



# A G E N D A

## **Farmington Metropolitan Planning Organization Technical Committee Meeting**

**Executive Conference Room  
Farmington City Hall  
800 Municipal Drive  
Farmington, New Mexico**

**October 27, 2011  
10:00 a.m.**

**AGENDA**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**TECHNICAL COMMITTEE MEETING**  
**October 27, 2011                      10:00 A.M.**

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

<u>ITEM</u>	<u>PAGE</u>
1. Call meeting to order	
2. Approve the minutes from the September 22, 2011 Technical Committee meeting.	1
3. Receive a presentation on road maintenance done for state highways in District 5 ( <i>Miguel Gabaldon, NMDOT</i> ).	8
4. Highway Safety Improvement Program. <ul style="list-style-type: none"> <li>a. Receive presentations from those entities submitting projects.</li> <li>b. Determine a priority list of projects for the MPO.</li> <li>c. Recommend approval of a prioritized list of Safety projects.</li> </ul>	9
5. Review the update to the Public Participation Plan (PPP).	10
6. Receive a report from NMDOT. <ul style="list-style-type: none"> <li>a. District 5 (<i>Phil Gallegos</i>)</li> <li>b. Planning Division (<i>Ray Matthew</i>)</li> </ul>	
7. Receive a status report on the Red Apple monthly ridership.	11
8. Information Items <ul style="list-style-type: none"> <li>a. MPO Major Thoroughfare Plan</li> <li>b. TIP-STIP Protocols</li> <li>c. Transit Data Collection Activities</li> <li>d. Red Apple Transit Public Meetings</li> <li>e. Other</li> </ul>	13
9. Business from: <ul style="list-style-type: none"> <li>a. Chairman</li> <li>b. Members</li> <li>c. Staff</li> </ul>	
10. Business from the floor	
11. Adjournment	

**ATTENTION PERSONS WITH DISABILITIES:** If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the MPO Administrative Aide at the Downtown Center, 100 W Broadway, Farmington, New Mexico or at 505-599-1466 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the MPO Administrative Aide if a summary or other type of accessible format is needed.

**MINUTES**  
**FARMINGTON METROPOLITAN PLANNING ORGANIZATION**  
**TECHNICAL COMMITTEE MEETING**  
**SEPTEMBER 22, 2011**

Technical Members Present: Brad Ellsworth, City of Bloomfield  
Nica Westerling, City of Farmington  
Dave Keck, San Juan County

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

Technical Members Absent: Mike Huber, City of Aztec  
Cindy Lopez, City of Farmington

Staff Absent: Martin Lucero, MPO Associate Planner

Also Present: Larry Hathaway, San Juan County  
Ryan Boetel, Farmington Daily Times

**1. CALL TO ORDER**

In the absence of both Ms. Lopez and Mr. Huber, Mr. Keck assumed the position of Acting Chair. Mr. Keck called the meeting to order at 10:05 am.

**2. APPROVE THE MINUTES FROM THE AUGUST 25, 2011 TECHNICAL COMMITTEE MEETING**

Ms. Westerling made a motion to approve the minutes from the August 25, 2011 Technical Committee meeting. Mr. Ellsworth seconded the motion. The motion to approve the minutes passed unanimously.

**3. RECEIVE A PRESENTATION ON ROAD MAINTENANCE DONE FOR STATE HIGHWAY IN DISTRICT 5 (MIGUEL GABALDON, NMDOT)**

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

<b>Subject:</b>	State Highway Maintenance
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	September 14, 2011

**BACKGROUND or PREVIOUS WORK**

- At the May 26 Technical Committee meeting, District Engineer Miguel Gabaldon and Assistant District Engineer Dave Martinez discussed state highway maintenance issues with the members.
- A Joint Policy/Technical Committee meeting was then held on July 27 to discuss a maintenance partnership between District 5 and member entities.
- At that meeting, District 5 and the entities agreed to share maintenance resources and establish partnerships when projects are identified.
- District 5 agreed to gather information on road maintenance done in the past five to ten years.
- Road maintenance projects have been identified for locations in the MPO.

