

POLICY COMMITTEE AGENDA

Farmington Metropolitan Planning Organization

June 19, 2014 1:30 p.m.

Commission Chambers
City of Aztec
201 West Chaco Street
Aztec, New Mexico

AGENDA FARMINGTON METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE MEETING June 19, 2014 1:30 PM

This meeting will be held in Commission Chambers at Aztec City Hall, 201 West Chaco Street, Aztec, New Mexico.

<u>ITEM</u>	PAGE
Call meeting to order	
2. Approve the minutes from the April 17, 2014 Policy Committee meeting.	14
3. Receive a report from NMDOT on the State Long Range Multimodal Transportation Plan (SLRP).	1
4. Adopt a resolution approving the annual MPO Self-Certification document (PC Resolution 2014-1).	2
5. Receive a report from NMDOT	
a. District 5 (David Quintana)	
b. Planning Division (Brian Degani)	
6. Consider approval of the remaining functional classification changes for urban	8
collectors for the Farmington MPO.	
7. Consider approval of the Traffic Model Update.	11
8. Consider approval of the FFY2015-2016 Unified Planning Work Program.	12
9. Information Items:	13
a. NMDOT/Technical Committee Workshop held on May 6	
b. Complete Streets Workshops held on May 12 & 13	
c. National APA Conference in Atlanta on April 26-30	
d. HSIP Application Review Committee on May 2	
e. Other	
10. Business from Chairman, Members, and Staff	
11. Business from the Floor	
12. 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 Administrative Aide at the Downtown Center, 100 W Broadway, Farmington, New Mexico or at 505-599-1466 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 Administrative Aide if a summary or other type of accessible format is needed.

Subject: NMDOT – 2040 Statewide Long Range

Multimodal Transportation Plan (SLRP)

Prepared by: Claude Morelli, NMDOT

Date: June 10, 2014

BACKGROUND

- NMDOT is preparing the 2040 Statewide Long Range Multimodal Transportation Plan (SLRP).
- The plan will provide a vision for how New Mexico's transportation system can support the well-being of our residents and visitors now and in the future.
- NMDOT has completed Phase 1 of this Plan.

PRESENTATION

- Staff from NMDOT will give a public introduction to the 2040 Statewide Long Range Multimodal Transportation Plan (SLRP) to include:
 - A summary of what has been discussed and learned from the various working group meetings held to date;
 - o Comparative results of the survey administered.
- Staff from NMDOT will also present the preliminary results of Phase 1 work to date.

INFORMATION ITEM

 This is an information item only on the Statewide Long Range Multimodal Transportation Plan (SLRP).

Subject: MPO Self-Certification Document **Prepared by:** Fran Fillerup, Acting MPO Planner

Date: June 5, 2013

CURRENT WORK

- As stated in 23 CFR 450.334, the MPO is required to complete the selfcertification process annually.
- Self-certification indicates that the MPO is addressing the transportation planning process and the major issues within the metropolitan area.
- The self-certification document will become part of the MPO FFY2015-2016 Unified Planning Work Program (UPWP).

ATTACHMENTS

- PC Resolution 2014-1.
- The MPO Self-Certification document, including supplemental information that summarizes how the MPO is effectively carrying out the planning process and its requirements.

ACTION ITEM

 It is recommended that the Policy Committee adopt Resolution 2014-1, approving the Self-Certification document, finding that the Farmington Metropolitan Planning Organization meets the requirements for Self-Certification.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION PC RESOLUTION NO. 2014-1

A Resolution Finding that the Farmington Metropolitan Planning Organization Meets the Requirements for Self-Certification

WHEREAS, the Farmington MPO is the designated metropolitan planning organization for the cities of Farmington, Aztec, Bloomfield, and the urbanized area of San Juan County; and

WHEREAS, the Farmington MPO Policy Committee is the decision-making body for the MPO; and

WHEREAS, the Farmington MPO is responsible, with the New Mexico Department of Transportation, for addressing the planning process in accordance with 23 CFR 450.334; and

WHEREAS, the Farmington MPO annually addresses the major issues in the metropolitan planning area; and

WHEREAS, the Farmington MPO ensures that its activities are conducted in accordance with all applicable requirements; and

WHEREAS, the Farmington MPO Transportation planning process:

- a. includes development of a 25-year long range Metropolitan Transportation Plan, a short range Transportation Improvement Program, and a two-year Unified Planning Work Program; and
- b. explicitly considers the planning factors stated in current federal legislation when developing its plans and programs; and
- c. actively involves the general public in all relevant projects, activities, and public meetings pursuant to the New Mexico Open Meetings Act and in accordance with the adopted MPO Public Participation Plan;

NOW, THEREFORE, BE IT RESOLVED BY THE POLICY COMMITTEE OF THE

FARMINGTON METROPOLITAN PLANNING ORGANIZATION that:

The Farmington MPO meets the applicable self-certification requirements of:

- I. 23 U.S.C. 134
- II. Title VI of the Civil Rights Act of 1964 and Title VI assurance executed by the State of New Mexico under 23 U.S.C. 324 and 29 U.S.C. 794;
- III. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity and Section 324 of 23 U.S.C., prohibiting discrimination based on gender;

- IV. Section 1201 of Moving Ahead for Progress in the 21st Century (MAP-21) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funded planning projects (sec. 105(f), Public Law 97-424, 96 Stat. 2100; 49 CFR part 26);
- V. Americans with Disabilities Act and US DOT regulations governing transportation for people with disabilities (49 CFR parts 27, 37, & 38; Section 504 of the Rehabilitation Act of 1973);
- VI. "Anti-lobbying" provisions as described in 49 CFR part 20.

