

2018 Federal Planning Certification Report

North Front Range Transportation Management Area



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Final Report

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Table of Contents

Foreword	3
Executive Summary	4
Classification of Findings	12
Commendations	13
Recommendations	14
1) Performance Management	14
2) Planning Factors.....	15
3) Delegation of Authority	16
4) Public Participation Plan	17
5) Public Outreach Strategies.....	18
6) Unified Planning Work Program	19
7) Americans with Disabilities Act within the Self-Certification Statement	20
8) Limited English Proficiency Plan	21
9) Financial Planning	21
10) Regional Transportation Plan	23
11) Security Planning	24
12) Regional ITS Architecture.....	25
13) Congestion Management Process	26
2018 FHWA and FTA Certification Action	28
Appendix 1: Certification Review Team Members	31
Appendix 2: Public Comments	32

Foreword

Pursuant to 23 U.S.C. 134(k)(5) and 49 U.S.C. 5303(k)(5), every four years, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) must jointly certify that the Regional Transportation Planning process carried out in Transportation Management Areas (TMAs) meets the requirements of applicable provisions of Federal laws and regulations. A TMA is an urbanized area with a population of over 200,000, as defined by the U.S. Census. FHWA and FTA are required to jointly review and evaluate the transportation planning process for each urbanized area over 200,000 population at least every four years to determine if the process complies with applicable Federal requirements. In general, the review consists of three primary activities: review of the planning process and deliverables, a site visit with all the regional planning partners, and the preparation of a report that summarizes the review and offers findings. The reviews focus on compliance with Federal regulations, challenges, successes, and experiences of the cooperative relationship between the Metropolitan Planning Organization (MPO), State Department of Transportation (DOT), and transit operator in the conduct of the metropolitan planning process. Joint FTA/FHWA certification review guidelines provide agency field reviewers with latitude and flexibility to tailor the review to reflect local issues and needs.

The certification review process is one of several methods used to assess the compliance with applicable statutes and regulations and the level and type of technical assistance needed to enhance the effectiveness of the regional planning process. Other activities provide opportunities for this type of review and comment, including Unified Planning Work Program approval, the regional transportation plan, Metropolitan and Statewide Transportation Improvement Program, Statewide Planning Finding, and air quality conformity determinations. A range of other formal and informal opportunities provide both FHWA and FTA a chance to comment on the planning process. The results of these other processes are considered in the certification review process.

While the planning certification review report may not fully document those many intermediate and ongoing checkpoints, the "finding" of the certification review is, in fact, based upon the cumulative activities of all the metropolitan planning partners throughout the planning process.

While reviews fundamentally focus on compliance with Federal regulations, the review process is enhanced by individually tailoring it to focus on topics of significance in each metropolitan planning area. The Federal Review Team prepares the certification report to document the results and findings of the certification process. The report and final action are the joint responsibility of the appropriate FHWA and FTA field offices and content will vary to reflect the planning process reviewed.

To encourage public understanding and input, FHWA/FTA will continue to improve the clarity, documentation, and engagement of all stakeholders in the certification review process.

Executive Summary

In 2017-2018, the Federal Highway Administration (FHWA) Colorado Division and the Federal Transit Administration (FTA) Region 8 conducted the certification review of the Regional Transportation Planning process for the Fort Collins/Greeley urbanized area administered by the North Front Range Metropolitan Planning Organization (NFRMPO). As announced in correspondence transmitted to NFRMPO on June 6, 2018, FHWA and FTA have determined that the Regional Transportation Planning process in the North Front Range TMA satisfies the provisions of 23 USC 134, 49 USC 5303-5306, 23 Code of Federal Regulations (CFR) 450.300, and other associated federal requirements. Based on that determination, FHWA and FTA certified the North Front Range TMA Regional Transportation Planning process, effective June 14, 2018.

Resulting from this review, FHWA and FTA identified several findings for the Regional Transportation Planning process conducted by the NFRMPO, in cooperation with the Colorado Department of Transportation (CDOT) and Public Transit Operators within the Fort Collins/Greeley Region. Findings are statements of fact that define the level of compliance found during the various activities of the review. These statements, categorized by importance and impact, provide the primary basis for determining the actions (Corrective Actions, Recommendations, or Commendations), if any, contained in the Certification Report.

This review found no aspects of non-compliance with statutory or regulatory requirements of the Regional Transportation Planning process carried out in the Fort Collins/Greeley metropolitan planning area. Thus, no Corrective Actions were identified. Recommendations represent incomplete activities or opportunities for improvement within the planning process that should be addressed to maintain compliance with Federal regulations. These types of findings can include the absence of minor actions within larger events or a potential misinterpretation of the regulations. With each Recommendation, resolutions are provided with possible steps towards improvement which provides fuller context of what actions are necessary. Below is a summary of Recommendations for improving the metropolitan planning process managed by NFRMPO.

Lastly, Commendations identify best practices where the planning process goes above and beyond traditional practice and showcases innovative solutions and techniques that can be shared with other agencies around the nation. Two Commendations were identified for the NFRMPO planning process and are described later in this report.

We would like to compliment the NFRMPO staff on reacting quickly and productively to the fast-changing work environment experienced over the past few years. There were multiple organizational transitions that left major absences in key positions. During this turnover, the NFRMPO planning staff adapted to the new structure and responsibilities quickly and efficiently. The planning program has been delivered consistently and in a timely manner.

Recommendations Table

Recommendation	Federal Regulation	Overview
<p><i>Performance Management</i> The NFRMPO, CDOT, and transit providers operating in the region must continue to make progress in cooperatively implementing performance management within the planning process, as well as preparation of agreements that document their cooperative arrangements for carrying out performance-based planning.</p>	<p>23 CFR 450.300 23 CFR 490.300-800 49 CFR 625</p>	<p>The regional planning partners must establish targets called for in the transit asset management (TAM), PM 1, PM 2, and PM 3 rulemakings and incorporate them within the metropolitan planning process, by their respective adoption dates, as well as complete preparation of written agreement(s) signed by all parties that document cooperative arrangements for performance-based planning. On or after October 1, 2018, updates or amendments to either the RTP or TIP must reflect transit asset management, and on or after May 20, 2019, updates or amendments to either the RTP or TIP must reflect the PM2 and PM3 performance measures.</p>

<p><u>Planning Factors</u> With the next update of the RTP, an appropriate level of discussion should be included to identify how the planning factors were considered in framing that planning document.</p>	<p>23 CFR 450.306 (c)</p>	<p>While the planning factors are presented in the UPWP to describe their association with planning work activities, the NFRMPO should discuss how they are considered when developing the RTP, TIP, and associated policy.</p>
<p><u>Delegation of Authority</u> The NFRMPO should have a procedure in place to handle sensitive agency situations including the delegation of responsibility for decision-making and communication methods with partnering regional agencies during these periods.</p>		<p>An internal review of the NFRMPO’s policies can identify any procedures related to the delegation of authority and communication with partners to prevent any disruptions to normal business practices during periods of transition.</p>

