M I N U T E S FARMINGTON METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE MEETING APRIL 23, 2013

Policy Members Present: Sherri Sipe, City of Aztec

Pat Lucero, City of Bloomfield Gayla McCulloch, City of Farmington Scott Eckstein, San Juan County

Policy Members Absent: Dan Darnell, City of Farmington

Staff Present: Mary L. Holton, MPO Officer

Joe Delmagori, MPO Planner Duane Wakan, MPO Associate Planner June Markle, MPO Administrative Aide

Staff Absent: None

Also Present: Larry Hathaway, San Juan County

Ms. Sherri Sipe chaired the meeting until Mr. Lucero was able to arrive.

1. CALL TO ORDER

Ms. Sipe called the meeting to order at 1:32 p.m.

2. <u>APPROVE THE MINUTES FROM THE MARCH 21, 2013 POLICY COMMITTEE</u> <u>MEETING</u>

Ms. McCulloch made a motion to approve the minutes from the March 21, 2013 Policy Committee meeting. Mr. Eckstein seconded the motion. The motion was passed unanimously.

3. FY2014-2019 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Subject: FY2014-2019 Transportation Improvement

Program (TIP)

Prepared by: Joe Delmagori, MPO Planner

Date: April 11, 2013

BACKGROUND

- The TIP is a short-term program of projects expected to be completed in the next six years.
- Staff met individually with each member entity, NMDOT, and Red Apple Transit to review project information.
- The TIP projects and MPO priority lists were reviewed and modified by the Technical Committee on February 28 based on updated project information.
- The Policy Committee reviewed the draft FY2014-2019 TIP on March 21.
- A public hearing on the FY2014-2019 TIP was held on March 28 during the Technical Committee meeting.
- No public comments were received.
- On March 28, the Technical Committee recommended adoption of the FY2014-2019 TIP.

CURRENT WORK

- Staff made final changes to the TIP to reflect additions, deletions, and new project information.
- The 30-day public comment period on the final draft of the FY2014-2019 opened on March 10 and closed on April 10.

RECOMMENDATION

 It is recommended that the Policy Committee adopt the FY2014-2019 TIP (PC Resolution 2013-1).

DISCUSSION: Mr. Delmagori reviewed the final draft of the FY2014-2019 TIP. He noted that over the past few months, Staff has spoken with the individual Technical Committee members to talk over their respective projects and also to review what was already in the TIP. The draft FY2014-2019 TIP was presented to both the Policy and Technical Committees over the past month and all the changes reviewed. Mr. Delmagori noted that the public comment period was held from March 10 to April 10, 2013 with no public comments being received during the 30-day period. Additionally, the public hearing on the TIP was held during the Technical Committee meeting on March 28, 2013. No public comments were received during the public hearing.

Mr. Delmagori reviewed each of the project lists of the FY2014-2019 TIP:

Regionally Significant Project List

Mr. Delmagori noted that the two projects originally funded under the Transportation Enhancement Program (Bergin Lane pedestrian improvement and the 20th Street pedestrian facilities projects) will now come under the Transportation Alternatives Program (TAP).

Mr. Delmagori said that during the past month, the MPOs and RPOs from around the state have worked with the NMDOT Planning Office to finalize the TAP guidelines that will explain and coordinate the process for scoring, ranking, and selecting TAP eligible projects. Mr. Delmagori plans a full review of the TAP program for the Policy Committee at their June meeting. He expects NMDOT to finalize and publish the TAP guidelines soon.

Mr. Delmagori stated that the Bergin Lane and 20th Street projects will be considered with any other identified TAP eligible priorities. He said that these two projects can remain in the TIP and be amended at a later date the TAP process is finalized.

Mr. Delmagori reported on the safety improvement project on NM 173 shown on Page 5. NMDOT has informed Staff that they plan to split the \$2,000,000 programmed for this project between FY2013 and FY2014. The design work will occur in FY2013 and actual construction will take place in FY2014. Mr. David Quintana did not have details of how exactly the funding was to be split. This project will also be amended at a later time.

