

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
January 27, 2011

Technical Members Present: Dave Keck, San Juan County
Mike Huber, City of Aztec
Chico Quintana, City of Farmington, Alternate

Technical Members Absent: Nica J. Westerling, City of Farmington
Julie Baird, City of Bloomfield
Cindy Lopez, City of Farmington

Staff Present: Mary L. Holton, MPO Officer
Joe Delmagori, MPO Planner
Martin Lucero, MPO Associate Planner

Staff Absent: None

Also Present: Dave Martinez, NMDOT
Adrian Garcia, Asst. Operations Superintendent,
City of Bloomfield

1. CALL TO ORDER

Mr. Delmagori called the meeting to order at 10:05 am.

2. APPROVE THE MINUTES FROM THE DECEMBER 9, 2010 TECHNICAL COMMITTEE MEETING

Mr. Delmagori discussed the change to Item #4 in the minutes. He indicated that he found a typo under the action heading. The Technical Committee approved Alternative #1 and not Alternative #2 as part of the amendment to the MPO Major Thoroughfare Plan. Mr. Quintana made a motion to approve the minutes from the December 9, 2010 Technical Committee meeting with the changes indicated by staff. Mr. Keck seconded the motion. Motion was passed unanimously.

3. ANNUAL ELECTION OF OFFICERS

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject:	Annual Election of Officers
Prepared by:	Joe Delmagori, MPO Planner
Date:	January 17, 2011

BACKGROUND

- At the first meeting of the new year, the Technical Committee selects the Chair and Vice-Chair from their membership who will serve until the next annual election.
- The Chair presides over the meetings and is responsible for the other duties outlined in the Committee Bylaws and Operating Procedures document.
- The Vice-Chair presides over the meetings in the absence of the Chair.
- In 2010 Julie Baird and Cindy Lopez were elected and served as Chair and Vice Chair respectively.

ELECTION

- Elections will take place to select a Chair and Vice-Chair for the Technical Committee for 2011.

RECOMMENDATION

- It is recommended that the Technical Committee accept nominations and vote to elect the Chair and Vice-Chair.

DISCUSSION: Mr. Delmagori explained that elections for Chair and Vice-Chair were in order at the start of each year. A discussion ensued on who should be elected as the chair and vice chair of the committee. Mr. Delmagori reminded the committee that Julie Baird served as Chair and Cindy Lopez was Vice Chair in the past year. He also explained that the individuals not present could be nominated for the position as long as they were a Technical Committee member and not an alternate.

Mr. Huber indicated that he would like to serve as the Vice Chair but did not feel that he had sufficient time on the committee to serve as the Chair. After an additional discussion a consensus was reached.

ACTION: Mr. Quintana nominated Ms. Lopez as the Chair of the Technical Committee. Mr. Keck made a motion to elect Ms Lopez as the Chair. Mr. Quintana seconded the motion. Mr. Keck nominated Mr. Huber to be the Vice Chair. Mr. Quintana made a motion to elect Mr. Huber as Vice Chair. Mr. Keck seconded the motion. The motions passed unanimously.

4. TRAFFIC COUNT DATABASE SYSTEM (TCDS)

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject:	Traffic Count Database System (TCDS)
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	January 17, 2011

BACKGROUND

- Staff attended a Webinar on January 12, 2011 on the Traffic Count Database System (TCDS).
- Midwestern Consulting demonstrated its software program and critical functions for inputting and querying data.
- The presenter showed how to navigate through the site as well as demonstrated how users of the software can upload and modify the traffic count data.
- A question and answer session followed the webcast.
- The MPO has a link to the TCDS website on the MPO webpage which is available for use by everyone.

PRESENTATION

- Staff will give a tutorial on the web program during the Technical Committee meeting.
- Staff will highlight the features of the program and how to search for traffic data.

RECOMMENDATION

- It is recommended that the Technical Committee receive a presentation on the TCDS website.

