



## City of Glenwood Springs Transportation Commission

### **March 2022 Commission Regular Meeting Agenda** **Tuesday, March 1, 2022, 7:30 am – 9:30 am** **City Hall, Council Chambers**

- I. Call to Order / Modifications to the Agenda
- II. Approval of the January 4, 2022, and February 1, 2022 Meeting Minutes (5 min.)
- III. Comments From Residents Appearing for Items Not on the Agenda
- IV. Transportation Commission Members and Member Roles
  - a. Introduction and Welcome of New Commissioners (Betsy Suerth, Jon Harman, and Dean Kinkel)
  - b. Election of Officers
  - c. Commission Roles, Duties, and Protocols (City Council Discussion Scheduled March 17<sup>th</sup>, 2022)
  - d. Commission Subcommittee Meetings
- V. Learning Opportunity Reminders – **Registration Required**
  - a. Colorado Municipal League (CML) Online Workshop on Managed Parking – March 2<sup>nd</sup> (Mayor’s Invitation). **Contact Sara Weigel to register.**
  - b. Bicycle Colorado Workshops on Multi-Model Funding Opportunities in the New Federal Infrastructure Legislation – March 2<sup>nd</sup> and 9<sup>th</sup>.
    - i. Register here: <https://www.bicyclecolorado.org/spring-webinar-series/>
- VI. Transportation Demand Management (TDM) and Managed Parking Request for Proposals (RFPs)
- VII. New Design Standards – Bike and Pedestrian Facilities
  - a. Update from Steve Smith
- VIII. Status of Commission Comments on Roaring Fork Transportation Authority (RFTA) Bike-Share Study
- IX. Timeline for Annual Review of Long-Range Transportation Plan

- X. Calendar for City Council Review of Multimodal Options for a Vibrant economy (MOVE) Study Topical Chapters
- XI. South Bridge 90% Plan Comments and Interaction with the Airport
  - a. Runway Shortening
  - b. Tunnel
  - c. Airport Listening Session
- XII. Intermountain Transportation Planning Region (IMTPR)
- XIII. Bus Rapid Transit (BRT)/Local Bus Optimization - Multimodal Options for a Vibrant Economy (MOVE) Study
- XIV. Agenda Planning for Next Meeting
- XV. Adjourn (Next Meeting April 5, 2022)



## City of Glenwood Springs Transportation Commission *PROPOSED* Minutes, regular meeting – January 4, 2022

The meeting convened (via Zoom) at 7:30am and adjourned at 9:40am.

### **Participants** included:

Commission members: Sandy Lowell, Steve Smith, John Stephens, Ralph Trapani  
City council members Ingrid Wussow, Shelley Kaup  
City staff: Linda DuPriest, Debra Figueroa, Terri Partch  
Guest: Betsy Suerth

### **Minutes**

Proposed minutes for December 7, 2021 meeting were approved unanimously as final.

### **Managed parking/paid parking**

In anticipation of city council consideration of options for downtown managed parking (*on council agenda January 6*), the commission discussed potential recommendations. Discussion and update points included:

- managed/paid parking program should include, in addition to city policies and enforcement, participation by large employers
- availability of free parking promotes driving
- among other parking initiatives, *Roaring Fork Transportation Authority* (RFTA) has purchased property at northwest corner, Glen Avenue and 27<sup>th</sup>, for additional commuter parking.

The commission unanimously endorsed “program 2” in staff report for January 6 council agenda:

- increase enforcement of existing time and location limits for parking downtown
- employ license-plate recognition technology and other new methods to support enforcement
- continue residential parking permits within enforcement area
- implement paid parking in downtown area
- employ graduated parking-fees, escalating ticket penalties, and other incentives for compliance (*e.g.*, free parking first half hour, increased fines for repeat violations)
- provide and publicize longer-term free parking at old sewer plant lot (emphasize use by downtown employees)
- consider providing RFTA transit passes, free or discount parking for car-pools, and other incentives and assistance for employees

### **Bike-share expansion**

The commission discussed emerging RFTA proposal, and accompanying consultant analyses, for expanding bike-share network and facilities into Glenwood Springs.

Linda reported that final details of total cost and municipal cost proportion are not yet complete. Consultant's preliminary recommendations include three phases of implementation in Glenwood Springs, with first phase capital cost estimate approximately \$680,000. A portion of that (perhaps 85%) would be paid by RFTA, costs and funding sources for subsequent phases not yet specified.

