

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
March 27, 2008 10:00 A.M.

Members Present: Steve Christensen, City of Aztec
Dave Keck, San Juan County
Julie Baird, City of Bloomfield
Martin Lucero, City of Farmington

Members Absent: Nica J. Westerling, City of Farmington

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

Staff Absent: Mike Sullivan, City of Farmington

Also present: Dr. Bob Widoe, NMDOT
Lee Cabeza De Vaca, NMDOT
Phil Gallegos, NMDOT
Sherri Grona, NWNMRPO

1. CALL TO ORDER

Mr. Keck called the meeting to order at 10:08 a.m.

2. APPROVAL OF THE MINUTES FROM THE FEBRUARY 28, 2008, TECHNICAL COMMITTEE REGULAR MEETING

Mr. Lucero made a motion, seconded by Mr. Christensen, to approve the minutes from the February 28, 2008, Technical Committee Regular Meeting. Motion passed unanimously.

3. 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:	March 18, 2008

BACKGROUND

- The MPO updates the TIP on an annual basis.
- Staff has met with the entities to revise project information.
- The TIP Introduction, priority lists, and financial plan have been developed.
- The draft FY2009-2014 TIP has been issued for public comment.

CURRENT WORK

- Final revisions have been added to the TIP, including Federal earmarks and capital outlay funding.
- A 30-day public comment period closes on April 4.
- A public hearing on the TIP will be held during the Technical Committee meeting on March 27.

ANTICIPATED WORK

- Any potential public comments will be incorporated into the final TIP document.
- The Policy Committee is expected to adopt the FY2009-2014 TIP through resolution at their April 10 meeting.
- The STIP will be revised based on the MPO TIP.

ATTACHMENTS

- FY2009-2014 TIP Introduction, Regionally-Significant, Non-Regionally Significant, and Unfunded project lists (provided under separate cover to committee members and entity staff; document also available on MPO website).

RECOMMENDATION

- It is recommended that the Technical Committee:
 - a. Hold a public hearing on the FY2009-2014 TIP.
 - b. Recommend adoption of the FY2009-2014 TIP.

Discussion: Mr. Delmagori presented the staff report. Mr. Delmagori said the MPO has met with the entities to review and update the project list. Mr. Gallegos asked if the earmark projects were on the TIP. Mr. Delmagori said they were listed.

Mr. Keck opened the public meeting. No members of the public were in attendance. Mr. Christensen asked if the earmark definitions in the TIP need to match the Federal definitions. Dr. Widoe said according to Bruce Bender the definitions need to match the Federal ones and the project needs to be listed as a whole project, but can be done in phases if necessary. Mr. Gallegos said if the entities had any questions about earmark funds to call. Mr. Keck said to follow the required steps of the Plans, Specifications, and Engineering (PS&E) process and not to spend the money before actually getting it because the funds will not be reimbursed. Mr. Gallegos said to go by the book with Federal Earmarks or the funding will be lost. Mr. Keck closed the public meeting.

Action: Mr. Lucero motioned and Ms. Baird seconded the motion to recommend adoption of the FY2009-2014 TIP to the Policy Committee. The motion passed unanimously 4-0.

4. **FY2009 UPWP**
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject:	FY2009 UPWP
Prepared by:	Robert Messenger, MPO Associate Planner
Date:	March 19, 2008

BACKGROUND

- The Unified Planning Work Program (UPWP) is the fiscal year work plan for the MPO.
- The FY2009 UPWP is anticipated to be adopted in April.
- Entities were asked to submit new projects and other planning tasks to be accomplished by the MPO by March 7.
- The most important project in FY2009 will be starting the update to the Metropolitan Transportation Plan.

CURRENT WORK

- Staff has developed a list of activities that are expected to be included in the FY2009 UPWP.
- Staff reviewed the UPWP with the Technical Committee on February 28 and with the Policy Committee on March 13.
- The budget is based on funding estimates received so far from NMDOT.
- The final draft is provided for final review and action.

ATTACHMENTS

- Final Draft of the FY2009 UPWP (provided under separate cover to the committee members and entity staff; also available on the MPO website).

UPWP SCHEDULE

MONTH	ACTION
January-February 2008	Issue the Call for Projects
February - March 2008	Develop UPWP program areas
March 27, 2008	Technical Committee recommends approval of UPWP
April 10, 2008	Policy Committee approves the FY2009 UPWP

RECOMMENDATION

- It is recommended that the Technical Committee recommend Policy Committee approval of the FY2009 UPWP.

