

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
December 13, 2007 10:00 A.M.

Members Present: Chair Steve Christensen, City of Aztec
Julie Baird, City of Bloomfield
Martin Lucero, City of Farmington
Nica J. Westerling, City of Farmington

Members Absent: Dave Keck, San Juan County

Staff present: Joe Delmagori, MPO Planner
Robert Messenger, MPO Associate Planner
Virginia Turney, Secretary

Staff Absent: Mike Sullivan, MPO Officer

Also present: Dave Martinez, NMDOT
Dr. Bob Widoe, NMDOT
Sherri Grona, NWNMCOG

1. CALL TO ORDER

Mr. Christensen called the meeting to order at 10:06 a.m.

2. APPROVAL OF THE MINUTES FROM THE NOVEMBER 15, 2007 TECHNICAL COMMITTEE MEETING

Mr. Lucero made a motion, seconded by Ms. Westerling, to approve the minutes from the November 15, 2007, Technical Committee Meeting. Motion passed unanimously.

3. HOUSE MEMORIAL 35 RESOLUTION

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject: House Memorial 35 Resolution
Prepared by: Joe Delmagori, MPO Planner
Date: December 4, 2007

Background:

In October 2007, the House Memorial Technical Committee submitted its final report on sustainable transportation funding strategies. With cutbacks in funding and rising construction costs, Representatives Patty Lundstrom and Dan Silva requested NMDOT to create a committee that would investigate and develop new funding solutions.

Representative Lundstrom recently asked for resolutions to be passed by local governments, MPOs, and RPOs in support of the strategies outlined in the report. The resolutions will be provided during the 2008 New Mexico Legislative Session. The Executive Summary is attached. The full HM35 Final Report is available on the NMDOT website.

Strategies include redirecting various taxes to transportation and creating new short and long term revenue sources. The Executive Summary highlights all of the anticipated revenues from the identified sources. If all were enacted, NMDOT would receive between \$577 and \$850 million annually. In 19 years (2008-2026), this would total between \$11 and \$16 billion.

A resolution of support for the strategies and recommendations described in the HM35 Final Report is attached and will be discussed with the Technical Committee. If recommended, the Policy Committee will be asked to adopt this resolution at their January 10 meeting.

Recommendation: It is recommended that the Technical Committee:

1. Review the HM35 Executive Summary
2. Review the resolution to support the proposed funding strategies and recommendations.
3. Recommend approval of PC Resolution 2008-1.

Discussion: Mr. Delmagori presented the staff report and resolution. Mr. Delmagori said Ms. Grona had supplied the information. Mr. Delmagori said that Representative Lundstrom has asked for support for HM 35. Mr. Delmagori asked if there were any changes to the resolution. Mr. Christensen asked if this would be forwarded to the Policy Committee. Mr. Delmagori said the Technical Committee will recommend approval to the Policy Committee, if there are no changes.

Ms. Westerling said she had no problem endorsing the request and asked if the bill passed if the entities would receive any additional funding. Mr. Delmagori said the entities would receive additional funding, but it would not be part of GRIP2. Dr. Wideo said it is to be considered supplemental funding for the short fall from the lack of Federal Funding.

Action: Mr. Christensen motioned and Ms. Westerling seconded the motion to recommend approval of PC Resolution 2008-1 to the Policy Committee. The motion passed unanimously.

4. ANNUAL MEETING RESOLUTION (TC RESOLUTION 2007-1)

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject: Annual Meeting Resolution (TC Resolution 2007-1)
Prepared by: Robert Messenger, MPO Associate Planner
Date: December 4, 2007

Background:

The attached Resolution 2007-1 establishes the procedures to be followed and notice to be given pursuant to the provisions of the New Mexico Open Meetings Act, provides for the annual determination of reasonable notice of meetings, and establishes the meeting times, dates and locations for the Farmington Metropolitan Planning Organization Technical Committee meetings during calendar year 2008.