**CURRENT WORK**

- Miguel Gabaldon will provide information on maintenance done for state highways.
- This information will help NMDOT and the entities to determine maintenance priorities in San Juan County.

**RECOMMENDATION**

- It is recommended that the Technical Committee receive a presentation on road maintenance done for state highways in District 5.

**DISCUSSION:** Mr. Delmagori reported that representatives from NMDOT were unable to attend today’s meeting. They will make a presentation on road maintenance done for state highways in District 5 at the MPO Technical Committee Meeting in October.

Mr. Keck stated that NMDOT has begun chip sealing NM 173 from US 550 heading toward Navajo Dam. He added that he did not know how far down the road the repairs were to continue. Mr. Keck also commented that time is running short if NMDOT plans to overlay any sections of US 64 and NM 516.

**4. RECEIVE A REPORT ON RED APPLE TRANSIT DATA COLLECTION ACTIVITIES**

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Red Apple Transit Data Collection
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	September 15, 2011

**BACKGROUND or PREVIOUS WORK**

- The Red Apple Transit Study illustrated the need for transit data collection to further validate findings.

- The information will be used to further justify the recommendations made in the Red Apple Transit Study.
- Two interns were hired for the summer to collect transit passenger data. All of the routes (Farmington and regional routes) have been tracked twice this summer.
- Staff summarized data collected during the summer to determine trends and primary origins and destinations.

#### **CURRENT WORK**

- Passenger counts and transfer information have been taken at key bus stops, such as Orchard Plaza and the Civic Center.
- All of the routes are being counted again in September and October to see how ridership changes with school in session.
- Staff is analyzing transfers rates, ridership numbers and ridership trends to develop a unique rider percentage for the overall system and individual routes.

#### **ATTACHMENTS**

- Staff will present some of its findings relating to transfer rates and unique ridership on September 22.

#### **ANTICIPATED WORK**

- Staff will evaluate the collected data for any correlations between social economic factors and riders.
- Staff will evaluate the need within this region for a transit system.
- Staff will try to estimate the number of unique riders on the Red Apple.
- Staff will give presentations to councils and commissions.

#### **RECOMMENDATION**

- It is recommended that the Technical Committee receive a report on Red Apple Transit data collection activities.

**DISCUSSION:** Mr. Delmagori reported that the MPO interns will continue to collect data on the Red Apple System through October. As was reported last month, the busiest origin/destination points were at the transfer points of Orchard Plaza, the Civic Center, and Smith's. The data collection is also providing information on those stops where there is very little activity which will assist in future decision making on system changes.

Mr. Delmagori said that during the past month, Staff has shifted their focus to analyzing how to determine the unique rider. Staff began by looking at the transfer rates at Orchard Plaza, the Civic Center and Smith's. The interns counted passengers at these locations for almost every hour of the day and Staff now has a good idea of how many riders are boarding, departing, and transferring at these locations. Orchard Plaza and the Civic Center have a 50-53% transfer rate; Smith's is much lower at 15-17%. The average of the three transfer points is approximately 40%.

Mr. Delmagori stated that Staff is also reviewing the actual trips tracked by the interns to see how many common trip types can be determined. If a string of connections all beginning at the same time each day are noted, the assumption was made that this was the same person making the same trip 3-5 times each week. Based on these preliminary calculations, Staff

believes that 70% of riders on the Farmington routes and 57% of the riders on the Regional routes are individual people or unique riders. Mr. Delmagori said by applying the transfer rates and subtracting out these numbers from the overall annual ridership number of 140,000, Staff will begin to have a methodology that can help identify the number of unique riders.