BE IT FURTHER RESOLVED BY THE POLICY COMMITTEE OF THE FARMINGTON METROPOLITAN PLANNING ORGANIZATION that:

The Farmington Metropolitan Planning Organization hereby requests that the New Mexico Department of Transportation forward the self-certification document to both the Federal Highway Administration and the Federal Transit Administration.

PASSED, SIGNED, APPROVED AND A	ADOPTED this day of, 2014	4
Dan Darnell FMPO Policy Committee Chair	June Markle MPO Administrative Aide	

MPO ANNUAL SELF-CERTIFICATION

In accordance with 23 CFR 450.334, the New Mexico Department of Transportation, and the Farmington Metropolitan Planning Organization for the Farmington, Aztec, and Bloomfield and the urbanized area of San Juan County hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- I. 23 U.S.C. 134
- II. Title VI of the Civil Rights Act of 1964 and Title VI assurance executed by the State of New Mexico under 23 U.S.C. 324 and 29 U.S.C. 794;
- III. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity and Section 324 of 23 U.S.C., prohibiting discrimination based on gender;
- IV. Section 1201 of Moving Ahead for Progress in the 21st Century (MAP-21) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funded planning projects (sec. 105(f), Public Law 97-424, 96 Stat. 2100; 49 CFR part 26);
- V. Americans with Disabilities Act and US DOT regulations governing transportation for people with disabilities (49 CFR parts 27, 37, & 38; Section 504 of the Rehabilitation Act of 1973);
- VI. "Anti-lobbying" provisions as described in 49 CFR part 20.

Dan Darnell Farmington MPO Policy Committee Chair	Tom Church Interim Cabinet Secretary New Mexico Department of
Data	Transportation
Date	Date

Supplemental Information for Self-Certification Document

1. **Metropolitan Planning** – The MPO shall annually certify to FHWA and FTA that the planning process is addressing major issues facing its area and is being conducted in accordance with all applicable transportation planning requirements.

The Farmington MPO is the designated metropolitan planning organization for the cities of Farmington, Aztec, Bloomfield, and the county of San Juan. The FMPO carries out the planning process through the development of its 25-year Metropolitan Transportation Plan, its short-term Transportation Improvement Program, and a two year Unified Planning Work Program. The MPO explicitly considers the planning factors stated in current federal legislation and addresses the livability principles when developing its plans and programs. The MPO addresses applicable MAP-21 provisions that affect the MPO planning process. The MPO works in consultation with the entities and NMDOT when developing transportation plans and the UPWP. The MPO works cooperatively with its entities through the Technical Committee and Policy Committee. The MPO actively involves the general public through the requirements described in its adopted Public Participation Plan.

2. **Title VI of the Civil Rights Act of 1964** – *Title VI prohibits exclusion from participation in and discrimination under federally assisted programs on grounds of race, color, or nation origin.*

The Farmington MPO involves the public in all relevant projects, activities, and public meetings pursuant to the New Mexico Open Meetings Act and in accordance with the adopted MPO Title VI Plan and MPO Public Participation Plan. Notices are posted in public buildings and local newspapers and are also posted on the MPO website. Notifications are delivered electronically to those who request them. The MPO will continue these efforts and explore new ways to reach out to the public. Efforts are made to hold meetings at times and at locations that maximize public participation, especially by under-represented groups.

3. **Disadvantaged Business Enterprises (DBE)** – This program ensures equal opportunity in transportation contracting markets, addresses discrimination in transportation contracting, and promotes increased participation in Federally funded contracts by small, socially and economically disadvantaged businesses.

The City of Farmington procurement process addresses the DBE requirements. The contracting done by the MPO is very limited and highly specialized. The MPO continues to maintain a contract for the annual traffic count program.

4. **American with Disabilities Act** – *Programs and activities funded with Federal dollars are prohibited from discrimination based on disability.*

All meeting locations are accessible and meeting notices include messages that state accommodations to individuals with disabilities will be made. The MPO actively solicits input from the disabled community, primarily through its working relationship with the San Juan Center for Independence and others.

5. **Lobbying Restrictions** – No appropriated funds by recipients shall be used to pay any person for influencing a federal employee regarding Federal contracts, grants, loans, or cooperative agreements.

The MPO does not provide funding to people or outside parties to lobby federal officials, organizations, or members of Congress.

Subject: State Functional Classification Update **Prepared by:** Duane Wakan, MPO Associate Planner

Date: June 11, 2014

BACKGROUND OR PREVIOUS WORK

- The NMDOT Planning Bureau held a meeting in Albuquerque on November 5 to discuss the statewide update of the functional classification system.
- All of the MPOs and RTPOs will assist NMDOT by making recommendations for classification changes to their regional roads.
- Staff received Technical Committee recommended approval on February 19, 2014 (partial list) and Policy Committee approval on March 12, 2014 (partial list).
- In the past month, Staff worked with the local entities to obtain their proposed classification changes for the remaining list of Urban Collectors.
- The Technical Committee recommended approval of the remaining functional classification changes for urban collectors for FMPO on May 22.

CURRENT WORK

- Urban Collectors will be divided into new "major" & "minor" categories.
- All of these potential changes will serve as the basis for recommended changes by the MPO to NMDOT.

ANTICIPATED WORK

Submit the list to NMDOT.

ATTACHMENTS

 The remaining final draft list of functional classification changes to separate collectors as either major or minor for the MPO based on entity review and feedback.

ACTION ITEM

The Technical Committee recommends approval of the remaining functional classification changes for urban collectors for the Farmington MPO.

