POLICY COMMITTEE AGENDA

Farmington Metropolitan Planning Organization

September 20, 2012
1:30 p.m.

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

AGENDA
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
September 20, 2012 1:30 PM

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

ITEM	**PAGE**
1. Call meeting to order	
2. Approve the minutes from the August 7, 2012 Special Policy Committee meeting.	**15**
3. Consider approving the Intelligent Transportation Systems (ITS) architecture for the Farmington MPO.	**1**
4. Consider approving the Committee Bylaws and Operating Procedures document.	**4**
5. Receive a report from NMDOT a. District 5 *(David Quintana)* b. Planning Division *(Maggie Ryan)*	
6. Receive a presentation on Complete Streets and review the Complete Streets work plan.	**5**
7. Receive a report on the status of federally funded projects in the FY2012-2017 TIP.	**6**
8. Receive a report on the MPO review held on September 5th & 6th 2012	**7**
9. Receive a comparison summary of transit data collected in June and July 2012.	**9**
10. Receive a report on monthly ridership for Red Apple Transit.	**11**
11. Information Items: a. TAZ Boundary Update b. 2012 Traffic Count Locations. c. AMPO Annual Conference. d. Training/MPO Quarterly e. NMAPA Conference f. Other	**14**
12. Business from: a. Chairman b. Members c. Staff	
13. Business from the Floor	
14. 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.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #3

Subject:	ITS Overview
Prepared by:	Joe Delmagori, MPO Planner
Date:	September 12, 2012

BACKGROUND

- Intelligent Transportation Systems (ITS) are communication applications that help manage congestion, improve traveler information, and improve safety.
- ITS applications in the MPO would primarily focus on traffic management and operations, vehicle maintenance, regional traveler and transit information, emergency management, and work zone management.

CURRENT WORK

- The ITS Architecture is the planning tool that describes who is involved with ITS development and what type of ITS applications might be implemented.
- The ITS Architecture is a coordinating program that is flexible and can be updated as necessary.
- MPO staff developed the ITS Architecture in July and August.
- MPO staff met with the Technical Committee members and other local staff individually to give a general overview of the ITS Architecture.
- The Technical Committee recommended approval of the ITS architecture on August 23.

EXAMPLES OF ITS

- Dynamic Message Signs on NM 516, US 550, and US 64.
- Information signs located at the perimeter of the MPO boundary that provide traffic and weather conditions.
- Arterial management and signal optimization on East Main St.
- Bus arrival times and other transit information.

ANTICIPATED WORK

- Seek approval of the ITS Architecture by the MPO Policy Committee.
- Submit the MPO ITS Architecture to NMDOT for inclusion into the statewide architecture.

ATTACHMENTS

- Summary of ITS and the main components of the ITS Architecture.
- The ITS Architecture for the MPO will be presented and reviewed during the Policy Committee meeting on September 20.

RECOMMENDATION

- It is recommended that the Policy Committee approve the Intelligent Transportation Systems (ITS) architecture for the Farmington MPO.

Farmington MPO ITS Overview

Overview

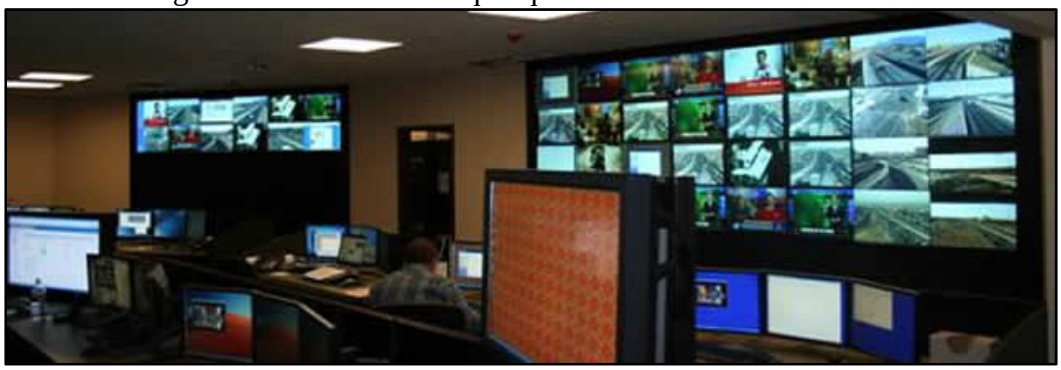
The Intelligent Transportation Systems (ITS) architecture is the program that lists the stakeholders involved, the ITS applications that can be implemented, and how everything is interconnected. The architecture can be viewed as the planning tool that coordinates the development of ITS applications among the MPO, the local entities, local transit systems, and NMDOT. The architecture at this time is developed in a general sense and can be updated as necessary as specific projects are identified and developed.

The Farmington MPO ITS Architecture consists of the following primary ITS categories:

- Traffic Management and Operations
- Vehicle Maintenance
- Regional and Transit Traveler Information
- Emergency Management
- Work Zone Management

Examples of ITS

Traffic Management Center in Albuquerque



Dynamic Message Sign on an Interstate in Florida

The ITS Architecture uses the TurboArchitecture program, which is a series of inter-related tabs that determine stakeholders, ITS elements, roles/responsibilities, and the interconnectivity of all of these items.

TAB NAME	DESCRIPTION	EXAMPLE
Start	Basic name, description, and participating agencies in ITS	
Planning	How ITS can meet objectives identified in the Metropolitan Transportation Plan (MTP)	
Stakeholders	What agencies are involved with ITS development and implementation	Fire and Police Public Works Traffic Engineering
Inventory	Lists the types of ITS applications that will be used by the stakeholders; these applications (elements) are assigned to pre-determined systems within the program	Equipment (field devices) Vehicles (communication devices) Information kiosks
Services	Matches the ITS applications (Inventory tab) to pre-determined categories within the program (service packages)	Dynamic Message Signing service package will be implemented by Farmington and NMDOT traffic operation centers Transit Vehicle Tracking service package will be implemented on Red Apple Transit bus fleet
Ops Concept	Assigns roles and responsibilities to the individual stakeholders who fall under pre-determined areas	Traffic Engineering will manage traffic conditions using field devices and CCTV cameras
Requirements	Connects ITS applications (elements) to pre-determined functions	Road field devices will communicate with traffic management centers and will monitor traffic conditions
Interfaces	A tabular viewing of how ITS applications (elements) and their functions are all interconnected	Field devices will report traffic conditions to a traffic management center
Standards and Agreements	Not applicable at this time, these sections would be completed when an ITS project is identified and implemented	

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #4

Subject:	Committee Bylaws and Operating Procedures
Prepared by:	Joe Delmagori, MPO Planner
Date:	September 12, 2012

BACKGROUND
▪ The Committee Bylaws and Operating Procedures provide the guidance for the Policy and Technical committees. ▪ Descriptions of the Chair and Vice-Chair for each committee, removal and replacement process, and voting procedures are contained within this document. ▪ The Bylaws are formally updated in conjunction with the Joint Powers Agreement every three years. ▪ Both Committees have reviewed the Bylaws. ▪ The 30-day public comment period closed on August 31, 2012 and no public comments were received. ▪ The Technical Committee recommended approval of the Bylaws on August 23.

CURRENT WORK
▪ Final revisions to the Bylaws include clarifying how members are designated to the committees, definitions for Special and Emergency meetings, moving the Policy Committee Election of Officers from April to September, and clarifying the telephone voting procedure.

ATTACHMENTS
▪ The Bylaws were provided to the Policy Committee members and will be available at the meeting.

