

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
February 12, 2020

Technical Members Present:

Steven Saavedra, City of Aztec
Jason Thomas, City of Bloomfield
Beth Escobar, City of Farmington
Virginia King, City of Farmington
Andrew Montoya, Red Apple Transit
Nick Porell, San Juan County
Fran Fillerup, San Juan County
Dan Flack, Town of Kirtland

Technical Members Absent:

Matt Grush, NMDOT District 5

Staff Present:

Mary Holton, MPO Officer
June Markle, Administrative Assistant

Staff Absent:

None

Others Present:

Aaron Sussman, Bohannon Huston (phone)
Maggie Moore, NMDOT Planning Bureau
Joseph Moriarty, Planning Liaison, NMDOT
Sharon Cruz, North Region Design Center (phone)
Manuel Maestas, North Region Design Center (phone)
Larry Hathaway, San Juan County

1. CALL TO ORDER

Chair Nick Porell called the meeting to order at 10:03 am.

2. APPROVE THE MINUTES FROM THE JANUARY 8, 2020 TECHNICAL COMMITTEE MEETING

Ms. Escobar moved to approve the minutes from the January 8, 2020 Technical Committee meeting. Mr. Thomas seconded the motion. The motion to approve the minutes passed unanimously.

3. REPORT ON THE 2045 METROPOLITAN

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| Subject: | Report on the 2045 Metropolitan Transportation Plan (MTP) Update |
| Date: | November 6, 2019 |

MONTHLY REPORT

Mr. Aaron Sussman, Planner with Bohannon Huston (BHI) will call-in monthly with a report on the Metropolitan Transportation Plan (MTP) Update.

DISCUSSION: Mr. Aaron Sussman thanked all of the Technical Committee members for spending time with him while he was in town on January 30 and 31. He also thanked Ms. Escobar and the City of Farmington for providing a setting for him to present information about the 2045 MTP and to collect public input.

Mr. Sussman advised that Phase I of the MTP outreach is being completed with one last advertising effort to get as much public feedback on the transit issues and concerns in the region as possible. Ads in both the Daily Times and the San Juan Sun were published on February 12. The results of all the outreach will be shared in the coming months. To begin transitioning, Mr. Sussman provided the Committee members with the BHI schedule for completion of the 2045 MTP which includes their key actions as well as the timeline for development of the chapters that will be shared with the Technical Committee for their review. He is planning a trip to the region and an in-person presentation to the Technical Committee on April 8. More chapters will be provided in the meantime along with initial information on the travel demand model.

The first MTP chapter on transit was distributed to the Technical Committee for their feedback to help in shaping the direction of the plan. Mr. Sussman reviewed some of the policy recommendations included in this first draft of the chapter: the proposed downtown transit hub, a regional connection (i.e.: Durango and southwest Colorado area), a regional transit action plan to look at improving efficiency for users and expanding services that can be accomplished logically and strategically. Additional considerations are for data collection and supporting policies from a land use perspective and the regional perspective to bring people and destinations closer together, as well as reviewing stops in the region.

A recent presentation by Ms. Holton to the San Juan County Management Group on the MPO and the current work on the MTP brought questions from the County's Behavioral Health Services Director on transit needs affecting the population she serves. Ms. Holton said that she had been in contact with Ms. Hodgman yesterday and had provided her with the draft transit chapter.

The Technical Committee also discussed recent studies identifying gender gap issues in transit (women with children and strollers, serving all riders, safety concerns). It was noted that much of the research is focused on larger, urban areas and not all recommendations would be appropriate for a system the size of Red Apple Transit. Mr. Montoya commented that most of the buses are not fully occupied (except for the morning buses to the college that are filled with students and not families) and do allow space for strollers, etc. One section in the draft transit chapter addresses safety in having the downtown hub corresponding with a police substation.