As proposed, there would be twelve meetings of the MPO Technical Committee during 2008. Except as noted, the meetings would be held on the fourth Thursday of the month. The Technical Committee will continue to meet monthly to discuss, review, and take action on MPO products and activities.

like the BPAG to push their agenda for the next 20-30 years to make sure the projects are accomplished. Mr. Christensen said the BPAG does add some political clout to the bicycle/pedestrian plan. Mr. Christensen said it might be a good idea for each entity to have a BPAG which would feed into one main group and the MPO could meet with the entities' groups. Ms. Westerling said the problem with the BPAG group doing the ranking would be the people from Farmington would only rank those projects from Farmington and that it is hard for people to think regionally.

Mr. Lucero asked if the criteria were to be ranked or if it they would be equally weighted. Mr. Messenger said the criteria would be equally weighted.

Mr. Christensen said he would like to table this issue so he can meet with City of Aztec staff and City Manager. Ms. Westerling suggested just the criteria issue be tabled but the policy issues could probably be sent to the Policy Committee. Ms. Westerling said that most of the bicycle/pedestrian policies dovetail into the Access Management Plan (AMP) and maybe they should be discussed together at one meeting. Ms. Baird agreed that a meeting to discuss the BPAG and AMP should be held. Mr. Lucero said the AMP drives the BPAG and he agreed a joint meeting to discuss both issues should be held. Mr. Delmagori said he could set up a work session in January.

Mr. Christensen said that would give him enough time to run some of issues by ATOS and City Staff, and added he would like the MPO to meet with the entities to get information. Mr. Christensen suggested the meeting not be advertised as the Farmington MPO but as a Bicycle and Pedestrian plan meeting. Mr. Lucero suggested that the meetings be advertised to appeal to those who want to bike and hike in San Juan County. Ms. Westerling said it would be nice to have more than just the core people attend a public meeting on the issue, even though it's great they show up, but they tend to be the experienced bikers.

Dr. Wideo said the MPO needs to make sure the public knows the plan is an on-going plan and to make sure the time line of completing projects is understood. Mr. Christensen said it would be a good idea to explain where the funding would be coming from and an explanation of the process needs to be included. Dr. Wideo added that the NMDOT is planning a workshop on the funding and project processes for the public. Ms. Westerling said it is often hard to explain to the public why the process is so long. Mr. Lucero said the major and minor projects need to be identified and an explanation to the public why some projects will be completed earlier than others. Ms. Westerling said an explanation for the City Councils would be helpful also. Ms. Westerling also said the legal departments will need to review the plan. Ms. Westerling said one of the issues with the bike/pedestrian plan is the projects could take 10-15 years to process and build.

Mr. Delmagori said the MPO would set up specific meetings to be held in Aztec and Bloomfield to discuss the projects and criteria. Ms. Westerling said a survey could be done to get public involvement from the areas. Dr. Wideo said a survey would be a good way to educate the public.

Action: Mr. Lucero motioned and Ms. Westerling seconded the motion to table recommending approval of the five evaluation criteria and to postpone approval of the walking and biking policies until the MPO can meet with the cities of Aztec and Bloomfield. The motion passed unanimously.

6. NW REGIONAL PLANNING ORGANIZATION
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject: NW Regional Planning Organization
Prepared by: Joe Delmagori, MPO Planner
Date: December 4, 2007

Background:

Sherri Grona, on behalf of the Northwest Regional Planning Organization (NWRPO), will give a presentation to the committee on recent RPO activities.

Recommendation: It is recommended that the Technical Committee receive a presentation on recent RPO activities.

Discussion: Ms. Grona gave a synopsis of the work the RPO was doing on House Memorial 35, work on US Highway 491, the MAP projects, the regional thoroughfare plan and the Gallup Allison Road project.

Ms. Grona said that on US Highway 491 there has been some movement on the project because the funding was about to be lost. There had been recent disagreements on taxation issues between NMDOT and Navajo Nation. The Navajo Nation has been meeting with the NMDOT to clear up the issues so the funding will not be lost.

