

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
January 10, 2018

Technical Members Present: Steven Saavedra (Alt.), City of Aztec
Jason Thomas, City of Bloomfield
Virginia King, City of Farmington
Cindy Lopez, City of Farmington
Andrew Montoya, Red Apple Transit Manager
Fran Fillerup, San Juan County

Technical Members Absent: Bill Watson, City of Aztec
Paul Brasher, District 5, NMDOT

Staff Present: Mary Holton, MPO Officer
Derrick Garcia, MPO Associate Planner
June Markle, MPO Administrative Assistant

Staff Absent: None

Others Present: Dan Flack, Representative from Town of Kirtland
Somie Chavez, FMPO Planning Liaison, NMDOT
Larry Hathaway, San Juan County

1. CALL TO ORDER

Mr. Fillerup called the meeting to order at 10:02 a.m.

2. APPROVE THE MINUTES FROM THE DECEMBER 13, TECHNICAL COMMITTEE MEETING

Ms. C. Lopez moved to approve the minutes from the December 13, 2017 Technical Committee meeting. Mr. Thomas seconded the motion. The motion to approve the minutes passed unanimously.

3. ANNUAL ELECTION OF OFFICERS

Subject:	Annual Election of Officers
Prepared by:	Derrick Garcia, MPO Associate Planner
Date:	January 10, 2018

BACKGROUND
▪ At the first meeting of the New Year, the Technical Committee selects the Chair and Vice-Chair from their membership who will serve until the next annual election.

- The Chair presides over the meeting and is responsible for the other duties outlined in the Committee Bylaws and Operating Procedures document.
- The Vice-Chair presides over the meetings in the absence of the Chair.
- Current Chair (Fran Fillerup); current Vice-Chair (Jason Thomas).

ELECTION

- Elections will take place to select a Chair and Vice-Chair for the Technical Committee for 2018.

ACTION ITEM

- It is recommended that the Technical Committee accept nominations and vote to elect the Chair and Vice Chair for 2018.

DISCUSSION & ACTION: Mr. Fillerup asked for nominations for MPO Technical Committee Chair for 2018. Ms. C. Lopez nominated Jason Thomas. Mr. Thomas said he needed to respectfully decline the nomination due to work constraints. Mr. Fillerup asked if he would be willing to serve as Vice Chair and Mr. Thomas said he would be willing to serve in that capacity. Mr. Fillerup nominated Cindy Lopez for Committee Chair. Mr. Thomas seconded the nomination. There were no other nominations for Technical Committee Chair. The vote to elect Ms. C. Lopez as Chair of the MPO Technical Committee was unanimous.

Mr. Fillerup asked for nominations for MPO Technical Vice Chair for 2018. Ms. C. Lopez nominated Jason Thomas. Mr. Fillerup seconded the nomination. There were no other nominations for Technical Committee Vice Chair. The vote to elect Mr. Thomas as Vice Chair of the MPO Technical Committee was unanimous.

Ms. C. Lopez took over to Chair the remainder of the meeting.

4. NATIONAL PERFORMANCE MANAGEMENT MEASURES FOR HIGHWAY SAFETY IMPROVEMENT PROGRAM

Subject:	National Performance Management Measures for Highway Safety Improvement Program
Prepared by:	Derrick Garcia, MPO Associate Planner
Date:	January 3, 2018

BACKGROUND

- 23 CFR §490 Subpart B - *National Performance Management Measures for Highway Safety Improvement Program (see attached).*
- The FHWA requires that MPOs establish targets for five (5) safety performance measures for all public roads in the MPO planning area within 180 days after the State establishes each target.
- The five Performance Measures to be considered are:
 - Number of Fatalities

- Rate of Fatalities per 100 Million VMT (Vehicle Miles Traveled)
- Number of Serious Injuries
- Rate of Serious Injuries per 100 Million VMT (Vehicle Miles Traveled)
- Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries
- MPOs may: Agree to support State target OR establish specific numeric targets for a safety performance measure (number or rate).
- Reporting is done on an annual basis, leaving the choice to adopt State standards vs. establish MPO specific targets up to the MPO Policy Committee each year.

