

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
July 22, 2010

Technical Members Present: Julie Baird, City of Bloomfield
Chico Quintana, City of Farmington, Alternate
Dave Keck, San Juan County

Technical Members Absent: Nica J. Westerling, City of Farmington
Cindy Lopez, City of Farmington
City of Aztec (currently vacant)

Staff Present: Martin Lucero, MPO Associate Planner
Kathy Bonnell, MPO Administrative Aide

Staff Absent: Bob Campbell, MPO Officer
Joe Delmagori, MPO Planner

Also Present: Linda Sillers, San Juan Center for Independence
Larry Joe, Navajo DOT - Shiprock
Larry Hathaway, San Juan County
Robert Anaya, NMDOT Department of Secretary
Roshana Moojen, City of Aztec

1. CALL TO ORDER

Ms. Baird called the meeting to order at 10:10 am.

2. APPROVE THE MINUTES FROM THE JUNE 24, 2010 TECHNICAL MEETING

Mr. Keck motioned to approve the minutes from the June 24, 2010 Technical Committee meeting and Mr. Quintana seconded the motion. Motion was passed unanimously.

3. HOLD A DISCUSSION ON THE TIP-STIP PROTOCOLS

Since there were no NMDOT representatives present, the Technical Committee decided to table this discussion until their August 26 meeting.

4. REVIEW ROAD CLASSIFICATIONS AS PART OF MPO MAJOR THOROUGHFARE PLAN

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject:	MPO Major Thoroughfare Plan
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	July 13, 2010

BACKGROUND or PREVIOUS WORK

- Staff has met with member entities to discuss the proposed MPO Major Thoroughfare Plan.
- Staff is identifying any road classifications that differ between the local agencies and NMDOT.
- In the development of the MTP, consideration will be given to all transportation modes including transit alternatives, bicycle, pedestrian, and operating strategies.

CURRENT WORK

- Review NMDOT criteria for functional classifications.
- Work with NMDOT to review the state designation for classified roadways in the MPO.
- Work with the Technical Committee members to identify differences in classifications, to organize requests for reclassifications, and to determine classifications for new roads.
- MPO presentations to planning and zoning commissions of each member entity.

ANTICIPATED WORK

- The development of a Roadway Classification Map showing all existing and future roadway designations.
- MPO Policy Committee adoption of the MTP during early fall.
- NMDOT and FHWA approval of changes to road classifications.

BACKUP MATERIAL

- Classification table showing differences in classifications, proposed changes to the state classified roadway system, and classifications for new roads. (Provided under separate cover to the Tech members)

RECOMMENDATION

- It is recommended that the Technical Committee review the road classifications as part of the MPO Major Thoroughfare Plan.

Discussion: Mr. Lucero passed out a table of road listings with all the current and proposed road classifications. To better organize requests for reclassifications and to determine classifications on new roads, Mr. Lucero asked the committee to review the table to identify differences in classifications. He also stated the table is color coordinated by type of reclassification and sorted for each individual entity. Mr. Lucero informed the committee this is based on federal, MPO, and local road classifications. He also stated the roads listed in the table are the same roads that were visually represented on the map used during the meetings held with each entity. The only exception is this table does not show roads yet to be constructed. Mr. Lucero stated instead of just declassifying roads like Lovers Lane, the MPO will try to swap them for other roads, similar to what was done recently in Bloomfield where Maple Ave replaced Calle de Rio on the classification list. He also stated any roads labeled for reclassification would be done first. An example would be County Road 350, where it is currently classified as a minor collector but should be classified as an arterial.

Mr. Quintana stated he needed some time to go over the list and he will get back with Mr. Lucero with any changes. Mr. Keck commented that County Road 5569 was partially removed when County Road 350 was built and is currently functioning as a long driveway. He felt that it would be appropriate to declassify it in lieu of another road. Ms. Baird asked if staff would be seeking adoption at the September Policy Committee meeting. Mr. Lucero indicated the classification list will be taken to the Policy Meeting in September and if approved it will then be taken to the State for discussion. In October the MPO will seek adoption by the entities. Final approval will then be needed by the FHWA. If all goes well the MPO will begin working on classification changes outlined in the Major Thoroughfare Plan in the upcoming year.

