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 SFMPO-TCC MEETING
 February 23, 2015**

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**MINUTES OF THE
SANTA FÉ MPO
TECHNICAL COORDINATING COMMITTEE
February 23, 2015**

CALL TO ORDER

A regular meeting of the Santa Fé MPO Technical Coordinating Committee was called to order on the above date by John Romero, Chair, at approximately 1:30 p.m. in the Large Conference Room, 500 Market Station, Suite 200, Santa Fé, New Mexico.

ROLL CALL

Roll call indicated the presence of a quorum as follows:

MEMBERS PRESENT:

John Romero, Chair, City of Santa Fé
Erik Aaboe, Santa Fé County
Tamara Baer, City of Santa Fé
Vicki Lucero, Santa Fé County
Maria Lohmann, Santa Fé County
Desirae Luján, City of Santa Fe
Anthony Mortillaro, NCRTD
Dave Quintana, NMDOT
Ken Smithson, Santa Fé Trails

MEMBERS ABSENT:

Adam Leigland, Santa Fe County
Richard MacPherson, City of Santa Fe
Sandra Maes, Tesuque Pueblo

STAFF PRESENT:

Jason Coffey, NMDOT
Keith Wilson, Senior MPO Planner
Mark Tibbetts, MPO Officer
Erick Aune, MPO Transportation Planner

OTHERS PRESENT:

Elizabeth Martin for Carl Boaz, Stenographer

APPROVAL OF AGENDA

A motion was made by Ms. Baer and seconded by Mr. Aaboe to approve the agenda as presented. The motion was approved unanimously by voice vote.

APPROVAL OF MEETING MINUTES FROM January 26, 2015

A motion was made by Mr. Smithson and seconded by Mr. Aaboe to approve the minutes as presented. The motion was approved unanimously by voice vote.

1. COMMUNICATIONS FROM THE PUBLIC

There were no communications from the public.

2. Items for Discussion and Possible Action:

a. Review and Recommendation on Amendment 7 of the FFY2014-2017 Transportation Improvement Program – *MPO Staff*

Mr. Wilson, had a request from District 5 and a couple of additional amendments to consider. It appeared they would need to advertise again for public input.

Mr. Quintana adding to project. Need to do additional work. Bridge engineer needs to do some work. Also Cerrillos interchange add a new project to cover phase 3. For general questions and requests for information.

Mr. Wilson working out the details. Amendment 7 in packet. We will release for public review then bring to policy board.

Mr. Quintana could they approve pending.

Mr. Wilson said they would have public comment. We have the precedent of the Policy Board approving after this approval. If we have to do a special meeting it will be at your pleasure.

Ms. Baer on the memo you sent out it looked like there would be a link but it did not work.

Mr. Wilson ok, will make sure it works. It was a quick map showing ramp modification and where site actually is. To lengthen on ramp. When I get public comment it usually is to clarify where something is so I was trying to add that component in.

Mr. Wilson we asking for permission to re-release with amendments.

Mr. Aaboe asked if on S 100140 it is adding \$200,000 or if that is a different project

Mr. Quintana said it is a different project but in support of this project.

Ms. Baer are you anticipating those funds will be available.

Mr. Quintana said it will come from FY2015.

Ms. Baer asked if they have that money in hand.

Mr. Quintana said they have to find it. They have to shuffle things and make adjustments.

Ms. Baer asked if that will affect any of the other projects.

Mr. Quintana said it will not.

Mr. Aaboe understood there is \$800,000 there.

Mr. Quintana agreed. The money will have to be spent but it is a shell game with money at the end to spend.

Ms. Baer asked if DOT had to have public meetings to tell people that in those other places.

Mr. Quintana explained that if a project falls out of this fiscal year DOT doesn't have to inform the public that they are adding money to projects. That is only required when adding other projects. If projects are being removed DOT would have to go through amendment process to amend the STIP. And in adding more than 20% or \$2 million, it requires an amendment process. All the MPOs are advertising amendment changes as is the DOT so there are opportunities for comments.

Chair Romero said the MPO is looking for a TCC recommendation to advertise and move forward.

Mr. Wilson agreed and, at a minimum, to advertise for public comment for at least 15 days.

A motion was made by Mr. Aaboe and seconded by Mr. Smithson to advertise these amendments and if no public comments are made, to approve them. If there is public comment then not to be approved. The motion passed unanimously by voice vote.

b. Review and Recommendation on an Amendment to the FFY2015 and FFY2016 Unified Planning Work Program (UPWP) – MPO Staff

Mr. Tibbetts said there were very few changes. The MPO has additional FY 15 federal money to complete some of the items that were in the original version. This version allocates \$41,226 additional funding to specific activities. We did not spend all funds because of invoices coming in. These are 2015 monies to cover the obligated funds. We allocated them to program support, public participation and

transportation planning. We want to have an assessment done on access for transit stops and to help prioritize projects. Staff are considering tying it to the present contract.

Mr. Mortillaro asked where that is listed.

Mr. Tibbetts said it was listed in the body. He projected it on the screen but there was no handout.

