

**SANTA FE MPO TECHNICAL COORDINATING COMMITTEE
 CITY OF SANTA FE OFFICES # MARKET STATION
 500 MARKET STREET, SUITE 200
 MONDAY, JULY 25, 2016, 1:30 PM**

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**SANTA FE MPO TECHNICAL COORDINATING COMMITTEE
CITY OF SANTA FE OFFICES @ MARKET STATION
500 MARKET STREET, SUITE 200
MONDAY, JULY 25, 2016, 1:30 PM**

1. CALL TO ORDER

The meeting of the Santa Fe MPO Technical Coordinating Committee was called to order by John Romero, Chair, at 1:30 pm, on Monday, July 25, 2016, at the City of Santa Fe Offices @ Market Station, 500 Market Street, Suite 200, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

John Romero, Chair
Mark Hogan, Santa Fe County
Ray Matthew, Santa Fe County
Anthony Mortillaro, NCRTD
Thomas Martinez, Santa Fe Trails
Richard MacPherson, City of Santa Fe
Paul Brasher, NMDOT
Vicki Lucero, Santa Fe County
Dave Quintana, City of Santa Fe
Greg Smith, City of Santa Fe
Governor Charles Dorne, Tesuque Pueblo

OTHERS PRESENT

Will Sutton, Transportation Planner, KFH, Telephonically
Desiree Valdez, Health Promotion Specialist, NM Department of Health
Mark Tibbetts, MPO Officer
Keith Wilson, Senior Planner
Erick Aune, Planner
Robin Elkin, NMDOT
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

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

VOTE The motion passed unanimously by voice vote.

**4. APPROVAL OF MEETING MINUTES
JUNE 20, 2016**

Mr. Mortillaro asked that the initials of his organization that are after his name be corrected to NCRTD.

MOTION A motion was made by Mr. Mortillaro, seconded by Mr. Matthew, to approve the minutes as amended.

VOTE The motion passed unanimously by voice vote.

5. COMMUNICATIONS FROM THE PUBLIC

None

6. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

**A. REVIEW AND RELEASE FOR PUBLIC REVIEW OF AMENDMENT 3 TO
THE FFY2016-2021 TRANSPORTATION IMPROVEMENT PROGRAM**

Mr. Wilson said he received proposed amendments from NMDOT. He referred to the memo in the packet for descriptions. We are asking for you to review these and give permission for them to release them for public review. They will be back here on August 22nd with any comments and then we will ask for your recommendation to the Policy Board.

MOTION A motion was made by Mr. Quintana, seconded by Mr. Smith, to allow the release of Amendment 3 for public review and comment.

VOTE The motion passed unanimously by voice vote.

**B. SANTA FE METROPOLITAN BUS STOP AND SIDEWALK
CONNECTIVITY ASSESSMENT**

Mr. Tibbetts said he is going to have the consultant call in on this one.

Mr. Tibbetts said we started this project about a year ago to look at ADA compliance and connectivity. The majority of the stops are administered by Santa Fe Trails. Will Sutton is going to give us an overview on this. He is calling in. This is a GIS database and can be tracked through the City and other entities with access.

Mr. Sutton said he is a Transportation Planner with KFH. He will walk the Board through the report.

The report was put on screen and is available.

Mr. Sutton said this project entailed going to each bus stop in Santa Fe and the surrounding areas and doing an inventory of signs, amenities and accessibility from an ADA point of view and a sidewalk point of view.

Mr. Sutton said we were given a number of 433 active bus stop locations. We were unable to locate 3 of the stops and found 13 new stops. We determined 89% of the bus stops did have signs. Santa Fe Trails is the major operator of the stop stops but we did NCRD and others as well. The actual design of the Santa Fe bus stop signs are long and a rectangle and helpful for folks with visual impairment. Under ADA these are approved. We detailed information cases at the stops. 43% of them were accessible. Route information was included in all of the information cases. The ADA calls out boarding and alight areas at bus stops including space for ramp deployment from the bus. 92% of the stops had a firm and stable surface. 55% of the stops had an unobstructed landing area. 42% met the slope requirement. 60% of the stops met the requirement for the connection to streets, sidewalks or pedestrian paths by an accessible route. All in all, 35% of the stops met all the requirements.

