

Statewide MPO Meeting Notes

May 20, 2016

1-2:30 p.m.

CDOT HQ Room 159

Present: Metropolitan Planning Organizations: Denver Regional Council of Governments (DRCOG) -Steve Cook; North Front Range MPO (NFRMPO) - Becky Karasko; Pikes Peak Area Council of Governments (PPACG) - Craig Casper; and Pueblo Area Council of Governments (PACOG) - Scott Hobson and John Adams. CDOT Division of Transportation Development (DTD): Jeff Sudmeier, Michelle Scheuerman, Marissa Gaughan, Mike King, Michael Snow, and Gail Hoffman. CDOT Transportation Performance and Asset Management Branch - William Johnson and Darius Pakbaz. CDOT Information Management Branch - Erik Sabina. FHWA: Bill Haas and Aaron Bustow. Regional Planners (via telephone): Danny Herrmann, R1; Wendy Pettit, R2; and Mark Rogers, R3.

Future Meetings (Discussion) - MPO Staff

- The next meeting might be Thursday, June 2, with North Front Range MPO hosting in Fort Collins.
- Not all the MPO members have been polled yet about the next location and date.

MPO / FHWA Updates (Discussion) - MPO and FHWA Staff

- DRCOG: Safety documents have been completed that will raise public awareness of safety issues. The Unified Planning Work Program (UPWP) is being revised. Aspects of the 2040 Metro Vision, the parent document for the long-range transportation plan, are being redone. The Transportation Improvement Program (TIP) Report will be looking at what happens before and after a highway project is complete or a transit line added compared to predictions. The MPO also is working on updating its air quality conformity findings for the next two years.
- NFRMPO: All the tasks in the Unified Planning Work Program (UPWP) and the budget have been approved. The Transportation Advisory Council is conducting a call for projects, with increased attention to equitable distribution across project types. The website also is being redone.
- PPACG: The 2040 long-range plan will be amended and the 2017 Transportation Improvement Program (TIP) will be approved on June 15. The UPWP will be either amended for 2017 or made into a separate 2017 document. The schedule for undertaking the next long-range plan, called the 2050 Plan, is being worked on. PPACG is working with a vendor on new ways to do safety analysis for project selection. The transportation staff has two new members: Jennifer Valentine and Kevin Bayes. Kevin attended the April Statewide MPO Committee meeting.
- PACOG: PACOG has a new transportation program manager, John Adams, who was introduced to the group. The long-range plan is set for adoption on May 26. The tasks in the UPWP are being reviewed to see which ones need to be revised. With the addition of John Adams, the staff has three full-time members.
- FHWA: FHWA met all of its objectives for the year, although not necessarily the targets. Federal planning regulations should be issued before the end of May.

CPG Contracts (Informational) - Marissa Gaughan, DTD

Marissa informed the MPOs of what needs to happen in order for the MPOs to be able to execute their new Consolidated Planning Grants by October 1, 2016. The PowerPoint slides she presented (**Attachment A**) are attached at the bottom of these notes.

Timeline

The following timeline was proposed in order to meet an October 1 contract execution date:

- June: The revised UPWPs should be submitted in early June; the statements of work for the major tasks can wait until the end of June. If the MPO boards haven't adopted the UPWPs, the MPOs will submit a full UPWP in July or when adopted, but will still submit the statements of work in June so that CDOT can create the project and begin the budgeting process
- June/July: DTD creates projects in SAP and attaches the MPO statements of work
- July 15: DTD advance-budgets projects for the MPOs and FHWA approves budgeting the project
- July 31: DTD creates shopping carts in SAP
- August 31: CDOT Procurement sends out contracts for MPO signature
- Sept. 15: CDOT asks the MPOs to return signed contracts to CDOT by this date
- Sept. 30 or before: Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) send letters to all MPOs approving their UPWPs for funding on Oct. 1
- October 1 - Contracts are executed
- For FY 2018, the schedule should be moved up a month for each step.

