The following is the Agenda for a meeting of the Policy Committee of the Mesilla Valley Metropolitan Planning Organization (MPO) to be held January 8, 2014 at 1:00 p.m. in the Doña Ana County Commission Chambers, 845 Motel Blvd, Las Cruces, New Mexico. Meeting packets are available on the Mesilla Valley MPO website.

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1. CALL TO ORDER Chair
2. ELECTION OF OFFICERS Chair
3. CONFLICT OF INTEREST INQUIRY Chair
4. PUBLIC COMMENT Chair
5. CONSENT AGENDA* Chair
6. * APPROVAL OF MINUTES
   6.1. *November 13, 2013 Chair
   6.2. *December 11, 2013 Chair
7. ACTION ITEMS
   7.1. Resolution 14-01: A Resolution Certifying Compliance with the Open Meetings Act for the 2014 Calendar Year by the Mesilla Valley MPO MPO Staff
   7.2. Resolution 14-02: A Resolution Authorizing the MPO Chair to sign a letter of support for the New Mexico State Rail Plan
   7.3. Resolution 14-03: A Resolution Amending the FY 13 and FY 14 Unified Planning Work Program MPO Staff
8. DISCUSSION ITEMS
   8.1. NMDOT Planning Procedures Document MPO Staff
   8.2. MPO Bylaws Update MPO Staff
   8.3. NMDOT updates NMDOT Staff
   8.4. Advisory Committee Updates MPO Staff
9. COMMITTEE and STAFF COMMENTS Chair
10. PUBLIC COMMENT Chair
11. **ADJOURNMENT**  

Publish December 29, 2013
LAS CRUCES METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE (PC) MEETING

Following are the minutes from the MPO Policy Committee (PC) meeting held on
Wednesday, November 13, 2013 at 5:00 p.m. at City Hall, Council Chambers, 700 N. Main
Street, Las Cruces, New Mexico.

MEMBERS PRESENT: Councilor Olga Pedroza (CLC)
Councilor Sharon Thomas (CLC)
Councilor Gill Sorg (CLC)
Trustee Linda Flores (Town of Mesilla)
Commissioner Leticia Benavidez (DAC)
Commissioner Wayne Hancock (DAC)
Trent Doolittle (NMDOT)

MEMBERS ABSENT: Trustee Sam Bernal (Town of Mesilla)
Mayor Nora Barraza (Town of Mesilla)
Commissioner Billy Garrett (DAC)

STAFF PRESENT: Tom Murphy (MPO)
Andrew Wray (MPO)
Chowdhury Siddiqui (MPO)
Orlando Fierro (MPO)

OTHERS PRESENT: Harold Love (NMDOT)
Jolene Herrera (NMDOT)
George Pearson (BPAC)

1. CALL TO ORDER

Meeting was called to order at 5:05 p.m. Roll call was taken to establish quorum.

Murphy: Councilor Sorg
Sorg: Here

Murphy: Trustee Flores
Flores: Here

Murphy: Commissioner Benavidez
Benavidez: Here

Murphy: Mayor Pro Tem Thomas
Quorum was established.

2. CONFLICT OF INTEREST INQUIRY – No conflict of interest

Pedroza: We want to thank and recognize Mayor Pro Tem Thomas for all the very hard and very effective work that she has done. This will be her last meeting, although we will certainly be calling on her for additional help as needed, so thank you very, very much Sharon and on behalf of the Committee and staff Tom has something to present.

Murphy: So we got this plaque presented to Councillor Sharon Thomas in appreciation for years of service 2008-2013, vice chair 2009, chair 2010, presented this day November 13, 2013. On behalf of staff, I’d like to express our appreciation for your service to the MPO. I believe in the six years that you have serviced on this Committee you have managed to raise the level of discussion at these meetings on these committees. You kept on top of national transportation trends and I think that you have set a terrific example for those that you follow and you will be sorely missed by all of us that remain.

Thomas: Well, how nice of you, thank you and I have to say that the MPO Policy, I mean this is the hardest Committee to be on because there is so much to learn and there is so much federal language and so I want to thank Tom and his staff and especially Andy who is no longer with us, with the staff, spending a lot of time with me and helping me understand how all this works. It’s been a great learning experience and I’m going to go forward and keep working on the transit district and so there will be a connection and I’m still going to keep trying to understand what’s going on at the federal level so thank you very much it’s been a pleasure to work with all of you.

Pedroza: And so that you stay up to speed this afternoon or this evening you are also going to do a presentation about the state-wide MPO, is that correct.
Thomas: Yes, about the summit, yes I am.

3. PUBLIC COMMENT – No public comment

4. CONSENT AGENDA*

Pedroza: Is there a motion to accept the consent agenda or to accept the agenda as presented?

Sorg: Madame Chair, I would like to remove action item 6.2 Resolution 13-12.

Pedroza: Okay, that one will be pulled. Is there anything else? I understand that one of the discussion items might also need to be pulled.

Thomas: Aren’t these up for discussion or action anyway or no.

Murphy: Yes, Bohannon Huston was unable to make the trip down here so I was going to give a light report or we could pull it from the agenda, item 7.2.

Pedroza: Okay, which would you prefer?

Murphy: We can go ahead and pull it and then do it next month.

Pedroza: Okay so then is there a motion to accept the agenda as amended?

Hancock: So moved.

Flores: Seconded.

Pedroza: It has been moved and seconded that we accept the agenda as amended pulling action item 6.2 and discussion item 7.2. Is there any further discussion?

Thomas: Yes, Madame Chair, I’m a little confused. Are we taking 6.2 off?

Pedroza: Off the consent agenda.

Thomas: Oh it was on the consent agenda, 6.1 and 6.2 are both on consent and 7.2.

Pedroza: Alright is there any other discussion or questions? Okay, all in favor please say aye.

All in favor, motion carried.

5. *APPROVAL OF MINUTES

5.1 *October 9, 2013 – Approved on consent agenda vote.
6. ACTION ITEMS

6.1 *Resolution 13-11: A Resolution Adopting the 2014 MPO Meeting Calendar – approved on Consent Agenda vote.

6.2 Resolution 13-12: A Resolution Adopting the 2013 List of Obligated Projects

Pedroza: The next item for discussion is 6.2 which has been removed from the consent agenda. Tom, can you present?

Tom Murphy gave a brief presentation.

Pedroza: Councillor Sorg did you have some specific questions.

Sorg: Yeah, I always do. First of all, I noticed in the Resolution on the second “Whereas” it talks about regionally significant transportation related projects and I never seem to think we get enough transit talk in this MPO and for future reference I just hope we can pay more attention to transit in the MPO area. That was just my concern shall we say and we’re talking about mostly primarily bus transit but any other types of transit too. The second thing I had, well first of all, I have to ask you was this supposed to be Exhibit A.

Murphy: Yes.

Sorg: Yeah, I didn’t say it so I wasn’t 100% sure. So obligated projects, in other words, we’re passing a resolution here saying that we approve of this obligated projects which means it’s already set in stone that we’re spending the money on these projects.

Murphy: Essentially what we’re doing with the Resolution is approving this to be viewed by the public as these are federal funds that were spent on projects that essentially been moving towards completion, so we’re not approving the funds, we’re approving the listing of the funds for dissemination to the public.

Sorg: Okay, well I noticed one line item on there, the Las Cruces Metropolitan Planning Organization lead projects which of course now we should be calling Mesilla Valley is that correct or is that just the old form that we’re still using because it wasn’t changed yet.

Murphy: I think the majority of FY 13 we were the Las Cruces and we made that switch mid-stream.

Sorg: Okay, that will be changed in the future I’m sure. On the last item there, on SRTS coordinator $49,000, I thought we lost our coordinator, where did that money go?
Murphy: We did lose our coordinator effective August 15, this was the money that was spent on the coordinator and we also had some, we paid some other NMSU interns, some data collection and GIS coding funding during FY 13.

Sorg: So it was a little more than just a coordinator’s position, then?

Murphy: That’s correct and as well as supplies and those types of expenses.

