



Santa Fe Metropolitan Planning Organization

"Promoting Interconnected Transportation Options"



Santa Fe MPO Transportation Policy Board

Monday June 25, 2012, 4:00 PM

City Councilors' Conference Room, City Hall

200 Lincoln Avenue, Santa Fe, NM

AGENDA

CALL to ORDER

ROLL CALL

APPROVAL of AGENDA

APPROVAL of MINUTES: *April 12, 2012*

CITY CLERK'S OFFICE

DATE *6-18-12* TIME *10:16am*

SERVED BY *Keith Wilson*

RECEIVED BY *[Signature]*

A. MATTERS FROM THE PUBLIC

B. PUBLIC HEARINGS

- 1. Approval of Amendments to the FFY 2012-2015 Transportation Improvement Program – *MPO Staff*

C. ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

- 1. Approval of Changes to the Santa Fe MPO Bylaws and Operating Procedures – *MPO Staff*
- 2. TIP Project Updates – *MPO Staff*
- 3. Update on the status of the Federal Transportation Bill Reauthorization – *MPO Staff*

D. MATTERS FROM THE SFMPO TRANSPORTATION POLICY BOARD

E. MATTERS FROM THE MPO STAFF

F. COMMUNICATIONS FROM THE NMDOT AND FHWA

G. ADJOURNMENT – Next meeting, Thursday August 9, 2012.

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.

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SFMPO-TPB MEETING
June 25, 2012

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| 2. TIP Project Updates | None | 7 |
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| F. COMMUNICATIONS FROM DOT/FHWA | None | 8 |
| G. ADJOURNMENT - Next Meeting: Aug. 9 2012 | Adjourned at 5:20 pm | 8 |

**MINUTES OF THE
SANTA FÉ MPO
TRANSPORTATION POLICY BOARD
June 25, 2012**

CALL TO ORDER

A regular meeting of the Santa Fé MPO Transportation Policy Board was called to order on the above date by Board Chair Danny Mayfield at approximately 4:00 p.m. in the Santa Fé City Councilor's Conference Room at City Hall, 200 Lincoln Avenue, Santa Fé, New Mexico.

ROLL CALL

Roll call indicated the presence of a quorum as follows:

MEMBERS PRESENT:

Commissioner Danny Mayfield, Chair
Deputy Secretary Katherine Bender, NMDOT
Mr. Robert Mora, Tesuque Pueblo
Commissioner Liz Stefanics, Santa Fé County
Councilor Ron Trujillo, City of Santa Fé

MEMBERS ABSENT:

Commissioner Robert Anaya, Santa Fé County [excused]
Councilor Patti Bushee, City of Santa Fé [excused]
Mayor David Coss, City of Santa Fé [excused]

STAFF PRESENT:

Mr. Mark Tibbetts, MPO Officer
Mr. Keith Wilson, MPO Planner

Others present included Ms. Anne McLaughlin, NMDOT

APPROVAL OF AGENDA

Commissioner Stefanics moved to approve the agenda as presented. Councilor Trujillo seconded the motion and it passed by unanimous voice vote.

APPROVAL OF MINUTES – April 12, 2012

Commissioner Stefanics moved to approve the minutes of April 12, 2012 as presented.

Councilor Trujillo seconded the motion and it passed by unanimous voice vote.

A. MATTERS FROM THE PUBLIC

Ms. Beth Detwiler, Oshara Village, recently told Commissioner Stefanics about their serious traffic problems and was told by her that the problem was unknown to the TPB because no one came to the meeting to report it.

She said they had heavy traffic commuting through their village to access Rabbit Road. Commissioner Stefanics was helping them with a plan to deal with the problems but she wanted to ask the MPO to complete NE and SE Connector Roads as a top priority.

Mr. Bob Detwiler echoed her statements.