Mr. Delmagori stated that data collected to date is from the summer months. The interns will continue collecting data through October with the schools and San Juan College in session to see how ridership changes. Mr. Delmagori stated that he and Mr. Bob Campbell are scheduled to present this information to the Farmington City Council on September 27<sup>th</sup>. Staff has also been reviewing the current system and has proposed some interim modifications to the system rather than making an immediate drastic change from loop routes to the line routes that were recommended in the LSC study. There will be a series of upcoming public meetings to gather input on these proposed route changes.

**ACTION:** The report was received.

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

**DISCUSSION:** No representatives from NMDOT were present at the meeting.

#### **6. RECEIVE A STATUS REPORT ON TRANSPORTATION REAUTHORIZATION**

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

<b>Subject:</b>	Transportation Reauthorization
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	September 15, 2011

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

- SAFETEA-LU has been extended through Continuing Resolutions for the past few years.
- SAFETEA-LU is currently set to expire on September 30, 2011.
- The House passed a continuing resolution extending the current bill through March 31, 2012 at current funding levels.
- The Senate is expected to pass the resolution.

#### **CURRENT WORK**

- A comprehensive reauthorization bill is still being drafted.
- The House is calling for a 6-year bill at about \$230 billion.
- The Senate is proposing a 2-year bill at \$86 billion.
- AMPO continues to provide full details as they become available.

**ATTACHMENTS**

- Transportation reauthorization update provided by AMPO on September 7 and September 13.

**ANTICIPATED WORK**

- Monitor the impacts of extensions and proposed reauthorizations on federally funded projects in the MPO and in the State.

**RECOMMENDATION**

- It is recommended that the Technical Committee receive a status report on transportation reauthorization.

**DISCUSSION:** Mr. Delmagori reported that AMPO has provided a great deal of information on transportation reauthorization. During the past week, both the House and Senate have passed bills to extend SAFETEA-LU for another six months to March 31, 2012. Mr. Delmagori said that a comprehensive bill is needed, but that this extension maintains current fiscal year 2011 funding levels.

Mr. Delmagori added that there has been no further news on the bill proposed several months ago that would have established a tier system for MPOs and would have potentially dissolved all small MPOs.

**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>	September 15, 2011

**INFORMATION ITEMS**

- Small MPO Peer Exchange on Traffic Modeling.** Joe Delmagori attended this discussion on modeling needs and capacities for small MPOs in Washington, D.C. on August 29-30. The meeting was hosted by FHWA.
- MPO Major Thoroughfare Plan.** MPO staff is seeking approval of the MPO Major T-Plan by San Juan County (September 20), Bloomfield (September 26), and Aztec (September 27).

- b. **Safe Routes to School Activities.** Staff is collecting student arrival data at the four Farmington Walk and Roll participating schools. The Farmington MPO may also participate in SRTS training on November 3<sup>rd</sup> hosted at McKinley Elementary School. The training will focus on establishing walking schools buses and a strong walking program overall.
- c. **Public Participation Plan Update.** The Public Participation Plan (PPP) was adopted on January 17, 2007. The current plan is set to expire in January of 2012. The MPO will begin the process of revising the current plan in early fall and will have a new PPP for adoption prior to the expiration of the current plan.
- d. **Other.**

**DISCUSSION:** Mr. Delmagori attended a round table discussion on traffic modeling with 12-15 other small MPOs representatives in Washington, D.C. in August. The meeting was hosted by FHWA and was called to discuss how traffic models were being used by each MPO, what was working for them, and what issues they had encountered. Mr. Delmagori reported that the Farmington MPO was one of the few to have the traffic model available in-house which gives Staff direct access to the program to maintain, calibrate, and validate it. Those without an in-house model must rely on consultants or their DOT to provide needed information. A report on the meeting and discussion items is to be compiled by the FHWA and provided to participants.

Approval of the MPO Major Thoroughfare Plan was received from San Juan County on September 20<sup>th</sup>. Meetings with Aztec and Bloomfield are scheduled for the week of September 26<sup>th</sup>. Mr. Delmagori said the approvals are expected to go through smoothly.

