



Santa Fe Metropolitan Planning Organization

"Promoting Interconnected Transportation Options"



Santa Fe MPO Technical Coordinating Committee

Monday November 14, 2016, 1:30 P.M.

City of Santa Fe Offices @ Market Station

500 Market Street, Suite 200, Santa Fe, NM

(Map: <http://tinyurl.com/l6kejeg>)

AGENDA

CITY CLERK'S OFFICE

DATE 11/8/16 TIME 1:20pm

SERVED BY Mark Tibbets

RECEIVED BY [Signature]

- ◆ Call to Order
- ◆ Roll Call
- ◆ Approval of Agenda
- ◆ Approval of Meeting Minutes from October 24, 2016

1. Communications from the Public

2. Items for Discussion and Possible Action:

- a. Review and Recommendation of Amendment 4 to the FFY2016-2021 Transportation Improvement Program – *MPO Staff*
- b. Administrative Amendment to the FFY2017 & FFY2018 UPWP – *MPO Staff*
- c. Update on Transportation Improvement Program projects

3 Matters from the MPO Staff

4. Matters from TCC Members

5. Adjourn - Next TCC Meeting: Monday December 12, 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.

**SUMMARY OF ACTION
SANTA FE MPO TECHNICAL COORDINATING COMMITTEE
CITY OF SANTA FE OFFICES @ MARKET STATION
500 MARKET STREET, SUITE 200
MONDAY, OCTOBER 24, 2016, 1:30 PM**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF AGENDA	APPROVED	1-2
APPROVAL OF MINUTES AUGUST 22, 2016	APPROVED	2
COMMUNICATIONS FROM THE PUBLIC	NONE	2
<u>ITEMS FOR DISCUSSION AND POSSIBLE ACTION</u>		
REVIEW AND RELEASE FOR PUBLIC REVIEW OF AMENDMENT 4 TO THE FFY2016-2021 TRANSPORTATION IMPROVEMENT PLAN	RECOMMENDED	2-3
RECOMMENDATION FOR APPROVAL OF MPO MEETING SCHEDULE FOR 2017	RECOMMENDED	4
UPDATE ON TRANSPORTATION IMPROVEMENT PROGRAM PROJECTS	INFORMATION/DISCUSSION	4-5
MATTERS FROM THE MPO STAFF	INFORMATION/DISCUSSION	5
MATTERS FROM TCC MEMBERS	INFORMATION/DISCUSSION	6
NEXT MEETING DATE	NOVEMBER 14, 2016	6

ADJOURN

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6

**SANTA FE MPO TECHNICAL COORDINATING COMMITTEE
CITY OF SANTA FE OFFICES @ MARKET STATION
500 MARKET STREET, SUITE 200
MONDAY, OCTOBER 24, 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, October 24, 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
Erik Aaboe, 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
Dave Quintana, City of Santa Fe
Lisa Martinez, City of Santa Fe
Edward Escudero, P. E., Pueblo of Tesuque, Director of Transportation

MEMBERS ABSENT

Vicki Lucero, Santa Fe County

OTHERS PRESENT

Councilor Michael Harris
Keith Wilson, Senior Planner
Erick Aune, Planner
Robin Elkin, NMDOT
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

MOTION A motion was made by Mr. Aaboe, seconded by Mr. MacPherson, to approve the agenda as presented.

VOTE The motion passed unanimously by voice vote.

**4. APPROVAL OF MINUTES
AUGUST 22, 2016**

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

VOICE 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 4 TO
THE FFY2016-2021 TRANSPORTATION IMPROVEMENT PLAN**

Mr. Wilson said this is part of our normal amendment cycle. He handed out a chart explaining the amendment which is incorporated herewith as "Exhibit 1."

Mr. Brasher said we have a short fall of about \$1 million for the construction of item S100590. On S100490 the request for proposals went out and responses came in. There were a number of interchanges on 599 that were prioritized. They were priorities established a number of years ago. The interchange at Jaguar is completed and the fact that it will be open soon shifts the priorities and indicates the need to restudy the priorities for interchanges. The consultant for this study has not been selected. We will be following up on the proposals. The consultant will be selected soon.

