



# A G E N D A

## Farmington Metropolitan Planning Organization Technical Committee Meeting

Executive Conference Room  
Farmington City Hall  
800 Municipal Dr.  
Farmington, NM

January 27, 2011  
10:00 a.m.

**AGENDA**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**TECHNICAL COMMITTEE MEETING**  
**January 27, 2011      10:00 AM**

This meeting will be held in the Executive Conference Room at the Farmington City Hall, 800 Municipal Dr., Farmington, New Mexico.

<u>ITEM</u>	<u>PAGE</u>
1. Call meeting to order.	
2. Approve the minutes from the December 9, 2010 Technical Committee meeting.	1
3. Hold the Annual Election of Officers.	10
4. Receive a presentation on the Traffic Count Database System (TCDS) Web Program.	11
5. Receive a report from NMDOT. a. District 5 ( <i>David Martinez</i> ) b. Planning Division ( <i>Ray Matthew</i> )	
6. Receive a report on the Red Apple Transit Study.	12
7. Receive a report and the Call for Projects for the FY2012 Unified Planning Work Program (UPWP).	13
8. Receive a report on Red Apple Transit.	14
9. Information Items a. MPO Officer b. MPO-NMDOT Traffic Count Database Review c. 2010 Census Workshop - January 26 in Albuquerque d. FY2012-FY2017 TIP Update e. Other	16
10. Business from: a. Chairman b. Members c. Staff	
11. Business from the floor.	
12. 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 MPO Office, 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 at the MPO Office if a summary or other type of accessible format is needed.

**MINUTES**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**TECHNICAL COMMITTEE MEETING**  
**December 9, 2010**

Technical Members Present: Cindy Lopez, City of Farmington  
Julie Baird, City of Bloomfield  
Dave Keck, San Juan County  
Mike Huber, City of Aztec  
Chico Quintana, City of Farmington, Alternate

Technical Members Absent: Nica J. Westerling, City of Farmington

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

Staff Absent: Mary Holton, MPO Officer

Also Present: Ray Matthew, NMDOT

**1. CALL TO ORDER**

Ms. Lopez called the meeting to order at 10:05 am.

**2. APPROVE THE MINUTES FROM THE NOVEMEBR 18, 2010 TECHNICAL COMMITTEE MEETING**

Mr. Huber motioned to approve the minutes from the November 18, 2010 Technical Committee meeting and Mr. Quintana seconded the motion. Motion was passed unanimously.

**3. AMEND ANNUAL MEETING RESOLUTION 2010-1**

FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item

Subject:	Annual Meeting Resolution
Prepared by:	Joe Delmagori, MPO Planner
Date:	December 1, 2010

BACKGROUND
<ul style="list-style-type: none"><li>The Technical Committee adopted TC Resolution 2010-1 at the Technical Committee meeting on November 18, 2010.</li></ul>

CURRENT WORK
<ul style="list-style-type: none"><li>The Technical Committee is asked to amend Exhibit “A” to the TC Resolution 2010-1 to change the March 24, 2011 location to the Bloomfield Cultural Center.</li></ul>

RECOMMENDATION
<ul style="list-style-type: none"><li>It is recommended that the Technical Committee amend Exhibit “A” to TC Resolution 2010-1 to reflect the new location for the March 24, 2011 meeting in Bloomfield.</li></ul>

**DISCUSSION:** Mr. Delmagori stated it was brought to the staff’s attention due to the construction at the Bloomfield City Hall, the March 2011 meeting will be relocated to the Bloomfield Cultural Center. The amendment showing the new meeting location is reflected in Exhibit “A” on page 15 of the agenda. Mr. Delmagori indicated that no other changes were made to the meeting schedule.

**ACTION:** Mr. Quintana made a motion to amend Exhibit “A” to TC Resolution 2010-1. Mr. Keck seconded the motion. The motion passed unanimously.

**4. RECOMMENDED APPROVAL OF MPO MAJOR THOROUGHFARE PLAN ALTERNATIVES**

FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item

Subject:	MPO Major Thoroughfare Plan Alternatives
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	November 29, 2010



**BACKGROUND or PREVIOUS WORK**

- The FMPO Policy Committee adopted the Major Thoroughfare Plan at their September 9<sup>th</sup> meeting with direction to staff to review alternatives for the Northern Route and Hood Mesa Trail connection in Northeast Farmington.
- Staff has met with City of Farmington Staff to discuss alternatives to the Northern Route and Hood Mesa Trail connection.
- Alternatives were reviewed with the Technical Committee on October 7 and November 18.
- The MPO held a stakeholder meeting on October 25 to review the identified alternatives.

