



POLICY COMMITTEE **AGENDA**

Farmington Metropolitan Planning Organization

June 20, 2013
1:30 p.m.

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

AGENDA
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
JUNE 20, 2013 1:30 PM

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

ITEM	PAGE
1. Call meeting to order	
2. Approve the minutes from the April 23, 2013 Policy Committee meeting.	26
3. Receive a report on a MPO-RPO Summit scheduled for August 2013 (<i>Councilor Linda Flores, Town of Mesilla</i>)	1
4. Amendment #6 to the FFY2013-2018 and Amendment #1 to the FFY2014-2019 Transportation Improvement Program (TIP) a. Review the projects in Amendment #6 and Amendment #1 b. Consider approval of Amendment #6 and Amendment #1	4
5. Consider adopting a resolution approving the annual MPO Self-Certification document (<i>PC Resolution 2013-2</i>).	9
6. Consider approval of the Title VI Plan for the MPO.	15
7. Consider approval of the FFY2014-2015 Unified Planning Work Program.	16
8. Receive a report from NMDOT a. District 5 (<i>Phil Gallegos</i>) b. Planning Division (<i>Brian Degani</i>) c. Infrastructure Division (<i>Stephan Bach</i>)	
9. Transportation Alternatives Program. a. Receive a presentation on the TAP program. b. Receive information on the project selection process.	17
10. Receive a status report on population and employment data for the base and future years of the regional traffic model.	19
11. Receive a report on recent Complete Streets Advisory Group meetings.	20
12. Receive a report on the weekend traffic counts taken on May 3-5.	23
13. Information Items: a. Status Report on findings from FHWA Review b. NMDOT Long Range Plan Update c. MPO Quarterly – June 18 in Farmington d. Other	25
14. Business from: a. Chairman b. Members c. Staff	
15. Business from the Floor	
16. Adjournment	

ATTENTION PERSONS WITH DISABILITIES: If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the MPO Administrative Aide at the Downtown Center, 100 W Broadway, Farmington, New Mexico or at 505-599-1466 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the MPO Administrative Aide if a summary or other type of accessible format is needed.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #3**

Subject:	MPO-RPO Summit
Prepared by:	Joe Delmagori, MPO Planner
Date:	June 11, 2013

BACKGROUND or PREVIOUS WORK

- A MPO-RPO Summit is being proposed for August or September as a way for Policy Committee representatives from all of the organizations to meet together to discuss common policies and issues affecting everyone.
- Representatives from the Las Cruces MPO are speaking to each MPO and RPO about the summit.

CURRENT WORK

- Councilor Linda Flores with the Las Cruces MPO Policy Committee will speak to the Farmington MPO Policy Committee on June 20.

ANTICIPATED WORK

- Define the context and discussion items for the summit.
- Determine who will participate in the summit.

ATTACHMENTS

- A letter from the LCMPO Policy Committee outlining the purpose of the MPO-RPO Summit.

RECOMMENDATION

- It is recommended that the Policy Committee receive a report on a MPO-RPO Summit.

To: MPOs and RPOs

From: Sharon Thomas
Member Policy Committee
Las Cruces MPO

Re: CORRECTION
Statewide MPO/RPO meeting

PLEASE DISREGARD EARLIER MESSAGES ABOUT A MEETING ON AUGUST 17TH OR 18TH. WE DISCOVERED WE HAVE A CONFLICT AND ARE RESCHEDULING FOR SOMETIME LATER IN AUGUST OR EARLY SEPTEMBER.

The Policy Committee of the Las Cruces MPO would like to invite you to a statewide MPO/RPO Summit Meeting of Policy Committee members in late August or early September in Albuquerque.

Our members have come to realize that the MPOs and RPOs of the State of New Mexico could benefit from working together on policy issues that concern us all. For example, last year we discovered our state loses some of its federal funding every year because of problems with our open container and our DUI/DWI legislation. If we want our state to get our full allotment of federal funding--which we all know the state desperately needs--we need to work together to get that legislation changed.

Unfortunately, as we all know, MPO staff members are prohibited from lobbying the legislature. However, as elected officials and members of the policy committees of our MPOs and RPOs, we can freely lobby the legislature for those needed changes and any others that would benefit our state. Furthermore, if we know each other and can coordinate our efforts, we can more effectively work together on policy issues that affect us all

For this proposed meeting, we would like to have some conversations among ourselves about working together and we would also like to invite someone to speak on some of our common issues. We have listed some of the possible topics below

- The new federal legislation, MAP-21, has brought big changes to transportation funding. We could have a work session on MAP-21.
- At the state level, we now have TAP, another new aspect of funding. The NMDOT has developed guidelines for this funding. How do we think that is working? Do we have suggestions for improvements?
- Additionally, we continue to have the TIP/STIP program. How do the different entities handle that program? We can learn from sharing our experiences.

- Currently, the FHWA is experimenting with performance objectives. We could ask someone from the FHWA to do a presentation on what FHWA is learning from its work with performance measurements.
- NMDOT is currently working on a new statewide plan. We could ask for a report on that process.

We expect to hold this meeting at the MRCOG office in Albuquerque. It's located just across the park from Hotel Blue. We're thinking about starting at 10 am and finishing up no later than 3 pm. We might include a working lunch.

We hope you can join us for a Summer MPO/RPO Meeting in late August or early September. Here are some suggestions to help us get organized.

1. Encourage someone (or two or more) from your policy committee to attend this statewide meeting.
2. Designate someone from your policy committee to contact us so that we can plan together. Or send us their contact information.
3. Send suggestions for topics, how to organize the day, best date (on a Saturday in last August or early September), etc.

We look forward to meeting you. Please send contact information along with suggestions to Sharon Thomas at sthomas@las-cruces.org.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #4**

Subject:	FY2013-2018 TIP Amendment #6 and FY2014-2019 TIP Amendment #1
Prepared by:	Joe Delmagori, MPO Planner
Date:	June 12, 2013

BACKGROUND

- On May 15, 2013 the Farmington MPO advertised Amendment #6 to the FY2013-FY2018 and Amendment #1 to the FY2014-2019 Transportation Improvement Program.
- The amendment adds three projects to the TIP and revises three other projects as described in the attached notice.

CURRENT WORK

- Revised projects include the project description for Safe Routes to School Infrastructure, additional funding for Red Apple Transit Operating, and additional funding for the East Arterial in Aztec.
- Farmington and San Juan County have been awarded safety projects that will be added to the TIP.
- The East Pinon Hills Blvd project in 2015 will have a change to its NMDOT control number.
- A public hearing on Amendments #6 and #1 was held on May 23, 2013 during the Technical Committee meeting.
- No public comments were received during the 30-day public comment period.
- The Technical Committee recommended approval of Amendment #6 and Amendment #1.

ATTACHMENTS

- Public Notice describing the projects in Amendment #6 and Amendment #1
- Self-Certification for Amendment #6 and Amendment #1

RECOMMENDATION

- It is recommended that the Policy Committee approve Amendment #6 to the FY2013-2018 TIP and Amendment #1 to the FY2014-2019 TIP and the Self-Certification for these Amendments.

PUBLIC NOTICE

The Farmington Metropolitan Planning Organization (FMPO) is the transportation planning forum for the cities of Farmington, Aztec and Bloomfield and the surrounding county area. The MPO develops a Transportation Improvement Program (TIP), which is a program of projects reasonably expected to be funded within the next six years. This public comment period meets all of the applicable requirements of the federal transportation bill SAFETEA-LU and the federal transit requirements of Section 5307(c) (1-7).

