

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
June 28, 2018

Policy Members Present: Victor Snover (Alt.), City of Aztec
Nate Duckett, City of Farmington
Sean Sharer, City of Farmington
Lawrence Lopez (Alt.), North Region Design
Center Director, NMDOT
Larry Hathaway (Alt.), San Juan County

Policy Members Absent: Curtis Lynch, City of Bloomfield
John Beckstead, San Juan County
Anthony Lujan, Deputy Secretary, NMDOT

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

Staff Absent: None

Others Present: Helen Landaverde, City of Farmington
Julie Baird, Assistant City Manager, City of
Farmington
Ken Hosen, KFH Group
Jeff Kiely, Director, Northwest New Mexico
Council of Governments
Monroe Maestas, North Region Design, NMDOT
Shannon Glendenning, Planning Liaison, NMDOT

1. CALL TO ORDER

Chair Duckett called the meeting to order at 1:33 p.m.

2. APPROVE THE MINUTES FROM THE MAY 24, 2018 POLICY COMMITTEE MEETING

Councilor Sharer moved to approve the minutes from the May 24, 2018 Policy Committee meeting. Mr. Hathaway seconded the motion. The motion was approved unanimously.

3. PRESENTATION – RED APPLE TRANSIT OPERATIONAL ANALYSIS STUDY

Subject:	Presentation – Red Apple Transit Operational Analysis Study
Date:	June 28, 2018

PRESENTATION

Mr. Ken Hosen, Vice President of KFH Group will present on the Operational Analysis study for the Red Apple Transit hub relocation. This study began in February 2018 and is now complete.

In 2017, the FMPO approved under Section 4.4 of the MPO's current UPWP the allocation of up to \$30,000 of FTA 5303 funds for this project (Specifically from the MPO's FFY2017 carryover funds, which must be spent by September 30, 2018). It appears that this project will require less than the \$30,000, and Red Apple has requested that the balance be used for an additional study recommended by the consultant, a matter that can be considered in a future amendment to the UPWP.

Mr. Andrew Montoya, Transit Administrator for the City of Farmington and local management of Red Apple Transit managed the project and provided monthly reports to the Technical Committee.

PRESENTATION: Mr. Hosen presented the final report on the Operational Analysis for the Red Apple Transit Hub. Below is a summary of Mr. Hosen's presentation:

Project Goals & Objectives

Review the two proposed transit hub center sites:

- Both on Orchard & Animas (one on the northwest corner (Site A) and the other on the northeast corner (Site B))
- Analyze each 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 properly 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

- Public functions, office functions, additional uses:
 - o Spare office for expansion;
 - o Potential to lease space;
 - o Space for other bus systems (NCRTD, Navajo Transit, Roadrunner);
 - o Bus bays (spare bay for expansion)
- 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.

Facility Costs

- Estimated construction costs: \$1,280,125 vs. previous estimate of \$1,703,100
- Total cost estimate for facility and land is \$423,650.

System Redesign

- The existing service has not had a full route review for quite some time;
- Loop routes require excessive travel time (up to two hours/round trip);
- Excessive timing points which slows down service;
- Bus stops should be (for the most part) one-quarter mile apart;
- Slow speed – transit systems similar to Red Apple typically average 18 mph; Red Apple buses average 12 mph.

Route Changes

- Changes to yellow and red routes to ensure all routes meet at the transit hub;
- Consider rebranding to, maybe, Red Apple Express: implies faster service and would avoid the acronym "RAT";
- Operating costs associated with service will not change.

Summary

- 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) to:
 - o Provide faster and more direct service (avoid loop routes);
 - o Timed connections;
 - o No additional operating costs.

Mayor Duckett asked if growth in the public transit sector is seen in other communities. Mr. Hosen replied that it depends on the community. For instance, when the NCRTD routes were changed so people could get to and from work, ridership skyrocketed. Cities like Flagstaff and Show Low are filling their buses. Many millennials do not want to bother with a vehicle so are using public transit and riding bicycles to get around. With the increase in Uber, Lyft and other ride-sharing companies, transit use in larger cities has dropped, but in the smaller communities ridership has increased.

