

MINUTES
FARMINGTON METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE MEETING
March 13, 2019

Technical Members Present:

Steven Saavedra, City of Aztec
Jason Thomas, City of Bloomfield
Virginia King, City of Farmington
Dan Flack, Town of Kirtland
Andrew Montoya, Red Apple Transit
Larry Hathaway (Alt), San Juan County
Nick Porell, San Juan County

Technical Members Absent:

David Quintana, District 5, NMDOT
Fran Fillerup, San Juan County

Staff Present:

Jeff Kiely, NWNMCOG Executive Director
June Markle, MPO Administrative Assistant

Staff Absent:

Mary Holton, MPO Officer

Others Present:

Sean Sharer, Policy Committee Chair
Steve Morse, Public Works Director, City of Aztec

1. CALL TO ORDER

Chair Nick Porell called the meeting to order at 10:03 a.m.

2. APPROVE THE MINUTES FROM THE FEBRUARY 13, 2019 TECHNICAL COMMITTEE MEETING

Mr. Hathaway moved to approve the minutes from the February 13, 2019 Technical Committee meeting. Mr. Thomas seconded the motion. The motion to approve the minutes passed unanimously.

3. FFY2018-2023 TIP AMENDMENT #6

Subject:	FFY2018-2023 TIP Amendment #6
Prepared by:	Mary L Holton, AICP, MPO Officer
Date:	March 13, 2019

BACKGROUND

- On February 24, 2019, the 15-day public comment period for Amendment #6 to the FFY2018-2023 Transportation Improvement Program (TIP) began and was posted on the MPO's website.
- The Technical Committee will consider recommending approval of the proposed Amendment #6 at their meeting on March 13.

ACTION ITEM

- Staff recommends that the Technical Committee forward a recommendation of approval of Amendment #6 to the FFY2018-2023 TIP to the Policy Committee.

APPLICABLE CITATIONS

- § 450.328 TIP revisions and relationship to the STIP.
- (a) An MPO(s) may revise the TIP at any time under procedures agreed to by the cooperating parties consistent with the procedures established in this part for its development and approval. In nonattainment or maintenance areas for transportation-related pollutants, if a TIP amendment involves non-exempt projects (per 40 CFR part 93), or is replaced with an updated TIP, the MPO(s) and the FHWA and the FTA must make a new conformity determination. In all areas, changes that affect fiscal constraint must take place by amendment of the TIP. The MPO(s) shall use public participation procedures consistent with § 450.316(a) in revising the TIP, except that these procedures are not required for administrative modifications.) After approval by the MPO(s) and the Governor, the State shall include the TIP without change, directly or by reference, in the STIP required under 23 U.S.C. 135. In nonattainment and maintenance areas, the FHWA and the FTA must make a conformity finding on the TIP before it is included in the STIP. A copy of the approved TIP shall be provided to the FHWA and the FTA.
- (c) The State shall notify the MPO(s) and Federal land management agencies when it has included a TIP including projects under the jurisdiction of these agencies in the STIP.

DISCUSSION: Mr. Kiely explained that Amendment #6 to the FFY2018-2023 Transportation Improvement Program was to make changes to two current projects (see Pages 4-7 of the Agenda) in the TIP:

- San Juan County's CR 5500 Bridge Replacement - change the funding source and also the project control number ;
- City of Aztec's East Arterial Route Phase II - move the funding to FY20 due to delays in obtaining private rights-of-way.

Mr. Saavedra explained that NMDOT had requested the amendment to ensure that future funds were available for the project as the City of Aztec's works to secure the last rights-of-way.

Mr. Kiely stated that MPO Staff recommend that the Technical Committee forward a recommendation of approval to the Policy Committee.

Chair Porell opened the public hearing. No comments were received. Chair Porell closed the public hearing.

ACTION: Mr. Thomas moved to recommend approval to the Policy Committee of Amendment #6 to the FFY2018-2023 TIP. Ms. King seconded the motion. The motion passed unanimously.

4. FFY2019-2020 UPWP AMENDMENT #2 AND POLICY COMMITTEE RESOLUTION 2019-3

Subject:	FFY2019-2020 UPWP Amendment #2 and Policy Committee (PC) Resolution 2019-3
Prepared by:	Mary Holton, AICP, MPO Officer
Date:	March 13, 2019

BACKGROUND

- The MPO maintains a Unified Planning Work Program which sets forth the tasks the MPO will undertake in a given fiscal year.
- The Policy Committee approved the MPO's two-year FFY2019-2020 UPWP on June 28, 2018 and approved the first amendment (administrative) in December 2018.
- This second amendment is necessary as NMDOT's Transit Bureau has informed the MPO that FFY2017 and FFY2018 unexpended 5303 funds will carry-over for use in FFY2019. The MPO has estimated that the carry-over funds total \$116,208.73 (\$92,966.98 in carryover funds plus the required local match of \$23,241.74). While the UPWP amendment addresses some minor changes/corrections, it also proposes to devote the additional funds where possible to the Major Transportation Plan and new Transit Studies.
- On February 27, 2019 the 15-day public comment period for Amendment #2 to the FFY2019-2020 Unified Planning Work Program (UPWP) began and was posted on the MPO's website.
- The Technical Committee will consider recommending approval of the proposed amendment and PC Resolution on March 13, 2019.

