



MPO TECHNICAL COMMITTEE AGENDA

May 11, 2016
10:00 a.m.

Executive Conference Room
Farmington City Hall
800 Municipal Drive
Farmington, New Mexico

AGENDA
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
May 11, 2016 10:00 AM

This meeting will be held in the Executive Conference Room at Farmington City Hall, 800 Municipal Drive, Farmington, New Mexico.

ITEM	PAGE
1. Call meeting to order	
2. Approve the minutes from the April 13, 2016 Technical Committee meeting.	7
3. Amendment #3 to the FFY2016-2021 Transportation Improvement Program (TIP) a. Review the project(s) in Amendment #3 b. Hold a public hearing on Amendment #3 c. Consider recommending approval of Amendment #3 Presented by: Duane Wakan	1
4. Receive a report on the draft FFY2017-2018 Unified Planning Work Program (UPWP) Presented by: Duane Wakan	3
5. Receive a TIP Project Update Presented by: Duane Wakan	4
6. Receive a report on the proposed FY2017 MPO Budget Presented by: Mary Holton	5
7. Reports from NMDOT a. District 5 (<i>Paul Brasher</i>) b. Planning Division (<i>Robin Elkin</i>)	
8. Information Items a. Associate Planner b. MPO QAR c. TAP & RTP Call for Projects d. Other Presented by: Duane Wakan	6
9. Business from Chairman, Members, and Staff	
10. Business from the Floor	
11. 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:	FFY2016-2021 TIP Amendment #3
Prepared by:	Duane Wakan, MPO Planner
Date:	April 28, 2016

BACKGROUND

- On May 8, 2016 the Farmington MPO advertised Amendment #3 to the FFY2016-2021 Transportation Improvement Program (TIP).
- The amendment addresses an NMDOT project in the TIP
- The Technical Committee will consider the amendment and may make a recommendation at their meeting on May 11.

AMENDED TIP PROJECTS

- NMDOT has requested a change to #F100112 - Phase V of US 64.
- Adds a design phase for \$350,000 in FY2017 (\$299,040 STP Flex & \$50,960 State Match)
- Adds a construction phase for \$1,491,929.76 in FY17 (\$1,193,544 HPP & \$298,386 State Match)

ANTICIPATED WORK

- Hold a public hearing on TIP Amendment #3 on May 11, 2016.
- Seek approval of the amendment at the May 26, 2016 Policy Committee meeting.

ATTACHMENTS

- The Public Notice advertising Amendment #3.

ACTION ITEM

- Staff recommends the approval of Amendment #3. Consider recommending approval of Amendment #3 to the Policy Committee.

PUBLIC NOTICE

The Farmington MPO is advertising **Amendment #3** to the FFY2016-2021 Transportation Improvement Program. This public comment period meets all of the applicable requirements of the federal transportation bill MAP-21 and the federal transit requirements of Section 5307(c) (1-7).

As required by federal law and the Farmington MPO Public Participation Plan, the FMPO is holding a 15-day Public Comment Period and Public Hearing on **Amendment #3** to the FFY2016-2021 TIP. The 15-day comment period is from May 8, 2016 to May 22, 2016. The public may also make comments on the proposed amendment at the following meeting:

Public Hearing: During the Farmington MPO Technical Committee meeting at 10:00 a.m. on **Wednesday, May 11, 2016** in the Executive Conference Room at Farmington City Hall, 800 Municipal Drive, Farmington, New Mexico 87401. Final approval on the proposed amendment will be taken during the Farmington MPO Policy Committee meeting at 1:30 p.m. on **Thursday May 26, 2016** in Council Chambers at Bloomfield City Hall, 915 North First Street, Bloomfield, NM 87413.

Written comments may be sent to the Farmington MPO at:

Fax: (505) 599-1299

Mail: Farmington MPO, 800 Municipal Drive, Farmington, New Mexico, 87401

Email: dwakan@fmtn.org

The public may view this Amendment at www.farmingtonmpo.org. For more information contact Duane Wakan, MPO Planner, at (505) 599-1449.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #4

Subject:	FFY2017-2018 Unified Planning Work Program
Prepared by:	Duane Wakan, MPO Planner
Date:	April 5, 2015

BACKGROUND

- The Unified Planning Work Program (UPWP) is the fiscal year work plan for the MPO.
- The FFY2017-2018 UPWP will cover planning activities and work products to be completed from October 1, 2016 to September 30, 2018.
- Based on the Planning Procedures Manual (PPM), the MPO needs to provide a draft UPWP to NMDOT in April with final approval in June.