Mayor Duckett also asked about a "call for service" system used in Arlington, Texas. Mr. Hosen said that this system does not have any fixed routes and did not believe it was adequate for the public. These types of routes are mainly for the elderly and the disabled.

4. FTA REQUIREMENT FOR THE MPO TO ANNUALLY ADOPT TRANSIT PERFORMANCE TARGETS FOR RED APPLE AND POLICY COMMITTEE RESOLUTION 2018-2 TO ADOPT THOSE PERFORMANCE TARGETS

Subject: FTA Requirement for the MPO to Annually Adopt Transit Performance Targets for Red Apple and Policy Committee Resolution 2018-2 to Adopt those Performance Targets
Prepared by: Mary L Holton, AICP, MPO Officer
Date: June 28, 2018

BACKGROUND

- In January 2017, the Federal Administration and David Harris/NMDOT informed FMPO of requirements of the Transit Asset Management (TAM) Final Rule and the Metropolitan and Statewide and Nonmetropolitan Transportation Planning Final Rule published in 2016.
- The TAM Final Rule required transit providers to set performance targets for state of good repair by January 1, 2017. The Planning Rule required each MPO to establish targets no later than 180 days (June 30, 2017) after the date on which the relevant state or provider of public transportation established its performance targets. The FTA requires MPOs to adopt Performance Targets annually.
- The FMPO Policy Committee adopted the original TAM Performance Measures on June 14, 2017.
- The Technical Committee will consider recommending approval of proposed PC Resolution 2018-2 on June 13, 2018.
- Andrew Montoya/Red Apple advises that there were no changes to the targets from last year. You are referred to him regarding Red Apple's current Transit Asset Management (TAM) Plan.
- The Technical Committee recommended approval on June 13, 2018.

ACTION ITEM

- Hold a public hearing on proposed PC Resolution 2018-2.
- The Technical Committee consideration this item at their meeting, and voted to forward a recommendation of approval to the Policy Committee for the targets and PC Resolution 2018-2.
- The adoption of the Transit Performance Targets is due to NMDOT on June 30, 2018.

APPLICABLE CITATIONS

- 49 CFR Parts 625 and 630.

DISCUSSION: Ms. Holton reported that Red Apple Transit's asset plan was prepared and adopted by Red Apple last year. The FHWA and FTA require that the MPO adopt Red Apple Transit's plan performance measurements and targets. This considered adoption is what the MPO did last year at this same time.

Ms. Holton referred to the Policy Committee Resolution 2018-2 and Exhibit A on Pages 4 and 5 of the Agenda. The targets shown on Exhibit A are the same TAM targets that were adopted by the Policy Committee last year. MPO Staff worked closed with Andrew

Montoya, the Transit Manager to develop the Resolution and the targets. Staff recommends approval of Policy Committee Resolution 2018-2.

Mayor Duckett opened the public hearing. There were no comments from the audience. Ms. Holton also stated that no comments were received by Staff in the mail or via e-mail. Mayor Duckett closed the public hearing.

ACTION: Councilor Sharer moved to adopt Policy Committee Resolution 2018-2 and the Transit Performance Targets. Mr. Hathaway seconded the motion. The motion was passed unanimously.

