**NATA Board Meeting Minutes**

**January 27, 2022**

**7:30-9:00am**

**Zoom Virtual Meeting**

[**Meeting Recording**](https://www.youtube.com/watch?v=W17-FNE23yI&t=2822s)

**NATA Members (who signed in)**

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| **Deb Durand** | AC-REP | **Joan Peck** | Longmont Mayor |
| **Lynn Baca** | Adams Cnty Commissioner | **Phil Greenwald** | Longmont Staff |
| **Steve O’Dorisio** | Adams Cnty Commissioner | **Meredith Leighty** | Northglenn Mayor |
| **Chris Chovan** | Adams County Staff | **Julie Mullica** | Northglenn Council |
| **Janet Lindquist** | Adams County Staff | **Sara Dussenberry** | Northglenn Staff |
| **Greg Mills** | Brighton Mayor | **Jenny Willford** | Northglenn Staff |
| **Chris Montoya** | Brighton Staff | **Brook Svoboda** | Northglenn Staff |
| **Guyleen Castriotta** | Broomfield Mayor | **Karen Stuart** | SCMN |
| **Sarah Grant** | Broomfield Staff | **Carson Priest** | SCMN |
| **Benjamin Huseman** | Commerce City Mayor | **Tammy Herreid** | SCMN |
| **Joe Wilson** | Commerce City Staff | **Jessica Sandgren** | Thornton Mayor Pro Tem |
| **Brent Soderlin** | Commerce City Staff | **Julia Marvin** | Thornton Council |
| **Todd Fessenden** | Erie Staff | **Kent Moorman** | Thornton Staff |
| **Malcolm Fleming** | Erie Staff | **Nancy McNally** | Westminster Mayor |
| **Tim Williams** | Federal Heights Staff | **Debra Baskett** | Westminster Staff |
| **Kevin Ash** | Frederick Staff |  |  |

**SCMN Members (who signed in)**

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| **Sam Taylor** | Broomfield Chamber | **Stephen Pouliot** | Michael Baker Intl. |
| **Neal Goffinet** | FHU | **Myron Hora** | WSP |

**Agency Partners (who signed in)**

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| **Andy Stratton** | CDOT | **Vince Buzek** | RTD Board |
| **Jessica Myklebust** | CDOT | **Troy Whitmore** | RTD Board |
| **Julie George** | CDOT | **Shelly Cook** | RTD Board |
| **Danny Herrmann** | CDOT | **Erik Davidson** | RTD Board |
| **Tom Magenis** | CDOT | **Mark Clendennen** | RTD |
| **Jan Rowe** | CDOT | **Michael Davies** | RTD |
| **Jordan Rudel** | CDOT | **Henry Stoppelkamp** | RTD |
| **Ron Papsdorf** | DRCOG | **Dave Jensen** | RTD |
| **Debra Johnson** | RTD General Manager | **Pauline Haberman** | RTD |

**Guests (who signed in)**

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| --- | --- | --- | --- |
| **Meghan MacKillop** | CML | **Randy Grauberger** | Quandel Consultants |
| **Jerry Mugg** | HG Consultants |  |  |

1. **Welcome - Chair Jessica Sandgren – Thornton Mayor Pro Tem**

*Chair Jessica Sandgren welcomed participants.*

1. **Approval of December 16, 2021 NATA Meeting Minutes**

*Motion to approve the minutes was made by Mayor Guyleen Castriotta seconded by Mayor Nancy McNally and approved unanimously.*

1. **Approval of Treasurer’s Report and 2022 Proposed Budget**

*Mayor Mills* – The anticipated operating fund for NATA in 2022 is $36,765 and the 2022 expenditures, including a reduced NATA Administration Fee to Smart Commute due to a smaller scope of administrative needs, total $32,500 leaving a remaining operating balance of $4,265.54 for the year.

*Debra Basket –* The invoices have been sent to the Westminster finance department and they should be making their way to each of your jurisdictions soon.

*Motion to approve the 2022 Proposed Budget was made by Mayor Nancy McNally seconded by Commissioner Lynn Baca and approved unanimously.*

1. **NATA 2021 Year in Review**

*Karen Stuart –* NATA sent five position letters in 2021, with a couple of those going to Transportation Secretary Buttigieg. In 2021, NATA had between 45-65 representatives on each call and has really become a legitimate stakeholder in all things transportation thanks to your participation and engagement. NATA also heard presentations from a variety of entities including RTD, CDOT and DRCOG throughout 2021. (*A full list of each position letter and presentation was reviewed*.) A lot of accomplished in 2021, and the amount of information that comes out of these NATA meetings allows us to focus in on what to actively advocate for and what to keep our eye on in the long term. We also updated the NATA mission statement, shared values, and mater projects list in 2021. Thank you to our RTD Directors who join us monthly to give us an update from their perspective.

