City of Santa Fe, New Mexico

LEGISLATIVE SUMMARY

Resolution No. 2016-___

NMDOT Funds

SPONSOR(S): Councilor Maestas

SUMMARY: The proposed resolution authorizes and supports the submittal of the City's project application to the Santa Fe Metropolitan Planning Organization for funding under the fiscal year 2018/2019 NMDOT Administered Funds from the Transportation Alternatives Program.

PREPARED BY: Rebecca Seligman, Legislative Liaison Assistant

FISCAL IMPACT: Yes

DATE: October 11, 2016

ATTACHMENTS: Resolution
FIR
Exhibits A and B

CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2016-__

INTRODUCED BY:

Councilor Joseph M. Maestas

A RESOLUTION

AUTHORIZING AND SUPPORTING THE SUBMITTAL OF THE CITY'S PROJECT APPLICATION TO THE SANTA FE METROPOLITAN PLANNING ORGANIZATION FOR FUNDING UNDER THE FISCAL YEAR 2018/2019 NMDOT ADMINISTERED FUNDS FROM THE TRANSPORTATION ALTERNATIVES PROGRAM.

WHEREAS, the City of Santa Fe has the legal authority to apply for, receive and administer federal funds; and

WHEREAS, the City of Santa Fe desires to submit an application for Federal Fiscal Year 2016/2017 (FFY16/17) for New Mexico Transportation Alternatives Program ("TAP") funds in the amount of $2,000,000.00, as set forth by the Federal legislation, Fixing America's Surface Transportation Act or "FAST Act" and as outlined in the FFY 18/19 New Mexico TAP Guide; and

WHEREAS, the projects named below will be included in the TAP application and are eligible project(s) under New Mexico TAP and FAST Act:

1. Acequia Trail from Rufina Street to South Meadows - cost $1,000,000 with match of $145,600 (See Exhibit A).

2. Canada Rincon Trail from Viento Drive to Camino de las Crucitas - cost $1,000,000 with match of $145,600 (See Exhibit B).

WHEREAS, the City of Santa Fe acknowledges availability of the required local match of 14.56% and the availability of funds to pay all upfront costs, since TAP is a cost reimbursement programs; and

WHEREAS, the City of Santa Fe agrees to pay any costs that exceed the project amount if the applications are selected for funding; and

WHEREAS, the City of Santa Fe, agrees to maintain all project(s) constructed with TAP funding for the useable life of the project(s).

NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SANTA FE that the Governing Body:

1. Authorizes staff to submit an application for FFY18/19 New Mexico TAP funds in the amount of $2,000,000 from the New Mexico Department of Transportation (NMDOT) on behalf of the residents of the city of Santa Fe.

2. Assures the NMDOT that if TAP funds are awarded, sufficient funding for the local match and for upfront project costs are available, since TAP is a reimbursement program, and that any costs exceeding the award amounts will be paid for by the City of Santa Fe.

3. Assures NMDOT that if awarded TAP funds, sufficient funding for the operation and maintenance of the TAP projects will be available for the life of the projects.

BE IT FURTHER RESOLVED that:

1. The City of Santa Fe is authorized to enter into a Cooperative Project Agreement with the NMDOT for construction of TAP projects using these funds as set forth by the FAST Act on behalf of the residents of Santa Fe.

2. City staff is also authorized to submit additional information as may be required and act as the official representative of the City of Santa Fe in this and subsequent related activities.

3. The Governing Body assures the NMDOT that the City of Santa Fe is willing and able to administer all activities associated with the proposed projects.

PASSED, APPROVED AND ADOPTED this _____day of _____, 2016.

_____

JAVIER M. GONZALES, MAYOR

ATTEST:

_____

YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

Kelley A. Brennan

KELLEY A. BRENNAN, CITY ATTORNEY

M/Legislation/Resolutions 2016/NMDOT Funds

FIR No. 2871

City of Santa Fe
Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

Section A. **General Information**

(Check) Bill: _____ Resolution: ____X____
(A single FIR may be used for related bills and/or resolutions)
Short Title(s): **A RESOLUTION AUTHORIZING AND SUPPORTING THE SUBMITTAL OF THE CITY'S PROJECT APPLICATION TO THE SANTA FE METROPOLITAN PLANNING ORGANIZATION FOR FUNDING UNDER THE FISCAL YEAR 2018/2019 NMDOT ADMINISTERED FUNDS FROM THE TRANSPORTATION ALTERNATIVES PROGRAM.**

