

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
July 11, 2018

Technical Members Present: Steven Saavedra, City of Aztec
Virginia King, City of Farmington
Cindy Lopez, City of Farmington
Andrew Montoya, City of Farmington, Red Apple
Fran Fillerup, San Juan County

Technical Members Absent: Jason Thomas, City of Bloomfield
Paul Brasher, District 5 NMDOT

Staff Present: Mary Holton, MPO Officer
June Markle, MPO Administrative Assistant

Staff Absent: None

Others Present: Andrew Arnold, Intern w/Russell Planning &
Engineering (via phone)
Dan Flack, Town of Kirtland
Shannon Glendenning, Planning Liaison, NMDOT
Brad Fisher, NMDOT North Region Design Center
Larry Hathaway, San Juan County

1. CALL TO ORDER

Cindy Lopez called the meeting to order at 10:01 a.m.

2. APPROVE THE MINUTES FROM THE JUNE 13, 2018 TECHNICAL COMMITTEE MEETING

Mr. Fillerup moved to approve the minutes from the June 13, 2018 Technical Committee meeting. Mr. Saavedra seconded the motion. The motion to approve the minutes passed unanimously.

3. REPORT ON THE FMPO BICYCLE & PEDESTRIAN PLAN UPDATE

| | |
|-----------------|---|
| Subject: | Report on the FMPO Bicycle & Pedestrian Plan Update |
| Date: | July 11, 2018 |

MONTHLY REPORT

Ms. Nancy Lauro, AICP and Senior Planner with Russell Planning & Engineering will call in monthly with a report on the FMPO Bicycle & Pedestrian Plan Update.

DISCUSSION: In Ms. Lauro's absence, Andrew Arnold reported on recent work and outreach events for the FMPO Bicycle & Pedestrian Plan Update completed by Russell Planning & Engineering:

- In the past two weeks, the web map has seen an additional 16 features and 13 comments; features noted are helpful;
- Twelve completed surveys; need to brainstorm ways to get more input that will help in drafting the plan;
- Bloomfield public outreach event was held on July 5 and was successful; thanks to Jason Thomas for assisting with the event; received more than 50 comments with a lot of positive energy;
- Getting ready for Aztec's "Night Out" on July 17; working with ATOS, Alien Bike Shop and Steven Saavedra in possibly organizing a bike tour around the city during the event where bike/ped improvements are desired;
- Volunteers are needed and would be welcome for any of the events;
- Maps mounted on thick cardstock so people can make notes and draw on them.

Ms. Holton added that the registration fee for the San Juan County Fair is paid.

Mr. Arnold said that he thought the project was developing well and invited the Technical Committee members to be involved in any of the outreach events.

4. UPDATE - RED APPLE TRANSIT OPERATIONAL ANALYSIS STUDY

| | |
|-----------------|---|
| Subject: | Update - Red Apple Transit Operational Analysis Study |
| Date: | July 11, 2018 |

PRESENTATION - UPDATE

Mr. Andrew Montoya, Transit Manager will present on the Operational Analysis study for the Red Apple Transit hub relocation. This study is complete and has been presented to the Farmington City Council.

In 2017, the FMPO approved the allocation of up to \$30,000 of its FTA 5303 funds for this project. The project was approved for funding under Section 4.4 of the MPO's current UPWP.

Mr. Montoya has managed the project and has provided monthly reports to the Technical Committee. The consultant presented this report to the Policy Committee on June 28, 2018. This will be the project's final presentation to the MPO.

DISCUSSION: Mr. Montoya updated the Technical Committee on the transit hub operational analysis study:

Background

Feasibility study conducted in 2017 by Huitt Zollars

- Eight potential sites analyzed to house hub and buses
 - o Three sites identified as feasible: Animas Street site (NW corner of Orchard & Animas), site behind Wells Fargo (NW corner of Orchard & Animas), Scott Avenue
 - o MRA recommended the two downtown sites be analyzed further with an operational study.