CURRENT WORK

- Staff is working with the entities and NMDOT to identify projects for FFY2017-2018.
- Annual activities will include reporting and budgeting, the traffic count program, TIP maintenance, GIS activities, and Safe Routes to School activities, transit data collection and mapping.
- Major activities will include land-use and transportation scenario planning, transit study process, travel demand modeling, public health planning, and data collection for performance measures and public health involvement.
- Staff estimates base federal PL funds of \$198,000 and base federal 5303 funds of \$51,000 for both FFY2017 and FFY2018.
- An additional \$7,500 for FFY2017 has been received from NMDOT in planning funds.
- A new UPWP boilerplate is being used by all the MPOs in the state.

ANTICIPATED WORK

- Develop the draft UPWP for NMDOT review in May.
- Final draft of the UPWP developed in June.
- Seek approval of the FFY2017-2018 UPWP by the Policy Committee in June or July via a special meeting.

ATTACHMENTS

- Status of FFY2016 projects and activities will be provided at the Technical Committee meeting.

INFORMATION ITEM

- It is recommended that the Technical Committee receive a report on the FFY2017-2018 UPWP.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #5

Subject:	Status of TIP Projects
Prepared by:	Duane Wakan, MPO Planner
Date:	May 3, 2016

BACKGROUND

- The STIP Protocols, finalized in early 2014, indicate 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 in April 2016.
- NMDOT has requested a change for F100112 which will require a TIP amendment.
- NMDOT has issued a call for TAP/RTP projects. Click a link to the guidelines- http://dot.state.nm.us/content/dam/nmdot/planning/FFY18-19_TAP-RTP_Guide.pdf

TRACKING INFORMATION (2016-2021 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 <li style="padding-left: 20px;">- Deadlines - 1) June 15 Obligation deadline <li style="padding-left: 20px;">- Design- T/LPA agreement <li style="padding-left: 20px;">- Construction- 9 Day Letter |
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CURRENT WORK

- Top Regional Priority Projects
 - East Arterial Route Phase II- Meeting results with NMDOT ROW and Environmental Division- New mapping- Land-Fill issue updates.
 - Pinon Hills Boulevard Bridge Phases II- Meeting results with NMDOT ROW and Environmental Divisions- Letter from MPO- Support from PC
 - CR 350-390 intersection HSIP ROW issues with TCPs
- Red Apple Transit Bus Route Accessibility TAP project TF00010
 - NMDOT FTA Transfer approved
 - Design and engineering plans or updates
- Others?

INFORMATION ITEM

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

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #6**

Subject:	Proposed Fiscal Year 2017 Budget for the MPO
Prepared by:	Duane Wakan, MPO Planner
Date:	May 3, 2016

BACKGROUND or PREVIOUS WORK

- The Joint Powers Agreement (JPA) requires that the MPO Policy Committee “develop and approve an annual budget that is adequate to fund the required activities of the MPO.” It also states the FMPOs Budget operate on the Federal Fiscal Year (October 1 through September 30)
- The MPO has submitted a proposed budget to the City of Farmington, which anticipates federal grant funding levels to be the same beginning October 1, 2016, as was what was available on October 1, 2015.
- The new Federal Transportation Bill FAST Act has allocated additional funding for Metropolitan Planning activities to each State.
- The FMPO is expected to receive an additional \$7,270 in PL funds with a local match amount of \$1,239 totaling \$8,509. This will not be official until we receive a Purchase Order from NMDOT.

CURRENT WORK

- Anticipated Annual Matches by the Local Entities (Oct 1, 2016 to Sept 30, 2017):
 1. City of Farmington - \$35,914
 2. San Juan County - \$11,971
 3. City of Aztec - \$5,986
 4. City of Bloomfield - \$5,986

ANTICIPATED WORK

- Request approval of the proposed budget at the MPO Policy Committee Meeting on May 26, 2016.

ATTACHMENTS

- The proposed COF FY 17 budget will distributed at the meeting.

