



MPO TECHNICAL COMMITTEE MEETING AGENDA

October 12, 2016
10:00 a.m.

Administrative Conference Room
San Juan County Administrative Building
100 South Oliver Street
Aztec, New Mexico

AGENDA
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
October 12, 2016 10:00 AM

This meeting will be held in the Administrative Conference Room at San Juan County's Administrative Building, 100 South Oliver, Aztec, New Mexico.

ITEM
1. Call meeting to order
2. Approve the minutes from the September 14, 2016 Technical Committee meeting (attached)
3. TIP Project Update Presented by: Derrick Garcia
4. Review and consider approval of the proposed meeting calendar for 2017 and Resolution 2016-1 (attachments) Presented by: Duane Wakan
5. Review the revisions to the Safety Plan scope of work Presented by: Duane Wakan
6. Update on MPO Quarterly (attachment) Presented by: Derrick Garcia
7. Receive a report on formal training/development for Technical Committee members Presented by: Duane Wakan
8. Information Items <ul style="list-style-type: none"> a. Update on recent conferences/trainings b. Project prioritization scoring committee c. Other Presented by: Duane Wakan
9. Reports from NMDOT <ul style="list-style-type: none"> a. District 5 (<i>Paul Brasher</i>) b. Planning Division (<i>Robin Elkin</i>)
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.

* PROPOSED *
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
2017 Regular Meeting Schedule

TECHNICAL COMMITTEE		
All meetings will be held at 10:00 a.m. at the locations listed below. <i>MPO will seek final approval to TIP Amendments in the months highlighted below.</i>		
Date	Location and City	
January 10, 2017	Executive Conference Room Farmington Municipal Building 800 Municipal Drive	Farmington
February 14, 2017	Commission Chambers Aztec City Hall 201 W. Chaco Street	Aztec
March 14, 2017	Council Chambers Bloomfield City Hall 915 N. First Street	Bloomfield
April 11, 2017	Commission Chambers San Juan County Administrative Bldg. 100 S. Oliver Street	San Juan County
May 9, 2017	Executive Conference Room Farmington Municipal Building 800 Municipal Drive	Farmington
June 13, 2017	Commission Chambers Aztec City Hall 201 W. Chaco Street	Aztec
July 11, 2017	Council Chambers Bloomfield City Hall 915 N. First Street	Bloomfield
August 8, 2017	Commission Chambers San Juan County Administrative Bldg. 100 S. Oliver Street	San Juan County
September 12, 2017	Executive Conference Room Farmington Municipal Building 800 Municipal Drive	Farmington
October 10, 2017	Commission Chambers Aztec City Hall 201 W. Chaco Street	Aztec
November 7, 2017 (1 st Tuesday)	Council Chambers Bloomfield City Hall 915 N. First Street	Bloomfield
December 12, 2017	Commission Chambers San Juan County Administrative Bldg. 100 S. Oliver Street	San Juan County

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE RESOLUTION NO. 2016-1

A RESOLUTION ESTABLISHING THE PROCEDURES TO BE FOLLOWED AND NOTICE TO BE GIVEN PURSUANT TO THE PROVISIONS OF THE NEW MEXICO OPEN MEETINGS ACT, PROVIDING FOR THE ANNUAL DETERMINATION OF REASONABLE NOTICE OF MEETINGS, AND ESTABLISHING THE MEETING TIMES, DAYS AND LOCATIONS FOR THE FARMINGTON METROPOLITAN PLANNING ORGANIZATION TECHNICAL COMMITTEE DURING THE CALENDAR YEAR 2017.

WHEREAS, the Technical Committee of the Farmington Metropolitan Planning Organization (FMPO) met in regular session in the Administrative Conference Room at San Juan County's Administrative Building, 100 South Oliver, Aztec, NM on October 12, 2016, at 10:00 o'clock a.m., in accordance with the law; and

WHEREAS, Sections 10-15-1 (B) of the Open Meetings Act (NMSA 1978, Section 10-14-1 to 10-15-4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Technical Committee of the FMPO to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED BY THE Farmington Metropolitan Planning Organization Technical Committee that:

1. For calendar year 2017, the regular meeting of the FMPO's Technical Committee will be held at the times, dates, and places as shown on the attached Exhibit "A" hereto.
2. An agenda for such meetings will be available at least seventy-two (72) hours prior to the meeting from the office of the Farmington Metropolitan Planning Organization, Downtown Center Building, 100 W Broadway, Farmington, New Mexico.

