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 Town of Severance
 Aaron Pearson
 Town of Timnath
 Commissioner Julie Cozad
 Weld County
 Chris Colclasure
 CDPHE- Air Pollution Control Division
 Kathy Gilliland
 Transportation Commission

MPO Staff
 Suzette Mallette
 Interim Executive Director
 Becky Karasko
 Regional Transportation Planning
 Director
 Renae Steffen
 Administrative Director
 Crystal Hedberg
 Finance Director

Next Council Meeting
April 5, 2018
Greeley Fun Plex
1501 65th Avenue
Greeley, CO

NORTH FRONT RANGE TRANSPORTATION & AIR QUALITY PLANNING COUNCIL
 MEETING AGENDA ***AMENDED**

March 1, 2018

Larimer County Offices Building
Hearing Room & Boyd Room
200 W. Oak Street
Fort Collins, 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-February 1, 2018 (Pg. 7)

Lead Planning Agency for Air Quality Agenda

Estimated Time

COUNCIL REPORTS:

- | | | |
|---|------------------|--------|
| 3. Air Pollution Control Division (APCD) (Pg. 13) | Chris Colclasure | 10 min |
| 4. Regional Air Quality Council (Pg. 15) | (Written Report) | |

Metropolitan Planning Organization (MPO) Agenda

Estimated Time

REPORTS:

- | | | |
|-----------------------------|------------------------------|--------|
| 5. Report of the Chair | Tom Donnelly | 5 min |
| 6. HR Subcommittee (Pg. 22) | Dave Clark/Ginger Robitaille | 20 min |
| 7. Finance (Pg. 24) | Kristie Melendez | 10 min |
| 8. TAC (Pg. 27) | (Written Report) | |

CONSENT ITEMS:

- | | | |
|---|-----------------|-------|
| 9. CY 2017 4 th Quarter Unaudited Financial Statements (Pg. 28) | Crystal Hedberg | |
| 10. MPO Letter of Support to UPRR for Eaton (Pg. 42) | Kevin Ross | 5 min |
| 11. Extension of Intergovernmental Agreement (IGA) Between MPO, Larimer County & Suzette Mallette (Pg. 43) | Crystal Hedberg | |

ACTION ITEM:

- | | | |
|--|-----------------|--------|
| 12. Draw of MPO Operating Reserves (Pg. 46) | Crystal Hedberg | 10 min |
| 13. Executive Director Search Process (Pg. 48) | Dave Clark | 10 min |

DISCUSSION ITEMS:

- | | | |
|--|---------------|--------|
| 14. CDOT Planning Memorandum of Agreement (MOA) (Pg. 51) | Becky Karasko | 10 min |
| 15. CDOT Draft 2018 Ballot Project List (Pg. 86) | Becky Karasko | 10 min |

COUNCIL REPORTS:

- | | | |
|--|----------------------------------|--------|
| Transportation Commission/ CDOT Region 4 I-25 Update | Gilliland/Olson | 15 min |
| STAC | Gerry Horak | |
| Host Council Member Report | (Written Report)
Tom Donnelly | |

MEETING WRAP-UP:

- | | | |
|---------------------------------------|--|-------|
| Next Month's Agenda Topic Suggestions | | 5 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)

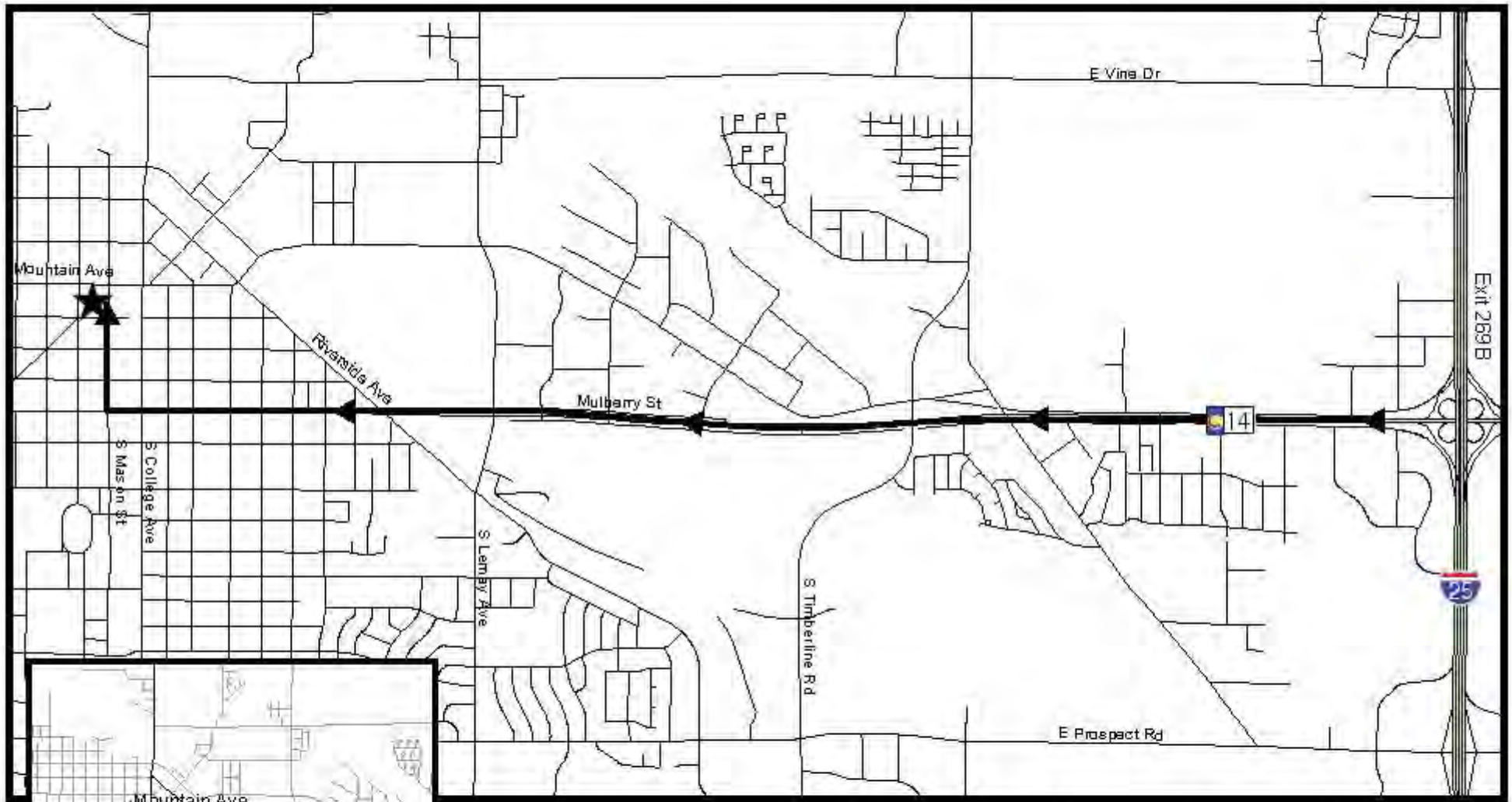
GLOSSARY (cont'd)

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)
O ₃	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 (<i>see TAP or TA</i>)	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

Larimer County Offices Building



Directions from I-25 North Bound

From I-25 take Exit 269B to Highway 14/Mulberry Street.
Go West on Highway 14/Mulberry Street to College Avenue.
Go West 1 block to Mason Street, turn North.
Go 4 blocks North to Mountain Avenue.
Use Mountain Avenue entrance.



NFRMPO
NORTH
FRONT RANGE
METROPOLITAN
PLANNING
ORGANIZATION

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

**February 1, 2018
Weld County Administration Building
Events Center Room
1150 O Street
Greeley, CO**

Voting Members Present:

Tom Donnelly - Chair -Larimer County
Mark Clark -Evans
Gerry Horak -Fort Collins
Robb Casseday -Greeley
Troy Mellon -Johnstown
Paula Cochran -LaSalle
Don Brookshire -Severance
Aaron Pearson -Timnath
Kathy Gilliland -Transportation Comm.
Julie Cozad -Weld County
Kristie Melendez -Windsor

Voting Members Absent:

Jennifer Baker -Berthoud
Chris Colclasure -CDPHE
Kevin Ross -Eaton
Dave Clark -Loveland
Linda Measner -Milliken
*No Member - Garden City

MPO Staff:

Suzette Mallette, Interim Executive Director; Becky Karasko, Regional Transportation Planning Director; Renae Steffen, Administrative Director; Medora Kealy and Ryan Dusil, Transportation Planners.

In Attendance:

Dawn Anderson, Jeff Bailey, Aaron Buckley, Rich Christy, Sean Conway, David Dalgarn, Spencer Dodge, Jim Eussen, Joel Hemesath, Marilyn Hilgenberg, Myron Hora, Wayne Howard, Mark Jackson, Tom Jones, Will Jones, Will Karspeck, Lou Keen, Dave Kisker, Zeke Lynch, Jacki Marsh, Mitch Nelson, Johnny Olson, Mark Peterson, Scott Rees, Karen Schneiders, Fred Starr, Steve Teets, Robin Stoneman, Shanen Weber, Michael Welch, and David Woolfall.

Chair Donnelly called the MPO Council meeting to order at 6:05 p.m.

PUBLIC COMMENT:

Steve Teets, citizen of Greeley, asked the Council if the Loveland Transfer Center would stay in its current location near the Loveland Food Bank or if it would be moved again in the future. He also asked about the success of Fort Collins/Loveland Express (FLEX) and Bustang and the possibility of bringing back the 34-Xpress to help people in Greeley, Loveland, Fort Collins and Windsor connect to family, employment, education, and doctor/medical appointments. He commented transit connectivity and service are very different on the west side of I-25 than on the east side and wanted to know why. He said he would like to see the region work on a Regional Transportation Authority (RTA) because people need help to get where they need to go in the region. Donnelly thanked Teets for his comments and said someone would respond to his questions.

APPROVAL OF THE MEETING AGENDA:

*GILLILAND **MOVED** TO APPROVE THE FEBRUARY 1, 2018 MEETING AGENDA. The motion was **seconded** and **passed** unanimously.*

APPROVAL OF THE MINUTES:

*CASSEDAY **MOVED** TO APPROVE THE JANUARY 4, 2018 AND JANUARY 25, 2018 COUNCIL MEETING MINUTES. The motion was **seconded** and **passed** unanimously.*

Lead Planning Agency for Air Quality Agenda

Chair Donnelly opened the Air Quality portion of the meeting.

Regional Air Quality Council (RAQC)

A written report was provided. It was noted Chris Colclasure will attend the March meeting.

Air Pollution Control Division

A written report was provided.

Metropolitan Planning Organization (MPO) Agenda

Chair Donnelly opened the MPO portion of the meeting.

REPORTS:

Report of the Chair:

Chair Donnelly acknowledged Weld County Commissioner, Sean Conway's nine years of service on the MPO Council with a Certificate of Recognition plaque. Conway thanked the Council members for the many positive changes, which had occurred during his time serving with them. He proudly noted the MPO's successful involvement with North I-25 as well as many other projects the communities had collaborated on through completion, adding the MPO's regional accomplishments would continue. Donnelly announced Conway would continue to serve the MPO as a Statewide Technical Advisory Committee (STAC) representative along with Becky Karasko who would provide information at the meetings. Conway thanked Donnelly for allowing him the honor of continuing to serve in that capacity.

Donnelly announced newly elected, City of Loveland Mayor, Jacki Marsh, was present and welcomed her to the meeting.

Donnelly stated it was necessary to recommend a RAQC representative for Weld County who would be required to go through a formal application process and be appointed by Governor Hickenlooper. Horak, RAQC representative for Larimer County, briefly outlined what holding the position would involve. Donnelly recommended Weld County Commissioner, Julie Cozad, for the position as she had an extensive background in land-use planning and science as well as experience with public policy. Following his offer for Council members to recommend others and receiving no recommendations, Cozad accepted. Mallette agreed to send the application to Cozad and write the letter to Hickenlooper to move the process forward quickly.

TAC:

A written report was provided.

Quarterly TIP Modification Report:

A written report was provided.

CONSENT ITEMS:

January 2018 TIP Amendment

2014-2018 NFRMPO Targets for Safety Performance Measures

*GILLILAND **MOVED TO APPROVE THE CONSENT AGENDA.** The motion was **seconded** and **passed** unanimously.*

ACTION ITEM:

NoCo Bike & Ped Transportation Alternatives (TA) Funding

Tom Jones, Great Western Trail Authority (GWTA) Chairman, briefly reviewed information from the NoCo Bike & Ped Collaborative Transportation Alternatives (TA) Funding Recommendation Memo.

*COZAD **MOVED TO APPROVE THE NOCO BIKE AND PED TRANSPORTATION ALTERNATIVES (TA) FUNDING.** The motion was **seconded** and **passed** unanimously.*

PRESENTATIONS:

North I-25 Express Lanes Project

Scott Rees, CDOT Project Director for the North I-25 Johnstown to Fort Collins project, and Rich Christy, CDOT Design Manager for the project, reviewed the North I-25 Express Lanes: Johnstown to Fort Collins presentation with the Council. Mallette asked if the managed lanes would tie in with managed lanes south towards Denver through the use of one express toll. Christy replied there was a partnership with E-470 as a back office operator which will use the same express toll strategy as the Denver area with switchable High Occupancy Vehicles, a carpool with a driver plus two passengers, known as HOV 3/toll transponders or license plate tolling for those without transponders. He added transponders would be required to use the lanes for HOV3. Johnny Olson, CDOT R4, noted the Express Lane would be managed east based on Travel Time Reliability (the measure of how dependable the travel time on a given roadway is during different times of day). HOV 3 and buses will be able to move more freely and the non-motorized trail under the Cache de Poudre River Bridge will be compatible to all non-motorized transportation modes, including equestrian. The delays are anticipated to be minimally disruptive, but delays should be expected. Olson indicated Governor Hickenlooper, elected officials and others in the North Front Range would be invited to the upcoming groundbreaking ceremony.

Donnelly asked if there would be temporary third lanes in place during construction on the 12 miles through Segments 5 and 6 similar to those being used in Segments 7 and 8. Rees answered there would not be. Olson added there was not funding to do a temporary configuration. Gilliland said the 10-year Development Plan was for approximately \$650M and included in the plan are Segments 5 and 6, which need total reconstruction. The Express Lanes across the State allow for an additional 10% capacity and the toll roads around Colorado help all lanes get needed improvements. Horak added express lanes are crucial for funding. Brookshire asked if the \$650M included the necessary infrastructure, such as widening of off-ramps, for the communities along the corridor. Olson outlined how Segments 5 and 6 will be built for future configuration compared to Segments 7 and 8. Brookshire clarified Olson was indicating the gaps between the segments would need significant infrastructure in the future. Olson confirmed Brookshire was correct and indicated the \$1.8B only included basic groundwork for future infrastructure needs. Cozad asked if the project costs were based strictly on today's dollar value, year-to-date. Olson responded CDOT expected a \$25-35M per year increase due to inflation. Horak commented Segments 5 and 6 may have a lower inflation rate because there were not many interchanges, bridges, or structures and roads are generally inexpensive compared to rest of the project. Brookshire asked if the funding would be able to keep up with the inflation. Olson

replied there are plans to complete interim projects and infrastructure and explained funding from tolls would never be enough but are still vital because other revenues have been greatly reduced due to vehicle efficiencies. Horak added the Council and the I-25 Coalition continue working on ways to get more revenue, including working with Denver to get a ballot initiative that may help everyone. He predicted once Congress passes a new infrastructure bill, they will also try for an infrastructure grant.

US 34 PEL

Lou Keen, CDOT R4 Resident Engineer introduced Project Manager, Chad Hall and Consultant Project Manager, Zeke Lynch. He then reviewed the US 34 Planning and Environmental Linkages (PEL) Study presentation with the Council. Olson said in the 10-year plan \$140M is potentially slated for US 34. Mallette asked for clarification of the exact area the Access Control Plan (ACP) covered. Keen responded currently there was an ACP in place from the western side of Greeley to CR 3, which preserved quite a bit of right-of-way and the infrastructure can be easily expanded, making it a model for what ACPs can do. The ACP Mallette is referring to is on the western side of the corridor and starts near Denver Avenue in Loveland through town to approximately CR 29. Although there is already a lot of development in the area, in the future there will be opportunities for redevelopment with the groundwork they are laying. Cozad asked if part of the reason for completing a PEL was to get improvements done along corridors which will encourage additional funding. Keen agreed and added the importance of stakeholders having a bigger vision and wanting to invest more and help implement progress. Olson stated CDOT's hope is the local communities will work with CDOT to build a better transportation system, it is imperative CDOT is aware of the land-use needs in order to use funding efficiently.

Cozad indicated the Weld County Board of Commissioners would appreciate a work session on the 34 PEL and questioned if the team would be attending the US 34 Coalition meeting on March 1. Hall responded they would be able to schedule with Weld County soon but did not think they would have enough progress to attend a Coalition meeting until April. Casseday complimented CDOT with presenting innovative alternatives with ACP plans and said he felt this plan would be very beneficial to Greeley, noting the City had given their feedback and would continue to be engaged in the process. Donnelly complimented former Greeley Mayor, Tom Norton, and Weld County Commissioner, Sean Conway, and others, for starting the Coalition. He also noted the many hurdles state DOT's need to overcome to move forward with these types of projects. He said PELs allow the region to get programs in a proactive manner. He complimented the Council for working together and their willingness to put MPO funding towards the 34 PEL, even if it did not impact their community.

DISCUSSION ITEM:

NoCo Bike and Ped Letter to CDOT

Marilyn Hilgenberg, City of Loveland Open Lands and Trails Manager, introduced Aaron Buckley from CSU Alternative Transportation and Will Karspeck, Town of Berthoud Trustee, all were representing the NoCo Bike and Ped Collaboration. Hilgenberg and Buckley presented NoCo Bike and Ped Collaborative Support of Memorandum to CDOT Regarding Trail Connectivity and I-25 Expansion to the Council. Following the presentation Chair Donnelly noted the item was on the agenda for discussion and no decision on supporting the memo would be made. Olson was unable to estimate what the cost would be for the recommended I-25 infrastructure crossings, but noted his general support of bike and pedestrian systems in Northern Colorado. Hilgenberg stated she understood the cost would be approximately \$5M for a culvert system on each crossing. Olson raised concerns the proposed trail infrastructure would require revisions to the Record of Decision (ROD). Horak suggested it may be better to wait and do an addition to the final project, but either way the Council needed more information and the TAC needed to review the projects. There was a lengthy discussion regarding the types of appropriate funding NoCo Bike and Ped could obtain and a process for them to follow. Hilgenberg expressed the importance of getting the infrastructure in place as soon as possible as I-25 has been a significant barrier to connectivity in regards to bikes and pedestrian accesses and it would be decades before there may be funding available if the proper strategies are not put into place

with the current improvements scheduled on I-25. Donnelly finalized the discussion by requesting they meet first with Olson and CDOT and then have information on both the support of the letter and funding strategies vetted by the TAC. Olson replied he was happy to meet with the group and analyze the situation.

COUNCIL REPORTS:

Transportation Commission/CDOT R4 Report

Gilliland reported there are two bills being considered in the Legislature to improve rising fatality statistics. One is a mandatory seatbelt law and the other to combat distracted driving. In 2017, out of 399 passenger vehicle deaths, 211 were unbelted. At a recent P3 conference HPTE Director David Spector won the American Road and Transportation Builders Association's P3 Entrepreneur of the Year award for US 36 Express Lanes. She noted there was also a lot of conversation regarding potential transportation funding from the \$2B of potential infrastructure funding, but reminded the Council the funding was for all infrastructure not just transportation. Local match money will be a significant factor in determining which transportation projects will get chosen. Olson made a correction to the number of dollars going to US 34 as \$203M, not \$140M.

STAC/TC Memo- Potential 2018 Ballot Question-

Becky Karasko, Regional Transportation Planning Director, stated at the January STAC meeting CDOT staff presented a draft list of projects for the proposed 2018 ballot initiative for the new statewide revenue source the Metro Mayors and Denver Chamber are currently pursuing. If they file the item to be on the ballot CDOT and the commission would have 45 days to produce a project list. The list was presented to the Commission prior to the STAC meeting and was approved as a "draft" list. The list draws from CDOT's 10-year Development Plan and contains 89 projects from all five CDOT regions and are CDOT's "best guess" of each region's priority, as well as four statewide projects. STAC members will be asked to approve the list if the ballot initiative moves forward, potentially in August. STAC requested time to take the list to their respective MPOs and TPRs to ensure the prioritizations are correct in each of the regions. She noted the list of five NFRMPO projects had been distributed to the Council members and explained how the lists were set up. The request from STAC is Council members review the list with their respective community boards and councils and ensure the priorities are, in fact, the NFRMPO's priorities. She passed around the complete list to anyone wanting to review the entire document indicating it was also available on the website. Horak asked if the TAC will also review the list. Karasko replied they would at their next meeting. Donnelly asked Council members to take the project list to their individual councils/boards as well as their transportation staff. Karasko finished by noting they have until August to finalize the list.

Host Council Member Report- Julie Cozad welcomed everyone and thanked them for coming to Weld County. She thanked Conway for his many years of representing the NFRMPO, all the hard work and positive changes there have been to the region, noting she was grateful to be back at the table for what would technically be her tenth, as well as, her final year. Cables local Pub and Grill in Greeley for many years, was recognized for catering the dinner. Cozad mentioned Weld County's 2017 Summary was provided for all and included information on the WCR 49 design/build project which completed early and under budget. IHC is working on the final phase up to SH 392, including substantial intersection improvements and is expected to be finished in early fall 2018. She proudly announced the innovative project was featured in Public Works magazine. She will send the link to the story. She then reported on the following:

- The Weld County Courthouse celebrated its 100th anniversary in 2017 and several displays are still up in the Events Center.
- July 25th -30th will mark the 100th anniversary of the Weld County Fair. All are invited to attend.
- The 2018 Budget and Briefs includes new graphical information to improve communication to the public on how money is earned and spent in the County. Copies were made available.
- A constructive US 85 Corridor meeting was held recently in Fort Lupton where it was reported they are able to minimize the number of county road closures from forty-nine to only eleven.

