

**MINUTES**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**TECHNICAL COMMITTEE MEETING**  
**APRIL 25, 2013**

Technical Members Present: Roshana Moojen, Alternate, City of Aztec  
Cynthia Lopez, City of Farmington  
Nica J. Westerling, City of Farmington  
Dave Keck, San Juan County

Technical Members Absent: Brad Ellsworth, City of Bloomfield

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

Staff Absent: Mary Holton, MPO Officer

Also Present: Stephan Bach, NMDOT  
Larry Hathaway, San Juan County

**1. CALL TO ORDER**

Mr. Keck called the meeting to order at 10:13 a.m.

**2. APPROVE THE MINUTES FROM THE MARCH 28, 2013 TECHNICAL COMMITTEE MEETING**

Ms. Lopez made a motion to approve the minutes from the March 28, 2013 Technical Committee meeting. Ms. Westerling seconded the motion. The motion to approve the minutes was passed unanimously.

**3. RECEIVE A REPORT ON THE UPDATE TO POPULATION/EMPLOYMENT DATA FOR THE BASE AND FUTURE YEARS OF THE REGIONAL TRAFFIC MODEL**

<b>Subject:</b>	Population/Employment Base and Projections for Traffic Analysis Zones (TAZ)
<b>Prepared by:</b>	Duane Wakan, MPO Associate Planner
<b>Date:</b>	April 15, 2013

### TRAFFIC ANALYSIS ZONES UPDATE

- Staff completed its revisions and updates to the Traffic Analysis Zones (TAZ) boundaries.
- The Policy Committee is expected to approve the new TAZ boundaries on April 23.
- Updating population and employment for these TAZs for base and future years is the next step in the regional model update process.

### CURRENT WORK

- Population and employment for a new 2010 baseline, a new 2025 mid-year, and a new 2040 long-range are being created by collecting and aggregating Census Data, County GIS address points, local school enrollment numbers, and local expertise.
- Staff is meeting with land-use planners from the four local entities to gather recommendations and insight on population and employment projections.
- Staff is considering various methodologies to project population and employment across the new TAZ structure.
- Staff will work to incorporate the new TAZ boundaries and data series into the traffic model.

### RECOMMENDATION

- It is recommended that the Technical Committee receive an update to population/employment data for the base and future years of the regional traffic model.

**DISCUSSION:** Mr. Wakan reported that Staff completed its revisions and updates to the Traffic Analysis Zones (TAZ) boundaries and the Policy Committee approved the baseline model on April 23. Staff will now begin to update the population and employment forecasts for the mid-year of 2025 and for the new 2040 long-range.

Mr. Wakan gave a presentation to explain and review how the TAZ population and employment projections can be developed:

#### Resources & Tools

- GIS software
- Historical GIS data from the entities
- Historical Census data
- Bureau of Business & Economic Research (BBER) - UNM - they provide long-range county projections
- Zoning and land use maps

#### Budget & Costs

- Staff intensive project
- Require assistance from entity planners
- Consultant fees (BBER, outside consultant) - needed for modeling expertise

Mr. Wakan explained that there are three different approaches that can be used to calculate population.

#### Trend Approach

This is an efficient and cost effective approach; however, the accuracy of the model is not as good as what the other approaches provide. This approach looks at the historical data from the Census Bureau and extrapolates population numbers from that data. BBER could compile the county forecast for the 2025 midyear and long range 2040 time frames. This process would also require input from staff, other entity planners, and developers to determine where growth is expected to occur within the MPO planning area. Staff would then assign growth areas accordingly across the MPO boundary that matches BBER projections.

Ms. Westerling asked if the MPO could coordinate or partner with other groups in developing this information. Other groups might have uses for this information and be willing to help with the process and do some of the legwork. She suggested contacting the Chambers of Commerce, Enterprise Center, Convention & Visitors Bureau, and the Four Corners Economic Development Council (4CED). Ms. Moojen also noted that at the recent Rural Economic Development Council meeting, they mentioned trying to do some additional data compilation for the different regions. Ms. Moojen also suggested seeing if the economic development department would assist the county as a whole in developing this information. Ms. Westerling added that this model could help in growing the area. Ms. Moojen added that 4CED has already pulled much of this data and they might allow the MPO to access the information.