Mr. Delmagori reported that Staff has been conducting student arrival counts the past two weeks at the four Farmington Walk and Roll participating schools.

The Public Participation Plan is up for renewal in January 2012. Mr. Delmagori said the MPO will begin reviewing and updating the current plan in the next month or so to have a new PPP completed for adoption prior to the expiration of the current plan. Mr. Delmagori noted that the City of Farmington and the Red Apple Transit just completed the three-year FTA audit and there were some recommendations made on updating the public transit portion of the PPP.

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

**DISCUSSION:** Mr. Keck reported that San Juan County and the City of Farmington are working together to apply for TIGER III funding of \$18,000,000 for the complete Pinon Hills extension project. The deadline for this application is mid-October.

Mr. Keck stated that the County had completed the design work, received the required certifications, and is in the process of obligating money for their safety project at CR 350, 3100, and 3720 (crest of Crouch Mesa). He expects construction to begin on the \$1,300,000-\$1,600,000 project in February 2012.

Mr. Delmagori added that the next round of safety project applications will be due in January 2012. Over the next several months, the Technical and Policy Committees members will begin

reviewing other safety projects to determine which applications will be submitted on behalf of the MPO.

Ms. Westerling reported that sewer work on Twin Peaks Boulevard to the planned new Tibbetts Junior High School location is scheduled to begin October 15<sup>th</sup>. This work will result in road closures on CR 6480 and Twin Peaks for approximately six weeks.

Mr. Keck spoke of San Juan County's clean-up efforts throughout the county. He also commented that public response to the new dumping fees imposed at the County's transfer stations has been positive.

**9. BUSINESS FROM THE FLOOR**

There was no additional business from the floor.

**10. ADJOURNMENT**

Mr. Ellsworth made a motion to adjourn the meeting. Ms. Westerling seconded the motion. Mr. Keck adjourned the meeting at 10:35 a.m.

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Dave Keck, Acting Chair

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June Markle, MPO Administrative Aide

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	State Highway Maintenance
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	October 20, 2011

**BACKGROUND or PREVIOUS WORK**

- At the May 26 Technical Committee meeting, District Engineer Miguel Gabaldon and Assistant District Engineer Dave Martinez discussed state highway maintenance issues with the members.
- A Joint Policy/Technical Committee meeting was then held on July 27 to discuss a maintenance partnership between District 5 and member entities.
- At that meeting, District 5 and the entities agreed to share maintenance resources and establish partnerships when projects are identified.
- District 5 agreed to gather information on road maintenance done in the past five to ten years.
- Road maintenance projects have been identified for locations in the MPO on US 64 and on NM 516.

**CURRENT WORK**

- Miguel Galbadon will provide information on maintenance done for state highways.
- This presentation was tabled at the September 22 Technical Committee meeting.
- This information will help NMDOT and the entities to determine maintenance priorities in San Juan County.

**RECOMMENDATION**

- It is recommended that the Technical Committee receive a presentation on road maintenance done for state highways in District 5.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Safety Project Prioritization
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	October 20, 2011

**BACKGROUND**

- The NMDOT is requesting proposals for safety improvement projects for consideration for funding in FY2012 and FY2013.
- The final submittal deadline to NMDOT is January 6, 2012.
- Projects will be prioritized and submitted by the MPO.
- All projects received are in competition at the state level.

**CURRENT WORK**

- At the October 27 Technical Committee meeting, the entities will present their safety projects.
- The committee members will determine a recommended prioritized list.
- The FY2012-2017 TIP currently includes a list of prioritized safety projects.
- There is an opportunity to modify/update the list as necessary.
- Locations mentioned in the NMDOT FY2011 Transparency Report may also be eligible as safety projects.
- The recommended prioritized list will be presented to the Policy Committee members for final approval.

