



**Meeting Agenda of the
TRANSPORTATION ADVISORY COMMISSION (TAC)
August 9, 2022
9:00 a.m.**

Zoom - <https://pueblo.zoom.us/j/94613129536>
Meeting ID: 946 1312 9536
Password: 598875
Dial by your location
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)

CDOT HQ – 5616 Wills Blvd, Pueblo, CO 81008

**Agenda items marked with * indicate additional materials are included in the packet.
Agenda items marked with ** indicate additional materials will be sent out later.**

Individuals requiring Special Accommodations should notify the City MPO's Office (719) 553-2242 by Noon on the Friday preceding the meeting.

AGENDA

- 1. Call Meeting to Order**
- 2. Self-Introductions and Public Comments (non-agenda items only)**
- 3. Approval of Minutes
July 12, 2022 Minutes*
Action Required: Approve/Disapprove**
- 4. CDOT Region 2 request(s) for PACOG MPO/TPR TIP amendment(s)
FY 2022-2025 Transportation Improvement Program
Administrative notification of Roll Forward Project Funding or TIP/STIP Policy amendment(s) in the MPO and TPR area(s) -no TAC or Board action required.*
Administrative Actions:**

Project Name: I-25 and Exit 104 improvements
STIP Number: SR26867.117
Project Location and Description: Frontage Road improvements/Roundabout
Fund Source(s): FY 2023 Regional Priority Funds
Federal Program Funds: \$ 331,160
State Matching Funds: \$ 68,840
Local Matching Funds: \$
Other Project Funds: \$
TOTAL PROJECT FUND AMENDMENT: \$ 400,000

Advancing funds:

CDOT Region 2 is asking for the advancement of RPP funds for the design of the project. The funds were originally programmed in fiscal year 2025 and we have the ability for move the funding up to fiscal year 2023 for the design phase of the project.

**211 East "D" Street Pueblo, CO 81003-4132 Phone: (719) 553-2259 FAX: (719) 553-2359
E-mail: pueblo_mpo@pueblo.us**

5. **UPWP – 30 days comment***
Action Required: Approve/Disapprove
6. **Highway Recategorization – CDOT – Arthur Gonzales**
Action Requested: Informational
7. **Funding Opportunities**
Action Requested: Informational
8. **Contract for On-call Transportation Planning and Support Services**
Action Requested: Informational
9. **Green House Gas Directive**
Action Requested: Informational
10. **Chair and Vice Chair Roles and Responsibilities***
Action Requested: Discussion
11. **Other Local Agencies Updates**
Action Requested: Discussion
12. **CDOT Updates – Revised 10-year Plan**
Requested: Informational
13. **Federal Highway and Federal Transit Updates (If needed)**
Action Requested: Informational
14. **Next TAC – September 13, 2022**
Action Requested: Informational
15. **Items from TAC Members or scheduling of future Agenda Items**
Roundtable Discussion
16. **Adjourn at or before 11:00 am**

**Meeting minutes of
the TRANSPORTATION ADVISORY COMMISSION
(TAC)
June 14, 2022
9:00 a.m.**

Zoom - <https://pueblo.zoom.us/j/94613129536>
Meeting ID: 946 1312 9536
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**Individuals requiring Special Accommodations should notify the City MPO's Office (719)
553-2242 by Noon on the Friday preceding the meeting.**

AGENDA

1. Call Meeting to Order

Chairman: Eva Cosyleon

Time of Call: 9:02 a.m.

MPO Members Present: Eva Cosyleon, Hannah Haurert,

*TAC Members Present: Wendy Pettit, Aaron Willis, Melanie Turner, Ben Valdez, Scott
Hodson, Shawn Winters, Tanis Manseau, Greg Pedroza,*

CAC Members Present: Heather Norton, Don Bruestle,

*Others Present: Lachelle Davis, Geoff Guthrie, Macario Torrez, Matt Jagow, Jason
Nelson, Michael King, Ajin Hu,*

2. Self-Introductions and Public Comments (non-agenda items only)

*Matt Jagow is the R2 Traffic South RE, and Jason Nelson is R2 Traffic Program
Engineer.*

3. Approval of Minutes

June 14, 2022 Minutes*

Motion to Approve: Don Bruestle

Second: Greg Pedroza

Unanimous:

**4. Administrative notification of Roll Forward Project Funding or TIP/STIP Policy amendment(s) in the
MPO and TPR area(s) –no TAC or Board action required. ***

Project Name: **I-25 and Exit 104 improvements**
STIP Number: SR26867.117
Project Location and Description: **Frontage Road improvements**
Fund Source(s): **FY 2023 Asset wall program**
Federal Program Funds: **\$ 138,118**
State Matching Funds: **\$**
Local Matching Funds: **\$**
Other Project Funds: **\$**
TOTAL PROJECT FUND AMENDMENT: \$ 138,118

Adding additional funds:

The addition of the Asset program wall funding is to further the frontage road repairs and construction project on I-25 at mile post 104.

Project Name: **I-25 through Pueblo**
STIP Number: SPB3865
Project Location and Description: **Right of way purchases for the US 50 and I-25 project**
Fund Source(s): **FY 2023 SB 267 strategic funding**
Federal Program Funds: **\$**
State Matching Funds: **\$ 2,500,000**
Local Matching Funds: **\$**
Other Project Funds: **\$**
TOTAL PROJECT FUND AMENDMENT: \$ 2,500,000

Adding additional funds:

The addition of the \$2.5 million dollars will allow for the right of way transactions to begin sooner. The Transportation Commission advanced funding for this phase in May 2022.