They continue to work with the effected communities although they face some challenges in working with the railroad, she appreciates everyone's willingness to continue to negotiate.

Donnelly thanked Cozad and Weld County for hosting the meeting.

MEETING WRAP-UP:

Next Month's Agenda Topic Suggestions:

There were no suggestions.

The meeting was adjourned at 7:55 p.m.

Meeting minutes submitted by: Renae Steffen, MPO Staff

Monthly Report from CDPHE to the
North Front Range Transportation and Air Quality Planning Council

March 2018

The Air Quality Control Commission:

- On February 15, the Commission heard presentations from the Alliance of Automobile Manufacturers and the Colorado Automobile Dealers Association regarding their perspectives on California's Advanced Clean Car standards. Both organizations oppose the potential adoption of California's standards. These presentations relate to the November 2017 AQCC meeting, when the Division described California's standards for the Commission and Environmental Defense Fund encouraged the Commission to adopt those standards in Colorado.
- The Commission heard a presentation by the Denver Regional Council of Governments regarding future transportation trends and population growth. DRCOG described the 2040 Metro Vision Regional Transportation Plan, 2017 revisions to the plan, and air quality conformity determinations. The presentation is available at https://www.colorado.gov/pacific/sites/default/files/021518_DRCOG_presentation_1.pdf.
- The Commission heard comments from several members of the public regarding their concerns about sulfur dioxide emissions from the Martin Drake power plant in Colorado Springs. As requested by the public, the Commission will hold a public hearing on the proposed renewal of the plant's Title V operating permit.

The Air Pollution Control Division:

- The Division briefed the Commission on the state's efforts to reduce greenhouse gas (GHG) emissions. Among other things those efforts include:
 - Revising the Colorado Climate Plan to refine the state's strategies for mitigating and adapting to the effects of climate change
 - Publishing the Colorado Electric Vehicle Plan and establishing a goal of 940,000 electric vehicles in the state by 2030
 - Governor Hickenlooper's July 2017 executive order on Supporting the Clean Energy Transition. The order establishes goals of reducing carbon

- dioxide emissions from the electricity sector 25% by 2025 and 35% by 2030. The proposed retirement of Comanche Generating Station units 1 and 2, in conjunction with planned changes to the state's electric generating fleet, would place Colorado on track for these goals
- Colorado submitted comments to EPA encouraging it to retain the passenger vehicle GHG standards for model years 2021-2025.
- The Division also briefed the Commission on its efforts to forecast high ozone days and encourage voluntary ozone reduction measures. The Division will expand those efforts during the summer of 2018.



RAQC Meeting Minutes

Friday, February 9, 2018

RAQC MEMBERS PRESENT:

Andy Spielman, *Chairman, WilmerHale*
Herb Atchison, *City of Westminster*
Bob Broom, *Citizen*
Paolo Diaz, *City of Commerce City*
Gerry Horak, *City of Fort Collins*
Elise Jones, *Boulder County*
Vanessa Mazal, *National Parks Conservation Association*
Jackie Millet, *City of Lone Tree*
Brian Payer, *Sphera*
Doug Rex, *Denver Regional Council of Governments*
Bob Roth, *City of Aurora*
Jep Seman, *Corporate Advocates*
Casey Tighe, *Jefferson County*

RAQC MEMBERS NOT PRESENT:

Kathleen Bracke, *City of Boulder*
Frank Bruno, *Via Mobility Services*
David Genova, *Regional Transportation District*
Irv Halter Jr., *Colorado Department of Local Affairs*
Jack Ihle, *Xcel Energy*
Michael Lewis, *Colorado Department of Transportation*
Scott Prestidge, *COGA*
John Putnam, *Kaplan, Kirsch, & Rockwell, LLP*
Gregg Thomas, *Denver Department of Environmental Health*
Bruce White, *Citizen*
Larry Wolk, *Colorado Department of Public Health and Environment*

RAQC ALTERNATES PRESENT:

Elizabeth Garner, *Colorado Department of Local Affairs*
Martha Rudolph, *Colorado Department of Public Health and Environment*
Debra Perkins-Smith, *Colorado Department of Transportation*
Bill Van Meter, *Regional Transportation District*

RAQC STAFF PRESENT:

Ken Lloyd, Amanda Brimmer, Matt Goble, Sara Goodwin, Kelley Grubbs, Misty Howell, Steve McCannon, Matt Mines and Martha Yohannes.

OTHERS PRESENT:

Doug Benevento, EPA Region 8; Jim Brandon, ESP; Lisha Burnett, Suncor Energy; Kate Fay, Noble Energy; Dan Jablan, RAQC; Garry Kaufman, CDPHE; Jim Martin; Monica Morales, EPA Region 8; Robert Spotts, DRCOG; Chris Wood, PRPA;

The meeting was called to order at 9:45 a.m. by Ken Lloyd with Council approval since Andy Spielman was running late. A quorum was present.

Approval of Agenda

Jackie Millet moved to approve the agenda with the change to move the conversation with Doug Benevento to earlier on the agenda. Seconded by Debra Perkins-Smith. Motion passed without objection.

Approval of Minutes

Vanessa Mazel moved to approve the minutes. Seconded by Herb Atchison. Motion passed without objection.

General Public Comment

None.

Welcome New Member

Ken Lloyd welcomed Casey Tighe, Jefferson County Commissioner to the Board, where he fills the seat vacated by Shakti. Councilmembers introduced themselves.

Conversation with EPA Regional Administrator Doug Benevento

Ken Lloyd introduced Doug Benevento, current EPA Regional Administrator who is a former RAQC member, former CDPHE executive director and former CDPHE director of environmental programs. He also introduced Monica Morales who is EPA's Air Program Manager.

Mr. Benevento indicated he was appointed as EPA Region 8, Regional Administrator in October 2017. He said he has worked at Xcel Energy, CDPHE and on Capitol Hill in Washington, D.C. He stated he is often asked about his priorities for the region. Mr. Benevento indicated Administrator Pruitt has established good priorities that are broad enough to work for individual states within the region and now it is his job to determine how to implement these priorities.

He spoke of cooperative federalism and how it varies from administration to administration. He said that the Trump Administration's perspective is probably a bit unique from previous administrations in that the Administration wants to empower states. States and/or Regions should be able to set the priorities they want to achieve. Mr. Benevento said that EPA's obligation is to promulgate regulations and make sure laws are followed.

He stated EPA is trying to focus on using a more outcome-based process that allows states to take the authority; including deadline dates for clean-up sites; striving to change air planning procedures to move SIP documents forward more quickly and work on issues for minor clerical SIP updates; and working on an initiative to remove lead from drinking water within 10 years.

Elise Jones asked about the Administration's and EPA's posture on the climate change issue, which contrasts with the reality of what Colorado is experiencing. She said that Boulder is still recovering from a destructive fire and followed a year later by a destructive flood. She indicated the area is still recovering four years later. She said the climate change affects drought, fire and heat waves and local governments in Colorado cannot afford another disaster. She stated we cannot continue down the same path, because local governments will go bankrupt because of the changing climate. She asked Mr. Benevento how state and local governments should deal with real-world costly impacts when the federal government appears to be headed in a different direction.

Mr. Benevento said EPA has authority to address a host of environmental issues. He said it was interesting that Elise started the conversation with the policy side of the issue, but the reality for EPA lies with what it is authorized to do. He said the Supreme Court has been clear that EPA cannot enforce the Clean Power Plan. He said the plaintiffs are likely to prevail on merits. Mr. Benevento further stated that EPA has made an endangerment finding and is working to determine what EPA has legal authority to do. He noted EPA is conducting three listening sessions on the repeal of the Clean Power Plan. He stated from Elise's perspective her question is one that should be asked, but from his perspective they are looking at what they can legally do. He noted that at this point in time, it is very unclear what EPA is legally allowed to do. Mr. Benevento suggested one solution would be for Congress to create a law to address policy on this issue.

Brian Payer asked for clarity on what EPA can and cannot do on the issues of background ozone and regional transport. Mr. Benevento said he worked on the background issue when he was at CDPHE so he had a policy perspective on the issue. Monica Morales said EPA is working with the RAQC and CDPHE on these issues. She said EPA is planning more discussion with western states. Vanessa Mazal said having a state by state comparison of transport would be helpful. Ken indicated that the RAQC's contractor, Ramboll Environ, made a presentation at the November that contained a map of the U.S. with relative international contributions. The analysis showed the Intermountain West has higher contributions from international contributions than the East and West coasts.

Jackie Millet asked how areas can be held accountable for meeting standards when 60-70% of the contribution is beyond its influence. She suggested that there should be a policy on how to address the various types of contributions so that areas are able to take ownership for what can be done without being penalized for what is out of their control. Mr. Benevento said the national standards are set not recognizing any regional differences which can be frustrating. He said it is all a function of the law and EPA will continue to look at the issue. Mr. Benevento said Colorado has done a good job on preparing a SIP package, which is currently under review. Ken Lloyd indicated that the APCD is putting an Exceptional Event Demonstration package together to submit to EPA in April.

Elise Jones noted that there is a lot of energy around how the Denver/North Front Range is going to come into compliance with the new ozone standard. She said it is going to be very tough and one way the federal government could help would be to not rollback the national fuel efficiency standards, which are up for review in March. She informed Mr. Benevento that the RAQC and CDPHE submitted comment letters expressing concerns about the rollback making attaining the new standard even harder. She asked that Mr. Benevento take the concern back to the Administration as the fuel efficiency standards are reviewed.

Bob Broom asked what is causing the mine contamination that Mr. Benevento mentioned in his opening remarks. Mr. Benevento said contamination can be caused by running water, leaks and/or runoff from piles and smelters. EPA is hoping its actions will lead to "how to" for the future.

Casey Tighe said Mr. Benevento's comments on federalism and national standards versus state standards are a good debate. However, he expressed concern the debate is not leading to solutions for States, only creating a certain amount of paralysis because there is no one-size fits all solution. He asked Mr. Benevento how regionalization should be addressed to be effective.

Mr. Benevento said there needs to be a more objective way to look at water issues and anticipates a new rule being set. There is a national standard for air issues. The Clean Air Act and the Clean Water Act provide for states take the lead on implementation. He said EPA is working to create a process to allow planning without states having the step-by-step process reviewed by EPA, but rather EPA would review outcomes being met. He said this approach would allow more flexibility for state and local implementation.

Ken Lloyd reminded Council that Mr. Benevento was with CDPHE when the Denver area was designated attainment for all federal standards in 2001. Since then the changing ozone standard is the only standard the area does not meet. He said he thinks Mr. Benevento understands the challenges facing the region with this standard. He reminded Council that EPA is currently reviewing the 2008 standard SIP and plans to have a proposed action in the near future. Ken asked Mr. Benevento for an update on the 2015 standard, including what the implementation will look like, designations, process and timing.

Monica Morales said EPA is anticipating announcing designations in the April timeframe. She said EPA agreed with the Colorado's nonattainment area boundaries and designations. States have until the end of February to submit any new information.

Andy Spielman said it was an honor to have Doug Benevento come talk with Council. He said the region is in good hands with his balance and professionalism. Andy said the RAQC will continue to ask tough questions and work with EPA on important issues.

Mr. Benevento said that local government is where the implementation happens. He invited Council to contact him with questions.

Discussion of Legislation of Interest

Ken Lloyd introduced Dan Jablan, who works with Margy Christiansen on RAQC legislative activities. Ken summarized active bills of interest.

Senate Bill 003, concerning the Colorado Energy Office, redefines the mission of CEO by repealing inactive statutory programs and creates new requirements for the office. The bill indicates the office shall promote clean and renewable energy, cleaner energy sources, traditional sources and clean technologies using traditional Colorado-sources energy. The bill also renames the Clean and Renewable Energy Fund to the Energy Fund and appropriates \$2.1 million per year for four years. The bill has passed Senate Agriculture, Natural Resources, and Energy Committee with amendments and is awaiting consideration in Senate Appropriations.

There was discussion on whether Council would have time to take an action on this bill if warranted. Dan Jablan said there was time to address any changes that might be made to this bill. Elise Jones indicated it would be best to actively monitor this bill at this time, especially since it does not yet have a House sponsor and could change in the House.

Elise Jones moved to monitor SB 003. Seconded by Brian Payer. Motion passed 17-0-0.

Senate Bill 047, concerning the repeal of income tax credits for innovative motor vehicles for purchases and leases entered into on or after January 1, 2019, is a repeat of SB 17-188 that the RAQC opposed last year and failed in the 2017 session. It repeals the state income tax credits for innovative passenger vehicles and trucks at the end of tax year 2018. For the 2018-19 state fiscal year through the 2020-2021 state fiscal year, the bill requires the state controller to credit an amount of tax revenue estimated to be retained by the repeal of the income tax credit to the highway users tax fund. The bill has passed Senate Finance Committee and is awaiting consideration in Senate Appropriations.

Brian Payer moved to oppose the bill due to the importance of alternative fuels to air quality. Seconded by Elise Jones and Gerry Horak. Motion passed 14-0-3 (abstentions: Martha Rudolph, Debra Perkins-Smith, and Elizabeth Garner).

Dan Jablan said this bill has a chance of getting out of the Senate but will have a harder road in the House.

Ken Lloyd asked Council if there were any other bills that they wanted to review. Martha Rudolph said the APCD is working on a bill to increase fees for the air program and she will let Council know when it is introduced.

Brief Update on Issues and Programs of Interest

Ken Lloyd provided Council with a brief update on current issues and programs.

Colorado Electric Vehicle Plan

Ken reminded Council that they discussed the draft Colorado Electric Vehicle Plan at the December meeting. He informed Council that the Governor issued the report and held a press conference to announce the plan last week. The press conference was held in front of a charging station at the Alliance Center that was funded by the RAQC. Ken said the plan is a good roadmap for where Colorado is headed, contains aspirational goals, outlines who is doing what and contains plans to connect western states.

Final Volkswagen Beneficiary Mitigation Plan

Ken informed Council that the process of implementing the VW settlement has begun. CDPHE has been formally designated as a beneficiary and will be submitting a mitigation plan to the trustee within the next month. He also noted that Colorado's plan is being held up as a model to other states. Ken stated the RAQC will be working with CDPHE through its Charge Ahead Colorado and ALT Fuels Colorado programs to implement the mitigation plan.

Lawn and Garden Programs

Ken said the RAQC will be holding three Mow Down Pollution events this Spring in Loveland, Dick's Sporting Good Park and a yet to be determined location. The goal for 2018 is to replace 750 mowers. In addition to current funding from Noble Energy, RAQC has also received a \$40,000 community grant from Suncor Energy to sponsor the Commerce City event.

Ken gave Council an updated on the commercial lawn and garden program. This program is a best practices program. The Local Government grant program is currently accepting applications. Ken noted that the following entities have received funding so far: Fort Collins, Lakewood, Denver Parks and Recreation, Foothills Parks and Recreation, Poudre School District, Thompson School District, Town of

Superior, and South Suburban Parks and Recreation. Applications from Westminster, Boulder, Denver Public Schools and Longmont are currently under review.

Doug Rex asked if there was a one-page summary of the program that could be shared with DRCOG Board. Amanda Brimmer will get that information to Doug.

Gerry Horak said this is a program that emphasizes the “can do” strategy and suggested that local governments put a requirement to use electric equipment in the contracts for lawn services.

Local Agency Air Quality Projects grant program – project solicitation

Ken said the next round of funding (approximately \$450,000) has opened for local agency air quality projects funded by a grant from DRCOG. To be eligible for funding projects must meet federal CMAQ funding requirements. The application deadline has been extended to March 15, 2018.

Jackie Millet asked for some examples of programs that have been funded. Ken said past projects funded included a real-time app for transit, a free-fare transit program, a bicycle education program, and a street sweeper. He indicated that these projects are mainly smaller programs that are allowed under CMAQ but not already funded by DRCOG’s other CMAQ funding sources.

Gerry Horak requested links to the Lawn and Garden programs and the Local Agency Air Quality Projects program be sent to the Board.

Ozone Planning

Ken noted the APCD is moving forward with an Exceptional Events demonstration package for the wildfire event over Labor Day weekend. He said that if the Exceptional Events demonstration is approved by EPA then those dates would be removed from calculations for the 8-hour 4th max used to determine attainment and qualifying for a one-year extension.

Designations for the 2015 ozone standard are moving forward and are expected to be announced in April. Ken said once designations are made deadlines will be set for meeting the standard. The Metro Denver/North Front Range nonattainment area is likely to be designated marginal nonattainment.

Ken said that CDPHE will be proposing regulation revisions for Reasonably Available Control Techniques requirements for major stationary sources regulations in April, with a rulemaking hearing in July.

Ken stated that RAQC staff, along with CDPHE staff, is working on a modeling process that will be needed for the 2015 standard.

Public Comment

None.

Informational Items

Members

Elise Jones reminded Council that the federal government is set to rollback the Fuel Efficiency and Greenhouse Gas Standards automobile at the end of March. She said if it happens, there is an opportunity for the state to adopt California’s advanced clean car standards. She suggested Council may want to send a letter to the Governor supporting adopting the California standards should the rollback occur. She

offered to provide additional detail for the letter. Ken Lloyd noted that the AQCC is looking at this issue and what it would take to implement these standards in Colorado. The AQCC had a briefing from APCD and public testimony from EDF last November and will also get a briefing from the automakers on this issue at the February meeting. Deb Perkins-Smith asked if adopting the standards would be an AQCC rulemaking or a legislative effort. Ken replied that the Attorney General's office will be advising the AQCC on this issue. Elise Jones asked staff to send the presentations made to the AQCC to the RAQC members for more information on this issue.

Doug Rex said DRCOG is in the process of amending its Regional Plan. It should be released for public comment in a few weeks.

Brian Payer, as the chair of CoLabs, said he wanted to make the Council aware that national research labs are taking a financial hit from the federal budget changes. These labs are important to air quality planning.

Chair

None.

Executive Director

Ken Lloyd announced that after 28 years as RAQC Executive Director and 44 years in the air quality policy arena, he intends to retire later this year. He said he is looking to retire sometime this summer, and indicated to Martha Rudolph and Andy Spielman that he would like a transition. He expressed his interest and willingness to work part-time through the end of the year to help with the transition and finish up some projects. Councilmembers expressed their appreciation for his leadership, expertise and professionalism.

Andy Spielman congratulated Ken on his retirement news. Andy informed Council that it is their duty to hire a successor. He said that he, Martha Rudolph and Larry Wolk, as the Governor's representatives, spoke about setting up a process to find a successor. Andy said he will be appointing a number of members to serve on a selection committee, which will finalize a position description, solicit applications, review applications/resumes, interview candidates, and provide a recommendation to the full Board for consideration. Andy stated the selection process will be open, except where personnel issues need to be handled in an executive session. He indicated the process should be completed by early summer. Gerry Horak asked if Andy wanted volunteers for the selection committee or if he would be appointing members. Andy stated he would be using the chair's prerogative to appoint members, but if someone is interested they should let him know. In response to a question regarding a budget for a consultant, Andy indicated that he does not anticipate using a consultant.

Next Meetings

The Board will meet on March 2 to continue discussion on hiring a new executive director.

Adjournment

There being no further business before the Council, the meeting was adjourned at 11:45 a.m.



February 8, 2018

NFRMPO
415 Canyon Ave #300
Fort Collins, CO 80521

To: HR Committee

This document will outline Recruiting options provided through Turning the Corner, LLC.

A Look at Turning the Corner, LLC

Turning the Corner, LLC is transforming the way people think about work. We know that you build your culture one good or bad employee at a time and we want to help everyone love the work they do!

We work with both job seekers and employers giving us a unique perspective in the industry and an extensive local and national network that helps us match great people with great companies and understand the employment trends that are and are not working in organizations across the U.S. We know first-hand that creating an outstanding organization extends far beyond hiring which is why we offer a complete package of services in the areas of Human Resources, Recruiting, Training, and Leader Development.

PROPOSAL FOR NFRMPO

Recruiting Support

As recruiters, we have access to many tools to support you in a variety of ways with your recruiting efforts. We can help manage the pipeline of candidates, screen candidates, and/or do all the heavy lifting for recruiting. We offer three tiers of services for recruiting.

Tier 1 is simply posting the job and casting the net wide to all the major job boards including Indeed, Juju, Glassdoor, and SimplyHired. We will collect all the resumes and send you the ones that are relevant to your company's current and future needs. We will also store all resumes and followup with all candidates.

Tier 2 involves screening the candidates for an initial fit. We will not fully vet out each candidate, but we'll send you the most qualified people for your current roles.

Tier 3 is where we do all the heavy lifting to support you in your efforts to grow your team. We will screen all the resumes, perform phone screen and a face-to-face interview, use a personality assessment to qualify the candidate further, and check references. We aim to provide you with 2-3 of the top candidates.



Pricing

RECRUITING SUPPORT SERVICES

Position Level	Total Fee	Terms
Tier 3 Exempt Executive <i>Director and Above</i>	20% of 1 st Year Salary, discounted for current Non-Profit HR Client 30% of 1st Year Salary	1/2 due at beginning of recruiting 1/2 due on start date
Tier 3 Exempt Professional <i>Exempt Roles Below Director Level</i>	20% of 1 st Year Salary	1/2 due at beginning of recruiting 1/2 due on start date
Tier 2 All Levels	\$1500/month	Post job to multiple job boards and initially screen applicants for "fit"
Tier 1 All Levels	\$500/month	Post job to multiple job boards and forward relevant applicants

Other Available Services

Projects
Employee Handbook
HR HealthCheck
On-Boarding/Off-Boarding
Performance Management System
HR OnDemand Services
Job Descriptions
Sexual Harassment / Sensitivity Training
Management Training
Team Unity Activities

Finally...

We are thrilled to be working with you. We know that these programs will completely transform the way your employees think about NFRMPO. And we know that you'll see an Executive Director and employees who are fired up, excited, and giving it their all; working together, collaboratively to accomplish the goals and objectives of the organization.