2014 Functional Class Proposed Changes: Urban Collectors

Street Name	From To Description	Current Functional Class	Proposed Functional Class	City	Comment
NM 173	From Flat Top Road to N Aztec Blvd	Urban Collector	Principal Arterial	Aztec	Reclassify Up
Mc Coy Ave	From N Aztec Blvd to CR 2999	Urban Collector	Major Collector	Aztec	Reclassify Collector
N Rio Grande Ave	From N. Aztec Blvd to E. Blanco St	Urban Collector	Major Collector	Aztec	Reclassify Collector
Lovers Lane	From N Mesa Verde Ave to Clark Pl	Urban Collector	Major Collector	Aztec	Reclassify Collector
E Blanco St	From Swire Heights Dr to N Main St	Urban Collector	Major Collector	Aztec	Reclassify Collector
Mesa Verde Ave	From N Aztec Blvd to E Zia St	Urban Collector	Major Collector	Aztec	Reclassify Collector
E Zia St	From S Mesa Verde Ave to S Ash St	Urban Collector	Minor Collector	Aztec	Reclassify Collector
S Light Plant Rd	From NM 516 to end of road	Urban Collector	Minor Collector	Aztec	Reclassify Collector
South Oliver Ave	From NM 516 to end of route	Urban Collector	Major Collector	Aztec	Reclassify Collector
Airport Drive	From N Oliver Ave to end of route	Urban Collector	Major Collector	Aztec	Reclassify Collector
W Blanco Blvd	From N Church Street to US 550	Urban Collector	Minor Collector	Bloomfield	Reclassify Collector
Church Street	From E Blanco Blvd to Road 5005	Urban Collector	Minor Collector	Bloomfield	Reclassify Collector
Calle de Rio	From US 550 to S Church St	Urban Collector	Minor Collector	Bloomfield	Reclassify Collector
Road 3500	From NM 516 to CR 350	Urban Collector	Minor Collector	San Juan County	Reclassify Collector
Road 3520	From NM 516 to CR 350	Urban Collector	Minor Collector	San Juan County	Reclassify Collector
N Marseille Blvd	From NM 516 to end of Road	Urban Collector	Minor Collector	Farmington	Reclassify Collector
E Crestwood Drive	Foothills Dr to end of road	Urban Collector	Major Collector	Farmington	Reclassify Collector
Largo St	Railroad Stree to E Main St	Urban Collector	Major Collector	Farmington	Reclassify Collector
English Rd	From PHB south to end of road	Urban Collector	Major Collector	Farmington	Reclassify Collector
E Windsor Dr	From College Blvd to N Beckland Dr	Urban Collector	Major Collector	Farmington	Reclassify Collector
Cliffside Dr	From E Main St to N Fairview Ave	Urban Collector	Major Collector	Farmington	Reclassify Collector
N Huntzinger Ave	From Cliffside to 20th St	Urban Collector	Minor Collector	Farmington	Reclassify Collector
Farmington Ave	From 30th St to E Main St	Urban Collector	Major Collector	Farmington	Reclassify Collector
Cooper Ave, 15th & 16th	From N Butler to Farmington Ave	Urban Collector	Major Collector	Farmington	Reclassify Collector
E 25th St	From N Santiago Ave to Knudsen Ave	Urban Collector	Minor Collector	Farmington	Reclassify Collector

2014 Functional Class Proposed Changes: Urban Collectors

Street Name	From To Description	Current Functional Class	Proposed Functional Class	City	Comment
Santiago Ave	From 23rd St to 25th St	Urban Collector	Minor Collector	Farmington	Reclassify Collector
E 23rd St	From Santiago to Santiago	Urban Collector	Minor Collector	Farmington	Reclassify Collector
Santiago Ave	From 23rd to 25th St	Urban Collector	Minor Collector	Farmington	Reclassify Collector
Sunrise Pkwy	From Butler Ave to N Dustin Ave	Urban Collector	Major Collector	Farmington	Reclassify Collector
E 38th St	From Butler Ave to N Coronado Ave	Urban Collector	Major Collector	Farmington	Reclassify Collector
N Vine Ave	From Fairgrounds Rd to N Butler	Urban Collector	Major Collector	Farmington	Reclassify Collector
E Navajo St	From N Butler to E Main St	Urban Collector	Major Collector	Farmington	Reclassify Collector
E Ute Street	From Santiago to N Gladeview Dr	Urban Collector	Major Collector	Farmington	Reclassify Collector
W Arrington St	From Airport Dr to Wall Ave	Urban Collector	Major Collector	Farmington	Reclassify Collector
N Behrend Ave	From W Apache St to W Pinon St	Urban Collector	Major Collector	Farmington	Reclassify Collector
Glade Rd	From 30th St to Brookside Dr	Urban Collector	Major Collector	Farmington	Reclassify Collector
Brookside Dr	From 20th St to W Boyd St	Urban Collector	Major Collector	Farmington	Reclassify Collector
W Navajo St	From N Airport Drive West to End of Road	Urban Collector	Minor Arterial	Farmington	Reclassify Up
N Auburn Ave.	From Glade & Brookside to US 64	Urban Collector	Major Collector	Farmington	Reclassify Collector
W 24th St	From N. Sunset Ave to Glade Rd	Urban Collector	Major Collector	Farmington	Reclassify Collector
N Airport Ave	From 30th to 20th St	Urban Collector	Major Collector	Farmington	Reclassify Collector
W Sunset Ave	From E Twighlight Dr to E 20th St	Urban Collector	Major Collector	Farmington	Reclassify Collector
Hydro Plant Rd	From McCormick School Rd to US 64	Urban Collector	Major Collector	Farmington	Reclassify Collector
McCormick School Rd	From E Broadway to US 64	Urban Collector	Minor Collector	Farmington	Reclassify Collector
S. Carlton Ave	From US 64 to Old Bloomfield Hwy (US 64)	Urban Collector	Major Collector	Farmington	Reclassify Collector
S Dustin Rd	From South Side River Road to US 64	Urban Collector	Major Collector	Farmington	Reclassify Collector
S Hutton Road	From Southside River Road to US 64	Urban Collector	Major Collector	Farmington	Reclassify Collector
Sandstone Ave	From Southside River Road to US 64	Urban Collector	Major Collector	Farmington	Reclassify Collector
Monroe Road	From Browning Pkwy to Madison Ln	Urban Collector	Major Collector	Farmington	Reclassify Collector
Andrea Dr	From Wildflower Mesa Dr to E Wildflower Pkwy	Urban Collector	Minor Arterial	Farmington	Reclassify Up

