



COLORADO

Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

NAAPME Board of Directors Meeting

February 27, 2025 | 3:00 PM - 4:30 PM

Agenda

- | | | |
|-------|---|-------------------|
| I. | Convene Meeting & Roll Call | 3:00 PM - 3:05 PM |
| II. | Public Comments
Kristin Stephens, NAAPME Chair | 3:05 PM - 3:10 PM |
| III. | Decision Item:
Approval of Minutes from the
December 5, 2024, Board of Directors Meeting
Kristin Stephens, NAAPME Chair | 3:10 PM - 3:15 PM |
| IV. | Decision Item:
Approve Fiscal Year 2026 Budget
Darius Pakbaz, NAAPME Program Administrator | 3:15 PM - 3:25 PM |
| V. | Decision Item:
Approve Fiscal Year 2026 Fee Levels
Darius Pakbaz, NAAPME Program Administrator | 3:25 PM - 3:50 PM |
| VI. | Decision Item:
Update NAAPME Grant Eligibility Criteria
Darius Pakbaz, NAAPME Program Administrator | 3:50 PM - 4:00 PM |
| VII. | “Community Clean Transportation Assistance”
Small Grant Funding Program Update
Darius Pakbaz, NAAPME Program Administrator | 4:00 PM - 4:05 PM |
| VIII. | Decision Item:
Match Hardship Reduction Request
Darius Pakbaz, NAAPME Program Administrator | 4:05 PM - 4:10 PM |
| IX. | Legislative Update
Emily Haddaway, CDOT Office of Government and Public Relations | 4:10 PM - 4:25 PM |
| X. | Enterprise Budget and Program Updates
Darius Pakbaz, NAAPME Program Administrator | 4:25 PM - 4:30 PM |
| XI. | Adjournment | 4:30 PM |

Next Governing Board Meeting: Thursday, March 27, 2025, 3:00 PM - 4:30 PM

Nonattainment Area Air Pollution Mitigation Enterprise



COLORADO

Department of Transportation

Board of Directors Meeting
February 27, 2025



Meeting Agenda

I. Convene Meeting & Roll Call **3:00 PM - 3:05 PM**
Kristin Stephens, NAAPME Chair

I. Public Comments **3:05 PM - 3:10 PM**
Kristin Stephens, NAAPME Chair

I. Approval of Minutes from the December 5, 2024, Board of Directors Meeting **3:10 PM - 3:15 PM**
Kristin Stephens, NAAPME Chair

II. Approve Fiscal Year 2026 Budget **3:15 PM - 3:25 PM**
Darius Pakbaz, NAAPME Program Administrator

I. Approve Fiscal Year 2026 Fee Levels **3:25 PM - 3:50 PM**
Darius Pakbaz, NAAPME Program Administrator

I. Update NAAPME Grant Eligibility Criteria **3:50 PM - 4:00 PM**
Darius Pakbaz, NAAPME Program Administrator

(continued on next page)



Meeting Agenda (cont'd.)

**VII. "Community Clean Transportation Assistance"
Small Grant Funding Program Update** **4:00 PM - 4:05 PM**
Darius Pakbaz, NAAPME Program Administrator

**Decision
Item**

VIII. CCTAP Match Hardship Reduction Request **4:05 PM - 4:10PM**
Darius Pakbaz, NAAPME Program Administrator

VII. Legislative Update **4:10 PM - 4:25 PM**
Emily Haddaway, CDOT Office of Government and Public Relations

VIII. Enterprise Budget and Program Updates **4:25 PM - 4:30 PM**
Darius Pakbaz, NAAPME Program Administrator

IX. Adjournment **4:30 PM**
Kristin Stephens, NAAPME Chair



Public Comments

Kristin Stephens, NAAPME Chair



Decision Item

Approval of Minutes from the December 5, 2024, Board of Directors Meeting

Kristin Stephens, NAAPME Board of Directors Chair



COLORADO

Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

NAAPME Board of Directors Meeting - Minutes

December 5, 2024, 3:00 PM to 4:30 PM

Location: CDOT HQ/Virtual (4:05)

Attendance

Present:

Chair Stephens
Vice Chair Baca
Director Stockinger
Director Ferko
Director Suniga
Director Holguin

Excused Absences:

Director Wheeler

Guests:

Garrett Seddon - CDOT - DTD Administrative Branch
Kay Hruska - CDOT Office of Accounting and Finance
Toni Wines - CDOT Office of Accounting and Finance
Sam Foster - CDOT Office of Accounting and Finance
Toni Wines CDOT Office of Accounting and Finance

NAAPME Staff:

Darius Pakbaz - NAAPME Administrator
Suzanna Alvarado - NAAPME Board Secretary
Phil von Hake - CDOT Multimodal Planning Branch

I. Convene Meeting & Roll Call ([Video 1:19](#))

Chair Stephens convened the meeting and Roll Call was conducted.

II. Public Comment ([Video 2:06](#))

Administrator Pakbaz indicated there was no public comment

III. Decision Item: Approval of Minutes from the October 31, 2024, Board of Directors Meeting ([Video 2:32](#))

Motion made to approve by Director Suniga, the motion was seconded by Director Stockinger, all in favor, motion passed unanimously.

