

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
DECEMBER 19, 2013

Technical Members Present: Roshana Moojen, Alternate, City of Aztec
Teresa Brevik, City of Bloomfield
Cynthia Lopez, City of Farmington
Chico Quintana, Alternate, City of Farmington
Dave Keck, San Juan County

Technical Members Absent: Nica J. Westerling, City of Farmington

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

Staff Absent: Mary Holton, MPO Officer

Also Present: Brian Degani, NMDOT Planning Liaison
David Quintana, NMDOT District 5
Larry Hathaway, San Juan County
Joshua Hedgpeth, City of Aztec

1. CALL TO ORDER

Mr. Dave Keck called the meeting to order at 10:00 a.m.

2. APPROVE THE MINUTES FROM THE NOVEMBER 21, 2013 TECHNICAL COMMITTEE MEETING

Ms. Lopez made a motion to approve the minutes from the November 21, 2013 Technical Committee meeting. Mr. Chico Quintana seconded the motion. The motion to approve the minutes was passed unanimously.

3. AMENDMENT #4 TO THE FFY2014-2019 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Subject:	FFY2014-2019 TIP Amendment #4
Prepared by:	Joe Delmagori, MPO Planner
Date:	December 9, 2013

BACKGROUND

- On December 1, 2013 the Farmington MPO advertised Amendment #4 to the FFY2014-2019 Transportation Improvement Program (TIP).
- The amendment adds one project to the TIP as described in the attached notice.

CURRENT WORK

- For the East Arterial project in the City of Aztec, Legion Road will be upgraded to city standards and will become the terminus for the next phase of the East Arterial project (Phase 1B).
- The city will upgrade Legion Rd from its current terminus to the end of Phase 1B of the East Arterial.
- This project creates a logical terminus for Phase 1B of the East Arterial.
- A public hearing on Amendment #4 will be held on December 19, 2013 during the Technical Committee meeting.

RECOMMENDATION

- It is recommended that the Technical Committee review the project in Amendment #4, hold a public hearing, and recommend approval of Amendment #4 to the FFY2014-2019 TIP.

DISCUSSION: Mr. Delmagori explained that Amendment #4 (Page 2 of the Agenda showed the Public Notice) added one project to the TIP. As previously discussed, the federal funding that was to go to Phase 1B of the East Arterial project in Aztec was deprogrammed because it was determined there was no logical termini to the project. District 5 worked with the City of Aztec to better define where this phase would begin and end and Legion Road was identified.

Legion Road is south of Aztec near the Aztec Speedway and is actually an existing road for a short stretch before it reverts back to dirt. The City of Aztec will be using local funds to upgrade this road to city standards and it will then become the terminus for Phase 1B of the East Arterial project.

Mr. Delmagori reported that the public comment period began on December 1, 2013 and would run until January 8, 2014.

Mr. Keck opened the Public Hearing on Amendment #4. There were no comments from the public to Amendment #4. The Public Hearing was closed.

ACTION: Ms. Lopez moved to recommend approval of Amendment #4 to the FFY2014-2019 TIP. Ms. Brevik seconded the motion. The motion was approved unanimously.

4. CONSIDER RECOMMENDING APPROVAL OF THE JOINT POWERS AGREEMENT (JPA) WITH MAP-21 PROVISIONS AND THE NEW CONFLICT RESOLUTION PROCESS

Subject:	Joint Powers Agreement Amendment
Prepared by:	Joe Delmagori, MPO Planner
Date:	December 9, 2013

BACKGROUND

- The FHWA MPO Review indicated that the MPO needs to amend the current Joint Powers Agreement (JPA) to meet new provisions of MAP-21 and to include a conflict resolution process to address disagreements.
- As recommended by FHWA, the revised JPA would reflect current transportation federal law in effect since October 1, 2012 and capture the requirements of MAP-21.
- The proposed MAP-21 provisions to be included in the JPA and the development of the conflict resolution process for the JPA were reviewed by the Technical Committee on October 24 and November 21.

