



MPO JOINT TECHNICAL COMMITTEE **& NMDOT MEETING AGENDA**

September 14, 2016
10:00 a.m.

Council Chambers
Bloomfield City Hall
915 North First Street
Bloomfield, New Mexico

AGENDA
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
JOINT TECHNICAL COMMITTEE & NMDOT MEETING
September 14, 2016 10:00 AM

This meeting will be held in Council Chambers at Bloomfield City Hall, 915 North First Street, Bloomfield, New Mexico.

ITEM
1. Call meeting to order
2. Approve the minutes from: <ul style="list-style-type: none"> - July 14, 2016 Technical Committee meeting (revised w/verbatim section) - August 10, 2016 Technical Committee meeting - August 24, 2016 Special Technical Committee Workshop on Complete Streets
3. Update on the Safety Plan. Presented by: Duane Wakan
4. TIP Project Update Presented by: Derrick Garcia
5. Fall Traffic Counts <ul style="list-style-type: none"> a. Update on fall counts b. FMPO/Entity coordination discussion. Presented by: Derrick Garcia
6. Functional Classification Update Presented by: Duane Wakan
7. Information Items <ul style="list-style-type: none"> a. National Association of City Transportation Officials (NACTO) Conference b. New Mexico APA Conference c. Other Presented by: Derrick Garcia
8. Joint Meeting Discussion Items and Additional Reports from NMDOT <ul style="list-style-type: none"> a. NMDOT Discussion on Memorandums of Agreement b. TAP Project Concerns/Issues (Receive input from NMDOT's Environmental, Right-of-Way, and Environmental Justice divisions) c. Additional Update from District 5 (<i>Paul Brasher</i>) d. Additional Update from the Planning Division (<i>Robin Elkin</i>)
9. Review and update the final Complete Streets Design Guidelines Presented by: Duane Wakan
10. Business from Chairman, Members, and Staff
11. Business from the Floor
12. Adjournment

ATTENTION PERSONS WITH DISABILITIES: If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the MPO Administrative Aide at the Downtown Center, 100 W Broadway, Farmington, New Mexico or at 505-599-1466 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the MPO Administrative Aide if a summary or other type of accessible format is needed.

LOCAL_ID	Route	Location	Count Type	Volume	Comments
FM_27	Auburn Ave N	Btwn Apache & Glade	VOL	5,856	
FM_1	20th	Btwn Municipal Dr & Sunset	CLS/SPD	5,478	
FM_17	Airport	Btwn Main & Apache	VOL	4,616	
FM_209	Foothills	Btwn Pinon Hills Blvd & Crestwood Dr	CLS/SPD	4,856	ROAD PAVING BEGAN AFTER SET -- CROPPED TO 32 HR
FM_21	Apache	Btwn Palmer & Airport	CLS/SPD	8,474	
FM_211	Foothills	Btwn Rinconada & End of Route	VOL	1,802	
FM_26	Auburn Ave N	Btwn US 64/Broadway & Apache	VOL	4,448	MULTIPLE TUBE REPAIRS - DATA FOR 8/30 15:00+ USE COUNTS FROM 8/31
FM_29	Beckland Dr	Btwn NM 516/E Main & End of Route	VOL	5,331	
FM_39	Butler	Btwn 20th & 30th	CLS/SPD	14,168	MULTIPLE TUBE REPAIRS - DATA FOR 8/31 AM ARE FROM 8/30 0:00-11:45
FM_63	English	Btwn Largo & NM 516/E Main St	CLS/SPD	3,512	
FM_64	English	Btwn NM 516/E Main St & Pinon Hills	CLS/SPD	6,394	
FM_73	Hutton	Btwn 20th & Cliffside	CLS/SPD	8,115	
FM_8	30th	Btwn Pinon Hills & Sunset	CLS/SPD	6,881	
FM_90	Marseille Blvd	Btwn NM 516/E Main St & Martello	VOL	380	
FM_91	McCormick School	Btwn Murray & US 64/Broadway	VOL	2,306	
AZ_125	Park Ave	Btwn Rio Grande Ave & Chaco St	CLS/SPD	2,146	

LOCAL_ID	Route	Location	Count Type	Volume	Comments
AZ_32	Blanco	Btwn Mesa Verde & E Urban Limit	VOL	510	SWEEPER HIT -- CROPPED TO AVAIL DATA
SJ_154	CR 6480	Btwn Troy King Rd & CR 6200	CLS/SPD	4,280	
SJ_178	US 64/Broadway	Btwn CR 4899 & CR 4800	CLS/SPD	4,795	tube cut - cropped to avail 48h
SJ_195	CR 3000	Btwn CR 3950 & CR 350	CLS/SPD	1,230	
SJ_203	NM 489 (CR 6100)	Btwn CR 6400 & US 64	CLS/SPD	1,926	
SJ_52	Old Aztec Hwy/ CR 3520	Btwn NM 516 & CR 3590	VOL	1,736	
SJ_53	Old Aztec Hwy/ CR 3520	Btwn CR 3590 & CR 350	VOL	1,678	
SJ_76	Lake St	Btwn Murray & Pinon St	VOL	1,172	
AZ_47	CR 3008	Btwn CR 3000 & CR 3009	VOL	179	
AZ_93	Mesa Verde	Btwn Zia & Chuska	VOL	453	
BL_226	E Blanco/CR 4899	Btwn N Kirby St & Deer Trail	CLS/SPD	1,809	
FM_X1	24th St	Btwn Municipal Dr & Glade Rd	VOL	358	
FM_X2	Miller Ave	Btwn Broadway & Miller	VOL	1,559	
BL_X1	Kirby Street	Btwn Evans Ln & Oakwood Dr	VOL	34	
FM_153	Twin Peaks Rd	Btwn NM 170 & Troy King Rd	CLS/SPD	7,562	tube obstruction 9/1 pm - cropped to best 48h
FM_214	Browning Pkwy	Btwn US 64 & So Side River Rd	VOL	14,222	

LOCAL_ID	Route	Location	Count Type	Volume	Comments
SJ_161	US 550	Btwn NM 173 & 5.362 mi S of Col State Line	CLS/SPD	7,916	repeat tube damage, multiple repairs -- high direc split
BL_155	US 550	Btwn Sullivan Rd & US 64	CLS/SPD	11,362	
FM_116	NM 516	Btwn Country Club & CR 350	VOL	25,219	TRAFFIC INTERRUPTION 8/31 12:45-13:15 -- USED DATA FROM 9/1
FM_212	Main St	Btwn Scott & Sullivan	VOL	20,780	
FM_215	Browning Pkwy	Btwn So Side River Rd & Morningstar	VOL	23,076	
FM_35	Butler	Btwn San Juan Blvd & E Main St	VOL	11,468	
FM_86	Main St	Btwn Auburn & Butler	CLS/SPD	14,778	
FM_98	Murray Dr/NM 5001	Btwn US 64/W Main & W Pinon St	VOL	13,590	
SJ_164	US 64	Btwn CR 6500 & NM 489 (CR 6100)	CLS/SPD	21,216	
SJ_172	US 64/Broadway	Btwn Browning Pkwy & CR 5569	CLS/SPD	21,134	
SJ_198	CR 390	Btwn Andrea Dr & CR 350	CLS/SPD	4,063	
SJ_221	US 64	Btwn CR 6800 & CR 6500	CLS/SPD	17,910	
SJ_48	CR 350	Btwn US 64 & CR 5580	CLS/SPD	4,876	
FM_34	Butler	Btwn US 64/Broadway & San Juan	VOL	16,539	
FM_217	NM 516	Btwn Largo & Shopping Center	VOL	34,707	
FM_218	NM 516	Btwn English & Pinon Hills Blvd	VOL	30,838	

LOCAL_ID	Route	Location	Count Type	Volume	Comments
FM_88	Main St	Btwn Sullivan & San Juan Blvd	VOL	20,568	
BL_175	US 64/Broadway	Btwn Church & US 550 S	VOL	19,368	

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
July 13, 2016

Technical Members Present: Jason Thomas, City of Bloomfield
Steven Saavedra (Alt), City of Farmington
David Sypher, City of Farmington
Stephen Lopez (Alt), NMDOT District 5
Andrew Montoya, Red Apple Transit
Fran Fillerup, San Juan County

Technical Members Absent: Bill Watson, City of Aztec
Cindy Lopez, City of Farmington
Paul Brasher, NMDOT District 5

Staff Present: Duane Wakan, MPO Planner
Derrick Garcia, MPO Associate Planner
June Markle, MPO Administrative Aide

Staff Absent: Mary Holton, MPO Officer

Others Present: Robin Elkin, Planning Liaison, NMDOT
Larry Hathaway, Policy Committee Alternate, San
Juan County

1. CALL TO ORDER

Mr. Fillerup called the meeting to order at 10:06 a.m.

Mr. Fillerup asked everyone in attendance to introduce themselves.

2. APPROVE THE MINUTES FROM THE JUNE 22, 2016 TECHNICAL COMMITTEE MEETING

Mr. Lopez moved to approve the minutes from the June 22, 2016 Technical Committee meeting. Mr. Sypher seconded the motion. The motion was passed unanimously.

3. COMPLETE STREETS

Subject:	Complete Streets
Prepared by:	Duane Wakan, MPO Planner
Date:	June 29, 2016

BACKGROUND or PREVIOUS WORK

- Complete Streets are a means of designing a roadway so that it accommodates all modes of travel, including driving, walking, biking, and transit.
- Staff has worked with the Complete Streets Advisory Group (CSAG) on content, and design guidelines for the FMPO planning area.
- The Advisory Group held its last meeting on September 3, 2015 and reviewed the draft Complete Streets Design Guidelines document.
- Technical Committee Workshops were held on February 24, March 16, and April 26 to review and provide edits to the draft Design Guidelines document.
- The Technical Committee reviewed the Intersection section on June 22, 2016 and their recommendations have been included.

CURRENT WORK

- The revised Intersection section of the Design Guidelines document has been updated.
- Minor revisions to the section on equity now include references to environmental justice.

INFORMATION ITEM

- For Technical Committee review and comments.

DISCUSSION: Mr. Wakan presented the final draft of the intersection chapter of the Complete Streets Design Guidelines for review by the Technical Committee. Following the review in June, Staff took those recommendations and made some minor changes and updated verbiage.

The Technical Committee reviewed the revisions page by page:

Page 1 - Multi-Modal Intersections

- Reverse order of paragraphs three and four for better flow;
- Consider adding something about functional classifications in 2nd paragraph after ...”guidelines for each road type...”;
- Also consider adding a reference to ITE.

It was noted that this document is not intended to recommend design treatments since it is meant to be broad design guidelines. The overall document is intended to provide an overview of concepts from throughout the country and the West. The ideas presented could be used if appropriate for future improvements at specific intersections. The examples presented are to illustrate points and to depict concepts the region is looking to have.

Page 2 - Pedestrians

- Focus is too heavy on peds/bikes. Driving around the community where there are bike paths, few bikes are seen. With the recommended changes, the cost per individual bike/ped user will be extremely high. Want balance;

- When talking about corner radii, cannot omit the reason a large radius would be needed in order to facilitate truck/RV traffic. The reader needs to understand why larger radii are used;
- Is this more important for the section on vehicles;
- A page dedicated to each mode of travel, but radii addressed in the pedestrian section and not in the others;
- Since radii discussed in the Pedestrian section only, need to explain why large radii are built and considered;
- Add something in 3rd paragraph about accommodating large vehicle movements;
- Was the illustration from the NACTO Urban Street Design Guide going to be removed? Previous comments indicated this picture was technical and difficult to interpret;
 - Consider a better explanation in 3rd paragraph of the illustration;
 - Illustration serves a purpose;
 - Keep graphics but offer clarification.

Page 3 - Cyclists

- Quote used in the 2nd paragraph is misleading: some believe the quote means a reduction in accidents refers to “bike” accidents only and not to “all” accidents;
- Need to be accurate in what the actual accident reduction would be: will not get a 10% reduction in all accidents;
- The study cited did not say the accident reduction was for “bike accidents” only: do not want to misquote author;
- Consider removing the quote;
- Consider adding, “In one study, they found that...”;
- Reduction percentage will vary across various cities: consider revising to say “...reduce accidents by up to...”;
- Ask for clarification of the reference before it is used: see if this was more than one study, more than a single intersection, more than a single city;
- To gain consensus on this section, the statement will be removed.

It was explained that the illustrations shown on this page are examples only and not necessarily recommendations for any local intersection. Although the illustrations are more urban in nature, they demonstrate a general way for these amenities to be applied. The actual concepts will be left up to the designers and changes implemented will be addressed on a case-by-case basis to keep them context sensitive.

Page 4 - Vehicles

- Concern with the word “undermine” in the 3rd sentence of the 2nd paragraph;
- If radii are too generous and designed for the larger vehicles, a “fast” right hand turn can be created: this is what the intersection design is trying to mitigate;
- Change “undermine” to “cause for concern” or “negatively impact”. This change is simple and the members agreed with the word change to “negatively impact”.

