



MPO POLICY COMMITTEE MEETING **AGENDA**

April 25, 2019
1:30 p.m.

Council Chambers
Kirtland Town Hall
47 Road 6500
Kirtland, New Mexico

AGENDA
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
April 25, 2019 1:30 PM

This regular meeting will be held in Council Chambers at Kirtland Town Hall, 47 Road 6500, Kirtland, New Mexico.

ITEM	PAGE
1. Call to Order: Call meeting to order	
2. Minutes: Approve the minutes from the February 28 and March 13, 2019 Policy Committee Meetings.	6-19
3. Committee Member Discussion Item(s) <i>No additional items were presented for inclusion on the meeting agenda</i>	1
4. Reports from NMDOT a. Update from District 5 (<i>Lawrence Lopez</i>) b. Update from the Planning Bureau (<i>Joseph Moriarty</i>)	
5. Information Items a. Call for Projects – TIP Amendment #7 b. FMPO’s Quality Assurance Review c. NMDOT Traffic Counts d. Update from MPO Quarterly e. Tribal/Local Public Agency (T/LPA) Handbook Training f. New NHI Courses g. 2045 MTP Update Presented by: Mary L Holton, AICP	2-4
6. Business from Chairman, Members, and Staff	
7. Public Comment on Any Issues Not on the Agenda	
8. Adjournment	

The public body may only take action on an item if it is listed for action on the publicly noticed agenda.

ATTENTION PERSONS WITH DISABILITIES: If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the MPO Administrative Assistant at the Downtown Center, 100 W Broadway, Farmington, New Mexico or at 505-599-1466 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the MPO Administrative Assistant if a summary or other type of accessible format is needed.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #4**

Subject:	Committee Member Discussion Items
Date:	April 25, 2019

DISCUSSION ITEMS

There were no additional discussion items provided by Policy Committee members for inclusion in the Agenda.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #5**

Subject:	Information Items
Prepared by:	MPO Staff
Date:	April 25, 2019

INFORMATION ITEMS

- a. **Call for Projects.** Formal TIP Amendment #7 to the FFY2018-2023 TIP was opened April 10 and amendments to the FMPO TIP are now being accepted. TIP Change Request Forms are due to the FMPO no later than April 24, 2019. The Technical Committee will review TIP Amendment #7 on May 8 with Policy Committee consideration taking place on May 23.
- b. **Annual FMPO Quality Assurance Review (QAR).** The MPO's Annual Quality Assurance Review (QAR) with NMDOT was held on April 10.
- c. **NMDOT Traffic Counts.** The NMDOT Traffic Monitoring section is in the process of annualizing all of the 2018 traffic counts. During then March MPO Quarterly, Sean Noonan/NMDOT reported that FMPO's data is expected to be released in April, and that the 2019 locations will be coordinated with the MPO (including the Tech Committee) very soon.
- d. **MPO Quarterly.** Ms. Holton attended the MPO Quarterly on March 13 via teleconference. The final draft agenda is attached for your review.
- e. **Tribal/ Local Public Agency (T/LPA) Handbook Training.** This training, held in Farmington on March 27, was intended for Tribal/Local Public Agencies (T/LPA) who have projects currently funded or active applications currently submitted to the NMDOT for federal funds. The training was an all day, interactive forum to discuss the newly rewritten T/LPA Handbook and familiarize agencies and consultants with the Handbook, website, and new procedures and processes necessary to successfully complete federally funded transportation projects. Future training will be offered to all other T/LPAs who do not have a project programmed in the STIP but those who plan on applying for federal funding in the future.
- f. **New NHI Courses.** Please see the enclosed for new classes offered by National Highway Institute.
- g. **2045 MTP Update.** MPO Staff has begun revising the MPO's Public Participation Plan (PPP), and discussed with the Technical Committee's their involvement in the Plan, including acting as the steering committee and being part of the evaluation committee. Staff will start developing the scope of work for the Plan's RFP.