Commissioner Stefanics reported meeting with Oshara Village and while there, saw three cars go through a stop sign just commuting through Oshara Village so she could totally understand the problem. Because of the developers' problems, things didn't move very fast.

The County was considering a resolution tomorrow regarding the NE Connector but that was dependent upon the Commission approving a road bond in November and the SE Connector would be left in the plan. The Commissioners had to vote on it but would not vote tomorrow. Until they figured out the ingress and egress it would be problematic.

Councilor Trujillo asked if there was more traffic during the St. Francis bridge construction.

Mr. Detwiler said during the first three weeks of the construction it was worse because they thought they could get through to I-25 and ended up totally lost. He talked with one of them who was trying to get to Clines Corners. So the signage there could be better. Also they had less commuter traffic for SFCC. The ramps were not as bad as he thought.

Councilor Trujillo hoped DOT could get on top of it. He suggested they might talk with District 5.

Secretary Bender said they had been contacted by Oshara Village. Deputy Secretary Paul Gray and Miguel Gabaldon have been in contact with the county. They were looking at what could be done to help travelers during construction. They were adding more signage but there was still some confusion there and things were changing including detours.

Commissioner Stefanics commented that summer was high traffic for tourists so anything to make it easier should be done. Maybe they should do something with hotels as well. People didn't know the city and had a hard time figuring it out. She asked how Mapquest made those changes.

Secretary Bender didn't know.

Mr. Wilson said NM roads .com was the best site for changes.

Secretary Bender was working on a 511 application and would have a public meeting in Albuquerque on Thursday about it. It was a solution where you could get the map to come up directly on smart phones but wasn't sure how quickly those changed with construction.

Mr. Wilson said he used an application called INRIX that showed traffic congestion levels and closures.

Mr. Dave Quintana said the Old Pecos Trail exit just stopped. He just got a call about that.

Secretary Bender agreed to have District 5 staff go out and look at the frontage road in an effort to help with the problem in Oshara.

Mr. Detwiler agreed they needed to help the tourists but about 90% of it was commuting and not tourists but the signs could be improved.

Chair Mayfield asked if state could help with blinking light signs. The county had a couple of machines.

Secretary Bender agreed to look into that.

B. PUBLIC HEARING

1. Approval of an Amendment to the FFY 2012-2015 Transportation Improvement Program

Mr. Wilson explained the amendments to the TIP that would have been approved in May but lacked a quorum and it had to be on the TIP before the end of the fiscal year. This was included in the STIP contingent on this TPB approval. The summary page at the end showed the four changes which he identified.

The first was a change to the Cerrillos/I-25 interchange that had an increase in federal funding of \$4.7 million to a total of more than \$9 million for this project.

The Santa Fé Rail Trail had increased federal funding from \$201,000 to \$300,750 some of which would come from the NM Central Rail Trail because that project was not ready.

The final change was \$2.2 million for repaving on I-25 from the Old Pecos Trail exit to the Eldorado exit.

He said it was important to get them approved at this meeting.

Commissioner Stefanics asked if I-25 @ Cerrillos wouldn't be started until St. Francis was completed.

Mr. Quintana agreed. They were just doing design and moving it to 2014.

Secretary Bender agreed. It would be 24 months until construction. This was just preliminary design.

Chair Mayfield said the same would be true with repavement at Old Pecos Trail and I-25.

Mr. Quintana agreed. The majority of construction would be next spring.

Secretary Bender said that was not a long term project.

Mr. Quintana said it would overlap. The budget would be let in October and realistically it wouldn't start until spring time. They anticipated St. Francis would be finished by then.

Commissioner Stefanics said Old Pecos Trail already had a very long line in back up.

Mr. Quintana said northbound would be open by July.

Councilor Trujillo asked about closures at Cerrillos and I-25.

Mr. Quintana said that was a design decision but they wanted to avoid closing it if at all possible.

Secretary Bender said the frontage road for 599 would help and was nearby.