3. Notice of regular meetings will be given by publishing a list of regular meetings to be held in each calendar year in the *Farmington Daily Times* or another newspaper of general circulation in San Juan County in January of each year. The notice shall indicate when and where a copy of the agenda for each meeting may be obtained. A copy of this notice and the list of regular meetings will also be posted in the foyer of the Farmington City Hall, 800 Municipal Drive, Farmington, New Mexico and in similar public places in the San Juan County Administrative Building and in the city hall buildings for the cities of Aztec and Bloomfield, New Mexico. This notice shall be posted in January of each year and shall remain posted throughout the calendar year. Copies shall also be sent via regular mail or fax to any local television stations and radio broadcast stations at their request.
4. Special meetings may be called by the Committee Chair or by a majority of Committee members upon three (3) days' notice. If time exists for a notice of such meeting to be published in the legal notices of the *Farmington Daily Times* or another newspaper of general circulation in San Juan County prior to the meeting, such notice shall be published. If not, notice shall be given by e-mail, fax or some other instantaneous method to a newspaper of general circulation, any local television station and at least one local radio broadcasting station. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least twenty-four hours before any special meeting.
5. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the FMPO or its participating governmental agencies from substantial financial loss. The Committee will avoid emergency meetings whenever possible. Emergency meetings may be called by the Committee Chair or a majority of the members of the Committee upon twenty-four (24) hours' notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall be given, except as to the amount of time required, in the manner provided above for special meetings.
6. In addition to other information as specified above, all notices and agendas shall include the following language: "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."

7. The Technical Committee of the FMPO may close a meeting to the public only if the subject matter of such discussion or action is accepted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.

(a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Committee taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.

(b) If the decision to hold a closed meeting is made when the committee is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specified provision of law authorizing the closed meeting and the subject to be discussed with reasonable specificity, is given to the members and to the general public.

(c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

(d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussion in a closed meeting shall be made by vote of the Committee in an open public meeting.

PASSED AND ADOPTED this 12th day of October, 2016.

Fran Fillerup, MPO Technical Committee Chairman

June Markle, MPO Administrative Aide

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
2017 Regular Meeting Schedule**

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M I N U T E S
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
September 14, 2016

Technical Members Present: Bill Watson, City of Aztec
Jason Thomas, City of Bloomfield
Cindy Lopez, City of Farmington
David Sypher, City of Farmington
Paul Brasher, NMDOT District 5
Fran Fillerup, San Juan County

Technical Members Absent: Andrew Montoya, Red Apple Transit

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

Staff Absent:

Others Present: Beth McNally, Animas Environmental
Virginia King, City of Farmington
Brian Cribbin, NMDOT Environmental
Robin Elkin, Planning Liaison, NMDOT (via phone)
Brad Fisher, NMDOT North Region Design
Rick Wessel, NMDOT Environmental
Larry Hathaway, San Juan County

1. CALL TO ORDER

Mr. Fillerup called the meeting to order at 10:08 a.m.

2. APPROVE THE MINUTES FROM THE JULY 13, 2016 (REVISED) AND AUGUST 10, 2016 TECHNICAL COMMITTEE MEETINGS AND THE MINUTES FROM THE AUGUST 24, 2016 SPECIAL TECHNICAL COMMITTEE WORKSHOP

Ms. Lopez moved to approve the minutes from the July 13, 2016 Technical Committee meeting as revised; the August 10, 2016 Technical Committee meeting; and the August 24, 2016 special Technical Committee workshop. Mr. Sypher seconded the motion. The motion was passed unanimously.