<p><i>Public Participation Plan (PPP)</i></p> <p>The NFRMPO PPP must provide procedural detail on public engagement strategies and opportunities for input in major planning activities such as the development of the RTP, TIP, and UPWP.</p> <p>The NFRMPO PPP needs to evaluate the effectiveness of its public involvement procedures and strategies on a periodic basis.</p>	<p>23 CFR 450.316 (a)(1)(x)</p> <p>23 CFR 450.316 (1)(i)</p>	<p>The PPP should be updated in time to support the development of the 2045 RTP by aligning how and when the public can get involved in planning development cycles (RTP, TIP, UPWP).</p> <p>The outcome of the evaluation and analysis of the PPP's effectiveness can be incorporated into an update of the document.</p>
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<p><u>Public Outreach Strategies</u> The PPP should include explicit procedures, strategies, and outcomes for seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services.</p>	<p>23 CFR 450.316 (a)(1)(vii)</p>	<p>In preparation for the 2045 RTP development, the updated PPP must identify the explicit procedures, strategies, and outcomes used for seeking out and considering the needs of the traditionally underserved communities, such as low-income and minority households.</p>
<p><u>Unified Planning Work Program (UPWP)</u> The NFRMPO must provide a within-year schedule for completing work activities in the UPWP.</p>	<p>23 CFR 450.308 (c)</p>	<p>Among the necessary information identified in the UPWP is a schedule for completing the work activities over the course of the year. NFRMPO needs to include such a schedule in the next update of the UPWP.</p>
<p><u>Americans with Disabilities Act</u> The NFRMPO needs to complete a Program Access Plan that includes a self-evaluation, a demonstration of addressing barriers, and public coordination with stakeholders.</p>	<p>23 CFR 450.336 (a)(7)</p>	<p>NFRMPO needs to address the ADA requirements of providing a Program Access Plan and identify associated activities in the UPWP.</p>
<p><u>Limited English Proficiency Plan</u> The NFRMPO should consider the opportunities provided to LEP communities and how this is documented within the transportation planning process.</p>	<p>EO 13166</p>	<p>The NFRMPO should consider meaningful access for LEP communities in all federally funded programs through a documented LEP Plan.</p>
<p><u>Financial Planning</u> The Financial Plans of the RTP and TIP must be included as explicit elements in those documents and must demonstrate the financial ability to carry out the strategies, policies, and projects of the NFRMPO through</p>	<p>23 CFR 450.324 (f)(11)(i) 23 CFR 450.326 (j)</p>	<p>The RTP and TIP require similar financial discussion, but the specific information varies to accommodate the objectives of the documents. The main point being that the Financial Plan must</p>

<p>consideration of available and expected revenues from all sources, as well as the ability to operate and maintain Federally-supported facilities and services over the planning horizon.</p>		<p>demonstrate that the NFRMPO can achieve what they are setting out to do, as determined by their goals, objectives, and strategies, documenting the financial reasonableness of recommended improvements and the ability to continue providing an adequate level of operation and maintenance of the existing and to-be-built highway and transit systems.</p>
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<p><u>Regional Transportation Plan (RTP)</u> The 2045 RTP must include long and short-range strategies for improving public transportation, as well as for improving highway and non-motorized modes of travel.</p> <p>The NFRMPO must provide a sufficient level of detail in its descriptions for all proposed projects to support cost estimation in the RTP.</p>	<p>23 CFR 450.324 (f)(7)</p> <p>23 CFR 450.324 (f)(8)</p> <p>23 CFR 450.324 (f)(9)</p> <p>23 CFR 450.324 (f)(11)(iv)</p>	<p>The 2040 RTP is missing transit operations, recommended projects and strategies, and expected revenue information, including specifically projects and activities proposed for funding by programs authorized under Chapter 53 of Title 49. The next Update of the Plan must identify all transit projects and activities recommended for Federal funding support, along with reasonably expected revenues, including those funded under Chapter 53 of Title 49.</p> <p>In addition, all proposed improvements need to be accompanied by a sufficiently detailed description to develop reasonable cost estimates.</p>
<p><u>Security Planning</u> The NFRMPO needs to clearly identify its role and responsibilities in providing security considerations in the transportation planning process and document it in the Regional Transportation Plan, including appropriate coordination efforts.</p>	<p>23 CFR 450.306 (b) (3)</p> <p>23 CFR 450.324 (h)</p>	<p>The NFRMPO needs to identify its roles and responsibilities when considering security provisions including to what extent they are involved in evacuation planning, providing information to other agencies, and incorporating security information in the 2045 RTP.</p>

<p><u>Regional ITS Architecture</u> Documentation is needed, consistent with CDOT’s ITS Architecture, with which all ITS projects recommended in NFRMPO’s RTP and TIP, not just those sponsored by CDOT, can be determined to be compliant with the Regional ITS Architecture.</p>	<p>23 CFR 940.5</p>	<p>All Federally funded ITS projects, not just those sponsored by CDOT, must be consistent with the Regional ITS Architecture and be developed using a systems engineering analysis.</p>
<p><u>Congestion Management Process</u> The NFRMPO must improve the reporting of the Congestion Management Process by periodically assessing the impacts of implemented projects through a demonstration of the relationship between implemented strategies, documented effectiveness, and performance objectives.</p>	<p>23 CFR 450.322 (d)(2) 23 CFR 450.322 (d)(4) 23 CFR 450.322 (d)(6)</p>	<p>An update to the CMP that focuses on the impacts of implemented strategies and projects on regional performance measures and which acts as feedback to the refinement of CMP multimodal system performance management and strategies.</p>

Classification of Findings

Corrective Action: Items that fail to meet the requirements of the transportation statute and/or regulations, thus seriously impact the outcome of the overall process. The expected change and timeline for correcting it are clearly defined. Note that there are no corrective actions in this report.

Recommendations – Substantial items that, while not incompliant with regulations, are still significant enough that FHWA and FTA are hopeful that State, local officials, and transit operators will consider taking some action. Typically, Recommendations involve the state of the practice or technical improvements instead of regulatory requirements. This category identifies activities currently being done to reflect the regulations and guidance set by the federal agencies, but has not been satisfactorily implemented. While these activities don't diminish the metropolitan planning process, they're in danger of becoming future corrective actions if not remedied within the identified timeline. Typically, recommendations highlight minor misinterpretations of regulations or guidance and identify inadequate procedures in the planning process.