Operational Analysis Study

KFH Group was awarded the contract to review the two proposed downtown transit hub center sites and assess if:

- A building on them could contain desired office space
- The buses could get to these sites in a 50-minute schedule
- The current bus stops could be maintained.

Project Goals & Objectives

Analyze the sites: location, size, ease of bus and pedestrian access;

- Determine facility size and interior/exterior elements
- Allow connecting services to transfer (e.g.: North Central Regional Transit District (NCRTD) and Navajo Transit)

Conduct outreach efforts to gather input from the public and stakeholders

- Business focus group
- Rider focus group
- Speed of service was biggest issue (can be easily remedied) along with safety and security of hub location

Revise routes to access the new transit hub

- All buses arrive and leave at same time; allow five minutes for transfers

Review of Transfer Facility: Site Selection

1. At or adjacent to a major destination(s)
2. Excellent access for buses (avoid need for left turns; good clearances)
3. Safe and inviting location (including some level of security)
4. Accessible/safe pathways for pedestrians
5. Adequate space for future expansion
6. Centrally located to each route
7. Public/private partnership potential (possible leasing space waiting for growth to occur)

Site Selection - Land/Site Costs

- Both sites are in the downtown area
- Size of properties: Site A is larger and the City of Farmington owns part of this property, but demolition and reconstruction will cost more overall (\$1,610,550) for Site A; Site B is lot behind the Wells Fargo drive-in banking (\$1,109,220).

Facility

- Analysis shows less space needed (7,315 sq. ft. compared to previous study, which showed 9,000 sq. ft.) even with the spare offices and room for expansion
- Estimated construction costs: \$1,280,125; Site A total cost estimate is \$2,890,675 and Site B is \$2,389,345

Route Changes

- Re-schedule routes to ensure they all arrive and depart the hub at the same time;
- Red and Yellow routes do not currently go into the downtown area so they would need to be revised so they could arrive and depart from the hub.

Summary

- Both sites will work for the hub;
- Recommend a facility with room to expand is recommended;
- As the crossroad of the Four Corners, have the facility open to Navajo Transit, NCRTD, and service from the Durango area;
- Need a full route review (needed every five to ten years).

Mr. Fillerup asked if there were any real differences between the two sites in terms of operation. Mr. Montoya replied there were no differences except for the cost. The cost difference is that the City of Farmington does not own the small church on the northwest corner and that would need to be purchased. This purchase price has not been factored into the overall cost of the hub.

5. STATUS OF TIP PROJECTS

| | |
|---------------------|------------------------|
| Subject: | Status of TIP Projects |
| Prepared by: | Mary L Holton, AICP |
| Date: | July 11, 2018 |

| BACKGROUND |
|---|
| <ul style="list-style-type: none"> ▪ The STIP Protocols, finalized in early 2014, require that each MPO shall develop a process to monitor the progress and status of each project in the first two years of the TIP. These monthly reviews help correct inconsistencies in the TIP, STIP, the MPO's MTP, Agreement Request Forms (ARFs), etc. ▪ The next call for amendments (TIP Amendment #4) is due to MPO Staff by August 1. They are scheduled to be considered by the Technical Committee on August 8 and the Policy Committee on August 23. |

| TRACKING INFORMATION (2018-2023 TIP) | |
|--|---|
| Local Agreement Status (ARF) ROW Certification Design Completion 30 - 60 - 90% Environmental Certification Utilities Certification Railroad Certification Archeology Certification | ITS/Sys ENG Certification Public Involvement Certification |

| PROJECTS CURRENTLY ON FMPO TIP |
|---|
| <ul style="list-style-type: none"> ▪ Aztec F100091 - East Aztec Arterial Phase II ▪ Bloomfield F100300 - East Blanco Bridge |

- Farmington
- F100099 - Foothills Drive Enhancement Phase II
- F100100 - East Pinon Hills Blvd Extension Phase I
- F100101 - East Pinon Hills Blvd Extension Phase II
- F100132 - 20th Street Phase III
- F100221 - Anesi Trail and Pedestrian Bridge
- TF00001 - Red Apple Transit

