

**MINUTES**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**TECHNICAL COMMITTEE MEETING**  
**JANUARY 29, 2009 10:00 a.m.**

Members Present: Steve Christensen, City of Aztec  
Dave Keck, San Juan County  
Julie Baird, City of Bloomfield  
Cindy Lopez, City of Farmington  
Chico Quintana, City of Farmington

Members Absent: Nica J. Westerling, City of Farmington

Staff Present: Joe Delmagori, MPO Planner  
Martin Lucero, MPO Associate Planner  
Dee Dee Moore, MPO Admin Aide

Staff Absent: Mike Sullivan, MPO Officer

Also Present: Dr. Henderson, San Juan County  
Dave Martinez, NMDOT  
Dr. Bob Widoe, NMDOT  
Lori Meszaros, Citizen  
Jeff Pillus, Russell Engineering  
Nancy Lauro, Russell Engineering

**1. CALL TO ORDER**

Vice-Chair Mr. Keck called the meeting to order at 10:06 a.m.

**2. APPROVE THE MINUTES FROM THE DECEMBER 11, 2008 TECHNICAL COMMITTEE MEETING**

Motion was made by Mr. Christensen and seconded by Mr. Quintana to approve the minutes of the December 11, 2008 Farmington Metropolitan Planning Organization Technical Committee Meeting. The motion passed unanimously.

3. HOLD ANNUAL ELECTION OF OFFICERS

FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item

<b>Subject:</b>	Annual Election of Officers
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	January 20, 2009

**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.
- In 2008 Nica Westerling and Dave Keck were elected and served as Chair and Vice Chair respectively.

**ELECTION**

- Elections will take place to select a Chair and Vice-Chair to serve on the Technical Committee for 2009.

**RECOMMENDATION**

- It is recommended that the Technical Committee accept nominations and vote to elect the Chair and Vice-Chair.

**Discussion:** Mr. Delmagori stated that it was time to elect a new Chair and Vice-Chair as outlined in the Committee Bylaws and Operation Procedures document. Mr. Christensen made a motion for Mr. Dave Keck to be the Chair and Ms Julie Baird to be the Vice-Chair. Mr. Delmagori introduced Cindy Lopez, City of Farmington, as a replacement for Martin Lucero, and shared that she is also eligible to be elected. Mr. Quintana seconded the motion, the vote was taken and the motion passed unanimously.

**Action:** The newly elected officers of the Technical Committee for the calendar year 2009 are as follows: Chair, Mr. Dave Keck, representative for the San Juan County and Vice-Chair, Ms. Julie Baird, representative for the City of Bloomfield.

4. RECEIVE A PRESENTATION ON THE BOTTLENECKS REDUCTION PROGRAM

FARMINGTON METROPOLITAN PLANNING ORGANIZATION

### Agenda Item

<b>Subject:</b>	Bottlenecks Reduction Program Presentation
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	January 20, 2009

#### PRESENTATION

- Rob Fijol with FHWA will give a presentation on the Bottlenecks Reduction Program.
- Funding through this program is available.
- Ideal projects are low cost and can be quickly implemented.
- Types of Bottleneck Reduction projects include:
  - Signal re-timing
  - Signal coordination
  - Actuated or adaptive signal control (ACS Lite)
  - Signal upgrades
  - Access management principles for retrofitting corridors
  - Re-striping

#### RECOMMENDATION

- It is recommended that the Technical Committee receive a presentation on the Bottlenecks Reduction Program.

**Discussion:** Vice-Chair Keck informed the committee that this item was tabled, since Mr. Fijol, Federal Highway Administration, was unable to attend the Technical Committee meeting.

**Action:** The report on the Bottlenecks was not received and will be covered at a later meeting.

#### 5. RECEIVE A REPORT ON THE METROPOLITAN TRANSPORTATION PLAN (MTP) UPDATE

##### FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

<b>Subject:</b>	Metropolitan Transportation Plan (MTP) Update
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	January 20, 2009

#### BACKGROUND & PREVIOUS WORK

- Staff created a schedule and timeline of activities to gauge workload and

- estimated time needed to complete the MTP update.
- The FMPO Vision and Mission statements have been reviewed by both committees.
- Staff held a public meeting on November 12.
- Staff developed two initial surveys to be administered to the public.

