

M I N U T E S
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
MARCH 28, 2013

Technical Members Present: Cynthia Lopez, City of Farmington
Chico Quintana, Alternate, City of Farmington
Dave Keck, San Juan County

Technical Members Absent: Roshana Moojen, Alternate, City of Aztec
Brad Ellsworth, City of Bloomfield
Nica J. Westerling, City of Farmington

Staff Present: Mary Holton, MPO Officer
Joe Delmagori, MPO Planner
Duane Wakan, MPO Associate Planner
June Markle, MPO Administrative Aide

Staff Absent: None

Also Present: Brian Degani, NMDOT Planning Liaison

1. CALL TO ORDER

Mr. Keck called the meeting to order at 10:10 a.m.

2. APPROVE THE MINUTES FROM THE FEBRUARY 28, 2013 TECHNICAL COMMITTEE MEETING

Ms. Lopez made a motion to approve the minutes from the February 28, 2013 Technical Committee meeting. Mr. Quintana seconded the motion. The motion to approve the minutes was passed unanimously.

3. FY2014-2019 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Subject:	FY2014-2019 Transportation Improvement Program (TIP)
Prepared by:	Joe Delmagori, MPO Planner
Date:	March 20, 2013

BACKGROUND

- The TIP is a short-term program of projects expected to be completed in the next six years.
- Staff met individually with each member entity, NMDOT, and Red Apple Transit to review project information.

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| <ul style="list-style-type: none">▪ The TIP projects and MPO priority lists were reviewed and modified by the Technical Committee on February 28 based on updated project information.▪ The Policy Committee reviewed the draft FY2014-2019 TIP on March 21. |
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CURRENT WORK

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| <ul style="list-style-type: none">▪ Staff made final changes to the TIP to reflect additions, deletions, and new project information.▪ The 30-day public comment period on the final draft of the FY2014-2019 opened on March 10 and closes on April 10. |
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RECOMMENDATION

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| <ul style="list-style-type: none">▪ It is recommended that the Technical Committee:<ul style="list-style-type: none">a. Hold a public hearing on the FY2014-2019 TIP.b. Recommend adoption of the FY2014-2019 TIP. |
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Mr. Keck opened the public hearing on the FY2014-2019 Transportation Improvement Program (TIP).

DISCUSSION: Mr. Delmagori reported that Staff, local entities, and the Committees have been developing the FY2014-2019 TIP. This process started with the call for projects late last year and Staff discussed the current projects in the TIP with the individual entities in early February. At the February Technical Committee meeting the draft TIP and priority lists were reviewed with the Committee and everything was also reviewed with the Policy Committee on March 21. The Policy Committee made no changes to the draft TIP priority lists.

Mr. Delmagori reviewed a list of FY2013 federal funded projects that are in the current TIP and must have all their certifications and be obligated before August 15. He added that these projects will not be shown in the FY2014-2019 TIP as long as they are obligated in FY2013.

Mr. Delmagori reviewed the three sections of the FY2014-2019 TIP which include the federally funded projects for FY2014 and FY2015. He stated that the state's transportation improvement program (STIP) will also be updated in the next several months. District 5 has informed Staff that there could potentially be some opportunity to program additional projects in the later STIP years of FY2016 and FY2017. He stated that this information will not be available until June or July. If FMPO is fortunate to have additional projects programmed into the STIP, an amendment to the TIP will occur.

Mr. Delmagori stated that the new Transportation Alternatives Program (TAP) could affect several of the existing Transportation Enhancements Program in the TIP. The two projects anticipated to be impacted by the new TAP are the first two projects shown on Page 1 of the Regionally Significant Project List:

- Construction of pedestrian improvements on Bergin Lane in Bloomfield;
- Pedestrian facilities (including sidewalks) on 20th Street in Farmington.

As discussed in previous meetings, TAP will have criteria and a selection process for choosing which projects are funded as well as a much lower amount of available funding. Mr. Delmagori asked Mr. Brian Degani if these projects could remain on the list until the TAP procedures were finalized. Mr. Degani thought that would be acceptable and could still fit within the timeframes of the STIP.

