

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
SEPTEMBER 26, 2013

Technical Members Present: Cynthia Lopez, City of Farmington
Chico Quintana, Alternate, City of Farmington
Dave Keck, San Juan County

Technical Members Absent: Roshana Moojen, Alternate, City of Aztec
Teresa Brevik, City of Bloomfield
Nica J. Westerling, City of Farmington

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

Staff Absent: None

Also Present: Larry Hathaway, San Juan County

1. CALL TO ORDER

Mr. Keck called the meeting to order at 10:05 a.m.

2. APPROVE THE MINUTES FROM THE AUGUST 7, 2013 SPECIAL TECHNICAL COMMITTEE MEETING

Ms. Lopez made a motion to approve the minutes from the August 7, 2013 Special Technical Committee meeting. Mr. Quintana seconded the motion. The motion to approve the minutes was passed unanimously.

3. APPROVE THE MINUTES FROM THE AUGUST 22, 2013 TECHNICAL COMMITTEE MEETING

Ms. Lopez made a motion to approve the minutes from the August 22, 2013 Technical Committee meeting. Mr. Quintana seconded the motion. The motion to approve the minutes was passed unanimously.

4. COMMUNITY AND REGIONAL CONCERNS

Subject:	Community and Regional Concerns
Prepared by:	Joe Delmagori, MPO Planner
Date:	September 18, 2013

BACKGROUND

- On August 22, the Technical Committee discussed the need to have a collective voice that addresses several community and regional concerns.
- The concerns relate to interactions and communications with NMDOT District 5 with regards to regional priorities and maintenance.

CURRENT WORK

- An overview of the concerns is being presented to the Policy Committee on September 19.
- A summary of this discussion will be given at the September 26 Technical Committee meeting.
- The Technical Committee would like to hold a work session with District 5 to further discuss these concerns and develop solutions.

RECOMMENDATION

- It is recommended that the Technical Committee:
 - a. Review the concerns raised at its August 22 meeting
 - b. Receive a summary of the discussion held with the Policy Committee on September 19
 - c. Determine the content and schedule a day/time for the Work Session.

DISCUSSION: Mr. Delmagori reported on the list of Technical Committee concerns that was presented to the Policy Committee on September 19 and their subsequent discussion on these issues.

Mr. Delmagori referred to the handout provided to the Technical Committee members which summarized the Policy Committee's discussion of the concerns. Mr. Delmagori said Mr. Keck reviewed the list of regional concerns for the Policy Committee, highlighted the main points, and stressed the need for a collective voice for the area with political backing. Mr. Delmagori stated that Mr. Keck had also said that San Juan County was focused on improving the community and that the state highways are not providing the attractiveness to this area that is needed to achieve the sense of community. Mr. Delmagori reported that there was also discussion of the regional priorities for the area that could help alleviate traffic on the state highways. Mr. Keck also discussed that the local entities typically do the maintenance work on state

highways in the area as a courtesy, but there are liability and cost issues associated with doing this.

Mr. Delmagori reported that Councilor Darnell mentioned that the MPO should be utilizing the assistance of Butch Mathews, Transportation Commissioner for District 5. Other Policy Committee members commented that previous interactions with Mr. Mathews had not always been favorable. It was recommended, however, that Mr. Mathews be invited to participate in this work session, and that if he can be made more aware of the local concerns here, he may be more empathetic to the area's perspective on these items.

Mr. Delmagori said that Mr. Phil Gallegos with District 5 then provided responses to some of the issues mentioned, relating to US 64, the East Arterial, MOUs, and communications. US 64 is on the National Highway System and the US 64 project is a priority for the District. All corridor studies have been completed and FHWA wants the project completed. Mr. Gallegos did acknowledge that this was a costly project running \$15-\$16,000,000 per phase and that it would not be fully completed until 2019.

District 5 is committed to completing the East Arterial project in Aztec. Mr. Gallegos explained that there were some issues with the City's documentation prior to the August 15 obligation deadline and, unfortunately, the \$2,400,000 Federal STP money for Phase IB of this project could not be obligated and was returned to NMDOT. Along with the documentation issues, FHWA determined that this project did not connect to any other roadway. The project was originally intended to branch off of US 550 and head east past an arroyo and end at a county road. But due to the arroyo, the project could only be taken so far and there were no other local streets in the area that the project could connect to. Because of this the project was considered to dead end. District 5 does plan to re-fund the project in the near term.

