

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
April 15, 2010

Policy Members Present: Gene Current, City of Aztec
Pat Lucero, City of Bloomfield
Dr. Henderson, San Juan County
Dan Darnell, City of Farmington

Policy Members Absent: Appointment Pending from City of Farmington

Technical Committee Members Present: Julie Baird, City of Bloomfield
Dave Keck, San Juan County

Staff Present: Bob Campbell, MPO Officer
Joe Delmagori, MPO Planner
Martin Lucero, MPO Associate Planner
Dee Dee Moore, MPO Admin Aide

Staff Absent: None

Also Present: Dr. Bob Wideo, NMDOT

1. CALL TO ORDER

Prior to the annual election of officers, Mr. Delmagori called the April 15, 2010 Policy Committee meeting to order at 1:37 pm.

2. ANNUAL ELECTION OF OFFICERS

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject:	Annual Election of Officers
Prepared by:	Joe Delmagori, MPO Planner
Date:	April 6, 2010

BACKGROUND

- At the first meeting after municipal elections, 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 Committee Bylaws and Operating Procedures document.
- The Vice-Chair presides over the meetings in the absence of the Chair.

ELECTION

- Elections will take place to select a Policy Committee Chair and Vice-Chair until April 2011.

RECOMMENDATION

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

Discussion: Mr. Delmagori shared that typically the first meeting after local elections is when the Policy Committee holds the annual elections of the Chair and Vice-Chair. Mr. Delmagori explained the nominations would take place from the two existing members, Mr. Dan Darnell and Dr. James Henderson, and the two newly appointed members: Mr. Pat Lucero from the City of Bloomfield and Mr. Gene Current from the City of Aztec. The City of Farmington’s second member appointment is still pending. Mr. Darnell made a motion to nominate Dr. Henderson as the Chair of the Policy Committee. Mr. Current seconded that motion and all members voted unanimously. Mr. Pat Lucero stated that he would be interested in becoming the Vice-Chair and with no further discussion Mr. Darnell motioned for Mr. Pat Lucero to be the new Vice-Chair. The motion was seconded by Mr. Current and passed unanimously.

Action: The officers were elected.

3. APPROVE THE MINUTES FROM THE FEBRUARY 18, 2010 POLICY COMMITTEE MEETING

Mr. Darnell made a motion to approve the minutes from the Policy Committee meeting. Mr. Current seconded that motion. Motion was passed unanimously.

4. RECEIVE A PRESENTATION ON AN OVERVIEW OF THE FMPO

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	MPO Overview
Prepared by:	Joe Delmagori, MPO Planner
Date:	April 6, 2010

BACKGROUND

- Staff will give an overview presentation on the MPO, its role, and the stakeholders involved in the MPO process.

- Federal transportation planning requirements will be discussed.

Discussion: Mr. Delmagori presented a PowerPoint presentation on the MPO for the benefit of the new members and a refresher for the continuing members. The presentation explained that MPO's are federally mandated in urbanized areas with populations over 50,000. The MPO works with local entities, state DOT, transit, various stakeholders, and the public. In addition to the short and long range planning there are eight Planning Factors created by SAFETEA-LU and six Livability Principles created by FHWA/HUD/EPA that are mandatory planning guidelines. For the Farmington MPO, the Policy and Technical Committees have five members each. The Policy members are elected officials and the Technical members are appointed by the entities.

The Metropolitan Transportation Plan (MTP) is a long range document with a minimum 20 year planning horizon. The MTP identifies future projects and is a cooperative effort among the entities, transit, and NMDOT. This document is updated every five years. The TIP is the short range project list that has a three to six year timeframe and includes projects that are federally funded or have reasonable expectations to be funded. The Unified Planning Work Program (UPWP) identifies planning activities to be worked on during the fiscal year and also describes the MPO budget.

Other products that the MPO has completed are the Public Participation Plan (PPP), the Access Management Plan (AMP), the Bicycle/Pedestrian Plan (BPP) and other daily functions related to transportation planning.

Action: The overview presentation was received.

