

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
June 22, 2016

Technical Members Present: Teresa Brevik, City of Bloomfield
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: Bill Watson, City of Aztec

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

Staff Absent: None

Others Present: Jason Thomas, City of Bloomfield
Steven Saavedra, City of Farmington
Mary Gardocki, PRCA, City of Farmington
Terri Kennedy, Citizen & Place Matters
Representative
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 10:03 a.m.

2. APPROVE THE MINUTES FROM THE MAY 11, 2016 TECHNICAL COMMITTEE MEETING

Ms. Lopez moved to approve the minutes from the May 11, 2016 Technical Committee meeting. Ms. Brevik seconded the motion. The motion was passed unanimously.

The new MPO Associate Planner, Derrick Garcia, was introduced. Mr. Garcia earned his Master degree in Community & Regional Planning and was working for Texas DOT prior to accepting the FMPO Associate Planner position.

Also introduced was the new Technical Committee member for the City of Bloomfield, Jason Thomas. Mr. Thomas is their City Engineer & Public Works Director and will be taking over the seat being vacated by Teresa Brevik. Ms. Brevik has taken a position with the New Mexico Rural Water Association.

3. FFY2017-2018 UNIFIED PLANNING WORK PROGRAM

Subject:	FFY2017-2018 Unified Planning Work Program
Prepared by:	Duane Wakan, MPO Planner
Date:	June 14, 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.
- Based on the Planning Procedures Manual (PPM), the MPO needs to provide a draft UPWP to NMDOT in April with final approval in June.
- Review the final draft of the FFY2017-2018 Unified Planning Work Program.

CURRENT WORK

- Annual activities will include reporting and budgeting, the traffic count program, TIP maintenance, GIS activities, and Safe Routes to School activities, transit data collection and mapping.
- Major activities will include land-use and transportation scenario planning, transit studies, travel demand modeling updates, and completion of the safety plan.
- Staff estimates base federal PL funds of \$207,125 and base federal 5303 funds of \$57,119 for both FFY2017 and FFY2018.
- Staff consolidated sections and deleted several sections based on recommendations from the Technical Committee.
- The boilerplate is used by all the MPOs in the state.
- Consider recommending approval of the FFY2017-2018 UPWP to the Policy Committee.

ACTION ITEM

- It is recommended that the Technical Committee consider recommending approval of the FFY2017-2018 UPWP.

DISCUSSION: Mr. Wakan presented the final draft of the FFY2017-2018 Unified Planning Work Program (UPWP). The UPWP is the work plan for the MPO. By law the MPO must document the work activities they plan to perform during the time frame of the UPWP and prepare a budget for those activities.

Mr. Wakan reported that following the Technical Committee meeting in May, members provided their comments and the draft document was updated with those changes. Based on advice provided by NMDOT, the UPWP was consolidated and, where possible, tasks were combined.

Task 3 - General Development and Data Collection/Analysis

This section had listed a host of different data that is collected: Safe Routes to School, transit, crash data, some performance measures, population/employment, as well as

some demographic basis collected on an ongoing basis. These were consolidated into a new activity #3.6 that will encompass all the data collection activities.

Mr. Wakan said that Staff also looked at tasks that were irrelevant for the next two years:

Highway Functional Classification Review & Update

This task is worked on with NMDOT once every ten years and this does not need to be included in this new UPWP.

Intelligent Transportation Systems (ITS) Planning

The ITS Plan was updated last year with the assistance of a consultant. This will not be done as a major planning activity over the next two years. NMDOT did want some reference to ITS, so some language has been added to Task 2 under the TIP.

Access Management Plan (AMP)

Mr. Wakan said there had been no indication from the entities that this needed to be updated. The turning standards in the Plan are current for the regional priorities.

Mr. Sypher said that the draft UPWP showed the MPO reviewing the access management plan over the next two years and he thought this would be a good activity. Mr. Wakan explained that the access management plan has been in the UPWP for several years. The AMP was produced by the MPO and adopted in 2009. The entities can reference the document, but do not have to adopt the plan.

Ms. Holton provided some background on the AMP. The plan was presented to each of the entities with some success. There was initial success with the City of Farmington until a developer protested the plan and the City Council then rejected the plan. The previous Assistant City Manager thought that Staff should bring back the plan for revisions and then presentations to the entities for adoption consideration.