Discussion: Mr. Messenger said the UPWP is the work plan for the MPO. The MTP update will be divided into two work years. Mr. Messenger presented the UPWP project areas.

Dr. Widoie asked who is doing the traffic model update. Mr. Delmagori said the MPO has contracted PTV America to do the traffic model.

Dr. Widoie suggested the MPO keep track of the actual time spent on each project which would be used to justify the budget for the projects in future years, including the MTP.

Mr. Christensen said the Technical Committee needs to get the Policy Committee to work with them and to understand the MPO's significance and not to be just a rubber stamp for the Technical Committee. He suggested there may need to be policies approved that change the philosophy of the MPO. Mr. Christensen said the Policy Committee needs to understand the need for multi-modal forms of transportation and why the MPO is spending money on developing those forms of transportation.

Mr. Christensen said the committees should hold a joint meeting to discuss the UPWP and the MTP. Mr. Delmagori said that would be a good idea and the bicycle/pedestrian plan as well as the access management plan could be discussed. Dr. Widoie suggested the MPO use the model Sandra Maez uses for the Northern Pueblos RPO joint committee trainings and discussions. Dr. Widoie said that LTAP could provide some training as well. Mr. Gallegos said there could be workshops for both the Technical Committee and Policy Committee. Mr. Keck expressed caution, stating that changes will require new personnel and additional funding for support. Mr. Delmagori said the MPO would work on setting up a joint workshop training meeting with both committees.

Mr. Delmagori said the UPWP can be amended at any time. Dr. Widoie said the MPO has always done more work than what is in the UPWP.

Ms. Baird asked if the Policy Committee would need to approve amendments to the UPWP. Mr. Delmagori said they would need to approve changes.

Action: Mr. Christensen motioned and Mr. Lucero seconded the motion to recommend approval of the UPWP to the Policy Committee. The motion passed unanimously 4-0.

5. BICYCLE/PEDESTRIAN PLAN
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject:	Bicycle/Pedestrian Plan
Prepared by:	Robert Messenger, MPO Associate Planner
Date:	March 19, 2008

BACKGROUND or PREVIOUS WORK

- The Technical and Policy Committees have reviewed the list of proposed walking and biking projects, evaluation criteria and policies.
- The Policy Committee approved the walking and biking policies and evaluation criteria for prioritizing projects at the March 13 meeting.
- The Bicycle/Pedestrian Advisory Group (BPAG) has voted for their top projects from the walking and biking improvement list.

CURRENT WORK

- Develop draft lists and maps of walking and biking projects for the MPO region and for local projects in Aztec, Bloomfield, and Farmington.
- Develop draft of bicycle/pedestrian standards for all road classifications as well as for new commercial and residential developments.
- Develop draft of funding sources with summary information on who provides funding, what will/ will not be funded, and how to apply.

ANTICIPATED WORK

- Review and refine draft of bicycle/pedestrian standards.
- Review and refine cost estimates for proposed projects.
- Work with entity staff to evaluate and prioritize projects:
 1. Into MPO region and entity-specific lists; and,
 2. Into short, medium, and long range lists

BACKUP MATERIAL

- BPAG list of walking and biking improvements with voting results.
- Draft of MPO regional list of walking and biking projects.
- Draft walking and biking standards.
- Large maps will be available at the meeting for review.

RECOMMENDATION

- It is recommended that the Technical Committee review the draft list and maps of MPO regional walking and biking improvements and suggest revisions/deletions/additions to the list.

Discussion: Mr. Messenger presented the staff report. On page 22 of the agenda are the projects the MPO is considering regionally significant. The BPAG said that off-road facilities are something they want, however, there may be many right-of-way issues for those projects. Mr. Messenger said most of the results show many projects in the northeast area of Farmington.

Ms. Baird said there was a bar missing on the bike graph in the biking survey results. Mr. Messenger said he would fix the graph.

Mr. Messenger said the surveys received show that most bicyclists and pedestrians want a safe route. There are also many people using the same streets that have been recommended for bike and pedestrian improvements. He suggested these roads could be candidates for 'complete streets'. Mr. Messenger said the survey results might be skewed because most are from Andrea-Kristina's. Mr. Messenger said it might be a good idea to put the survey in a local place in Aztec and Bloomfield. Mr. Lucero said the results would be different in different areas. Ms. Grona added that in Bloomfield the results would be mostly from oil and gas employees. Ms. Baird said the surveys would need to be placed in areas that non-oil field employees frequent as oil-field workers drive to the field. Mr. Lucero said the surveys need to be placed in many areas to get a good feedback. Mr. Delmagori said the surveys will give the MPO a picture of what people may want.