Warmly,

Ginger Robitaille
COO & HR Generalist

Finance Committee Report

- Finance Committee met on February 15, 2018
- The auditors attended the meeting and reported on preliminary findings for the 2017 audit. Their review is still in progress
- Year-end field work will be conducted during the week of March 12, 2018
- The Audited is scheduled to be presented to Council at the May 2018 meeting.
- The Committee reviewed the 2017 4th Qtr. Unaudited Financial Statements.
- The Finance Committee recommends Council accept the 4th Qtr. Unaudited Financial Statements.
- The Finance Committee agreed to place the unaudited financial statements on consent, with staff being available at the meeting.
- A discussion was held regarding use of reserve funds. This will be covered in more detail as part of the action item.
- The finance committee recommends Council approve this use of reserve funds.
- The committee discussed the cost of recruitment of the executive director. These costs will need to be amended into the budget.
- The HR committee will report to Council and provide a recommendation on the process which will determine the cost

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

February 15, 2018

7:30 a.m.

Egg & I

1205 Main Street

Windsor, CO

Members Present

Kristie Melendez

Dave Clark

Paula Cochran

Staff Present

Suzette Mallette

Crystal Hedberg

Merideth Kimsey

Guests Present

Sara Kurtz, EideBailly

Carrie Endres, EideBailly

The meeting was called to order by Chair Melendez at 7:30 a.m.

Approval of Minutes:

Clark moved to approve the November 16, 2017 meeting minutes. The motion passed unanimously.

2017 Audit

Sara Kurtz reported that EideBailly staff had been at the MPO's office the first part of January for audit planning and preliminary review. Carrie Enders reported based on their understanding of controls and processes it was noted that there is no review of the reconciliation prepared by the Director of Finance. She also reported two deficiencies relating to the Single Audit were noted thus far, approval of three time sheets out of sixty were missing and a lack of review of the schedule of expenditures of Federal Awards. Sara Kurtz reported they would be reviewing prior year management letter comments which included capital assets and a review of budget to actual schedules. There will also be a review of noted control deficiencies which include netting VanGo unearned revenue against the accounts receivable, overstating deposits in transit and not tracking the current vs noncurrent portion of compensated absences. EideBailly staff will be at the MPO offices the week of March 12, 2018 for yearend fieldwork. A draft of the 2017 Audited Financial Statements will be presented to the finance committee in April and the completed audit will be taken to Council in May.

4th Quarter Unaudited Financial Statements and investment report

The 4th Quarter Unaudited Financial Statements were reviewed. Hedberg noted local match was extremely over budget due to professional development consulting and paid administrative leave are not eligible for grant reimbursement. A discussion regarding actual to budget variances followed. The committee agreed that it would be good to have the March finance committee meeting be dedicated to discussing the various grants the MPO receives and what projects are funded by each grant.

Financial Statement Presentation for Council

Currently the quarterly unaudited financial statements are presented to Council as an action item. In the past they have been accepted without discussion. Staff requested the unaudited financial statements

be presented to Council as part of the consent agenda. Staff would be available at the meeting if the financials were pulled from the consent agenda and staff input was required. The finance committee agreed to have the unaudited financial statements presented as part of the consent agenda.

Non Reimbursable use of MPO Operating Reserve Funds.

Hedberg reported that all severance payments to the prior executive director under the terms of her contract have been determined to be an allowable expense under our grants as part of indirect costs. Indirect cost rates are based on audited financial statement information that is two years old (i.e. the FY 2018 rate was based on the 2016 audited numbers). This means the MPO will be reimbursed for the costs as part of indirect costs in future years. It has also been determined that legal expenses before, during and after commencement of a judicial or administrative proceeding are not allowable expenses and will need to be covered by local match. Both of these items will negatively affect non reserve cash flow. These items currently amount to approximately \$88,000 with additional legal fees anticipated. Staff requested that \$100,000 be moved from reserves. Based on prior years, it would take approximately three years to replenish the operating reserves. The finance committee recommends Council approve a transfer of \$100,000 to be used for these expenses.

Executive Director Recruitment Costs

Discussion was held regarding the consulting costs for executive director recruitment. Preliminary information indicates the cost for full recruitment would equal 20% of the first year salary. For example, if the salary was \$130,000, the recruitment costs would be \$26,000. The HR committee will have additional information after their next meeting and will bring any recommendations to Council.

The meeting was adjourned at 8:25 a.m.

EXECUTIVE SUMMARY of the
TECHNICAL ADVISORY COMMITTEE (TAC)
North Front Range Transportation and Air Quality Planning Council
February 21, 2018

APPROVAL OF THE JANUARY 17, 2018 TAC MINUTES

Anderson stated the open houses identified during roundtable were for the Weld County Road (WCR) 29 Access Control Plan, not WCR 49. The January 17, 2018 TAC meeting minutes were approved unanimously as corrected.

PRESENTATIONS

None this month.

CONSENT AGENDA

No items this month.

ACTION ITEM

Advancing STBG Funding for US34 Widening Project - Kealy stated the FY21 Surface Transportation Block Grant (STBG) became fiscally unconstrained due to a reduction in the planning estimate. Unprogrammed funds in FY19 are available to make up the difference. Staff requested TAC approval to advance \$350,000 from FY21 to FY19 for the *US 34 Widening: Boise Avenue to I-25* project. Jones moved to approve the advancement of funds. Wagner seconded the motion and it passed unanimously.

DISCUSSION ITEMS

FY2019-2022 Transportation Improvement Program (TIP) Process - Kealy stated the NFRMPO **is converting to an annual TIP adoption cycle to better align with CDOT's** Statewide Transportation Improvement Program (STIP). The Draft FY2019-2022 TIP will be a Discussion Item in March.

CDOT Draft 2018 Ballot Project List - Karasko stated five projects in the NFRMPO region are on the draft project list, a subset of **CDOT's** 10-Year Development Program. CDOT drafted the project list in preparation for the proposed 2018 ballot initiative. Karasko asked if the five projects reflected the priorities in the region, and TAC members agreed they did. This item will return for Action in March.

NoCo Bike/Ped Collaborative-TAC Structure - Jones stated the structure between NoCo and TAC needs to be clarified, and Action items that emerge from NoCo need to be brought to TAC before going to Planning Council. Fodge agreed NoCo would bring Action items to TAC in the future, and stated they are open to any structure to improve the effectiveness of NoCo. Karasko stated an executive summary of the NoCo meetings will be included in future TAC packets.

NoCo Bike/Ped Collaborative Memo to CDOT Request - Fodge stated NoCo is requesting CDOT install box culverts at the Box Elder Creek and Big Thompson River crossings as part of the North I-25 Expansion project. A meeting with CDOT is scheduled for March 9 to discuss alignment, funding sources, and cost estimates. Willis asked if TAC would support this infrastructure investment if trail-specific money were to become available, and TAC members agreed the investment would be worthwhile.



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Kathy Gilliland
Transportation Commission*

MPO Staff

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

Memorandum

TO: NFRMPO Council

FROM: Crystal Hedberg

Date: March 1, 2018

RE: CY 2017^{4th} Quarter Unaudited Financial Statements

The North Front Range Transportation and Air Quality Planning Council (NFRT&AQPC) Unaudited Financial Statements for the 4th 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-4th Quarter

Fort Collins requested to exchange FY 2016 \$5310 funds for local dollars in the amount of \$31,968 and the MPO agreed. These funds were used to finance mobility management activities in 2017 for the TMA. This exchange used 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 received in October 2017. The amount of FY 2017 \$5310 funds to be exchanged with Fort Collins for local dollars was determined to be \$28,212. This was accrued in December and is included in accounts receivable.

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.

The fourth quarter revenues exceeded expenditures resulting in a excess of \$51,975 with an annual excess of \$24,270. The excess 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 – 4th 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 December 2017 and remain as part of the recorded accounts receivable as of December 2017. The amount of FY 2017 §5307 (\$600,451) and §5339 (\$57,701) funds to be exchanged with Fort Collins for local dollars was accrued in December and is also included in accounts receivable.

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.

The fourth quarter revenues exceeded expenses resulting in a net annual increase of \$500,607 at year end. This is mainly due to funds exchanged with Fort Collins.

Due to the decrease in ridership over the past few years, the budget had anticipated use of a total of \$94,097 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 4th Quarter Unaudited Financial Statements dated December 31, 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

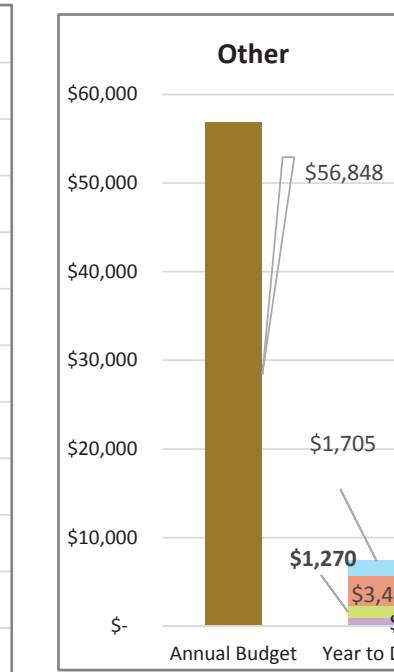
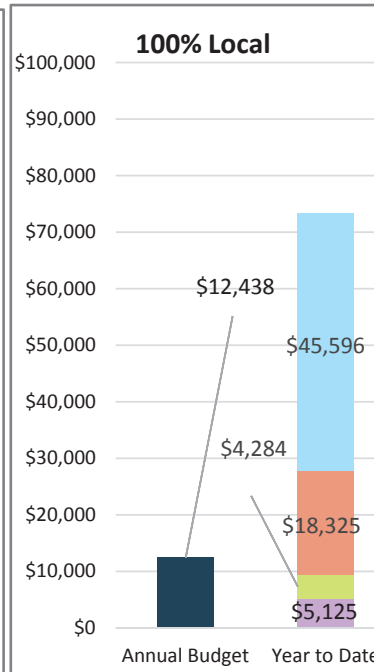
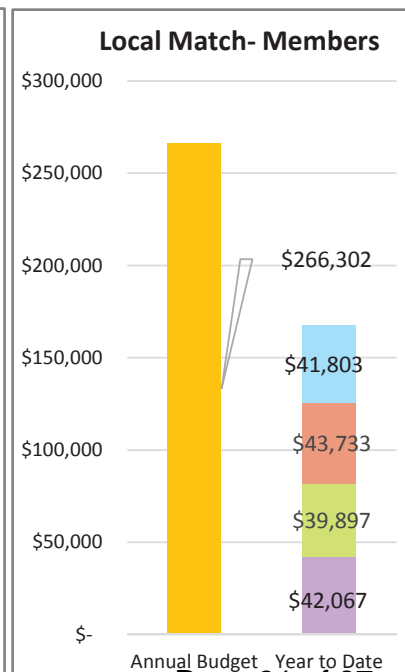
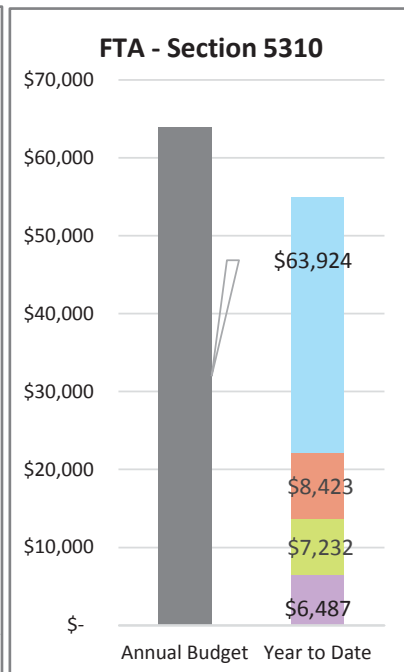
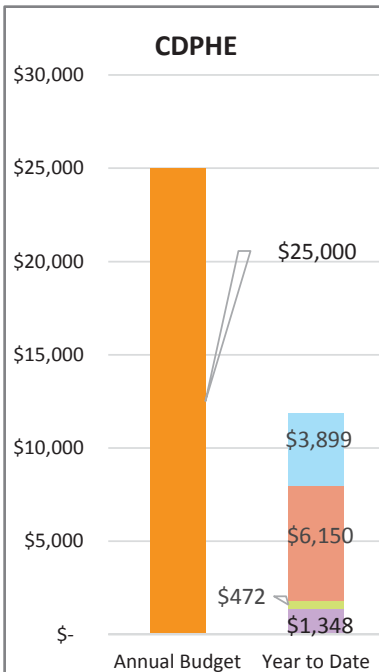
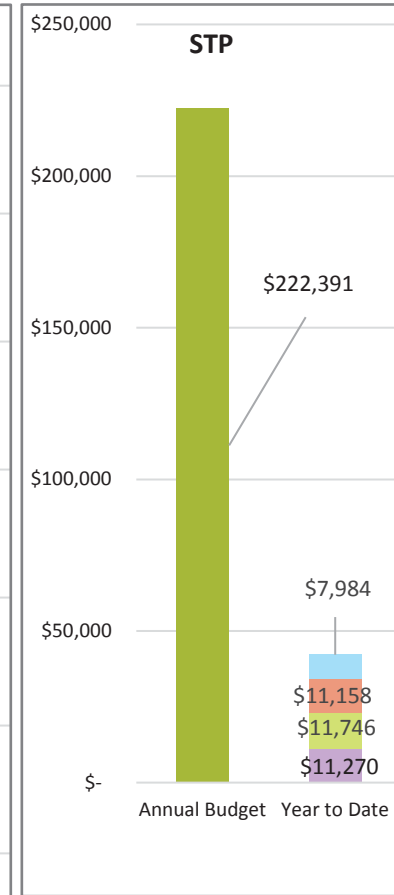
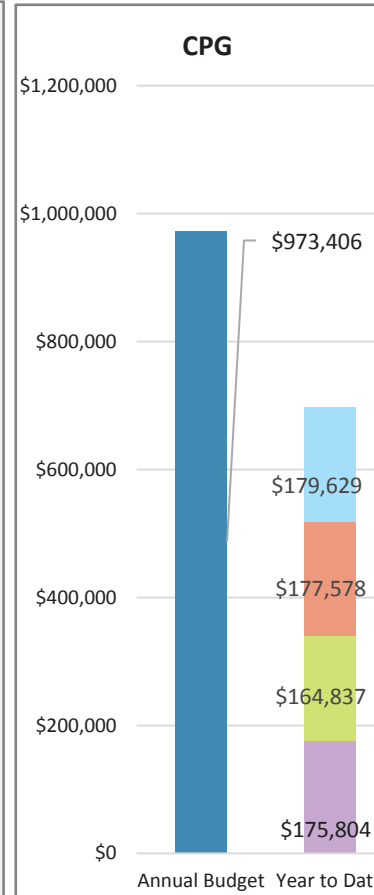
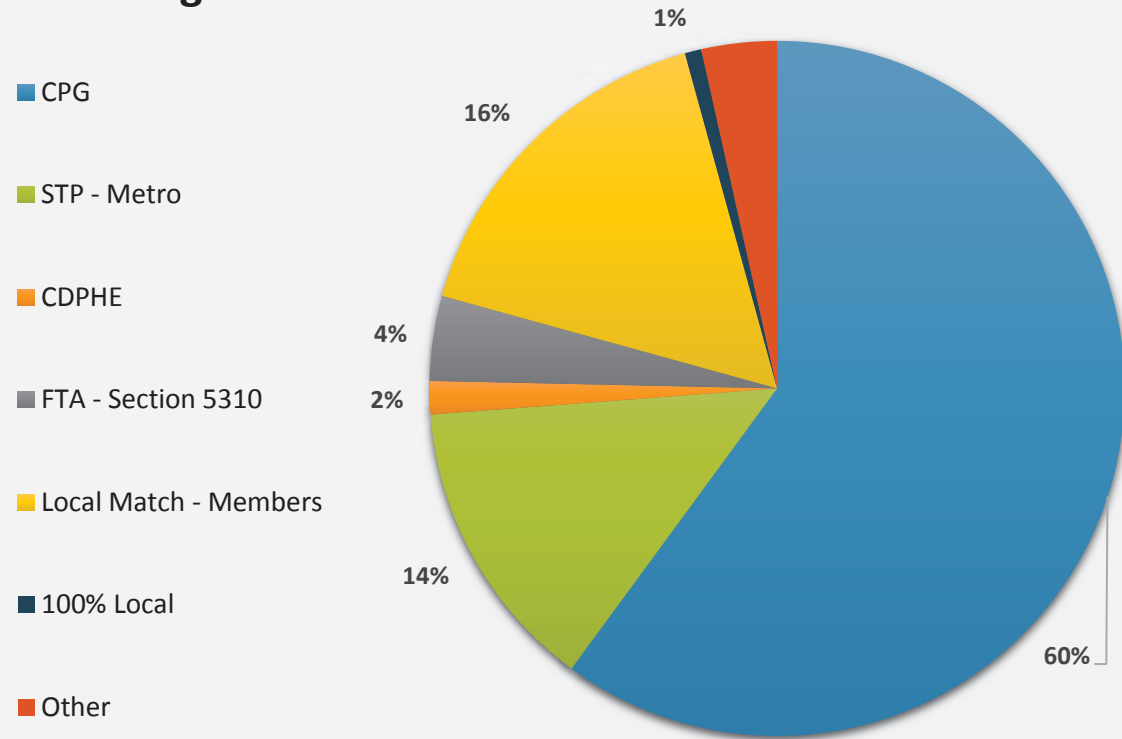
benefit to both projects and activities. Indirect costs include costs which are frequently referred to as overhead expenses (for example rent) and general administrative expenses (for example accounting department costs and office supplies). In approving annual indirect cost rates, CDOT uses expenditures based on the last audited financial statements, usually two years in arrears (for example, the 2017 indirect cost rate was calculated using the 2015 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 - 2017

Q1 Q2 Q3 Q4

Annual Budgeted Revenue

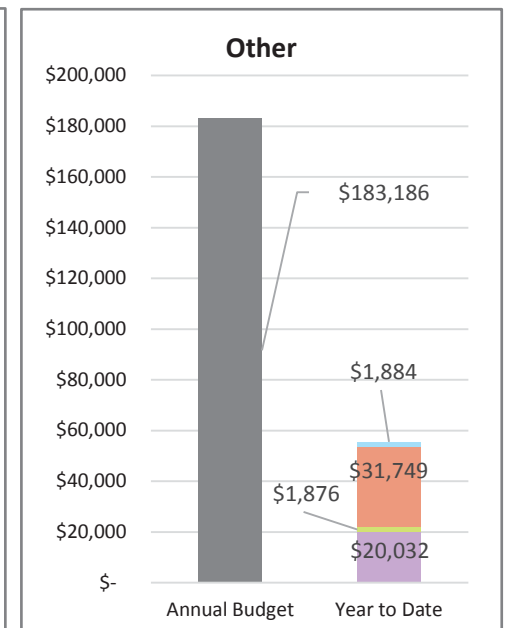
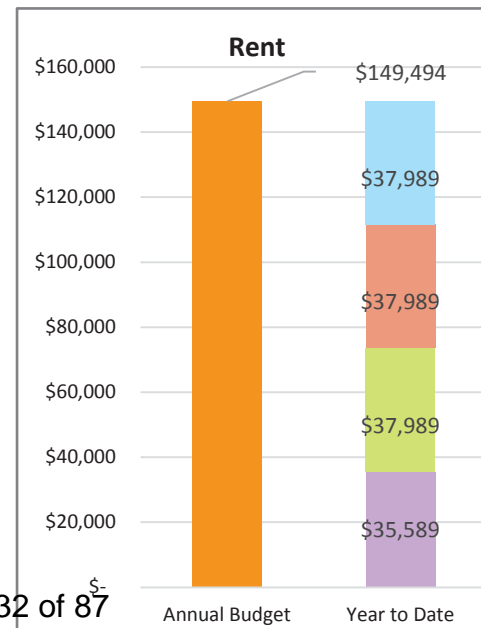
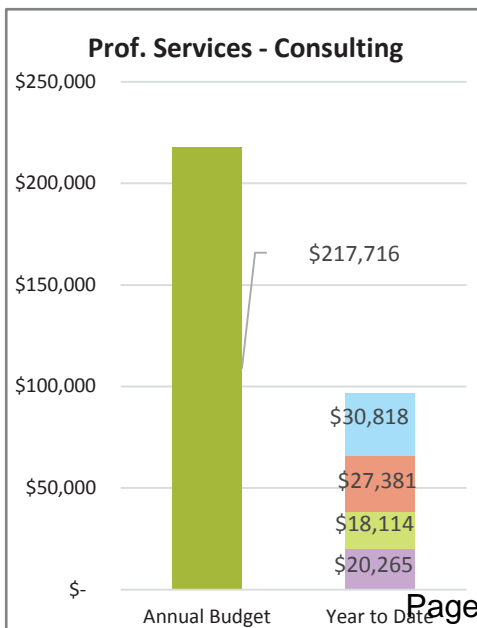
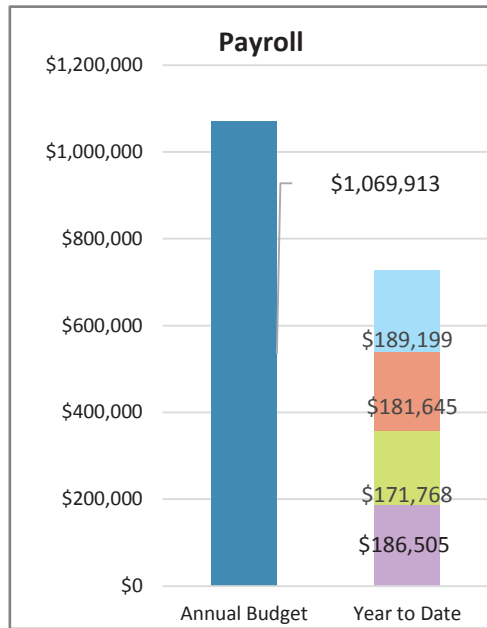
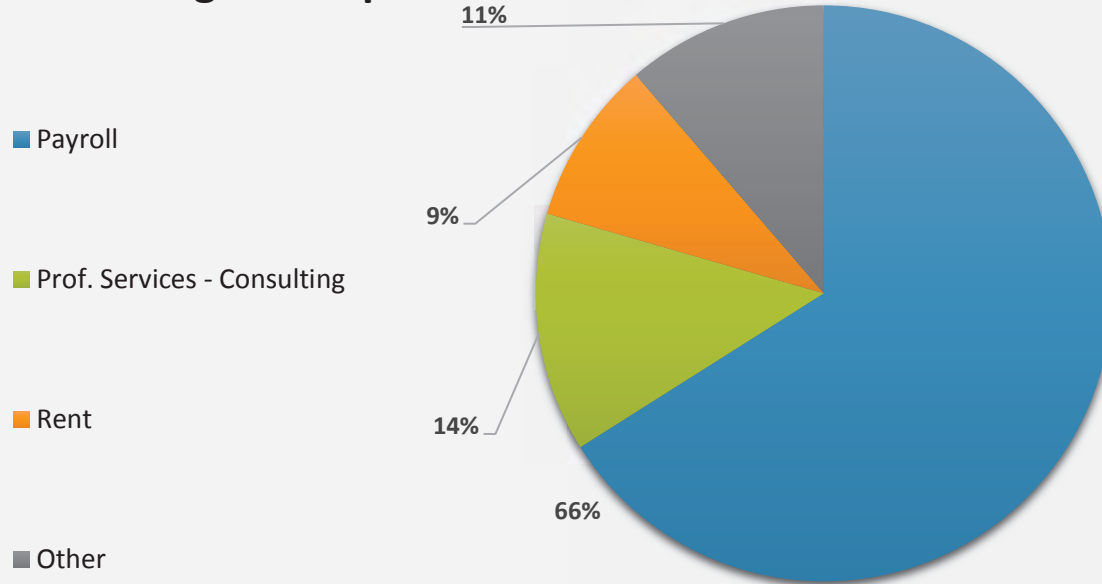


