

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

**December 5, 2019
Windsor Public Works Complex
922 N. 15th Street, Windsor, CO**

Voting Members Present:

Kristie Melendez - Chair	-Windsor
William Karspeck	-Berthoud
Kevin Ross	-Eaton
Wade Troxell	-Fort Collins
Brett Payton	-Greeley
Troy Mellon	-Johnstown
Tom Donnelly	-Larimer County
Paula Cochran	-LaSalle
Dave Clark	-Loveland
Don McCleod	-Severance
Lisa Laake	-Timnath
Barbara Kirkmeyer	-Weld County
Kathleen Bracke	-Transportation Commission

Voting Members Absent:

Rick Coffin	-CDPHE
Mark Clark	-Evans
Fil Archuleta	-Garden City
Elizabeth Austin	-Milliken

MPO Staff:

Suzette Mallette, Executive Director; Becky Karasko, Transportation Planning Director; Renae Steffen, Administrative Director; Alex Gordon, Mobility-Coordinator/ Transportation Planner II, and Medora Bornhoft, Transportation Planner II.

In Attendance:

Dawn Anderson, Jeff Bailey, Frank Baszler, Ken Bennett, Rich Christy, Chad Cragger, Richard DelaCastro, Jim Eussen, Jamie Grimm, Butch Hause, Joel Hemeseth, Wayne Howard, Myron Hora, Mark Jackson, Will Jones, Dave Kisker, Dave Klockeman, Diego Lopez, Bob McCluskey, Steve Moreno, Mitch Nelson, Mark Oberschmidt, Heather Paddock, Mark Peterson, Paul Rennemeyer, Karen Schneiders, Corey Stewart, Robin Stoneman, James Usher, and Barry Wilson.

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

Public Comment:

There was no public comment.

Move to Approve Agenda:

Melendez noted the Mayor of Wellington was unable to attend the meeting and requested agenda item 15- Wellington NFRMPO Membership, be removed and the agenda be reordered accordingly.

Ross **moved** to approve the, *December 5, 2019 Meeting Agenda as amended*. The motion was **seconded** and **passed** unanimously.

Move to Approve Minutes:

D Clark **moved** to approve the *November 7, 2019 Council Meeting Minutes as submitted*. The motion was **seconded** and **passed** unanimously.

Executive Session:

Chair Melendez requested a motion to go into Executive Session.

Ross **moved** the Council enter into an Executive Session pursuant to section C.R.S. 24-6-402(4)(f) for discussion of a personnel matter regarding the annual evaluation of the Executive Director and not involving: any specific employee who has requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies. The motion was **seconded** and **passed** unanimously.

Chair Melendez stated Executive Session Action would be taken by the Council at the January 9, 2020 meeting.

Council entered Executive Session at approximately 6:05 p.m. The session lasted approximately fifty-two minutes.

Chair Melendez reopened the Council meeting at 6:55 p.m. and recognized of Town of Windsor Mayor Pro Tem, Ken Bennet and Councilmembers Paul Rennemeyer, Barry Wilson, and Myles Baker in attendance, as well as new member Brett Payton, City of Greeley Councilmember.

Lead Planning Agency for Air Quality Agenda

Chair Melendez opened the Air Quality portion of the meeting.

Air Pollution Control Division (APCD)

No report was provided.

Regional Air Quality Council (RAQC)

A written APCD report was provided.

Metropolitan Planning Organization (MPO) Agenda

Chair Melendez opened the MPO portion of the meeting.

Reports:

Report of the Chair:

Chair Melendez introduced Mark Jackson, Public Works Director for the City of Loveland, who gave a brief presentation to the Council on center loading transit platform on I-25 as part of the expansion project. Following the presentation Melendez thanked CDOT Transportation Commission for the funding recently provided for North I-25.

Executive Director Report:

Malette reported she and Mayor McLeod had met with CDOT Director Lew to further express appreciation to her and her staff for awarding the I-25 funding.

Finance:

A written report was reported.

TAC:

A written report was reported.

