

**Santa Fe Metropolitan Planning Organization**  
**Transportation Policy Board and**  
**Technical Coordinating Committee**  
**Training, Orientation and Reference Manual**  
**February 21, 2020**



[WWW.SANTAFEMPO.ORG](http://WWW.SANTAFEMPO.ORG)

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Updated: 02/21/20

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Click the YouTube link  
for an 11 minute MPO  
Planning Process Video!



## The Santa Fe MPO is...



City of Santa Fe



Santa Fe County



Pueblo of Tesuque



NMDOT

## I. PURPOSE STATEMENT

The Santa Fe Metropolitan Planning Organization (MPO) has been serving the greater Santa Fe metropolitan area since 1982, providing valuable transportation planning services to the locally elected officials and the citizens of its member agencies. **The MPO decides on funding allocations for planned transportation projects within the MPO Planning Area.**

The purpose of this manual is to serve as a tool and resource to both the newly appointed and experienced MPO Policy Board members and Technical Coordinating Committee members. **The manual is designed to be an interactive document with quick electronic reference links to key concepts,** documents and resources. The manual may be customized to meet individual needs. It is our goal not to overwhelm the users of this document with voluminous amounts of material but highlight what we believe are the most significant elements that MPO decision makers would benefit from being fully informed.

## II. SANTA FE MPO WEBSITE

**[WWW.SANTAFEMPO.ORG](http://WWW.SANTAFEMPO.ORG)**

The Santa Fe MPO website has been deliberately developed to place vital information about the MPO at the finger tips of all users including elected officials, staff and the general public. The website is kept current with up-to-date materials as well as archival material for reference purposes. We encourage each member to familiarize themselves with the site

### Why Your Job is Important!

- Transportation Planning in the United State is undergoing a vast transformation. Moving from a project-by-project approach to a comprehensive approach based on a clear vision about a community's future.
- You are part of that change and a key player in the future of this community.

**Santa Fe Metropolitan Planning Organization**  
"Promoting Interconnected Transportation Options"

Home | About the MPO | MPO Staff | COMMITTEES | DOCUMENTS | METROPOLITAN TRANSPORTATION PLAN | PEDESTRIAN MASTER PLAN | BICYCLE MASTER PLAN | PUBLIC TRANSIT MASTER PLAN | NEWSLETTER | CALENDAR

**SANTA FE MPO - New Mexico**  
July 20, 2014 | By: SFMPO | Category: HOT TOPICS

**MPO ANNOUNCEMENTS**

**TRANSPORTATION POLICY BOARD**  
Thursday August 28th, 2014 @ 4:30PM  
City of Santa Fe Market Station Offices  
500 Market Street, Suite 200

**TECHNICAL COORDINATING COMMITTEE**  
Monday July 28th, 2013 @ 1:30PM  
City of Santa Fe Market Station Offices  
500 Market Street, Suite 200

**2014 TPB and TCC Meeting Schedule**  
Please note that TPB Meetings are now starting @ 4:30PM

**PUBLIC TRANSIT MASTER PLAN**

**SANTA FE MPO PUBLIC TRANSIT MASTER PLAN - ON-LINE PUBLIC INPUT**

**HOT TOPICS**

**MPO HOT TOPICS**

- ★ FIND US ON FACEBOOK
- ★ METROPOLITAN TRANSPORTATION PLAN - SURVEY
- ★ MPO NEWSLETTER - July 2014
- ★ PEDESTRIAN MASTER PLAN
- ★ PUBLIC TRANSIT MASTER PLAN - ON-LINE PUBLIC INPUT SURVEY NOW OPEN
- ★ PUBLIC TRANSIT MASTER PLAN - UPCOMING PUBLIC INPUT MEETINGS

