

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE MEETING
April 9, 2009

Members Present: Sam Hinson, City of Bloomfield
Mayor Standley, City of Farmington
Sherri Sipe, City of Aztec

Members Absent: Dan Darnell, City of Farmington
Dr. Henderson, San Juan County

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

Staff Absent: Mike Sullivan, MPO Officer

Also Present: Steve Christensen, City of Aztec
Julie Baird, City of Bloomfield
Linda Sillers, SJCI

1. CALL TO ORDER

Mr. Hinson called the meeting to order at 1:35 pm.

2. APPROVE THE MINUTES FROM THE MARCH 12, 2009 POLICY COMMITTEE MEETING

Ms. Sipe made the motion to approve the minutes from the March 12, 2009 meeting. Mayor Standley seconded the motion. Motion carried and minutes were approved.

3. ANNUAL ELECTION OF OFFICERS

FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item

Subject:	Annual Election of Officers
Prepared by:	Joe Delmagori, MPO Planner
Date:	March 31, 2009

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.

Discussion: A discussion was held on the nomination process and prior year positions held. After a short discussion by the Policy Committee Mayor Standley proceeded with the nomination of chair and vice chair positions. .

Action: Mayor Standley nominated Mr. Hinson as Chairman for 2009. Ms. Sipe seconded the motion, the motion carried unanimously. Mayor Standley nominated Ms. Sipe as Vice-Chair. Mr. Hinson seconded the motion, the motion carried unanimously.

4. ANNUAL MEETING RESOLUTION REVISING THE REMAINING DATES FOR THE 2009 POLICY COMMITTEE MEETING SCHEDULE

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Annual Meeting Resolution
Prepared by:	Joe Delmagori, MPO Planner
Date:	April 1, 2009

BACKGROUND

- The Policy Committee adopted PC Resolution 2008-5 at their November 13, 2008 meeting.
- The resolution was amended on January 8 to revise the meeting time of the Policy Committee from 5:30pm to 1:30pm.
- The Policy Committee maintained its regular meeting schedule.

CURRENT WORK

- The Policy Members are asked to amend PC Resolution 2008-5 to indicate that the remaining regular Policy Committee meetings in June, September, and November will be held on the third Thursday of the month.
- PC Resolution 2008-5 is provided with the 2009 meeting schedule that reflects the new meetings dates of the committee.

RECOMMENDATION

- It is recommended that the Policy Committee revise the remaining dates for the 2009 Policy Committee meeting schedule and amend PC Resolution 2008-5.

Discussion: Mr. Hinson inquired whether the time or the date was the main issue for Mr. Darnell's absence and whether there were any issues with Dr. Henderson. Mr. Hinson expressed his desire in trying to adjust the meeting schedule to allow for all policy members to attend on a regular basis. Mr. Delmagori shared the concerns of Policy Committee member Dan Darnell who is unable to meet on the 2nd Thursday of the month. Mr. Darnell has suggested that the meetings be moved to the 3rd Thursday of the month. Mr. Delmagori contacted each member and the consensus was that for the remaining Policy Committee meetings in June, September and November that the 3rd Thursday was available for all members.

Action: Mayor Standley made the motion to approve the amended Policy Committee Resolution 2008-5. Ms. Sipe seconded that motion. The motion was voted and approved. The Policy Committee revised the remaining dates for the 2009 Policy Committee meeting schedule and amended PC Resolution 2008-5 unanimously.

5. APPROVE THE FY2009 UPWP BUDGET AMENDMENT

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	FY2009 UPWP Budget Amendment
Prepared by:	Joe Delmagori, MPO Planner
Date:	March 31, 2009

BACKGROUND

- Due to unexpended FTA 5303 funds, NMDOT redistributed out the funds to the MPOs in the State.
- The FMPO is receiving an additional \$16,404 in 5303 with a required match of \$4,101 for a total of \$20,505.
- A Work Authorization was submitted to the MPO on March 9 with final FTA 5303 amounts.

CURRENT WORK

- A budget amendment is needed to approve the additional \$16,404 in federal 5303 that is available to the MPO.
- The new FTA 5303 funding levels for FY2009 are as follows:
 - \$38,214 in federal share
 - \$9,554 in required local match
 - \$47,768 in total FTA 5303
- The Technical Committee recommended approval of the FY2009 UPWP budget amendment on March 26.

BACKUP MATERIAL

- Summary tables that show the revised FTA 5303 amounts for the MPO.

