



# Agenda

CITY CLERK'S OFFICE

DATE 4/14/14 TIME 11:40

PREPARED BY R. Lach

REVIEWED BY [Signature]

**MAYOR'S COMMITTEE ON DISABILITY**  
**THURSDAY, APRIL 17, 2014**  
**10:00 A.M.**  
**GENOVEVA CHAVEZ COMMUNITY CENTER**  
**3221 RODEO RD.**  
**CLASSROOM 1**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF THE AGENDA
4. APPROVAL OF MINUTES: MARCH 20, 2014
5. PUBLIC COMMENTS (15 MIN. TOTAL)
6. NEW BUSINESS
  - a) CITY'S PEDESTRIAN MASTER PLAN PRESENTATION BY CLAUDIA HORN, PLA, LEED, AP, DESIGN OFFICE AND MARK S. TIBBETTS, MPO OFFICER
7. OLD BUSINESS
  - a) MCD SUB-COMMITTEE REPORTS
  - b) FUNDING REQUEST FOR MAIN LIBRARY DOOR ENTRANCE DETERMINATION
  - c) TRANSITION PLAN SPREADSHEET UPDATE – DAVID CHAPMAN
  - d) COMMUNITY DAY, MAY 5, 2014 PREPARATIONS – CHARLES MAYNARD
  - e) CERTIFICATES OF APPRECIATION- MARCIA BOWMAN
  - f) BUDGET INFORMATION – DAVID CHAPMAN

ITEMS FROM MEMBERS AND STAFF (3 MINUTES)

8. ADJOURN

NEXT MEETING MAY 15, 2014

**PERSONS WITH DISABILITIES IN NEED OF ACCOMMODATIONS, CONTACT THE CITY CLERK'S OFFICE AT 955-6520, FIVE (5) WORKING DAYS PRIOR TO MEETING DATE.**

**THIS IS A FRAGRANCE FREE MEETING**

**\*\*Please notify Marcia Bowman, Chair at 438-4382 and/or David A. Chapman, Interim ADA Coordinator/Liaison, at 955-2012 if you are unable to attend.**

SUMMARY INDEX  
CITY OF SANTA FE  
MAYOR'S COMMITTEE ON DISABILITY

**ORIGINAL**

APRIL 17, 2014

<b>ITEM</b>	<b>ACTION TAKEN</b>	<b>PAGE(S)</b>
CALL TO ORDER		
ROLL CALL	No Quorum	1
APPROVAL OF AGENDA	No Quorum	1
APPROVAL OF MINUTES March 20, 2014	No Quorum	1
PUBLIC COMMENTS	None	1
NEW BUSINESS		
a) City's Pedestrian Master Plan Presentation	M. Tibbetts/C. Horn	3-7
OLD BUSINESS		
a) MCD Sub-Committee Reports	Discussed	2
b) Funding for Main Library Door-Determination:	Postponed	8
c) Transition Plan Spreadsheet Update	Discussed	2-3
d) Community Day (May 5) Preparations	Discussed	7
e) Certificates of Appreciation	M. Bowman	7
f) Budget Information	D. Chapman	7-8
ITEMS FROM MEMBERS AND STAFF	Discussed	8
ADJOURNMENT & Next Meeting	Adjourned 11:53 a.m. April 17, 2014	8

**MINUTES OF THE  
MAYOR'S COMMITTEE ON DISABILITY**

**SANTA FE, NEW MEXICO**

**April 17, 2014**

A scheduled meeting of the Mayor's Committee on Disability was called to order by Marcia Bowman, Chair on this date at approximately 10:00 a.m. at Genoveva Chavez Community Center, 3221 Rodeo Road, Classroom 1, Santa Fe, New Mexico.