- San Juan County
- F100021 - East Pinon Hills Blvd Extension Phase III
- F100240 - Glade Run Recreation Area Trails
- F100270 - Kirtland Schools Walk Path System
- F100290 - CR 5500 Bridge Replacement

- NMDOT
- F100112 - US64 Phase V
- F100113 - US64 Phase VI

CURRENT WORK

- Top Regional Priority Projects
 - East Arterial Route Phase II-
 - Pinon Hills Boulevard Bridge Phases I & II
 - Kirtland School Walk Path System
- Surface Transportation Program Funds (STP) - funds can be used to repair structurally deficient bridges.
- Integration of all FMPO TIP projects on to new eSTIP website.
- Public eSTIP website can be viewed at <https://estip.dot.state.nm.us/>

INFORMATION ITEM

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

DISCUSSION: Ms. Holton asked the Technical Committee members for their project updates:

East Aztec Arterial - Phase II

No update.

East Blanco Bridge

No update.

Foothills Drive Enhancement-Phase II

Working to get the appraisal updated in order to move forward.

20th Street-Phase III

The design consultant has been selected. They are currently surveying and verifying right-of-way.

East Pinon Hills Extension-Phase III

Right-of-way mapping updates are continuing

Glade Run Recreation Area

This project is in procurement for design and construction.

Kirtland Schools Walk Path

Construction bidding has been completed. San Juan County Commission will be deciding on awards.

CR 550 Bridge

The design for the bridge replacement is on track. The first report on the design is expected in the next few weeks. This will provide the needed information on the exact location for the bridge and the construction approach.

US 64-Phases V and VI

No update.

6. CALL FOR FFY2018-2023 TIP AMENDMENT #4

| | |
|---------------------|--|
| Subject: | Call for FFY2018-2023 TIP Amendment #4 |
| Prepared by: | Mary L Holton, AICP |
| Date: | July 11, 2018 |

BACKGROUND

- The deadline to submit TIP Amendments for TIP Amendment #4 to MPO Staff is August 1, 2018. Please see the attached procedures and use the fillable Changes Request Form downloaded from the MPO's website - <http://www.fmtn.org/DocumentCenter/View/11056/TIP-Change-Request-Form-2017?bidId=>
- On August 8, 2018, the 15-day public comment period for Amendment #4 to the FFY2018-2023 Transportation Improvement Program (TIP) will begin.
- The proposed amendment will be published on the MPO's website and advertised with the Daily Times on August 8, 2018.

INFORMATION ITEM

- No action will be sought for Amendment #4 until August.

APPLICABLE CITATIONS

- § 450.328 TIP revisions and relationship to the STIP.
- (a) An MPO(s) may revise the TIP at any time under procedures agreed to by the cooperating parties consistent with the procedures established in this part for its development and approval. In nonattainment or maintenance areas for transportation-related pollutants, if a TIP amendment involves non-exempt projects (per 40 CFR part 93), or is replaced with an updated TIP, the MPO(s) and the FHWA and the FTA must make a new conformity determination. In all areas, changes that affect fiscal constraint must take place by amendment of the TIP. The MPO(s) shall use public participation procedures consistent with § 450.316(a) in revising the TIP, except that these procedures are not required for administrative modifications.) After approval

by the MPO(s) and the Governor, the State shall include the TIP without change, directly or by reference, in the STIP required under 23 U.S.C. 135. In nonattainment and maintenance areas, the FHWA and the FTA must make a conformity finding on the TIP before it is included in the STIP. A copy of the approved TIP shall be provided to the FHWA and the FTA.

- (c) The State shall notify the MPO(s) and Federal land management agencies when it has included a TIP including projects under the jurisdiction of these agencies in the STIP.

