Mid-Region Council of Governments
Metropolitan Transportation Board's

TRANSPORTATION COORDINATING COMMITTEE

Friday, November 4, 2016
1:30 p.m. - 3:00 p.m.
Mid-Region Council of Governments
809 Copper Ave. N.W., Albuquerque, NM 87102

Grant Brodehl, *Chair* **Merrill Yazzie, *Vice Chair***

AGENDA

Call to Order
The presence of a quorum will be noted.

Approval of the November 4, 2016 Agenda

Tab 1 **Approval of the October 14, 2016 Action Summary**

PUBLIC COMMENT AND REPORTS

Tab 2 **Public Comments**
Anyone who wishes to address the TCC must register with the Secretary of the Board.

Tab 3 **Reports**

- **Staff**
- **TPTG**
- **CMP**
- **ITS**

ACTION ITEMS

Tab 4 **Approval of 2017-2018 Combined MPO Boards/Committees Meeting Dates**

Tab 5 **Approval of TIP Amendments**
R-16-09 MTB

Tab 6 **Report and Recommendation on *Public Schools Traffic: Challenges & Opportunities***
R-16-10 MTB

DISCUSSION AND INFORMATION ITEMS

Tab 7 **TIP Targets**

Tab 8 **Update on FFY 2018-2023 TIP Development**

Adjournment

NOTES

Next Meeting: **December 2, 2016**
1:30 p.m. - 3:00 p.m.
Mid-Region Council of Governments
809 Copper Ave. N.W.
(505) 724-3632

Anyone requiring special accommodations is requested to notify the MRCOG office at (505)247-1750 seven (7) days prior to the meeting or e-mail bthomas@mrcog-nm.gov.

Mid-Region Council of Governments

Metropolitan Transportation Board's

TCC

TRANSPORTATION COORDINATING COMMITTEE

Friday, October 14, 2016

1:30 p.m. - 3:00 p.m.

809 Copper Ave. N.W. Albuquerque, NM 87102

Grant Brodehl, *Chair* **Melissa Lozoya, *Vice-Chair***

ORGANIZATION		MEMBER		ALTERNATE
Bernalillo County County Manager's Office	X	**Dan McGregor**		Brad Catanach
City of Albuquerque, Council Services		**Tom Menicucci**		
City of Albuquerque, Environmental Health	X	**Dario Rocha**		Ed Merta
City of Albuquerque, Municipal Development	X	**Debra Bauman**		John MacKenzie
City of Albuquerque Planning Department	X	**Russell Brito**		Carol Toffaleti
City of Albuquerque Municipal Development		**Melissa Lozoya, *Vice-Chair***	X	John MacKenzie
City of Albuquerque Traffic Engineering	X	**Ron Romero**		John MacKenzie
City of Albuquerque Planning Department		**Shahab Biazar**		John Gurule
City of Albuquerque Transit Department		**Andrew de Garmo**		Dawn Candelaria
Albuquerque Public Schools	X	**Martin Eckert**		Robert Kane
Albuquerque Metropolitan Arroyo Flood Control Authority		**Jerry Lovato**	X	Lynn Mazur
Town of Bernalillo	X	**Maria Rinaldi**		Jack Torres
Bernalillo County Public Works Department	X	**Diane Sholtis**		
Bernalillo County	X	**Richard Meadows**		Julie Luna
City of Belen		**Steven Tomita**		Vacant
Village of Corrales	X	**John A. Avila**		Cynthia Tidwell
Village of Los Lunas		**Christina Ainsworth**	X	Erin Callahan
Village of Los Ranchos de Albuquerque		**Mary Homan**		Kelly Ward
City of Rio Communities	X	**Jim Winters**		Bob Skerry
Middle Rio Grande Conservancy District Environmental Planning		**Leonard Utter**		Ray Gomez
New Mexico Department of Transportation	X	**Nancy Perea**		Leslie Fortier
New Mexico Department of Transportation	X	**Priscilla Benavidez**		Margaret Haynes
City of Rio Rancho	X	**Leonard Rivera**		Joe Norby
City of Rio Rancho	X	**B.J. Gottlieb**		Peter Wells
Rio Metro Regional Transit District	X	**Grant Brodehl, *Chair***		Terry Doyle, Tony Sylvester
Rio Rancho Public Schools	X	**Maurice Ross**		Becky Stewart
Cochiti Pueblo	X	**Merrill J. Yazzie**		Dwayne Herrera
Isleta Pueblo		**Kathy Trujillo**		Shawna Ballay
Laguna Pueblo		**Brandon Herrera**	X	Sharon Hausam
Sandia Pueblo		**Vacant**		Chamisa Radford
Sandoval County Planning & Zoning	X	**Fred Marquez**		Tommy Mora
Valencia County		**Lina Benavidez**		Jacobo Martinez
SSCAFCA	X	**Charles Thomas**		
Village of Tijeras		**Vacant**		Vacant

NON-VOTING ADVISORY MEMBERS

ORGANIZATION		MEMBER		ALTERNATE
City of Albuquerque Aviation Department		**Jack Scherer**		
Albuq/Bern County Air Quality Control Board		**Vacant**		Dona Upson
Federal Highway Administration		**Vacant**		
Greater Albuq Bicycling Advisory Committee		**Vacant**		Vacant
Kirtland Air Force Base		**Vacant**		Vacant
Santa Ana Pueblo		**Nathan Tsosie**		

MRCOG STAFF ATTENDING

Dave Pennella, Barbara Thomas, Steven Montiel, Kendra Montanari, Caeri Thomas

AGENDA

Call to Order

Chair Grant Brodehl, Rio Metro Regional Transit District, called the meeting to order at 1:40 p.m. The presence of a quorum was noted.

Approval of October 14, 2016 Agenda

Action Taken:

Leonard Rivera, City of Rio Rancho, made a motion to:

APPROVE THE AGENDA OF OCTOBER 14, 2016

The motion was seconded by Maria Rinaldi, Town of Bernalillo, and passed unanimously.

Tab 1 **Action Summary of August 5, 2016**

Action Taken:

Maria Rinaldi made a motion to:

APPROVE THE ACTION SUMMARY OF AUGUST 5, 2016

The motion was seconded by Leonard Rivera and passed unanimously.

PUBLIC COMMENT

Tab 2 **Public Comments**

No one signed up for public comment.

Tab 3 **Reports**

- **Staff**

Dave Pennella, MPO Administrator, reported that interviews are ongoing for a Travel Demand Modeler in the transportation section of the MRCOG.

- **TPTG**

Mr. Pennella noted that the items on today's TCC agenda have been reviewed by the TPTG.

- **ITS**

There was no report from the ITS subcommittee.

- **CMP**

There was no report from the CMP committee.

FINAL ACTION ITEMS

Tab 4 **Approval of TIP Policies & Procedures Revisions**
R-16-08 MTB **Approval of Project Prioritization Process Revisions**

Steven Montiel, MPO TIP Coordinator, reviewed the revisions to the TIP Policies & Procedures. Mr. Montiel explained that the TIP Policies and Procedures and the Project Prioritization Process were previously developed by MPO staff in cooperation with area agencies. Due to the passage of the FAST Act and the development of the current 2040 MTP and the upcoming 2018-2023 TIP, the documents required

revisions.

The revisions in the TIP Policies and Procedures are minor to conform to FAST and the newly revised NMDOT STIP Procedures.

The revisions in the Project Prioritization Process Guidebook are to reflect the FAST Act and the 2040 MTP.

Mr. Montiel stood for questions following his presentation.

Caeri Thomas, MRCOG Transportation Planner, presented information on the revisions to the Project Prioritization Process and stood for questions.

It was noted that the MPO staff recommends approval of the documents and appendices. The TPTG will meet on October 11th and review the documents at that time. It is expected that the TPTG will recommend approval.

Action Taken:

Debbie Bauman, City of Albuquerque, made a motion to:

RECOMMEND APPROVAL OF R-16-08 MTB

The motion was seconded by Sharon Hausam, Laguna Pueblo, and passed unanimously.

Tab 5 **Approval of UPWP Amendment (if necessary)**

Mr. Pennella said there were no amendments to the UPWP.

Tab 6
R-16-01 TCC **Modifying Access on Gibson Boulevard at Walker Road to Provide a Right-In, Right-Out, Left-In Access**

Mr. Pennella said that the RAC (Roadway Access Committee) had met and reviewed the request and recommends approval. The proposal was sponsored by the City of Albuquerque to modify the access on Gibson Boulevard. RAC representatives voting and present at the meeting were: David Hall (Bernalillo County), Nancy Perea (NMDOT District 3), Tony Lloyd (City of Albuquerque), and Joseph Norby (City of Rio Rancho).

Debbie Bauman, City of Albuquerque, noted that the request had been coordinated with GABAC.

Action Taken:

Ms. Bauman made a motion to:

APPROVE R-16-01 TCC AS PRESENTED

The motion was seconded by Sharon Hausam and passed unanimously.

Tab 8 **Election of Officers**

Mr. Pennella noted that the election officers used to be in July but now occurs in October to match the federal fiscal year.

Chair Brodehl called for nominations.

Action Taken:

Mr. Leonard made a motion that:

GRANT BRODEHL CONTINUE AS CHAIR OF THE TCC FOR A SECOND TERM

The motion was seconded by Maria Rinaldi and passed unanimously.

Action Taken:

Ms. Bauman made a motion:

NOMINATING MERRILL YAZZIE (COCHITI PUEBLO) AS VICE CHAIR OF THE TCC

The motion was seconded by Mr. Leonard and passed unanimously.

DISCUSSION AND INFORMATION ITEMS

Tab 8 **Call for TIP Project Proposals**

Mr. Montiel said that the call for projects has gone out and the hard deadline is November 28, 2016. He said that a series of workshops will be held at the MRCOG for anyone needing assistance with their proposals. The Town of Bernalillo and Isleta Pueblo have offered to host workshops.

Tab 9 **TIP Forms A, B and C Updates**

Mr. Montiel explained that updated TIP forms A, B and C have moved to a new platform in response to concerns brought up at the TPTG meetings. MPO staff are trying to keep the process as simple as possible. Everything should be up and running by next Friday, October 21st.

Tab 10 **Review of Current FFY 2016-2021 TIP Projects**

Mr. Montiel said that it was explained at the TPTG meeting that the targets might change and Rebecca Maes (NMDOT) mentioned that obligation rates will be dropping to 90%. The MPO staff are still waiting to receive revised targets from the NMDOT.

Mr. Montiel also stated that in the 2017 TIP projects, there were issues with the Sunport Boulevard Project (A300160). Staff will be working appropriate agencies to swap projects via the TIP management process.

Also, NMDOT representatives said that the FFY2017 off system bridge program is not currently funded and that other fiscal years have been cut in half.

Mr. Montiel asked the TCC members to review the current TIP and let him know if any projects can be delayed or phased before new projects proposals are submitted for the FFY2018 through 2023 TIP development process.

Tab 11 **School Traffic Study Report**

Steve Miller (Planning Technologies Consultant) presented information on the School Traffic Study. This item will be voted on at the November TCC and MTB meetings.

Adjournment

The August 5, 2016 meeting of the Transportation Coordinating Committee was adjourned at 1:40 p.m.

_____
Grant Brodehl, Chair
Transportation Coordinating Committee

ATTEST

_____
Dewey V. Cave, Executive Director

THE ORIGINAL RECORDING OF THE SUMMARY OF PROCEEDINGS IS ON FILE AND WILL REMAIN ON FILE FOR A PERIOD OF ONE YEAR.

Mid-Region Metropolitan Planning Organization

Mid-Region Council of Governments
809 Copper Avenue NW
Albuquerque, New Mexico 87102
(505) 247-1750-tel. (505) 247-1753-fax
www.mrcog-nm.gov

2017 & 2018 Combined MPO Meeting Schedule

Meetings with TIP Amendments on the Agenda — ***Special TIP Devel. Mtgs. Italicized***

MTB Meetings Begin at 10:00 a.m. Fridays	TCC Meetings Begin at 1:30 p.m. Fri.	TPTG Meetings Begin at 1:30 p.m. Tuesdays
November 18, 2016	November 4, 2016	November 1, 2016
FYI - DEADLINE: Monday November 28, 2016 5:00 pm for Submission of TIP Project Proposals		
December 16, 2016	December 2, 2016	November 29, 2016

2017

The MTB may change its schedule.

January 20, 2017	*Combined TPTG* & TCC Friday Jan. 6, 2017	*January 17, 2017 (TIP Devel.)* *January 24, 2017 (TIP Devel.)*
February 17, 2017	February 3, 2017	January 31, 2017 *February 7, 2017 (TIP Devel.)* *February 14, 2017 (TIP Devel.)* *February 21, 2017 (TIP Devel.)*
March 17, 2017 [FY 2018-23 TIP Presentation]	March 3, 2017 [TIP Prelim. Recom.]	February 28, 2017 [TIP Prelim Appv.]
April 21, 2017 [FY 2018-23 TIP Appo. Vote]	April 7, 2017 [TIP Final Recom.]	April 4, 2017 [TIP Final Appv.]
May 19, 2017 June 16, 2017	May 5, 2017 June 2, 2017	May 2, 2017 May 30, 2017
July 21, 2017	*Combined TPTG* & TCC Friday July 7, 2017	
August 18, 2017	August 4, 2017	August 1, 2017
September 15, 2017	September 1, 2017	August 29, 2017
October 20, 2017	October 6, 2017	October 3, 2017
November 17, 2017	November 3, 2017	October 31, 2017
December 15, 2017	December 1, 2017	November 28, 2017

2018

January 19, 2018	*Combined TPTG* & TCC Friday Jan. 5, 2018	
February 16, 2018	February 2, 2018	January 30, 2018
March 16, 2018	March 2, 2018	February 27, 2018
April 20, 2018	April 6, 2018	April 3, 2018
May 18, 2018	May 4, 2018	May 1, 2018
June 15, 2018	June 1, 2018	May 29, 2018
July 20 2018	*Combined TPTG* & TCC Friday July 6, 2018	
August 17, 2018	August 3, 2018	July 31, 2018
September 21, 2018	September 7, 2018	September 4, 2018
October 19, 2018	October 5, 2018	October 2, 2018
November 16, 2018	November 2, 2018	October 30, 2018
December 14, 2018	December 7, 2018	December 4, 2018

Tab 5

R-16-09 MTB
Amending the FY 2016-2021
Transportation Improvement Program

MPO Staff Recommendation: **All proposals meet the qualifications for a TIP Amendment and are consistent with the 2040 MTP.**

Background: The requests for amendments to the current FY 2016-2021 Transportation Improvement Program (TIP), for the AMPA come from various entities. These amendments to the TIP have been requested as part of the quarterly amendment cycle.

TPTG Recommendation:

This item was reviewed at the TPTG on November 1, 2016.
The TPTG recommends approval.

RESOLUTION

of the

METROPOLITAN TRANSPORTATION BOARD

of the

MID-REGION METROPOLITAN PLANNING ORGANZIATION

of the

MID-REGION COUNCIL OF GOVERNMENTS OF NEW MEXICO

(R-16-09 MTB)

AMENDING THE FFY 2016-2021 TIP
TO ACCOMMODATE VARIOUS CHANGES

WHEREAS, the FFY 2016-2021 Transportation Improvement Program (TIP) is the TIP for the Albuquerque Metropolitan Planning Area (AMPA) and has been reviewed for conformity in conjunction with the 2040 Metropolitan Transportation Plan and became effective October 1, 2015; and

WHEREAS, the TIP must contain all federally-funded transportation projects in the metropolitan transportation planning area prior to the distribution of funds to those projects; and

WHEREAS, the TIP must contain all regionally significant projects in the metropolitan transportation planning area regardless of the source of funding; and

WHEREAS, the TIP may be revised in accordance with Federal Regulations (23 CFR part 450.326),

NOW THEREFORE BE IT RESOLVED by the Metropolitan Transportation Board of the Mid-Region Council of Governments of New Mexico that the FFY 2016-2021 TIP for the Albuquerque Metropolitan Planning Area is revised to reflect the changes as set

out in ATTACHMENT A.

AND BE IT FURTHER RESOLVED, the Metropolitan Transportation Board, in accordance with 23 CFR 450.334, certifies that the transportation planning process is being conducted in accordance with all applicable requirements of:

a). 23 U.S.C. 134 and 135, 49 U.S.C. Section 5303 through 5306 and 5323(1);

b). Sections 174 and 176(c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506(c) and (d) and 40 CFR part 93;

c). Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;

d). 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;

e). Section 1101(b) of the SAFETEA-LU (Pub. Law 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;

f). 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;

g). The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq*.) and 49 CFR parts 27, 37, and 38;

h). The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;

i). Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and

j). Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

PASSED, APPROVED, AND ADOPTED this 18th day of November 2016 by the Metropolitan Transportation Board of the Mid-Region Metropolitan Planning Organization of the Mid-Region Council of Governments of New Mexico.