**CURRENT WORK**

- Two alternatives are being discussed with the Technical Committee:
- Alternative #1 - Run the Northern Route over the top of Foothills and connect it to College Blvd; classify College Blvd as a Minor Arterial
- Alternative #2 - Keep the connection described above but also continue the Northern Route to intersect with Glade Road.
- Review and analyze the benefits and costs for each alternative with stakeholders.
- Recommend approval of an alternative alignment for the Northern Route and Hood Mesa Trail connection.

**ANTICIPATED WORK**

- The development of a Roadway Classification Map showing all existing and future roadway designations.
- NMDOT and FHWA approval of changes to road classifications.

**RECOMMENDATION**

- It is recommended that the Technical Committee recommend approval of Alternative #1, connecting the proposed Northern Route to College Blvd, as part of the MPO Major Thoroughfare Plan.

**DISCUSSION:** Mr. Lucero stated staff made a listing of proposed changes to the MPO Major Thoroughfare Plan based on each proposed alternative. The lists show the proposed road extensions and reclassifications that would affect the adopted MTP. Mr. Lucero stated that Staff preferred Alternative #1. The main reclassification change for Alternative #1 would be the reclassification of College Blvd and Foothills from Collectors to Minor Arterials. Staff wanted to make it clear as the Farmington MTP Plan would need to be updated to reflect those changes. The rest of the changes are extensions which currently are not reflected in the Farmington MTP.

Mr. Lucero stated for the Alternative #2 the major difference from Alternative #1 would be an extension of the Northern Route further west of the proposed College extension to the Glade. This would lead to a reclassification of Glade as a minor arterial. Mr. Lucero stated after speaking with the different Policy Board Members, as well as with BLM and stakeholder groups, staff is recommending Alternative #1, as it appears to be the most viable. Mr. Lucero stated that the other notable item is that the portion of College that is extending north of Hood Mesa Trail is extended north to the Northern Route instead of heading west towards the Glade making College a nice North and South Arterial from 30<sup>th</sup> Street to the Northern Route.

Ms. Lopez questioned what the horizon year for this plan. Mr. Lucero stated that the FMPO MTP would become part of the MPO's Long Range Plan and with a horizon date of 2035. Ms. Lopez questioned if changes are needed would it be possible to make revision to the MTP. Mr. Lucero stated yes.

Ms. Lopez asked if the proposed amendments would be brought to the Planning Department. Mr. Lucero stated how staff planned to proceed. Staff would bring the proposed amendment to the Policy Board for adoption. Then the approved amendment would need to be brought back to the entities for review and adoption on the local level. Mr. Lucero stated it will be a process that may take until early spring for adoption by the local entities. Staff will work with each entity starting next year.

Mr. Quintana questioned the reclassifications on the extensions. Mr. Lucero stated the reclassifications do not mean that the road will be built to the classification or any immediate changes will be done to the identified roads, but it will help individuals understand what the road may become in the future and help preserve the needed right-of-way.

Ms. Lopez stated that an MTP is used as part of the planning process. As projects or subdivisions come in during the platting process, the Planning Department makes sure they extract the right-of-way.

**ACTION:** Mr. Keck made a motion to recommend approval of Alternative #1 to the MPO Major Thoroughfare Plan. Mr. Quintana seconded the motion. The motion was passed unanimously.

## **5. REPORT FROM NMDOT**

**DISCUSSION:** Mr. Matthew stated Congress is expected to give an extension of the current funding for SAFETEA LU for another year. The NMDOT is expecting changes with the appointment of a new secretary and will most likely include some accommodations made due to the current deficit.

Mr. Matthew asked Mr. Delmagori about the status of the MOA. Mr. Delmagori stated staff received signature from the Policy Committee last month and City Council will take action on Tuesday.

