

**SUMMARY OF ACTION  
 SANTA FE MPO TECHNICAL COORDINATING COMMITTEE  
 CITY OF SANTA FE OFFICES @ MARKET STATION  
 MONDAY, MARCH 21, 2016**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF AGENDA	APPROVED	1
APPROVAL OF MINUTES January 25, 2016	APPROVED	2
COMMUNICATIONS FROM THE PUBLIC	NONE	2
 <u>ITEMS FOR DISCUSSION AND POSSIBLE ACTION</u>		
PRESENTATION OF THE DRAFT UPWP FOR FFYS 2017 AND 2018	INFORMATION/DISCUSSION	2-5
UPDATE ON TRANSPORTATION IMPROVEMENT PROGRAM PROJECTS	INFORMATION/DISCUSSION	5-7
MATTERS FROM THE MPO STAFF	INFORMATION/DISCUSSION	7-8
MATTERS FROM TCC MEMBERS	NONE	8
ADJOURN	ADJOURNED	8

**SANTA FE MPO TECHNICAL COORDINATING COMMITTEE  
CITY OF SANTA FE OFFICES @ MARKET STATION  
300 MARKET STREET, SUITE 200, SANTA FE, NM  
March 21, 2016 1:30 pm**

**1. CALL TO ORDER**

The meeting of the MPO Technical Coordinating Committee was called to order by Chair Romero at 1:30 pm, at the City of Santa Fe Offices @ Market Station, 300 Market Street, Suite 200, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT**

John Romero, Chair, City of Santa Fe  
Mark Hogan, Santa Fe County  
Richard McPherson, City of Santa Fe  
Ray Matthews, Santa Fe County  
Dave Quintana, City of Santa Fe  
Annette Grenillo, Santa Fe Trails  
Noah Burk for Greg Smith, City of Santa Fe  
Paul Brasher, NMDOT  
Vicki Lucero, Santa Fe County  
(Vacancy), Tesuque Pueblo

**MEMBERS ABSENT**

Anthony Mortillaro, NCRTD

**STAFF PRESENT**

Mark Tibbetts, MPO Officer  
Keith Wilson, Senior MPO Planner  
Eric Aune, Planner

**OTHERS PRESENT**

Robin Elkin, NMDOT  
Elizabeth Martin, Stenographer

**3. APPROVAL OF AGENDA**

**MOTION** A motion was made by Mr. Quintana, seconded by Mr. Matthews, to approve the agenda as presented.

**VOTE** The motion passed unanimously by voice vote.

**4. APPROVAL OF MEETING MINUTES FROM JANUARY 25, 2016**

Mr. Elkin said a correction is needed on page 3. It should say at the discretion.

**MOTION** A motion was made by Mr. Matthews, seconded by Mr. McPherason, to approve the minutes as amended.

**VOTE** The motion passed unanimously by voice vote.

**5. COMMUNICATIONS FROM THE PUBLIC**

None

**6. ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

**a. PRESENTATION OF THE DRAFT UPWP FOR FFYS 2017 AND 2018**

Mr. Tibbetts said the draft UPWP is in your packet. It is a requirement and is due to DOT in draft form by the end of April. Funding for those two years comes from Federal Transportation Funds and two grants. We are currently looking at a third. We have been successful in getting a grant thanks to Eric Aune. He is now working to get an additional grant for transit planning. The amounts we receive from the Federal Government are by formula. The Federal Transportation Act has been funded by continuing Resolutions and static funding but fortunately we had surplus funds which will be all spent by September of this year. The new act, Fixing American's Transportation Act (FAST Act) has been funded and it raised the amount a bit to New Mexico and metropolitan planning. We are up by \$5,000 to \$7,000. This UPWP has several planning documents we completed last year updating our plans and projects. Those were funded through surplus monies. They are previously undistributed funds that we got. Originally the funding formula was agreed upon in 2012. We had two staff then and we have had Eric now since 2013. This means that the funding we are getting pays for our staff and allows us to function as an MPO. Other than that items like consultation will be limited. In light of that, we are going to be seeking additional funds through other programs. We spelled it out in the program while maintaining our four main tasks as you see in the document in your packet.

Mr. Tibbetts reviewed the document in the packet. It is a lean work program but we will still be doing what we do best. Getting projects up and running and funded. Right now we have a project that is a paid consultant working on information regarding bus stops and connectivity. Eric is working on a youth, teen, and pre teen transportation study. The City is going to be embarking on a transition plan for ADA compliance on all of their sidewalks. We will keep that folded in to focus on priority areas. We assume

there will be a number of deficiencies and not much funding to fix it.

