



MPO POLICY COMMITTEE **AGENDA**

January 28, 2016
1:30 p.m.

Commission Chambers
San Juan County Administrative Building
100 South Oliver Street
Aztec, New Mexico

AGENDA
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
January 28, 2016 1:30 PM

This meeting will be held in Commission Chambers at San Juan County's Administrative Building, 100 South Oliver, Aztec, New Mexico.

ITEM	PAGE
1. Call meeting to order	
2. Approve the minutes from the November 17, 2015 Policy Committee meeting.	7
3. Consider approval of an amendment to the FFY2015-2016 Unified Work Program (UPWP) Presented by: Fran Fillerup	1
4. Consider approval of an amendment to the Public Participation Plan (PPP) Presented by: Duane Wakan	2
5. Receive a Red Apple Transit Update Presented by: Duane Wakan	3
6. Reports from NMDOT a. District 5 (<i>Paul Brasher</i>) b. Planning Division (<i>Brian Degani</i>)	
7. Information Items a. Complete Streets Design Guideline edits b. Call for Projects c. Transportation Acronym List d. MPO/NMDOT Meeting on Performance Measures e. Transportation Research Board Conference f. Other Presented by: Fran Fillerup	6
8. Business from Chairman, Members, and Staff	
9. Business from the Floor	
10. Adjournment	

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 Aide 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 Aide if a summary or other type of accessible format is needed.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #3**

Subject:	FFY2015-2016 UPWP Amendment
Prepared by:	Fran Fillerup, MPO Associate Planner
Date:	January 18, 2016

BACKGROUND

- The MPO maintains a Unified Planning Work Program (UPWP) document which sets forth the tasks the MPO will undertake in a fiscal year.
- In November, staff presented changes to tasks within the UPWP based on the 2040 MTP and direction from FHWA.
- In December, staff presented a summary of carry over requests and new total budget amounts for the FHWA PL grant and the FT 5303 grant.
- According to Appendix A of the document, the total MPO budget amount for FFY 2016 is \$369,168.97. The previous MPO budget amount for FFY2016 was \$302,458. Increases are due to new award letters and requested carryover in the FHWA PL and FTA 5303 grants.
- The total estimated expenses are \$367,000. Details are also provided in the second table of Appendix A.
- The Technical Committee recommended approval on January 13, 2016.

CURRENT WORK and ATTACHMENTS

- MPO staff will present the Draft Amendment to the FFY2015-2016 UPWP, which will be provided as a separate document.

ACTION

- The Draft Amendment to the FFY 2015-2016 UPWP is presented for consideration and final action by the Policy Committee.

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

Subject:	Public Participation Plan Amendment
Prepared by:	Duane Wakan, MPO Planner
Date:	January 18, 2016

BACKGROUND

- The current Public Participation Plan (PPP) was adopted on January 19, 2012.
- The PPP needs to be reviewed and amended at least every five years.
- An overview of amendments are as follows:
 - The public comment period is proposed to be 15 days instead of 30 days. (See page 14). NMDOT has recommended, and the other MPOs throughout the state have already adopted this change for most documents including TIP amendments. A new TIP adoption would continue to have a 30-day comment period.
 - At their November 19 meeting, the Policy Committee recommended the use of social media in MPO outreach efforts and this is reflected in this amendment. (See pages 8 and 9).
 - Representation by NMDOT on the Policy Committee, and by NMDOT and Red Apple Transit on the Technical Committee, are updated. (See page 2.)
 - Newsletters will be published at least three times per year (previously, four newsletters have been published). (See page 8.)
 - Planning factors of MAP-21 have been clarified and are included. (These may again be updated as similar federal guidance is provided as part of FAST Act, the new multi-year transportation bill.) (See page 2.)
 - A series of demographic maps will be produced to help comply with Title VI of the Civil Rights and issues of environmental justice. (See page 7.)
 - Amendments related to these and other minor changes are shown as track changes in the Draft Amendment of the PPP.
 - In November, the Policy Committee also recommended developing a Citizens (Civic) Advisory Committee. Staff will present on this topic in February, and several documents may be amended in the future.
- The 45-day public noticing requirement for the Public Participation Plan began on November 29, 2015.
- The Technical Committee recommended approval on January 13, 2016.

CURRENT WORK and ATTACHMENTS

- Staff will review the proposed amendments to the PPP. The Draft Amendment to the Public Participation Plan with proposed track changes will be sent as a separate attachment.

ACTION ITEM

- It is recommended that the Policy Committee consider approval of the proposed changes to the Public Participation Plan.

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

Subject:	Red Apple Transit Update
Prepared by:	Duane Wakan, MPO Planner
Date:	January 21, 2016

BACKGROUND or PREVIOUS WORK

- Staff will need to collect transit data on an ongoing basis to comply with MAP-21 performance measurement requirements.
- New ridership collection methods have been in place since March 2015 using tablets which can also collect basic demographic data.
- Red Apple Transit recently released a Transit Trip Planner interface which can be accessed on the Red Apple Transit and MPO websites.

CURRENT WORK

- Several route changes were implemented in August 2015 as a way to: (1) remove non-revenue miles; (2) add service to concentrated areas; (3) get workers into the COF by 8 am; (4) get students to San Juan College by 8 am; and, (5) provide a link with Navajo Transit.
- 2015 Ridership volumes decreased by 4.54 percent compared to 2014 volumes. Revenue during the same period went up by 9.69 percent*
- Farmington routes decreased by -4.08 percent while the regional routes decreased by -7.55 percent.

