

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
November 15, 2018

Policy Members Present:

Sherri Sipe, City of Aztec
Nate Duckett, City of Farmington
Sean Sharer, City of Farmington
Rob Mayes (Alt), City of Farmington
Lawrence Lopez (Alt), NMDOT District 5
John Beckstead, San Juan County
Mike Stark, San Juan County

Policy Members Absent:

Curtis Lynch, City of Bloomfield
Julie Baird, City of Farmington
Anthony Lujan, Deputy Secretary, NMDOT
Mark Duncan, Town of Kirtland

Staff Present:

Jeff Kiely, Interim MPO Officer
June Markle, MPO Administrative Assistant

Staff Absent:

None

Others Present:

Jeanine Bingham-Kelly, City of Farmington
Joseph Moriarty, Planning Liaison, NMDOT (via
phone)
David Quintana, NMDOT District 5
Manuel Maestas, NMDOT, North Region Design
Center
Larry Hathaway, San Juan County

1. CALL TO ORDER

Chair Sharer called the meeting to order at 1:40 p.m.

2. APPROVE THE MINUTES FROM THE SEPTEMBER 27, 2018 POLICY COMMITTEE MEETING

Commissioner Sipe moved to approve the minutes from the September 27, 2018 Policy Committee meeting. Mayor Duckett seconded the motion. The motion was approved unanimously.

3. NATIONAL PERFORMANCE MANAGEMENT MEASURES FOR ASSESSING PAVEMENT CONDITION AND BRIDGE CONDITION (PM 2)

Subject:	National Performance Management Measures for Assessing Pavement Condition and Bridge Condition (PM 2)
Prepared by:	MPO Staff
Date:	November 15, 2018

BACKGROUND

- 23 CFR §490 Subpart C – *National Performance Management Measures for Assessing Pavement Condition* and 23 CFR §490 Subpart D – *National Performance Management measures for Assessing Bridge Condition* (see attached).
- The FHWA requires that MPOs establish four-year targets for six (6) performance measures. Those six performance measures to be considered are:
 - 1) Percentage of interstate pavements on the NHS in good condition;
 - 2) Percentage of interstate pavements on the NHS in poor condition;
 - 3) Percentage of non-interstate pavements on the NHS in good condition;
 - 4) Percentage of non-interstate pavements on the NHS in poor condition;
 - 5) Percentage of bridges on the NHS in good condition; and
 - 6) Percentage of bridges on the NHS in poor condition.
- MPOs may: Agree to support State target **OR** establish their own targets. The FMPO needed to develop some of its own targets for PM 2 (see attached). After a work session with NMDOT staff and careful review of NMDOT's statistics, Technical Committee recommends:
 - BRIDGES on National Highway System (NHS) – Adopt a different target for FMPO:
 - 10% target for Bridges in Good condition [vs. the State at 36.0% (2019) and 30.0% (2021)]
 - 2.5% target for Bridges in Poor condition [vs. State at 3.3% (2019) and 2.5% (2021)]
 - PAVEMENT on Non-Interstate/NHS – Adopt a slightly different target for FMPO:
 - set 34.2% target for Pavement in Good condition [vs. the State at 35.6% (2019) and 34.2% (2021)]
 - set 12.0% target for Pavement in Poor condition [vs. State at 9.0% (2019) and 12.0% (2021)]
- Reporting is for a four-year period although revisions to the targets can be made after two years.
- Staff recommends approval of the FMPO proposed targets; the Technical Committee recommended their approval on November 7.

CURRENT ISSUES

- FMPO Policy Committee action is due no later than November 20, 2018.

ACTION ITEM

- Hold a public hearing on the proposed Policy Committee Resolution 2018-5 (PM 2 Performance Measure Targets).
- Consider approval of the proposed Policy Committee Resolution 2018-5 (PM 2 Performance Measure Targets).

APPLICABLE CITATIONS

Requirement for MPOs to establish performance targets for Federal-aid highway measures and public transportation established by USDOT.

- 23 USC 134(h)(2)
- 49 USC 5303(h)(2)
- 49 USC 5304(d)(2)

Requirements to include discussion in the metropolitan and statewide improvement program as to how the planned program will achieve State/MPO targets:

- 23 USC 134(j)(2)(D)
- 23 USC 135(g)(4)
- 49 USC 5303(j)(2)(D)
- 49 USC 5304(g)(4)

DISCUSSION: Mr. Kiely reported that the Technical Committee and Staff has been working with NMDOT on developing measures for Performance Management (PM 2 Measure for assessing pavement and bridge condition. Policy Committee Resolution 2018-5 sets the measures for the FMPO.

