

**MINUTES**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**TECHNICAL COMMITTEE WORK SESSION**  
**January 31, 2008 10:00 A.M.**

Members Present: Chair Steve Christensen, City of Aztec  
Dave Keck, San Juan County  
Martin Lucero, City of Farmington  
Nica J. Westerling, City of Farmington

Members Absent: Julie Baird, City of Bloomfield

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

Staff Absent: Mike Sullivan, MPO Officer

Also present: Phyllis Gilkey, Citizen

**1. CALL TO ORDER**

Mr. Christensen called the meeting to order at 10:16 a.m.

**2. APPROVAL OF THE MINUTES FROM THE DECEMBER 13, 2007 TECHNICAL COMMITTEE MEETING**

Mr. Keck made a motion, seconded by Mr. Lucero, to approve the minutes from the December 13, 2007, Technical Committee Meeting. Motion passed unanimously.

**3. 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 15, 2008

**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.

**ELECTION**

- Elections will take place to select a Chair and Vice-Chair to serve on the Technical Committee for 2008.

**RECOMMENDATION**

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

**Discussion:** Mr. Delmagori explained that new officers needed to be elected.

**Action:** Mr. Christensen nominated Ms. Westerling to be the Chair. Mr. Keck seconded the nomination. Ms. Westerling was voted in to be the Technical Committee Chair unanimously.

**Action:** Ms. Westerling nominated Ms. Baird as Vice-Chair. Mr. Christensen nominated Mr. Keck as Vice-Chair. Ms. Westerling seconded the nomination. Mr. Keck was voted in to be the Technical Committee Vice-Chair unanimously.

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

<b>Subject:</b>	Aztec Transportation Network Study
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	January 15, 2008

**BACKGROUND or PREVIOUS WORK**

- NMDOT and its consultants started a network study to help determine potential alternatives to the widening of NM 516 in Aztec.
- Traffic counts were taken at several locations in and around Aztec in September.
- An origin-destination study was conducted in October to determine where traffic begins and ends in the Aztec area.

**CURRENT WORK**

- Wilson & Company issued a draft report on existing conditions based on results of the traffic counts and the O-D study.
- The comment period is open from January 10 through January 24.
- The consultants will provide a status report to the Committee and address any comments on January 24.

**ANTICIPATED WORK**

- A design team meeting organized by the consultants will be held in Aztec at 1:30pm on January 24 to further evaluate the network study report.

- The MPO will work with the entities and NMDOT to determine upcoming courses of action based on the results of the network study.

**RECOMMENDATION**

- It is recommended that the Technical Committee receive a status report on the Aztec Network Study.

**Discussion:** Mr. Delmagori said there was a design team meeting scheduled for last week but due to the weather it had been cancelled. However, Mr. Meier provided a recap for today’s meeting.

Mr. Delmagori said the Origin and Destination Study had been done in six different locations and it was found that 76% of the traffic in Aztec originated in Aztec and 24% of traffic was drive through traffic. Mr. Christensen said he felt those numbers were not accurate and the hours use for the study were not the best hours to make the study show the actual traffic flow in Aztec. Ms. Westerling agreed and said the 24% seemed really low for the two highways. Mr. Christensen added the study was done when there were very few oil-field trucks driving on the roads. Ms. Westerling said it might have a different outcome if the study had been done between 7 - 9 a.m. Mr. Christensen said he had asked for a different time, including around 3 p.m. Ms. Westerling asked if the O&D was only done at one time of day. Mr. Christensen said it was and then had asked that it be done more than one time of day.

Mr. Christensen said he would have liked to have more than just the one time O&D done. Mr. Lucero said he would like to see more than just one time also because it would help with the justification of a relief route and help with getting a City of Farmington/City of Aztec beltway established. Mr. Christensen said Aztec would like to see something besides a 6-lane highway running through Aztec.

**Action:** Report was received.

**5. 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>	January 14, 2008

**BACKGROUND or PREVIOUS WORK**

- The Technical and Policy Committees have reviewed evaluation criteria and policies.
- A list of proposed walking and biking improvements has been developed. The Bicycle/Pedestrian Advisory Group (BPAG) selected an initial list of 27 priority projects at the December 3 meeting.

**CURRENT WORK**

- Develop a process for prioritizing walking and biking projects.

- Finalize evaluation criteria to rank and prioritize proposed projects.
- Access management policies and standards that relate to bicycle and pedestrian facilities will be reviewed in conjunction with this report.
- Refinement of cost estimates for proposed projects.