The Farmington MPO is advertising Amendment #6 to the FY2013-FY2018 and Amendment #1 to the FY2014-2019 Transportation Improvement Program which includes the following projects:

- **Safe Routes to School Infrastructure** - revises the project description for projects funded through the Safe Routes to School Program (SRTS) for federal fiscal year (FFY) 2013 in the amount of \$250,000 for the City of Farmington (Control Number W500040):

Current Project Description	New Project Description
Construct sidewalks on Hutton Ave near Animas Elementary and on Hydro Plant Rd near McCormick Elementary	Construct sidewalks on Hutton Ave near Animas Elementary; on Windsor near Mesa Verde Elementary; and on Hydro Plant Rd and McCormick School Rd near McCormick Elementary

- **San Juan Blvd/Scott Ave Intersection** - adds this safety project to the Regionally Significant List from the Unfunded List in the amount of \$375,000 in FFY2014 using Highway Safety Improvement Program (HSIP) funding for the City of Farmington (new CN TBD).
- **CR 350/CR 390 Intersection** - adds this safety project to the Regionally Significant List from the Unfunded List in the amount of \$650,000 in FFY2014 using HSIP funding for San Juan County (new CN TBD).
- **Red Apple Transit 5307 Operating** - increases federal 5307 funding in FFY2013 from \$593,523 to \$691,836 (local match of \$691,836 increases overall total to \$1,383,672). Of this new amount, \$1,072,272 (\$536,136 both federal/local) will be used for operating costs and \$311,400 (\$155,700 for both federal/local) will be used for capital costs (existing CN 7847).
- **East Arterial** - adds funding for this project in the amount of \$2,812,000 (\$2,402,573 federal, \$409,427 match) in FFY2013 using Surface Transportation Program (STP) funding for the City of Aztec. Total project funding is increased to \$3,400,000 (currently the project is funded with a \$588,000 earmark). The funding will be for Phases 1B1 and 1B2, constructing a new intersection and road at US 550 south of the city (existing CN F100090).

- **East Pinon Hills Blvd** – this FFY2015 project will be moved from control number F100150 (to be deleted) to control number F100100. No changes will occur to the project description, termini, fiscal year, source, or amount.

As required by federal law and the Farmington MPO Public Participation Plan, the FMPO is holding a 30-day Public Comment period and Public Hearing on Amendment #6 and Amendment #1. The 30-day comment period is from Wednesday, May 15, 2013 to Friday, June 14, 2013. The public may also make comments on the proposed amendment at the following meeting:

Public Hearing: During the Farmington MPO Technical Committee meeting at 10:00 a.m. on **Thursday, May 23, 2013** in the Executive Conference Room at Farmington City Hall, 800 Municipal Dr., Farmington, New Mexico.

Written comments may be sent to the Farmington MPO at:

Fax: (505) 599-1299

Mail: Farmington MPO, 800 Municipal Drive, Farmington, New Mexico, 87401

Email: jdelmagori@fmtn.org

The public may view this amendment at www.farmingtonmpo.org. For more information contact Joe Delmagori, MPO Planner, at (505) 599-1392.

MPO SELF-CERTIFICATION

Amendment #6 to the FY2013-2018 TIP and Amendment #1 to the FY2014-2019 TIP

The Farmington Metropolitan Planning Organization hereby certifies that the following amendments are being conducted in accordance with all applicable requirements of 23 CFR 450.218 and 23 CFR 450.324 and the federal transit requirements of Section 5307(c) (1-7). The TIP Amendments were made available to the public via a notice in the local newspaper and on the MPO website. A 30-day public comment period was held from May 15 through June 14, 2013.

The project and revisions that were part of the amendments are as follows:

- **Safe Routes to School Infrastructure** - revises the project description for projects funded through the Safe Routes to School Program (SRTS) for federal fiscal year (FFY) 2013 in the amount of \$250,000 for the City of Farmington (Control Number W500040):

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Mr. Pat Lucero
Farmington MPO
Policy Committee Vice Chair

Date

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #5**

Subject:	MPO Self-Certification Document
Prepared by:	Joe Delmagori, MPO Planner
Date:	June 11, 2013

CURRENT WORK

- As stated in 23 CFR 450.334, the MPO is required to complete the self-certification process annually.
- Self-certification indicates that the MPO is addressing the transportation planning process and the major issues within the metropolitan area.
- The self-certification document will become part of the MPO FFY2014-2015 Unified Planning Work Program (UPWP).

ATTACHMENTS

- PC Resolution 2013-2.
- The MPO Self-Certification document, including supplemental information that summarizes how the MPO is effectively carrying out the planning process and its requirements.

RECOMMENDATION

- It is recommended that the Policy Committee adopt Resolution 2013-2, approving the Self Certification document, finding that the Farmington Metropolitan Planning Organization meets the requirements for Self-Certification.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
PC RESOLUTION NO. 2013-2

A Resolution Finding that the Farmington Metropolitan Planning Organization Meets the
Requirements for Self-Certification

WHEREAS, the Farmington MPO is the designated metropolitan planning organization for the cities of Farmington, Aztec, Bloomfield, and the urbanized area of San Juan County; and

WHEREAS, the Farmington MPO Policy Committee is the decision-making body for the MPO; and

WHEREAS, the Farmington MPO is responsible, with the New Mexico Department of Transportation, for addressing the planning process in accordance with 23 CFR 450.334; and

WHEREAS, the Farmington MPO annually addresses the major issues in the metropolitan planning area; and

WHEREAS, the Farmington MPO ensures that its activities are conducted in accordance with all applicable requirements; and

WHEREAS, the Farmington MPO Transportation planning process:

- a. includes development of a 25-year long range Metropolitan Transportation Plan, a short range Transportation Improvement Program, and a two-year Unified Planning Work Program; and
- b. explicitly considers the planning factors stated in current federal legislation when developing its plans and programs; and
- c. actively involves the general public in all relevant projects, activities, and public meetings pursuant to the New Mexico Open Meetings Act and in accordance with the adopted MPO Public Participation Plan;

NOW, THEREFORE, BE IT RESOLVED BY THE POLICY COMMITTEE OF THE
THE
FARMINGTON METROPOLITAN PLANNING ORGANIZATION that:

The Farmington MPO meets the applicable self-certification requirements of:

- I. 23 U.S.C. 134
- II. Title VI of the Civil Rights Act of 1964 and Title VI assurance executed by the State of New Mexico under 23 U.S.C. 324 and 29 U.S.C. 794;
- III. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity and Section 324 of 23 U.S.C., prohibiting discrimination based on gender;

- IV. Section 1201 of Moving Ahead for Progress in the 21st Century (MAP-21) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funded planning projects (sec. 105(f), Public Law 97-424, 96 Stat. 2100; 49 CFR part 26);
- V. Americans with Disabilities Act and US DOT regulations governing transportation for people with disabilities (49 CFR parts 27, 37, & 38; Section 504 of the Rehabilitation Act of 1973);
- VI. “Anti-lobbying” provisions as described in 49 CFR part 20.

BE IT FURTHER RESOLVED BY THE POLICY COMMITTEE OF THE FARMINGTON METROPOLITAN PLANNING ORGANIZATION that:

The Farmington Metropolitan Planning Organization hereby requests that the New Mexico Department of Transportation forward the self-certification document to both the Federal Highway Administration and the Federal Transit Administration.

PASSED, SIGNED, APPROVED AND ADOPTED this ____ day of _____, 2013.

Pat Lucero
FMPO Policy Committee Vice-Chair

June Markle
MPO Administrative Aide

MPO ANNUAL SELF-CERTIFICATION

In accordance with 23 CFR 450.334, the New Mexico Department of Transportation, and the Farmington Metropolitan Planning Organization for the Farmington, Aztec, and Bloomfield and the urbanized area of San Juan County hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- I. 23 U.S.C. 134
- II. Title VI of the Civil Rights Act of 1964 and Title VI assurance executed by the State of New Mexico under 23 U.S.C. 324 and 29 U.S.C. 794;
- III. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity and Section 324 of 23 U.S.C., prohibiting discrimination based on gender;
- IV. Section 1201 of Moving Ahead for Progress in the 21st Century (MAP-21) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funded planning projects (sec. 105(f), Public Law 97-424, 96 Stat. 2100; 49 CFR part 26);
- V. Americans with Disabilities Act and US DOT regulations governing transportation for people with disabilities (49 CFR parts 27, 37, & 38; Section 504 of the Rehabilitation Act of 1973);
- VI. "Anti-lobbying" provisions as described in 49 CFR part 20.

Pat Lucero
Farmington MPO
Policy Committee Vice-Chair

Tom Church
Interim Cabinet Secretary
New Mexico Department of
Transportation

Date

Date

Supplemental Information for Self-Certification Document

1. Metropolitan Planning – *The MPO shall annually certify to FHWA and FTA that the planning process is addressing major issues facing its area and is being conducted in accordance with all applicable transportation planning requirements.*

The Farmington MPO is the designated metropolitan planning organization for the cities of Farmington, Aztec, Bloomfield, and the county of San Juan. The FMPO carries out the planning process through the development of its 25-year Metropolitan Transportation Plan, its short-term Transportation Improvement Program, and a two year Unified Planning Work Program. The MPO explicitly considers the planning factors stated in current federal legislation and addresses the livability principles when developing its plans and programs. The MPO addresses applicable MAP-21 provisions that affect the MPO planning process. The MPO works in consultation with the entities and NMDOT when developing transportation plans and the UPWP. The MPO works cooperatively with its entities through the Technical Committee and Policy Committee. The MPO actively involves the general public through the requirements described in its adopted Public Participation Plan.

