

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
June 24, 2010

Technical Members Present: Cindy Lopez, City of Farmington
Steve Christensen, City of Aztec
Julie Baird, City of Bloomfield
Chico Quintana, City of Farmington
Dave Keck, San Juan County

Technical Members Absent: Nica J. Westerling, City of Farmington

Staff Present: Joe Delmagori, MPO Planner
Martin Lucero, MPO Associate Planner
Kathy Bonnell, MPO Administrative Aide

Staff Absent: Bob Campbell, MPO Officer

Also Present: Ray Matthew, NMDOT

1. CALL TO ORDER

Ms. Baird called the meeting to order at 10:06 am.

2. APPROVE THE MINUTES FROM THE MAY 27, 2010 TECHNICAL MEETING

Mr. Keck motioned to approve the minutes from the May 27, 2010 Technical Committee meeting and Ms. Lopez seconded the motion. Motion was passed unanimously.

3. RECEIVED REPORT ON MPO MAJOR THOROUGHFARE PLAN

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject:	MPO Major Thoroughfare Plan
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	June 16, 2010

BACKGROUND or PREVIOUS WORK

- The Major Thoroughfare Plan (MTP) is designed to accommodate both current and projected travel demands associated with growth.
- As part of the 2035 Metropolitan Transportation Plan staff reviewed with both the Technical and Policy Committees the roadway network and surrounding land uses as well as projected increases in population and traffic volumes.
- Staff has met with member entities to discuss the proposed MPO thoroughfare plan.

CURRENT WORK

- Review NMDOT criteria for functional classifications.
- Work with NMDOT to review the state designation for classified roadways in the MPO.
- Staff is identifying any road classifications that differ between the local agencies and NMDOT.

ANTICIPATED WORK

- The development of a Roadway Classification Map showing all existing and future roadway designations.

BACKUP MATERIAL

- Classification table showing proposed changes to the state classified roadway system. (Provided at meeting)

RECOMMENDATION

- It is recommended that the Technical Committee receive a report on the MPO Major Thoroughfare Plan.

Discussion: In order to give Mr. Martinez from District 5 additional time to make the meeting, Ms. Baird moved the TIP-STIP agenda item to later in the meeting.

Mr. Lucero informed the committee of recent meetings with each entity to discuss the regional road network, the states federally classified roadway database, and the MPO database system. The discussion included roads that have been built since the NMDOT 2004 Classification Map but have not yet been classified. He also passed out a table of road listings with all the current and proposed classifications. Mr. Lucero reviewed the table with the Committee pointing out changes that needed to be made such as roads that need to be classified. One reason for the update is to keep the traffic counts meaningful for the area. The road classifications will also help with preservation of right-of-way for future proposed roads.

Ms. Baird asked about the approval of this plan and if it will be discussed at the Policy meeting in September. Mr. Lucero replied that the plan will be reviewed by the Policy Committee in September. The MPO will also have the plan reviewed by the DOT. Once

adopted by the MPO Policy Committee the MPO will seek adoption of the Major Thoroughfare Plan by each entity. Mr. Delmagori mentioned that the MPO would seek adoption by the member entities prior to seeking approval from FHWA.

Mr. Matthew discussed the form that the MPO needs to fill out after the approval of the Major Thoroughfare Plan. It is necessary for the reclassification of each road to be entered into the federal system. Noting that he has seen some classifications that are not being shown by NMDOT, Mr. Lucero stated the DOT is currently running two different database systems and that might be the reason for the delay. He also commented on the reclassifications that were done approximately two years ago that are in the old system and are not present in the new system.

Mr. Delmagori indicated that the MPO will be presenting the plan to Planning and Zoning Commissions and councils and commissions to give them a status report. Ms. Lopez asked if this will be going to the state in September. Mr. Lucero stated that the MPO hopes to discuss the plan with the NMDOT in September when staff is attending the MPO Quarterly. Final approval by the NMDOT will occur after adoption of the road plan by the Policy Committee. Ms. Lopez questioned if the plan needed to go to the local councils. Mr. Delmagori stated for the local adoption it would need to go to the councils. If everything goes well with the Policy approval in September, then subsequent local adoptions will be sought after. Ms. Lopez asked whether local adoption was needed prior to meeting with the state in September. Mr. Lucero stated no because staff will not seek approval of the classification changes in September, rather staff will just be meeting with the DOT to show them the roads that the MPO is considering for a reclassification. Mr. Delmagori stated that the entire acceptance is needed prior to going to the next steps and DOT will be involved with the process. Mr. Matthew stated at the meeting in September the FHWA will be in attendance to discuss the plan.

