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MPO TRANSPORTATION POLICY BOARD
June 30, 2016

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**MINUTES OF THE
SANTA FE
MPO TRANSPORTATION POLICY BOARD
Market Station
June 30, 2016**

CALL TO ORDER

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

ROLL CALL

Members Present

Councilor Joseph Maestas, Vice-Chair – initially participated telephonically
Commissioner Robert Anaya - telephonically
Jessica Griffin, DOT (for Tamara Haas, DOT)
Councilor Signe I. Lindell
Councilor Ronald S. Trujillo

Members Excused

Commissioner Henry Roybal, Chair
Tamara Haas, DOT
Mayor Javier Gonzales
Governor Robert Mora, Tesuque Pueblo
Commissioner Liz Stefanics

Others Present

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

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

APPROVAL OF AGENDA

MOTION: Councilor Trujillo moved, seconded by Councilor Lindell, to approve the Agenda as presented.

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

APPROVAL OF MINUTES – MAY 26, 2016

MOTION: Councilor Trujillo moved, seconded by Councilor Lindell, to approve the minutes of the meeting of May 26, 2016, as presented.

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

A. MATTERS FROM THE PUBLIC

There were no matters from the public.

B. ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

A Memorandum dated June 27, 2016, to Transportation Policy Board members from MPO staff, regarding June 30, 2016 Transportation Policy Board meeting Agenda, is incorporated herewith to these minutes as Exhibit "1."

A copy of the final Santa Fe MPO FFY 2017 & FFY 2018 Unified Planning Work Program, October 1, 2016 through September 30, 2018, is incorporated herewith to these minutes as Exhibit "2."

1. APPROVAL OF FFYs 2017 & 2018 UPWP (MPO STAFF)

Vice-Chair Maestas said we had approved the draft UPWP at the April meeting, and we are being asked to approve some minor changes.

Mr. Tibbetts said the only amendment was a change to a re-formatted table to clearly indicate any amendments whether administrative or formal in the document. He said that update has been done.

Mr. Tibbetts said no additional comments have been received regarding the changes. He said this document is the same one that was approved in April, with the addition of the table changes.

Councilor Lindell said she is unprepared to vote on this item because she only got it this afternoon and has seen it for only 10 minutes.

Vice-Chair Maestas asked if the document was sent out in advance.

Mr. Tibbetts said it was emailed to the members of the Board.

Councilor Lindell said she received the agenda and it wasn't attached, although the minutes were attached as well as the agenda.

Mr. Tibbetts said he sent the update.

Councilor Lindell said she received the email on June 22, 2016. She asked the other members if they received the document in the packet via email, and if anyone has seen it.

Commissioner Anaya said he got the information in the packet that was sent out for the rescheduled meeting.

Mr. Tibbetts asked Commissioner Anaya if he received the draft sent out in April, when the draft was discussed, because it is basically the same document that was sent out for the April meeting.

Councilor Lindell said neither she nor Councilor Trujillo received the document with the packet.

Mr. Tibbetts said he will check to see what happened, and apologized that happened.

Commissioner Anaya asked if the amendment is substantial.

Mr. Tibbetts said it isn't an amendment, noting the draft was discussed and voted on in April, and sent as a draft to the DOT as required. This is the final document that has to be submitted by tomorrow, July 1, 2016.

Commissioner Anaya said, respectfully, we had a discussion and voted on the draft at the April meeting. He said we need to get this approved today and timely moved forward .

MOTION: Commissioner Anaya moved, seconded by Councilor Trujillo, to approve the FFYs 2017 & 2018 UPWP as submitted.

DISCUSSION: Councilor Trujillo said he will second the motion, because it is time sensitive and has to be submitted.

VOTE: The motion was approved on a voice vote with Councilor Trujillo, Councilor Maestas, Commissioner Anaya and Jessica Griffin voting in favor of the motion, no one voting against and Councilor Lindell abstaining.

2. UPDATE ON CHANGES TO THE MPO PROGRAM STRUCTURE (LISA MARTINEZ, DIRECTOR, LAND USE DEPARTMENT.

Lisa Martinez, Director, Land Use Department, City of Santa Fe, said the transition moves both MPO and Long Range Planning into the Land Use Department. She said she and Mr. Tibbetts have had preliminary discussions about how to proceed with the transition. She said, "For the record, we do not have any plans to make significant changes to the Department." She said there are programs that are specific to the federal government which are long established and have been in the works. She said her job is to make sure she is completely familiar with those programs, make sure she understands how they are managed and how the work is done throughout the year. She said they fully intend to take this time to make sure she is clear on the priorities that are established.

Ms. Martinez said she and Mr. Tibbetts have discussed that any changes to come forward would be along the line of streamlining operations and looking at efficiencies, but other than that, they are not looking at plans for significant changes.

Ms. Martinez said she will take time in the upcoming week to Introduce the MPO and Long Range Planning staff members to the rest of the Land Department, with an introduction to our existing positions and the work currently performed by the Department. She said she will be looking at the financial side, the budget, and figuring out how we transfer the administrative operations to Land Use. She will take time to do this in the upcoming week.

Ms. Martinez said a little later in the month, she has scheduled a Department-wide training schedule, where they plan to provide introductions on the work of the MPO, Long Range Planning as well as Current Planning. All staff will be given an introduction to the program and the work currently being performed, and how it integrates this Department.

Ms. Martinez said, essentially, this is a time of transition, learning and getting to know one another, and learning the different priorities. She is looking forward to that and initial discussions on this topic and bringing back additional information to this Board with regard to any changes proposed in the future. She said if there are changes, it certainly will be a team effort between all of us and then go forward from there.