Mr. Matthew stated that the presentation that District 5 made on the PEL project process is going to come into play next year. The NMDOT will be arranging a two part training: the first part will include a National Instructor from FHWA to teach a NHI course. The course will be given twice, one course in the South and one in the North. Local governments will be trained

in the NEPA process related to preliminary engineering and environmental work. They will also be given training on upcoming changes to that STIP program. Mr. Matthew stated a second part will be given by District staff, with emphasis on providing training to smaller communities and local governments that may not have resources to do some of the preliminary scoping and engineering. This will most likely start in April of 2011. Mr. Matthew stated that NMDOT will be scheduling and sending out announcements soon.

**ACTION:** Report received from NMDOT.

**6. RECEIVE REPORT ON THE 2010 TRAFFIC COUNT PROGRAM**

FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item

Subject:	2010 Traffic Count Program
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	November 29, 2010

**BACKGROUND**

- The MPO identified 81 traffic count locations to be counted in 2010. Traffic Research & Analysis (TRA) collected traffic counts during the weeks of October 11<sup>th</sup> and October 18<sup>th</sup>.
- Initial data has been provided for 79 count locations.

**CURRENT WORK**

- NMDOT received and accepted 76 of the 79 counts taken.
- Staff is uploading the approved count information into the TCDS website database.

**ANTICIPATED WORK**

- Staff will issue payment for the speed/class and volume counts to TRA.

**TRAFFIC COUNT ANALYSIS**

- The average traffic volume change over the past three years has declined by 12%.
- Traffic counts for FM\_101 (Navajo St), FM\_71 (Hood Mesa Trail), SJ\_58 (CR 5580), and SJ\_110 (NM 371) will have to be rescheduled for next year.

**RECOMMENDATION**

- Staff recommends that the Technical Committee receive a report on the traffic count program.

**DISCUSSION:** Mr. Lucero stated that staff has submitted all the 2010 traffic counts to the state. The state has accepted all but five counts this year. Three of them were because of the low numbers and two were because of faulty start times. The five counts will be repeated during next year's count cycle.

The 2010 counts were conducted by our new consultant Traffic Research and Analysis Inc. out of Phoenix. Mr. Lucero stated the counts were performed in a timely manner as well as the reports returned within a three week period. Mr. Lucero stated the counts are currently loaded into the MPO system and posted onto the web site.

Mr. Lucero stated the MPO has verified the US 64 counts and worked with the City of Farmington to evaluate the counts by reviewing the permanent count station information within the city limits. The City of Farmington provided a month's worth of counts from the permanent station. Mr. Lucero stated that US 64 has increased in traffic volume by 30%.

Mr. Lucero stated that US 64 is being highly used and if not maintained the road will not make it through the next several winters. He also stated if the road was not maintained there might be a need to rethink alternative routes to divert the large volume of traffic elsewhere.

Mr. Huber questioned the difference between speed and volume counts. Mr. Lucero explained to Mr. Huber the difference between a speed count and a volume count. Ms. Lopez questioned if it also takes weight into consideration. Mr. Lucero stated that it does not it only takes into consideration the number of axles and the speed of the vehicle.

Mr. Keck stated that there are different types of counters. For instance there are counters that utilize plates that can be put on the road to count the volume and speed. The plate counters also report back the weight of the vehicles that traveled along the corridor.

**ACTION:** The report was received.

**7. RECEIVE REPORT ON THE FY2012-2017 TIP SCHEDULE**

FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item

Subject:	FY2012-2017 Transportation Improvement Program (TIP)
Prepared by:	Joe Delmagori, MPO Planner



Date:	December 1, 2010
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**BACKGROUND**

- The TIP is a short-term program of projects expected to be completed in the next six years.
- The MPO updates the TIP on an annual basis.
- The TIP update process includes revising existing project information, adding new projects, and developing a TIP financial plan.
- The FY2011-2016 TIP is available on the MPO website along with its corresponding amendments.

**CURRENT WORK**

- A Call for Projects is being issued in December.
- Staff will meet individually with the entities, NMDOT, and Red Apple Transit to review project information.

**TIP SCHEDULE**

MONTH	ACTION
December 2010-February 2011	Call for Projects made & issue Project Identification Forms for completion
February 18, 2011	Project ID Forms submitted to MPO
February - March 2011	Entities review project information; development of an agreed to list of projects and TIP financial plan
Early March - early April 2011	30-day Public Comment period is advertised and opened
March 24, 2011	Technical Committee holds public hearing on and recommends adoption of TIP
April 21, 2011	Policy Committee adopts the FY2012-2017 TIP

**RECOMMENDATION**

- It is recommended that the Technical Committee receive a report on the FY2012-2017 Transportation Improvement Program schedule.

