

CITIZEN TRANSPORTATION ADVISORY BOARD

The Citizen TRANSPORTATION Advisory Board met November 18, 2024.

- I. Thomas Donkle Called the meeting to the order at 3:05 Pm.
- II. Roll Call – Board members present: Thomas Donkle, Jimmy Jones, Jim Riesberg, James Bailey, Steve Teets, Wendi Young, and Bart Smith.
Absent: Ally Johnson.

City staff included Michelle Johnson, Hannah Feldman, Bhooshan Karnik, Steven Younkin, Paul Trombino, Bobbier Cranston and Stacey Aurzada.

- III. Approval of minutes – the minutes from September 23, 2024, and October 28, 2024, were approved by a motion and unanimous vote of the board members.
- IV. Public comment: No comment.
- V. Staff report:
 - City Attorney Update: **Boards and Commissions Legal overview**
 - Stacey Aurzada and Bobbier Cranston from the City Attorney's office presented on the Boards and Commissions – Legal Overview.
 - City Attorney's office are attorneys of the Board and Commissions' members. The authority for the city's office comes from the City Charter.
 - **The City Charter** establishes the office of City Attorney and the position of City Attorney. This gives a direction about what they are allowed to do and not able to do.
 - **Title 2, Article IV of the Greeley Municipal Code:** General advisor to the City Council, boards, commissions and City officers concerning City business. The code also tells the City Attorney office who their clients are such as City Council, City boards and commissions, department directors and their designees.
 - The city charter authorizes the creation of the boards and commissions by citizen votes or by an ordinance passed by the City Council. As part of the creation of boards and commissions the City Council appoints board members and may remove board members as well.
 - There are three different types of boards and commissions:
 - Advisory Boards Commissions: an example of that is CTAB
 - Quasi-Judicial Boards and Commissions: have authority to hold formal hearings, accept testimony and issue decisions. Decisions are appealable
 - Authorities: Created by the State stature and act independently of the City.
 - In the code there is basics for how boards should operate for example meet regular or in special meetings, they are protected by the Robers rules order, and there's always a staff liaison that assist with handling, meeting logistics and providing administrative support.

- Jim Riesberg asked if the new Housing Board will be county or city function, Bobbier responded it will be a separate. There is a Greeley housing authority and a county housing authority and there's an agreement that occurred about 20-30 years ago that allowed those 2 authorities to have the same staff to operate the functions. However currently Weld County decided to separate that staffing, and the board will operate completely separately.
- Council created a new board called Housing for all Board and it will be considered an Advisory board.
- **Colorado Open Meetings Act:** It is a Colorado State law that applies to all of our board and commissions, and city council. It says that any meeting is required to be noticed to the public and open to the public.
- **What is a meeting:** The law tells us that any gathering of 3 or more members convened to discuss public business either in person, phone or electronic. Board members need to be careful about what city business they are talking about and have to be really careful with texting and emailing.
- The open meetings act requires for meetings to be open to the public, requires notice of the meeting and agenda to be published 24 hours in advance and requires minutes of the meeting to be taken.
- **Government Ethics:** Board and Commission members are subject to the State gift ban (Amendment 41) may not accept gift in excess of \$75 per year unless the gift is from a personal relative or friend, a gift of admission and cost of food at an event where the member is speaking, it is trivial value and unsolicited or just a token of appreciation.
- **Conflict of Interest:** Occurs when the member, personal or financial interests conflict with their office responsibilities. Pay attention to the possibility of conflict or interest and go to staff liaison or speak with the City Attorney's office if needed.
- Steve Teets asked for an example of that conflict and Stacey gave an example of conflict for CTAB would be if someone did road work of some sort like asphalt and if one of the things the board is tasked to do is overlook the while plan for what is going to happen in the city that year and talking about a specific contract. If that contract is with their employer that would be a conflict, and the board member would then have to recuse themselves and step out of the room to avoid any impropriety like giving hints to people with your eyes.
- **Greeley Municipal Code:** The chart or code says the purpose of CTAB is to provide direct citizen involvement in matters affecting city's transportation services traffic and transportation-related activities such as the transit system, inter-city transit, transportation demand activities and traffic safety, planning and improvements. CTAB members consists of 7 members, 6 are appointed by the City Council and 1 appointed by Evans City Council.
- Bart Smith asked if the state provides seminars or trainings for city attorneys. Stacey said the best resource they have is CML and they do a good job with training. They have elected official trainings, but they also have attorney specific seminars. The Colorado Bar Association has vastly improved in the last few years, and they have different seminars every month about certain things.