Metropolitan Planning Organization - EXPENSES

Annually Budgeted Expenses vs. Expenses - 2017

Q1 Q2 Q3 Q4

Annual Budgeted Expenses



METROPOLITAN PLANNING ORGANIZATION
Statement of Net Position
December 31, 2017

ASSETS	
Cash and Cash Equivalents	\$84,433
Investments	464,910
Receivables	175,255
Due from VanGo	12,028
Prepays	1,404
Capital Assets, net	53,506
Grant Receivables for Long Term	
Liabilities	
Total Assets	<u><u>791,536</u></u>

LIABILITIES AND NET ASSETS

LIABILITIES	
Accounts Payable and Acrued	
Liabilities	41,935
Deferred Revenue	
Long-Term Liabilities	
Loan Payable to VanGo	33,569
Capital Leases	
Accumulated Leave	39,144
Total Liabilities	<u><u>114,647</u></u>

FUND BALANCE	
Unreserved	652,618
Current Year Revenue over	
(under) Expenditures	24,270
Total Fund Balance	<u><u>676,888</u></u>

Total Liabilities and Fund	
Balance	<u><u>791,536</u></u>

METROPOLITAN PLANNING ORGANIZATION
Revenue, Expenditures & Change in Fund Balance
For the Twelve Months Ending December 31, 2017

	4th Qtr Actual	Annual Actual	Annual Budget	Annual Variance	% Complete	
REVENUE						
FHWA - Federal Income - CPG	\$179,629	\$697,848	\$973,406	\$275,557	71.69%	
FHWA - Federal Income - STP-Metro	7,985	42,158	222,391	180,233	18.96%	
FTA-Federal Income-405C			1,108	1,108	0.00%	①
FTA Federal Income-Section 5310	4,811	26,954	31,746	4,792	84.91%	
State Planning Funds	133	133	30,000	29,867	0.44%	②
State-CDPHE	3,899	11,868	25,000	13,132	47.47%	③
Subtotal Grant Revenue	196,456	778,961	1,283,649	504,688	60.68%	
Local match - Member Entites	41,802	167,500	266,302	98,802	62.90%	
100% Local	45,596	73,330	12,438	(60,892)	589.59%	④
Subtotal Local - All Sources	87,398	240,830	278,739	37,909	86.40%	
City of Fort Collins Funds	28,011	28,011	32,178	4,167	87.05%	
Gain on Sale of Assets		2,075		(2,075)	0.00%	
Subtotal Other Program Revenues	28,011	30,086	32,178	2,092	93.50%	
Miscellaneous Revenue	57	191		(191)	0.00%	
Interest Earned	1,515	4,994		(4,994)	0.00%	
Use of Reserves			25,743	25,743	0.00%	④
Subtotal Other Revenue Sources	1,572	5,185	25,743	20,558	20.14%	
Total Revenue- Combined Sources	313,437	1,055,062	1,620,309	565,247	65.11%	
EXPENDITURES/EXPENSES						
Administration	55,033	170,126	245,555	75,428	69.28%	
Transportation Planning	125,525	522,031	771,846	249,814	67.63%	
Mobility Management	8,641	36,959	52,513	15,554	70.38%	
Subtotal Payroll Expense	189,199	729,117	1,069,913	340,796	68.15%	
Professional Services & Consulting	30,818	96,578	217,716	121,137	44.36%	⑤
Subtotal professional Services & Consulting	30,818	96,578	217,716	121,137	44.36%	
Fleet Expense	493	2,962	3,750	788	79.00%	
Insurance Expense	841	3,383	4,973	1,590	68.03%	
Office Furniture/Equipment (non-cap)	2,612	10,341	96,523	86,181	10.71%	⑥
Office Supplies	568	2,399	5,226	2,827	45.90%	
Communications (phone/data/fax)	2,470	10,383	10,874	491	95.48%	
Postage	341	1,049	2,258	1,209	46.46%	
Printing		(25)	1,061	1,085	-2.33%	⑦
Rent	37,989	149,558	149,494	(63)	100.04%	
Credit Card Fees (VanGo)						
Lease, etc.)	1,488	9,958	26,309	16,351	37.85%	
Dues, licensing and Subscriptions	1,857	22,434	23,615	1,181	95.00%	
Maintenance Contracts - Copier maintenance/usage	2,425	13,000	38,262	25,262	33.98%	
Event/Meeting Expense	2,602	8,652	10,997	2,345	78.68%	
Indirect Costs	(19,235)	(79,718)	(156,078)	(76,359)	51.08%	
Travel/Conference/Training Expense	5,874	26,090	33,339	7,249	78.26%	
Capitalized Equipment /Vehicles	(451)	24,585	79,828	55,243	30.80%	
Interest Expense		46		(46)	0.00%	⑧
Loan Payments			2,250	2,250	0.00%	⑨
Subtotal Other Expenses	39,873	205,097	332,680	127,584	61.65%	
Total Expenditures/Expenses	259,890	1,030,792	1,620,309	589,517	63.62%	
Excess(Deficiency of Revenue over Expenditures)	53,547	24,270	0	(24,270)		⑩

METROPOLITAN PLANNING ORGANIZATION
Revenue, Expenditures & Change in Fund Balance
For the Twelve Months Ending December 31, 2017

Explanation of Variances

- ① FTA 405C grant not yet received
- ② Projects funded with State Planning/Research grant was not received until late December 2017. Therefore very little time was spent on the project(s).
- ③ The majority of the CDPHE funds for the contract ending 06/30/17 were expended in 4th quarter 2016 resulting in very little expended in 1st and second quarter 2017.
- ④ This includes amounts spent on professional development (Christiana) that was budgeted to be funded from reserves.
- ⑤ Audit is paid for in the first two quarters of the year. Consulting costs for work on the Transportation Model Update won't occur until 2018.
- ⑥ Purchase of computers was postponed until 2018
- ⑦ Printing charges are included in maintenance contracts.
- ⑧ Interest paid to the VanGo™ program on the Leasehold Improvement loan.
- ⑨ Loan payment of \$8415 was made in September and booked against the loan payable. The remaining balance of the loan is \$33569.
- ⑩ The excess of revenue over expenditures is due to indirect cost allocations approved by CDOT

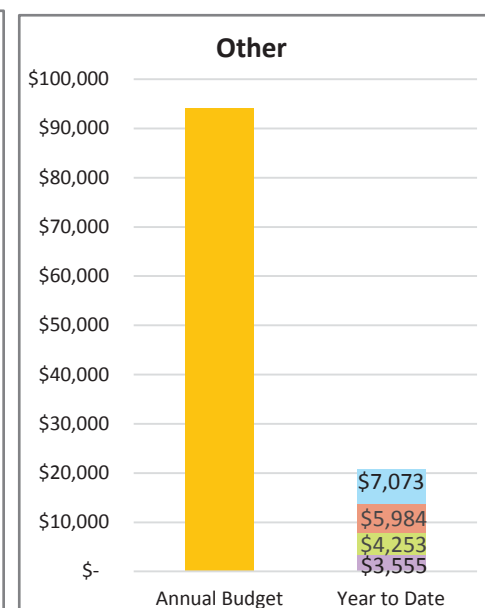
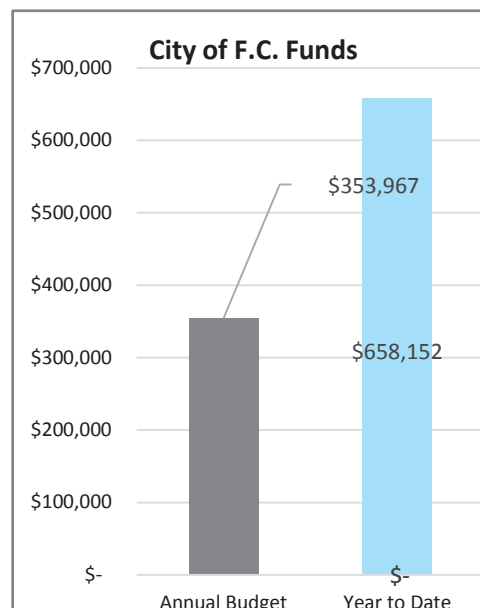
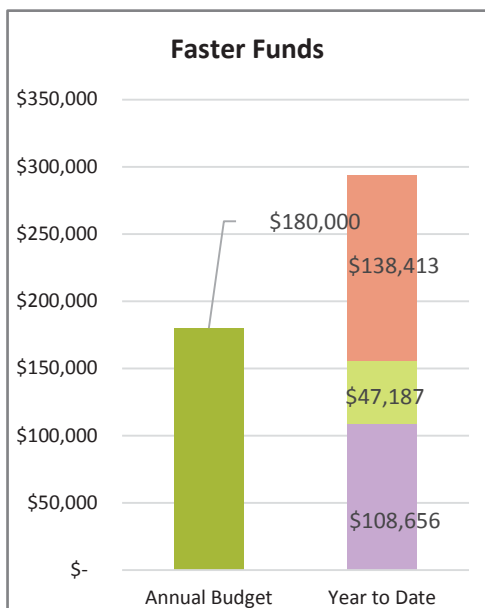
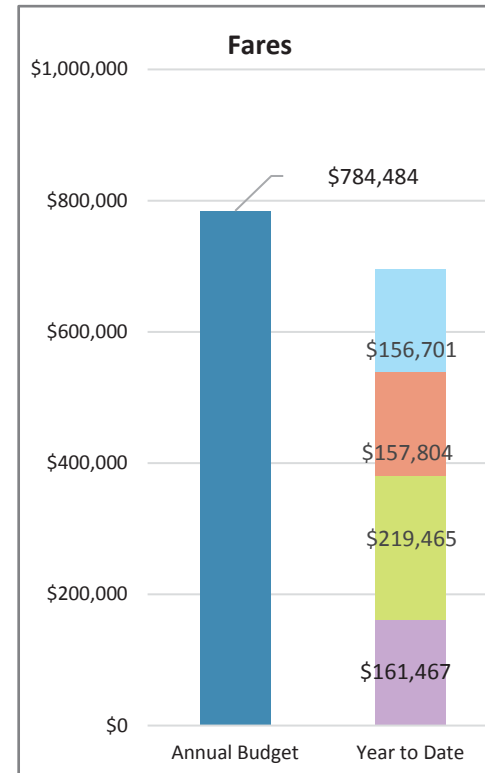
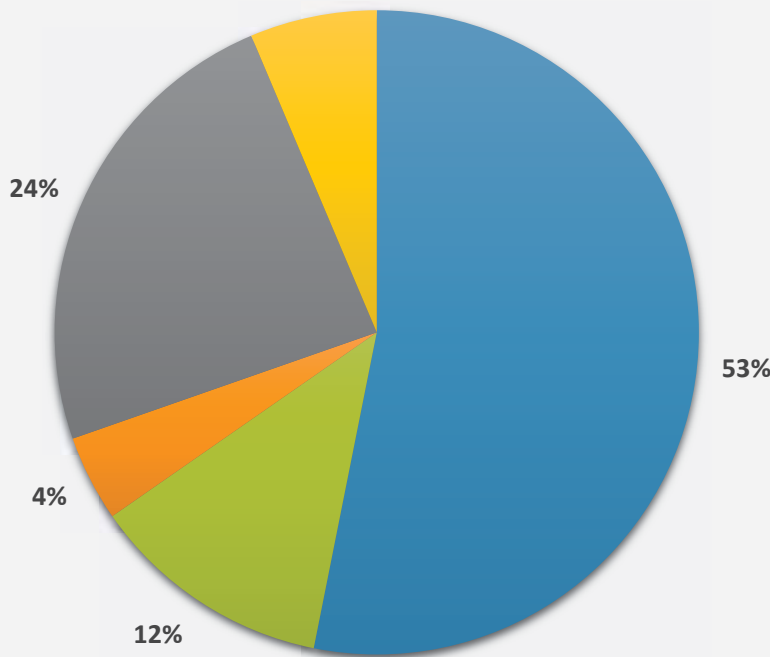
VanGo™ - REVENUE

Annual Budgeted Revenue vs. Revenue - 2017

Q1 Q2 Q3 Q4

Annual Budgeted Revenue

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



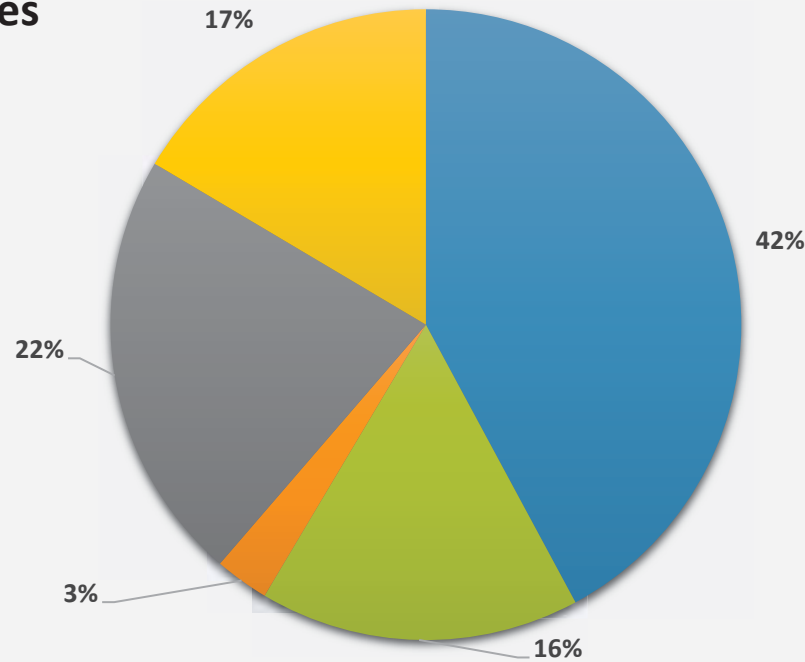
VanGo™ - EXPENSES

Annual Budgeted Expenses vs. Expenses - 2017

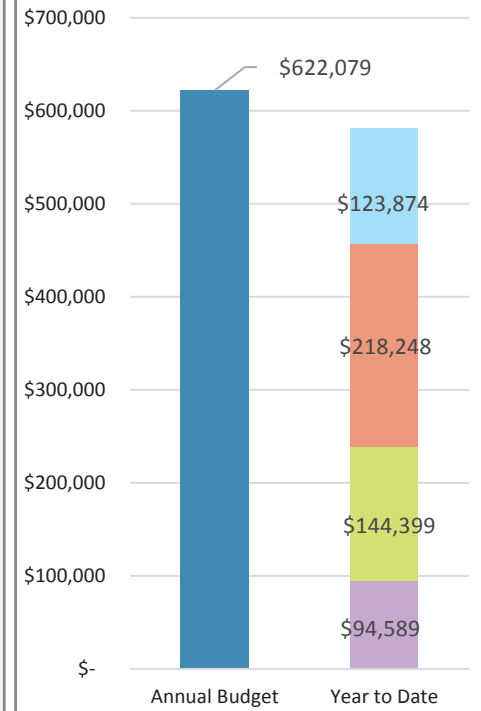
Q1 Q2 Q3 Q4

Annual Budgeted Expenses

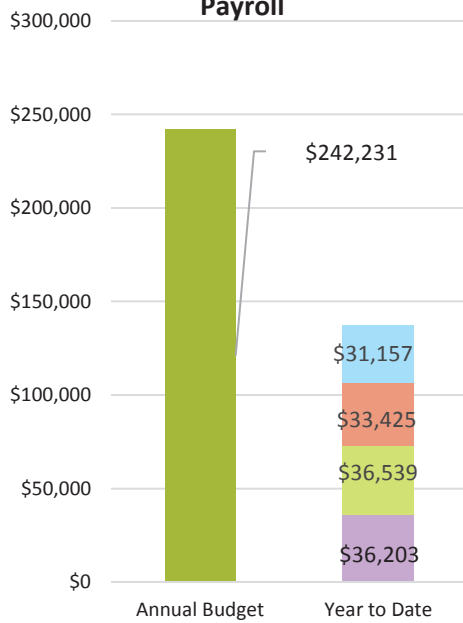
- Fleet
- Payroll
- Prof. Services - Consulting
- Capitalized Equipment/ Vehicles
- Other



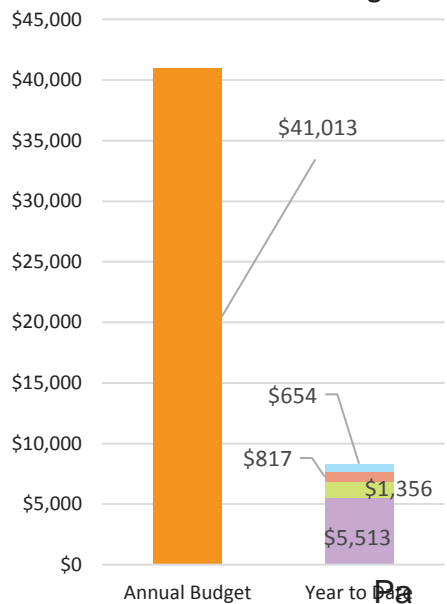
Fleet



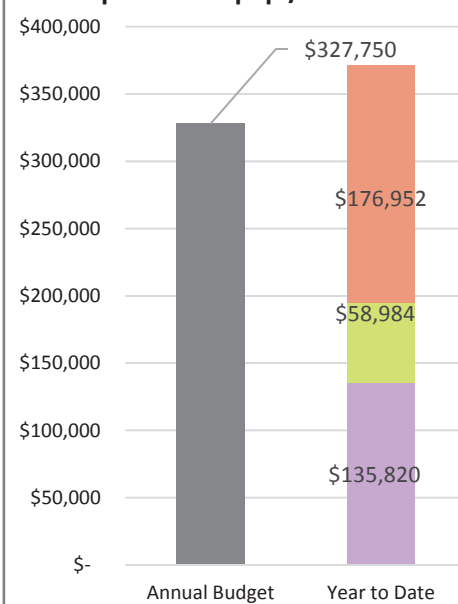
Payroll



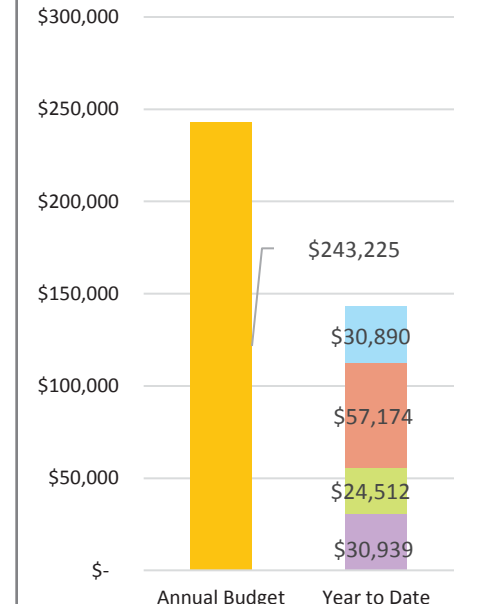
Prof. Services - Consulting



Capitalized Equip./ Vehicles



Other



VanGo
Statement of Net Assets
December 31, 2017

ASSETS

Cash and Cash	
Equivalents	\$116,126
Cash-Savings	93,170
Investments	2,313,997
Receivables	730,571
Loan Receivable	33,569
Capital Assets, net	660,974
Total Assets	<u><u>3,948,408</u></u>

LIABILITIES AND NET
ASSETS

LIABILITIES

Accounts Payable and Accrued Liabilities	63,191
Long-Term Liabilities	
Accumulated Leave	5,008
Total Liabilities	<u>68,199</u>

FUND BALANCE

Unreserved	3,379,603
------------	-----------

Current Year Revenue over (under) Expenditures	500,607
Total Fund Balance	<u><u>3,880,209</u></u>

Total Liabilities and Fund Balance	<u><u>3,948,408</u></u>
---------------------------------------	-------------------------

VanGo
Revenue, Expenditures & Changes in Fund Balance
For the Twelve Months Ending December 31, 2017