_____
_____, Chair
Metropolitan Transportation Board

ATTEST:

_____
Dewey V. Cave
Executive Director, Mid-Region Council of Governments
Executive Secretary, Metropolitan Transportation Board

Control Number	Existing Project Title	Existing Terminus From	Existing Terminus To	Proposed Project Title	Proposed Terminus From	Proposed Terminus To	Existing Project Description	Proposed Project Description	Lead Agency	Project Type	Ph Env Doc	Ph PE	Ph Design	Ph ROW	Ph Constr	Ph Other	Total Est. Proj Cost	FFY	Funding Category	Existing Fed Amt	Proposed Fed Amt	Existing State Amt	Proposed State Amt	Existing Local Amt	Proposed Local Amt	Existing Total Amt for Fund Source	Proposed Total Changes for Fund Source	Resulting Total Amt for Fund Source	WorkType	Notes
A301470	Alameda Blvd Improvements (Phase 1)	I-25	Lousiana				Additional travel lanes in each direction, deceleration lanes for right-turn movements, continue existing bike/ped facilities, multi-use trail, upgrade of traffic signals as needed, signal timing, ITS communiciations, and other appurtenances as necc.		City of Albuquerque-DMD	Capacity Proj	Y	Y	Y	..	Y	..	$3,200,000	2018	Local Non-Match	$0	$0	$0	$0	$2,000,000	$0	$2,000,000	$0	$2,000,000	03	FFY 2018 STP-U funds moved to A3000111 below
A301470											Y	Y	Y	..	Y	..		2018	STP-U	$2,000,000	($2,000,000)	$0	$0	$340,824	($340,824)	$2,340,824	($2,340,824)	$0	03	
A300111	University Blvd Multimodal Improvements Phase II	George Rd	Gibson Blvd.				Const. missing bike facilities & improve existing roadway segments as needed, construction management services; request to use local design services as "soft match". Proj. will be Constructed in phases. Env. clearance will be requested for both phases.		City of Albuquerque-DMD	Bike/Ped	Y	Y	Y	Y	Y	Y	$3,219,288	2016	Local Non-Match	$0	$0	$0	$0	$878,464	$0	$878,464	$0	$878,464	28	STP-U funds moved to A300970 below
A300111											Y	Y	Y	Y	Y	Y		2017	STP-U	$1,300,000	($1,300,000)	$0	$0	$221,536	($221,536)	$1,521,536	($1,521,536)	$0	28	
A300111											Y	Y	Y	Y	Y	Y		2018	STP-U	$0	$2,000,000	$0	$0	$0	$340,824	$0	$2,340,824	$2,340,824	03	
A300970	ITS Regional Transportation Management Center (TMC)	400 Wyoming Blvd. NE, Albuquerque, NM					Design & construct a regional transportation management center (TMC) for all ITS stakeholders. TMC will integrate multi-agency ITS components, signal systems, & interstate/arterial monitoring systems for real-time transportation & incident management.		City of Albuquerque-DMD	ITS-TSM	Y	Y	Y	Y	Y	..	$15,996,933	2016	CMAQ-Mand	$3,703,874		$631,184		$0		$4,335,058		$4,335,058	24	Adds FFY 2017 and FFY 2018 STP-U Funds
A300970											Y	Y	Y	Y	Y	..		2016	NHPP	$1,708,800		$291,200		$0		$2,000,000		$2,000,000	24	
A300970											Y	Y	Y	Y	Y	..		2016	STP-Flex	$308,874	$0	$52,636	$0	$0	$0	$361,510	$0	$361,510	24	
A300970											Y	Y	Y	Y	Y	..		2016	STP-U	$427,200	$0	$0	$0	$72,800	$0	$500,000	$0	$500,000	15	
A300970											Y	Y	Y	Y	Y	..		2016	STP-U	$3,827,667	$0	$0	$0	$652,280	$0	$4,479,947	$0	$4,479,947	24	
A300970											Y	Y	Y	Y	Y	..		2017	CMAQ-Mand	$1,549,622		$264,074		$0		$1,813,696		$1,813,696	24	
A300970											Y	Y	Y	Y	Y	..		2017	STP-U	$141,563	$1,300,000	$0	$0	$24,124	$221,536	$165,687	$1,521,536	$1,687,223	24	
A300970											Y	Y	Y	Y	Y	..		2019	STP-U	$700,180	$0	$0	$0	$119,319	$0	$819,499	$0	$819,499	24	
A301740	Sunset Rd SW Roadway and Safety Improvements	Goff Blvd	Bridge Blvd				Construct new roadway which includes safety improvements to add sidwalks, signage, drainage and other appurtenances as necessary.		County of Bernalillo	Safety	Y	Y	Y	Y	Y	..	$3,450,000	2015	Local Non-Match	$0	$0	$0	$0	$350,000	$0	$350,000	$0	$350,000	15	Adds FFY 2017 State Capital Outlay funds and adjusts Local Non-Matching funds
A301740											Y	Y	Y	Y	Y	..		2015	Safety (HSIP)	$180,000	$0	$20,000	$0	$0	$0	$200,000	$0	$200,000	15	
A301740											Y	Y	Y	Y	Y	..		2017	Local Non-Match	$0	$0	$0	$0	$250,000	$0	$250,000	$0	$250,000	16	
A301740											Y	Y	Y	Y	Y	..		2017	Local Non-Match	$0	$0	$0	$0	$2,700,000	($300,000)	$2,700,000	($300,000)	$2,400,000	04	
A301740											Y	Y	Y	Y	Y	..		2017	Safety (HSIP)	$450,000	$0	$50,000	$0	$0	$0	$500,000	$0	$500,000	21	
A301740											Y	Y	Y	Y	Y	..		2017	State Capital Outlay	$0	$0	$0	$300,000	$0	$0	$0	$300,000	$300,000	04	
TA00341	New Project-UNM/CNM BRT Transit-Oriented Development Planning	New Project	New Project	UNM/CNM BRT Transit-Oriented Development Planning	University & Menaul Blvd Intersection	Sunport	New Project	TOD planning for UNM/CNM BRT corridor & surrounding area including, but not limited to: vision/goal setting, surveys, urban character/from/design recomm., TOD market demand assess, TOD infrastruc. Recomm. Interagency dev. Stand. & finance/fund mechanisms.	Rio Metro Transit Dist	Transit	..	..	..	..	..	Y	$715,000	2017	FTA 5309	$0	$572,000	$0	$0	$0	$143,000	$0	$715,000	$715,000	23	New Project
A301020	Paseo del Norte PCCP Intersection Reconstruction	I-25	Tramway Blvd		2nd Street	Wyoming Blvd.	Reconstruct the PCCP intersections on NM 423 (PdN) between I-25 and Tramway Blvd.	Reconstruct the PCCP intersections on NM 423 (PdN) between 2nd Street and Wyoming Blvd.	NMDOT D-3	Hwy & Brg Pres	Y	Y	Y	..	Y	..	$4,949,426	2016	NHPP	$106,800	$0	$18,200	$0	$0	$0	$125,000	$0	$125,000	15	Termini and Scope change
A301020											Y	Y	Y	..	Y	..		2016	STP-Flex (Non-Chargeable)	$213,600	$0	$36,400	$0	$0	$0	$250,000	$0	$250,000	15	
A301020											Y	Y	Y	..	Y	..		2019	NHPP	$4,015,190		$684,236	$0	$0	$0	$4,699,426		$4,699,426	06	
A300690	District 3 Wide Bridge Rehab/Repl Program (Placeholder)	District 3 Wide		Delete Project From the TIP	Delete	Delete	Rehabilitate and/or replace several Federal-Aid bridges to be selected. New CN will be issued as specific projects are identified.	Delete	NMDOT D-3	Hwy & Brg Pres	Y	Y	Y	Y	Y	..	$0	2011	Bridge R & R - Maint	$1,133,929		$283,482		$0		$1,417,411		$1,417,411	14	Funds Split out to A301343 below and deletes project
A300690											Y	Y	Y	Y	Y	..		2019	NHPP	$1,708,800	($1,708,800)	$291,200	($291,200)	$0	$0	$2,000,000	($2,000,000)	$0	14	
A300690											Y	Y	Y	Y	Y	..		2021	STP-Flex	$1,470,014	($1,470,014)	$250,508	($250,508)	$0	$0	$1,720,522	($1,720,522)	$0	14	
A301440	NM 14 Roadway Preservation & Rehab.	North of NM 333	N of NM 536/NM306				Mill and Inlay; ADA; multiuse trail; access control; drainage/erosion; evaluation of NM 14/NM536/Frost Road.		NMDOT D-3	Hwy & Brg Pres	Y	Y	Y	..	Y	..	$7,606,906	2016	STP-Flex	$854,400	$0	$145,600	$0	$0	$0	$1,000,000	$0	$1,000,000	15	Adds converted flex funds from A300191 below
A301440											Y	Y	Y	..	Y	..		2017	STP-Flex	$0	$640,800	$0	$0	$0	$109,200	$0	$750,000	$750,000	06	
A301440											Y	Y	Y	..	Y	..		2018	STP-Rural	$1,724,860	$0	$293,937	$0	$0	$0	$2,018,797	$0	$2,018,797	06	
A301440											Y	Y	Y	..	Y	..		2019	STP-Rural	$1,766,006	$0	$300,949	$0	$0	$0	$2,066,955	$0	$2,066,955	06	
A301440											Y	Y	Y	..	Y	..		2021	STP-Rural	$1,513,274	$0	$257,880	$0	$0	$0	$1,771,154	$0	$1,771,154	06	
A301343	New Project-District 3 Bridge Repairs - Mateo Overpass Bridge Replacement	New Project	New Project	District 3 Bridge Repairs - Mateo Overpass Bridge Replacement			New Project	Bridge replacement on NM 22 Mateo Overpass (Bridge #7079).	NMDOT D-3	Hwy & Brg Pres	Y	Y	Y	..	Y	..	$3,720,522	2019	NHPP	$0	$1,708,800	$0	$291,200	$0	$0	$0	$2,000,000	$2,000,000	11	New Project Funds split from A300690
A301343											Y	Y	Y	..	Y	..		2021	STP-Flex	$0	$1,470,014	$0	$250,508	$0	$0	$0	$1,720,522	$1,720,522	11	

Control Number	Existing Project Title	Existing Terminus From	Existing Terminus To	Proposed Project Title	Proposed Terminus From	Proposed Terminus To	Existing Project Description	Proposed Project Description	Lead Agency	Project Type	Ph Env Doc	Ph PE	Ph Design	Ph ROW	Ph Constr	Ph Other	Total Est. Proj Cost	FFY	Funding Category	Existing Fed Amt	Proposed Fed Amt	Existing State Amt	Proposed State Amt	Existing Local Amt	Proposed Local Amt	Existing Total Amt for Fund Source	Proposed Total Changes for Fund Source	Resulting Total Amt for Fund Source	WorkType	Notes
A301800	Old Highway 60- Bridge Replacement	Old Highway 60-Bridge over Rio Puerco					Rplace Bridge #531.		NMDOT D-3	Hwy & Brg Pres	Y	Y	Y	Y	..	..	$1,768,055	2018	NHPP	$0	$1,083,426	$0	$184,629	$0	$0	$0	$1,268,055	$1,268,055	16	Reduces NHPP funds and recodes them at ROW WT and moves remaining funds to A301233 below
A301800											Y	Y	Y	Y	..	..		2018	NHPP	$1,510,626	($1,510,626)	$257,429	($257,429)	$0	$0	$1,768,055	($1,768,055)	($0)	11	
A300191	NM 314 & Courthouse Rd Intersection Improvements						Addition of northbound and southbound left-turn lanes and other intersection improvements as needed.		NMDOT D-3	Hwy & Brg Pres	Y	Y	Y	Y	Y	..	$2,545,000	2018	Safety (HSIP)	$0	$270,000	$0	$30,000	$0	$0	$0	$300,000	$300,000	15	Move to A301440 above and converts Small Urban funds to flex funds
A300191											Y	Y	Y	Y	Y	..		2018	Safety (HSIP)	$0	$49,500	$0	$5,500	$0	$0	$0	$55,000	$55,000	43	
A300191											Y	Y	Y	Y	Y	..		2018	Safety (HSIP)	$0	$270,000	$0	$30,000	$0	$0	$0	$300,000	$300,000	16	
A300191											Y	Y	Y	Y	Y	..		2019	Safety (HSIP)	$0	$1,701,000	$0	$189,000	$0	$0	$0	$1,890,000	$1,890,000	21	
A300191											Y	Y	Y	Y	Y	..		2018	STP-Sm Urb	$640,800	($640,800)	$109,200	($109,200)	$0	$0	$750,000	($750,000)	$0	03	
A301233	US 550 Construction & Widening Phase 1	MP 1.35	2.45				(Ref CP-91) Reconstruction, widening (1 lane each dir), bridge rehabilitation & repairs, includes ADA compliance, sidewalks and other appurtenances as necessary.		NMDOT CRDC	Capacity Proj	Y	Y	Y	Y	Y	..	$16,510,001	2017	State Bond Funds	$0	$0	$13,000,000	$0	$0	$0	$13,000,000	$0	$13,000,000	03	Adds 500K of FFY 2018 NHPP from A301800 above and adds NHPP funds from September Ad Mod
A301233											Y	Y	Y	Y	Y	..		2018	NHPP	$0	$85,440	$0	$14,560	$0	$0	$0	$100,000	$100,000	16	
A301233											Y	Y	Y	Y	Y	..		2018	NHPP	$2,091,700	$813,261	$356,451	$138,589	$0	$0	$2,448,151	$951,850	$3,400,001	03	
A301233											Y	Y	Y	Y	Y	..		2018	STP-Flex	$8,544	$0	$1,456	$0	$0	$0	$10,000	$0	$10,000	03	
A300170	North Diversion Channel Road Construction East-West Connector (El Pueblo)	Jacs Lane	Lorraine Court				Construct multi-use trail to connect the existing trail on El Pueblo to the North Diversion Channel Trail; includes pavement rehab and bridge deck rehab on El Pueblo, signage, striping, and drainage.	Construct multi-use path to connect trail on El Pueblo to trail where it terminates at the North Diversion Channel. Perform pavement rehab on El Pueblo, and other miscellaneous construction as necessary.	NMDOT D-3	Bike/Ped	Y	Y	Y	Y	Y	Y	$1,000,000	2017	STP-Flex	$0	$512,640	$0	$87,360	$0	$0	$0	$600,000	$600,000	05	Modifies scope and WT coding
A300170											Y	Y	Y	Y	Y	Y		2017	STP-Flex	$854,400	($854,400)	$145,600	($145,600)	$0	$0	$1,000,000	($1,000,000)	$0	01	
A300170											Y	Y	Y	Y	Y	Y		2017	STP-Flex	$0	$341,760	$0	$58,240	$0	$0	$0	$400,000	$400,000	28	
A301550	Albuquerque City Wide Off-System Bridge Program						Plan, design and construction of bridge repairs and/or rehabilitation of off-system		City of Albuquerque-DMD	Hwy & Brg Pres	Y	Y	Y	Y	Y	..	$853,423	2017	STP-Bridge Off	$341,369	($341,369)	$0		$85,342	($85,342)	$426,711	($426,711)	$0	14	Remove FFy 2017 funds per NMDOT
A301550											Y	Y	Y	Y	Y	..		2018	STP-Bridge Off	$341,369		$0		$85,342		$426,711		$426,711	14	
A301550											Y	Y	Y	Y	Y	..		2019	STP-Bridge Off	$341,369		$0		$85,342		$426,711		$426,711	14	
A301122	I-25 & NM 6 Interchange Beautification Enhancements Phase III	I-25 Exit 203 vicinity					lanscaping the I-25 center median and the outside perimeter of the interchange.	Erosion control, vegetation management, drainage improvements and landscaping as appropriate.	Village of Los Lunas	Misc	Y	Y	Y	..	Y	..	$1,592,958	2020	STP-Rural	$35,440	$0	$0	$0	$6,039	$0	$41,479	$0	$41,479	15	Scope clarification
A301122											Y	Y	Y	..	Y	..		2020	STP-Sm Urb	$35,440	$0	$0	$0	$6,039	$0	$41,479	$0	$41,479	15	
A301122											Y	Y	Y	..	Y	..		2021	STP-Rural	$4,272	$0	$0	$0	$728	$0	$5,000	$0	$5,000	43	
A301122											Y	Y	Y	..	Y	..		2021	STP-Rural	$640,800	$0	$0	$0	$109,200	$0	$750,000	$0	$750,000	31	
A301122											Y	Y	Y	..	Y	..		2021	STP-Sm Urb	$4,272	$0	$0	$0	$728	$0	$5,000	$0	$5,000	43	
A301122											Y	Y	Y	..	Y	..		2021	STP-Sm Urb	$640,800	$0	$0	$0	$109,200	$0	$750,000	$0	$750,000	31	
A301121	I-25 & NM 6 Interchange Enhancements Phase II	I-25 Exit 203 vicinity					Landscaping, wayfinding, and ADA improvements on NM 6. Other appertenances as necessary.	Erosion control, vegetation management, drainage improvements and landscaping as appropriate.	Village of Los Lunas	Misc	Y	Y	Y	..	Y	..	$829,588	2017	STP-Sm Urb	$85,440		$0		$14,560		$100,000		$100,000	15	Scope Clarification
A301121											Y	Y	Y	..	Y	..		2018	STP-Sm Urb	$623,360		$0		$106,228		$729,588		$729,588	31	
A300160	Sunport Blvd Extension	Woodward	I-25 Exit 221 at Sunport Blvd				Construct new 4 lane divided facility with bike lanes includes signage, drainage, and other necessary appurtenances. Demo ID NM006. Project total includes capital outlay & county funds in previous FFYs.		County of Bernalillo	Capacity Proj	Y	Y	Y	Y	Y	..	$18,892,980	2017	STP-U	$8,022,893	($6,314,093)	$0		$1,367,197	($1,075,997)	$9,390,090	($7,390,090)	$2,000,000	01	Delayed FFY 2017 funds out to FFY 2020
A300160											Y	Y	Y	Y	Y	..		2018	Local Non-Mat	$0		$0		$4,465,032		$4,465,032		$4,465,032	01	
A300160											Y	Y	Y	Y	Y	..		2018	STP-U	$3,104,346		$0		$529,018		$3,633,364		$3,633,364	01	
A300160											Y	Y	Y	Y	Y	..		2019	STP-U	$3,057,069		$0		$520,961		$3,578,030		$3,578,030	01	
A300160											Y	Y	Y	Y	Y	..		2020	STP-U	$1,200,000	$3,257,024	$0	$0	$204,494	$555,036	$1,404,494	$3,812,060	$5,216,554	01	
A300015	Coors Blvd & Blake Rd Intersection Improvements	NM 45, Coors Blvd @ Blake Rd	New Project				Reconstruct intersec. to include additional turn lanes at all 4 intersection legs, replace signals, & addition of bike lanes, curb, median, & sidewalk as well as storm drainage. Local match to be used as soft match for PE and design. Proj. tied to A301790		County of Bernalillo	Hwy & Brg Pres	Y	Y	Y	Y	..	..	$2,977,060	2017	STP-U	$0	$2,543,600	$0	$0	$0	$433,460	$0	$2,977,060	$2,977,060	03	Advanced FFY 2020 funds into FFY 2017
A300015											Y	Y	Y	Y	..	..		2020	STP-U	$2,543,600	($2,543,600)	$0	$0	$433,460	($433,460)	$2,977,060	($2,977,060)	($0)	03	
A301312	Bernalillo Main St Streetscape Phase III	Calle Presidente	Calle del Norte				Sidewalk replacement for ADA compliance, pedestrian and roadway lighting and ADA compliant crosswalks. Phases I & II under CN 3450.		Town of Bernalillo	Bike/Ped	..	..	..	..	Y	..	$1,297,178	2017	STP-U	$394,885	$713,424	$0	$0	$67,293	$121,576	$426,178	$835,000	$1,261,178	04	Advanced FFY 2020 funds into FFY 2017
A301312											..	..	..	..	Y	..		2020	STP-U	$713,424	($713,424)	$0	$0	$121,576	($121,576)	$835,000	($835,000)	($0)	04	

Tab 6

R-16-10 MTB
APPROVING THE GUIDELINES FOR ASSESSING TRAFFIC IMPACTS RESULTING FROM SCHOOL FACILITIES

Background:

A recurring issue facing member governments of the Mid-Region Council of Governments is that of traffic generated by public schools with concerns regarding both vehicular and pedestrian traffic. Various efforts have taken place over time to tackle this problem, however none have reached the point of bringing a recommendation to the Metropolitan Transportation Board for adoption. The Transportation Coordinating Committee (TCC) and the Roadway Access Committee (RAC) requested MRMPO staff to develop guidelines for traffic impact studies for school projects. The purpose of this study is to identify key issues and develop policies and procedures that will assist school districts, local governments, tribal governments, and the New Mexico Department of Transportation in addressing these concerns.

