



# Agenda

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DATE 9-21-11 TIME 5:14pm

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**TRANSIT ADVISORY BOARD MEETING  
TUESDAY, SEPTEMBER 27, 2011  
5:00 PM – 7:00 PM  
SANTA FE TRAILS FACILITY  
2931 RUFINA STREET**

CALL TO ORDER  
ROLL CALL  
APPROVAL OF AGENDA  
APPROVAL OF MEETING MINUTES: AUGUST 23, 2011

PUBLIC COMMENT

PRESENTATION

1. UPDATE ON SENIOR SERVICES TRANSPORTATION OPERATIONS (DON BELL)
2. FUTURE RAIL RUNNER SERVICE: ZIA STATION (KEITH WILSON)

DISCUSSION ITEMS:

1. SANTA FE RIDE PROGRAM: CUSTOMER SATISFACTION SURVEY RESULTS (CONTINUED)
2. REVIEW OF MARKETING PLAN AND SERVICE IMPLEMENTATION: NEW ROUTE 26 SERVING SOUTH CERRILLOS ROAD (INCLUDING WALMART AND FASHION OUTLETS OF SANTA FE)
3. REVIEW OF THE CITY OF SANTA FE'S INFRASTRUCTURE CAPITAL IMPROVEMENTS PLAN (ICIP)
4. DISCUSSION OF WORCESTER POLYTECHNIC INSTITUTE REPORT (CONTINUED)
5. UPDATE ON AUTOMATED VEHICLE LOCATION PROJECT FOR FIXED-ROUTE BUSES
6. REPORT ON REGIONAL TRANSIT

PUBLIC COMMENT

ADJOURN

*Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.*

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<b><u>INDEX</u></b>	<b><u>ACTION TAKEN</u></b>	<b><u>PAGE(S)</u></b>
Cover Sheet		1
Call to Order	Call to Order by Chair, Colin Messer at 5:00 pm – at the Santa Fe Trails Offices on Rufina Street.	2
Roll Call	A quorum was not present until approximately 7:15 pm. Three excused absences.	2
Approval of Agenda	Ms. Bleck moved to approve the agenda as presented, second by Ms. Maslar, motion carried by unanimous voice vote.	2
Approval of Minutes – August 23, 2011	<p><b>Correction:</b> Page 5: 4<sup>th</sup> paragraph, 1<sup>st</sup> sentence: <del>ne</del> should be to</p> <p><i>Ms. Bleck moved to approve the minutes of August 23, 2011 as amended, second by Ms. Maslar, motion carried by unanimous voice vote.</i></p>	2
Public comment	None	2
<b>Presentation(s)</b> <ul style="list-style-type: none"> <li>a. Update on Senior Services Transportation Operations (Don Bell)</li> <li>b. Future Rail Runner Service: Zia Station (Keith Wilson)</li> </ul>	<i>Informational, no formal action taken</i>	2-3
<b>Discussion Items</b> <ul style="list-style-type: none"> <li>a. Santa Fe Ride Program: Customer Satisfaction Survey Results (continued)</li> <li>b. Review of Marketing Plan and Service Implementation: New Route 26 serving S. Cerrillos Road (including Wal-Mart and Fashion Outlets of Santa Fe)</li> <li>c. <i>Review of the City of Santa Fe's Infrastructure Capital Improvement Plan (ICIP)</i></li> <li>d. <i>Discussion of Worcester Polytechnic Institute Report (continued)</i></li> <li>e. <i>Update on Automated vehicle location project for fixed-</i></li> </ul>	<p><b>a-b – Informational (Exhibit A – Map for Item b.)</b></p> <p><b>c-f – To be placed on next month agenda.</b></p>	3-4

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<i>route buses.</i> <i>f. Report on Regional Transit</i>		
<b>Adjournment/Signature Page</b>	<b>The meeting was adjourned at 7:00 pm.</b>	<b>4</b>

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MINUTES  
5:00 pm – 7:00 pm

1. The Transit Advisory Board Meeting was called to order at 5:00 pm by the Chair, Colin Messer. The meeting was held at the Santa Fe Trails Facility Building – Conference Room, Santa Fe, New Mexico. A quorum was non-existent until 7:15 pm.

**Roll Call**

Colin Messer, Chair  
Susan Maslar  
Aurore Bleck  
Don Bell  
Garrett Robinson

**Excused**

John Whitbeck  
Councilor Chris Calvert  
James Bradbury

**Staff Present:**

Mike Kelly, Santa Fe Trails Operations Manager  
Annette Granillo, Operations Manager, Transit Division  
Jon Bulthuis, Transit Director

**Others Present**

Keith Wilson, Metropolitan Planning Office, Senior Planner  
Dave McQuarie, Audience  
Anna Serrano for Fran Lucero, Stenographer

2. **Approval of Agenda**

Susan Maslar moved to approve the agenda as presented, second by Don Bell, motion carried by unanimous voice vote.

