

**Minutes  
Farmington Metropolitan Planning Organization  
Policy Committee Meeting  
June 14, 2007**

The Policy Committee of the Farmington Metropolitan Planning Organization met on Thursday, June 14, 2007, at 3:00 p.m. in the Executive Conference Room, 800 Municipal Drive, Farmington, New Mexico.

Members Present: Sally Burbridge, City of Aztec  
Mayor William Standley, City of Farmington  
Chairman Dr. Henderson, San Juan County

Members Absent: Sam Hinson, City of Bloomfield  
Dan Darnell, City of Farmington

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

Staff Absent: Charity Fechter, MPO Officer

Also Present: Steve Christensen, Technical Committee  
Mike Sullivan, Technical Committee  
Bob Widoe, NMDOT

**1. CALL TO ORDER**

Dr. Henderson called the June 14, 2007, Policy Committee meeting to order at 3:00 p.m.

**2. APPROVAL OF THE MINUTES FROM THE APRIL 26 POLICY COMMITTEE MEETING**

Mr. Standley motioned and Ms. Burbridge seconded the motion to approve the minutes from the April 26, 2007, meeting. (I think you are mixing TC and PC meetings)

**3. TRAFFIC COUNT PROGRAM**

**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.

**Discussion:** Mr. Delmagori presented the staff report. He discussed the status of the program, including possibly changes to the master list that staff is proposing. Mr. Standley asked how the traffic count locations were determined. Mr. Delmagori said they were determined by NMDOT traffic sections and based on land use criteria and the road has to be designated a collector street or above. Mr. Standley asked if any of the counts are repeated. Mr. Delmagori said one-third of the 185 counts are done in a three year period and if a count needs to be repeated it is because of construction or another significant reason, however, most counts are not repeated. Mr. Standley asked if any changes had been tracked. Mr. Delmagori said the MPO has only the first three years of counts done and those counts will act as a base to do comparisons in the future.

**Action:** Ms. Burbridge motioned and Mr. Standley seconded the motion to approve the 2007 traffic count locations.

**4. BICYCLE/PEDESTRIAN PLAN**  
**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 7<sup>th</sup>, 2007 meeting

After a recap of the April 2<sup>nd</sup> 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 18<sup>th</sup> 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.

**Discussion:** Mr. Messenger presented the staff report. Mr. Messenger said at the last BPAG meeting walking and bicycling access and routes were discussed. The group discussed what was needed and what the known deficiencies are in the area. Also discussed was the need to expand out of the City of Farmington area. Participants were asked to develop purpose/need and goals at the May meeting.

Mr. Standley asked how many miles of bike lanes does the City of Farmington have. Mr. Messenger said he did not know but would find out and send the information to Mr. Standley.

Mr. Standley said the City of Farmington had a bike plan in place. Mr. Messenger said the BPAG was building on that plan.

Mr. Delmagori said the next BPAG meeting will be on June 18, at the Henderson Fine Arts Building at San Juan College.

**Action:** Report was received.

## **5. ROADWAY ACCESS STANDARDS** **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.

**Discussion:** Mr. Delmagori presented the staff report and said the advisory group discussed access standards for the entire area for arterial and collector road classification. Mr. Standley said after the access management standards are adopted by the entities, it will make applying the standards much easier and more cohesive. Mr. Delmagori said after the Technical Committee reviews the standards it would ask the Policy Committee and the local City Councils and Commissions to adopt the standards.

Mr. Delmagori said the next step will be to look at details such as highway spacing and driveway widths. The general timeline is that much of the work will take place this fall. Mr. Standley noted that it sometimes takes nine months to approve access off a state corridor, and there could be a law or statute that says if the state cannot grant access within 60 days, then the municipality can.

**Action:** report was received.

**6. PRO-ACTIVE PUBLIC INVOLVEMENT STRATEGIES  
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 proactive public involvement strategies for the MPO.

**Discussion:** Mr. Delmagori said the Technical Committee had suggested initial ideas during their meeting on May 3. Mr. Delmagori presented those ideas to the Policy Committee. Mr. Standley asked if the June 18 BPAG meeting had been advertised. Mr. Delmagori said flyers had been posted and the meeting had been advertised on the local radio stations. Mr. Messenger added that it had also been advertised on KSUT public radio station. Mr. Standley asked if the meeting was advertised on the college radio station. Mr. Messenger responded that it had not been advertised on the radio station, but future meetings would be. Dr. Henderson suggested the MPO give some flyers to the Student Services at San Juan College to post on the bulletin boards there.

**Action:** Report was received.

7. **FARMINGTON-AZTEC NETWORK STUDY MEETING**  
**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.

**Discussion:** Mr. Delmagori said the meeting was well attended by the NMDOT, staff from the area entities and the public. Mr. Delmagori said this meeting was to discuss the summary of the Aztec Vision Report. Mr. Delmagori said the five main themes in the report were discussed, including integrating cultural aspects into the area highways, the use of alternate roads besides NM 516, new transportation network could be created so other connections within Aztec would be more feasible, designing the highway to include multi-modal forms of transportation and intersection design to balance land use.