TCC Task Group

A TCC working task group was formed to assist and guide staff and the consultant in this effort. The task group provided review and evaluated potential components of school traffic study guidelines and reviewed the resolution recommended for adoption. The TCC working group consisted of:

- Local governments having land-use authority
- Public School Districts
- New Mexico Department of Transportation

MPO Staff Recommendation

MPO staff recommends adoption and encourages member agencies to consider the recommendations included in the report. The MPO will review for implementation the recommendations of this report which require direct involvement of the MPO (i.e. a coordination meeting between school districts and agencies' public works departments).

TPTG

TPTG reviewed the proposed report at their October 2016 meeting. Since this effort was coordinated directly from the TCC working group, the TPTG did not issue a recommendation. However, there were no objections or concerns raised by the TPTG.

RESOLUTION

of the

METROPOLITAN TRANSPORTATION BOARD

of the

MID-REGION METROPOLITAN PLANNING ORGANIZATION

of the

MID-REGION COUNCIL OF GOVERNMENTS OF NEW MEXICO

(R-16-10 MTB)

APPROVING THE GUIDELINES FOR ASSESSING TRAFFIC IMPACTS RESULTING FROM SCHOOL FACILITIES

WHEREAS, the Mid-Region Council of Governments (MRCOG) is the designated Metropolitan Planning Organization (MPO) for the Albuquerque Metropolitan Planning Area (AMPA); and

WHEREAS, the Mid-Region Metropolitan Planning Organization (MRMPO) is a division of MRCOG established to conduct all metropolitan planning activities under 23 CFR 450; and

WHEREAS, the Metropolitan Transportation Board (MTB) is the governing body for the Mid-Region Metropolitan Planning Organization; and

WHEREAS, MRMPO is a regional forum to discuss matters of interagency concern; and

WHEREAS, several member agencies of MRMPO requested, through the Transportation Coordinating Committee (TCC), a regional study to review the potential adverse impacts resulting from construction of schools and school-related facilities and to make recommendations for municipalities and tribal governments to utilize when

reviewing traffic and safety impacts of school related construction activities; and

WHEREAS, the TCC established an ad hoc committee to oversee the development of recommendations; and

WHEREAS, the TCC ad hoc committee invited all MRMPO member agencies and all area school districts to participate and provide input into the development of recommendations, and

WHEREAS, the Unified Planning Work Program (UPWP) for FFY 2016 provided funding to conduct the study and develop recommendations; and

WHEREAS, regional cooperation between school districts, and local, tribal and state agencies is necessary to bring more resources to address traffic and safety concerns; and

WHEREAS, under the transportation bill, Moving Ahead for Progress in the 21st Century (MAP-21), MPOs have the purview to select Safe Routes to Schools infrastructure and non-infrastructure projects for inclusion in the Transportation Improvement Program (TIP); and

WHEREAS, Safe Routes to Schools projects and programs can promote walking and biking to schools which is beneficial to obesity prevention while enhancing safety and reducing traffic problems and vehicular emissions around school sites; and

WHEREAS, research shows that children who walk and bicycle to school are physically more active the entire day; and

WHEREAS, national research has established that Safe Routes to School strategies result in environmental and behavioral transformations that enhance physical activities and support healthy lifestyles for both children and adults.

NOW THEREFORE BE IT RESOLVED by the Metropolitan Transportation Board

of the Mid-Region Metropolitan Planning Organization of the Mid-Region Council of Governments of New Mexico that the report, *Public Schools Traffic: Challenges and Opportunities* (Attachment A), be adopted as a recommendation to all member agencies to utilize for the review of school facility related construction activities impacting traffic (including pedestrian and bicycle safety),

AND BE IT FURTHER RESOLVED, the Metropolitan Transportation Board recommends municipalities and tribal governments review the list of recommended strategies and implement those deemed appropriate for each member government,

AND BE IT FURTHER RESOLVED, the Metropolitan Transportation Board directs MRMPO staff to assist member governments and agencies, as may be requested, in the development of revisions to documents to implement such strategies (i.e. zoning ordinance revisions).

PASSED, APPROVED, AND ADOPTED this 18th day of November 2016 by the Metropolitan Transportation Board of the Mid-Region Metropolitan Planning Organization of the Mid-Region Council of Governments of New Mexico.

_____

_____, Chair
Metropolitan Transportation Board

ATTEST:

_____
Dewey V. Cave
Executive Director, Mid-Region Council of Governments
Executive Secretary, Metropolitan Transportation Board

Final Draft: 10/03/2016

PUBLIC SCHOOL TRAFFIC: CHALLENGES AND OPPORTUNITIES

The Mid-Region Council of Governments

ABSTRACT

Traffic problems and related safety issues around public schools are daily occurrences throughout the United States. This report provides insight into these problems, explores how other areas of the country have addressed these issues and suggests policy recommendations for local and state governments along with the Mid-Region Council of Governments. The report advocates the adoption and implementation of programs designed to increase the percentage of children who walk or bike to school, therefore reducing traffic and associated safety issues around schools.

Table of Contents

Acronym List

ADA	Americans with Disabilities Act
AM	Ante Meridian
AMPA	Albuquerque Metropolitan Planning Area
APS	Albuquerque Public Schools
BLUZ	Bus Loading and Unloading Zone
CEFPI	Council of Educational Facility Planners International
CIP	Capital Improvement Plan
GO	General Obligation
HAWK	High intensity Activated crosswalk
HB	House Bill
ITE	Institute of Transportation Engineers
JPA	Joint Powers Agreement
LOS	Level of Service
MAG	Maricopa Association of Governments
MAP-21	Moving Ahead for Progress in the 21st Century
MPO	Metropolitan Planning Organization
MRCOG	Mid-Region Council of Governments
MTC	Metropolitan Transportation Commission
NCTCOG	North Central Texas Council of Governments
NMAC	New Mexico Administrative Code
NMDOT	New Mexico Department of Transportation
NMSA	New Mexico Statutes Annotated
NMSHTD	New Mexico State Highway and Transportation Department
PM	Post Meridian
PTO	Parent Teacher Organization
RTCSNV	Regional Transportation Commission of Southern Nevada
SB	Senate Bill
STA	Site Traffic Analysis
STH	Site Threshold Assessment
STP	Surface Transportation Program
STSC	School Traffic Safety Committee
TAP	Transportation Alternatives Program
TCC	Transportation Coordination Committee
TIA	Traffic Impact Assessment
TIP	Transportation Improvement Program
TIS	Traffic Impact Study
TPTG	Transportation Program Task Group
STP-U	Surface Transportation Program-Urban

Introduction

Traffic congestion around schools has been an ongoing problem and the subject of some controversy for local government agencies and the various committees and boards of the Mid-Region Council of Governments (MRCOG). The single greatest cause of school traffic congestion is the growth of the school-aged population over a relatively short time, combined with urban sprawl. According to census data obtained through MRCOG, the number of school-aged children (5 to 17 years) in Bernalillo County grew from 92,420 in 1990 to 113,853 in 2010, an increase of 21,433. Over the same time in Sandoval County, the age group grew from 13,993 to 26,078, an increase of 12,085. Valencia County experienced an increase from 10,132 to 14,905. For the three-county region, the total the increase for the age group was 38,291 (32.9%) (See Table 1). The school districts were required to build a large number of schools to keep up with the growth in school-aged population.

Table 1. Regional Growth in Population for Age Group 5–17

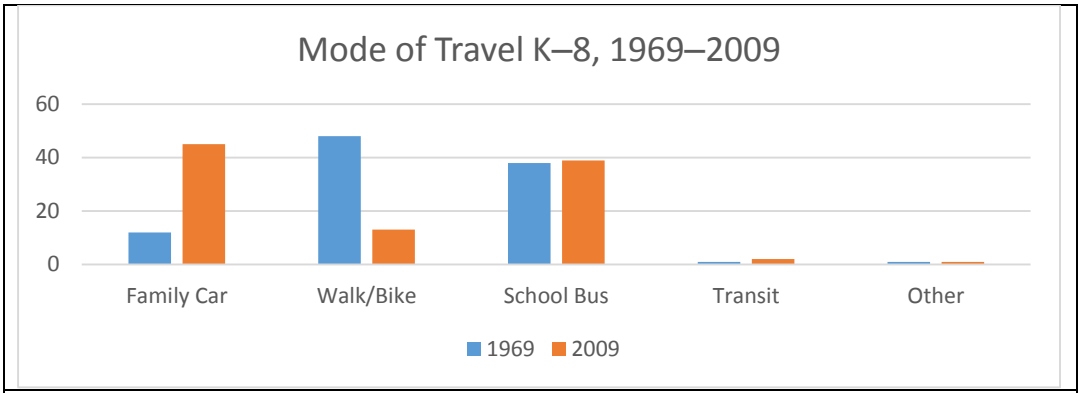
County	1990	2010	Increase	% Increase
Bernalillo	92,420	113,853	21,433	23
Sandoval	13,993	26,079	12,085	86
Valencia	10,132	14,905	3,963	39
Three County Total			38,291	33

Source: MRCOG

In the Albuquerque Metropolitan Planning Area (AMPA), new schools have been built in areas where there is a large amount of new residential construction, usually single-family detached housing. Sometimes the schools are built before adequate infrastructure can be extended to the site. As a result of this lack of a developed roadway network, vehicular access to the school is sometimes off of a single road, which might not have adequate capacity to handle the traffic. Although the duration of the problem is usually relatively short (30 minutes or less) the congestion can be severe. Frustration among drivers is high and often results in risky and unsafe driving behavior. Children are often dropped off outside of the school grounds and are required to run across lanes of traffic to reach school grounds.

Schools located in existing neighborhoods present another type of problem for local governments. Many of these schools have experienced an increase in enrollment. The number of students sometimes exceeds that for which the site was designed. Another factor contributing to this problem is that more children are transported to school by private vehicle rather than by bussing, walking, or biking as was more common in the past.

Figure 1 shows that in 1969, 48% of K–8 grade students usually walked or bicycled to school and 12% rode in personal vehicles. By 2009, these percentages nearly reversed as 13% walked or biked and 45% used a personal vehicle.



Source: National Center for Safe Routes to School

Figure 1. Mode of Travel K–8, 1969–2009

Parents who drive their children to school cite distance, traffic hazards, time constraints, and bad weather as the most common reasons for selecting this transportation mode. Other research has identified both road safety and "stranger danger" as explanations as to why parents are increasingly taking their children to school by car. Often traffic that was able to be handled on site when the school was built is now spilling back into the surrounding neighborhoods and angering local residents.

With the demand for new and expanded facilities, the school districts capital needs have outstripped revenues. The Albuquerque Public School (APS) district has constructed off-site transportation infrastructure when school development has outpaced roadway development; however, the APS staff's position is that they do not have the resources to routinely build off-site transportation infrastructure, which they feel should be the responsibility of the local governments and the New Mexico Department of Transportation (NMDOT). For local and state governments, the need for transportation infrastructure far exceeds the availability of financial resources to construct them. Roadway congestion is projected to increase significantly over time. The NMDOT's stance is that school districts should account for and include off-site infrastructure during the programming phase for a new or expanded facility. The positions are far apart and the disagreement intensifies frequently when a school expansion or new school construction takes place and upset members of the public complain to the elected officials.

Statewide adequacy standards developed by the Public Schools Facility Authority are not very detailed and lack metrics by which to measure adequacy. There are no statewide standards for charter schools. The administrators of each charter school have the authority to select and obtain property for the school. As a result, charter schools have been located in strip malls and other areas that were not intended for that type of use.

Jurisdiction over public and charter schools is interpreted differently by government entities within the region. City of Albuquerque staff have determined that only in the case of new or modified curb cut requests is there clear review authority. The City of Rio Rancho has requested, received, and reviewed traffic studies; however, they have not been successful in getting the mitigation measures contained in the studies constructed by Rio Rancho Public Schools. Bernalillo County has received several traffic studies from APS, and improvements

have been constructed coinciding with the construction of the school facility; however, there is disagreement among school district and county officials as to whether the county has jurisdiction or the improvements were made voluntarily by APS. The NMDOT has clear jurisdiction over a school's access to state roads, but, in some cases, the schools are constructed on a county or municipal road, which then empties onto the state facility and creates traffic safety problems and congestion.

Smaller jurisdictions did not report the same concerns as the larger ones. In some cases, the school facilities get access from a state road so there is no involvement at the local level. The Town of Bernalillo and the Village of Corrales indicated there is more of a history of cooperation and collaboration with the district. The Town of Bernalillo worked with the Bernalillo School District to construct a new access to an elementary school and the Village of Corrales has dedicated a public safety officer to help with school traffic issues.

The MRCOG area is not alone when it comes to traffic problems generated by schools. Included in this report is a section on how other jurisdictions and regional governments in the United States have addressed or are addressing the problem. Valuable information can be gleaned from a search of best practices, and that knowledge can be used to formulate strategies that can be used locally.

Recommended processes that can be used by schools and government are the final part of this report. The traffic study procedure was developed cooperatively and in consultation with staff from local governments and the NMDOT. Enhancements to the planning process are suggested that are proactive in nature as well as recommendations on how to cooperatively focus more resources on the problem.

Jurisdiction

Local Government Land Use Regulations

Jurisdiction over development is typically achieved through the adoption of comprehensive plans; zoning ordinances; subdivision ordinances; and the issuing of building, occupancy, and curb cut permits. Most of the local government entities in the Albuquerque Metropolitan Planning Area have similarly constructed laws concerning development.

Comprehensive plans are developed to reflect community goals. These macro-level plans identify where growth should occur and what form it should take. Comprehensive plans, as well as corridor and neighborhood plans, establish areas suitable for development and identify levels of density that are appropriate for those areas. Policies adopted within the plan are used as a guide for the establishment of land use zoning and capital improvement planning for public infrastructure and amenities such as parks, open space, and schools.

Zoning ordinances identify what land uses are appropriate for specific areas based on the policies identified in the comprehensive plans. Zoning ordinances restrict distinct types of land use to specific areas. These laws attempt to locate compatible land uses in proximity to each other.

Subdivision laws pertain to land to be divided or combined with other property to accommodate a specific development. When land is subdivided, a plat, which is a legal document, is created. The plat is an accurate survey of the property. It is through the subdivision/platting process that legal access is established and ultimately where and what type of roads, drainage, and other infrastructure and services are to be provided by land owners and developers. Sometimes infrastructure on a plat is identified as a public or a private responsibility. It is at the subdivision level that infrastructure requirements are placed on new development. When a plat is approved by the governing agency, a Subdivision Improvement Agreement is normally created that legally binds the developer to a financial guarantee to provide the improvements identified in the process. Both on- and off-site improvements can be required of the developer in the case of subdivisions.

Building permits are typically the last step in the development process. Jurisdictions require a site plan be submitted during the building permit phase of development. Site plans are usually developed by an architect or engineer and are reviewed and permits issued by the local agency's professional staff. Plans are reviewed for compliance with the adopted zoning and other regulations. During the construction phase, inspections are conducted to ensure that what is built is in conformance with the plans that were submitted. The final step in the permitting process is a certificate of occupancy, which allows the structure to be occupied or otherwise used.

A curb cut or driveway permit is required of any development that wishes to obtain access to or cross any sidewalk or public right-of-way. The application for a curb cut is usually reviewed and approved by the agency's traffic engineer. Pedestrian and vehicular movement are factors taken into account in the approval process, including the type of access and spacing.

Jurisdiction Over Public School Construction

Local government review of public school site development differs between jurisdictions. By state statute, the Public Education Department and school districts are exempted from having to comply with local requirements.

> "Building standards or codes adopted by a municipality or county do not apply to the construction of public school facilities, except those structures constructed as a part of an educational program of a school district or charter school."[1]

It should be noted that private schools (e.g., Montessori and Albuquerque Academy) are not exempted from local requirements.

An opinion written by the New Mexico State Attorney General regarding Los Alamos County indicated local governments may have jurisdiction over school locations in cases where a zoning change is required.[2] In most zoning ordinances, schools are typically a permitted or conditional use in most land use designations. In practice, grade schools (Grades K–5) are usually located in areas zoned for residential uses while middle schools (Grades 6–8) and high schools (Grades 9–12) are sometimes located on lands zoned for commercial uses.

According to information received from government entities in the Albuquerque Metropolitan Planning Area, the City of Albuquerque, the City of Rio Rancho, Bernalillo County, and the NMDOT have the most experience in the review of public school development. These entities expressed concern regarding traffic and safety related to the development of public school sites.

Current Traffic Study Procedures

The City of Albuquerque

The City of Albuquerque has clearly written Traffic Impact Study (TIS) requirements, which are a part of the city's Development Process Manual. City staff have the prerogative to ask that a developer complete a TIS for applications for re-zoning, subdivisions, sector plans, site development plans, and building and curb cut permits based on projected traffic generated by the development. The threshold to warrant a TIS is site-generated traffic of 100 or more additional (new) peak direction, inbound or outbound during the morning or evening peak hours.

> 1. **"Warranting Criteria**
>   a. Determination must be made whether a Traffic Impact Study (TIS) is required to be submitted with applications for rezoning, subdivision, sector plan, site development plan, building permit based upon traffic generation.
>   b. Site generated traffic of 100 or more additional (new) peak direction, inbound or outbound vehicle trips to or from the site in the morning or evening peak period of the adjacent roadways or the development's peak hour."[3]

[1] Chapter 22, Article 20, Section 1, New Mexico Statutes Annotated (NMSA), 1978
[2] Attorney General Opinion 05-03, Sally Malave to Representative Jeanette O. Wallace, July 7, 2005
[3] Chapter 23, Section 8, *Development Process Manual*

Level of Service (LOS) is a means by which transportation professionals rate the severity of traffic congestion. Just as grades in school are awarded ranging from A to F, LOS uses the same scale. LOS A describes a situation where there is no interference between vehicles within a particular segment of road or intersection. LOS F is a state of failure, where drivers can wait through more than one traffic signal cycle before clearing the intersection. The minimum standard for the City of Albuquerque is LOS D, which is cost effective and commonly used both locally and nationally. The TIS requirements read as follows:

> **"Service Levels to be Provided:** The minimum standard Level of Service (LOS) shall be LOS D on roadway elements where the LOS is controlled by traffic control devices (e.g., signalized or stop controlled intersections). For intersections, this applies for each approach and each traffic movement. For arterial roadway segments where the LOS is not controlled by traffic control devices, the minimum standard LOS shall be LOS C."[4]

According to City of Albuquerque staff, school sites have been developed lacking sufficient off-site roadway infrastructure, thus leaving the city to rectify the problems. It should be noted that APS has constructed off-site improvements in conjunction with the construction of several school facilities within the City of Albuquerque. These improvements included a segment of Rainbow Boulevard adjacent to Volcano Vista High School and the access road for the Westside sports stadium. The general consensus among staff is that the City of Albuquerque lacks definitive jurisdiction when it comes to building and site planning requirements over public schools.

