TECHNICAL COMMITTEE AGENDA

Farmington Metropolitan Planning Organization

February 28, 2013
10:00 a.m.

Commission Chambers
Aztec City Hall
201 West Chaco Street
Aztec, New Mexico

AGENDA
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
February 28, 2013 10:00 AM

This meeting will be held in the Commission Chambers at Aztec City Hall, 201 West Chaco Street, Aztec, New Mexico.

ITEM	**PAGE**
1. Call meeting to order	
2. Approve the minutes from the January 24, 2013 Technical Committee meeting.	**22**
3. Amendment #5 to the FY2013-2018 Transportation Improvement Program (TIP) a. Review the projects in Amendment #5 b. Hold a public hearing on Amendments #5 c. Consider recommending approval of Amendments #5	**1**
4. Draft FY2014-2019 Transportation Improvement Program (TIP). a. Review the projects in the draft FY2014-2019 TIP b. Develop TIP priority lists by funding source	**4**
5. Receive a report on an amendment to the FY2013 Unified Planning Work Program, extending the UPWP and the budget from July 1 to September 30 so the annual work plan and budget match the federal fiscal year.	**5**
6. Receive a report from NMDOT a. District 5 *(David Quintana)* b. Planning Division *(Maggie Ryan)*	
7. Receive a summary of the MPO FHWA Review Final Report.	**6**
8. Receive a report on the development of a Title VI Plan for the MPO.	**13**
9. Receive a summary of the Complete Streets Advisory Group meeting.	**14**
10. Information Items: a. Population/Employment Update and TAZ Revisions b. FY2014 Unified Planning Work Program. c. Rocky Mountain Land Use Institute Conference – March 6-8, 2013 in Denver d. MPO Quarterly – March 19 in Albuquerque e. Other	**21**
11. Business from: a. Chairman b. Members c. Staff	
12. Business from the Floor	
13. 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:	FY2013-2018 TIP Amendment #5
Prepared by:	Joe Delmagori, MPO Planner
Date:	February 18, 2013

BACKGROUND
▪ On February 10, 2013 the Farmington MPO advertised Amendment #5 to the FY2013-FY2018 Transportation Improvement Program. ▪ The amendment adds three projects to the TIP and revises one other project as described in the attached notice.

CURRENT WORK
▪ The City of Farmington will be receiving additional Safe Routes to School Infrastructure and Non-Infrastructure funding for sidewalks and other educational activities. ▪ San Juan County is receiving School Bus Route funding for maintaining county roads that serve as school bus routes. ▪ San Juan County is also modifying the funding sources and amounts for the bridge on CR 7150. ▪ A public hearing on Amendment #5 will be held on February 28, 2013 during the Technical Committee meeting.

ANTICIPATED WORK
▪ Seek approval of the amendment at the March 21 Policy Committee meeting.

ATTACHMENTS
▪ Public Notice describing the projects in Amendment #5.

RECOMMENDATION
▪ It is recommended that the Technical Committee hold a public hearing on and recommend approval of Amendment #5 to the FY2013-2018 TIP.

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 #5 to the FY2013-FY2018 Transportation Improvement Program which includes the following projects:

- Adds three projects to the TIP funded through the Safe Routes to School Program (SRTS) for federal fiscal year 2013 in the amount of $250,000 for the City of Farmington (new Control Number W500040).

Project Name	Termini	Project Description
Hutton Ave	20th St to Cliffside	Install 5' sidewalk on the east side of Hutton
Hutton Ave	Animas Elementary School to 20th St	Install 5' sidewalk on the east side of Hutton
Hydro Plant Rd	Ivie Ave to McCormick School Rd	Install curb and gutter and 5' sidewalk

- Adds an additional $25,000 in SRTS funds for non-infrastructure activities (e.g. SRTS Coordinator, educational activities) in FFY2013 for the City of Farmington (existing CN W500011).

- Adds Navajo Nation School Bus Routes funding to the TIP in FFY2013 in the amount of $210,000 for San Juan County (new CN 5100361).

Project Name	Termini	Project Description
School Bus Routes	Various County roads	Maintenance, restoration, and rehabilitation of county roads that serve as school bus routes

- Modifies funding sources and amounts for the current CR 7150 project in the TIP for San Juan County (existing CN F100180).

	Existing Project Details	Revised Project Details
Project Year	FFY2013	FFY2013
Project Description	Bridge Repair	Bridge Repair
Project Termini	Bridge #8105 on CR 7150	Bridge #8105 on CR 7150
Project Cost and Funding Source	$1,000,000 in BIA funds, $700,000 in National Highway Performance Program, $250,000 in Local County funds, & $250,000 in Navajo DOT	$1,500,000 in Navajo DOT funds, $700,000 in National Highway Performance Program, & $350,000 in Local County funds

	funds	
Total Project Cost	$2,200,000	$2,550,000

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 #5. The 30-day comment period is from Sunday, February 10, 2013 to Wednesday, March 13, 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, February 28, 2013** in the Commission Room at Aztec City Hall, 201 W Chaco St., Aztec, 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.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #4

Subject:	FY2014-2019 Transportation Improvement Program (TIP)
Prepared by:	Joe Delmagori, MPO Planner
Date:	February 19, 2013

BACKGROUND
▪ The TIP is a short-term program of projects expected to be completed in the next six years. ▪ The TIP update process includes revising existing project information, adding new projects, and developing TIP priority lists. ▪ A Call for Projects was issued in December to start the TIP update process. ▪ Staff presented the current TIP projects on January 24.

CURRENT WORK
▪ Staff met with the entities, Red Apple, and NMDOT individually to discuss any updates to their project information. ▪ The draft TIP has been developed based on these meetings. ▪ The TIP Priority lists will be reviewed and modified with the Technical Committee on February 28. ▪ The STIP is scheduled to be updated later this year.

ANTICIPATED WORK
▪ Finalize any project revisions with the entities. ▪ Discuss and approve TIP priorities with the Technical and Policy Committees. ▪ Open a 30-day public comment period on the TIP. ▪ Seek adoption of the FY2014-2019 TIP.

ATTACHMENTS
▪ The draft FY2014-2019 TIP will be provided separately and will be available at the Technical Committee meeting.

RECOMMENDATION
▪ It is recommended that the Technical Committee review the projects in the FY2014-2019 TIP and develop TIP Priority Lists by funding source.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #5

Subject:	FY2013 UPWP Amendment
Prepared by:	Joe Delmagori, MPO Planner
Date:	February 20, 2013

BACKGROUND or PREVIOUS WORK
▪ Recently the MPOs agreed to extend the current UPWP by three months so that work activities and 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 30.

CURRENT WORK
▪ MPO staff is preparing an amendment that will extend the UPWP work activities and MPO budget by three months to bridge the gap. ▪ No significant changes will be made to the work products; rather, additional time for various activities currently in the UPWP will be identified. ▪ Staff is evaluating potential budget scenarios with NMDOT Planning to determine how the MPO will be funded for the three months.

ANTICIPATED WORK
▪ Develop the UPWP and MPO budget amendment. ▪ Determine the best budget scenario for the MPO. ▪ Seek approval of the UPWP extension by the Policy Committee in April.

RECOMMENDATION
▪ It is recommended that the Technical Committee receive a report on 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.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #7

Subject:	FHWA MPO Review
Prepared by:	Joe Delmagori, MPO Planner
Date:	February 20, 2013

BACKGROUND or PREVIOUS WORK
▪ On September 5-6, 2012, FHWA New Mexico Division conducted a review of the MPO and its planning process. ▪ The MPO received a few commendations as well as corrective actions and recommendations. ▪ The MPO FHWA Review Final Report was submitted on January 31 and shared with the MPO members.

CURRENT WORK
▪ Some of the corrective actions and recommendations have specific deadlines for completing the work. ▪ Some recommendations are contingent on working cooperatively with departments at NMDOT. ▪ Staff has summarized work relating to the corrective actions and the recommendations for discussion with the Technical Committee.

