

Lake Havasu MPO

METROPOLITAN PLANNING ORGANIZATION

Technical Advisory Committee (TAC) Meeting Tuesday, January 23, 2024



900 N. London Bridge Rd., Bldg. B
Lake Havasu, AZ 86404
(928)-453-2824

Disclaimer: This is not a legal document. Although much care was taken to ensure the accuracy of the information presented in this document, The Lake Havasu Metropolitan Planning Organization does not guarantee the accuracy of this information.

Jeff Thuneman, Lake Havasu City
(Chairman)
Steven Latoski, Mohave County
(Vice Chairman)
Will Randolph, ADOT
Todd Steinberger, ADOT
Roland Hulse, WACOG
Jess Knudson, Lake Havasu City
Ron Foggin, Lake Havasu City
Tim Walsh, Mohave County



900 London Bridge Road, Bldg. B
Meeting Room-A108
Lake Havasu City, AZ 86404
www.LHMPO.org

**TECHNICAL ADVISORY COMMITTEE (TAC)
MEETING**

Tuesday, January 23, 2024, 10:00 AM.

**In-person attendance is suspended for this Meeting.
This meeting will be held through technological means.**

Zoom Meeting ID: **543 061 1521** Call-in Information: **1-669-900-9128**

Shaded items are action items

1. **CALL TO ORDER (Jeff Thuneman)**
2. **ROLL CALL (Sarah Lojewski)**
3. **TITLE VI - NOTICE TO THE PUBLIC (Sarah Lojewski)**
4. **Call to the Public (Jeff Thuneman)**
5. **Approve the TAC Meeting Minutes of November 14, 2023**
Jeff Thuneman, TAC Vice-Chairman
6. **Signal Analysis & Modeling Study - Project Kick Off**
*Justin Hembree, LHMPO Director,
Anita Johari, PM & the Kimley-Horn Team*
7. **FY27-28 HSIP Call for Projects & Safety Plan Update**
*Justin Hembree, LHMPO Director,
Mike Blankenship & Josh Barger Greenlight Traffic Engineering*
8. **Director's Report**
Justin Hembree, LHMPO Director,
9. **ADOT District Engineer's Report**
Todd Steinberger, P.E. Northwest Assistant District Engineer
10. **ADOT Planner's Report**
Will Randolph, Regional Transportation Planner
11. **WACOG Transportation Report**
Roland Hulse, WACOG Transportation Manager

12. UPCOMING MEETING SCHEDULE

- LHMPO Executive Board Meeting: **February 13, 2024, 10:00 AM**
- LHMPO TAC Meeting: **March 26, 2024, 10:00 AM**

13. ADJOURN

Pursuant to Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and other nondiscrimination laws and authorities, LHMPO does not discriminate on the basis of race, color, national origin, sex, age, or disability. Persons that require a reasonable accommodation based on language or disability should contact LHMPO's Title VI Coordinator at hembreej@lhcaz.gov. Requests should be made as early as possible to ensure LHMPO has an opportunity to address the accommodation.

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In an effort to determine who attends our meetings and to improve participation in the planning process, the LHMPO ask that you please fill out the following voluntary survey:

https://docs.google.com/forms/d/e/1FAIpQLSfcVaS6fU1kTF_So2QoPfOsfDZjqlBpbTwqsl6HLwFxl5Xy-Q/viewform

En un esfuerzo por determinar quién asiste a nuestras reuniones y mejorar la participación en el proceso de planificación, la LHMPO le pide que complete la siguiente encuesta voluntaria:

<https://docs.google.com/forms/d/e/1FAIpQLSe6I7IM8eKcf9mxiJcUmuLMbpLfnQ3vWCNKbigDMW4CQXb0q/viewform>

Item #5

ACTION ITEM

TAC Meeting Minutes of November 14, 2023

TAC Chairman or TAC Vice-Chairman

Agenda Item # 5

**LAKE HAVASU MPO
REQUEST FOR ACTION**

SUBJECT: Action to Approve the Consent Agenda

SUBMITTED BY: Justin Hembree, Director

AGENDA TYPE: Recommended Approval

ATTACHMENTS:

Technical Advisory Committee meeting minutes of November 14, 2023

SUMMARY/BACKGROUND:

Technical Advisory Committee meeting minutes of November 14, 2023

ACTION OPTION:

Motion to approve November 14, 2023, Meeting Minutes

OR

Motion to approve November 24, 2023, Meeting Minutes, with noted changes.