5. REVIEW AND ADOPT THE METROPOLITAN TRANSPORTATION PLAN (MTP)

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Metropolitan Transportation Plan
Prepared by:	Joe Delmagori, MPO Planner
Date:	April 6, 2010

BACKGROUND or PREVIOUS WORK

- Staff has finalized the elements of the Metropolitan Transportation Plan.
- Staff has finished meeting with the committee members, stakeholders, and the general public to review the draft Metropolitan Transportation Plan.
- A formal 30-day public comment period was held from February 28 to April 7, 2010. A public hearing was held on March 25. Several public comments have been received during this time.

CURRENT WORK

- Final review of the MTP with the Policy Committee members.

ANTICIPATED WORK

- Issue the MTP to members and stakeholders.

ATTACHMENTS

- The 2035 Metropolitan Transportation Plan is available on the MPO website at: <http://www.farmingtonmpo.org/mtp.html>
- PC Resolution 2010-1.

RECOMMENDATION

- It is recommended that the Policy Committee:
 - Review the MTP document.
 - Adopt the Metropolitan Transportation Plan (PC Resolution 2010-1).

Discussion: MPO Staff shared that this is an update to the existing plan and that work to update the plan began in the fall of 2008 and the document is now ready for adoption. Mr. Martin Lucero presented an overview of the MTP explaining that it is the framework for transportation decisions and helps identify future projects to address transportation concerns. The presentation began with how population and employment was evaluated and how future forecasts were developed. It was identified that approximately 80 percent of the population and 85 percent of employment within San Juan County reside within the FMPO boundary. There are areas within the MPO that are restricted in growth because of topography, which results in slower growth for the MPO in later years of this plan. Mr. Darnell shared that the charts show that after 1982 it took six years to show an upward trend after an economic downturn. Mr. Lucero concurred and stated it would be interesting to see how the current recession affects the area. Mr. Lucero also explained that staff recognized the possible effects of the national recession and took a conservative approach to both forecasts.

Mr. Lucero discussed the importance of identifying the land use first and fitting the transportation planning around those areas. The scenarios within the document are roads that were identified from public involvement and analyzed by the MPO. The scenarios provide the MPO with flexibility to determine road priorities based on changing conditions and other economic factors.

Mr. Delmagori continued the overview with the transit section. It begins with maps of the existing Red Apple System and ridership over the past few years. It concludes with how to potentially expand the system to reach the population areas that need transit service most. The MPO used census data to identify areas and to project growth out to 2035. The committees identified the need to move forward with a transit study and hire a consultant to take existing data and find how best to serve those areas.

Chapter Six is the Bicycle/Pedestrian Plan (BPP) and incorporates key elements from the 2008 BPP. Mr. Delmagori explained that the improvements have been prioritized by the Technical and Policy Committees. Mr. Darnell stated that he sees the big picture of the MPO area, but what is the BPP trying to bring to the bicycle community. He asked if there are people that ride their bikes because they do not have a car or are these projects identified just for the recreational rider? Furthermore, what is the BPP trying to accomplish? Mr. Delmagori addressed these questions and responded that the primary goal of the BPP is to provide mode choice. Many types of users can be reached if walking and biking options are provided. Mr. Darnell asked if this was a way for people to be healthier or to go shopping. Mr. Delmagori mentioned the BPP is trying to be as comprehensive as possible because there are all types of riders out there. Some will ride more if the facilities are available and some will ride only for exercise. The plan does go back to some of the quality of life and livability principles that were included in the MPO overview. Mr. Martin Lucero added that the Federal government has issued

policies requiring that entities include different mode choices on all new planning projects in order to meet the selection criteria.

Mr. Current shared that he was looking for an understanding of the requirements for bike lanes in existing building requirements and wondered if people actually use existing bike lanes. Mr. Delmagori shared that each new bike facility, sidewalk, and trail system can be seen as a piece of the overall bicycle/pedestrian network. Once the new transportation bill is approved by Congress the MPO is hoping that more funding will be available to help put all the separate pieces together.

There is an understanding that some people are hesitant to ride next to traffic and off road facilities may allow them to feel safe which in turn would convince them to make a bike trip. Mr. Pat Lucero shared that he personally knew people in Angostura that ride into Bloomfield and they are aware of the safety issues currently in place on US 64. Constructing more bike lanes will eventually provide riders with safe facilities and Mr. Pat Lucero believes that more people will use those facilities.