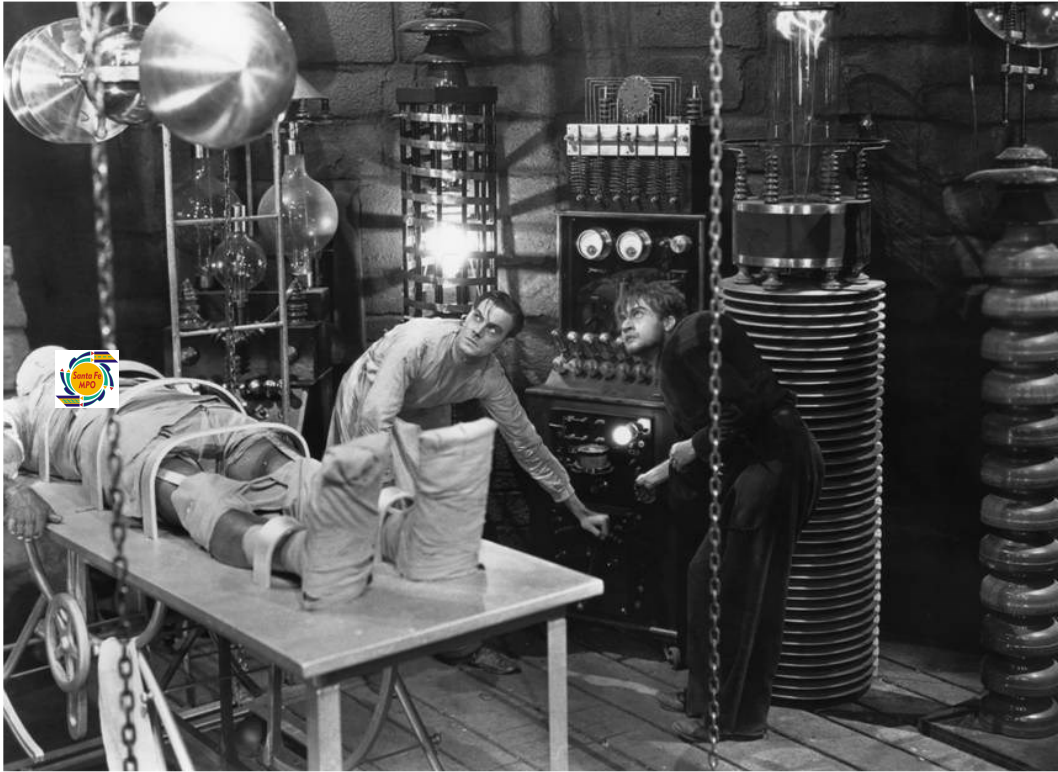
**NEW MEXICO MPO LINKS**

- ★ Association of Metropolitan Planning Organizations
- ★ El Paso MPO
- ★ Farmington MPO
- ★ Jemez Valley MPO
- ★ Mid Region COG MPO
- ★ NMDOT Planning Division

**NMDOT STUDIES/PROJECTS**

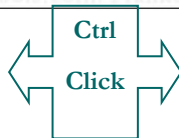
- ★ I-25/Canonicito Interchange Study
- ★ I-25/ND44 (Cerrillos Rd)

### III. ORGANIZATIONAL STRUCTURE : BY WHAT POWERS DO WE EXIST?



Source: <http://www.21stcenturyschools.com/Frankenstein.jpg>

#### [JOINT POWERS AGREEMENT \(JPA\)](#)



#### [MEMBERSHIP BY-LAWS and OPERATING PROCEDURES](#)

You may view the most recent JPA by clicking on the link above. By the nature of the JPA, where each of the member agencies mutually agree to continue form the MPO with associated terms, including:

1. Recognition of its “authority” via federal enabling legislation or Title 23 CFR Part 450 and Title 49 CFR Part 613)
2. Purposes;
3. Organization;;
4. Planning Data;
5. Planning Area;
6. Budget and Funding: and
7. Terms

It is recommend that all members review the JPA to fully understand the commitment your representation brings to the table.

Federal regulations and the MPO JPA establish the operational and procedural requirements for the MPO. The Bylaws establish guidance for issues pertaining specifically to the MPO that are not otherwise addressed in other documents.

1. Authority; (JPA)
2. Membership/ Alternates/Officers;
3. Meetings/Quorum/Voting Procedures;
4. Oversight/Tech Cord Committee/Staff/
5. Amendment Process

