

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

**April 5, 2018
Greeley Family FunPlex
1501 65th Avenue
Greeley, CO**

Voting Members Present:

Tom Donnelly - Chair -Larimer County
Jennifer Baker -Berthoud
Kevin Ross -Eaton
Mark Clark -Evans
Gerry Horak -Fort Collins
Robb Casseday -Greeley
Troy Mellon -Johnstown
Dave Clark -Loveland
Linda Measner -Milliken
Don Brookshire -Severance
Kathy Gilliland -Transportation Comm.
Julie Cozad -Weld County
Kristie Melendez -Windsor

Voting Members Absent:

Chris Colclasure -CDPHE
Paula Cochran -LaSalle
Aaron Pearson -Timnath

*No Member -Garden City

MPO Staff:

Suzette Mallette, Interim Executive Director; Becky Karasko, Regional Transportation Planning Director; Renae Steffen, Administrative Director and Medora Kealy, Transportation Planner II.

In Attendance:

Dawn Anderson, Elizabeth Austin, Jeff Bailey, Ken Bennett, Jim Eussen, Joel Hemeseth, Myron Hora,, Mark Jackson, Will Jones,, Dave Kisker, Alana Koenig, Jacki Marsh, Johnny Olson, Mark Peterson, Karen Schneiders, Fred Starr, Robin Stoneman and Steve Teets.

Chair Donnelly called the MPO Council meeting to order at 6:00 p.m.

PUBLIC COMMENT:

Steve Teets of Greeley commented on the need to have the 34-Xpress running again noting he, his family in Denver and many others including veterans need to get on the other side of I-25 and their options are limited. Some people need transportation to get to the Veterans Administration, AIMS Community College classes for mechanics, Fire and Police and other education and employment. While on the north side of the Greeley-Evans Transit Station he heard a disabled person asking how they could get to Loveland to a relative working there, and had to take a taxi which can be expensive. Northern Colorado needs connectivity for medical, work and other reasons and he did not understand why the west side of I-25 has transit connectivity but the east side does not. He said he thinks there should be a collaboration working toward this and he had ideas on how to get the 34-Xpress back, including how to fund it and would like the opportunity to discuss it further. Gilliland responded she has heard of a study for connection with the Town of Windsor and Greeley and asked the information be passed on to Mr. Teets. Melendez confirmed the study is scheduled for 2020. Will Jones, Deputy Public Works Director, Greeley, stated funding conversations had begun but getting buses would take 12-14 months. Donnelly asked

Jones to return in a few months to give an update on the study to the Council. Teets added there are also important medical concerns that required transportation to Vail. Donnelly thanked Teets for his comments.

Dave Kisker, Johnstown resident, who lives near the intersection of US 34 and WCR 15 commented accidents have increased at the intersection of CR 13 and US 34 since the traffic light was installed there. The traffic in the mornings and evenings has worsened and he believes there has also been a significant increase in the number of accidents. He would like someone to look at both the number of accidents and the severity because he can hear them from his home. He believes that part of the problem may be the section of the project where there is a second traffic light at the railroad tracks, directly to the east of the CR 13 intersection, which is metering traffic going into the intersection. Drivers are not expecting the railroad traffic light to turn red suddenly when there is no train in sight which causes many rear-end collisions. Drivers are frequently held at the railroad track traffic light when less than ½ mile ahead the intersection light is green and there is no traffic between the lights. He understands the need to have a light that keeps traffic from building up at the railroad track but something needs to be done to minimize the number of collisions. He would like the situation looked into. Donnelly agreed, and said someone would look into the sequencing of the lights.

APPROVAL OF THE MEETING AGENDA:

*ROSS **MOVED** TO APPROVE THE APRIL 5, 2018 REVISED MEETING AGENDA. The motion was **seconded** and **passed** unanimously.*

APPROVAL OF THE MINUTES:

*ROSS **MOVED** TO APPROVE THE MARCH 1 AND MARCH 15, 2018 MEETING MINUTES. The motion was **seconded** and **passed** unanimously.*

EXECUTIVE SESSION:

Chair Donnelly announced the Council would be going into an Executive Session to consider two items, the first being to consider correspondence received by the entire Council except one member from the MPO's former Executive Director and the second being a matter of a contract with a new Executive Director. The matters both fall under C.R.S. § 24-6-402(4)(e)(l).