Mid-Region Metropolitan Planning Organization

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1st DRAFT AGENDA
order of items may change based on input
Spring 2019 MPO Quarterly Meeting
March 13, 2019 at MRCOG in Albuquerque
We will set-up a teleconference number/code for Farmington MPO participation

- 9:00 1). Welcome and Introductions
- 9:15 2). Review of MPO Quarterly Notes from December meeting (from Mesilla Valley MPO)
- 9:20 3). Federal Update
- 9:30 4). MPO Administrative Tracking Methods [item added from December meeting]
- review of MRMPO's budget monitoring system
- consultant payments
- budget summary
- timesheet charges summary
- other MPOs' budget monitoring systems
- 10:30 Break
- 10:45 – 11:45 continue item #4
- 11:45 – 1:00 Lunch (on your own)
- 1:00 5). Status of Proposed Amendment to the Planning Procedures Manual (PPM)
- 1:30 6). NMDOT Update
- 2:00 7). Traffic Count Program Update
- update on new referencing system
- update on merging MPOs' traffic counts
- update on solving discrepancies in the referencing system
- 3:00 8). Uniform Crash Report [from MVMPO]
- 3:30 9). MPO Updates –
Santa Fe
Farmington
Mesilla Valley
El Paso
Mid-Region
- 4:00 10). Date/Time for next MPO Quarterly in Farmington

Adjourn

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Essential SPRING Training

National Highway Institute sent this bulletin at 03/26/2019 01:39 PM EDT

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LEARNING IN PROGRESS

Monthly News from the National Highway Institute | March 2019

JUST LAUNCHED

It's time for your monthly run-down of NHI's most recently launched transportation trainings, all based on the latest technologies, best practices, and industry advancements. Select any course to learn more about it, submit a host request, or view scheduled sessions to attend.

- [Transportation Performance Management for Congestion including Freight](#)
- [Getting Started on Effective TPM for Pavements](#)
- [Getting Started on Effective TPM for Bridges](#)
- [Environmental Justice Analysis](#)
- [Instructor Development Course](#)
- [Traffic Signal Timing Concepts](#)
- [Safety Data and Analysis Fundamentals \(*read the article in Public Roads!*\)](#)
- [FHWA Planning and Research Grants Series](#)
- [Improving Highway Safety with ITS](#)
- [Access Management: Fundamental Principles and Application](#)

**The draft minutes from the
February 28, 2019
Policy Committee meeting AND
March 13, 2019
Special Policy Committee meeting
are on the following pages**

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
February 28, 2019

Policy Members Present: Sherri Sipe, City of Aztec
Jeanine Bingham-Kelly, City of Farmington
Sean Sharer, City of Farmington
Julie Baird City of Farmington
Dan Flack (Alt), Kirtland
John Beckstead (arrived late; after vote on
Bike/Ped Plan)

Policy Members Absent: Curtis Lynch, City of Bloomfield
Glojean Todacheene, San Juan County

Staff Present: Mary Holton, MPO Officer
Jeff Kiely, Director, NWNMCOG
June Markle, MPO Administrative Assistant

Staff Absent: None

Others Present: Mark Pavlik, Teacher and Citizen
Joseph Moriarty, Planning Liaison, NMDOT (via
phone)
David Quintana, NMDOT District 5 (via phone)

1. CALL TO ORDER

Chair Sharer called the meeting to order at 1:38 p.m.

2. APPROVE THE MINUTES FROM THE JANUARY 24, 2019 POLICY COMMITTEE MEETING

Ms. Markle noted a correction to the draft January 24, 2019 Policy Committee meeting minutes as follows:

Information Items (Page 44) – First sentence of “Discussion”: “Mr. Kiely reported that funding was awarded to San Juan County to replace a diesel vehicle through the FFY2020 PLUS CMAQ Non-Mandatory Program”.

The correction to these January 24, 2019 minutes will read: “Mr. Kiely reported that the funding for the CMAQ application submitted by San Juan County to replace a diesel vehicle through the FFY2020 PLUS CMAQ Non-Mandatory Program is still under consideration”.

Ms. Baird moved to approve the minutes from the January 24, 2019 Policy Committee meeting. Councilor Bingham-Kelly seconded the motion. The motion was approved unanimously.

3. REPORT ON THE FMPO BICYCLE & PEDESTRIAN PLAN

Subject:	Report on the FMPO Bicycle & Pedestrian Plan
Date:	February 28, 2019

MONTHLY REPORT

Ms. Nancy Dosdall Lauro, AICP and Senior Planner with Russell Planning & Engineering will make a presentation on the final draft of the 2019 Bicycle & Pedestrian Plan. The Plan can be viewed at: https://www.fmtn.org/DocumentCenter/View/18564/20190123-FMPO-MASTERPLAN_21319_Posted

The Policy Committee will consider adoption of the 2019 Bicycle & Pedestrian Plan at the February meeting.