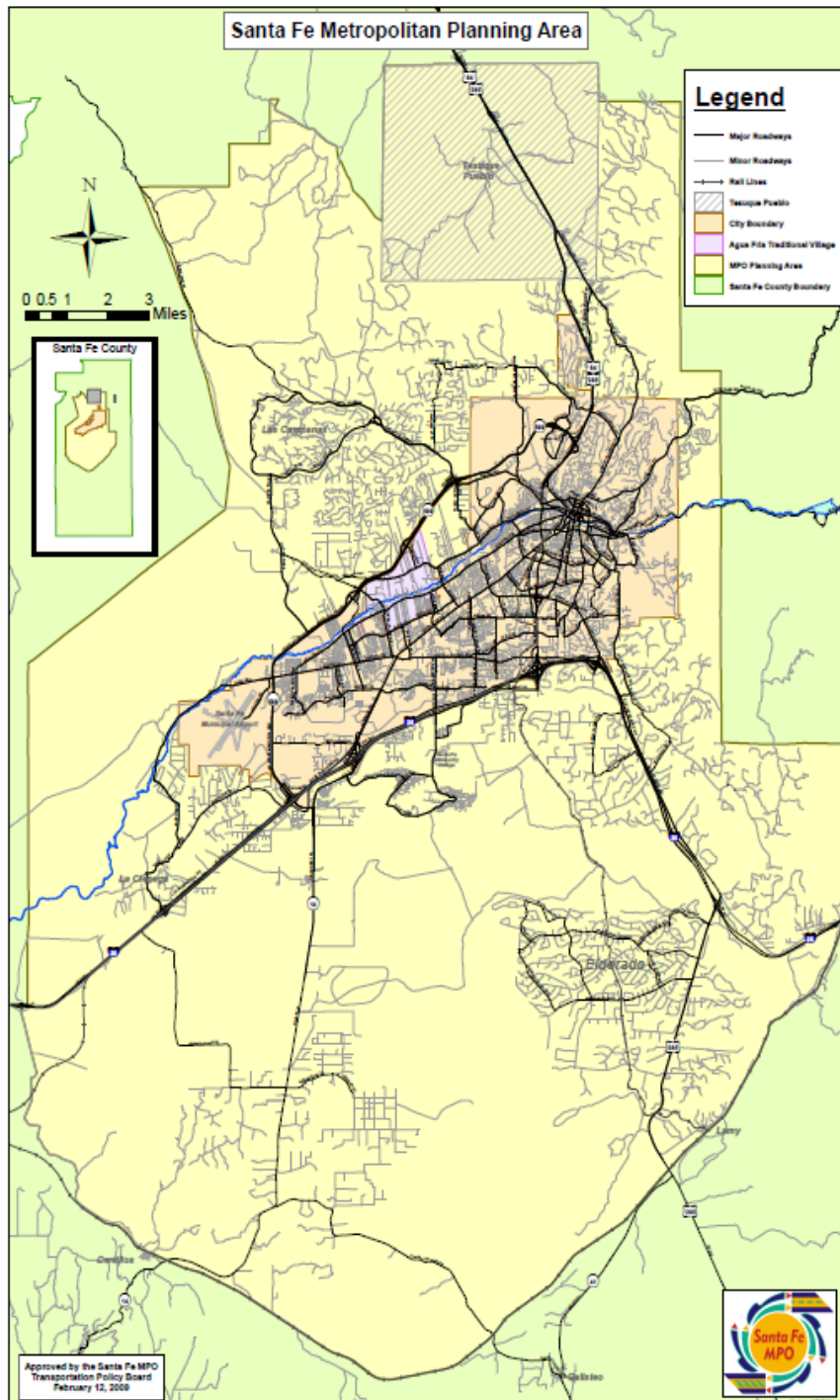
If the JPA is the body of Frankenstein’s Monster then the By-Laws are the electrical currents that give it life. Check them out by clicking on the link above.



## IV. SANTA FE MPO BACKGROUND

When the United State Congress passed the [Federal-Aid Highway Act of 1962](#) they included a declaration that “*the Secretary (of Transportation) shall not approve any program for projects in any urban area of more than fifty thousand population unless he finds that such projects are based on a continuing comprehensive transportation planning process carried on cooperatively by the State and local communities.*”

The Santa Fe Metropolitan Area gained MPO status in 1982 by the federal government when the population of the metropolitan area reached 50,000, the same year the Commodore 64, 8=bit home computer was launched.



## V. PLANNING AREA BOUNDARY:

The Santa Fe MPO Planning Area is a contiguous boundary “likely to become [urbanized](#) within the twenty year forecast period covered by the [2015-2040 Santa Fe MPO Metropolitan Transportation Plan](#).”

