

Northern Colorado Bike & Ped Collaborative

Meeting Minutes – Wednesday, November 14, 2018

Windsor Recreation Center, Pine Room

250 11th St. Windsor, CO 80550

1. Introductions

- ❖ Aaron Buckley, CSU
- ❖ Allison Baxter, City of Greeley
- ❖ Bob Hinderaker, Poudre River Trail Corridor
- ❖ Crystal Hedberg, NFRMPO
- ❖ Everett Bacon, Weld County
- ❖ Jake Houston, The Trust for Public Land
- ❖ Jamie Gaskill, City of Fort Collins
- ❖ Justin Strong, The Trust for Public Land
- ❖ Katie Guthrie, City of Loveland
- ❖ Kenyon Neal, City of Fort Collins
- ❖ Mitch Nelson, Town of Severance
- ❖ Nancy Nichols, City of Fort Collins
- ❖ Ryan Dusil, NFRMPO
- ❖ Sarah Martin, NFRMPO
- ❖ Suzette Mallette, NFRMPO
- ❖ Wade Willis, Town of Windsor
- ❖ Zac Wiebe, Larimer County

2. Approval of Meeting Minutes

The October 10, 2018 meeting minutes were approved unanimously.

3. NoCo Bike & Ped Fiduciary Agreement and Group Structure

Willis stated NoCo does not have a bank account to hold funds generated from workshop/conference/training registration fees. NoCo drafted a fiduciary agreement with the NFRMPO following the June 2017 multimodal transportation workshop in Loveland. The agreement was never signed, but would have allowed the funds to be used for the benefit of the region and the NFRMPO would have taken 10% of the funds in the account to cover administrative costs associated with the NFRMPO's audit.

Dusil stated the group has discussed NoCo's organizational structure in the past, and the need for funding for the 2018 NoCo Leaders' Ride reopened the discussion. Options for restructuring the group discussed in the past have included pursuing 501(c)(3) status or becoming an official committee of the NFRMPO.

Mallette stated the agreement could take various forms depending on the organizational structure NoCo desires moving forward. If NoCo remains informal, the group would need to decide who is authorized to act on behalf of the group and the draft agreement would need some changes. NoCo could designate someone to set up a PayPal account and act as the unofficial treasurer for the group.

Hedberg stated the NFRMPO could open a bank account using its Federal Employer Identification Number (FEIN) and the bank account would become part of the NFRMPO's audit. Currently, the NFRMPO is uncertain which of its grants administrative time could be billed to for this bank account. Opening an account and dedicating staff time

may be less popular among the Planning Council if NoCo remains informal. It may also decrease the overall autonomy of the group if NoCo becomes part of the NFRMPO's audit process.

Malette stated the easiest path may be for NoCo to remain informal and designate a member to open an individual bank account, along with the appointment of a chair, vice chair, and treasurer. If NoCo became a committee of the NFRMPO, like the Larimer County and Weld County Mobility Committees, it would have to create formalized processes that would be amended into the NFRMO's Articles of Association, but the group could likely operate in much the same way it already does. Pursuing 501(c)(3) status may take more administrative work on the part of NoCo than is desired by the group.

Malette provided an overview of the NFRMPO, highlighting NoCo is an outside partner whose genesis goes back before the development of the *2013 Regional Bicycle Plan*. NoCo continued to meet after the Plan was adopted and has had an advisory role in the selection of Transportation Alternatives (TA) projects, as well as other roles recognized by the NFRMPO.

Nichols asked if NoCo's mission and activities are consistent with the mission and programs of the NFRMPO. Hedberg stated they are consistent with the NFRMPO's public outreach activities.

Bacon stated many MPOs have official bicycle and pedestrian committees. Malette stated this could be explored and the NFRMPO has had several committees come and go in its history.

Malette stated formalizing the group could give NoCo more security in its relationship with the NFRMPO by institutionalizing NoCo members' relationship with their TAC and Planning Council representatives on regional issues. NoCo could become a peer committee or subcommittee of the TAC. Willis stated pursuing peer status may not be appropriate and NoCo needs to vet the pros and cons of pursuing committee status before talking with the TAC.

Guthrie asked what next steps might be. Malette stated NoCo could look at the NFRMPO Articles of Association and draft language that would fit.

Wiebe suggested the group focus on how it can best achieve its mission and less about how it administers money. Wiebe asked Malette what she thinks the downside would be of formalizing. Malette responded Planning Council members could instruct current NoCo members to no longer participate in the group. Buckley stated even if NoCo members were instructed not to support certain items, they would likely attend the meeting to express those views on behalf of their agency.

Willis stated the group should generate a list of pros and cons in a facilitated meeting. Dusil stated Kelly Haworth introduced the idea of NoCo requesting help from the Larimer County volunteer facilitation group. Buckley stated CSU may be able to offer a similar service.

