MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION
BICYCLE AND PEDESTRIAN FACILITIES ADVISORY COMMITTEE

AGENDA

The following is the agenda for the Mesilla Valley Metropolitan Planning Organization's (MPO) Bicycle and Pedestrian Facilities Advisory Committee meeting to be held on July 16, 2013 at 5:00 p.m. in the Doña Ana Commission Chambers, 845 Motel Boulevard, Las Cruces, New Mexico. Meeting packets are available on the Mesilla Valley MPO website.

The Mesilla Valley MPO does not discriminate on the basis of race, religion, sex, sexual orientation, gender identity, color, ancestry, serious medical condition, national origin, age, or disability in the provision of services. The Mesilla Valley MPO will make reasonable accommodation for a qualified individual who wishes to attend this public meeting. Please notify the Mesilla Valley MPO at least 48 hours before the meeting by calling 528-3043 (voice) or 528-3016 (TTY) if accommodation is necessary. This document can be made available in alternative formats by calling the same numbers list above. Este documento está disponible en español llamando al teléfono de la Organización de Planificación Metropolitana de Las Cruces: 528-3043 (Voz) o 528-3016 (TTY).

1. CALL TO ORDER ___________________________________________ Chair
2. APPROVAL OF AGENDA ____________________________________ Chair
3. PUBLIC COMMENT _________________________________________ Chair
4. ACTION ITEMS ____________________________________________
   4.1. Transportation Improvement Program Amendments ____________MPO Staff
5. DISCUSSION ITEMS _________________________________________
   5.1. Public Participation Plan Update ____________________________MPO Staff
   5.2. Bicycle/Pedestrian Planner Position Discussion ________________Chair
   5.3. Triviz Multi-Use Path Update _________________________________MPO Staff
6. COMMITTEE and STAFF COMMENTS ____________________________
   6.1. Local Projects update _____________________________ CLC, DAC, TOM, NMSU Staff
   6.2. NMDOT Projects update ________________________________ NMDOT Staff
7. PUBLIC COMMENT __________________________________________ Chair
8. ADJOURNMENT ____________________________________________ Chair
AGENDA ITEM:
4.1 2014-2019 Transportation Improvement Program Amendments

ACTION REQUESTED:
Review and recommendation for approval to the MPO Policy Committee

SUPPORT INFORMATION:
FY2014 Transportation Improvement Program Amendment Reports
Email from Jolene Herrera, NMDOT Planner
Email from Mike Bartholomew, Transit Administrator

DISCUSSION:
On May 8, 2013, the MPO Policy Committee approved the 2014-2019 Transportation Improvement Program (TIP).

The following amendment(s) to the TIP have been requested:

<table>
<thead>
<tr>
<th>CN</th>
<th>FY</th>
<th>Agency</th>
<th>Project &amp; Termini</th>
<th>Scope</th>
<th>Change</th>
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<tr>
<td>LC00130</td>
<td>2014</td>
<td>City of Las Cruces</td>
<td>El Paseo/University to Main</td>
<td>Install signs, markings, raised curb medians, crosswalks and other safety features</td>
<td>New Project</td>
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<tr>
<td>TL0010</td>
<td>2014-2017</td>
<td>City of Las Cruces</td>
<td>RoadRUNNER Transit</td>
<td>Transit Operations</td>
<td>Funding Adjustment</td>
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<tr>
<td>TL0011</td>
<td>2018</td>
<td>City of Las Cruces</td>
<td>RoadRUNNER Transit</td>
<td>Transit Capital Purchase</td>
<td>Funding for anticipated vehicle replacement</td>
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Las Cruces MPO - PIN: 88  
Fed ID: LC00130  
CN: LC00130  
Lead Agency: City of Las Cruces  
NMDOT Dist.: 1  
County: Dona Ana  
Municipality: City of Las Cruces  
Length: 1.7 Miles  
Est. Proj. Cost: $335,000  
Est. Letting:  
Project Desc.: Install signs, markings, raised curb medians, and crosswalks. Install "No Turn On Red" signs at intersections and upgrade pedestrian signals.  
Remarks: Project added 7/11/2013  

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<th>PROGRAMMED FUNDS - Four Year Federal TIP by Funding Category</th>
<th>TIP Informational Years</th>
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Thursday, July 11, 2013
Las Cruces Metropolitan Planning Area | Las Cruces Metropolitan Planning Organization | Transportation Improvement Program (TIP)

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<td>Remarks: Operating Assistance</td>
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<td>Work Zone:</td>
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- Environ. Document
- Prel. Engr.
- Design
- Right-of-way
- Construction
- Other

**PROGRAMMED FUNDS - Four Year Federal TIP by Funding Category**

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Thursday, July 11, 2013
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NMDOT Dist.: 1  County: Dona Ana  Municipality: City of Las Cruces
Lead Agency: City of Las Cruces
Length: 0Miles
CN: TL00011
RT: Proj: RoadRUNNER Transit
Fr: To:
Category: Transit
Est. Letting: TIP Amendment Pending?
Est. Proj. Cost: $0
Project Desc.: Funds for purchasing buses and transit capital purchases

Remarks:

PROGRAMMED FUNDS - Four Year Federal TIP by Funding Category

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Good morning Andrew,

Can you please administratively move CN LC00110 to FY2014? Rebecca says it’s okay to move it without an amendment per our STIP/TIP Policies & Procedures Manual.

Also, please see the attached STIP page for the new HSIP project awarded to the City of Las Cruces in FY2014. The CN is LC00130. Can you please get this on the BPAC agenda and add it to the TIP?

Thanks,

Jolene Herrera
Urban & Regional Planner D1 & D2
NMDOT South Region Design
750 N Solano Dr
Las Cruces, NM 88001
O: (575) 525-7358
C: (575) 202-4698
Hi Andrew –

I have reviewed changes we would need for the current TIP:

- Projects TL00010 and TL00013 are tied to our 5307 formula apportionments. Our FFY13 apportionment is $1,901,298 (we always use these apportionments in our following FY, so in this case we will use most of these funds in the City’s FY14). Go ahead and leave TL00013 the same ($100,000 FTA/$125,000 total). For TL00010, we need to change the federal portion to $1,801,298 with a total project of $3,602,596. Carry these same numbers through to FY2017. We actually have not budgeted the full $1.8 M for FY14 operations and we will not use the full apportionment in FY14. Our formula funds increased this year as it is the first year the 2010 census figures have been factored in.
- Project TL00011 can remain the same for FY14; these are FFY12 State of Good Repair funds (Section 5309) for replacing paratransit vehicles. We desperately need to replace fixed route buses too and, less urgently, paratransit vehicles, but at this time have no specific federal funds to do so, other than setting aside some of our 5307 funds for this purpose. Could we put a “place holder” in an out year of $5,200,000 for this project (federal funds of $4,316,000). This would be for vehicle replacement of 9 fixed route buses and 9 paratransit vehicles plus three additional fixed route buses for service expansion by 2018.
- We also want to keep TL00014 in an out year at the same amounts (for the maintenance and operations center).

