



# **A G E N D A**

## **Farmington Metropolitan Planning Organization Policy Committee Meeting**

**Commission Chambers  
San Juan County Administrative Building  
100 S Oliver  
Aztec, NM**

**April 10, 2008  
5:30 p.m.**

**AGENDA**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**POLICY COMMITTEE MEETING**  
**April 10, 2008 5:30 PM**

This meeting will be held in the Commission Chambers, San Juan County Administration Building, 100 S Oliver, Aztec, New Mexico.

| <b>ITEM</b>  | <b>PAGE</b> |
|--|-------------|
| 1. Call meeting to order.  |             |
| 2. Approve the minutes from the March 13, 2008 Policy Committee meeting.   | <b>1</b>    |
| 3. Annual Election of Officers.  | <b>12</b>   |
| 4. Adopt the FY2009-2014 Transportation Improvement Program ( <i>PC Resolution 2008-2</i> ).   | <b>13</b>   |
| 5. Adopt a resolution approving the annual MPO Self-Certification document ( <i>PC Resolution 2008-3</i> ).  | <b>16</b>   |
| 6. Approve the FY2009 Unified Planning Work Program (UPWP).  | <b>22</b>   |
| 7. Approve the Letter of Support for the Aztec Chamber of Commerce Scenic Byways application.  | <b>23</b>   |
| 8. Receive a status report on the Bicycle/Pedestrian Plan.   | <b>30</b>   |
| 9. Receive a status report on the update to the regional travel demand model.  | <b>54</b>   |
| 10. Receive a report from NMDOT.<br>a. District 5 ( <i>David Martinez</i> )<br>b. Planning Division ( <i>Bob Widoe</i> )   |             |
| 11. Information Items<br>a. New Ozone Standards.<br>b. Safe Routes to School Webseminar<br>c. Aztec Transportation Network Study Final Report.<br>d. Access Management Standards.<br>e. NMDOT BPE Quarterly Meeting – May 15 in Aztec.<br>f. Joint Policy & Technical Committee meeting – Summer 2008.<br>g. Other | <b>56</b>   |
| 12. Business from:<br>a. Chairman<br>b. Members<br>c. Staff  |             |
| 13. Business from the Floor  |             |

**ATTENTION PERSONS WITH DISABILITIES:** If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the MPO Officer at the Farmington Community Development Office, 805 Municipal, Farmington, New Mexico, at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the MPO Officer at the Farmington Community Development office if a summary or other type of accessible format is needed.

**Minutes  
Farmington Metropolitan Planning Organization  
Policy Committee Meeting  
March 13, 2008**

The Policy Committee of the Farmington Metropolitan Planning Organization met on Thursday, March 13, 2008, at 5:30 p.m. in the Bloomfield Council Chambers, 915 N. 1<sup>st</sup> Street, Bloomfield, New Mexico.

Members Present:

Dan Darnell, City of Farmington  
Mayor William Standley, City of Farmington  
Chairman Dr. Henderson, San Juan County  
Sam Hinson, City of Bloomfield

Members Absent:

Sally Burbridge, City of Aztec

Staff Present:

Joe Delmagori, MPO Planner  
Robert Messenger, MPO Associate Planner  
Virginia Turney, Secretary

Staff Absent

None

Also Present:

Dr. Bob Widoe, NMDOT  
Steve Christensen, Technical Committee

**1. CALL TO ORDER**

Dr. Henderson called the March 13, 2008, Policy Committee meeting to order at 5:35 p.m.

**2. APPROVAL OF THE MINUTES FROM THE January 17, 2008, POLICY COMMITTEE MEETING**

Mr. Darnell motioned and Mr. Hinson seconded the motion to approve the minutes from the January 17, 2008, meeting.

**3. 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>        | March 3, 2008                           |

**BACKGROUND or PREVIOUS WORK**

- The Technical Committee has recommended Policy Committee approval of the walking and biking policies and evaluation criteria for prioritizing projects.
- The Bicycle/Pedestrian Advisory Group (BPAG) has gone through the second and third iterations of selecting draft lists of the top 20-30 priority projects at the January 29 and February 19 meetings, respectively.

**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.
- Refinement of cost estimates for proposed projects.

**ANTICIPATED WORK**

- Work with entity staff to evaluate and prioritize projects:
  1. Into short, medium, and long range lists on the regional level; and,
  2. Into local entity-specific lists
- Development of bicycle/pedestrian standards for all road classifications as well as for new commercial and residential developments.
- Determine potential funding sources.
- Revise draft of bicycle/pedestrian plan.

**BACKUP MATERIAL**

- Evaluation criteria to be used to rank and prioritize regional walking and biking improvements.
- Walking and biking policies.
- BPAG list of walking and biking improvements with voting results.
- Draft of MPO regional list of walking and biking projects.
- Draft map of pedestrian and bicycle networks for the MPO region. Large maps will be available at the meeting for review.