Subject: Traffic Model Update

Prepared by: Duane Wakan, MPO Associate Planner

Date: June 9, 2013

BACKGROUND OR PREVIOUS WORK

- Staff hired a consultant in August 2013 to complete the model calibration and validation update.
- The consultant has completed the model update process.
- Using approved population and employment data, the model update will better represent projected traffic and congestion conditions in the mid-term (2025) and long-term (2040).
- The model update will be used for analyzing future road projects and improvements as part of the development of the 2040 MTP.
- The Technical Committee recommended approval of the Regional Traffic Model update at the May 22 meeting.

CURRENT WORK

- A few of the tasks worked on by the consultant included adding procedures for easier forecasting, performing an update to the trip generation, and creating an inclusion of freight trucking into the model.
- The consultant finalized the calibration and validations of the model.
- The consultant reviewed and analyzed results from the calibration process.

ANTICIPATED WORK

 Receive ongoing tutorials from the consultant to run scenarios and graphic illustrations.

ATTACHMENTS

• The model will be explained to highlight the technical updates made.

ACTION ITEM

The Technical Committee recommends approval of the Regional Traffic Model update.

Subject: FFY2015-2016 Unified Planning Work Program

Prepared by: Fran Fillerup, Acting MPO Planner

Date: June 12, 2014

BACKGROUND

- The Unified Planning Work Program (UPWP) is the work plan of the MPO for two fiscal years.
- In FY2014, the MPOs agreed to align the work activities and budget with the federal fiscal year to provide for better coordination and timely distribution of PL funds.
- The UPWP covers planning activities and work products to be completed during two federal fiscal years, 2015 and 2016, consistent with MPOs throughout the state.
 The time covered will be October 2014 to September 2016.
- Staff developed the UPWP in April and May based on a template used by all MPOs in the State.
- Staff is working with the entities and NMDOT to identify projects for FFY2015-2016.
- Based on the NMDOT Planning Procedures Manual, a working draft was provided to NMDOT in April.
- The Technical Committee recommended approval of the FFY2015-2015 UPWP at the May 22 meeting. A public comment period was held, though no comments were received.

CURRENT WORK

- Staff has received comments on the UPWP from NMDOT which have been incorporated into the final draft. The UPWP will also be reviewed by FHWA and FTA as outlines on page 7.
- Work Program Tasks include Program Administration and Management, Transportation Improvement Program, General Development and Data Collection/ Analysis, Transportation Planning, and Special Studies and Activities.
- Most subtasks are a continuation of the work carried on by the MPO in the past, though their titles may have changed in the new template. Tasks have been added to implement performance measures as a part of MAP-21 requirements (Subtask 3.9) and development of a safety plan to assist the entities as they seek to improve safety aspects of projects and to cite the document as they apply for funding (Subtask 4.5).
- NMDOT has made the MPO aware that the estimate for FHWA Planning funds is expected to be approximately \$192,000 as opposed to the \$198,000 to conform to previous years. That figure will be set later this year.

ATTACHMENTS

The final draft of the FFY 2015-2016 UPWP will be provided separately.

ACTION ITEM

 The Technical Committee recommended approval of the FFY2015-2016 Unified Planning Work Program.

Subject: Information Items

Prepared by: Fran Fillerup, Acting MPO Planner

Date: June 9, 2014

INFORMATION ITEMS

- **a. NMDOT/Technical Committee Workshop.** The Workshop with the MPO Technical Committee & NMDOT was held on May 6.
- b. Complete Streets Workshops. The Complete Streets Workshops with the Walkable & Livable Communities Institute were held on May 12 & 13. Complete Streets Advisory Group members met on Monday and the public Complete Streets workshop was held on Tuesday.
- **c.** National APA Conference in Atlanta on April 26-30. Mr. Wakan attended the National APA Conference in Atlanta in April.
- **d. HSIP Application Review Committee.** Mr. Wakan participated in this first time HSIP Application Review Committee held at NMDOT in Santa Fe on May 2.
- e. Other.

M I N U T E S FARMINGTON METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE MEETING April 17, 2014

Policy Members Present: Dan Darnell, City of Farmington

Scott Eckstein, San Juan County Sherri Sipe, City of Aztec

Technical Members Absent: Bloomfield representative currently vacant

Nate Duckett, City of Farmington

Staff Present: Mary Holton, MPO Officer

Fran Fillerup, Acting MPO Planner June Markle, MPO Administrative Aide Duane Wakan, MPO Associate Planner

Staff Absent: None

Also Present: Brian Degani, Liaison, NMDOT Planning Division,

via telephone

1. CALL TO ORDER

Councilor Darnell called the meeting to order at 1:30 p.m.