The FMPO actually needed to develop some of its own targets for PM 2. The proposed targets are:

- BRIDGES on National Highway System (NHS) - Adopt a different target for FMPO:
 - 10% target for Bridges in Good condition [vs. the State at 36.0% (2019) and 30.0% (2021)]
 - 2.5% target for Bridges in Poor condition [vs. State at 3.3% (2019) and 2.5% (2021)]
- PAVEMENT on Non-Interstate/NHS – Adopt a slightly different target for FMPO:
 - set 34.2% target for Pavement in Good condition [vs. the State at 35.6% (2019) and 34.2% (2021)]
 - set 12.0% target for Pavement in Poor condition [vs. State at 9.0% (2019) and 12.0% (2021)]

Chair Sharer opened the public hearing. There were no comments made. Chair Sharer closed the public hearing.

ACTION: Commissioner Beckstead moved to approve proposed Policy Committee Resolution 2018-5 regarding the PM 2 Performance Measure Targets. Mayor Duckett seconded the motion. The motion was approved unanimously.

4. FFY 2019 TARGETS FOR SYSTEM PERFORMANCE/FREIGHT/CMAQ (PM 3)

Subject:	FFY2019 Targets for System Performance/Freight/CMAQ (PM 3)
Prepared by:	MPO Staff
Date:	November 15, 2018

BACKGROUND

- 23 CFR §490 – 2019 Targets for System Performance/Freight/CMAQ (PM 3) (see attached).
- The FHWA requires that MPOs establish PM 3 Measures as follows: 1) Two measures to assess system performance: a. Percentage of person-miles traveled on the interstate system that are reliable; b. Percentage of person-miles traveled on the non-interstate National Highway System (NHS) that are reliable; 2) One measure to assess freight movement: a. Truck Travel Time Reliability (TTTR) index; 3) Three measures to assess the CMAQ Program: a. Annual hours of peak-hour excessive delay per capita – NM is not required to set a target for this measure; b. Percent on non-single occupancy vehicle (SOV) travel – NM is not required to set a target for this measure; c. On-road mobile source emissions reductions – NM is in non-attainment for Particulate Matter (PM) 10 in one area covered by the El Paso Metropolitan Planning Organization (EPMPO).
- MPOs may agree to support State target **OR** establish their own targets. The FMPO proposes to adopt the NMDOT targets for PM 3.
- Staff recommends adopting the NMDOT targets; the Technical Committee recommended their approval on November 7.

CURRENT ISSUES

- FMPO Policy Committee action is due no later than November 20, 2018

ACTION ITEM

- Hold a public hearing on the proposed Policy Committee Resolution 2018-6 regarding the PM 3 Performance Measure Targets.
- Consider approval of the proposed Policy Committee Resolution 2018-6 regarding PM 3 Performance Measure Targets.

APPLICABLE CITATIONS

Requirement for MPOs to establish performance targets for Federal-aid highway measures and public transportation established by USDOT.

- 23 USC 134(h)(2)
- 49 USC 5303(h)(2)
- 49 USC 5304(d)(2)

Requirements to include discussion in the metropolitan and statewide improvement program as to how the planned program will achieve State/MPO targets:

- 23 USC 134(j)(2)(D)

- 23 USC 135(g)(4)
- 49 USC 5303(j)(2)(D)
- 49 USC 5304(g)(4)

DISCUSSION: Mr. Kiely reported that the National Performance Management Measures for System Performance/Freight/CMAQ (PM 3) requires the MPOs to either agree to support the state's targets or adopt their own. Policy Committee Resolution 2018-6 proposes to adopt the state's targets as follows:

- 1) Two measures to assess system performance:
 - a. Percentage of person-miles traveled on the interstate system that are reliable;
 - b. Percentage of person-miles traveled on the non-interstate National Highway System (NHS) that are reliable;
- 2) One measure to assess freight movement:
 - a. Truck Travel time Reliability (TTTR) index;
- 3) Three measures to assess the CMAQ Program:
 - a. Annual hours of peak-hour excessive delay per capita – NM is not required to set a target for this measure;
 - b. Percent on non-single occupancy vehicle (SOV) travel – NM is not required to set a target for this measure;
 - c. On-road mobile source emissions reductions – NM is in non-attainment for Particulate Matter (PM) 10 in one area covered by the El Paso Metropolitan Planning Organization (EPMPO).