Mr. Sypher asked if any entity had ever adopted the plan. Ms. Holton said MPO records would need to be reviewed to see what the outcomes had been. It was found that they only entity not to adopt the plan was the City of Farmington. Mr. Sypher thought that there would have been discussions and feedback when the AMP was first presented which would have resulted in changes and compromises. From that he thought the process would have been completed and a plan presented that would have encouraged the entities to adopt the plan. Ms. Holton said the process had been modeled from the "top down" and no consensus had been built. Mr. Sypher stated that an access management plan is a basic and fundamental plan and thought it was important to keep in the UPWP and finalize the process.

Mr. Fillerup said the AMP had been adopted by San Juan County. He agreed that keeping the access management plan as an activity in the new UPWP was appropriate. He thought it was important to find what the points of contention were and then bring it up to date. Ms. Holton said that MPO Staff had done a lot of work on the AMP and taking it to the entities' councils/commissions for consideration and minutes on those meetings should be available at the MPO office. She recommended that perhaps a sub-committee could review the AMP and then bring back their findings to the entire Technical Committee.

There was no further discussion on this item. It will be kept as a task in the FFY2017-2018 UPWP.

Special Studies & Activities

- Storm Water Management - FAST Act guidelines are not specific on the allowable tasks. Staff needs to become more knowledgeable about storm water issues and future goals and plans could be more specific.

Mr. Sypher stated that the regional group, MS4 Committee, is already addressing storm water management issues and thought it would be a duplication of effort for the MPO to take on this task. Ms. Brevik said the MPO could be at the table to offer comments and suggestions.

Mr. Elkin said this is referenced in the FAST Act, but there was no specific storm water management planning tasks detailed in the Act. There are many regional differences in the MPOs, locations, and geographic issues, but a regional approach to the issue could be considered and he thought it was important for the MPO to be at the table and participate in discussions. Mr. Elkin noted that complete streets are part of the storm water system. Work on this would have to be a transportation planning process and could not involve elements of work outside of the street elements. Mr. Fillerup added that keeping this in the UPWP would not have the MPO leading a regional group as this has already been organized and the best management practices identified.

The Technical Committee discussed this further:

- Encourage MPO Staff to join the MS4 discussion and provide input;
- Including storm water management as part of the UPWP is a duplication of effort. All the aspects are already addressed with work being done by MS4;
- MPO is already inundated with activities and Staff time and effort should not be spent on storm water management when this is already being done on a regional level elsewhere;
- Spending Planning funds on storm water management planning is not well defined;
- Implementation of complete streets aesthetics guidelines could be implemented with establishing storm water practices;
- Reference MS4's best practices; MPO can help coordinate opportunities and projects early in the process and begin accomplishing complete streets goals of aesthetics;
- Since this activity is already in progress, note that these studies/activities are already actively being addressed regionally and the MPO will be sitting at the table and participating in discussions;
- Add phrase: "pending FHWA direction and not duplicating efforts of others already addressing storm water management". The UPWP could be amended based on the direction provided by FHWA.

Travel & Tourism

Staff has periodically been asked to participate in the regional branding campaigns. This task will be done, as needed, by providing visuals that will help the campaign to stimulate tourism.

Regional Models of Cooperation

FHWA has requested that all MPOs include language to this work activity. MPO Staff has currently undertaken some of this already in working with Shiprock and in other parts of the county.

Mr. Sypher said these offered resources were a great service to the community. He asked if there were tools that could augment this task and help Staff improve what is offered, or additional areas that Staff would like to work on. Mr. Wakan commented that Staff would continue to look at activities outside the MPO boundary area that deal with regional planning activities for trail connections, transportation facilities that need upgraded, or transit system improvements. Mr. Wakan noted that the TIGER grants are designed for multi-modal projects that bridge or connect the region together which would otherwise not be possible under TAP/RTP or other State or Federal programs. These types of regional projects can be sought after and Staff can work to coordinate these with the entities.

Mr. Wakan also said that NMDOT also had some recommendations that have already been incorporated into the document:

- Add wording to in the travel demand model maintenance to coordinate with NMDOT's statewide model;
- Add wording to the regional safety plan development to include NMDOT in a complete scope of work specifically on state facilities;
- Public health as listed in Task 5 -Special Studies & Activities to reference specific goals identified in the MTP.

Mr. Fillerup opened the public hearing. There were no public comments received.

The public hearing was closed.

ACTION: Ms. Lopez moved to recommend approval of the FFY2017-2018 Unified Planning Work Program (UPWP) with amendments discussed during the meeting. Mr. Sypher seconded the motion. The motion was passed unanimously.

4. COMPLETE STREETS

Subject:	Complete Streets
Prepared by:	Duane Wakan, MPO Planner
Date:	June 14, 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.
- 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.
- A Technical Committee Workshop was held on February 24, March 16, and April 26 to review and provide edits to the draft Design Guidelines document.