A Joint Powers Agreement (JPA) was executed in 2001 between the State Regulation and Licensing Department and the City of Albuquerque that gave the City of Albuquerque the authority to regulate the construction of public buildings within their geographic boundaries (Attachment 1).[5] JPAs are used to transfer statutory power from one entity to another; therefore, this would seem to give the City of Albuquerque jurisdiction. City staff, however, indicated that efforts to enforce site planning and building requirements on public schools based on the JPA have been unsuccessful.

In order to attain greater leverage over public school developments, the Albuquerque City Council passed legislation on January 6, 2014, requiring Traffic Impact Assessments (TIA) prior to the issuance of curb cuts requested by charter, public, or private schools.[6] This, however, has been limited in its effectiveness since APS has been able to avoid new curb cuts in most cases.

[4] Chapter 23, Section 8, *Development Process Manual*
[5] May 2, 2001, JPA: NM Regulation and Licensing Department and the City of Albuquerque
[6] Albuquerque City Council Bill 0-13-61

Bernalillo County

Bernalillo County code states that a TIA can be required for residential, commercial, or industrial developments. The county uses a threshold of 250 daily or 25 afternoon (PM) peak hour trips as a general guideline to determine if a TIA is required for development.

> "A traffic impact analysis (TIA) may be required for the following:
>
> 1. All subdivisions containing 25 or more parcels (Type 1, 2, or 4)
> 2. All developments with 25 or more dwelling units (apartments, mobile home parks)
> 3. All commercial or industrial developments abutting and/or accessing a county or state maintained road."[7]

The Bernalillo County Public Works Division administratively considers schools to be non-residential facilities. Depending on the existing conditions and character of the development, a TIA may be required.

> "A TIA is considered for all commercial and industrial developments independent of size of the proposed operation if the development abuts or accesses a county- or state-maintained road and existing or future trail within Bernalillo County. Whether the proposed development is residential or non-residential, a TIA may be required to provide safe and efficient driveway access and to ensure pedestrian, bicycle, and vehicle safety. The County Code establishes the thresholds for conducting a study, the concern for safety, and multimodal traffic analyses.
>
> The threshold for considering whether or not a proposed development requires a TIA is site-generated traffic equal to or exceeding 250 vehicles per day on a weekday or a PM peak hour volume exceeding 25 vehicles per hour. These thresholds support but do not determine whether or not a TIA is required."[8]

APS has submitted traffic studies to Bernalillo County Development Review staff, and off-site improvements have been constructed by APS. For example, segments of 118th Street and Senator Dennis Chavez Boulevard were built by APS for the opening of Atrisco Heritage High School; however, other off-site mitigation identified as an APS responsibility by Bernalillo County Development Review staff has not been constructed by APS. Safety issues related to school drop-off and loading were cited as particular concerns by Bernalillo County staff.

A JPA was executed between the State Regulation and Licensing Department and Bernalillo County in 2001 (Attachment 2).[9] This agreement is identical to the one executed with the City of Albuquerque and gives Bernalillo County the authority to regulate the construction of public buildings constructed within their geographic boundaries.

[7] Bernalillo County Code Chapter 74, Section 74-103, "Transportation"
[8] Bernalillo County 2014 Traffic Impact Analysis Guidelines, Section 1.0
[9] May 2, 2001, JPA: NM Regulation and Licensing Department and Bernalillo County

The City of Rio Rancho

The City of Rio Rancho has very effective TIA requirements. The City of Rio Rancho uses the threshold of 100 peak hour trips to determine if a minimum level TIA is required. LOS D is identified as the minimal acceptable standard for most conditions.

> "The City of Rio Rancho has developed thresholds that may be used as a general guideline to determine if a traffic impact study will be required for a given development proposal. Though a development may meet these thresholds, the city reserves to right to require a TIA in some cases, such as, but not limited to, creating safety or neighborhood traffic concerns and developments that generate a high volume of truck traffic. These thresholds are based upon the specific land use generating less than 100 peak hour trips during either the AM or PM peak design hours. If the site generates less than 100 peak hour trips, the requirement for a traffic impact study may be waived. In this case, only a trip generation report need be submitted.
>
> LOS D is considered acceptable for most situations; however, if development in the surrounding area is sparse, the city may require that intersections function more efficiently in the near future to allow for later growth. If a development recommends improvements that only allow LOS D, the city may require additional work to maintain good operation."[10]

Developments generating more than 500 trips may require an expanded analysis. Intersections within two miles of the development and projected to experience a 25% increase in traffic due to the development may be required to be included in the TIA at the discretion of City of Rio Rancho staff.

The City of Rio Rancho Development Services staff have reviewed traffic studies for school development in the cases where lot combinations occurred, causing the site development to then fall under the subdivision requirements; however, Rio Rancho staff questioned whether Rio Rancho Public Schools has constructed off-site mitigation improvements identified in the TIAs.

Because the New Mexico State Construction Industries Division has inspection and permitting jurisdiction over public school construction in the City of Rio Rancho, in many cases the City of Rio Rancho Development Services staff do not get site layout and driveway locations until the contractor applies for a rights-of-way permit after work commences.

New Mexico Department of Transportation (NMDOT)

Statutorily, the NMDOT has complete jurisdiction over any access to State or Federal roads in New Mexico.[11] The NMDOT has established very clear-cut access management requirements. The NMDOT has the ability to require a traffic study for any development that directly or indirectly impacts a State or Federal highway and has permitting authority over any new or modified driveways.

The statute is implemented through administrative code: State Highway Access Management Requirements. The administrative code is a detailed and comprehensive guide that provides procedures and standards for property owners, developers, and local governments requesting access to State or Federal roads. The code utilizes a three-tiered approach for traffic studies. A

[10] *Rio Rancho Development Process Manual-Transportation*, Volume II-3
[11] NMSA 1978, Section 67-3-6, "Creation of the Department of Transportation"

Site Threshold Assessment (STH) is required for all development that directly or indirectly accesses a state highway. The next level is a Site Traffic Analysis (STA), which looks at the localized impacts of the proposed access and the adjacent intersection in both directions. The highest tier is a Traffic Impact Analysis (TIA).

> "1. When is a TIA Required? A TIA shall be conducted for each new development or property redevelopment along state highway when:
>
> a. The results of a STH indicate that the proposed development is expected to generate 100 or more peak-hour total trips; or,
> b. The results of a STA indicate that expected LOS will be below the applicable LOS standards, and a mitigation plan cannot be resolved between the NMSHTD and the permittee to address identified deficiencies; or,
> c. There are safety concerns along the highway where the development is located that are verifiable by the District Traffic Engineer."[12]

NMDOT's State Access Management Manual identifies criteria for evaluating the impact of proposed, modified, or new access and the development associated with that access to roadway operations. LOS D is again adopted as the acceptable standard.

> **"Traffic Operational Performance:** The operational performance of a highway segment, intersection, or access facility is described by LOS. LOS is a quantitative measure of roadway or intersection operations and vehicle capacity. LOS standards are defined by Access Category. LOS F shall not be accepted for individual movements."[13]

The State Access Management Manual is a part of the administrative code and was developed as guidance for NMDOT staff, local governments, and land owners regarding proposed access to State or Federal roads.[14] Subject areas covered include roadway functional classification, access characteristics, the need and design of acceleration and deceleration lanes, identification of data standards, TIA requirements, access locations, design standards, and procedures utilized by the NMDOT to review proposed access.

Where the location of a school creates the need for access to a state controlled roadway, school districts may be required to submit TIAs and also required improvements must be made prior to the issuance of access permits. NMDOT District 3 staff expressed frustration over the lack of public school planning documents for future school construction and also were concerned that the TIAs were not representative of how traffic moves after construction is complete.

Other Local Governments

Smaller local governments have had varying involvement with schools built within their jurisdictions. In many cases, school facilities in smaller jurisdictions are located on State roads and are therefore subject to the NMDOT's access requirements.

[12] NMAC Title 18, Chapter 31, Part 6, "State Highway Access Management Requirements"
[13] NMAC Title 18, Chapter 31, Part 6, "State Highway Access Management Requirements"
[14] *NMDOT Sate Access Management Manual*, 2001

The Town of Bernalillo has worked with the Bernalillo Public Schools District to construct new entrances that are better suited to handle the traffic. Town of Bernalillo staff indicated they had a very good working relationship with the Bernalillo Public Schools District but expressed concern about school bus routes on town roads lacking adequate width and geometric design to handle school buses.

The Village of Corrales does not have specific authority over public school construction; however, the Village of Corrales code identifies public and private schools as public and quasi-public uses.[15] These developments are not identified as a permissible use, but as a "use by review," meaning approval action must be taken by the Planning and Zoning Commission. Village staff indicated that APS has historically brought development plans to the Planning and Zoning Commission for review and approval. The Village does not regulate specifically what happens on-site: however, they do require developers to provide pedestrian facilities where the site abuts public right-of-way. The Village of Corrales dedicates a public safety officer, on a part-time basis, to assist with traffic at Corrales Elementary School.

Tribal Governments

Tribal governments indicated they have a good working relationship with the New Mexico State Public Education Department. Tribal governments have ultimate control of development of any type within their boundaries. On the Santo Domingo Pueblo, the Public Education Department leases property it occupies from the Pueblo and must coordinate with the Tribal Governor's office and the Tribal Council. Laguna Pueblo requires all developments leasing Pueblo land to seek approval of the Pueblo Council. The lease is subsequently executed by the Governor on behalf of the Pueblo.

Recommendations

In order for the local governments to attain a greater level of control over future school construction, the remedy is to petition the State Legislature to amend or repeal the State Statute that exempts public schools from the local development review process. The local governments should also consider amending the zoning ordinance to change the status of public schools as an allowable use in several land-use categories and instead make them subject to review and approval. If the State Legislature agreed to change or repeal the State Statute, the corresponding changes to the local processes (i.e., site plan approval and building permitting) would have to be made in order to specify the requirements for school development. Rio Rancho staff felt a JPA like the one between the State of New Mexico and the City of Albuquerque or Construction Industries Commission approval would give them the authority they need to regulate school construction.

[15] Corrales Village Code, Chapter 18, Section 38

Public School Funding

Local Funding

General Obligation Bonds

General Obligation (GO) Bonds are the primary source of funding for public school construction. GO Bonds require voter approval and are limited by the New Mexico State Constitution to construction, remodeling, making additions to, or furnishing school buildings and purchasing or improving school grounds. The Constitution also allows school districts to purchase computer hardware or software for use in the classroom. Each district's issuance of bonds is limited to 6% of the assessed[16] valuation of properties within the district's boundaries. The bonds must be sold within four years of voter approval. The restrictive language is as follows:

> A. "Except as provided in Subsection C of this section, no school district shall borrow money except for the purpose of erecting, remodeling, making additions to and furnishing school buildings or purchasing or improving school grounds or any combination of these purposes, and in such cases only when the proposition to create the debt has been submitted to a vote of such qualified electors of the district as are owners of real estate within the school district and a majority of those voting on the question has voted in favor of creating such debt.
> B. No school district shall ever become indebted in an amount exceeding six percent on the assessed valuation of the taxable property within the school district as shown by the preceding general assessment.
> C. A school district may create a debt by entering into a lease-purchase arrangement to acquire education technology equipment without submitting the proposition to a vote of the qualified electors of the district, but any debt created is subject to the limitation of Subsection B of this section."[17]

Public Schools Improvement Act

This legislation, sometimes referred to as Senate Bill (SB) 9, allows for a direct property tax levy and is subject to voter approval.[18] This can result in up to a two mill[19] levy for a maximum of six years. These funds have similar restrictions as bond funds but allow for more maintenance activities and the purchase of vehicles to transport students to and from extracurricular activities.

Public Schools Building Act

Another direct property tax levy requiring voter approval is known as House Bill (HB) 33,[20] which allows districts, on voter approval, to impose up to 10 mills for a maximum of six years on the net taxable[21] value of the district. These funds are restricted to constructing, equipping, and furnishing public school buildings, lease buildings, or property with an option to purchase; purchase vehicles for transporting students to extracurricular activities (this authorization does not apply to APS); and pay for up to five percent of the administrative costs of capital improvement projects.

[16] The assessed value is what the county tax assessor reports the house is worth for purposes of calculating your property tax bill.
[17] NM Constitution Article IX, Sec. 11. [School district indebtedness; restrictions.]
[18] "Public School Capital Improvements Act," SB 9, Section 22-25-1 NMSA 1978
[19] A mill is $.001 A mill levy is the amount a taxpayer must pay for every $1,000 of assessed value of taxable property
[20] "Public School Building Act," SB 33, Section 22-26-3 NMSA 1978
[21] The taxable value is the portion of the assessed value on which taxpayers actually pay taxes. In New Mexico only one third of the assessed valuable is taxable.

State Funding

Public Schools Capital Outlay Act

For school districts that have enacted the full two mill levy and are also bonded to capacity, the Public Schools Capital Outlay Act provided a funding process for the districts needs that could not be otherwise met.[22] The award process is based on the public school facility adequacy standards that were adopted in 2002 by the Public School Capital Outlay Council.[23] These funds are administered by the Public Schools Facility Authority staff to the Public School Capital Outlay Council.

Direct Legislative Appropriations

Direct legislative appropriations are made by state legislators and are for a specific project or projects. The revenue for direct appropriations can come from the State General Fund, Severance Tax Bonds, or from statewide GO Bonds. There is nothing restricting these funds from being used for school-related off-site infrastructure. School districts can however be penalized if they receive a direct legislative appropriation for a project that was not a high priority project according to the prioritization process administered by Public Schools Facility Authority. This "offset" reduces the funding a district receives from the Public Schools Capital Outlay Council.

[22] "Public School Capital Outlay Act," Section 22-24-1 NMSA, 1978
[23] New Mexico State Administrative Code, Title 6, Chapter 27, Part 30, "Statewide Adequacy Standards"

Adequacy Standards

Existing Adequacy Standards

The Statutory Authority for adequacy standards for public schools can be found in the Public Schools Capital Outlay Act.[24] Adequacy standards for the buildings and grounds for New Mexico Public Schools were promulgated by the Public Schools Capital Outlay Council by way of Administrative Code.[25] Its companion document, the *New Mexico Public School Adequacy Planning Guide*, is a reference tool that complies with the adequacy standards. The New Mexico Public School Facility Authority provides master planning assistance and reviews projects for compliance with the Public Schools Capital Outlay Council adequacy standards. The standards identify school size and minimum requirements for school site development. The requirements attempt to address safe access by specifying the need for separation of vehicular and pedestrian access as a means of achieving that goal. Separate bus loading and unloading areas are to be provided if possible, and dedicated student drop-off and pickup areas shall be provided. The standards state that the site should have clear, separate, distinct, and safe on-site circulation paths for all modes of traffic and two separate road access points. On-site pedestrian and bicycle paths with connectivity with off-site pedestrian, bicycle, and roadway facilities are also described as important along with the provision of sidewalks to provide safe walking routes to the schools. The standards also address parking, drainage, and security. The following is taken from the planning guide:

Access Adequacy Standards

"General Access: There should be good connectivity between the school site and surrounding neighborhood. It should be designed with respect for the safety and convenience of all users. Coordinate motor vehicle and non-motorized vehicle flow to avoid or reduce conflicts between the users. Good connectivity however, is not defined so it isn't possible to know what the standard of connectivity is or if that standard has been met.

Vehicular Access: The site should have clear, separate, distinct and safe on-site circulation paths for pedestrians, buses, staff, students, visitors and service vehicles. The Public School Facility Authority recommends that each site have two separated road access points for safe egress from the property.

Pedestrian/Bicycle Access: On-site pedestrian and bicycle paths should be connected with street bike lanes, pedestrian routes, etc. to ensure safe travel to and through the campus.

Sidewalks: The school site should have safe walking routes for all children and adults accessing the school. These on-site routes should be connected to off-site sidewalks to provide safe and convenient walking routes. Avoid or minimize road, driveway and parking lot crossings by pedestrians. Provide wide sidewalks (5-foot minimum) and student gathering areas in convenient locations that are easily supervised. Speed zones around the school site and crossing locations need to be coordinated with local jurisdictions responsible for traffic controls in the public right-of-way"[26]

[24] "Public School Capital Outlay Act," Section 22-24-5 NMSA 1978
[25] New Mexico State Administrative Code, Title 6, Chapter 27, Part 30, "Statewide Adequacy Standards"
[26] *New Mexico Public School Adequacy Planning Guide*, July 15th, 2010 Edition Including Change No.4, dated August 28, 2013

"Bus loading/unloading: The site should have separate bus loading/unloading zones accommodating the required number of buses for that school that do not conflict with other vehicular or pedestrian pathways and that provide for the safe loading and unloading of students. Typically, a 45-foot minimum outside turning radius is needed for a full-size bus. Consider also:

- Separate bus drive and entrance to avoid conflicts with private cars and service vehicles.
- Counter-clockwise circulation for loading/unloading areas to prevent students exiting buses from crossing other vehicular paths.

Student drop-off/pick-up: The site should have a separate area for the drop-off and pick-up of students by private vehicles that provides for the safe loading and unloading of students.

Traffic circulation should move in a counterclockwise direction and student waiting areas should be designed to provide adequate area for waiting students.

Vehicular entrances/exits: Vehicular entrances and exits should be planned for safe and efficient traffic flow. Avoid conflict with pedestrian traffic flow.

Service/emergency access: The site should have properly identified, appropriate, and safe access to all areas for service and emergency vehicles. Service and delivery access routes should not conflict with other vehicular pathways and should avoid sharing on-site bus lanes.

Trash dumpsters: Locate convenient to pick up vehicles but also within reasonable distance from the building area(s).

Portable buildings: The site should have sufficient room for ingress and egress of portable buildings. Good planning practice is to consider future potential placement of portable buildings during initial site master-planning. It is important that portable classrooms have equal access to centralized facilities and school support facilities while not obstructing future expansion.

