



## Agenda

**Regular Meeting of the Transit  
Advisory Board  
March 19, 2026 at 5:00 PM  
Santa Fe Transit Training Room  
2931 Rufina Street**

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### Procedures for Transit Advisory Board Meeting

**Join on Zoom:** [https://santafenm-  
gov.zoom.us/j/85146885332?pwd=vz8Ub1HnJ16u1eSj5utICE0YBEmX8y.1](https://santafenm.gov.zoom.us/j/85146885332?pwd=vz8Ub1HnJ16u1eSj5utICE0YBEmX8y.1)

**Meeting ID:** 851 4688 5332

**Passcode:** 162429

1. Call to Order
2. Roll Call
3. Approval of Agenda
  - a. 3.19.26 Transit Advisory Board Agenda
4. Approval of Minutes
  - a. Request for Approval of the December 11, 2025, Transit Advisory Board Meeting Minutes.
  - b. Request for Approval of the January 15, 2026, Transit Advisory Board Meeting Minutes.
5. Public Comment
6. Discussion and Possible Action Items
  - a. Gabrielle Chavez - Budget Review/ Discussion
  - b. Southside Terminal Funding Discussion
  - c. BPAC Meeting Update: 2013-60 Resolution (14 Enrolled for FY26)
  - d. MPO-TCC Update: New Chair Appointment
  - e. MTC Bus Stop & Route Deviation Cost Discussion
  - f. TAB Membership Update & Potential Vacancy
  - g. PassioGo & Website Updates; Packet Distribution & Potential TAB Web page

7. Next Meeting:

- a. April 16th, 2026 5 p.m. - 7 p.m.

8. Adjourn

Persons with disabilities in need of additional accommodations, contact the City Clerk's office at 505-955-6521, five (5) working days prior to meeting date.



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  - a. Southside Terminal Funding Discussion
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## MINUTES

Regular Meeting of the Transit  
Advisory Board  
December 11, 2025 at 5:00 PM  
Santa Fe Transit Training Room  
2931 Rufina Street

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### Procedures for Transit Advisory Board Meeting

Join on Zoom: <https://santafenm.gov.zoom.us/j/85146885332?pwd=vz8Ub1HNJ16u1eSj5utlCE0YBEmX8y.1>

Meeting ID: 851 4688 5332

Passcode: 162429

1. Call to Order
2. Roll Call
3. Approval of Agenda
  - a. December 11, 2025 -  
@5:16 All in favor
4. Approval of Minutes
  - a. Approval of minutes for September 18th, 2025 - @5:17 All in favor 9/18/2025 minutes
  - b. Approval of minutes for October 16th, 2025 - @5:18 All in favor 10/16/2025 minutes
5. Public Comment
  - a. Comments from Dennis Dickinson – None took place/ did not attend
6. Matters From the Board
7. Presentations
  - a. Emergency Management Plan – Carried Over to January meeting.
8. Discussion and Possible Action Items
  - a. Emergency Management TAB Coordinator for volunteerism
  - b. Discussion/ Action/ Funding for South Side Terminal
    1. Update from Transit
    2. Draft Letter Discussion

@6:15 Discussion of South Terminal. Readdress w/ Andrew & Gabrielle (Carried Over).

Transit Advisory Board

December 11, 2025

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c. Introduction, Invitation, Key Topics,

d. Board Membership Updates

1. New "At Large" member

@6:27 Board Membership; vacancies and resignations. Interest in seeking new member appointments in 2026 ("At Large" & "Tourism") to facilitate staggered terms.

@6:39 2026 Calendar and meeting schedule (to be incorporated on website and sent to City Clerk, all in favor.

e. 2026 year's Calendar and Meeting Dates

1. Confirm Agenda and email distribution schedule – Approval All In Favor

9. Next Meeting:

a. January 15th, 2026

10. Adjourn

Persons with disabilities in need of additional accommodations, contact the City Clerk's office at 505-955-6521, five (5) working days prior to meeting date.