Mr. Pat Lucero arrived at the meeting.

Non-Regionally Significant Project List

Mr. Delmagori noted that there have been no changes to the projects shown on this list since the Policy Committee review in March.

<u>Unfunded Project List</u>

Mr. Delmagori stated this list consists of the MPO priorities for the various funding sources as well as the General Listing of projects that would be considered should any additional funding become available.

Mr. Delmagori referred to Page 3 of the Unfunded Project List. He reported that the traffic signal reconstruction project at the intersection of San Juan Boulevard and Scott Avenue was just selected by NMDOT to receive safety funding. The other safety project submitted for consideration was at the intersection of US 550 and NM 173; however, it was not selected. The safety projects that were selected state-wide must still be approved by the Federal Highway Administration (FHWA) so these two projects will be kept on the TIP pending final approval by FHWA.

Ms. Sipe asked if Staff knew why the safety project at the intersection of US 550 and NM 173 was not selected. Mr. Delmagori reported that NMDOT had said there was not enough crash data submitted to support the application. He noted that selection unfortunately depends on the amount of crash and fatality data available. Mr. Wakan said that more detailed and accurate accident reporting by local law enforcement might assist the entities in having the required information. It would then be available for inclusion in NMDOT's crash reports which becomes the basis for project selection. Ms. McCulloch asked if the MPO could explain the need for this detailed information to law enforcement and provide a template to document accident details. Ms. Holton said most local entities do not have a traffic engineering division and a template might be of use in that situation to provide better reporting capability. Mr. Delmagori said he would inquire of NMDOT to see if there is a procedure the MPO can follow up on to provide more detailed information. He will also follow up with the Safety Bureau to see if there is additional information on why this specific project was not selected.

Mr. Delmagori stated that if the Farmington project at the intersection of San Juan Boulevard and Scott Avenue is approved by FHWA, it will be moved to the Regionally Significant Project List. This would then allow the project at the intersection of US 550 and NM 173 to move up in priority.

Mr. Delmagori referred to the East Arterial Route (Phase IB) project for \$2,500,000 shown on Page 4. He stated that District 5 had informed him that \$2,500,000 in federal funds had been identified for this project. With a required 20% match, this would total \$2,800,000 which would be enough to cover Phase IB of the East Arterial project. Once all the details are finalized, a TIP amendment will be prepared.

Ms. Holton explained that she had discussed the Animas River Pedestrian Bridges project shown on Page 7 with the new PRCA Director, Mr. Cory Styron. He advised that the project to construct five pedestrian/bike bridges over the Animas River was the most up to date information. Ms. McCulloch had a question about the location of the bridges and Ms. Holton said she would ask Mr. Styron to elaborate on the location of the bridges and would then provide the information back to the Policy Committee.

Mr. Delmagori said there were no other changes to the Unfunded Project List.

Mr. Delmagori also noted that a copy of the Resolution to adopt the FY2014-2019 could be found on Page 2 of the Agenda.

ACTION: Ms. McCulloch moved to adopt the FY2014-2019 TIP (PC Resolution 2013-1). Mr. Lucero seconded the motion. The motion was passed unanimously.

Mr. Pat Lucero took over to Chair the remainder of the meeting.

4. CONSIDER APPROVAL OF AN AMENDMENT TO THE FY2013 UPWP, EXTENDING THE UPWP AND THE BUDGET FROM JULY 1 TO SEPTEMBER 30 SO THE ANNUAL WORK PLAN AND BUDGET MATCH THE FEDERAL FISCAL YEAR.

Subject: FY2013 UPWP and Budget Amendment

Prepared by: Joe Delmagori, MPO Planner

Date: April 11, 2013

BACKGROUND or PREVIOUS WORK

- Recently the MPOs agreed to extend the current UPWP by three months so that work activities and the budget align with the federal fiscal year.
- Extending the FY2013 UPWP by three months from July 1 to September 30 will allow better coordination and timely distribution of PL funds.
- NMDOT Planning has requested that the amendment for extending the FY2013 UPWP be approved by April 15.
- On March 28, the Technical Committee recommended approval of the amendment.