Administrative Modification to 2022-2025 TIP*

Project Name: **SRDA Vehicle Replacement**
STIP Number:
Project Location and Description: **Vehicle replacement**
Fund Source(s): **FTA 5310 Small UZA**
Federal/State Program Funds: **\$79,464**
Local Matching Funds: **\$19,866**
TOTAL PROJECT FUND AMENDMENT: \$99,330

Action Requested: Informational

- 5. CDOT Region II request(s) for PACOG MPO/TPR TIP administrative amendment(s) To Roll Forward Projects to FY 2022-2025 Transportation Improvement Program***
There are several projects that will be rolled forward, these are all informational. These are in the TIP Tracker.

6. Safety Plan Hwy 50B & C – CDOT R2 – Matt Jagow/Jason Nelson

Action Requested: Informational

This Traffic Study was for Hwy 50B & C at 36th Lane. This included a safety and operational review and a signal warrant. Hwy 50C and 36th Lane also conducted a School Zone Study. Traffic turn movement counts were conducted from 7am-9am, and 3pm-6pm. These were on March 1st, 2nd, and 3rd. CDOT also collected 24 hours volume counts for all approaches. Sight distance, roadside collection, pavement markings, and existing signs were all reviewed. A traffic signal warrant study was also conducted and included traffic data, and crash history from July 1, 2015, until February 28, 2022. A safety analysis study was also conducted. The School Zone Study is almost complete. There is heavy truck traffic on Hwy 50B & 36th Lane, difficulty seeing around turning vehicles, and difficulty finding gaps to complete left turns. There is heavy traffic on Hwy 50B and 36th Lane, difficulty seeing around turning vehicles, difficulty finding gaps, and traffic backups. There were quite a few sight distance issues with signage, those have been moved and cleared up. The median color causes problems with the color of the vehicle. There is also a problem with the telephone pole, vegetation, and parked vehicles at Loaf'N'Jug. Both intersections did not warrant a Traffic Signal. Crash Data shows that Hwy 50B and 36th Lane falls under LOSS IV for Total and Severe types, most common were broadside crashes in the

peak hours, the intersection operates as expected outside of peak hours. Hwy 50C & 36th Lane falls under LOSS IV for Total and LOSS III for Severe Crash Type, and fixed objects were most common crash. In the presentation, Matt Jagow has a map of improvements to both intersections. Safety funds are depleted for this year. Don Bruestle asked about the time frame, Jason Nelson said that they are working on it and still waiting for the School Zone Study. Heather Norton asked if the deceleration/acceleration lanes long enough, Matt said they are long enough. Eva Cosyleon asked about the traffic signal, Jason said that when a new traffic signal is installed, it causes more accidents. The signal would help a small amount of time in the AM.

7. EV Infrastructure Plan – Michael King CDOT

Action Requested: Informational

Michael King said that this presentation is about the National Electric Vehicle Infrastructure (NEVI) Program. CDOT's goal is Zero Emission Vehicles (940,000 ZEV) by 2030, convert all (goal of 1,000) transit vehicles by 2030, 35,000 medium/heavy vehicles, and electrifying the Scenic and Historic Byway (within 30 miles of each other). There are 56,010 EV's (39,602 BEV, and 16,408 PHEVS) in Colorado. In Pueblo County, there are 438 EVS (245 BEV & 193 PHEV). There are 3 different types of charges, level 1 (most common)- regular plug - charges 2-5 miles per hour, level 2 – 10-30 miles per hour, level 3 (direct current) – 150-350 miles per hour. Infrastructure Investment & Jobs Act (IIJA) has \$7.5b for new electric vehicle charging program, Colorado expected to receive \$57m over 5 years. Michael explained the key requirements for NEVI, a few maps for location of the chargers, gaps in the system, and existing designated corridors and routes. The NEVI is due August 1st. Greg Pedroza asked if the Airport could use this for updating their fleet, Michael said NEVI is for charging but there are enterprises for fleet. Eva Cosyleon asked how much level 1 and 2 chargers costs the homeowner and rebates, Michael said that level 2 is a bit more expensive – uses 240 volt, the unit would be at least \$2,000, Blackhills has a \$500 rebate. He also said that these grants are not available for individuals. Eva also asked if these charges could run off of solar, Michael said yes, and it would be stored in batteries. He suggests not using solar. Don Bruestle asked about a snapshot of electric vs gas to and from DIA, Michael said he does not have one but are working on one. Geoff Guthrie asked about what percentage of EV cars, Michael said that the goal of 2030 would be about a 1/5 (23%?). Anyone can become a site host.

8. Contract for On-call Transportation Planning and Support Services

Action Requested: Informational

We are waiting for Purchasing Department to put out the bid. Eva Cosyleon did include recommendations from the City, Transit, Pueblo County, and Pueblo West.

9. Green House Gas Directive

Action Requested: Informational

There is a public meeting as we speak. There are some language changes that they can withhold funding from any sources instead of just strictly MMOF. Don Bruestle suggested a little bit more information with what GHG is. Eva said that she will include this in MPO 101.