Commendations – Elements that demonstrate innovative, highly effective, or well-thought out procedures for implementing the metropolitan planning process requirements. Elements addressing items that have frequently posed problems nationwide could be cited as noteworthy practices. Recognizing best practices through Commendations helps build good relations with the region under review and provides a way to identify and share transferable practices with other planning agencies through technical assistance.

Commendations

1) Non-Motorized Plan

The NFRMPO understands the importance of a balanced multimodal transportation network and decided to emphasize non-motorized transport through a stand-alone plan. This collaborative effort involved the NFRMPO, Bike/Walk coalitions, and local partners. This document contributes to a comprehensive bike/pedestrian section in the RTP and provides a framework from which local agencies can further develop local plans. It was a great idea to evolve the Regional Bike Plan into a Non-Motorized Plan by including pedestrian elements, data driven analysis, and geographic representations of networks.

2) Regional Collaboration

The extent of interagency collaboration in metropolitan planning was voiced through public comment and can be seen in the working relationships of CDOT, NFRMPO, and the local representatives. Over the past few years, collaboration and cooperation has been expanded throughout the region. This partnership continues to grow as the region appreciates the benefits of providing large-scale projects that greatly benefit all the communities. Communication is key for providing the necessary information about benefits and rationale behind projects, along with addressing concerns and questions honestly. The regional partners found a way to coalesce around regional priorities and advance solutions together, something that was uncommon in the past.

Recommendations

1) Performance Management

Basic Requirement: The coalescence of the FAST Act, Final Planning Rules (23 CFR 450), and Rulemakings on the National Performance Management and Transit Asset Management (23 CFR 490 and 49 CFR 625) provide new requirements for the metropolitan planning process that integrates performance management into the planning process. The planning rules introduce new performance reporting regulations that highlight collaboration between States, MPOs, and transit providers and splices performance management into the major planning documents. The performance management provisions for target-setting, monitoring and reporting, and reflection in RTP and TIP preparation needs to be administered in a coordinated manner by planning partners. The key components include the development of written agreements documenting how the MPO, State, and transit providers will cooperate in implementing performance-based planning, which includes the selection of performance targets, the integration of performance targets into the planning process, and consideration of targets when developing policies, programs, and investment priorities.

Finding of Federal Review: The planning process administered by NFRMPO demonstrates preliminary efforts to incorporate and integrate performance management concepts into planning.

First, the planning agreement, agreements, or other documentation between the CDOT, NFRMPO, and Transit Operators are incomplete in describing procedures for cooperatively developing, sharing, and using performance data in planning.

Second, when updated or amended, depending upon the date, the Regional Transportation Plan (RTP) must provide a description of the performance measures and targets used in assessing the transportation system. The systems performance report is a component of the RTP that identifies the measures, targets, along with a description of the condition of the transportation system with respect to the accomplishment of the performance targets.

Lastly, updates of or amendments to the Transportation Improvement Program (TIP), depending upon the schedule, must include a discussion of the anticipated effect of the TIP toward achieving the performance targets identified in the RTP. The goal of this requirement is to demonstrate a link between investment priorities and performance targets.

On or after October 1, 2018, updates or amendments to either the RTP or TIP must incorporate transit asset management, and on or after May 20, 2019, updates or amendments to either the RTP or TIP must incorporate the PM₂ and PM₃ planning requirements

Recommendation: The NFRMPO, CDOT, and transit providers operating in the region must continue to make progress in cooperatively implementing performance management within the planning process, as well as preparation of agreements that document their cooperative arrangements for carrying out performance-based planning.

Resolution: The planning processes must reflect performance management in accordance with transit asset management (TAM), PM 1, PM 2, and PM 3 rulemakings and their respective adoption dates. The agencies must document, in a written agreement(s) signed by all parties, their roles, responsibilities, and procedures involved in incorporating performance management into planning, while highlighting any necessary completion dates and deliverables. It is important that the agencies establish a detailed schedule to the extent it supports the performance target reporting requirements contained in 23 CFR 450, 23 CFR 490, and 49 CFR 625.

Proposed FHWA/FTA Technical Assistance: The FHWA/FTA will provide technical assistance, upon request, in developing planning agreements, reporting targets in the RTP, and developing narrative for the TIP, including examples from other areas.

2) Planning Factors

Basic Requirement: The Regional Transportation Planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that address the ten planning factors (23 CFR 450.306). The degree of consideration and analysis of the planning factors should be based on the scale and complexity of many issues, including transportation system development, land use, employment, economic development, human and natural environment (including Section 4(f) properties as defined in 23 CFR 774.17), and housing and community development.

Finding of Federal Review: NFRMPO documented the alignment of planning factors with work program tasks in the May 2018 update of NFRMPO's UPWP. This is a useful and informative way to display the connection between MPO work activities, policies, and documents and the planning factors. While the inclusion of these factors promotes a well-balanced review for regional concerns, they also demonstrate the NFRMPOs focus on important transportation issues that are of national and regional concern.

The planning factors are listed in the RTP, but with no additional information on how they are considered in that document. There is no indication of how the planning factors were considered in preparing the RTP; neither in evaluating transportation needs, setting priorities, or prioritizing recommended strategies.

Recommendation: The planning factors need to be considered in the planning process and

reflected appropriately based on the degree of scale and complexity of the region.

Resolution: With the next update of the RTP, an appropriate level of discussion should be included to identify how the planning factors were considered in framing that planning document. NFRMPO, in the RTP, should provide a short discussion of how the planning factors affect any planning strategies, priorities, or project implementation decisions.

Proposed FHWA/FTA Technical Assistance: The FHWA/FTA will provide technical assistance by gathering examples of consideration of the planning factors from other TMAs.

3) Delegation of Authority

Basic Requirement: During periods of staff transition or significant absences, a policy should be in place allowing business to continue in an efficient manner. It's important when such events occur that disrupt normalcy, all the regional planning partners are alerted and made aware of how things will be administered during this period.

Finding of Federal Review: There are two business practices that could benefit the NFRMPO and their partners when such situations arise. First, an announcement to planning partners should occur immediately. Providing enough detail to inform other agencies about the status of the working environment at the NFRMPO and any other relevant details. This can include who will be the lead contact for programs, temporary staffing appointments, or any pertinent details on administrative changes.

Secondly, the NFRMPO should revisit their internal policies concerning staff transition and emergency situations to ensure that authority is delegated appropriately and immediately. If specific actions require a staff position that is no longer functioning, policies can dictate who would inherit those duties temporarily. This prevents any disruption to approval actions or business actions.

Recommendation: The NFRMPO should have a procedure in place to handle sensitive agency situations including the delegation of responsibility for decision-making and communication methods with partnering regional agencies during these periods.

Resolution: An internal review of the NFRMPO's policies should be conducted to identify any procedures related to the delegation of authority and the informing the necessary partners of any variations to normal business routines.