CURRENT ISSUES

- FMPO Policy Committee action is due no later than February 27, 2018.

ACTION ITEM

- Hold a public hearing on the Safety Performance Measure Targets and the proposed PC Resolution 2018-1.
- Consider recommending approval of the Safety Performance Measure Targets and proposed Policy Committee Resolution 2018-1.

APPLICABLE CITATIONS

Requirement for MPOs to establish performance targets for Federal-aid highway measures and public transportation established by USDOT.

- 23 USC 134(h)(2)
- 49 USC 5303(h)(2)
- 49 USC 5304(d)(2)

Requirements to include discussion in the metropolitan and statewide improvement program as to how the planned program will achieve the targets set by the State and MPO:

- 23 USC 134(j)(2)(D)
- 23 USC 135(g)(4)
- 49 USC 5303(j)(2)(D)
- 49 USC 5304(g)(4)

DISCUSSION: Mr. Garcia stated that he had first introduced the National Performance Management Measures for Highway Safety Improvement to the Technical Committee in December. He asked if the members had any questions so far about the standards. Ms. C. Lopez noted that she had asked Staff for clarification on several items. Mr. Garcia said he would then provide a general summary of the targets.

The Federal Highway Safety Administration (FHWA) in 23 CFR §490 Subpart B - *National Performance Management Measures for Highway Safety Improvement Program* requires MPOs to establish safety targets for five measures:

- Number of Fatalities
- Rate of Fatalities per 100 Million VMT (Vehicle Miles Traveled)

- Number of Serious Injuries
- Rate of Serious Injuries per 100 Million VMT (Vehicle Miles Traveled)
- Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries

Mr. Garcia stated that Staff is asking the Technical Committee to consider recommending adoption of the state's targets or adopt MPO specific numeric targets. He explained that the reporting for performance measures will be approved annually by the Policy Committee so this will allow a selected method to be changed.

Mr. Garcia referred to Page 13 of the Agenda which detailed NMDOT's published targets. These standards or the MPO's own numeric targets must be adopted and published by February 27, 2018. Pages 14-16 of the Agenda provide details on each of the five required measures identified by NMDOT and the justification for that measure.

Ms. C. Lopez said that she supported adoption of the state standards. She had a question on how VMTs were calculated and measured and its significance. Mr. Garcia explained that VMT is a national standard for measuring vehicular traffic in a geographical area and then explained the process for the VMT calculation. Mr. Garcia said that the VMTs are calculated using prior data or projecting anticipated volumes. There are no active, current VMT numbers. By adopting NMDOT's measures, the MPO would be adopting statewide numbers and not reporting specific MPO numbers. Any planned projects would be in support of the state standards/measures.

Ms. C. Lopez opened the public hearing on Safety Performance Measure Targets and proposed PC Resolution 2018-1. No comments were offered. The public hearing was closed.

ACTION: Mr. Thomas moved to recommend approval of the Safety Performance Measure Targets and proposed Policy Committee Resolution 2018-1. Mr. Saavedra seconded the motion. The motion was approved unanimously.

6. STATUS OF TIP PROJECTS

Subject:	Status of TIP Projects
Prepared by:	Derrick Garcia, MPO Associate Planner
Date:	January 3, 2018

TRACKING INFORMATION (2018-2023 TIP)	
<ul style="list-style-type: none"> ▪ Local Agreement Status (ARF) ▪ ROW Certification ▪ Design Completion 30 - 60 - 90% ▪ Environmental Certification ▪ Utilities Certification ▪ Railroad Certification ▪ Archeology Certification 	<ul style="list-style-type: none"> ▪ ITS/Sys ENG Certification ▪ Public Involvement Certification

EXISTING PROJECTS IN FFY2018-2023 TIP

City of Aztec

- East Arterial Route, Phase II (F100091)

City of Bloomfield

- East Blanco Bridge

City of Farmington

- 20th Street Phase III (F100132)
- Foothills Drive Enhancements Phase II (F10099)
- Anesi Trail (F100221)
- East Pinon Hills Blvd Extension Phase I (F100100)
- East Pinon Hills Blvd Extension Phase II
- Red Apple Transit Capital/Operating (TF00001)

San Juan County

- Kirtland Schools Walk Path System (F100270)
- Bridge Improvement CR 5500 Bridge #8130
- East Pinon Hills Blvd Extension Phase III
- Glade Run Recreation Area Trails (F100240)

New Mexico Department of Transportation

- US 64 Phase V (F100112)
- US 64 Phase VI (F100113)
- NM 173 (F100170)

DISCUSSION ITEM

- This is a discussion item only. Committee members will have an opportunity to provide feedback regarding TIP project status and details.