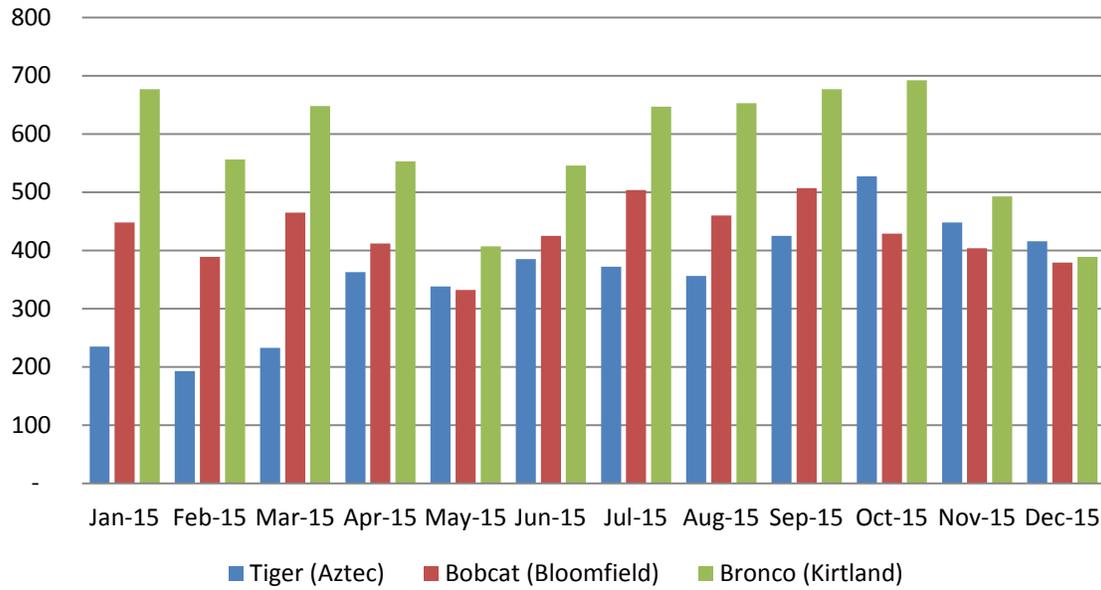
ANTICIPATED WORK

- The MPO will hire an intern in the early spring to help tabulate and map boarding and alightment data.
- Staff will analyze gaps in the transit system, the walkable catchment areas of each transit stop as well as demographic mapping for the Title VI Plan.

