



MPO POLICY COMMITTEE **AGENDA**

November 17, 2016
1:30 p.m.

Commission Chambers
Aztec City Hall
201 West Chaco Street
Aztec, New Mexico

AGENDA
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
November 17, 2016 1:30 PM

This meeting will be held in Commission Chambers at Aztec City Hall, 201 West Chaco Street, Aztec, New Mexico.

ITEM	PAGE
1. Call meeting to order	
2. Approve the minutes from the September 22, 2016 Policy Committee meeting.	15-23
3. Hold the Annual Election of Officers. Presented by: Duane Wakan	1
4. Consider approval of Amendment #4 to the FFY2016-2021 Transportation Improvement Program (TIP) and the Self-Certification for Amendment #4 to the FFY2016-2021 TIP. Presented by: Duane Wakan	2-5
5. Review and consider approval of the proposed meeting calendar for 2017 and PC Resolution 2016-1 Annual Meeting Schedule for 2017 Presented by: Duane Wakan	6-11
6. Consider approval of Amendment #1 to the FFY2017-2018 Unified Planning Work Program (UPWP) Presented by: Duane Wakan	12
7. Reports from NMDOT a. District 5 (<i>Paul Brasher</i>) b. Planning Division (<i>Robin Elkin</i>)	
8. Receive a report on Congestion, Mitigation, and Air Quality Improvement Program-Flex (CMAQ-Flex) Presented by: Derrick Garcia	13
9. Information Items a. Staff Trainings/Conferences b. FASTLANE Transportation Infrastructure Grants c. Implementation of Title VI Program by Local Entities d. TIP/STIP Presentation & Training e. Other Presented by: Derrick Garcia	14
10. Business from Chairman, Members, and Staff	
11. Business from the Floor	
12. 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 Assistant at the Downtown Center, 100 W Broadway, Farmington, New Mexico or at 505-599-1466 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the MPO Administrative Assistant if a summary or other type of accessible format is needed.

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

Subject:	Annual Election of Officers
Prepared by:	Duane Wakan, MPO Planner
Date:	November 10, 2016

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.
- Councilor Duckett has been serving as the current Policy Committee Chair; Commissioner Sipe has been serving as the current Vice Chair.
- The Election of Officers was not conducted at the September Policy Committee meeting so is being held at the November 17, 2016 meeting.

ELECTION

- Elections will take place to select a Policy Committee Chair and Vice-Chair until September 2017.

RECOMMENDATION

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

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #4

Subject:	FFY2016-2021 TIP Amendment #4
Prepared by:	Duane Wakan, MPO Planner
Date:	November 1, 2016

BACKGROUND

- On October 31, 2016 the Farmington MPO advertised Amendment #4 to the FFY2016-2021 Transportation Improvement Program (TIP).
- The amendment involves several projects in the TIP as described in the attached notice.
- The Technical Committee recommended approval of TIP Amendment #4 on November 9, 2016.

AMENDED TIP PROJECTS

- **US 64 Phase V - (CN F100112)** – At the request of NMDOT, increase FY 2017 funds by adding \$833,356 in NHPP funds bringing the new project total to \$15,900,000.
- **20th Street Phase III** – At the request of the City of Farmington, adds a new project to the TIP, \$867,300 in local funds in 2018 to engineer and construct pedestrian facilities.
- **Foothills Drive Enhancements Phase III** – At the request of the City of Farmington, adds a new project to the TIP, \$1,291,400 in local funds in 2018 to engineer and construct pedestrian facilities.
- **Glade Run Recreation Area Trails** – At the request of the San Juan County, adds a new project to the TIP, \$700,000 local funds in 2018 & 2019 to engineer and construct recreational trail systems.
- **Pinon Hills Boulevard Phase I (F100100)** At the request of the City of Farmington, amends the project by programming all funding sources (\$4M in local match) in FY2019.
- **Pinon Hills Boulevard Phase II (F100101)** At the request of the City of Farmington, amends the project by programming \$2M Local Funds in FY2020 while also programming \$16M in future federal funds in FY2021 in addition to \$2M in local match funds in FY2021.
- **East Arterial Route Phase II (F100091)** At the request of the City of Aztec, amends the project scope to now include ROW acquisition, construction from end of Phase 1B to NM 173, landfill waste removal, retaining walls, construct detached multi-use trail, add 2.5" asphalt overlay at NM 173 south for approx. .5 miles (Phase 1A), BLM wildlife and ROW fence, cattle-guard on NM 173E, striping and signage on Phase 1A,1B and Phase 2, construction management and testing services. Utilities, including water, sewer, and electric along the length of the entire project. Increase State Severance Tax funds to \$3,819,750 and eliminate \$1,000,000 in local non-match in FY2017.
- **Anesi Trail** – At the request of the City of Farmington, adds a new project to the TIP in the amount of \$1,070,000 to build a bridge and trail development.
- **Kirtland Schools Walk Path** – At the request of the San Juan County, shortens the project termini from 2.84 Miles to 1.57 Miles, shuffles construction and PE funds, but without changes to the overall project cost totals.

