

**MINUTES**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**TECHNICAL COMMITTEE MEETING**  
**April 28, 2011**

Technical Members Present: Mike Huber, City of Aztec  
Cindy Lopez, City of Farmington  
Nica J. Westerling, City of Farmington  
Dave Keck, San Juan County  
Chico Quintana, City of Farmington, Alternate

Technical Members Absent: Vacant, City of Bloomfield

Staff Present: Mary L. Holton, MPO Officer  
Joe Delmagori, MPO Planner  
Martin Lucero, MPO Associate Planner  
June Markle, MPO Administrative Aide

Staff Absent: None

Also Present: Fran Fillerup, City of Farmington, Alternate  
Larry Hathaway, San Juan County  
Linda Sillers, San Juan Center for Independence

**1. CALL TO ORDER**

Ms. Lopez called the meeting to order at 10:04 a.m.

**2. APPROVE THE MINUTES FROM THE MARCH 24, 2011 TECHNICAL COMMITTEE MEETING**

Mr. Huber made a motion to approve the minutes from the March 24, 2011 Technical Committee meeting. Mr. Quintana seconded the motion. The motion passed unanimously.

Ms. Westerling arrived at the meeting following approval of the minutes.

**3. RECEIVE A REPORT ON CENSUS 2010 DATA AND THE DELINEATION OF TRAFFIC ANALYSIS ZONES (TAZs) AND TRAFFIC ANALYSIS DISTRICTS (TADs) FOR THE FMPO**

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**Agenda Item**

<b>Subject:</b>	2010 Census and TAZ/TAD Delineation
<b>Prepared by:</b>	Martin Lucero, Associate MPO Planner
<b>Date:</b>	April 20, 2011

#### BACKGROUND or PREVIOUS WORK

- State and local Census figures have been made available by the Census Bureau.
- As part of the 2010 Census and the American Community Survey the Farmington MPO has been asked to participate in the Census Bureau's 2010 Traffic Analysis Zone (TAZ) Program.
- The Traffic Analysis Zone (TAZ) Program is a specialized program used for delineating TAZs and Traffic Analysis Districts (TADs) in support of the Census Transportation Planning Products (CTPP).
- TADs are a new, higher-level geographic entity for traffic analysis. TADs are built by aggregating TAZs.
- The TAZ Program is designed to allow MPOs and State DOTs to define zonal systems and geographic summary layers suitable to their planning.

#### CURRENT WORK

- MPO staff has downloaded the TAZ MAF/TIGER Partnership Software (MTPS) and all program documentation.
- MPO Staff is currently evaluating the proposed 2010 TAZ and TAD boundaries based on 2010 census tabulation blocks, block groups and tracts, to ensure that all the demographic requirements are met.

#### ANTICIPATED WORK

- Staff will make adjustments to the proposed 2010 TAZs.
- Staff will create new TADs boundaries.
- Staff will provide information to the US Census Bureau within the three month timeframe.

#### RECOMMENDATION

- It is recommended that the Technical Committee receive a report on the 2010 Census and the TAZ/TADs Delineation for the FMPO.

**DISCUSSION:** Mr. Lucero reported that Staff has begun evaluating the preliminary population census data. The first release of the refined US Census tables should be in June with the second release of information coming sometime in early fall. Employment numbers for 2010 should be available once the American Community Survey is released.

Mr. Lucero stated that Staff is working with the US Census Bureau to determine new TAZ boundaries for the MPO that will correlate with information releases from American Community Survey. All States and MPOs nationwide have been asked to delineate a new demographic boundary called TADs that will furnish appropriate information and eliminate reporting holes throughout the nation. The information will be issued on a three-year period for communities the size of our MPO. Mr. Lucero added that communities the size of Albuquerque would receive information every year and communities the size of Shiprock who are not part of an MPO would receive