Sorg: Could you just remind me this MPO # 72 under the NMDOT lead projects, 72 there is a Lujan Hill Road, can you just tell me where that is, anybody tell me where that is, maybe DOT can tell us where it is. I don’t remember even doing that.

Wray: Madame Chair, Councillor Sorg, Lujan Hill Road is north of Las Cruces. It’s north of Shalem Colony Trail on Valley, it intersects with Valley.

Sorg: That’s a State highway?

Wray: I believe Lujan Hill is just a County road.

Sorg: I just wonder why it was under NMDOT lead projects.

Thomas: That would have been most likely done as a Section 130, Railroad Safety Crossing funds.

Sorg: Oh, okay, that makes sense. Well I wonder if we need to explain the SRTS infrastructure, a half a million dollars. This morning we had our little meeting with the school district and the Department of Health and I was pleasantly surprised that that money was there. This is for infrastructure only the various crosswalks and so forth. Maybe the rest of the Committee would like to know what that money is going to.

Thomas: That $500,000 is the infrastructure like crosswalks, certain signage, some ADA compliant curb ramps around the, I believe it was ten schools prioritized through the Safe Routes to School Action Plan, an additional 17 more schools that will be receiving bike racks on that. That money was obligated through August through the State process and from understanding of the City’s Public Works Department they are looking to release that bid for the work in February so that the actual work may occur in between the school year while students are not at the school.

Sorg: Sure, understand, well very good, so now next year we’ll starting on a new TIP, right? This is for this present year.

Murphy: That’s correct.
Sorg: Okay, I just wanted to get that all understood by everybody here and with that Madame Chair I’m finished.

Pedroza: Thank you Councillor Sorg. I wanted to ask you are there any other questions first? Tom, if the purpose of this is to let people, generally the public know how money has been allocated and received and spent, what is the type of presentation that we make? Is it simply releasing a spreadsheet like this or is there some explanation such as what Councillor Sorg has right now elicited from you?

Murphy: We do so by publication, in the packet here with the wording on the Resolution. We also so post it on our website and Andrew and I will work out and make sure that on the web page that there is a more, if there isn’t already that we have a fairly detailed explanation of what the listing of obligated projects means.

Pedroza: I think that would be a really good idea Tom, thank you. Have we moved approval? Are we ready to vote on this or not?

Murphy: I think we do need a motion and a second. I don’t recall a motion.

Pedroza: We did or was that, that was just for the agenda. Yeah okay so on this particular Resolution 13-12………..

Sorg: Move to approve.

Flores: Seconded.

Pedroza: Is there any further discussion, then Tom would you please poll the Committee.

Murphy: Councillor Sorg

Sorg: Yes

Murphy: Trustee Flores

Flores: Yes

Murphy: Commissioner Benavidez

Benavidez: Yes

Murphy: Mayor Pro Tem Thomas

Thomas: Yes
Murphy: Commissioner Hancock

Hancock: Yes

Murphy: Mr. Doolittle

Doolittle: Yes

Murphy: Madame Chair

Pedroza: Yes.

Motion passes, vote 7 – 0 (3 members absent)

6.3 Resolution 13-13: A Resolution Amending the FY 2012-2017 Transportation Improvement Program

Sorg: Move to approve.

Thomas: Second.

Wray: Thank you Madame Chair, this item is basically purely a bit of housekeeping. As we were working on the annual list of obligated projects, Mr. Bartholomew, the administrator or ROADrunner Transit noticed in our TIP that we had this project still there. ROADrunner Transit has not run a Ride Share Program in several years and this amendment removes that from our TIP and this is for the 2012-2017 TIP.

Flores: Just a comment on Page 33, just to let you know there is a Las Cruces still there where there should be Mesilla Valley at the very first sentence.

Pedroza: Would you poll the Committee please.

Wray: Councillor Sorg

Sorg: Yes

Wray: Trustee Flores

Flores: Yes

Wray: Commissioner Benavidez

Benavidez: Yes
Wray: Councillor Thomas

Thomas: Yes

Wray: Commissioner Hancock

Hancock: Yes

Wray: Mr. Doolittle

Doolittle: Yes

Wray: Madame Chair

Pedroza: Yes

Motion passes, vote 7 – 0 (3 members absent).

6.4 Resolution 13-14: A Resolution Amending the FY 2014-2019 Transportation Improvement

Andrew gave a brief presentation on the list of amendment for the first cycle of the 2014-2019 TIP and the TAP funding amendments.

Pedroza: I have a question. On page 36 the second column it has an acronym that I didn’t know what it was, CCTV, I believe that Tom has told me and it is a closed circuit TV, okay, so those are those cameras that are occasionally found at intersections. What is it that they do Mr. Doolittle?

Doolittle: No, that’s actually an ITS software to allow us to actually see the interchange. Those that you see at intersections are just vehicle detector to time the signals. This is actually closed captioned TV.

Pedroza: And what’s the purpose?

Doolittle: Basically to allow us with ITS to observe traffic, accidents, emergencies without us actually having people on board. It’s tied also into our NM roads so anybody from the public can actually tie in to those cameras to see what is at the interchange itself.

Pedroza: And that again is something that I think would be very, very good to let the public be aware of. I don’t know how or when but if at some point we can do that, which would be great.

Hancock: Madame Chair, it might be a good thing to make sure 911 center is aware of that at those intersections so that they could utilize that for their purposes.
Pedroza: Would that be possible to bring into awareness of that (inaudible).

Doolittle: We can do that. We also have shared this with DOC so they are aware. Just to be clear, this is just for visual. A lot of these aren’t tilt/pan/zoom type of deal and ultimately if they are the only group that has any control over them is the DOT not law enforcement but we can certainly provide a list of all those locations.

Pedroza: Thank you very much. If you can give it to either Tom or Andrew I’m sure that they could disseminate that. Is there any other…..........yes Councillor Sorg.

Sorg: A word on the cameras, is this similar to the TXDOT cameras you see on the interstate there?

Doolittle: They are other than a majority of ours are not tilt/pan/zoom cameras.

Sorg: Okay, one (inaudible), I didn’t know they could either but anyway they might, anyway just curious about that but other than that Madame Chair I would like to request that we add an item or two to this list. First is the Spaceport Road from I-10 to the Spaceport. I’d like to see that on the list of the roads to be fixed, to be built up to standards. Then also the second item I’d like to see on the list is a road that goes from Santa Teresa to Interstate 10 connecting Santa Teresa to our West Industrial Park in the city here, can that be done.

Pedroza: Is this the time for that, Tom? It would occur to me that it might not be the proper time.

Murphy: Madame Chair, Councillor Sorg, in the case of the road to the Spaceport, one would have to have an agency with identified funding working on such a project. A secondary concern is that, I believe you mean from up north into the Spaceport itself, the MPO boundary itself ends at Radium Springs so that’s outside our MPO boundary. In the second case from Santa Teresa to I-10 that portion is in, a portion of that is within our MPO area. Currently NMDOT is undergoing a Phase A study process for that corridor. It’s known as, we call it "behind Mesa Road" on our Long Range Plan. Their report is calling it the West Mesa Plan and that project is due to wrap up in about six months or so. I know Bolzen Corbin is on contract to do that and so that should be listed in our TIP currently and as that project gets advanced each subsequent phase will be included into the TIP.

Pedroza: Okay, thank you. Mr. Doolittle, did you have something to add.

Doolittle: Separate from that I just had one small; I noticed one small correction that needs to take place on Page 37, although minor the second one Control No. LC00120 under the agency it has US 70, just to make it clear it should be DOT.
Wray: We will make that correction.

Sorg: Madame Chair, I wasn’t quite finished. Well you said that it’s on the current TIP, is this not the current TIP that we’re talking about and if there is something in between this one and the item we’re working on now, the Resolution now, what is that.

Wray: Madame Chair, Councillor Sorg, the only TIP reports that we included in the packet are the ones that we’re specifically asking for amendments on right now. The complete TIP is posted on the website and when these amendments are processed I’ll be posting an updated copy of the TIP.

Sorg: So the High Mesa Road is on that TIP?

Wray: Yes.

Sorg: Okay, good, thank you Madame Chair, I am done now.