Ms. Lopez stated that the entities and Committees prioritize the local projects when they develop the TIP priority list and asked if NMDOT would consider this local ranking of projects in the overall TAP application process. Mr. Degani stated that the TAP funding targets are almost finalized and FMPO's prioritization of projects would be part of the selection process. Mr. Delmagori noted that if the two projects shown above were removed from the Regionally Significant Project List and added to the Unfunded List, they would then be compared to the other four projects currently on that list. However, since these two projects were previously identified and slated to receive federal funding, they would likely be put at the top of that prioritization list. Mr. Delmagori added that there had been no changes to the project lists since the February Technical Committee meeting.

Ms. Lopez moved to close the public hearing. Mr. Quintana seconded the motion. The motion was passed unanimously.

Mr. Keck closed the public hearing. No comments from the public were received.

ACTION: Ms. Lopez moved to recommend adoption of the FY2014-2019 Transportation Improvement Program (TIP). Mr. Quintana seconded the motion. The motion was passed unanimously.

4. CONSIDER RECOMMENDING APPROVAL OF AN AMENDMENT TO THE FY2014 UPWP, EXTENDING THE UPWP AND THE BUDGET FROM JULY 1 TO SEPTEMBER 30 SO THE ANNUAL WORK PLAN AND BUDGET MATCH THE FEDERAL FISCAL YEAR.

Subject:	FY2013 UPWP and Budget Amendment
Prepared by:	Joe Delmagori, MPO Planner
Date:	March 20, 2013

BACKGROUND or PREVIOUS WORK

- Recently the MPOs agreed to extend the current UPWP by three months so that work activities and the budget align with the federal fiscal year.
- Extending the FY2013 UPWP by three months from July 1 to September 30 will allow better coordination and timely distribution of PL funds.
- NMDOT Planning has requested that the amendment for extending the FY2013 UPWP be approved by April 15.

CURRENT WORK

- MPO staff has updated general language in the UPWP to indicate the three month extension.

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| <ul style="list-style-type: none">▪ Staff has made proposed revisions to current UPWP work activities to be worked on during these three months.▪ The revised MPO budget reflects remaining PL and 5303 funds that are available to the MPO between January 1 and September 30, 2013. |
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RECOMMENDATION

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| <ul style="list-style-type: none">▪ It is recommended that the Technical Committee recommend approval of an amendment to the FY2013 UPWP, extending the UPWP and the budget from July 1 to September 30 so the annual work plan and budget match the federal fiscal year. |
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DISCUSSION: Mr. Delmagori reported that the MPOs and NMDOT had agreed to extend the current FY2013 Unified Planning Work Plan (UPWP) by three months so that work activities and budgets align with the federal fiscal year.

Mr. Delmagori reviewed the draft of the modified and extended UPWP with the Committee members:

Cover & Introductory Pages

All dates were changed to show a UPWP covering the period of July 1, 2012 to September 30, 2013. Additionally references to SAFETEA-LU were changed to MAP-21. The section on SAFETEA-LU was changed to MAP 21. Mr. Delmagori stated that the planning factors are expected to remain the same

Page 11

This begins the actual activity list for the UPWP. For all ongoing-type activities expected to be worked on during July-August-September, a calendar has been added to indicate when each activity would take place.

Page 16

Under the Joint Powers Agreement section there is an additional activity to include MAP-21 requirement into the JPA. Mr. Delmagori said this would be discussed in more detail during the April Technical Committee meeting, adoption sought by the Policy Committee in June, and then the revised JPA taken to the entities for approval and then final submittal to NMDOT by September.

Page 18

Wording was revised for Complete Streets to better reflect the ongoing work and the Advisory Group meetings.

Pages 19 & 20

With the Policy Committee's request for weekend traffic counts, some additional activities and products have been added. The counts are anticipated to be taken in May with data summarized and uploaded in the months following.

Page 21

The calendar for the Title VI Plan was shifted to show the month of June when Staff will seek to have the final plan adopted by the Policy Committee.

Page 23

Staff plans to finish the population/employment data collection under the traffic model. Once this has been completed, a consultant will be hired to calibrate and validate the model. This work is expected to take upwards of six months for completion.

Page 26

The Transit section includes additional calendar information with regard to the data collection activities planned for the summer months. This work will include collecting ridership data by bus stop, taking ridership counts, and distributing on-board transit surveys.

