



# A G E N D A

## Farmington Metropolitan Planning Organization Technical Committee Meeting

Commission Room  
San Juan County Administrative Building  
100 S Oliver  
Aztec, NM

August 26, 2010  
10:00 a.m.

**AGENDA**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**TECHNICAL COMMITTEE MEETING**  
**August 26, 2010      10:00 AM**

This meeting will be held in the Commission Room at the San Juan County Administrative Bldg, 100 S Oliver, Aztec, New Mexico.

<u>ITEM</u>	<u>PAGE</u>
1. Call meeting to order	
2. Approve the minutes from the July 22, 2010 Technical Committee meeting.	<b>1</b>
3. FY2011-2016 Transportation Improvement Program (TIP) a. Hold a public hearing on Amendment #1 b. Recommend approval of Amendment #1 to the FY2011-2016 TIP.	<b>9</b>
4. Recommend adoption of the MPO Major Thoroughfare Plan.	<b>11</b>
5. Recommend approval of the FY2011 UPWP Budget Amendment.	<b>14</b>
6. Hold a discussion on TIP-STIP protocols.	<b>16</b>
7. Receive a report from NMDOT. a. District 5 ( <i>Dave Martinez</i> ) b. Planning Division ( <i>Ray Matthew</i> )	
8. Receive a report on the Red Apple Transit Study.	<b>21</b>
9. Receive a report on the MPO Roadway Inventory.	<b>25</b>
10. Information Items a. FY2010 Performance & Expenditure Report b. Safe Routes to School Update c. Other	<b>26</b>
11. Business from: a. Chairman b. Members c. Staff	
12. Business from the floor.	
13. Adjournment.	

**ATTENTION PERSONS WITH DISABILITIES:** If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the MPO Officer at the Community Development Office, 805 Municipal Drive, Farmington, New Mexico, at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the MPO Officer at the Community Development office if a summary or other type of accessible format is needed.

**MINUTES**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**TECHNICAL COMMITTEE MEETING**  
**July 22, 2010**

Technical Members Present: Julie Baird, City of Bloomfield  
Chico Quintana, City of Farmington, Alternate  
Dave Keck, San Juan County

Technical Members Absent: Nica J. Westerling, City of Farmington  
Cindy Lopez, City of Farmington  
City of Aztec (currently vacant)

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

Staff Absent: Bob Campbell, MPO Officer  
Joe Delmagori, MPO Planner

Also Present: Linda Sillers, San Juan Center for Independence  
Larry Joe, Navajo DOT - Shiprock  
Larry Hathaway, San Juan County  
Robert Anaya, NMDOT Department of Secretary  
Roshana Moojen, City of Aztec

**1. CALL TO ORDER**

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

**2. APPROVE THE MINUTES FROM THE JUNE 24, 2010 TECHNICAL MEETING**

Mr. Keck motioned to approve the minutes from the June 24, 2010 Technical Committee meeting and Mr. Quintana seconded the motion. Motion was passed unanimously.

**3. HOLD A DISCUSSION ON THE TIP-STIP PROTOCOLS**

Since there were no NMDOT representatives present, the Technical Committee decided to table this discussion until their August 26 meeting.

**4. REVIEW ROAD CLASSIFICATIONS AS PART OF MPO MAJOR THOROUGHFARE PLAN**

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	MPO Major Thoroughfare Plan
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	July 13, 2010

**BACKGROUND or PREVIOUS WORK**

- Staff has met with member entities to discuss the proposed MPO Major Thoroughfare Plan.
- Staff is identifying any road classifications that differ between the local agencies and NMDOT.
- In the development of the MTP, consideration will be given to all transportation modes including transit alternatives, bicycle, pedestrian, and operating strategies.

**CURRENT WORK**

- Review NMDOT criteria for functional classifications.
- Work with NMDOT to review the state designation for classified roadways in the MPO.
- Work with the Technical Committee members to identify differences in classifications, to organize requests for reclassifications, and to determine classifications for new roads.
- MPO presentations to planning and zoning commissions of each member entity.

**ANTICIPATED WORK**

- The development of a Roadway Classification Map showing all existing and future roadway designations.
- MPO Policy Committee adoption of the MTP during early fall.
- NMDOT and FHWA approval of changes to road classifications.

**BACKUP MATERIAL**

- Classification table showing differences in classifications, proposed changes to the state classified roadway system, and classifications for new roads. (Provided under separate cover to the Tech members)

**RECOMMENDATION**

- It is recommended that the Technical Committee review the road classifications as part of the MPO Major Thoroughfare Plan.

**Discussion:** Mr. Lucero passed out a table of road listings with all the current and proposed road classifications. To better organize requests for reclassifications and to determine classifications on new roads, Mr. Lucero asked the committee to review the table to identify differences in classifications. He also stated the table is color coordinated by type of reclassification and sorted for each individual entity. Mr. Lucero informed the committee this is based on federal, MPO, and local road classifications. He also stated the roads listed in the table are the same roads that were visually represented on the map used during the meetings held with each entity. The only exception is this table does not show roads yet to be constructed. Mr. Lucero stated instead of just declassifying roads like Lovers Lane, the MPO will try to swap them for other roads, similar to what was done recently in Bloomfield where Maple Ave replaced Calle de Rio on the classification list. He also stated any roads labeled for reclassification would be done first. An example would be County Road 350, where it is currently classified as a minor collector but should be classified as an arterial.

