

# Northern Colorado Bike & Ped Collaborative

Meeting Minutes – Wednesday, January 9, 2018

Windsor Recreation Center, Buckeye/Redwood Room

250 11th St. Windsor, CO 80550

## 1. Introductions

- ❖ Aaron Fodge, CSU
- ❖ Betsy Jacobsen, CDOT
- ❖ Everett Bacon, Weld County
- ❖ Katie Guthrie, City of Loveland
- ❖ Leslie Beckstrom, WCDPHE
- ❖ Marilyn Hilgenberg, City of Loveland
- ❖ Mitch Nelson, Town of Severance
- ❖ Nancy Nichols, City of Fort Collins
- ❖ Ryan Dusil, NFRMPO
- ❖ Sarah Martin, NFRMPO
- ❖ Suzanne Bassinger, City of Fort Collins
- ❖ Tom Jones, Great Western Trail Authority
- ❖ Wade Willis, Town of Windsor
- ❖ Zac Wiebe, Larimer County

## 2. Approval of Meeting Minutes

The December 12, 2018 meeting minutes were approved unanimously.

## 3. Transportation Alternatives (TA) Application Review

Dusil stated one TA project application was received from the Town of Windsor for Poudre River Trail Realignment Improvements. Upon initial review, the project appears to meet the basic federal and NFRMPO TA project requirements. The NFRMPO entrusts the Collaborative with scoring the TA projects, so this meeting is an opportunity for the group to ask questions of the project sponsor and ultimately make a recommendation to the Technical Advisory Committee (TAC).

Bassinger asked if the group would like to formally score the project even though there are no competing projects. Dusil stated the scoring criteria could simply be used as a general guide for reviewing the project's components, or the group could collectively score the application. The Collaborative agreed a formal scoring process was not necessary.

Bacon asked how the process for TA projects differs from the process for CMAQ and STBG projects. Dusil stated applicants for each funding program follow the same Call for Projects timeline, with the exception of the scoring meetings. The NFRMPO decided the Collaborative would serve as the scoring committee for the TA projects, given their expertise on non-motorized infrastructure projects. A subcommittee of the TAC serves as the scoring committee for the CMAQ and STBG projects and scored the projects on Tuesday, January 8. Martin added the NFRMPO does accept applications for TA projects that are categorized as environmental mitigation, or historic / scenic transportation activities projects, but would be scored differently.

Wiebe asked how long the realignment will be. Willis responded it is 4,622 linear feet. Willis stated an assessment of all river banks east of SH 257 was completed following bank restoration. The process concluded bank restoration is not a good long-term solution and trail realignment is a more sustainable solution to prevent future damage and washouts. The current alignment will be converted to a crusher fines trail, adding capacity to the trail system. Willis added the trail was put in its original location, likely because it required less land acquisition and the dramatic bank erosion decades later was not anticipated. Jacobsen added the proximity to water is a huge selling point for communities and trail users.

Jacobsen asked if the town has any concerns about acquiring the easements. Willis stated conversations are underway and the acquisition seems to be viable.

Guthrie asked how many applications the NFRMPO historically gets in Calls for Projects for the TA funding pool. Dusil stated only one application was received in 2016 from Johnstown for the Little Thompson Trail and the town did not request the full amount. Prior to 2016, the NFRMPO had different guidelines for the TA funding pool and many other projects types were submitted. Other recently funded or ongoing projects funded through this pool include the Great Western Trail, the Namaqua Ave underpass for the Loveland Recreation Trail, and the Front Range Trail.

Wiebe asked if there is a penalty for not using all the funds. Willis responded he did apply for all the funds. Dusil stated in 2016, the TAC reallocated some funding to make the Little Thompson River Trail compliant with the American with Disabilities Act (ADA).

Fodge stated the Collaborative should be more strategic about using funding opportunities to close critical gaps in the Regional Non-Motorized Corridors (RNMCS). Willis stated the group could roll out maps and identify high-priority projects to be ready for upcoming applications.

With no further comments, the Collaborative unanimously moved to recommend the Windsor Poudre River Trail Realignment Improvements Project be awarded \$544,075 in TA funds through the NFRMPO's 2018 Call for Projects.

#### **4. Group Vision Statement, Mission Statement, Goals, and Objectives**

Willis stated the Collaborative is revisiting whether a different organizational structure would better serve the group's long-term vision. The conversation has stemmed partially from the group's inability to generate and hold onto funds, and partially from conversations on how the groups communicates, collaborates, and influences NFRMPO projects and programs. The Collaborative currently exists as an outside partner with the NFRMPO, working with NFRMPO staff and making recommendations and updates to the TAC. The Collaborative has discussed holding a facilitated discussion to assess whether and how the group structure should change and/or formalize.