Mr. Kiely commented that much of the PM 3 target implications are for systems primarily outside of the FMPO area.

Chair Sharer opened the public hearing. There were no comments received from those present. Chair Sharer closed the public hearing.

ACTION: City Manager Rob Mayes moved to approve proposed Policy Committee Resolution 2018-6 regarding PM 3 Performance Measure Targets. Mayor Duckett Seconded the motion. The motion was approved unanimously.

5. 2019 ANNUAL MEETING SCHEDULE

Subject:	2019 Annual Meeting Schedule
Prepared by:	MPO Staff
Date:	November 15, 2018

BACKGROUND

- Each year the Policy Committee approves a resolution ensuring compliance with the open meetings act and establishes its meeting schedule for the coming year.

- NMDOT's STIP Procedures Manual outlines an annual calendar for TIP Amendments which may impact the meeting schedule on a quarterly basis. This schedule has been considered in developing this proposal.

CURRENT WORK

- Staff is presenting, herein, a proposed meeting schedule for discussion with the Policy Committee.
- It is suggested that the Policy Committee hold eight (8) regular meetings during 2019. The additional meeting in June is needed to consider a scheduled amendment to the UPWP.
- Meetings are recommended for January, February, April, May, June, August, September, and November.
- The Committee's Meetings can continue to be held on the fourth Thursday at 1:30 pm, unless otherwise indicated, on a rotating basis among the entities.
- Approval of the 2019 meeting schedule and formal action to adopt a meeting resolution will be sought in November.

ACTION ITEM

- It is recommended that the Policy Committee review and consider approval of proposed Policy Committee Resolution 2018-4 regarding the proposed 2019 meeting schedule.

DISCUSSION: Mr. Kiely commented that proposed Policy Committee Resolution 2018-4 addressed the Policy Committee meeting calendar for 2019. Staff recommended keeping the same schedule of meetings to be held on the fourth Thursday of each month and rotating among the entities.

Mr. Kiely added that the schedule had been reviewed for possible conflicts with the RTPD calendar. The RTPD members agreed to defer to the MPO calendar as the MPO schedule is more intense with set deadlines and approvals.

ACTION: Mayor Duckett moved to approve the proposed Policy Committee Resolution 2018-4 regarding the proposed 2019 meeting schedule. Commissioner Sipe seconded the motion. The motion was approved unanimously.

6. REPORTS FROM NMDOT

District 5 – Lawrence Lopez

Mr. Lopez re-introduced David Quintana, the Assistant District Engineer for Engineering with NMDOT's District 5. He also introduced Manuel Maestas, the new Assistant Regional Manager for NMDOT's North Region Design Center. Mr. Maestas will be in charge of the T/LPA programs for District 5 and the North Region.

Mr. Lopez reported that he just heard from the City of Aztec that the final property needed to be acquired for the East Aztec Arterial project has been acquired. He stated that, unfortunately, the funding for that project was for FY2018. He said that NMDOT will

have to re-establish funding, but noted that Deputy Secretary Lujan has previously stated his support of this project. Mr. Lopez will present this new information to Mr. Lujan to address the federal portion of the funding, however added that another part of the funding for the project was legislative funding that will now have to be reapproved and pursued separately. Commissioner Sipe said that the City of Aztec has already begun that process. Mr. Lopez said that if the funding can be found the project could hopefully be completed in FY2019.

Mr. Lopez reported that NMDOT does have a contractor for the final phases of the US 64 project. This is in the early stages and there is no schedule available yet.

NMDOT is in the process of selecting a contractor for the project on NM 170.

Mr. Lopez commented that with Mr. Quintana and Mr. Maestas on board, NMDOT is very eager to be as involved as possible in working with the entity staffs. He encouraged frequent communication between the local entities and NMDOT to work cooperatively to develop projects in the FMPO area.

Mayor Duckett asked if NMDOT had any plans to rebuild Murray Drive (the truck route) as it runs through Farmington. Mr. Quintana said there were no plans for this facility and said that the project would need to get added to the TIP. District 5 maintenance funds are separate from the TIP and are used around the District as needed. Mayor Duckett asked the NMDOT representatives to please drive the facility and perhaps provide some ideas on how best, and when, to get the needed work completed.

