M I N U T E S
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
NOVEMBER 8, 2012

Policy Members Present:	Sherri Sipe, City of Aztec Dan Darnell, City of Farmington Gayla McCulloch, City of Farmington Dr. Jim Henderson, San Juan County
Policy Members Absent:	Pat Lucero, City of Bloomfield
Staff Present:	Mary L. Holton, MPO Officer Joe Delmagori, MPO Planner Duane Wakan, MPO Associate Planner June Markle, MPO Administrative Aide
Staff Absent:	None
Also Present:	Maggie Ryan, Planning Liaison, NMDOT Mike Huber, City of Aztec Larry Hathaway, San Juan County

1. CALL TO ORDER

Dr. Jim Henderson called the meeting to order at 1:38 p.m.

2. APPROVE THE MINUTES FROM THE SEPTEMBER 20, 2012 POLICY COMMITTEE MEETING

Mr. Darnell made a motion to approve the minutes from the September 20, 2012 Policy Committee meeting. Ms. Sipe seconded the motion. The motion passed unanimously.

3. CONSIDER APPROVAL OF AMENDMENT #6 TO THE FY2012-2017 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AND AMENDMENT #4 TO THE FY2013-2018 TIP

Subject:	FY2012-2017 TIP Amendment #6
Prepared by:	Joe Delmagori, MPO Planner
Date:	October 31, 2012

BACKGROUND
▪ On September 30, 2012 the Farmington MPO advertised Amendment #6 to the FY2012-FY2017 Transportation Improvement Program and Amendment #4 to

the FY2013-2018 TIP.

- A week later, the amendment was re-advertised due to funding revisions for the San Juan County projects.
- Because the project changes occur in FY2013 and FY2014 and the projects are included in both TIPs, amendments to each TIP need to be made.
- The amendment revises three projects as described in the attached notices.
- A public hearing on Amendment #6 and Amendment #4 was held during the October 25 Technical Committee meeting.
- The Technical Committee recommended approval of Amendment #6 and Amendment #4.

CURRENT WORK

- The original TIP notice includes two County projects (CR 7950 and CR 7500) and one Farmington project (traffic control system for East Main).
- After further internal review of its projects, San Juan County requested funding and fiscal year revisions, which initiated the re-advertisement.
- The San Juan County projects will now be funded in dual years, will split federal funding between those years, and will add local County funds.
- Another amendment notice was posted to illustrate these revised changes.
- No additional changes were made to the Farmington project.

RECOMMENDATION

- It is recommended that the Policy Committee approve Amendment #6 to the FY2012-2017 TIP and Amendment #4 to the FY2013-2018 TIP.

DISCUSSION: Mr. Delmagori explained that Amendment #6 to the FY2012-2017 TIP and Amendment #4 to the FY2013-2018 TIP were requested by San Juan County and the City of Farmington and revise three projects.

Mr. Delmagori referenced pages two and three of the Agenda in explaining these projects and the associated changes. The City of Farmington project includes the installation of an adaptive traffic control system on East Main Street from Hutton to English in 2013. Traffic Engineering was able to secure $400,000 in Transportation, Community & System Preservation (TCSP) funding. This will update the traffic signal to better detect traffic conditions and time the signal to adapt to traffic flows throughout the day and provide better synchronization.

This project originally began as an Unfunded Project through the TIP process and the project will now be moved to the Regionally Significant List. There will also be $100,000 in local funds to bridge the gap and reach the required $500,000.

	Existing Project	**Revised Project**
Project Name	East Main St	East Main St
Project Description	Install an adaptive traffic control system	Install an adaptive traffic control system
Project Termini	Hutton to English	Hutton to English
Project Cost	$500,000	$400,000 & $100,000 ($500,000 total)

Funding Source	Unfunded Request	Transportation, Community & System Preservation (TCSP) & Local
Project Year	2012	2013

Mr. Delmagori described the first San Juan County project which is located on CR 7500 south of Bloomfield and off of US 550. There was an original earmark for road repair and is now being broken down into two fiscal years. The first year of the project is FY2013 and will be for design and right-of-way followed by resurfacing in FY2014. The termini for the project have been extended by slightly over one mile.

The Federal Earmark will be split between the two years: $30,000 in FY2013 and $264,000 in FY2014. Additionally, the project will be supplemented with $361,000 in local funding. The overall project cost increases from $294,000 to $655,000.

