MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
April 13, 2016

Technical Members Present:	Bil Homka, Alternate, City of Aztec Cindy Lopez, City of Farmington Nica Westerling, Alternate, City of Farmington Andrew Montoya, Red Apple Transit Dave Keck, Alternate, San Juan County
Technical Members Absent:	Bill Watson, City of Aztec Teresa Brevik, City of Bloomfield Paul Brasher, NMDOT District 5 David Sypher, City of Farmington Fran Fillerup, San Juan County
Staff Present:	Mary Holton, MPO Officer Duane Wakan, MPO Planner June Markle, MPO Administrative Aide
Staff Absent:	None
Others Present:	Robin Elkin, Planning Liaison, NMDOT Larry Hathaway, San Juan County

1. CALL TO ORDER

Mr. Keck called the meeting to order at 10:15 a.m.

2. APPROVE THE MINUTES FROM THE MARCH 9, 2016 TECHNICAL COMMITTEE MEETING

Ms. Lopez moved to approve the minutes from the March 9, 2016 Technical Committee meeting. Mr. Homka seconded the motion. The motion was passed unanimously.

3. ELECTION OF NEW OFFICERS

Subject:	Election of New Officers
Prepared by:	Duane Wakan, MPO Planner
Date:	April 5, 2016

BACKGROUND
▪ At the first meeting of the new year, the Technical Committee selects the

Chair and Vice-Chair from their membership who will serve until the next annual election.

- The Chair presides over the meetings and is responsible for the other duties outlined in the Committee Bylaws and Operating Procedures document.
- The Vice-Chair presides over the meetings in the absence of the Chair.
- Mr. Keck was named as the Chair for 2016 but has since stepped down as San Juan County's regular Committee representative.
- Need to re-elect a new Chair and Vice-Chair to serve for the remainder of 2016.

ELECTION
▪ Elections will take place to select a new Chair and Vice-Chair for the Technical Committee for the remainder of 2016.

RECOMMENDATION
▪ It is recommended that the Technical Committee accept nominations and vote to re-elect the Chair and Vice-Chair for the remainder of 2016.

DISCUSSION: Mr. Wakan reported that with Mr. Keck stepping down as San Juan County's regular Technical Committee member and Chair, the Technical Committee requested a new election be held to fill the Chair position for the remainder of 2016.

Ms. Lopez nominated Mr. Fran Fillerup as Chair and recommended retaining Mr. David Sypher as Vice Chair. There were no other nominations offered.

ACTION: The nomination for Mr. Fillerup as Chair and Mr. Sypher as Vice Chair was approved unanimously.

4. FFY2016-2021 TIP AMENDMENT #2

Subject:	FFY2016-2021 TIP Amendment #2
Prepared by:	Duane Wakan, MPO Planner
Date:	April 6, 2016

BACKGROUND
▪ On April 13, 2016 the Farmington MPO advertised Amendment #2 to the FFY2016-2021 Transportation Improvement Program (TIP). ▪ The amendment involves a few projects in the TIP ▪ The Technical Committee will consider the amendment and may make a recommendation at their meeting on April 13.

AMENDED TIP PROJECTS
▪ F100091 East Arterial Route Phase II- Amends scope to include 3" asphalt lift to complete work of Phase IA. ▪ The City of Farmington is requesting to add the 1st phase of Downtown Main Streets Complete Streets Road Diet. Project details will be provided at the TC meeting. ▪ Other projects may be added from NMDOT or other entities at the meeting.

ACTION ITEM
▪ Staff recommends the approval of Amendment #2 to the FFY2016-2021 TIP.

DISCUSSION: Mr. Wakan reported that the projects included in Amendment #2 are:

Phase II of the East Arterial Project
Some of the asphalt work completed in Phase IA was not done to grade. At the intersection with NM 173 there is a 3" grade difference that needs to be brought up to grade. This repair work will be added to Phase II.

Complete Streets - Downtown Main Street
This road diet project is to be added to the TIP. Mr. Wakan provided the Technical Committee with an e-mail from Ms. Lopez identifying the details for this project. The project is currently one phase, but may be split into phases at a later date.

Ms. Lopez explained that the City of Farmington has hired a consultant to apply for a TIGER grant for the entire section from Auburn to Miller. If funding for the entire project is not received or other issues arise, it will be split into the three phases the conceptual design has recommended.