**CURRENT WORK**

- Staff has met with each individual entity to discuss the proposed road network and possible classification changes. This will serve as a base to evaluate other items within the MTP update.
- A technical review of proposed regional bicycle/pedestrian improvement projects.
- An evaluation of the MTP Goals & Objectives. This is an opportunity to add or revise the goals/objectives during the MTP update.
- Initial socioeconomic data collection has been received for the 2000 US Census Year. Additional information is currently being gathered to establish both a base year and future projections.

**BACKUP MATERIAL**

- Original MTP Goals and Objectives.
- Updated MTP Timeline and Schedule.
- Revised MPO Road Network Map based on individual entity meetings (provided under separate cover).
- Proposed regional bicycle/pedestrian template (provided under separate cover).

**ANTICIPATED WORK**

- Socioeconomic data collection and evaluation.
- Population/employment projections.
- The creation and administration of online surveys.
- Updates to road and transit plans.
- Freight analysis.

**RECOMMENDATION**

- It is recommended that the Technical Committee receive a report on the MTP update.

**Discussion:** Mr. Delmagori led the discussion with an overview of staff’s accomplishment and future anticipated work. There were four items to be reported to the committee. The first item Mr. Delmagori identified was the need to prioritize the Bicycle Pedestrian Plan projects into near-term, mid-term and long-term projects. Mr. Christensen stated that these projects are a low priority because of funding and asked how the prioritization will help the entities. Mr. Delmagori stated that by having a list ready to go, if federal funding became available it could give the MPO an advantage over other agencies. The question came up about MPO reviewing plans to identify where these projects fit into new developments. Ms. Lopez stated that the City of Farmington has a process in place that currently sends a “memo” with sketches to different departments throughout the City. Any comments returned on the memo are then taken into consideration in the planning stage. Mr. Christensen asked if Ms. Lopez could prepare a write-up of the checklist process. Ms. Lopez agreed to put something together for the other members.

Mr. Delmagori stated that the second item is located on page 13, which was the list of the Goals and Objectives. The Goals are based on the SAFETEA-LU planning factors and the Objectives are linked to those goals. There was no discussion regarding these statements. Mr. Lucero continued with the next item, the MTP Update draft timeline. Mr. Christensen and Ms. Lopez shared their ideas for contacting local companies to identify roads used and needed to reach the 12,000 oil and gas wells located in the MPO area. Mr. Lucero stated that he has been in touch with the Freight and Trucking Association of New Mexico and has requested information from them for that purpose. The statistics show that 80% of the freight comes into the area on US 550; the other 20% is entering from Durango and Cortez.

Mr. Lucero projected the Farmington MPO Road Network Map on the overhead and started the discussion with the purpose to correlate the transportation and the land use information. The map illustrates possible future new roads and potential functional classification changes. MPO Staff has met with each entity to identify their concerns. Mr. Lucero pointed out that the FAA tower has a 1000' radius "No Build" restriction and would need to be considered for the impact to potential road alignment. Mr. Christensen suggested meeting with the La County Planning Department to see what type of roads they have planned coming south to San Juan County. Mr. Delmagori stated that this was true of Shiprock and Navajo DOT.

**Action:** The report was received

**6. RECEIVE A STATUS REPORT ON THE FY2010-2015 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	FY2010-20115 Transportation Improvement Program (TIP)
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	January 20, 2009

**BACKGROUND**

- The TIP is a short-term program of projects expected to be completed in the next six years.
- The MPO updates the TIP on an annual basis.
- The TIP update process includes revising existing project information, adding new projects, and developing a TIP priority list and financial plan.
- The 2009-2014 TIP is available on the MPO website along with its corresponding TIP amendments.

**CURRENT WORK**

- A Call for Projects was issued in December.
- Staff will meet individually with the entities, NMDOT, and Red Apple Transit to

review project information.