**RECOMMENDATION**

- It is recommended that the Policy Committee:
  1. Approve criteria to be used to rank and prioritize regional walking and biking improvements
  2. Approve walking and biking policies
  3. Review BPAG voting for walking and biking improvements
  4. Review the draft list and map of MPO regional routes

**Discussion:** Mr. Messenger said the Technical Committee has reviewed the projects, policies and criteria and recommended approval of the criteria and policies. Mr. Messenger said BPAG has voted on the improvements. Mr. Darnell asked if the voting was done by different people at the different meetings or if it was the same people showing up at all the meetings and voting on the same improvements. Mr. Messenger said there was some overlap with some BPAG voting and that is why the BPAG has only a partial say in the process.

Mr. Messenger said the MPO has received approximately 100 surveys regarding the plan and staff will need to put the information into a useable form.

Mr. Hinson asked if the responses were from equally divided MPO areas. Mr. Messenger said most responses were coming from the Northeast part of Farmington. Mr. Christensen said the Technical Committee had discussed how the advertisements need to change so people in other cities would feel welcome at the meetings. Mr. Christensen said the combined ATOS/BPAG meeting worked well at getting other input from different areas. Mr. Messenger said there was a good cross-section of the public at that meeting. Dr. Wido said that getting public participation was a problem throughout the entire state, especially for biking and walking plans.

Mayor Standley suggested including Leadership San Juan in any outreach efforts for walking and biking surveys. Linda Benson is part of the Alumni Association for this group, and it would be a good idea to contact her to get with that organization for information as well.

Mr. Darnell asked if only the criteria and policies were to be approved. Mr. Messenger said they were to be approved.

**Action:** Mr. Darnell motioned and Mr. Hinson seconded the motion to approve criteria to be used to rank and prioritize regional walking and biking improvements and to approve walking and biking policies. The motion passed unanimously, 4-0.

**4. 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>        | March 4, 2008  |

**BACKGROUND**

- 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 draft FY2009-2014 is available for public comment.

### CURRENT WORK

- The TIP Introduction section has been updated, which includes a list of federally funded projects in the MPO, the TIP priority lists, and TIP financial plan.
- Regionally significant projects have been updated during discussions with the entities.
- Non-regionally significant and unfunded requests are provided as Appendix A.
- The required 30-day public comment period on the draft TIP is open from Wednesday, March 5 through Friday, April 4.
- The Policy Committee is asked to review the draft TIP on March 13.

### ATTACHMENTS

- Draft TIP Introduction, including the priority lists and financial plan.
- Regionally-Significant, Non-Regionally Significant, and Unfunded projects expected to be part of the FY09-14 TIP.

### TIP SCHEDULE

| TIMEFRAME                      | ACTION  |
|--------------------------------|---|
| 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  |
| February 28, 2008              | The Technical Committee develops a TIP priority list; approves the draft TIP to publish for the 30-day public comment period. |
| Early March – early April 2008 | 30-day Public Comment period is opened  |
| March 27, 2008                 | Technical Committee holds a public hearing on and recommends adoption of TIP  |
| April 10, 2008                 | Policy Committee adopts the FY2009-2014 TIP   |

### RECOMMENDATION

- It is recommended that the Policy Committee review the draft FY2009-2014 TIP.

**Discussion:** Mr. Delmagori presented the staff report and explained the MPO updates the TIP on an annual basis. The existing TIP projects have been revised where necessary and new TIP projects have been added. Mr. Delmagori said the Technical Committee had reviewed the TIP. Mr. Christensen added the Technical Committee had reviewed the TIP and had added projects and revised other projects.

Mr. Christensen said the Technical Committee had changed some wording on projects to match Federal statements. Dr. Widoe said it was necessary to match the FHWA wording on the projects so FHWA could more easily track Federal funding. Dr. Widoe said the wording would need to remain the same on the TIP and STIP. Mr. Delmagori said he took the literal descriptions from the FHWA information and put it directly into the TIP.

Mayor Standley asked if all the projects on the TIP had funding. Mr. Delmagori said the projects should have a dedicated funding source. Mayor Standley asked if the funding

for the FY2008 projects was in place. Mr. Delmagori said the Federal share of funding listed in the TIP for the FY2008 projects is in place.

Mayor Standley asked where the cost estimations came from. Mr. Delmagori said the MPO had met with the entities staff as well as the NMDOT to determine cost estimations. Mayor Standley asked if the Federal Earmark funding could be in jeopardy if the project was not completed in time. Dr. Widoie said the Federal Earmark funding is set and as long as the project is slated to be done the earmark will remain.

Mr. Darnell said the only earmark he could find was Pinon Hills Boulevard. Mr. Delmagori said the other earmarks were listed and explained where the earmarks were listed.

Mr. Delmagori asked if the state had any information on the Capital Outlay. Dr. Widoie said he had not seen the list yet. Mr. Christensen said he heard the City of Aztec project made it through. Mr. Darnell asked if the County Road 390 project was the same City of Farmington Capital Outlay project. Mr. Delmagori said he would need to consult with Ms. Westerling and would report back.

**Action:** Policy Committee reviewed the FY2009-2014 TIP.

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

|                     |   |
|---------------------|---|
| <b>Subject:</b>     | FY2009 UPWP                             |
| <b>Prepared by:</b> | Robert Messenger, MPO Associate Planner |
| <b>Date:</b>        | March 4, 2008                           |

**BACKGROUND**

- The Unified Planning Work Program (UPWP) is the fiscal year work plan for the MPO.
- The FY2009 UPWP will cover work activities from July 1, 2008 through June 30, 2009.
- Entities are asked to submit new projects and other planning tasks to be accomplished by the MPO during UPWP development.
- The most important project in FY2009 will be starting the update to the Metropolitan Transportation Plan.