As the first step in this process, the group has decided to revise its Vision Statement, Mission Statement, Goals, and Objectives framework. Willis created and distributed a survey to gather feedback on each statement and 20 responses were received. The group stated it would be beneficial to go through the responses to each statement as

a group, to identify and discuss major themes to ensure the framework generally reflects the spirit of the group. A subcommittee will work over the next couple months to incorporate the comments and update the framework.

Comments received through the survey or offered at the meeting that are specific to a statement within the Vision Statement, Mission Statement, Goals, and Objectives framework were incorporated into a new Draft, included in an appendix.

Guthrie stated it is important to use consistent language and terminology throughout the framework to ensure the message is clean, clear, and applicable to all agencies and organizations it represents. Guthrie added the framework should be finalized before the group seeks a facilitated discussion.

Fodge stated he would like to see the Collaborative's communication channels with the NFRMPO institutionalized and there may be many organizational structures to achieve this. Beckstrom stated this may be achieved by making communication its own separate goal.

Bacon stated he believes the group would benefit from a goal related to strategic planning and prioritization and asked whether the Collaborative has approached prioritization in the past. Beckstrom responded the Collaborative was active in creating the RNMCs in the *2013 Regional Bicycle Plan* and reaffirming them in the *2016 Non-Motorized Plan* as the priority regional corridors. Fodge highlighted the Great Western Trail as a project the Collaborative strategically worked to have funded. Jacobsen added there are many other funding sources like Upper Front Range Transportation Planning Region (TPR), CDOT Region 4, and Great Outdoors Colorado (GOCO) for which agencies could leverage strategic efforts of the Collaborative.

Beckstrom stated the region needs alignment of individual efforts more so than coordination, highlighting the value in multiple agencies working parallel to achieve a shared vision. Beckstrom added collaboration and competition will always coexist and are both necessary for improvements in the region.

Willis asked how specific the framework should be to maintain flexibility. Wiebe stated the framework should be used to develop an annual work program or action plan. Fodge suggested agencies review the framework while asking if themselves if it allows them to be a representative of their constituency.

Jacobsen added a clear and strategic framework may allow local, regional, and state agencies to advocate for or become more competitive with funding and programming. When several agencies in a region have a unified vision and plan of action, it makes each agency more competitive on the individual project level.

The group agreed the framework for the Vision Statement, Mission Statement, Goals, and Objectives is generally acceptable, and a subcommittee should convene to refine the statements over the next couple months and bring a draft back to the Collaborative for discussion and adoption. The group agreed it would be beneficial to create an annual action plan to guide short-term tasks and priorities and a strategic plan to guide long-term roles, scope, and initiatives. The group will begin discussing the annual work plan further in February.

Following these internal discussions, the Collaborative would like to have a facilitated discussion led by the Larimer County Meeting Facilitation Group on April 10, 2019 to identify the organizational next steps that best serve their mission.

## **5. Counter Data Trends**

Bassingier stated the City of Fort Collins Parks Department trail counters recorded 2.2M users in 2017 and 2.4M users in 2018. The City now has 43 miles of paved trails and 38 grade-separated trail crossings.

Willis stated it would be nice to develop a regional count dashboard to be hosted on the NFRMPO website, but acknowledged challenges in comparing different count systems and inconsistent methods between agencies. Jacobsen stated CDOT will accept count data from agencies to include in a statewide database they make available to the public.

## **6. NFRMPO Technical Advisory Committee**

Dusil stated the next TAC meeting is January 16, 2018. Medora Kealy will present the NoCo Bike & Ped Collaborative's recommendation for TA project funding as part of her Call for Projects presentation.

## **7. Community Updates / Other Business**

Dusil stated the NFRMPO's draft 2019 Public Involvement Plan (PIP) is available for public comment on the NFRMPO website. Comments can be submitted to Alex Gordon at [agordon@nfrmpo.org](mailto:agordon@nfrmpo.org).

Due to time constraints, Dusil requested attendees email him with other updates to be distributed to the group digitally.

## NoCo Bike & Ped Collaborative - Vision, Mission, Goals, and Objectives

Original (current) statements are shown below in black

Suggested changes and comments from SurveyMonkey and the January NoCo Bike & Ped meeting are marked in Red

A draft revised statement at incorporating these comments and proposed additional statements are marked in blue

### NoCo Bike & Ped Collaborative Vision Statement

Safe and convenient biking and walking connecting northern Colorado.

