

Santa Fe Metropolitan Planning Organization

"Promoting Interconnected Transportation Options"



Santa Fe MPO Technical Coordinating Committee

Monday, October 28, 2013

1:30 P.M.

City of Santa Fe Offices @ Market Station
500 Market Street, Suite 200, Santa Fe, NM
(Map: <http://tinyurl.com/l6keieq>)

AGENDA

- ◆ Call to Order
 - ◆ Roll Call
 - ◆ Approval of Agenda
 - ◆ Approval of Meeting Minutes from August 26, 2013.
1. **Communications from the Public**
2. **Items for Discussion and Possible Action:**
- a. Review and Release for Public Review of a proposed Amendment to the FFY2014-2017 Transportation Improvement Program – *MPO Staff*
 - b. Transportation Improvement Program (TIP) Project Updates – *Lead Agency Staff*
 - c. Presentation of the Title VI Plan – *MPO Staff*
 - d. Update on the Pedestrian Master Plan – *MPO Staff*
 - e. Update on the Highway Safety Improvement Program – *MPO Staff*
 - f. Discussion of the Roadway Functional Reclassification – *MPO Staff*
 - g. Update on the MPO Multi-use Trail Count Program – *MPO Staff*
 - h. Update on the Travel Demand Model– *MPO Staff*
 - i. Update on the NMDOT Statewide Transportation Program Procedures Manual
- 3 **MPO Officer Report**
4. **Communications from TCC Members**
5. **Adjourn** - Next TCC Meeting: Monday November 18, 2013

CITY CLERK'S OFFICE
10/18/13 TIME 4:27p
by Keith Wilson

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 INDEX
SFMPO-TCC MEETING
October 28, 2013

ITEM	ACTION	PAGE(S)
ROLL CALL	Quorum present	1
APPROVAL OF AGENDA	Approved as presented	2
APPROVAL OF MINUTES August 26, 2013	Approved as presented	2
1. COMMUNICATIONS FROM THE PUBLIC	None	2
2. ITEMS FOR DISCUSSION AND POSSIBLE ACTION		
A. 2014-2017 TIP Amendments	Approved	2-3
B. TIP Project Updates	Discussed	3-4
C. Title VI Plan Presentation	Discussed	5
D. Pedestrian Master Plan Update	Reported	5-6
E. HSIP Update	Reported	6
F. Roadway Functional Classification	Discussion	6-7
G. Multi-Use Trail Count Update	Discussion	7-8
H. Travel Demand Plan Update	Discussion	8
I. NMDOT Program Procedures Manual	Reported	8
3. MPO OFFICER REPORT	Reported	9
4. COMMUNICATIONS FROM TCC MEMBERS	Discussion	9
5. ADJOURNMENT - Next Meeting: Nov. 18, 2013	Adjourned at 3:10 pm	9

**MINUTES OF THE
SANTA FÉ MPO
TECHNICAL COORDINATING COMMITTEE
October 28, 2013**

CALL TO ORDER

A regular meeting of the Santa Fé MPO Technical Coordinating Committee was called to order on the above date by Chair John Romero at approximately 1:30 p.m. in the Conference Room @ Market Station, 500 Market Street, Suite 200, Santa Fé, New Mexico.

ROLL CALL

Roll call indicated the presence of a quorum as follows:

MEMBERS PRESENT:

John Romero, City of Santa Fé, Chair
Erick Aune, Santa Fé County
Tamara Baer, City of Santa Fé
Colleen Baker, Santa Fé County
Ken Smithson for Jon Bulthuis, Santa Fé Trails
Joseph Gutierrez, Santa Fé County
Eric Martinez, City of Santa Fé
Dave Quintana, District 5 [arriving later]
Lisa Roach, Santa Fe County Long Range Planning

MEMBERS ABSENT:

Sandra Maes, Pueblo of Tesuque
Richard McPherson for Reed Liming, City of Santa Fé
Anthony Mortillaro, NCRTD [excused]

STAFF PRESENT:

Keith Wilson, Senior MPO Planner
Mark Tibbetts, MPO Officer

OTHERS PRESENT:

Carl Boaz, Stenographer
Jessica Griffin
Yolanda
Alan Hodgasian

APPROVAL OF AGENDA

Mr. Martinez moved to approve the agenda as presented. Ms. Baer seconded the motion and it passed by unanimous voice vote.

APPROVAL OF MINUTES

August 26, 2013

Mr. Smithson moved to approve the minutes of August 26, 2013 as presented. Ms. Baker seconded the motion and it passed by unanimous voice vote.