Mr. Christensen said the City of Aztec wants to begin the process to ensure the city does not have a six lane highway coming in both sides of Aztec with traffic running 50 miles per hour.

Mr. Delmagori said the NMDOT is going to begin the traffic count and origin and destination study to determine existing traffic issues. The study will be based on what is in place now. The MPO will receive the information from the NMDOT and do the traffic modeling on impacts and feasibility of alternatives.

Mr. Standley asked about the traffic coming south from Bloomfield. Ms. Burbridge and Mr. Delmagori replied that this will be addressed in the study. Mr. Delmagori said that no construction money is guaranteed.

Mr. Delmagori said the study would begin in September and take one and a half years to complete.

Mr. Christensen said the City of Aztec was surprised the NMDOT was to only include a current traffic counts and origin and destination study. Mr. Delmagori said the MPO would do the traffic modeling and would look at the impact the new developments cause in the area. Dr. Widoe said the NMDOT wants everyone on the same page and to know the study is to establish a base of information. The entities and MPO can build from there if needed.

**Action:** Report was received.

**8. SAFETEA-LU COMPLIANCE**  
**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.

**Discussion:** Mr. Messenger said the MPO still needs to incorporate the security issues. Dr. Widoe said the MPO needs to concentrate the security information and assess how to implement the emergency plan. Dr. Widoe said that safety and security are now two different categories and the MPO role has not been clearly defined by FHWA.

Mr. Delmagori said the MPO has a copy of the San Juan county Emergency Operation Plan and will communicate with Rod Hunt on transit issues. Dr. Widoe noted that the RPO’s and MPO’s need to have an inventory of where emergency plans are, who has them, and how to access them. Some of these questions will be addressed by the FHWA at the next MPO quarterly meeting on June 25<sup>th</sup>. The MPO will be a broker of this information.

**Action:** Report was received.

**9. NMDOT TRANSPORTATION COMMISSION MEETING  
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.

**Discussion:** Mr. Messenger said Ms. Beth Utley is person of contact for the meeting. Mr. Christensen said Ms. Utley had worked with the City of Aztec on the Wednesday night events and is also working with the other entities for the rest of the meeting activities. Dr. Henderson added the meeting will be held at the Farmington Civic Center.

Mr. Standley asked if the shoot out and dinner were still scheduled to be held at 6:30 p.m., in Aztec. Mr. Christensen said that was the scheduled time but it was very flexible. Costs are being split equally among the four entities.

Dr. Widoie said he strongly urged the entities to attend the Zuni meeting to officially invite the commission to the area. Mr. Christensen said he was going to Zuni to officially invite the commission.

**Action:** Report was received.

## 10. COORDINATED PUBLIC TRANSIT – HUMAN SERVICES TRANSPORTATION PLAN

### 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.

**Discussion:** Mr. Delmagori said the NMDOT is working with area entities to coordinate grant requests for transit funding. The plan has been reviewed by staff.

**Action:** Report was received.

**11. RED APPLE TRANSIT REPORT**  
**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.

**Discussion:** Mr. Delmagori said the ridership seemed to be going up and down over the past several months.

**Action:** Report was received.

**12. NMDOT**

**Discussion:** Dr. Widoie said that Mr. Hunt asked him to meet with Navajo Transit and Raytheon about transit services to the Raytheon plant. Raytheon would like to look at partnering with the area transit to provide transit to Raytheon. Raytheon is planning on doubling its staff and realizes the increase in traffic will be high and would also like to offer employees a transit option. Raytheon expects at least 20 -30 people to ride the system if it's available.

Dr. Widoie said Navajo Transit could have a problem with not having a bus available and would like to keep a bus in the Farmington area available. Dr. Widoie said Mr. Hunt offered to house and sell fuel to the bus at the Red Apple Transit garage.

Dr. Widoie said Mr. Greg White of the NMDOT Transit said a park and ride program could be used also. Raytheon said that is one possibility but would like to help Navajo Transit with a match on a new bus. Dr. Widoie said that Navajo Transit could also get capital funding from Arizona state.

Dr. Widoie said that Pat Oliver-Wright has taken over Bruce Bender's old position and is the Planning Division Director. Mr. Bender has taken over Mr. Maestas' position at FHWA.

Dr. Widoie said there is no more news on GRIP2 at the moment.

Dr. Widoie said the deadline for project certification is August 15 and projects will not be able to be rolled over again. If a safety project needs to be rolled over again it will be cut this year.

**Action:** Report was received.

13. **INFORMATION ITEMS**  
**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.

**Discussion:** Mr. Delmagori said the pedestrian workshop had about 30 people signed up to attend. The MPO Quarterly is June 25. Mr. Delmagori said the GMP work session was well attended.

**Action:** Report was received.

14. **Business**

- a. **Chairman** – none
- b. **Members** – none
- c. **Staff** – none

15. **Business from the Floor**

None

16. **Adjournment**

Dr. Henderson adjourned the meeting at 4:05 p.m.

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Chair, Dr. Jim Henderson

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Secretary, Virginia Turney