



Santa Fe Metropolitan Planning Organization

"Promoting Interconnected Transportation Options"



Santa Fe MPO Transportation Policy Board

Thursday, April 25th, 2019

5:00 P.M.

City of Santa Fe Offices @ Market Station
500 Market Street, Suite 200, Santa Fe, NM
(Map: <http://tinyurl.com/l6kejeq>)

AGENDA

- ◆ Call to Order
 - ◆ Roll Call
 - ◆ Approval of Agenda
 - ◆ Approval of Meeting Minutes from February 28th, 2019
1. **Communications from the Public**
 2. **Items for Discussion and Possible Action:**
 - a. Santa Fe MPO Current and Up and Coming Projects and Programs Update – *Santa Fe MPO Staff will provide a list of projects and programs occurring as an educational update and to seek feedback on ways in which Board Members may support. This will include opportunities for Board Members to identify any issues and ideas that they may wish the MPO focuses on.*
 - b. Recommendation for Approval of Amendment to the 2015-2040 Metropolitan Transportation Plan Table 7.1 “Regional Roadway Priorities”: Including New City of Santa Fe Roadway Project – Camino Monte del Sol (between Cruz Blanca and Old Santa Fe Trail) \$120,000 for repaving and addition of shoulders – *MPO Staff*
 - c. Updates on progress of Draft 2019 Bicycle Master - *MPO Staff*
 - d. Update on Transportation Improvement Program projects – *MPO Staff*
 3. **Matters from the MPO Staff**
 4. **Matters from TPB Members**
 5. **Adjourn** - Next TPB Meeting: Thursday, May 23rd, 2019

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to the meeting date. The Santa Fe MPO is committed to compliance with Title VI of the Civil Rights Act of 1964, 49 CFR, part 2, and all related regulations and directives. The Santa Fe MPO assures that no person

shall on the grounds of race, color, national origin, gender, age, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity under any Santa Fe MPO program, activity or service.

SANTA FE MPO TRANSPORTATION POLICY BOARD
MEETING INDEX
February 28, 2019

Item		Page
Call to Order	Commissioner Ed Moreno, Chair of the Santa Fe MPO Transportation Policy Board called the meeting to order at 5:02 p.m. at the City of Santa Fe Market Station Offices.	
Roll Call	A quorum was established with roll call.	1
Approval of Agenda	Commissioner Hansen moved to approve the agenda as presented with a second from Councilor Lindell which passed by voice vote.	1
Approval of Minutes from November 29, 2018	Change Page 6 Paragraph 3 after "connection" remove Hansen Commissioner Hansen moved to approve the minutes as amended, with a second from Councilor Lindell which passed by voice vote.	1,2
1.) COMMUNICATIONS FROM THE PUBLIC		2
2.) ITEMS FOR DISCUSSION and POSSIBLE ACTION		
A) Selection of Chair and Vice Chair positions and welcome new member Rudy Garcia	Commissioner Hansen moved to approve the TIP Formal Amendment No. Self-Certification including new and modified projects listed herein (<i>see packet</i>), with a second from Councilor Rivera which passed by voice vote.	2
B) Consideration for Approval of Formal Amendment 6 to the 2018-2023 TIP	Commissioner Hansen moved to approve the Official 2020 MTP Kick Off date of March 1, 2019 in accordance to the Santa Fe MPO Public Participation Plan requirements mandating an 18 month time frame from kick off to approval for the update to the current Santa Fe 2015-2040 MTP	2,3
C) 2020 Metropolitan Transportation Plan Update Kick Off Notice March 1, 2019	with a second from Councilor Rivera, which was approved by voice vote.	3
D) Updates on progress of Draft 2019 Bicycle Master Plan		3-5
E) Update on Transportation Improvement Program Projects		5-6
MATTERS FROM MPO STAFF		6
MATTERS FROM THE TRANSPORTATION POLICY BOARD MEMBERS		6
ADJOURNMENT – Next Scheduled Meeting April 25, 2019	There being no further business to come before the MPO Transportation Policy Board, the meeting was adjourned at 6:32 p.m.	6
SIGNATURES		6

SANTA FE MPO TRANSPORTATION POLICY BOARD
City of Santa Fe Offices at Market Station
500 Market Street, Ste. 200 Santa Fe, NM
February 28, 2019

1. CALL TO ORDER

Commissioner Ed Moreno, Chair of the Santa Fe MPO Transportation Policy Board called the meeting to order at 5:02 p.m. at the City of Santa Fe Market Station Offices. A quorum was established with roll call.

