



## Santa Fe Metropolitan Planning Organization

*"Promoting Interconnected Transportation Options"*



### Santa Fe MPO Transportation Policy Board

**Thursday April 28, 2016, 4:30 P.M.**

*City of Santa Fe Offices @ Market Station  
500 Market Street, Suite 200, Santa Fe, NM  
(Map: <http://tinyurl.com/l6keieq>)*

### AGENDA

CITY CLERK'S OFFICE

DATE 4/20/16 TIME 9:00am

SERVED BY Mark Tibbitts

RECEIVED BY [Signature]

**CALL to ORDER**

**ROLL CALL**

**APPROVAL of AGENDA**

**APPROVAL of MINUTES:** *March 24, 2015*

**A. MATTERS FROM THE PUBLIC**

**B. ITEMS for DISCUSSION and POSSIBLE ACTION:**

1. Review of scheduled meeting start time.
2. Approval of Draft UPWP for FFYs 2017 & 2018– *MPO Staff*
3. Presentation of NCRTD Long Range Strategic Plan– Tony Mortillaro, Executive Director, NCRTD
4. Update on Transportation Improvement Program (TIP) projects– *MPO Staff*

**C. MATTERS FROM THE MPO STAFF**

**D. MATTERS FROM THE SFMPO TRANSPORTATION POLICY BOARD**

**E. MATTERS FROM THE NMDOT AND FHWA**

**F. ADJOURNMENT – Next Scheduled Meeting May 26, 2016**

*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.*



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MPO TRANSPORTATION POLICY BOARD  
March 24, 2016

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MINUTES OF THE  
SANTA FE  
MPO TRANSPORTATION POLICY BOARD  
Market Station  
March 24, 2016

CALL TO ORDER

The Santa Fe MPO Transportation Policy Board was called to order by Chair Carmichael Dominguez, at approximately 4:30 p.m., on Thursday, March 24, 2016, at Market Station 500 Market Street, Suite 200, Santa Fe, New Mexico.

ROLL CALL

Members Present

Councilor Carmichael A. Dominguez, Chair  
Commissioner Henry Roybal, Vice-Chair – telephonically  
Tamara Haas, DOT  
Councilor Joseph Maestas  
Commissioner Liz Stefanics

Members Excused

Commissioner Robert Anaya  
Mayor Javier Gonzales  
Governor Robert Mora, Tesuque Pueblo  
Councilor Ronald S. Trujillo

Alternates

Commissioner Miguel Chavez, alternate for the County  
Councilor Dominguez, alternate for the City

Others Present

Mark Tibbetts, MPO Officer  
Keith Wilson, MPO Senior Planner  
Erik Aune, MPO Transportation Planner  
Melessia Helberg, Stenographer

There was a quorum of the membership in attendance for the conducting of official business.

## APPROVAL OF AGENDA

MOTION: Commissioner Stefanics moved, seconded by Councilor Maestas, to approve the Agenda as submitted.

VOTE: The motion was approved unanimously on a voice vote.

## APPROVAL OF MINUTES – JANUARY 28, 2015

MOTION: Commissioner Stefanics moved, seconded by Commissioner Roybal, to approve the minutes of the meeting of January 28, 2016, as presented.

VOTE: The motion was approved on a voice vote with Chair Dominguez, Commissioner Roybal, Commissioner Stefanics and Tamara Haas voting in favor of the motion, no one voting against and Councilor Maestas abstaining.

### A. MATTERS FROM THE PUBLIC

There were no matters from the public.

### B. ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

#### 1. ELECTION OF OFFICERS (MPO STAFF)

Mark Tibbetts said the by-laws provide that the Board will elect a Chair and Vice-Chair each year. He said traditionally the Vice-Chair has become the Chair, if approved by the Board, and a new Vice-Chair is elected. He said typically, the Chair is alternated between the City, the County and the Pueblo of Tesuque, noting the Pueblo of Tesuque has had the Chairmanship of the Board two or three times. However, there is no one attendance from the Pueblo of Tesuque.

MOTION: Commissioner Stefanics moved, seconded by Councilor Dominguez, to elect Commissioner Roybal to serve as Chair, and Councilor Maestas to serve as Vice-Chair, of the MPO for the ensuing year, beginning at the next meeting.

DISCUSSION: Commissioner Stefanics said, "Here is my comment. I wish well to the young bloods."

VOTE: The motion was approved unanimously on a voice vote.

2. DISCUSSION ON DRAFT UPWP FOR FFYs 2017 AND 2018 (MPO STAFF)

A copy of the draft *Unified Planning Work Program FFY 2017 & FFY 2018*, for the Santa Fe MPO, is incorporated herewith to these minutes as Exhibit "1."

Mark Tibbetts, MPO Officer, said the MPO is required to have a two year Unified Planning Work Program that reflects the goals and objectives of the Metropolitan Transportation Plan, and itemizes staff activities, various work products and schedules to meet those products and a budget based on authorized funding. He said there are two funding sources – the Federal Highway and the Federal Transit Administrations. He said the current work program we're operating under currently will expire September 30, 2016. This document [Exhibit "1"] is a draft to be finalized and approved by the FHWA and NMDOT in July. He said we are required to submit a draft UPWP to NMDOT for review and approval by April 30, 2016. He said the draft was reviewed initially by the TPP on Monday.

Mr. Tibbetts continued, saying one difference is that we had a surplus of funding in the previous Work Plan which was used to create planning documents – updating the Long Range Plan, creation of a Metropolitan Pedestrian Master Plan and a Metropolitan Public Transit Master Plan. These three documents used almost all the funding. Additionally, there is an ongoing study for Bus Stop and Sidewalk Connectivity, and looking at ADA compliance on bus stops. All of these have used all of the contract funding we had available. We were able to obtain additional 5304 funding for general transit administration for a Teen and Pre-Teen Mobility Study, noting we received that award two months ago. It was a \$30,000 grant, of which there was a 20% local match, so we received \$24,000 in federal funds with a \$6,000 local match. He said he doesn't anticipate starting that until the Fall and it will show up in the 2017-2018 Work Program, noting they want to focus it on the School year.

Mr. Tibbetts said the rest of the Work Program will be very bare bones, because the funding pays for salaries and benefits and basic office expenses. He said there are no funds for anything other than focusing on implementing the plans which is fine, because that's what they want to do. He said if additional funds are needed we will look to other sources, including 5304 funding which is very specific in terms of how it can be used.

Commissioner Stefanics asked if the MPO is allowed to accept funds from outside governmental entities, for example from foundations. She asked, secondly, if the MPO could utilize an AmeriCorps intern for 6 months, with the stipend already provided. She said the idea of accepting funds from outside government is always tricky. She thinks there might be 1-2 entities interested in a particular topic. For example, there are groups interested in Senior citizens, in veterans and others that might want to fund technical assistance in their area of interest.

Mr. Tibbetts said he doesn't believe we are limited to only the existing funding sources. He said we have shared costs for a summer intern with the University with each paying ½ the cost. He said he doesn't see a problem of a fully funded position as a major conflict, but staff would have to look into that to be sure.

Keith Wilson, Senior MPO Planner, said have to report grants to DOT, so we can't use our time on something that isn't sanctioned in the Work Program. He said to support another grant coming in, we would just have to document it carefully and then charge it against the appropriate account. He said the Mid-region staff have different grants that they work under, commenting it probably is easier for them because they are a separate entity. He thinks they can figure this out.

Mr. Tibbetts said the local match is paid by the City and County, noting the local match is a requirement to get the federal funds. He said the JPA doesn't exclude other sources, and believes the language would allow for this. He agreed with Mr. Wilson that they would have to document everything carefully and keep track of the funds.

Commissioner Stefanics said she recently worked with a group who was seeking funds to hire staff, and she suggested an AmeriCorps volunteer. She said they wound up using an AmeriCorps volunteer and were happy that person who would be with them for at least 6 months. She said we could look for funding from the AARP to look at what could make it more safe for the Seniors and the disabled who are walking on the streets of the City, commenting they might provide a grant for that. She said we all have connections, and we can use those where we feel there is a need or a project the MPO can address.

Mr. Tibbetts said yesterday there was a facilitated meeting with the DOH about promoting health through active transportation. He said they spoke about the need to look at ways to coordinate, and identified some interagency agencies they have for health, mostly on diabetes. He said at that level they talked about figuring out something we could do collaboratively and come up with some ideas. He said they could add the activities in the MPO.

Chair Dominguez asked if action is needed on this Work Plan today.



Mr. Tibbetts said no, but it will need final action at the next meeting, so we can submit an approved draft to the DOT by April 30, 2016.

Ray Matthew, Santa Fe County Transportation Planner, said if the funding information came in after the UPWP cycle, the Plan can be amended after the fact if we get some of this information. He said there is nothing precluding an amendment.

Mr. Tibbetts said it can be amended, noting there is a cycle of formal amendments every quarter, and they can do administrative adjustments up to a certain percentage. He said they are going through modifications of the 2017-2018 Work Program on funding because of the new [inaudible] passed in December. That has given approved funding amounts until 2020 so that helps them plan this better. He said, "So what I presented to the TCC on Monday has already changed. It's gone up a little just because of trying to get our numbers right. But in terms of the work, yes we can amend it. In terms of the funding, as we get different funding sources, it can be amended."

Mr. Aune said regarding AmeriCorps, he started his career as an AmeriCorps member, and researched this recently. He thinks we can use an AmeriCorps volunteer. It would be a relationship with the administration of the City. He said the corporation has a call for proposals, and generally there are specific organizations. There are two options for us to consider. One would be to request an individual, or with a partner agency that already has a series of AmeriCorps volunteers and submit a proposal to them based on different projects.

Chair Dominguez said this item will be on the next agenda for action.

### 3. PRESENTATION ON THE MPO PLANNING PROCESS

*A copy of the Policy Board and Technical Coordinating Committee Training, Orientation and Reference Manual, dated March 20, 2015, is incorporated herewith to these minutes as Exhibit "2."*

Eric Aune, Transportation Planner, said each year it is staff's responsibility to provide basic information about the MPO. He said he can walk the Board through the process, "MPO 101," or we can send it to the members electronically.

Chair Dominguez said we have had this presentation previously.

Councilor Maestas said he would like a hard copy for reference.

Commissioner Stefanics and Commissioner Roybal agreed, and asked for copies for all members of the MPO Board by email or a hard copy, as they request.

4. UPDATE ON TRANSPORTATION IMPROVEMENT PROGRAM (MPO STAFF)

*A copy of Santa Fe MPO – Transportation Improvement Program (TIP) Project Status Summary, updated March 21, 2016, is incorporated herewith to these minutes as Exhibit "3."*

Mr. Wilson reviewed the information in Exhibit "3," and described the process. Please see Exhibit "3" for specifics of this presentation.

Commissioner Stefanics asked if we are still waiting for safety approval on the Southeast connector.

Mr. Wilson said the Phase A/B Report was approved in November 2015, where they identified the alignments. The next step is to do Phase C, which is the environmental process. He said that hasn't begun, but there are conversations currently between the County and the DOT regarding moving those things forward. He said the County is committed to doing the environmental process for the Northeast Connector as well as the Southeast Connector, so it should be moving forward soon, but there still are a couple of things to be worked out before they can move forward into the environmental process.

Commissioner Stefanics said that's not what this says, it says "Awaiting approval of Phase C Report."

Mr. Wilson said that is correct, but before we can move into the full design phase and construction we have to have an approved Phase B.

Commissioner Stefanics said so you're saying Phase C isn't finished.

Mr. Wilson said there is a conversation right now about the funding between the DOT and the County for the Southeast connector, it needs to be resolved. He said the State will have an RFP out for the design phase of the Northeast Connector. He said for some reason they thought it was flawed, noting he is coordinating between the DOT and County right now trying to get that resolved so they can move forward. He said he is unsure how much area has to be cleared environmentally.

Commissioner Stefanics said the communities that way along Richards have asked for a public presentation to the Board of County Commissioners that then will be on the webcast and on public TV. She asked their staff for this a month ago, so if the MPO has a role in it, it would great for you to coordinate with them. However, the people there are anxious because no one really is communicating with them about what's happening. She said she hasn't heard anything as well.

Mr. Wilson said at this point, everything is still on schedule.

Commissioner Stefanics said she doesn't think so, because it talks about FY 2016.

Mr. Wilson said the design funding is programmed in this year, so they have until September 30<sup>th</sup> to obligate the funds, so as far as he knows, we're on schedule for FY 2018 for construction.

Mr. Wilson said the Cerrillos Road /I-25 Diverging Diamond Project is still on schedule, and moving smoothly. He spoke to Paul Brasher, Acting District Engineer District 5, who is organizing a field trip to the Diverging Diamond in April/May. He asked if any Board members would like to go on a field trip to that project.

Chair Dominguez and Councilor Maestas said they are interested.

Commissioner Stefanics said no, noting she drives that area every day, commenting that she saw a video somewhere publicly about the project, but can't remember where it was.

Councilor Maestas asked about the Pedestrian Signal Head Upgrade, commenting he has been getting a lot of complaints about the lack of pedestrian signal heads around the new District Courthouse. He said the improvements to those signalized improvements on the southwest and southeast corners were not included in the construction. He said he spoke with John Romero, Director, Traffic Engineering Division for the City and he told him it is programmed in 2018 which he thinks is too far in the future and unacceptable. He said those improvements should have been done in conjunction with construction of the Courthouse. He would like MPO staff to see if that project could be "shoehorned in" somewhere. He said Mr. Romero said the estimate is \$750,000, because a lot of conduit and sub-surface work has to be done. He said Mr. Romero said he is planning some interim improvements including restriping the crossings. He said, "I'm really not satisfied waiting until 2018." He said there are two intersections – Montezuma and Guadalupe and Montezuma and Sandoval. He would like for someone to look into trying to program it and move it forward. He said it is a high cost, low scope project.

Mr. Wilson said, "This project was a Highway Safety Improvement Program which is federally funded. He said as a small MPO, we don't have a funding target that we get to play with. Essentially we coordinate or collaborate with the District who gets the funding target, and we work with them. We tell them what our priorities for our MPO are, and the District also covers funds for 2-3 other transportation planning organizations. So we, as an MPO, when we hear about potential funding sources, like a Highway Safety Improvement Program... but essentially we have heard, from our conversations with the District and the conversations with the general office, all of the funding sources are pretty much tapped out for the 4 years or 6 year, so we don't have the flexibility of saying we're going to take this money from here and put it there. We just don't have that level of control."

Councilor Maestas said at the end of the year the Federal Highways queries all of the States to see if they can obligate all their money, and then if they don't they redistribute those funds. So there might be an opportunity at the end of the year to get some of those funds.

Mr. Wilson said, typically, we don't ask for projects in that process. He said when there is a local need project, additional levels, that it needs to be obligated in a very short time. He said he and Mr. Romero have talked about the area many times, because there are telephone poles, and other things, and ADA issues, and probably why the price tag is so high.

Councilor Maestas said this is kind of a commercial district. There is a lot of pedestrian traffic, and the Courthouse which generates traffic. He said, "I'm just saying put it on the TPB's radar, even if there is no immediate funding, just keep it there, kind of on the front burner. And if the opportunity arises, let's see if we can't move that up."

Mr. Wilson said yes, they will keep it there.

Councilor Maestas asked about the Old Santa Fe Trail Bike Lanes, noting on the City side we did widen Old Santa Fe Trail north of Zia. However, there is a gap between the County project and Zia Road where there will be no bike lanes. He has received complaints about the section of Old Santa Fe Trail which is under construction. He said they did a soft cut and removed the shoulders during construction, and a lot of the bicyclists are alarmed thinking there will be no shoulders at all, which isn't the case. He said there is still a gap between Zia and the northern terminus of the County project. He said Isaac Pino said it was going to cost \$1 million for shoulders, which he can't imagine, but thinks perhaps a lot of that is the ROW.

Mr. Wilson said it is the ROW, and there are land issues, commenting it's not just a straightforward project of coming in and paving shoulders. He said the funding is coming in pieces. He said north, through the Bicycle Master Plan, they had to look at a \$300,000 budget. At that time, they looked at the cost to do the other things and it was \$800,000 to \$1 million to do that piece with the estimate.

Councilor Maestas said he doesn't know where are in the cycle of updating the Bicycle and Pedestrian Plan, but he is sure that gap on Old Santa Fe Trail will start showing up and stick out like a sore thumb. He said this is an another project that we need to be aware of and have on the radar screen and see how we can start moving toward identifying funding for that.

Mr. Wilson said it is an identified project that is listed in our Long Range Transportation Plan as a short range project, with funding out at least 6 years. He said the DOT will be releasing a call for projects for transportation alternative program funding, and this is one of the projects that we could apply for funding in 2018-2019. He said when they get the call for projects they will meet with City and County staff and ask their ideas for applications. He said it is a state-wide program, but it isn't a sure thing that we'll get the money. He said we have to do an application to the committee that ranks the applications. He said we got funds for the Sheridan Transit stop last year.