information every five years. Ms. Westerling asked how districts were determined. Mr. Lucero stated that the size of the district is based on ten factors, several of which are based on population size, area and employment numbers. The biggest determining factor is having a minimum population size for any given TAZ of at least 600 individuals. It is believed that specific individuals can be identified within an area if the population number falls below 600. The second determining number for a TAZ is employment and that number can start as low as 100 jobs. Mr. Lucero said that a corridor district cannot be created. An example is making Main Street in Farmington a district just to get specific numbers for Main Street. This is maintained through a ratio of the circumference of the circle needed to encompass the entire TAZ and the total area of the TAZ. The total ratio must be within 80%. Ms. Westerling asked if this applies even if the urbanized area is Main Street. Mr. Lucero said that was correct.

Mr. Lucero continued to review the TAZ information by presenting some maps of the TAZ structure. He stated that Staff would evaluate each census block to ensure it correlates to an appropriate TAZ. Some areas are not accurately mapped and will be changed because they show a block that does not match up to a street. Mr. Lucero highlighted on the map the neighborhood west of Butler and north of 20<sup>th</sup> Street. The natural break for this TAZ should be 38<sup>th</sup> Street, but it was taken one block further north. Staff has moved this TAZ one block south to 38<sup>th</sup> Street. Mr. Lucero noted that the TAZs get bigger further out into the MPO area in order to reach the minimum population number. Staff will review the TAZ information to see if neighborhoods are cohesive and ensure information is available to the entities in a format that can be used for applying for federal and other community grants, such as safe communities.

Mr. Lucero stated Staff is in the initial stages of developing this information and hopes to have it completed by mid-June. By that time, the second drop of more specific information, such as elderly and ethnicity, should have been received. Mr. Lucero reviewed the state and local census figures for the entities and stated that projections used for the long-range plan were accurate.

**ACTION:** The report was received.

#### **4. RECEIVE A SUMMARY REPORT ON FUNCTIONAL CLASSIFICATION CHANGE REQUEST FORMS**

##### **FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item**

<b>Subject:</b>	Functional Classification Request Forms
<b>Prepared by:</b>	Martin Lucero, MPO Associate Planner
<b>Date:</b>	April 20, 2011

#### **BACKGROUND or PREVIOUS WORK**

- On January 25, 2011 Staff met with NMDOT to discuss and review traffic counts and the MPO federally classified road network.
- Staff has provided NMDOT with a GIS layer indicating all of the federally classified road sections that were not in their geo-data base.
- Staff discussed the possibility of helping NMDOT update their thoroughfare plan for the MPO region and submitting requests for reclassification and/or adding roadways to the classification system.

#### **CURRENT WORK**

- MPO staff has reviewed the MPO Major T-Plan and has created templates to submit to NMDOT for roadways that meet classification criteria.
- The road classifications for existing roads have been placed into the reclassification templates for consideration by NMDOT.

#### **ANTICIPATED WORK**

- Staff will meet with member entities to review templates and help to facilitate the reclassification requests.
- Staff will provide templates to member entities for completion.

#### **RECOMMENDATION**

- It is recommended that the Technical Committee receive a status report on the functional classification change request forms.

**DISCUSSION:** Mr. Delmagori stated that Staff had been to Santa Fe recently to review the MPO traffic count program and the federal classification database with NMDOT's information. Several roads were found not to be in the NMDOT database. Part of the process to get this information corrected will be to complete the NMDOT functional classification change request forms for each of the unclassified or misclassified road sections. Mr. Delmagori said the template information pertains to the reason the change is being requested, what is the current classification, and what is the new classification type. This new information will relate to the traffic count information and feed into the MPO Major Thoroughfare Plan as well as provide good local information for the completion of future project forms.

Mr. Lucero stated that Staff has identified approximately 75 road sections within the MPO that need classification updates. Mr. Lucero reviewed the template and stated that Staff has already begun completing the template on each road section for each entity. Since each entity best understands their own road segments, they will be responsible for providing the specific details for their road sections and for evaluating if they want additional information such as pictures included with the templates.