Control Number	F100040	F100040	
Project Name	CR 7500	CR 7500	
	Existing Project Details	**Revised Project Details**	
Project Year	FY2013	FY2013	FY2014
Project Description	Road Repair	Design & Right-of-Way	Resurfacing
Project Termini	MP 0 to MP 6.0	MP 0 to MP 7.2	MP 0 to MP 7.2
Project Cost	$294,000	$30,000 (federal)	$264,000 (federal) and $361,000 (local)
Funding Source	Federal Earmark	Federal Earmark	Federal Earmark & Local
Total Project Cost	$294,000	$655,000	

The second San Juan County project is for CR 7950 (Chaco Canyon Road). Mr. Delmagori explained that the project description was changed and the fiscal year was moved and also split from FY2011 and FY2012 to FY2013 and FY2014. The project description has been expanded to include environmental, design, right-of-way, and resurfacing.

The remaining Federal High Priority Project (HPP) funding of $385,161 that the County has is being split with $160,000 going into FY2013 and $225,161 in FY2014. Along with the required local match, the County is adding an additional $426,549. The total project cost changes from $385,161 to $908,000.

Control Number	L5076	L5076	
Project Name	CR 7950	CR 7950	
	Existing Project Details	**Revised Project Details**	
Project Year	FY2011 & FY2012	FY2013	FY2014
Project Description	Perform EA, Design & Construction	Environmental Document, Design & Right-of-Way	Resurfacing
Project Termini	MP 4.38 to MP 12.59	MP 4.38 to MP	MP 4.38 to MP 12.59

		12.59	
Project Cost	$385,161 (remaining funding)	$160,000 (federal) & $40,000 (local match)	$225,161 (federal); $56,290 (local match); $426,549 (addt'l local)
Funding Source	Federal High Priority Project	Federal High Priority Project & Local	Federal High Priority Project & Local
Total Project Cost	$385,161	$908,000	

ACTION: Mr. Darnell moved to approve Amendment #6 to the FY2012-2017 TIP. Mr. Delmagori also explained that the Self-Certification was needed as well and was also part of the action.

Dr. Henderson asked if the project on CR 7950 included local matching funds. Mr. Delmagori clarified that it did include a local match. Dr. Henderson commented that this project has been pursued by the San Juan County Commission for quite some time and that it has had to overcome numerous environmental and National Park Service concerns. He said he was pleased that the project was moving forward.

Mr. Darnell restated the motion to approve Amendment #6 to the FY2012-2017 TIP and Amendment #4 to the FY2013-2018 TIP and also the Self-Certification document. Ms. Sipe seconded the motion. The motion was passed unanimously.

4. <u>CONSIDER APPROVAL OF AN AMENDMENT TO THE FY2013 UNIFIED PLANNING WORK PROGRAM (UPWP)</u>

Subject:	FY2013 UPWP Amendment
Prepared by:	Joe Delmagori, MPO Planner
Date:	October 31, 2012

BACKGROUND or PREVIOUS WORK
▪ One of the recommendations from the FHWA review of the MPO was the development of a Title VI Plan. ▪ This activity will need to be added into the FY2013 Unified Planning Work Program (UPWP). ▪ The Technical Committee recommended approval of the amendment on October 25.

CURRENT WORK
▪ Title VI ensures that no person will excluded from participating in any program that receives federal funding. ▪ A Title VI plan outlines the various elements that the MPO will need to do to ensure compliance with Title VI.

- The NMDOT Title VI Coordinator will provide guidance and assistance as the MPO develops its Title VI plan.
- This activity will be placed under the General Development and Comprehensive Planning section of the UPWP.
- Staff expects to start this activity in January 2013.

RECOMMENDATION
▪ It is recommended that the Policy Committee approve the FY2013 UPWP amendment.

DISCUSSION: Mr. Wakan reported that the FY2013 UPWP needed to be amended to include a Title VI Plan. The inclusion of a Title VI Plan in the UPWP was a recommendation made by the Federal Highway Administration (FHWA) after their review of the MPO conducted in September.