STAFF RECOMMENDATION, APPLICABLE CITATIONS, CONSEQUENCES OF NON-COMPLIANCE

- MPO Staff recommends that the MPO Technical Committee consider recommending approval of Amendment #2 to the FFY2019-20 UPWP and Policy Committee (PC) Resolution 2019-3 to the MPO Policy Committee.
- The NMDOT Policy and Procedures Manual requires the submittal of an Amendment on a quarterly basis (March 15; June 15; September 15 (in odd-numbered FFYs); December 15).
- The following citation is applicable: § 450.308 Funding for transportation planning and unified planning work programs. See next page for the citation.
- Consequences of not following this citation: The MPO would be in violation of § 450.308. NMDOT would likely add the violation to the MPO's Corrective

Action Plan (CAP) which would extend the CAP and potentially delay reimbursements to the fiscal agent.

- **§450.308 Funding for transportation planning and unified planning work programs.**
 - (a) Funds provided under 23 U.S.C. 104(d), 49 U.S.C. 5305(d), and 49 U.S.C. 5307, are available to MPOs to accomplish activities described in this subpart. At the State's option, funds provided under 23 U.S.C. 104(b)(2) and 23 U.S.C. 505 may also be provided to MPOs for metropolitan transportation planning. At the option of the State and operators of public transportation, funds provided under 49 U.S.C. 5305(e) may also be provided to MPOs for activities that support metropolitan transportation planning. In addition, an MPO serving an urbanized area with a population over 200,000, as designated by the Bureau of the Census, may at its discretion use funds sub-allocated under 23 U.S.C. 133(d)(4) for metropolitan transportation planning activities.
 - (b) An MPO shall document metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 in a unified planning work program (UPWP) or simplified statement of work in accordance with the provisions of this section and 23 CFR part 420.
 - (c) Except as provided in paragraph (d) of this section, each MPO, in cooperation with the State(s) and public transportation operator(s), shall develop a UPWP that includes a discussion of the planning priorities facing the MPA. The UPWP shall identify work proposed for the next 1- or 2-year period by major activity and task (including activities that address the planning factors in §450.306(b)), in sufficient detail to indicate who (e.g., MPO, State, public transportation operator, local government, or consultant) will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds.
 - (d) With the prior approval of the State and the FHWA and the FTA, an MPO in an area not designated as a TMA may prepare a simplified statement of work, in cooperation with the State(s) and the public transportation operator(s), in lieu of a UPWP. A simplified statement of work shall include a description of the major activities to be performed during the next 1- or 2-year period, who (e.g., State, MPO, public transportation operator, local government, or consultant) will perform the work, the resulting products, and a summary of the total amounts and sources of Federal and matching funds. If a simplified statement of work is used, it may be submitted as part of the State's planning work program, in accordance with 23 CFR part 420.
 - (e) Arrangements may be made with the FHWA and the FTA to combine the UPWP or simplified statement of work with the work program(s) for other Federal planning funds.

(f) Administrative requirements for UPWPs and simplified statements of work are contained in 23 CFR part 420 and FTA Circular C8100, as amended (Program Guidance for Metropolitan Planning and State Planning and Research Program Grants).

DISCUSSION: Mr. Kiely stated that NMDOT's Transit Bureau had informed the MPO that FFY2017 and FFY2018 unexpended 5303 funds will carry-over for use in FFY2019. The MPO has estimated that the carry-over funds total \$116,208.73. The proposed UPWP amendment addresses some minor changes/corrections and it also proposes to devote these additional funds where possible to the Major Transportation Plan and new Transit Studies.

Chair Porell opened the public hearing. The only public comment was a proposed change to Paragraph 3 under Task 4.1 in Amendment #2 to the UPWP. Ms. Markle read the change proposed by Ms. Holton and requested by MPO Planning Liaison, Joseph Moriarty:

The 2045 Metropolitan Plan is due for adoption in September 2020. A full year is planned to be utilized to prepare this Plan, meaning that work should begin no later than September 2019. The FTA carry-over funds represented in FFY19 Q2 Amendment #2 should assist the MPO to utilize the services of consultants in preparing the MTP. Performance Measures and related reports are required to be adopted as required by FHWA and included in the 2045 MTP.

