

**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**

**January 20, 2016
1:06 – 2:54 p.m.**

TAC MEMBERS PRESENT:

Dawn Anderson, Chair – Evans
Dennis Wagner, Vice-Chair - Windsor
Jeff Bailey – Loveland
Eric Bracke - Greeley
Stephanie Brothers - Berthoud
Aaron Bustow - FHWA
Matt Bailey – Timnath
John Holdren – Severance
Suzette Mallette, Larimer County
Karen Schneiders – CDOT
Martina Wilkinson – Fort Collins

NFRMPO STAFF:

Aaron Buckley
Becky Karasko

TAC MEMBERS ABSENT:

Amanda Brimmer – RAQC
Gary Carsten – Eaton
John Franklin – Johnstown
Seth Hyberger – Milliken
Janet Lundquist – Weld County
Jessica McKeown – LaSalle
Gary Thomas – SAINT

IN ATTENDANCE:

Richard Duran – FHWA
Marissa Gaughan – CDOT
Patrick Gomez – FHWA
Megan Jensen – FHWA
Will Jones – GET
Greg Martinez – CDOT
Jeff Purdy – FHWA
Kathy Seelhoff – CDOT
Jake Schuch – CDOT
Wade Willis – Windsor, NoCo Bike & Ped

CALL TO ORDER:

Chair Anderson called the meeting to order at 1:06 p.m.

PUBLIC COMMENT:

There was no public comment.

APPROVAL OF THE DECEMBER 16, 2015 TAC MINUTES

Holdren moved to approve the December 16, 2015 TAC Meeting Minutes. Mallette supported the motion and it was approved unanimously.

CONSENT ITEMS

No items this month.

ACTION ITEMS

No items this month.

OUTSIDE PARTNERS REPORTS (verbal)

Regional Transit Items

Jones stated GET implemented new route changes on January 4th and there has been an increase in ridership. Feedback has been positive from users. GET is currently studying a transit connection between Fort Collins and Greeley connecting Colorado State University to the University of Northern

Colorado. Schneiders inquired about a stop at the Harmony Park-N-Ride, Jones replied a route has yet to be determined.

Schneiders stated Bustang ridership continues to increase. The passenger shelter at Loveland is in place. She stated she would like to wait until the August TAC to announce Bustang performance measures. Mallette asked if CDOT has increased the number of Bustang buses on I-70, Schneiders stated they are on order.

Jones stated as an informational item Senate Bill 11 proposes to eliminate FASTER Transit funding which includes operational and capital funding.

NoCo Bike Ped Collaborative

Willis stated the NoCo Bike & Ped Collaborative had a successful conference in November 2015. Keynote speaker Mark Fenton encouraged communities to get people walking and bicycling by removing barriers. The NFRMPO will place links on their website in February or March with conference information. The next conference is planned for 2017. At the January meeting Mike Tupa, with UC Denver and DOLA, presented the conceptual design for the Wildcat Trail from Milliken to Firestone. The group also discussed its 2016 schedule.

Senior Transportation

No member present.

Regional Air Quality Council

Karasko provided an update from Brimmer. Work continues to improve model performance for the Ozone State Implementation Plan (SIP) attainment demonstration. RAQC subcommittees are continuing to meet to evaluate strategies for both the current ozone SIP (75 ppb) and strategies likely needed to meet the new ozone standard (70 ppb).

PRESENTATION

ADA Transition Plans and Title VI

Gomez

Patrick Gomez, Civil Rights Specialist with the FHWA Resource Center presented on Americans with Disabilities Act (ADA) Transition Plans and their impacts on MPOs.

ADA is a law and under the 2008 ADA amendments almost everyone could define themselves as disabled. Both cognitive disabilities and ability to concentrate or function normally can be included. Not complying with the ADA is the same as age, race, religion, or gender discrimination.

According to the 2010 Census, 52 million Americans over the age of 15 have a disability and 7.5 million Americans have hearing disabilities. Additionally, 5 million Americans experience dementia, which is expected to rise to 13.8 million by 2050.