RECOMMENDATION:

Motion to approve November 14, 2023, Meeting Minutes

Greg Froslic, Lake Havasu City
(Chairman)
Steven Latoski, Mohave County
(Vice Chairman)
Will Randolph, ADOT
Todd Steinberger, ADOT
Roland Hulse, WACOG
Jess Knudson, Lake Havasu City
Jeff Thuneman, Lake Havasu City
Tim Walsh, Mohave County



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**TECHNICAL ADVISORY COMMITTEE (TAC)
MEETING MINUTES**

Tuesday, November 14, 2023, 10:00 AM.

**In-Person Attendance is suspended for this Meeting.
This meeting will be held through technological means.**

Zoom Meeting ID: **543 061 1521** Call-in Information: **1-669-900-9128**

Shaded items are action items

1. **CALL TO ORDER (Steve Latoski)**
Chairman Greg Froslic called the meeting to order at 10:00 am
2. **ROLL CALL (Sarah Lojewski)**
Sarah Lojewski performed the Roll Call
Present: Vice-Chairman Steven Latoski, Members Will Randolph, Jess Knudson, Jeff Thuneman, Roland Hulse, Sam Massey for Todd Steinberger, and Matt Gunderson for Tim Walsh
3. **TITLE VI - NOTICE TO THE PUBLIC (Sarah Lojewski)**
Sarah Lojewski performed Title VI Notice to the Public.
4. **Call to the Public (Steve Latoski)**
There was no request from the public to address the TAC.
5. **Approve the TAC Meeting Minutes of September 26, 2023**
Roland Hulse motioned to approve the September 26, 2023, meeting minutes. Jeff Thuneman seconded the motion.
6. **2024 Officer Elections**
Jess Knudson motioned to approve the 2024 Officer Elections, Chairman Jeff Thuneman, Vice-Chair Steve Latoski, and members Todd Steinberger, Roland Hulse, Will Randolph, Jess Knudson, and Tim Walsh. Roland Hulse seconded the motion.
7. **2024 Meeting Schedule**
Jeff Thuneman motioned to approve the 2024 Meeting Schedule. Roland Hulse seconded the motion.
8. **Transportation Alternatives (TA) Grant Award Announcement-(Informational)**
Justin Hembree, LHMPO Director, announced to the TAC that the TA grant award scoping project has been tentatively approved.
9. **Signal Analysis & Modeling Study-(Informational)**

Justin Hembree, LHMPO Director updated the TAC on the signed PSA contract of the Signal analysis & modeling study. The notice to proceed has been sent to Kimley-Horn, and the MPO is working on the stakeholder's list for the kick-off meeting.

10. Carbson Reduction Program (CRP) -(Informational)

Justin Hembree, LHMPO Director reminded the TAC on the call for projects for the Carbon Reduction Program. CRP is a federal-aid highway funding program that funds projects designed to reduce transportation emissions. He explained the LHMPO apportionment for the area which is \$448,513.01 and gave examples of projects identified by the City the funds can be used for. Local agencies to submit CRP project applications to the MPO by March 15, 2024.

11. LHMPO/WACOG Safety Plan update

Mike Blakenship with Greenlight Traffic Engineering provided a WACOG / LHMPO safety plan presentation on crash data.

12. ADOT District Engineer's Report

Todd Steinberger, P.E. Northwest Assistant District Engineer was absent

13. ADOT Planner's Report

Will Randolph, Regional Transportation Planner

Subject: ADOT MPD Report

1. FY25-29 Five-Year Construction Program: District workshops were completed in the month of September. The P2P manager is working on incorporating workshop comments & project updates into the P2P List. The P2P process will prioritize all highway construction projects for consideration in ADOT's FY 2025-2029 Five-Year Construction Program.