Mr. Mortillaro concluded that they are not going to bid it out.

Mr. Tibbetts said it went through an RFP process. The MPO needs approval from the City Council to add to that contract. They are the ones who indicated they have the inventory process and do it on a regular basis.

Mr. Mortillaro pointed out it was another \$70,000. He said the NCRTD is conducting a system-wide ADA assessment done and it is in the low 60s with 200 stops.

Mr. Tibbetts said this one is 400 stops. The scope is to do quarter-mile sidewalk assessments. The City is in the process of having to expand to all streets. Now they are going back and doing an RFP on that. The MPO contract would help define it.

Mr. Mortillaro added that the overlap could happen with our stops.

Mr. Tibbetts agreed that they need to co-ordinate a database structure.

Mr. Mortillaro said the RTD is using Wilson & Company.

Mr. Tibbetts said they have to anticipate having the funds to do this. This is the first cut. That is how he adjusted this. They also looking at being on a fairly tight budget by September 30th and for the second quarter of next fiscal year they will pretty much have to have what their expenditures are going to be based on a normal allocation. They have been operating with a surplus of funds and now tightening up. The intention is to obligate all of these funds by September 30th this year. They have to get this approved by the TPB this week. He is looking for a recommendation for approval of this amendment by the Policy Board.

A motion was made by Mr. Aaboe and seconded by Mr. Mortillaro to recommend approval to the Transportation Policy Board. The motion passed unanimously by voice vote.

c. Development of the FFY2016-2019 Transportation Improvement Program – MPO Staff

Mr. Wilson said it is the time in this 2 year cycle where the MPO begins work on the next TIP program. It has a clearly defined process and will become a six-year program (2016-2021). Mr. Tibbetts handed out the almost finalized draft memo for the call for projects. The public participation plan also has a clearly defined process. They will give applicants 15 days to submit their projects and 120 days to complete the projects. Mr. Wilson ran through the draft and the schedule on the last page with the Committee. It is to be

released for public review. 2016 and 2017 will stay pretty much as they are now. 2018 and 2019 are pretty full already so there is only limited opportunity for projects to be funded in that time period. 2020 and 2021 are wide open for projects. He briefly described the NHPP which is the National Highway Performance Programs. They are limited to interstate highway projects and national highway system roadways. So that will look at St. Francis, Cerrillos Road and NM599 and a couple of minor roads (Alameda and Old Santa Fé Trail). Page three has the schedule.

Right now is the call for projects which will be open until April 10th to submit for consideration and that uses the PFF checklist to identify basic information and anticipated costs. The same rating system used in the MTP will be used for this program. At the April TCC meeting they can discuss the submittals. At the May TCC they will determine the projects to be submitted for funding and released to the public for a 30-day review. During that time, at least one public meeting will be held. At the June meeting, the final selection will be recommended to the TPB. After the TPB meeting which will also include public input, hopefully the recommendation will be submitted to the DOT. Mr. Wilson said he is available if anyone needs to discuss any projects. They must be consistent with MTP language but it is a pretty open process.

Mr. Quintana agreed and there is plenty of time to do that.

Mr. Wilson said they had a holding list of projects last time that did not get funded. Members might want to look at that list. He would include it when he sends this out. A new application would need to be submitted for them. It will also be on a future agenda.

Ms. Baer asked him to remind her how the TAP program fits or does not fit in with the TIP.

Mr. Wilson explained that TAP is another pot of federal funding. We just went through a process for TAP based on a competitive defined process. It has gone into the statewide process now. Top projects will get the funding. It is connected but not the same. Any project that received funding has to be listed in our TIP.

Mr. Mortillaro asked if those funds could be used for transit.

Mr. Wilson said he could use them for the first three years. It is a rather informal process.

Mr. Coffey said the process is fairly undefined. If anyone has a project to propose, they should send a letter to the state engineer and it can be reviewed. Flex funds can be used anywhere in the state.

Mr. Mortillaro asked Mr. Wilson to look into that and talk about it at the next meeting. His interest was in a route at 599 and a county road.

Chair Romero said the City passed the resolution to ask the State to move up in their priority.

Ms. Baer said there has been a discussion about goals and policies nationally and in this group about people's interest in all modes of transportation. When it comes to funding it seems to be all roads and just a very small portion of the other elements of transportation. Although we are doing a bicycle plan and a

pedestrian plan, all the money is going into streets. That is a potential weakness. The other gap she saw was if any of these other projects would get funded. Trail connections and pedestrian improvements depend on staff interest and the responsibility to bring those projects forward. Those positions don't exist so those projects get shorted. It is worth discussing ideas of how to fix that.

Chair Romero when you look at roadway projects, they are multi-modal projects, Even though they are in the roadway column a good majority of them are multi-modal projects.

Ms. Baer appreciated that. We do have a bicycle and trails master plan that a lot of effort went into. It identified the gaps and it is difficult to fund those gaps. She thought that should be a big priority. She asked how the state prioritizes. The plan we have should rise to the top to complete those segments.