CURRENT WORK

- MAP-21 provisions are included in Section 4 referencing performance measures for the MTP, TIP, and other planning documents.
- Section 7 is expanded to address conditions that would indicate when the JPA needs to be updated.
- Staff developed a conflict resolution process based on the FHWA-NMDOT oversight agreement.
- The conflict resolution process includes working with the Technical and Policy Committees on agreement.
- If an issue is not resolved at that point, local entity councils and commissions will work to reach agreement.
- Staff provided the revisions to FHWA for review and they were accepted on December 5.

ANTICIPATED WORK

- Seek recommended approval of the JPA update by the Technical Committee in December.
- Seek approval of the JPA update by the Policy Committee in January.
- Seek approval from the local entities.

RECOMMENDATION

- It is recommended that the Technical Committee recommend approval of the JPA with the MAP-21 provisions and the new conflict resolution process.

DISCUSSION: Mr. Delmagori reviewed the proposed changes to the Joint Powers Agreement (JPA). The FHWA MPO Review that was completed in 2012 indicated that the MPO needed to amend the current JPA to meet the new provisions of MAP-21 and also to include a conflict resolution process that would address disagreements.

Section Four

Mr. Delmagori referred to Pages 5 and 6 of the Agenda which showed the addition to the JPA of the seven National Planning Goals of MAP-21.

Section Seven

This Section will be expanded to include actions or instances where the JPA may need to be amended.

Section Ten

This Section is the new conflict resolution process based on an example currently used by NMDOT and the Federal Highway Administration.

Staff had provided a copy of the draft JPA to Technical Committee members and Mr. Delmagori stated that no feedback was received. One change from the draft provided was the addition of the last paragraph under Section Ten which addressed mediation being held within the MPO planning area. This addition had been recommended by the MPO Officer.

Ms. Lopez asked about the difference between the Urbanized Area (UZA) population of 53,049 shown on Page 1 of the JPA and the population of 45,877 shown on Page 8. Mr. Delmagori clarified that the UZA number reflected population beyond the City of Farmington limits. The 45,877 is the official 2010 Census data for only the City of Farmington. Mr. Delmagori added that the UZA is used for MPO planning purposes while for funding purposes the individual entity population numbers are considered.

Ms. Lopez also said she thought that Complete Streets goals should be shown on Page 5 of the JPA in the list of MAP-21 National Planning Goals. She commented that MPOs nationally were being encouraged to include Complete Streets concepts and processes in their work and she thought Complete Streets should be included in this section as one of the goals.

Mr. Degani replied that the goals in the JPA are those on a broader, national level. More specific FMPO goals would be reflected in the metropolitan transportation plan and the UPWP where they can be better defined. He stated that Complete Streets was more appropriately addressed outside of the JPA because the JPA was the overall framework or structure for the MPO. Mr. Delmagori referred to Item #10 shown on Page 6 which addressed incorporating performance based measures into other transportation plans which might be where Complete Streets is identified. Ms. Lopez said that if the MPO was going to actively work on Complete Streets then she thought it should be shown in all MPO documents and plans.

ACTION: Ms. Lopez moved to approve the JPA with the MAP-21 provisions and the new conflict resolution process. Ms. Moojen seconded the motion. The motion was passed unanimously.

5. CONSIDER RECOMMENDING ADOPTION OF THE TC RESOLUTION 2013-1, ESTABLISHING THE PROCEDURES TO BE FOLLOWED AND NOTICE TO BE GIVEN PURSUANT TO THE PROVISIONS OF THE NEW MEXICO OPEN MEETINGS ACT, PROVIDING FOR THE ANNUAL DETERMINATION OF REASONABLE NOTICE OF MEETINGS, AND ESTABLISHING THE MEETING TIMES, DATES, AND LOCATIONS FOR THE FMPO TECHNICAL COMMITTEE DURING CALENDAR YEAR 2014.

Subject:	Annual Meetings Resolution
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	December 11, 2013

BACKGROUND

- Each year the Technical Committee approves a resolution ensuring compliance with the open meetings act and establishes its meeting schedule for the coming year.

CURRENT WORK

- Staff presented a proposed meeting schedule for discussion with the Technical Committee in November.
- It is suggested that the Technical Committee hold regular monthly meetings during 2014 that continue to be held on the fourth Thursday at 10:00am on a rotating basis among the entities or held at more appropriate days and times.
- The committee will have an opportunity to modify the proposed meeting schedule prior to adoption.