	4th Qtr Actual	Annual Actual	Annual Budget	Annual Variance	% Complete	
REVENUE						
State - FASTER Funds		\$294,256	\$180,000	(\$114,256)	163.48%	(a)
Subtotal Grant Revenue		294,256	180,000	(114,256)	163.48%	
<hr/>						
Program Revenue - Fares	156,701	695,436	784,484	89,048	88.65%	
Sale of Vehicles		73,942	63,750	(10,192)	115.99%	(b)
City of Fort Collins Funds	658,152	658,152	353,967	(304,185)	185.94%	(c)
Subtotal VanGo Revenue-All Sources	814,853	1,721,786	1,382,201	(339,585)	124.57%	
Interest Earned	7,073	20,866		(20,866)	0.00%	
Use of Reserves			94,097	94,097	0.00%	
Subtotal Other Revenue Sources	7,073	20,866	94,097	73,231	22.17%	
Total Revenue- Combined Sources	821,926	1,742,652	1,476,298	(266,354)	118.04%	
<hr/>						
EXPENDITURES/EXPENSES						
Fleet Expense						
Fleet Insurance	29,567	116,550	118,750	2,200	98.15%	
Fleet Motor Fuel & Oil	37,364	125,158	255,258	130,100	49.03%	
Fleet Repairs & Maintenance	53,059	250,123	227,521	(22,602)	109.93%	
Fleet Repairs & Maintenance-Insurance Deductible	1,000	4,500	4,625	125	97.30%	
Guaranteed Ride Home	533	1,441	10,425	8,984	13.82%	
Fleet Other	2,351	6,132	5,500	(632)	111.49%	
FTA Repayments		77,206		(77,206)	0.00%	
Subtotal Fleet Expense	123,874	581,110	622,079	40,969	93.41%	
VanGo Payroll	31,157	137,324	242,231	104,907	56.69%	(d)
Professional Services and Consulting	654	8,340	41,013	32,673	20.34%	(e)
Office Furniture/Equipment (non-cap)		817		(817)	0.00%	
Office Supplies			100	100	0.00%	
Postage		4	100	96	4.00%	
Credit Card Fees	3,448	13,972	15,875	1,903	88.01%	
Other Office Operating (Facility, Office Equipment Lease, etc.)		132	150	18	88.00%	
Dues, Licensing and Subscriptions	575	974	1,469	495	66.30%	
Maintenance Contracts - Copier maintenance/usage	3,835	22,099	24,173	2,073	91.42%	
Bad Debt		(277)	186	463	-147.34%	(f)
Rideshare Promotion	2,509	18,894	35,000	16,107	53.98%	
Event/Meeting Expense		2,907	2,675	(232)	108.67%	
Indirect Costs	19,235	79,718	156,078	76,360	51.08%	
Travel/Conference/ Training	1,288	4,275	7,419	3,144	57.62%	
Interest Expense						
Capitalized Equipment/Vehicles		371,756	327,750	(44,006)	113.43%	(g)
Subtotal Other Expenses	30,890	515,271	570,975	55,704	90.24%	
Total Expenditures/Expenses	186,575	1,242,045	1,476,298	234,253	84.13%	
Excess(Deficiency of Revenue over Expenditures)	635,351	500,607	0	(500,607)		

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 was originally budgeted.
- (b) The sale of six vans was budgeted for 2017. With the reduction in active routes, twelve vans have been sold for 2017.
- (c) Fort Collins exchange fund amounts determined during the 4th quarter were higher than budget.
- (d) Payroll was budgeted using prior staff salaries.
- (e) Consulting services for adding the national transit database module to the VanGo portal were delayed. Determined during January 2018 not to pursue this portion of the portal.
- (f) Prior year bad debt was recovered.
- (g) CY 2017 budget accounts for 6 vans to be sold. During 2017 twelve vans were sold.

<u>4th Quarter Professional Services & Consulting</u>	Year-to-Date			
	2017	2017		%
<u>Professional Services & Consulting Administration</u>	Budget	Actual	Variance Under (over)	
<u>Information Technology Services</u>				
Greystone	\$ 42,995.50	\$ 28,730.00	\$ 14,265.50	66.82%
Njevity	\$ 2,000.00	\$ 1,575.00	\$ 425.00	78.75%
<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	\$ 25,261.00	\$ 13,064.65	\$ 12,196.35	51.72%
<u>Human Services</u>				
Professional Development(Christina)	\$ 25,742.50	\$ 36,087.50	\$ (10,345.00)	140.19%
Turning the Corner-HR Services		\$ 1,000.00	\$ (1,000.00)	
Larimer County-Interim Executive Director		\$ 2,375.00	\$ (2,375.00)	
	\$ 118,999.00	\$ 94,832.15	\$ 24,166.85	79.69%
<u>VanGo™ Program</u>				
Portal- NTD Module	\$ 37,625.00	\$ -	\$ 37,625.00	0.00%
<u>Planning</u>				
Transportation Model Update	\$ 86,003.75			0.00%
SE Data Project	\$ 5,000.00	\$ 5,000.00	\$ -	100.00%
Local Transportation Plans	\$ 9,000.00	\$ -	\$ 9,000.00	0.00%
	\$ 100,003.75	\$ 5,000.00	\$ 9,000.00	5.00%
Translation Services	\$ 550.00	\$ 98.50	\$ 451.50	17.91%
Volunteer Drivers Program	\$ 1,550.00	\$ 4,987.85	\$ (3,437.85)	0.00%
	\$ 2,100.00	\$ 5,086.35	\$ (2,986.35)	17.91%
Year-to-Date Professional Services & Consulting Total	\$ 258,727.75	\$ 104,918.50	\$ 67,805.51	40.55%

(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) Christina did additional work on the executive director's 360 review.

(c) Consulting services for adding the national transit database module to the VanGo portal were delayed. Determined during January 2018 not to pursue this portion of the portal.

(d) Work won't begin on the transportation Model update until 2018

(e) Training on new software program

North Front Range Transportation and Air Quality Planning Council
Cash and Investment Institution Listing
As of December 31,217

Institution	Account Number	Balance as of September 30, 2017		
		MPO	VanGo	Total
Cash				
1st National Bank	8629	\$ 84,357.55		\$ 84,357.55
1st National Bank	7343		\$ 116,125.88	\$ 116,125.88
Petty Cash		\$ 75.00		\$ 75.00
Total Cash		\$ 84,432.55	\$ 116,125.88	\$ 200,558.43
Savings				
Public Service Credit Union	0095			\$ -
1st National Bank	6539		\$ 93,170.10	\$ 93,170.10
Total Savings		\$ -	\$ 93,170.10	\$ 93,170.10
Investments				
COLOTRUST	8001	\$ 464,910.13	\$ 2,313,997.00	\$ 2,778,907.13
Total Investments		\$ 464,910.13	\$ 2,313,997.00	\$ 2,778,907.13
Total Savings and Investments		\$ 549,342.68	\$ 2,523,292.98	\$ 3,072,635.66

Operating Reserves		Capital Reserve	Other	Other	Total
MPO*	VanGo	VanGo	MPO***	VanGo **	
			\$ 84,357.55		\$ 84,357.55
				\$ 116,125.88	\$ 116,125.88
			\$ 75.00		\$ 75.00
\$ -	\$ -	\$ -	\$ 84,432.55	\$ 116,125.88	\$ 200,558.43
				\$ -	\$ -
				\$ 93,170.10	\$ 93,170.10
\$ -	\$ -	\$ -		\$ 93,170.10	\$ 93,170.10
\$ 464,910.13	\$ 387,294.50	\$ 419,876.05	\$ -	\$ 1,506,826.45	\$ 2,778,907.13
\$ 464,910.13	\$ 387,294.50	\$ 419,876.05	\$ -	\$ 1,506,826.45	\$ 2,778,907.13
\$ 464,910.13	\$ 387,294.50	\$ 419,876.05	\$ 84,432.55	\$ 1,716,122.43	\$ 3,072,635.66

* \$452,416.87 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.



419 Canyon Avenue, Suite 300
 Fort Collins, Colorado 80521
 (970) 221-6243
 (800) 332-0950 (VanGo)
 FAX: (970) 416-2406
www.nfrmpo.org
www.VanGoVanpools.org

MPO Planning Council
Commissioner Tom Donnelly- Chair
Larimer County
Mayor Kristie Melendez-Vice Chair
Town of Windsor
Jennifer Baker
Town of Berthoud
Mayor Kevin Ross- Past Chair
Town of Eaton
Mark Clark
City of Evans
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Town of Garden City
Robb Casseday
City of Greeley
Troy Mellon
Town of Johnstown
Paula Cochran
Town of LaSalle
Dave Clark
City of Loveland
Mayor Pro-Tem Linda Measner
Town of Milliken
Mayor Don Brookshire
Town of Severance
Aaron Pearson
Town of Timnath
Commissioner Julie Cozad
Weld County
Chris Colclasure
CDPHE- Air Pollution Control Division
Kathy Gilliland
Transportation Commission

MPO Staff
Suzette Mallette
Interim Executive Director
Becky Karasko
Regional Transportation Planning
Director
Renae Steffen
Administrative Director
Crystal Hedberg
Finance Director

March 1, 2018

Sherman Spear
 Union Pacific Railroad
 1400 West 42nd Avenue, Building 1259
 Denver, CO 80221

RE: Town of Eaton’s Request to Expedite 5th Street and Union Pacific Railroad At-Grade Crossing Improvement Project

Dear Mr. Spear:

The North Front Range Metropolitan Planning Organization (NFRMPO) is the Metropolitan Planning Organization (MPO) for communities in the North Front Range of Colorado, including the Town of Eaton. The NFRMPO strives to provide support for its member communities to improve mobility, safety, and quality of life. The NFRMPO strongly supports the Town of Eaton’s commitment to reducing crashes and fatality incidents at the 5th Street and Union Pacific Railroad at-grade crossing.

On February 6, 2018 the Town of Eaton suffered a second fatality crash in less than a year involving a high school student at the 5th Street at-grade crossing. While this crossing is scheduled for improvements, including signalization and automatic gates, the project’s proposed completion date is not until 2019. The increase in development in the Town of Eaton, including a new Elementary School on the eastern side of the Union Pacific Railroad line, along with the two fatality crashes necessitate an accelerated timeline for the project.

The Town of Eaton has appealed to Union Pacific, the Colorado Public Utilities Commission, and the Colorado Department of Transportation in an effort to have this project expedited, a request the NFRMPO Planning Council fully supports. The NFRMPO appreciates the Union Pacific Railroad’s commitment to safety for their employees, communities, and customers as well as the goal of zero vehicle grade crossing accidents through UP CARES and Operation Lifesaver. It is the NFRMPO Planning Council’s hope that this commitment to safety will enable the 5th Street at-grade crossing improvements project to be expedited and completed before another life is lost.

Please feel free to contact me if you have any questions.

Sincerely,

Tom Donnelly
 NFRMPO Council Chair

CC: Pamela Fischhaber, Colorado Public Utilities Commission
 Lance Kippen, Union Pacific Railroad
 Johnny Olson, Colorado Department of Transportation, Region 4
 Kevin Ross, Town of Eaton
 Sara Thompson Cassidy, Union Pacific Railroad



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MPO Planning Council

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

MPO Staff

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

Memorandum

TO: NFRMPO Council
FROM: Crystal Hedberg
Date: March 1, 2018
RE: Extension of IGA with Larimer County and Mallette

The MPO entered into an agreement with Larimer County and Suzette Mallette effective December 13, 2017 for Mallette to become a loaned employee to the MPO.

The Agreement would terminate on the first to occur of the following

- a) March 13, 2018
- b) Return of MPO's executive director of filling of MPO's executive director position.
- c) At any time for any reason upon seven (7) days' prior written notice of termination to the other parties by County, or by MPO, or by Mallette.

The MPO is in the process of filling the executive director position, but is in the initial stage of that process and is unlikely to have the position filled by March 13, 2018.

An amendment to the IGA is being presented to extend Mallette's time as a loaned employee to June 30, 2018. There will be no other changes to the agreement.

**FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT
BETWEEN LARIMER COUNTY, SUZETTE MALLETTE,
AND NORTH FRONT RANGE METROPOLITAN PLANNING ORGANIZATION
FOR LOANED EMPLOYEE**

THIS FIRST AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT IS entered into this _____ day of _____, 20____, made by and between LARIMER COUNTY (“County”), SUZETTE MALLETTE (“Malette”), and the NORTH FRONT RANGE METROPOLITAN PLANNING ORGANIZATION (the “MPO”).

1. The County, Mallette and the MPO entered into the Agreement effective December 13, 2017. Pursuant to Paragraph 10 of the Agreement, the Agreement will terminate on the first to occur on any of the following:
 - a. March 13, 2018
 - b. Return of MPO’s executive director or filling of MPO’s executive director position
 - c. At any time for any reason upon seven (7) days’ prior written notice of termination to the other parties by County, or by MPO, or by Mallette.
2. Due to the fact that the MPO has not filled the executive director’s position, the County, Mallette, and the MPO wish to extend the intergovernmental agreement.
3. Paragraph 10 of the Agreement will be amended to read in its entirety as follows;

“This Agreement shall be effective on December 13, 2017 and shall terminate on the first to occur of any of the following:

- a. June 30, 2018
- d. Return of MPO’s executive director or filling of MPO’s executive director position
- e. At any time for any reason upon seven (7) days’ prior written notice of termination to the other parties by County, or by MPO, or by Mallette.

Upon termination, there shall be no right to receive benefits, additional or further compensation, except that which was previously earned.

4. All other terms and conditions of the Agreement shall remain in full force and effect.

Signed and dated this _____ day of _____, 2017

LARIMER COUNTY, COLORADO

By: _____
Mark Peterson
County Engineer

SUZETTE MALLETT

NORTH FRONT RANGE METROPOLITAN
PLANNING ORGANIZATION

By: _____
Tom Donnelly
MPO Chair



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Regional Transportation Planning
Director
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Administrative Director
Crystal Hedberg
Finance Director*

Memorandum

TO: NFRMPO Council
FROM: Crystal Hedberg
Date: March 1, 2018
RE: Draw of MPO Operating Reserves

A severence payment was made to the previous executive director per the terms of her contract. A determination, using the Uniform Guidance, was made by staff and confirmed by CDOT that this expenditure is an allowable expense under our grants as part of indirect costs. Indirect cost rates are based on audited financial statement information that is two years old (i.e. the FY 2018 rate was based on the 2016 audited numbers). This means the MPO will be reimbursed for the costs as part of indirect costs in future years.

Based on information in the Uniform Guidance legal fees before, during and after commencement of a judicial or administrative proceeding are not allowable expenses for reimbursement from federal grants and will need to be covered by local match.

The total of these costs to date is \$87,960. There is an expectation more legal fees will be incurred. Since these costs will negatively affect cash flow, staff is requesting Council approve a draw down of reserves in the amount of \$100,000. Based on previous years, this would be returned to the reserves in approximately three years.



**RESOLUTION NO. 2018-03
OF THE NORTH FRONT RANGE TRANSPORTATION & AIR QUALITY
PLANNING COUNCIL APPROVING THE TRANSFER OF FUNDS FROM THE
MPO OPERATING RESERVE**

WHEREAS, the North Front Range Transportation & Air Quality Planning Council currently maintains a reserve balance of \$464,910; and

WHEREAS, the North Front Range Transportation & Air Quality Planning Council has incurred legal expenses in the amount of \$13,547.00 that are unallowable for grant reimbursement; and

WHEREAS, it is anticipated that additional non allowable legal expenses will be incurred; and

WHEREAS, the North Front Range Transportation & Air Planning Council has incurred severance payments in the amount of \$74,413 that will not be reimbursed immediately; and

WHEREAS, these factors will negatively affect cash flow for the north Front Range Transportation & Air Quality Planning Council

NOW THEREFORE, BE IT RESOLVED, the North Front Range Transportation & Air Quality Planning Council hereby approves transfer of \$100,000 from the MPO Operating Reserves

Passed and adopted at the regular meeting of the North Front Range Transportation & Air Quality Planning Council held this 1st day March, 2018.

Tom Donnelly, Chair

ATTEST:

Suzette Mallette, Interim Executive Director



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Director
Rena Steffen
Administrative Director
Crystal Hedberg
Finance Director*

MEMORANDUM

To: NFRMPO Planning Council
From: Human Resource (HR) Subcommittee
Date: March 1, 2018
Re: Executive Director Search

The NFRMPO hired Turning the Corner, LLC (TTC) as their HR consultant in November 2017. TTC has extensive HR experience in hiring executive level positions and has been working with the HR subcommittee to develop the process that is most comfortable for the Council that will attain the desired results.

TTC developed a proposal for the HR subcommittee's consideration that included three tiers of effort.

Tier 1 is simply posting the job and casting the net wide to all the major job boards. Collect all the resumes and send the ones that are relevant to the MPO's needs to the HR subcommittee. TTC will store all resumes and follow-up with all candidates.

Fee - \$500/month. If there is an average of three months, the fee would be \$1,500. The subcommittee and/or the Council will screen every applicant with minor vetting.

Tier 2 involves screening the candidates for an initial fit. They will not fully vet out each candidate, but will send the most qualified people to the subcommittee.

Fee - \$1,500/month. If there is an average of three months, the fee would be \$4,500. The subcommittee and/or the Council will still be screening the applicants that have had more vetting.

Tier 3 they do all the heavy lifting to support the Council in recruitment process. They screen all the resumes, perform phone screen and a face-to-face interview, use a personality assessment to qualify the candidate further, and check references. The aim is to provide the 2-3 of the top candidates for consideration.

Fee - 20% of 1st year salary, discounted from 30% for current client. Half is due at beginning of recruiting and half due on start date. With a salary of \$140,000 annually the fee would be \$28,000. The subcommittee will receive weekly reports on candidates that will be shared with the whole Council. Only the top candidates will be evaluated by the Council.

Turning the Corner Proposal for Tier 3

Turning the Corner LLC will:

- Hold exclusive right to recruit qualified candidates for the role of Executive Director using proprietary selection processes from date of agreement signing;
- Post job openings on job boards including Indeed, Simply Hired, Craigslist, Glassdoor, and JuJu, as well as the MPO job board and any other niche boards as needed;
- Source passive candidates through LinkedIn, local area user groups, meet-ups, social media sites, campus alumni sites, etc;
- Screen candidates in accordance with agreed upon requirements;
- Interview candidates and verify interest and fit;
- Conduct an OPQ32 strengths and personality assessment on top candidates;
- Support the MPO in scheduling interviews with candidates;
- Check candidate references;
- Negotiate offers between candidates and the MPO, unless the MPO would like to conduct this part themselves;
- Conduct post-hiring reviews with the MPO and any placed candidate. In order for us to guarantee the fulfillment of the role, we will have multiple, regular check-ins with the Executive Director, team, and subcommittee to ensure everything is going smoothly after hire.

Turning the Corner, LLC shall find, recruit and refer the most qualified candidates to you for your consideration. Turning the Corner, LLC is committed to equal employment opportunity and as such, it is our policy to refer individuals based on merit and qualifications without any regard to race, creed, color, religion, national origin, sex, age, marital status, sexual orientation, disability, veteran status or any other illegal consideration.

Timeline and Schedule

- January 25- Meeting held with Council to introduce TTC process and decide to use their services in conjunction with other HR services already contracted for in November 2017.
- January 25- Council approved HR Subcommittee (Dave Clark-Chair, Julie Cozad- Vice Chair, Don Brookshire-member & Suzette Mallette, Ginger Robitaille, Renae Steffen –MPO staff)
- February 8- HR Subcommittee meeting held to review TTC's three Recruiting Support tiers and choose for recommendation to the Executive Committee.
- February 15- HR Subcommittee Chair, Dave Clark, meets briefly with Executive Committee on tiers. Exec Comm agrees with recommendation on tier 3 but also want to hear from the Council at March meeting.
- February 23- HR Subcommittee conference call to review Executive Director Job (Description) posting. Changes were discussed and sent back to the subcommittee.
- March 1- Council to approve level of recruiting services and funding

HR Subcommittee Recommendation

The subcommittee is recommending Tier 3 for the following reasons:

- The HR Subcommittee trusts Ginger at TTC, Inc., as she already highly invested in the MPO and understands what both Council and staff desire for this position.
- The job market is very different than six years ago and the number of qualified applicants may be very low. The Council needs someone with professional experience and a pool of candidates to complete the sourcing process. Neither the subcommittee nor the Council has the time to conduct the thorough screening necessary to get the appropriate fit for the organization as a whole.



RESOLUTION NO. 2018-04
OF THE NORTH FRONT RANGE TRANSPORTATION & AIR QUALITY PLANNING COUNCIL
APPROVING THE EXECUTIVE DIRECTOR SEARCH PROCESS

WHEREAS, the North Front Range Transportation & Air Quality Planning Council (aka NFRMPO) the Metropolitan Planning Organization that represents northern Colorado is responsible for carrying out the federal requirements as described in various sections of 23 USC; and

WHEREAS, the NFRMPO Planning Council is comprised of fifteen member governments that have appointed a Human Resources (HR) Subcommittee to work with a consulting firm (Turning the Corner, LLC) for recruiting an Executive Director for the agency whose position is currently vacant; and

WHEREAS, the HR Subcommittee has been meeting with the consulting firm vetting a process for recruitment; and

WHEREAS, the HR Subcommittee is recommending Tier 3 level of effort which includes: screening all the resumes, performing phone screen and a face-to-face interviews, use a personality assessment to qualify the candidate further, and check references. They will aim to provide the 2-3 of the top candidates. This work effort will be further defined by a scope of work; and

WHEREAS, the HR Subcommittee is aware that the funding for Tier 3 is 20% of the first year salary of the new Executive Director and recommends this level of funding as reasonable compensation for the recruitment effort;

NOW, THEREFORE, BE IT RESOLVED, the North Front Range Transportation & Air Quality Planning Council hereby approves the HR subcommittee recommendation to:

- Retain Turning the Corner, LLC for the Executive Director recruitment
- Use the Tier 3 process
- Provide the funding necessary to support this effort

Passed and approved at the regular meeting of the North Front Range Transportation & Air Quality Planning Council held this 1st day of March, 2018.