ANTICIPATED WORK

- | |
|---|
| <ul style="list-style-type: none">▪ Seek approval of the amendment at the November 17, 2016 Policy Committee meeting. |
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ATTACHMENTS

- | |
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| <ul style="list-style-type: none">▪ The Public Notice advertising Amendment #4 to the FFY2016-2021 TIP.▪ The Self Certification for Amendment #4 to the FFY2016-2021 TIP. |
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ACTION ITEM

- | |
|---|
| <ul style="list-style-type: none">▪ It is recommended that the Policy Committee consider approval of Amendment #4 to the FFY2016-2021 Transportation Improvement Program (TIP) and the Self Certification for Amendment #4. |
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PUBLIC NOTICE

The Farmington MPO is advertising **Amendment #4** 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 #4** to the FFY2016-2021 TIP. The 15-day comment period is from October 31, 2016 to November 14, 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, November 9, 2016** in Commission Chambers at Aztec City Hall, 201 West Chaco Street, Aztec, New Mexico 87410. Final approval on the proposed amendment will be taken during the Farmington MPO Policy Committee meeting at 1:30 p.m. on **Thursday, November 17, 2016** in Commission Chambers at Aztec City Hall, 201 West Chaco Street, Aztec, New Mexico 87410.

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.

MPO SELF-CERTIFICATION
Amendment #4 to the
FFY2016-2021 Transportation Improvement Program

The Farmington Metropolitan Planning Organization hereby certifies that the following amendment is being conducted in accordance with all applicable requirements of 23 CFR 450.218 and 23 CFR 450.324 and the federal transit requirements of Section 5307(c) (1-7). The TIP Amendment was made available to the public via a notice in the local newspaper and on the MPO website. A 15-day public comment period was held from October 31, 2016 through November 14, 2016.

The following projects are part of Amendment #4:

Added/Amended/Deleted Projects

- **US 64 Phase V - (CN F100112)** – At the request of NMDOT, increase FY 2017 funds by adding \$833,356 in NHPP funds bringing the new project total to \$15,900,000.
- **20th Street Phase III** – At the request of the City of Farmington, adds a new project to the TIP, \$867,300 in local funds in 2018 to engineer and construct pedestrian facilities.
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Sherri Sipe
FMPO Policy Committee Vice Chair

Date

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

Subject:	2017 Annual Meeting Schedule
Prepared by:	Duane Wakan, MPO Planner
Date:	November 9, 2016

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 2017.
- Meetings are recommended for January, February, April, May, August, September, and November. TIP & UPWP amendments occur quarterly in the February, May, August and November meetings.
- 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.

ATTACHMENTS

- Proposed Policy Committee meeting schedule for 2017.
- The Policy Committee Resolution establishing the meeting dates and times for 2017 is attached if action is taken on this agenda item.

ACTION ITEM

- It is recommended that the Policy Committee consider approval of the proposed 2017 meeting schedule.

*** PROPOSED ***
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
2017 Regular Meeting Schedule

POLICY COMMITTEE		
<p>All meetings will be held at 1:30 p.m. at the locations listed below. <i>MPO will seek final approval to TIP Amendments in the months highlighted below.</i></p>		
Date	Location and City	
January 26, 2017	Commission Chambers Aztec City Hall 201 W. Chaco St.	Aztec
February 23, 2017	Executive Conference Room Farmington Municipal Building 800 Municipal Drive	Farmington
April 27, 2017	Council Chambers Bloomfield City Hall 915 N. First St.	Bloomfield
May 25, 2017	Commission Chambers San Juan County Administrative Bldg. 100 S. Oliver St.	San Juan County
August 24, 2017	Executive Conference Room Farmington Municipal Building 800 Municipal Drive	Farmington
September 28, 2017	Commission Chambers Aztec City Hall 201 W. Chaco St.	Aztec
November 16, 2017 (3 rd Thursday)	Commission Chambers San Juan County Administrative Bldg. 100 S. Oliver St.	San Juan County