Action: The report was received

5. RECEIVE REPORT ON RED APPLE TRANSIT STUDY

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject:	Red Apple Transit Study
Prepared by:	Joe Delmagori, MPO Planner
Date:	July 13, 2010

BACKGROUND or PREVIOUS WORK

- The 2035 MTP identifies a need to evaluate the current transit system.
- The MPO and Red Apple Transit are working with LSC Consulting to determine future transit needs and make recommendations for expansion options.
- The first public meeting on the transit study was held on June 3.

CURRENT WORK

- LSC Consulting is developing a technical memorandum that will identify current transit need and determine future transit demand out to the year 2020.
- The consultant is holding stakeholders meetings during the week of July 26.
- The next transit study public meeting is July 29 at the Farmington Civic Center from 11:00am to 1:00pm.

ANTICIPATED WORK

- Assist with land use and demographic analysis
- Transit needs assessment
- Transit expansion scenario development

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on the Red Apple Transit Study.

DISCUSSION: Mr. Lucero discussed the Technical Memorandum that was received from LSC Consultants. The memorandum is comprised of five chapters forecasting the future transit demand out to the year 2020 and was given to the MPO for review. Mr. Lucero encouraged the members to attend the public meeting on July 29 at the Farmington Civic Center in which the LSC Consultants will discuss their initial findings. Ms. Baird questioned if there was much representation from Bloomfield. Mr. Lucero stated there was one individual who attended the meeting. The individual lived in the county but worked in Bloomfield. Mr. Lucero then encouraged representation from each member entity as LSC will be discussing the current ridership for each route and will be seeking input on route expansion. Ms. Baird stated she would make sure someone would attend on behalf of Bloomfield. Mr. Lucero then reiterated the need to have multiple individuals from each entity there to express their ideas for transit improvements.

ACTION: The report was received

6. RECEIVE REPORT ON SAFE ROUTES TO SCHOOL PUBLIC MEETING IN BLOOMFIELD

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Bloomfield SRTS Public Meeting
Prepared by:	Joe Delmagori, MPO Planner
Date:	July 14, 2010

BACKGROUND or PREVIOUS WORK

- Bloomfield city staff and school district representatives are preparing to have a Safe Routes to School program for the 2010-2011 school years.
- MPO has met with both groups to explain the SRTS program and to help with initial preparations.
- Central Primary and Mesa Alta have been identified as two possible schools for the program.

CURRENT WORK

- Bloomfield city and school staff organized a kick-off SRTS meeting on June 30.
- The NMDOT SRTS Coordinator presented an overview of the program and provided examples on how to start a program.
- The MPO described some of the experiences that Farmington has had with the development of a program.
- Other presenters included Bloomfield city and school staff and District 5.

ANTICIPATED WORK

- Distribute SRTS information to parents and students when school starts.
- Seek volunteers who will assist with the program.
- Organize walking events and other encouragement activities.

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on the Safe Routes to School public meeting in Bloomfield.

DISCUSSION: Mr. Lucero discussed the public meeting held on June 30 and indicated that the attendance was low, but the participation from the individuals present was good. The meeting was attended by representatives from Bloomfield schools, NMDOT, the City of Bloomfield, and the MPO. Staffs from Bloomfield and the school district are preparing a Safe Routes to School program for the upcoming school year 2010-2011. The school district has selected a coordinator to work with the pilot schools. Mr. Lucero also stated Jessica Frost

had some concerns with US 64 being a six lane highway and the abilities of kids to cross the road on their walk to school. A suggestion was made to write a letter to NMDOT expressing the concerns for pedestrian accommodations along US 64. The letter should address the issues such as insufficient pedestrian facilities and making it safer for walkers and bicyclist.

ACTION: The report was received

7. RECEIVE REPORT ON RED APPLE TRANSIT UPDATE

FARMINGTON METROPOLITAN PLANNING ORGANIZATION

Agenda Item

<p>Subject: Red Apple Transit Update Prepared by: Martin Lucero, MPO Associate Planner Date: July 13, 2010</p>

RED APPLE UPDATE

- Overall ridership reached 12,119 passengers in June, an increase of 15% over the previous month.
- Aztec saw a significant decrease of 36% in ridership over the previous month.
- Bloomfield, Kirtland and Farmington saw increases in ridership over the previous month, with 22%, 10% and 16% respectfully.
- Bloomfield, Kirtland, and Farmington had increases over the same period last year with 37%, 45% and 10% respectfully.
- The ridership report is attached.

