



A G E N D A

Farmington Metropolitan Planning Organization Technical Committee Meeting

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

**October 28, 2010
10:00 a.m.**

AGENDA
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
October 28, 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 October 7, 2010 Technical Committee meeting.	1
3. NMDOT Rail Presentation	9
4. TIP Amendment #2: (Public hearing & recommend approval).	10
5. Receive a report from NMDOT. a. District 5 b. Planning Division	
6. Receive a report on the Memorandum of Agreement between the MPO-NMDOT.	12
7. Receive a report on the Red Apple Transit Study.	23
8. Receive a report on the Red Apple ridership report	24
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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
October 7, 2010

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

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
David Krutsinger, LSC Consultants

1. CALL TO ORDER

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

2. APPROVE THE MINUTES FROM THE OCTOBER 7, 2010 TECHNICAL COMMITTEE MEETING

Mr. Keck motioned to approve the minutes from the October 7, 2010 Technical Committee meeting and Mr. Quintana seconded the motion. Motion was passed unanimously.

3. RECEIVE REPORT PRESENTATION FROM RED APPLE TRANSIT STUDY

Agenda Item

Subject:	Red Apple Transit Study
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	September 23, 2010

BACKGROUND or PREVIOUS WORK

- The MPO and Red Apple Transit are working with LSC Consultants to determine future transit needs and make recommendations for expansion options.
- LSC Consultants developed a Technical Memorandum that determined current transit need and identified future transit demand out to the year 2035.
- The second public meeting on the transit study was held on July 29th.
- Other stakeholder meetings were held to review the Technical Memo.

CURRENT WORK

- Demand estimation was developed for 2020 and 2035 and initial observations for service expansion were made.
- LSC developed Technical Memorandum #2, which identified scenarios that reallocate existing resources for system improvements and expansion options based on additional resources.
- LSC will present material that outlines overall system concepts and possible options to revising the existing transit system.
- Estimated ridership and costs for the scenarios are provided in the Technical Memo.

ANTICIPATED WORK

- Hold the third series of stakeholder and public meetings from October 5-7.
- LSC Consultants will issue the Technical Memorandum #2 to the stake holder group for review.
- LSC Consultants will further analyze and make final recommendations in its draft report.

RECOMMENDATION

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

DISCUSSION: Mr. Delmagori introduced David Krutsinger from LSC Transportation Consultants to the Technical Committee. Mr. Delmagori also gave a brief overview of the study.

The study focuses on population and growth areas for the three cities over the next ten to twenty years. The study also evaluates areas of large transit dependant population, zero vehicle homes, low income, and elderly that rely on the Red Apple Transit services. Mr.

Delmagori stated all of those items were addressed in Technical Memo #1. LSC then evaluated service concepts with various alternatives and options to restructure or expand the current transit system.

Mr. Delmagori reviewed the presentation made by Mr. Krutsinger to the Farmington City Council as well as the public meeting that was held on October 6, 2010 at the Civic Center. A final presentation was made to the city planners from each member entity.

Mr. Delmagori then gave the floor to Mr. Krutsinger. Mr. Krutsinger began his power point presentation discussing several options that would benefit the Red Apple Transit System. He addressed walking distance, split loops, linear routes, two hub routes, and the difference between peak hours. He also discussed the difference between each option by comparing the cost, service levels, and labor.

Mr. Krutsinger then discussed the concerns received from the stakeholder and public meeting. During the meetings there were several citizens that were concerned with the distance they would have to walk to ride the transit system. Other concerns included limited service and the need for additional stops along existing routes.

Mr. Lucero introduced Ms. Moojen with the City of Aztec, Mr. Keck with San Juan County and Ms. Baird with the City of Bloomfield. He stated with representatives present from all our entities this would be a good time to discuss the identified issues of not enough stops and the possibility of adding more routes.

Mr. Quintana asked how accurate the model is that LSC uses. He elaborated on his question asking how the model determines how much time to allot for each additional stop. Mr. Krutsinger responded that there are two kinds of analyses that are done, one is how many stops, how many people ride in a quarter mile, walking distance, and the population per stop. The second is speed and distance in between stops. Mr. Quintana asked if Mr. Krutsinger felt there was a shortage of buses. Mr. Krutsinger stated that will be part of the analysis. However, the main thing is the public is requesting more stops which will then slow down the response time. He also stated that an eighth bus would need to be added if more stops were added to the current system. When compared to the other bus systems in the comparison group, the Red Apple Transit is managed well. Mr. Delmagori stated that the study is being conducted to evaluate if more buses need to be added to the current system as well as what the potential ridership could be as a result of changes. All the comments received and analysis will be factored in when the study is completed.

Mr. Krutsinger discussed the difference between circular routes and fixed routes in the outlying communities. There is even the possibility of adding a call rider service which gives a little more flexibility. Most of the public comments received at the public meeting indicated that circulators may not be needed if there were just more stops.

Mr. Lucero stated the smaller communities such as Aztec, Kirtland, and Bloomfield could possibly create public-private partnerships to secure a portion of the funds needed to run a local circulator for a year or two with the remaining money needed coming from Federal grants or earmarks. Mr. Krutsinger stated this can be a four year or six year plan, and each community will fund the local shares themselves.