CURRENT WORK

- Complete the Technical Committee review of the Intersection section of the Design Guidelines document at the June 22 meeting.

INFORMATION ITEM

- Complete the review of the draft Design Guidelines document.

DISCUSSION: Mr. Wakan stated that all the comments provided have been incorporated into this second draft of the Intersection chapter. The Technical Committee reviewed the document:

Page 1 - Intersections

Add the words “multi-modal” to the heading since the emphasis is on pedestrians and bicyclists.

The last sentence on this page is awkward; consider rewording to read. ...”a few of the many possibilities being applied across the country and being proposed for this regional application”.

Page 2 - Pedestrians

The Technical Committee discussed the two schools of thought regarding corner radii (shown in the 3rd paragraph): it radii is large, vehicles tend to go faster around the corner; if radii too short, vehicles clip the corner and ADA ramps are impacted. Additional discussion included:

- Use of compound curve;
- Size of intersection impacts the platting of corner lots;
- Consider dedicating right-of-way when corner lots platted so do not have to go back later and acquire the needed intersection right-of-way;
- Avoid too much detail in this section; need to be more general in language and do not make specific recommendations;
- Impact of smaller radii on larger vehicles: trucks/RVs/fire vehicles/buses;
- The ranges shown in the paragraph were quoted from National Association of City Transportation Officials (NACTO);
- These are guidelines - delete the specifics, let the designers do what is needed, but tell them what the safety concerns are and what is expected;
- Delete the last 2 sentences in this paragraph;
- Delete the intersection picture from NACTO as well for clarification.

Page 3 - Cyclists

- Add the word "bicycle" to the last sentence of the 2nd paragraph): "These have proven to reduce "*bicycle*" accidents by 10% and injuries by 19% (2)."
- This sentence is a cited quote and, as such, it needs to be accurate. The reduction of 10% in accidents was implied for all modes and not just bicycles. This needs to be verified before the meaning is altered;
- Change it to say "involving bicycles";
- Consider saying, "in one study";
- Confirm the intent of the statement.

Page 4- Vehicles

- 1st paragraph: several times in this one paragraph refer to " pedestrian safety"; consider rewriting;
- 2nd paragraph, 2nd second: "The design vehicle helps determines the size and scale of the intersection." Delete the "s" on "determine";

Conclusions

- 3rd sentence: "Where possible, the intersection should be designed for the most vulnerable street user rather..."; the street is not designed for one mode or group over another, it is designed for all modes. Delete the sentence.
- The last sentence in the paragraph clarifies that the design is for all modes.

Mr. Fillerup asked Staff to make Bill Watson aware of the changes made to this section today especially those that address his comments/revisions provided in an earlier e-mail to all. Additionally that the revisions discussed today will become part of the final draft of the Design Guidelines that will be reviewed at the July Technical Committee meeting.

ACTION: The review was completed.

5. STATUS OF TIP PROJECTS

Subject:	Status of TIP Projects
Prepared by:	Duane Wakan, MPO Planner
Date:	June 15, 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 - Deadlines - 1) June 15 Obligation deadline - Design- T/LPA agreement - Construction- 9 Day Letter

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 ○ CR 350-390 intersection HSIP ROW issues with TCPs ▪ Red Apple Transit Bus Route Accessibility TAP project TF00010 <ul style="list-style-type: none"> ○ NMDOT FTA Transfer approved ○ Design and engineering plans went through RFQ, TIP Modification to move some construction funds to PE. ▪ Vereda de Rio San Juan Trails phases II & III- GRT Declines

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 reported that TIP modifications will be forthcoming from San Juan County and Red Apple Transit requesting to move their project funding from one year to another.

Pinon Hills Boulevard - Phase II

Mr. Sypher said that he wanted to discuss some ongoing issues with this project with Mr. Brasher before discussing the particulars, but he did state that NMDOT had made a proposal to City of Farmington to look at phasing Phase II of the Pinon Hills Boulevard project and how that might be done. The City of Farmington acted on this proposal and provided a resolution that was approved by City Council. Mr. Sypher said it was mentioned that perhaps the City should have gotten an Agreement Request Form (ARF) from NMDOT, but NMDOT does not provide contracts until all the plans are done. The City of Farmington has not been able to get several contracts and the entire process has been long and protracted.