10. CDOT Updates

Requested: Informational

CDOT is creating the 2022 MMOF projects, and this takes a bit of time. Aaron Willis said that STAC is on their new schedule. The Draft 10-year plan is almost ready for distribution. There will be a 30-day public comment period. Approval action in September. This plan is GHG compliant.

11. Federal Highway and Federal Transit Updates (If needed)

211 East "D" Street Pueblo, CO 81003-4132 Phone: (719) 553-2259 FAX: (719) 553-2359
E-mail: pueblo_mpo@pueblo.us

Action Requested: Informational

There were no updates.

12. Other Local Agencies Updates

Action Requested: Discussion

Melanie Turner said that Northern Ave Trail has MMOF, Arkansas River Trail Phase 4 was descoped and will be rebid in a week, Mel Harmon rehab design is almost done, Minnequa Ditch Trail – there is a public meeting at South High School tonight, Jackson and Adams still in IGA stage, Main/Union Master plan will have a kickoff meeting soon, balusters are being made for the Union Bridge, Safe Routes to School HAAF inhouse design is almost done, intersection has not been to design. Greg Pedroza said that Skywest sent their notice to rescind for their contract (ends Nov 1st), they will operate through the rest of their contract but at a decrease frequency (same aircraft), it is out for bid.

13. Next TAC – August 9, 2022

Action Requested: Informational

This will be hybrid.

14. Items from TAC Members or scheduling of future Agenda Items

Roundtable Discussion

Safe Streets for All – Due September 15th

Revised 10-year Plan

Safety Plan Hwy 50B & C at 36th Lane- School Zone Study

15. Adjourn at or before 11:00 am

Eva Cosyleon adjourned the meeting at 10:26 a.m.



COLORADO

Department of Transportation

Region 2
5615 Wills Blvd.
Pueblo, CO 81008-2349

To: PACOG
211 E. D Street.
Pueblo, Colorado 81003
(719) 553-2244 FAX (719) 549-2359
Attn: John Adams

July 28, 2022

CDOT Region 2 request(s) for PACOG MPO/TPR TIP amendment(s)
FY 2022-2025 Transportation Improvement Program

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Advancing funds:

CDOT Region 2 is asking for the advancement of RPP funds for the design of the project. The funds were originally programmed in fiscal year 2025 and we have the ability for move the funding up to fiscal year 2023 for the design phase of the project.

Please let me know if you have any additional questions about the proposed Administrative Notification.

Sincerely,

Wendy Pettit

Wendy Pettit
CDOT Region 2 Planning





Pueblo Area Council of Governments

**Metropolitan Planning Organization (MPO)
Transportation Planning Region (TPR)**

CPG GRANT

**Unified Planning Work
Program (UPWP)**

FFY 2022-2023

(OCT. 1, 2022_– SEPT. 30, 2023)

Prepared By:

City of Pueblo Urban Transportation Planning Division

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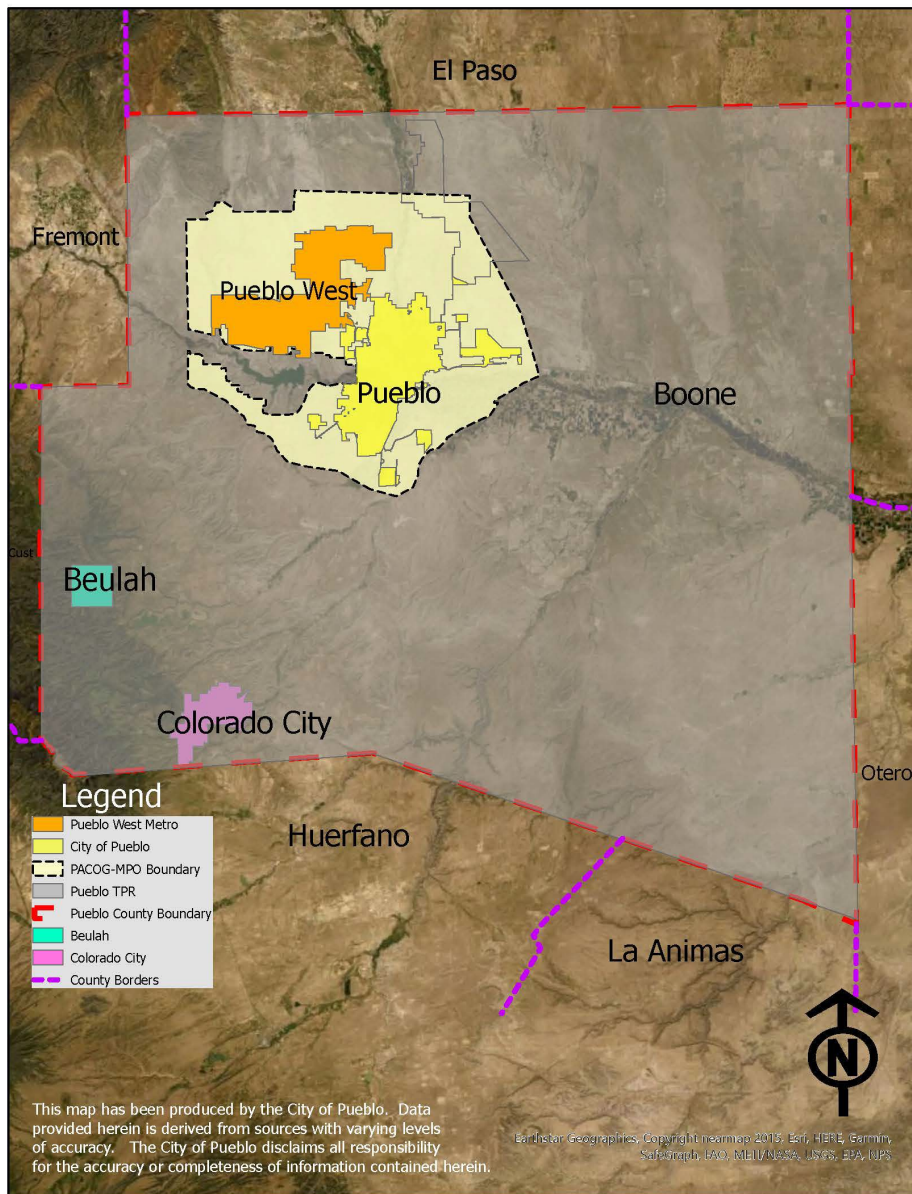
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PACOG PLANNING AREA