Planning Liaison – Joseph Moriarty

Mr. Moriarty reported that NMDOT's public involvement plan is now available for public comment until December 13. This draft plan can be found on their website and written comments can be sent to him.

The New Mexico Bike Plan is currently being finalized. Mr. Moriarty thanked everyone who provided comments and feedback during the preparation of the plan. A final version of the plan will be posted on their website by the end of the year.

7. NATIONAL PERFORMANCE MANAGEMENT MEASURES FOR HIGHWAY SAFETY IMPROVEMENT PROGRAM (PM 1)

Subject:	National Performance Management Measures for Highway Safety Improvement Program (PM 1)
Prepared by:	MPO Staff
Date:	November 15, 2018

BACKGROUND

- 23 CFR §490 Subpart B – *National Performance Management Measures for Highway Safety Improvement Program (see attached).*

- The FHWA requires that MPOs establish targets for five (5) safety performance measures for all public roads in the MPO planning area within 180 days after the State establishes each target.
- The five Performance Measures to be considered are: 1) Number of Fatalities, 2) Number of Serious Injuries, 3) Fatalities per 100 Million VMT (Vehicle Miles Traveled), 4) Serious Injuries per 100 Million VMT (Vehicle Miles Traveled) and, 5) Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries.
- The first three targets are common measures and must be identical to the targets established for the Highway Safety Plan (HSP).
- MPOs may: Agree to support State target **OR** establish specific numeric targets for a safety performance measure (number or rate).
- Reporting is done on an annual basis, leaving the choice to adopt State standards vs. establish MPO specific targets up to the MPO Policy Committee each year..

CURRENT ISSUES & RECOMMENDATIONS

- This item will be presented to the Technical Committee for consideration in December and then brought back to the Policy Committee in January for their considered adoption.
- Staff recommends that the state standards be adopted again for FFY2019.
- FMPO Policy Committee action is due no later than February 27, 2019.

INFORMATION ITEM

- This item will be considered and action sought by the Policy Committee in January 2019.

APPLICABLE CITATIONS

Requirement for MPOs to establish performance targets for Federal-aid highway measures and public transportation established by USDOT.

- 23 USC 134(h)(2)
- 49 USC 5303(h)(2)
- 49 USC 5304(d)(2)

Requirements to include discussion in the metropolitan and statewide improvement program as to how the planned program will achieve State/MPO targets:

- 23 USC 134(j)(2)(D)
- 23 USC 135(g)(4)
- 49 USC 5303(j)(2)(D)
- 49 USC 5304(g)(4)

DISCUSSION: Mr. Kiely explained that National Performance Management Measure (PM 1) for Highway Safety Improvement Program is another FHWA requirement. MPOs may either adopt the state standards or establish specific numeric targets of their own. The five safety related performance measures are:

The five Performance Measures that need to be set annually are:

1. Number of Fatalities
2. Number of Serious Injuries
3. Fatalities per 100 Million VMT (Vehicle Miles Traveled)
4. Serious Injuries per 100 Million VMT (Vehicle Miles Traveled)
5. Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries.

The consideration of adopting of the PM 1 targets will be brought back to the Policy Committee in January 2019.

8. COMMITTEE MEMBER DISCUSSION ITEMS

Subject:	Committee Member Discussion Items
Date:	November 15, 2018

DISCUSSION ITEMS

There were no additional discussion items provided by Policy Committee members for inclusion in the Agenda.

9. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	MPO Staff
Date:	November 15, 2018

INFORMATION ITEMS

- a. **Report on FFY2020 PLUS CMAQ Non-Mandatory Program - Next Steps**
PFFs for two projects were discussed at a CMAQ Feasibility Review Meeting held at the MPO Office on October 18. San Juan County's Diesel Replacement project was deemed feasible. The next steps for this project are:
 - Monday, December 3, 2018 (by 5:00 p.m.) is the deadline for the completed application form and required materials (including Resolution of Sponsorship) as one PDF to MPO Staff;
 - Thursday, December 27, 2018 is the deadline for the FMPO Staff to submit the completed CMAQ project applications to NMDOT.
- b. **Report on FFY2020-21 Transportation Alternatives Program (TAP) & Recreation Trails Program (RTP).** Five TAP and RTP projects provided their project application forms and required materials (including the Resolution of Sponsorship) to MPO Staff by the October 26, 2018 deadline:
 - City of Farmington
Foothills Drive Enhancement Phase II

Foothills Drive Pedestrian and Traffic Calming Improvements

- San Juan County
Kirtland Schools Path Extension
Glade Run Recreation Area (GRRRA) Extension
- Farmington Municipal School District
Safe Routes to Schools Program

These projects will be submitted to the NMDOT TAP/RTP Coordinator by the November 30, 2018 (5:00 p.m.) deadline.