Councilor Maestas asked if the County project include shoulders.

Mr. Wilson yes.

Chair Dominguez asked, regarding the Cerrillos Road Reconstruction Phase II C, if the MPO has been contacted to be sure there is proper coordination with the City and the DOT about PSAs.

Mr. Wilson said yes. He has been working with Mr. Quintana, the City's Project Manager, noting there was a miscommunication between Mr. Quintana and the City's PIO, but that has been resolved, and a weekly update is being released, with the latest information being uploaded to NM Roads.

Chair Dominguez asked about the Agua Fria/Cottonwood Drive intersection safety improvements that are supposed to begin an April. He asked how long the project will last.

Mr. Wilson said the design phase is about to start in April, but the construction is not funded until FFY 2018. So the earliest the funding could be obligated is in mid-October 2018.

Chair Dominguez asked the timeline for the design phase.

Mr. Wilson said, because there will be some ROW involved, it will take about 18 months to design the ROW – the end of the calendar year 2017.

Chair Dominguez said there will be improvements at South Meadows and Agua Fria which will be hitting at about the same time. He said a member of the City Finance Committee asked to keep the scope separate but have it all as one project, so any gaps between the two projects could be considered. He thinks this needs to be on the radar as well.

Mr. Wilson said they will be looking at all of the potentials with City and County staff.

### C. MATTERS FROM THE MPO STAFF

Mr. Tibbetts said, "Officially, for record, for the first time we have an alternate from the City on the Policy Board and there are two new members on the Policy Board, Councilor Ron Trujillo and Councilor Joseph Maestas. It's not official yet, but it will be next week, that the alternate would be Councilor Dominguez. Just so it's clear, the alternate can sit for any representative voting member of the City. So can sit for the Mayor, Councilor Maestas or Councilor Trujillo. We've never had that before. We've always been struggling. So now we have a full complement of representation from the City and the County."

Mr. Tibbetts continued, "We still do not have clear representation from Tesuque Pueblo. So that's kind of an ongoing thing. I call Charlene at the Governor's Office to try to get some definite answer, tried to set up going out there, set up a meeting. So I'll keep working until I will get that done. There have been different people in different government agencies that have been changing positions. We've kind of had a drop of members from the TCC representing transit, from Santa Fe Trails. So things are kind of in flux a little bit, but right now things are moving along fine. Just so you know."

Chair Dominguez observed that there was only one meeting where there was no quorum.

Councilor Stefanics asked who is the County's alternate, and Mr. Tibbetts said Commissioner Miguel Chavez is the County's alternate.

Mr. Tibbetts said, "Otherwise, we are moving on our current UPWP."

Mr. Wilson said he met with Santa Fe School staff after the project was approved on South Meadows Road. They had a lengthy discussion about the missing sidewalk piece on South Meadows to the School. He said the Schools are interested in making a connection to the Cottonwood Mobile Housing Park to El Camino Real School, so they have ideas and are interested

in applying for TAP funds, or finding TAP funds. He said it was a productive conversation. He has set up an additional meeting with John Romero and Scott Caseman of the County, because the County has plans for the River Trail in that area, to make sure we coordinate a project that meets everyone's expectations – so we make the full connections, plus we can have a more robust project that builds on the River Trail and sidewalk connectivity and safe routes to school. He said they are trying to move that issue forward, and hopefully will get funding sooner rather than later. He said they are trying to create opportunities so when funding is available they can accomplish these things.

Mr. Tibbetts said the Pedestrian Plan developed by the MPO has an area of critical concern that stretches from South Meadows all along Agua Fria all the way to San Felipe. He said there is a way to coordinate those two projects. He said for the next few months they will be looking to do a cost analysis of improvements in some of these areas of critical concern. He said the City Public Works and Traffic Engineering staff has requested for us to have a more specific cost of improvements so they can start extending some of these for which they have funding to fill the sidewalk gaps.

Mr. Tibbetts continued saying, for the County, there is a Pedestrian Plan for the stretch along Avenida Eldorado from Torreon and beyond Caliente up to Esquina Road, all the way to the stables, noting that piece is putting in a new water line. He said all the stretch along the utility easement is totally flat and prime for a walking path. He is unsure if it has been seeded, but this was an issue specifically pointed out in the Pedestrian Plan for the County area to extend that along Caliente to connect to shopping center. *[Inaudible here because of noise overlay]*

Commissioner Stefanics said the County has been working on creating a trail there, so maybe that's an *ad hoc* trail.

#### D. MATTERS FROM THE SFMPO TRANSPORTATION POLICY BOARD

Councilor Maestas said in the last session the Governor vetoed a reauthorized earmark for City gateways. He said the funding was for a nice greeting for people entering the City from all directions, that they are coming from a nice friendly community. He said it was added to the CIP and we were working on that, using appropriations from the prior Session but it didn't quite fit, so they had it reauthorized in the last session in the amount of \$70,000. The Governor did a line item veto of that appropriate. He said he feels that project will require a lot more than \$70,000, and it involves much more than signage at all entry points into the City, including from the Airport.

Councilor Maestas continued, saying he sees this as a significant project, and possibly a TAP project. He would like to get this programed over the next several months. He understands the first year of the TIP is fiscally constrained. He hopes we can identify and properly scope this project for what he thinks it deserves, which is more than \$70,000. He would like to see if the MPO can get this into its funding process. He said we are investing a lot of money at the Airport, but we aren't spending anything for the entrance to the Airport. He would like to work with staff to see if these can get into the planning phase, and then turn our attention to obtaining capital funding. He said when he was a Mayor, the DOT helped him with a similar project. He said he believes it is consistent with the complete streets concept, commenting it is a street context sensitive project. He wants to work on this in earnest with MPO and City staff.

#### E. MATTERS FROM THE NMDOT AND FHWA

Councilor Maestas said he doesn't know the status of the update of the functional classification of the highways in the MPO, but he would like a list of the functional classes of all the roads in the MPO.

Mr. Wilson said they just went through a functional classification, and then an amendment. He said they have new, approved functional classes. He is going on vacation next week, but in two weeks he will update the map and provide him a map of the current functional class system for MPO roads.

Mr. Tibbetts said he has been sitting on the Committee for Gateways, working with Tourism and Santa Fe Green and Keep Santa Fe Beautiful and other groups. He said he feels the funding sources should be expanded beyond transportation related funds, and perhaps focusing on the business community and other things we can come up with. He said it is something we are interested in and he can talk with Councilor Maestas later and share ideas.

#### F. ADJOURNMENT – Next scheduled meeting April 28, 2016

There was no further business to come before the Board, and the meeting was adjourned at approximately 5:45 p.m.

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Councilor Carmichael A. Dominguez, Chair



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Melessia Helberg, Stenographer



# Santa Fe Metropolitan Planning Organization

## FFY 2017 & FFY 2018 UNIFIED PLANNING WORK PROGRAM (UPWP)

October 1<sup>st</sup>, 2016 – September 30<sup>th</sup>, 2018



**Draft for Review**



## ***Transportation Policy Board***

### *City of Santa Fe*

Mayor Javier Gonzales  
 Councilor Joe Maestas, Vice-Chair  
 Councilor Ron Trujillo

### *Santa Fe County*

Commissioner Robert Anaya  
 Commissioner Henry Roybal, Chair  
 Commissioner Liz Stefanics

### *Tesuque Pueblo*

Robert Mora

### *NM Department of Transportation*

Tammy Haas

## ***Technical Coordinating Committee***

John Romero, Engineering Division Director, City of Santa Fe, *Chair*  
 David Quintana, Roadways & Drainage Section Supervisor, City of Santa Fe  
 Reed Liming, Long Range Planning Division Director, City of Santa Fe  
 Greg Smith, Land Use/Current Planning Division Director, City of Santa Fe  
 Santa Fe Trails Representative, City of Santa Fe Transportation Department  
 Penny Ellis-Green Planning & Development Division Director, Santa Fe County  
 Michael Kelley, Public Works Department Director, Santa Fe County  
 Erik Aaboe, Business Finance Manager, Public Works Department, Santa Fe County  
 Ray Matthew, Transportation Planner, Growth Management Dept., Santa Fe County  
 Anthony J. Mortillaro, Executive Director, North Central RTD  
 Vacant, Transportation Director, Tesuque Pueblo  
 Paul Brasher, Acting District Engineer, District 5, NMDOT

## ***SANTA FE MPO Advisory Members***

Rodolfo Monge-Oviedo, Federal Highway Administration  
 Robin Elkin, Santa Fe MPO Liaison, Planning, NMDOT  
 Marsha Eppler, Santa Fe MPO Liaison, Transit/Rail, NMDOT  
 Eric Ghahate, Northern Pueblos RPO

## ***SANTA FE MPO Staff***

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

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# Santa Fe MPO UPWP FFY2017 & FFY2018

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**\*[FTA Code] - Federal Transit Administration uses specific codes to identify MPO planning activities (49 U.S.C. 5303). Each listed task has the corresponding FTA code.**

**The following table will be used throughout the timeframe that the FFYs 2017 & 2018 UPWP is in effect to record the adoption and any future amendments or modifications that are processed.**

Number	Adoption or Amendment	UPWP - FY YEAR	Approval Date	Activity
N/A	Review/ Recommendation	FFYs 2017 & 2018		Santa Fe MPO Technical Coordinating Committee Recommendation of the FFYs 2017 & 2018 Unified Planning Work Program
N/A	Adoption	FFYs 2017 & 2018		Santa Fe MPO Policy Board adoption of the FFYs 2017 & 2018 Unified Planning Work Program, pending approval by NMDOT and FHWA

# ***FFY 2017 & FFY 2018 Unified Planning Work Program***

## ***INTRODUCTION***

The Santa Fe Metropolitan Planning Organization (MPO) has the responsibility to conduct a transportation planning process for the Santa Fe Metropolitan Planning Area. The MPO's member agencies include the City of Santa Fe, Santa Fe County, the Pueblo of Tesuque and the New Mexico Department of Transportation (NMDOT).

The Unified Planning Work Program ("UPWP") is structured to focus financial planning resources and staff where they will be most effective in responding to significant local and regional issues, and resolving area-wide problems.

The UPWP continues to balance available resources, long and short-range planning and programming; special studies, public outreach and education, data gathering, analysis and dissemination, computer modeling and program administration.

In December 2015, Congress passed a new federal transportation funding act, Fixing America's Surface Transportation (FAST). The federal fiscal years (FFYs) 2017 & 2018 UPWP has been developed in response to the FAST Act. It has a strong emphasis on measuring performance in the transportation planning process through demonstrated progress towards achieving goals and objectives of metropolitan transportation plans.

The planning factors we consider part of the transportation planning process identified in previous federal legislation include:

- 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 freight and goods movement
- 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
- Emphasize the preservation of the existing transportation system

The Santa Fe MPO was created in 1982 as the federally designated transportation planning entity for the Santa Fe Urban Area. The Census Bureau delineates geographic areas as urban or rural based on population density and land uses. Urban and rural area populations and designations are updated after each decennial census. At the 2010 Census, the Santa Fe Urban Area population was 89,284. Federal funding for an MPO is based on its Urban Area population. The MPO Planning Area extends beyond the Urban Area to include nearby urban clusters and those areas expected to become urbanized over the next 20 years. Its current boundary was set in 2009 and has a population of 116,386 [2010 Census]. (For boundary map please see APPENDIX 1.3)

In order for communities and agencies within the MPO Planning Area to be eligible to receive federal transportation funds, the MPO must meet all planning and other requirements under Title 23 U.S.C. (for highway funding) and Title 49 U.S.C. (for public transportation funding).

The MPO is required to develop a long range Metropolitan Transportation Plan (MTP) that reflects the public vision for a safe, accessible, and efficient multi-modal transportation system. It includes goals and objectives as well as performance measures to show progress towards their achievement. The UPWP identifies the strategies and activities to guide MPO staff toward implementation of the MTP 2015-2040. It is also designed to provide baseline data to enable development of performance measures for future updates of the MTP. The UPWP FFY 2017 & FFY 2018 is a two year program with an authorized budget allocated to these tasks and development of listed products. The MPO, working in partnership with the New Mexico Department of Transportation (NMDOT), will accomplish its tasks in accordance with federal government regulations and review by the Federal Highways Administration and the Federal Transit Administration.

## **PURPOSE**

The federal definition of a Unified Planning Work Program (UPWP) is *“a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds”* (23CFR450.104)

The UPWP covers a two year period from October 1, 2016 through September 30, 2018. It includes definitions of activities and associated work products; who performs the work, budget sources; distribution of funding to tasks; and a timeline of major activities and milestones. The following section addresses planning priorities and challenges of developing a balanced and effective work program within a limited timeframe and with limited staff.

## **PLANNING PRIORITIES AND CHALLENGES**

The planning priorities of the UPWP follow the goals and objectives stated in the Metropolitan Transportation Plan 2015-2040. The planning activities and work products are derived from the MTP Emphasis Areas found in Chapter 2(Our Vision) of the MTP 2015-2040.

<http://santafemppo.org/mtp/>

The MTP goals include:

- ◆ Safety – A safe and secure transportation system for motorized and non-motorized users.
- ◆ System Preservation – A well maintained transportation system.
- ◆ Multimodal Mobility and Accessibility – An accessible, connected, and integrated transportation system
- ◆ Congestion Relief and System Operations – An efficient and reliable transportation system.
- ◆ Economic and Community Vitality – A transportation system that supports economic and community vitality.
- ◆ Environmental Stewardship – A transportation system that protects and enhances the natural, cultural, and built environment.
- ◆ Partnership and Regional Funding – Regional collaboration in transportation planning, funding, and implementation.



The UPWP emphasizes **planning priorities** for:

- Enhanced traffic management and improved forecasting capability through an **updated travel demand model** maintained by the MPO.
- Implementation of the Santa Fe Metropolitan **Pedestrian Master Plan** guiding transportation network improvements for safety and accessibility and to encourage walking as 'active' transportation; and
- Implementation of the Santa Fe Metropolitan **Public Transit Master Plan** increasing awareness and usage of our regional transit services.
- Support of the 2015-2040 New Mexico Transportation Plan shares the goals and objectives of the SFMPO Metropolitan Transportation Plan 2015-2040

The activities of the UPWP are divided into four sections:

1. The *Management and Support of the Planning Process* section includes administration of the MPO in compliance with federal regulations. The focus will be on updating the Public Participation Plan with more proactive public outreach strategies incorporating social networking media. Also, on expanding technical capacity through professional development for staff.
2. The *Transportation Improvement Program* section details the respective MPO agency's intent to construct or implement a specific project and the anticipated flow (obligation) of federal funds and matching state or local contributions.
3. The *Data Collection, Analysis and Forecasting* section focuses on upgrading the travel demand model and improving traffic data collection quality, presentation and public accessibility. Also included is an update of the functional classification of roads within the MPO Planning Area.
4. The *Transportation Planning* section focuses on implementing the Metropolitan Bicycle, Pedestrian and Public Transit Master Plans. Also, in promoting safety and "complete streets" principles by participation and review of MPO member agency plans, studies and projects. Improving public health by encouraging active transportation through planning initiatives and collaboration with public and community health agencies. Other major activities include working with NMDOT in development of a Strategic Highway Safety Plan and the New Mexico Transportation Plan.

The current estimated budget is based on anticipated funding through the FFY2017 and FFY2018 allocations for New Mexico under the FAST Act through FHWA and FTA planning grant programs. The budget will be adjusted as Work Authorizations/Notices to Proceed are received.

## **SANTA FE MPO MANAGEMENT COMPOSITION**

### ***Transportation Policy Board (TPB)***

The TPB has four members: the City of Santa Fe, Santa Fe County, Pueblo of Tesuque, and the New Mexico Department of Transportation. As a multi-jurisdictional entity, the MPO addresses transportation systems and improvements as it relates to growth management and land use planning issues within the MPO Planning Area. Traffic and transportation system challenges often cross jurisdictional boundaries; therefore, the need exists for intergovernmental cooperation. The

planning process is intended to be integrated with existing individual government processes, and supports established policies and plans that ensure proper coordination among agencies and stakeholders. Representatives from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) are non-voting members and participate in an advisory capacity.

### ***Technical Coordinating Committee***

The Technical Coordinating Committee (TCC) serves in an advisory capacity to the Transportation Policy Board, with representation from Santa Fe County Public Works and Planning/Land Use Departments; City of Santa Fe Public Works (Engineering /Traffic), Long Range Planning, and Land Use/Current Planning; MPO Planning Area transit operators: Santa Fe Trails and the North Central Regional Transit District; Pueblo of Tesuque; and, the New Mexico Department of Transportation. The main functions of TCC are to ensure coordination among agencies and to develop policy and project recommendations for the MPO Transportation Policy Board.