RECOMMENDATION

- It is recommended that the Policy Committee approve the FY2009 UPWP budget amendment.

Discussion: Mr. Delmagori shared that the MPO had received additional federal funds of \$16,404 and that with the local match of \$4,101 it would increase the FTA 5303 Funds by \$20,505. Mayor Standley asked if the planning funds were used to hire outside planners or contract people for the planning process. He also questioned what would happen if all planning funds went away where would the MPO get their funds? Mr. Delmagori stated that the entities would have to make up the difference, but that the MPO would continue to perform as regulated. Mayor Standley inquired concerning the rumor about restructuring, indicating that the current MPO population requirement would be at a threshold of 250,000 rather than 50,000 and asked Staff to look into the possibility of a new population threshold being implemented and all of its implications. Mr. Delmagori stated that he believed existing MPO's would stay intact and that he would verify with NMDOT and the Federal Highway Administration liaison with the state.

Action: Ms. Sipe made the motion and Mayor Standley seconded it. Motion was voted on and approved unanimously. The Policy Committee approved the FY2009 Unified Planning Work Program budget amendment.

6. ADOPT THE FY2010-2015 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) (PC Resolution2009-3)

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	FY2010-2015 Transportation Improvement Program (TIP)
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	March 31, 2009

BACKGROUND

- The MPO updates the TIP on an annual basis.
- The entities and each MPO committee have reviewed and provided comments on the draft FY2010-2015 TIP.
- No public comments on the TIP were received during the 30-day comment period or during the public hearing held on March 26.
- The Technical Committee recommended adoption of the FY2010-2015 TIP on March 26.

CURRENT WORK

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

ATTACHMENTS

- Final Draft of the FY2010-2015 TIP (provided under separate cover to committee members and entity staff; document also available on MPO website).

RECOMMENDATION

- It is recommended that the Policy Committee adopt the FY2010-2015 TIP through PC Resolution 2009-2.

Discussion: Mr. Lucero opened the discussion by reviewing a flow chart that describes how the MTP, TIP, and UPWP all interrelate. He highlighted the projects with federal funding as well as the local stimulus projects that have been recommended by District 5. Mayor Standley asked if the stimulus funds were already secure. Mr. Lucero shared that the recommendations will be sent to Governor Richardson’s office for his approval. Mayor Standley questioned if the recommended funds were 100% for the listed projects. Mr. Delmagori shared that Bloomfield’s project is 100% funded, Farmington’s Wildflower and the County’s project are just short of that 100% mark. Mayor Standley stated that all 3 of our congressional representatives implied that the projects would need to be reapplied for under the reauthorization plan. Mr. Christensen shared that those types of projects would be applied for individually by the entities, but that they will need the blessings of the MPO and will need to be in the approved TIP.

Action: Mayor Standley made a motion to adopt PC Resolution 2009-2. Ms. Sipe seconded that motion. A vote was taken and PC Resolution 2009-2 was adopted unanimously. The Policy Committee adopted the FY2010-2015 Transportation Improvement Plan through PC Resolution 2009-2.

7. ADOPT A RESOLUTION APPROVING THE ANNUAL MPO SELF-CERTIFICATION (PC Resolution 2009-3)

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	MPO Self-Certification Document
Prepared by:	Joe Delmagori, MPO Planner
Date:	March 31, 2009

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 FY2010 UPWP.

ATTACHMENTS

- PC Resolution 2009-3.
- 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 2009-3, finding that the Farmington Metropolitan Planning Organization meets the requirements for Self-Certification.

Discussion: Mr. Delmagori shared with the Policy Committee information on how the MPO Staff is meeting the Self-Certification requirements of SAFETEA-LU as outlined on page 23 and 24 of the agenda. Mr. Hinson asked for the acronym for SAFETEA-LU. Mr. Delmagori responded that the letters stood for: Safe, Accountable, Flexible, Efficient Transportation Equity Act - A Legacy for Users and that it was the Federal Law that guides the work that the MPO does. Mayor Standley questioned how we were meeting the requirements. Mr. Delmagori gave several examples such as: planning documents, Public Participation and public notices, City of Farmington Human Resources practices and Disadvantages Business Enterprises.