Ms. Grona said the MAP process was on schedule and that some entities in the district had applied for MAP funding. Dr. Wideo said he knew of three entities that had applied for MAP in the RPO district. Ms. Grona said some entities are not applying for MAP funding because they can not get enough funding to complete a project and there has been talk of making the funding cycle like it used to be where one entity could do one job every four years by securing all of the MAP funding for that year. Ms. Westerling said that having the entire funding split among everyone makes it impossible to do projects and agreed that it needed to go back to the old funding cycle.

Ms. Westerling said the MAP funding issue has made certain projects in Farmington harder to do and the city will need to come up with \$600,000 to supplement their MAP project because the City Council said it would be done. Mr. Martinez said MAP funding helps with the match but should not be the entire funding source. Ms. Westerling said the biggest problem is the funding is split five ways and it is never enough to complete a project. Dr. Wideo said the NMDOT is talking about going back to the old system. Mr. Martinez said it would be better for the Districts to go back to the old system since only District 3 has a large enough population to not be affected.

Ms. Grona said the NWNMCOG is doing research for the Transit District for the region. Dr. Wideo said there has been great growth in the transit services in the Cibola area and linking transit between Grants, Gallup and the rest of the area has been discussed. Mr. Delmagori said the UPWP has a line route analysis project that the MPO would like to work with the Red Apple Transit, and this project could tie into the Transit District.

Action: Report was received.

7. ACCESS MANAGEMENT POLICIES AND STANDARDS
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject: Access Management Policies and Standards
Prepared by: Joe Delmagori, MPO Planner
Date: December 4, 2007

Background:

The MPO continues to develop access management policies and standards for this area. During the Technical Committee Work Session on November 28, the following items were discussed:

- New objectives were added and current standards were modified to support the purpose and need for access management.
- Eight road classifications and their respective definitions, functions, and purposes were finalized.
- Discussion on standard dimensions for the agreed upon road classifications was started. Right-of-way dimensions were determined.
- The Technical Committee passed a motion, requesting staff to develop typical road sections in order to be reviewed at the next meeting.

Material is attached for Technical Committee review:

- The revised standards and objectives, based on the Work Session.
- A summary of road section data collected from existing NMDOT and entity documents, which also includes suggested dimensions that were used to develop the road sections.
- Draft diagrams of typical road sections for each classification.
- Road section diagrams from other cities are provided as reference and to assist the MPO with development of its own road sections.

Recommendation: It is recommended that the Technical Committee receive an update on access management standards and review and revise road section diagrams.

Discussion: Mr. Delmagori recapped the work session. Mr. Christensen said there would need to be another work session to include the BPAG issues. Mr. Christensen added he would to meet with City of Aztec staff to get input on access management standards. Mr. Delmagori said the MPO could come and meet with the Planning and Zoning boards of the entities. Ms. Westerling said meeting with the P&Z boards would be a good idea. Ms. Westerling said the City Councils and Commissions would need to be the final presentation and would need to adopt the plan.

Mr. Delmagori asked if there were any more questions or changes. Ms. Westerling said there needs to be more information on parking lots shown in the frontage roads diagram. Ms. Westerling said the line weight needs to be more defined on the drawings. Mr. Lucero said all scenarios need to be shown on the drawings. Mr. Delmagori said those changes could be made. Ms. Baird said the access points on the drawings need to be added also.

Mr. Lucero said asked if 100 foot, 80 foot and 60 foot road widths are recommended. Mr. Delmagori said yes those are the recommended road widths. Ms. Westerling said that rights-

of-way may be an issue on some roads. Ms. Westerling said rural local roads might need to be bigger. Mr. Delmagori said the Technical Committee could discuss road widths during the work session if more time is needed on deciding road widths. Ms. Westerling said that would be a good idea.

