

**SUMMARY OF ACTION  
 SANTA FE MPO TRANSPORTATION POLICY BOARD  
 CITY OF SANTA FE OFFICES @ MARKET STATION  
 500 MARKET STREET, SUITE 200, SANTA FE, NEW MEXICO  
 THURSDAY, AUGUST 25, 2016, 4:30 pm**

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THURSDAY, AUGUST 25, 2016, 4:30 pm**

**1. CALL TO ORDER**

The meeting of the Santa Fe MPO Transportation Policy Board was called to order by Commissioner Liz Stefanics, at 4:30 pm, on Thursday, August 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**

Commissioner Henry Roybal, Chair, Telephonically at the beginning then in person  
Commissioner Liz Stefanics  
Tamara Haas, DOT  
Councilor Signe I. Lindell  
Councilor Ronald S. Trujillo

**Members Excused**

Mayor Javier Gonzales  
Councilor Joseph Maestas, Vice-Chair  
Governor Charlie Dorne, Tesuque Pueblo  
Commissioner Robert Anaya

**Others Present**

David McQuarie  
Jason Quan, KFH Consultants, Telephonically  
County Commissioner Elect, Ed Moreno  
County Commissioner Elect Anna Hansen  
Ray Matthew, Santa Fe County  
Lisa Martinez, City of Santa Fe  
Anthony Mortillaro, NNMRTD  
Marcos Trujillo, DOT  
Mark Tibbetts, MPO Officer  
Keith Wilson, MPO Planner

Erik Aune, MPO Planner  
Elizabeth Martin for Melessia Helberg, Stenographer

### **3. APPROVAL OF AGENDA**

**MOTION** A motion was made by Chair Roybal, seconded by Councilor Trujillo, to approve the agenda as presented.

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

### **4. APPROVAL OF MINUTES JUNE 30, 2016**

**MOTION** A motion was made by Commissioner Roybal, seconded by Councilor Trujillo, to approve the minutes as presented.

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

Councilor Lindell said she has to leave at 5:25 pm. She will not be doing any meetings in the future where people are calling in on the telephone. She is hearing impaired and it makes her completely ineffective. She will leave the meeting in the future.

Commissioner Stefanics said she would like staff to address this. A year or so ago we amended our bylaws to allow a person to call in to create a quorum if we needed that.

Mr. Tibbetts said to vote, all members necessary to form a quorum must be present but in the case of making a quorum we could have one call in to make a quorum. The condition is they have to state a reason to the group and it has to be clearly audible to all members.

Commissioner Stefanics asked did you all plan to provide that equipment.

Mr. Tibbetts said we do have that equipment.

Councilor Lindell said at the last meeting we had two people calling in on a cell phone. That is not reasonable. It is not acceptable to her. She is willing to proceed today but not going forward.

**MOTION** A motion was made by Councilor Lindell, seconded by Councilor Trujillo, to change the bylaws to not allow phone ins for participation or to complete a quorum.

Mr. Tibbetts said this item is not on the agenda so we can discuss it but can't take a formal action.

Councilor Lindell withdrew her motion and made a request for this item to be an action item for next months agenda.

Ms. Martinez said one of the things we do for some of the committees is we make sure we contact all members ahead of time to make sure there is a quorum and if not we cancel or reschedule.

Commissioner Stefanics said we do that as well. Thank you.

## **5. MATTERS FROM THE PUBLIC**

Mr. McQuarie said he is a member of the Mayors Committee on Disability and tonight he is representing them along with himself. He apologizes because he may use the term Highway Department because that is what it was before he retired. The thing he wants to mention is that he is really into disability access. Right now they do not follow standards and do not put up the proper crossing markings. They do not follow the highway standards. The main thing is that at your last meeting you were given a report on the Sheridan Bus Center. He reviewed the plans and they said they did not have to do what is needed for accessibility and it could wait until Phase 2. He corrected them that the regulation says it has to be done at the same time. They did an update and they did not follow the standard in their own plans. He passed around his Plan Review Report.

Commissioner Stefanics asked the staff to make copies for them.

Mr. McQuarie said the things that are required were not done. They are mandatory. It is a DOJ regulation. The Highway Department repeats the standard. It is all outlined in the ADA manuals. The temporary shelter they are going to use still has to be within ADA guidelines and regulations. They are supposed to come back to us with new plans. If not he will file a complaint with the DOJ and they could pull Federal money

Commissioner Stefanics said she appreciated him being thorough and being an advocate for the disabled. The staff will report on this at a different time. You are welcome to stay.