Roll call indicated a lack of quorum as follows:

**Members Present:**

Marcia Bowman, Chair  
Dr. Charles Maynard  
Dave McQuarie

**Members Excused:**

Ron Ortiz Dinkel  
E. Mariam Jawar  
Roberta Hunt, Vice Chair  
Nancy Pieters

**Members Absent**

Mary McGinnis

*The Committee has one vacancy*

**Staff Present:**

David Chapman, Interim ADA Coordinator/Liaison

**Others Present:**

Joe Lujan, former ADA coordinator  
Mark Tibbetts, MPO  
Claudia Horn, Design Office  
Charmaine Clair, Stenographer

*Due to the lack of quorum the agenda and the minutes were not approved.*

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES-: March 20, 2014**

Under New Business, the statement "Mr. Chapman would reserve space ...and the Committee would man the tables would be better worded: the Committee members would *staff* the tables...

**PUBLIC COMMENTS** There was no public comment.

*The agenda items were revised to discuss the informational items due to lack of quorum.*

## **OLD BUSINESS**

### **a) MCD Sub-Committee Reports (Revised Agenda Order)**

- Transportation- Mary McGinnis-Not Discussed
- Media – Roberta Hunt-Not Discussed
- Plan Review- Dave McQuarie

Mr. McQuarie said he didn't review any plans for this meeting, but plans were reviewed that would be in next month's Committee packet. He said the curb ramps are supposed to be made accessible and he again recommended to the Governing Body that the expenditure of funds not be approved. The review was almost identical to a plan submitted in 2012, in which he said the same thing, but never heard a word.

He said he and Mr. Chapman met downtown, because he wanted to talk to the City engineer who does a lot of the projects about the way he does things. He said the engineer was directed by his boss not to show up.

Dr. Maynard said since he came onto the Committee he has walked around town and looked at curb cuts. He said it is stunning how irregular they are and he was appalled at everything he saw.

Mr. McQuarie said he couldn't get through to the City that they could not do one side of the street without doing the other side.

Chair Bowman asked Mr. Chapman to talk about items c) Spreadsheet Update.

### **c) Transition Plan Spreadsheet Update-David Chapman (Revised Agenda Order)**

Mr. Chapman said there is three parts in terms of the Transition Plan. The Public buildings were the first part and included the document the Committee has seen for the Main Library. Second is the nine locations mandated by the LOF letter to correct the curb cuts. He said that project has been completed and the final walk-through with the State was scheduled for Friday. However, employees were given half of the day off for Good Friday and the inspection would be rescheduled.

The third part of the Transition Plan is to assess the inventory "all rights of way" that have to be done, which is the streets and sidewalks. A meeting is scheduled Monday to meet with the consultant, the Purchasing Director Marcus Tapia, the Public Works Director Ike Pino and the City Manager Brian Snyder. He said Joe Lujan has offered to attend to help him through the process.

Mr. Chapman said he would have more to report after the meeting.

Mr. McQuarie asked if what was planned would do all public right of ways; not only sidewalks and corners, but bus stops. He described that some streets have a lot of T intersections such as Alameda between St. Francis Drive and Guadalupe. He said there is almost a mile where ambulatory people

could cross, but people using a mobility device could not. Mr. McQuarie said in the write up two are recommended to be done, at minimum.

Mr. McQuarie said at the end of Mr. Chapman's breakdown he noted in red: "Notice" and explains what would need to be done and why. Mr. McQuarie said if the City does not do that, the person who filed the complaint against the City/or Federal Highway should file a complaint with the Department of Justice (DOJ).

Mr. Chapman said he noted that the estimated half million dollar cost should be in next year's budget and stressed a couple of times that the money would be needed. He would have more information after meeting on Monday with the consultant.

Mr. McQuarie asked if the City still lacks a consultant on the Transition Plan public rights of way.

Mr. Chapman said a consultant has not been selected, but a representative (Arfi Khambatta) from Sally Swanson Architects would be in New Mexico and has contacted him about meeting. Mr. Chapman said he understood an organization is doing what needs to be done and has experience and has previously worked for the City. He plans to meet with the Purchasing Director Robert Rodarte.

Chair Bowman said she appreciates Mr. McQuarie's concerns that things have not been done correctly. She said what is in the past could not be fixed, but they can try to do it right in the future.