RECOMMENDATION
▪ It is recommended that the Policy Committee approve the update to the Committee Bylaws and Operating Procedures.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #6

Subject:	Complete Streets Presentation
Prepared by:	Joe Delmagori, MPO Planner
Date:	September 12, 2012

BACKGROUND

- 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.
- Elements of Complete Streets include: wide sidewalks, buffer zones, on-street parking, bike lanes, bus shelters, pedestrian median refuge, and ADA compliance.
- Many cities have implemented Complete Streets policies to be used when designing new roads or retrofitting existing corridors.
- A presentation by Julie Luna with the Mid-Region Council of Governments that summarizes their work relating to a Complete Street policy was given to the Technical Committee on July 26.

CURRENT WORK

- Staff is collecting information on Complete Streets resolutions and policies from other MPOs and cities.
- Staff is developing a work plan that outlines activities relating to Complete Streets.
- Staff anticipates three primary steps: developing a Complete Streets resolution, policy statement, and design guidelines.
- Staff is preparing to develop an advisory group that would assist with the Complete Streets process.
- A presentation on Complete Streets and the work plan will be provided at the Policy Committee meeting on September 20.

BENEFITS OF COMPLETE STREETS

- Better accessibility for various modes.
- Increased safety through slower vehicle speeds and more pedestrian and bicycle amenities.
- Reduction in crashes and fatalities.
- Reduced transportation costs.
- Opportunities for economic growth and activity.

ANTICIPATED WORK

- Develop a Complete Streets resolution, policy statement, and design guidelines for the Farmington MPO.

RECOMMENDATION

- It is recommended that the Policy Committee receive a presentation on Complete Streets and review the Complete Streets work plan.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #7

Subject:	Status of TIP Projects
Prepared by:	Joe Delmagori, MPO Planner
Date:	September 11, 2012

BACKGROUND
▪ The STIP Protocols, finalized in January 2012, indicate that a status report on projects in the current TIP will be provided twice a year. ▪ The status report is given during the TIP update cycle and again in August or September. ▪ Reviewing the status of projects is an opportunity to review project details, programmed amounts, and any potential situations that may affect funding.

CURRENT WORK
▪ Staff will present the list of current TIP/STIP projects that are receiving federal funding during the Policy Committee meeting on September 20. ▪ Staff will also review the amendments and adjustments that occurred during FY2012.

ATTACHMENTS
▪ The TIP project list and the amendments/adjustments will be provided at the meeting.

RECOMMENDATION
▪ It is recommended that the Policy Committee receive a report on the status of federally funded projects in the FY2012-2017 TIP.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #8

Subject:	MPO Review by FHWA
Prepared by:	Joe Delmagori, MPO Planner
Date:	September 11, 2012

BACKGROUND

- On September 5-6, the FHWA New Mexico Division conducted a review of the Farmington MPO.
- The purpose of the review was to better understand how the transportation planning process is being carried out by the MPO and its staff.
- The review team looked at the major MPO documents, MPO transit activities, and the public participation process for compliance with federal requirements.
- The MPO budget and other financials were also reviewed.

CURRENT WORK

- The review consisted of hour long sessions that reviewed the multiple planning activities conducted by the MPO.
- During the review, staff answered questions about the various planning documents, transit activities, and public participation practices.
- For each session, the review team identified the appropriate planning efforts being done as well as areas for improvement.
- Several Technical and Policy Committee members attended the review and met the team members.

ATTACHMENTS

- A summary of the commendations, recommendations, and corrective actions that were identified by the FHWA review team.

ANTICIPATED WORK

- A full report describing the commendations, recommendations, and corrective actions is expected to be completed by the FHWA review team in 60 days.
- Develop a Title VI plan.
- Develop a time tracking system for staff within the City of Farmington payroll system.
- Complete other recommendations as noted in the final report.

RECOMMENDATION

- It is recommended that the Policy Committee receive a report on the FHWA review of the Farmington MPO.

MPO Review by FHWA
September 5-6, 2012

Commendations:

- The high level of engagement of the Policy & Technical Committees members in the planning process
- The amount and level of innovation of the work products produced by staff in-house
- The high level of public outreach utilizing events
- Good record keeping & tracking of expenditures
- Good check & balance system (requirement for 3 signatures) in place for payroll

Recommendations:

- Need for the NMDOT/District to participate face-to-face & communicate on projects with the Policy Committee
- Need to become involved with NMDOT in the development of their revised process/procedures
- Noticing/Advertising of issues/meetings to minority populations needs to follow Title VI procedures and be available in other languages
- Need to list CFDA numbers in financial statements

Corrective Actions:

- Development of a Title VI Plan
- Standardize TIP information with STIP
- Labor distribution - Charge specific time spent on projects to specific funding (PL and 5303 funds and non-reimbursable time) in ExecuTime

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #9

Subject:	Transit Data Collection June-July
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	September 12, 2012

BACKGROUND or PREVIOUS WORK

- MPO interns are collecting ridership, transfer and survey data from June-September 2012.
- Boarding and alightments are collected at each stop by route.
- The Farmington routes data is collected during two-hour increments in the AM, Mid-Day and PM hours.
- The Regional routes data is collected during all three daily runs.

DATA COLLECTION SUMMARY

- Blue route is the most popular route, due in part to the fact that it provides a direct connection between Orchard Plaza and the Civic Center.
- The Green Route also does well since many of its stops were maintained after the route change.
- Kirtland is the most popular regional route, due in part to more stops and a connection at the Civic Center.
- Ridership numbers collected in July are higher than June, which is reflective of the overall ridership increase between the two months

