



# A G E N D A

## **Farmington Metropolitan Planning Organization Technical Committee Meeting**

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

**July 22, 2010  
10:00 a.m.**

**AGENDA**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**TECHNICAL COMMITTEE MEETING**  
**July 22, 2010      10:00 A.M.**

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

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1. Call meeting to order	
2. Approve the minutes from the June 24, 2010 Technical Committee meeting.	1
3. Hold a discussion on the TIP-STIP protocols.	9
4. Review the road classifications as part of the MPO Major Thoroughfare Plan.	14
5. Receive a report on the Red Apple Transit Study.	15
6. Receive a report from NMDOT. a. District 5 b. Planning Division	
7. Receive a report on the Safe Routes to School public meeting in Bloomfield.	16
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9. Information Items a. Amendment #1 to the FY2011-2016 TIP b. MOA renewal with NMDOT c. MPO Road Inventory update d. Other	19
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 Officer at the Farmington Community Development Office, 805 Municipal, Farmington, New Mexico, 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 Officer at the Farmington Community Development office if a summary or other type of accessible format is needed.

**MINUTES**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**TECHNICAL COMMITTEE MEETING**  
**June 24, 2010**

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

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: Bob Campbell, MPO Officer

Also Present: Ray Matthew, NMDOT

**1. CALL TO ORDER**

Ms. Baird called the meeting to order at 10:06 am.

**2. APPROVE THE MINUTES FROM THE MAY 27, 2010 TECHNICAL MEETING**

Mr. Keck motioned to approve the minutes from the May 27, 2010 Technical Committee meeting and Ms. Lopez seconded the motion. Motion was passed unanimously.

**3. RECEIVED REPORT ON MPO MAJOR THOROUGHFARE PLAN**

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**Agenda Item**

<b>Subject:</b>	MPO Major Thoroughfare Plan
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	June 16, 2010

<b>BACKGROUND or PREVIOUS WORK</b>
<ul style="list-style-type: none"> <li>▪ The Major Thoroughfare Plan (MTP) is designed to accommodate both current and projected travel demands associated with growth.</li> <li>▪ As part of the 2035 Metropolitan Transportation Plan staff reviewed with both the Technical and Policy Committees the roadway network and surrounding land uses as well as projected increases in population and traffic volumes.</li> <li>▪ Staff has met with member entities to discuss the proposed MPO thoroughfare plan.</li> </ul>

<b>CURRENT WORK</b>
<ul style="list-style-type: none"> <li>▪ Review NMDOT criteria for functional classifications.</li> <li>▪ Work with NMDOT to review the state designation for classified roadways in the MPO.</li> <li>▪ Staff is identifying any road classifications that differ between the local agencies and NMDOT.</li> </ul>

<b>ANTICIPATED WORK</b>
<ul style="list-style-type: none"> <li>▪ The development of a Roadway Classification Map showing all existing and future roadway designations.</li> </ul>

<b>BACKUP MATERIAL</b>
<ul style="list-style-type: none"> <li>▪ Classification table showing proposed changes to the state classified roadway system. (Provided at meeting)</li> </ul>

<b>RECOMMENDATION</b>
<ul style="list-style-type: none"> <li>▪ It is recommended that the Technical Committee receive a report on the MPO Major Thoroughfare Plan.</li> </ul>

**Discussion:** In order to give Mr. Martinez from District 5 additional time to make the meeting, Ms. Baird moved the TIP-STIP agenda item to later in the meeting.

Mr. Lucero informed the committee of recent meetings with each entity to discuss the regional road network, the states federally classified roadway database, and the MPO database system. The discussion included roads that have been built since the NMDOT 2004 Classification Map but have not yet been classified. He also passed out a table of road listings with all the current and proposed classifications. Mr. Lucero reviewed the table with the Committee pointing out changes that needed to be made such as roads that need to be classified. One reason for the update is to keep the traffic counts meaningful for the area. The road classifications will also help with preservation of right-of-way for future proposed roads.