Conclusion

- Include ITE reference;
- Add heading for Works Cited and make a separate section for Resources (include those already listed).

Equity Section

Mr. Wakan explained that this re-written Equity section is more explicit in highlighting some of the Federal requirements on environmental justice. The purpose of the added language is to clarify how environmental justice applies when seeking federal or state project funding.

- Recommendation to paraphrase quote by National Rural Health Association's CEO in 3rd paragraph;
- In last sentence in 4th paragraph: "Recent regulations not require...", add the word "Federal" after "Recent...regulations now...";
- Entities with staff of 50 or more are required to produce Title VI and ADA plans in order to be eligible for state or federal funding. Tribal entities are the only ones exempt from this requirement;
- Importance of including economic considerations when speaking to inequity: 2nd sentence of 1st paragraph insert "economic class" somewhere in that sentence;
- 2nd sentence, 2nd paragraph after "older adults", add "economically disadvantaged";
- 3rd paragraph speaks to inequity in transportation and what can be done in a rural setting (i.e.: sidewalks, bike lanes, rural transit);
- However, then the 3rd paragraph begins talking about rural residents being less healthy...what is the connection with inequity in transportation? Do we need the 2nd part of this paragraph?;
- Consider deleting the 2nd part of the paragraph and discuss the ideas for a rural area - "provide amenities in a rural setting where appropriate" (wider shoulder, detached multi-use trail, rural transit) and work with community/land owners to make these happen. Good examples of rural amenities seen at RTPO meeting at Laguna Pueblo;
- 5th paragraph, last sentence: delete the phrase "Because a community is only as strong as its weakest link..." Just end paragraph with "Weaving equity into place making..."

Mr. Sypher asked when the final draft of the Design Guidelines might be ready for the Technical Committee to review before making their final recommendation. Mr. Wakan said the final draft will be issued in August. Mr. Sypher asked that the final draft be issued at least two weeks prior to the Technical Committee meeting of August 10. Mr. Wakan said that Staff should have no problem getting the draft out to the Technical Committee members two weeks prior to their next meeting.

Mr. Wakan asked that if there are any grammar, punctuation, or syntax edits to the document, to please send those to Staff now. Any further edits to content will be discussed when the Technical Committee reviews the entire draft document in August. Mr. Fillerup stated that it is hoped to get a recommendation from the Technical Committee in August.

Mr. Sypher said that when the full document comes together for review, there could likely be more edits or adjustments desired by the Technical Committee members. Mr. Fillerup noted that the document could still go to the Policy Committee with recommended changes. He recommended that the document be reviewed as a whole, realizing that not every page can say everything that the members would like to be said. Mr. Fillerup reminded the group that these are guidelines only and it is not meant to write specific codes for any ordinance.

ACTION: The chapters were reviewed.

4. TAP/RTP PROJECTS

Subject:	TAP/RTP Projects
Prepared by:	Derrick Garcia, MPO Associate Planner
Date:	July 6, 2016

BACKGROUND

- The MPO issued the call for projects for TAP and RTP funding in FFY2018 and 2019 on May 12, 2016.
- All Project Feasibility Forms (PFF) must be received by the MPO by 5:00 p.m. on July 14, 2016.
- A PFF meeting will be scheduled following the July 14 deadline and will include the sponsoring agency, MPO staff, and NMDOT representatives.
- If the project is deemed feasible at this meeting, the sponsoring agency will be invited to prepare the final application packet that will be due to the MPO in November 2016 (deadline to be announced later).
- All applications must be submitted to NMDOT before November 30, 2016.
- The [FMPOs Website](#) provides links to other related information, such as the updated [TAP/RTP application](#), a [sample resolution of sponsorship](#), the [Project Feasibility Form](#) (PFF), and the [Project Identification Form](#) (PIF).
- Considerations for projects:
 - FAST Act, the Federal transportation legislation enacted in December 2015, further TAP and RTP programs.
 - Projects may include pedestrian and bicycle facilities; safe routes to school projects; infrastructure improvements that provide non-drivers better access to transit; environmental mitigation; and, other improvements to the transportation system.
 - The minimum amount an agency can apply for is \$75,000.
 - The maximum amount an agency can apply for is \$2 Million.
 - TAP projects must be consistent with the New Mexico Transportation Plan and the MPO's 2040 Metropolitan Transportation Plan (MTP), as well as with other locally adopted plans.
 - Both TAP and RTP are cost reimbursement programs which require a 14.56% local match.

CURRENT WORK

- PFFs must be submitted to the MPO by July 14, 2016 at 5:00 p.m.
- PFF meeting will be scheduled following the July 14 deadline.

INFORMATION ITEM

- This item is presented for information purposes only.

DISCUSSION: Mr. Garcia reported that July 14, 2016 is the deadline for TAP/RTP Project Feasibility Forms (PFF) to be submitted to the MPO. Staff has received four or five to date, but work is still ongoing. Following the July 14th deadline, Staff will work with all the NMDOT representatives to set a meeting for the PFF meeting. Project(s) deemed feasible at this meeting will then prepare a final application packet that will be due to the MPO in October or November prior to the November 30th NMDOT submittal deadline.

Mr. Wakan said that the entities are welcome to attend in person the PFF meetings with NMDOT. If unable to attend in person, an entity representative will need to be available by conference phone to answer any project questions that might arise during the review of their project(s).

Mr. Fillerup asked if FMPO could request that those meetings happen preferably during August to allow more time to address any questions and provide a more complete and accurate application. Mr. Wakan stated that Staff will coordinate with District 5 and Robin Elkin to schedule a date for this meeting as quickly as possible.

Mr. Sypher asked if there would be a local selection committee to review and prioritize the projects. Mr. Fillerup said the scoring committee is used for new projects being added to the TIP and not for the TAP process. Every TAP PFF submitted will be forwarded on to the meeting with NMDOT. Funding of the projects(s) will come from this statewide committee and the MPO cannot offer any recommendation or ranking.

Mr. Sypher asked about the TIP selection committee and how they were selected/appointed and the length of their term. Mr. Fillerup noted that the committee members last time were volunteers.

ACTION: The report was received.

5. 2016 SPRING TRAFFIC COUNTS

Subject:	2016 Spring Traffic Counts
Prepared by:	Derrick Garcia, MPO Associate Planner
Date:	July 13, 2016

BACKGROUND

- The MPO maintains traffic counts for over 220 locations throughout the MPO area.
- Locations are counted according to a three-year cycle and change periodically.
- Staff split the administration of the annual traffic count calendar into spring and fall iterations which began 2013.

- NMDOT Traffic Count Division has asked the FMPO to count an additional 15 locations which have been spread out over the spring and fall schedule.

CURRENT WORK

- The MPO scheduled 47 weekday volume counts (~21 Speed & Class) to take place on the week of April 25th.
- The consultant team is contracted to conduct traffic counts in the Fall of 2016.
- Aggregating data for trend analysis.
- Interactive traffic count map now available on FMPO website.
(www.fmtn.org/375/MPO-Traffic-Counts)

INFORMATION ITEM

- Staff will present a report on the 2016 Spring Weekday Traffic Counts.

DISCUSSION: Mr. Garcia summarized the recent spring traffic counts (see details on Pages 4-6 of the Agenda). There were 47 counts taken, 21 of which were speed and class. The 2014-2016 data, however, has not yet been verified by NMDOT's traffic count division. Mr. Garcia also showed the interactive map of the traffic count locations published on the MPO website.

Mr. Sypher said he noticed a few that stood out with marked contrast to previous counts and asked if the MPO planned to follow up and verify the validity of those counts and ensure the accuracy of the numbers. Mr. Garcia said he would check with TRA to ensure there were no issues encountered on their end. Mr. Fillerup asked if Staff would follow up on those locations with sharp, drastic changes and report back at the next Technical Committee meeting.

Mr. Sypher said he had noticed two locations with significant change and offered, if desired, the City of Farmington could provide new counts to help verify the accuracy of the previous counts.

ACTION: The report was received.

6. CRASH ANALYSIS

Subject:	Crash Analysis
Prepared by:	Duane Wakan, MPO Planner
Date:	July 7, 2016

BACKGROUND OR PREVIOUS WORK

- The MPO needs to develop a Safety Plan for use in evaluating needs and targeting safety related projects throughout the MPO area.
- Staff was able to get access to 2013 and 2014 crash data sets provided from the University of New Mexico Crash and Safety Division via the State of New Mexico DOT.
- Staff now has aggregated five years of crash data (2010-2014) which will be

<p>much richer and useful when applying for Highway Safety Improvement Program funds.</p> <ul style="list-style-type: none">▪ More recent crash data sets lack apple to apple details and require geo-coding work in order to be consistent with data sets provided by NMDOT.

CURRENT WORK
<ul style="list-style-type: none">▪ Update a series of crash data maps for the MPO planning area as well as for each entity within the MPO from 2010-2014.▪ Using GIS mapping techniques staff is creating hot spot maps for vehicular and pedestrian hazard areas.▪ Staff is working on before/after studies on US 64 using access management controls as designed and constructed in the City of Bloomfield as a case study for the Access Management Plan (AMP).▪ Integrate historic crash data with the MPOs travel demand model (Bob Shull).

INFORMATION ITEM
<ul style="list-style-type: none">▪ This is an informational item requesting feedback from the Technical Committee members.

DISCUSSION: Mr. Wakan said the MPO has acquired some data from the state for the entire county. The MPO has data from 2009 to 2012 in the database and the state just recently provided the 2013 and 2014 data.

Mr. Wakan stated that having the five years of data will aid entities seeking HSIP funds. It will also be valuable to have this information to integrate into the new safety plan that MPO plans to develop.

Mr. Wakan gave a presentation on preparing to develop the Safety Plan and using the now available crash data information. He presented some information from the National Highway Transportation Safety Administration (NHTSA) on the economic costs to a crash, who pays the most, and who is responsible for remediation.

MPO staff will be studying:

- Crash rates per linear mile;
- Thermal hot spot mapping with weighted values (KABCO: K = Fatality, A = Incapacitating injury, B = Immediate medical attention injury, C = Minor injury with follow-up, O = Property damage only) for each person involved in the crash. This provides a more human element to the crashes;
 - Ped/Cycle
 - Fatalities
 - Corridor analysis
- Crash Trends (alcohol, animal related, etc.);
- Safe Route to School (crashes adjacent to elementary schools across the MPO during the school day).

Mr. Wakan presented the crash incidents for the Aztec corridor for the downtown area as well as the West Aztec Boulevard. The data showed the number of incidents, who/what were involved in the crash, and the number of incidents per linear mile.

For Bloomfield, with the completion of the access management controls, Staff is able to look at the changes in hot spot mapping before and after access management.

In Farmington, Staff reviewed the 20th Street corridor. The PowerPoint showed the frequency of accidents and where they were occurring. Data also showed that the crash rate per linear mile is higher on West Main Street than on East Main Street indicating that there are more hazards in the downtown area. The 20th Street corridor is most dangerous for bicyclists while the downtown area is most dangerous for pedestrians.

Mr. Wakan stated that Staff is working to complete this information for San Juan County, Kirtland, and the Crouch Mesa area until the entire MPO area is mapped. Additionally, the maps will be refined and more narrative added going forward. This will be important content for the access management plan and the safety plan for the future and help to identify needed countermeasures.

Mr. Lopez asked if there were correlations between the high volume traffic intersections and the higher incident of accidents. Mr. Wakan said that this has not been studied yet. Staff has been looking at peak hour traffic volumes and could look at a peak hour and then look to see when the crashes have occurred. Mr. Lopez thought that this information could suggest improvements that could be made at intersections that could mitigate crashes. Mr. Wakan stated that this crash data will be uploaded to the travel demand model to identify hot spots and project future crash sites.

Mr. Fillerup asked if the raw data that went into the analyses could be made available. Mr. Wakan said Staff would work on providing the data used to produce these summaries. Mr. Wakan said that data more recent than 2014 is difficult to acquire because the databases maintained by the local entities do not all have the same level of information available and each collects their information differently. Staff believes discussions with E911 are needed to ensure consistency in collecting data. Mr. Lopez said Albuquerque or Santa Fe may have different accident formatting that could be used as an example. Mr. Wakan thought that if the region could use the format given by the state, this would ensure all the reporting and uploading was being done consistently and timely.

Mr. Saavedra asked what the definition of “truck” was in the data presented. Mr. Wakan said the state’s definition was not known, but noted that FHWA has 13 vehicle classifications and there are six or seven different options for a truck. Mr. Lopez said the separation is commercial trucks versus private vehicles.

Mr. Lopez asked about including crash history data into the traffic count information (Page 7 of the agenda). He noted that District 5 counts on being able to access and incorporate local crash data into their statewide information. He thought this information would be especially pertinent for US 64. Mr. Wakan said Staff would review this request.

ACTION: The report was received.