RECOMMENDATION

- It is recommended that the Technical Committee adopt TC Resolution 2013-1, establishing the procedures to be followed and notice to be given pursuant to the provisions of the New Mexico Open Meetings Act, providing for the annual determination of reasonable notice of meetings, and establishing the meeting times, dates, and locations for the FMPO Policy Committee during calendar year 2014.

DISCUSSION: Mr. Wakan explained that, pursuant to the New Mexico Open Meetings Act, the Technical Committee must establish their meeting calendar for the coming year (shown on Page 8 of the Agenda).

Mr. Wakan noted that the meetings are scheduled for the fourth Thursday of each month except for November and December when they are moved up one week due to the Thanksgiving and Christmas holidays. He asked if there were any conflicts with the proposed 2014 calendar and none were noted.

ACTION: Ms. Moojen moved to adopt TC Resolution 2013-1, establishing the procedures to be followed and notice to be given pursuant to the provisions of the New Mexico Open Meetings Act, providing for the annual determination of reasonable notice of meetings, and establishing the meeting times, dates, and locations for the FMPO Policy Committee during calendar year 2014. Ms. Lopez seconded the motion. The motion was passed unanimously.

6. CONSIDER RECOMMENDING APPROVAL OF AMENDING THE FFY2014-2015 UPWP BUDGET BASED ON FY2013 CARRYOVER AND NEW WORK AUTHORIZATION FUNDING AMOUNTS.

Subject:	FFY2014-2015 UPWP Budget Amendment
Prepared by:	Joe Delmagori, MPO Planner
Date:	December 11, 2013

BACKGROUND or PREVIOUS WORK

- The MPO prepared its FFY2014-2015 Budget based on initial funding estimates from NMDOT for FHWA PL and FTA 5303.
- Work Authorizations now provide official amounts for PL and 5303 funding.

CURRENT WORK

- The MPO is receiving a new base amount in federal PL funding.
- The MPO received approval to carryover federal PL funds from FY2013 to FFY2014.
- The MPO is receiving federal FTA 5303 funding that will cover transit activities from October 1, 2013 to September 30, 2014.

RECOMMENDATION

- It is recommended that the Technical Committee recommend approval of the amendment to the FFY2014-2015 UPWP Budget based on FY2013 carryover and new Work Authorization funding amounts.

DISCUSSION: Mr. Delmagori explained that when the UPWP is first developed, Staff uses preliminary estimates for the federal planning and transit amounts. Once the official work authorizations are received, those amounts are incorporated into the UPWP. The work authorizations were received last week and the UPWP budget is now ready to be amended.

Mr. Delmagori reviewed the funding amounts and the current balances:

Farmington MPO FFY2014 Budget -- October 1, 2013 to September 30, 2014						
Fund Source	FY2014 Est. Budget (June 2013)	FFY2013 Authorized Amts (Jul 2013) P513130	FFY2014 Authorized Amt (Jul 2013)	FY2013 Carryover (Oct 2013) P500020	FFY2014 Authorized Amt (Dec 2013) P514120	FFY2014 Final Budget (Dec 2013)
FHWA PL - Federal Share	\$ 196,487.00	\$ 196,487.00		\$ 71,863.82	\$ 170,013.00	\$ 438,363.82
FHWA PL Required Match	\$ 33,483.74	\$ 33,483.74		\$ 12,246.46	\$ 28,972.25	\$ 74,702.45
FHWA PL Total	\$ 229,970.74	\$ 229,970.74		\$ 84,110.28	\$ 198,985.25	\$ 513,066.27
FHWA PL Traffic Counts - Federal						
FHWA PL Required Match						
FHWA PL Traffic Counts Total						
FTA 5303 - Federal Share	\$ 36,000.00		\$ 51,175.87			\$ 51,175.87
FTA 5303 Required Match	\$ 9,000.00		\$ 12,793.97			\$ 12,793.97
FTA 5303 Total	\$ 45,000.00		\$ 63,969.84			\$ 63,969.84
Federal Share of MPO Budget	\$ 232,487.00					\$ 489,539.69
Local Required Match	\$ 42,483.74					\$ 87,496.42
Additional Local Funding Total	\$ 51,827.26					\$ 0.00
MPO Grand Budget	\$ 326,798.00					\$ 577,036.11
Maximum Total Local Contribution (Required Match & Additional Local)	\$ 94,311.00					\$ 87,496.42
Maximum Aztec Share (10%)	\$ 9,431.10					\$ 8,749.64
Maximum Bloomfield Share (10%)	\$ 9,431.10					\$ 8,749.64
Maximum Farmington Share (60%)	\$ 56,586.60					\$ 52,497.85
Maximum SJ County Share (20%)	\$ 18,862.20					\$ 17,499.28