**DISCUSSION:** Mr. Delmagori stated at the end of the calendar year and leading into the New Year the MPO goes through the process of updating its Transportation Improvement Program. This is a list of transportation projects over the next six years that are on federally classified roads or receive federal funding. The update process looks at current project information, adding new projects and developing a TIP financial plan. Mr. Delmagori added that staff will issue out a template that will need to be filled out. Mr. Delmagori informed the committee

when all information is collected staff will then meet with each entity to go through their project list.

Mr. Delmagori stated in March a 30 day public comment will be advertised. After finalizing the TIP with the Technical Committee, the MPO will seek adoption by the Policy Committee in April.

Mr. Delmagori informed the committee that the STIP is coming up on the 2 year update.

**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:	November 29, 2010

### INFORMATION ITEMS

- a. **Red Apple Transit Study.** LSC is currently working on the Final Report for the study and anticipates a review period starting on December 20.
- b. **FY2010 Annual List of Federally Obligated Projects.** A SAFETEA-LU requirement is for an MPO to develop an Annual List of Federally Obligated projects (23 CFR 450.332). This list shows details of transportation projects that received federal funding between October 1, 2009 and September 30, 2010
- c. **Other.**

**DISCUSSION:** Mr. Delmagori informed the committee that the Red Apple Transit Study is coming to an end and Mr. Krutsinger is currently finalizing the report. Staff is anticipating it to be complete by the end of next week so it can be reviewed internally by staff.

Mr. Delmagori stated at the beginning of January the final report will be issued out to everyone on the stakeholders list as well as the committees.

Mr. Delmagori informed the committee at the end of the year staff puts together a list of Federally Obligated Projects, which is one of the requirements for SAFETEA-LU. Staff received information from NMDOT and is currently developing the list.

**9. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF**

**DISCUSSION:** Ms. Lopez informed the committee that there will be a Land Use Law workshop coming up if anyone was interested. The City of Farmington is hosting the workshop.

**10. BUSINESS FROM THE FLOOR**

**DISCUSSION:** There was no business from the floor.

**11. ADJOURNMENT**

Mr. Keck made a motion to adjourn the meeting and Mr. Quintana second the motion. Ms. Lopez adjourned the meeting at 10:45 a.m.

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Cindy Lopez- Vice Chair

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Joe Delmagori - MPO Planner

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Annual Election of Officers
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	January 17, 2011

**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.
- In 2010 Julie Baird and Cindy Lopez were elected and served as Chair and Vice Chair respectively.

**ELECTION**

- Elections will take place to select a Chair and Vice-Chair for the Technical Committee for 2011.

**RECOMMENDATION**

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

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Traffic Count Database System (TCDS)
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	January 17, 2011

**BACKGROUND**

- Staff attended a Webinar on January 12, 2011 on the Traffic Count Database System (TCDS).
- Midwestern Consulting demonstrated its software program and critical functions for inputting and querying data.
- The presenter showed how to navigate through the site as well as demonstrated how users of the software can upload and modify the traffic count data.
- A question and answer session followed the webcast.
- The MPO has a link to the TCDS website on the MPO webpage which is available for use by everyone.

**PRESENTATION**

- Staff will give a tutorial on the web program during the Technical Committee meeting.
- Staff will highlight the features of the program and how to search for traffic data.

**RECOMMENDATION**

- It is recommended that the Technical Committee receive a presentation on the TCDS website.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Red Apple Transit Study
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	January 19, 2011

**BACKGROUND or PREVIOUS WORK**

- The MPO and Red Apple Transit worked with LSC Consultants to determine future transit needs and make recommendations for expansion options.
- LSC Consultants developed two Technical Memorandums and held four sets of public and stakeholder meetings on the transit study.
- Recommended options were developed for both the regional and Farmington routes for modifying and expanding the existing system.
- A Draft Final Report was issued for review.