The [Santa Fe 2010 Census Urbanized Area Population](#) was 89,284. The [MPO Planning Area](#) covers approximately 25% of Santa Fe County’s land area and includes 80% of its population (Planning Area Population = 116,386, Santa Fe County Population = 144,170) and 90% of

[For details of the origins of MPO Planning Areas please click here.](#)

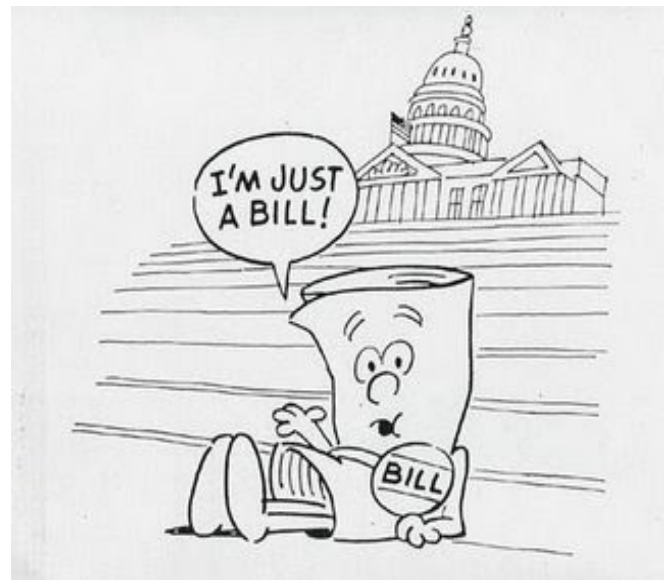
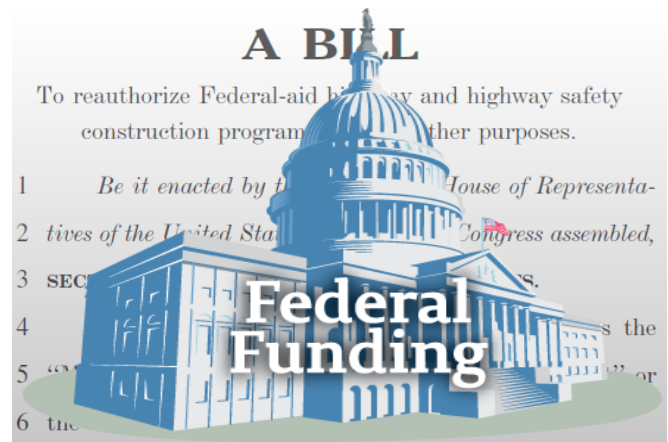
### Why Your Job is Important!

- The demographics of our metro area are ever changing. The Southside has the fastest growing census tracts with a high percentage of families. Overall Santa Fe is an aging demographic and travel patterns are slowly shifting away from the single passenger vehicle.
- Keeping pace with these changes is critical to meeting area needs!

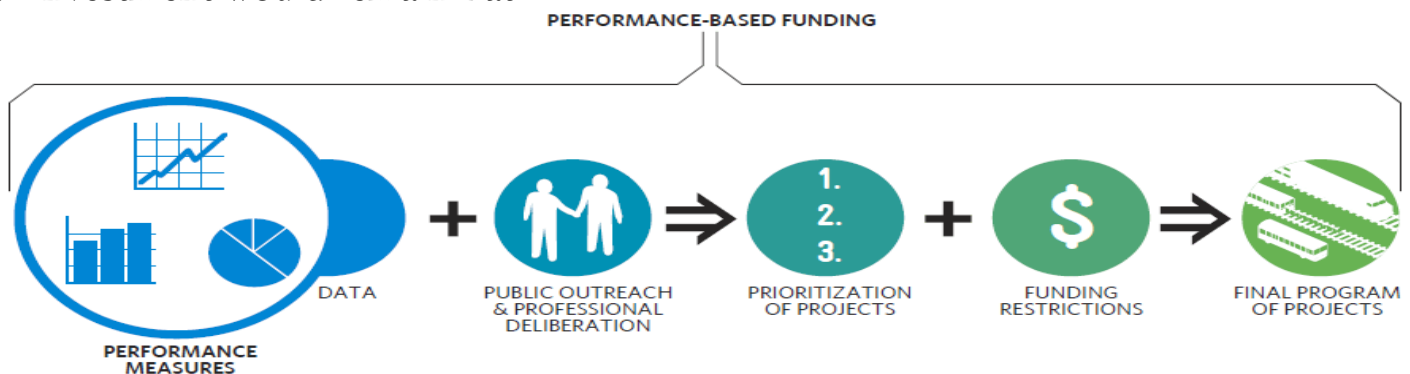
## VI. SURFACE TRANSPORTATION REAUTHORIZATION LEGISLATION: FAST Act and MPOs

“Fixing America’s Surface Transportation Act or the “FAST Act” is the current version of federal legislation that details two important elements for MPOs

1. Funds surface transportation programs.
2. Sets forth the policies and programmatic framework that DOTs and MPOs follow.