## **6. PUBLIC HEARING**

### **A) APPROVAL OF AMENDMENT 3 TO THE FFY2016-2021 TRANSPORTATION IMPROVEMENT PROGRAM**

Chair Roybal called the Public Hearing to order at 5:01 pm.

Mr. Wilson gave a quick presentation on the proposed amendment, reviewing the information in the packet. MPO-TCC reviewed this on Monday and recommended approval.

Commissioner Stefanics asked if we move these further into the future do we stand to lose funds from DOT or the Federal Government.

Mr. Wilson said no we can move funds around within that four year period. It is shuffled around.

Commissioner Stefanics asked if the Federal Government and the State reach dire circumstances could we lose this money.

Mr. Wilson said these are Federal funds and we working under the Five Year Plan.

Ms. Haas said the FAST Act passed in December. It is a multi year bill for five years so there is no danger in losing the Federal funds. The State budget cut does not effect the DOT. DOT does not receive any general funds and that is where the cuts are.

Councilor Trujillo asked Ms. Martinez as we are doing the overlay district on St. Michaels will the plan come to this Board.

Ms. Martinez said give us time to put the pieces together. That plan is about to be presented to the Planning Commission on September 8th.

There was no public input for Public Hearing.

Chair Roybal said as there is no public input for the Public Hearing therefore, we will close it now at 5:07 pm.

**MOTION** A motion was made by Councilor Trujillo, seconded by Commissioner Stefanics, to approve the Amendment.

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

## **7. ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

### **A) APPROVAL OF FTA SECTION 5307 FUNDING DISTRIBUTION PROPOSAL**

Mr. Aune reviewed parts of a slide presentation which is included in the packet.

Mr. Aune said the MPO-TCC reviewed this on Monday and recommended

approval.

Mr. Wilson described the formula in his position with Santa Fe Transit. The formula is described in the packet.

**MOTION** A motion was made by Commissioner Stefanics, seconded by Councilor Lindell, to approve the formula.

Councilor Trujillo said this is dealing with the route to the Ski Basin. Are they putting money into that.

Mr. Mortillaro said at this point they have not committed to that. We have not had our meetings with them this year. Last year they participated with \$15,000 in cash and tokens.

Councilor Trujillo said that is his concern. Are they going to step up to the plate.

Mr. Mortillaro said they did step up to the plate last year. We have not met with them yet.

Commissioner Stefanics said that is the reason she made the specific percentage.

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

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

Mr. Tibbetts said Jason Quan is the lead person for this Assessment and is with KFH in Maryland. He will be on the phone to give the report.

Mr. Quan reviewed the report.

Commissioner Elect Hansen said she is very concerned about Lopez Lane and it's connectivity to Agua Fria and to Airport and to the bus stops in that area. That is one of the poorest areas in Santa Fe County. They don't have bus shelters there. Those are issues that concern her constituents. The sidewalk area on Lopez Lane is horrible. Where Agua Fria Village is and the connection for that area, does that fall in this plan.

Mr. Quan said there is a list in the appendix in the report of all the stops and the scoring and ranking based on criteria. He is not sure where in those 433 stops it ranks. Part of this process is based on objective measures. That does not mean that there

can't be input from the City and County.

Commissioner Elect Hansen asked to get a copy of the report that she can assess it herself.

Commissioner Stefanics said she wanted to compliment Mr. Quan and thank him very much for the work that has been done. It looks very thorough. Were students involved.

Mr. Quan said no, it was done by all professional staff.

**C) UPDATE ON THE SANTA FE MPO PRE-TEEN AND TEEN INDEPENDENT TRANSIT AND MOBILITY PLAN**

Mr. Aune said he will provide a brief update on this project that the Santa Fe MPO embarked on this summer. It is Federally funded through a Federal Transit Grant awarded late last year. We have gone through procurement and Site SW has been hired as the consultant. The goal is to engage youth in the area to determine baseline data on youth that may be using bikes or public transportation or walking. We are doing the survey of perceptions and beliefs regarding all modes of transportation. We believe we will complete the public input part within a two month period.

Chair Roybal arrived in person.