INTRODUCTION

The Consolidated Planning Grant (CPG) Scope of Work for FFY-2023 is based on the PACOG FY 2022-2023 Unified Planning Work Program (UPWP) adopted. Amendments to the FY 2022-2023 to reflect the FY 2023 SOW will be adopted August 2023.

Organization, Management & Funding

The general objectives of the FFY 2023-2024 UPWP are to:

1. Assist all participating agencies in achieving applicable comprehensive planning goals and in fulfilling the statutory requirements of FAST-Act and associated planning regulations adopted by the FHWA and FTA.
2. Assist all participating agencies in fulfilling their continuing responsibilities to the community including, but not limited to,
 - a) Using the products of the transportation planning process as a major contribution to other comprehensive planning activities and providing the mechanisms for the continued integration of transportation planning with land use and other comprehensive planning.
 - b) Updating and revising basic transportation planning, regional socioeconomic, environmental, land use, and transportation system operating data using applicable GIS or other technologies for these systems.
 - c) Modifying developed plans and programs as warranted by changes in travel patterns or urban conditions and translating plans into action programs for project implementation.
3. Carry out specific transportation planning functions required for the continued certification of the Pueblo area urban transportation planning process including the biennial development and annual refinement of the UPWP, the annual development of the TIP, and updates to financial forecast to the Long-Range Transportation Plan (LRTP) to the horizon of 2045 as needed.

FINANCING 2023 ESTIMATED BUDGET

Funds Source	Federal	Local Match-Cash	Local Match-In-Kind	Total Funds
FY 2023				
FY 2023 CPG	\$298,458	\$62,042	\$0	\$360,500
Contract Total	\$298,458	\$62,042	\$0	\$360,500
FY 21, PO # 491002008				
Estimated Carry-over from FY 2021 CPG	\$183,790	\$38,206	\$0	\$221,996*
FY 22, PO# 491002780				
Estimated Carry-over from FY 2022 CPG	\$136,979	\$28,474	\$0	\$165,453**
Total Revenue for FY 2023	\$619,227	\$128,722		\$747,949
<i>*per CDOT July 2022</i>				
<i>**per PACOG balance sheet, \$360,500 - (Oct.21-May.22)</i>				

FY 2023 MPO Staff Payroll by Program					
	2310 Program Administration and Coordination	2320 Data Collection and Management	2330 Transportation Plans, Performance Measures, and Scenario Planning	2340 Short Range Planning and Programs	Total
MPO Manager	\$84,588	\$0	\$13,534	\$14,662	\$112,784
Sr Planner	\$38,268	\$9,567	\$38,268	\$9,567	\$95,670
Transportation Tech	\$10,753	\$60,931	\$0	\$0	\$71,684
Administrative	\$1,400	\$0	\$0	\$0	\$1,400
Carry-Over					
Total	\$135,009	\$70,498	\$51,802	\$24,229	\$281,538

Non-Labor Direct Expenses			
		FY 2023	FY2024
Work Element	Expense	Non-Labor Direct	Non-Labor Direct
2310	Postage	\$300	\$300
2310	Telephone	\$1,500	\$1,500
2310	Advertising	\$2,000	\$2,000
2310	Printing & Binding	\$2,000	\$2,000
2310	Travel	\$10,000	\$10,000
2310	Training and Education Registrations	\$7,500	\$7,500
2310	Offices Supplies	\$1,000	\$1,000
2310	Operating Supplies	\$1,500	\$1,500
2310	Dues and Subscription	\$2,500	\$2,500
2310	Computer Equipment	\$5,500	\$3,000
2310	Office Equipment/Desk/Chairs	\$5,000	\$5,000
2310	Professional Services	\$6,500	\$6,500
2310	Subtotal	\$45,300	\$42,800
2320	Software Maintenance MS2	\$15,000	\$16,500
2320	Contract Traffic Counts	\$20,000	\$13,000
2320	Traffic Counters/Equip.	\$0	\$0
2320	Bike and Ped Counter	\$8,300	\$0
2320	Subtotal	\$43,300	\$29,500
2320	Software Maintenance TransCad	\$0	\$0
2330	Subtotal	\$0	\$0
2340	Professional Services	\$200,000	\$75,000
2340	Subtotal	\$200,000	\$75,000
Total		\$288,600	\$147,300