Proposed FHWA/FTA Technical Assistance: The FHWA/FTA will provide technical assistance in gathering examples of delegation of authority practices and procedures surrounding staff transitions.

4) Public Participation Plan

Basic Requirement: The MPO is required, under 23 CFR 450.316, to create opportunities for public involvement, participation, and consultation throughout the development of the Regional Transportation Plan (RTP) and the TIP. This is codified in 23 CFR 450.322 (f) (7), (g) (1) (2), and (i) and 23 CFR 450.324 (b). A critical element is the requirement for periodic evaluation of the effectiveness of the procedures and strategies contained in the public participation plan (PPP) (23 CFR 450.316 (a) (1) (x)). This refers not just to reviewing the implementation of strategies, but their ability to reach and engage the stakeholders and the public resulting in productive comments and conversation.

Finding of Federal Review: The Public Participation Plan (PPP) is an educational tool that provides the public with the knowledge of how they can get involved in the planning process. One ingredient of the PPP is a description of strategies and communications used throughout the process in which the public can engage. To further support the catalog of techniques is the provision of when and why the public is encouraged to participate, which is lacking in NFRMPO's PPP. Thoughtful guidance on what NFRMPO is seeking comments on and when they are needed should be integral to the document. Another missing element in the PPP is the identification of opportunities for the public to comment and react during the development cycle of deliverables such as the RTP, TIP, and UPWP. A brief outline and/or schedule of the major planning activities with the expected participation opportunities can raise the awareness of the public to confidently know the appropriate time and actions to participate.

The federal planning regulations require that the MPO periodically review the effectiveness of the procedures and strategies contained in the PPP. This goes beyond traditional performance metrics measuring data collection, dissemination of information, and attendance at public events. These evaluative measures are necessary to analyze the impact of the chosen public engagement strategies, not just that what was undertaken. Additionally, NFRMPO could allow participants attending public events an opportunity to give feedback on the effectiveness of the activity from their perspective. Combining traditional and evaluative measures, user feedback/reviews, and the implementation of strategies, contributes to a comprehensive perspective leading to a meaningful understanding of the program's overall effectiveness. The evaluation should highlight effective and ineffective strategies and determine how these results can change future strategies and engagement techniques. This could be explained in the PPP as well as be identified as a proposed task activity in the UPWP.

Recommendation: The NFRMPO PPP must provide procedural detail on public engagement strategies and opportunities for input in major planning activities such as the development of the RTP, TIP, and UPWP.

Recommendation: The NFRMPO PPP needs to evaluate the effectiveness of its public involvement procedures and strategies on a periodic basis.

Resolution: An updated PPP should be prepared, and, with the required 45-day period for public review, be in place for use in guiding development of the 2045 RTP. The updated PPP should contain procedural detail for engaging public input to the 2045 RTP and TIP updates. In addition, the revised PPP should clearly describe the procedures and criteria to be used in periodically evaluating its effectiveness.

Proposed FHWA/FTA Technical Assistance: The FHWA/FTA will provide technical assistance in gathering examples of public participation effectiveness evaluation from other TMAs and contribute to reviewing and commenting on any NFRMPO draft PPP updates.

5) Public Outreach Strategies

Basic Requirement: The MPO is required to describe in their PPP, per 23 CFR 450.316(a)(1)(vii), explicit procedures, strategies, and desired outcomes for seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services.

Finding of Federal Review: The current PPP does not contain explicit procedures, strategies, and outcomes for seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households. Further development of traditionally underserved community engagement should involve greater representation throughout the planning process in a manner that benefits those communities and strengthens their voice in the regional transportation planning process. This discussion should advance the concept by highlighting what activities, during the planning process, engaged these communities to participate through practical and accessible means, while continuing to explore concepts to enhance future efforts.

Recommendation: The PPP should include explicit procedures, strategies, and outcomes for seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services.

Resolution: In time for use in supporting preparation of the 2045 RTP, the NFRMPO must incorporate into their PPP explicit procedures, strategies, and outcomes for seeking out and

considering the needs of the traditionally underserved communities by the existing transportation system, such as low-income and minority households.

Proposed FHWA/FTA Technical Assistance: The FHWA/FTA will provide technical assistance in gathering examples of documented public participation from traditionally underserved communities from other TMAs and contribute to reviewing and commenting on any NFRMPO draft plans.

6) Unified Planning Work Program

Basic Requirement: 23 CFR 450.308 identifies the requirements for the unified planning work programs (UPWP) to be prepared by MPOs. The major topics that are necessary in the UPWP include a discussion of the planning priorities in the metropolitan planning area, all Regional Transportation Planning and transportation-related air quality planning activities in a one to two-year period, who will perform the work, a schedule for the completion of the work, and the intended products. In addition to those requirements, budgetary controls in 23 CFR 420 identify these topics to be included as well, description of the work to be performed, cost estimates for each activity, and a financial summary indicating the share of funding (matching costs) from federal, state, and local sources.

Finding of Federal Review: The Federal review team observed that the NFRMPO does a commendable job crafting the UPWP, but the UPWP does not include a yearly schedule for completing the work. By providing a clear delineation of estimated completion dates for deliverables and services, the NFRMPO provides greater transparency for their activities and accountability for accomplishing tasks in the federally approved fiscal year, while also enhancing opportunities for coordination of work activities across tasks.

Recommendation: The NFRMPO must provide a within-year schedule for completing work activities in the UPWP.

Resolution: The next update of the UPWP must include a within-year schedule for completing work activities.

Proposed FHWA/FTA Technical Assistance: The FHWA/FTA will provide assistance in the form of examples from other MPOs on how they provide the schedule of work activities.

7) Americans with Disabilities Act within the Self-Certification Statement

Basic Requirement: Self-Certification of the metropolitan planning process, at least once every four years and accompanied by the approved TIP, is required under 23 CFR 450.336. The State and the MPO shall certify to FHWA and FTA that the planning process is addressing the major issues facing the area and is conducted in accordance with all applicable requirements of 23 CFR 450.300 and:

- ☐ 23 U.S.C. 134 and 49 U.S.C. 5303 and Sections 174 and 176(c) and (d) of the Clean Air Act (if applicable)
- ☐ Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each State
- ☐ 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity
- Section 1101(b) of SAFETEA-LU and 49 CFR Part 26, regarding involvement of DBE in U.S. DOT-funded planning projects
- 23 CFR Part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts
- ☐ **ADA and U.S. DOT regulations governing transportation for people with disabilities [49 CFR Parts 27, 37, and 38]**
- ☐ Older Americans Act as amended, prohibiting discrimination on the basis of age Section 324 of Title 23 U.S.C., regarding the prohibition of discrimination based on gender
- ☐ Section 504 of the Rehabilitation Act of 1973 and 49 CFR Part 27, regarding discrimination against individuals with disabilities
- All other applicable provisions of Federal law (e.g., while no longer specifically noted in a self-certification, prohibition of use of Federal funds for “lobbying” still applies and should be covered in all grant agreement documents (see 23 CFR 630.112).