DISCUSSION: The Technical Committee members provided updates for their TIP projects:

Aztec East Arterial

Mr. Saavedra reported that the City of Aztec is finalizing the appraisals with the property owners adjacent to the Arterial. The PS&E is anticipated to be scheduled for May or June. The City of Aztec is hopeful that the state legislature will still come through with the earlier identified state road funds for the project.

East Blanco Bridge

Mr. Thomas reported that the City of Bloomfield is still awaiting clarification on the utility right-of-way certification for this project. They also are continuing to try to close out the comments given during the 60% review. A letter on this issue was sent to Mr. Brasher in December and the City of Bloomfield is waiting to hear back on that.

20th Street-Phase III

Ms. King reported that the City of Farmington has not received the signed cooperative agreement from NMDOT. The design bid documents for the RFQP process are ready.

Foothills-Phase II

Ms. King believed the cooperative agreement for this project has been received by the City of Farmington. They are working with Brad Fisher regarding the state and federal funding for this project.

Anesi Trail

No update

East Pinon Hills Blvd Extension-Phases I and II

No updates.

Red Apple Transit

Mr. Montoya reported that the Farmington City Council just approved the proposal by KH Group for the operational analysis for relocating the transit hub.

Kirtland Schools Walk Path

Mr. Fillerup reported that the PS&E for this project is scheduled for January 23.

Bridge on CR5500

The contract for this project has been given to the attorney for review.

East Pinon Hills Blvd Extension-Phase III

This project remains at 60% design and San Juan County is working with the engineering firm on the next steps for this project.

Glade Run Recreation Area

The cooperative agreement from NMDOT was just received. This will be added to an upcoming County Commission agenda for consideration.

US 64-Phases V & VI

There was no representative from NMDOT District 5 in attendance at the meeting. Somie Chavez had no information on this project.

NM 173

There was no representative from NMDOT District 5 in attendance at the meeting. Somie Chavez had no information on this project.

6. BOARD TRAINING - ROLE OF THE TECHNICAL COMMITTEE TO THE POLICY COMMITTEE

Subject:	Board Training - Role of the Technical Committee to the Policy Committee
Prepared by:	Mary Holton, AICP, MPO Planner
Date:	January 10, 2018

BACKGROUND

- The UPWP requires that Technical and Policy Committee trainings be conducted quarterly.
- Finding #7 of the MPO's Corrective Action Plan was amended in late October to include: "FMPO has been directed to prepare and present specifically to the Technical Committee on their role to the Policy Committee. This training will be developed by the MPO Office, to include applicable CFRs, and will be provided during Q2 of FFY2018".
- This presentation is the result of this direction.

CURRENT WORK

- A presentation will be provided by the MPO Officer, Mary Holton, at the Technical Committee meeting in January 2018.
- Additional information is attached and provided in handouts.

INFORMATION ITEM

- Information only.

DISCUSSION: Ms. Holton presented a training to the Technical Committee members on their role to the Policy Committee. She stated that this training was in response to Finding #7 on the Correction Action Plan (CAP) amended in late October 2017. This Finding required the MPO Officer to prepare and present in the second quarter of 2018 a training on the role of the Technical Committee to the Policy Committee.

Ms. Holton provided excerpts from the JPA and the Committee Bylaws as well as a copy of her PowerPoint presentation. Following is a summary of her presentation:

- Excerpt from the JPA (Page 3): "An MPO Technical Committee shall be formed to act as technical advisors to the MPO Policy Committee"...
- Excerpts from the Committee Bylaws:
 - "The committee acting as technical advisors to the Policy Committee shall"...
 - "...shall be responsible for providing technical review of all transportation plans"...