Mr. Wakan stated that a Title VI Plan is a statement of policy and the procedures to be followed to ensure that no person is excluded from participating in MPO planning or processes. In order to get this work identified and completed, the UPWP needs to be amended. Mr. Wakan referred to page 5 of the agenda which detailed the work plan activities that will include outlining how the Title VI Plan will be implemented, collecting and analyzing data relating to Title VI, and receiving approval of the Plan in the last half of FY2013. The Technical Committee had recommended approval of the Amendment at their October meeting.

ACTION: Ms. Sipe moved to approve the Amendment to the FY2013 UPWP. Mr. Darnell seconded the motion. The motion was passed unanimously.

5. <u>CONSIDER APPROVAL OF AN AMENDMENT TO THE FY2013 UPWP BUDGET</u>

Subject:	FY2013 UPWP Budget Amendment
Prepared by:	Joe Delmagori, MPO Planner
Date:	October 31, 2012

BACKGROUND or PREVIOUS WORK
▪ The MPO prepared its FY2013 Budget based on initial funding estimates from NMDOT for FHWA PL and FTA 5303. ▪ Work Authorizations were received by the MPO in August and September with official amounts for PL and 5303 funding. ▪ The MPO received approval to carryover federal PL funds from FY2012 to FY2013.

- The Technical Committee recommended approval of the budget amendment on October 25.

CURRENT WORK
▪ The MPO is receiving a base amount of $167,121 in federal PL funding, down from the estimated $177,801 from back in April. ▪ The $10,680 in PL for the traffic counts remains the same. ▪ The MPO will have $106,339 in FY2012 federal PL carryover. ▪ The MPO is receiving $35,356 in federal FTA 5303 funding, up from the estimated $35,275 from back in April. ▪ Overall, the MPO budget will increase by $50,506. ▪ Due to the increase in federal funding, the local entity contributions will drop from an estimated $102,494 to $57,260.

RECOMMENDATION
▪ It is recommended that the Policy Committee approve the amendment to the FY2013 UPWP Budget.

DISCUSSION: Mr. Delmagori reported that the MPO budget is originally developed based on initial funding estimates received from NMDOT for the upcoming fiscal year. The work authorizations which provide the final funding amounts are then received later in the summer. With these final numbers, the MPO amends its budget accordingly.

Mr. Delmagori referred to the spreadsheet on page seven of the Agenda. He noted that the FHWA PL–Federal Share decreased from $177,801 in April to the actual authorized amount of $167,121; FTA 5303-Federal Share decreased only slightly from $35,275 to $35,356. The MPO also received approval to carryover $106,339 in federal PL funds from FY2012 to FY2013.

Mr. Delmagori stated that with the increase in federal money, the Additional Local Funding amount is eliminated. The federal amount and the required local match now exceed the MPO approved budget amount and require the MPO budget be increased from $326,251 to $376,756. Mr. Delmagori explained that the budget amendment is to approve the additional federal money through the work authorizations as well as the FY2012 carryover and to increase the overall budget in order to be able to spend the federal monies. Additionally, with the increased federal funds, the Required Local Match is reduced from $113,094 to $57,260.

The actual authorized dollar amounts for FY2013 were:

FHWA PL – Federal Share	$167,121
FHWA PL Traffic Counts – Federal Share	$10,680
FTA 5303 – Federal Share	$35,356
Approved PL Carryover from FY2012	$106,339
Federal Share of MPO Budget	$319,496

Total Required Match (for PL, Traffic Counts, & 5303)	$57,260
New MPO Grand Budget	$376,756

ACTION: Mr. Darnell moved approve the amendment to the FY2013 UPWP Budget. Ms. McCulloch seconded the motion. The motion was passed unanimously.

6. <u>ADOPT PC RESOLUTION 2012-3</u>

Subject:	Annual Meeting Resolution
Prepared by:	Joe Delmagori, MPO Planner
Date:	November 1, 2012

BACKGROUND
▪ The attached PC Resolution 2012-3 establishes the procedures to be followed and notice to be given pursuant to the provisions of the New Mexico Open Meetings Act, provides for the annual determination of reasonable notice of meetings, and establishes the meeting times, dates and locations for the Farmington Metropolitan Planning Organization Policy Committee meetings during calendar year 2013.