Ms. Baird asked about the approval of this plan and if it will be discussed at the Policy meeting in September. Mr. Lucero replied that the plan will be reviewed by the Policy

Committee in September. The MPO will also have the plan reviewed by the DOT. Once adopted by the MPO Policy Committee the MPO will seek adoption of the Major Thoroughfare Plan by each entity. Mr. Delmagori mentioned that the MPO would seek adoption by the member entities prior to seeking approval from FHWA.

Mr. Matthew discussed the form that the MPO needs to fill out after the approval of the Major Thoroughfare Plan. It is necessary for the reclassification of each road to be entered into the federal system. Noting that he has seen some classifications that are not being shown by NMDOT, Mr. Lucero stated the DOT is currently running two different database systems and that might be the reason for the delay. He also commented on the reclassifications that were done approximately two years ago that are in the old system and are not present in the new system.

Mr. Delmagori indicated that the MPO will be presenting the plan to Planning and Zoning Commissions and councils and commissions to give them a status report. Ms. Lopez asked if this will be going to the state in September. Mr. Lucero stated that the MPO hopes to discuss the plan with the NMDOT in September when staff is attending the MPO Quarterly. Final approval by the NMDOT will occur after adoption of the road plan by the Policy Committee. Ms. Lopez questioned if the plan needed to go to the local councils. Mr. Delmagori stated for the local adoption it would need to go to the councils. If everything goes well with the Policy approval in September, then subsequent local adoptions will be sought after. Ms. Lopez asked whether local adoption was needed prior to meeting with the state in September. Mr. Lucero stated no because staff will not seek approval of the classification changes in September, rather staff will just be meeting with the DOT to show them the roads that the MPO is considering for a reclassification. Mr. Delmagori stated that the entire acceptance is needed prior to going to the next steps and DOT will be involved with the process. Mr. Matthew stated at the meeting in September the FHWA will be in attendance to discuss the plan.

Mr. Christensen asked if the planning staff in Farmington, Aztec, Bloomfield and the County is reviewing the plan and if they are working off the same plan. Mr. Lucero stated that Farmington is moving forward on their Major Thoroughfare Plan in completing some of the identified streets. Mr. Delmagori said local adoption will ensure that all entities are following the same plan. Mr. Christensen questioned if the city's planning departments are really looking at the plan as their own, and asked if there is a process to make changes in the future. He also stated it would be better to spend the resources on a right-of-way acquisition, such as on NM 516 up to Flora Vista. Mr. Delmagori stated that one of the objectives is to have meetings with all the cities and the county in order to get that buy-in from the planners and engineers and go forth with the process. Mr. Christensen stated that it should probably be a subject for discussion for the Technical Committee and Policy Committee. Mr. Delmagori stated that is why there will be meetings regarding the proposals, as a way to answer any questions prior to the approval of the plan.

Mr. Quintana requested some information on submitting a revision on a new development which will require a path for the Major Thoroughfare Plan. Mr. Delmagori stated that this plan can be revised if needed. Ms. Lopez stated that the spine road for La Plata Ranch was part of a revision to the City of Farmington's Major Thoroughfare Plan and the road was classified as a collector. She also stated she would check on it to make sure that it was classified as a collector.

**Action:** The report was received.

**4. RECEIVED REPORT ON RED APPLE TRANSIT STUDY**

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Red Apple Transit Study
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	June 16, 2010

**BACKGROUND or PREVIOUS WORK**

- The 2035 MTP identifies a need to evaluate the current transit system.
- The MPO, in cooperation with Red Apple Transit, will work with a consultant to determine future transit needs and recommend expansion options.
- The first public meeting about the study was held on June 3.

**CURRENT WORK**

- LSC Consulting is gathering population and employment information.
- The MPO is providing GIS data, maps, and information on employers and various facilities to the consultant.