Ms. Lopez said that Dan Burden and Blue Zones provided the conceptual plan for the project. Funds have been allocated for full design and construction drawings. An RFP will be completed this summer to hire the consultant who will provide the drawings. Ms. Lopez stated that the City of Farmington has applied to several funding sources to ensure all the bases are covered. This is one of the top five projects on the City's ICIP with strong Council and community support.

Ms. Lopez stated that the full project is estimated at $10,000,000 to $12,000,000 and is requesting that $12,000,000 be included in the TIP and assigned to FY2017 to FY2019. When the construction drawings are completed, a better estimate of the overall cost will be available.

Mr. Wakan stated that no project information was received from NMDOT for this amendment.

Mr. Keck opened the public hearing on Amendment #2 to the FFY2016-2021 Transportation Improvement Program (TIP). No comments were received from those present at the meeting.

Mr. Keck closed the public hearing.

ACTION: Ms. Westerling moved to approve Amendment #2 to the FFY2016-2021 Transportation Improvement Program (TIP). Ms. Lopez seconded the motion. The motion was passed unanimously.

5. RECEIVE A REPORT ON THE 2016 SPRING TRAFFIC COUNT PROGRAM

Subject:	2016 Spring Traffic Count Program
Prepared by:	Duane Wakan, MPO Planner
Date:	May 6, 2016

BACKGROUND
▪ The MPO maintains traffic counts for over 220 locations throughout the MPO area. ▪ Locations are counted according to a three-year cycle and change periodically. ▪ Staff split the administration of the annual traffic count calendar into spring and fall iterations which began 2013. ▪ NMDOT Traffic Count Division has asked the FMPO to count an additional 15 locations which have been spread out over the spring and fall schedule.

CURRENT WORK
▪ The MPO scheduled 47 weekday volume counts (~21 Speed & Class) to take place on the week of April 25th. ▪ The consultant team is in the second-half of their one-year contract with the MPO.

ACTION ITEM
▪ Staff recommends approval of the 2016 Spring Weekday Traffic Count list.

DISCUSSION: Mr. Wakan reported on the 2016 spring weekday traffic count list and reviewed that list on Pages 5 and 6 of the Agenda. The counts are currently scheduled to be completed the week of April 25. He asked that the Technical Committee members notify Staff of any planned construction or repair at the locations listed.

Mr. Wakan stated that NMDOT's traffic count division requested the addition of 15 locations to be done this spring. Most of the locations were already scheduled for this year and have been spread between the spring and fall counts.

ACTION: Mr. Homka moved to approve the 2016 spring weekday traffic count list. Ms. Lopez seconded the motion. The motion was approved unanimously.

6. RECEIVE A TIP PROJECT UPDATE

Subject:	Status of TIP Projects
Prepared by:	Duane Wakan, MPO Planner
Date:	April 4, 2016

BACKGROUND

- The STIP Protocols, finalized in early 2014, indicate that each MPO shall develop a process to monitor the progress and status of each project in the first two years of the TIP. These monthly reviews help correct inconsistencies in the TIP, STIP, the MPO's MTP, Agreement Request Forms (ARFs), etc.
- The next scheduled TIP Amendment cycle begins in April 2016.

TRACKING INFORMATION (2016-2021 TIP)

▪ Local Agreement Status (ARF) ▪ ROW Certification ▪ Design Completion 30 - 60 - 90% ▪ Environmental Certification ▪ Utilities Certification ▪ Railroad Certification ▪ Archeology Certification	▪ ITS/Sys ENG Certification ▪ Public Involvement Certification **- Deadlines -** 1) April 15 Signed T/LPA agreements 2) June 15 Obligation deadline - Design- T/LPA agreement - Construction- 9 Day Letter

CURRENT WORK

- Top Regional Priority Projects
  - East Arterial Route Phase II- Meeting results with NMDOT ROW and Environmental Division- New mapping- Land-Fill issue updates.
  - Pinon Hills Boulevard Bridge Phases II- Meeting results with NMDOT ROW and Environmental Divisions- Letter from MPO- Support from PC
- Red Apple Transit Bus Route Accessibility TAP project TF00010
  - NMDOT FTA Transfer approved
  - Design and engineering plans or updates
- Others?

INFORMATION ITEM

- This is an information item only. Committee members will have an opportunity to provide feedback regarding TIP project status and details.

DISCUSSION: Mr. Wakan reviewed the status of TIP projects:

East Arterial Route

Mr. Watson was in negotiations with NMDOT due to an old landfill that is administered by BLM and which is close to the project. Mr. Watson wanted to extend the right-of-way for tow and slope purposes, but segments of the newly expanded ROW designs now overlap into the old landfill overlay. The right-of-way extension has been scaled back so as not to trigger any NEPA requirements.