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE RESOLUTION NO. 2016-1

A RESOLUTION ESTABLISHING THE PROCEDURES TO BE FOLLOWED AND NOTICE TO BE GIVEN PURSUANT TO THE PROVISIONS OF THE NEW MEXICO OPEN MEETINGS ACT, PROVIDING FOR THE ANNUAL DETERMINATION OF REASONABLE NOTICE OF MEETINGS, AND ESTABLISHING THE MEETING TIMES, DAYS AND LOCATIONS FOR THE FARMINGTON METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE DURING THE CALENDAR YEAR 2017

WHEREAS, the Policy Committee of the Farmington Metropolitan Planning Organization (FMPO) met in a Regular meeting in the Commission Chambers in Aztec City Hall, 201 West Chaco Street, Aztec, NM on November 17, 2016, at 1:30 p.m., in accordance with the law; and

WHEREAS, Sections 10-15-1 (B) of the Open Meetings Act (NMSA 1978, Section 10-14-1 to 10-15-4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Policy Committee of the FMPO to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED BY THE Farmington Metropolitan Planning Organization Policy Committee that:

1. For calendar year 2017, the regular meeting of the FMPO's Policy Committee will be held at the times, dates, and places as shown on the attached Exhibit "A" hereto.
2. An agenda for such meetings will be available at least seventy-two (72) hours prior to the meeting from the office of the Farmington Metropolitan Planning Organization, Downtown Center Building, 100 W Broadway, Farmington, New Mexico.

3. Notice of regular meetings will be given by publishing a list of regular meetings to be held in each calendar year in the *Farmington Daily Times* or another newspaper of general circulation in San Juan County in January of each year. The notice shall indicate when and where a copy of the agenda for each meeting may be obtained. A copy of this notice and the list of regular meetings will also be posted in the foyer of the Farmington City Hall, 800 Municipal Drive, Farmington, New Mexico and in similar public places in the San Juan County Administrative Building and in the city hall buildings for the cities of Aztec and Bloomfield, New Mexico. This notice shall be posted in January of each year and shall remain posted throughout the calendar year. Copies shall also be sent via regular mail or fax to any local television stations and radio broadcast stations at their request.
4. Special meetings may be called by the Committee Chair or by a majority of Committee members upon three (3) days' notice. If time exists for a notice of such meeting to be published in the legal notices of the *Farmington Daily Times* or another newspaper of general circulation in San Juan County prior to the meeting, such notice shall be published. If not, notice shall be given by e-mail, fax or some other instantaneous method to a newspaper of general circulation, any local television station and at least one local radio broadcasting station. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least twenty-four hours before any special meeting.
5. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the FMPO or its participating governmental agencies from substantial financial loss. The Committee will avoid emergency meetings whenever possible. Emergency meetings may be called by the Committee Chair or a majority of the members of the Committee upon twenty-four (24) hours' notice, unless the threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall be given, except as to the amount of time required, in the manner provided above for special meetings.
6. In addition to other information as specified above, all notices and agendas shall include the following language: "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."

7. The Policy Committee of the FMPO may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.

(a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Committee taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.

(b) If the decision to hold a closed meeting is made when the committee is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specified provision of law authorizing the closed meeting and the subject to be discussed with reasonable specificity, is given to the members and to the general public.

(c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

(d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussion in a closed meeting shall be made by vote of the Committee in an open public meeting.

PASSED AND ADOPTED this 17th day of November, 2016.

Sherri Sipe, MPO Policy Committee Vice Chair

June Markle, MPO Administrative Assistant

*** PROPOSED ***
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
2017 Regular Meeting Schedule

POLICY COMMITTEE		
<p>All meetings will be held at 1:30 p.m. at the locations listed below. <i>MPO will seek final approval to TIP Amendments in the months highlighted below.</i></p>		
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**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #6**

Subject:	FFY2017-2018 UPWP Amendment #1
Prepared by:	Duane Wakan, MPO Planner
Date:	November 10, 2016

BACKGROUND

- The MPO maintains a Unified Planning Work Program which sets forth the tasks the MPO will undertake in a given fiscal year.
- The Policy Committee approved the MPOs two-year FFY 2017-2018 UPWP in June of 2016. It mentioned the use of FAST Act funds to be applied in the 1st quarter of FFY 2017 towards the completion of the safety plan.
- The FAST Act increased the FMPOs planning award by \$8,509 in March of 2016.
- Any FFY16 balances remaining after 12/31/16 will lapse, unless there is a multi-year contract identified in the UPWP that allows a rollover.
- The delay in developing the Safety Plan will prevent the MPO from applying those funds by the end of December 2016.
- The Technical Committee recommended approval of Amendment #1 to the FFY2017-2018 UPWP.