ANTICIPATED WORK
▪ Have Rodolfo Monge-Oviedo with FHWA present a thorough summary of the Final Report at an upcoming Policy Committee meeting. ▪ Develop a Title VI Plan. ▪ Develop a process for tracking MPO work hours by activity area. ▪ Revise the Joint Powers Agreement.

ATTACHMENTS
▪ A summary of the corrective actions and recommendations from the FHWA Review Final Report.

RECOMMENDATION
▪ It is recommended that the Technical Committee receive a summary of the MPO FHWA Review Final Report.

FHWA MPO Review Final Report
Summary of Corrective Actions and Recommendations

Corrective Actions

Corrective Action #1:

- The Farmington MPO needs to work with the NMDOT Office of Equal Opportunity Programs on developing and adopting an Environmental Justice/ Title VI plan as soon as possible.

FHWA Directives:

- Analyze regional data to identify minority and low-income population concentrations within the region
- Where necessary, provide member agencies with regional data to assist them in identifying minority and low-income populations in their sub-region or service area
- Establish appropriate standards, measures, and benchmarks, and analyze the transportation plan, the transportation improvement program, and other MPO actions, plans, and investments, to ensure that they are consistent and do not violate Title VI of the Civil Rights Act and the Executive Order on Environmental justice
- Ensure that members of low-income and minority communities, including Indian Tribal governments, are provided with full opportunities to engage in the regional transportation planning process. This includes addressing issues to eliminate language, mobility, temporal, and other obstacles to allow these groups to fully participate in the planning process
- Where appropriate, monitor the activities of members and other transportation agencies in the region with regard to compliance with Title VI and Environmental Justice requirements. Ensure that services, projects and programs are accessible to people with disabilities

FHWA Due Date: September 2013

MPO Actions:

- Received the Title VI boilerplate from the NMDOT Office of Equal Opportunity on February 4.
- Staff is currently reviewing the boilerplate Title VI Plan
- Staff will review the draft Title VI Plan with the TC on February 28 and with the PC on March 21.
- Anticipate developing the MPO Title VI Plan in March-May.
- Seek approval of the Title VI Plan in June

Corrective Action #2:

- The Farmington MPO must identify a remedy for the labor distribution on timesheet approach to meet requirements of 2 CFR 225 for tracking time to multiple Federal grants. This finding needs to be resolved within 90 days of this report and presented to the FHWA New Mexico Division Office for concurrence.

FHWA Directives:

- 2 CFR 225 Appendix B Paragraph 8.d(2) establishes "The cost of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, sick leave, holidays, court leave, military leave, and other similar benefits, are allowable if: They are provided under established written leave policies; the costs are equitable allocated to all related activities, including Federal awards; and, the accounting basis (cash or accrual) selected for costing each type of leave is consistently followed by the governmental unit."
- 2 CFR 225 Appendix B Paragraph 8.h.4 establishes "Where employees work on multiple activities or cost objectives, a distribution of their salaries or wages will be supported by personnel activity reports or equivalent documentation which meets the standards in subjection 8.h. (5) of this appendix unless a statistical sampling system (see subsection 8.h. (6) of this appendix) or other substitute system has been approved by the cognizant Federal agency. Such documentary support will be required where employees work on: a) more than one Federal award; b) a Federal award and a non-Federal award; c) an indirect cost activity and a direct cost activity; d) two or more indirect activities which are allocated using different allocation bases; or e) an unallowable activity and a direct or indirect cost activity.

FHWA Due Date: 90 days after report is issued (May 1, 2013)

MPO Actions:

- Work with agencies with City of Farmington on necessary revisions.
- Revise the MPO's internal work hours tracking sheet
- Prepare a draft labor distribution and timesheet approach to FHWA for review by April 1

Corrective Action #3:

- The Farmington MPO staff needs to list the projects in the TIP according to the appropriate Fiscal Year (FY) or time period. The TIP database needs to be updated to what the other MPOs in the State of NM are using for consistency.

FHWA Due Date: Not specified

MPO Actions:

- With the ongoing TIP update, the years of the TIP (FY2014 to FY2019) will become consistent with the STIP update (FY2014-2017)

- To avoid future mismatches with fiscal years, the MPO will now update the TIP every two years (consistent with the STIP update) rather than every year.
- Updating the TIP database is a format issue and does not relate to content (project names, descriptions, funding sources, costs, etc); therefore, staff will work with the STIP Unit on revisions to the TIP database after adoption of the FY2014-2019 TIP
- Anticipated adoption of the TIP update is April 18
- Work with the STIP Unit on database formatting starting in May and complete in preparation for STIP update in June

Recommendations

Recommendation #1:

- The Farmington MPO, the State DOT, and the Transit operator must update the current JPA to meet federal requirements and the new provisions of MAP-21. In addition, it will be beneficial to include a conflict resolution clause to address disagreements. A revised and updated JPA and corresponding supplemental documents (other agreements or Bylaws) must be submitted to FHWA and FTA for informational purposed by June, 2013, with the final draft signed by the responsible parties by September, 2013.

FHWA Directives:

- The agreement does not reflect current transportation federal law in effect since October 1, 2012. The current JPA also does not capture the requirements of the "Moving Ahead for Progress in the 21st Century Act" (MAP-21).
- The current JPA does not clearly establish how disagreements are resolved or identify "triggers" associated with when the document needs to be updated (i.e. new transportation law, change in membership and structure as a result of census releases and changes in the MPO boundaries, etc.)

FHWA Due Date: June 2013 (FHWA initial review); September 2013 for final revisions

MPO Actions:

- Need to research and/or receive further information from FHWA as to what MAP-21 provisions need to be in the JPA
- Need to develop a conflict resolution clause (Section 10 of JPA)
- Develop revised JPA with TC and PC in March/April
- Submit draft JPA to FHWA for review/feedback
- Seek PC adoption of revised JPA in June
- Seek local entity and State of New Mexico approval of revised JPA in July/August
- Submit revised JPA to FHWA in August/September

Recommendation #2:

- The Farmington MPO needs to address the practice of consolidating under one CFDA funding in their financial statements. Funding needs to be split between transit and FHWA as required under the Transit CFDA of 20.505. The City of Farmington should inform their auditors of the necessary correction to ensure the FY12 SEFA is correctly stated.

FHWA Findings:

- The SEFA is currently misstated due to the MPO's Planning funds being consolidated under the Transit CFDA of 20.505 when not all of these funds were received from FTA. The portion of the funding received from FHWA should be broken out under the FHWA CFDA of 20.205.

FHWA Due Date: No date specified

MPO Actions:

- COF Finance will oversee the changes needed for CFDA
- MPO staff will inform FHWA when Finance has made this correction

Recommendation #3:

- No further action or follow up is recommended regarding the corrective action identified in the Federal Transit Administration Triennial Review

FHWA Findings:

- Mr. Bob Campbell, Assistant City Manager for the City of Farmington provided documentation of acceptance by FTA that: 1) the new drawdown procedures for FTA grants had been received and accepted; 2) the fuel procurement procedures had been revised and accepted; and 3) FTA had accepted the proposed Buy America actions from the Corrective Action Plan.

MPO Action:

- No action necessary

Recommendation #4:

- The Farmington MPO should evaluate the effectiveness of the Public Participation Plan (PPP) and explore and integrate other social media options in their public outreach toolbox

FHWA Due Date: No time specified

MPO Actions:

- Social media is briefly mentioned in the current PPP.
- This activity could be researched after the Title VI Plan is developed
- PPP effectiveness can also be evaluated during TIP and MTP development

Recommendation #5:

- The Farmington MPO and NMDOT need to work in cooperation on the development and implementation of the UPWP Policies and Procedures to be developed in the near future
- The Farmington MPO and NMDOT need to work on resolving the traffic count and functional classification network updates, concerns and problems

FHWA Due Date: No time specified

MPO Actions:

- NMDOT Planning is taking the lead on development of the UPWP Policies and Procedures; MPO staff is assisting with the process
- MPO staff is preparing to meet with NMDOT Traffic Bureau to thoroughly review and update the traffic count databases; a similar process to update functional classification will occur afterwards

Recommendation #6:

- It is strongly recommended that the Farmington MPO develops a project prioritization methodology that clearly explains how different projects/programs compete against each other and how different considerations are weighted. This approach will provide important information to elected officials and the general public. FHWA NM Division will assist the Farmington MPO on identifying and bringing technical assistance on Fiscal Constraint, project prioritization methodologies, and cost estimates for best practices if requested.