Mr. Delmagori reiterated that over the past year, the MPO had transitioned from the State fiscal year to the Federal fiscal year for budget purposes.

The second column above shows the initial Federal PL and FTA 5303 amounts, the required match, the MPO Grand Budget, and the maximum local contributions as of June 2013 when the UPWP budget was approved.

The third column shows the amount received in July 2013 to help bridge the three-month gap transitioning from the State fiscal year to the Federal fiscal year. Also around this same time, the DOT Transit Bureau provided the FTA 5303 funding for the federal fiscal year of \$51,175.87.

As the MPO moved into the next fiscal year, there was \$71,863.82 in carryover money which was approved by NMDOT to be carried over. Mr. Delmagori said that as the MPO transitioned into FFY 2014, there was \$170,013.00 in PL funding awarded. With the FTA 5303 money, the total federal budget for the MPO is \$489,539.69 for the period of October 1, 2013 to September 30, 2014. Additionally, there would be \$87,496.42 in local required match in order to spend the federal dollars.

The chart above also shows the funding breakdown at the local level and Mr. Delmagori stated that with the increase in federal funding, the actual local contributions are slightly lower.

ACTION: Ms. Brevik moved to recommend approval of the amendment to the FFY2014-2015 UPWP Budget based on FY2013 carryover and new Work Authorization funding amounts. Ms. Lopez seconded the motion. The motion was passed unanimously.

7. RECEIVE A REPORT FROM NMDOT

Mr. Degani provided a Planning update for the Technical Committee. He reported that the next meeting of the freight working group would be in January. Mr. Paul Sittig from the Planning Division will be e-mailing the meeting information to all parties.

The update to the state long-range plan is underway at the direction of Mr. Claude Morelli. Mr. Degani said several working groups have been identified. The first cooperative roundtable session with NMDOT, the MPOs, and the RTPOs is scheduled for January 9 at the Indian Pueblo Cultural Center.

The seven state working groups will have their first meetings at the end of January. The boilerplates for the TAP working agreements were reviewed by NMDOT's general counsel. The local government agreements along with the Agreement Request Forms were mailed out to the entities for review and signatures for the state fiscal years of 2014 and 2015. Mr. Degani said to let him know if those had not been received.

Mr. Degani also mentioned that FHWA has requested that NMDOT stabilize the annual obligation process. In order to comply with this request, all signed agreements for FFY2014 and FFY2015 must be submitted by March 15, 2014. This will also apply to the TAP applications. Mr. Degani stated that all certification packages will work through a local project agency (LPA) coordinator. Mr. Delmagori stated that a copy of the letter Mr. Degani referenced was provided to the Technical Committee members today for their reference.

Mr. Keck thought the change to March would be better to avoid bumping up against the fiscal year deadline in October. Mr. Degani agreed that it provides NMDOT with the time they need for review of all the packages and funding obligations.

Mr. Quintana was on his way, but had not yet arrived at the meeting. Mr. Keck moved on to Agenda Item #8.

8. RECEIVE A REPORT ON THE WORKSHOP WITH NMDOT TO DISCUSS COMMUNICATIONS AND MAINTENANCE CONCERNS

Subject:	Workshop with NMDOT
Prepared by:	Joe Delmagori, MPO Planner
Date:	December 11, 2013

BACKGROUND

- On August 22, the Technical Committee discussed the need to address several community and regional concerns with NMDOT.
- The concerns relate to interactions with NMDOT District 5 with regards to regional priorities, communications, and maintenance.
- A summary of these concerns was discussed with the Policy Committee on

- September 19.
- It was agreed that a workshop will be held to discuss the concerns and develop solutions.
- The discussion items for the workshop were developed during the November 21 Technical Committee meeting.