I was noticing that the STIP is not aligned to the current TIP. The amounts in TL00010 are less than the current TIP and the amounts in TL00013 are more than in the current TIP. Also the project that we want to do this year (FY14) to purchase paratransit vehicles is in TL00011 are not in the STIP at all, including the June preview amendment to the STIP. This is a concern since we want to obligate this grant soon and this project needs to be in the STIP for FTA to approve the grant.

Let me know if you have any questions.

Mike Bartholomew, CCTM
RoadRUNNER Transit Administrator
City of Las Cruces, NM

Phone: (575) 541-2500
Fax: (575) 541-2545
TTY: (575) 541-2541

It is the mission of RoadRUNNER Transit to provide safe, dependable and convenient transportation services to the citizens of Las Cruces.
MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION
BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE
ACTION FORM FOR THE MEETING OF JULY 16, 2013

AGENDA ITEM:
5.1 Public Participation Plan Presentation

ACTION REQUESTED:
Review and recommendation for approval to the MPO Policy Committee

SUPPORT INFORMATION:
Current draft of the updated MPO Public Participation Plan

DISCUSSION:
The current MPO Public Participation Plan (PPP) calls for review every five years. The current PPP was passed in 2008 and is due for review. The presentation will cover the proposed updates and changes to the current draft of the PPP.
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Introduction
The Mesilla Valley Metropolitan Planning Organization (MPO) is a transportation planning organization whose primary role is to involve the public in the planning process. Public involvement is not a discrete incident, but a continual focus of the MPO’s entire work program. In order to maintain a proactive presence in the community, and be a resource for the public and other entities, the MPO strives to be both an educational organization and a quality resource center.

This Public Participation Plan is intended to provide a guide for public participation activities to be conducted by the Mesilla Valley Metropolitan Planning Organization. The Public Participation Plan contains the goals of the MPO for public participation, as well as specific processes and tools to encourage and facilitate public and stakeholder participation.

Background
The Mesilla Valley Metropolitan Planning Organization (MPO) is the agency responsible for transportation planning within Las Cruces, Mesilla, and central Doña Ana County. Federal regulations require the designation of an MPO to carry out a coordinated, continuing, and comprehensive transportation planning process for urbanized areas with a population of more than 50,000. The Mesilla Valley MPO has been in existence since 1982, and it operates under the guidance of a Policy Committee. The Policy Committee is comprised of elected officials from the City of Las Cruces, Town of Mesilla, Doña Ana County, and the district engineer from the New Mexico Department of Transportation (NMDOT) who make decisions to plan for the future transportation needs of the region.

Public Participation Requirements
Federal Transportation Regulations
Federal laws outlined in 23 U.S.C. 450.306.a.1-8 require MPOs to conduct a planning process that considers projects and strategies that will do the following:

• Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
• Increase the safety and security of the transportation system for motorized and non-motorized users;
• Increase the accessibility and mobility options available to people and freight;
• Protect and enhance the environment, promote energy conservation, and improve quality of life;
• Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
• Promote efficient system management and operation; and
• Emphasize the preservation of the existing transportation system.

In order to accomplish this planning process the MPO has developed this Public Participation Plan in accordance with federal laws outlined in 23 U.S.C. 450.316.a.1.i – x.

Federal Transit Regulations
The public participation procedures outlined in this Plan also serve as the public participation process required for the development of transit projects as per Federal Transit Administration (FTA) Circular 9030. The MPO will implement the following strategies to reduce participation barriers for persons with Limited English Proficiency (LEP):

• The MPO will actively engage and provide accommodations for LEP populations in
the short term by providing interpretative services, utilizing visual techniques, handing out language cards, exploring appropriate locations for distribution of materials on MPO meetings and processes, using word of mouth, and training staff members to look for clues that members of the public cannot read English.

- The MPO will work with the City of Las Cruces, as the MPO's Administrative Agent, to develop a formal LEP policy. The policy should include an analysis of the number or proportion of persons with LEP in the jurisdictions, the specific language needs of those individuals, and the potential frequency of contact with persons with LEP.

- Lastly, the MPO will assess the resources available and costs associated with providing different language service options.

Environmental Justice
The Mesilla Valley MPO will strive to address environmental justice issues at all stages of the planning process. The MPO will implement the following strategies to reduce participation barriers for low income and minority populations and improve access to services for persons with disabilities:

- When possible, public meetings will be held in locations that are convenient to low and moderate income neighborhoods and are accessible to disabled populations and public transit users. Such locations include community centers, senior centers and schools. Holding meetings in familiar and accessible neighborhood locations may help residents feel more comfortable participating in the public participation process.

- All MPO work products and documents will be available in alternative formats, including Braille, large type and languages other than English. The following statement will be included in all MPO documents:

The Mesilla Valley MPO does not discriminate on the basis of race, religion, sex, sexual orientation, gender identity, color, ancestry, serious medical condition, national origin, age, or disability in the provision of services. The Mesilla Valley MPO will make reasonable accommodation for a qualified individual with a disability who wishes to attend this public meeting. Please notify the Mesilla Valley MPO at least 48 hours before the meeting by calling 528-3222 (Voice) or 528-3157 (TTY). This document can be made available in alternative formats by calling the same numbers listed above. Este documento está disponible en español llamando al teléfono del Departamento de Desarrollo de la Comunidad: 528-3222 (Voz) o 528-3157 (TTY).

- The location of low income and minority populations will be identified and mapped as a tool for gauging the impact of proposed transportation projects on these areas. This map will be updated every five years. See Appendix B.

- Agencies and organizations that represent low income and minority populations will be identified and included in MPO mailings.