Page 27

Safe Routes to School activities will continue throughout the summer months. The fall student arrival counts will be taken in September.

Page 28

Staff will continue to assist NMDOT with the TAP project selection process.

Pages 31 & 33

These pages show the changes that were necessary to extend the budget. Mr. Delmagori reported that the remaining available federal funds plus the required local match as of January 1, 2013 are what will be used to carry the MPO through to September 30. Mr. Delmagori referred to Page 33 and reviewed the remaining FY2013 budget by fund source. He noted that there was \$200,800 in federal PL funds remaining and that this was sufficient to support the MPO budget through September 30. The FTA 5303 funds will be expended with the transit data collection that will begin in May. The traffic count funds have already been exhausted. The additional weekend traffic counts requested by the Policy Committee will come out of the regular PL funds.

ACTION: Ms. Lopez moved to recommend approval of an amendment to the FY2013 UPWP, extending the UPWP and the budget from July 1 to September 30 so the annual work plan and budget match the federal fiscal year. Mr. Quintana seconded the motion. The motion was passed unanimously.

5. CONSIDER RECOMMENDING APPROVAL OF THE TAZ BOUNDARY REVISIONS FOR THE REGIONAL TRAFFIC MODEL

Subject:	Traffic Analysis Zone (TAZ) Realignment
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	March 20, 2013

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 calculating population & employment projections for 2025 (mid-year) and 2040 (long-range) for each TAZ.

RECOMMENDATION

- It is recommended that the Technical Committee recommend approval of the proposed Traffic Analysis Zones (TAZ) structure and boundaries.

DISCUSSION: Mr. Wakan reported that the Traffic Analysis Zones (TAZs) are used in the regional traffic model to for the purpose of assigning population and employment data within geographic areas of the model. The data generates trips that are assigned to the network which are used to project traffic volumes.

Mr. Wakan referred to some maps on Pages 6-8 of the Agenda which showed the proposed 2010 TAZ structure and the TAZ structure from 2005. With the available 2010 Census data, Staff wanted to revise the old TAZs which had been created in 2005. Mr. Wakan noted that the overall TAZ structure did not change significantly. However, with the data available from the 2010 Census, along with growth in the MPO region, new roads, and census block delineation, Staff decided to reconfigure the TAZ structure.

Mr. Wakan showed a map of the old TAZ structure overlaid with the proposed new TAZ structure as a way to illustrate where boundary changes are being recommended. There are 289 TAZs both in the old TAZ structure and now with the new proposed structure. He noted that many of the old TAZs did not align with CR 350 or with CR 5500 south of US 64 and Staff saw a need to improve those structures. Mr. Wakan noted that with the 2010 Census data, the census blocks changed significantly from 2000 to 2010 and there are now more census blocks. This provided an opportunity to divide and create TAZs that better aligned with these new census block boundaries. Mr. Wakan said some of the new TAZs are divided into smaller areas due to land uses located within the TAZ. He noted that the northeast part of Farmington has also had several changes based on new developments and some road proposals made in the major thoroughfare plan. Mr. Wakan said that Staff wanted to update the TAZs to align with some of the major proposed roadways within the MPO boundary: Highline Road between CR 350 and US 550, the planned Pinon Hills bridge project and roadway extension into San Juan County, and the East Arterial project in Aztec. Mr. Delmagori added that the new TAZ structure relates better to the roads and to the census block boundaries, so that when changes in population/employment occur the transition to the TAZ will be much smoother. He noted that there may have been some arbitrary decisions when the TAZ boundaries were first created in 2005 and there are stronger justifications now for where boundaries are being located.

Mr. Wakan noted that Staff met with the local entities for their input on the final TAZ structures. Mr. Degani asked if Staff had to split any TAZs given population changes from the 2005 to 2010 census. Mr. Delmagori replied that any split was offset by the merges, and that the TAZ structure was not necessarily based on population thresholds. Mr. Wakan added that 70% of the TAZ structure remained intact.