Tom Donnelly, Chair

ATTEST:

Suzette Mallette, Interim Executive Director

AGENDA ITEM SUMMARY (AIS)

North Front Range Transportation & Air Quality Planning Council



Meeting Date	Agenda Item	Submitted By
March 1, 2018 Larimer County	CDOT Planning Memorandum of Agreement (MOA)	Becky Karasko
Objective/Request Action		
To review the draft CDOT Planning MOA and to provide comments prior to NFRMPO attorney review and CDOT review and signature.		<input type="checkbox"/> Report <input type="checkbox"/> Work Session <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Action
Key Points		
<ul style="list-style-type: none"> • An MOA is required between the NFRMPO and CDOT. The federal government requires these MOAs to be updated periodically. The current MOA was approved and signed in April 2013. • In 2016, CDOT and FHWA requested the five Colorado MPOs update their MOAs with CDOT to include the new federal Performance Measures, as required in MAP-21 and carried forward with the FAST Act, as well as the MPOs' respective transit agencies. • This new MOA will replace the 2013 MOA between the NFRMPO and CDOT. • This new MOA contains an MOA Implementation Guidance Section, which is specific to each MPO and contains important timelines and documents to be prepared by the NFRMPO. • In mid-2017 the MOA was sent to COLT, Greeley-Evans Transit, and Transfort for their review and approval. The draft MOA was approved by Fort Collins, Greeley, and Loveland, the last being approved in late January 2018. The signatures and resolutions are included in the Draft 2018 MOA. • CDOT is requesting that all Colorado MPOs approve their new MOAs by May 2018. 		
Committee Discussion		
This is the first time Planning Council will review and discuss this document.		
Supporting Information		
Once comments are received from the NFRMPO Council, the draft document will be reviewed by the NFRMPO attorney prior to CDOT and NFRMPO signing the document after final approval in April.		
Advantages		
The Planning MOA is a federal requirement and it is beneficial to approve and sign the updated version prior to the NFRMPO certification scheduled for this spring. This document also outlines the responsibilities of all of the agencies identified in the agreement (CDOT, NFRMPO, COLT, GET, and Transfort) and ensures the timely creation and approval of key NFRMPO documents including the Transportation Improvement Program (TIP), Regional Transportation Plan (RTP), and Unified Planning Work Program (UPWP).		
Disadvantages		
None noted.		
Analysis/Recommendation		
This is a required document that outlines responsibilities and formalizes the verbal agreements and processes used for the planning process for the North Front Range MPO. Staff recommends NFRMPO Council review the draft document and provide any comments or concerns at the March 1, 2018 Planning Council meeting.		
Attachments		
<ul style="list-style-type: none"> • 2013 CDOT-NFRMPO MOA • Draft 2018 CDOT-NFRMPO-GET-Transfort-COLT MOA 		

**MEMORANDUM OF AGREEMENT
FOR
TRANSPORTATION PLANNING AND PROGRAMMING
BY AND BETWEEN
THE NORTH FRONT RANGE TRANSPORTATION
& AIR QUALITY PLANNING COUNCIL
AND
THE COLORADO DEPARTMENT OF TRANSPORTATION**

This Memorandum of Agreement (MOA), is made this 4th day of April, 2013, by and between the North Front Range Transportation & Air Quality Planning Council, also known as the North Front Range Metropolitan Planning Organization (NFRMPO), and the Colorado Department of Transportation (CDOT).

WITNESS THAT

WHEREAS, pursuant to federal statutes, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have established regulations which call for each metropolitan area to have a continuing, cooperative, and comprehensive transportation planning process that is performance-driven and outcome based, considers all transportation modes, engages the citizens, and supports metropolitan community development as a requirement for obtaining federal transportation funds; and

WHEREAS, federal statutes and regulations require each state to have a statewide transportation planning process that is fully coordinated with the metropolitan transportation planning process; and

WHEREAS, federal and state statutes establish a coordinated statewide and regional transportation planning process that requires a twenty-year transportation plan for each region including those covered by a Metropolitan Planning Organization (MPO); and

WHEREAS, the NFRMPO is responsible for regional transportation and air quality planning on behalf of its member governments within a geographic area boundary that includes the Fort Collins Transportation Management Area (TMA) and the Greeley Urbanized Area; and

WHEREAS, the purpose of this MOA is to define the specific roles and responsibilities of the NFRMPO and the CDOT for metropolitan transportation planning and programming, to implement these statutes and regulations, and to ensure that a cooperative transportation planning and programming process is established between the NFRMPO and the CDOT in the North Front Range metropolitan planning area (also known as the North Front Range Transportation Planning Region); and

WHEREAS, the NFRMPO is empowered pursuant to Title 30, Article 28, C.R.S., as amended, to make and adopt a Regional Plan for the physical development of the territory within its geographic area, including transportation and land use plans, and nothing contained in this MOA shall be construed to abrogate or delete the exercise of statutory powers and duties of a regional planning commission and, as a Council of general purpose local governments, limit its ability under state and federal law to review and take action on all matters within the scope of its statutory responsibilities; and

WHEREAS, the Colorado Transportation Commission is responsible for formulating the general policy of, and planning for, the statewide transportation system, including the management, construction and maintenance of public highways in Colorado, for adopting a statewide transportation plan, Statewide Transportation Improvement Program (STIP) and annual budgets for the construction, maintenance and operation of the State Highway System, and nothing contained in this MOA shall be construed to abrogate or delete the exercise of the statutory powers and duties of the Colorado Transportation Commission as the appropriate state agency under state and federal law to review and take action on all matters within the scope of its statutory responsibilities; and

WHEREAS, the Colorado Transportation Commission has authorized the CDOT to implement Colorado Transportation Commission policy and direction and enter into all contracts and agreements with other units of government to take such other actions as may be necessary to comply with federal laws and regulations; and

WHEREAS, the NFRMPO is the designated MPO and TMA pursuant to 23 USC 134 and 135 and 49 USC 5303 et seq. and continues to carry out its responsibilities in accordance with 23 CFR 450 and 43-1 Part 11, C.R.S.; and

WHEREAS, the pertinent federal regulations require that there be an agreement between each MPO and the State that specifies the responsibilities for cooperatively carrying out transportation planning and programming; and

WHEREAS, it is the desire and intent of the parties to fulfill the pertinent federal requirements for the NFRMPO pursuant to this MOA, while recognizing and preserving the policies and statutory responsibilities of the CDOT under its enabling legislation; and

WHEREAS, statutes and regulations require the metropolitan transportation planning and programming process consider all modes of transportation and provide for consideration of projects and strategies that will:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;

- Increase the security of the transportation system for motorized and non-motorized users;
- Increase the accessibility and mobility of people and freight;
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operation; and
- Emphasize the preservation of the existing transportation system; and

WHEREAS, successful implementation of the NFRMPO's comprehensive plans and programs requires the continuing cooperative effort of local, regional and state governments.

NOW, THEREFORE, BE IT RESOLVED THAT the parties hereto do mutually agree as follows:

A. PARTIES

The NFRMPO and the CDOT hereby agree to carry out and actively participate in the continuing, cooperative and comprehensive metropolitan transportation planning and programming process in accordance with applicable federal and state law and regulations. Further, the parties agree to cooperate to establish effective mechanisms to meet the needs of the metropolitan transportation planning and programming process, including providing for public involvement in regional and state transportation planning.

B. APPLICABILITY

This MOA applies to the continuing, cooperative and comprehensive metropolitan transportation planning and programming process required for the NFRMPO by 23 U.S.C. Section 134 and 135 and 49 U.S.C. 5303, et seq. and 43-1 Part 11, C.R.S., as implemented by the applicable regulations in order for the region to qualify for federal transportation funds and meet state regional transportation planning requirements.

C. PURPOSE

This MOA is established to define the specific roles and responsibilities of the NFRMPO and the CDOT for metropolitan transportation planning and programming within the boundaries of the NFRMPO.

This MOA identifies roles and responsibilities that govern the relationship between the NFRMPO and the CDOT while promoting flexibility in the metropolitan transportation planning and programming process.

D. PARTICIPANT RESPONSIBILITIES

The NFRMPO, in cooperation with the CDOT and the operators of publicly owned transit services, is responsible for the operation and maintenance of the metropolitan transportation planning and programming process within the boundaries of the NFRMPO. This responsibility includes preparing and adopting, in a manner consistent with this MOA, all required transportation plans, TIPs and documents of the metropolitan transportation planning and programming process.

The NFRMPO and the CDOT hereby agree to carry out and actively participate in the continuing, cooperative and comprehensive metropolitan transportation planning and programming process in accordance with applicable federal and state law and regulations. The parties to this MOA also agree to cooperate to establish effective mechanisms to meet the needs of the metropolitan transportation planning and programming process and to fulfill commitments established pursuant to this MOA. While it is recognized that the parties are ultimately bound by the actions of their respective agencies, they commit to present within their organizations the recommendations resulting from the metropolitan transportation planning and programming process.

The parties agree that metropolitan transportation planning and programming processes leading to the development and adoption of regional transportation plans (RTP) and transportation improvement programs (TIP) may change in order to respond to changes in the law, restructuring within their respective organizations, or to reflect prior experience.

E. PARTICIPATION IN THE PLANNING PROCESS

The NFRMPO has advisory committees that address transportation and transportation-related issues. The CDOT will maintain membership on, and will cooperatively participate in, these committees. Any changes to the status of the CDOT role in the NFRMPO advisory committees will be made in consultation with the CDOT. Similarly, the Colorado Transportation Commission and the CDOT have ad hoc advisory committees that address issues related to metropolitan transportation planning and programming. The NFRMPO will maintain membership on, and cooperatively participate in, these committees. Any changes to the status of the NFRMPO role in the Colorado Transportation Commission's and the CDOT's advisory committees will be made in consultation with the NFRMPO.

Cooperation, or cooperative participation, means that the parties will actively participate on each other's advisory committees; will provide adequate opportunity for the other to review and comment on draft Regional

Transportation Plans (RTPs), TIPs and related documents; and will provide constructive comments in a timely manner so they may be evaluated and acted upon.

To facilitate inter-agency coordination in carrying out the metropolitan transportation planning and programming process, NFRMPO staff and the CDOT will cooperatively develop mechanisms and procedures to carry out the tasks needed to develop the metropolitan transportation planning and programming products required of the MPO and TMA.

The executive directors of the NFRMPO and the CDOT or their designees, will meet as needed to discuss the metropolitan transportation planning and programming process carried out in the North Front Range transportation planning region.

The parties hereby agree to conduct the metropolitan transportation planning process in an open manner such that members of the public, local entities, other transportation and air quality agencies, and other interested parties can fully participate. The parties agree to take appropriate actions to ensure public participation through means identified in the NFRMPO's public involvement procedures.

F. ORGANIZATION OF PLANNING PROCESS

1. The NFRMPO Policy Board and Advisory Committee Structure

a. Planning Council

The Planning Council of the NFRMPO, as prescribed in its Articles of Association, is the MPO policy body for the North Front Range Transportation Planning Region (TPR). The Planning Council maintains a staff to support its activities. The Planning Council may, from time to time, by appropriate resolution, appoint such committees, task forces, study groups, working groups, or other ad hoc or formal groups as it deems expedient to provide advice, recommendations, or technical expertise to further the principles and purposes of the NFRMPO in its role as the MPO and TMA. The NFRMPO retains at its discretion all rights to define, limit, or terminate the activities of such groups without necessitating a change to this MOA.

The Colorado Transportation Commission has one (1) voting representative on the Planning Council, as dictated by the Articles of Association. When the Colorado Transportation Commission Representative is absent, the CDOT Region 4 Regional Transportation Director, or non-TAC delegate, serves as the voting alternate.

The Articles of Association define the purpose, composition, and operating characteristics of the Planning Council and its advisory committees. The following advisory committees and staff structure currently provide advice and recommendations to the NFRMPO regarding MPO matters and responsibilities.

b. Technical Advisory Committee (TAC)

The purpose of the NFRMPO TAC is to provide technical advice and to recommend appropriate courses of action to the NFRMPO Council and its staff on current and emerging transportation issues, goals, plans, and programs affecting the NFR planning area. The advice and recommendations address at a minimum the:

- (1) Unified Planning Work Program (UPWP);
- (2) TIP;
- (3) Long-range RTP, transportation-related air quality planning, and air quality conformity determinations; and
- (4) Policies and programs as may be directed by the NFRMPO.

The CDOT's Region 4 office has one (1) vote on the TAC. The CDOT's Division of Transportation Development has a non-voting member who serves as the voting alternate in the absence of the CDOT Region 4 TAC member.

c. Air Quality Technical Committee (AQTC)

The AQTC provides scientific and technical advice to MPO staff and Planning Council concerning air quality and transportation-related topics, issues, and tasks identified by the Planning Council. The technical advice pertains to:

- (1) Interpreting technical aspects of existing and proposed legislation (as well as associated rules and regulations) related to air quality;
- (2) Reviewing and evaluating air quality improvement plans;
- (3) Providing recommendations and guidance to the Planning Council regarding opportunities for public input related to air quality and transportation issues;
- (4) Providing advice on educational materials and air quality programs, as they relate to transportation and mobility in the North Front Range region; and
- (5) Providing input, advice, and recommendations concerning other air quality or regional transportation issues.

CDOT is a liaison member that coordinates with the core committee. The AQTC is designed to operate on a consensus approach with polling used if consensus cannot be reached.

2. The CDOT Policy Board and Advisory Committee Structure

a. Colorado Transportation Commission

The Colorado Transportation Commission, as defined under state law, is empowered to formulate general policy with respect to the management, construction, and maintenance of public highways and other transportation systems in the state; advise and make recommendations to the Governor and

the General Assembly relative to transportation policy; and promulgate and adopt CDOT budgets and programs, including construction priorities and approval of extensions or abandonments of the State Highway System. (The General Assembly appropriates the budget for the Division of Aeronautics and the administrative budget for CDOT. The Colorado Transportation Commission may, from time to time, by appropriate resolution, appoint such committees, task forces, study groups, working groups, or other ad hoc or formal groups as it deems expedient to provide advice, recommendations, or technical expertise to further the principles and purposes of the Colorado Transportation Commission. The Colorado Transportation Commission retains at its discretion all rights to define, limit, or terminate the activities of such groups without necessitating a change to this MOA. The Bylaws of the advisory committees define their purpose, composition, and operating characteristics. The following advisory committee and staff structure currently provide advice and recommendations to the Colorado Transportation Commission regarding statewide transportation matters and responsibilities.

b. Statewide Transportation Advisory Committee (STAC)

The purpose of the STAC is to provide advice to the CDOT on the needs of the transportation systems in Colorado and review and comment on all RTPs submitted for the TPRs. The activities of the committee shall not be construed to constrain or replace the project priority programming process (4P).

The NFRMPO Chair, or their representative, represents the Planning Council on the STAC as outlined in the NFRMPO Articles of Association Amended May 3, 2012. The NFRMPO shall notify the director of the CDOT Division of Transportation Development of changes in STAC representation in accordance with the bylaws of the STAC.

G. GENERAL RESPONSIBILITIES

The parties recognize that the CDOT has a continuing duty of planning transportation systems of statewide significance, identifying potential transportation issues and concerns of statewide interest, and reconciling conflicts between RTPs and TIPs. In carrying out its duties, the CDOT will partner with the NFRMPO on activities within the boundaries of the North Front Range Transportation Planning Region.

The parties recognize that the NFRMPO is the agency responsible for comprehensive metropolitan transportation planning and programming for the Fort Collins TMA and Greeley Urbanized Area pursuant to state and federal law. In carrying out its duties and responsibilities within its boundaries, the NFRMPO will cooperatively participate in activities with the CDOT.

The NFRMPO and the CDOT will, as appropriate, coordinate public involvement for regional and statewide transportation plans and TIPs.

The NFRMPO and the CDOT each will, in a timely manner, inform and seek comment from the other party on proposed new or revised policies, goals and strategies within their purview. Each party will also inform the other of new or revised federal policies, regulations, annual planning emphasis areas, and other guidance that may affect statewide and/or metropolitan transportation planning and programming.

The CDOT will coordinate its project prioritization and programming process with the NFRMPO's RTP and TIP development processes to ensure that the projects the CDOT recommends or selects for implementation in the North Front Range TPR are consistent with NFRMPO adopted RTP.

H. UPWP

The UPWP primary purpose is guiding the management of work by the staff of the NFRMPO and serving as the basis for the NFRMPO annual transportation consolidated planning grants. The NFRMPO develops its UPWP in cooperation with local entities, CDOT, FHWA, and FTA. Upon approval, the UPWP for the NFRMPO is submitted to the CDOT Division of Transportation Development for review and to the FHWA and FTA for approval. Amendments to the UPWP will be subject to review and approval by the funding agencies. As a basis for review of UPWP amendment requests, each party will submit reasons for changes, scope of work revisions, and funding information. The NFRMPO will require the same information from sub-grantees, if any.

The CDOT will review and comment upon draft UPWPs and UPWP amendments to determine eligibility of proposed expenditures. The CDOT will also review and comment upon UPWP progress, UPWP funding, status of expenditures, and reports as appropriate.

I. CERTIFICATION OF THE PLANNING PROCESS

Federal regulations require the NFRMPO and the CDOT to certify that the metropolitan and statewide transportation planning process conforms with all applicable requirements of federal laws. The NFRMPO and the CDOT will certify, at the adoption of each periodic update of the TIP, to the FHWA and the FTA that the metropolitan transportation planning and programming process is addressing the major issues facing the NFRMPO, and is being conducted in accordance with all applicable requirements.

J. RTPs

The NFRMPO will develop and approve the RTP at least as often as federally required. The NFRMPO will develop the RTP in consultation with federal and state officials responsible for planning affected by transportation. The NFRMPO will develop the revenue projections for the RTP in cooperation with the CDOT consistent with adopted Colorado Transportation Commission resource allocation for federal and state transportation funds. NFRMPO and CDOT staffs

participate in the development of a recommendation on resource allocation. Such recommendation is considered for adoption by the Colorado Transportation Commission for federal and state transportation funds. For the purpose of developing the RTP, the NFRMPO, the CDOT and the operators of publicly owned transit services shall cooperatively develop estimates of funds that will be available to support the RTP's implementation.

The NFRMPO, in cooperation with the CDOT and the operators of publicly owned transit services, shall establish the RTP development schedule. The CDOT will participate in the development of the RTP and will provide initial long-range estimates of available federal and state transportation funds for all funding categories. The NFRMPO will use these initial long-range funding estimates during the cooperative development of the final RTP funding levels. The CDOT will review and provide written comments, addressing at least fiscal constraint and air quality conformity on the draft RTP in time for the comments to be evaluated and acted upon prior to the draft RTPs being released to the public for comment.

The CDOT will ensure all of its federally or state funded transportation projects in the North Front Range Transportation Planning Region are included in NFRMPO's RTP. The CDOT's maintenance and operations program will be addressed in the RTP as a pool or pools. The parties agree that the CDOT requires flexibility to respond to maintenance and operations needs as they arise and respond to and balance needs on a statewide basis. Inclusion of the maintenance and operation program in the RTP will be considered a planning estimate, not a guarantee or specific commitment of maintenance dollars to be spent in the NFRMPO.

The NFRMPO will develop the process and timeline for project prioritization and selection for each RTP. The CDOT will participate in the development, review and approval of the project prioritization and selection process. The NFRMPO will approve projects to be included in its RTP and follow the air quality determination procedures outlined in *Section M. Air Quality Conformity Determinations* below.

When amending a RTP, the NFRMPO will ensure fiscal constraint and air quality conformity are maintained. The CDOT also will review and comment on RTP amendments for fiscal constraint and any potential conformity or transportation issues.

The parties will report events that may significantly impact RTPs as soon as they become known. These events or conditions include problems, delays, or adverse conditions that will materially affect the revenue, schedule or scope of a project. This disclosure will be accompanied by a statement of the action contemplated to resolve the situation.

K. TIPs

For the purpose of developing the TIP, the NFRMPO, the CDOT and operators of publicly owned transit services will cooperatively develop funding estimates that are reasonably expected to be available to support program implementation. The NFRMPO will develop the TIP financial plan in cooperation with the CDOT and consistent with Colorado Transportation Commission approved resource allocations of federal and state funds. The NFRMPO will develop and approve its TIP in cooperation with the CDOT.

The TIP is required by federal regulation to be incorporated into the STIP as approved. The CDOT and the NFRMPO will work cooperatively to synchronize the TIP, the STIP and the RTP. The NFRMPO will ensure its TIP is fiscally constrained, meets air quality requirements, and projects in it are consistent with the RTP.

The NFRMPO, in cooperation with the CDOT and the operators of publicly owned transit services, shall establish the TIP development schedule. The CDOT will participate in the development of the TIP and provide initial estimates of available federal and state transportation funds for all funding categories. The NFRMPO will use these initial funding estimates during the cooperative development of the final TIP funding levels. The CDOT will review and provide written comments, addressing at least fiscal constraint and air quality conformity on the draft TIP in time for the comments to be evaluated and acted upon prior to public release of the draft TIP for comment. After the NFRMPO and the Governor approve the TIP, the air quality conformity finding is determined following the procedure in *Section M. Air Quality Conformity Determinations* below, the CDOT will amend the TIP into the STIP without modification. The CDOT will submit its amended STIP to the FHWA and the FTA for approval and provide copies to the NFRMPO.

The CDOT will ensure all federally or state funded projects in addition to regional projects funded with other sources within the North Front Range TPR are included in the NFRMPO's TIP. The maintenance and operations program can be addressed in the TIP as a pool or pools. The parties agree that CDOT requires flexibility to respond to maintenance and operations needs as they arise as well as balance needs on a statewide basis. The maintenance and operations program will be considered a planning estimate, not a guarantee or specific commitment of maintenance dollars to be spent in the NFRMPO.

The NFRMPO will develop the process and timeline for project prioritization and selection for each TIP. The CDOT will participate in the development, review and approval of the project prioritization and selection process.

When amending a TIP, the NFRMPO will ensure consistency with the current RTP, fiscal constraint, and air quality conformity. The CDOT will review and comment on draft TIP amendments for consistency with the STIP, fiscal constraint and any potential air quality conformity or transportation issues.