Mr. Christensen asked that the work session be at least a week before the regular Technical Committee meeting so the Technical Committee will have time to evaluate everything.

Action: Report was received and a work session scheduled.

8. FY2009-2014 TRANSPORTATION IMPROVEMENT PROGRAM
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject: FY2009-2014 Transportation Improvement Program
Prepared by: Joe Delmagori, MPO Planner
Date: December 4, 2007

Background:

The Transportation Improvement Program is a short-term list of projects that are expected to be completed in the immediate future. The MPO has been updating the TIP on an annual basis and the process typically runs from December through April. The TIP is updated based on the procedures outlined in the Public Participation Plan (PPP).

The following is an anticipated schedule for the TIP update:

MONTH	ACTION
December 13, 2007	Call for Projects & Project Identification Forms issued
January 16, 2008	Project ID Forms submitted to MPO
January - February 2008	Entities review project lists and develop priorities
Early March - early April 2008	30-day Public Comment period is advertised and opened
March 27, 2008	Technical Committee recommends adoption of TIP
April 10, 2008	Policy Committee adopts the FY2009-2014 TIP

A Project Identification Form and description list for TIP projects are attached. Other forms are acceptable as long as the required information is provided.

Recommendation: It is recommended that the Technical Committee receive the TIP Call for Projects and Project Identification Forms to be submitted to the MPO by January 16, 2008.

Discussion: Mr. Delmagori presented the staff report and asked if there were any questions. Ms. Westerling asked if the missing sidewalk project could be added back on the TIP process. Mr. Delmagori said it could be added.

Action: Report was received.

9. **SOCIOECONOMIC DATA**
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject: Socioeconomic Data Update
Prepared by: Robert Messenger, MPO Associate Planner
Date: December 4, 2007

Background:

The MPO has begun the process of collecting socioeconomic data to update the base (from 2003 to 2005) and forecast (2030) years in the Regional Travel Model. The MPO has collected overall county population, housing, and employment numbers to assist with population and employment projection tables. Data from the entities and local agencies will need to be distributed to the Traffic Analysis Zones (TAZ) level.

Currently, the MPO is gathering data from "mid-level" agencies such as San Juan County, the cities, and SJEDS. After the MPO gathers and allocates data from these sources, staff will need to meet with the entities for review sessions. Once base and forecast year updates are reasonably complete, the MPO will work with the consultant, PTV America, for updating the model. An updated model will provide better representation of traffic conditions based on revised socioeconomic data.

Staff has collected data for San Juan County and has used these data to estimate/assign population and housing data to the unincorporated areas of the MPO. Staff sent a memo to the MTP consultant, LSA Associates, asking them to provide detailed information about how they collected socioeconomic data for the Regional Travel Model. It is hoped that repeating some or all of the consultant's processes will streamline/expedite the socioeconomic updates.

Staff has received data on new residential and commercial permits for 2004 and 2005 from San Juan County (which includes new permits for Aztec and Bloomfield) and the City of Farmington. This work requires categorizing the permit data according to the 13 different land use types for the MPO travel model as well as assigning the permit data to the traffic analysis zones.

A table showing tasks and timeframes associated with this activity is also attached.

Recommendation: It is recommended that the Technical Committee receive a report on the update to the socioeconomic data.

Discussion: Mr. Messenger said updating the data is making good progress and the MPO has been working with the San Juan Economic Development, oil and gas companies and the larger employers in the area. The MPO has requested address files from San Juan County which will help.

Mr. Lucero said the Farmington GIS information would help with this project and he understood that information to be 95% accurate.

Mr. Christensen said the Cities of Aztec and Bloomfield had GIS information and the City of Aztec collected information from developers that could be sent over to the MPO. Mr.

Christensen said the entities could begin to collect impact fees from developers, and that information could be forwarded to the MPO. Mr. Christensen said having the travel demand model done would help decide where new roads need to be located so traffic will not funnel down to one or two main highways. Mr. Christensen said the MPO needs to continue to discuss socio-economic data and the travel demand model. Mr. Messenger said once the socio-economic data was received the travel demand model could be updated and a comparison can be made.