1. COMMUNICATIONS FROM THE PUBLIC

There were no communications from the public.

2. ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

A. Review and Release for Public Review of a proposed Amendment to the FFY2014-2017 Transportation Improvement Program – *MPO Staff*

Mr. Wilson handed out the matrix of proposed changes to be presented to TPB on November 19 and made the following comments:

1. To correct a discrepancy on funding source.
2. Funding increase to \$17.5 million; currently in study phase. This would increase funding by \$8.52 million and assign part to the design alternative.
3. New project to be paid by city impact funds on Paseo del Sol at Herrera Drive at \$1.657 million.
4. With 10-13 are Santa Fe Trails' projects with administrative modifications. They are placeholders on the TIP without knowing the federal allocations.

Mr. Smithson explained the first was for annual operating assistance and the second was capital assistance.

14—18 were non-motorized projects.

14. This had a discrepancy with the STIP. making the federal funding whole.

15-17 were TAP funded projects. The TPB approved them with a minor modification of \$25,000 switched to the County Rail Trail project from City projects.

18. Safe Routes to Schools with SFPS at the new Agua Fria School to Cottonwood Drive. It might coincide with the Santa Fe River Trail.

Ms. Baer noted a huge discrepancy in funding.

Mr. Quintana explained there was a shortage of funding for it.

Mr. Wilson said the public review would end on November 15. The TCC meeting would be on November 18 and the TPB on November 19.

Ms. Baker noted on #4 in the TIP that the amount shown was one dollar off.

Ms. Baer moved to approve the FFY2014-2017 TIP amendments for public review. Ms. Baker seconded the motion and it passed by unanimous voice vote.

B. Transportation Improvement Program (TIP) Project Updates – *Lead Agency Staff*

Mr. Wilson referred to the chart in the packet showing the project updates. He appreciated the comments given by members.

For the 599/Jaguar intersection, Mr. Quintana said DOT was reviewing the consultant's work getting bonding together. The plans were ready and they hoped that construction would take place in the spring when it gets warmer.

Mr. Wilson said the CR62/NM599 interchange was completed.

Mr. Quintana said there were just a few minor things the contractor needed to complete.

For # 120, Mr. Wilson said they went through the alternatives last Friday and would finish next Friday. There were various alignments for both NE and SE connectors. At the end of November they would determine preferred alternatives. The study was moving forward.

For # 130, Mr. Martinez said they would soon be going through plan reviews.

On # 160, Mr. Quintana said the project was going to bid in November.

190 and 200 were completed.

511204 – Bicycle Lanes on OSFT was 95% complete.

For 056 – design of bridge at Guadalupe and Defouri Street, they added public input meetings on the preliminary design.

Mr. Gutierrez said S 220 was put off from spring because of rains.

790 – US 84/285 bridge rehabilitations, Mr. Quintana said they were working just on the one for this MPO. The other one was located outside the MPO area.

791 – Mr. Quintana reported this would be let in November.

270 – Mr. Wilson said they added in amendment 1 which was not approved yet but they should hear pretty soon.

Chair Romero said the City had not received it yet.

Mr. Quintana said the City would probably get an agreement once the amendment was approved.

090 – Las Soleras project was removed from the TIP.

180 – Mr. Wilson said the project was completed in July.

040 – Mr. Smithson said they received Council approval to move the Bus transfer center across Cerrillos from Santa Fe Place. They were working to get it on the Planning Commission agenda for December and hopefully have a plat amendment, lifting restrictions, so they could build it on that site. And they were still seeking to do something at Santa Fe Place.

050 – The bus replacement was in process. The buses were already ordered and they had \$110,000 for replacement of vans.

181- The Santa Fe Southern rail crossing upgrade had no timeline

040 – The Rail Trail project made the deadlines.

150 – Mr. Wilson said the project was moving forward with design.

030 – The construction bid award was approved and going to Council on November 13.

041 – Mr. Martinez said they were awaiting obligation of funds before going for bids and awaiting Council approval.

Mr. Wilson announced that NMDOT was considering revised deadlines for submittals being proposed that would move up the deadline to March 31 and for FY15 projects, moving up to December 2014. He had been told it wouldn't affect the TAP deadlines of July 15. It was the same for Safe Routes to Schools projects.

Mr. Quintana reported that construction on Cerrillos would have some flexibility.

There were no questions from the Committee.