ANTICIPATED WORK

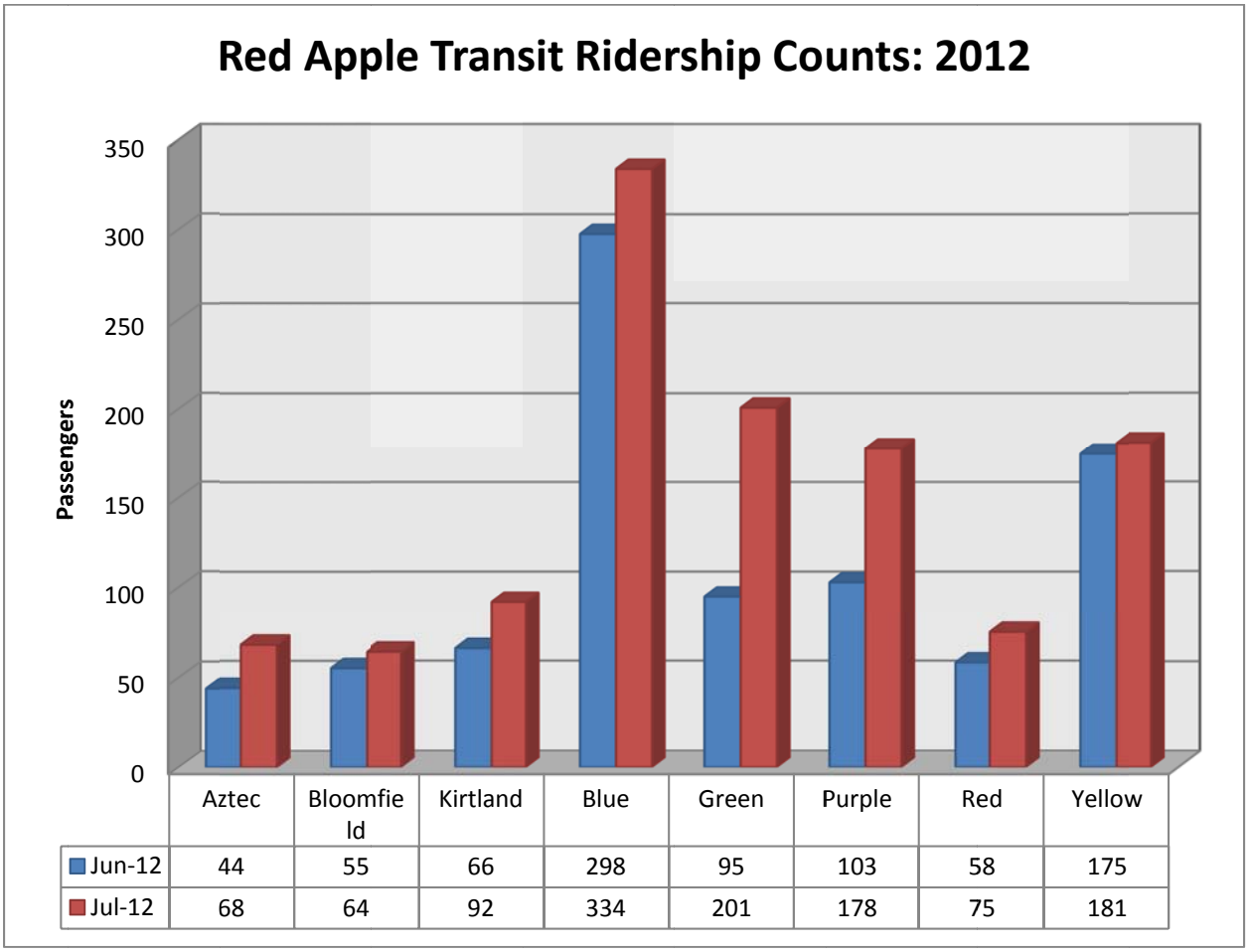
- Assist Red Apple Transit and the City of Farmington with data collection and route modifications as needed.
- Interns will continue to collect data through September and for the first half of October so that a full four months of data are collected.
- MPO staff will tabulate monthly totals as data is collected.

ATTACHMENT

- Ridership comparisons for the months of June and July 2012 from data collected by the interns.
- Summary of Survey and Passenger Counts at Transfer Stops will be provided at the meeting.

RECOMMENDATION

- It is recommended that the Policy Committee receive a report on the summary of transit data collected in June and July of 2012.



	Days Counted June	Days Counted July
Aztec	6	5
Bloomfield	4	5
Kirtland	4	5
Blue	5	5
Green	4	6
Purple	4	5
Red	4	3
Yellow	6	5

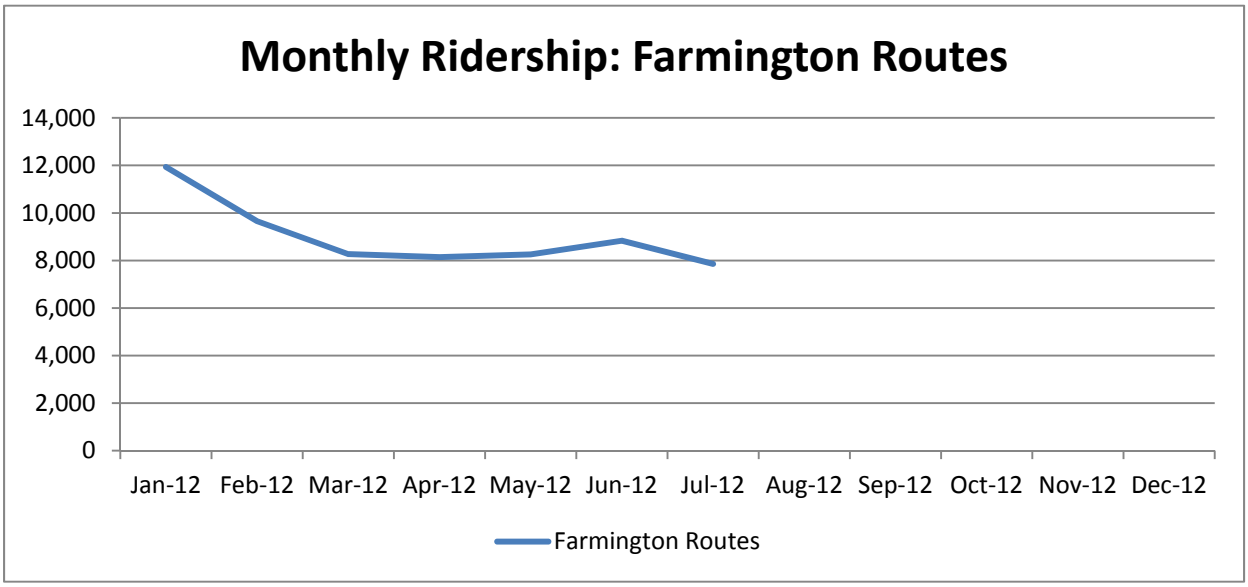
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #10

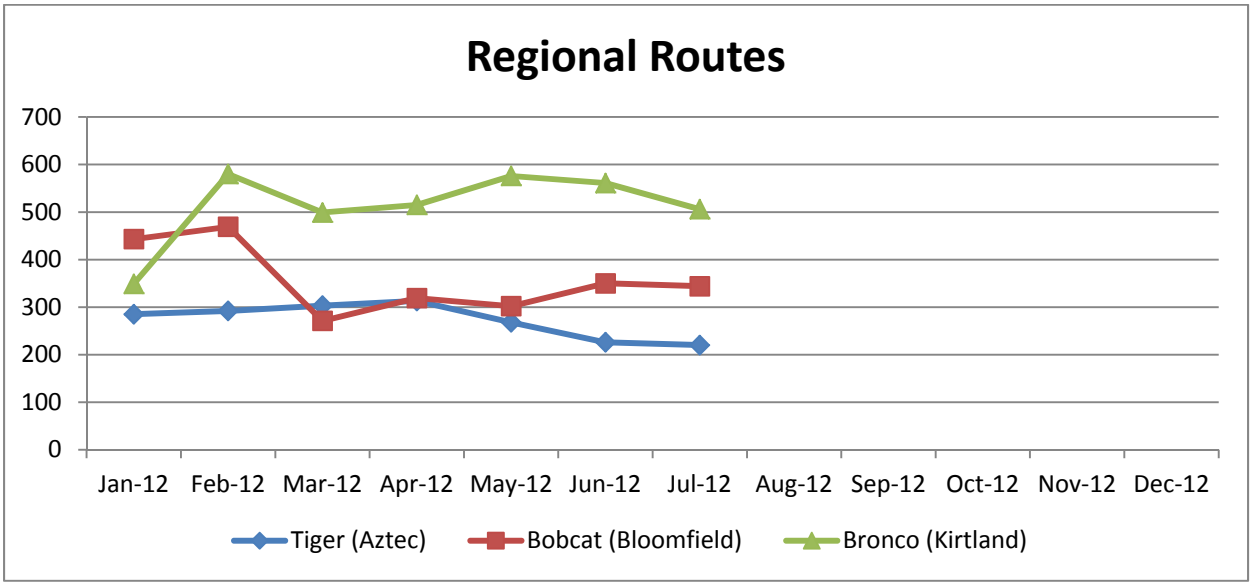
Subject:	Red Apple Transit
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	September 12, 2012

RED APPLE REPORT
▪ The new routes with additional stops and new timetables all went into effect on February 6, 2012. ▪ Ridership in 2012 through the first six months was 61,994; in 2011 ridership was 72,221 during the same period, which is a 14% decrease. ▪ From April through June, there has been a slight increase in Farmington ridership numbers. ▪ Aztec saw its highest monthly ridership in April but has decreased in May and June. ▪ Bloomfield ridership continues to rebound after its lowest total in March. ▪ Kirtland has seen an increase in ridership since the route was revised in February.