2. <u>APPROVE THE MINUTES FROM THE MARCH 20, 2014 POLICY COMMITTEE</u> MEETING

Councilor Darnell moved to approve the minutes from the March 20, 2014 Policy Committee meeting. Commissioner Sipe seconded the motion. The motion was passed unanimously.

3. <u>REVIEW AND DISCUSS THE DRAFT FFY2015-2016 UNIFIED PLANNING WEORK</u> PROGRAM (UPWP)

Subject: FFY2015-2016 Unified Planning Work Program

Prepared by: Fran Fillerup, Acting MPO Planner

Date: April 9, 2014

BACKGROUND

- The Unified Planning Work Program (UPWP) is the fiscal year work plan for the MPO.
- In FY2014, the MPOs agreed to align the work activities and budget with the federal fiscal year to provide for better coordination and timely distribution of PL funds.
- The UPWP covers planning activities and work products to be completed during two federal fiscal years, 2015 and 2016, consistent with MPOs throughout the state. The time covered will be October 2014 to September 2016.

CURRENT WORK

- Staff is working with the entities and NMDOT to identify projects for FFY2015-2016.
- Staff has reviewed the current UPWP to identify partially completed projects that may carry into FFY2015.
- Staff will work with NMDOT to develop PL and 5303 estimates for the MPO budget.
- Based on the NMDOT Planning Procedures Manual, a working draft will be provided to NMDOT by April 30.

RECOMMENDATION

It is recommended that the Policy Committee receive a report on the FFY2015-2016 Unified Planning Work Program.

DISCUSSION: Mr. Fillerup explained that the FFY2015-2016 Unified Planning Work Program (UPWP) which detailed the planning work of the MPO was being prepared by Staff. Mr. Fillerup reported that FMPO along with the other MPOs throughout the state have gone to a two-year UPWP and all will now begin to use the same template. Using the same template will provide consistency in formatting among the MPOs and provide uniformity in the quarterly and annual reports to NMDOT.

Mr. Fillerup reviewed the tasks and work items the MPO will take on over the two-year period. The draft UPWP will be reviewed by the Technical Committee in April, hopefully receive recommended approval in May and then approval sought by the Policy Committee in June.

Task One – Program Support and Administration

This Task relates to all the program management and administration such as quarterly reporting, staff and new board member training, and website updates.

<u>Task Two – Transportation Improvement Program (TIP)</u>

Task Three - General Development and Data Collection/Analysis

This Task describes the work the MPO does for traffic counts and for data collection. Also included in this Task is the gathering of population/employment data and making all this information available to the public. Orthophotography is a part of this Task and referred to the taking of aerial photos. This item is part of the overall boilerplate to be used by the MPOs state-wide; however, staff will confirm whether the FMPO currently participates in this type of data collection.

Mr. Fillerup stated that the City of Farmington and San Juan County currently work together to obtain these aerial photographs which are then used in presentations and GIS work.

Task Four – Transportation Planning

This Task covers the MPO's Metropolitan Transportation Plan (MTP) as well as safety analyses and planning. Also included in Task Four is participation by the MPO in coordination of the state long-range plan and the intelligent transportation systems (ITS) planning.

Task Five – Special Studies, Plans, Projects and Programs

This Task would cover special studies such as the development of the Complete Streets design guidelines, Safe Routes to School (SRTS) program, and the access management plan.

Mr. Fillerup stated that the UPWP would also include a budget summary.

Mr. Fillerup said this concluded the presentation on the draft FFY2015-2016 UPWP.

ACTION: The report was received.

4. RECEIVE A REPORT ON COMPLETE STREETS

Subject: Complete Streets

Prepared by: Duane Wakan, MPO Associate Planner

Date: April 8, 2014

BACKGROUND or PREVIOUS WORK

- Complete Streets is a means of designing a roadway so that it accommodates all modes of travel, such as walking, biking, and transit.
- Staff has worked with the Advisory Group on development of land use context areas (LUCAs) and road typology overlays.
- The Advisory Group held its latest meeting on April 16.

CURRENT WORK

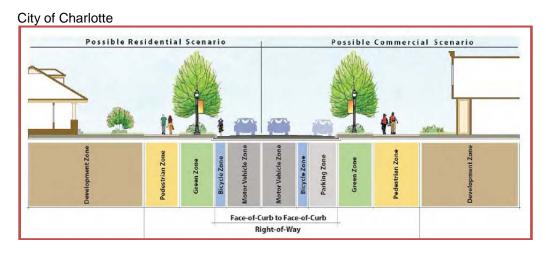
- The Advisory Group went through an exercise to create road cross-section diagrams using an on-line illustration tool (Streetmix.net).
- Staff will identify and summarize common themes to be considered in the design guideline creation process.
- The Road Typologies and LUCAs will be consolidated and confirmed to steer the design guideline process.
- Staff is working on Photo Visions to illustrate the flexibility of Complete Streets applications across the region.
- Staff will continue to apply the four themes (Adoptability, Resourcefulness, Flexibility & Simplicity) as activities continue to move forward.

RECOMMENDATION

It is recommended that the Policy Committee receive an update on Complete Streets.

DISCUSSION: Mr. Wakan reported that Staff continued to work with the Complete Streets Advisory Group on developing the Complete Streets road typologies and land use context areas.

Mr. Wakan again reviewed the drawing from the City of Charlotte (see below) and explained how this was a very interpretative and simple document. The diagram showed the different development zones, pedestrian zones, green zones, and parking areas.