CURRENT WORK

MPO staff has updated general language in the UPWP to indicate the three

- month extension.
- Staff has made proposed revisions to current UPWP work activities to be worked on during these three months.
- The revised MPO budget reflects remaining PL and 5303 funds that are available to the MPO between January 1 and September 30, 2013.

RECOMMENDATION

It is recommended that the Policy Committee consider approving an amendment to the FY2013 UPWP, extending the UPWP and the budget from July 1 to September 30 so the annual work plan and budget match the federal fiscal year.

DISCUSSION: Mr. Delmagori reported that the MPOs and NMDOT agreed to change the Unified Planning Work Program (UPWP) and budget to match the federal fiscal year which is from October to September. This change better aligns the distribution of the MPO's PL funding. This change also required the MPO to extend the existing UPWP by three months from July 1 to September 30.

Mr. Delmagori reviewed the changes to the current UPWP with the Policy Committee:

The introductory sections of the FY2013 UPWP show the updated dates and language necessary to detail the change from the state fiscal year to the federal fiscal year.

Mr. Delmagori stated that the various program areas of the UPWP begin on Page 11. The primary changes in this section were to add calendars to show the projects the MPO anticipates working on during the three-month extension of the UPWP. The substance of the projects will not change, but various deadlines were revised and/or additional tasks included reflecting the three-month extension.

On Page 16, Mr. Delmagori commented that the section covering the Joint Powers Agreement (JPA) will need to been rewritten to include MAP-21 requirements as outlined by the FHWA Final Report of the MPO Review. Mr. Delmagori has asked FHWA to provide some clarification on what they require to be included in this section. He hopes to be able to gather this information in the next month so the Policy Committee can review and approve the update to the JPA at their June meeting.

Beginning on Page 18 is the General Development and Comprehensive Planning section of the UPWP. Mr. Delmagori has changed the Complete Streets project to the development of guidelines rather than the policy. Based on the current Complete Streets Advisory Group focus, Mr. Delmagori believes work for the next few months will be on the guidelines with the policy development to follow afterwards.

The traffic count consultant will be taking weekend traffic counts during the first weekend in May. They will begin at 3:00 p.m. on Friday, May 3 and continue through to midnight on Sunday, May 5. Mr. Delmagori noted that additional information on these weekend traffic counts would be provided in Agenda Item #6.

Under the Long Range Transportation Planning section of the UPWP, Mr. Delmagori has added some language in the Traffic Demand Model section to note the hiring of a consultant to do the model calibration/validation process. Mr. Wakan has been working

with the entity staffs to review the population/employment data for the base year as well as the future projected years. Once this information is established, it will be provided to a consultant who will then use it to calibrate/validate the model. Mr. Delmagori said this process will likely take four to five months of work. Following the conclusion of the calibration/validation process, Staff will begin updating the Metropolitan Transportation Plan which is the 20-year long range plan for the area.

Mr. Delmagori reported on the required changes to the budget section of the UPWP which showed the MPO with a remaining FY2013 budget balance of \$254,049 that will carry the MPO through to September 30, 2013.

ACTION: Ms. Sipe moved to approve an amendment to the FY2013 UPWP, extending the UPWP and the budget from July 1 to September 30 so the annual work plan and budget match the federal fiscal year. Mr. Eckstein seconded the motion. The motion was passed unanimously.