ATTACHMENT
▪ Monthly ridership statistics for Red Apple Transit from January to July.

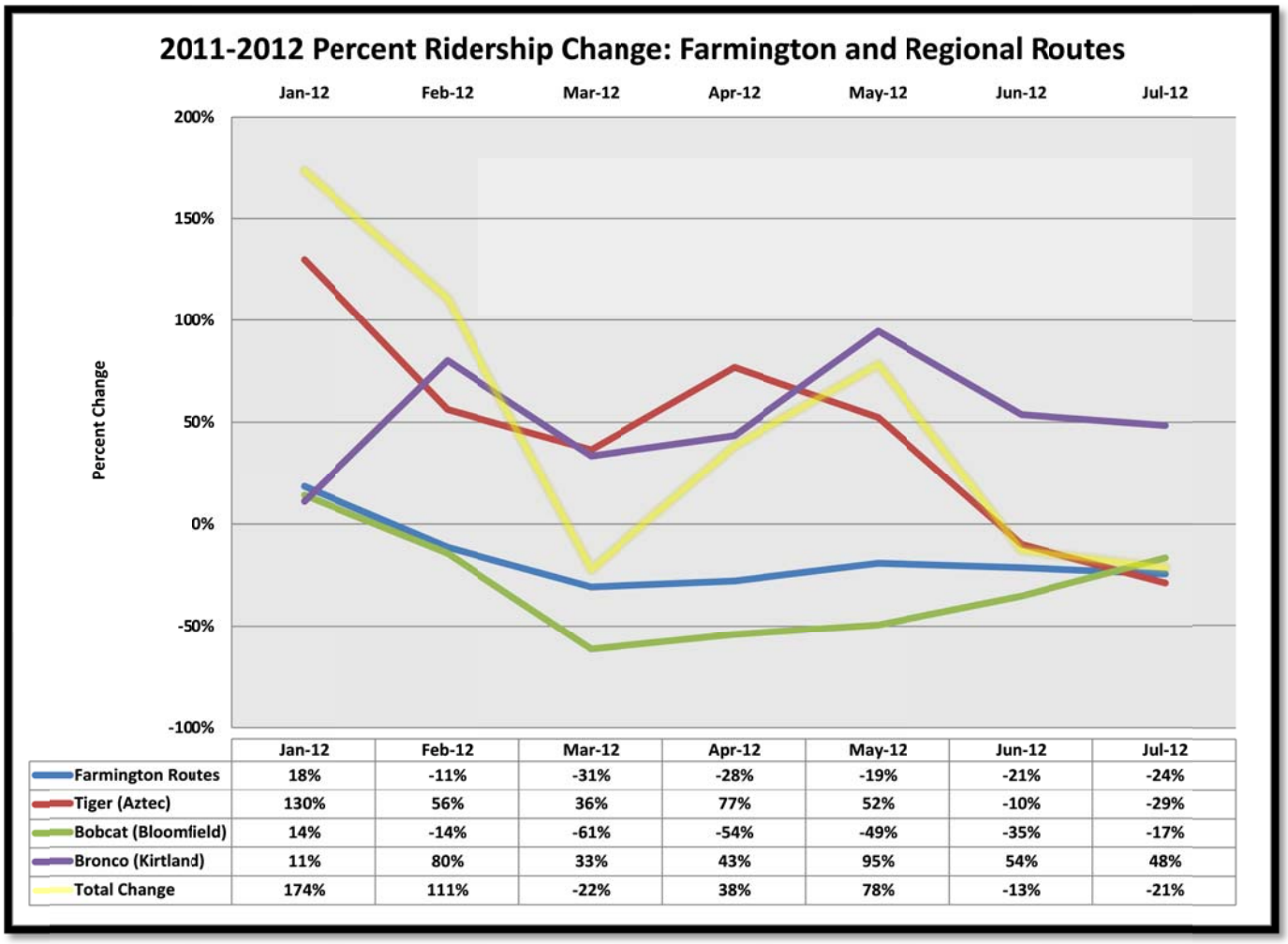
RECOMMENDATION
▪ It is recommended that the Policy Committee receive a report on monthly ridership for the Red Apple Transit.





Monthly Ridership Numbers 2012

	January	February	March	April	May	June	July
Farmington Routes	11,934	9,653	8,266	8,137	8,250	8,833	7,855
Tiger (Aztec)	285	292	303	313	268	226	220
Bobcat (Bloomfield)	443	469	271	319	302	350	344
Bronco (Kirtland)	349	580	499	515	576	556	506
Total	13,011	10,994	9,339	9,284	9,396	9,970	8,925



	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12
Farmington Routes	18%	-11%	-31%	-28%	-19%	-21%	-24%
Tiger (Aztec)	130%	56%	36%	77%	52%	-10%	-29%
Bobcat (Bloomfield)	14%	-14%	-61%	-54%	-49%	-35%	-17%
Bronco (Kirtland)	11%	80%	33%	43%	95%	54%	48%
Total Change	174%	111%	-22%	38%	78%	-13%	-21%

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #11

Subject:	Information Items
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	September 12, 2012

INFORMATION ITEMS

a. **TAZ Boundary Alignments.** Staff is working on boundary alignment changes to current Traffic Analysis Zones (TAZs) to be implemented in the traffic model.

b. **2012 Traffic Count Locations.** Staff is finalizing a schedule with TRA consultants to conduct traffic counts at 88 locations throughout the MPO boundary in late September to early October.

c. **AMPO Annual Conference.** Joe Delmagori attended the annual MPO conference in Saratoga Springs, NY on September 10-14.

d. **Training/MPO Quarterly.** MPO Staff will be attending training sessions on project development and the Census in Albuquerque on September 25; staff will also attend the next MPO Quarterly in Santa Fe on September 26.

e. **NMAPA Conference.** Duane Wakan will be attending the statewide planning conference in Rio Rancho on October 8-10.

f. **Other.**

M I N U T E S
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
SPECIAL POLICY COMMITTEE MEETING
AUGUST 7, 2012

Policy Members Present:	Sherri Sipe, City of Aztec Dan Darnell, City of Farmington Gayla McCulloch, City of Farmington Dr. Jim Henderson, San Juan County
Policy Members Absent:	Pat Lucero, City of Bloomfield
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:	David Quintana, NMDOT District 5, via telephone Larry Hathaway, San Juan County Nica Westerling, City of Farmington Joanne Hammes, Citizen

1. CALL TO ORDER

Dr. Jim Henderson called the meeting to order at 1:37 p.m.

2. APPROVE THE MINUTES FROM THE JUNE 21, 2012 POLICY COMMITTEE MEETING

Ms. Sipe made a motion to approve the minutes from the June 21, 2012 Policy Committee meeting. Ms. McCulloch seconded the motion. The motion passed unanimously.

