



A G E N D A

Farmington Metropolitan Planning Organization Policy Committee Meeting

**Executive Conference Room
Farmington City Hall
800 Municipal Dr
Farmington, NM**

**June 14, 2007
3:00 p.m.**

AGENDA
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
June 14, 2007 5:00 PM

This meeting will be held in the Executive Conference Room, Farmington City Hall, 800 Municipal Dr., Farmington, New Mexico.

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1. Call meeting to order.	
2. Approve the minutes from the April 26, 2007 Policy Committee meeting.	1
3. Receive a report on the traffic count program and approve the traffic count locations for 2007.	16
4. Receive a status report on the Bicycle/Pedestrian Plan.	26
5. Receive a status report on the access management standards.	29
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9. Receive a report on preparations for the NMDOT Transportation Commission meeting on July 19 in Farmington.	38
10. Receive a summary on the Coordinated Public Transit - Human Services Transportation Plan.	39
11. Receive a report on Red Apple Transit.	42
12. Receive a report from NMDOT. a. District 5 (<i>Phil Gallegos</i>) b. Planning Division (<i>Bob Wideo</i>)	
13. Information Items a. Pedestrian Safety Workshop – June 18-20 in Farmington. b. MPO Quarterly – Hosted by Farmington MPO on June 25, 2007. c. San Juan County Growth Management Plan. d. Other	45
14. Business from: a. Chairman b. Members c. Staff	

15. Business from the Floor	
16. Adjournment	

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.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject: Traffic Count Program
Prepared by: Joe Delmagori, MPO Planner
Date: June 6, 2007

Background:

The Farmington MPO maintains traffic counts for approximately 185 locations throughout the cities of Aztec, Bloomfield, and Farmington and within the urbanized areas of San Juan County. Traffic counts are conducted on a rotating, three-year basis. As the MPO begins a new three year cycle (2007-2009), staff is working with NMDOT to update these traffic count lists to include new traffic count locations in areas currently witnessing increased commercial and residential growth and in areas expected to see increased commercial and residential development.

In the attached table, staff is proposing splitting sections due to adjacent land uses that may result in varying traffic volumes through a particular section. The MPO is also proposing adding roads that are on the state’s list of functionally-classified roads but have not been counted by the MPO. Staff reviewed the list with the Technical Committee on May 31 and a few additional changes were suggested. Possible changes to the list are indicated with a symbol in the attached table. If any changes to the MPO count list occur, they will be reflected when counts are taken in 2008.

The count locations for 2007 are also attached. The MPO expects to take 74 counts in 2007. The locations shown for 2007 are tri-annual counts, counts that were not approved in 2006, counts scheduled for last year but not done due to road construction, and river crossings. The 2007 counts will likely be taken in the fall.

Recommendation: It is recommended that the Policy Committee receive the report on the traffic count program and approve the 2007 traffic count locations.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject: Bicycle/Pedestrian Plan
Prepared by: Robert Messenger, MPO Associate Planner
Date: June 6, 2007

Background:

MPO staff has held two public meetings of the Bicycle/Pedestrian Advisory Group (BPAG) to assist with the development of a Farmington MPO Bicycle/Pedestrian Plan. Approximately 25 people attended the first meeting on April 2, and 20 people attended the second meeting on May 7. The following are highlights of the first two meetings. For additional information, summaries of the two meetings are attached.

April 2, 2007 meeting

This meeting consisted of a Safe Routes to School presentation by Jessica Frost, New Mexico's Safe Routes to School (SR2S) Director, and an overview of the Bicycle/Pedestrian Plan. Staff discussed the role of the BPAG, and an outline of the planning process over the next few months. The MPO distributed page-sized maps for participants to mark the walking and biking routes that they currently use.

May 7th, 2007 meeting

After a recap of the April 2nd kickoff meeting, participants were asked to form break-out groups to develop Purpose, Needs, and Goals statements for the plan. Some initial Purpose and Needs statements and Goals were developed as a result of the break-out group sessions.

The next meeting of the BPAG will take place on Monday, June 18th from 6 to 8 pm at San Juan College in the Henderson Performing Arts Center, room 9008 (4601 College Blvd). The proposed agenda is attached. It is expected that a first draft of the Bicycle/Pedestrian Plan will be produced in late summer based on the first three meetings of the BPAG.

Recommendation: It is recommended that the Policy Committee receive the report on the Bicycle/Pedestrian plan.

General Comments from the BPAG – April 2, 2007

- BPAG should include: traffic engineers, zoning, police.
- Challenges to acquiring R-O-W for trails (one unwilling landowner can break the deal).
- Take advantage of opportunities to build trails concurrently with new development.
- Easy to build, example projects will help encourage involvement.
- Need to address ADA compliancy issues – especially for sidewalks, intersections, and access to transit stops.