- Alternative 1: "Safe and convenient biking and walking **connections in** northern Colorado"
- Alternative 2: "Safe, **convenient, and cost effective** bike and walking **that connect** Northern Colorado"
- Alternative 3: "**Safe public right-away for HAAD (Human and Assisted Devices, including bikes)**"
  - Add a note about all ages and abilities
- Alternative 4: "Safe and convenient biking and walking **opportunities that** connect northern Colorado."
- Alternative 5: "Safe and convenient biking and walking **connections throughout** Northern Colorado"

A safe, convenient, and cost effective network for cyclists and pedestrians of all ages and abilities, connecting communities throughout Northern Colorado.

### NoCo Bike & Ped Collaborative Mission Statement

NoCo Bike & Ped Collaborative, representing jurisdictions, agencies, community organizations and individuals in northern Colorado, advances connectivity of non-motorized networks for recreation, transportation and economic development through coordination, education and promotion.

- HAAD Networks
- Too long as is to be mission statement. Consider something like: To Connect Northern Colorado through bicycle and pedestrian networks
- A longer mission statement (as is) is appropriate for a group of diverse individuals, agencies, and organizations like ours
- Mission Statement should contain stronger verbs

To represent jurisdictions, agencies, community organizations and individuals in Northern Colorado by advancing connectivity of bicycle and pedestrian networks for recreation, transportation and economic development through coordination, education and promotion.

## NoCo Bike & Ped Collaborative Goals and Objectives

**Goal I: Coordination** – Provide an open forum to coordinate regional bike and pedestrian infrastructure.

- "...pedestrian infrastructure, best practices, and performance measurement."
- HAAD infrastructure
- Would like to see the word "alignment" or "align" added to the goal and objectives.
- I would like to have a direct reporting function to the NFRMPO Policy Council called out in the goal
- open forum to coordinate and collaborate

Provide an open forum to coordinate, collaborate, and align regional bicycle and pedestrian infrastructure, best practices, and performance measurement.

**Objective 1:** Develop a network of professionals that share expertise and support regional coordination of bike and pedestrian infrastructure.

- HAAD infrastructure
- Add alignment - ....regional coordination and alignment of bike....
- Having specific a community membership goal or requirement would help give more weight to the group as a whole
- network of professionals and citizen advocates who share their experiences and expertise in support of reg'l coordination

Develop a network of professionals and citizens to share experience and expertise to align efforts and facilitate regional coordination of bicycle and pedestrian infrastructure.

**Objective 2:** Meet regularly to update bike and pedestrian project status and coordinate future projects.

- Meet regularly to track progress towards construction of regionally significant bicycle corridors
- HAAD projects
- Add align - .....and coordinate and align future....
- I agree and would like to add a requirement to report directly to Policy Council for all bike/ped projects
- meet regularly to update, coordinate and learn

Regularly provide updates and measure progress toward the NFRMPO's Regional Non-Motorized Corridors (RNMCs) and other regional projects, coordinate and align future efforts, and learn from ongoing successes and failures.

**Goal II: Promotion** – Promote investments in new bike and pedestrian infrastructure.

- HAAD transportation infrastructure

- and have official authority to provide project recommendations to Policy Council
- Promote awareness of and understanding of benefits (phy, econ, env, soc). Promote use
- We may have matured enough as a group to begin prioritizing projects
  - We may even want to prioritize projects that aren't shovel ready to hopefully accelerate development. This is to say this project has regional support and attention
  - Prioritize can just be high, medium, low and not number rank
- Should strategic planning be its own goal or at least be called out somewhere?

Promote investment in, and use of, bicycle and pedestrian transportation infrastructure.

**Objective 1:** Partner to support new bike and pedestrian projects.

- Highlight the regional benefits of a project through letters of support from the region

Partner to support new bicycle and pedestrian projects with a unified voice.

**Objective 2:** Represent regional bike and pedestrian interests to the North Front Range and other transportation planning agencies.

- Report annually to NFRMPO Planning Council regarding committee progress.
- should be changed to cover both representation and recommendation functions to the North Front Range MPO not just North Front Range

Represent regional bicycle and pedestrian interests for the NFRMPO and other transportation planning agencies, and regularly report progress to the NFRMPO Technical Advisory Committee (TAC) and Planning Council.



**Objective 3:** Advise the NFRMPO TAC and Planning Council during plan, project, and program development, and the biennial Call for Projects.

