

**MINUTES**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**TECHNICAL COMMITTEE MEETING**  
**SEPTEMBER 27, 2012**

Technical Members Present:

Mike Huber, City of Aztec  
Brad Ellsworth, City of Bloomfield  
Cynthia Lopez, City of Farmington  
Nica J. Westerling, City of Farmington  
Dave Keck, San Juan County

Staff Present:

Joe Delmagori, MPO Planner  
Duane Wakan, MPO Associate Planner  
June Markle, MPO Administrative Aide

Technical Members Absent:

None

Staff Absent:

Mary Holton, MPO Officer

Also Present:

Larry Hathaway, San Juan County

**1. CALL TO ORDER**

Mr. Huber called the meeting to order at 10:05 a.m.

**2. APPROVE THE MINUTES FROM THE AUGUST 23, 2012 TECHNICAL COMMITTEE MEETING**

Mr. Keck made a motion to approve the minutes from the August 23, 2012 Technical Committee meeting. Mr. Ellsworth seconded the motion. The motion to approve the minutes passed unanimously.

**3. COMPLETE STREETS**

<b>Subject:</b>	Complete Streets Presentation
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	September 18, 2012

**BACKGROUND**

- Complete Streets is a means of designing a roadway so that it accommodates all modes of travel, such as walking, biking, and transit.
- Complete Streets promote safety for all users.

- Julie Luna with the Mid-Region Council of Governments gave a presentation to the Technical Committee on July 26 that summarized their work relating to Complete Streets.
- Staff gave an overview presentation on Complete Streets to the Policy Committee on September 20.
- Staff developed a work plan that outlines activities relating to Complete Streets.

#### **CURRENT WORK**

- Examples of Complete Streets are being compiled for discussion.
- Staff will provide an update on the Complete Streets advisory group, whose role will be to assist with the Complete Streets process.
- Complete Streets resolutions from other cities and MPOs have been collected as a means to illustrate the purpose and need for Complete Streets.
- Staff will hold a discussion with the Technical Committee on drafting a Complete Streets resolution for the MPO.

#### **RECOMMENDATION**

- It is recommended that the Technical Committee receive a report on Complete Streets, view examples of Complete Streets, discuss the advisory group, and review Complete Streets resolutions.

**DISCUSSION:** Mr. Delmagori gave a presentation on Complete Streets. He stated that the MPO long-range plan had identified a plan to implement or design a policy and guidelines for Complete Streets that could be used on new projects and, wherever possible, the reconstruction of existing roadways. The concept of Complete Streets is to make the street available and safe for all users. Designs are dependent on the street classification and the surrounding land use context.

Mr. Delmagori reported that over the past several months, Staff has made introductory presentations to the MPO Committees. Ms. Westerling asked if the Policy Committee was enthusiastic about the Complete Streets concept. Mr. Delmagori said they were in favor of the ideas and approved the concept.

Mr. Delmagori showed some examples of Complete Streets settings. A downtown setting might include wide sidewalks with benches for seating, and slow traffic speeds which allow bicycles to share the roadway. In a residential setting, the travel lanes would typically be smaller and with slower speeds, bikes would share the roadway and there would be sidewalks on both sides of the road. In a more suburban setting, the road might be two-way travel with a turn lane or raised median which would work in a commercial, retail, or residential zone. Mr. Delmagori reiterated that Complete Streets offers flexibility and is all-encompassing. How a complete street would look in a particular area would depend on the land use context and road classification.

Mr. Delmagori said the next step in the Complete Streets process is to establish an Advisory Group who will help develop the resolution and policies. This group would be comprised of various stakeholders who would bring different perspectives to the overall group. Some of the potential participants might include:

- Local planners (outside Technical Committee)
- Steve Krest, COF Traffic Engineering
- Sandy Grunwaldt, San Juan Regional Medical Center

- Bob Campbell, Red Apple Transit Manager
- MRA Commissioner
- Homebuilders representative
- Local developer(s)
- Elected official (outside Policy Committee)
- Local bicycle club representative
- SJEDS representative
- Local Chamber of Commerce representative

Mr. Delmagori asked if the Technical Committee members had others they would recommend be included on the Advisory Group. He would like to develop an invitation letter in the next week and hoped to have a kick-off meeting in October. The Committee members discussed the names of potential contacts for the above list of potential participants. Mr. Delmagori added that the Group should remain at a manageable number to allow for the best possible interaction. Ms. Westerling recommended adding the San Juan Center for Independence and Ms. Lopez asked about adding Daisy Swadesh or another representative from the Red Apple Transit Advisory Group. Mr. Delmagori thanked the members for their feedback.