Mr. Wilson said he will work the next couple of days to finalize the details of adding the \$1 million and the prioritization study.

Mr. Mortillaro said he thought we were going to amend this to show the 5307 reallocation to the RTD.

Mr. Wilson said we can do that by administrative modification. The money is available but we have to wait for it to appear in the register for final numbers.

Mr. Wilson said we have a date of October 28th to release this for public review. You will see again at your November 14th meeting to review, comment and make a recommendation to the Policy Board. The Policy Board will approve it. If you are comfortable moving forward with these 3 items, he will work on the other two.

Mr. Romero asked on the reprioritization did the alignment study establish priorities and is that what you are reanalyzing.

Mr. Brasher said yes and to recommend the type of improvement.

Mr. Aaboe said since the CR 62 overpass was created they have been looking to see which of the two is the most dangerous. Both are at grade. There have been a number of fatalities at each one.

Mr. Romero said also Airport Road and the frontage road.

Mr. Mortillaro said regarding CR 70, in response to the fatal a year ago, DOT was going to do some improvements. What is the status of that.

Mr. Brasher said one of the alternatives was to limit left turns off the road, directional left turns, so someone could not turn left onto the interchange. Another alternative was restricting the access and get rid of all left turns off 599. We had a public meeting on that. Everyone wants an interchange. It is probably going to end up being restricted left turns and we will design that at the District possibly next year. It will make it so that you can turn left off 599 but not left onto 599 from the County Road or go across 599.

Mr. Romero said when that interchange reprioritization comes out the TIP will have to reflect it. If there is any discrepancy between the new one and the TIP we will have to roll that in.

Mr. Wilson said these are the priorities that were set originally. He showed a chart on the screen. Jaguar Road was developer driven and paid for through private development funds. The study will look at updated traffic and crash data and find out if these priorities still hold true.

Mr. Brasher said it will take into account that Jaguar is already built and ready to be connected at both ends.

Mr. Mortillaro asked does Jaguar being privately funded free up any funds.

Mr. Wilson said no, it was not a priority and would not be on this list if they had not paid for it.

Mr. Quintana said when we do the study it should reflect the safety improvements made on CR 70.

Mr. Brasher said it shifts.

Mr. Brasher said make sure it is incorporated into any models that are done.

MOTION A motion was made by Mr. Mortillaro, seconded by Mr. MacPherson, to recommend the amendment for release.

VOTE The motion passed unanimously by voice vote.

B. RECOMMENDATION FOR APPROVAL OF MPO MEETING SCHEDULE FOR 2017

Mr. Aune said this is an annual initiative where we present to you the meetings for next year. Typically it is the 3rd or 4th Monday that you meet but due to holidays you will see some variance from that.

MOTION A motion was made by Mr. MacPherson, seconded by Mr. Martinez, to recommend approval of the schedule.

VOTE The motion passed unanimously by voice vote.

C. UPDATE ON TRANSPORTATION IMPROVEMENT PROGRAM PROJECTS

Mr. Wilson reviewed the chart reflecting the TIP projects. This chart is incorporated into these minutes as "Exhibit 2."

The following comments were added to the status of the projects shown on the chart:

S100120 Mr. Aaboe said the County is working on Phase C.

S100121 Mr. Aaboe said he heard as well that DOT no longer wants to the agency on this one. Once they have the details they will come back for a TIP amendment.

S100130 Mr. Quintana said we are working on Phase D. There will be minimal impacts to traffic for the next 45 days. They will come back next Spring to do striping.

S100140 Mr. Brasher said the contractors time ran up last Thursday, but they have been given additional time to do some additional work. It will take another week to complete. It is on time and on budget. The bike trail will open in another week or so.

5100160 Mr. Brasher said the contractor is going to add some decorative

work. It should be completed by the end of month.