State Open Meetings Act
In order to ensure adequate public notice and provision of timely information, all meetings of the Mesilla Valley Metropolitan Planning Organization Policy Committee and its advisory committees are subject to the provisions of the New Mexico Open Meetings Act, as amended in 2013. Policy Committee meeting notices are published in the Las Cruces Sun News 10 days prior to the meeting date. Technical Advisory Committee
Mesilla Valley Metropolitan Planning Organization

(TAC) and Bicycle and Pedestrian Facilities Advisory Committee (BPAC) meeting notices are posted at least three business days prior to the meeting date. All meeting notices are posted at Las Cruces City Hall, Doña Ana County Government Complex, Branigan Library, and the Mesilla Town Hall. Upon request, all notices will be available in Spanish and alternative formats.

State Inspection of Public Records
All Mesilla Valley MPO work products are available for public inspection. Because the City of Las Cruces is the fiscal and administrative agent for the Mesilla Valley MPO, inspection of MPO documents follows the City of Las Cruces Inspection of Public Records, Ordinance 2265. A copy of this ordinance is available upon request.

Proposed documents and proposed document amendments will also be available for review, free of charge, at the following locations:
- MPO Office, Las Cruces City Hall, 700 N. Main Street
- Reference Desk, Branigan Library, 200 East Picacho Avenue
- NMDOT District One Las Cruces Project Office, 750 North Solano Drive
- Town of Mesilla Town Hall, 2231 Avenida de Mesilla
- Community Development Department, Doña Ana County Government Complex, 845 North Motel Boulevard

All documents, in whole or part, will be available upon request in Spanish and in alternative formats.

MPO Work Products
According to the federal transportation regulations, the Mesilla Valley MPO is required to create and maintain the following transportation planning documents:
- Long Range Transportation Plan (23 U.S.C. 450.322);
- Transportation Improvement Program (23 U.S.C. 450.324);
- Unified Planning Work Program (23 U.S.C. 450.308); and
- Public Participation Plan (23 U.S.C. 450.316); and

Long Range Transportation Plan (LRTP)
The Long Range Transportation Plan contains both long-range and short-range strategies/actions that guide multi-modal transportation planning, construction, and maintenance of an integrated transportation network for the Las Cruces Urbanized Area. The LRTP is developed through a shared vision for the region involving extensive interaction with and education of the public, stakeholders, and the MPO Committees. The Plan covers no less than a 20-year planning horizon. The Long Range Transportation Plan is completely updated every five years.

Transportation Improvement Program (TIP)
The Transportation Improvement Program is a six-year, financially constrained list of transportation projects within the MPO area, including regionally significant projects and all transit projects funded by FTA. The TIP is developed in cooperation with residents, local governments, and the New Mexico Department of Transportation (NMDOT) and in compliance with the adopted Long Range Transportation Plan. The Transportation Improvement Program is completely updated bi-annually.
Unified Planning Work Program (UPWP)
The purpose of the Unified Planning Work Program is to outline intermodal transportation planning activities to be conducted within the Mesilla Valley MPO Planning Area within a financially constrained budget. The UPWP contains MPO work projects, budgets, and staff assignments for the upcoming fiscal year. The UPWP must comply with the adopted Long Range Transportation Plan. The Unified Planning Work Program is updated bi-annually.

Public Participation Plan (PPP)
The Public Participation Plan is intended to provide a guide for public involvement processes to be conducted by the Mesilla Valley Metropolitan Planning Organization (MPO). The Public Participation Plan contains the goals of the MPO for public involvement, as well as specific public involvement procedures for various MPO activities. The Public Participation Plan will be updated every five years.

Annual List of Obligated Projects
In metropolitan planning areas, on an annual basis, no later than 90 calendar days following the end of the program year, the State, public transportation operator(s), and the MPO shall cooperatively develop a listing of projects for which funds under 23 U.S.C. or 49 U.S.C. Chapter 53 were obligated in the preceding program year.

Mesilla Valley MPO staff shall make this list available to the public.

Area and Corridor Plans
Area and corridor plans are undertaken in areas that are in need of intensive study to determine potential transportation needs. These plans can be initiated if a member jurisdiction identifies a transportation issue not previously discussed in the LRTP or when a proposed TIP project is not in compliance with the LRTP. These are conducted on an “as-needed” basis.

Public Participation Process
Goals
The goals of the Public Participation Process are as follows:

- Maintain a continuing, cooperative, comprehensive (3-C) planning process;
- Pursue access to transportation options for all residents;
- Consider a broad range of options to address transportation challenges;
- Ensure a transparent, interactive, bottom-up transportation planning process;
- Provide a high level of education on transportation related subjects;
- Encourage residents and a variety of stakeholders to contribute ideas and comments at every stage of the process; and
- Engage traditionally underserved populations, including low income and minority households and persons with disabilities.

Four-Step Process
In order to achieve these goals the MPO has developed a four-step public participation process:

- Identify Needs and Challenges;
- Generate Options;
- Evaluate and Prioritize Options; and
- Develop an Implementation Strategy.

Identify Needs and Challenges

Identify Needs and Challenges means taking a comprehensive look at the regional transportation system or a potential transportation project. In this era of rising gas prices, identifying public concerns about transportation is particularly important. In order to conduct a comprehensive identification of transportation needs and challenges, the MPO must solicit information
from the public, stakeholders, and MPO committees. This effort requires listening to comments and integrating suggestions made concerning the regional transportation network.

The public input tools listed in this plan will be used to collect the public’s comments about their daily transportation experiences, the regional transportation system as a whole, their suggestions for potential projects, and their vision for the future.

In addition to the general public, the MPO staff will also solicit the concerns of a broad range of stakeholders such as local jurisdictions, transportation providers, and land use agencies. Listening to stakeholders means gathering information about the services they provide and the impacts that the transportation system or potential projects will have on their services. MPO staff then discusses with their committees the information gathered from the public and stakeholders.

MPO staff is responsible for planning a transportation network that safely and efficiently moves people and goods throughout the region. Therefore, at this stage in the process, the MPO staff is also responsible for gathering information on current, relevant transportation conditions, such as crash data, traffic volumes, access management, adjacent land uses, and topography. For example, crash data may be gathered for a later analysis of safety conditions, and land use data may be used to determine impacts on the transportation system. Other considerations that will be discussed are the potential impacts to places...
deemed historically, environmentally or culturally important.