5. <u>CONSIDER APPROVAL OF THE TAZ BOUNDARY REVISIONS FOR THE REGIONAL TRAFFIC MODEL</u>

Subject: Traffic Analysis Zone (TAZ) Realignments **Prepared by:** Duane Wakan, MPO Associate Planner

Date: April 15, 2013

TRAFFIC ANALYSIS ZONES UPDATE

- Traffic Analysis Zones (TAZs) are used in the regional traffic model to project traffic volumes using an array of variables.
- Traffic Analysis Zones Alignments were last updated by a consultant in 2004.
- Staff has been working with GIS data and aerial mapping technology to perform realignment iterations using 2010 Census Blocks as the base map.
- A new 2010 data baseline was created to collect and aggregate population, employment, housing types & school enrollment numbers.
- Staff met with land-use planners from the four local entities to gather recommendations and insight to create a model that will better predict regional traffic patterns based on the TAZ structure.
- The proposed Traffic Analysis Zones (TAZ) structure and boundaries were reviewed by the Technical Committee on March 28st 2013.
- The Technical Committee recommended approval of the proposed Traffic Analysis Zones (TAZ) structure and boundaries.

CURRENT WORK

 Staff is calculating population & employment projections for 2025 (mid-year) and 2040 (long-range) for each TAZ.

RECOMMENDATION

It is recommended that the Policy Committee consider approval of the proposed Traffic Analysis Zones (TAZ) structure and boundaries.

DISCUSSION: Mr. Wakan reported that Staff has been working to update the Traffic Analysis Zone (TAZ) structure to better align with the census geography and to calculate population/employment. The TAZ alignments were last updated by a consultant in 2004. The TAZ structure and boundaries were reviewed by the Technical Committee on March 28 and were recommended for Policy Committee approval.

On Page 5 of the Agenda, Mr. Wakan showed the TAZ structure from 2005; Page 6 illustrates the changes to the TAZ structure using the 2010 base model; Page 7 is an overlay of the TAZ structure with the Major Thoroughfare Plan. Mr. Wakan stated that once the TAZ structure is finalized, Staff will begin to project population/employment for the mid-year of 2025 and for 2040 for the long range model. A consultant will then be hired to calibrate and validate the model.

Ms. McCulloch questioned some of the proposed roadways shown on the map on Page 7. Mr. Delmagori clarified that the blue dashed line paralleling NM 516 represented the Northern Route. This road will loop over the Foothills area and connect to the extension of College Boulevard. The green dashed line represented the extension to Hood Mesa Trail. Mr. Wakan noted that when the TAZ boundaries were created, Staff tried to align them with Census geographies. However, in the northeast quadrant of Farmington, the census blocks did not line up with the neighborhoods because of development in the area. Ms. Holton said the City of Farmington may need to update the Census Bureau and noted that there are serious time delays in the Census Bureau incorporating updates. Ms. Holton stated the MPO would continue to provide this updated information to the Census Bureau.

ACTION: Ms. McCulloch moved to approve the proposed Traffic Analysis Zones (TAZ) structure and boundaries. Mr. Eckstein seconded the motion. The motion was approved unanimously.

6. <u>CONSIDER APPROVAL OF THE LIST OF LOCATION FOR WEEKEND TRAFFIC</u> COUNTS

Subject: Weekend Traffic Counts

Prepared by: Duane Wakan, MPO Associate Planner

Date: April 15, 2013

BACKGROUND

- The 2012 regular traffic count program was completed in October.
- Recounts were taken in January.
- The traffic count data was reviewed and approved by the MPO and NMDOT.
- The Policy Committee requested additional weekend traffic counts be taken.
- MPO Staff, with input from the local entities, anticipate 32 weekend count

locations.

The Technical Committee reviewed and recommended approval of the 2013
 Weekend Traffic Count Location list.

CURRENT WORK

- Staff has prepared an initial list of count locations for review.
- Farmington has suggested a couple of other locations for the list.
- The traffic count list will be reviewed and approved by the Technical and Policy committees in March and April.
- The MPO will work with TRA to schedule and take the counts in May.

RECOMMENDATION

Staff recommends that the Policy Committee consider approval of the 2013
 Weekend Traffic Count Location list.

DISCUSSION: Mr. Wakan reported that the Policy Committee had recommended the MPO have additional weekend traffic counts taken. With feedback from the local entities as well as the Technical Committee members, a list of 32 locations was developed. After some discussions with the consultant on cost and their availability to take the counts, the entire list of 32 locations was scheduled for counting over the weekend of May 3-5, 2013. The counts will begin at 3:00 p.m. on Friday, May 3 and continue through Sunday until 12:00 midnight.