Action: Ms. Sipe made the motion to approve the MPO Self-Certification Document through Policy Committee Resolution 2009-3. Mayor Standley seconded that motion. The vote was taken and PC Resolution 2009-3 was adopted unanimously. The Policy Committee adopted PC Resolution 2009-3 that states that the Farmington Metropolitan Planning Organization meets the requirements for Self-Certification.

8. APPROVE THE FY2010 UNIFIED PLANNING WORK PROGRAM (UPWP)

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	FY2010 Unified Planning Work Program
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	March 31, 2009

BACKGROUND

- The Unified Planning Work Program (UPWP) is the fiscal year work plan for the MPO, covering work activities from July 1, 2009 through June 30, 2010.
- Staff reviewed activities, projects, other planning tasks, and the budget with each MPO committee during March.
- The most important project in FY2010 will be the completion of the update to the Metropolitan Transportation Plan.
- The Technical Committee recommended approval of the FY2010 UPWP at their March 26 meeting.

CURRENT WORK

- Staff has completed the final draft of the FY2010 UPWP.
- Staff developed the MPO budget based on PL funding estimates received from NMDOT.
- Since no 5303 estimates were provided, staff has been advised by the Transit Bureau to use current 5303 funding for FY2010.
- The possibility of additional PL funding for FY2010 is still undetermined at this time.
- The final draft is provided for final review and action.

ATTACHMENTS

- Final Draft of the FY2010 UPWP (provided under separate cover to the committee members and entity staff; also available on the MPO website).

UPWP SCHEDULE

MONTH	ACTION
January-February 2009	Issue the Call for Projects
February - March 2009	Develop UPWP program areas
March 26, 2009	Technical Committee recommends approval of UPWP
April 9, 2009	Policy Committee approves the FY2010 UPWP

RECOMMENDATION

- It is recommended that the Policy Committee approve the FY2010 UPWP.

Discussion: Mr. Lucero provided an overview of the final draft FY2010 UPWP by covering the sections that are most affected during this fiscal year. The Administration and Support section addresses the Joint Powers Agreement which will conclude in September. The Metropolitan Transportation Plan will consume the greatest number of hours during FY2010 since it needs to be complete by April 2010. Mr. Lucero continued with the next areas of interest: population and employment forecasting, project and policy development, as well as economic and freight issues. The next section covers the Bicycle Pedestrian, Transit and Multi-modal. The other areas covered were the Roadway Plan, the Safety Elements, Air Quality and Traffic Counts. Mr. Hinson had questions about the funding for traffic counts, impact on reclassifications and changes in traffic volumes from year to year. Mr. Delmagori answered that MPO funding is typically above the actual costs incurred each year for traffic counts, that the Bloomfield reclassification was submitted to FHWA for approval, and that the average increases in traffic tend to be approximately 2% per year. Mayor Standley asked how long the traffic count is effective. Mr. Lucero shared that MPO Staff currently has a 3 year rotation on the count sites, excluding the river crossings which are done each year. Mr. Lucero

stated that the NMDOT Transit Bureau told the FMPO to use last year's FTA 5303 dollar amounts for this UPWP, which can be amended if more money is received.

Action: Mayor Standley made a motion to approve the FY2010 UPWP as presented. Ms. Sipe seconded the motion. The vote was unanimous in favor of approving the FY2010 Unified Planning Work Program. The Policy Committee approved the FY2010 Unified Planning Work Program.

9. RECEIVE A STATUS REPORT ON THE METROPOLITAN TRANSPORTATION PLAN (MTP) UPDATE

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Metropolitan Transportation Plan (MTP) Update
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	March 31, 2009

BACKGROUND

- Staff has developed a future road network map that identifies potential future road improvements and proposed road classification changes.
- Staff held three public meetings in February to seek input on the future road network map and on possible transit expansion options.
- Population data in the MPO boundary showing the change from 2000 to 2008 has been collected.
- MTP Goals and Objectives have been reviewed.

CURRENT WORK

- Surveys have been issued to the public and various organizations to seek input on travel characteristics and needed transportation improvements.
- Freight data collection.
- Research on transit needs assessments.
- Collect employment data to show change from 2000 to 2008.

ANTICIPATED WORK

- Complete population and employment projections.
- Finalize the future road network map.
- Begin the needs assessment for Red Apple Transit.

ATTACHMENTS

- Population and Employment growth maps will be provided at the meeting.

RECOMMENDATION

- It is recommended that the Policy Committee receive a status report on the Metropolitan Transportation Plan (MTP) Update.

