



NoCo Bike & Ped Collaborative: Values and Operating Principles

Vision Statement

Safe, convenient and cost-effective bicycle and pedestrian network for people of all ages and abilities across Northern Colorado.

Mission Statement

Advancing connectivity of bicycle and pedestrian networks in Northern Colorado for recreation, transportation and economic development through coordination, promotion, and education.

Goals and Objectives

Goal I: Coordination – Provide an open forum to coordinate, collaborate, and align regional bicycle and pedestrian infrastructure, best practices, and performance metrics.

Objective 1: Share experiences and expertise, align efforts, and facilitate regional coordination of bicycle and pedestrian infrastructure.

Objective 2: Regularly provide updates and evaluate 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 investment in bicycle and pedestrian transportation infrastructure.

Objective 1: Partner to prioritize and elevate new bicycle and pedestrian projects.

Objective 2: Represent regional bicycle and pedestrian interests to the NFRMPO and other transportation planning agencies.

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

Goal III: Education – Share information and best practices that lead to improved safety and connectivity of bicycle and pedestrian infrastructure across the region.

Objective 1: Engage experts and share resources identifying the multi-faceted benefits investing in bicycle and pedestrian networks.

Objective 2: Coordinate or support an event (conference, workshop, training, etc.) annually to engage community leaders and other important stakeholders.

Objective 3: Provide expertise on bicycle and pedestrian projects, programs, and processes.

Objective 4: Share grant opportunities and coordinate applications among relevant agencies and organizations.

Objective 5: Educate & encourage local, regional, and state leaders to actively support investments in regional bicycle and pedestrian infrastructure.

Goal IV: Measure Growth – Measure growth of bicycle and pedestrian infrastructure and usage across the region.

Objective 1: Develop standard methods to track the implementation of the NFRMPO's 2013 Regional Bicycle Plan and 2016 Non-Motorized Plan.

Objective 2: Report progress to the NFRMPO TAC and Planning Council.

Membership Structure

The NoCo Bike & Ped Collaborative (NoCo) is composed of staff and elected officials from the NFRMPOs member agencies, NFRMPO staff, state partners, and other partners, regardless of affiliation or location, who are interested in helping achieve the group vision.

Voting Membership

Defined voting representation allows NoCo to make formal recommendations to the NFRMPO TAC related to funding intended for eventual NFRMPO Planning Council Action when group consensus cannot be achieved. Representation, as shown in **Appendix A**, includes all NFRMPO member agencies, with up to two votes allocated to larger agencies. In addition, the following agencies, organizations, and industries will have a vote to ensure adequate representation from a variety of partners in active transportation: CDOT staff, mobility advocates, safe routes to school (SRTS) / school district representatives, transit providers, Colorado State University (CSU) representatives, University of Northern Colorado (UNC) representatives, business community / economic development representatives, and health care providers.

The voting membership structure will be reviewed every three years; each time voting membership is updated, the rationale and background determined by the committee will be documented. This structure creates a total of 32 votes, 20 representing NFRMPO member agencies and 12 representing outside partners. Each voting member will be allowed a designated alternate, who will only vote on action items if the member is not present.

Appointments

Initial appointments to voting seats will be recommended by consensus by NoCo, with consideration given to recent attendance at meetings and demonstrated interest. NoCo will send a recommendation to the agency holding each voting seat asking them to confirm the appointment. If a voting party has not historically attended meetings regularly, NoCo will request the agency appoint a representative. The appointments will be revisited annually, with NoCo making appointment recommendations to voting agencies and giving favor to regular attendance and demonstrated interest.

Non-Voting Membership

Any meeting attendee not representing a voting seat as shown in Appendix A is encouraged to participate in all discussions as a Non-Voting Member. Whenever an official vote is called for, voting members may abstain and participate as a Non-Voting Member.