Chair Porell closed the public hearing.

ACTION: Mr. Thomas moved to recommend approval of Amendment #2 to the FFY2019-20 UPWP with the change as noted and Policy Committee (PC) Resolution 2019-3 to the MPO Policy Committee. Mr. Hathaway seconded the motion. The motion was passed unanimously.

5. QUARTERLY EDUCATIONAL PRESENTATION - A REVIEW OF THE MPO'S PUBLIC PARTICIPATION PLAN (PPP)

Subject:	Quarterly Educational Presentation - A Review of the MPO's Public Participation Plan (PPP)
Prepared by:	Mary L Holton, AICP, MPO Officer
Date:	March 13, 2019

PRESENTATION

In advance of preparing the MPO's Major Transportation Plan this year, the MPO needs to update its PPP soon so that the MTP's Public Outreach can begin in early summer. Much of the work on the MTP will commence in September in accordance with the UPWP with a planned completion date one year later. The last PPP is enclosed for your review. A copy of the recent Public Involvement Plan adopted by NMDOT will be attached to your agenda email. Best practices will be included in your presentation, and the committee be asked to provide staff with direction and input prior to preparing the draft update.

DISCUSSION: Mr. Kiely reported that in preparation for the planning process for the 2045 MTP, which will kick-off this September, the MPO is seeking input from the MPO Committees on how best to include and encourage public participation in the MTP process. These recommendations and ideas will be used as the MPO updates the current MPO Public Participation Plan (PPP) prior to beginning the MTP planning process. A copy of the current MPO PPP is on Pages 53-75 of the Agenda and, provided as a separate document, NMDOT's recently adopted Public Involvement Plan (PIP).

Mr. Kiely asked the Committee to review what is already available for encouraging public participation and involvement and then gather new ideas on how to better integrate public opinion and suggestions into the future planning process. Although public meetings are one method to try and gather public input, it is not always the most successful. Many new ideas are trending that could produce stronger public response and active participation. Planners are finding out how important it is to go where the people are instead of expecting them to come to you. Mr. Kiely also encouraged getting input from the schools and young people.

By reviewing the current MPO PPP and NMDOT's PIP, the Committees can assist MPO staff in developing a vibrant and updated Public Participation Plan. This new PPP will help direct and guide public participation and interaction when planning begins in earnest for the new MTP.

6. STATUS OF TIP PROJECTS

Subject:	Status of TIP Projects
Prepared by:	MPO Staff
Date:	March 13, 2019

BACKGROUND

- The STIP Protocols, finalized in early 2014, require that each MPO shall develop a process to monitor the progress and status of each project in the first two years of the TIP. These monthly reviews help correct inconsistencies in the TIP, STIP, the MPO's MTP, Agreement Request Forms (ARFs), etc. and provide for discussion among the members and NMDOT representatives.

TRACKING INFORMATION (2018-2023 TIP)

Local Agreement Status (ARF) ROW Certification Design Completion 30 - 60 - 90% Environmental Certification Utilities Certification Railroad Certification Archeology Certification	ITS/Sys ENG Certification Public Involvement Certification
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PROJECTS CURRENTLY ON FMPO TIP

<ul style="list-style-type: none"> ▪ <u>Aztec</u> F100091 - East Aztec Arterial Phase II ▪ <u>Bloomfield</u> F100300 - East Blanco Bridge ▪ <u>Farmington</u> F100099 - Foothills Drive Enhancement Phase II F100100 - East Pinon Hills Blvd Extension Phase I F100101 - East Pinon Hills Blvd Extension Phase II F100132 - 20th Street Phase III F100221 - Anesi Trail and Pedestrian Bridge TF00001 - Red Apple Transit ▪ <u>San Juan County</u> F100021 - East Pinon Hills Blvd Extension Phase III F100240 - Glade Run Recreation Area Trails F100270 - Kirtland Schools Walk Path System F100290 - CR 5500 Bridge Replacement ▪ <u>NMDOT</u> F100112 - US64 Phase V F100113 - US64 Phase VI
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CURRENT WORK

<ul style="list-style-type: none"> ▪ Top Regional Priority Projects <ul style="list-style-type: none"> ○ East Arterial Route Phase II- ○ Pinon Hills Boulevard Bridge Phases I & II ○ Kirtland School Walk Path System ▪ Surface Transportation Program Funds (STP) - funds can be used to repair structurally deficient bridges. ▪ Integration of all FMPO TIP projects on to new eSTIP website. ▪ Public eSTIP website can be viewed at https://estip.dot.state.nm.us/

INFORMATION ITEM

<ul style="list-style-type: none"> ▪ This is an information item only. Committee members will have an opportunity to provide feedback regarding TIP project status and details.
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DISCUSSION: The Technical Committee members provided their project updates:

City of Bloomfield - Jason Thomas

Mr. Thomas reported that the City of Bloomfield is in the middle of the right-of-way acquisition process for the East Blanco Bridge project. Offer letters to the property owners are expected to go out this Thursday.