**CURRENT and ANTICIPATED WORK**

- Staff has developed a draft list of activities, products, and timeframes expected to be included in the FY2009 UPWP.
- A draft budget is also provided based on estimates from PL and 5303 funding letters provided by NMDOT.
- Staff will review and modify the draft FY2009 UPWP with the Policy Committee on March 13.

- UPWP development will continue during March.
- The MPO will seek approval of the annual work plan in April.

#### ATTACHMENTS

- Draft FY2009 UPWP describing activities by program area and estimated MPO budget.

#### 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 Policy Committee review the draft FY2009 UPWP and suggest revisions/additions/deletions to the UPWP.

**Discussion:** Mr. Messenger presented the staff report and said starting the MTP will be the most important project within the upcoming year. The Access Management Plan, Bicycle/Pedestrian Plan, Aztec Network Study, Traffic Counts, ITS and other general development projects will continue. Mr. Messenger presented the long range UPWP projects.

Mr. Darnell asked if Safe Routes to School (SR2S) was part of the UPWP. Mr. Messenger said it was. Mr. Darnell asked if CBDG funds could be combined with SR2S funding. Dr. Widoe said it would be possible. Dr. Widoe said there is three years' worth of accumulated funds and entities can request up to \$200,000. He also said entities can use Community Development Block Grant (CDBG) monies as leverage for SR2S grants. Dr. Widoe said the SR2S funding had to be used within a 2-mile area from a school. Mr. Darnell said he would like to look into getting SR2S funding. Dr. Widoe said one of the biggest disadvantages is the schools have to put up the funding first and then be reimbursed, which makes many school administrators not want the funding.

Mr. Delmagori presented the UPWP budget and explained the MTP funding. Mr. Delmagori explained the reason for the increase in the budget is because of the MTP update; however, the MPO could receive additional funding to cover the MTP.

Mayor Standley asked for an explanation of the local overmatch. Mr. Delmagori explained the PL and 5303 don't cover all the MPO expenses and the MPO will need to use local overmatch funding by the end of the fiscal year. Mr. Delmagori said the MPO has never used the entire local overmatch and from past years only needs to use that funding around the last half of the third quarter and the fourth quarter. Mr. Delmagori said the approximate estimate of \$160,000 for the MTP update was included in the local overmatch and the amount will be split 50-50 for FY09 and FY10, and be shown as \$83,000 for FY2009.

**Action:** Report was received.

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

|                     |                            |
|---------------------|----------------------------|
| <b>Subject:</b>     | Access Management          |
| <b>Prepared by:</b> | Joe Delmagori, MPO Planner |
| <b>Date:</b>        | March 4, 2008              |

**BACKGROUND or PREVIOUS WORK**

- Access Management policies have been finalized with the Technical Committee.
- Definitions and functions for eight road classifications and their respective typical road sections have been completed.
- Standards and objectives to support the policies have been identified.

**CURRENT WORK**

- Typical urban and rural road sections are provided for review.
- For some section, variations are provided to compensate for all anticipated scenarios
- The sections are intended to show the ideal placement of all elements when a road section reaches full build out.

**ANTICIPATED WORK**

- Spacing standards for signalized and unsignalized intersections will be discussed by the Technical Committee.
- Develop standards for driveway spacing and corner clearance.
- Access management standards for medians.

**BACKUP MATERIAL**

- Policies and supporting standards.
- Draft urban and rural road section diagrams.

**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. The Technical Committee has reviewed the access management policies and definitions and functions for eight road classifications and their respective typical road sections. Mr. Delmagori said the Technical Committee is still discussing the access and driveway issues.

Mr. Hinson asked if the NMDOT standards were used. Mr. Delmagori said they had been used as well as the entity standards.

Mr. Darnell said there is an access study that was done in Detroit which dealt with left-hand turns and asked if the MPO had reviewed the study. Mr. Delmagori said he had not heard of the study but would investigate it further.

Mr. Darnell said he had heard of some concerns about how the entities would work together on this plan and its implementation. Mr. Delmagori said the MPO would like to have the plan in place for the entire MPO area so development would be uniform throughout the area.

Mr. Christensen said the Technical Committee is not close on finalizing the plan and both the City of Aztec and San Juan County had many issues with the plan and neither entity is comfortable with bigger roads. Mr. Christensen added that it would be harder for people, including school children, to cross the bigger roads.

Mr. Hinson asked if the standards could be different from the DOT standards. Mr. Delmagori said the standards need to meet the DOT requirements. Dr. Widoe said they have to meet the DOT standards, but if an entity wants more stringent standards the DOT would have no problems with that.

Mr. Delmagori said road sections and design issues are still being discussed by the Technical Committee and once some conclusions are reached they will be forwarded to the Policy Committee.

**Action:** Report was received.

**7. 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>        | March 3, 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.
- 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.

**CURRENT WORK**

- Completing the update to the base and forecast years.