Mr. Degani said that the changes can be reviewed and analyzed in conjunction with the state traffic model. He noted that he is responsible for this statewide traffic model for NMDOT. The model is built on the network of interstates, United States routes like US 64, as well as state roads. Mr. Degani noted that the model does not reach the finer detail of the MPO level. He stated that the MPO models are integrated into the state model so that information is gathered on where traffic flows enter an MPO boundary area. Mr. Degani said that this information allows NMDOT to analyze congestion, levels of service, MPO external trips going through a defined corridor or segment, vehicle delays, as well as vehicle miles and hours. Mr. Wakan said having Mr. Degani's expertise is valuable in building these new TAZ structures.

Mr. Wakan mentioned that after the TAZ boundaries are approved, staff will start assigning population and employments data to the TAZs to create base and future years for the model. He reviewed some PowerPoints to show the current population and employment distributions as they related to the TAZ structure, along with data on mobile home and single family housing distributions in the MPO area.

ACTION: Ms. Lopez moved to recommend approval of the proposed Traffic Analysis Zones (TAZ) structure and boundaries. Mr. Quintana seconded the motion. The motion was passed unanimously.

6. CONSIDER RECOMMENDING APPROVAL OF THE LIST OF LOCATIONS FOR TAKING WEEKEND TRAFFIC COUNTS

Subject:	Weekend Traffic Counts
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	March 20, 2013

BACKGROUND

- The 2012 regular traffic count program was completed in October.
- Recounts were taken in January.
- The traffic count data was reviewed and approved by the MPO and NMDOT.
- The Policy Committee requested additional weekend traffic counts be taken.
- MPO Staff, with input from the local entities, anticipate 30 weekend count locations.

CURRENT WORK

- Staff has prepared an initial list of count locations for review.
- Farmington has suggested a couple of other locations for the list.
- The traffic count list will be reviewed and approved by the Technical and Policy committees in March and April.
- The MPO will work with TRA to schedule and take the counts in May.

RECOMMENDATION
<ul style="list-style-type: none">▪ Staff recommends that the Technical Committee recommend approval of the 2013 Weekend Traffic Count Location list.

DISCUSSION: Mr. Wakan reported that the Policy Committee requested weekend traffic counts be taken due to the nature of increased regional weekend activity as a regional hub in the four corners area. The area experiences an influx of weekend traffic, staff would like to assess the difference between weekend and weekday counts within the MPO boundary and collect data for the most relevant locations as well as capture all the endpoints.

Mr. Wakan referred to Page 10 which provided a list of the proposed 30 locations. He noted that the City of Farmington has asked for two more locations to be added: the APS bridge (CR 6675) outside Kirtland just south of US 64 and CR 6100 between Boyle Road and Harper Hill. Staff is working with the consultant to obtain a quote for the additional counts and to determine the schedule.

Ms. Lopez asked about a possible count at the light on Twin Peaks Boulevard where it changes to Pinon Hills Boulevard. Mr. Delmagori noted that there was a proposed count on Pinon Hills Blvd at the LaPlata River crossing which is only a short distance away.

ACTION: Mr. Lopez moved to recommend approval of the 2013 Weekend Traffic Count Location list and to include the two additional proposed count locations by the City of Farmington. Mr. Quintana seconded the motion. The motion was passed unanimously.

7. RECEIVE A REPORT FROM NMDOT

Mr. Delmagori reported Mr. David Quintana had contacted Staff about changing the control number for the Pinon Hills extension project. For improved tracking, NMDOT wants to bring the FY2015 STP funding under the control number used for FY2012 TCSP money that the City of Farmington has been using for engineering and right-of-way acquisition. The City of Farmington is okay with the change and once all the details are worked out, Staff will submit an amendment to the Committees for their recommended approval.

Mr. Degani had a few updates for the Committee. He noted that the Planning Division had received comments from the MPOs and RPOs on the TAP guidelines. Mr. Degani said that Ms. Maggie Ryan is away on a leave of absence and he will be filling in for her for several months. With Ms. Ryan's absence, Ms. Rosa Kozub and Ms. Jessica Griffin have been assigned to work on developing the TAP guidelines. There is a meeting planned for April 5 at 9:30 a.m. at MRCOG to discuss the TAP application process and to develop the guidelines, receive comments, and reach consensus.

Mr. Degani reported that as of March 25 the total amount of TAP funding for FMPO was set at \$338,002 with a local match of \$57,600 for a total of \$395,602. He said this was a "preliminary final" number for FMPO.

