



METROPOLITAN PLANNING ORGANIZATION

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P.O. BOX 20000 | LAS CRUCES NM | 88004
PHONE (575) 528-3222 | FAX (575) 528-3155
<http://mesillavalleympo.org>

MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION BICYCLE AND PEDESTRIAN FACILITIES ADVISORY COMMITTEE AGENDA

The following is the Agenda for a meeting of the Mesilla Valley Metropolitan Planning Organization (MVMPO) Bicycle and Pedestrian Advisory Committee meeting to be held on **April 17, 2018 at 5:00 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](http://mesillavalleympo.org).

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1. **CALL TO ORDER** _____ **Chair**
2. **APPROVAL OF AGENDA** _____ **Chair**
3. **APPROVAL OF MINUTES** _____
 - 3.1. February 20, 2018 _____ **Chair**
4. **PUBLIC COMMENT** _____ **Chair**
5. **ACTION ITEMS** _____
 - 5.1. FY18-23 Transportation Improvement Program Amendments _____ **MPO Staff**
 - 5.2. Approval of FY19-20 Unified Planning Work Program _____ **MPO Staff**
6. **DISCUSSION ITEMS** _____
 - 6.1. Highlights of FHWA Pedestrian Facilities Training _____ **MPO Staff**
 - 6.2. Update of Public Participation Plan _____ **MPO Staff**
7. **COMMITTEE and STAFF COMMENTS** _____ **Chair**
 - 7.1. MPO Update _____ **MPO Staff**
 - 7.2. Local Projects Update _____ **Jurisdictional Staff**
 - 7.3. NMDOT Projects Update _____ **NMDOT Staff**
 - 7.4. Committee Members Update _____ **BPAC**
8. **PUBLIC COMMENT** _____ **Chair**
9. **ADJOURNMENT** _____ **Chair**

1 **MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION**
2 **BICYCLE AND PEDESTRIAN FACILITIES ADVISORY COMMITTEE**
3

4 The following are minutes for the meeting of the Bicycle and Pedestrian Facilities
5 Advisory Committee of the Mesilla Valley Metropolitan Planning Organization (MPO)
6 which was held February 20, 2017 at 5:00 p.m. in Commission Chambers at Dona Ana
7 County Government Building, 845 Motel Blvd., Las Cruces, New Mexico.
8

9 **MEMBERS PRESENT:** George Pearson, Chair (City of Las Cruces Citizen Rep)
10 Maggie Billings (Bicycle Community Citizen Rep)
11 Ashleigh Curry (Town of Mesilla Citizen Rep)
12 Jolene Herrera (NMDOT)
13 Jack Kirby (NMSU Staff Rep)
14 James Nunez (City of Las Cruces Staff Rep)
15 Samuel Paz (Dona Ana County Rep)
16 Lance Shepan (Town of Mesilla Staff Rep)
17 Jess Waller (Bicycle Com. Rep.)
18

19 **MEMBERS ABSENT:** Andrew Bencomo (Pedestrian Community Rep)
20 Mark Leisher (DAC Citizen Rep)
21

22 **STAFF PRESENT:** Tom Murphy (MPO)
23 Andrew Wray (MPO)
24 Michael McAdams (MPO)
25 Dominic Loya (MPO)
26

27 **OTHERS PRESENT:** Wyatt Kartchner
28 Andrew Wong
29 Becky Baum, Recording Secretary, RC Creations, LLC
30

31 **1. CALL TO ORDER (5:00)**
32

33 Pearson: Okay it looks like it is 5:00 and we have a good group here so we'll go
34 ahead and call the meeting to order. Start with introductions of everybody
35 on the Board. Maybe we'll start at this end since Maggie seems like she's
36 busy.
37

38 Kirby: Jack Kirby, New Mexico State University.
39

40 Paz: Samuel Paz, Dona Ana County.
41

42 Herrera: Jolene Herrera, NMDOT.
43

44 Curry: Ashleigh Curry, Citizen's Representative of Town of Mesilla.
45

46 Shepan: Lance Shepan, Mesilla Marshall's Office.

1
2 Nunez: James Nunez, City of Las Cruces.

3
4 Waller: Jess Waller, City of Las Cruces Bicycle Rep.

5
6 Billings: Maggie Billings, Bicycle Community Representative.

7
8 Pearson: I'm George Pearson, City of Las Cruces Representative.

9
10 **2. APPROVAL OF AGENDA**

11
12 Pearson: Next item is the approval of the agenda. I heard a request to delete item
13 5.3 from the agenda.

14
15 McAdams: Yes, staff would like to postpone 5.3 until next meeting.

16
17 Pearson: So are there any other changes? Hear an amendment to approve the
18 agenda with item 5.3 missing.

19
20 Curry: Mr. Chair. I just had feedback from Mr. Bencomo to say could you please
21 spell out the acronyms because nobody's entirely sure what the eSTIP is.
22 We're not entirely sure, those of us who are not in the know. So just for
23 future agendas would you be willing to spell it out rather than the
24 acronyms? Thanks.

25
26 McAdams: Okay.

27
28 Pearson: I need a motion to ...

29
30 Curry: I put forth a motion to approve.

31
32 Pearson: As amended.

33
34 Curry: As amended.

35
36 Pearson: And a second?

37
38 Herrera: Second.

39
40 Pearson: I have a motion and second. All in favor "aye."

41
42 MOTION PASSES UNANIMOUSLY.

43
44 Pearson: Any opposed? So we're done with the agenda.

45
46 **3. APPROVAL OF MINUTES**

1
2 **3.1 January 16, 2018**
3

4 Pearson: Next item is approval of the minute of January 16th. Is there any
5 discussion on the minutes?
6

7 Shepan: Mr. Chair. On page 6-7 at the top it's got my name and it says "Before we
8 go off the record you might mention we had an addition to the board.
9 Identify yourself." That was not me. I don't know if it really matters.
10

11 Pearson: I remember the comment but I don't remember who said it. Does anybody
12 remember from last time? You weren't here. We'll just leave that to staff
13 to make the correction then. Okay. Any other discussion?
14

15 Curry: Yes. I wasn't at the meeting but I did read all the minutes and on that
16 same page 6-7 on line 13 it said it's recessed from 5:10 to 6:40 but it was
17 supposed to be a 15-minute recess, so maybe it was 5:40?
18

19 Pearson: No that's accurate. Took a long time to do that paperwork.
20

21 Curry: You did an hour and 30 minutes of recess?
22

23 Pearson: I think that's probably correct.
24

25 Curry: It's a good one to miss. Okay. Thank you.
26

27 Pearson: Any further comments, discussion? Hear a motion to approve the minutes
28 as amended.
29

30 Herrera: So moved.
31

32 Shepan: Second.
33

34 Pearson: I have a motion and second to approve the minutes as amended. All in
35 favor "aye."
36

37 MOTION PASSES UNANIMOUSLY.
38

39 Pearson: Any opposed? So that's approved.
40

41 **4. PUBLIC COMMENT**
42

43 Pearson: Item four is public comment. Do we have any member of the public who
44 wishes to comment at this point? Seeing none.
45

46 **5. DISCUSSION ITEMS**

5.1 NMDOT University and Triviz Interchange Project

Pearson: We'll move on. Discussion items, NMDOT University and Triviz Interchange project.

McAdams: Yes, I would like to introduce Ms. Jolene Herrera to introduce our consultants and to explain the project further.

Herrera: Thank you Mr. Chair. A few months ago I believe the BPAC requested that Molzen-Corbin come and do a presentation on the University/I-25 interchange project, so they've been kind enough to join us tonight to do that. We have Wyatt Kartchner who's going to do the presentation for us. I just want to let the members know that this is a very complicated project that Molzen-Corbin is doing an excellent job of coordinating with the University, the City, the NMDOT, other interested parties, and that we value your input at this meeting. But there are a limited number of things that can be done without going through the whole group, so just realize that if you don't see some of the comments that you bring up tonight implemented in the project, know that we're doing everything that we can to address those, but it's very complicated. So with that I'll turn it over to Wyatt.

WYATT KARTCHNER GAVE HIS PRESENTATION.

Pearson: What's the design speed for going through the roundabout? The speed limit that you're going to put on it.

Kartchner: The speed signs and the advisory signs that we're putting on the roundabout are 15 miles an hour.

Pearson: Okay.

WYATT KARTCHNER CONTINUED HIS PRESENTATION.

Nunez: I have a question.

Kartchner: Yes sir.

Nunez: I'm trying to figure out how you're going to distinguish between, you mentioned the bike paths will be four inches above the road surface.

Kartchner: Right.

Nunez: So that'd be pretty clear. You're probably going to stencil on bicycle or will there be a need to, like white? What I'm leading to I guess is would there

1 be any consideration of making those another color, like the green, like in
2 other places.

3
4 Kartchner: So the roundabouts themselves will be concrete and so they'll be the grey
5 color. The one that you're particularly talking about, what we were
6 envisioning was that the bicycle lane would be asphalt so that it would be
7 the black color and then the sidewalk would again be concrete, so that you
8 would have that color distinction between uses of the roadway. We have
9 discussed using green paint and that has been told to us by both the City
10 and the NMDOT to not use that at this point. They said that it's something
11 that they just don't want to do at this point. They're still looking into it but
12 we've been directed to not use those things.

13
14 WYATT KARTCHNER CONTINUED HIS PRESENTATION.

15
16 Pearson: So is the multiuse path not part of that graphic or is it just small enough I
17 can't see it?

18
19 Kartchner: It's probably small enough you can't see it. This one was done last fall, so
20 we've made lots of changes to the multiuse path and improved it. We had
21 it, you can actually see it here, it was right behind the curb, we've actually
22 kind of pushed it away from the curb to make it more friendly for the users
23 and we've actually pushed it on the other side of that ridge pier here as
24 well. So with that if you guys have any questions I'll be glad to try to
25 answer them.

26
27 Curry: I have a question if I may.

28
29 Pearson: Okay.

30
31 Curry: Thank you. On University Avenue you talked about the buffered bike
32 lanes and then you talked about the sidewalks on both sides. Is the
33 buffered bike lane going to just be on one side or are you going to have it
34 on both sides of University Ave.?

35
36 Kartchner: Both sides.

37
38 Curry: Both sides. Super. And then is there a hard curb between the vehicular
39 traffic and the bicycle lane on that kind of three-tiered little piece?

40
41 Kartchner: Yes.

42
43 Curry: So cars can't just sort of merge in and think that that's another lane for
44 them?

45
46 Kartchner: Correct.

1
2 Curry: Okay. Super. Thank you.

3
4 Pearson: You mentioned you did bike and ped. counts. What kind of counts did you
5 end up getting and can you expand a little bit on what the pedestrian
6 experience might be going through that?

7
8 Kartchner: Our pedestrian counts are, well in the City and bicycle and pedestrian
9 counts are low compared to other regions. Some of the NACTO trainings
10 that we've taken lately, they talk about pedestrians or bicycles on the order
11 of 400 per hour. On University Avenue that's one of our heaviest bicycle
12 paths in the City and there are about 100 per day on University Avenue.
13 So it's pretty low compared to what you might expect in other places of the
14 country. But currently the pedestrian, unless you're on the multiuse path
15 the pedestrian and bicycle access along University and Triviz is pretty
16 poor, but with these improvements it should be greatly improved. It's
17 pretty scary just when we're out there working on the project, just walking
18 across I-25 bridge because of how narrow that is and how there's really
19 not much of a sidewalk there, so I think the pedestrians and everybody will
20 have a much better feel once this project is complete.

21
22 Pearson: And I heard somebody mention at one point, earlier design, that we might
23 have only one roundabout, but your committed to the two roundabouts, is
24 that?

25
26 Kartchner: As of today, yes. The two roundabouts are moving forward.

27
28 Waller: Do the two roundabouts, does that give you the highest bicycle and
29 pedestrian rating?

30
31 Kartchner: It gave us the highest rating for traffic and then it gave us the highest
32 safety for pedestrians and bicycles. All of the other alternatives had a
33 movement which was free flowing. I mean a roundabout is free flowing
34 but at a lower speed of 15 miles an hour. Those other alternatives had a
35 speed on one of the legs that was upwards of 30 miles an hour and so
36 slowing that speed down. And then a roundabout of course you have a
37 splitter island where pedestrians only have to cross 12 feet and then they
38 can have that refuge in that splitter island and then cross the next 12 feet.
39 That also increases the safety, so yes.

40
41 Waller: Yes. My concern was that you showed a video and I think Ashleigh was
42 driving at the same question was, how do you integrate the Triviz multiuse
43 path with the roundabouts? You mentioned that if you're going south you
44 have a raised by four inches, you have a bike lane that goes through the
45 roundabout but that's if you're heading south. What if you want to go

1 under the overpass and head over towards the Pan Am Center going
2 under University, do the roundabouts have bicycle lanes in them?
3

4 Kartchner: No. It is not a standard design to actually install a roundabout with bicycle
5 lanes. The guidance shows that bicycles either occupy the entire lane in a
6 roundabout or as we're doing here, we provide a location for them to exit
7 the roadway onto a separate location which we're doing, so at that point
8 they become a pedestrian.
9

10 Waller: Right. I mean if you're a bicyclist and I figure that the times of high traffic
11 demand are going to be when they have an event at the Pan Am Center
12 or when classes are being let in or let out at NMSU, otherwise if you're a
13 bicyclist and you want to access say Triviz Road but you're heading south
14 say to, what's it called Arrowhead, the campus there, like Dona Ana
15 Community College for example, that part of campus. I guess you could
16 ride a bicycle through both roundabouts, correct?
17

18 Kartchner: Yes.
19

20 Waller: As long as there's not a whole lot of traffic. If there's a whole lot of traffic I
21 don't think it would be safe for a bicycle. I mean you could be foolish and
22 try.
23

24 Kartchner: That's one of the areas where we would encourage, depending on your
25 skill level as a bicyclist of how you want to do that. I think we would
26 probably encourage most people if you're making that particular
27 movement to use the bicycle lane, come to this crosswalk here which I
28 have, I'm kind of trying to Hoover here and then enter the multiuse path
29 and then go along the multiuse path and then you would again cross here
30 and then get on this multiuse path and go along Triviz.
31

32 Waller: So there is a safe way to navigate that if ...
33

34 Kartchner: Absolutely.
35

36 Waller: There was traffic if you were a pedestrian or riding a bicycle.
37

38 Kartchner: Yes sir.
39

40 Herrera: Mr. Chair. If I can just add to that, on most local roads the speed limits are
41 15-20 miles an hour and that's considered perfectly acceptable speed for
42 there not to be a bike lane and a bicyclist to be in the lane, so with the
43 design speed of 15 miles an hour in a roundabout, that's acceptable for a
44 bicycle, even to be in the lane, if a person were to feel comfortable, even
45 according to NACTO and AASHTO. Thank you.
46

1 Kirby: I've got a question here. On your project limits map I believe I saw the
2 limit going down Wells Street all the way to Arrowhead. It might've been
3 Stewart Street, I'm not sure, but if you could elaborate, what's going on, on
4 whichever street that was all the way west to Arrowhead.

5
6 Kartchner: So when this project was initially started it was done I believe in 2010,
7 2011, there was a previous study that was done by a different consultant
8 which also examined this interchange and the recommended alternative at
9 that point and I don't know if I can scroll over that far, was to basically take
10 this roundabout that we have here, put it at Wells Street.

11
12 Kirby: Right.

13
14 Kartchner: And so what that did is it actually forced and it also required that Triviz
15 become a one way, basically an off ramp and that all traffic along Triviz
16 that uses it now be pushed onto Arrowhead Drive. As you are probably
17 aware, NMSU has actually changed their plans as to how they're
18 operating the roadways within NMSU and they are in the process of
19 closing Arrowhead Drive to vehicular traffic. And so probably within the
20 next year or two Arrowhead Drive will not be accessible to vehicular traffic.
21 And so that recommended alternative from the prior study wasn't
22 applicable anymore because that movement wasn't available. And so
23 when we started the project we wanted to make sure and study that initial
24 alternative that was recommended to see if it was still the best alternative.

25
26 Kirby: Right. Okay. Thank you.

27
28 Nunez: One more question. I was looking at this and seeing where you're coming
29 south and exiting the Interstate and it goes into the southern roundabout
30 there. And I saw how you diverted the trail and then you send them
31 across to the west and then back around. Any rate, I was thinking do you
32 have a way to force, to make sure they don't cut? Anyway I guess I'm
33 thinking of the one roundabout close to City Hall to the north where they
34 have the tubes and the handrails and such to force people, the
35 pedestrians that is, to cross at certain points. You guys plan on having
36 something like that there or not?

37
38 Kartchner: You can barely see it on here. There's this little line along here and so
39 because this is an interstate ramp it is access controlled and so there's
40 actually a chain link fence that won't allow a pedestrian to actually cross
41 the interstate ramps. We deliberately put the pedestrian crossings on the
42 local streets rather than the interstate ramps because we felt that those
43 were easier to control the speed on. One of the things that we've also
44 done on these roundabouts, and you can't really see it here, is all of these
45 roundabouts because of where they're located, they're designed to allow
46 for a large semi-truck to utilize them, but in order to do that you end up

1 with really really wide lanes so that a truck can make those turning
2 movements. So we've actually come in here and I'll try to zoom in and
3 show you on location. So we've put in a curb along here that'll be raised
4 along this point so that regular cars fill that confine-ness but a truck could
5 actually bump up on that and use it for their turning. So that was one of
6 the ways that we're controlling speed through the roundabout.

7
8 Nunez: No, you answered it. Thanks.

9
10 Paz: One more question. So what happens to the Triviz Trail during
11 construction? How is that redirected or rerouted?

12
13 Kartchner: So the Triviz Trail during construction will actually have signs, I think the
14 first one is located at Missouri where we will say "Triviz Trail closed
15 ahead." Basically giving somebody if they're actually not just out for a
16 stroll on the Triviz Trail but using it as a mode of transportation, to know
17 that they need to cross to the sidewalk which is on the west side of Triviz
18 and use that through construction. The trail will remain open up until the
19 point where we have construction going on and then similar to what was
20 done on the Missouri bridge project, it'll just say "Trail Closed." They'll
21 have barricades, and we'll try to keep people from using it in those times.
22 But there'll be notification there and then also notification for pedestrians
23 at Triviz and University here telling them "Hey the trail's closed, use the
24 other side of the road."

25
26 Herrera: Mr. Chair. I don't have a question, but I have a comment. I think that
27 Molzen-Corbin of course they always do really good work for us but they
28 went above and beyond again on this project, especially with the outreach
29 effort, the televised public meetings and there's call in option and then I
30 think they took comments off Facebook.

31
32 Kartchner: Facebook and Twitter.

33
34 Herrera: Which I mean makes it really accessible to a lot of people, especially
35 people who maybe are using the path or sidewalks for transportation who
36 maybe don't have access to cars. Also I'd just like to throw a shout-out in
37 there that this is I think the first time that we've ever done Invision in this
38 state, the NMDOT that is, and so Jerry Paz who also works for Molzen,
39 kind of brought that idea up. I ran it by the District 1 staff and they were
40 on board and so it's really interesting to see how on board I guess the
41 DOT is becoming with sustainability and being aware for the impact that
42 we have and Molzen has helped us with that. So I think it's going to be
43 really exciting and looking forward to the project.