7. STATUS OF TIP PROJECTS

Subject:	Status of TIP Projects
Prepared by:	Duane Wakan, MPO Planner
Date:	July 6, 2016

BACKGROUND

- The STIP Protocols, finalized in early 2014, indicate that each MPO shall develop a process to monitor the progress and status of each project in the first two years of the TIP. These monthly reviews help correct inconsistencies in the TIP, STIP, the MPO’s MTP, Agreement Request Forms (ARFs), etc.
- The next scheduled TIP Amendment cycle begins in April 2016.
- NMDOT has requested a change for F100112 which will require a TIP amendment.
- NMDOT has issued a call for TAP/RTP projects. Click a link to the guidelines- http://dot.state.nm.us/content/dam/nmdot/planning/FFY18-19_TAP-RTP_Guide.pdf

TRACKING INFORMATION (2016-2021 TIP)

<ul style="list-style-type: none"> ▪ Local Agreement Status (ARF) ▪ ROW Certification ▪ Design Completion 30 - 60 - 90% ▪ Environmental Certification ▪ Utilities Certification ▪ Railroad Certification ▪ Archeology Certification 	<ul style="list-style-type: none"> ▪ ITS/Sys ENG Certification ▪ Public Involvement Certification
--	---

CURRENT WORK

- Top Regional Priority Projects
 - East Arterial Route Phase II- Meeting results with NMDOT ROW and Environmental Division- New mapping- Land-Fill issue updates?
 - Pinon Hills Boulevard Bridge Phases I & II
- Surface Transportation Program Funds (STP) - funds can be used to repair structurally deficient bridges.
- Projects being specified in the 2040 MTP and added to the TIP require scoring committee review
 - One TC member, one PC member and MPO Staff

INFORMATION ITEM

- This is an information item only. Committee members will have an opportunity to provide feedback regarding TIP project status and details.

DISCUSSION: Mr. Wakan reported that there have been some recent TIP modifications: Red Apple Transit requested some funds for design and construction of transit stops be moved; San Juan County also requested the movement of some funds. Mr. Wakan asked if there were updates from the Technical Committee members.

Pinon Hills Boulevard

Mr. Sypher reported that the City of Farmington has been given an extension until August 31 on Phase I of the Pinon Hills Boulevard project. A pre-PS&E is being scheduled for July 29, but Mr. Lopez said he needed to confirm the availability of Mr. Paul Brasher on this date. Mr. Sypher and Mr. Armendariz need to discuss funding, but they are working to resolve the remaining. The environmental comments have been received and the City of Farmington is checking on all the certifications.

Mr. Sypher said the City of Farmington met with the right-of-way division last Friday and there seems to have been a major miscommunication. The City has made a dozen inquiries since July 29, 2015 regarding the status. NMDOT thought the city was asking about an earlier submittal instead of the most recent submittal appraisals. The main reviewer has been on vacation until today and will now confirm which appraisals he actually reviewed. It is believed he reviewed the "secondary" appraisals that dealt with side issues and were not used for the actual purchase. The actual purchase appraisals were not submitted until November and NMDOT thought these were the same appraisals as the original submittal. Mr. Sypher said the City hopes this has been the issue and, if so, hopes to be able to meet the August 31 deadline. If this is not the issue, a retro appraisal process would need to take place that would make meeting the August 31 very difficult if not impossible.

Mr. Sypher said the City of Farmington will need a TIP amendment this fall for the Foothills and 20th Street sidewalk projects to ensure they are eligible projects. Mr. Wakan asked that the City of Farmington download the TIP change request form from the MPO website and then submit to the MPO.

CR 350/390

Mr. Fillerup said the PS&E meeting was held for the intersection of CR 350/390 project. Conversations are continuing on some bid documents.

Pinon Hills Boulevard (Phase III) for San Juan County is still going through right-of-way remapping and environmental re-evaluation. The County met yesterday with the title examiner and coordinated the sharing of the title work and reviews. The environmental re-evaluation is being conducted with BLM as the coordinating agency. Cheney/Walters/Echols is working on the remapping of some of the right-of-way mapping that did not get reflected on the maps submitted and approved.

US 64

Mr. Lopez said that F100112 - Phase V of US 64 is going out to bid and F100113 is being planned for construction in 2019. Timing of construction of F100113 will be based on completion of F100112 allowing for a separation of at least one year to ensure all the construction related issues on the previous project have been completed.

**On 8/10/16, a verbatim transcription was requested for this portion of the meeting minutes. [Begin verbatim record]:*

Fran Fillerup: I want to ask if, maybe in a future meeting, if the District can help clarify and answer... Do you recall the question I posed about pursuing funding

through, for instance, the new STP and how it's been, that grant's been modified, that grant program...and what I've been trying to do is figure out how to apply for federal money. What I'm used to is there's a TAP or RTP call, or some other kind of program that issues a call, and then it's kind of known what the process is and the timing. I looked at the T/LPA Handbook and it sort of just refers to writing a letter to the District and then adding it to the TIP and providing back-up material about a project. It doesn't really say whether you should think you're going to get funding or not or if there's ever a period that it is awarded. That's always been unclear to me how anything other than TAP and RTP, for instance, gets funded.

Stephen Lopez: I believe it has to go through the same process like with a PFF...

Fillerup: Okay. Is there a time frame or do I just prepare a PFF and apply?

Lopez: I think Robin might be able to help or Danial Watts or...

Fillerup: I posed the question to Danial and then I asked for a follow-up and haven't heard an answer from him either. I asked Shawn Sandoval and haven't heard from him.

Duane Wakan: I think this is an issue we have as a bullet item because the STP, Surface Transportation Program, is the most flexible...

Lopez: for use.

Wakan: for use or...for example you can reconstruct off system bridges. We have some bridges in Bloomfield and the county that they have mentioned a need for some STP funds to get those fixed.

Lopez: Right...'cause that's the most flexible and it's probably in the highest demand by the...

Wakan: Correct.

Lopez: So, you have to have good justification in the letter as far as documentation and...

Fillerup: Okay.

Lopez: The existing conditions and if you have any inspection reports to back up your request for replacement of a bridge for example.

Fillerup: Okay.

Lopez: (inaudible)...and to determine a priority of projects for STP.

Fillerup: And then is there...there must be a decision point, right, for money within a certain year, correct?

Lopez: Probably need to coordinate with Rebecca and then DOT management as far as prioritization of STP funding.

Fillerup: Okay. Can we get information...so I mean the T/LPA Handbook is kind of what guides then on that...in that regard?

Lopez: Yes. It's kind of vague as far as that process goes.

Fillerup: Is there a date when, a known date, or at least a month when a decision is going to be made?

Lopez: We get our federal funding, as far as what we get from FHWA, in September...the start of their fiscal year so we can find out how much money we are going to get for each federal funding classification at that time. And then...

Fillerup: I don't have a doubt that I could request it to be added to the TIP and it would get added. So will I know that it is funded if it ends up in the STIP?

Lopez: Yes.

Fillerup: That's how I would know?

Lopez: Yes.

Fillerup: Okay.

David Sypher: That's how you know something's funded is when it ends up in the STIP?

Lopez: Yes.

Sypher: You remember you said that.

Lopez: Well...that's my experience...

Sypher: (laughter)...that was a trick question

Fillerup: So, but what I would do is apply for...I would basically say my funding is - STP funding

Lopez: if that's what you wanted.

Fillerup: That's what I would say when I applied...

Lopez: if you were applying for that type of funding...

Fillerup: ...that's how I apply.

Lopez: Yes.

Fillerup: Alright.

[End verbatim record].

Mr. Elkin added that the process was going in the direction of the PFF process for most projects. Along with completing the PFF and holding a meeting with NMDOT staff, the project must be in the local MTP, fiscally constrained, and then it will be part of the statewide prioritization ranking process.

Mr. Wakan stated that projects being requested to be added to the TIP will have to be scored and ranked. Staff would like to get most of the projects seeking inclusion in the TIP compiled before holding the meeting to rank and score the projects. Currently, the MPO has only received the application for the Downtown Main Street project. Mr. Wakan asked for the entities and NMDOT to submit their requests prior to the August process. There is a quarterly e-mail call for projects sent out by the MPO.

Mr. Sypher asked if clarification could be provided on the term of the selection committee, how they are appointed and when their next review is scheduled. This information will be provided. There are new project applications being submitted to the MPO now and they will be added to the TIP as part of the next amendment cycle. Once all have been received, Staff will coordinate a meeting to prioritize the projects.

ACTION: The TIP projects were reviewed.

8. NMDOT REPORTS

District 5 - Stephen Lopez

NM 170 - the preliminary design will help to identify how to program the phases for this project. Planning years are anticipated to be 2022 and 2023.

Planning Division - Robin Elkin

Mr. Robin said the Planning Division has been working on the MPOs' UPWPs, quarterly invoicing, and completion of the QARs. FMPO did a good job with their UPWP.

Mr. Elkin suggested reversing the order of the agenda items to have the presentations better connect with the other (i.e.: Safety Plan and Complete Streets) and interpreting say, Complete Streets, through the filter of the Safety Plan.

9. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	Derrick Garcia, MPO Associate Planner
Date:	July 5, 2016

INFORMATION ITEMS

- a. **Shiprock Youth Conference.** Staff participated in the Shiprock Youth Conference on June 29, 2016 and had adults and children design Complete Streets concepts.
- b. **FFY2017-2018 UPWP.** The budget tables for 2017 and 2018 have been adjusted slightly to reflect distribution formulas agreed upon by NMDOT and the MPOs.
- c. **Other.**

DISCUSSION:

a. Staff attended the Shiprock Youth Conference on June 29 and had interactive sessions where complete streets concepts were presented to adults and students. Mr. Garcia showed some of the designs that were completed by the participants during the conference and commented that with the limited information they had, they were able to produce some great examples and doable concepts.

b. Mr. Wakan explained NMDOT requested some corrections be made to the FFY2017-2018 budget tables. The difference requires only minor tweaking to the budget and will not affect the MPO work activities.

The Technical Committee discussed how best to review the proposed adjustments:

- Present what categories the money would come out of so know what activities might be impacted;
- Eight different activity areas; all funding could come out of one category;
- Adjustment is a downward adjustment (\$3,000 over the two-year period) so local match contributions will be slightly less than anticipated. If the adjustment had been upward, a full UPWP budget amendment would have been required;
- Can Staff present on this budget revision in August. Only minor adjustment, but it would be good to review;
- This small dollar amount adjustment can be made to the budget with an administrative amendment;
- Provide simple spreadsheet to explain the line items) affected and by how much; ensure that an activity is totally eliminated from the UPWP because of lack of funds;
- Present at the August Technical Committee meeting to keep committee informed;
- Mr. Elkin recommended that it be kept informal and done quickly; do not wait until August to review since it was already submitted past the deadline;
- Easiest way would be to take \$3,000 from the Safety Plan and then when receive the \$7,000 award from the FAST Act, put that all toward the Safety Plan;
- No Committee concern with this proposal;
- Document this recommendation in the meeting minutes.

c. Grant writing seminar. Mr. Garcia said Staff was proposing to host a grant writing seminar for any interested entity staffs. This workshop would assist the entities in

ensuring all required elements (technical, demographic, social, long-range planning aspects) are included on grant applications. Staff also recommends the possibility of organizing grant writing steering committees within each entity.

Mr. Fillerup recommended the workshop be presented by someone familiar with transportation projects. Mr. Lopez added that each grant has different criteria that would also need to be understood by the presenter. Mr. Wakan said the workshop would consider the basic principles/elements required when applying for TAP/Brownsville/TIGER and also provide options for applying for non-traditional grants. The MPO can provide backup information and data to assist with the grant request, but Staff cannot provide the actual grant writing.

Staff will research who/what is available, cost, and availability. Staff will ensure they have the needed transportation background.

10. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Mr. Sypher said he had done some follow-up research on the access management plan and found that the City of Farmington had adopted the plan. It was then put on hold for a short time until provisions for a variance were made. Subsequently, it was brought back and adopted by the City Council and it is an active part of the city's process. Mr. Wakan reported that the other entities had also adopted the plan. It was recommended that the access management plan be added to the September or October agenda to begin addressing what needs to be done with, or to, the document.

Mr. Lopez recommended using the State's access management plan as a reference for these discussions.

There was no additional business from the Chairman, Members and Staff.

11. BUSINESS FROM THE FLOOR

There was no business from the Floor.

12. ADJOURNMENT

Adjourned at 12:28 pm

Fran Fillerup, Chair

June Markle, MPO Administrative Aide

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
August 10, 2016

Technical Members Present: Bill Watson, City of Aztec
Cindy Lopez, City of Farmington
David Sypher, City of Farmington
Paul Brasher, NMDOT District 5
Andrew Montoya, Red Apple Transit
Fran Fillerup, San Juan County

Technical Members Absent: Jason Thomas, City of Bloomfield

Staff Present: Mary Holton, MPO Officer
Duane Wakan, MPO Planner
June Markle, MPO Administrative Aide

Staff Absent: Derrick Garcia, MPO Associate Planner

Others Present: Larry Hathaway, San Juan County
Nica Westerling, City of Farmington

1. CALL TO ORDER

Mr. Fillerup called the meeting to order at 10:02 a.m.