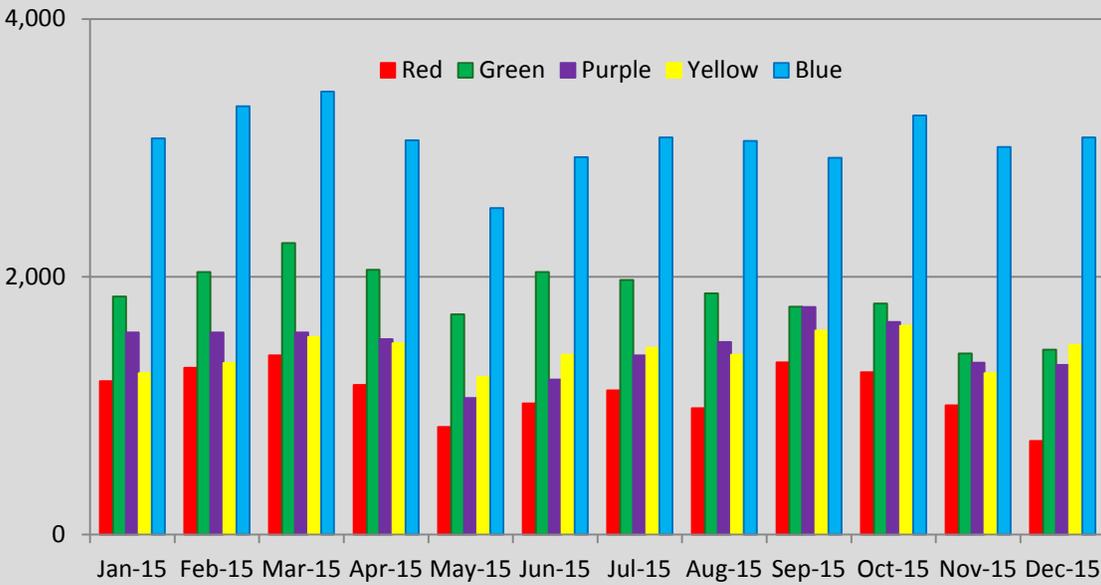
INFORMATION ITEM

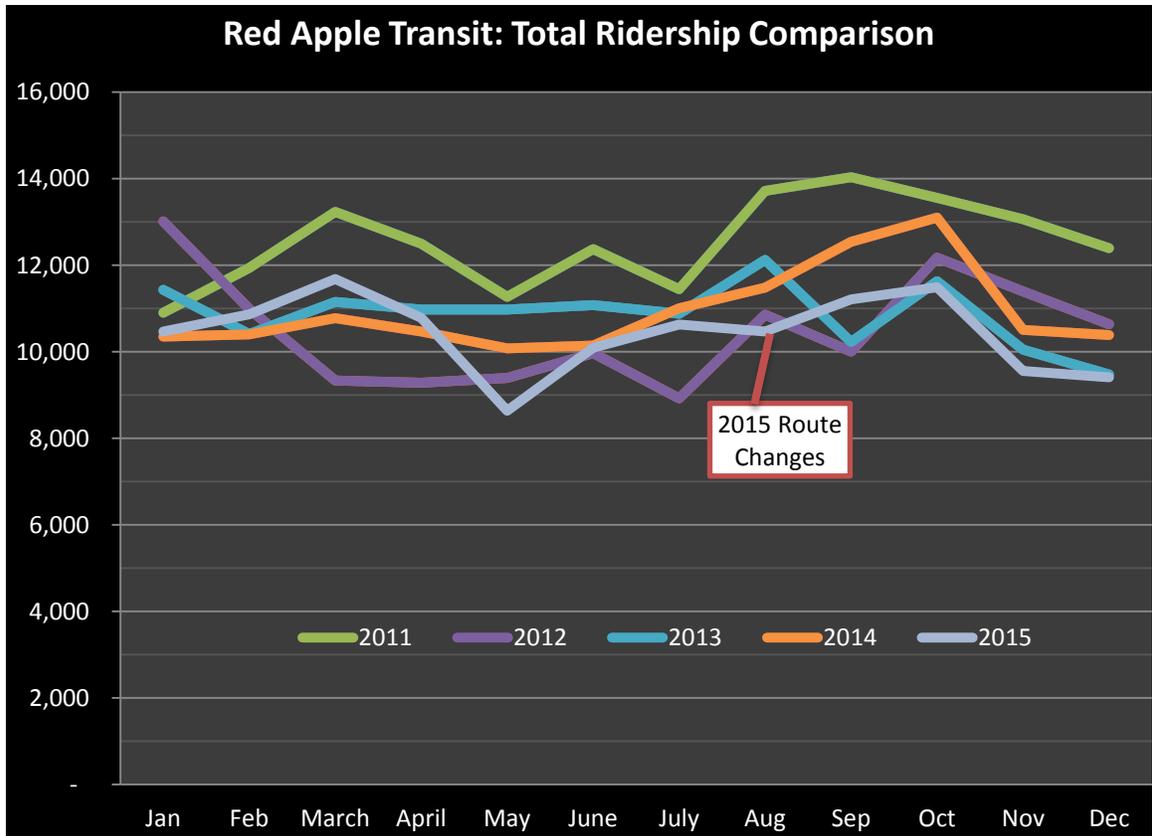
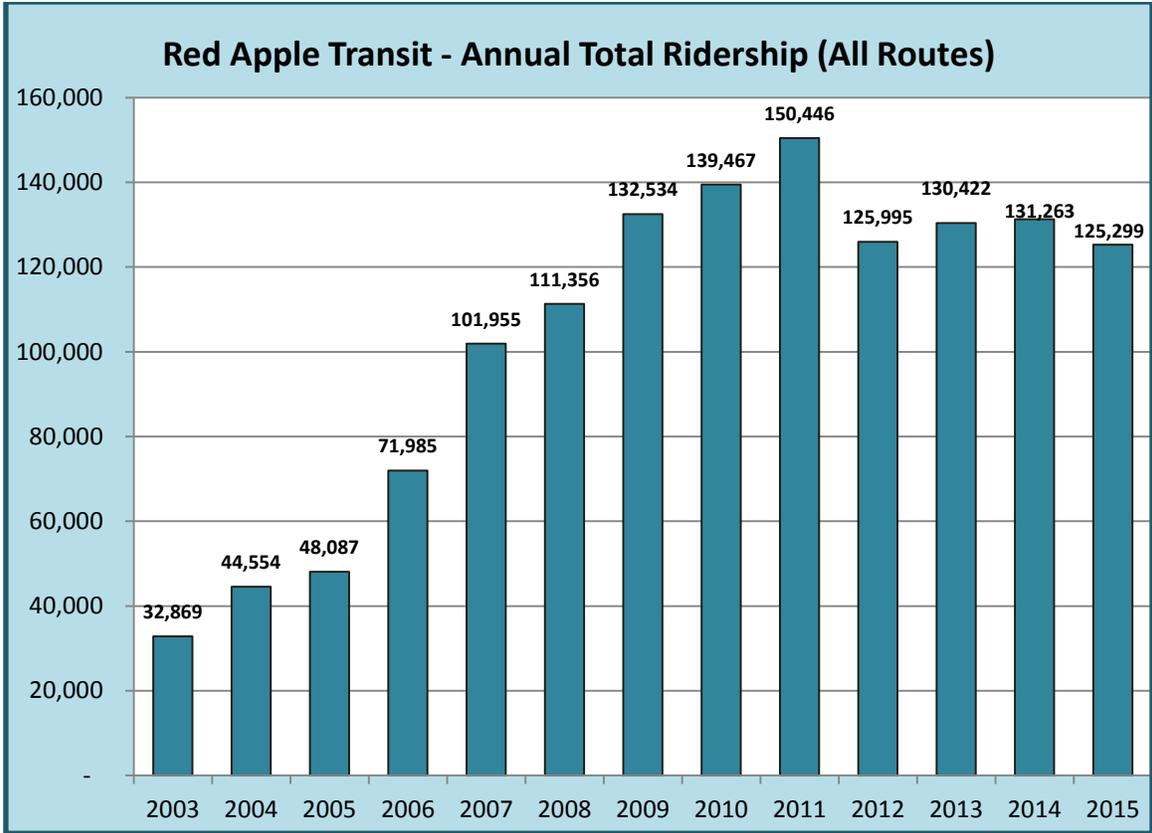
- This is an information report requesting feedback from Policy Committee members.