Ms. Holton also reviewed the provided sections from 23 USC § 134 of Federal law which states:

- "Metropolitan Planning Organization - The term 'metropolitan planning organization' means the policy board of an organization created as a result of the designation process in subsection (d)"...

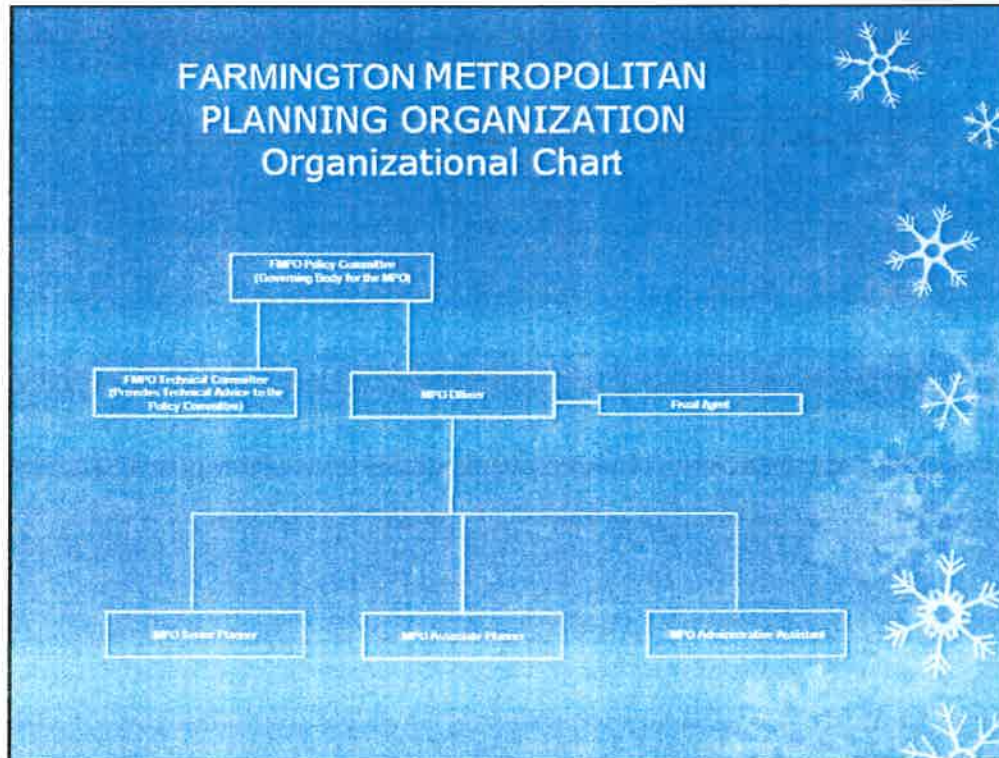
Federal law under 23 USC § 134, states that metropolitan transportation planning provides the following definition for a metropolitan planning organization:

The term "metropolitan planning organization" means the policy board of an organization designated as an MPO.

Ms. Holton explained further that the Policy Committee is the governing board for the MPO.

Page 48 of the NMDOT Planning Procedures Manual states: "Technical Advisory Committees - the membership of these committees usually includes city/county/tribal engineers, road managers, and planning staff. They function as an advisory group, which reviews and makes recommendations on actions and information that is to be presented to the Policy Committee."

Ms. Holton also shared the FMPO Organizational Chart (see below):



The Chart shows the Policy Committee as the governing body. The Technical Committee advises the Policy Committee on technical matters and the MPO Officer and staff report to the Policy Committee.

Mr. Fillerup asked if the minutes from Technical Committee meetings are shared with the Policy Committee or how is the work of the Technical Committee conveyed to the Policy Committee. Ms. Holton said that all the committee meeting minutes are posted on the MPO's website and draft meeting minutes have periodically been provided directly to the Policy Committee has part of their meeting agendas.