Mr. McQuarie said he would like a letter from MCD to the Governing Body asking the status of the previous Transition Plan update. The contractor was paid over \$150,000 just for the survey and the work was supposed to be done from 2011-2015 and hasn't been.

Chair Bowman said nothing could be done today, because there is no quorum.

## **NEW BUSINESS**

- a. City's Pedestrian Master Plan Presentation -Claudia Horn- PLA, Leed, AP, Design Office and Mark S. Tibbetts, MPO Officer

Mr. Tibbetts said he was not sure where Ms. Horn was, but he could speak about the presentation. He said Phase I is public input and had been completed. He said MPO has come to the MCD four times over three years and funding for Phase II is now approved.

Mr. Tibbetts explained that the SFMPO (Santa Fe Metropolitan Planning Organization) and the MPT (Metropolitan Transportation Plan) document is a federal requirement to guide transportation planning and investment of federal dollars. The plan is updated every five years and the last was in 2010 so another is due in 2015.

The 2010 Update specified that the priorities of various projects would be broken into categories by mode. The Bicycle Master Plan was created in 2012 to address multi-modal. He said Mr. McQuarie noted in the process of the Plan being developed that the Plan spoke only of bicycle interests.

Mr. Tibbetts said he agreed so a decision was made to develop a specific Pedestrian Plan in addition to the Transit Plan and Bicycle Plan. The Pedestrian Plan started last October with an initial public meeting and allowed MPO to do a survey. Eight public meetings were held City-wide in the MPO area. The survey was open for about three months; advertised in newspapers and on the radio and the MPO met around town and at the GCC.

Mr. Tibbetts said Ms. Horn would present the results of those public meetings. The focus was on Safe Routes to Schools and there is a PowerPoint of the entire Phase I with a presentation on the survey results.

He said for Phase II they are finding different venues like the Transit Advisory Board (TAB) AARP, schools, etc. to talk about specifics to identify the projects and policies that should be put in place.

Chair Bowman asked where the disabled community fits into the three areas; the Bicycle, the Pedestrian and the Public Transit Plans.

Mr. Tibbetts said there is a combination of bus transit and train and is in the Transit Plan as far as the pedestrian environment and the conditions of the sidewalk. He said the Transition Plan addresses the fine details with the hope that projects will develop from the Plan; but this is more to engage the public involvement, interests and investments.

*Ms. Horn arrived at the meeting at this time.*

Mr. Tibbetts said Ms. Horn would address the two biggest concerns; safety and lack of connectivity.

Mr. McQuarie explained the ADA definition for pedestrian is "open foot, wheelchair or skate board. He said that does not include bicycle or motorized vehicles.

Ms. Horn offered to e-mail the PowerPoint presentation to Chair Bowman. A summary of the presentation follows:

- The project was started in August, 2013 as a multi-phase project and mapping of existing sidewalk locations within the service area.
- Staff spent a few months looking at the public's perception of pedestrian issues in Santa Fe.
- Connectivity between County and City zones in the larger planning area of the MPO was looked at with a starting point the location of schools and transit stops. The most dense areas near the City proper were looked at (29 square miles) includes the annexation.
- All modes of public transit were looked at: the City transit, Rail Runner stops, State DOT Park and Ride, Regional transit stops up to Espanola and Taos and the Santa Fe Pick-up. The schools included schools; both public/private and universities.
- The inventory looked at where sidewalks occur and when sidewalks are on both sides of the street; one side or not at all. The total miles with both sides was about 1600 miles; on one side is 4000.
- Major urban trails were included (total of 21 paved miles) and within the service area 116 miles have segments of no sidewalk on one or both sides and there are 264 gaps.
- Everything is mapped in GIS and shows places with issues and the density of population. She explained the definition used for *sidewalk* is: a paved segment of at least four feet wide; paths and

crusher fine, etc. The conditions of the sidewalks were not assessed; only if the sidewalks exist or not.