2015 Regional Ridership



2015 Farmington Ridership by Route





**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #7**

Subject:	Information Items
Prepared by:	Fran Fillerup, MPO Associate Planner
Date:	January 18, 2016

INFORMATION ITEMS

- a. **Complete Streets Design Guidelines.** The Complete Streets draft edits are now available for review on the MPO website. The Technical Committee will review the document and hold a meeting specifically about the Design Guidelines during February (date to be determined).
- b. **TIP Call for Projects.** Staff sent out a Call for Projects for the FFY 2016-2021 TIP Amendment cycle.
- c. **Transportation Acronym List.** The MPO has an acronym list on its website under the heading of MPO Documents. (See www.farmingtonmpo.org.) Please note other terms which may need to be added.
- d. **MPO/NMDOT Meeting on Performance Measures.** On December 16, 2015, staff of FHWA, NMDOT and MPOs throughout the state met in Las Cruces to coordinate performance measurement in the state's NM Transportation Plan and MPO MTP's.
- e. **Transportation Research Board Conference.** Mr. Wakan attended the Transportation Research Board Annual Conference the week of January 10.
- f. **Other**

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
November 19, 2015

Policy Members Present: Sherri Sipe, City of Aztec
Nate Duckett, City of Farmington
Linda Rodgers, City of Farmington
Scott Eckstein, San Juan County
David Quintana, NMDOT District (via phone)

Policy Members Absent: Curtis Lynch, City of Bloomfield

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

Staff Absent: Fran Fillerup, MPO Associate Planner

Others Present: None

1. CALL TO ORDER

Commissioner Sipe called the meeting to order 1:35 p.m.

2. APPROVE THE MINUTES FROM THE SEPTEMBER 24, 2015 POLICY COMMITTEE MEETING

Councilor Duckett moved to approve the minutes from the September 24, 2015 Policy Committee meeting. Commissioner Eckstein seconded the motion. The motion was passed unanimously.

3. HOLD THE ANNUAL ELECTION OF OFFICERS

Subject:	Annual Election of Officers
Prepared by:	Duane Wakan, MPO Planner
Date:	November 12, 2015

BACKGROUND

- As outlined in the MPO Committee Bylaws, the Annual Election of Officers was moved to September to allow newly elected members to become familiar with Policy Committee proceedings.
- Each September the Policy Committee selects the Chair and Vice-Chair from their membership who will serve until the following annual election.
- The Chair presides over the meetings 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.
- Commissioner Sipe has been serving as the current Policy Committee Chair; Councilor Duckett serves as the current Vice Chair.

ELECTION

- Elections will take place to select a Policy Committee Chair and Vice-Chair until September 2016.

RECOMMENDATION

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

DISCUSSION: Commissioner Eckstein nominated Councilor Duckett as Policy Committee Chair and he accepted the nomination.

Action: Commissioner Sipe moved to elect Councilor Duckett as Policy Committee Chair. Councilor Rodgers seconded the motion. The motion was passed unanimously.

Commissioner Sipe offered to serve as Vice Chair.

Action: Councilor Rodgers moved to elect Commissioner Sipe as Policy Committee Vice Chair. Commissioner Eckstein seconded the motion. The motion was passed unanimously.

4. CONSIDER APPROVAL OF AMENDMENT #1 TO THE FFY2016-2021 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AND THE SELF-CERTIFICATION TO AMENDMENT #1

Subject:	FFY2016-2021 TIP Amendment #1
Prepared by:	Duane Wakan, MPO Planner
Date:	November 10, 2015

BACKGROUND

- On October 21, 2015 the Farmington MPO advertised Amendment #1 to the FFY2016-2021 Transportation Improvement Program (TIP).
- The amendment involves several projects in the TIP as described in the attached notice.
- A public hearing on Amendment #1 was held on November 5.
- The Technical Committee recommended approval on November 5.

AMENDED TIP PROJECTS

- **US 64 Phase IV - (CN F100110)** – At the request of NMDOT, delete this project from the TIP/STIP as it was able to be constructed using FY 2015 funds.
- **US 64 Phase V - (CN F100112)** – At the request of NMDOT, changes FY 2017 funds by removing \$4,240,116 in NHPP while adding \$5,800,000 in State Severance Tax

- funds. Also, reduces FY 2018 NHPP funding from \$7,059,081 to \$6,343,676.
- **US 64 Phase VI – (CNF100113)** – At the request of NMDOT, remove \$1,123,797 in STP Sm Urb funds in 2019 to be replaced with \$5,980,800 in NHPP funds in FY 2020.
 - **NM 173 – (CN F100170)** – At the request of NMDOT, adds an additional \$2,880,000 in HSIP funds in FY2016 and adjusts the termini from MP 2.0 to MP 4.5.
 - **Vereda del Rio San Juan River Trail Phase II – (CN F100230)** – At the request of the City of Bloomfield, add \$189,465 in Local Non-Match funds in FY 2016.
 - **Vereda del Rio San Juan River Trail Phase III – (CN F100231)** – At the request of the City of Bloomfield, add \$115,135 in Local Non-Match funds in FY 2016.
 - **Red Apple Transit Bus Route Accessibility – (CN TF00010)** – At the request of the City of Farmington, amend this project's management from Federal Highway Administration to Federal Transit Administration.

ACTION ITEM

- It is recommended that the Policy Committee approve Amendment #1 to the FFY2016-2021 TIP and the MPO Self-Certification for Amendment #1 to the FFY2016-2021 TIP.

DISCUSSION: Mr. Wakan stated that this was the first TIP Amendment to the new FFY2016-2021 Transportation Improvement Program (TIP). The Amendment has been advertised for the required 30 days, and at a public hearing held during the Technical Committee meeting on November 5, no comments were received. Mr. Wakan added that the Technical Committee had recommended approval of Amendment #1.

Mr. Wakan reviewed the projects included in Amendment #1:

US 64 – Phase IV

NMDOT requested that this project be deleted as it has already been obligated.

Mr. David Quintana said that this project was being deleted because it has already been obligated and construction begun. The bid for this Phase came in under what had been programmed and some of the funding for FY 2016 was not needed. The project will not be affected by this reprogramming of funds.

US 64 – Phase V

NMDOT requested this project be changed by removing \$4,240,116 in NHPP and adding \$5,800,000 in State Severance Tax funds. Also, in FY 2018, the NHPP funding will be reduced from \$7,059,081 to \$6,343,676.