Mr. Delmagori presented several samples of resolutions that could be used to guide the MPO in developing its own Complete Streets resolution. He noted that the MPOs in Las Cruces, Santa Fe, and Albuquerque have all passed Complete Streets resolutions. Their resolutions all speak to being multi-modal, safety factors, having a design for all users, using Complete Streets for new construction and, where possible, for retrofits and reconstruction, and also when and where exceptions will be considered. Mr. Delmagori said the resolution would be a statement of MPO support and would open the doors to developing the policy and subsequent design guidelines.

Mr. Delmagori said Staff hoped to draft a resolution and present it at the October Technical Committee meeting. Ms. Lopez said she was concerned with the timeframes in the work plan and believed more time should be allowed in organizing the Advisory Group and getting discussions started. Ms. Lopez added that the Advisory Group should help define the guidelines and, from those guidelines, the resolution can be developed and written. Mr. Huber suggested adding several extra months to the Work Plan to allow for potential delays in organizing the Advisory Group. Mr. Delmagori said Staff would reassess the timelines in the work plan.

**ACTION:** The presentation was received.

**4. RECEIVE A REPORT ON THE STATUS OF FEDERALLY FUNDED PROJECTS IN THE FY2012-2017 TIP**

<b>Subject:</b>	Status of TIP Projects
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	September 19, 2012

#### BACKGROUND

- The STIP Protocols, finalized in January 2012, indicate that a status report on projects in the current TIP will be provided twice a year.
- The status report is given during the TIP update cycle and again in August or September.
- Reviewing the status of projects is an opportunity to review project details, programmed amounts, and any potential situations that may affect funding.

#### CURRENT WORK

- Staff has prepared the list of current TIP/STIP projects that are receiving federal funding for FY2012 through FY2015.
- Staff has also prepared a list of the amendments and adjustments that occurred during FY2012.

#### RECOMMENDATION

- It is recommended that the Technical Committee receive a report on the status of federally funded projects in the FY2012-2017 TIP.

**DISCUSSION:** Mr. Delmagori reported that this TIP Project Status update was developed based on the STIP protocols finalized in January 2012. The protocols stated that the status of TIP projects should be discussed with the MPO Committees at least twice per year. The first time the projects are discussed is typically during February-March when the TIP update is being developed. Mr. Delmagori said Staff believed that reviewing project status after six months during the September-October timeframe was appropriate.

Mr. Delmagori reviewed and gave updates on the federally funded TIP projects shown beginning on Page 14 of the meeting agenda:

#### FY2012

##### Extension of Pinon Hills Boulevard

Farmington has received funding from the Transportation Community System Preservation Program (TCSP) to complete some right-of-way acquisition and other design aspects for the corridor from the current end of Pinon Hills to CR 3000.

##### Intersection of Light Plant Road and NM 516

This project has received Highway Safety Improvement Program funding to improve the intersection. District 5 has reported that this project is expected to begin by April 2013.

##### US 64

This is a FY2012 project on US 64 between Troy King and La Plata Highway for pavement preservation. The project should begin this fall or early in FY2013. Ms. Westerling asked if the paving would actually be done this year. Mr. Delmagori said the NMDOT report from Mr. David Quintana said the project had been let in August and they expected the contract to be executed in October. With that timing, paving would probably not be completed until the spring of 2013.

### US 64 - Phase III

Phase II of this project from US 550 heading west for two miles from Bloomfield is being finished up. Phase III will continue construction from MP 60 to 62.

Mr. Keck asked about the west termini of this project. Mr. Delmagori said NMDOT referred to it only as milepost 60-62.

### Red Apple Transit Operations

Annual operating costs for the Red Apple Transit system is received through Federal Transit Authority (FTA) 5307 funds.

### Verada De Rio San Juan Trail (Phase II)

This project is to continue the river walk to South First Street in Bloomfield and is being funded by the Recreational Trails Program.

### CR 7950

San Juan County has received Federal High Priority Project (HPP) funding for design and construction of approximately eight miles of CR 7950. This project is also part of an upcoming TIP Amendment as additional funding is being provided to the project.