44
45 Kartchner: One thing along those Invision lines is that the NMDOT, we were kind of
46 all surprised, we've all known they've done sustainable practices

1 throughout, but we were amazed when we actually started rating them,
2 how many they do on a daily basis that we don't even think twice about,
3 it's just part of their standard operating procedures. Without really even
4 trying to do anything inventive or innovative on this project we could easily
5 get a silver rating. And so that speaks volumes to the sustainability
6 practices that they already have in place.
7

8 Curry: Mr. Chair. I have one more question. I'm sure you've noticed the massive
9 apartment complex that's gone in kind of right around there. Does that tie
10 in to Wisconsin Avenue? How do those people access? Because I'm just
11 thinking that's a lot of probably you know bike/ped. I mean they can use
12 the multiuse trail and the sidewalks and things like that, but have you kind
13 of taken into consideration that there's going to be a large influx of people
14 living there.
15

16 Kartchner: We have had lots of discussion on that new complex. From my
17 understanding is that that complex is designed with the hope that it's
18 mostly used by people that are taking classes at the new medical facility.
19 And so we've recognized that that will likely really increase the number of
20 pedestrians and bicycle users because they are so close together. There
21 isn't a specific midblock crossing at that location but because it is just on
22 Wisconsin, a pedestrian could go down Wisconsin which they've just
23 repaved and put sidewalks on, and then go along Triviz which will have a
24 new sidewalk, and then cross and access the multiuse path. And so
25 we've tried to accommodate that the best we can within our project limits.
26

27 Waller: One last question. What's the status of the multiuse path, the Triviz
28 multiuse path southwest of the north roundabout? Because it kind of goes
29 up towards University and Triviz, is that still going to be there? There's
30 going to be an access to it. It's not orphaned in other words.
31

32 Kartchner: Where?
33

34 Waller: If you go through the northern roundabout and you have the current
35 multiuse path that goes up towards the intersection at University and
36 Triviz, is that still going to be there?
37

38 Curry: That's the one you were just talking about.
39

40 Waller: I can see that the magnification.
41

42 Kartchner: Yes it'll still be there.
43

44 Waller: We have a way to go south under the underpass, under University, I was
45 just making sure that we still had a way to get to University.
46

1 Kartchner: Correct.
2
3 Waller: On the multiuse path.
4
5 Kartchner: Yes that path is remaining.
6
7 Waller: Okay. Great.
8
9 Pearson: So is there a path on the other side then? On the south side of University
10 to connect that?
11
12 Kartchner: There is not. That was, we initially had that. NMSU felt that because we
13 had this path underneath University Avenue and then to eliminate that
14 especially since we provided a buffered bike lane along this piece of Triviz
15 and the sidewalks that they didn't feel it was necessary.
16
17 Pearson: So somebody follows the multiuse path to the end there, what's the
18 expectation of the person in that, is they turn around and go back?
19
20 Kartchner: The expectation was that this path would remain as it is today so you
21 could cross here. I don't think it continues. I think it kind of dies at Locust
22 if I remember.
23
24 Pearson: It dies right there at University.
25
26 Kartchner: Right, but on University Avenue from the west if you're coming up
27 University, somewhere there's a multiuse, there's kind of a little gap in
28 there I believe, and so this was just to keep it whole so that at some point
29 that connection could be made in the future. We actually did discuss
30 eliminating it since we had this inner connection but we felt that it wasn't
31 the right thing to do.
32
33 Wong: But there is a new sidewalk on that south side of that south street.
34
35 Kartchner: Correct.
36
37 Wong: So as opposed to right now there's no sidewalk right there, but now you
38 can cross.
39
40 Kartchner: These are the sidewalks he's referring to. Anybody have any other
41 questions?
42
43 Pearson: Anything else? Okay, well thank you. That was very informative.
44
45 Kartchner: Thank you. Appreciate your time.
46

5.2 eSTIP presentation

Pearson: Okay our next item is 5.2, the eSTIP presentation.

ANDREW WRAY GAVE HIS PRESENTATION.

Herrera: Mr. Chair.

Pearson: Yes.

Herrera: Not a question but a comment. If you'll notice on the screen it says at the bottom "Map coming soon." So this one obviously there's no map because its transit, but the nice thing about the projects now is that they're all mapped so you have a visual representation of where the project is in the MPO area which I think is really cool. You can go to the top Andrew and search for the county I think.

Wray: That would be faster.

Pearson: It's really fast.

Wray: We'll be topical. And there it is.

Herrera: And so that's really useful. I mean we all kind of know what it is down here, but somebody from Santa Few was looking at it or you know at the legislature they like to ask questions of what's in our district, well now they have visuals of where some of the projects are.

Pearson: From the reconstruction projects, it's mile marker 7 to mile marker 23, well where is that?

Herrera: Exactly. Especially if you're along I-10 or something and so it's helpful.

Wray: And so just to follow-up on Mr. Chair's point, you will note that the project is here especially on I-25 a lot longer than the actual work on the ground but that's because the map is drawn listed milepost to listed milepost so that's going to be a common feature of the maps on the eSTIP is that the listed project area's probably going to be larger than the work that's going to take place on the ground. Are there any other questions or comments?

Pearson: So overall this must be must be a good labor saving for the state and save time on the MPO side too. Well it's probably going to be about the same but it's hopefully going to ease up on a lot of the technical hurdles that we experience with the database shell kind of as time went on the code and the shell would get kind of worn down and ragged and soft where it tends to and especially towards the end of a TIP, we would be getting a lot more

1 export and import errors and kind of a lot of stress and grey hair and torn
2 out hair, so we're hoping that this will ultimately be an improvement in that
3 regard. I won't lie, there have been some teething issues in the
4 development of this but we're all really optimistic that this is going to be a
5 good thing going forward.

6
7 Pearson: Okay. Anybody have any questions? Seeing none. Thank you.

8
9 **5.3 MPO Bylaws Revision**
10 **REMOVED FROM THE AGENDA, SEE PAGE 2.**

11
12 **5.4 Public Participation Encouragement Strategies**

13
14 Pearson: Okay, our next item is public participation encouragement strategies.

15
16 McAdams: Mr. Chair. This was requested by one of the members of the BPAC and
17 we'd like to open it up to discussions for preliminary discussions and for
18 maybe continuing discussion later.

19
20 Pearson: Okay. It was brought forward. James had a comment that we didn't really
21 expand on so this is our opportunity to expand on it. One of his things he
22 had talked about is why we meet only in this building rather than split it
23 between the City and the county. I guess for historical reasons there's a
24 Planning and Zoning Commission meeting at the City, so rather than
25 trying to conflict with that and being bumped around and moved around,
26 we decided to always meet in this building. If we want to change that, the
27 meetings are set by the Policy Committee, so if we wanted to make any
28 changes, what would be the procedure?

29
30 McAdams: There would have to be a recommendation from the BPAC and that would
31 go before the Policy Committee to be adopted.

32
33 Pearson: Okay. So we could do that at any time. We don't have to wait till next
34 January.

35
36 McAdams: That is correct.

37
38 Pearson: Okay. Why don't you go ahead James.

39
40 Nunez: I think it stemmed from basically we've had a number of what we call
41 workshops and we had great turnout. And we've even hosted those at the
42 City which is great. But I just noticed over the last year or so that we've
43 only had a few guests, so that's why I suggested and then I heard some of
44 the comments, the ones you just mentioned, the contrasting meeting. In
45 my opinion I don't know that we need to meet on a Tuesday in February.
46 But any rate, I don't want to jump around, try to cover everything. I'm just

1 trying to maybe tackle two things at once. I mean in my opinion I
2 understand that the Policy Committee and TAC also meet six months here
3 and then six months at the City. And then so I didn't realize that they did
4 that until I started asking. I didn't know how hard it would be for us to do
5 the same thing. So that's why I opened this up or suggested we discuss
6 this. Then I heard the reason that you just mentioned Mr. Chair but I'm not
7 sure that that would solve the issue of getting more involvement in this
8 meeting.
9

10 Pearson: Part of that history goes back to before the new City Hall. Now it's not so
11 new any more, but at that time there was essentially one meeting area in
12 the City. Now you've got the upstairs conference areas so it seems to me
13 that it would be feasible, it's something that could be investigated if we
14 wanted to, to have our meeting up there for half the year.
15

16 Herrera: Mr. Chair.

17
18 Pearson: Yes.
19

20 Herrera: So just to add my two cents here. So I'm also on the TAC Committee and
21 I attend the Policy Committee meetings. And so what they've tried to do
22 with Policy Committee going back a few years is they wanted more public
23 participation so they moved the meetings from after work to 1:00 p.m.
24 hoping that maybe more people could come and still nobody comes. The
25 same attack. It doesn't matter if we're here or we're at the City, the public
26 doesn't show up unless there's something on the agenda that they're very
27 passionate about or that they have very strong feelings about. So
28 although I appreciate the opportunity to investigate moving the meeting, I
29 don't know if that's really the solution to getting more participation.
30

31 Pearson: Yes, I think our participation success has been the work sessions where
32 we have a specific topic and we're specifically inviting the public to come
33 and give us their opinions rather than today when we have two
34 opportunities for public comment and nobody comes.
35

36 Billings: Mr. Chair. I think a part of why that meeting probably isn't getting anyone
37 is because it's at 1:00 which I go to school, everyone works, who can
38 make a 1:00 meeting. And 5:00 is even difficult for a lot of people
39 because a lot of people aren't off work until 5:00 or 5:30. So that could be
40 an element of it. But a lot of things I think we just don't get the meeting out
41 to a lot of groups that might be interested. The meetings where there's
42 something that people are catalyzed by I think they're usually people who
43 are otherwise paying attention, and maybe we would be able to do
44 something where we get out that we have these meetings to more people
45 and that this committee exists to more people who are not necessarily like
46 hard core cyclists but people who are actually commuting. So I don't know

1 where that would be but it might be an idea. Because I think a lot of
2 people just don't know this exists.
3

4 Nunez: That's fine. I'm not sure I'm ready to make a motion or anything to that
5 effect. We can hold off maybe a few more months and come up with
6 some other ideas. Really thinking outside the box and we just mentioned
7 the two locations, you know there's still the university too and there are
8 other places, but I guess I'm pretty happy that we have had involvement in
9 our workshops or whatever. So I don't have the answer, but at least I
10 understand a little bit more and I think we should maybe address this
11 again. I think we could and should have a meeting at the university and
12 even a couple at the City, that's just my opinion but I'll hold off on making
13 a motion at this time.
14

15 Paz: Mr. Chair. A couple comments. What about using social media as a way
16 to gain public input or, because that was one of the successes that was
17 talked about during the DOT project and I think that's why they had
18 overwhelming feedback. How do we make that an option for this panel?
19 Other considerations, I think public meetings need to be incentivized, like
20 what can we do to give or teach or showcase something, kind of bring
21 people out here. If we give helmets away or do bicycle workshop or free
22 tires or helmets or lights or something like that might get people out here
23 as well because we have no reason really for them to come out here on
24 Tuesday and stay two hours for a meeting. I don't think we're really
25 swinging that deal. I mean I'm just being frank. If I was not working for
26 the county and I wasn't a planner, I probably wouldn't come to these
27 meetings. Like that's just a reality. But I know other MPOs really kind of
28 champion, giving out things or giving out maps or just kind of showcasing
29 the bicycle and pedestrian kind of lifestyle differently. That might be a way
30 to kind of gain more of an audience base rather than create interest for a
31 meeting.
32

33 Billings: I think the idea of using social media is great. I've had a lot of good
34 success in other groups I'm involved in. Streaming meetings on Facebook
35 because that makes it lot more accessible for a lot of people who for
36 whatever reason can't make it to the meeting, they can watch it and then
37 maybe we can look at that somehow.
38

39 Waller: Might I also suggest, maybe this is already being done, apologize if it's
40 already being done, but communicating this at the local bicycle shops and
41 where do cyclists go? They go to places like Milagro. Wherever the
42 cyclists are going, advertising there.
43

44 Curry: I think beer is the answer.
45

1 Pearson: Sammy talked about what other MPOs are doing. Like there's the MPO
2 quarterly meeting. Do you gather any information, ideas like that from
3 those meetings or could you?

4
5 McAdams: We could definitely solicit those ideas from other MPOs. But the MPO
6 quarterly is mainly for in-house stuff, bureaucratic to say, but I'm sure that
7 we could address that and bring that up as agenda item if you'd like to do
8 that, or at least discuss it informally with other MPOs, what are you doing
9 with your bicycle and pedestrian committee to elicit ...

10
11 Pearson: Because public participation has to be a problem at any MPO.

12
13 McAdams: I think what Ms. Herrera said it exactly correct, most citizens, they're
14 interested you know things they can see in front of them and things that
15 are specific. I think what we do is sometime very indirect sometimes and
16 people get lost sometimes in the process. I think the idea about social
17 media is a great one and I think we can certainly look into that.

18
19 Curry: Mr. Chair. Can I jump in here? I know that Velo Cruces does a great job
20 of doing this already, but I don't know, you know even within the MPO of
21 just maybe highlighting some of the points that we are either going to be
22 talking about or even just you know that have been discussed so that
23 people know what kinds of things the BPAC talks about. So I think for
24 example there might've been people that would've been really interested
25 in the University/I-25 interchange but I mean yes I know that you put out
26 an agenda ahead of time, but if you don't know what that means, you
27 know something like - graphics really speak to people and if you saw
28 something on Facebook that graphically showed that map that Wyatt
29 showed us and said "Hey, this is what's coming up." Maybe people would
30 have a little bit more of a bite, but I also agree that you know two hours on
31 a Tuesday night after a day at work, people aren't going to hang out,
32 where as a work session, "Hey this is about me." People want it to be
33 about them. This is about me, this is about my voice and I can kind of
34 leave, come and go when I want to. But as this is very formal for the
35 general public to sit through two hours of this. So I don't know, I mean
36 maybe bite sized pieces. I don't know how you do that.

37
38 Herrera: Mr. Chair. If I can just add to that. I think a really easy way to maybe start
39 with some that is through the MPOs newsletter, sorry Dominic I'm adding
40 work, but you put out the newsletter monthly anyway so instead of just
41 putting you know the BPAC met, maybe highlighting some more of that
42 and then figuring out what the distribution list of that is and maybe we can
43 work with Maggie to get some ideas for how we can expand that
44 distribution list so they'll know what's happening, just an idea. Maybe low
45 hanging fruit.

1 Pearson: Okay. Well I think that's a good starting point. Any other comments?

2 3 **6. COMMITTEE AND STAFF COMMENTS**

4 5 **6.1 MPO Staff Update**

6
7 Pearson: Move on to committee and staff comments, MPO update.

8
9 McAdams: We have some good news. In the process of purchasing a bike repair kit
10 which will be installed at the Mesilla Valley Transit Center and we hope to
11 get delivery let's say two months. But that's on the way and it'll be similar
12 to the one that the bicycle repair stations at NMSU. And with this up we're
13 going to have a larger pump. We're going monitor that and see how well
14 that's received. As far as I know the reason why we use one at NMSU is
15 because it has no record of vandalism, it's very durable, we also bought
16 additional set of kits, repair, other things to replace some of the parts and
17 so we're looking forward to that. If it turns out to be very well received, we
18 would encourage further transit or other bodies to do that at their places
19 around the cities or in the county or the Town of Mesilla.

20 And in addition, I'll just say I know it's sort of old news from me to
21 you at last week, the Action Transportation Plan body met, the external
22 and internal and all the suggestions will be mulled over and put together
23 the next time we have the external and internal committees of the ATP.

24
25 Pearson: So did you pick a location for the bike repair?

26
27 McAdams: Yes. Well not particularly, it'll be at the Mesilla Intermodal Center.

28
29 Pearson: There's some bike parking there. You thinking near that so it'll be handy.

30
31 McAdams: We are temporarily looking at sites. I think that'll be a good one, but I think
32 one we want to look at, one is visible with video, you know security,
33 cameras etc. and one that we can, is visual for bikers too as well.

34
35 Pearson: Right.

36
37 McAdams: So you if, one thing is you guys can help us too is promote this. We're
38 trying to do a demonstration and also give us feedback from your groups
39 how they like it.

40
41 Pearson: Okay, well maybe once it's installed you can send a message out to the
42 Committee members so we can check it out. Do you have an install date
43 yet, or is it still?

44
45 McAdams: Not exactly. We have to go through our purchasing department to find
46 out. What we're looking at maybe a questionnaire or a placard near the

1 bike stand or repair station, if you'd like to make a comment please go
2 inside to the transfer center.
3
4 Pearson: Okay.
5
6 McAdams: That's it for the MPO report.
7
8 **6.2 Local Projects update**
9
10 Pearson: Okay, local projects updates. Start at the end with NMSU.
11
12 Kirby: No updates from NMSU.
13
14 Pearson: County.
15
16 Paz: Dona Ana County has a chip/seal project going on on Baylor Canyon
17 Road with I think it's a summer construction date. Really small project but
18 that would kind of it for us though.
19
20 Pearson: Mesilla.
21
22 Shepan: Nothing in Mesilla right now.
23
24 Pearson: City of Las Cruces.
25
26 Nunez: I talked to a couple of project managers about what they were designing
27 and Pioneer Park on Court Street, they're going to widen the sidewalk.
28 Telshor, updating the ADA ramps there at the hospital, on the south side,
29 they're going to head half a mile or so up adding ADA ramps, updating
30 those, and then Miranda is a complete reconstruction. And I didn't have
31 any other projects listed at this time.
32
33 Pearson: Okay.
34
35 Curry: Mr. Chair, Mr. Nunez. I just was wondering if you have any updates
36 around MacArthur Elementary School, Second Street I believe it is. It's
37 completely dug up. Do you have any idea what the timeframe is on that?
38
39 Nunez: Let me, I'm trying to envision where that's at. You said Second Street.
40
41 Curry: It's off Hadley.
42
43 Nunez: Oh they're redoing all those roads. I know the constructions going on,
44 what do you mean, how long they're going to be doing that?
45
46 Curry: What's the timeframe on that project?

1
2 Nunez: I don't have that. I can certainly look it up, but I would assume
3 approximately, they probably gave them a good as much as six months if
4 they're to do the work, if they're doing any utility work. You're right I did
5 see Second all torn up. I'm glad to finally see those, those roads were in
6 really poor condition. That's my estimate. I can report at the next
7 meeting, but I'm going to guess about six months.

8
9 Curry: Okay. Thanks.

10
11 Pearson: Okay.

12 13 **6.3 NMDOT Projects update**

14
15 Pearson: NMDOT.

16
17 Herrera: Thanks Mr. Chair. Just a couple of projects. There's an end in sight for
18 the Spitz/Solano/Three Crosses/US-70 project. We're still shooting for
19 end of April and it looks like we're going to be early, but let's just say end
20 of April to be safe. And we should be 100% done.

21 The other project that is not currently in construction but will be
22 soon is Valley Drive, so we went ahead and awarded the project for a total
23 of \$24 million. They're looking to get started probably May or June of this
24 year and it's going to be a long construction cycle on that one. I believe
25 we gave them 420 working days to try to bring the cost down some, so it's
26 going to be a long time.

27 And then as you already saw that Wyatt showed you the timeline
28 for the University/I-25 interchange, we're looking to go to construction on
29 that one late December, probably more like early 2019.

30
31 Pearson: Okay.

32 33 **6.4 Committee Members Update**

34
35 Pearson: Any Committee Members have comments?

36
37 Curry: Yes. Unfortunately I have four. So I'll try to be quick about them. I was
38 just reading back over past minutes and it said that you were going to do a
39 ranking, that you'd ranked the top five projects based on last meeting's
40 rating chart and you were going to rate them all. Did that happen and is
41 there any way that we can see that?

42
43 McAdams: We did rank them all from one to 18 and I thought that we sent that out to
44 the BPAC members.

45
46 Curry: Oh, maybe you did.