Councilor Trujillo said 599 was less of an issue than St. Francis.

Commissioner Stefanics moved to approve the TIP amendments. Councilor Trujillo seconded the motion and it passed by unanimous voice vote.

C. ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

1. Approval of Amendments to the Santa Fé MPO bylaws and Operating Procedures.

Mr. Tibbetts identified the changes that included meeting times and notice of meetings. They were all identified in red. Others included offices and added that the chair shall be elected by simple majority and duties of chair were specified and included directly approving or supporting policies previously approved.

During all of the reauthorization, they had been hit about support for certain policies. This language was discussed at a previous meeting in February. Since then it had become an issue - considered lobbying. Board and staff needed clarification on what constituted lobbying.

Commissioner Stefanics said the County Attorney will be advising us on it. This is a policy board and we take position on issues and there are times when we need to urge our delegation to support transportation.

Mr. Tibbetts didn't think this would cause controversy.

Ms. McLaughlin said the District had no issue with this but just wanted the TPB to be careful case by case. This language was fine in their opinion.

Commissioner Stefanics asked where the attorney for MPO was today.

Mr. Tibbetts said the MPO didn't have an attorney.

Commissioner Stefanics pointed out that this group might occasionally need legal guidance and it should be on the agenda.

Mr. Tibbetts said the only other by law change was on page 4 of 6 regarding TCC membership. There was no longer an Executive Director for the RPA so that position would be replaced with an increase from Santa Fé County to include the Open Space & Trails Director.

Then they put in on page 5 of 6 under Secretary that the MPO Officer would preside in the absence of the chair at TCC meetings. They didn't have a vice Chair.

Commissioner Stefanics asked about calling in on the phone.

Mr. Tibbetts explained that under the policies of the City, there was no proxy or phone voting permitted. He wasn't sure what the county policy was. On page 3 of 6 the voting procedure said proxy or telephone voting was not allowed.

Commissioner Stefanics said the County did allow phone in to the BCC meetings but there had to be some physical presence to have a meeting. They had done meetings with one person physically present but they had a quorum by phone.

Mr. Wilson talked with Joe Abeyta about the Council sound system. It became logistically difficult to handle.

Commissioner Stefanics said her concern was that they didn't have enough physical bodies.

Mr. Tibbetts explained they were trying to minimize the time commitment of the members by having less frequent meetings and allowed for alternates to sit in for members. In an emergency, the contingency would be up to the Board to determine. They only had five scheduled meetings per year.

Secretary Bender commented that it was impossible to see presentations being given at the meeting and it was easy to get lost in the discussion when people were on the telephone. She found that difficult herself. So her opinion was that telephone voting was not a good way to go. Members just needed to make a commitment to be present.

Commissioner Stefanics asked that some consideration be given to phone voting when something needed to be done quickly.

Commissioner Mayfield said he would support proxy voting since it was often hard to get a quorum at

these meeting. They had to have a quorum today.

Mr. Wilson said they were allowed to post an emergency meeting with two days' notice so when they didn't have a quorum in May they worked on a meeting three days later. He added that the five meetings were scheduled to allow two weeks before deadlines for reporting.

Commissioner Stefanics moved to approve these policy changes. Councilor Trujillo seconded the motion and it passed by unanimous voice vote.

Mr. Tibbetts said the MPO was specifically required to provide traffic counts with their partners in a performance monitoring system. They would be collectors and above and were specified for the MPO. City traffic engineering was doing this in the city for them as a program match and he was looking for a way to reimburse the city for their work.

This was a short term period - calendar years 2011 and 2012. Staff were in the process of redoing the traffic count program. They had a link to a website in Michigan to accomplish it.

Commissioner Stefanics asked about the budget line items. She also wondered about the legal precedent for this. This was an example that if not posted properly would cause difficulty. She didn't think they had the right process in place.