Mr. Wakan said NMDOT has agreed to add this information to their traffic count database. Staff will analyze the data to better understand the differences between weekday and weekend traffic and to, hopefully, secure additional funding for the area.

Ms. McCulloch commented that much of the highest priority counts were out west and asked how these locations had been determined. Ms. Holton said the counts were determined in consultation with the City of Farmington and San Juan County. Part of the reason for these additional weekend counts was to see the impact on traffic with the area being a retail hub as well as a medical services destination. This information should assist the region with future roadway funding and would also be made available to developers looking at the local market which could assist in bringing more amenities to the area.

Mr. Wakan also referred to Page 10 of the Agenda which showed the actual location of each count. Ms. Holton said these weekend counts are expected to show that there are quite a few visitors coming from the Navajo Nation and from both Colorado and Arizona. Mr. Delmagori said that these external counts or the outer ring of the county will tell how many people are going in and out of the area. Then the inner ring will be to capture what is coming in and out of the cities themselves. Some of the key locations on east Main Street have been identified and will demonstrate how that corridor is used. Mr. Delmagori explained that some of the other lower priority count locations were scattered throughout to help cordon off the three cities. Ms. Holton added that these counts are

expected to show that the impacts to the region are greater than the typical Tuesday, Wednesday, and Thursday counts.

Ms. Sipe asked about the count scheduled for US 550 from S. Rio Grande Road to NM 516 with the counter located at Zia Street. Because of accidents with motorists exiting the post office onto US 550, she would like to have traffic counts taken at that intersection. Mr. Delmagori said the reason for the weekend count at this location is to identify how much traffic is entering Aztec from the south. Ms. Sipe recommended that counts be considered at some point for this intersection of S. Rio Grande and US 550. Mr. Delmagori said Staff would see when this location was scheduled to be counted. The traffic count locations are on a three year rotating cycle so this location might not be scheduled for this year.

ACTION: Mr. Eckstein moved to approve the 2013 Weekend Traffic Count Location list. Ms. Sipe seconded the motion. The motion was passed unanimously.

Mr. Lucero thanked Staff for getting this weekend traffic count organized.

7. RECEIVE A REPORT FROM NMDOT

There were no representatives from NMDOT or District 5 present at the meeting.

8. <u>RECEIVE AN UPDATE ON THE DEVELOPMENT OF A TITLE VI PLAN FOR THE MPO</u>

Subject: Title VI Plan

Prepared by: Joe Delmagori, MPO Planner

Date: April 10, 2013

BACKGROUND

- The FHWA MPO Review indicated that the MPO needs to develop a Title VI Plan
- The Title VI Plan would ensure that the MPO prevents discrimination from low income or minority populations.
- This plan would also include an Environmental Justice component, which would ensure that no single aspect of the population would bear a disproportionate share of impacts from transportation decisions.
- The Title VI Plan needs to be adopted by September 2013.
- The Title VI boilerplate received from NMDOT was reviewed with the Technical Committee on February 28 and with the Policy Committee on March 21.
- A draft of the MPO Title VI Plan was reviewed with the Technical Committee on March 28.

CURRENT WORK

- Development of the Title VI Plan will include a non-discrimination Statement of Policy, procedures for training, public involvement, handling complaints, and resolving issues.
- The plan will relate Title VI to the transportation planning and public involvement process.
- Staff is reviewing Title VI plans from other MPOs for assistance with content.

RECOMMENDATION

It is recommended that the Policy Committee receive an update on the development of a Title VI Plan for the MPO.

DISCUSSION: Mr. Delmagori stated that at the March Policy Committee meeting, Staff had reviewed the Title VI boilerplate provided by NMDOT. Staff has now developed a draft of the Title VI Plan for the MPO. Mr. Delmagori said the MPO Title VI Plan will focus on the transportation planning process, the documents that the MPO is required to produce, and the public participation process.