FHWA Due Date: No time specified

MPO Actions:

- This recommendation is in reference to the MTP; staff will address this recommendation starting in the fall of 2013 when the MTP update begins

Recommendation #7:

- Farmington MPO is encouraged to continue working with NMDOT on the implementation of the STIP Policies and Procedures.

FHWA Due Date: No time specified

MPO Actions:

- The last major revision to the STIP Policies and Procedures was in January 2012; staff helped review and provided comments
- Staff will continue to participate in any potential revisions to the STIP Policies and Procedures

Recommendation #8:

- The Farmington MPO and the transit operator collaboratively need to ensure that an effective cooperative process by which project information on obligated Federal funds is provided by the recipient grantee agency to the MPO. The information provided should be adequate for the MPO to produce and publish the Annual Listing of Obligated Projects within 90 days of the close of the MPO program year. This information sharing process is recommended to be included in the MOA or other appropriate agreement and be disseminated in accordance with the PPP techniques and in accordance with 23 CFR 450.332. This information should be listed in the MPO website.

FHWA Due Date: No time specified

MPO Actions:

- The next annual list will be for FY2013 and will be prepared in October-December 2013
- At that time, the MPO will assess its process for developing the annual list of obligated projects and identify areas of deficiency or improvement

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #8

Subject:	Title VI Plan
Prepared by:	Joe Delmagori, MPO Planner
Date:	February 19, 2013

BACKGROUND
▪ The FHWA MPO Review indicated that the MPO needs to develop a Title VI Plan. ▪ This plan would also include an Environmental Justice component. ▪ The Title VI Plan would ensure that the MPO prevents discrimination from low income or minority populations. ▪ The Environment Justice component 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.

CURRENT WORK
▪ Staff is using a Title VI boilerplate plan from NMDOT as the basis for its Title VI Plan. ▪ This boilerplate will be reviewed with the Technical Committee on February 28. ▪ Development of the Title VI Plan will include a non-discrimination Statement of Policy, procedures for training, public involvement, handling complaints, and resolving issues.

ANTICIPATED WORK
▪ Review the boilerplate plan with the Technical and Policy committees in February and March. ▪ Develop the plan in March through May. ▪ Seek adoption of the MPO Title VI Plan in June.

ATTACHMENTS
▪ The Title VI boilerplate plan from NMDOT will be provided at the meeting.

RECOMMENDATION
▪ It is recommended that the Technical Committee receive a report on the development of a Title VI Plan for the MPO.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #9

Subject:	Complete Streets
Prepared by:	Joe Delmagori, MPO Planner
Date:	February 19, 2013

BACKGROUND or PREVIOUS WORK
▪ Complete Streets is a means of designing a roadway so that it accommodates all modes of travel, such as vehicles, walking, biking, and transit. ▪ Complete Streets promote safety for all users, improve connectivity among modes, and help create economic growth. ▪ The Complete Streets Advisory Group was organized in October 2012. ▪ In the past few months, staff has given overview presentations on Complete Streets to the local councils/commissions and other organizations so they would gain a better understanding of Complete Streets.

CURRENT WORK
▪ The MPO is working to develop regional guidelines as the first step in the Complete Streets process. ▪ The Advisory Group met on February 12. ▪ At that meeting, staff introduced three CS guidebooks that will serve as a reference for developing CS for the MPO. ▪ The guidebooks have vision statements and goals that will assist the MPO. ▪ The guidelines define land use context areas and road types as a means of better representing communities and the role that streets have within those communities. ▪ CS guidelines - such a travel lanes, widths of sidewalks, presence of medians and bike lanes - will be based on the matching of these land use context areas and road types.

ANTICIPATED WORK
▪ Create a CS vision statement and goals in coordination with the Advisory Group and MPO committees. ▪ Develop definitions for land use context areas and street types that are specific to the Farmington MPO.

ATTACHMENTS
▪ Summaries of vision statements, goals, land use context areas, and road types from CS guidebooks developed by Louisville, Roanoke, and Pennsylvania DOT.

RECOMMENDATION
▪ It is recommended that the Technical Committee receive a summary of the Complete Streets Advisory Group meeting.

PennDOT Smart Transportation Guidebook

Land Use Context Area	Description
Rural	Farmland, woodlands, few commercial and residential locations
Suburban Neighborhood	Low density residential, curvilinear street systems, large lots, may include schools, churches, and small businesses
Suburban Corridor	Big box stores, strip malls, large parking lots and building setbacks
Suburban Center	Mixed-uses that surround neighborhoods, more accommodating to cars than to pedestrians
Town Neighborhood	Primarily residential neighborhoods with some retail and other businesses; uniform setbacks with sidewalks; on-street parking
Town Center	Mixed-use with high density; buildings adjacent to sidewalks
Urban Core	Highest density with high rises; mixed use buildings, large, wide sidewalks

Road Type	Description*
Regional Arterial	Similar to the Principal Arterial classification
Community Arterial	Similar to the Minor Arterial classification
Community Collector	Similar to the Major Collector classification
Neighborhood Collector	Similar to the Minor Arterial classification
Local	Typical neighborhood street

* See page 28 of the PennDOT Smart Transportation Guidebook for characteristics of these road types

Refer to pages 27-28 that describes the benefit of developing new road types that better relate to the role of the roadway through a community.

Roanoke Street Design Guidelines

Context Area	Description
Downtown	Pedestrian friendly streets; mixed uses; accommodate vehicles and pedestrians; buildings close to street; on-street parking
Village Center	Small commercial centers with a focus on local settings; high density uses that are neighborhood oriented; buildings close to street; on-street parking
Recreation/Open Space	Enhances open space and scenic areas; prevention of incompatible land uses; amenities that promote use and enjoyment of open space
Traditional Residential Neighborhood	Small to medium sized lots, interconnected grid network with sidewalks; low traffic volumes and speeds; might include schools and churches and small business

Suburban Residential Neighborhood	Large lots on curvilinear streets; more auto-oriented, sidewalks frequently absent
Local Commercial	Serve several neighborhoods but not typically on a regional scale; large sites with parking lots; located on arterials, often without bike lanes or complete sidewalk networks
Regional Commercial	Larger retail and commercial businesses that serve cities and the region; located on arterials and highways; pedestrian access is often lacking
Industrial	Large sites located on arterials, highways, and near railroads; pedestrian access is often lacking

Road Type	**Description**
Arterial	Provide mobility, move large volumes of traffic, higher speeds; access management should be implemented; bicycle, pedestrian, and transit amenities should be provided
Collector	Provide a combination of mobility and accessibility to adjacent land uses; moderate speeds; driveway access is more common
Local	Intended for full access to nearby homes and businesses; speeds and volumes are low

Charlotte Street Design Guidelines

Road Type	**Description**
Main Streets	Access for social and civic events; may serve older neighborhoods or business areas; often mixed-use and pedestrian-oriented; priority to pedestrian safety; scaled to the person; amenity zone (landscape, furniture); buildings close to street with large windows; parking behind buildings is preferred, on-street parking encouraged; narrow, low traffic speeds; cater to bicyclists and transit
Avenues	Most common street type; intended to balance pedestrian access, transit accessibility, bike facilities, and carry high volumes of traffic; moderate traffic speeds; provide access to neighborhoods, businesses, and industries; minimize size of parking lots
Boulevards	Intended to move high volumes and 'through' traffic; moderate to high traffic speeds; focus shifts to vehicle mobility but still accommodates other modes; not suited for land uses that encourage pedestrian use but building locations should provide safety measures for pedestrians; number of travel lanes typically 4-6; uses a non-traversable median
Parkways	Vehicle-oriented, high speeds, typically 4-6 lanes; land uses

	include office parks, multi-use centers with parking lots; access management; recommends multi-modal sidepaths; locate transit stops within adjacent developments
Local (Residential/ Commercial/Industrial)	Provide direct access for neighborhoods; low traffic volumes, slow speeds; sidewalks for connectivity; bikes share the road; locations for transit stops are flexible

Charlotte Street Design Guidelines

Charlotte's Vision for Complete Streets (page 2)

Charlotte's Goals for Complete Streets (page 7)

1) **Support economic development and quality of life**
    - by providing more transportation capacity, while creating more user-friendly streets overall
2) **Provide more and safer transportation choices**
    - by creating a better connected network (route choices) and building streets for a variety of users (mode choices)
3) **Better integrate land use and transportation**
    - by avoiding "mismatches" between land uses and streets and by creating the right combination of land uses and streets to facilitate planned growth

Charlotte's Principles for Achieving Complete Streets (page 6-7)

- Streets are a critical component of public space.
- Streets play a major role in establishing the image of a community. Therefore, they affect the health, vitality, quality of life, and economic welfare of a city.