2. Title VI of the Civil Rights Act of 1964 – *Title VI prohibits exclusion from participation in and discrimination under federally assisted programs on grounds of race, color, or nation origin.*

The Farmington MPO involves the public in all relevant projects, activities, and public meetings pursuant to the New Mexico Open Meetings Act and in accordance with the adopted MPO Title VI Plan and MPO Public Participation Plan. Notices are posted in public buildings and local newspapers and are also posted on the MPO website. Notifications are delivered electronically to those who request them. The MPO will continue these efforts and explore new ways to reach out to the public. Efforts are made to hold meetings at times and at locations that maximize public participation, especially by under-represented groups.

3. Disadvantaged Business Enterprises (DBE) – *This program ensures equal opportunity in transportation contracting markets, addresses discrimination in transportation contracting, and promotes increased participation in Federally funded contracts by small, socially and economically disadvantaged businesses.*

The City of Farmington procurement process addresses the DBE requirements. The contracting done by the MPO is very limited and highly specialized. The MPO continues to maintain a contract for the annual traffic count program.

4. American with Disabilities Act – *Programs and activities funded with Federal dollars are prohibited from discrimination based on disability.*

All meeting locations are accessible and meeting notices include messages that state accommodations to individuals with disabilities will be made. The MPO actively solicits input from the disabled community, primarily through its working relationship with the San Juan Center for Independence and others.

5. Lobbying Restrictions – *No appropriated funds by recipients shall be used to pay any person for influencing a federal employee regarding Federal contracts, grants, loans, or cooperative agreements.*

The MPO does not provide funding to people or outside parties to lobby federal officials, organizations, or members of Congress.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #6**

Subject:	Title VI Plan
Prepared by:	Joe Delmagori, MPO Planner
Date:	June 11, 2013

BACKGROUND

- The FHWA MPO Review indicated that the MPO needs to develop a Title VI Plan.
- MPO staff worked with the NMDOT Office of Equal Opportunities to develop the Title VI Plan.
- The Title VI Plan needs to be approved by September 2013.
- The Technical Committee recommended approval of the Title VI Plan on May 23.

CURRENT WORK

- The plan includes non-discrimination statements of policy and Title VI assurances
- The plan identifies Title VI actions relating to the transportation planning requirements (UPWP, TIP, MTP) and the public involvement process.
- As the fiscal agent, the City of Farmington will handle for the MPO Title VI procedures specifically relating to Title VI complaints, reporting, and training.
- The Title VI Plan references a Limited English Proficiency (LEP) Plan; this is an activity that the MPO will take on at a later time.

ANTICIPATED WORK

- Provide NMDOT, FHWA, and FTA with the approved MPO Title VI Plan.
- Carry out the actions identified in the Title VI Plan.

ATTACHMENTS

- The final draft Title VI plan is being provided to the Policy Committee separately and will be available at the meeting.

RECOMMENDATION

- It is recommended that the Policy Committee approve the MPO Title VI Plan.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #7**

Subject:	FFY2014-2015 Unified Planning Work Program
Prepared by:	Joe Delmagori, MPO Planner
Date:	June 11, 2013

BACKGROUND

- The Unified Planning Work Program (UPWP) is the fiscal year work plan for the MPO.
- Starting with FFY2014, the MPO is moving its UPWP to cover planning activities and work products to be completed during the federal fiscal year (October to September).
- In addition, the MPO has agreed to move to a two-year UPWP (covering FFY2014 and 2015).
- The Policy Committee approved an amendment on April 23 that extends the FY2013 UPWP by three months to cover July 1-September 30, 2013.
- The Technical Committee recommended approval on May 23.

CURRENT WORK

- Staff has developed work activities for the FFY2014-2015 UPWP.
- Annual activities will include reporting and budgeting, the traffic count program, TIP maintenance, GIS, and Safe Routes to School activities.
- Major new and ongoing activities will include the MTP update, continued development of the Complete Streets process, transit data collection activities, a functional classification update with NMDOT, assisting NMDOT with its long range plan update, and calibrating/validating the traffic model.
- Staff has prepared a budget using PL and 5303 estimates from NMDOT.

ANTICIPATED WORK

- Submit the FFY2014-2015 UPWP to NMDOT.
- Begin identified projects starting in October.

ATTACHMENTS

- The final draft FFY2014-2015 UPWP is being provided to the Policy Committee separately and will be available at the meeting.

RECOMMENDATION

- It is recommended that the Policy Committee approve the FFY2014-2015 UPWP and FFY2014-2015 Budget.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #9**

Subject:	Transportation Alternatives Program
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	June 12 th , 2013

BACKGROUND or PREVIOUS WORK

- MAP-21 has created the new Transportation Alternatives Program (TAP).
- TAP merges Transportation Enhancements (TPE), Safe Routes to School (SRTS), and Recreational Trails into one program.
- Funding for TAP projects will be based on a competitive process.
- NMDOT worked with the MPOs/RPOs to develop guidelines for the project selection process.
- FHWA approved the TAP guidelines on May 9.

CURRENT WORK

- A Call for TAP projects was issued on May 16.
- The MPO will use the summer months to review, score, and select eligible projects for inclusion in the TIP.
- Brian Degani with NMDOT gave a presentation on the TAP guidelines to the Technical Committee on May 23.
- Staff is developing options for how to proceed with the project selection process.

ANTICIPATED WORK

- Collect, review, and score eligible projects.
- Select TAP projects for the MPO for inclusion in the TIP.

ATTACHMENTS

- A TAP presentation will be provided at the meeting.

RECOMMENDATION

- It is recommended that the Policy Committee receive a presentation on the Transportation Alternatives Program (TAP) and receive information on the project selection process.

What Is TAP?

- The Transportation Alternatives Program (TAP) is new under MAP-21 (the new two-year transportation bill)
- TAP combines several previous programs:
 - Transportation Enhancements (TE)
 - Safe Routes to Schools
 - Scenic Byways
- TAP is a cost reimbursement program and requires a 14.56% local match
- NMDOT is sub-allocating funding directly to MPOs/RPOs for programming into TIP/STIP

- FMPO Federal funding estimates:

Population Area Target	FFY 2014	FFY 2015
Pop. 4,999 or less (Rural)	\$ 23,293	\$ 23,293
Pop. 5,000 to 200,000	\$106,999	\$106,999
Pop. 200,001+	\$	\$
Anywhere	\$211,322	\$211,322
Total:	\$341,614	\$341,614

Note: a 14.56% local match would be added to these federal totals

- MPOs/RPOs must use the competitive process guidelines created by NMDOT to award funding. These guidelines were created in collaboration with RPOs and MPOs on April 5.
- Each MPO will program funding for both years of this two-year cycle to allow for phased planning, design and construction.
- Each MPO will structure their own internal scoring system, rank and prioritize their projects, and determine the project readiness and the shovel-readiness of projects. The more points a project received the higher the ranking and the likelihood for funding.
- Some factors that will be included in the scoring are certifications (project readiness), if the project is identified in other plans (MTP, comp plan, etc), and the project's relationship to the national planning factors.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #10**

Subject:	Population/Employment Base and Projections
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	June 13th, 2013

BACKGROUND or PREVIOUS WORK

- Staff completed its revisions and updates to the Traffic Analysis Zones (TAZ) boundaries.
- The Policy Committee approved the new TAZ boundaries on April 23.
- Updating population and employment for these TAZs for base and future years is the next step in the regional model update process.

CURRENT WORK

- Population and employment for a new 2012 baseline, a new 2025 mid-year, and a new 2040 long-range are being created by collecting and aggregating Census Data, County GIS address points, local school enrollment numbers, and local expertise.
- Staff will assign population and employment distribution based on feedback from land-use planners, developers and other data sources.
- Staff is working to incorporate the new TAZ boundaries and data series into the traffic model.

ANTICIPATED WORK

- Staff will hire a consultant to calibrate and validate the traffic model with the newly incorporated population/employment data and recently approved TAZ boundaries.
- For a long term approach, Staff is researching the pros/cons of three long-range population & employment projection approaches (Trend, Dynamic & Scenario Planning).
- Staff will consider the services of UNMs Bureau of Business and Economic Research (BBER) to assist with population and employment forecasts.