Parking

Reliance on curbside parking to handle school parking should be avoided when possible. Most Authorities-Having-Jurisdiction consider off-street parking essential. Adequate parking that is well designed for safe entrance and exit of traffic at peak hours is a key site element. Circulation patterns of students, staff, visitors and service vehicles must be separated from bus drives and pedestrian walkways. Provide appropriate, secure, easy to use, and conveniently-located bicycle parking. Provide adequate visitor parking conveniently located near the school office. Driveways and parking areas should be well-drained with solid, traffic bearing surfaces. Parking areas should be landscaped to improve appearance. Parking lots should address the needs of motorists when in their vehicles and when walking through the parking lots, such as providing pedestrian pathways and raised crosswalks."[27]

The standards are well written and consistent with some of the best practices that were researched and documented in this report; they however, lack specifics on what is meant by things such as good connectivity or safe walking routes, nor are there any ways identified to measure whether those goals have been achieved, so it is left to the judgement of the Public School Facility Authority planning group along with the school districts' planning and construction departments to determine if the standards have been met. In addition, the prevalent

[27] *New Mexico Public School Adequacy Planning Guide*, July 15th, 2010 Edition Including Change No.4, dated August 28, 2013

use of the word "should" indicates that these are not hard rules that must be followed even if there was clear definition.

To its credit, APS has developed its own School Siting Criteria (see Table 2) that is objective and numerically based. It identifies minimum size requirements and compatible land uses around a site. It establishes minimum acreage criteria for elementary, middle, and high schools and identifies functional classification standards for adjacent roadways for each level of school. Desirable land uses for the areas surrounding schools are addressed, and access and ingress standards are defined.

Table 2. APS School Siting Technical Criteria

	Elementary	Middle	High
Minimum Acres of Net Developable Land	15 acres	25 acres	65 acres
Adjacent Street Types	Residential Streets	Collector, Minor Arterials	Major Arterials
Typical Surrounding Land Uses	Single-family residential	Medium density residential community	High density residential community
Ingress/Egress	Access to schools from two streets	Access to schools from two streets	Access to schools from two streets
Buffer Between Schools	Elementary, middle, and high schools should not be located adjacent to each other due to age differentials/different surrounding land uses/concentration of traffic generation due to bell schedules. There should be a buffer between different school types that would prevent association between the elementary, middle, and high school students and also maintain consistency in surrounding land use types, while facilitating transportation patterns due to bell schedules.		
Source: Albuquerque Public Schools, Facility Design and Construction Department			

APS also formed the Bus Loading and Unloading Zone (BLUZ) Team to address problem areas as they arise. The BLUZ Team consists of professional staff from APS, Bernalillo County, the City of Albuquerque, and the NMDOT depending on the jurisdiction where the problem occurs.

Charter Schools

In response to inquiries, the Charter School Division of the New Mexico Public Education Department responded that they have no standards regarding site selection, vehicular access or access by other modes. Charter schools are budgeted money by the Charter School Division based upon enrollment and are allowed to negotiate leases or otherwise acquire property for the school site.

The Public Schools Capital Outlay Council determines whether facilities meet educational occupancy standards. Leases are approved by the Public Schools Facility Authority. Facilities are evaluated for compliance with the Statewide Adequacy Standards and state construction codes with the exception of facilities within the City of Albuquerque and Bernalillo County, who have authority under the JPA identified earlier in this report. According to the Public Schools Facility Authority, even if student drop-offs are not provided it does not mean the facility or site is inadequate. Drop-off/pick-up is only one factor in determining whether a facility is adequate to be utilized as an educational facility and the planning guide only suggests a "Best Practices" approach to site design.

Best Practices

National Best Practices

It is important to document national best practices that have provided excellent service to the public. Plans and procedures that have been successfully implemented by other jurisdictions can be used as a blueprint for the Albuquerque Metropolitan Planning Area. Also, relevant research that has been produced by agencies such as the Institute of Traffic Engineers and the Texas A&M University's Texas Transportation Institute and the Institute of Transportation Engineers can also be a valuable source of information regarding school site design. The three subject areas explored are as follows:

- School site selection, design, and operations
- Safe routes to school programs
- Metropolitan planning organizations

Successful examples of where guidelines and strategies have been implemented are included in this section.

Texas Transportation Institute, Texas A&M University

The State of Texas has experienced high population growth. As a result, many new schools were constructed, sometimes in areas where the roadways were not designed or built sufficiently for that type of land use. The Texas Transportation Institute established school site planning guidelines for the transportation related elements such as site selection; general site requirements; and design, bus operations, parent drop-off/pick-up zones, bicycle, and pedestrian access; and many other aspects of school site development. Proper school site location and design are critical elements as to whether or not a school becomes a source of traffic congestion exposing students and the public to unsafe conditions. Although published in 2004, this document is still very relevant, and strategies identified are regarded nationally as state of the art. The document categorizes the guidelines into three areas: design, planning, and operations. The guidelines are as follows:

Site Size and Frontage

"The overall size of a school site is important to the design and layout of the necessary facilities (buildings, roadways, parking lots, recreational areas, etc.). Several agencies have existing guidelines indicating the number of acres required based on the type of school being built. The most used guidelines are those published by the Council of Educational Facility Planners International (CEFPI), a professional society composed primarily of school district personnel, architects, engineers, and contractors.

CEFPI Guidelines for School Site Size

Elementary (K–6)	10 acres
Middle (5–8)	20 acres
Junior (7–9)	20 acres
Senior (9–12)	30 acres

Closely related to the overall size of the site is the amount of frontage space (width). Only a few agencies had existing guidelines for the required frontage space based on the school type. The

amount of frontage space is important to the transportation operations and design (primarily on-site queuing space/stacking length) of the site. Guidelines relating to frontage space include:

- Provide ample frontage to allow for separate car and bus entrances and exits;
- Provide adequate frontage to avoid congestion at site entrances/exits; and
- Provide adequate frontage to provide safe access from roads or streets.

Building Setback Requirements

Building setback is an important consideration because the placement of the building significantly affects the traffic circulation and amount of on-site space for stacking of vehicles.

School Site Location and Accessibility

Avoid locations with direct access to high-speed roadways. (DESIGN)

General Site Requirements

Provide access from more than one direction to the immediate vicinity of the site and provide access to the site from at least two adjacent streets. (DESIGN) School site should be situated where the road alignment provides good visibility. (DESIGN) The physical routes provided for the basic modes (buses, cars, pedestrians, and bicycles) of the traffic pattern should be separated as much as possible from each other. (DESIGN) All primary building entrances for students shall be weather protected by overhead cover or soffit. (DESIGN) The school site and proposed plans should be reviewed by the proper road agency. (PLANNING and DESIGN)

School Bus-related Design and Operations Guidelines

Single-file right wheel to the curb is the preferred staging method for buses. (DESIGN and OPERATIONS)

Design and Operation of Parent Zones

Provide an adequate driveway for stacking cars on site. (DESIGN) Students should be loaded and unloaded on the right side directly to the curb/sidewalk. (DESIGN and OPERATIONS) Short-term parking spaces should be identified past the student loading area and near the building entrance. (DESIGN and OPERATIONS) Parent loading should occur in designated zones to minimize pedestrian/vehicle conflicts. (OPERATIONS) Student safety patrols and loading supervisors should be well trained and wear reflective safety vests. (PLANNING and OPERATIONS) Traffic cones and other channelizing devices can be used to minimize pedestrian/vehicles conflicts. (DESIGN and OPERATIONS)

Bicycle and Pedestrian Guidelines for Schools

Provide safe crosswalks with crossing guards. (OPERATIONS) There should be well-maintained sidewalks leading to the school. (DESIGN, PLANNING, and OPERATIONS) Create wider paved student queuing areas at major crossings and paint sidewalk "stand-back lines" to show where to stand while waiting. (DESIGN) Facilities should be provided for bicycle access and storage. (DESIGN)

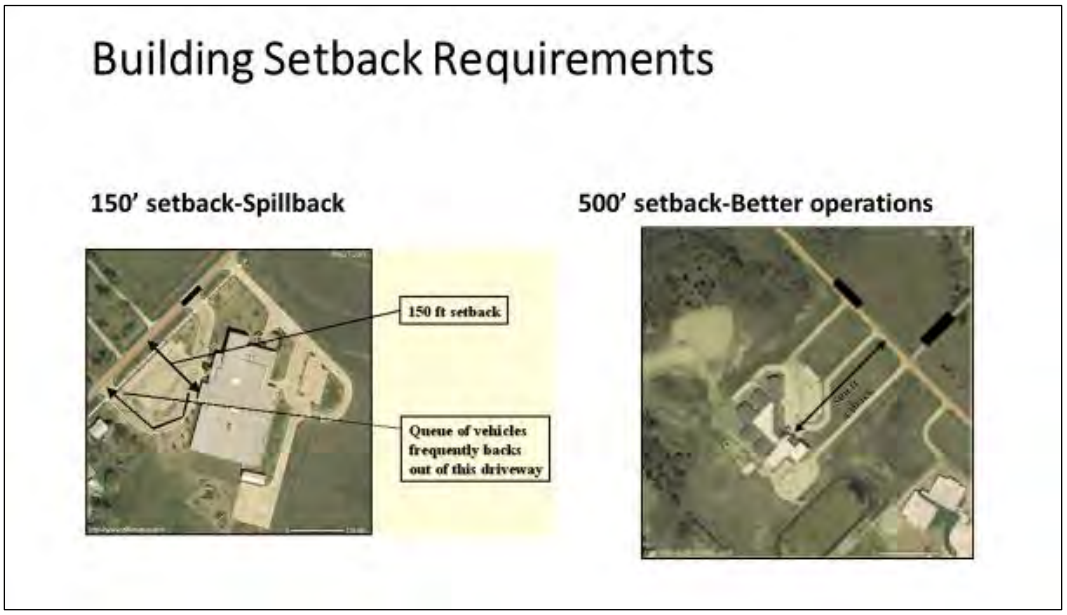
School Access Driveways

School driveways should conform to Texas Department of Transportation design and access management guidelines for number, spacing, location, and layout. (DESIGN) Utilize the existing Texas Department of Transportation design guidelines for left- and right-turn lanes and apply these to school sites. (DESIGN) All site and regulatory signage and markings within school sites shall comply with the *Texas Manual on Uniform Traffic Control Devices*. (DESIGN)

Parking Design and layout

Parking areas for students, staff, and visitors should be separated from loading zones. (DESIGN and OPERATIONS)"[28]

[28] *Traffic Operations and Safety at Schools*, http://tti:tamu.edu/documents/0-4286-2.pdf, Texas Transportation Institute, Texas A&M University System College Station



Source: Texas Transportation Institute: Traffic Operations and Safety at Schools

Institute of Transportation Engineers

The Institute of Transportation Engineers created a series of briefing sheets on the practice of creating a safe environment for school children.[29] These briefing sheets were cooperatively developed with the National Center for Safe Routes to School. The briefing sheets are intended for use by transportation engineers and planners in the development of school sites and to support their active participation in the planning and implementation of Safe Routes to School programs and activities. There are nine briefing sheets in the series covering the following subjects:

1. Introduction to Safe Routes to Schools
2. School Site Selection and Off-site Access
3. Walking and Bicycling Audits
4. School Route Maps
5. Strategies to Improve Traffic Operations and Safety
6. School On-site Design
7. School Area Traffic Control
8. Reduced School Area Speed Limits
9. The Use of Traffic Calming Near Schools

Focusing on site location and design, the guidelines were developed to enhance walking and bicycling thus reducing traffic impacts at schools. The briefing sheets identify elements to design or re-design a school site and describe the non-infrastructure aspects of Safe Routes to School Programs.

[29] Safe Routes to School Briefing Sheets, http://www.ite.org/safety/

Safe Routes to Schools

Traffic congestion around schools has been exacerbated by the trend of children increasingly being driven to school between 1969 and 2009. It is a trend common to virtually every community in the United States. A related issue is that children today are less active than in the past and obesity rates among children are at the highest level ever. Safe Routes to School programs involve the entire community in identifying problems and solutions. There is a vast amount of information available regarding Safe Routes to School concepts and programs. Safe Routes to School programs have been proven to be an important strategy to resolve traffic problems, increase the activity level for children, and combat childhood obesity. There are many case studies of successful Safe Routes to School programs from every geographical area of the United States. Getting children to walk and bike at an early age can result in lifelong behavior and health improvements. Walking is particularly important, and facilitating pedestrianism is a strategy that works well in communities of all income levels since walking does not require any specialized equipment or skills. An additional benefit of Safe Routes to School programs is that they have the potential to spread interest into other parts of the community.

Pedestrian and Bicycle Information Center: The University of North Carolina

The University of North Carolina published the *Safe Routes to School Guide*,[30] which comprehensively covers a wide range of topics on the subject. The guide includes a history of Safe Routes to School programs giving examples of successfully implemented programs. Safe Routes to School strategies identified in the document fall into five categories:

- **Education.** The educational aspect of Safe Routes to School is aimed at parents, neighbors, drivers, and school children. This can be accomplished through flyers distributed to the community, newspapers, and public service announcements through media outlets. Media attention not only helps grow Safe Routes to School programs by raising community awareness but also improves safety by alerting local drivers that more children will be walking and biking in the area. School time educational programs are used to teach students how to walk and bike safely. Special events can also be used to get the message out.
- **Encouragement.** These strategies are aimed at generating interest and excitement in walking and biking. Special events, contests and mileage clubs are examples of this approach. Encouragement activities are inexpensive, quick, easy to start, and offer teachable moments regarding safe behavior for pedestrians and bicyclers. Walking school buses and bike trains (when a group of students led by a parent walk or bicycle to school together) is another way to encourage students and teach safe pedestrian concepts through example.

[30] *Safe Routes to School Guide*, University of North Carolina, Highway Safety Research Center with support from the National Highway Transportation Safety Administration, Federal Highway Administration, Centers for Disease Control and Prevention, and the Institute of Transportation Engineers: guide.saferoutesinfo.org

Putting It Into Practice: Walking School Bus
C.P. Smith Elementary School, Burlington, VT

C.P. Smith Elementary School's walking school bus has operated every Wednesday since March 2005 as part of a Safe Routes to School program.

While the neighborhood bordering the school has a fairly complete sidewalk system, some families were concerned about their children walking to school with the considerable traffic congestion along the route. In winter 2005, parents organized a meeting with other interested families to discuss their concerns and develop guidelines for a walking school bus. The group determined the bus's route, time of departure, meeting points and other details.

Cold weather does not stop C.P. Smith's walking school bus.

Now, every Wednesday morning the bus departs from a walk leader's house with a small group of children. For late arriving students, a closed garage door indicates that the bus has left the station. The group continues along a major roadway picking up children along the way. Some parents join in the walk while others escort their children to the stop and leave when the bus arrives. There is no written schedule, however, organizers plan to install signs along the route indicating stops and schedule.

Before the walking school bus began, approximately six children walked this route to school. Now on Walking Wednesdays there are between 25 and 40 children, and the traffic congestion along the route has all but disappeared.

Source: University of North Carolina, Highway Safety Research Center: Safe Routes to School Guide

- **Engineering.** Creating a physical environment that is conducive to safe walking and biking is critical to the success of Safe Routes to School programs. Making sure that a roadway can safely accommodate other modes of travel while allowing traffic to keep moving is important in order to avoid driver frustration and the bad behavior that results.
- **Enforcement.** Enforcement of traffic, pedestrian, and bicycle regulations is an important aspect of Safe Routes to School. Law enforcement presence encourages good behavior on the part of drivers. Community members, faculty, staff, and students can also play a role in enforcement through participation on safety patrols, working as crossing guards and school zone safety volunteers.
- **Evaluation.** In order to identify which Safe Routes to School strategies are effective, it is important to carefully monitor the impact on children walking or biking to school after a Safe Routes to School program begins. The Safe Routes to School Guide explores ways to measure the effectiveness of Safe Routes to School programs. The guide covers subjects such as planning, objective identification, data collection and measurement, and how to interpret findings.

Metropolitan Planning Organizations (MPOs)

Metropolitan Planning Organizations (MPOs) can play an important role when it comes to providing solutions to school traffic safety issues. In 2012, the United States Congress approved a transportation bill called Moving Ahead for Progress in the 21st Century, also known as MAP-21. With MAP-21, the Safe Routes to School program was placed under the Transportation Alternatives Program (TAP). Before MAP-21, Safe Routes to School was implemented through each state's department of transportation as a grant program. With MAP-21, Safe Routes to

School projects have to compete with other local projects for the TAP funding and are also required to have matching funds from the jurisdiction sponsoring the project.

National Partnership for the National Center for Safe Routes to School

The National Partnership for the National Center for Safe Routes to School produced a publication that explored how various MPOs in the United States adapted to their roles as decision makers for Safe Routes to School projects within the TAP. Because MPOs had not been involved with Safe Routes to School efforts, there was a lot to learn. This publication looked at the enactment of MAP-21, the new TAP, the many changes made that affected how Safe Routes to School projects were funded, and how some MPOs adapted to these changes. MAP-21 changed how Safe Routes to School programs and projects related to other types of projects.

> "Safe Routes to School projects must compete alongside a range of other types of bicycling, walking, trail, historic preservation, and environmental mitigation projects, instead of having guaranteed funding set aside.
>
> Funding for TAP was cut by 30% (compared to the previous combined funding for the Transportation Enhancement Activities, Recreational Trails Program, and Safe Routes to School), and states are also allowed to shift up to half of the funding to other transportation projects and priorities.
>
> Local communities looking for funding for Safe Routes to School projects can no longer receive 100% Federal share for the project and must instead identify state or local matching funds for up to 20% of project costs (a lower match may be required in some western states).
>
> In addition, and most relevant for this brief, decision-making about which TAP projects to fund is split between states and MPOs representing large urbanized areas. State Departments of Transportation still choose some projects throughout the state and all projects in rural and mid-sized areas, but MPOs for urbanized areas with more than 200,000 people now administer their own TAP competitions and choose the projects within their region. Altogether, nearly 200 MPOs around the country control more than $200 million of TAP money each year—approximately one-quarter of available funds.
>
> Prior to MAP-21, schools and local governments in nearly all states applied directly to the state Department of Transportation for support and funding with little involvement from MPOs. In their new role as gatekeepers to TAP funding, large MPOs have the authority to determine which types of active transportation projects (including Safe Routes to School) receive funding. MPOs now make many decisions about how to administer TAP that affect whether or not Safe Routes to School projects are competitive—such as the funding priorities, what type of scoring criteria are used, how schools are notified about the availability of funding, whether funding is set aside for Safe Routes to School projects and more."[31]

Several MPOs have taken advantage of the new rules by ensuring that Safe Routes to School projects were included for TAP funding. The following MPOs each had unique approaches that can serve as an example.

[31] *The Role of MPOs in Advancing Safe Routes to School through the Transportation Alternatives Program*, National Center for Safe Routes to Schoo*l,* | www.saferoutesinfo.org, 2015

Maricopa Association of Governments (MAG): Phoenix

"The Maricopa Association of Governments (MAG) represents nearly 4 million people spread across 27 towns and cities and three tribal communities in the Phoenix metropolitan area of Arizona. A survey was initiated by MAG to gain input as to how to use TAP funds. Approximately 75% of survey respondents, the third highest response, wanted TAP money to be used for Safe Routes to School projects and suggested allocating nearly 30% of TAP funds to Safe Routes to School infrastructure and non-infrastructure projects. MAG also opted to set aside $200,000 per year—later increased to $400,000—just for Safe Routes to School non-infrastructure projects, including both the development of safety assessments and plans as well as staffing and expenses related to encouragement or education activities.