TIP SCHEDULE	
MONTH	ACTION
December 2008-January 2009	Call for Projects was made & Project Identification Forms were issued
January 30, 2009	Project ID Forms submitted to MPO
January - March 2009	Entities review project information; development of TIP priority list and TIP financial plan
Early March - early April 2009	30-day Public Comment period is advertised and opened
March 26, 2009	Technical Committee holds public hearing on and recommends adoption of TIP
April 9, 2009	Policy Committee adopts the FY2010-2015 TIP

RECOMMENDATION
<ul style="list-style-type: none"><li>It is recommended that the Technical Committee receive a status report on the FY2010-2015 Transportation Improvement Program.</li></ul>

**Discussion:** Mr. Lucero provided an explanation of the steps required for the annual TIP update. The MPO Staff is currently on schedule for the public comment period in March and to seek adoption from the Policy Committee in April 2009. A request was made for any other projects that could be included to be forwarded to staff. Individual meetings will also be held with the entities to review their project information in the current TIP.

**Action:** The report was received

**7. RECEIVE A REPORT ON THE CALL FOR PROJECTS FOR THE FY2010 UNIFIED PLANNING WORK PROGRAM (UPWP)**

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	FY2009 UPWP Call for Projects
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	January 20, 2009

BACKGROUND
<ul style="list-style-type: none"><li>Over the next few months, the MPO will develop its annual work plan for fiscal year 2010 (July 1, 2009 through June 30, 2010).</li><li>The FY2010 Unified Planning Work Program is anticipated to be approved on April 9, 2008 by the Policy Committee.</li><li>Entities are asked to submit new projects and other planning tasks to be</li></ul>

- o accomplished by the MPO by February 18.
- A highlight in FY2010 will be the completion of the Metropolitan Transportation Plan.

**FY2010 UPWP INITIAL TASKS**

- Yearly Activities
  - o Annual Certification
  - o Development of FY2011 UPWP
  - o FY2009 Annual List of Obligated Projects
  - o JPA Renewal
  - o Quarterly Newsletters
  - o Quarterly Reports
  - o Traffic Count program
  - o Traffic studies and model runs requested by the entities
  - o Transportation Improvement Program
- Completion of the Metropolitan Transportation Plan Update
  - o Update plans for roadway, transit, bicycle, pedestrian, air and freight
  - o Needs Assessment/ Line Route analysis study for Red Apple Transit
  - o Revise Social-economic data and statistics
  - o Security and congestion management strategies
  - o Land use/Transportation policies
  - o Revise regional priorities and the financial plan for the MPO

**RECOMMENDATION**

- It is recommended that the Technical Committee receive a report and the Call for Projects for the FY2010 UPWP.

**Discussion:** Mr. Lucero shared the direction that the MPO Staff is currently taking to achieve the above mentioned processes. Mr. Lucero discussed the typical items in the UPWP as well as some of expected activities related to the MTP update. Mr. Christensen stated that factors contributing to a level of service of “D” or “E” ratings center around every Elementary and Middle school in Aztec due to traffic congestion and that educating the public could help to reduce some issues. Dr. Wideo shared that networking with agencies that are not as obvious as the Safe Routes to School program, such as law enforcement or health agencies. Mr. Delmagori stated that the MPO is not necessarily the forum for that, but rather a partner in that process.

**Action:** The report was received.

**8. RECEIVE A REPORT ON THE RED APPLE TRANSIT**

<b>Subject:</b>	Red Apple Transit Update
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	January 20, 2009

#### RED APPLE UPDATE

- Overall ridership reached nearly 8,700 passengers in November.
- Farmington saw a 2% increase in ridership over previous month.
- Aztec, Bloomfield, and Kirtland all saw decreases in ridership over previous months, with -24%, -20%, and -7% respectfully.
- Although Bloomfield had a 20% decline over last month its numbers are still 48% above the same period last year.
- Farmington saw a -9% decline over this time last year.
- The ridership report is attached.

#### RECOMMENDATION

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

**Discussion:** Mr. Lucero led the discussion with statistics from the previous months. Mr. Christensen questioned whether the limited routes in and out of Aztec and Bloomfield were affecting the ridership, since a round trip to Farmington can take a minimum of 6 hours due to the scheduled route times. Mr. Delmagori informed the attendees that a survey was in the stages to be placed on the buses, and throughout the MPO area to evaluate the routes, times and stops.