IV. Decision Item: Approval of Fiscal Year 2025 Budget Reconciliation ([Video 9:32](#))

Motion made to approve by Director Ferko and seconded by Director Suniga, all in favor, motion passed unanimously.

V. Decision Item: Approval of NAAPME 2024 Annual Report ([Video 13:56](#))

Motion made to approve by Director Stockinger and seconded by Director Holguin, all in favor, motion passed unanimously.

**VI. "Community Clean Transportation Assistance"
Small Grant Funding Program Update ([Video 14:35](#))**

Administrator Pakbaz provided an update on the Community Clean Transportation Assistance Program, including the launch of a new website with a link to the NOFO application and FAQs. Administrator Pakbaz also mentioned that presentations had been made in numerous locations throughout the state noting that the program is on track and that staff are answering questions and compiling facts for the website.

A webinar for open questions is being planned for February 2025. Director Stockinger expressed appreciation for the technical assistance and suggested that the Transportation Commission's process of considering match requirements on a case-by-case basis could be effective for this program.

VII. Large Grant Program Discussion ([Video 24:59](#))

Administrator Pakbaz revisited the Large Grant Program with the Board, reviewing allocation of program funds based on previous Board discussions. Possible funding opportunities from previous presentations were reviewed for the Large Grant Program including the Bus Rapid Transit (BRT) 2020-2030 Federal corridor and applicable areas of the North Front Range 2050 Regional Transit Plan. Keeping the requirements taken from the CCTAP Small Grant Program, regarding the utilization of CMAQ tools and EnviroScreen for the Large Grant Program was agreed upon by the Board.

The funding plan (adopted by the Board and included in the 10-Year Plan) was reviewed, and next steps discussed in developing a potential program for the Board to

consider. Administrator Pakbaz agreed to follow up with funding timeline considerations for projects that span over future years and what that strategy could look like. Director Stockinger brought up that possible impacts with the incoming Federal Administration could change what money is available and where those funding needs will be.

Future discussions for the Large Grant Program include financial administration and outreach/communication ideas. These will be considered for future Board meetings.

VIII. Enterprise Budget and Program Updates ([Video 47:54](#))

Administrator Pakbaz presented the Budget to Actuals report, highlighting that most of the expenditures were on staff support salaries and legal support from the Department of Law. He also mentioned the development of the fiscal year 2026 budget, which would be a February decision item for the board. The board agreed to skip the January meeting to allow staff time to develop a proposal for the larger Grant program. They also discussed the Spanish version of the Notice of Funding Opportunities (NOFO) and the 10 Year Plan being available on the website. The next meeting was scheduled for February.

IX. Adjournment ([Video 52:29](#))

Next Governing Board Meeting: Thursday February 27, 2025, 3:00 - 4:30 PM



Registry of Actions

Date of Meeting: December 5, 2024

Action Number	Action	Decision
2024-21	Motion to approve minutes from the October 31, 2024 Board of Directors Meeting <ul style="list-style-type: none"> ● Motion made to approve by Director Suniga ● Motion seconded by Director Stockinger ● All in favor, motion passed 	Approved
2024-22	Motion to approve the amended FY25 budget with a total roll forward amount of \$17,471,514 and allocate to the enterprise funding programs as noted in Appendix A. <ul style="list-style-type: none"> ● Motion made to approve by Director Ferko ● Motion seconded by Director Suniga ● All in favor, motion passed 	Approved
2024-23	Motion to approve NAAPME 2024 Annual Report <ul style="list-style-type: none"> ● Motion made to approve by Director Stockinger ● Motion seconded by Director Holguin ● All in favor, motion passed 	Approved

Suzanna Alvarado

2/19/2025

Nonattainment Area Air Pollution Mitigation Board Secretary



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Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

Memorandum

To: Nonattainment Area Air Pollution Mitigation Enterprise (NAAPME) Board of Directors

From: Darius Pakbaz, NAAPME Program Administrator; Sam Foster, CDOT Division of Accounting and Finance

Date: February 27, 2025

Subject: Adoption of the Fiscal Year 2025-26 Budget and Revenue Allocation Plan

Overview:

The annual budget and revenue allocation plan is required under duty for the enterprise under 43-4-1303 of the Colorado Revised Statutes. The budget was previously reviewed by the Board of Directors at the October 2025 NAAPME meeting. The final version of the budget, up for adoption by the Board of Directors expects the following revenue for fiscal year:

- \$10.4 million in Rideshare Fee Revenue
- \$3.0 million in Retail Delivery Fee Revenue
- \$29.9 million in programming & projects revenue from previous fiscal year
- \$300 thousand in unused administration, operating, and contingency funds from previous fiscal years
- \$43.24 million in total revenue in fiscal year.

Based on expected revenues available for next fiscal year, the proposed budget will allocate revenues in fiscal year 2025-26 in the following programs:

- \$17.3 million for the CCTAP Program Fiscal Year 2025 Grant Program
- \$4.8 million for future fiscal year CCTAP Grant Programs
- \$21.15 million for a larger infrastructure grant program funded by the enterprise.
- \$183 thousand for fiscal year 2025-26 administration and operating funds
- \$200 thousand in Board contingency reserve funds.