US 64 – Phase VI

At the request of NMDOT, removes \$1,123,797 in STP Small Urban funds in FY 2019. These funds will be replaced with \$5,980,800 in NHPP funds in FY 2020.

Mr. Quintana added that Phases V and VI will incorporate state funding provided by the Governor for major priority projects. The State Severance Tax funds received are being incorporated in FY 2017 and the federal funds reduced accordingly. For FY 2020, NMDOT will add additional NHPP funds. All these changes are to balance the funding for this project after receipt of the \$5,800,000 in State Severance Tax funds.

NM 173

At the request of NMDOT, this project will receive an additional \$2,880,000 in HSIP funds in FY2016 and the termini adjusted from MP 2.0 to MP 4.5. Mr. Wakan noted that with HSIP funding, there is a state match and no local funds are required.

Vereda del Rio San Juan River Trail – Phases II and III

The City of Bloomfield has requested to add \$189,465 in local non-match funds in FY 2016 for Phase II in order to complete this phase of the project.

The City of Bloomfield has also requested to add \$115,135 in local non-match funds in FY 2016 for Phase III in order to complete this phase.

Commissioner Sipe asked where this project was located. Commissioner Eckstein clarified that this project would extend the river trail from First Street south to the river and extends it to the east.

Red Apple Transit

The Red Apple Transit was awarded TAP funding to improve their bus stops. At the request of the City of Farmington, this project's management will move from Federal Highway Administration to Federal Transit Administration.

ACTION: Commissioner Eckstein moved to approve Amendment #1 to the FFY2016-2021 TIP and the MPO Self-Certification for Amendment #1 to the FFY2016-2021 TIP. Councilor Duckett seconded the motion. The motion was approved unanimously.

5. RECEIVE A REPORT ON AN AMENDMENT TO THE FFY2015-2016 UNIFIED PLANNING WORK PROGRAM

Subject:	FFY2015-2016 UPWP Amendment
Prepared by:	Duane Wakan, MPO Planner
Date:	November 11, 2015

BACKGROUND

- The MPO maintains a Unified Planning Work Program which sets forth the tasks the MPO will undertake in a fiscal year.
- In 2014, the MPOs in the state converted to using UPWP covering two fiscal years. The current UPWP covers FFY 2015 and 2016.
- The recently adopted 2040 MTP identifies tasks which the MPO will undertake and which need to be reflected in the UPWP.
- FHWA has provided direction on other work to be added to the UPWP.
- This Amendment was presented to the Technical Committee for discussion on November 5.

CURRENT WORK and ATTACHMENTS

- MPO staff has prepared draft amendments to the UPWP for FFY 2016. The proposed changes are in a "track changes" document which will be provided

- separately.
- Dollar amounts under each task have not been adjusted at this time. This item will be presented again in January, and dollar amounts will be re-allocated as needed.

INFORMATION and DISCUSSION

- The draft changes to the FFY 2016 UPWP are being presented for information and discussion by the Policy Committee.

DISCUSSION: Mr. Wakan explained that the Unified Planning Work Program (UPWP) outlines the work of MPO staff for the next fiscal year and notes some of the relevant financials.

Mr. Wakan reviewed some of the proposed revisions to the UPWP:

- New Committee members: add Councilor Linda Rodgers and Mr. Quintana to the voting membership of the Policy Committee; add Mr. Quintana and Mr. Andrew Montoya as voting members to the Technical Committee;
- Update some of the MPO tasks to include a review and inventory of the bicycle and pedestrian facilities and transit riders to meet the performance measures required by MAP-21;
- Remove the corridor and alignment study task. The Technical Committee said that a corridor study of any size would cost upwards of \$250,000 and well beyond the current MPO budget. This will be considered in the future should the MPO budget be increased;
- Update the Title VI Plan to ensure equity in planning; with demographic mapping etc.
- Update the Public Participation Plan (PPP) to ensure our community outreach efforts are thorough as well as innovative;
- Coordinate and share best practices with local governments and other agencies in the surrounding areas (Shiprock, Rural Transportation Planning Organization (RTPO in Gallup, 4CEDs) now being required by FHWA;
- TIP development and the implementation of the Project Prioritization Methodology. This scoring process will be used as new projects are proposed to be added to the TIP and highlight the funding opportunities;
- Scenario planning – look at land use and transportation together. Use software the MPO already has available to gather needed data, and developing a steering committee to help analyze the data;
- Perform and integrate performance measures;
- Safety Plan – other MPOs throughout the state with safety plans receive priority when HSIP funds become available. HSIP funding is federal with matching state funds with no local funds required. These funds are used to correct dangerous corridors and intersections identified through crash data. This is the top priority for Staff;
- Safe Routes to School (SRTS) – MPO will help other interested entities identify funding to get a SRTS coordinator position funded;
- Update the financial tables to reflect the 2016 budget.

MPO Staff will seek approval of this UPWP Amendment in January.

ACTION: The report was received.

6. RECEIVE A REPORT ON AN AMENDMENT TO THE PUBLIC PARTICIPATION PLAN

Subject:	Public Participation Plan Amendment
Prepared by:	Duane Wakan, MPO Planner
Date:	November 10, 2015

BACKGROUND

- The current Public Participation Plan (PPP) was adopted on January 19, 2012.
- The PPP needs to be reviewed and amended at least every five years.
- Staff is proposing changes to the PPP.
- Changing the public comment period to 15 days instead of the stated 30 days (see Page 14 of the current document)
- NMDOT has recommended, and the other MPOs throughout the state have already adopted, a 15-day public comment period for most documents including TIP amendments.
- A new TIP adoption would continue to have a 30-day comment period.
- On November 29, 2015 the Farmington MPO will advertised the amendments to comply with the 45-day public noticing requirements in the Public Participation Plan.
- The draft changes were discussed with the Technical Committee on November 5.

