MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE
AMENDED AGENDA

The following is the Agenda for a meeting of the Policy Committee of the Mesilla Valley Metropolitan Planning Organization (MPO) to be held April 9, 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. CONFLICT OF INTEREST INQUIRY .................................. Chair
3. PUBLIC COMMENT .......................................................... Chair
4. CONSENT AGENDA* ....................................................... Chair
5. * APPROVAL OF MINUTES ................................................ Chair
   5.1. *February 12, 2014 ....................................................... Chair
6. ACTION ITEMS ............................................................... 
   6.1. *Resolution 14-04: A Resolution Adopting updated MPO Bylaws MPO Staff
   6.2. Resolution 14-05: A Resolution recommending local governments appoint staff to coordinate bicycle and pedestrian issues MPO Staff
   6.3. Resolution 14-06: A Resolution Amending the 2014-2019 TIP MPO Staff
7. DISCUSSION ITEMS ......................................................... 
   7.1. Committee briefing (Interagency Coordination) MPO Staff
   7.2. El Paso MPO Draft Agreement MPO Staff
   7.3. NMDOT updates NMDOT Staff
   7.4. Advisory Committee Updates MPO Staff
8. COMMITTEE and STAFF COMMENTS .................................. Chair
9. PUBLIC COMMENT .......................................................... Chair
10. ADJOURNMENT ............................................................... Chair

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MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE (PC) MEETING

Following are the minutes from the Mesilla Valley MPO Policy Committee (PC) meeting held on Wednesday, February 12, 2014 at 1:00 p.m. at the Dona Ana County Commission Chambers, 845 N. Motel Blvd.

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)
                  Commissioner Leticia Benavidez (DAC)
                  Commissioner Wayne Hancock (DAC)
                  Trustee Sam Bernal (Town of Mesilla)
                  Trent Doolittle (NMDOT)
                  Councillor Nathan Small (CLC)

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

OTHERS PRESENT:   Jolene Herrera (NMDOT)
                  Harold Love (NMDOT)

1. CALL TO ORDER

Commissioner Garrett called the meeting to order at 1:02 p.m.

2. CONFLICT OF INTEREST INQUIRY – No conflicts of interest

3. PUBLIC COMMENT – No public comment

4. CONSENT AGENDA*

Trustee Flores motioned to approve the consent agenda.
Commissioner Hancock seconds the motion.
Motion passes, vote 10 – 0.

Murphy:  Councillor Sorg
Sorg: Yes
Murphy: Mr. Doolittle
Doolittle: Yes

Murphy: Commissioner Benavidez

Benavidez: Yes

Murphy: Trustee Bernal

Bernal: Yes

Murphy: Trustee Flores

Flores: Yes

Murphy: Commissioner Hancock

Hancock: Yes

Murphy: Councillor Pedroza

Pedroza: Yes

Murphy: Councillor Small

Small: Abstain

Murphy: Commissioner Garrett

Garrett: Yes

Motion passes, vote 8 – 0 (1 abstention, 1 absent)

5. *APPROVAL OF MINUTES

5.1 *January 8, 2014 – minutes approved under the Consent Agenda vote.

6. ACTION ITEMS – No action items

7. DISCUSSION ITEMS

7.1 MPO Bylaws

The new Joint Powers Agreement (JPA) which took effect July 1, 2013 necessitates revisions to the MPO bylaws.

Tom Murphy gave a presentation.
Flores: Just looking at page 7 I noticed you didn’t have or by Skype but I’m assuming that you consider telephonic, Skype within the telephonic sphere because later on you also say ‘in accordance with the New Mexico Open Meetings Act’ because and I’m just thinking about when Trustee Bernal is in…………we use Skype so maybe perhaps we can just say…..

Murphy: Telephonic or electronic.

Flores: Any means within the, in accordance with the New Mexico Open Meetings Act and any other means besides being present and then I noticed that you’ve limited it to only one person would be allowed to do that and I was thinking about the situation when Councillor Thomas and Gil Sorg were attending a conference for us, representing us in Albuquerque and then; therefore, they were not able to help and be a part of the quorum and I think it would be better to say that if we allow it, basically majority allows it the other means would be acceptable. I mean that’s my preference.

Garrett: Alright, so the suggestion is and this is under voting procedures that the telephonic vote that we entertain different language that would simply be whatever is allowed under the Open Meetings Act and second, are you suggesting that we would allow one or more but it would be at a given meeting that we would make that determination.

Flores: No but at the meeting that are preset could agree by a majority vote to have however many so that way not limited to one person because what if two people to respond telephonically are you going to choose between two jurisdictions or two different committee members that doesn’t sound….

Murphy: I know no limitations that would do, I think this is a remnant from when it was technologically harder so I think in that manner if the Committee agrees we just strike that last sentence and there is technically no limit on there but it still would be up to the majority of those who are present at the meeting to decide so it would leave up to the latitude of future policy committees what they would like to allow.

Garrett: Just so everybody is clear, what we’re talking about is striking the last sentence and under F. 3, it’s the middle paragraph, is that amenable to everyone at least in terms of the preparation of the draft.

Sorg: I don’t mind, that sounds good.

Garrett: Okay, alright and also the change in language relative to simply allowing for remote participation that is consistent with the Open Meetings Act, any objection to that, okay, yes Trustee Flores.
Flores: I can see possibly the reason why this was here before is because you want to encourage people to be present for the meetings instead of kind out, away in the office and I don’t mind language being included saying that the preference is that Committee members attend personally.

Garrett: So we would put in a sentence then that simply says that participation in person is preferred.

Flores: Right.

Hancock: Mr. Chair, I believe the Open Meetings Act does say that already so just being consistent with the Open Meetings Act I think will solve the purpose.

Garrett: Alright, is everybody okay with that. Okay so that addresses that particular question, other things that were raised, yes, Mr. Doolittle.

Doolittle: Chairman, I have two comments. On page 8, paragraph B, executive sub-committee currently only lists three members and the way it is written DOT is not represented on that executive committee so I would ask that we could change that language to include a fourth member which would be a representative from the department.

Garrett: So we would then have an executive sub-committee of four, is that correct, yes, just making sure. Any thoughts by other members of the Committee. Alright so that would be inserted and you had another one.

Doolittle: Yes, Chairman, on page 9, the Technical Advisory Committee, Jolene informed me earlier that the South Central RTD is represented on the TAC and they are not on that list so I ask that we modify that list to include them as well.

Garrett: Any objections, very good, thank you. Anything else, Mr. Doolittle.

Doolittle: No, thank you.

Garrett: Any other issues, items, omissions............

Mayor Barraza joins the meeting.

Hancock: Under the section, under the meetings section both in Policy Committee and Technical, under the meetings section for Policy it’s page 7 and under Technical it’s on page 11, I think it is and then page 14, everywhere it says yea’s and nay’s could we make that yes or no? That would be consistent with what we’ve been doing.
Garrett: Are we all comfortable with this yes or no, anything else, anyone else have anything else to bring up on this. Is that all you need.

Murphy: Yes.

Garrett: Very good so what is our, you will be updating this based on the feedback today.

Murphy: That’s correct and then we’ll bring it back as an action item April 9th.

7.2 Committee Training

Tom Murphy gave a presentation on the performance measures that were enacted as part of MAP21.

Sorg: I just have a simple question. What does the acronym LRTP stand for?

Murphy: LRTP stands for Long Range Transportation Plan.

Sorg: Okay.

Murphy: It's interchangeable with Metropolitan Transportation Plan.

Pedroza: It isn’t just the acronym, some of the terms I think it would really help us if they could be defined such as transit state of repair and others that I’m sure are very clear to you but they are not quite as clear to some of the rest of us.