2. APPROVE THE MINUTES FROM THE JULY 13, 2016 TECHNICAL COMMITTEE MEETING

Ms. Lopez moved to approve the minutes from the July 13, 2016 Technical Committee meeting. Mr. Brasher seconded the motion.

Mr. Sypher asked that the portion of the July 13, 2016 minutes shown on Page 23 (paragraphs 2-5) of the current agenda be revised to reflect verbatim minutes.

Ms. Lopez withdrew her motion to approve the July 13, 2016 meeting minutes pending the re-write of the section noted by Mr. Sypher. Approval of the July 13, 2016 minutes was tabled until the next Technical Committee meeting.

3. SAFETY PLAN

Subject:	Safety Plan
Prepared by:	Duane Wakan, MPO Planner
Date:	August 1, 2016

BACKGROUND

- The MPO needs to develop a Safety Plan for use in evaluating needs and targeting safety related projects throughout the MPO area.
- The Safety Plan will be a resource for the entities and NMDOT to use in improving the safety of the transportation system by identifying improvements to be made for all modes of travel and areas of greatest need.
- A Safety plan is a tool whereby local projects can be prioritized with the appropriate safety countermeasure(s).
- NMDOT recognized MPOs who have developed safety plans when considering Highway Safety Improvement Plans and funding opportunities.
- All modes should be considered when developing a safety plan.
MPO Funds will use a combination of PL and 5303 programs by formula to pay for the primary consulting services

CURRENT WORK

- Establish a steering committee to ascertain regional safety goals and objectives
- Create a RFQ/P to attract the appropriate consultant
- MPO Intern is currently creating the preliminary crash data maps for use in the public participation process
- Integrate historic crash data with the MPOs travel demand model (Bob Shull)
- Staff research consistently found the four E's of safety to be prevalent in safety plans, Engineering, Education, Enforcement and Emergency Medical Services (EMS) - Data Driven plan - Goals and Objectives- Safety Counter Measures
- MPO Staff will present the timeline for moving forward with development of the Safety Plan.

INFORMATION ITEM

- This is an informational item requesting feedback from the Technical Committee members.

DISCUSSION: Mr. Wakan provided an update on development of the regional Safety Plan. Along with establishing a steering committee to ascertain regional safety goals and objectives, Staff has been preparing the preliminary crash data maps and other materials for use in the public outreach meetings. The data shows the existing travel conditions county-wide dissected by intersection, corridor, and area of concern.

The next step is to integrate this historic crash data into the MPO's travel demand model and run the analyses. This work will be contracted out to Mr. Bob Shull.

Mr. Sypher said that the City's traffic division should have very current and up-to-date crash data available. The City is now receiving that information directly from the police department and the software is operating correctly. Mr. Sypher thought it was important that the most current data be used in the study. He asked if Staff had been provided this information from the City's traffic division. Mr. Wakan said he had not heard from the traffic division and no 2015 or 2016 data has been incorporated. He explained that only the City of Farmington has this updated data, and using it would throw off the hot spot mapping as it would not be reflecting the same time frame as the rest of the county. Staff does plan to do some specific studies for the City of Farmington regarding the adaptive signals installed on East Main. They are working to

get crash data that would be able to show the before and after safety picture along this corridor. It is anticipated that the adaptive signals have improved the safety of this roadway.

Mr. Wakan reported that Staff has been working the Farmington Police Department to get crash data. However, after 30 days or so, the data is dumped and access is no longer available. Additionally, the information from the police department is not geocoded. Mr. Wakan said he would speak with Mr. Isaac BlueEyes in the traffic division to see if his data is geocoded. If the data is not geocoded, the process to do so is very lengthy.

Mr. Wakan explained the timeline for development of the safety plan:

- Begin travel demand model work with a tentative deadline to analyze and upload by the end of September;
- Hire a facilitator for the public engagement in mid-September to early October;
- Begin public events in mid-October;
- Hire consultant to write plan in mid-October to early November;
- Present final draft plan to MPO Committees in early 2017.

Mr. Fillerup asked what the product would look like. He asked if the plan would actually be several smaller studies with recommendations focused on the highest priority locations, highlighting the different types of hazards, crash locations, and unsafe locations. Mr. Wakan said the public process will actually determine the look of the end product safety plan. He anticipates highlighting problematic area within the region and through analysis by Staff and the consultant, will try to determine where and why the problems are occurring and identify counter-measures.

Mr. Fillerup asked if the four E's - Engineering, Education, Enforcement and Emergency Medical Services (EMS) - listed in the agenda would be included as part of the purchasing request for services. Ms. Holton commented that the steering committee will have a lot of input on what the final document will look like. She encouraged those interested to participate on the committee.

Mr. Wakan said the steering committee would be developed in mid-September or early October. He anticipates that the facilitator would also help with these discussions. Ms. Holton reported that Staff had looked at other safety plans and those could be made available to the Technical Committee. An established Safety Plan will put the entities in a better position to receive state funding in the future. Ms. Lopez thought that having safety plan templates/outlines would be helpful in developing the FMPO safety plan. She said the expectations of NMDOT need to be considered when developing the safety plan. Mr. Wakan said NMDOT will be stakeholders in the process and invited to participate.

ACTION: The report was received.

4. FFY2017-2018 UNIFIED PLANNING WORK PROGRAM

Subject:	FFY2017-2018 Unified Planning Work Program
Prepared by:	Duane Wakan, MPO Planner
Date:	August 3, 2015

BACKGROUND

- The Unified Planning Work Program (UPWP) is the fiscal year work plan for the MPO.
- The FFY2017-2018 UPWP will cover planning activities and work products to be completed from October 1, 2016 to September 30, 2018.
- The final UPWP was adopted by the Policy Committee in a special meeting on June 23, 2016.
- NMDOT requested some corrections be made to the FFY2017-2018 budget tables.

CURRENT WORK

- Staff over budgeted \$5,022 in FFY 2017 and \$2,564 in FFY2018 totaling \$7,585.
- Staff was alerted to program FAST Act funds in the amount of \$8,509 which includes local match into the FFY2017 budget.
- The \$8,509 in FAST Act funds will need to be expended by Dec 31, 2017.
- Staff alerted NMDOT that those funds to be applied to complete the Safety Plan.
- The net difference was + \$924.00 to the overall budget over FFY17-18.
- The Technical Committee expressed no concern with the proposed adjustment at the July 13, 2016 meeting

INFORMATION ITEM

- It is recommended that the Technical Committee receive a report on the administrative adjustment to the FFY2017-2018 UPWP.

DISCUSSION: Mr. Wakan reported on the changes made to the UPWP budget due to the budget numbers for FFY2017 and FFY2018 being programmed incorrectly. The budget was over by \$5,022 in FFY2017 and \$2,564 in FFY2018. The state alerted the MPO that they would be receiving \$8,509 in FAST Act funds and those needed to be programmed into the UPWP. This offset much of the budget overage and left a difference of \$924 to be programmed into the two years. Mr. Wakan said that since this change impacts less than 20% of the overall budget, the adjustment can be made administratively.

Mr. Wakan stated that the FAST Act funds of \$8,509 will need to be spent by December 31, 2016. This money will be dedicated to development of the safety plan and NMDOT has been made aware of this plan.

ACTION: The report was received.

5. STATUS OF TIP PROJECTS

Subject:	Status of TIP Projects
Prepared by:	Duane Wakan, MPO Planner
Date:	August 2, 2016

BACKGROUND
<ul style="list-style-type: none"> ▪ The STIP Protocols, finalized in early 2014, indicate that each MPO shall develop a process to monitor the progress and status of each project in the first two years of the TIP. These monthly reviews help correct inconsistencies in the TIP, STIP, the MPO's MTP, Agreement Request Forms (ARFs), etc. ▪ The next scheduled TIP Amendment cycle begins in April 2016. ▪ NMDOT has requested a change for F100112 which will require a TIP amendment. ▪ NMDOT has issued a call for TAP/RTP projects. Click a link to the guidelines- http://dot.state.nm.us/content/dam/nmdot/planning/FFY18-19_TAP-RTP_Guide.pdf

TRACKING INFORMATION (2016-2021 TIP)	
<ul style="list-style-type: none"> ▪ Local Agreement Status (ARF) ▪ ROW Certification ▪ Design Completion 30 - 60 - 90% ▪ Environmental Certification ▪ Utilities Certification ▪ Railroad Certification ▪ Archeology Certification 	<ul style="list-style-type: none"> ▪ ITS/Sys ENG Certification ▪ Public Involvement Certification

CURRENT WORK
<ul style="list-style-type: none"> ▪ Top Regional Priority Projects <ul style="list-style-type: none"> ○ East Arterial Route Phase II- Meeting results with NMDOT ROW and Environmental Division- New mapping- Land-Fill issue updates? ○ Pinon Hills Boulevard Bridge Phases I & II ▪ Surface Transportation Program Funds (STP)- funds can be used to repair structurally deficient bridges. ▪ Projects being specified in the 2040 MTP and added to the TIP require scoring committee review <ul style="list-style-type: none"> ○ One TC member, one PC member and MPO Staff

INFORMATION ITEM
<ul style="list-style-type: none"> ▪ This is an information item only. Committee members will have an opportunity to provide feedback regarding TIP project status and details.

DISCUSSION: Mr. Wakan asked the Technical Committee members for their project updates:

East Arterial - Phase IB

Mr. Watson reported that paving of Phase IB of the East Arterial project is expected to be completed by the end of August or the beginning of September. Final cleanups will follow paving.

East Arterial - Phase II

Issues continue with Phase II of the East Arterial project due to the landfill that was discovered late in the project. The Bureau of Land Management will be transferring ownership of the 10-acre parcel where the landfill is located back to the City of Aztec so the City will then own that parcel. Mr. Watson said this process could take as long as one year to complete. Once this is finalized, the City expects to have the remainder of the right-of-way cleared and be able to go to PS&E sometime next summer. Mr. Watson also stated that Aztec expects to add onto Phase II in the fall of 2017.

Mr. Wakan reported on a previously designated state match that NMDOT has requested be changed to a local match. Mr. Watson said the City of Aztec was aware of this change. Because of the right-of-way delays, no money will be spent on this project until FY2018. Mr. Sypher urged Mr. Watson to get the final sunset date for the funding to ensure the funding can be moved forward. Mr. Wakan said he would follow up with Rebecca Maes on this issue and report back to Mr. Watson.

Mr. Watson stated that right-of-way has been an issue mostly due to the landfill. The City of Aztec is moving forward with a waste disposal plan which will all be incorporated into the environmental document. Mr. Brasher asked where all the landfill material/debris will go. Mr. Watson replied that the only place it can go is to the county landfill because a new landfill cannot be opened. Cost to move the landfill material is expected to be approximately \$1,000,000.

Pinon Hills Boulevard - Phase I

Mr. Sypher reported that FHWA and NMDOT have pulled the funding for this project. The City of Farmington has requested to move forward with the approval process to have a shelf-ready project. Mr. Sypher has some further discussions pending with City Manager, Rob Mayes, and Farmington City Council and then he hoped to speak with Mr. Watson and Mr. Fillerup. All of the City of Farmington submittals will be in this week as promised. Mr. Sypher reminded Mr. Brasher that the City still needs the single source letter from District 5.

Mr. Sypher explained further the STP-Small Urban funding was not eligible to be moved forward. However, more disturbing, NMDOT had committed to provide \$4,000,000 in 2020 and 2021 with the City of Farmington providing a \$2,000,000 match in both of those years and NMDOT elected not to honor this agreement. When this happened and it was reported to FHWA, FHWA pulled the plug on the project because the funding was pulled. When funding for F100101 was pulled, project #F100100 was then also eliminated.

Mr. Watson asked the reason for NMDOT pulling the funding. Mr. Sypher said the City of Farmington has not received an explanation. The previous District 5 Engineer had made the funding commitment so Mr. Brasher did not participate in the current discussions. Mr. Sypher again said he would explain in more detail what had transpired outside of the official meeting setting. Mr. Watson thought it strange to pull funding

from a project that had been ongoing for years. Mr. Sypher replied that once he understood NMDOT's process, having the funds pulled would not seem strange.

Pinon Hills Boulevard - Phase III

Mr. Fillerup reported that Phase III of the Pinon Hills Boulevard, the County is making progress. With BLM as the coordinating agency, the re-evaluation of the environmental document has been undertaken and right-of-way mapping is being redone. The County has issues with the design phase funding and they have requested an extension of the agreement. They have not yet received a response to that extension request.

Mr. Fillerup asked if the modification to move the funding had been completed. Mr. Wakan reported that some of the STIP information has not been updated on the NMDOT website. He will follow up with Ms. Maes to make sure the changes are updated.

US 64 - Phase 5

Mr. Brasher reported that Phase 5 of US 64 is in design. NMDOT will be putting gaps between the phases of US 64 in order to fully finish up the current project and address any punch list items before the next phase is started.

Mr. Fillerup asked when the intersection of US 64 and CR 350 might go to construction. Mr. Brasher stated that this will be a concrete intersection and would probably be constructed in early 2018.