#### Dynamic Approach

Mr. Wakan said this approach builds a land use model that would calculate population and employment based on regional changes in land-use. It looks at zoning and the build-out potential as well as incorporating historical building permits, developer interviews, and a scoring system (access to transit, arterials, and recent activity). Mr. Wakan stated that the Mid-Region Council of Governments (MRCOG) in Albuquerque is currently using this model.

This approach is more accurate and would allow for future capacity building, and would provide a model that could be used at the county level. However, the dynamic approach is time intensive and involves building a land use model.

#### Scenario Planning Approach

Mr. Wakan explained that the Scenario Planning approach provides for good long-range planning for the county and involves public input on community values. This approach is also time intensive.

Ms. Lopez stated that the county had done some public workshops for zoning and land use issues last fall and she suggested there might be some recent available information extracted from these workshops that could be used for the MPO model. She added that Sites Southwest was here several years ago to gather data for the growth management plan. This plan discussed what the area wanted to be, what was needed and/or lacking, and it might provide some demographic information as well.

Mr. Wakan said that research recommends providing the public with four scenarios from which to choose so they can identify what they want to see for the area. The scenario planning approach would provide these different options.

Ms. Westerling said it would be interesting to know how many work hours each of these approaches would take. She thought the Scenario Planning approach would be ideal, but would lean toward the Dynamic Approach which still provided accuracy, but was perhaps a little less time intensive. With only two MPO planners and no long-range planner with the City of Farmington to assist with this type of project, a time intensive approach is not realistic. A model that took 500 hours to develop meant that an employee would spend one-quarter of their yearly work hours on the project; a model that took 1,000 hours to develop would equal one-half of an employee's work hours for an entire year.

Ms. Lopez added that cost was definitely a factor and noted that none of the local governments are able to take on any additional costs. She recommended the MPO look at options that keep the costs down. Ms. Moojen suggested that the entities consider pooling their COG hours and see if the COG could assist with the Dynamic Approach. She added that 4CED might also be interested in partnering with the MPO to gather and compile this information since transportation is something they are looking at because of its constraints on the economy. It was determined that all four local entities are still members of the COG. Members can access and make use of technical hours from the COG. Ms. Westerling said she would like to have better scenarios that can be used for planning.

Ms. Lopez added that the time factor will be important. How much time will it take to develop and also how often will the process need to be repeated. Ms. Westerling commented that if the MPO could involve other groups, they could help with the overall process and benefit themselves in the process. Ms. Moojen said although the COG is busy, if the entities have hours available to be used, the MPO should be able to get some assistance.

Ms. Moojen said the City of Aztec is using interns from the GIS program at San Juan College. She said this has been working very well for them. The interns are paid minimum wage and the reporting paperwork is not intensive. She recommended this as an option for other entities.

**ACTION:** The report was received.

#### **4. REVIEW THE DRAFT MPO TITLE VI PLAN**

<b>Subject:</b>	Title VI Plan
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	April 18, 2013

#### BACKGROUND

- The FHWA MPO Review indicated that the MPO needs to develop a Title VI Plan.
- This plan would also include an Environmental Justice component.
- The Title VI Plan needs to be adopted by September 2013.
- A draft of the MPO Title VI Plan was reviewed with the Technical Committee on March 28 and with the Policy Committee on April 23.

#### CURRENT WORK

- The plan will relate Title VI to the transportation planning and public involvement process.
- Staff received feedback from the NMDOT Office of Equal Opportunity.
- Sections of the NMDOT boilerplate that do not apply to the MPO can be deleted.
- As the fiscal agent, the City of Farmington will likely handle some Title VI procedures for the MPO, specifically relating to Title VI complaints, reporting, and training.

#### RECOMMENDATION

- It is recommended that the Technical Committee review the draft MPO Title VI Plan.

**DISCUSSION:** Mr. Delmagori reported that he had spoken with NMDOT's Office of Equal Opportunity and they advised that the MPO's draft Title VI Plan was on track. The boilerplate references to contracts and deeds will be eliminated from the MPO document since the MPO does not deal with these items.