Thomas: I have a question about the one that Mr. Doolittle just asked about. It says $1M was added, can we have some information what that was added for, this is the intersection of Spitz, Solano, Main, that’s the Three Crosses intersection.

Wray: Madame Chair, Councillor Thomas, I have to defer to DOT staff on that.

Doolittle: I don’t know the specific reason that it was added but typically as we progress through the design phase and our estimates become more accurate we’ll reflect those changes in the estimates.

Thomas: We have asked in the past that this be coordinated with ROADrunner Transit and I know their plans for a bus pullout going one direction but not going the other direction and so on the, what’s it called is it the Strategic Plan or the Long Range Plan for the transit that has the corridors, I can’t remember which plan it’s in.

Murphy: It's the Transit Long Range Plan.

Thomas: The Transit Long Range Plan and so that’s one of the corridors that we’re looking at, is that not right for ……….

Murphy: That is correct.

Thomas: So going forward that could become sort of a, well we didn’t call it bus rapid transit, what did we call it.
Murphy: Madame Chair, Mayor Pro Tem Thomas, I believe we had that one listed as an express corridor.

Thomas: Yeah, okay so we have several express corridors that will carry north/south traffic and that’s one of them and so in order to get federal funding if we want to call it a bus rapid transit corridor we have to have certain amount of pullouts and various other amenities so it would be really useful at this point while you’re working on that intersection if you could coordinate with the ROADrunner Long Range Plan because it lays out those corridors.

Doolittle: Okay, I’ll make sure that our project development engineer is inviting them to the plan reviews.

Thomas: Okay and take a look at that at the ROADrunner plan and what they are looking at for those north/south corridors, thank you.

Benavidez: I need a clarification from Councillor Sorg, earlier you said that there was, that you wanted a connection for the Spaceport road from I-10, you meant I-25 correct.

Sorg: I certainly did mean I-25.

Benavidez: Okay, thank you.

Sorg: Thank you for correcting that.

Pedroza: Thank you.

Sorg: One last comment Madame Chair, that particular item you just got done talking about the intersection there at Spitz, Solano and Main. I was hoping that $1M might mean that you would put a roundabout there.

Doolittle: Not likely.

Pedroza: Thank you. Okay are there any other questions about this particular agenda item. Nobody is in the public, okay, well then would you poll the Committee please.

Wray: We don’t have a motion.

Pedroza: It’s not a motion. I thought we did.

Thomas: No, we didn’t for this one. I move that we accept Resolution 13-14, is that what it is.

Hancock: Second.
Wray: Madame Chair, Councillor Thomas, due to the dissention between BPAC and the TAC are you meaning excluding the two TAP projects that were not funded in your motion.

Thomas: Excluding the two projects and I have Resolution 13-13 amended. What number is it? 13-14 is Attachment B: the self-certification statement, do these go together?

Wray: Madame Chair, Councillor Thomas, yes because the DOT is now requiring the self-certification with every TIP amendment.

Thomas: But we have it listed as two different resolutions so are we going to do it with two different, theirs is 13-13 and 13-14.

Wray: Madame Chair, Councillor Thomas we already voted on 13-13.

Thomas: Okay, this one goes with this one, so we're on 13-14?

Wray: Yes.

Thomas: Move to approve Resolution 13-14 with the projects removed.

Hancock: And that's a second.

Pedroza: It's been moved and seconded that we approve action item 6.4 Resolution 13-14 excluding the projects that had not been funded. Would you please poll the Committee?

Wray: Councillor Sorg

Sorg: I would just like to have some clarification here. 13-14 Transportation improvement program that includes the, what you call the self-certification statement and this list of projects, right? Then my vote is yes.

Wray: Trustee Flores

Flores: Yes

Wray: Commissioner Benavidez

Benavidez: Yes

Wray: Councillor Thomas

Thomas: Yes
Wray: Commissioner Hancock

Hancock: Yes

Wray: Mr. Doolittle

Doolittle: Yes

Wray: Madame Chair

Pedroza: Yes

Motion passes, vote 7-0 (3 members absent).

7. DISCUSSION ITEMS

7.1 Statewide MPO summit review

Councillor Thomas gave an update on the MPO summit held in Albuquerque at the Mid-Region Council of Governments on September 14, 2013.

Councillor Pedroza stated that the amount of information is overwhelming and wondered if others felt the same. She asked Tom if it would be possible to have a work session and invite Mayor Pro Tem Thomas so that Committee members would have an opportunity to informally ask questions and get up to speed on some of the changes that they will be dealing with.

Tom stated that a work session can be scheduled. A time needs to be agreed upon and have seven days advance notice and space on everyone's calendar to accommodate it.

7.2 Transportation Asset and Safety Management Plan – removed from the agenda on consent agenda vote.

7.3 NMDOT updates

Trent Doolittle gave NMDOT updates

- US 70 paving project from Morton Lane to the river – paving has started.
- Cable barrier project – purchase order has been issued to a contract through the district. Pre-conference next week to get the materials ordered. No timeline yet. Goal is to try to have it by Christmas.
- Avenida de Mesilla project, still working on eastbound lanes. At this point they are right on schedule.
Upcoming projects

- **Vado/Mesquite interchanges** – public meeting held on November 5th, lot of turnover. Thank you to Commissioner Garrett for helping to share the word with the truck stops, gas stations and dairies. Project is scheduled to be bid on November 15th. The interchanges will remain open at all times. The bridge at Mesquite will be closed.
- **Concrete wall barrier** from I-25/US 70 interchange to about Rinconada, scheduled to be bid Friday as well.
- **North Main** – section from Chestnut to just before the Three Crosses Interchange is scheduled to be bid in December.
- **US 70 over the pass** from NASA to Aguirre Springs, full width pavement preservation project, should see some construction in early spring.
- **Bi-weekly meetings on the Missouri bridge** which will be full replacement of the two bridges, scheduled for November 2014 let.

7.4 Advisory Committee Updates

George Pearson stated on the BPAC there is a vacant position for a citizen representative from the Town of Mesilla, any help in getting that filled before the BPAC meets in January would be appreciated.

8. COMMITTEE AND STAFF COMMENTS

Commissioner Hancock gave an update on the Spaceport Road.

Tom stated that there was a public input meeting for the MTP update last night. Four more meetings are scheduled – November 16 at Branigan Library Boardroom at 11 a.m.; November 19 Del Cerro Community Center in Berino at 11 a.m., November 21 Dona Ana Community Center, Village of Dona Ana at 11 a.m. and November 22 Town of Mesilla Boardroom at 11 a.m.

Freight working group meets on November 18th.

City of Las Cruces is hosting the State Transportation Commission meeting in Council Chambers on December 5 at 8 a.m.

9. PUBLIC COMMENT – No public comment

10. ADJOURNMENT

Meeting adjourned at 6:21 p.m.

Councillor Thomas motioned to adjourn.
Commissioner Benavidez seconded the motion.
Chair
Following are the minutes from the MPO Policy Committee (PC) meeting held on Wednesday, December 11, 2013 at 5:00 p.m. at City Hall, Council Chambers, 700 N. Main Street, Las Cruces, New Mexico.

MEMBERS PRESENT: Councilor Olga Pedroza (CLC)  
Commissioner Billy Garrett (DAC)  
Mayor Nora Barraza (Town of Mesilla)  
Councilor Gill Sorg (CLC)  
Trustee Linda Flores (Town of Mesilla)

MEMBERS ABSENT: Commissioner Leticia Benavidez (DAC)  
Commissioner Wayne Hancock (DAC)  
Trustee Sam Bernal (Town of Mesilla)  
Trent Doolittle (NMDOT)

STAFF PRESENT: Tom Murphy (MPO)  
Andrew Wray (MPO)  
Chowdhury Siddiqui (MPO)  
Orlando Fierro (MPO)

OTHERS PRESENT: Hilary Brinegar (Marron Inc.)  
Jim Creek (NMBA)  
Jolene Herrera (NMDOT)  
Jack Valencia (SCRDT)  
Homer Bernal (NMDOT)  
George Pearson (BPAC)

1. CALL TO ORDER

Meeting was called to order at 5:00 p.m. Roll call was taken to establish quorum, five members present (4 absent, 1 vacancy)

2. CONFLICT OF INTEREST INQUIRY – No conflict of interest

3. PUBLIC COMMENT – No public comment

4. CONSENT AGENDA*

5. *APPROVAL OF MINUTES

5.1 *November 13, 2013

Trustee Flores motioned to approve postponement of the minutes until January 2014. Councillor Sorg seconded the motion.