3. **Approval of Minutes: August 23, 2011**

**Correction:**

Page 5: 4<sup>th</sup> paragraph, 1<sup>st</sup> sentence: ~~ne~~ should be to

*Ms. Bleck moved to approve the minutes of August 23, 2011 as amended, second by Ms. Maslar, motion carried by unanimous voice vote.*

4. **Public Comment**

5. **Presentation**

- a. Update on Senior Services Transportation Operations (Don Bell)  
Mr. Bell explained that the county took over on July 1<sup>st</sup> and as a result of these changes some personnel has been lost and they are running with a smaller amount of people with

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a greater territory. A map was presented showing the routes and Mr. Bell explained the boundaries. Anything south of 599 is going to be considered as if it was in the city limit. Mr. Bell explained that a certain percentage of vehicles they had in the city have gone to the county. When they made these changes they took the total population that the city had and they divided it between the city and the county. There are days that the transit section is down in the number of people. Mr. Bell was transferred from the transportation section to Meals on Wheels and he handles one of the biggest routes. There is a time limit for delivery of meals, they have to be delivered within 2 hours from the time they hit the hot box. Mr. Bell's route takes him approximately 2 ½ hours.

b. Future Rail Runner Service: Zia Station (Keith Wilson) – Presentation

Mr. Wilson introduced himself and gave a brief overview of the responsibilities of the Metropolitan Planning Organization (MPO). Mr. Wilson then gave a brief history of the development of the Rail Runner Train service and the selection of the stations locations and the MPO's involvement in that selection. The Zia Station Platform was constructed back in 2008, but was never opened for service. In July 2010, Councilor Ortiz requested a Public Process be held around the potential opening of the Zia Station and the City Manager requested the MPO lead that effort. MPO Staff convened a working group of City Staff who developed a conceptual plan to provide sidewalks, parking and transit facilities. A Public Input meeting was held in March 2011 to present the conceptual plan and discuss the potential opening of the station. Approximately 250 people attended the meeting and in general a majority of them were in favor of opening the station, but had differing opinions on the conceptual plan. Staff then presented the findings of the public meeting to the Public Works and Finance Committees who brought forward ideas on how to implement to the conceptual plan. Finally the Finance Committee supported resolutions to approve opening the station and allowing SF Brown LLC (adjacent land owner) an impact fee credit if they built and paid for the improvements. A City Council public hearing on the opening of the station was held on August 30<sup>th</sup>. The Council ultimately approved the resolution to request opening the station, but wanted the parking removed from the conceptual plan and it be a "kiss and ride" facility. Staff is currently revising the conceptual plan and will be bringing it back to the Public Works and full Council mid to late October for approval. Mr. Wilson then took questions from the committee related to parking and transit service.

**6. Discussion Items**

a. Santa Fe Ride Program: Customer Satisfaction Survey Results (continued)

A survey was conducted with Santa Fe Ride for the period of July 19, 2011 through July 25, 2011. A total of 142 riders were identified and 84 riders participated in the survey. All riders did not or could not answer all the questions. Diligent efforts were made to assure the rider understood the questions and information was gathered. Of the 58 riders who did not participate gave various reasons for not participating. Some of the reasons given for not participating were wrong number, no answer with no message machine, did

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not want to participate, phone disconnected, not available due to sickness, phone number not in service, mailbox full, left message requesting to call back and did not call back, did not accept phone call.

There were a total of 11 questions and the results were indicated in the Memo dated 9/26/11 presented to the Transit Advisory Board for review.

- b. Review of Marketing Plan and Service Implementation: New Route 26 serving S. Cerrillos Road (including Wal-Mart and Fashion Outlets of Santa Fe)

Wal-Mart and Fashion Outlets of Santa Fe will open October 12<sup>th</sup>. Rt. 26 will run 7 days a week. Route 1 will have Sunday Service on Paseo del Sol/Jaguar. Route 24 will run every 35 minutes; Route 21 will run every 70 minutes to SFCC. (Exhibit A)

Mr. Bulthuis announced that the City Council had approved the purchase of 2 new buses.

- c. *Review of the City of Santa Fe's Infrastructure Capital Improvement Plan (ICIP)*
- d. *Discussion of Worcester Polytechnic Institute Report (continued)*
- e. *Update on Automated vehicle location project for fixed-route buses.*
- f. *Report on Regional Transit*

**7. Public Comments**

None

**8. Adjournment**

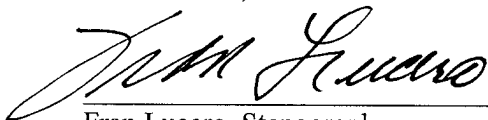
**The chair asked staff to bring forth the items mentioned below listed under Discussion Items to the next meeting.**

- a. Review of the City of Santa Fe's Infrastructure Capital Improvement Plan (ICIP)
- b. Discussion of Worcester Polytechnic Institute Report (continued)
- c. Update on Automated vehicle location project for fixed-route buses.
- d. Report on Regional Transit

***There being no further business the Chair called for adjournment at 7:00 pm.***

**Signature:**

Colin Messer, Chair



Fran Lucero, Stenographer