Mr. Sutton said we looked at all the benches. 39% of the stops have benches. The majority are free standing. 9% have advertising on them. We found 2 benches broken and 2 with poor installation. We inventoried shelters and located 76 shelter areas. One stop, Santa Fe Place Mall, has 5 shelters. Shelters have a number of ADA accessibility requirements. 6% did not meet the requirements. We also looked at shelter amenities.

Mr. Sutton said our report identifies all of the bus stops that need improvements. There are quite a few. The graphic in the report shows them by areas that they need improvement in and which ones of them that need to be improved to meet ADA guidelines. Accessibility is the top category with 47%. We also have the breakdown of potential costs for the improvements. Accessibility is by far the most at \$450,000 to \$510,000 thousand. Then we prioritized the improvement needs with a scoring plan. The report details out all the factors for connectivity with scores. Greatest areas in need are shown. It also shows the prioritization of bus stops for improvements.

Mr. Tibbetts said they also have a bus stop profile on each stop in this report with photos and specifics. This data is available in a GIS platform as well. They are currently working on an ADA public right of way plan for the City doing surveys of all the sidewalks, curb cuts and crossing. This is a component piece of that Transition Plan. We inventoried the sidewalks as we did the stops. The new project is expanding on that. All of the information we collected is included in those profiles.

Mr. Tibbetts said thank you.

Chair Romero said he understands that you are doing the overall Transition Plan for the City. Are you going to combine these bus stop projects with that Transition Plan. You may have pulled out all of these figures but your recommendation would be to do them all as part of the Transition Plan in chunks.

Mr. Sutton said it is part of Plan but we feel that the Transition Plan could enhance the bus connectivity. We could identify specific corridors and these stops could be identified as priorities. Once the PROW project is completed we should have a great plan.

Mr. Tibbetts said thank you.

C. UPDATE OF THE SANTA FE MPO PRE-TEEN AND TEEN INDEPENDENT TRANSIT AND MOBILITY PLAN

Mr. Aune reported that we have embarked on this study. We have hired Site Southwest as the consultant. They have built a website that has a survey. We will be engaging youth to get their input when school starts again.

Mr. Mortillaro asked how is this information getting out to the teens and how are they informed about the study and how to get there.

Mr. Aune said the website will have the survey that asks questions of the youth. We are scheduled to meet with the Youth Advisory Committee to develop a relationship with them to establish a word of mouth campaign. We are also going to schools, Boys and Girls Clubs and other entities to establish links to the survey. It is not an easy task. As it plays out we will see how it goes. He will give updates. We also included Edgewood and Pojoaque.

Ms. Valdez said we can we put a link to that on our webpage.

Mr. Aune said sure.

Mr. Quintana asked do we have any numbers regarding youth riders.

Mr. Wilson said youth ride for free on the bus so when they get on the driver presses a button to log them on. We need to extract that information.

Chair Romero said some people feel uncomfortable sending teens on the bus. This is anecdotal information from people he has heard from. Are there plans to address parents concerns.

Mr. Aune said there are three elements of this survey, infrastructure improvements, educational components and policies that the City, County and the MPO might consider to advance mobility for youth.

Ms. Valdez said in terms of connecting with students at high school, she has connections to the Student Wellness Team and will send that to Mr. Aune.

Mr. Aune said that would be helpful.

Mr. Mortillaro asked does the survey ask them to identify what system they use. Our system runs in the MPO area as well.

Mr. Aune said it does not. The reason is that the survey is set up to ask if they take a bus, walk or drive. We considered getting into detail but decided we were getting too much in the weeds and would lose them.

Mr. Mortillaro asked is it likely that you consider them all riding Santa Fe Trails.

Mr. Aune said we did a beta test with thirty youth in mid May. The consultant has two people working in the field with youth. We will also be talking with the youth and parents in meetings at the Boys and Girls Clubs, Warehouse 21 and other locations. We have to build the dialogue.

Mr. Mortillaro asked is this only on a sample group then.