- Reviewing existing land use data in TAZ that may require more evaluation of employment amounts and categories.
- Developing work tasks and schedules with PTV America, the consultant hired to update and expand the model for the MPO.

**ANTICIPATED WORK**

- Meet with entities to review the data collection and data distribution to TAZ.
- Continue working with 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**

- A table showing tasks and timeframes associated with this activity.

**RECOMMENDATION**

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

**Discussion:** Mr. Messenger said the land use data collection update is 90-95% complete and the MPO is working with PTV on the model. Mr. Delmagori said it would take approximately three more months for PTV to finish the update and expansion of the regional model.

**Action:** Report was received.

**8. AZTEC TRANSPORTATION NETWORK STUDY (TNS)  
FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

|                     |  |
|---------------------|--|
| <b>Subject:</b>     | Aztec Transportation Network Study (TNS) |
| <b>Prepared by:</b> | Joe Delmagori, MPO Planner               |
| <b>Date:</b>        | March 3, 2008                            |

**BACKGROUND or PREVIOUS WORK**

- On November 8<sup>th</sup>, Wilson & Co. provided a status report of the Aztec TNS:
  - Total of 65 intersection turn counts taken in September and October
  - There were 17 tube counts taken (48 hr, 7-day volume and classification counts).
  - Level of Service Analysis completed in January.
  - Origin-Destination data taken on October 11<sup>th</sup> and results were provided in the draft Aztec TNS report.
  - The draft report was made available for review in January.

### CURRENT WORK

- NMDOT consultants met to review the draft report on February 20:
  - On NM 516, 2 signalized intersections and 4 unsignalized intersections have an LOS F rating.
  - US 550 has one LOS F rating.
  - After matching traffic entering and exiting the study area, it was concluded that 76% of traffic begins/ends in Aztec and 24% of traffic travels through.
  - A final report on the Aztec TNS will be issued in March.
  - Local entity and MPO work related to this study will be developed in the coming months.

### BACKUP MATERIAL

- February 20 agenda that includes the project update.
- February 20 meeting minutes describing changes and revisions to the draft report.

### RECOMMENDATION

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

**Discussion:** Mr. Delmagori presented the staff report. Mr. Delmagori said there are six intersections on NM516 with an LOS F rating and one on US 550 with an LOS F rating.

Mr. Delmagori said Wilson & Co. will have the final report done by the end of the month and the MPO work for the project has been put into the UPWP for next year.

**Action:** Report was received.

## 9. NMDOT REPORT

**Discussion:** Dr. Widoie said he had already discussed the earmark issue. Dr. Widoie said Mike Procter of FHWA will be doing some training on modern roundabouts throughout the state and he is encouraging the public to attend.

Dr. Widoie said that August 15 is the drop dead date to get project certifications into FHWA. Dr. Widoie said he will be willing to work with the entities on the certification.

Dr. Widoie said Royce Gchachu of Zuni Pueblo is now one of two chairs of the NWRPO. The June 11<sup>th</sup> meeting of the NWRPO is tentatively scheduled in San Juan County.

Dr. Widoie said the NWNMCOG is planning on holding town hall meetings to discuss House Memorial 35 at the Tamaya resort. Mr. Darnell asked if it was just a northwest meeting. Dr. Widoie said it was a state wide meeting.

Dr. Wideo informed the Technical Committee that on May 14<sup>th</sup> and 15<sup>th</sup> the Bicycle Pedestrian Equestrian quarterly meeting will be held in Aztec.

Dr. Wideo said GRIP II had some adjustments to funding because the New Mexico Finance Authority (NMFA) originally did a conservative estimate of bonding capacity. After reviewing the original estimate, the NMFA determined that there is an additional 3.5 million dollars in bonding capacity. The NMFA will sell the remainder of 2008 bonds in June. Only 14 million dollars is available for 2009 that has not already been obligated and there are 69 entities competing for this amount.

Dr. Wideo said the LTAP training academy in Roswell has considerable training facilities and materials and Tom Platero with the Navajo DOT is the Chair of the LTAP Advisory Committee. Dr. Wideo encouraged the Technical Committee to have the entities use the LTAP resources. Mr. Hinson said the City of Bloomfield has used the training in the past with good results.

**Action:** Report was received.

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

|                     |                            |
|---------------------|----------------------------|
| <b>Subject:</b>     | Information Items          |
| <b>Prepared by:</b> | Joe Delmagori, MPO Planner |
| <b>Date:</b>        | March 3, 2008              |

**INFORMATION ITEMS**

- a. **Red Apple Transit Report.** Ridership surpassed the 100,000 passenger mark in 2007. The latest ridership reports are attached.
- b. **Year of Expenditure Meeting.** According to SAFETEA-LU, revenue and cost estimates for the MTP need to use inflation rates for 'year of expenditure dollars'. The FMPO will likely use 2% for estimating outer year estimates during the MTP update.
- c. **FY2008 UPWP 2<sup>nd</sup> Quarter Report.** The 2<sup>nd</sup> Quarter report summarizes MPO activities between October and December 2007. It is available on the MPO website.
- d. **Quarterly Newsletter.** The current newsletter is available on the MPO website.
- e. **Other**

**Discussion:** Mr. Delmagori presented the staff report.

**Action:** Report was received.

**12. Business**

- a. **Chairman** – none
- b. **Members** – none
- c. **Staff** – Mr. Messenger mentioned he is resigning as Associate Planner. The Policy Committee and staff thanked him for his time and his work done with the MPO.