Mr. Quintana questioned if the maintenance cost was included into the cost per rider. Mr. Krutsinger stated the Red Apple Transit is not making a profit and is subsidized to provide the service to the community. Ms. Lopez questioned if the \$100,000 per year includes the projected recapture of bus fares or does the \$100,000 just reflect the additional cost. Mr. Krutsinger stated that the \$100,000 was just the additional cost. Ms. Lopez asked if there will be some recapture. Mr. Krutsinger stated that there would be approximately an 11% recapture rate.

Ms. Moojen stated that a public-private partnership would be something the City of Aztec would be interested in. However, it would all be contingent on the implementation and timing of the other pieces. This could be feasible since the City of Aztec is currently developing public-private partnerships.

Mr. Matthew asked if each community could possibly create local circulators for less. Mr. Krutsinger stated it is possible by shortening the hours of service and the number of stops. Mr. Krutsinger added it would reduce the amount of people served in relation to the number of hours decreased.

Ms. Moojen asked if there is a proposed time frame for Regional Option #1. Mr. Krutsinger stated an exact time has not been identified but it would be in the short term. Mr. Delmagori stated it would depend on the phasing as to when it will take place. With the current Farmington routes it is possible to modify it now with little to no cost. So with all the information given, all the options will be looked at to see which one will better serve the community within the next five to ten years.

ACTION: The presentation was received.

4. REVIEW ALTERNATIVES FOR NORTHERN ROUTE AND HOOD MESA TRAIL (MTP)

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject:	MPO Major Thoroughfare Plan
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	September 23, 2010

BACKGROUND or PREVIOUS WORK

- Staff identified road classifications that differ between the local agencies and NMDOT.
- Staff reviewed NMDOT criteria for functional classifications.
- Staff in conjunction with the Technical Committee members identified differences in road classifications.
- The FMPO Policy Committee adopted the Major Thoroughfare Plan at their

September 9th meeting with direction to staff to review alternatives for the Northern Route and Hood Mesa Trail connection in Northeast Farmington.

- | CURRENT WORK |
|--|
| <ul style="list-style-type: none">▪ Staff has met with City of Farmington Staff to discuss alternatives to the Northern Route and Hood Mesa Trail connection.▪ Alternatives will be reviewed with the Technical Committee on October 7. |

- | ANTICIPATED WORK |
|--|
| <ul style="list-style-type: none">▪ Recommended adoption of an alternative alignment for Hood Mesa Trail and the Northern Route.▪ The development of a Roadway Classification Map showing all existing and future roadway designations.▪ NMDOT and FHWA approval of changes to road classifications. |

- | RECOMMENDATION |
|--|
| <ul style="list-style-type: none">▪ It is recommended that the Technical Committee review alternatives for the Northern Route and Hood Mesa Trail connection as part of the MPO Major Thoroughfare Plan. |

DISCUSSION: Mr. Delmagori informed the Technical Committee of the adoption of the Major Thoroughfare Plan by the Policy Committee. He further elaborated that staff was directed to evaluate alternatives for the Northern Route and Hood Mesa connection.

Now that the Major Thoroughfare Plan has been adopted staff can work with NMDOT on reclassifying existing roads into the Federally Classified Roadway Registry.

Mr. Lucero informed the Committee of the meeting that Staff had with the Farmington city planners and engineering staff. At the meeting Staff presented possible issues such as washes, arroyos and other natural barriers. Mr. Lucero added that there are no current homes fronting along the new proposed alignments. Mr. Lucero then presented possible options for alternative alignments to the committee.

Mr. Lucero suggested for the Northern Route to connect into Foothills, Hood Mesa Trail, a northern extension of College, and a new north-south road east of Pueblo de Farmington. Option #2 would not be recommended as it would affect sensitive areas as it moved west through the Glade. If Option #2 is chosen it would require Glade Road to be upgraded to a Minor Arterial.

Ms. Lopez stated this is a future plan and that all options need to be look at. She added that this would alleviate a portion of the traffic off of Pinon Hills Blvd. These options will also create more connections. Ms. Lopez did not feel that upgrading the Glade Road would be difficult or controversial as the road is already being utilized.

Mr. Delmagori wanted to reiterate that the short term improvements identified in the MPO Long Range Plan focus on the Crouch Mesa area. The thoroughfare plan will preserve corridors for the future.

Staff will seek recommended approval of one of the options at the October 28, 2010 Technical Meeting.

ACTION: The report was received

5. RECEIVE REPORT FROM NMDOT

DISCUSSION: Mr. Matthew discussed an Air Quality presentation he attended in Albuquerque. The New Mexico Environment Department has made a proposal to FHWA for additional CMAQ air quality funds to cover some expenses for nonattainment communities due to the new proposed ozone standards. Currently Farmington is at 0.075 parts per million with a new proposed standard of 0.070 parts per million. If the proposed standard is implemented Farmington will be in nonattainment. Because of this there will be some changes in the planning process.

Mr. Matthew stated there has been some recent air quality improvement because of the replacement of older vehicles with newer models. However, this may be limited due to the large percentage of ozone coming from stationary sources.

Mr. Matthew informed the Committee the final decision will be made at the end of October or first part of November. The NMDOT is consulting with the New Mexico Environmental Department regarding the standard. The New Mexico Environmental Department will hold special meetings throughout the state in the affected areas regarding the new standard and possible nonattainment status. The meetings will explain the impact of the new standard. Mr. Delmagori added that there is a grace period after the area is designated as nonattainment.