More detailed consultant presentation and RFTA board discussion/decisions is anticipated at March 10 RFTA board meeting. In anticipation, the commission approved recommendations for consideration by city council and relay through city's delegates to RFTA board. Detailed recommendations are in separate document, generally summarized as:

- clarify potential cost to city if bike-share is expanded
- clarify bike-share system proposed for Glenwood Springs—size and station locations
- investment in local bicycling infrastructure should be first priority for use of city funding, before investing in bike-share system
- consider alternatives (interim or permanent) to bike-share infrastructure, including partnerships with lodging, large employers, bicycle shops, among others
- use more safety-visible color for bike-share bicycles, if deployed in Glenwood Springs.

### **City boards and commissions, redesign and purposes**

City council will meet with delegates from all boards and commissions on January 27. Each commission is to submit initial recommendations by January 20; the commission will submit a separate document for this purpose. Meanwhile, in response to questionnaire distributed by city council, the commission agreed to recommend:

- priority topics for 2022 are transportation demand management and comprehensive review of city's long range transportation plan (including ranking of large and small capital projects)
- transportation commission should continue to meet monthly
- documented statements of purpose for transportation commission (city charter, internal commission mission statement) should replace the term "investigate" with more collaborative term (*e.g.*, explore, assess, research)
- commission should facilitate citizen engagement on transportation issues and proposals
- mechanics and protocols for submitting commission recommendations should be clarified.

### **Transportation demand management/traffic volume projections**

Terri presented and explained calculations and data used to project motor-traffic increases in and through Glenwood Springs, as part of *Multi-model Options for a Vibrant Economy* (MOVE) study. Sources include 2010 *Corridor Optimization Study*, Colorado Department of Transportation (CDOT) modeling, and OTIS real-time traffic-counts history.

Resulting rates of traffic-volume increase range from .7% to 2.8% per year. Projections do not consider potential effects of transportation demand management (TDM).

Discussion focused on methods for projecting and enshrining goals for TDM, intended to reduce traffic volumes, or at least reduce rate of growth in traffic volumes. Such goals could be set by city council relative to local traffic. Regional traffic goals (Highway 82) would need to involve other entities and authorities, including CDOT, federal transportation agencies, other local governments, and RFTA.

Access to certain programs and funding sources for TDM may require establishment of metropolitan planning organization (MPO) or similar inter-governmental entity; implementation of local TDM measures might be employed within existing governance structures and authorities.

### **MOVE pedestrian-bicycle improvements**

Discussion of commission analysis and recommendations regarding (MOVE), Appendix D *Pedestrian and Bicycle Improvements Plan*, was postponed until February 1 commission meeting.

### **Small capital projects**

Discussion of mechanics for implementing small capital projects—prioritization, funding, installation—was postponed until February 1 commission meeting.

### **Agenda topics for February commission meeting**

- Update from city council/commissions work meeting
- TDM grant-request update, first steps of implementation
- MOVE pedestrian-bicycle recommendations (*in anticipation of city council work session and regular meeting, tentatively scheduled February 3 and 17*)
- Small capital projects implementation protocols

### **Other next steps, potential future agenda topics**

#### *Current, continuing topics*

- Aspen tour, managed parking & TDM
- Transit coordination and refinements, RFTA and Ride Glenwood Springs
- Topical recommendations re final MOVE report and appendices
- TC as referral or review agency, development proposals

#### *Standing topics, when timely*

- Updates and discussion, priority capital projects, large and small
- Reports and discussion, smaller/shorter-term transportation projects, studies, and initiatives

The next regular meeting of the Transportation Commission will be **February 1, 2022, 7:30am.**



## City of Glenwood Springs Transportation Commission *PROPOSED* Minutes, regular meeting – February 1, 2022

The meeting convened (via Zoom) at 7:30am and adjourned at 9:40am.

### **Participants** included:

Commission members: Sandy Lowell, Steve Smith, John Stephens, Ralph Trapani  
City council members Ingrid Wussow, Shelley Kaup  
City staff: Linda DuPriest, Debra Figueroa, Jenn Ooton Terri Partch  
Guests: Jon Harman, Dean Kinkel, Betsy Suerth

### **Minutes**

Approval of January 4 minutes postponed, pending clarification of traffic growth rate projections (under Transportation Demand Management).