- | CURRENT WORK |
|--|
| <ul style="list-style-type: none"> ▪ This workshop will be a staff level discussion focusing on MPO involvement with regional priorities, communications and project management, maintenance, and inter-governmental agreements. ▪ The local entities will address these topics with various members of NMDOT. ▪ The workshop is expected to be held in February or March 2014. |

- | ANTICIPATED WORK |
|---|
| <ul style="list-style-type: none"> ▪ Determine the content and schedule a day/time for the workshop. ▪ Outline and discuss the community and regional concerns. ▪ Develop solutions and courses of action. |

- | RECOMMENDATION |
|--|
| <ul style="list-style-type: none"> ▪ It is recommended that the Technical Committee receive a report on the workshop with NMDOT to discuss regional priorities, communications and project management, maintenance, and intergovernmental agreements. |

DISCUSSION: Mr. Delmagori explained the draft agenda for the planned workshop with NMDOT to discuss regional, communication, and maintenance concerns. Mr. Delmagori noted that at the November meeting, Mr. David Quintana had recommended several different NMDOT staff he thought should be involved in the workshop. He had also suggested separating the meeting into different discussion groups based on the topic.

Mr. Delmagori said he suggested targeting February or March to hold the workshop and asked the Technical Committee members to review the list of topics in the meantime. Mr. Keck said he thought the draft agenda looked good.

TOPIC	NMDOT PARTICIPANTS
Regional Priorities	District 5 engineers
Communications & Project Management	NMDOT Local Government Unit
Maintenance & Inter-government Agreements	District 5 maintenance and engineers

ACTION: The report was received.

9. STATEWIDE FUNCTIONAL CLASSIFICATION UPATE

Subject:	State Functional Classification Update
Prepared by:	Joe Delmagori, MPO Planner
Date:	December 11, 2013

BACKGROUND OR PREVIOUS WORK

- The NMDOT Planning Bureau held a meeting in Albuquerque on November 5 to discuss the statewide update of the functional classification system.
- All of the MPOs and RTPOs will assist NMDOT by making recommendations for classification changes to their regional roads.
- NMDOT and its consultant team are targeting February 2015 for completion of the review and update.
- Discussion on the functional classification process was tabled at the November 21 meeting.

CURRENT WORK

- The Functional Classification Guidance Manual explains the new class types and the criteria for the specific classes.
- The MPO identified many classification changes in 2011.
- The adopted MPO Major Thoroughfare Plan identifies the recommended current and proposed classifications for the region.
- All of these potential changes will serve as the basis for recommended changes by the MPO to NMDOT.
- Staff will review the list of proposed changes with the Technical Committee on December 19.

ANTICIPATED WORK

- Work with the entities on proposed classification changes.
- Approve a list of recommended classification changes to NMDOT in March 2014.

RECOMMENDATION

- It is recommended that the Technical Committee:
 - a. Discuss the update process and upcoming schedule and activities.
 - b. Discuss the proposed functional class changes list from 2011.

DISCUSSION: Mr. Delmagori said that this item had been tabled at the November meeting due to time constraints.

Mr. Delmagori reported that at the beginning of November, NMDOT had a statewide meeting with the MPOs and RTPOs to discuss the kickoff to the state functional

classification update process. NMDOT has hired a consultant to review all the roads at the state level and determine the appropriate classification. Mr. Delmagori said the last update to the functional classification was in 2004 and significant changes are anticipated with this update.

Mr. Delmagori said that NMDOT and its consultant team have targeted February 2015 for completion of the review and update. One of the first steps is to seek recommended changes from the MPOs and RTPOs.

Mr. Delmagori reviewed some of the information provided in the NMDOT Functional Classification Guidance Manual. There are seven functional classifications overall and, except for the Interstate classification, all should apply to the FMPO region.

