

**Minutes  
Farmington Metropolitan Planning Organization  
Policy Committee Meeting  
January 17, 2008**

The Policy Committee of the Farmington Metropolitan Planning Organization met on Thursday, January 17, at 5:00 p.m. in the Executive Conference Room, Farmington Municipal Building, 800 Municipal Drive, Farmington, New Mexico.

Members Present: Dan Darnell, City of Farmington  
Sally Burbridge, City of Aztec  
Chairman Dr. Henderson, San Juan County

Members Absent: Mayor William Standley, City of Farmington  
Sam Hinson, City of Bloomfield

Staff Present: Joe Delmagori, MPO Planner  
Robert Messenger, MPO Associate Planner  
Virginia Turney, Secretary  
Mike Sullivan, MPO Officer

Staff Absent None

Also Present: David J. Martinez, NMDOT  
Sherri Grona, NWNMCOG  
Steve Christensen, Technical Committee

**1. CALL TO ORDER**

Dr. Henderson called the January 10, 2008, Policy Committee meeting to order at 5:08 p.m.

**2. APPROVAL OF THE MINUTES FROM THE November 8, 2007, POLICY COMMITTEE MEETING**

Mr. Darnell motioned and Ms. Burbridge seconded the motion to approve the minutes from the November 8, 2007, meeting.

**3. HOUSE MEMORIAL 35 RESOLUTION  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item****

<b>Subject:</b>	House Memorial 35 Resolution
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	December 17, 2007

**BACKGROUND or PREVIOUS WORK**

- Cutbacks in funding and rising construction costs led to the creation of House Memorial 35 Technical Committee.

- October 2007 final report delivered by the House Memorial Technical Committee on sustainable funding strategies.

#### STATUS

- Representative Lundstrom is asking for resolutions to be passed by local governments, MPOs, and RPOs in support of the strategies outlined in the report.
- Resolutions will be provided during the 2008 New Mexico Legislative Session.
- The Technical Committee recommended adoption of PC Resolution 2008-1 on December 13, 2007

#### ANTICIPATED REVENUES

- If all strategies were enacted, NMDOT would receive between \$577 and \$850 million annually.
- In 19 years (2008-2026), this would total between \$11 and \$16 billion.

#### BACKUP MATERIAL

- The Executive Summary for the House Memorial 35 Final Report.
- A resolution of support for the strategies and recommendations described in the HM35 Final Report.

#### RECOMMENDATION

It is recommended that the Policy 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. Ms. Grona said the cities of Aztec and Bloomfield as well as San Juan County have passed resolution with the local tax wording taken out. Mr. Darnell said the Council of Governments passed a resolution without the tax wording. Mr. Darnell said he agreed with everything in the resolution except the tax increase.

Ms. Grona said she had a copy of the City of Aztec resolution with the local tax wording taken out and the MPO could use that resolution as an example. Mr. Delmagori said the MPO would like to do that.

Dr. Henderson stated that with less federal funding, added pressure will fall on the local governments to provide funding for transportation. He did not support that, however he is not opposed to truck taxes because of the damage they do to roads.

**Action:** Mr. Darnell moved and Ms. Burbridge seconded the motion to adopt Policy Committee Resolution 2008-1 with the changes to match the City of Aztec resolution. The motion passed unanimously 3-0.

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

<b>Subject:</b>	Access Management Policies and Standards
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	December 21, 2007

**BACKGROUND or PREVIOUS WORK**

- Access Management policies have been finalized with the Technical Committee.
- Ongoing development of draft standards and objectives to support the policies.

**CURRENT WORK**

- During the November 28 Technical Committee Work Session, 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.
- At the request of the Technical Committee, staff developed typical road sections, showing ROW, travel lanes, medians, and bike/pedestrian facilities.
- After the MPO gathers and allocates data from these sources, staff will need to meet with the entities for review sessions.

**ANTICIPATED WORK**

- A Technical Committee Work Session is scheduled for January 14 to review the road sections and determine access management standards.