Program Element Total Cost				
FY 2023				
	Work Element	Payroll	Non-labor Expenses	Total Cost
2310	Program Administration & Coordination	\$ 135,009	\$ 45,300	\$ 180,309
2320	Data Collection and Management	\$ 70,498	\$ 43,300	\$ 113,798
2330	Transportation Plans, Performance Measures, and Scenario Planning	\$ 51,802	\$ -	\$ 51,802
2340	Short Range Planning and Programs	\$ 24,229	\$ 200,000	\$ 224,229
	Total			\$ 570,138

MPO Program Expense Breakdown by Federal and Local Shares					
	2310 Program Admin. & Coord.	2320 Data Collection & Mng	2330 Trans. Plans, Perform. Measures, & Scenario Planning	2340 Short Range Planning & Programs	Total
Federal	\$ 149,278	\$ 94,213	\$ 42,887	\$ 185,639	\$ 472,017
Local	\$ 31,031	\$ 19,585	\$ 8,915	\$ 38,590	\$ 98,121
Total Anticipated Cost for FFY 2023					\$ 570,138.00
Federal Share Consolidated Planning Grant (82.79%)					
Local Share (17.21%)					

WORK ELEMENT 2310 PROGRAM ADMINISTRATION & COORDINATION (\$180,309)

Objective - To manage, support, improve, adapt, administer, and coordinate the cooperative, continuous, and comprehensive transportation planning process as required by FAST Act.

STAFF TIME ALLOCATED FOR 2310	
MPO Manager	63%
Sr Planner	28%
Transportation Tech	8%
Administrative Tech	1%
Total	100%

2311 - AGREEMENTS AND BYLAWS

Activities:

- Complete and execute planning partner memorandum of understandings, as needed, to implement the transportation planning process.
- Assist in updating bylaws as necessary resulting in changes as approved by the PACOG Board identified in the Reorganization Study conducted in FY 2016/17. Includes possible restructuring the Technical Advisory Commission (TAC) widening membership to include other stakeholders (i.e., Trucking, Rail,).
- Assist in maintaining required materials as necessary. (i.e.. Agendas, Minutes, Financial Records, etc.).

2312 - UNIFIED PLANNING WORK PROGRAM

Activities:

- Mid-Year progress report.
- Complete year-end report for FY2023.
- Amend 2023 - 2024 UPWP as needed.
- Review and modify the format of the UPWP as needed.

TP2312 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Mid-Year Report for FY2023								☐				
Complete FY 2022 Year-End Report		☐	☐									
Develop and Adopt FY 2024 UPWP										☐	☐	

2313 - BUDGET AND FINANCIAL MANAGEMENT

Activities:

- CDOT monthly Metropolitan Transportation Planning reimbursements.
- Prepare MPO Budget for PACOG Board adoption.
- Prepare Sub-Delegation Budget and Appropriation Ordinances for City of Pueblo
- Prepare for and participate in PACOG audit(s) if required under Single Audit Requirements.

TP2313 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Submit Monthly Reimbursement Reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare MPO Budget for PACOG Board									<input type="checkbox"/>	<input type="checkbox"/>		
City of Pueblo – Sub-delegation Budget		<input type="checkbox"/>	<input type="checkbox"/>									
PACOG Audit - Transportation					<input type="checkbox"/>	<input type="checkbox"/>						

2314 - STAFF AND PROFESSIONAL DEVELOPMENT

Activities:

- Actively participate in Statewide training and educational meetings hosted by CDOT/FHWA/FTA and other organizations within the State.
- Make applicable transportation planning training available to staff, committee members, and member agency partners.
- Develop staff training and transition plan for the MPO during the next 2-3-year period.
- Develop, implement, and conduct an orientation program for new committee members.
- Staff Training on Travel Demand Model, TransCAD (OUT/IN STATE). (if needed)
- Staff Training courses conducted by Nation Highway Institute or National Transit Institute (OUT/IN STATE).
- Staff Attendance at Transportation Research Board’s Annual Meeting (OUT/IN STATE).
- Staff participation in AMPO’s Annual Conference, AMPO’s Technical Conference (OUT/IN STATE).
- Staff attendance/participation in Transportation Research Boards working groups. (OUT/IN STATE).

TP2314 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Training meetings	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>		
Conferences and Workshops for MPO Staff	<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>		
PACOG Board & Committee Orientations				<input type="checkbox"/>					<input type="checkbox"/>			

2315 - PUBLIC INVOLVEMENT ACTIVITIES

Products/Activities:

- Project specific public involvement.
- Review and update the Public Participation Plan (PPP) as needed.
- Amend Title VI and LEP Policy as needed.
- Issue press releases and advisories related to transportation planning and projects in the region.
- Develop and expand a stakeholder's contact list for notification of planning activities.
- Maintain MPO website.
- Work collaboratively with local, state, and federal officials and agencies to help achieve established transportation goals and objectives.
- Actively participate in meetings and planning sessions of various public and private stakeholder groups that have direct or indirect involvement in transportation planning, land use planning, economic development, community development, infrastructure development.

