

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
February 13, 2019

Technical Members Present: Steven Saavedra, City of Aztec
Jason Thomas, City of Bloomfield
Virginia King, City of Farmington
Helen Landaverde (Alt), City of Farmington
Dan Flack, Town of Kirtland
Andrew Montoya, Red Apple Transit
Larry Hathaway (Alt), San Juan County
Nick Porell, San Juan County

Technical Members Absent: Fran Fillerup, San Juan County

Staff Present: Mary Holton, MPO Officer
Jeff Kiely, NWNMCOG Executive Director
June Markle, MPO Administrative Assistant

Staff Absent: None

Others Present: Joseph Moriarty, Planning Liaison, NMDOT
David Quintana, District 5, NMDOT
Brad Fisher, NMDOT North Region Design Center
Manuel Chavez, NMDOT STIP Program
Nancy Lauro, Russell Planning & Engineering

1. CALL TO ORDER

Chair Nick Porell called the meeting to order at 10:08 a.m.

2. APPROVE THE MINUTES FROM THE JANUARY 9, 2019 TECHNICAL COMMITTEE MEETING

Mr. Hathaway moved to approve the minutes from the January 9, 2019 Technical Committee meeting. Mr. Thomas seconded the motion. The motion to approve the minutes passed unanimously.

3. ANNUAL ELECTION OF OFFICERS

Subject:	Annual Election of Officers
Prepared by:	MPO Staff
Date:	February 13, 2019

BACKGROUND

- As outlined in the MPO Committee Bylaws, the annual Election of Officers occurs in January of the new year.
- Each January, the Technical Committee selects the Chair and Vice-Chair from their membership who will serve until the next annual election.
- The Chair presides over the meetings and is responsible for the other duties outlined in the Committee Bylaws and Operating Procedures document.
- The Vice-Chair presides over the meetings in the absence of the Chair.
- Nick Porell has been serving as the recent Technical Committee Chair; Jason Thomas has been serving as the current Vice Chair.
- Current Technical Committee members eligible for election to a committee officer position are:
 - Steven Saavedra (City of Aztec)
 - Jason Thomas (City of Bloomfield)
 - Virginia King (City of Farmington)
 - Mary Holton (City of Farmington)
 - Dan Flack (Town of Kirtland)
 - Fran Fillerup (San Juan County)
 - Nick Porell (San Juan County)
 - Andrew Montoya (Red Apple Transit)
 - David Quintana (NMDOT)
- At the January 9, 2019 Technical Committee meeting, the election of officers was tabled until the February 13, 2019 meeting.

ELECTION

- Elections are to take place to select a Technical Committee Chair and Vice-Chair for 2019.

RECOMMENDATION

- It is recommended that the Technical Committee Chair accept nominations and call for a vote to elect the Chair and Vice-Chair for 2019.

DISCUSSION: Chair Porell opened up nominations for FMPO Technical Committee Chair for 2019:

- Mr. Thomas nominated Nick Porell for Chair; Mr. Flack seconded the nomination. The nomination of Nick Porell as Technical Committee Chair for 2019 passed unanimously.
- Chair Porell nominated Jason Thomas as Vice Chair; Mr. Flack seconded the nomination. The nomination of Jason Thomas as Technical Committee Vice Chair for 2019 passed unanimously.

4. REPORT ON THE FMPO BICYCLE & PEDESTRIAN PLAN

Subject:	Report on the FMPO Bicycle & Pedestrian Plan
Date:	February 13, 2019

MONTHLY REPORT

Ms. Nancy Dossdall Lauro, AICP and Senior Planner with Russell Planning & Engineering will make a presentation on the final draft of the 2019 Bicycle & Pedestrian Plan. The Plan can be viewed at:

https://www.fmtn.org/DocumentCenter/View/18564/20190123-FMPO-MASTERPLAN_12319_Posted

The Technical Committee will consider recommending adoption to the Policy Committee of the 2019 Bicycle & Pedestrian Plan at the February meeting.