Larimer County Mobility Committee:

A written report was provided.

Q4 TIP Modifications:

A written report was provided.

Presentation:

Front Range Passenger Rail Commission Governance Options

Andy Karsian, CDOT Legislative Liaison presented Council with four high-level options for potential governance structure of the Front Range Passenger Rail Commission (FRPRC). Karasko requested Council direction on voting for one of the options at the December 13th FRPRC meeting. Council was in consensus on having Karasko vote for the first option, Public Rail Authority, which had also been the vote of the FRPRC.

Move to Approve Consent Agenda:

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

Items on the Consent Agenda included:

- CY 2019 3rd Quarter Unaudited Financial Statements
- *First Amendment to the FY 2020 Tasks and Budget of the FY2020 -21 UPWP*

Action Items:

November 2019 TIP Amendment

Medora Bornhoft, Transportation Planner II, presented information on the November amendment to the FY2019-FY2022 Transportation Improvement Program (TIP), the Poudre Express Greeley-Fort Collins project.

D. Clark **moved** to approve *RESOLUTION NO. 2019-29 APPROVING THE SEPTEMBER 2019 AMENDMENT TO THE FY2019-2022 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)*. The motion was **seconded** and **passed** unanimously.

Multimodal Option Fund (MMOF)

Following Karasko's presentation of major updates to the MMOF based on TAC and Council feedback from their November meetings there was Council discussion on how to process their 50% local match exemption requests. It was decided local communities would provide their requests to MPO staff who would send them collectively as a package to the Transportation Commission.

Kirkmeyer **moved** to approved *OPENING THE 2019 MULTIMODAL OPTION FUND (MMOF) CALL FOR PROJECTS PROCESS CONTIGENT ON APPROVAL OF THE MOBILITY PROGRAM EXPANSION*. The motion was **seconded** and **passed** unanimously.

D. Clark clarified the \$600k for the Mobility Program Expansion would return to the pool if not approved.

2020 MPO Officer Elections

Chair Melendez opened nominations for 2020 MPO Chair.

*Ross **nominated** Dave Clark. The motion was seconded.*

*Kirkmeyer **moved** to close nominations and elect D. Clark as 2020 Council Chair by Acclamation. The motion was **seconded** and **passed** unanimously.*

Chair Melendez opened nominations for 2020 MPO Vice Chair.

*Kirkmeyer **nominated** Don McLeod. The motion was seconded.*

*Kirkmeyer **moved** to close nominations and elect Don McLeod as 2020 Vice Chair by Acclamation. The motion was **seconded** and **passed** unanimously.*

Melendez congratulated D Clark and McLeod on being elected. Chair Elect Clark will assign a STAC Representative and name new Finance and HR Committee members at the January 2020 meeting. The Articles of Association state the immediate Past Chair will become the Chair of the HR Committee and the Vice Chair becomes the Chair of the Finance Committee.

Chair Elect Clark commended Chair Melendez for her accomplishments in 2019 and she was presented with a plaque of recognition and a card.

Melendez called for a brief break.

The MPO portion of the meeting reconvened at 7:45 p.m.

Discussion Item:

Expansion of Mobility Program

Alex Gordon, Mobility Coordinator/Transportation Planner II, provided the Council with follow-up information from concerns raised at the November 7th meeting regarding funding and operations of the program. He noted MPO staff met recently with the Finance Committee for discussion centered around basic requirements, geographical area, budget clarification, and targets for performance measures. Gordon reviewed the resulting Mobility Management Organizational Chart with the Council. Although the program started in Larimer County the plan is to extend it region-wide. D. Clark clarified the MPO would not be the service provider, they would be setting up the hub and facilitating people providing the services. Melendez commented this expansion would help fulfill a gap of great need and she was supportive. The Council showed unanimous support. This will be an action item at the January 9th Council meeting.

Loveland CNG Fueling Station

Dave Klockman, Senior Civil Engineer, City of Loveland Public Works, presented the Scope Revision for the Loveland CNG Fueling Station that received CMAQ funding to the Council. He highlighted the construction in the proposed area is near the City of Loveland Service Center/Public Works Building and it would align with Loveland's project to replace the fuel farm. Council will be asked to take action on this item in January.