TP2315 FY2022	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Website Maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Open Houses as Needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meetings and General Public Questions – On-Going	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2316 – EQUITY AND JUSTICE 40

Products/Activities:

- Improve access for non-motorized travel in Underserved Communities
- Improve access and service for public transportation in Underserved Communities
- Plan for safety of all road users through infrastructure improvements and speed management
- Reduce single-occupancy travel
- Offer reduced public transportation fares as appropriate.
- Plan for demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services.
- When developing transit-oriented development, consider equitable and sustainable practices.

TP2315 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Improving Equity in Region	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2317 MPO COMMITTEE MEETINGS

Activities:

- 10-12 PACOG Board meetings annually.
- 10-12 CAC/TAC Committee meetings annually.
- Participate in local committee’s (i.e., ADA, PACE, City Electrification Working Group)

TP2317 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Submit Monthly Reimbursement Reports	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Prepare MPO Budget for PACOG Board									☐	☐		
City of Pueblo – Sub-delegation Budget		☐	☐									
PACOG Audit – Transportation					☐	☐						

2318 – COORDINATION WITH PUEBLO TRANSIT

Activities:

- Conduct quarterly meetings with staff from Pueblo Transit to coordinate with MPO activities that will benefit transit operations within the Pueblo region.
- Coordinate with Pueblo Transit on LRTP Vision Plan and GIS mapping
- Assist with grant applications by providing Data and background supporting information.
- Incorporate transit planning as a requirement when selecting project for funding
- Partner with Pueblo Transit to resolve transportation issues effecting Transit within the region

TP2318 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Coordination with Pueblo Transit	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

2319- MISCELLANEOUS ADMINISTRATIVE ACTIVITIES

Activities:

- Perform the routine administrative, personnel, contractual and management activities, and tasks necessary to maintain and support a viable long-range transportation planning process.
- Procure, upgrade and/or maintain computer systems, software and equipment required to carry out an efficient and effective transportation planning process.
- In conjunction with the amendment and update of the FY2023-2026 Transportation Improvement Program (TIP), MPO Annual Certification of the Planning Process (23 CFR 450.334 & CFR 613.100).
- Annual Review with FHWA and FTA.

TP2319 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Annual Planning Process Certification											☐	☐
On-Going Activities	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

WORK ELEMENT 2320 – DATA COLLECTION AND MANAGEMENT (\$113,798)

Objective – to develop and maintain data necessary for informed decision making relating to the MPO transportation system.

STAFF TIME ALLOCATED FOR 2320	
MPO Manager	0%
Sr Planner	14%
Transportation Tech	86%
Administrative Tech	0%
Total	100%

2321 – TRAFFIC COUNTING AND DATA MANAGEMENT

Activities:

- Obtain, update, convert, refine, and maintain traffic count data for the Pueblo area. This includes national highway system, state highway system, county, and local roadways.
- Continue traffic counting program to support transportation modeling and impacts on urban or non-urban areas.
- Continue bike/pedestrian counting on trails within PACOG area.

TP2321 FY2023	Oct.	Nov	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Annual Traffic Count Program	☐	☐				☐	☐	☐	☐	☐	☐	☐
Contract Counts						☐	☐	☐	☐	☐	☐	☐
Regional Trail User Count	☐								☐	☐		

2322-TRAFFIC CRASH MONITORING PROGRAM

Activities:

- Update and maintain crash databases.
- Analyze traffic and collision data for trends.
- Prepare projections and reports for planning uses.

- Publish Crash Summary Data annually with 5-years historical crash data.
- Improve geo-referencing process locations of crashes

TP2322 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Crash Database Update			☐	☐	☐							
Accident Summary Report					☐	☐						

2323-MPO DATABASE MANAGEMENT

Activities:

- Update MPO Databases and GIS layers as information becomes available.
- Prepare and maintain maps, records, booklets, etc. that summarize or depict the PACOG MPO census data.
- Conduct other census related work and activities necessary to support transportation planning.
- Provide current transportation planning materials and maps as requested by citizens and various agencies within the MPO region.
- Establish an Area Wide Pavement Condition Rating System and Collect Base Data for Inventory and Performance Measures.
- Participate in the Statewide Travel Demand Survey when CDOT initiates update.

TP2323 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Socio-economic layer updates	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Participate in Statewide travel demand survey as needed	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

2324 - POPULATION AND LAND USE DATA COLLECTION

Activities:

- Update MPO Databases and GIS layers as information becomes available.
- Prepare and maintain maps, records, booklets, etc. that summarize or depict the PACOG MPO census data.
- Conduct other census related work and activities necessary to support transportation planning.

Activities:

- Continue count cycle to be included in five-year counts included in the base data for the MS2 software.
- Contract counts outside of City in include in five-year count database
- Develop and distribute 2022 Traffic Flow Maps (On-call Consultant)
- Provide traffic count reports to CDOT in format compatible with the national HPMS Database.
- Continue count pedestrians and bicycles for Pueblo Regional Trail System and the Pueblo West Trail System.
- Download and maintenance of State of Colorado crash data and as time permits, review, verify, and attempt to resolve data discrepancies to improve accuracy.
- Merge crash data into the MS2 crash data software which will allow for the development of summary reports and maps with crash data to assist planning partners in identifying potential safety improvement projects. Obtain, update, convert, refine, and maintain surface roadway systems data for the Pueblo area. This includes national highway system, state highway system, county, and local roadways.
- Obtain, update, convert, refine, and maintain Pueblo Transit systems data for the Pueblo area. This includes updating of route and stop location changes.
- Maintain ArcGIS applications to current versions utilized throughout the PACOG area to insure accessibility of transportation related GIS data.
- Obtain, update, convert, refine, and maintain non-motorized transportation systems data for the Pueblo area. This includes bike routes, regional trail systems, designated mountain bike trails, and future bike and trails planning.
- Update local transportation system data to reflect changes to the future transportation network as modified by local or county government actions.
- Convert graphics from various planning documents, utilizing GIS software, to analyze the consistency between the LRTP and proposed developments.