DISCUSSION: Nancy Lauro gave an update on the final 2019 FMPO Bicycle/Pedestrian Plan. Her comments/updates are summarized below:

- Received many public comments – a lot of interest and excitement in the project;
- Foundation for good decision-making going forward;
 - More multi-modal plans:
 - Prioritization of projects
- Focus on safety in biking and walking was an important concern;
- River trails in all the communities were highly valued;
- Coordinated with NMDOT’s statewide bike plan, the Downtown Farmington MRA plan, and the City of Farmington’s Parks & Rec Planner;
 - MPO Plan is in the “middle” of all these;
 - How the three levels of plans all work together to produce a good network.

Ms. Lauro said that she loved to see all the progress in the area and thanked the MPO for the opportunity to work on this project.

Chair Sharer added that he thought this was a good step forward. Being able to offer options for traveling through the City of Farmington other than be car especially as the communities work in the direction of creating and improving recreational opportunities. Commissioner Sipe added the goal of eventually providing connectivity between the cities.

4. FMPO 2019 BICYCLE & PEDESTRIAN PLAN AND POLICY COMMITTEE RESOLUTION 2019-2

Subject:	FMPO 2019 Bicycle & Pedestrian Plan and Policy Committee Resolution 2019-2
Prepared by:	MPO Staff
Date:	February 13, 2019

BACKGROUND

- April 11, 2018 marked the kickoff for the FMPO's 2019 Bicycle & Pedestrian Plan.
- The Technical Committee was the Steering Committee for the project.
- During May and June 2018, the consultant, Russell Planning & Engineering and the project manager, Nancy Lauro conducted background research with each of the MPO entities.
- Throughout the summer of 2018, public outreach meetings and pop-up events were held in each of the communities along with Riverfest, July 5 celebration in Bloomfield, and the San Juan County Fair
- In July the online survey was opened to encourage and gather public input on the Plan.
- During the fall months, the consultant worked with the entities to finalize their prioritized improvement lists.
- Comments were received throughout the project from the public, government officials, Technical and Policy Committee members, MPO Staff, and members of NMDOT. Final comments were requested to be submitted by January 11, 2019.
- A 30-day public comment period was advertised on January 27, 2019 through February 25, 2019.

ACTION ITEM

- Staff recommends the Technical Committee consider recommending adoption of proposed PC Resolution 2019-2 regarding the 2019 Bicycle and Pedestrian Plan.

APPLICABLE CITATIONS

- State of New Mexico.
 - **State Law NMSA 67-3-62** requires that provisions for pedestrian, bicycle, and equestrian traffic shall be considered as part of all NMDOT projects.
 - The **New Mexico 2040 Plan** provides guidance to address the long-term needs of New Mexico's transportation system. In particular, the 2040 Plan prioritizes investments among the state-owned transportation facilities and identifies Priority Tiers for the various modes included in the statewide transportation system.

The 2040 Plan places an emphasis on multi-modal transportation as a means of achieving a range of statewide goals and objectives. Among these stated objectives, the 2040 Plan considers the need to "provide multimodal access and connectivity for community prosperity," including making bicycling safer and more feasible on state roads.
- Farmington Metropolitan Transportation Plan.

As quoted in the FMPO's draft *2019 Bicycle and Pedestrian Plan* now under consideration:

In listing goals for the next 25 years, the MTP mentions active transportation as a means for managing traffic congestion, improving accessibility, and promoting healthy living. Equity was also a focus of the 2040 MTP, and the six livability principles as developed by the US Department of Transportation

(USDOT), Housing and Urban Development (HUD), and the Environmental Protection Agency (EPA) were included as part of its goals and policies. In four of the six stated principles, the MPO lists bicycle and pedestrian projects as actionable items that will increase transportation choices and affordable living throughout its communities.

The 2040 MTP was the first MTP issued by the FMPO that utilized the Complete Streets approach, going as far as to add an entire chapter dedicated to the methodology. The MTP also included a prioritized list of regional bicycle and pedestrian transportation improvement projects that were organized by expected completion date. The implementation timeframe of these identified TIP's ranged from 5 years to over 15 years, providing the MPO and its member entities with an organized list of active transportation improvements.

DISCUSSION: Mr. Kiely reported that, along with individual feedback and review, the Technical Committee was the Steering Committee for the document and have been involved throughout the year. On February 13, the Technical Committee recommended to the Policy Committee to consider adoption of the 2019 Bicycle and Pedestrian Plan to the Policy Committee.