2. ADOT SMART Program: Please continue to work with your local agencies to submit any applications for the SMART program. The website continues to be the host of useful information found at <https://azdot.gov/planning/grant-coordination/az-smart-fund>.

3. Federal Discretionary Grants: Please continue to visit USDOT's website or the ADOT grant coordination page <https://azdot.gov/planning/adot-grant-coordination-group> for the NOFOs and deadlines.

4. TA Program: The recommended list of projects was reviewed by the TAC on October 25th and will go to the State Transportation Board on November 17th. Please continue to visit the program website at <https://activetransportation.az.gov/transportation-alternatives-program>. The website has a recorded webinar, guidance, FAQs, and links to the application.

5. Off-System Bridge Programs: The call for projects has been sent out from ADOT LPA and applications will be due December 30th. The Casa Gr Canal Ext Br in Coolidge is listed as a high-priority project to include per FHWA and ADOT staff has notified the local agencies of other priority OSB bridges.

Status of ADOT studies:

1. Long Range Transportation Plan:

The LRTP was passed by the STB on 10/20/2023. For the review of the draft, LRTP ADOT received over 120 responses and 485 individual comments. In addition, at the 8/22/23 Statewide Virtual Meeting, 67 people attended and submitted 73 comments and questions. Public comments were reviewed and the draft went to the Governor's Office, ADOT Executive Leadership, and the STB mid-September. Please visit the ADOT LRTP webpage <https://www.adot2050plan.com> which hosts the plan documentation, and summary sheets (2-3 page bullet point reports of said working papers) and to provide comments.

2. Electric Vehicle Infrastructure Plan: The annual update of the NEVI plan received approval on September 30th as required per the Joint Office of Energy and Transportation. ADOT will be looking at conducting RFPs later this year or into 2024. For more information visit our EV plan website, and feel free to sign up to the mailing list to receive study updates by email and opportunities to provide input. <https://azdot.gov/planning/transportation-studies/arizona-electric-vehicle-program>

3. The Statewide Truck Parking Plan: The last stakeholder meeting occurred on October 3rd to discuss the undesignated parking analysis, implementation strategies, possible alternative materials for paving, and locations for potential truck parking expansions/conversions at existing ADOT facilities. The final report should be complete by the end of November 2023.

4. Statewide ITS Architecture Update: The prior 2018 project lists have been sent to local agencies for any updates to be implemented in the project list, with a few follow-ups to local agencies. ADOT provided its own project updates to the consultant from the last 2018 effort with new ones to be added in from the new ITS master plan. The data collection and interface reports were delivered to the ADOT project management team for review while looking at having the next stakeholder meeting on January 11th.

14. WACOG Transportation Report

Roland Hulse, WACOG Transportation Manager stated there is a final report from the WACOG regional transit implementation plan going out to the public.

15. UPCOMING MEETING SCHEDULE

- LHMPO Executive Board Meeting: **December 12, 2023, 10:00 AM**
- LHMPO TAC Meeting: **January 23, 2024, 10:00 AM**

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<https://docs.google.com/forms/d/e/1FAIpQLSe6I7IM8eKfcf9mxiJcUmuLmbpLfnQ3vWCNKbigDMW4CQXb0g/viewform>