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Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

This budget is based on the policies approved by the Board and aligns with the enterprise's 10-Year Plan. An approved budget will be submitted to CDOT for incorporation into the total budget package from the Department to the Office of State Planning and Budget and the Long Bill. Fiscal Year 2025-26 will begin on July 1, 2025.

Proposal(s) / Recommendation(s):

Enterprise staff recommends adoption of the proposed fiscal year 2025-26 budget, as presented by the Board of Directors. Staff will submit the approved budget to CDOT for inclusion in the total department budget package.

Actions By Others:

N/A

Previous Discussions / Actions:

- October 2024: Draft fiscal year 2025-26 budget was reviewed by the Board of Directors

Proposed Motion(s):

- Motion to adopt the NAAPME Revenue Allocation Plan, as presented, for Fiscal Year 2025-26.

Attachments:

- Presentation - Fiscal Year 2025-26 Final Budget - February 2025
- Attachment - NAAPME Annual Budget Fiscal Year 2025-26 - Final

Additional Information:

- Please contact [Darius Pakbaz](mailto:Darius.Pakbaz@colorado.gov) (720.241.8097) for further information.



Decision Item

Approve Fiscal Year 2026 Budget

Darius Pakbaz, NAAPME Program Administrator

**Nonattainment Area Air Pollution Mitigation Enterprise
Air Pollution Mitigation Enterprise Fund 542
Fiscal Year 2025-26 Annual Budget 2/27/25**

NAAPME Draft FY2026 Budget

Fiscal Year 2025-26 Revenues			
Line	Revenue Source	Revenues	
1	Air Pollution Mitigation Per Ride Fee	\$	10,370,748
2	Air Pollution Mitigation Retail Delivery Fee	\$	3,006,854
3	Estimated Roll-Forward from FY25 - Programming & Projects	\$	29,944,919
4	Estimated Roll-Forward from FY25 - Administrative & Operating	\$	100,000
5	Estimated Roll-Forward from FY25 - Contingency Reserve	\$	200,000
6	Total Estimated Revenue	\$	43,622,521
7			
Fiscal Year 2025-26 Allocations and Expenses			
Line	Budget Item	Allocation	Expenses
8	Programming & Projects (Pool PST-NAP-25)	\$	43,140,021
9	Community Clean Transportation Assistance Program - FY2025 Grants		\$ (17,300,000)
10	Community Clean Transportation Assistance Program - Future Calls		\$ (4,787,500)
11	Large Infrastructure Grants Program		\$ (21,152,521)
12	Total Programming & Projects Expenses		\$ (43,240,021)
13			
14	Administrative & Operating Activities (Cost Center APME0-542)	\$	182,500
15	Nonattainment Enterprise Staff Compensation		\$ (100,000)
16	Nonattainment Enterprise Program Support		\$ (75,000)
17	Attorney General's Office Legal Services		\$ (4,000)
18	Annual Audit		\$ (2,000)
19	Travel Expenses		\$ (500)
20	Operating Expenses		\$ (1,000)
21	Total Administrative & Operating Activities Expenses		\$ (182,500)
22			
23	Debt Service (Cost Center NAPDS-542)	\$	-
24			
25	Total Debt Service Expenses		\$ -
26			
27	Contingency Reserve (Cost Center NAP50-542)	\$	200,000
28			
29	Total Contingency Reserve Expenses		\$ -
30			
	Total Fund 542 Revenues	\$	43,622,521
	Total Fund 542 Expenses	\$	(43,422,521)
	Total Remaining	\$	200,000

- Draft Budget has been updated with new revenue figures from Board of Directors review in October.
 - Changes from the draft budget are minor.
- Budget to be approved ahead of CDOT Budget submission to the Governor in April 2025.
- Amendments to the Budget will occur throughout the fiscal year as needed.



Fiscal Year 2026 Budget Overview

Budget Line Items	Amount
Fiscal Year 2026 Revenue	\$43,622,521
Programming & Projects	(\$43,240,021)
Administration & Operating	(\$182,500)
Debt Service	\$0
Board Contingency Reserve	(\$200,000)



Fiscal Year 2026 Budget Revenue

Budget Line Items	Amount
Air Pollution Per Ride Fee	\$10,370,748
Air Pollution Mitigation Retail Delivery Fee	\$3,006,854
Roll Forward from FY 2025 - Administration & Operating	\$100,000
Roll Forward from FY 2025 - Programming & Projects	\$29,944,919
Roll Forward from FY 2025 - Contingency Reserve	\$200,000
Total	\$43,240,021



Fiscal Year 2026 Budget Programming & Projects

Budget Line Items	Amount
Community Clean Transportation Assistance - FY 2025 Grants	\$17,300,000
Community Clean Transportation Assistance - Future Calls	\$4,787,500
Large Infrastructure Grant Program	\$21,152,521
Additional Project and Program Support Services	\$0
Total	\$43,240,021