Murphy: That’s a good question and actually I think transit state of repair isn’t exactly clear to me yet and it’s one of the things that when the USDOT comes out with them we’ll all learn more but I wanted to get the acronyms out here so that they are familiar words to you when they do come out.

Pedroza: Thank you very much, Ms. Jaime Rickman did a long list of the most common acronyms that the City uses and that could form the basis to start if we want to do something that this Body would be able to use.

Hancock: Thank you Mr. Chair, one of the things that is of concern to me and I think it falls within the boundary under safety would be hazardous materials moving through our area and how those things are measured and our prohibition of those things coming through our individual municipalities both the city’s and the various municipalities. I think that would be an important thing for us to be able to respond appropriately with the right kind of equipment and the right personnel so I think that’s an extremely important point that we should include in this, thank you Mr. Chair.
Garrett: Just a couple things, one is that I’m interested in the timing of this work relative to work on the Comp Plan for the Viva Dona Ana. Viva Dona Ana Comp Plan should be finished prior to both the MTP update and getting into measures but it would seem to that being able to have as much input into the Viva Dona Ana Comp Plan so that we get an alignment between what’s going to come out of that and then what comes out of Transport 2040 and then how that influences our targets, this actually gives us some substance of tying those things together, is that true?

Murphy: I think within the effort for Viva Dona Ana once we hear the performance measures coming out USDOT I think that we can start, we know where that conversation is going to go and then we start aligning that way. I think there is going to be some consistency with our effort at Viva Dona Ana and with what’s coming out of the performance measures, after all, the DOT is one of the federal partners on the livability initiative so their organization is involved with that too so I don’t think there is going to be too much dissimilarity and once we hear from them in March we can start lining up on the runway and making sure that we are as close as possible but I think it will be very important that we probably discuss this at the Viva Dona Ana once the performance measures are released so that all of the partners within that can be aware of what’s coming out USDOT.

Garrett: Good, okay, it seems to me that one of the sort of central issues with both the Comp Plan and Transport 2040 is where we make decisions to differ from existing scenario’s and the degree to which we decide to do that because we have a structure that is already in place so it’s going to be alright. Are there any significant variations we need to make based on new information, new desired development patterns and so forth and in that sense the Comp Plan could really influence a few important changes in Transport 2040 and we would want to pay attention to that so okay that sounds good. Any last comments or thoughts at this point, could you tell us is this available online, this presentation?

Murphy: No but I can email it out.

Garrett: I think that would be helpful because there are categories, lots of words and I think for everybody to have a copy at their discretion would be helpful.

Murphy: I think we can also put it online that could be done by the end of the day.

Garrett: Any last comments or questions relative to 7.2; I’m going to make just one editorial suggestion. In the future could we have committee briefing and then a colon and then the topic.

Murphy: Okay.
7.3 NMDOT Updates

Trent Doolittle presented NMDOT updates

- I-10/Avenida de Mesilla project – scheduled completion for the contract is June 2014
- US 70 paving project – scheduled completion date March 2014
- NASA to Aguirre Springs – paving and pavement preservation
- US 70 – North Main from Spruce/Picacho intersection north to Three Crosses – late spring startup
- Last phase of US 70 corridor safety improvements from I-25 to Rinconada – concrete wall barrier project – 45 to 60 days before construction starts
- Additional cable barrier work started earlier this month – should be finished late spring/early summer
- Vado/Mesquite Interchange project – preconstruction conference today – elected to pursue 30 day ramp up period – should start construction early in March – 300 calendar day project – estimated completion date sometime close to Christmas 2014
- Alamosa Canyon Project north of T or C – notice to proceed February 5th – initial work to start March 2014

Barraza: I just have a comment, on highway 28 I think there was an article in the paper today regarding how it is affecting some of the businesses but I think DOT and the contractors have done an excellent job on keeping the Town of Mesilla posted almost on a daily basis on the events that are going there and we are sharing that on our web page just to let anyone know that comes onto our web page or if they want to see an update that Bridget Spedalieri shares with also that we also post, so I feel the project is going really fast and we just appreciate all the work that DOT has done out there and also keeping us posted and I think based on what the businesses are saying is they just want to see more signage I guess on the interstate diverting them as to how else they can come into the community or the businesses on the City of Las Cruces’ side so they can bring those customers in.

Small: Thank you very much Mr. Chair and thank you for the update. Briefly, what are the enhanced transportation like shared use facilities or bike lanes that are included on the Spruce project or did I miss here?

Doolittle: Mr. Chair, Councillor Small, I think you’re referring to the, it’s basically starting just north of Spruce and Picacho headed north on North Main, on Main Street correct, honestly I haven’t looked at the plans recently. Harold or Jolene do you have any comments that you want to share with us on the pedestrian and bicycle access?
Love: From what I remembered the last time I looked at the plans there should be four foot bike lanes and five foot shoulders or five foot sidewalks as part of the construction.

Small: Great, thank you very much.

Garrett: Can I just ask a follow up on that if it’s something other than that when you have a chance to look at the plans get back to the Committee those in particular who are interested, thank you.

Sorg: Thank you Mr. Chairman, as long as we’re handing out a compliment, I want to compliment the project at Interstate 10 and Avenida de Mesilla. The contractors seem to be holding down the dirt and dust from blow there quite well. The limited times I have been through there I noticed they water it well and I don’t see much dust flying. The other thing is that it was commented at one point, I forget when, on the North Main Street project that besides the bicycle and sidewalks to have bus turnouts for the transit RoadRUNNER and I just want to make a comment that that can be in future projects not only for the highways but also for the City streets that we have transit routes it be considered as being part of the project to have turnouts where the buses can park to load and unload, thank you Mr. Chairman.

Doolittle: Mr. Chair, Councillor Sorg, we did coordinate with the transit. I believe we have one pullout south bound so we did coordinate to have actual pullouts built for them as part of this project; just one south bound was all that was asked for from Transit.

Sorg: I know it’s hard to do it in already developed area, I understand that but I just wanted to keep aware of those things, thank you very much for the one.

Garrett: Anything else on my right here, on my left thank you very much.

7.4 Advisory Committee Updates

Murphy: I have one update coming out of the Bicycle and Pedestrian Advisory Committee. They made recommendation for the Policy Committee to consider a resolution that will be sent the City, the County, and the Town concerning appointing a bicycle coordinator within each entity and I believe Ms. Herrera, who sits on that Committee, was going to address the Committee in place of the Chair.

Herrera: Thank you Tom. Jolene Herrera, NMDOT, and as he mentioned I also sit on the BPAC, so I think the important point that the BPAC was trying to make is that it’s really hard especially for people traveling from out-of-town
to know who to contact about how to get around on bicycles within the communities and beyond that to have somebody for internal staff to go to as well to say what are the priorities, we’re doing this project, can you tell me what we need to be kind of doing so just more coordination on that and they wanted to make it clear that they want this person to be in each one of the jurisdictions so it wouldn’t just be one person. It would be someone within the City would do that, someone within the County would do that and then someone in the Town of Mesilla would take on that roll and I wanted to make it clear because it did come at one point that the MPO staff that’s not something that their federal allows them to do. They can’t specifically work for each one of the entities so their goals are more regional. They can do things like the Bicycle Master Plan that’s in the Long Range Plan that takes more of a regional look at things so I know it’s kind of easy to say well why don’t we have the MPO staff do that but that’s really not an appropriate use of their time so I just want to make that point really clear and if there are any questions..

Garrett: Can I just as a point of clarification, is the draft of the resolution that would be for us to consider at the next meeting?

Herrera: Yes Mr. Chair it is.

