



**Colorado State University
Alternative Transportation Fee Advisory
Board
Academic Year: 2024-2025**

Date of Meeting: 9/30/2024
Ram's Horn Conference Room
Recorded by: Trevor Hale

I. Call to Order – 5:30pm

II. Attendance

Name	Title	Affiliation	Present?
Zachary Cramton	Chair	Executive Board	Yes
Alex Gibbs	Vice Chair	Executive Board	No
Cady Gebhart	Financials	Executive Board	Yes
Alex Zega	Secretary	Executive Board	No
Sophia Hiller	Representative	ASCSU At Large	Yes
Amy Gola	Alt		
Judah Weir	Representative	ASCSU At Large	No
Ben Wakshlag	Representative	Ag Sciences	Yes
Julia Wojciechowska	Representative / Alt		
Wyatt Blecha	Representative	Business	Yes
XX	Representative / Alt		
James O'Brien	Representative	CVMBBS	Yes
Trevor Hale	Representative / Alt		
Bryce Anderson	Representative	Engineering	No
Elijah Brady	Representative / Alt		
Megan Franke	Representative	Graduate School	Yes
Daniella Gueuara	Representative / Alt		
Danny Werhane	Representative	HHS	Yes
XX	Representative / Alt		
Kenny Schlosser	Representative	Liberal Arts	Yes
XX	Representative / Alt		
Anna Biggins	Representative	Natural Sciences	Yes
XX	Representative / Alt		
Duncan Kearne	Representative	Undeclared	Yes
XX	Representative / Alt		
Ari Tishlias	Representative	Warner College	Yes
Thomas Hansen	Representative / Alt		

Has Quorum Been Reached? Yes / No

"Quorum shall consist of seven (7) voting members".
[ATFAB Bylaws, Article V, Section 5](#)

"Voting members shall consist of student members of undergraduate college councils, a student member from the Undeclared Leadership Council, a student member from the Graduate School Council, and two student-at-large members. Associate members shall not have voting rights unless the primary representative from their area of affiliation is not present to vote."
[ATFAB Bylaws, Article III, Section 1](#)

III. Open Items

1. Approve Minutes from Previous Meeting
 - i. Motion by... Trevor Hale
 - ii. Seconded by... Cady Gebhart
 - iii. Approved by unanimous consent

IV. New Business

- a. Project Rating criteria
 - i. These criteria are used to score projects, which we then use to rank projects and decide which projects to fund, always in the order they were ranked.
 - ii. Question from Ag Science: does the ranking/scoring determine which projects we fund?
 1. Chair: Yes. Everyone scores each project based on these criteria. Then, each project gets automatically ranked based on the average score. Then we can go down from top to bottom and fund projects until money runs out. In some cases, we might give partial funding to one project, if possible.
 - iii. Aaron: These criteria are relied upon heavily by projects to create their application and presentation. They use the criteria when developing their project so that the project meets our criteria and will be scored well. We want the criteria to match what we want to achieve on campus so that the projects that get proposed will align with our wants and needs.
 - iv. Finance: When projects start presenting their projects, you should keep these criteria close on hand and take notes so you can give them an accurate score.
 - v. Criteria 1: Benefit to CSU students
 - vi. Criteria 2: Design quality
 - vii. Criteria 3: Environmental Benefit
 1. Considers the triple bottom line
 - viii. Criteria 4: Project Aesthetics
 - ix. Discussion
 1. After brief consideration, no edits to the 2023 Scoring Criteria were proposed. Only edits to be made are updating the year to 2024-2025.
- b. Vote to approve scoring criteria
 - i. See below for roll call vote.
- c. Applications
 - i. There are two separate applications: one for programmatic projects and one for infrastructure projects.
 1. Aaron: infrastructure projects must be OK'd by David Hansen from Facilities Management to ensure that the project design, budget, and timeline make sense. David is our filter to ensure that our funded projects don't have issues with meeting their budget or providing quality products.
 - ii. Question from Ag Science: when they get reviewed by David, will he help adjust the budget if needed, or just reject it?

1. Chair: it's not black and white. His main goal is to guide the proposer towards a proposal that makes sense.
 2. Finance: most of the infrastructure projects are proposed by David and his office anyway, so it's rare that we get projects that need this type of guidance.
 3. Chair: the idea is that students and anyone else without technical experience can submit proposals for complex projects and get guidance to make sure their proposal is solid.
- iii. Applications 101
1. The application is a way for the proposers to outline why we should fund their project. It's also ends up being the backbone of their presentation in terms of talking points.
- iv. Discussion on application deadlines
1. The application needs a deadline so we can begin scheduling presentations and prepare to review them. The deadline for infrastructure proposals is always sooner than for programmatic proposals to allow David Hansen time to review them.
 2. Finance: it makes sense for it to be December 6th for infrastructure projects and January 24th for programmatic projects. That lines up with what we did last year.
 3. Aaron: keep in mind spring break (March 15th). We always try to get the presentations done before spring break to give you enough time for discussion and consideration.
- d. Updates from City of Fort Collins meeting from Aaron
- i. We brought up ATFAB updates and desires to the City.
 - ii. They are aware of the application and want to be notified when it becomes available.
- e. Campus Tour recap
- i. If you have ANY project ideas, please add them to the document in the Teams folder ("ATFAB member project ideas and areas of concern")
 1. Grad school: we need better bus routes to Foothills campus.
 - a. Aaron: definitely bring that up when Transfort comes November. The West Elizabeth project will help, too. It will connect Foothills and main campus with a high frequency and capacity route like the MAX.
 - b. Jamie: some of the covered transit shelter that got funded last year with that grant are being installed at Foothills, which is a huge deal. Between West Elizabeth project and that grant, transit to Foothills will become much easier, hopefully soon.
 2. Warner: underpass under Shields is super scary. Don't know what the solution is, but there needs to be one. Water drainage, visibility, and signage are the main issues.
 - a. Aaron: the key point here should be speed. Bikers are going way too fast through that tunnel. Solution for that problem at the College underpass was a hairpin curve