Mr. Lucero asked if the two year grace period still applied to develop an implementation plan. Mr. Matthew stated the MTP will need an update to the air quality section. He also stated the MPO will need to create a new plan and start a new planning process on a four year cycle.

Ms. Lopez questioned if an application is required for the CMAQ funds. With all the counties in nonattainment there will be competition for the funds. Mr. Matthew stated there are formulas based on the population of the non-attainment areas that will determine the disbursement of funds.

Mr. Matthew informed the Committee the MPO in the future will have to analyze each project to see how it contributes to the levels of ozone. Mr. Quintana asked who is focusing on emission requirements for each vehicle, which is a requirement for registering a vehicle in other states. Mr. Matthew stated the CMAQ funds come out of FHWA so it would not be applicable to stationary sources. That would have to be Federal, State, or New Mexico Environmental Department or even possibly the EPA. He stated for the mobile source CMAQ funds can be used for the Vehicle Emissions Inspection and Maintenance program (I/M). The I/M program was proposed to be possibly extended to the Albuquerque Metropolitan Area. Those kinds of programs are very common in nonattainment areas.

Ms. Moojen asked what would be the ramification of nonattainment status on the entities ability to pursue Federal funding for transportation projects and extensions. Mr. Matthew answered the planning process would be affected in that it would not be easy to have major amendments to the plan, TIP or STIP because of the conformity evaluations that need to be done. The MPO staff would have to go back and do a Conformity Analysis on that project and look to see if it meets the standards.

Ms. Lopez stated the biggest concerns for our area are the stationary sources. Mr. Lucero added although the largest concern is the stationary sources once you are declared in nonattainment the requirements to do mitigated transportation planning are the same. Even if all the vehicles in this area were removed we would still be in nonattainment and would still be required to go through all the steps.

Ms. Lopez asked what the impacts for all mobile sources are. Mr. Delmagori stated the Environmental Department has been focusing on the stationary sources and have not come out with a determination for the mobile sources.

ACTION: The report was received

6. INFORMATION ITEMS

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject:	Information Items
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	September 23, 2010

INFORMATION ITEMS

- a. **MPO Quarterly.** Staff attended the MPO Quarterly meeting hosted by the Santa Fe MPO on September 28.

- b. **NHI class on Transportation Safety and Planning.** Staff attended the course led by Jim Thorne from FHWA on transportation safety and planning. A portion of the discussion was on Strategic Highway Safety Plan (SHSP) for the state. The course was held in Santa Fe on September 29 and 30.

- c. **AMPO Conference.** Joe Delmagori will be attending the national MPO conference in St. Louis on October 19-22.
- d. **Other.**

DISCUSSION: Mr. Delmagori stated the quarterly meeting in Santa Fe went very well. There was a GIS presentation on applications for transportation. He added that the safety class was also very informative. The instructors explained how to integrate safety into the planning process from developing goals and objectives to implantation. He stated there were some things that could be expanded in our MTP.

Mr. Delmagori informed the Committee he will be attending the AMPO Conference in Saint Louis on October 19-22.

7. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Discussion: Ms. Baird informed the Committee that the Bloomfield City Hall will be moving temporarily to the new Police Department building while renovations are being completed at City Hall. Ms. Moojen announced the new Public Works Director Mike Huber will be starting at the City of Aztec. She also stated that he would become the permanent member for the Technical Committee and she will become the alternate.

8. BUSINESS FROM THE FLOOR

DISCUSSION: There was no business from the floor.

9. ADJOURNMENT

DISCUSSION: Mr. Keck made the motion to adjourn. Ms. Lopez seconded the motion. Meeting adjourned at 11:37 a.m.

Julie Baird- Chair

Kathy Bonnell- Admin Aide

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	New Mexico State Rail Plan
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	October 19, 2010

BACKGROUND or PREVIOUS WORK

- The Transit and Rail Division of the NMDOT is developing the New Mexico State Rail Plan to address current and future rail needs throughout the state.
- The new rail plan will replace the 1996 Rail Plan Update developed by the Intermodal Management Bureau of the New Mexico Highway and Transportation Department.
- The plan was developed in cooperation with various stakeholders such as rail carriers, transit providers, tribal and local governments.
- Purposes of Rail Plan Study
 - Set forth State policy involving passenger and freight rail transportation
 - Present priorities and strategies to enhance rail service that benefits the public
 - Serve as the basis for Federal and State rail investment

CURRENT WORK

- Bill Craven from the Transit and Rail Division of the New Mexico Department of Transportation is traveling throughout the state to present and conduct public outreach concerning the Draft New Mexico State Rail Plan.

RECOMMENDATION

- It is recommended that the Technical Committee receive a presentation from Bill Craven from the Transit and Rail Division of the New Mexico Department of Transportation on the Draft New Mexico State Rail Plan.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	FY2011-2016 TIP Amendment #2
Prepared by:	Martin Lucero, Associate MPO Planner
Date:	October 19, 2010

BACKGROUND

- On October 3, 2010 the Farmington MPO advertised Amendment #2 to the FY2011-FY2016 Transportation Improvement Program.
- The amendment modifies funding to the Wildflower Parkway Widening project.

CURRENT WORK

- The original ARRA amount obligated to the project was \$1,000,000.00; an additional \$347,265.70 has now been authorized for a total of \$1,347,265.70.
- The MPO is holding a 30-day public comment period from October 3, 2010 to November 3, 2010.
- Hold a public hearing on FY2011-2016 TIP Amendment #2 during the October 28, 2010 Technical Committee meeting.