**13. Business from the Floor**

None

**14. Adjournment**

Mr. Hinson motioned and Mr. Darnell seconded the motion to adjourn the meeting. Dr. Henderson adjourned the meeting at 7:17 p.m.

\_\_\_\_\_  
Chair, Dr. Jim Henderson

\_\_\_\_\_  
Secretary, Virginia Turney

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

|                     |                             |
|---------------------|-----------------------------|
| <b>Subject:</b>     | Annual Election of Officers |
| <b>Prepared by:</b> | Joe Delmagori, MPO Planner  |
| <b>Date:</b>        | April 1, 2008               |

**CURRENT WORK**

- On an annual basis, the Policy 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 Bylaws and Operating Procedures document.
- The Vice-Chair presides over the meetings in the absence of the Chair.

**RECOMMENDATION**

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

**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>        | April 1, 2008  |

#### **BACKGROUND**

- The MPO updates the TIP on an annual basis.
- The entities and each MPO committee have reviewed and provided comments on the draft FY2009-2014 TIP.
- No public comments on the TIP were received during the 30-day comment period or during the public hearing held on March 27.
- The Technical Committee recommended adoption of the FY2009-2014 TIP on March 27.

#### **CURRENT WORK**

- The TIP Introduction section has been completed, which includes a list of federally funded projects in the MPO, the TIP priority lists, and TIP financial plan.
- Staff completed final revisions to the regionally significant project list.
- Non-regionally significant and unfunded requests are provided as Appendix A.

#### **ATTACHMENTS**

- Final Draft of the FY2009-2014 TIP (provided under separate cover to committee members and entity staff; document also available on MPO website).

#### **TIP SCHEDULE**

| <b>TIMEFRAME</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  |
| February 28, 2008       | The Technical Committee develops a TIP priority list; approves the draft TIP to publish for the 30-day public comment period. |
| March 5 – April 4, 2008 | 30-day Public Comment period  |
| March 27, 2008          | Technical Committee holds a public hearing on and recommends adoption of TIP  |
| April 10, 2008          | Policy Committee adopts the FY2009-2014 TIP   |

#### **RECOMMENDATION**

- It is recommended that the Policy Committee adopt the FY2009-2014 TIP through PC Resolution 2008-2.<sup>1</sup>

<sup>1</sup> Full TIP can be found on the MPO Website and at the MPO Office.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
RESOLUTION NO. 2008-2

A Resolution Adopting the Farmington Metropolitan Planning Organization  
FY2009-2014 Transportation Improvement Program

WHEREAS, federal law requires that Metropolitan Planning Organizations develop a fiscally constrained Transportation Improvement Program (TIP) for the region at least every four years; and

WHEREAS, the Farmington MPO Technical Committee has agreed to update the TIP on an annual basis; and

WHEREAS, the TIP is based on and consistent with the 25 year long-range Metropolitan Transportation Plan for the MPO; and

WHEREAS, the TIP meets federal requirements by including a priority list of projects, a financial plan, and a list of regionally significant projects; and

WHEREAS, several opportunities for public involvement were provided throughout the TIP update process in accordance with the adopted Public Participation Plan, including a call for projects in December 2007, a 30-day public review and comment period on the draft TIP, and a public hearing on March 27, 2008; and

WHEREAS, comments and revisions on the draft TIP have been addressed and included with the final TIP; and

WHEREAS, the FY2009-2014 TIP is consistent with the MPO's adopted Vision, Mission, and Goals; and

WHEREAS, the proposed projects are in accordance with the adopted Objectives and Evaluations Criteria; and

WHEREAS, the proposed TIP was developed in coordination with the New Mexico Department of Transportation, the entities, and Red Apple Transit; and

WHEREAS, the MPO Technical Committee has reviewed the draft TIP and recommends its adoption;

NOW, THEREFORE, BE IT RESOLVED BY THE POLICY COMMITTEE OF  
THE FARMINGTON METROPOLITAN PLANNING ORGANIZATION:

That the Farmington Metropolitan Planning Organization hereby adopts the Farmington MPO FY2009-2014 Transportation Improvement Program.

PASSED, SIGNED, APPROVED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
Dr. James Henderson, Chair

\_\_\_\_\_  
Virginia Turney, Secretary

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

|                     |                                 |
|---------------------|---------------------------------|
| <b>Subject:</b>     | MPO Self-Certification Document |
| <b>Prepared by:</b> | Joe Delmagori, MPO Planner      |
| <b>Date:</b>        | April 1, 2008                   |

**CURRENT WORK**

- As stated in 23 CFR 450.334, the MPO is required to complete the self-certification process annually.
- Self-certification indicates that the MPO is addressing the transportation planning process and major issues within the metropolitan area.
- The self-certification document will become part of the MPO FY2009 UPWP.

**ATTACHMENTS**

- The MPO Self-Certification document, including supplemental information that summarizes how the MPO is effectively carrying out the planning process and its requirements.
- PC Resolution 2008-3.