Roll call was taken. Vote 5 – 0 (4 absent, 1 vacancy), motion passes.
6. DISCUSSION ITEMS

6.1 NM State Rail Plan
6.2 NMDOT updates
6.3 Advisory Committee Updates

7. COMMITTEE AND STAFF COMMENTS

8. PUBLIC COMMENT – No public comment

9. ADJOURNMENT

Meeting adjourned at 6:30 p.m.

Councillor Sorg motioned to adjourn.
Trustee Flores seconded the motion.

____________________________________
Chair
MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE
ACTION FORM FOR THE MEETING OF January 8, 2014

AGENDA ITEM:
7.1 Resolution No. 14-01: A Resolution Certifying Compliance with the Open Meetings Act for the 2014 Calendar Year by the Las Cruces Metropolitan Planning Organization.

ACTION REQUESTED:
Review and adoption of Resolution 14-01 (Open Meetings Resolution)

SUPPORT INFORMATION:
1. Copy of Resolution 14-01

DISCUSSION:
Annually, the Mesilla Valley Metropolitan Planning Organization is required to adopt an Open Meetings Resolution pursuant to the State of New Mexico’s Open Meetings Act (NMSA 1978, Article 10, Chapter 15). This resolution affirms the Policy Committees intent to follow the Open Meetings Act. The Open Meetings Act specifies how meetings that formulate and adopt public policy are to be conducted. In addition, it also identifies the notice requirements of regular meetings, special meetings, and emergency meetings.

OPTIONS:
1. Vote “aye” to approve Resolution 14-01 approving the 2014 Mesilla Valley Metropolitan Planning Organization Open Meetings Resolution.

2. Vote “aye” to approve Resolution 14-01 with additional amendments or modifications.

3. Vote “nay” and do not approve Resolution 14-01 as presented. This action would result in the Open Meetings Resolution being denied by the Policy Committee and would result in the MPO’s committees being in violation of the State’s Open Meetings Act.
A RESOLUTION CERTIFYING COMPLIANCE WITH THE OPEN MEETINGS ACT FOR THE 2014 CALENDAR YEAR BY THE MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION.

The Mesilla Valley Metropolitan Planning Organization (MPO) Policy Committee is informed that:

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to 4) states that, except as may be otherwise provided in the Constitution or the provisions for the Open Meetings Act, all meets of a quorum of members of any board, council, commission or other policy-making body of a state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of, or the delegated authority, of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, meetings subject to the Open Meetings Act at which the discussion or adoption of a proposed resolution, rule, regulation, or formal action occurs and shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(C) of the Open Meetings Act requires the Metropolitan Planning Organization (MPO) to determine annually what constitutes reasonable notice of its public meetings; and

WHEREAS, the Policy Committee has determined that it is in the best interest of the MPO for the Resolution certifying compliance with the Open Meetings Act for the 2014 calendar year for all MPO Committees to be approved.

NOW, THEREFORE, be it resolved by the Policy Committee of the Mesilla Valley Metropolitan Planning Organization:

(I)

THAT all meetings of the Committees of the Mesilla Valley Metropolitan Planning Organization shall be held in accordance with the provisions contained in the MPO Bylaws and the Public Participation Plan, as amended.
THAT staff is directed to take appropriate and legal actions to implement this Resolution.

DONE and APPROVED this 8th day of January, 2014.

APPROVED:

__________________________  
Chair

ATTEST:

__________________________  
VOTE:

Recording Secretary  

Chair:  
Vice-Chair:  
Councilor Pedroza:  
Councilor Sorg:  
Councilor:  
Commissioner Garrett:  
Commissioner Hancock:  
Commissioner Duarte-Benavidez  
Mayor Barraza:  
Trustee Bernal:  
Trustee Flores:  
Mr. Doolittle:  

APPROVED AS TO FORM:

__________________________  
City Attorney
January 8, 2014

MPO-

Frank Sharpless
Transit and Rail Division Director
New Mexico Department of Transportation
Transit and Rail Division
1350 Alta Vista St., SB-4
PO Box 1149, Santa Fe, NM 87505

Re: Letter of support for the New Mexico State Rail Plan

Dear Mr. Sharpless:

I am writing you as Chair of the Mesilla Valley Metropolitan Planning Organization (MPO) at the request of Policy Committee (PC). We would like to convey our support for the New Mexico State Rail Plan, and highlight on some of the impacts of the proposed New Mexico State Rail Plan in our region.

The Santa Teresa land port has been crucial for our region as being a system of regional, statewide, and national significance facilitating billions of dollars of trade. With the recent multi-million dollar expansion the revamped port is thought to increase international commerce and improve economies in southern New Mexico and Chihuahua. Also, recognizing that most of the rail freight moving in New Mexico is through freight originating and terminating outside the State, we cite a need for local rail freight service as a high priority. Often times businesses looking to relocate to sites with rail access generally look for sites that already have rail access or for which rail access can be provided at lower costs, a factor that favors locating in areas already well-served by local rail freight service such as Las Cruces.

We also would like to emphasize our interest in establishing north-south passenger rail service connecting Las Cruces and El Paso. A combined population of Doña Ana and El Paso counties being over million with employment centers at both ends, Las Cruces-El Paso corridor provides great potential for a commuter rail service to attract workers. As referenced in your Plan (from 2010 census), approximately fifteen thousand plus work trips are generated daily between these two counties.

We thank you for your effort in compiling the needs identified by the Plan in general, and investment programs pertaining to our region in particular. And hope that we convey the importance of these programs to our region and bestow our support on our priorities as aligned by the Plan.

Yours sincerely,

Chair of the Policy Committee
Mesilla Valley Metropolitan Planning Organization
MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE
ACTION FORM FOR THE MEETING OF January 8, 2014

AGENDA ITEM:
7.3 Resolution 14-03 A Resolution amending the FY13- FY14 UPWP

ACTION REQUESTED:
Review and action

SUPPORT INFORMATION:
Resolution 14-03
Exhibit “A”- amended UPWP

DISCUSSION:
Amendment 14-03 changes the Mesilla Valley MPO from the state fiscal year to the federal fiscal year in FY 14 and adjusts budget amounts to reflect FY 13 carryover and updated estimates.
A RESOLUTION AMENDING THE FY13 FY14 UNIFIED PLANNING WORK PROGRAM

The Mesilla Valley Metropolitan Planning Organization (MPO) Policy Committee is informed that:

WHEREAS, the Mesilla Valley MPO is responsible for the planning and financial reporting of all federal and/or state funded transportation related projects within the MPO’s Urbanized Area for the specified fiscal years; and

WHEREAS, preparation of a Unified Planning Work program is requirement of the Federal Highway Administration and the Federal Transit Administration; and

WHEREAS, the Unified Planning Work Program for FY2013 and FY2014 was approved on April 11, 2012; and

WHEREAS, the NMDOT has requested that MPOs in New Mexico adjust to the federal fiscal year which runs from October through September; and

WHEREAS, the Policy Committee has determined that it is in the best interest of the MPO for this resolution to be APPROVED.

NOW, THEREFORE, Be it resolved by the Policy Committee of the Mesilla Valley Metropolitan Planning Organization:

(I)

THAT the amended Mesilla Valley MPO’s Fiscal Year 2013 and Fiscal Year 2014 Unified Planning Work Program, as contained in Exhibit “A”, attached hereto and made part of this resolution, is hereby approved.
(II)

THAT staff is directed to take appropriate and legal actions to implement this Resolution.

DONE and APPROVED this 8th day of January, 2014.