CURRENT WORK
▪ The Policy Committee will hold six regular meetings during 2013. ▪ Meetings will be held in January, March, April, June, September, and November. ▪ The attached PC Resolution 2012-3 will implement the following meeting schedule: meetings occur on the third Thursday at 1:30pm, except in November when it will occur on the second Thursday. ▪ Policy Committee meetings will rotate among the entities. ▪ The members have the opportunity to modify the meeting schedule as necessary prior to adopting the resolution.

RECOMMENDATION
▪ It is recommended that the Policy Committee adopt PC Resolution 2012-3.

DISCUSSION: Mr. Wakan stated that pursuant to the New Mexico Open Meetings Act, the MPO and its Committees must establish and provide the meeting times, dates, and locations for the Policy Committee meetings during calendar year 2013. PC Resolution

2012-3 outlines the required information. Members have the opportunity to modify the meeting schedule as necessary prior to adopting the resolution.

Mr. Darnell said that with a new committee member coming on board next year, can the meeting dates be modified at a later time once the new Committee member has been selected. Mr. Delmagori said that Staff is requesting action on the Resolution now because the next meeting is scheduled for January. He added that the overall calendar could be amended later. Ms. McCulloch said that she would unavailable for several of the meeting dates shown. After some discussion, Mr. Delmagori recommended revising the January date to one that works for all current Committee members, and then at the January meeting the Committee could address the remaining dates. It was decided that the next Policy Committee meeting would be held on January 10.

ACTION: Ms. Sipe moved to adopt PC Resolution 2012-3, establishing the procedures to be followed and notice to be given pursuant to the provisions of the New Mexico Open Meetings Act, providing for the annual determination of reasonable notice of meetings, and establishing the meeting times, dates, and locations for the FMPO Policy Committee during calendar year 2013 with a change in the January meeting date from the 17th to January 10, 2013. Ms. McCulloch seconded the motion. The motion was passed unanimously.

7. RECEIVE A REPORT FROM NMDOT

Mr. David Quintana was unable to attend the meeting.

Ms. Ryan reported that she has been named as NMDOT's Title VI liaison. She will work with Damian Segura of NMDOT to develop a Title VI boilerplate that can be used by the MPOs around the state. She plans to provide the framework for Staff to begin building the Title VI Plan.

Ms. Ryan stated that the Santa Fe MPO had their FHWA audit in June or July and has not yet received their final report. She expects that the final report of the FMPO audit will still be several months out.

Ms. Ryan reported on the meeting of statewide MPO staff and the NMDOT Planning Division in October to discuss the PL distribution formula. The formula needed to be revised due to final 2010 Census population figures for the MPOs and the new Los Lunas urbanized area, which will become part of MRCOG. Ms. Ryan said the group had reached preliminary consensus and the Planning Division has recommended this be adopted by NMDOT and are awaiting a decision.

Ms. Ryan also said the Planning Division is currently working on the funding distribution for the state for the Transportation Alternatives Program (TAP) funding. The state's TAP money is approximately $7,000,000. One-half of those funds will be distributed by population around the state and the other half will be more discretionary. Although the discretionary portion can be transferred to other programs in the transportation budget, the Planning Division has recommended that they remain in the TAP Program to be used for eligible projects. Ms. Ryan said the MPOs and RPOs have been asking when there would be a call for projects. She explained that currently there is no Project

Information Form (PIF) to use as that form is being revised and the competitive process that all TAP projects will have to follow is still being developed. These changes may take up to a month or two before they are completed.

Ms. Ryan expects that, going forward, FMPO would receive a designated or targeted TAP amount each year based on their population. There would then potentially be another pool of funds for larger projects that could be competed for state-wide. The Planning Division is waiting for direction on this from NMDOT.

The Planning Division is expanding. Ms. Ryan stated that two new planners will be joining the Planning Division staff, one in November and one in January, with the possibility of an additional two positions also filled later in 2013. Ms. Ryan commented that with the addition of these new employees, her tenure as the MPO Planning Liaison will most likely end. She anticipates her future responsibilities will focus on the TAP Program as well as bicycle and pedestrian programs.

Ms. Ryan reported that NMDOT had solicited questions about MAP-21 from the MPOs statewide. She is working to answer all the questions that were received and expects to complete her portion of the review by early next week. She will then send this information up to upper management for final approval by NMDOT. Once approved, the responses will be provided to the MPOs.