DISCUSSION: Ms. Nancy Lauro presented the final draft of the 2019 FMPO Bicycle and Pedestrian Plan along with some grammar corrections and minor suggested changes from NMDOT and the entities:

- Changes in downtown Farmington to maintain consistency with NMDOT and MRA;
- Projects noted in “Successful Improvements for Bike Facilities” were added to the priority list and maps (easy projects);
 - Broadway added as an easy “fix” and it connects to East Farmington and then down to the river trail;
- Apache Street - added connection for Apache West
- Added Lake Street as it is prioritized on the state’s plan; provides better connectivity to NMDOT’s facility;
- Ditch alignment - included Echo Ditch as potential surface trail and good connectivity to river and recreational areas;
- Added Tucker Avenue as a good north/south connection and also connects down to the river;
- “County” of Farmington on Page 16 was corrected;
- Yellow strava markings not visible on Page 14, but are visible on Map B on the next page: simply add a reference on Page 14 to “see next page”.

There were no other questions or comments from the Technical Committee.

5. FMPO 2019 BICYCLE & PEDESTRIAN PLAN & POLICY COMMITTEE RESOLUTION 2019-2

Subject:	FMPO 2019 Bicycle & Pedestrian Plan and Policy Committee Resolution 2019-2
Prepared by:	MPO Staff
Date:	February 13, 2019

BACKGROUND

- April 11, 2018 marked the kickoff for the FMPO's 2019 Bicycle & Pedestrian Plan.
- The Technical Committee was the Steering Committee for the project.
- During May and June 2018, the consultant, Russell Planning & Engineering and the project manager, Nancy Lauro conducted background research with each of the MPO entities.
- Throughout the summer of 2018, public outreach meetings and pop-up events were held in each of the communities along with Riverfest, July 5 celebration in Bloomfield, and the San Juan County Fair
- In July the online survey was opened to encourage and gather public input on the Plan.
- During the fall months, the consultant worked with the entities to finalize their prioritized improvement lists.
- Comments were received throughout the project from the public, government officials, Technical and Policy Committee members, MPO Staff, and members of NMDOT. Final comments were requested to be submitted by January 11, 2019.
- A 30-day public comment period was advertised on January 27, 2019 through February 25, 2019.

ACTION ITEM

- Staff recommends the Technical Committee consider recommending adoption of proposed PC Resolution 2019-2 regarding the 2019 Bicycle and Pedestrian Plan.

APPLICABLE CITATIONS

- State of New Mexico.
 - *State Law NMSA 67-3-62* requires that provisions for pedestrian, bicycle, and equestrian traffic shall be considered as part of all NMDOT projects.
 - The *New Mexico 2040 Plan* provides guidance to address the long-term needs of New Mexico's transportation system. In particular, the 2040 Plan prioritizes investments among the state-owned transportation facilities and identifies Priority Tiers for the various modes included in the statewide transportation system.

The 2040 Plan places an emphasis on multi-modal transportation as a means of achieving a range of statewide goals and objectives. Among these stated objectives, the 2040 Plan considers the need to "provide multimodal access and connectivity for community prosperity," including making bicycling safer and more feasible on state roads.
- Farmington Metropolitan Transportation Plan.

As quoted in the FMPO's draft *2019 Bicycle and Pedestrian Plan* now under consideration:

In listing goals for the next 25 years, the MTP mentions active transportation as a means for managing traffic congestion, improving accessibility, and

promoting healthy living. Equity was also a focus of the 2040 MTP, and the six livability principles as developed by the US Department of Transportation (USDOT), Housing and Urban Development (HUD), and the Environmental Protection Agency (EPA) were included as part of its goals and policies. In four of the six stated principles, the MPO lists bicycle and pedestrian projects as actionable items that will increase transportation choices and affordable living throughout its communities.