Garrett: So everyone should have a copy of that, if you don’t have a copy, okay, very good. Questions or comments regarding this proposal.

Pedroza: Just so that I understand, is it like from what you started, the way you started it sounded like having an information source available for people who come into our area. I would always have thought although I cannot assure you of this that the Convention and Visitors Bureau in the City of Las Cruces would have that information and would be ready to give it out to whoever and it would not have to fall upon the shoulders of the MPO but I’ll check into that and see if that is a source of information and if not I would suggest, I’ll try to suggest that it become one at least for that entity.

Herrera: Mr. Chair, Councillor, I think that they probably do a really good job at providing information. This would be more specifically bicycle routes within the City or within the County so if somebody say from Adventure Cycling or somebody that was just touring through the area maybe the Visitors Bureau couldn’t tell them oh well maybe you should take Spruce and the go down Hadley and that’s kind of what we’re looking for……

Pedroza: And if there, I’m sorry I didn’t mean to interrupt.

Herrera: Well, I was going to say also that I think it’s really important to have a point of contact for the local governments within themselves as well so that you as a City Councillor can go to one person and say what are we doing with
bike lanes in the City or any of the Commissioners can go to their point of contact within the County or the Trustees in Mesilla, so there is someone within your internal staff that has that knowledge.

Pedroza: Okay, now you’re getting into an area where I’m pretty sure there isn’t any.

Herrera: Right and that is kind of what, I mean that’s, the BPAC has been talking about this for a number of meetings and it finally just came out that maybe we should try having a resolution adopted by each of the jurisdictions and kind of see how that works, kind of get the feedback from you all and see if that’s something that you would be willing to take back to your boards and push.

Pedroza: It sounds like something very, very useful but it’ll have to be up to the entire body, thank you.

Small: Thank you very much Mr. Chair. At first blush it looks like a great resolution. What also peaks my interest is the Safe Routes to School and their interest because of some of the changes there in having kind of explicit representation and coordination with the various entities and so it would be interesting to see if that can be worked into this resolution because there is also very strong interest I think to make sure that that very successful partnership continues to move forward under a different funding environment and so just something to see how it fits in and another kind of check in the let’s do this box, thank you very much.

Flores: Well, now I forgot what I was going to say but I was thinking along the lines of the corridor plan and one of the catalytic projects that we were looking at (inaudible) considered with cycling and I wonder if this could be included in those ideas.

Garrett: Eventually something to be followed up on.

Hancock: I just goggled the subject or I did a browse, anyway, mapmyride.com/US/LasCrucesNM has tons and tons of maps and information and routes and it’s just incredible. When I was on the Parks and Recreation Board with the City I remember there was a lot of information in maps that were already in place for the entire County. I think the information is there. I’m not sure how that information is updated but I believe we do have some sources, just an FYI.

Garrett: Anything else, alright, one last thought I guess I have and that is that it might be useful to have just a one page briefing sheet that identifies the kinds of things in a little more detail, that might go into a position description so that the three entities would know this is specifically what we’re being asked to do and then it can be scaled up or down depending
on the jurisdiction but that way it’s less ambiguous what it is being asked for and ties directly into the request from BPAC.

Herrera: That’s a great suggestion. I will definitely take that back Mr. Chair. Can I also just add a comment as well, it kind of goes along with that, some of the discussion that came up at the BPAC and some of the things that we talked about regarding this resolution. We kind of felt like it wouldn’t necessarily have to be its own specific position within each of the entities, it would mainly just be one person to contact and if they didn’t know the answer at within the entity they would know who to ask so that I think was kind of some of the discussion behind it, that you wouldn’t necessarily have to go hire someone but maybe if you had a person who is already kind of doing that they could fall into that roll.

Garrett: That’s exactly the reason I asked for this because it’s not so much that it’s a full position description, it’s that it’s ancillary duty but if you don’t define what the duties are you don’t know what is being expected and so it sounds as though it doesn’t even have to be a technical person particularly it’s just somebody who would keep track of that kind of information and might even ride a bicycle so not necessarily required, okay, anything else, very good thank you, are there any other Committee updates.

8. COMMITTEE AND STAFF COMMENTS

Murphy: MPO staff has been working on getting RoadRUNNER onto Goggle Transit, speaking of Goggle, and Chowdhury was going to kind of run through of what we look like on there and I think he has us online and ready for a demonstration so I’ll turn the microphone over to him.

Chowdhury Siddiqui gave a presentation.

Sorg: This is awesome. I want to know how soon can we start using it and how can we publicize this all over the City and County?

Siddiqui: As I say we moved into actually in the past five, six months we have made several updates because we are finding problems. Now we’re satisfied, we can always fine tune and we can have a scheduled fine tuning in the system so we move into this step, I’m thinking if the quality assurance test is okay, it usually takes a week to get their feedback and then another week to have the final engineering review from Goggle and then at that point they are going to ask us when we are going to make it live so at this point we can make it live as soon as three weeks maybe if there are no problems.
Sorg: Okay, immediately some things come to mind, for one thing have our County and City and I don’t know if Mesilla has one too, our public information office publicizes big time and the other thing, is there an app for that?

Siddiqui: Yes there is an app for that. Android phones they have, you know android phones (inaudible) not the phone but the android system itself. Each android smart phone comes with an app called maps basically the same map using the same goggle algorithm and that automatically allows you to do the same search option so this is something android phones have. IPhones, they also have maps app available and then their other commercial and then (inaudible)…..I’ve seen communities have done it for themselves basically with more information, for example, with more bike information for example. The standard one does not have bike information in particular but the communities have created that. We don’t have that, we don’t have that interest right now but definitely there are apps available out there with different options available for the public.

Sorg: In other words an app that would take you directly to this bus system and these ways of finding out when the bus comes and where it’s going and so forth.

Siddiqui: Yes, this option is available in…….it’s a free app so any android phone, android smart phone comes with this app automatically……

Sorg: But not Apple?

Siddiqui: IPhone users have to download it but that’s a free app and once you have this app all these options that you can see here are default.

Sorg: Okay, I’ll see you after the meeting, thank you.

Hancock: Mr. Chair, fascinating, we need to work with South Central Regional Transportation on this also because we’ve got rolling out March 1 the pilot program and it would be a great advantage for a new program to be able to have this kind of thing so we’ll need to work with Jack, Jack Valencia, in order to add in those 32 stops going south and 4 stops going east and that’s really exciting. I can see we could create a little to do this, thank you, appreciate it very much, good work.

Small: Thank you very much Mr. Chair and very exciting. What’s the ceiling for this? Can it be so these are the routes and the time that it takes as signified in the system but is there a way to advance and track buses kind of real time and see what and the reason that I ask that is I know it’s been discussed or at least I believe it’s been discussed by the City for some sort of system like that but as I recall had a fairly hefty price tag which is
acceptable but this might be if there are ways to expand into that realm in a more open source and less costly way it would be very interesting.

Siddiqui: Mr. Chair, Councillor, I believe the current algorithm they have they provide live information because I have seen live information available and accurate, yes, accurate up to the minute level but I’m not sure how that had been done. Now the platform itself is free of charge so I’m not sure if there is a money (inaudible) component into it, that’s one thing. The other thing is that RoadRUNNER is working with a consultant right now who is going to put real time information like an ITS component into the bus itself and MPO had been supporting the data to the consultant so in my understanding once it is done the users will be able to know, if not in the smart phone but at least in the transit centers, they will be able to know where the buses are in real time. Now once we have that in place that infrastructure in the buses, as I said there are some ways that you can coordinate and take that information and have it relate to the web and if that’s possible again that can record and of course the feed file, the raw data set that I have been working on has different fields and of course, we did not complete all the fields. We just did the foundations and started roll but definitely I can look into it and actually that happened in my (inaudible) as well but it’s a typical thing once we have the real time info you want to make it public so that they have more accurate information. So looking at the project that RoadRUNNER Transit is working on and getting the feedback data from that I believe we can look at that in the future, definitely.