3. UPDATE ON THE SAFETY PLAN

Mr. Wakan gave a PowerPoint presentation and reported on a final ruling by FHWA regarding the Highway Safety Improvement Plan. This ruling will impact the long-term development of the MPO safety plan. MPOs and DOTs will be required to establish safety targets and to report on their progress in reaching the targets. The new regulations will establish mechanisms and MPOs and DOTs will be expected to use the

information and data generated as a result to inform their transportation planning and programming decision making and directly link investments to desired performance outcomes. This new ruling will ensure consistency across the nation in reporting serious injury crashes, improve transparency through a public reporting system and enable targets and progress to be aggregated nationally. DOTs and MPOs will be held accountable for making progress toward meeting the targets and goals set. If targets are not met, FHWA will direct how the funding is to be used statewide to improve safety.

Mr. Sypher asked about the bullet that said: "Require State DOTs to meet or make significant progress toward meeting their targets". Who was referenced by the word "their"? Mr. Wakan explained that NMDOT will be developing the targets statewide and the MPOs will need to either align with NMDOT targets or create their own targets. The goal is to achieve the greatest possible reduction in injuries and fatalities. Ms. Lopez asked that Staff supply the link to the final ruling to enable the Technical Committee members to understand the requirements.

Mr. Sypher asked if this final ruling had been written prior to development of the state's safety plan or were the changes in the ruling intended to be incorporated into the safety plan. Mr. Wakan said the final ruling was dated June 2016 and asked Mr. Elkin if he knew if the state's HSIP plan had integrated the new changes into their plan or when the changes would be incorporated. Mr. Elkin said this was currently under discussion and NMDOT would be getting back to the MPOs with more information. He thought this was a topic planned for the MPO Quarterly in October.

Mr. Wakan added that NMDOT will have to begin implementing their performance measures next year and, based on their measures, the MPOs will set their own targets. There are five targets:

1. Number of Fatalities
2. Fatality Rate
3. Number of Serious injuries
4. Serious Injury Rate
5. Number of non-motorized fatalities and serious injuries

The first four targets have always been in the HSIP program while number five is a new target to the program. States and MPOs will be required to meet four of the five targets or be moving toward meeting them.

Mr. Fillerup reviewed the discussion on this item. Mr. Wakan added that the MPO's regional safety plan can define its own trajectory in terms of data shown and published and make recommendations on that data. The final plan can be amended as needed to integrate the identified performance targets and measures, but it is important to complete it before next summer to be ready for the HSIP call for projects. This will provide the local entities with the data needed for their project submittals to be competitive with other statewide projects.

4. TIP PROJECT UPDATE

Mr. Garcia asked if the Technical Committee members had TIP project updates that they wanted to provide:

20th Street Sidewalks (F100130 and F100131)

These two 20th Street sidewalk projects have been put on suspension. The electric department ran into some unforeseen difficulties and their work has been delayed by four months which will take away the construction season for 2016. Mr. Sypher thanked Mr. Brasher for his assistance in getting the suspension for these projects. They are expected to begin again in April 2017.

Pinon Hills Boulevard - Phases I & II (F100100 & F100101)

NMDOT has withdrawn the funding for the Pinon Hills Boulevard projects. The City of Farmington has applied for all the necessary paperwork and they have been assured that NMDOT will accommodate a shelf-ready project. A letter is being written to Secretary Church to ask for a waiver exemption (23 CFR 1.9) to the environment and right-of-way issues that have plagued the project for the last two years. The City has been working with FHWA on this and believes it has been drafted in a manner that FHWA will accept.

Mr. Sypher also stated that the City of Farmington is still waiting to hear from NMDOT on the single source issue regarding the adaptive traffic signals. The right-of-way map was approved in June, but the City has not yet received a copy of the map.

East Arterial Route - Phase IB

Paving of the East Arterial Route, Phase IB began today the project should be 98% complete by next week.

Phase II of the East Arterial Route has encountered similar problems to those of the Pinon Hills Boulevard project. Mr. Watson and the City of Aztec will be discussing funding and construction of this phase further with Mr. Brasher this afternoon. The City of Aztec is moving forward with the landfill clean-up and a 60% plan review will be held next week with hopes to complete the design of Phase II. Advertising for Phase II of this project is still planned for the end of 2017 for construction in the spring of 2018. Mr. Watson said there is a delicate funding balance since some of the funding for this project came from the legislature and will expire. The City of Aztec wants to protect all the funding for this project that they have.