Mr. Quintana stated he needed some time to go over the list and he will get back with Mr. Lucero with any changes. Mr. Keck commented that County Road 5569 was partially removed when County Road 350 was built and is currently functioning as a long driveway. He felt that it would be appropriate to declassify it in lieu of another road. Ms. Baird asked if staff would be seeking adoption at the September Policy Committee meeting. Mr. Lucero indicated the classification list will be taken to the Policy Meeting in September and if approved it will then be taken to the State for discussion. In October the MPO will seek adoption by the entities. Final approval will then be needed by the FHWA. If all goes well the MPO will begin working on classification changes outlined in the Major Thoroughfare Plan in the upcoming year.

**Action:** The report was received

**5. RECEIVE REPORT ON RED APPLE TRANSIT STUDY**

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Red Apple Transit Study
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	July 13, 2010

**BACKGROUND or PREVIOUS WORK**

- The 2035 MTP identifies a need to evaluate the current transit system.
- The MPO and Red Apple Transit are working with LSC Consulting to determine future transit needs and make recommendations for expansion options.
- The first public meeting on the transit study was held on June 3.

**CURRENT WORK**

- LSC Consulting is developing a technical memorandum that will identify current transit need and determine future transit demand out to the year 2020.
- The consultant is holding stakeholders meetings during the week of July 26.
- The next transit study public meeting is July 29 at the Farmington Civic Center from 11:00am to 1:00pm.

**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. Lucero discussed the Technical Memorandum that was received from LSC Consultants. The memorandum is comprised of five chapters forecasting the future transit demand out to the year 2020 and was given to the MPO for review. Mr. Lucero encouraged the members to attend the public meeting on July 29 at the Farmington Civic Center in which the LSC Consultants will discuss their initial findings. Ms. Baird questioned if there was much representation from Bloomfield. Mr. Lucero stated there was one individual who attended the meeting. The individual lived in the county but worked in Bloomfield. Mr. Lucero then encouraged representation from each member entity as LSC will be discussing the current ridership for each route and will be seeking input on route expansion. Ms. Baird stated she would make sure someone would attend on behalf of Bloomfield. Mr. Lucero then reiterated the need to have multiple individuals from each entity there to express their ideas for transit improvements.

**ACTION:** The report was received

**6. RECEIVE REPORT ON SAFE ROUTES TO SCHOOL PUBLIC MEETING IN BLOOMFIELD**

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Bloomfield SRTS Public Meeting
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	July 14, 2010

**BACKGROUND or PREVIOUS WORK**

- Bloomfield city staff and school district representatives are preparing to have a Safe Routes to School program for the 2010-2011 school years.
- MPO has met with both groups to explain the SRTS program and to help with initial preparations.
- Central Primary and Mesa Alta have been identified as two possible schools for the program.

**CURRENT WORK**

- Bloomfield city and school staff organized a kick-off SRTS meeting on June 30.
- The NMDOT SRTS Coordinator presented an overview of the program and provided examples on how to start a program.
- The MPO described some of the experiences that Farmington has had with the development of a program.
- Other presenters included Bloomfield city and school staff and District 5.

**ANTICIPATED WORK**

- Distribute SRTS information to parents and students when school starts.
- Seek volunteers who will assist with the program.
- Organize walking events and other encouragement activities.

**RECOMMENDATION**

- It is recommended that the Technical Committee receive a report on the Safe Routes to School public meeting in Bloomfield.

**DISCUSSION:** Mr. Lucero discussed the public meeting held on June 30 and indicated that the attendance was low, but the participation from the individuals present was good. The meeting was attended by representatives from Bloomfield schools, NMDOT, the City of Bloomfield, and the MPO. Staffs from Bloomfield and the school district are preparing a Safe Routes to School program for the upcoming school year 2010-2011. The school district has

selected a coordinator to work with the pilot schools. Mr. Lucero also stated Jessica Frost had some concerns with US 64 being a six lane highway and the abilities of kids to cross the road on their walk to school. A suggestion was made to write a letter to NMDOT expressing the concerns for pedestrian accommodations along US 64. The letter should address the issues such as insufficient pedestrian facilities and making it safer for walkers and bicyclist.

**ACTION:** The report was received

**7. RECEIVE REPORT ON RED APPLE TRANSIT UPDATE**

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**

**Agenda Item**

<p><b>Subject:</b> Red Apple Transit Update <b>Prepared by:</b> Martin Lucero, MPO Associate Planner <b>Date:</b> July 13, 2010</p>
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<b>RED APPLE UPDATE</b>
<ul style="list-style-type: none"><li>▪ Overall ridership reached 12,119 passengers in June, an increase of 15% over the previous month.</li><li>▪ Aztec saw a significant decrease of 36% in ridership over the previous month.</li><li>▪ Bloomfield, Kirtland and Farmington saw increases in ridership over the previous month, with 22%, 10% and 16% respectfully.</li><li>▪ Bloomfield, Kirtland, and Farmington had increases over the same period last year with 37%, 45% and 10% respectfully.</li><li>▪ The ridership report is attached.</li></ul>



<b>RECOMMENDATION</b>
<ul style="list-style-type: none"><li>▪ It is recommended that the Technical Committee receive a report on Red Apple Transit.</li></ul>



**DISCUSSION:** Mr. Lucero discussed the overall ridership for the Red Apple Transit. Overall ridership increased by 15% from the previous month and reached 12,119 passengers. Mr. Lucero then reviewed the ridership numbers for each individual route. Once again the Bobcat route seems to be following its annual trend of increasing during the summer months. The increase may be dampened by buses becoming too full to accommodate passengers. Mr.