Once the templates have been updated and returned to Staff, the entire package will be forwarded to the State who will review and evaluate it and then send it on to the Federal government. Once approved, a letter will be received for the reclassifications

and the approved road sections will become part of the federally classified highway system database, which opens those roads up for future funding.

Mr. Lucero reiterated that some of the roads are already federally classified, but Staff is working to reclassify these to the proper classification. Mr. Lucero stated that Staff would like to get the templates completed by mid-summer so the project can be finished by early fall. Mr. Lucero said that each of the road sections has already been identified by Staff and they plan to review the forms with each entity during the next month or so.

Mr. Lucero noted that the last time the State evaluated the road system in this area was in 2004. Many changes and improvements that have taken place in the last seven years are missing from the database which makes completing the functional classification change request forms so important.

**ACTION:** The report was received.

#### **5. RECEIVE A REPORT FROM NMDOT**

**DISCUSSION:** No representatives from NMDOT were in attendance.

Mr. Delmagori did comment that Mr. David Martinez had been promoted to the Assistant District Engineer for the maintenance side of District 5. Mr. Phil Gallegos will be our liaison until Mr. Martinez's position can be filled.

#### **6. RECEIVE A SUMMARY REPORT ON THE NMDOT STATE RAIL PLAN STAKEHOLDER AND PUBLIC MEETING**

##### **FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item**

<b>Subject:</b>	NMDOT State Rail Plan
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	April 20, 2011

##### **BACKGROUND or PREVIOUS WORK**

- MPO staff coordinated a kick-off meeting with local stakeholders and the public on March 30, 2011.
- Presentations were given by NMDOT Rail Division and Margret McDaniel from SJDS.
- Staff facilitated a public question and answer session.

##### **CURRENT WORK**

- Staff collected input and recommendations at the public meeting and issued a

- meeting summary.
- Staff will consider input received from stakeholder groups and begin to develop rail strategies for San Juan County that can be incorporated into the Statewide Rail Plan.

**ANTICIPATED WORK**

- The MPO will coordinate additional stakeholder public meetings as development of State Rail Plan continues.
- Develop local rail strategies.
- Provide additional local input and information to NMDOT Rail.

**ATTACHMENTS**

- The summary of comments from the March 30 stakeholder meeting.

**RECOMMENDATION**

- It is recommended that the Technical Committee receive a summary report on the State Rail Plan Stakeholder and Public Meeting.

**DISCUSSION:** Mr. Delmagori reported that back in October 2010, Mr. Bill Craven with NMDOT presented an overview of the State’s Rail Plan. There were several in attendance who believed the Rail Plan would be of great benefit to this area. As a result, a stakeholder public meeting was organized on March 30<sup>th</sup> to discuss the Plan. Mr. Delmagori briefly reviewed the meeting summary: Mr. Craven was in attendance and gave his overview presentation; Ms. Margaret McDaniel with SJEDS followed with a brief summary of rail initiatives her organization has conducted in past years; the meeting was then opened to public comment and discussion. Some of the big items discussed were the impact rail could have on this area, what materials could be hauled out of the area to prevent having empty train cars, a rail line running through this area from I-40 to I-70, and how the rail line could improve the maintenance of our road facilities by reducing truck traffic.

The meeting summary information was provided to Mr. Craven to assist his consultant team in determining how rail might be implemented in this area. Ms. Westerling asked what products were discussed as possibly being hauled from this area. Mr. Delmagori stated they were no concrete examples discussed at the meeting except possibly products from NAPI. Mr. Lucero stated that being able to meet the 100-rail car requirement seemed to be the stumbling block. Mr. Hathaway suggested that fly ash from the power plants could be a possible backhaul. Ms. Westerling added that getting stakeholders together to brainstorm on possible products to backhaul would probably produce some good ideas. Ms. Westerling asked if a representative from Ratheon had been in attendance. Mr. Delmagori said he didn’t believe Ratheon had been represented at the meeting, but agreed they should be identified as a stakeholder. Staff will make sure to stay in touch with both SJEDS and the local Chambers.