ANTICIPATED WORK

- Staff reviewed the PPP for additional needed changes.
- Seek recommended approval of the amendment to the PPP at the December 10, 2015 Technical Committee meeting.
- Seek approval of the amendment to the PPP at the January 2016 Policy Committee meeting (tentative date is January 28, 2016).

DISCUSSION ITEM

- This item is presented for review only.

DISCUSSION: Mr. Wakan stated that the Public Participation Plan (PPP) was last approved in 2012 and approval of this amendment will be sought in January. Mr. Wakan reviewed the proposed changes to the PPP:

- Integrate new technology to noticing requirements (sources and social media);
- Update the list of committee voting members;
- Change references from the previous federal transportation bill (SAFETEA-LU) to MAP-21 and identify the new goals and objectives;

- Create maps to identify concentrations of seniors, define transit and other needs, make recommendations on how to meet those needs;
- Consider broader use of social media: MPO follows City of Farmington guidelines so use of Facebook, Twitter, other is restricted.

Councilor Duckett and Commission Eckstein commented that the Policy Committee had discussed this previously and recommended broader use of social media. Ms. Holton commented that the City of Farmington does allow the use of the City's Facebook account, and that a Twitter account could be considered.

The Committee discussed the MPO possibly piggy-backing on each entity's site to provide an additional level of outreach. Councilor Duckett recommended that MPO set up their own account and then each city could share pertinent and relevant information on their own webpages. The Committee agreed that a stronger social media presence was important. Ms. Holton said that Staff would put together a comprehensive plan for a social media presence and then present it to the Committee for their approval.

- Proposal to develop a Citizens Advisory Committee (CAC). This group would be made up of citizens from the region in compliment to the technical staffs from the cities. The MPO wants to involve any interested persons and those with broader backgrounds (seniors, schools, public health) to provide their own recommendations to the Policy Committee. Mr. Wakan reported that some CACs use a hierarchy where they would first report to a technical body and then to the policy body, while others report directly to a policy board. The Policy Committee members agreed that a CAC sounded like a good idea and they recommended having the CAC report directly to them. Councilor Duckett and Rodgers thought this committee could also provide information to them as City Councilors.

It was noted that being able to find individuals willing to serve on this type of committee would be a priority. Mr. Wakan said that many of the Complete Streets Advisory Group members want to continue being involved with transportation issues even after the Complete Streets design guidelines are completed. More information on a CAC will be forthcoming in January.

- MTP – the 2040 MTP was recently update;
- TIP call for projects – project ranking will be determined by the PPM;
- Public comment period on TIP amendments – reduce the required 30-day comment period to 15 days. This change will allow more flexibility for NMDOT and the entities when requested amendments to projects especially with last minute changes. The Farmington MPO is the only MPO state-wide still using the 30-day period.

Mr. Wakan stated that any amendments to the PPP require a 45-day comment period. This proposed amendment will be advertised beginning November 29 and will be brought back to both the Technical and Policy Committees in January for final input. Ms. Holton encouraged the members to provide any input to Staff now so that it can be incorporated into the amendment. The members reiterated the need for a greater MPO social media presence primarily on Facebook and to create a Citizens Advisory Committee.

ACTION: The report was received.

7. REVIEW THE PROPOSED MEETING CALENDAR FOR 2016

Subject:	2016 Annual Meeting Schedule
Prepared by:	Duane Wakan, MPO Planner
Date:	November 10, 2015

BACKGROUND

- Each year the Policy Committee approves a resolution ensuring compliance with the open meetings act and establishes its meeting schedule for the coming year.
- NMDOTs STIP Procedures Manual outlines an annual calendar for TIP Amendments which may impact the meeting schedule on a quarterly basis.

CURRENT WORK

- Staff will present a proposed meeting schedule for discussion with the Policy Committee
- It is suggested that the Policy Committee hold seven regular meetings during 2016.
- Meetings are recommended for January, February, April, May, August, September, and November.
- Meeting can continue to be held on the fourth Thursday at 1:30 pm, unless otherwise indicated, on a rotating basis among the entities.
- Formal action to adopt a meeting resolution will be done in November.

ACTION ITEM

- It is recommended that the Policy Committee consider approval of the proposed 2016 meeting schedule.

DISCUSSION: Mr. Wakan stated that no changes were made to the current schedule of meeting on the fourth Thursday of the month at 1:30 p.m. on a rotating basis among the entities (proposed 2016 Meeting Schedule was on Page 12 of the Agenda). Mr. Wakan noted that the grayed out months shown on the calendar were months when TIP amendments would be brought to the committee for approval.

ACTION: Commissioner Eckstein moved to approve the 2016 Policy Committee meeting schedule. Councilor Duckett seconded the motion. The motion was approved unanimously.

8. REPORTS FROM NMDOT

District 5 Engineer Update – David Quintana

Mr. Quintana informed the group that the EPA was holding a public meeting from 6:30 to 8:00 p.m. tonight at the Courtyard Marriott regarding MS4 permits. All identified urban clusters from the 2010 Census must become permittees for discharge for storm water

pollution. Any public user that discharges into the San Juan River must permit their activities (City of Farmington, City of Aztec, San Juan County, NMDOT, and Kirtland). The permittees will need to coordinate and develop plans for mitigating and maintaining certain discharge levels for certain pollutants.

US 64 – Phase IV – this project was recently let and is currently underway. There is side construction taking place on the side of the roadway, but the project will go on winter suspension soon until February or March of 2016.