1
2 McAdams: But if not I can resend that list.
3
4 Curry: Okay.
5
6 McAdams: The ranking of the projects.
7
8 Curry: Okay. Thank you.
9
10 McAdams: Forgive me, because I thought we did.
11
12 Curry: Thank you and then you may have, just maybe that I didn't notice it. And
13 then along those lines, the CIP, did any of those projects get sent to get
14 put onto the CIP?
15
16 McAdams: We are in the process of doing that right now. We're trying to work with
17 the City staff, the Public Works, to try to incorporate that in the CIP.
18
19 Curry: Okay. Super.
20
21 McAdams: In the City's, and I think most of the cities but I guess we could work with
22 the county on if they're willing to do that too.
23
24 Curry: Thank you. And then the next question's for Ms. Herrera. Do you have
25 any news on the TAP funding?
26
27 Herrera: Yes, actually we just had a staff meeting this morning. So they're updating
28 the guides right now for TAP, Rec. trails, and CMAQ Flex which is
29 Congestion Mitigation Air Quality and it's a flexible category. I'll have
30 similar eligibilities to TAP, so it's another funding source available for local
31 governments to apply for. So we should have the guides finalized and out
32 by the end of April looking for a call for projects anytime after April to be
33 completed by I believe the end of October is going to be the deadline.
34 And so we'll leave it up to the MPO staff to come up with a timeline on that
35 on when they want applications, but that should be forthcoming.
36
37 Curry: Thank you. Do you happen to know if Safe Routes to School will be
38 included in that since it's kind of slightly different than the normal?
39
40 Herrera: It will still be eligible under TAP, but it won't be its own separate funding
41 category.
42
43 Curry: That's great. Thank you. And then my final one is, when the active
44 transportation planners were here, the tool design group people were
45 here, we were looking a lot at the maps and I did meet with Mr. Wray
46 briefly and we were just talking about the possibility of the MPO updating

1 the maps to have the laterals specified whether they were above ground
2 or below ground because when we're out riding, I was out with the planner
3 and we were out, it's hard to know planning a route if the irrigation ditches
4 are above ground or below ground. Like the one that goes through
5 Central's Elementary parking lot for example. So is that something that
6 we could possibly put on to the MPO to update the maps or work with
7 EBID?
8

9 Wray: Mr. Chair, Ms. Curry. I spoke with EBID staff after we had that
10 conversation that day. They do not track that per se, neither mapping nor
11 by listing. It would be a process of weeks for them to assemble that
12 information. MPO staff determined that that would be an inappropriate
13 thing for us to request for them kind of on a general broad-brush basis
14 given the amount of work that we would be asking them to do. So staff's
15 opinion is that that is the sort of project that needs to be done specifically
16 on a case-by-case basis. If something comes up then we can ask EBID
17 for the information and they can get that for us relatively quickly rather
18 than asking them to do a systemic review which would be an
19 unreasonable request under the circumstances for us to make to them.
20

21 Curry: Okay. Thank you.
22

23 Pearson: But I think we've talked about revisiting the bicycle priorities plan, is that
24 part of the Transportation Plan update that's coming up or what are the
25 thoughts on looking at that?
26

27 McAdams: Mr. Pearson. I think it'd be best time to look at when we look at the MPO
28 update. But also we're kind of waiting for some of the findings for the ATP
29 and we'll incorporate, some of the ATP that's appropriate. And then to the
30 MTP. If there's any thing pressing, we have TAP projects, etc., we'd be
31 glad to amend it, but I think the best time to look at that is when we update
32 the MTP which is coming up very soon.
33

34 Pearson: Okay.
35

36 Waller: I have a question for Jolene regarding the Valley Drive project for \$24
37 million. That goes north into Dona Ana County north of Mayfield, is that
38 correct?
39

40 Herrera: No. The limits are from Picacho to Avenida de Mesilla.
41

42 Waller: Oh, okay. Got you.
43

44 Pearson: And around the corner too.
45

46 Herrera: Oh yes, to what's that road by McDonald's. Hickory.

1
2 Waller: Okay. Thank you. And there are allowances for bicycle facilities.
3
4 Herrera: Yes, there's a buffered bike lane.
5
6 Waller: Okay. Great. Can't do any better than that I don't think.
7
8 Pearson: Okay.
9
10 Billings: Oh wait I had one more. So I just remembered one. A couple of meetings
11 ago we talked about a crosswalk on Valley and whether or not that was at
12 all possible right on Valley across from Caliches. It's really dangerous.
13 Every time I've driven there there's been like four people just in the road.
14 Did we every do anything like ask anything about that?
15
16 Herrera: Yes, I did follow up with the design engineer and in general at the DOT
17 and probably other agencies we don't encourage mid-block crossing,
18 especially not four lanes of traffic and we also determined that because of
19 the proximity of the signal down the road is less than half a mile, that that
20 is within the realm of not adding a mid-block crossing. So although we
21 can't stop people from running across the road, we're not going to
22 encourage them to do so at a non-lit intersection.
23
24 Billings: That makes a lot of sense. Would it be possible at all to get some kind of
25 signage, I don't know there exists a "People are going to walk in front of
26 you sign" but some kind of signage to warn drivers that that happens
27 there. I don't know if that exists.
28
29 Herrera: I'll look into it.
30
31 Billings: Thank you.
32
33 Pearson: When the project's completed there's going to be median there which will
34 improve safety from current free form.
35
36 Herrera: Yes, that's true. Well and I mean there's buffered bike lanes and not that
37 we ever encourage people to run across the road but, yes, that definitely
38 will add some at least buffer zones for a person that chooses to do that.
39
40 Pearson: Okay, well I was going to ask about the TAP and mostly answered that.
41 You mentioned the CMAQ, is that, because prior CMAQ funding was only
42 available to Albuquerque? So can you explain the CMAQ a little more?
43
44 Herrera: Sure. So there are two categories of CMAQ funding; one of them is called
45 mandatory and one of them is flexible. So the mandatory as its name
46 implies is only for areas in the state that are deemed nonattainment for an

1 air quality indicator. So it can be dust or CO2 or NOx, one of those
2 indicators.
3
4 Pearson: That's only Albuquerque right now?
5
6 Herrera: Albuquerque and El Paso. Albuquerque is in attainment now according to
7 EPA standards and so they no longer receive CMAQ mandatory funds
8 which means we can take that balance and flex it to other areas of the
9 state now. So El Paso still gets their allocation of CMAQ mandatory funds
10 because they're in non-attainment but the rest of the state is now eligible
11 for the CMAQ flex.
12
13 Pearson: Okay, so that's going to be a separate pot from the TAP monies?
14
15 Herrera: Yes.
16
17 Pearson: So a separate application process and separate guidelines?
18
19 Herrera: It's similar application process. It's actually going to be almost identical to
20 the TAP application, there just will be a couple of different questions, but
21 separate pot of funding. So I want to say it's at \$4 million a year so that's
22 just adding more funding that's available.
23
24 Pearson: Okay. So if say the City has a project that could qualify for both, do they
25 apply for both?
26
27 Herrera: I think that they have to be strategic about it and whichever one it fits into
28 better they could apply for both, but the committee who looks at the
29 projects is probably going to be same committee, so they'll be looking at
30 that and they won't be awarding both pots of funding to one project.
31
32 Pearson: Right. Okay. Anybody else?
33
34 Herrera: Mr. Chair. I just have one other comment. So I don't know if I've told this
35 body, but the NMDOT is updating our Tribal Local Public Agency
36 Handbook which is basically the guidebook that the locals use once they
37 receive Federal funds to get through the process. The last time that we
38 updated it was in 2014, so it's quite out of date. I'm actually the chair of
39 the committee doing that update so we've hired Bohannon Huston to help
40 us with that. All of the material is written, so right now they're editing and
41 formatting. We should have an updated book out for the agencies by
42 June of this year. And following that release we will have training around
43 the state for the LPA process. And I would recommend that any entity
44 who is going to apply for TAP or Rec. Trails or CMAQ funds to attend the
45 training because there's a lot of requirements that go along with Federal
46 funds. So I'll make that announcement again once we have dates. And

1 when we do release the manual I'll make sure there's a link on the MPO
2 website. But I just wanted to let everybody know that we're in the process
3 of doing that.
4

5 Pearson: Okay. And reminded me of one other question. Statewide bicycle plan,
6 do you have any information on the process status?
7

8 Herrera: Yes, so our internal bicycle/pedestrian/equestrian coordinator will be going
9 out to the NMDOT districts in the next two weeks to get their buy in on the
10 plan and then we should be releasing a draft I think by the end of March,
11 early April is what I heard. Don't quote me on that. I'll check on it for you.
12 But it's going to be in the next couple of months that we'll have a draft.
13

14 Pearson: Okay. Thank you.
15

16 **7. PUBLIC COMMENT**

17
18 Pearson: Next chance for public comment? Anybody from the public wish to say
19 anything? Hearing none.
20

21 **8. ADJOURNMENT (6:22)**

22
23 Pearson: We'll move on to adjournment.
24

25 Curry: I put forth a motion to adjourn.
26

27 Shepan: Second.
28

29 Pearson: We have a motion and second. All in favor "aye."
30

31 MOTION PASSES UNANIMOUSLY.
32

33 Pearson: Thank you.
34
35
36
37
38

39 _____
Chairperson



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MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION BICYCLE AND PEDESTRIAN FACILITIES ADVISORY COMMITTEE ACTION FORM FOR THE MEETING OF April 17, 2018

AGENDA ITEM:

5.1 FY18-23 Transportation Improvement Program Amendments

ACTION REQUESTED:

Review and recommendation for approval to the MPO Policy Committee

SUPPORT INFORMATION:

Email from Jolene Herrera, NMDOT

DISCUSSION:

On June 14, 2017, the MPO Policy Committee approved the 2018-2023 Transportation Improvement Program (TIP)

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

CN	FY	Agency	Project & Termini	Scope	Change
LC00350	2019	NMDOT	Salopek Road – 0.01 Miles west of NM 478 to Snow Road	Construct new railroad crossing warning flasher lights and gate arms	New Project
LC00300	2019	NMDOT	US 70 – Elks to Del Rey	Pavement preservation	Dual fund the project with FY2020 – No change in project total
LC00290/ LC00291	2019 & 2022	NMDOT	University Multimodal Project near Zia Middle School	Safety project to improve multimodal safety along the corridor	New Projects Design: LC00290 - 2019 Const: LC00291 - 2022
LC00250	2018- 2019	NMDOT	University – I-25 Interchange	Interchange reconstruction	New Project Total \$41,250,000 New termini: I-25 MP 0.5-2

This amendment will not affect any other projects currently listed in the TIP.

From: Herrera, Jolene M, NMDOT <JoleneM.Herrera@state.nm.us>
Sent: Tuesday, April 10, 2018 1:45 PM
To: Michael McAdams; Andrew Wray
Cc: Chavarria, Aaron, NMDOT; Contreras-Apodaca, Gabriela, NMDOT
Subject: NMDOT TIP Amendment request

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon,

Below are the NMDOT requests for TIP Amendments:

Salopek Road RR crossing project- LC00350

FFY: 2019

Location: SALOPEK ROAD, MESILLA PARK-RAILROAD CROSSING 019726S

Amount: \$250,000 (RR Crossing-Protective Devices-HSIP)

Scope Description: CONSTRUCT NEW RAILROAD CROSSING WARNING FLASHER LIGHTS AND GATE ARMS

Termini: SALOPEK ROAD-0.01 MILES WEST OF NM 478 to Snow Road

Change in TIP: Add new project

How the project meets adopted safety targets: This project is to improve safety of railroad/highway crossings. This is not a specific safety target but an area the NMDOT routinely checks and implements projects as needed, prior to safety concerns being raised.

US 70 Pavement Preservation Project – LC00300

FFY: 2019

Location: US 70 MP 149.8 - 151

Amount: \$5M

Termini: Elks Drive to Del Rey Blvd

Change in TIP: Dual fund the project with FY2020; FY2019: \$2M, FY2020: \$3M, no change to project total

How the project meets adopted safety targets: By improving the quality of the roadway, upgrading bridge elements, and improving pedestrian safety by upgrading ADA ramps at the intersection.

University Multimodal Project – LC00290/LC00291

FFY: 2019 (design-LC00290) 2022 (construction-LC00291)

Location: University Avenue near Zia Middle School

Amount: design: \$850K, construction \$5M

Termini: NM 28 to NM 478, 1.4 miles

Change in TIP: Add new projects for design and construction

How the project meets adopted safety targets: This project will improve multimodal safety along this corridor and potentially help to meet the goal of reducing non-motorized serious injuries and fatalities.

University/ I-25 Interchange Project – LC00250

FFY: 2018/2019

Location: I-25 MP 1-2, bridge # 6823

Amount: FY2018: Design \$2,375,000, ROW \$555,481, Construction \$17,350,000; FY2019: Construction: \$9,000,000

Termini: MP 1 – 2

Change in TIP: Increase funding as follows: FY2018 Construction \$17,975,000, City funds: \$1.25M; FY2019 Construction \$22,025,000, Construction Engineering \$325,000, New project total: \$41,250,000.

Amend termini to I-25 MP 0.5 – 2, add secondary routes as follows: Triviz Blvd From Stewart St to Wisconsin Ave, University from Triviz and Las Alturas.

How this project meets adopted safety targets: This project will improve multimodal safety around this area by providing more direct access and potentially help to meet the goal of reducing non-motorized serious injuries and fatalities. Additionally, the project will provide direct access to NMSU from I-25 which will reduce the number of crashes on I-25 and meet the goal of reducing serious injuries.

Please let me know if you have any questions.

Thanks,

Jolene Herrera

Urban & Regional Planner

NM Department of Transportation

750 N. Solano Dr.

Las Cruces, NM 88001

C. (575) 202-4698



METROPOLITAN PLANNING ORGANIZATION

SERVING LAS CRUCES, DOÑA ANA, AND MESILLA

P.O. BOX 20000 | LAS CRUCES NM | 88004
PHONE (575) 528-3222 | FAX (575) 528-3155
<http://mesillavalleympo.org>

MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION BICYCLE AND PEDESTRIAN FACILITIES ADVISORY COMMITTEE ACTION FORM FOR THE MEETING OF April 17, 2018

AGENDA ITEM:

5.2 Approval of FY19-20 Unified Planning Work Program

ACTION REQUESTED

Review and recommendation for approval to the MPO Policy Committee

SUPPORT INFORMATION:

Attached is the current draft FY19-20 Unified Work Program (UPWP.)

DISCUSSION:

The UPWP is a biannual document that outlines the planning activities that Mesilla Valley MPO Staff will undertake over the next two Federal Fiscal Years (October 1, 2018 -September 30, 2020.) The UPWP also includes a budget allocating staff time and funds to accomplishing the tasks. The UPWP must be in compliance with the Metropolitan Transportation Plan.



Mesilla Valley Metropolitan Planning Organization

Unified Planning Work Program

**Federal Fiscal Years 2019 & 2020
(Oct. 1, 2018 through Sept. 30, 2020)**

Approved June XX, 2018

Mesilla Valley Metropolitan Planning Organization
CITY OF LAS CRUCES
700 North Main, Las Cruces, New Mexico 88001-1120
(575) 528-3225-telephone (575) 528-3155-fax <http://mesillavalleympo.org/>.

Mesilla Valley Metropolitan Planning Organization

Councilor Jack Eakman, City of Las Cruces -Chair of the Policy Committee
Commissioner Ben Rawson, Doña Ana County - Vice Chair of the Policy Committee
Trustee Linda Flores, Town of Mesilla
Mayor Nora L. Barraza, Town of Mesilla
Commissioner Isabella Solis, Doña Ana County
Councilor Gill M. Sorg, City of Las Cruces
Councilor Gabriel Vasquez, City of Las Cruces
Commissioner Kim Hakes, Doña Ana County
Trustee Carlos Arzabal, Town of Mesilla
Trent Doolittle, District Engineer, NMDOT

Contributing Staff:

Tom Murphy, MPO Officer
Andrew Wray, Transportation Planner
Michael McAdams, Transportation Planner
Dominic Loya, Senior Planning Technician

Special Thanks for Providing Data or Comments:

MVMPO Technical Advisory Committee (TAC)
MVMPO Bicycle and Pedestrian Facilities Advisory Committee (BPAC)
Federal Highway Administration – New Mexico Division
Federal Transit Administration Region VI
South Central Regional Transit District (SCRTD)
NMDOT Transportation Planning and Safety Division
NMDOT Transit and Rail Division
NMDOT District 1

This report was funded in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation. The views and opinions of the authors or agency expressed herein do not necessarily state or reflect those of the U. S. Department of Transportation.

Mesilla Valley Metropolitan Planning Organization and the City of Las Cruces fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form, please contact the MVMPO Title VI Coordinator at (575) 528-3225-tel. (575) 528-3155-fax or email mpo@las-cruces.org or visit our website at <http://mesillavalleympo.org/> .

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- F. Funding Sources for Transportation Planning Activities
- G. Planning Factors Under Federal Law
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II. WORK PROGRAM TASKS

Task 1 - Program Support and Administration

This consists of activities necessary for the administration, management, and operation of the MPO. This includes basic overhead, administrative costs, UPWP development, budget and financial management, annual and quarterly reports, general public participation, and public information.

- 1.1 Program Management and Administration
- 1.2 UPWP and Quarterly and Annual Reporting
- 1.3 Public Participation Plan and Title VI Plan and Monitoring (includes Environmental Justice)
- 1.4 Website and Other Communications
- 1.5 Staff Training and Professional Development
- 1.6 Board Member Training
- 1.7 State and Federal Coordination

Task 2 - Transportation Improvement Program (TIP)

This task covers the development, monitoring and management of the Transportation Improvement Program which implements transportation projects through federal, state and local funding programs.

- 2.1 TIP Development
- 2.2 TIP Management
- 2.3 Annual Project Listing and Obligation Report

Task 3 - General Development and Data Collection/Analysis

This consists of general planning activities, data collection, socioeconomic projections, mapping services, orthophotography, travel demand/traffic forecasting, development review, and local assistance.

- 3.1 Traffic Counting and Reporting
- 3.2 Population and Land Use Data Collection
- 3.3 Travel Demand Model Maintenance
- 3.4 Software Upgrades
- 3.5 Highway Functional Classification Review and Update
- 3.6 GIS Data Development, Database Management and Analysis
- 3.7 Development Review
- 3.8 Planning Consultation & Local Transportation Planning Assistance

Task 4 - Transportation Planning

This includes the development and monitoring of the long-range Metropolitan Transportation Plan (MTP), travel forecasting, coordinating with the state's long-range transportation plan and other studies. It also includes corridor studies and other sub-area studies.

- 4.1 Metropolitan Transportation Plan (MTP)
- 4.2 Safety Analysis and Planning
- 4.3 Safe Routes to School
- 4.4 ITS- Intelligent Transportation Systems Planning
- 4.5 Land Use/ Transportation Integration
- 4.6 Committee Meetings
- 4.7 Regional Transit District

Task 5 - Special Studies and Miscellaneous Activities

This task covers transportation planning activities that do not fall under the categories above.

- 5.1 Regional Leadership Consortium
- 5.2 Transportation Asset and Safety Management Plan/Performance Measure Implementation
- 5.3 Participatory Mapping
- 5.4 Short Range Transit Plan
- 5.5 Las Cruces-El Paso Commuter Rail Study

APPENDICES

- Appendix A – Budget Summary by Task
- Appendix B – Mesilla Valley Metropolitan Planning Area Map
- Appendix C – Status of Findings from the 2012 Planning Process Review
- Appendix D – UPWP Adoption Resolution
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I. INTRODUCTION

This Unified Planning Work Program (UPWP) is a mechanism for listing and organizing the Mesilla Valley Metropolitan Planning Organization's transportation planning activities that will be undertaken during the time period covered. This document was developed in accordance with the Fixing America's Surface Transportation (FAST) Act (Pub. L. No. 114-94) that was signed into law by President Obama on December 4, 2015 federal regulation 23 CFR 450 and FTA Circular 8100.1C.

A. MVMPO General Overview

The Mesilla Valley Metropolitan Planning Organization (MPO) has been in existence since 1982, originally under the name Las Cruces MPO. The MPO was created under a Joint Powers Agreement (JPA) signed by the City of Las Cruces, Doña Ana County, and the Town of Mesilla. The JPA was most recently updated in 2013. The JPA designates the City of Las Cruces as the fiscal agent for the MPO. The MPO is supported by a permanent full-time staff of an MPO Officer, two planners, a senior planning technician and two part-time co-ops.