Chair Sharer opened the public hearing on Policy Committee Resolution 2019-2. Mr. Mark Pavlik, City of Farmington resident and teacher expressed his support of the expansion of the bike and pedestrian trails and recreational opportunities. He encouraged everyone to work to get buy-in to the Plan at all levels. He recommended informing students and educators of the plan to help spread the word and grow the support.

Chair Sharer added that we cannot simply stop with adopting a new plan. We need to continue the public outreach to ensure the communities know about the plan and take advantage of all the planned opportunities.

Chair Sharer closed the public hearing.

ACTION: Commissioner Sipe moved to approve the proposed Policy Committee Resolution 2019-2 regarding adoption of the 2019 Bicycle and Pedestrian Plan. Councilor Bingham-Kelly seconded the motion. The motion to approve was passed unanimously.

5. QUARTERLY EDUCATIONAL PRESENTATION – A REVIEW OF THE MPO’S PUBLIC PARTICIPATION PLAN (PPP)

Subject:	Quarterly Educational Presentation – A Review of the MPO’s Public Participation Plan (PPP)
Prepared by:	Mary L Holton, AICP, MPO Officer
Date:	February 28, 2019

PRESENTATION

In advance of preparing the MPO's Major Transportation Plan this year, the MPO needs to update its PPP soon so that the MTP's Public Outreach can begin in early summer. Much of the work on the MTP will commence in September in accordance with the UPWP with a planned completion date one year later. The last PPP is enclosed for your review. A copy of the recent Public Involvement Plan adopted by NMDOT will be attached to your agenda email. Best practices will be included in your presentation, and the committee be asked to provide staff with direction and input prior to preparing the draft update.

DISCUSSION: Ms. Holton explained that in preparation for beginning work on the MPO's Major Transportation Plan (MTP) this year, the MPO needs to first update its Public Participation Plan (on Page 7-29 of the Agenda) which was last updated in January 2016. The updated MTP will be due in September 2020.

Along with the MPO's current PPP, Ms. Holton provided copies of NMDOT's Public Involvement Plan adopted in December 2018 and some guidance from FHWA on Virtual Public Involvement. Ms. Holton noted how difficult it can be to get public involvement in developing crucial plans. It is important to develop new and different ways to engage the public.

The last MTP was written by Fran Fillerup during 2014-2015. At that time, the MPO hired a consultant to handle the public outreach for the plan and they produced online maps where people could provide comments on areas of concern, where they would like more trails to be added, as well as noting other ideas. Now with the completed bike/ped plan, that information will be incorporated into the 2045 MTP update.

Ms. Holton asked the Policy Committee to consider ideas for public outreach such as focus meetings, games, videos, or mobile apps. We want to be able to capture and involve the public in the decision-making. Chair Sharer added that he thought that having mobile maps are the way to go and would like to see more of that. Ms. Holton said there are apps already available for this and she would get some information from Nancy Lauro who uses the Strava app in the Durango area.

6. REPORTS FROM NMDOT

District 5 – David Quintana

Mr. Quintana reported on:

- Continuing construction on US 64 continues. As the weather improves, this project will really get moving on this project;
- District 5 is moving forward with plans to redesign the intersection of N36 and NM 371. The District plans to design this intersection project to include signalization in-house and have it "shovel ready" so when funding becomes available, the project is ready to go;
- NMDOT was awarded some safety funds for US 550 between Aztec and the Colorado border. Quite some time ago, NMDOT installed game fencing along a portion of this roadway and many of the landowners in the area were provided with access gates with locks. However, the gates were left open which defeated the purpose of the game fencing. A new project along this stretch will remove the gates and replace them with game guards allowing the game fencing to be more effective;
- The HSIP Safety Committee will begin selecting projects based on how they address safety issues in the most critical areas. A recent consultant study ranked the state and local roads (intersections as well as actual road segments) based on a rankings of Tier I, II, and III. District 5 will be working with local entities through the MPOs to identify project

that best meet the Tier I criteria. The earliest dates for project applications will be 2021 and 2022. Mr. Quintana said there would be more information coming in the next few months.

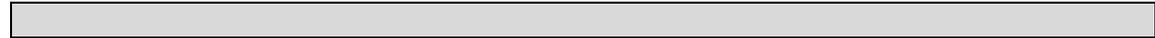
Planning Division – Joe Moriarty

Mr. Moriarty reported that the TAP Scoring Committee will be convening in mid-March to evaluate and analyze the applications that NMDOT received. Notices of award will be issued in late March or early April.