*ROSS **MOVED** TO GO INTO AN EXECUTIVE SESSION Pursuant to C.R.S. § 24-6-402(4)(e)(l) i.e., 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) i.e., TO SEEK THE ADVICE OF THE COUNCIL'S ATTORNEY ON SAID MATTERS), THE COUNCIL'S AGENDA WILL INCLUDE AN EXECUTIVE SESSION TO CONSIDER: (1) CORRESPONDENCE RECEIVED FROM THE MPO'S FORMER EXECUTIVE DIRECTOR, AND (2) THE MATTER OF A CONTRACT WITH A NEW EXECUTIVE DIRECTOR. The motion was **seconded** and **passed** unanimously.*

Donnelly asked Jed Scott, MPO Attorney, if Council was expected to take action on both items. Scott replied he believed action would be taken on at least one of the items.

Council entered Executive Session at 6:12 p.m. The session lasted approximately 53 minutes.

Chair Donnelly reopened the regular meeting at 7:05 p.m.

EXECUTIVE SESSION ACTION:

Chair Donnelly announced the Council would not be taking action on items from the Executive Session and asked Scott to give a brief synopsis of the second item to the audience.

Scott declared as part of the Executive Session and part of his duties as attorney to the MPO, his instructions in part have been to continue negotiations with Suzette Mallette for a full-time position as the next Executive Director based on terms and conditions provided by Council members. At the next regularly scheduled Council meeting he will provide Council with a draft contract for their consideration.

Lead Planning Agency for Air Quality Agenda

Chair Donnelly opened the Air Quality portion of the meeting.

Air Pollution Control Division

A written report was provided.

Regional Air Quality Council (RAQC)

A written report was provided. Donnelly asked Cozad how the meetings were going. Cozad replied she had been to one meeting and it went very well but she needed to better understand how the MPO Council wanted to be represented, especially regarding taking a position on legislative issues. Gilliland indicated she would like information as it became available even if that would not give her or others opportunity to weigh in on a given matter. Casseday said in his experience he votes as he sees fit for the group he is representing and believed Cozad would do the same. Donnelly clarified that Cozad could take positions on matters such as bills as she saw appropriate for the region. There was concurrence on this approach.

Metropolitan Planning Organization (MPO) Agenda

Chair Donnelly opened the MPO portion of the meeting.

REPORTS:

Interim Executive Director Report:

Mallette said because Mayor Brookshire would no longer be a member of the MPO Council it was necessary to assign a new member to the HR Subcommittee. Donnelly asked if there were any volunteers for the subcommittee. Mark Clark and Troy Mellon both offered to serve on the HR Subcommittee, Donnelly thanked them for agreeing to serve. Mallette noted the MPO had gone through their "site visit" for the Certification Review on March 27th. She explained this was an all-day meeting with CDOT, FHWA and FTA going through everything the MPO does and ensuring it is done correctly and meets all the federal requirements. There were many questions needing to be answered and the draft comments are due back in May. Although there are some things to be addressed, there was not anything major. Aaron Bustow from FHWA will be at the May Council meeting to discuss the entire review process.

Report of the Chair:

Donnelly expressed his disappointment in needing to say goodbye to Brookshire and Measner and recognized them both for their outstanding service on the Council, citing their exceptional efforts as town representatives. Both members received a framed plaque and signed card from the Council. Cozad thanked Brookshire and Measner for their commitment and service, noting how important it is for smaller communities to have a voice and be able to step up to the plate, as they both had done. Brookshire said had enjoyed working with everyone over the past eight years.

Finance:

Kristie Melendez, Finance Committee Chair, noted information from the Finance Committee Meeting Bullets and minutes had been provided adding Eide Bailly would be meeting with the Finance Committee on April 19th to review the Financial Audit Report and then it would go to Council for approval.

TAC:

A written report was provided.

Mobility:

A written report was provided.

CONSENT ITEMS:

CDOT Planning Memorandum of Agreement (MOA)

CDOT DRAFT 2018 BALLOT LIST

Donnelly noted this item was to approve a project list only and the Council was not endorsing any potential ballot measure with this action.

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

ACTION ITEMS:

March 2018 TIP Amendment

Medora Kealy, Transportation Planner II, reviewed information from the March 2018 TIP Amendment AIS with the Council, noting CDOT R4's request for additional FY18 funding for the *North I-25: Design Build* project required an amendment because it was a change of over was over \$5M of federal or state funds. The additional funds will complete the current funding package for segments 7 and 8 of North I-25 from SH 402 to SH 14. The City of Fort Collins *Non-Revenue Pool Vehicles* project requires an amendment because it is a new project to the TIP. She stated Council action would be contingent on no comments being received before April 12th.