Classification	Description
1	Interstate
2	Principal Arterial - Other Freeways and Expressways
3	Principal Arterial - Other
4	Minor Arterial
5	Major Collector
6	Minor Collector
7	Local

The Manual explains each of the classifications and elaborates on the criteria for defining what a road classification should be. It also speaks to traffic generators, volumes, speeds, and the different characteristics of a road.

The state has asked all the MPOs to provide their recommendations by March and Mr. Delmagori would like to take the next few months to discuss and consider the recommendations from FMPO.

Mr. Delmagori explained that in 2011, Staff began working on classification changes for the region and referred to the handout provided to the Technical Committee members. There were some discrepancies noted at that time and Staff had begun to identify recommended changes to road classifications in the area. The reasoning for the proposed changes was justified by traffic count data and other available information such as nearby land uses and traffic generators.

The road classification changes shown on the handout were color-coded to denote roads to be declassified, roads to be reclassified down or up, and several regionally significant roads that required a new classification because they were not in NMDOT's database at all.

Mr. Delmagori said the process that was begun two years ago provides a basis to work from. At the January meeting, Staff would like to address the classification in more detail and receive feedback from the Technical Committee members.

Mr. Delmagori said he would e-mail the Guidance Manual to the members to assist them with reviewing current and recommended road classifications. Ms. Lopez asked if, following the MPO road classification review, the entities would need to go back

and review their own major thoroughfare plan. Mr. Delmagori said he thought a majority of the noted changes were already shown in both the local and MPO major thoroughfare plans, but it will need to be verified.

ACTION: The report was received.

Mr. David Quintana arrived at approximately 10:40 and gave the District 5 update for Agenda Item #7:

Mr. Quintana reported that State Representative Sharon Clahchischilliage had met with Mr. Miguel Gabaldon regarding the intersection of N36 and NM 371. District 5 has committed to developing a project to install a signal at the intersection. In the interim, District 5 will install a single span flasher this spring. The signal project is anticipated to be programmed for 2015. Mr. Quintana said this intersection is outside of the Navajo Nation and expected that a JPA would have to be agreed to by BIA, San Juan County, and NMDOT. He added that the City of Farmington had asked about street lighting leading to the intersection and District 5 will look at whether lighting could be incorporated into the intersection project or if a separate lighting project would be needed.

Funding assistance for the project will be sought from NMDOT's traffic tech support section. Mr. Quintana said Representative Clahchischilliage would also seek some capital outlay money this session for the temporary flasher. If not, Mr. Gabaldon will set aside some contract maintenance funds to get the project completed. The cost of the project is expected to be approximately \$100,000.

Mr. Quintana stated that some maintenance concerns along US 64 in the Kirtland area were brought to the attention of NMDOT. There are some drainage concerns along the north side of the road. Mr. Quintana said District 5 would address the issues as weather permitted.

Mr. Quintana said District 5 is amenable to participating in the workshop and said that the February/March timeframe should work for District 5 representatives.

Ms. Brevik asked if Mr. Quintana had an update on construction at the intersection of US 550 and US 64 in Bloomfield. Mr. Quintana said that construction is expected to be completed in early 2014, but the current contractor was not making much progress. However, because the project is so near completion, NMDOT does not want to hold them in breach of contract. Mr. Quintana said the progress is slow due to the hours the contractor is limiting their employees to as well as having to work around the winter weather. Ms. Brevik said the City of Bloomfield had been told that the turning lanes would be open by December 14. Mr. Quintana said he was not aware of that date but would follow-up and provide Staff with any updates.

10. RECEIVE AN UPDATE ON COMPLETE STREETS

Subject:	Complete Streets
Prepared by:	Joe Delmagori, MPO Planner
Date:	December 11, 2013

BACKGROUND or PREVIOUS WORK

- Complete Streets is a means of designing a roadway so that it accommodates all modes of travel, such as walking, biking, and transit.
- On August 7, the Policy Committee approved a vision statement, values, and goals for Complete Streets which create the framework for the program.
- Staff has been working with the Advisory Group on development of land use context areas and road types overlays.
- The Advisory Group held its latest meeting on November 20.