CURRENT WORK and ATTACHMENTS

- FAST Act award of \$8,509 which includes the local match, must be spent by December 31, 2016.
 - Originally, this was programmed to the development of the Safety Plan.
 - Time constraints prevent the programming of these funds towards safety
- The MPO Civic Plus subsite is an optimal expense for the FAST Act Funds as the cost for services is just over \$9,000.
- Preliminary schedule calls for final delivery of a fully functional website by the end of May of 2017.
- A red-lined copy of the pages/sections of the current FFY2017-2018 UPWP impacted by Amendment #1 will be sent separately.

ANTICIPATED WORK

- Staff will work with Civic Plus on getting a work schedule for the MPO's new website.
- Seek Policy Committee approval of Amendment #1 on November 17, 2016.

ACTION ITEM

- It is recommended that the Policy Committee consider approval of Amendment 1 to the FFY2017-18 UPWP.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #8**

Subject:	Congestion Mitigation & Air Quality (CMAQ) Improvement Program
Prepared by:	Derrick Garcia, MPO Associate Planner
Date:	November 8, 2016

BACKGROUND

- The Technical Committee requested more information be provided by NMDOT on the process for applying for CMAQ-Flex funds while NMDOT develops their planned competitive process for these funds.
- Projects using mandatory CMAQ funds must be a transportation project, must generate an emissions reduction, and it must be located in or benefit a “nonattainment” or “maintenance” area.
- Flexible CMAQ funds can be used anywhere in the State for projects eligible for either CMAQ or the Surface Transportation Block Grant Program (STBGP).
- This information was pulled from Nov. 12, 2013 FHWA Publication, “The Congestion Mitigation and Air Quality (CMAQ) Improvement Program Under the Moving Ahead for Progress in the 21st Century Act – Interim Program Guidance”

CURRENT WORK

- Investigate how funds will be distributed statewide while the competitive process is being developed.

ANTICIPATED WORK

- Ensure local entities coordinate CMAQ Flex needs with D-5 staff and within their respective government bodies.

INFORMATION ITEM

- FMPO Technical Committee asked this information be presented to the Policy Committee.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item #9**

Subject:	Information Items
Prepared by:	Derrick Garcia, MPO Associate Planner
Date:	November 9, 2016

INFORMATION ITEMS

- a. Staff Trainings/Conferences**
 - **National Association of City Transportation Officials (NACTO).** Mr. Wakan attended this conference in Seattle, Washington on September 25-30, 2016.
 - **Road Diet Workshop.** Mr. Wakan attended this workshop in Albuquerque on October 5-7, 2016 hosted by FHWA and NMDOT.
 - **AMPO National Conference.** Mr. Garcia attended the 2016 AMPO National Conference in Fort Worth, Texas on October 24-28, 2016.

- b. FASTLANE Transportation Infrastructure Grants.** The USDOT is soliciting applications for \$850 million in funding available under the FASTLANE program. This program provides, dedicated, discretionary funding for projects that address critical freight issues facing our nation's highways and bridges. For additional information please reference Mr. Garcia's e-mail of November 1, 2016 sent to all Policy Committee members.

- c. Implementation of Title VI Program by Local Entities.** Local government agencies (LGA's) that have received federal funds from NMDOT were contacted on February 12, 2016 about the requirement to implement a Title VI Program. The revised deadline for submitting these programs to NMDOT is January 13, 2017 (copy of letter from Damian Segura dated 10/24/16). Technical Committee members were asked to please ensure their entity's Title VI Program was completed and submitted to NMDOT on schedule.

- d. Presentation on TIP/STIP.** The Technical Committee has requested that Staff present on the development of the TIP and STIP, how they are amended, and what are the responsibilities of the entities, NMDOT, and the MPO in managing both.

- e. Other.**

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
September 22, 2016

Policy Members Present: Sherri Sipe, City of Aztec
Dorothy Nobis, Alternate, City of Bloomfield
Nate Duckett, City of Farmington
Paul Brasher, NMDOT District 5
Jimmy Voita, San Juan County

Policy Members Absent: Curtis Lynch, City of Bloomfield
Linda Rodgers, City of Farmington

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

Staff Absent: None

Others Present: Robin Elkin, NMDOT Planning Liaison (via
telephone)
Cheri Floyd, Blue Cross Blue Shield
Hannah Grover, The Daily Times
Larry Hathaway, San Juan County
Christina Morris, NM Department of Health
David Sypher, City of Farmington
Pam Valencia, San Juan County Partnership

1. CALL TO ORDER

Councilor Duckett called the meeting to order at 1:35 p.m.