East Pinon Hills Boulevard - Phase I
Ms. Westerling said the City of Farmington had submitted letters to NMDOT and are awaiting their review on the environmental.

East Pinon Hills Boulevard - Phase II
Ms. Westerling reported that this is still holding waiting on right-of-way clearance. If right-of-way is cleared for Phase I it will be cleared for Phase II.

East Pinon Hills Boulevard - Phase III
Mr. Keck stated that $8,000,000 in construction funds will likely have to be moved to FY2017 due to right-of=way issues. This will be addressed by San Juan County soon.

CR 350 and CR 390
Mr. Keck reported that there is a right-of-way issue on this project. NMDOT is no longer accepting temporary construction permits (TCPs). The County had three small TCPs on this project and they may now need to acquire these three small pieces of property in order to get a right-of-way certification. The County is hoping to get this worked out and begin construction this summer. If they have to go back and map the rights-of-way and get them appraised, the project will need to pushed into 2017.

Kirtland School Walk Path
Mr. Keck said the County had just received the signed agreement for the design. The next step is to receive a cost proposal from the engineering consultant and then get the project started.

Red Apple Transit
Mr. Montoya reported that he is working on the design with Sakura Engineering.

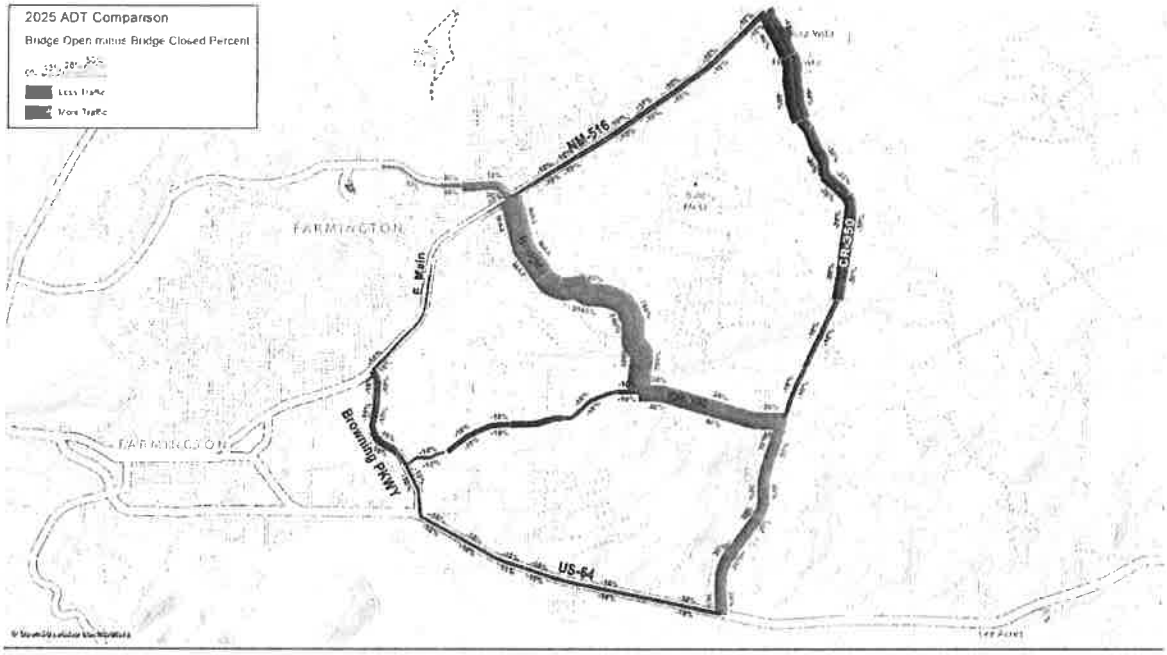
Mr. Wakan reported on a recent e-mail from NMDOT which referenced a report on Farmington being the fastest shrinking city in the country and their concerns about using scarce federal funds for projects in this area that alleviate congestion (CMAQ-Flex funds). This article also prompted numerous responses on Facebook that the City of Farmington wanted to clarify and articulate the facts. This report stated that population in the Farmington Metropolitan Statistical Area (MSA) had declined by 8.7% since 2010. Those reading the article misinterpreted what an MSA is and the Farmington MSA is basically all of San Juan County.