CURRENT WORK

- The Advisory Group completed exercises in which they identified titles and descriptions for land use context areas and road types for the MPO Complete Streets program.
- Land use context areas are areas that comprise of a unique combination of building types, densities, and development form.
- Road types better represent how a street functions within a neighborhood.
- These overlays better represent the built environment and relate to the Complete Streets elements that would be expected to be found in that area.
- Land use context areas and road types will be matched for creating Complete Streets design guidelines.

ANTICIPATED WORK

- Finalize land use context areas and road types.
- Approve titles and definitions for land use context areas and road types.
- Overlay these zones onto existing development throughout the region to view the interaction.

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on Complete Streets.

DISCUSSION: Mr. Delmagori reported that progress continued on Complete Streets. The Advisory Group continued to meet and the recent meetings have focused on developing land use context areas and road types.

Mr. Delmagori explained that these were overlays to the traditional land use categories and road classifications that are intended to better represent the built environment as well as to what type of Complete Streets elements would be expected

or desired in a region. Mr. Delmagori said the final draft of titles and descriptions for the land use context areas and road types developed by the Advisory Group were e-mailed out to the Technical Committee members for their review. The Advisory Group will meet again in January and hopefully finalize the land use context areas and road types.

Mr. Delmagori said the Advisory Group has developed eight land use context areas:

- Rural & Agricultural
- Heavy Industrial
- Regional Commercial & Light Industrial
- City Commercial
- Suburban Neighborhood
- Traditional Neighborhood
- Local Neighborhood Commercial
- Central Business District/Downtown

The Advisory Group has also developed a draft list of nine road types:

Bypass/Limited Access
Principal Arterial
Community Arterial
Service Way
Commercial Collector
Neighborhood Collector
Neighborhood Local
Rural Local
Trail Way

Mr. Delmagori said there was a lot of discussion on mobility, access, driveway cuts, and how to incorporate walking/biking/transit amenities into these different road types. The Advisory Group agreed that the Bypass and Principal Arterial would be designated for higher volumes and higher speeds. There was agreement that these are necessary road types, but nevertheless there are still ways to incorporate walking and biking measures into these road types.

The Service Way would serve heavy industrial sites and industrial parks. They would be used for internal circulation for the industrial sites and provide access to the higher road classifications. The Arterials would move traffic but would have more defined walking and biking amenities. The Commercial Collector would primarily connect commercial areas, retail, and downtown districts while the Neighborhood Collector would primarily connect residential neighborhoods. The two Locals differentiate between a more urban neighborhood and a more rural residential neighborhood. The Trail Way would be a non-motorized pathway that would follow rivers and perhaps be interspersed throughout a city's street network.

ACTION: The report was received.

11. RECEIVE A REPORT ON THE REGIONAL TRAFFIC MODEL UPATE

Subject:	Traffic Model Update
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	December 11, 2013

BACKGROUND OR PREVIOUS WORK

- Staff hired a consultant in August to complete the model calibration and validation update.
- The consultant is about halfway through the model update process.
- Using approved population and employment data, the model update will better represent projected traffic and congestion conditions in the mid-term (2025) and long-term (2040).
- The model update will be used for analyzing future road projects and improvements as part of the development of the 2040 MTP.

CURRENT WORK

- Staff assisted with the integration of bi-directional traffic counts to the link (road) network.
- A few of the tasks worked on by the consultant included adding procedures for easier forecasting, performing an update to the trip generation, and creating an inclusion of freight trucking into the model.
- The consultant is performing on-going calibration and validations of the model.

ANTICIPATED WORK

- Review and analyze results from the calibration process.
- Receive ongoing tutorials from the consultant on the calibration and model update process.

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on the Regional Traffic Model update.