The Committee also asked about looking at the existing conditions on freight and rail. A number of entities have asked for \$500,000 for a rail feasibility study and economic development component from Farmington to somewhere along the I-40 corridor (Thoreau or Gallup). Four Corners Economic Development has a study from a few years

ago that will be analyzed again and updated. The Technical Committee thought this study should be noted in the 2045 MTP and referred Mr. Sussman to the Four Corners Economic Development group.

4. MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN RED APPLE TRANSIT AND FMPO

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| Subject: | Memorandum of Understanding (MOU) Between Red Apple Transit and FMPO |
| Prepared by: | Mary L. Holton, MPO Officer |
| Date: | February 12, 2020 |

BACKGROUND

- This MOU is required of Red Apple Transit by the FTA per Gabrielle Chavez, Transit Planning & Service Coordination Manager/NMDOT.

CURRENT ISSUES & RECOMMENDATIONS

- This item will be presented to both committees in February 2020 for their consideration and approval.
- Staff recommends that the MOU be approved.
- FMPO Policy Committee action is scheduled for February 27, 2020.

ACTION ITEM

- Staff recommends that the Technical Committee consider recommending approval to the Policy Committee. If approved, the PC Chair would sign the MOU on behalf of the MPO.

APPLICABLE CITATIONS

- 23 USC Section 134 and 135 and 49 USC 5303, et seq. and 43-1 Part 11, C.R.S.

DISCUSSION: Ms. Holton reported that this Memorandum of Understanding (MOU) (pages 3-6 of the Agenda) was brought to the MPO's attention by the FTA liaison, Gabrielle Chavez. The MOU is required of Red Apple Transit as well as all transit providers. If the Technical Committee recommends approval, it will be presented to the Policy Committee for their considered approval on February 27. If approved at that time, the Policy Committee Chair will sign the MOU on behalf of the MPO.

Mr. Montoya summarized the MOU:

- Red Apple Transit and the FMPO will have a written agreement to work together in transportation related plans and the sharing of transportation related data;
- Red Apple Transit and the FMPO to conduct transportation related planning together within the MPO boundaries;

- Roles and responsibilities of Red Apple Transit and the FMPO to work together to identify transit needs, projects, set priorities, provide assistance where needed, and conduct studies;
- Red Apple Transit to provide the FMPO with updates on any projects being done within the MPO boundaries and seek FMPO assistance as needed.
 - Red Apple Transit is currently working to submit for an FTA grant to fund a transit hub. Funding awarded will be announced in the summer and should funding be awarded to Red Apple Transit, the FMPO will be included all aspects of the project.

ACTION: Mr. Fillerup moved to recommend approval of the MOU between the Red Apple Transit and the FMPO to the Policy Committee. Mr. Saavedra seconded the motion. The motion to recommend approval was unanimous.

5. STATUS OF TIP PROJECTS

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|---------------------|------------------------|
| Subject: | Status of TIP Projects |
| Prepared by: | MPO Staff |
| Date: | February 12, 2020 |

| BACKGROUND |
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| <ul style="list-style-type: none"> ▪ The STIP Protocols, finalized in early 2014, require that each MPO shall develop a process to monitor the progress and status of each project in the first two years of the TIP. These monthly reviews help correct inconsistencies in the TIP, STIP, the MPO's MTP, Agreement Request Forms (ARFs), etc. and provide for discussion among the members and NMDOT representatives. ▪ The Policy Committee approved the new FFY2020-2025 TIP during a Special meeting on July 25, 2019. ▪ The projects currently on the FFY2020-2025 TIP are listed below. |

| TRACKING INFORMATION (2018-2023 TIP) | |
|--|---|
| Local Agreement Status (ARF) ROW Certification Design Completion 30 - 60 - 90% Environmental Certification Utilities Certification Railroad Certification Archeology Certification | ITS/Sys ENG Certification Public Involvement Certification |

| PROJECTS ON FMPO FFY2020-2025 TIP |
|---|
| <ul style="list-style-type: none"> ▪ <u>Aztec</u> F100091 - East Aztec Arterial Phase II ▪ <u>Bloomfield</u> F100300 - East Blanco Bridge |