Mr. Delmagori asked if the Transportation Enhancements projects in the current TIP cycle were safe. She commented that some believe that projects already funded under SAFETEA-LU and which are ready to go may be able to proceed under the SAFETEA-LU funding. Other lingering projects would likely be transferred to MAP-21 funding procedures. Ms. Ryan said a decision on how these projects will be handled should be forthcoming.

Ms. McCulloch asked what projects were on this list that could potentially be impacted. Mr. Delmagori replied that Farmington has sidewalk projects on Pinon Hills Blvd and Farmington Ave in FY2013 and on 20th Street in FY2014; Aztec has a pedestrian bridge project over the Animas River for FY2013-2014; and Bloomfield has a sidewalk project on Bergin Lane in FY2015.

Ms. Ryan recommended that each entity's public works department be contacted and made aware of project funding status and be encouraged to ensure their projects are ready for implementation.

8. RECEIVE A REPORT ON THE MAP-21 WEBSITE AS PROVIDED BY FHWA

Subject:	FHWA MAP-21 Website
Prepared by:	Joe Delmagori, MPO Planner
Date:	October 31, 2012

BACKGROUND

- MAP-21 went into effect on October 1, 2012.
- MAP-21 is a two year bill that provides $109 billion in FY2013 and FY2014.
- The core programs are retained.
- The principal requirements of MPOs are maintained while the most significant new requirement is incorporating performance measures into the planning process.
- FHWA has developed a MAP-21 website that highlights the bill and provides information on funding levels.

CURRENT WORK
▪ The FHWA MAP-21 website -- http://www.fhwa.dot.gov/map21 -- includes summaries, fact sheets, and presentations for the funding programs and sections of the bill. ▪ FHWA has issued guidance on various sections of MAP-21. ▪ A question and answer section is available based on MAP-21 categories.

RECOMMENDATION
▪ It is recommended that the Policy Committee receive a report on the MAP-21 website as provided by FHWA.

DISCUSSION: Mr. Delmagori stated that the FHWA website on MAP-21 is becoming the primary source for information. Most answers to MAP-21 questions can be found on this website. Mr. Delmagori and Mr. Wakan demonstrated the navigation of the new FHWA website on MAP-21 along with various tabs and links.

Questions & Answers
This tab provides a comprehensive list of questions and answers by topic or program area such as funding, infrastructure, environmental planning, operations, etc.

Fact Sheets
This tab contains PDF files which are summary sheets of the various programs and their respective changes under MAP-21.Some of the programs include Congestion Mitigation and Air Quality Improvement Program (CMAQ) and the Surface Transportation Program (STP).This section details the funding that will go to each program and outlines some of the highlights of each program, such as what is eligible and criteria that may apply to the program.

Presentations
This tab shows recent presentations by topic or program area that have been given by FHWA over the past several months.

Legislation & Funding Tables
This provides a link to the overall bill. The Funding Tables break down the various programs and illustrates the funding going to each program.

Webinars

This tab is similar to the Presentation tab. This tab provides links to FHWA webinars that discuss program areas and other aspects of the bill. This tab has been updated continuously over the past several months.

Guidance
This provides in-depth information on the various funding programs. There is a section on the TAP Program as well as the Highway Safety Improvement Program (HSIP). These will also be updated as more information becomes available.

Mr. Delmagori said the MPO anticipates looking at performance measures and targets through the long-range planning process beginning in October or November of 2013. He added that another opportunity to be proactive and begin this process would be with the TIP update cycle beginning in January 2013.

Mr. Delmagori stated that MPOs will not be required to meet any measures or targets until approximately three years from now. The FHWA must first develop their targets, then the state DOTs will have a year in which to develop their measures and targets, and then the MPOs have six months to have their performance measures in place.

The website address is http://www.fhwa.dot.gov/map21.

ACTION: The report was received.

9. RECEIVE A STATUS REPORT ON COMPLETE STREETS

Subject:	Complete Streets
Prepared by:	Joe Delmagori, MPO Planner
Date:	November 1, 2012

BACKGROUND or PREVIOUS WORK
▪ Complete Streets is a means of designing a roadway so that it accommodates all modes of travel, such as walking, biking, and transit. ▪ Complete Streets promote safety for all users. ▪ Elements of Complete Streets include: wide sidewalks, buffer zones, on-street parking, bike lanes, bus shelters, pedestrian median refuge, and ADA compliance. ▪ Many cities have implemented Complete Streets policies to be used when designing new roads or retrofitting existing corridors. ▪ Overview presentations on Complete Streets were provided to the MPO committees in July and September.