NM 173

Mr. Brasher said the utility issues that are taking some time to work out and has pushed the project more than a year out. NMDOT's legal division is working with Williams Energy to determine responsibility for getting the gas lines out of the way of the planned construction. Mr. Brasher commented that this is a significant issue and will be so especially in subsequent phases of the project and is precedent setting as well.

Mr. Wakan asked if, due to the construction delay, the proposed phase from milepost 2 to 3.5 should be moved to 2017. Mr. Brasher agreed that this would be prudent. Mr. Wakan asked if Mr. Brasher would complete a TIP change form for this project. He noted that Mr. Stephen Lopez is familiar with the form and it is available on the MPO website.

CR 350/390 Intersection

Mr. Fillerup said the bid book took some time along with completing approval of a spec sheet. All this is now finished. The County has not received the signed cooperative agreement back from NMDOT. The County hopes to bid construction of the project this fall, but depending on when the signed cooperative agreement is received from NMDOT, construction will likely go into 2017.

Vereda de Rio San Juan River Trail

Mr. Wakan said the City of Bloomfield projects will be removed from the TIP at the end of the current federal fiscal year.

Kirtland Walk Path

Mr. Fillerup said the engineers have begun working on the design scope for the Kirtland Walk Path. He had no additional update on this project.

Mr. Wakan asked if a design agreement had been in place before the consultant was hired. Mr. Fillerup said this was necessary to show the County's finance department that the project could be invoiced and request payment.

Red Apple Transit - Capital/Operating

Mr. Montoya said the more accurate figure should be \$1,100,000. Mr. Wakan said this change will need to go through an amendment process. Additionally, funding for the Red Apple hub has been moved from the construction phase to design.

ACTION: The report was received.

6. 2016 SPRING TRAFFIC COUNT

Subject:	2016 Spring Traffic Counts
Prepared by:	Derrick Garcia, MPO Associate Planner
Date:	August 3, 2016

BACKGROUND

- The MPO maintains traffic counts for over 220 locations throughout the MPO area.
- Locations are counted according to a three-year cycle and change periodically.
- Staff split the administration of the annual traffic count calendar into spring and fall iterations which began 2013.
- NMDOT Traffic Count Division has asked the FMPO to count an additional 15 locations which have been spread out over the spring and fall schedule. Several of the locations were in marked contrast to previous counts and Staff was asked to follow up and verify the validity of those counts and ensure the accuracy of the numbers.

CURRENT WORK

- The MPO scheduled 47 weekday volume counts (~21 Speed & Class) to take place on the week of April 25th.
- The consultant team is contracted to conduct traffic counts in the Fall of 2016.
- Aggregating data for trend analysis.
- Interactive traffic count map now available on FMPO website.
(www.fmtn.org/375/MPO-Traffic-Counts)
- Staff checked with TRA to ensure there were no issues encountered during the actual counts.

INFORMATION ITEM

- An update on the 2016 Spring Weekday Traffic Counts to address those locations with significant changes.

DISCUSSION: Mr. Wakan reported that Staff had reviewed several count locations that had noticeable changes during the 2016 spring traffic counts vs. earlier counts (Page 6 of the Agenda).

For site #BL155 (US 550 from Sullivan Road to US 64) the tubes were pulled up and the count is not a good count. Mr. Sypher questioned if the consultant could not be asked to go out and correct the problem. Mr. Wakan replied that if there is an equipment failure, TRA will redo the count at no charge. If, however, a city sweeper pulls up the counter, the consultant is not responsible for that failure.

The other count that was questionable was #FM188 (30th Street from Hutton to College Boulevard). This count showed that the westbound count was twice as high as the eastbound traffic in the same section. There were no equipment failures noted, and Mr. Wakan suggested that the discrepancy could be due to the construction on 20th Street and drivers using 30th Street as an alternate route. Mr. Sypher asked that this count not be considered as accurate and be pulled from published information on traffic counts.

Mr. Wakan reported that TRA has been scheduled for early September to do the fall traffic counts. The count list will be sent out for review by the entities so any areas of conflict can be removed from the list and rescheduled for a later count. The draft list was briefly reviewed by the Technical Committee. Counts on 30th Street will be delayed until construction on 20th Street is completed and the Bloomfield count, BL155, added back onto the fall list.

Mr. Brasher asked if the counts were taken when schools were in session. Mr. Wakan stated that spring counts were taken during the 2015-2016 school year.

ACTION: The report was received.

7. REPORTS FROM NMDOT

District 5 - Paul Brasher

Mr. Brasher spoke to the commitment by FHWA and NMDOT to ensure that all funded projects are built in strict compliance with ADA. Because FHWA has taken a stricter stance on this, NMDOT now needs to take a more active role in local government projects. He noted several projects involving sidewalks and pedestrian detours that were not being constructed in strict compliance with ADA and had to be re-built.

Mr. Brasher explained that he was not necessarily speaking about sidewalk slopes or ramps, but pedestrian detours during construction and the need to have ADA accessible sidewalk detours during actual sidewalk construction. The sidewalk detours must be made as compliant and in accordance to ADA requirements as the actual completed sidewalk. The requirements for compliance are stringent with few exceptions. He recommended that particular attention be paid to ADA compliance in project design and construction since FHWA is firm and unyielding on these requirements.

Mr. Sypher stated that FHWA does understand changes due to topographical or geographical constraints, but if it is specified a certain way in your design plans, those

plans cannot be deviated from. There is no latitude or tolerance to go outside the design plans.

There was also discussion on the acceptable length of smart level to be used. NMDOT recommended, and the City of Farmington used, a two foot smart level; FHWA said to use a four foot level. The information received from the two agencies is conflicting. Mr. Brasher said that FHWA is accepting the two foot level. Mr. Sypher said FHWA did not accept the two foot level with the City of Farmington's project. He added that getting the design approved was a lengthy and time-consuming process and urged the other entities to be sure to strictly adhere to the construction design plans.

Mr. Wakan said that from Staff trainings on the established CFRs, FHWA has their requirements and the state has their own. If the state's requirements meet the minimum federal requirements and goes beyond, the state's requirements are the ones the entities must comply with.

Planning Division - Robin Elkin

Mr. Elkin was not in attendance and there was no report from the Planning Division.

Mr. Watson asked if the City of Farmington had an agreement with NMDOT to maintain state highways through the city. Mr. Sypher said they do not, but are in negotiations to get agreements in place. He said there some materials and signal maintenance considerations that were partially outlined and agreed to by handshake. However, there are no formal agreements and reimbursements from NMDOT have been very limited.

Mr. Watson asked if the County had established one for litter. Mr. Fillerup said the County does have an agreement with NMDOT for litter pick up. In this same agreement, there is consideration for blading on NM 57. Mr. Brasher thought the agreement also said the County was responsible for filling potholes on NM 57. Mr. Fillerup said he would follow up on this because he was only aware of providing the blading.

Mr. Watson expressed concern over sand accumulating on US 550 following rain storms and asked if it was the City of Aztec's responsibility to clean that up. Mr. Brasher replied that it was not the city's responsibility and that NMDOT takes care of all state roads except by special exception. Mr. Watson added that the City of Aztec does not believe they should be responsible for maintaining the highway or, if they do, they should be reimbursed for the costs. Mr. Watson explained to Mr. Brasher that it is very difficult to get the local maintenance crews to respond to these types of issues. Because of this, and with the recent heavy rains, City of Aztec crews will be called on to vacuum out the storm drains along US 550. Mr. Watson stated that this is a problem and where do the entities draw the line on maintaining the state highways.

Mr. Brasher said that NMDOT does maintain the state facilities, but there are a lot of miles to maintain and only limited funding to go around. He recommended that out of self-defense, the cities should take care of any issues. Mr. Fillerup asked if the entity does the work can they then request reimbursement from NMDOT. Mr. Brasher said not without an agreement already in place.

Mr. Sypher explained that when he said the City of Farmington had no agreements in place he was speaking of signal agreements and some maintenance items. He said there is an old '70's agreement that says NMDOT will provide materials and the city will provide the labor. NMDOT, however, has said they will not honor this agreement so the city would have to take legal action to get them to honor the agreement.

Mr. Sypher said he believes that NMDOT counts on the fact that local residents will hold the city accountable for the repair and upkeep of roadways within the city limits since they are unaware these are actually the responsibility of NMDOT. Mr. Brasher countered that this was not a statement of policy and the public does call the state with roadway issues.

Mr. Wakan said Staff could do some research on what other nearby states have as far as maintenance agreements to help develop some similar language for FMPO entities and NMDOT. Mr. Sypher said that in his experiences in Oregon and Washington, their legislatures tackled this problem and defined what would be addressed by the state and what would be maintained by local governments. The issues in New Mexico are addressed on a case-by-case basis. Mr. Watson said there is also the liability issue of cities doing work on state/federal highways.

Mr. Fillerup recommended planning a joint meeting with NMDOT and the local entities to discuss maintenance agreements and issues. Perhaps this could be put on the September Technical Committee agenda which would give all parties time to prepare and speak to the issues. Mr. Sypher thought it would be more productive to have a workshop dedicated to discussing these specific issues with all parties in attendance so everyone can be on the same page. Mr. Wakan said this joint meeting could follow the September 14 Technical Committee meeting in Bloomfield. He asked Mr. Brasher to coordinate with the appropriate NMDOT staff that would attend and provide that list to Mr. Wakan who could then send out a calendar invitation to all. This joint meeting will focus on maintenance issues in the FMPO area.

Other points made about current issues:

- Lack of flexibility in what NMDOT says they “will do”;
- When asked what NMDOT “can” do, they say “this is all we’ll do”;
- Discuss in detail at September meeting what “can” be done as well as the limitations;
- Need to understand what can/should/needs to be done;
- Consider all agency budgets and manpower constraints;
- How can we cooperate with each other;
- Competing demands throughout District 5;
- Limited resources are not just at the state level.

8. RED APPLE TRANSIT UPDATE

Subject:	Red Apple Transit Update
Prepared by:	Derrick Garcia, MPO Associate Planner
Date:	August 3, 2016

BACKGROUND or PREVIOUS WORK
<ul style="list-style-type: none"> ▪ Staff will need to collect transit data on an ongoing basis to comply with MAP-21 performance measurement requirements. ▪ New ridership collection methods have been in place since March 2015 using tablets which can also collect basic demographic data. ▪ Several route changes were implemented in August 2015 as a way to: (1) remove non-revenue miles; (2) add service to concentrated areas; (3) get workers into the COF by 8 am; (4) get students to San Juan College by 8 am; and, (5) provide a link with Navajo Transit. ▪ 2015 Ridership volumes decreased by 4.54 percent compared to 2014 volumes. Revenue during the same period went up by 9.69 percent.

CURRENT WORK
<ul style="list-style-type: none"> ▪ Total ridership for 2016 (to date) has increased by 4.83% compared to the same time period in 2015. ▪ Staff is currently in process of obtaining boarding and alightment data from Ride-Right.

INFORMATION ITEM
<ul style="list-style-type: none"> ▪ This is an information report requesting feedback from Technical Committee members.

DISCUSSION: Mr. Wakan provided an update on Red Apple Transit ridership. Accurate data has been difficult to obtain from the transit provider, Ride Right. Once clearer data is available, Staff will update the graphs shown on Pages 8 and 9 of the Agenda. Although the data shows a 4.83% increase in ridership compared to last year, Mr. Montoya said the actual increase is 9.3%.

The MPO intern is tabulating the boarding and alightment data to produce data by specific routes and stops. Ride Right has a Microsoft Access program that Staff will be able to access and tie in GIS directly to their database.

ACTION: The report was received.

9. REVIEW AND CONSIDER RECOMMENDING APPROVAL OF THE FINAL DRAFT OF THE COMPLETE STREETS DESIGN GUIDELINES

<p>Subject: Complete Streets Prepared by: Duane Wakan, MPO Planner Date: August 2, 2016</p>
--

PREVIOUS WORK
<ul style="list-style-type: none"> ▪ Complete Streets are a means of designing a roadway so that it accommodates all modes of travel, including driving, walking, biking, and transit. ▪ Staff has worked with the Complete Streets Advisory Group (CSAG) on content,

- and design guidelines for the FMPO planning area.
- The Advisory Group held its last meeting on September 3, 2015 and reviewed the draft Complete Streets Design Guidelines document.
 - Technical Committee Workshops were held on February 24, March 16, and April 26 to review and provide edits to the draft Design Guidelines document.
 - The Technical Committee reviewed the Intersection section on June 22, 2016 and their recommendations were included.
 - The Technical Committee reviewed the Intersection and Equity sections on July 23, 2016. Those recommendations have been included.

CURRENT WORK

- Provide final editorial updates per recommendations from the Technical Committee.
- Seek recommended approval by the Technical Committee.
- Seek approval by the Policy Committee on August 25, 2016.

ACTION ITEM

- Staff recommends that the Technical Committee complete a final review of the final draft Design Guidelines and considering recommending approval to the Policy Committee.