5. FFY2019-2020 PROPOSED UNIFIED PLANNING WORK PROGRAM (UPWP)

Subject:	FFY2019-2020 Proposed Unified Planning Work Program (UPWP)
Prepared by:	Mary Holton, AICP, MPO Officer
Date:	June 28, 2018

BACKGROUND

- The Unified Planning Work Program (UPWP) is the MPO's work plan for two federal fiscal years. The UPWP pairs the MPO's required work tasks/products with the MPO's available funding.
- The FFY2019-2020 UPWP will cover planning activities and work products to be completed from October 1, 2018 to September 30, 2020.
- Based on the Planning Procedures Manual (PPM), the MPO is required to submit the adopted FFY2019-2020 UPWP to NMDOT before July 1, 2018 (NMDOT advised that they had no comments on the draft prior to their June 1 deadline).
- Both the Committees reviewed the proposed FFY2019-2020 UPWP during their May 2018 meetings.
- A 30-day public comment period was noticed from April 22, 2018 to May 21, 2018, which was extended to June 26, 2018.
- On page 9 of the document, there are five (5) major work program tasks listed as headings. These headings are pretty much standardized amongst MPOs. Subtasks are listed below. You should be aware that the same numbering system is utilized in the MPO's invoicing system and in our financial reports, including the Annual Performance & Expenditure Report (APER), which we submit at the end of the FFY.
- The Technical Committee voted on June 13 to forward a recommendation of approval of the proposed UPWP and PC Resolution 2018-3 to the Policy Committee.

CURRENT WORK

- Annual activities will include administering the MPO's programs, TIP development and management, development of performance measures, GIS activities, Safe Routes to School activities, transit data collection and mapping.

- Major activities will include the preparation and completion of the 2045 MTP Update, completion of the Bike & Ped Update, land-use and transportation scenario planning activities, and travel demand modeling updates.
- Per NMDOT direction, staff projects that PL funds of \$228,637 and FTA 5303 funds of \$72,856 (both including local matches) for each of the two (2) federal fiscal years will be available. As these amounts are currently placeholders, the exact funding amounts – once known – may prompt the need to amend the UPWP.
- The proposed UPWP anticipates the transition from the City of Farmington to the NWNMCOG for the management of the MPO, expected changes in personnel, as well as changes currently proposed in the JPA to the local matches.

ACTION ITEM
<ul style="list-style-type: none"> ▪ MPO Staff recommends approval of both the proposed FFY2019-2020 UPWP and PC Resolution 2018-3.

DISCUSSION: Ms. Holton stated that Policy Committee Resolution 2018-3 to consider approval of the proposed FFY2019-2020 Unified Planning Work Program has been reviewed during the last several Policy Committee meetings.

Ms. Holton noted several recent revisions to the proposed UPWP:

- MPO Officer is noted as “TBD”: This proposed UPWP will be take effect until October 1 at which time the NWNMCOG is expected to be staffing the MPO and will be hiring the MPO Officer;
- NMDOT reviewed the draft and had no additional comments.

The Technical Committee recommended approval at their meeting on June 13, 2018; Staff also recommends approval.

Mayor Duckett opened the public hearing on proposed Policy Committee 2018-3 and the FFY2019-2020 UPWP. He noted that no mailed or e-mailed comments were received by Staff on this item. There were no public comments made by the audience. Mayor Duckett closed the public hearing.

ACTION: Mr. Hathaway moved to approve of Policy Committee Resolution 2018-3 and the FFY2019-2010 UPWP with the changes noted. Councilor Sharer seconded the motion. The motion was passed unanimously.

6. REVIEW & CONSIDER APPROVAL OF THE JOINT POWERS AGREEMENT (JPA) AND COMMITTEE BYLAWS & OPERATING PROCEDURES PROPOSALS

Subject:	Review and approval of the Joint Powers Agreement (JPA) and Committee Bylaws and Operating Procedures proposals, which have
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Prepared by:
Date:

been revised to add the Town of Kirtland to the FMPO
Mary L Holton, AICP, MPO Officer
June 28, 2018

