

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
May 9, 2018

Technical Members Present: Steven Saavedra, City of Aztec
Jason Thomas, City of Bloomfield
Cindy Lopez, City of Farmington
Virginia King, City of Farmington
Paul Brasher, District 5, NMDOT
Fran Fillerup, San Juan County

Technical Members Absent: Andrew Montoya, Red Apple Transit Manager

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

Staff Absent: None

Others Present: Nancy Lauro, Russell Planning & Engineering (via phone)
Andrew DiParillo, City of Aztec
Taylor Clem, City of Farmington
Shannon Glendenning, Planning Liaison, NMDOT

1. CALL TO ORDER

Cindy Lopez called the meeting to order at 10:02 a.m.

2. APPROVE THE MINUTES FROM THE APRIL 11, 2018 TECHNICAL COMMITTEE MEETING

Mr. Thomas moved to approve the minutes from the April 11, 2018 Technical Committee meeting. Mr. Saavedra seconded the motion. The motion to approve the minutes passed unanimously.

3. REPORT ON THE FMPO BICYCLE & PEDESTRIAN PLAN UPDATE

Subject:	Report on the FMPO Bicycle & Pedestrian Plan Update
Date:	May 9, 2018

MONTHLY REPORT

Ms. Nancy Lauro, AICP and Senior Planner with Russell Planning & Engineering will call in monthly with a report on the FMPO Bicycle & Pedestrian Plan Update.

While waiting for Ms. Lauro to be able to access the GoTo Meeting, the Technical Committee moved on to Agenda Item #4. At the conclusion of that item, discussion returned to the monthly report on the FMPO Bicycle & Pedestrian Plan Update with Ms. Lauro.

PRESENTATION: Ms. Lauro reported on some outreach with the Safe Routes to School program and the National Bike/Walk to School Day. Mesa Verde Elementary is the only local school participating today, but the plan is to get the schools involved in the Bike/Ped Plan Update by having students and parents map out their daily route to school. Ms. Lauro will be contacting the other elementary schools in the community to see who would be willing to distribute the map to their students and parents. A sample of the map developed was provided to the Technical Committee.

The website consultant has begun working on the website and Ms. Lauro said she hoped to have that available by the end of the week. The website link will be added to future versions of the map and a flyer is also being developed for distribution

Ms. Lauro also mentioned the public outreach planned for RiverFest over the Memorial Day weekend. Ms. Holton confirmed that the MPO would have a booth during RiverFest to distribute flyers, publicize the bike/ped plan work, and provide information about how the community can participate in the update to the plan. Ms. Holton also asked for volunteers to help staff the booth and hoped some of the committee members might be available to assist.

Ms. Lauro said that she and Mr. Garcia have set up a drop box folder for the sharing of information and that has been working well.

4. FFY2018-2023 TIP AMENDMENT #3

Subject:	FFY2018-2023 TIP Amendment #3
Prepared by:	Derrick Garcia, MPO Associate Planner
Date:	May 9, 2018

BACKGROUND

- On May 9, 2018, the 15-day public comment period for Amendment #3 to the FFY2018-2023 Transportation Improvement Program (TIP) will begin.
- The Technical Committee will consider recommending approval of the amendment to Policy Committee at their meeting on May 9, 2018.
- The proposed amendment will be published on the MPO's website and advertised with the Daily Times on 5/9/2018.

TIP PROJECTS PROPOSED TO BE AMENDED

- F100170 - NM 173 Safety Improvements (NMDOT)
- F100240 - Glade Run Recreation Area Trails (San Juan County)
- F100310 - NM 170 (NMDOT)

ACTION ITEM

- Staff recommends that the Technical Committee forward a recommendation of approval of Amendment #3 to the FFY2018-2023 TIP to the Policy Committee.

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. Garcia reported that this was the third amendment for the FFY218-2023 Transportation Improvement Program (TIP). The required 15-day public noticing began today, May 9, 2018, with approval to be considered by the Policy Committee on May 24, 2018.

The three projects included in Amendment 3 to the FFY2018-2023 TIP are:

- F100170 - NM 173 Safety Improvements (NMDOT): HSIP funding obligated for the project, funding amounts being increased slightly, the project has been moved out of the planning years of the TIP and into FFY2021;
- F100240 - Glade Run Recreation Area Trails (San Juan County): the project is being pushed back one year to allow for environmental review, design, and construction over two years;
- F100310 - NM 170 (NMDOT): this is a new pavement rehabilitation project scheduled for years 2020 and 2021 from milepost 2 to 8, and funding increased to a total of \$5,620,000.