Some NoCo members and NFRMPO staff will work offline to prepare for a deeper discussion at a future meeting.

4. Trust for Public Land Discussion

Houston and Strong stated the Trust for Public Land (TPL) is a national non-profit conservation group aiming to conserve land for public use while increasing access and connectivity. Houston spearheads a program to increase bicycle and pedestrian connectivity and has interest in projects along Colorado's front range. TPL can provide financial and facilitation assistance to bring partners together on a project and close critical gaps in the network.

Nichols asked if TPL works with the Rails to Trails Conservancy (RTC). Houston stated they do not, but they are working on a trail project in southwest Colorado to convert 21 miles of abandoned rail line into trail.

Wiebe asked if the new state administration under Governor-elect Polis will be as supportive of trails as Governor Hickenlooper's. Houston stated he hopes so and Governor Hickenlooper recently signed an order to institutionalize a state-level trail group that has worked on several non-motorized infrastructure initiatives.

Willis asked if it would be beneficial to TPL to be included in the NFRMPO's Call for Projects process to identify projects in the region that align well with TPL's work. Houston stated this would be helpful. Dusil stated it would be good to keep TPL in mind as agencies submit projects to the state for the project list for the statewide bicycle and pedestrian plan scheduled for 2019.

Wiebe stated TPL is a great resource for agencies to keep in mind for non-motorized projects, especially those that are regional in nature.

5. 2018 Call for Projects

Willis asked if NoCo members intend to submit applications for the Transportation Alternatives (TA) funding.

Bacon stated there was some talk at Weld County about a project but he is unsure of the status.

Guthrie stated Loveland will likely submit a project for a trail underpass at Wilson Avenue.

Nichols stated the Parks Department may be preparing an application and the Power Trail grade-separated crossing of Harmony Road being designed now might be a candidate.

Willis stated Windsor will be submitting a project for a trail partially along SH 392, connecting the Greeley No. 2 Ditch Trail to the Poudre River Trail.

Nelson stated Severance is unsure if it will submit a project.

Willis asked how far along projects need to be in design. Dusil stated there is no requirement for where the project is in design, but readiness is a criterion on which the project is scored. This criterion has guidelines, but its interpretation is ultimately up to NoCo at the January 9, 2019 TA scoring meeting.

A requirement for use of the NFRMPO's federal funding programs is they must be used to complete a construction or implementation phase and cannot be used to design a project.

Dusil stated projects along the NFRMPO's [Regionally Significant Corridors \(p. 22\)](#) are eligible for funding through all three funding programs: STBG, CMAQ, and TA. While bicycle and pedestrian projects do not typically score well in the CMAQ funding program, there will likely be less applications and competition this year because of the federal government's moratorium on Buy America Waivers. This will reduce the number of vehicle replacement projects submitted compared to previous Calls.

Dusil encouraged NoCo members to talk with their TAC representatives to make sure multimodal considerations are included in any applications communities plan to submit. If communities are submitting projects that touch a state highway, sponsors must submit a mini application to CDOT by Wednesday, November 21.

6. Counter Data Trends

Buckley stated CSU is piloting its first A/C-powered counter. CSU is also swapping one of its count sites with an Eco-Totem counter to bring more visibility to bike/ped transportation on campus.

Guthrie reported there are over 1,000 bikes per week at the Sunset Vista Natural Area count location.

7. NFRMPO Technical Advisory Committee

There will not be a November 21 TAC meeting due to Thanksgiving. The next TAC meeting will be December 19.

8. Community Updates / Other Business

Gaskill reported the City of Fort Collins is acquiring new equipment to plow the protected bike lanes along Mulberry Street. Survey responses show overwhelming community satisfactions with the Mulberry Street Pilot Project. Bicycle Ambassadors will be hosting Bicycle Friendly Driver classes in Loveland and at UNC in Greeley. FC Bikes is currently working on its 2019 plan for projects and programming.

Neal stated the Safe Routes to School (SRTS) Program is working with the City's GIS Department on an interactive map for identifying the safest routes to each school from surrounding neighborhoods.

Nichols reported the City applied for a CDOT SRTS Infrastructure grant to make improvements along the Hampshire Bikeway.

Guthrie reported the City of Loveland also applied for a CDOT SRTS grant for a missing sidewalk segment along Wilson Avenue. This application was prompted by a fatality over the summer along the corridor.

Hinderaker reported the reconstructed portion of the Poudre River Trail near the Kodak trailhead will open by Thanksgiving.

Baxter stated Greeley is working on a roadway project at 35th Avenue and O Street that could involve a grade-separated trail crossing.

Dusil reported 40 people participated in the 2018 NoCo Leaders' Ride. Martin reported participants had positive feedback.