**Generate Options**

*Generate Options* means generating a list of proposed options based on input from the public, stakeholders, and MPO staff and merging them with best practices from transportation professionals. This process may be accomplished by using neighborhood or community audits, design tables, and other focus groups. Also evaluated in this step are the data gathered on current transportation conditions and existing transportation options, such as transit routes and bicycle lanes. This step of the process provides a balanced approach to updating MPO work products or evaluating potential projects.

The data gathered, along with the comments expressed by the public and stakeholders, will be analyzed for potential benefits and drawbacks. Monetary costs and technical feasibility of a project may also be considered in this step. Some of the tools that the MPO uses to analyze data are travel demand modeling, spatial geographic analyses, and other visualization techniques.

Then, MPO staff will discuss the data and proposed approaches with their committees to solicit further feedback. MPO staff will also continue to receive written comments from the public and stakeholders.

**Evaluate and Prioritize Options**

*Evaluate and Prioritize Options* means asking the question “Does a proposed approach help resolve the identified transportation concerns?” Specifically, the MPO will assess each proposal based on estimated costs, potential benefits and drawbacks, and technical feasibility. Potential benefits and drawbacks are based upon transportation principles and the input received from the public and stakeholders.

For example, a benefit of a proposed update may be community or neighborhood support, but a drawback may be that the approach does not improve the regional transportation system.

Next, the public may be asked to weigh their preferred options through techniques such as option or project ranking. In order for the public to effectively rank options, the MPO must clearly explain the processes used during the first two steps and define the regional significance of any proposed approach.

Therefore, a detailed matrix of the estimated costs, potential benefits and drawbacks, and technical feasibility of each proposal will be made available, as needed, in order to facilitate the ranking process. The MPO staff will also summarize the input from the public, stakeholders, and committees. To the extent possible, the MPO will also use visual techniques to explain completed analyses.

**Develop Implementation Strategies**

*Develop Implementation Strategies* means creating a report or work product that provides information on how to implement proposals. This written document will contain a summary of the entire four-step process, including written comments from the public and stakeholders, and will provide recommendations on an implementation strategy.

The implementation strategy may include determining:

- Whether an approach is a short term or long term project;
- The entity or entities responsible for implementation;
- Available funding; and
- Any other recommendations, such as design techniques or further analyses.

The draft of proposed implementation
strategies will be discussed with MPO committees and presented to the public and stakeholders for their final feedback. Final action on proposed options or plan updates is reserved for the MPO Policy Committee.

Public Participation Tools

Introduction
In order to maintain a proactive presence in the community, and an early and continuous public involvement process, the MPO strives to be both an educational organization and a quality resource center. To accomplish this goal, the MPO uses a toolbox of involvement techniques in their public participation processes. See Appendix A for the complete Public Participation Matrix.

Input Meetings
MPO staff continually works on adjusting and improving the format of public meetings to encourage input from all people in attendance. Interactive meetings are held early in the transportation planning process. This interaction is important so that the public is involved prior to any decisions being made. Below is listed the types of meetings that MPO Staff uses in different stages or settings of the Public Participation Process.

MPO Committee Meeting
The MPO has regular meetings of their Technical Advisory Committee, Bicycle and Pedestrian Advisory Committee, and Policy Committee. The advisory committees provide input to the Policy Committee on planning and engineering issues that affect the transportation decision-making process. All MPO committee meetings are open to the public. Residents and stakeholders are encouraged to attend the meetings and discuss the transportation challenges that they face. The meeting schedule, agendas and full packets for each committee meeting will be posted on the Mesilla Valley MPO website. Agendas are also distributed through the MPO Master Mailing List.

Traditional Public Input Meeting
Traditional Public Input Meetings are appropriate when MPO staff is asked to provide information on a specific topic, conduct an educational seminar, or present final results of a plan update or corridor study. These meetings provide an opportunity for question-and-answer sessions with the public, but are less interactive than charette-style meetings.

Charette-Style Meeting
Charette-Style public meetings engage the public in an interactive brainstorming process to develop ideas to address transportation needs and challenges. This process ensures that dynamic dialogue throughout the process is an integral part of assessing proposals and plans. Ideas that come out of this visioning process can be further analyzed for technically feasibility and for incorporation into a potential range of final solutions. Much of the four-step process outlined in this public participation plan is derived from the successes of conducting Charette-Style meetings.

Open House Meeting
Open houses are an informal type of public meeting that take transportation issues to the public rather than asking the public to come to us. This process is often less intimidating than a traditional input meeting. An Open House meeting is generally set up at a familiar site in the community where people already congregate, for example, at the Farmer’s Market, the local mall, or a University campus.

Sometimes traditional or even Charette-Style public meetings do not work well because people have busy schedules and may not have the time or the availability to attend these meetings. The Open House forum offers the public more opportunities to learn about transportation issues by providing meetings at several different locations and
during different times of the day. The MPO may set up a booth with brochures, maps, and other materials, and will provide opportunities for public comments.

**Stakeholder Consultation**

The MPO does not stand alone in regional transportation issues. The MPO coordinates and consults with local, regional, and national agencies, such as the MPO area jurisdictions, El Paso MPO, South Central Council of Governments, New Mexico Department of Transportation, and land management agencies. For example, the MPO integrates data from the Census Bureau and land use agencies, such as the Bureau of Land Management, into their planning process. Through this coordination the MPO is able to present a comprehensive picture of the transportation system to the public.

**Involvement Techniques**

MPO staff continually utilizes the following involvement techniques to solicit public input and ideas, as well as educate the public, stakeholders, and the MPO Committees. New techniques may be introduced and tested prior to inclusion in this document.

**Brainstorming and Visioning**

Brainstorming is a cooperative, open process geared toward sharing ideas, proposing alternatives, and building consensus. Visioning is also a cooperative group effort through which participants create a set of principles that lead to shared goals and strategies. Both can be used to build a shared vision, collect ideas, and provide direction on a comprehensive strategy for implementation. A visioning exercise may include participants using index cards to write down concepts that they think are most important to their community and sharing these concepts (if they so choose) with the group. The index card can then be used to inform the current planning process.

**Visualization**

Visualization techniques, such as maps, flow charts, traffic simulations, travel demand modeling, and video are used to help explain technical terms and transportation planning concepts to the public and stakeholders. Visualization techniques are applied throughout MPO documents and the MPO website. For example, the MPO’s traffic count program is available in map form, Geographic Information System (GIS) files, and on the MPO website. Also, the MPO is using video to provide a visual of transportation challenges during drop-off and pick-up times at schools.