- CIP Update: Written Report
 - **Merge Project:** Staff and CDOT were scheduled to present on November 20, 2025, at the CDOT Denver headquarters for the transportation commission and the workshop on that project. If everything goes well it should be on the December 18, 2024, Transportation Commission meeting.
 - We have received the FHWA authorization to basically start spending dollars on this project and once we have a consultant under contract, we will have to let them know what the actual fee the contractor has negotiated and at that time they will give us an email authorizing to spend the dollars for this project.
 - The ballot initiative 2L and 2M both passed, and we have scheduled a meeting with the US Department of Transportation's Build America Better Bureau on December 3, 2024, to discuss the next steps. This discussion will be more of a financial discussion than a technical discussion to understand what process we need to do.
 - Tom Donkle asked what we anticipate is going to happen with that build back better with administration change. Bhooshan Karnik TIFIA shouldn't go away as it has been here since 1994, and they may change the funding scenarios such as go away with competitive grants and do more like block grants to the States.
 - Staff also has a meeting with FHWA and CDOT to final the environmental scoping documents.
 - RFQ (Request for Qualification) are more or less done and should be published after the Thanksgiving holidays.
 - **16th Street Enhancements Project:** Water and Sewer Department has a contractor on board and utility work started on November 18, 2024.
 - Public Works plans to bid the surface work sometime in April/May timeframe and will be finishing bulk of the work by August.
 - Steve Teets asked when will ditch 3 work from Water and Sewer will be done. Bhooshan Karnik answered that work is happening now and it should be done by March. Then November 2025 we will be doing the alley crossing to connect 16th St all the way up to 15th St.
 - Tom Donkle asked if when the ditch is closed from November to March will it be pedestrian access or vehicular. Bhooshan Karnik and Will Jones said it will be pedestrian only because it is so narrow.
 - **9th Street and 8th Street Plaza Design:** Public Works is exploring the potential streetscape redesign on the downtown plaza. We have engaged with DDA, business owners and property owners. Now that we know their concerns we will guide the design process accordingly.
 - Design goals include connect 8th & 9th Street Plazas to adjacent spaces, active public space, create a variety of spaces for gathering and to support flexible programming and enhance infrastructure systems.
 - We are coordinating with CPRD to ensure designs for the Plaza and Lincoln Park are cohesive.
 - Tom Donkle asked when they will see the design and Will Jones said he thinks by January.

- Steve Teets asked what the purpose on changing 8th Street and 9th Street is again. Will Jones said a lot of it has to do with maintenance for example the concrete planters that are starting to fall apart and the bricks downtown are no longer made.
- Jimmy Jones asked if we are able to help determine the method of delivery for the merge project like if it is a design build or big build. Bhooshan Karnik said yes, they had a very good kick off meeting with them and we had already talked to CDOT about it. We went with the CMDC approach.
- **9th and 10th Street Beautification Project:** We have submitted a reconnecting to the RCP (Reconnecting Communities Pilot Program) which is a Federal Grant on September 30th, and we haven't heard back yet. Public Works will be releasing a new RFQ for the 9th & 10th Street project. There was already an RFQ released however because of the significant change in scope due to the BRT (Bus Rapid Transit) and it needs to be included in the RFQ.
- Steve Teets asked how much it will cost to do the changes for the BRT and Bhooshan Karnik said without including the stormwater component the project cost remains the 35 million dollars.
- Jim Riesberg asked on 23rd where portion of Penn Street will be closed, will the Parks department be responsible for the redevelopment. Bhooshan Karnik said the original plan was to enclose 23rd at 10th Street and make both lanes but in the last council meeting the consensus was to maintain the one ways as they are.
- **Poudre River Restoration Initiative:** Update was phase one is almost wrapping up and phase two should be starting. At the end of phase two we will be presenting to the council to present a plan and anticipated projects.
- **15th Avenue Court Underpass Project:** Survey and Geotech work is completed. We have made a design, but we want to make sure we talk to CDOT and get them on board. There is likely to be some acquisition required on the South side of 34 because of a lot that is there.
- Tom Donkle asked how the underpass will be done without eliminating the 2 houses and Bhooshan Karnik responded that is part of the challenge, but it can be done.
- Jimmy Jones asked if CDOT is planning any upgrades that could affect 15th Avenue Court underpass project. Bhooshan Karnik said CDOT has showed us their plans and if that happens, they would be tearing apart a neighborhood. CDOT philosophy has not changed they do not want to do anymore capacity expansions on US 34 or any highways. Part of the 1601 process is that they are making a commitment that there will not be a capacity expansion on the highways.
- **Pumpkin Ridge Neighborhood Connection to Sheep Draw Trail:** We got the bids, and NTP has not been issued. The contract has been issued, and work should be starting shortly.
- **Safe Streets for All (SS4A) Master Plan:** This plan was shared with CTAB, and we have a council work session presentation scheduled December 10, 2024, for support on Vision Zero Action Plan.
- Steve Teets asked what kind of grants we can get for safe street plan. Bhooshan Karnik said we already have a grant for all planning and demonstration. What we do under the planning and demonstration grant we have to tie it back to do the action plan

elements to show them that will work and what won't work. That will then enable us to go after the States for all implementation grants.