Mr. Wakan stated that NMDOT's take on the article that Farmington was the fastest shrinking city was inaccurate. The report referred to the MSA which includes all of San Juan County and this population decline cannot be pinned on one city. The MSA is 5,538 square miles and 118,737 in population. Farmington is only 35 square miles of that and 45,877 in population. Within the MSA there are 27 census designated places, four cities (including Kirtland), and 3,511 square miles of tribal land.

Mr. Wakan reported that according to the Bureau of Business and Economic Research (BBER) at UNM, reported that the Farmington MSA is one of the smallest MSA in the country and because of this, any population decline will appear more dramatic. BBER also commented that the Farmington MSA is one of the most diverse MSAs in the

country with its large American Indian/Alaskan Native population (AI/AN) in addition to a large Hispanic population. Our MSA is also one of the most impoverished.

Mr. Wakan illustrated how the MPO has responded to questions regarding congestion relief and the Pinon Hills Bridge project to NMDOT. He reported on modeling scenarios conducted in 2025 forecast year comparing a build out version of the Pinon Hills Bridge with a no-build model version. The two models show the percent increase/decrease in traffic volumes with the two different scenarios.



Mr. Wakan referred to NMDOT's concern about the CMAQ-Flex funds and, with the scenarios, being able to show a 10% reduction in traffic volumes along NM 516 east of Pinon Hills. On the west side of Pinon Hills Boulevard there is a slight increase in traffic shown as this leads to the biggest commercial corridor accessed by County residents. Also, as a result of this project alone, both Browning and US 64 also see reductions in traffic also by 10%. This is the outcomes sought by the use of CMAQ-Flex funds.

Mr. Wakan reported that there are some areas where increases in congestion are seen in the model. The lower portion of CR 350 is an example, but it can easily handle the capacity and is currently underutilized. He said that the information to form a response to NMDOT is prepared and asked if there was additional input from the Technical Committee.

Ms. Westerling asked if the information prepared addressed the 8% drop in population since the City of Farmington is the shopping hub for the area and that would be affected by the population decrease. Mr. Wakan said the data provided by BBER does not show a large decline in tax receipts and the economy is more diverse than in previous years and that has stabilized the economy. BBER also believes that if we are declining, we have reached the bottom. Mr. Keck and Ms. Lopez added that along with

census projections, other indicators such as real estate and commercial projects are up and these developers are seeing this area as a hot spot for development.

Ms. Lopez asked if there was any information available on the population decline in Farmington alone. Mr. Wakan said that data would come from the American Community Survey and is not a complete count like we get every 10 years from the decennial census. Mr. Wakan said the most recent travel demand model was built using complete count data from the US Census Bureau as they are the most accurate and are not derived from surveys and projections.

Mr. Keck asked if Staff wanted to include in their response to NMDOT resolutions of support for the Pinon Hills Bridge project from the different entities. He noted that the County Executive Officer does not want to change course or slow down on the schedule for the Pinon Hills Bridge and their Phase III of the project. There is some momentum for the project now and that needs to continue. Ms. Westerling added that it benefitted the community to be proactive rather than retroactive in moving forward with this project. Mr. Wakan said resolutions or letters of support could definitely help support the MPO's response to NMDOT and offered to provide some language to the members to aid in drafting the letters.

ACTION: Ms. Lopez moved to get letters of support from the MPO Policy and Technical Committees as well as the governing bodies of the local entities to send to NMDOT. Ms. Westerling seconded the motion. The motion was approved unanimously.

7. REPORTS FROM NMDOT

Planning Division - Robin Elkin
Mr. Elkin did not provide a report for the Technical Committee.

District 5
There was no representative from District 5.

8. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	Duane Wakan, MPO Planner
Date:	April 4, 2016

INFORMATION ITEMS

a. **NMDOT State Planning & Research Fund.** Presentation will be made by Staff on a proposed research submittal to NMDOT. Also Citrix, a private sector vendor, will present a project management tool.

b. **MPO Quarterly.** Staff attended the MPO Quarterly in Albuquerque, New Mexico on March 22 and 23.

c. **Transportation & Public Health Meeting.** The Farmington MPO participated in an inaugural meeting with New Mexico MPO Transportation Planners and Officials in Public Health from across the state on Wednesday March 23 at the Mid-Region Council of Governments.

d. **Trainings.** Staff attended an NHI Course on Highway Program Financing in Albuquerque on March 29 and 30.