**ANTICIPATED WORK**

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

**RECOMMENDATION**

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

**Discussion:** Mr. Delmagori discussed the study that was identified in the 2010 MTP. Back in May LSC was hired to work on this plan. He also stated there was a public meeting on June 3, 2010 to introduce the plan and the outline for the next six months. The meeting was well attended by the public. After the consultant explained the study and its expected outcomes, individuals were placed into groups and given a map with the existing system labeled. They

were asked to identify where they would like to see new routes, new stops, and to write any other comments they had. Mr. Delmagori then stated a lot of the comments were very similar to what the MPO has been hearing for years, such as the lack of efficiency in the circular routes and in the regional routes as they only run three times a day.

Since the meeting, LSC has requested information from the MPO, Red Apple, and Presbyterian Medical Services. Some of the information includes population/ employment data for the current and forecasted years, surveys taken, and Red Apple Transit ridership reports.

Ms. Baird requested information on the next public meeting. Mr. Delmagori stated the next public meeting will be held on July 29, 2010 from 11-1pm at the Farmington Civic Center. Ms. Baird asked whether there has been any other discussion regarding the routes and maybe changing the current route. Mr. Delmagori stated the route change was mentioned to better serve the public. Ms. Lopez stated there was a discussion at the public meeting regarding adding more stops due to current stops being located so far apart. Mr. Christensen said that a Lee Acres or Wild Horse Valley stop should be considered. Mr. Delmagori stated places along NM516 from Farmington to Aztec were also brought up by participants.

**Action:** The report was received.

**5. RECEIVED REPORT ON RED APPLE TRANSIT UPDATE**

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

**Subject:** Red Apple Transit Update  
**Prepared by:** Martin Lucero, MPO Associate Planner  
**Date:** June 16, 2010

<b>RED APPLE UPDATE</b>
<ul style="list-style-type: none"> <li>▪ Overall ridership reached 12,517 passengers in April.</li> <li>▪ Farmington and Aztec saw a decrease in ridership over previous month, with 3% and 5% respectfully.</li> <li>▪ Bloomfield and Kirtland saw increases in ridership over previous months, with 6% and 10% respectfully.</li> <li>▪ Aztec, Bloomfield, Kirtland, and Farmington had increases over the same period last year with 17%, 18%, 35% and 12% respectfully.</li> <li>▪ The ridership report is attached.</li> </ul>
<b>RECOMMENDATION</b>
<ul style="list-style-type: none"> <li>▪ It is recommended that the Technical Committee receive a report on Red Apple Transit.</li> </ul>



**Discussion:** Mr. Lucero reported on ridership numbers for the month of April. The overall ridership for Farmington and Aztec decreased over previous months but Bloomfield and Kirtland saw an increase in April. The Bronco route has increased in ridership and is almost the same as the Bobcat. Mr. Lucero speculated that this might be an indication that there is a need in the outlying areas that is not being met. He then stated that ridership continues to grow and hopefully the demands can be met for the riders living in the outlying areas. Currently things are looking good and the summer months tend to do a little better. The upcoming months are when Bloomfield’s ridership tends to increase.

**Action:** The report was received.

**6. RECEIVED REPORT ON TIP-STIP PROTOCOLS**

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	TIP-STIP Protocols
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	June 16, 2010

**BACKGROUND**

- The Transportation Improvement Program (TIP) is the short range program of projects expected to be completed within six years.
- All projects with federal funding are included in the TIP.
- Regionally significant projects are also part of the TIP.
- The Statewide TIP (STIP) includes all federally funded projects within the state.
- The TIP must be included without change into the STIP.

**CURRENT WORK**

- TIP and STIP protocols will be reviewed with the Technical Committee members on June 24.
- NMDOT will provide information and guidance on the TIP-STIP process.

**GUIDELINES**

- All projects or particular phase of the project included in the adopted TIP will be programmed to the amount needed to complete the project or phase and in a timeframe that allows all project requirements to be met by the obligation authorization deadline.
- When project costs rise or fall as a result of forces outside the project sponsor’s control or projects are unable to be completed in the timeframe

originally estimated, an amendment or an adjustment is needed.

**BACKUP MATERIAL**

- TIP-STIP Protocols.

**RECOMMENDATION**

- It is recommended that the Technical Committee hold a discussion on the TIP-STIP protocols.