Action: Report was received.

10, NMDOT REPORT

Discussion: Mr. Martinez provided an additional comment on the socio-economic data prior to his report: he said the entities need to be careful to make sure asking for impact fees is legal.

Mr. Martinez said he did not have a detailed report for District 5. Mr. Martinez said the MAP funding for the area has been allocated. He said he will bring a status report on District 5 projects that outlines how funding is being distributed to the next Technical Committee meeting.

Mr. Delmagori asked the status of the US Highway 64 project. Mr. Martinez said the public utilities relocation is slowing down the project.

Dr. Wideo said MAP funding as it is now is not working and the division of funding is really hurting entities. Ms. Westerling asked if the GRIP2 funding could be used with MAP funding because of the cuts in both. Mr. Martinez said some entities are using MAP funding as a match for GRIP2.

Dr. Wideo said that Safe Routes to School applications need to be turned into the NMDOT. Ms. Westerling asked if Mr. Krest had applied for these funds. Mr. Delmagori said none of the entities has submitted applications for Safe Routes to School funding. Dr. Wideo said he could find out if there are any applications from this area and let everyone know.

Dr. Wideo said some GRIP2 projects will be moved from the FY2008 year to the FY2009 year. The NMDOT gave a January 15 deadline for the Highway 491 project or it would lose funding which made the negotiations speed up. Ms. Westerling asked if GRIP 2 funding was assured at this point. Dr. Wideo said he did not believe any of the funding was assured.

Action: Report was received.

11. INFORMATION ITEMS

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject: Information Items
Prepared by: Joe Delmagori, MPO Planner
Date: December 4, 2007

Background:

- a. **FY2007 Annual List of Obligated Projects.** Staff requested information be provided by the entities and NMDOT by December 17. The list will be published in January.

The meeting locations could continue to be held in the Executive Conference room of the Farmington City Hall or they could rotate among the member entities. The Technical Committee will continue to meet at 10:00 a.m. Meeting cancellations or changes in the time, date or location would be advertised according to the public notice procedures.

Staff is suggesting that the meetings be rotated among the member entities.

Recommendation: It is recommended that the MPO Technical Committee adopt TC Resolution 2007-1.

Discussion: Mr. Messenger presented the staff report to the committee and said the meeting time would remain at 10:00am but staff was suggesting the meeting location be moved to a rotational calendar. Ms. Westerling asked why the change in the meeting location. Mr. Messenger said the move is to see if public involvement can be increased. Mr. Christensen said if the schedule is advertised in the Aztec Talon that may get some Aztec and Bloomfield residents to attend.

Ms. Westerling asked if the Policy Committee had higher public involvement than the Technical Committee. Mr. Delmagori said the Policy Committee has about the same amount of public involvement. Ms. Baird said this schedule could be used for a year and if it did not work the committee could always switch it back to the same meeting location.

Action: Mr. Lucero motioned and Ms. Baird seconded the motion to adopt Technical Committee Resolution 2007-1.

5. BICYCLE/PEDESTRIAN PLAN

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject: Bicycle/Pedestrian Plan
Prepared by: Robert Messenger, MPO Associate Planner
Date: December 5, 2007

Background:

Evaluation Criteria and Policies

Since the BPAG, Technical, and Policy committees have all had opportunities to review and comment on the evaluation criteria, staff is asking for the Technical Committee to make any final changes and recommend approval. The criteria will be used to rank and prioritize the bike/pedestrian improvements. If the walking and biking policies are found to be acceptable, it will be recommended that they are approved as well.

Bicycle-Pedestrian Advisory Group

Participants worked on the first round of prioritizing the proposed list of walking and biking improvements at the last Bicycle Pedestrian Advisory Group (BPAG) meeting on December 3. During the voting exercise, 25 projects received four or more votes. The list is attached. The map showing priority improvements will be provided at the meeting.