DISCUSSION: Ms. Holton reported that the call for TIP Amendment #4 for the FFY2018-2023 TIP was issued last Friday. One amendment on the 20th Street project has already been received.

The deadline for the entities to submit their change forms is August 1. The Technical Committee will consider recommending approval at August 8 with approval by the Policy Committee sought on August 23.

Ms. Holton referred to Page 7 of the Agenda which listed the local projects currently on the STIP.

7. PRESENTATION: THE 2017 TRANSPORTATION PLANNING PROCESS BRIEFING BOOK

| | |
|---------------------|--|
| Subject: | Presentation: The 2017 Transportation Planning Process Briefing Book |
| Prepared by: | Mary L Holton, AICP |
| Date: | July 11, 2018 |

PRESENTATION

Mary Holton will present on the 2017 Transportation Planning Process Briefing Book. Copies of the book will be distributed at the meeting.

DISCUSSION: Ms. Holton explained that this item was the quarterly training for the Technical Committee for the 4th quarter of FFY2018. She provided each Technical Committee member with a copy of the Transportation Planning Process Briefing Book: Key Issues for Transportation Decisionmakers, Officials, and Staff published by FHWA and FTA. A summary of Ms. Holton's presentation is shown below:

Part 1 - Discusses transportation planning and its relationship to decision-making. This section is general and provides a broad introduction to the planning process.

Transportation planning typically follows these steps:

- Engaging the public and stakeholders to establish shared goals and visions;
- Monitoring existing conditions;

- Forecasting future growth, including assessing land uses;
- Identifying transportation needs;
- Analyzing strategies;
- Developing plans/programs;
- Estimating impacts;
- Developing a financial plan.

Pages 4-6 of the briefing book describe a metropolitan planning organization; Pages 7-8 explain a state department of transportation; Pages 9-12 explain the key products for the transportation planning process, and; Page 12-14 explain federal funding.

Part II - presents short descriptions of the key products that are prepared as part of the key products that are prepared as part of the transportation planning process.

Major policy and planning considerations/issues (statutory requirements):

- Air quality;
- Congestion management process;
- Transportation equity;
- Financial planning/programming;
- Performance-based planning;
- Planning data/tools (models, GIS, visualization, forecasting);
- Public involvement;
- Safety;
- Security;
- Transportation asset management;
- Transportation system management/operations.

Other policy and planning considerations/issues:

- Climate change;
- Freight movement;
- Land use and transportation;
- Planning and environmental linkages - sustainability;
- Scenario planning;
- Travel model improvement program.

Performance-based planning and programming (PBPP)

- Perform measures, performant targets to address major policy and planning considerations/issues initiated with MAP-21 and continued with the FAST Act.
- The intent is to guide decision-making so that transportation agency goals and public expectations are ensured
- State DOTs and MPOs are required by FHWA/FTA to set measures/targets on an ongoing basis.
- Other kinds of performance measures/targets:
 - o Accessibility - including population proximity to employment sites, as well as ADA compliance;
 - o Mobility - including travel time, travel length, time lost to congestion, percent of on-time performance;
 - o Economic development - including jobs created, new housing starts, new businesses;

- Quality of life - including environmental issues, fuel consumption per vehicle mile traveled;
- Safety - including the number of traffic fatalities, serious injuries.

Ms. Holton also provided a handout on Transportation Performance Management (TPM) in Title 23 of the U.S. Code. This is a simple format showing how the goals and targets are developed and who is responsible for each.

8. REPORTS FROM NMDOT

District 5 - Paul Brasher

There was no representative from District 5 at the meeting.

Planning Bureau - Shannon Glendenning

Ms. Glendenning reported that NMDOT will be hosting a training next week on the Project Feasibility Form (PFF) process for MPO and RTPO planners. They hope that with this training, projects can be set up for success.