Discussion: Mr. Lucero discussed the population data and employment numbers beginning with numbers from the 2000 census. On the 2005 map the employment numbers were based off of actual businesses in existence and the average number of employees within that sector. Employment numbers for 2005 show that the City of Aztec had approximately 3,852 jobs, the City of Bloomfield had approximately 3,229 jobs, the City of Farmington had approximately 32,890 jobs and the urbanized areas of San Juan County had approximately 11,573 jobs. Most of the growth was along NM 516 and US 64 which are commercial corridors. The 2008 employment data shows an increase of 20,000 jobs over the year 2005. The City of Aztec and the City of Bloomfield had approximately 4,250 jobs, the City of Farmington had approximately 36,300 jobs and San Juan County had approximately 12,781 jobs.

Mayor Standley asked where this information was found. Mr. Lucero stated that the cities know exactly what kind of permits were issued and what type of facilities were built, and additional information was gathered from Federal sources through data-mining techniques. Mr. Hinson asked about the affect of recession on those numbers. Mr. Lucero took the recession years from the nation as well as New Mexico and San Juan County and plotted them on a graph. These dates went back to cover the timeframe from 1969 to 2006. What was realized was that during a national recession, San Juan County slowed down but continued to grow. Mayor Standley shared that he received numbers that Farmington is ranked #7 in the nation for lowest unemployment and that New Mexico ranks very well with only 4% unemployment. Mr. Lucero also found that the Farmington Metropolitan Statistical Area (MSA) was ranked #17 out of 327 in the nation for lowest unemployment and highest amount of growth during a downturn in the economy.

Mr. Delmagori started his presentation with a review of the future roadway map presented to the Policy members at previous meetings. Using the population and employment projections that Mr. Lucero has identified, areas that are targeted for growth have shown up, such as between Aztec and Bloomfield and the Crouch Mesa area. These identified areas then will tie back into the Transportation System that will need to be in place to support the growth. Mr. Delmagori will also be focusing on a Freight Study. The Department of Transportation completed a statewide freight study that talked briefly about the US 550 being a critical corridor in this area. Applicable elements of that study will be used for the MTP.

Action: A status report was received.

10. RECEIVE A REPORT ON THE RENEWAL OF THE JOINT POWERS AGREEMENT

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Renewal of the Joint Powers Agreement
Prepared by:	Joe Delmagori, MPO Planner
Date:	March 31, 2009

BACKGROUND or PREVIOUS WORK

- The Joint Powers Agreement (JPA) is the document that binds the cities of Aztec, Bloomfield, and Farmington, and San Juan County to the Metropolitan Planning Organization.
- The JPA is set to expire on September 30, 2009.
- The JPA explains the responsibilities of the City of Farmington as the fiscal agent and the functions and organizational structure of the Policy and Technical committees.
- It describes the roles and work products required of the MPO.

ANTICIPATED WORK

- Over the next several months, the MPO and its members will review and update the JPA as needed.
- The MPO requests input from its members on potential changes to the JPA.
- Current staff descriptions as outlined in the JPA could be added and modified.
- This would be an opportunity to discuss future staff positions.
- New local funding contribution formulas could be discussed based on population proportions within the member entities.
- NMDOT and the statewide MPOs are holding initial discussions about possible restructuring of PL funding equations, which could provide additional PL funds to the FMPO.
- The renewal process for the JPA will likely conclude in September with adoption of the new JPA by the Policy Committee through resolution.

RECOMMENDATION

- It is recommended that the Policy Committee receive a report on the renewal of the Joint Powers Agreement.

Discussion: Mr. Delmagori briefly outlined the contents of the Joint Powers Agreement. Mr. Hinson asked whether the breakdown among the four entities was going to be discussed given the tightening on all the entities budgets. Mayor Standley shared that he didn't see it changing much. Mr. Delmagori spoke about the 2008 population estimates based on Mr. Lucero's forecasts which totaled approximately 99,000. The population estimated for the City of Aztec was at 8,100, for the City of Bloomfield was at 7,500, for the City of Farmington was at 45,000 and for the portion of San Juan County within the MPO boundary was at 38,500. Mayor Standley asked for the scope of the MPO boundary. Mr. Delmagori explained the boundaries: to the North at mile marker 169 on US 550 about 5 miles south of the Colorado border, a few miles to the south of Bloomfield on US 550 and a mile west of the road that leads to the APS power plant off of US 64.