ANTICIPATED WORK

- Present any public comments to the Technical Committee.
- Approve Amendment #2 to the FY2011-2016 TIP at the November 11th Policy Committee meeting.

ATTACHMENTS

- Public Notice describing the funding changes in Amendment #2.

RECOMMENDATION

- It is recommended that the Technical Committee hold a public hearing on and recommend approval of Amendment #2 to the FY2011-2016 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 #2 to the Farmington Metropolitan Planning Organization FY2011-FY2016 Transportation Improvement Program.

Amendment #2 to the FY2011-2016 Transportation Improvement Program (TIP) provides additional funding to the Wildflower Parkway Widening project. Improvements to Wildflower Parkway from Browning Parkway (NM 516) and heading east for 0.8 miles include traffic signal upgrade, additional lanes, pedestrian facilities, bike lanes, and additional intersection upgrades at Wildflower Parkway and Wildflower Mesa Drive.

Project Name:	Wildflower Parkway Widening Project
Funding Source:	AMERICAN RECOVERY AND REINVESTMENT ACT
Funding Amount Total:	\$1,347,265.70
Fiscal Year:	FY2010
Description:	Construction
Notes:	TIP originally had an amount of \$1,000,000.00 ; an additional \$347,265.70 has now been authorized for a total of \$1,347,265.70

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 #2. The 30-day comment period is from Sunday, October 3, 2010 to Wednesday, November 3, 2010. 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, October 28, 2010** in the Executive Conference Room, Farmington City Hall, 800 Municipal Dr., Farmington, 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 the FY2011-2016 TIP Amendment at www.farmingtonmpo.org. For more information contact Joe Delmagori, MPO Planner, at (505) 599-1392.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Memorandum of Agreement
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	October 19, 2010

BACKGROUND or PREVIOUS WORK

- It is the purpose of the Memorandum of Agreement to serve as a planning contract between the MPO and NMDOT.
- It makes provisions that determine the responsibilities for carrying out the metropolitan transportation planning process.
- These responsibilities are identified in the MOA and are between the MPO, NMDOT, and the fiscal agent serving the metropolitan planning area.
- The department and the MPO also enter into a contractual agreement to establish the terms and conditions for performance and payment.
- The current MOA is set to expire at the end of December 2010.

CURRENT WORK

- NMDOT is currently developing a Final MOA that cover a five year period.
- Staff has reviewed the Draft MOA and will present the Final MOA to the Policy Committee at their November meeting.

ANTICIPATED WORK

- The City of Farmington, acting as the fiscal agent will execute the contract with NMDOT.

ATTACHMENTS

- Draft MOA between the Farmington MPO and NMDOT.

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on the Memorandum of Agreement.

Contract No. _____

Vendor No. _____

Control No. _____

**MEMORANDUM OF AGREEMENT
BETWEEN THE
NEW MEXICO DEPARTMENT OF TRANSPORTATION
AND THE
FARMINGTON METROPOLITAN PLANNING ORGANIZATION**

This Memorandum of Agreement, hereinafter referred to as “MOA” is made and entered into this _____ day of _____, 2010, by and between the New Mexico Department of Transportation, hereinafter referred to as the “Department,” and the Farmington Metropolitan Planning Organization, hereinafter referred to as the “MPO.”

RECITALS

Whereas, each is a public agency and empowered to enter into this MOA; and,

Whereas, 23 U.S.C. §134, and 49 U.S.C. §5303, authorize federal assistance for the development of transportation plans and programs by way of a reimbursement program to be administered by each state; and,

Whereas, the Governor of New Mexico has designated the Department to receive and administer the federal funds under these programs; and,

Whereas, the Department, under the authority granted by NMSA 1978, §67-3-1 et se., or as amended, and the MPO desire to enter into and execute an Agreement for the purpose of implementing 23 U.S.C. §134 and 49 U.S.C. §5303, or as amended, a Project for federal reimbursement; and,

Whereas, both Parties are in agreement, the MPO in cooperation with the Department, will engage in a comprehensive, continuing and cooperative transportation planning process under the provisions of 23 U.S.C. §134, 49 U.S.C. §5303, 23 CFR 450, or as amended, and other subsequent federal laws and applicable regulations issued and its modal administrations; and,

Whereas, the Department is of the understanding that the MPO has both expertise and capability to develop and implement an annual Unified Planning Work Program (“UPWP”) that will serve as the framework for development of transportation plans and programs under this MOA and said work programs have been approved by the Department and the Federal Highway Administration (“FHWA”); and,

Whereas, the annual UPWP includes specific scopes of work herein referred to as “Tasks” undertaken by the MPO, as well as estimates of the funding amounts required to complete each identified Task in the annual UPWP; and,

Whereas, it is necessary to execute this MOA to assign each party’s responsibilities and the terms agreed upon by the parties to this MOA.