- Streets provide the critical framework for current and future development. The locations and types of streets will affect the land development pattern, as well as how much development can be supported by the street network.
- The design of a street is only one aspect of its effectiveness. How the street fits within the surrounding transportation network and supports adjacent land uses will also be important to its effectiveness.
- Charlotte's streets will be designed to provide mobility and support livability and economic development goals
- The safety, convenience, and comfort of motorists, cyclists, pedestrians, transit users, and members of the surrounding community will be considered when planning and designing Charlotte's streets.
- Streets should be designed to encourage Charlotteans to make trips by means other than cars, thereby positively impacting congestion, air quality, and the health of our citizens.
- Planning and designing streets must be a collaborative process, because it is necessary that decisions about the street be made with a variety of interests and perspectives represented.

Roanoke Street Design Guidelines

Roanoke's Strategic Initiative for Complete Streets (page 5)

Strategic Initiative

Improving Streetscapes

"Good street design supports multiple modes of transportation and adds value to the adjoining properties. It is essential to the continuing revitalization of downtown, neighborhoods, and commercial areas. A streetscape design manual will address the design of new and existing streets and will provide guidance for planning and implementing improvements to create "Great Streets." Roanoke's streetscapes should be welcoming and attractive multi-modal linkages that carry vehicle traffic, pedestrians, and bicycles safely and efficiently to and from their destinations. Recognizing the importance of creating an urban network of streets within the City, guidelines for street design will be based on a street classification system that balances the purpose of the roadway with the impacts on the surrounding areas.

Roanoke's Goals for Complete Streets (page 8)

- To serve a variety of users such as motorists, pedestrians young and old, transit riders, transit operators, bicyclists young and old, people using the adjacent land uses for living, working, shopping, etc.
- To provide accommodation for these users as appropriate, maximizing the number of transportation options available within the public right-of-way.
- To provide a safe, convenient and comfortable space for non-motorized street users to travel.
- To recommend street designs that encourage active living thus improving people's health, improving air quality, and reducing traffic congestion.

Roanoke's Principles for Achieving Complete Streets (page 8)

- Pavement should be kept to the minimum width necessary.
- Pedestrian accommodation in the form of sidewalks or shared-use pathways should be provided along all arterial streets and all collector streets. Such accommodation should also be provided along all local streets in the following character districts: Downtown, Village Center, Traditional Neighborhood, Suburban Neighborhood, Local Commercial, Regional Commercial, and Industrial.
- Pedestrian accommodation should be separated from vehicle travel lanes by street trees and/or on-street parking.
- Bicycle accommodation should be considered along all arterial and collector streets. Bicycle accommodation on local streets should be provided within the travel lanes shared with motor vehicles and no additional markings or pavement should be provided unless a designated bicycle route requires the use of a local street.
- Where physical conditions warrant, trees should be planted whenever a street is newly constructed, reconstructed, or relocated.

FMPO Vision, Goals, and Principles for Complete Streets

- Develop a Vision for FMPO Complete Streets

- Develop Values
    - Multi-modal
    - Connectivity
    - Health
    - Safety
    - Economic Vitality
    - Aesthetics

- Develop Goals for FMPO Complete Streets

- Develop Principles for achieving FMPO Complete Streets

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject:	Information Items
Prepared by:	Joe Delmagori, MPO Planner
Date:	February 20, 2013

INFORMATION ITEMS

a. **Population/Employment and TAZ Updates.** Staff is working to finalize updates to population and employment data and the TAZ boundaries for the base, mid-range, and long range years of the regional traffic model. Staff will be coordinating meetings with the individual entities for final review of the data.

b. **FY2014 UPWP.** Staff will be developing the FY2014 UPWP (October 1, 2013 to September 30, 2014) in the coming months. Anticipated approval will be in June 2013.

c. **Rocky Mountain Land Use Institute Conference.** Duane Wakan will be attending this conference in Denver on March 6-8.

d. **MPO Quarterly.** The next MPO Quarterly will be hosted by Albuquerque on March 19.

e. **Other.**

M I N U T E S
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
JANUARY 24, 2013

Technical Members Present:	Roshana Moojen, City of Aztec, Alternate Cynthia Lopez, City of Farmington Nica J. Westerling, City of Farmington Dave Keck, San Juan County
Staff Present:	Mary Holton, MPO Officer Joe Delmagori, MPO Planner Duane Wakan, MPO Associate Planner June Markle, MPO Administrative Aide
Technical Members Absent:	Mike Huber, City of Aztec Brad Ellsworth, City of Bloomfield
Staff Absent:	None
Also Present:	Larry Hathaway, San Juan County David Quintana, NMDOT District 5

1. CALL TO ORDER

As Acting Chair, Ms. Lopez called the meeting to order at 10:10 a.m.

2. APPROVE THE MINUTES FROM THE DECEMBER 20, 2012 TECHNICAL COMMITTEE MEETING

Ms. Moojen made a motion to approve the minutes from the December 20, 2012 Technical Committee meeting. Ms. Westerling seconded the motion. The motion to approve the minutes was passed unanimously.

Agenda Item #3, the annual election of officers was postponed until Mr. Keck could arrive. The Committee moved to Agenda Item #4.

4. TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

Subject:	Transportation Alternatives Program
Prepared by:	Joe Delmagori, MPO Planner
Date:	January 16, 2012

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. ▪ The majority of TPE eligible projects will remain the same in TAP. ▪ Funding for TAP projects will be based on a competitive process that is developed by the State and MPO. ▪ Each MPO and RPO is expected to receive a portion of the overall TAP funds available to New Mexico.

CURRENT WORK
▪ NMDOT Planning issued draft goals and performance measures for the TAP Project Selection Process (PSP). ▪ MPO staff provided comments on the draft PSP. ▪ It has been suggested that the PSP will need to be objective and that data collection for the criteria will need to be available to all of the MPOs and RPOs. ▪ NMDOT has stated that projects in FFY2013 that have certifications and agreements in place will be funded, even if the project costs exceed the TAP apportionment to an MPO or RPO. ▪ TPE projects in FY2014 and FY2015 are expected to fall into the TAP competitive process. ▪ A status of currently programmed TPE and SRTS projects in the FMPO has been submitted to NMDOT.

RECOMMENDATION
▪ It is recommended that the Technical Committee receive a report on the TAP draft Project Selection Process and review the status of current TPE and SRTS projects in the TIP.

DISCUSSION: Mr. Delmagori noted that there are many changes taking place to the Transportation Enhancements (TPE) and Safe Routes to School (SRTS) programs. To help explain these changes he presented a report on the Transportation Alternatives Program (TAP) which is part of the new transportation bill, Moving Ahead for Progress in the 21st Century (MAP-21).

Ms. Westerling asked if Staff could provide a list of the current MPO acronyms with definitions for each. She commented that there have been so many changes and new acronyms that it was hard to keep track of them all. Mr. Delmagori said Staff could provide that information.

Mr. Delmagori continued to explain that MAP-21 consolidated the Transportation Enhancements (TPE), Safe Routes to School (SRTS), and Recreational Trails (RTP) programs into the TAP program. He stated that most, but not all, of the projects eligible under the TPE program will continue to be eligible under TAP. The Scenic Byways program, however, formerly under SAFETEA-LU was eliminated although scenic turnouts and overlooks are eligible projects under TAP.