**Neighborhood and Community Audits**

Neighborhood and Community Audits are used to educate the community and encourage them to get involved with issues that are close to home, yet affect the regional transportation system. Sometimes transportation concerns are more easily resolved through first hand experience. An audit can provide a constructive forum for gathering information and encouraging public involvement. For example, Safe Routes to School is an emerging issue for neighborhoods. Improving conditions for children on their routes to and from school may best be understood and observed through a walk along these routes.

Neighborhood and Community Audits are generally done in the field, but can be conducted using aerial maps as well. If a walking audit is not a possibility, then audit participants may draw on large maps to inventory valuable aspects of the transportation system and identify transportation challenges and potential solutions.

**Public Events**

Participating in Public Events accomplishes the tasks of educating the public, and finding multiple ways to encourage their
participation. Sometimes the public may not have time to attend public meetings, but has already made an event a part of their schedule.

**Focus Groups**

Focus Groups are generally used to explore a specific aspect of a project or transportation challenge in a more in depth manner. Individuals who are knowledgeable about or have an interest in a transportation related topic may be invited to participate in a Focus Group.

**Comment Forms**

Comment forms are open-ended requests for feedback on transportation related topics. Comment forms are available on the MPO website, at public meetings, or at MPO offices. Feedback from comment forms will be included in documents as either a verbatim appendix or a summary.

**Surveys**

Surveys are direct requests for feedback on specific transportation issues. In some cases, quantified results will be used to guide transportation decision making and help formulate overall goals for the transportation system.

**Education and Resource Center**

**MPO Staff Availability**

MPO staff is available during business hours to discuss the MPO transportation planning process or other transportation-related matters with residents and other interested parties. By prior arrangement, MPO staff is available to meet with stakeholders and other organizations during and after normal business hours.

**Orientation Workshops and Materials**

The MPO must educate our committee members and the general public on the basics of what the MPO does and why. In order to achieve this goal, the MPO provides both workshops that can be set up on an as needed basis and written materials that summarize the MPO’s goals, regulations, and processes. The MPO is working on a presentation and handbook titled “MPO 101” to distribute to all Committee members and anyone else who is interested.

**Master Mailing List (MML)**

The Mesilla Valley MPO maintains a Master Mailing List which includes neighborhood associations, community groups, business and professional groups, environmental groups, special interest groups, elected and appointed officials, affected agencies, and interested residents. This list will be used to:

- Coordinate regional planning efforts;
- Distribute TIP Call for Projects letter
- Provide MPO documents for review;
- Notify interested parties of upcoming meetings and other MPO activities;
- Communicate with members of the public, private entities, and governmental agencies; and
- Invite interested parties to comment on transportation planning issues.

The MML will be customized so only items of particular interest will be mailed to list recipients. The MML is continuously updated.

**Library**

MPO staff maintains a library of documents that are available for review during normal business hours. The MPO library contains past and current transportation planning studies and materials, paper and digital versions of maps, MPO plans, and study area reports. Copies of library materials are available at reproduction and postage costs.

**Website**

The Mesilla Valley MPO maintains an internet website to provide the most current information available including committee meetings, work products, current projects,
staff contact information, and links to other transportation sites. The MPO also utilizes the website for public outreach and education through regular updates and notifications. Public comments are encouraged and welcomed through the feedback page that allows anyone to submit comments regarding transportation planning issues at any time. The MPO will improve public input through the MPO website by conducting surveys on specific issues.

E-Newsletter – Intersections
The Mesilla Valley MPO will produce a monthly e-newsletter that will contain staff contact information, upcoming meeting schedules and agendas, results of technical activities, information on policy issues, current project status reports, and links to other relevant transportation-related sites. The MPO will also solicit from the public, stakeholders and committees, topics that they would like to learn more about. The e-newsletter will be distributed via email to all parties on the Master Mailing List that have indicated an interest in receiving the e-newsletter. It will also be available as a printed handout upon request. For interested parties that do not have internet they may request that a copy be mailed to them or use a computer at the MPO office.

MPO Logo
A logo representing the Mesilla Valley MPO is used to identify all products and publications of the MPO. This logo helps the public become familiar with the different activities of the MPO by providing a means of recognizing MPO products.

Media Advertising
The Mesilla Valley MPO will work with the local media to inform the public of significant transportation activities and issues. Public input meeting advertisements will be published in either the Las Cruces Sun News or the Las Cruces Bulletin, or both, in order to inform the largest number of residents possible and solicit their input. As appropriate, the MPO will send legal notices and/or press releases, conduct interviews, and submit articles to the local news media. Radio public service announcements will be used as appropriate. The MPO will work with the Las Cruces Bulletin to include a list of Committee meeting schedules.

Marketing Materials
Marketing materials may include brochures or flyers. Marketing materials may be provided for education or for advertising events that are applicable to transportation issues. For example, the MPO has produced a Bicycling Suitability Map that contains information on suitable bicycling routes, rules of the road, and other ways to promote safe bicycle riding in the MPO area.

Social Media
Mesilla Valley MPO staff shall investigate various types of social media for the purpose of disseminating relevant information and performing social outreach.

Evaluation of the Public Participation Process
The Public Participation Plan will be reviewed for effectiveness every five years when the Public Participation Plan as a whole is reviewed and updated.

Consideration of effectiveness may be made on the following factors:
- Level of public participation
- Level of event attendance
- Use of website
- Public reaction to MPO efforts and activities

As a result of this review the Public Participation Plan may be modified as deemed necessary.
APPENDIX A

