

**MINUTES**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**POLICY COMMITTEE MEETING**  
**FEBRUARY 27, 2020**

Policy Members Present: Sherri Sipe, City of Aztec  
Sean Sharer, City of Farmington  
Paul Brasher, NMDOT District 5  
Dan Flack (Alt.), Town of Kirtland  
Larry Hathaway (Alt.), San Juan County

Policy Members Absent: Julie Baird, City of Farmington  
Jeanine Bingham-Kelly, City of Farmington  
Glojean Todacheene, San Juan County  
Mark Duncan, Town of Kirtland

Staff Present: Beth Escobar, AICP, Interim MPO Officer  
June Markle, MPO Administrative Assistant

Staff Absent: None

Others Present: Javier Martinez, NMDOT D5  
Joseph Moriarty, Planning Liaison, NMDOT (via  
phone)  
Andrew Montoya, Red Apple Transit

**1. CALL TO ORDER**

Chair Sharer called the meeting to order at 10:41 a.m.

**2. APPROVE THE MINUTES FROM THE JANUARY 23, 2020 POLICY COMMITTEE MEETING**

Commissioner Sipe moved to approve the minutes from the January 23, 2020 Policy Committee meeting. Mr. Hathaway seconded the motion. The motion passed unanimously.

**3. MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN RED APPLE TRANSIT AND FMPO**

<b>Subject:</b>	Memorandum of Understanding (MOU) Between Red Apple Transit and FMPO
<b>Prepared by:</b>	MPO Staff
<b>Date:</b>	February 27, 2020

### BACKGROUND

- This MOU is required of Red Apple Transit by the FTA per Gabrielle Chavez, Transit Planning & Service Coordination Manager/NMDOT.

### CURRENT ISSUES & RECOMMENDATIONS

- This item is being presented to both committees in February 2020 for their consideration and approval.
- Staff recommends that the MOU be approved.
- FMPO Policy Committee action is scheduled for February 27, 2020.
- FMPO Technical Committee recommended their approval to the Policy Committee on February 12.

### ACTION ITEM

- It is recommended that the Policy Committee approve the MOU between Red Apple Transit and FMPO. If approved, the Policy Committee Chair would sign the MOU on behalf of the FMPO.

### APPLICABLE CITATIONS

- 23 USC Section 134 and 135 and 49 USC 5303, et seq. and 43-1 Part 11, C.R.S.

**DISCUSSION:** Ms. Escobar explained that this Memorandum of Understanding formalizes a partnership between the Red Apple Transit System and the FMPO in working together and coordinating transit planning efforts in the region. The Technical Committee gave their recommended approval that the Policy

Mr. Montoya explained that there are currently two regional buses one going to Aztec and one to Kirtland and two that run in Farmington. Additionally, Navajo Transit and Red Apple Transit work together and allow passengers to transfer from one transit system to the other. He stated Red Apple Transit also has a partnership with the North Central Regional Transit District system out of Espanola.

**ACTION:** Mr. Brasher moved to approve the MOU between Red Apple Transit and the FMPO. Commissioner Sipe seconded the motion. The motion was approved unanimously.

#### **4. PROPOSED FFY2020 FMPO BUDGET FOR NON-REIMBURSABLE EXPENDITURES AND REPORT ON FFY2019 FMPO BUDGET FOR NON-REIMBURSABLE EXPENDITURES**

<b>Subject:</b>	Proposed FFY2020 FMPO Budget for Non-Reimbursable Expenditures and Report on FFY2019 FMPO Budget for Non-Reimbursable Expenditures
<b>Date:</b>	February 27, 2020

### BACKGROUND

- The MPO's JPA provides for "any expenditure deemed non-reimbursable by NMDOT shall require the advance approval of the Policy Committee and shall be subject to the funding formula contained in Paragraph A" (Section 5.B, page 9).
- Non-reimbursable expenditures include those that are deemed ineligible by NMDOT by the MPO's federal grants.
- In previous years, including last year, the MPO has budgeted a total of \$1,500 for these expenditures annually. The total amount for such expenditure in FFY2019 was \$1,150.51.
- The expenditures are typically expended as needed by MPO Staff via the fiscal agent, and then the fiscal agent has been reimbursed with payments from the member entities on a quarterly basis. This same amount is recommended for FFY2020.
- Applying the JPA's reimbursement formula to the \$1,500 results in: Aztec would pay \$105; Bloomfield would pay \$120; Farmington would pay \$720; Kirtland would pay \$15; and the County would pay \$540. Of course, these amounts would be spread over four quarters.
- After two quarters into the current federal fiscal year, these expenditures are nearly \$900.

### ACTION ITEM

- It is recommended that the Policy Committee consider and approve the proposal to approve up to \$1,500 for the MPO's FFY2020 to ensure sufficient funding for these expenditures is available to the MPO during FFY2020 (October 1, 2019 – September 30, 2020).

**DISCUSSION:** Ms. Escobar reported that the FMPO is asking the Policy Committee to approve up to \$1,500 to be set aside for non-reimbursable expenses (bottled water, meeting refreshments, and other bills deemed ineligible by NMDOT by the MPO's federal grants). The expenditures are typically expended as needed by MPO Staff via the fiscal agent and then the fiscal agent has been reimbursed with payments from the member entities each quarter based on the JPA's reimbursement formula.

**ACTION:** Commissioner Sipe moved to approve up to \$1,500 for the MPO's FFY2020 budget (October 1, 2019 – September 30, 2020) to ensure sufficient funding for non-reimbursable expenses incurred. Mr. Hathaway seconded the motion. The motion was approved unanimously.