Lucero encouraged representation from the Bloomfield Senior Center or Special Projects Coordinator at the July 29 transit study meeting in Farmington. Ms. Baird stated she has Sherri Grona contracted as the Special Projects Coordinator and would be willing to send either her or another representative to the meeting as she will be unable to attend. Mr. Lucero stated that would be helpful. Mr. Lucero also stated the new Trolleys are now operating.

**ACTION:** The report was received

## 8. INFORMATION ITEMS

### FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

<b>Subject:</b>	Information Items
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	July 14, 2010

#### INFORMATION ITEMS

- a. **Amendment #1 to the FY2011-2016 TIP.** A public comment period will be held in August for Amendment #1 to the FY2011-2016 TIP. The amendment will reflect funding changes to the US 64 Project. The final project amount for Phase 2, including right of way, is \$30,818,733. Approval of the amendment is anticipated to occur at the September Policy Committee meeting.
- b. **MOA Renewal.** The MOA between the MPO and NMDOT expires at the end of December. MPO staff is currently reviewing the document. The revised MOA will eventually need approval from the Policy Committee.
- c. **MPO Road Inventory update.** Staff is currently updating the road inventory database of classified roads (last completed in July 2007). The update will verify road characteristics such as travel lanes, speed limits, and presence of sidewalks and bike lanes.
- d. **Other.**

**DISCUSSION:** Mr. Lucero discussed the upcoming FY2011-2016 TIP Amendment in August. The amendment will reflect changes in funding for Phase II of the US 64 Project. Mr. Lucero then elaborated on the upcoming MOA between the MPO and NMDOT. Staff is currently reviewing it at this time. The road inventory database is currently being updated by staff. The inventory is about 85% completed. The Technical Committee should receive the completed road

inventory at the August Technical Meeting. Mr. Quintana questioned if it will come on a map or a spreadsheet form. Mr. Lucero stated it would be presented as a spreadsheet.

#### **9. BUSINESS FROM CHAIRMAN, MEMBERS AND STAFF**

Mr. Lucero stated if there are any issues with ARRA funding that staff would be happy to assist. During the road inventory he noticed that the Wildflower Parkway sidewalks are about 60% complete. Ms. Baird stated there are some reimbursement issues that they are trying to work through. Ms. Moojen stated that Kathy Lamb is handling the reimbursement issue for the City of Aztec until they are able to find a replacement for the Public Works Director. Mr. Lucero asked if there was an Acting Public Works Director and Ms. Moojen stated it is Ken George.

#### **10. BUSINESS FROM THE FLOOR**

**DISCUSSION:** Larry Joe from the Navajo DOT mentioned he would like to have a meeting with the Farmington MPO regarding information from the MPO Metropolitan Transportation Plan and with traffic counts. Mr. Lucero suggested scheduling a meeting to further discuss the information he was requesting and informed Mr. Joe that the MPO would be happy to provide the Navajo DOT with a copy of their recently adopted plan.

Mr. Robert Anaya introduced himself and praised the work that is being done within the Farmington MPO. He also stated that the reporting standards for the ARRA funding are expected to be more, not less. He understands the frustrations with the new reporting standards but explained that they are there to help standardize the reporting information and to streamline the refunds throughout the whole state.

#### **11. ADJOURNMENT**

**DISCUSSION:** Mr. Keck made the motion to adjourn. Mr. Quintana seconded the motion. Meeting adjourned at 11:03 a.m.

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Julie Baird - Chair

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Kathy Bonnell - Admin Aide

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	FY2011-2016 TIP Amendment #1
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	August 17, 2010

**BACKGROUND**

- On August 1, 2010 the Farmington MPO advertised Amendment #1 to the FY2011-FY2016 Transportation Improvement Program.
- The amendment modifies funding to Phase II of the US 64 Farmington to Bloomfield widening project.

**CURRENT WORK**

- The original amount in High Priority Projects funding for Phase II was \$4,987,476; an additional \$3,020,344 has now been authorized for a total of \$8,007,820.
- The TIP now reflects the \$3,000,000 in Local funds being used by the City of Bloomfield for relocation of city utilities.
- The MPO is holding a 30-day public comment period from August 1, 2010 to September 3, 2010.
- Hold a public hearing on FY2011-2016 TIP Amendment #1 during the August 26, 2010 Technical Committee meeting.

**ANTICIPATED WORK**

- Present any public comments to the Technical Committee.
- Approve Amendment #1 to the FY2011-2016 TIP at the September 9<sup>th</sup> Policy Committee meeting.