ATTACHMENTS

- Population and Employment TAZ Distribution Maps will be provided at the meeting

RECOMMENDATION

- It is recommended that the Policy Committee receive a status report on population and employment data for the base and future years of the regional traffic model.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #11**

Subject:	Complete Streets
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	June 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.
- Overview presentations on Complete Streets have been given to all councils/commissions and several organizations.
- The Complete Streets Advisory has developed values and goals that indicate the need and importance of Complete Streets.
- The Advisory Group held meetings on May 6th 2013 and June 5th 2013.

CURRENT WORK

- The MPO worked with the Advisory Group to confirm Complete Streets values, goals & visions.
- On May 6th, the Advisory Group members completed a small group exercise where they created a series of complete streets goals based on value statements originated in previous meetings.
- Staff then modified and compiled common themes and statements into specific goals.
- On June 5th, goals were then used to articulate a vision statement developed by the advisory group.
- Staff introduced the concept of defining new land use context areas and road types for the development of Complete Streets design guidelines

ANTICIPATED WORK

- Define land use context areas and road types.
- Seek approval of the vision, goals, and values which create the overall framework for the Complete Streets program.

ATTACHMENTS

- Six regional Complete Streets values and draft goals.
- Draft vision statement based on the goals

RECOMMENDATION

- It is recommended that the Policy Committee receive a report on the May 6th and June 5th Complete Streets Advisory Group meetings.

Complete Streets Core Values & Final Draft Goals

Multi-Modalism:

- Plan, design and construct appropriate amenities for all modes that provide a balanced and aesthetically pleasing transportation system from urban to rural settings
- Design and construct buffers (stripes, medians, etc) between vehicular traffic and other modes where possible
- Encourage the use of separate walking/biking paths and equestrian trails, especially along high speed arterials
- Build transit stops that are ADA compliant and accessible by walking and biking facilities
- Ensure buy-in and support from city departments and transportation agencies that multi-modal features will be incorporated into planning and construction of roads
- Encourage the local governments to develop a mechanism for constructing sidewalks for infill and vacant lots

Connectivity:

- Construct linkages - both within and to each other - among neighborhoods, developments, parks, river trails, roads, transit stops, and walking/biking/equestrian networks.
- Implement grid patterns within new developments that disperse traffic, provide connectivity for vehicles, pedestrians, and bicyclists, and slow traffic
- Design creative uses for easements (alleys, gas lines, etc) and cul-de-sacs (dead-end streets) as a means of connecting walking/biking/equestrian paths
- Encourage the local governments to develop a mechanism for constructing sidewalks for infill and vacant lots.
- Integrate and enhance natural land forms and topographies into the design and construction of roads and neighborhoods

Health:

- Ensure that transportation options are provided as a means of promoting healthy activities for all population types (children, adults, seniors, etc)
- Encourage active participation by all socio-economic groups by promoting bicycle/pedestrian events and destinations
- Market the health benefits (physical activity, less emissions, etc) of walking, biking, and taking public transit
- Develop partnerships with Health groups to educate and promote complete streets and healthy life styles

Safety:

- Integrate safety measures (buffers, medians, traffic calming, roundabouts, cross access easements, etc) into all road sections that benefit all users and maximize context appropriate measures
- Separate modes using physical structures to ensure safety of all users
- Provide context appropriate safety measures in urban and rural settings and for paved and impervious surfaces.
- Provide roadway landscaping as a means to slow traffic and appropriate lighting designed to meet land use contexts

Economic Vitality:

- Include traffic calming measures (see Safety value) that slow vehicular speeds and that encourage people to visit retail and commercial districts by walking, biking and taking transit
- Build wider sidewalks that accommodate bump-outs, landscaping, bike racks and seating areas and encourage building placements to front property lines with rear parking access, especially in commercial zones
- Provide spaces (plazas, squares, walkways & parklets) with adequate signage that encourage pedestrians to linger and shop
- Provide flexibility for public/private partnerships to attract more business & customers
- Develop design guidelines that can be flexibly designed to the scale of development considered; encourage the development of open spaces that attract pedestrian activity and use of the space

Aesthetics:

- Develop appropriately scaled and attractive public spaces that interrelate with all modes of travel
- Enhance the importance of nearby land uses by building road sections with multi-modal options
- Encourage the local municipalities and San Juan County to develop entryway signage or monuments and include landscaping and art for downtowns and neighborhoods
- Ensure that road cross sections complement, enhance & encourage attention to facade treatments, building forms, streetscaping and underground utilities

Complete Streets Final Draft Vision Statement

Plan, design, and construct connected, multi-modal, and context sensitive (appropriate) transportation networks that consider the needs of all users and (which) integrate community values of health, safety, and economic vitality in an aesthetically pleasing way.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #12

Subject:	Weekend Traffic Counts
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	June 11th, 2013

BACKGROUND

- The Policy Committee requested weekend traffic counts be taken for weekday/weekend comparative purposes.
- MPO Staff, with input from the local entities, provided the consultant with 32 weekend count locations.
- The locations covered external points at the MPO boundary, external points around the city boundaries, and key locations along East Main St.
- Counts were conducted over the weekend of May 3rd – 5th.

CURRENT WORK

- Staff has prepared a summary of the count results for review.
- Staff has compared the results with previous weekday count totals.
- The counts are typically at or below weekday numbers.
- The data indicates that Saturday has higher volumes than Sunday.
- Peak travel times are between 10:00am and 3:00pm while the other times of the day have much lower volumes.
- Staff has posted the weekend results on the MPO website.
- Staff has provided the count data to NMDOT Traffic Count Division.
- Staff has summarized and archived the count information.

ANTICIPATED WORK

- Work towards incorporating future weekend traffic counts as part of our regular scheduled counts on a semi-annual basis.

ATTACHMENTS

- Count results from the 2013 Weekend Traffic Count Locations.

RECOMMENDATION

- It is recommended that the Policy Committee receive a report on the 2013 Weekend Traffic Counts results.

2013 Weekend Traffic Count Locations

Local ID	On Route	Location at	2013 ADT WK End	Positive Dir	Negative Dir	Previous Count ADT WD	% Change Prev Count	Comments
AZ 119	NM 516	Lt Plant Rd to Ruins Rd	20,411	10,230 EB	10,181 WB	27,350	-25%	
AZ 121	NM 574	CR 3095 to CR 3072	1,460	733 NB	727 SB	1,870	-22%	
AZ 138	Ruins Rd	NM 516 to Aztec City Limits	1,908	990 NB	918 SB	1,930	-1%	
AZ 159	US 550	S Rio Grande Rd to NM 516	9,285	4,480 NB	4,805 SB	13,300	-30%	
AZ 160	US 550	NM 516 to NM 173	14,351	7,220 NB	7,131 SB	17,330	-17%	
BL 155	US 550	Sullivan Rd to US 64	9,286	4,638 NB	4,648 SB	11,330	-18%	
BL 156	US 550	US 64 to W Blanco Blvd	7,928	3,775 NB	4,153 SB	11,920	-33%	
BL 175	US 64	Church St to US 550 S	15,812	7,822 EB	7,990 WB	26,310	-40%	
BL 176	US 64	US 550 S to US 550 N (First St)	13,744	6,604 EB	7,140 WB	18,210	-25%	
FM 112	NM 516	Morningstar Dr to E Main St	18,184	9,277 NB	8,907 SB	22,800	-20%	
FM 115	NM 516	Shopping Center to English Rd	26,736	13,622 EB	13,114 WB	29,440	-9%	
FM 126	Pinon Hills Blvd	NM 170 to W 30th St	11,397	5,502 EB	5,895 WB	13,830	-18%	
FM 129	Pinon Hills Blvd	College Blvd to NM 516/Main St	12,141	6,400 EB	5,741 WB	15,630	-22%	
FM 165	US 64	NM 489 (CR 6100) to NM 170	17,758	9,342 EB	8,416 WB	22,050	-19%	
FM 168	US 64/Broadway	W Main St to Butler/Pinon St	9,846	6,143 EB	3,703 WB	16,770	-41%	
FM 216	NM 516/E Main St	30th St to Largo St	42,344	21,393 NB	20,951 SB	43,050	-2%	
FM 38	Butler Ave	Ute St to 20th St	10,741	5,960 NB	4,781 SB	13,770	-22%	
FM 5	20th St	Sullivan Ave to Hutton Ave	18,166	9,402 EB	8,764 WB	18,710	-3%	
FM 85	Main St	Lake St to Auburn Ave	10,471	3,518 EB	6,953 WB	11,750	-11%	
FM 89	Main St	San Juan Blvd to Browning Pkwy	32,109	16,221 EB	15,888 WB	32,060	0%	
SJ 106	NM 170	Pinon Hills Blvd to CR 1424	4,362	2,260 NB	2,102 SB	5,670	-23%	
SJ 109	NM 173	CR 2950 to NM 575	1,365	663 EB	702 WB	1,710	-20%	
SJ 111	NM 371	Old Fruitland Hwy/NR 36 to Murray Dr/NM 5001	13,662	6,316 EB	7,346 WB	16,200	-16%	
SJ 161	US 550	NM 173 to 5.362 mi S of Col State Line	8,451	4,396 NB	4,055 SB	10,720	-21%	
SJ 163	US 64	CR 6700 to CR 6800	16,522	8,140 EB	8,382 WB	17,490	-6%	
SJ 172	US 64	Browning Pkwy to CR 5569	20,631	10,342 EB	10,289 WB	25,048	-18%	
SJ 179	US 64	CR 4800 to CR 4785	3,045	1,501 EB	1,544 WB	5,460	-44%	
SJ 199	CR 5500	CR 5510 to US 550	3,484	1,767 EB	1,717 WB	3,530	-1%	
SJ 222	CR 6675	CR 6100 to BIA 365	5,420	2,869 EB	2,551 WB			
SJ 223	CR 6100	Boyle Rd to Harper Hill Rd	2,188	1,215 EB	973 WB			
SJ 49	CR 350	CR 5580 to CR 5030	5,300	2,122 NB	3,178 SB	9,030	-41%	Tube unplugged, recount next iteration
SJ 51	CR 350	CR 3000 to NM 516	8,032	3,907 NB	4,125 SB	9,520	-16%	