CPG Scope of Work

- Unlike the MPO UPWP, the MPO scope of work (SOW) should only show the funds that are to be contracted; the SOW should be based on the UPWP, but allow more flexibility. For instance, the actual amounts that are contracted often differ slightly from what was estimated in the UPWP.
- SOWs also allow CDOT to begin "advance budgeting" the projects so that contracts are executed sooner. Advance budgeting means CDOT uses state money to fund the MPO contracts until federal reimbursement funds become available. FHWA and FTA usually approve the UPWPs by the end of September; CDOT uses the SOW to begin the contracting process in June.
- The SOW should include a funding table such as depicted below:

Funds Source	Federal	Local	Total Funds
<i>FY 2016-2017 CPG Contract</i>			
FY 2016 CPG	\$2,000,000	\$415,750	\$2,415,750
Contract Total	\$2,000,000	\$415,750	\$2,415,750
<i>FY 2016-2017 CPG Contract Amendment 1</i>			
Carry-over from FY 2014-2015 CPG	\$200,000	\$41,575	\$241,575
Contract Amendment Total	\$200,000	\$41,575	\$241,575
<i>FY 2016-2017 CPG Contract Amendment 2</i>			
FY 2017 CPG	\$2,000,000	\$415,750	\$2,415,750
Contract Amendment Total	\$2,000,000	\$415,750	\$2,415,750
Total Contracted Funds	\$4,200,000	\$873,075	\$5,073,075

- SOW funding tables do not need to include planning funds beyond what is being contracted nor a complex breakdown of funding by task.
- If FHWA and FTA don't approve the MPO UPWP by Oct. 1, the MPO will not be eligible for reimbursement for planning activities under the contract until the UPWP has been federally approved. Changes made to the UPWP that affect the SOW will require the MPO to submit a revised SOW.

In-Kind

- In-kind contributions of staff, materials, or other items that are intended to be used toward the local match must receive FHWA/FTA approval by the end of May for FY 2016-2017.

Performance Measures (Informational) - William Johnson, DTD

- William reviewed initial CDOT comments on the proposed federal MAP-21/FAST Act rules that cover system performance of the National Highway System (NHS), freight movement on the Interstates, and Congestion Mitigation and Air Quality (CMAQ) traffic congestion and mobile source emission.
- He urged the MPOs to comment on CDOT comments or get their own comments to [Tim Kirby](#) of DTD by June 17 so that CDOT and the MPOs can provide a unified front in reacting to the proposed rules. William said he recognizes that some MPOs will want to comment separately as well.
- Among other things, CDOT comments were on:
 - The need for a consistent data source for system performance;
 - Final authority for setting targets for MPOs (CDOT or MPOs?);
 - Concerns about having the first performance report due by October 1, 2016;
 - Questions about calculation of system performance measures;
 - Consideration of using traffic volumes for small time bins of 5 minutes or more; and
 - A suggestion that the American Community Survey might be a more accurate measure for population than the decennial census for calculating congestion, especially for states like Colorado that have experienced rapid growth since the last census.

MOA Template (Discussion) - Marissa Gaughan, DTD

The following changes were suggested to Section G. Performance Regulations, the last section of the CDOT-MPO Memorandum of Agreement template to be worked on:

- Page 9, first bullet: Insert "long-range" before transportation plans to differentiate long-range plans from the many other plans MPOs undertake
- Page 9, second paragraph: Add "23 CFR 490" after the statutory citation to cover the new section of federal regulations when they become final

FY 17-21 Allocations (Informational) - Jeff Sudmeier, DTD

- Funding allocations for all the MPOs were distributed at the meeting and later; they were for FY 2016-2017 through FY 2019-20 for Surface Transportation Program - Metro, CMAQ, TAP, and Metro Planning. (See the allocation tables, **Attachments B, C, and D** below.)
- The updated allocations reflect updated revenue projections based on the FAST Act.

Other Business

- The Denver metro area will have two Telephone Town Halls to better accommodate for the diverse population center. These town halls will be hosted by Transportation Commission members and the Regional Transportation Directors around the state, and will begin in June.



Attachment A -CPG
Presentation for Ma



Attachment B- FY
17-21 MPO Allocatic



Attachment C- Pass
Throughs FY 2016-1:



Attachment D -
Breakout.pdf