2. ROLL CALL

PRESENT:

Commissioner Ed Moreno, Chair
Commissioner Anna Hansen, Vice Chair
Edward Escudero, Pueblo of Tesuque
Councilor Signe I. Lindell
Councilor Carol Romero-Wirth
Councilor Chris Rivera
David Quintana (Proxy for Tamara Haas, NMDOT)
County Commissioner Henry Roybal (via telephone)

NOT PRESENT/EXCUSED:

County Commissioner Rudy Garcia

OTHERS PRESENT:

Erick Aune, MPO
Linda Vigil, Stenographer

NOTE: All items in the packet for all agenda items were incorporated herewith by reference. Any exhibits presented at the meeting are attached. The original packet is on file with the MPO staff.

APPROVAL OF THE AGENDA

MOTION: Commissioner Hansen moved to approve the agenda as presented with a second from Councilor Lindell which passed by voice vote.

APPROVAL OF THE MINUTES- November 29, 2018

Change Page 6 Paragraph 3 after "connection" remove Hansen

MOTION: Commissioner Hansen moved to approve the minutes as amended, with a second from Councilor Lindell which passed by voice vote.

1. COMMUNICATIONS FROM THE PUBLIC

There were not any public comments.

2.) ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

A.) SELECTION OF 2019 CHAIR AND VICE CHAIR POSITIONS AND WELCOME NEW TPB MEMBER RUDY GARCIA

Commissioner Hansen explained there was a discussion at a previous meeting however the City was not present. She would like to be Chair, there are not any rules about the structure of the Board Chair and Vice Chair.

Councilor Rivera states it is a good idea to alternate every year. Councilor Maestas was the previous Chair, and Commissioner Moreno became Chair after. Historically it has been an alternating County and City seat.

Mr. Escudero doesn't see the issue he would nominate Commissioner Hansen with a second from Commissioner Roybal.

Councilor Lindell would also like to alternate County and City Chairs and it is reasonable.

Mr. Escudero withdrew his nomination.

Commissioner Hansen would like to keep harmony with the City and continue to work with them.

MOTION: Commissioner Hansen nominates Councilor Romero-Wirth for Chair, with a second from Councilor Lindell which passed by voice vote.

MOTION: Councilor Rivera moved to nominate Commissioner Hansen to continue serving as Vice Chair, with a second from Councilor Lindell which passed by voice vote.

Chair Romero-Wirth thanked Commissioner Moreno for his work during the last year.

B.) CONSIDERATION FOR APPROVAL OF FORMAL AMENDMENT 6 TO THE 2018-20123 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Mr. Aune presented amendment 6, which started in January during a call for projects. They allowed the normal fifteen day review and there were not any comments from the public. The TCC met on Monday and recommended the projects.

Mr. Aune presented some photos for the particular projects on a slideshow:
Alta Vista-solar paneled crosswalk beacons
Agua Fria and Cottonwood-intersection
NM 599/US 285-ramp
NM 466-St. Michael's road diet

Mr. Quintana states NMDOT states by the summer they will address the St. Michaels Drive project.

Councilor Rivera asked if the construction starts and the funding is given in 2023 would that jeopardize the project. Mr. Quintana state it shouldn't, there are parts of it for example the pedestrian crossings already allocated. The study will also address other projects upcoming. It is a priority to the NMDOT Dist. 5.

MOTION: Commissioner Hansen moved to approve the TIP Formal Amendment No. Self-Certification including new and modified projects listed herein (*see packet*), with a second from Councilor Rivera which passed by voice vote.

C.) 2020 METROPOLITAN TRANSPORTATION PLAN UPDATE KICK OFF NOTICE (*DISCUSSION ITEM*)

Mr. Aune explained the need to approve the notice plan. The process will be advertised in the newspaper and website, then they can begin the discussion on the MP Plan.

They can hire a firm to work on the details of updating the plan. This is a formality then they can tell the NMDOT they checked off the list of their 18 month plan.

MOTION: Commissioner Hansen moved to approve the Official 2020 MTP Kick Off date of March 1, 2019 in accordance to the Santa Fe MPO Public Participation Plan requirements mandating an 18 month time frame from kick off to approval for the update to the current Santa Fe 2015-2040 MTP with a second from Councilor Rivera, which was approved by voice vote.