The 2040 MTP was the first MTP issued by the FMPO that utilized the Complete Streets approach, going as far as to add an entire chapter dedicated to the methodology. The MTP also included a prioritized list of regional bicycle and pedestrian transportation improvement projects that were organized by expected completion date. The implementation timeframe of these identified TIP's ranged from 5 years to over 15 years, providing the MPO and its member entities with an organized list of active transportation improvements.

DISCUSSION: Chair Porell referenced Page 6 of the Agenda for the proposed Policy Committee Resolution 2019-2. There were no comments from the Technical Committee members on the resolution.

Chair Porell opened the public hearing. There were no comments from those in attendance and Mr. Kiely noted that the MPO had received no public comments prior to the meeting. Chair Porell closed the public hearing.

ACTION: Mr. Thomas moved to recommend adoption of proposed PC Resolution 2019-2 regarding the 2019 Bicycle and Pedestrian Plan to the Policy Committee. Mr. Hathaway seconded the motion. The motion was passed unanimously.

6. STATUS OF TIP PROJECTS

Subject:	Status of TIP Projects
Prepared by:	MPO Staff
Date:	February 13, 2019

BACKGROUND

- 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.

TRACKING INFORMATION (2018-2023 TIP)

Local Agreement Status (ARF)	ITS/Sys ENG Certification
ROW Certification	Public Involvement Certification
Design Completion 30 - 60 - 90%	
Environmental Certification	

Utilities Certification Railroad Certification Archeology Certification	
---	--

PROJECTS CURRENTLY ON FMPO TIP
<ul style="list-style-type: none"> ▪ <u>Aztec</u> F100091 - East Aztec Arterial Phase II ▪ <u>Bloomfield</u> F100300 - East Blanco Bridge ▪ <u>Farmington</u> 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 F100221 - Anesi Trail and Pedestrian Bridge TF00001 - Red Apple Transit ▪ <u>San Juan County</u> F100021 - East Pinon Hills Blvd Extension Phase III F100240 - Glade Run Recreation Area Trails F100270 - Kirtland Schools Walk Path System F100290 - CR 5500 Bridge Replacement ▪ <u>NMDOT</u> F100112 - US64 Phase V F100113 - US64 Phase VI

INFORMATION ITEM
<ul style="list-style-type: none"> ▪ This is an information item only. Committee members will have an opportunity to provide feedback regarding TIP project status and details.

DISCUSSION: The Technical Committee members provided their project updates:

City of Aztec - Steven Saavedra

Mr. Saavedra reported that the City of Aztec is having some issues with property acquisition and titles that will need to be rectified. They anticipate that this will take some time to complete and have requested a TIP amendment to carry over funding to 2019.

City of Bloomfield - Jason Thomas

Mr. Thomas said the City of Bloomfield has contracted with Johnston Land Company out of Durango to act as the right-of-way agent for the East Blanco Bridge project. The appraisals are in the final review process with NMDOT and then property acquisition will begin.

City of Farmington - Virginia King

Ms. King reported on several of the City of Farmington projects:

- Foothills Drive Enhancement Phase II - still in the right-of-way acquisition process and are awaiting a response on their TAP grant resubmittal;
- Pinon Hills Boulevard Extension Phases I and II - no update;

- 20th Street Phase III - this project has passed the 60% design mark and the consultant is now working on right-of-way mapping.

San Juan County - Nick Porell

Chair Porell reported on the San Juan County projects:

- The right-of-way submission for Pinon Hills Boulevard Phase III were received, but the file could not be opened. Chair Porell asked Brad Fisher if he would resend that information;
- Glade Run Recreation Area Trails - this project was shut down for six weeks during the federal government shutdown. They were awaiting concurrence on the layout that they were unable to attain. They have since been notified that their studies are underway on the preliminary trail network;
- Kirtland Schools Walk Path is in a winter shutdown with the project expected to restart in March;
- San Juan County made a 60% design submission on CR 5500 Bridge Replacement to NMDOT just last week. They are waiting to schedule a review meeting.

