

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

**July 9, 2015
6 p.m.
Severance Town Hall
3 S Timber Ridge Parkway
Severance, CO**

Voting Members

Present

Jan Dowker	-Berthoud
Kevin Ross	-Eaton
John Morris	-Evans
Gerry Horak	-Fort Collins
Tom Donnelly	-Larimer County
Paula Cochran	-LaSalle
Joan Shaffer	-Loveland
Jordan Jemiola	-Milliken
Don Brookshire	-Severance
Kathy Gilliland	-Trans. Commission
Sean Conway	-Weld County
Myles Baker	-Windsor

Absent

Chris Colclasure	-APCD
Tom Norton	-Greeley
Troy Mellon	-Johnstown
Paul Steinway	-Timnath
*No member	-Garden City

MPO STAFF:

Terri Blackmore, Alex Gordon, Crystal Hedberg, Angela Horn, Becky Karasko, Renae Steffen

IN ATTENDANCE:

Leah Browder, Bruce Florquist, Aaron Greco, Joel Hemesath, Myron Hora, Will Jones, Dave Klockeman, Janet Lundquist, Suzette Mallette, Eric Mokler, Johnny Olson, Kurt Ravenschlag, Tim Reichel, Bob Sakaguchi, Karen Schneiders, Gary Thomas, Nick Wharton, Martina Wilkinson.

Vice Chair Shaffer called the MPO Council meeting to order at 6:03 p.m. and explained that Chair Conway was going to be late to the meeting due to traffic.

1. PUBLIC COMMENT:

There was no public comment.

2. ACCEPTANCE OF THE MEETING AGENDA:

The agenda was accepted as presented.

3. APPROVAL OF THE MINUTES:

The June 4, 2015 Minutes were approved as submitted.

4. PUBLIC HEARING: Air Quality Conformity Determination

Vice Chair Shaffer opened the Public Hearing for the Air Quality Conformity Determinations for the Denver- North Front Range 8-Hour Ozone Non-Attainment Area and the Fort Collins and Greeley Carbon Monoxide (CO) Maintenance Areas at 6:07 p.m.

There was no public comment.

Vice Chair Shaffer closed the Public Hearing at 6:08p.m.

Lead Planning Agency for Air Quality Agenda

Vice Chair Shaffer opened the Air Quality portion of the meeting.

5. Air Pollution Control Division Report – A written report was provided.

Metropolitan Planning Organization (MPO) Agenda

Vice Chair Shaffer opened the MPO portion of the meeting.

6. Executive Director Report: Terri Blackmore, Executive Director, stated that the July 2015 Director’s Report was provided in the packet.

COMMITTEE REPORTS:

7. Finance Committee – Kevin Ross, Finance Committee Chair, briefly reviewed the Finance Committee Report and Finance Committee Minutes from June 17th.

8. Transportation Advisory Committee (TAC) - A written report was provided.

COUNCIL DISCUSSION:

Donnelly asked for confirmation that there was no TAC recommendation on the UPWP since the June TAC Executive Summary stated that the motion on approving the FY 2016 UPWP Tasks Recommendation to Council action item “failed due to lack of votes from those present.”

Blackmore responded that was correct.

Ross asked why the motion had a lack of votes.

Blackmore replied that the recent TAC packets had been close to 300 pages and the UPWP was approximately 75, making it difficult for the TAC members to review all materials provided to them prior to each meeting, therefore they did not feel comfortable providing input or voting to approve it. She added that TAC did make recommendations on the UPWP at their February meeting and those recommendations were incorporated in the UPWP as it was developed there were also a few comments made at the June meeting and those comments were incorporated into the document prior to its presentation to Council for approval.

ACTION ITEMS:**9. Air Quality Conformity Determinations – Angela Horn**

Horn announced that the only change to the Air Quality Conformity Determinations since it was last presented to the Council in March was that the forecast year had been extended from 2035 to 2040.

Dowker made a motion to approve Resolution 2015-08 making a positive Air Quality Conformity Determination for the North Front Range Metropolitan Planning Area 2040 Fiscally Constrained Regional Transportation Plan, the North Front Range Metropolitan Planning Area Transportation Improvement Program for Fiscal Years 2016 through 2019, the Northern Subarea of the Upper Front Range Transportation Planning Region 2040 Regional Transportation Plan, and the Northern Subarea of the Upper Front Range Transportation Planning Region portion of the Colorado FY 2016-2019 Statewide Transportation Improvement Plan. The motion was seconded and it passed unanimously.