East Arterial Route

Mr. Watson was not in attendance to provide an update to Phase II of the East Arterial Route project. Mr. Wakan said there were issues with an expanded right-of-way that was encroaching on an old landfill. Mr. Brasher said the project design has had some

snags and there is a meeting this afternoon to discuss the design in more detail, what to do about the landfill, and how to dedicate the right-of-way.

CR 350/CR 390 Intersection

There will be a TIP modification completed for this project.

Red Apple Transit

There will be a TIP modification completed for this project.

Vereda de Rio San Juan Trail

The gross receipts tax (GRT) for the City of Bloomfield are on the decline and the city will be unable to provide the required local match for this project. The City of Bloomfield has made an arrangement with NMDOT to suspend any construction. Ms. Brevik stated that they did receive the PIF letter and all the project certifications were approved.

Mr. Wakan said this meeting between NMDOT and the City of Bloomfield provided some new information. If an entity needs additional TAP funds to complete a project, they can always ask for that additional funding. Tamara Haas, the Asset Management & Planning Division Director, stated that this opportunity is available because from time to time extra funds do become available. Case in point is the recent decision by the City of Bloomfield not to proceed with the Vereda de Rio project.

Mr. Sypher said the City of Farmington will be requesting amendments during the fall amendment cycle for the Foothills project and also for Phase III of the 20th Street project to get them included onto the TIP. Ms. Holton added that these projects would also need to be listed in the MPO's Metropolitan Transportation Plan (MTP) which could also necessitate an amendment to the MTP.

ACTION: The report was received.

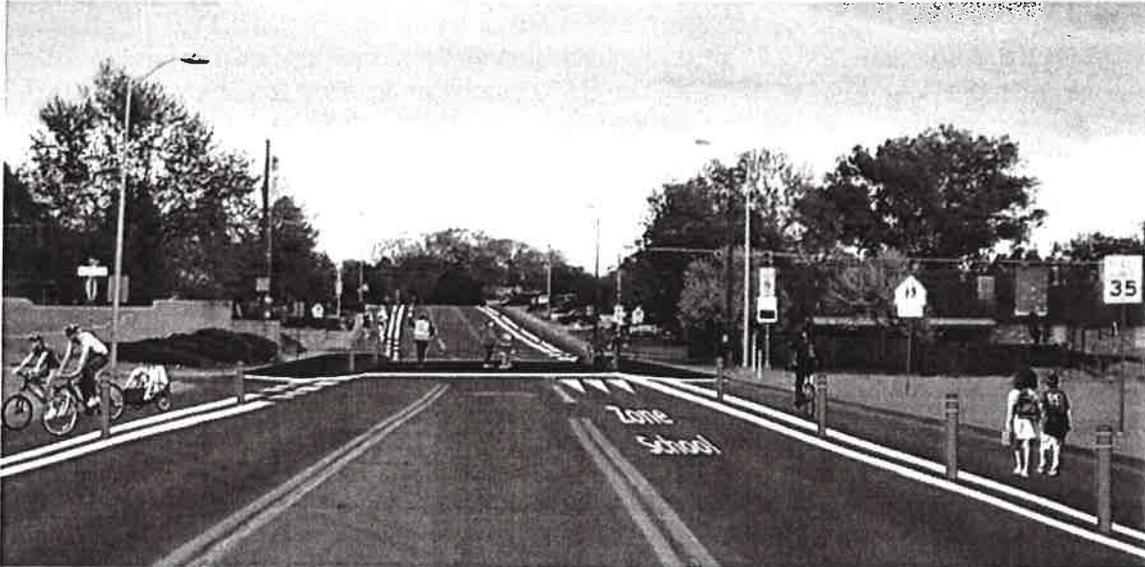
6. REPORTS FROM NMDOT

Paul Brasher - District 5

Mr. Brasher reported on the following projects:

- US 64 construction is continuing and is on schedule. He said that although complaints have arisen during the construction phases (detours and driveway access difficulties), NMDOT has received favorable comments on the increased width of the roadway as the phases are completed;
- Emphasis in the coming years will be on pavement preservation:
 - NM 170 near the Colorado border. The road will likely not be widened, but there is expected increased truck traffic using the road to come into Farmington;
 - US 550 between Aztec and Colorado boarder. Two-lane stretch in Colorado that they plan to widen which would increase truck traffic on the New Mexico road sections and require some additional maintenance on those sections;

- Eventually take the pedestrian boulevard down Hutton to address equity issues and help balance low income neighborhoods near Animas Elementary and Heights Jr. High;
- Possibly consider secondary future phases to expand down Dustin and Sullivan Avenues;
- San Juan County Partnership is planning to hire a county-wide SRTS coordinator who could help with these types of designs for Aztec and Bloomfield.