Mr. Messenger said the MPO is reviewing the county road standards and it has been suggested that wider shoulders be required on roads to provide paved bike path. Mr. Keck said the plan was good, but he did not think the county would be able to ask for that much right of way.

Mr. Keck said the other issues are some of the county roads have different speed limits and it is almost impossible to change those speed limits, which would make biking on some roads really dangerous.

Mr. Lucero said he wants the Policy Committee members input before doing much more on this plan. He added the entities have a very tight budget and there is no way a good deal of the plan could be implemented due to the lack of funding. Mr. Lucero said the Policy Committee needs some guidance on this plan. Dr. Widoe said there is no mandate on any of this plan, but it would help in planning for the future. Mr. Lucero said he understood that it was not a mandate but the Policy Committee will have a hard time justifying and understanding the overall effect of the plan.

Ms. Baird suggested the Policy Committee and Technical Committee meet for a joint workshop to discuss the bicycle/pedestrian plan as well as the access management plan. Mr. Lucero agreed because both the plans will have a huge impact on the future development of the area. Mr. Christensen said one of the real issues will be the lack of funding and most will not want to commit to projects that will not have funding.

Mr. Cabeza de Vaca mentioned LTAP is in the early stages of organizing a training on pedestrian and bicycle trail planning. It might occur in either May or June, and he will keep the MPO informed.

Mr. Delmagori said the plan is in stages now and not ready to be adopted so it can be changed. Mr. Delmagori also agreed that there needs to be a joint work session and the MPO would coordinate that meeting. Mr. Christensen suggested that it be scheduled to be a longer meeting so the bicycle pedestrian plan, the access management plan and other issues be discussed.

Action: Mr. Lucero motioned and Mr. Christensen seconded the motion to have the MPO continue working on both plans. The motion passed unanimously 4-0.

**6. ACCESS MANAGEMENT PLAN
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Access Management
Prepared by:	Joe Delmagori, MPO Planner
Date:	March 18, 2008

BACKGROUND or PREVIOUS WORK

- Access Management policies have been finalized with the Technical Committee.
- Definitions and functions for eight road classifications have been identified.

- Typical road sections have been developed.
- Standards and objectives to support the policies have been identified.

CURRENT WORK

- Staff will hold a discussion with the Technical Committee on previous and upcoming work related to access management.

ANTICIPATED WORK

- Finalize typical road sections.
- Develop standard intersection and driveway spacing and corner clearance.
- Access management standards for medians.

BACKUP MATERIAL

- Policies and supporting standards.

RECOMMENDATION

- It is recommended that the Technical Committee receive a status report on the Access Management Plan.

Discussion: Mr. Delmagori said the road sections and definitions need to be discussed. The Access Management Plan (AMP) will need to reflect multi-modal aspects. Due to some concerns by the Technical Committee, the MPO will take additional time developing typical road sections and access standards. Mr. Delmagori presented the policies and said the adoption of the AMP does not need to be done quickly.

Mr. Gallegos said the NMDOT needs the entities, contractors and engineers to follow the NMDOT access permit policy and he has been told the state will file injunction orders on all non-permitted access to state roads. Ms. Baird asked who needs to send in the permits for review. Mr. Gallegos said anyone who is planning to have new access to state highways and roads. Mr. Gallegos said there is a checklist that must have all the requirements done before access will be granted. Mr. Christensen asked if a large subdivision was constructed but did not directly access a state road or highway would there need to be an access permit from the NMDOT. Mr. Gallegos said the NMDOT would like the application to come in just so it can be reviewed and available to the state for planning purposes. Mr. Keck said the county sends all applications to the state for review. Mr. Christensen said he would have the City of Aztec start doing this too.

Mr. Gallegos gave the example of a large subdivision in Edgewood that did not directly access a state highway but fed much of its traffic onto the state highway. Mr. Keck said those roads and subdivisions can also cause serious drainage issues. Mr. Gallegos agreed and said that subdivision run off can also hurt state highways and roads. Mr. Christensen said all the local utilities should be informed of driveway cuts and subdivision access. Mr. Gallegos said the state and local entities do need to stop development access that does not meet standards. Mr. Gallegos said that many of the highways in New Mexico do have driveway and access

problems because the standards are not enforced. He also mentioned that NMDOT will be reissuing the letter about access permits to the local entities.