Ms. Glendenning mentioned the Volkswagen settlement and, over the next several years, New Mexico will be receiving \$18,000,000 in funds from that settlement. This settlement was the result of Volkswagen's violation of clean air emissions standards and their use of defeat devices on their diesel passenger 2.0 and 3.0 liter vehicles. New Mexico Environment Division is accepting applications for vehicle replacements (fleets) this year and then for infrastructure funding next year. More information: www.env.nm.gov/vw-settlement/ (505) 476-4300 NMED Air Quality Bureau.

Ms. Glendenning mentioned a FHWA funding opportunity for MPOs and state DOTs from FHWA's Office of Human Environment. They are accepting applications to support research on measuring multimodal network connectivity. It will support analysis methods and investments that reduce transportation-related fatalities and serious injuries; stimulate economic growth, productivity, and competitiveness; and increase people mobility and reliability by building effective partnerships and encouraging targeting investments.

Ms. Holton thought it was important to explore this opportunity to see if the MPO would qualify for funding and determine what the benefits might be to this region. She noted that the turnaround time was short with applications due by August 2.

Mr. Fillerup said the state had written a draft plan for the use of the Volkswagen settlement money and wondered if it had been accepted as the final plan. Ms. Glendenning said she had not heard. Ms. Holton added that local governments can apply. There are numerous constraints to receiving the money and thought the focus would be on environmentally friendly vehicles, such as electric, diesel, CNG, and others. Additionally, resources for fueling or charging the vehicles would need to already be in place. The plan is still preliminary, but is expected to be finalized later this year.

9. COMMITTEE MEMBER DISCUSSION ITEMS

| | |
|-----------------|-----------------------------------|
| Subject: | Committee Member Discussion Items |
| Date: | July 11, 2018 |

DISCUSSION ITEMS

There were no additional discussion items presented by Technical Committee members to be included in the Agenda.

10. INFORMATION ITEMS

| | |
|---------------------|---------------------|
| Subject: | Information Items |
| Prepared by: | Mary L Holton, AICP |
| Date: | July 11, 2018 |

INFORMATION ITEMS

a. **FFY2020-21 Transportation Alternatives Program (TAP) & Recreation Trails Program (RTP) Call for Applications.**

Monday June 11, 2018 – Release of Call for Projects/Applications

Wednesday August 01, 2018 – Deadline to Submit Project Feasibility Form Electronically to MPO Staff (5:00PM)

Monday August 13, - Friday August 17, 2018 – Technical Review & Support of submitted PFFs with MPO & NMDOT staff – Meeting(s) will be set up and scheduled by the MPO

Friday October 26, 2018 – Deadline for Agencies to Submit TAP/RTP Project Application Electronically to MPO Staff (5:00PM)

Friday November 30, 2018 – Deadline for the Farmington MPO to Submit TAP/RTP Project Applications to the NMDOT TAP/RTP Coordinator (5:00PM)

b. **Upcoming Performance Measures.** DRAFT from NMDOT: The USDOT establishes national performance measures via final rules and State DOTs, MPOs, and Providers of Public Transportation establish performance targets based on those rules.

The final rules outline the performance requirements for States and MPOs under the Transportation Performance Management (TPM) program. The NMDOT, MPOs and public transportation providers must jointly agree upon and develop

specific written provisions for cooperatively developing and sharing information related to transportation performance data, including:

- Gathering data for national performance measures;
- Performance target setting at state and MPO level;
- Coordination between States and MPOs;
- Reporting on performance at regular intervals; and
- Collecting data for the State asset management plan for the National Highway System (NHS).

State DOTs have one year from the effective date of each final rule to set two-and four-year performance targets (450.206[c][2]), for 2020 and 2022.