Mr. Delmagori said an introduction has been added to explain the MPO. The non-discrimination statement and the policies for Title VI and environmental justice are from the NMDOT boilerplate and should remain the same. The section on federal financial assistance references the fact that the MPO receives federal PL and 5303 funding.

The information found on Pages 2-4 of the draft MPO Title VI Plan are from the boilerplate. Mr. Delmagori said that references to property, covenants, and deeds have been removed since the MPO does not deal with these items.

Mr. Delmagori said that beginning on Page 5, the boilerplate transitions to a document more specific to the MPO. Title VI actions that relate to the various MPO projects and programs will be detailed. There will be a short introduction to each program followed by a running list of actions that will explain how the MPO will meet Title VI requirements.

Page 6 is information directly from the MPO's Public Participation Plan to illustrate through our public involvement activities that the MPO is complying with Title VI and environmental justice.

Page 7 of the draft Plan will detail the responsibilities of the Title VI coordinator, reporting procedures, Title VI training, as well as a section on limited English proficiency.

Mr. Delmagori said it is anticipated that the City of Farmington's Human Resources Director, who is the Title VI Coordinator for the City of Farmington, will also be the Title VI Coordinator for the MPO since they are the fiscal agent for the MPO.

Mr. Delmagori said the Title VI Plan for the MPO should be completed and a final draft ready for Policy Committee approval in June.

ACTION: The report was received.

9. RECEIVE A REPORT ON THE FY2014 UNIFIED PLANNING WORK PROGRAM

Subject: FY2014 Unified Planning Work Program

Prepared by: Joe Delmagori, MPO Planner

Date: April 10, 2013

BACKGROUND

- The Unified Planning Work Program (UPWP) is the fiscal year work plan for the MPO.
- The MPOs recently agreed to align the work activities and budget with the federal fiscal year to provide for better coordination and timely distribution of PL funds.
- Starting with FY2014, the MPO is moving its UPWP to cover planning activities and work products to be completed during the federal fiscal year (October to September).

CURRENT WORK

- Staff is working with the entities and NMDOT to identify projects for FY2014.
- The Metropolitan Transportation Plan also outlines projects to be completed by the MPO.
- Staff has reviewed the current UPWP to identify partially completed projects that may carry into FY2014.
- Staff will discuss with the committees about consensus on moving to a two-year UPWP to cover FFY2014 and FFY2015.
- Staff will work with NMDOT to develop PL and 5303 estimates for the MPO budget.

RECOMMENDATION

It is recommended that the Policy Committee receive report on the FY2014 Unified Planning Work Program.

DISCUSSION: Mr. Delmagori stated that the FY2014 UPWP will cover planning activities and work products to be completed during the federal fiscal year (October 2013 to September 2014).

Mr. Delmagori reported that the other MPOs around the state have developed a two-year UPWP covering two fiscal years. He noted that FMPO is currently the only MPO that is on an annual UPWP. Mr. Delmagori asked if the Policy Committee members would be amenable to a two-year UPWP. He said the two year schedule allows for greater flexibility on projects and requires less overall administrative work. The Policy Committee agreed that a two-year UPWP made sense and the document can always be amended when necessary.

On Pages 13-15 of the Agenda, there was a checklist of current FY2013 projects and the status of each. Mr. Delmagori noted that the projects on this list that have not yet been started will be included in the FY2014 UPWP.

Mr. Delmagori reviewed the draft FFY2014 UPWP which outlined some of the major projects and activities that will be a part of the new UPWP.

Program Administration

This section lists annual activities and Mr. Delmagori did not expect any changes here.

Comprehensive Development

The largest new project will be the update to the Metropolitan Transportation Plan. Mr. Delmagori stated that Staff would begin working on this Plan in the fall of 2013 and taking upwards of 18 months for completion and final approval.

Development of Complete Streets design guidelines and policies will continue.

Mr. Delmagori said the MPO Access Management Plan may need to be reviewed as it was last approved in 2009.

The annual Traffic Count Program will continue and any updates to the Intelligent Transportation Systems will be addressed.