CURRENT WORK

- Staff organized a Complete Streets Advisory Group and held its first meeting on October 23.
- The Advisory Group will assist with Complete Streets development by providing recommendations on the resolution, policies, and guidelines.
- Staff collected resolutions from other cities and MPOs as a means to illustrate the purpose and need for Complete Streets.
- These resolutions were shared with the Advisory Group and they offered suggestions on what the MPO resolution should include.
- The Advisory Group also recommended that the MPO provide presentations to the local councils/commissions and other local organizations to further the education on Complete Streets.

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

DISCUSSION: Mr. Delmagori reported on the Complete Streets Advisory Group kick-off meeting held on October 23. The Advisory Group is compiled of various transportation stakeholders and met as a way to gather recommendations and suggestions to formulate the Complete Streets policy, resolution, and guidelines.

Mr. Delmagori said that at this Advisory Group meeting, Staff presented a Complete Streets overview and explained why the activity was being developed by the MPO. The MPO work plan was reviewed and Mr. Delmagori commented that the Advisory Group discussion wanted to incorporate the Complete Streets guidelines earlier in the process so the elected bodies and other stakeholders can truly understand Compete Streets. They want to ensure everyone understands what the concept means, what the primary goals and objectives are, and the plans for achieving the end result. With the Advisory Group's input, Mr. Delmagori said the original work plan had changed and Staff is now reassessing how best to move forward with the project.

Mr. Delmagori said the Advisory Group also suggested an educational campaign for councils, commissions and various clubs and organizations in the area. Staff is working with the entities to identify these groups and will plan to make as many presentations as possible over the next few months. It is hoped that this will provide the community education the Advisory Group recommended and provide additional time to reassess a work plan for the MPO for 2013.

Part of the Advisory Group meeting was to review resolutions already passed by other cities and MPOs across the country. Mr. Delmagori referred to pages 15-22 of the Agenda for some of the Complete Streets resolution examples that the Advisory Group had reviewed. They were asked to look at language or themes they liked and would want to incorporate in the FMPO resolution.

The Las Cruces MPO resolution had some good language:

- Guiding principle that directs the planning, design, and implemention of transportation networks;

- Use of appropriate scale – streets that are designed for the pedestrian or individual rather than a vehicle;
- Various statements about the plan being multi-modal;
- Various language on the health benefits by getting more of the community to walk and/or bike and providing the amenities for them to do so.

The City of Missoula, Montana resolution also had some good wording:

- A section that said any newly constructed or completely reconstructed roadway in the City would be designed and constructed with Complete Streets concepts.
- Provides for exceptions to Complete Streets when doing so is not practical.

Mr. Delmagori commented that a resolution can be a simple one or two page document or something more detailed. The Advisory Group will eventually make recommendations on the most relevant language from the examples which could be incorporated into the FMPO resolution. Mr. Delmagori said the Advisory Group would also assess how potential guidelines can be incorporated into the resolution, as well as how to make the resolution more understandable by the councils and commissions.

Mr. Delmagori stated that the educational presentations will continue over the next few months and he hoped to recap that process for the Policy Committee at the January meeting. He will seek feedback from the Technical Committee members in December on the direction to take for the MPO work plan.

Mr. Darnell stated that he was supportive of Complete Streets and believed that wherever possible those concepts should be incorporated into projects. He added, however, that he was hesitant to potentially paint other entities into a corner by saying Complete Streets would be implemented when they might not financially be able to do so. Mr. Darnell said this concern should be taken into consideration when formulating the resolution language and be set out as a suggestion rather than a requirement. Ms. Holton stated that the language will be carefully framed. The MPO is being looked at as the leader in terms of presenting Complete Streets concepts as guidelines and does not intend to set any requirements. The MPO in conjunction with the other entities will conduct informational sessions in these early stages. Before any final adoption by a board or council, that entity's staff member will make the presentation to their governing body and will mold it to what their decision makers want. Ms. Holton added that the MPO will take a guiding approach to the topic of Complete Streets because not every agency has transportation planners on staff. She said the first presentation of the Complete Streets "road show" will be presented by Cindy Lopez and Duane Wakan at the San Juan County Homebuilders Association meeting on November 14.