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on Red Apple Transit.

DISCUSSION: Mr. Lucero discussed the overall ridership for the Red Apple Transit. Overall ridership increased by 15% from the previous month and reached 12,119 passengers. Mr. Lucero then reviewed the ridership numbers for each individual route. Once again the Bobcat route seems to be following its annual trend of increasing during the summer months. The increase may be dampened by buses becoming too full to accommodate passengers. Mr. Lucero encouraged representation from the Bloomfield Senior Center or Special Projects

Coordinator at the July 29 transit study meeting in Farmington. Ms. Baird stated she has Sherri Grona contracted as the Special Projects Coordinator and would be willing to send either her or another representative to the meeting as she will be unable to attend. Mr. Lucero stated that would be helpful. Mr. Lucero also stated the new Trolleys are now operating.

ACTION: The report was received

8. INFORMATION ITEMS

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject:	Information Items
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	July 14, 2010

INFORMATION ITEMS

- a. **Amendment #1 to the FY2011-2016 TIP.** A public comment period will be held in August for Amendment #1 to the FY2011-2016 TIP. The amendment will reflect funding changes to the US 64 Project. The final project amount for Phase 2, including right of way, is \$30,818,733. Approval of the amendment is anticipated to occur at the September Policy Committee meeting.
- b. **MOA Renewal.** The MOA between the MPO and NMDOT expires at the end of December. MPO staff is currently reviewing the document. The revised MOA will eventually need approval from the Policy Committee.
- c. **MPO Road Inventory update.** Staff is currently updating the road inventory database of classified roads (last completed in July 2007). The update will verify road characteristics such as travel lanes, speed limits, and presence of sidewalks and bike lanes.
- d. **Other.**

DISCUSSION: Mr. Lucero discussed the upcoming FY2011-2016 TIP Amendment in August. The amendment will reflect changes in funding for Phase II of the US 64 Project. Mr. Lucero then elaborated on the upcoming MOA between the MPO and NMDOT. Staff is currently reviewing it at this time. The road inventory database is currently being updated by staff. The inventory is about 85% completed. The Technical Committee should receive the completed road

inventory at the August Technical Meeting. Mr. Quintana questioned if it will come on a map or a spreadsheet form. Mr. Lucero stated it would be presented as a spreadsheet.

9. BUSINESS FROM CHAIRMAN, MEMBERS AND STAFF

Mr. Lucero stated if there are any issues with ARRA funding that staff would be happy to assist. During the road inventory he noticed that the Wildflower Parkway sidewalks are about 60% complete. Ms. Baird stated there are some reimbursement issues that they are trying to work through. Ms. Moojen stated that Kathy Lamb is handling the reimbursement issue for the City of Aztec until they are able to find a replacement for the Public Works Director. Mr. Lucero asked if there was an Acting Public Works Director and Ms. Moojen stated it is Ken George.

10. BUSINESS FROM THE FLOOR

DISCUSSION: Larry Joe from the Navajo DOT mentioned he would like to have a meeting with the Farmington MPO regarding information from the MPO Metropolitan Transportation Plan and with traffic counts. Mr. Lucero suggested scheduling a meeting to further discuss the information he was requesting and informed Mr. Joe that the MPO would be happy to provide the Navajo DOT with a copy of their recently adopted plan.

Mr. Robert Anaya introduced himself and praised the work that is being done within the Farmington MPO. He also stated that the reporting standards for the ARRA funding are expected to be more, not less. He understands the frustrations with the new reporting standards but explained that they are there to help standardize the reporting information and to streamline the refunds throughout the whole state.

11. ADJOURNMENT

DISCUSSION: Mr. Keck made the motion to adjourn. Mr. Quintana seconded the motion. Meeting adjourned at 11:03 a.m.

Julie Baird - Chair

Kathy Bonnell - Admin Aide