Finding of Federal Review: Both the Americans with Disabilities Act (ADA) of 1990 and Section 504 of the Rehabilitation Act of 1973 prohibit discrimination against individuals based on their disability. To satisfy these regulations, public agencies must adopt either an ADA Transition Plan or a Program Access Plan based on a defined set of criteria. Since the NFRMPO has fewer than 50 employees, it needs only complete a Program Access Plan. This action requires that a self-evaluation is completed to account for any infrastructure owned within the public rights-of-way to determine if they are accessible to persons with disabilities and meet the laws’ regulatory requirements. The results are captured as part of the Program Access Plan along with a demonstration of any actions needed to reach compliance. Depending on the results of the completed document, further actions include a Board resolution, coordination and comments from relevant stakeholders, and public access to the completed document.

Recommendation: The NFRMPO needs to complete a Program Access Plan that includes a self-evaluation, a demonstration of addressing barriers, and public coordination with stakeholders.

Resolution: The NFRMPO should show in one location how they address ADA requirements. Program Access Plan needs to be completed in a timely fashion.

Proposed FHWA/FTA Technical Assistance: The FHWA/FTA will provide examples from other MPOs of how the NFRMPO can approach this activity including the formatting of the document and what information should be included.

8) Limited English Proficiency Plan

Basic Requirement: The Executive Order 13166 requires Federal agencies to examine the services they provide, identify any need for services to those with limited English proficiency (LEP), and develop and implement a system to provide services with meaningful access. It is expected that plans will provide for such meaningful access consistent with, and without unduly burdening, the fundamental mission of the agency. The Executive Order also requires that the Federal agencies work to ensure that recipients of Federal financial assistance provide access to their LEP applicants and beneficiaries.

Finding of Federal Review: The NFRMPO does not have a documented approach to addressing LEP communities within their federally funded programs. Currently, the LEP Plan in the Title VI Plan focuses exclusively on the VanGo program, but should extend its coverage across all federally conducted and funded programs administered by the NFRMPO.

Recommendation: The NFRMPO should consider the opportunities provided to LEP communities and how this is documented within the transportation planning process.

Resolution: The NFRMPO should consider meaningful access for LEP communities in all federally funded programs of the NFRMPO through a documented LEP Plan.

Proposed FHWA/FTA Technical Assistance: The FHWA/FTA will provide examples from other MPOs on how the NFRMPO can approach this activity including the formatting of the document and what information should be included.

9) Financial Planning

Basic Requirement: The joint planning regulations state that the long-range transportation plan [23 CFR 450.324 (f) (11)] and TIP [23 CFR 450.326 (j)] must include Financial Plans that, among other things, "indicate(s) resources from public and private sources that are reasonably expected to be available" to implement the plan and program. Federal requirements provide that a long-range transportation plan and TIP can only include projects for which funding "can reasonably be expected to be available." The Financial Plans contained in the long-range plan and TIP must confirm and document the "reasonableness" of the long and short-range fiscal forecasts. [23 CFR 450.324(f)(11)(ii)]. For purposes of transportation operations and maintenance, the financial plan must contain system-level estimates of costs and revenue sources that are reasonably expected to be available to adequately operate and maintain Federal-aid highways and public transportation (23 CFR 450.326 (j) and 23 CFR 450.324 (f) (11)). In all, the financial plan provides a foundation for the presentation of funding sources, cost projections, and accounting in a consistent manner across all the NFRMPO plans and documents.

The Financial Plans of the RTP and TIP must demonstrate how the projects in those documents can be implemented, indicating resources from public and private sources that are reasonably expected to be available to carry them out and recommend any additional financing strategies for needed projects and programs. In the case of new funding sources, strategies for ensuring their availability shall be identified, this includes any potential ballot measures. For purposes of transportation operations and maintenance, the Financial Plan must contain system-level estimates of costs and revenue sources that can adequately operate and maintain Federal-aid highways and transit networks. Revenue and cost estimates for projects listed in the RTP and TIP must use an inflation factor to reflect year of expenditure dollars, based on reasonable financial principles and information, developed cooperatively by the MPO, State DOT, and transit agencies (23 CFR 450.324 (f) (11) (iv) and 23 CFR 450.326 (j)).

Finding of Federal Review: Neither the RTP or TIP of the NFRMPO include Financial Plans. The RTP and TIP provide limited information with which to confirm the reasonable expectation of revenues for implementing projects in those documents. During the certification review site visit, NFRMPO staff provided useful information that expanded the financial basis of the FY19-22 TIP, including revenue and cost assumptions based upon historic trends and collaboration with CDOT, along with explaining the inflation factor calculation. This information strengthened the link between the fiscal reasonableness and implementation of projects in the TIP, effectively serving as the Financial Plan for the TIP, as well as supporting, to some extent, the RTP.

Recommendation: The Financial Plans of the RTP and TIP must be included as explicit elements in those documents and must demonstrate the financial ability to carry out the strategies, policies, and projects of the NFRMPO through consideration of available and expected revenues from all sources, as well as the ability to operate and maintain Federally-supported facilities and services over the planning horizon. This must include documentation of inflation factors, estimated costs,

and systems-level costs and revenues associated with the maintenance and operation of the Federal-aid highway and federally supported public transportation systems.

Resolution: The next updates of the RTP and TIP must each include explicit Financial Plans, attached to the documents either as a chapter or an appendix, that comply with Federal requirements.

Proposed FHWA/FTA Technical Assistance: The FHWA/FTA will provide technical assistance by providing examples of the Financial Plans supporting long-range plans and TIPs from other MPOs.

10) Regional Transportation Plan

Basic Requirement: Regional Transportation Plans prepared by MPOs must “include both long-range and short-range strategies/actions that provide for the development of an integrated multimodal transportation system (including accessible pedestrian walkways and bicycle transportation facilities) to facilitate the safe and efficient movement of people and goods in addressing current and future transportation demand” (23 CFR 450.324 (b)). This means that the NFRMPO must include both highway and public transportation elements in its RTP, as well as transportation and transit enhancements, including associated transit improvements (23 CFR 450.324 (f)(8)). Furthermore, the Plan must include a Financial Plan to confirm the feasibility of implementing projects recommended in the Plan with reasonably expected financial resources. And, all proposed improvements shall be described in sufficient detail to develop cost estimates (23 CFR 450.324 (f)(9)).

