

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
AUGUST 22, 2019

Policy Members Present: Jeanine Bingham-Kelly, City of Farmington
Sean Sharer, City of Farmington
Julie Baird, City of Farmington
Dan Flack (Alt.), Town of Kirtland
Larry Hathaway (Alt.), San Juan County

Policy Members Absent: Sheri Sipe, City of Aztec
Curtis Lynch, City of Bloomfield
David Quintana, NMDOT District 5
John Beckstead, San Juan County
Glojean Todacheene, San Juan County

Staff Present: Mary Holton, AICP, MPO Officer
June Markle, MPO Administrative Assistant

Staff Absent: None

Others Present: Joseph Moriarty, Planning Liaison, NMDOT (via phone)
Aaron Sussman, BHI, MTP Consultant (via phone)

1. CALL TO ORDER

Chair Sharer called the meeting to order at 1:32 p.m.

2. APPROVE THE MINUTES JUNE 27, 2019 POLICY COMMITTEE MEETING AND THE JULY 25, 2019 SPECIAL POLICY COMMITTEE MEETING

Councilor Bingham-Kelly moved to approve the minutes from the June 27, 2019 Policy Committee meeting and the minutes from the July 25, 2019 Policy Committee Special meeting. Mr. Hathaway seconded the motion. The motion passed unanimously.

3. MTP UPDATE – BOHANNAN HUSTON

Ms. Holton introduced Aaron Sussman, Planner, with Bohannan Huston that was awarded the contract to develop the 2045 MTP.

A summary of Mr. Sussman's presentation is summarized below:

Project Team

Bohannan Huston – Lead Consultant

Sites Southwest – public/stakeholder outreach effort

EcoResource Management Systems, Inc. (Bob Shull) – travel demand modeling

Toole Design – conduct bicycle, pedestrian, and complete streets analyses.

What Is An MTP

- Revised every five years
- Consider current and projected regional transportation needs
- Develop a transportation vision for the region
- Consider how to best utilize the federal funding available to the region and meet regional needs.

Key MTP Components

- Existing conditions
- Growth projections and land use
- Distribution of population and jobs to understand trips that people take
- Analysis for all modes of transportation (integrate newly adopted Bike/Ped Plan into the MTP)
- Funding analysis
- Project lists (update and revise list from the 2040 MTP)

Key Considerations from the 2040 MTP

- Responded to higher levels of projected growth
- Emphasized maintenance needs
- Looked at Complete Streets
- Introduced prioritization process and performance measures for the first time (consider progress made)

Growth Projections

- Population growth projected to be much higher in the previous MTP
- Revised projections now show a 7% total growth between 2010 and 2040 rather than 40%.
- Changing age dynamics: increasing share of senior citizens (65 and older) from 11% to 18%. These citizens are typically not commuters as they are usually outside the labor force.

Traveling Modeling and 2045 Trend Scenario

- 2045 MTP update includes updates to travel demand model
- New population and growth forecasts at subarea level (not just county level)
- Travel modeling of current and projected roadway conditions

Additional Focus Areas

- Integration of the new Bicycle & Pedestrian Plan
- Freight: truck, air, and rail
- Performance measures and progress since 2015
- Review/update prioritization process (tie investments to the goals and objectives of the plan)
- Climate change analysis (NMDOT requirement)

Public/Stakeholder Outreach

Phase 1 (Fall 2019) – information gathering: public meetings across FMPO communities as well as online outreach (project website, interactive map, questionnaire).

Phase 2 (early 2020) – regional needs and strategies and review priorities: public meeting and focus groups.

Phase 3 (summer 2020) – draft MTP – final public meeting and focus groups.

Role of FMPO Technical Committee

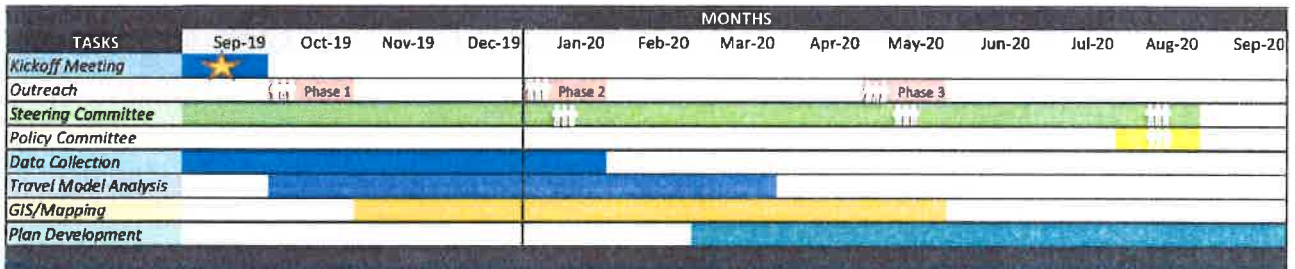
- Serve as Steering Committee
- Develop goals and objectives
- Help identify local agency needs and priorities
- Update project lists
- Review draft MTP
- Receive monthly updates from BHI