### **City council/boards & commissions work session (January 27)**

Summary and report from participants and observers include:

- Responses to city council questions include:
  - prefer to continue meeting monthly
  - interest in commission/applicants has increased
  - interest in meeting and/or conferring with other commissions with overlapping

missions

- City council appreciates work and contributions from Transportation Commission
- City council will discuss possible changes and clarifications to commissions' respective structures, roles, protocols, and duties

Question raised about protocols for Transportation Commission interaction with city professional staff (in addition to, or incorporated with, advising city council), prompted extensive discussion, without final resolution. Themes considered include:

- commission advises city council on general policy and standards, and on select project-specific questions, as requested
- transportation topics to be considered by city council presented first to commission for review, comments, recommendations
- some project-specific topics and other issues not needing city council review presented by staff for commission review and response
- commission consulted at scope-of-work phase for projects and for consultant assignments

Further discussion is expected, pending city council commission-structure decisions noted above.

### **Transportation Demand Management, grant update**

City has received grant for designing transportation management association (TMA), with consultant assistance; grant plus city match and in-kind assistance totals approximately \$70,000.

Staff will present contractor scope-of-work/design for commission review (probably at March commission meeting).

Initial TMA will focus on city geography and authority, expected to evolve into independent community-engagement entity (that is, not a regional multi-jurisdictional authority).

Related discussion included observations that (nationally) traffic has returned to pre-pandemic levels, while transit ridership remains lower than pre-pandemic. Ride Glenwood Springs ridership has remained steady through pandemic, with highest ridership per hour within immediate region. *Colorado Department of Transportation (CDOT) Intermountain Transportation Planning Region* is hosting discussions with municipalities and transit agencies on increasing transit service along intermountain I-70.

### **Small transportation capital projects (carried over from January meeting)**

The commission has posed questions about how projects on the city council-approved small projects priorities list are documented, funded, and implemented by city staff.

Terri explained that city funding for smaller transportation projects and maintenance generally are funded from streets tax. (Large projects generally are funded with A&I revenue, plus outside sources.)

Small projects—or, more often, incremental components of projects—are incorporated into Engineering Department’s professional services budget. Funding for actual implementation of small priority projects comes, at least in large part, from grants pursued by city engineering and grant-writing staff.

John noted February 8 funding-sources workshop for multi-modal projects, presented by *Bicycle Colorado*, recommending city staff and commission members consider attending. [Recording of the workshop will be available afterward.]

### **Managed parking update**

Terri reported city council decision to pursue full enforcement of existing parking regulations, with additional staff and equipment. Staff will also investigate and report to city council on two variations of possible next phase:

- further enhanced enforcement with graduated fines for repeat over-time parking, incentives for directing downtown employees to outlier parking areas (including soon-to-be-expanded parking at old wastewater treatment site (8<sup>th</sup> Street)
- variations of paid parking

Linda is preparing, in consultation with *Downtown Development Authority* (DDA) scope-of-work and request-for-proposals for consultant assistance in evaluating the additional phases, to be presented to city council. Scope-of-work will be presented to the commission for review and comment before going to city council.

### **Confluence project update**

Jenn reported that previous request-for-qualifications for a master developer was closed without awarding a contract, pending related land-exchange negotiations with school district.

### **6<sup>th</sup> Street renovation funding**

Terri asked commission advice regarding funding sources for 6<sup>th</sup> Street renovation (and related components of 8<sup>th</sup> Street renovation).

The city has hired an engineer to prepared design for implementing the 6<sup>th</sup> Street project (funded by DDA). Funding for construction costs has been expected from a combination of A&I bonding authority and federal and/or state grants.

Earlier applications for funding from CDOT Main Streets program and from federal RAISE grants were not approved. In considering whether to re-apply in upcoming grant cycle, federal requirements re construction management and environmental review is now a factor, increasing project costs by perhaps 20%. (Previous applications did not implicate federal requirements.)

After discussion, commission recommended seeking the state and federal funding. Betsy noted that typical project-cost threshold for seeking/not seeking federal funding is \$1 million. Combination of 6<sup>th</sup> and 8<sup>th</sup> projects is expected to cost at least \$5 million.

### **RFTA bike-share study**

Asked about status of commission recommendation to city council regarding ongoing *Roaring Fork Transportation Authority* (RFTA) consultant work on possible expansion of regional bike-share (submitted January 4), Terri reported that the recommendations will be presented to council in coming weeks. City council will consider whether to accept the recommendations and to otherwise advise council representatives to RFTA board.

### **Guest comments**

Guests attending (applicants to the commission who will be considered by city council February 3) expressed enthusiasm for joining the commission and approval of structure and function of commission meetings.