- S100430 Mr. Brasher said the ramp has some curves in it and merge problems that we are trying to address. It has not been studied in detail yet to determine what it will be.
- S100 440 Mr. Romero said the City would like to be involved in this one.
- S100450 Mr. Brasher said this is the one that needs an additional \$1 million.
- S100520 Mr. Brasher said this project is in design. He is expecting to let it at the end of November.
- S100280 Mr. Romero said we had a walk through with the contractor. We had some landscaping conflicts. We are trying to finish E. Alameda first.
- S100281 Mr. Romero said we will be working on the cross walk improvements next month. It is going well.
- S100282 Mr. Aaboe said it is underway.
- S100390 Mr. Romero said the piles we are drilling in are half way done. All of their work is at night. There is a minimal effect on traffic. There will be some minor traffic effect when they repave it.
- S100410 Mr. Aaboe said it is going along. All 17 agencies are working together. We are close to completing the final design.
- S100470 Mr. Wilson said there are discussions between the City and DOT about who is going to be the lead agency.

7. MATTERS FROM THE MPO STAFF

Mr. Aune said next month we will be meeting on Monday, November 14th. Is anyone not able to make meeting.

Mr. Aaboe said he cannot attend.

Mr. Aune said he would like to recognize Edward Escudero from Tesuque Pueblo. Welcome.

8. MATTERS FROM TCC MEMBERS

Mr. Romero asked Councilor Harris if he had any comments.

Councilor Harris said not at this time.

**9. NEXT MEETING DATE
NOVEMBER 14, 2016**



10. ADJOURN

The meeting adjourned at 2:10 pm

John Romero, Chair

Elizabeth Martin, Stenographer

A handwritten signature in blue ink, appearing to read "EM", is written above a horizontal line. Below the line is the printed name "Elizabeth Martin, Stenographer".

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

FUNDING SOURCE	AMOUNT	COMMENTS
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
Total Federal Funds (Section 112)	\$ 231,086	
Required Local Match (14.56%)	\$ 39,380	
Total Funding for FFY 2017 (Section 112)	\$ 270,466	
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
Total Federal Funds (Secs.5303 & 5304)	\$ 82,468	
Required Local Match (20%)	\$ 20,617	
Total Funding for FFY 2017 (Section 5303)	\$ 103,085	
Total Federal Funds (Secs. 112 & 5303)	\$ 313,554	
Total Required Local Match (Secs. 112 & 5303)	\$ 59,997	
FFY 2017: TOTAL PROGRAM FUNDS	\$ 373,551	
FFY 2018 (Section 112) FHWA	\$ 223,547	Estimated federal funds from FAST Act based on Metropolitan Planning \$ for NM and current allocation formula
Required Local Match (14.56%)	\$ 38,095	
FFY 2018 (Section 112) Total Funding	\$ 261,642	
FFY 2018 (Section 5303) FTA	\$ 64,119	Estimated federal funds from FAST Act based on FFY2017 estimated amount w/2.0% increase
Required Local Match (20%)	\$ 16,030	
FFY 2018 (Section 5303) Total Funding	\$ 80,149	
Total Federal Funds (Sec. 112 & 5303)	\$ 287,666	
Total Required Local Match(Sec. 112 & 5303)	\$ 54,125	
FFY 2018: TOTAL PROGRAM FUNDS	\$ 341,791	
FFY 2017 & FFY 2018 UPWP: TOTAL FUNDING	\$ 715,342	

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
TOTALS	5776	\$ 300,352	\$ -	\$ 39,886	\$ 340,238	

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
TOTALS	590	\$ 30,680	\$ -	\$ -	\$ 30,680	

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
TOTALS	850	\$ 44,200	\$ 13,500	\$ 1,500	\$ 59,200	

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
TOTALS	5312	\$ 276,224	\$ 30,000	\$ 5,000	\$ 285,224	

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

TOTALS FOR ALL TASKS	12528	\$ 651,456	\$ 43,500	\$ 46,386	\$ 715,342
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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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APPENDIX 1.1: BUDGET SOURCES (10/01/16 – 9/30/18)