3. CONSIDER APPROVAL OF AMENDMENT #5 TO THE FY2012-2017 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AND AMENDMENT #3 TO THE FY2013-2018 TIP

Subject:	FY2012-2017 TIP Amendment #5
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	July 30, 2012

BACKGROUND
▪ On July 1, 2012 the Farmington MPO advertised Amendment #5 to the FY2012-FY2017 Transportation Improvement Program and Amendment #3 to the FY2013-2018 TIP. ▪ Because the project change occurs in FY2013 and the projects are included in both TIPs, amendments to each TIP need to be made. ▪ The amendment revises one project as described in the attached notice. ▪ A public hearing on Amendment #5 and Amendment #3 was held on July 26. ▪ The Technical Committee recommended approval on July 26.

CURRENT WORK
▪ The MPO held a 30-day public comment period from July 1, 2012 to August 1, 2012. ▪ No public comments have been received.

RECOMMENDATION
▪ It is recommended that the Policy Committee approve Amendment #5 to the FY2012-2017 TIP and Amendment #3 to the FY2013-2018 TIP and the Self-Certification for these amendments.

DISCUSSION: Mr. Wakan stated the City of Farmington had requested an Amendment to the FY2012-2017 Transportation Improvement Program (TIP) and the FY2013-2018 TIP to revise the Pinon Hills sidewalk project to also include pedestrian facilities on Farmington Ave and to divide the $600,000 in Transportation Enhancement funding between the two projects with $435,000 going to Pinon Hills Blvd and $165,000 going to Farmington Ave. Because the project change occurs in FY2013 and the projects are included in both TIPs, an amendment to each TIP was needed.

Mr. Wakan reported that the 30-day public comment period was held from July 1 to August 1, 2012. Also, a public hearing was held at the Technical Committee meeting on July 26, 2012 with no public comments received. The Technical Committee recommended approval on July 26.

Ms. McCulloch asked who had requested this change. Ms. Westerling said the Public Works Department at the City had requested the change. Ms. Westerling said sidewalks were going to be added to both sides of Farmington Avenue. She noted that just north of the library the fencing around that private property would need to be moved in order to get the needed five feet for the sidewalk. Ms. Westerling stated that the City of Farmington will bear the cost of moving and reinstalling the fence.

Ms. Holton asked if any public comments had been received during the public comment period. Mr. Wakan stated there had been no public comments.

ACTION: Ms. Sipe moved to approve Amendment #5 to the FY2012-2017 TIP and Amendment #3 to the FY2013-2018 TIP. Mr. Darnell seconded the motion. The motion was passed unanimously.

4. CONSIDER APPROVAL OF THE RENEWAL OF THE JOINT POWERS AGREEMENT (JPA)

Subject:	Renewal of the Joint Powers Agreement
Prepared by:	Joe Delmagori, MPO Planner
Date:	July 31, 2012

BACKGROUND or PREVIOUS WORK
▪ The cities of Aztec, Bloomfield, and Farmington, and San Juan County participate in the Metropolitan Planning Organization through the Joint Powers Agreement (JPA). ▪ The JPA is set to expire on September 30, 2012. ▪ The JPA explains the responsibilities of the City of Farmington as the fiscal agent and the functions and organizational structure of the Policy and Technical Committees. ▪ It describes the roles and work products required of the MPO. ▪ The JPA was reviewed with both Committees in June. ▪ The Technical Committee recommended approval of the JPA at their July 26 meeting.

CURRENT WORK
▪ Staff has identified and proposed only minor revisions to the JPA. ▪ No additional changes from the entities have been brought to the attention of staff. ▪ The JPA will go into effect from October 2012 to September 2015.

RECOMMENDATION
▪ It is recommended that the Policy Committee approve the renewal of the Joint Powers Agreement.

DISCUSSION: Mr. Delmagori explained that the Joint Powers Agreement (JPA) is the document that brings together the MPO, San Juan County, and the cities of Aztec, Bloomfield, and Farmington. The JPA outlines the roles and responsibilities of the MPO as well as the Committees and Staff and provides the financial information on how the MPO is funded.

Mr. Delmagori said there have been no significant changes since the document was last reviewed in June. He noted that the population numbers shown on Page 7 were updated based on the 2010 Census population figures. These are the official population numbers for each city and, using GIS and Census block information, Staff was able to estimate the population for the portion of San Juan County that falls within the MPO boundary. Additionally some language on the livability principles was updated. Mr. Delmagori stated the JPA would be in effect from October 1, 2012 to September 30, 2015.

Upon anticipated approval, Mr. Delmagori stated that the document would be presented to each of the local entity governments. He expects to obtain all the required signatures over the next several weeks and will then send it to the Secretary of the Department of Finance and Administration by the September 30, 2012 expiration of the current JPA.

ACTION: Ms. McCulloch moved to approve the renewal of the Joint Powers Agreement. Mr. Darnell seconded the motion. The motion was passed unanimously.

5. CONSIDER APPROVAL OF THE AMENDMENT TO THE MPO MAJOR THOROUGHFARE PLAN TO REFLECT REVISIONS MADE TO THE CITY OF FARMINGTON MAJOR THOROUGHFARE PLAN

Subject:	MPO Major T-Plan
Prepared by:	Joe Delmagori, MPO Planner
Date:	July 30, 2012

BACKGROUND
▪ The MPO last revised the regional Major Thoroughfare Plan in July 2011. ▪ The purpose of the regional Major T-Plan is to identify current road classifications, proposed classification changes, and proposed new road corridors. ▪ The MPO Major T-Plan provides the local entities with a regional planning tool. ▪ Farmington City Council took action in May and June that amended the Farmington Major Thoroughfare Plan. ▪ The Technical Committee recommended approval of the amendment on July 26.

CURRENT WORK
▪ As outlined in the MPO Major T-Plan Policy and Procedures document, the City of Farmington has requested that the MPO amend its Major T-Plan to reflect the changes made to the Farmington plan. ▪ A few revisions are located in the Northeast Farmington area. ▪ Several revisions include classification changes to other roads in the city.

RECOMMENDATION
▪ It is recommended that the Policy Committee approve the amendment to the MPO Major Thoroughfare Plan to reflect revisions made to the City of Farmington Major Thoroughfare Plan.

DISCUSSION: Mr. Delmagori reviewed several maps and presented a timeline of the development of the MPO Major Thoroughfare Plan which highlighted the dates when actions were taken by the Policy Committee on the MPO Major T-Plan.

Mr. Delmagori stated that with the recent amendment to the City's Major Thoroughfare Plan and with approval of the MPO's Policy and Procedures document a few months

back, these changes are being brought to the regional level to coordinate the MPO's Major Thoroughfare Plan with the City plan.

Mr. Delmagori stated that the MPO now needs to get the regional thoroughfare plan to match the City of Farmington plan. He explained each of the proposed revisions as listed below:

Map #	Road Name	Termini	DESCRIPTION
1	Hood Mesa Trail	Foothills to East Road	Currently shown as a proposed Collector but alignment needs to be revised to match what was approved by the City of Farmington
2	Marseille Blvd	Current End of Road to Lakewood	Add as a proposed Collector
3	Glade Road	Pinon Hills Blvd to the North	Was removed from MPO Major T-Plan; Add as Collector; Farmington has noted it will remain as a dirt road
4	Herrera	Cliffside to East Main St	Add as a proposed Collector
5	Herrera	East Main St to English	Add as a Collector
6	Malta	US 64 to Southside River Road	Add as a Collector
7	Unnamed Road	North of Four Corners Airport to Pinon Hills Blvd	Add as a proposed Collector
8	Spine Road	NM 170 to Pinon Hills Blvd	Add as a proposed Collector
9	Piedras St	Current End of Road to NM 170	Add as a proposed Collector

Mr. Delmagori also stated that an administrative modification is needed to the MPO Major Thoroughfare Plan to correctly label Wall from Main St to Apache as a Minor Arterial. It is currently shown as a Collector.