Mr. Delmagori reviewed the current draft MPO Title VI Plan:

#### Introduction

This section provides a brief description of an MPO.

#### Title VI Nondiscrimination Statement of Policy

This section will remain the same as NMDOT's boilerplate.

#### Environmental Justice and Limited English Proficiency Policy Statement

This section will remain the same as NMDOT's boilerplate.

#### Federal Financial Assistance

This section references the fact that the MPO receives federal PL and 5303 funding.

#### Title VI Assurances

Sections on Specific Forms of Discrimination Prohibited, NMDOT programs and services covered by Title VI, and FHWA Assurances for Title VI and Other Nondiscriminatory Statutes were pulled directly from the NMDOT boilerplate.

### Environmental Justice

This section relates more specifically to the MPO. Mr. Delmagori stated that while reviewing other MPO's language on environmental justice, they referred back to their major planning documents, data collection, and transit activities. These areas have been included as sub-sections to the Environmental Justice section of the FMPO document and they are followed by anticipated MPO Actions.

#### Data Collection

For Data Collection, Mr. Delmagori said Staff would use Census data and other statistical data as a means of identifying low income and minority populations within the MPO. Several MPO Actions that would support this section were listed.

Ms. Westerling commented that Mr. Jay Peterman has produced some excellent maps for the Community Development Block Grant (CDBG) program for the City of Farmington. The maps detail where all the low income housing is and the information is updated on an ongoing basis. Ms. Lopez added that Mr. Peterman also compiles data for San Juan County and other entities use his data for grant writing purposes.

#### Unified Planning Work Program

The FMPO's Unified Planning Work Program (UPWP) is the annual list of projects and activities that are expected to be completed by staff and the two FMPO committees. In this document, the FMPO will identify projects, studies, and other activities that will provide more transportation options to disadvantaged populations.

Transportation Improvement Program & Metropolitan Transportation Plan  
Projects should be reviewed to assess the benefits and impacts they might have on various aspects of the population. Using various data collected by the MPO, the MTP can estimate growth patterns of disadvantaged populations and address the benefits and burdens that future transportation projects might have. Mr. Delmagori noted that some performance targets under MAP-21 guidelines may be included as part of the MPO Actions for the TIP section.

#### Transit Planning

The City of Farmington operates Red Apple Transit, but MPO Staff works with them in planning the route system so that it can appropriately serve low income and minority neighborhoods, make meaningful connections between housing and jobs, and ensure that transit is a viable transportation option.

Ms. Westerling asked if Staff planned to do minority and ADA reporting for the Red Apple Transit system. Mr. Delmagori said that Staff might assist the City of Farmington with these efforts.

Ms. Lopez stated that CDBG funds have been used for sidewalk and street work in depressed areas. She suggested speaking with Mr. Peterman to see what his funding could do and if it can be tied into what the MPO wants to do with improving transportation in those areas.

The next section in the document is the Public Participation Plan (PPP). Mr. Delmagori said the MPO's PPP already addresses ways to encourage public involvement in the MPO process. The MPO's current PPP will be included for this section of the Title VI Plan.

The remainder of the document references the Title VI coordinator, their responsibilities, the complaint process, and any required Title VI training. Mr. Delmagori spoke with NMDOT and they said the City of Farmington, as the fiscal agent for the MPO, could also act as the Title VI Coordinator.

Ms. Westerling noted that she had written a plan to address construction projects within the City of Farmington and this document could be referenced in the MPO document. Ms. Lopez believed there is a Title VI Plan for the City of Farmington and she said Mr. Peterman might also have one for CDBG.

For the limited English proficiency section of the document, Mr. Delmagori is waiting for additional feedback from NMDOT on what needs to be included.

Mr. Delmagori plans to have this document finalized and approved by the Policy Committee in June.

Ms. Westerling asked for a copy of the draft Plan to review once all the changes have been incorporated.