### **5. REPORTS FROM NMDOT Planning Bureau – Joseph Moriarty**

Mr. Moriarty reported that Senate Bill 232 appropriated LGTPF funding for local projects. Three projects in the MPO area received funding: two project in Farmington and one in Bloomfield. The funding is mainly for planning/design/building/maintaining and repairing of streets. Additionally, House Bill 207 changed the name of the LGTPF funding to the Transportation Project Fund (TPF). The bill was amended to allow tribes to be funded as

were transit, bicycle and pedestrian projects. Both bills passed the legislature but are awaiting the Governor's signature. NMDOT Planning is working with the MPOs to streamline the application process.

NMDOT is working on a funding guide and application process on FTR funding. More information is expected in the coming weeks.

The Active Transportation (recreational trails program, transportation alternatives program, and CMAQ) call for projects is planned for May of 2021.

**District 5 – Paul Brasher**

Mr. Brasher reported that construction on US 64 continues. The project is going well and the contractor is ahead of schedule.

Construction also continues on the La Plata River Bridge on NM 574.

Mr. Brasher said that the original Senate Bill 232 (total of \$49,500,000) listed projects by county throughout the state. He noted that District 5 has six counties that includes San Juan County, along with ten tribal governments. The bill shows District 5 receiving approximately \$8,000,000 in funding with several projects in San Juan County receiving funding – Aztec, Bloomfield, Foothills Drive in Farmington, and some county road projects. Of the six counties in District 5, San Juan and Santa Fe Counties received the most funding.

**6. COMMITTEE MEMBER DISCUSSION ITEMS**

<b>Subject:</b>	Committee Member Discussion Items
<b>Date:</b>	February 27, 2020

**DISCUSSION ITEMS**

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

**7. INFORMATION ITEMS**

<b>Subject:</b>	Information Items
<b>Prepared by:</b>	MPO Staff
<b>Date:</b>	February 27, 2020

**INFORMATION ITEMS**

- a. **MTP Update.** Mr. Aaron Sussman, Planner with Bohannon Huston (BHI) provided a report on the Metropolitan Transportation Plan (MTP) Update to the

Technical Committee at their February 12 meeting. Aaron thanked the Committee members for taking the time last week to visit with him individually, and thanked the City of Farmington for inviting him to provide 2045 MTP outreach at their Comprehensive Plan event on January 31.

He advised that the Phase I of the MTP outreach was now being wrapped up. On February 12, there were newspaper ads run in the Daily Times and San Juan Sun designed to get as much feedback as possible for Phase I. The results of the outreach will be shared in the coming months. BHI is transitioning into the next steps. Currently, the first draft of the transit chapter has been provided. Aaron is asking for feedback from all in order to help shape the direction of the plan.

Aaron outlined the MTP's schedule (attached) to target an in person presentation on April 8 to the Technical Committee plus a trip to the region. He will be providing a few more draft chapters for review in the meantime plus information on the travel demand model.

As part of the review of the Transit chapter, Aaron asked to more fully discuss policy recommendations on the: downtown hub; having a regional connection to Colorado; having regional transit action plan to improve efficiency and expand services while ensuring that these can be funded logically and strategically; looking at land use and the regional perspective; reviewing stops within the region.

Technical Committee Chair Nick Porell mentioned that MPO Staff presented on the MPO and the MTP at a recent County Management Meeting. The Behavioral Health Services Director had comments on transit needs. The Director was referred to Aaron and has received the draft Transit chapter to review and provide input.

Further discussions touched on the gender gap issues in transit, the status of the downtown transit hub, specific regional transit services that currently exist, and the lack of public transit from Farmington to Durango. The discussion wrapped up with Aaron being referred to 4CEDs regarding the proposed freight railroad line from Farmington to Gallup or Thoreau (generally along I-40).

- b. TIP Amendment #2.** No formal amendment was submitted. TIP Amendment #3 is scheduled to begin with the first call for projects on March 24.
- c. Local Government Transportation Project Fund (LGTPF).** NMDOT has notified the MPOs and the RTPOs of the presumed upcoming application process for the Local Government Transportation Project fund in anticipation of its funding in the State's FY2021. A projected timeline and a Project Feasibility Form (PFF) designed specifically for the program have been provided to the members of the Technical Committee. Additional information learned from the February 21 meeting between the NMDOT and the MPOs and RTPOs will be shared by the MPO with the committees via email as soon as possible.

**DISCUSSION:** Mr. Aaron Sussman provided a detailed update on the MTP at the Technical Committee on February 12. The public outreach phase is winding down and

they are beginning to compile the data. As mentioned above, the Technical Committee provided feedback to Mr. Sussman on the draft transit chapter.

b. No new project or project changes were submitted for TIP Amendment #2 so no formal amendment was needed. Tip Amendment #3 is scheduled to being with the first call for projects on March 24.

c. NMDOT held a conference call to discuss the anticipated funding and application process for the Local Government Transportation Project Fund (name change to Transportation Project Fund proposed). The Technical Committee members will be following the deadlines closely. Ms. Escobar was unable to attend this meeting

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

This was Commissioner Sipe's final Policy Committee as she is not seeking reelection on the City of Aztec's Commission. She thanked all the members for making her time on the Policy Committee enjoyable. Chair Sharer said she would be missed and all the Policy Committee members thanked her for her years of service to the FMPO and the Policy Committee.

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

#### **9. PUBLIC COMMENT ON ANY ISSUES NOT ON THE AGENDA**

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

#### **10. ADJOURNMENT**

Mr. Hathaway moved to adjourn the meeting. Commissioner Sipe seconded the motion. Chair Sharer adjourned the meeting at 11:00 a.m.

  
Sean Sharer, Policy Committee Chair

  
June Markle, Administrative Assistant