Mr. Darnell stated that in some places the paths are three feet and where wider lanes are available the bicyclists tend to ride side by side. If the lane is too large vehicles tend to use them as passing lanes, to drive on, or to park. If you take a look at the actual number of people that will use these paths to go from one end of town to the other, that number is probably small compared to the recreational rider. That extra three feet is expensive and the entities need to consider that part of the equation. Mr. Darnell stated that the equestrian traffic in this area is generally recreational, and questioned if we are placating special interest groups or are we actually creating a transportation network. Mr. Delmagori shared that the equestrian portion of the document is only a couple of paragraphs that define possible actions that the MPO could take. Mr. Martin Lucero added that future walking/biking counts will be helpful to better understand walking and biking usage. Mr. Delmagori stated that one of the actions for the chapter identifies taking walking/biking counts.

Mr. Delmagori continued with the chapters on Safety and Security. The Safety chapter outlines various policies and actions for the modes. The Safe Routes to School program is located in this chapter. Mr. Darnell commented on page 8-3, Intersection Safety, asking how the MPO could expound on safety, such as the use of a roundabout. Mr. Darnell also asked if the MPO could take on the task of presenting the various options available for reducing conflict points at a standard intersection, show comparisons of other options, and let individuals form their own opinions. Dr. Widoe stated that the Local Technical Assistance Program (LTAP) group can provide statistics for roundabouts and that a public forum could be presented by Mark Doctor with FHWA to help educate the public. Mr. Darnell asked if there was a fee to bring the LTAP people to Farmington to do the seminar. Dr. Widoe stated there is no fee to bring them to Farmington and he would assist the MPO anyway he could. Mr. Darnell shared that he would ask his fellow councilors to look into that type of seminar.

Mr. Keck informed the committee that the perfect time to talk about roundabouts is during the planning of the intersection at CR 350 and CR 3720. Because of vertical alignment and underground gas lines a signal is not the best solution at that location, so the County is seriously looking to see if a roundabout would work. That intersection project has been awarded \$1.7 million and the roundabout would be a viable alternative. Mr. Darnell asked about a timeframe for the seminar and Dr. Widoe said he would check with that department and let the MPO know.

Mr. Delmagori continued the review by identifying the transportation policies covered in Chapter Ten. The final chapter discussed was the Financial Plan and explains the revenue scenarios from a projected low of \$150 million to a high of \$210 million.

Action: The MTP document was review by the committee. Mr. Darnell made the motion to adopt the MTP through PC Resolution 2010-1. Mr. Pat Lucero seconded the motion. The motion passed unanimously.

6. ADOPT THE FY2011-2016 TRANSPORTATION IMPROVEMENT PROGRAM

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject:	FY2011-2016 Transportation Improvement Program (TIP)
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	April 6, 2010

BACKGROUND

- The MPO updates the TIP on an annual basis.
- Staff has met with the entities to revise project information.
- The TIP Introduction and financial plan have been developed.
- Final revisions have been added to the TIP.
- A 30-day public comment period closed on April 7 and a public hearing on the TIP was held during the Technical Committee meeting on March 25.

CURRENT WORK

- Public comments have been incorporated into the final TIP document.
- The STIP will be revised based on the MPO TIP.

ANTICIPATED WORK

- The Policy Committee is expected to adopt the FY2011-2016 TIP through resolution at their April 15 meeting.

ATTACHMENTS

- FY2011-2016 TIP Introduction, Regionally-Significant, Non-Regionally Significant, and Unfunded project lists (provided under separate cover to committee members and entity staff; document also available on MPO website).
- PC Resolution 2010-2.

RECOMMENDATION

- It is recommended that the Policy Committee:
 - a. Review the TIP
 - b. Adopt the FY2011-2016 TIP (PC Resolution 2010-2)

Discussion: Mr. Martin Lucero presented the committee information on the three project lists. The Regionally Significant list shows projects with committed funding and the programs that provide the funding. The Non-Regionally Significant shows projects with committed funding but are not federally classified. The list also provides the program's funding sources. The remaining list is the Unfunded projects. Dr. Henderson

asked for a few minutes for the committee to review the lists. Mr. Lucero stated that the MPO is looking for adoption of the TIP, and that if additional projects are funded in the future the TIP would be amended.