10.1st Quarter Unaudited Financials – Crystal Hedberg

Crystal Hedberg, Finance Manager, stated that the 1st Quarter Unaudited Financial were provided in the packet and offered to answer any questions.

Ross moved to Accept 1st Quarter Unaudited Financials. The motion was seconded and it passed unanimously.

11. FY2016 UPWP and Budget- Kevin Ross/Terri Blackmore

Ross specified that the VanGo budget was now separate from the NFRMPO as recently recommended by the auditors, because proceeds from the sale of vans purchased with FTA funds need to be tracked separately and placed in new FTA grants. He also said that the VanGo program will be using approximately \$50,000 of reserve funds to purchase new vehicles. The 2016 MPO budget has fewer funding sources than the 2015 budget but CDPHE has been asked to fund an additional \$10,000 for additional work on the State Implementation Plan (SIP) for the change to moderate non-attainment areas.

COUNCIL DISCUSSION:

Blackmore indicated that each budget item was tied to a task and VanGo tasks were now separate because the funds must be fully segregated. Recommendations will be made to VanGo and the MPO individually.

Donnelly asked Blackmore to explain the VanGo trading of funds.

Blackmore explained that FTA 5307 funds are traded for local funds from City of Fort Collins. In the past, VanGo had received local funds from both RTD and Fort Collins. VanGo receives about 60 cents on the dollar compared to about 40 cents on the dollar from RTD and it helps fund the programs in the NFRMPO area.

Donnelly commended Blackmore for eliminating the use of STP Metro money to fund VanGo and making its operations self-sufficient.

Blackmore thanked Donnelly for his comment and stated that she believed there was VanGo money being spent incorrectly in the past. Now that issue has been resolved and a transparent process is in place, therefore the need for STP Metro funds has been eliminated.

Donnelly asked if there would be a consultant working on the scheduled freight plan.

Blackmore replied that MPO staff would be completing the plan and that they would be given any necessary training.

Donnelly expressed his concern about approving the UPWP without a recommendation from the TAC.

Horak asked what the consequences were if the UPWP was not approved at the July meeting and what options there were.

Blackmore explained that it may not be approved in time to meet the FHWA requirement of having an adopted budget for October 1st and the options were; a) adopt now and amend later, b) not adopt hoping it gets approved in time for the deadline, or c) send it back to TAC in July. She noted that it was not very likely that the TAC would have any more time to review it in July than they did in June as the meeting agenda was already full with multiple plan adoptions.

Horak asked why there were so many plan adoptions at once.

Blackmore explained that this was a very unusual approval schedule and assured the Council that as long as she is Executive Director there would not be another situation where three or four plans are adopted all at once, especially in conjunction with the UPWP.

Horak asked Suzette Mallette, TAC Vice Chair to speak to the issue on behalf of the TAC since the Chair was not present.

Mallette stated that the TAC has been overwhelmed with additional meetings, multiple plan materials to review and requests for recommendations. She said that the TAC could make the UPWP recommendation a priority if it was the desire of the Council.

Horak suggested the Council approve the budget contingent on the TAC Recommendation to Council.

Morris agreed with Horak's suggestion citing the high priority of the UPWP approval.

Horak moved to Approve the FY2016 Unified Planning Work Program (UPWP) and Budget Contingent upon Review by the Technical Advisory Committee (TAC) at the July 15, 2015 TAC meeting. All results and Suggestions for Amendment be Brought to the August 6, 2015 Council Meeting for Action by the Council. The motion was seconded and it passed unanimously.

COUNCIL DISCUSSION:

Blackmore indicated that the TAC would have only six days to review the UPWP.

Horak replied that the TAC had actually been given the document in June but it would be acceptable if the TAC responded that more time was needed to provide an adequate recommendation to the Council.

Vice Chair Shaffer turned the meeting over to Chair Conway at 6:32 p.m.

12.Executive Director Evaluation Process- Troy Mellon

Joan Shaffer, Articles of Association Committee member, was asked to present the action item in Troy Mellon's absence. Shaffer stated that the committee that consisted of herself, Jordan Jemiola, Don Brookshire and Troy Mellon, had met and finalized the amendment to Article XI - Staffing and Support draft, following Council's direction from the June 4th meeting.

Jemiola made a motion to Strike “*If the Planning Council fails to take action on the Executive Director’s contract at the January meeting, the average percentage approved for salary increases approved as part of the annual budget when the previous Unified Planning Work Program and Budget was approved, or three percent, whichever is less, will go into effect on the Executive Director’s anniversary date” from Article XI- Staffing and Support, 3f. The motion was seconded and it passed unanimously.