Now therefore, in consideration of the mutual promises and representations in this MOA, the parties agree as follows:

SECTION ONE: ACRONYMS AND DEFINITIONS

- ❑ **CMS** - Congestion Management System. A system for effective management of new and existing transportation facilities through the use of travel demand reduction and operational management strategies.
- ❑ **Consultation** - Means that one party confers with another identified party and prior to taking action(s) considers that party’s views.
- ❑ **Cooperation** - Means that the parties involved in carrying out the planning, programming, and management systems processes work together to achieve a common goal or objective.
- ❑ **Coordination** - Means the comparison of the transportation plans, programs, and schedules of one agency with related plans, programs, and schedules of other agencies or entities with legal standing, and adjustment of plans, programs, and schedules to achieve general consistency.
- ❑ **DOT** - Department of Transportation. In the context of this MOA, is the federal Department of Transportation, an agency of the Executive Branch of the United States Government.
- ❑ **FHWA** - Federal Highway Administration. Created in 1967 and authorized under Title 23 of United States Code to administer programs involving federal-

aid, federal lands, research and development, international outreach, and National Highway Institute programs.

- **FTA** - Federal Transit Administration. Created in 1991 and authorized under Title 49 of United States Code to administer programs to provide financial assistance to develop new transit systems and improve, maintain, and operate existing systems.
- **HPMS** - Highway Performance Monitoring System. Reporting required of state DOTs by the FHWA.
- **ITS** - Intelligent Transportation Systems is the program established within TEA - 21 to accelerate integration, interoperability and deployment of commercial vehicle technologies and technology infrastructures that facilitate transportation.
- **LRTP** - The Department's Long Range Transportation Plan, having a minimum twenty year forecast period that provides for the development and improvement of the Department's inter-modal transportation system.
- **MPO** - Metropolitan Planning Organization, created under 23 USC §134 for the purpose of transportation planning in metropolitan areas above 50,000 in population.
- **MTP** - Metropolitan Transportation Plan, having a minimum twenty year forecast period that provides for the development and improvement of the metropolitan inter-modal transportation system.
- **RPO** - Regional Planning Organization. An organization created by the State Transportation Commission that identifies highway and transportation needs, then reviews, rates, and prioritizes projects for recommendation to the Department. Municipal, county and tribal entities form RPOs and use a continuous, comprehensive, and cooperative planning process to accomplish their purpose. Their component counties geographically define RPOs.
- **SAFETEA-LU** - The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, enacted as Public Law 109-59, covered a six-year time span that expired as of October 1, 2009. Since that time, transportation planning has been funded through a series of Continuing Resolutions adopted by the U.S. Congress.
- **STIP** - State Transportation Improvement Program. A four year planning document, of which the first two years represents the listing to transportation projects required under 23 USC §135.

- ❑ **TIP** - Transportation Improvement Program. The approved four year listing of prioritized projects, within the MPO, detailed by funding categories and included in the STIP.
- ❑ **UPWP** - Unified Planning Work Program is an annual listing of activities that will be undertaken by the MPO.

SECTION TWO: BOTH PARTIES AGREE

The Department and the MPO agree to cooperatively develop emphasis areas for the annual UPWP to be consistent with the Statewide Long Range Plan, the Metropolitan Transportation Plan, the Planning Division's Annual Work Plan and to include sufficient descriptions of all Tasks for which the MPO will seek reimbursement. The Department and the MPO agree to negotiate and execute the terms and conditions, which include compensation, in the individual Tasks by written Work Authorizations, without the necessity of having to amend this MOA.

SECTION THREE: PURPOSE OF MOA

The purpose of this MOA is to facilitate cooperation, collaboration, coordination, and communication between local governments and tribal entities, to provide funding, and effectuate the encumbering of each individual program fund for the UPWP Tasks. This MOA is a joint and coordinated effort for which the Department and MPO each have authority or jurisdiction. This MOA shall specify and delineate the rights and duties of the parties hereto.

SECTION FOUR: SCOPE OF THE PROJECT

The MPO through this MOA agrees to continue, perform, and complete the Tasks identified in the annual UPWP which will be incorporated by reference in subsequent Work Authorizations to this MOA. The MPO will submit quarterly reports to the Department describing progress on each of the Tasks. Quarterly performance of each Task will be reported relative to the annual requirements as specified in each individual Task. Major work elements in each annual UPWP are hereby adopted by reference and made part of this MOA. The parties agree that the annual or biannual UPWP for the term identified in Section Twenty Five of this MOA will be incorporated herein by reference and made part of this MOA.

SECTION FIVE: MPO DUTIES

1. Act in the capacity as the designated lead agency for each individual Task identified in the annual UPWP.
2. Assure the development of the annual UPWP and each supporting and individual Task.
3. Abide by the annual resolution passed by the MPO Policy Committee approving the annual UPWP in support of each Task for the Metropolitan Planning Area.
4. Coordinate the planning processes with the appropriate District Offices and RPOs/MPOs impacted by Tasks of the MPO through the UPWP.
5. Coordinate MPO activities and planning with appropriate local/regional organizations and/or agencies involved with land use planning, environmental planning, economic development planning, and transportation planning and services, including Regional Transit Districts, potentially impacted by, or having an impact on, the MPO and its numerous supportive programs.
6. Designate a point of contact for the transportation planning program.
7. Assure all data collected under this MOA is made available to the Department upon request by the Department.
8. Comply at all times with the New Mexico Open Meetings Act, NMSA 1978, §10-15-1, et. Seq., and other notice requirements as appropriate. Notification to the Department shall be transmitted by E-Mail. Provide for distribution of regular MPO meeting agendas and packets to member entities and to the designated Department liaison not later than seven days prior to each meeting.
9. Develop and implement a Public Participation Plan (PPP) in consultation with the Department, evaluate and report to the Department on the effectiveness of the PPP in contributing to transportation investment and policy decisions on an annual basis and refine as needed.
10. Designate a point of contact, develop and implement a plan and policies to assure Title VI compliance, maintain required documentation.
11. Submit annual Performance and Expenditure (P&E) and annual Obligation Report.
12. Develop and assure consistency between the Metropolitan Transportation Plan (MTP), the Transportation Improvement Plan (TIP), the UPWP and annual P&E Reports.
13. In cooperation and coordination with the Department, jointly certify to the FHWA and FTA, compliance with federal requirements.