RECOMMENDATION

- Staff recommends that the Technical Committee consider the proposal and recommend approval of the proposed budget to the Policy Committee.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #8

Subject:	Information Items
Prepared by:	Duane Wakan, MPO Planner
Date:	May 2, 2016

INFORMATION ITEMS

- a. **Associate Planner.** An offer has been made to the selected candidate for the Associate Planner position. Staff is awaiting their response.
- b. **MPO QAR.** The MPO Quality Assurance Review was conducted on May 2 with representatives of NMDOT's Planning Division.
- c. **TAP & RTP Call for Projects.** NMDOT has issued a call for TAP/RTP projects. Click on the link for the guidelines: http://dot.state.nm.us/content/dam/nmdot/planning/FFY18-19_TAP-RTP_Guide.pdf
- d. **MPO Quarterly.** The Farmington MPO will host the MPO Quarterly in June.
- e. **Other**

Chair and Vice-Chair from their membership who will serve until the next 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.
- Mr. Keck was named as the Chair for 2016 but has since stepped down as San Juan County's regular Committee representative.
- Need to re-elect a new Chair and Vice-Chair to serve for the remainder of 2016.

ELECTION

- Elections will take place to select a new Chair and Vice-Chair for the Technical Committee for the remainder of 2016.

RECOMMENDATION

- It is recommended that the Technical Committee accept nominations and vote to re-elect the Chair and Vice-Chair for the remainder of 2016.

DISCUSSION: Mr. Wakan reported that with Mr. Keck stepping down as San Juan County's regular Technical Committee member and Chair, the Technical Committee requested a new election be held to fill the Chair position for the remainder of 2016.

Ms. Lopez nominated Mr. Fran Fillerup as Chair and recommended retaining Mr. David Sypher as Vice Chair. There were no other nominations offered.

ACTION: The nomination for Mr. Fillerup as Chair and Mr. Sypher as Vice Chair was approved unanimously.

4. FFY2016-2021 TIP AMENDMENT #2

Subject:	FFY2016-2021 TIP Amendment #2
Prepared by:	Duane Wakan, MPO Planner
Date:	April 6, 2016

BACKGROUND

- On April 13, 2016 the Farmington MPO advertised Amendment #2 to the FFY2016-2021 Transportation Improvement Program (TIP).
- The amendment involves a few projects in the TIP
- The Technical Committee will consider the amendment and may make a recommendation at their meeting on April 13.

AMENDED TIP PROJECTS

- | |
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| <ul style="list-style-type: none">▪ F100091 East Arterial Route Phase II- Amends scope to include 3" asphalt lift to complete work of Phase IA.▪ The City of Farmington is requesting to add the 1st phase of Downtown Main Streets Complete Streets Road Diet. Project details will be provided at the TC meeting.▪ Other projects may be added from NMDOT or other entities at the meeting. |
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ACTION ITEM

- | |
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| <ul style="list-style-type: none">▪ Staff recommends the approval of Amendment #2 to the FFY2016-2021 TIP. |
|--|

DISCUSSION: Mr. Wakan reported that the projects included in Amendment #2 are:

Phase II of the East Arterial Project

Some of the asphalt work completed in Phase IA was not done to grade. At the intersection with NM 173 there is a 3" grade difference that needs to be brought up to grade. This repair work will be added to Phase II.

Complete Streets - Downtown Main Street

This road diet project is to be added to the TIP. Mr. Wakan provided the Technical Committee with an e-mail from Ms. Lopez identifying the details for this project. The project is currently one phase, but may be split into phases at a later date.

Ms. Lopez explained that the City of Farmington has hired a consultant to apply for a TIGER grant for the entire section from Auburn to Miller. If funding for the entire project is not received or other issues arise, it will be split into the three phases the conceptual design has recommended.

Ms. Lopez said that Dan Burden and Blue Zones provided the conceptual plan for the project. Funds have been allocated for full design and construction drawings. An RFP will be completed this summer to hire the consultant who will provide the drawings. Ms. Lopez stated that the City of Farmington has applied to several funding sources to ensure all the bases are covered. This is one of the top five projects on the City's ICIP with strong Council and community support.

Ms. Lopez stated that the full project is estimated at \$10,000,000 to \$12,000,000 and is requesting that \$12,000,000 be included in the TIP and assigned to FY2017 to FY2019. When the construction drawings are completed, a better estimate of the overall cost will be available.