BACKGROUND

- The cities of Aztec, Bloomfield, and Farmington, and San Juan County formed and have participated in the Metropolitan Planning Organization through the Joint Powers Agreement (JPA) since 2003.
- As discussed previously, MPO Staff have been coordinating to add the Town of Kirtland to the MPO beginning last year.
- The Kirtland Board of Trustees voted on December 12, 2017, to join the MPO.
- Proposed revisions to the JPA and Committee Bylaws documents to include Kirtland were prepared starting in July 2017.
- The proposed documents were finalized by the Policy Committee in May 2018 after considering them at the following meetings: In 2017: Aug; Sept; and, Oct. In 2018: Feb and May.
- Note that many of the proposed revisions in both documents, including changes to the local match funding formula and the increase in representation on the MPO committees, were included in the proposals reviewed by the Policy Committee since August 2017.
- NMDOT Staff have continually reviewed the proposed documents and have provided MPO Staff with input.

CURRENT WORK

- The Town of Kirtland is being invited to attend all MPO Meetings, and is included in all MPO emails.
- However, a Designated Kirtland representative cannot be seated on the MPO committees until the adoption/approval process is complete, which is currently anticipated in late July or early August.
- The 30-day public review period has been noticed.

ACTION ITEM

- The Tech Committee reviewed the proposed JPA and Committee Bylaws documents at their meeting on June 13, and voted to forward a recommendation of approval to the Policy Committee, along with one (1) spelling correction ("through" not "though" in the fifth line of the first WHEREAS). Staff also notes that additional text was added to the JPA prior to Tech Committee consideration to clarify that both the Fiscal Agent and the MPO Officer must co-sign NMDOT cooperative agreements. The proclamation language, as directed by the Policy Committee, to add to the Bylaws is located on page 7.
- MPO Staff recommends approval of the documents.
- If approved by the Policy Committee on June 28, consideration of the proposed JPA by the boards, councils, or commissions of the individual member entities will be scheduled in July. Upon completion of the adoption

process, the JPA will be sent to the NM Department of Finance and Administration for State Review/Approval.

APPLICABLE CITATIONS

- 23 U.S. Code § 134 - Metropolitan transportation planning
- 23 CFR 450.310 - Metropolitan planning organization designation and re-designation
- 23 CFR 450.314 - Metropolitan planning agreements
- 23 U.S. Code § 134 - Metropolitan transportation planning
- Joint Powers Agreement Act, being Sections 11-1-1 et. Seq., NMSA 1978, as amended.
- NMDOT Planning Procedures Manual, Metropolitan Planning Organizations, Internal Structure, pages 46-48

DISCUSSION: Ms. Holton stated that the proposed revisions to the Joint Powers Agreement (JPA) and Committee Bylaws have been discussed by the Policy Committee since July 2017. At the May 2018 meeting, the Policy Committee was asked to finalize both documents. This documents were presented to the Technical Committee on June 13 and they recommended approval of the proposed JPA and Committee Bylaws.

Ms. Holton explained that following the MPO Quarterly meeting, several changes were recommended to the JPA:

- Page 12 of the Agenda: Section Three: Fiscal Agent
 - "...all funds necessary to operate the MPO, including co-signing the MPO's cooperative "agreements with the NMDOT";
- Page 18 of the Agenda: E1e added: Co-signing the MPO's cooperative agreements with the NMDOT;

And included in the Committee Bylaws:

- Page 34 of the Agenda: top paragraph: "The Policy Committee reserves the right to issue a proclamation upon a majority vote of that committee and after the proposal has been placed on the agenda as an action item in accordance with the New Mexico Open Meetings Act."

Mayor Duckett opened the public hearing noting that no mailed in or e-mailed comments were received by Staff prior to the meeting. There were no comments from the audience. Mayor Duckett closed the public hearing.

ACTION: Councilor Sharer moved to approve the Joint Powers Agreement (JPA) and Committee Bylaws. Mr. Hathaway seconded the motion. The motion to approve was unanimous.