ACTION: Mr. Darnell moved to approve the amendment to the MPO Major Thoroughfare Plan to reflect revisions made to the City of Farmington Major Thoroughfare Plan. Ms. Sipe seconded the motion. The motion was passed unanimously.

6. <u>RECEIVE A REPORT FROM NMDOT</u>

Mr. David Quintana reported on the following projects via telephone:

County Road 7500 (CNF100040) – an agreement for the preliminary engineering is in place for FY2013.

East Arterial (F100090) – an agreement was received by Mr. Quintana. Transportation Community and System Preservation (TCSP) funding will need to be moved from FY2012 to FY2013. Mr. Quintana said a TIP amendment was needed, but Mr. Delmagori indicated that since the project will remain within the first four years of the TIP and there

are no significant changes to the project, Staff is working with the City of Aztec to finalize a TIP modification letter. Mr. Delmagori said he would have that letter to NMDOT by the end of the week.

East Pinon Hills Blvd. (F100100) – this project has received some funding in the current fiscal year, but the project is to be done in phases. Mr. Quintana reported that the first phase will be the required road grading. The engineering estimate is for $3,500,000 and the project agreement is for only $1,000,000. This current funding will be used for the road grading and the bridge project will be funded in subsequent years. Mr. Darnell asked if the grading would extend from East Main to the river and, if so, would this project also include building up the ramp. Mr. Quintana said the project design has been completed and phase one is for the initial excavation from NM 516 to Hubbard. The second phase of the project (F100150) is for $3,000,000 and is to reconstruct Pinon Hills Blvd. from Foothills Drive to the intersection of NM 516. The project is scheduled to go to bid in October 2014 and be completed by September 2016.

Mr. Darnell commented that he had numerous questions that needed to be addressed at the local level. He said there were questions regarding the connection to Hubbard as well as the Rancho De Animas and park areas. He asked that if these two intersections were not connected, could project funding be used to go further toward the river. Mr. Quintana said he thought it could be done, but would need a TIP amendment to change the scope of work.

NM 371 – NMDOT is doing a project priority study of the entire corridor (from MP 0 to MP 106) which will identify critical needs and possibly lead to programming funding for future projects on this corridor. Mr. Quintana noted in particular the concrete paving entering Farmington and the intersection of NM 371 and Navajo 36. The project is expected to be executed in approximately three months.

NM 516/Light Plant Road – the plans for this project are ready pending right-of-way which should be completed by the end of August. The project is expected to let in November and construction would begin by April 2013 at the latest.

US 64 Phase 3 (F100111) – there are right-of-way issues pending. NMDOT is working on a design contract for the final design and they expect to go out to bid in December with construction starting in early 2013.

Mr. Quintana stated that he or perhaps a representative from the Federal Highway Administration could speak on some of the MAP-21 details at the next Policy Committee meeting. Mr. Delmagori said that the MPO would appreciate learning more about MAP-21 and would include this discussion on the next Policy Committee agenda.

Mr. Delmagori said that the Planning Liaison, Maggie Ryan, was unable to attend the meeting but reported that the Planning Division is working with FHWA on their annual work program and working to resolve issues with the work authorizations for the MPO PL funding.

7. RECEIVE A PRESENTATION ON BEFORE AND AFTER CASE STUDIES FOR ROUNDABOUTS AND ROAD DIETS

Subject:	Before and After Studies
Prepared by:	Joe Delmagori, MPO Planner
Date:	July 30, 2012

BACKGROUND
▪ During the presentation to recap the Walkability Workshop at the June 21 Policy Committee meeting, Councilor Darnell inquired about how roundabouts and lane reductions through road diets can maintain traffic volumes and capacity. ▪ Staff offered to research before and after studies that have looked into these situations. ▪ Roundabouts and road diets have the additional benefit of improving safety for pedestrians and bicyclists. ▪ Roundabouts and road diets are excellent methods to achieve walkability as was learned during the Walkable Communities Workshop.

CURRENT WORK
▪ Staff will give presentations that summarize a roundabout case study in Stillwater, TX and a road diet case study in Seattle, WA. ▪ Staff is also working to obtain information from a roundabout study conducted in St. George, UT. ▪ The Stillwater case study report provides data that the roundabout has been able to increase volume at the intersection while reducing delay. ▪ The Seattle case study provides information on reducing speed, reducing collisions, improving safety, and maintaining the road's capacity.

RECOMMENDATION
▪ It is recommended that the Policy Committee receive a presentation on Before and After case studies for roundabouts and road diets.

DISCUSSION: Mr. Delmagori reported that at the June Policy Committee Meeting, Staff had given a recap of the walkability workshop and Councilor Dan Darnell had asked how roundabouts and road diets can maintain road capacity, potentially increase traffic through the corridor, and improve safety. Staff researched this issue and presented findings from before-and-after case studies from two cities that had previously completed this type of work.

Seattle, Washington – Road Diet

The City of Seattle wanted to improve safety, increase mobility and complete another segment of their bike/pedestrian network. Seattle completed a study of Stone Way that showed reducing travel lanes from four lanes down to two with a two-way left turn lane

could maintain capacity and reduce speeds. There was also improvement to safety performance and increased bicycle/pedestrian use.

Stone Way had a posted speed of 30 mph and had 13,000 vehicles per day. As a four-lane road, 150 vehicles per day drove at 40 mph or more; as a two-lane road, that dropped to 25 vehicles per day driving at 40 mph or more. The number of vehicles exceeding the speed limit by 10 mph or more dropped by 75%.

The traffic volume throughout the corridor decreased approximately 6% with part of the corridor seeing a drop of 15%. Seattle collected crash data for 28 months before and after the road diet which showed that overall collisions declined by 14% and crashes involving pedestrians declined significantly. Mr. Delmagori also showed some data on other Seattle road diet areas that showed substantial increases in the Average Daily Traffic (ADT) volume yet collision reductions from 28% to 61%.

Mr. Darnell asked if the traffic speeds in these comparisons were known. Mr. Delmagori said that unfortunately the survey did not detail the speeds. Mr. Darnell commented that the consultant used when the City of Farmington was considering changes to Dustin Avenue said that the speed people feel comfortable driving is what the speed limit should be. Mr. Darnell noted that when speaking of road diets, making drivers feel comfortable traveling at a lower speed is important. Ms. Holton added that the traffic calming done on Dustin with the addition of the park and parkway, is exactly what a road diet is about. It entails providing visual cues to drivers to slow down. Mr. Delmagori commented also that each feature must fit into a specific situation and that certain conditions must be met and applied before road diets will work.

Continuing with the Stone Way study, Mr. Delmagori said that part of the reason road diets work is that there is one less lane to contend with when making driving decisions. With one lane, there is a lead car that sets the pace and dictates what the speeds are going to be and other motorists cannot get around the lead car. In a FHWA report, they stated that the left turn lane separates turning traffic and removes it from the through lanes which results in reduced queuing and better efficiency of travel lanes.

Mr. Delmagori reported that other studies have shown that traffic volumes can still be maintained and, in some cases, the volume has been shown to increase after a road diet. Road diets improve pedestrian safety by having fewer lanes to cross, reducing multiple lane conflicts (vehicle in one lane stops for a pedestrian but a vehicle in adjacent lane does not), allowing for a pedestrian median refuge to be built, and on-street parking provides a sidewalk buffer and enables pedestrian bulb-outs to be built.