Mr. Wakan stated that no project information was received from NMDOT for this amendment.

Mr. Keck opened the public hearing on Amendment #2 to the FFY2016-2021 Transportation Improvement Program (TIP). No comments were received from those present at the meeting.

Mr. Keck closed the public hearing.

ACTION: Ms. Westerling moved to approve Amendment #2 to the FFY2016-2021 Transportation Improvement Program (TIP). Ms. Lopez seconded the motion. The motion was passed unanimously.

5. RECEIVE A REPORT ON THE 2016 SPRING TRAFFIC COUNT PROGRAM

Subject:	2016 Spring Traffic Count Program
Prepared by:	Duane Wakan, MPO Planner
Date:	May 6, 2016

BACKGROUND

- The MPO maintains traffic counts for over 220 locations throughout the MPO area.
- Locations are counted according to a three-year cycle and change periodically.
- Staff split the administration of the annual traffic count calendar into spring and fall iterations which began 2013.
- NMDOT Traffic Count Division has asked the FMPO to count an additional 15 locations which have been spread out over the spring and fall schedule.

CURRENT WORK

- The MPO scheduled 47 weekday volume counts (~21 Speed & Class) to take place on the week of April 25th.
- The consultant team is in the second-half of their one-year contract with the MPO.

ACTION ITEM

- Staff recommends approval of the 2016 Spring Weekday Traffic Count list.

DISCUSSION: Mr. Wakan reported on the 2016 spring weekday traffic count list and reviewed that list on Pages 5 and 6 of the Agenda. The counts are currently scheduled to be completed the week of April 25. He asked that the Technical Committee members notify Staff of any planned construction or repair at the locations listed.

Mr. Wakan stated that NMDOT's traffic count division requested the addition of 15 locations to be done this spring. Most of the locations were already scheduled for this year and have been spread between the spring and fall counts.

ACTION: Mr. Homka moved to approve the 2016 spring weekday traffic count list. Ms. Lopez seconded the motion. The motion was approved unanimously.

6. RECEIVE A TIP PROJECT UPDATE

Subject:	Status of TIP Projects
Prepared by:	Duane Wakan, MPO Planner
Date:	April 4, 2016

BACKGROUND
<ul style="list-style-type: none"> ▪ The STIP Protocols, finalized in early 2014, indicate 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 in April 2016.

TRACKING INFORMATION (2016-2021 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 <p style="text-align: center;">- Deadlines -</p> <ul style="list-style-type: none"> 2) April 15 Signed T/LPA agreements 3) June 15 Obligation deadline <ul style="list-style-type: none"> - Design- T/LPA agreement - Construction- 9 Day Letter

CURRENT WORK
<ul style="list-style-type: none"> ▪ Top Regional Priority Projects <ul style="list-style-type: none"> ○ East Arterial Route Phase II- Meeting results with NMDOT ROW and Environmental Division- New mapping- Land-Fill issue updates. ○ Pinon Hills Boulevard Bridge Phases II- Meeting results with NMDOT ROW and Environmental Divisions- Letter from MPO- Support from PC ▪ Red Apple Transit Bus Route Accessibility TAP project TF00010 <ul style="list-style-type: none"> ○ NMDOT FTA Transfer approved ○ Design and engineering plans or updates ▪ Others?

INFORMATION ITEM
<ul style="list-style-type: none"> ▪ This is an information item only. Committee members will have an opportunity to provide feedback regarding TIP project status and details.

DISCUSSION: Mr. Wakan reviewed the status of TIP projects:

East Arterial Route

Mr. Watson was in negotiations with NMDOT due to an old landfill that is administered by BLM and which is close to the project. Mr. Watson wanted to extend the right-of-way for tow and slope purposes, but segments of the newly expanded ROW designs now overlap into the old landfill overlay. The right-of-way extension has been scaled back so as not to trigger any NEPA requirements.

East Pinon Hills Boulevard - Phase I

Ms. Westerling said the City of Farmington had submitted letters to NMDOT and are awaiting their review on the environmental.

East Pinon Hills Boulevard - Phase II

Ms. Westerling reported that this is still holding waiting on right-of-way clearance. If right-of-way is cleared for Phase I it will be cleared for Phase II.