**Goal III: Education** – Share information that leads to greater bike and pedestrian connectivity.

- A slight reword "Share information that leads to greater connectivity of infrastructure for bicyclists and pedestrians."
- bike and pedestrian networks
- I would add something about safety here. Much of the education about bike/ped relates to safety.
- I feel like #9's statement should actually be the "education goal" statement as it feels out of place with "promotion" goal considering there is an "education" goal.
- Share information and best practices that lead to increased connectivity

Share information and best practices that lead to improved quality, safety, and connectivity of bicycle and pedestrian infrastructure across the region.

**Objective 1:** Interact with experts or share studies that identify the economic development and health and safety benefits of biking and walking.

- We need to identify topics of interest for the region and bring in experts to present/create dialogue

Interact with experts and share resources that identify the multi-faceted benefits of biking and walking and investing in bicycle and pedestrian transportation.

**Objective 2:** Coordinate an event to educate the public.

- I think this needs to be more specific. Coordinate an event annually? monthly? And is this about the general public or a more specific audience?
- Suggestion: Coordinate event(s) that educate the public on the importance of bike and ped accommodation.
- As a group, we need to decide whether we are going to offer seminars, workshops, summits or conferences. Do we keep this or remove it?
- Are we really in this group to make events or to be experts at events that others are hosting? Coordinating events is a really time consuming activity that may be better spent being experts at other people's events (unless the group collectively feels like there are not enough events that are addressing bike/ped in the area in which case I'm fine with this).
- Coordinate one event annually with member communities to promote bicycling and/or walking
- to educate and engage
- Our efforts have been geared more towards peer bike/ped professionals, engineers, potential funders, elected leaders rather than general public.
- Coordinating events to engage elected leaders could be most efficient

Coordinate an event annually to engage and educate elected officials, technical staff, and other community leaders

**Objective 3:** Provide expertise related to bike and pedestrian planning, design and maintenance best management practices.

- Who are we providing this to? Is it internal? External? both?
- To whom? In what format? This is where I think it'd be helpful to have some standardized comments or statements that we can all use across the board in conversations/development review/whatever.
- How should this be performed? Have a panel to review questions or have individuals take on questions as experts?
- Like it as is because it establishes the group as a technical resource

Provide expertise on bicycle and pedestrian projects, programs, and processes to technical staff and community leaders as a unified voice.

**Objective 4:** Share grant opportunities and details.

- I would like to see regional collaboration on grants more often.
- It'd be great to see more collaborative grant entries.
- and coordinate application for member communities to secure grants

Share grant opportunities and coordinate application amongst relevant member agencies.

**Objective 4:** Educate & encourage local government agencies and elected officials to actively support investments in regional bike and pedestrian infrastructure.

- Add "state and regional agencies"
- Maybe we could have some standardized talking points so all members are more/less using same language in their education/encouragement convos (?).
- Should have a minimum of an annual brainstorming session with NFRMPO PC
- investments vs. funding?

Educate & encourage local, state, and regional government agencies and elected officials to actively support investments in regional bicycle and pedestrian infrastructure.

**Goal IV: Measure Growth** – Measure growth of bike and pedestrian infrastructure across the region.

- Doesn't say how or the purpose. Do we publish a report? Maybe this is more about tracking progress of implementing the NFR bike/ped plan?
- We also track mode share and bike-ped usage of specific facilities.

- I think we're doing a good job of this; it'd be great if we could all use the same measurement techniques to aggregate the data across the region. Do we have that yet?
- Should use 2016 Non-Motorized Plan as basis and possibly adopt more aggressive regional goals to get our regional trails from Wyoming south to NFRMPO border
- Measure growth and usage/demand
- Group agree the the region isn't tracking things uniformly and the region could benefit from a "count data dashboard" that gives agencies

Measure growth of bicycle and pedestrian infrastructure and usage across the region.

**Objective 1:** Track the implementation of bicycle and pedestrian regional plans, including, but not limited to, the NFRMPO's *2013 Regional Bicycle Plan* and the *2016 Non-Motorized Plan*

- RTP and a GIS layer of current and future planned infrastructure.
- I'm not sure we've done this. Maybe we just delete this objective.
- We only seem to track the regional bike plan so....do we modify this objective to be more realistic or this aspirational?
- Who is tracking this and where is it stored/kept?
- maybe call out 2016 Non-Motorized Plan directly?

Develop standard methods to track the implementation of the NFRMPO's *2013 Regional Bicycle Plan* and *2016 Non-Motorized Plan*.

**Objective 2:** Measure and regularly report construction of bicycle and pedestrian infrastructure and its usage to the NFRMPO TAC and Planning Council