**RECOMMENDATION**

- It is recommended that the Policy Committee adopt Resolution 2008-3, finding that the Farmington Metropolitan Planning Organization meets the requirements for Self-Certification.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2008-3

A Resolution Finding that the Farmington Metropolitan Planning Organization Meets the Requirements for Self-Certification

WHEREAS, the Farmington MPO is the designated metropolitan planning organization for the cities of Farmington, Aztec, Bloomfield, and the urbanized area of San Juan County; and

WHEREAS, the Farmington MPO Policy Committee is the decision-making body for the MPO; and

WHEREAS, the Farmington MPO is responsible, with the New Mexico Department of Transportation, for addressing the planning process in accordance with 23 CFR 450.334; and

WHEREAS, the Farmington MPO annually addresses the major issues in the metropolitan planning area; and

WHEREAS, the Farmington MPO ensures that its activities are conducted in accordance with all applicable requirements; and

WHEREAS, the Farmington MPO Transportation planning process:

- a. includes development of a 25 year long range Metropolitan Transportation Plan, a short range Transportation Improvement Program, and a yearly Unified Planning Work Program; and
- b. explicitly considers the planning factors stated in current federal legislation when developing its plans and programs; and
- c. actively involves the general public in all relevant projects, activities, and public meetings pursuant to the New Mexico Open Meetings Act and in accordance with the adopted MPO Public Involvement Plan;

NOW, THEREFORE, BE IT RESOLVED BY THE POLICY COMMITTEE OF THE FARMINGTON METROPOLITAN PLANNING ORGANIZATION that:

The Farmington MPO meets the applicable self-certification requirements of:

- I. 23 CFR 450.334 and 23 U.S.C. 134;
- II. Title VI of the Civil Rights Act of 1964 and Title VI assurance executed by the State of New Mexico under 23 U.S.C. 324 and 29 U.S.C. 794;
- III. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity and Section 324 of 23 U.S.C. prohibiting discrimination based on gender;

- IV. Section 1101 (b) of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funded planning projects (sec. 105(f), Public Law 97-424, 96 Stat. 2100; 49 CFR part 26);
- V. Americans with Disabilities Act and US DOT regulations governing transportation for people with disabilities (49 CFR parts 27, 37, & 38; Section 504 of the Rehabilitation Act of 1973);
- VI. “Anti-lobbying” provisions as described in 49 CFR part 20.

BE IT FURTHER RESOLVED BY THE POLICY COMMITTEE OF THE FARMINGTON METROPOLITAN PLANNING ORGANIZATION that:

The Farmington Metropolitan Planning Organization hereby requests that the New Mexico Department of Transportation forward self-certification document shown in Attachment A to both the Federal Highway Administration and the Federal Transit Administration.

PASSED, SIGNED, APPROVED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
Dr. Jim Henderson  
FMPO Policy Committee Chair

\_\_\_\_\_  
Virginia Turney, Secretary

### **MPO ANNUAL SELF-CERTIFICATION**

In accordance with 23 CFR 450.334, the New Mexico Department of Transportation, and the Farmington Metropolitan Planning Organization for the Farmington, Aztec, and Bloomfield and the urbanized area of San Juan County hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- VII. 23 U.S.C. 134
- VIII. Title VI of the Civil Rights Act of 1964 and Title VI assurance executed by the State of New Mexico under 23 U.S.C. 324 and 29 U.S.C. 794;

- IX. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity and Section 324 of 23 U.S.C., prohibiting discrimination based on gender;
- X. Section 1101 (b) of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funded planning projects (sec. 105(f), Public Law 97-424, 96 Stat. 2100; 49 CFR part 26);
- XI. Americans with Disabilities Act and US DOT regulations governing transportation for people with disabilities (49 CFR parts 27, 37, & 38; Section 504 of the Rehabilitation Act of 1973);
- XII. "Anti-lobbying" provisions as described in 49 CFR part 20.

|                        |   |
|------------------------|---|
| _____                  | _____                                   |
| Dr. Jim Henderson      | Rhonda Faught                           |
| Farmington MPO         | Cabinet Secretary                       |
| Policy Committee Chair | New Mexico Department of Transportation |
| _____                  | _____                                   |
| Date                   | Date                                    |

## **Supplemental Information for Self-Certification Document**

**1. Metropolitan Planning** – *The MPO shall annually certify to FHWA and FTA that the planning process is addressing major issues facing its area and is being conducted in accordance with all applicable transportation planning requirements.*

The Farmington MPO is the designated metropolitan planning organization for the cities of Farmington, Aztec, Bloomfield, and the county of San Juan. The FMPO carries out the planning process through the development of its 25 year Metropolitan Transportation Plan, its short-term Transportation Improvement Program, and yearly Unified Planning Work Program. The MPO explicitly considers the planning factors stated in current federal legislation when developing its plans and programs. The MPO addresses applicable SAFETEA-LU provisions that affect the MPO planning process. The MPO works in consultation with the entities and NMDOT when developing transportation plans and the UPWP. The MPO works cooperatively with its entities through the Technical Committee and Policy Committee. The MPO actively involves the general public through the requirements described in its adopted Public Involvement Plan.