**Discussion:** Since Mr. Martinez was not present to talk about the STIP, Mr. Delmagori explained he would just focus on the TIP process and next month District 5 would speak about the STIP. Mr. Delmagori discussed the local side of the process. In January of the calendar year the MPO requests information on new projects and changes to existing projects. In February MPO staff meets with each entity to review the projects that are in the TIP, to review funding, termini, and fiscal years. In March all the information is put together and a public comment period is held. Adoption by the Policy Committee occurs in April.

The STIP Protocols indicate that amendments or adjustments are needed when dollar amounts change or costs are more than originally anticipated. STIP protocols will list the requirements for amendments. Mr. Delmagori mentioned that every so often projects get changed that are not brought to the attention of the MPO or the entities. Part of the discussion with Mr. Martinez next month will be to determine ways to alleviate this in the future.

Mr. Delmagori said the TCSP projects for Aztec and Farmington are now on the STIP. He reminded the Committee that this item will go back on the agenda for next month’s meeting to discuss the STIP with District 5.

**Action:** The report was received.

**7. RECEIVED REPORT FROM NMDOT**

**Discussion:** Mr. Matthews stated he didn’t have any news, except to say there are no budget cuts at this moment.

**8. INFORMATION ITEMS**

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Information Items
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	June 16, 2010



**INFORMATION ITEMS**

- a. **MPO Quarterly.** The Farmington MPO hosted the MPO Quarterly on June 23. A summary of the meeting will be provided.
  
- b. **Bloomfield SRTS Public Meeting.** The MPO has been meeting with the Bloomfield School District and City staff to establish a program within Bloomfield. On June 30, 2010 the City of Bloomfield will have a public meeting to kick off the Safe Route to School Program and to gain public support.
  
- c. **Other.**

**Discussion:** Mr. Quintana informed the committee that the Inspector General will be turning in the ARRA reimbursements. Ms. Baird stated Bloomfield had a couple of issues regarding its MAP funds and using the correct forms for extensions. She also stated that there are big issues on the SWIPS and with needing to do daily updates. Mr. Keck stated that daily updates are not needed but the entities are required to do weekly updates.

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

Ms. Baird thanked Mr. Christensen for his service to the MPO since this was his last meeting. Mr. Delmagori stated that everyone appreciated the work Mr. Christensen did and thanked him for often being a spokesperson for the MPO.

**10. BUSINESS FROM THE FLOOR**

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

**11. ADJOURNMENT**

**Discussion:** Mr. Keck made the motion to adjourn. Ms Lopez seconded the motion. Meeting adjourned at 11:03 am.

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Julie Baird- Chair

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Kathy Bonnell- Admin Aide

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	TIP-STIP Protocols
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	July 13, 2010

**BACKGROUND**

- The Transportation Improvement Program (TIP) is the short range program of projects expected to be completed within six years.
- All projects with federal funding are included in the TIP.
- Regionally significant projects are also part of the TIP.
- The Statewide TIP (STIP) includes all federally funded projects within the state.
- The TIP must be included without change into the STIP.
- TIP protocols were reviewed with the Technical Committee on June 24.

**CURRENT WORK**

- STIP protocols will be discussed on July 22.
- NMDOT will provide information and guidance on the TIP-STIP process.

**GUIDELINES**

- All projects or particular phase of the project included in the adopted TIP will be programmed to the amount needed to complete the project or phase and in a timeframe that allows all project requirements to be met by the obligation authorization deadline.
- When project costs rise or fall as a result of forces outside the project sponsor's control or projects are unable to be completed in the timeframe originally estimated, an amendment or an adjustment is needed.

**BACKUP MATERIAL**

- TIP-STIP Protocols.

**RECOMMENDATION**

- It is recommended that the Technical Committee hold a discussion on the TIP-STIP protocols.