US 64 – Phases V and VI – development of these two phases is continuing. Phase V is at 60% design completion and Phase VI is at about 30% design completion. Mr. Quintana stated there is quite a bit of right-of-way to be acquired for the next four miles and this will dictate the schedule and the cost.

NM 173 – NMDOT is adding some funding to this project to ensure it can all be constructed in the coming season. It is expected to be let in May and based on time frames for NMDOT to secure and award a contract, a notice to proceed should be out by early August 2016.

Bridge preventative maintenance – along US 550 south of Bloomfield and also along US 64 just west of the MPO area in the Hogback area.

Bridge replacement on NM 574 in La Plata – NMDOT is currently planning to close NM 574 for about 30 days to complete this bridge replacement. The length of detour will be significant, but they believe that closing the roadway will be the quickest way to get the work completed. Mr. Quintana said that public meetings are planned for the spring of 2016. Although the work is outside of the MPO area, it does impact the region.

Intersection of NM371 & N36 – installation of a flashing beacon at this intersection is expected to start up soon in the next month or two. The project is not weather sensitive so Mr. Quintana expects that the project will be completed shortly.

NMDOT will be holding public meetings on December 3 to discuss Phases V and VI of the US 64 project. The notice announcing the meeting is expected to go out next week and Mr. Quintana will forward that information to Staff.

Planning Division Update – Brian Degani

Mr. Degani was not able to participate in the meeting in person, but provided the following written Planning Division Update:

NMDOT Asset Management Planning Division will be rolling over MPO FFY15 balances for FFY16. FMPO would have to request a rollover of any remaining FFY15 funds into FFY16. Consequently, FMPO would have to amend their FFY15-FFY16 UPWP for these remaining rolled over funds. December 15 is the deadline for the MPO to submit 1st Quarter Unified Planning Work Program (UPWP) Amendments, if any, for our compiled Planning Work Program Amendments sent to FHWA. The 2nd Quarter UPWP Amendment deadline is March 15, 2016.

Farmington MPO will have to have their **Annual Listing of Obligated Projects** compiled and posted on the FMPO website by 12/28/15.

Tribal/Local Planning Agencies (T/LPAs)

Per NMDOT Project Oversight Department (POD), important deadlines for T/LPA projects:

- 1) **March 15 for signed** (by entities) **agreements** to be returned to NMDOT. Design agreements will be executed and funds obligated. Construction agreements will be held for execution pending PSE (9-day letter requirements).
- 2) **June 15th is the obligation deadline.** In most cases this would be when the 9-day letter.

Performance Measures and Targets – Anne McLaughlin, Bureau Chief, is currently working with MPOs, AMPD Director and FHWA to coordinate a half-day workshop on Performance Measures and Targets on 12/16 from 8:00 am to noon, after the 12/15 MPO Quarterly which is scheduled in Las Cruces.

Upcoming Meetings/Trainings/Timelines

- The Pedestrian and Bicycle Information Center (PBIC) is offering a webinar series on pedestrian safety countermeasures. Since NM and Albuquerque are a focus state and city, respectively, due to our high numbers of per capita pedestrian fatalities, these strategies are very relevant. Registration is FREE. It's a 12 part webinar series, running from Oct. 2015 to Jan. 2016. Info and registration:
http://www.pedbikeinfo.org/training/webinars_PSAP_countermeasurestrategies.cfm
- Recreational Trails Advisory Board (RTAB) meeting Tuesday, November 17, 2015 from 1:00 to 3:00 P.M. at NMDOT, District 3 Offices, 7500 Pan American Blvd., Albuquerque, NM 87199. Contact Aaron Detter at aaron.detter@state.nm.us for more information or questions.
- Next Talking Freight Seminar: International Urban Freight Conference Presentation – Warehouse Locations and Community Impacts (webinar) on November 18, 2015 from 1:00 – 2:30 ET. Registration:
http://www.ops.fhwa.dot.gov/freight/fpd/talking_freight/index.htm. Eligible for AICP CM credits.

FTA published the Transit Asset Management Plan NPRM and the PDF has a 60 day comment period (comments are due to FTA by November 30, 2015). Dave Harris is the lead for NMDOT comments, so please copy him on any comments your agencies submit. Docket Number: FTA-2014-0020 Website:
<http://www.regulations.gov/#!documentDetail;D=FTAFRDOC0001-0595> Due Date: Nov. 30, 2015

Reminder: FHWA-HQ Office of Freight Management and Operations (HOFM) **MPO Freight Program Assessments** are due to Paul Sittig, NMDOT by **November 30, 2015**. He sent out an email regarding this on October 13, 2015. The intent of these reviews is the following:

- For State DOTs/MPOs to define what they are doing relative to freight transportation.
- To help FHWA, States and local entities identify potential gaps in freight planning and programs

- To enable FHWA to focus resources to advance freight transportation

Mr. Wakan reviewed some of the items noted in Mr. Degani's report:

- Staff is working to finalize the FFY2015 balances and NMDOT has agreed to roll over those unspent dollars to FFY2016. The tentative unspent dollars are \$5,855 in PL funds and \$13,186.21 in FTA 5303 funds. These numbers, however, have not been finalized. New FFY2016 budget numbers are also being incorporated into the UPWP;

Ms. Holton said that the MPO prepares their budget like other City of Farmington department but is on the federal fiscal year. Once the federal work authorizations are received, a budget adjustment is prepared for the City of Farmington budget;

- The Annual List of Obligated Projects is a list of projects obligated during the year. Mr. Wakan will review this list with Mr. Quintana in the next few weeks to verify the final list. This list will be posted on the MPO website by the end of December;
- MPO Quarterly will be held in December and the required performance measures will be discussed with NMDOT and they will provide the details on how and where to collect the data. Once this has been identified, the 2040 MTP will have to be updated to reflect the changes.

