

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

**May 2, 2019
Riverside Library & Cultural Event Center
3700 Golden Street
Evans, CO**

Voting Members Present:

Kristie Melendez - Chair -Windsor
Brian Rudy -Evans
Susan Gutowski -Fort Collins
Robb Casseday -Greeley
Troy Mellon -Johnstown
Tom Donnelly -Larimer County
Claudia Reich -LaSalle
Dave Clark -Loveland
Don McLeod -Severance
Aaron Pearson -Timnath
Steve Moreno -Weld County
Kathy Gilliland -Transportation
Commission

Voting Members Absent:

William Karspeck -Berthoud
Kevin Ross -Eaton
Fil Archuleta -Garden City
Elizabeth Austin -Milliken
Rick Coffin -CDPHE

MPO Staff:

Suzette Mallette, Executive Director; Crystal Hedberg, Finance Director; Becky Karasko, Transportation Planning Director; Renae Steffen, Administrative Director; Medora Bornhoft and Ryan Dusil, Transportation Planner II.

In Attendance:

Dawn Anderson, Chad Crager, Jim Eussen, A.J. Hamon, Butch Hause, Joel Hemeseth, Kim Higgins, Myron Hora, Wayne Howard, Mark Jackson, Will Jones, Dave Kisker, Alana Koenig, Kelly Maiorana, Mitch Nelson, Heather Paddock, Mark Peterson, Tim Singlewald, Robin Stoneman, Steve Teets, Rebecca White.

Chair Melendez called the MPO Council meeting to order at 6:04 p.m.

Public Comment:

Steve Teets, Citizen of Greeley, commented he would like to see the 34-Xpress bus service come back as a regional express bus which could help citizens get from Greeley, Evans and other communities to the west side of I-25 for work, education, and medical appointments, noting the former Greeley Veteran's Administration (VA) had been moved to Loveland. Teets cited an article from the *Greeley Tribune* titled "Volunteers Needed to Help Drive Veterans to VA Clinics" which states there are three or four vans going to and from Denver, Loveland, and Cheyenne VA clinics each morning, but said that was not happening. He added even if those vans ran consistently, some veterans have a hard time getting to pickup/drop-off locations. Teets believes a bus service should be available in the area again and he has ideas on how it could possibly be funded through the State of Colorado in conjunction with Bustang, or maybe by the communities served, with assistance from Larimer and Weld Counties.

Move to Approve Agenda:

Casseday **moved** to approve the, *May 2, 2019 Meeting Agenda*. The motion was **seconded** and **passed** unanimously.

Move to Approve Minutes:

D. Clark **moved** to approve the *April 4, 2019 Council Meeting Minutes as submitted*. The motion was **seconded** and **passed** unanimously. Don McCleod and Claudia Reich both **abstained** as they were not in attendance April 4th.

Lead Planning Agency for Air Quality Agenda

Chair Melendez opened the Air Quality portion of the meeting.

Air Pollution Control Division (APCD)

A written APCD report was provided.

Regional Air Quality Council (RAQC)

Written report

Metropolitan Planning Organization (MPO) Agenda

Chair Melendez opened the MPO portion of the meeting.

Reports:

Report of the Chair:

Chair Melendez requested Council member review the provided NFRMPO draft letter of support to Shannon Gifford, Transportation Commission Chair, supporting approval of a supplemental \$250M for North I-25 Segments 7 & 8 from available SB 1, COP and General Funds, and send any revisions to Suzette by May 8th. Council members indicated they were in consensus of signing and sending the letter of support. No revisions were requested.

Executive Director Report:

Malette provided a written report and several handouts to the Council that covered the Freight Plan, Weighted Vote/UPWP Local Match and FAA plan. She briefly reviewed the information, confirming the Colorado Air Quality Control Commission (AQCC) will consider a Request for Hearing to consider adopting a Zero Emission Vehicle (ZEV) program for Colorado at their monthly meeting May 10th. The Commission will accept public comment prior to deciding whether or not to schedule an August 2019 Rulemaking Hearing.

Finance:

A written report was provided. D. Clark reported the Finance Committee had approved of the audit results.

TAC:

A written report was provided.

Mobility:

A written report was provided.

Q1 TIP Modifications:

A written report was provided. Malette explained this is a report which identifies year and/or fund revisions to projects which are already programmed into the Transportation Improvement Plan (TIP) for funding. Quarterly TIP Modifications are reported to CDOT.

Move to Approve Consent Agenda:

Mellon **moved** to *approve the consent agenda*. The motion was **seconded** and **passed** unanimously.

Items on the Consent Agenda included:

- *2019 NFRMPO Title VI Plan- Resolution 2019-08*
- *City of Greeley STBG Project Scope Change- Resolution 2019-09*

Action Item:

2018 Audited Financials

Crystal Hedberg, Finance Manager, introduced Eide Bailly's Kim Higgins; Partner, and A.J. Hamon; Senior Audit Associate, to the Council. Higgins noted the management/Council responsibilities for the audit process, were a preparation and fair presentation of the document, and the design, implementation, and maintenance of the NFRMPO's internal controls. She clarified internal controls are not issued as an opinion in the audit process.