TP2325 FY2023		Oct.	Nov	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Annual Traffic Count Program		☐	☐				☐	☐	☐	☐	☐	☐	☐
Contract Counts							☐	☐	☐	☐	☐	☐	☐
Regional Trail User Count		☐								☐	☐		

WORK ELEMENT 2330 – TRANSPORTATION PLANS, PERFORMANCE MEASURES, GREEN HOUSE GAS REDUCTION, ACTIVE TRANSPORTATION, AND SCENARIO PLANNING (\$51,802)

Monitor the adopted 2045 PACOG LRTP for compliance and make amendments as necessary.

STAFF TIME ALLOCATED FOR 2330	
MPO Manager	26%
Sr Planner	74%
Transportation Tech	0%
Administrative Tech	0%
Total	100%

2331 – METROPOLITAN TRANSPORTATION PLAN

Activities:

- 2045 LRTP Implementation
- Ongoing updating and maintenance of a 6-year capital plan of projects for inclusion into the TIP.
- Monitor the approved 2045 LRTP and make amendments where significant changes have been identified.
- Coordinate with CDOT’s implementation of GHG Emissions as final rule making is completed and implementation of.
- Review local plans for consistency with the LRTP.

TP2331 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Socio-economic layer updates	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

2332 – IMPLEMENTATION OF PERFORMANCE MEASURES

Activities:

- Develop baseline performance measures consistent with CDOT’s measures.
- Coordinate with CDOT’s implementation of performance measures as final rule making is completed.
- Amend performance measures as needed to be consistent with state-wide measures.
- Report annually on Goals of the established measures.

TP2332 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Complete with assistance from consultants developing a Safety Plan for the Region. Develop PM2 and PM3 Safety Targets and compare with State Targets.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

2333 – TRAVEL DEMAND MODEL

Activities:

- Continue to run project scenarios based on projects identified in the 2045 LRTP.
- Continue to refine the TDM developed in 2015 as new social/economic data becomes available.
- Update local transportation system data to reflect changes to the future transportation network as modified by local or county government actions.
- Supply CDOT with Data from Model runs that contain “Regionally Significantly” projects to be used in Moves III to Report Green House Gas Emissions.
- Update TDM with 2020 census and establish new TAZ if needed.

TP2333 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Work with local TDM with assistance from a consultant if needed	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

2334 – FEDERAL HIGHWAY FUNCTIONAL CLASSIFICATION REVIEW

- In coordination with CDOT, review the existing Functional Classifications and update as necessary based on the new 2020 census data.

TP2334 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Review of Functional Classification and Boundary changes if needed.	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

2335 – TRANSPORTATION IMPROVEMENT PROGRAM

To prepare the Transportation Improvement Program to ensure that all expected funding sources are accurately accounted for and programmed, consistent with policies to ensure adoption by PACOG, CDOT, and FHWA.

Activities:

- Prepare, coordinate, and distribute required administrative modifications and amendments to the adopted TIP following a review of compliance/progress verification, along with submittal of corresponding request for inclusion in the State Transportation Improvement Program (STIP).
- Produce and distribute an annual list of projects obligated the prior FFY within.
- Plan, organize and facilitate the updating of the TIP on an annual basis and apply fiscal constraint to a proposed projects list. Validate or modify the list of programmed projects to be executed in subsequent years of the adopted TIP.
- In conjunction with the amendment and update of the FY2022-2025 Transportation Improvement Program (TIP), MPO Annual Certification of the Planning Process (23 CFR 450.334 & CFR 613.100).
- Implement a project tracking system utilizing TELLUS or similar project/mapping management system for visualization of projects and locations.
- In accordance with state and federal requirements and policies, analyze the potential environmental and environmental justice impacts of proposed projects.

TP2335 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
As-Needed	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

2336 – TRANSITION TO A CLEAN ENERGY, RESILIENT FUTURE

- Facilitate in location of EV Charging locations and equity.
- Begin framework for GHG Mitigation Plan
- Create a Carbon Reduction Plan with CDOT
- Implement GHG mitigation strategies
- Identify barriers to and opportunities for deployment of fueling and charging infrastructure.
- Evaluate opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips
- Increasing access to public transportation
- Shift to lower emission modes of transportation
- Identify transportation system vulnerabilities to climate change impacts and evaluate potential solutions.
-

2337 – COMPLETE STREETS

- Plan, and coordinate with regional stakeholders to plan and develop safe streets for all users.
- Enable pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists to have a safe, accessible, and comfort to their destination.
- Provide an equitable and safe transportation network for travelers of all ages and abilities.