DISCUSSION: Mr. Delmagori gave a tutorial on the TCDS program. He began by explaining the annual count lists and the count maps located on the FMPO website. He then showed how to navigate from the FMPO website to the TCDS external site using the link located on the FMPO webpage. Once at the TCDS website he explained the page orientation and the various tabs and map features. Mr. Delmagori then performed a series of query searches: one for all of the Farmington counts, a data search for a specific road, and a search by a volume range. He explained the various data within the query such as years counted and speed/class data. The pin options located on the map also provide another way to search for traffic count data.

Mr. Keck asked if the map displays the most current count. Mr. Delmagori explained the map will display the most current count and the table details will give all of the years in which data was taken.

Mr. Delmagori continued by describing that within each record, the user can pull up more detailed count information by clicking on the eye icon. This shows the hourly or 15 minute count data as well as the AM and PM peak hours.

A discussion ensued on permanent count locations and the creation of seasonal factors. Mr. Lucero indicated that currently the permanent count information has only been gathered from the City of Farmington. Using the data gathered for the various types of facilities, the MPO applied seasonal factors to the majority of counts within the MPO boundary. However, if more information were to be added from each of the other entities, better seasonal factors may be created. If the entities have any historical long term count information that they would like to provide, the MPO would be happy to add it to the database. Mr. Delmagori showed an example of a permanent station where the data is not only broken down by direction but also by individual travel lane.

Mr. Delmagori concluded the tutorial by briefly explaining the Administrative option that is available to staff. It gives staff the ability to upload and edit count data and to modify count locations as needed.

ACTION: The report and tutorial were received.

5. REPORT FROM NMDOT

DISCUSSION: Mr. Martinez indicated that he had nothing to report from NMDOT. Mr. Keck asked if they could receive a report on NM 173. Mr. Keck elaborated by discussing the history of NM 173 and the various presentations that Mr. Maes, a concerned citizen, has made to the MPO, NWRPO, and to the County. He asked who would take the lead on any future improvements to this road. Mr. Martinez indicated that NMDOT currently has safety funds for a project along NM 173. The funding is for \$1 million which will be appropriated for a small part of the corridor. They used crash data to locate the worst stretch of the facility and are going to proceed with rectifying a one mile stretch of NM 173 near NM 575. However, improvements to the rest of the corridor will be a while because although they realize improvements are needed, NM 173 currently is not a high priority for NMDOT. In the meantime, NMDOT will look at improving additional sections of NM 173 as funding becomes available. Since NMDOT is beginning the process of updating the STIP, Mr. Martinez suggested that the MPO and RPO determine which projects to submit to NMDOT for inclusion into their project list.

Mr. Keck further elaborated that Aztec once mentioned possibly improving the first four mile stretch through the East Arterial Project. He indicated that he felt that Mr. Maes will continue to come and push this project and that he would like to know where the project should be addressed. Mr. Martinez indicated that a push for the remaining portion of the project should be taken through the NWRPO RTIPR process. Mr. Keck asked if the County or NMDOT should submit a Project Identification Form (PIF) through the RPO process. Mr. Martinez suggested the County because they are a voting entity and would have a voice in the decision. This way, the County could see how NM 173 fits into the RPO priority list

Mr. Keck thought it would be best for him and Mr. Huber to meet and discuss a course of action. Mr. Huber agreed, then explained that the City of Aztec is focusing its efforts on

Phase 1B of the East Arterial, which is the connection to US 550 at the south end of town. Mr. Huber asked what mile of NM 173 was identified for the safety funds. Mr. Martinez said it was near the intersection with NM 575. Mr. Lucero displayed a map of the MPO road system and indicated that the safety project would have to be reflected on the MPO TIP as it is predominantly within the MPO boundaries. Mr. Martinez confirmed that the project did appear to be predominantly within the MPO and indicated that the information would be forwarded to the MPO.

Mr. Keck finished by stating an overlay project might be best in the near term. Mr. Martinez also mentioned that possibly using safety funds every couple of years for portions of the corridor would more feasible than a large multi-million dollar project.

ACTION: The report from NMDOT was received.