1. **Smart Commute 2021 Year in Review**

*Carson Priest –* SCMN’s Board of Directors in 2022 consists of twelve members including business leaders, local non-profit advocates, and elected officials. SCMN served 157 employers in 2021 representing 29,000 employees and served all 13 NATA jurisdictions representing over 720,000 residents in the north metro area. Earlier this summer, SCMN was awarded a grant to create 3 videos focused on mental, physical, and ergonomic wellness for teleworkers. Those videos featured an expert in the field and totaled 33 minutes containing 13 easy tips. SCMN’s eBike program, started earlier in 2021, has featured over 13,000 minutes biked over a total of 2,015 miles adding up to a total of 4,400 pounds of CO2 saved. The program has featured over 300 interactions with 138 unique eBike inquiries. There has been a total of 11 income-qualified participants with more anticipated in a Phase 2 deployment of the program in 2022. The ongoing FlexRide program had over 28,000 riders in 2021 as of October. The program manager fielded 124 customer service calls and attended 11 outreach events talking to 58 specific individual riders. Considering waning community outreach opportunities due to COVID, SCMN launched Bike to Summer which lasted all summer leading up to BWTD in late September. This program saw SCMN staff attending 6 in-person events with 4 jurisdictions with over 7,000 impressions on social media from 80 total posts. SCMN’s social media in 2021 garnered over 22,000 impressions through just over 300 social media posts. On YouTube, SCMN uploaded 28 new videos with over 59 hours of total watch time. Over the last two months of 2021, SCMN hosted a series of 11 Rider Appreciation events at 6 major RTD N Line and Park-n-Ride stations across the north metro region. At these events, SCMN interacted with over 500 riders and recorded over 10 pages of notes that have been relayed directly to RTD staff. In November, SCMN staff was actively involved with the CDOT/RMACT TDM Conference at which, Karen gave opening comments, Carson was on the planning committee, and Catherine presented regarding data and TDM. Dating back to the end of 2020, and throughout the first half of 2021, SCMN staff was actively involved with the ETRP proposed rule via over 170 hours spent in meetings with state regulators, and 32 specific employer readiness meetings. Just recently completed, the 2021 North Metro Commuter Survey had a record number of over 2,300 responses from all 13 jurisdictions in the north metro area. The average commute distance among those respondents was 12.8 miles, and 28% of respondents are responsible for chaffering kids to and from school. SCMN operates on a budget 44% the size of the regional average for TMO’s at only $258,103.

*Councilmember Julie Mullica –* Congratulations to the work that you have done, SCMN. When it comes to engaging with our community’s transit users, you are the ones on the ground. Thank you.

*Mayor Mills –* The City of Brighton has a series of full moon bike rides with growing participation

*Carson Priest –* SCMN was able to attend a few of those Brighton bike rides, and we used those rides as a template to encourage other communities in our area to do the same.

1. **Introduction of new CDOT Region 1 Director, Jessica Myklebust**

*Karen Stuart –* I wanted to briefly introduce CDOT’s new Region 1 director, Jessica Myklebust.

*Jessica Myklebust –* Thank you, and I look forward to actively engaging with the NATA group this coming year. Please reach out to me with any questions or comments.

1. **Report on NATA Sub-Committee Meeting on the I-25/84th to 104th Improvement Project**

*Councilmember Julie Mullica –* The subcommittee, advocating for project advancement along this stretch of I-25 between 84th and 104th, met on January 18th with the intent of getting a grasp on the background of the project, where it currently stands and where it got stuck. A key outcome of this subcommittee is to come to a consensus on what the preferred alternative would be. There was a discussion about the prioritization between I-270 and I-25, and it was made clear that both projects are priorities. The next step is to meet with CDOT Region 1 staff to discuss the status of the Environmental Assessment (EA) and project alternatives in February. Beyond that meeting, the group is looking to expand to meet with RTD and state / federal representatives to build consensus.

*Karen Stuart –* I would like to see this move forward quickly, because federal highway / transit funding is becoming available and it’s essential we get on CDOT’s updated project list sooner rather than later.

1. **RTD Directors Report**

*Director Buzek* **–** RTD kicked off a new committee structure in 2022 focused on streamlining the work process within those committees. The new executive committee for the RTD Board includes First Vice Chair Lynn Guissinger, Second Vice Chair Peggy Catlin, Secretary Marjorie Sloan, and Treasurer Troy Whitmore. The System Optimization plan put forward by the Reimagine group is currently accepting public feedback. This plan will be centrally important as RTD plans for the years to come. I created two ad-hoc committees to look at RTD’s internal audit function, and the potential future impacts that TABOR will have on RTD. The N Line has had some service issues because of COVID impacted operator shortages.

*Director Whitmore* **–** The Chair of the RTD Board in 2022 is Vince Buzek. Director Davidson has become chair of the Finance and Planning committee.

*Director Cook* **–** The System Optimization Plan (SOP) is the first product of the Reimagine group with a focus on condensing service to better serve denser population centers. This means that the second product, the Mobility Plan of the Future, becomes more important for suburbs as they look for increased service. The Wagon Road FlexRide is looked to as a successful example of how to introduce suburban micro-transit.