The FAST Act, was signed into law by President Obama on December 4, 2015. The FAST Act provides \$305 billion for highway, transit and railway programs. Of that, \$233 billion is for highways, \$49 billion is for transit and \$10 billion is dedicated to federal passenger rail. By the end of the bill’s five-year duration, highway investment would rise by 15%, transit funding would grow by nearly 18%, and federal passenger rail investment would remain flat.



Note: This image illustrates that performance measures are a form of data, and just one component of a larger performance-based funding process.  
Source: Chicago Metropolitan Agency for Planning.

VII. SANTA FE MPO PURPOSE STATEMENT

The purpose of the Santa Fe MPO is to create a forum for transportation decision making in the metropolitan planning area. The Santa Fe MPO is responsible for:

- Facilitating cooperation, consistency, and connectivity between all transportation planning efforts within the Santa Fe metropolitan area
- Promoting a multi-modal, regional transportation system that is safe and energy and fiscally efficient
- Maximizing [community connectivity](#)
- Serving the mobility needs of all citizens
- Existing in harmony with the environment
- The MPO ensures proper spending of federal funds and use federal match requirements for projects of regional significance.

This is accomplished by following 5 core functions:

1. Establish and manage a fair and impartial setting for decision making;
2. Identifying and evaluating alternative transportation improvement options;
3. Updating the Metropolitan Transportation Plan (MTP);
4. Managing the Transportation Improvement Program (TIP); and
5. Involving the public.

BREAKING DOWN THE PURPOSE

Understand that the MPO is a federally mandated and federally funded transportation policy organization and going back to the Federal-Aid Highway Act of 1962, Congress created MPOs in order to ensure that existing and future expenditures for transportation projects and programs are based on a “continuing comprehensive planning process carried on cooperatively by States and local communities.” As an MPO member, you make key decisions on [multi-modal](#) transportation investments for your constituents and for the region.

- Transportation investment means allocating scarce federal and other transportation funding resources appropriately;
- Planning needs to reflect the region’s shared vision for its future;
- Adequate transportation planning requires a comprehensive examination of the region’s future and investment alternatives; and
- An MPO is needed to facilitate collaboration of governments, interested parties and residents in the planning process.

A “continuing comprehensive planning process” is reflected in the development and regular updates (every 5 years) to the Santa Fe Metropolitan Transportation Plan. The cooperative element can be seen by the detailed planning processes carried out by the Santa Fe MPO and the New Mexico Department of Transportation.

Why Your Job is Important!

How transportation is defined and measured can affect which solutions are considered best.

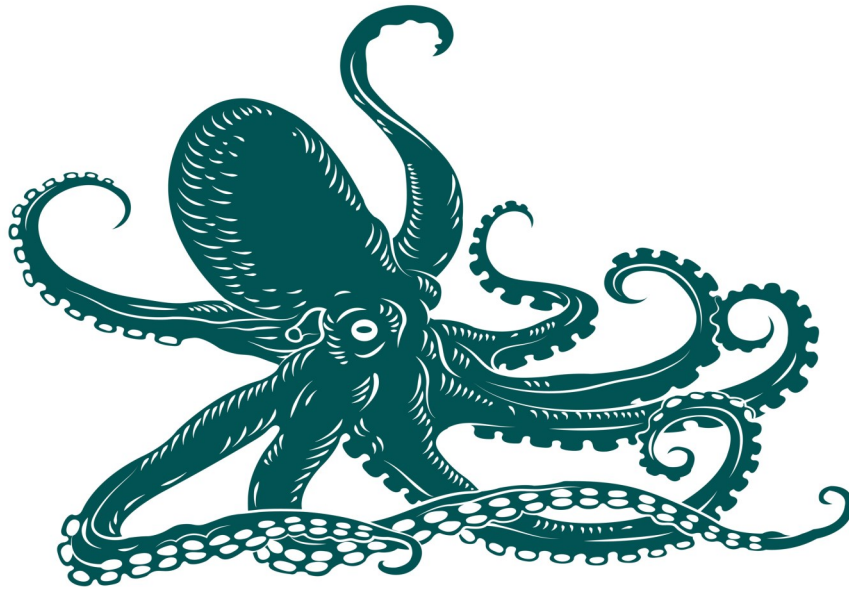
Your challenge is to balance impacts of vehicles with impacts of transit service quality, bicycling, walking and land use accessibility.