**2. Title VI of the Civil Rights Act of 1964** – *Title VI prohibits exclusion from participation in and discrimination under federally assisted programs on grounds of race, color, or nation origin.*

The Farmington MPO involves the public in all relevant projects, activities, and public meetings pursuant to the New Mexico Open Meetings Act and in accordance with the adopted MPO Public Participation Plan. Notices are posted in public buildings and local newspapers and are also posted on the MPO website. Notifications are delivered electronically to those who request them. The MPO will continue these efforts and explore new ways to reach out to the public. Efforts are made to hold meetings at times and at locations that maximize public participation, especially by under-represented groups.

**3. Disadvantaged Business Enterprises (DBE)** – *This program ensures equal opportunity in transportation contracting markets, addresses*

*discrimination in transportation contracting, and promotes increased participation in Federally funded contracts by small, socially and economically disadvantaged businesses.*

The City of Farmington procurement process addresses the DBE requirements. The contracting done by the MPO is very limited and highly specialized. The MPO has maintained a contract for the annual traffic count program in the past three years.

**4. American with Disabilities Act** – *Programs and activities funded with Federal dollars are prohibited from discrimination based on disability.*

All meeting locations are accessible and meeting notices include messages that state accommodations to individuals with disabilities will be made. The MPO actively solicits input from the disabled community, primarily through its working relationship with the San Juan Center for Independence and others.

**5. Lobbying Restrictions** – *No appropriated funds by recipients shall be used to pay any person for influencing a federal employee regarding Federal contracts, grants, loans, or cooperative agreements.*

The MPO does not provide funding to people or outside parties to lobby federal officials, organizations, or members of Congress.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

|                     |                                      |
|---------------------|--------------------------------------|
| <b>Subject:</b>     | FY2009 Unified Planning Work Program |
| <b>Prepared by:</b> | Joe Delmagori, MPO Planner           |
| <b>Date:</b>        | April 1, 2008                        |

**BACKGROUND**

- The Unified Planning Work Program (UPWP) is the fiscal year work plan for the MPO.
- Staff reviewed activities, projects, other planning tasks, and the budget with each MPO committee during March.
- The update to the Metropolitan Transportation Plan (MTP) will begin during the last half of FY2009.
- The Technical Committee recommended approval of the FY2009 UPWP at their March 27 meeting.

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**CURRENT WORK**

- Staff has completed a list of activities that are expected to be worked on in FY2009.
- Staff developed the MPO budget based on PL and 5303 funding estimates received from NMDOT.
- Additional state funding for the MTP update is still undetermined at this time.
- 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 Policy Committee approve the FY2009 UPWP.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

|                     |                                 |
|---------------------|---------------------------------|
| <b>Subject:</b>     | Scenic Byways Letter of Support |
| <b>Prepared by:</b> | Joe Delmagori, MPO Planner      |
| <b>Date:</b>        | April 1, 2008                   |

**CURRENT WORK**

- The NMDOT Tourism Department requested letters of intent to apply for FY2008 Scenic Byways funds in February.
- The Aztec Chamber of Commerce submitted an application to fund a marketing program for the Trail of the Ancients Scenic Byway.
- The Chamber applied for \$40,000 to create and distribute brochures, posters, commercials, and ads that educate visitors about the byway.
- The Scenic Byways Coordinator has asked the MPO to submit a letter of support for this scenic byways application.

**ATTACHMENTS**

- Project summary and cost breakdown of the scenic byways application.
- MPO Letter of Support.

#### RECOMMENDATION

- It is recommended that the Policy Committee approve the Letter of Support for the Aztec Chamber of Commerce Scenic Byways application.



April 10, 2008

Laurie Frantz  
Scenic Byways Coordinator  
New Mexico Tourism Department  
491 Old Santa Fe Trail  
Santa Fe, NM 87501

RE: Farmington MPO Letter of Support for the Aztec Chamber of Commerce Scenic Byways Application

Dear Ms Frantz:

The Aztec Chamber of Commerce recently submitted an application to the Scenic Byways Program to fund a marketing program for the Trail of the Ancients in the Four Corners Area. The marketing program includes distributing brochures, posters, and advertisements throughout the state to educate and inform visitors about the various attractions found along the byway.

The Farmington MPO submits this letter to show its support for the efforts of the Aztec Chamber to secure federal funding that will assist in promoting and developing a marketing program for the Trail of the Ancients Scenic Byway.

Sincerely,

Dr. Jim Henderson  
MPO Policy Committee Chair

Cc: MPO Policy Committee  
MPO Technical Committee  
Becki Christensen, Aztec Chamber of Commerce  
Joe Delmagori, Farmington MPO

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

|                     |                            |
|---------------------|----------------------------|
| <b>Subject:</b>     | Bicycle/Pedestrian Plan    |
| <b>Prepared by:</b> | Joe Delmagori, MPO Planner |
| <b>Date:</b>        | April 1, 2008              |

**BACKGROUND or PREVIOUS WORK**

- The Policy Committee approved 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.
- On March 27, the Technical Committee decided to accept the regional list of walking and biking improvements, but chose not to prioritize them at this time.

