

**MEETING MINUTES of the
TECHNICAL ADVISORY COMMITTEE (TAC)
North Front Range Transportation and Air Quality Planning Council
Windsor Recreation Center - Pine Room
250 North 11th Street
Windsor, CO
October 16, 2019
1:00 – 3:02 p.m.**

TAC MEMBERS PRESENT:

Dave Klockeman, Chair – Loveland
Mitch Nelson, Vice Chair – Severance
Dawn Anderson – Weld County
Allison Baxter – Greeley
Stephanie Brothers – Berthoud
Brad Buckman – Fort Collins
Aaron Bustow – FHWA
Marco Carani – Johnstown
Eric Fuhrman – Timnath
Omar Herrera – Windsor
Randy Ready – Evans
Karen Schneiders – CDOT
Eric Tracy – Larimer County

NFRMPO STAFF:

Medora Bornhoft
AnnaRose Cunningham
Ryan Dusil
Alex Gordon
Becky Karasko
Suzette Mallette

TAC MEMBERS ABSENT:

Jeff Schreier – Eaton
Amanda Brimmer – RAQC
Rick Coffin – CDPHE-APCD
Pepper McClenahan – Milliken
Ranae Tunison – FTA
Town of LaSalle

IN ATTENDANCE:

Aaron Buckley – CSU
Darren Davis – GET
Candice Folkers – COLT
Katie Guthrie – Loveland
Nicole Hahn – Fort Collins
Will Jones – Greeley
Mark Oberschmidt – Evans
Elizabeth Relford – Weld County
Jan Rowe – CDOT
Justin Scharton – Greeley
Kaley Zeisel – Transfort
Kelly Zuniga – Loveland

CALL TO ORDER

Chair Klockeman called the meeting to order at 1:00 p.m.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE AUGUST 21, 2019 TAC MINUTES

Schneiders moved to approve the August 21, 2019 TAC minutes. Buckman seconded the motion, which was approved unanimously.

DISCUSSION ITEMS

Multimodal Options Fund (MMOF) – Bornhoft and Karasko presented the proposed process for awarding the \$5.58M in state funding available within the North Front Range region for multimodal projects. The

presentation provided an overview of the MMOF funding source and covered key information from the draft Call Guidelines in the TAC packet, including schedule, integration with the 2045 Regional Transportation Plan (RTP), eligible applicants, request minimums and maximums, project pools, and scoring. The MMOF Call for Projects is scheduled to be open from December 6, 2019 through January 31, 2020.

The state funding expires at the end of state fiscal year (FY) 2023, June 30, 2023, but to provide a buffer for potential project delays and encourage timely use of funding staff is proposing to award funding for FY2020 through FY2022.

The proposed project size minimums of \$150,000 for non-transit capital/infrastructure projects and \$50,000 for all other projects are the same or higher than the minimums recommended by CDOT. Karasko stated applicants could bundle projects to meet the minimum project size requirements. TAC members agreed the project size minimums were appropriate.

Bornhoft stated the match requirement for MMOF is 50 percent from any funding source other than MMOF. CDOT is allowing match relief reduction or exemption requests, but each request must be approved by the Transportation Commission. Karasko stated CDOT used population and poverty thresholds to determine who could apply for match relief. Within the NFRMPO, two communities are eligible to apply for match relief and seven are eligible to apply if they submit evidence of “extraordinary need or disadvantage.” Schneiders stated a project that serves a mobile home park could provide evidence of extraordinary need or disadvantage based on the impacted population. TAC agreed to let communities request match relief. Karasko stated the community should notify the NFRMPO to request match relief, and NFRMPO staff will forward the request to CDOT. Since the timeline for CDOT’s review of match relief requests is unknown, Karasko recommended communities submit match relief requests early. Mallette suggested sponsors identify how the project could proceed if the match relief request is denied.

Karasko stated each NFRMPO member government can have one voting member on the scoring committee, and non-voting membership is open to NFRMPO staff and members of TAC, NoCo Bike & Ped Collaborative, Larimer County Mobility Committee (LCMC), Weld County Mobility Committee (WCMC) who represent agencies other than local governments. Additionally, each applicant is required to have a voting representative on the scoring committee. Klockeman noted some scoring committee members from the previous Call for Projects were not prepared to score the wide variety of projects submitted to the Call and encouraged communities to ensure their voting representative is prepared.