**ACTION:** The report was received.

## **5. RECEIVE A REPORT ON THE FFY2014 UPWP AND FFY2014 BUDGET**

<b>Subject:</b>	FFY2014 Unified Planning Work Program
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	April 18, 2013

### **BACKGROUND**

- The Unified Planning Work Program (UPWP) is the fiscal year work plan for the MPO.
- Starting with FFY2014, the MPO is moving its UPWP to cover planning activities and work products to be completed during the federal fiscal year (October to September).
- The Policy Committee is expected to approve an amendment on April 23 that extends the FY2013 UPWP to cover July 1-September 30, 2013.

### **CURRENT WORK**

- Staff will discuss with the committees about consensus on moving to a two-year UPWP to cover FFY2014 and FFY2015.

- Staff is working with the entities and NMDOT to identify projects for FY2014.
- Annual activities will include reporting and budgeting, the traffic count program, TIP maintenance, and Safe Routes to School activities.
- Major activities will include the MTP update, continued development of the Complete Streets process, transit data collection activities, and integrating new GIS applications into the planning process.
- Staff will work with NMDOT to develop PL and 5303 estimates for the MPO budget.

#### RECOMMENDATION

- It is recommended that the Technical Committee receive a report on the FFY2014 UPWP and FFY2014 Budget.

**DISCUSSION:** Mr. Delmagori reported that the Policy Committee approved the extension of the FY2013 UPWP by three months to cover July 1 - September 30, 2013. The FY2014 UPWP will now be on the federal fiscal year of October - September. With this change, development of the UPWP will begin in April and conclude in June.

Mr. Delmagori stated that the Policy Committee was amenable to moving to a two-year UPWP and budget. He added that a two-year UPWP would allow more flexibility for project timelines and deadlines. The Technical Committee agreed to move forward with the two-year UPWP.

Mr. Delmagori reported that the FY2013 projects are on track. Some of the remaining projects for this fiscal year include Complete Streets activities, developing the FFY2014 UPWP, getting the population/employment data finalized, completing the MPO Title VI Plan, and finishing the weekend traffic count work.

Ms. Lopez asked if Staff planned to develop a two-year UPWP now. Mr. Delmagori said that a FFY2014-2015 UPWP would be developed now for review and approval in June. The plan can still be amended in the future if necessary.

Mr. Delmagori reviewed the draft FFY2014 UPWP:

#### Program Administration

These are the typical MPO activities that often occur on an annual basis.

#### Comprehensive Development

- Update to the Metropolitan Transportation Plan.  
This Plan needs to be updated by April 2015. Staff will begin work on this update in October or November 2013.
- Complete Streets Development  
Work on Complete Streets is progressing well. Mr. Delmagori stated that the design guidelines and policies should be the focus of the work for the year.
- Update the MPO Access Management Plan  
Mr. Delmagori said this Plan should be updated as it was last approved in 2009. Ms. Lopez said that Complete Streets and the Access Management Plan should go hand in hand. Mr. Delmagori replied that the design guidelines and other elements of

Complete Streets could be included. Ms. Lopez said the two are very similar and she would like to see one document.

- Annual Traffic Count Program
- Intelligent Transportation Systems

The MPO does have an ITS structure in place, but there may be required maintenance or system developments that will need to be completed.

- Update the Functional Classification system

Mr. Delmagori said the state's functional classification database has not been updated since 2003. Staff will be working to assist NMDOT with this update process. The MPO's Major Thoroughfare Plan will be incorporated into the database.

#### Long Range Planning

- Traffic Demand Model

Once the population/employment data is finalized, a consultant will be hired to complete the validation/calibration process for the model. This model can then be used to evaluate future road projects.

- GIS Activities
- FMPO Major Thoroughfare Plan
- US 64 Final Design
- Corridor Studies
- Air Quality and Environmental

#### Short Range Planning

- Transit

Mr. Delmagori reported that the MPO will be hiring interns for the summer months for data collection activities.

- Safe Routes to School

Staff will continue to work with Safe Routes to School activities particularly those that involve the evaluation of the program.

- Data Collection
- NMDOT Planning Activities

#### Transportation Improvement Program

- TIP amendments and modifications

Mr. Delmagori reported that the MPO anticipates changing over to a two-year TIP. This coordinates with the two-year STIP.