East Pinon Hills Boulevard - Phase III

Mr. Keck stated that \$8,000,000 in construction funds will likely have to be moved to FY2017 due to right-of-way issues. This will be addressed by San Juan County soon.

CR 350 and CR 390

Mr. Keck reported that there is a right-of-way issue on this project. NMDOT is no longer accepting temporary construction permits (TCPs). The County had three small TCPs on this project and they may now need to acquire these three small pieces of property in order to get a right-of-way certification. The County is hoping to get this worked out and begin construction this summer. If they have to go back and map the rights-of-way and get them appraised, the project will need to be pushed into 2017.

Kirtland School Walk Path

Mr. Keck said the County had just received the signed agreement for the design. The next step is to receive a cost proposal from the engineering consultant and then get the project started.

Red Apple Transit

Mr. Montoya reported that he is working on the design with Sakura Engineering.

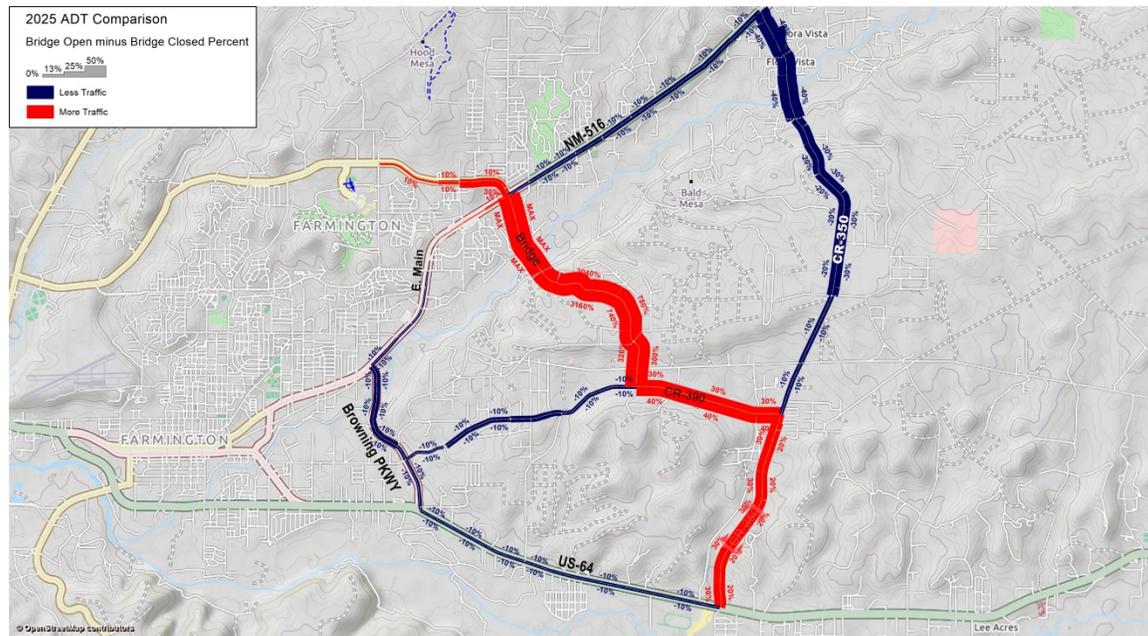
Mr. Wakan reported on a recent e-mail from NMDOT which referenced a report on Farmington being the fastest shrinking city in the country and their concerns about using scarce federal funds for projects in this area that alleviate congestion (CMAQ-Flex funds). This article also prompted numerous responses on Facebook that the City of Farmington wanted to clarify and articulate the facts. This report stated that population in the Farmington Metropolitan Statistical Area (MSA) had declined by 8.7% since 2010. Those reading the article misinterpreted what an MSA is and the Farmington MSA is basically all of San Juan County.

Mr. Wakan stated that NMDOT's take on the article that Farmington was the fastest shrinking city was inaccurate. The report referred to the MSA which includes all of San Juan County and this population decline cannot be pinned on one city. The MSA is 5,538 square miles and 118,737 in population. Farmington is only 35 square miles of that and 45,877 in population. Within the MSA there are 27 census designated places, four cities (including Kirtland), and 3,511 square miles of tribal land.