Small: Thank you very much.

Sorg: If I could piggy back on that, as a member of the RoadRUNNER Transit Advisory Committee, we have had discussed this a couple of times in the last few meetings and yeah the administrator for Transit in the City is well aware of this and they are looking into it and they want to do it and it’s just a matter of money.

Benavidez: Mr. Chair, yes thank you. I guess I’m a little concerned regarding if somebody doesn’t have a computer or an IPhone how do you reach people who use the transit who don’t have computers or IPhones, how do you communicate with those people?

Siddiqui: Well as you can the Goggle itself is internet-based so the system runs places where there have access to internet so even if a person has a computer but does not have internet at their place they are not going to be able use it. If they don’t have a smart phone, definitely and then if they have smart and they don’t have data internet they are not going to be able to use it so you have to have that component and then you have to have that web access. For such cases, off the top of my head I’m thinking
places like library where they have access to the internet and, of course, once this project comes in, finishes up with the RoadRUNNER project with the real time information you would also be able to see the location of buses in transit, big screen, stuff like that.

Benavidez: Do you think about maybe providing some kind of literature where I mean they cannot see things that are happening at the moment but to list different routes for different people to take from one destination to the other, would you be able to do that and then pick it up at different stations around the City, I mean that’s just an idea for example.

Siddiqui: Yes, we currently we three transfer points right and then we have about 12 or 18, can’t remember the exact number, stops which where you can make only two transfers between buses so we have the transfer points and then we have these 15 different ones. The rest is you cannot make any transfers so pretty you have to take it to one particular route. Now yeah we can definitely provide that information the places where you can make a transfer between different routes with the names of the bus stops. We can have a hard copy for example and have it placed in……yeah that’s possible.

Murphy: Chowdhury, Commissioner Benavidez, if I may, this application will also be available to the transit staff that’s on the customer service lines so they can currently help with route scheduling, route planning now if you don’t have access to the computer or internet you can call the RoadRUNNER number and speak with a customer service person and they will have this available, so you them your address, give them where you want to go, give them the time you want to and they will be able to do that on the phone much easier than they have been doing in the past.

Sorg: If I may add to all that, that’s great. The old fashioned way is the brochure. The City has tons of! brochures that I don’t know how they can out to enough people that has the complete time schedule and routes and everything that RoadRUNNER does and we should make it available. I’ll give you, I’ve got a stack this big myself but another thing that we discussed in the Committee very briefly one time was in those places that shelters have a posting on the wall that shows that bus route and times for that particular bus, that is something we thought about too but there again it’s still in the thinking stage.

Garrett: Anything else on this particular topic, thank you much for the briefing, very good, any other staff presentations.

Hancock: Thank you Mr. Chair, I want to thank Trent Doolittle and the NMDOT for their help recently in ascertaining some of the information about the Upham Interchange and the Rincon Interchange and I was referred to a
fellow in, can't remember his name, Frank something in Santa Fe who
gave me lots of great information about rail service and what we’re doing
currently and what we’re doing in the future and some of the costs and it
was really, really informative information and thank you so much, I
appreciate it.

9. PUBLIC COMMENT

Herrera: I’m not sure if I count as public but I want to make a comment anyway. I
think you all will be interested to know that yesterday I received a call our
CIP coordinator in Santa Fe to program some funding that Central Federal
Lands has awarded to I believe it’s to the City of Las Cruces to pave
Dripping Springs Road. I’m still waiting for some details but you’ll
probably be seeing a TIP amendment to add that in April so it’s around
$5M to pave that road and then they also from what I understood, it was a
very brief conversation, but there is about $250,000 in State severance tax
for this year for the design and they would like to start that as early as
March.

Hancock: Mr. Chair, if I may, wasn’t there something about Dripping Springs Road
on the ICIP that the legislation is currently going through. I remember
seeing something and I think it was Senator Soules, his secretary asked
me about it. We might want to inform him of that information; it would be
very timely, thank you.

Herrera: And I’m going to be working on getting that information together and
providing it to the MPO as soon as possible.

10. ADJOURNMENT

Meeting was adjourned at 6:15 p.m.

____________________
Chair
AGENDA ITEM:
Resolution 14-04: A Resolution Approving the Mesilla Valley Metropolitan Planning Organization Bylaws

ACTION REQUESTED:
Discussion and adoption

SUPPORT INFORMATION:
Revised MPO Bylaws draft

DISCUSSION:
The current Las Cruces MPO Bylaws were adopted by the Policy Committee on July 9, 2008 and last amended November 9, 2011. MPO staff periodically reviews operating documents such as these to make sure they are in step with current understanding of MPO operations. Also, the Bylaws need to reflect the evolving needs of the various committees, including structure and participation.

The adoption of the new Joint Powers Agreement (JPA) for the MPO requires updating the Bylaws. The proposed changes have been discussed at several meetings of the TAC, BPAC, and Policy Committee. The highlighted changes include:

The advisory committees have reviewed their respective sections, and recommend the drafts presented in this packet.
RESOLUTION NO. 14-03

A RESOLUTION APPROVING THE MPO COMMITTEE BYLAWS AND OPERATING PROCEDURES

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

WHEREAS, the Mesilla Valley’s MPO’s Policy Committee has the authority to adopt and amend the MPO Committee Bylaws and Operating Procedures as it deems appropriate; and

WHEREAS, the MPO Bylaws provide the basic framework for the Policy Committee and the advisory committees to conduct the business of the MPO; and

WHEREAS, the MPO Bylaws identify the role and make-up of each Committee; and

WHEREAS, the MPO Bylaws detail how meetings are conducted and voting procedures; and

WHEREAS, the Technical Advisory Committee reviewed and recommended adoption of their portion of the Bylaws at their meeting on February 6, 2014; and

WHEREAS, the Bicycle and Pedestrian Facilities Advisory Committee reviewed and recommended adoption of their portion of the Bylaws at their meeting on January 21, 2014; and

WHEREAS, the Policy Committee has determined that it is in the best interest of the MPO for the MPO Committee Bylaws and Operating Procedures to be APPROVED.

NOW, THEREFORE, be it resolved by the Policy Committee of the Las Cruces Metropolitan Planning Organization:

(I)

THAT the proposed MPO Committee Bylaws and Operating Procedures, attached hereto as Exhibit “A” and made part of this resolution, be APPROVED.

(II)

THAT staff is directed to take appropriate and legal actions to implement this Resolution.
DONE and APPROVED this 9th day of April, 2014.

APPROVED:

__________________________
Chair

Motion By:  
Second By:

VOTE:
Chair Garrett  
Vice Chair Bernal  
Councillor Sorg  
Councillor Small  
Commissioner Hancock  
Commissioner Duarte-Benavidez  
Mayor Barraza  
Trustee Bernal  
Councillor Pedroza  
Mr. Doolittle

ATTEST:  
APPROVED AS TO FORM:

__________________________  
Recording Secretary

__________________________  
City Attorney
Committee Bylaws and Operating Procedures
Introduction

The Mesilla Valley Metropolitan Planning Organization (MPO) is established by a Joint Powers Agreement between the participating members and by designation of the Governor of the State of New Mexico and contracts between the City of Las Cruces and New Mexico Department of Transportation. The MPO’s purpose is to carry out the Urban Transportation Planning Process as defined within the provisions of U.S.C. 23 Section 450.