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #13**

Subject:	Information Items
Prepared by:	Joe Delmagori, MPO Planner
Date:	June 12, 2013

INFORMATION ITEMS

- a. FHWA Review of the MPO.** The MPO has finalized its Title VI Plan and is working with Farmington's Finance and Payroll to improve its time tracking procedures. Updating the JPA and working with NMDOT on TIP-STIP database coordination will be two upcoming activities.
- b. NMDOT Long Range Plan Update.** Staff attended the kickoff Cooperative Working Group meeting in Albuquerque on June 4. Representatives from all MPOs/RPOs will be assisting NMDOT through this group as well as through focus groups that cover specific elements of the plan.
- c. MPO Quarterly Meeting.** The MPO Quarterly is being held at the MPO office on June 18. The Technical and Policy Committee members are invited to attend.
- d. Other.**

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
APRIL 23, 2013

Policy Members Present: Sherri Sipe, City of Aztec
Pat Lucero, City of Bloomfield
Gayla McCulloch, City of Farmington
Scott Eckstein, San Juan County

Policy Members Absent: Dan Darnell, City of Farmington

Staff Present: Mary L. Holton, MPO Officer
Joe Delmagori, MPO Planner
Duane Wakan, MPO Associate Planner
June Markle, MPO Administrative Aide

Staff Absent: None

Also Present: Larry Hathaway, San Juan County

Ms. Sherri Sipe chaired the meeting until Mr. Lucero was able to arrive.

1. CALL TO ORDER

Ms. Sipe called the meeting to order at 1:32 p.m.

2. APPROVE THE MINUTES FROM THE MARCH 21, 2013 POLICY COMMITTEE MEETING

Ms. McCulloch made a motion to approve the minutes from the March 21, 2013 Policy Committee meeting. Mr. Eckstein seconded the motion. The motion was passed unanimously.

3. FY2014-2019 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Subject:	FY2014-2019 Transportation Improvement Program (TIP)
Prepared by:	Joe Delmagori, MPO Planner
Date:	April 11, 2013

BACKGROUND

- The TIP is a short-term program of projects expected to be completed in the next six years.
- Staff met individually with each member entity, NMDOT, and Red Apple Transit to review project information.
- The TIP projects and MPO priority lists were reviewed and modified by the Technical Committee on February 28 based on updated project information.
- The Policy Committee reviewed the draft FY2014-2019 TIP on March 21.
- A public hearing on the FY2014-2019 TIP was held on March 28 during the Technical Committee meeting.
- No public comments were received.
- On March 28, the Technical Committee recommended adoption of the FY2014-2019 TIP.

CURRENT WORK

- Staff made final changes to the TIP to reflect additions, deletions, and new project information.
- The 30-day public comment period on the final draft of the FY2014-2019 opened on March 10 and closed on April 10.

RECOMMENDATION

- It is recommended that the Policy Committee adopt the FY2014-2019 TIP (PC Resolution 2013-1).

DISCUSSION: Mr. Delmagori reviewed the final draft of the FY2014-2019 TIP. He noted that over the past few months, Staff has spoken with the individual Technical Committee members to talk over their respective projects and also to review what was already in the TIP. The draft FY2014-2019 TIP was presented to both the Policy and Technical Committees over the past month and all the changes reviewed. Mr. Delmagori noted that the public comment period was held from March 10 to April 10, 2013 with no public comments being received during the 30-day period. Additionally, the public hearing on the TIP was held during the Technical Committee meeting on March 28, 2013. No public comments were received during the public hearing.

Mr. Delmagori reviewed each of the project lists of the FY2014-2019 TIP:

Regionally Significant Project List

Mr. Delmagori noted that the two projects originally funded under the Transportation Enhancement Program (Bergin Lane pedestrian improvement and the 20th Street pedestrian facilities projects) will now come under the Transportation Alternatives Program (TAP).

Mr. Delmagori said that during the past month, the MPOs and RPOs from around the state have worked with the NMDOT Planning Office to finalize the TAP guidelines that will explain and coordinate the process for scoring, ranking, and selecting TAP eligible projects. Mr. Delmagori plans a full review of the TAP program for the Policy Committee at their June meeting. He expects NMDOT to finalize and publish the TAP guidelines soon.

Mr. Delmagori stated that the Bergin Lane and 20th Street projects will be considered with any other identified TAP eligible priorities. He said that these two projects can remain in the TIP and be amended at a later date the TAP process is finalized.

Mr. Delmagori reported on the safety improvement project on NM 173 shown on Page 5. NMDOT has informed Staff that they plan to split the \$2,000,000 programmed for this project between FY2013 and FY2014. The design work will occur in FY2013 and actual construction will take place in FY2014. Mr. David Quintana did not have details of how exactly the funding was to be split. This project will also be amended at a later time.

Mr. Pat Lucero arrived at the meeting.

Non-Regionally Significant Project List

Mr. Delmagori noted that there have been no changes to the projects shown on this list since the Policy Committee review in March.

Unfunded Project List

Mr. Delmagori stated this list consists of the MPO priorities for the various funding sources as well as the General Listing of projects that would be considered should any additional funding become available.

Mr. Delmagori referred to Page 3 of the Unfunded Project List. He reported that the traffic signal reconstruction project at the intersection of San Juan Boulevard and Scott Avenue was just selected by NMDOT to receive safety funding. The other safety project submitted for consideration was at the intersection of US 550 and NM 173; however, it was not selected. The safety projects that were selected state-wide must still be approved by the Federal Highway Administration (FHWA) so these two projects will be kept on the TIP pending final approval by FHWA.

Ms. Sipe asked if Staff knew why the safety project at the intersection of US 550 and NM 173 was not selected. Mr. Delmagori reported that NMDOT had said there was not enough crash data submitted to support the application. He noted that selection unfortunately depends on the amount of crash and fatality data available. Mr. Wakan said that more detailed and accurate accident reporting by local law enforcement might assist the entities in having the required information. It would then be available for inclusion in NMDOT's crash reports which becomes the basis for project selection. Ms. McCulloch asked if the MPO could explain the need for this detailed information to law enforcement and provide a template to document accident details. Ms. Holton said most local entities do not have a traffic engineering division and a template might be of use in that situation to provide better reporting capability. Mr. Delmagori said he would inquire of NMDOT to see if there is a procedure the MPO can follow up on to provide more detailed information. He will also follow up with the Safety Bureau to see if there is additional information on why this specific project was not selected.

Mr. Delmagori stated that if the Farmington project at the intersection of San Juan Boulevard and Scott Avenue is approved by FHWA, it will be moved to the Regionally Significant Project List. This would then allow the project at the intersection of US 550 and NM 173 to move up in priority.