Mallette asked about the appropriate ADA building standards. The [ADA Accessibility Guidelines \(ADAAG\)](#) are used for buildings. The [Public Rights of Way Accessibility Guidelines \(PROWAG\)](#) standard is currently under a notice of proposed rulemaking and will most likely be in place by March 2016. CDOT has already adopted it as a standard.

There are six basic requirements to ensure ADA compliance:

- Ensuring individuals with disabilities are not excluded from programs, services, and activities (pedestrian facilities are an example of a program);
- Designating an ADA Coordinator;
- Development and posting ADA Policy Statement;
- Development and posting Grievance Procedures/Complaint Procedures;
- Completing a self-evaluation and creating an inventory of items that could impact an individual with disabilities; and
- Development of a Transition Plan.

Communities with 50 or more employees and those with 15 or more employees who receive federal funds must designate an ADA Coordinator. All entities must have a way to deal with ADA matters regardless of size and must complete a self-evaluation and/or inventory of items which could affect an individual with disabilities. A Transition Plan must be created to address any issues identified during the evaluation. The elements of a Transition Plan include:

- Identification of physical obstacles and their location;
- Detailed description of the methods the entity will use to make the facilities accessible;
- Schedule for making the access modifications;
- Yearly schedule if the transition plan is more than one year long; and
- Name and title of the official who is responsible for implementing the Transition Plan.

Gomez highlighted which type of roadway work would trigger the requirement for curb ramp installations and retrofits. Roadway resurfacing would, while non-structural resurfacing would not, but it varies from state to state. The Department of Justice (DOJ) gave further guidance on the construction of curb ramps with a distinction between maintenance (no current requirement to install) and alteration (requirement to install). If two or more maintenance processes are used, it is considered an alteration.

Gomez concluded by mentioning a webinar answering frequently asked questions on ADA Compliance will be conducted in early March 2016.

WORK SESSION

Karasko began the work session with an overview of the projects NFRMPO staff will be working on in 2016, including:

- Congestion Management Process (CMP) Annual Report;
- Non-Motorized Plan;
- Transportation Profile;
- US 287 Inventory;
- Freight Northern Colorado;
- NFRMPO Website Update;
- Call for Projects for FY20-21;
- Quarterly Newsletter;
- Mobility Coordination functions; and
- Hiring one to two transportation planners.

Karasko then asked TAC how it would like to interact with staff. She stated the MPO staff have an expectation to hear feedback from TAC on plans and reports. TAC is expected to guide direction on studies and plans; review recommendations; provide data, data sources, and appropriate contacts; and keeping Council members informed. She stated in the future, a NFRMPO staff member would be designated to work on TAC meetings and packets to help consolidate communication with the TAC.

Wilkinson stated she struggled with the timeline to provide input with the RTP. She felt it was too late at certain times to provide feedback and would like to learn about the different options for feedback.

Karasko stated the timeline has been extended for the Non-Motorized and Freight Plans due to staffing changes and to allow for more TAC member involvement.

Mallette stated certain items are more important for TAC to weigh in. An example would be different approaches for the upcoming Call for Projects.

Bracke stated he would like to have the TAC more involved with problem solving, goal setting, and implementation. The last plan went at a rapid pace of a chapter or two every month and was not in depth enough or had enough TAC involvement; the larger documents need more TAC involvement.

Karasko replied the 2045 plans will have more TAC involvement and longer timelines.

Bracke stated TAC is the place to have structured discussions and staff should use TAC for structured work sessions.

Karasko then asked, how TAC members wanted to be involved. She stated there is not an expectation from staff for TAC review every word in a plan, but rather to focus on the broad goals and recommendations. She stated there is a balance between the plans and schedule last year and what TAC members want to do. Bracke stated the right people need to be at the table. Mallette stated the standing items, such as the UPWP, need to be on a prioritized list so they can receive enough attention.