*Debra Johnson* **–** The N Line is overseen by the FRA, and we are federally mandated to have two crew members to operate the train. This makes staffing even more difficult in the current “great resignation” climate. RTD is looking to increase wages with the union to help staffing shortages.

*Mayor Mills –* I want to recognize that we have great RTD representatives on the north side of I-70, thank you to these Directors.

1. **NATA Position Letter on RTD System Optimization Plan (SOP)**

*Karen Stuart* **–** RTD is offering the opportunity to give feedback on their proposed SOP coming out of the first phase of Reimagine. This is an opportunity to be a significant stakeholder in the process as RTD tries to change priorities for suburban ridership. Does NATA want to take a position on this SOP? The letter would be a more general response and reflect NATA’s mission.

*Chair Peck –* The SOP’s acknowledgment of lower ridership in suburban areas in a public way is a slap in the face to the areas that cannot have ridership because there is no service. I believe a statement for NATA is good.

*Commissioner Baca –* Each jurisdiction should submit their own individual level comments to the SOP, but this is a positive step for RTD. I will support what the group would like to do in terms of sending a letter.

*Mayor Castriotta –* I am ambivalent, so I will support what the group wants.

*Mayor McNally –* I welcome looking at a letter from NATA, because more feedback is better than less. Each jurisdiction can still submit their own comments.

*Karen Stuart -* I will draft a letter from NATA to RTD with comments on the proposed SOP and distribute it to NATA reps for approval.

1. **Discussion: NATA Retreat**

*Chair Peck –* The discussion here is about holding an in-person versus virtual retreat.

*Mayor Mills –* I believe we can collaborate better in-person and would suggest we do that. We have space in the City of Brighton facilities to host something like this.

*Commissioner Baca –* I am comfortable meeting in person, and we will look for space at the County to host as well.

*Councilmember Mullica –* I am comfortable having an in-person meeting because I think Omicron will be behind us. NATA was a great networking event and would like to see that come back.

*Mayor Castriotta –* What is the timeline for this retreat? We are encouraged by the downward trend in COVID cases recently.

*Karen Stuart* **–** Last year we held a retreat in April following a short NATA meeting, and it really wasn’t too late. The year before that we did it in February, in-person on a Saturday morning.

*Chair Peck –* We should schedule an in-person retreat in April based on this discussion.

*Karen Stuart –* We will collect the information about the available venues and then put out a Doodle poll to collect availability.

1. **Vote on 2022 NATA Executive Board Change**

*Chair Joan Peck* **–** I have a conflicting meeting that I must attend in-person at the same time of a majority of the NATA meetings in 2022 and propose that Vice Chair Baca take the position of Chair for 2022. *Motion to approve leadership change and 2022 NATA Executive Board was made by Mayor Pro Tem Jessica Sandgren and seconded by Mayor Nancy McNally and approved unanimously.*

1. **2022 SPC Ratification**

*Karen Stuart –* The Strategic Planning Committee (SPC) is a group that sets the agenda for the NATA meetings and consists of the Chair, Vice Chair, Treasurer, Immediate Past Chair and any two at-large members from communities that aren’t represented in the executive board. SPC is an open meeting, so anyone that’s a NATA elected official or senior staff member is free to join.

*Chair Baca* **–** This will be a big year in transportation with new funding sources becoming available. NATA will play a big role in this year.

*The 2022 SPC appointments include:*

* Chair Lynn Baca – Adams County Commissioner
* Vice Chair Joan Peck – Longmont Mayor
* Treasurer Greg Mills – Brighton Mayor
* Immediate Past Chair Jessica Sandgren – Thornton Mayor Pro Tem
* At Large Member Benjamin Huseman – Commerce City Mayor
* At Large Member Nancy McNally – Westminster Mayor

*Motion to approve 2022 SPC appointments was made by Councilmember Julie Mullica and seconded by Mayor Guyleen Castriotta and approved unanimously.*

1. **Whiteboard Discussion: Presentation Topics for 2022**

*Chair Baca* **–** Please bring any suggestions for the 2022 NATA work plan forward now. The FRPR committee applications to be a representative from DRCOG were due this week. The CO7 corridor is very important for the NATA region and interchange at I-25 North. CDOT is discussing a CO7 Mobility Hub at CO7 and I-25. We will keep an eye on state legislative issues as they arise this session. Federal infrastructure discussions will be ongoing. The Advancing Adams Transportation Plan will also be brought forward as an agenda item.

*Councilmember Julie Mullica –* Is there a need to include the 4P CDOT conversation?

*Chair Baca –* It would be good to hear the 4P discussion multiple times, both at the county level as well as at this NATA regional level.

*Karen Stuart –* Next month will be my final NATA meeting as SCMN Executive Director as I will be retiring, but I will continue to be here with my CDOT Commissioner hat on.

*Meeting Adjourned at 8:54 a.m.*