**ATTACHMENTS**

- Public Notice describing the funding changes in Amendment #1.

**RECOMMENDATION**

- It is recommended that the Technical Committee hold a public hearing on and recommend approval of Amendment #1 to the FY2011-2016 TIP.

**PUBLIC NOTICE**

The Farmington Metropolitan Planning Organization (FMPO) is the transportation planning forum for the cities of Farmington, Aztec and Bloomfield and the surrounding county area. The MPO develops a Transportation Improvement Program (TIP), which is a program of projects reasonably expected to be funded within the next six years. This public comment period meets all of the applicable requirements of the federal transportation bill SAFETEA-LU and the federal transit requirements of Section 5307(c) (1-7).

**The Farmington MPO is advertising Amendment #1 to the Farmington Metropolitan Planning Organization FY2011-FY2016 Transportation Improvement Program.**

Amendment #1 to the FY2011-2016 Transportation Improvement Program (TIP) modifies funding to Phase II of the US 64 Farmington to Bloomfield widening project. Phase II will construct a new travel lane in each direction from US 550 to the west Bloomfield city limits.

<b>Project Name:</b>	US 64 Farmington to Bloomfield Widening Project	
<b>Funding Source:</b>	High Priority Project	Local Funds (City of Bloomfield)
<b>Funding Amount Total:</b>	\$8,007,820	\$3,000,000
<b>Fiscal Year:</b>	FY2010	FY2010
<b>Description:</b>	Construction	Relocation of city utilities
<b>Notes:</b>	TIP originally had an amount of \$4,987,476; an additional \$3,020,344 has now been authorized for a total of \$8,007,820	New funding added to the TIP

In addition to the funding shown above, Phase II has Surface Transportation Program (STP) funding in the amount of \$9,100,000 programmed in FY2010 and \$3,213,779 programmed in FY2011 and also National Highway System (NHS) funding for \$7,497,134 programmed in FY2011. All funding is for construction.

**As required by federal law and the Farmington MPO Public Participation Plan, the FMPO is holding a 30-day public Comment Period and Public Hearing on Amendment #1. The 30-day comment period is from Sunday, August 1, 2010 to Friday, September 3, 2010. The public may also make comments on the proposed amendment at the following meeting:**

**Public Hearing:** During the Farmington MPO Technical Committee meeting at 10:00 a.m. on **Thursday, August 26, 2010** in the Commission Chambers, San Juan County Administrative Bldg, 100 S Oliver, Aztec, New Mexico.

**Written comments** may be sent to the Farmington MPO at:

Fax: (505) 599-1299

Mail: Farmington MPO, 800 Municipal Drive, Farmington, New Mexico, 87401

Email: [jdelmagori@fmtn.org](mailto:jdelmagori@fmtn.org)

The public may view the FY2011-2016 TIP Amendment at [www.farmingtonmpo.org](http://www.farmingtonmpo.org). For more information contact Joe Delmagori, MPO Planner, at (505) 599-1392.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	MPO Major Thoroughfare Plan
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	August 17, 2010

**BACKGROUND or PREVIOUS WORK**

- Staff has met with member entities to discuss the proposed MPO Major Thoroughfare Plan.
- Staff identified road classifications that differ between the local agencies and NMDOT.
- In the development of the MTP, consideration has been given to all transportation modes including transit alternatives, bicycle, and pedestrian.
- Staff reviewed NMDOT criteria for functional classifications.
- Staff in conjunction with the Technical Committee members identified differences in road classifications.

**CURRENT WORK**

- Work with NMDOT to review the state designation for classified roadways within the MPO.
- Completion of a classification table that highlights the various proposed classification changes.
- MPO presentations to planning and zoning commissions for each member entity.
- MPO presentations to entity councils and commissions.

**ANTICIPATED WORK**

- The development of a Roadway Classification Map showing all existing and future roadway designations.
- MPO Policy Committee adoption of the MTP in September.
- NMDOT and FHWA approval of changes to road classifications.

**BACKUP MATERIAL**

- Classification table showing differences in classifications, proposed changes to the state classified roadway system, and classifications for new roads. (Provided under separate cover to the Technical Committee).
- Guiding principles for the Major Thoroughfare Plan.

**RECOMMENDATION**

- It is recommended that the Technical Committee recommend adoption of the MPO Major Thoroughfare Plan.

## **Reason and Justification for the Development of a Major Thoroughfare Plan for the FMPO**

Most MPO's and cities develop Major Thoroughfare Plans to establish guiding principles and policies which are specifically designed to advance the public health and safety of area residents. The guidelines and policies established within the thoroughfare plan are usually intended to:

- Ensure adequate emergency access to all areas of the MPO and County
- Allow for reasonable access and circulation of public transportation and non-motorized forms of transportation
- Alleviate current and future traffic volumes
- Create a plan that comprehensively addresses traffic circulation and traffic safety throughout the MPO area
- Identify, and distinguish, regional mobility corridors from access corridors

In conjunction with the 2035 Metropolitan Transportation Plan, the MPO Major Thoroughfare Plan will establish a framework for planning and developing the future roadway network for the county and local jurisdictions within the Farmington Metropolitan Planning area.