The contracts and Joint Powers Agreement establish a number of operational and procedural requirements for the MPO, however other issues are not formally addressed. The purpose of these Bylaws and Operating Procedures is to establish guidance on those other issues. However, the Bylaws and their application shall not violate any rule or regulation established by federal regulations or State laws governing transportation planning or policies enacted by the MPO or other member agencies, such as the Metropolitan Transportation Plan, Unified Planning Work Program, and the Public Participation Plan.

Policy Committee

I. Authority:

The Policy Committee has authority granted under the current Joint Powers Agreement, applicable to contracts and State and Federal laws and regulations, including but not limited to 23 CFR Section 450.

II. Membership:

The Policy Committee is made up of ten (10) voting members. The respective governing boards of Doña Ana County, Town of Mesilla and City of Las Cruces are responsible for appointing three (3) elected officials to the Policy Committee. The District One Engineer of the New Mexico Department of Transportation (NMDOT) is the 10th member. Each Policy Committee member or designated representative has one vote.

A. Officers

The officers of the Policy Committee shall consist of a Chair, and Vice Chair. The Chair and Vice Chair shall not be chosen from the same governmental entity.

1. Chair

The Chair shall be chosen from among the members of the Policy Committee at the first meeting of each calendar year. The duties of the Chair shall be to preside at all meetings of the Policy Committee.

2. Vice Chair

The Vice Chair shall be chosen from among the members of the Policy Committee at the first meeting of each calendar year, and shall be responsible for presiding at the meetings in the absence of the Chair.

3. Secretary

The Secretary is a non-voting, ex-officio position. The MPO Officer or designee shall be the Secretary, and shall have the responsibility for maintaining accurate records of all Policy Committee meetings, preparing agendas, and other duties designated by the Policy Committee.
4. Vacancy of Office

If an officer described in paragraphs one and two of this section resigns, the remaining Policy Committee members shall elect a replacement officer at the next regularly scheduled meeting.

B. Alternate Member

If a Policy Committee member is to be absent, another member of that governing body may be appointed to substitute for that particular meeting. The District Engineer may be substituted by an Assistant District Engineer. The agency or board shall submit written notification in a timely manner to the MPO Officer designating the alternate member.

C. Removal Procedure

1. Attendance is required at all Policy Committee meetings. If a Policy Committee member is absent for more than two consecutive meetings, then the MPO Officer may petition the absent member’s governing body chair for a new appointment to the Policy Committee. Additionally, if a Policy Committee member fails to attend seventy-five (75) percent of the Policy Committee meetings in a twelve-month calendar period, membership may be terminated.

2. If a Policy Committee member vacates the position by nonattendance, the Chair of the Policy Committee shall notify the Policy Committee in writing of the same. A replacement member shall then be appointed. In the event that the Policy Committee member who has been absent from official meetings, sufficient to qualify for removal, is the Chair of the Policy Committee, the Vice Chair shall conduct the removal process. If the Vice Chair is unable to participate, another Policy Committee member, appointed by the remaining membership, shall conduct the removal process. In the event of a dispute concerning the abandonment or vacation of a Policy Committee member, the Policy Committee member affected may petition the MPO Policy Committee to be allowed an opportunity to show just cause why he/she should not be removed from office.

3. The Policy Committee may remove any Policy Committee member by the affirmative vote of five (5) members upon the grounds of malfeasance or nonfeasance of office.

D. Replacement Procedure

The designated appointing entities shall make any and all replacement appointments to the Policy Committee. All replacement appointments made shall be provided in writing to the MPO Officer in a timely manner.

E. Ex-Officio Members.

The Policy Committee may, in accordance with the Joint Powers Agreement, add non-voting members to the Policy Committee through Resolution.

III. Meetings:
All meetings held shall be in compliance with the Open Meetings Act, as amended, (NMSA 10-15-1 – 10-15-4) and the yearly MPO’s Open Meeting Resolution.

Written notice of meetings (agendas) and supporting documentation shall be provided to the Policy Committee members on the following schedule:

- **Regular Meetings** – one (1) week notice and appropriate public notification according to the Open Meetings Act and the MPO Public Participation Plan
- **Special Meetings** – four (4) day notice
- **Emergency Meetings** – four (4) hours prior to the meeting

A. Regular Meetings shall be scheduled each year by the Policy Committee.

B. Special Meetings shall be held on an as needed basis. Special Meetings may be scheduled by the Chair or a majority of the members of the Policy Committee, and will be primarily used to consider time-sensitive issues.

C. Emergency Meetings shall only be held to discuss issues with an imminent impact to health, safety, and welfare in the Mesilla Valley MPO area. Concurrence of a majority of the members of the Policy Committee is necessary to hold an Emergency Meeting.

D. At the first regular meeting of the calendar year, the Policy Committee shall consider the following items in addition to any other business:

   1. Election of Officers
   2. Adoption of Open Meeting Resolution

E. **Quorum:**

A quorum of the Policy Committee shall consist of five (5) members and shall consist of at least one member from each governing entity. No action shall be taken without a quorum of the Policy Committee in attendance at that meeting.

F. **Voting Procedure**

   1. The methods of taking a vote are by a “show of hands,” by “raising the hand,” by rising, by ballot, or by roll call (“yes or no”).
   2. Any vote that results in a tie shall be considered a failed action item.
   3. Telephonic vote may be allowed when the quorum is not present at any Policy Committee meeting. Telephonic vote shall be enacted only to approve actions that have a deadline prior to the next regular meeting and postponement of actions will have adverse financial or other consequences for the Mesilla Valley Metropolitan Planning Organization.

Telephonic vote shall be enacted on the request of any present Policy Committee Member with the approval of the majority of the present members. Only one Policy Committee Member shall participate telephonically at any allowable meeting.

Telephonic vote shall not conflict with the codes and regulations of the entity that is represented by the Policy Committee Member. The telephonic action shall be in accordance with the New Mexico Open Meeting Act, as amended.

IV. **Committees:**
A. The Committee reserves the right to create committees or sub-committees, as needed, to assist with achieving goals outlined in the Metropolitan Transportation Plan. These committees may include ad hoc groups, more temporary in nature, or longer standing, perhaps permanent, advisory committees.

B. Executive Sub-Committee: The Executive Sub-Committee shall be a four member sub-committee consisting of the current Chair and Vice-Chair, one member from the jurisdiction not represented by the Chair and Vice Chair, and the representative from NMDOT. The additional member shall be appointed by a majority vote of the Committee members, and can rotate among the members from the non-represented jurisdiction based on the will of the Committee. The whole Committee may designate the Executive Sub-Committee to draft correspondence on behalf of the whole committee when timeliness is a concern on agreed upon issues. Other duties may be assigned by Resolution.
Technical Advisory Committee

I. Committee:
The name of this committee shall be the Technical Advisory Committee of the Mesilla Valley Metropolitan Planning Organization, referred to in this section as the Committee.

II. Responsibilities:
The Committee is established by the Mesilla Valley MPO Joint Powers Agreement, and shall be responsible for providing technical review of all transportation plans within the urban area and input to the Policy Committee on issues directed to it by its membership, the Policy Committee, or the MPO Officer. Other responsibilities shall include those as may be designated by the Policy Committee.