Mr. Garcia referred to Pages 4-11 of the Agenda for details on each of the projects.

Mr. Fillerup asked how the proposed project on NM 170 related to the chip sealing done on it last year. Mr. Brasher stated that project did not include any widening of the roadway, but shoulders will be added in those areas where it is missing, the pavement will be rehabbed, and striping will be added. NMDOT is currently working on the narrowest, worst section, but once it is fully completed, it will stretch the entire length of the roadway from US 64 to the Colorado State line.

Ms. Lopez opened the public hearing. There were no public comments received. Ms. Lopez closed the public hearing.

ACTION: Mr. Fillerup moved to recommend approval of Amendment #3 to the FFY2018-2023 TIP to the Policy Committee. Mr. Thomas seconded the motion. The motion was passed unanimously.

5. FFY2019-2020 PROPOSED UNIFIED PLANNING WORK PROGRAM (UPWP)

Subject:	FFY2019-2020 Proposed Unified Planning Work Program (UPWP)
Prepared by:	Mary Holton, AICP, MPO Officer
Date:	May 9, 2018

BACKGROUND

- The Unified Planning Work Program (UPWP) is the MPO's work plan for two federal fiscal years. The UPWP pairs the MPO's required work tasks/products with the MPO's anticipated funding.
- The FFY2019-2020 UPWP will cover planning activities and work products to be completed from October 1, 2018 to September 30, 2020.
- Based on the Planning Procedures Manual (PPM), the MPO needed to provide a draft UPWP to NMDOT in late April, and have that draft reviewed for a recommendation/approval by the Committees in June.
- This month, we are asking both Committees to review the draft of the FFY2019-2020 Unified Planning Work Program, providing us with input. A copy of the most current draft is enclosed.
- A 30-day public comment period was noticed from April 22, 2018 to May 21, 2018. This notice has now been extended into June.
- On page 9 of the document, there are five (5) major work program tasks listed as headings. These headings are pretty much standardized amongst MPOs. Subtasks are listed below. You should be aware that the same numbering system is utilized in the MPO's quarterly invoicing system and in our financial reports, including the Annual Performance & Expenditure Report (APER), which we prepare and submit at the end of every FFY.

CURRENT WORK

- Annual activities in the UPWP include administering the MPO's programs, TIP development and management, development of performance measures, GIS activities, Safe Routes to School activities, transit data collection and mapping.
- Major activities for the FFY2019-2020 UPWP will include the preparation and completion of the 2045 MTP Update, the completion of the Bike & Ped Update, land-use and transportation scenario planning activities, and travel demand modeling updates.
- Per NMDOT direction, staff projects that FHWA PL funds of \$228,637 and FTA 5303 funds of \$72,856 (both including local matches) for each of the two (2) federal fiscal years will be available. Those numbers are subject to change.
- The proposed UPWP anticipates the transition from the City of Farmington to the NWNMCOG for the management of the MPO, expected changes in personnel, as well as changes currently proposed in the JPA to the local matches.

INFORMATION ITEM

- It is recommended that the Technical Committee provide staff with input on the proposed UPWP. We also ask that the meeting be opened up for public comments.

DISCUSSION: Ms. Holton reported that the Unified Planning Work Program (UPWP) drives the work products and tasks of the MPO and is required by FHWA and NMDOT.

Funding levels for FFY2019 and 2020 are projected to be at the current FFY2018 level of \$301,493. Ms. Holton directed the committee members to Page 45 and 46 of the Agenda, the Budget Summary pages for the FFY19 and FFY20. The master list of work program tasks is shown on Page 23 of the Agenda. This list is used for logging staff hours as well as for each quarterly NMDOT invoice.

Ms. Holton referred to Page 13 of the Agenda the Current Work section that lists the annual work activities along with the major activities upcoming in FFY2019 and 2020. Some of those major activities include: the preparation and completion of the 2045 MTP Update, the completion of the Bike & Ped Update, land-use and transportation scenario planning activities, and travel demand modeling updates.

Ms. Holton stated that funding for the bike/ped plan update was limited. The FMPO had earmarked \$60,000 for the update; however, by extending the plan over two federal fiscal years, was able to negotiate spending \$73,000. In order to keep the cost low, the regional map was not going to be produced. In working with Taylor Clem and Derrick Garcia, it was determined that similar information and data could be made available online and for download. Staff will work with the entities to get this information on line for the region.