#### ANTICIPATED WORK

- Development of bicycle/pedestrian standards for all road classifications as well as for new commercial and residential developments.
- Work with entity staff to evaluate and prioritize projects into short, medium, and long range lists.

#### BACKUP MATERIAL

- List of proposed walking and biking projects.
- Maps of pedestrian and bicycle networks for the MPO and the entities (will be available at the meeting).
- Draft evaluation criteria
- Draft policies:
  - a. Policies that apply to Bicycle/Pedestrian Plan and Access Management Plan.
  - b. Policies that only apply to Bicycle/Pedestrian Plan.

#### RECOMMENDATION

- It is recommended that the Technical Committee:
  - a. Review the list of proposed walking and biking improvements and determine a process for prioritizing projects.
  - b. Review the criteria to be used to rank and prioritize bicycle and pedestrian improvements.
  - c. Review policies that apply to access management and bicycle/pedestrian plan development.

**Discussion:** Mr. Messenger presented the staff report. Ms. Westerling asked if the criteria was going to be weighted. Mr. Messenger said it was decided that the criteria would not be weighted. Mr. Christensen said he would like to see if the criteria had been presented to the BPAG group or if they would need to see it. Mr. Messenger said the criteria had been provided at BPAG meetings, but the Technical Committee and Policy Committee would be deciding on which criteria would be used.

**Action:** Ms. Westerling motioned and Mr. Lucero seconded the motion to recommend adoption of the criteria to the Policy Committee. The vote passed unanimously 4-0.

**Discussion:** Mr. Christensen then said the policies need to be evaluated. Mr. Messenger reminded the Technical Committee the policies will tie into the Access Management Plan. Mr. Christensen asked if the wording should be bicycle facilities and pedestrian facilities instead of sidewalks. Mr. Messenger said on the second policy it says in rural areas or in low density areas sidewalks are not required but reasonable efforts should be made to obtain right-of-way for future sidewalks, which could be changed to say bicycle and pedestrian facilities. Ms. Westerling said that all of the policies should be changed to say bicycle and pedestrian facilities and not spell out sidewalks. Mr. Christensen said this document can be

changed. Mr. Delmagori agreed. Ms. Westerling said the commissioners and councils will probably change it also.

**Action:** Mr. Lucero motioned and Ms. Westerling seconded the motion to approve the policies as amended with condition that sidewalk be removed and bicycle and pedestrian facilities be added. The motion passed unanimously 4-0.

**Discussion:** Mr. Messenger said the BPAG and ATOS groups met on Tuesday where each person was given 24 votes to determine the ranking of the 80 projects. Mr. Messenger said the MPO is planning on meeting two more times, once in Bloomfield and once in Kirtland, to get public feedback from those areas regarding the projects. Mr. Delmagori said the MPO wants a comprehensive list of the regional projects. Ms. Westerling said it was a good idea the MPO is going out to the different areas to get input because the plan will be a regional plan and it is important to get the most regional routes developed. Mr. Lucero said it is like a hub and spokes to a wheel, the MPO will be concerned with the regional routes and the cities will take care of the local routes, and that both routes will need to work together.

Ms. Westerling suggested that the map be color coordinated and have each entities and regional routes projects different colors to differentiate between proposed plans. Mr. Lucero said it would be much easier for the public, councils and commissions to understand the difference between regional plans and local plans. Ms. Westerling added it might help with the county projects that might be small but will be a big piece of a regional plan. Mr. Messenger asked if all the projects need to be on the maps or if the top five for each would be what is wanted. Ms. Westerling suggested that each mode have the top five shown, so there would be a separate map for bicycle routes and walking routes. Ms. Westerling added that one color for the existing routes would be needed. Mr. Delmagori said the MPO can put the map together for the next Technical Committee meeting.

Ms. Westerling said the budget for each project needs to be plainly shown in the plan also. Mr. Delmagori said the intention is that regional routes could receive federal funding and it is possible two or more entities could split the required local match.

Ms Gilkey asked who the MPO is working with in Bloomfield. Mr. Messenger said he was working with Ms. Baird and Mr. Workman, however they were in a meeting in Albuquerque and could not attend this meeting.

Mr. Messenger said the maps would be ready for the next meeting and after the meetings in Bloomfield and Kirtland the MPO will have a firmer consensus on which projects will be the top regional projects. The Technical Committee and Policy Committee can then begin the process of ranking the projects and finalizing the standards to be in the Bicycle-Pedestrian Plan.