**CRITERIA**

- The safety memo that describes the full details for applying was provided to the entities on October 17.
- Some key criteria to assist with project selection include:
  - Cost should be \$2,000,000 or less.
  - Crash analysis showing a history of serious crashes or fatalities.
  - A safety study showing the project will reduce traffic hazards.

**RECOMMENDATION**

- It is recommended that the Technical Committee:
  - a. Receive presentations from those entities submitting projects.
  - b. Determine a priority list of projects for the MPO.
  - c. Recommend approval of the prioritized list of Safety projects.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Public Participation Plan Update
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	October 20, 2011

**BACKGROUND or PREVIOUS WORK**

- The Public Participation Plan (PPP) guides the public involvement activities conducted by the MPO.
- The PPP describes how the MPO and the public communicate with each other and how information is distributed and provided.
- The PPP describes the procedures the MPO must follow with regards to public comment periods, adopting and amending documents, and complying with the Open Meetings Act.
- The PPP was adopted on January 17, 2007 and is required to be updated every five years.

**CURRENT WORK**

- The PPP update will be reviewed by the Technical Committee, Policy Committee, interested parties, and the public from October through January.
- The PPP update will include more descriptions on the MTP, TIP, Title VI, and Environmental Justice.

**ATTACHMENTS**

- The draft PPP is being provided under separate cover.

**ANTICIPATED WORK**

- Open the required 45-day public comment period in November.
- Post the draft PPP for public review.
- Finalize the draft PPP.
- Hold a public hearing at the December 15 Technical Committee meeting.
- Adopt the PPP update in January 2012.

**RECOMMENDATION**

- It is recommended that the Technical Committee review the update to the Public Participation Plan.

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

<b>Subject:</b>	Red Apple Transit Update
<b>Prepared by:</b>	Joe Delmagori, MPO Planner
<b>Date:</b>	October 20, 2011