Item #6

ACTION ITEM

Signal Analysis & Modeling Study

Project Kick-Off

Justin Hembree, LHMPO Director, Anita Johari PM & the Kimley Horn team



LHMPO TAC Meeting Agenda

Traffic Signal Analysis & Modeling Study

January 23, 2024

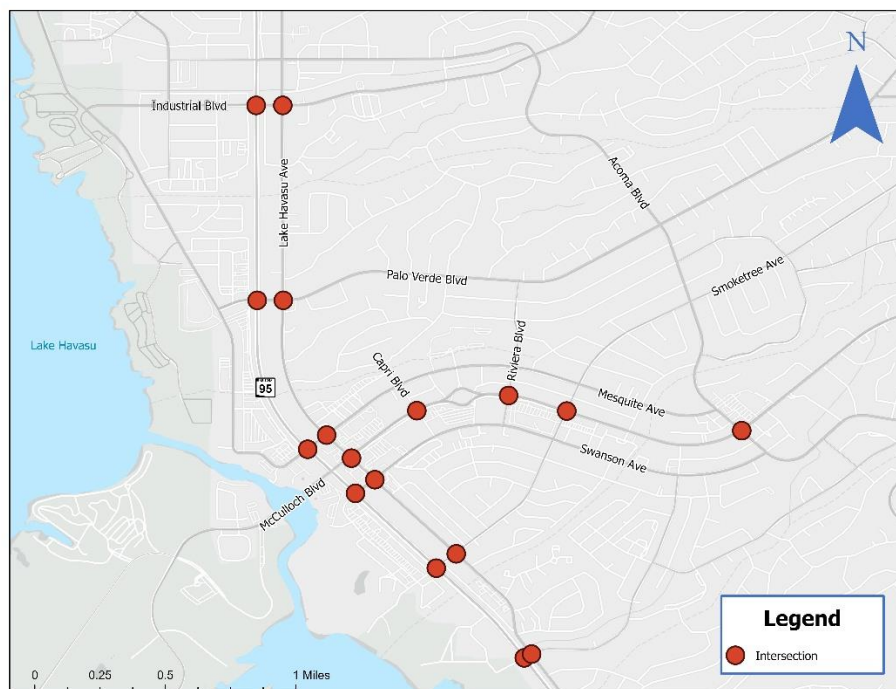
1. Introductions

2. Project Overview

- a. **Goals**
- b. **Schedule – 18 months**
- c. **Items or information needed from TAC**

3. Scope of Work

- a. **Data Collection**
- b. **Public Involvement Plan**
- c. **Signal Retiming**
- d. **Implementation**
- e. **Improvements Analysis & Recommendations**
- f. **Special Event Signal Timing**
- g. **Deliverables**



Project Intersections

Item #7

FY27-28 HSIP Call for Projects & Safety Plan Update

*Justin Hembree, LHMPO Director, Mike Blankenship & Josh Barger Greenlight
Traffic Engineering*

Highway Safety Improvement Program (HSIP)

Fiscal Year 2027 – 2028

Call-For-Projects Timeline:

Due Date:	Action Required:	Responsible Agency:
January 4, 2024	FY27-28 HSIP Call for Projects ADOT announced FY27-28 call-for-projects for the Highway Safety Improvement Program (HSIP). <i>*Email distributed by LHMPO to local agencies in early January.</i>	ADOT
January 18, 2024	ADOT Webinar Webinar to review HSIP program and procedural changes for the FY27-28 Call for Projects. https://meet.google.com/dsz-ycjf-mnp?hs=224 <i>*Calendar Invite included in the LHMPO email distributed to local agencies</i>	ADOT
February - April 2024	Draft Applications due to Local Agencies <ul style="list-style-type: none"> Greenlight TE will submit Draft applications to the local agencies for review & comment and make necessary amendments to the application before submitting them to LHMPO/ADOT for preliminary review. 	Greenlight TE & Local Agencies
May 1, 2024	Draft Applications due to Lake Havasu MPO <ul style="list-style-type: none"> Applications due to LHMPO to review and Program into TIP <i>*Projects programmed into the TIP will be considered to be in Parking-Lot Status</i> 	Greenlight TE, Local Agencies, & LHMPO
May 3, 2024	Draft Applications due to ADOT <ul style="list-style-type: none"> Applications due to ADOT Traffic Safety Section (TSS) for preliminary review (Cost Estimates & Eligibility) 	Greenlight TE & LHMPO
August -December 2024	Project Scoping Review & Comments <ul style="list-style-type: none"> ADOT Traffic Safety Section (TSS) & ADOT Consultant. After a preliminary review, the ADOT Consultant will meet with local agencies between August & December to refine/finalize the scope and will provide comments & revisions back to the applicants to address before final submittal. 	ADOT TSS, ADOT Consultant, Greenlight TE, & Local Agencies
December 16, 2024	Final Applications due to LHMPO <ul style="list-style-type: none"> Greenlight TE & Local member agencies will amend and finalize all applications, sign cover letters, and submit them to Lake Havasu MPO 	Local Agencies & Greenlight TE
December 18, 2024	Final Applications due to ADOT <ul style="list-style-type: none"> All HSIP applications MUST be submitted through the Lake Havasu MPO 	LHMPO
February 16, 2025	HSIP Safety Committee Meeting <ul style="list-style-type: none"> ADOT Review Panel to finalize HSIP Awards 	ADOT, COGs & MPOs
April 18, 2025	State Transportation Board (STB) Approval <ul style="list-style-type: none"> Final prioritized list of HSIP projects presented to the board for review and approval. 	State Transportation Board
May – June 2025	Eligibility Letters Issued by ADOT <ul style="list-style-type: none"> ADOT HSIP Program Manager will announce FY27-28 awards 	ADOT TSS