6. RED APPLE TRANSIT STUDY

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject:	Red Apple Transit Study
Prepared by:	Joe Delmagori, MPO Planner
Date:	January 19, 2011

BACKGROUND or PREVIOUS WORK

- The MPO and Red Apple Transit worked with LSC Consultants to determine future transit needs and make recommendations for expansion options.
- LSC Consultants developed two Technical Memorandums and held four sets of public and stakeholder meetings on the transit study.
- Recommended options were developed for both the regional and Farmington routes for modifying and expanding the existing system.
- A Draft Final Report was issued for review.

CURRENT WORK

- In Farmington, the short-term recommendation is to create bi-directional line routes and create all day service for portions of the regional routes.
- Long term recommendations include creating a new Aztec to Bloomfield route, increasing route frequencies, and providing evening service.
- The Final Report has been completed, which explains the recommendations, the implementation schedule for the recommendations, and the financial plan.
- The MPO and Red Apple Transit are seeking adoption of the Final Report on January 25.

ANTICIPATED WORK

- Upon approval, issue the Final Report to the entities and stakeholders.
- Amend the 2035 MTP to include the recommendations described in the Final Report

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on the Red Apple Transit Study.

DISCUSSION: Mr. Delmagori explained LSC’s presentation given to the Farmington City Council on January 25 in which the MPO and Red Apple were seeking acceptance of the recommendations from the Transit Study. Mr. Delmagori gave a summary of the study including a timeline of activities, how current and future transit need was determined, and how different route options were studied. He explained some of the initial issues and desires for the system and individual routes that were expressed by the public. He then elaborated on the proposed transition of the current system. Initially the current system would add additional stops to fill in service gaps within Farmington. This would also occur on the regional routes. Stops were suggested for the communities of Spencerville and Wildhorse Valley.

Referring to the map, Mr. Delmagori showed the Farmington routes would then be divided into bi-directional routes. This would allow for more direct travel but would decrease the frequency for any one way of travel. Additionally, transfer points would increase to twelve over the three that currently exist. There would be all day service from Flora Vista west to Troy King and from McGee Park west to the airport. The Regional routes would continue to operate to the outlying cities three times a day until funding allowed for additional runs.

Mr. Delmagori then discussed the short and long term recommendations set out in the report. He indicated that the City of Farmington had accepted all of the budget neutral recommendations and will review the other recommendation in the future. These recommendations include adding in new stops, changing to a line route in Farmington, and running the regional routes all day to at least the Farmington city limits.

Now that the study is complete, the MPO will await the final report and will make the appropriate changes in the 2035 Metropolitan Transportation Plan.

ACTION: The report was received.

7. FY2012 UPWP CALL FOR PROJECTS

Subject:	FY2012 UPWP Call for Projects
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	January 19, 2011

BACKGROUND

- Over the next few months, the MPO will develop its annual work plan for fiscal year 2012 (July 1, 2011 through June 30, 2012).
- The FY2012 Unified Planning Work Program (UPWP) is anticipated to be approved on April 21, 2011 by the Policy Committee.
- Entities are asked to submit new projects and other planning tasks to be accomplished by the MPO during FY2012 by February 16, 2011.

FY2012 UPWP INITIAL TASKS

- Yearly Activities
 - Annual Certification
 - Development of FY2013 UPWP
 - FY2011 Annual List of Obligated Projects
 - Public meetings and presentations
 - Quarterly Reports and Newsletters
 - Safe Routes to School (SRTS) activities
 - Traffic Count program
 - Traffic studies and model runs requested by the entities
 - Transportation Improvement Program
- New Activities
 - Update the Public Participation Plan
 - Update the ITS architecture
 - On-board transit survey and ridership data collection for Red Apple Transit to better understand travel patterns and passenger needs
 - Develop a Pedestrian Safety Action Plan
 - Create a Bicycle Suitability Map for the MPO
 - Develop a Complete Streets policy
 - Other actions outlined in the 2035 MTP

ANTICIPATED WORK

- Define projects and develop planning tasks in February.
- Review the work program in March with the Technical and Policy Committees.
- Approve the FY2012 UPWP in April

RECOMMENDATION

- It is recommended that the Technical Committee receive a report and the Call for Projects for the FY2012 UPWP.