**BACKUP MATERIAL**

- 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.

**RECOMMENDATION**

It is recommended that the Policy Committee receive a status report on draft access management policies and standards.

**Discussion:** Mr. Delmagori presented the staff report and said the Technical Committee has held a work session to discuss the Access Management Plan. Mr. Delmagori said there are three road classifications for urban roads, four classifications for rural roads and frontage roads. Principal arterials will have designated access points

for mobility. Rural roads in the MPO will have road classifications and rural local collectors have been discussed. The Technical Committee decided to include rural local collectors in the plan to help San Juan County.

Mr. Darnell said he liked the road classifications and asked where the basis for the specifications came from. Mr. Delmagori said the definitions were originally taken from the Federal and State definitions and the Technical Committee has helped with the definitions.

Mr. Darnell asked if the plan would apply only to the MPO area. Mr. Delmagori said yes and the Technical Committee had decided during the work session the right-of-way issues. Mr. Delmagori added the right-of-way for bicycle/pedestrian issues had also been discussed. The Technical Committee did not want to limit the roads to vehicle traffic only and decided the road sections should include multi-modal forms of transportation.

Mr. Darnell asked if the sidewalk width was decided. Mr. Delmagori said the sidewalks are suggested to be 5 feet, but there will be exceptions if necessary. Mr. Christensen said the Technical Committee discussed the need for exceptions in the rural areas of the MPO, and the Technical Committee is trying to make the MPO area as standardized as possible so transportation can be better planned. Mr. Christensen said the Technical Committee has discussed the issues and realized the Policy Committee will have questions and changes to the plan. Mr. Delmagori said that during the 2-hour work session only three sections of the plan – the urban sections – were discussed by the Technical Committee.

Mr. Martinez said the Access Management Plan will be a tool the entities and MPO can use for guidance and if needed the plan can be changed.

**Action:** Report was received.

**5. SOCIOECONOMIC DATA UPDATE**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**Agenda Item**

<b>Subject:</b>	Socioeconomic Data Update
<b>Prepared by:</b>	Robert Messenger, MPO Associate Planner
<b>Date:</b>	December 21, 2007

**BACKGROUND or PREVIOUS WORK**

- Updating land use data to reflect new developments in 2004 and 2005.
- New land use data will be entered into travel model to more accurately reflect traffic volumes.
- Data has been collected from the entities; school data has been collected from San Juan College and a national website.

**CURRENT WORK**

- The MPO is creating databases of the new data.
- New developments are being allocated to their respective Traffic Analysis Zones (TAZ).
- Staff has received information from the MTP consultant, LSA Associates, about how they collected socioeconomic data for the Regional Travel Model.

**ANTICIPATED WORK**

- After the MPO gathers and allocates data from these sources, staff will need to meet with the entities for review sessions.
- Complete the assignment of the new data to the TAZ structure.
- Once base and forecast year updates are reasonably complete, the MPO will work with the consultant, PTV America, for updating the model.

**BACKUP MATERIAL**

- A table showing tasks and timeframes associated with this activity.
- A summary table of new developments by entity.

**RECOMMENDATION**

It is recommended that the Policy Committee receive a status report on the update to the socioeconomic data for the travel demand model.

**Discussion:** Mr. Messenger said the MPO is updating the socioeconomic and land use data to be 2005 information. The current information reflected in the MTP is from 2003 information. The MPO is updating to 2005 to keep the socioeconomic data on a five-year schedule.

Mr. Messenger said he is currently talking to the major employers in the MPO area. This information can be used for traffic analysis and other programs. Mr. Messenger said he is also trying to get a better handle on the oil and gas data.

Mr. Messenger said the MPO is working with PTV America on the traffic model update and the program will cost the MPO approximately \$14,000. The program will be able to give a much more defined and clear picture of actual traffic patterns in the MPO area. Once these patterns are established it will help in all aspects of long range planning, including new roads and developments. Mr. Delmagori said the update to be performed by PTV will also allow the MPO to make the model results match other information and expansion of the traffic model to an AM peak period and 24 hours will be part of the work performed by PTV.