Fiscal Year 2026 Budget Administrative & Operating

Budget Line Items	Amount
Nonattainment Enterprise Staff Compensation	\$100,000
Nonattainment Enterprise Program Support	\$75,000
Department of Law Legal Services	\$4,000
Annual Audit	\$2,000
Travel Expenses	\$500
Operating Expenses	\$1,000
Other Consulting Expenses	\$0
Total	\$182,500



Fiscal Year 2026 Budget

Debt Service and Board Contingency

Budget Line Items	Amount
Debt Service	\$0
Board Contingency Reserve Fund	\$200,000
Total	\$200,000



Overview of Fiscal Year 2026 Final Budget Assumptions & Next Steps

Assumptions:

- Revenue Assumptions Based on latest long range projections provided by Office of Financial Management and Budget at CDOT
- Roll-forward of Revenue - based on expected expenditure from fiscal year 2025.
- Administrative & Operating Activities - based on previous expenses and expected activities for each category.

Next Steps:

- Incorporation into CDOT budget submission packet to the Office of State Planning & Budget - April/May 2025
- Start of Fiscal Year 2025-26 - July 1, 2024.
- Amendment Process for budget - Quarterly in fiscal year 2025-26

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Questions?

Please see Attachment A in the packet for the full, proposed budget.



Proposed Motion

Motion to adopt the NAAPME Revenue Allocation Plan, as presented, for Fiscal Year 2025-26.

Nonattainment Area Air Pollution Mitigation Enterprise
Air Pollution Mitigation Enterprise Fund 542
Fiscal Year 2025-26 Annual Budget 2/27/25

Fiscal Year 2025-26 Revenues			
Line	Revenue Source	Revenues	
1	Air Pollution Mitigation Per Ride Fee	\$ 10,370,748	
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7			
Fiscal Year 2025-26 Allocations and Expenses			
Line	Budget Item	Allocation	Expenses
8	Programming & Projects (Pool PST-NAP-25)	\$ 43,140,021	
9	Community Clean Transportation Assistance Program - FY2025 Grants		\$ (17,300,000)
10	Community Clean Transportation Assistance Program - Future Calls		\$ (4,787,500)
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14	Administrative & Operating Activities (Cost Center APMEO-542)	\$ 182,500	
15	Nonattainment Enterprise Staff Compensation		\$ (100,000)
16	Nonattainment Enterprise Program Support		\$ (75,000)
17	Attorney General's Office Legal Services		\$ (4,000)
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19	Travel Expenses		\$ (500)
20	Operating Expenses		\$ (1,000)
21	Total Administrative & Operating Activities Expenses		\$ (182,500)
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23	Debt Service (Cost Center NAPDS-542)	\$	
24			
25	Total Debt Service Expenses		\$ -
26			
27	Contingency Reserve (Cost Center NAP50-542)	\$ 200,000	
28			
29	Total Contingency Reserve Expenses		\$ -
30			
Total Fund 542 Revenues		\$ 43,622,521	
Total Fund 542 Expenses		\$ (43,422,521)	
Total Remaining		\$ 200,000	



COLORADO

Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

Memorandum

To: Nonattainment Area Air Pollution Mitigation Enterprise (NAAPME) Board of Directors

From: Darius Pakbaz, NAAPME Program Administrator; Sam Foster, CDOT Division of Accounting and Finance

Date: February 27, 2025

Subject: Adoption of the Fiscal Year 2025-26 Retail Delivery and Rideshare Fees

Overview:

43-4-1303 (8)(c)(I) & (II) allows for the adjustment of both the retail delivery fee and the prearranged ride fee on an annual basis based on inflation. New fee levels must be approved by the Enterprise Board (no new rulemaking) and inform the Department of Revenue by March 15th.

For this fiscal year, based on consumer price index for the Denver-Aurora-Lakewood, CO area, the Department of Revenue has recommended the following fee levels for the fees collected and managed by the Enterprise:

- Air Pollution per Ride Fee (Standard Rate): \$0.2550 - increase of \$0.0150 from the previous fiscal year.
- Air Pollution per Ride Fee (Carshare/ZEV Rate): \$0.1350 - increase of \$0.0075 from the previous fiscal year.
- Air Pollution Mitigation Retail Delivery Fee: \$0.0078 - increase of \$0.0003 from the previous fiscal year.

Proposal(s) / Recommendation(s):

Enterprise staff recommends adoption of the proposed fiscal year 2025-26 fee levels, as presented by the Board of Directors. Staff will submit the approved fee levels to the Department of Revenue by March 10, 2025. New fee levels will commence on July 1, 2025.

Actions By Others:

N/A



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Nonattainment Area Air Pollution
Mitigation Enterprise

Previous Discussions / Actions:

- February 2024: Board of Directors approved fee levels for fiscal year 2024-25

Proposed Motion(s):

- Motion to adopt new rideshare and retail delivery fee levels for fiscal year 2025-26, based on the recommendation from the Department of Revenue and NAAPME staff.