Bloomfield

There were no updates on the City of Bloomfield projects.

Intersection of County Roads 350 and 390

This project will be advertised on September 18, 2016 with construction beginning next spring.

Pinon Hills Boulevard - Phase III

Mr. Fillerup reported that the County is still working on right-of-way mapping and recertification and environmental re-evaluation and recertification for this phase of

the Pinon Hills Boulevard project. An agreement extension for the design phase has been completed for September 2017.

Kirtland Walk Path

The proposal for the design phase exceeded the 12% rule of thumb likely due to the length of the project being 3.2 miles. The County is looking at shortening the scope of the project so that it can be completed within the \$1,000,000 grant. Mr. Fillerup added that the construction estimate was also higher than expected.

Mr. Wakan recommended that before the County considers shortening the project that Mr. Fillerup contacts Mr. Danial Watts, the TAP coordinator at NMDOT, to see if extra funds might be available to help with the higher cost of this project.

Several of the Technical Committee members discussed the 12% rule of thumb being high, what the rule of thumb is based on, and what they would consider more appropriate numbers for design and construction.

Red Apple Transit

Red Apple Transit was awarded a TAP grant for bus stop improvements. Red Apple Transit Manager, Andrew Montoya has decided to give the funds back to NMDOT. Mr. Wakan said that when this happens it reflects poorly on the lead agency and they could be deemed "high risk" which might hinder future opportunities with the State. Mr. Wakan was not sure if this designation would be fall upon Red Apple Transit as an agency that is distinct from the City of Farmington or if it would reflect on the City of Farmington. It was recommended that this be a separate discussion by the City of Farmington.

5. REPORT ON THE FALL TRAFFIC COUNTS

Mr. Garcia stated that the fall traffic counts (see Pages 1-4 of the Agenda) had been completed. A spring count location, BL 155, that was low was just recounted and is now closer to typical trends from previous years. He said that if there were any questions on the counts, to please check with Staff.

Mr. Garcia asked to establish a point of contract for each entity prior to the next counts to ensure that tubes are not disrupted or destroyed due to street sweeper activity or construction. Staff will contact each entity directly prior to the next counts to hopefully alleviate some of the problems that were experienced recently.

Aztec - Bill Watson
Bloomfield - Jason Thomas
Farmington - Virginia Turney
NMDOT - Lino Herrera
San Juan County - Fran Fillerup

6. FUNCTIONAL CLASSIFICATION UPDATE

Mr. Wakan reported that a thorough review and update of the functional classifications was completed in 2014. This is typically done on a ten-year cycle, but

the list can be amended when needed. The only change that might need to be considered is to remove the Pinon Hills Boulevard extension from the list because the functional classification list has a four-year horizon. If a road link will be built within four years of the amendment, it can be included on the functional classification list. Mr. Sypher said he thought the Pinon Hills Boulevard extension would likely be built within the four-year time frame and recommended it be kept on the list.

7. INFORMATION ITEMS

Mr. Wakan will be attending the National Association of City Transportation Officials (NACTO) conference in Seattle on September 26-29, 2016.

Mr. Garcia will be attending the New Mexico APA Conference in Albuquerque on September 29 & 30, 2016.

Mr. Wakan wanted to recognize and thank Dave Keck for his service on the MPO Technical Committee. Mr. Keck has been a member on the committee since the inception of the MPO in 2004. Mr. Wakan asked Mr. Fillerup to relay the message to Mr. Keck who was not in attendance. Mr. Fillerup invited everyone to a retirement send-off for Mr. Keck to be held on September 22, 2016 at 2:00 p.m. in the San Juan County Public Works office at 305 South Oliver.

8. JOINT MEETING WITH NMDOT

Mr. Fillerup thanked those in the audience for their attendance and participation and asked everyone to please introduce themselves.