- Farmington

F100099 - Foothills Drive Enhancement Phase II
F100100 - East Pinon Hills Blvd Extension Phase I
F100101 - East Pinon Hills Blvd Extension Phase II
F100132 - 20th Street Phase III
TF00001 - Red Apple Transit

- San Juan County

F100021 - East Pinon Hills Blvd Extension Phase III
F100240 - Glade Run Recreation Area Trails
F100290 - CR 5500 Bridge Replacement
F100320 - Kirtland Schools Walk Path Extension
F100330 - Glade Run Recreation Area Trails Extension

- NMDOT

F100170 - NM 173 Safety Improvements
F100340 - US 550 Pavement Rehab
F100350 - NM 371/N36 (PE)
F100351 - NM 371/N36 (Const)

INFORMATION ITEM

- This is an information item only. Committee members will have an opportunity to provide any needed feedback/updates regarding current TIP projects status and details.

DISCUSSION:

City of Aztec - Steven Saavedra

East Aztec Arterial

All the required documents have been re-submitted to the title company for acquisition of the required property.

City of Bloomfield - Jason Thomas

East Blanco Bridge

The City of Bloomfield is waiting to schedule the PS&E on Phase I of the project. He mentioned that District 5 has hired Javier Martinez as the new Assistant District Engineer for Engineering Support and the scheduling of the PS&E will be coordinated with him.

City of Farmington - Virginia King

Foothills Drive Enhancement

Ms. King had no update on this project as the design is still being updated.

Pinon Hills Boulevard - Phase I and II

Both phases are on hold pending funding. The City of Farmington and San Juan County are partnering on a BUILD grant request for all three Phases of the project. A meeting with NMDOT's North Region Design Center, FHWA, and District 5 will be scheduled in March following position transition at NMDOT and FHWA as well as with the closing of the legislative session. Mr. Fillerup added that because San Juan County has Phase III

of this project, he asked that they be included and allowed to participate in any meetings scheduled to discuss this project.

20th Street - Phase III

No updates on this project.

San Juan County - Nick Porell

Pinon Hills Boulevard

As mentioned above, San Juan County and the City of Farmington are cooperatively preparing a BUILD grant application for the construction phase of this project.

Glad Run Recreation Area Trails

The determination of NEPA adequacy from BLM was received earlier in the week which should constitute the final environmental review and allow the project to proceed with construction this spring.

CR 5500 Bridge Replacement

Appraisals are ongoing. Design remains at 95% complete.

Kirtland Schools Walk Path Extension

County Commission signed the agreement with NMDOT at their meeting last week.

Glade Run Recreation Area Trails Extension

Waiting on the agreement from NMDOT which is expected soon.

NMDOT

Matt Grush was not in attendance and no project updates were provided.

6. REPORTS FROM NMDOT

Planning Bureau - Joseph Moriarty

Mr. Moriarty reported on the following:

- Local Government Transportation Project Fund (LGTPF). New feasibility forms (PFF) tailored for this program have been distributed to the MPOs in anticipation of this program receiving legislative funding;
- Maps from the last year's Local Government Transportation Project Fund are available and were distributed to all MPOs;
- NMDOT Long Range Transportation Plan. NMDOT's consultant is working to schedule a stakeholder meeting in the Farmington area in March/April as one of the four meetings to be held statewide;
- Crash data reports for 2018 are available on line. Mr. Moriarty will provide the URL to the MPO for distribution to those interested;
- Safe Routes to School summit to be held in Albuquerque this spring;
- New Mexico Outdoor Economics Conference to be hosted by Farmington. More information can be found at: *outdooreconomicsnm.com*

Chair Porell asked about the anticipated turnaround time for submitting applications for the Local Government Transportation Project Fund. Mr. Moriarty responded that

the Planning Bureau is working to get all the background materials readied and hoping to streamline the process to make it easier for the local communities.