Ms. Holton referred to Appendix C on Page 48 of the Agenda, which was a summary of anticipated consultant and vendor services.

Ms. Holton asked the Technical Committee members to provide their input and additional comments are expected from NMDOT. At the June meeting, Ms. Holton will

highlight only those items that have changed and Staff will be seeking a recommendation of approval by the Technical Committee at that meeting.

Following are some of the questions raised by the Technical Committee and Ms. Holton's responses:

- If the NWNMCOG takes over administration of the FMPO, will additional changes be needed.

Those potential changes have already been incorporated. The proposed Intergovernmental Services Agreement (ISA) would require the COG to complete all the required UPWP tasks, as well as any other NMDOT-required tasks.

- Noted changes/additions to membership roster.

The proposed FFY2019-2020 UPWP has been prepared with the addition of Kirtland into the MPO. Additionally, looking at per capital numbers and entity financial support, the proposed number of members for Farmington and San Juan County for both Technical and Policy Committees have both been increased by one each.

- Is there a summary on how much is annually proposed to be spent on vendor/consultant services?

Appendix A shows the available financial resources from NMDOT and the entities (a total of \$301,493.05) along with the list of tasks and the estimated cost for each. To look at further detail of the FMPO costs, Tasks 1-4 of the UPWP were reviewed:

Task 1 (Page 24 of the Agenda) - shows anticipated staff hours and expenses; no consultant costs in either FFY19 or 20;

Task 2 (Page 29 of the Agenda) - this remains static as moving to the eSTIP program has made setting up and managing the TIP much easier;

Task 3 (Page 31 of the Agenda) - NMDOT is preparing to take over the traffic count program statewide;

Task 4 (Page 36 of the Agenda) - this task and the development of the 2045 MTP will be the focus for FFY19 and 20; more consultant expenses are expected for this Task.

Ms. Holton reminded the committee members that anything in the UPWP can be adjusted and changes made as needed.

Ms. Lopez opened the floor for public comments/questions. No audience comments were made.

6. STATUS OF TIP PROJECTS

Subject:	Status of TIP Projects
Prepared by:	Derrick Garcia, MPO Associate Planner
Date:	May 9, 2018

BACKGROUND

- The STIP Protocols, finalized in early 2014, require that each MPO shall develop a process to monitor the progress and status of each project in the first two years of the TIP. These monthly reviews help correct inconsistencies in the TIP, STIP, the MPO's MTP, Agreement Request Forms (ARFs), etc.
- The next scheduled TIP Amendment cycle begins next month.
- FFY2018-Q3 TIP amendment requests will be due to Staff no later than May 1, 2018. The amendment will be considered by the Technical Committee on May 9 and then by Policy Committee on May 24th.

TRACKING INFORMATION (2018-2023 TIP)

Local Agreement Status (ARF) ROW Certification Design Completion 30 - 60 - 90% Environmental Certification Utilities Certification Railroad Certification Archeology Certification	ITS/Sys ENG Certification Public Involvement Certification
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PROJECTS CURRENTLY ON FMPO TIP

- Aztec
F100091 - East Aztec Arterial Phase II
- Bloomfield
F100300 - East Blanco Bridge
- Farmington
F100099 - Foothills Drive Enhancement Phase II
F100100 - East Pinon Hills Blvd Extension Phase I
F100101 - East Pinon Hills Blvd Extension Phase II
F100132 - 20th Street Phase III
F100221 - Anesi Trail and Pedestrian Bridge
TF00001 - Red Apple Transit
- San Juan County
F100021 - East Pinon Hills Blvd Extension Phase III
F100240 - Glade Run Recreation Area Trails
F100270 - Kirtland Schools Walk Path System
F100290 - CR 5500 Bridge Replacement
- NMDOT
F100112 - US64 Phase V
F100113 - US64 Phase VI

CURRENT WORK

- Top Regional Priority Projects
 - East Arterial Route Phase II-
 - Pinon Hills Boulevard Bridge Phases I & II
 - Kirtland School Walk Path System
- Surface Transportation Program Funds (STP) - funds can be used to repair structurally deficient bridges.