Justin Hembree

From: Justin Hembree
Sent: Monday, January 8, 2024 2:27 PM
Subject: ADOT Call-for-Projects - HSIP FY27/28
Attachments: FY27/28 HSIP Webinar; FY27-28 HSIP Application Timeline.docx

Tracking:	Recipient	Read
	Ron Foggin	
	Jeff Thuneman	
	Jess Knudson	
	Matt Gunderson (GundeM@mohave.gov)	
	Roland Hulse	
	Steven Latoski (latoss@mohave.gov)	
	Todd Steinberger	
	William Randolph	
	'Michael Blankenship (mikeb@greenlightte.com)'	
	Josh Barger	
	'Sarah Lojewski'	
	Sarah Lojewski	Read: 1/9/2024 6:57 AM

Good Afternoon, All,

Re: Highway Safety Improvement Program (HSIP)

ADOT Traffic Safety Section has officially released the call for FY27-28 HSIP projects; please see the email below for complete details.

We will discuss the ADOT call for HSIP projects at the upcoming January 23 Technical Advisory Committee (TAC) meeting.

Attached you will find the timeline for the FY27-28 call for projects, which outlines critical due dates. In addition, you will find a calendar invite to an upcoming ADOT webinar (<https://meet.google.com/dsz-ycjf-mnp?hs=224>) scheduled for January 18, 2024, to review the FY27-28 application requirements and overall updates to the program.

The following link will provide access to the updated Highway Safety Improvement Program Manual, application forms, and supporting materials:

<https://azdot.gov/business/transportation-systems-management-and-operations/operational-traffic-safety/arizona-highway>

Notable FY27 & 28 HSIP program changes include:

- Updated project naming conventions as defined in Appendix E of the updated HSIP manual.
- A preliminary project review and adjustment will begin on August 19, 2024, and will be performed by an ADOT consultant in coordination with the submitting agency.
- Minimum design cost of \$150,000 and minimum construction cost of \$500,000.

If you have questions regarding the Highway Safety Improvement Program and/or materials for the FY27/28 call-for-projects, please contact Larry Talley (ltalley@azdot.gov) or Mona Aglan-Swick (MAglan-Swick@azdot.gov) with ADOT TSS.

Thank you, and take care.

Justin Hembree

Executive Director | Lake Havasu MPO

Phone: (928) 453-2824

Mobile: (928) 279-0638

Email: hembreej@lhcaz.gov

Web: www.lhmpo.org

900 London Bridge Rd. Bldg. B | Lake Havasu City, AZ 86404

From: Larry Talley <ltalley@azdot.gov>

Sent: Thursday, January 4, 2024 7:48 AM

Subject: FY 27 & FY28 HSIP Call-for-Projects

To All Districts, RTES, COG/MPO and Tribal Transportation Partners:

The Arizona Department of Transportation (ADOT) Traffic Safety Section issuing a formal call for Highway Safety Improvement Program (HSIP) safety projects for SFY27 & SFY28 HSIP projects. Please distribute this message to your member agencies.

The call for projects is in support of the Transportation Performance Management (TPM) and the Arizona Strategic Traffic Safety Plan (STSP). To this end, the new call for projects will again focus on reducing fatalities and serious injuries on all public roads, projects submitted will be prioritized for statewide HSIP funds.