As a result of the survey, MAG established three priorities for TAP projects:

1. Improving bicycle and pedestrian access and connectivity;
2. Improving safety for bicycling and walking; and
3. Making bicycling and walking to school safer and more desirable

Going off these priorities MAG developed a project application form and scoring factors that that prioritized projects based on safety improvements, connectivity, proximity to schools, and other factors. For non-infrastructure projects, a separate application and scoring criteria were created. In the competition held in 2013 for infrastructure funding, 18 of the 33 projects submitted would have benefitted a K–8 school within the project limits. The ratio was even greater for awarded projects: 11 of 13 projects selected for funding have a direct impact on a K–8 school within the project boundaries. For non-infrastructure, three Safe Routes to School projects have been funded across two competitions in 2014 totaling nearly $350,000. A new competition closed in May 2015 with nearly $800,000 available for Safe Routes to School activities and safety studies." [32]

Metropolitan Transportation Commission (MTC): San Francisco Bay Area

"The Metropolitan Transportation Commission (MTC) covers the 9 counties in the San Francisco Bay area— with 101 municipalities, 7,000 square miles, and 7 million people. Prior to MAP-21, Safe Routes to School initiatives were already an established priority of MTC, with $5 million available each year from a regional Climate Initiatives program intended to reduce vehicle emissions from travel to school.

The MTC created additional scoring criteria consistent with regional priorities, including Safe Routes to School, for projects submitted for its 2014 regional TAP competition. The MTC also held a series of workshops to help potential applicants develop competitive applications. In the first competition, held in 2014, applicants submitted a total of 127 applications requesting $201 million, of which 49 were for Safe Routes to School projects. MTC chose 11 projects totaling $31 million to support. Nearly half, 5 projects totaling $15 million, were Safe Routes to School projects." [33]

[32] *The Role of MPOs in Advancing Safe Routes to School through the Transportation Alternatives Program*, National Center for Safe Routes to Schoo*l,* | www.saferoutesinfo.org, 2015
[33] *The Role of MPOs in Advancing Safe Routes to School through the Transportation Alternatives Program*, National Center for Safe Routes to Schoo*l,* | www.saferoutesinfo.org, 2015

Regional Transportation Commission of Southern Nevada (RTCSNV): Las Vegas

"The Regional Transportation Commission of Southern Nevada (RTCSNV) covers the 8,000-square-mile Clark County, with most of the 2 million residents concentrated in the urbanized Las Vegas valley. There are four large local government jurisdictions, two small jurisdictions, and one school system—the Clark County School District, which is the fifth-largest school district in the country—within RTCSNV's jurisdiction. With the creation of TAP, RTCSNV had to modify its process to incorporate Safe Routes to School and other eligibility changes enacted by MAP-21. RTCSNV developed an application that had four project types:

1. Non-motorized infrastructure (including Safe Routes to School infrastructure projects)
2. Safe Routes to School non-infrastructure projects
3. Community improvement projects
4. Environmental projects

Because different project types provided a different service, unique criteria were developed for each type. For example, non-motorized infrastructure projects were scored for things like multiagency collaboration, proximity to schools, or high-density populations, and filling gaps in the non-motorized system. Safe Routes to School non-infrastructure projects were assessed on past experience implementing Safe Routes to School initiatives, supportive policies or plans, and involvement of multiagency partners.

In the competition held in 2013, 16 projects totaling $9.7 million were submitted for TAP funding, of which five were Safe Routes to School infrastructure projects and one was a Safe Routes to School non-infrastructure project to support a coordinator. After applications were scored, 10 projects totaling $5.4 million, including all six Safe Routes to School projects, were selected for funding."[34]

North Central Texas Council of Governments (NCTCOG): Dallas

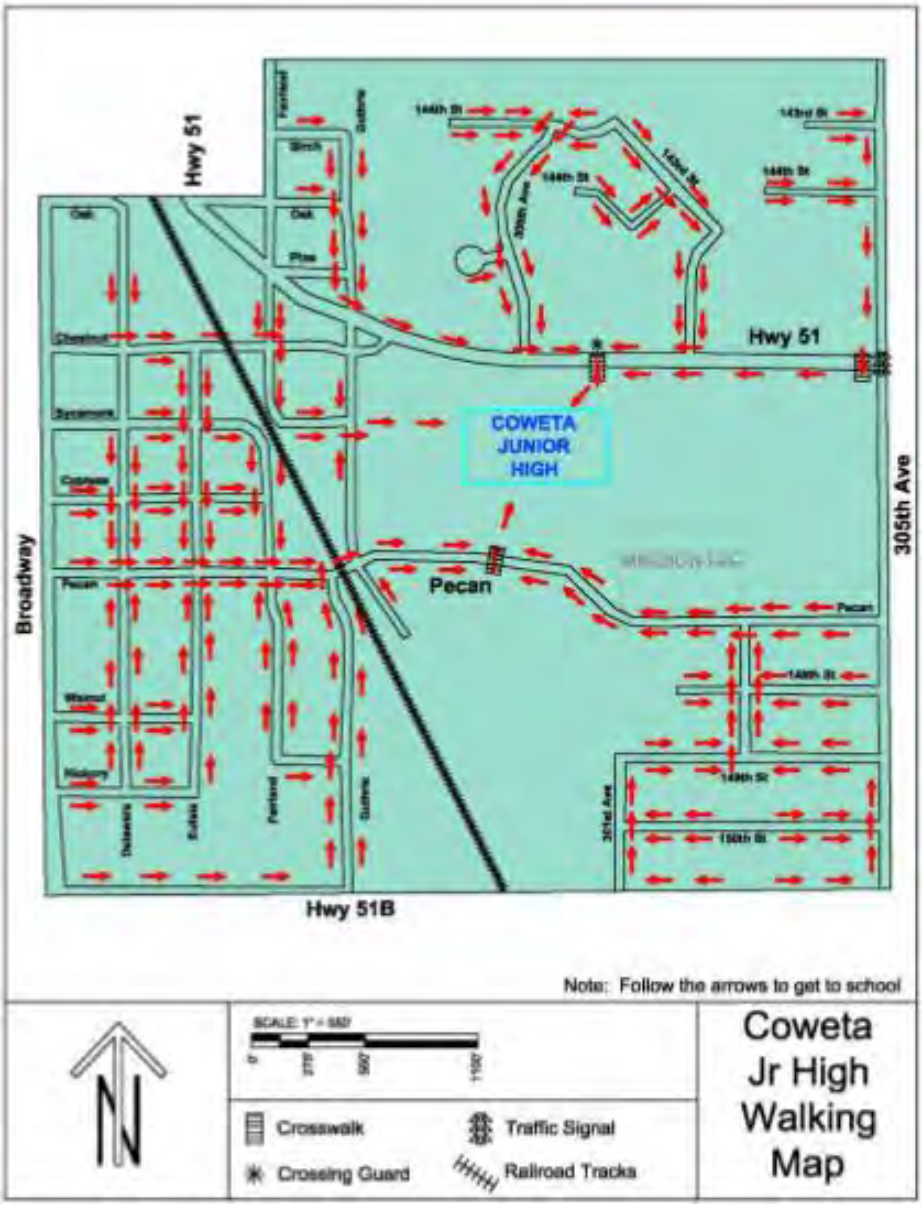
"The North Central Texas Council of Governments (NCTCOG) is responsible for the greater Dallas/Fort Worth area, which includes 230 local governments, 127 school districts, and almost 7 million people spread across 16 counties. The NCTCOG decided to fund three types of projects with its TAP funds, active transportation infrastructure such as bike lanes and trails, safety and access to schools (i.e., Safe Routes to School projects), and urban Complete Streets boulevards. Scoring criteria was developed which awarded points on such factors as improved access to schools and alignment with Safe Routes to School plans. NCTCOG also applied other financial resources available to them to offset the local matching requirements. In 2014, there were 47 projects totaling $61 million submitted for funding, including 15 school safety projects totaling $8 million. After scoring and ranking 33 projects totaling $38 million were funded from TAP and Congestion Management and Air Quality (CMAQ) funds including 13 school safety projects.

The region also successfully applied for a TIGER planning grant in late 2014 to improve coordination between school districts and local governments. Through the grant, the NCTCOG is creating a planning subcommittee to enhance school and city coordination and is developing a manual for cities and school districts to support collaboration on school siting, transportation needs, safety, and land use.

NCTCOG is considering having two separate TAP competitions in the future, with one just for Safe Routes to School projects that would require collaboration between school systems and local governments on land use planning. Separating out the Safe Routes to School competition would ensure that jurisdictions do not have to choose between a Safe Routes to School project and another kind of TAP project when applying. The funded school safety and access projects included several miles of sidewalks and shared use paths, on-street bikeways, a pedestrian bridge, and traffic signal and crosswalk improvements to enhance safety for area schools.[35]

[34] *The Role of MPOs in Advancing Safe Routes to School through the Transportation Alternatives Program*, National Center for Safe Routes to Schoo*l*, | www.saferoutesinfo.org, 2015

[35] *The Role of MPOs in Advancing Safe Routes to School through the Transportation Alternatives Program*, National Center for Safe Routes to Schoo*l*, | www.saferoutesinfo.org, 2015



Source: The National Partnership for the National Center for Safe Routes to School: The Role of MPOs in Advancing Safe Routes to School through the Transportation Alternatives Program City of Coweta, Oklahoma, USA

Above: Walking Route Map. Walking Route Maps are an example of Non-Infrastructure Safe Routes to Schools projects.

It is apparent that, if given priority, Safe Routes to School projects can compete with other regionally significant projects. The similarity in each of these different regional government's implementation was that each MPO considered how a Safe Routes to School project fit within the needs of their member governments and then crafted applications and scoring criteria that allowed the Safe Routes to School projects to be competitive. Creating a special funding category and criteria for both infrastructure and non-infrastructure Safe Routes to School projects will help these projects be advanced and foster collaboration between the school districts and local governments.

Examples of Success

Hundreds of case studies on how communities have dealt with school traffic and safety problems can be found. Each one is unique; however, all have common elements. The most important common element found in the successful case studies was community participation and support. The involvement of elected officials, community leaders, professional governmental staff (engineers and planners), school faculty and staff, parents and, most importantly, the students themselves is critical to the successful implementation of a plan.

Madison Metropolitan School District: Madison, Wisconsin

In response to chronic traffic problems around schools, the Madison Metropolitan School District formed a School Traffic Safety Committee (STSC). The committee assisted individual schools in solving traffic problems by developing a five-step process for developing a school traffic safety plan.[36] The five steps were as follows:

1. **Identify the problem.** The STSC developed an evaluation form to assist the school staff to identify and quantify the problem.[37] The STSC performed field observation of the school site along with parent volunteers and designated school staff. Pertinent information from law enforcement was pursued. Photos of areas of concern were also utilized.
2. **Hold a stakeholder meeting to discuss the problems and possible solutions.** Stakeholders included school staff, local law enforcement, traffic engineers, parents, neighborhood association representatives and local political leaders.
   Develop a school traffic safety brochure for parents. The brochure could be done by a parent or school employee.
3. **Educate parents and students.** Classes were conducted on pedestrian and bicycle safety. Safety patrols were formed from student volunteers.
4. **The evaluation process.** The effectiveness of the plan was assessed. It was recommended that the issue be re-assessed annually.

The Madison Wisconsin model is a relatively low-cost, non-infrastructure, effective approach to these types of problems.

The Texas Department of Transportation

The Texas Department of Transportation initiated the Precious Cargo Program in cooperation with local governments, the Texas State Department of Education, and the school districts. Population growth in Texas has been considerable and this growth has resulted in new schools being built in areas near highways originally designed for lower volumes and relatively high speeds. This has necessitated the critical consideration of the design of roadways in and around schools to enhance traffic safety. The location and design of the school site during the planning stages are integral aspects considered.

[36] https://curriculum.madison.k12.wi.us/node/869, *Steps for Developing a School Traffic Safety Plan*
[37] https://curriculum.madison.k12.wi.us/files/tnl/STSCommittee_evaluationForm.pdf

> "Precious Cargo allows Texas Department of Transportation staff to review school site plans and make recommendations before the schools are built. Since the program's inception, more than 180 schools in 70 various school districts statewide have seen traffic safety improvements around their schools or future school sites."[38]

Through the Precious Cargo program, the Texas Department of Transportation staff assist school districts with application of transportation principles and fundamentals. Precious Cargo reviews are done at no cost to the schools and have been endorsed by the Federal Highway Administration and the National Highway Traffic Safety Administration. The program has won several national awards and citations.

The City of Phoenix, Arizona

The City of Phoenix, Arizona, developed pick-up/drop-off guidelines centering around the concept that what happens on the school site very often has a direct effect on what happens on the streets near the school. The guidelines focus on organizing safe and efficient pick-up/drop-off plans and creating a safer environment for the students, therefore improving traffic conditions outside the school. The process to develop an efficient pick-up/drop-off plan is a cooperative effort. The Phoenix Street Transportation Department provides a team of professional engineers and planners who exclusively work with schools to develop their own pick-up/drop-off plans. The process to develop successful plans involves City staff, school officials, and parents. The procedure is as follows.

1. "City staff meet with parents and school officials during an arrival or dismissal time to observe traffic conditions. It is recommended that the observation take place during a time that school-related traffic is heaviest. The presence of a police officer is optional during this first observation. Parent volunteers or school officials may wish to videotape traffic conditions to help illustrate the concern to other parents and to preserve a "before" condition for comparison purposes.
2. Parents, school officials, and city staff should discuss options immediately after this observation. The plan should try to follow the following criteria as closely as possible:
    a. There should be one pick-up/drop-off zone for all students.
    b. The student pick-up area should be inside the parking lot and not along the street.
    c. There should be only one lane of traffic for loading students. Loading students in two lanes of traffic simultaneously is not recommended."
    d. There should be one moving lane adjacent to the loading lane to allow vehicles free passage through the parking lot, even at busy times such as dismissal.
    e. Vehicles waiting to load students in the loading lane must never be left unattended. The loading lane can never be used as parent parking, even for short-term stops. Anyone who must leave their vehicle for any reason must use a designated parking space in the lot. Because of this restriction, it is possible to utilize a fire lane for loading, as parking remains strictly prohibited.
    f. The waiting area for all the students should be as close to the parking lot driveway exit as possible. Staff or volunteers should assist in loading students. They should also work to get individual students ready to be loaded before their vehicle has pulled up to the loading area.

[38] Texas A&M University, *Texas Transportation Institute: Precious Cargo Program* http://tti:tamu.edu/docucments/0-4286-3.pdf

g. Up to three vehicles along the curb should load simultaneously. Once all these vehicles have pulled away, the next group of vehicles pulls all the way forward to the end of the loading area.
h. "Stand-back" lines along the curb are helpful so students do not get too close to moving traffic.
i. It is not recommended to load more than three vehicles at a time. Loading four or more vehicles slows the traffic flow because it requires some students to walk longer distances to get to their vehicles. Meanwhile, vehicles closer to the group of students will leave the parking lot, leaving a space in the loading area not being used.
j. The student loading zone must be separated from the school bus loading, as well as from walkers and bicycle riders.
k. Adult driveway monitors are needed where students are required to cross a busy driveway. Bicyclists should walk their bikes while on campus or when on the sidewalk adjacent to the campus. Scooters, rollerblades, and skateboards should not be allowed on campus.

3. The parking lot team should then decide how the plan will function based on their school's design. Before the plan is implemented the following preparations should be made:
   a. The school must allocate staff or volunteers to assist in the smooth operation of the loading plan. Their function is to assist the students during loading/unloading and to make sure that parents are not parking in the loading lane or loading students outside the designated area.
   b. Traffic signs and pavement markings must be changed to reflect the new plan. The City of Phoenix will complete any work in the right-of-way. The school or district is responsible for work on the school property. The school must also purchase cones or vests for volunteers used in the plan.
   c. The school must notify parents of the new loading procedures well in advance. This can be done through newsletters, flyer sent home with the students, announcements to students, announcements during Parent Teacher Organization (PTO) meetings, and information given out at school registration."[39]

Law enforcement early in the implementation of a new plan is important. Only police officers should direct traffic on public roads. Anyone actively involved with vehicular, bicycle, or pedestrian traffic must wear safety vests to improve visibility and give them an official look when directing drivers and students. This increases the likelihood of compliance. New plans are more successful if implemented after a break in the school calendar. Students play a key role in educating their parents, so actively involving students in the formulation and implementation of the plan is helpful. It is important to stick with the plan as much as possible as frequent changes can lead to driver confusion and frustration leading to bad behavior and non-compliance.

The City of Plano, Texas

Residents in the area of Barron Elementary School in the City of Plano, Texas, begin to experience significant and chronic traffic problems. They solicited the help of Officer Alecia S. Nors who was the neighborhood police officer. In late 2000, Officer Nors led a coordinated effort with the City of Plano, the Village Creek planning team, residents, and the Plano School District.

[39] *City of Phoenix Street Transportation Department: Student Pick-up and Drop-off Guidelines* https://www.phoenix.gov/streets

"Officer Nors began working with Traffic Engineering to make changes to improve the flow of traffic. These included installing traffic control devices to re-route traffic and making additional parking restrictions to improve visibility on the narrow streets. Officer Nors began working with Traffic Engineering to make changes to improve the flow of traffic. These included installing traffic control devices to re-route traffic and making additional parking restrictions to improve visibility on the narrow streets. Officer Nors suggested:

- Posting signs directing traffic exiting the carpool lane to turn right during posted times;
- Painting the curbs of prohibited parking areas yellow;
- Creating four marked crosswalks for pedestrian traffic; and
- Synchronizing the school zone lights with school dismissal times.

In the beginning, heavy enforcement was necessary, since many motorists refused to obey the signs. Despite Officer Nors' efforts to educate motorists about these changes, motorists did not perceive much risk in committing violations. Even when Officer Nors was visibly issuing citations, motorists would blatantly violate the law, believing that she was too busy and they would still escape notice or enforcement. Officer Nors began stopping every violation she observed and issuing citations. Often, this meant stopping six, seven, or more cars at a time and issuing citations to them all. This caused motorists to reconsider the value of breaking the law to save a few minutes in traffic. Upon conducting surveys of motorists and those living in the community in April 2004, Officer Nors found a significant majority of those surveyed had favorable comments on these changes and did believe traffic congestion and safety had been improved. Furthermore, crashes had been significantly reduced from previous years and street blockage had been virtually eliminated."[40]

Once new traffic patterns had been established and drivers became accustomed, the need for enforcement diminished. Another important step taken was to monitor other streets in the area for increased traffic. Only moderate displacement was observed.