C. Presentation of the Title VI Plan – MPO Staff

Mr. Tibbetts said the requirements for MPOs were incorporated in the Public Participation Plan. It was put on the SFMPO website and the 45 day public notice released on October 1 had received no comments to date. He would bring it for a recommendation by the TCC on November 18 and approval by the TPB on November 19th. Most of it was boilerplate on how to amend, etc. It would have provisions for public participation – everything from ADA to civil rights requirements. There was a Title VI coordinator for the City in HR. There was not really a lot to say except the plan must comply with all elements listed in the Federal Register. The plan is on the SFMPO website and staff sent copies for everyone this week for the November 18 meeting.

D. Update on the Pedestrian Master Plan – MPO Staff

Mr. Tibbetts announced that the first public meeting would be November 5 and others were scheduled at schools, the Southside Library and Chavez Community Center. They will be focused initially on schools and around schools and also bus stops. They were trying to pick low hanging fruit first. People could walk, or use transit with walking. They were also sending out a survey monkey and translating it into Spanish and they would keep it open to the public longer.

They would have a huge blowup of the city area to get an idea on sidewalks. It would show where there were sidewalks and if none, whether there was a dirt path or not. It would have other relevant details also.

From that point, staff would go to the next step to identify people who wanted to actively participate in the process.

There would be ads for it on NCRTD buses as well as Santa Fe Trails buses; Santa Fe Reporter, Green Fire Times, the New Mexican, grocery stores, libraries, etc. They would saturate the area as much as possible. If any members wanted to participate as a volunteer for any of them, he asked them to let him know.

Creative Santa Fe was kicking off a “Walk Santa Fe” promotion on Thursday as part of a national movement.

For Walkable Santa Fe they would have a legal ad in the New Mexican.

Mr. Aune asked if they were limiting it to sidewalks.

Mr. Tibbetts said this effort was not just infrastructure but crossings, ordinances, funding improvements, etc. It was now on existing conditions and it was yet to see where it would go – either on safety or sidewalks. They were trying to identify the big issues with this public input - to see walking as a viable transportation option. This was just the first step in existing conditions.

Ms. Baer asked how this interfaced with the Bicycle MP. Trail connectively and Complete Streets were elements. She would like to see that connection.

Mr. Tibbetts noted that right now walkways were seen as an afterthought. So this would be heavy toward Complete Streets - everything related to environment that accommodates cars, bikes, pedestrians. It wasn't as comprehensive as it should be but would be more so with the comprehensive plan.

Mr. Aune asked if the consultant would be at those meetings.

Mr. Tibbetts said the consultant would be at some of them but there won't be a presentation.

E. Update on the Highway Safety Improvement Program – MPO Staff

Mr. Wilson said they got an update from Steve Egan, the Coordinator for the HSIP. They were still in process on funds allocation. Right now the process called for projects once a year and it always seems late in the year. There will be a growing application process so that projects could be submitted at any time. Quarterly meetings would be considering the applications and they could meet more frequently if needed.

They were also revising the application form but he had not seen it yet. There might be time to reconvene the subcommittee to see how to process applications. Agua Fria/Cottonwood was one the MPO considered. He invited members to send him an email for their ideas. There might be \$25 million by late September. There was no limitation on size of projects any longer.

He said they planned to engage a consultant on re-evaluation of grade separated crossings and better designs for at-grade crossings. The kick-off meeting was last Thursday and with the consultant, they would get a draft report and report their findings back to the TCC.

F. Discussion of the Roadway Functional Reclassification – MPO Staff

Mr. Wilson handed out map and guidelines from DOT. There would be a meeting on November 5 to get clarification from them on how to move forward. He offered to give a link to the whole document. It outlined definitions and why they classify roadways and what goes into the evaluation process.

At the November meeting they will start the reclassification process. He would make some recommendations but TCC members could come with their own recommendations. He hoped they could arrive at a recommendation to TPB by January and on to NMDOT by March, 2014.

The map was the existing classifications from which they would start. There were some new roadways since it was done such as Jaguar Drive and others.

Ms. Baker asked if there were Complete Streets expectations.

Mr. Wilson clarified that referred back to AASHTO but this was just general criteria. He agreed that the Feds were requiring all modes of transportation to be included in the classifications.

Ms. Baker pointed out they had to retrofit for shoulders in some locations.

Mr. Wilson said the classifications wouldn't require retrofitting until they were at a point of reconstructing or improving.

Ms. Baer understood they were going from 23 to 7 classifications.