Mr. Moriarty reiterated Ms. Holton’s discussion on updating the MPO’s MTP. MTPs are required to be updated every five years. All projects in the TIP must be included in or consistent with the MTP in order to be eligible for federal funding. More information on developing MTPs will be discussed with the MPOs at the MPO Quarterly scheduled for March 13 in Albuquerque.

7. COMMITTEE MEMBER DISCUSSION ITEMS

Subject:	Committee Member Discussion Items
Date:	February 28, 2019



There were no additional discussion items provided by Policy Committee members for inclusion in the Agenda.

8. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	MPO Staff
Date:	February 28, 2019

INFORMATION ITEMS

- h. Notifications from NMDOT.** Information on NMDOT’s 2019 Annual Hardship Sale and 2019 Annual Public Entity Sale were emailed to Committee Members on February 4. Copies of those two opportunities are also included in the Agenda.
- i. TIP Amendment #6.** Two projects in TIP Amendment #6 will be considered at a Special Policy Committee Meeting at 11:30 a.m. on March 13, 2019 in Council Chambers at Bloomfield City Hall:
 - City of Aztec – Move funding for the Aztec East Arterial from FY18 to FY19, and;
 - San Juan County – Change a control number and funding to reflect a State Capital Outlay award.

- j. **Corrective Action Plan (CAP).** The previous CAP established on 2/23/17 and subsequently amended on 10/27/17 was resolved and is considered closed. However, due to several instances of non-conformance, a new 2019 CAP was established on January 11, 2019 (see attached).
- k. **2019 TIP Amendment Schedule.** In alignment with NMDOT's amendment schedule, a copy of the 2019 FMPO TIP Amendment Schedule is attached for information.
- l. **T/LPA ADA and Title VI Compliance.** As of February 2, 2019, Aztec, Bloomfield, Farmington, and San Juan County are currently in compliance with NMDOT's District 5 T/LPA ADA/Title VI Compliance. Compliance must be in place before the LPA can receive NMDOT funding.

The Town of Kirtland also needs to begin the required compliance reporting (see attached list).

The Town should review/submit:

- ADA Policy for LPAs with fewer than 50 employees
<https://www.adagov/pcatoolkit/chap2toolkit.htm>
- Title VI Policy – To access NMDOT's Title VI Boilerplate, go to:
http://dot.state.nm.us/content/dam/nmdot/OEOP/Title_VIBoilerplate_LGA.pdf
- Letter certifying the LPA has fewer than 50 employees. This letter should include the names and positions of their current employees.
- For additional information, contact Linda Ramos, NMDOT ADA/Title VI Program Coordinator, at linda.ramos@state.nm.us

DISCUSSION: Mr. Kiely and Ms. Holton reported on the following Information Items:

- a. NMDOT sent out two letters: 2019 Annual Public Entity Sale (public entities may purchase surplus automotive and major road equipment from NMDOT), and; 2019 Annual Hardship Sale (use of Local Government Road Fund) for the previous named items for sale. Both sales will be conducted in July in Santa Fe.
- b. There were two requested for changes to be included as part of TIP Amendment #6. The City of Aztec requested to move funding for the East Arterial project from FY18 to FY20, and San Juan County requested to change the control number and funding to reflect a State Capital Outlay Award for the bridge project on CR 5500.

A Special Policy Committee has been called for March 13 at 11:30 a.m.in Bloomfield. The only two items on that agenda will be to consider TIP Amendment #6 and UPWP Amendment #2 that was required for the additional FTA 5303 funding received by the MPO.

- c. The previous Corrective Action Plan (CAP) established on 2/23/17 and subsequently amended on 10/27/17, was resolved and is considered closed. However, due to several instances of non-conformance, a new 2019 CAP was established on January 11, 2019 (copy of CAP attached on Pages 34-36): be more active in managing the TIP and in responding to NMDOT emails. Part of better management of the TIP involved developing the TIP Amendment Schedule that was completed (see Page 37 of Agenda).

d. Also as part of the Agenda (Page 38) is a list of the local entities in compliance with NMDOT's ADA and Title VI requirements. Aztec, Bloomfield, Farmington, and San Juan County are currently in compliance with NMDOT's District 5 T/LPA ADA/Title VI Compliance. Compliance must be in place before the LPA can receive NMDOT funding.