Mr. Delmagori said that distribution of funding is also different - the entire funding amount sent to the state of New Mexico will be distributed by formula among all the MPOs and RPOs in the state. Additionally, the TAP program involves a new competitive process that NMDOT's Planning Division is working to establish with input from the MPOs and RPOs. This process will rank projects and determine which will then be funded.

Mr. Delmagori said that the original estimate of statewide TAP funds was $11,580,000. Ms. Maggie Ryan, NMDOT Planning Division, reported at the Policy Committee meeting that the actual amount provided by FHWA would be approximately $5,500,000. This decrease means that the FMPO portion would be approximately $275,000. Mr. Delmagori stated that in addition to the significant decrease in funds, TAP requires that a portion of this amount be set aside for the rural areas/small urban clusters such as Kirtland. The other portion goes to the small UZAs and is based on population thresholds.

Mr. Delmagori said the TAP program would also make project selection a competitive process. He explained the initial project selection process provided for reference by NMDOT's Planning Division. This process would rank and score potential TAP projects to select the best projects for the limited available funds.

Mr. Delmagori said Staff had submitted their comments on this preliminary selection process to NMDOT. He noted that there are five main categories in the process which are the goals of the program. Those categories then list the performance measures that will supplement the goals.

Mr. Delmagori said the shovel-ready projects programmed for FY2013 under the TPE and SRTS programs will likely continue to be funded as planned. He said the TPE and SRTS programs still have money available and funds would be distributed to projects with certifications and agreements in place.

Mr. Delmagori reported that projects in FY2014 and FY2015 would probably be evaluated based on the TAP requirements detailed in the selection process with set targets and goals. He noted also that the new funding levels would be in effect.

Page 5 of the Agenda listed the TPE and SRTS projects for FMPO. Mr. Delmagori stated that this list was submitted to NMDOT to detail projects currently in the TIP and STIP. The FY2013 projects shown below should continue to be funded under TPE:

- North Animas Pedestrian Bridge – North Main Ave. Extension to Aztec Ruins $600,000 total for FY2013 and FY2014 ($600,000 total each year)
- SRTS Phase II Infrastructure – Construct sidewalks and other pedestrian facilities in the vicinity of three schools in the SRTS program ($250,000)
- SRTS Phase II Infrastructure – Construct sidewalks on Hutton and Hyrdro Plant Road ($250,000)
- Pinon Hills Blvd. & Farmington Avenue – Construct sidewalks from Butler to E. Main on Pinon Hills Blvd. and from 20th Street to 30th Street on Farmington Avenue ($600,000 total).

Mr. Delmagori said that NMDOT had stated that, by association, the dual funding for the pedestrian bridge in Aztec should be secure because the FY2014 funding is tied to the FY2013 project.

Mr. Delmagori said the remaining two projects on this list scheduled for FY2014 and FY2015 are uncertain and will likely be impacted by the new TAP procedures:

- 20th Street – Construct sidewalks from Santiago to East Main ($491,000 total) in FY2014
- Bergin Lane – Construct sidewalks from US 64 to West Blanco ($1,000,000 total) in FY2015

These two projects would most likely remain as the MPO's top priorities because they have already been identified and have been on the TIP list for some time. With the reduced funding levels, these projects independently exceed the total amount of funding that could potentially be programmed for FMPO.

Ms. Westerling asked if this meant there would be an entire new set of criteria that would have to be met. Mr. Delmagori said the criteria for project selection would fall under the new TAP process.

Mr. Delmagori reported that in late November last year, the Bloomfield City Council passed a resolution to split the Bergin Lane funding between landscaping on US 64 and the sidewalk project on Bergin Lane. The $1,000,000 originally identified for the sidewalk project would be split with $100,000 remaining for sidewalks on Bergin Lane and $900,000 going to landscaping on the newly constructed two-mile section of US 64. Mr. Delmagori said that language in TAP indicates that landscaping projects are not eligible under TAP.

Ms. Westerling asked if Scenic Byways were covered under any category going forward. Mr. Delmagori said there might be options available in other programs, but there was no longer any dedicated Scenic Byways funding. Ms. Lopez said she thought there might still be something under parks funding. Ms. Holton added that she thought Ms. Ryan had mentioned that several parks programs dealing with transportation and trails would be moved to oversight by NMDOT. A brief review of the FHWA website was done to see if an answer to this question were readily accessible. Ms. Moojen noted that the National Scenic Byways website stated that at this point in time it was uncertain where funding would be found with the exception of two TAP exemptions. Mr. Delmagori said he would follow up on this question with Ms. Ryan.

Mr. Delmagori explained the preliminary project selection process that has been prepared by NMDOT Planning. It has identified five main categories each followed by four potential performance measures to evaluate projects: Quality of Life, Economic Vitality, System Reliability, Deliverability, and Presentation.

Mr. Delmagori said that many of the goals and measures are easy to understand while others will need further explanation and clarification. Many of the measures are based on objective criteria, but the goals need to be achievable by every MPO and RPO. Mr. Delmagori explained that the Mid-Region Council of Governments (MRCOG) has the ability to assess pedestrian zones and they have the means to determine how walkable

sections of Albuquerque are. However, FMPO does not currently have the means to perform this type of work Furthermore, would an RPO have this capability. The criteria will need to be thoroughly reviewed to create a very objective process. Mr. Delmagori stated that more information was needed for other categories such as "Project Minimum" under Economic Vitality and "System Preservation" under System Reliability.

Mr. Delmagori anticipates a back and forth process with NMDOT as the MPOs and RPOs provide their input and NMDOT works to develop a comprehensive project selection process.

The list showing the Status of TPE and SRTS Projects in the FY2013-2018 TIP on Page 5 of the Agenda was compiled by Staff and submitted to NMDOT to let them know the shovel-readiness of FMPO projects. Mr. Delmagori asked the Technical Committee members to review the Status column for their projects and to let Staff know if the information was accurate. If changes are needed to the current status of a project, Staff will update the information and then resubmit the list to NMDOT. Ms. Westerling said that there is no contract yet for the sidewalk project on Pinon Hills Boulevard and Farmington Avenue (Control #F100070). Ms. Westerling also asked when the final selection criteria would be available. Mr. Delmagori said the Planning Division has not specified a time frame for finalizing this information, but believed it would be completed within six months.

ACTION: The report was received.

The Technical Committee returned to Agenda Item #3, the Annual Election of Officers.

3. <u>HOLD THE ANNUAL ELECTION OF OFFICERS</u>

Subject:	Annual Election of Officers
Prepared by:	Joe Delmagori, MPO Planner
Date:	January 16, 2013

BACKGROUND
▪ At the first meeting of the new year, 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.

RECOMMENDATION
▪ It is recommended that the Technical Committee accept nominations and vote to elect the Chair and Vice-Chair for 2013.

DISCUSSION: Mr. Delmagori stated that the current officers are Chair Mike Huber and Vice Chair Brad Ellsworth. He noted that any standing Committee member was eligible for nomination; however alternates were not eligible to hold office.

Ms. Lopez nominated Mr. Keck for Chair; Ms. Westerling seconded. Mr. Keck's nomination was approved unanimously.

Ms. Westerling nominated Ms. Lopez for Vice Chair; Mr. Keck seconded. Ms. Lopez's nomination was approved unanimously.

ACTION: The Chair and Vice Chair for the Technical Committee for 2013 were elected.

Mr. Keck assumed the role of Chair and led the remainder of the meeting.

5. RECEIVE A REPORT ON THE DEVELOPMENT OF THE FY2014-2019 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Subject:	FY2014-2019 Transportation Improvement Program (TIP)
Prepared by:	Joe Delmagori, MPO Planner
Date:	January 16, 2013

BACKGROUND
▪ The TIP is a short-term program of projects expected to be completed in the next six years. ▪ The TIP update process includes revising existing project information, adding new projects, and developing TIP priority lists. ▪ A Call for Projects was issued to start the TIP update process. ▪ MAP-21 establishes new guidance for TIP development.