Mr. Delmagori noted NMDOT's Functional Classification System has not been reviewed for ten years. The MPO will work with NMODT planning staff to review FMPO's functional classifications and update NMDOT databases accordingly.

Long Range Planning

The validation/calibration process of the Traffic Demand Model will be completed. The model will be used for any requests by a local entity for information and to evaluate future road projects identified through the MTP update.

Mr. Delmagori reported that there will be ongoing GIS activities.

The FMPO Major Thoroughfare Plan may need to be reviewed based on changes to the functional classification and the MTP.

NMDOT is moving forward with the US 64 project and there may be some design review meetings with regard to the different phases of this project.

The MPO will continue to respond to any corridor studies that local entities may request.

Although air quality and environmental issues have been fairly quiet in recent years, Mr. Delmagori stated that this is considered with each UPWP.

Short Range Planning

The MPO plans to hire interns for transit data collection activities again this summer. Staff will then compile and analyze the data to determine how well the system is working.

FMPO will continue to be involved with the Safe Routes to School program.

Staff will stay in contact with NMDOT and their planning activities especially as they begin the state long range plan update.

Transportation Improvement Program

Staff will continue to process TIP amendments and modifications, as well as maintain the TIP database to ensure projects are accurate and up to date.

Mr. Delmagori said the staff is also considering moving to a two-year TIP update cycle which will better align with the two-year STIP update.

Mr. Delmagori stated that the final draft FFY2014 UPWP will be ready for review and considered approval for the June Policy Committee meeting.

ACTION: The report was received.

10. RECEIVE A REPORT ON COMPLETE STREETS

Subject: Complete Streets

Prepared by: Joe Delmagori, MPO Planner

Date: April 11, 2013

BACKGROUND or PREVIOUS WORK

- Complete Streets is a means of designing a roadway so that it accommodates all modes of travel, such as walking, biking, and transit.
- Complete Streets promote safety for all users, improve connectivity among modes, and helps create economic growth.
- Overview presentations on Complete Streets have been given to all councils/ commissions and several organizations.
- The Complete Streets Advisory Group held their third meeting on April 3.

CURRENT WORK

- At the Advisory Group meeting, the members participated in an exercise confirming Complete Streets values.
- Each member wrote statements about why each value was important to them.
- The group then discussed the values and statements in more detail.
- The group voted on their preferred statements for each value.
- This exercise helped the group to understand what is important to the group with regards to the values.

RECOMMENDATION

It is recommended that the Policy Committee receive a report on Complete Streets. **DISCUSSION:** Mr. Delmagori reported that the Complete Streets Advisory Group met again on April 3. He noted that over the past few months, the Advisory Group has reviewed examples of Complete Streets visions, goals, and principals from other communities and DOTs. This information was used as background information to help generate conversation and ideas.

Mr. Delmagori said that Staff had also introduced the Advisory Group to land use contexts and road typologies that were different from the conventional definitions. Looking at a principal arterial such as NM 516, it transitions significantly from Aztec to Farmington in terms of the content and the character of it. Developing new typologies and definitions would relate better to these land use contexts. Mr. Delmagori stated that the Pennsylvania DOT (PennDOT) had taken on this concept and it has worked very well for their Complete Streets initiatives.

At the April 3 Advisory Group meeting, the members participated in an exercise to confirm the values that were identified for this area's Complete Streets emphasis. Mr. Delmagori reviewed some of the value statements that were compiled by the Advisory Group at their last meeting. The exercise for the Advisory Group was to write down statements for each of the six identified values (Aesthetics, Connectivity, Economic Vitality, Multi-Modal, Health, and Safety) which would help explain why the values were important to them and to the area. Staff recorded all the statements for each of the values and, based on the individual votes of the members, ranked each of the statements based on its importance to the members. These statements will now become the basis for goals that will support the values.

Mr. Delmagori stated that at the next Advisory Group meeting on May 6, these statements will begin to help develop the goals that will support the six values. Then, using the values and goals, the Advisory Group will begin to outline their vision statement for Complete Streets. Once the vision statement is defined, discussion will focus on land use context and road typologies to develop the Complete Streets design guidelines.