Finding of Federal Review: The 2040 RTP does not address the long-range transit improvement needs of the region and provides very limited information on transit investment priorities over the planning horizon. A Regional Transit Element (RTE) is included as an appendix of the RTP, but that focuses broadly on the long-term need for transit improvements and does not recommend strategies for inclusion in the RTP project listing to address those needs. While the RTE appears supportive of the RTP, it does not provide specific project recommendations, nor is it clear that its development schedule aligns with the development cycle of the RTP. Therefore, the detailed transit network, project, and financial information, as preliminarily determined by the RTE, are not carried forward and reflected in the RTP. Thus, neither the RTP nor the RTE provide adequate information about future transit agency revenues, proposed projects, and operating/maintenance costs that is required of long-range multimodal transportation plans.

The projects listed in the RTP generally lack the level of design concept and scope detail necessary to support project-level cost estimation (450.324 (f)(9)).

Recommendation: The 2045 RTP must include long and short-range strategies for improving public transportation, as well as for improving highway and non-motorized modes of travel. To support full incorporation of recommended transit improvements in the RTP, NFRMPO should consider advancing the schedule for preparing the RTE so that it can provide input during RTP preparation. In addition, financial planning should be added to the work plan for preparing the RTE so that it can inform the financial plan of the 2045 RTP regarding transit project recommendations, as well as costs, revenue forecasts, project details, and existing and future network and service information.

Recommendation: The NFRMPO must provide a sufficient level of detail in its descriptions of all proposed projects to support cost estimation in the RTP. Supporting documentation detailing the formation of project descriptions can be a discussion of the process used by local agencies and NFRMPO to determine construction costs, inflation factors, or historical price indexes, or description of a more generalized process.

Resolution: The 2045 RTP must include recommended transit improvements, along with appropriate operational and financial information, including proposed funding by programs authorized under Chapter 53 of Title 49. This would involve RTP identification of all recommended transit projects and revenues, including those funded under Chapter 53 of Title 49. All proposed modal improvements need to have a description that is sufficiently detailed to support cost estimation.

Proposed FHWA/FTA Technical Assistance: The FHWA/FTA will provide technical assistance by providing examples from other MPOs of the level of project detail included in long-range plans to support project cost estimation.

ii) Security Planning

Basic Requirement: Federal legislation cites security as a stand-alone planning factor to be considered in the metropolitan planning process (23 CFR 450.306(b) (3)). As with all planning factors, the regulations state that the degree and consideration of security should be based on the scale and complexity of many different regional and local issues. Security is an important planning factor that covers events such as preparedness, adaptiveness, and resiliency of infrastructure before, during, and after emergency incidences. But beyond its standing as a planning factor, security should be considered in the Plan, the planning regulation (23 CFR 450.324 (f)(7)) suggests that it be considered when preparing the long-range plan to “...reduce the vulnerability of the existing transportation infrastructure to natural disasters.” It is left to the MPO to determine what security planning means to its planning area and to work with planning partners to collaboratively define their security approach based on regional needs.

Finding of Federal Review: The security section in the 2040 RTP does not define nor delineate

what the NFRMPO's roles and responsibilities are in connection to the security of the transportation network. At a minimum, the NFRMPO must appropriately identify how its involved in security planning. Security planning involves many partners outside the transportation industry and coordination with these stakeholders can help develop the regional condition and prioritize intersecting transportation needs. The RTP introduces transit agencies' security operations, but does not discuss how the NFRMPO is involved in those efforts, nor their integration into the regional transportation planning process. There is an absence of CDOT efforts relating to security either through redundancy and resiliency of the network.

Recommendation: The NFRMPO needs to clearly identify its role and responsibilities in providing security considerations in the transportation planning process and document it in the RTP, including appropriate coordination efforts. It would be beneficial for the NFRMPO to identify any security agencies they work with and the outcomes that contribute to the regional transportation planning process.

Resolution: The NFRMPO should identify its roles and responsibilities when considering security provisions including to what extent they are involved in evacuation planning, providing information to other agencies, and incorporating that information, as appropriate, in the 2045 RTP.

Proposed FHWA/FTA Technical Assistance: The FHWA/FTA can provide examples of how similar TMAs have demonstrated security considerations into their planning process at varying degrees.

12) Regional ITS Architecture

Basic Requirement: 23 CFR 450.306 (g) requires that the Regional Transportation Planning process (to the maximum extent practicable) be consistent with the development of applicable regional intelligent transportation systems (ITS) architectures. Conformance with the National ITS Architecture is interpreted to mean the use of the National ITS Architecture to develop a regional ITS architecture, and the subsequent adherence to those standards and guidelines by all ITS projects funded by the Highway Trust Fund (including the Mass Transit Account), whether they are stand-alone projects or combined with non-ITS projects.

Finding of Federal Review: CDOT's ITS Architecture does not provide adequate documentation to confirm that all Federally funded ITS projects, highways and transit, are consistent with the regional ITS architecture.

Recommendation: Documentation is needed, consistent with CDOT's ITS Architecture, with which all ITS projects recommended in NFRMPO's RTP and TIP, not just those sponsored by CDOT, can be determined to be compliant with the Regional ITS Architecture.

Resolution: In time for use in preparing the 2045 RTP, CDOT's ITS Architecture should be enhanced, as appropriate, for use in the NFRMPO region to provide a process for completing systems engineering analyses of projects to confirm and document the consistency of federally funded ITS projects with the regional ITS architecture.

Proposed FHWA/FTA Technical Assistance: The FHWA/FTA can provide examples of the documentation process for both highway and transit projects from other states and TMAs use when developing ITS projects.

13) Congestion Management Process

Basic Requirement: MPOs in transportation management areas must develop a Congestion Management Process (CMP) as a systematic approach for managing congestion through a process that “provides for safe and effective integrated management and operation of the multimodal transportation system ... based on cooperatively developed and implemented metropolitan-wide strategy of new and existing transportation facilities eligible for funding under 23 U.S.C. and title 49 U.S.C. Chapter 53 through the use of travel demand reduction and operational management strategies.” [23 CFR 450.322 (a)]. Among other provisions, the CMP must include a periodic assessment of the effectiveness of implemented strategies, in terms of the area's established performance measures, as guidance for the public and decision-makers to consider effective strategies for future implementation [23 CFR 450.322 (d) (6)].

Finding of Federal Review: CMP requirements of performance monitoring and evaluation of the post-implementation impacts of strategies and projects appears to be minimal in the NFRMPO process. The CMP prepared by NFRMPO has minimal documentation of the process for identifying and evaluating alternative strategies, providing information supporting the implementation of actions, or evaluating and reporting the effectiveness of implemented actions.

Recommendation: The NFRMPO must improve the reporting of the Congestion Management Process by periodically assessing the impacts of implemented projects through a demonstration of the relationship between implemented strategies, documented effectiveness, and performance objectives.