Attachments:

- Presentation - Fiscal Year 2025-26 Fee Levels Adjustment - February 2025
- Attachment - DOR Fee Level Recommendations for Fiscal Year 2025-26

Additional Information:

- Please contact [Darius Pakbaz](mailto:Darius.Pakbaz@colorado.gov) (720.241.8097) for further information.



Decision Item

Approve Fiscal Year 2026 Fee Levels

Darius Pakbaz, NAAPME Program Administrator



2 CCR 608-1

Nonattainment Area Air Pollution Mitigation Enterprise Fees

Statutory Authority for Fees

43-4-1303 (7)(b)(I) &(II): Sets the per ride fee:

- Eleven and $\frac{1}{4}$ cents for each prearranged ride that is a carshare ride or for which the driver transports the rider in a zero emissions motor vehicle;
- Twenty-two and $\frac{1}{2}$ cents for every other prearranged ride.

43-4-1303 (8)(b): Sets the retail delivery fee:

- Seven-tenths of one cent per retail delivery.

43-4-1303 (8)(c)(I) & (II) - Yearly Fee level adjustments:

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- Allows for the adjustment of both fees on annual basis based on inflation
- New fee levels must be approved by the Enterprise Board (no new rulemaking) and inform the Department of Revenue by March 15th.



Current and Proposed Fee Levels

Year	Annual CPI	Inflation Rate	Inflation Rate for Fees	Fee Level for Fiscal Year	Standard Rideshare Fee	Carshare/ZEV Rideshare Fee	Retail Delivery Fee
2022	304.424	8.01%	3.86%	2023-24	\$0.2325	\$0.1200	\$0.0073
2023	320.300	5.22%	4.68%	2024-25	\$0.2400	\$0.1275	\$0.0075
2024	327.572	2.27%	4.76%	2025-26	\$0.2550	\$0.1350	\$0.0078

Recommendation for Fee Level Adjustments for Fiscal Year 2024-25:

1. Increase Standard Rideshare Fee for Non-Carshare and Gasoline Powered Vehicles from 24 Cents to **25 ½ Cents**.
2. Increase Carshare/ZEV Rideshare Fee from 12 ¾ Cents to **13 ½ Cents**.
3. Increase Retail Delivery Fee from 75/100 of one cent to **78/100 of one cent**.

Attachment B in the Board of Directors Meeting Packet outlines the Department of Revenue recommendations for Enterprise fees.



Enterprise Board Action & Next Steps

Next Steps:

- 1) Program Administrator will send memorandum to the Department of Revenue outlining the Board's Decision of fiscal year 2025-26 fee levels.
- 2) Updated Enterprise fee levels and fee collection forecasts for review by the Board of Directors.
- 3) Fee levels adjusted by the Department of Revenue starting on July 1, 2025.



Proposed Motion

Motion to adopt new rideshare and retail delivery fee levels for fiscal year 2025-26, based on the recommendation from the Department of Revenue and NAAPME staff.



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Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

Memorandum

To: Nonattainment Area Air Pollution Mitigation Enterprise (NAAPME) Board of Directors

From: Darius Pakbaz, NAAPME Program Administrator

Date: February 27, 2025

Subject: Updating Grant Eligibility Requirements for NAAPME Programs

Overview:

As part of the NAAPME program development process, the Board of Directors approved eligibility requirements for all NAAPME programs, consistent with the minimum requirements outlined in 43-4-1303 C.R.S. This included the following requirement:

- “Eligible project sponsors are in good standing with the Colorado Secretary of State, have no projects on the federal inactive list with the Colorado Department of Transportation or any local government within the nonattainment area, and have not had a non-compliance determination on a sub-allocated recipient audit/visit.”

Staff has worked with partners within CDOT to develop a process for potential grantees to be in compliance with this requirement and has found the following:

- Inactive Federal Local Agency Projects can be due to delays from the state, not necessarily from issues associated with the local agency.
- Inactive projects are hard to track and there is no consistent process or database to view and track the inactive projects.
- Supporting the local agency program has been straining resources at the state level due to a large number of new programs, which may have led to an increase in active projects.
- There currently is a great uncertainty with many grant programs that are funded through federal sources.
- No agencies are in noncompliance with subrecipient audits this last period.
- Local Agencies have requested a “curing” process, allowing them to fix potential issues to allow for eligibility. This may delay execution of the



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Nonattainment Area Air Pollution
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- NAAPME Program if issues that need to be addressed are outside of the control of the local agency.

Proposal(s) / Recommendation(s):

Enterprise staff recommends removal of the following requirement for eligibility for the CCTAP Program and any future grant programs funded by the Enterprise. Grantees still need to follow eligibility requirements set by state statute and by the Enterprise Board of Directors.

Actions By Others:

N/A

Previous Discussions / Actions:

- February 2024: Board of Directors approved general grant eligibility and evaluation criteria for inclusion in the enterprise's 10-year plan.

Proposed Motion(s):

- Motion to remove the following criteria from the NAAPME Program eligibility list, including the NAAPME 10-Year Plan and the CCTAP Grant Program.
 - “Eligible project sponsors are in good standing with the Colorado Secretary of State, have no projects on the federal inactive list with the Colorado Department of Transportation or any local government within the nonattainment area, and have not had a non-compliance determination on a sub-allocated recipient audit/visit.”