B. Transportation Planning

The MPO is a multi-jurisdictional agency responsible for transportation planning in Las Cruces, Mesilla and central Doña Ana County. Federal regulations¹ require the designation of an MPO to carry out a coordinated, continuing and comprehensive transportation planning process for urbanized areas with a population of more than 50,000. The Mesilla Valley MPO annually establishes project priorities for consideration by the New Mexico Department of Transportation (NMDOT) when programming transportation funds. The MPO is also responsible for planning all aspects of the transportation system, including roads, freight, bicycle and pedestrian facilities, and public transit.

Refer to Appendix B for a map of the Mesilla Valley MPO Planning Area.

C. Governance, Boards, and Committees

The MPO operates under the guidance of a Policy Committee which is comprised of nine elected officials plus the NMDOT District One Engineer. The elected officials are three City of Las Cruces Councilors, three Doña Ana County Commissioners, and three Town of Mesilla Trustees. The Policy Committee makes decisions to plan for the future transportation needs of the regions. The Policy Committee has two advisory committees: the Technical Advisory Committee (TAC), which makes recommendations to the Policy Committee regarding technical issues, and the Bicycle and Pedestrian Advisory Committee (BPAC) which provides recommendations for the planning of bicycle and pedestrian facilities within the MPO area.

¹ 23 USC 134(d).

D. Unified Planning Work Program Requirements

A Unified Planning Work Program (UPWP) must be developed by each MPO in cooperation with the state and public transportation operators² which identifies the work of the MPO over a one or two year period. The development of the UPWP is the joint responsibility of the MPO, State DOT, other state departments, public transportation operators and other planning and implementation agencies. The UPWP must identify work by major activity and task including those that address the planning factors in 23 CFR 450.306(a) which are listed in section G, below. Other requirements are that a discussion of planning priorities facing the metropolitan planning area must be included. This UPWP meets all federal requirements and covers a two year period.

The UPWP developed by an MPO must include:

- a description of the work to be accomplished;
- who shall perform the work for an activity/task;
- a schedule for completing the activity/task;
- resulting products of the activity /task;
- proposed funding by activity/task;
- a summary of the total amounts and sources of federal and matching funds³;
- identification of any incomplete work elements/activities carried over from previous fiscal years; and
- a summary of the work program that shows federal share by type of fund, matching rate by type of fund, state and/or local matching share and other state of local funds.

E. The UPWP Development Process and Opportunities for Public Input

The MPO staff develops the work program and budget for the next upcoming period in accordance with the following schedule. (Exact dates may vary by a few days.)

May 1 st Even Years	1 st Draft of UPWP to NMDOT Transp. Planning & Safety Div. (NMDOT TPSD), RoadRUNNER Transit, and South Central RTD
May 1 st Even Years	Proposed UPWP is posted online for Public Review and Comment. Begin 30 day public comment period.
May 31 st Even Years	MPO & NMDOT TPSD meeting on Draft UPWP
June 1 st - June 15 th	MPO staff revise proposed UPWP if necessary
Mid-June Even Years	Policy Committee votes on Approving UPWP Opportunity for Public Comment at meeting
July 1 st Even Years	MPO submits approved UPWP to NMDOT TPSD
Aug 1 st Even Years	NMDOT TPSD submits UPWP to FHWA-NM Division and FTA-Region VI for Review
Sept 1 st Even Years	FHWA-NM Division & FTA-Region VI comments on UPWPs to NMDOT TPSD
Sept 8 th Even Years	NMDOT TPSD submit final UPWPs (with changes, if any) to FHWA-NM Division and FTA-Region VI
Oct 1 st Even Years	Effective Date of UPWP - Beginning of Federal Fiscal Year

² 23 CFR 450.308(c)

³ 23 CFR 450.308(c)

The public may participate in the development of the UPWP in several ways. One way is to attend MVMPO's Policy Committee meetings which are held on a monthly basis and are open to the public. To learn more about these meetings, please contact Mr. Andrew Wray at (575) 528-3070 or email at awray@las-cruces.org. The public can also review the draft document during the 30-day public comment period. During this time, an electronic copy of the UPWP will be posted on the MVMPO website at <http://mesillavalleympo.org/>. Additionally, information in the *MVMPO Public Participation Procedures* can also be found at <http://mesillavalleympo.org/>.

Amendments to the UPWP are required periodically to accommodate new tasks, award of funding grants and changes in work priorities. Amendments are scheduled, if needed, on a quarterly basis with the approved UPWP amendment submitted to NMDOT TPSD on the last day of each Federal Fiscal Year Quarter (December 31, March 31, June 30 & September 30). Opportunities for public comment on UPWP amendments are available at any board meeting at which the item will be discussed. Agendas for all Policy Committee meetings are posted online at <http://mesillavalleympo.org/>.

F. Funding Sources for Transportation Planning Activities

Transportation planning efforts in the metropolitan area are financed primarily through federal funds. (FHWA Section 112 funds, FHWA State Planning and Research (SPR) grant funds, FTA Section 5303 funds.) Funds from local jurisdictions provide the required matching funds to receive the federal funds. Local funds also provide additional funds for transportation planning purposes. Occasionally, state funds or grants are used for general transportation planning. Special federal planning grants for specific programs are also utilized when the MPO is awarded these types of funds.

G. Planning Factors Under Federal Law

The newest transportation bill, Fixing America's Surface Transportation (FAST) Act (Pub. L. No. 114-94) continues the planning factors identified by the previous transportation bill Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). The planning factors as stated in MAP-21 are:

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

H. Planning Priorities for the Metropolitan Planning Area

The MVMPO planning priorities are established in its Metropolitan Transportation Plan, known in this iteration as Transport 2040.

Transport 2040 Goals:

1. Integrate land uses with well-connected transportation systems to develop an economic environment that provides timely access to a wide-range of jobs, services, education, and recreational opportunities.
2. Balance the built and natural environments to promote physical activity, social interaction, and the sustainable use of resources.
3. Provide a variety of transportation choices that serve all users through developing safe, reliable, and convenient transportation modes.

II. WORK PROGRAM TASKS

The MPO's work program tasks are described in this section and are organized as shown below. Funding sources for all tasks are included in Appendix A.

Task 1 - Program Support and Administration		
	1.1	Program Management and Administration
	1.2	UPWP and Quarterly and Annual Reporting
	1.3	Public Participation Plan and Title VI Plan and Monitoring (includes Environmental Justice)
	1.4	Website and Other Communications
	1.5	Staff Training and Professional Development
	1.6	Board Member Training
	1.7	State and Federal Coordination
Task 2 - Transportation Improvement Program (TIP)		
	2.1	TIP Development
	2.2	TIP Management
	2.3	Annual Project Listing and Obligation Report
Task 3 - General Development and Data Collection/Analysis		
	3.1	Traffic Counting and Reporting
	3.2	Population and Land Use Data Collection
	3.3	Travel Demand Model Maintenance
	3.4	Software Upgrades
	3.5	Highway Functional Classification Review and Update
	3.6	GIS Data Development, Mapping and Database Management
	3.7	Development Review
Task 4 - Transportation Planning		
	4.1	Metropolitan Transportation Plan (MTP)
	4.2	Safety Analysis and Planning
	4.3	Safe Routes to School
	4.4	ITS - Intelligent Transportation Systems Planning
	4.5	Land Use/Transportation Integration
	4.6	Committee Meetings
	4.7	Planning Consultation & Local Transportation Planning Assistance
	4.8	Regional Transit District
Task 5 - Special Studies, Plans, Projects and Programs		
	5.1	Regional Leadership Consortium
	5.2	Transportation Asset and Safety Management Plan/ Performance Measure Implementation
	5.3	Participatory Mapping
	5.4	Short Range Transit Plan

	5.5	Las Cruces-El Paso Commuter Rail Study
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Task 1 - Program Administration and Management

This Task consists of activities necessary for the administration, management, and operation of the MPO. This includes basic overhead, administrative costs, UPWP development, budget and financial management, annual and quarterly reports, general public participation, and public information.

Estimated Cost for Task 1 (includes all subtasks) =

FY 19	FY20	Total
\$76,780	\$77,271	\$154,050

1.1 Program Support and Administration

This task encompasses general administration and oversight of the MPO. Included in this task are: staff meetings, day-to-day MPO activities, review and revisions (if needed) of Metropolitan Transportation Board Bylaws and other similar administrative activities. This includes monitoring MPO progress in meeting scheduled deadlines in various state and federal policies, procedures and regulations.

Responsibilities: MPO staff and other agencies as necessary

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products:

Reimbursement Invoices are due the 25th day of the month following each FY quarter.

1.2 UPWP - Unified Planning Work Program and Quarterly & Annual Reporting

Monitor and revise, if necessary, the current UPWP. Develop the following UPWP for the next fiscal period. Prepare quarterly reports on the progress of main tasks and an annual report at the end of each Federal Fiscal Year.

Responsibilities: MPO staff and other agencies as necessary. For development of the next UPWP, RoadRunner Transit, and NMDOT will be involved.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Quarterly Reports	X			X			X			X			X			X			X			X		
Annual Perf. & Expen. Rpt.			X											X										
1 st Draft UPWP (FY 2019-18)																		X						
Revised UPWP to Policy Committee																				X				
Amend. UPWP (if needed)			X			X			X			X		X		X				X			X	

1.3 Public Participation Plan and Title VI Plan and Monitoring

Implement the *Public Participation Plan for the Mesilla Valley MPO* and monitor progress. Conduct surveys, online surveys, hold workshops and focus groups, utilize visualization techniques, and employ other methods to disseminate information and gather public input in the transportation planning process. Review the *Public Participation Procedures* (revise if necessary) prior to the development of the Metropolitan Transportation Plan.

Implement the *MVMPO Title VI Plan (contained within the PPP)* and monitor environmental justice issues. Assure that all communications and public involvement efforts comply with the plan. Prepare the Annual Title VI Report (refer to page 4 or *Title VI Plan*). Review the *Title VI Plan* prior to the quadrennial Federal Certification Review and prepare revisions if necessary. Resolve all complaints in accordance with the *Title VI Plan*.

Responsibilities: MPO staff and other agencies as necessary.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Annual Title VI Report			X												X									
Update Public Participation Plan																						X	X	X
Rev Title VI Plan/Quad Rev	This does not occur in the fiscal period of this UPWP																							
Resolution of Complaints	This task occurs if and when a complaint is filed.																							

1.5 Website and Other Communications

Produce the *Intersections* E-newsletter, maintain and update the MPO website and use other methods to disseminate information.

Responsibilities: MPO staff and other agencies as necessary.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Intersections E-Newsletter	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Establish social media presence for MTP revision		X	X																					
Website Maint & Update	This is an ongoing activity.																							

1.6 Staff Training and Professional Development

Staff will attend meetings, workshops, webinars, and conferences designed to enhance their technical and professional skills and promote coordination between the MPO and other professional staff and stakeholders.

Responsibilities: MPO staff.

Source of Funds: FHWA, FTA, Local Funds for Match, Local Non-Matching Funds

Representative Conferences, Training and Workshops

Attendance is dependent upon review of conference course/session offerings, conference costs, travel costs, conference location, employee work schedules and work load, etc. and may be subject to change. Other workshops and conferences may be attended by staff depending on funding availability and course offerings.

- ITS America
- Assoc. of Metropolitan Planning Organizations (AMPO) Conference
- American Planners Association (APA) Conference
- NM APA
- Smart Growth conference
- National Highway Institute (NHI) and National Transit Institute (NTI) courses
- Transportation Research Board (TRB) Conference
- VISUM modeling training
- a socioeconomic modeler's conference
- a pedestrian-bicycle planning seminar
- webinars hosted by APA, ITE and other agencies

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
MPO Quarterly Mtgs			x			x			x			x			x			x			x			x
Other Training	The schedule is dependent upon course offerings and staff work load.																							

1.7 Board Member Training

Board member training and workshops to educate policy board members and possibly other committee members as to their roles and responsibilities regarding the transportation planning process. Training subjects will include the topics listed below and others that become issues on state and national transportation issues.

Listing:

- Performance Measures Overview
- Agency Coordination in MVMPO region
- NMDOT Policy and Procedures Manual
- MTP update: Financial Plan, Current Conditions, Strategy Toolboxes
- Transit Performance Measures
- Role of local agencies in Transportation Planning Process
- TIP Policies and Procedures
- Safety Performance Measures
- Environmental Justice

Responsibilities: MPO staff.

Source of Funds: FHWA, FTA, Local Funds for Match, Local Non-Matching Funds

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Board and committee member training	x	x	x	x	x		x	x	x		x	x	x	x	x		x	x	x			x	x	

1.8 State and Federal Coordination

Staff will promote coordination among the Mesilla Valley MPO, other state MPOs, and State and Federal Transportation agencies.

Responsibilities: MPO staff, State and federal agencies.

Source of Funds: FHWA, FTA, Local Funds for Match, Local Non-Matching Funds

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Organ Mountain Desert Peaks National Monument transportation network (BLM)																								
Statewide MPO Quarterly			X			X			X			X			X			X			X			X
NMDOT D1 Coordination meeting	X	X	X	X	X		X	X	X		X	X	X	X	X	X	X		X	X	X		X	X
Other as needed	As needed												As needed											

1 st Q. Report	
2 nd Q. Report	
3 rd Q. Report	
4 th Q. Report	
End of Year Report – Supplemental, if needed	

Task 2 - Transportation Improvement Program (TIP)

This task covers the development, monitoring, and management of the Transportation Improvement Program (TIP) which implements transportation projects through federal, state, and local funding programs. The TIP spans a period of six years with the first four years constituting the federal TIP and the 5th and 6th year serving as informational years. The TIP must be fiscally constrained therefore; the total amount of funds programmed does not exceed the total amount of funding available.

Estimated Cost for Task 2 (includes all subtasks) =

FY 19	FY20	Total
\$19,195	\$19,318	\$38,513

2.1 TIP Development

Develop and adopt a list of projects to be funded with federal transportation funds and regionally significant projects funded with state or local funds. TIP development includes entering project information in the NMDOT eSTIP online reporting tool.

Responsibilities: All agencies through the TAC (Technical Advisory Committee), which is responsible for the development of the TIP with MPO staff input and facilitation.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Review TIP Policies & Proc.	X																							
TIP Proj. Proposals Subm.		X	x																					
1 st Draft FY 2020-2025 TIP					X																			
TIP for Public Review							X	X																
Policy Committee Aprv. FY 2020-25 TIP									X															
TAP Call for projects					x																			

2.2 TIP Management

Monitor the progress of projects in the TIP and their progress toward the timely obligation of funds. Revise the TIP to accommodate increased or decreased funding, to delay or advance projects as progress monitoring dictates. Revisions fall into two categories: TIP Administrative Modifications which are minor revisions and TIP Amendments which require approval by the Policy Committee. TIP management includes entering project information in the NMDOT eSTIP online reporting tool.

Responsibilities: MPO staff manages the TIP and processes TIP Administrative Modifications. TIP Amendments are processed upon recommendation and analysis of the TAC and BPAC. Local leads on TIP funded projects brief advisory committees on progress.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Progress Rpt fr Agencies	X	X	X	X	X	X	X	X					X	X	X	X	X	X	X	X				
TIP Admin. Modifications	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Quarterly TIP Amend.		X			X			X			X			X			X			X			X	
TIP for Public Review						X																		
Policy Committee Aprv. FY 2018-21 TIP							X																	
Existing project updates	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

2.3 Annual Project Listing and Obligation Report

In accordance with 23 CFR 450.332 the MPO shall prepare an annual report (no later than 90 days following the end of the program year) of the status of projects in that program year's TIP and the status of the obligation of the funds programmed in that year.

Responsibilities: MPO staff, NMDOT and other agencies as needed.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
1 st Draft Annual Proj Listing		X												X										
Final Annual Proj. Listing			X												X									

1 st Q. Report	
2 nd Q. Report	
3 rd Q. Report	
4 th Q. Report	
End of Year Report – Supplemental, if needed	

Task 3 - General Development and Data Collection/Analysis

This consists of general planning activities, data collection, socioeconomic projections, mapping services, orthophotography, travel demand/traffic forecasting, development review, and local assistance.

Estimated Cost for Task 3 (includes all subtasks) =

FY 19	FY20	Total
\$187,304	\$188,489	\$375,793

3.1 Transportation System Data Collection and Reports

Collect and process traffic data for routine monitoring of the transportation network, report data to NMDOT and conduct special traffic counts as needed. Counts are collected on all major roads in the MVMPO region for a total of approximately 600 count locations. (See Appendix E for count locations and cycle) Major Thoroughfare sections are counted once every three years and a sampling of local streets are counted on a ten-year cycle. All counts are reviewed to confirm they meet the Highway Performance Monitoring System standards of FHWA and the NMDOT.

Data collection is conducted system-wide as well as targeted locations and includes traffic counts, directional volume data, vehicle classification, bicycle counts, pedestrian counts, and intersection turning movements. Data is archived and logged into the traffic counts database and shared with local agencies for use in transportation planning activities. The Traffic Counts Program operates servers to receive traffic data from member agencies' ITS networks (including NMDOT-ITS). All reports and analyses are made available to member agencies and the general public. Historically, the traffic volume information gathered by MVMPO has been distributed via an annual static Traffic Flow Map. In future, MVMPO Staff intends to investigate the potential development of a dynamic web portal to distributed traffic volume data. Funds are managed each fiscal year to maintain a reserve of funding that allows for the timely replacement of the traffic counting vehicle (approx. every 5-6 years) and counter machines (approx every 10-15 years).

Special Notes: add as needed

Responsibilities: MPO staff and other agencies as necessary.

Source of Funds: FHWA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Conduct Traffic Counts	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Special traffic counts	Per local agency request																							
Quarterly Transmittal	X			X			X			X			X			X			X			X		
Annual Traffic Flow Map							x											x						
Develop bike lane reporting	x	x	x	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	x
Transit passenger reporting	X			X			X			X			X			X			X			X		
Develop dynamic web portal																								

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
As needed																								

3.5 Highway Functional Classification Review and Update

Review the current Highway Functional Classification and revise if necessary. Major changes to the Highway Functional Classification occur approximately 2-3 years after each US Decennial Census in accordance with federal procedures. However, new roadways and changes in roadway utilization sometimes require revisions to the system; these are conducted on an as-needed basis.

Responsibilities: MPO staff and other agencies as necessary

Source of Funds: FHWA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Functional Class Revisions	As needed.																							

3.6 GIS Data Development, and database management and analysis

Provide Geographic Information Systems (GIS) coverages and data in support of transportation planning within the metropolitan planning area. This includes GIS analytical and cartographic support for the MTP, TIP, ITS and CMP, system-wide, subarea and corridor technical studies, and maintaining systems maps.

Responsibilities: MPO staff and other agencies as necessary

Source of Funds: FHWA, FTA, Local Funds for Match, Local Non-Matching Funds

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
GIS Data Collection & Maint	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Update Google Transit Feed	As needed																							
Dynamic web portal	TBD																							

3.7 Development Review

The MPO will assist local agencies with reviews of development plans and traffic forecasts as requested. Plans will be reviewed for consistency with the MTP, TIP, and other pertinent planning documents and plans. MPO staff is a member of the CLC Development Review Committee (DRC).

Forecasts requested by developers must be brought to the attention of the MPO through one of the agencies. Furthermore, the MPO will not perform a Traffic Impact Analysis (TIA)

or Traffic Impact Study (TIS) for developers. Developers may obtain information the MPO has already compiled or collected.

Responsibilities: MPO staff and other agencies as necessary.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Development Reviews	As needed																							
DRC	Committee meetings scheduled weekly																							

1 st Q. Report	
2 nd Q. Report	
3 rd Q. Report	
4 th Q. Report	
End of Year Report – Supplemental, if needed	

Task 4 - Transportation Planning

This includes the development and monitoring of the long-range Metropolitan Transportation Plan (MTP), travel forecasting, coordinating with the state's long-range transportation plan and other studies. It also includes the Congestion Management Process (CMP), Intelligent Transportation Systems (ITS) planning, safety analyses, and other short to medium range planning activities.