Roadway classifications for existing and proposed roadway corridors will consider:

- Access management strategies identified in the Access Management Plan
- Capacity along existing roadway corridors
- Placement of new roadway facilities
- Accommodations for non-motorized travel and public transit services

The MPO Major Thoroughfare Plan is intended to provide guidance to the development of an innovative and sustainable network of regionally significant thoroughfares which will:

- Enhance the region's levels of service
- Preserve right-of-way for future corridors
- Correlate future investment with identified priorities and roadway scenarios within the 2035 Metropolitan Transportation Plan
- Strengthen the link between transportation planning, traffic management, and land use management

Identify future roads that will be eligible for federal funding

DRAFT FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
RESOLUTION NO. 2010-4

A Resolution Approving the Farmington Metropolitan Planning Organization Major  
Thoroughfare Plan

WHEREAS, it is recognized that the Major Thoroughfare Plan (MTP) is but one element of the Metropolitan Transportation Plan that incorporates other modes of transportation; and

WHEREAS, the Farmington Metropolitan Planning Organization (FMPO) in conjunction with its member entities, actively worked to develop the Farmington MPO MTP; and

WHEREAS, it is recognized that the proper movement of traffic within and throughout the Farmington Metropolitan Planning Organization and the Urbanized areas of San Juan County is a highly desirable for the orderly growth and development of the County; and

WHEREAS, the MTP depicts the proposal for roadway alignments and classifications in this area; and

WHEREAS, the MTP creates a plan that comprehensively addresses traffic circulation and traffic safety throughout the MPO area; and

WHEREAS, the MTP will identify, and distinguish, regional mobility corridors from access corridors; and

WHEREAS, the MTP will help to enhance the region's levels of service, will preserve right-of ways for future corridors, and will identify future roads that will be eligible for federal funding; and

WHEREAS, the MPO Technical Committee has reviewed the draft plan and recommends its adoption; and

WHEREAS, the MPO will seek approval of the Farmington MPO MTP by New Mexico Department of Transportation for inclusion within the State Functional Classification System;

NOW, THEREFORE, BE IT RESOLVED BY THE POLICY COMMITTEE OF THE FARMINGTON METROPOLITAN PLANNING ORGANIZATION:

That the Farmington Metropolitan Planning Organization hereby adopts the Farmington MPO Major Thoroughfare Plan.

PASSED, SIGNED, APPROVED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Dr. James C. Henderson, Chair

\_\_\_\_\_  
Kathy Bonnell, MPO Admin Aide

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	FY2011 UPWP Budget Amendment
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	August 16, 2010

**BACKGROUND or PREVIOUS WORK**

- The MPO prepared its FY2011 Budget based on initial funding estimates from NMDOT for FHWA PL and FTA 5303.
- Work Authorizations have been received by the MPO with official amounts for PL and 5303 funding.
- The new statewide PL formula goes into effect in FY2011.

**CURRENT WORK**

- The MPO is receiving \$175,213 in federal PL for FY2011 as a result of the new formula.
- Federal PL funding for the traffic count program will remain at \$10,680.
- The MPO will have \$45,305 in FY2010 PL carryover.
- The MPO is receiving \$23,151 in federal FTA 5303 funding, which is \$349 less than what was estimated in April.
- Larger federal amounts are reducing the overall local contribution.
- The FY2011 UPWP budget has been updated to reflect final funding amounts.

**ATTACHMENTS**

- The FY2011 UPWP Budget Amendment.

**RECOMMENDATION**

- It is recommended that the Technical Committee recommend approval of the amendment to the FY2011 UPWP Budget.

## Farmington MPO FY2011 Budget

Fund Source	Estimated FY 2011 MPO Budget (Apr)	FY 2010 PL Carryover	Authorized FY2011 5303 Amount	Final FY2011 MPO Budget
FHWA PL - Federal Share	\$ 175,213	\$ 45,305		\$ 220,518
FHWA PL Required Match	\$ 29,858	\$ 7,721		\$ 37,579
FHWA PL Total	\$ 205,071	\$ 53,026		\$ 258,097
FHWA PL Traffic Counts - Federal	\$ 10,680			\$ 10,680
FHWA PL Required Match	\$ 1,820			\$ 1,820
FHWA PL Traffic Counts Total	\$ 12,500			\$ 12,500
FTA 5303 - Federal Share	\$ 23,500		\$ 23,151	\$ 23,151
FTA 5303 Required Match	\$ 5,875		\$ 5,788	\$ 5,788
FTA 5303 Total	\$ 29,375		\$ 28,939	\$ 28,939
Federal Share of FY2011 MPO Budget	\$ 209,393			\$ 254,349
Local Required Match	\$ 37,553			\$ 45,187
Local Overmatch Total	\$ 57,230			\$ 2,087
<b>MPO Grand Budget</b>	<b>\$ 304,176</b>			<b>\$ 301,623</b>

<b>Maximum Total Local Contribution (Match &amp; Overmatch)</b>	\$ 94,783			\$ 47,274
Maximum Aztec Share (10%)	\$ 9,478			\$ 4,727
Maximum Bloomfield Share (10%)	\$ 9,478			\$ 4,727
Maximum Farmington Share (60%)	\$ 56,870			\$ 28,364
Maximum SJ County Share (20%)	\$ 18,957			\$ 9,455

Notes:

The new PL statewide formula goes into effect in FY2011

The MPO received approval to carry over \$45,305 in federal PL funds from FY2010

The FTA 5303 Work Authorization amount was \$349 less than the April 2010 estimate

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	TIP-STIP Protocols
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	August 17, 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.
- TIP protocols were reviewed with the Technical Committee on June 24.