APPROVED:

__________________________
Chair

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ATTEST:  

APPROVED AS TO FORM:

__________________________  
Recording Secretary  

__________________________  
City Attorney
Unified Planning Work Program

Fiscal Years 2013 and 2014

Amendment 1 Resolution 12-06
Amendment 2 Resolution 14-03 proposed
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MESILLA VALLEY MPO SELF-CERTIFICATION STATEMENT

In accordance with 23 CFR 450.334, the New Mexico Department of Transportation, and the Mesilla Valley Metropolitan Planning Organization for the Las Cruces urbanized area hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:


(2) Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794;

(3) Section 1101(b) of the Transportation Equity Act for the 21st Century (Pub. L. 105-178) regarding the involvement of Disadvantaged Business Enterprises in FHWA and FTA funded planning projects (Sec. 105(f), Pub. L. 97-424, 96 Stat. 2100; 49 CFR, Subtitle A, Part 26);


(5) The provision of 49 CFR Part 20 regarding restrictions on influencing certain activities; and

(6) Sections 174 and 176(c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506(c) and (d).

POLICY COMMITTEE

CHAIRPERSON Date

NMDOT Date
INTRODUCTION
The Mesilla Valley Metropolitan Planning Organization (MPO), is the transportation planning entity for the Urbanized Area of Las Cruces, New Mexico, and is required to meet the transportation planning mandates identified in Title 23 of the Code of Federal Regulations Part 450 (23 CFR Part 450). In order to accomplish this task, the MPO engages in a process of public review and comment resulting in a Metropolitan Transportation Plan (MTP). The current MTP for the MPO is known as Transport 2040. This bi-annual Unified Planning Work Program (UPWP) outlines, budgets, and guides planning projects and activities for the next two fiscal years to implement the MTP.

MPO COMPOSITION
The Mesilla Valley MPO is composed of the City of Las Cruces, Doña Ana County, and the Town of Mesilla. As a multi-jurisdictional entity, the MPO assists with coordinating growth management and land use planning issues of the Urbanized Area’s transportation system and proposed improvements. Traffic and transportation system problems often cross jurisdictional boundaries; therefore, the need exists for intergovernmental cooperation in the planning process. Also, the planning process should become integrated with existing individual government processes, and should have established policies and plans that insure proper coordination among these agencies.

The MPO is formed under a Joint Powers Agreement (JPA) between the City of Las Cruces, Town of Mesilla, and Doña Ana County. The JPA establishes a Policy Committee that govern the MPO. By-laws adopted by the Policy Committee outline the following four levels of organizational structure for the transportation planning process.

Policy Committee
The Policy Committee was established to meet the federal requirement that urbanized areas with a population of 50,000 or greater must have a transportation planning board to ensure that all regional transportation studies are performed in accordance with local governments’ desires and in conformance with federal and state laws, rules and regulations. The Policy Committee exists with representation consisting of three elected officials from each of the three participating local governments. To establish policies governing the urban transportation planning process, the primary duties of the Policy Committee include, but are not limited to:

1) Serve as a forum for cooperative decision making on transportation related matters;
2) Provide general policy guidance and direction to the MPO Staff, Technical Advisory Committee (TAC), and the Bicycle and Pedestrian Facilities Advisory Committee (BPAC);
3) Review and act upon actions as the Metropolitan Planning Organization;
4) Receive and act upon recommendations made by the MPO Staff, TAC, and BPAC;
5) Receive and consider public input; and
6) Determine jurisdictional boundaries of the planning area.

Technical Advisory Committee
A Technical Advisory Committee (TAC) serves in an advisory capacity to the Policy Committee. The TAC is composed of staff from the three member jurisdictions of the MPO plus staff from NMSU, BLM, EBID, Doña Ana County Flood Commission, Las Cruces Public Schools, South Central Regional Transit District, and NMDOT.

The main functions of the TAC include but, are not limited to:
1) Carry out the instructions of the Policy Committee;
2) Provide routine guidance and at least annually report on the adequacy of the urban transportation planning process;
3) Recommend revision of the intergovernmental agreement;
4) Review the Transportation Improvement Plan (TIP) and the UPWP and recommend appropriate revisions;
5) Review the Urban Area Boundary and make recommendations for revisions;
6) Review and recommend amendments/updates to the MPO Transportation Plan; and
7) Provide technical recommendations concerning the Major Thoroughfare Plan.

**Bicycle and Pedestrian Facilities Advisory Committee (BPAC)**
The Bicycle and Pedestrian Facilities Advisory Committee (BPAC) serves in an advisory capacity to the Policy Committee. The BPAC is comprised of citizen and staff representatives from the three MPO members plus staff from NMSU and NMDOT.

The main functions of the BPAC include, but are not limited to:
1) Carry out the instructions of the Policy Committee;
2) Provide routine guidance and annually report the status of existing, proposed, and future bicycle and pedestrian facilities;
3) Provide recommendations to the Policy Committee regarding amendments to the Bicycle Facilities System map;
4) Provide technical recommendations to the Policy Committee regarding proposed bicycle and pedestrian related projects;
5) Review and recommend amendments/updates to the MPO Transportation Plan regarding bicycle and pedestrian issues;
6) Review and recommend the TIP; and
7) Serve as an avenue for public input to the Policy Committee.

**MPO Administrator: City of Las Cruces**
The City of Las Cruces has been designated as the administrative agent of the MPO and is responsible for the operational functions of the agency, pursuant to requirements outlined within 23 CFR Part 450 Subpart C and 49 CFR Part 613 Subpart A. The MPO is responsible, together with NMDOT, for carrying out transportation planning in the Metropolitan Planning Area (MPA). Primary duties of the MPO include, but are not limited to:
1) Develop a long-range, financially constrained transportation plan (MTP) a minimum of every five years;
2) Develop and publish a UPWP which contains all urban transportation planning activities for each annual work period;
3) Develop and update at least bi-annually a Transportation Improvement Program (TIP) for the MPO area;
4) Program the administration of transportation planning and multi-modal planning funds, and contract administration for these and other funds as necessary;
5) Implement the long-range transportation plan by means of the policies adopted by the Policy Committee; and
6) Serve as an avenue for public input to the transportation planning process.

The MPO Officer is an employee of the City's Community Development Department and is vested with the responsibility of serving as principal staff person for the Policy, Technical Advisory, Citizen Advisory, and Bicycle and Pedestrian Facilities Advisory Committees. The MPO Officer also supervises the transportation planning process. Current Mesilla Valley MPO Staff includes: Tom Murphy, AICP CTP (MPO Officer), Andrew Wray (Transportation Planner), Chowdhury Siddiqui (Associate Planner) and Orlando Fierro (Planning Technician).

Planning Coordinator(s)
A Planning Coordinator(s) from the NMDOT has been assigned to work with the MPO and local governments. Primary duties of the Planning Coordinator include, but are not limited to:
1) Serve as a liaison with MPO committees and staff;
2) Provide technical assistance for the development and implementation of the TIP;
3) Monitor work progress of the MPO staff; and
4) Assist in program management through the maintenance of current records of expenditures, the reimbursement of funds, the relaying of information, and the channeling of direction from FHWA, FTA, and NMDOT.

Current NMDOT liaisons to the Mesilla Valley MPO are David Harris, AICP and Jolene Herrera

PURPOSE
The purpose of the Unified Planning Work Program is to outline intermodal transportation planning activities, within a financially constrained budget, to be conducted within the Mesilla Valley MPO Planning Area for the period of July 1, 2012 through September 30, 2014. June 30, 2014. Amendment 14-03 changes the Mesilla Valley MPO from the state fiscal year to the federal fiscal year in FY 14 and adjusts budget amounts to reflect FY 13 carryover and updated estimates.

FRAMEWORK
The Unified Planning Work Program presented on the following pages includes several sections as outlined below:

MPO Composition
This section provides a brief summary of the purpose and organization of the Mesilla Valley Metropolitan Planning Organization (MPO).
Program Support and Administration
This provides an outline of activities necessary for the administration, management, and operation of the MPO. This includes basic overhead, administrative costs, program support such as UPWP development, budget and financial management, annual and quarterly reports, general public participation, and public information.

General Development and Comprehensive Planning
This regional policy and system planning consists of collecting and maintaining data on the existing transportation system, and analyzing factors that affect the current and future transportation system (e.g., land use, housing, human services, environmental and natural resources, open space, public facilities and utilities, etc.).