Changes to the HSIP Program (See HSIP Appendix A for details):

- FHWA project naming convention added (Appendix E)
- All potential applications will be reviewed by ADOT consultant and the consultant's fee has been added to the cost estimate
- ADOT will set-aside HSIP funds to cover potential construction cost increases on local 100% HSIP projects
- Design consultant's cost must be at least \$150,000 and the above the line construction phase must be at least \$500,000
- Arizona Tribal Safety Infrastructure Program (ATSIP) has been added
- Construction contingency has been increased to 40%

Anticipated HSIP Available Funds by FY: As of January 4, 2024

SFY27: \$32,700,000.00

SFY28: \$56,100,000.00

Below are the key dates for HSIP eligibility. (Detailed list of dates is on the HSIP webpage.)

1. An HSIP Webinar is scheduled for January 18, 2024, from 1:00 PM to 2:30 PM (Google Meet invitation attached to this email)
2. **Preliminary/Draft HSIP Applications due to COG/MPO no later than COB May 1, 2024**
3. **Preliminary/Draft HSIP Applications due to ADOT no later than COB May 3, 2024 - * MUST BE SUBMITTED THROUGH THE COG/MPO.**
4. Scoping review by ADOT Consultant August 19, 2024 – Consultant will meet with local agencies between August & December to refine/finalize the scope and begin preliminary design.

5. Final Applications due to ADOT TSS by COB December 18, 2024

6. Safety Review Committee will convene and rank/prioritize all applications by February 16, 2025
7. Final list of eligible projects submitted to PRB on March 18, 2025
8. Final list of eligible projects submitted to State Transportation Board on April 18, 2025
9. Eligibility/Award letter sent out to sponsoring agencies after approval of project by State Transportation Board

* Any HSIP application received after the deadline will not be processed. Please ensure that when applications are submitted to ADOT that the projects are placed in the associated COG/MPO TIP "Parking Lot" so that, if eligibility is approved, it can be added to TIP before the submission of the Project Initiation Request Letter to the ADOT LPA Section. If a Project Initiation Request Letter is received and the project is not programmed in the corresponding TIP, it will be returned unprocessed at the risk of the LPA not having it submitted before the deadline.

As with previous years, HSIP eligibility will be based on the minimum benefit to cost ratio at or above 2.5. Only fatal and suspected serious injury related crashes will be considered correctable. All state and local projects will be selected on the same funding levels with priority going to the projects with the highest benefit to cost ratios.

Because of the time between application and funding, ADOT strongly encourages applicants to consider low cost temporary safety countermeasures as interim safety treatments where such countermeasures exist and are practical to deploy.

Below is the link to the HSIP Manual, application and Appendixes updated 2023. Ensure that all HSIP applications submitted to ADOT are on the updated application form. If any application is received on a previous form, the application may be returned unprocessed.

If you are an LPA, all HSIP applications must be submitted through your COG/MPO or the application will not be considered. This will ensure that each project will appropriately be considered at the COG/MPO level before submission to ADOT. This will also ensure the ability for the projects to be placed in the associated TIP "Parking Lots" required for consideration. COG/MPO and State agencies must submit all applications to the HSIP Program Manager. In addition, ADOT strongly encourages applicants to contact ADOT staff for questions or application review prior to final submission date.

The HSIP Manual, HSIP Application and appendixes A,B,C & E (Appx. D is still in development) are available on the following ADOT webpage.

<https://azdot.gov/business/transportation-systems-management-and-operations/operational-traffic-safety/arizona-highway>

If you have questions please contact Mona Aglan-Swick at 602-712-7374 or myself at 602-712-7709.

Thank you.

--

Larry T. Talley
Traffic Safety Section
HSIP Manager
1615 W. Jackson St.
Phoenix, AZ 85007
602-712-7709
azdot.gov

Item #8

Director's Report

Justin Hembree, LHMPO Director

Item #9

ADOT District Engineer's Report (*Information Only*)

Todd Steinberger, ADOT NW District Engineer

Item #10

ADOT Planner's Report ***(Information Only)***

Will Randolph, ADOT MPD Planner

Item #11

WACOG Transportation Report ***(Information Only)***

Roland Hulse, WACOG Transportation Manager