### FY2013

#### Farmington Avenue & Pinon Hills Boulevard

This project is funded with STP/Enhancement funds. The project is to construct sidewalks in two locations: on Farmington Avenue from 20<sup>th</sup> to 30<sup>th</sup> Streets and along Pinon Hills Boulevard from Butler to East Main Street.

#### North Animas River Bridge

This project would build a pedestrian bridge over the Animas River and would be located at the end of Aztec's Main Street extension heading north to Ruins Road. It is funded in both FY2013 and FY2014. Utilizing STP/Enhancements funding, the bridge will also connect trails along the river walk area.

#### East Arterial Route - Phase IB

Aztec has finished the northern part of the East Arterial project which spurs off of NM 173 and connects to the new sports complex on NM 173. Phase IB will now focus on the southern section at its intersection with US 550. Aztec has a Federal Earmark and TCSP funding for this project.

#### Safe Routes to School (SRTS) Phase II Infrastructure

The SRTS Phase II Infrastructure funding was moved from FY2012 to FY2013. There are three projects all of which will happen in FY2013:

- Construction/repair of sidewalks on the north side of Apache Street from Apache Elementary to Auburn Avenue;
- Construction of a raised crosswalk at the intersection of Boyd and Monterey for McKinley Elementary to slow down traffic;
- Completing sidewalks along Victoria Way from College Blvd heading east into the neighborhood for Mesa Verde Elementary.

### NM 173

The project on NM 173 is being funded through the High Risk Rural Road Safety Program to make site distance improvements and shoulder work from milepost 2 to milepost 3.5.

### CR 7500

This project is for chip seal and other road repairs to approximately six miles along CR 7500. It is being funded with Federal Earmark money. This project will also require a TIP Amendment as San Juan County will be supplementing this project with local funds.

### CR 7150 (Bridge #8105)

This project is to make repairs to an old military bridge on CR 7150. Funding for this project will come from Federal Bridge Replacement and Rehabilitation, Bureau of Indian Affairs (BIA), San Juan County, and Navajo DOT.

### Red Apple Transit Operations

FTA 5307 annual operating costs for the Red Apple Transit system for FY2013.

### FY2014

#### 20<sup>th</sup> Street

Fill in the gaps in sidewalks along 20<sup>th</sup> Street from Santiago to Main using STP/Enhancement funding.

#### US 64 - Phase IV

Phase IV of this project continues construction heading west from Bloomfield from MP 58 to 60 on US 64. Mr. Delmagori noted that funding for this phase is currently significantly less than for previous phases. He anticipates that District 5 will be seeking additional STP or National Highway funding for this two-mile section or be required to cut the construction back to a one-mile section.

### FY2015 (the final year of the current STIP federal funding cycle)

#### Bergin Lane

This project is funded with STP/Enhancements money for 2015 and is to construct sidewalks from US 64 to Blanco Boulevard. These improvements will serve the junior high school as well as the school administration buildings.

#### Extension of East Pinon Hills

This is the smaller East Pinon Hills roadway extension section being funded under the Surface Transportation Program (STP). This project is to rebuild the intersection of East Main (NM 516) and Pinon Hills making it a four-way intersection. Additionally it would construct the roadway from East Main to Hubbard. This would then serve as another outlet for the neighborhood to the west and will ultimately be upgraded to an arterial once the bridge is constructed.

**ACTION:** The status update was received.

## **5. RECEIVE A REPORT ON THE MPO REVIEW HELD ON SEPTEMBER 5-6 2012**

<b>Subject:</b>	MPO Review by FHWA
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	September 19, 2012

### **BACKGROUND**

- On September 5-6, the FHWA New Mexico Division conducted a review of the Farmington MPO.
- The purpose of the review was to better understand how the transportation planning process is being carried out by the MPO and its staff.
- The review team looked at the major MPO documents, MPO transit activities, and the public participation process for compliance with federal requirements.
- The MPO budget and other financials were also reviewed.

### **CURRENT WORK**

- The review consisted of hour long sessions that reviewed the multiple planning activities conducted by the MPO.
- During the review, staff answered questions about the various planning documents, transit activities, and public participation practices.
- For each session, the review team identified the appropriate planning efforts being done as well as areas for improvement.
- Several Technical and Policy Committee members attended the review and met the team members.