   MRCOG is co-sponsoring one of six ICIP Training Workshops on May 5 in Albuquerque to assist communities in developing their FY2018-2022 ICIP. Additional information can be found at:

   http://www.mrcog-nm.gov/latest-news/1361-mrcog-to-host-icip-training-workshop?utm_source=April+2016+issue+of+Travel+Times&utm_campaign=March+2016+Travel+Times&utm_medium=email

e. **Associate Planner.** Three final candidates for the Associate Planner position have been invited to interview in person during April.

f. **Special Technical Committee Meeting.** Schedule another Special Technical Committee meeting (possibly April 25 or the 26) to finalize the revisions and edits to the Complete Streets Design Guidelines.

g. **Other.**

DISCUSSION: a. Mr. Wakan reported on a presentation given during the MPO Quarterly from Ms. Amy Estelle, Engineering Coordinator with NMDOT's Research Bureau. This research program has $100,000 in technology transfer research. This research works to help find ways to address communication issues and improve communications state-wide.

After receiving a presentation from Citrix (GoTo Meetings), Mr. Wakan thought the Citrix product might serve the entities, NMDOT, and other MPOs in the state. NMDOT would need to put forward a recommendation for this type of product, but FMPO and others could support and recommend that NMDOT go forward with this type of product.

Citrix Presentation

Mr. Jeremy Johnson with Citrix gave a brief overview on their product and how it could be used to better communicate across entities and divisions, providing a common platform from which to provide a secure means of sharing information. Some of the considerations for this will be:

- Virtual plan room from which to host data
- Method to update a group/job folder
- Remote access
- Platform to share across many platforms

- Scalable and able to grow
- Different security permissions
- Able to integrate with current formats
- Able to obviously display the latest version of a document
- FTP site currently required by NMDOT

Mr. Wakan explained that the state has $100,000 in planning and research funds called technology transfer. This funding is used to improve workflow processes and must help all communities across the state. Mr. Wakan said that after hearing about the state's program and seeing the Citrix presentation, he believed the Technical Committee meeting would be a good opportunity to get feedback from the local entities to get their thoughts on if this could be a good technology transfer option and something that should be presented to and considered by NMDOT. This Citrix presentation is the initial one being considered by FMPO.

Mr. Johnson presented some of what Citrix could offer:

- Users set up with e-mail address to enter portal (next generation FTP)
- Able to access and tie-into other file applications
- Branded site where files can be uploaded
- Provides sync tool for desktops/I-pads/smart phones; very mobile
- Current version of document is visible; can restore older versions
- All document changes are stored: who made changes, who accessed the document, and when changes made
- Different levels of permissions
- When new document uploaded, all involved receive e-mail notification that a newer version is available
- Captures required signatures
- No security breach in 10 years
- Unlimited support and training

Mr. Wakan explained that if this product would benefit the entities across the state, the MPO could make a recommendation to the state and encourage them to invest in this software. Entities could possibly consider contributing to the purchase and/or maintaining of the software.

The Technical Committee members recommended that Staff speak with the other MPOs to gather consensus for this type of product before forwarding the information on to NMDOT's Research Bureau.

b. Mr. Wakan attended the MPO Quarterly in Albuquerque in March. There was no information provided on HSIP, TAP, and other programs. The status of RSAs is still pending review by NMDOT.

c. During the MPO Quarterly, the MPOs hosted a public forum with the public health officials from across the state to discuss linkages with public health and transportation. Discussions were held on how to work together, seek common goals, and promote better transportation planning that will impact public health indicators.

d. Good training was received at a NHI course on Highway Program Financing in Albuquerque on March 29 and 30.

MRCOG is co-sponsoring one of six ICIP Training Workshops on May 5 in Albuquerque to assist communities in developing their FY2018-2022 ICIP.

e. Staff, along with City of Farmington planners and others, will be interviewing applicants this week and next to fill the MPO Associate Planner vacancy. There was a great pool of applicants from which to select.

Mr. Wakan will be interviewing a potential candidate for the GIS intern position on April 14.

f. The Technical Committee decided to meet on April 26 beginning at 10:00 a.m. to conduct the final review of the Complete Streets Design Guidelines.

9. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

There was no business from the Chairman, Members and Staff.

10. BUSINESS FROM THE FLOOR

There was no business from the Floor.

11. ADJOURNMENT

Ms. Westerling moved to adjourn the meeting. Ms. Lopez seconded the motion. Mr. Keck adjourned the meeting at 11:50 a.m.

Dave Keck, Chair

June Markle, Administrative Aide