2. APPROVE THE MINUTES FROM THE AUGUST 25, 2016 POLICY COMMITTEE MEETING

Ms. Nobis moved to approve the minutes from the August 25, 2016 Policy Committee meeting. Mr. Voita seconded the motion. Commissioner Sipe noted the misspelling of her name on the first page of the minutes. The correction to the minutes will be made. The motion was passed unanimously.

3. REVIEW AND CONSIDER APPROVAL OF THE FINAL COMPLETE STREETS DESIGN GUIDELINES

Mr. Wakan stated that the final Complete Streets Design Guidelines document was being presented today to seek final approval of the document by the Policy Committee. He presented some of the comments from the last Policy and Technical Committee meetings.

- Change the heading above the picture on the front cover to read:
Context Sensitive Street Design Guidelines:
A Complete Streets Approach
...and move "Farmington Metropolitan Planning Organization" to below the Picture;
- The works cited information was moved to the end of each section;
- Clearer graphics to depict the 25 mph road sections on Page 5;
- Additional rural imagery (wide shoulders, multi-use trail, sharrow markings) on Page 13;
- State Road Fund Revenue and Purchasing Power graphic on Page 13 added to show how revenues may have increased, the actual purchasing power behind those dollars has decreased;
- Some design changes to Pages 22 – 28, Road Typology, Land Use Context Areas, and the street layout pages showing the minimum standards in Rural, Industrial, Neighborhood, Commercial, and Downtown/Urban settings;
- Acknowledgement Page added to the end of the document.

Mr. Wakan stated that the Technical Committee had recommended approval of the Design Guidelines at their August 24, 2016 special meeting.

Councilor Duckett asked if Mr. David Sypher or Ms. Mary Holton had any comments to add before the Policy Committee considered the Design Guidelines.

Mr. Sypher commented that a lot of work had been done to make this document a good, flexible guideline for all entities. It will provide a unity to all jurisdictions about where the starting point is realizing that money and grants will direct the future outcomes. The design guidelines will help the development community know what the standard expectations are from one entity to another.

Ms. Holton stated that once the Policy Committee adopts the document, she will share it with the City of Farmington's development community and urged the other communities to do the same. She added that it will up to each entity to decide whether they want to codify any of the information in the document. Councilor Duckett asked if the City of Farmington had already adopted the Complete Streets document. Ms. Holton said they had not as it first needed to proceed through the MPO process before it was presented to the entities for their consideration and reference.

Ms. Christina Morris, New Mexico Department of Health & Health Promotion and a member of the Complete Streets Advisory Group. She commented on the difference between equity and equality and the last statement on the Equity in Complete Streets page of the Design Guidelines: "Of course true equity must include user proportionality in project selection". She recommended that some changes be made to this statement.

Mr. Sypher said he had understood Ms. Morris to raise a concern about "equity" versus "equality". He thought the word "equity" in the closing sentence could be changed to "equality". Mr. Sypher said he had looked at this statement in terms of equality and believed it was incumbent on him to represent proportionally the users involved (i.e.: a 1% group of users versus a different group of 99%) and how that could affect spending.

Ms. Holton said that equity was a valid concept and was similar to environmental justice and she thought it was appropriately used in the sentence. Councilor Duckett asked if there was discussion on the issue between equity and equality. Ms. Holton stated that equity is considered in the planning world and thought it had been discussed by the Technical Committee and the Complete Streets Advisory Group. Councilor Duckett asked what the stance of the Technical Committee was in regard to this statement. Mr. Wakan said that this sentence had been added in at the end of a very long Technical Committee special meeting on the design guidelines and there was limited dialog. He noted that the “demand” is the difference between equity and equality. For instance, if the demand for transit services in an underserved neighborhood is not heard, then the statement regarding “user proportionality” could be what decision-makers follow and the services will go unaddressed. Mr. Wakan said he personally saw no difference between the words equity and equality.