In the CMP, the listings of strategies should incorporate the evaluation of the project's performance through documented metrics including both before/after evaluations and impacts on congestion within a given corridor. Findings that show improvement in congested conditions due to specific strategies can encourage further implementation of these strategies, while unfavorable outcomes might discourage the use of certain strategies.

The Annual Report would benefit from further development and incorporation of regionally agreed-upon levels of system performance achieved through identified strategies that allows stakeholders to understand what projects provide effective congestion reduction. The Annual Report's Implemented and Programmed Projects table could include a column to identify the outcomes of strategies on congestion and/or consideration of potential outcomes that take time to cultivate. The results can be fed back into the Congestion Mitigation Process to identify anticipated performance and expected benefits of congestion management strategies that will contribute to the efficient use and improved mobility of existing and future transportation systems.

Resolution: An update and integration of the identified enhancements to the CMP should be completed before the 2045 RTP update cycle to provide multimodal system performance management and strategies.

Proposed FHWA/FTA Technical Assistance: The FHWA/FTA will provide examples from other MPOS on how to approach this activity, including the reporting of data elements and what information is necessary for inclusion.

2018 FHWA and FTA Certification Action



US Department
of Transportation

Federal Highway Administration
[Colorado Division](#)
12300 W Dakota Ave, Ste 180
Lakewood, CO 80228
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720.963.3001 – Fax

Federal Transit Administration
[Region 8](#)
1961 Stout St, Ste 13301
Denver, CO 80294-3007
303.362.2400 – Phone
303.362.2424 – Fax

June 6, 2018

Tom Donnelly
Planning Council Chair
North Front Range Metropolitan Planning Organization (NFRMPO)
419 Canyon Ave., Suite 300
Fort Collins, CO 80521-2672

Subject: 2018 Federal Planning Certification of the North Front Range TMA Planning Process

Dear Mr. Donnelly:

Pursuant to 23 United States Code (USC) 134 (k)(5) and 49 USC 5303 (k)(5), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) must jointly certify the metropolitan transportation planning process in the North Front Range Transportation Management Area (TMA) every four years.

The recent certification review of the transportation planning process in the North Front Range TMA included a desk review by the Federal Review Team, a site visit on March 27, 2018, and a public meeting to receive comments on May 3, 2018. Significant time was spent with staff from the NFRMPO, the Colorado Department of Transportation (CDOT), and the regional transit operators to discuss the administration of the transportation planning process.

The planning certification review is one of several methods employed by FHWA and FTA to monitor and assess the implementation of the transportation planning process in North Front Range. Other methods include the review and approval of the NFRMPO Unified Planning Work Program, review of the Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP), issuance of air quality conformity determinations for the RTP and TIP, and participation at committee meetings.

The FHWA/FTA review team found that the metropolitan transportation planning process in the North Front Range TMA satisfies the provisions of 23 USC 134, 49 USC 5303-5306, 23 Code of Federal Regulations (CFR) 450.300, and other associated federal requirements.

Based on the overall findings, the FHWA and FTA hereby certify the North Front Range TMA metropolitan transportation planning process. The effective date of this Certification is June 14, 2018, and expires in four years.

Upon request, representatives from FHWA and FTA can schedule presentations of the review findings and the FHWA/FTA certification action at any upcoming NFRMPO meeting.

The 2018 North Front Range Metropolitan Planning Organization Planning Certification Report is currently being finalized and will be sent out immediately upon completion. The report contains an overview of the certification process, identifies findings and recommendations, and includes documentation of this FHWA/FTA certification action.

If any questions arise, please contact Aaron Bustow (FHWA) at 720-963-3022, Aaron.Bustow@dot.gov, or Ranae Tunison (FTA) at 303-362-2397, Ranae.Tunison@dot.gov.

Sincerely,



John M. Cater, P.E.
Division Administrator
FHWA Colorado Division



Cindy Terwilliger
Regional Administrator
FTA Region 8

Cc: Ms. Suzette Mallet, NFRMPO
Ms. Debra Perkins-Smith, CDOT DTD
Mr. Tim Kirby, CDOT DTD
Ms. Marissa Gaughan, CDOT DTD
Ms. Karen Schneiders, CDOT Region 4 Planning
Mr. Johnny Olson, CDOT Region 4 RTD
Mr. Will Jones, GET
Mr. Jeff Bailey, COLT
Mr. Kurt Ravenschlag, Transfort

Appendix 1: Certification Review Team Members

Federal Review Team Members

<i>Name</i>	<i>Agency</i>	<i>Title</i>
Aaron Bustow	FHWA	Transportation Planner
William Haas	FHWA	Program Development Team Leader
Walt Satterfield	FHWA	Transportation Planner
Darin Allan	FTA	Director of Planning and Program Development
Ranae Tunison	FTA	Transportation Planner
Charlie Goodman	FTA	Transportation Planner

Appendix 2: Public Comments

Notice of Public Meeting

Federal Planning Certification Review of the Fort Collins & Greeley Metropolitan Area

The **Federal Highway Administration** (FHWA) and the **Federal Transit Administration** (FTA) will hold a public meeting in conjunction with the quadrennial federal transportation planning certification review of the Fort Collins & Greeley Metropolitan area planning process administered by the North Front Range Metropolitan Planning Organization (NFRMPO).

Date: Thursday, May 3, 2018

Time: 4:00PM – 5:30PM

Location: Milliken Town Hall

1101 Broad Street

Milliken, CO 80543

The Fixing America's Surface Transportation (FAST) Act requires that FTA and FHWA jointly review the Regional Transportation Planning process for metropolitan areas over 200,000 population every 4 years. A critical part of this review includes seeking public input. Accordingly, this public meeting is held to provide the public an opportunity to express comments on the transportation planning process and how it is meeting the needs of the Fort Collins & Greeley metropolitan area. The comments received today and by mail over the next 60 days will be considered as part of the review and summarized in a report.

Transportation planning involves data collection, analysis, and decision-making by local officials to determine where public spending on transportation should take place, the projects and strategies to be implemented, and the relative priority of those projects for the limited public funds available. Transportation planning creates the foundation for the continued development and improvement of the transportation system in the metropolitan area.

The many aspects of the review of the planning process include:

- ☐ organization and coordinated management of the transportation planning process;
- ☐ interagency agreements supporting a cooperative approach to planning;
- preparation of long-range plans and short-range programs of recommended transportation improvements with explicit consideration of congestion management, freight movement, air quality, and safety;
- involvement of the public and stakeholder communities in the decision-making process;

- ☐ estimation of future revenues and costs associated with implementing projects in plans and programs; and
- ☐ special efforts to identify and address the mobility needs of low income and minority communities, as well as compliance with Title VI of the Civil Rights Act.

We want to hear if you believe that you have an adequate opportunity to participate in the transportation planning process, and if you have participated in the planning process, your views of the experience.