**Action:** Report was received.

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

<b>Subject:</b>	Socioeconomic Data
<b>Prepared by:</b>	Robert Messenger, MPO Associate Planner
<b>Date:</b>	January 15, 2008

**BACKGROUND or PREVIOUS WORK**

- The MPO is finalizing the process of collecting and assigning socioeconomic data to update the base (from 2003 to 2005) and forecast (2030) years in the Regional Travel Model.
- Staff has assigned data on new residential and commercial permits for 2004 and 2005 from San Juan County (includes Aztec and Bloomfield) and Farmington to their TAZ.
- School enrollment and employment numbers have been assigned to TAZ.

**CURRENT WORK**

- Collecting, analyzing, and assigning employment data from the oil and gas industry
  1. Determine amount and typical ratios of shop/office employees and field employees
  2. Estimate typical well service/maintenance requirements
  3. Determine means to assign employees to active well locations within the Farmington MPO (this will give a better understanding of the number of vehicle trips and routes used by field/service employees)
- Collecting and assigning data from major employers and New Mexico One Stop (which is a clearinghouse for San Juan County labor data).
- Meeting with entities to review the data collection and assignment.

**ANTICIPATED WORK**

- Complete the update to the base and forecast years.
- Hire PTV to update the travel model, which will include calibration/validation and expanding the model to have AM Peak Hour and Daily capabilities.

**BACKUP MATERIAL**

- New developments in 2004-2005
- A table showing additional tasks and timeframes associated with this activity is attached.

**RECOMMENDATION**

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

**Discussion:** Mr. Messenger said he has been updating the data and has found there will be many changes to the updated information. Mr. Messenger said that a good deal of oil and gas information is missing from the old socioeconomic data which will be added. Mr. Messenger added he is meeting with several oil and gas companies to get that information. Ms. Westerling suggested he contact Mr. Jason Sandel and Mr. T. Greg Merrion as both will be able give the MPO a great deal of information. Mr. Messenger said the typical oil field company has 80% of its employees out in the field which means the daily trips are much higher than thought.

Mr. Christensen asked what the date was the information was going to be updated to. Mr. Messenger said the MPO was going to update to 2005. Mr. Christensen asked what the data could be used for. Ms. Westerling said it could be used to update travel models, bicycle/pedestrian plans and other transportation information. Mr. Delmagori said the Socioeconomic data needs to be updated to make the model more accurately reflect traffic conditions.

Mr. Christensen asked if the information will be available to the Policy Committee. Mr. Messenger said it would be available for review by all of the committees.

Mr. Lucero asked why the information was not being updated to 2007. Mr. Delmagori said the socioeconomic data is on a five year cycle and the end of the cycle is 2005.

Mr. Delmagori said the MPO is working with PTV to update the model in VISUM in order to have a better understanding of traffic patterns and economic patterns. Mr. Christensen said transit modeling should be done also. Mr. Delmagori said that could be put into the UPWP if wanted, but the MPO would need to do preliminary work with the transit system first.

Mr. Christensen said integrating the information would be a good thing and it will be easier to decided transportation issues in the future. Mr. Christensen said it would be good for elected officials to see this report also and he would like to see the bicycle/pedestrian and transit aspects available. Ms. Westerling said it would be good to know what is really happening in the area regarding socioeconomic growth and where subdivisions and major employers are actually planning growth. Mr. Christensen said it would help the entities get ahead of the curve.

Ms. Westerling said the socioeconomic plan would help with buy-in to multi-modal forms of transportation also from the elected officials. Mr. Keck said that the elected officials don't know about the MPO. Ms. Westerling said the Policy Committee needs to get excited about the multi-modal forms of transportation and talk to the other elected officials about those forms of transportation. Ms. Westerling said the entities need to meet together to make sure everyone is on the same page. Mr. Keck said it would be nice if there was a county wide planning and zoning board that would need to approve or at least be in the loop of all the new employers and subdivisions in the areas. Ms. Westerling suggested that one of the current P&Z members should try to attend the MPO meetings.

Ms. Westerling asked if there was an electronic format for the socioeconomic data. Mr. Delmagori said Mr. Messenger is putting the information in GIS format.