DISCUSSION: Mr. Fillerup noted that this was an Action Item and asked the Technical Committee to consider recommending approval of the Design Guidelines to the Policy Committee. He thought it might be helpful for this portion of the meeting minutes to be included and made part of the presentation to the Policy Committee to provide a background to the vote.

A separate page (#14) for Multi-Modal was distributed to the Technical Committee. Mr. Wakan noted that the text in **blue** was new while the text in **red** reflected changes recommended at previous meetings.

Following is document discussion:

- Reformatting to 11"x17" changed layout of text and pictures;
- Dignitary quote
 - One provided by Gayla McCulloch;
 - This is a personal quote and does not necessarily represent her position as a Farmington City Councilor or that of the City Council;
 - Obtain a quote from a dignitary from each entity;
 - Seek input from Policy Committee and Advisory Group members;
 - Put all these on a separate page in the document;
 - Use all the quotes you receive;
 - Use more local comments rather than so many from the outside;
 - Use quotes as part of a promotional package to advertise/promote Design Guidelines.
- Final review of this document is not a simple review; entire structure has changed and now new comments have been created;
- Balance the sections (six pages of multi-modal; two pages for most others);
- Not ready to make comments to the document; schedule another workshop;

- Good topics/bones; still needs tweaks and polishing (grammar, spelling, punctuation);
- Want a final additional page-by-page review to ensure all items are finalized.

The Technical Committee decided to hold a workshop to review the Design Guidelines documents and to provide their final edits and recommendations. The members were urged to bring all their comments and recommended re-writes to the workshop and be prepared to present those final comments. Mr. Wakan will make the changes to the document as they are discussed and agreed to during the meeting so that all changes are captured at that time and a final document produced. The meeting was scheduled for Wednesday, August 24, 2016 beginning at 9:00 a.m. at the MPO Office.

ACTION: The report was received.

10. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	Derrick Garcia, MPO Associate Planner
Date:	August 2, 2016

INFORMATION ITEMS

- TAP Project Feasibility Review.** MPO and entities staff met with District 5 engineering staff and NMDOT planning representatives in Santa Fe on August 8th to review and discuss TAP project feasibility forms.
- Grant Writing Workshop.** Mr. Garcia attended a grant writing workshop in Albuquerque on July 20 and 21, 2016.
- Update on the 30th Street Pedestrian Boulevard.** Staff assisted San Juan Safe Communities Initiative in submitting a Letter of Interest for the People for Bikes Community Grant Program. Update on application status will be received by September 2nd. More information on grant can be found at <http://www.peopleforbikes.org/pages/grant-guidelines>
- APA Affiliate Memberships.** The applications for APA Affiliate Membership for each Policy Committee member have been received. Several Technical Committee members, who were not already APA members, were also registered for Affiliate Membership.
- Other.**

DISCUSSION: a. MPO and entities staff met with District 5 to conduct the TAP Project Feasibility Review on August 8. All applications were deemed feasible, but recommendations were made to provide more details and specifics on the projects. Staff will work with the entities to assist in providing this additional requested information.

b. Mr. Garcia attended a grant writing workshop in Albuquerque and gathered some good ideas on how to improve FMPO grant pursuits.

c. Staff provided graphics and maps to assist San Juan Safe Communities in submitting a Letter of Interest for the People for Bikes Community Grant Program for the 30th Street Pedestrian Boulevard project.

There was also a TAP project feasibility form for the Safe Routes to School coordinator position written by San Juan Safe Communities Initiation and applied for through the Farmington School District.

d. APA Affiliate Memberships were received for all Policy Committee members and those Technical Committee members who are not already APA members.

10. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Mr. Fillerup thanked District 5 for the Project Feasibility Review held on Monday, August 8.

There was no additional business from the Chairman, Members and Staff.

11. BUSINESS FROM THE FLOOR

There was no business from the Floor.

12. ADJOURNMENT

Mr. Fillerup adjourned the meeting at 12:16 pm

Fran Fillerup, Chair

June Markle, MPO Administrative Aide

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
SPECIAL TECHNICAL COMMITTEE WORKSHOP
August 24, 2016

Technical Members Present: Cindy Lopez, City of Farmington
David Sypher, City of Farmington
Andrew Montoya, Red Apple Transit
Fran Fillerup, San Juan County

Technical Members Absent: Bill Watson, City of Aztec
Jason Thomas, City of Bloomfield
Paul Brasher, NMDOT District 5

Staff Present: Duane Wakan, MPO Planner
Derrick Garcia, MPO Associate Planner
June Markle, MPO Administrative Aide

Staff Absent: Mary Holton, MPO Officer

Others Present: Terri Kennedy, Citizen, Committee for Health
Equity
Larry Hathaway, San Juan County

1. CALL TO ORDER

Mr. Fillerup called the meeting to order at 9:15 a.m.

2. APPROVE THE MINUTES FROM THE APRIL 26, 2016 TECHNICAL COMMITTEE SPECIAL WORKSHOP

Ms. Lopez moved to approve the minutes from the April 26, 2016 Special Technical Committee workshop. Mr. Sypher seconded the motion. The motion was passed unanimously.

3. COMPLETE STREETS

Subject:	Complete Streets
Prepared by:	Duane Wakan, MPO Planner
Date:	April 19, 2016

BACKGROUND or PREVIOUS WORK

- Complete Streets are a means of designing a roadway so that it accommodates all modes of travel, including driving, walking, biking, and transit.
- Staff has worked with the Complete Streets Advisory Group (CSAG) on content,

- and design guidelines for the FMPO planning area.
- The Advisory Group held its last meeting on October 1, 2015 and reviewed the draft Complete Streets Design Guidelines document.
 - Staff made editorial revisions based on input from CSAG members. Works cited and minor grammatical errors will be corrected or updated on an ongoing basis.
 - Special Technical Committee Workshops were held on February 24 and March 16 to review and provide edits to the draft Design Guidelines document.

CURRENT WORK

- Complete the final draft review of the Design Guidelines document.
- Seek recommended approval by the Technical Committee on May 11, 2016.

ANTICIPATED WORK

- Provide editorial updates per recommendations from the Technical Committee.
- Seek approval by the Policy Committee on May 26, 2016
- Publish final document and distribute to entities
- Create a regional Complete Streets resolution for regional consideration and adoption.

ATTACHMENTS

- The updated draft Complete Streets Design Guidelines document will be available for review on April 22, 2016 on the MPO website <http://www.fmtn.org/DocumentCenter/View/6835> . Latest edits are shown in red text.

INFORMATION ITEM

- Complete the final review of the draft Design Guidelines document.

DISCUSSION: Mr. Wakan reported that the minutes from the last meeting have been included into the current Design Guidelines document. Those items are noted in red text; the sections in blue text were subsequent edits made by Staff. The Technical Committee will review the document page-by-page and Mr. Wakan will make the edits as they are discussed and agreed to. Previous edits in the existing document will be changed to black text while the new edits made today will be shown in red text.

The Technical Committee discussion from each of the pages in the Design Guidelines is as follows:

Cover Page
No changes.

Context Sensitive Statement
No changes.

Preface

- Like visuals in second column showing amenities that make an incomplete or a complete street;

- Danish offset crosswalk picture is not in definition of complete streets definition; would recommend relabeling picture as “trees and landscaping”;
- The corresponding picture displays crosswalks which is an important part of complete streets;
- Change first line to read: “Landscaping & Trees” instead of Danish offset; 2nd line can stay as “Crosswalk”;
- Crosswalks were not part of the complete streets basic definition, but good to include for addressing mobility;
- Did speak of crosswalks and the need for pedestrian refuge;
- Consider saying “shortened” or “offset” crosswalk;
- Bus shelter and/or pullout not discussed; landscaping is key to complete streets; helps economic vitality and slow traffic;
- FINAL: Switch the 2nd and 3rd pictures on the right hand side of the graphic in the second column; new 2nd picture will be labeled Landscaping; new 3rd picture will be Designated Bike Lanes & Crosswalks.

Executive Summary

- 2nd column, 3rd paragraph, 2nd sentence - change to read: “These core values establish beautiful and well-planned streets that create an advantage for the region’s economy. They balance the accommodation of private vehicles with active transportation amenities that...”. “The Advisory Group acknowledged that Complete Streets can facilitate economic resiliency while seeking to keep...”
- 2nd column, 4th paragraph, 1st sentence - change to read: “Context sensitive street designs ensure that residents in the rural and the urbanized areas...”
- 2nd column, 4th paragraph, last sentence: change the words “will direct” to “aid”.

Page 1

- 1st column, 1st paragraph, 1st sentence: bold the first “public health”;
- 1st column, 1st paragraph, 4th sentence - change to read: “...housing facilities were stressed by group members along with the need for these...”;
- 1st column, 1st paragraph, 5th sentence - change to read: “...life styles such as walking, biking, and public transit to all residents and especially in underserved areas.”;
- 1st column, 1st paragraph, 7th sentence - change to read: “Public transit requires greater physical activity.”;
 - Delete this sentence; sweeping statement;
 - Studies do show that transit users meet minimum daily physical activity requirements by taking transit; it is a public health concern;
 - Concept was thoroughly presented to CSAG and the region;
 - As re-written this sentence does not stand alone; assumption is not explained and the statement is not supported in this section;
 - Consider rewriting to: “Public transit provides an opportunity for greater physical activity.”
 - Public transit does impact health because the average rider will walk up to one-quarter mile to reach a bus stop (max of one-half mile);
 - Is this scientifically tied because those riding public transit do not look healthier than others;

- FINAL: “Transit users typically will walk a quarter of a mile or more for service”.
- 1st column, 1st paragraph, 8th sentence - change to read: “Improvements to the Read Apple Transit system and the design of bus stops should occur simultaneously with any new street improvements or when retrofitting existing street systems”;
- 1st column, 2nd paragraph, 1st & 2nd sentences - change to read: “The protection of public health is a primary concern. Public health is built into Federal, state, and local codes, practices, and laws.”;
- 1st column, 2nd paragraph, 3rd sentence - change to read: “...infrastructure while also separating incompatible land-uses.”;
- 2nd column, 1st paragraph, 6th sentence - change to read: “...contributing to the discussion of public health in relation to complete streets.”;
- 2nd column, 1st paragraph, 7th sentence - change to read: “The Complete Streets Advisory Group were able to understand the linkages between regional health and transportation objectives, thus they ensured the design guidelines considered public health”;
 - Wanted to acknowledge the public health professionals who presented to the CASG;
 - They were a part of the Advisory Group;
- Change the color scheme on the top of the pages. Currently have three greens and they are too similar; consider using a primary/secondary colors for each of the headings: red, yellow, blue, green, orange, purple;
 - Safety - red; Economic Vitality - purple;
- Fade the page background color on each page (soften the hues) to make the text easier to read; tie to heading color selected.

Page 2

- 1st column, 1st paragraph, 2nd sentence - change to read: “Collaborative success...federal and state engineers to standard design...”;
- 1st column, 1st paragraph - add sentence at end of this paragraph: “This document encourages a holistic approach benefitting the public in terms of health, safety and general welfare.”;
- 1st column, 2nd paragraph: what does this paragraph mean?
 - When federal and state transportation language says “public health” it is saying that by improving road safety, public health is improved;
 - Just because you don’t get into an accident or you didn’t die, you have health;
- 1st column, 2nd paragraph - change to read: “Transportation professionals have traditionally addressed road design in terms of safety excluding public health.”
 - Put this sentence before the last sentence of the 1st paragraph and delete paragraph 2;
- 1st column, new 2nd paragraph (red text), last sentence - change to read: “Research will lead to recommendations on how policy makers can better consider...”;
- 1st column, HIA paragraph: speaks to a more urbanized area; communities come different sizes with different needs
 - Rural communities may not want or need sidewalks and/or transit;

- 1st column, HIA paragraph, 1st sentence - change to read: “Healthy lifestyles are enhanced when there is equitable access between transit, buffered bicycle/pedestrian space and housing.”;
- 2nd column, 2nd sentences - change to read: “An HIA can be large or small depending on the time and scope of the project under review.”;
- 2nd column, 2nd paragraph - delete the entire paragraph on the safe passage initiative;
 - Change text under two pictures in 1st column to delete the words, “Safe passage”. New text would read: “Trail concept developed by the Farmington MPO along NM 371.”;
- With changes already noted and subsequent reformatting, graphic on Page 3 will be deleted.

Page 3

The graphic on this page was deleted, because with earlier text changes and the resultant page reformatting, this graphic was the only item left on Page 3.

Page 4

New map inserted in first column that depicts updated crash data. Need to fill in the “x” with specific fatality information (LATER: all data inserted).