Ms. Ryan added that the Las Cruces MPO also took the lead in developing their Complete Streets resolution. They then recommended and worked with Dona Ana County, the City of Mesilla, and the City of Las Cruces who all then passed their own resolutions. She said each resolution is slightly different and reflects what works for that entity. Ms. Ryan stated the Las Cruces MPO also had many presentations made over a year's time to educate the community and gain their buy-in.

Ms. McCulloch commented that she is a member of the Advisory Group and also attended Dan Burden's Walkable Communities Workshop in May. She stressed that the need for education is vital and the education component must come first so that there is

understanding of what is being proposed and planned. Ms. McCulloch said that she would not be as supportive of the Complete Streets concept had she not attended the Walkable Communities Workshop. Ms. Holton said that she has seen many developers with a master plan community that had incorporated Complete Streets designs within the community and these designs were marketed as amenities to the residents.

ACTION: The report was received.

10. RECEIVE A REPORT ON THE REVISIONS TO THE BOUNDARIES FOR THE TRAFFIC ANALYSIS ZONES USED IN THE REGIONAL TRAFFIC MODEL

Subject:	Traffic Analysis Zone (TAZ) Realignments
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	October 31, 2012

TRAFFIC ANALYSIS ZONES UPDATE
▪ Traffic Analysis Zones (TAZs) are used in the regional traffic model to project traffic volumes using an array of variables. ▪ Traffic Analysis Zones Alignments were last updated by a consultant in 2004. ▪ Staff has been working with GIS and aerial mapping technology to perform realignment iterations using 2010 Census Blocks as the base map. ▪ A new 2010 data baseline was created to collect and aggregate Census Data, County GIS address points, local school enrollment numbers & local expertise. ▪ Staff met with land-use planners from the four local entities to gather recommendations and insight to assist with realignment options.

CURRENT WORK
▪ Staff is working on the final TAZ realignment structure based on local input and recommendations from the four local entities. ▪ Based on the final alignments, staff will perform population and employment data aggregation to the TAZs using GIS technology. ▪ Staff will calculate population & employment projections for 2020 (mid-year) and 2035 (long-range) for each TAZ.

RECOMMENDATION
▪ It is recommended that the Policy Committee receive a report on revisions to the boundaries for the Traffic Analysis Zones used in the regional traffic model.

DISCUSSION: Mr. Wakan reported that the traffic analysis zones (TAZ) are used in the regional traffic model to project volumes throughout the MPO. When new projects are planned, local entities may request information on how that development will impact traffic. Staff then uses the traffic model to produce that information.

Mr. Wakan said that a big component of the traffic model is the traffic analysis zones. He gave a presentation and explained that the current alignments were created by an outside consultant in 2004. Some of these alignments are now outdated and need to be revised to reflect new developments in the MPO area. With mapping and GIS capabilities as well as the knowledge and input of local entity planning staff, Mr. Wakan said that Staff is now able to re-align the traffic analysis zones in-house and improve the model's accuracy. Mr. Wakan stated that by using the 2010 Census data, the traffic analysis zones can be made contiguous with census geographies. This is crucial for when the 2020 Census data becomes available or as population/employment estimates are released by the Census Bureau. They can then be assigned to a TAZ that will line up with the census geographies.

Mr. Wakan explained that the census blocks and all the assigned data for those blocks will be consolidated for a better aligned and more accurate TAZ boundary. Mr. Wakan explained the data that is collected, such as population, employment, housing, and school enrollments, and how that information is then detailed within the TAZ boundary. The first iteration of data collection and modifications to the TAZ boundaries has been completed. Mr. Wakan noted that Aztec would like a TAZ boundary to align with their proposed East Arterial road project. Bloomfield anticipates some new development south of US 64 along US 550 and would like some TAZ realignments to better predict the traffic flows in that area. Mr. Wakan said that parts of the Crouch Mesa area are not contiguous with land uses in the area. Also, one of the large, current TAZ boundaries bounded by US 64, Browning Pkwy, and Wildflower Pkwy incorporates both residential and industrial uses and the large topography could mislead the traffic volumes if left as is.