### ***MPO Staff***

MPO Staff currently includes the MPO Officer, the MPO Senior Planner and the MPO Transportation Planner. A part time planning intern provides staff support. Part time administrative support is provided by the City of Santa Fe Housing and Community Development Department where the MPO resides. The City of Santa Fe acts as the fiscal and administrative agent and MPO staff are city employees. The City is responsible for the operational functions, pursuant to requirements outlined within 23 CFR Part 450 Subpart C and 49 CFR Part 613 Subpart A as referenced in MAP-21. MPO Staff work activities are defined by the UPWP. Tasks related to federal requirements include:

1. Develop a Unified Planning Work Program (UPWP), which itemizes all transportation planning activities and includes a budget with identified revenue sources that allocates planning funds to the listed activities.
2. Develop and amend a financially constrained four year Transportation Improvement Program (TIP) for the MPO Planning Area;
3. Organize meetings and develop agendas for the MPO Technical Coordinating Committee and Transportation Policy Board;
4. Maintain the MPO Intelligent Transportation Systems (ITS) architecture.
5. Coordinate with NMDOT and FHWA planning staff.
6. Document compliance with FAST Act requirements and the federal self- certification process.

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### ***NMDOT Planning Liaison***

NMDOT assigns a staff planning liaison to work with the MPO and local governments. Primary duties of the Planning Liaison are:

- 1) To serve as a liaison to the Transportation Policy Board, TCC and MPO staff;
- 2) To provide technical assistance for the development and implementation of the Transportation Improvement Program and other MPO work products;
- 3) To monitor work progress, contracting and billing procedures and coordinate refinements with MPO staff; and

- 4) To assist in program management through the maintenance of current records of expenditures, the reimbursement of funds, the relaying of information, and the channeling of direction from FHWA, FTA, and NMDOT.

### ***Northern Pueblo Regional Transportation Planning Organization***

The Northern Pueblos Regional Transportation Planning Organization is a transportation planning organization for Rio Arriba County, Taos County, Los Alamos County and Santa Fe County. The NPRTPO membership includes staff from cities and the four counties, the pueblos of Tesuque, Picuris, Santa Clara, San Ildefonso, Nambe, Pojoaque, Taos, Ohkay Owingeh, the Jicarilla Apache Nation, and the NMDOT. The NPRTPO elicits projects for multi-modal transportation and enhancement improvements from its members and recommends them for inclusion into the 4-year Statewide Transportation Improvement Program (STIP). The North Central New Mexico Economic Development District (NCNMEDD) is the fiscal agent for the NPRTPO. The MPO and RTPO will have direct communication to coordinate transportation planning activities on projects that impact both organizations.

### ***FUNDING SOURCES***

The program areas in the FFY 2017 & FFY 2018 UPWP are funded from federal, state and local sources. Federal planning funds are provided through the FHWA (Section 112- Planning (PL) funds) and the FTA (Section 5303 and 5304 funds). NMDOT administered Special Planning Research (SPR) funds may also be available for specific activities or initiatives.

Specific funding sources are presented for each UPWP program area. The funding amounts shown may be amended as necessary to reflect modifications to a program's scope of work and changes in funding availability. (See APPENDIX: 1.1 Budget Sources)

# 1 – MANAGEMENT AND SUPPORT OF THE PLANNING PROCESS

## 1.1 Program Support and Administration [FTA code 44.21.00]

<b>Staff Hours</b>	<b>Estimated Staff Costs</b>	<b>Consultant Services</b>	<b>Other Expenses</b>	<b>Estimated Total Costs</b>
<b>3200</b>	<b>\$ 166,400</b>	<b>\$ -</b>	<b>\$ 14,386</b>	<b>\$ 180,786</b>

### Objectives:

Efficiently manage and operate the MPO in a manner consistent with all applicable federal laws and regulations, including the Joint Powers Agreement forming the MPO; Memorandum of Agreement (MOA) between NMDOT and MPO; and the Planning Procedures Manual. This includes coordination with the City of Santa Fe (fiscal agent for the MPO) for administrative and program support such as budget and financial management.

### Staff Activities:

- ☐ Manage the day-to-day operation of the MPO.
- ☐ Coordinate with the City of Santa Fe to receive annual authorized federal grant funding and to ensure local match requirement is met.
- ☐ Develop and maintain an annual MPO budget with City of Santa Fe Finance Department.
- ☐ Ensure all required documents, reports, contracts and records are maintained in electronic and paper format and are accessible online and in computer files.
- ☐ Use the approved NMDOT Planning Procedures Manual (PPM) to comply with deadlines and requirements of the MPO Planning Process.
- ☐ Ensure that all MPO documents, activities, and contracts comply with federal and state laws and regulations governing the transportation planning process.
- ☐ Review Joint Powers Agreement and Bylaws annually and amend as necessary
- ☐ Assess staffing needs including hiring of additional planning staff or consultants as needed.
- ☐ Attend statewide quarterly meetings of MPOs to discuss common issues, transportation policy updates, and other information with federal and NMDOT planning staff
- ☐ Inform and educate Policy Board members about the MPO Planning Process and the importance of being engaged and active participants in the process.
- ☐ Review Federal and State transportation laws, regulations, and guidance as needed.
- ☐ Staff Hours in this task also include non-work staff time (vacation, sick, etc.)

### Related Expenses

- Office equipment and supplies (including printer and plotter maintenance, cartridges, etc.)
- Hosting and travel expenses for attending MPO Quarterly meetings

### Work Products and Schedule [submitted according to approved PPM deadlines]

1. Attend statewide MPO Quarterly meetings.
2. Provide annual MPO Planning Process training for Policy Board members

PRODUCT	FFY 2017 (October 1, 2016 – September 30, 2017)													FFY 2018 (October 1, 2017 – September 30, 2018)												
	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9		
MPO Quarterly Meetings			x			x			x			x			X			X			X			X		
Policy Member Training				x												X										

Key: X=Scheduled; C=Completed

## 1.2 Unified Planning Work Program [FTA code 44.21.00]

<b>Staff Hours</b>	<b>Estimated Staff Costs</b>	<b>Consultant Services</b>	<b>Other Expenses</b>	<b>Estimated Total Costs</b>
<b>1106</b>	<b>\$ 57,512</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 57,512</b>

### Objectives:

Develop, execute, and amend as needed, a biennial Unified Planning Work Program (UPWP) that reflects the recommendations and priorities of the Metropolitan Transportation Plan (MTP), as well as federal and state planning requirements. The document outlines all planning and administrative activities that will be undertaken by the MPO and includes all funding sources and cost allocation to the activities.

### Staff Activities:

- ☐ Prepare UPWP quarterly reports, invoices, and required documentation
- ☐ Coordinate with the City of Santa Fe, fiscal agent for MPO, to verify expenditures of federal transportation planning program funds.
- ☐ Submit reimbursement packet to NMDOT Planning Division according to the PPM guidelines.
- ☐ Prepare UPWP Annual Performance and Expenditure Reports
- ☐ Monthly meetings with NMDOT liaison to update status of UPWP timeline and milestones
- ☐ Weekly MPO staff meetings to monitor progress of activities identified in the UPWP
- ☐ Supervise and manage the work assignments of MPO staff to meet deadlines and milestones established in this UPWP according to the approved PPM.
- ☐ Amend the current UPWP as needed and process amendments according to the Planning Procedures Manual.
- ☐ Develop the FFY 2019 & FFY 2020 UPWP for TPB approval and submission to NMDOT Planning Division for final review and approval.

### Work Products and Schedule [submitted according to approved PPM deadlines]

1. Quarterly Reports and Invoices with documentation (Reimbursement Packets)
2. Annual Performance and Expenditure Reports (APER)
3. MPO approved FFY 2019 & FFY 2020 UPWP by April 2018
4. Amended FFY 2017 & FFY 2018 UPWP as needed.

PRODUCT	FFY 2017 (October 1, 2016 – September 30, 2017)												FFY 2016 (October 1, 2017 – September 30, 2018)											
	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9
Quarterly Reports	x			x			x			x			x			x			x			x		
APER		x												x										
2019&2020 UPWP Draft																			x					
2019&2020 UPWP Approved																						x		
2017&2018 UPWP Amendments			x		x				x			x			x			x			x			x

Key: X=Scheduled; C=Completed

### 1.3 Public Participation Process [FTA code 44.21.00]

<b>Staff Hours</b>	<b>Estimated Staff Costs</b>	<b>Consultant Services</b>	<b>Other Expenses</b>	<b>Estimated Total Costs</b>
<b>900</b>	<b>\$ 46,800</b>	<b>\$ -</b>	<b>\$ 13,500</b>	<b>\$ 60,300</b>

#### Objectives:

Proactively reach out to and engage the public in all MPO projects, activities, and public meetings pursuant to the New Mexico Open Meetings Act; the MPO Public Participation Plan (PPP) and Title VI Plan; the MPO Bylaws; and, applicable federal laws and regulations. Develop an annual meeting schedule of MPO Technical Coordinating Committee and Transportation Policy Board meetings. The MPO will continue to maintain a website and utilize other social media outlets in order to maximize public outreach.

#### Staff Activities:

- ☐ Timely distribution of public meeting notices and other publications as outlined in the Public Participation Plan.
- ☐ Update and maintain the MPO website: ([www.santafemppo.org](http://www.santafemppo.org)) to continue making MPO materials more accessible to and functional for the public.
- ☐ Develop and distribute an annual approved meetings schedule of MPO Technical Coordinating Committee and Transportation Policy Board meetings.
- ☐ Utilize social media outlets (Facebook, Twitter, etc.) for dissemination of MPO notices and products and gathering public input.
- ☐ Develop and distribute an electronic newsletter
- ☐ Review the MPO Public Participation Plan and update as needed.
- ☐ Provide staff support to the TCC and TPB, including developing and distributing meeting agendas and minutes at least one week prior to all public meetings.
- ☐ Provide information, guidance and regular updates on state and federal laws affecting the planning process to the TCC, TPB, and members of the general public.
- ☐ Post all draft and approved MPO documents to the MPO website.
- ☐ Respond to public inquiries by phone, email, or letter in a timely manner.
- ☐ Conduct public presentations and be present at local and regional events to inform local and regional advocacy groups, transportation professionals, and public officials about statewide and interregional transportation planning efforts, funding issues, or innovative programs.
- ☐ Sponsor education and other relevant transportation trainings.

#### Related Expenses

- Newspaper ads for Policy Board meetings; TIP amendments, etc.
- Website maintenance fees

#### Work Products and Schedule [submitted according to approved PPM deadlines]

1. Post agendas for TCC and TPB meetings at least one week prior to meeting dates
2. Newsletters emailed and posted to website at least quarterly.
3. Annual schedule of MPO committee meetings.

PRODUCT	FFY 2017 (October 1, 2016 – September 30, 2017)												FFY 2018 (October 1, 2017 – September 30, 2018)											
	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9
TPB Meeting Notices	x	x		x	x	x	x	x		x	x	x	x	X		X	X	X	X	X	X		X	X
Newsletters			x			x				x		x			x			x		x	X			X
Annual Meetings Schedule		x												x										

Key: X=Scheduled; C=Completed

#### 1.4 Santa Fe MPO Staff Training and Professional Development [FTA code 44.21.00]

<b>Staff Hours</b>	<b>Estimated Staff Costs</b>	<b>Consultant Services</b>	<b>Other Expenses</b>	<b>Estimated Total Costs</b>
<b>570</b>	<b>\$ 29,640</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ 41,640</b>

##### Objectives:

To ensure a professional level of planning staff and quality work products by improving technical capability and capacity through training and education. Improved networking with other professional transportation planners through attendance at conferences workshops and webinars as well as through membership in professional organizations and social media networks.

##### Staff Activities:

- ☐ Attend relevant, local, regional, state, national and web-based workshops, trainings and conferences to enhance staff professional skills and knowledge. These may include:  
*Transportation Research Board, American Planning Association, APA-NM, Institute of Transportation Engineers, Association of Pedestrian and Bicycle Professionals, NETMEC, Pro Walk Pro Bike, Association of Metropolitan Planning Organizations or other national, regional or local conferences or events relevant to the MPO UPWP.*
- ☐ Support staff and MPO membership in transportation planning organizations (e.g. ITE, APA, AMPO, APBP, etc.) and social network media (e.g. LinkedIn, Facebook, etc.) to improve professional networking
- ☐ Support staff to obtain and maintain professional planning accreditation (e.g. PTP, AICP, CTP, etc.)
- ☐ Host training webinars on transportation-related and UPWP specified issues, initiatives and tasks.

##### Related Expenses

- Staff travel to out of State and in-State conferences
- Conference registration fees
- Membership fees for professional transportation planning organizations
- Webinar and Go-to-Meeting fees

##### Work Products and Schedule [submitted according to approved PPM deadlines]

PRODUCT	FFY 2017 (October 1, 2016 – September 30, 2017)												FFY 2018 (October 1, 2017 – September 30, 2018)											
	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9

Key: X=Scheduled; C=Completed

## 2 – TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

### 2.1 Transportation Improvement Program Preparation and Project Assistance

[FTA code 44.25.00]

<b>Staff Hours</b>	<b>Estimated Staff Costs</b>	<b>Consultant Services</b>	<b>Other Expenses</b>	<b>Estimated Total Costs</b>
<b>590</b>	<b>\$ 30,680</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,680</b>

#### Objectives:

Develop and monitor a fiscally constrained, four-year program of transportation improvement projects that is consistent with the MTP 2015-2040, the NMDOT STIP/TIP Policies and Procedures, and all applicable federal laws and regulations, and facilitate multi-modalism. Facilitate deployment of existing and potential Intelligent Transportation Systems (ITS) architecture through continuing efforts of partners as well as in coordination with adjacent local and tribal governments.

#### Staff Activities:

- ☐ Manage the TIP for consistency with the NMDOT STIP/TIP Policies and Procedures.
- ☐ Work with MPO Technical Coordinating Committee, Transportation Policy Board members to prioritize projects, consistent with the MTP.
- ☐ Solicit project requests from member agencies for the FFY2018-2023 TIP in accordance with the NMDOT Planning Procedure Manual.
- ☐ Track progress of TIP projects and report status to TCC and TPB
- ☐ Facilitate any required adjustments or amendments to the TIP, and prepare TIP Amendments and Administrative Adjustments as needed, consistent with the NMDOT STIP/TIP Policies and Procedures.
- ☐ Post all adopted TIP amendments on the MPO website.
- ☐ Maintain a retrievable electronic archive of all current and expired TIP documents.
- ☐ Keep track of the status of obligated projects from previous TIPs.
- ☐ Work with member agencies to ensure that ITS elements are considered and deployed where necessary.

#### Work Products and Schedule [submitted according to approved PPM deadlines]

1. Amend current TIP as needed
2. Develop FFY 2018-2023 TIP
3. Prepare and submit Annual List of Obligated TIP Projects

PRODUCT	FFY 2017 (October 1, 2016 – September 30, 2017)												FFY 2018 (October 1, 2017 – September 30, 2018)											
	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9
TIP Amendments		x			x			x			x			x			x			X			X	
FFY 2018-2023 TIP											x													
List of Obligated Projects			X												X									

Key: X=Scheduled; C=Completed



### 3- DATA COLLECTION, ANALYSIS, AND FORECASTING

#### 3.1 Traffic Count and Additional Data Collection [FTA code 44.24.00]

<b>Staff Hours</b>	<b>Estimated Staff Costs</b>	<b>Consultant Services</b>	<b>Other Expenses</b>	<b>Estimated Total Costs</b>
<b>600</b>	<b>\$ 31,200</b>	<b>\$ 5,000</b>	<b>\$ 1,500</b>	<b>\$ 37,700</b>

##### Objectives:

To conduct, or have conducted, annual traffic volume and classification traffic counts within the MPO Planning Area to assist with the assessment of annual growth and traffic changes for land use planning and impacts from local and regional transit and commuter rail service development. To collect pertinent data to assist with the improvement of the base year inputs for the travel demand forecast model as well as for validation of forecasts. Improve Traffic Count Program coordinated with City, County and NMDOT.

##### Staff Activities:

- ☐ Collect traffic count data as specified in the PPM.
- ☐ Review traffic count program and work with NMDOT to identify traffic count locations required to meet NMDOT HPMS reporting requirements.
- ☐ Expand collection of traffic count data recorded by permanent count equipment operated by the City of Santa Fe, County of Santa Fe and NMDOT.
- ☐ Maintain and update web-based platform with new count data to assist with the calculation of annual growth rates and evaluation of traffic changes.
- ☐ Conduct or contract other data collection necessary to support the MPO Transportation Planning Activities.
- ☐ Work with member agencies to review road inventory and Functional Classes (FTA code 44.27.00) to update the MPO Planning Area inventory.
- ☐ Investigate equipment and methods to collect Bike/Ped usage data.