The MPO is tasked with evaluating various perspectives that have significant impacts on the future of our community.

Elements described in this manual are in place to help you make comprehensive and informed



## VIII: THE EIGHT PRINCIPLES OF THE MPO DECISION MAKING PROCESS



**As an MPO decision maker, federal policy requires that the following be considered when you select projects and programs.**

1. Enhance the integration and connectivity of the transportation system across and between modes for both people and freight .
2. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
3. Increased accessibility and mobility of people and freight.
4. Emphasize the preservation of the existing transportation
5. Promote efficient system management and operation.
6. Increase transportation safety for motorized and non-motorized users.
7. Support economic vitality (especially by enabling global competitiveness, productivity, and efficiency).
8. Increase transportation security for motorized and non-motorized users.

Why your job as an MPO Board Member is important!

“Transport planning is important because it shapes the way we live and work and can have strong, long-term impacts on the economy, the environment and the quality of peoples’ lives. It is also important because, once in place, it can be very difficult to change.”

*International Forum for Rural Transport and Development*

***Given the importance of the above principles when considering financial investments and plans, how do we do we honor them? ... please advance to the next page please***



## IX: THE FOUR HORESMEN OF THE MPO

Each of these four planning initiatives are designed to address the directives, principals, goals and measures detailed by the Federal Highway Administration through the Fast Act.

### 2015-2040 METROPOLITAN TRANSPORTATION PLAN (MTP)



This is “the” document that strives to incorporate each of the required principals in both the process for development and the implementation thereof. The MTP is at the foundation of your decision making. Do not underestimate the powers of the MTP!

### TRANSPORTATION IMPROVEMENT PROGRAM (TIP)



The TIP is your super-charged grocery list with fiscal accountability built in. A short-term multi-modal project list expected to be funded

within a four year period.

The MPO is required to produce a new TIP every two years. The TIP must be in alignment with the MTP, where projects that are placed on your grocery list must have been well planned out prior to even thinking about heading out to the Piggly Wiggly!

Like all planning efforts the TIP has a built in public comment component.

The TIP is fiscally constrained by each fiscal year. It includes a financial plan that shows which projects can be implemented using existing revenue sources and which projects are to be implemented using proposed revenue sources. Sorry, no room for impromptu last minute shopping!



### PUBLIC PARTICIPATION PLAN (PPP)

*The PPP is your commitment to making decisions based on the voice of the community.*

The Public Participation Plan spells out approaches for public engagement at each stage of the planning process and for each

of the required MPO planning products.

### Unified Planning Work Program (UPWP)



Us bureaucrats could not have possibly come up with a more uninspiring and yawn inducing title for this important document, and no existing official definition captures the essence and relevance of this document. So we will try our own...

***“The UPWP states what the MPO will do, who will do it, with what funds, and when!”***

To be clear, if it’s not in the UPWP it shouldn't be happening! The UPWP is also a tool to evaluate the performance of MPOs and staff provides quarterly progress reports to the NMDOT and FHWA.

## X: THE THREE MUSKETEERS OF THE MPO

Each of these three master plans provide credence, respect and support to the mobility option they represent at the same time honoring a balanced multi-modal system.

### SANTA FE METROPOLITAN BICYCLE MASTER PLAN 2019

SANTA FE METROPOLITAN PLANNING ORGANIZATION

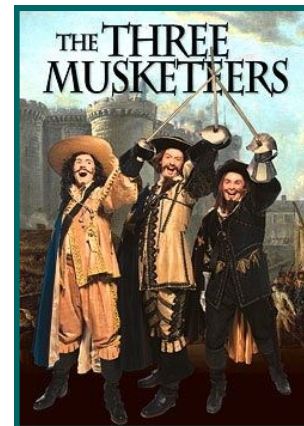


NEW MEXICO DEPARTMENT OF TRANSPORTATION  
SANTA FE COUNTY  
PUEBLO OF TESUQUE  
CITY OF SANTA FE

### BICYCLE MASTER PLAN

*The Bicycle Master plan is your commitment to include bicycling as both a key component of all transportation projects and stand alone facilities throughout the metro area.*

The Bicycle Master Plan is comprehensive in scope and details projects, programs, design recommendations pulled together with as strong vision for a bicycle friendly community.