Comments can be presented and submitted in both verbal and written forms at the public meeting or by contacting members of the Federal Review Team below. Please provide any comments or feedback directly to the Federal Review Team **no later than June 3rd, 2018**.

Aaron Bustow

Federal Highway Administration
12300 West Dakota Ave., Suite 180
Lakewood, CO 80228-2583

Aaron.bustow@dot.gov

(720) 963-3022

Ranae Tunison

Federal Transit Administration
1961 Stout Street, Suite 13301
Denver, CO 80294-3007

Ranae.tunison@dot.gov

(303) 362-2397

Accommodations are available upon request to persons with disabilities who require alternately formatted materials or auxiliary aids or services to ensure effective communication and access to public meetings provided by the North Front Range MPO. Please allow at least 10 business days to arrange for accommodations. All requests should be sent to: rsteffen@nfrmpo.org.

Según se soliciten, hay disponibilidad de modificaciones o adaptaciones las para personas con discapacidades que requieren materiales en un formato alterno o ayuda o servicios auxiliares para asegurar buena comunicación y acceso a las reuniones públicas que provee el North Front Range MPO. Por favor permítanos por lo menos 10 días laborales para coordinar estas modificaciones. Envíe su solicitud a: rsteffen@nfrmpo.org.

Public Comments (Summarized):

The planning process is working well and communication with stakeholders is continuing to improve. Stakeholders are looking forward to the LRTP 2045 update, as an opportunity to update data including population and VMT. This update will provide an opportunity to inventory the progress made in addressing needs and prepare for the next round of the needs assessment.

MPO staff should be commended for keeping the process moving amidst staff changes and internal issues. The region is much improved in terms of politics, but also coordination. The project selection has improved, and the region has been successful in rallying around collective causes, such as the I-25 corridor. The development of specific corridor coalitions is a product of the improved regional coordination.

Growth has created a tipping point for the region, and the collective mentality has helped find solutions. There is more recognition that the region does not have the resources to address every need; however, coordinating on projects has helped address the larger needs. The 5-year (FAST Act) infrastructure bill has been helpful, but locals are still challenged to match federal funds. Coordinating on regional projects has helped with the match issue.

Partnership projects are becoming more common, and project proposals are continuing to be better thought out which has resulted in better utilization of funding for the region. The MPO has also been helpful in supporting local projects that don't receive federal funding.

Smaller communities are benefiting from improved regional coordination as they are collaborating on regional projects that otherwise would not be attainable for communities with limited resources.

The MPO has been successful in communicating with state agencies, regional planning groups, and other MPOs in working through state/regional issues.

Below are the attendee lists from the NFRMPO Cert Review Public Meeting and the Planning Council Presentation.

2018 Fort Collins/Greeley Metropolitan Transportation Planning Certification Review

Public Meeting

May 3, 2018

<u>Name</u>	<u>Agency/Affiliation</u>	<u>Email Address</u>
Alex Gordon	NFRMPO	agordon@nfrmpo.org
MARK JACKSON	CITY OF LOVELAND	mark.jackson@cityofloveland
Suzette Mallette	NFRMPO/ Larimer County	smallette@larimer.org
Aaron Busta	FHWA Colorado Div	aaron.busta@dot.gov
Walt Sutterfield	FHWA Wyoming Div	Walter.Sutterfield@dot.gov
Karen Schneiders	CDOT	Karen.Schneiders@state.co.us
Will Jones	City of Greeley	will.jones@greeleygov.com
Kathy Gilliland	CDOT	GillilandK@live.com



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MPO Planning Council

Commissioner Tom Donnelly- Chair
 Larimer County
 Mayor Kristie Melendez-Vice Chair
 Town of Windsor
 Town of Berthoud
 Mayor Kevin Ross- Past Chair
 Town of Eaton
 Mark Clark
 City of Evans
 Mayor Pro-Tem Gerry Horak
 City of Fort Collins, Transfort
 Town of Garden City
 Robb Caseday
 City of Greeley
 Troy Mellon
 Town of Johnstown
 Paula Cochran
 Town of LaSalle
 Dave Clark
 City of Loveland
 Elizabeth Austin
 Town of Milliken
 Mayor Don McCleod
 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
 June 7, 2018
 Windsor Public Works Complex
 922 N. 15th Street
 Windsor, CO

**NORTH FRONT RANGE TRANSPORTATION & AIR QUALITY PLANNING COUNCIL
 MEETING AGENDA
 May 3, 2018**

Milliken Town Hall
 1101 Broad Street
 Milliken, CO

Public Meeting -Federal Planning Certification Review 4:00 - 5:30

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-April 5, 2018 (Pg. 7)

3. EXECUTIVE SESSION:

The Council's agenda will include an executive session pursuant to C.R.S. § 24-6-402(4)(e)(I), to determine positions relative to matters that may be subject to negotiations, developing a strategy for negotiations, and instructing negotiators, and C.R.S. § 24-6-402(4)(b), to seek the advice of the Council's attorney on said matters.

20 min

- | | | |
|-----------------------------|--------------|-------|
| 4. Executive Session Action | Tom Donnelly | 5 min |
|-----------------------------|--------------|-------|

Lead Planning Agency for Air Quality Agenda

Estimated Time

COUNCIL REPORTS:

- | | | |
|--|------------------|--|
| 5. Air Pollution Control Division (APCD) | (Written Report) | |
| 6. Regional Air Quality Council (RAQC) | (Written Report) | |

Metropolitan Planning Organization (MPO) Agenda
REPORTS:

Estimated Time

- | | | |
|--------------------------------------|------------------|--------|
| 7. Report of the Chair | Tom Donnelly | 5 min |
| 8. Interim Executive Director Report | Suzette Mallette | 5 min |
| 9. Finance (Pg. 12) | Kristie Melendez | 10 min |
| 10. TAC (Pg. 15) | (Written Report) | |

ACTION ITEM:

- | | | |
|---|------------------|--------|
| 11. 2019 Unified Planning Work Program (UPWP) Tasks and Budget (Pg. 16) | Hedberg/Mallette | 20 min |
|---|------------------|--------|

PRESENTATION:

- | | | |
|--|---------------------|---------------|
| 12. FHWA Certification Review Process | Aaron Bustow | 10 min |
|--|---------------------|---------------|

COUNCIL REPORTS:

15 min

- | | | |
|--|------------------|--|
| Transportation Commission/ CDOT Region 4 I-25 Update | Gilliland/Olson | |
| STAC | Gerry Horak | |
| Host Council Member Report | (Written Report) | |
| | Elizabeth Austin | |

MEETING WRAP-UP:

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

The North Front Range Transportation & Air Quality Planning Council is the designated Metropolitan Planning Organization for the North Front Range



Report prepared by:

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