# STIP PROTOCOLS

(Effective 12/10/04)

## **STIP Procedures**

1. The New Mexico DOT will follow a two-year STIP development cycle beginning in FY 2005 with development of the 2006-2012 STIP and Transportation Elements Working Document.
2. TIP and STIP development for MPOs in New Mexico and the NMDOT will take place within the two-year cycle during the odd-numbered fiscal years (i.e. in FY 2005, FY 2007, etc.) in order to be effective during even-numbered fiscal years.
3. The New Mexico Department of Transportation STIP Development Unit will provide financial estimates to Districts, MPOs, and RPOs at the beginning of the development period along with actual submittal and approval dates for major milestones. When available, interim financial estimates can be provided to assist the Districts, MPOs, and RPOs with amending and/or adjusting the TIP/STIP as necessary.
4. The current STIP differentiates between the financially constrained first three years (Statewide Transportation Improvement Program) and years four thru six (Transportation Elements Working Document). This naming convention will continue in compliance with Federal guidelines that state that only the first three years of the STIP are federally approved and all other years are for information and planning purposes.
5. The MPOs and RPOs may choose to continue an annual cycle of development of the TIPs and RTIPRs as long as the timeline is compatible with the recommended two-year STIP development cycle and the recommended amendment cycle.

### **Amendment Cycle and Criteria –**

Modifications to the STIP that are determined to require federal approval will be referred to as Amendments. Modifications to the STIP that do not require federal approval will be referred to as Administrative Adjustments.

Amendments to the STIP will be presented quarterly to the State Transportation Commission for review at their scheduled meetings in November, February, May, and August. Following Commission review the DOT Secretary will approve the Amendments. (In the event the State Transportation Commission does not meet during one of these months, the Amendment(s) will be presented at the next scheduled meeting.)

When situations arise that require Amendments to the STIP to take place outside of the prescribed quarterly cycle, these “Out-of-Cycle” Amendments must be approved by the Secretary of the New Mexico Department of Transportation or a person designated by the Secretary prior to being processed through the STIP Development Section. In order for an MPO, RPO, or District to submit an “Out-of-Cycle” Amendment, a formal request from the Chairman of the MPO Policy Committee, RPO Board, District Engineer or Deputy Secretary must be approved by the Secretary (or designee). The formal request must include the reason(s) for the amendment and why it cannot be addressed within the quarterly cycle.

Amendments to the TIP and STIP will be required for any of the following

- ❖ Addition or deletion of any project

- ❖ Substantial changes in the scope of any project
- ❖ Changes to any project that would affect air quality conformity
- ❖ Availability of earmarked funds
- ❖ Projects moving into or out of the first three years
- ❖ Changes in a project's programmed amount by greater than fifteen percent (15%) or more than \$2,000,000

Any revisions to the TIP and STIP that do not meet the criteria defined for an Amendment will be Administrative Adjustments. All requests to revise the STIP must include documentation that the appropriate coordination, cooperation, and/or consultation with local and/or tribal governments, NMDOT, MPOs, and RPOs have occurred according to federal regulations.

### **Communication Protocol**

This Communication Protocol has been developed in an effort to make the process for amending the MPO's Transportation Improvement Program (TIP) and the NMDOT's Statewide Transportation Improvement Program (STIP) more efficient by prescribing procedures that identify when and how notifications are to take place. All communications are assumed to take place within the context of the TIP/STIP Development and Amendment Process.

**NOTE: The process outlined here is not intended to replace any communications that lead to decisions to modify a Metropolitan TIP or the STIP. Rather, these protocols are intended to provide the communications framework that allows decisions agreed to among the appropriate participants.**

#### **General –**

- The communication protocols apply to ALL changes (amendments or administrative adjustments) to a TIP or the STIP.
- All changes must go through the District Engineer or the Deputy Secretary. They may choose to designate staff member responsible for these activities.
- Local government agencies must work through the Metropolitan Planning Organization (MPO) to affect changes to the TIP, or through the Regional Planning Organization (RPO) to affect changes to the STIP. Within MPOs, MPO staff will be responsible for coordinating all TIP/STIP changes with the District Engineer and for notifying member agencies of pending or completed state and federal actions. Within RPOs, RPO Planners will be responsible for coordinating all STIP changes with the District Engineer or Deputy Secretary and for notifying member agencies of pending or completed state and federal actions.
- Tribal entities are encouraged to work through the respective MPO or RPO to initiate a change in the TIP/STIP. However, if tribal entities choose to work through federal agencies such as the Bureau of Indian Affairs, the FHWA, or the FTA, the communication channels outlined below must be followed. Under these circumstances, the NMDOT Programs Division will serve as the initiator of the change and will be responsible for all notifications back to the tribal entity.
- In order to expedite requests, signed letters can be faxed to initiate the change, with the original following by mail. Formal Emails are also acceptable and should be printed and kept as a record document.