- to force bikers to slow down. Water drainage is a valid concern, but the City is on the hook for it, not ATFAB.
- b. Finance: vertical ballards to keep bikers in the right lane?
 - i. Jamie: good idea, but that creates an issue for snow removal and may not be effective.
- c. Liberal Arts: add more street level signs?
- d. Finance: add a flashing sign?
- e. Warner: add an audio signal that lets bikers know if it's clear or not?
 - i. Aaron: in our experience that encourages bikers to speed up if they hear the 'all clear' signal. Not good.
- ii. Chair: we need more sign markers at trail intersection to guide new students. At some intersections it's not clear which trails end up going where.
- iii. Chair: Pedestrian-bike intersection southeast of veteran memorial bridge needs some help. Bikers and pedestrians are coming from both directions and neither want to stop.
 - 1. Aaron: there is a design on the books for a roundabout there.
- f. What is upcoming at our next meeting?
 - i. We currently do not have anything slated for next week.
 - ii. Finance: I think we should go over by-laws to get that out of the way. It may not take the whole time, but we can always end early.
 - iii. Chair: that sounds like a plan. Everyone **PLEASE LOOK THROUGH THE BYLAWS** so we can have a productive conversation.
 - iv. Finance: last time we tried to adjust Bylaws, me and Alex Z rewrote the mission statement. The adjusted wording will be on next week's agenda for review beforehand.

V. Roll Call Votes:

"All members specified in Article III section 1 shall have one vote. Quorum must be present before a vote can be taken. Votes should be based on funding rules articulated in Article VII. A majority (more than half) of the present voting members must vote in the affirmative for an item to pass, else it fails."
[ATFAB Bylaws, Article VIII, Section 1](#)

"In the event of a tie, the Chairperson should break the tie with a vote."
[ATFAB Bylaws, Article VIII, Section 4](#)

Motion to ... approve scoring criteria and change the year to 2024-2025 Motion proposed by ... Cady Gebhart Seconded by... Trevor Hale			
Name	Title	Affiliation	Vote
Zachary Cramton	Chair (tiebreaker)	Executive Board	---
Alex Gibbs	Vice Chair	Executive Board	NP
Cady Gebhart	Financials	Executive Board	Yes
Alex Zega	Secretary	Executive Board	NP
Sophia Hiller	Representative	ASCSU At Large	Yes

Amy Gola			
Judah Weir	Representative	ASCSU At Large	NP
Ben Wakshlag	Representative	Ag Sciences	Yes
Julia Wojciechowska	Representative / Alt		
Wyatt Blecha XX	Representative Representative / Alt	Business	Yes
James O'Brien	Representative	CVMBS	Yes
Trevor Hale	Representative / Alt		
Bryce Anderson	Representative	Engineering	NP
Elijah Brady	Representative / Alt		
Megan Franke	Representative	Graduate School	Yes
Daniella Gueuara	Representative / Alt		
Danny Werhane	Representative	HHS	Yes
XX	Representative / Alt		
Kenny Schlosser	Representative	Liberal Arts	Yes
XX	Representative / Alt		
Anna Biggins	Representative	Natural Sciences	Yes
XX	Representative / Alt		
Duncan Kearne	Representative	Undeclared	Yes
XX	Representative / Alt		
Ari Tishlias	Representative	Warner College	Yes
Thomas Hansen	Representative / Alt		
Result	The result of the motion is ... motion passes		

Motion to ... approve application with the edit of changing the deadlines to December 6th for infrastructure projects and January 24th for programmatic projects.
Motion proposed by ... Cady Gebhart
Seconded by... Megan Franke

Name	Title	Affiliation	Vote
Zachary Cramton	Chair (tiebreaker)	Executive Board	---
Alex Gibbs	Vice Chair	Executive Board	NP
Cady Gebhart	Financials	Executive Board	Yes
Alex Zega	Secretary	Executive Board	NP
Sophia Hiller Amy Gola	Representative	ASCSU At Large	Yes
Judah Weir	Representative	ASCSU At Large	NP
Ben Wakshlag	Representative	Ag Sciences	Yes
Julia Wojciechowska	Representative / Alt		
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Danny Werhane	Representative	HHS	Yes
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Kenny Schlosser	Representative	Liberal Arts	Yes
XX	Representative / Alt		

Anna Biggins XX	Representative Representative / Alt	Natural Sciences	Yes
Duncan Kearne XX	Representative Representative / Alt	Undeclared	Yes
Ari Tishlias Thomas Hansen	Representative Representative / Alt	Warner College	Y
Result	The result of the motion is ... motion passes		

VI. Meeting Adjourned