DISCUSSION: Mr. Delmagori described the annual UPWP development process. He mentioned the Call for Projects for the FY2012 UPWP. Staff will be discussing projects and activities for the UPWP with the entities individually in the upcoming weeks. The UPWP

projects will cover typical work projects and new projects like the Public Participation Plan, ITS architecture, and an on board survey as a follow up to the Red Apple Transit Study.

Mr. Delmagori stated staff will have a draft of the FY2012 UPWP ready for the February Technical Committee. Recommended approval would occur in March and the Policy Committee would approve the document in April.

ACTION: The report was received.

8. RED APPLE TRANSIT UPDATE

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject:	Red Apple Transit Update
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	January 17, 2011

RED APPLE REPORT

- Red Apple Transit had a total ridership of approximately 12,000 riders in December.
- Kirtland experienced a 5% drop from the previous month.
- The Tiger, Bobcat and Farmington Routes had increases over the previous month with a 15%, 9% and 3% increase respectfully.
- Bloomfield had a 66% increase over the same period last year.
- However, Kirtland experienced a 13% decrease over the same period last year.
- Total ridership increased from 132,534 in 2010 to 139,467 in 2011.

ATTACHMENT

- The Red Apple Report is attached.

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on Red Apple Transit.

DISCUSSION: Mr. Lucero informed the committee that ridership had reached approximately 12,000 riders for December. He gave a synopsis of the total annual ridership and the growth patterns for the regional routes.

Mr. Lucero highlighted that the Bloomfield Route had an increase of 66% over last December. He suggested that now that the Red Apple Study is complete, it would be a good time for the entities and Red Apple to review current stop locations on some of these regional routes and track the changes in ridership.

9. INFORMATION ITEMS

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject:	Information Items
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	January 19, 2011

INFORMATION ITEMS

- a. **MPO Officer.** Mary Holton, Community Development Director for the City of Farmington, has been selected as the new MPO Officer.
- b. **MPO-NMDOT Traffic Count Database Review.** Staff from each entity will meet in Santa Fe on January 25 to compare traffic count databases to ensure each contains the same data relating to traffic sections, mile points, and functional classification.
- c. **2010 Census Workshop.** Martin Lucero will attend a workshop in Albuquerque on January 26 to discuss new Census data and the American Community Survey.
- d. **FY2012-FY2017 TIP Update.** Staff will coordinate with the entities to meet individually in February to review TIP projects.
- e. **Other.**

DISCUSSION: Mr. Lucero introduced Mary Holton, Community Development Director for the City of Farmington, as the newly appointed MPO Officer.

Mr. Lucero discussed his meeting with the NMDOT Traffic Count Division. He explained that the meeting helped to verify the information that needs to be changed within each database. The MPO will continue to work with NMDOT to adjust traffic count sections and to add in newly classified roads.

Mr. Lucero discussed the one day training that he attended in Albuquerque on the upcoming 2010 Census data. He explained that the old census long form is now being administered by the American Community Survey which will perform the survey every three years for urbanized communities over 50,000 individuals. He also explained that the 2010 Census Data for New Mexico is expected to be released in late February or early March. Mr. Lucero relayed that initial estimates indicate that San Juan County has had a large increase in the

aging population as well as a large increase in the population of individuals under the age of 18. New Mexico as a whole was the 15th fastest growing state but it is in the top 5% in the nation for total low income population.

Mr. Lucero indicated that as mentioned earlier the FMPO is beginning the TIP update process and the STIP is being updated as well. Staff will be meeting with each member entity to update the TIP. It will be important that the MPO consider its unfunded projects and its priorities as historically the DOT has reviewed the unfunded list when considering projects for the outlying years of the STIP.

10. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

DISCUSSION: No business from the Chairman, Members or staff.

11. BUSINESS FROM THE FLOOR

DISCUSSION: There was no business from the floor.

12. ADJOURNMENT

Mr. Keck made a motion to adjourn the meeting and Mr. Quintana second the motion. Mr. Huber adjourned the meeting at 11:10 a.m.

Mr. Huber - Vice Chair

Joe Delmagori - MPO Planner