**RED APPLE UPDATE**

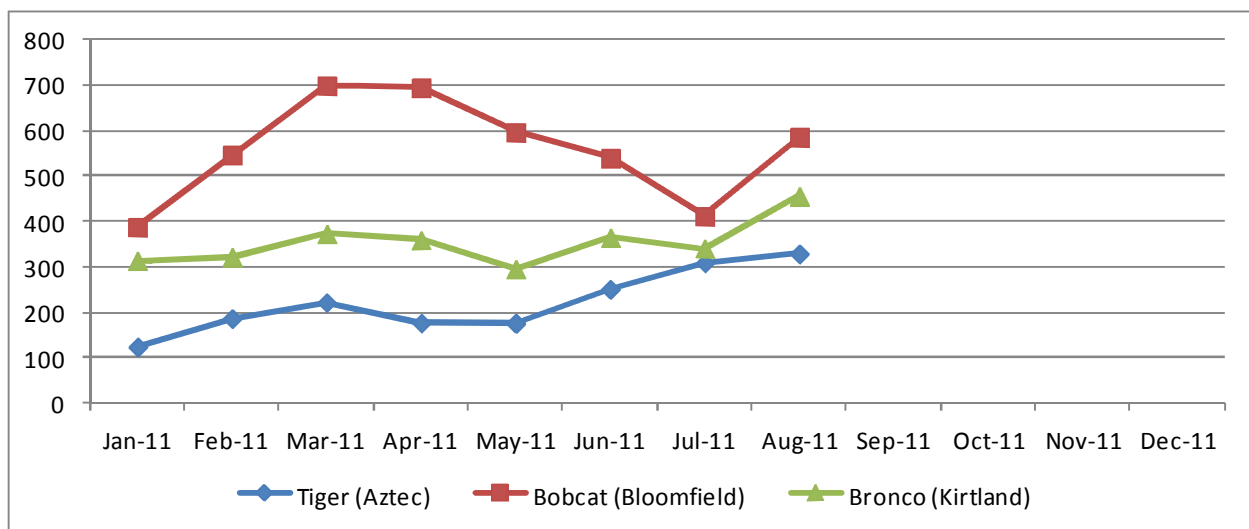
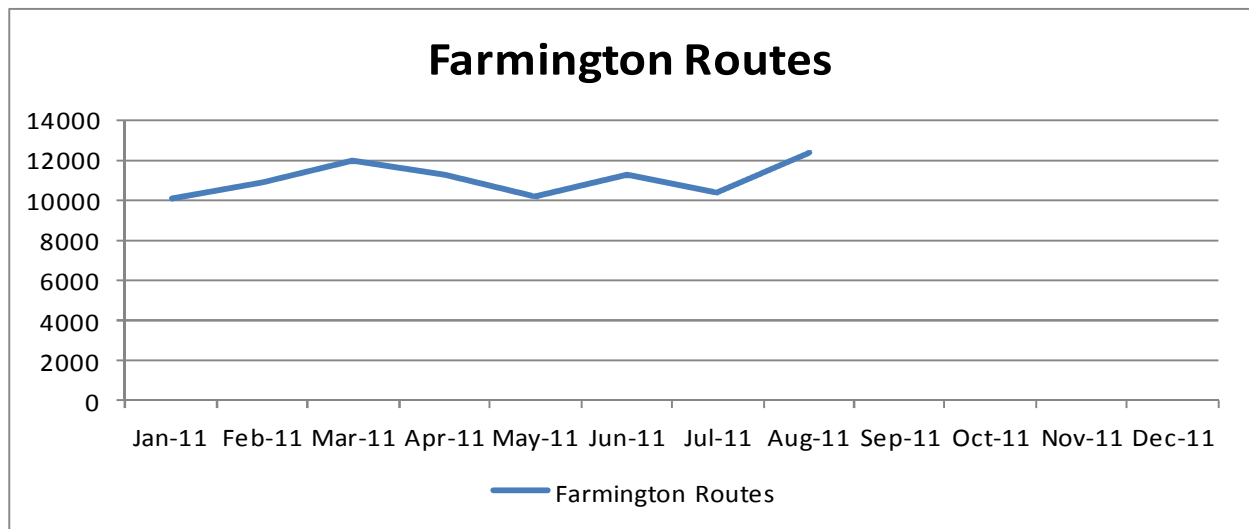
- Overall ridership reached 12,352 passengers in August, an increase of 19% over the previous month.
- Farmington ridership has maintained a healthy average each month.
- Bloomfield ridership decreased throughout the summer months but rebounded in August
- Kirtland and Aztec routes have seen gradual increases for much of the year.
- The ridership report is attached.

**RECOMMENDATION**

- It is recommended that the Technical Committee receive a report on Red Apple Transit monthly ridership.

## RED APPLE TRANSIT SUMMARY - October 2011

	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Yearly Total by Route
Farmington Routes	10078	10884	11940	11265	10201	11219	10384	12352					88323
Tiger (Aztec)	124	187	222	177	176	251	309	329					1775
Bobcat (Bloomfield)	388	547	700	695	597	540	412	586					4465
Bronco (Kirtland)	314	322	374	359	296	365	341	456					2827
												Yearly Ridership	97390



**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
Agenda Item**

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

**INFORMATION ITEMS**

- a. **MPO Major Thoroughfare Plan.** The MPO Major T-Plan, as amended by the Policy Committee on July 27, has been approved by San Juan County (September 20), Bloomfield (September 26), and Aztec (October 11). Staff is seeking approval by Farmington on October 25.
- b. **TIP-STIP Protocols.** NMDOT and the MPOs are finalizing their review of the updated TIP-STIP Protocols. Staff anticipates giving a presentation to the committees on the updated protocols in the next couple of months.
- c. **Transit Data Collection Activities.** Interns continue to collect ridership data through October. Staff will finalize analysis in November and present the information in December.
- d. **Red Apple Transit Public Meetings.** The City of Farmington is hosting a series of public meetings to gather input on proposed route changes. MPO staff is assisting with these meetings.
- e. **Other.**