14. The MPO shall take action on all written requests to the MPO for all Department changes affecting the TIP.
15. Assure that local entities submit detailed and accurate Project Information Forms (PIFs), updated as needed to maintain consistency with the current TIP and STIP to the Department to facilitate the timely preparation and execution of Local Government Agreements.
16. Develop and implement a traffic count program in consultation with the Department and in accordance with the New Mexico State Traffic Monitoring Standards. Provide traffic count data to the Department in an agreed upon format and on a monthly basis. Provide a traffic flow map to the Department.

SECTION SIX: DEPARTMENT DUTIES

1. Provide for the reimbursement of funding in support of the Tasks identified in the MPO'S annual UPWP.
2. Designate staff to maintain liaison with the MPO.
3. Provide technical assistance concerning the development of the MTP, TIP, PIP and UPWP.
4. Monitor work progress of the MPO.
5. Coordinate Department reviews and approvals of MPO products.
6. Annually approve the MPO'S UPWP when compliant
7. Annually review and approve MPO's Indirect Cost Allocation Plan when the Department serves as the Cognizant Agency.
8. In cooperation and coordination with the MPO, jointly certify to the FHWA and FTA, compliance with federal requirements.
9. Ensure State Transportation Commission Policy is followed.
10. Work collaboratively with the MPO to establish District funding targets, and re-allocations, and timely notification of changes to funding levels.
11. Assure participation by the District Engineer in the project prioritization process and that regional recommendations effectively address both design and fiscal constraints while maximizing transportation system function and efficiency.
12. Provide a written request to the MPO for all Department changes and modifications affecting the TIP. Unless otherwise agreed to, requests for such action shall be provided in writing not later than sixty days prior to the MPO Policy Board meeting for action expected on the request, to accommodate the thirty-day public comment period.

13. Following the approval of the TIP by the MPO, include the TIP without modification in the STIP.
14. Provide an annual Notice Letter or Email notification estimating anticipated transportation planning funding level, and written notification estimating transportation improvements funding levels/targets within thirty calendar days following the federal register publication by the FHWA of the state's annual appropriations. Provide timely notification of changes in funding levels.
15. The Department shall issue Work Authorizations as necessary for Tasks identified in the annual UPWP, specifying both the amount awarded to the MPO and the federal, state and local match ratios required. Work Authorizations shall be issued within ten working days of FHWA approval of the Planning Division's AWP and incorporated UPWPs.
16. Prepare and execute Local Government Agreements in a timely manner, predicated on the local entity having submitted detailed and accurate documentation in their PIFs, and consistency with the current TIP and STIP.
17. Provide technical assistance and coordination to MPO with respect to federal and state laws and regulations, and Department policies and directives with respect to transportation plans and programs.
18. Provide traffic count reports for any traffic data acquired within the MPO Boundary that has been submitted to the NMDOT Planning Division.

SECTION SEVEN: COMPENSATION

1. Compensation will be negotiated separately for each individual Task identified in the annual UPWP and identified in a Work Authorization. The Department shall provide its costs on a reimbursable and individual basis as warranted per Task identified in the annual UPWP. The MPO shall provide for its matching funds to cover the expenses of each identified Task in the annual UPWP and the project budget. Each project budget will be included in the annual UPWP. The Department shall not be responsible for any costs not identified in the Work Authorization. The MPO shall initiate and complete all actions necessary to fulfill its obligation for the annual UPWP.
2. Reimbursement to the MPO shall be made upon submittal of invoices by the MPO to the Planning Office for each Work Authorization.
3. The parties agree that specific funding for each individual Task shall be dedicated to each individual Task and shall not be used for a different Task identified in the annual UPWP.

SECTION EIGHT: METHOD OF PAYMENT

The Department shall reimburse the MPO for the federal and/or state share of the eligible expenses upon receipt of invoices, with sufficient supporting documentation as determined and/or approved by the Department, indicating that expenses have been paid. Such invoices shall be submitted quarterly, to be received by the Department by the 25th day of the month following close of the invoice period. Invoices shall have a certification by the MPO that the invoices accurately reflect work completed, amount due, Work Authorization number, remaining work authorization balance, control and/or contract number. All expenses must be actual rather than estimated and must be listed on the invoices as charged. Only those expenses properly documented and deemed eligible will be reimbursed.

SECTION NINE: REPORTING

The MPO shall submit biannual status reports for each Task identified in the annual UPWP to the Department on or before January 25 and August 25.. At a minimum, the biannual status report shall indicate the current and cumulative status of the work program elements with respect to the activities undertaken and funds expended. The MPO shall submit the annual Performance and Expenditure Report on or before August 25.

SECTION TEN: ELIGIBLE COSTS

Eligible costs are those costs attributable to each Work Authorization and which are allowable under the approved annual UPWP Budget and the provisions of:

1. OMB Circular A-87, "Cost Principles for State, Local and Indian Tribal Governments," and any amendments thereto.
2. OMB Circular A-102, "Grants and Cooperative Agreements with State and Local Governments," and any amendments thereto.
3. OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," and any amendments thereto.