Action: A motion was made by Mr. Darnell to adopt the TIP through PC Resolution 2010-2. Mr. Current seconded the motion. The motion passed unanimously.

7. APPROVE THE FY2011 UNIFIED PLANNING WORK PROGRAM

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	FY2011 Unified Planning Work Program (UPWP)
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	April 6, 2010

BACKGROUND

- The Unified Planning Work Program (UPWP) is the fiscal year work plan for the MPO, covering work activities from July 1, 2010 through June 30, 2011.
- Staff reviewed the draft UPWP with both the Technical and Policy Committees in February.
- Staff reviewed the final draft of the FY2011 UPWP with the Technical Committee on March 25.

CURRENT and ANTICIPATED WORK

- Revisions to the draft list of activities, products, and timeframes have been made.
- FHWA PL funding is estimated to be about \$185,893 for FY2011.
- Staff has been advised by the Transit Bureau to use current 5303 funding for FY2011.
- Staff anticipates \$23,500 in FTA 5303 funding for FY2011.

ATTACHMENTS

- Draft FY2011 UPWP (provided under separate cover to committee members and entity staff; document also available on MPO website).

RECOMMENDATION

- It is recommended that the Policy Committee approve the FY2011 UPWP.

Discussion: Mr. Delmagori briefly explained the format of the UPWP and spoke about each of the five program areas and the tasks and objectives that relate to those areas. The Administrative Support Administration is the day to day activities, including updates to supporting documents, the committee meetings, and various resolutions. Staff training is also included in this program area. The next program area, General Development/Comprehensive Planning involves the various documents and activities that relate to the MPO as a whole, such as byproducts of the MTP and the traffic count program. The third program area is the Long Range Transportation Planning. These activities are more specific in nature than the previous section, including GIS and mapping techniques. The Functional Classification was last updated in 2003-2004 and

may be reviewed within this UPWP in conjunction with the development of a major thoroughfare plan for the MPO. Another program area discussed was the Short Range Transportation Planning. This area covers items such as the upcoming Transit Study and the Safe Routes to School program. Activities related to the TIP is the last program area.

Mr. Delmagori briefly explained the MPO Budget. The PL fund distribution was re-evaluated last year and the Farmington MPO received approximately an additional \$100,000 in federal funds for FY2010. As a result, the local entities will now be contributing less to the MPO budget. Mr. Delmagori explained how the budget is developed including how the estimates for local matching funds and the need for overmatch funds are estimated. The PL and 5303 funds cannot be used for building projects, rather only for work by staff.

Action: The motion was made by Mr. Darnell to approve the FY 2011 UPWP. Mr. Current seconded the motion. The motion passed unanimously.

8. ADOPT A RESOLUTION APPROVING THE ANNUAL MPO SELF-CERTIFICATION DOCUMENT

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	MPO Self-Certification Document
Prepared by:	Joe Delmagori, MPO Planner
Date:	April 7, 2010

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 FY2011 UPWP.

ATTACHMENTS

- PC Resolution 2010-3.
- The MPO Self-Certification document, including supplemental information that summarizes how the MPO is effectively carrying out the planning process and its requirements.

RECOMMENDATION

- It is recommended that the Policy Committee adopt Resolution 2010-3, finding that the Farmington Metropolitan Planning Organization meets the requirements for Self-Certification.

Discussion: Mr. Delmagori stated that the self-certification indicates that the MPO is addressing the transportation planning process and major issues within the metropolitan

area. After adoption of the document it will become part of the FY2011 UPWP. Mr. Delmagori explained the attachment to the resolution provides an explanation of how the MPO is addressing each of the sections identified on the self-certification resolution.

Action: Mr. Darnell made the motion to adopt PC Resolution 2010-3. Mr. Current seconded the motion. Members voted and passed the Self-Certification document unanimously.