- Integration of all FMPO TIP projects on to new eSTIP website.
- Public eSTIP website can be viewed at <https://estip.dot.state.nm.us/>

INFORMATION ITEM

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

DISCUSSION: Mr. Garcia stated that, going forward, he would be providing the actual listings and current status for each project from the eSTIP (see Pages 54-61). Mr. Garcia asked the Technical Committee members for their project updates:

East Aztec Arterial

Mr. Saavedra reported that, as of last week, Wilson Engineering had met with property owners and the appraisal group. The appraisal report has been approved by NMDOT. One issue raised by the property owners was access and Wilson Engineering is working with them on this concern.

East Blanco Bridge

Mr. Thomas stated that he would be traveling to Santa Fe next week to meet with NMDOT's right-of-way division and hold the kick-off meeting.

Foothills Drive Enhancement

Ms. King reported an issue with the right-of-way that may delay this project. The City of Farmington will be submitting a request to move the TAP funds for FY2019. The 30/60 review was completed with NMDOT on Monday. The 90% review will probably be two months out.

East Pinon Hills Blvd Extension (Phases I & II)

Ms. King had no report on this project.

20th Street

It is expected that Russell Planning & Engineering will be contracted to do the design work for this Phase III. This is going before City Council for award on May 15.

Anesi Trail & Pedestrian Bridge

As part of the recent bond refinancing by the City of Farmington, \$1,500,000 was awarded for this project. It is expected that during the Council's work session on May 15, some of these funds may be reallocated to another project. The total funding for the Anesi Trail will not be known until then. The use of design services will be released to RFQP in the next few weeks.

Red Apple Transit

No update.

East Pinon Hills Blvd Extension (Phase III)

The design is at 60 percent.

Glade Run Recreation Area

This project is part of Amendment #3 to the FFY2018-2023 TIP discussed earlier.

Kirtland School Walk Path

San Juan County hopes to advertise this project soon.

CR 5500 Bridge Replacement

Mr. Fillerup reported that this project design has not yet reached 30% and only the initial site assessment has been completed. The San Juan County Commissioners will need to discuss soon the construction approach and layout for the project. During the bidding for the design work, the prospective consultants proposed design ideas that included having a sidewalk on each side and/or installing a separated shoulder/barrier.

US 64 (Phase V and VI)

The update on these two phases remains the same as during previous meetings. The design is nearly complete with some issues still to be considered such as roadway improvements for safety and to consider pedestrians in various locations. Phase V still has an outstanding drainage and right-of-way issue. The project is expected to go to bid in July. With the letting and awarding of the contract not happening until fall, there will be little the contractor will be able to get done before the construction season is over for the year. This will take the project through 2019 and into 2020 until the entire project can be completed.

7. PROJECT PRIORITIZATION METHODOLOGY - CHAPTER 4 OF THE CURRENT 2040 MTP

Subject:	Project Prioritization Methodology-Chapter 4 of the Current 2040 MTP
Prepared by:	Derrick Garcia, Associate Planner
Date:	May 9, 2018

BACKGROUND

- Direction was given during the February 14, 2018 Technical Committee meeting to organize a subcommittee to review the FMPO's Project Prioritization Methodology in Chapter 4 of the MTP.
- Fran Fillerup, Steven Saavedra, and Paul Brasher volunteered to be part of the subcommittee along with Derrick Garcia.
- The subcommittee's first meeting was held on March 19, 2018 with Fran Fillerup, Steven Saavedra, and Derrick Garcia participating.
- The second meeting of the subcommittee meeting was held on April 16, 2018 with all volunteer members in attendance - an additional meeting was held on May 1, 2018 with Fran Fillerup, Steven Saavedra, and Derrick Garcia participating.

HIGHLIGHTS OF DISCUSSION FROM April 16th and May 1st Meetings

- The April 16 meeting was focused largely on NMDOT District 5's prioritization process and how the FMPO could best coordinate its TIP and MTP development with NMDOT's STIP project planning process.
 - How can the FMPO and its member entities best convey a need for funding assistance on a local facility? A: Articulate the need with statistics and a remedy.
- The May 1 meeting focused on the recently adopted NMDOT Transportation Asset Management Plan (TAMP) and how it relies heavily on data to set priorities.
 - It was discussed that in order to make data-driven decisions similar to NMDOT's TAMP that the MPO will have to produce more data-driven reports and plans (Safety corridor mapping, travel demand model updates, and routine traffic count data collection).
 - Due to time constraints, the subcommittee agreed to meet again on Monday, May 7.

INFORMATION ITEM

- This is an information item only. Committee members will have an opportunity to provide feedback to the discussion points presented.