The parties will report events that might have significant impact on the TIP as soon as they become known. These events or conditions include problems, delays, or adverse conditions that will materially affect the revenue, schedule or scope of a project. This disclosure will be accompanied by a statement of action contemplated to resolve the situation.

The CDOT, in cooperation with the NFRMPO, will ensure all contract scopes of work for all projects using federal funds carried out within the boundaries of the NFRMPO are consistent with the NFRMPO's TIP. The CDOT will provide on a quarterly basis a financial reconciliation of current and future STIP programs by construction project and by year.

The NFRMPO and the CDOT will cooperatively support the timely implementation of projects in the TIP with the goal of maximizing the federal funds obligated each fiscal year. This includes but is not limited to the NFRMPO TIP project delay policy and the CDOT project status reports.

L. ANNUAL LISTING OF OBLIGATED PROJECTS

In cooperation with CDOT and operators of publicly operated transit services, the NFRMPO will develop an annual listing of obligated projects requiring federal dollars from the preceding program year within the federally required time period. The listing shall be consistent with information contained in the TIP.

M. AIR QUALITY CONFORMITY DETERMINATIONS

The development of the conformity determination information is done following procedures outlined in the Colorado Air Quality Control Commission's (AQCC) Regulation No. 10 (Criteria for Analysis of Conformity, as amended). The most current MOA between NFRMPO and the Colorado Department of Public Health and Environment (CDPHE); the most current MOA between the CDOT and the CDPHE; the most current MOA between the NFRMPO, Upper Front Range, Denver Regional Council of Governments (DRCOG), CDOT, Regional Air Quality Council (RAQC) and Colorado Department of Public Health and Environment (CDPHE); and federal regulations 40 CFR 93 that set forth policy, criteria, and procedures for demonstrating and assuring conformity of transportation activities.

The NFRMPO's TAC is responsible for the approval of the network and the forecast data used in the air quality analysis. NFRMPO staff prepare a standardized packet of information for the TAC following the most current MOA procedures between the NFRMPO and the CDPHE. Additionally, coordination meetings with DRCOG, CDOT, RAQC, U.S. Environmental Protection Agency (EPA), FHWA, and CDPHE are held as needed to meet the procedural requirements.

For the RTP, the NFRMPO runs a regional travel demand model on the RTP and provides the results to the CDPHE, or their designee, to run a regional air quality emissions model. The results are provided to NFRMPO, DRCOG, CDOT, FHWA and EPA for review, comments, and concurrence. If a non-routine conformity determination as defined in AQCC Regulation 10 is made, the AQCC holds a public hearing on the conformity finding and comments on the fiscally constrained long range plan. Upon adoption, the NFRMPO transmits the conformity finding document along with the plan documentation to the FHWA and the FTA.

For the TIP, the NFRMPO runs a regional travel demand model on the TIP and provides the results to the CDPHE, or their designee, to run a regional air quality emissions model. The results are provided to NFRMPO, DRCOG, CDOT, FHWA and EPA for review. The NFRMPO Planning Council generally makes the conformity determination concurrent with adoption of the TIP. If a non-routine conformity determination as defined in AQCC Regulation 10 is made, then the AQCC holds a public hearing on the determination and provides comments on the TIP. Upon adoption, the NFRMPO transmits the conformity finding document along with the TIP documentation to the FHWA and the FTA.

In making its conformity determinations, the NFRMPO will rely on staff from the DRCOG, RAQC, EPA, CDOT, FHWA, FTA, and the CDPHE as the interagency review team to perform technical reviews of the information.

Once the interagency review team is satisfied with the technical results, the NFRMPO will make the regional air quality conformity determinations. The CDOT will be responsible for individual project level conformity determinations.

The parties will report events that might have significant impact on conformity determinations as soon as they become known, but no later than the deadlines previously determined in consultation with the interagency review team. These events or conditions may include, but not be limited to, problems, delays, or adverse conditions that will materially affect the revenue, schedule or scope of a project and assumptions used in transportation demand and air emissions models. This disclosure will be accompanied by a statement of action contemplated to resolve the situation.

The FHWA and the FTA issue the U.S. Department of Transportation conformity determination on the NFRMPO RTP and TIP with concurrence from the EPA.

N. CORRIDOR, ACCESS CONTROL PLANS, OR OTHER MAJOR STUDIES

NFRMPO may conduct regional, multi-jurisdictional corridor or feasibility studies on behalf of the CDOT after discussion with and agreement by the CDOT.

As appropriate, NFRMPO will participate in other regional transportation planning efforts within the North Front Range region. Additional transportation planning processes include but are not limited to:

- CDOT's Interchange Approval Process (CDOT Policy/Procedural Directive No. 1601);
- Planning and Environmental Linkages Studies;
- Updates/revisions to the State Highway Access Code categorization process; and
- Both CDOT and Federal major environmental processes (Environmental Assessments, Environmental Impact Statements, etc.).

O. DISPUTE RESOLUTION

The NFRMPO and CDOT, along with FHWA and FTA staff, will make every attempt to resolve differences at the lowest staff level possible and in a timely manner. Differences not resolved at the staff level will be addressed by the NFRMPO and the CDOT executive directors. Policy issues not settled at the executive director level will be taken to the NFRMPO Council or the Colorado Transportation Commission for resolution.

P. AMENDMENT OR TERMINATION OF AGREEMENT

This MOA will be reviewed at least every four years. It may be amended, whenever deemed appropriate, by written agreement of both parties.

Either party to this MOA may terminate it by a 60-day written notice to the other party. If this occurs, the parties agree to consult further to determine whether the issues can be resolved and the agreement re-implemented in an amended form.


This agreement supersedes the MOA between the Colorado Department of Transportation and the North Front Range Transportation & Air Quality Planning Council dated September 20, 2006.

The undersigned parties hereby agree to the roles and responsibilities described above.

COLORADO DEPARTMENT OF
TRANSPORTATION

NORTH FRONT RANGE
TRANSPORTATION & AIR QUALITY
PLANNING COUNCIL

By: 
Donald E. Hunt
Executive Director, Colorado
Department of Transportation

By: 
Terri Blackmore
Executive Director, NFRMPO

GLOSSARY

AQCC	Air Quality Control Commission (of Colorado)
AQTC	Air Quality Technical Committee
CDOT	Colorado Department of Transportation
CDPHE	Colorado Department of Public Health and Environment
DRCOG	Denver Regional Council of Governments
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
MOA	Memorandum of Agreement
NFRMPO	North Front Range Metropolitan Planning Organization (also NFRT & AQPC)
RAQC	Regional Air Quality Council
RTP	Regional Transportation Plan
STAC	State Transportation Advisory Committee
TAC	Technical Advisory Committee (of the NFRMPO)
TIP	Transportation Improvement Program
TMA	Transportation Management Area (federally designated place >200,000 population)
TPR	Transportation Planning Region (state designated)
UPWP	Unified Planning Work Program

**MEMORANDUM OF AGREEMENT
FOR
TRANSPORTATION PLANNING AND
PROGRAMMING**

BY AND BETWEEN

**The North Front Range Metropolitan Planning Organization (NFRMPO), City of Fort Collins ,
City of Loveland , City of Greeley and the Colorado Department of Transportation**

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12/22/16

MEMORANDUM OF AGREEMENT
FOR
TRANSPORTATION PLANNING AND PROGRAMMING

BY AND BETWEEN

The North Front Range Metropolitan Planning Organization (NFRMPO), City of Fort Collins , City of Loveland , City of Greeley and the Colorado Department of Transportation

This Memorandum of Agreement (MOA or Agreement) is made this _____ DATE _____ by and between the North Front Range Transportation & Air Quality Planning Council (MPO), the Colorado Department of Transportation (CDOT), the City of Fort Collins (which operates its transit service known as "Transfort"), City of Loveland (which operates City of Loveland Transit Service known as "COLT"), and City of Greeley (which operates Greeley Evans Transit known as "GET"), and shall serve as the Metropolitan Planning Agreement (MPA) in accordance with 23 CFR 450.

The City of Fort Collins, City of Loveland, and the City of Greeley may be referred to collectively as the "Cities". The Cities, the MPO and the CDOT may be referred to collectively as the "Parties" or individually as a "Party".

WITNESS THAT

WHEREAS, pursuant to federal statutes, and as a requirement for obtaining federal transportation funds, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have established regulations requiring each metropolitan area to utilize a continuing, cooperative, and comprehensive performance based multimodal transportation planning process to engage the citizens and support metropolitan community development; and

WHEREAS, federal statute and regulations require that the state and metropolitan planning organizations (MPO) have fully coordinated transportation planning processes with a minimum twenty-year planning horizon; and

WHEREAS, state statutes establish a coordinated statewide and regional transportation planning process that requires a minimum twenty-year transportation plan for each transportation planning region that includes the metropolitan area of an MPO; and

WHEREAS, the NFRMPO is the designated MPO and TMA pursuant to 23 USC 134 and 135 and 49 USC 5303 et seq. and continues to carry out its responsibilities in accordance with 23 CFR 450, 420 and 490, and 43-1 Part 11, C.R.S.; and

WHEREAS, the NFRMPO is responsible for regional transportation and air quality planning on behalf of its member governments within a geographic area boundary that includes 13 cities and towns and portions of Larimer and Weld counties; and

WHEREAS, the Counties and Municipal Corporations in the North Front Range Metropolitan Planning Organization (NFRMPO) Area exercise the powers set forth in Article XIV, Section 18(2) of the Colorado Constitution and Part 2 of Article 1 of Title 29, C.R.S., as amended, the NFRMPO shall promote regional transportation and transportation related air quality planning, cooperation and coordination among federal, state and local governments and between levels of government within the MPO.

WHEREAS, pursuant to Title 43-1-106, C.R.S., as amended, the powers and duties of the Colorado Transportation Commission include formulating general policy with respect to the management, construction, and maintenance of public highways and other transportation systems in the state, advising and making recommendations to the Governor and the General Assembly relative to transportation policy, promulgating and adopting the CDOT's budgets and programs, including construction priorities, and nothing contained in this MOA shall be construed to abrogate or delete the exercise of the statutory powers and duties of the Colorado Transportation Commission as the appropriate state agency under state and federal law to review and take action on all matters within the scope of its statutory responsibilities; and

WHEREAS, the Colorado Transportation Commission has authorized the CDOT to implement Colorado Transportation Commission policy and direction and enter into all contracts and agreements with other units of government and to take such other actions as may be necessary to comply with federal laws and regulations; and

WHEREAS, the pertinent federal regulations require an agreement between each MPO, public transit providers, and CDOT that specifies the responsibilities for cooperatively carrying out transportation planning and programming, including activities related to transportation system performance; and

WHEREAS, it is the desire and intent of the parties to fulfill the pertinent federal requirements for the NFRMPO pursuant to this MOA, while recognizing and preserving the policies and statutory responsibilities of the CDOT under its enabling legislation; and

NOW, THEREFORE, BE IT RESOLVED THAT the Parties hereto do mutually agree as follows:

A. PARTIES

The Parties to this Agreement are the NFRMPO or MPO, governed by the North Front Range Transportation & Air Quality Planning Council (NFRT&AQPC) the Cities, each of which operate public transit services, and the Colorado DOT, governed by the Colorado Transportation Commission.

B. APPLICABILITY

This MOA applies to the continuing, cooperative, and comprehensive performance based multimodal metropolitan transportation planning and programming process required for the NFRMPO by 23 USC Section 134 and 135 and 49 USC 5303, et seq. and 43-1 Part 11, C.R.S., as implemented by the applicable regulations in order for the region to qualify for federal transportation funds and meet state regional transportation planning requirements.

C. PURPOSE

This MOA is established to define the specific roles and responsibilities of the NFRMPO, the Cities' public transit services (Transfort, COLT, and GET), and the CDOT for metropolitan transportation planning and programming within the boundaries of the metropolitan planning area, to implement applicable statutes and regulations, and to ensure that a cooperative transportation planning and programming process is established between the NFRMPO, the Cities' public transit services (Transfort, COLT, and GET), and the CDOT in the North Front Range metropolitan planning area.

D. PARTICIPANT RESPONSIBILITIES

The NFRMPO, in cooperation with the CDOT and the Cities as operators of publicly owned transit services, is responsible for the metropolitan transportation planning and programming process within the boundaries of the NFRMPO. This responsibility includes preparing and adopting, in a manner consistent with this MOA, all required Regional Transportation Plans (RTPs), Transportation Improvement Programs (TIPs), Unified Planning Work Programs (UPWPs) and documents of the metropolitan transportation planning and programming process.

The NFRMPO, the Cities, on behalf of their respective public transit services Transfort, COLT, and GET, and the CDOT hereby agree to carry out and actively participate in the continuing, cooperative, and comprehensive performance based multimodal metropolitan transportation planning and programming process in accordance with applicable federal and state law and regulations. The Parties to this MOA also agree to cooperate to establish effective mechanisms to meet the needs of the metropolitan transportation planning and programming process and to fulfill commitments established pursuant to this MOA. While it is recognized that the Parties are ultimately bound by the actions of their respective governing bodies, they commit to present within their organizations the recommendations resulting from the metropolitan transportation planning and programming process.

The Parties agree that metropolitan transportation planning and programming processes leading to the development and adoption of RTPs and TIPs, may change to respond to changes in the law, restructuring within their respective organizations, or to reflect prior experience.

E. GENERAL RESPONSIBILITIES AND PRODUCTS OF THE PLANNING PROCESS

The Colorado Transportation Commission and the CDOT have a continuing duty of performance based multimodal planning for the statewide transportation system, promulgating rules and regulations for the statewide transportation planning process, identifying potential transportation issues of statewide interest, reconciling conflicts between regional transportation plans and transportation improvement programs, and consolidating regional plans and programs into a comprehensive statewide plan and

statewide transportation improvement program (STIP). In carrying out its duties, the CDOT will coordinate and partner with the NFRMPO on activities within the North Front Range planning region.

The NFRMPO is the agency responsible for performance based multimodal metropolitan transportation planning and programming for the North Front Range planning region pursuant to state and federal law and regulation. The NFRMPO will carry out its responsibilities with a process deemed appropriate by the NFRT&AQPC and consistent with applicable laws and regulations. In carrying out its duties, the NFRMPO will coordinate and partner with the Cities as operators of their public transit services Transfort, COLT, GET, and CDOT on transportation planning and programming activities.

The MPO and the CDOT will coordinate on performance data, measures, targets, and reporting mechanisms within the North Front Range planning region that are necessary to meet the requirements of federal statute and regulations as outlined in Section F of this MOA below.

The NFRMPO and the CDOT will coordinate, as appropriate, public involvement for regional and statewide transportation plans and TIPs. The CDOT will coordinate its project prioritization and programming process with the NFRMPO RTP and TIP development process to ensure that the CDOT projects identified for the TIP are consistent with the adopted NFRMPO RTP and have met Air Quality conformity if necessary.

1. Unified Planning Work Program (UPWP)

The NFRMPO, in cooperation with the CDOT and Cities as operators of publicly owned transit services, shall develop UPWPs that meet the requirements of 23 CFR Part 420, subpart A. The UPWP documents the transportation planning activities to be performed within the metropolitan planning areas. The UPWP includes various tasks with descriptions, cost estimates, sources of funding, schedules, deliverables, identification of the lead agency, and the federal, State, and matching funds sources. The UPWP is the basis for the Consolidated Planning Grant (CPG) that provides the FHWA and FTA funds for planning activities and is implemented through a contract between the CDOT and the MPO. The UPWP may also include the planning related work that will be accomplished using other funds outside of CPG funds.

Once the UPWP is approved by the policy body of the MPO it is submitted to the CDOT for review, along with an assurance of Title VI compliance and a certification regarding federal lobbying. The UPWP is approved by the FHWA and FTA upon CDOT's recommendation. Amendments are subject to review and approval and will include reasons for changes, scope revisions, and funding revisions. The CDOT will review and comment on draft UPWPs and amendments to determine eligibility of proposed expenditures. The CDOT will also review and comment on progress, status of expenditures, and reports as appropriate.

See the MOA Implementation Guidance document for a more detailed UPWP timeline.

2. Regional Transportation Plan (RTP)

The NFRMPO will develop and approve the fiscally constrained RTP at least every four years and will establish a schedule and framework for its development in cooperation with the CDOT and the Cities as public transit operators. The NFRMPO will develop the RTP in consultation with federal, state, and local officials responsible for planning affected by transportation. For the purpose of developing the RTP, the NFRMPO, the CDOT, and the Cities as public transit providers shall cooperatively develop funding estimates that are reasonably expected to be available to support RTP implementation. The Parties to this MOA shall also cooperatively make recommendations on assumptions used in long-range revenue projections and in the allocation of those revenues in program distribution to the Colorado Transportation Commission. For the RTP, the NFRMPO will use the jointly developed Colorado Transportation Commission approved revenue projections and program distribution for federal and state transportation funds administered by CDOT. The NFRMPO in conjunction with local communities and transit providers will project local funds available for transportation to ensure adequate match. The CDOT will review and provide written comments, addressing at least fiscal constraint and air quality conformity on the draft RTP in time for the comments to be evaluated and acted upon prior to the draft RTPs being released to the public for comment.

The Parties to this MOA will collaborate so that all federal or state funded transportation projects and/or programs in the North Front Range Transportation Planning Region are included in NFRMPO's RTP. Some agency programs will be addressed in the RTP as a pool or pools. The Parties agree that all Parties requires flexibility to respond to program needs (such as maintenance, operations, and asset management) as they arise and so that CDOT, in cooperation with its planning partners, can balance system performance levels on a statewide basis. Inclusion of these program funds in the RTP will be considered planning estimates, not a guarantee or specific commitment of dollars to be spent in the North Front Range region or by the Cities.

The NFRMPO will develop the process and timeline for project prioritization and selection for each RTP. The CDOT will participate in the development, review and approval of the project prioritization and selection process. The NFRMPO Planning Council will approve projects to be included in its RTP and follow the air quality conformity determination procedures outlined in Section 5 Air Quality Conformity Determinations.

When amending a RTP, the NFRMPO will ensure fiscal constraint and air quality conformity are maintained. The CDOT also will review and comment on RTP amendments for fiscal constraint and any potential conformity or transportation issues. The NFRMPO will also complete the federally required Environmental Justice and Environmental Mitigation review.

The Parties will report events that may significantly impact RTPs as soon as they become known. These events or conditions include additional funding, problems, delays, or adverse conditions that will materially affect the revenue, schedule, or scope of a project. This

disclosure will be accompanied by a statement of the action contemplated to resolve the situation.

3. **Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP)**

The NFRMPO will develop and approve its TIP in cooperation with the Cities as public transit service providers through Transfort, COLT, and GET, and the CDOT. The NFRMPO will develop the TIP financial plan in cooperation with the CDOT, the Cities as public transit providers and local communities and consistent with Colorado Transportation Commission approved revenue projections and program distribution of federal and state funds.

The NFRMPO, in cooperation with the CDOT, the Cities as public transit providers and local communities, shall establish the TIP development schedule. The CDOT and the NFRMPO will work cooperatively to synchronize the TIP, the STIP, and the RTP as much as possible.

The CDOT will ensure all federally or state funded state transportation projects are included in the NFRMPO TIP. Some CDOT programs will be identified in the TIP as a pool or pools. Inclusion of these program funds in the TIP will be considered planning estimates, not a guarantee or specific commitment of dollars to be spent in the NFRMPO region or by the Cities. The CDOT shall provide projects with project improvements and limits that make up the pool and update them when they change with the understanding that they may change as an Administrative Modification.

The NFRMPO will ensure its TIP is fiscally constrained, meets air quality requirements, and projects in it are consistent with the RTP and with the required Environmental Justice analysis. The CDOT will review and provide written comments, addressing fiscal constraint and air quality conformity on the draft TIP in time for the comments to be evaluated and acted upon prior to public release of the draft TIP for comment.

Federal regulations require the Governor to approve all TIPs. When the TIP is ready for approval of the Governor, the NFRMPO submits its TIP to the CDOT for review of fiscal constraint and adherence to planning regulations. Once fiscal constraint and adherence to planning regulations are verified, the CDOT will prepare a packet for the Governor's review and signature to approve the TIP and transmit such approval to FHWA and FTA. The submittal of the TIP to the CDOT should include a resolution of the MPO Council adopting the TIP, an Air Quality Control Commission (AQCC) conformity determination concurrence if required, and a signed statement self-certifying that the planning process was conducted in accordance with all applicable requirements. Once TIPs are approved by the MPO and the Governor, they are incorporated into the draft STIP without change, either directly or by reference.

The CDOT relies on the NFRMPO TIP public involvement process to ensure the public has been provided timely and adequate notification of programming changes to TIP projects. FHWA and FTA have agreed that the MPO public involvement process for developing and amending the

TIP may be used as the public process for adopting said changes into the STIP. Once projects are included in an MPO approved TIP amendment, the CDOT will verify fiscal constraint. Any amendments requiring air quality conformity findings should include a confirmation from the AQCC and the Colorado Department of Public Health and Environment (CDPHE) Air Pollution Control Division (APCD).

Federal regulations require the Governor, or designee, approve TIP Amendments. TIP amendments should be forwarded to the CDOT Region and the CDOT Headquarters STIP Manager, where a packet is prepared for the Executive Director's signature as the Governor's designee. Once the signature is obtained, a copy of the approval and packet is forwarded to FHWA/FTA for their concurrence.

The CDOT, in cooperation with the NFRMPO, will ensure all contract scopes of work for all projects using federal funds carried out within the boundaries of the NFRMPO are consistent with the NFRMPO's TIP.

Please see the attached MOA Implementation Guidance document, which outlines the agreed upon process for TIP and STIP Amendments specific to NFRMPO.

4. Annual Listing of Obligated Projects

In cooperation with the CDOT and the Cities as public transit providers, the NFRMPO, no later than 90 calendar days following the end of the program year, shall develop an annual listing of obligated projects for which funds under 23 USC or 49 USC Chapter 53 were obligated in the preceding program year, in accordance with 23 CFR 450.332. The listing shall be consistent with information contained in the TIP. See the MOA Implementation Guidance document for a more detailed timeline.