CURRENT WORK
▪ Staff will present the current TIP and project details on January 24. ▪ Priority lists and unfunded requests will also be discussed. ▪ The STIP is scheduled to be updated later this year. ▪ The MPO will need to discuss with NMDOT how local priorities will fall into funding targets at the district level. ▪ Guidance will be needed from NMDOT regarding MAP-21 requirements for the

TIP update.

- Staff will be meeting with the entities, Red Apple, and NMDOT individually to discuss any updates to project information.

RECOMMENDATION
▪ It is recommended that the Technical Committee receive a report on the development of the FY2014-2019 TIP.

DISCUSSION: Mr. Delmagori said that the beginning of the new calendar year is typically when FMPO begins development of the TIP update. The call for projects was issued before the holidays in December. Mr. Delmagori said the only projects he received were from the City of Farmington Parks Department to add bridges along the Animas River and river trail development from the San Juan River to Brookside Park.

The TIP update process will involve reviewing existing projects and revising dollar amounts, termini, and/or descriptions. The update covers FY2014-2019 and this cycle coincides with the update to the FY2014-2017 STIP. Mr. Delmagori stated that the TIP is usually for a slightly longer period to provide additional information and to ensure that some of the longer term projects have been identified early for NMDOT. Ms. Westerling asked if the entities needed to consider changing any categories or funding sources. She noted that no additional projects were added because she believed there were more than sufficient projects already in the TIP. Mr. Delmagori stated that Staff would meet with each entity in the next few weeks and any project information could be updated at that time.

Mr. Delmagori said that at the February Technical Committee Meeting there would be discussion on the current priority list. Mr. Keck said he has a project in the STIP that has had a change in funding source and asked if there would be an opportunity to amend or adjust the project in the current STIP. Mr. David Quintana said that there was another STIP amendment cycle in April. Ms. Westerling added that the City of Farmington also has a project that has received safety money and asked if that needed to be included in the TIP. Mr. Delmagori asked if she was speaking about the Transportation, Community & System Preservation (TCPS) funded project to install an adaptive traffic control system on East Main Street. Ms. Westerling said this was the project she was referring to. Mr. Delmagori said this was already in the TIP and would be in the current STIP amendment cycle or in the April cycle.

Mr. Keck asked that when Staff meets with the entities, would there be an opportunity to make adjustments to projects that could affect the current STIP. Mr. Delmagori said this was correct and then based on this amendment, the changes would be reflected in the FY2014 TIP when it goes into effect. Mr. Delmagori stated that the next TIP amendment cycle was next month and would include the three SRTS projects for Farmington.

Mr. Delmagori reminded the committee that MAP-21 will require that the TIP include performance measures and targets. The details of these measures and targets must first be developed by the federal and state governments before the changes filter

down to the MPO. Ms. Ryan had told Staff that for the current TIP cycle, the MPO could continue to use their current process. Mr. Delmagori noted that perhaps the next TIP iteration could provide the opportunity to incorporate MAP-21 requirements.

Ms. Westerling asked if the TIP update needed to be done at this time. Mr. Delmagori said this is typically the time of year the MPO does update the TIP as it coincides with the STIP update. Ms. Westerling commented that she is presenting a CIP to Council and anticipates needing to make additional changes to projects following that presentation and discussion.

Mr. Quintana said he would be meeting next week with Mr. Miguel Gabaldon and Mr. Phil Gallegos to develop the STIP. He stated that the targets had shrunk from previous legislation and District 5 anticipates receiving approximately $28,000,000 which is $2,000,000 less per year than in past years. Mr. Quintana stated that because the targets have shrunk, the STIP will remain as is through FY2016. He anticipates being able to add more projects in FY2017. Mr. Quintana reported that there are three corridors within District 5 that already have environmental documents ready and those are where the focus will be placed: US 64 from Bloomfield to Farmington; NM 30 between Espanola and Los Alamos, and NM 41 south of Santa Fe. Mr. Quintana said any additional projects for the Farmington area would come from available safety or bridge funding.

Ms. Westerling asked what the total District 5 funding was expected to be. Mr. Quintana said $28,000,000 per year is the anticipated funding level. Ms. Westerling commented that with only $28,000,000 available in the district, getting $12,000,000 for the Pinon Hills Bridge would be out of the question. Mr. Quintana said this would be dependent on how critical the project was for the area, but added that a project that size would be tough to fund all at once. Ms. Westerling added that this bridge has been the number one priority for FMPO for five to six years. She explained that in order to complete this bridge project all $12,000,000 was needed and nothing could be achieved with only small awards of$1,000,000 like have been received in previous years. Mr. Quintana said that District 5 does not have much flexibility now, although additional projects could be considered in the outer years. Ms. Westerling stated that the environmental documents for the Pinon Hills Bridge project were completed and construction was ready to begin. Mr. Quintana said he would bring this project to Mr. Gallegos' attention and determine where this project was on NMDOT's critical bridge list.

Mr. Keck mentioned a contract with NMDOT for a county bridge project that would need an additional $300,000. He would like to discuss amending this contract with NMDOT.

Mr. Delmagori asked Mr. Quintana to let Staff know where the Pinon Hills Bridge project fell on the District's bridge priority list and added that this bridge and the companion road extension projects are the number one priority of FMPO's Unfunded Project List. Mr. Delmagori reported that the MPO's long-range planning and regional model indicate this project could significantly reduce traffic on US 64, NM 516, and CR 350. This project would also provide a direct connection between the retail districts along East Main and the growing outlying areas of the MPO. Mr. Delmagori stated there was major regional significance that this road could provide. Ms. Westerling

commented that the money being spent on the US 64 project could be better spent constructing this bridge and road extension. She believed this road could potentially buy an additional ten years of service for US 64.

Mr. Delmagori discussed projects on the current FY2013-2018 TIP. The projects first noted are the FY2012 projects to keep the TIP consistent with the FY2012-2015 STIP. He added that these six projects were already under agreement or in the process of being constructed.

Mr. Delmagori explained the Regionally Significant Projects with federal funding in the FY2013-2018 TIP:

City of Aztec
-East Arterial Route – Phase IB – design, engineering, environmental assessment, and construction of roadway from US 550 South of Aztec to NM 173 - Federal Earmark and Transportation, Community, & System Preservation Program (TCSP);

- North Animas River Bridge – right-of-way acquisition, design, environmental, archeological, and construction of pedestrian bridge from Ruins Road to North Main Extension - STP/Enhancements

City of Bloomfield
-Bergin Lane – construct pedestrian improvements from US 64 to West Blanco - Transportation Alternatives Program

City of Farmington
-20th Street – construct pedestrian facilities, including sidewalks from Santiago to Main St. - Transportation Alternatives Program.

- East Main – adaptive traffic control system – Transportation, Community, & System Preservation (TCSP);

- East Pinon Hills Blvd – rebuild the intersection of Pinon Hills and NM 516 and construct roadway to Hubbard St. - Surface Transportation Program (STP). This will serve as an outlet for this neighborhood until it is upgraded to an arterial with the bridge;

- Pinon Hills Blvd. & Farmington Ave. – construct sidewalks – STP;

- Safe Routes to School (SRTS) Phase II Infrastructure – construct sidewalks and other pedestrian/bicycle facilities at or near SRTS participating schools – SRTS Phase 2 Infrastructure. Mr. Delmagori added that the City of Farmington was informed that another $250,000 will be provided for additional infrastructure projects. This will become part of the TIP Amendment to be discussed in February;

- US 64 Phase IV – widen to six lanes from milepost 58 to milepost 60 – National Highway Performance Program. Mr. Delmagori stated that this project is currently programmed for $8,325,000. Based on previous discussions with NMDOT, the two-mile construction phases have actually been costing $15,000,000 to $16,000,000;

- NM 173 – safety improvements from milepost 2 to milepost 3.5 – High Risk Rural Road Safety Program. Mr. Delmagori said he had not heard much information about this project and asked if Mr. Quintana could provide some details. Mr. Quintana said he would find out where the project stood and get back with Mr. Delmagori. Mr. Keck noted that the project had received a safety grant to make safety improvements to the road about three miles from the intersection with US 550. Mr. Delmagori added that this project was being led by NMDOT;

- Red Apple Transit – annual operating costs and purchase of two cutaway buses – FTA 5307.