Mr. Tibbetts said DOT Midwestern Data stores data for us.

Mr. Wilson said it is an on line tool he in process of backing up data to so that we have it updated. All short term accounts are there. It is basically a google map with dots where you click on the dot and see what has been done.

Mr. Brasher asked who has access to the information.

Mr. Wilson said it is for the public.

Mr. Brasher asked is it just a count and how detailed is it.

Mr. Wilson said it can be as detailed as we want. It is volume data.

Mr. Brasher asked they don't sell this data to anyone do they.

Mr. Wilson said they do, such as the State.

Mr. Brasher said he means to insurance companies, lawyers and entities such as that.

Mr. Wilson said they make their money selling their system to us and others.

Mr. Brasher asked are you the only one who inputs data.

Mr. Wilson said the State is looking at it and Farmington has it. If the State goes in that direction then it makes sense to have a system for the whole state and not separate ones.

Mr. Brasher said he would like to have a look and see what is there.

Mr. Wilson said most of our data becomes public record.

Chair Romero asked are you planning to move forward on any more of the Pedestrian Plan. There were not any cost estimations for the projects included in the Plan. He is trying to spend some money on the Pedestrian Plans but is having a hard time because there are no costs available.

Mr. Tibbetts said on the Bus Stop Assessment the bus stop is giving us a location and how much activity is at the bus stops and school locations in the area of the stop. As a point of destination and linking trips we build buffers around the bus stops and school locations. Yes, once that bus stop analysis is completed that will help at least direct areas and priorities. To get into specifics and costs will take a bit longer. We are

not quite there to get at that level. It is more to see what can be done so that the pedestrian environment gets more user friendly. There is going to be more work to develop priority areas for the Pedestrian Plan. The Bus Stop Assessment should be complete by next month.

Chair Romero said his question is about the \$50,000 allocated for pedestrian planning. Are you guys going to update the Pedestrian Plan and give costs this year.

Mr. Tibbetts said this work program is for two years and starts in the Fall of this year. Yes, anything we can do now working on the Pedestrian Plan we can do. We don't have a specific time frame.

Chair Romero asked will the Pedestrian Plan have a prioritized list of projects with costs. That way he can explain to Council when things will happen.

Mr. Tibbetts said yes, to what extent he is not sure. It may just be the top three areas of critical concern, but yes.

Mr. Matthews said you said your budget is pretty lean. Will you seek additional funds for consultant services.

Mr. Tibbetts said yes. At a minimum we need consultants to do traffic counts. At this point we are looking at what is the value of us doing it individually as opposed to consultants. Our main focus now is implementing these Plans. We don't foresee too many more planning documents. We do foresee planning studies. Eric is working very effectively on finding funds for studies that would move the Plans forward.

Chair Romero said we do appreciate everything you help us with, which is quite extensive. Looking at these costs it seems we do put a lot of money into bike planning. He would consider the Pedestrian Plan to not be as comprehensive or complete. He understands you have limited resources, but is wondering why do we still have so much time associated with bike planning as opposed to getting the travel and demand plan complete and correct.

Mr. Wilson said we should have an updated travel plan at the end of this UPWP. We won't be doing a full on update. It will reflect a guesstimate. On the bikeway stuff we get heavily involved with what is implemented through the Bond and bike share program. The Bicycle Master Plan has a lot of moving parts to it and it takes a lot of our staff time to implement.

Chair Romero said he appreciates that we are trying to be multi model but he thinks pedestrian has not gotten as much effort from all of us as cars and bikes have. Especially with this ADA Transition Plan coming up. It seems the Bicycle Master Plan is done and that is helpful but it would be nice if the Pedestrian Master Plan was at that

level. He is not taking away the importance of bikes but it would be nice to get the others caught up.

Mr. Wilson said this is a draft. We don't have to have this finalized until June so maybe over the next few weeks we can work with you and any others interested on something we can do with the Pedestrian Plan.

Chair Romero said it would be immensely helpful to have the Pedestrian Plan done. He gets a lot of calls on the lack of adequate facilities for pedestrians.