**CURRENT WORK**

- STIP protocols will be discussed on August 26.
- 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.

# STIP PROTOCOLS

(Effective 12/10/04)

## STIP Procedures

1. The New Mexico DOT will follow a two-year STIP development cycle beginning in FY 2005 with development of the 2006-2012 STIP and Transportation Elements Working Document.
2. TIP and STIP development for MPOs in New Mexico and the NMDOT will take place within the two-year cycle during the odd-numbered fiscal years (i.e. in FY 2005, FY 2007, etc.) in order to be effective during even-numbered fiscal years.
3. The New Mexico Department of Transportation STIP Development Unit will provide financial estimates to Districts, MPOs, and RPOs at the beginning of the development period along with actual submittal and approval dates for major milestones. When available, interim financial estimates can be provided to assist the Districts, MPOs, and RPOs with amending and/or adjusting the TIP/STIP as necessary.
4. The current STIP differentiates between the financially constrained first three years (Statewide Transportation Improvement Program) and years four thru six (Transportation Elements Working Document). This naming convention will continue in compliance with Federal guidelines that state that only the first three years of the STIP are federally approved and all other years are for information and planning purposes.
5. The MPOs and RPOs may choose to continue an annual cycle of development of the TIPs and RTIPRs as long as the timeline is compatible with the recommended two-year STIP development cycle and the recommended amendment cycle.

### **Amendment Cycle and Criteria –**

Modifications to the STIP that are determined to require federal approval will be referred to as Amendments. Modifications to the STIP that do not require federal approval will be referred to as Administrative Adjustments.

Amendments to the STIP will be presented quarterly to the State Transportation Commission for review at their scheduled meetings in November, February, May, and August. Following Commission review the DOT Secretary will approve the Amendments. (In the event the State Transportation Commission does not meet during one of these months, the Amendment(s) will be presented at the next scheduled meeting.).

When situations arise that require Amendments to the STIP to take place outside of the prescribed quarterly cycle, these “Out-of-Cycle” Amendments must be approved by the Secretary of the New Mexico Department of Transportation or a person designated by the Secretary prior to being processed through the STIP Development Section. In order for an MPO, RPO, or District to submit an “Out-of-Cycle” Amendment, a formal request from the Chairman of the MPO Policy Committee, RPO Board, District Engineer or Deputy Secretary must be approved by the Secretary (or designee). The formal request must include the reason(s) for the amendment and why it cannot be addressed within the quarterly cycle.

Amendments to the TIP and STIP will be required for any of the following

- ❖ Addition or deletion of any project
- ❖ Substantial changes in the scope of any project
- ❖ Changes to any project that would affect air quality conformity

- ❖ Availability of earmarked funds
- ❖ Projects moving into or out of the first three years
- ❖ Changes in a project's programmed amount by greater than fifteen percent (15%) or more than \$2,000,000

Any revisions to the TIP and STIP that do not meet the criteria defined for an Amendment will be Administrative Adjustments. All requests to revise the STIP must include documentation that the appropriate coordination, cooperation, and/or consultation with local and/or tribal governments, NMDOT, MPOs, and RPOs have occurred according to federal regulations.

### **Communication Protocol**

This Communication Protocol has been developed in an effort to make the process for amending the MPO's Transportation Improvement Program (TIP) and the NMDOT's Statewide Transportation Improvement Program (STIP) more efficient by prescribing procedures that identify when and how notifications are to take place. All communications are assumed to take place within the context of the TIP/STIP Development and Amendment Process.

**NOTE: The process outlined here is not intended to replace any communications that lead to decisions to modify a Metropolitan TIP or the STIP. Rather, these protocols are intended to provide the communications framework that allows decisions agreed to among the appropriate participants.**

#### **General –**

- The communication protocols apply to ALL changes (amendments or administrative adjustments) to a TIP or the STIP.
- All changes must go through the District Engineer or the Deputy Secretary. They may choose to designate staff member responsible for these activities.
- Local government agencies must work through the Metropolitan Planning Organization (MPO) to affect changes to the TIP, or through the Regional Planning Organization (RPO) to affect changes to the STIP. Within MPOs, MPO staff will be responsible for coordinating all TIP/STIP changes with the District Engineer and for notifying member agencies of pending or completed state and federal actions. Within RPOs, RPO Planners will be responsible for coordinating all STIP changes with the District Engineer or Deputy Secretary and for notifying member agencies of pending or completed state and federal actions.
- Tribal entities are encouraged to work through the respective MPO or RPO to initiate a change in the TIP/STIP. However, if tribal entities choose to work through federal agencies such as the Bureau of Indian Affairs, the FHWA, or the FTA, the communication channels outlined below must be followed. Under these circumstances, the NMDOT Programs Division will serve as the initiator of the change and will be responsible for all notifications back to the tribal entity.
- In order to expedite requests, signed letters can be faxed to initiate the change, with the original following by mail. Formal Emails are also acceptable and should be printed and kept as a record document.