Summary of Purpose/Need statements and Goals from the BPAG – May 7, 2007

Purpose

The purpose of the Bicycle/Pedestrian Plan is to link communities, provide access to parks, schools and businesses, encourage walking and biking for commuting, and improve the health of the citizens and the communities within the Farmington MPO boundaries.

Needs

- There is a need to serve those who do and those who do not currently bike and walk on a regular basis. These persons include: children, the elderly, commuters, students (elementary through college), and persons with disabilities (i.e., persons with visual impairments and/or the need to use wheelchairs).
- There is a need to improve pedestrian and bicyclist access from residences to destinations such as parks, schools, medical facilities, shopping centers, libraries, and places of employment.
- There is a need to educate motorists and the general public about the rights and responsibilities of bicyclists and pedestrians who use the roads and sidewalks, respectively.

Goals

- Encourage kids to ride bikes as a life-long, healthy habit
- Increase the quality and quantity of bicycle and pedestrian facilities in a strategic manner
- Promote the idea of walking and biking for commuting as well as for recreation
- Educate motorists and the general public about bicyclists' and pedestrians' use of roads, sidewalks, and paths.

Proposed Agenda for June 18, 2007 BPAG meeting

1. Welcome and introductions
2. Review discussion notes from April and May meetings; present drafts of purpose and need statements, goals, and barriers.
3. Present maps showing biking and walking routes identified by participants – compare against current and future proposed facilities.
4. Form break-out groups to brainstorm ideas about where to improve biking and walking facilities within the MPO. Encourage participants to mark maps and locate specific “trouble spots” such as dangerous intersections, steep hills, broken glass and rock debris in the bike lanes or on the street, etc. Also, ask participants to locate potential new walking/biking facilities.
5. Reconvene entire group. Break-out groups present results.
6. Summary and discuss next steps for August meeting.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject: Roadway Access Standards
Prepared by: Joe Delmagori, MPO Planner
Date: June 6, 2007

Background:

On June 11, staff held a meeting of an access standards advisory group to collect existing access management standards (e.g. NMDOT standards) and begin development of specific access standards for each road classification. Participants in the advisory group will review the work products and provide input into the process. A summary of this advisory group meeting will be provided to the Policy Committee on June 14.

A draft executive summary and introduction for the access standards document is attached for review and comment. The introduction elaborates on the purpose and need and includes benefits and impacts of access management and lists several initial goals. It was reviewed on May 31 by the Technical Committee and by the advisory group on June 11. Any changes to the document will be brought to the attention of the Policy Committee.

Recommendation: It is recommended that the Policy Committee receive a report on access management standards.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject: Pro-active Public Involvement Strategies
Prepared by: Joe Delmagori, MPO Planner
Date: June 6, 2007

Background:

As a way to more effectively solicit public input and engage the public in MPO planning activities, the MPO would like to discuss ways to proactively get the word out as to what the MPO is and what it does. Staff is encouraging its members to come up with new ways to proactively involve the public.

Initial ideas were discussed with the Technical Committee on May 3. At that meeting, some suggestions for what the MPO can do to improve public involvement included:

- Use radio ads (including Navajo and Spanish language stations) to advertise upcoming public meetings.
- Consider having meetings after 5pm but understand that the public will likely only be involved if something affects them directly.
- Entity staff themselves should assist with getting the word out about the MPO.
- Semi-annual presentations on MPO activities to the individual councils and commissions would be helpful.
- Surveys can give mixed results and should not be open-ended in order to achieve a satisfactory response.

In addition, staff will make concerted efforts to reach out to people with lower incomes and post notices at various locations that are used by a large population. The MPO will continue to investigate new technological and web techniques for providing visual information to the public. Many of these strategies described above will meet SAFETEA-LU requirements for public involvement.

Any additional ideas that the Policy Committee members or the entities have will be welcomed.

Recommendation: It is recommended that the Policy Committee hold a discussion on pro-active public involvement strategies for the MPO.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject: Farmington-Aztec Network Study Meeting
Prepared by: Joe Delmagori, MPO Planner
Date: June 6, 2007

Background:

On June 13, the MPO is organizing a meeting to discuss what will be involved with the transportation network study from Farmington to Aztec. It is expected that the study area will be defined and the roles of the various entities will be determined. The following items are scheduled to be discussed:

- A brief review of the findings and proposals described in the “Developing a Civic Highway” report.
- Status reports on the NM 516 Corridor Study and Aztec Urban Study, including brief recaps on the histories of the studies.
- A scope of work and expected products for the NMDOT-led network study of the Aztec area. It is expected that NMDOT, the entities, and the MPO will determine:
 - The study area
 - Work to be involved
 - Potential road alignments to be studied
 - Various work activities to be assigned to the entities, the consultants, and the MPO
 - Timelines
 - Final products

Several members of the MPO and NMDOT are expected to attend the meeting. Since this staff report was written prior to the meeting, a summary will be provided on June 14 to the Policy Committee members.