**A) For changes initiated by NMDOT Divisions, Bureaus, Sections, or other areas of the NMDOT General Office**

1. The office sends correspondence to the District Engineer or Deputy Secretary requesting a change, with copies to appropriate individuals (i.e. to STIP Coordinator, Planning Director, other Division/Bureau/Section/District personnel, etc.).
2. The District Engineer or Deputy Secretary sends correspondence transmitting the request to the MPO staff or RPO Planner, with copies to appropriate individuals.
3. MPO staff or RPO Planner sends correspondence acknowledging receipt of the request and outlining the necessary actions.
4. For changes in the RPO
  - i) RPO Planner notifies the local governments regarding requested changes
5. For changes in the MPO
  - i) MPO staff initiates the change process
  - ii) MPO staff sends letter (with any attachments) to District Engineer or Deputy Secretary once the change is finalized by the Policy Board/Committee
  - iii) District Engineer sends letter to STIP Coordinator transmitting MPO documentation of the change, with a copy of transmittal letter to the MPO
6. STIP Coordinator sends letter transmitting federal action letter to District Engineer or Deputy Secretary and MPO staff or RPO Planner

**B) For changes initiated by NMDOT Districts**

1. The District Engineer sends correspondence to the MPO staff requesting the change or to the RPO Planner notifying them of the intent to make a change, with copies to appropriate individuals (i.e., STIP Coordinator, Planning Director, other Division/Bureau/Section/District personnel, etc.)
2. MPO staff or RPO Planner sends correspondence acknowledging receipt of the request and outlining the necessary actions.
3. For changes in the RPO
  - i) RPO Planner notifies the local government regarding requested changes
4. For changes in the MPO
  - i) MPO staff initiates the change process
  - ii) MPO staff sends letter (with any attachments) to District Engineer once the change is finalized by the Policy Board/Committee
  - iii) District Engineer sends letter to STIP Coordinator transmitting MPO documentation of the change, with a copy of transmittal letter to the MPO staff
5. STIP Coordinator notifies District Engineer and MPO staff or RPO Planner when State action is taken

6. STIP Coordinator sends letter transmitting federal action letter to District Engineer and MPO staff or RPO Planner

**C) For changes initiated by MPOs**

1. MPO staff sends correspondence to the District Engineer as notification of intent to request change to the STIP, with copies to appropriate individuals (i.e., member agencies, STIP Coordinator)
2. MPO staff sends correspondence (with any attachments) to District Engineer once the change is finalized by the Policy Board/Committee
3. District Engineer sends letter to STIP Coordinator transmitting MPO documentation of the change, with a copy of transmittal letter to the MPO staff
4. STIP Coordinator sends letter transmitting federal action letter to District Engineer and MPO staff

**D) For changes initiated by RPOs**

1. RPO Planner sends correspondence to the District Engineer requesting a change to the STIP, with copies to appropriate individuals (i.e., member agencies)
2. District Engineer sends letter to STIP Coordinator requesting a change, with a copy to the RPO Planner
3. STIP Coordinator sends copy of federal action letter to District Engineer and RPO staff