- TIP database maintenance

Mr. Delmagori reported that the final draft of the FFY2014 UPWP will be ready for review by the Technical Committee at the May meeting with anticipated approval in June by the Policy Committee.

Ms. Westerling commented on the issues encountered last year with trying to update the major thoroughfare plan. Mr. Delmagori stated that any revisions to the MPO Major T-Plan would be based on input from the entities and would follow the Major T-Plan policies and procedures document.

**ACTION:** The report was received.

## **6. RECEIVE A REPORT FROM NMDOT**

Mr. Delmagori reported that neither NMDOT liaison could be in attendance, but did report on several items from District 5:

District 5 has located approximately \$2,900,000 for Phase IB of Aztec's East Arterial Route project. This is at the south end of the project where it will intersect with US 550 and the roadway construction will continue to the northeast.

Ms. Moojen said the funding amounts for this project keep changing, but Aztec believes they can complete Phase IB. The project will cross the arroyo and approximately .85 miles of roadway will be constructed. Also planned to be completed is the signalization project at the intersection of US 550 and NM 173. Ms. Moojen said the City of Aztec and NMDOT have been in discussions on shifting funding so that both of these projects can be completed. Mr. Keck asked if this would also include roadway improvements to NM 173 up to the new sports complex. Ms. Moojen said that the funding being discussed would be for the entire original safety project along NM 173 and would be funded with STP funds. Mr. Delmagori stated that once the details are finalized, Staff will issue a TIP amendment.

Mr. Delmagori reported that NMDOT is in the final negotiations with the consultant for the NM 371/N36 intersection study. He said that Mr. Quintana hopes to have a presentation for the Committees in the next few months.

The pavement preservation project on US 64 from the traffic signal at NM 170 to Troy King Road is in progress. Ms. Westerling commented that NMDOT has detoured traffic over to Twin Peaks Boulevard where the City of Farmington has already detoured traffic. The lack of coordination and communication from NMDOT has created some significant traffic headaches.

Mr. Delmagori said construction resumed on Phase II of the US 64 project at the intersection of US 550 and US 64 is underway. This construction should wrap up this Phase II of the project.

Mr. Delmagori said Phase III of the US 64 project from Bloomfield heading west to Farmington is expected to be let in May with construction beginning in late summer.

District 5 will be programming Phase IV of the US 64 project into the FY2015-2016 of the STIP; Phase V will be programmed into the FY2017-2018 of the STIP.

Mr. Delmagori also reported that the intersection of NM 516 and Light Plant Road is expected to be let soon with construction planned to begin this summer.

Mr. Delmagori introduced Mr. Stephan Bach who is with the infrastructure department of NMDOT. Mr. Bach said his department works with local governments on projects that receive federal funding. They assist local governments with designs, obtaining the required certifications, answering questions, and are in contact with all NMDOT units. Mr. Bach said his department reviews agreements for accuracy and completeness and

can help push projects through the NMDOT process. He said that if local governments have any questions, they can contact him or Margaret Haynes.

## **7. RECEIVE A REPORT ON THE GUIDELINES FOR THE TRANSPORTATION ALTERNATIVES PROGRAM (TAP)**

<b>Subject:</b>	Transportation Alternatives Program
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	April 18, 2013

### **BACKGROUND or PREVIOUS WORK**

- MAP-21 has created the new Transportation Alternatives Program (TAP).
- TAP merges Transportation Enhancements (TPE), Safe Routes to School (SRTS), and Recreational Trails into one program.
- Funding for TAP projects will be based on a competitive process that is developed by NMDOT and MPOs/RPOs.

### **CURRENT WORK**

- On April 5, the MPOs/RPOs met with NMDOT to conduct a final review of the TAP Guidelines document.
- NMDOT Planning issued the guidelines for the TAP Project Selection Process (PSP) as well as the corresponding documents.
- Eligible projects for the TAP PSP will be scored based on project readiness, where they appear in other documents, and how well they relate to the national planning factors.
- The TAP process will also include an application for the entities to complete, a resolution of sponsorship, and a letter of support.
- The Call for TAP projects will be issued on May 1 and the MPO will use the summer months to review, score, and select eligible projects for inclusion in the TIP.