Mr. Christensen asked if the planning staff in Farmington, Aztec, Bloomfield and the County is reviewing the plan and if they are working off the same plan. Mr. Lucero stated that Farmington is moving forward on their Major Thoroughfare Plan in completing some of the identified streets. Mr. Delmagori said local adoption will ensure that all entities are following the same plan. Mr. Christensen questioned if the city's planning departments are really looking at the plan as their own, and asked if there is a process to make changes in the future. He also stated it would be better to spend the resources on a right-of-way acquisition, such as on NM 516 up to Flora Vista. Mr. Delmagori stated that one of the objectives is to have meetings with all the cities and the county in order to get that buy-in from the planners and engineers and go forth with the process. Mr. Christensen stated that it should probably be a subject for discussion for the Technical Committee and Policy Committee. Mr. Delmagori stated that is why there will be meetings regarding the proposals, as a way to answer any questions prior to the approval of the plan.

Mr. Quintana requested some information on submitting a revision on a new development which will require a path for the Major Thoroughfare Plan. Mr. Delmagori stated that this plan can be revised if needed. Ms. Lopez stated that the spine road for La Plata Ranch was part of a revision to the City of Farmington's Major Thoroughfare Plan and the road was classified as a collector. She also stated she would check on it to make sure that it was classified as a collector.

Action: The report was received.

4. RECEIVED REPORT ON RED APPLE TRANSIT STUDY

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Red Apple Transit Study
Prepared by:	Joe Delmagori, MPO Planner
Date:	June 16, 2010

BACKGROUND or PREVIOUS WORK

- The 2035 MTP identifies a need to evaluate the current transit system.
- The MPO, in cooperation with Red Apple Transit, will work with a consultant to determine future transit needs and recommend expansion options.
- The first public meeting about the study was held on June 3.

CURRENT WORK

- LSC Consulting is gathering population and employment information.
- The MPO is providing GIS data, maps, and information on employers and various facilities to the consultant.

ANTICIPATED WORK

- Assist with land use and demographic analysis
- Transit needs assessment
- Transit expansion scenario development

RECOMMENDATION

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

Discussion: Mr. Delmagori discussed the study that was identified in the 2010 MTP. Back in May LSC was hired to work on this plan. He also stated there was a public meeting on June 3, 2010 to introduce the plan and the outline for the next six months. The meeting was well attended by the public. After the consultant explained the study and its expected outcomes, individuals were placed into groups and given a map with the existing system labeled. They were asked to identify where they would like to

see new routes, new stops, and to write any other comments they had. Mr. Delmagori then stated a lot of the comments were very similar to what the MPO has been hearing for years, such as the lack of efficiency in the circular routes and in the regional routes as they only run three times a day.

Since the meeting, LSC has requested information from the MPO, Red Apple, and Presbyterian Medical Services. Some of the information includes population/employment data for the current and forecasted years, surveys taken, and Red Apple Transit ridership reports.

Ms. Baird requested information on the next public meeting. Mr. Delmagori stated the next public meeting will be held on July 29, 2010 from 11-1pm at the Farmington Civic Center. Ms. Baird asked whether there has been any other discussion regarding the routes and maybe changing the current route. Mr. Delmagori stated the route change was mentioned to better serve the public. Ms. Lopez stated there was a discussion at the public meeting regarding adding more stops due to current stops being located so far apart. Mr. Christensen said that a Lee Acres or Wild Horse Valley stop should be considered. Mr. Delmagori stated places along NM516 from Farmington to Aztec were also brought up by participants.

Action: The report was received.

5. RECEIVED REPORT ON RED APPLE TRANSIT UPDATE

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject: Red Apple Transit Update
Prepared by: Martin Lucero, MPO Associate Planner
Date: June 16, 2010

RED APPLE UPDATE

- Overall ridership reached 12,517 passengers in April.
- Farmington and Aztec saw a decrease in ridership over previous month, with 3% and 5% respectfully.
- Bloomfield and Kirtland saw increases in ridership over previous months, with 6% and 10% respectfully.
- Aztec, Bloomfield, Kirtland, and Farmington had increases over the same period last year with 17%, 18%, 35% and 12% respectfully.
- The ridership report is attached.