#### **A) For changes initiated by NMDOT Divisions, Bureaus, Sections, or other areas of the NMDOT General Office**

1. The office sends correspondence to the District Engineer or Deputy Secretary requesting a change, with copies to appropriate individuals (i.e. to STIP Coordinator, Planning Director, other Division/Bureau/Section/District personnel, etc.).
2. The District Engineer or Deputy Secretary sends correspondence transmitting the request to the MPO staff or RPO Planner, with copies to appropriate individuals.
3. MPO staff or RPO Planner sends correspondence acknowledging receipt of the request and outlining the necessary actions.
4. For changes in the RPO
  - i) RPO Planner notifies the local governments regarding requested changes
5. For changes in the MPO
  - i) MPO staff initiates the change process
  - ii) MPO staff sends letter (with any attachments) to District Engineer or Deputy Secretary once the change is finalized by the Policy Board/Committee
  - iii) District Engineer sends letter to STIP Coordinator transmitting MPO documentation of the change, with a copy of transmittal letter to the MPO
6. STIP Coordinator sends letter transmitting federal action letter to District Engineer or Deputy Secretary and MPO staff or RPO Planner

**B) For changes initiated by NMDOT Districts**

1. The District Engineer sends correspondence to the MPO staff requesting the change or to the RPO Planner notifying them of the intent to make a change, with copies to appropriate individuals (i.e., STIP Coordinator, Planning Director, other Division/Bureau/Section/District personnel, etc.)
2. MPO staff or RPO Planner sends correspondence acknowledging receipt of the request and outlining the necessary actions.
3. For changes in the RPO
  - i) RPO Planner notifies the local government regarding requested changes
4. For changes in the MPO
  - i) MPO staff initiates the change process
5. MPO staff sends letter (with any attachments) to District Engineer once the change is finalized by the Policy Board/Committee
  - i) District Engineer sends letter to STIP Coordinator transmitting MPO documentation of the change, with a copy of transmittal letter to the MPO staff
5. STIP Coordinator notifies District Engineer and MPO staff or RPO Planner when State action is taken
6. STIP Coordinator sends letter transmitting federal action letter to District Engineer and MPO staff or RPO Planner

**C) For changes initiated by MPOs**

1. MPO staff sends correspondence to the District Engineer as notification of intent to request change to the STIP, with copies to appropriate individuals (i.e., member agencies, STIP Coordinator)
2. MPO staff sends correspondence (with any attachments) to District Engineer once the change is finalized by the Policy Board/Committee
3. District Engineer sends letter to STIP Coordinator transmitting MPO documentation of the change, with a copy of transmittal letter to the MPO staff

4. STIP Coordinator sends letter transmitting federal action letter to District Engineer and MPO staff

**D) For changes initiated by RPOs**

1. RPO Planner sends correspondence to the District Engineer requesting a change to the STIP, with copies to appropriate individuals (i.e., member agencies)
2. District Engineer sends letter to STIP Coordinator requesting a change, with a copy to the RPO Planner
3. STIP Coordinator sends copy of federal action letter to District Engineer and RPO staff

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Red Apple Transit Study
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	August 17, 2010

**BACKGROUND or PREVIOUS WORK**

- The MPO and Red Apple Transit are working with LSC Consulting to determine future transit needs and make recommendations for expansion options.
- LSC Consulting developed a Technical Memorandum that determined current transit need and identified future transit demand out to the year 2035.
- The second public meeting on the transit study was held on July 29<sup>th</sup>.
- Other stakeholder meetings were held to review the Technical Memo.

**CURRENT WORK**

- The Technical Memo provided transit need based on targeted population groups.
- Data on population densities, major employers, and travel patterns was collected to better identify areas needing transit service.
- Demand estimation was developed for 2020 and 2035 and initial observations for service expansion were made.
- Presentation material outlined overall system concepts and possible options to revising the existing transit system.

**ANTICIPATED WORK**

- LSC will develop Technical Memorandum #2, which will identify scenarios that reallocate existing resources for system improvements and expansion options based on additional resources.
- Hold the third series of stakeholder and public meetings.

**RECOMMENDATION**

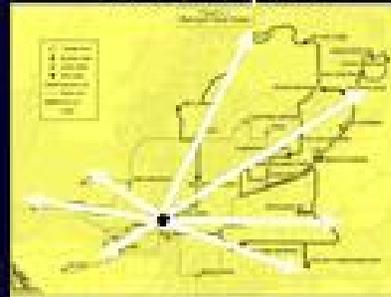
- It is recommended that the Technical Committee receive a report on the Red Apple Transit Study.