### **RECOMMENDATION**

- It is recommended that the Technical Committee receive a report on the guidelines for the Transportation Alternatives Program (TAP).

**DISCUSSION:** Mr. Delmagori reported that the MPOs have finally received some information from NMDOT on the Transportation Alternatives Program (TAP). During the past month, NMDOT has finished writing the TAP guidelines which will outline the projects that are eligible for TAP funding and explain the selection process that all MPOs and RPOs will be required to follow. The guidelines are being submitted to FHWA for final approval.

Mr. Delmagori reviewed the TAP guidelines document:

The background section explains that TAP came from the new MAP-21 transportation bill and incorporates the old Transportation Enhancements Program (TEP), Safe Routes to School, and Recreational Trails Program.

The document then explains the projects that will be eligible for TAP funding and how much money will be available to each MPO and RPO. Mr. Delmagori said that the TAP funding dollars come to the state and are split 50/50 between the population areas and then all others areas of the state. FMPO can expect \$341,614 in federal money with a local match of \$58,215 giving a total of \$399,829 for both FY2014 and 2015. Mr. Delmagori stated that the two TPE projects previously identified in the TIP far exceed this available funding. Additionally, the TAP priorities that were identified over the past several months with the Policy and Technical Committees also exceed the money available. Ms. Westerling asked Staff to send this information to the Committee members for their review.

The next section in the document is the schedule of activities relating to the program. Mr. Delmagori stated that NMDOT expects to issue a call for applications in May. This process will involve the completion of a TAP application and a PIF form, and each project will have had to pass through the MPO process and have been scored. All completed applications must be submitted to NMDOT by September. Ms. Lopez asked if unused monies would be reallocated. Mr. Delmagori said that NMDOT will move unused funds back to the state pot and other shovel ready projects with all certifications in place would be eligible for this funding.

Ms. Westerling commented that no certifications are required if projects are funded with local money. However, certifications on a project costing \$200,000 can cost from \$10,000 to \$20,000. This is a huge expense to have to spend in order to simply try and qualify for TAP funding. Also, the definition of shovel-ready by NMDOT standards is different than how an entity defines shovel-ready. Mr. Keck noted that an entity needs to know that a project will be funded before they spend money on the certifications and environmental. Ms. Westerling stated that an environmental statement is only good for five years so, once it is completed, the clock starts running. Mr. Keck said often a project is stalled until the entity is sure they will receive funding. He added that NMDOT should remove the requirement for a project to be certified until after the project has been funded. The Committee discussed timing issues involved with obtaining the required project certifications and completing the necessary studies as well as the definition of shovel-ready.

Mr. Delmagori reported on the planning section of the TAP guidelines. If a TAP project is identified in a local, regional or state plan, study or other document, this indicates a level of public involvement and support for the project. The more references to the project in public documents, the more points the project could be awarded. Ms. Moojen said the legislature will also be considering requiring an economic development strategy to receive capital outlay funding. Additionally, the entity must prove they are budgeting a line item for such economic development.

Mr. Delmagori reported that along with project readiness and planning consideration, eligible TAP projects will be evaluated using the six of the MAP-21 planning factors:

1. Support **economic vitality** by enabling competitiveness, productivity and efficiency.
2. Increase the **safety** of the transportation system.
3. Increase the **accessibility and mobility of people by enhancing the integration and connectivity** of the transportation system.
4. **Protect and enhance the environment** by promoting energy or water conservation, improving quality of life, and promoting consistency between transportation improvements and locally planned land use goals.
5. Promote **efficient system management and operation**.
6. Emphasize the **preservation** of the existing transportation system.

Mr. Delmagori also referred to the scoring matrix on Page 12 of the Agenda. He asked Committee members to send him any questions on the TAP guidelines and he would forward those on to the TAP Coordinator at NMDOT.