Leadership

NoCo will maintain a Leadership Team of 3-5 members plus an NFRMPO staff member. Composition of the leadership team will be based on interest and capacity. The Leadership Team will be tasked with:

- Coordination and creation of agenda items, executive summaries, and minutes
- Meeting facilitation
- Periodic conference calls (as needed)
- Regular attendance and reports at monthly NFRMPO TAC meetings (2-4 per member per year), with quarterly reports at a minimum
- Biannual reports at the monthly NFRMPO Planning Council meetings (based on agenda, availability, ongoing initiatives, and meeting host agency)

Decision Making Process

On most matters, NoCo will strive for decision by consensus. Formal recommendations related to funding intended for eventual NFRMPO Planning Council Action will be held by vote according to the structure in **Appendix A**. Other recommendations pertaining solely to committee activities, interim work products, or otherwise non-controversial matters may be achieved either by consensus or vote. To be eligible to vote, NoCo Voting Members must have had a representative attend at least three meetings in the past year. Votes are approved by a simple majority of those in attendance but if a vote is close, the voting split shall be communicated along with the recommendation. Voting or scoring norms may be changed on a case-by-case basis if there are concerns regarding conflict of interested or overrepresentation of a community. There must be a minimum attendance of 10 to vote on an item. NoCo will revisit its scoring norms with each NFRMPO Call for Projects.

Meeting and Reports Schedule

Meetings and Events

NoCo is scheduled to meet the second Wednesday of every month from 10:00 a.m. to 12:00 p.m. Meetings will be held virtually until further notice via the NFRMPO GoToMeeting account. When state and county regulations allow, meetings will be held in-person at the Windsor Community Recreation Center (250 11th St. Windsor, CO 80550) and the group will try to maintain a virtual meeting option. Workshops, trainings, and other events may be held in lieu of or in addition to regular meetings. Additionally, NoCo may convene subcommittees as needed for various initiatives, based on member interest and capacity. The NFRMPO will staff and support NoCo through the development and mailing of agendas and supporting materials. All NoCo meetings and meeting materials will be open to the public.

Reports

A member of the Leadership Team (or others depending on interest and availability) will attend each monthly NFMPO TAC meeting (second Wednesday of the month from 1:00 p.m. – 3:30 p.m. virtually or at the Windsor Community Recreation Center) to provide a monthly update of NoCo’s work and report relevant information back to NoCo. A member of the Leadership Team will also attend two NFRMPO Planning Council meetings each year (first Thursday of the month from 5:00 p.m. – 8:30 p.m. at varying locations) to provide a biannual update of NoCo’s work.

The Leadership Team will also develop an Executive Summary each month to be included in the TAC and Planning Council meeting packets.

Funding

NoCo operates on the time and resources generously donated by Voting and Non-voting members. Should NoCo require funding for an event or generate revenue from an event, members will try to identify a short-term fiscal agent based on interest, organizational capacity, and parties involved in the event. The fiscal agent will agree to use any revenues from the event to support a future NoCo event or use them locally in a manner consistent with NoCo’s mission. At a later date, NoCo will explore options through its members to identify a permanent fiscal agent.

Appendix A

NoCo Bike & Ped Collaborative Voting Membership Structure	Voting Seats
NFRMPO Member Communities	16
Berthoud	1
Eaton	1
Evans	1
Fort Collins Park Planning and Development FC Moves	2
Garden City	1
Greeley Natural Areas and Trails Public Works	2
Johnstown	1
LaSalle	1
Loveland Open Lands and Trails Public Works	2
Milliken	1
Severance	1
Timnath	1
Windsor	1
NFRMPO Member Counties	4
Larimer County Natural Resources Health and Environment	2
Weld County Public Works Public Health and Environment	2
State	3
Colorado Department of Transportation (CDOT) - Statewide Bicycle and Pedestrian Section, Planning Section, or Region 4	1
Colorado Department of Natural Resources (DNR)	1
Colorado Department of Health and Environment (CDPHE)	1
Other Organizations / Agencies	9
Mobility Advocate - representing older adults and individuals with disabilities	1
Bicycle and Pedestrian Advocate	1
School District Representative	1
Transit Provider	1
Colorado State University Representative	1
University of Northern Colorado Representative	1
Business Community / Economic Development Representative	1
Law Enforcement / Public Safety	1
Health Care Provider	1
TOTAL	32