FY2019 TIP Project Delay Review

Bornhoft explained the delay on three projects from the FY2019 TIP, noting the Weld County project was not being requested an extension by its sponsor due to suspension of the Buy America waiver program therefore, the funds would be returned to the CMAQ pool. The other two projects are scheduled to be underway in 6 months. The item will come back to Council for action on January 9th.

10-Year Strategic List of Projects

Melendez stated that the Council would be tasked with approving the criteria and scoring and ranking the projects at the Council's December 13th Work Session. She also stated those in attendance could be members and their alternate, and their community's TAC member. Council members were in agreement as to the purpose of the Work Session.

Karasko presented follow-up information to the Council on the list of prioritized projects for incorporation into CDOT's new 10-Year Strategic Pipeline Projects. The list was developed by the TAC at their October 16th Work Session and included 41 projects on the following six priority corridors; I-25, US34, US85, US287, SH392, and SH14. Council was asked to review and edit this list as appropriate.

There was discussion regarding scheduling conflicts for the December 13th Work Session. Following Council discussion, it was decided a poll with a few times and dates would be sent to Council and TAC and then a new date for the Work Session would be set accordingly. The list of projects needs Council approval in time for the finalized list to go to the Transportation Commission for consideration and possible inclusion in their 10-year Plan.

Council Reports:

Transportation Commission Report /CDOT Region 4

Bracke thanked all for their enthusiasm, support and many years of hard work to bring forward the funding for North I-25 from the Senate Bill 1 and 267 process, noting it was CDOT and the Transportation Commission's (TC) dedication to honor the commitment made over past years to Northern Colorado that led to \$250M of funding of Segments 7 & 8. She thanked Director Mallette for the letter sent to the TC. She recently attended the Colorado Legislative Alliance as well as the Governor's Round Table discussion for transportation funding throughout Colorado. Many options other than ballot initiatives are being explored. There is an additional Round Table meeting scheduled in January. Any interested Council members should contact her - kbracke@tcdistrict5@gmail.com.

I-25 Update

Heather Paddock, CDOT R4 Director, reported I-25 southbound is now open following some infrastructure improvements, including bridge and pothole repairs. At the first of the year Corey Stewart will provide an article highlighting transportation project status on I-25.

D. Clark reported updates on Segments 5 & 6 and 7 & 8 were provided to elected officials at the December 4th I-25 Coalition meeting. It was also announced construction on US34 would be starting early next spring.

STAC Report

A written report was provided.

Tom Donnelly thanked Melendez for her service in 2019, noting her strength in leadership and her devotion to the region. He also noted during the 2019 Colorado Counties, Inc. (CCI) Dinner and Awards ceremony December 3, Weld County Commissioner Chair Barbara Kirkmeyer was honored with the Commissioner of the Year Award.

Host Council Member Report- Melendez welcomed everyone to Windsor thanking MPO staff, Karen Schneiders and CDOT staff, and all her fellow Council members for their help and support over the past year, saying she was honored for the opportunity to serve as Chair.

She reported the Town of Windsor has seen a record-breaking year of single-family housing permits, surpassing the former record of 690 on September 1st. The Old Mill which includes a restaurant and a tavern, has opened on Main Street in Windsor, a brewing company will open in the space in summer 2020. A Wendy's and Inta Juice franchise will be opening soon on the main corridor. Melendez said Windsor is continuing conversations with Legends Baseball Park and expect to see plans in the spring and construction beginning in the summer. Six small, yet significant, "quick pick" transportation projects are expected to be completed over the next 18 months. Additions/revisions to the Public Works Complex will be finalized in February.

Meeting Wrap-Up:

Next Month's Agenda Topic Suggestions:

No suggestions were made.

The meeting was adjourned at 8:59 p.m.

Meeting minutes submitted by: Renae Steffen, MPO Staff