DISCUSSION: Mr. Wakan reported that the MPO has contracted with Mr. Bob Shull to complete the traffic model calibration and validation update. Mr. Wakan presented a PowerPoint to demonstrate some of the previous and current work being done by Mr. Shull:

- Reviewed and finalized the TAZ boundaries
- Developed maps demonstrating intersection control (signal, stop sign) and traffic count locations
- Running Network assignments
 - Assigning where traffic will go from TAZ to TAZ based on the link network
- Performing Quality Assurance/Quality Control
 - The entire model was reviewed to ensure the speed limits were accurate and corrections made where necessary
- Reviewing the Over/Under Delay
 - The Over/Under of the traffic volumes on the links; areas noted in red illustrate where traffic volumes are exceeding what they should be; green shows areas where traffic volumes are too low
 - Model is calibrated to adjust these volumes
 - The delay nodes are reviewed and illustrated
 - The largest delays are at intersections with traffic waiting to turn
 - The intersection with the largest delay is at 30th and Hutton
- Testing
 - Sample showing visual GIS mapping of AM and PM volumes

Mr. Wakan has been working closely with Mr. Shull on the process and learning how to best illustrate the data. All the updates to the FMPO model are provided to NMDOT to update the statewide model. The work is expected to be completed in the next couple of months and Staff can then begin running some different scenarios for the region for the MTP update.

Ms. Lopez asked if Mr. Shull would make recommendations on how to improve the over/under traffic link results and the traffic count process. Mr. Wakan said the first step would probably be for the MPO to look at the traffic count database, but noted that the over/under information is generally caused by school traffic with peak hour traffic variations.

Mr. Wakan said that the truck routes in the region were also provided to Mr. Shull. This information will help determine where the area wants the truck traffic to be routed.

ACTION: The report was received.

12. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	Joe Delmagori, MPO Planner
Date:	December 10, 2013

INFORMATION ITEMS

- a. **Integrating Planning for Operations Workshop.** Joe Delmagori attended the Integrating Planning for Operations workshop in Albuquerque on December 3. The workshop focused on developing objectives and performance measures for planning documents and the MPO process.
- b. **NM Strategic Highway Safety Plan (SHSP) Safety Launch.** Duane Wakan attended the meeting of the New Mexico Strategic Highway Safety Plan (SHSP) Safety Launch Meeting in Albuquerque on December 3. This initial meeting brought together stakeholders statewide to discuss current safety awareness programs and provide input as to future measures and efforts.
- c. **MPO Quarterly - Traffic Standards Review.** Staff attended the MPO Quarterly in Las Cruces on December 10. On December 9, staff also attended the New Mexico State Traffic Monitoring Standards Review meeting.
- d. **2013 Fall Traffic Counts.** Staff received the initial fall weekend/weekday traffic count results. Staff is currently formatting documents for web-based viewing, performing quality assurance measures, and preparing for submittal to NMDOTs Traffic Bureau.
- e. **Other**

DISCUSSION: Mr. Delmagori reported that he attended the Integrating Planning & Performance Measures for Operations Workshop hosted by the Albuquerque MPO . He showed a copy of the FHWA manual on performance measures as a reference.

Also on December 3, Mr. Wakan attended the NM Strategic Highway Safety Plan (SHSP) Safety Launch meeting.

Mr. Delmagori and Mr. Wakan attended a Traffic Standards Review along with the MPO Quarterly in Las Cruces on December 9 & 10.

Mr. Delmagori said the 2013 fall traffic count data has been provided and Staff is assessing the information. Except for some street sweeper issues, overall the data appears to be very good.

Comments from the Rail Plan meeting were provided to the Technical Committee members for their review.

Mr. Delmagori said that at the November Technical Committee meeting, there was discussion of holding a stakeholder meeting on the long-range plan to get some public feedback. Plans are to target early February for this meeting followed by a work session with the Technical Committee prior to the regular February meeting.

11. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Ms. Moojen introduced Joshua Hedgpeth as the City of Aztec's new Planning Technician in Community Development. Additionally the City of Aztec has hired a new Engineer/Public Works Director, Bill Watson. Aztec's City Manager has been notified that Mr. Watson should now be officially named as the primary representative to the MPO Technical Committee for the city.

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

12. BUSINESS FROM THE FLOOR

There was no business from the Floor.

13. ADJOURNMENT

Ms. Lopez moved to adjourn the meeting. Ms. Moojen seconded the motion. Mr. Keck adjourned the meeting at 11:10 a.m.

Dave Keck, Chair

June Markle, MPO Administrative Aide