9. REVIEW THE 2015 FALL WEEKDAY TRAFFIC COUNT LIST

Subject:	2015 Fall Traffic Counts
Prepared by:	Duane Wakan, MPO Planner
Date:	November 10, 2015

BACKGROUND

- The MPO conducts traffic counts at locations throughout the MPO area twice a year, on a rotating basis such that each location is counted every three years. Counts are posted to a web-based map with a link from the MPO website.
- The MPO collects directional volume counts at most count locations, and speed and vehicle classification at select locations.
- The traffic count list was presented to the Technical Committee on November 5.
- The Technical Committee asked that the dates for the counts be rescheduled with the consultant so that counts were not taken on Veterans' Day, November 11.

CURRENT WORK

- This fall, 44 locations will be counted, 16 of which will count speed and vehicle classification.
- Staff reviewed the locations and verified that there were no conflicts with construction or maintenance work that might impact the roadways being counted.

INFORMATION ITEM

- The 2015 Fall Traffic Count list is presented for information and review only.

DISCUSSION: Mr. Wakan reported that the fall weekday traffic counts were ongoing this week. There are 44 locations being counted which are spread out throughout the county (list of locations on Page 14 of the Agenda). The counts are done semi-annually, in the spring and then again in the fall.

Councilor Rodgers asked how the locations were selected. Mr. Wakan replied that the locations are on a three-year rotation.

Councilor Duckett asked the cost of the counts. Mr. Wakan said that a ballpark figure would be \$200-\$300 per location and the consultant can collect both volumes and speeds. Although the MPO budget does not allow counting for speed and class at all locations, there are 16 locations that will be counted for both speed and class during this fall count. Councilor Rodgers asked why Browning Parkway was not showing up on the list of locations. Mr. Wakan said that was likely because that location had been previously counted.

Councilor Duckett asked where the information was posted. Mr. Wakan said the data is available on the MPO website and although the information is reflected in static maps, there is a separate link to another website that provides an interface to a Google map that provides detailed information about any specific count location.

Ms. Holton said that this information is available to commercial developers who request this information. Since the state is slow in verifying the traffic counts, the MPO has been providing this information to developers.

Ms. Holton stated that weekend counts had been done a couple of years ago to see how traffic increased during a weekend which was the perception. The actual counts showed very little difference in traffic counts when compared to a weekday counts. This might be partly due to those who live in Farmington do not travel the same patterns on the weekend or do not get out on the weekends and the weekday work travel patterns are absent on the weekends. Mr. Wakan explained that the counts at the “escape points” out of or into the MPO area showed that there was a slight increase in traffic leaving the MPO area versus that coming into the MPO. When the peak hour traffic was illustrated, they showed that the patterns changed during the day when compared to a week day.

Ms. Holton stated that the weekend counts may be done again in the next year or two for comparison purposes.

ACTION: The report was received.

10. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	Duane Wakan, MPO Planner
Date:	November 9, 2015

INFORMATION ITEMS

- a. **T/LPA Semi-Annual Training – State and Federal Inception to Completion for a Successful Project.** Mr. Fillerup attended this two and one-half day training in Albuquerque on November 3-5.
- b. **MPO Quarterly.** The MPO Quarterly will be held on December 14 and 15 at the Mesilla Valley MPO in Las Cruces.
- c. **Joint MPO & NMDOT Meeting.** The next joint Technical Committee and NMDOT meeting is scheduled for December 10 in Bloomfield.
- d. **Data Needs for NMDOT Collaboration.** Staff is working with NMDOT on asset management and other data collection efforts and more details on local participation will be known prior to the MPO Quarterly.
- e. **Other.**

DISCUSSION: Mr. Fillerup attended the Inception to Completion training earlier in November. Mr. Wakan reported that this training is needed in order for Staff to provide the project oversight being required of them by NMDOT. Staff must now attend the 30%, 60%, and 90% review meetings as well as PS&E meetings on projects throughout the MPO.

The MPO Quarterly will be held at the Mesilla Valley MPO in Las Cruces on December 14, 15, and 16.

The next regular Technical Committee is on December 10 in Bloomfield and this is scheduled to be a joint meeting with NMDOT. Mr. Quintana asked Mr. Wakan to send out the meeting invitation so people could add it to their calendars.

Performance measures is a requirement now and Staff is looking at what needs to be measured and what will need to be maintained in the future. This will be looking at asset management of the local facilities.

Mr. Wakan reported on a public meeting held in Santa Fe on the Phase V of the US 64 project and no notification was given to the MPO of the meeting. Once the project reaches the 60% design review, any desired design changes, such as buffered or unbuffered sidewalks and bike lanes, are very difficult to incorporate. Mr. Quintana said that this roadway will remain rural in nature and, except for the tie-ins at Browning Parkway, there will be minimal to no sidewalks along the section of US 64 currently under construction.

Mr. Wakan stated that when issues affect the MPO region, it would be preferable to have public meetings in San Juan County and not in Santa Fe. This allows for greater local participation in making design recommendations. Ms. Holton said the MPO would gladly host a public meeting during the joint meeting on December 10 in Bloomfield. The Policy Committee was invited to participate and provide their thoughts and comments. The MPO will notice the possibility of a Policy Committee quorum at this joint meeting.

11. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Commissioner Sipe announced that the City of Aztec had broken ground on the next phase of the East Arterial project. She also wished everyone a happy Thanksgiving.

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

Councilor Duckett moved to adjourn the meeting. Councilor Rodgers seconded the motion. Commissioner Sipe adjourned the meeting at 2:50 p.m.

Commissioner Sipe, Chair

June Markle,
MPO Administrative Aide