Mr. Wessel said that Mr. Cribbin, who is new to NMDOT's environmental division, would be taking over for Mr. Wessel. The group discussed the difficulty of working with NMDOT with all their personnel changes and the adverse impact that has had on local projects. Mr. Wessel said he would still be in the office and would work toward a smooth transition among the staff.

a. Discussion of Memorandums of Agreement

- Local entities have been doing maintenance work on state highways and are requesting some assistance from NMDOT for costs incurred;
- Funding tight for all agencies, but local residents do not understand who is responsible for maintenance on city streets versus state highways;
- Cities receive the complaints and are under pressure to fix/repair the issue whether on a city street or a state highway;
- No reimbursement from NMDOT;
- How can the entities and NMDOT cooperate together, establish a MOA, and be reimbursed for services rendered;
- Remoteness and distance of maintenance yards from local communities;
- No MOA boilerplates found in neighboring states;
- San Juan County does have an agreement that relates to specific projects and this could possibly be used as a template;

- City of Farmington has two maintenance agreements that include signals and road repair/maintenance. It was titled "right-of-way exchange agreement" where the City of Farmington took ownership of distribution of surplus roadways of the state and NMDOT took ownership of Browning Parkway and part of Murray;
- City of Farmington has several signal agreements; rolled into one agreement and now NMDOT wants to separate the agreements. Agreement is old. In negotiations and working to come together on the issues;
- City of Aztec has had to vacuum out the dips on NM 516 due to storm waters that threaten to flood the motel near the intersection with US 550;
 - Potholes in downtown Aztec have been there for months. Although reported to NMDOT, they have not been taken care of;
 - If on state roadway, NMDOT needs to take care of potholes, vacuuming out storm sewers, striping, storm waters, and plowing
 - If local entity takes on the maintenance or repair on a state highway, they should receive reimbursement.
- Javier Martinez is the Assistant District Engineer over Maintenance and Lino Herrera is the local maintenance yard contact;
- Critical that entities enact drainage ordinance and begin citing owners of undeveloped lots that allow sediment to flow onto state roads;
 - New developments must provide grading, drainage, and erosion plan;
 - Adopt a hydrology model;
 - Upstream and downstream analysis to determine existing and future conditions;
 - Allow no sediment discharge onto any conveyance;
 - Bernalillo County is good model.
- Work together to understand the other's problems;
- Storm water, maintenance, and signal maintenance agreements;
- Federal storm water renewal for Phase II cities (10,000 or more residents) will be adopting Phase II storm water ordinance (related to MS4);
 - New Mexico does not have primacy;
 - State has delegated its authority for storm water to the EPA;
 - NPDES permit will be issued in December and all components spoke of earlier will be required to be implemented by the entities.
- Need to ensure the public lands are in compliance with these types of ordinances as well;
- Legislation now requires localized ordinances to be established within 12 months of the NPDES permit being implemented (6 month extension allowed if group formed; there is a working group in San Juan County);
- City of Bloomfield
 - Same issues with signal maintenance: when a signal is hit the city must repair but they cannot make changes to the cabinet. That must wait for NMDOT to address;
 - Sediment in Bloomfield area comes from the oilfield traffic. It appears overnight even with no rainfall; no ordinance will control this.
- Hold a special meeting to address more of the MOA and maintenance concerns:
 - Not wait another three months for the next joint meeting;
 - Pick a date in October to meet;

- Special meeting with public works officials and NMDOT: working group outside of the MPO; could report back to the MPO on areas of importance;
- Is there an NMDOT approach to this issue that would be applicable to each entity;
- Maintenance of existing roads does impact whether new roads are built or not;
- If meeting is outside the MPO is it: an open meeting/quorum concerns/legal noticing required?