Mr. Aune reviewed the website and asked for questions.

Commissioner Elect Hansen asked how are you distributing the survey.

Mr. Aune said by two means, social media, and we have identified a series of public schools and after school programs such as Boys and Girls Clubs and we are meeting individually with specific students throughout the school system to assist in distributing the survey.

Councilor Trujillo said if you are trying to get kids and want them to take the survey, have you thought about going to some of the games and having them announce it through the public address system.

Mr. Aune said no but that a good idea.

**D) LETTER FROM FHWA ON AVAILABILITY OF CMAQ FUNDING**

Mr. Tibbetts said Marcos Trujillo from DOT will give the background.

Mr. Trujillo said he is the Project Oversight Director for NMDOT. This is in



response to the Albuquerque MPO. They don't qualify for the funds anymore for that area. This letter means the Secretary has made a commitment to the MPO in Albuquerque that we will fully fund them for 2016 and 2017 because we had previously committed that. The Department is working on this issue. That money will be in the pot for 2018

Mr. Tibbetts said the purpose of this letter was to ask that the MPOs and the DOT to work together on a process to distribute the funds.

Mr. Trujillo said correct.

Mr. Tibbetts asked when will that occur.

Mr. Trujillo said we welcome any letters you submit to us in consideration of the distribution of funds.

Commissioner Stefanics said so it starts in October of 2017.

Mr. Trujillo said yes.

Chair Roybal thanked Mr. Trujillo.

#### **E) UPDATE ON TRANSPORTATION IMPROVEMENT PROGRAM (TIP) PROJECTS**

Mr. Wilson said this information is in the packet. Typically do not go over each one. He will give the highlights.

**S100121** Mr. Wilson said the Resolution for negotiations was not completed in time.

Commissioner Stefanics said Santa Fe County has the bond money waiting to start this project. Some of the DOT staff who were working on this retired and that set it back. Our current bond issue continues to fund this project if the voters approve it. If they don't we will not have the complete funding. Right now we have funding. If the bond passes we will have future funding. She explained to her constituents in the area at which time the Secretary of DOT wrote to one constituent and said he was not sure how we will proceed. The county is acquiring the funds to do this. If the project fails it is not because we are not trying to get the funds.

**S100130** Mr. Wilson said we are moving along and it is on schedule.

**S100140** Mr. Wilson said this is on schedule.

**S100390** Mr. Wilson said the contractor has been given notice to proceed.

There was a ground breaking last week. Construction is to start within four to six weeks. It is on a six to eight month time frame.

Councilor Trujillo said the Defore Street and Guadalupe bridge project shows it was rebid.

Mr. Wilson said is out to bid right now. We just had a bid meeting. It will take a couple of weeks to get all the bids in. This is a late Fall or early Winter project.

Councilor Trujillo asked what about the Jaguar interchange.

Mr. Wilson said that item is going to the Planning Commission related to the development.

Ms. Martinez said she was at the Planning Commission where The Pavilions project was discussed. They asked for phasing, seven phases to 2031. The Commission asked when interchange will be completed and about the connection to the airport. The developer did not have any definitive answers at that time. He said he is working with Matt O'Rielly and may have dates later.

## **8. MATTERS FROM THE MPO STAFF**

Mr. Wilson said regarding Zia Station, the project is close to breaking ground. We had the Pre Con last week and the construction fencing is up. In a couple of weeks we will see beginning construction. It is a month or two month construction process. Quickly after that they will begin the Railrunner service at that station.

## **9. MATTERS FROM THE SFMPO TRANSPORTATION POLICY BOARD**

Commissioner Stefanics said there was a public comment made about pursuing a complaint with the DOJ. She determined that it should not be spoken about publically at this time. Also, she will only be available for first hour of the next meeting.

## **10. MATTERS FROM THE NMDOT AND FHWA**

Ms. Haas said they were able to fill their Statewide Planning Director position with Jessica Griffin. She will be her alternate to these meetings. They are submitting a flat budget due September 1st. Federal funding did increase so we have enough to match that. The Governor has indicated that due to commitments she does not want the Legislator to raid the road fund. There will be a Special Session.

## **11. ADJOURNMENT**

The meeting adjourned at 6:00 pm.

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Commissioner Henry Roybal, Chair



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Elizabeth Martin, Stenographer