7. REPORTS FROM NMDOT **District 5 – Lawrence Lopez**

Mr. Lopez reported that the final two phases of US 64 were going to final production this week with letting expected on August 24. He introduced Monroe Maestas who is the NMDOT project development engineer for these two projects. Mr. Maestas is also

involved with the Local Government Program. He works at the North Region Design Center and is assisting Brad Fisher with various aspects of the program.

Mr. Lopez stated that NMDOT has elected to extend the deadline for the City of Aztec to achieve the obligations necessary to get the project completed in 2018. NMDOT is working with their Finance Director, Kathy Lamb and are very hopeful that the project can be completed before the deadline for FY2018 funding.

Planning Bureau – Shannon Glendenning

Ms. Glendenning reported that NMDOT will be hosting a project feasibility form training. This will correspond with the opening of the TAP/RTP call for projects starting in FFY2020 and beyond. The training will be in preparation for the first step in the process when an entity applies for funding. Brad Fisher has requested to be involved in the PFF meetings to help review project estimates and scopes to better ensure project success.

The Transportation Alternative Program (TAP) and Recreational Trails Program (RTP) call for projects was issued on June 1, 2018. All applications must be received by NMDOT by November 30.

Ms. Glendenning commented on the Volkswagen Settlement Fund that gave New Mexico approximately \$18,000,000. 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 this year and then for infrastructure funding next year. More information: www.env.nm.gov/vw-settlement/ (505) 476-4300 NMED Air Quality Bureau.

8. COMMITTEE MEMBER DISCUSSION ITEMS

Subject:	Committee Member Discussion Items
Date:	June 28, 2018

DISCUSSION ITEMS

Mayor Duckett recognized and welcomed the City of Aztec's Mayor, Victor Snover, to the Policy Committee meeting. He also welcomed and thanked Mr. Maestas for his participation in today's meeting.

9. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	Mary L Holton, AICP, MPO Officer
Date:	June 28, 2018

INFORMATION ITEMS

- a. **Update on the FMPO Bike/Ped Plan.** The Bike & Ped Plan Update project was kicked off on April 11. The Update is expected to be completed in January 2019. . The interactive Project Website, including several on-line maps and an online survey, is up and live at <https://bikewalkfmpo.com/>. The consultant also developed a flyer for distribution. Links have been set-up on the MPO's website and Facebook page, member entities websites and social media sites, and ads are to be published in area periodicals. Staff attended two (2) Public Outreach events in May (RiverFest) and in June (Downtown Art Walk). One invoice (\$7,559.75) to the consultant (Russell Planning & Engineering) was processed in June.
- b. **MPO Quarterly Meeting.** The Farmington MPO hosted the MPO Quarterly on June 4 and 5, 2018. A copy of the agenda is attached.
- c. **New MPO Banner for Outdoor Public Events.** MPO Staff purchased a new banner for use during public outreach events. It will be displayed in the MPO office when not being used for events.
- d. **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 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)

- e. **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>.

- f. **MPO Interim Plan.** As many of you are aware, Derrick Garcia's last day with the MPO was June 21. The position will not be filled until after the ISA between the City of Farmington and Northwest New Mexico has been executed and the new MPO Officer has started with the MPO.

We wanted you to be aware that during the interim:

- Russell Planning & Engineering will cover at additional cost to the contract the Bike & Ped Plan Public Outreach Events, MPO Staff had planned to cover.
- Any MPO GIS needs will be referred to the GIS Division with the City of Farmington.
- MPO website maintenance will be handled by June, with assistance from City of Farmington employees
- MPO Staff Attendance and Coordination of Project Prioritization Subcommittee Meetings, and similar meetings, will be placed on hold until the new MPO Officer is on board.
- Further calibration of CommunityViz is on hold until the new MPO Officer is on board.