DISCUSSION: Mr. Garcia reported on the work by the sub-committee reviewing the Project Prioritization Methodology (PPM) for TIP development within the 2040 MTP. The sub-committee has met several times and discussed the following:

- April 16 (all members present) - focused largely on NMDOT District 5's prioritization process and how the FMPO could best coordinate its TIP and MTP development with NMDOT's STIP project planning process.
 - How can the FMPO and its member entities best convey a need for funding assistance on a local facility? A: Articulate the need with statistics and a remedy.
- May 1 (Fillerup, Saavedra, Garcia present) - focused on the recently adopted NMDOT Transportation Asset Management Plan (TAMP) and how it relies heavily on data to set priorities.
 - It was discussed that in order to make data-driven decisions similar to NMDOT's TAMP that the MPO will have to produce more data-driven reports and plans (safety corridor mapping, travel demand model updates, and routine traffic count data collection).

Due to time constraints, the sub-committee agreed to meet again May 7.

- May 7 (all members present) - the sub-committee discussed ideas on how to bridge the gap between quantitative and qualitative application data. Keeping data-driven efforts in mind, the sub-committee believed that the MPO should drive the planning and quantitative data work and leave the qualitative data gathering to each entity.

Mr. Fillerup reiterated some of the items discussed by the sub-committee:

- How are projects identified;
- How do we use the data and information produced by the MPO;
- Identify the most important needs of the community and not simply make projects as a reaction to a complaint/problem;
- What are the goals of the community;
- MTP has listed goals that identify projects that are valued;
- Incorporate planning work into recommendations for projects (i.e.: bike/ped plan; comprehensive plans);
- Encourage public involvement.

8. REPORTS FROM NMDOT

District 5 - Paul Brasher

Mr. Brasher had no additional comments from District 5.

Planning Division - Shannon Glendenning

Ms. Glendenning reported on the upcoming call for RTP/TAP applications for projects starting in 2020. The new application guide is currently being reviewed by the MPOs and RTPOs in order to provide feedback to NMDOT. Once all the comments have been received and incorporated, the guide will be released. The new guide will build in some flexibility in the project years to allow for project gaps created by right-of-way issues or other.

The New Mexico Prioritized Network Bike Plan was presented to the San Juan community in October 2017. The Plan has identified NMDOT roadways that, when they are next up for rehabbing, bicycle infrastructure will be considered. The website has draft material and design guidelines available for review on the project website and NMDOT is still seeking comments on the plan

NMDOT consultants, High Street Consulting, will be providing a webinar on methodology and offer recommended targets for PM3 (reliability and congestion management) on May 17 at 10:00 a.m.

Mr. Fillerup asked what the total program amount for TAP and RTP for the state was expected to be. Ms. Glendenning replied that for each year, RTP was \$1,400,000 and TAP (Flex) was approximately \$6,300,000 for each year.

9. COMMITTEE MEMBER DISCUSSION ITEMS

Subject:	Committee Member Discussion Items
Date:	May 9, 2018

DISCUSSION ITEMS

There were no additional discussion items presented by Technical Committee members for inclusion in the Agenda.

10. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	Mary L Holton, AICP, MPO Officer and Derrick Garcia, MPO Associate Planner
Date:	May 9, 2018

INFORMATION ITEMS

- a. **National Bike Month is May!** See attached.
- b. **Update on the Red Apple Transit Operational Analysis Study.** Andrew Montoya has provided the attached as his report.
- c. **ADA Training.** ADA training will be conducted in Farmington at the MPO Office on May 31 by Mr. Josh Johnson, NMLTAP Program Manager. The MPO will provide you with information on registration soon.
- d. **Status Report on the MPO's Traffic Count Program.** Staff is coordinating with NMDOT on their new process of contracting for the collection of counts in the MPO's planning area.
- e. **New T/LPA Award Forms and Award Change Forms.** NMDOT has formalized the process to amend an award from any funding source managed out of the Statewide Planning Bureau (RTP, TAP, CMAQ, and HSIP). When a T/LPA is awarded funds, they will receive an award form that notifies all interested parties of a project. Changes can include funding, termini, scope, etc. Such changes will require a T/LPA Project Award Change Form to be prepared/distributed. An entity that requires a change is to contact the Program's Coordinator. If the request is approved, the Program's Coordinator will send out the T/LPA Project Award Change Form to the entity and to all responsible parties as identified on the form.
- f. **Upcoming Performance Measures.** It is noted that FHWA requires the State DOTs and MPOs to adopt performance measure/target s annually. Many are being gradually phased in. In June, we will need to adopt the ones for Transit again. We will also need to adopt the ones for Safety in February again. NMDOT is currently reviewing the ones for Transportation Asset Management Plan (TAMP), and we will be receiving additional information on these in the coming months. The MPO's deadline for the adoption of these targets will be in November.
- g. **Committee Input on Future Technical Committee Trainings.** Staff is asking for input from the committee members on future trainings.
- h. **Volunteers are needed for Bicycle & Pedestrian Plan Update Public Outreach at RiverFest 2018 (May 25-27).** As part of our public outreach efforts with the 2008 Bicycle & Pedestrian Plan update, volunteers are