Mr. Wakan said the map with all the TAZ information will be available on the MPO website in the near future. Staff plans to have the final version of the TAZ realignments ready for the January Policy Committee meeting. Following approval of the realigned TAZ boundaries, Staff will work with the consultant familiar with the traffic modeling software to calibrate the traffic model to ensure its accuracy.

Mr. Darnell commented that the information presented and the tools that will be available to developers and others are extremely valuable. Ms. McCulloch concurred and said this will be an awesome resource. Ms. Holton added that this information will be made available on the MPO's website.

ACTION: The report was received.

11. <u>RECEIVE A REPORT ON THE 2012 TRAFFIC COUNT PROGRAM</u>

Subject:	2012 Traffic Count Program
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	October 31, 2012

BACKGROUND
▪ For the 2012 traffic count program, there were 88 locations that were taken in October. ▪ Speed and class data was scheduled at 30 of those locations. ▪ The traffic count data was recently provided to the MPO from its traffic count consultant. ▪ The preliminary count results are being processed and reviewed.

CURRENT WORK
▪ Staff is comparing 2012 counts to previous counts to determine changes in volume trends. ▪ 3 locations were affected by construction and no counts were taken. ▪ 5 locations may have experienced higher volumes due to re-routes from nearby construction locations.

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

DISCUSSION: Mr. Wakan presented and explained the traffic count program and the new interactive map on the MPO website.

There were 88 locations scheduled to be counted in October and of those, 30 locations were also scheduled for speed and class counts. Staff has received the preliminary results from the consultant and Mr. Wakan referred to pages 25-27 in the Agenda. Mr. Wakan noted the areas where the volume percent had increased significantly as well as other areas that saw substantial decreases. Staff conclusions as to why these locations showed considerable changes were also noted on the spreadsheet.

Mr. Wakan reported that a few of the locations on East Main were not taken due to road repaving along this corridor. The traffic counts were actually completed later than originally scheduled and the road construction was not anticipated. Some of the data that was collected may be skewed due to drivers avoiding the construction and taking alternate routes. Mr. Wakan said that about twelve or thirteen counts affected by the repaving will be recounted by the consultant in December or early January. Staff will then report this information to NMDOT by the deadline of January 15, 2013.

ACTION: The report was received.

12. <u>INFORMATION ITEMS</u>

Subject:	Information Items
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	October 31, 2012

INFORMATION ITEMS

a. **Recognition of Dr. Henderson's service.** The MPO would like to thank Dr. Henderson for all of his years serving as the County's representative on the Policy Committee. We appreciate his time, his leadership, and his commitment to improving transportation in the MPO region.

b. **Statewide meeting on the PL distribution formula.** Statewide MPO Staff and NMDOT Planning met on October 26 in Albuquerque to discuss a new PL distribution formula. The formula needed to be revised due to final 2010 Census population figures for the MPOs and the new Los Lunas urbanized area, which will become part of MRCOG.

c. **Transit Data Collection activities.** MPO Interns completed data collection activities including gathering on-board counts, passenger counts and a transit survey for the months of June – October. Staff is now summarizing and evaluating the data.

d. **Other.**

DISCUSSION: Mr. Delmagori reported that following the statewide meeting on the PL distribution formula, FMPO will be receiving more PL money on a yearly basis than previously. After discussions with all the MPOs, the agreed on PL formula was favorable to FMPO.

Staff is summarizing and evaluating the Red Apple Transit data that was collected during the months of June – October. Mr. Delmagori stated that a report would be ready for the Policy Committee meeting in January.

Mr. Delmagori said that Dr. Henderson's term on the San Juan County Commission was coming to an end at the end of calendar year. Subsequently, his term on the MPO Policy Committee would end with this last Policy Committee meeting today. Mr. Delmagori and all those present thanked Dr. Henderson for his years of service and said he would be missed. Dr. Henderson said the work with the MPO had been interesting. He appreciated working with the Staff as well as the valued service of the other Policy Committee members. Dr. Henderson made a closing comment, "If you have a pulse, you

have a purpose". Mr. Delmagori presented Dr. Henderson with gifts of appreciation.

11. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

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

12. BUSINESS FROM THE FLOOR

There was no additional business from the floor.

13. ADJOURNMENT

Ms. Sipe made a motion to adjourn the meeting. Mr. Darnell seconded the motion. The meeting was adjourned at 3:05 p.m.

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Dr. James Henderson, Chair	June Markle, MPO Administrative Aide