Mr. McQuarie clarified that a sidewalk was only considered if "paved". He said ADA calls that an *accessible* route. He explained that accessible routes could include compacted crusher fine and bike trails as an accessible route according to ADA, but sidewalks are not mentioned.

Ms. Horn wasn't sure the map could be considered a map of accessible routes, because of the curbs.

- The data set would be given to the City in the hope they would track the gaps.
- In the public outreach of a series of eight public meetings over three weeks, people were asked to put sticky notes on a map of areas they knew with issues. People were encouraged also to fill out a survey to collect basic information about the individuals that respond: their pedestrian environment and current mode of transportation, etc.
  - There were 878 survey responses. The majority of responders are between age 45-74 and the 2010 City of Santa Fe Census was used as the benchmark. She said age groups under 24 and over 75 were underrepresented despite efforts to visit senior centers. The majority of respondents were female; most lived in a two person household and 26% have three or more people in the household. Families did not respond well; outreach would target families in the next phase.
  - Approximately 50% of people walk their neighborhood at least twice a week; more than 25% walk once a week to a restaurant, store or service provider and many never walk to work or school.
  - The current mode of transportation is 41% car, truck or motorcycle; 20% also use a bicycle and 30% also walk.
  - Comments from the maps at public meetings and surveys were put into GIS and organized into three categories. The larger the dot on the map, the more comments received in that location.
  - Specific comments of locations (like St. Francis Drive) and comments in general were received such as "we need better connectivity" and were categorized separately. Connectivity is an issue with 54% of responders; safety an issue with 40% and only 3% mentioned accessibility as an issue.

Mr. Tibbetts said as he moves along an accessible route he might think of connectivity as a route that suddenly becomes inaccessible, because of Chamisa bush, etc. That could also be considered as *maintenance* and he could also say that he couldn't access the route so that would be a bigger issue between modes with a major issue on the travel path. He said connectivity could be a combination of many things.

He said MPO is relying on citizen initiatives to make changes similar to the Sidewalk Angels. He told of one woman who initiated getting her neighbors and the Parks Department together to clear pathways.

Mr. Tibbetts said the MPO is interested in teaming with the Transition Plan that addresses specific needs, but also wants to address the disconnections. They want to identify purposeful trips from people make from where they live to where they need to go, such as schools and bus stops.

- The top two locations reflected on the map show a large concentration of issues along St. Francis Drive at Cordova and St. Francis Drive at Cerrillos. The top trajectory was St. Michaels.
- Phase II would focus on data of population density, employment centers and the locations of pedestrian hotspots.

Mr. Tibbetts explained REACH, a La Familia medical organization made up of different organizations. Generally from the South side of town the organization includes advocacy groups, the Farmers Market Institute, the City of Santa Fe, etc.

He said their comments on Airport Road were very problematic and pointed out that many people who live on the south side of town work at South Capitol or downtown; there are pockets of disparity in income and low English proficiency and new immigrant populations and many who don't have cars, but work multiple jobs. They generally use public transportation. MPO would work with some of those groups on the needs of their area.

- The timeline for Phase II is through the summer; a public meeting would be held in September and this Phase would be finalized in the fall. The intent is to form a citizen group to find ways to help evaluate the data and develop criteria to rate projects and improvements. The second phase would list projects with priorities in areas that would best serve the population if improved.
- Invitations to get citizens and professionals together would be sent in the next few weeks to rate and evaluate and move forward with the final priority list.

Mr. Tibbetts said MPO would welcome a member from MCD or staff to participate on the team.

Ms. Horn agreed. She said in the final document they would look at an overriding vision so as improvements are made to the pedestrian environment, they know what a comfortable pedestrian environment would be.

Mr. Chapman said there might be bigger opportunities in the Transition Plan to have disability items better reflected in the Pedestrian Plan; there are dimensions that could be incorporated better, such as the width of the sidewalk.

Mr. Tibbetts stressed the importance to incorporate *accessible* routes. He said MPO is trying to get away from sidewalk; the denotation of *side of the road* and narrowly defined requirements that barely meet the minimum.