9. RECEIVE A REPORT FROM THE NMDOT

Discussion: Dr. Widoe shared that he has been the liaison for this MPO for over five years and is extremely honored to have been involved with this organization. He shared that he believes this MPO is the best planning organization in the state for transportation. This MPO consistently sets very high standards, citing the MTP update as an example. In his opinion, this MTP put together by the MPO staff surpasses the original MTP document developed by the consultant. It is one of the most comprehensive and well done MTP plans that Dr. Widoe has seen. He shared that Ray Matthew is taking over Dr. Widoe's position for this MPO. He is going to miss working with everyone, but is excited about moving to Nevada.

Dr. Henderson thanked Dr. Widoe for his service to this MPO and wished him the best with his retirement. Mr. Delmagori echoed those comments and presented Dr. Widoe with a stained glass NM516 road sign as a token of appreciation. Dr. Widoe stated he would forward his contact information to the MPO.

Mr. Martinez and Mr. Matthew from the NMDOT were not present.

10. RECEIVE A REPORT ON THE RED APPLE TRANSIT

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Red Apple Transit Update
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	April 6, 2010

RED APPLE RIDERSHIP

- The Red Apple Transit had a total ridership of approximately 11,000 riders in February.
- Aztec, Bloomfield, and Kirtland experienced drops from the previous month with 9%, 8%, and 17% drops respectfully.
- The Farmington Routes had an 8% increase over the previous month.
- Aztec, Kirtland and Farmington experienced an increase from the previous year.
- However, Bloomfield experienced a 17% decrease over the same period last year.

ATTACHMENT

- The Red Apple Report is attached.

RECOMMENDATION

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

Discussion: Mr. Martin Lucero provided the Red Apple Transit ridership numbers to the committee, which had approximately 11,000 riders in February. The Bloomfield route continues to go against the trends and will be evaluated as part of the transit study. Mr. Darnell brought up the fact that issues brought to his attention all point to the long turn-around time for trips to Aztec, Bloomfield and Kirtland. Mr. Lucero stated that the transit study is expected to take about six months and will look at all aspects of the current system and provide recommendations to improve and enhance the Red Apple Transit.

Action: The report was received.

11. INFORMATION ITEMS

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Information Items
Prepared by:	Joe Delmagori, MPO Planner
Date:	April 6, 2010

INFORMATION ITEMS

- a. **Transit Study.** An RFP was issued on March 22 and bids are due April 13. Proposals will be evaluated on April 21. Staff expects to begin work with the consultant in early May.
- b. **Safe Routes to School Activities.** Schools will hold a Walk to School Day during the week of April 19. Student arrival counts for the spring semester will take place at the participating schools in late April and in early May.
- c. **FY2010 UPWP 3rd Quarter Report.** The summary of MPO planning activities from January through March 2010 is available on the MPO website.
- d. **Quarterly Newsletter.** The latest newsletter is now available.
- e. **Other.**

Discussion: Mr. Martin Lucero shared that the process to request proposals for the comprehensive transit study is currently underway. The evaluation of seven contractors will be completed before the end of April. The SRTS Committee continues their meetings and walking counts are scheduled in the upcoming weeks for the three participating schools. Mr. Darnell asked if the SRTS funding covered any sidewalk improvements. Mr. Lucero shared that the Application for Phase II funding, if awarded, could be used for those types of improvements. Mr. Darnell asked if Apache school was able to qualify under the CDBG funds. Mr. Lucero stated that he believed it did because

of socio-economic factors. The FY2010 3rd Quarter Report has been submitted to the state and the MPO Newsletter is available on the website and will be mailed this week.

12. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Discussion: Ms. Baird stated that she was available to answer any questions that Mr. Current and Mr. Pat Lucero may have regarding the MPO. Dr. Henderson explained to the new members that the Technical Committee is the body who performs all the heavy lifting and sorting through the data and that the Policy Committee acts upon the recommendations of the Technical Committee. Dr. Henderson officially welcomed the new members to the MPO Policy Committee. Mr. Delmagori shared that MPO Staff is working with the Mayor of Farmington to fill the remaining vacancy.

13. BUSINESS FROM THE FLOOR

Discussion: There was no business from the floor.

14. ADJOURNMENT

Discussion: Mr. Pat Lucero made the motion for adjournment. Mr. Current seconded the motion. Meeting was adjourned at 3:30 pm.

Dr. James C. Henderson - Chair

Dee Dee Moore - MPO Admin Aide