- 1st column, 1st paragraph, 1st sentence - change to read: “Safety is a key component to quality of life.”
- 1st column, 1st paragraph, 2nd & 3rd sentence - change to read: “Accidents of all types are caused by a range of reasons. New Mexico ranks as the nation’s second-deadliest state for bicyclists.”;
 - Show a balanced safety perspective - vehicular as well as bicycle statistics;
 - Need data for all types of crashes;
- 1st column, 1st paragraph, 4th sentence - change to read: “In the MPO from 2010-2014, there were 121 pedestrian/vehicle conflicts...”;
 - Add actual numbers/data for the “x” factors;
 - Add parallel information for vehicles;
 - Make section more about overall safety, not only bicyclists;
 - FINAL re-write of this sentence which includes all the crash data numbers: “In the MPO from 2010-2014, there were 121 pedestrian/vehicle conflicts resulting in 7 fatalities. In the same period, 43 cyclists were struck resulting in 0 fatalities. The total number of vehicle to vehicle crashes 8,542 resulting in 35 fatalities. Bike and pedestrian crashes only account for 1.9 percent of all crashes. However the combined bike/ped crash rate is 72.3 fatalities per thousand compared to 4.1 fatalities per thousand vehicle crashes.”
- 1st column, 2nd paragraph - discussion:
 - Recommendation to change to: “Complete Streets concepts will add value in the region when designing and retrofitting roadways...”;
 - There are a lot of benefits, but safety is the way everyone benefits;
 - Indicate unity within the region with the complete streets concept;
 - FINAL: “Complete Streets concepts will add value in the region when designing or retrofitting roadways. Safety is one of the principal benefits of complete streets.”;

- 1st column, 2nd paragraph, last sentence - change to read: "...possible parallel bike lane traffic, crossing pedestrians, and the occasional transit pull-out bay.";
- 2nd column, 1st sentence - change to read: "road diets or the re-channelization...safety for motorists and pedestrians whether on bike or foot.";
 - Has "road diet" been introduced? Need to explain;
 - Consider moving this sentence to beginning of Page 5 before the City of Seattle case study;
 - Need to mention the center turn lane which is essential component of complete streets;
 - Consider ADT limit in which a road diet will work;
 - FINAL - Move to Page 5, 1st sentence: "Road diets reduce speeds, add bike paths, add a center turn lane while reducing and narrowing the number of travel lanes for volumes of less than 25,000 ADT. They enhance safety for motorists, bicyclists, and pedestrians.";
- 1st column, graph at bottom: numbers do not match the statistics now included in the first sentence - delete the chart;
- 2nd column, "Speed Kills" graphic: good graphic; this graphic does not speak to vehicles; can we change the hot spot map to include total crashes;
 - Hot spot map for the Farmington area only is a more interesting graphic than that of the entire MPO area;
- 2nd column, Safe Routes to School section - no changes

Page 5

- 1st column, 1st sentence, add, "Road diets reduce speeds, add bike paths, add a center turn lane while reducing and narrowing the number of travel lanes for volumes of less than 25,000 ADT. They enhance safety for motorists, bicyclists, and pedestrians.";
- 1st column, Road Diet Case Study - good;
- 2nd column, images: consider replacing with local pictures;
 - Used 35 mph local areas, but would make the same point as the images shown;
 - In Bloomfield along US 64?;
 - 35 mph posted speed vs. design speed of 70 mph;
 - Picture does not show all seven lanes of traffic;
 - 30th Street through the residential section/near medical facilities?
 - North Dustin? Foothills?
 - Streets are designed at the 85th percentile (of speed) meaning design speed and posted speed will never be the same;
 - NMDOT speed zone study at 53 mph, the posted speed would be 45 mph;
- 2nd column, 1st sentence - change to read: "...is to engineer the design speed to match as closely as possible to the desired posted speed.";
 - Will try to find better images to depict what this section is expressing;
- 2nd column, 1st paragraph, last sentence - change to read: "In the upper picture, motorists might feel compelled to navigate the street at slower speeds.";

- 2nd column, 2nd paragraph, 2nd sentence - delete?
 - Is access management addressed later in the document?
 - Maybe include in Network Connectivity section?
 - Add this into document at a later time? Amendment?
- 2nd column, 2nd paragraph, 1st & last sentence - change to read: “The four travel lanes pictured in the bottom image lends itself to excessive travel speeds and lacks traffic calming visual cues such as landscaped medians, narrow lanes, and bike/pedestrian facilities.”
- 2nd column, paragraph on Small Towns and Rural Safety;
 - Is this talking about rural roads and/or highways?;
 - Equates those living in a rural area with all accidents that happen in a rural area (motorists could be travelling through a rural area but not necessarily be from that rural area);
 - National Highway Traffic Safety Administration (NHTSA) data citing higher fatality rates in rural settings was deemed non-applicable to the FMPO region and recommended to be deleted;
 - The data is verified and important to be retained as part of this section on Small Towns and Rural Safety;
 - FINAL - Delete the entire paragraph.

Page 6

- 1st column, 1st paragraph, 1st sentence - change to read: “Aesthetics originated from the Greek...”;
- 1st column, 2nd paragraph - delete this paragraph; does not belong here;
- 1st column, 3rd paragraph, 1st sentence - change to read: “...exploited to make this a vibrant region to live, work...”;
- 1st column, 3rd paragraph, 2nd sentence - change to read: “Currently the region offers sandstone mesas, rivers, and a...”;
- 1st column, 3rd paragraph, 3rd sentence - change to read: “The beautiful natural setting should have a complimentary duplication in the built environment.”;
- 1st column, 4th paragraph, 2nd sentence - change to read: “This “aesthetics” core value stresses...”;
- 1st column, 4th paragraph, 3rd sentence - change to read: “Specific objectives should ensure all modes of travel interrelate to well-designed public spaces.”;
- 1st column, 4th paragraph, 4th sentence - change to read: “The guidelines encourage all entities...attention to building facades and the built environment in general.”;
- 2nd column, 3rd paragraph (Planning & Design), 2nd, 3rd, & 4th sentences - change to read: “...out of the equation, streets are left unbalanced and may not contribute to aesthetic value. Without this multi-discipline approach, inefficiencies in the system are created. In addition, historic preservation processes should be followed where applicable, especially in older, historic downtown districts.” ;
- 2nd column, 4th paragraph, 1st sentence - change to read: “...stressed the value of well-crafted land use plans as they relate to the street.”
- 2nd column, 4th paragraph, 2nd sentence - change to read: “Plans that allow for zero lot lines ...widths kept in scale with building height creating outdoor rooms are some of the recommended considerations.”;

- 2nd column, 4th paragraph, 4th sentence - change to read: “When streets are built too wide..., they can render them uninviting and discourage to multi-modal activity.”;
- 2nd column, 4th paragraph, 5th sentence - remove the words “(bottom picture)”.

Page 7

- 1st column, 2nd paragraph, 1st sentence - change to read: “The CSAG emphasized the placement of street furniture and the accommodations of parklets to extend the public realm...”;

Page 8

- 1st column, 1st paragraph:
 - Delete paragraph; not discussed by CSAG;
 - Move the paragraph; not a good introduction to the section; could be considered a tool for economic development;
 - Move the 3rd paragraph to be the first paragraph; section would begin with: “Complete streets can be an effective tool for...to regional economic vitality, goals and values”.
- 1st column, 2nd paragraph, 1st, 2nd & 3rd sentences - change to read: “This core value “economic vitality” identified street design, whether new build or retrofit projects, should help spur investment along corridors or in commercial centers. Many of the traffic calming measures identified in the “safety” core value are elements that the group also desired to promote economic vitality”.
- 1st column, 2nd paragraph, 4th sentence - change to read: “These include slowing vehicular speeds in commercial centers and designating passageways that boost alternate modes of transportation such as walking, biking and transit trips”.
- 1st column, 2nd paragraph, 5th sentence - change to read: “Urban street elements might be...racks, trees and landscaping.”;
- 1st column, new 3rd paragraph: “Economic development research has shown that what makes certain cities more attractive than others to entrepreneurs and businesses is a strong quality of life, an educated labor force, and a strong customer base. Communities who dedicate resources to fostering these identifiable characteristics have the highest potential of drawing innovative entrepreneurs, companies and jobs that can transform their local economies”.
- 1st column, 2nd paragraph, last sentence - change ampersand to the word “and”.
- 1st column, 4th paragraph (Quality of Life), 3rd sentence - change to read: “At a regional scale, the proximity to...makes the area attractive”.
- 1st column, 4th paragraph, 4th sentence - change to read: “On a local scale, active transportation provisions will contribute to the quality of life such as...”;
- 1st column, 4th paragraph, 5th sentence - change to read: “These amenities can weave into the larger quality fabric both locally and as part of the regional community.”;
- 1st column, 4th paragraph, last sentence - delete;
- 2nd column, sentence under picture - delete;
- 2nd column, 3rd paragraph, 2nd sentence - change to read: “In Walking the Walk, How Walkability Raises Home Values in US Cities, the ...friendly neighborhoods”.

Page 9

- 1st column, 1st paragraph, 2nd sentence - delete;
- 1st column, 1st paragraph, 5th sentence - change to read: “In Indianapolis, research discovered that homes a half mile...”;
- 1st column, 1st paragraph, last sentence - change to read: “The real estate industry is catching on to the benefits of facilities that build active living back into our lives.”;
- Delete rest of Page 9.

The Technical Committee agreed that the changes made today to the design guidelines will be the final voice of the Technical Committee. Those members not in attendance will not have a later opportunity to offer comments.

Page 10

- Second paragraph introduces some access management concepts: consider adding more detail;
 - Reference MPO adopted Access Management Plan;
 - Have design guidelines touch on and reference access management and the MPO plan;
- 1st column, 1st paragraph - FINAL - change to read: “Network connectivity” is a core value identified by the CSAG for making access from one destination to another easier. They link neighborhoods to commercial districts, civic centers and activity nodes such as parks, river trails, transit hubs/stops and other walk-bike and equestrian areas. Specific goals emphasized the implementation of grid patterns within new developments that disperse traffic, provide connectivity for vehicles, pedestrians, cyclists and that also calm traffic. Creative solutions should consider the use of easements, alleys, cul-de-sacs and dead-end streets as a means of connecting walking/biking/equestrian opportunities. The Farmington MPO has adopted an access management plan which is essential to effective complete streets. These tools might include raised medians, consolidated driveways, shared parking lots and driveway standards. A long-term goal is to encourage local governments to develop a mechanism for requiring construction of sidewalks for infill and vacant lots. Communities should integrate and enhance natural land forms and topographies into designs for new development”.
- 1st column, 2nd paragraph, 3rd sentence - change to read: “Streets provide the aesthetic quality and patterns vital to community connectedness”.
- 1st column, 2nd paragraph, 4th sentence - change to read: “In addition to moving people, streets can include utility lines, sewer and water, and communications infrastructure.”;
- 1st column, 2nd paragraph, 5th sentence - change to read: “The pattern in which we lay out our streets along with its many appendages determine the long-term efficiency and prosperity of the region”.
- 1st column, 3rd paragraph, 1st sentence - change to read: “Decentralization of communities is attributed to the personal automobile and changing roadway standards.”;
- 1st column, 3rd paragraph, 2nd sentence - change to read: “The availability and value of land infrastructure, outside the urban core, provided the opportunity for leapfrogging community centers, schools and commercial development.”;

- 1st column, 3rd paragraph, last 2 sentences - delete;
 - Discussion of how zoning has taken over master street planning;
 - Residents all wanted to live on cul-de-sacs and developers tried to accommodate;
 - Concern that this statement is not supported;
- 1st column, 3rd paragraph, 3rd sentence - change to read: “Between 1950 and 1980, fewer housing developments were built on a simple grid. Street patterns changed from a connected grid network to a disconnected curvilinear loop pattern.”;
- 2nd column, 1st paragraph (Safety), 1st sentence - change to read: “One of the primary goals of the CSAG is “safety”.”;
- 2nd column, 3rd paragraph, 1st & 2nd sentences - delete;
- 2nd column, 4th paragraph, last sentence - change to read: “...spaghetti street patterns found on the west side of Albuquerque.”;

The Technical Committee stated that they wanted no additions or changes made to the document other than what was discussed in this meeting.

Page 11

- 1st column, 1st paragraph, 1st sentence - change to read: “Only minor increases in the V/C ratios occurred on the East side of I-25 as the traditional grid pattern is able to disperse traffic more efficiently.”;
- 1st column, 2nd paragraph (Resiliency), 1st sentence - change to read: “Change is inevitable in all urban areas including San Juan County whether intensified by...”;
- 1st column, 2nd paragraph, 2nd sentence - change to read: “These influences should compel leaders, in both public...to anticipate these changes.”;
- 1st column, 2nd paragraph, 3rd sentence - change to read: “One of the benefits of a well-connected street network, whether in urban or rural areas, is its ability to acclimate to change.”;
- 2nd column, 1st paragraph - delete;
- 2nd column, 2nd paragraph - 2nd second sentence - change to read: “A well linked network of streets that accommodate commercial, residential and agricultural uses will improve transportation efficiency, economic resiliency and safety for all users.”;
- 2nd column, 3rd paragraph (Other Modes) - delete the words (Other Modes) and the 3rd paragraph.

The updated statistics and data for Page 4 were inserted.