Mr. Wakan reported that according to the Bureau of Business and Economic Research (BBER) at UNM, reported that the Farmington MSA is one of the smallest MSA in the country and because of this, any population decline will appear more dramatic. BBER also commented that the Farmington MSA is one of the most diverse MSAs in the

country with its large American Indian/Alaskan Native population (AI/AN) in addition to a large Hispanic population. Our MSA is also one of the most impoverished.

Mr. Wakan illustrated how the MPO has responded to questions regarding congestion relief and the Pinon Hills Bridge project to NMDOT. He reported on modeling scenarios conducted in 2025 forecast year comparing a build out version of the Pinon Hills Bridge with a no-build model version. The two models show the percent increase/decrease in traffic volumes with the two different scenarios.



Mr. Wakan referred to NMDOT's concern about the CMAQ-Flex funds and, with the scenarios, being able to show a 10% reduction in traffic volumes along NM 516 east of Pinon Hills. On the west side of Pinon Hills Boulevard there is a slight increase in traffic shown as this leads to the biggest commercial corridor accessed by County residents. Also, as a result of this project alone, both Browning and US 64 also see reductions in traffic also by 10%. This is the outcomes sought by the use of CMAQ-Flex funds.

Mr. Wakan reported that there are some areas where increases in congestion are seen in the model. The lower portion of CR 350 is an example, but it can easily handle the capacity and is currently underutilized. He said that the information to form a response to NMDOT is prepared and asked if there was additional input from the Technical Committee.

Ms. Westerling asked if the information prepared addressed the 8% drop in population since the City of Farmington is the shopping hub for the area and that would be affected by the population decrease. Mr. Wakan said the data provided by BBER does not show a large decline in tax receipts and the economy is more diverse than in previous years and that has stabilized the economy. BBER also believes that if we are declining, we have reached the bottom. Mr. Keck and Ms. Lopez added that along with

census projections, other indicators such as real estate and commercial projects are up and these developers are seeing this area as a hot spot for development.

Ms. Lopez asked if there was any information available on the population decline in Farmington alone. Mr. Wakan said that data would come from the American Community Survey and is not a complete count like we get every 10 years from the decennial census. Mr. Wakan said the most recent travel demand model was built using complete count data from the US Census Bureau as they are the most accurate and are not derived from surveys and projections.

Mr. Keck asked if Staff wanted to include in their response to NMDOT resolutions of support for the Pinon Hills Bridge project from the different entities. He noted that the County Executive Officer does not want to change course or slow down on the schedule for the Pinon Hills Bridge and their Phase III of the project. There is some momentum for the project now and that needs to continue. Ms. Westerling added that it benefitted the community to be proactive rather than retroactive in moving forward with this project. Mr. Wakan said resolutions or letters of support could definitely help support the MPO's response to NMDOT and offered to provide some language to the members to aid in drafting the letters.

ACTION: Ms. Lopez moved to get letters of support from the MPO Policy and Technical Committees as well as the governing bodies of the local entities to send to NMDOT. Ms. Westerling seconded the motion. The motion was approved unanimously.

7. REPORTS FROM NMDOT

Planning Division - Robin Elkin

Mr. Elkin did not provide a report for the Technical Committee.

District 5

There was no representative from District 5.

8. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	Duane Wakan, MPO Planner
Date:	April 4, 2016

INFORMATION ITEMS

- a. **NMDOT State Planning & Research Fund.** Presentation will be made by Staff on a proposed research submittal to NMDOT. Also Citrix, a private sector vendor, will present a project management tool.

- b. **MPO Quarterly.** Staff attended the MPO Quarterly in Albuquerque, New Mexico on March 22 and 23.
- c. **Transportation & Public Health Meeting.** The Farmington MPO participated in an inaugural meeting with New Mexico MPO Transportation Planners and Officials in Public Health from across the state on Wednesday March 23 at the Mid-Region Council of Governments.
- d. **Trainings.** Staff attended an NHI Course on Highway Program Financing in Albuquerque on March 29 and 30.