Mr. Degani stated that at the MPO Quarterly Meeting changing over to a two-year UPWP was discussed. He noted that MRCOG and the other MPOs were amenable to this change and Mr. Degani asked if FMPO would also be agreeable to making this change. If approved, this change would take the FY2014 UPWP from October 1, 2013 to September 30, 2015. Mr. Delmagori said Staff would bring this up with the Committees for their consideration. Ms. Lopez thought a two-year UPWP made sense so that a program of this size did not have to be re-done every year. Mr. Delmagori added that a two-year program did allow for more flexibility with project timelines.

Mr. Degani stated that MPOs should continue to follow SAFETEA-LU guidelines until the MAP-21 guidelines are published. The MAP-21 guidelines will have to go through the Federal Register which is the federal notice that the guidelines are coming out and explaining what they will be.

Mr. Degani stated that NMDOT is planning a statewide functional classification review beginning in September with all the MPOs and RPOs. The guidelines published in late 2012 will be reviewed and classifications administered based on those guidelines, the MPO boundaries, and the 2010 Census data.

Mr. Degani spoke about ArcGIS Online and that NMDOT is looking into their data collection and management. One of the members of this committee is NMDOT's Intelligent Transportation Systems (ITS) Bureau. This bureau deals with ITS components on state road systems. The ITS Bureau wants to begin working in coordination with FMPO to utilize ArcGIS Online. The ITS Bureau will review the ITS components and architecture plan of FMPO to begin identifying those projects that need ITS components. Mr. Degani noted that these components are the cameras mounted statewide to monitor roads (nmroads.com). The CCTV cameras along the interstate can provide information on weather, spills, dust/wind storms, accidents, or sections of the roadway that might be shut down. Mr. Degani added that in some of the metropolitan areas, the Highway Emergency Lender Patrol can be dispatched. These are large trucks dispatched to assist motorists stranded along the roadway and protect them from getting hit by other motorists.

Mr. Degani stated that FMPO is beginning to set up some other layers of ITS components and architecture. Mr. Wakan asked which of the other MPOs have ArcGIS. Mr. Degani said he believed Las Cruces, Santa Fe, and Albuquerque are each using ArcGIS Online. Mr. Quintana asked if FMPO had already met with the ITS Bureau to determine if and when to begin participating in this program. Ms. Holton said FMPO had completed the architecture portion last year and it was integrated into the NMDOT system. This begins the next step in the process.

Mr. Delmagori said the architecture is basically who is involved and the database of potential projects or activities. He noted that the exact projects would have to be identified and the specifics defined. Mr. Quintana noted that ITS requirements are part of the clearances he is required to submit for projects receiving federal and state funding. He commented that ITS would probably initially be considered for projects on US 64 or US 550. Mr. Quintana asked if ITS would be linked to sidewalk, paving, or roadway projects. Mr. Degani replied that the potential need would have to be evaluated. He noted that FMPO has an approved ITS architecture plan and the next step would for the ITS Bureau to begin to identify where those future projects might be. Mr. Delmagori agreed that the primary focus would be on the major corridors first.

Mr. Degani said the ITS Bureau would most likely focus on areas with congestion and/or accidents as the starting point for the process.

Mr. Delmagori added that the Safety Bureau is expected to select the safety projects on April 12. FMPO had submitted two projects for consideration: the intersection of San Juan Boulevard and Scott Avenue, and; the intersection of US 550 and NM 173 in Aztec.

8. RECEIVE AN UPDATE ON THE DEVELOPMENT OF A TITLE VI PLAN FOR THE MPO

Subject:	Title VI Plan
Prepared by:	Joe Delmagori, MPO Planner
Date:	March 20, 2013

BACKGROUND

- The FHWA MPO Review indicated that the MPO needs to develop a Title VI Plan.
- This plan would also include an Environmental Justice component.
- The Title VI Plan would ensure that the MPO prevents discrimination from low income or minority populations.
- The Environment Justice component would ensure that no single aspect of the population would bear a disproportionate share of impacts from transportation decisions.
- The Title VI Plan needs to be adopted by September 2013.
- The boilerplate was reviewed with the Technical Committee on February 28 and with the Policy Committee on March 21.