Mr. Lucero added that the meeting was well attended by every major stakeholder and Mr. Craven stated at the conclusion of the meeting that it had been the best attended of any meeting they had held.

Staff will stay in contact with Mr. Craven and possibly host another stakeholder meeting once the draft Plan is issued. Mr. Lucero commented that the Plan will have two sections: one section will show the concrete and identified areas that have possible funding; and the second section will list unfunded projects where a need and interest has been identified.

**ACTION:** The report was received.

## **7. INFORMATION ITEMS**

### **FARMINGTON METROPOLITAN PLANNING ORGANIZATION Agenda Item**

<b>Subject:</b>	Information Items
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	April 20, 2011

#### **INFORMATION ITEMS**

- a. **Actions at the April 21 Policy Committee meeting.** Staff will discuss action taken by the FMPO Policy Committee on Amendment #1 to the 2035 MTP, the FY2012-2017 TIP, the FY 2012 UPWP, and the MPO Self Certification.
- b. **FY2011 UPWP 3rd Quarter Report.** The quarterly report for the 3rd quarter of FY2011 was prepared and submitted on April 20, 2011 to the New Mexico Department of Transportation (NMDOT). It is available on the MPO website.
- c. **Quarterly Newsletter.** The current newsletter is available on the MPO website.
- d. **MPO Major Thoroughfare Plan Update.** At the request of the Farmington City Council, Staff has held two in a series of three public meetings in the Northeast Farmington Area to discuss the impacts of the MPO Major Thoroughfare Plan to that area of the City of Farmington. The last is scheduled for April 28.
- e. **Safe Routes to School Program Activities.** Student arrival counts have been taken at the participating schools during April.
- f. **Other.**

**DISCUSSION:** Mr. Delmagori stated that at the Policy Committee meeting on April 21<sup>st</sup>, the FY2012 UPWP and the revised transit chapter to the 2035 long-range transportation plan were approved. The MPO Self-Certification was also approved and has been provided to the State for approval and signatures. The Policy Committee adopted the FY2012-2017 TIP and the prioritized lists of projects.

Mr. Delmagori added that NMDOT has said that some of the larger projects can be phased and that some of those phases may be programmed in later years of the STIP or potentially with year-end dollars when the District balances its books for the Federal fiscal year closeout. The phases will need to be construction ready meaning that all the engineering and clearances have been completed. The phases are not yet reflected in the TIP, but an administrative adjustment will happen with an update for the Technical Committee meeting in May.

The 3<sup>rd</sup> Quarter FY2011 UPWP Report was completed and is available on the MPO website.

The 3<sup>rd</sup> Quarter Newsletter is also available on the MPO website.

Mr. Delmagori stated that the MPO sought adoption of the FMPO Major Thoroughfare Plan by the Farmington City Council in March, but they requested that the MPO go out for public input particularly with the Northeast Farmington area and its interaction with the Northern Route. Two of the three meetings have been completed with the final meeting being held at 6:00 p.m. this evening. Most of the comments have been positive with the proposal to have the Northern Route going over the top of Foothills with secondary roads such as College, Foothills, and roads on the east side to help disperse traffic to and from the Northern Route along with a series of collector routes to also help distribute traffic to and from those residential neighborhoods. The only piece still hitting a roadblock is the extension of Foothills. Staff will compile all the comments from each of the meetings, meet with City of Farmington staff to evaluate, and then present the information to Farmington's City Council.

Mr. Delmagori reported that Staff and other volunteers have been taking student arrival counts this month for the spring semester of the Safe Routes to School program. These counts were taken at the four participating elementary schools: Apache, Ladera, McKinley, and Mesa Verde. With three years of data, trends are being seen not only from fall semester to spring semester, but from year to year as well. The number of students walking to school during this spring count has dropped in comparison to last fall.