The following tasks previously assigned to Derrick have been assigned to Mary Holton until the new MPO Officer is on board:

- TIP Management, including eSTIP maintenance and calls for TIP amendments
- Coordinating the MPO's Traffic Count Program with NMDOT
- Coordinating Performance Measures with NMDOT
- Coordinating the FFY2020-21 TAP/RTP project submittals to NMDOT, including attending the Project Feasibility Meetings August 13-17 in Santa Fe
- Attending required NMDOT trainings and meetings
- Committee Member Orientation trainings
- Maintaining the Red Apple Transit Database, including inputting boarding and alighting counts and locations provided by Red Apple Transit

DISCUSSION: a. Ms. Holton stated that the MPO Bike/Ped Plan Update is ongoing. The consultant is working with the Technical Committee as they are the steering committee for the Update. The consultant met with members of the Technical Committee on June 19 to get some ideas about public outreach events and a brief report from that meeting was provided to the Policy Committee. Ms. Holton also provided a copy of a new flyer focusing more on making walking and biking safety in the region. Several newspaper ads will be coming up in the near future to encourage people to get involved with the process

The MPO hosted the MPO Quarterly on June 4-5, 2018. A copy of the agenda for that meeting is on Page 48 of the Agenda.

The MPO purchased a new banner for the outdoor public events to help focus in on the bike/ped plan update. Kirtland has been included on the banner in anticipation of their joining the MPO. However, this will not be official until all the entities have approved and signed the Joint Powers Agreement and it has also been reviewed and approved by the DFA. This process is projected to be completed sometime in August.

The TAP/RTP call for application deadlines (shown under 9d above) are internal MPO deadlines, but are necessary for the MPO to stay on track.

A major topic of discussion during the MPO Quarterly was performance measures. Ms. Holton referred to Page 46 of the Agenda which provided some performance area information. Highlighted in red are PM2 (Pavement & Bridge Performance Measure) and PM3 (NHS, Freight & CMAQ Performance Measures which will be upcoming for adoption in November. PM 1 (Safety Performance Measures) was adopted in January 2018. Specific information for Policy Committee consideration will begin to be provided in September.

Ms. Holton stated that with Derrick Garcia's resignation and before the NWNMCOG has the MPO Officer on board, the following are the interim plans:

- Russell Planning & Engineering will cover at additional cost to the contract the Bike & Ped Plan Public Outreach Events, MPO Staff had planned to cover.

- Any MPO GIS needs will be referred to the GIS Division with the City of Farmington.
- MPO website maintenance will be handled by June, with assistance from City of Farmington employees
- MPO Staff Attendance and Coordination of Project Prioritization Subcommittee Meetings, and similar meetings, will be placed on hold until the new MPO Officer is on board.
- Further calibration of CommunityViz is on hold until the new MPO Officer is on board.

Additionally during the interim, Ms. Holton will be handling:

- TIP Management, including eSTIP maintenance and calls for TIP amendments (TIP Amendment #4 call for projects has been issued)
- Coordinating the MPO's Traffic Count Program with NMDOT
- Coordinating Performance Measures with NMDOT
- Coordinating the FFY2020-21 TAP/RTP project submittals to NMDOT, including attending the Project Feasibility Meetings August 13-17 in Santa Fe
- Attending required NMDOT trainings and meetings
- Trainings for Committee Member Orientation
- Maintaining the Red Apple Transit Database, including inputting boarding and alighting counts and locations provided by Red Apple Transit

Ms. Holton also commented on separate documents provided to the Policy Committee on the Transportation Performance Management (TPM) in Title 23 of the U.S. Code which is an overview of the performance measures in MAP-21 and the FAST Act. The second sheet shows the progression of the performance measures beginning with the national goals as defined in MAP-21 and then continued under the FAST Act.

10. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

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

11. PUBLIC COMMENT ON ANY ISSUES NOT ON THE AGENDA

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

12. ADJOURNMENT

Councilor Sharer moved to adjourn the meeting. Mr. Hathaway seconded the motion. The motion was approved unanimously. Chair Duckett adjourned the meeting at 2:21 p.m.


Nate Duckett, Policy Committee Chair


June Markle, Administrative Assistant