CURRENT WORK

- Development of the Title VI Plan will include a non-discrimination Statement of Policy, procedures for training, public involvement, handling complaints, and resolving issues.
- The plan will relate Title VI to the transportation planning and public involvement process.
- Staff is reviewing Title VI plans from other MPOs for assistance with content.

RECOMMENDATION

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

DISCUSSION: Mr. Delmagori stated that one of the corrective actions from the FHWA review was the implementation of a Title VI Plan which needs to be completed by September. Using the NMDOT Title VI boilerplate and information gathered online, Staff has begun to draft the MPO's Title VI Plan. Mr. Delmagori said the directives in the FHWA final review document will be what guide the development of the MPO plan.

Mr. Delmagori reviewed the draft MPO Title VI Plan. He noted that much of the NMDOT boilerplate may not pertain to a MPO plan while other sections will be required for inclusion. Mr. Delmagori will work with NMDOT to determine which sections are relevant to the MPO plan and which sections would not apply. He added that required sections will also be linked to the MPO's transportation plan which is already in place. Mr. Delmagori said that Title VI will be the all-encompassing aspect of the Plan, but environmental justice and limited English proficiency will be addressed as well.

Pages 6-7

On Pages 6-7, sections were added by Staff that would pertain to the MPO. Mr. Delmagori said that the Title VI document and the environmental justice section reflect the transportation planning process. This would specifically include documents created by the MPO such as the UPWP, TIP, and the long range plan. This draft has placeholders for potential MPO actions that would meet Title VI requirements for those documents.

The draft Title VI Plan incorporates references to Title VI and environmental justice from the MPO's Public Participation Plan. The bottom of Page 7 has a placeholder relating to a Title VI Coordinator, their responsibilities, complaint procedures, and a reference to limited English proficiency.

Mr. Delmagori noted that these are the sections that Staff plans to develop for the next Technical Committee meeting. Mr. Delmagori hopes to have an entire document ready by May for review and recommended approval.

ACTION: The report was received.

9. RECEIVE A REPORT ON COMPLETE STREETS

Subject:	Complete Streets
Prepared by:	Joe Delmagori, MPO Planner
Date:	March 20, 2013

BACKGROUND or PREVIOUS WORK

- Complete Streets is a means of designing a roadway so that it accommodates all modes of travel, such as walking, biking, and transit.
- Complete Streets promote safety for all users, improve connectivity among modes, and helps create economic growth.
- Overview presentations on Complete Streets have been given to all councils/commissions and several organizations.
- The Complete Streets Advisory Group held their second meeting on February 12.

CURRENT WORK

- The MPO is working with the Advisory Group on confirming Complete Streets values and developing goals to support those values.

- The Advisory Group members are working on an exercise to help identify what is important to them about Complete Streets
- At the next Advisory Group meeting on April 3, the group will use the answers from the exercise to develop Complete Streets goals.
- The values and goals will then be used to create a Complete Streets vision.

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on Complete Streets.

DISCUSSION: Mr. Delmagori reported on the upcoming Complete Streets Advisory Group meeting and some exercises Staff had developed to assist with the discussions on values, goals, and a vision.

Mr. Delmagori stated that, following the February 12th meeting, the idea of confirming values that related to Complete Streets was introduced, along with establishing goals to support the values, and then using those values and goals to develop the Complete Streets vision statement. At that meeting, staff explained land use context areas and road types which will be further addressed once the overall Complete Streets framework is completed.

Mr. Delmagori referred to Page 14 of the Agenda which showed the dates and the audiences for all of the Complete Streets presentations given by Staff since November 2012. He noted that the presentations were given to a wide range of groups and organizations in the community as well as all the local councils and commissions. Mr. Delmagori said there were two more upcoming presentations to be made to the Leadership San Juan group and to Civitan. These last two presentations should essentially complete this portion of the regional Complete Streets process, but if other groups are identified additional presentations could be made.