### PEDESTRIAN MASTER PLAN

### SANTA FE METROPOLITAN PEDESTRIAN MASTER PLAN



PRODUCED FOR THE SANTA FE METROPOLITAN PLANNING ORGANIZATION



design office: AGS ARCHITECTS  
AUGUST 13, 2015

*The Pedestrian Master Plan is your recognition that walking is NOT alternative transportation but a fundamental right to all persons no matter their ability, to both move through and access the metro area without a vehicle.*

The Pedestrian Master Plan details the benefits of walking, supports a pedestrian's point of view in light of all transportation improvements and calls for stand alone pedestrian facilities with dedicated funding sources. Walking never felt so good!

### PUBLIC TRANSIT MASTER PLAN

#### Santa Fe Metropolitan Public Transit Master Plan



Final Plan

Adopted June 25, 2015

Santa Fe MPO Transportation Policy Board



KFH

KNOWLEDGE FOR HUMANITY

*Santa Fean's invested in bus service more than twenty years ago since then the metro area includes three different bus service providers and the Rail Runner.*

The Public Transit Master Plan identifies opportunities to maximize network capacity, collaborate

amongst service providers and expand the system efficiently in the long-term.

***“ALL FOR ONE... AND ONE FOR ALL!”***

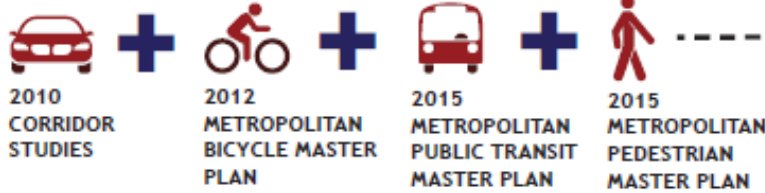
# XI: 2015-2040 MTP EXECUTIVE SUMMARY



**Santa Fe MPO**  
**Metropolitan**  
**Transportation**  
**Plan 2015-2040**

Santa Fe metro residents use transportation for all of life's necessities and pleasures. Nearly every life decision is impacted by our transportation options; from small decisions like *"How will I get to the coffee shop this morning?"* to major decisions like *"How far away from my job do I want to live?"* Our residents use transportation to get to work, school, medical facilities, recreational amenities, shopping, and other community and social activities.

## PLAN



**Santa Fe MPO**  
**Metropolitan**  
**Transportation**  
**Plan 2015-2040**

The Santa Fe MPO 2015-2040 Metropolitan Transportation Plan (MTP) integrates mode-specific master plans and three recent major corridor studies and addresses pedestrian, bicycle, transit, rail and road needs.

## VISION

Create and maintain a safe, efficient, and reliable transportation system with viable transportation options accessible for all users.

## GOALS



### SAFETY

A safe and secure transportation system for motorized and nonmotorized users.



### SYSTEM PRESERVATION

A well maintained transportation system.



### MOBILITY AND ACCESSIBILITY

An accessible, connected, and integrated transportation system.



### CONGESTION RELIEF AND SYSTEM OPERATIONS

Efficient operation and management of the 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 FUNDING

Regional collaboration in transportation planning, funding, and implementation.

ADOPTED AUGUST 27, 2015

# ILLUSTRATIVE PLAN PROJECTS

List of regional project priorities which exceed the funding available between 2015 and 2040. If funding were available, these projects would be included in the fiscally constrained project list.



## PRIORITIZATION

With limited funding available across all transportation modes and an active community desiring context sensitive and complete transportation improvements, the process of prioritizing projects must be comprehensive and strive to identify those projects that will most effectively move our region's transportation system toward fulfilling our vision and achieving our goals. As such, the prioritization process for each transportation mode is linked to the goals, objectives, and performance measures.

## PERFORMANCE MEASURES

The MPO will track 13 performance measures over time to gauge progress toward meeting our goals and performance targets.

- Mode split
- Housing and Transportation Affordability Index
- Annual transit ridership
- Total crashes per VMT
- Bicycle crashes per 10k daily commuting pedestrians
- Total number of fatalities and serious injuries
- Percent of road, bike, pedestrian, and transit facilities in good or fair condition
- Number of miles of sidewalks, multi-use paths, and on-road bicycle facilities
- Vehicle delay per capita
- Annual tons of mobile source GHG emissions
- Number of projects that incorporate sustainable design
- Total transportation funding by mode

The **"Fiscally-Constrained"** project list includes those regional priority projects that are anticipated to be built or implemented with the transportation revenues that are reasonably expected to be available over the next 25 years.