**CURRENT WORK**

- In Farmington, the short-term recommendation is to create bi-directional line routes and create all day service for portions of the regional routes.
- Long term recommendations include creating a new Aztec to Bloomfield route, increasing route frequencies, and providing evening service.
- The Final Report has been completed, which explains the recommendations, the implementation schedule for the recommendations, and the financial plan.
- The MPO and Red Apple Transit are seeking adoption of the Final Report on January 25.

**ANTICIPATED WORK**

- Upon approval, issue the Final Report to the entities and stakeholders.
- Amend the 2035 MTP to include the recommendations described in the Final Report

**RECOMMENDATION**

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

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	FY2012 UPWP Call for Projects
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	January 19, 2011

**BACKGROUND**

- Over the next few months, the MPO will develop its annual work plan for fiscal year 2012 (July 1, 2011 through June 30, 2012).
- The FY2012 Unified Planning Work Program (UPWP) is anticipated to be approved on April 21, 2011 by the Policy Committee.
- Entities are asked to submit new projects and other planning tasks to be accomplished by the MPO during FY2012 by February 16, 2011.

**FY2012 UPWP INITIAL TASKS**

- Yearly Activities
  - Annual Certification
  - Development of FY2013 UPWP
  - FY2011 Annual List of Obligated Projects
  - Public meetings and presentations
  - Quarterly Reports and Newsletters
  - Safe Routes to School (SRTS) activities
  - Traffic Count program
  - Traffic studies and model runs requested by the entities
  - Transportation Improvement Program
- New Activities
  - Update the Public Participation Plan
  - Update the ITS architecture
  - On-board transit survey and ridership data collection for Red Apple Transit to better understand travel patterns and passenger needs
  - Develop a Pedestrian Safety Action Plan
  - Create a Bicycle Suitability Map for the MPO
  - Develop a Complete Streets policy
  - Other actions outlined in the 2035 MTP

**ANTICIPATED WORK**

- Define projects and develop planning tasks in February.
- Review the work program in March with the Technical and Policy Committees.
- Approve the FY2012 UPWP in April

**RECOMMENDATION**

- It is recommended that the Technical Committee receive a report and the Call for Projects for the FY2012 UPWP.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Red Apple Transit Update
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	January 17, 2011

**RED APPLE REPORT**

- Red Apple Transit had a total ridership of approximately 12,000 riders in December.
- Kirtland experienced a 5% drop from the previous month.
- The Tiger, Bobcat and Farmington Routes had increases over the previous month with a 15%, 9% and 3% increase respectfully.
- Bloomfield had a 66% increase over the same period last year.
- However, Kirtland experienced a 13% decrease over the same period last year.
- Total ridership increased from 132,534 in 2010 to 139,467 in 2011.