Ms. Lopez asked if another entity or project in District 5 could qualify for this STP funding. Mr. Delmagori said that the money had reverted back to the state. The money would most likely be classified as closeout funds and that other shovel-ready projects in the state would be selected to receive the money.

Mr. Gallegos reported that NMDOT is hiring three engineers who will each help two districts with their local projects. This will provide an additional level of NMDOT oversight to assist the local entities with projects.

The outstanding maintenance agreements (MOU) are being reviewed by NMDOT's legal department. Mr. Gallegos reported that the current pending MOUs are just with the County, but other MOUs could become available for other entities as well.

Mr. Javier Martinez with Mr. Gallegos' department is the one who oversees driveway access permits. Mr. Gallegos will ensure that Mr. Martinez works with the entities and the developers prior to granting driveway access.

As for communication problems with District 5, Mr. Gallegos said to provide him or Miguel Gabaldon with the names of those District 5 employees who do not return phone calls and they will ensure the problem is corrected.

Mr. Delmagori reported that Mr. Ray Hagerman with Four Corners Economic Development (4CED) also spoke to the Policy Committee. Mr. Hagerman discussed the five committees that 4CED has formed to seek solutions to local issues. He also reiterated the importance of aesthetics when it comes to tourism. He also spoke about BNSF Railway working with the town of Thoreau on an industrial park and rail hub, and the possibility of a spur line heading north to Farmington.

Mr. Delmagori said that the Policy Committee discussion wrapped up with identifying the need for a Policy and Technical Committee workshop. Councilor Darnell said he would invite Commissioner Mathews, and Mr. Gallegos recommended inviting Miguel Gabaldon and his staff. Invitations would also be extended to Mr. Hagerman or another member of 4CED. Mr. Delmagori added that Mr. Keck had also suggested including the executive staffs of the entities.

Mr. Delmagori asked for comments and thoughts from the Technical Committee members on possible dates for the work session. Mr. Wakan said that at the Policy Committee meeting it was decided that the date for the work session would be based on Commissioner Mathews' availability. Ms. Lopez asked Mr. Delmagori to let the Technical Committee members know which date(s) worked best for Commissioner Mathews.

Mr. Keck asked if it was advisable, considering they were contacting Commissioner Mathews, to advise and involve the county and city managers. Ms. Holton said she and Mr. Delmagori had spoken about this and determined that the direction for discussing these issues should come from the MPO Technical Committee since they were the ones who had raised the concerns. Mr. Keck asked if the executive staff of the entities still held their managers' meeting. Ms. Holton said that those meetings were still held once a month. Mr. Keck said he would not want to involve the managers in a work session with NMDOT until all the issues were fully understood and the MPO could get their opinion on the best way to approach the issues. Ms. Holton said she thought the executive staff would prefer to discuss the issues with their Technical Committee representative before proceeding with a work session. Mr. Keck thought this would be a good idea for each Technical Committee member to speak with their individual management and explain the issues and concerns. After this initial discussion with their representatives, the executive management from each entity can decide to collectively discuss the concerns. Once the executive staff is on board, the MPO can schedule the work session. Ms. Holton said that she believes the City of Farmington's executive level staff is aware of the issues, but a discussion of the details would be constructive. She said it was important that the Technical Committee members take on these discussions with executive staff because MPO Staff can only go so far.

Mr. Keck reiterated that each Technical Committee member would individually speak to their executive staff to see how best to approach this work session and how much involvement they might want to have in the actual discussions. Ms. Lopez suggested that at the next Technical Committee meeting, the members could report on the responses from their executive level staff. Mr. Delmagori agreed that this sounded like a good idea and confirmed that at their October meeting the Technical Committee members would each report back to the group as a whole.

Mr. Keck asked if there were other concerns that should be included on the list. He said he had asked Mr. Gallegos who at District 5 should be contacted with routine maintenance concerns. Mr. Gallegos told Mr. Keck to send Mr. David Martinez an e-mail and he would take care of the issue in question. Mr. Keck wondered if this was the best way to handle these types of issues. Ms. Holton commented that at least by sending an e-mail the issue was documented. Mr. Keck said all the entities should start doing this. Ms. Holton added this was the best way especially since this is how Mr. Gallegos was instructing the members to contact District 5. Ms. Lopez said she wanted to run the list of issues past Ms. Nica Westerling. She thought she and Ms. Westerling should be the Technical Committee members to speak with the City of Farmington management. Ms. Holton stated that Mr. Bob Campbell is well aware of the issues.