III. Membership:
Membership shall be governed by the Policy Committee.

A. Voting Members
Members of the Committee shall include:
two (2) representatives appointed by the City of Las Cruces,
two (2) representatives appointed by the Town of Mesilla,
two (2) representatives appointed by Doña Ana County,
two (2) representatives designated by the New Mexico Department of Transportation.
one (1) representative designated by New Mexico State University,
one (1) representative designated by Bureau of Land Management,
one (1) representative designated by RoadRunner Transit,
one (1) representative designated by Doña Ana County Flood Commission,
one (1) representative designated by the South Central Regional Transit District
one (1) representative designated by Elephant Butte Irrigation District, and
one (1) representative designated by Las Cruces Public School District.

B. Alternate Member
Each representative from an agency or board may appoint an alternate to the Committee to serve when the appointed member cannot attend. The agency or board shall submit written notification in a timely manner to the MPO Officer designating the alternate member.

C. Membership Appointment and Replacement Procedure
The Policy Committee, at any time it deems necessary, may add new voting members to the Committee. The represented entities shall make all appointments to the Committee. All appointments from the MPO member agencies (Las Cruces, Doña Ana County, and Town of Mesilla) shall be made by the respective department heads of Community Development (Planning) or Public Works within each jurisdiction. All appointments made shall be provided in writing to the MPO Officer in a timely manner.
D. Officers

The officers of the Committee shall consist of a Chair, and Vice Chair. The Committee officers will serve one year in that capacity and can be re-elected by Committee members.

1. Chair

The Chair shall be chosen from among the members of the Committee at the first meeting of each calendar year. The Chair shall be responsible for presiding at all meetings.

2. Vice Chair

The Vice Chair shall be chosen from among the members of the Committee at the first meeting of each calendar year, and shall be responsible for presiding at the meetings in the absence of the Chair.

3. Secretary

The Secretary is a non-voting, ex-officio position. The MPO Officer or designee shall be the Secretary and shall have the responsibility for maintaining accurate records of all Committee meetings, preparing agendas and other duties as may be designated by the Committee with consent from the Policy Committee.

4. Vacancy of Office

If an officer described in paragraphs one and two of this section resigns, the remaining Committee members shall elect a replacement officer at the next regularly scheduled meeting.

E. Sub-Committees

The Committee may appoint sub-committees to assist with achieving goals outlined in the Metropolitan Transportation Plan or completing specific tasks. These sub-committees will be temporary in nature and shall disband after reporting the results to the full Committee and completing the assigned goal or task. These sub-committees shall not consist of a quorum of the membership. The Committee may appoint members to the sub-committee from outside the committee membership if particular expertise is sought.

F. Removal Procedure

1. Attendance is required at all Committee meetings. If a Committee member fails to attend seventy-five (75) percent of the Committee meetings in a twelve-month calendar period, membership may be terminated.

2. If a Committee member shall vacate the office by nonattendance, the Chair of the Committee shall notify the Policy Committee in writing of the same. A replacement member shall then be appointed. In the event that the Committee member who has been absent from official meetings, sufficient to qualify for removal, is the Chair of the Committee, the Vice Chair shall conduct the removal process. If the Vice Chair is unable to participate, another Committee member, appointed by the remaining membership, shall conduct the removal process. In the event of a dispute
concerning the abandonment or vacation of a Committee member, the Committee member affected may petition the Policy Committee to be allowed an opportunity to show just cause why he/she should not be removed from office.

3. The Policy Committee may remove any Committee member by the affirmative vote of five (5) members upon the grounds of malfeasance or nonfeasance of office.

IV. Meetings:
Meetings shall be pursuant to due notice as established by and required under the New Mexico Open Meetings Act, as amended, and the Open Meetings Resolution adopted annually by the Mesilla Valley Metropolitan Planning Organization. Meetings shall be held as scheduled by the Policy Committee, and special meetings may be called by the Committee Chair or the MPO Officer.

A. Quorum
A quorum of the Committee shall consist of a seven voting members. No action shall be taken without a quorum of the Committee in attendance at that meeting.

B. Voting Procedure
1. The methods of taking a vote are by a “show of hands,” by “raising the hand,” by rising, by ballot, or by roll call (“yes or no”).

2. Any vote that results in a tie shall be considered a failed action item.
Bicycle and Pedestrian Facilities Advisory Committee

I. Committee:
The name of this committee shall be the Bicycle and Pedestrian Facilities Advisory Committee of the Mesilla Valley Metropolitan Planning Organization, referred to in this section as the Committee.

II. Responsibilities:
The Committee is established by the Policy Committee and shall be responsible for providing technical review and policy recommendations for the planning, design, and implementation of transportation infrastructure involving bicycle and pedestrian facilities. The Committee shall also provide recommendations for the encouragement and education of the public regarding bicycle and pedestrian routes, safety, and other issues. Other responsibilities shall include those as may be designated by the Policy Committee.

III. Membership:
Membership shall be governed by the Policy Committee.

A. Voting Members
Members of the Committee number eleven (11) and include:
- two (2) Bicycling Community representatives,
- one (1) Pedestrian Community representative,
- one (1) City of Las Cruces citizen representative,
- one (1) Doña Ana County citizen representative,
- one (1) Town of Mesilla citizen representative,
- one (1) City of Las Cruces staff representative,
- one (1) Doña Ana County staff representative,
- one (1) Town of Mesilla staff representative,
- one (1) New Mexico State University staff representative,
- one (1) New Mexico Department of Transportation staff representative.

B. Alternate Member
Each representative from a represented entity may appoint an alternate to the Committee to serve when the appointed member cannot attend. The representative of the entity shall submit a letter to the MPO Officer designating the alternate member.

C. Membership Appointment and Replacement Procedure
All non-staff appointments shall be citizens residing within each respective jurisdiction. The Policy Committee shall make all citizen appointments. The citizen appointment process shall be conducted as follows:
- MPO staff will issue a call for letters of interest for the respective open position(s)
- The letters will be submitted to the Policy Committee for review
• If only one letter is received, the Policy Committee can decide to appoint the sole applicant or reopen the call for applicants

• If more than one citizen applies, the Policy Committee shall select the appointee by ballot at a regularly scheduled meeting

All staff appointments shall be made by the respective department heads of Community Development (Planning) or Public Works within each jurisdiction. All appointments made shall be provided in writing to the MPO Officer in a timely manner.

D. Officers

The officers of the Committee shall consist of a Chair, and Vice Chair. The Committee officers will serve one year in that capacity and can be re-elected by Committee members.

1. Chair

   The Chair shall be chosen from among the members of the Committee at its first meeting of each new calendar year. The Chair shall be responsible for presiding at all meetings.

2. Vice Chair

   The Vice Chair shall also be selected from among the members of the Committee at the first meeting of each new calendar year and shall be responsible for presiding at the meetings in the absence of the Chair.

3. Secretary

   The Secretary is a non-voting, ex-officio position. The MPO Officer, or the MPO Officer’s designated staff person, shall be the Secretary and have the responsibility for maintaining accurate records of all Committee meetings, preparing agendas and such other duties as may be directed by and needed for the Committee, with consent of the MPO Policy Committee.

4. Vacancy of Office

   If an officer described in paragraphs one and two of this section resigns, the remaining Committee members shall elect a replacement officer at the next regularly scheduled meeting.

IV. Meetings:

Regular meetings shall be held as scheduled by the Policy Committee, Notice of time, date, location of each regular or special meeting will be in accordance with the New Mexico Open Meetings Act, as amended, and the Open Meetings Resolution, adopted annually by the MPO. A special meeting may be determined and called for by the Committee Chair or MPO Officer.

A. Quorum

   A quorum of the committee shall consist of a majority of sitting members. No action shall be taken without a quorum of the Committee in attendance at any meeting.
B. Removal Procedure

1. Attendance is required at all Committee meetings. If a Committee member is absent for more than two consecutive meetings, then the MPO Officer may petition the absent member’s governing body for a new appointment. In the case of a citizen representative it would be handled as in item 4 below. If a Committee member fails to attend seventy-five (75) percent of the regularly scheduled Committee meetings in a twelve-month period, membership may be terminated.