MRCOG is co-sponsoring one of six ICIP Training Workshops on May 5 in Albuquerque to assist communities in developing their FY2018-2022 ICIP. Additional information can be found at:

http://www.mrcog-nm.gov/latest-news/1361-mrcog-to-host-icip-training-workshop?utm_source=April+2016+issue+of+Travel+Times&utm_campaign=March+2016+Travel+Times&utm_medium=email

- e. **Associate Planner.** Three final candidates for the Associate Planner position have been invited to interview in person during April.
- f. **Special Technical Committee Meeting.** Schedule another Special Technical Committee meeting (possibly April 25 or the 26) to finalize the revisions and edits to the Complete Streets Design Guidelines.
- g. **Other.**

DISCUSSION: a. Mr. Wakan reported on a presentation given during the MPO Quarterly from Ms. Amy Estelle, Engineering Coordinator with NMDOT's Research Bureau. This research program has \$100,000 in technology transfer research. This research works to help find ways to address communication issues and improve communications state-wide.

After receiving a presentation from Citrix (GoTo Meetings), Mr. Wakan thought the Citrix product might serve the entities, NMDOT, and other MPOs in the state. NMDOT would need to put forward a recommendation for this type of product, but FMPO and others could support and recommend that NMDOT go forward with this type of product.

Citrix Presentation

Mr. Jeremy Johnson with Citrix gave a brief overview on their product and how it could be used to better communicate across entities and divisions, providing a common platform from which to provide a secure means of sharing information. Some of the considerations for this will be:

- Virtual plan room from which to host data
- Method to update a group/job folder
- Remote access
- Platform to share across many platforms

- Scalable and able to grow
- Different security permissions
- Able to integrate with current formats
- Able to obviously display the latest version of a document
- FTP site currently required by NMDOT

Mr. Wakan explained that the state has \$100,000 in planning and research funds called technology transfer. This funding is used to improve workflow processes and must help all communities across the state. Mr. Wakan said that after hearing about the state's program and seeing the Citrix presentation, he believed the Technical Committee meeting would be a good opportunity to get feedback from the local entities to get their thoughts on if this could be a good technology transfer option and something that should be presented to and considered by NMDOT. This Citrix presentation is the initial one being considered by FMPO.

Mr. Johnson presented some of what Citrix could offer:

- Users set up with e-mail address to enter portal (next generation FTP)
- Able to access and tie-into other file applications
- Branded site where files can be uploaded
- Provides sync tool for desktops/l-pads/smart phones; very mobile
- Current version of document is visible; can restore older versions
- All document changes are stored: who made changes, who accessed the document, and when changes made
- Different levels of permissions
- When new document uploaded, all involved receive e-mail notification that a newer version is available
- Captures required signatures
- No security breach in 10 years
- Unlimited support and training

Mr. Wakan explained that if this product would benefit the entities across the state, the MPO could make a recommendation to the state and encourage them to invest in this software. Entities could possibly consider contributing to the purchase and/or maintaining of the software.

The Technical Committee members recommended that Staff speak with the other MPOs to gather consensus for this type of product before forwarding the information on to NMDOT's Research Bureau.

b. Mr. Wakan attended the MPO Quarterly in Albuquerque in March. There was no information provided on HSIP, TAP, and other programs. The status of RSAs is still pending review by NMDOT.

c. During the MPO Quarterly, the MPOs hosted a public forum with the public health officials from across the state to discuss linkages with public health and transportation. Discussions were held on how to work together, seek common goals, and promote better transportation planning that will impact public health indicators.

d. Good training was received at a NHI course on Highway Program Financing in Albuquerque on March 29 and 30.

MRCOG is co-sponsoring one of six ICIP Training Workshops on May 5 in Albuquerque to assist communities in developing their FY2018-2022 ICIP.

e. Staff, along with City of Farmington planners and others, will be interviewing applicants this week and next to fill the MPO Associate Planner vacancy. There was a great pool of applicants from which to select.

Mr. Wakan will be interviewing a potential candidate for the GIS intern position on April 14.

f. The Technical Committee decided to meet on April 26 beginning at 10:00 a.m. to conduct the final review of the Complete Streets Design Guidelines.

9. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

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

10. BUSINESS FROM THE FLOOR

There was no business from the Floor.

11. ADJOURNMENT

Ms. Westerling moved to adjourn the meeting. Ms. Lopez seconded the motion. Mr. Keck adjourned the meeting at 11:50 a.m.

Dave Keck, Chair

June Markle, Administrative Aide