# System Service Concepts

Grid



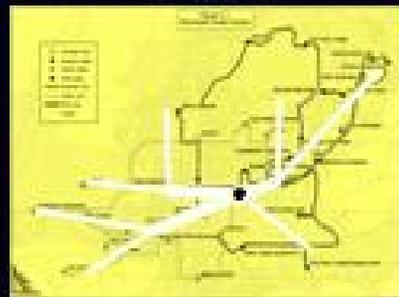
Hub & Spoke



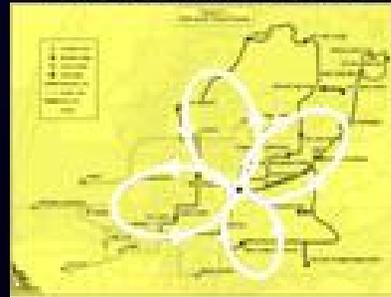
Multi-Hub



Radial



Hub & Loop/“Pulse”

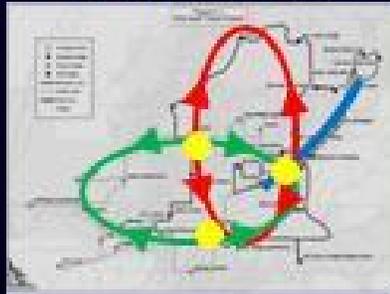


Timed Transfer

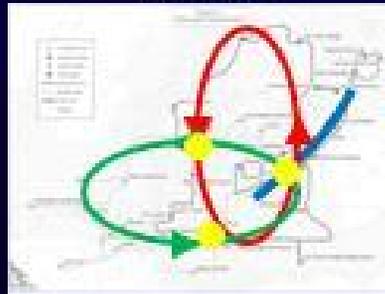


# Farmington Example Concepts

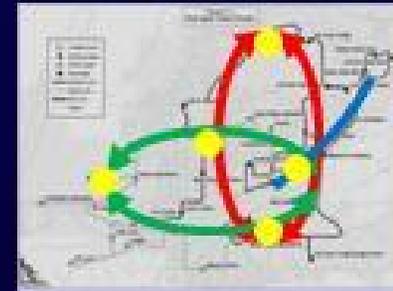
Loops Travel in Both Directions



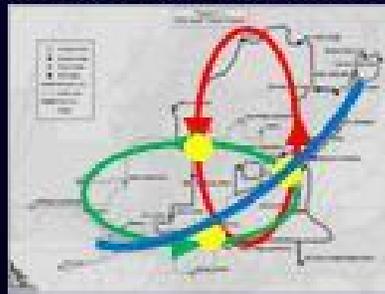
Existing



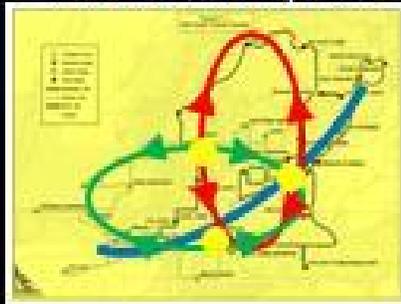
Existing Without Loops



Existing, Extend Express



Loops Both Directions and Extend Express

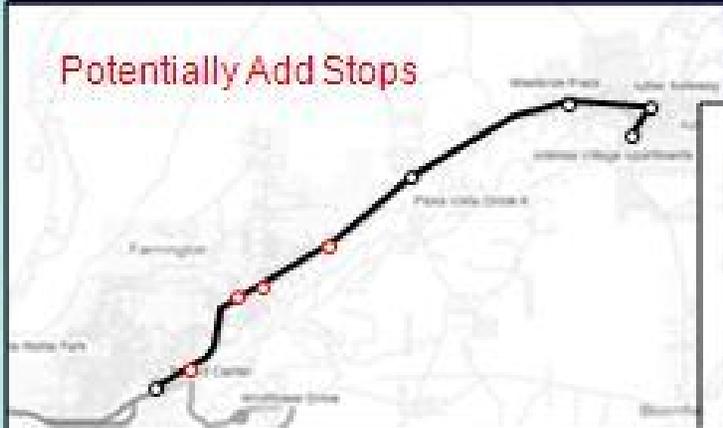


Existing Without Loops and Extend Express



# Aztec – Farmington Concepts

(apply also to Bloomfield-Farmington and Kirtland-Farmington)



**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Roadway Inventory
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	August 16, 2010

**BACKGROUND**

- In July 2007, the MPO issued out its first Roadway Inventory of federally classified roads.
- The Road Inventory identified several road characteristics, such as number of lanes, speed limits, and presence of sidewalks and/or bike facilities.

**CURRENT WORK**

- Staff has performed site visits to various intersections and to federally classified roadways.
- Additional roadways have been recorded in anticipation of them being classified in the near future.
- The Roadway Inventory list has been updated to reflect current conditions.

**ANTICIPATED WORK**

- The Roadway Inventory will be posted to the Farmington MPO website and issued to member entities.

**ATTACHMENTS**

- The Roadway Inventory has been provided to the members under separate cover.

**RECOMMENDATION**

- It is recommended that the Technical Committee receive a report on the MPO Roadway Inventory.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Information Items
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	August 16, 2010

**INFORMATION ITEMS**

- a. **FY2010 Performance & Expenditure Report.** The yearend report that summarizes major planning accomplishments and the MPO budget for FY2010 has been completed. It has been submitted to FHWA, FTA, NMDOT, and the local entities.
- b. **Safe Routes to School Update.** In Farmington and Bloomfield, parent surveys are being provided in student welcome packets. Student arrival counts are scheduled to be taken in mid-September at the Farmington schools.
- c. **Other.**