##### Consultant Services:

- Maintain annual license agreement with MS2 to host website for public access to MPO traffic data (\$2,250/yr)

##### Related Expenses:

- Purchase supplies to maintain traffic count equipment (\$1,500)

##### Work Products and Schedule [submitted according to approved PPM deadlines]

1. Produce an annual traffic count map and upload to NMDOT and to consultant (MS2) website

PRODUCT	FFY 2017 (October 1, 2016 – September 30, 2017)												FFY 2018 (October 1, 2017 – September 30, 2018)											
	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9
Annual Traffic Count Map						X												X						

Key: X=Scheduled; C=Completed

### 3.2 Travel Demand Modeling and Related Activities [FTA code 44.23.00]

<b>Staff Hours</b>	<b>Estimated Staff Costs</b>	<b>Consultant Services</b>	<b>Other Expenses</b>	<b>Estimated Total Costs</b>
<b>250</b>	<b>\$ 13,000</b>	<b>\$ 8,500</b>	<b>\$ -</b>	<b>\$ 21,500</b>

#### Objectives:

Utilize the validated and calibrated base year model with a level of confidence for scenario testing and forecasting. The MPO Travel Demand forecast model compares a “no build” transportation network to a transportation network that includes investment options (infrastructure projects and service programs). Update the network coding and demographics to create a 2010 Base Year model. Utilize the model to guide investment decisions in the Metropolitan Transportation Plan and the Transportation Improvement Program. Update the Transit and Rail components of the model.

#### Activities:

- ☐ Utilize consulting services to provide technical support in maintaining the MPO Travel Demand Model.
- ☐ Manage the model, including updating the Base Year Network to provide an accurate reflection of the road network for the selected base year.
- ☐ Incorporate Census data to develop land use and demographic datasets for a 2010 Base year.
- ☐ Calibration and validation of Base Year Model.
- ☐ Coordinate with NMDOT staff to ensure statewide model interface with MPO model.
- ☐ Identify data needs to create a more robust transit and rail analysis within the model, implement if feasible.
- ☐ Utilize an on call Professional Service Agreement with consultant (ERMS) or other consultant(s) to assist with technical support of the model where necessary.
- ☐ Maintain the license for PTV Vision Suite.
- ☐ Receive staff training in PTV Vision Suite software as provided by NMDOT.

#### Consultant Services:

- Annual license fee (\$1,750/yr)for PTV Vision Suite
- Negotiate (up to \$5,000)an on-call contract for travel demand modelling assistance

#### Work Products and Schedule [submitted according to approved PPM deadlines]

PRODUCT	FFY 2017 (October 1, 2016 – September 30, 2017)												FFY 2018 (October 1, 2017 – September 30, 2018)											
	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9

Key: X=Scheduled; C=Completed

## 4 – TRANSPORTATION PLANNING

### 4.1 Bikeways Planning [FTA code 44.23.00]

<b>Staff Hours</b>	<b>Estimated Staff Costs</b>	<b>Consultant Services</b>	<b>Other Expenses</b>	<b>Estimated Total Costs</b>
<b>1326</b>	<b>\$ 68,952</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 73,952</b>

#### Objectives:

Continue to implement all elements of the 2012 Metropolitan Bicycle Master Plan. Expand on the work previously completed to identify and prioritize new Bikeway connections and extensions and amend Bicycle Master Plan as necessary. Work with the City and County to ensure that appropriate bikeway connections and extensions and on road facilities are incorporated into development plans. Sponsor and/or participate in events to promote bicycling as a viable and safe mode of transportation. Utilize consultant services or additional MPO staff to assist with this task.

#### Staff Activities:

- ☐ Coordinate with MPO member agencies in implementing the MPO Bicycle Master Plan.
- ☐ Update and re-print the Santa Fe Bikeways and Trails Map as needed and if funding is available
- ☐ Investigate and implement a web-based bikeways mapping tool (e.g. Google maps).
- ☐ Work with City and County staff on incorporating bikeways into development plans.
- ☐ Investigate a multimodal or complete streets level of service standard with bicycle and pedestrian considerations.
- ☐ Sponsor and/or participate in the Santa Fe Bike to Work Week and other events or programs that promote bicycling.
- ☐ Investigate and distribute educational/promotional materials related to bicycling as a viable transportation option.
- ☐ Develop educational and training materials that may be incorporated into existing local traffic and defensive driving related training.
- ☐ Assist with the expansion of Albuquerque's Bike-Share program to Santa Fe.
- ☐ Assist the City of Santa Fe with the continuation of the bike corral pilot project
- ☐ Assist the City of Santa Fe with the expansion of the Green Lane pilot project.
- ☐ Develop working relationships with local law enforcement agencies and seek out partnerships regarding community outreach, education, safety and general information dissemination.
- ☐ Build productive relationships with local and state public health agencies. Detail the relevance of transportation infrastructure design and the impacts to public health through collaborative initiatives such as Bike-To-Work Week events and planning.

#### Work Products and Schedule [submitted according to approved PPM deadlines]

PRODUCT	FFY 2017 (October 1, 2016 – September 30, 2017)												FFY 2018 (October 1, 2017 – September 30, 2018)											
	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9
																					X			

Key: X=Scheduled; C=Completed

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## 4.2 Pedestrian Planning [FTA code 44.23.00]

<b>Staff Hours</b>	<b>Estimated Staff Costs</b>	<b>Consultant Services</b>	<b>Other Expenses</b>	<b>Estimated Total Costs</b>
<b>1000</b>	<b>\$ 52,000</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 57,000</b>

### Objectives:

Implement the Santa Fe Metropolitan Pedestrian Master Plan by following the steps outlined in the plan. Participate, promote or sponsor events to encourage walking as a viable transportation option. Help facilitate submitting application and the progressive levels of achievement for the City as a "Walk Friendly Community".

### Staff Activities:

- ☐ Facilitate implementation of the Metropolitan Pedestrian Master Plan objectives.
- ☐ Continue working with the NMDOT, City and County to identify deficiencies and prioritizing improvements in the existing pedestrian infrastructure.
- ☐ Utilize findings and recommendations from other pedestrian infrastructure studies such as: the Santa Fe Trails Bus Stop Assessment and Connectivity Study and the City of Santa Fe PROW Transition Plan in identifying projects for the PMP
- ☐ Work with MPO member agency staff and consultants as needed in developing a prioritized project list and maintenance program for the PMP
- ☐ Identify and promote best practices in safer road crossing treatments for pedestrians.
- ☐ Implement strategies that promote walking and are designed to improve the walking environment within the MPO Metropolitan Planning Area
- ☐ Investigate and develop educational/promotional materials or events related to walking as a viable transportation option.
- ☐ Work with the Santa Fe Public Schools, City, and County to improve access and identify safe routes to schools within the MPO Planning Area.
- ☐ Facilitate formation of a pedestrian advocacy advisory group to help implement the Pedestrian Master Plan
- ☐ Help facilitate designation of the City of Santa Fe as a "Walk Friendly Community"

### Consultant Services:

- Engage consultant services up to \$5,000 to develop a prioritized project list from the PMP, which includes cost estimates.

### Work Products and Schedule [submitted according to approved PPM deadlines]

PRODUCT	FFY 2017 (October 1, 2016 – September 30, 2017)												FFY 2018 (October 1, 2017 – September 30, 2018)											
	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9
PMP Project List												X												

Key: X=Scheduled; C=Completed

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### 4.3 Public Transit Planning [FTA code 44.23.00]

<b>Staff Hours</b>	<b>Estimated Staff Costs</b>	<b>Consultant Services</b>	<b>Other Expenses</b>	<b>Estimated Total Costs</b>
<b>1226</b>	<b>\$ 63,752</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ 88,752</b>

#### Objectives:

Implement the Public Transit Master Plan and continue to facilitate and coordinate short term planning efforts between transit service agencies within the MPO Planning Area. As the area continues to urbanize, there are limited opportunities to expand the road network to create the needed vehicle capacity to accommodate the Single Occupancy Vehicle. Given that a majority of Santa Fe employees commute from all over the region a comprehensive plan needs to be developed to identify future transit and rail needs to accommodate travelers on public transportation as well as to identify strategies to attract new users.

#### Staff Activities:

- ☐ Assist with the implementation of the recommended strategies and goals set forth in the Santa Fe Metropolitan Public Transit Master Plan by working with local service providers.
- ☐ Support short, mid and long-range planning efforts initiated by local service providers and seek alignment of goals and objectives when practical.
- ☐ Coordinate with transit and rail operators and relevant agencies for input and guidance.
- ☐ Assist in the Rail Runner Express Zia Station evaluation.
- ☐ Investigate possible funding sources for transit improvements.
- ☐ Facilitate discussions between Santa Fe Trails, Regional Planning Authority and NCRTD to ensure continuity of existing services throughout the MPO Planning Area.
- ☐ Provide planning and travel demand model assistance as necessary to facilitate coordination of local and regional transit with commuter rail service.
- ☐ Attend meetings, where relevant which addresses services of the Santa Fe Trails, NCRTD, NMDOT Park and Ride and Rail Runner.
- ☐ Participate in planning of multimodal transportation activities including, but not limited to, the commuter rail corridor, the City Rail Yard pertaining to transportation, the development of plans for a future downtown transit facility, the NM Park and Ride Transit services, and promotion of "Alternatives to SOV Travel" and "Dump the Pump" types of events.
- ☐ Support the coordinated efforts of existing cell phone and tablet apps that promote transit usage (e.g. real time bus arrival to specific stop point).
- ☐ Investigate or develop educational/promotional materials and participate in events related to transit and rail as a viable transportation option.
- ☐ Implement relevant strategies, goals and objectives detailed in the Metropolitan Public Transit Master Plan that may advance the basic tenants of advantages of Travel Demand Management.
- ☐ Identify and review existing studies, data and information relevant to the public health and to the MPO Planning Area that may support access to and use of public transit.
- ☐ Support the Regional Transit Coordinating Committee for purposes of collaborative implementation of all planning initiatives.
- ☐ Project manage and participate in the study on Teen and Pre-teen Mobility

#### Consultant Services:

- ☐ Engage consultant to conduct a study on Teen and Pre-teen Mobility (\$30,000)

Work Products and Schedule [submitted according to approved PPM deadlines]

1. Completed Teen and Pre-teen Mobility Study

PRODUCT	FFY 2017 (October 1, 2016 – September 30, 2017)												FFY 2018 (October 1, 2017 – September 30, 2018)											
	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9
Teen&Pre-teen MobilityStudy									X															

Key: X=Scheduled; C=Completed

#### 4.4 Participation in MPO Member Plans, Projects and Studies [FTA code 44.24.00]

<b>Staff Hours</b>	<b>Estimated Staff Costs</b>	<b>Consultant Services</b>	<b>Other Expenses</b>	<b>Estimated Total Costs</b>
<b>550</b>	<b>\$ 28,600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 28,600</b>

Objectives:

Continue to participate and assist with the planning and data gathering in coordination with the TCC and the relevant NMDOT, City or County agency coordinating studies whose outcome will have impacts on the Transportation Network within the MPO Planning Area. Continue to participate with local governing, non-profit, business and citizens groups that strive to make the metro area a more walkable, bikeable and livable community. Coordination of these studies is critical in determining future project justification and funding priorities.

Staff Activities:

- ☐ Provide technical assistance and input for City and County development review process
- ☐ Participate in Project Management Teams for corridor, location, alignment, or transportation improvement projects and studies.
- ☐ Assist in development and/or implementation of statewide plans and studies including: State Rail Plan, Strategic Highway Safety Plan, the New Mexico Transportation Plan, etc.
- ☐ Assist member agencies in studies, plans and initiatives.
- ☐ Engage local groups that may assist with the goals and strategies detailed in the 2015-2040 MTP

Work Products and Schedule [submitted according to approved PPM deadlines]

PRODUCT	FFY 2017 (October 1, 2016 – September 30, 2017)												FFY 2018 (October 1, 2017 – September 30, 2018)											
	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9
																					X			

Key: X=Scheduled; C=Completed

#### 4.5 Safety Planning [FTA code 44.24.00]

<b>Staff Hours</b>	<b>Estimated Staff Costs</b>	<b>Consultant Services</b>	<b>Other Expenses</b>	<b>Estimated Total Costs</b>
<b>250</b>	<b>\$ 13,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,000</b>

##### Objectives:

Utilize the 2012 Worcester Polytechnic Institute Hazardous Locations Report to determine future transportation planning safety initiatives.

##### Staff Activities:

- ☐ Work with the NMDOT in development of the Strategic Highway Safety Plan (SHSP)
- ☐ Continue developing and formalizing an MPO Safety Plan that incorporates safety objectives for all roadway users including bicyclists and pedestrians.
- ☐ Coordinate with MPO Member Agencies to develop Highway Safety Improvement Plan (HSIP) eligible safety projects based on the findings of the Hazardous Locations Report.
- ☐ Coordinate with MPO Member Agencies on other safety related planning or initiatives.
- ☐ Participate in HSIP application review as appropriate.

##### Work Products and Schedule [submitted according to approved PPM deadlines]

1. Identified and reviewed applications for future safety projects and planning initiatives.

PRODUCT	FFY 2017 (October 1, 2016 – September 30, 2017)												FFY 2018 (October 1, 2017 – September 30, 2018)											
	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9

Key: X=Scheduled; C=Completed

#### 4.6 Metropolitan Transportation Plan [FTA code 44.23.00]

<b>Staff Hours</b>	<b>Estimated Staff Costs</b>	<b>Consultant Services</b>	<b>Other Expenses</b>	<b>Estimated Total Costs</b>
<b>460</b>	<b>\$ 23,920</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,920</b>

##### Objectives:

Implement recommended strategies found in the 2015-2040 MTP. Continue to coordinate with the implementation of the New Mexico Transportation Plan, especially in the arena of performance measures and any federal requirements to implement a performance management program.

##### Staff Activities:

- ☐ Facilitate amendments as necessary to the existing MTP 2015-2040.
- ☐ Work with NMDOT in the implementation of the New Mexico Transportation Plan
- ☐ Continue to consult with key stakeholders, such as Federal, State and local Agencies, Chamber of Commerce, Disability Groups, etc. to assist with the implementation of recommended strategies, programs and projects for the MPO Planning Area transportation network found in the MTP 2015-2040.
- ☐ Utilize where necessary the services of private consultants to assist with the implementation of the MTP.
- ☐ Capitalize on the MPO's constructive relationships with existing local economic development and affordable housing agencies/organizations by supporting MTP 2015-2040



goals and strategies within the framework and context of the impacts to local economic development and affordable housing factors.

- ☐ Implement relevant strategies, goals and objectives detailed in the 2015-2040 MTP update and master plans that may advance the basic tenants of advantages of Travel Demand Management.
- ☐ Continue to work with all possible stakeholders within the MPO Planning Area that may provide a substantive role in the management of transportation demand.
- ☐ Identify and review existing studies, data and information relevant to the public health and to the MPO Planning Area that may support active transportation. Work with public health agencies to develop strategies that promote active transportation.

Work Products and Schedule [submitted according to approved PPM deadlines]

PRODUCT	FFY 2017 (October 1, 2016 – September 30, 2017)												FFY 2018 (October 1, 2017 – September 30, 2018)											
	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9
																					X			

Key: X=Scheduled; C=Completed

Key: X=Scheduled; C=Completed

#### 4.7 Public Health Planning and Collaboration [FTA code 44.24.00]

<b>Staff Hours</b>	<b>Estimated Staff Costs</b>	<b>Consultant Services</b>	<b>Other Expenses</b>	<b>Estimated Total Costs</b>
<b>500</b>	<b>\$ 26,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 26,000</b>

##### Objectives:

Integrate a public health component into transportation planning and project prioritization. Emphasize the benefits of using alternative modes of travel and personal active transportation to reduce the growing incidence of pre-diabetes, heart disease and other illnesses tied to an inactive life style.

##### Staff Activities:

- ☐ Work with Public and Community Health agency staff and advocates in furthering active transportation initiatives
- ☐ Coordinate events and promotional activities that encourage walking and bicycling.
- ☐ Identify and review existing studies, data and information relevant to the public health and to the MPO Planning Area that may support active transportation. Work with public health agencies to develop strategies that promote active transportation.
- ☐ Work with the Mexico Department of Health to expand their Prescription Trails Program and other initiatives that directly related to active transportation.