All costs must be supported by properly executed invoices, vouchers, warrants, and any other documentation required by the above regulations, including an Indirect Cost Plan submitted to and approved by the cognizant agency, evidencing that those costs were specifically incurred in the performance of this MOA. This documentation shall be clearly identified and readily accessible.

SECTION ELEVEN: STATE GENERAL APPROPRIATION FUNDS NOT TO BE OBLIGATED

Nothing herein shall be construed as obligating state general appropriation funds for payment of any debt or liability of any nature arising hereunder. The parties expressly recognize that all payments will be made by the Department solely from federal funds made available to the Department for said purpose(s) unless otherwise stipulated.

SECTION TWELVE: APPROPRIATIONS AND AUTHORIZATIONS

The terms of this MOA are contingent upon sufficient appropriations and authorizations being made by the Legislature of New Mexico, or the Congress of the United States, if federal funds are involved, for performance of this MOA. If sufficient appropriations and authorizations are not made by the Legislature, or the Congress of the United States, if federal funds are involved, this MOA shall terminate upon written notice given by the Department to the MPO. The Department is expressly not committed to expenditure of any funds until such time as they are programmed, budgeted, encumbered, and approved for expenditure by the Department. The Department will notify the MPO by a written Work Authorization when the appropriate funds have been encumbered. The Department's decision as to whether its funds are available shall be accepted by the MPO and shall be final.

SECTION THIRTEEN: ACCOUNTABILITY OF RECEIPTS AND DISBURSEMENTS - RECORDS AND AUDIT

The MPO agrees to maintain all books, papers, documents, accounting records, and other evidence pertaining to costs incurred for each individual Task identified in the annual UPWP and to make such materials available at their respective offices at all reasonable times during each annual UPWP period and for five years from the date of final payment under each Work Authorization for inspection by the State.

SECTION FOURTEEN: AUDIT EXCEPTIONS

If federal or state audit exceptions relating to this MOA or any Work Authorization are confirmed, the MPO shall reimburse the amount of the audit exception directly to the grantor or the Department as specified by the Department in the notification.

SECTION FIFTEEN: ALLOWABLE COSTS, IF TERMINATED

In the event this MOA is terminated, or any individual Work Authorization is terminated, the Department or its duly authorized representative shall pay the MPO

for all the allowable costs incurred prior to the date of termination, subject to audit verification. In the event of termination for cause, the MPO will not be paid for any costs for performance that did not satisfactorily meet the terms and conditions of this MOA.

SECTION SIXTEEN: PRINCIPAL CONTACTS

The principal contacts for this MOA:

Department

Anne McLaughlin, Strategic Planning Bureau Chief
New Mexico Department of Transportation (SB-1, N)
P.O. Box 1149
Santa Fe, NM 87504-1149
505-827-5508

Farmington Metropolitan Planning Organization

Joe Delmagori, MPO Planner
Farmington Metropolitan Planning Organization
City of Farmington
800 Municipal Drive
Farmington, NM 87401

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Red Apple Transit Study
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	October 19, 2010

BACKGROUND or PREVIOUS WORK

- The MPO and Red Apple Transit are working with LSC Consultants to determine future transit needs and make recommendations for expansion options.
- LSC Consultants have developed two Technical Memorandums and have held three public meetings on the transit study.
- Other stakeholder meetings were held to review the Technical Memos and to gather additional inputs from the community.
- During the October 6th stakeholder meeting LSC Consultants presented several route options that modify and expand the existing Red Apple system.
- Options were developed for both the regional and Farmington routes.
- A linear system where routes would run from east-west and north-south was selected for the Farmington Area.
- An all day service option for the regional routes that would extend from Flora Vista to west Farmington was selected.

CURRENT WORK

- LSC is currently developing a Draft Report that will combine the two preferred options for the Farmington and Regional Routes.
- Staff in conjunction with LSC, is identifying additional stops that may be added to the newly identified routes.
- Estimated headways and transfers locations will be developed and included in the Draft Report.

ANTICIPATED WORK

- Hold the final series of stakeholder and public meetings from October 9-11th.
- LSC Consultants will issue the Draft Report to the stake holder group for review.