### **RECOMMENDATION**

- It is recommended that the Technical Committee receive a report on the FHWA review of the Farmington MPO.

**DISCUSSION:** Mr. Wakan reported that the Federal Highway Administration New Mexico Division conducted a review of the MPO on September 5 and 6.

Mr. Wakan said the purpose of the review was to better understand how the transportation planning process is handled by the MPO and its staff. The review team looked at the major MPO documents, MPO transit activities, and the public participation process for compliance with federal requirements, as well as budget and other financial tracking documents. The review consisted of hour-long sessions where these documents were analyzed and Staff answered questions about the various practices and supporting documents. Mr. Wakan added that several Technical and Policy Committee members attended parts of the review and were able to meet members of the review team.

Mr. Wakan noted that Page 25 of the agenda gives a brief overview of the review team's recommendations. They were very complimentary of the high level of engagement by the Policy and Technical Committee members in the planning process. The team also commended the amount and level of innovative work being produced by Staff in-house.

Mr. Wakan noted that the review team determined that the MPO needed to develop a Title VI Plan which would spell out guidelines for ensuring the MPO is adequately including and receiving participation from underserved communities. Ms. Westerling asked if there were any recommendations given to the MPO on this item. Mr. Wakan said that assistance in creating the document guidelines and the necessary mapping can be obtained from NMDOT. Ms. Westerling also stated that Jay Peterman with the City of Farmington would have much of this information already accumulated.

Mr. Wakan said the review team also requested that the MPO make some minor revisions to the TIP to standardize it with the STIP.

The review team asked Staff to integrate the tracking of work hours into the City of Farmington's ExecuTime payroll system. Mr. Delmagori commented that initial discussions with payroll are underway to get this implemented.

Mr. Delmagori added that Mr. Rodolfo Monge-Oviedo plans to report to the Policy Committee on the review team findings once the FHWA report has been finalized. The Technical Committee members will be informed so that they can attend. This report is not expected until early in 2013. Mr. Huber thanked Staff for their efforts.

**ACTION:** The report was received.

## **6. RECEIVE A REPORT FROM NMDOT**

Mr. Delmagori said that neither representative from NMDOT was able to attend the meeting, but Mr. David Quintana had sent a project update:

- US 64 - Phase II: The contractor is to be substantially completed with the project by the end of the year. They are currently slightly behind schedule;
- US 64 Phase III: This Phase will continue west from Bloomfield heading back toward Farmington and will be let in December. Construction will commence in spring of 2013;
- US 64 Phase IV: NMDOT is under contract negotiations for final design of project. This will bring the project close to the area of McGee Park. This is a 2015-2016 project;
- Repaving project on US 64 from mile marker 47- 48.7 (La Plata Highway to Harper Hill area): was let in August. A contract should be executed by the end of October ;
- NM 371: Thorough study along NM 371 from I-40 up to Farmington focusing on the intersection with N36. This study will begin in early 2013. District 5 will program projects based on outcome of study.

Mr. Delmagori said that in reference to the NM 371 and N36 intersection, he was just informed of a corridor study being planned for N36 from US 491 to NM 371. There is a kick-off meeting on October 2 that Staff will plan to attend. This corridor study has been requested by the Navajo Nation that is separate from the planned District 5 work.

Mr. Delmagori reported that Mr. Steve Eagan with NMDOT's Safety Bureau has suspended the call for safety projects for this year. Many of the applications received did not meet the required criteria. Mr. Delmagori said that at the MPO Quarterly, there was discussion of a transparency report and that many of the projects on this report have remained on it for a long time and these are the ones elected to have applications move forward on. Mr. Delmagori said there was no other information available on this item at this time.

**ACTION:** The report was received.

## **7. RECEIVE A REPORT ON MONTHLY RIDERSHIP FOR RED APPLE TRANSIT**

<b>Subject:</b>	Red Apple Transit
<b>Prepared by:</b>	Duane Wakan, MPO Associate Planner
<b>Date:</b>	September 20, 2012

### **RED APPLE REPORT**

- The new routes with additional stops and new timetables all went into effect on February 6, 2012.
- Ridership in 2011 through the first eight months was 97,390; in 2012 ridership was 81,780 during the same period, which is a 16% decrease.
- August numbers saw significant improvement in ridership (SJ College).
- All the regional routes experienced increases in ridership for the month of August.
- The Farmington routes increased ridership by 1,751 for the month of August.
- Kirtland route continues to experience the fastest growth rate.