The Technical Committee discussed how they would form a recommendation for approval of the design guidelines considering the pending changes (replacing some of the pictures and colors). Mr. Fillerup suggested that the recommended approval with stipulate “with the recommended changes” and list those changes. The document would not then need to come back to the Technical Committee for further review. A summary of the motion with the noted changes will be part of the package presented to the Policy Committee when they consider their approval.

Page 12

Mr. Sypher expressed concern with the number of pages dedicated to the Multi-Modal section compared to the pages for the other core values. Mr. Fillerup noted that he did think the intersection design section was necessarily a part of the multi-modal section.

The Technical Committee discussed this section and the intersection section:

- Did CSAG get into detail on the intersection design and did they make a recommendation on it;
- CSAG was told an intersection section would be developed for them;
 - o An intersection section was developed, but a more detailed draft desired;
 - o A new more technical draft was developed; decided it was too detailed;
 - o Final intersection design write-up was developed and covered, cyclists, pedestrians, and vehicles;
- We have a street multi-modal section as well as an intersection multi-modal section (pgs. 15, 16, and 17);
 - o Consider including Pages 15, 16, & 17 (Multi-Modal Intersection Design) as part of the multi-modal section;
 - o Consider including Page 18 (Equity in Complete Streets) in the multi-modal section;
- Page 19 (Coordinating Land Use & Transportation) - consider putting in the Design Guidelines section;
- The document is become more than just a guideline and we are going outside of the CSAG intentions;
 - o Why do we need the extra sections that are not necessarily associated with the core values;
 - o Adding details that were not discussed by the CSAG; have we gone beyond;
 - o Not just trying to capture existing, but want to look forward as things evolve;
- If new sections not tied to a specific core value, that should be denoted with a separate color;
- Not adverse to newer sections, but depict them differently;
- Technical Committee has role in developed the document and the “grayed” sections are where many details were discussed;
- Clearly pages 15, 16, and 17 depict the multi-modal design of intersections;
- Can the multi-modal sections (streets and intersections) be consolidated within one multi-modal section;
- Intersections are more a part of “Design Guidelines” section.

Recommendation that Page 19 (Coordinating Land Use & Transportation) be moved under the Design Guidelines as it fits in with typologies and land uses.

The “gray” pages were colored differently to show that they were not core values but are topics that were desired to be included.

Recommendation that Equity in Complete Streets section (pg. 18) be moved to the beginning of the document as part of the “why” of complete streets as it speaks to

accommodating everyone and the overall philosophy. Put this section before the Executive Summary.

Recommendation that the Intersection Design section (pages 15, 16, and 17) is colored to match the multi-modal section. No problem with the multi-modal section being longer than the other sections. Coloring it orange is a good compromise; intersections are important; this is a transportation document so it makes sense that extra emphasis is put on this section.

Ms. Lopez said that the entire complete streets document was built by the CSAG and everything in the document is attributed to the CSAG. However, the CSAG has not been included in recent discussions and the new changes. Mr. Wakan agreed with Ms. Lopez's statement and explained that he had given direction to not involve the CSAG in any further document discussions. That is why the CSAG has not reconvened. The Technical Committee discussed what they would like to see happen.

Ms. Lopez recommended finish the Technical Committee review and provide a final document for CSAG feedback. Mr. Sypher commented that a lot of time has gone by since the CSAG has been involved, but thought that before the document is taken to the Policy Committee, the CSAG be given the opportunity to look over the document and see if it is something they can approve.

Ms. Lopez asked how many of the CSAG were still around and might be interested in reviewing the final document. Mr. Wakan said he was not sure, but thought there would be interest if they were invited to weigh in on the final document. Mr. Sypher suggested providing the final document to the CSAG members and giving them two weeks to review it and provide their comments. Mr. Wakan asked if this was what the Technical Committee decided they wanted to have happen, could they pre-recommend approval of the document now contingent on approval by the CSAG.

Mr. Sypher stated that if the CSAG is provided an opportunity to make recommendations that it needed to be genuine. Ms. Lopez added that she wanted the CSAG to concur with the final recommended document. After discussion it was decided to send the final document to the CSAG, seek their concurrence, and allow for any written major concerns or thoughts. Staff will provide any comments received from the CSAG members to the Technical Committee for their response to and consideration of inclusion in the document. CSAG members will be invited to the September Technical Committee meeting where final approval of the document will be considered.

Page 12

- 1st column, 2nd paragraph, 2nd & 3rd sentences - change to read: "Transit riders are composed of daily workers, students, choice riders, tourists, the disabled, and low income persons. Despite these known facts, in order to plan...";
- 2nd column, 1st paragraph, last sentence - change to read: "...and programs to meet the transportation needs of an aging public.";
- 2nd column, 3rd paragraph, 2nd sentence - change to read: "...only after the city installed signal priority technology on the bus line as well...";

- 2nd column, 3rd paragraph, 3rd sentence - change to read: “...helped increase ridership by 30%, bus speed by 20% with a 98% satisfaction rate with transit service.”

Page 13

- 2nd column, 1st paragraph, 1st & 2nd sentences - change to read: “Recent transportation behaviors illustrate the end of the “Driving Boom”. National and New Mexico...”;
- 2nd column, 1st paragraph, 3rd sentence - change to read: “In addition, since the year 2000, those new drivers (19 and younger) are waiting longer to obtain a driver’s license.”;
- 2nd column, 3rd paragraph, 1st sentence - change to read: “Over the last several years, all age groups have adapted to technology and finding new ways to transport themselves, as well as the goods and services they rely upon.”;
- 2nd column, 4th paragraph, last sentence - change to read: “...can make up to 120 stops per day; and, counter to early presumptions...”

Page 14

Mr. Wakan thought the multi-modal section still needed to better define what a sharrows lane and a protected bike lane might look like. He had an addition to this page that he thought might work better for the section, but since the Technical Committee had not had an opportunity to review this new information, it was decided that this would need to be considered at a later time and a possible amendment made to the design guidelines at that time.

- 1st column, 1st paragraph, 1st sentence - delete;
- 1st column, 1st paragraph, 2nd sentence - change to read: “The desire for walkable communities has been recognized by the CSAG as necessary for rural, suburban, and urban environments.”;
- 1st column, replace this image -image will be one from the MTP;
- 2nd column, 2nd paragraph, 1st sentence - change to read: “When it comes to building safe, comfortable, and affordable transportation facilities...”;
 - Some changes are affordable and some are not;
 - Need to consider cost of any change;
- 2nd column, 3rd paragraph, 1st sentence - change to read: “The current scarcity of local, state and federal funds will limit governments to identify and prioritize multi-modal projects, but require they are clearly...”;
- 2nd column, 3rd paragraph, last sentence - change to read: “...funds go directly to bike/ped systems”;
 - Need to provide the facts and provide a balance of information;
 - Add new stat of bike crashes vs. vehicles from Page 4 here;
- 2nd column, 4th paragraph, 1st & 2nd sentence - change to read: “Transportation boards and commissions are realizing that in order to fill funding gaps for complete streets may, at time require legislative action. For example, other transportation agencies have been allowed to raise revenue through a gas tax.”;
- 2nd column, 4th paragraph - shorten references to Nevada - change to read: “Transportation boards and commissions are realizing that filling funding gaps for complete streets may at times require legislative action. They are working

with the State legislatures and government agencies to raise revenue through a gas tax. According to the Regional Transportation Commission (RTC) of Southern Nevada, “Indexing fuel tax not only funds road projects but also creates critically needed jobs, helps to broaden development, and encourages economic growth. For these reasons, it received support from a myriad of partners, including the local business community, elected officials and key stakeholders,” said Clark County Commissioner Larry Brown, chairman of the RTC.

Page 15

- 1st column, 2nd paragraph, 1st sentence - change to read: “As with the design guidelines for each road type and land use area, designing a multi-modal intersection needs flexibility...”;
- 1st column, 2nd paragraph, 2nd sentence - change to read: “As such, the design must anticipate the need for shared spaces and should be reviewed on a case by case basis.”;
- 1st column, 3rd paragraph, 1st sentence - change to read: “Throughout the Nation and the Farmington Metropolitan Planning area, intersections...”;
- 1st column, 3rd paragraph, 5th sentence - change to read: “...elements that discourage safe multi-modal movements, such as six to seven...”;
- 1st column, 4th paragraph, 1st sentence - change to read: “...the safety of the pedestrian, the cyclist, and motor vehicle.”

Page 16

- 1st column, 4th paragraph, 2nd sentence - change to read: “...cyclists with a safe and visible way of queuing during the red signal phase.”;
- 2nd column, 2nd paragraph, 4th sentence - need to add the page #s for the Toolkit
- 2nd column, 2nd paragraph, 5th sentence - change to read: “Their applications broaden the motorists triangulated view points and highlight vehicular...”;
- 2nd column, 3rd paragraph, 4th sentence - change to read: “Designers should apply context sensitive design when accommodating the design vehicle.”;
- 2nd column, 4th paragraph, last sentence - change to read: “Efficiency improvements ranged from 20% to 89% in all cases, with...”

Page 17

No changes

Page 18

Equity in Complete Streets page was moved and is now the new Page 4

- 1st column, 1st paragraph, 1st sentence - change to read: “...Implementing Complete Streets principles also means addressing...”;
- 1st column, 3rd paragraph, 2nd sentence - change to read: “...a greater risk of obesity and other chronic diseases when compared to...”;
- 2nd column, 2nd paragraph, 2nd sentence - change to read: “Nationally, statistics indicate that these demographic groups who lack reliable transportation...”;
- 2nd column, 2nd paragraph, 3rd sentence - change to read: “...to strongly consider environmental justice in the decision making process.”;

- 2nd column, 2nd paragraph, 4th sentence - change to read: “Recent Federal regulations now require entities to produce Title VI and ADA plans in order to be eligible for State or Federal funds.”;
- 2nd column, 3rd paragraph, new last sentence requested to be added: “Of course true equity must include user proportionality in project selection.”

Page 19

Coordinating Land Use & Transportation was moved under the section on Design Guidelines.

- 1st column, 2nd paragraph, 1st sentence - change to read: “MPOs are designated as forums for coordination...”;
- 1st column, 3rd paragraph, 1st sentence - change to read: “The Centers for Disease Control & Prevention (CDC) has reported that...”;
- 1st column, 4th paragraph, last sentence - change to read: “...and technical funding assistance programs coordinated out of the State Planning Office.”;
- 1st column, 5th paragraph, 3rd sentence - change to read: “...such as paths for walking and biking as well as community gardens and orchards.”

Page 20

Title page only.

Page 21

- 2nd column, 2nd paragraph, 1st sentence - change to read: “After much discussion on implementation it was decided that the design...”

Page 22

No changes.

Page 23

- In the column labeled FMPO ADT - change to read:
 - Lane - Up to 1,000
 - Street - Up to 2,000
 - Avenue - Up to 4,000
 - Boulevard - Over 4,500
 - Parkway - Over 7,000

Page 24

No changes

Page 25

No changes

Page 26

- The gray box describing the asterisk (*) - delete extra space after “trail” and before the “.”

Page 27

- The gray box describing the asterisk (*) - delete extra space after “trail” and before the “.”

Page 28

- The gray box describing the asterisk (*) - delete extra space after “trail” and before the “.”

Page 29

- The gray box describing the asterisk (*) - delete extra space after “trail” and before the “.”

Page 30

- The gray box describing the asterisk (*) - delete extra space after “trail” and before the “.”

Page 31

- Traffic Calming Toolkit, remove pictures not considered traffic calming tools:
 - 1st row, 1st column (pedestrian countdown)
 - 3rd row, 2nd column (lighting improvements); this could be used if it was a decorative light fixture that actually hung over the curb; consider scale of fixture, close to street.

Page 32

- Traffic Calming Toolkit, remove pictures not considered traffic calming tools:
 - 2nd row, last column (Shared Streets, Plazas and Pedestrian Malls); consider just renaming the picture “Shared Street”.

Page 33

No changes

Page 34

Will have to be amended based on the changes made today by the Technical Committee.

Page 35

Will have to be amended based on the changes made today by the Technical Committee.

Mr. Fillerup asked if the Technical Committee had completed their discussion on:

- Revised page locations
- Presentation to the CSAG
- Complete data insertion on Page 4 - this was completed
- Page 14 - change out the image
- Change color scheme and reduce intensity of background colors

ACTION: Ms. Lopez moved to recommend approval of the Complete Streets Design Guidelines as modified on August 24, 2016 with the understanding that the Complete

Streets Advisory Group will be notified and allowed to provide written comments prior to the next Technical Committee meeting, and that those comments will be reviewed at the September 2016 Technical Committee meeting. Mr. Sypher seconded the motion. The motion was passed unanimously.

4. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Mr. Fillerup reported that Dave Keck has announced his retirement from San Juan County effective September 22, 2016. Mr. Keck was on the first Technical Committee as far back as 2004.

Mr. Fillerup has been named as the new Administrator of Public Works.

5. BUSINESS FROM THE FLOOR

There was no business from the Floor.

6. ADJOURNMENT

Mr. Fillerup adjourned the meeting at 4:15 p.m.

Fran Fillerup, Chair

June Markle, Administrative Aide