Recommendation: It is recommended that the Policy Committee receive a summary of the June 13 meeting on the Farmington-Aztec Network Study.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject: SAFETEA-LU Compliance
Prepared by: Robert Messenger, MPO Associate Planner
Date: June 7, 2007

Background:

New statewide and metropolitan planning requirements outlined in the federal SAFETEA-LU transportation bill will go into effect on July 1, 2007. The MPO has met the requirements for documents that need to be in compliance with SAFETEA-LU as stated in the Final Rule on Statewide and Metropolitan Planning.

The documents in compliance with SAFETEA-LU include:

- The updated MPO Public Participation Plan (PPP) was adopted on January 18 and identifies public groups that the MPO should consult with when developing plans and projects.
- The Annual Listing of Federally Obligated Projects was published in February.
- On April 26, the FY2008-2013 TIP and the FY2008 UPWP were approved and the MPO adopted an annual self-certification document.
- Staff and the entities attended a presentation on the Coordinated Public Transit – Human Service Transportation Plan at the NWRPO meeting on May 16.
- Requirements associated with the Metropolitan Transportation Plan (MTP) will be completed when the MPO updates its long range plan, which is anticipated to start in late 2008.

The MPO was informed that it will need to review security-related documents within the MPO as they relate to “Security as a Planning Factor”. The MPO will be reviewing documents, including the San Juan County Emergency Operation Plan, that address hazardous response planning for transportation emergencies as well as any safety procedures pertaining to transit. Additional information on security elements is attached.

Recommendation: It is recommended that the Policy Committee receive the report.

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject: NMDOT Transportation Commission Meeting
Prepared by: Robert Messenger, MPO Associate Planner
Date: June 7, 2007

Background:

On July 19, the City of Farmington will host the NMDOT Transportation Commission Meeting. Preparations have begun for this event and will be a collective effort among the four local governments. Beth Utley with San Juan County is the point of contact for the preparations involved with this meeting.

The meeting will start at 8:30am on July 19 and will be held in Exhibit Hall 3 at the Farmington Civic Center (200 W Arrington). A reception the evening before will be hosted by the City of Aztec. Preparations are being made for breakfast and lunch accommodations and securing speakers for the welcome address.

Any new information will be brought to the attention of the Policy Committee at the meeting.

Recommendation: It is recommended that the Policy Committee receive a status report on the preparations for the NMDOT Transportation Commission meeting.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject: Coordinated Public Transit – Human Services Transportation Plan
Prepared by: Joe Delmagori, MPO Planner
Date: June 7, 2007

Background:

On May 16, NMDOT presented the Coordinated Public Transit – Human Services Transportation Plan at the NWRPO meeting in Farmington. The purpose of the plan is to coordinate grant requests from local governments for FTA 5310 (Elderly & Persons with Disabilities Program), 5316 (Job Access/Reverse Commute), and 5317 (New Freedom Program). This plan is a new requirement from SAFETEA-LU.

The plan will contain three sections that will show existing and future transit needs based on census data, a needs assessment to identify transit service gaps, and a strategy plan to address these gaps and needs. A draft of the plan was issued to MPO staff for review in late April. Comments were submitted to NMDOT in early May.

While efforts to develop the plan will be primarily completed by NMDOT with assistance from the RPOs around the state, the MPO will stay informed and review parts of the plan that impact this area. The plan is expected to be completed by October. A summary of the May 16 presentation by NMDOT is attached.

Recommendation: It is recommended that the Policy Committee receive a report on the Coordinated Public Transit – Human Services Transportation Plan.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject: Red Apple Transit Report
Prepared by: Joe Delmagori, MPO Planner
Date: June 6, 2007

Background:

The April report on Red Apple Transit ridership statistics is attached.

Recommendation: It is recommended that the Policy Committee receive the report.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject: Information Items
Prepared by: Joe Delmagori, MPO Planner
Date: June 6, 2007

Background:

- a. **Pedestrian Safety Workshop – June 18-20 in Farmington.** Preparations are being finalized for this 3-day event to be held at the Farmington Civic Center.
- b. **MPO Quarterly – June 25, 2007.** The Farmington MPO will host the next meeting at the Farmington Civic Center from 10am-3pm. The entities are invited to attend.
- c. **San Juan County Growth Management Plan.** A MPO-COG work session was held on May 8 to discuss the transportation element of the GMP. The plan is expected to be approved by the San Juan County Commission in July.
- d. **Other**

Recommendation: Staff recommends that the Policy Committee receive the information.