D.) UPDATES ON PROGRESS OF DRAFT 2019 BICYCLE MASTER PLAN (*DISCUSSION ITEM*)

Mr. Aune explained the plan and the process of the Bicycle Master Plan. April 8, 2019 they will release the plan to the MPO TCC to release for the public review.

Mr. Aune states in May there are events such as Bike to Work Week. Mr. Aune states the BTAC Committee will comment on the draft and projects.

Mr. Aune described how the survey helped to identify trends and the needs of the community.

Councilor Lindell asked who designed the survey. Mr. Aune explained it was a joint effort between the MPO a firm from Denver and some others. Councilor Lindell asked about statistical analysis and demographics.

Mr. Aune states they were able to collect zip code, age, gender etc.

Councilor Lindell asked for the information to be sent to the Board members.

Mr. Aune states the entire survey is on a poster, he can post it. Councilor Lindell asked to see the first release draft of the plan as well.

Commissioner Hansen asked how the notice of the ad hoc meeting they had was sent out. Mr. Aune states the event was organized by Tim Chapman of Broken Spoke and other organizations.

Chair Romero-Wirth asked have they reached a broad sense from the citizens of the City and County? Mr. Aune states they got a lot of support from Chainbreakers who helped send to several members in different areas.

Chair Romero-Wirth asked if there is time to make sure they have a response from a broad demographic.

Mr. Escudero asked if they are looking at the progress on the plan of the Master Plan. Will there will be more time to outreach? Mr. Aune states he will see what he can do to reach out to more areas of the City and County. Mr. Aune states there is a good representation from all districts.

Chair Romero-Wirth suggests to hold some of the public meetings at other locations in town. Councilor Lindell states there are bike clubs and there are many others and would like to reach others.

Chair Romero-Wirth states she wants to see the trail system expand and would like to see it worked on in all areas.

Mr. Escudero asked if there was a previous plan. Mr. Aune states it is from 2012.

Mr. Quintana states if there may be other ways and not to focus too much on the need to get bike lanes on major roads. He is afraid they are not seeing other opportunities.

Mr. Aune states they came in with that understanding, the folks they spoke to aren't just the bicyclists. The process will show the challenge of diversity. Now they need to work on connectivity and intersections.

Councilor Rivera asked if the survey can show the City and County residents. Mr. Aune states the zip code will show. Chair Romero-Wirth states the zip codes are shared in some areas.

Mr. Escudero states the bike clubs tend to use the frontage road near Tesuque and because they use it a lot there and if there were accidents, can they include a shared risk.

Mr. Aune states the Governor Dorne did mention it before.

Chair Romero-Wirth states there isn't a lot of demographics and asked the MPO to review and push the time line out to capture more diversity.

Mr. Aune at this time they can stop and reconsider moving forward. What they have taken into consideration is that they look at the lens and want to build for everyone.

There will be a rough draft on April 8 and the next meeting is after, there isn't enough time to see more demographics.

Commissioner Moreno thinks the message is broaden the efforts to try to reach more people.

Mr. Aune states he can put together a briefing with more details on the work they did and find the expectation of the Board.

Mr. Aune they had the same issue with the Transit Master Plan, the consultants had to pay people to comment (from their resources).

Chair Romero-Wirth explained they can at least point to the things they've done to try to reach a diverse group.

Mr. Aune states the consultants had some suggestions like attending church events etc.

Chair Romero-Wirth states they can

Mr. Aune states they can look at it more.

Brad Clavio of SF County Transportation appreciated the comments on the public participation. He offered assistance in that area. He commends the interactive online portal that the MPO has. The consultants were wanting to design for a family not necessarily a group.

E.) UPDATE ON TRANSPORTATION IMPROVEMENT PROGRAM PROJECTS

Mr. Aune presented the update on TIP Projects (*see packet*). Mr. Aune reported the Guadalupe project is moving ahead at 30% design. At this stage, the engineers take into consideration the challenges of the project.

Mr. Aune reported the NE/SE Connector project that the County is taking over is getting underway. The Avenida del Sur project is getting cost estimates; *this project goes from the Rancho Viejo to NM 14.*

Councilor Lindell asked about the Ridesharing program.

Mr. Aune explained the transit service and federal funding allow for those who may not otherwise be able to use transportation. It is a paratransit service.

Councilor Rivera asked about a project on the list that looks identical to another except for the TS and version number. The funding looks the same. Mr. Quintana states the year is programmed in and is in different fiscal years.

Mr. Clavio states the program works with NMDOT Park and Ride and SF Trails. It is a great service.

3.) MATTERS FROM THE MPO STAFF

There were not any matters from the MPO Staff.