COUNCIL DISCUSSION:

Horak suggested that this outlined process should be an MPO policy, not an amendment to the Articles of Association.

Conway agreed that it was unusual and indicated that following the delayed Executive Director Evaluation process in 2014, the Council specifically directed the Articles of Association Committee to put a formal process into the Articles. He added that the process could be reassessed in a year or two if the Council feels the process is too cumbersome.

There was a lengthy discussion regarding the Council’s responsibility to complete the Executive Director’s evaluation in a timely manner and the possible legal consequences of the process outlined in the amended Article XI- Staffing and Support.

The Council ultimately determined that the amendment provided essential direction to the Executive Committee and the Council, as well as a comprehensive evaluation calendar which would aid in the appropriate drafting of timetables for Council meeting agendas during the associated months, safeguarding the process from being significantly delayed.

Gilliland moved to Approve Article XI – Staffing and Support Draft as Amended. The motion was seconded and it passed unanimously.

COUNCIL DISCUSSION:

Conway requested that Jeremy (Jed) Scott, MPO attorney, carefully review the newly amended Article XI to ensure all of the NFRMPO’s rights are protected and there are not any potential liabilities or consequences. He asked that Scott provide language revisions and/or schedule flexibility suggestions for the Articles of Association Committee if he determines there needs to be a forthcoming amendment to the Article. He also noted that in accordance with the newly amended Article XI, Blackmore’s goals and accomplishments report will be presented to the Council at the August meeting.

PRESENTATION:

13. North I-25 Plan Update– Johnny Olson

Johnny Olson, CDOT R4, announced that the State of Colorado had been accepted to Phase II in the President’s Resiliency Challenge and that they will now work with the Colorado Resilience Working Group from the Colorado Resiliency and Recovery Office on their three phase plan which will include public outreach. He reminded the Council that this is a HUD challenge about resiliency of structures and waterways to move goods and services on I-25 and maintain economic vitality in Northern Colorado, not about a third lane on I-25. He said that several letters of support had been received and he believes that Colorado is well leveraged for moving forward in the challenge. He then reviewed pages 56- 60 from the packet with the Council.

COUNCIL DISCUSSION:

Horak thanked Olson and CDOT staff for the work they had done on the Resiliency Challenge and noted that it should be emphasized that the funding is not just CDOT's responsibility, but also that of the communities along I-25. He asked Olson if he knew how it would be determined what a fair distribution should be among those communities.

Olson replied that he did not.

Horak asked what the public outreach schedule was.

Olson answered that he and the working group would be creating their schedules and plans in the next week but outreach would begin in Boulder, Weld and Larimer Counties first as they were most affected by the 2013 floods.

Dowker asked if Olson knew what type of projects were most likely to be awarded the challenge funds. Olson replied that had not been clearly identified. He directed the Council to the chart on page 57 and indicated that the Colorado Resiliency Framework would be the basis of Colorado's vision for their resiliency plan for Phase II, and added that HUD is looking for the resiliency approach that will bring communities together and help them build sustainability for future disasters.

Shaffer requested that Olson keep the Council and other elected officials in the affected areas updated on the public outreach schedule of events through their direct email accounts. She also requested the link to the Resiliency Framework be shared with the Council.

Olson agreed to get the information out as requested.

Ross suggested asking for the State of Wyoming's Congressional leaders and Senators support their efforts since I-25 is a military corridor.

Olson agreed that may be a possible option.

Gilliland questioned if asking the communities to consider transportation as a core component of their resiliency plan would enhance or dilute the State's efforts.

Olson replied that it would strengthen the Phase II greatly. He explained that the general perception is that transportation is always accessible and not a major concern. It is a challenge to communicate the fact that without roads and transportation, utilities and other essential providers, cannot get to those in need, and citizens are unable to get to their families and jobs.

Conway asked if Colorado would have to adhere to President Obama's Executive Order requiring bridges to be built for 500 year flood if they are awarded this funding.

Olson replied no, because FHWA is not currently choosing the option of building to a 500-year flood elevation from that Presidential Order and has advised CDOT that they are still under the 100-year flood plain design.

Conway thanked Olson for his presentation.

DISCUSSION ITEM:

Chair Conway noted that there was a typographical error on the agenda and clarified that the discussion was on the 2040 Regional Transit Element, not Transportation Element.