Public Participation Matrix
<table>
<thead>
<tr>
<th>MPO Work Product Processes</th>
<th>Public Meeting Date</th>
<th>Minimum Comment Period</th>
<th>Public Participation Tools</th>
<th>Additional Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long Range Transportation Plan (LRTP)</td>
<td>Kick Off meeting required with all MPO Committees</td>
<td>180 days during LRTP process</td>
<td>Four-Step Process</td>
<td>Updated every 5 years. All public comments received and staff responses will be included in the LRTP.</td>
</tr>
<tr>
<td>Draft LRTP: At least 30 days prior to Policy Committee final action</td>
<td>30 days on Final Draft LRTP</td>
<td>Input Meetings</td>
<td>Education and Resource Center</td>
<td></td>
</tr>
<tr>
<td>Long Range Transportation Improvement Program (TIP)</td>
<td>Call for projects Letter at least 60 days prior to TIP final action</td>
<td>30 days</td>
<td>Call for Projects Letter</td>
<td>Updated every year. BPAC and TAC may serve as public input meetings. All public comments will be included in the documentation for the TIP.</td>
</tr>
<tr>
<td>Transportation Improvement Program (TIP)</td>
<td>At least 30 days prior to Policy Committee final action</td>
<td>30 days</td>
<td>Education and Resource Center</td>
<td></td>
</tr>
<tr>
<td>Unified Planning Work Program (UPWP)</td>
<td>At least 30 days prior to Policy Committee final action</td>
<td>45 days</td>
<td>Education and Resource Center</td>
<td></td>
</tr>
<tr>
<td>Public Participation Program (PPP)</td>
<td>At least 30 days prior to Policy Committee final action</td>
<td>45 days</td>
<td>BPAC and TAC may serve as public input meetings. A summary of all public comments will be provided to the Policy Committee.</td>
<td></td>
</tr>
</tbody>
</table>
### Public Participation Matrix

<table>
<thead>
<tr>
<th>Plan Type</th>
<th>Public Meeting Date</th>
<th>Minimum Comment Period</th>
<th>Public Participation Tools</th>
<th>Additional Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area and Corridor Plans</td>
<td>At least 30 days prior to Policy Committee final action</td>
<td>30 days</td>
<td>• Four-Step Process&lt;br&gt;• Input Meetings&lt;br&gt;• Involvement Techniques&lt;br&gt;• Education and Resource Center</td>
<td>• Target notification area determined (Min. 300')&lt;br&gt;• Notice sent regular mail&lt;br&gt;• Sign posted on property&lt;br&gt;• At least one public meeting held in location convenient to affected residents</td>
</tr>
<tr>
<td>Long Range Transportation Plan Amendments</td>
<td>At least 30 days prior to Policy Committee final action</td>
<td>30 days</td>
<td>• Four-Step Process&lt;br&gt;• Input Meetings&lt;br&gt;• Involvement Techniques&lt;br&gt;• Education and Resource Center</td>
<td>• At least one public meeting will be held&lt;br&gt;• BPAC and TAC may serve as public meetings</td>
</tr>
<tr>
<td>Transportation Improvement Program (TIP) Amendments</td>
<td>At least 15 days prior to PC final action</td>
<td>30 days</td>
<td>• Input Meetings&lt;br&gt;• Involvement Techniques&lt;br&gt;• Education and Resource Center</td>
<td>• TIP amendments include those which are not exempt from the public participation process.&lt;br&gt;• BPAC and TAC may serve as public meetings</td>
</tr>
</tbody>
</table>

### Input Meetings

<table>
<thead>
<tr>
<th>Type</th>
<th>Public Meeting Date</th>
<th>Minimum Comment Period</th>
<th>Additional Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>MPO Committee Meetings</td>
<td>Varies</td>
<td>N/A</td>
<td>• Legal or Posted Notice, as applicable&lt;br&gt;• E-Newsletter&lt;br&gt;• Website</td>
</tr>
</tbody>
</table>
APPENDIX B

Map of Low Moderate Income Areas
Low-Moderate Income Areas with Transit Facilities

Low Moderate Income (2011)
- Low Moderate Area
- Slum and Blight Area
- Special Survey Area
- City of Las Cruces
- RoadRUNNER Transit Routes
- Limited Access Highway
- Existing Thoroughfares
- Proposed Thoroughfares

Mesilla Valley Metropolitan Planning Organization

Public Participation Plan 06-06-13
APPENDIX C

General Time Line for MPO TIP and STIP Development and Amendments
### General Time Line for MPO TIP and STIP Development

#### Development Milestones

<table>
<thead>
<tr>
<th>Event</th>
<th>Even-numbered Calendar Year</th>
<th>Odd-numbered Calendar Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open Call for Projects</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NMDOT provides financial estimates and submittal and approval dates to MPO</td>
<td></td>
<td>(1)</td>
</tr>
<tr>
<td>MPO Draft TIPs developed and submitted to NMDOT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MPO Public and District Review</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MPO Bicycle and Pedestrian Advisory Committee Review, Project Ranking, and Final Recommendation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Review Project Ranking, and Final Recommendation by TAC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MPO Policy Committee Final Ranking and Adoption</td>
<td></td>
<td>(2)</td>
</tr>
<tr>
<td>District, RPO, and MPO Final TIPs submitted to General Office</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Office Completes STIP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>STIP Public Review</td>
<td></td>
<td>(3)</td>
</tr>
<tr>
<td>Concurrent Federal Review</td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Transportation Commission Review and Approval</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Office submits STIP for Federal Review and Approval</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Final Federal Review and Approval</td>
<td></td>
<td>(4)</td>
</tr>
</tbody>
</table>

#### Amendment Cycles

<table>
<thead>
<tr>
<th>Event</th>
<th>Even-numbered Calendar Year</th>
<th>Odd-numbered Calendar Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>MPO Bicycle and Pedestrian Facilities Advisory Committee Review and Recommendation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MPO Technical Advisory Committee Review and Recommendation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MPO Policy Committee Final Action</td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Transportation Commission Review and Approval</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Review and Approval</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MPO TIP Amendment Cycle 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MPO TIP Amendment Cycle 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MPO TIP Amendment Cycle 3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MPO TIP Amendment Cycle 4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MPO TIP Amendment Alternate Cycle 4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Notes:

1. Signifies a submittal or approval occurring during the month.
2. MDO TIP Development section to provide financial estimates to Districts, RPOs, and MPOs. Actual submittal and approval dates within the development cycle will be provided at the same time.
3. Draft TIPs due the 1st business day of the month.
4. Final TIPs due the 1st business day of the month.
5. State public review to be completed during June/July time period to allow for State Transportation Commission (STC) approval in July.
6. Actual date is determined by the approved STC meeting schedule.
7. The STIP should be ready for submittal for Federal review as soon as it is approved by the STC.
8. Target for Federal approval is October 1st, which begins the Federal fiscal year.
9. Amendments to the newly approved STIP; actual date is determined by the approved STC meeting schedule.
MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION
BICYCLE AND PEDESTRIAN FACILITIES ADVISORY COMMITTEE
ACTION FORM FOR THE MEETING OF July 15, 2013