Councilor Duckett agreed that he saw no difference between the words equity and equality and asked for input from others present. Commissioner Sipe agreed that the two words seemed interchangeable and did not think the section needed to be rewritten especially since equity is used in planning. Mr. Garcia commented that the difference between equity and equality is the purpose of the last paragraph. He referenced a point made by another Policy Committee member at an earlier meeting that certain areas within the MPO that have a lot fewer amenities than other areas. When weight is put behind projects and services that is the opposite of equity. Mr. Garcia was trying to clarify the concerns raised by Ms. Morris which had nothing to do with using the word equity or equality in this last sentence. When speaking about scaling projects based on demand, those with less of a voice, which is often in the poorer or underserved neighborhoods, are left out.

The Policy Committee members discussed now having a better understanding of equity as referenced in the last paragraph on this page, changing the word “equity” to “equality”, or taking the entire sentence out of the paragraph. Councilor Duckett asked how, or if, the intent of the paragraph might be altered if the last sentence was removed. Mr. Wakan added that this section references geospatial inequality that exists in cities and regions and that federal law has mandated that environmental justice must be considered if you receive federal funds for transportation projects. Councilor Duckett said that the environmental justice component may not always be what the entire community wants as evidenced by the project to extend Pinon Hills Boulevard to the south. Mr. Wakan explained that the policy makers need to consider the guidelines and understand where the underserved areas in the community are when deciding what projects to pursue.

Commissioner Sipe said she thought the section did address equity, underserved areas, and accommodating all modes and users and that removing the fourth paragraph would not affect the integrity of the document or this particular section. The other Policy Committee members agreed.

Mr. Sypher said he had been the author of this last sentence. He thought the section well represented the fact that each diverse group needs representation, but thought the very real issue of limited dollars had been ignored. Mr. Sypher tried to give balance to the entire page by bringing up proportionality, the reality of very limited funding, and the need to justify the project choices that are made. Mr. Sypher said the concern raised

over this last statement had not been brought to the attention of the Technical Committee and their recommended approval included this sentence.

Councilor Duckett said the Policy Committee should take into account the document as it was presented to, and approved by, the Technical Committee. Mr. Wakan said the CSAG was provided two weeks in which to provide comments and this concern had not been brought up during that time and had not been brought up with the Technical Committee. Councilor Duckett thought the issue of funding did need to be taken into consideration from a realistic view and said it was certainly a component in the decision making process.

The Policy Committee and Staff discussed the use of the word “balancing” as a way to rephrase the sentence and to accommodate both sides of the argument. Mr. Wakan noted that the Policy Committee could recommend and make changes to any MPO document and total agreement with the Technical Committee was not necessary. Making a change today would not necessitate taking it back to the Technical Committee for another review.

Councilor Duckett recommended incorporating the sentence into the third paragraph where a more equitable distribution of funds is referenced. This helps to weigh the reality of limited funding with the desire to better address the needs of the underserved areas. All agreed to changing the third paragraph to read: “...accommodated by the existing transportation system. To ensure a more equitable distribution of funds Federal or State agencies expect localities to strongly consider environmental justice in the decision making process. A balanced approach should include user proportionality in project selection.”

ACTION: Councilor Duckett moved to adopt the Design Guidelines document with the recommended change to the third paragraph of the Equity in Complete Streets page. Mr. Voita seconded the motion. The motion was approved unanimously.

4. SAFETY PLAN

Mr. Wakan reported on the final federal ruling on the Highway Safety Improvement Program (HSIP). He noted that a project that receives HSIP funding, it is paid 100% by the state with typically no local match required.

Mr. Wakan gave a PowerPoint presentation on this final ruling and the impacts to the MPO safety plan. Below is a summary of that presentation:

- Process for State DOT’s and MPOs to establish safety targets and to report on progress for their safety targets. FMPO is waiting on further guidance on this from FHWA and NMDOT before setting their targets;
- State DOTs and MPOs are expected to use the information and data generated as a result of this new regulation to better inform their transportation planning and programming decision-making, and specifically to use their resources in ways that will result in the greatest possible reduction in fatalities and serious injuries;
- Improve data by providing for greater consistency in the reporting of serious injuries;

- Improve transparency by requiring reporting on serious injuries and fatalities through a public reporting system;
- Enable targets and progress to be aggregated at the national level;
- Require State DOTs to meet or make significant progress toward meeting their targets; if not meeting targets, FHWA can require that all funding be moved to programming safety projects;
- Establish requirements for State DOTs that have not met or made significant progress toward meeting their targets;
- MPOs can set own targets and do not necessarily have to be the same as NMDOT;
- Targets (4 of 5 must be met):
 - Number of Fatalities
 - Fatality Rate
 - Number of Serious Injuries
 - Serious Injury Rate
 - Number of Non-Motorized Fatalities and Serious Injuries

Mr. Wakan explained that cities can now use HISP funds to improve non-motorized modes of transportation and address critical corridors where pedestrian and bicycle safety has not been addressed.