Estimated Cost for Task 4 (includes all subtasks) =

FY 19	FY20	Total
\$76,780	\$77,271	\$154,050

4.1 Metropolitan Transportation Plan (MTP)

The Metropolitan Transportation Plan (MTP) forms the basis for all transportation planning and projects within the metropolitan planning area. The current MTP for the Mesilla Valley MPO is known as Transport 2040. The MTP covers all modes of transportation that may serve the current and future needs of the region. The plan conforms to federal regulations as set forth in 23 CFR 450. The MTP is updated every five years and may be amended, if necessary, as required.

Responsibilities: MPO staff serves as the lead. The development of the MTP is a cooperative effort by the MPO and its member agencies, NMDOT, and area transit agencies, with coordination and input from several other agencies such as: FHWA, FTA, "land use" planning agencies (i.e. municipal planning departments, US Bureau of Land Management, NMSU, local governments, and other agencies as necessary

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Public involvement meetings	X	X			X	X									x				X					
Staff research/ writing			X	X			X	X	X	X	X	x												
90% Draft MTP													X	X										
1 st Draft Public Review															X									
Final Draft Public Review																			X					
Public Comment Period																			X	X				
Policy Committee Approve MTP																				X				
MTP Amendments	Amendments are processed as necessary.																							

4.2 Safety Analysis and Planning

Develop, research, and analyze data to assist member agencies and the public with understanding crash information and transportation planning issues, including Performance

Measures required under the FAST Act, confronting the metropolitan region and identification of safety issues related to the transportation network. Explore the development of methodologies to estimate future crash data as well as economic impacts of crashes. This subtask includes maintaining consistency with the *NMDOT Comprehensive Transportation Safety Plan* (CTSP) and providing assistance to local member agency and health organization planning efforts and health impact assessments.

Responsibilities: MPO serves as lead in cooperation with NMDOT Transportation Planning and Safety Division and the UNM Division of Governmental Research

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Annual Crash Report							X	X											X	X				
Review NMDOT PM targets	X												X											

4.3 Safe Routes to School

The MPO participates in the Safe Routes to School Coalition in the Mesilla Valley led by the Las Cruces Public School District. The MPO adopted the Safe Routes to School Action Plan.

Responsibilities: Acts as participating member in coalition activities.

Source of Funds: FHWA, Local Funds for Match, Local Non-Matching Funds

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Amend SRTS Action Plan	As necessary.																							
Walk and Roll to School Day; Bike to School Week	x							x					x							x				
SRTS steering committee			x			x			x			x			x			x			x			x

4.4 Intelligent Transportation Systems (ITS)

ITS uses integrated systems to improve transportation safety, mobility, and traveler knowledge through the use of innovative technologies. The MPO coordinates the programming and deployment of ITS infrastructure and is responsible for maintaining the *Regional ITS Architecture* and updating the *ITS Implementation Plan*.

The MPO will collect data to monitor system-wide and link-based performance to investigate recurring and nonrecurring congestion. The CMP uses performance data to determine the cause and severity of congestion in the region. The CMP is used at various levels of planning and operational analyses such as the MTP, TIP and development of individual projects. The CMP is integrated into the metropolitan planning process and provides comprehensive information on the performance of the transportation system so residents, elected officials, and agencies can make informed decisions based on congestion levels and location appropriate strategies. This is an ongoing core activity of the MPO.

Responsibilities: MPO serves as lead in coordination with member agencies, regional transit providers and NMDOT.

Source of Funds: FHWA, FTA, Local Funds for Match, Local Non-Matching Funds.

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Amend Reg. ITS Arch.	As necessary.																							
CLC Traffic Management System Plan	TIGER grant pending																							

4.5 Land Use/Transportation Integration

The core policy of the Metropolitan Transportation Plan is to “achieve sustainability through coordinated Land Use-Transportation Planning”. Thus, the objective is to coordinate the expansion of the transportation system with regional land use planning. MPO staff will work on on-going basis with regional planning partners to influence decisions that implement this policy.

Responsibilities: MPO staff

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Planning consultations																								

4.6 Committee Meetings.

Public meetings of the MVMPO and its advisory committees are the foundation of the MVMPO Transportation Planning Process. The MVMPO is directed by the Policy Committee. Monthly meetings of the Policy Committee are held to review and take action on various transportation issues in the urban area. The Policy Committee has established two advisory committees. The Technical Advisory Committee (TAC) is made up professionals from member governments and other agencies that are regional planning partners for the transportation system. The TAC also serves as the Transportation Asset and Safety Management (TASM) Leadership Committee. The Bicycle and Pedestrian Facilities Advisory Committee is made up of citizens interested in bicycle and pedestrian issues and staff from the CLC, DAC, TOM, and NMDOT. Both committees provide advice to the Policy Committee and allow for more public participation.

Responsibilities: MPO staff and other agencies as necessary.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Policy Committee Meetings	X	x	x	X	x		X	x	x		x	x	X	x	x	X	x		X	x	x		x	x
TAC Meetings	x	x	x	x	x	X	X	x	x		x	x	x	x	x	x	x	X	x	x		x	x	
TASM Leadership committee		X			X			X			X			X			X			X			x	
BPAC Meetings	x			x		x	x	x		x	x		x			x		x	x	x		x	x	
Pub Mtg FY 2018-2021 TIP						X	X																	
Review Pub. Part. Proc.	This is done prior to start of MTP development and as needed.																							

4.7 Planning Consultation and Local Transportation Planning Assistance

The MPO will assist local agencies with the development of the transportation element of their comprehensive plans and other planning documents. The level of MPO involvement is dependent upon available resources.

MPO staff will assist local agencies with progressing capital improvement projects funded in the TIP through the project development process, certification process, and the process for the obligation of funds.

This subtask also includes routine, cooperative planning efforts with NMDOT, FHWA, FTA, other federal agencies, municipalities, transit agencies, natural resource agencies, and other similar agencies.

Responsibilities: MPO staff and other agencies as necessary.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Transp. Elem. for Plans	As requested and as MPO resources allow.																							
Capital Project Assistance	As requested and as initiated by the TIP coordinator.																							
RoadRunner Transit Assistance																								
Liaison to Roadrunner Transit Advisory Board	X			X			X			X			X			X			X			x		

4.8 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.

Responsibilities: MPO staff

Source of Funds: FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Board meetings	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	x	x
GIS support for SCRTD	As needed																							
Other technical assistance	As requested																							

1 st Q. Report	
2 nd Q. Report	
3 rd Q. Report	
4 th Q. Report	
End of Year Report – Supplemental, if needed	

Task 5 - Special Studies and Miscellaneous Activities

This task covers transportation planning activities that do not fall under the categories above.

Estimated Cost for Task 5 (includes all subtasks) =

FY 19	FY20	Total
\$23,840	\$24,005	\$47,845

5.1 Regional Leadership Consortium

The MPO is a planning partner with other regional agencies in the Sustainable Communities Grant through the EPA, partnering with USDOT and HUD. The Viva Doña Ana regional project focuses on three specific aspects of Doña Ana County: people, places, and prosperity. These three areas will be addressed throughout the Viva Doña Ana planning efforts, and will help build a better quality of life for Doña Ana County residents. This project will provide a complete picture of the issues related to living in Doña Ana County, growing the region, and thriving as a community. The Viva Doña Ana project will also provide strategies, actions, and tools to continue to improve your quality of life.

Through the Viva Doña Ana project, the region will work together during public meetings, working sessions, community discussion groups, and other collaborative settings to address people, places, and prosperity.

With the conclusion of the project, the regional leadership consortium intends to continue its collaboration. The MPO will remain a partner organization to benefit regional planning.

Responsibilities: Doña Ana County, MPO staff, CLC, Town of Mesilla, El Paso MPO staff, South Central Regional Transit District, South Central Council of Governments, Coloñias Development Council, City of Sunland Park, and Tierra del Sol.

Source of Funds: FHWA, FTA, Local Funds for Match, Local Non-Matching Funds

Main Products and Schedule by Month

PRODUCT	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Participate on Regional Leadership Consortium	On going												On going											
Public events	As needed																							

5.2 Performance Measure Implementation

As part of FAST Act implementation, MPO Staff shall continue to develop performance measures as required by FHWA and FTA. Safety and Transit Asset Management performance measures have already been adopted by the MPO. This work task is to develop and implement further performance measures as required. Currently impending are performance measures related to Bridge and Pavement Conditions and System Performance (Travel Time Reliability/CMAQ).

Responsibilities: MPO staff serves in cooperation with NMDOT Planning and Safety Division.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Adopt MPO Performance Measures	As needed.																							

5.3 Participatory Mapping

Investigate the use of participatory mapping as a tool for engaging the public in the transportation planning process. Participatory Mapping is an approach using mobile GIS tools to gather spatial data using the public. This will involve selecting an urban and a rural community within the MPO Planning Area. Estimated contractor cost \$50,000 over FY 19 and FY20.

Responsibilities: MPO staff

Source of Funds: SPR, Local Funds for Match

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Selection of NGO partner	Timeline TBD												Timeline TBD											
Community Selection																								
Data collection and analysis																								

5.4 Short Range Transit Plan

The MPO completed a Short Range Transit Plan for RoadRunner Transit in 2015. Several recommendations from that plan have been implemented. Staff, possibly with consultant assistance, will revise that plan with an emphasis on greater coordination with NMDOT Park and Ride and the South Central Regional Transit District.

Responsibilities: MPO staff, SCRTD staff, NMDOT Transit and Rail, contracted consultant

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Public meetings	X	x																						
Draft SRTP						X																		

5.5 Las Cruces- El Paso Commuter Rail Study

Participate and contribute to the efforts of the South Central Regional Transit District to explore the feasibility of regional commuter rail.

Responsibilities: SCRTD, MPO staff, EPMPO, contracted consultant

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2019 (Oct 1, 2018 - Sept 30, 2019)												FFY 2020 (Oct 1, 2019 - Sept 30, 2020)											
WORK ITEM	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09

1 st Q. Report	
2 nd Q. Report	
3 rd Q. Report	
4 th Q. Report	
End of Year Report – Supplemental, if needed	

Appendices

Appendix A – Budget Summary - Financial Resources Available

Fiscal Year 2019 (Oct. 1, 2018- September 30, 2019)	Program Support and Administration	Transportation Improvement Program	General Development and Data Collection/ Analysis	Transportation Planning	Special Studies, Plans, Projects, and Programs		
FUNDING SOURCE	41.11.00	41.12.00	41.13.00	41.14.00	41.15.00	Subtotal	Program Totals
FHWA 112 (85%) SPR	\$49,726.80	\$12,431.70	\$124,317.00	\$49,726.80	\$12,431.70	\$248,634 \$0	
LOCAL (112) MATCH(15%)	\$8,474.04	\$2,118.51	\$21,185.11	\$8,474.04	\$2,118.51	\$42,370	\$291,004
CLC	\$5,279	\$1,320	\$13,198	\$5,279	\$1,320	\$26,397	
DAC	\$3,076	\$769	\$7,690	\$3,076	\$769	\$15,380	
MESILLA	\$119	\$30	\$297	\$119	\$30	\$593	
FTA GRANT 5303(80%)	\$14,863.03	\$3,715.76	\$33,441.82	\$14,863.03	\$7,431.52	\$74,315	
CLC (5303)MATCH(20%)	\$3,715.76	\$928.94	\$8,360.45	\$3,715.76	\$1,857.88	\$18,579	\$92,894
TOTAL	\$76,780	\$19,195	\$187,304	\$76,780	\$23,840	\$383,898	\$383,898
(PERCENT OF 112)	20%	5%	50%	20%	5%	100%	
(PERCENT OF 5303)	20%	5%	45%	20%	10%	100%	
PERCENT TOTAL	20%	5%	49%	20%	6%		
Fiscal Year 2020 (Oct. 1, 2019- September 30, 2020)	Program Support and Administration	Transportation Improvement Program	General Development and Data Collection/ Analysis	Transportation Planning	Special Studies, Plans, Projects, and Programs		
FUNDING SOURCE	41.11.00	41.12.00	41.13.00	41.14.00	41.15.00	Subtotal	Program Totals
FHWA 112 (85%) SPR	\$50,000.00	\$12,500.00	\$125,000.00	\$50,000.00	\$12,500.00	\$250,000 \$0	
LOCAL (112) MATCH(15%)	\$8,520.60	\$2,130.15	\$21,301.50	\$8,520.60	\$2,130.15	\$42,603	\$292,603
CLC	\$5,308	\$1,327	\$13,271	\$5,308	\$1,327	\$26,542	
DAC	\$3,093	\$773	\$7,732	\$3,093	\$773	\$15,465	
MESILLA	\$119	\$30	\$298	\$119	\$30	\$596	
FTA GRANT 5303(80%)	\$15,000.00	\$3,750.00	\$33,750.00	\$15,000.00	\$7,500.00	\$75,000	
CLC (5303)MATCH(20%)	\$3,750.00	\$937.50	\$8,437.50	\$3,750.00	\$1,875.00	\$18,750	\$93,750
TOTAL	\$77,271	\$19,318	\$188,489	\$77,271	\$24,005	\$386,353	\$386,353
(PERCENT OF 112)	20%	5%	50%	20%	5%	100%	
(PERCENT OF 5303)	20%	5%	45%	20%	10%	100%	
PERCENT TOTAL	20%	5%	49%	20%	6%		

MPO APER Budget Summary by Line item PL Funds

FFY19 Budget Summary by Line Item							
Line Item	Budgeted	Q1	Q2	Q3	Q4	Actual	Percentage actuals differ from budgeted*
Personnel	220424						-100.00%
Benefits	40190						-100.00%
Travel	8192						-100.00%
Maint & Service Agreements	2835						-100.00%
Vehicle Repair & Maintenance	1170						-100.00%
Fuel	585						-100.00%
Professional Technical Service	1170						-100.00%
Postage and Freight	500						-100.00%
Advertising	1756						-100.00%
Print & Copy Fees	2925						-100.00%
Purchased Services General	16567						-100.00%
Membership and Dues	2575						-100.00%
Audio/Magazine Periodical/Book	117						-100.00%
Supplies General	1815						-100.00%
Software	687						-100.00%
Minor Equipment	2340						-100.00%
Other (please specify)	0						
TOTAL	\$291,004	\$0.00	\$0.00	0	0	0	-100.00%
*if any line item differs from budgeted amount by more than 20%, provide a narrative explanation below							

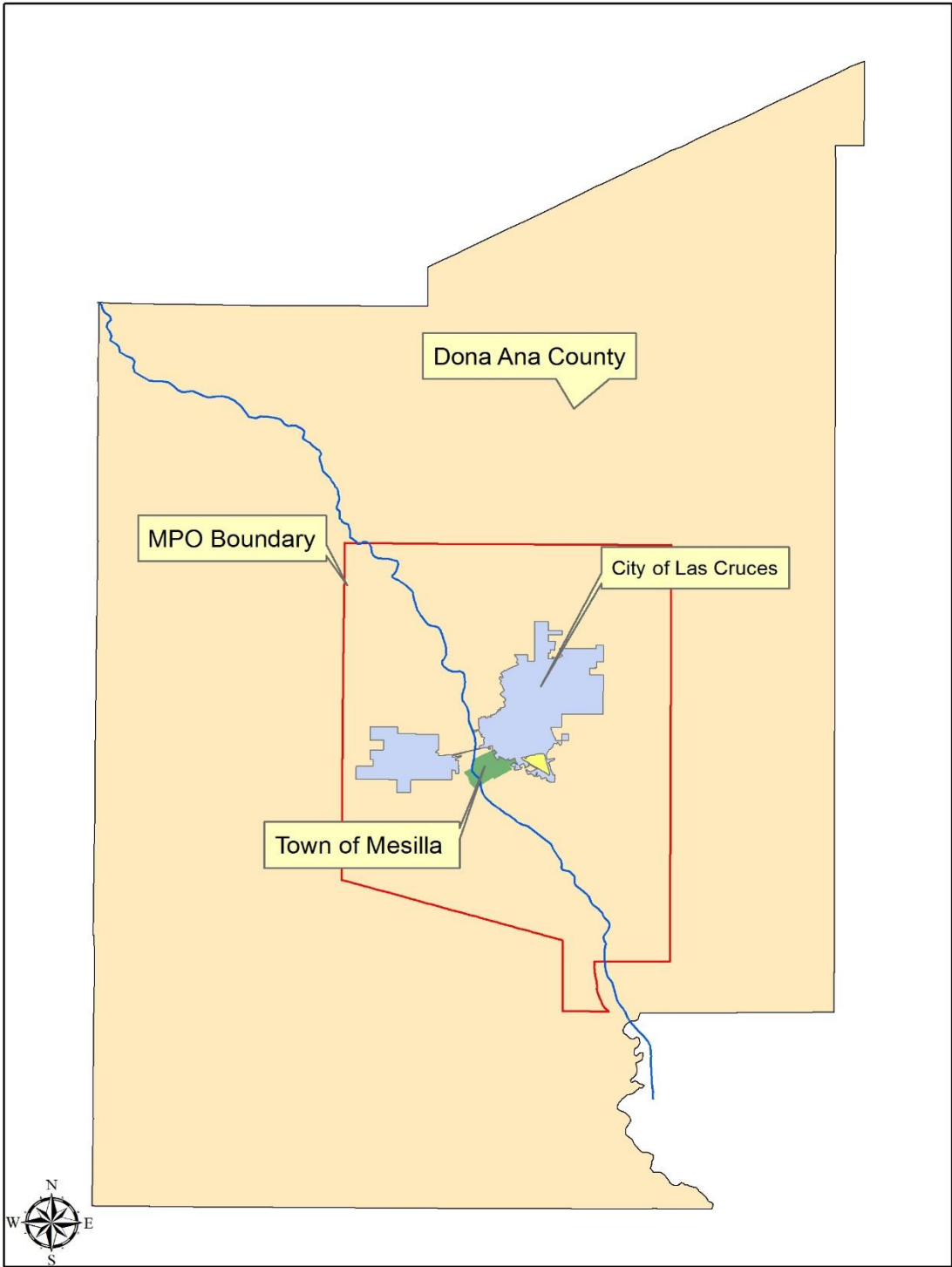
Explanation: N/A- UPWP not budgeted at this level of detail. See APER Budgeted Task Summary

FFY20 Budget Summary by Line Item							
Line Item	Budgeted	Q1	Q2	Q3	Q4	Actual	Percentage actuals differ from budgeted*
Personnel	224000					0	
Benefits	41000					0	
Travel	4500					0	
Maint & Service Agreements	4000					0	
Vehicle Repair & Maintenance	500					0	
Fuel	300					0	

Professional Technical Service	3000					0	
Postage and Freight	56						
Advertising	1500					0	
Print & Copy Fees	150					0	
Purchased Services General	75000					0	
Membership and Dues	1823					0	
Audio/Magazine Periodical/Book	0					0	
Supplies General	1200					0	
Software	150					0	
Minor Equipment	1500					0	
Other (please specify)	0					0	
TOTAL	\$292,603					0	
*if any line item differs from budgeted amount by more than 20%, provide a narrative explanation below							

Explanation:

Appendix B – Mesilla Valley Metropolitan Planning Area Map



Appendix C – UPWP Adoption Resolution

And

Amending Resolution

Appendix D

Traffic Count Cycles

Traffic counts are conducted on a three year cycle. As of adoption, 2018, the program is currently in Cycle Two. Tables will be updated to 2018 format as counts are conducted in calendar years 2019 and 2020.