Mr. Tibbetts in response to Chair Mayfield said if the MPO was getting tax from the County they could apply a similar arrangement with them. He didn't it tenuously without commitment to a long term because they were reviewing the whole process. They submitted for it with DOT last year and he wanted to have some documentation rather than just creating invoices. It should be as clear as possible. He had checked with legal at the City already.

Mr. Wilson added that the funding was identified in their work plan. They hired students to do some and it was a legitimate expenditure.

Mr. Tibbetts added that the state expected it because it was in their scope of work. He understood that the process was something for them to look into further. He explained further that the City was providing the match as well as some of the direct costs for the MPO work. It was reimbursable as opposed to any legal support they got.

Chair Mayfield asked what the requirement entailed for locations.

Mr. Wilson explained that there were set locations identified by them and not all of them were in the city but all of them were within a five mile radius of the city. They were strategically located on specific roadways and road segments. They met the guidelines for the federal roadways monitoring system. Every three years they did the locational gathering so each year they did about 100 traffic counts and had roughly 300 locations within the MPO area.

He said they would be forced to re-evaluate this program at the end of the calendar year because the

person at the city who did the counts was retiring. That could be an opportunity to do more with the County and coordinate with the County. Staff was open to work with any entity on it.

Commissioner Stefanics wondered if it could be written up and become part of the County's operating procedures if they adopted it. That would formalize the arrangement with the County. It should include all parts of the services with the County for MPO.

Mr. Tibbetts agreed it might have language in the operating policies to allow staff to negotiate those agreements with city and county. They did a lot of professional service agreements already. They wanted to use the most efficient way to accomplish it. He indicated the 300 locations were not the limit for them and they could have more.

Commissioner Stefanics clarified that she was talking about basic organization and not specific tasks.

Secretary Bender said it would be standard operating procedures.

Mr. Tibbetts said they could work on that. The particular traffic count arrangement with the city was distinct and specific to the city but he was willing to work on the larger scope.

Mr. Leigland asked how the city reimbursements were done.

Mr. Tibbetts said the city received them on a quarterly basis through a quarterly report and invoice. It was reviewed by the DOT and then a check was cut to the City. The DOT paid the invoice. It was straightforward.

Mr. Wilson said it was the procedure the city asked them to use to reimburse the city as the fiscal agent for MPO. The city fronted the money for MPO expenses. Transfers were formalized in the MOU.

2. TIP Project Updates

This item was not considered.

3. Update on the status of the Federal Transportation Bill Preauthorization

Mr. Wilson reported that the current extension of the authorization would expire on June 30th. Early last week it appeared they would bring forth an additional extension of perhaps six months. Later in the week, he heard the conference committee that had 46 members were trying to hash out the differences and were working hard to arrive at a compromise bill by tomorrow. But this morning there were still significant issues to work out. Some of them were quite controversial. He thought it would result in a short extension in order to work out those differences but no one knew what would happen. He agreed to forward all updates on it.

D. MATTERS FROM THE SFMPO TRANSPORTATION POLICY BOARD

There were no matters from the TPB.

E. MATTERS FROM THE MPO STAFF

Mr. Wilson reported their work on the Bicycle bikeways map which was being distributed around the community. He shared copies with the board members and offered more as needed for community events, etc.

He said in their UPWP they had a section on educational materials and partnered with Bike Santa Fé which was a nonprofit organization advocacy group. They developed a Bicycle Card that shared the laws for bicycle riding and were distributing it. BTAC was using it with new drivers in drivers' education classes.

Secretary Bender talked about the new DWI statewide effort. They produced an application that required the user to not be driving when the application was accessed.

F. COMMUNICATIONS FROM THE NMDOT AND FHWA

There were no communications from NMDOT or FHWA.

G. ADJOURNMENT – Next meeting, Thursday August 9, 2012.

The meeting was adjourned at 5:20 p.m.

Approved by:

Danny Mayfield, Chair

Submitted by:


Carl Boaz, Stenographer