San Juan County
- CR 7150 (Bride #8105) – bridge repair – funded by the Bridge Program, Navajo DOT, and San Juan County.

Ms. Westerling asked what a realistic dollar amount would be for a project to be included on the TIP considering the current size of the Unfunded Projects list. She said she had several more projects that could be included, but had hesitated because of funding cutbacks and the size of the current Unfunded Projects list. Mr. Delmagori agreed that the current list is sizeable.

Mr. Delmagori commented that the Non-Regionally Significant Projects list was short. This list includes six projects that are not necessarily classified or are local county roads. Four of the projects are for the City of Farmington and two are San Juan County projects which are outside the MPO.

Mr. Delmagori reviewed the projects on the Unfunded Projects list. This list is divided by the funding categories which will need to be updated based on MAP-21 guidelines. The lists are Bridge Priority, Safety, Surface Transportation Program, and Transportation Enhancements. The final section of the TIP is the General Listing category. Mr. Delmagori said this was the MPO's wish list of projects.

Mr. Keck said NMDOT had conducted a Roadside Safety Audit (RSA) of the CR 350/CR 390 intersection and he expected the project to be funded. The RSA determined that a signal was not needed, but the intersection was to be outlined with curbs and gutters, and with the addition of turning lanes. Mr. Keck said NMDOT would provide designs for the roadway although he expected the County would still need to complete some design work before actual construction could begin. NMDOT will provide sufficient design work to allow the Safety Bureau to give a project cost estimate. Mr. Keck said he estimated the cost to be around $550,000. Mr. Keck wanted to revise the project in this amendment cycle to detail the downsized scope of the project. Mr. Delmagori said this was a project that could drop off the Unfunded Projects list as it appeared it would be funded.

Ms. Westerling asked if there was to be another round of TIGER funding. Mr. Quintana said he was not aware of any. Ms. Westerling said the final phase of construction on the NM 516 and Cliffside intersection project was currently underway. This project can be removed from the Unfunded Projects list

Ms. Westerling asked if the formatting of the priority lists could be changed to make them easier to read. Mr. Delmagori said Staff would look at making some changes. He added that as part of the FHWA review, FMPO was asked to assess the MPO's TIP format and to make it more consistent with STIP formatting.

Mr. Delmagori said the Transportation Enhancements Program Priority category will be renamed Transportation Alternatives Program to coincide with MAP-21. Mr. Delmagori said these projects would need to be reviewed next month to see how potential funding would fit with the SRTS projects being added.

Ms. Westerling commented that the MPO would also need to determine if these projects fit within the new TAP guidelines. She added that the City of Farmington had wanted to add Wildflower Mesa as a potential project for the second phase of SRTS funding. They were told that there were not enough students walking to the school along this roadway to meet required criteria. Mr. Delmagori was surprised that the simple proximity to the school had not made the project eligible.

Mr. Delmagori stated that all the details for the Amendment would be prepared and presented to the Technical Committee in February. Approval of the Amendment would then be sought by the Policy Committee in March.

Mr. Keck asked if the Unfunded Projects List becomes part of the STIP or was it kept as a separate list. Mr. Delmagori said the MPO does send the list to District 5 where it is, hopefully, referenced should any additional funds become available.

Mr. Keck said that San Juan County and McKinley County share $500,000 in maintenance funding for roads used by school buses that are on, leading, to, or adjacent to the Navajo Nation. Mr. Keck said that this funding was implemented approximately 15 years ago by Senator Bingaman. There is no match required by the County for this money and the agreement had been updated on a five-year cycle. In the past, this funding was added to the STIP by NMDOT, but this year NMDOT was requesting that San Juan County include it in the TIP. Mr. Keck noted that this would be easy enough to do in the current amendment process. Mr. Delmagori commented that this funding had not previously been included in the TIP. Mr. Keck said this funding was basically revenue for work that was already performed by the County. Mr. Keck said he would send all the documentation and information on the funding program to Mr. Quintana for review by him and Mr. Gallegos. Mr. Quintana recommended adding this project to the TIP and NMDOT would continue to add it to the STIP.

ACTION: The report was received.

6. RECEIVE AN UPDATE ON COMPLETE STREETS

Subject:	Complete Streets
Prepared by:	Joe Delmagori, MPO Planner
Date:	January 16, 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. ▪ The Complete Streets Advisory Group held a kickoff meeting on October 23.

CURRENT WORK
▪ Members of the Advisory Group asked staff to provide presentations to the local councils/commissions and other organizations so they would gain a better understanding of Complete Streets. ▪ In the last two months, presentations were given to the Homebuilders Association, the four local governments, the San Juan County Bar Association, and Farmington's Planning & Zoning Commission. ▪ Feedback regarding development of Complete Streets has been positive and well-received.

RECOMMENDATION
▪ It is recommended that the Technical Committee receive a status report on Complete Streets.

DISCUSSION: Mr. Delmagori spoke about the Complete Streets presentations Staff has made since November last year. Following the initial Complete Streets Advisory Group meeting in October, it was recommended that Staff make presentations to stakeholders and local governments to provide needed education and understanding of Complete Streets.

Mr. Delmagori reported that the presentations have explained that Complete Streets is a means of designing a roadway so that it accommodates all modes of travel, such as walking, biking, and transit; that it promotes safety for all users; improves connectivity among modes; and helps to create economic growth. Mr. Delmagori stated the next Advisory Group meeting is scheduled for February 12 at 10:00 a.m. at the MPO Office. Staff will provide a recap of their activities and provide feedback for the Advisory Group. Mr. Delmagori then planned for the Advisory Group to begin working on the design guidelines for Complete Streets. Ms. Westerling asked how the overall response has been to the Complete Streets concepts. Mr. Delmagori replied that Complete Streets had been well received. The local Councils and Commissions were receptive to the ideas as were many of the organizations. Mr. Delmagori added

that a few additional individuals have expressed an interest in participating on the Advisory Group.

Ms. Westerling asked how long the upcoming Complete Streets presentation would be for the National Society of Professional Engineers (NSPE) meeting. Mr. Delmagori said the presentation was typically 15-20 minutes. Ms. Westerling said that for this group, Staff should plan to speak for almost the entire hour. She added that this was a technical audience and would be the ones to ultimately implement Complete Street concepts. She recommended also speaking about the MRA Committee's considerations for using Complete Streets designs in an area of Farmington. Ms. Holton reported that the MRA Committee is indeed working on a recommendation for the MRA and she anticipated a proposal for City Council consideration coming out of the MRA's February meeting.

ACTION: The report was received.

7. RECEIVE A REPORT FROM NMDOT

Mr. Quintana reported on a public open house being held today from 12:00 to 8:00 p.m. at McGee Park to present the plans for Phase IV of the US 64 project. Additionally, there would be another public meeting on January 30 in Bloomfield to discuss the current construction on US 64 and to address complaints from local businesses and residents. Mr. Miguel Gabaldon and Mr. Gallegos are planning to attend this meeting.

Mr. Quintana said the current construction project on US 64 is on a temporary winter suspension. He noted the contractor, Sterling Brothers Construction, has 70 calendar days left in which to complete the current project. The next phase of the US 64 corridor is expected to be let in March with construction to begin in the summer. Mr. Quintana commented that the full process for this $150,000,000 corridor is going to take 20 years from design all the way to final construction.

Mr. Quintana said he would have a STIP update available for the February meeting.

8. RECEIVE AN UPDATE ON THE 2012 TRAFFIC COUNT PROGRAM

Subject:	2012 Traffic Count Program
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	January 17, 2013

BACKGROUND
▪ 88 traffic counts were taken in October across the MPO boundary. ▪ Speed and class data was taken at 30 of those locations. ▪ Traffic count results were submitted to NMDOT after review from Staff.

- Of the 88 locations, 11 locations required recounting based on feedback from MPO and NMDOT staff.