Cycle three- Calendar Year 2018

2018 Cycle 1 Traffic Counts Archive List						
Roadway	TIMS's Number	From Point	To point	Speed Limit	2018 NMDOT adjusted AADT	2018 MPO adjusted AADT
ADDINGTON	22948	NM 28	End	35	300	297
ALAMEDA	11899	Main	Lohman	30	8186	
ALAMEDA	11904	Picacho	McClure	35	9707	9398
AMADOR		17th	Valley	35	10367	
AMADOR	8682	Alameda	Main	35	6668	
AMADOR		Campo	Mesquite	35	8449	
AMADOR	8679	Melendres	Alameda	35	10084	
AVENIDA DE MESILLA	16781	Calle del Norte	I-10	30	9327	9041
AVENIDA DE MESILLA	18617	I-10	Valley	35	15690	
AVENIDA DE MESILLA	6302	Valley	Main	35	9385	9192
BATAAN MEMORIAL EAST		Mesa Grande	Porter	35	1574	
BATAAN MEMORIAL EAST		Roadrunner	Rinconada	35	4715	
BATAAN MEMORIAL EAST		Sonoma Ranch	Mesa Grande	35	1716	
BATAAN MEMORIAL EAST		Weisner	NASA	45	103	
BATAAN MEMORIAL WEST		Roadrunner	Rinconada	35	3182	
BATAAN MEMORIAL WEST		Sonoma Ranch	Mesa Grande	35	1398	
BOUTZ	16439	Stern	Valley	35	3847	3818
BOUTZ	16443	Valley	Main	35	5262	
BOWMAN	16317	Conway	Capri	30	456	
BRAHMAN	18233	Arroyo	El Centro	35	1271	
CALLE ABUELO		Sonora Springs	Calle Jitas	30	299	
CALLE DEL NORTE	23788	Snow	Paisano	40	2114	2048
CALLE DEL SUR	22939	Calle Segunda	NM 28	25	971	961
CALLE LAS LOMAS	18235	Del Rey	La Reina	35	2115	
CAMPO	16507	El Paseo	Arizona	35	4286	
CAMPO	16511	Lohman	Amador	35		
CARVER	16612	NM 28	NM 478	30	2381	2037
CHURCH (P)		Las Cruces	Lucero	25	5226	
CORTEZ	16683	Wilt	Davis	25	616	626
COURT		Mesilla	Alameda	25	384	
DEL REY	16568	Bataan Memorial West	Mars	35	12320	12810

DEL REY	22942	La Reina	Thorpe	35	1717	1792
DEL REY	16569	Mars	Settler's Pass	35	10614	
DON ROSER	18241	University	Terrace	35	4580	
DONA ANA	16629	Carlton	Engler	40	3615	3562
DONA ANA		Dona Ana School Rd	Thorpe	40	2050	
DRIPPING SPRINGS	17589	Sonoma Ranch	Soledad Road	40	3139	
EL CAMINO REAL	16767	Armstrong	San Ysidro	35	2337	
EL CAMINO REAL	16765	Elks	Thorpe	35	3936	
EL CAMINO REAL	16768	San Ysidro	Taylor	35	2015	2486
EL CAMINO REAL	16769	Taylor	Dona Ana Sch Rd	40	1528	1608
ELKS	19354	Hatfield	Taylor	35	4607	4635
ELKS	19355	Taylor	Dona Ana Sch Rd	40	1661	1643
ENGLER		Sonoma Ranch	Las Colinas	35		
ESPINA	16332	Boutz	Idaho	35	4673	4576
ESPINA	16331	Farney	Boutz	35	6981	6446
ESPINA	16333	Idaho	Lohman	35	4340	3962
ESPINA	16338	Las Cruces	Hadley	25	924	936
ESPINA	16335	Lohman	Amador	25		
FAIRACRES		Aries	Picacho	40	1253	
FORT SELDON		Tel High	I 25	35	1773	
GLASS RD	22919	Paisano	Hwy 292	35	1024	
GLASS RD	16622	Snow	Paisano	25	317	311
GRIGGS	16538	Alameda	Water	25	1039	1374
GRIGGS	16539	Water	Church	25		
HADLEY	16588	17th	Valley	35	2882	2844
HADLEY		Church	Mesquite	30		
HADLEY	16607	Hermosa	Walnut	30	4050	4063
HADLEY	16604	Mesquite	Espina	25	1078	1063
HANGER LAKE	18245	Bataan Memorial West	Englehardt	35	234	
HILLRISE	16391	Curnutt	Executive Hills	25	838	
IDAHO	16365	El Paseo	Mesquite	35	9333	
IDAHO	16367	Espina	Solano	35	8301	7664
IDAHO		Idaho/Walnut Intrsectn.	Triviz	25	2359	
IDAHO	16369	Lee's	Idaho/Walnut Intersecti	25	6650	6644
IDAHO	16368	Locust	Lee's	25	6324	6282
IDAHO	22926	Solano	Locust	25	5648	
JORNADA	18252	Engler	Peachtree Hills	30	2502	
LAS ALTURAS	23800	Cholla	Mission Bell	45	6720	6134
LOCUST	16362	Montana	Idaho	35	3129	3182
LOCUST	16359	University	Wyoming	35	6585	6782
LOCUST	16360	Wyoming	Missouri	35	5467	
LOHMAN		Alameda	Main	35	6668	
LOHMAN		Del Monte	Walnut	35	14323	14316

LOHMAN		Main	Campo	35	7147	
LOHMAN	8694	Solano	Del Monte	35		
LOHMAN	25938	Walnut	Walton	35	21334	
LOPEZ	18078	Valley	Dona Ana Rd	35	1089	
MADRID	16553	Evelyn	Anita	25	2156	2212
MAIN	9193	Carver	Watson	35	11676	11649
MAIN	23952	Conway	University	35		
MAIN	9211	Idaho	Wyatt	35	14612	
MAIN	9197	Union	Conway	35		
MAIN		Watson	Union	40	13099	
MALL	16421	Idaho	Telshor	35	1717	1765
MARS	16567	Del Rey	Venus	25	1494	1526
MCCLURE	16709	Highland	Alameda	25	2462	2395
MELENDRES	16533	Amador	Organ	35		
MELENDRES	16532	El Molino	Amador	35	1992	2017
MELENDRES	16529	Main	El Molino	30	2482	
MESA GRANDE		Bataan Memorial West	Engler	35	6771	
MESA GRANDE	16689	Engler	Peachtree Hills	35	4946	
MESQUITE	16558	Amador	Hadley	25	2257	2288
MISSOURI	16381	Locust	Gladys	35	16016	
MISSOURI	16404	Telshor	Echo Lane	30	2598	2527
MISSOURI	16384	Triviz	Don Roser	30		
MORNING STAR		Roadrunner	Sonoma Ranch	45	1391	
MOTEL	18789	I-10	Amador	35		
MULBERRY	16730	Calle Sosa	Evelyn	25	1517	1508
MULBERRY	16728	Solano	Calle Sosa	25	1752	2367
NASA	18963	Bataan Memorial West	Rincon	45	2517	2580
NM 226 (Berino Road)		Hwy 28	Hwy 478	30	1159	
NM 228 (Mesquite Road)		Hwy 478	Stern	45	3262	
NM 28		Afton	Hwy 189	50	1790	
NM 28		Harlackner	Hwy 192	50	1936	
NM 28		Pajaro	Apodaca	50	3134	
NM 478	9173	Berino	Hwy 189	55	3385	
NM 478	9177	Hwy 189	Hwy 192	55	3214	
NM 478	18786	Hwy 192	Snow	55	3729	3677
PEACHTREE HILLS		Porter	Holman	35	927	
PICACHO		Shalem Col. Tr	Roadrunner Lane	45	9557	
PICACHO HILLS	18964	Puertas de Esperanzas	Picacho	30	4120	3995
QUAIL RUN	16741	Las Alturas	Shadow Run	30	596	594
RINCONADA	34863	Bataan Memorial West	Settlers Pass	35	4167	
RINCONADA		Sonoma Ranch	Bataan Memorial East	35	4664	
ROADRUNNER LN	7592	Picacho	Burke	30	1174	
SNOW	22949	NM 359/Calle de Norte	Glass	25	348	

SNOW	9940	Union	Calle del Sur	35	715	
SOLANO	11861	Amador	Griggs	35		
SOLANO	11863	Idaho	Lohman	35	14517	
SOLANO		Lohman	Amador	35		
SOLANO	11870	University	Wyoming	35	6444	
SONOMA RANCH		Sonora Springs	Calle Jitas	35	8303	
SONORA SPRINGS		Sonoma Ranch	Calle Abuelo	35	1025	
SOUTHWIND	17619	Myles	Burke	35	1523	1550
SPITZ	18191	Lenox	Suzanne	25	2874	2961
SPRUCE	16685	Campo	Mesquite	35		
SPRUCE	16686	Mesquite	Solano	35	13786	12864
SPRUCE	16587	Walnut	Triviz	35	12005	
STERN	20952	Salopek	San Francisco	45	4270	5742
STEWART	16339	El Paseo	Espina	25	3155	3113
SUNLAND	18462	La Reina	Creek	25	431	418
TASHIRO		Motel	Valley	35	5025	
TAYLOR	16621	Dona Ana	El Camino Real	35	2525	2275
TELSHOR		Commerce	Del Rey	35	14980	
TELSHOR	18852	Foothills	Lohman	35		
TELSHOR	18846	Missouri	Idaho	35	20004	
TELSHOR	18855	Spruce	Commerce	45	16036	
THORPE		Barela	El Camino Real	35	4393	
TRIVIZ	16452	Entrada del Sol	Griggs	35	8632	8573
TRIVIZ	11918	Griggs	Hadley	35	10444	10265
TRIVIZ	11917	Nevada	Entrada del Sol	30	10157	10170
TRIVIZ	11921	San Acacio	Main	35	6767	6751
UNIVERSITY	20764	Bowman	Main	35	5035	
UNIVERSITY	20765	Main	Valley	35	6545	
UNIVERSITY	20771	Solano	Locust	35	9970	10220
US 70		Holman/Dunn	Weisner	65	18557	
US 70		NASA	Organ	60	7997	
US 70		Roadrunner	Rinconada	65	32175	
US 70		Sonoma Ranch	Mesa Grande	65	35550	
VALLEY	7780	Engler	Lopez	40	6434	
VALLEY	20966	Hoagland	Mayfield Lane	35	8602	
VALLEY	18788	McClure	Hoagland	35	9438	
VALLEY	7776	Picacho	McClure	35	9752	
VALLEY		Swartz	Engler	40	7241	
VALLEY	16582	Thorpe	Shalem Colony Tr	55	3184	
VALLEY	7812	University	Main	35	7833	
WALNUT	16372	Hadley	Seldon	35	5525	
WALNUT	16371	Lohman	Griggs	35	7993	
WATER (M)		Griggs	Las Cruces	25	3774	

WEISNER	18454	Lisa	Arroyo	40	1723	1694
WILT	16745	Aldrich	Cortez	25	62	62
WYOMING	16376	Solano	Locust	25	780	795

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2019 Cycle 2 Traffic Counts Archive List						
Roadway	TIMS's Number	From Point	To point	Speed Limit	2019 NMDOT adjusted AADT	2019 MPO adjusted AADT
ALAMEDA		Amador	Griggs	30	7921	
ALAMEDA	11905	Hoagland	Three Crosses	35	9862	9840
ALAMEDA	11901	Lohman	Amador	30	5379	5327
ALAMEDA		McClure	Hoagland	35	7974	
AMADOR		Mesquite	Espina	35	10072	
ARMSTRONG	1884	Dona Ana Rd	El Camino Real	35	1010	921
BATAAN MEMORIAL EAST		Del Rey	Roadrunner	35	2888	
BATAAN MEMORIAL EAST		End	Del Rey	35	7883	
BATAAN MEMORIAL WEST		Dunn	Weisner	45	1218	
BATAAN MEMORIAL WEST		Mesa Grande	Porter	45	2518	
BATAAN MEMORIAL WEST		Porter	Holman	45	1021	
BATAAN MEMORIAL WEST		Rinconada	Sonoma Ranch	45	3230	
BATAAN MEMORIAL WEST		Weisner	NASA	45	196	
BOUTZ	16438	NM 28	Stern	25	1941	1741
BOWMAN	22932	Capri	University	25	1085	1044
BRAHMAN	18232	US 70	Arroyo	35	601	561
CALLE DEL NORTE	8730	Fairacres	Snow	40	1740	1557
CALLE DEL NORTE	25857	Paisano	NM 28	35	2400	2216
CALLE DEL SUR	16795	Calle del Oeste	Calle Segunda	20	1166	1158
CALLE DEL SUR	16794	Snow	Calle del Oeste	20	237	235
CALLE JITAS		Sonoma Ranch	Calle Abuelo	25	3574	
CAMINO DEL REX	16572	Main	Desert	25	1178	1257
CAMPO	16514	Amador	Las Cruces	30	6639	6672
CAMPO	16510	Colorado	Lohman	30	4888	4973
CAMPO	16505	Hadley	Picacho	30	6136	6214
CARLTON	16578	Dona Ana Rd	El Camino Real	25	1956	
CONWAY	16321	Bowman	Main	25	1379	1293
DON ROSER	18242	Idaho	Mall	35	3218	3115
DON ROSER	11923	Missouri	Idaho	35	5714	5524
DON ROSER		Terrace	Missouri	30	4468	
DONA ANA		Dalrymple	Carlton	40	4720	3809
DONA ANA	16330	Engler	Lopez	40	2699	2719
DONA ANA		Harvey Farm	Fort Seldon	40	839	
DONA ANA	16633	Thorpe	Harvey Farm	40	1119	1134
DONA ANA SCH.	18111	El Camino Real	Elks	25	875	711
DUNN	16715	Aldrich	Cortez	35	634	612

EL CAMINO REAL	16766	Carlton	Armstrong	35	4551	4101
EL CAMINO REAL	20965	Main	Spitz	35	4077	3822
EL CAMINO REAL	22915	Spitz	Carlton	35	6045	5751
ELKS		Dona Ana Sch. Rd	El Camino Real	40	1792	
ELKS	19351	Main	Valley View	35	13494	13089
ELKS	19353	Valley View	Hatfield	35	6763	6383
ENGLER		Elks	Del Rey	35	3421	
ENGLER		Jornada	Mesa Grande	35	2456	
ESPINA	25971	Stewart	University	25	6088	5985
EVELYN	16697	Mulberry	Madrid	25	758	754
EVELYN	16695	Spruce	Mulberry	25	1852	1832
FAIRACRES	22917	Calle Del Norte	Aries	35	1481	1368
FARNEY	16351	El Paseo	Espina	25	2692	2701
FARNEY	16350	Hixon	El Paseo	25	1953	1913
FOOTHILLS	18128	Lohman	Roadrunner	30	5506	5346
GRIGGS	16545	Walnut	Triviz	30	4385	4285
HADLEY	16605	Espina	Solano	25	1799	1628
HADLEY	16606	Solano	Hermosa	25	4231	4086
HADLEY	16589	Valley	Mesilla	30	2311	2550
HILLRISE		Executive Hills	Roadrunner Cr	25	632	
HILLRISE	16390	Telshor	Curnutt	25	1919	1715
HOAGLAND	16556	Highland	Alameda	25	6518	6644
HOLMAN	16554	Bataan Memorial West	Peachtree Hills Rd	35	5762	5442
IDAHO	16690	Don Roser	Telshor	25	1033	
LAS ALTURAS	23795	Johnson	Tellbrook	45	1311	1119
LAS ALTURAS	23803	Mission Bell	University	45	6855	5861
LAS ALTURAS	23797	Tellbrook	Cholla	30	6015	5149
LAS CRUCES	17520	Alameda	Water	25	1820	1818
LAS CRUCES	17521	Church	Campo	25	2972	2781
LOHMAN		Campo	Mesquite	35	10035	
LOHMAN		Espina	Solano	35	11978	
LOHMAN		Mesquite	Espina	35	10255	
LOHMAN		Paseo de Onate	Sonoma Ranch	35	10395	
LOHMAN	31728	Roadrunner	Paseo de Onate	35	15993	
LOHMAN	16003	Walton	Telshor	35	26111	27709
MADRID	16550	Solano	Desert	35	4582	4837
MAIN	9203	Boutz	Idaho	45	8811	8684
MAIN	31954	Camino Del Rex	Lenox/Temple	45	22654	21669
MAIN	23954	El Paseo	Lohman	35	14870	14614
MAIN		Farney	Boutz	45	10202	
MAIN		Griggs	Las Cruces	15	2528	
MAIN	9223	Las Cruces	North Roundabout	15	2819	2928
MAIN	9217	Lohman	Amador	25	8141	8577

MAIN	4148	Solano	Camino Del Rex	45	25894	25512
MAIN	4152	Temple	Elks	45	22149	21876
MARS	16566	Venus	Roadrunner	25	1018	916
MESQUITE	16561	Hadley	Spruce	25	1736	1768
MESQUITE	16546	Idaho	Amador	25	1716	1560
MESQUITE	16563	Spruce	Madrid	25	1828	1660
MISSOURI	16378	Solano	Locust	35	13071	12609
MONTANA	16435	Pecos	Locust	25	1360	1337
MOONGATE	17925	Bataan Memorial West	Arroyo	35	1260	1277
MOONGATE	18259	El Centro	Dragonfly	35	492	461
MOTEL	8420	Amador	Roadrunner Lane	40	14946	14292
MOTEL	8410	Calle del Norte	Glass (C-270)	45	3588	3493
MOTEL	8411	Glass (C-270)	I-10	45	4967	4807
MULBERRY	16731	Evelyn	Triviz	25	930	901
NM 192 (Mesquite Road)		NM 28	NM 478	40	2184	
NM 226 (Berino Road)		NM 478	Stern	45	1771	
NM 28		Apodaca	Union	45	4596	
NM 28		Calle de Parian	Calle del Norte	35	8082	
NM 28		Calle Del Sur	Calle de Parian	35	7012	
NM 28	6290	NM 192	Snow	45	2651	2700
NM 28	16772	Union	University	35	5114	5043
NORTHRISE		Del Rey	Roadrunner	35	13384	
NORTHRISE		Riconada	Sonoma Ranch	35	5609	
PAJARO	16610	NM 28	Main	30	812	755
PASEO DE ONATE		Lohman	End	25	2042	
PICACHO	24387	Alameda	Main	25	14187	13676
PICACHO	4100	I-10/US70 Interch	Picacho Hills Drive	55	3224	3086
PICACHO	16685	Main	Campo	35	12565	11754
PICACHO		Melendres	Alameda	35	17249	
PICACHO	4126	Valley	Melendres	35	20914	20475
QUAIL RUN	16742	Shadow Run	Condor	25	402	416
ROADRUNNER LN		Hadley	Picacho	35	3181	
ROADRUNNER LN	7592	Motel	Hadley	35	2316	2390
ROADRUNNER PKWY	16614	Lohman	Golf Club	35	17305	16582
ROADRUNNER PKWY	22944	Mission	Morningstar	35	9949	9538
SEDONA HILLS		Calle Abuelo	Pagosa Hills	30	398	
SEDONA HILLS		Sonoma Ranch	Calle Abuelo	30	625	
SEVENTEENTH	18450	Amador	Hadley	30	4288	4115
SEVENTEENTH	18451	Hadley	Picacho	30	3543	3407
SHALEM COLONY TR	17617	Old Picacho	Valley (NM 185)	35	1655	
SHALEM COLONY TR	20975	US70	Old Picacho	35	1973	1943
SNOW		Apodaca	Union	40	846	703