Mr. Christensen summarized the importance of the MPO and the role it plays in bringing all of the entities together and that the members of the Policy Committee can use their positions to guide the direction of the work accomplished by the MPO staff.

Mr. Delmagori went on to address budget scenarios that have been discussed at the MPO Quarterly meeting. Unobligated funds in the amount of \$792,000 were available for distribution to the MPO's. The distribution of the funds being allocated are based first on the prior year's overmatch and then by MPO population percent per total urbanized population for the remainder of the funds. Mr. Delmagori informed the committee that

this is a tentative plan pending approval by the Department of Transportation, but at this time it appears the MPO may receive an additional \$109,000 in PL funds for FY2010.

Action: A report was received.

11. RECEIVE A REPORT OF THE RED APPLE TRANSIT

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION
Agenda Item**

Subject:	Red Apple Transit Update
Prepared by:	Martin Lucero, MPO Associate Planner
Date:	April 1, 2009

RED APPLE UPDATE

- Overall ridership reached nearly 10,423 passengers in February.
- Farmington saw a 7% increase in ridership over previous month.
- Aztec, Bloomfield, and Kirtland all saw decreases in ridership over previous months, with -12%, -3%, and -20% respectfully.
- Aztec, Bloomfield, and Kirtland had increases over the same period last year with 5%, 67%, and 10% respectfully.
- Farmington saw a 13% increase over this time last year.
- The ridership report is attached.

RECOMMENDATION

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

Discussion: Mr. Lucero informed the committee that the Red Apple continued to do well and that ridership numbers were up by 7% overall. Mayor Standley provided the history of the Red Apple sharing that it was originally restarted in 1998 with two vans and only 87 riders during the first month after the 1986 failed attempt. For four years the route stayed the same, then was expanded to the A and B routes now known as the Red and Green Routes. The growth in the region required additional buses, which now provide transportation to Aztec, Bloomfield and Kirtland, including the largest ridership stop at San Juan College.

Action: A report was received.

12 RECEIVE A REPORT FROM NMDOT

Discussion: Mr. Delmagori informed the committee that Dr. Widoe called and didn't have any news for us regarding the stimulus projects. The Farmington MPO still has the recommendation for the four projects. Dr. Widoe wanted Mr. Delmagori to remind the committee that the Northwest Regional Planning Organization Meeting will be held on May 13, 2009 and is going to be in Zuni at the UNM campus facility.

Action: The report was received.

13. INFORMATION ITEMS

FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item

Subject:	Information Items
Prepared by:	Joe Delmagori, MPO Planner
Date:	March 31, 2009

INFORMATION ITEMS

- a. **FY2010 Budget Scenarios.** NMDOT and the statewide MPOs met on April 8 to discuss the distribution of unobligated PL funds as well as to develop a revised formula for distributing PL to the five MPOs. A summary of the meeting will be provided.
- b. **Safe Routes to School Program.** A Bike Rodeo is scheduled for May 30th. Donations and sponsors for the event are being secured. Student arrival counts will be taken at Apache Elementary (week of April 13) and at McKinley Elementary (week of April 20). Funding from the SRTS Phase 1 grant awarded to the City of Farmington can be used starting July 1.
- c. **Other.**

Discussion: Mr. Delmagori previously covered the unobligated funding that may be available to the MPOs. The MPO will have an information booth set up with brochures and general information at the Bike Rodeo in May. Mayor Standley addressed an issue regarding trash cans blocking the sidewalks. Mr. Delmagori informed the Mayor that Steve Krest is looking into this concern. Mayor Standley indicated that if the trash cans are moved into the street that they can become a traffic concern.

Action: A report was received.

14. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Discussion: There was no business from the Chairman, members or staff.

15. BUSINESS FROM THE FLOOR

Discussion: Linda Sillers from San Juan Center for Independence shared an upcoming seminar in regards to Traumatic Brain Injuries (TBI) and that her numbers show we are leading the state in TBI. The Police Department, medical personnel, and schools have all been invited to attend. Mr. Hinson and the Mayor were interested in the specific causes that contribute to put this region in the lead. Ms. Sillers had no facts to support that claim with her.

16. ADJOURNMENT

Mayor Standley made a motion to adjourn. Ms. Sipe seconded that motion. A vote was taken and the meeting was adjourned at 3:25 pm.

Sam Hinson, Chairman

Dee Dee Moore, MPO Admin Aide