Mr. Keck said he thought it was important for the entities to have MOUs with District 5. An MOU would allow the local entity to take care of routine maintenance on state highways, possibly be reimbursed for the work, and have the liability authority issue resolved beforehand. Ms. Lopez said she thought it was more an issue of liability than of compensation. The entities want the community to look nice, but without the liability burden. Mr. Wakan suggested documenting the work that an entity might do and, perhaps, even take before and after pictures of the site. Mr. Keck commented on an MOU the County is working on for NM 57 which leads into Chaco Canyon. This road ties into the County's road network in the area and NMDOT quit taking care of the road. Mr. Keck said that, if approved, this MOU would compensate the County for blading the road.

Mr. Keck asked if the MPO could be involved in obtaining MOUs. Mr. Delmagori said, unfortunately, this would not tie into any MPO role. Ms. Holton added that this would be an operational concern versus one of planning, and the role of the MPO staff is strictly planning. Mr. Keck said that with four entities involved in this area, consolidating MOUs would make sense rather than having four separate MOUs covering the same work. Ms. Holton mentioned an "interagency governmental agreement" (IGA) which provides a more regional concept of cooperative effort. Mr. Keck wondered if an IGA could be implemented here among the four entities. Ms. Holton added that it was important not to set a specific dollar amount in any IGA or MOU as costs could change significantly. Mr. Quintana asked who might create this type of document. Mr. Keck said that NMDOT has sent him MOU templates in the past that he would tweak for a particular use. An IGA-type document could be handled similarly.

Mr. Keck said that if other items come up that should be added to the list to let Mr. Delmagori know. Mr. Keck also asked if a timeline should be created. Mr. Delmagori said that maybe following discussions with the entities' executive management and the October Technical Committee meeting, a timeline could be implemented. Mr. Delmagori said the summarized list of issues will be compared to the minutes taken at the Policy Committee meeting on September 19. He will update the list and send it out to all the Technical Committee members.

Mr. Keck said he thought the Policy Committee had received the issues very well and that everyone in the community agrees that things need to be fixed. He reiterated how important the sense of community is to this area and that there needs to be a collective voice presented to NMDOT.

Mr. Delmagori said he would get the summary of issues revised, updated, and sent out. Then, before the Technical Committee in October, the members will discuss the list of concerns with their executive city staff.

ACTION: The report was received.

5. RECEIVE A REPORT ON COMPLETE STREETS

Subject:	Complete Streets
Prepared by:	Joe Delmagori, MPO Planner
Date:	September 18, 2013

BACKGROUND or PREVIOUS WORK

- Complete Streets is a means of designing a roadway so that it accommodates all modes of travel, such as walking, biking, and transit.
- On August 7, the Policy Committee approved a vision statement, values, and goals for Complete Streets which create the framework for the program.
- Staff has introduced the concept of land use context areas and road types to the Advisory Group and to the Technical and Policy Committees.
- The Advisory Group held its latest meeting on September 16.

CURRENT WORK

- The Advisory Group worked on an exercise to identify titles and definitions for land use context areas and road types for the MPO Complete Streets program.
- Land Use context areas are areas that comprise of a unique combination of building types, densities, and development form.
- Road types better represent how a street functions within a neighborhood.
- Land use context areas and road types for this region will be used as the basis for Complete Streets design guidelines.

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on Complete Streets.

DISCUSSION: Mr. Delmagori reported that the Complete Streets Advisory Group had met on September 16. At this meeting, the Advisory Group focused on land use context areas and road types which had been introduced a couple of months prior. Mr. Delmagori reminded everyone that land use context areas are used by the Pennsylvania DOT (PennDOT) and the City of Roanoke, Virginia for their Complete Streets programs. These create overlays to the existing land use and road

classifications in order to better represent what a particular area is, identify who might use the facilities in the area, and consider how the road should be adapted to be a complete street and still meet those particular needs.

Mr. Delmagori reported that the September 16 Advisory Group meeting was entirely devoted to an exercise where they broke into small groups and took on this activity. Mr. Delmagori showed a copy of the template that the small groups used for this exercise. A handful of suggested land use context area titles were first brainstormed at the July 9 Advisory Group meeting. The Advisory Group was reminded of the seven or eight land use context area names used by PennDOT and Roanoke. Staff also asked the Advisory Group to consider their own titles and begin to define or describe what those context areas could look like.