- c. **MPO Officer.** Applications from four potential candidates for the position of MPO Officer are being reviewed with interviews scheduled soon.
- d. **Bicycle/Pedestrian Plan Update.** The consultant provided several draft chapters of the Bicycle/Pedestrian Plan Update on October 26 for initial review by the Technical Committee and Staff. Additionally, the consultant briefed the Technical Committee on November 7th and made arrangements with members and NMDOT staff to finalize their input into the Plan.

DISCUSSION: Mr. Kiely reported that the FFY2020 PLUS CMAQ Non-Mandatory Program is open to all MPOs to apply for available program funds. A project review meeting was held on October 18 and San Juan County's diesel replacement project was deemed feasible. The next deadline is for the completed application form and required materials (including Resolution of Sponsorship) to be submitted to MPO Staff as one PDF. Chief Operations Office for the County, Mr. Stark stated that the required match was approved by the County Commission at their last meeting.

Projects for the FFY2020-21 Transportation Alternatives Program (TAP) & Recreation Trails Program (RTP) programs had five projects that provided project application forms and required materials (including the Resolution of Sponsorship) to MPO Staff by the October 26, 2018 deadline. The projects will be submitted to NMDOT by the November 30, 2018 deadline. Those projects were:

- City of Farmington
Foothills Drive Enhancement Phase II
Foothills Drive Pedestrian and Traffic Calming Improvements
- San Juan County
Kirtland Schools Path Extension
Glade Run Recreation Area (GRRRA) Extension
- Farmington Municipal School District
Safe Routes to Schools Program

Mr. Kiely reported that the NWNMCOG has been advertising for the MPO Officer since mid-August using various methods. There have been numerous inquiries, but most were not qualified. Recently however, four completed applications from qualified applicants were received; two were local, one was within New Mexico, and one was from Texas. Mr. Kiely then sent out a fairly challenging questionnaire to these applicants to gauge their understanding of planning, what they know of the MPO area, how well they communicate, along with other questions. Only the applicant from Texas provided responses to the questionnaire.

Mr. Kiely has not yet followed up with this applicant or with the others to see why they did not provide their responses. Mr. Kiely and the Policy Committee discussed thoughts on how to proceed:

- Set up Skype interview with the one applicant who completed the questionnaire. If like him, invite him to New Mexico for in-person interview;
- FMPO has two professional positions open:
 - One is more administrative/technical review along with planning;
 - Other is more simply planning/visionary.
- Consider starting new hire at the Planner position, see how they work out, and then possibly promote them to the MPO Officer position;
- Put out another request for statements of interest noting the FMPO is actively seeking to fill two positions;
- Find out why the other applicants did not respond
 - Applicants were given one week to complete the questionnaire;
 - Did they actually receive the questionnaire?
 - If they did not respond to the questionnaire by the deadline, will they be reliable if hired?
 - Fair to applicant who did respond to now re-consider others?
 - Need to hire competent staff in a difficult market;
 - No need to bend over backwards, but be more open-minded;
 - Must now demonstrate a true interest in the position(s);
 - See if there were extenuating circumstances for their lack of response;
 - Check back with each of the original applicants to see if they are still interested.

Chair Sharer, Mayor Duckett, and Commissioner Sipe offered to participate on an interview committee. Mr. Kiely will reach out to the one applicant who did respond to all requirements, as well as the other applicants to verify their interest. He will then notify the interested Policy Committee members when interview(s) have been scheduled.

Mr. Kiely reported that several draft chapters of the bike/ped plan update have been provided by the consultant to be reviewed by Staff and the Technical Committee. A conference call with the consultant, NMDOT, and Staff is planned in the next few weeks to clear up any questions and get final comments before the draft plan is completed.

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

Mayor Duckett moved to adjourn the meeting. Mr. Stark seconded the motion. The motion was approved unanimously. Chair Sharer adjourned the meeting at 2:19 p.m.



Sean Sharer, Policy Committee Chair



June Markle, Administrative Assistant