Mr. Darnell asked how to specifically address the issues with Bloomfield Highway since the current construction is taking the area away from road diet concepts and is going in the opposite direction by significantly increasing the number of traffic lanes. He added that there had been discussions and plans in the past to make NM 516 into a mega-highway to Aztec. He wondered if there was a way to bring these two worlds together. Ms. Holton commented that this issue was discussed at the MPO Quarterly Meeting and NMDOT was on board with these ideas. They suggested that the MPOs include road diet planning and design concepts in their TIPs to detail the type of design that is desired on a particular stretch of roadway. Mr. Darnell agreed that this made sense so that NMDOT was made aware of what the local entities wanted in terms of design. Mr. Darnell asked what a road diet design could look like for US 64. Ms. Holton said these

concepts need to begin small and must build consensus which can then lead to the development of a pilot project. She suggested that each entity select one street in their jurisdiction and focus on that roadway as a small pilot project. These concepts cannot be started at a highway level, but need to begin with each agency determining what they want for their community.

Mr. Delmagori said that the Complete Streets topic to be discussed later in the meeting will help build understanding of these concepts and also address how to begin developing the design guidelines. In the early stages of a corridor design or retrofit, an entity begins thinking and planning on what they want that corridor to look like. They know the plan they want to take to make a functioning roadway that accommodates bicyclists and walkers and is not a super-highway. Mr. Delmagori said that in the coming months, Staff would be working on a Complete Streets policy in conjunction with MPO committees, local staff, and other stakeholders and would have a report for the next Policy Committee meeting.

Mr. Delmagori continued with the presentation on the use of roundabouts.

<u>South Lake, Texas - Roundabout Case Study</u>
In the South Lake, Texas roundabout study, Mr. Delmagori commented that roundabouts can improve volumes at an intersection and also reduce delays. South Lake, Texas found they had significant delay issues at a major intersection. Motorists were using a nearby neighborhood as a cut-through to avoid the delay at the intersection. The intersection had an all-way stop, was operating at a Level of Service (LOS) E and F which Mr. Delmagori noted was the worst service level possible, and the roadway handled 8,900 vehicles per day.

South Lake compared three options to improve the intersection and reduce cut-throughs:

<u>Option #1 - Add an Eastbound turn lane</u>
This option was to add a turn lane to alleviate some of the queue that built up at the intersection. Analysis showed the turn lane improved the level of service from E/F to C/D on some of the legs, but it did not increase the intersection volume nor enable improvements to the entire intersection.

<u>Option #2 – Install a traffic signal</u>
This option was to install a traffic signal to improve the entire intersection. Analysis indicated it would result in an improved level of service to B/C, and although it reduced delays at the intersection, there was no improvement to through volumes.

<u>Option #3 – Install a roundabout</u>
This was the option that South Lake chose. They installed a modern roundabout to reduce delay and increase through volumes. They collected volume and delay data for approximately one year, before and after the roundabout was installed. They found that entering volumes increased by 30% in the AM peak and by 75% in the PM peak. Delay decreased by 88% in the AM peak and by 76% in the PM peak.

Some of the other statistics recorded by the study before and after the installation of the roundabout were:

	Before	After	Change
Intersection Entering Volumes (vehicles/hour)	1296	1686	+30%
AM Intersection Delay (seconds/vehicle) PM Intersection Delay (seconds/vehicle)	123.7 56.9	14.4 13.9	-88% -76%
AM Approach Delay (seconds/vehicle) PM Approach Delay (seconds/vehicle)	317.0 118.4	15.7 13.0	-95% -89%
Maximum # of Vehicles in Queue in AM Maximum # of Vehicles in Queue in PM	64 41	15 10	-77% -76%

Mr. Delmagori also reported on some of the costs associated with South Lake's decision to construct a roundabout. The roundabout cost was over $121,000 while the traffic signal cost $100,000. The roundabout is more costly up front, yet it does not require annual operation and maintenance that a signal does.

Mr. Darnell commented on the importance of the safety aspects of a roundabout especially in light of recent serious traffic crashes in San Juan County. He added that one crash could potentially have been avoided or the severity decreased if a roundabout had been in place at that intersection. He believed the money saved from a reduction in crashes would certainly offset the higher costs of constructing a roundabout.

Mr. Delmagori continued with the presentation and added that the addition of a roundabout can improve walkability primarily because it reduces the conflict points from 32 found in a tradition four-way stop intersection to 8 because of the elimination of much of the turn movements. A roundabout allows the pedestrian to negotiate with traffic in one direction at a time, requires lower approach speeds for vehicles, and vehicles are required to yield which improves traffic flow.

Mr. Delmagori reported on a crash study by the National Cooperation Highway Research Program (NCHRP) which shows that with the installation of roundabouts in all types of settings (urban, suburban, rural), there will be a reduction in potential crashes from 35%-80%. Roundabouts have proved to be very effective in improving safety.

Through other research, Staff identified some additional improvements relating to roundabouts:

- Operational savings between $5,000-$10,000 per year since there are no electric costs
- 25-year average life for a roundabout; signals have about 10-20 years
- Minimal idling with roundabouts reduces emissions and fuel consumption by about 30%
- Reduction in delay by 56%-89%

Mr. Darnell asked where the natural break occurs for left-hand traffic movement when the roundabout creates a continuous, steady flow of traffic. Ms. Holton noted that the natural break occurs as drivers turn off the roadway prior to entering the roundabout. Ms. Sipe added that UNM Hospital in Albuquerque has a roundabout and how easily traffic moves through it even with bicyclists. Mr. Darnell said he thought the intersection of Sunset and 30th Street would be good for a roundabout. Ms. McCulloch commented that the space required to install a roundabout is an issue especially when trying to retrofit an

existing intersection with a roundabout. She added that the use of roundabouts when constructing new roadways was a good option.

ACTION: The presentation was received.

8. RECEIVE A REPORT ON THE NEW TRANSPORTATION REAUTHORIZATION BILL, MOVING AHEAD FOR PROGRESS IN THE 21ST CENTURY (MAP-21)

Subject:	Transportation Reauthorization
Prepared by:	Joe Delmagori, MPO Planner
Date:	July 31, 2012

BACKGROUND
▪ MAP-21 was signed into law on July 6. ▪ MAP-21 is a two year bill that provides $109 billion in FY2013 and FY2014. ▪ The core programs are retained. ▪ The principal requirements of MPOs are maintained while the most significant new requirement is incorporating performance measures into the planning process.

CURRENT WORK
▪ AMPO has issued a presentation and summary of MAP-21. ▪ FHWA has developed a MAP-21 website that highlights the bill and provides information on funding levels.

RECOMMENDATION
▪ It is recommended that the Policy Committee receive a report on the new transportation bill MAP-21.

DISCUSSION: Mr. Delmagori stated the new two-year transportation reauthorization bill MAP-21 will go into effect in October. Page 9 of the meeting agenda shows the funding levels of the new bill:

Funding Levels

- Nearly $22 billion per FY for National Highway System
- Over $10 billion per FY for Surface Transportation Program
- Over $2 billion per FY for Highway Safety Improvement Program
- Over $2 billion per FY for Congestion Mitigation and Air Quality Program
- Over $800 million per FY for Transportation Alternatives (combination of Transportation Enhancements, Safe Routes to School, and Recreation Trails Program)

Mr. Delmagori reported that the new law is generally similar to the current law and keeps the threshold at 50,000 population for new MPOs and the tier system discussed in earlier proposed bills was not implemented.