Mr. Delmagori referred to the East Arterial Route (Phase IB) project for \$2,500,000 shown on Page 4. He stated that District 5 had informed him that \$2,500,000 in federal funds had been identified for this project. With a required 20% match, this would total \$2,800,000 which would be enough to cover Phase IB of the East Arterial project. Once all the details are finalized, a TIP amendment will be prepared.

Ms. Holton explained that she had discussed the Animas River Pedestrian Bridges project shown on Page 7 with the new PRCA Director, Mr. Cory Styron. He advised that the project to construct five pedestrian/bike bridges over the Animas River was the most up to date information. Ms. McCulloch had a question about the location of the bridges and Ms. Holton said she would ask Mr. Styron to elaborate on the location of the bridges and would then provide the information back to the Policy Committee.

Mr. Delmagori said there were no other changes to the Unfunded Project List.

Mr. Delmagori also noted that a copy of the Resolution to adopt the FY2014-2019 could be found on Page 2 of the Agenda.

ACTION: Ms. McCulloch moved to adopt the FY2014-2019 TIP (PC Resolution 2013-1). Mr. Lucero seconded the motion. The motion was passed unanimously.

Mr. Pat Lucero took over to Chair the remainder of the meeting.

4. CONSIDER APPROVAL OF AN AMENDMENT TO THE FY2013 UPWP, EXTENDING THE UPWP AND THE BUDGET FROM JULY 1 TO SEPTEMBER 30 SO THE ANNUAL WORK PLAN AND BUDGET MATCH THE FEDERAL FISCAL YEAR.

Subject:	FY2013 UPWP and Budget Amendment
Prepared by:	Joe Delmagori, MPO Planner
Date:	April 11, 2013

BACKGROUND or PREVIOUS WORK

- Recently the MPOs agreed to extend the current UPWP by three months so that work activities and the budget align with the federal fiscal year.
- Extending the FY2013 UPWP by three months from July 1 to September 30 will allow better coordination and timely distribution of PL funds.
- NMDOT Planning has requested that the amendment for extending the FY2013 UPWP be approved by April 15.
- On March 28, the Technical Committee recommended approval of the amendment.

CURRENT WORK

- MPO staff has updated general language in the UPWP to indicate the three

- month extension.
- Staff has made proposed revisions to current UPWP work activities to be worked on during these three months.
- The revised MPO budget reflects remaining PL and 5303 funds that are available to the MPO between January 1 and September 30, 2013.

RECOMMENDATION

- It is recommended that the Policy Committee consider approving an amendment to the FY2013 UPWP, extending the UPWP and the budget from July 1 to September 30 so the annual work plan and budget match the federal fiscal year.

DISCUSSION: Mr. Delmagori reported that the MPOs and NMDOT agreed to change the Unified Planning Work Program (UPWP) and budget to match the federal fiscal year which is from October to September. This change better aligns the distribution of the MPO's PL funding. This change also required the MPO to extend the existing UPWP by three months from July 1 to September 30.

Mr. Delmagori reviewed the changes to the current UPWP with the Policy Committee:

The introductory sections of the FY2013 UPWP show the updated dates and language necessary to detail the change from the state fiscal year to the federal fiscal year.

Mr. Delmagori stated that the various program areas of the UPWP begin on Page 11. The primary changes in this section were to add calendars to show the projects the MPO anticipates working on during the three-month extension of the UPWP. The substance of the projects will not change, but various deadlines were revised and/or additional tasks included reflecting the three-month extension.

On Page 16, Mr. Delmagori commented that the section covering the Joint Powers Agreement (JPA) will need to be rewritten to include MAP-21 requirements as outlined by the FHWA Final Report of the MPO Review. Mr. Delmagori has asked FHWA to provide some clarification on what they require to be included in this section. He hopes to be able to gather this information in the next month so the Policy Committee can review and approve the update to the JPA at their June meeting.

Beginning on Page 18 is the General Development and Comprehensive Planning section of the UPWP. Mr. Delmagori has changed the Complete Streets project to the development of guidelines rather than the policy. Based on the current Complete Streets Advisory Group focus, Mr. Delmagori believes work for the next few months will be on the guidelines with the policy development to follow afterwards.

The traffic count consultant will be taking weekend traffic counts during the first weekend in May. They will begin at 3:00 p.m. on Friday, May 3 and continue through to midnight on Sunday, May 5. Mr. Delmagori noted that additional information on these weekend traffic counts would be provided in Agenda Item #6.

Under the Long Range Transportation Planning section of the UPWP, Mr. Delmagori has added some language in the Traffic Demand Model section to note the hiring of a consultant to do the model calibration/validation process. Mr. Wakan has been working

with the entity staffs to review the population/employment data for the base year as well as the future projected years. Once this information is established, it will be provided to a consultant who will then use it to calibrate/validate the model. Mr. Delmagori said this process will likely take four to five months of work. Following the conclusion of the calibration/validation process, Staff will begin updating the Metropolitan Transportation Plan which is the 20-year long range plan for the area.

Mr. Delmagori reported on the required changes to the budget section of the UPWP which showed the MPO with a remaining FY2013 budget balance of \$254,049 that will carry the MPO through to September 30, 2013.

ACTION: Ms. Sipe moved to approve an amendment to the FY2013 UPWP, extending the UPWP and the budget from July 1 to September 30 so the annual work plan and budget match the federal fiscal year. Mr. Eckstein seconded the motion. The motion was passed unanimously.

5. CONSIDER APPROVAL OF THE TAZ BOUNDARY REVISIONS FOR THE REGIONAL TRAFFIC MODEL

Subject:	Traffic Analysis Zone (TAZ) Realignment
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	April 15, 2013

TRAFFIC ANALYSIS ZONES UPDATE

- Traffic Analysis Zones (TAZs) are used in the regional traffic model to project traffic volumes using an array of variables.
- Traffic Analysis Zones Alignments were last updated by a consultant in 2004.
- Staff has been working with GIS data and aerial mapping technology to perform realignment iterations using 2010 Census Blocks as the base map.
- A new 2010 data baseline was created to collect and aggregate population, employment, housing types & school enrollment numbers.
- Staff met with land-use planners from the four local entities to gather recommendations and insight to create a model that will better predict regional traffic patterns based on the TAZ structure.
- The proposed Traffic Analysis Zones (TAZ) structure and boundaries were reviewed by the Technical Committee on March 28st 2013.
- The Technical Committee recommended approval of the proposed Traffic Analysis Zones (TAZ) structure and boundaries.

CURRENT WORK

- Staff is calculating population & employment projections for 2025 (mid-year) and 2040 (long-range) for each TAZ.

RECOMMENDATION

- It is recommended that the Policy Committee consider approval of the proposed Traffic Analysis Zones (TAZ) structure and boundaries.

DISCUSSION: Mr. Wakan reported that Staff has been working to update the Traffic Analysis Zone (TAZ) structure to better align with the census geography and to calculate population/employment. The TAZ alignments were last updated by a consultant in 2004. The TAZ structure and boundaries were reviewed by the Technical Committee on March 28 and were recommended for Policy Committee approval.

On Page 5 of the Agenda, Mr. Wakan showed the TAZ structure from 2005; Page 6 illustrates the changes to the TAZ structure using the 2010 base model; Page 7 is an overlay of the TAZ structure with the Major Thoroughfare Plan. Mr. Wakan stated that once the TAZ structure is finalized, Staff will begin to project population/employment for the mid-year of 2025 and for 2040 for the long range model. A consultant will then be hired to calibrate and validate the model.

Ms. McCulloch questioned some of the proposed roadways shown on the map on Page 7. Mr. Delmagori clarified that the blue dashed line paralleling NM 516 represented the Northern Route. This road will loop over the Foothills area and connect to the extension of College Boulevard. The green dashed line represented the extension to Hood Mesa Trail. Mr. Wakan noted that when the TAZ boundaries were created, Staff tried to align them with Census geographies. However, in the northeast quadrant of Farmington, the census blocks did not line up with the neighborhoods because of development in the area. Ms. Holton said the City of Farmington may need to update the Census Bureau and noted that there are serious time delays in the Census Bureau incorporating updates. Ms. Holton stated the MPO would continue to provide this updated information to the Census Bureau.

ACTION: Ms. McCulloch moved to approve the proposed Traffic Analysis Zones (TAZ) structure and boundaries. Mr. Eckstein seconded the motion. The motion was approved unanimously.