14. 2040 Regional Transit Element – Suzette Mallette/Becky Karasko

Suzette Mallette, Vice Chair of the Technical Advisory Committee, began the 2040 Regional Transit Element presentation to the Council. She then turned the presentation over to Becky Karasko, Regional Transportation Planning Director, to present on the content of the plan.

Karasko presented the 2040 RTE chapter highlights and then turned the presentation back to Mallette for the recommendation.

Mallette asked for the Council's concurrence with the plan's current recommendation for further transit connection study. She also noted that the Summary of Recommended Next Steps table listed some of the work tasks that will assist in the implementation of the plan.

Conway noted that some of the connections were part of the Upper Front Range Transportation Planning Region (UFR) boundary and asked if there had been a discussion with them on these recommendations.

Karasko replied they had not as the recommendation is for connections between communities only. It would be necessary to work with CDOT, the UFR and, possibly Denver Regional Council of Governments (DRCOG), if these connections were to move forward in the planning process.

Conway asked Donnelly if he had any discussions with the UFR regarding these connection recommendations.

Donnelly had not been made aware of any discussions as of yet.

Conway invited Olson to share any information he had on the connection recommendation.

Olson indicated that the North I-25 Environmental Impact Statement does have a connected route on US 85.

Conway asked if the current Planning and Environmental Linkage (PEL) study being done for the US 85 Coalition included a transit component.

Myron Hora, CDOT R4, responded that the North I-25 EIS recommendations are part of the base for the US 85 PEL study.

Horak asked what the units were in the table on slide 7 and why the numbers fluctuated and were not additive.

Karasko replied that the numbers were based on ridership from the model.

Horak asked for the model's definition of basic, high, and moderate.

Karasko answered that those are the different levels of service that could potentially be available. She referenced the chart on slide 8 and indicated that it showed the different types of services and frequencies. She also stated that the recommendations were not based off the tables provided, rather they were based off of discussions with the local transit agencies that would be running the services.

Horak asked if the recommendation would be for those with the highest totals.

Karasko replied they were not.

Donnelly asked if the recommendations had all been evaluated and found to be viable.

Karasko responded that they had been developed by the transit agencies and reviewed by the TAC.

Shaffer expressed her concern that rail service had not been included in the 2040 RTE and indicated the importance of relaying to the public that rail is being considered and there will be an investment made in that direction.

Karasko explained that the rail service was not in the scope of work for the 2040 RTE.

Alex Gordon, Transportation Planner, assured the Council that potential for rail service is acknowledged at their public outreach events.

Shaffer commented that she felt there should be more engagement from the MPO on that issue.

Karasko indicated that CDOT's study had not been completed until recently and added that rail service is very difficult to model and the MPO does not currently have the capability.

Shaffer thanked Karasko for the work done by her team and appreciated that they would now have the CDOT study available to share with the public even though rail is currently excluded from the RTE.

Baker asked if the proposed routes were fixed routes.

Karasko replied that they were only connections between the three sets of communities and are based on the transit providers' recommendations.

Conway asked for verification that 2040 RTE would be an action item at the August meeting.

Mallette confirmed that was correct and asked if the Council agreed with the recommendation to further study the transit connections shown on slide 13.

Conway determined that the Council was in agreement. He thanked Mallette and Karasko for their presentation.

COUNCIL REPORTS:

Transportation Commission: Kathy Gilliland, Transportation Commissioner, District 5, reported that Bustang would officially begin running its regular routes around the State on July 13th at 6:15a.m. She also commented that backup buses will be available to accommodate an overage of riders since they do not have a way to gauge ridership and they do not take reservations. CDOT is anticipating that this will be a very successful program and CDOT is planning for future needs.

Brookshire commented that he had seen the buses running on a schedule for about a month.

Gilliland explained that they had been testing their route schedules and training the bus drivers.

CDOT Region 4: Johnny Olson, CDOT R4, briefly reviewed the Project Status Updates (July 1, 2015) with the Council and confirmed that US 34 East was still on schedule for August. He also welcomed Aaron Greco back to CDOT R4.

Statewide Transportation Advisory Committee (STAC) Report: Conway stated that there had not been a June meeting.

North I-25: Conway reported that Congressman Buck presented an update at the meeting.

Horak added that he believed an intergovernmental agreement would be an effective way for communities to raise money and participate as they see fit. He feels it is imperative for the communities along the corridor to come up with a significant portion of the \$18M - \$30M that is needed as match for North I-25 Resiliency funding. He plans to discuss allocating proportionate funding for North I-25 with the Fort Collins City Council in September.