Mr. Delmagori said the small groups were asked to consider the twelve identified possible titles and to try and narrow them down to five to seven. He explained that later on these context areas will be linked to the road types in order to develop Complete Streets guidelines and having a smaller number of context areas will help streamline the process.

At the conclusion of the meeting, Mr. Delmagori reviewed the land use context area titles and definitions that each of the three small groups compiled. Staff then began to consolidate the titles for the context areas and came up with seven broad terms that could define the land use context areas in this region:

- Rural/Agricultural
- Regional Commercial
- City Commercial
- Suburban Neighborhood
- Traditional Neighborhood
- Town Center
- Central Business District/Downtown

Mr. Delmagori said this proposed draft of the land use context area titles would be e-mailed to the Advisory Group members in preparation for their October 16 meeting. Mr. Delmagori noted that the land use context areas go from a rural setting to the downtown urban setting. Using what the Advisory Group had identified as definitions for the land use context areas, Staff had also combined a draft form of the definitions.

Mr. Delmagori said discussion of the land use context areas took up most of the September meeting, so the road types would be the focus of the October Advisory Group meeting.

Mr. Delmagori hoped that this part of the Complete Streets process would be wrapped up by year-end so that work on the guidelines could begin in 2014. Staff will continue to provide Complete Streets updates to the Technical and Policy Committees.

ACTION: The report was received.

6. RECEIVE A REPORT ON THE UPDATE TO THE REGIONAL TRAFFIC MODEL

Subject:	Regional Traffic Model Update
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	September 18, 2013

BACKGROUND or PREVIOUS WORK

- Staff completed baseline population/employment estimates and changes to the Traffic Analysis Zones (TAZ) boundary structure.
- The Policy Committee approved the new TAZ boundary structure on April 23.
- The Policy Committee approved the TAZ base year and future (2010, 2025, and 2040) population and employment projections and distribution on August 7.
- Staff distributed housing types (mobile home, single family, multi-family etc.), employment types (office, retail, medical etc.), and student populations across the TAZ structure for the base and future years.

CURRENT WORK

- Staff has hired a consultant who will begin model calibration, validation and staff training in August.
- Staff discussed minor TAZ modifications with the consultant on September 12 in preparation for model calibration.
- Staff is creating a database of AM and PM peak hour volumes for road links that are traffic count locations in preparation for traffic assignment.

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on the update to the Regional Traffic Model.

DISCUSSION: Mr. Wakan reported that Staff had been working with Mr. Bob Shull, the traffic consultant, on the traffic demand model. Mr. Shull has completed the initial work in updating the model.

Mr. Wakan stated that Mr. Shull asked for a few minor adjustments to three TAZ boundaries, but that overall the TAZ structure looked good.

Staff created a database of AM and PM peak hour volumes for the road links. Mr. Shull had also requested information on the truck traffic. Using available speed and class data from previous years' counts, Mr. Wakan was able to calculate truck volumes. Not all locations collect speed/class data, thus gaps in the map are evident. Staff intends to collect speed/class at locations that would fill in the gaps, particularly on principal and minor arterials. The truck volume information was provided to Mr. Shull for

incorporation into the traffic model. This information along with the peak hour volumes are two new pieces of information for the model update.

Mr. Shull is also gathering crash data from NMDOT through the University of New Mexico and including it in the model. He felt that the inclusion of crash data is necessary as crashes tend to amount to higher losses when compared to congestion.

Ms. Lopez asked if the typical oilfield truck can be differentiated from a regular pickup truck. Mr. Wakan explained the data is collected based on the number of axles the vehicle has, so an oilfield truck weighed down with equipment cannot be separated out from a regular pickup truck. Mr. Wakan noted that if higher technology equipment could be used, it might be able to differentiate between the two types of vehicles. Ms. Lopez commented that oilfield traffic makes up a large portion of local traffic and causes a lot of the wear and tear on the roads.

Mr. Wakan said that Staff is working with Mr. Shull to develop a calendar on when the various steps in the calibration/validation process are expected to be completed.

ACTION: The report was received.

7. RECEIVE A REPORT ON THE 2013 TRAFFIC COUNT PROGRAM

Subject:	2013 Traffic Count Program
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	September 18, 2013

BACKGROUND

- The MPO maintains traffic counts for over 220 locations throughout the MPO boundary.
- Locations are taken according to a three year cycle and periodically change due to the deletion or addition of various locations.
- The 2013 Traffic counts are in the first year of a new three-year cycle.
- Counts that were not approved last year or were affected by road construction will be counted in 2013.
- The MPO conducted 88 volume counts in 2012 (30 with Speed/Class).
- The MPO also conducted 32 initial Weekend Counts in May 2013.