The fiscally constrained roadway plan includes 39 projects to be funded over the next 25 years with the estimated \$232 million in revenue. Priority roadway projects are expected to contribute the greatest toward meeting the overall system performance targets and goals. Consistent with the MPO's Complete Streets Policy, the priority roadway projects are multimodal and are expected to improve the biking, walking, transit riding, and driving experience.



The Santa Fe Metropolitan Public Transit Master Plan (PTMP) includes short, mid and long term strategies to address planning, marketing, infrastructure, and other needs designed to ensure sustainability and growth in transit ridership. Prioritized transit activities include service at Zia Station, construction for Southside and Sheridan Avenue transfer facilities, and quarterly planning meetings, among other ongoing coordination, and enhancement activities.



The Santa Fe Metropolitan Pedestrian Master Plan (PMP) identifies more than 250 locations for pedestrian improvements through public input and data analysis. Roughly a quarter of the locations fall within 10 designated "Areas of Critical Concern" that call for improvements for safe passage for pedestrians, bicycles and vehicles. The plan prioritizes the need for the formation of a pedestrian advocacy committee to help coordinate implementation efforts.



The Santa Fe Metropolitan Bicycle Master Plan (BMP) emphasizes that bikeway planning and development focus on continuing to develop "arterial" trail alignments and on-street and off-street connections to those alignments. Several high priority bike projects have been constructed using the City of Santa Fe and Santa Fe County GO Bond funds, supplemented with Federal funds.



Santa Fe MPO  
Metropolitan  
Transportation  
Plan 2015-2040

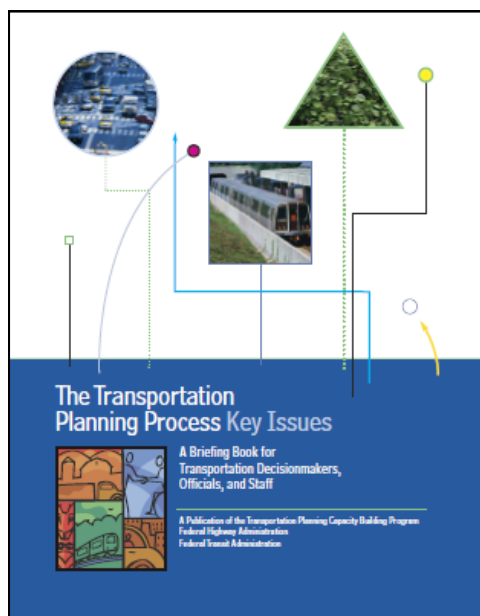


## XI. ADDITIONAL RESOURCES SPECIFIC TO MPOS

Click and Go!



Santa Fe MPO 101 PPT Presentation



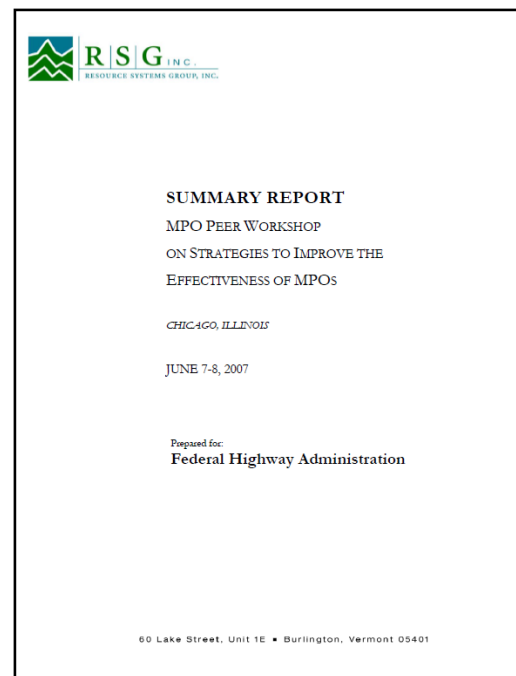
The Transportation Planning Process Key Issues. Federal Highway/Transit Administrations



MPO 101: An Introduction to the Purpose and Function of an MPO. Association of Metropolitan Planning Organizations



NMDOT: Metropolitan Planning Organization in New Mexico: A Quick Reference Guide.



MPO Peer Workshop on Strategies to Improve the Effectiveness of MPOs—RSGinc and Federal Highway Administration

Why your job is important!

Safety!

Each year more than 30,000 men, women and children die due to automobile related collisions. Imagine New Mexico University Stadium attendees being wiped out annually, not to mention the number of citizens critically wounded in collisions.

Transportation infrastructure investments should carefully weigh all safety implications. Opportunities to invest in safety measures on existing surfaces is clearly important.