The Village of Corrales, New Mexico

The Village of Corrales has taken a collaborative approach in handling the morning rush hour at Corrales Elementary School. The school was first built in 1927 and remodeled in the 1950s. While semi-rural, the area around the Corrales Elementary School has built out, almost to the edge of the road, with mixed commercial and residential buildings. Corrales Road, NM 448, a two-lane road, is the primary north/south roadway, and residents rely on it heavily. During the rush hour the road is very congested. Traffic moves very slow, and it can be difficult for cars to turn onto Corrales Road from the intersecting roads. Children and parents need to cross from the west side of the road to the east to get to the school's front entrance. There is a safety beacon that was installed and is operated by the NMDOT at this location, which begins flashing at 8:45 am. At the same time, parents who drive their children to school turn onto Target road, where the school's drop-off area is. The Village has dedicated Officer Walt Heaton to assist during the morning rush hour, Monday through Thursday. Officer Heaton's presence is one of the keys to how this potentially chaotic traffic situation is kept orderly and smooth. There are also citizen volunteers, wearing proper safety vests, who assist with the operation. Some of these volunteers have been assisting the school in this way for more than 10 years providing consistent

[40] *It Takes a Village: Easing Traffic Congestion around Barron Early Childhood School*, Plano Texas Police Department, www.popcenter.org/library/awards/goldstein/2004/04-31(F).pdf

application of the plan. During observation, it was noted that drivers were very courteous, obeyed the speed limit, and never drove on the shoulder. This collaboration between the Village, Corrales Elementary School staff, the volunteers, and the drivers themselves has established a safe environment for the students and their parents. Some elements that are key to Corrales' success are as follows:

- Strong law enforcement presence; Officer Heaton frequently carries a radar gun with him when managing the cross walk.
- Motorists are familiar with the plan, which has been implemented in a consistent ongoing manner; they are aware of the school zone.
- Corrales road is two-lane road making it nearly impossible to speed during congested times.
- Citizen volunteers who are both knowledgeable and dedicated to safety.
- Good visibility of signage and the safety beacon.

Above: Officer Walt Heaton deploys a radar gun while standing in the crosswalk in front of Corrales Elementary School

Recommended Strategies

Public School Traffic Study Procedures

The procedures identified in this document are intended to be used as a decision making tool by local governments and the NMDOT when analyzing the impacts of public school operations on the transportation system. Through the consistent application of these procedures, local governments and the NMDOT can work with school districts and charter schools to minimize transportation impacts of public school facilities and protect and promote safety for school children, the surrounding neighborhoods and the traveling public. The funding of improvements identified through the use of these procedures is up to negotiation between the local governments, the NMDOT, and the developers of the school site.

Need for a Study

A study is required when one or more of the following conditions are met:

1. Planned construction of a new school or the proposed occupancy or re-use of an existing facility is being proposed.
2. Major improvements to an existing school that results in an increase in the school enrollment.
3. Planned construction of a school or a major school-related facility, such as a sports stadium, or facilities that are being renovated in which the capacity of the existing facility is being increased.

A traffic study will not be required when improvements are being done at a public school or school related facility that generates no additional usage that would lead to an increase in trips generated; however, any access or safety-related issues should be addressed by the school or district in all cases.

Scoping Meeting

When a new or existing facility is proposed for a school or school-related use, a school district or charter school developing the school site shall schedule a meeting with the traffic section/department of the agency having jurisdiction. The purpose of the meeting is to begin the dialogue regarding the traffic study requirements and procedures. The meeting will also be used to review the school facility access onto the adjacent roadway system.

The scoping meeting shall be used to answer the following questions:

1. What is the size of the school or school related facility? What will the size of enrollment be?
2. Is a traffic study required?
3. If so, what should be the level of the traffic study? For any improvements that result in a minor traffic increase, a site evaluation and safety analysis may be all that is required.
4. What other agencies should be involved? It may be necessary to include other agencies if it is determined that impacts from the school traffic will have an adverse impact on the agencies roadway system.

5. What are the study limits? The scoping meeting will be used to establish the extent of the study area that will be required. The extent of the study limits will be generally proportional to the number of trips that are generated at the site.
6. Has the school district or charter school budgeted for on-site parking and circulation and reasonable off-site roadway improvements? This is essential to avoid congestion in the area surrounding the new school facility once it is opened. It is easier to budget for improvements rather than react to traffic problems once they occur.
7. Are planned improvements identified in the Transportation Improvement Program (TIP) or in a local government's Capital Improvement Plan (CIP)?

Traffic Study Thresholds

There are two tiers of traffic studies that will be required in conjunction with school construction, school improvements, and school-related facility improvements. The current version of the *Institute of Transportation Engineers (ITE) Trip Generation Manual* shall be used to estimate the number of trips that will be generated by the proposed school facility development. The local agencies and the NMDOT will make a determination of which ITE time period(s) need to be analyzed (AM Peak Hour, Peak Hour of the Adjacent Facility 4-6 PM, or PM Peak Hour). The two study levels are as follows:

1. **Site Traffic Analysis (STA).** The results of improvements are expected to generate between 25 to 100 trips for any of the ITE time periods.
2. **Traffic Impact Analysis (TIA).** The results of improvements are expected to generate 100 or more trips for any of the ITE time periods.

Traffic Study Requirements

The traffic study must be prepared by a NM registered, licensed engineer. The study will be conducted during the following:

1. When a property is identified for development as a public school or school-related facility. This can be in the form of new construction or the re-purposing of an existing facility for another educational purpose. This will allow both the school district and/or the local agency to program the amount of funding that will be needed to mitigate those impacts of the increased traffic that is generated by the school facility.
2. When physical improvements are being considered at an existing school facility that will allow for greater utilization of the site.

The study shall include and be in compliance with the following requirements:

1. **Project Description.** The study shall provide an overview of the school project(s), the type and size of facilities being constructed, phasing and schedule, vehicle and pedestrian circulation, parking facilities, school enrollment, number of employees, school hours, and number of school buses and students expected to arrive and depart from the facility. Pedestrian and bicycle travel will be included in the analysis.
2. **Trip Generation.** The study shall use the *ITE Trip Generation Manual*, current edition to establish the number of trips to and from the site. The local reviewing agency may elect to use local rates in lieu of the ITE trip generation rates as long as historical data

justifying the rate can be provided. If the school elects to contest the rates, then they can sponsor their own study based on traffic, pedestrian, and bicycle counts at their schools.

3. **Study Area.** The number of signalized and un-signalized intersections that will need to be included on the study shall be established at the initial scoping meeting. The study area shall include identification of the roadway facilities leading to the school, functional classification, and their designation on the Long Range Roadways System Map. It should indicate if there are any planned roadway improvements identified in the current TIP or local government CIP. It shall include a description of pedestrian and bicycle routes to school. If the adjacent routes include bike lanes or routes on the Long Range Bikeways Plan, they shall be included.
4. **Access to the Site.** The access to the school facility shall be proposed at the scoping meeting. The school agency and the public agency shall agree on the number and location of the proposed driveways. The study shall document what improvements need to be made in conjunction with the site access to maintain traffic operation and safety for all modes of travel in the vicinity of the access.
5. **Site Circulation.** The school agency shall provide a site location at the time of the initial scoping meeting so that it can be reviewed for compatibility with the adjacent roadway system. A site circulation plan shall be submitted after the local jurisdiction's comments from the scoping meeting are incorporated. The site circulation plan shall show driveway access; parking for employees, parents, students, and visitors; separate parent and school bus drop-off and loading; Americans with Disabilities Act (ADA) facilities; pedestrian crosswalks; walkways; and bicycle facilities.
6. **Traffic Counts.** Existing and projected traffic counts shall be included in the study. Existing counts shall not be more than three years old. Counts shall in compliance with the New Mexico Traffic Monitoring Standards. The projected traffic counts shall be provided for the build year. Existing and projected traffic volumes may be obtained from the MRCOG. Any intersection counts that are required for the study shall be in conformance with the local agencies' traffic counting standards. Counts shall include vehicle type (cars, trucks, and buses) and non-motorized modes (pedestrians and bicyclists).
7. **Trip Distribution.** The report shall include a diagram that shows the trip distribution over the roadway network. The trip distribution shall be approved by the local agency before any of the analysis is performed.
8. **Traffic Analysis Periods.** The school site developer shall disclose what the peak generation period is. At a minimum, the AM and PM peak hour, school peak hour, and peak hour of the adjacent facility 4 to 6 PM, analysis shall be performed on all signalized and un-signalized intersections within the study area. For sporting facilities, the PM peak shall be determined at the coordination meeting. If the reviewing agency decides that the analysis of any of these time periods is not warranted, then the analysis for that period may be waived.
9. **Background Growth Rate.** The background growth rate shall be approved by the reviewing agency prior to the commencement of the study. The growth rate will be used to forecast the traffic counts for the build year. The traffic study preparer shall use a five-

year historical growth rate based on standard data from the MRCOG. If not available, five-year historical growth rate based upon MRCOG Traffic Flow Maps may be used. The minimum growth rate range allowed is 1–2%.

10. **Safety Study.** A safety study for the area in the vicinity of the proposed school facility shall be conducted and included in the final copy of the traffic study. A three- to five-year history of crashes in the study area shall be provided and sufficient details (time, location, etc.) to determine if the crashes were school traffic-related. The safety study shall consider traffic controls such as, but not limited to, calming devices, signage in the vicinity, pedestrian crosswalks, and beacons.
11. **Study Analysis Software.** The preparer of the traffic study shall perform a traffic study utilizing software that is adopted by the local reviewing agency.
12. **Public Transit.** The report shall include map of public transit routes, along with associated schedules, that can potentially provide service to the school facility.
13. **Draft Traffic Study Report.** Electronic copies of the draft shall be provided to the local agency, the NMDOT and any other affected agencies.
14. **Final Traffic Study Report.** The final report shall be signed and sealed by the licensed engineer and be in compliance with the reviewing agency standards. Reviewing agencies and the NMDOT shall be provided with the electronic version of the final report. Additional hard copies shall be provided on request.

Off-site Improvements

The traffic study shall provide recommendations to address how the traffic impacts for all modes of travel shall be mitigated. This can include improvements at the school or school-related facility site or improvements along the existing roadway network leading into or out of the site. These may include but are not limited to the following:

- Intersection improvements including signalization and lighting
- Turning lanes
- Traffic calming devices
- Signage and markings
- Pedestrian crossing markings and beacons
- Sidewalks
- Bike lanes

The traffic study shall also address Safe Routes to School and other modes of transportation to and from school such as cycling. The study shall provide recommendations to improve walking and biking to school. Programmatic and non-infrastructure projects such as those identified in the *Safe Routes to School Guide*[41] shall be included.

[41] *Safe Routes to School Guide*, University of North Carolina, Highway Safety Research Center with support from the National Highway Transportation Safety Administration, Federal Highway Administration, Centers for Disease Control and Prevention, and the Institute of Transportation Engineers: www.saferoutesinfo.org.

Funding of Improvements

Once the off-site improvements are identified, the school district, the public agencies, and other interested parties shall work cooperatively to determine which entity or entities will seek the required funding to complete all on- and off-site roadway improvements that are required to address the traffic impacts that are generated by the proposed school related improvement on the roadway network. Ultimately, funding of improvements can be achieved through the following mechanisms:

1. The school district or charter school adds it to its future CIP
2. The local entity adds it to its future CIP
3. Legislative capital outlay
4. Federal funding is identified in the TIP

Future School Site Planning

A proactive long-range strategy to solving school transportation problems will require top level cooperation and collaboration between school districts and state and local government agencies. A School Transportation Infrastructure Task Group should be formed and should consist of school district superintendents, mayors, county managers, and the NMDOT District Engineer.

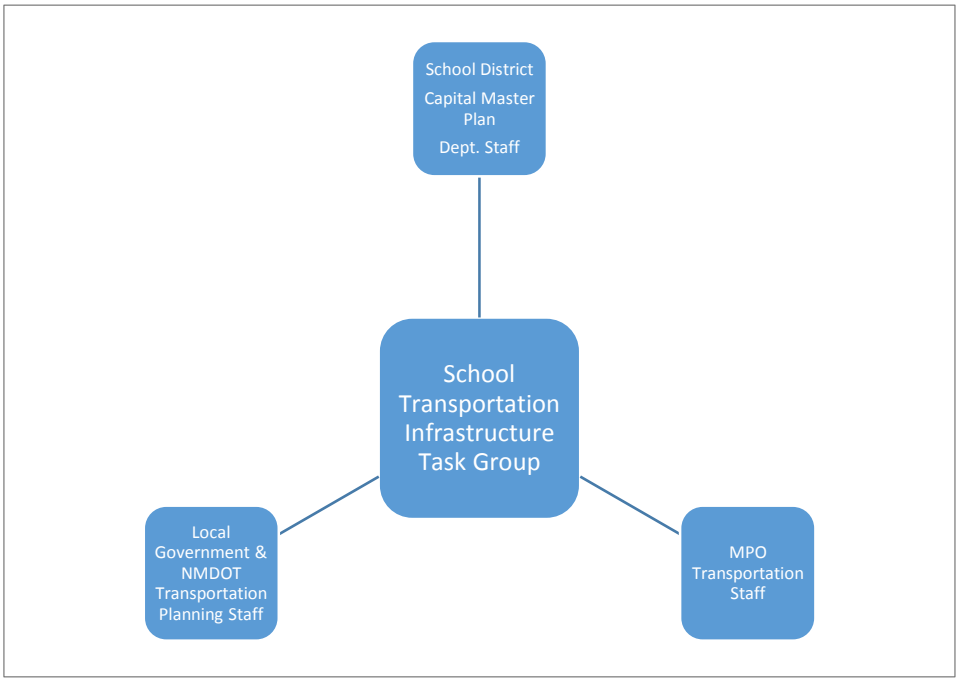


Figure 2. Task Group Organization

The task group meetings should take place prior to the bi-annual TIP cycle. The TIP is a six-year program that coincides with the school districts' and local governments' CIP. The task group's purpose is to identify opportunities to apply Federal, local, and school district funds in a coordinated manner to improve network connectivity and access to planned future school sites. A task group such as this would optimally operate within the framework of the MRCOG. The task

group would operate similarly to other boards and committees in place. Local government, school district, MRCOG, and NMDOT staff would provide input to the process. The task group recommendations would be made to the Transportation Program Task Group (TPTG) and Transportation Coordination Committee (TCC) for consideration during the TIP process.

The Role of the MRCOG

The Metropolitan Transportation Board should consider a policy to program a percentage of TAP and possibly Surface Transportation Program-Urban (STP-U) funds for Safe Routes to School infrastructure and non-infrastructure projects. The reasoning for setting a target percentage is that many of these projects would not compete well under the criteria currently used by the TPTG and TCC when programing TAP and STP-U projects.

It is strongly recommended that the MRCOG create a Safe Routes to School Program and create a dedicated full-time position of Safe Routes to School Coordinator. This individual would coordinate the Safe Routes to School program; be the team leader when forming plans for specific schools; assist in bicycle and pedestrian safety audits; review applications for TAP, STP-U, or other funding; and make recommendations to the regional transportation committees and policy board.

Infrastructure projects could include sidewalks adjacent to schools or in locations key to providing safe access to schools, intersection improvements, safe crossing enhancements such as High-intensity Activated crossWalK (HAWK) signals, and traffic calming projects. Non-infrastructure projects could include producing school walking and biking route maps and other informational materials, school on-site and off-site transportation coordination efforts, walking and bicycling audits, and other eligible projects. These would not only help alleviate traffic and safety projects around schools but, by encouraging walking and biking, foster physical fitness and combat the upward trend in childhood obesity.

Another suggestion is to begin a program similar to the Texas Department of Transportation's "Precious Cargo Program" described earlier in this report. Transportation professionals from local jurisdictions and the NMDOT could provide no-cost reviews for locational and site plan adequacy for new schools.

The NMDOT requires local jurisdictions to prepare and update their ADA Transition Plans by December 2017. This provides an opportunity to evaluate sidewalks, crosswalks and trail facilities, that serve local schools, for pedestrian connectivity as well as ADA compliance.

Agency Outreach

There were a total of twenty-seven (27) agencies identified in the project scope. There are five (5) school districts, twenty-one (21) local governments, and the New Mexico Department of Transportation. Project information and questionnaires were sent to each entity. Local governments and the NMDOT were asked about jurisdictional issues and about existing processes affecting school construction or implementation of school vehicular and non-vehicular traffic plans. School districts were queried on issues such as site selection criteria, adequacy standards, traffic study requirements, fund/expenditure restrictions, and historical off-site infrastructure construction. Fifteen (15) of the twenty-seven (27) entities responded to the questionnaire as shown in the table below.

Table 3

Government Entity/School District	Returned Survey
Village of Los Ranchos	x
Bernalillo County	x
City of Albuquerque	x
Town of Bernalillo	x
Village of Bosque Farms	x
Village of Corrales	x
Village of Los Lunas	
NMDOT	x
City of Belen	
City of Rio Rancho	x
City of Rio Communities	
Cochiti Pueblo	
Isleta Pueblo	x
Sandia Pueblo	
Laguna Pueblo	x
Sandoval County	x
Valencia County	
Village of Tijeras	
Santa Ana Pueblo	
Town of Peralta	
San Felipe Pueblo	x
Santo Domingo Pueblo	x
Albuquerque Public Schools	x
Rio Rancho Public Schools	
Bernalillo Public Schools	
Belen Consolidated School District	x
Los Lunas Public Schools	

Conversations with contact persons from the smaller entities indicated there have been little or no problems within these communities related to school traffic. In several cases, there was only a single elementary school within an entity's boundaries, which had been there for several years. This could explain the lower response rate from smaller entities.