Sponsor(s): Councilor Joseph M. Maestas

Reviewing Department(s): Public Works Department

Persons Completing FIR: Leroy N. Pacheco Date: 10/5/16 Phone: 955-6853

Reviewed by City Attorney: Kelley A. Brennan (Signature) Date: 10/7/16

Reviewed by Finance Director: [signature] (Signature) Date: 10/7/16

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Section B. **Summary**

Briefly explain the purpose and major provisions of the bill/resolution:

The purpose of the resolution is to provide assurances to the New Mexico Department of Transportation (NMDOT) that the City of Santa Fe (City) is prepared to, able to, and committed to, fulfill the terms of a Cooperative Agreement between NMDOT and the City for the purpose of securing funding for developing the following trail projects: Acequia Trail from Rufina to South Meadows; and Canada Rincon Trail from Viento Drive to Camino de las Crucitas.

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Section C. **Fiscal Impact**

Note: Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)*

1. Projected Expenditures:

a. Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)
b. Indicate: "A" if current budget and level of staffing will absorb the costs
"N" if new, additional, or increased budget or staffing will be required
c. Indicate: "R" – if recurring annual costs
"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs
d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns
e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

Finance Director:_____

_____ Check here if no fiscal impact

Column #: 1	2	3	4	5	6	7	8
Expenditure Classification	FY 18/19	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY 19/20	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	Fund Affected
Personnel*	$			$			
Fringe**	$			$			
Capital Outlay	$	N	NR	$			
(WIP Const.)	$			$1,500,000	N	NR	426002 and 426012
Land/ Building	$			$			
Professional Services	$ 500,000	N	NR	$			426002 and 426012
All Other Operating Costs	$			$			
Total:	$500,000			$1,500,000			

* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. **For fringe benefits contact the Finance Dept.

2. Revenue Sources:

a. To indicate new revenues and/or

b. Required for costs for which new expenditure budget is proposed above in item 1.

NOTE: See item number 3, Expenditure/Revenue Narrative, below.

Column #: 1	2	3	4	5	6
Type of Revenue	FY 18/19	"R" Costs Recurring or "NR" Non-recurring	FY 19/20	"R" Costs Recurring or "NR" Non-recurring	Fund Affected
City Match (2012-14 GO Bond)	$ 36,400	NR	$109,200	NR	426002
City Match (2012-14 GO Bond)	$36,400	NR	$109,200	NR	426012
Total:	$72,800.00		$218,400.00		

3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

The revenue sources applicable to this Fiscal Impact Report are City of Santa Fe General Obligation Bond funds to satisfy the local match requirement (14.56%) to leverage Federal Fiscal Year 2018/19 and 19/20 funding provided via the Transportation Alternatives Program (TAP) of Federal legislation, or the FAST Act as pass-through funds via the NMDOT.

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Section D. General Narrative

1. Conflicts: Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

None identified.

2. Consequences of Not Enacting This Bill/Resolution:

Are there consequences of not enacting this bill/resolution? If so, describe.

If this resolution is not enacted, the City would not be able to apply for the federal transportation funds, as outlined above and in the attached resolution.

3. Technical Issues:

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

None identified.

4. Community Impact:

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

The City intends to improve the experience of bicyclists and pedestrians by designing and constructing these projects. These projects are identified in the MPO's Bicycle Master Plan and the City's GO Bond Implementation Plans (2008 & 2012).

Form adopted: 01/12/05; revised 8/24/05; revised 4/17/08

SANTA FE MPO
TRANSPORTATION ALTERNATIVE PROGRAM
PROJECT FEASIBILITY FORM (PFF)

For assistance, contact Erick Aune, MPO Transportation Planner, at 505-955-6664 or ejaune@santafempo.org

Please enter information into the grey boxes. Most boxes will expand automatically if additional space for answers is needed

GENERAL INFORMATION

Submittal Date: 6-13-16

Project Name: Acequia Trail -Rufina S. Meadows to San Felipe Ave

Requesting Entity: City of Santa Fe

Governing Body Approval (Place X in appropriate box): YES: x NO: PENDING:

Contact Person: Leroy Pacheco

Phone and Email: 955-6853, lnpacheco@santafenm.gov

PROJECT INFORMATION

Project Location (Route Number and/or Street Name if Applicable): Rufina /S meadows termini

From (Provide Mile points if Applicable): Rufina Street

To (Provide Mile points if Applicable): San Felipe Ave

****Please provide a Basic Map showing the Project Location****

Project Length: 1 mile

Project Description: (Provide a brief description of the Proposed Project. See Page 8 of TAP Guide for Eligible Projects)

Bike / Pedestrian non -motorized trail

Is this project included in, or consistent with, Your Agency's ICIP (Place X in appropriate box)?