The Town of Kirtland also needs to begin the required compliance reporting (see list). They should review/submit:

- ADA Policy for LPAs with fewer than 50 employees
<https://www.adagov/pcatoolkit/chap2toolkit.htm>
- Title VI Policy – To access NMDOT's Title VI Boilerplate, go to:
http://dot.state.nm.us/content/dam/nmdot/OEOP/Title_VIBoilerplate_LGA.pdf
- Letter certifying the LPA has fewer than 50 employees. This letter should include the names and positions of their current employees.
- For additional information, Acting ADA/Title VI Program Coordinator, Isabel Herrera at ADA.TitleVICoordinator@state.nm.us.

e. A Special Policy Committee will be held at Bloomfield City Hall on March 13 at 11:30 a.m. immediately following the Technical Committee on that day.

9. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Chair Sharer welcomed Mary Holton back as MPO Officer.

Commissioner Sipe thanked everyone for agreeing to the Special Policy Committee in March to address the project changes to the Aztec East Arterial.

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

10. PUBLIC COMMENT ON ANY ISSUES NOT ON THE AGENDA

There was no public comment on any issues not on the agenda

11. ADJOURNMENT

Councilor Bingham-Kelly moved to adjourn the meeting. Commissioner Sipe seconded the motions. The motion was approved unanimously and Chair Sharer adjourned the meeting at 2:20 p.m.

Sean Sharer, Policy Committee Chair

June Markle, Administrative Assistant

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
March 13, 2019

Policy Members Present: Sherri Sipe, City of Aztec
Jeanine Bingham-Kelly, City of Farmington
Sean Sharer, City of Farmington
Julie Baird City of Farmington
Dan Flack (Alt.), Town of Kirtland
Larry Hathaway (Alt.), San Juan County

Policy Members Absent: Curtis Lynch, City of Bloomfield
Lawrence Lopez (Alt.), NMDOT
John Beckstead, San Juan County
Glojean Todacheene, San Juan County

Staff Present: Jeff Kiely, Interim MPO Officer
June Markle, MPO Administrative Assistant

Staff Absent: Mary Holton, MPO Officer

Others Present: None

1. CALL TO ORDER

Chair Sharer called the meeting to order at 11:48 a.m.

2. FFY2018-2023 TIP AMENDMENT #6

Subject:	FFY2018-2023 TIP Amendment #6
Prepared by:	Mary L Holton, AICP, MPO Officer
Date:	March 13, 2019

BACKGROUND

- On February 24, 2019 the 15-day public comment period for Amendment #6 to the FFY2018-2023 Transportation Improvement Program (TIP) began and was posted on the MPO's website.
- The Technical Committee forwarded a recommendation of approval of proposed Amendment #6 at their meeting on March 13.

ACTION ITEM

- The Technical Committee and Staff recommend that the Policy Committee consider approval Amendment #6 to the FFY2018-2023 TIP and the Self-Certification for Amendment #6.

APPLICABLE CITATIONS

- § 450.328 TIP revisions and relationship to the STIP.
- (a) An MPO(s) may revise the TIP at any time under procedures agreed to by the cooperating parties consistent with the procedures established in this part for its development and approval. In nonattainment or maintenance areas for transportation-related pollutants, if a TIP amendment involves non-exempt projects (per 40 CFR part 93), or is replaced with an updated TIP, the MPO(s) and the FHWA and the FTA must make a new conformity determination. In all areas, changes that affect fiscal constraint must take place by amendment of the TIP. The MPO(s) shall use public participation procedures consistent with § 450.316(a) in revising the TIP, except that these procedures are not required for administrative modifications.) After approval by the MPO(s) and the Governor, the State shall include the TIP without change, directly or by reference, in the STIP required under 23 U.S.C. 135. In nonattainment and maintenance areas, the FHWA and the FTA must make a conformity finding on the TIP before it is included in the STIP. A copy of the approved TIP shall be provided to the FHWA and the FTA.
- (c) The State shall notify the MPO(s) and Federal land management agencies when it has included a TIP including projects under the jurisdiction of these agencies in the STIP.

DISCUSSION: Mr. Kiely explained that the Transportation Improvement Plan (TIP) is the list of projects proposed for construction over a four-year period by the MPO and agreed to by NMDOT and FHWA. Many changes to a current TIP project required formal amendments where the MPO Technical and Policy Committees must agree to take action.

There are two projects in the proposed Amendment #6 of the FFY2018-2023 TIP. They are the Aztec East Arterial and San Juan County's CR 5500 Bridge Replacement.