4.) MATTERS FROM TPB MEMBERS

Councilor Lindell asked about repairs to the pavement on Paseo de Peralta. Mr. Quintana states the NMDOT prioritized that project. They will get funding this year.

Councilor Lindell asked about the section on Paseo to the Cemetery. Mr. Quintana states they have talked about it to see if the City would take it over. They hope to meet with the City about it.

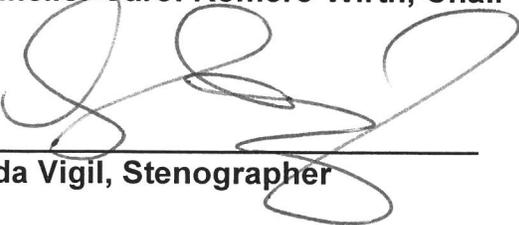
Mr. Quintana reported NMDOT is in the process closing the left lane on St. Francis and Mercer to work on that lane.

5.) ADJOURNMENT-NEXT TPB MEETING-MONDAY APRIL 25, 2019

There being no further business to come before the MPO Transportation Policy Board, the meeting was adjourned at 6:32 p.m.

SIGNATURES

Councilor Carol Romero-Wirth, Chair



Linda Vigil, Stenographer



Santa Fe MPO Staff Report

Santa Fe MPO Transportation Policy Board:
April 25, 2019

Matter for Discussion: Santa Fe MPO Current and Up and Coming Projects and Programs Update –

Santa Fe MPO staff work on a variety of projects supporting member agencies and as a means to administer the two federal planning grants (FHWA Sec. 112 and FTA Sec 5303). Below is a list as an examples as a means to inform the Policy Board and to offer the consideration of more discussion and information if desired.

- A. Website Redesign – The MPO has contract with a consultant to revise the website to make it more user friendly on the front end and to be able to manage our content more efficiently. The project began April 4th and will continue for several months.
- B. Quarterly Reporting – The MPO planning grants are reimbursable grants supported by the City of Santa Fe. Each quarter two very lengthy and detailed reports are put together identifying all hours worked costs associated with MPO activities. The invoices are submitted to NMDOT’s Planning Bureau for the FHWA grant and the Transit Division for the FTA grant and if approved checks are sent to the Finance Department for processing. These reports take several days to prepare.
- C. Bicycle Master Plan Update – Staff is working with consultants preparing the first draft for 30 day public review. This includes a revised list of Phase A, B, C projects, a new interactive website for project planning and management, newly developed design guidelines and a variety of other elements in the plan.
- D. Support of the Transportation Improvement Program – Staff utilizes the NMDOT’s eSTIP web based platform to update the TIP, process administrative amendments, develop reports, process formal amendments and other such duties.
- E. Travel Demand Modeling support. The Santa Fe MPO contacts with ECO Resources Management to keep our MPO Travel Demand model up to date. This model is a key resource for our member agencies as the plan infrastructure projects. The model is being used for the development and design of the County’s NE/SE Connectors, Avenida del Sur Extension the City’s study of the Arroyo Chamisos Crossing, the City’s update to the Impact Fee study and other such projects.
- F. MPO staff supports the review of current planning projects when transportation elements come to light. This includes roadways, trails, transit and pedestrian facilities.
- G. MPO staff support transit agencies by providing data
- H. MPO staff is actively involved with NMDOT’s Pedestrian Safety efforts seeking to derive a State Wide Pedestrian Safety Plan
- I. MPO staff support Santa Fe Bike Week (Formerly Santa Fe Bike-To-Work Week) through planning, coordination, marketing etc.)

- J. MPO staff is tasked with all elements of MPO budgeting this includes keeping our federal budget up to date as funds become available, processing federal funds through the City's procurement and Finance Department via Budget Adjustment processes. Develops an annual Budget via the City's Open-Gov budgeting program and day to day monitoring of federal grant expenditures via the City's Enterprise One general ledger. This includes requesting purchase orders, submitting invoices requesting quotes, drafting RFP/Qs, developing contacts etc.
- K. MPO staff has been working diligently with the City HR Department to hire for two vacant positions. The first round resulted in an offer which was declined. That position is in the process of being reposted. We are currently interviewing for a technical position that would assist with all elements of MPO system management requiring skills around data base management, GIS and web base platforms.
- L. MPO staff attends mandatory trainings and quarterly meetings around the state and conferences to support professional development.