**Action:** Report was received.

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

<b>Subject:</b>	FY2009-2014 Transportation Improvement Program (TIP)
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	January 15, 2008

<b>BACKGROUND</b>
<ul style="list-style-type: none"> <li>▪ The TIP is a short-term program of projects expected to be completed in the next six years.</li> <li>▪ The MPO updates the TIP on an annual basis.</li> <li>▪ The TIP update process includes revising existing project information, adding new projects, and developing a TIP priority list and financial plan.</li> <li>▪ The current TIP is available on the MPO website.</li> </ul>

<b>CURRENT WORK</b>
<ul style="list-style-type: none"> <li>▪ A Call for Projects was issued in December.</li> <li>▪ Staff will meet individually with the entities, NMDOT, and Red Apple Transit to review project information.</li> </ul>

<b>TIP SCHEDULE</b>	
<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

<b>RECOMMENDATION</b>
<ul style="list-style-type: none"> <li>▪ It is recommended that the Technical Committee receive a status report on the FY2009-2014 Transportation Improvement Program.</li> </ul>

**Discussion:** Mr. Delmagori presented the staff report and said the MPO will be meeting with the entities to get new projects and follow up on the current projects. Once the MPO meets with the entities and updates the information the TIP will be updated. Mr. Delmagori asked if the MPO should continue its priority list process for this TIP update. The Technical Committee agreed. Once the TIP information is gathered and reviewed, a 30-day public comment period will be held.

Mr. Keck asked if Pinon Hills Boulevard was on the TIP. Ms. Westerling said it is on the unfunded part of the TIP. Mr. Keck said the projects needs to be moved up on the TIP. Ms. Westerling agreed and said some of the unfunded projects probably need to move up also.

**Action:** Report was received.

**8. FY2009 UPWP CALL FOR PROJECTS**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**Agenda Item**

<b>Subject:</b>	FY2009 UPWP Call for Projects
<b>Prepared by:</b>	Robert Messenger, MPO Associate Planner
<b>Date:</b>	January 14, 2008

**BACKGROUND**

- Over the next few months, the MPO will develop its annual work plan for fiscal year 2009 (July 1, 2008 through June 30, 2009).
- The FY2009 UPWP is anticipated to be adopted in April.
- Entities are asked to submit new projects and other planning tasks to be accomplished by the MPO by February 20.
- The most important project in FY2009 will be the update to the Metropolitan Transportation Plan.

**FY2009 UPWP INITIAL TASKS**

- Yearly Activities
  - Quarterly Reports and Budget Preparation
  - Traffic Counting program
  - Intelligent Transportation Systems (ITS)
  - Traffic studies and model runs requested by the entities
  - Transportation Improvement Program
- Completion of ongoing policies described in the MTP
  - Access Management Plan
  - Bicycle/Pedestrian Plan
- Specific studies and activities
  - Line Route analysis study for Red Apple Transit
  - Aztec Transportation Network Study (TNS)
  - Traffic forecasts for Piñon Hills Boulevard Extension Study
  - Assist entities in applying for Safe Routes to School (SR2S) grants
- Update to the Metropolitan Transportation Plan
  - Hire a consultant
  - Update plans for roadway, transit, bicycle, pedestrian, air and freight projects
  - Revise population and employment statistics
  - Revise regional priorities and the financial plan for the MPO

**RECOMMENDATION**

- It is recommended that the Technical Committee receive the Call for Projects for the FY2009 UPWP.

**Discussion:** Mr. Messenger presented the staff report and said the MTP update will need to begin in FY2009.

Ms. Westerling asked the MPO to send a list of ongoing projects. Mr. Delmagori said he would do that.

Ms. Westerling said the transit study needs to be done also. Mr. Delmagori said it was on the UPWP to do.

**Action:** Report was received.

**9. RED APPLE TRANSIT REPORT  
FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Red Apple Transit Report
<b>Prepared by:</b>	Robert Messenger, MPO Associate Planner
<b>Date:</b>	January 16, 2008

**RED APPLE TRANSIT**

- The January report is expected to be provided at the Technical Committee meeting.

**RECOMMENDATION**

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

**Discussion:** No statistics were provided by Red Apple so no report was received by the Technical Committee.

**10. NMDOT REPORT**

**Discussion:** No report

**11. BUSINESS FROM:**

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

12. **BUSINESS FROM FLOOR:** None

13. **ADJOURNMENT:**

Mr. Christensen adjourned the meeting at 12:00 p.m.

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Secretary, Virginia Turney

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Chair, Steve Christensen