**Action:** The report was received.

#### 9. RECEIVE A REPORT FROM THE NMDOT

**Discussion:** Dr. Wideo distributed a NMDOT list of projects for the Economic Stimulus Package that needed additional dates for project ready status. He explained that the target bid date does not mean you are bidding it, but that it could be bid by then. Vice Chair Keck asked if roads that don't have functional classifications qualify for funding. Dr. Wideo stated that if you have a bridge on those roads you are in good shape. There was much discussion regarding time delays from the federal agencies regarding permits, contracts, etc. as well as limitations on local governments to meet the required deadlines. Dr. Wideo stressed that each department was going to have to re-evaluate their priorities during this time.

Mr. Martinez shared regarding the stimulus package that 60% will be going to State Projects, 30% to Pavement Preservation Projects and 10% going to Local Governments. For District 5, five or six projects have been selected and are also GRIP projects.

Dr. Henderson shared that he had been in Santa Fe on Monday and Tuesday and that they were working pretty hard on the Senate side and are, in part, having the same issues sorting out this package. Dr. Henderson suggested keeping him informed of any information relating to this package no matter how insignificant it may seem.

Turning to air quality issues, Dr. Wideo indicated that the EPA is actually splitting the county around the Sunland Park Area, El Paso and Las Cruces into attainment and non-attainment areas. Locally it looks like San Juan County and the south western section of Rio Arriba County will be grouped together. He also stated that the studies are not yet complete regarding what is attributable to mobile sources, traffic congestion, stationary sources or non-mobile sources. Once identified as non-attainment, there will be an Air Quality Budget that the MPO and the region will have to meet.

## 10. INFORMATION ITEMS

### FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

<b>Subject:</b>	Information Items
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	January 20, 2009

#### INFORMATION ITEMS

- a. **Technical Committee Alternates.** Technical Committee Members are requested to submit a letter with an official declaration of their Technical Committee Alternates for the new calendar year.
- b. **Economic Stimulus Package.** Local entity project information was submitted by District 5 to the NMDOT General Office.
- c. **2008 Traffic Count Program.** Traffic Data Services (TDS) provided the count data during the last week of December. The final counts were sent to NMDOT for validation and returned for corrections to the file formats. Once the corrected counts are received from TDS they will be resubmitted to NMDOT.
- d. **Safe Routes to School (SRTS).** Walk-ability and school site assessments will take place at three participating Farmington elementary schools in the spring. Student arrival counts will be taken at two of the schools in April. A Bike Rodeo event is being planned for May 16.
- e. **Other**

**Discussion:** Mr. Delmagori informed the members that representatives from the local Environmental Department and the Santa Fe Air Quality Bureau Department will be at

the Technical Committee meeting next month in Aztec. He also reminded committee members to submit letters designating their alternates. Mr. Delmagori stated that formatting errors are currently being corrected on the traffic count program. Ms. Meszaros, Safe Routes to School Champion, opened by saying that surveys for the teacher and parents would be taken this month. Once the weather warms up, SRTS will be performing walking assessments. Student arrival counts will be done in April and The Bike Rodeo has been moved from May 16<sup>th</sup> to May 30<sup>th</sup>, 2009.

#### **11. BUSINESS FROM CHAIRMAN, MEMBERS, STAFF**

**Discussion:** Mr. Delmagori shared that there is currently a vacancy for a member in the area for LTAP. Mr. Quintana informed attendees there was still space available to attend the Pedestrian Facility Design class being held at the Farmington Museum on February 19th and 20th, 2009. Mr. Christensen stated that they will be swinging their pedestrian bridge into place in a couple of weeks and would let everyone know by email.

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

**Discussion:** There was no business from the floor.

#### **13. ADJOURNMENT**

Mr. Christensen made the motion for adjournment. Mr. Quintana seconded the motion. Meeting adjourned at 12:07pm.

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Dave Keck, Vice Chair

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Dee Dee Moore, MPO Admin Aide