2. If a Committee member shall vacate the office by nonattendance, the Chair of the Committee shall notify the Policy Committee in writing of the same. If the Committee Chair is the member who has been absent from the official meetings, the Vice Chair shall conduct the removal process. If the Vice Chair is unable to participate, another Committee member, appointed by the remaining membership, shall conduct the removal process.

3. In the event of a dispute concerning the abandonment or vacation of a Committee office by a member, the Committee member affected may petition the Policy Committee to be allowed an opportunity to show just cause why he/she should not be removed from office.

4. The Policy Committee may remove any Committee member by the affirmative vote of five (5) members upon the grounds of malfeasance or nonfeasance of office, or for any reason whatsoever upon the affirmative vote of all of the members.

C. Voting Procedure

1. The methods of taking a vote are by a “show of hands,” by “raising the hand,” by rising, by ballot, or by roll call (“yes or no”).

2. Any vote that results in a tie shall be considered a failed action item.

V. Sub-Committees:

The Committee reserves the right to create sub-committees, as needed, to assist with achieving goals outlined in the Metropolitan Transportation Plan or completing specific tasks. These sub-committees will be temporary in nature and shall disband after reporting the results to the full Committee and completing the assigned goal or task.
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MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE
ACTION FORM FOR THE MEETING OF April 9, 2014

AGENDA ITEM:
6.2 Bicycle/Pedestrian Planner Position Discussion

ACTION REQUESTED:
Approval by the Policy Committee

SUPPORT INFORMATION:
Resolution 14-05
See Below

DISCUSSION:
The Bicycle and Pedestrian Advisory Committee (BPAC) has recommended that the Mesilla Valley Metropolitan Planning Organization adopts Resolution 14-05, A Resolution Requesting the Member Jurisdictions Appoint a Bike-Ped Staff Contact.

At their February meeting, the Policy Committee requested further clarification from the BPAC regarding some specific duties for which a Bike-Ped Contact could be responsible. The BPAC’s response is as follows:

The BPAC envisions the position being a single point of contact on behalf of the jurisdiction for bike/ped issues. This would have the benefit of reducing organizational and public confusion as to who is responsible for bike/ped related issues. This position would also allow for proper succession when there is a change in personnel. The position does not have to be a new position but can be added responsibility for an existing position. The position could be responsible for:

- Coordinating all on-street bike/ped issues on behalf of the jurisdiction
- Bike/ped data collection, creation, and distribution on behalf of the jurisdiction
- Work across departments on bike/ped related issues
- Promote bike/ped programs and plans
- Assist in the implementation of bike/ped projects
A RESOLUTION REQUESTING MEMBER JURISDICTIONS DESIGNATE A BICYCLE AND PEDESTRIAN STAFF CONTACT

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

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,

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 Policy Committee of the Mesilla Valley Metropolitan Planning Organization 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.

(II)

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

DONE and APPROVED this 9th day of April, 2014.

APPROVED:

__________________________
Chair

Motion By: 
Second By: 

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

ATTEST: 

APPROVED AS TO FORM:
<table>
<thead>
<tr>
<th>Recording Secretary</th>
<th>City Attorney</th>
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MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE
ACTION FORM FOR THE MEETING OF April 9, 2014

AGENDA ITEM:
6.1 2014-2019 Transportation Improvement Program Amendments

ACTION REQUESTED:
Approval by the MPO Policy Committee

SUPPORT INFORMATION:
Resolution 14-06
2014-2019 Transportation Improvement Program Amendment Report
Self-Certification Statement
Email from Jolene Herrera, NMDOT Planner

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:

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<td>NM 28 MP 0.0-30.4</td>
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This amendment will not affect any other projects currently listed in the TIP.
RESOLUTION NO. 14-06

A RESOLUTION AMENDING THE FY 2014-2019 TRANSPORTATION IMPROVEMENT PROGRAM.

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

WHEREAS, preparation of a financially constrained Transportation Improvement Program (TIP) is a requirement of the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and New Mexico Department of Transportation (NMDOT) (U.S.C. 23 § 450.324); and

WHEREAS, the Mesilla Valley Metropolitan Planning Organization (MPO) is responsible for the planning and financial reporting of all federally funded and regionally significant transportation-related projects within the MPO Area for the specified fiscal years; and

WHEREAS, the Policy Committee adopted the FY 2014-2019 TIP on May 8, 2013; and

WHEREAS, the NMDOT has requested amendments to the FY 2014-2019 TIP; and

WHEREAS, the Policy Committee has determined that it is in the best interest of the MPO for the Resolution amending the FY 2014-2019 Transportation Improvement Program to be approved.

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

(I)

THAT the Mesilla Valley Metropolitan Planning Organization’s Fiscal Year 2014-2019 Transportation Improvement Program is amended as shown in Exhibit “A”, attached hereto and made part of this resolution.
(II)

THAT the Mesilla Valley MPO’s Self-Certification, as contained in Exhibit “B", attached hereto and made part of this resolution is hereby approved.

(III)

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

DONE and APPROVED this 9th day of April, 2014.

APPROVED:

__________________________________
Chair

Motion By: 
Second By: 

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

ATTEST: APPROVED AS TO FORM:

__________________________________
Recording Secretary

__________________________________
City Attorney
### Exhibit "A"

**Mesilla Valley Metropolitan Planning Organization - Las Cruces, New Mexico**

**Transportation Improvement Program (TIP)**

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

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</table>

**TIP Informational Years**

- Work Zone: Routine

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Thursday, March 06, 2014
Resolution 14- Exhibit “B”

MESILLA VALLEY MPO SELF-CERTIFICATION STATEMENT

In accordance with 23 U.S.C. 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 U.S.C. 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 CHAIR

__________________________________________  Date

NMDOT

__________________________________________  ______________
Good morning Andrew,

Can you please add the following as a TIP Amendment to the upcoming BPAC, TAC, and PC meeting agendas?

CN E100110, NM 28 MP 0-30.4, Pavement Preservation in FY2014. This project will include the entire length of NM 28 and will also be coordinated with the El Paso MPO to add to their TIP.

Please let me know if you have any questions.

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
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MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION
POLICY COMMITTEE
DISCUSSION FORM FOR THE MEETING OF April 9, 2014

AGENDA ITEM:
7.1 Committee Briefing

SUPPORT INFORMATION:
None

DISCUSSION:
This will be a briefing on the agency coordination between the jurisdictions in the Mesilla Valley MPO Planning Area.
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AGENDA ITEM:
7.1 Committee Briefing

SUPPORT INFORMATION:
Example MOA between San Antonio and Austin MPOs.

DISCUSSION:
This will be a discussion on formalizing planning coordination with the El Paso MPO. A draft agreement between two Texas MPOs provided as starting point for discussion.
MEMORANDUM OF UNDERSTANDING
Coordination of the Transportation Planning Processes Between the
Capital Area Metropolitan Planning Organization and the
San Antonio – Bexar County Area Metropolitan Planning Organization

I. Background and Purpose

A. The Capital Area Metropolitan Planning Organization (CAMPO) and the San Antonio – Bexar County Metropolitan Planning Organization (SA-BC MPO) recognize the 2010 San Marcos Urbanized Area Boundary extends into Guadalupe County, Texas.

B. The purpose of this agreement is to provide the framework for the responsibilities of the CAMPO and SA-BC MPO in regard to federally mandated planning, programming and funding for the San Marcos Urbanized Area within Guadalupe County.