6. CONSIDER APPROVAL OF THE LIST OF LOCATION FOR WEEKEND TRAFFIC COUNTS

Subject:	Weekend Traffic Counts
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	April 15, 2013

BACKGROUND

- The 2012 regular traffic count program was completed in October.
- Recounts were taken in January.
- The traffic count data was reviewed and approved by the MPO and NMDOT.
- The Policy Committee requested additional weekend traffic counts be taken.
- MPO Staff, with input from the local entities, anticipate 32 weekend count

- locations.
- The Technical Committee reviewed and recommended approval of the 2013 Weekend Traffic Count Location list.

CURRENT WORK

- Staff has prepared an initial list of count locations for review.
- Farmington has suggested a couple of other locations for the list.
- The traffic count list will be reviewed and approved by the Technical and Policy committees in March and April.
- The MPO will work with TRA to schedule and take the counts in May.

RECOMMENDATION

- Staff recommends that the Policy Committee consider approval of the 2013 Weekend Traffic Count Location list.

DISCUSSION: Mr. Wakan reported that the Policy Committee had recommended the MPO have additional weekend traffic counts taken. With feedback from the local entities as well as the Technical Committee members, a list of 32 locations was developed. After some discussions with the consultant on cost and their availability to take the counts, the entire list of 32 locations was scheduled for counting over the weekend of May 3-5, 2013. The counts will begin at 3:00 p.m. on Friday, May 3 and continue through Sunday until 12:00 midnight.

Mr. Wakan said NMDOT has agreed to add this information to their traffic count database. Staff will analyze the data to better understand the differences between weekday and weekend traffic and to, hopefully, secure additional funding for the area.

Ms. McCulloch commented that much of the highest priority counts were out west and asked how these locations had been determined. Ms. Holton said the counts were determined in consultation with the City of Farmington and San Juan County. Part of the reason for these additional weekend counts was to see the impact on traffic with the area being a retail hub as well as a medical services destination. This information should assist the region with future roadway funding and would also be made available to developers looking at the local market which could assist in bringing more amenities to the area.

Mr. Wakan also referred to Page 10 of the Agenda which showed the actual location of each count. Ms. Holton said these weekend counts are expected to show that there are quite a few visitors coming from the Navajo Nation and from both Colorado and Arizona. Mr. Delmagori said that these external counts or the outer ring of the county will tell how many people are going in and out of the area. Then the inner ring will be to capture what is coming in and out of the cities themselves. Some of the key locations on east Main Street have been identified and will demonstrate how that corridor is used. Mr. Delmagori explained that some of the other lower priority count locations were scattered throughout to help cordon off the three cities. Ms. Holton added that these counts are

expected to show that the impacts to the region are greater than the typical Tuesday, Wednesday, and Thursday counts.

Ms. Sipe asked about the count scheduled for US 550 from S. Rio Grande Road to NM 516 with the counter located at Zia Street. Because of accidents with motorists exiting the post office onto US 550, she would like to have traffic counts taken at that intersection. Mr. Delmagori said the reason for the weekend count at this location is to identify how much traffic is entering Aztec from the south. Ms. Sipe recommended that counts be considered at some point for this intersection of S. Rio Grande and US 550. Mr. Delmagori said Staff would see when this location was scheduled to be counted. The traffic count locations are on a three year rotating cycle so this location might not be scheduled for this year.

ACTION: Mr. Eckstein moved to approve the 2013 Weekend Traffic Count Location list. Ms. Sipe seconded the motion. The motion was passed unanimously.

Mr. Lucero thanked Staff for getting this weekend traffic count organized.

7. RECEIVE A REPORT FROM NMDOT

There were no representatives from NMDOT or District 5 present at the meeting.

8. RECEIVE AN UPDATE ON THE DEVELOPMENT OF A TITLE VI PLAN FOR THE MPO

Subject:	Title VI Plan
Prepared by:	Joe Delmagori, MPO Planner
Date:	April 10, 2013

BACKGROUND

- The FHWA MPO Review indicated that the MPO needs to develop a Title VI Plan.
- The Title VI Plan would ensure that the MPO prevents discrimination from low income or minority populations.
- This plan would also include an Environmental Justice component, which would ensure that no single aspect of the population would bear a disproportionate share of impacts from transportation decisions.
- The Title VI Plan needs to be adopted by September 2013.
- The Title VI boilerplate received from NMDOT was reviewed with the Technical Committee on February 28 and with the Policy Committee on March 21.
- A draft of the MPO Title VI Plan was reviewed with the Technical Committee on March 28.

CURRENT WORK

- Development of the Title VI Plan will include a non-discrimination Statement of Policy, procedures for training, public involvement, handling complaints, and resolving issues.
- The plan will relate Title VI to the transportation planning and public involvement process.
- Staff is reviewing Title VI plans from other MPOs for assistance with content.

RECOMMENDATION

- It is recommended that the Policy Committee receive an update on the development of a Title VI Plan for the MPO.

DISCUSSION: Mr. Delmagori stated that at the March Policy Committee meeting, Staff had reviewed the Title VI boilerplate provided by NMDOT. Staff has now developed a draft of the Title VI Plan for the MPO. Mr. Delmagori said the MPO Title VI Plan will focus on the transportation planning process, the documents that the MPO is required to produce, and the public participation process.

Mr. Delmagori said an introduction has been added to explain the MPO. The non-discrimination statement and the policies for Title VI and environmental justice are from the NMDOT boilerplate and should remain the same. The section on federal financial assistance references the fact that the MPO receives federal PL and 5303 funding.

The information found on Pages 2-4 of the draft MPO Title VI Plan are from the boilerplate. Mr. Delmagori said that references to property, covenants, and deeds have been removed since the MPO does not deal with these items.

Mr. Delmagori said that beginning on Page 5, the boilerplate transitions to a document more specific to the MPO. Title VI actions that relate to the various MPO projects and programs will be detailed. There will be a short introduction to each program followed by a running list of actions that will explain how the MPO will meet Title VI requirements.

Page 6 is information directly from the MPO's Public Participation Plan to illustrate through our public involvement activities that the MPO is complying with Title VI and environmental justice.

Page 7 of the draft Plan will detail the responsibilities of the Title VI coordinator, reporting procedures, Title VI training, as well as a section on limited English proficiency.

Mr. Delmagori said it is anticipated that the City of Farmington's Human Resources Director, who is the Title VI Coordinator for the City of Farmington, will also be the Title VI Coordinator for the MPO since they are the fiscal agent for the MPO.

Mr. Delmagori said the Title VI Plan for the MPO should be completed and a final draft ready for Policy Committee approval in June.

ACTION: The report was received.

9. RECEIVE A REPORT ON THE FY2014 UNIFIED PLANNING WORK PROGRAM

Subject:	FY2014 Unified Planning Work Program
Prepared by:	Joe Delmagori, MPO Planner
Date:	April 10, 2013

BACKGROUND

- The Unified Planning Work Program (UPWP) is the fiscal year work plan for the MPO.
- The MPOs recently agreed to align the work activities and budget with the federal fiscal year to provide for better coordination and timely distribution of PL funds.
- Starting with FY2014, the MPO is moving its UPWP to cover planning activities and work products to be completed during the federal fiscal year (October to September).

CURRENT WORK

- Staff is working with the entities and NMDOT to identify projects for FY2014.
- The Metropolitan Transportation Plan also outlines projects to be completed by the MPO.
- Staff has reviewed the current UPWP to identify partially completed projects that may carry into FY2014.
- Staff will discuss with the committees about consensus on moving to a two-year UPWP to cover FFY2014 and FFY2015.
- Staff will work with NMDOT to develop PL and 5303 estimates for the MPO budget.

RECOMMENDATION

- It is recommended that the Policy Committee receive report on the FY2014 Unified Planning Work Program.

DISCUSSION: Mr. Delmagori stated that the FY2014 UPWP will cover planning activities and work products to be completed during the federal fiscal year (October 2013 to September 2014).

Mr. Delmagori reported that the other MPOs around the state have developed a two-year UPWP covering two fiscal years. He noted that FMPO is currently the only MPO that is on an annual UPWP. Mr. Delmagori asked if the Policy Committee members would be amenable to a two-year UPWP. He said the two year schedule allows for greater flexibility on projects and requires less overall administrative work. The Policy Committee agreed that a two-year UPWP made sense and the document can always be amended when necessary.