*ROSS **MOVED** TO APPROVE RESOLUTION NO. 2018-06 OF THE NORTH FRONT RANGE TRANSPORTATION & AIR QUALITY PLANNING COUNCIL APPROVING THE MARCH 2018 AMENDMENT TO THE FY2018-2021 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
The motion was **seconded** and **passed** unanimously.*

DISCUSSION ITEMS:

Draft FY2019-2022 Transportation Improvement Program (TIP)

Kealy reviewed information from the Draft FY2019-2022 Transportation Improvement Program (TIP) AIS with the Council, explaining the changes to the CDOT process and how the annual adoption cycle would work. She indicated the MPO would maintain a biennial schedule for the Call for Projects and essentially have two types of TIP adoptions going forward, one streamlined and one which is more robust in the years that include the Call for Projects. A Conformity Determination still needs to be done and so there will still be a Public Hearing as well as a Positive Conformity Finding on the FY 2022 TIP but it will be more simplified and there will be no new Regional Emissions Analysis because it is already known the Emissions Budgets Test passed. The Certification Review Process brought to light that incorporating a few items such as an expanded financial plan scope which includes funding types, adding more detail to the Performance Based Planning section and adding four years of transit projects to the TIP. These three elements are currently being incorporated and therefore it is being proposed the timeline for the adoption of the TIP be extended by one month which would be June 7th. She assured the Council it would not delay any projects or change the effective date of July 1st, the first day of the fiscal year.

Updated FY2019 Unified Planning Work Program (UPWP) Tasks

Karasko reviewed information from the Updated FY2019 Unified Planning Work Program (UPWP) Tasks memo and Table 1: NFRMPO Planning Factors chart with the Council. She indicated in order to meet the schedule set by CDOT in the newly approved MOA and for all Colorado MPO's and ensure contracts, specifically CPG, signed by CDOT are executed before the Federal Fiscal Year (FFY) on October 1st, all MPO's must update their UPWP, when necessary, by May of each year and submit the approved UPWP to CDOT following adoption. MPO staff has updated the tasks for FY 2018 and FY 2019, with nothing set to be completed in 2018 having updates. Karasko noted the link was in the packet and she would provide a list of the specific tasks updated to anyone requesting the information. A handout was provided which showed the ten planning factors and how the tasks contribute to meeting those factors. The handout also describes how the tasks changed from MAP21 Act in 2012 and the FAST Act in 2015. The tasks will be incorporated into the UPWP on pages 5 & 6 and both the UPWP tasks and UPWP budget will be action items at the May 3rd Council meeting.

COUNCIL REPORTS:

Transportation Commission Report /CDOT Region 4

Johnny Olson, CDOT R4, reported a new Buy America plan would be going to STAC which is an update of a potential solution which may include using state funds. He also mentioned the 2045 plan would include a 4P process will be starting soon and CDOT will be reaching out to the communities to set up meetings with the counties and locals right away by Karen Schneiders. US34 will be complete prior to Memorial Day, however the paving will continue through July and the Poudre River work will continue until November or December. Gilliland thanked R4 staff and Olson for keeping CDOT running smoothly while working through the RansomWare issue.

I-25 Update

Dave Clark reported the \$500M Transportation Bill which allows for \$3.5M bonding, passed the Senate unanimously and will now go to the House.

STAC Report

A written report was provided.

Host Council Member Report- Casseday welcomed everyone and thanked them for coming to the Greeley Family Fun Plex, recognizing the food from Coyote's Southwestern Grill in Greeley and many of the logistics handled by Joel Hemeseth and Will Jones. He reported 8th Avenue project funding allowed for a beautiful corridor and multi-family housing from downtown to UNC. Richmark Real Estate Partners LLC presented to Greeley Council recently on a multi-family housing development expected to begin soon which will stretch from UNC to downtown Greeley. Greeley City Council recently approved significant funds to incentivize them and other developers wanting to build on 8th Avenue, US 85 and downtown Greeley. The City is working with Union Pacific Railroad on the installation of crossing arms and a Quiet Zone project, specifically at the intersections of 11th, 14th, 35th and 59th Avenues and O Street. The Regional Transit Route is being discussed and MPO Council will receive an update at an upcoming meeting.

MEETING WRAP-UP:

Next Month's Agenda Topic Suggestions:

There were no suggestions.

The meeting was adjourned at 7:58 p.m.

Meeting minutes submitted by: Renae Steffen, MPO Staff