Long Range Transportation Planning
Conduct long range project level planning identified in the 2010 MTP including traffic modeling, travel demand forecasting, appropriate database development and maintenance, system analysis and plan development. Conduct activities specifically emphasizing long range project level planning and analysis such as corridor and sub-area studies. These studies/plans address current transportation issues/problems within the MVMPO urban area. These are long range planning projects that encompass roads, public transportation, and non-motorized modes of transportation.

Short Range Transportation Planning
Short range transportation planning includes system or project planning and analysis proposed in the next three to five years and appropriate database development and maintenance.

Implementation
This outlines the development and monitoring of the implementation sections of each Transportation Plan Element. Included, is assisting local governments in preserving future rights-of-way, primarily through the land subdivision process.

Budget Summary
A budget providing estimated program costs for the MPO's activities and a summary of funding sources.
I. PROGRAM SUPPORT AND ADMINISTRATION (41.11.00)

OBJECTIVE
These activities are necessary for the administration, management, and operation of the MPO. This includes basic overhead, administrative costs, program support, budget and financial management, annual and quarterly reports, public participation and information, staff professional development and agency cooperation.

PROPOSED PROGRAMS
1.1 Policy Manual/Bylaws – This document contains the operating policy procedures of the MPO and addresses such items as describing the process by which the MPO Policy Committee revises the Metropolitan Transportation Plan and the composition of the advisory committees. These and other policy procedures that may come before the MPO Policy Committee will be contained in this manual and will be updated as needed.

Products/Actions:
Provide technical assistance to members for Joint Powers Agreement Revision (JPA)
Update bylaws as necessary resulting in changes in the JPA revision.

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Staff assigned: all
Estimated staff hours: 200

1.2 Unified Planning Work Program – The UPWP is the bi-annual work program for the MPO. The document outlines all planning and administrative activities that will be undertaken by the MPO during the upcoming federal fiscal year.

Products/Actions:
Update UPWP as necessary.

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1.3 Quarterly Reports – Reports on the activities of the Mesilla Valley MPO will be prepared quarterly and submitted to NMDOT.

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Staff assigned: all Estimated staff hours: 240

1.4 Committee meetings:

Policy Committee Meetings – Monthly meetings of the Policy Committee are held to review and take action on various transportation issues in the urban area. Special meetings may be held if necessary. One joint meeting with the El Paso MPO Policy Board will be scheduled.

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Staff assigned: all Estimated staff hours: 500

Technical Advisory Committee Meetings (TAC) – Monthly meetings of the TAC are held to make recommendations to the Policy Committee on transportation issues within the urban area.

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Staff assigned: all Estimated staff hours: 700

Bicycle and Pedestrian Facilities Advisory Committee (BPAC) – Meetings of the BPAC are held every other month to make recommendations to the Policy Committee on bicycle and pedestrian transportation issues within the urban area.

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Staff assigned: Andrew; Estimated staff hours: 360
1.5 Budget and Financial Management – A budget and appropriate financial reports and records will be prepared and maintained by the MPO Officer concurrent with the City of Las Cruces budget cycle including a mid-year adjustment as needed.

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Staff assigned: Tom
Estimated staff hours: 200

1.6 Miscellaneous Administration – A variety of miscellaneous tasks will be undertaken as needed and on a day-to-day basis to ensure continued operation of the MPO and coordination with other agencies. These include but are not limited to:

- MPO Annual Certification of the Planning Process (23 CFR 450.334 & CFR 613.100). MVMPO shall prepare a Policy Committee Resolution ensuring adherence to the planning process.
- Adherence to the Open Meetings Act
- Develop coordination meetings with CLC, DAC, TOM, NMDOT to discuss long-range planning issues and their effects on current and future projects
- Develop coordination meeting with EPMPO, SCCOG, SCRTD, NMDOT, TxDOT, and Juarez Planning Group to discuss long-range planning and intergovernmental cooperation issues;

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Staff assigned: all

1.7 State and Federal Coordination – HPMS Report – As part of the management systems, the Federal Highway Administration, under procedures outlined in 23 CFR 307 and 23 CFR 500.805, requires the MPO to collect data on all phases of road construction modernization, development, design, maintenance, safety, financing, and traffic conditions. Staff will continue as directed by the state to collect and transmit data pursuant to state and federal regulations. Staff will continue to promote coordination among the Mesilla Valley MPO, surrounding MPO's, the State and Federal transportation agencies.

Products/Actions:
Monthly coordination meetings with NMDOT District 1 and South Region Design Center
Participate in Health Kids Las Cruces with New Mexico Health Department
Participate in Bureau of Land Management (BLM)’s Tri-County Management Plan
Attend statewide MPO Quarterly meetings

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Staff assigned: all  Estimated staff hours: 100

1.8 **Staff and Professional Development** – Staff will participate in organizations and attend meetings designed to enhance technical/professional skills.

**Products/Actions:**

Make transportation planning webinar trainings available to staff of member agencies and other committee members

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Staff assigned: all  Estimated staff hours: 240

1.9 **Public Involvement** – The Mesilla Valley MPO will actively involve the public in all relevant projects, activities, and public meetings pursuant to the New Mexico Open Meetings Act, the MPO Public Participation Plan and MPO Bylaws, and applicable federal regulations. The MPO will coordinate with the El Paso MPO on issues common to both regions. The MPO will continue to publish its monthly e-newsletter, *Intersections*, and continue to expand the Mesilla Valley MPO web page in order to maximize public outreach.

**Products/Actions:**

Monthly production of e-newsletter
Project specific public involvement
Review and update the Public Participation Plan (Sept 12)
Issue press releases and advisories related to transportation in the region
Maintain the MPO website

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Staff assigned: all  Estimated staff hours: 100

Estimated costs for Program Support and Administration (41.11.00)

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II. GENERAL DEVELOPMENT AND COMPREHENSIVE PLANNING (41.12.00)

OBJECTIVE
This regional policy and system planning consists of collecting and maintaining data on the existing transportation system, and analyzing factors that affect the current and future transportation system (e.g., land use, housing, human services, environmental and natural resources, open space, public facilities and utilities, etc.).

PROPOSED PROGRAMS
2.1 Coverage Count Program – Staff will continually update the Congestion and Public Transportation Management System with traffic counts and information about the data collection process, thus increasing the availability of traffic data to the public and to other governmental agencies. The MPO will work with NMDOT to implement the state’s new TIMS data management program.

Products/Actions:
Complete first year of three year count cycle (Dec 2012)
Commence second year of three year count cycle (Jan 2013)
2012 Traffic Flow Map (May 2013)
Complete second year of count cycle (Dec 2013)
Commence third year of count cycle (Jan 2014)
2013 Traffic Flow Map (May 2014)
Develop and maintain a traffic count data base

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2.2 Population and Land Use Data Collection – Staff will update MPO databases and GIS layers as information becomes available. The City of Las Cruces Community Development Department may conduct land use inventories on a corridor or as-needed basis. MPO staff will participate in any such efforts and use the data obtained for future planning purposes. The Mesilla Valley MPO is an affiliate in the State Data Center/ Business and Industry Data Center (SDC/BIDC)

**Products/Actions:**
- Inventory of CLC and ETZ Master Plan documents
- Participate in agencies land use inventory to update TDM
- Review existing local plans for consistency with MTP
- Maintain regional population data for SDC/BIDC

Staff assigned: Orlando; co-ops   Estimated staff hours: 1600

2.3 GIS Data Development (CLC, DAC, TOM, NMSU, NMDOT) – Conversion of data to enable GIS analysis of pedestrian catchments and Pedestrian and Bicycle Level of Service.
Products/Actions:
Mobility Zone Analysis Dec 2012
Update Truck/ Hazardous Cargo map for region Aug 2013
Annually download crash data from UNM and convert to use in DAC

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Staff assigned: Andrew; Chowdhury
Estimated staff hours: 1000
Estimated Costs for General Development and Comprehensive Planning (41.12.00)

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III. LONG RANGE TRANSPORTATION PLANNING (41.13.01)

OBJECTIVE
Conduct long range project level planning identified in the 2010 MTP including traffic modeling, travel demand forecasting, appropriate database development and maintenance, system analysis and plan development. Conduct activities specifically emphasizing long range project level planning and analysis such as corridor and sub-area studies. These studies/plans address current transportation issues/problems within the MVMPO urban area. These are long range planning projects that encompass roads, public transportation, and non-motorized modes of transportation.