## **8. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF**

**DISCUSSION:** Mr. Huber presented a resolution passed by the City of Aztec which urges NMDOT to start performing basic routine maintenance on state roads within Aztec. This resolution came out of a meeting several months ago with the City of Aztec, San Juan County, and the MPO on who would take the lead on the reconstruction of NM 173. Those at the meeting believed that NMDOT should take the lead on this work, which then led to discussion on the lack of any basic repair or maintenance on most roads within this area. The MPO took this discussion back to the Policy Committee and

their recommendation was for the member entities to pursue a maintenance agreement with NMDOT instead of urging action through a resolution. Mr. Huber stated that the City of Aztec's Commission agreed with that recommendation, but also believed the first step with a new administration was to get their attention with this long-standing issue and ask for some action. Mr. Huber said the resolution would be mailed along with a letter from the City of Aztec's Mayor to the Governor, with copies to local State Representatives and the Cabinet Secretary of the DOT. The Aztec Commission is hopeful that this resolution will spur further dialogue on a maintenance agreement with NMDOT. Ms. Westerling suggested sending a copy of the resolution to the Policy Committee so they are aware of steps being taken. Mr. Huber will get copies of the information to Staff and they will distribute it to all Policy and Technical Committee members.

Mr. Keck stated that the San Juan County Commission has a similar resolution on the agenda for their meeting next week. He said this was basically the same resolution as the City of Aztec's and that he and Mr. Huber had collaborated to develop the wording for the resolution. Mr. Keck asked if the City of Bloomfield and the City of Farmington were planning to adopt similar resolutions. Mr. Delmagori said that this is what had been discussed at the meeting months back and believed it would be beneficial for all four cities to be united. Ms. Lopez asked if the Policy Committee had spoken about developing this type of resolution. Mr. Delmagori replied that the Policy Committee had recommended a maintenance agreement that would allow for action to be taken. Mr. Lucero added that the Policy Committee was more in favor of a JPA, but was not opposed to a resolution. He felt that providing a copy of Aztec's resolution to the City of Farmington staff would allow for its presentation before Farmington City Council.

Mr. Delmagori said it sounded as if this was a direction the MPO wanted to pursue as well. Ms. Westerling stated that her understanding was that the road exchange agreement gave primary maintenance responsibility for the streets to the City of Farmington. Mr. Keck stressed that aside from the U.S. highways, there are secondary roads in the area that are coming apart and are quickly becoming beyond repair. Mr. Keck added that NMDOT deserves credit for their work on US 491 and US 64, but there is so much more that needs to be done. Mr. Keck stated that San Juan County has been trying for years to get a maintenance agreement for picking up litter along all the highways in the area as well as for blading NM 57, but no agreements have been signed. Mr. Huber stated this is why the City of Aztec Commission decided to take a top-down approach to the issue.

There was some discussion on NMDOT maintenance facilities in the area appearing to be understaffed or unstaffed and how that limits the maintenance work done in San Juan County. Mr. Keck added that, hopefully, the MPO will have more dialogue and support for this area's repair and maintenance needs with Mr. Martinez in his new position as Assistant District Engineer. Mr. Keck said that the southern part of the state has very good chip seal programs where resources are consolidated and crews spend the summer months chip sealing the roads. Ms. Westerling suggested Mr. Martinez be invited to the next Technical Committee meeting to specifically discuss the maintenance needs of the area and ways to consolidate efforts and resources. Mr. Delmagori asked if there was consensus for an MPO resolution similar to that of the City of Aztec. Ms. Westerling said the resolution could come from the MPO, the City of Farmington, or both. Mr. Lucero added that with the new District 5 Commissioner being from San Juan County it may be an opportunity to have him champion our cause.

9. **BUSINESS FROM THE FLOOR**

**DISCUSSION:** There was no business from the floor.

10. **ADJOURNMENT**

Ms. Westerling made a motion to adjourn the meeting. Mr. Keck seconded the motion.  
Ms. Lopez adjourned the meeting at 10:55 a.m.

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Cynthia Lopez, Chair

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June Markle, MPO Administrative Aide