Mr. Wakan said this template was the basis for the Advisory Group as they began developing their own road cross sections for a specific road typology and land use context area. Mr. Wakan noted that the current matrix of context areas and road typologies is too large and the Advisory Group will be working to consolidate and refining these lists. Development of the design guidelines would not begin until the road typologies and context areas were finalized.

Councilor Darnell asked if current guidelines and rules for ADA-compliant sidewalks would be carried over into the design guidelines or would those types of footprints would be changed. Mr. Wakan said the Advisory Group is working on developing their cross-sections now and is considering these issues.

Mr. Wakan showed a cross-section of a commercial collector in a central business district. This cross-section depicted a parklet which Mr. Wakan explained was an extension of a sidewalk that a private business would build. The parklet could include plantings, chairs and tables to provide a place for pedestrians and visitors to a downtown location to sit and relax. The private business would also be responsible for the maintenance and upkeep of the parklet for the five to six months that it was in place.

Mr. Wakan reported that at the Advisory Group's March 19 meeting, the members developed some road cross-sections using Streetmix.net software. Using a preset right-of-way, the members designed the cross-section to fit within that right-of-way. The

Advisory Group's design guidelines will not prescribe any specific dimensions, but will only highlight the different zones of the roadway. By doing this, the guidelines will be flexible to provide different options for developers and entities.

Mr. Wakan said that following the March meeting, Staff summarized the Advisory Group ideas so that at the April 16 meeting, the members could begin to consolidate the road typologies and context areas.

Mr. Wakan said that the Advisory Group's ideas and work to date will be provided to Mr. Dan Burden and the Walkable & Livable Communities Institute (WALC) to get their recommendations on how to proceed. Mr. Wakan noted that Mr. Burden has been through this process many times and they can provide their input and feedback to the Advisory Group on the best ways to move forward.

Mr. Wakan also showed some of the PhotoVision work being done by Staff.





The above photos show a before and after look at Main Street in the City of Aztec using the existing right-of-way. He noted how the roadway changed from the current four lanes of traffic with parallel parking on each side to one lane of traffic in each direction and a buffered bicycle lane. Mr. Wakan stated that the buffered bicycle lane is something that was becoming an international concept to help with the thinking that "the car is king" or that "the bicyclist owns the road". Both of these ways of thinking can create problems on the roadway and the buffered bike lane would protect both the cyclists and the motorists.

Mr. Wakan also showed several other Photo Visions:

- Aztec's Main Street which demonstrated the use of a parklet that could also allow for angled parking;
- Hutton Avenue in front of Animas Elementary which eliminated the two-way left hand turn lane to incorporate buffered sidewalks; xeriscaped landscaping; getting students active and keeping them safe.

Councilor Darnell asked how left-hand turning traffic would be dealt with. Mr. Wakan said they would just have to wait for an opening. Councilor Darnell stated that Hutton was heavily traveled by commercial vehicles and was used as north to south access. He was concerned about the possible elimination of the left-hand turn lanes because those had been added years ago to help ensure student safety. Ms. Holton noted that a traffic analysis and other considerations would be made before anything would be implemented.

Ms. Holton commented that by narrowing the pavement width, existing right-of-way could be utilized instead of having to purchase additional right-of-way and eliminate the expense of having to move power poles.

Mr. Wakan noted that Animas Elementary has the most students who live within a walkable distance to the school and they have only one school bus. The potential is there to have Animas Elementary be a strong SRTS school.

 1st Street in Bloomfield near the soccer fields and the Multi-Cultural Center which showed a wider sidewalk, potential for angled parking, and a bike lane painted green.

Mr. Wakan said the green painted bike lanes were being used elsewhere in the country. Ms. Holton noted that this was a cost-effective method for a road diet that provided space for bicyclists and pedestrians.

- Section of CR 390 in San Juan County that simply showed the addition of shoulders to provide for possible future trail right-of-way.

Mr. Wakan said that during Mr. Burden's visit in May, these were some of the Advisory Group developments that would be discussed.

Commissioner Sipe mentioned the vision for the North Main extension in Aztec which included Complete Streets concepts. Mr. Wakan showed the consultant's vision for this new road section and the potential use of green infrastructure which would gather rainfall and reuse it on the landscaping.

Ms. Holton commented that the Complete Streets Advisory Group was made up of individuals from all walks of life that were very interested in and dedicated to the development of Complete Streets design guidelines.

ACTION: The report was received.

5. RECEIVE A REPORT FROM NMDOT

Mr. David Quintana was not able to attend the meeting and provided a project update that Mr. Fillerup presented to the Policy Committee:

- US 64 project from mile marker 60 to 62 is progressing well and paving operations were expected to begin next week;
- Work at the intersection of NM 516 and Light Plant Road would commence at the end of May once school let out for the summer;
- Workshop with NMDOT and the Technical Committee is scheduled for May 6 to discuss regional concerns, project prioritization, and maintenance issues;
- Public meeting on the study of NM 170 (La Plata Highway);
- Contract negotiations were underway for the NM 173 study.

Councilor Darnell asked if any feedback had been received on the NM 371 corridor study presentation received at the March Policy Committee meeting. Ms. Holton said no new information had been received on this study.

Mr. Wakan stated that District 5 had requested a TIP Modification be completed for Phase IB east arterial project in Aztec to change the project funding from FFY 2015 to 2014. Also as part of this modification, NMDOT requested that \$350,000 be moved from FFY2015 construction funds for the US 64 Phase IV project to FFY2014 right-of-way funds.