SNOW	8859	NM 28	Apodaca	40	655	703
SNOW	20976	Calle del Sur	NM 359	40	897	728
SOLANO		Hadley	Spruce	35	13706	
SOLANO		Madrid	Main	35	11505	
SOLANO		Spruce	Mulberry	35	14518	
SONOMA RANCH		Calle Jitas	Northrise	35	8877	
SONOMA RANCH		Dripping Springs	Centenial H.S.	35	6511	
SONOMA SPRINGS		Golf Club	Sonoma Ranch	35	1963	
SPITZ	18190	El Camino Real	Lenox	25	4421	4310
SPITZ	18189	Three Crosses	El Camino Real	35	6792	7026
SPRUCE	16591	Solano	Walnut	35	15093	14417
STERN	20953	Broadmoor	Salopek	35	3943	4130
STERN	16054	San Francisco	Union	35	5287	4529
STEWART	16340	Espina	Locust	25	4773	4670
STEWART	16342	Payne	Triviz	25	1105	1561
TAYLOR	16619	Northwind	Valley	35	2130	1921
TELLBROOK	17620	Las Alturas	Ocotillo	35		
TELISHOR	18855	Lohman	Spruce	35	14522	14747
TERRACE	11879	University	Telshor	30	1312	
THORPE		Strange	Dona Ana Rd	35	4972	
UNION	11872	Main	Stern	35	12040	11323
UNION	8860	Snow	NM 28	35	520	537
UNION	18144	Stewart	University	35	16202	15274
UNIVERSITY	7298	Espina	Solano	35	14915	14669
UNIVERSITY	16313	Triviz	I-25 Bridge	40	27065	25643
US 70		Brahman	NASA	65	12638	
US 70	26383	Del Rey	Roadrunner	55	45057	47235
US 70	23786	Organ	San Augustine Pass	65	8433	8069
US 70	32007	Weisner	Brahman	65	14568	15332
VALLEY		Bridle Path	Thorpe	55	4535	
VALLEY		Hadley	Picacho	35	18589	
VALLEY	25888	Main	Boutz	40	12343	11747
VALLEY	7780	Mayfield Lane	Swartz	40	7692	8408
VALLEY	20968	Shalem Colony Tr	Harvey Farm	55	2924	3201
VALLEY		Taylor	Bridle Path	55	4552	
WALNUT	22927	Idaho	Nevada	30	7198	7322
WALNUT	16370	Nevada	Lohman	30	9223	9369
WALNUT	22929	Seldon	Spruce	30	5819	5697
WATER (M)		Amador	Griggs	25	5034	
WATER (M)		Las Cruces	Lucero	25	4651	
WEISNER	18453	US 70	Lisa	35	2296	2115
WYATT	16506	Main	El Paseo	30	1759	1776

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2020 Cycle 3 Traffic Counts Archive List						
Roadway	TIMS's Number	From Point	To point	Speed Limit	2020 NMDOT adjusted AADT	2020 MPO adjusted AADT
AIRPORT FRONTAGE	16050	Crawford	Picacho (US 70)	45	285	284
ALAMEDA		Griggs	Las Cruces	35	7421	
ALAMEDA		Las Cruces	Picacho	35	8338	
AMADOR		Compress	Melendres	35	15687	
AMADOR	8696	Espina	Solano	35	11313	
AMADOR	8684	Main	Campo	35	8607	
AMADOR	8669	Motel	Westgate	35	8297	8109
AMADOR		Valley	Compress	35	13598	
AMADOR		Westgate	17th	35	8807	
APODACA	16611	Snow	NM 28	35	838	786
BATAAN MEMORIAL EAST		Dunn	Weisner	45	1463	
BATAAN MEMORIAL EAST		Porter	Dunn	45	669	692
BATAAN MEMORIAL EAST		Rinconada	Sonoma Ranch	35	2733	
BATAAN MEMORIAL WEST		Del Rey	Roadrunner	35	9761	
BATAAN MEMORIAL WEST		I-25 Interchange	Del Rey	35	11087	10145
BOUTZ	16446	El Paseo	Espina	35	14873	14294
BOUTZ	16647	Espina	Solano	35	15597	13536
BOUTZ	16444	Main	El Paseo	35		
BRAHMAN	18234	El Centro	Rincon	35	269	244
BROWN	16516	Valley	Melendres	35	705	693
CALLE ABUELO		Calle Jitas	Northrise	35	111	123
CAMPO	16506	Arizona	Colorado	35	5908	6561
CHOLLA	16055	Stern	Las Alturas	35	4594	4634
CHURCH (P)		Amador	Griggs	25	4932	
CHURCH (P)		Griggs	Las Cruces	25	5071	
CORTEZ	16682	Porter	Wilt	25	688	674
CRAWFORD	23158	North Frontage	Zia	35	316	314
CRAWFORD		Venture	Mountain Vista	35	600	
DEL REY	31467	Engler	La Reina	35	4210	4508
DEL REY	31462	Settler's Pass	Engler	35	10840	
DESERT WIND WAY	18647	La Reina	Azteca	25	1304	1315
DONA ANA	16631	Lopez	Taylor	40	4047	3975
DONA ANA	16632	Taylor	Dona Ana Sch Rd	40	3081	
DONA ANA SCH	18110	Dona Ana	El Camino Real	40	2061	2000
DUNN	16714	Cortez	Bataan Memorial East	35	944	880

EL CAMINO REAL		Dona Ana Sch.Rd.	Elks	40	3167	
EL PASEO	11889	Boutz	Idaho	35	15336	15139
EL PASEO	20927	Idaho	Wyatt/Campo	35	12967	12656
EL PASEO	11885	University	Boutz	35	11044	10829
EL PASEO	11897	Wyatt/Campo	Main	35	11751	11539
EMERALD	18440	Bataan Memorial West	Jade	25	2057	2093
ENGLER	17927	Valley	Dona Ana	35	2480	
ESPINA	16337	Amador	Las Cruces	25	1463	1510
ESPINA		Hadley	Virginia	25	183	178
ESPINA	16330	University	Farney	35	6112	
FARNEY	16349	Main	Hixon			
FOOTHILLS	18127	Telshor	Lohman	35	10125	
FORT SELDON		Dona Ana/Leasburg	Tel High	45	1874	2189
GOLF CLUB		Mission	Sonoma Ranch	25	1864	
GOLF CLUB		Roadrunner	Mission	25	2619	2934
GRIGGS	16543	Solano	Walnut	25	2588	
HADLEY	16585	Motel	17th St	25	2206	2224
HADLEY	16580	Roadrunner Lane	Motel	25	131	131
HADLEY		Walnut	Triviz	30	1190	1189
HOAGLAND	16555	Carlyle	Highland	25	6617	
HOAGLAND	16554	Valley	Carlyle	35	6276	
IDAHO	16363	Main	El Paseo	35	10398	
IDAHO	22924	Mesquite	Espina	35	9540	
JORNADA	18254	Bataan Memorial West	Engler	35	1431	
LA REINA	18256	Del Rey	Sunland	35	3266	
LOCUST	16361	Missouri	Montana	25	3480	
LOHMAN		Nacho	Roadrunner	35	22127	
LOHMAN		Telshor	Nacho	35	19230	
MADRID	16429	Alameda	Main	35	6059	
MADRID		Anita	Triviz	25	4099	
MADRID	16552	Debra	Evelyn	25	3457	
MADRID	16551	Desert	Debra	25	3669	
MADRID	22931	Main	Solano	35	7148	
MAIN		Chestnut	Madrid	35	15473	
MAIN		Madrid	Solano			
MAIN	9225	North Roundabout	Picacho	35		
MAIN		Pajaro	Carver	45	8184	
MAIN	4140	Picacho	Chestnut	35	14932	
MAIN	9221	Amador	Griggs	25	3506	
MAIN	9199	University	Valley	35	11486	
MAIN	9203	Valley	Farney	45	10662	
MAIN		Wyatt	El Paseo	35	11797	

MCCLURE	16708	Carlyle	Highland	25	4029	
MCCLURE	16709	Highland	Alameda	25	3519	
MCCLURE	16707	Valley	Carlyle	25	3409	
MESA	16764	Bataan Memorial West	Peachtree Hills	35	784	
MESQUITE	16564	Madrid	Solano	25	1682	
MISSION		Roadrunner	Golf Club	30	866	
MISSOURI	16386	Don Roser	Telshor	35	13737	
MISSOURI	16382	Gladys	Triviz	35	14433	
MONTANA	16436	Locust	Gladys	25		
MONTANA	16434	Solano	Pecos	25	1362	
MOONGATE	18258	Arroyo	El Centro	35	1418	
MOTEL		Picacho	Tashiro	25	7865	
MOTEL	8426	Roadrunner Lane	Picacho	35	11534	
NM 189		Hwy 28	Hwy 478	45	2855	
NM 227 (High Valley Rd)		Hwy 478	Stern	40	4412	
NM 28		Addington	Pajaro	45	2811	
NM 28	6289	Berino Rd	Afton	50		
NM 28	23824	Esslinger	Harlackner	45	1923	
NM 28		Snow	Addington	45	2671	
NM 478	9185	Addington	Pajaro	55	5938	
NM 478		Snow	Addington	35		
NORTHRISE		Roadrunner	Rinconada	35	10304	
NORTHRISE		Sonoma Ranch	Calle Abuelo	35	2214	
PEACHTREE HILLS		Mesa	Porter	30	1007	
PICACHO		17th	Valley	35	16867	
PICACHO	24381	Motel	17th	35	12962	
PICACHO	25307	Picacho Hills Dr	Shalem Colony Tra	45		
PICACHO		Roadrunner Lane	Motel	45	14468	
PORTER	16737	Aldrich	Cortez	25	462	
PORTER	16740	Bataan Memorial West	Central	25	3989	
PORTER		Central	Peachtree Hills	25	2308	
PORTER	16739	Cortez	Bataan Memorial East	25	2117	
ROADRUNNER PKWY	16616	Golf Club	Mission	35	9303	
ROADRUNNER PKWY		Morningstar	Northrise	35	11386	
ROADRUNNER PKWY	16618	Northrise	Bataan Memorial East	35	10542	
SOLANO	11864	Boutz	Idaho	35	9911	
SOLANO	11859	Griggs	Hadley	35	13654	
SOLANO	11857	Mulberry	Madrid	35	13980	
SOLANO	11868	Wofford	Boutz	35	6843	
SOLANO		Wyoming	Wofford	35	5781	
SOLEDAD CANYON RD		Dripping Springs	Alma	45	2002	

SONOMA RANCH	118441	Bataan Memorial West	Las Colinas	35	9911	
SONOMA RANCH		Centennial H.S.	Lohman	40	8385	
SONOMA RANCH	18442	Las Colinas	Engler	35	7223	
SONOMA RANCH		Lohman	Sonora Springs	35	12334	
SONOMA RANCH		Northrise	Bataan Memorial East	35	12784	
SPITZ	18192	Suzanne	Jasmine	25	2668	
STEWART	16341	Locust	Arrowhead Dr.	25	6301	
TAYLOR	16620	Valley	Dona Ana	35	3359	
TAYLOR	18859	El Camino Real	Elks	35	2574	
TELSHOR	18848	Idaho	Mall	35	18318	
TELSHOR		Mall	Foothills	35	22725	
TELSHOR	11879	University	Missouri	35	11677	
TERRACE	16688	Telshor	Don Roser	30	952	
THORPE	18782	Dona Ana	Barela	35	5574	
THORPE		El Camino Real	Del Rey	35	6924	
THORPE		Valley	Strange	35	3063	
THREE CROSSES	11906	Alameda	Spitz	35	9424	
THREE CROSSES	11908	Dalrymple	Alameda	35	5711	
TRIVIZ		Hadley	Spruce	35	10387	
TRIVIZ	11916	Idaho	Nevada	30	10027	
TRIVIZ	16451	Missouri	Idaho	30	12255	
TRIVIZ	11920	Mulberry	San Acacio	35	11294	
TRIVIZ		Spruce	Mulberry	35	10607	
TRIVIZ	11909	University	Missouri	30	6303	
UNION	8862	NM 28	Main	35	3501	
UNION	11873	Stern	Stewart	35	13266	
UNIVERSITY	20767	El Paseo	Espina	35	16964	
UNIVERSITY	20773	I-25 Bridge	Telshor	35	16836	
UNIVERSITY	16006	Locust	Triviz	35	20848	
UNIVERSITY	20771	NM 28	Bowman	35	4315	
UNIVERSITY	17587	Telshor	Sonoma Ranch	35		
UNIVERSITY	7294	Valley	El Paseo	35	13077	
US 70	4158	Elks	I-25 Bridge	35		
US 70		Mesa Grande	Porter	65	36877	
US 70	24375	Porter	Holman/Dunn	65		
US 70		Rinconada	Sonoma Ranch	55		
VALLEY	7828	Amador	Hadley	40	17732	
VALLEY	26377	Ave de Mesilla	Amador	40	20624	
VALLEY		Boutz	Ave de Mesilla	40	13874	
VALLEY	20967	Lopez	Taylor	35	5552	
VOYAGER		Thurmond	Sienna	25	758	
WALNUT	22928	Griggs	Hadley	30	974	

WATSON	22911	NM 28	Watson Place	25	862	
WATSON	17926	Watson Place	Main	25	2043	
WESTWIND	16625	Northwind	Valley	30	1145	
WYOMING	16377	Locust	Gladys	25	1734	

Appendix F – UPWP Amendment Summaries



METROPOLITAN PLANNING ORGANIZATION

SERVING LAS CRUCES, DOÑA ANA COUNTY, AND MESILLA

P.O. BOX 20000 | LAS CRUCES NM | 88004
PHONE (575) 528-3222 | FAX (575) 528-3155
<http://mesillavalleympo.org>

MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION BICYCLE AND PEDESTRIAN FACILITY ADVISORY COMMITTEE DISCUSSION FORM FOR THE MEETING April 17, 2018

AGENDA ITEM:

6.1 Highlights of FHWA Pedestrian Facilities Training

DISCUSSION:

On March 27 and 28, MPO staff attended an FHWA Workshop-- "Designing for Pedestrians (Focus City) Workshop sponsored by the NMDOT. The purpose of this workshop was to introduce regional planners and engineer to pedestrian safety countermeasures.

MPO staff will give a brief discussion of the workshop.



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MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION BICYCLE AND PEDESTRIAN FACILITIES ADVISORY COMMITTEE DISCUSSION FORM FOR THE MEETING OF April 17, 2018

AGENDA ITEM:

6.2 Update of Public Participation Plan

DISCUSSION:

Federal laws outlined in 23 U.S.C. 450.306.a.1-8 require MPOs to conduct a planning process that considers transportation projects and strategies. In order to accomplish this planning process, the Mesilla Valley MPO has developed and adopted a Public Participation Plan (PPP) in accordance with federal law outlined in 23 U.S.C. 450.316.a.1.i-x.

The Public Participation Plan is the MPO guide for public involvement processes which contains the goals for public involvement and specific involvement procedures. The goals of the PPP are:

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

The current version of the PPP was adopted by the Policy Committee on September 11, 2013. It is required the PPP be updated before the commencement of each Metropolitan Transportation Plan update process.



METROPOLITAN **PLANNING ORGANIZATION**

LAS CRUCES DOÑA ANA COUNTY MESILLA

Public Participation Plan

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Introduction

The Mesilla Valley Metropolitan Planning Organization (MPO) is a transportation planning organization whose primary role is to involve the public in the planning process. Public involvement is not a discrete incident, but a continual focus of the MPO's entire work program. In order to maintain a proactive presence in the community, and be a resource for the public and other entities, the MPO strives to be both an educational organization and a quality resource center.

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

Background

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

Public Participation

Requirements

Federal Transportation Regulations

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

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

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

Federal Transit Regulations

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

- The MPO will actively engage and provide

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

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

Title VI and Environmental Justice

Title VI of the Civil Rights Act of 1964 states that no person is excluded from participation in, denied the benefit of, or subjected to discrimination under any program or activity receiving federal financial assistance on the basis of race, color, national origin, age, sex, disability, or religion. This prohibition against discrimination is in effect whether the effect is intentional or unintentional. Following this, in February 1994, Executive Order 12898 was signed requiring federal agencies to establish internal policies to ensure compliance in all agency activities, including public involvement.

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

services for persons with disabilities:

- When possible, public meetings will be held in locations that are convenient to low and moderate income neighborhoods and are accessible to disabled populations and public transit users. Such locations include community centers, senior centers and schools. Holding meetings in familiar and accessible neighborhood locations may be more culturally sensitive and help residents feel more comfortable about the public participation process.
- The Mesilla Valley MPO will strive to provide a predictable planning process that is understandable and known in advance in order to make the planning process coherent and comprehensive.
- All MPO work products and documents will be available in alternative formats, including Braille, large type and languages other than English. The following statement will be included in all MPO documents:

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

- The location of low income and minority populations will be identified and mapped as a tool for gauging the impact of proposed transportation projects on these areas. This map will be updated every five years. See Appendix B.
- Agencies and organizations that represent low income and minority populations will be identified and included in MPO mailings.
- The MPO will provide a complaints process to deal with any issues regarding Title VI compliance. See Appendix D.

State Open Meetings Act

In order to ensure adequate public notice and provision of timely information, all meetings of the Mesilla Valley Metropolitan Planning Organization Policy Committee and its advisory committees are subject to the provisions of the New Mexico Open Meetings Act, as amended. Policy Committee meeting notices are published in the *Las Cruces Sun News* 10 days prior to the meeting date. Technical Advisory Committee (TAC) and Bicycle and Pedestrian Facilities Advisory Committee (BPAC) meeting notices are posted at least three business days prior to the meeting date. All meeting notices are posted at Las Cruces City Hall, Doña Ana County Government Complex, Branigan Library, the Mesilla Town Hall, and the MPO website. Upon request, all notices will be available in Spanish and alternative formats.

State Inspection of Public Records

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

Proposed documents and proposed document amendments will also be available

for review, free of charge, at the following locations:

- MPO Office, Las Cruces City Hall, 700 N. Main Street
- Reference Desk, Branigan Library, 200 East Picacho Avenue
- NMDOT District One Las Cruces Project Office, 750 North Solano Drive
- Town of Mesilla Town Hall, 2231 Avenida de Mesilla
- Community Development Department, Doña Ana County Government Complex, 845 North Motel Boulevard
- Mesilla Valley MPO website: <http://mvmpo.las-cruces.org>

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

MPO Work Products

According to the federal transportation regulations, the Mesilla Valley MPO is required to create and maintain the following transportation planning documents:

- Metropolitan Transportation Plan (23 U.S.C. 450.322);
- Transportation Improvement Program (23 U.S.C. 450.324);
- Unified Planning Work Program (23 U.S.C. 450.308); and
- Public Participation Plan (23 U.S.C. 450.316); and
- Annual List of Obligated Projects (23 U.S.C. 450.332).

Metropolitan Transportation Plan (MTP)

The Metropolitan Transportation Plan contains both long-range and short-range strategies/actions that guide multi-modal transportation planning, construction, and maintenance of an integrated transportation network for the Las Cruces Urbanized Area.

The MTP is developed through a shared vision for the region involving extensive interaction with and education of the public, stakeholders, and the MPO Committees. The Plan covers no less than a 20-year planning horizon. The Metropolitan Transportation Plan is updated every five years.

Transportation Improvement Program (TIP)

The Transportation Improvement Program is a six-year, financially constrained list of transportation projects within the MPO area, including regionally significant projects and all transit projects funded by FTA. The TIP is developed in cooperation with residents, local governments, and the New Mexico Department of Transportation (NMDOT) and in compliance with the adopted Long Range Transportation Plan. The Transportation Improvement Program is completely updated bi-annually.

Unified Planning Work Program (UPWP)

The purpose of the Unified Planning Work Program is to outline intermodal transportation planning activities to be conducted within the Mesilla Valley MPO Planning Area within a financially constrained budget. The UPWP contains MPO work projects, budgets, and staff assignments for the upcoming fiscal year. The UPWP must comply with the adopted Long Range Transportation Plan. The Unified Planning Work Program is updated bi-annually.

Public Participation Plan (PPP)

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

activities. The Public Participation Plan will be updated every five years.