AGENDA ITEM:
5.2 Bicycle/Pedestrian Planner Position Discussion

ACTION REQUESTED:
Discussion

SUPPORT INFORMATION:
See Below

DISCUSSION:

At a previous meeting the BPAC reached consensus on moving forward with a resolution to the MPO Policy Committee. Below is a proposed text for the resolution:

Whereas, The MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION, CITY OF LAS CRUCES, DOÑA ANA COUNTY, and TOWN OF MESILLA have all adopted Complete Streets policies recognizing the need to consider vehicle, bicycle, pedestrian, and transit modes when planning for and implementing transportation infrastructure, and

Whereas, the CITY OF LAS CRUCES has been recognized as a Bronze Level Bicycle Friendly Community by the League of American Bicyclists, and will need to reapply for continuing recognition by July 2015, and

Whereas, the League of American Bicyclists guidelines for Bronze Level Bicycle Friendly Community designation suggests one bike program staff person for each 77,000 of population, and

Whereas, the CITY OF LAS CRUCES has recently crossed the 100,000 population mark, included in the DOÑA ANA COUNTY population of about 215,000, and

Whereas, the MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION Policy Committee recognizes the importance of bicycles as a viable mode of transportation, its importance for public health, and as an economic force both locally and through tourism,

Therefore, let it be resolved that, the MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION
Policy Committee recommends that each member entity (CITY OF LAS CRUCES, DOÑA ANA COUNTY, and TOWN OF MESILLA) designate a staff member to be the bicycle/pedestrian contact.
MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION
BICYCLE AND PEDESTRIAN FACILITIES ADVISORY COMMITTEE
ACTION FORM FOR THE MEETING OF July 15, 2013

AGENDA ITEM:
5.3 Triviz Multi-Use Path Update

ACTION REQUESTED:
Discussion

SUPPORT INFORMATION:
Email thread to MPO Staff

DISCUSSION:

MPO Staff has been made aware of a potential safety issue on the Triviz Multi-Use path and agreed to bring the issue to the BPAC.
Hello,

My name is Andrew Wray and I am the new Transportation Planner at the MPO replacing Andy Hume.

In response to your concerns MPO staff proposes bringing this item before our Bicycle and Pedestrian Advisory Committee on July 16, 2013 at 5 PM at the Dona Ana County Commission Chambers. At this meeting staff will solicit the feedback of the committee on how best to proceed.

Andrew Wray  
Transportation Planner  
Mesilla Valley Metropolitan Planning Organization  
P.O. Box 20000  
Las Cruces, NM 88004  
(575) 528-3070  
(575) 528-3155 (fax)

From: Andy Hume  
Sent: Wednesday, June 19, 2013 8:03 AM  
To: Andrew Wray  
Subject: FW: cycling Rules Enforcement

Hi Andrew. I’m sorry I didn’t send this sooner.  
Please review the information.  
Thanks.

Andrew Hume, AICP  
Senior Planner  
APA-NM Member-At-Large  
Housing and Family Services  
City of Las Cruces Community Development  
PO Box 20000, Las Cruces, NM, 88004  
phone - (575) 528-3048, fax - (575) 528-3155

From: Tim Rogers [mailto:timro@hotmail.com]  
Sent: Tuesday, May 21, 2013 1:46 PM  
To: Patty Morris  
Subject: RE: cycling Rules Enforcement

Goodness gracious, is this really happening? It is up to local law enforcement to enforce rules of the path. I would recommend contacting Las Cruces City Police. Also it may be possible to raise the issue with the City, or alternatively to the LCMPO (cc’ing Andy Hume, who may have comment), Bicycle Pedestrian Facilities Advisory Committee. They would probably have the same advice to forward the complaint to law enforcement but may be interested in getting involved if there is a pattern of abuse.
Tim – Take a look at email below and let me know what you think. Thanks. p

From: David Harris [mailto:daveh505@comcast.net]
Sent: Tuesday, May 21, 2013 12:27 PM
To: Morris, Patty, DOH
Subject: cycling Rules Enforcement

Patty
What city Dept handles cycling rules enforcement for the Multiuse path along Triviz? There are quite a few young adult males who think there are no rules governing the multiuse path. They will tell you that quite bluntly if asked. They actually think it is a wide open path where ANYTHING GOES including no hands high speed riding while passing families with small children.
AGENDA ITEM:
6.0 Staff Comment (2014-2019 Transportation Improvement Program Administration Modifications)

ACTION REQUESTED:
None

SUPPORT INFORMATION:
FY2014 Transportation Improvement Program Amendment Reports
Email from Jolene Herrera, NMDOT Planner to MPO staff

DISCUSSION:
On May 8, the MPO Policy Committee approved the 2014-2019 Transportation Improvement Program (TIP).

The following administrative modification(s) to the TIP have been processed:

<table>
<thead>
<tr>
<th>CN</th>
<th>FY</th>
<th>Agency</th>
<th>Project &amp; Termini</th>
<th>Scope</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>LC00110</td>
<td>2014</td>
<td>Dona Ana County</td>
<td>El Camino Real at Dona Ana School Rd</td>
<td>Intersection Realignment</td>
<td>Moved to FY 2014</td>
</tr>
</tbody>
</table>

These administrative modifications will not affect any other projects currently listed in the TIP.
**Las Cruces MPO - PIN:** LC00110  
**Fed ID:** LC00110  
**CN:** LC00110  
**NMDOT Dist.:** 3  
**County:** Dona Ana  
**Municipality:** N/A not applicable  
**Lead Agency:** Dona Ana County  
**Length:** 0Miles  
**Est. Letting:**  
**Est. Proj. Cost:** $0  
**RT:**  
**Proj:** Intersection Realignment  
**Fr:** El Camino Real Rd at Dona Ana School Rd  
**To:**  
**Category:**  
**Project Desc.:** Design and Construction for Intersection Realignment: El Camino Real Rd at Dona Ana School Rd  
**Project Phases:**  
- Environ. Document  
- Prel. Engr.  
- Design  
- Right-of-way  
- Construction  
- Other  
**Work Zone:**  
**Remarks:** Added to the TIP; New TIP Funding Sources; Admin Adjust: 10-25-12  

### PROGRAMMED FUNDS - Four Year Federal TIP by Funding Category

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
<th></th>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>State Match</td>
<td>$0</td>
<td></td>
<td></td>
<td></td>
<td>$0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Match</td>
<td>$0</td>
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<td></td>
<td>$0</td>
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<td></td>
</tr>
<tr>
<td>Safety (HSIP)</td>
<td>$42,750</td>
<td>21</td>
<td></td>
<td></td>
<td>$42,750</td>
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<tr>
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<td></td>
<td>$42,750</td>
<td>$42,750</td>
<td>$42,750</td>
</tr>
</tbody>
</table>

**TIP Informational Years**

- 2018  
- 2019
Good morning Andrew,

Can you please administratively move CN LC00110 to FY2014? Rebecca says it’s okay to move it without an amendment per our STIP/TIP Policies & Procedures Manual.