Mr. Tibbetts said this is important. We have devoted hours to pedestrian issues. We expect to have the Bicycle Plan updated and some time will go to updating that. He does agree with you. The Pedestrian Plan does not have many specific projects and costs. It needs that in order to get funding. We welcome your input on that. We can modify this. This was a presentation for you to see where we are at.

**b. UPDATE OF TRANSPORTATION IMPROVEMENT PROGRAM PROJECTS**

Mr. Wilson said the chart of projects and their status is in your packet. He will run through it quickly and if you have a update let us know.

**S1000070** Mr. Brasher said the construction is complete. We just have a bit of re-vegetation to do.

**S100120** Mr. Hogan said we have hit a couple of snags with a couple of aspects on the project. NMDOT has questioned if they are committed to part of it. Another issue has to do with interest in closing out the Corridor Alignment Study after Phase A and B are complete. The interest is in closing out before Phase C is done. He is hoping that is a short term situation due to turnover at DOT. It brings the completion of both those projects into question.

Mr. Wilson asked Mr. Brasher if there is anything we can do on this.

Mr. Brasher asked is there Phase C money.

Mr. Hogan said it is budgeted but we cannot proceed until we have a 30% design completion. We can't get that going because NMDOT cancelled the procurement of the NE connector.

Mr. Brasher said he is not up to date on that.

Mr. Wilson said he will help coordinate with Paul and you and who ever else has to be involved.

**S100130** Mr. Quintana said the construction started in March. It is moving along nicely.

Mr. Tibbetts asked is it Carlos Rey to St. Michaels and does the construction phase go to Yano.

Mr. Quintana said yes, that is a typo. We are tying into the storm drain and taking lighting down that way. St. Michaels to Yano. They are working five 12s a week. Nights as needed.

**S100140** Mr. Brasher said it is on schedule.

**5100160** Mr. Brasher said it is functionally done and open to traffic.

**S100230** Chair Romero asked what kind of funding is this one.

Mr. Wilson said Federal.

Chair Romero asked is there a plan for that money if we can't get it allocated right away.

Mr. Wilson said if road exchange has not occurred.

Chair Romero asked when will the money be allocated.

Mr. Quintana said it is just a matter of writing up an RFP.

Mr. Wilson said the deadline to have everything in place to allocate is 2018.

Chair Romero asked is it the intent to get the design out of the way first.

Mr. Quintana said yes.

**S100270** Chair Romero said this should be going in the next couple of weeks. It will take less than two months to compete.

**S100350** Mr. Brasher said it is in design.

- S100370** Chair Romero said we have a scope and it will go now to Finance and Council.
- S100420** Mr. Brasher said this one and the next one are under design. This one is a at our general office.
- S100440** Mr. Brasher said this is in negotiation for a designer. We should have them in a couple of weeks.
- S100480** Mr. Burk asked what is the extent of it.

Mr. Hogan said Old Las Vegas Highway and El Gancho to just the other side of Quail Run.

- S100280** Chair Romero said we have opened bids.
- S100281** Mr. Quintana said we are waiting for concurrence from Brad Fisher.
- S100282** Mr. Hogan said it has been bid and awarded and we are getting ready to start.
- S100390** Chair Romero said the pre bid is done.

## **7. MATTERS FROM MPO STAFF**

Mr. Tibbetts said he has some feedback for District 5. We received some public comments that on 1-25, over the years, with all the construction going there had been clean up crews for the litter all the way to La Cienega. Does District 5 contract that with corrections.

Mr. Brasher said with corrections yes. There are a couple of Adopt a Highway areas out there as well.

Mr. Tibbetts said it does not seem like there has been much activity lately. He was wondering when or why it may begin.

Mr. Brasher said there is a program. We will be starting an herbicide program soon to preclude fires and sight obstructions.

Mr. Tibbetts asked it is more of the public's fault. Is there some way to remedy it.

Mr. Brasher said we are going to launch a campaign for Adopt a Highway soon. They do a pretty good job.



Mr. Aune said Penny Green with the County is doing a presentation next week regarding the Zoning Map. If anyone has concerns let him know so he can bring them to the table.

Mr. Matthews said he has not looked at the entire Zoning Map but where he looked he did not see any substantive changes.

Mr. Tibbetts asked that we go around the table and everyone introduce themselves since we have some new faces.

**8. MATTERS FROM TCC MEMBERS**

None

**9. ADJOURN**

The meeting adjourned at 2:55 pm.

---

John Romero, Chair



---

Elizabeth Martin, Stenographer