Mr. Quintana pointed out that the state does not allocate TAP funds. The State spends no TAP funding. Any subsequent requests should be in the MPO plan. The big deal is that it is not a big pool of money. With any roadway project we have to address ADA and can address transportation as well.

Ms. Baer said it takes a lot of effort to spend this money and it makes more sense to use city funds for small projects rather than these funds.

Mr. Wilson said they have been looking at that. These are federal funds whose focus is interstate roads and systems. As we redo our long-range plan we will make sure they are fuller projects.

Chair Romero reminded the Committee that the TAP money is for transportation projects. The one positive is that there has been money for transportation alternatives.

Mr. Wilson thought the MPO has been doing pretty well this year with non-motorized projects.

Mr. Wilson said it goes back to being ready and having good planning. This has expanded over the last year. It is not a static situation.

Mr. Aaboe asked what STIP projects have been done in this area. The description is broad. He asked what have been successful recent projects.

Mr. Wilson in the road category the pot of money is not that big.

Mr. Quintana said it was not going as a stand-alone project but as a component of a larger project. That type of money could have been spent for Cerrillos Road. There is rural surface transportation funding that is flexible throughout our network.

d. Metropolitan Transportation Plan 2015-2040 Update and Draft Chapter Review – MPO Staff

Mr. Aune recalled at the meeting last month that several members asked that they be given several chapters to review as we go. There are four chapters complete with four other chapters to go. Our vision statement is a year of public comment and ideas. Santa Fe Metro evolves and is getting around. Trends

addresses what is working and what is not. The Needs section will be populated on the website so members can download and review them.

They are working on chapter 5 through 8 - Performance measures. It is in preliminary mode to determine what we are going to do to meet these needs. In two more months Chapters 5 and 6 will be done.

Mr. Aune said he would send out a link by email. They will add images and graphics.

Ms. Baer asked what the consultants' sources on housing and employment are.

Mr. Aune said they had recent studies completed by City and County based on demographic data, census data, and Mr. Wilson working with some data. It is a coordinated effort. At each place, the source is identified and if there is anything more substantive, like referencing an entire report that will be done.

e. Public Transit Plan Update– MPO Staff

Mr. Aune said the master plan is largely complete. They delivered and discussed the draft with service providers. Comments written and verbal have been received and submitted. They are now working and refining the document. Hopefully by this Thursday we will have a revised document for service providers to review and have a solid product by mid-March.

f. Pedestrian Plan Update – MPO Staff

Mr. Tibbetts said, as far as time frame, the plan is similar to the public transit plan. They just received a draft of the last chapter - implementation strategy. Prior to that there were recommendations for policy changes. They are still looking at many projects to help prioritize them. There are a lot of small projects that will have a hard time getting funded on their own. When combined together, they have a much greater impact and chance for funding. The plan deals with pedestrians that are finding their own way across and through the system. A lot of what they are looking at are corridors and functional pathways including from here to downtown. It will incorporate projects into roadway projects as the best way to fund.

Mr. Aaboe excused himself from the meeting.

Mr. Tibbetts hoped to have an amended version to show projects that have a specific impact on the different modes. He will have it ready for TCC review a couple of weeks before the next meeting in draft version. It will go through a 30-day public comment period. They have until the end of April to have this finalized.

g. Highway Safety Improvement Program Update – MPO Staff

Mr. Wilson announced that Steve Egan, traffic support for DOT has retired. DOT is in the process of moving the program to another department. Three road safety audit projects were approved. The audit identified solutions. He will post the report to the website so everyone can review it. DOT has funded a more detailed analysis and in the next 2 or 3 weeks he will have the outcome of that study. He briefly described the other road safety audit projects.

Mr. Coffey asked if this is from the statewide call. Mr. Wilson agreed.

Mr. Coffey said DOT is looking at analyzing what is outstanding. We need to talk about it and prioritize.

Mr. Wilson said it is a high priority.

Mr. Quintana agreed and in the next three months would be a task order.

h. Transportation Improvement Program: Project Updates – MPO Staff

Mr. Wilson said last month that he would do this. He distributed a handout of projects and went through the handout with the Committee.

S100130 - Ms. Luján described the status.

Ms. Baer heard there was an issue with a former city employee on this project.

Chair Romero explained that they were trying to figure if they want to tunnel.

TS00040 - Mr. Smithson said they are renaming. The shelters for the site are already constructed and being stored at this time. February 2016 is the anticipated opening.

TS00050 - Mr. Smithson reported that the all of the buses were received. This project could be taken off.

S 100150 - Ms. Luján said the project was completed and could be taken off.

Wd00030 Ms. Luján reported the project was completed.

Mr. Quintana mentioned the FHWA change order. The independent insurance testing is the sticking point

3. Matters from the MPO Staff

There were no matters from the MPO Staff.

4. Matters from TCC Members

There were no matters from TCC Members.

5. Adjourn - Next TCC Meeting: Monday March 23, 2015


Having completed the agenda and with no further business to come before the Committee, the meeting was adjourned at 3:10 p.m.

Approved by:



John Romero, Chair

Submitted by:



Carl Boaz for Carl G. Boaz, Inc.