Attachments:

- Presentation - Grant Eligibility Criteria Updates - February 2025

Additional Information:

- Please contact [Darius Pakbaz](mailto:Darius.Pakbaz@colorado.gov) (720.241.8097) for further information.



Decision Item

Update NAAPME Grant Eligibility Criteria

Darius Pakbaz, NAAPME Program Administrator



NAAPME Grant Eligibility Criteria - Eligibility for Grants

For Discussion - Approved eligibility criteria by the Board of Directors for all NAAPME Grants:

- **Eligible project sponsors are in good standing with the Colorado Secretary of State, have no projects on the federal inactive list with the Colorado Department of Transportation or any local government within the nonattainment area, and have not had a non-compliance determination on a sub-allocated recipient audit/visit.**



NAAPME Grant Eligibility Criteria - Identified Issues

Staff has been reviewing internally on execution of this eligibility criterion and has discovered the following:

1. Inactive Federal Local Agency Projects can be due to delays from the state, not necessarily from the local agency.
2. Resource strain from a state prospective for supporting local agency projects.
3. Uncertainty from the Federal Government in terms of execution grant programs.
4. No agencies are in noncompliance with subrecipient audits this last period.
5. Request for “curing” process from potential grantees.

RECOMMENDATION: Due to the issues identified, staff recommends removal of the criterion from the eligibility list from the NAAPME Grant Program and 10-Year Plan.



Proposed Motion

Motion to remove the following criteria from the NAAPME Program eligibility list, including the NAAPME 10-Year Plan and the CCTAP Grant Program.

“Eligible project sponsors are in good standing with the Colorado Secretary of State, have no projects on the federal inactive list with the Colorado Department of Transportation or any local government within the nonattainment area, and have not had a non-compliance determination on a sub-allocated recipient audit/visit.”



“Community Clean Transportation Assistance” (CCTAP) Program Update

Darius Pakbaz, NAAPME Program Administrator



CCTAP Update

Updates since December 2024:

- Email correspondence and 1-on-1 meetings
 - Correspondence with 20 different local agencies
 - Meetings with North Front Range MPO, DRCOG, and Upper Front Range TPR to discuss CCTAP Grant
- Development of [FAQs document](#) (updated regularly)
- [Website](#) getting hundreds of hits per week
- Live Webinar with Q&A (February 14)
Recorded and posted to NAAPME Website
- Will provide draft review and engineering feasibility assistance as requested starting in March



CCTAP - Updated Timeline

The NAAPME Board of Directors approved the following timeline for this program:

- **March through April 2025:** Technical review of draft applications and engineering review for infrastructure project feasibility.
- **5:00PM, April 30, 2025:** Deadline to Submit Final Applications with Engineering Review certification.
- **May 2025:** Applications evaluated by Enterprise staff
- **4:30PM, June 26, 2025:** Board of Directors review and award projects for the Fiscal Year 2025 notice of funding opportunity.
- **No Later than July 31, 2024:** Award Notices Sent to Applicable Parties



Decision Item

CCTAP Match Hardship Reduction Request

Darius Pakbaz, NAAPME Program Administrator



CCTAP - Hardship Waiver Requests

Requests received since Feb. 20, 2025:

- **Weld County - CO-52 & WCR 59 Roundabout Project**
 - Local sponsors have limited funds to support this safety and connectivity project
 - Project supports disproportionately impacted communities in rural Weld County
 - Project supports greenhouse gas emissions reductions as outlined in CDOT GHG Report (a requirement for NAAPME funding in statute)
 - Please see Attachment C for full request letter.
 - Request for reduction of match to zero percent.

**Board of Directors can approved this request through a vote.
Additionally, the Board can approve another alternate reduction level.**

Approval of a match reduction request does not constitute grant award or a commitment for funding from the enterprise.



Proposed Motion

Motion to reduce the required match rate for potential CCTAP Grant application for project “CO-52 & WCR 59 Roundabout Project” to be submitted by Weld County and the municipalities of Hudson, Keenesburg, and Lochbuie, to zero percent (0%) match for the fiscal year 2025 CCTAP Call for Projects.



OFFICE OF BOARD OF COMMISSIONERS
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FAX: 970-336-7233
1150 O STREET
P.O. BOX 758
GREELEY, COLORADO 80632

February 18, 2025

NAAPME Board of Directors
c/o Darius Pakbaz, DTD Director
2829 W. Howard Place
Denver, CO 80204

Re: Match Reduction Request for Weld County CCTAP Application – CO52/WCR59 RAB Project

Dear Chair Stephens and NAAPME Board of Directors:

Weld County is sending this match reduction request letter to the NAAPME Board of Directors for your consideration of a hardship reduction waiver on the Community Clean Transportation Assistance grant funding program (CCTAP) required local match for the CO 52 and WCR 59 roundabout (RAB) project.