Mr. Aune said yes.

Mr. Mortillaro said it may not be reflective of the responses you get on the survey.

Mr. Aune said we can talk about it more. The blue bus has the factor of having the logo for awareness.

Mr. Mortillaro said you are reaching out to Pojoaque for an example and a number of students take our bus there. He is interested in knowing how many students use the blue bus. How do we know which system they are using.

Mr. Aune said we are considering using a route system but we don't want to overwhelm them with technical details.

Mr. Mortillaro asked the map you are beta testing with, does it have our routes on it.

Mr. Aune said yes.

Ms. Valdez asked are you reaching out to Indian School students.

Mr. Aune said yes.

D. LETTER FROM FHWA ON AVAILABILITY OF CMAQ FUNDING

Mr. Tibbetts said he received a letter the from Federal Highway Administration that informed us that the congestion and air quality funding has gone to the MPOs that were not in attainment over the years. Albuquerque has been in that category for over twenty years. Albuquerque is in attainment now so the money will be available to other MPOs. The total amount is \$2 million. The money is given out at the discretion of DOT. The only area in non attainment in New Mexico is Anthony, New Mexico and that is for particulate matter. Santa Fe is pretty safe. Farmington and Dona Ana were potential but at this point it is not clear. So now they are flexible funds. It is DOT's call. They sent a letter out to all MPOs because they would like it to be distributed to as many as possible. We could do things that promote bicycle or pedestrian travel. It has been suggested that DOT work with the MPOs on a plan to distribute these funds. No process is in place at this moment to do the distribution. We will be working with DOT. We wanted to get the word out there.

Chair Romero said thanks for the update.

E. UPDATE ON TRANSPORTATION IMPROVEMENT PROGRAM PROJECTS

Mr. Wilson said this is the monthly review of the status of our TIP projects. The chart is in your packet. If there are any updates let us know as we go through them.

S10070 Mr. Brasher said this is privately funded. We are just waiting on the final phase of reseeding.

S100121 Mr. Wilson said there are some agreements that need to still come forward.

Mr. Brasher said the upper management of DOT is in the process of developing and negotiating with the County on an MOU. It will be designed by DOT and constructed then turned over to the County. Eventually.

Mr. Wilson said we have the design funding in 2016.

S100122 Mr. Hogan said we are preparing an RFP

S100130 Mr. Quintana said it is on schedule

S100140 Mr. Brasher said the construction is expected to be

completed by November 16th. It is on schedule to meet that. We will have a series of lane closures in the next coming weeks. We will finish the bridges over the next ten days.

Mr. Smith said on your website it shows a link to the diverging diamond but the link did not go anywhere.

Mr. Brasher said he will take a look at that when he leaves here.

5100160 Mr. Brasher said we will be doing more seeding on the slope treatments. The decorative treatment on the wall has not gotten done yet. It will be completed over the next couple of weeks then the project will be closed out. The interchange is open now.

S100420 Mr. Brasher said this project is to be let in January so we can get summer construction.

L500219 Mr. Quintana said going to purchasing this week to be rebid.

S100460 Mr. Quintana said this is with DOT legal section now.

TS00110 Mr. Martinez said we are waiting for the environmental to come back. We are looking at early spring for construction to start.

S100282 Mr. Hogan said this project is just beginning now.

S100390 Chair Romero said we will begin construction in October.

7. MATTERS FROM THE MPO STAFF

Mr. Tibbetts said there will be no Policy Board meeting this week. Our next TCC meeting is the 22nd not 23rd.

8. MATTERS FROM TCC MEMBERS

Chair Romero said the DOT has been offering training and it is very valuable. It would be beneficial to local governments to be able to have the basic construction management training. DOT provides that to their staff. He is asking MPO to get with NMLTAP to put some of these trainings together. The construction management and inspection training would be separate from the cradle to grave training. Since we are asked to do the same quality of work that DOT does we should be able to get the same training.

9. NEXT MEETING - MONDAY, AUGUST 22, 2016

10. ADJOURN

The meeting was adjourned at 2:50 PM.

John Romero, Chair



Elizabeth Martin, Stenographer