The deadline for MPOs to set performance targets is no later than 180 days after the State DOT or Public Transportation Provider establishes performance targets (450.306[d][3]).

| Performance Area | CFR | FHWA/FTA | Final Rule Publication Date | Final Rule Effective Date | State DOT Target-Setting Deadline | MPO Target-Setting Deadline* |
|--|--------------------|------------|-----------------------------|---|---|------------------------------|
| Transit Asset Management – TAM Plan | 49 CFR 625 and 630 | FTA | July 26, 2016 | October 1, 2016 | Transit Providers: January 1, 2017 | June 30, 2017 |
| PM1 - Safety Performance Measures | 23 CFR 490 | FHWA | March 15, 2016 | April 14, 2016 | August 31, 2017 | February 27, 2018 |
| Statewide & Metropolitan Planning; Non-Metropolitan Planning | 23 CFR 450 | FHWA & FTA | May 27, 2016 | June 27, 2016 | June 27, 2017 | December 27, 2017 |
| Highway Asset Management Plan | 23 CFR 515 and 667 | FHWA | October 24, 2016 | October 2, 2016; Part 667 effective November 23, 2016 | April 30, 2018 (draft); June 30, 2019 (final) | N/A |
| PM2 - Pavement & Bridge Perf. Measures | 23 CFR 490 | FHWA | January 18, 2017 | May 20, 2017 | May 20, 2018 | November 20, 2018 |
| PM3 - NHS, Freight, & CMAQ Performance Measures | 23 CFR 490 | FHWA | January 18, 2017 | May 20, 2017 | May 20, 2018 | November 20, 2018 |

*MPO must set targets within 180 days of NMDOT setting its targets; these dates represent the latest possible date for establishment.

Additional information related to the performance measures final rule can be found at <https://www.fhwa.dot.gov/tpm/rule.cfm>.

DISCUSSION: a. Ms. Holton reminded the Technical Committee members of the FFY2020-2021 Transportation Alternatives Program (TAP) and Recreation Trails Program (RTP) call for applications. Please let MPO Staff know of any projects their entity might be considering so nothing is overlooked. The PFF is due to the MPO electronically by 5:00 p.m. on August 1.

b. The upcoming performance area chart is shown on Page 17 of the Agenda. NMDOT Planning staff have been updating this information for inclusion in the appropriate Policy & Procedures Manual (PPM) chapter. The chart above was modified from one provided by Jessica Griffin. Performance Measures 2 and 3 will need to be adopted by the MPO committees by November 20, 2018. Once this PPM chapter has been finalized, Ms. Holton will provide more information to the MPO committees.

Mr. Fillerup asked if the state had set their targets for PM 2 and 3. Ms. Glendenning said PMs 1 and 3 had been out for MPO comment until July 9 so should be finalized

soon. These targets will then still need to be approved by FHWA. Both Ms. Holton and Ms. Glendenning noted that much of the information is still evolving and being developed.

11. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Ms. Holton reported that the revised Bylaws have been approved by the Policy Committee, but will not become effective until the Joint Powers Agreement (JPA) has been approved and is in effect. The JPA has been presented to and approved by the Town of Kirtland and the City of Farmington. The City of Bloomfield will consider the JPA on July 23 and presentations to the City of Aztec and San Juan County are expected to take place on July 24. Ms. Holton is anticipating that the new JPA will be effective on August 1.

The Intergovernmental Service Agreement between the City of Farmington and the NWNMCOG to manage the daily operations of the MPO was approved by the City of Farmington's City Council on July 10; the NMNWCOC Board will consider approval on July 18. The actual transition is not expected to occur until October 1, 2018 with the beginning of the new federal fiscal year. Ms. Holton said it is hoped that the NWNMCOG will hire a new MPO Officer this summer and that person would be on board in September.

Ms. Holton explained that the MPO office will remain where it is and the NMNWCOC will have their San Juan County satellite office housed there as well.

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

12. PUBLIC COMMENT ON ANY ISSUES NOT ON THE AGENDA

There was no public comment on any issues not on the agenda.

13. ADJOURNMENT

Mr. Saavedra moved to adjourn the meeting. Mr. Fillerup seconded the motion. The motion passed unanimously and Ms. Lopez adjourned the meeting at 11:45 a.m.



Cynthia Lopez, Technical Committee
Chair



June Markle, Administrative Assistant