On behalf of Weld County and some of our SH 52 Coalition partners (Keenesburg, Hudson, Lochbuie, RE-3J School District and CDOT) this local match hardship request helps support our rural agencies who have limited funds to contribute to this very important safety and air quality project. All these communities meet the low-to moderate income thresholds by federal standards, which can be quantified in census tracts 25.02 and 19.13. In addition, Weld County has already committed \$287,126 local match dollars for the Congestion, Mitigation, and Air Quality (CMAQ) grant funds awarded to this project through the Upper Front Range Transportation Planning Region.

This is a project specific hardship request for this rural location, which surpasses the NAAPME program grant criteria for the region. In addition, this application supports CDOT's compliance with their 2030 Greenhouse Gas (GHG) Transportation Report, amended September 7, 2022. The CO 52 and WCR 59 RAB was one of three intersection locations added to the GHG mitigation report to help CDOT comply with their GHG emission reduction results. Not only do these operational improvements, which are included in CDOT's Mitigation Action Plan, capture the additional air quality benefits, but funding of this application completes another project on CDOT's 10 Year Plan.

On behalf of the partner communities, please accept this hardship reduction waiver request to eliminate the twenty-percent (20%) local match requirement for the CO 52 and WCR 59 RAB grant application. We greatly appreciate your full and fair consideration of this request.

Respectfully,

Perry L. Buck
Chair, Weld County Board of Commissioners



COLORADO

Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

Memorandum

To: Nonattainment Area Air Pollution Mitigation Enterprise (NAAPME) Board of Directors

From: Darius Pakbaz, NAAPME Program Administrator; Emily Haddaway, CDOT Legislative Liaison

Date: February 27, 2025

Subject: February 2025 State Legislative Update

Overview:

Staff, with the assistance of the Colorado Department of Transportation, have been tracking pieces of legislation that might affect the funding and business purpose of the Nonattainment Area Air Pollution Mitigation Enterprise. For the 2025 Session of the Colorado General Assembly the following bills have been introduced that may have effects on the enterprise.

- [HB25-1144](#): Repeal Retail Delivery Fees
 - Repeals the retail delivery fee created in Senate Bill 21-260, enacted in 2021.
 - This bill was postponed indefinitely by committee on February 18, 2025.
- [SB25-030](#): Increase Transportation Mode Choice Reduce Emissions
 - The bill also allows The nonattainment area air pollution mitigation enterprise to award grants for the development of mode choice implementation plans, as required by the provisions of the bill for the state, metropolitan planning organizations, and municipalities.
- [SB25-139](#): Grocery & Utility Bill Reduction Measures
 - Section 10 repeals the retail delivery fee created in Senate Bill 21-260, enacted in 2021.
- [SB25-117](#): Reduce Transportation Costs Imposed by Government
 - Repeals the passenger per-ride fees imposed on car share rides by the state, the clean fleet enterprise, and the nonattainment area air pollution mitigation enterprise.



COLORADO

Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

- The bill also requires the nonattainment area air pollution mitigation enterprise, no later than January 1, 2026, to establish a reformulated gasoline cost stabilization program to offer reformulated gasoline cost stabilization rebates to individuals who own motor vehicles that are registered in counties in which the federal government requires all gasoline sold to be reformulated gasoline.

Proposal(s) / Recommendation(s):

No recommendations at this time. The items presented are for discussion only by the Board of Directors.

Actions By Others:

N/A

Previous Discussions / Actions:

N/A

Proposed Motion(s):

N/A

Attachments:

- Presentation - Legislative Update - February 2025

Additional Information:

- Please contact [Darius Pakbaz](mailto:Darius.Pakbaz@cdot.gov) (720.241.8097) for further information.



Legislative Update

Emily Haddaway, CDOT Office of Government and Public Relations



Legislative Update

- **HB25-1144: Repeal Retail Delivery Fees**

(“Postponed Indefinitely” on Feb. 18)

Repeals the retail delivery fee created in Senate Bill 21-260, enacted in 2021.

- **SB25-030: Increase Transportation Mode Choice Reduce Emissions**

The bill also allows The nonattainment area air pollution mitigation enterprise to award grants for the development of mode choice implementation plans

- **SB25-139: Grocery & Utility Bill Reduction Measures**

Section 10 repeals the retail delivery fee created in Senate Bill 21-260, enacted in 2021.

- **SB25-117: Reduce Transportation Costs Imposed by Government**

Repeals the passenger per-ride fees imposed on car share rides by the state, the clean fleet enterprise, and the nonattainment area air pollution mitigation enterprise.

The bill also requires the nonattainment area air pollution mitigation enterprise, no later than January 1, 2026, to establish a reformulated gasoline cost stabilization program to offer reformulated gasoline cost stabilization rebates to individuals who own motor vehicles that are registered in counties in which the federal government requires all gasoline sold to be reformulated gasoline.



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Department of Transportation

Nonattainment Area Air Pollution
Mitigation Enterprise

Memorandum

To: Nonattainment Area Air Pollution Mitigation Enterprise (NAAPME) Board of Directors

From: Darius Pakbaz, NAAPME Program Administrator

Date: February 27, 2025

Subject: Program Administrator Update

Overview:

This workshop will provide the Board an update of the current financial status of the Enterprise as well as potential future discussion items and other notable items related to the Enterprise.