CURRENT WORK

- Staff is splitting the annual weekday traffic count list into a fall/spring calendar format to better understand traffic volumes throughout the year.
- 41 locations out of the 82 total will be taken the week of October 21.
- Staff is also merging the weekend count calendar to coordinate with the weekday count calendar on a semi-annual basis.
- The list of weekend locations will also be split in half between the fall and

- spring.
- 16 locations out of the 32 total will be taken October 18-20.
- The MPO hired the same consultant to a new one-year contract to take counts in October and again in the spring.

RECOMMENDATION
▪ It is recommended that the Technical Committee receive a report on the 2013 Traffic Count Program.

DISCUSSION: Mr. Wakan referred to Pages 5-7 of the Agenda which showed the 2013 weekday traffic count locations. Five locations will be counted on the weekend and as part of the regular 48-hour weekday count.

Mr. Wakan noted that Staff had split the annual count list into a semi-annual list. There are approximately 41 weekday locations for this fall count. The consultant is scheduled to take the counts during the third week in October. Mr. Wakan noted that there are also 16 weekend counts that will be taken prior to the regular counts.

Mr. Hathaway asked about the missing Traffic Information Management System (TIMS) number for the location BL_226. Mr. Delmagori said this identification number needs to be provided to the MPO by NMDOT. He commented that the MPO is going through a revision of the database and the state is implementing a new TIMS program and this location just happened to not be in the database yet. Mr. Wakan said Staff will be meeting with NMDOT in the next month or so to review the traffic count program with them. He asked the Technical Committee members to make any recommended additions or deletions to the traffic counts locations that they would like to see in the future.

ACTION: The report was received.

8. RECEIVE A REPORT FROM NMDOT

Mr. Delmagori gave a report for Mr. Phil Gallegos of District 5. This is a summary of his report given to the Policy Committee meeting last week:

- The intersection project at NM 516 and Light Plant Road is under construction. The project is to change the geometric design of the intersection, improve sight distances, and improve corner clearances
- The mill overlay issues in Bloomfield are expected to be completed fairly soon
- District 5 is awaiting the final report from the Road Safety Audit (RSA) completed at the intersection of NM 371 and N36. It appears that a signal was indicated, but Mr. Gallegos did not have any further information
- Mr. David Quintana will be back as the MPO Planning Liaison beginning in October

- District 5 is very interested in getting the East Arterial project in Aztec funded. Mr. Gallegos had explained why the funding was removed and Mr. Delmagori had explained the issues with this project under Agenda Item #4.

Mr. Delmagori reported on an e-mail from Mr. Gallegos that stated Ms. Margaret Haynes was no longer with NMDOT's local government unit. Ms. Yolanda Roybal has now taken over that position. Mr. Delmagori said no reason was given for the change.

Mr. Delmagori gave a report for Mr. Brian Degani of the Planning Division, which was a summary of his report to the Policy Committee on September 19.

The NMDOT Traffic Bureau wants to meet with the MPO in the next month or two to review the traffic count process and to double-check the databases and ensure road sections match

The performance measures are the biggest difference with the MAP-21 transportation bill. Mr. Delmagori reported that when the bill was passed, FHWA was given 18 months in which to identify what the performance measures were going to be and December marks the end of those 18 months. These draft FHWA performance measures are expected to be available soon. Mr. Degani had reported that a notice of proposed rulemaking would be formally issued soon and then the MPOs and DOTs will have an opportunity to provide comments. Mr. Wakan added that at the MPO Quarterly Meeting there was discussion on the performance measures and the hope that they will eventually help prioritize projects and empower each MPO regionally. Mr. Delmagori added that following the issuance of FHWA's performance measures, each state DOT had one year to develop their measures. Following the issuance of DOT performance measures, the MPOs were given six months to develop their measures. The MPO will try to be proactive with this because of the long-range planning process that will begin in the next month or so.

The state's long-range plan is moving forward. Mr. Claude Morelli will be organizing working groups shortly to assist in the process.

Mr. Wakan will be attending the joint MPO/RPO Meeting on October 21. This will be an opportunity for the MPOs and RPOs to discuss MAP-21 in general and its strategic goals as well as other statewide issues.