Higgins reviewed several sections of the Financial Statements Audit and reported the 2018 Financial Statements Audit was unmodified and considered a "clean opinion", which is the best response possible. Although there was a slight decrease in Net Income when compared to 2017, overall these were considered "Positive Financial Statements."

Higgins explained to the Council a Single Audit is an audit of compliance over federal dollars and is required when an excess of \$750K of federally awarded funds are spent by an individual entity, regardless of how many funding programs were involved in acquiring the funding. Before 1982 entities were subject to an audit for each individual federal program providing funds, no matter how many or how minimal the funding. There were no findings in the Single Audit and there was a "clean" compliance opinion.

Hamon briefly reviewed the "Letter to Governments", indicating there were no findings, no accounting items were found to be particularly significant, and they had no difficulties in working with the NFRMPO staff or Council. Hedberg, Mallette and the finance department were recognized for a successful audit result. Hedberg said she enjoyed working with Eide Bailly staff for the third year and had no plans to change anything with the current audit process.

Gilliland **moved** to *approve the 2018 Audited Financials*. The motion was **seconded** and **passed** unanimously.

Presentations:

CDOT Planning Process

Mallette introduced Rebecca White, CDOT's new Director for the Division of Transportation Development (DTD), to the Council, explaining the presentation would be focused on a process intended more for the ten Transportation Planning Regions (TPR's), as MPO's can really only help with coordination, as they must follow separate rules and regulations which are federally driven. White gave a detailed presentation on resetting CDOT's Statewide Planning Process to include all modes of transportation through the development of a 10-year strategic pipeline of projects. Gilliland cited her approval of the proposed integration of transit and rail asked White to expand on the distinction between how the new integrated process will be different from the previous 10-year development plan. White explained their Geographic Information System (GIS) team will provide visual data influencing the areas which will allow them to change priorities from simply the priority corridors to addressing the needs of the senior population, changes due to economic factors, levels of road deterioration compared to what was expected, where is transit service needed, etc.

D. Clark complimented CDOT's attempt at integration and looking at the big picture, noting the long-term issues which have existed in the region with roads and highway versus transit, or urban versus rural. He said it was his hope that the issues would be addressed holistically, all solutions would be considered, and it would all be handled in a practical manner. White assured the Council CDOT Director Lew recently launched a new safety campaign, following several horrific accidents during the spring. Donnelly commended CDOT for considering a new planning process and stated he does not believe they have defended access to their roads to the extent they should and feels they could be more cognizant of maintaining a more user-friendly, statewide system no matter which mode of transportation people are using to get where they need to go. White appreciated Donnelly's comments noting there are always challenges when responding to growth.

Melendez asked what process needed to be followed to potentially bring Bustang service to the US 34 corridor. White suggested the Council receive a presentation on Bustang's Outrider Program which serves more of the rural population. She added that conversations regarding some of the higher-demand routes have already begun in some county meetings and with the Veteran's community as well. The plan is to involve other significant groups, such as the Farm Bureau, Colorado Motor Carriers, and major hospitals to broaden the influence and help create solutions. Mellon said CDOT has not engaged much with the Veteran's in the area because they cannot cross the State line into Cheyenne's VA Clinic. White promised to look into what partnering could be done to acquire the funding needed. Gilliland highlighted the ability the Outrider program has to connect the rural community to urban areas for services, acknowledging CDOT's new modeling provides this and other beneficial data for both rural and urban areas of Colorado.

Introduction to VanGo™

Mallette gave a comprehensive presentation on the VanGo™ vanpool program highlighting Council responsibilities with the program as follows:

Fiscal Oversight

- Determining appropriate account balances, and how to use excess funds when they exist.
- Setting fares on annual basis based on program costs and predicted fluctuations in fuel costs.

Policy Direction

- Determining appropriate guidelines/policies for vanpool routes originating within the NFRMPO boundary.
- Setting standards to allow or disallow vanpool routes originating outside of the State, while considering additional costs and potentially conflicting State laws.

Discussion Items:

FY2020-21 Unified Planning Work Program (UPWP)

Mallette presented the FY2020-2021 UPWP, stating although the RTP, Travel Demand and Land Use models will be wrapping up going into 2020, the upcoming budget was down only slightly due to the cost of the Household Travel Survey in the budget. This survey is done about every ten years. D. Clark asked why there was no budget for Program Management, Human Resources, and IT. Mallette replied those were all part of the indirect costs calculation, and not a direct budget expense. This item will be brought back to Council on June 6th for approval.

2019 Congestion Management Process (CMP)

Ryan Dusil, Transportation Planner II, explained to the Council the Draft 2019 CMP was the federally required, four-year update which will replace the 2015 CMP. Dusil gave a comprehensive review of this year's approach to the CMP highlighting contents and explaining the significance.