MAP-21 does establish performance measures and outcome-based programs. Mr. Delmagori noted that Page 10 of the agenda outlines the national performance goals for Federal highway programs. No specifics have yet been determined. Each long-range plan and TIP will be required to include these performance measures.

Mr. Delmagori said that MAP-21 gives the State of New Mexico more flexibility to distribute money in other more rural locations and not only in the metropolitan areas.

A new program called Transportation Alternatives combines together the previous programs of Transportation Enhancements, Safe Routes to School, and Recreation Trails. Mr. Delmagori said these projects are still eligible for funding, but they will no longer have a dedicated funding source. MAP-21 also allows for states to opt out of these programs and it is hoped that New Mexico will not make that choice.

Mr. Delmagori reported that more information can be found on the FHWA site on MAP-21 --- http://www.fhwa.dot.gov/map21/.

Dr. Henderson had to leave the meeting and Mr. Darnell continued as Chair.

ACTION: The report was received.

9. <u>RED APPLE TRANSIT</u>

Subject:	Red Apple Transit
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	July 30, 2012

BACKGROUND or PREVIOUS WORK
▪ The new routes with additional stops and new timetables all went into effect on February 6, 2012. ▪ Ridership in 2012 through the first four months was 42,628; in 2011 ridership was 48,576 during the same period, which is a 12% decrease. ▪ A public meeting was held on July 12th to gather feedback on the new routes and to outline potential changes to the routes and timetables. ▪ The MPO interns continue to collect passenger data from the routes.

CURRENT WORK
▪ Public comments from July 12th meeting were organized and summarized. ▪ The MPO completed tabulated reports (boarding and alightments) for the month

of June. Subsequent data will be tabulated on a monthly basis. ▪ MPO staff is assisting with modifications to transit maps to include the route timetables for easier reference.

RECOMMENDATION
▪ It is recommended that the Policy Committee receive a report on the Red Apple Transit data collection and public meeting.

DISCUSSION: Mr. Wakan said the changes in Red Apple stops and new timetables went into effect in February 2012. He noted that ridership through the first four months of 2012 decreased by 12% compared to the same period in 2011.

Mr. Wakan reported that a public meeting was held on July 12 to gather feedback on how the new routes were working. Pages 13-14 of the agenda summarize by route the comments received at the public meeting. Mr. Wakan highlighted some of those comments for the Policy Committee:

Blue Route
Have route run every 30 minutes every day to allow more accessibility and flexibility

Green Route
Too many loops on route, consider a more direct east/west linear option

Yellow Route
The Apple Ridge Apartment complex houses a large elderly population who no longer take the bus due to transit access difficulties with new route change. Consider bringing stop back to its original location to accommodate their needs.

Mr. Darnell asked why this stop had been moved. Mr. Delmagori said the stop was moved to Sullivan Avenue to save time on the route. Previously the bus had to travel in and out of the neighborhood on Cliffside Drive which added time to the overall route.

Mr. Wakan also reported some of the other issues that were brought up at the public meeting:

ADA Compliance Issues
30th and Gila stop has too much mud and debris on the sidewalk due to erosion which makes it difficult for ADA compliance (Blue)

Hospital stop has many barriers, not ADA compliant (Green):
- Distance between bus stop & bench is too long (disabled and elderly miss bus often due to distance)
- Curb transition too abrupt from street level to hospital entrance

Regional Routes
Coordinate Red Apple Transit, Navajo Nation and Road Runner stops and times

Ms. McCulloch added that coordinating the Red Apple with the other transit providers was an important issue to be addressed.

Bus Schedules and Brochures
Maps not easily understood

Mr. Wakan stated that Staff has been working with the City of Farmington to improve the functionality of the maps. Also being considered is an on-line trip planner on the City's website.

Other Comments
Transit agency needs to be informed about road construction and detour alerts

Ms. Holton asked if the transit map might be posted on the buses and at the stops. Mr. Delmagori said this is being considered as well as posting them on the City's website.

Mr. Wakan reviewed the June data on boardings and alightments by route and by stop on Pages 16-20 of the agenda. Some of the low use stops were discussed specifically: the BLM stop on the Red Route; San Juan Center for Independence on the Green Route; MVD on the Blue Route. Mr. Wakan reported that data will continue to be collected through September and Staff will continue to update ridership numbers and capture trends.

ACTION: The report was received.

10. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	Joe Delmagori, MPO Planner
Date:	July 30, 2012

INFORMATION ITEMS

a. **Intelligent Transportation Systems.** The Farmington MPO is currently updating the ITS software (Turbo Architecture). NMDOT is currently in the process of completing an update to the statewide ITS architecture. The MPO architecture will be incorporated into the statewide architecture.

b. **Complete Streets.** In the coming months, MPO staff will be working with the MPO committees, local staff, and other stakeholders on a Complete Streets policy. The Technical Committee received a Complete Streets presentation by MRCOG at their July meeting. That presentation will be shared with the Policy Committee on September 20.

c. **Committee Bylaws and Operating Procedures.** Final review and action on the Committee Bylaws will be done by the Technical Committee on August 23 and by the Policy Committee on September 20. A 30-day public comment period is open through August 31.

d. Population and Employment Update. As part of the update to the regional traffic model, staff is collecting population and employment data from the 2010 Census by census block. The data will be aggregated to the Traffic Analysis Zones (TAZs) in the traffic model.

e. MPO Review. The FHWA New Mexico Division has been conducting reviews of the MPOs in New Mexico. The Farmington MPO is scheduled for September 5-6, 2012.

f. Other.

DISCUSSION: Mr. Delmagori reported that Staff is working to update the ITS software and will be working with each entity for possible changes. NMDOT is currently working on an update to the statewide ITS architecture and the FMPO will be a subset of the overall state architecture. Staff hopes to have recommendation ready for Policy Committee approval in September.

Mr. Delmagori said that Staff is working on a Complete Streets policy. The Technical Committee had received a presentation by a representative of MRCOG at their July meeting and this presentation will be shared with the Policy Committee in September.

Mr. Delmagori stated that there were no major changes or revisions made to the Committee Bylaws and Operating Procedures document. He noted that on Page 4 a description was added to explain the difference between a Special Meeting and an Emergency Meeting. He added that some questions had been raised on the telephone voting procedure shown on Page 5. Mr. Delmagori said this procedure was rewritten to allow for telephone voting on any action or any type of report. Approval of this document by the Policy Committee will be sought at the September meeting.

Population and employment data from the 2010 Census by census block is being collected by Staff to update the regional traffic model.

Mr. Delmagori reported that the New Mexico Division of the Federal Highway Administration (FHWA) will be conducting a review of FMPO on September 5-6. A formal letter from FHWA outlining the details of the audit is forthcoming. Mr. Delmagori noted that part of the audit will also include a public information session the evening of September 5 at the Civic Center.

11. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Mr. Delmagori commented that the publication, The Economics of Place, recommended by Mr. Dan Burden during the walkability workshop was purchased by the MPO and copies given to each Policy Committee member.

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

12. BUSINESS FROM THE FLOOR

There was no additional business from the floor.

13. ADJOURNMENT

Ms. Sipe made a motion to adjourn the meeting. Ms. McCulloch seconded the motion. The meeting was adjourned at 3:10 p.m.

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Dr. James Henderson, Chair	June Markle, MPO Administrative Aide