Ms. Griffin said she would like the opportunity for the NMDOT representatives or any Federal Highway representatives to ask questions of Ms. Martinez, with regard to questions concerns they might have with the reorganization and transition.

Vice-Chair Maestas thanked Ms. Martinez for her presentation, and said he expects her to work with the MPO and to ensure that the Policy Board and the MPO moves forward with its federal and State obligations consistent with the Joint Powers Agreement and the UPWP, and all the documents we have regarding the operation and management of the MPO.

3. UPDATE AND STATUS REPORT FROM DISTRICT 5, NMDOT (PAUL BRASHER, DISTRICT ENGINEER.

Mr. Tibbetts said he invited Paul Brasher, District #5 Engineer to give an update from District #5. Responding to the Chair, Mr. Tibbetts said it is a verbal update. He noted in his Staff Memorandum he said, *"This update is in response to questions and concerns raised at the May 26, 2016, Policy Board meeting, regarding the NE/SE connector project and the status of negotiations on the Road Exchange Agreement with the City of Santa Fe affecting improvements on St. Michaels Drive."*

Mr. Brasher said when we last met, he agreed to come back and "be smarter," about the NE/SE connector project and the Road Exchange Agreement. He said since we last met he has nothing to add, noting that the upper management of the DOT is in the process of arranging a meeting with the County to discuss the status of the northeast connector design and construction, and Phase C, the environmental study being undertaken for both the southeast and northeast. He said the environmental study is lagging a little more than he thought for the southeast connector. He thought the corridor was defined well enough to proceed with Phase C, but it wasn't.

Mr. Brasher said he hopes we will have the summit between the DOT and County soon, so we can discuss these things in more detail. He said he is aware that we do need to get back to the Policy Board with the outcome of any decisions, or anything that might change or drift away from the MPO TIP.

Mr. Brasher said he would appreciate the opportunity at the next meeting to come back and provide, hopefully, an update with more detail and something with more substance. He said, otherwise, he has sorry to have to say he has nothing further to add. He said he would be glad to have the opportunity to come back for the next meeting, and try this again. He said he also will go before the TCC with an update.

Commissioner Anaya said he would like to talk about the SE/NE connector as well as other issues of concern in District #3 that overlap into District #5. He is excited to hear about, and wants to be included in, the discussion.

Mr. Brasher said he will nudge the occurrence of meeting, and hopefully will be able to come back with a status report on the outcome of that meeting, commenting he is anxious to have this meeting as well.

Responding to Mr. Tibbetts, Mr. Brasher said he has no update on the Road Exchange Agreement at this time, but there has been no movement recently. He will do what he can to move this forward, commenting it is a little complicated. He will be glad to come back and provide an update on this at the next meeting.

Vice-Chair Maestas joined the meeting in person

4. UPDATE ON TRANSPORTATION IMPROVEMENT PROGRAM (TIP) PROJECTS. (MPO STAFF)

A copy of *Santa Fe MPO – Transportation Improvement Program (TIP) Project Status Summary*, dated June 20, 2016, is incorporated herewith to these minutes as Exhibit “3.”

Keith Wilson, MPO, reviewed the changes to the Project Status Summary. Please see Exhibit “3,” for specifics of this presentation.

Mr. Wilson said there really is no major update on projects or changes in projects. He said there are 3 major projects that were approved. The construction of I-25/Cerrillos Road Intersection and Cerrillos Road project is moving forward smoothly on schedule. The Acequia Trail underpass contract is about to be awarded, so they will be going to construction soon. He asked members with specific questions to contact him if you need more information

Vice-Chair Maestas asked, regarding the CMAQ [Congestion Mitigation & Air Quality] funds dedicate to the Acequia Trail, if there is a desire to obligate those funds.

Mr. Wilson said a big portion of the funds were last year's monies, and we got additional funds.

C. MATTERS FROM THE MPO STAFF

Mr. Aune suggested the Board consider holding a meeting at the end of July, noting we normally don't schedule a meeting in July. He said the reason being to hear Mr. Brasher's update before the end of August.

The members in attendance agreed and asked staff to work on scheduling the meeting.

Mr. Brasher said he would be happy to do so.

Mr. Aune will work on scheduling that meeting.

Vice-Chair Maestas asked the reason representatives of Federal Highway don't attend the meetings.

Ms. Griffin said under the Stewardship and Oversight Agreement, the DOT is its representative, unless you have a specific request for them to attend and provide input. She said Federal Highway doesn't attend any MPO Board or TCC meetings.

Mr. Aune said tomorrow is the MPO deadline for applications to participate in the funding for the Transportation Alternative Program and the Recreational Trails Program. He said we are looking forward to hearing from Ray Matthew regarding some accounting of federal projects. He said there are two projects coming in, and one project on behalf of the Attorney General. He said they will be reviewing those with DOT staff over next weeks and making recommendations for applications for these projects shortly therefore.

D. MATTERS FROM THE SFMPO TRANSPORTATION POLICY BOARD

There were no matters from the SFMPO Transportation Policy Board.

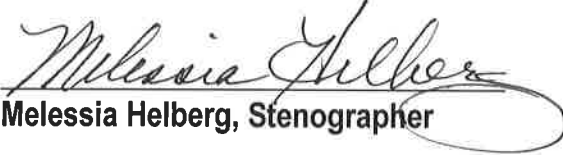
E. MATTERS FROM THE NMDOT AND FHWA

There were no matters from the NMDOT and FHWA.

F. ADJOURNMENT – Next scheduled meeting August 25, 2016 and possibly July 28, 2016.

There was no further business to come before the Board, and the meeting was adjourned at approximately 5:20 p.m.

Commissioner Henry Roybal, Chair


Melessia Helberg, Stenographer