RECOMMENDATION

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

Discussion: Mr. Lucero reported on ridership numbers for the month of April. The overall ridership for Farmington and Aztec decreased over previous months but Bloomfield and Kirtland saw an increase in April. The Bronco route has increased in ridership and is almost the same as the Bobcat. Mr. Lucero speculated that this might be an indication that there is a need in the outlying areas that is not being met. He then stated that ridership continues to grow and hopefully the demands can be met for the riders living in the outlying areas. Currently things are looking good and the summer months tend to do a little better. The upcoming months are when Bloomfield's ridership tends to increase.

Action: The report was received.

6. RECEIVED REPORT ON TIP-STIP PROTOCOLS

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject:	TIP-STIP Protocols
Prepared by:	Joe Delmagori, MPO Planner
Date:	June 16, 2010

BACKGROUND

- The Transportation Improvement Program (TIP) is the short range program of projects expected to be completed within six years.
- All projects with federal funding are included in the TIP.
- Regionally significant projects are also part of the TIP.
- The Statewide TIP (STIP) includes all federally funded projects within the state.
- The TIP must be included without change into the STIP.

CURRENT WORK

- TIP and STIP protocols will be reviewed with the Technical Committee members on June 24.
- NMDOT will provide information and guidance on the TIP-STIP process.

GUIDELINES

- All projects or particular phase of the project included in the adopted TIP will be programmed to the amount needed to complete the project or phase and in a timeframe that allows all project requirements to be met by the obligation authorization deadline.
- When project costs rise or fall as a result of forces outside the project sponsor's control or projects are unable to be completed in the timeframe originally estimated, an amendment or an adjustment is needed.

BACKUP MATERIAL

- TIP-STIP Protocols.

RECOMMENDATION

- It is recommended that the Technical Committee hold a discussion on the TIP-STIP protocols.

Discussion: Since Mr. Martinez was not present to talk about the STIP, Mr. Delmagori explained he would just focus on the TIP process and next month District 5 would speak about the STIP. Mr. Delmagori discussed the local side of the process. In January of the calendar year the MPO requests information on new projects and changes to existing projects. In February MPO staff meets with each entity to review the projects that are in the TIP, to review funding, termini, and fiscal years. In March all the information is put together and a public comment period is held. Adoption by the Policy Committee occurs in April.

The STIP Protocols indicate that amendments or adjustments are needed when dollar amounts change or costs are more than originally anticipated. STIP protocols will list the requirements for amendments. Mr. Delmagori mentioned that every so often projects get changed that are not brought to the attention of the MPO or the entities. Part of the discussion with Mr. Martinez next month will be to determine ways to alleviate this in the future.

Mr. Delmagori said the TCSP projects for Aztec and Farmington are now on the STIP. He reminded the Committee that this item will go back on the agenda for next month's meeting to discuss the STIP with District 5.

Action: The report was received.

7. RECEIVED REPORT FROM NMDOT

Discussion: Mr. Matthews stated he didn't have any news, except to say there are no budget cuts at this moment.

8. INFORMATION ITEMS

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Information Items
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	June 16, 2010

INFORMATION ITEMS

- a. **MPO Quarterly.** The Farmington MPO hosted the MPO Quarterly on June 23. A summary of the meeting will be provided.
- b. **Bloomfield SRTS Public Meeting.** The MPO has been meeting with the Bloomfield School District and City staff to establish a program within Bloomfield. On June 30, 2010 the City of Bloomfield will have a public meeting to kick off the Safe Route to School Program and to gain public support.
- c. **Other.**

Discussion: Mr. Quintana informed the committee that the Inspector General will be turning in the ARRA reimbursements. Ms. Baird stated Bloomfield had a couple of issues regarding its MAP funds and using the correct forms for extensions. She also stated that there are big issues on the SWIPS and with needing to do daily updates. Mr. Keck stated that daily updates are not needed but the entities are required to do weekly updates.

9. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Ms. Baird thanked Mr. Christensen for his service to the MPO since this was his last meeting. Mr. Delmagori stated that everyone appreciated the work Mr. Christensen did and thanked him for often being a spokesperson for the MPO.

10. BUSINESS FROM THE FLOOR

Discussion: There was no business from the floor.

11. ADJOURNMENT

Discussion: Mr. Keck made the motion to adjourn. Ms Lopez seconded the motion. Meeting adjourned at 11:03 am.

Julie Baird- Chair

Kathy Bonnell- Admin Aide