The state rail plan held several meetings in the area about eighteen months ago to gather public comment on updating the state's rail plan. The Rail Bureau will release a draft of this plan next week and Mr. Delmagori will forward a copy of the plan to all Policy and Technical Committee members when he receives it. The Rail Bureau has also contacted Mr. Delmagori about giving a presentation to the MPO Technical Committee on October 24 and to the Policy Committee on November 14.

The Safety Bureau is working on developing guidelines for the Highway Safety Improvement Program (HSIP) to help streamline the process and assist in identifying projects that are eligible for selection.

After the Policy Committee meeting last week, Mr. Degani, Ms. Moojen, and MPO Staff conducted a site visit of the NM 516 and US 550 intersection. This intersection is

expected to become a key link between the historic downtown area of Aztec and the proposed north Main Street extension that will become the newer part of Aztec's downtown. Ms. Moojen had asked for suggestions for pedestrian safety for this intersection. Mr. Degani took pictures at the intersection and observed some of the truck movement, traffic volumes, and existing overhead pedestrian signs. Mr. Degani will provide this information to the Safety Bureau so they are aware that this intersection could potentially become a future safety project.

9. RECEIVE A REPORT ON THE TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

Subject:	Transportation Alternatives Program
Prepared by:	Joe Delmagori, MPO Planner
Date:	September 18, 2013

BACKGROUND or PREVIOUS WORK

- MAP-21 has created the new Transportation Alternatives Program (TAP).
- Funding for TAP projects will be based on a project selection process.
- The Policy Committee approved the five submitted projects for TAP funding on August 7.

CURRENT WORK

- Bloomfield and Farmington passed resolutions of support for their projects in August and September.
- Staff has made final reviews of the PIFs and TAP applications to ensure all information has been collected.
- Staff completed the TAP Checklist that summarizes the project selection process.
- The FMPO TAP packet is being submitted to NMDOT Planning on September 19.

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on the Transportation Alternatives Program.

DISCUSSION: Mr. Delmagori reported that over the past several months, the MPO has been selecting and scoring projects for the TAP program. All five projects submitted were approved by the Policy Committee on August 7. Staff reviewed and finalized the Project Identification Forms (PIF) as well as the TAP Applications. Mr. Delmagori stated that the resolutions from the City of Bloomfield and Farmington had also been received and that all the documentation was given to Mr. Degani at the Policy Committee meeting.

Mr. Delmagori restated that all projects were fully funded except for the need to scale back on Phase 2 of the 20th Street Sidewalk project. Every dollar of TAP money allocated to the MPO will be spent in FFY2014 and FFY2015. Staff will be preparing a TIP amendment to get these projects included in the STIP.

Mr. Delmagori said the entities will work with NMDOT's local government unit on the contracting and certification requirements just like with any other federally funded project. The NMDOT Planning Division actually has to approve the projects selected and award the money. Additionally they will issue an official letter to proceed with the contract. Mr. Quintana asked who would be the contact person at NMDOT for these projects. Mr. Delmagori said it will probably be Rosa Kozub and she will also be responsible for issuing the approval letter. The deadline for project submittal is October 1 and Mr. Delmagori said the letter to proceed could take up to a month after this to receive.

Ms. Lopez said she was pleased that the MPO was able to spend all the money. Mr. Delmagori agreed and thanked everyone for their assistance with the process and added that the projects selected should greatly benefit this area.

ACTION: The report was received.

10. RECEIVE A REPORT ON ACTIVITIES FOR THE SAFE ROUTES TO SCHOOL (SRTS) PROGRAM

Subject:	Safe Routes to School Program
Prepared by:	Duane Wakan, MPO Associate Planner
Date:	September 18, 2013

BACKGROUND or PREVIOUS WORK

- The Farmington Wall and Roll Program promotes the Safe Routes to School (SRTS) Program.
- Anngela Wakan, the Safe Routes to School Coordinator, has identified several SRTS activities for the new school year.
- MPO staff continues to participate in the SRTS Committee.

CURRENT WORK

- SRTS information booths were hosted by committee members during Back-to-School nights in August.
- A Walk Across America program is being organized for the participating schools.
- Children's walking progress will be tracked using punch cards that indicate the number of times students walk.
- Students will earn prizes and rewards for walking.
- The SRTS Coordinator is also trying to set up a Walking School Bus at McKinley.
- A bike rodeo is scheduled to be held at the Sycamore Park Community Center

- on September 27.
- October 9 is International Walk to School Day.
- MPO staff is developing maps that show the addresses of homes with students and their proximity to the schools.
- Student arrival counts for the fall semester were taken at the four participating schools during the weeks of September 2 and September 9.