RECOMMENDATION

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

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

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

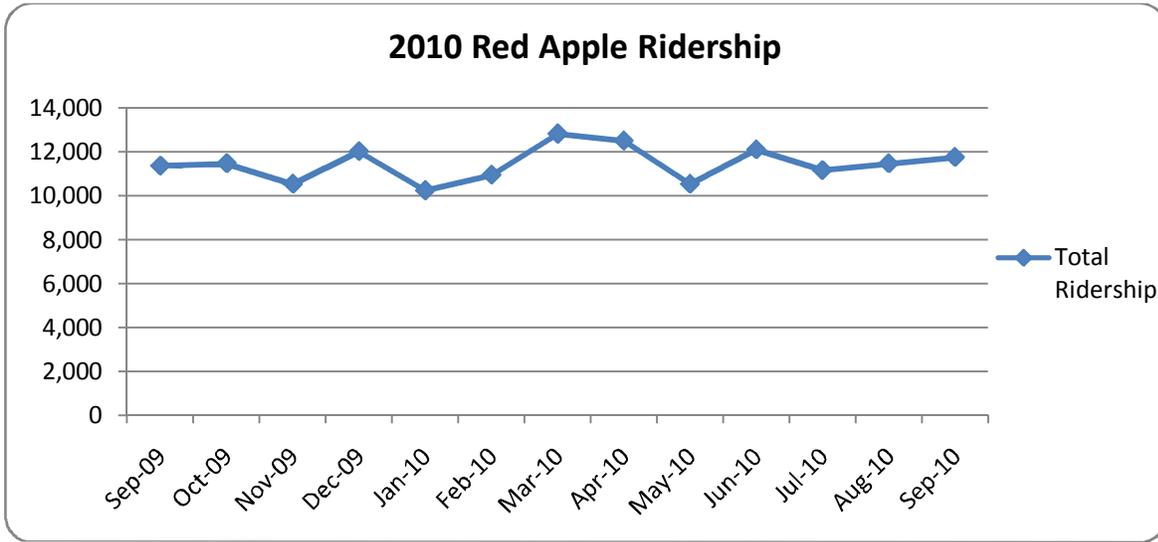
RED APPLE UPDATE

- Overall ridership reached 11,771 passengers in September, an increase of 3% over the previous month.
- Aztec saw a significant increase of 71% in ridership over the previous month.
- Bloomfield and Kirtland saw increases in ridership over the previous month, with 34%, and 10% respectfully.
- Farmington remained relatively flat with a -.1% from the previous month.
- Aztec, Bloomfield, Kirtland, and Farmington had increases over the same period last year with 46%, 27%, 36% and 1% respectfully.
- The ridership report is attached.

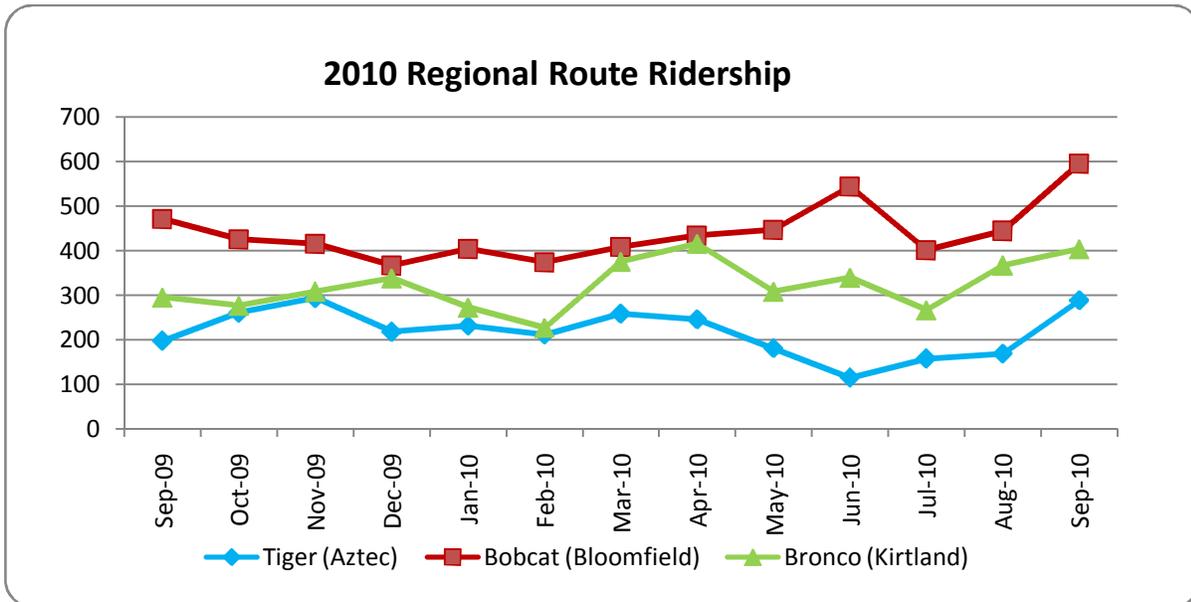
RECOMMENDATION

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

RED APPLE TRANSIT SUMMARY - October 2010



	9-Sep	9-Oct	9-Nov	9-Dec	10-Jan	10-Feb	10-Mar	10-Apr	10-May	10-Jun	10-Jul	Aug-10	Sep-10
Tiger (Aztec)	198	261	294	218	232	212	259	246	181	115	158	169	289
Bobcat (Bloomfield)	471	426	416	367	404	374	408	434	447	545	401	445	596
Bronco (Kirtland)	296	277	309	339	273	227	376	416	308	340	267	368	404
Farmington Routes	10,409	10,519	9,527	11,108	9,339	10,141	11,792	11,421	9,612	11,119	10,341	10,492	10,482
Total	11,374	11,483	10,546	12,032	10,248	10,954	12,835	12,517	10,548	12,119	11,167	11,474	11,771



**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Information Items
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	October 19, 2010

INFORMATION ITEMS

- a. **Technical Committee 2011 Meeting Schedule.** Staff is proposing the continuation of the current meeting schedule which is every fourth Thursday of the month at 10am. The meeting locations would also continue the current pattern of rotating location among the entities.
- b. **Hood Mesa/Northern Route Connection Alternatives.** Staff is currently working with the City of Farmington and community stakeholders to develop an alternative to the Hood Mesa Trail- Northern Route Connection. Staff will bring the preferred alternative to the Technical Committee for review in November.
- c. **Other.**