On Pages 13-15 of the Agenda, there was a checklist of current FY2013 projects and the status of each. Mr. Delmagori noted that the projects on this list that have not yet been started will be included in the FY2014 UPWP.

Mr. Delmagori reviewed the draft FFY2014 UPWP which outlined some of the major projects and activities that will be a part of the new UPWP.

Program Administration

This section lists annual activities and Mr. Delmagori did not expect any changes here.

Comprehensive Development

The largest new project will be the update to the Metropolitan Transportation Plan. Mr. Delmagori stated that Staff would begin working on this Plan in the fall of 2013 and taking upwards of 18 months for completion and final approval.

Development of Complete Streets design guidelines and policies will continue.

Mr. Delmagori said the MPO Access Management Plan may need to be reviewed as it was last approved in 2009.

The annual Traffic Count Program will continue and any updates to the Intelligent Transportation Systems will be addressed.

Mr. Delmagori noted NMDOT's Functional Classification System has not been reviewed for ten years. The MPO will work with NMODT planning staff to review FMPO's functional classifications and update NMDOT databases accordingly.

Long Range Planning

The validation/calibration process of the Traffic Demand Model will be completed. The model will be used for any requests by a local entity for information and to evaluate future road projects identified through the MTP update.

Mr. Delmagori reported that there will be ongoing GIS activities.

The FMPO Major Thoroughfare Plan may need to be reviewed based on changes to the functional classification and the MTP.

NMDOT is moving forward with the US 64 project and there may be some design review meetings with regard to the different phases of this project.

The MPO will continue to respond to any corridor studies that local entities may request.

Although air quality and environmental issues have been fairly quiet in recent years, Mr. Delmagori stated that this is considered with each UPWP.

Short Range Planning

The MPO plans to hire interns for transit data collection activities again this summer. Staff will then compile and analyze the data to determine how well the system is working.

FMPO will continue to be involved with the Safe Routes to School program.

Staff will stay in contact with NMDOT and their planning activities especially as they begin the state long range plan update.

Transportation Improvement Program

Staff will continue to process TIP amendments and modifications, as well as maintain the TIP database to ensure projects are accurate and up to date.

Mr. Delmagori said the staff is also considering moving to a two-year TIP update cycle which will better align with the two-year STIP update.

Mr. Delmagori stated that the final draft FFY2014 UPWP will be ready for review and considered approval for the June Policy Committee meeting.

ACTION: The report was received.

10. RECEIVE A REPORT ON COMPLETE STREETS

Subject:	Complete Streets
Prepared by:	Joe Delmagori, MPO Planner
Date:	April 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.
- Complete Streets promote safety for all users, improve connectivity among modes, and helps create economic growth.
- Overview presentations on Complete Streets have been given to all councils/commissions and several organizations.
- The Complete Streets Advisory Group held their third meeting on April 3.

CURRENT WORK

- At the Advisory Group meeting, the members participated in an exercise confirming Complete Streets values.
- Each member wrote statements about why each value was important to them.
- The group then discussed the values and statements in more detail.
- The group voted on their preferred statements for each value.
- This exercise helped the group to understand what is important to the group with regards to the values.

RECOMMENDATION

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

DISCUSSION: Mr. Delmagori reported that the Complete Streets Advisory Group met again on April 3. He noted that over the past few months, the Advisory Group has reviewed examples of Complete Streets visions, goals, and principals from other communities and DOTs. This information was used as background information to help generate conversation and ideas.

Mr. Delmagori said that Staff had also introduced the Advisory Group to land use contexts and road typologies that were different from the conventional definitions. Looking at a principal arterial such as NM 516, it transitions significantly from Aztec to Farmington in terms of the content and the character of it. Developing new typologies and definitions would relate better to these land use contexts. Mr. Delmagori stated that the Pennsylvania DOT (PennDOT) had taken on this concept and it has worked very well for their Complete Streets initiatives.

At the April 3 Advisory Group meeting, the members participated in an exercise to confirm the values that were identified for this area's Complete Streets emphasis. Mr. Delmagori reviewed some of the value statements that were compiled by the Advisory Group at their last meeting. The exercise for the Advisory Group was to write down statements for each of the six identified values (Aesthetics, Connectivity, Economic Vitality, Multi-Modal, Health, and Safety) which would help explain why the values were important to them and to the area. Staff recorded all the statements for each of the values and, based on the individual votes of the members, ranked each of the statements based on its importance to the members. These statements will now become the basis for goals that will support the values.

Mr. Delmagori stated that at the next Advisory Group meeting on May 6, these statements will begin to help develop the goals that will support the six values. Then, using the values and goals, the Advisory Group will begin to outline their vision statement for Complete Streets. Once the vision statement is defined, discussion will focus on land use context and road typologies to develop the Complete Streets design guidelines.

ACTION: The report was received.

11. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	Joe Delmagori, MPO Planner
Date:	April 11, 2013

INFORMATION ITEMS

- a. **Joint Powers Agreement.** The FHWA Review indicated a need to revise the JPA to include MAP-21 requirements. Staff has asked FHWA for assistance with these requirements. The revised JPA will be developed in the next couple of months.

- b. **Safe Routes to School Update.** MPO Staff conducted student arrival counts at Apache and McKinley on April 9-11. Mesa Verde and Ladera are scheduled for April 23-25. Mesa Verde Elementary had a No Phone Zone ribbon cutting ceremony February 7.
- c. **National APA Conference.** Joe Delmagori attended the National APA Conference on April 13th – 17th in Chicago.
- d. **Transportation Alternatives Program.** NMDOT met with the MPOs/RPOs on April 5 to discuss the project selection process and scoring system for eligible TAP projects. An update on the TAP program will be provided at the meeting.
- e. **MPO 10 Year Anniversary Open House.** The MPO is hosting a public open house on April 30 at 1:30pm at the MPO office to celebrate the 10 year designation of the Farmington MPO.
- f. **Other.**

DISCUSSION: Mr. Delmagori reported that Staff has been working with FHWA to get their assistance on what they require to be included in the revised JPA.

Staff is assisting the Safe Routes to School coordinator with the spring student arrival counts. Mr. Delmagori also noted that Mesa Verde Elementary just had a ribbon cutting and celebration for their No Phone Zone initiative. Along with Ladera, they are the second school to implement a No Phone Zone.

Mr. Delmagori reported that he attended the National APA Conference in Chicago on April 13-17. He attended several sessions on complete and healthy streets and hopes to reference some of this information for future Complete Streets Advisory Group meetings.

The guidelines are out for the new Transportation Alternatives Program (TAP) and Staff will have an update on this program at the next Policy Committee meeting.

Mr. Delmagori reported that April marks the 10th anniversary of the MPO's official designation. The MPO will be hosting a public open house on April 30 from 1:30 p.m. to 4:00 p.m. at the MPO office to review the work completed and to celebrate the last ten years. Ms. Holton added that an invitation was extended to the Governor as well as the state's congressional delegates.

12. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Mr. Hathaway said that the Complete Streets presentation given by Mr. Wakan to the Leadership San Juan group at their government day training was well received and helped to make people aware of the MPO and its activities.

Mr. Delmagori added that several other presentations have come about as a result of the presentations and word of mouth. The San Juan College Encore Brown Bag group and the college's transit committee have requested Complete Streets presentations and

several of the transit committee members have also asked to be included on the Advisory Group. Mr. Wakan also made a recent Complete Streets presentation to the Civitans and they have asked for updates on Complete Streets and the Advisory Group's progress.

Ms. Holton said that the Complete Streets presentations were begun as a recommendation by the Advisory Group to provide information and education, and to get input from the public in order to build consensus for Complete Streets. Ms. Holton added that these presentations have also provided the opportunity for the public to learn about the MPO and their work in the region.

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

13. BUSINESS FROM THE FLOOR

Mr. Hathaway stated that NMDOT has begun working on the intersection of US 64 and La Plata Highway. He said he thought the project would extend west from the intersection for about two miles. Mr. Delmagori said he could follow up with District 5 to see what the current status is of the project. Ms. Holton added that NMDOT had just informed the City of Farmington about whom the contact person for the project was, what was to be expected during the construction, and to anticipate delays from 7:00 a.m. to 5:00 p.m.

There was no additional business from the floor.

13. ADJOURNMENT

Ms. Sipe made a motion to adjourn the meeting. Ms. McCulloch seconded the motion. The meeting was adjourned at 2:37 p.m.

Pat Lucero, Chair

June Markle, MPO Administrative Aide