San Juan County's CR 5500 Bridge Replacement amendment is to change the project control number (CN) and funding source to reflect State Capital Outlay Award. The Technical Committee recommended approval to the Policy Committee of this requested change.

Commissioner Sipe explained that the Aztec East Arterial change request is to roll over the current funding from FY18 to FY20 due to delays in obtaining private rights-of-way. She further noted that when the project first began, it was proposed to be a two-lane truck bypass. As the project progressed through the system, changes were requested. The City of Aztec wanted to take over Aztec's Main Street and NMDOT would take over the East Arterial. In order to do that, NMDOT required that the East Arterial be developed into four lanes. This created the right-of-way issues with this project. Recently, the project was found to be still be lacking one piece of

the right-of-way. After delays with the family, their trust, and getting current acceptable NMDOT appraisals, the right-of-way has finally been cleared. Mr. Kiely said that these delays and missed NMDOT deadlines for the project have created the need for this project to be formally amended to move the funding to FY20. The FMPO Technical Committee recommended approval to the Policy Committee of this requested change.

Chair Sharer opened the public hearing. No comments were received. Chair Sharer closed the public hearing.

ACTION: Commissioner Sipe moved to approve Amendment #6 to the FFY2018-2023 TIP and the Self-Certification for Amendment #6. Mr. Hathaway seconded the motion. The motion was passed unanimously.

3. FFY2019-2020 AMENDMENT #2 AND POLICY COMMITTEE RESOLUTION 2019-3

Subject:	FFY2019-2020 UPWP Amendment #2 and Policy Committee (PC) Resolution 2019-3
Prepared by:	Mary Holton, AICP, MPO Officer
Date:	March 13, 2019

BACKGROUND
<ul style="list-style-type: none"> ▪ The MPO maintains a Unified Planning Work Program which sets forth the tasks the MPO will undertake in a given fiscal year. ▪ The Policy Committee approved the MPO’s two-year FFY2019-2020 UPWP on June 28, 2018 and approved the first amendment (administrative) in December 2018. ▪ This second amendment is necessary as NMDOT’s Transit Bureau has informed the MPO that FFY2017 and FFY2018 unexpended 5303 funds will carry-over for use in FFY2019. The MPO has estimated that the carry-over funds total \$116,208.73 (\$92,966.98 in carryover funds plus the required local match of \$23,241.74). While the UPWP amendment addresses some minor changes/corrections, it also proposes to devote the additional funds where possible to the Major Transportation Plan and new Transit Studies. ▪ On February 27, 2019 the 15-day public comment period for Amendment #2 to the FFY2019-2020 Unified Planning Work Program (UPWP) began and was posted on the MPO’s website. ▪ The Technical Committee recommended approval of the proposed amendment and PC Resolution 2019-3 on March 13, 2019.

CURRENT WORK and ATTACHMENTS
<ul style="list-style-type: none"> ▪ A copy of the FTA award letter dated December 26, 2018. ▪ A “red-lined copy” of the proposed revised pages/sections of the current FFY2019-2020 UPWP to be changed by Amendment #2 is enclosed. ▪ Proposed Policy Committee Resolution 2019-3.

**RECOMMENDATIONS, APPLICABLE CITATIONS,
CONSEQUENCES OF NON-COMPLIANCE**

- The Technical Committee and MPO Staff recommends that the MPO Policy Committee consider approval of Amendment #2 to the FFY2019-20 UPWP and Policy Committee (PC) Resolution 2019-3.
- The NMDOT Policy and Procedures Manual requires the submittal of an Amendment on a quarterly basis (March 15; June 15; September 15 (in odd-numbered FFYs); December 15).
- The following citation is applicable: § 450.308 Funding for transportation planning and unified planning work programs. See next page for the citation.
- Consequences of not following this citation: The MPO would be in violation of § 450.308. NMDOT would likely add the violation to the MPO's Corrective Action Plan (CAP) which would extend the CAP and potentially delay reimbursements to the fiscal agent.
- §450.308 Funding for transportation planning and unified planning work programs.
 - (a) Funds provided under 23 U.S.C. 104(d), 49 U.S.C. 5305(d), and 49 U.S.C. 5307, are available to MPOs to accomplish activities described in this subpart. At the State's option, funds provided under 23 U.S.C. 104(b)(2) and 23 U.S.C. 505 may also be provided to MPOs for metropolitan transportation planning. At the option of the State and operators of public transportation, funds provided under 49 U.S.C. 5305(e) may also be provided to MPOs for activities that support metropolitan transportation planning. In addition, an MPO serving an urbanized area with a population over 200,000, as designated by the Bureau of the Census, may at its discretion use funds sub-allocated under 23 U.S.C. 133(d)(4) for metropolitan transportation planning activities.