**Action:** Report was received.

**6. BICYCLE/PEDESTRIAN PLAN  
FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Bicycle/Pedestrian Plan
<b>Prepared by:</b>	Robert Messenger, MPO Associate Planner
<b>Date:</b>	December 21, 2007

#### **BACKGROUND or PREVIOUS WORK**

- BPAG and entities helped the MPO create a proposed list of biking and walking improvements.
- Draft Policies and Evaluation Criteria have been developed and presented to the BPAG, the Policy and Technical Committees.

#### **CURRENT WORK**

- On December 3, the BPAG developed a recommended list of walking and biking improvements.
- On December 13, the Technical Committee tabled recommending the adoption of the evaluation criteria to be used to rank and prioritize bicycle and pedestrian improvements. Also, the committee decided to table recommended approval of walking and biking policies.
- The draft evaluation criteria, draft walking/biking policies, and the recommended project list by the BPAG will be reviewed on January 10.

#### **ANTICIPATED WORK**

- Drafts of walking and biking facility standards.
- Refinements of project cost estimates.
- Determine potential funding sources.
- Further development of walking/biking priority lists.

#### **BACKUP MATERIAL**

- First draft of recommended projects from the BPAG.
- Draft Evaluation Criteria.
- Draft Policies.
- A table showing upcoming tasks and timeframes associated with this activity.

#### **RECOMMENDATION**

It is recommended that the Policy Committee:

- a. Receive the first draft of recommended projects from the BPAG.
- b. Review the draft policies.
- c. Review the draft criteria.

**Discussion:** Mr. Messenger presented the staff report. Mr. Messenger said the BPAG met on December 3 to vote on the plan. The MPO will meet with the individual entities to discuss the plan and have the entities prioritize their own projects. The MPO will be meeting with the Aztec Trails and Open Spaces group, and is planning public meetings in Bloomfield and Kirtland.

Ms. Burbridge said this plan is connected to the Access Management Plan. Mr. Messenger said they are connected.

Mr. Christensen said the advertisements for the BPAG meetings need to emphasize the area so more citizens from the area would attend. Mr. Darnell suggested using just FMPO instead of Farmington MPO, that way citizens in all the entities would feel welcome to attend. Mr. Messenger said the MPO could make those changes.

**Action:** Report was received.

**7. AZTEC TRANSPORTATION NETWORK STUDY  
FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

**Subject:** Aztec Transportation Network Study (TNS)  
**Prepared by:** Joe Delmagori, MPO Planner  
**Date:** December 17, 2007

**BACKGROUND or PREVIOUS WORK**

On November 8<sup>th</sup>, Wilson & Co. provided a status report at design team meeting:

- Intersection and tube counts available on their FTP site. MPO needs counts in PRN format.
- Total of 65 intersection turn counts taken in September and October
- Total of 17 tube counts taken: these were combinations of 48 hr, 7-day volume and classification counts.
- Level of Service Analysis is being setup and data is being input.
- Crash data was obtained by NMDOT and analysis is currently ongoing.
- Origin-Destination data taken on October 11<sup>th</sup>:

Highway	Entering Aztec	Exiting Aztec	Total Vehicles
NM 516	2223	2124	4347
NM 574	207	254	461
US 550 North	1500	1218	2718
US 550 South	846	887	1733
NM 173	165	210	375
CR 3000	381	385	766

- Consultant team needs the following from agencies:
  1. Data from Aztec for traffic count taken at school on NM 574
  2. Proposed improvements in corridor from other studies

**CURRENT WORK**

- Staff will provide a report on current activities on January 10.

**RECOMMENDATION**

It is recommended that the Policy Committee receive the draft report of the Aztec Transportation Network Study.

**Discussion:** Mr. Delmagori presented the staff report and said the traffic counts were done in September. The Origin and Destination study had been completed in October. The consultant just received the draft results back from the counts and study. The consultants are planning on being here next week to meet about the findings.