**Thank you, Sandy**



Ralph noted Sandy Lowell's pending departure from the commission, after long service. Ralph, other commission members, and city staff expressed appreciation for Sandy's expertise, insights, and patient service on the commission and to the city.

Sandy responded noting that he now serves on steering committee for city's comprehensive plan update, asking all to advise him in that important new role.

#### **Tasks, homework, follow-up**

- Convey to city council commission bike-share recommendations – Terri
- Review *Long Range Transportation Plan* – all
- Attend Bicycle Colorado federal funding workshop – all
- Clarify traffic growth projections – John, Ralph, Terri, Linda

#### **Agenda topics for March 1 commission meeting**

- Commission roles, duties, protocols, with further clarification from city council
- RFTA bike-share study update, including city council response
- TDM, including scope-of-work for managed parking consultant, and clarification of traffic growth-rate projections
  - Timeline and plan for annual review of *Long-Range Transportation Plan 2015-2015*, including capital projects prioritization
  - MOVE study components to be considered by city council
  - Reconvene working subcommittees?

#### *Standing topics, when timely*

- Updates and discussion, priority capital projects, large and small
- Reports and discussion, studies, and initiatives, and shorter-term and maintenance projects

The next regular meeting of the Transportation Commission will be **March 1, 2022, 7:30am** (*tentatively virtual, stand by for details*).

**City of Glenwood Springs, Transportation Commission**  
**collected past and potential roles and responsibilities, February 2022**  
*(Assembled from meeting minutes and notes late 2021—early 2022)*  
*for discussion at March 1 commission meeting, agenda item #IV*

- annual review and recommendations re *Long Range Transportation Plan*
- receive timely periodic updates (quarterly?) on status of top four large and small capital project priorities
- sequential review and recommendations re active capital projects (*e.g.* prelim, 30%, 60%)
- TDM design and implementation
- initiate transportation-related recommendations re policies, design standards, *etc.*
- review and decide on traffic calming funding applications
- review and advise re studies, consultant services, public engagement related to transportation
- serve as review agency for major land-use and development proposals
- annual work session with city council
- other duties assigned by city council or requested from staff

# Transportation Commission Topical Subcommittees 2020-21

## Bicycle-Pedestrian



- new infrastructure
- repairs & maintenance
- fill route gaps
- integrate into projects
- connections (schools, transit)
- reduce motor-traffic growth
- motivations & incentives



## Combined vision

- diversify travel options
- improve travel efficiency
- reduce traffic growth
- protect neighborhoods
- keep small-town character
- support commercial success
- enhance visitor experience

## Transit



- expand local transit service
- local-regional integration
- reduce motor-traffic growth
- motivations & incentives



## Parking



- convenience
- commercial access
- enhance transit connections
- e-vehicle charging
- motivations to use other modes

# City of Glenwood Springs, Transportation Commission

## Visioning Statement

The Transportation Commission strives to ensure its priorities at all times align with the Strategic Vision and Transportation Plan of the City of Glenwood Springs.

Relevant to transportation priorities, the City's Strategic Vision and goals include:

- Maintaining Glenwood Springs' small-town character;
- Developing, constructing, repairing and maintaining high quality infrastructure;
- Improving the city's transportation system to meet growing needs for circulation, access, safety and transit;
- Ensuring accessibility to recreation facilities and amenities;
- Opposing any threats to livability and the environment of our community; and
- Supporting local businesses to enhance economic success.

The City's Transportation Plan's strategic vision is to create a multi-modal transportation system that efficiently moves people and goods, enhances the quality of life, promotes economic vitality and preserves the historic community character that is Glenwood Springs.

The Transportation Commission prioritizes its efforts, and evaluates development / transportation proposals submitted to it for comment, according to each's capacity to further the following priorities:

- 1) Developing and maintaining a robust, integrated, user friendly transportation system for all modes of travel, serving the entire municipality of Glenwood Springs.
- 2) Reducing the impacts of commuter traffic on the resident individuals, businesses and cultural identity of Glenwood Springs.
- 3) Annually updating a proactive, equitable schedule for the repair, reconstruction, maintenance, signing and striping of existing streets.
- 4) Fostering and encouraging the use of emerging alternative mobility options including, but not limited to: cycling, e-bikes, electric vehicles, scooters, on-demand transit, ride-sharing, and efficient non-redundant bus & public transit options.
- 5) Encouraging the City's leadership in regional planning coordination efforts significant to the Roaring Fork and Grand Valley corridors.