NMDOT - David Quintana

Mr. Quintana reported that the contractor for the US 64 widening project is working on some miscellaneous structure extension. The project is about 12% complete on time and approximately 5% paid out on the contract. To date there have been no major holdups or delays through the construction area. As the weather improves and the days get longer, more headway will be made.

Chair Porell stated that a traffic signal agreement between with County and NMDOT at the intersection of US 64 and CR 350 was executed by the County Commission. He will put the agreement in the mail to Paul Brasher today.

7. NMDOT REPORTS

District 5 - David Quintana

Mr. Quintana reported that NMDOT is in the process of Amendment #6 for the TIP and STIP. He said there was nothing major in the Farmington area as far as existing projects. He stated that any projects coming into the new TIP/STIP from the planning years (years three and four of the TIP/STIP) need to be submitted with new project creation and estimation forms. Mr. Quintana reiterated that any project in the current planning year of the TIP need to be fiscally constrained if they are moving forward into the new four-year TIP/STIP.

Mr. Quintana reported on some changes to NMDOT's safety program. NMDOT contracted with Jacobs Engineering who provided a statewide network screening report. This report provided the top segments/intersections and locations of pedestrian accidents. The hot spots were identified statewide as well as on the district level. With this information, NMDOT has made some changes to the application process for safety projects. The Safety Committee will be identifying projects that address the statewide Tier I locations. How the funding will be split up between the state and local agencies is still being considered. Projects identified with a previous Road Safety Audit (RSA) will move forward, but all applications will be required to address a Tier I location.

The screening report is currently an internal GIS map and Mr. Quintana was unsure when the report/map database would be shared with the local entities. He encouraged all local agencies to report crashes to UNM and NMDOT so those locations can be noted and to eventually become part of the Jacobs Engineering report. District 5 will work with the MPO to identify local areas where an application is appropriate and have it prioritized accordingly.

Planning Division - Joe Moriarty

Mr. Moriarty reported on an FHWA Grant Management Training being provided on May 14 and 15 in either Albuquerque or Santa Fe on 2 CFR 200 which governs the FHWA PL funds that the MPO receives. MPO Staff is required to attend this training and others who would benefit from the training are also invited to attend.

FHWA Office of Safety has announced the Accelerating Safety Activities Program (ASAP) for FFY2019. This program is targeted at accelerating the advancement of safety efforts in Focus States (NM is a Focus State). More information was provided in the Government to Government Update sent out on February 6.

LPA Title VI and ADA Compliance is required to LPAs to be eligible to apply for or receive federal funds. An update on each agencies status was provided in the February 6 Government to Government Update.

The MPO Quarterly is tentatively scheduled for March 13 and will be hosted by MRCOG in Albuquerque.

The annual Quality Assurance Review of the MPO is approaching. Mr. Moriarty asked Staff to submit a copy of their fiscal agent's financial audit. Once this has been provided and reviewed, he will schedule a meeting with Staff for the March/April timeframe.

Mr. Moriarty reported that the Planning Division continues to monitor the federal funding situation in regards to MPO/RTPO operations. They will let Staff know of any changes.

8. COMMITTEE MEMBER DISCUSSION ITEMS

Subject:	Committee Member Discussion Items
Date:	February 13, 2019

DISCUSSION ITEMS

DISCUSSION: Ms. King said that City of Farmington Mayor Duckett has requested maintenance and reconstruction assistance from NMDOT on their facilities (i.e.; NM 371, NM 170, and US 64) that are located within Farmington. She will share this request with Mr. Quintana and Mr. Moriarty.

Mr. Thomas thanked Mr. Quintana for his assistance in getting the handrail repaired on west Broadway in Bloomfield. He also asked for Mr. Quintana's assistance in moving forward on the cleanout of bridge #9286 on East Broadway in Bloomfield. Mr. Quintana said he would follow up on this with the Bloomfield maintenance yard.