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on activities for the Safe Routes to School (SRTS) Program.

DISCUSSION: Mr. Wakan reported that the SRTS Coordinator, Anngela Wakan, works with the local elementary schools to promote walking and biking to school. SRTS has been looking into different events to promote and advertise SRTS and to outreach into the community.

Mr. Wakan spoke about the bike rodeo scheduled for September 27 at the Sycamore Park Community Center. Mrs. Wakan has arranged for the use of bikes and helmets for the event and volunteers will help coordinate the circuit for the children to test their biking skills.

Mrs. Wakan has also reached out to the SRTS schools to participate in a Walk Across America program. The children's walking progress will be tracked using punch cards that indicate the number of times students walk. Students will earn prizes and rewards for walking.

The International Walk to School Day is October 9. MPO Staff will be assisting SRTS in handing out prizes to students at the four SRTS schools who walk or bike to school that day.

With enrollment data provided by the Farmington School District, Mr. Wakan has developed some maps for the four SRTS participating elementary schools and Animas Elementary. The maps illustrate where students live in proximity to their school. The maps highlight walking distances of a quarter mile and a half mile to indicate how many students live within these walking zones. This information will be used to create walking school bus routes that will bring the most students together to form a "walking school bus". Mrs. Wakan is looking for volunteers willing to lead a walking school bus and there is some funding available to offer a stipend to the volunteers. This available school enrollment data provides goals for the number of students SRTS should be encouraging to walk or bike to each school.

Mrs. Wakan is also looking to encourage Animas Elementary to begin participating in SRTS.

Mr. Wakan said Staff had also just completed the fall student arrival counts at Apache, Ladera, McKinley, and Mesa Verde Elementary Schools. Mr. Wakan explained the

spreadsheets which showed how students were tracked, how that data then compared to the previous years' information, and how the weather was tracked on each of the count mornings to see if weather conditions affect the number of children who walk to school. Mesa Verde walkers increased from last year. McKinley saw a slight decrease in walkers although their walking percentage is at 17% of the total student population. Ladera saw a big increase in walkers over last year and, being a neighborhood school, it offers the best opportunity for children to walk to school. Apache has the lowest numbers of students who are actually able to walk as most are bused in.

Ms. Lopez asked if any of the Aztec or Bloomfield schools have asked to participate in SRTS. Mr. Wakan said that Ms. Moojen has approached the SRTS Coordinator about a potential candidate for the SRTS program, but Mr. Wakan did not have any additional information on where this was at. Mr. Wakan noted that any school within the MPO boundary is eligible to participate. It was also mentioned that there are several elementary schools in Kirtland that might be considered. Ms. Holton noted that participation is really up to each school district. Mr. Delmagori added that it also takes a lot of time and effort, both by SRTS staff and the school, to make things happen. He noted that several years ago, Staff had taken the student arrival counts at Central Elementary in Bloomfield because the principal had heard about the program. After one year of arrival counts, however, there was no further interest expressed by the school and no counts have been taken there since the 2010-2011 school year. There is only so much Staff can do to promote the program and each school really needs to have an interested teacher or principal who will keep their participation active.

ACTION: The report was received.

11. RECEIVE A REPORT ON RED APPLE TRANSIT MONTHLY RIDERSHIP

Subject:	Red Apple Transit Monthly Update
Prepared by:	Joe Delmagori, MPO Planner
Date:	September 18, 2013

RED APPLE REPORT

- Ridership in 2013 through August was 89,042; in 2012 ridership was 81,780 during the same period, which is a 8.9% increase.
- Ridership for the Farmington routes reached 10,000 riders in a month for the first time this year in August.
- Since March, ridership on the Farmington routes has been at least 10% higher each month than compared to 2012.
- Since June, monthly ridership on the Aztec Route has been nearly double compared to monthly ridership last year.

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on Red Apple Transit monthly ridership.

DISCUSSION: Mr. Delmagori referred to Pages 12 and 13 of the Agenda which showed ridership data provided to Staff by First Transit.