There was lengthy discussion on holding a meeting of public works personnel, outside of the MPO, to discuss local entity issues of potholes, weeds, signal maintenance, sweeping/plowing of the roads, cleaning of the catch basins, and striping. Would a meeting of this type among entity public works departments constitute a quorum of Technical Committee members and require legal noticing to meet open meetings requirements. Ms. Lopez recommended advertising this meeting as a meeting of public works personnel and that no MPO business would be discussed. Mr. Brasher said he would get a legal opinion on this question and report back.

b. TAP

Mr. Wakan said the MPO and local entities who were interested in pursuing TAP funding had met in Santa Fe to review the PFFs. There was limited attendance at this meeting, as well as the meetings held by the other MPOs in the state, by the environmental and right-of-way divisions of NMDOT. Virginia King with the City of Farmington and Beth McNally with Animas Environmental were in attendance to represent two City of Farmington projects.

Mr. Fillerup said he would like to meet outside of the Technical Committee meeting with the NMDOT environmental representatives on the County's glade run recreational RTP application and the environmental certification if funding was awarded.

Ms. Lopez asked if the NMDOT environmental representatives had reviewed the PFFs that were presented for consideration at the TAP review meeting. Mr. Wessel said he had some questions about the specificity of what the projects are going to be doing. He said he had looked at the projects presented in August and had not seen any fatal flaws, but this was all he could really say about the projects without further detailed review. NMDOT has received a recent agreement with FHWA that they do not need to review the projects and that it can all be done internally with NMDOT.

c. Paul Brasher - District 5 Update

Mr. Brasher reported that there is heightened scrutiny of NMDOT to adhere to its specifications for all projects. Part of this includes the testing requirements and requests for variances received by NMDOT. Mr. Brasher stated it would be a rare instance when NMDOT would deviate from the testing requirements and there would absolutely be no ADA variances granted. NMDOT jeopardizes their own federal reimbursement if they grant variances.

d. Robin Elkin - Planning Division Update

Mr. Elkin had no additional Planning Division updates to report.

9. REVIEW AND UPDATE THE FINAL COMPLETE STREETS DESIGN GUIDELINES

Mr. Wakan stated that the last draft design guidelines sent out had not included the changes recorded in the minutes from the August 24, 2016 special Technical Committee workshop. Those minutes were reviewed yesterday and all those recommendations have now been incorporated into the document. Most of the changes discussed at that meeting were made immediately during the meeting. Ms. Lopez said she had reviewed that her changes had been made and that except for three small changes noted by Mr. Sypher, all the comments made during the meeting had been included in the document. Mr. Sypher commented on the work done by the "team" and the development of a good document. At the conclusion of this meeting, the Technical Committee unanimously agreed to recommend approval of the Complete Streets Design Guidelines.

Mr. Fillerup did recommended switching the heading to read:

Context Sensitive Street Design Guidelines:
A Complete Streets Approach

...and then put the words "Farmington Metropolitan Planning Organization (FMPO)" below the picture.

Following the special workshop on August 24, the revised draft was distributed to all participants and the members of the Complete Streets Advisory Group (CSAG) were asked to provide their comments in writing, if any. The only comment received was a sentence was cut off that happened due to formatting the page. This was later corrected by Staff.

A copy of the newest revision (including those changes made at the special workshop) was provided to the Technical Committee members at today's meeting and it is also available on the MPO website. It was recommended that the final draft incorporating all the changes, be distributed again to all participants, especially to the CSAG. This final document is now ready to be presented to the Policy Committee on September 22, 2016.

10. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Mr. Thomas asked about some minor projects in Bloomfield needed to adjust 2-3 private entrances and alignment adjustments on US 64 in the turn lane going west into the US 550 intersection. Mr. Brasher said this work will be done but probably not until next spring.

Mr. Thomas commented that he travels to Bloomfield every morning on a motorcycle and the recent phase of the expansion appears to be ahead of schedule. He said the ride quality is very good now following some adjustments made by the contractor. Mr. Brasher said the contractor has been very good and there have been few or no accidents in the construction zone. District 5 does have some concern with erosion on the side slopes and these areas will be reseeded.

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

11. BUSINESS FROM THE FLOOR

There was no business from the Floor.

12. ADJOURNMENT

Ms. Lopez moved to adjourn the meeting. Mr. Watson seconded the motion. The motion was passed unanimously. Mr. Fillerup adjourned the meeting at 12:02 pm

Fran Fillerup, Chair

June Markle, Administrative Aide