Work Products and Schedule [submitted according to approved PPM deadlines]

PRODUCT	FFY 2017 (October 1, 2016 – September 30, 2017)												FFY 2018 (October 1, 2017 – September 30, 2018)											
	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9
																						X		

Kev: X=Scheduled: C=Completed

Key: X=Scheduled; C=Completed



**APPENDIX 1.1: BUDGET SOURCES (10/01/16 – 9/30/18)**

<b>FUNDING SOURCE</b>	<b>AMOUNT</b>	<b>COMMENTS</b>
FFY 2016 (Section 112) FHWA	\$ 10,490	Estimated amount of unexpended funds requested for reauthorization to 12/31/16
FFY 2017 (Section 112) FHWA	\$ 220,596	Estimated federal funds from FAST Act based on Metropolitan Planning \$ for NM and current allocation formula
<b>Total Federal Funds (Section 112)</b>	<b>\$ 231,086</b>	
<b>Required Local Match (14.56%)</b>	<b>\$ 39,380</b>	
<b>Total Funding for FFY 2017 (Section 112)</b>	<b>\$ 270,466</b>	
FFY 2016 (Section 5303) FTA		Estimated amount of unexpended FFY 2015 federal funds
FFY 2016 (Section 5304) FTA	\$ 20,000	Estimated amount of unexpended federal funds from ongoing planning contract
FFY 2017 (Section 5303) FTA	\$ 62,468	Estimated amount of federal funds from FAST Act based on FFY2016 authorized amount w/1.5% increase
<b>Total Federal Funds (Secs.5303 &amp; 5304)</b>	<b>\$ 82,468</b>	
<b>Required Local Match (20%)</b>	<b>\$ 20,617</b>	
<b>Total Funding for FFY 2017 (Section 5303)</b>	<b>\$ 103,085</b>	
<b>Total Federal Funds (Secs. 112 &amp; 5303 )</b>	<b>\$ 313,554</b>	
<b>Total Required Local Match (Secs. 112 &amp; 5303)</b>	<b>\$ 59,997</b>	
<b>FFY 2017: TOTAL PROGRAM FUNDS</b>	<b>\$ 373,551</b>	
FFY 2018 (Section 112) FHWA	\$ 223,547	Estimated federal funds from FAST Act based on Metropolitan Planning \$ for NM and current allocation formula
<b>Required Local Match (14.56%)</b>	<b>\$ 38,095</b>	
<b>FFY 2018 (Section 112) Total Funding</b>	<b>\$ 261,642</b>	
FFY 2018 (Section 5303 ) FTA	\$ 64,119	Estimated federal funds from FAST Act based on FFY2017 estimated amount w/2.0% increase
<b>Required Local Match (20%)</b>	<b>\$ 16,030</b>	
<b>FFY 2018 (Section 5303) Total Funding</b>	<b>\$ 80,149</b>	
<b>Total Federal Funds (Sec. 112 &amp; 5303)</b>	<b>\$ 287,666</b>	
<b>Total Required Local Match(Sec. 112 &amp; 5303)</b>	<b>\$ 54,125</b>	
<b>FFY 2018: TOTAL PROGRAM FUNDS</b>	<b>\$ 341,791</b>	
<b>FFY 2017 &amp; FFY 2018 UPWP: TOTAL FUNDING</b>	<b>\$ 715,342</b>	

## APPENDIX 1.2: BUDGET SUMMARY BY TASK (10/01/16 – 9/30/18)

### 1- MANAGEMENT AND SUPPORT OF THE PLANNING PROCESS

Task	FTA Codes	Staff Hours	Estimated Staff Cost	Consultant Services	Other Expenses	Estimated Total Costs
1.1 Program Support and Admin	21	3200	\$ 166,400	\$ -	\$ 14,386	\$ 180,786
1.2 UPWP	21	1106	\$ 57,512	\$ -	\$ -	\$ 57,512
1.3 Public Participation Process	21	900	\$ 46,800	\$ -	\$ 13,500	\$ 60,300
1.4 Staff Training/ Professional Dev	21	570	\$ 29,640	\$ -	\$ 12,000	\$ 41,640
<b>TOTALS</b>		<b>5776</b>	<b>\$ 300,352</b>	<b>\$ -</b>	<b>\$ 39,886</b>	<b>\$ 340,238</b>

Note: Staff Hours, may vary +/- 20%; Total Costs may only change by amendment of the UPWP.

### 2- TRANSPORTATION IMPROVEMENT PROGRAM

Task	FTA Codes	Staff Hours	Estimated Staff Cost	Consultant Services	Other Expenses	Estimated Total Costs
2.1 TIP Prep and Project Assistance	25	590	\$ 30,680	\$ -	\$ -	\$ 30,680
<b>TOTALS</b>		<b>590</b>	<b>\$ 30,680</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,680</b>

### 3- DATA COLLECTION AND ANALYSIS ACTIVITIES

Task	FTA Codes	Staff Hours	Estimated Staff Cost	Consultant Services	Other Expenses	Estimated Total Costs
3.1 Traffic count&add'l data collection	24	600	\$ 31,200	\$ 5,000	\$ 1,500	\$ 37,700
3.2 Travel Demand Model	23	250	\$ 13,000	\$ 8,500	\$ -	\$ 21,500
<b>TOTALS</b>		<b>850</b>	<b>\$ 44,200</b>	<b>\$ 13,500</b>	<b>\$ 1,500</b>	<b>\$ 59,200</b>

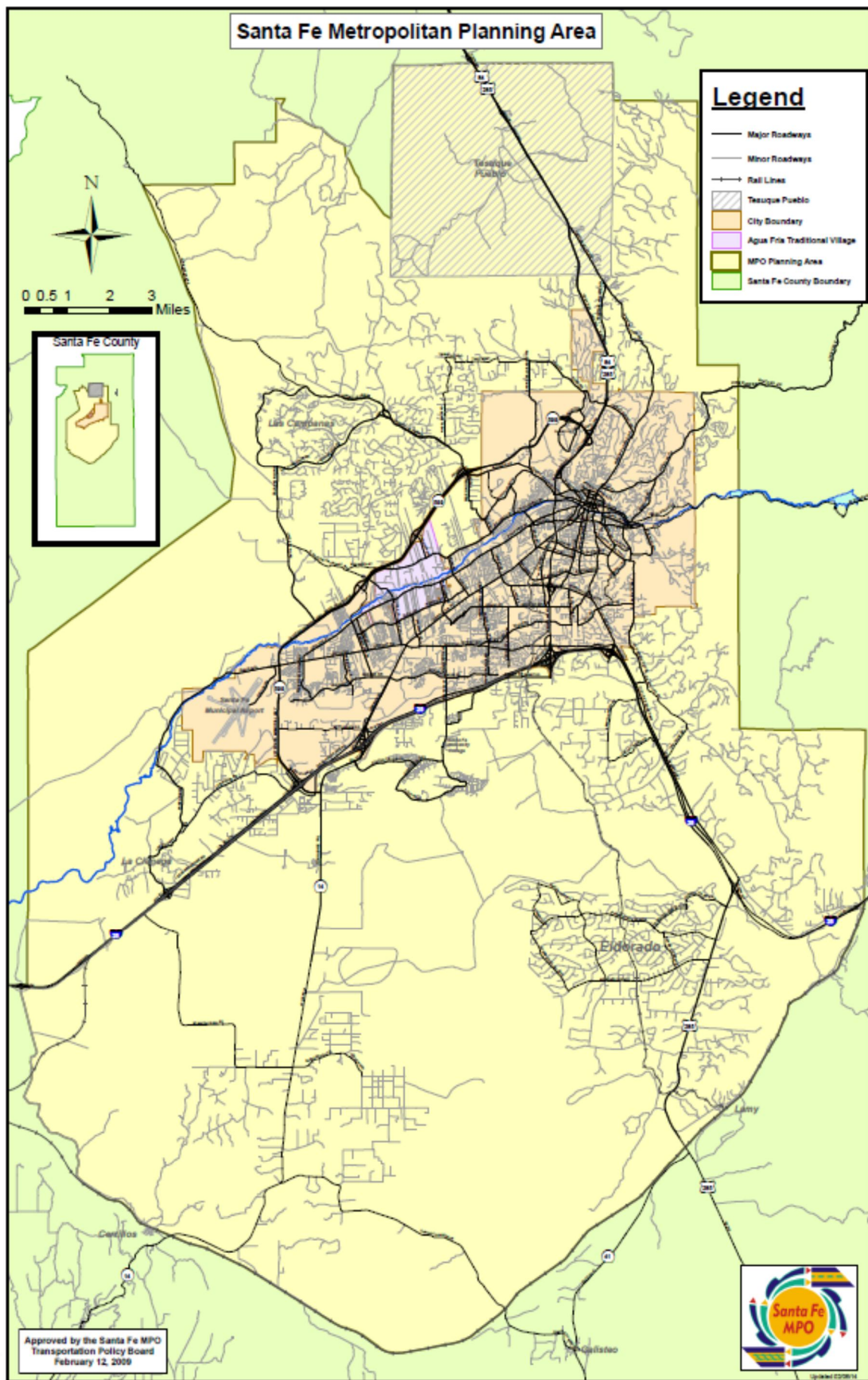
### 4- TRANSPORTATION PLANNING

Task	FTA Codes	Staff Hours	Estimated Staff Cost	Consultant Services	Other Expenses	Estimated Total Costs
4.1 Bikeways Planning	23	1326	\$ 68,952	\$ -	\$ 5,000	\$ 73,952
4.2 Pedestrian Planning	23	1000	\$ 52,000	\$ 5,000	\$ -	\$ 57,000
4.3 Public Transit Planning	23	1226	\$ 63,752	\$ 25,000	\$ -	\$ 88,752
4.4 Participation in Plans and Studies	24	550	\$ 28,600	\$ -	\$ -	\$ 28,600
4.5 Safety Planning	24	250	\$ 13,000	\$ -	\$ -	\$ 13,000
4.6 Metropolitan Transportation Plan	23	460	\$ 23,920	\$ -	\$ -	\$ 23,920
4.7 Public Health Planning and Collaboration	24	500	\$ 26,000	\$ -	\$ -	\$ 26,000
<b>TOTALS</b>		<b>5312</b>	<b>\$ 276,224</b>	<b>\$ 30,000</b>	<b>\$ 5,000</b>	<b>\$ 285,224</b>

Note: Staff Hours, may vary +/- 20%; Total Costs may only change by amendment of the UPWP.

<b>TOTALS FOR ALL TASKS</b>	<b>12528</b>	<b>\$ 651,456</b>	<b>\$ 43,500</b>	<b>\$ 46,386</b>	<b>\$ 715,342</b>
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FTA Codes: 44.21.00 Program Support Administration 44.22.00 General Development and Comprehensive Planning 44.23.00 Long Range Transportation Planning	44.24.00 Short Range Transportation Planning 44.25.00 Transportation Improvement Program 44.26.00 Planning Emphasis Areas 44.27.00 Other Activities
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# North Central Regional Transit District

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ANTHONY J. MORTILLARO

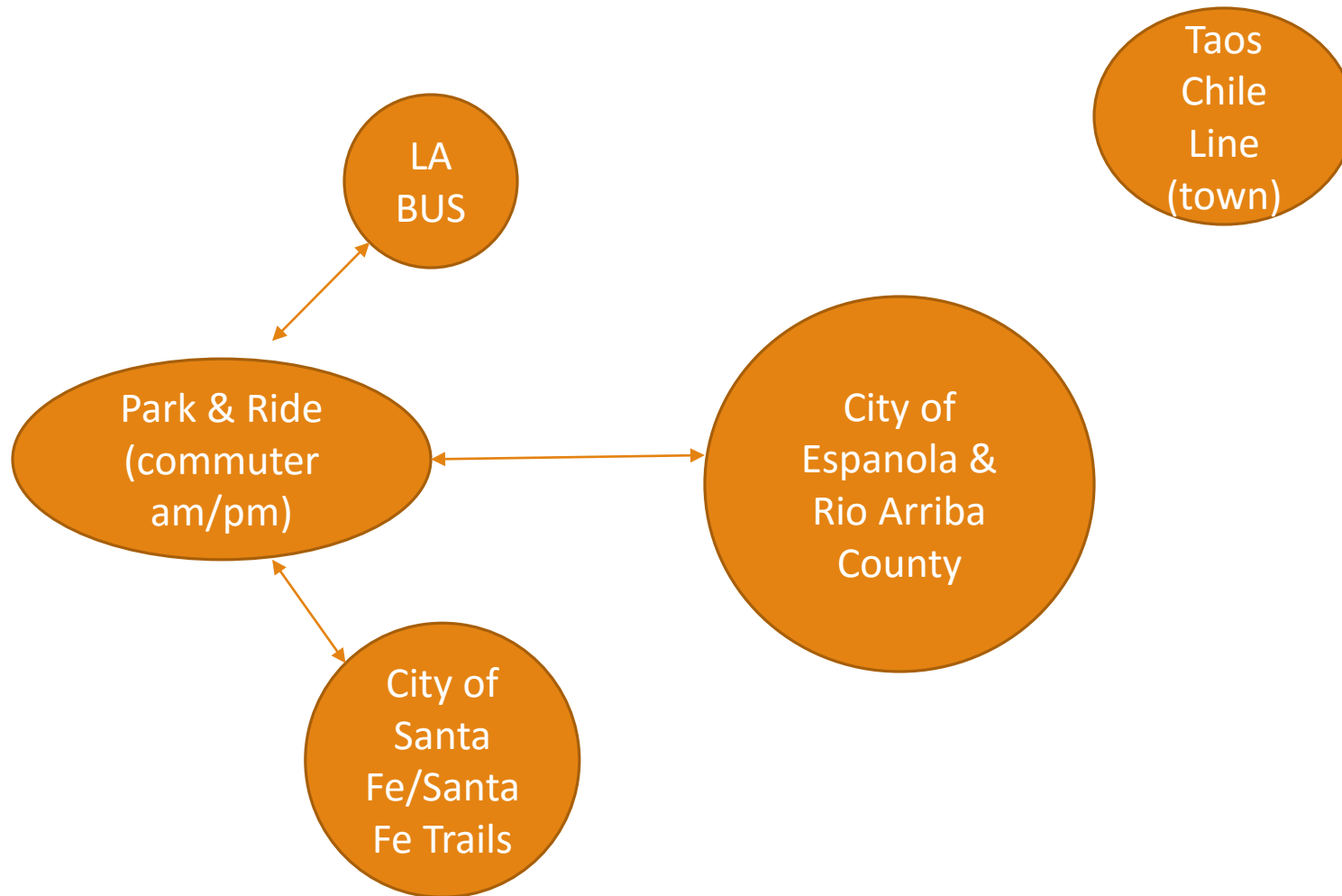
EXECUTIVE DIRECTOR

MPO BOARD PRESENTATION – APRIL 28, 2016

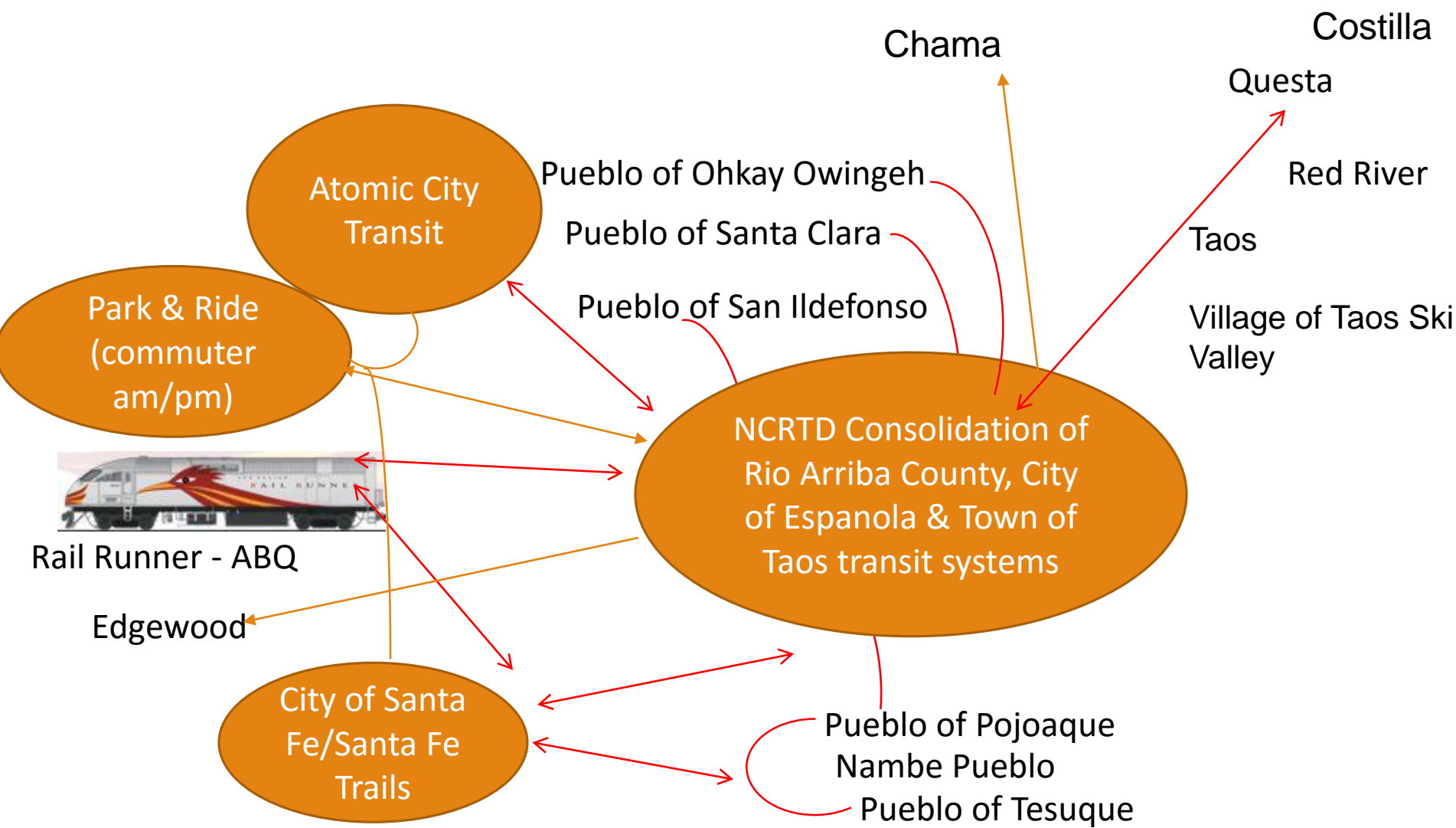
# How did the NCRTD start?