needed to staff the MPO's information table at RiverFest event over Memorial Day Weekend. Please let Derrick know if you would like to sign-up!

DISCUSSION: Mr. Garcia reported that Mayor Duckett had issued a proclamation naming the month of May 2018 as National Bike Month for the city. Other local entities were encourage to make their own similar designations. Mr. Saavedra noted that the City of Aztec had also made their own proclamation along with the opening of a new bike shop in Aztec.

Andrew Montoya provided information on the Red Apple Transit operational analysis study (pages 66-68).

ADA training will be conducted in Farmington at the MPO Office on May 31 by the NMLTAP Center. The class is being offered free of charge and registration is available on the NMLTAP website. The class will be a full day class and is open to all planners, designers, engineers, as well as the public.

Mr. Garcia reported that NMDOT would be assuming the collection duties for the statewide traffic count program. He has sent them a list of 80 locations that the FMPO would like to have counted this calendar year. Once this has been finalized, Mr. Garcia will update the Technical Committee. Mr. Fillerup asked if speed/class counts would still be provided. Mr. Garcia said Shawn Noonan with NMDOT's traffic division stated that every corridor up to four lanes would get speed and class counts. Mr. Garcia will be updating the FMPO count location database to phase out the NMDOT facilities since these roadways will already be counted by NMDOT.

Mr. Garcia said that NMDOT has formalized the process to amend an award from any funding source managed out of the Statewide Planning Bureau (RTP, TAP, CMAQ, and HSIP). When changes are needed, a T/LPA Project Award Change Form is required. If the request is approved, the Program's Coordinator will send out the T/LPA Project Award Change Form to the entity. More information on this required change process will be provided at the MPO Quarterly in June.

Ms. Holton reported that FHWA requires the State DOTs and MPOs to adopt performance measure/targets annually. Red Apple Transit's Transit Asset Management Plan (TAMP) performance targets that were adopted last June will need to be again considered and adopted in June this year. Likewise, the safety performance measures adopted in February 2018 will also need to be again considered and adopted in February 2019. Mr. Montoya has already reviewed the TAMP performance targets and there will be no changes to those adopted last year.

Ms. Holton asked for recommendations and ideas from the Technical Committee members for upcoming quarterly trainings. She would like to provide information that is of interest and value to committee members.

As part of the public outreach effort for the Bike/Ped Plan Update, the FMPO will be staffing a booth at RiverFest to provide information about the Update and the website, and to gather public input. Ms. Holton asked if Technical Committee

members would consider volunteering to assist with this effort. Mr. Garcia is coordinating the sign-ups and volunteer effort for this event.

11. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

The group discussed more on the outreach efforts for the Bike/Ped Plan Update.

- Mr. Garcia has been gathering GIS information from entity websites and GIS technicians to provide to Nancy Lauro;
- Provided enrollment numbers for each school;
- Existing bike/ped infrastructure from each community;
- Recreational areas (recreated by Taylor Clem);
- Stakeholder and other persons/businesses of interest (would like to receive more contacts);
- FMPO Staff will be responsible for many of the public outreach efforts in order to keep the costs down;
- Technical Committee is the steering committee for the Update and has an active role in the development of the Update;
- Technical Committee needs to be involved and share information with their department heads and managers in helping to gather and provide information to Nancy Lauro;
- Work to include private sector stakeholders and get participation from those who may be interested.

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

12. PUBLIC COMMENT ON ANY ISSUES NOT ON THE AGENDA

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

13. ADJOURNMENT

Mr. Thomas moved to adjourn the meeting. Mr. Saaedra seconded the motion. The motion passed unanimously and Ms. Lopez adjourned the meeting at 11:28 a.m.



Cynthia Lopez, Technical Committee
Chair



June Markle, Administrative Assistant