Bibliography

Albuquerque City Council Bill 0-13-61
Attorney General Opinion 05-03, Sally Malave to Representative Jeanette O. Wallace, July 7, 2005
Bernalillo County 2014 Traffic Impact Analysis Guidelines, Section 1.0
Chapter 22, Article 20, Section 1, New Mexico Statutes Annotated (NMSA) 1978
City of Phoenix Street Transportation Department: Student Pick-up and Drop-off Guidelines, https://www.phoenix.gov/streets
Corrales Village Code, Chapter 18, Section 38
Creation of the Department of Transportation, Section 67-3-6, NMSA 1978
Development Process Manual, Chapter 23, Section 8
https://curriculum.madison.k12.wi.us/files/tnl/STSCommittee_evaluationForm.pdf
It Takes a Village: Easing Traffic Congestion around Barron Early Childhood School, Plano Texas Police Department, www.popcenter.org/library/awards/goldstein/2004/04-31(F).pdf
New Mexico Public School Adequacy Planning Guide, July 15th, 2010 Edition Including Change No.4, dated August 28, 2013
NM Constitution Article IX, Sec. 11. [School district indebtedness; restrictions.]
NMDOT Sate Access Management Manual, 2001
"Public School Building Act," SB 33, Section 22-26-3, NMSA 1978
"Public School Capital Improvements Act," SB 9, Section 22-25-1, NMSA 1978
"Public School Capital Outlay Act," Section 22-24-1, NMSA 1978
"Public School Capital Outlay Act," Section 22-24-5 NMSA 1978
Rio Rancho Development Process Manual-Transportation, Volume II-3
Safe Routes to School Briefing Sheets, http://www.ite.org/safety/
Safe Routes to School Guide, University of North Carolina, Highway Safety Research Center with support from the National Highway Transportation Safety Administration, Federal Highway Administration, Centers for Disease Control and Prevention, and the Institute of Transportation Engineers: guide.saferoutesinfo.org
Safe Routes to School Guide, University of North Carolina, Highway Safety Research Center with support from the National Highway Transportation Safety Administration, Federal Highway Administration, Centers for Disease Control and Prevention, and the Institute of Transportation Engineers: www.saferoutesinfo.org.
"State Highway Access Management Requirements," NMAC Title 18, Chapter 31, Part 6
"Statewide Adequacy Standards," New Mexico State Administrative Code, Title 6, Chapter 27, Part 30
Steps for Developing a School Traffic Safety Plan,
https://curriculum.madison.k12.wi.us/node/869
Texas Transportation Institute: Precious Cargo Program, Texas A&M University, http://tti:tamu.edu/docucments/0-4286-3.pdf
The National Partnership for the National Center for Safe Routes to School: The Role of MPOs in Advancing Safe Routes to School through the Transportation Alternatives Program
Traffic Operations and Safety at Schools, http://tti:tamu.edu/documents/0-4286-2.pdf, Texas Transportation Institute, Texas A&M University System College Station
"Transportation," Bernalillo County Code, Chapter 74, Section 74-103

Attachment 1: Joint Powers Agreement Between the New Mexico Regulation and Licensing Department and the City of Albuquerque

JPA No. _____

JOINT POWERS AGREEMENT
BETWEEN THE
NEW MEXICO REGULATION AND LICENSING DEPARTMENT
AND
CITY OF ALBUQUERQUE

THIS AGREEMENT is made and entered into between the CONSTRUCTION INDUSTRIES DIVISION (CID) of the New Mexico REGULATION AND LICENSING DEPARTMENT (RLD; RLD and CID are referred to collectively herein as RLD/CID) and the political subdivision of the State of New Mexico known as City of Albuquerque (NMPS), pursuant to the Joint Powers Agreements Act, Sections 11-1-1, et seq. NMSA, 1978 (the Act). The common power to be exercised is as set forth in this Agreement.

WHEREAS, RLD/CID and NMPS are public agencies, as defined in the Act, and are authorized by law to enter into this Agreement; and

WHEREAS, pursuant to the Construction Industries Licensing Act (CILA), NMSA, 1978, § 60-13-44 E. the general construction bureau of RLD/CID shall have the right of review of all specifications of public buildings and the responsibility to ensure compliance with construction standards adopted by RLD/CID; and

WHEREAS, NMPS is a municipality as defined in NMSA, 1978, § 3-1-2 G., and has by ordinance adopted the conditions, provision, limitations and terms of a building code pursuant to its powers under NMSA, 1978, § 3-17-6 A (3); and

WHEREAS, pursuant to NMSA, 1978, § 3-18-6 A. (4) and C. (1), a municipality has exclusive jurisdiction over building permits issued by the municipality except with respect to construction specifically exempted by the CILA; and

WHEREAS, pursuant to NMSA 1978, § 60-13-27, the Director of CID may authorize the investigation of code violations or activities of licensees or others that constitute violations of NMSA 1978, § 60-13-23, 24 or 36; and

WHEREAS, RLD/CID and NMPS desire to enter into this Agreement in order to effectuate administrative efficiency in the regulation of public buildings located within the geographical boundaries of NMPS, which are not owned by the State of New Mexico.

NOW THEREFORE IT IS MUTUALLY AGREED BETWEEN THE PARTIES THAT THE REGULATION OF PUBLIC BUILDINGS LOCATED WITHIN THE GEOGRAPHICAL BOUNDARIES OF NMPS, WHICH ARE NOT OWNED BY THE STATE OF NEW MEXICO, NMPS SHALL BE ACCOMPLISHED AS FOLLOWS:

1. AUTHORIZATION. NMPS is hereby granted the authority to regulate the construction of public buildings located within its geographical boundaries, which are not owned by the State of New Mexico, subject to the terms and conditions set forth herein.

2. PREREQUISITES.

   a. NMPS warrants and represents that, within three (3) years following the execution of this Agreement, it shall be evaluated by an independent, nationally recognized accreditation agency, satisfactory to RLD/CID, and such evaluation must meet minimum standards to be established by RLD/CID.

   b. NMPS warrants and represents that it has now, and shall at all times relevant to this Agreement maintain, a full-service permitting and inspection program and does and shall employ full-time plan review personnel and electrical, mechanical, and general construction inspectors who are certified by the International Conference of Building Officials, or any other such certifying entity designated by RLD/CID, and the State of New Mexico throughout the term of this Agreement.

   c. If NMPS fails to maintain a full-service permitting and inspection program, or if it fails to employ the requisite inspectors as set forth in subparagraph 2.b, above, RLD/CID shall re-assume regulation of all public buildings located within the geographical boundaries of NMPS until such time as the deficiency is rectified by NMPS.

   d. NMPS shall require all work on structures within its jurisdiction to be conducted by contractors duly licensed pursuant to New Mexico state law, and shall require all such work to be properly permitted and inspected.

3. BUILDING STANDARDS. The building standards applied by NMPS must be the minimum State standards, as required by NMSA, 1978, § 3-17-6 A., and those standards must be enforced by NMPS.

4. COMPLAINTS. NMPS shall receive, process and resolve all complaints made in connection with the construction of any public building over which it exercises regulatory authority; provided, however, that the resolution of any such complaint shall not preclude action by RLD/CID or the Construction Industries Commission against any license or certification issued by CID, or against the holder of any such license or certification, pursuant to the Act. NMPS shall give CID prompt written notice of any complaint it receives against the holder of any such license or certification or work performed by him or her.

5. TRAINING AND MONITORING. RLD/CID will provide training and monitoring related to building code interpretation, application and enforcement with respect to any public building regulated by NMPS. Any determination by CID regarding

minimum code interpretation, application and enforcement shall take precedence over any conflicting interpretation, application or enforcement by NMPS.

6. TERM. This Agreement shall not become effective until approved by the secretary of the New Mexico Department of Finance and Administration (DFA). This Agreement shall continue indefinitely until terminated pursuant to the terms hereof or by operation of law.

7. TERMINATION. This Agreement may be terminated by either party upon delivery of written notice to the other at least thirty (30) days prior to the effective date of termination. By such termination, neither party may nullify or avoid any obligation required to have been performed prior to the effective date of termination.

8. SUBCONTRACTING AND ASSIGNMENT. NMPS may not subcontract any portion of the services to be performed by it pursuant to this Agreement, assign this Agreement, or obligate itself in any manner to any third party with respect to any rights or responsibilities under this Agreement, without the prior written consent of RLD/CID.

9. RECEIPTS AND DISBURSEMENTS. NMPS shall be strictly accountable for receipts and disbursements relating hereto and shall make all relevant financial records available to RLD/CID, DFA, the New Mexico State Auditor, and the federal funding agency upon request, and shall maintain all related records for three (3) years after this Agreement has expired or has been terminated.

10. EQUAL OPPORTUNITY COMPLIANCE. NMPS agrees to abide by all federal rules and regulations pertaining to equal opportunity. In accordance with those laws and the regulations issued pursuant thereto, NMPS agrees to assure that no person in the United States shall, on the grounds of race, color, national origin, sex, sexual preference, age or handicap, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in performance of this Agreement.

11. AMENDMENT. This Agreement may not be altered, changed, or amended except by instrument in writing executed by the parties hereto and approved by the Secretary of the New Mexico Department of Finance and Administration.

12. WAIVER. No waiver of any breach or term or condition of this Agreement shall constitute a waiver of any other term or condition of this Agreement, or a subsequent waiver of the same breach or term or condition. No waiver of any term or condition of this Agreement shall be valid or binding unless in writing and signed by the party alleged to have granted the waiver.

13. GOVERNING LAW. This Agreement and the interpretation hereof shall be governed by the laws of the State of New Mexico pertaining to such agreements.

14. MERGER OF PRIOR AGREEMENTS. This Agreement incorporates all of the conditions, agreements and understandings between the parties concerning the subject matter hereof, and all such conditions, agreements and understandings have been merged into this Agreement. No prior condition, agreement, or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

15. ~~HOLD HARMLESS~~ Liability 5/7/01. Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act.

IN WITNESS WHEREOF, the parties have herein below set their respective hands.

STATE OF NEW MEXICO
REGULATION AND LICENSING
DEPARTMENT

By: Kelly S. Ward
Title: Superintendent
Date: 5-02-01

THE CITY OF ~~ALBUQUERQUE~~

By:
Title:
Date: 4-26-01

CONSTRUCTION INDUSTRIES
DIVISION

By: Robert M. Utter
Title: Director
Date: 5-2-2001

APPROVED:

STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND
ADMINISTRATION

By:
Title: Deputy Secretary 5/7/01
Date: 5/7/01

Attachment 2: Joint Powers Agreement Between the New Mexico Regulation and Licensing Department and Bernalillo County

03/23/01 10:49 FAX 5058277045 CID 002

REGULATION & LICENSING DEPARTMENT
STATE OF NEW MEXICO

Gary E. Johnson
GOVERNOR
Kelly S. Ward
SUPERINTENDENT
Jack E. Thompson
DEPUTY SUPERINTENDENT

725 St. Michael's Drive 87505
P.O. Box 25101 Santa Fe, New Mexico 87504-5101
(505) 827-7000

March 23, 2001

Mr. Tobias Perea, Building Code Manager
Department of Zoning, Building and Planning
Bernalillo County
600 2nd Street, NW, Suite 400
Albuquerque, New Mexico 87102

Re: Joint Powers Agreement – Public Buildings

Dear Mr. Perea:

Enclosed please find three signature copies of the above-referenced joint powers agreement between the Department of Regulation and Licensing and the County of Bernalillo. The agreement reflects the changes requested by Bernalillo County and is in final form. Understanding that the agreement must upon approval by the appropriate governmental body, if you will return all three copies properly executed on behalf of the County, we will secure the required signatures on behalf of the State, and forward a fully-executed copy for your files.

As always, if you have any questions in this regard, please contact me or Kate Baca.

Very truly yours,

Robert M. Unthank

Robert M. Unthank, Director
Construction Industries Division

xc: Kathleen Baca, General Counsel, CID

JOINT POWERS AGREEMENT
BETWEEN THE
NEW MEXICO REGULATION AND LICENSING DEPARTMENT
AND
BERNALILLO COUNTY

THIS AGREEMENT is made and entered into between the CONSTRUCTION INDUSTRIES DIVISION (CID) of the New Mexico REGULATION AND LICENSING DEPARTMENT (RLD; RLD and CID are referred to collectively herein as RLD/CID) and the political subdivision of the State of New Mexico known as Bernalillo County (NMPS), pursuant to the Joint Powers Agreements Act, Sections 11-1-1, et seq. NMSA, 1978 (the Act). The common power to be exercised is as set forth in this Agreement.

WHEREAS, RLD/CID and NMPS are public agencies, as defined in the Act, and are authorized by law to enter into this Agreement; and

WHEREAS, pursuant to the Construction Industries Licensing Act (CILA), NMSA, 1978, § 60-13-44 E. the general construction bureau of RLD/CID shall have the right of review of all specifications of public buildings and the responsibility to ensure compliance with construction standards adopted by RLD/CID; and

WHEREAS, NMPS is a County as defined in NMSA, 1978, § 12-6-2., and has by ordinance adopted the conditions, provision, limitations and terms of a building code pursuant to its powers under NMSA, 1978, § 4-37-1; and

WHEREAS, pursuant to NMSA, 1978, § 3-18-6 A. (4) and C. (1), a municipality has exclusive jurisdiction over building permits issued by the municipality except with respect to construction specifically exempted by the CILA; and

WHEREAS, pursuant to NMSA 1978, § 60-13-27, the Director of CID may authorize the investigation of code violations or activities of licensees or others that constitute violations of NMSA 1978, § 60-13-23, 24 or 36; and

WHEREAS, RLD/CID and NMPS desire to enter into this Agreement in order to effectuate administrative efficiency in the regulation of public buildings located within the geographical boundaries of NMPS, which are not owned by the State of New Mexico.

NOW THEREFORE IT IS MUTUALLY AGREED BETWEEN THE PARTIES THAT THE REGULATION OF PUBLIC BUILDINGS LOCATED WITHIN THE GEOGRAPHICAL BOUNDARIES OF THE UNINCORPORATED AREA OF THE COUNTY, WHICH ARE NOT OWNED BY THE STATE OF NEW MEXICO, NMPS SHALL BE ACCOMPLISHED AS FOLLOWS:

1. AUTHORIZATION. NMPS is hereby granted the authority to regulate the construction of public buildings located within its geographical boundaries, which are not owned by the State of New Mexico, subject to the terms and conditions set forth herein.

2. PREREQUISITES.

   a. NMPS warrants and represents that, within three (3) years following the execution of this Agreement, it shall be evaluated by an independent, nationally recognized accreditation agency, satisfactory to RLD/CID, and such evaluation must meet minimum standards to be established by RLD/CID.

   b. NMPS warrants and represents that it has now, and shall at all times relevant to this Agreement maintain, a full-service permitting and inspection program and does and shall employ full-time plan review personnel and electrical, mechanical, and general construction inspectors who are certified by the International Conference of Building Officials, or any other such certifying entity designated by RLD/CID, and the State of New Mexico throughout the term of this Agreement.

   c. If NMPS fails to maintain a full-service permitting and inspection program, or if it fails to employ the requisite inspectors as set forth in subparagraph 2.b, above, RLD/CID shall re-assume regulation of all public buildings located within the geographical boundaries of NMPS until such time as the deficiency is rectified by NMPS.

   d. NMPS shall require all work on structures within its jurisdiction to be conducted by contractors duly licensed pursuant to New Mexico state law, and shall require all such work to be properly permitted and inspected.

3. BUILDING STANDARDS. The building standards applied by NMPS must be the minimum State standards, as required by NMSA, 1978, § 3-17-6 A., and those standards must be enforced by NMPS.

4. COMPLAINTS. NMPS shall receive, process and resolve all complaints made in connection with the construction of any public building over which it exercises regulatory authority; provided, however, that the resolution of any such complaint shall not preclude action by RLD/CID or the Construction Industries Commission against any license or certification issued by CID, or against the holder of any such license or certification, pursuant to the Act. NMPS shall give CID prompt written notice of any complaint it receives against the holder of any such license or certification or work performed by him or her.

5. TRAINING AND MONITORING. RLD/CID will provide training and monitoring related to building code interpretation, application and enforcement with respect to any public building regulated by NMPS. Any determination by CID regarding

minimum code interpretation, application and enforcement shall take precedence over any conflicting interpretation, application or enforcement by NMPS.

6. TERM. This Agreement shall not become effective until approved by the secretary of the New Mexico Department of Finance and Administration (DFA). This Agreement shall continue indefinitely until terminated pursuant to the terms hereof or by operation of law.

7. TERMINATION. This Agreement may be terminated by either party upon delivery of written notice to the other at least thirty (30) days prior to the effective date of termination. By such termination, neither party may nullify or avoid any obligation required to have been performed prior to the effective date of termination.

8. SUBCONTRACTING AND ASSIGNMENT. NMPS may not subcontract any portion of the services to be performed by it pursuant to this Agreement, assign this Agreement, or obligate itself in any manner to any third party with respect to any rights or responsibilities under this Agreement, without the prior written consent of RLD/CID.

9. RECEIPTS AND DISBURSEMENTS. NMPS shall be strictly accountable for receipts and disbursements relating hereto and shall make all relevant financial records available to RLD/CID, DFA, the New Mexico State Auditor, and the federal funding agency upon request, and shall maintain all related records for three (3) years after this Agreement has expired or has been terminated.

10. EQUAL OPPORTUNITY COMPLIANCE. NMPS agrees to abide by all federal rules and regulations pertaining to equal opportunity. In accordance with those laws and the regulations issued pursuant thereto, NMPS agrees to assure that no person in the United States shall, on the grounds of race, color, national origin, sex, sexual preference, age or handicap, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in performance of this Agreement.

11. AMENDMENT. This Agreement may not be altered, changed, or amended except by instrument in writing executed by the parties hereto and approved by the Secretary of the New Mexico Department of Finance and Administration.

12. WAIVER. No waiver of any breach or term or condition of this Agreement shall constitute a waiver of any other term or condition of this Agreement, or a subsequent waiver of the same breach or term or condition. No waiver of any term or condition of this Agreement shall be valid or binding unless in writing and signed by the party alleged to have granted the waiver.

13. GOVERNING LAW. This Agreement and the interpretation hereof shall be governed by the laws of the State of New Mexico pertaining to such agreements.

30-day term clause

3

14. MERGER OF PRIOR AGREEMENTS. This Agreement incorporates all of the conditions, agreements and understandings between the parties concerning the subject matter hereof, and all such conditions, agreements and understandings have been merged into this Agreement. No prior condition, agreement, or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

15. ~~HOLD HARMLESS~~ Liability. Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act.

IN WITNESS WHEREOF, the parties have herein below set their respective hands.

STATE OF NEW MEXICO
REGULATION AND LICENSING
DEPARTMENT

By: Kelly S. Wolf
Title: Superintendent
Date: 5-02-01

BERNALILLO COUNTY
[See Supplemental Sheet]

By: _____
Title: _____
Date: _____

CONSTRUCTION INDUSTRIES
DIVISION

By: Robert M. Otten
Title: Director
Date: 5-02-2001

APPROVED:

STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND
ADMINISTRATION

By: [signature] 5/7/01
Title: Deputy Secretary
Date: 5/7/01

4

Done, this 27th day of March, 2001.

BOARD OF COUNTY COMMISSIONERS

Steve D. Gallegos, Chair

Tom Rutherford, Vice Chair

Tim Cummins, Member

Les Houston, Member

Ken Sanchez, Member

APPROVED AS TO FORM:

County Attorney

ATTEST:

for Mary Herrera, Clerk

Date: 3/27/01