PROPOSED PROGRAMS
3.1 Travel Demand Forecasting – The MVMPO currently uses VISUM software for travel demand forecasting. The VISUM model was converted from the MVMPO's previous EMME/2 model with the cooperation of the NMDOT and El Paso MPO. The aim is to develop an integrated regional travel demand model. The model will be utilized for projections requested by member agencies and NMDOT to aid project development.

Products/Actions:
Continue to coordinate with El Paso MPO and NMDOT on the use of VISUM
Update VISUM network and land use assumptions with Census 2010 information
Training on VISSIM to present VISUM results at public and committee meetings

Participants: MVMPO, EPMPO, NMDOT, TXDOT, CLC, DAC, TOM

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Staff assigned: Tom; Chowdhury Estimated staff hours: 1300

3.2 Regional Transit District – MPO Staff will provide local assistance to MPO members that are also members of the SCRTD. Staff will attend SCRTD Board meetings and lend technical assistance as required.
**Products/Actions:**
Coordinate transit planning between the MPO area and the SCRTD

**Participants:** MVMPO, SCCOG, El Paso MPO, NMDOT, local governments

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Staff assigned: Tom; Chowdhury  Estimated staff hours: 100

3.3 **Functional Classification** – MPO staff will maintain and update, as needed, the functional classification to ensure consistency with the statewide functional classification listing.

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Staff assigned: Andrew; Chowdhury  Estimated staff hours: 50

3.4 **Transport 2040 implementation** – The Mesilla Valley MPO’s Metropolitan Transportation Plan (MTP) known as Transport 2040 is anticipated to be adopted by July ‘10. The MTP is a long range transportation plan that guides multi-modal transportation planning, construction, and maintenance of an integrated transportation network for the MPO planning area. FY 13-14 work will include:

**Products/Actions:**
Conduct GIS assessments on all Mobility Zones within
Work with member jurisdictions to develop Asset Management Plans
Work with member jurisdictions to evaluate Access Management standards (Sept 2012)
3.5 Metropolitan Transportation Plan (MTP) update - Begin preliminary steps for MTP update due by July 2015.

Products/Actions:
Data collection/ stakeholder contacts (Spring 2014)

3.6 General Consultant Fees – This item is developed as a placeholder for funding for consultant fees to assist with planning activities, which provides flexibility to the MPO to use a portion of the additional PL at a later time. General consultant fees could be used for the MTP update, the traffic count program, or planning studies. Planning studies under consideration and will be approved by the Policy Committee by specific Resolution include but are not limited to:

1) Development of Management Plans identified in Chapter 4 of the MTP (Transport 2040)
2) Planning phases of projects on the ranked TIP unfunded list
3) Sub-area plans as identified by the Policy Committee
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<tr>
<th>Task</th>
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<th>Staff hours</th>
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IV. SHORT RANGE TRANSPORTATION PLANNING (41.14.00)

OBJECTIVE
Short range transportation planning includes system or project planning and analysis proposed in the next three to five years. This also includes the appropriate database development and maintenance.

PROPOSED PROGRAMS

4.1 Intelligent Transportation System (ITS) Development – The Intelligent Transportation System is a collection of technologies that include advanced traffic monitoring, signal control, and vehicle guidance and control systems. The ITS Steering Committee, comprised of members from numerous City, County, State and Federal agencies will continue to meet to develop strategies and identify funding sources to allow ITS deployment in the Las cruces area. Development of a traffic operations center is a long-term goal. With the completion of the Statewide ITS Architecture completed in early 2007, the staff will work with NMDOT to complete a major update of the MPO’s Regional ITS Architecture. This update will bring the Architecture into SAFETEA-LU compliance while aligning it with the Statewide Architecture and inputting the entire Regional Architecture into a Turbo database.

Products/Actions:
Continued coordination through ITS Steering Committee
Development of implementation program to place ITS projects on the TIP
Evaluate signal spacing standards for ITS applications.

Participants: NMDOT, CLC, DAC, TOM, MVRDA

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Staff assigned: Andrew Estimated Staff hours: 100

4.2 Safety Conscious Planning

4.2.1 Safe Routes to School – MPO Staff will continue to coordinate the development of a regional Safe Routes to School (SR2S) program. An analysis of the methods and results will be presented to the MPO
committees and will be developed into goals, objectives and policies for the Transportation Plan. Staff will work with administrative staff from the Las Cruces Public Schools to develop a presentation for the School Board.

**Products/Actions:**
Implement district-wide action plan to address the 5 E’s of engineering, education, encouragement, enforcement, and evaluation through Phase II infrastructure applications.
Using the survey data and other resources, including route assessments of selected schools, to determine the SRTS needs district-wide and identify potential target schools for SRTS programs.
A SRTS educational program and encouragement activities that can be used by schools district-wide (with the understanding that schools with unsafe routes should not encourage students to walk or bike until said routes are made safe).
Coordination with local law enforcement agencies on enforcement strategies related to the SRTS program.
Develop strategies for implementation of district-wide action plan.

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Participants: MVMPO, CLC, DAC, LCPS, GISD, NMDOT
promote a district-wide SRTS educational and encouragement program

| Continue to work with the SRTS Steering Committee | X | X | X | X | X | X |
| Submit evaluation report                     | X |   |   |   |   |   |

Staff assigned: Orlando  Estimated Staff hours: 4000

4.2.2 Bicycle Safety Projects – Mobility Zone assessments will include measuring total bicycle facility miles, a connectivity index for bicycle facilities, and bicycle-involved crashes. These analyses may be used to apply for safety funding through the New Mexico Department of Transportation. MPO staff will continue assisting the City’s Bicycle Friendly Community Task Force.

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Staff assigned: Andrew  Estimated Staff hours: 400
4.2.3 Safety in Transit Planning – MPO staff will assist in working with RoadRUNNER Transit to address safety needs for both riders and drivers and in the creation of physical transit facilities. RoadRUNNER, in cooperation with NMDOT, has acquired a transit safety and security training course that has been given to supervisors and will be given to drivers this year.

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Staff assigned: Chowdhury Estimated Staff hours: 10

4.2.4 Pedestrian Safety Projects – Mobility Zone assessments will include measuring pedestrian catchment areas for schools, parks, and transit routes as well as pedestrian-involved crashes. MPO staff will develop a program for identifying needed pedestrian safety projects that could be added to the TIP.

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Staff assigned: Chowdhury Estimated Staff hours: 200

4.3 Transit Standards and Guidelines Document- MPO Staff will take the lead on developing this document that will implement principles outlined in both the Transit Strategic Plan and The Long Range Transit Plan. Items include:

- Develop criteria for ADA accessible bus stops (based on the Easter Seals report)
- Create an inventory of stops, ADA Status, amenities, etc
- Bus Stop addition/subtraction/spacing/location criteria
- Criteria for the revision, addition and subtraction of fixed routes
- Route Capacity and service thresholds
- Implementation of Long Range Transit Plan goals as the environment for implementation allows for
- Bus Rapid Transit service and design guidelines
- Transit facilities design guidelines
- Performance Measures

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Staff assigned: Chowdhury  Estimated Staff hours: 250

4.4 Roadrunner Transit Environmental Justice Plan- MPO Staff will develop an Environmental Justice Plan for RoadRUNNER Transit in accordance with Federal Transit Administration guidelines developed through FTA C 4703.1 or most recent instruction.