ACTION: The report was received.

11. <u>INFORMATION ITEMS</u>

Subject: Information Items

Prepared by: Joe Delmagori, MPO Planner

Date: April 11, 2013

INFORMATION ITEMS

a. Joint Powers Agreement. The FHWA Review indicated a need to revise the JPA to include MAP-21 requirements. Staff has asked FHWA for assistance with these requirements. The revised JPA will be developed in the next couple of months.

- b. Safe Routes to School Update. MPO Staff conducted student arrival counts at Apache and McKinley on April 9-11. Mesa Verde and Ladera are scheduled for April 23-25. Mesa Verde Elementary had a No Phone Zone ribbon cutting ceremony February 7.
- **c. National APA Conference.** Joe Delmagori attended the National APA Conference on April 13th 17th in Chicago.
- **d.** Transportation Alternatives Program. NMDOT met with the MPOs/RPOs on April 5 to discuss the project selection process and scoring system for eligible TAP projects. An update on the TAP program will be provided at the meeting.
- e. MPO 10 Year Anniversary Open House. The MPO is hosting a public open house on April 30 at 1:30pm at the MPO office to celebrate the 10 year designation of the Farmington MPO.
- f. Other.

DISCUSSION: Mr. Delmagori reported that Staff has been working with FHWA to get their assistance on what they require to be included in the revised JPA.

Staff is assisting the Safe Routes to School coordinator with the spring student arrival counts. Mr. Delmagori also noted that Mesa Verde Elementary just had a ribbon cutting and celebration for their No Phone Zone initiative. Along with Ladera, they are the second school to implement a No Phone Zone.

Mr. Delmagori reported that he attended the National APA Conference in Chicago on April 13-17. He attended several sessions on complete and healthy streets and hopes to reference some of this information for future Complete Streets Advisory Group meetings.

The guidelines are out for the new Transportation Alternatives Program (TAP) and Staff will have an update on this program at the next Policy Committee meeting.

Mr. Delmagori reported that April marks the 10th anniversary of the MPO's official designation. The MPO will be hosting a public open house on April 30 from 1:30 p.m. to 4:00 p.m. at the MPO office to review the work completed and to celebrate the last ten years. Ms. Holton added that an invitation was extended to the Governor as well as the state's congressional delegates.

12. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Mr. Hathaway said that the Complete Streets presentation given by Mr. Wakan to the Leadership San Juan group at their government day training was well received and helped to make people aware of the MPO and its activities.

Mr. Delmagori added that several other presentations have come about as a result of the presentations and word of mouth. The San Juan College Encore Brown Bag group and the college's transit committee have requested Complete Streets presentations and

several of the transit committee members have also asked to be included on the Advisory Group. Mr. Wakan also made a recent Complete Streets presentation to the Civitans and they have asked for updates on Complete Streets and the Advisory Group's progress.

Ms. Holton said that the Complete Streets presentations were begun as a recommendation by the Advisory Group to provide information and education, and to get input from the public in order to build consensus for Complete Streets. Ms. Holton added that these presentations have also provided the opportunity for the public to learn about the MPO and their work in the region.

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

13. <u>BUSINESS FROM THE FLOOR</u>

Mr. Hathaway stated that NMDOT has begun working on the intersection of US 64 and La Plata Highway. He said he thought the project would extend west from the intersection for about two miles. Mr. Delmagori said he could follow up with District 5 to see what the current status is of the project. Ms. Holton added that NMDOT had just informed the City of Farmington about whom the contact person for the project was, what was to be expected during the construction, and to anticipate delays from 7:00 a.m. to 5:00 p.m.

There was no additional business from the floor.

13. ADJOURNMENT

Ms. Sipe made a motion to adjourn the med The meeting was adjourned at 2:37 p.m.	eting. Ms. McCulloch seconded the motion.
Pat Lucero, Chair	June Markle, MPO Administrative Aide