This is a snapshot of some of the work projects staff is focused on. Each quarterly report requires a detailed narrative of staff hours work broken out into tasks. Staff will be happy to update the Policy Board on any matters of interest to them and if there are ideas for plans, policies, projects, educational elements that the Board would like to take the lead on we would be happy to support those efforts.



Santa Fe MPO Staff Report

Transportation Policy Board:

April 25, 2019

Matter of Approval: Recommendation for Approval of Amendment to the 2015-2040 Metropolitan Transportation Plan Table 7.1 “Regional Roadway Priorities”: Including New City of Santa Fe Roadway Project – Camino del Monte Sol (between Cruz Blanca and Old Santa Fe Trail) \$120,000 for repaving and addition of shoulders

RECOMMENDED ACTION: Recommend approval to amend the 2015-2040 MTP to include a new project in Table 7.1 “Regional Roadway Priorities” including City of Santa Fe’s Camino Monte del Sol for repaving and addition of shoulders.

Since the release for 30 day public review the Santa Fe MPO received 18 communications in regards to this amendment. All communications were strongly in favor of this amendments. All communications will be available for your review during the meeting and submitted for the record.

Background:

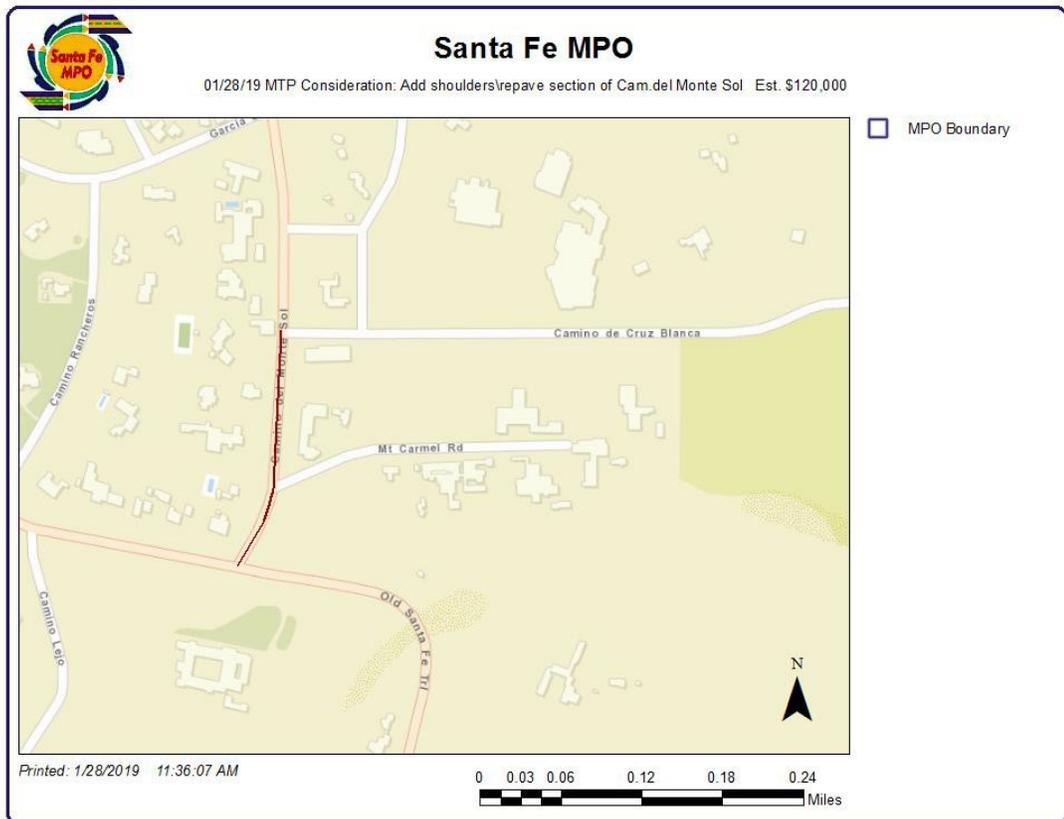
The Santa Fe MPO must prepare and update the Metropolitan Transportation Plan (MTP), in accordance with 49 USC 5303(i), to accomplish the objectives outlined by the MPO, the state, and the public transportation providers with respect to the development of the metropolitan area’s transportation network. This plan must identify how the metropolitan area will manage and operate a multi-modal transportation system (including transit, highway, bicycle, pedestrian, and accessible transportation) to meet the region’s economic, transportation, development and sustainability goals – among others – for a 20+-year planning horizon, while remaining [fiscally constrained](#). The Santa Fe MPO, 2015-2040 MTP includes:

- Highlighting the relationship between public health and transportation policy and investments;
- Integrating our multi-modal master plans including the Metropolitan Bicycle, Pedestrian and Transit Master Plans; and
- The development of a performance management approach to transportation investments.
- Guides Federal, State and local transportation funds
- Reflects and implements the community’s vision for its future transportation system
- Includes strategies, projects and funding options to realize that vision.