He relayed the formulas used in the identification of the Congested Corridors, which are defined as any segment on any Regionally Significant Corridor that has a Travel Time Index (TTI) or

Travel Time Reliability (TTR) Index of 1.5 or above, in either a.m. or p.m. He stated if traveling to your destination takes fifty percent more time than normal, or 1½ times as long, it fits the definition of congested, therefore the threshold is set at 1.5. When reviewing the Congested Corridor profiles, Dusil cited these measures as one of the most important pieces of the CMP.

Melon questioned why roundabouts, such as the one on US 34, were not shown as Congested Corridors. Dusil replied they were missed in the first round and will need to be put in as an implemented strategy or a planned strategy. Donnelly asked for clarification of whether significant variations of congestion were needed to register in the TTR; therefore, if a corridor was always busy, TTR is not a good determination of congestion. Dusil indicated that was correct, there would need to be 50% more congestion than normal, clarifying it was not indicated in the draft, but “free-flow” is the 85th percentile speed across all times, which accounts for overnight speeds, mid-day speeds etc. Mellon asked if there was a metric other than TTI or TTR for measuring traffic flow that would average the actual travel experience. Dusil indicated there are minimum requirements which are federally required, but the methodology can be changed as long as it is performance-based. He committed to discuss the option to substitute or add to the two currently used metrics with the TAC. Dusil encouraged the Council to review the Draft 2019 CMP and inform staff of any corrections, amendments, or additions prior to TAC recommendation June 19th. The item will be on the July 11th Planning Council Agenda for adoption.

2045 Regionally Significant Corridors (RSC)

Dusil explained the 2045 RSC's make up the network of roadways most important to regional travel and are included in the NFRMPO's Regional Transportation Plan (RTP). He noted concerns raised following adoption of the 2040 RTP by Council regarding unpaved roads not necessarily carrying significant regional traffic, had been addressed in the 2045 RSC's. Mellon expressed his concern that CR 13 south of SH 60 was not included on the map, stating it helps take a lot of traffic off I-25. Dusil replied he would take the information back to the TAC for review.

Council Reports:

Transportation Commission Report /CDOT Region 4

A Project Status Update for April 23rd was provided.

Gilliland reported the following:

- CDOT staff is working on the logistics for building the North I-25 Segments 7 & 8 to the full EIS, allowing the general-purpose lanes to have the alignment and right of way needed to be done in the future. It is important to have the \$250M committed now as the contractor's deadline for revisions is in May. It is agreeable to the Commission to have the work integrated and get the funding needed and will save potentially hundreds of million dollars. They will meet in May to discuss the delivery.
- The Transportation Commission (TC) tour begins in June and their first stop will be Sterling. They are scheduled to be in Northern Colorado the evening of June 19th. Invitations will go out through the MPO.

Paddock reported the following:

- A memo has been presented to the executive management team regarding the delivery of the \$250M and the hope is to make recommendation on a delivery method to the TC in May. There are six delivery options with a list of benefits and risks to each. It is a complex project that their internal staff needs to appropriately navigate.
- SH 392 off-ramps are closed May 4-5.
- 120-day closure of through-movement on SH 402 begins May 21st. I-25 traffic will shift and go under the bridge rather than over starting May 21st.
- The co-located office for segment 6 will be moved into Monday, May 6th.

- The first construction cost negotiations occurred recently and they are on schedule with 60% of design, allowing the Little Thompson Bridge on Segment 6 to go into construction shortly after Memorial Day.

I-25 Update

D. Clark reported the I-25 Coalition met May 1st and discussed SB 262, a proposed general fund transfer of approximately \$800M through the Highway Users Tax Fund (HUTF) which will potentially give \$40M to local communities across Colorado. Although it will not amount to a whole lot, he suggested those funds from Northern Colorado communities could be committed to cover the \$3M local match gap for North I-25 Segments 7 & 8. The I-25 Funding Committee would meet the week of May 6th.

US 34 Coalition

Melendez reported the meeting had been postponed to June partly because they are waiting for Loveland and Greeley to adopt a resolution on the US 34 PEL. Mark Jackson, City of Loveland Public Works Director, stated Loveland City Council was meeting May 7th to review and potentially approve both the PEL and the Access Control Plan for US 34.

STAC Report

A written report was provided

Host Council Member Report- Mayor Rudy welcomed everyone to Evans and thanked the Council for the opportunity to host. He then reported on the following transportation projects:

- Work on the stormwater drains and underground utilities from SH 85 to 23rd Avenue is expected to begin in the next couple of weeks thanks to the help of many. 23rd Avenue will be completely repaved by next summer.
- Evans City Council approved design for the 4-lane widening of 37th Street/Freedom Parkway from 23rd Avenue to 47th. It may be several years before the project is completed.
- The ¼ to ½ mile of 4-lane widening of 35th Avenue south of Freedom Parkway to Prairie View drive is near completion and when complete will allow easier access to SH 85.

Meeting Wrap-Up:

Next Month's Agenda Topic Suggestions:

- Melendez requested a presentation on the Bustang Outrider program in the near future.
- Donnelly suggested having a presentation on the positive impacts the NFRMPO is having on air quality in the region.

The meeting was adjourned at 8:41 p.m.

Meeting minutes submitted by: Renae Steffen, MPO Staff