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**Agenda Item**

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

**BACKGROUND or PREVIOUS WORK**

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

**CURRENT WORK**

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

**ANTICIPATED WORK**

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

**BACKUP MATERIAL**

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

**RECOMMENDATION**

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

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

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

**BACKGROUND or PREVIOUS WORK**

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

**CURRENT WORK**

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

**ANTICIPATED WORK**

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

**RECOMMENDATION**

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

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

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

**BACKGROUND or PREVIOUS WORK**

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

**CURRENT WORK**

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

**ANTICIPATED WORK**

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

**RECOMMENDATION**

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

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

**Subject:** Red Apple Transit Update  
**Prepared by:** Martin Lucero, MPO Associate Planner  
**Date:** July 13, 2010

**RED APPLE UPDATE**

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

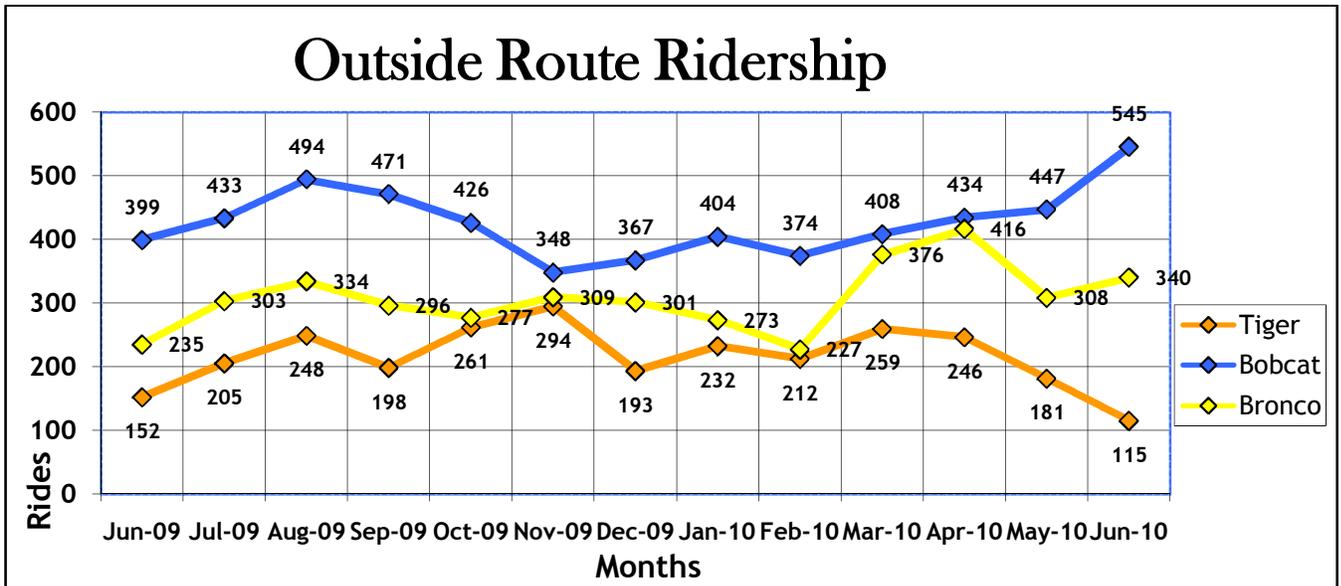
**RECOMMENDATION**

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

## RED APPLE TRANSIT SUMMARY - June 2010



	9-Jun	9-Jul	9-Aug	9-Sep	9-Oct	9-Nov	9-Dec	10-Jan	10-Feb	10-Mar	10-Apr	10-May	10-Jun
Tiger	152	205	248	198	261	294	218	232	212	259	246	181	115
Bobcat	399	433	494	471	426	416	367	404	374	408	434	447	545
Bronco	235	303	334	296	277	309	339	273	227	376	416	308	340
Farmington	10,103	10,669	10,904	10,409	10,519	9,527	11,108	9,339	10,141	11,792	11,421	9,612	11,119
<b>Total</b>	<b>10,889</b>	<b>11,610</b>	<b>11,980</b>	<b>11,374</b>	<b>11,483</b>	<b>10,546</b>	<b>12,032</b>	<b>10,248</b>	<b>10,954</b>	<b>12,835</b>	<b>12,517</b>	<b>10,548</b>	<b>12,119</b>



**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

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

**INFORMATION ITEMS**

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