At the request of the City of Santa Fe an amendment to the MTP's Regional Roadway Priorities" list to include the following and scored according to the Evaluation Criteria listed below:

From Javier A. Martinez, City of Santa Fe:

This particular section of Camino del Monte Sol is very narrow, approximately 20'. This section of road appears to be overlaid after the initial installation as you can see the original curb with asphalt placed over the curb in some locations. The dirt shoulders have larger potholes from vehicles driving on the dirt shoulder but the pavement potholes are minimal. We will send a crew out to try and regrade the shoulder when we get a few days of warmer weather and the ground thaws out. In addition, Streets drainage crews visit this area frequently as there is a major drainage issue at the corner of Camino Monte del Sol and Camino de Cruz Blanca. There is a drainage culvert that flows from East to West across Camino del Monte Sol. This culvert gets plugged with silt and debris and has to be cleaned out periodically. The outlet flows to a natural drainage which enters the adjacent property at 808 Camino Monte del Sol. The property owner has constructed a coyote fence to try and reduce the flows into the property which dams the water and creates a pond on Camino Monte del Sol. The previous director worked with Land Use to try and remedy the situation with the owner however I believe this never got resolved. A project would need to be developed to address the drainage and expand the roadway to include shoulders. This project would have to be added to the Metropolitan Planning Organization list of roadway improvements and prioritized and wait for funding. I



believe the estimate for \$120,000 would be for addition of shoulders and repaving the street but did not include engineering design costs or costs to repair the drainage. Please let me know if you need any additional information.

Project Details:

- **Camino del Monte Sol (between Cruz Blanca and Old Santa Fe Trail)**
- **\$120,000 for the addition of shoulders and repaving**
- **Classification: Minor Collector**
- **Drainage: TBD**
- **(Draft project map attached above)**



Santa Fe MPO Staff Report

MPO Transportation Policy Board:

April 22, 2019

Update: 2019 DRAFT Bicycle Master Plan Review and Release for 30-Day Public Review

Santa Fe MPO staff met with City staff and officials after the February Policy Board to further discuss options to reach members of the community from the Southern parts of the metro area.

We agreed the City at this time did not necessarily have specific metrics or processes in place when considering public engagement and that there should be formal outreach steps and ideas put in place. The MPO reopened the public bicycle master plan survey and targeted citizens from the southern part of metro area including outreach to the Santa Fe Public Schools via Sustainability Coordinator Elena Kayak, requested support from local consultant Rosemary Romero, and setting up a public outreach table at the Genoveva Chavez Community Center and support from the City's IPO Officer via the City's Facebook page. These efforts resulted in an additional 54 respondents to the survey totaling 824 responses.

The Santa Fe MPO follows the same federal guidance set forth for updated and adoptions of the Metropolitan Transportation Plan as each "Master" Plan is considered a formal extension of the MTP, in accordance with 49 USC 5303(i), to accomplish the objectives outlined by the MPO, the state, and the public transportation providers with respect to the development of the metropolitan area's transportation network.

The DRAFT Plan is being finalized in early April and the TCC will be asked to "release for 30-Day Public Review" following the below revised schedule.

- 1. April 22nd, Santa Fe MPO Technical Coordinating Committee to release draft for 30 Day Public Comment (Public Notice to be placed in Santa Fe New Mexican on Friday, April 26th)**
- 2. May 11th – 19th Santa Fe Bike Week – Draft will be available during multiple events for public review**
- 3. May 15th – Request for the City's Bicycle Trails Advisory Committee to formally recommend draft document for approval by MPO Policy Board**
- 4. May 20th Santa Fe MPO Technical Coordinating Committee updated on review process**
- 5. May 22nd, Consider Public Review Open House**

- 6. May 23rd Santa Fe MPO Policy Board provided updates as to draft review**
- 7. May 26th End of 30 Day Public Review**
- 8. June 11th Final Draft Sent to TCC and TPB**
- 9. June 24th - TCC Recommendation for Approval**
- 10. June 25th - TPB Adoption**