### **ATTACHMENTS**

- Monthly ridership statistics for Red Apple Transit from January to August.

### **RECOMMENDATION**

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

**DISCUSSION:** Mr. Wakan provided an August update to Red Apple ridership. During the first eight months of 2011, ridership was 97,390; compared to the same time period in 2012, ridership was 81,780. This is a 16% decrease. Mr. Wakan stated that August ridership numbers saw a significant improvement in ridership most likely attributable to San Juan College students. Mr. Wakan also noted that the Kirtland route continues to grow.

**ACTION:** The report was received

## 8. INFORMATION ITEMS

<b>Subject:</b>	Information Items
<b>Prepared by:</b>	Duane Wakan, MPO Associate Planner
<b>Date:</b>	September 12, 2012

### INFORMATION ITEMS

- a. **TAZ Boundary Alignments.** Staff is working on boundary alignment changes to current Traffic Analysis Zones (TAZs) to be implemented in the traffic model.
- b. **2012 Traffic Count Locations.** Staff is finalizing a schedule with TRA consultants to conduct traffic counts at 88 locations throughout the MPO boundary in early October.
- c. **NMAPA Conference.** Duane Wakan will be attending the statewide NMAPA Chapter planning conference in Rio Rancho on October 8-10.
- d. **Student Arrival Counts.** Staff conducted student arrival counts at Ladera & Apache Elementary Schools on September 18, 19, & 20 with Mesa Verde & McKinley Elementary School counts to follow on October 1, 2, & 4.
- e. **Other.**

**DISCUSSION:** Mr. Wakan explained that, using the 2010 Census data, Staff is creating a new baseline and making preliminary boundary alignment changes to current Traffic Analysis Zones (TAZs). Mr. Wakan has already discussed these designs with the cities of Aztec and Bloomfield and reviewed the changes they would like to see implemented. Mr. Wakan will be meeting with planners from the City of Farmington and San Juan County in the next week.

Mr. Wakan reported that Staff is finalizing the traffic count schedule for the 2012 traffic counts. Mr. Wakan said Staff had created an on-line map with all the planned 88 traffic count locations.

Mr. Wakan will be attending the statewide NMAPA planning conference in Rio Rancho on October 8-10.

Student arrival counts were taken at Ladera and Apache Elementary schools on September 18, 19 and 20; counts will be taken at Mesa Verde and McKinley Elementary school on October 1, 2, and 4. Mr. Wakan also commented that Staff will be handing out prizes to students who walk and/or bike to school on the International Walk to School Day on October 3.

Mr. Delmagori commented on the refresher training attended by Staff and presented by the Albuquerque MPO on navigating the American Fact Finder website. Following this training, NMDOT presenters gave a series of talks on project development in terms

of certification and bidding obligations and procedures. Mr. Delmagori said this was good background information, but a more appropriate audience for the training would have been the local engineers since they most often work with project development.

Mr. Delmagori reported on the MPO Quarterly held in Santa Fe on September 26. The group discussed Title VI and NMDOT spoke about the elements and content needed in a Title VI plan. NMDOT will develop and then provide the boilerplate information so that each MPO can adapt it to their needs and location. Mr. Monge-Oviedo gave an update and review of the MAP 21 bill and referenced the new website developed by FHWA. Mr. Delmagori said there is now some guidance available related to the various funding sources and performance measures.

Mr. Delmagori said the group also discussed the distribution of PL funds from NMDOT to the individual MPOs now that the 2010 Census is established and the new urbanized areas are defined. The MPOs and NMDOT planned to meet at the end of October to thoroughly analyze different scenarios and reach consensus on how to proceed. It is hoped that FMPO funding will be kept at current levels.

#### **11. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF & THE FLOOR**

Mr. Huber informed everyone that he will not be available for the October 25 Technical Committee meeting. Mr. Huber also mentioned a MAP-21 webinar on October 4 presented by APWA.

There was no additional business from the Chairman or Members.

#### **12. BUSINESS FROM THE FLOOR**

There was no additional business from the floor.

#### **13. ADJOURNMENT**

Mr. Keck made a motion to adjourn the meeting. Ms. Lopez seconded the motion. Mr. Huber adjourned the meeting at 11:00 a.m.

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Mike Huber, Chair

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June Markle, MPO Administrative Aide