**ATTACHMENT**

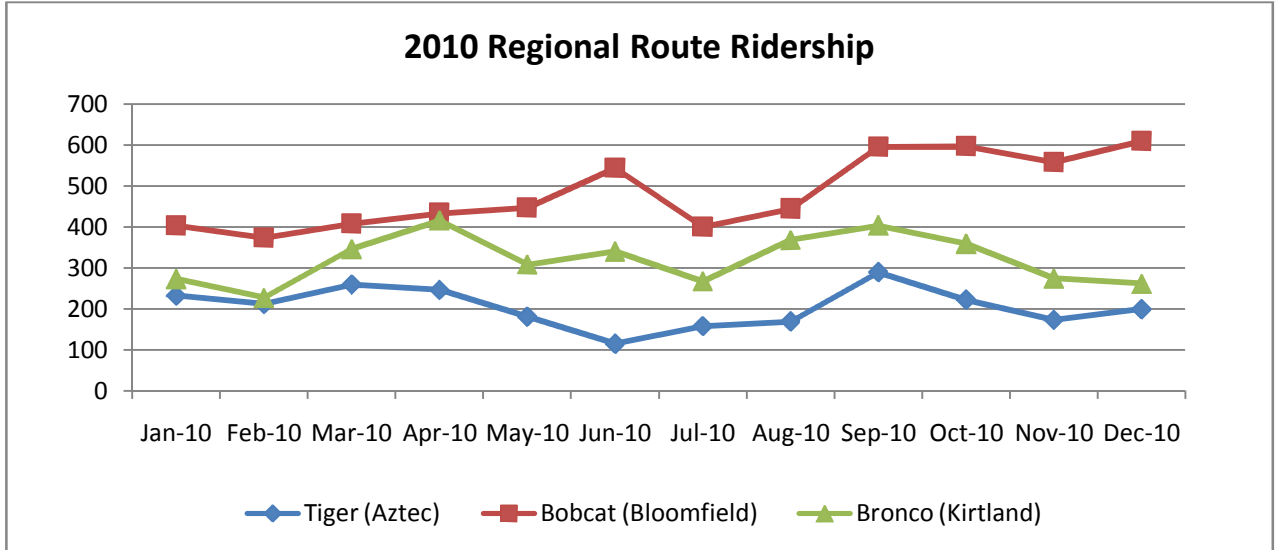
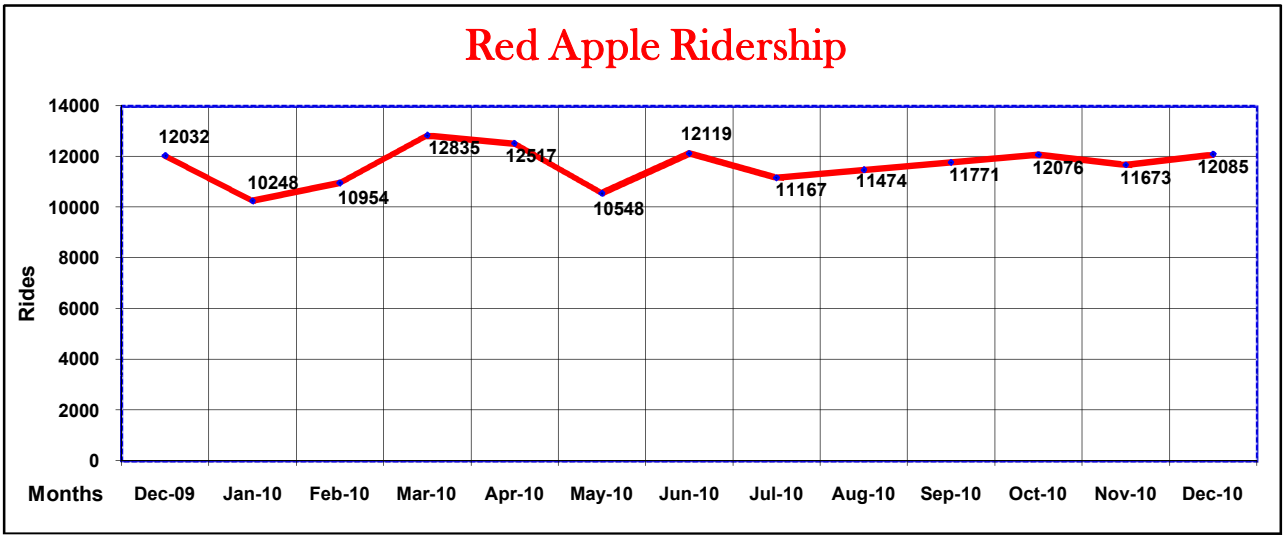
- The Red Apple Report is attached.

**RECOMMENDATION**

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



	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10
Tiger (Aztec)	193	232	212	259	246	181	115	158	169	289	222	173	199
Bobcat (Bloomfield)	367	404	374	408	434	447	545	401	445	596	597	559	610
Bronco (Kirtland)	301	273	227	346	416	308	340	267	368	404	359	274	261
Farmington Routes	11171	9339	10141	11822	11421	9612	11119	10341	10492	10482	10898	10667	11015
Monthly Total	12032	10248	10954	12835	12517	10548	12119	11167	11474	11771	12076	11673	12085



**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Information Items
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	January 19, 2011

**INFORMATION ITEMS**

- a. **MPO Officer.** Mary Holton, Community Development Director for the City of Farmington, has been selected as the new MPO Officer.
- b. **MPO-NMDOT Traffic Count Database Review.** Staff from each entity will meet in Santa Fe on January 25 to compare traffic count databases to ensure each contains the same data relating to traffic sections, mile points, and functional classification.
- c. **2010 Census Workshop.** Martin Lucero will attend a workshop in Albuquerque on January 26 to discuss new Census data and the American Community Survey.
- d. **FY2012-FY2017 TIP Update.** Staff will coordinate with the entities to meet individually in February to review TIP projects.
- e. **Other.**