Mr. Brian Degani provided an update for the Planning Division:

- No additional information available on the NM 371 study. Mr. Degani said he
 would coordinate with Mr. David Quintana to provide an update at the next Policy
 Committee meeting.
- As part of the state freight plan, the freight plan meeting for the Advisory Committee was held on April 16. The Committee received input from the private freight providers and others. Notes from this meeting provided by Mr. Paul Sittig are expected to be available shortly;
- The Planning Division has been meeting with the state and federal land management to discuss functional classifications and to work with their respective MPOs to coordinate any potential changes. All changes need to be completed by May 1;

Mr. Wakan commented that for NMDOT's web viewer, the MPO had to remove any project that was beyond a four-year scope. Staff still needed to work with the entities to clarify the definition for arterials and collectors. Arterials and collectors now need to be classified as either principle or minor arterial and collectors must be designated as a

major or minor collector. Staff will work with Mr. Degani and Mr. Sittig on any issues with this process.

- No response was received from the Federal Highway Administration (FHWA) on the first draft of the Planning & Procedures Manual. Their comments are due in several weeks.
- MPO comments on the draft of NMDOT's public involvement process are due to Anne McLaughlin by April 30;
- Two meetings were held on the state long-range plan: one was the MPO/RTPO cooperative roundtable session and the other was the department coordinating committee meeting held at District 3 in Albuquerque. All meeting updates are available on the NMDOT website;
- Ms. Rosa Kozub continued to review the TAP process and expects to meet with the MPOs in May to discuss potential changes and receive MPO feedback;
- Draft FFY2015-2016 UPWP due to Mr. Degani in a few weeks.

6. RECEIVE A REPORT ON THE SPRING 2014 TRAFFIC COUNT LOCATION LIST

Subject: 2014-2015 Traffic Count Program

Prepared by: Duane Wakan, MPO Associate Planner

Date: April 9, 2014

BACKGROUND

- The MPO maintains traffic counts for over 220 locations throughout the MPO area.
- Locations are counted according to a three-year cycle and periodically change due to the deletion or addition of various locations.
- Staff split the annual traffic count list into a semi-annual calendar which began in the fall of 2013.
- The 2014 Traffic counts are in the second year of a three-year cycle.

CURRENT WORK

- The MPO scheduled 47 weekday and 10 weekend volume counts (16 Speed/Class) to take place on the week of April 27, 2014.
- MPO Staff has renewed a one-year contract with a consultant to take counts for 2014 and 2015.

RECOMMENDATION

 Staff recommends that the Policy Committee receive a report on the 2014-2015 Traffic Count Program. **DISCUSSION:** Mr. Wakan reported that the 2014 Spring traffic counts were expected to begin at the end of April through the first weekend in May. He referred to Pages 6 and 7 of the Agenda which listed the proposed locations for those counts.

Mr. Wakan stated that the MPO had split the annual traffic count list into a semi-annual calendar which began with the Fall 2013 counts. There were 41 locations identified as part of the regular weekday counts, 10 weekend counts, and nine re-counts from the 2013 Fall counts.

Mr. Wakan reported that counts along US 64 were removed from the location list due to concerns with traffic being disrupted along that roadway with the ongoing construction. Ms. Holton noted that counts done in these types of situations frequently require a recount.

ACTION: The report was received.

7. 2040 METROPOLITAN TRANSPORTATION PLAN

Subject: 2040 Metropolitan Transportation Plan (MTP)

Prepared by: Fran Fillerup, Acting MPO Planner

Date: April 9, 2014

BACKGROUND OR PREVIOUS WORK

- The Metropolitan Transportation Plan (MTP) is the long range planning document that addresses transportation needs for the next twenty-five years.
- The 2035 MTP was adopted in 2010.
- Development of the 2040 MTP began in November 2013 and is expected to be adopted in April 2015.
- Overview presentations have been given to the Technical and Policy Committees, entity Councils and Commissions, and other organizations.
- The Stakeholder Workshop was held on February 5.
- The Technical Committee reviewed the goals and objectives on March 27.

CURRENT WORK

- Staff will discuss key questions about the 2040 MTP with the Policy Committee on April 17. (The 2035 MTP can be found online at fmtn.org, under government select Metropolitan Planning Organization, select Metropolitan Transportation Plan, then follow the 2035 MTP link near the bottom of the page.)
- Staff values comments and input from our committee members to steer the development of the MTP.
- Identify goals and strategies that will guide the articulation of the 2040 Mission and Vision Statements.
- Previously developed population and employment data will be reviewed.
- Staff is developing an RFQ to hire a consultant to work on the public participation efforts for the Plan.

RECOMMENDATION

- It is recommended that the Policy Committee:
 - a. Provide comments on key questions regarding the 2035 MTP;
 - b. Review and discuss the MTP goals and objectives;
 - c. Review current and future population/employment data;
 - d. Review overall MTP timeline.

DISCUSSION: Mr. Fillerup reported that the 2040 MTP update was in process. The current and future population/employment data was updated for the Policy Committee last year with an update to the traffic demand model.

Part of the update process was to provide an opportunity for the Policy Committee to provide comments on several questions that the MPO identified at the beginning of the update process. Mr. Fillerup noted that these questions were shown on Pages 9 and 10 of the Agenda. These included:

- What aspects of the 2035 MTP do you like and want to repeat for the update?
- What aspects of the 2035 MTP should be changed or improved upon?
- List new stakeholders, clubs, and other organization that need to be involved in the MTP update process.
- What areas of the MTP need additional focus?
- Identify planning elements that are not part of the current 2035 MTP that should be part of the update.
- Provide initial thoughts on performance measures and targets. What data can the MPO use? What should the performance measures be trying to improve?

Mr. Fillerup noted that the performance measures and goals and providing means of measuring those goals were now federally required for transportation planning.