Role of FMPO Policy Committee

- Final approval and adoption
- Regular updates from BHI
- Help identify local agency needs and priorities, as appropriate

Schedule

12-month update process
Plan must be completed and adopted by September 2020



4. FFY2019-2020 UPWP AMENDMENT #4 AND POLICY COMMITTEE (PC) RESOLUTION 2019-4

Subject:	FFY2019-2020 UPWP Amendment #4 and Policy Committee (PC) Resolution 2019-4
Prepared by:	Mary Holton, AICP, MPO Officer
Date:	August 22, 2019

- | BACKGROUND | |
|-------------------|--|
| ▪ | The MPO maintains a Unified Planning Work Program, which sets forth the tasks the MPO will undertake in a given fiscal year. |

- The Policy Committee approved the MPO's two-year FFY2019-2020 UPWP on June 28, 2018. The NMDOT approved the first amendment (administrative) in December 2018. The Policy Committee approved the second amendment on March 15. The MPO submitted the third amendment (administrative) to correct a scrivener's error on July 30, 2019.
- This fourth amendment is necessary to shift the FTA FFY2017 & FFY2018 carry-over funds (second amendment) from FFY2019 to FFY2020 to assist in paying for the preparation of the MTP.
- On August 4, the required 15-day public review/comment period for Amendment #4 to the FFY2019-2020 Unified Planning Work Program (UPWP) began. The notice was posted on the MPO's website and in the Daily Times.
- The Technical Committee recommended their approval of the proposed amendment and PC Resolution on August 14, 2019.

**STAFF RECOMMENDATION, APPLICABLE CITATIONS,
CONSEQUENCES OF NON-COMPLIANCE**

- MPO Staff recommends that the MPO Technical Committee recommend approval of Amendment #4 to the FFY2019-20 UPWP and Policy Committee (PC) Resolution 2019-4 to the MPO Policy Committee.
- The NMDOT Policy and Procedures Manual requires the submittal of an Amendment on a quarterly basis (March 15; June 15; September 15 (in odd-numbered FFYs); December 15).
- The following citation is applicable: § 450.308 Funding for transportation planning and unified planning work programs. See next page for the citation.
- Consequences of not following this citation: The MPO would be in violation of § 450.308. NMDOT would likely issue a Corrective Action Plan (CAP) to the MPO, which could potentially delay reimbursements.
- §450.308 Funding for transportation planning and unified planning work programs.
 - (a) Funds provided under 23 U.S.C. 104(d), 49 U.S.C. 5305(d), and 49 U.S.C. 5307, are available to MPOs to accomplish activities described in this subpart. At the State's option, funds provided under 23 U.S.C. 104(b)(2) and 23 U.S.C. 505 may also be provided to MPOs for metropolitan transportation planning. At the option of the State and operators of public transportation, funds provided under 49 U.S.C. 5305(e) may also be provided to MPOs for activities that support metropolitan transportation planning. In addition, an MPO serving an urbanized area with a population over 200,000, as designated by the Bureau of the Census, may at its discretion use funds sub-allocated under 23 U.S.C. 133(d)(4) for metropolitan transportation planning activities.
 - (b) An MPO shall document metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 in a unified planning work program (UPWP) or simplified statement of work in accordance with the provisions of this section and 23 CFR part 420.

(c) Except as provided in paragraph (d) of this section, each MPO, in cooperation with the State(s) and public transportation operator(s), shall develop a UPWP that includes a discussion of the planning priorities facing the MPA. The UPWP shall identify work proposed for the next 1- or 2-year period by major activity and task (including activities that address the planning factors in §450.306(b)), in sufficient detail to indicate who (e.g., MPO, State, public transportation operator, local government, or consultant) will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds.

(d) With the prior approval of the State and the FHWA and the FTA, an MPO in an area not designated as a TMA may prepare a simplified statement of work, in cooperation with the State(s) and the public transportation operator(s), in lieu of a UPWP. A simplified statement of work shall include a description of the major activities to be performed during the next 1- or 2-year period, who (e.g., State, MPO, public transportation operator, local government, or consultant) will perform the work, the resulting products, and a summary of the total amounts and sources of Federal and matching funds. If a simplified statement of work is used, it may be submitted as part of the State's planning work program, in accordance with 23 CFR part 420.

(e) Arrangements may be made with the FHWA and the FTA to combine the UPWP or simplified statement of work with the work program(s) for other Federal planning funds.