Mr. Wakan reported that the MPO will work with a steering committee and the public to collectively reach the targets the MPO wants to work toward in the region. Specific corridors or roadways may not be identified, but the safety plan will look at the region and develop counter-measures that will lead to safety improvements. Councilor Duckett commented that it is good that the localities will be able to set their goals and develop a plan of action based on their own needs and not the statewide goals of NMDOT.

Staff is developing a scope of services for the safety plan consultant. Mr. Wakan said that the MPO budget for the consultant's work is between \$50,000 and \$70,000. Staff discovered that other MPOs have spent as much as \$115,000 for their consultant's analytical work. Much of FMPO's analytical work (crash data, mapping, and analyses) has already been produced in-house. Staff is confident in the data generated and will recommend the use of this data in order to save on consultant costs. Mr. Wakan said the consultant will be tasked with facilitating the public meetings and developing the counter-measures.

Councilor Duckett asked if the Technical Committee had any thoughts about this. Mr. Sypher said the Technical Committee had not discussed the safety plan and this presentation at this level. He thought they would like to look over the scope of work and review the level of detail requested before making a decision.

ACTION: The report was received.

5. FALL TRAFFIC COUNTS

Mr. Garcia reported that the fall traffic counts began the week of August 29, 2016 and most of the 50 locations were collected on a 48-hour window. There were several incidents with street sweepers and trucks painting lane markings where the counters were disrupted. When areas of construction, maintenance or repair are identified beforehand, those count locations are moved and rescheduled for a later count cycle. Mr. Garcia will

coordinate directly with each entity before the next counts are scheduled in the spring of 2017 to hopefully prevent these types of issues.

ACTION: The report was received

6. PROJECT UPDATES

Mr. Garcia reported that the Transportation Alternatives Program (TAP) and Recreational Trails Program (RTP) are part of the new federal funding legislation, the FAST Act. In conjunction with the Surface Transportation Program (STP) applications can be submitted for bicycle and pedestrian infrastructure and activities along with other active transportation projects. Applications are solicited every two years and the next round of applications is due to the MPO by November 1, 2016. The applications received by the MPO to date include:

- Two Safe Routes to School coordinator positions: Central Consolidated School District and San Juan Safe Communities Initiative;
 - Will fund each of these positions for two years
- 20th Street Sidewalk – Phase III – City of Farmington;
 - North side of 20th Street from Sullivan to Dustin
- Foothills Drive – Phase II – City of Farmington;
 - Continue reconstructing and enhancing street with detached multi-use paths and bike lanes
 - Project is shelf-ready
- Anesi Park Trail Development and Connections – City of Farmington;
- Downtown Farmington Main Street project.
 - \$2,000,000 project; local match of \$291,000

Mr. Garcia noted that the local required match for these projects is 14.56% match.

Mr. Voita asked if the County had submitted an application. Mr. Garcia replied that the County has submitted an RTP application for a Glade Run trail improvements in partnership with BLM.

The City of Aztec has not submitted any applications as of this date.

Mr. Wakan reported that the County's Kirtland Walk Path multi-use trail project has run into some cost issues and they may have to phase this project into two separate projects.

ACTION: The report was received.

7. UPDATE ON THE CITIZENS ADVISORY COMMITTEE (CAC)

Mr. Wakan asked if the Policy Committee members had any people interested in participating on the Citizens Advisory Committee (CAC). There is an invitation letter that can be sent out to anyone who is interested. The invitation was sent to the Complete Streets Advisory Group members and Staff has received two or three replies of interest.

Names of interested parties can be e-mailed to June Markle and she will send out an invitation to those individuals.

8. INFORMATION ITEMS

Mr. Garcia reported on two upcoming trainings for MPO staff:

- Mr. Wakan will be attending the National Association of City Transportation Officials (NACTO) in Seattle from September 25-30, 2016, and;
- Mr. Garcia will be attending the APA-NM conference in Albuquerque on September 29 & 30, 2016.

Staff assisted Mrs. Anngela Wakan and the San Juan Safe Communities Initiative in seeking a \$10,000 People for Bikes Community Grant. The grant will fund bike paths, lanes, trails, bridges or any type of bicycle facilities or advocacy for bikes. Mrs. Wakan thought this might be a good approach to the 30th Street pedestrian boulevard. A letter of interest was written and an invitation to apply was received. The grant requires that local elected officials provide a letter a support. Mr. Garcia wanted to let the Policy Committee members know that they might be approached in the next several weeks seeking this letter. Senator Udall's office has responded to say the state's congressional delegation will be writing a letter of support for this grant along with several business leaders.