- ✓ Certified by Highway Commission in September 2004 – first in NM
- ✓ Organizational grant through the NM-DOT \$250,000 upon certification in 2004.
- ✓ Member contributions.
- ✓ 2006 Service Plan and then updated in 2008.
- ✓ The NCRTD consolidated the City of Espanola, and Rio Arriba County transit services, October 2007.
- ✓ GRT Tax election and approval in November 2009. Provides 70% of our Revenues, 20% Federal and remainder is miscellaneous.
- ✓ Started with an 11 member Board and as of 2016 we have a 14 Member Board of Directors/elected officials of the cities, counties and tribal governments in service area.
- ✓ Update of service plan for 2014 – 2019 completed
- ✓ Consolidated the Town of Taos, “Chile Line” – July 2015
- ✓ Long Range Strategic Service Plan -20 year horizon! Adopted in November 2015

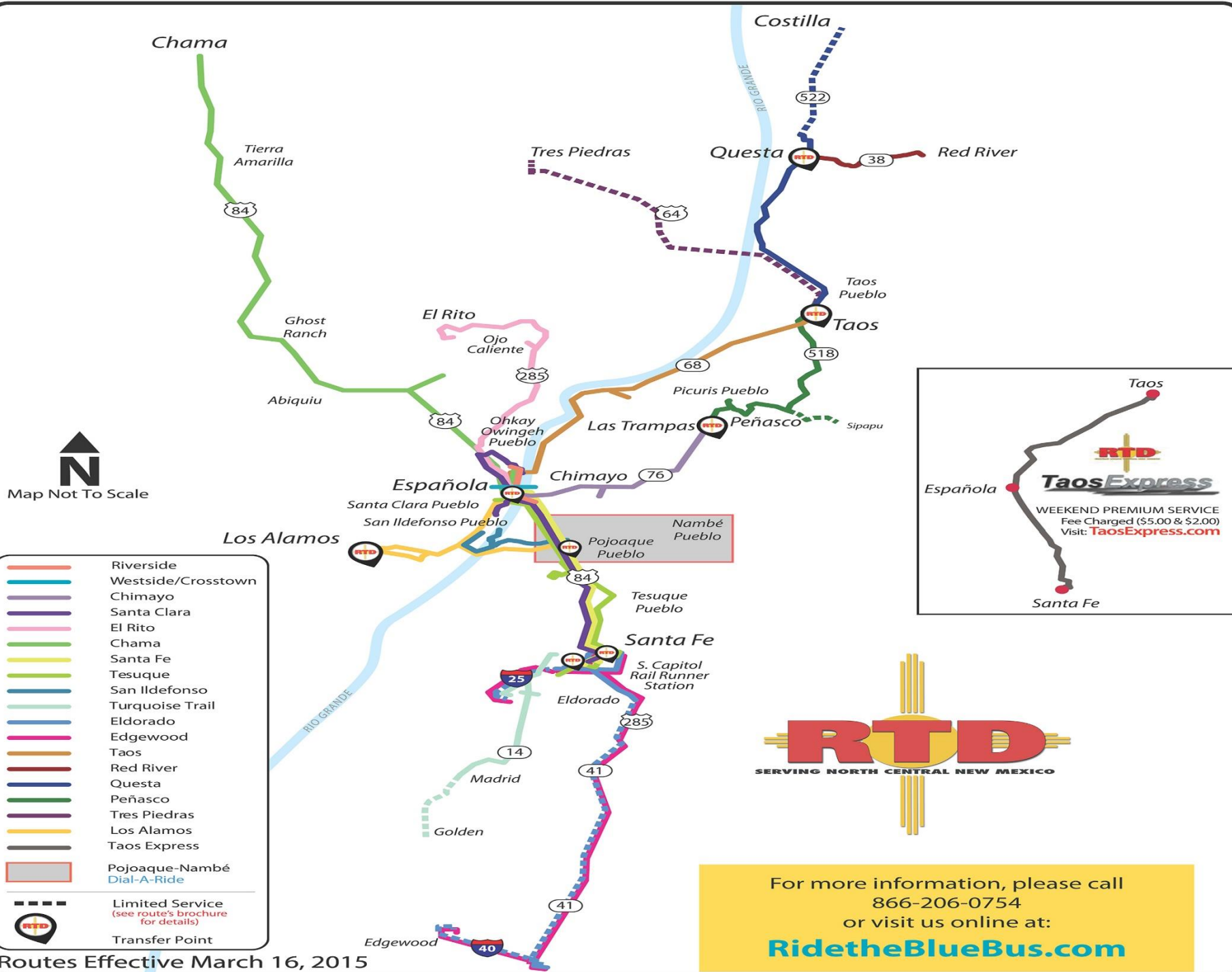
# North Central New Mexico Transit As of 2004



# North Central New Mexico Regional Transit - Present









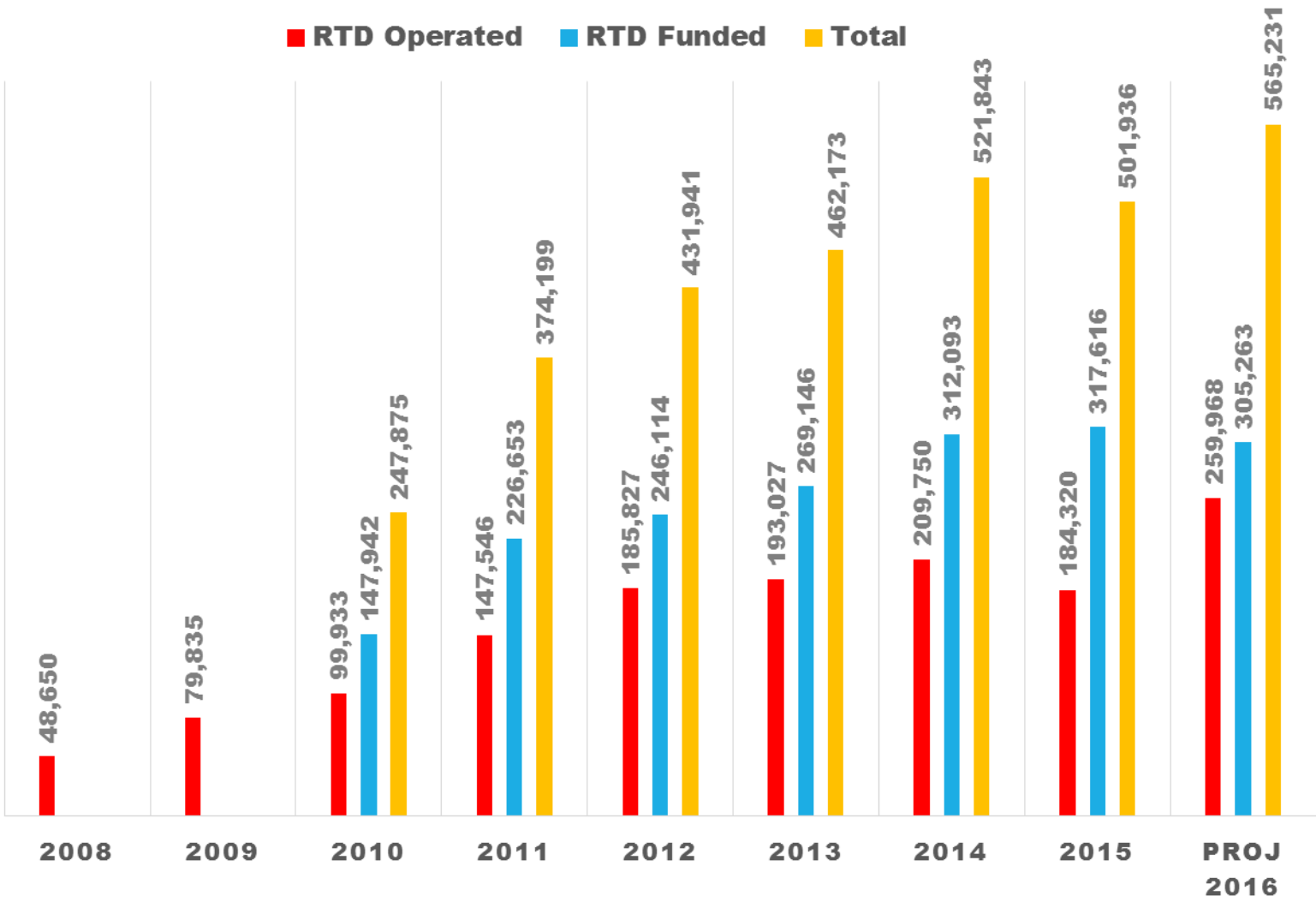
## Operational Profile:

- Twenty (24) Fixed Routes and Two (2) Demand Response, one (1) Dial-a-ride and Para-Transit service have been developed and are operated by the NCRTD throughout north central New Mexico with a fleet of 50 busses and 68 employees and annual operating budget of \$12.4 million.
- The NCRTD provides free bus service with the exception of demand response service and the weekend Taos Express and Mountain Trail.
- The NCRTD provides free bus service throughout six northern Pueblos including Ohkay Owingeh, Pueblo of Pojoaque, Pueblo of Santa Clara, Pueblo of San Ildefonso, Pueblo of Nambe and Pueblo of Tesuque.
- Annually we travel approximately 1 million miles a year!

## Areas of Service:

Cover approximately 10,079 square miles.

# NCRTD Historical Ridership





# Communities Served- 50+

**Pueblos:**

Ohkay Owingeh  
San Ildefonso  
Tesuque  
Pojoaque  
Santa Clara  
Nambé

**Los Alamos County:**

Los Alamos

**Taos County:**

Taos  
Questa  
Costilla  
Red River  
Peñasco  
UNM Taos-Klauer  
La Lama  
Cerro  
Arroyo Hondo  
Las Trampas  
Chamisal  
Rio Lucio  
Rodarte  
Vadito  
Talpa  
Pilar  
Ranchos de Taos

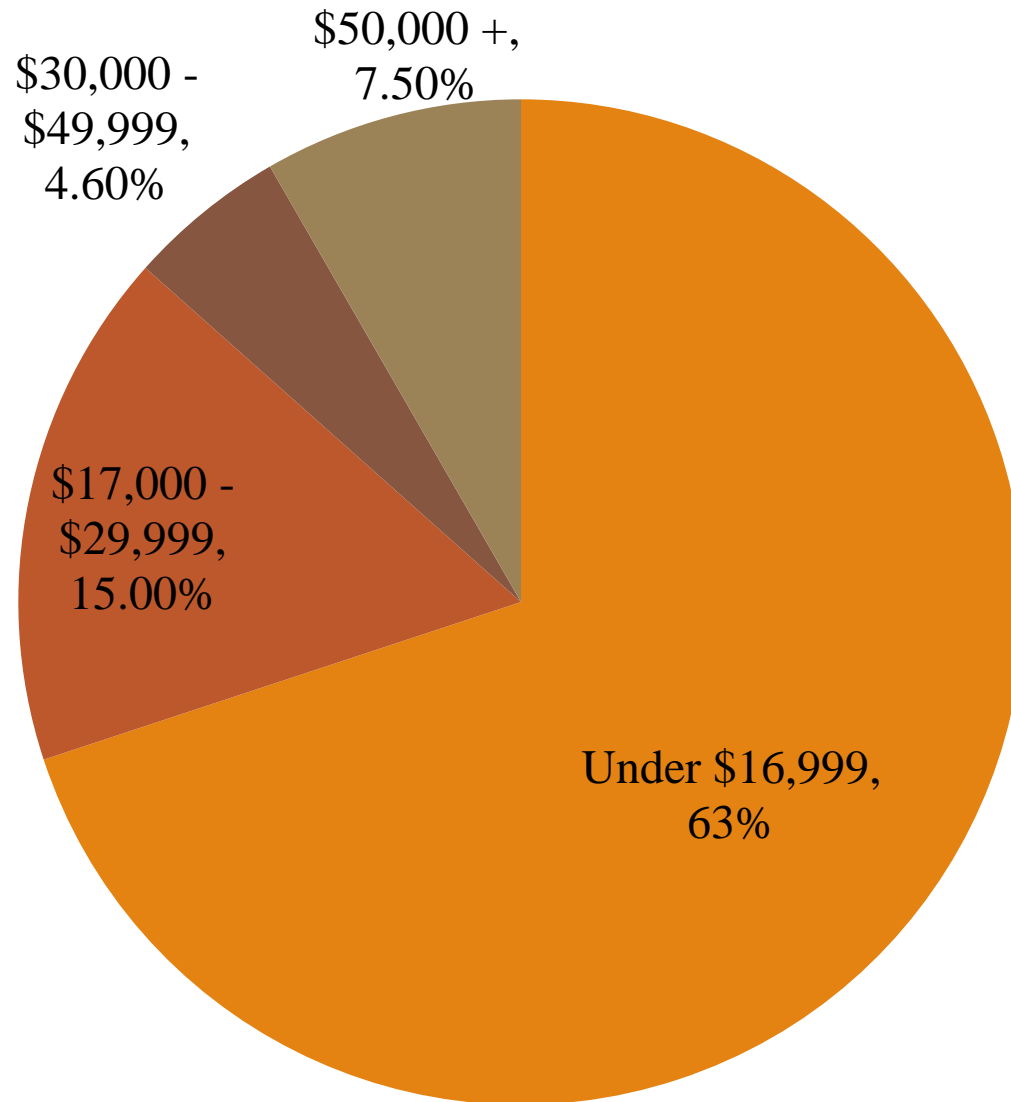
**Rio Arriba County:**

Española  
El Rito  
Ojo Caliente  
Chama  
Tierra Amarilla  
Cebola  
Ghost Ranch  
Abiquiu  
Chimayo  
Cordova  
Truchas  
Ojo Sarco  
Dixon  
Embudo  
Santa Clara  
El Duende  
La Puebla  
Hernandez  
Velarde

**Santa Fe County:**

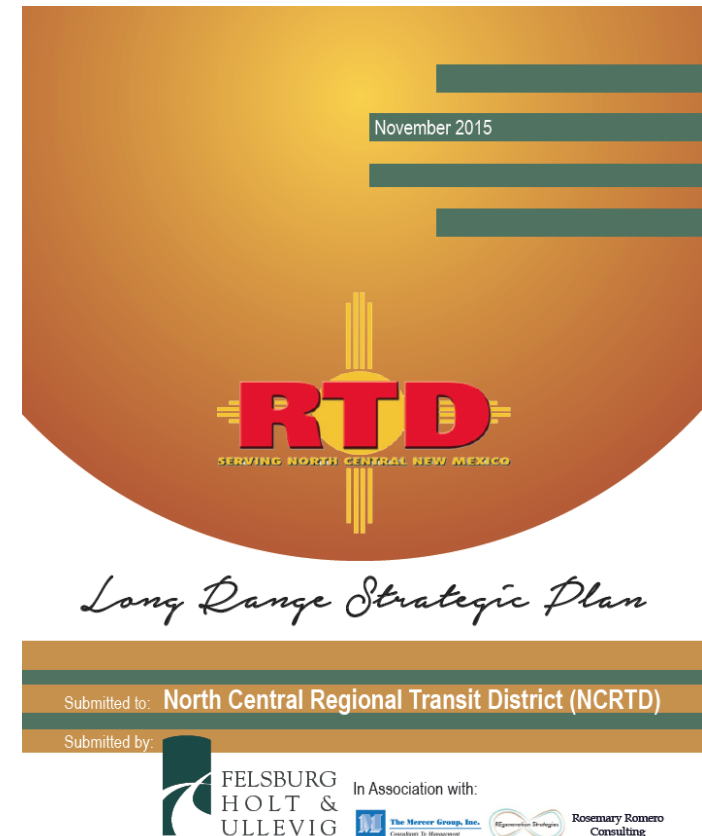
Santa Fe  
Española  
Eldorado  
Edgewood  
Moriarty  
Stanley  
Galisteo  
Madrid  
\*and the facilities of  
Oñate Military Complex  
(Homeland Security, National  
Guard, Troop Command)  
NM Corrections Department  
SF County Adult Detention Center