Mr. Porell reminded the members that their NMDOT local government road fund applications are due by March 15. The applications also require resolutions from the entity's governing body.

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

9. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	MPO Staff
Date:	February 13, 2019

INFORMATION ITEMS

- a. **Update on MPO Officer search.**
- b. **Notifications from NMDOT.** Information on NMDOT's 2019 Annual Hardship Sale and 2019 Annual Public Entity Sale were emailed to Committee Members on February 4. Copies of those two opportunities are also included in the Agenda.
- c. **TIP Amendment #6.** No project change forms were submitted for FY2018-2023 TIP Amendment #6 cycle.
- d. **2019 TIP Amendment Schedule.** In alignment with NMDOT's amendment schedule, a copy of the 2019 FMPO TIP Amendment Schedule has been established and is attached for information.

DISCUSSION: Mr. Kiely reported that Mary Holton has been named as MPO Officer. The search for a qualified candidate to fill this position has been daunting and mostly unsuccessful. Mr. Kiely stated that having Ms. Holton in the role of MPO Officer was very welcome. The Technical Committee also welcomed Ms. Holton back to the MPO as the MPO Officer.

In December, the interview team spoke with applicant Corin Hooper, who they agreed was not ready for the MPO Officer position. After re-advertising for the MPO Officer and an MPO Planner, Mr. Hooper contacted Mr. Kiely and said he would be interested in being considered for the Planner position. Mr. Kiely said that if there were no reservations, he would like to offer the MPO Planner position to Mr. Hooper. Mr. Kiely stated that no other serious qualified applications were received from the recent advertising.

Some information was emailed to members on February 4 from NMDOT (copies also included with the Agenda) on their 2019 Annual Hardship Sale and 2019 Annual Public Entity Sale. Mr. Porell noted that the timing of the sales do not work well with the setting of their fiscal capital budget.

The MPO did not receive any project change forms for the TIP Amendment #6 cycle. A change form from the City of Aztec for the Aztec East Arterial was believed to be administrative in nature and would not require a formal amendment. However, because it involved prior year funding, a formal amendment was required. Due to the timing of the required legal advertising and the deadline for Amendment #6 cycle, this change will be addressed in the next amendment cycle in April/May.

As required by NMDOT, a new TIP amendment schedule for 2019 was prepared and is included as an attachment to the Agenda (Page 13). The call for TIP Amendment #7 will go out on April 10, the completed change request forms will be due to the MPO by April 24, with Technical and Policy Committee consideration in May. The submittal deadline to NMDOT is June 14.

Ms. Holton commented that she was pleased to be back with the MPO. She will be able to focus on the MPO and the Community Development Block Grant (CDBG) programs. The City of Farmington is getting ready to embark on a new comprehensive plan process as part of planning the city's future and re-packaging itself with more of an outdoor focus. Ms. Holton said that she is planning to retire next year and it would be difficult to change Community Development Directors in the middle of that huge process. Additionally, she is excited about ending her career as a transportation planner.

Ms. Holton distributed copies of an amended Corrective Action Plan (CAP) received by the MPO in January. The previous CAP issued to the MPO in March 2017 has been closed. Staff was very successful in completing those requirements and Ms. Holton is confident that Staff will be equally successful in meeting and implementing the requirements of these two new findings. For the sake of transparency, Ms. Holton wanted to ensure that both FMPO committees were aware of what has been placed on the MPO. Ms. Holton said to please let her know if there were any questions.

10. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

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

11. PUBLIC COMMENT ON ANY ISSUES NOT ON THE AGENDA

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

12. ADJOURNMENT

Mr. Hathaway moved to adjourn the meeting. Mr. Saavedra seconded the motion. The motion passed unanimously and Mr. Porell adjourned the meeting at 10:55 a.m.



Nick Porell, Technical Committee Chair



June Markle, Administrative Assistant