City of Aztec - Steven Saavedra

The City of Aztec is working on getting all the proper appraisals completed again and hope to go to PS&E in the fall.

City of Farmington - Virginia King

Foothills Drive Enhancement Phase II: This project is still in property acquisition.

Pinon Hills Boulevard - Phases I and II: No report.

20th Street Phase III: The design is still ongoing for this project. No timeline yet for the 90% design review.

Red Apple Transit - Andrew Montoya

No updates.

San Juan County - Nick Porell

Pinon Hills Boulevard Phase III: The County is in front of the right-of-way bureau at NMDOT. Once the right-of-way plans are approved, land acquisition will begin.

Glade Run Recreation Area Trails: Due to delays caused by the federal government shutdown this year, construction funds have been pushed to 2020 which means they will not be available until October 2019. The project has also been slowed by the mud.

Kirtland Schools Walk Path: Continued winter shutdown. Approximately three weeks to complete the project once work can start back up which is anticipated to be in April.

County Road 5500 Bridge Replacement: The 60% design review was held with NMDOT on March 6. There are seven small properties to present to the right-of-way bureau. The project is still on track for a late fall/early winter PS&E with construction planned for early 2020.

7. REPORTS FROM NMDOT

There were no NMDOT representatives from District 5 or the Planning Bureau present at the meeting.

Chair Porell commented that the contractor for the US 64 widening is working on widening the culverts in preparation for the spring construction season. The Committee agreed that traffic flow is very restricted with only one lane open in both directions.

8. COMMITTEE MEMBER DISCUSSION ITEMS

Subject:	Committee Member Discussion Items
Date:	March 13, 2019

DISCUSSION ITEMS

There were no additional discussion items provided by Technical Committee members for inclusion in the Agenda.

9. INFORMATION ITEMS

Subject:	Information Items
Prepared by:	MPO Staff
Date:	March 13, 2019

INFORMATION ITEMS

- a. **TAP Scoring Committee.** The TAP Scoring Committee is scheduled to meet on March 14. Following that meeting, a final analysis will be completed with awards expected to be sent out by the end of March.
- b. **Annual MPO Quality Assurance Review (QAR).** The MPO's Annual Quality Assurance Review (QAR) has been scheduled for April 10.
- c. **Public Comment on Condition of Hwy. 170.** Mr. Kent Musgrove submitted a letter to the MPO on March 2, 2019 in response to a Farmington Daily Times article on the expansion of the King II Coal Mine and the subsequent potential adverse impact to Highway 170.
- d. **MPO Quarterly.** Ms. Holton will be attending the MPO Quarterly on March 13 via teleconference.

DISCUSSION: Mr. Kiely reported that the TAP Scoring Committee is expected to meet on March 14 to review the TAP/RTP projects submitted for consideration. Awards are expected to be sent out by the end of March.

The annual MPO Quality Assurance Review (QAR) is scheduled for April 10.

The MPO received a copy of a letter by Kent Musgrove of Farmington in response to the expansion of the King II Coal Mine located in Hesperus, Colorado. He expressed concern over the current condition of Highway 170, the need for major improvements to be made, and the potential adverse impact with increased heavy truck traffic. A copy of that letter is on Page 80 of the Agenda.

The MPO Quarterly is being held in Albuquerque today. Although on vacation, Mary Holton planned to participate via teleconference for the FMPO.

Mr. Corin Hooper has accepted the MPO Planner position. He has some items to wrap up in San Antonio and then will notify Mr. Kiely as to how soon he can get moved and be ready to start work at the MPO.

10. BUSINESS FROM THE CHAIRMAN, MEMBERS AND STAFF

Mr. Thomas asked if any of the Committee members had the information on NMDOT's scheduled training on the new T/LPA Handbook. Ms. King said the training is scheduled for March 27 in Farmington and that she would forward the email to all the members.

Chair Porell asked about a planned joint meeting with the Regional Transportation Planning Organization (RTPO) members. Mr. Kiely replied that Ms. Holton and Robert Kuipers, RTPO Program Manager are working to set up an informal presentation at an upcoming Technical Committee meeting this summer.

There was no additional business from the Chairman, Members and Staff.

11. PUBLIC COMMENT ON ANY ISSUES NOT ON THE AGENDA

There was no comment on any issues not on the agenda.

12. ADJOURNMENT

Mr. Hathaway moved to adjourn the meeting. Mr. Saavedra seconded the motion. The motion passed unanimously and Mr. Porell adjourned the meeting at 10:26 a.m.



Nick Porell, Technical Committee Chair



June Markle, Administrative Assistant