WORK ELEMENT 2340 SHORT RANGE PLANNING AND PROGRAMS (\$224,229)

Objective – These are intended to be planning activities that will be completed annually or completed in a specific FFY of the UPWP.

STAFF TIME ALLOCATED FOR 2340	
MPO Manager	61%
Sr Planner	39%
Transportation Tech	0%
Administrative Tech	0%
Total	100%

2341 – ON-CALL TRANSPORTATION TECHNICAL ASSISTANCE CONSULTANT

This element is developed as a placeholder for funding for consultant's services to assist with planning activities, which provides flexibility to the MPO to use a portion of additional CPG funds later. General consultant services may be used for Long Range Transportation Plan activities, traffic count program, Travel Demand Modeling, Pavement Condition Rating or Planning studies.

- Aid on plans, reports, and/or studies that require computer simulation/visualization of corridors, projects, systems, or road networks as needed.
- Provide Area-Wide Local Roadway Safety Plan
- Provide traffic model as needed and requested by MPO
 - Run project scenario based on projects identified in the 2045 LRTP and as requested by MPO staff.
 - Refine Travel demand model developed in 2015 as new social/economic data becomes available such as but not limited to 2020 census data.
 - Development of the 2050 regional population forecast
 - Update local transportation system data to reflect change to the future transportation network as modified by local or county government actions.
 - Review Functional Classification and update as necessary based on the new 2020 census data.
 - Update TAZ with 2020 census data and re-configure traffic model
 - Collaborate with CDOT Consultant and MPO to establish baseline and mitigation plan
 - Facilitate MPO on ongoing administrative process for establishing, tracking, and verifying mitigation & performance measures.
 - Assist MPO and CDOT with Green House Gas Mitigation Plan & Carbon Reduction Plan
- Provide updated GIS data (shape files) to MPO such as:

Update PACOG GIS maps as needed:

- New roadways
- Proposed roadways
- New trails/bike routes/bike lanes
- Create Regional bike plan with updated information
- Roadway classifications
- Provide Pueblo Transit

- Route expansion studies and analysis
- Increased Ridership modeling and analysis
- NTD data collection for federal reporting.
- Route consolidation and expansion planning

2342 – REGIONAL, STATEWIDE, AND FEDERAL PLANNING PARTICIPATION

Activities:

- Regular participation in regional planning activities in cooperation with PACOG member entities.
- Regular attendance at State Transportation Advisory Committee (STAC) meetings.
- Review major annexation plans for transportation impacts.
- Evaluate development impacts which may require amendments to the adopted Long Range Transportation Plan and/or Transportation Improvement Program.
- Review land use issues affecting the transportation system.
- Attendance at Transportation Commission (TC) meetings if necessary to represent the interests of the PACOG MPO/TPR.
- Participation and support the Southwest Chieftain North Front Range Passenger Rail Commission.
- Participation in joint or coordinated planning studies conducted cooperatively by the four Front Range MPOs.
- Regular participation in statewide committees for special studies that may have impacts in the PACOG MPO area, (i.e. Freight, Rail, Intracity transit)
- Work and coordinate with FLMA

TP2341 FY2023	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.
Complete with assistance from Consultants a County-wide Safety Plan	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

2343 – PLANNING AND ENVIRONMENTAL LINKAGES

Activities:

- Implement planning and environmental linkages (PEL) as part of the transportation planning and environmental review process.
- Develop partnerships with resource agency staff
- Provide PEL resources and educational training to local jurisdictions.
- Create PEL methodologies for transportation planning in PACOG region.

2344– SPECIAL PROJECTS AND OTHER TRANSPORTATION MODE PLANNING

This element is developed as a placeholder for funding of any special projects that may arise within the PACOG region.

Metropolitan Planning Organization (MPO)

Chair-one year commitment

Vice-Chair
The position will be next Chair

Co-Vice-Chair

Rules and Responsibility

List of Expectations

Rules and Responsibility

List of Expectations

Rules and Responsibility

List of Expectations

- Setting Agenda
- Maintain and facilitate meeting
 - Guide conduct of meetings
- Ensure Quorum
- Allow others to speak
- Make decisions between meetings
- Attends subcommittees
- Welcome new members and guests
- Know and understand by-laws
- Ensure sufficient consideration of issues
- Try to promote consensus
- Prevent anyone taking over and dominating discussions
- Prevent side-bar discussions
- Get through the agenda on time
- Sum up problems, points, decisions
- Ensure decisions are carried out
- Delegate task
- Represent group to the outside world.
- Regularly review committee's performance.
- Manage process for renewing and recruitment of new members
-

- Accountable
- Experienced
- Levelheaded
- Willing to listen to others
- Non-bias; be impartial and objective
- Fair
- Good facilitator
- Clear understanding of committee's interests.
- Well organized
- Maintains good correspondence
- Good communications skills
- Be approachable
- Be tactful
- Speak clearly and succinctly
- Show interest in member's viewpoints

- In the absence of the Chairperson or in the event of his/her inability to act or if the office is vacant, the First Vice-Chairperson shall perform all duties of the Chairperson, and when so acting, shall have all the powers and be subject to all restrictions of the Chairperson. Similarly, in the absence of both the Chairperson and First Vice-Chairperson, the Second Vice-Chairperson shall perform the duties of and have the powers of the Chairperson.

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