Schneiders noted the MMOF funding should be viewed as a one-time opportunity since there is no indication additional funding will be available. CDOT will administer the funding and projects must follow State rules. Relford stated Weld County is receiving MMOF funding through the Denver Regional Council of Government (DRCOG) Call and the checklist provided by CDOT includes federal requirements. Schneiders stated the federal requirements on the checklist could be answered with “N/A”.

Staff is proposing to limit bicycle and pedestrian infrastructure projects to those that impact a Regional Non-Motorized Corridor (RNMC) or provide a safe route to school. Baxter asked if projects that connect to an RNMC are eligible, and Dusil clarified that important local connections are eligible.

Mallette stated MMOF funding could be used for the One Call/One Click Center, which needs \$1M over three years to launch the project. The draft plan was just recently released. At the November 7 Planning Council meeting, NFRMPO staff will present next steps for the project including potential funding sources.

Bornhoft stated the proposed scoring criteria are a revised version of the scoring used in the 2018 Call for Transportation Alternatives (TA) funding. Schneiders suggested identifying what constitutes a low, medium,

and high score in each category. Bornhoft replied the TAC could identify sub-criteria, but it would likely be time intensive. Staff is recommending the scoring committee use their best judgment in assigning scores.

Schneiders stated bicycle and pedestrian projects are eligible to apply for the federal Transportation Alternatives Program (TAP) funding through CDOT's Call as well as MMOF funding. The TAP funding has a 20 percent match requirement, which could be met with MMOF funding, and conversely the 50 percent match requirement for MMOF could be met with TAP funding. Schneiders recommended communities still commit to a local contribution to demonstrate support for the project, and stated CDOT could help applicants identify packages.

The following suggestions were made during the TAC meeting and will be addressed by staff:

- Schneiders suggested agencies who submit more than one application identify their project priorities.
- Schneiders suggested the Guidelines should recommend applicants do not request the pool total in one application.
- Schneiders suggested including a question in the application on the minimum amount of funding the sponsor would accept if partial funding is available.
- Baxter suggested allowing funding to be transferred from one pool to the other two pools if the full pool amount is not requested by applicants.
- Zeisel suggested adding a scalability component to the application.
- Klockeman suggested changing "mixed-use trails" in the "Project Impact" section of the application to "mixed-use facilities."

TAC also discussed and approved of the proposed schedule, pool structure, the additional MMOF goal, integration with the 2045 RTP, minimum project size, scoring criteria, application process, and scoring process.

TAC will be asked to accept (recommend adoption of) the MMOF Call for Projects Guidelines at their November meeting.

WORK SESSION

10-Year Strategic List of Projects – Karasko stated the purpose of the work session was to identify projects for CDOT's 10-year pipeline of projects and regional priorities for consistent messaging. At the Planning Council work session on October 3, 2019 the Council directed staff and TAC to focus on the top priority corridors including I-25, US highways, and any other corridors of statewide significance in the region.

The Transportation Commission is working on approving the list of projects for SB267 and SB1 funding, which covers FY2020-2022 and will be included in the Statewide Transportation Improvement Program (STIP). The priorities identified by CDOT Region 4 for this funding include \$220M for I-25 Segments 7 & 8, \$20M for I-25 Segments 5 & 6, and \$30M for SH119.

Identifying projects for the pipeline in FY2024 through FY2029 will prepare the NFRMPO for any future funding opportunities. Karasko noted there is no funding currently available for projects added to the pipeline.

The NFRMPO identifies projects in two documents. The FY2020-2023 Transportation Improvement Program (TIP) identifies all programmed surface transportation projects through FY2023. The 2045 RTP identifies fiscally constrained and fiscally unconstrained capacity projects through 2045. The fiscally constrained projects in the RTP do not necessarily have a specific funding source assigned or guaranteed. Instead, these projects are considered priorities by their sponsors and are expected to be funded through one or more funding sources that are reasonably anticipated to be available over the lifetime of the Plan.

Project priorities are also presented in the CDOT 10-Year Development Program and Transit Development Program.