FUNDING SOURCE	AMOUNT	COMMENTS
FFY 2016 (Section 112) FHWA	\$ 34,948	Amount of unexpended funds requested for reauthorization to 12/31/16
FFY 2017 (Section 112) FHWA	\$ 220,596	Federal funds from FAST Act based on Metropolitan Planning \$ for NM and current NMDOT allocation formula
Total Federal Funds (Section 112)	\$ 255,544	
Required Local Match (14.56%)	\$ 43,548	
Total Funding for FFY 2017 (Section 112)	\$ 299,092	
FFY 2016 (Section 5303) FTA	\$ 22,020	Amount of unexpended FFY 2015 federal funds
FFY 2016 (Section 5304) FTA	\$ 18,737	Amount of unexpended federal funds from ongoing planning contract
FFY 2017 (Section 5303) FTA	\$ 62,468	Amount of federal funds from FAST Act based on FFY2016 authorized amount and current NMDOT allocation formula
Total Federal Funds (Secs.5303 & 5304)	\$ 103,225	
Required Local Match (20%)	\$ 25,806	
Total Funding for FFY 2017 (Section 5303)	\$ 129,031	
Total Federal Funds (Secs. 112 & 5303)	\$ 358,770	
Total Required Local Match (Secs. 112 & 5303)	\$ 69,354	
FFY 2017: TOTAL PROGRAM FUNDS	\$ 428,124	
FFY 2018 (Section 112) FHWA	\$ 223,547	Estimated federal funds from FAST Act based on Metropolitan Planning \$ for NM and current allocation formula
Required Local Match (14.56%)	\$ 38,095	
FFY 2018 (Section 112) Total Funding	\$ 261,642	
FFY 2018 (Section 5303) FTA	\$ 64,119	Estimated federal funds from FAST Act based on FFY2017 estimated amount w/2.0% increase
Required Local Match (20%)	\$ 16,030	
FFY 2018 (Section 5303) Total Funding	\$ 80,149	
Total Federal Funds (Sec. 112 & 5303)	\$ 287,666	
Total Required Local Match(Sec. 112 & 5303)	\$ 54,125	
FFY 2018: TOTAL PROGRAM FUNDS	\$ 341,791	
FFY 2017 & FFY 2018 UPWP: TOTAL FUNDING	\$ 769,915	

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	\$ -	\$ 20,135	\$ 186,535
1.2 UPWP	21	1100	\$ 57,200	\$ -	\$ -	\$ 57,200
1.3 Public Participation Process	21	900	\$ 46,800	\$ -	\$ 15,500	\$ 62,300
1.4 Staff Training/ Professional Dev	21	570	\$ 29,640	\$ -	\$ 15,000	\$ 44,640
TOTALS	5770	\$ 300,040	\$ -	\$ 50,635	\$ 350,675	

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
TOTALS	590	\$ 30,680	\$ -	\$ -	\$ 30,680	

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	250	\$ 13,000	\$ 5,000	\$ 3,500	\$ 21,500
3.2 Travel Demand Model	23	200	\$ 10,400	\$ 38,000	\$ -	\$ 48,400
TOTALS	450	\$ 23,400	\$ 43,000	\$ 3,500	\$ 69,900	

4- TRANSPORTATION PLANNING

Task	FTA Codes	Staff Hours	Estimated Staff Cost	Consultant Services	Other Expenses	Estimated Total Costs
4.1 Bikeways Planning	23	1320	\$ 68,640	\$ 10,000	\$ 10,000	\$ 88,640
4.2 Pedestrian Planning	23	1000	\$ 52,000	\$ 10,000	\$ 1,000	\$ 63,000
4.3 Public Transit Planning	23	1250	\$ 65,000	\$ 15,000	\$ 1,500	\$ 81,500
4.4 Participation in Plans and Studies	24	550	\$ 28,600	\$ -	\$ -	\$ 28,600
4.5 Safety Planning	24	250	\$ 13,000	\$ 10,000	\$ -	\$ 23,000
4.6 Metropolitan Transportation Plan	23	460	\$ 23,920	\$ 10,000	\$ -	\$ 33,920
4.7 Public Health Planning and Collaboration	24	500	\$ 26,000	\$ -	\$ -	\$ 26,000
TOTALS	5330	\$ 277,160	\$ 55,000	\$ 12,500	\$ 318,660	

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

TOTALS FOR ALL TASKS	12140	\$ 631,280	\$ 98,000	\$ 66,635	\$ 769,915
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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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