Staff would like to **emphasize** that the list shown is only the first round of what is expected to be an iterative process. Staff anticipates using the following meetings to produce an equitable distribution of biking and walking projects:

- Staff review with the entities to prioritize both local and regional projects
 - Staff review with the Technical and Policy Committees
 - Staff review with persons who represent/ are persons with physical disabilities
 - Staff review with persons who represent/ are residents in unincorporated areas
- Other prioritization methods that the Technical and Policy Committees recommend

The list shows that the majority of the projects selected by the BPAG are within Farmington. As the priority process goes on, it may be necessary to determine guidelines in order to equally distribute the priorities throughout the MPO.

Anticipated work products over the next few months include analyzing bike/walk survey results, using of the approved criteria to evaluate, rank, and prioritize projects, developing a priority list of improvements, and the development of standards.

Recommendation: It is recommended that the Technical Committee:

1. Recommend approval of the five evaluation criteria to be used to rank and prioritize bicycle and pedestrian improvements.
2. Possibly recommend approval of walking and biking policies.
3. Receive the first draft of recommended projects from the BPAG.

Discussion: Mr. Messenger presented the staff report and asked if there were any questions about the suggested evaluation criteria. Mr. Messenger said the Technical Committee needs to review the criteria and forward a recommendation to the Policy Committee. Mr. Christensen said he had not reviewed the criteria yet.

Ms. Westerling asked if the Technical Committee was the only group to review the criteria or if the BPAG is going to review and rank projects. Ms. Westerling added that it is good to have the BPAG part of the process but the entities need to be involved because they will be in charge of the actual projects.

Mr. Christensen said that most of the Aztec Trails and Open Spaces (ATOS) did not feel the need to attend the Farmington MPO meetings because it was felt the projects would only be for the City of Farmington. Mr. Christensen said if ATOS knew the bicycle/pedestrian plan was a regional plan more would have shown up. Mr. Christensen said the advertisements probably need to include some mention of the other cities and that is perhaps why there was not much participation from the other cities. Ms. Westerling said one of the biggest issues is no one knows what the Farmington MPO is and that when the ads are placed maybe they could include adding all the entities names. Mr. Christensen said it might help to make the issue be the main headline. Mr. Messenger said the MPO prefaces everything with the Farmington MPO, since that is what the MPO is officially called. Dr. Widoe said the MPO can make sure the ads list all the entities, but both the Technical Committee and Policy Committee can get the word of mouth out about the MPO. Dr. Widoe added that all official documents have to have Farmington MPO listed because that is the technical name of the MPO.

Ms. Westerling asked if the BPAG was going to review the criteria or if they would be doing the ranking. Mr. Delmagori said the BPAG would make suggestions on ideas for criteria but the Technical Committee would actually decide the criteria. Ms. Westerling said she would

- b. **NWRPO Meeting.** Robert Messenger will attend the monthly RPO meeting in Gallup on December 12.
- c. **MPO Quarterly Meeting.** Joe Delmagori will attend the MPO Quarterly in Santa Fe on December 19.
- d. **Other**

Recommendation: Staff recommends that the Technical Committee receive the information.

Discussion: None

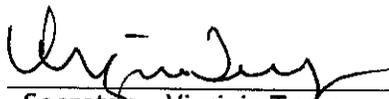
12. BUSINESS FROM:

- A. **Chairman:** None
- B. **Business from Members:** None
- C. **Business from Staff:** None

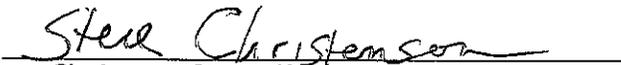
13. BUSINESS FROM FLOOR: None

14. ADJOURNMENT:

Mr. Christensen adjourned the meeting at 11:56 a.m.



Secretary, Virginia Turney



Chairman, Steve Christensen