# Rider Income

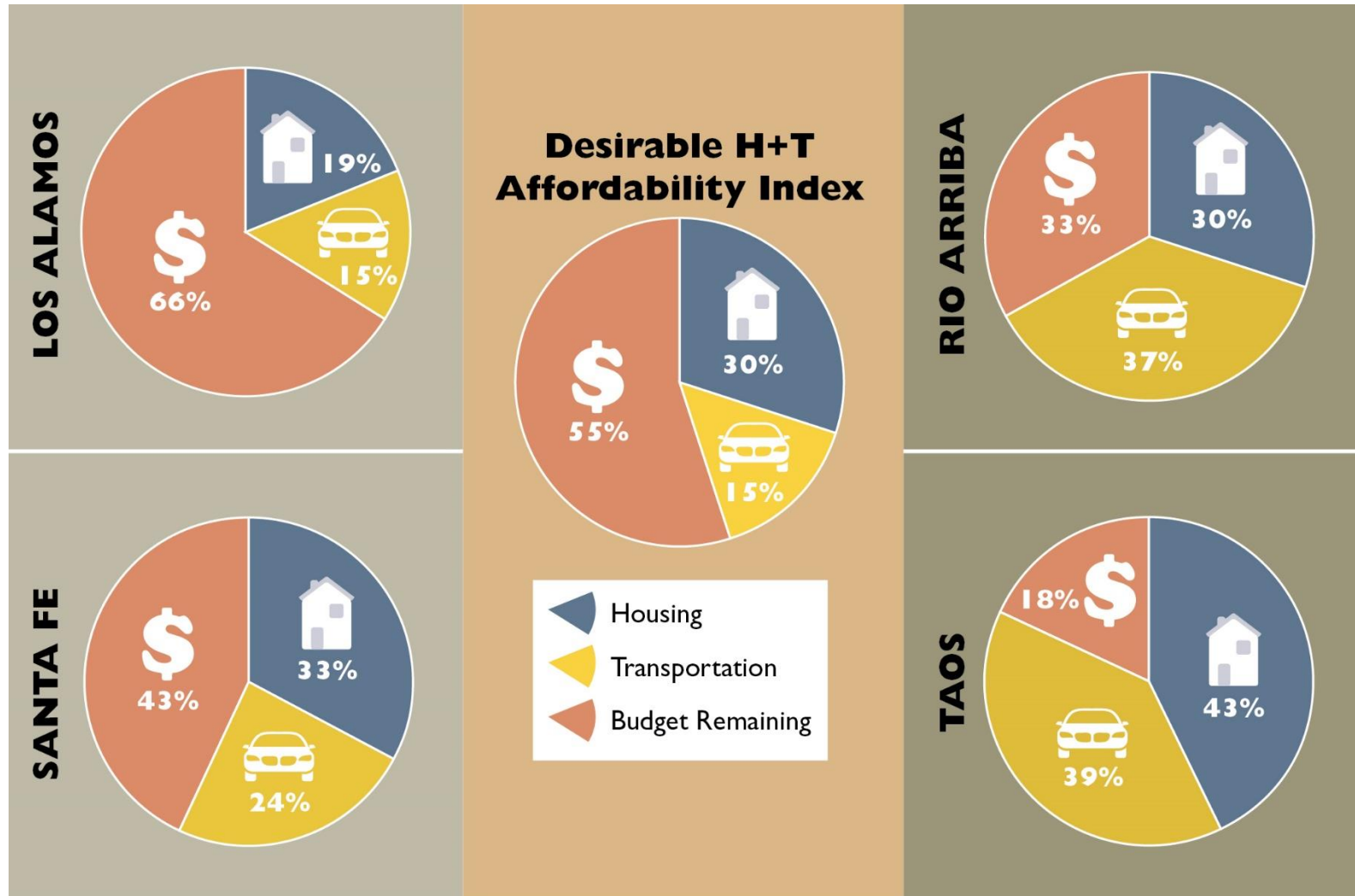


# Blue Print for the Future

- ✓ Developed a 20 year Strategic Plan to:
- ✓ Adopt a forward-thinking vision statement for the agency
- ✓ Update the agency's mission and goals statements
- ✓ Identify NCRTD's role in the region's economic development
- ✓ Better understand the cost and benefits of transit
- ✓ Learn more about the land use transportation connection
- ✓ Better understand the Housing + Transportation Affordability Index
- ✓ Identify present and future transit funding opportunities

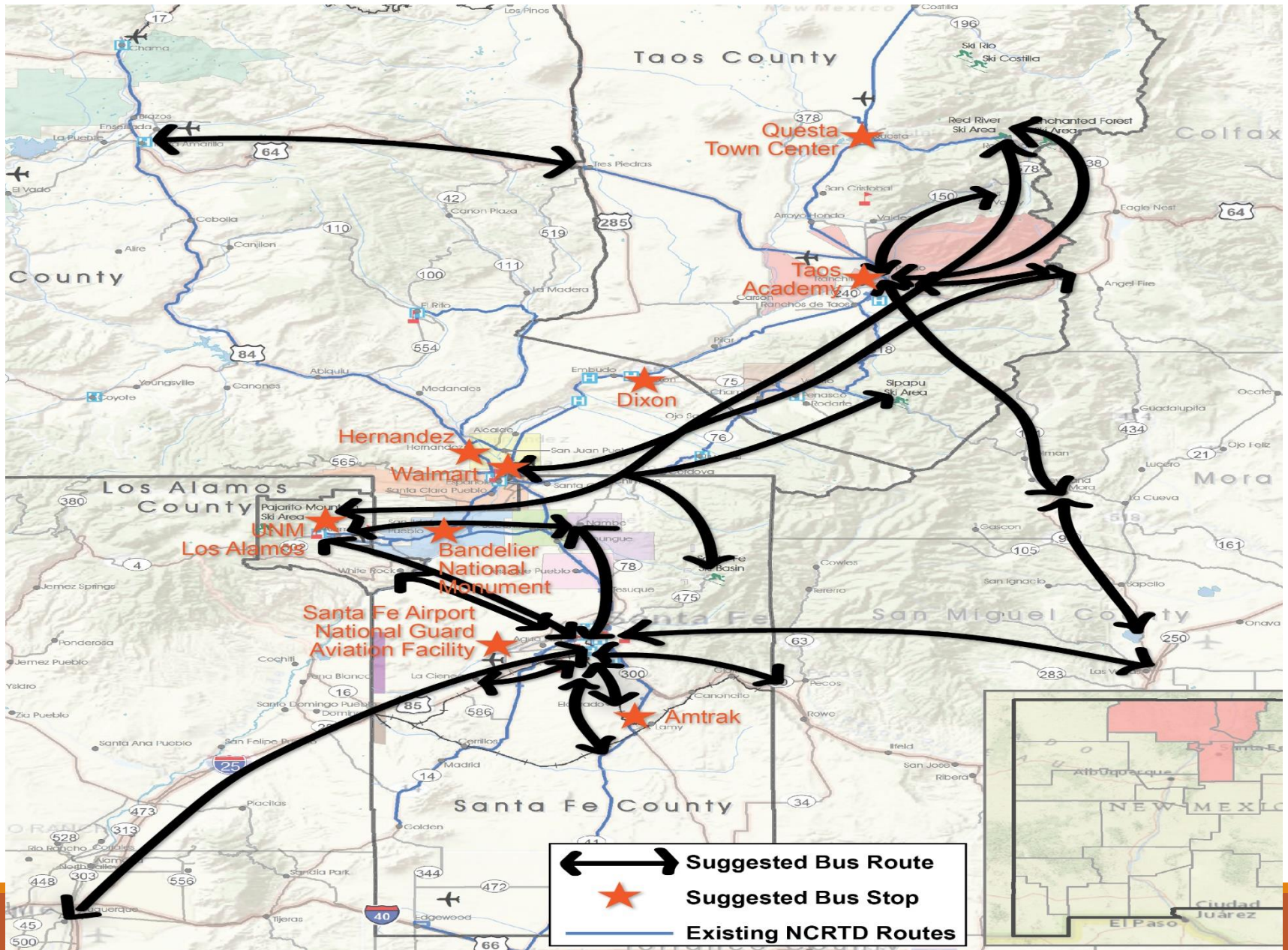


# Desirable H+T Affordability Index





# Suggested New Routes





# 20 Year Goals

Category: System Preservation and Safety

Goal 1: A well-maintained, safe, and reliable transit system

Category: Mobility

Goal 2: A connected and accessible transit system

Category: Economic Opportunity

Goal 3: A transit system that encourages economic development and vitality

Category: Partnerships

Goal 4: Regional collaboration on transit service needs and investments

Category: Environmental Stewardship

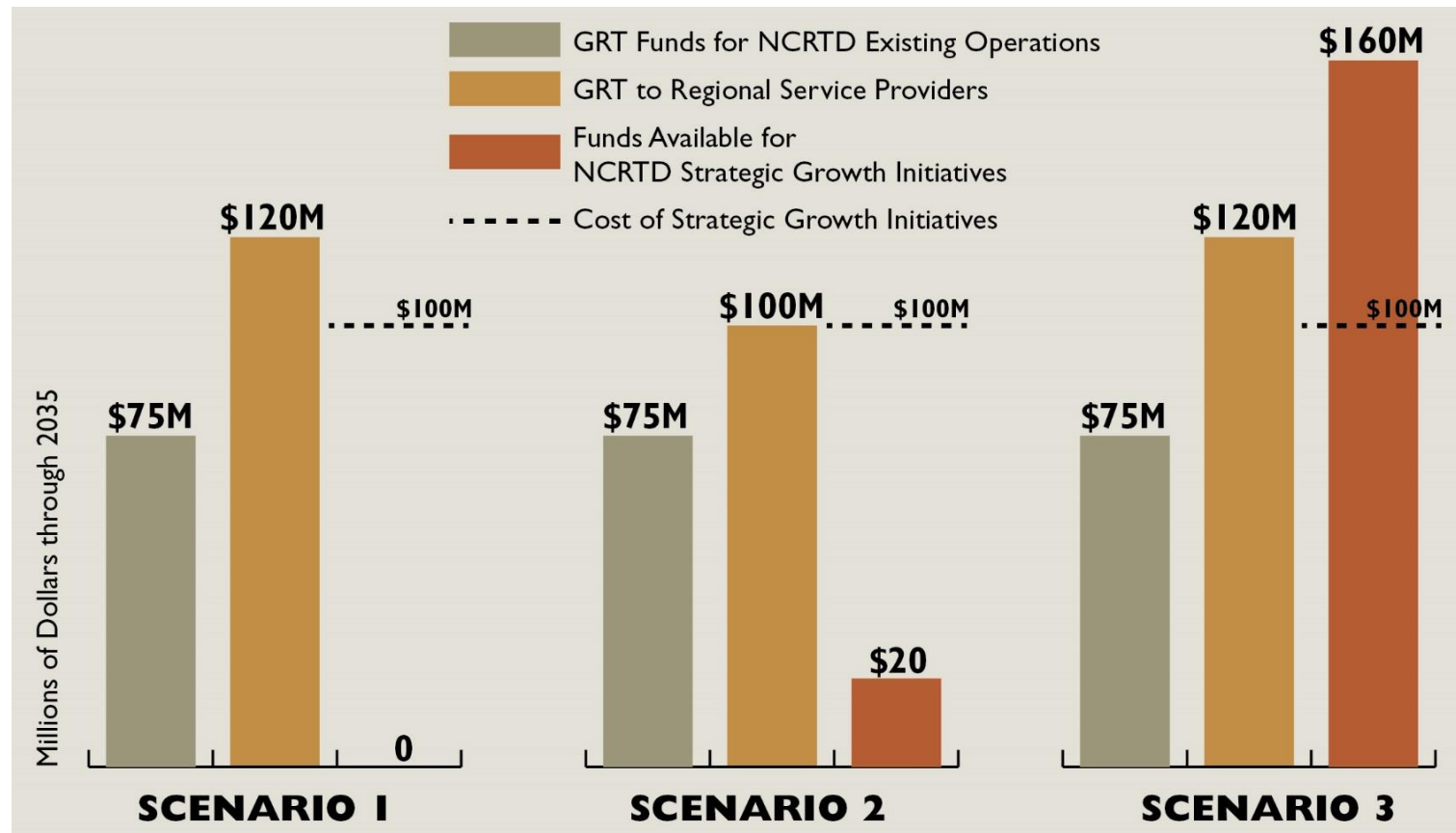
Goal 5: A transit system that protects and enhances the built and natural environment.

Category: Community Relations/Customer Service

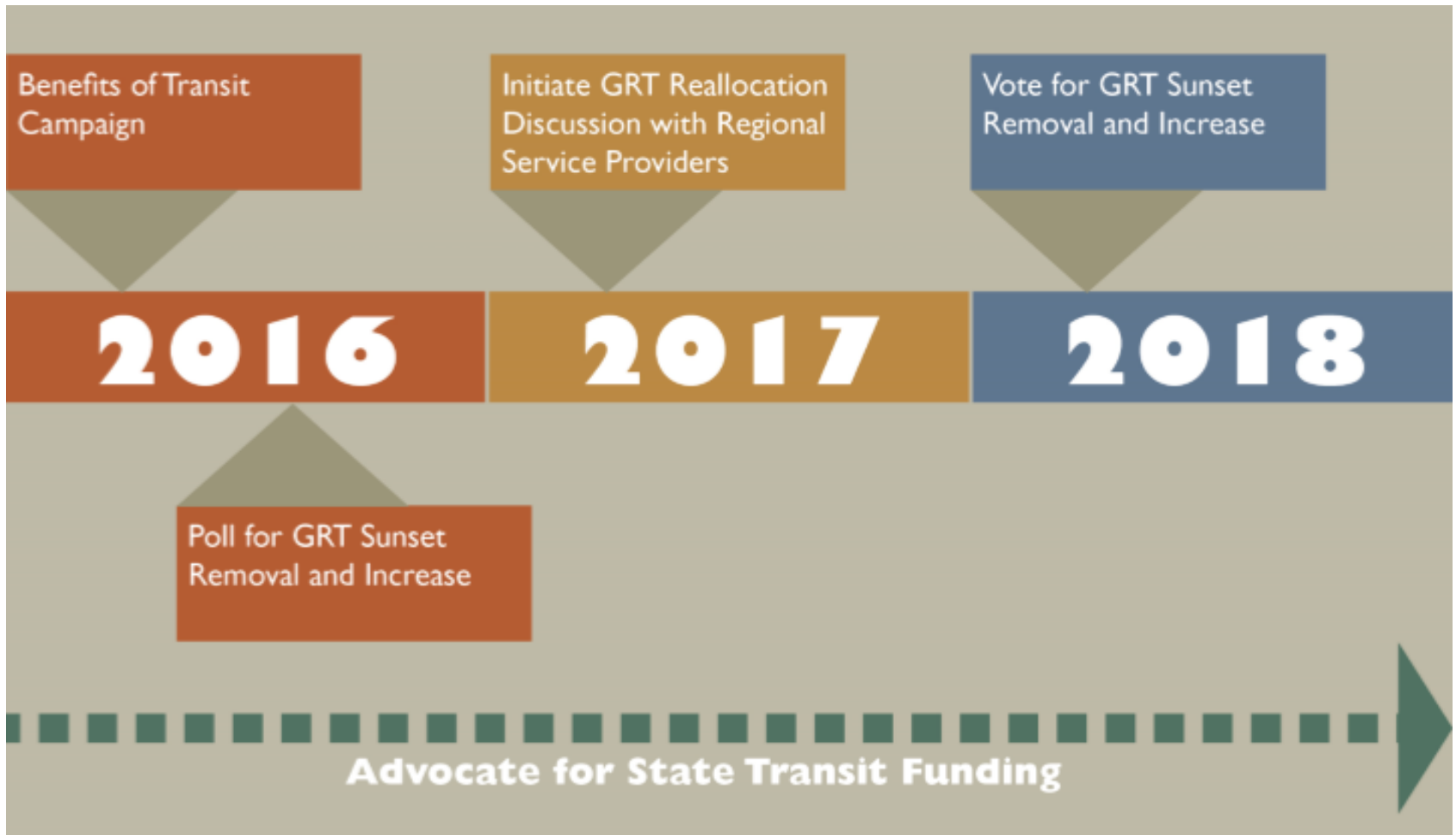
Goal 6: A reliable and responsive transit agency that provides great service to all customers.

# Financial Picture

NCRTD is committed to seeking new funding sources to meet the future transit needs of the region.