(f) Administrative requirements for UPWPs and simplified statements of work are contained in 23 CFR part 420 and FTA Circular C8100, as amended (Program Guidance for Metropolitan Planning and State Planning and Research Program Grants).

ACTION ITEM

- The Technical Committee and Staff recommend that the Policy Committee consider approval of proposed Amendment #4 to the FFY2019-2020 UPWP and proposed Policy Committee Resolution 2019-4.

DISCUSSION: Ms. Holton reported that Amendment #4 to the FFY2019-2020 Unified Planning Work Program (UPWP) is needed to shift the FTA carryover funds from FFY2017 and FFY2018 and to be allowed to spend them in FFY2019, FFY2020 or both. The majority of the funds will be moved to FFY2020 to help with the cost of developing the MTP. A red-lined copy of the proposed UPWP is on Pages 4-41 of the Agenda. The required 15-day public comment period began on August 4. Ms. Holton stated that the Technical Committee along with Staff recommend approval of Amendment #4.

Chair Sharer opened the public hearing. No comments were received. The public hearing was closed.

ACTION: Mr. Hathaway moved to approve Amendment #4 to the FFY2019-2020 UPWP and Policy Committee Resolution 2019-4. Councilor Bingham-Kelly seconded the

motion. The motion to approve Amendment #4 and Policy Committee Resolution 2019-4 was unanimously approved.

5. REVIEW OF THE DRAFT PUBLIC PARTICIPATION PLAN

Subject:	Review of the Draft Public Participation Plan
Prepared by:	Mary Holton, AICP, MPO Officer
Date:	August 22, 2019

BACKGROUND

- The current Public Participation Plan (PPP) was adopted on January 19, 2012 and amended on January 28, 2016.
- The PPP must be reviewed/updated at least every five (5) years, prior to the updating the MTP.
- The PPP has been revised purposely to address issues raised in the MPO's recent Quality Assurance Review (QAR) by NMDOT, specifically in Item 8 (pages 8-9 of the QAR).

CURRENT WORK and ATTACHMENTS

- Substantive changes in the revised PPP include:
 1. Adding Kirtland as a member entity and NWNMCOG as the MPO's administrative agent.
 2. Enlarging the MPO's public outreach efforts by:
 - a. Publishing and posting public notices for draft and final documents in English and Spanish (page 11 of the draft PPP).
 - b. Adding Public Comment forms at meetings and different locations (page 15 and Appendix B of the draft PPP).
 - c. Adding locations for posting meeting notices, public comment forms, and draft planning documents (page 20 of the draft PPP).
 3. Adding FAST Act language to Planning Goals (pages 4-5 of the draft PPP).
- The required 45-day public review/comment period for the draft PPP is from August 11-September 26.
- Both Committees will review the draft PPP in August.
- A copy of the QAR is attached; a copy of the draft PPP will be sent out separately.

INFORMATION ITEM & APPLICABLE CITATION

- The Policy Committee is asked to review the draft and provide staff with questions and comments at this meeting.
- Both Committees will consider the revised PPP for approval in September.
- 23 CFR 450.316

DISCUSSION: Ms. Holton reported that the Public Participation Plan (PPP) is currently in the 45-day public comment review period that will end by September 26. Both the

Technical and Policy Committees will consider adoption of the revised PPP at their September meetings.

The PPP is an MPO work document that is updated prior to developing a new MTP. The PPP is then applied to the MPO's public participation process for the next five years. The previous PPP was adopted on January 19, 2012 and amended on January 28, 2016. The PPP is required to be reviewed and updated every five years. Many of the current changes are a result of issues raised by NMDOT in the MPO's Quality Assurance Review (QAR) received in April 2019 (copy of the QAR on pages 43-53 of the Agenda).

The substantive changes in the revised PPP include:

- Kirtland added as a member entity and the NWNMCOG as the MPO's administrative agent;
- Enlarge the MPO's public outreach efforts by:
 - o Publishing and posting public notices for draft and final documents in English and Spanish (page 11 of the draft PPP);
 - o Adding Public Comment forms at meetings and different location (page 15 and Appendix of the draft PPP);
 - o Adding locations for posting meeting notices, public comment forms, and draft planning documents (page 20 of the draft PPP); additionally, the MPO Office will be added to this list along with San Juan College campus locations;
- FAST Act language added to Planning Goals (pages 4-5 of the draft PPP).

Chair Sharer asked if Staff had received any public input to date. Ms. Holton replied that the MPO has received no public input.