CURRENT WORK
▪ Consultant team completed recounts at 10 of the 11 locations during the week of December 9th, 2012. ▪ 2 uncounted locations in the 1st iteration (due to road construction on E. Main), were now counted. ▪ 5 locations affected by traffic rerouting (road construction on E. Main), showed normal values after recounts. ▪ 2 locations with unusually high or low count volumes had normal values after recounts. ▪ 1 location was recounted due to insufficient hours logged at its location (36 hours instead of 48 hours). ▪ 1 location could not be recounted due to an electric glitch.

RECOMMENDATION
▪ It is recommended that the Technical Committee receive a report on the 2012 Traffic Count Program.

DISCUSSION: Mr. Wakan reported that the traffic counts were completed. Of the 88 locations, 11 locations were recounted based on review by Staff and feedback from NMDOT. The recounts were necessitated due to inconsistent volumes from previous count years as well as road construction on East Main that re-routed traffic to nearby arterial streets.

Mr. Wakan stated that the traffic count map was available on the MPO website. He also provided an overview of the Traffic Count Database System (TCDS) which is also available on the MPO website. Data for any traffic count location or road segment can be accessed with this system. Detailed information can be viewed based on the Average Daily Traffic (ADT), two-way counts, and specific directional counts. Speed data is also available for each of the 30 locations counted. This information actually provides the speed of a vehicle as it travelled over the counter. Class data is also available and provides counts based on the type of vehicle that travels over the counter.

Mr. Wakan said that during the Policy Committee meeting there was discussion about possibly taking weekend traffic counts due to the unique nature of Farmington traffic volumes. Staff will look at possibly taking this project on in the future.

Mr. Wakan noted that the 11 recount locations were shown on Page 9 of the Agenda and a summary of all the 2012 traffic counts could be found on Pages 10-12 of the Agenda.

ACTION: The report was received.

9. RECEIVE A REPORT ON MONTHLY RIDERSHIP FOR RED APPLE TRANSIT

Subject:	Red Apple Transit Monthly Update
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	January 17, 2013

RED APPLE REPORT
▪ The new routes with additional stops and new timetables all went into effect on February 6, 2012. ▪ Overall ridership in 2012 was 133,580; in 2011 overall ridership was 150,446, which is an 11% decrease. ▪ Through November 2012, ridership for all Farmington routes did drop by approximately 23,772 riders. ▪ Through November 2012 regional routes ridership numbers (Aztec, Bloomfield & Kirtland) dropped only 186 riders.

RECOMMENDATION
▪ It is recommended that the Technical Committee receive a report on the Red Apple Transit monthly ridership.

DISCUSSION: Mr. Wakan reported that the overall Red Apple Transit ridership dropped by 11% in 2012 compared with 2011.

Mr. Wakan stated that the regional routes have helped lift up the overall ridership numbers. He noted there were positive signs for the Kirtland route, and the Bloomfield and Aztec routes rebounded from the low numbers seen early in 2012. Farmington routes, however, were down.

Ms. Westerling asked if there was a way to track boardings and alightments. Mr. Delmagori said this was done during the summer and fall months when the MPO interns gathered this information. Ms. Westerling said it would be interesting to know which stops showed a drop in numbers. She referred to comments made last year by Ms. Daisy Swadesh when the Apple Ridge stop was moved from directly in front of the Apple Ridge Apartments to several blocks over on Sullivan Avenue. Ms. Westerling commented that if one or two stops were changed or fixed, would ridership numbers improve. Mr. Delmagori said he was told that because of the timing for this specific route, the stop would need to remain on Sullivan.

Ms. Moojen noted that there was a ridership survey taken in an effort to capture reasons for changes in ridership, preferences, and concerns. She said, too, that unemployment numbers have dropped and that, perhaps, with stable jobs people were driving personal vehicles rather than using the transit system. Ms. Westerling also suggested that people who remained unemployed could be using transit less because

of financial reasons. Even with the current economic times, she was surprised that the drop in ridership was as high as the 11%.

Mr. Delmagori stated that there are some other changes that may have impacted the ridership numbers. He noted that the routes were changed back to hour headways which meant that each bus was at a specific stop one time less per hour than before. Another possible reason was simply adapting overall to the new routes and schedules. Mr. Delmagori reported that in the first few months after the February 2012 changes, the drop in ridership was significant. Ridership then rebounded once the summer months arrived. Mr. Delmagori noted that 2012 ridership is now tracking the ridership trends of 2011 which might mean that ridership is stabilizing. Mr. Delmagori said the question was now how to rejuvenate the system to increase ridership.

Ms. Westerling stated that the MPO has received ridership data from current Red Apple riders, but has not heard from those who do not ride the Red Apple. She believed those are the individuals that need to be heard from. Mr. Wakan said continuing to look into installing the Google map transit planner on the City's website would be beneficial. He believed this online planner would help market the Red Apple. Any type of map planner cannot be finalized until all route changes have been determined by the City of Farmington.

ACTION: The report was received.

10. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	Duane Wakan MPO Associate Planner
Date:	January 17, 2013

INFORMATION ITEMS

a. **MPO FHWA Review Report.** The Farmington MPO received its first review by the FHWA and NMDOT in September 2012. A preliminary report has been submitted to MPO Staff for review. The final report is expected to be completed in February.

b. **Amendment to the FY2013 UPWP.** In an effort to better coordinate timely distribution of PL funds, it was agreed that all MPOs throughout the state would amend their UPWPs to align with the Federal fiscal year (October 1st – September 31st). This will require extending the current UPWP three months from July 1st to September 31st 2013. A UPWP Amendment will be presented as an action item at the March Policy Committee meeting.

c. **Farmington MPO Safety Applications.** The Farmington MPO will be submitting safety applications for two projects in Farmington and Aztec. The deadline to submit is February 1st 2013. MPO Staff will be forwarding the two applications to the NMDOT Traffic Safety Bureau.

d. **Other.**

DISCUSSION: Mr. Wakan reported that Staff had received the preliminary report from the FHWA review of the MPO. Staff reviewed the draft report and provided comments and corrections to FHWA. Mr. Delmagori anticipated receiving the final report by early February. Mr. Rodolfo Monge-Oviedo with FHWA plans to attend an upcoming Policy Committee meeting to thoroughly discuss the final report. Mr. Delmagori reported that overall the review went well and the few corrective actions noted were areas that Staff was aware of. FHWA gave the MPO until September 2013 to correct the areas of concern. Mr. Delmagori said Staff would have these items corrected well within the time frame. Mr. Wakan added that some of the recommendations coincide with MAP-21 changes and these are still being outlined by FHWA and NMDOT.

Mr. Wakan stated that the MPOs throughout the state agreed to amend their UPWPs to align with the Federal fiscal year which is from October 1 to September 30. This will require extending the current UPWP by three months to take it from July 1 to September 30. Staff will have a UPWP Amendment prepared for review by the Technical Committee at the February meeting.

Mr. Wakan reported that FMPO would be submitting two safety applications to NMDOT's Traffic Safety Bureau for a project in Farmington and one in Aztec. The City of Farmington's application was for the intersection of San Juan Boulevard and Scott Avenue. The City of Aztec's application was for a traffic signal at the intersection of US 550 and NM 173 along with geometric improvements to a one mile stretch of NM 173. Mr. Delmagori said he had just received the applications from both cities and would be forwarding those to NMDOT today.

Mr. Keck asked if there was a dollar limit for safety projects. Mr. Delmagori said the project limit had been $2,000,000, but there was no limit for projects this year. Mr. Keck noted that he had planned to add a resolution of support from the County to Aztec's safety application and wondered if there would be an advantage to letting NMDOT know that this was a joint application with San Juan County. Mr. Keck said he would contact Mr. Huber to see if he wanted to add a letter of support from San Juan County to his application.

11. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

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

12. BUSINESS FROM THE FLOOR

There was no business from the floor.

13. ADJOURNMENT

Ms. Lopez moved to adjourn the meeting. Ms. Westerling seconded the motion. Mr. Keck adjourned the meeting at 11:45 a.m.

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Dave Keck, Chair June Markle, MPO Administrative Aide