YES: NO: x [If yes, please provide Cover Page and page(s) on which the project is identified]

Does the Project require Acquisition of Right of Way? YES: NO: Don't Know: x

If Yes, do you have or are able to get a letter of support from the property owner(s): YES: x NO:

What Project Phases are included in request (Place X in appropriate box(es)):

PRELIMINARY ENGINEERING: *CONSTRUCTION:* x *CONSTRUCTION MANAGEMENT:* x

OTHER (Please Explain):

PROJECT COSTS

What is the Estimated Total Cost of the Proposed Project?	$ 1,000,000.00
Amount of TAP Funds you are expecting to Request?	$ 854,400.00
Required Local Match Funds (14.56%)	$ 145,600.00
Amount of non-TAP /non-Local Match Funds?	$ 0

Please Send Completed Form and Attachments Electronically to Erick Aune at ejaune@santafenm.gov

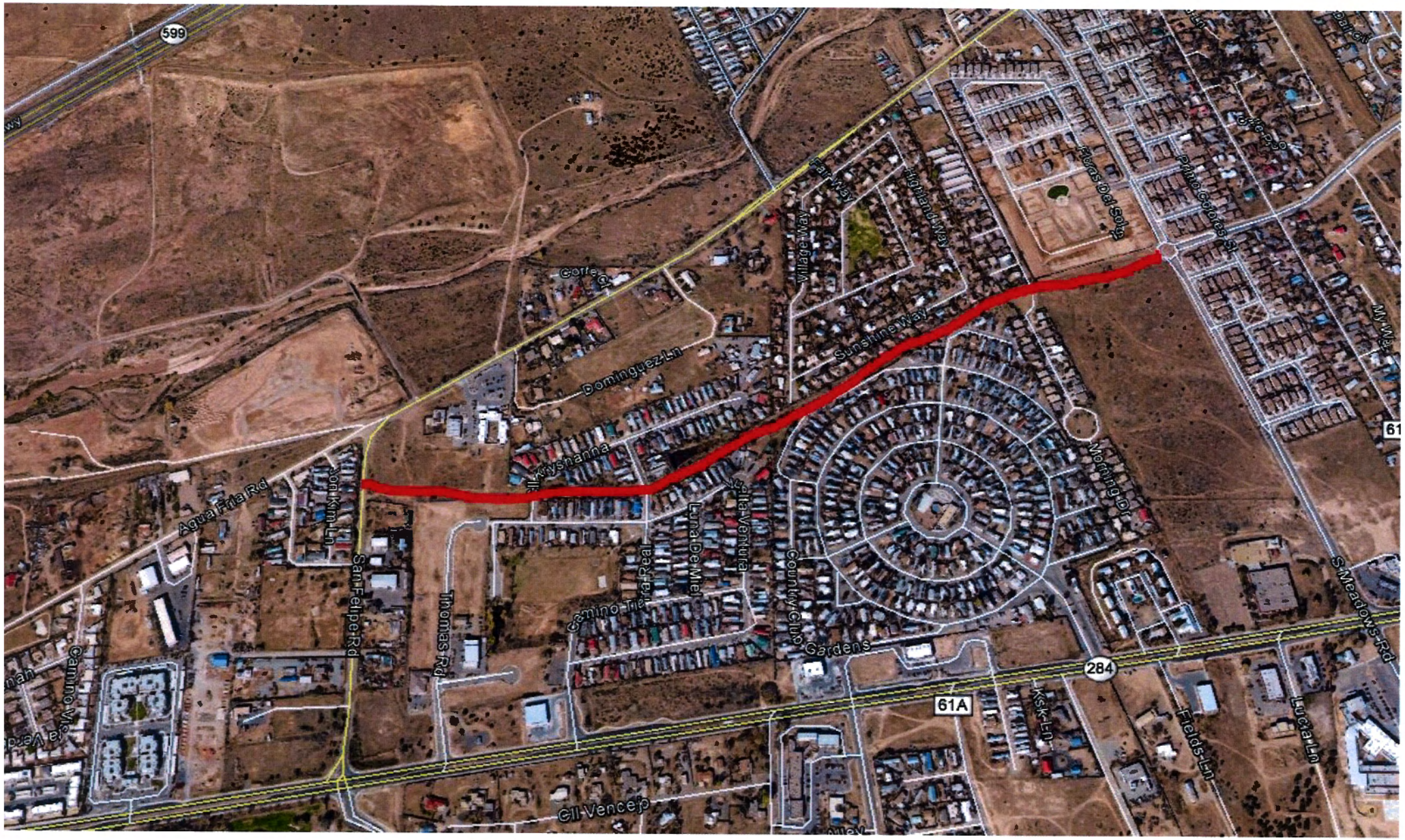
EXHIBIT tabbies A

DISTRICT REVIEW:				
By:	Date:	Recommended:	Yes	No

SANTA FE MPO

Topics to discuss during PFF meetings:

- Is the Tribal/Local Public Agency (T/LPA) familiar with the NMDOT T/LPA Handbook? Has a representative of the entity attended one of the T/LPA Handbook trainings? The T/LPA must follow the Handbook.
- Is this project included in any other planning documents? (Comprehensive Plan, ICIP, etc)
- Is the project within NMDOT ROW? If so, does the district support the project?
    - Are agreements necessary for maintenance and operations? (Lighting agreements, landscaping, etc.)
- The T/LPA needs to understand the reimbursement process and be prepared to pay all costs up front. The T/LPA must follow district instructions for submitting invoices for reimbursement.
- Discuss the requirements for federal funds including reimbursement process, 90 day closeout after project completion, certified testing during construction, Buy America requirements for steel, etc.
    - These items are reimbursable, but they need to be included in the cost estimate (construction engineering)
- The T/LPA must follow the NMDOT specs unless NMDOT grants permission prior to design for the T/LPA to use other specs.
- Maintenance and Operations costs-does the T/LPA have a plan for these?
- Does the T/LPA have a good track record for responsible use/tracking of federal funds? Have they met closeout deadlines? Have they successfully completed other federally funded projects in a timely manner?
- Has the T/LPA had any issues with design/construction in the past?
- Does the T/LPA have major audit findings that would prevent them from being a responsible fiscal agent?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Thomas Rd
Camino Tierra Real
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Vista Ventura
Country Club
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Ksk Ln
Fields Ln
Lucia Ln
Cll Vencejo
Camino Mesa Verde

SANTA FE MPO

TRANSPORTATION ALTERNATIVE PROGRAM
PROJECT FEASIBILITY FORM (PFF)

For assistance, contact Erick Aune, MPO Transportation Planner, at 505-955-6664 or ejaune@santafempo.org

Please enter information into the grey boxes. Most boxes will expand automatically if additional space for answers is needed

GENERAL INFORMATION

Submittal Date: 6/13/16

Project Name: St Francis Trail on the Canada Rincon

Requesting Entity: City of Santa Fe

Governing Body Approval (Place X in appropriate box): **YES:** x **NO:** **PENDING:**

Contact Person: Leroy N. Pacheco, PE

Phone and Email: 505-955-6840 lnpacheco@santafenm.gov

PROJECT INFORMATION

Project Location (Route Number and/or Street Name if Applicable): Canada Rincon on westside St Francis Dr (US 84 and US 285)

From (Provide Mile points if Applicable): Viento Drive (north end - BOP)

To (Provide Mile points if Applicable): Camino de los Crucitas (south end - EOP)

****Please provide a Basic Map showing the Project Location****

Project Length: 1-mile

Project Description: (Provide a brief description of the Proposed Project. See Page 8 of TAP Guide for Eligible Projects)

Non-motorized bike /pedestrian trail along Canada Rincon on westside St. Francis Drive (US 84/285)

Is this project included in, or consistent with, Your Agency's ICIP (Place X in appropriate box)**?**

YES: **NO:** x [If yes, please provide Cover Page and page(s) on which the project is identified]

Does the Project require Acquisition of Right of Way? YES: **NO:** **Don't Know:** x

If Yes, do you have or are able to get a letter of support from the property owner(s): YES: x **NO:**

What Project Phases are included in request (Place X in appropriate box(es))**:**

PRELIMINARY ENGINEERING: x ***CONSTRUCTION:*** x ***CONSTRUCTION MANAGEMENT:*** x

OTHER (Please Explain):

PROJECT COSTS

What is the Estimated Total Cost of the Proposed Project?	$ 1,000,000.00
Amount of TAP Funds you are expecting to Request?	$ 854,400.00
Required Local Match Funds (14.56%)	$ 145,600.00
Amount of non-TAP /non-Local Match Funds?	$ 0

Please Send Completed Form and Attachments Electronically to Erick Aune at ejaune@santafenm.gov

EXHIBIT tabbies B

DISTRICT REVIEW:				
By:	Date:	Recommended:	Yes	No

SANTA FE MPO

Topics to discuss during PFF meetings:

- Is the Tribal/Local Public Agency (T/LPA) familiar with the NMDOT T/LPA Handbook? Has a representative of the entity attended one of the T/LPA Handbook trainings? The T/LPA must follow the Handbook.
- Is this project included in any other planning documents? (Comprehensive Plan, ICIP, etc)
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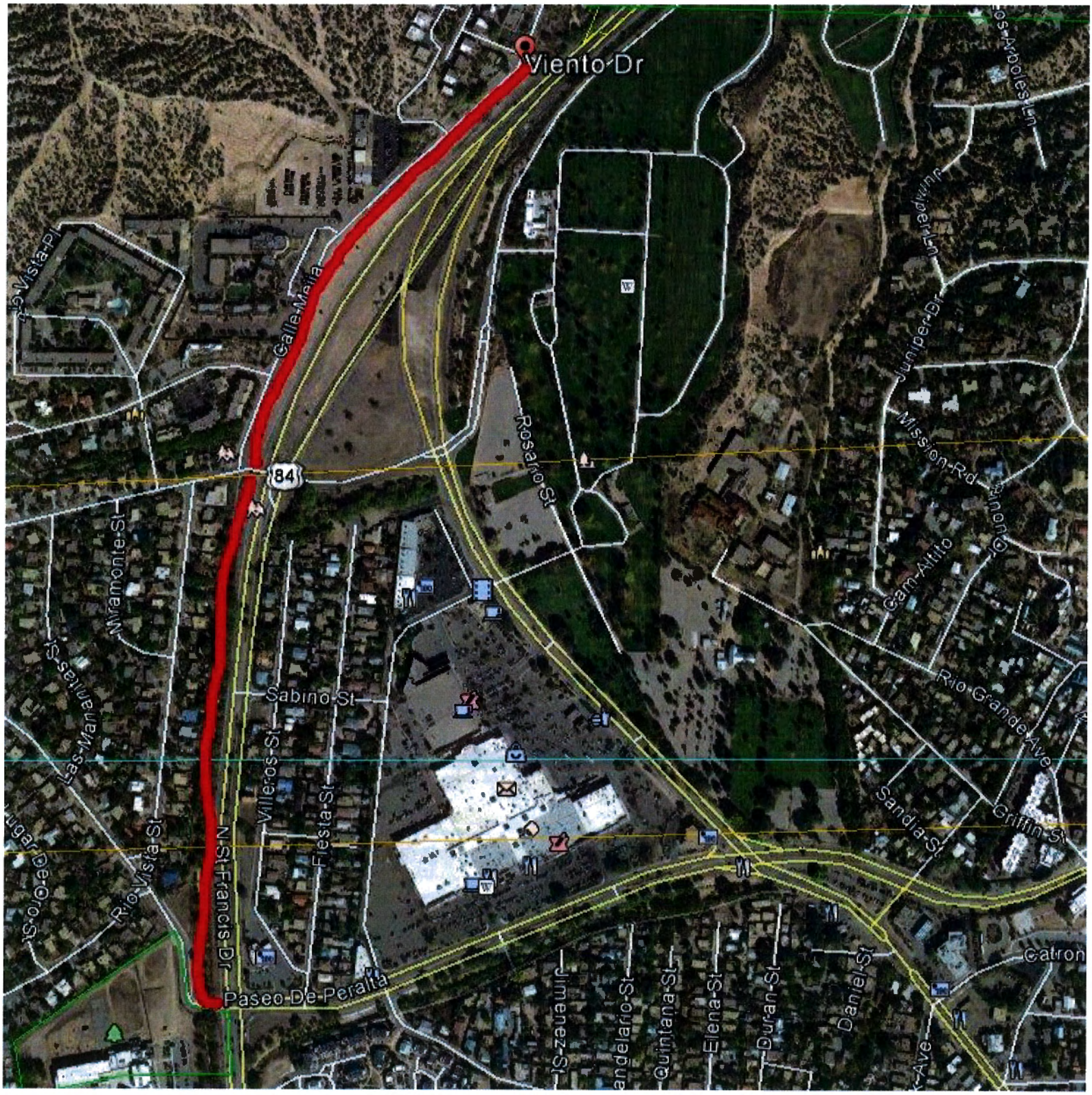
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Mission Rd
Cam Altito
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N St Francis Dr
Paseo De Peralta
Rio Vista St
Las Manantias St
Jimenez St
Quintana St
Elena St
Duran St
Daniel St
Catron