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</tr>
<tr>
<td>FY 14</td>
<td>Oct</td>
<td>Nov</td>
<td>Dec</td>
<td>Jan</td>
<td>Feb</td>
<td>Mar</td>
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<td>May</td>
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<tr>
<td>EJ Plan</td>
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Staff assigned: Chowdhury  Estimated Staff hours: 200

Estimated Costs Short Range Transportation Planning (41.14.00)

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<th>Description</th>
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<tr>
<td>4.3</td>
<td>Transit Standards and Guidelines Document</td>
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<td>4.4</td>
<td>Roadrunner Environmental Justice Plan</td>
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Subtotals

|          | 2628 | $39,724.19 | $26,482.79 | $21,320.00 | $18,655.00 | $61,066.95 | $61,066.95 |

Grand Total

|          | 5256 |           |           |           |           |           | $228,315.89 |
V. IMPLEMENTATION (41.15.00)

Objective:

This outlines the development and monitoring of the implementation sections of each Transportation Plan Element. Included, is assisting local governments in preserving future rights-of-way, primarily through the land subdivision process.

5.1 Local Assistance – The Mesilla Valley MPO will assist local governments (City of Las Cruces, Dona Ana County, and the Town of Mesilla) with transportation planning related issues.

5.1.1 Special traffic counts (as needed) – MPO staff will conduct traffic and classification counts as requested by the City, County and Town.

Staff assigned: Andrew; co-ops Estimated Staff hours: 150

5.1.2 Development Review Committee (DRC) – The MPO is a voting member of the City DRC. MPO staff provides a transportation perspective on subdivision matters and zone change requests.

Staff assigned: Tom; Chowdhury Estimated Staff hours: 100

5.1.3 Extra-Territorial Design Review Committee (EDRC) – The MPO is a voting member of the joint City-County EDRC. MPO staff provides a transportation perspective on subdivision matters within the extra-territorial zone.

Staff assigned: Tom, Andrew Estimated Staff hours: 150

5.1.4 El Camino Real Regional Plan for Sustainable Development - MPO Staff will provide technical assistance to Dona Ana County and the City of Las Cruces.

Staff assigned: Tom Estimated Staff hours: 250

5.1.5 Plan review (local governments) – MPO staff reviews subdivision and zoning proposals submitted within the City and the County for compliance with the Transportation Plan. Staff also reviews road construction plans to ensure conformity with the Transportation Plan.

Staff assigned: Chowdhury; Andrew Estimated Staff hours: 400

<table>
<thead>
<tr>
<th>FY 13</th>
<th>Jul</th>
<th>Aug</th>
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<td>X</td>
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</table>
5.2 Transit Assistance – The Mesilla Valley MPO receives $5303 funding in order to conduct transit planning within the MPO area. This section outlines activities that support this function in addition to larger specific programs identified in III and IV.

Products/Actions:
- Transit Advisory Board (quarterly)
- Assist with updating Transit Strategic Plan
- Develop Environmental Justice Plan
- RFI for ADA improvements to bus stops
- Work with NMSU to develop Unlimited Access Program
- Implement Google Transit as trip planning tool

<table>
<thead>
<tr>
<th>FY 13</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
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<td>Google Transit</td>
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<table>
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<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
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</thead>
<tbody>
<tr>
<td>NMSU Unlimited access program</td>
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Staff assigned: Chowdhury  Estimated Staff hours: 1250

5.3 Transportation Improvement Program (TIP) – MPO staff will continue to keep the TIP up-to-date. Project requests and input will be taken and amended into the TIP through action by the Policy Committee.

Participants: MVMPO; NMDOT; CLC; TOM; DAC

<table>
<thead>
<tr>
<th>FY 13</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
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<th>Apr</th>
<th>May</th>
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### Estimated Costs for Implementation (41.15.00)

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<th>Estimated cost</th>
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<td>PL 112 (FY 13)</td>
<td>PL 112 (FY 14)</td>
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<td>Development Review Committee (DRC)</td>
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<td>Extra-territorial DRC</td>
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<td></td>
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<td><strong>Grand Total</strong></td>
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## Fiscal Year 2013 July 1, 2012 through June 30, 2013

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<th>Program Support and Administration</th>
<th>General Development and Comprehensive Planning</th>
<th>Long Range Transportation Planning</th>
<th>Short Range Transportation Planning</th>
<th>Implementation</th>
<th>Subtotal</th>
<th>Grant totals</th>
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<tbody>
<tr>
<td>FUNDING SOURCE</td>
<td>41.11.00</td>
<td>41.12.00</td>
<td>41.13.00</td>
<td>41.14.00</td>
<td>41.15.00</td>
<td>Subtotal</td>
<td>Grant totals</td>
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<td>MATCH(15%)</td>
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<td>CLC overmatch</td>
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<td>MESILLA</td>
<td>FTA GRANT</td>
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<tr>
<td>(PERCENT OF 5303)</td>
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<td>30.00%</td>
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<td>10.00%</td>
<td>100.00%</td>
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<tr>
<td>(Percent of SRTS)</td>
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<td>95.00%</td>
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<td>PERCENT TOTAL</td>
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<td>8.32%</td>
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### Fiscal Year 2014 October 1, 2013 through September 30, 2014

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<th>Implementation</th>
<th>Subtotal</th>
<th>Grant totals</th>
<th>Program totals</th>
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<tr>
<td>FUNDING SOURCE</td>
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<td>41.12.00</td>
<td>41.13.00</td>
<td>41.14.00</td>
<td>41.15.00</td>
<td>Subtotal</td>
<td>Grant totals</td>
<td>Program totals</td>
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<td>$78,130.95</td>
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<tr>
<td>NMDOT (SRTS) MATCH(20%)</td>
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<td>$0.00</td>
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<td>$0.00</td>
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<td>(PERCENT OF 5303)</td>
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<tr>
<td>(Percent of SRTS)</td>
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<td>95.00%</td>
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</tbody>
</table>
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Marron and Associates, Inc.
Attention: Hilary Brinegar
MSC 3ARP, PO Box 30001
Las Cruces, NM 88003-8001

RE: West Mesa Corridor Study

Dear Ms. Brinegar,

Thank you for considering the input of the Mesilla Valley Metropolitan Planning Organization in the West Mesa Corridor Study process. We have a number of issues that we would like to comment on prior to finalization of the Phase A report.

Inclusion of all alternatives in the study. We feel that a direct connection between Santa Teresa and NM 404 should be considered as a stand-alone or phased project within the Phase A study. NM 404 provides a direct connection to I-10 and could capitalize on recent NMDOT expansion and improvements of I-10 from the Texas border to the I-10/I-25 Interchange. Since a primary purpose of the West Mesa Road is to connect Santa Teresa with the Las Cruces airport and industrial park, we believe that a spur from the I-10/NM 404 interchange to Santa Teresa may be the most cost effective way to accomplish that objective. Additionally, this alignment could provide new development opportunities in New Mexico supportive of international trade in a location that is easily accessed by an existing work force. Expanding economic activity and jobs is a key goal of “Vision 2040”, the most current regional planning document as adopted by both Dona Ana County and the City of Las Cruces.

Finally, we would note that the El Paso MPO has proposed development of a Northeast Parkway that would by-pass that city’s congested core. The northern end of the Parkway connects to I-10 at the NM 404 intersection and could be continued on to Santa Teresa. Since this is a relatively new but significant possibility, we would like to see a Santa Teresa / NM 404 limited-access highway modeled as a stand-alone option with connections to I-10, I-25, and the El Paso Northeast Parkway.

Greater Integration with Rail. The relocation of the UP rail yard to Santa Teresa is one of the primary drivers of this study. The concurrent development of the NM State Rail Plan gives an opportunity to also support BNSF operations. Development
of the Santa Teresa/NM 404 spur as a multi-modal corridor could expand north-south rail access and facilitate use of the proposed railroad port of entry.

**Sunland Park Port of Entry.** The additional traffic that would be generated through this port could affect the volume and directional flows of non-commercial traffic in the area. These factors also need to be studied to see if a more easterly connection to I-10 would provide a greater advantage.

Overall, we support the study of this issue. The recent developments in the border area provide New Mexico with an opportunity to coordinate transportation improvements that benefit the state as a whole. We need to make sure that the most advantageous options are advanced for further study. We look forward to updates in the West Mesa Corridor process and appreciate the opportunity to contribute.

Sincerely,

Tom Murphy, AICP CTP
MPO Officer