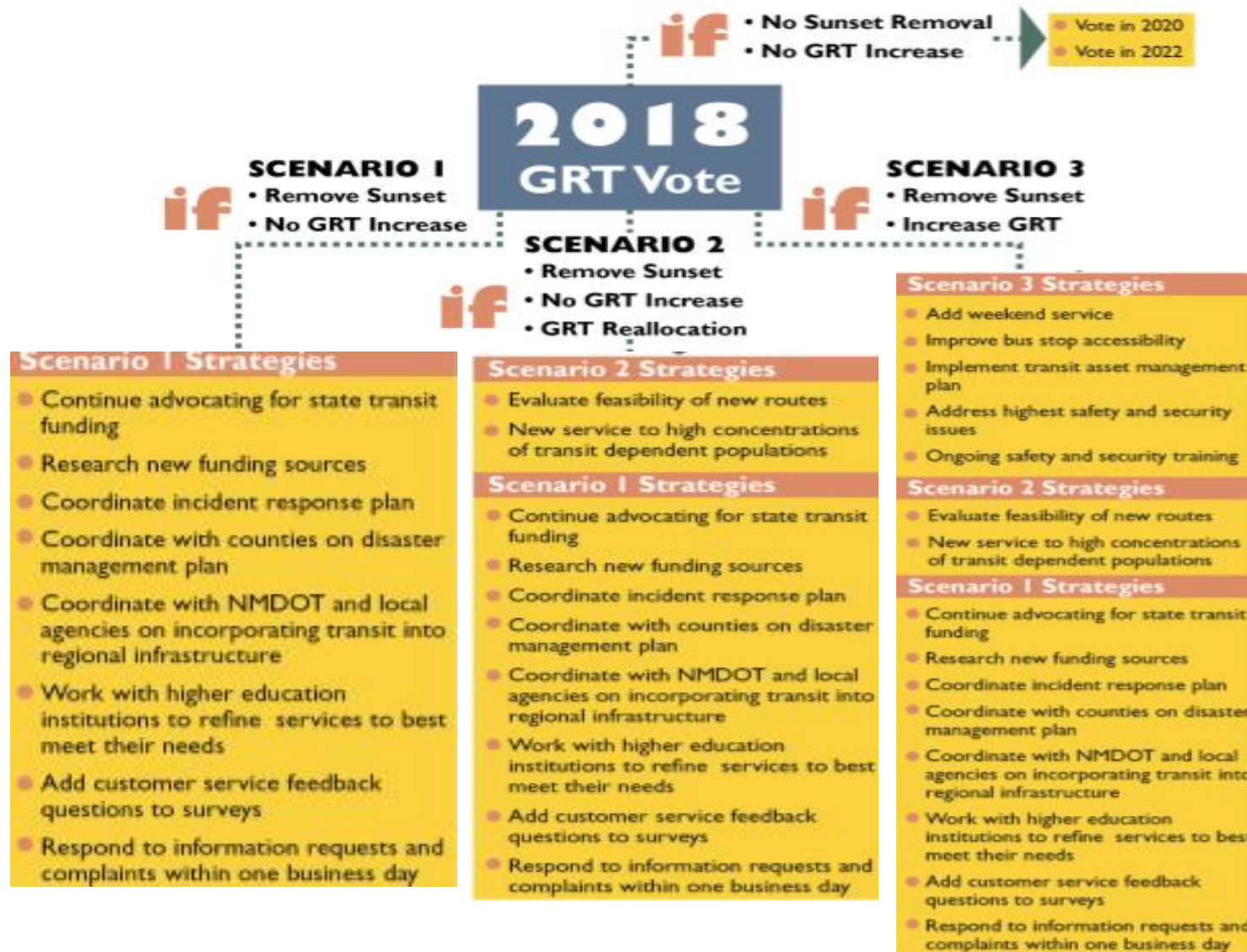


# Strategy





# 2018 GRT Vote



## Santa Fe MPO – Transportation Improvement Program (TIP) Project Status Summary

Control Number	Project Title/Description	Lead Agency	Project Cost/Funding	Status
<b>ROADWAY PROJECTS</b>				
S100070	NM599/Jaguar Drive Interchange & Ext of Jaguar Drive Construction of a New Interchange and connecting Roadways	NMDOT D5	\$9,593,000 100% Privately Funded [FFY2013]	<b>INTERCHANGE CONSTRUCTION COMPLETE</b> <b>Awaiting Utility Clearance Before Constructing Jaguar Rd Ext</b> <b>Currently Scheduled for Completion Summer 2016</b> <i>Note: Interchange will not open until Jaguar Connection is completed</i>
S100120	North-East/South-East Connectors Location Study Study following NMDOT Location Study Procedures. NE Connector from St Francis to Richards Ave. SE Connector from the NE Connector to eastern edge of Windmill Ridge Subdivision, also including extensions of College Dr., Avenida Del Sur and Sunshine Mesa	Santa Fe County	\$500,000 \$427,200 (Federal) \$72,800 (County) [FFY2012]	<b>NMDOT APPROVAL OF PHASE A/B REPORT RECEIVED</b> <b>OCTOBER 2015</b> <b>Awaiting the beginning of Preliminary Design before finalizing Phase C Report</b>
S100121	North-East Connector (I-25 Frontage Road) - ROW Acquisition, Design and Construction of a New Section of Roadway and Upgrade of Existing Roadway	Santa Fe County/ NMDOT	\$3,651,644 \$ 225,000 (County) \$2,927,725 (Federal) \$ 498,919 (State) [FFY2016 & FFY2018]	<b>AWAITING NMDOT/FHWA APPROVAL OF PHASE C REPORT</b> <b>before moving into Final Design and ROW Acquisition.</b>
S100122	South-East Connector – ROW Acquisition, Design and Construction of a New Roadway	Santa Fe County	\$6,775,000 \$6,775,000 (County) [FFY2016 & FFY2018]	<b>AWAITING NMDOT/FHWA APPROVAL OF PHASE C REPORT</b> <b>before moving into Final Design and ROW Acquisition.</b>
S100130	Cerrillos Road Reconstruction Phase IIC Camino Carlos Rey to St Michaels Drive Design, ROW Acquisition and Reconstruction. Improvements include construction of an underground storm water drainage system and multi-modal facility upgrades for vehicles, pedestrians, transit and bicycle use.	City of Santa Fe	\$11,000,000 \$9,398,400 (Federal) \$1,601,600 (State) [FFY2013, FFY2014 & FFY2015]	<b>FUNDING OBLIGATED 09/17/15</b> <b>Construction Started March 2016</b> <b>Construction Expected to be Substantially Complete by October 2016</b> <b>Project Website: <a href="http://www.cerrillosroad.com">www.cerrillosroad.com</a></b>
S100140	I-25 at Cerrillos Interchange Interchange Improvements, Bridge Replacement/Rehabilitation Diverging Diamond Interchange Preferred Alternative.	NMDOT D5	\$20,999,999 \$17,839,040 (Federal) \$3,160,959 (State) [FFY 2014 & 2015]	<b>Construction started June 2015.</b> <b>Project Completion Expected November 2016</b> <b>Project Website: <a href="http://www.santafeddi.com">www.santafeddi.com</a></b>
5100160	I-25 at Canoncito Interchange Bridge Replacement, Drainage and on and off Ramp Improvements	NMDOT D5	\$8,400,000 \$7,176,960 (Federal) \$1,223,040 (State) [FFY2013]	<b>INTERCHANGE CONSTRUCTION COMPLETE</b> <b>AND OPEN TO TRAFFIC</b> <b>Aesthetic Wall by Church still to be Completed</b>
S100230	NM14 (Cerrillos Rd) ADA Study ADA Feasibility Study and ROW Acquisition	NMDOT D5	\$1,250,000 \$1,068,000 (Federal) \$ 182,000 (State) [FFY2018 & FFY2019]	<b>FUNDED IN FFY2018 &amp; 2019</b> <b>Funding will Transfer to the City once Road Exchange Agreement has been executed</b>
S100250	Interstate Pavement Preservation Pavement Preservation at various location along Interstate 25 in the MPO Area	NMDOT D5	\$10,000,000 \$8,544,000 (Federal) \$1,456,000 (State) [FFY2020 & FFY2021]	<b>FUNDED IN FFY2020 &amp; 2021</b>
S100270	Pedestrian Signal Head Upgrade Upgrade all 415 pedestrian signal heads at 58 intersections to countdown type. This countermeasure is related to reducing pedestrian related crashes.	City of Santa Fe	\$300,000 \$277,920 (Federal) \$22,080 (State) [FFY2015]	<b>FUNDING OBLIGATED 09/03/15</b> <b>Installation of new Pedestrian Signal Heads to begin early April. Completion within 2 months of Start</b>

## Santa Fe MPO – Transportation Improvement Program (TIP) Project Status Summary

Control Number	Project Title/ Description	Lead Agency	Project Cost/ Funding	Status
S100340	NM466 (St Michaels Drive) Pedestrian ADA Improvements	NMDOT D5	\$323,629 \$276,509 (Federal) \$47,120 (State) [FFY2017]	<b>FUNDED IN FFY2017</b> <b>Funding will Transfer to the City once Road Exchange Agreement has been executed</b>
S100350	Guadalupe Street Bridge (#6487) Off-Ramp Rehabilitation (Bridge Deck Replacement)	NMDOT D5	\$1,500,000 \$1,281,600 (Federal) \$218,400 (State) [FFY2017]	<b>FUNDED IN FFY2017</b> <b>Design Development Underway</b>
S100370	Agua Fria/Cottonwood Drive Intersection Safety Improvements Design, ROW Acquisition and Construction of a Roundabout at the Intersection of Agua Fria St/Cottonwood Dr	City of Santa Fe	\$1,200,000 \$1,111,680 (Federal) \$88,320 (State) [FFY2015 & FFY2018]	<b>DESIGN FUNDING OBLIGATED 08/20/15</b> <b>Design Started April 2016</b> <b>Construction Funded in FFY2018</b>
S100420	FR-2098 Arroyo Hondo Bridge Preventative Maintenance Project Bridge Deck Overlay	NMDOT D5	\$312,000 \$266,573 (Federal) \$45,427 (State) [FFY2017]	<b>FUNDED IN FFY2017</b> <b>Design Development Underway</b>
S100430	NM599/US84-285 Ramp Modification Lengthen SB On-Ramp from NM599 to US84/285	NMDOT D5	\$395,819 \$338,188 (Federal) \$ 57,631 (State) [FFY2018]	<b>FUNDED IN FFY2018</b>
S100440	St Francis Dr/St Michaels Dr Interchange Improvements Study, Design and Construction of Improvements to the Interchange	NMDOT D5	\$750,000 \$427,200 (Federal) \$322,800 (State) [FFY2016 & FFY2019]	<b>Study RFP's Under Review</b> <b>Construction Funding (\$5,500,000) currently programmed in FFY2021</b>
S100450	US84/285 & NM502 Bridge Maintenance Project Bridge Maintenance on Bridge #9312 inside MPO Planning Area and Bridges #7516, #8943 and #8661 outside the MPO Planning Area	NMDOT D5	\$2,209,300 \$1,887,626 (Federal) \$ 321,674 (State) [FFY2016]	<b>Project scheduled to go to Construction in August 2016</b>
L500219	Defouri Street & Guadalupe Street Bridges Project Replacement of the Defouri Bridge (#4063) and Rehabilitation of the Guadalupe Bridge (#6944)	City of Santa Fe	\$1,259,543 \$ 80,000 (State) \$1,179,543 (City) [FFY2016]	<b>Project being Rebid</b> <b>Construction expected to start late summer 2016</b>
S100460	Guadalupe Street Reconstruction "Road Diet" The proposed project identified through the RSA is the following: Lane Reduction, Pedestrian Improvement, bicycle Improvements, Signalized Intersections Improvements, Lighting, Drainage Accommodations, new Signing and Striping.	City of Santa Fe	\$4,000,000 \$3,582,900 (Federal) \$ 362,500 (State) \$ 54,600 (City) [FFY2017 & FFY2019]	<b>DESIGN FUNDED IN FFY2017</b> <b>Agreement Request Form for Design Funds Submitted April 2016</b> <b>CONSTRUCTION FUNDED IN FFY2019</b>
S100480	Old Santa Fe Trail Bike Lanes Construction of Bike Lanes to the Existing Roadway	Santa Fe County	\$559,063 \$559,063 (County) [FFY2016]	<b>CONSTRUCTION BEGAN NOVEMBER 2015</b> <b>COMPLETION EXPECTED MAY 2016</b>

## Santa Fe MPO – Transportation Improvement Program (TIP) Project Status Summary

Control Number	Project Title/ Description	Lead Agency	Project Cost/Funding	Status
<b>TRANSIT &amp; RAIL PROJECTS</b>				
TS00110	Downtown Transit Center Sheridan Ave Improvements Construction of ADA-compliant pedestrian, bicycle and transit facilities, and streetscape improvements	City of Santa Fe	\$2,340,824 \$2,000,000 (Federal) \$ 340,824 (City) [FFY2016]	<b>FUNDING TRANSFERRED TO FEDERAL TRANSIT ADMINISTRATION</b> <b>Design being Finalized. Construction expected to start Sept/Oct 2016 (60-90 Day Construction)</b>
<b>NON MOTORIZED PROJECTS</b>				
S100280	Santa Fe River Trail – Connections and Improvements Multi-use Trail connections, crosswalks and trail widening, from Camino de Chelly to Defourin St.	City of Santa Fe	\$439,070 \$250,000 (Federal) \$189,070 (City) [FFY2015]	<b>CONSTRUCTION FUNDING OBLIGATED 09/14/15</b> <b>Advertisement for Construction Bids January 2016</b> <b>Construction expected to start late Spring 2016</b>
S100281	Santa Fe River Trail/E. Alameda St Pedestrian Improvements Design and construction of pedestrian improvements including new sidewalk, retaining structures and handrail along East Alameda Street and Santa Fe River.	City of Santa Fe	\$455,000 \$388,752 (Federal) \$ 66,248 (City) [FFY2014 & FFY2015]	<b>CONSTRUCTION FUNDING OBLIGATED 09/01/15</b> <b>Awaiting Council approval to award Contract</b> <b>Construction expected to start late Spring 2016</b>
S100282	Santa Fe Rail Trail – Segment 4 Construction of a natural surface Multi-use Trail parallel to the Santa Fe Southern Railroad from Avenida Vista Grande to Avenida Eldorado	Santa Fe County	\$471,213 \$96,798 (Federal) \$374,415 (County) [FFY2015]	<b>CONSTRUCTION FUNDING OBLIGATED 08/03/15</b> <b>Construction expected to start Late Spring 2016</b>
S100283	Gonzales Community School Bike and Pedestrian Safety Improvements & Bike Rack Purchase Construction of a Multi-Use Trail from Camino de las Crucitas into the Gonzales Community School and Purchase of Bike Racks to be placed at some elementary/middle/community schools	Santa Fe Public Schools	\$173,242 100% Federal Funded [FFY 2015]	<b>CONSTRUCTION FUNDING OBLIGATED 08/03/15</b> <b>UNDER CONSTRUCTION</b> <b>Completion expected by mid-May 2016</b>
S100390	Acequia Trail/Railyard Crossing Construction Construct a Multi-use Path Grade Separated Crossing (Underpass) of St Francis Drive (US 84/285)	City of Santa FE	\$3,820,000 \$3,263,808 (Federal) \$556,192 (City) [FFY2015]	<b>CONSTRUCTION FUNDING OBLIGATED 09/17/15</b> <b>Additional \$470,464 in CMAQ-Flex funding added 12/14/15</b> <b>Design Complete. Bids Under Review</b> <b>Expecting to begin Construction Late Spring/Early Summer</b>
S100410	El Camino Real Buckman Road Retracement Project (NM FLAP TRAIL 77000(1)) Design and Construction:: Segment 1 - 5ft natural surface recreational trail from USFS Headquarters Trail to USFS Dead Dog Trail (9.6 miles). Segment 2 - 10ft Multi Use Trail from Santa Fe River Greenway Trail to USFS Headquarters Trail (4.7 miles).	Santa Fe County	\$3,311,095 \$2,829,000 (Federal) \$482,096 (County/City) [FFY2015 & FFY2016]	<b>Design Phase underway June 2015</b> <b>30% Design Complete. Currently Preparing Environmental Document and Final Design</b> <b>CONSTRUCTION FUNDED IN FFY2016</b>
S100470	Rail Trail Underpass at NM466 (St Michaels Drive) The proposed project identified through the RSA is the following: Design and Construct a Trail Underpass	City of Santa Fe	\$3,135,000 \$2,808,504 (Federal) \$ 285,000 (State) \$ 41,496 (City) [FFY2017 & FFY2019]	<b>DESIGN FUNDED IN FFY2017</b> <b>CONSTRUCTION FUNDED IN FFY2019</b>
S100500	Improvements to Motocross & All Terrain Tracks and Facilities at La Tierra	City of Santa Fe	\$278,200 \$236,470 (Federal) \$ 41,730 (City) [FFY2017]	<b>Recreational Trail Program Funding Award</b> <b>Added to TIP by Administrative Modification 04/08/16</b>