5. Air Quality Conformity Determinations

The NFRMPO is subject to the conformity determination procedures as outlined in the Colorado AQCC's Regulation No. 10 (Criteria for Analysis of Conformity, as amended); federal regulations 40 CFR 93 that set forth policy, criteria, and procedures for demonstration and assuring conformity of transportation related activities; and the most recent MOAs regarding air quality conformity determination procedures between the NFRMPO and DRCOG, CDPHE, Regional Air Quality Council (RAQC) and U.S. Environmental Protection Agency (EPA).

The NFRMPO will run the regional travel demand model when preparing a new RTP and TIP, or amendment to the RTP and TIP that affects air quality conformity. Results will be provided to the CDPHE Air Pollution Control Division (APCD), or their designee, to run a regional air quality emissions model

The NFRMPO will coordinate with an interagency consultation group (ICG) composed of staff from the CDOT, FHWA, FTA, CDPHE, EPA, RAQC, and DRCOG to perform technical reviews of

air quality information. Once the ICG is satisfied with the technical results, the NFRMPO Planning Council will make the regional air quality conformity determinations.

Upon adoption or amendment of the RTP or TIP, the NFRMPO will transmit the conformity finding documents to AQCC for their concurrence. Once the AQCC has concurred with the conformity, NFRMPO will transmit the conformity finding and RTP or TIP documents to the FHWA and FTA. The FHWA and the FTA issue the U.S. Department of Transportation conformity determination on the NFRMPO RTP and TIP with concurrence from the EPA.

The Parties will report events that might have significant impact on conformity determinations as soon as they become known. These events or conditions include problems, delays, or adverse conditions that will materially affect the revenue, schedule or scope of a project and assumptions used in transportation demand and air emissions models. This disclosure will be accompanied by a statement of the action contemplated to resolve the situation.

6. Title VI, Public Involvement, and Limited English Proficiency (LEP) Plans

As a steward of federal funds, the CDOT is required to monitor MPOs in Colorado for compliance with Title VI of the Civil Rights Act of 1964. The NFRMPO is subject to the FHWA Title VI program requirements, including the development of Title VI Plans, Public Involvement Plans, and LEP Plans, as described in Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1972, 23 CFR Part 200, FTA Circular 4702.1B and LEP Executive Order 13166.

7. Americans with Disabilities Act (ADA)

The NFRMPO and the CDOT shall comply with the ADA requirements in both transit and highway planning programs, Section 504 and 28 CFR §35. The NFRMPO, the Cities, as operators of Transfort, COLT, and GET and the CDOT shall coordinate in regards to ADA Transition Plan monitoring and identify the access and mobility needs of ADA populations in the planning process. The NFRMPO and the CDOT shall analyze the impacts to ADA populations when considering multimodal access and mobility performance improvements in regional and statewide transportation plans, TIP, and STIP.

F. PERFORMANCE REGULATIONS

The performance based planning process established in Moving Ahead for Progress in the 21st Century Act (MAP-21) and continued in Fixing America's Surface Transportation Act (FAST Act) (23 U.S.C 119) requires that the NFRMPO and the CDOT develop transportation plans and transportation improvement programs through a performance-driven, outcome-based approach to planning. 23 USC 150(c) establishes requirements for performance measures and targets for safety, infrastructure condition, system performance, freight, and air quality. The CDOT, NFRMPO, and the Cities as operators of Transfort, COLT, and GET, shall jointly agree upon and develop specific targets related to transportation performance data. The NFRMPO and the CDOT transportation plans shall include

performance targets that address performance measures and standards and a System Performance Report. Plans requiring performance reporting include:

- Long-Range Metropolitan transportation plans (RTP);
- Metropolitan Transportation Improvement Program (TIP);
- Statewide Transportation Improvement Program (STIP); and
- State asset management plans under the National Highway Performance Program (NHPP).

The NFRMPO and the CDOT will report to USDOT progress toward attainment of performance targets and critical outcomes, as established in 23 USC and requirements specified in 23 CFR 450 and 23 CFR 490.

G. AMENDMENT, TERMINATION, AND SUPERSESSION OF AGREEMENT

This MOA will be reviewed at least every four years. It may be amended whenever deemed appropriate by written agreement of all Parties.

Any Party to this MOA may terminate it by a 60-day written notice to the other Parties. If this occurs, the Parties agree to consult further to determine whether the issues can be resolved and the agreement re-implemented in an amended form.

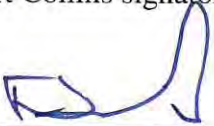
This agreement supersedes the MOA between the NFRMPO and the CDOT dated April 4, 2013, and the MOA between the NFRMPO and the CDOT titled Concurrence on Public Involvement for TIP and STIP Amendments dated September 2, 2008.

H. DISPUTE RESOLUTION

The Parties to this MOA, along with FHWA and FTA staff, will make every attempt to resolve differences at the lowest staff level possible and in a timely manner. Differences not resolved at the staff level will be addressed at the Executive Director level. Policy issues not settled at the Executive Director level will be taken to the NFRMPO Planning Council and the Colorado Transportation Commission for resolution.

Signatures, Metropolitan Planning Agreement between NFRMPO, CDOT, and the City of Fort Collins

City of Fort Collins signatory:

Name:  _____

Title: CITY MANAGER

Date: 11/11/17

NFRMPO signatory:

Name: _____

Title: _____

Date: _____

CDOT signatory:

Name: _____

Title: _____

Date: _____

City of Loveland signature:

City of Loveland, Colorado

By: Stephen Adams
Stephen C. Adams, City Manager

ATTEST:

[Signature]
Acting City Clerk

APPROVED AS TO FORM:

[Signature]
Assistant City Attorney



MOA Implementation Guidance

NFRMPO - DRAFT

Participation in and organization of the planning process

The following groups are part of the North Front Range Metropolitan Planning Organization's planning process.

- Colorado Transportation Commission: <https://www.codot.gov/about/transportation-commission>
- Colorado Statewide Transportation Advisory Committee: <https://www.codot.gov/programs/planning/planning-partners/stac.html>
- NFRMPO Planning Council: <http://nfrmpo.org/planning-council/>; <http://nfrmpo.org/regional-profile/>
- NFRMPO Technical Advisory Committee: <http://nfrmpo.org/tac/>
- NFRMPO Mobility Committees: <http://nfrmpo.org/mobility/committees/>
- VanGo™: <http://nfrmpo.org/vango/>
- Transfort: <http://www.ridetransfort.com/abouttransfort/contact--overview>
- City of Loveland Transit (COLT): <http://www.ci.loveland.co.us/departments/public-works/transit-colt>
- Greeley Evans Transit (GET): <http://greeleygov.com/services/greeley-evans-transit>
- FHWA Colorado Division: <https://www.fhwa.dot.gov/codiv/>
- FTA Region 8: <https://www.transit.dot.gov/about/regional-offices/region-8/region-8>

Unified Planning Work Program (UPWP) Timeline

The parties of the MOA are committed to working together to streamline the UPWP process. The streamlined UPWP timeline, as described below, allows CDOT to contract with the NFRMPO for federal metropolitan planning funds that support the work contained in the UPWP as soon as possible.

- January: CDOT provides the Program Distribution estimates if not already available
- Feb-April: UPWP Mid-Year Reviews with the NFRMPO, CDOT, FHWA and FTA
- Feb-March: CDOT, Transit Agencies provide the NFRMPO with work items for inclusion in the UPWP
- May: MPOs submit UPWP and contract Scope of Work (SOW) for FHWA and FTA Metropolitan Planning Funds. CDOT consolidates the FHWA and FTA Metropolitan Planning funds into one Consolidated Planning Grant (CPG).
 - If UPWPs are not yet approved by MPO Board, MPOs will submit UPWP once approved, but will still submit the SOW in May so CDOT can begin the CPG contracting process.
 - Program Distribution estimates for the federal metropolitan planning funds should be used for UPWP development.

- The actual FHWA and FTA metropolitan planning funds that CDOT has available to contract to each MPO for that year will vary slightly from Program Distribution estimates. In April or May, CDOT will notify the MPOs of the actual amounts. The SOW should use this amount and MPO should not submit SOW until CPG amount is provided.
- May/June: CDOT DTD creates projects for FHWA approval and attaches MPO SOW.
- June 15: CDOT OFMB and Business Office budgets projects with FHWA and FTA approvals.
- June 31: CDOT DTD initiates procurement process.
- July 31: CDOT Procurement sends out contracts for MPO signature.
- Sept. 1: MPOs return signed contracts to CDOT by this date.
- Sept. 30 (or before): FHWA and FTA send CDOT letter approving UPWPs for funding beginning on Oct 1 with copy to MPO.
- Oct. 1: Contracts executed
- By December 31st: MPOs submit UPWP Year-End Reports for the federal fiscal year ending Sept. 30th

NFRMPO Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP) Amendment Process

More information about the NFR TIP Amendment procedures can be found on the NFRMPO website: <http://nfrmpo.org/tip/>

More information about the CDOT STIP Amendment procedures can be found on the CDOT website: <https://www.codot.gov/business/budget/statewide-transportation-improvement-program-stip-reports-information>

Annual Listing of Federally Obligated Projects

CDOT will provide each MPO with obligation data within 30 days (October 31) of the closed Federal Fiscal Year. The highway obligation numbers will be provided by CDOT's Office of Financial Management & Budget (within the Division of Administration and Finance); the transit obligation numbers will be provided by CDOT's Division of Transit and Rail. This is consistent with the requirements in 23 CFR 134.

The MPO will post the Annual Listing of Federally Obligated projects no later than December 31 following the end of the federal fiscal year.

The NFRMPO Annual Listing of Federally Obligated projects for FFY 2016 can be found here: <http://nfrmpo.org/wp-content/uploads/fy2016-annual-listing-of-federally-obligated-projects.pdf>

RESOLUTION #R-121-2017

A RESOLUTION APPROVING A MEMORANDUM OF AGREEMENT FOR TRANSPORTATION PLANNING AND PROGRAMMING BY AND BETWEEN THE NORTH FRONT RANGE METROPOLITAN PLANNING ORGANIZATION (NFRMPO), CITY OF FORT COLLINS, CITY OF LOVELAND, CITY OF GREELEY, AND THE COLORADO DEPARTMENT OF TRANSPORTATION (CDOT)

WHEREAS, the City of Loveland ("City") is a member of the North Front Range Metropolitan Planning Organization ("NFRMPO"), which was created on January 27, 1988 to promote regional transportation and transportation-related air quality planning, cooperation, and coordination among federal state and local governments in the north Front Range area; and

WHEREAS, in order for the City to be eligible to receive federal transportation funding, the City must be a member of the NFRMPO. The City has benefitted from such membership through the ability to participate in regional planning efforts and to receive federal grants for a variety of transportation-related projects: and

WHEREAS, the NFRMPO, City of Loveland, City of Fort Collins, City of Greeley, and the Colorado Department of Transportation (collectively, the "parties") desire to enter into a Memorandum of Agreement for Transportation Planning and Programming ("MOA") to define the specific roles and responsibilities for transportation planning and programming within the boundaries of the North Front Range Transportation Management Area ("TMA"); and

WHEREAS, as governmental entities in Colorado, the parties are authorized, pursuant to C.R.S. § 29-1-203, to cooperate or contract with one another to provide any function, service, or facility lawfully authorized to each: and

WHEREAS, the Loveland City Council believes approval of the MOA, attached hereto as "Exhibit A," is in the best interests of the City, and wishes to approve the MOA.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOVELAND, COLORADO:

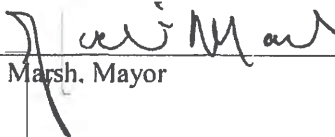
Section 1. That the "Memorandum of Agreement for Transportation Planning and Programming," attached hereto as Exhibit A and incorporated herein by reference ("MOA"), is hereby approved.

Section 2. That the City Manager is hereby authorized, following consultation with the City Attorney, to modify the MOA in form or substance as deemed necessary to effectuate the purposes of this Resolution or to protect the interests of the City.

Section 3. That the City Manager and the City Clerk are hereby authorized and directed to execute the MOA on behalf of the City.

Section 4. That this Resolution shall be effective as of the date of its adoption.

ADOPTED this 5th day of December, 2017.



Jacki Marsh, Mayor

ATTEST:

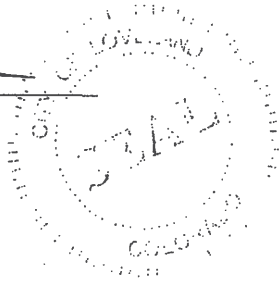


Acting City Clerk

APPROVED AS TO FORM:



Assistant City Attorney



THE CITY OF GREELEY, COLORADO

RESOLUTION 66, 2017

A RESOLUTION OF THE CITY OF GREELEY COUNCIL AUTHORIZING THE CITY TO ENTER INTO A MEMORANDUM OF AGREEMENT FOR TRANSPORTATION PLANNING AND PROGRAMMING BETWEEN NORTH FRONT RANGE METROPOLITAN PLANNING ORGANIZATION, TRANSFORT, GREELEY-EVANS TRANSIT, AND THE COLORADO DEPARTMENT OF TRANSPORTATION

WHEREAS, the North Front Range Metropolitan Planning Organization (NFRMPO), the Colorado Department of Transportation (CDOT), City of Fort Collins Transit (Transfort), City of Loveland Transit (COLT), and Greeley Evans Transit (GET) desire to enter into a Memorandum of Agreement (MOA) as a requirement to obtain federal transportation funds; and

WHEREAS, federal regulations require an agreement between each Metropolitan Planning Organization, public transit providers, and CDOT that specifies the responsibilities of each for cooperatively carrying out transportation planning and programming, including activities related to transportation system performance; and

WHEREAS, the parties intend to fulfill the pertinent federal requirements for the NFRMPO pursuant to this MOA, while recognizing and preserving the policies and statutory responsibilities of CDOT under its enabling legislation; and

WHEREAS, the Counties and Municipal Corporations in the NFRMPO Area exercise the powers set forth in Article XIV, Section 18(2) of the Colorado Constitution and Part 2 of Article 1 of Title 29, C.R.S., as amended, and the NFRMPO promotes regional transportation and transportation related air quality planning, cooperation and coordination among federal, state and local governments and between levels of government within the metropolitan planning organizations; and

WHEREAS, the NFRMPO is responsible for regional transportation and air quality planning on behalf of its member governments within a geographic area boundary that includes 13 cities and towns and portions of Larimer and Weld counties; and

WHEREAS, the MOA has been established to define the specific roles and responsibilities of the NFRMPO, Transfort, COLT, GET, and CDOT for metropolitan transportation planning and programming within the boundaries of the metropolitan planning area, to implement applicable statutes and regulations, and to ensure that a cooperative transportation planning and programming process is established between the NFRMPO, Transfort, COLT, GET, and CDOT in the North Front Range metropolitan planning area; and

WHEREAS, it is in the best interest of the citizens of the City of Greeley for Council to enter into this Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREELEY, COLORADO:

Section 1. The City Council hereby authorizes the City to enter into a “Memorandum of Agreement for Transportation Planning and Programming,” a copy of which is attached hereto and incorporated herein as Exhibit A.

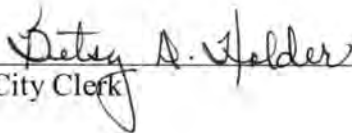
Section 2. City staff is hereby authorized to make changes and modifications to the Agreement, so long as the substance of the Agreement remains unchanged.

Section 3. This Resolution shall become effective immediately upon its passage.


PASSED AND ADOPTED, SIGNED AND APPROVED THIS 15TH DAY OF AUGUST, 2017.

ATTEST:

THE CITY OF GREELEY, COLORADO



City Clerk



Mayor

419 Canyon Avenue, Suite 300
Fort Collins, Colorado 80521
(970) 221-6243
FAX: (970) 416-2406
nfrmmpo.org
www.VanGoVanpools.org

Technical Advisory Committee

*Dave Klockeman - Chair
City of Loveland
Will Jones - Vice Chair
City of Greeley/GET
Dawn Anderson - Past Chair
Weld County
Stephanie Brothers, Town of Berthoud
Gary Carsten, Town of Eaton
John Franklin, Town of Johnstown
Eric Fuhrman, Town of Timnath
Wendy Heywood, Town of LaSalle
Tim Kemp, City of Fort Collins
Suzette Mallette, Larimer County
Mitch Nelson, Town of Severance
Karen Schneiders, CDOT Region 4
Fred Starr, City of Evans
Dennis Wagner, Town of Windsor
CDPHE-APCD
Town of Milliken*

*Janet Bedingfield, SRS
Amanda Brimmer, RAQC
Aaron Bustow, FHWA
Ranae Tunison, FTA
NoCo Bike & Ped Collaborative*

MPO Transportation Staff

*Suzette Mallette, Interim Executive
Director
Becky Karasko, Regional Transportation
Planning Director
Ryan Dusil, Transportation Planner
Alex Gordon, Transportation Planner II/
Mobility Coordinator
Medora Kealy, Transportation Planner
Sarah Martin, Transportation Planner*

MEMORANDUM

To: NFRMPO Planning Council
From: Becky Karasko
Date: March 1, 2018
Re: CDOT Draft 2018 Ballot Project List

Background

At the January 26, 2018 Statewide Transportation Advisory Council (STAC) meeting, CDOT Staff presented a draft list of projects for the proposed 2018 ballot initiative for a new statewide revenue source the Colorado Metro Mayors Caucus is pursuing. Should they file to have this on the ballot this fall, CDOT and the Transportation Commission will have 45-days to provide a project list.

The draft list draws from CDOT's 10-Year Development Program and contains 89 projects from all five CDOT Regions, as well as four Statewide projects. The 89 CDOT Region projects on the list are CDOT staff's best guess at each Region's priorities. STAC members will be asked to approve the list at a later date. At the January STAC meeting, members requested time to take the list back to their respective Metropolitan Planning Organization (MPOs) and Transportation Planning Regions (TPRs) to ensure the projects in the list are each entity's top priorities.

The attached spreadsheet lists the five NFRMPO projects from the draft list of 2018 ballot projects. The red text indicates changes made by CDOT staff to the project from the original 10-Year Development Program list. The total for the five NFRMPO projects is at the bottom of the sheet as well as the Statewide total.

This item was presented as part of the STAC Report at the February 1, 2018 meeting. At that time, Planning Council requested TAC review the list to ensure the five NFRMPO projects listed are the NFRMPO's top priorities in the event of a 2018 ballot initiative.

Action

The results of the February 21, 2018 TAC meeting discussion will be presented to Planning Council at the March 1, 2018 meeting.

NFRMPO-ONLY PROJECTS from

**CDOT's Preliminary Project List for New Revenue Source-based on the 10-Year Development Program Plan
1/22/2018**

Project ID	Region	TPR	County	Project Name	Project Description	Phasing	Total Project Cost (P70) (Escalated to construction midpoint)	Other Funding Expected to be Available	Other Funding Assumptions	Tentative Commitment, 1st 2 Years of SB 267	DRAFT Ballot & Years 3-4 of SB 267 Commitment	NFRMPO Documents/Studies	
												2040 RTP	Others (PELs, etc.)
52	4	North Front Range, Greater Denver Area	Adams / Broomfield / Weld / Larimer	I-25 North: SH7 to SH14	Addition of one Tolled Express Lane in each direction, interchange reconstruction, mainline reconstruction, safety, and Intelligent Transportation System (ITS) improvements on Segments 5 (SH66 to SH56) and 6 (SH56 to SH402)	Design to Budget. Subsequent phase (not reflected in updated costs) includes: SH7 to SH66 (Express Lane) ~\$127 M SH402 to SH14 (replace interchanges and infrastructure) ~\$300 M US34 and Centerra Interchanges ~\$180 M SH14 Interchange ~\$55 M SH14 to Wellington ~\$238 M SH66 to SH14 (GP Lanes 3+1) ~\$172M	\$653,000,000	\$100,000,000	Tolling	\$200,000,000	\$353,000,000	Yes	North I-25 EIS
57	4	North Front Range	Larimer / Weld	US34: Widening, Interchanges, and Operational Improvements	Widening of roadway from four to six lanes, construction of three interchanges, and operational improvements.	Design to Budget. Project could be divided into phases: MP 93.5 - 97.8 Widening ~\$25 M MP 97.8 - 113.65 Widening ~\$170 M	\$90,000,000	\$0		\$0	\$90,000,000	Yes	US34 EA, North I-25 EIS, & US34 PEL
58	4	North Front Range	Weld	US34 / US85 Interchange Reconfiguration	Improvements to the safety and capacity of "Spaghetti Junction" interchange by making the geometric configuration more intuitive, adding grade separations, and improving access points.	Design to Budget. Project could be divided into phases- Phase 1: Replace aging infrastructure ~\$113M Phase 2: System to System connections ~\$50M	\$113,000,000	\$0		\$0	\$113,000,000	Yes	US34 & US85 Interchange PEL
60	4	Upper Front Range, North Front Range, Greater Denver Area	Adams / Weld	US85: Corridor Improvements	Construction of new Peckham interchange, railroad siding extensions, and closure of county roads to reduce access points and construction of alternative routes as outlined in the US85 PEL	Design to Budget. Construction of new Peckham interchange, railroad siding extensions, and closure of county roads to reduce access points and construction of alternative routes as outlined in the US85 PEL	\$101,840,000	\$58,400,000	\$58.4M TC Program Reserve	\$0	\$43,440,000	Yes	US85 PEL
77	4	North Front Range	Larimer	SH402: Widening, Intersection and Safety Improvements	Widening, safety, and intersection improvements for Devolution.	Design to Budget.	\$20,000,000	\$0		\$0	\$20,000,000	Yes	North I-25 EIS & SH402 EA
North Front Range Totals							\$977,840,000	\$158,400,000		\$200,000,000	\$619,440,000		
Statewide Totals							\$6,551,772,000	\$687,145,000		\$763,890,000	\$5,100,737,000		

Red text indicates changes to projects made by CDOT Staff to projects originally listed in CDOT's 10-Year Development Program and included in the DRAFT 2018 Ballot List of Projects presented to the Transportation Commission on January 22, 2018 and to STAC on January 26, 2018.