(b) An MPO shall document metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 in a unified planning work program (UPWP) or simplified statement of work in accordance with the provisions of this section and 23 CFR part 420.

(c) Except as provided in paragraph (d) of this section, each MPO, in cooperation with the State(s) and public transportation operator(s), shall develop a UPWP that includes a discussion of the planning priorities facing the MPA. The UPWP shall identify work proposed for the next 1- or 2-year period by major activity and task (including activities that address the planning factors in §450.306(b)), in sufficient detail to indicate who (e.g., MPO, State, public transportation operator, local government, or consultant) will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds.

(d) With the prior approval of the State and the FHWA and the FTA, an MPO in an area not designated as a TMA may prepare a simplified statement of work, in cooperation with the State(s) and the public transportation operator(s), in lieu of a UPWP. A simplified statement of work shall include

a description of the major activities to be performed during the next 1- or 2-year period, who (e.g., State, MPO, public transportation operator, local government, or consultant) will perform the work, the resulting products, and a summary of the total amounts and sources of Federal and matching funds. If a simplified statement of work is used, it may be submitted as part of the State's planning work program, in accordance with 23 CFR part 420.

(e) Arrangements may be made with the FHWA and the FTA to combine the UPWP or simplified statement of work with the work program(s) for other Federal planning funds.

(f) Administrative requirements for UPWPs and simplified statements of work are contained in 23 CFR part 420 and FTA Circular C8100, as amended (Program Guidance for Metropolitan Planning and State Planning and Research Program Grants).

DISCUSSION: Mr. Kiely stated that the Unified Planning Work Program (UPWP) is the list of work job tasks that FMPO Staff plan to work on during the two-year program period. This proposed amendment is to allow the carryover of FFY2017 and FFY2018 unexpended FTA 5303 funding. (A red-lined copy showing the proposed changes to the current UPWP is on Pages 13-50 of the Agenda). The MPO has been allowed to carry-forward this additional amount of \$116,208.73 into the present budget with added spending justification for the additional monies. Mr. Kiely said the majority of the additional funds will be used for consulting services and the public involvement plan process in developing the 2045 MTP.

Chair Sharer opened the public hearing. The only public comment was a proposed change to Paragraph 3 under Task 4.1 in Amendment #2 to the UPWP. Ms. Markle read the change proposed by Ms. Holton and requested by MPO Planning Liaison, Joseph Moriarty:

The 2045 Metropolitan Plan is due for adoption in September 2020. A full year is planned to be utilized to prepare this Plan, meaning that work should begin no later than September 2019. The FTA carry-over funds represented in FFY19 Q2 Amendment #2 should assist the MPO to utilize the services of consultants in preparing the MTP. Performance Measures and related reports are required to be adopted as required by FHWA and included in the 2045 MTP.

There were no additional public comments. Chair Sharer closed the public hearing.

Mr. Kiely reported that FMPO Staff and the Technical Committee recommend that the Policy Committee consider approval of Amendment #2 to the FFY2019-2020 UPWP.

ACTION: Commissioner Sipe moved to approve the proposed Amendment #2 to the FFY2018-2023 UPWP and proposed Policy Committee Resolution 2019-3 with the changes as noted. Councilor Bingham-Kelly seconded the motion. The motion was passed unanimously.

4. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Mr. Kiely reported that Corin Hooper, who was initially interviewed for the MPO Officer position, has accepted the MPO Planner position. Mr. Hooper expressed some concern with whether the Planner position would be challenging enough for him. Mr. Kiely spoke to the benefits of and opportunities in this dynamic and vibrant community, MPO projects that have yet to be explored, along with the opportunity to potentially be considered in the future for the MPO Officer position.

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

5. PUBLIC COMMENT ON ANY ISSUES NOT ON THE AGENDA

There was no public comment on any issues not on the agenda

6. ADJOURNMENT

Mr. Hathaway moved to adjourn the meeting. Commissioner Sipe seconded the motion. The motion was approved unanimously. Chair Sharer adjourned the meeting at 12:07 p.m.

Sean Sharer, Policy Committee Chair

June Markle, Administrative Assistant