Staff had already answered some of these questions and other comments were provided during the MTP Update Workshop held in February. Mr. Fillerup asked the Policy Committee to provide their feedback and comments for this process. Ms. Holton asked the Policy Committee to provide their thoughts on any additional elements that needed to be considered for the 2040 MTP update. She stated that a consultant would be hired to assist with the visioning work and to help gather community input from all the MPO areas. Ms. Holton said the process of gathering input and feedback would be ongoing and comments from the Policy Committee could be provided at any time.

Mr. Fillerup stated the MPO would be working on this throughout the year with adoption planned for April 2015.

Mr. Fillerup referred to Page 11 of the Agenda which showed the Vision and Mission Statements, plus the table of Goals and Objectives from the 2035 MTP. He stated that, in the past, goals and objectives had been identified that were consistent with the vision and mission statements. There is now an additional step to determine how these are implemented and carried out.

Page 13 of the Agenda showed an example from the Washington, D.C. MPO of setting out their objectives with specific steps and strategies to then implement each objective. Mr. Fillerup said this was a plan that FMPO would consider for their 2040 MTP update. Mr. Fillerup referred to the update timeline shown on Pages 14-18 of the Agenda. The timeline listed the steps needed to complete the update. This timeline was last updated in March and Mr. Fillerup noted that the most immediate task was to get a consultant hired for the public participation process.

ACTION: The report was received.

8. <u>INFORMATION ITEMS</u>

Subject: Information Items

Prepared by: Fran Fillerup, Acting MPO Planner

Date: April 9, 2014

INFORMATION ITEMS

a. Workshop with NMDOT and MPO Technical Committee. A new date of May 6 is being proposed for this Workshop.

- **b. National APA Conference.** Mr. Wakan will be attending the National APA Conference in Atlanta on April 26 30, 2014.
- c. Other

DISCUSSION: Mr. Fillerup reported that the workshop with NMDOT and the Technical Committee is scheduled for May 6.

Mr. Wakan will be attending the National APA Conference in Atlanta on April 26-30. Ms. Holton commented that Mr. Wakan was named the New Mexico delegate and would be attending the delegate assembly to vote on policy guides on hazard mitigation and aging in communities.

Mr. Fillerup announced the Complete Streets Workshops and Safe Routes to School events planned for May 12 & 13 (see flyer attached). The MPO was again hosting Mr. Dan Burden and the Walkable & Livable Communities Institute (WALC) for this two-day event. Ms. Holton also reported that Mr. Burden would be presenting an introduction to Complete Streets to each of the local Councils and Commissions during his visit. She added that the technical workshop would be held on Monday, May 12 for the Complete Streets Advisory Group to focus on their work to date. The public Complete Streets workshop is scheduled for Tuesday, May 13 and reservations are required for this event. On Monday afternoon, the SRTS presentation would be held at Animas Elementary.

Mr. Wakan and Ms. Holton reported that Mr. Burden had also scheduled presentations to other MPOs and communities in New Mexico following the Farmington workshops.

Mr. Fillerup noted that another walking audit would be held during the public workshop on Tuesday, May 13.

11. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Commissioner Eckstein stated that construction of the US 64 project within the City of Bloomfield was almost completed. There was no additional business from the Chairman, Members or Staff.

12. BUSINESS FROM THE FLOOR

There was no business from the floor.

13. ADJOURNMENT

Commission Sipe moved to adjourn the meeting. Commissioner Eckstein seconded motion. Councilor Darnell adjourned the meeting at 2:30 p.m.		
Dan Darnell, Chair	June Markle, MPO Administrative Aide	



SCHEDULE OF MEETINGS

Monday, May 12, 2014

10:00 am - 12:00 pm CS Advisory Group Meeting Farmington Civic Center 200 W. Arrington, Farmington

1:30 pm - 4:00 pm SRTS Events Animas Elementary School Cafeteria 1612 Hutton Ave., Farmington

Tuesday, May 13, 2014

10:00 am - 2:00 pm Public Workshop Farmington Civic Center 200 W. Arrington, Farmington (Pre-registration is required)

Presentation on CS at Council/Commission Meetings 5/12/14

6:00 pm Bloomfield City Council 5/13/14

4:00 pm SJC Commission

6:00 pm Aztec City Commission

7:00 pm Farmington City Council

Lunch will be provided for the Formal Workshop on Tuesday.



COMPLETE \$TREET\$ WORK\$HOP

WITH DAN BURDEN

The Farmington Metropolitan Planning Organization (MPO) is pleased to host Complete Streets Workshops & Safe Routes to School (SRTS) events on May 12 & 13, 2014 with Mr. Dan Burden and the Walkable & Livable Communities Institute.

Complete Streets Advisory Group Workshop

Dan Burden will review and make recommendations to the design guidelines developed by the MPO Complete Streets Advisory Group

Safe Routes to School (SRTS) School Dismissal & Arrival Events

Presentation to school officials and SRTS participants on what SRTS is and how to participate

Observe school dismissal and arrival at Animas Elementary

Participate in a school site visit.

Public Complete Streets Workshop

What Complete Streets are and how they are achieved Farmington MPO Complete Streets efforts Walk Audit of existing conditions

To register for any of these events or to receive more information, contact Duane Wakan or June Markle at the Farmington Metropolitan Planning Organization (MPO) at jmarkle@fmtn.org or (505) 599-1466.

Mr. Dan Burden, Co-Founder and Executive Director of the Walkable and Livable Communities Institute has assisted more than 3,500 cities and towns in North American and around the world in creating their best community. Mr. Burden will be in Farmington to "INSPIRE, TEACH, CONNECT, AND SUPPORT" participants to create a more walkable community.