Mr. Keck said this is why the MPO must keep working on the AMP and the Technical Committee and Policy Committee should hold a joint meeting to discuss AMP and the Bicycle/Pedestrian Plan. Ms. Baird said it would be a good idea to get the reaction of the Policy Committee and to be able to explain why the AMP is important to the entire area. Mr. Gallegos said the AMP would cover liability issues as well.

Action: Report was received.

7. SOCIOECONOMIC DATA
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject:	Socioeconomic Data
Prepared by:	Joe Delmagori, MPO Planner
Date:	March 18, 2008

BACKGROUND or PREVIOUS WORK

- Staff completed 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 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.
- Collection, analysis, and assignment of employment data from the oil and gas industry to TAZ.
- Collection, analysis, and assignment of major employer data to TAZ.
- PTV was contracted to update and expand the travel model for the MPO.

CURRENT WORK

- In communication and participating in tutorials with PTV America.
- Providing the consultant with traffic count data and the updated land use data for 2005 and 2030.

ANTICIPATED WORK

- PTV will begin to calibrate/validate and expand the model to have AM Peak Hour and Daily capabilities (3 month process).
- Work with entities to develop a mid-forecast year (~2012) based on updated base year data.

BACKUP MATERIAL

A summary table of tasks and timeframes associated with this activity.

RECOMMENDATION

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

Discussion: Mr. Delmagori presented the staff report and said the MPO is working with PTV America on the land use model.

Action: Report was received.

8. NMDOT REPORT

Discussion: Mr. Gallegos said the entities need to have the earmark projects listed in the STIP and TIP to follow the Federal standards and definitions or the funding could be lost. Mr. Gallegos said the entities need to watch not getting on the Federal trigger list because the funding could be pulled because FHWA is looking for any reason to take funding back. Ms. Baird said that she has been sending monthly updates for this reason. Mr. Gallegos said the updates need to be in on the 20th of each month. Mr. Keck said he will start submitting the reports earlier and making sure he checks the list of requirements. Mr. Gallegos said he can provide the check list. Dr. Wideo said that if the entities follow procedure the earmark funding would be good forever. Ms. Baird asked if the CDBG earmark funding would fall under the same requirements. Mr. Gallegos said he did not know but could find out and let Ms. Baird know.

Dr. Wideo said there will be a 30 million dollar rescission and this is the first time the Feds have specifically said what funds will be rescinded. Dr. Wideo said the rescission will not affect current projects but the potential of future projects being funded is questionable.

Dr. Wideo said the final GRIP2 bonds for this year will be sold soon and the total will be around \$14 million. However, there are \$69 million worth of projects competing for this money. Dr. Wideo said the legislature is going to give the funding to the projects that are most ready.

Action: Report was received.

9. INFORMATION ITEMS

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Information Items
Prepared by:	Joe Delmagori, MPO Planner
Date:	March 19, 2008

INFORMATION ITEMS

- a. New Ozone Standards.** EPA has issued the final rule on the new ozone standards. The primary 8-hour standard went from 0.08 parts per million units of air (ppm) to 0.075. Stations in San Juan County show this area is at 0.070 ppb. More information is attached.

- b. **Safe Routes to School Webseminar.** On March 18, staff attended a webseminar that described how to start a SRTS program with zero funding. Steps included assembling partners, gathering volunteers, and working with the media to promote the event. It described some strategies for implementing and sustaining the program.
- c. **Other**

Discussion: Mr. Delmagori reported the EPA had issued the final rule on the new ozone standards and even with the change, the MPO area is still in attainment, which means there is nothing to be done presently. However, if the MPO does reach non-attainment status the UPWP will need to include Air-Quality projects and programs. Mr. Christensen asked what would happen if the MPO area reached non-attainment. Mr. Gallegos said that emission testing would be done. Dr. Widoe added that Particulate Matter (PM 10 &12) would also need mitigation.

Mr. Delmagori said there was a webseminar for Safe Routes to School on March 18. He suggested this program could be a way to reduce vehicle emissions and improve air quality. Dr. Widoe said there are funds available for the entities in the state for this program.

Action: Report was received.

10. BUSINESS FROM:

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

11. BUSINESS FROM FLOOR: None

12. ADJOURNMENT:

Mr. Christensen motioned and Ms. Baird seconded the motion to adjourn the meeting. Mr. Keck adjourned the meeting at 12:02 p.m.

Secretary, Virginia Turney

Vice chair, Dave Keck