Conway indicated that the North I-25 Coalition has been asked to put forth specific funding solutions by Cory Gardner, Jared Polis and Ken Buck.

Transportation Summit Update: Conway thanked CDOT staff and all of the Council members who sat on panels or attended the 2015 Transportation Summit hosted by Weld County. The MPO was well represented with three booths and several staff members. He said that the event has kick-started the much needed discussion surrounding transportation issues in Northern Colorado and he believes those discussions will continue among the legislators and other elected officials who attended. The goal of many of those legislators is to see what can be done from a statutory side as well as have some general fund money flow to CDOT. Other options, such as TRANs II bonds and gas tax were also discussed.

Host Council Report: Brookshire complimented his staff on setting up the town hall and recognized Town Administrator, John Holdren and Nick Wharton, Assistant Town Administrator, for preparing the barbeque. He welcomed everyone to Severance and reported the following:

- Severance Days is August 14-15
- The town is experiencing a lot of positive growth and has many upcoming projects in development, including some additional housing and possibly a new high school.

Conway recognized Bruce Florquist, Council Alternate for Severance, who was in attendance.

Other Council Reports:

LaSalle- Cochran announced that LaSalle Days is July 17-18 and welcomed everyone to attend. The Lions Club prepares the pancake breakfast and Don Juan's will be providing the dinner on Saturday.

Windsor – Baker reported the following:

- Summer Concert Series continues at Windsor Lake each Thursday.
- There will be a Relay for Life Race on July 18th.
- Groundbreaking for the newly expanded Windsor Recreation Center is July 24th.
- Harvest Festival will be September 5-7
- New Dunkin Donuts opened in June.

Larimer County- Donnelly announced the following:

- Copies of the Larimer County 2014-15 Community Report, which highlights services throughout the County as well as its goals and performance measures, were provided for the Council. The goal of the report is to show Larimer County citizens the value of their tax dollars. He is happy to see this information going out to the public.
- CR-17 Poudre River bridge and trailhead parking lot project which was partnered with the City of Fort Collins and included in the last MPO Call for Projects, will be completed late this summer.
- CR-27/Buckeye Road will have its final opening in the next two weeks.

Eaton- Ross reported the following:

- The newly renovated Eaton Public Library should be open in time to host the MPO Council in October.
- The Eaton Recreation Center recently completed the sale of their bonds and the project should be shovel ready after the fall harvest.
- Eaton Days is July 10-12 and will include music by local country-western singer, Austin Wahlert.

Milliken- Jemiola announced that construction had begun on the Johnstown-Milliken trail and a \$1.8M water loop is scheduled to be installed to improve water pressure on the east end of town and extend services to 320 acres of I3 with a rail spur.

MPO- Blackmore informed the Council that she had provided several copies of “findmyride” postcards for the Council to distribute in their communities. She credited Mary Warring, Mobility Coordinator, with creating the website which is a free tool that helps seniors and the disabled find rides in and near their communities and connecting to Denver.

Loveland- Shaffer reported the following:

- Loveland is experiencing significant growth based on water meter set reports.
- Foote Lagoon Concert Series runs Thursday evenings at 7p.m.
- July 9th is opening of Loveland’s Night on the Town and BBQ, Bands and Brews.
- Artspace Loveland Arts Campus has now occupied 30 of its affordable living spaces for artists.
- The Feed and Grain building will be renovated into an arts incubator with help from an \$845,000 EDA grant.
- Loveland will have a leg of the USA Pro Challenge on August 22nd, which will be the first to feature professional women riders.

Berthoud- Dowker announced that the second-annual Hops and Harley fundraising and awareness-raising event is Sunday, July 12th at Fickel Park and will benefit the National Mill Dog Rescue in the Colorado Springs area. City Star Brewing is hosting the event which hopes to raise awareness about puppy mills and the cruel commercial dog breeding industry.

Evans- Morris reported the following:

- Several area of the city have road construction
- New storm water pipes are being installed along 37th Street
- 37th Street will be closed at US 85 frontage road in a few months
- Annexation agreement with ARB Midstream for \$65M crude oil trans-loading terminal, known as the Niobrara Connector (“NiCon”), was approved on July 7th.
- Several new housing developments on track for the city.

Final Public Comment: There was no final public comment.

FINAL WRAP-UP:

Next Month’s Agenda Topic Suggestions: There were no suggestions.

The meeting was adjourned at 8:15 p.m.

Meeting minutes submitted by: Renae Steffen, MPO Staff