- **23rd Avenue and 4th Street/5th Street Improvement Project:** 50% design is completed, and the project will be done in two phases. The first phase is the reconstructing of the 5th street bridge over the Greeley # 3 ditch with a culvert.
- **Keep Greeley Moving:** we have already started on 2025 overlay plans and there is a website that has a link on all the work that has been done in the past.
- **US 34 Transit Service Update:** We are kicking off our monthly meeting with all the different municipalities and we have bus ordered.
- **Mobility Development Plan Update:** It is still on track for completion in early 2025 and we have a couple presentations to council and to City of Evans.
- **Airport Update:** There is an IGA that has been prepared that has been approved by both Weld County Airport and City Council.
- The IGA allows us to construction the roadway portion of connecting from County Road 47 all the way into the airport. That is where the JBS hangar will be coming in and the city will pay that portion of the roadway.
- The county will pay for all the airside improvements which include building a taxiway connecting the hangar to the main runway.
- Neighborhood safety: None

VI. Transportation: Spin

- We have launched for a few weeks now and we have seen about 660 rides in that time frame. We would like to see approximately 50 to 60 vehicles that are deployed at any time.
- We want to see one ride per vehicle per day and we are just a little bit under that, and we hope to see continued ridership bureau.
- There hasn't been a lot of complaints from the public so far and most people are excited.
- If you want to stay up to date with the project Speak Up Greeley has all the information.
- If you see any scooters tipped over or are in places, they shouldn't be there is a phone number on them to call and Spin will address that.

Engineering: **SS4A**

- Steven Younkin didn't have a new presentation, but he provided the board members with an updated report with comments from different parties.
- We are looking for some kind of measure of support in favor of the proposal.
- Jim Riesberg asked when they can start having public meetings and start sharing the Vision Zero documents publicly. Bhooshan said as soon as the agenda is published for the council meeting on December 10, 2024.

- Tom Donkle asked the board members for a motion for CTAB to express support for the City of Greeley for Vision Zero. Support from CTAB was approved by a motion from Jimmy Jones. Second by Bart Smith and unanimous vote of the board members present.

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VII. Director's report: **Ballot Results and plans going forward**

- Ballot results both passed and with that we have a source of funding that basically funds the entire project.
- We will not stop going to for more funding and will be the task for the next consultant scope.
- We have a meeting scheduled with CDOT for the Transportation Commission on December 20, 2024. It will be put on the December 18, 2024, agenda for council and City of Greeley will be delivering the project.
- We will be delivering the project as the lead agency because 93% of the project funding is the City of Greeley funding. The grants are reimbursable which means the city has to put the money up before the grants can reimburse us back. We are direct recipients on the Federal Government, and we don't have to have a required goal.
- RFQ will be issued after the environment scoping meeting with the Federal Government on November 19, 2024. We will probably get a consultant on board by January or February.
- June or July timeframe we will issue an RFQ for a CNGC and each stage as an RFQ is issued we will have to go back to the feds and ask for pre-approval until the point of the first package is ready for construction.
- While that is happening in parallel, we will be working with the Build Back Better America Act to get the TIFIA Process.
- One of the requirements of the initiative was to have a separate citizen committee to look after how the funds are spent, and we are going with a combined approach with the Citizens Budget Advisory Committee and the Citizens Transportation Advisory Board.
- The Raise Grant requires us on September 30, 2028, to be the drop-dead date by which we have to obligate the grant, and we have to sign the agreement with the Federal Government.
- Steve Teets asked what kind of grants we could possibly apply for in the future for this project. Bhooshan Karnik said we are still waiting to hear back on the rural grant part of the MPD. There is also a grant for NAAPME (Nonattainment Area Air Pollution Mitigation Enterprise) that has been established by CDOT for this North Front Range area and because we are a nonattainment area, and it is certainly a grant that we are going to apply for.

VIII. New business:

- Tom Donkle would like to get authorization or agreement from the board to get with Will and staff to start setting some goals for next year into 2025 for the board.

IX. Round table & Proposed agenda items for January 27, 2025:

- Parking/ Lincoln Park/Downtown Plaza update
- Update on the big projects out West
- Update on committee that Wendi was assigned to

X. The meeting adjourned at 4:32 pm

Respectfully Submitted

Thomas Donkle
Chairman



Date

1/27/2025

Lesley Fuentes

Recording Secretary



Date

1/27/2025