Mr. Delmagori referred to Pages 15 & 16 of the Agenda which showed excerpts from the Advisory Group exercise. He explained that this template was carried through for all six identified values: multi-modal, health, safety, economic development, aesthetics, and connectivity. Each template depicted three images and/or diagrams that related to the value and the Advisory Group members were asked to comment on what they liked or did not like in the images, what was missing in the images, and what was important to them about each of the values. Mr. Delmagori said that no responses to this exercise were received by Staff and this exercise will be used as the topic for the April 3 Advisory Group meeting.

ACTION: The report was received.

10. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	Joe Delmagori, MPO Planner
Date:	March 21, 2013

INFORMATION ITEMS

- a. **FY2014 UPWP.** MPO Staff will work on developing the FY2014 UPWP in April seeking an approval at the June Policy Committee meeting.
- b. **Safe Routes to School Update.** MPO Staff will be conducting kid counts at the four participating SRTS elementary schools (Mesa Verde, Apache, McKinley and Ladera) in April 2013. Mesa Verde Elementary had a No Phone Zone ribbon cutting ceremony February 7th.
- c. **National APA Conference.** Joe Delmagori will be attending the National APA Conference on April 13th - 17th in Chicago.
- d. **Other.**

DISCUSSION: Mr. Delmagori stated that the FY2014 Unified Planning Work Program (UPWP) will be started in April with approval sought at the June Policy Committee meeting. As mentioned earlier, the Committees will discuss moving to a two-year work program at their April meetings.

Mr. Delmagori commented that the Safe Routes to School program is running very well under Mrs. Anngela Wakan's direction. She is staying in touch with the principals, parents, and PTOs at each of the schools and she has a lot of good ideas for the future of SRTS. Staff and volunteers will be taking the spring student arrival counts at the four SRTS participating schools in April.

Mr. Wakan reported on the "no phone zone" ribbon cutting ceremony held at Mesa Verde Elementary on February 7. He said that, in conjunction with the "no phone zone" promotion, Mrs. Wakan had organized two assemblies for the school on distracted driving and to encourage participation in the promotion. The students took home pledges for their parents to sign stating they would not use a cell phone in the school zone. Those students who returned a signed pledge were given a "Children Come Before Phones" decal. The wrap-up was the ribbon cutting at the school that was attended by members of the Farmington City Council, Farmington School Board, Farmington Police Department, and the Chamber of Commerce Redcoats. Mr. Wakan said that Mrs. Wakan is working to promote "no cell phone" zones for all the Farmington schools.

Mr. Delmagori reported that he and Ms. Lopez will be attending the National APA Conference in Chicago on April 13-17.

Mr. Delmagori announced that April 25 will mark the 10th anniversary of the MPO's designation. Staff plans to host an open house celebration at the MPO Office on one afternoon during the last week in April. Staff will provide maps and information on transportation projects completed over the past ten years, information about the federal dollars the MPO has brought to the area, and long-range plans of what is to come, along with some contests, food, and drinks. Mr. Delmagori said Staff would distribute a flyer to invite everyone who has worked with the MPO to stop by and celebrate with Staff.

Mr. Delmagori reported that the State Planning Conference, hosted by Farmington and the New Mexico Chapter of APA, will be held on October 2-5, 2013. He noted that there will be mobile tours on October 2 of the NAPI facility, Animas/LaPlata Project, the Four Corners Power Plant, and a tour of the Animas River Trails in Farmington. The regular conference sessions and keynote speaker will happen on October 3 and 4. On Saturday, October 5, ArcGIS online training will be discussed by a representative of ESRI and Mr. Wakan will give a one-hour session on the Google Sketch-Up program.

11. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Ms. Lopez said that the New Mexico League of Zoning Officials is hosting a conference in Albuquerque on May 1-3, 2013. This annual conference is to provide board and commission training and will explain quasi-judicial proceedings, conflicts of interest, and meeting procedures. Ms. Lopez noted that the conference brings together individuals from all over the state who are involved with zoning, building inspection, and code enforcement. The cost of the conference is \$185. Ms. Lopez encouraged all board or commission members to consider attending.

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

12. BUSINESS FROM THE FLOOR

There was no business from the floor.

13. ADJOURNMENT

Ms. Lopez moved to adjourn the meeting. Mr. Quintana seconded the motion. Mr. Keck adjourned the meeting at 11:30 a.m.

Dave Keck, Chair

June Markle, MPO Administrative Aide