II. General Points of Understanding and Agreement

A. The SA-BC MPO accepts the authority for the planning, conduct and reporting of transportation related information in the San Marcos Urbanized Area within Guadalupe County.

B. The SA-BC MPO will address all requirements of the federal certification review, as scheduled by the U.S. Department of Transportation - Federal Highway Administration and Federal Transit Administration - Region 6, in the San Marcos Urbanized Area within Guadalupe County.

C. CAMPO and SA-BC MPO agree that staffs of both MPOs will meet as needed to review progress of planning efforts, to discuss key findings from program activities, and to discuss the scope, plans and implementation of activities.

D. This agreement will be reviewed when either agency identifies the need for a review and at a minimum, when the United States Census Bureau designates and updates urbanized area boundaries.

III. Specific Points of Understanding and Agreement

A. MPO Boundary

1. CAMPO and SA-BC MPO recognize the entirety of Guadalupe County, Texas will be located within the San Antonio – Bexar County MPO Boundary.

B. Long Range Transportation Plans

1. The SA-BC MPO accepts the responsibility for the long range planning and programming needs of the San Marcos Urbanized Area within Guadalupe County.
2. The long range transportation plan will be developed consistent with the SA-BC MPO’s policies and practices.

C. Transportation Improvement Program

1. The SA-BC MPO accepts the responsibility for programming projects in the San Marcos urbanized area within Guadalupe County and assures that applicable funds are spent on projects and programs that improve the transportation system.

2. To help ensure continuity of federal and state funds, both CAMPO and SA-BC MPO agree to abide by the methodology and process used to allocate funds to the respective MPOs.

3. The Transportation Improvement Program will be developed consistent with the SA-BC MPO’s policies and practices.

D. Unified Planning Work Program

1. The SA-BC MPO accepts the responsibility for programming planning studies in the San Marcos Urbanized Area within Guadalupe County.

2. CAMPO and SA-BC MPO agree to abide by the methodology and process currently used to allocate federal transportation planning funds to the respective MPOs.

3. The Unified Planning Work Program will be developed consistent with the SA-BC MPO’s policies and practices.

E. Other Planning Activities

1. CAMPO and SA-BC MPO agree to work together to identify the need for corridor projects that cross the CAMPO and SA-BC MPO planning area boundary.

2. CAMPO and SA-BC MPO agree the SA-BC MPO will address urban area boundary issues and develop the functional classification of all public roads and streets within the entirety of Guadalupe County on a periodic basis. This review will be completed using the National Functional Classification System guidelines.

Agreed to this ____ day of __________, 2013 by:

Will Conley, Chairman
Capital Area MPO

Ray Lopez, Chairman
San Antonio – Bexar County MPO
AGENDA ITEM:
8.0 2014-2019 Transportation Improvement Program Administrative Adjustments

ACTION REQUESTED:
None, this item is for informational purposes only

SUPPORT INFORMATION:
2014-2019 Transportation Improvement Program Administrative Adjustment Reports
Emails from Jolene Herrera, NMDOT Planner

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

The following administrative adjustment(s) to the TIP have been requested and made:

<table>
<thead>
<tr>
<th>CN</th>
<th>FY</th>
<th>Agency</th>
<th>Project &amp; Termin</th>
<th>Scope</th>
<th>Change</th>
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<tbody>
<tr>
<td>G100030</td>
<td>2014</td>
<td>Central Federal Lands</td>
<td>Dripping Springs and Baylor Canyon Road</td>
<td>Reconstruction</td>
<td>New Project</td>
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<tr>
<td>LC00160</td>
<td>2014 &amp; 2017</td>
<td>NMDOT</td>
<td>NM 188 (Valley Drive)</td>
<td>Reconstruction</td>
<td>Adding Secondary Route to Project</td>
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</table>

These administrative adjustments will not affect any other projects currently listed in the TIP.
**CN:** G100030  **MVMPO - Rec Num:** 97  **NMDOT Dist.:** 1  **County:** Dona Ana  **Municipality:** Unincorporated Dona Ana Co

**Fed ID:** G100030  **Lead Agency:** Federal Highway Administration  **Length:** 0 Miles

**RT:** FL5607  **Proj Desc.:** Reconstruction of Dripping Springs and Baylor Canyon Road  **Fr:**  **To:**

**Category:** Hwy & Brg Pres

**Project Desc.:** Preliminary Engineering funds for reconstruction of Dripping Springs and Baylor Canyon Rd.

**Est. Proj. Cost:** $610,000  **Est. Letting:**

**Project Phases:**
- □ Environ. Document
- ■ Prel. Engr.
- □ Design
- □ Right-of-way
- □ Construction
- □ Other

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

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**TIP Informational Years**

- 2018
- 2019

**Work Zone:** Reg. Sig.
**Mesilla Valley Metropolitan Planning Organization - Las Cruces, New Mexico**

**Transportation Improvement Program (TIP)**

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<th>MVMPO - Rec Num: 96</th>
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<th>Municipality: City of Las Cruces</th>
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<td>Length: 1.8 Miles</td>
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<td>Proj: NM 188 (Valley Drive) Roadway Reconstruction</td>
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<td>Fr: Ave de Mesilla</td>
<td>To: Picacho</td>
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<tr>
<td>Est. Letting: 1/1/2017</td>
<td>Est. Proj. Cost: $11,800,000</td>
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<tr>
<td>TIP Letting: 1/1/2017</td>
<td>TIP Amendment Pending? ☐</td>
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**Category:** Hwy & Brg Pres

**Project Desc.:** Valley Drive reconstruction from Ave de Mesilla to Picacho including intersections. Admin mod (02-21-14) added a section of NM 28 to the project.

**Project Phases:** ☐ Environ. Document ☑ Prel. Engr. ☑ Design ☐ Right-of-way ☑ Construction ☐ Other

**Remarks:** Administrative Modification adding a secondary route to the project on 02/21/2014

**Work Zone:** Reg. Sig.

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

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<tr>
<th>FUND SOURCE</th>
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**TIP Informational Years**

<table>
<thead>
<tr>
<th>2018</th>
<th>2019</th>
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Hi Andrew,

As discussed at the Policy Committee meeting yesterday, here is the information for the new Central Federal Lands project, CN G100030.

The STIP and Federal Lands TIP page are both attached for your reference and funding should be as follows:

Can you administratively add this project to the 2014 TIP ASAP with $360K Central Federal Lands funding (100% federal), and $250K State Severance Tax funding (100% state) in the Preliminary Engineering category. The NMDOT STIP Coordinator provided this direction using the STIP/TIP Procedures Manual.

Additionally, the FY2015 and FY2016 funding needs to be added as a TIP Amendment for the next BPAC, TAC, and PC meeting agendas. Please follow the breakdown provided on the Central Federal Lands TIP page. All of the FY15-16 funding is strictly Federal Lands at 100% (no local match).

Please let me know if you have any questions.

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
Good morning Andrew,

Can you please process an admin adjustment for CN LC00160? I need to add a secondary route to the project: NM 28 MP 29.7 – 29.9 (Hickory Loop to Intersection of NM 188 (Valley Drive)).

Please let me know if you have any questions.

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

From: Romero, Arthur J., NMDOT
Sent: Monday, February 17, 2014 11:09 AM
To: Herrera, Jolene M, NMDOT
Subject: LC0016 Termini

Primary Route: NM188 from MP 1.4 to MP 3.0
Secondary Route: NM28 from MP 29.7 to MP 29.9

Arthur J. Romero, P.E.
NMDOT
South Region Design Center
750 North Solano Drive
Las Cruces, NM 88001
(575) 525-7341 office
(575) 202-3340 cell