Annual Listing of Obligated Projects

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

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

Area and Corridor Plans

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

Public Participation Process

Goals

The goals of the Public Participation Process are as follows:

- Maintain a continuing, cooperative, comprehensive (3-C) planning process;
- Pursue access to transportation options for all residents;
- Consider a broad range of options to address transportation challenges;
- Ensure a transparent, interactive, bottom-up transportation planning process;
- Provide a high level of education on transportation related subjects;
- Encourage residents and a variety of stakeholders to contribute ideas and comments at every stage of the process; and

- Engage traditionally underserved populations, including low income and minority households and persons with disabilities.

Four-Step Process

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

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

Identify Needs and Challenges

Identify Needs and Challenges means taking a comprehensive look at the regional transportation system or a potential transportation project. In this era of rising gas prices, identifying public concerns about transportation is particularly important. In

order to conduct a comprehensive identification of transportation needs and challenges, the MPO must solicit information from the public, stakeholders, and MPO committees. This effort requires listening to comments and integrating suggestions made concerning the regional transportation network.

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

In addition to the general public, the MPO staff will also solicit the concerns of a broad range of stakeholders such as local jurisdictions, transportation providers, and



land use agencies. Listening to stakeholders means gathering information about the services they provide and the impacts that the transportation system or potential projects will have on their services. MPO staff then discusses with its committees the information gathered from the public and stakeholders.

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

Generate Options

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

The data gathered, along with the comments expressed by the public and stakeholders, will be analyzed for potential benefits and

drawbacks. Monetary costs and technical feasibility of a project may also be considered in this step. Some of the tools that the MPO uses to analyze data are travel demand modeling, spatial geographic analyses, and other visualization techniques.

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

Evaluate and Prioritize Options

Evaluate and Prioritize Options means asking the question “Does a proposed approach help resolve the identified transportation concerns?” Specifically, the MPO will assess each proposal based on estimated costs, potential benefits and drawbacks, and technical feasibility. Potential benefits and drawbacks are based upon transportation principles and the participation received from the public and stakeholders. For example, a benefit of a proposed update may be community or neighborhood support, but a drawback may be that the approach does not improve the regional transportation system.

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

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

Develop Implementation Strategies

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

The implementation strategy may include determining:

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

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

Public Participation Tools

Introduction

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

Participation Meetings

MPO staff continually works on adjusting and improving the format of public meetings to encourage participation from all people in attendance. Interactive meetings are held early in the transportation planning process.

This interaction is important so that the public is involved prior to any decisions being made. Below is listed the types of meetings that MPO Staff uses in different stages or settings of the Public Participation Process.

MPO Committee Meeting

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

Traditional Public Participation Meeting

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

Charette-Style Meeting

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

outlined in this public participation plan is derived from the successes of conducting Charette-Style meetings.

Open House Meeting

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

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

Stakeholder Consultation

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

picture of the transportation system to the public.

Involvement Techniques

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

Brainstorming and Visioning

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

Visualization

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

Neighborhood and Community Audits

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

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

Public Events

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

Focus Groups

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

Comment Forms

Comment forms are open-ended requests for

Mesilla Valley Metropolitan Planning Organization

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

Surveys

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

Education and Resource Center

MPO Staff Availability

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

Orientation Workshops and Materials

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

Master Mailing List (MML)

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

Public Participation Plan 09-11-13

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

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

Library

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

Website

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

E-Newsletter – Intersections

The Mesilla Valley MPO will produce a monthly e-newsletter that will contain staff

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

MPO Logo

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

Media Advertising

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

Marketing Materials

Marketing materials may include brochures or flyers. Marketing materials may be

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

Social Media

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

Evaluation of the Public Participation Process

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

Consideration of effectiveness may be made on the following factors:

- Level of public participation
- Level of event attendance
- Use of website
- Public reaction to MPO efforts and activities

As a result of this evaluation the Public Participation Plan may be periodically modified as deemed necessary.

APPENDIX A

Public Participation Matrix

<u>Public Participation Matrix</u>	Public Meeting Date	Minimum Comment Period	Public Participation Tools	Additional Comments
MPO Work Product Processes				
Long Range Transportation Plan (LRTP)	Kick Off meeting required with all MPO Committees Draft LRTP: At least 30 days prior to Policy Committee final action	180 days during LRTP process 30 days on Final Draft LRTP	<ul style="list-style-type: none"> • Four-Step Process • Participation Meetings • Involvement Techniques • Education and Resource Center 	<ul style="list-style-type: none"> • Updated every 5 years • All public comments received and staff responses will be included in the LRTP
Transportation Improvement Program (TIP)	Call for projects letter at least 60 days prior to TIP final action At least 30 days prior to Policy Committee final action	30 days	<ul style="list-style-type: none"> • TIP Process • Call for Projects Letter • Participation Meetings • Involvement Techniques • Education and Resource Center 	<ul style="list-style-type: none"> • Updated every two years • BPAC and TAC may serve as public participation meetings • All public comments received will be included in the documentation for the TIP
Unified Planning Work Program (UPWP)	At least 30 days prior to Policy Committee final action	30 days	<ul style="list-style-type: none"> • Participation Meetings • Involvement Techniques • Education and Resource Center 	<ul style="list-style-type: none"> • Updated every year • BPAC and TAC may serve as public participation meetings • A summary of all public comments will be provided to the Policy Committee
Public Participation Program (PPP)	At least 30 days prior to Policy Committee final action	45 days	<ul style="list-style-type: none"> • Participation Meetings • Involvement Techniques • Education and Resource Center 	<ul style="list-style-type: none"> • Updated every 5 years • BPAC and TAC may serve as public meetings • A summary of all public comments will be provided to the Policy Committee

<u>Public Participation Matrix</u>	Public Meeting Date	Minimum Comment Period	Public Participation Tools	Additional Comments
Area and Corridor Plans	At least 30 days prior to Policy Committee final action	30 days	<ul style="list-style-type: none"> • Four-Step Process • Input Meetings • Involvement Techniques • Education and Resource Center 	<ul style="list-style-type: none"> • Target notification area determined (Min. 300') • Notice sent regular mail • Sign posted on property • At least one public meeting held in location convenient to affected residents
Long Range Transportation Plan Amendments	At least 30 days prior to Policy Committee final action	30 days	<ul style="list-style-type: none"> • Four-Step Process • Participation Meetings • Involvement Techniques • Education and Resource Center 	<ul style="list-style-type: none"> • At least one public meeting will be held • BPAC and TAC may serve as public meetings
Transportation Improvement Program (TIP) Amendments Unified Planning Work Program (UPWP) Amendments Public Participation Plan (PPP) Amendments	At least 15 days prior to PC final action	30 days	<ul style="list-style-type: none"> • Participation Meetings • Involvement Techniques • Education and Resource Center 	<ul style="list-style-type: none"> • TIP amendments include those which are not exempt from the public participation process. • BPAC and TAC may serve as public meetings
Input Meetings				
MPO Committee Meetings	Varies	N/A	<ul style="list-style-type: none"> • Legal or Posted Notice, as applicable • E-Newsletter • Website 	See MPO Meeting Calendar in Appendix D

APPENDIX B

Map of Low Moderate Income Areas

APPENDIX C

General Time Line for MPO TIP and STIP Development and Amendments

General Time Line for MPO TIP and STIP Development

Development Milestones	Even-numbered Calendar Year												Odd-numbered Calendar Year											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Open Call for Projects																								
NMDOT provides financial estimates and submittal and approval dates to MPO																								
MPO Draft TIPs developed and submitted to NMDOT																								
MPO Public and District Review																								
MPO Bicycle and Pedestrian Advisory Committee Review, Project Ranking, and Final Recommendation by TAC																								
MPO Policy Committee Final Ranking and Adoption																								
District, RPO, and MPO Final TIPs submitted to General Office																								
General Office Compiles STIP																								
STIP Public Review																								
Concurrent Federal Review																								
State Transportation Commission Review and Approval																								
General Office submits STIP for Federal Review and Approval																								
Final Federal Review and Approval																								
Amendment Cycles	Even-numbered Calendar Year												Odd-numbered Calendar Year											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
MPO Bicycle and Pedestrian Facilities Advisory Committee Review and Recommendation																								
MPO Technical Advisory Committee Review and Recommendation																								
MPO Policy Committee Final Action																								
State Transportation Commission Review and Approval																								
Federal Review and Approval																								

■

 signifies a submittal or approval occurring during the month

NMDOT STIP Development section to provide financial estimates to Districts, RPOs, and MPOs. Actual submittal and approval dates within the development cycle will be provided at the same time.

Draft TIPs due the 1st business day of the month.

Final TIPs due the 1st business day of the month.

State public review to be completed during June/July time period to allow for State Transportation Commission (STC) approval in July.

Actual date is determined by the approved STC meeting schedule.

The STIP should be ready for submittal for Federal review as soon as it is approved by the STC.

Target for Federal approval is October 1st, which begins the Federal fiscal year.

Amendments to the **current** STIP, actual date is determined by the approved STC meeting schedule.

Amendments to the **newly approved** STIP, actual date is determined by the approved STC meeting schedule.

MPO TIP Amendment Cycle 1

MPO TIP Amendment Cycle 2

MPO TIP Amendment Cycle 3

MPO TIP Amendment Cycle 4

MPO TIP Amendment Alternate Cycle 4

APPENDIX D

Title VI Compliance

Mesilla Valley MPO Title VI Compliance

Introduction

As a recipient of federal assistance, under Title VI of the Civil Rights Act of 1964, the Mesilla Valley MPO must ensure that no person shall, on the grounds of race, religion, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under agency programs or activities. All programs funded in whole or in part from federal financial assistance are subject to Title VI requirements. The Civil Rights Restoration Act of 1987 extended this to all programs within an agency that receives federal assistance regardless of the funding source for individual programs.

This policy is intended to establish a procedure under which complaints alleging discrimination in the Mesilla Valley MPO's provision of services or activities can be made by persons who are not employees of the Mesilla Valley MPO. Any person who believes the Mesilla Valley MPO, or any entity who receives federal financial assistance from or through the Mesilla Valley MPO (i.e. sub-recipients, sub-contractors, or sub-grantees), has subjected them or any specific class of individuals to unlawful discrimination may file a complaint of discrimination. The Mesilla Valley MPO will follow timelines set forth by the New Mexico Department of Transportation, the Federal Highway Administration, Federal Transit Administration, and the Department of Justice for processing Title VI discrimination complaints.

When to File

A complaint of discrimination must be filed within 180 calendar days of the alleged act of discrimination, or discovery thereof; or where there has been a continuing course of

conduct, the date on which that conduct was discontinued. Filing means a written complaint must be postmarked before the expiration of the 180-day period. The filing date is the day you complete, sign, and mail the complaint form. The complaint form and consent/release form must be dated and signed for acceptance. Complaints received more than 180 days after the alleged discrimination will not be processed and will be returned with a letter explaining why the complaint could not be processed and alternative agencies to which a report may be made.

Where to File

In order to be processed, signed original complaint forms must be mailed to:

Mesilla Valley Metropolitan Planning Organization
Tom Murphy, MPO Officer
P.O. Box 20000
Las Cruces, NM 88004

Upon request, reasonable accommodations will be made for persons who are unable to complete the complaint form due to disability or limited-English proficiency. A complaint may also be filed by a representative on behalf of a complainant. If complainant has no means of obtaining a complaint form, a complaint form will be mailed to them.

Persons who are not satisfied with the findings of the Mesilla Valley MPO may seek remedy from other applicable state or federal agencies.

Required Elements of a Complaint

In order to be processed, a complaint must be in writing and contain the following information:

- Name, address, and phone number of complainant

- Name(s), address(es), and organization of person(s) who allegedly discriminated
- Date of alleged discriminatory act(s)
- Basis of complaint
- A signed statement of complaint
- A signed consent release form

Complaint Process Overview

1. When a complaint is received by Mesilla Valley MPO, the form will be checked for completeness and then if complete be logged into a database.
2. The Mesilla Valley MPO Officer will complete an initial review of the complaint to determine if the complaint meets basic criteria.

Criteria required for a complete complaint:

- Basis of alleged discrimination (race, religion, color, national origin, sex, age, or disability)
 - Determination that the complaint was filed within the 180 day time period
 - Determination that the Mesilla Valley MPO is the appropriate contact for filing the complaint
3. Within 10 working days of the receipt of the complaint, the Mesilla Valley MPO will send notice to the complainant confirming receipt of the complaint; if needed notice will be sent requesting additional information, notify complainant that the activity was not related to MVMPO programs or activities, or does not meet the appropriate deadline. Also, if the Mesilla Valley MPO is directly named in the complaint, notice will be sent within 10 working days to the New Mexico Department of Transportation for investigation.
 4. Investigation of complaint: the MPO Officer will confer with the City of Las

Cruces Community Development Director and New Mexico Department of Transportation to determine the most appropriate fact finding process to ensure that all available information is collected in an effort to reach the most informed conclusion and resolution of the complaint. The type of investigation techniques used may vary depending on the nature and circumstances of the alleged discrimination. An investigation may include but is not limited to:

- Internal meetings of Mesilla Valley MPO staff and legal council
 - Consultation with state and federal agencies
 - Interviews of complainant(s)
 - Review of documentation (i.e. planning, public involvement, and technical program activities)
 - Interviews and review of documentation with other agencies involved
 - Review of technical analysis method (if applicable)
 - Review of demographic data
5. Determination of investigation: an investigation must be completed within 60 days of receiving the complete complaint, unless facts and circumstances warrant otherwise. The determination will be made based on the information obtained.
 6. Notification of determination: within 10 working days of the completion of the investigation, the complainant must be notified in writing by the Mesilla Valley MPO Officer of the final decision. The notification will advise complainant of his/her appeal rights with state and federal agencies if he/she is dissatisfied with the final decision. The letter and a report of the findings will be submitted to the New Mexico Department of Transportation.



METROPOLITAN PLANNING ORGANIZATION

SERVING LAS CRUCES, DOÑA ANA COUNTY, AND MESILLA

P.O. BOX 20000 | LAS CRUCES NM | 88004

PHONE (575) 528-3222 | FAX (575) 528-3155

<http://mvmpo.las-cruces.org>

MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION DISCRIMINATION COMPLAINT FORM

The Mesilla Valley Metropolitan Planning Organization (MVMPO) serves as the federally designated Metropolitan Planning Organization (MPO) for the Las Cruces Urbanized Area. As a recipient of federal financial assistance and under Title VI of the Civil Rights Act of 1964 and related statutes, the MVMPO will ensure that no person shall, on the grounds of race, religion, color, national origin, sex, age, or disability be excluded from participation in agency programs or activities. These prohibitions extend from participation in, being denied the benefits of, or otherwise being subjected to discrimination under any agency programs or activities. These prohibitions extend from the MVMPO, as a direct recipient of federal financial assistance, to its sub-recipients (e.g. contractors, consultants, local governments, colleges, universities, etc.) All programs funded in whole or in part from federal financial assistance are subject to Title VI requirements.

MVMPO is required to implement measures to ensure that persons with limited-English proficiency or disability have meaningful access to the services, benefits, and information of all its programs and activities under Executive Order 13166. Upon request, assistance will be provided if you are limited-English proficient or disabled. Complaints may be filed using an alternative format if you are unable to complete the written form.

The filing date is the day you complete, sign, and mail this complaint form. Your complaint must be filed no later than 180 calendar days from the most recent date of the alleged act of discrimination. The complaint form and consent/release form must be dated and signed for acceptance. You have 30 calendar days to respond to any written request for information. Failure to do so will result in the closure of complaint.

Submit the forms by mail to:

Mesilla Valley Metropolitan Planning Organization

C/O Tom Murphy, MPO Officer

P.O. 20000

Las Cruces, NM 88004

If you have any questions or need additional information, please call (575) 528-3043 or e-mail mpo@las-cruces.org.

Please review the information on this page carefully before filling out the complaint form.



METROPOLITAN PLANNING ORGANIZATION

SERVING LAS CRUCES, DOÑA ANA COUNTY, AND MESILLA

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<http://mvmpo.las-cruces.org>

MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION DISCRIMINATION COMPLAINT FORM

Please review the information on the cover page carefully before you begin.

First Name, Middle Initial, Last Name

Street Address

City

State

Zip Code

Telephone Number

Email Address

Who do you believe discriminated against you?

First Name, Middle Initial, Last Name, Position in Organization

Name of Business/Organization

Street Address

City

State

Zip Code

When did the alleged act(s) of discrimination occur? Please all dates in mm/dd/yyyy format.

Date(s)

Is the alleged discrimination on-going? ☐ Yes (Sí) ☐ No

Where did the alleged act(s) of discrimination occur? (Attach additional pages as necessary.)

Name of Location

Indicate the basis of your grievance of discrimination.

☐ Race:

☐ Color:

☐ National Origin:

☐ Sex:

☐ Age:

☐ Disability:

☐ Religion:

Describe in detail the specific incident(s) that is the basis(es) of the alleged discrimination.

(Describe each incident of discrimination separately. Attach additional pages as necessary.)

Please explain how other persons or groups were treated differently by the person(s)/agency who discriminated against you.

Please list and describe all documents, emails, or other records and materials pertaining to your complaint.

Please list and identify any witness(es) to the incidents or persons who have personal knowledge of information pertaining to your complaint.

Have you previously or otherwise complained about this incident or related acts of discrimination? If so, please identify the individual to whom you made the report, the date on which you made the report, and the resolution. Please provide any support documentation.

Please provide any additional information about the alleged discrimination.

If an advisor will be assisting you in the complaint process, please provide his/her contact info

First Name, Middle Initial, Last Name

Street Address

City

State

Zip Code

Telephone Number

Email Address

This complaint form must be signed and dated in order to address your allegations. Additionally, this office will need your consent to disclose your name, if needed, in the course of our investigation. The Discrimination Complaint Consent/Release form is attached. If you are filing a complaint of discrimination on behalf of another person, our office will also need this person's consent.

I certify that to the best of my knowledge the information I have provided is accurate and the events and circumstances are as I have described them. I also understand that if I will be assisted by an advisor, my signature below authorizes the named individual to receive copies of relevant correspondence regarding the complaint and to accompany me during the investigation.

Signature (Firma)

Date (Fecha)



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MESILLA VALLEY METROPOLITAN PLANNING ORGANIZATION DISCRIMINATION COMPLAINT CONSENT/RELEASE FORM

Please review the information on this page carefully before you begin.

First Name, Middle Initial, Last Name

Street Address

City

State

Zip Code

As a complainant, I understand that in the course of an investigation it may become necessary for the Mesilla Valley Metropolitan Planning Organization to reveal my identity to persons at the organization or institution under investigation. I am also aware of the obligations of the Mesilla Valley Metropolitan Planning Organization to honor requests under the Freedom of Information Act. I understand that as a complainant I am protected from retaliation from having taken action or participated in action to secure rights protected by nondiscrimination statutes and regulations which are enforced by the Federal Highway Administration (FHWA) of the U.S. Department of Transportation.

Please check one:

- ☐ **I CONSENT** and authorize the Mesilla Valley Metropolitan Planning Organization (MVMPO), as part of its own investigation, to reveal my identity to persons at the organization, business, or institution, which has been identified by me in my formal complaint of discrimination. I also authorize MVMPO to discuss, receive, and review materials and information about me from the same and with appropriate administrators or witnesses for the purpose of investigating this complaint. In doing so, I have read and understand the information at the beginning of this form. I also understand that the material and information received will be used for authorized civil rights compliance activities only. I further understand that I am not required to authorize this release and do so voluntarily.
- ☐ **I DENY CONSENT** to the MVMPO to reveal my identity to persons at the organization, business, or institution under investigation. I also deny consent to have MVMPO disclose my information contained in the complaint with any witnesses I have mentioned in the complaint. In doing so, I understand that I am not authorizing MVMPO to discuss, receive, nor review any materials and information about me from the same. In doing so, I have read and understand the information at the beginning of this form. I further understand that my decision to deny my consent may impede this investigation and may result in the unsuccessful resolution of my case.

Signature (Firma)

Date (Fecha)