Also, please see the attached STIP page for the new HSIP project awarded to the City of Las Cruces in FY2014. The CN is LC00130. Can you please get this on the BPAC agenda and add it to the TIP?

Thanks,

Jolene Herrera
Urban & Regional Planner D1 & D2
NMDOT South Region Design
750 N Solano Dr
Las Cruces, NM 88001
O: (575) 525-7358
C: (575) 202-4698

Jessica,
Please get with Jolene and have her work with the MPO in Las Cruces to move this to 2014 in the TIP as an administrative Modification and then she will send me the TIP sheet, so I can replicate it within the STIP.

Thank you,

Rebecca M. Maes
STIP Coordinator
(505)476-3785

Hi Jessica:
I approve any proposed STIP amendment to move the safety funds for this Dona Ana County Lead HSIP Safety Project on Dona Ana School Road at El Camino Real from the FY 2013 Program Year to the FY 2014 Program Year.

Steve

Steve Eagan, P.E.
Safety Project Engineer
New Mexico Department Of Transportation
Traffic Technical Support Bureau
Room 216
PO Box 1149
1120 Cerrillos Road
Santa Fe, NM 87504-1149
Office: 505-476-3545
Cell: 505-490-3063

From: Hunter, Jessica, NMDOT
Sent: Monday, July 01, 2013 9:27 AM
To: Eagan, Steve L., NMDOT
Cc: Herrera, Jolene M, NMDOT; Love, Harold A., NMDOT
Subject: FW: LC00110Angie Guerrero

Good Morning Steve,

LC00110 is a safety project with Dona Ana county in FY ‘13. Please see the email below from the county...would it be possible to move the funding to FY ’14 to allow the county time to acquire the ROW necessary to complete the project?

Please let me know if you have any questions or need any additional information.

Thanks,
Jessica

---

From: Henry Corneles [mailto:henryco@donaanacounty.org]
Sent: Monday, July 01, 2013 9:15 AM
To: Hunter, Jessica, NMDOT
Cc: Cindy Beakley; Don Bullard; Elwess, Alden L., NMDOT; Angie Guerrero; Robert Armijo; Tommy Garcia; Bill McFarland; Eric Swartz
Subject: RE: LC00110Angie Guerrero

Jessica: We as a team (including the County, NMDOT and contractor) have all contributed to an extended amount of time to get to the point of awarding the design of this project. The bottom line is that it may be very difficult to get the design done by August 15, 2013. Even though this is a small project, there is a right of way taking involved which might slow things down. Please accept this email as a request to extend the time. Thank you.

Henry K. Corneles

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From: Hunter, Jessica, NMDOT [mailto:jessica.Hunter@state.nm.us]
Sent: Friday, June 28, 2013 3:28 PM
To: Henry Corneles
Cc: Cindy Beakley; Albert Racelis; Don Bullard; Elwess, Alden L., NMDOT; Angie Guerrero
Subject: RE: LC00110Angie Guerrero
Yes, I got your message and spoke with Angie yesterday. The 8/15 deadline is in the project agreement and is pretty firm. The FY ’13 construction funding has to be obligated by the end of the fiscal year (9/30/13) which only gives us a few weeks to get all the paperwork and FHWA approvals in place.

Thanks,
Jessica

From: Henry Corneles [mailto:henryco@donaanacounty.org]
Sent: Friday, June 28, 2013 2:41 PM
To: Hunter, Jessica, NMDOT
Cc: Cindy Beakley; Albert Racelis; Don Bullard; Elwess, Alden L., NMDOT; Angie Guerrero
Subject: RE: LC00110Angie Guerrero

Jessica: I called you and left a message on 6/27. Not sure if you got it. We would like to talk about an extension to the August deadline. thanks

Henry K. Corneles

From: Hunter, Jessica, NMDOT [mailto:jessica.Hunter@state.nm.us]
Sent: Thursday, June 27, 2013 11:14 AM
To: Angie Guerrero
Cc: Henry Corneles; Cindy Beakley; Albert Racelis; Don Bullard; Elwess, Alden L., NMDOT
Subject: RE: LC00110

Hi Angie,

Just following up on the county’s award to Smith Engineering? Please keep in mind that the deadline for all certifications as well as the PS&E package is August 15, 2013.

Thanks,

Jessica Hunter, P.E.
Project Development Engineer

NMDOT, South Region Design
750 N Solano
Las Cruces, NM 88001
Office: 575-525-7343
Cell: 575-343-6125
Fax: 575-524-6060

From: Angie Guerrero [mailto:angieg@donaanacounty.org]
Sent: Wednesday, June 12, 2013 2:14 PM
To: Elwess, Alden L., NMDOT; Hunter, Jessica, NMDOT
Cc: Henry Corneles; Cindy Beakley; Albert Racelis; Don Bullard
Subject: Re: LC00110

Good Afternoon Alden,

The Board of County just approved the Request for Proposal Award to Smith Engineering yesterday June 11, 2013. The contract is now being finalized and should be ready in the next week or so. The County asks that this project not be put
on the inactive/unobligated list as it is underway now that its been formally approved. The County will continue updating you and Jessica Hunter with progress as the project goes along.

Henry/Cindy,
Please forward Alden Elwess and Jessica Hunter with a copy of the notice of award, contract and notice to proceed as soon as these are completed.

Thank you,

Angie Guerrero

On Jun 12, 2013, at 1:50 PM, "Elwess, Alden L., NMDOT" <Alden.Elwess@state.nm.us> wrote:

Angie:

Can you give me a status of subject project? the reason I am asking is, this project has not had any charges against and it is about to go on a list on inactive/obligated projects.