Mr. Fillerup commented that he is still interested in being involved in helping to facilitate one of the stakeholder meetings here in this area. Ms. Holton commented that Erin Dean did send an email to Mr. Fillerup, but used his old City of Farmington email address. She was copied on the email so she will forward it to both Mr. Fillerup and Ms. Escobar for follow-up on a meeting location.

Maggie Moore, NMDOT Planning Bureau stated that the agreement for the Glade Run Recreation Area Trails Extension was mailed to San Juan County on Monday.

District 5 - Matt Grush

Mr. Grush was not in attendance. No report was provided.

7. COMMITTEE MEMBER DISCUSSION ITEMS

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|-----------------|-----------------------------------|
| Subject: | Committee Member Discussion Items |
| Date: | February 12, 2020 |

DISCUSSION ITEMS

Mr. Thomas asked if there was any information on whether the NWNMCOG would continue to manage the MPO going forward. Ms. Escobar reported that the COG has declined to continue managing the MPO so administration of the MPO will be returning to the City of Farmington. The City posted for both an MPO Officer/Planner and an MPO Associate Planner and three initial Skype interviews were completed. Two candidates have been invited for in-person interviews on February 21. Ms. Escobar will be the Interim MPO Officer until that position is filled.

There were no additional discussion items provided by Technical Committee members for inclusion in the Agenda.

8. INFORMATION ITEMS

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|---------------------|-----------------------------------|
| Subject: | Information Items |
| Prepared by: | Mary L. Holton, AICP, MPO Officer |
| Date: | February 12, 2020 |

INFORMATION ITEMS

- a. **TIP Amendment #2.** No formal amendment was submitted. TIP Amendment #3 is scheduled to begin with the first call for projects on March 24.

- b. **TIP Administrative Modifications for January.** An administrative modification was processed for F10009 (East Aztec Arterial) to update funding sources. See attached.
- c. **Local Government Transportation Project Fund (LGTPF).** NMDOT has notified the MPOs and the RTPOs of the presumed upcoming application process for the Local Government Transportation Project fund in anticipation of its funding in the State's FY2021. An email providing additional information, a projected timeline, and a Project Feasibility Form (PFF) designed specifically for the program are attached. Additional information learned from the February 11 meeting between the NMDOT and the MPOs and RTPOs will be shared with you at your TC Meeting on February 12.

DISCUSSION: a. Ms. Holton reported there were no new projects received nor changes to existing projects for TIP Amendment #2. The initial call for TIP Amendment #3 will start on March 24.

b. TIP Administrative Modifications for January included processing an administrative modification for the East Aztec Arterial (F100091) (see details on pages 11 and 12 of the Agenda) to update the funding sources. Ms. Holton reported that Staff is currently working with the STIP group on two administrative modifications for February although there may be more before the end of the month.

c. The conference call scheduled for February 11 to discuss the proposed PFF and the projected timeline for the Local Government Transportation Project Fund (LGTPF) was cancelled to inclement weather in Santa Fe. Ms. Holton noted that the proposed PFF is shown on Pgs. 16-19 of the Agenda as well as an email update and the proposed timeline/calendar on Pages 13-14. If the funding is approved, feasibility meetings with NMDOT will need to be held and following that, FMPO will need to prioritize the projects before they are submitted for the funding and this would require the PPM sub-committee to meet to consider the prioritization. Entity resolutions will also likely be required again. However, since the projects will not be selected until November, some leeway in the April 31 deadline may be possible for providing resolutions.

9. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

With Ms. Holton's upcoming retirement, the Technical Committee recognized her efforts and thanked her for her work as the MPO Officer over the years. Everyone wished her well in her retirement.

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

10. PUBLIC COMMENT ON ANY ISSUES NOT ON THE AGENDA

There was no public comment on any issues not on the agenda.

11. ADJOURNMENT

Mr. Flack moved to adjourn the meeting. Chair Porell seconded the motion. The motion passed unanimously and Chair Porell adjourned the meeting at 10:49 a.m.



Nick Porell, Technical Committee Chair



June Markle, Administrative Assistant