**ACTION:** The report was received.

#### **8. RECEIVE A REPORT ON COMPLETE STREETS**

<b>Subject:</b>	Complete Streets
<b>Prepared by:</b>	Duane Wakan, MPO Associate Planner
<b>Date:</b>	April 17, 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.
- Complete Streets promote safety for all users, improve connectivity among modes, and helps create economic growth.
- Overview presentations on Complete Streets have been given to all councils/commissions and several organizations.
- The Complete Streets Advisory Group held their third meeting on April 3.

#### **CURRENT WORK**

- The MPO worked with the Advisory Group to confirm Complete Streets values.
- The Advisory Group members completed an exercise where they identified statements explaining what is important to them about Complete Streets values.
- Staff compiled these statements which will be used for developing goals that support the values.
- The values and goals will then be used to create a Complete Streets vision.

## RECOMMENDATION

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

**DISCUSSION:** Mr. Wakan reported on the April 3 meeting of the Complete Streets Advisory Group.

The Advisory Group performed an exercise where they identified and wrote down statements that explained what was important to them about the six Complete Streets values. Staff compiled and ranked the statements based on voting by the Advisory Group members. These statements will now be used to develop goals to support the values.

Mr. Wakan reviewed a presentation on the top statements compiled for each of the six values that were identified by the Advisory Group members at the meeting:

### Aesthetics

1. Landscaping: wider sidewalks, bicycle lanes, outside dining
2. More art in public spaces that defines community values or history
3. Infrastructure design as part of Complete Street (underground electrical, etc.)
4. Pull building up to property line to create outdoor room on street
5. Human scale

### Connectivity

1. Grid for connecting and dispersing traffic; including traffic calming measures accommodating pedestrian and bike safety
2. Explore possibilities of using alleys and utility easements to connect bike paths
3. Plan trails in tandem with streets; overlay of pedestrian connectivity with vehicular connectivity
4. Streets and paths need to be connected with multiple access points

### Economic Vitality

1. Connectivity of river walk trails to urban cores and destination centers providing adequate signage for tourism
2. Keep buildings on the street front; parking in the rear
3. Low motor vehicle traffic, slow speeds, low noise in business district
4. Spaces that encourage pedestrian lingering and shopping
5. Development of river walks that add to the quality of life and encourage relocation

### Multi-Modal

1. Stripes or medians where possible to keep multi-modal options
2. Buffer between pedestrian and vehicular traffic where possible
3. Prefer bike routes off of principal arterials
4. Medians provide a feeling of protection

### Health

1. Make walking an experience: art in public spaces, dance, movies on sidewalks, etc.
2. Encourage walk/bike for all socio-economic groups
3. Provide a bicycle friendly network and advertise it - bicycle use will grow if done

4. Advertise with signs for tourism on available trails and river walk
5. Provide walking/bicycle/equestrian opportunities on streets not just off streets

Safety

1. Landscaping/trees visually slow traffic, encourage feeling of safety, providing barrier from traffic is helpful to feel safe when walking
2. Cross access easements (parking lots) inside commercial development
3. Avoid narrow medians where possible and provide adequate refuge medians for pedestrians
4. Buffers (paving, etc.) between sidewalks and vehicle lanes
5. Traffic calming measures

Ms. Lopez and Ms. Westerling noted that many of the statements are in the Access Management Plan, the UDC, and other documents. Ms. Lopez recommended making the language consistent among the various documents.

Mr. Wakan said these statements will now be used to develop Complete Streets goals and then the vision statement. Following the development of the vision statement, the Advisory Group will consider land use contexts and road definitions. Mr. Wakan said the Advisory Group was very engaged in the process and the input from the Group has been very positive.

**ACTION:** The report was received.

**9. RECEIVE A REPORT ON REVISING THE JOINT POWERS AGREEMENT (JPA) TO INCLUDE MAP-21 REQUIREMENTS**

**Subject:** Joint Powers Agreement & MAP-21 Additions  
**Prepared by:** Joe Delmagori, MPO Planner  
**Date:** April 18, 2013

<b>BACKGROUND</b>
<ul style="list-style-type: none"> <li>▪ The FHWA MPO Review indicated that the MPO needs to update the current Joint Powers Agreement (JPA) to meet federal requirements and the new provisions of MAP-21.</li> <li>▪ This update would also include a conflict resolution clause to address disagreements.</li> <li>• As recommended by FHWA, the revised JPA would reflect current transportation federal law in effect since October 1, 2012 and capture the requirements of MAP-21.</li> </ul>

<b>CURRENT WORK</b>
<ul style="list-style-type: none"> <li>▪ Staff is working with the FHWA to gather further information as to the MAP-21</li> </ul>

- provisions that need to be included in the JPA.
- With assistance from FHWA, staff is developing a conflict resolution clause (Section 10 of JPA).