Councilor Duckett commented that a road diet would be much more expensive than \$10,000 and he thought the entity responsible for maintaining the roadway and enforcing the laws on it would also need to approve of the plan. Mr. Garcia clarified that the grant was not for any construction. The grant would be used for outreach and possibly a cyclovia or street fair that would create a temporary road diet. The police and public works would be approached to get their input and allow residents and local neighbors to see what a road diet might look like. The street would not be closed, but narrowed asking vehicles, bicycles, and pedestrians to share the road. Mr. Garcia said this would provide a well-balanced approach to see how this might work in Farmington. Councilor Duckett asked if the grant was received, but the City of Farmington did not buy into the concept, what would happen to the funds. Mr. Garcia replied that the grant funds would be returned.

Mr. Sypher commented that this proposal had been previously presented to the City Manager and he referred it back to the public works department who is in the process of vetting the plan now. He said if the City of Farmington had to sponsor the grant, the request was premature since the project as yet to be vetted. Mr. Garcia clarified that he was not seeking approval for any project and had used the 30th Street project as an example only. Mr. Garcia added that the grant application is for community outreach and a simple letter of support from an elected official to accompany the grant application was all that was being requested at this time.

9. REPORTS FROM NMDOT

District 5 – Paul Brasher

Mr. Brasher reported that NMDOT is winding up another two mile stretch along US 64. The next two-mile stretch is in design with construction anticipated in 2017. Along the current section, Mr. Brasher commented that there were some issues with drainage and right-of-way. Also, the slopes along the shoulders on this current section are being reseeded. He noted that there are always challenges to provide road and business

access along the new roadway. Mr. Brasher stated that the current project is slightly ahead of schedule and added that there had been good cooperation with the businesses and the public.

Councilor Duckett commented that his father-in-law owns a business along US 64 and he was very complimentary about the speed and quality of the work and the access provided to his business during the construction.

Commissioner Sipe asked if Mr. Brasher had any new updates on the East Arterial project in Aztec. Mr. Brasher said District 5 had spoken with the City of Aztec last Wednesday and they are waiting for the City of Aztec to secure the needed right-of-way from BLM and complete the final disposition on the landfill. These things will need to happen before NMDOT can wrap up the design and go to construction in 2017.

Commissioner Sipe said that this project had never been designed to be four lanes yet now the City of Aztec has to secure additional right-of-way to enable the expansion to four lanes. She said it was very frustrating to have the two ends of the project done, but not be able to complete the middle portion. Mr. Brasher said that the roadway cross-section is not currently being designed for four lanes, but the additional right-of-way will allow it to accommodate four lanes in the future. The land is rough so additional right-of-way is required even for the two lanes. The consultant has verified that in the future should widening be desired, it can be accomplished within the right-of-way with the land transfer from BLM.

NMDOT Planning – Robin Elkin

Mr. Elkin had left the call.

9. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Commissioner Sipe thanked Mr. Brasher and District 5 staff for the weeding and some lane striping that has taken place in the Aztec area.

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

10. BUSINESS FROM THE FLOOR

Mr. Hathaway commented on the completion of the Complete Streets Design Guidelines. He had participated on the Advisory Group and observed the Technical Committee meetings held to review and edit the document and wanted to thank MPO Staff for their hard work and efforts in getting this document to adoption.

Ms. Morris said she would like to comment on the recent decision by the Bloomfield City Council to cut funding for the Red Apple Transit. She thought this was a significant decision that will impact families, children, and the community as they look for transportation to San Juan College, jobs, the hospital and shopping facilities. She asked the Policy Committee members to encourage the City of Bloomfield to review this decision.

Mr. Wakan reviewed the most recent boarding and alightment activity in one year's time along the Bloomfield route. Ms. Nobis stated that the City of Bloomfield had received many phone calls from residents unhappy with the decision to cut Red Apple Transit services. Councilor Duckett said he thought this had not been an easy decision for the Bloomfield Council to make.

Mr. Wakan also updated the committee on recent food desert analysis performed by Staff that indicates that poverty levels are higher the closer people live to mini-marts versus a lower poverty level if people live a quarter mile to a regular grocery store.

There was no additional business from the Floor.

11. ADJOURNMENT

Councilor Duckett adjourned the meeting at 3:00 p.m.

Nate Duckett, Chair

June Markle, Administrative Aide