**CURRENT WORK**

- Develop 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 that are acceptable to the entities.
- Identify funding sources with summary information on what will/ will not be funded and how to apply.

**ANTICIPATED WORK**

- Finalize acceptable bicycle/pedestrian standards.
- Review the draft Bicycle/Pedestrian Plan with the BPAG.
- Complete a Bicycle/Pedestrian Plan for MPO adoption in June.

**BACKUP MATERIAL**

- Preliminary results of walking and biking surveys.
- Walking and biking improvements with votes from the BPAG, ranked in numerical order.
- The MPO regional list of identified walking and biking improvements.
- A list of local walking and biking improvements by entity.
- An initial list of walking and biking standards.

**RECOMMENDATION**

- It is recommended that the Policy Committee receive a status report on the Bicycle/Pedestrian Plan.<sup>2</sup>

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

**Subject:** Update to the Regional Travel Model  
**Prepared by:** Joe Delmagori, MPO Planner  
**Date:** April 1, 2008

**BACKGROUND or PREVIOUS WORK**

- Staff has finished 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.
- Staff assigned employment data from the oil and gas industry to TAZ.
- Major employer data was revised as necessary to TAZ.

**CURRENT WORK**

- PTV America is calibrating the travel model for the MPO based on the updated land use data.
- Participating in tutorials with PTV America on new features of the VISUM program.

**ANTICIPATED WORK**

- PTV will continue to calibrate/validate and expand the model to have AM Peak Hour and Daily capabilities (3 month process, March through May).
- 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 Policy Committee receive a status report on the update to the regional travel demand model.

<sup>2</sup> Full Bicycle/Pedestrian Plan can be found on the MPO Website and at the MPO Office.

Past and current tasks and timeframes:

| <b>Task</b>                                     | <b>Description</b>  | <b>Timeframe/Status</b>         |
|---|---|---------------------------------|
| Gather "top-level" Census data                  | 1. Use Census Tract level data to determine housing, population, and employment levels for unincorporated areas within MPO  | October-<br>November 2007       |
| Gather "mid-level" data housing and school data | 1. Gather housing data from the entities<br>2. Gather student enrollment for area schools   | November-<br>December 2007      |
| Gather "mid-level" employment data              | 1. Meet/work with entities/San Juan Economic Development Services/NWNMCOG to collect and tabulate employment data<br>2. Work with large employers and NM One Stop to collect and tabulate employment data       | December 2007 –<br>January 2008 |
| Update base year                                | 1. Assign new data to the TAZs<br>2. Finalize new population and employment projections   | January -<br>February 2008      |
| Finalize SE data collection                     | 1. Final review by the entities to ensure data accurately reflects current conditions.<br>2. The updated data will be used in the travel model to calibrate and validate the results.                           | March 2008                      |
| Regional Travel Model update                    | 1. Work with PTV to perform update to regional model.<br>2. Discuss how processes can be adjusted to benefit both the entities and the MPO (goal is to streamline processes for future data collection efforts) | March-May 2008                  |

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

|                     |                            |
|---------------------|----------------------------|
| <b>Subject:</b>     | Information Items          |
| <b>Prepared by:</b> | Joe Delmagori, MPO Planner |
| <b>Date:</b>        | April 1, 2008              |

**INFORMATION ITEMS**

- f. **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 ppm. More information is attached.

- g. **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. Another free webseminar is scheduled for Tuesday, April 29.
  - h. **Aztec Transportation Network Study Final Report.** Wilson & Co. issued its final report on the Aztec TNS. The final report incorporates comments made by the City of Aztec, the MPO, and NMDOT.
  - i. **Access Management Standards.** Staff reviewed previous work with the Technical Committee on March 27. No new information is available to present at this time.
  - j. **NMDOT Bike/Pedestrian/Equestrian (BPE) Quarterly Meeting.** The next NMDOT BPE meeting will be in Aztec on May 15. All are welcome to attend.
  - k. **Joint Policy/Technical Committee Meeting.** It was suggested during the Technical Committee meeting on March 27 to hold a Joint Policy/Technical Committee meeting during the summer to discuss current and future transportation activities in this area.
- l. Other**

Email from MRCOG – March 17, 2008

The US EPA issued the final rule on the new ozone standard this week. The primary 8-hour standard went from 80 parts per billion units of air (ppb) to 75. Previously, there were 104 counties nationwide in violation of the ozone (smog) standard; with the new standard, there are now 345 counties in violation.

The good news, of sorts, for New Mexico is that **no NM counties violate the new 75 ppb standard...yet.** While the official designation of nonattainment areas will occur sometime next year with 2006-2008 data, the current data (2004-2006) shows the following (only for those counties with current ozone monitors):

1. Dona Ana, 75 ppb (*at* the standard, but not exceeding it, so still in attainment).
2. Bernalillo, 73 ppb.
3. Sandoval, 73 ppb.
4. San Juan, 70 ppb.
5. Eddy, 69 ppb.
6. Lea, 68 ppb.

NMED may decide to place monitors in more counties, such as Valencia, to get more ozone monitor data. We're coordinating with them on that.

Our message is that we dodged this air quality bullet, but are very close to exceeding the standard at any time, so we should continue to try to implement strategies, including transportation and mobile-source related programs, that reduce smog.