**RECOMMENDATION**

- It is recommended that the Technical Committee receive a report on revising the Joint Powers Agreement (JPA) to include MAP-21 requirements.

**DISCUSSION:** Mr. Delmagori had requested some additional information from Mr. Rodolfo Monge-Oviedo with FHWA on the MAP-21 information they require for the Joint Powers Agreement (JPA). Mr. Monge-Oviedo has not yet replied to this request. Mr. Delmagori hopes to have a more thorough report on revising the JPA for the May meeting.

**ACTION:** The report was received.

**10. INFORMATION ITEMS**

<b>Subject:</b>	Information Items
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	April 18, 2013

**INFORMATION ITEMS**

- a. **Policy Committee Actions.** Staff will provide a summary of Policy Committee actions from April 23 during the Technical Committee meeting.
- b. **MPO Open House.** To celebrate 10 years as an MPO, there will be a public open house held at the MPO office on April 30 from 1:30pm-4pm. Information will be provided on past, current, and future projects and MPO accomplishments during this time.
- c. **APA Transportation Planning Workshop.** Joe Delmagori will attend this workshop in Dallas, TX on May 10. The workshop will discuss MAP-21 and new approaches to transportation planning.
- d. **Other.**

**DISCUSSION:** Mr. Delmagori provided a summary of the Policy Committee actions taken at their meeting on April 23:

- Adopted FY2014-2019 TIP

- Extended the FY2013 UPWP to September 30, 2013
- Approved the new TAZ boundaries

Mr. Delmagori announced that the 10-year anniversary of the MPO was today, April 25. Staff is planning an open house on April 30 to celebrate MPO accomplishments over the past ten years. Mr. Delmagori also thanked Mr. Keck for his ten years of service on the Technical Committee. Mr. Keck has been the county's Technical Committee member for each of the ten years.

Mr. Delmagori will be attending an APA transportation planning workshop in Dallas on May 10. The workshop will discuss MAP-21 and new approaches to transportation planning.

The weekend traffic counts are scheduled for the weekend of May 3, 4, and 5. After some discussions with the consultant, they have agreed to take counts at all 32 locations that were identified.

#### **11. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF**

Mr. Keck reported that the San Juan County Commissioners approved an agreement with the Navajo Nation for \$1,500,000 to fund the replacement of Bridge 8105 at Huerfano. Mr. Keck commented that all the Navajo Nation's transportation funding in the past went to BIA roads. Recently, more of that funding is being channeled to Navajo DOT. Along with the \$1,500,000 from the Navajo Nation, San Juan County approved \$400,000 from their capital reserves to pay for their portion of the project, and there was also \$700,000 in federal bridge funding. Mr. Keck said these funds should be sufficient to complete the project and anticipates being under construction later this summer.

Mr. Keck noted that this agreement also allowed attachments to be added. Also, the Navajo Nation would like to hire San Juan County as a contractor to complete projects on the reservation for them. Because many of the roads on the reservation in the Shiprock area are in poor shape, San Juan County would build tailored projects for them. Mr. Keck said that the Navajo Nation will pay the County's equipment rental costs and employee salaries while they work on these projects. Mr. Keck said this was a huge step in working together with Navajo DOT especially since one-half of the county area is on the reservation. Mr. Keck said this will allow his employees to do some "cut to fit" projects and provide a service to the Navajo Nation at the same time.

Ms. Lopez said she will not be able to attend the May 23 meeting.

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

#### **12. BUSINESS FROM THE FLOOR**

There was no business from the floor.

13. ADJOURNMENT

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

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Dave Keck, Chair

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June Markle, MPO Administrative Aide