Proposal(s) / Recommendation(s):

No recommendations at this time.

Actions By Others:

N/A

Previous Discussions / Actions:

N/A

Proposed Motion(s):

N/A

Attachments:

Presentation - Program Administrator Update - October 2024

Attachment - NAAPME Budget to Actuals Report - September 2024

Additional Information:

Please contact [Darius Pakbaz](mailto:Darius.Pakbaz@colorado.gov) (720.241.8097) for further information.



Enterprise Budget and Program Updates

Darius Pakbaz, NAAPME Program Administrator

**Fiscal Year 2024-25 Budget to Actual for Fund 542-Ongoing
Nonattainment Area Air Pollution Mitigation Enterprise**

Line Item		Approved Budget-FY24	Total Approved Budget	Total Quarter 1	Total Quarter 2	January 2025	Total	Remaining Funds
1	Fiscal Year Revenues							
2	NAAPME Retail Delivery Fee	\$ 2,543,596	\$ 2,543,596	\$ 554,590	\$ 655,742	\$ 278,912	\$ 1,489,244	
3	NAAPME Rideshare Fee	8,338,066	8,338,066	1,755,683	\$ 2,096,875	2,075,539	5,928,098	
4	Interest Income	-	-	115,125	\$ 187,418	64,467	367,010	
5	Roll-Forward Previous Fiscal Year - Programming & Projects Reconciliation	-	17,140,832	-	-	-	-	
6	Roll-Forward from Previous Fiscal Year - Administrative & Operating	-	130,682	-	-	-	-	
7	Roll-Forward from Previous Fiscal Year - Contingency Reserve	-	200,000	-	-	-	-	
8	Total FY 2024-25 Revenue	\$ 10,881,662	\$28,353,176	\$ 2,425,399	\$ 2,940,035	\$ 2,418,918	\$ 7,784,352	
9	Fiscal Year Allocations							
11	Small Project Grant Program	\$ 18,250,000	\$18,250,000	\$ -	\$ -	\$ -	\$ 18,250,000	
12	Large Project Grant Program	7,620,000	\$ 7,620,000	-	-	-	7,620,000	
13	Total Programming & Projects Expenses	\$ 25,870,000	\$25,870,000	\$ -	\$ -	\$ -		
14	Administration & Agency Operations							
15	Staff Salaries							
16	Staff Salaries	\$ 100,000	\$ 100,000	\$ 4,976	\$ 6,454	\$ 5,993	\$ 17,424	\$ 82,576
17	Total Staff Salaries	\$ 100,000	\$ 100,000	\$ 4,976	\$ 6,454	\$ 5,993	\$ 17,424	\$ 82,576
18	State Agency Support							
19	Department of Law-Legal Support	\$ 2,500	\$ 2,500	\$ 739	\$ -	\$ -	\$ 739	\$ 1,761
20	Office of the State Audit-Annual Financial Audit	2,000	2,000	-	-	-	-	2,000
21	Total State Agency Support	\$ 4,500	\$ 4,500	\$ 739	\$ -	\$ 11,986	\$ 739	\$ 3,761
22	Enterprise Support Initiatives							
23	Language Translation Services	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ 13,125	\$ 13,125	\$ 61,875
24	Consultant Services		-	-	-	-	-	-
25	Total Enterprise Support Initiatives	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ 13,125	\$ 13,125	\$ 61,875
26	Board Meeting Expenses							
27	Board Travel	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
28	Board Meeting Expenses	1,000	1,000	-	-	-	-	1,000
29	Presentation Support		-	-	-	-	-	-
30	Total Board Meeting Expenses	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500
31	Total Administration and Agency Operations	\$ 181,000	\$ 181,000	\$ 5,715	\$ 6,454	\$ 31,105	\$ 31,288	\$ 149,712
34	Contingency Reserve							
35	Enterprise Reserve Fund (>\$200,000.01)	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
36	Total Contingency Reserve	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
37	Total FY 2024-25 Allocations	\$ 381,000						

NAAPME
Budget to Actual
January 2025
Attachment D



Enterprise Program Update

- Development of Fiscal Year 2026 Budget, including reconciliation of funds from FY2024 for current year's budget.
- Potential Hardship Waiver requests to consider for < 20% match in CCTAP applications.
- Outreach and assistance to grantees.
- Developing Larger Grant Program for BRT.
- Continually working on website content to ensure Accessibility.



Future Board of Directors Meeting Business

- **March 27, 2025**
 - “Community Clean Transportation Assistance Program” Update
 - Discussion on Larger “BRT Focused” Grant Program
 - Legislative Update

- **April 24, 2025**
 - “Community Clean Transportation Assistance Program” Update
 - Discussion on Larger “BRT Focused” Grant Program
 - Legislative Update
 - Quarterly Fiscal Year 2025 Budget Amendment (if needed)

- **May 22, 2025**
 - CCTAP Applications Discussion

Fiscal Year 2024-25 Budget to Actual for Fund 542-Ongoing

Nonattainment Area Air Pollution Mitigation Enterprise

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Adjournment

Kristin Stephens, NAAPME Board of Directors Chair