Mrs. Wakan said that she has also identified some pedestrian safety projects that she asked to be considered for possible 2018 TAP funding:

- Speed Indicator Flashing Beacons
- Pedestrian Activated Flashing Beacons
- Sidewalks
- Crosswalks
- Bollards for secondary phases of Pedestrian Boulevard

There are two school zone flashing beacons missing for Bluffview Elementary and along 20th Street near Hutton Avenue for Animas Elementary.

Mrs. Wakan also noted where some solar-powered pedestrian activated flashing beacons (\$8,000 each) could be used because there is no (or absent) crossing guard that would assist pedestrians to cross busy streets:

- Butler: McKinley Elementary crosswalk
- Dustin: McKinley Elementary crosswalk
- Apache: Apache Elementary crosswalk
- 30th Street: Between Knudsen and Carlton (see below) crosswalk for Hermosa and Northeast
- Sullivan and Cliffside
- Hutton and Cliffside (see new crosswalk)
- Veterans Park: Cross Butler (see new crosswalk section)
- Foothills: Country Club crosswalk
- Sunset: FHS crosswalk

Missing sidewalk sections:

- 30th Street between Butler and Knudsen
- 30th Street on northwest corner of Sullivan
- East side of Hutton between 20th and 30th Streets

Proposed new areas for crosswalks:

- Special paint or treat crosswalk and move from 30th Street and Knudsen to between Knudsen and Carlton
- Across Butler near North Carlton: connects bus line and Veterans Park
- Across Hutton near Cliffside

In conclusion, Mrs. Wakan said she would like to encourage making Farmington a place for everyone and also encouraged Aztec and Bloomfield to consider similar changes and improvements to their communities.

Mr. Sypher complimented Mrs. Wakan's research and for providing some good options. He asked to meet with her to get her list of proposed crosswalk areas so that the Traffic Division can get a study started to see if crosswalks are indeed warranted.

Mr. Sypher asked if there was adequate existing asphalt width on the proposed future pedestrian boulevard routes. Mrs. Wakan said there was for sure on 20th, 30th, and Sullivan because all were currently four lanes wide. She said she had not measured Dustin.

Mr. Sypher asked for clarification that the school district was eligible to submit a TAP application. Mr. Wakan said they are aware that they can request a grant, but actually writing the grant request has not been discussed. Mr. Sypher recommended speaking with Corey Styron to get the name of a school district employee who might be more receptive to the idea than the maintenance supervisor, Ted Lasiewicz.

Mrs. Wakan said she spoke with Councilor Duckett who is in favor of the proposal and suggested she also speak with the MPO Technical Committee and representatives of PRCA. Mrs. Wakan also spoke with the Farmington High School principal who is also in favor of the proposal. Mr. Sypher thought this was a great beginning, but was concerned with mixing bikes and pedestrians along one path. He said as long as the traffic volumes are low and the proposed changes are low cost, he thought the proposal would receive good feedback.

Mr. Sypher stated that the flashing school zone signs were very effective and recommended getting the school district interested in applying for grants, the city would maintain them once they were initially installed.

Mr. Brasher asked Mrs. Wakan if she had spoken with law enforcement and included them in the discussion since they provide a unique take on traffic control. Mrs. Wakan said that Officer Paquin, one of the School Resource Officers (SRO) has been involved in the conversation.

Mr. Hathaway recommended that Mrs. Wakan add the word "stay" in her presentation: "Together we can make Farmington a great place to live, work and play for all of its

citizens.” By adding the word “stay” this presentation will tie into the City of Farmington’s branding initiative.

8. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Mr. Fillerup reported that Mayor Duncan of Kirtland wanted to express his appreciation to District 5 for the attention they gave to the ponding issue Kirtland was experiencing along US 64 and CR 6500. The re-grading done by District 5 directed and moved the standing water to where it needed to go.

Ms. Brevik announced that today was her last day with the City of Bloomfield. Mr. Jason Thomas will be her replacement on the Technical Committee. Everyone wished her well in her new position and thanked her for her contribution to the Technical Committee.

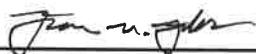
There was no additional business from the Chairman, Members and Staff.

9. BUSINESS FROM THE FLOOR

There was no business from the Floor.

10. ADJOURNMENT

Ms. Lopez moved to adjourn the meeting. Mr. Sypher seconded the motion. Mr. Fillerup adjourned the meeting at 12:10 p.m.



Fran Fillerup, Chair



June Markle, MPO Administrative Aide