Draft TIP Technical Committee Meeting Notes

Meeting #1

February 1, 2018

City of Boulder Maintenance Service Center,

Conference Room, 5064 Pearl St. , Boulder, CO 80301

Meeting Notes:

**IGA Discussion**

The meeting began with a review of the proposed IGA and the changes recommended from the group for the IGA.

George Gerstle recommended removing Ward and Jamestown because they are not DRCOG members and DRCOG direction was that communities that were not DRCOG members were not required to be included on TIP Forums as voting members. It was noted that Jamestown and Ward would still be invited to participate and would be allowed to submit projects similar to the role that CDOT and RTD would have. The technical group agreed with this approach to the IGA.

Alex Ariniello recommended that we change the number of people required for a majority vote to a simple majority of the total forum members rather than a simple majority of the quorum. This would require a minimum of 5 forum members to be present for a quorum and 5 forum members voting for a position to approve an action item. The technical group agreed with this recommendation for the IGA.

Other items addressed in the IGA discussion were:

* Remove the requirement for technical committee voting referred to in the IGA.
* Remove the word “responsibility” from #2 Boulder County Subregional TIP Forum.
* Remove the sentence in #8 Planning Timeline referring to following the CDOT schedule for the TIP
* Remove the word “heirs” from #9b Binding Effect; No Third Party Beneficiaries

**DRCOG solicitation timeline & Technical Committee Benchmarks**

Marc Ambrosi shared the draft TIP project solicitation timeline for the technical committee and the forum. The timeline outlined benchmarks for the technical committee and forum as they relate to the tentative DRCOG timeline for regional and subregional project solicitation. There was ensuing discussion about the timeline and process:

Megan Davis- How do we draft the applications for projects (who drafts them)?

George Gerstle- The project leads (project sponsors) will be responsible for developing project applications.

Kathleen Bracke- when will we be brainstorming [regional] project lists?

Marc Ambrosi- We will be brainstorming project lists over the course of February with the goal of having a draft project list prepared by the March Technical committee where we will begin the process of refining the list.

Phil Greenwald- When do we start the subregional process.

George Gerstle- We will start working on the subregional process once we are through the region project solicitation. There are numerous issues that remain to be addressed at the DRCOG TAC and Board levels regarding the subregional process.

Kathleen Bracke- What is the public process that will be required and how will we engage the public in the regional project solicitation process.

George Gerstle- The Forum meetings are required to be public hearings and it is the formal process for public participation outlined by DRCOG. One question we need to ask ourselves is do we have some other additional opportunity for the public to review the recommendations and provide input?

Alex Ariniello- When does the community need to get approval from their respective Boards for recommended projects?

Marc Ambrosi- It will be important for municipalities to understand the timelines that they need to have funding secured for their project and it should be clear if the municipality will be able to have funding in place in order to support a project.

Tom Street- Does a community need to come up with all of the funding for a project?

George Gerstle- No, funding for a project can be from multiple sources, it just needs to be “reasonably assumed” to be in place. For large regional projects, like SH 119 BRT, funding often comes from multiple sources like CDOT, RTD, FHWA, and local agencies.

**Presentation on Regional Project Eligibility and Evaluation Criteria**

George Gerstle presented about regional funding, project eligibility, and scoring criteria that is being developed by DRCOG.

George Gerstle discussed a number of questions that the group will have to decide about the regional and subregional projects and scoring.

* How do we score projects fairly?
* How do we remove scoring bias if we are scoring our own projects?
* Should we ask DRCOG staff to score our subregional projects.

After some discussion, the group decided to recommend to the Forum to ask DRCOG to help score projects to remove the perception of bias.

**Homework for the Technical Subcommittee**

1. Determine the timeline for each approval of the IGA.
2. Send the MCC and PAC project lists to the Technical Committee.
3. Communities should send Marc Ambrosi ([mambrosi@boulcercounty.org](mailto:mambrosi@boulcercounty.org)) their draft lists of regional projects by February 26th to allow for a consolidated list to be prepared for the March Technical Committee meeting.
4. Marc should check with DRCOG about public hearing notice requirements.