Ms. Holton said that having a liaison from each committee who would interact with the other could be extremely beneficial. Mr. Fillerup recommended that when Technical Committee discusses topics of interest to the Policy Committee, they consider whether to ask that those minutes or sections thereof be provided to the Policy Committee. Ms. C. Lopez commented that when a formal recommendation is made

from the Technical Committee, that recommendation is included in the Policy Committee staff report for their next meeting.

7. NMDOT REPORTS

District 5 - Paul Brasher

There was no representative from District 5 present at the meeting.

Planning Bureau - Somie Chavez

Ms. Chavez reported that the peer report for the travel model improvement program is available on the FHWA website. She said she could provide that link to those interested.

Mr. Fillerup asked if Ms. Chavez or someone from District 5 could provide any information on talk within the legislature on what to do with their extra \$199,000,000 and if there has been any discussion about road maintenance. Ms. Chavez said she would check into this and get back with Staff with any available information.

8. COMMITTEE MEMBER DISCUSSION ITEMS

Subject:	Committee Member Discussion Items
Date:	January 10, 2018

DISCUSSION ITEMS

No discussion items were presented to MPO Staff by Committee Members for this Agenda Item.

9. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	Mary Holton, AICP, MPO Officer and Derrick Garcia, MPO Associate Planner
Date:	January 10, 2018

INFORMATION ITEMS

- a. **Status Report on Adding Kirtland to the MPO.** The Town's Board of Trustees voted on December 12, 2017 to become a member of the MPO. The JPA and Bylaws will require revisions to add Kirtland. The Policy Committee will begin that process with staff at their meeting on January 25.
- b. **LTAP Training.** Staff has looked into the question of when LTAP will hold another project "complete timeline" course. UNM LTAP did not have an exact

date in mind, but said it is willing to work with the local government and the FMPO on holding trainings in the Farmington area to become more accessible to the local governments in San Juan County.

- c. **New Technical Committee Member.** The City of Farmington has named Virginia King to be their representative for outgoing committee member, David Sypher. Nica Westerling will remain as the alternate.
- d. **Status Report on Best Practices Regarding Project Prioritization Methods.** In anticipation of a future amendment to the MTP, Staff has been researching best practices for project prioritization methods. An update on best practices will be presented in February.

DISCUSSION: a. As noted above, the Town's Board of Trustees voted on December 12, 2017 to become a member of the MPO. Revisions to the JPA and Bylaws will be needed and that process will begin at the January 25 Policy Committee meeting. Mr. Garcia introduced Dan Flack who is a contract engineer with the Town of Kirtland.

b. Mr. Garcia reported that UNM LTAP has no specific schedule for upcoming training. Mr. Joshua Johnson with UNM offered to hold the training, once scheduled, in San Juan County. The Technical Committee members agreed that they would like to make UNM aware now of their desire to have the training held in San Juan County

c. Virginia King has been named as a representative for the City of Farmington replacing David Sypher.

d. Best practices regarding project prioritization methods will be presented to the Technical Committee by Staff in February.

10. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Ms. C. Lopez welcomed Ms. King to the Technical Committee.

Mr. Fillerup asked if there was any update on the NWNMCOG taking over MPO operations in some capacity. Ms. Holton said that the last discussions were with the Policy Committee in November. The proposal to designate the NWNMCOG as the fiscal agent has been withdrawn due to cash flow issues. The City of Farmington will continue as the fiscal agent for the MPO, but they are exploring subcontracting the management of the MPO to the NWNMCOG. Ms. Holton said that meetings with Jeff Kiely, the NWNMCOG Executive Director are upcoming.

Mr. Saavedra asked if traffic count data from traffic counts taken last fall would be made available. Mr. Garcia replied that there had been some issues and delays in NMDOT's upload of the counts to make them official. He said that information can be available for the committee at the next meeting.

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

11. PUBLIC COMMENT ON ANY ISSUES NOT ON THE AGENDA

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

12. ADJOURNMENT

Mr. Montoya moved to adjourn the meeting. Mr. Fillerup seconded the motion. The motion was passed unanimously and Ms. C. Lopez adjourned the meeting at 10:30 a.m.


Cynthia Lopez, Chair


June Markle, Administrative Assistant