Karasko presented the projects on Interstates and US Highways from the [2045 RTP](#) and 10-Year Development Program, as well as priority projects submitted by TAC members. Mallette noted identifying top priority projects will allow elected officials to advocate for regional priorities, such as with I-25.

Relford suggested identifying project priorities within three categories: roads, transit, and freight. Jones suggested local funding commitments to projects should influence project ranking. Anderson suggested long-term needs be considered by including planning studies within the list of projects. Mallette stated planning should be conducted internally and not be on the list of projects.

Relford suggested forming a subcommittee to identify project priorities within each corridor.

Mallette noted the CMAQ and STBG funding awarded by the NFRMPO has typically been used for local projects, but funds could be set aside for major corridors based on this effort.

Nelson asked if all projects on the top priority corridor would be prioritized above projects on lower priority corridors. Mallette replied they would not. Schneiders stated the list should be flexible based on need such as mobility, freight, safety, etc.

TAC recommended including SH392 and SH14 as corridors of statewide significance due to their importance to freight movement and agreed to the following priority order: I-25, US34, US85, and US287, followed by SH392 and SH14 tied for fifth. TAC recommended forming a subcommittee to identify project priorities within each of the prioritized corridors following Planning Council's concurrence with the corridor ranking at their November 7th meeting.

OUTSIDE PARTNERS REPORTS (verbal)

NoCo Bike & Ped Collaborative – Dusil reported NoCo held a walk audit in Berthoud and developed recommendations for improvements. Any communities interested in holding a walk audit should contact Dusil.

Regional Transit Agencies – Schneiders reported results are being compiled for the test run of Elkstang which provided bus service between Denver and Estes Park over the summer.

Senior Transportation Items – Gordon reported the draft recommendation from the [Larimer County Senior Transportation Implementation Plan](#) will be discussed at the LCMC meeting on October 23. On October 22, the WCMC will discuss how the One Call/One Click Center could be expanded into Weld County.

REPORTS

Bike/Ped Counters Updates – Written report was provided.

Mobility Committee Updates – Written report was provided.

Off-Cycle TIP Amendment – Bornhoft stated an off-cycle TIP Amendment was approved by Planning Council at their meeting on October 3, 2019. Due to time constraints, the Amendment was not provided to TAC for recommendation prior to Council action but is included in this month's TAC packet as an informational item.

Q3 TIP Modifications – Written report was provided.

2019 Public Involvement Summary – Written report was provided.

Federal Inactives Report – Schneiders stated entities in the red on this list are ineligible to apply for the CDOT TAP Call for FY2021-2023 unless they submit a billing.

ROUNDTABLE

Baxter stated the 10th Street Sidewalk Improvement project is halfway complete after experiencing some delay due to grade issues.

Bornhoft stated she will be requesting project status information for the 2019 project delay review.

Ready introduced Mark Oberschmidt, the new City of Evans City Engineer and TAC representative.

Schneiders announced the ribbon cutting on the SH402/I-25 Interchange is on October 18.

Anderson reported Weld County is developing its Capital Improvement Plan (CIP) and budget, updating the transportation master plan, creating a land use map for the first time since the 1970s, and has hired a consultant to work on modeling.

Malette stated a US34 Coalition meeting is scheduled prior to the Council meeting in November and Windsor is the sponsor for the Coalition this year.

Fuhrman announced Timnath is wrapping up the Harmony Road Widening project. Because the project was under budget, a mile of sidewalk was added to the scope.

Nelson stated Severance is close to wrapping up its first traffic signal and is working on updating the comprehensive plan and transportation plan.

Herrera stated the CO 257 & CO 392 Network Feasibility Study was presented at the Windsor Town Board meeting about a month ago. The consultant is working on incorporating the Board's feedback. Anderson requested the report go to the study's TAC for review. Malette stated the report could be presented at the December Planning Council meeting.

MEETING WRAP-UP

Final Public Comment – There was no final public comment.

Next Month's Agenda Topic Suggestions – Karasko stated the agenda will include discussion on the strategic list of projects and the November TIP Amendment.

Meeting adjourned at 3:02 p.m.

Meeting minutes submitted by: Medora Bornhoft, NFRMPO Staff

The next meeting will be held at 1:00 p.m. on Wednesday, November 20, 2019 at the Windsor Recreation Center, Pine Room.