Mr. Christensen said the study included a western boundary out to County Road 350.

Mr. Delmagori said once the study is complete the MPO can use the information to determine traffic routes in the area.

**Action:** Report was received.

**8. FY2009-2014 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)  
FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

**Subject:** FY2009-2014 Transportation Improvement Program (TIP)  
**Prepared by:** Joe Delmagori, MPO Planner  
**Date:** December 21, 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).

**CURRENT WORK**

- A Call for Projects for new TIP projects was issued to the entities in December.

**ANTICIPATED WORK SCHEDULE**

<b>MONTH</b>	<b>ACTION</b>
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

**RECOMMENDATION**

It is recommended that the Policy Committee receive a report on the FY2009-2014

Transportation Improvement Program (TIP).

**Discussion:** Mr. Delmagori presented the staff report and said the MPO updates the TIP on an annual basis and is issuing a call for projects. Mr. Delmagori said the MPO would be meeting with entity staff to get revisions and to update the list. There will be a 30-day comment period, the Technical Committee will review the changes and then the Policy Committee will adopt those changes.

**Action:** Report was received.

**9. NMDOT REPORT**

**Discussion:** Mr. Martinez said he had two items to discuss, one being the MAP funding and distribution. The MAP funding will be kept on the same schedule and both the City of Aztec and the City of Farmington will need to look at their MAP funding. There will be \$5-6 million in MAP funding for the State each year and \$1 million for District 5. The DOT said that MAP funding can be used as a match for GRIP2.

Mr. Darnell asked if the City of Farmington was going to lose funding. Mr. Martinez said no, but there are entities in the NWRPO that will be losing funding. The DOT is looking at other funding sources.

Mr. Martinez said the other item is the STIP and added that he was happy to see the MPO updating the TIP every year. The funding for the STIP has a dead line that needs to be kept. If the projects are not scheduled the DOT will reapportion the money.

Mr. Darnell asked why the 20th sidewalk project was not on the STIP. Mr. Martinez said it was on the TIP and then during the change over when Mr. Schmitz left Farmington the project was never put on the STIP. Mr. Delmagori said a TIP amendment changed this project to an unfunded request in the FY08 TIP.

Mr. Christensen asked what the status of the US 64 project was. Mr. Martinez said the contract had been awarded but the project had been suspended due to the weather.

**Action:** Report was received.

**10. INFORMATION ITEMS  
FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Information Items
<b>Prepared by:</b>	Robert Messenger, MPO Associate Planner
<b>Date:</b>	December 21, 2007

**INFORMATION ITEMS**

- a. 2007 Traffic Counts.** Data was reviewed by staff and NMDOT. 67 of 72 counts were accepted. The 2007 counts have been posted on the MPO website.

- b. **NWRPO Meeting.** Robert Messenger attended the monthly RPO meeting in Gallup on December 12.
- c. **MPO Quarterly Meeting.** Joe Delmagori attended the MPO Quarterly in Santa Fe on December 19.
- d. **NMDOT Transportation Commission Schedule.** The 2008 schedule is attached. Shiprock will host the meeting in October.
- e. **FY2007 Annual List of Obligated Projects.** Staff will publish the list in January.
- f. **Other**

**Discussion:** Mr. Delmagori presented the staff report. Mr. Delmagori informed the Policy Committee the MPO is beginning work on the upcoming UPWP and the MTP will be part of it. The MPO will be looking for funding sources for the MTP.

**Action:** Report was received.

**15. Business**

- a. **Chairman** – none
- b. **Members** – none
- c. **Staff** – None

**16. Business from the Floor**

None

**17. Adjournment**

Mr. Darnell motioned and Ms. Burbridge seconded the motion to adjourn the meeting. Dr. Henderson adjourned the meeting at 6:35 p.m.

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Chair, Dr. Jim Henderson

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Secretary, Virginia Turney