REPORTS

ADA Transition Plans Inventory Update

Karasko

Karasko stated Gordon contacted each community about the appropriate ADA Transition Plan contact. Fort Collins, Greeley, Johnstown, Loveland, and Windsor have a current ADA Transition Plan. Evans and Milliken are working on plans; Weld County is updating their plan; Larimer County and Severance do not have plans; and Berthoud, Eaton, Garden City, LaSalle, and Timnath did not respond.

Bustow stated the focus of the ADA Transition Plan inventory is currently at the state level and will later move to local levels. Mallette asked Jensen if the NFRMPO needs an ADA transition plan. Jensen responded they do not as they do not own any right-of-way.

NFRMPO Counter Program Update

Buckley

Buckley presented on the NFRMPO purchased vehicle travel time collectors (VTTC), bicycle counters, and the NFRMPO's 2016 Annual Congestion Management Process (CMP) Report. The NFRMPO purchased three VTTCs each for Fort Collins, Loveland, and Greeley. MOAs are in place with Greeley and Loveland. Greeley installed and activated the devices. Loveland has an expected installation date of April 1st.

The NFRMPO purchased two permanent bicycle and pedestrian counters, which use a combination of infrared and electric in-ground loops, to collect counts. They will be placed on the Poudre Trail, one each in Larimer County and Weld County. Greeley has returned a signed MOA for their permanent counter.

Two mobile tube counters were purchased to count bicycles and one mobile infrared counter was purchased to count all users. Each mobile device will be available for check out by a community or organization for use. Currently, staff is reviewing the MOA and MOU for the mobile devices. A list of possible mobile count locations was distributed and reviewed. A JAMAR representative is expected to travel to the region to help with training and installation of the permanent counters. Communities who are interested in using mobile counters should contact Buckley.

Bracke asked if the software would be provided. Buckley stated five software licenses were included with the counters. The data would need to be downloaded by NFRMPO staff and would then be sent to the counting community.

Buckley then discussed the 2016 Annual CMP Report, which summarizes congestion for 2015.

Bustow asked if interstates and expressways would be included. Buckley confirmed they would. Bustow asked if freight information will be collected. Buckley confirmed it would be included. Purdy asked if targets would be set for the buffer index. Buckley stated this report would be a baseline for the future. Mallette then asked for clarification on the buffer index and if this would be a full report or an annual report? Purdy explained a buffer index is the addition to average travel time required to reach your destination at a peak travel time 95 percent of the time. Buckley then added this would be an annual report.

Karasko asked if the outline was the right amount of information and if it would be useful. Mallette stated a congestion trend line would be interesting to see. Bustow asked if TIP projects would be included to show a complete picture of congestion projects. Buckley confirmed they would be included.

TIP Administrative Modification Updates

Buckley

Buckley stated there were no TIP Administrative Modification updates. The US 287 gap resurfacing project was closed. Schneiders inquired about a TIP project list in the TAC meeting packet for future meetings.

Roundtable

All

Bracke stated as part of the City of Greeley’s RAMP project the adaptive signal control on US 34 and US 85 was installed in December. Travel times on US 34 have gone from 12-13 minutes at peak times to eight minutes and side street congestion has also improved.

Schneiders stated the CDOT Federal Inactives Report had been handed out and is based on the amount of money left in a project. The different warning levels for projects are based on activity. Last year, \$22 Million was sitting unused, this year it is \$2 Million.

The Lawson Construction Company is under contract for the 287/SH 1 to the Laporte Bypass construction. There will be an open house for Vine Street on January 25th. There has been no word regarding the Presidential Challenge.

Karasko stated if anyone has changes to TAC representation or alternates, January is the time for adjustments.

MEETING WRAP-UP:

Final Public Comment – There was no final public comment.

Next Month’s Agenda Topic Suggestions – The February TAC meeting has been canceled. The February Council meeting will be held as scheduled.

Meeting adjourned at 2:54 p.m.

Meeting minutes submitted by:
Aaron Buckley, NFRMPO Staff

The next meeting will be held at 1:00 p.m. on Wednesday, March 16, 2016 at the Windsor Recreation Center, Pine Room.