Mr. Wilson explained that the classifications were different for urban from rural. There used to be an urban collector and a rural collector and now there were just major and minor collectors.

Chair Romero said he saw in the documentation that "rural" or "urban" could be tacked on to any of them.

Mr. Wilson clarified that anything in our urban boundary would be urban.

Mr. Martinez thought they should just get rid of the City's classifications and rely on the MPO's.

Ms. Baer said classifications were not so much by volume of cars but the function of the road. Last week there was a legal issue on whether a road could be considered an arterial.

Chair Romero said they should not use volumes for sub-collector classifications on down.

Ms. Baer thought it was "mushier" than that - more subjective.

Mr. Wilson said there was some guidance in the full document. He agreed to email the link for it.

G. Update on the MPO Multi-use Trail Count Program – MPO Staff

Mr. Wilson showed a map where they were doing data collection. They purchased six infra-red counters and were placing them where no other heat source would impact the counts. They would be kept in the eight current locations for season to season changes. He agreed to email a link to that data also. He added that they put one on the Santa Fe Rail Trail at St. Mikes. There was one on the Rail Trail at the retaining wall near Rabbit Road; one near Genoveva Chavez Community Center; one on Acequia Trail near Ashbaugh Park; one on the River Trail southwest of Cristobal Colon; a couple near the caboose and one behind the School for the Deaf. They could record in 15 minute increments and upload the results at night to their office.

He described the collection data for Rail Trail there using graphs projected. Fridays seemed to be lowest numbers. He briefly summarized the data from the other locations.

They would continue counting and try to expand more out into the County. With a couple of them they wanted to get a full year's data.

Ms. Baker said the County has received some funding for County counters.

Mr. Wilson added that they had to be careful to select sites away from other sources of heat. He invited anyone who had a trail project and needed a counter to let him know. He said they could use trip counters in conjunction with infrared also.

H. Update on the Travel Demand Model– MPO Staff

Mr. Wilson said staff continued to work on the traffic demand model. They recently met with Santa Fe County Growth Management staff for 2 hours to determine where growth was projected. They went through the whole MPO data and found they were close to the numbers in their plan. So it gave him confidence in their model, using the software. He commented briefly on the growth area in southwest Santa Fe. The model might not completely account for all the growth. But this was their best estimate on it.

He showed the 25-year projection map. They wanted to use it as a model for the NE SE connector.

Then he showed the map for the MTP funding. He said what they still had to do was all along St Francis and 599 to complete the coding for the network modeling area and then recalibrate for the forecast and then they could write different scenarios.

Chair Romero asked if the model could account for commuter traffic as well as by-pass traffic.

Mr. Wilson said they took information from the state traffic demand model. It went from external to internal locations and then they matched them up. It wasn't the end all but did give useful data.

I. Update on the NMDOT Statewide Transportation Program Procedures Manual

Mr. Wilson reported that NMDOT was close to the approved version of the manual.

Ms. Griffin said they were at the third title. They were just waiting on FHWA for more changes and then they would try to get it out soon.

Mr. Wilson said FHWA tied up the processes being used at the MPO level. The manual outlined policies on what they needed to do and how they needed to do it for MTP, etc. There have been many sets of policies and this effort tries to put it into one document to clarify expectations on TIP and STIP policy procedures. It will have a unified planning program format which is different than what we've seen in the past. Once he got it from DOT he would share it with everyone.

Ms. Griffin said they were putting the various roles into writing and a uniform calendar.

3. MPO OFFICER REPORT

Mr. Wilson said they were in the hiring process. The job was advertised and applicants were being invited now for interviews. They might have it done by the November meeting to have a new planner on board. There were 17 applicants and 4 have been screened for interviews.

He said staff were just now settling into their new offices.

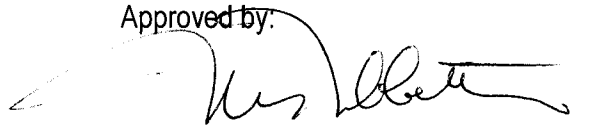
4. COMMUNICATIONS FROM TCC MEMBERS

There were no communications from TCC members.

5. ADJOURN - Next TCC Meeting: Monday November 18, 2013

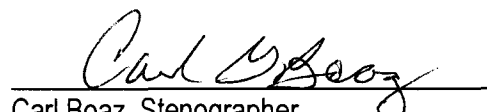
The meeting was adjourned at 3:20 p.m.

Approved by:



for John Romero, Chair

Submitted by:



Carl Boaz, Stenographer