6. QUARTERLY EDUCATION: INTEGRATING RESILIENCE INTO THE TRANSPORTATION PLANNING PROCESS

Subject:	Quarterly Education: Integrating Resilience into the Transportation Planning Process
Prepared by:	Mary L Holton, AICP, MPO Officer
Date:	August 22, 2019

PRESENTATION

Recent disasters, including wildfires in California, flooding in Colorado, ice storms in Atlanta, and hurricanes from the Gulf Coast to the Northeast, have endangered the long-term investments that Federal, state, and local governments have made in transportation infrastructure.

Transportation agencies across the country are assessing ways to ensure that our nation's transportation infrastructure is resilient-prepared for and able to withstand, respond to, and quickly recover from potential disruptions.

Addressing this critical issue is included in the U.S. Department of Transportation Strategic Plan for FY 2018-2022, which includes development of new tools to improve transportation infrastructure durability and resilience as a priority innovation area. It also states that infrastructure should be made resilient and durable to withstand extreme weather events.

Doing so will reduce future maintenance costs over the full life cycle of transportation assets. In addition, The Fixing America's Surface Transportation (FAST) Act, signed into law in December 2015, requires agencies to consider resiliency during transportation planning processes.

FHWA is developing resources for State DOT and MPO planners on integrating resilience into the transportation planning process. FHWA has developed a white paper and fact sheet and is developing case studies, a Q&A document, and a handbook. FHWA also sponsored three peer exchanges to explore approaches to incorporating resilience into the planning process with State DOTs, MPOs and other stakeholders.

Three (3) short readings have been provided to you: "Resilience and Transportation Planning," "Considering Resilience in Transportation Planning: Laying the Groundwork," and, "Building Resilient Transportation."

DISCUSSION: Ms. Holton reported that NMDOT has directed the MPO to include climate change/resiliency analysis in the MTP. Recent federal regulations in the FAST Act require the MPO to deal with resilience in the transportation planning documents and, primarily, the MTP.

The FHWA defines resilience as "the ability to anticipate, prepare for, and adapt to changing conditions and withstand, respond to, and recover rapidly from disruptions". Resilience in transportation planning means to look at the area's vulnerabilities and decide how to protect the transportation infrastructure. Early pilot projects that began in 2011 and sponsored by USDOT and FHWA looked at vulnerabilities in Arizona with high heat and in Florida with excessive water concerns. The issues will vary from region to region. Page 56 of the Agenda shows a chart depicting opportunities to integrate resilience at each stage of the transportation planning process.

REPORTS FROM THE NMDOT

Planning Bureau – Joseph Moriarty

Mr. Moriarty reported that there have been internal changes in NMDOT's Planning Bureau and a revised PPM will be coordinated to reflect the changes made.

NMDOT has begun work on the state's long-range transportation plan update with an internal kickoff. Their consultant is beginning to look at conditions and needs, research trends, and review performance measures the Stakeholder workshops are planned for the early spring of 2020 and the MPOs will be invited to participate in those meetings.

District 5 – David Quintana

Mr. Quintana was unable to participate in the meeting, but provided a written update that Ms. Holton shared:

- F100112/113 (US 64) – partial traffic switch to new side to work on the south side of the highway drainage extensions. Subgrade operations and pipe placement continues. Project on schedule.
- F100310 (NM 170) – two mile mill and fill operations ongoing; no distressed areas discovered to date and no issues dealing with rush hour traffic. Shortened the work zone to one mile earlier in the week so traffic flowed smoother and there were less delays.

Chair Sharer commented on the intersection of US 64 and Andrea Drive has become very dangerous for traffic on Andrea Drive trying to turn west toward Farmington and asked if something could be done to make it safer. With the construction, the intersection is congested, an awkward configuration, and traffic on US 64 is not stopping at the traffic light. Ms. Holton said she would pose that question to David Quintana of District 5.

8. COMMITTEE MEMBER DISCUSSION ITEMS

Subject:	Committee Member Discussion Items
Date:	August 22, 2019

DISCUSSION ITEMS

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

9. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	MPO Staff
Date:	August 22, 2019

INFORMATION ITEMS

- a. **FFY2020-2025 TIP Amendment Schedule.** A proposed schedule has been approved by NMDOT. See attached.

DISCUSSION: A copy of the final proposed FFY2020-2025 TIP Amendment Schedule is provided on Page 72 of the Agenda. The schedule is for two years with planned quarterly amendment cycles. The first call for amendments will be on September 23.

It is extremely important that a quorum can be met for any Policy and Technical Committee meeting in order to recommend or take action. This is a reminder to all Committee members that telephonic voting and participation at meetings is allowed when attendance by a member is not possible.

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 public comment on any issues not on the agenda

12. ADJOURNMENT

Councilor Bingham-Kelly moved to adjourn the meeting and Mr. Hathaway seconded the motion. Chair Sharer adjourned the meeting at 2:10 p.m.



Sean Sharer, Policy Committee Chair


June Markle, Administrative Assistant