Mr. Delmagori said that between January and August comparing 2012 to 2013, ridership increased by 9%. He noted that the route changes made in February 2012 are now a part of the mainstream bus schedule and riders have adapted to the changes. The Farmington routes hit the 10,000 rider mark in August for the first time this year. Additionally, the regional routes are staying steady or improving from month to month. The percent change in ridership for the Farmington routes since March has consistently been up. The Aztec route is also up substantially from 2012. The Bloomfield and Kirtland routes have remained fairly steady throughout 2013.

Mr. Delmagori said that Staff has completed the weekly route summaries of the data collected by the interns. The next step will be to complete the evaluation phase of the work and Staff will have a report ready for the Technical Committee in October.

ACTION: The report was received.

12. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	Joe Delmagori, MPO Planner
Date:	September 18, 2013

INFORMATION ITEMS

- MPO Summit for Policy Members.** Councilor Darnell and Mr. Delmagori attended the MPO Summit for Policy Committee members on September 14 in Albuquerque. A summary of the meeting will be provided on September 26.
- Metropolitan Transportation Plan Update.** Development of the 2040 MTP will begin in October 2013 and conclude in April 2015.
- MPO Quarterly.** MPO Staff attended the MPO Quarterly in Santa Fe on September 18, 2013.
- NMAPA Conference.** Farmington is hosting the NMAPA Conference on October 2-5, 2013.
- Other**

DISCUSSION:

a. Mr. Delmagori reported that he and Councilor Darnell had attended the MPO Policy Committee Summit in Albuquerque on September 14. The presentations on MAP-21 given by the Albuquerque MPO and the state's long-range plan update by Claude Morelli were very good. Mr. Delmagori will request a copy of the MAP-21 presentation from Mr. Dave Pennella and will e-mail it out to all members.

There was a roundtable discussion on economic development opportunities for the state. This was primarily about various transportation connectivity options for the existing environment. Those attending agreed that with the size of the state and available land, we tend to spread out wherever possible which makes walking and biking and transit opportunities difficult. There was discussion on building up and having more density in our cities. This was an open discussion and there were no conclusions drawn or solutions identified.

Mr. Mike Sandoval with the NMDOT Planning Office spoke about the open container and repeat DWI laws. He stated that the reason there is a penalty and funding is shaved off the top is that the state does not meet the federal standards for these programs. The open container law has been corrected for FY2014 so the state will no longer be penalized for this. The state, however, still needs to do work on the DWI program and money will be lost in the upcoming fiscal year.

Mr. Delmagori said there was a representative from the State Legislature who spoke about the Transportation Infrastructure Revenue Committee. This sub-committee is looking at ways to generate more revenue for transportation improvements. Mr. Delmagori said this sub-committee is similar to House Memorial 5 and House Memorial 9 when another committee was established to look into this exact same concern. There were no specifics in this discussion; it was intended to be an overview of the sub-committee.

Mr. Delmagori reported that lobbying was to be discussed at the end of the meeting. Mr. Delmagori stated that Staff had been advised not to participate in this discussion and Councilor Darnell was not interested in staying for this discussion.

Mr. Delmagori said the MPO had been asked to present the list of concerns from the Technical Committee to those attending the Policy Committee Summit. This agenda item was part of the lobbying portion of the agenda and, as mentioned above, neither Mr. Delmagori nor Councilor Darnell stayed for this part of the meeting. Mr. Delmagori said that attendees had been informed of the concerns via e-mail, but he had nothing to report on what conversation had occurred at the meeting.

b. Mr. Delmagori reported that the MTP plan update is due every five years. The last one was adopted in 2010 so the MPO needs to complete the update by April 2015 for adoption of the 2040 MTP. Staff will begin development of the 2040 MTP in October and an overview of the MTP process will be ready for the October Technical

Committee meeting. Mr. Delmagori said this will again be done in-house. He noted that the MAP-21 required performance measures will be incorporated into this update.

c. Mr. Wakan attended the MPO Quarterly meeting in Santa Fe in September.

d. Mr. Delmagori reminded everyone that the NMAPA conference is in Farmington at the Civic Center on October 2-5. The mobile workshops are on October 2 with the regular conference being held on October 3 and 4. The technical training will be held on Saturday, October 5. Ms. Holton added that there will be a significant presence from the planning division of NMDOT in attendance on Thursday, October 3.

13. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

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

14. BUSINESS FROM THE FLOOR

There was no business from the floor.

15. ADJOURNMENT

Ms. Lopez moved to adjourn the meeting. Mr. Quintana seconded the motion. Mr. Keck adjourned the meeting at 11:25 a.m.

Dave Keck, Chair

June Markle, MPO Administrative Aide