Mr. Tibbetts said Santa Fe is attracting more retirees and speaker Dan Burton addresses how to make the community a place people want to stay in for the rest of their life. He said that is critical for the plan to address. He said Mr. Burton has been speaking on walk-ability issues for 35-40 years and he would urge members to attend a presentation.

Ms. Horn said the Pedestrian Plan is a living document and would be updated every five years.

Chair Bowman thanked Mr. Tibbetts and Ms. Horn for their presentation.



- b) Funding Request for the Main Library Door Entrance- Determination- Not Discussed
- c) Transition Plan Spreadsheet Update-David Chapman- Previously Discussed
- d) Community Day- May 5, 2014 Preparations- Dr. Charles Maynard

Chair Bowman confirmed that Mr. Chapman has obtained a table, canopy and sign.

Mr. Chapman said he pulled items used for handouts and would make more copies; the etiquette and documents that explain ADA, etc. He has registered the spot and would set up and break down and would be in attendance most of the day.

Chair Bowman said she would send an e-mail to confirm who would attend. She noted that she would attend for a large part of the day and Mr. McQuarie would be there from 10 to two. Mr. Chapman added that Ms. McGinnis mentioned she would be there a couple of hours.

- e) Certificates of Appreciation- Marcia Bowman

Chair Bowman said she has done nothing further.

- f) Budget information- David Chapman

Mr. Chapman said he passed out spreadsheets for members to review on the existing budget for the ADA money. He said there is nothing in writing that states what the Committee could spend money on. He said the bond money was originally \$300,000 and is now \$208,497, and must be spent on ADA improvements.

He explained CIP funding has \$324,420 with a remaining balance of \$24,420 and is more flexible on what the money could be spent on. He said he submitted paperwork to attend the ADA symposium for training and that has to come from the MCD's line item and he thought the most logical would be the CIP money.

Mr. Chapman said his boss Marcos Tapia has been supportive of MCD endeavors. After he explained the situation with the Main Library to Mr. Tapia he was told he could proceed. He wrote a memo to City Manager Brian Snyder and the memo would be in the packet at the next meeting. He said the City is supportive about fixing the library door, but wants the Committee to use the CIP money to do the repair.

Mr. Lujan clarified the separation of CIP money. He said the money was originally lumped into the \$300,000, making a total of \$324,000. He said at the time, the Federal Highway complaint had to be resolved and the entire amount (\$324,000) would be used for that and the balance would be used for the Transition Plan.

He explained that the 9 intersections that need to be done should have been from the budget of Dave Catanach's in the Streets Division. The \$24,000 is in addition to the \$300,000 and is leftover and lumped into the ADA improvement budget.

Mr. Chapman said he reviewed the account in the database to look at the exact amount on the books and the figures are accurate as of this date. He said the expense for the automatic door openers has not been paid and is not yet reflected, but he was confident the balance is \$227,000 of ADA money.

Chair Bowman said the Library repair could be addressed next month.

#### **ITEMS FROM MEMBERS AND STAFF**

Mr. Chapman said at the last TAB meeting an additional member from the MCD was requested for the subcommittee that is being established. He said Ms. McGinnis would have additional information.


Chair Bowman said Ms. McGinnis has talked with Ms. Hunt about the subcommittee position.

Mr. Chapman added it is self-serving to have more MCD members feathered out on other teams. He would be working on the Transition Plan and the knowledge could use in conversations; especially if the City has to go out to bid.

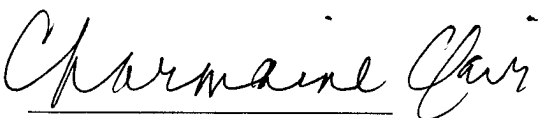
#### **ADJOURNMENT & NEXT MEETING: May 15, 2014**

*Having completed the agenda and with no further business, the meeting adjourned at 11:53 a.m.*

Approved by:

  
\_\_\_\_\_  
Marcia Bowman, Chair

Submitted by:

  
\_\_\_\_\_  
Charmaine Clair, Stenographer