## Minutes

**Regular Meeting of the Transit  
Advisory Board  
January 15, 2026 at 5:00 PM  
Santa Fe Transit Training Room  
2931 Rufina Street**

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### Procedures for Transit Advisory Board Meeting

**Join on Zoom:** <https://santafenm.gov.zoom.us/j/85146885332?pwd=vz8Ub1HNJ16u1eSj5utlCE0YBEmX8y.1>

**Meeting ID:** 851 4688 5332

**Passcode:** 162429

1. Call to Order -
2. Roll Call – In attendance: A. Archuleta, A. Bleck, O. Conley, C. Messer, D. Shapiro, S. Sheldon. Absent: M. Maez, M. Meyer. Excused: J. Cucalon.
3. Approval of Agenda – Motion to amend agenda By D. Shapiro— Add to Discussion/Possible action addition of member to TAB board. Further discussion to website and other changes. Further discussion moved by S. Sheldon/2<sup>nd</sup> C. Messer. All voted in favor.
4. Approval of Minutes
  - a. Request for Approval of the December 11, 2025, Transit Advisory Board Meeting Minutes. – At 5:13pm a motion to carry over to next meeting to have time for better distribution by S. Sheldon. Moved by D. Shapiro/2<sup>nd</sup> A. Archuleta.
5. Public Comment - initiated at 5:14; No public comment.
6. Presentations -
  - a. Emergency Management Plan – Presentation by Andrew Baca at 5:17 pm.
  - b. Meet Nick Sofoul Executive Director of North Central RTD – Introduction and discussion at 5:34 pm.
7. Discussion and Possible Action Items -
  - a. Emergency Management TAB Coordinator for volunteerism - Motion to identify members interested on the board and work with staff to develop participation at 6:26pm. Moved by D. Shapiro/2<sup>nd</sup> C. Messer. Sub comm. Motion carried unanimously at 6:26pm.
  - b. Discussion/ Action/ Funding for South Side Terminal -

1. Update from Transit – Andrew Baca and Gabrielle Chavez provided insight of current status and planned future at 6:32 pm.
  2. Draft Letter Discussion – A discussions and decision was reached to place on hold this creation until Mayor has further insight.
8. Next Meeting:
- a. March 19th, 2026 - Announced
9. Adjourn – At 7:06pm.

Persons with disabilities in need of additional accommodations, contact the City Clerk's office at 505-955-6521, five (5) working days prior to meeting date.

1 **CITY OF SANTA FE, NEW MEXICO**

2 **RESOLUTION NO. 2013-60**

3 **INTRODUCED BY:**

4  
5 Councilor Dominguez  
6 Councilor Bushee

7  
8  
9  
10 **A RESOLUTION**

11 **RELATING TO HEALTHY LIFESTYLES AND A CLEAN ENVIRONMENT; DIRECTING**  
12 **STAFF TO DESIGN A BUS PASS REBATE PROGRAM FOR RESIDENTS OF SANTA FE**  
13 **WHO ACQUIRE, BY PURCHASE FROM A PARTICIPATING BICYCLE VENDOR OR**  
14 **ACQUIRE BY PROVIDING VOLUNTEER SERVICES TO A PARTICIPATING BICYCLE**  
15 **VENDOR A BICYCLE AND/OR BICYCLE EQUIPMENT AND REALLOCATING \$50,000**  
16 **FROM THE CIP FUND DESIGNATED FOR A BIKE SHARING PROGRAM TO THE**  
17 **TRANSIT DIVISION TO BE DESIGNATED FOR CAPITAL EXPENDITURES IN ORDER**  
18 **TO ALLOW A BUDGET TRANSFER FROM THE GENERAL FUND TO BE USED FOR**  
19 **COSTS ASSOCIATED WITH THE BUS PASS PROGRAM.**

20  
21 **WHEREAS,** the continuing increase in gasoline prices has created an economic burden to  
22 Santa Fe residents which has resulted in an increased use of bicycles and increased ridership on the  
23 Santa Fe Trails transit system; and

24 **WHEREAS,** on January 9, 2013, the Governing Body adopted the Airport Road Overlay  
25 District Ordinance, Ordinance No. 2013-1 (“Ordinance”); and

1           **WHEREAS**, the purpose and intent of the Ordinance includes the promotion of a healthy and  
2 safe environment through less dependence on the automobile; and

3           **WHEREAS**, the City of Santa Fe is a bicycle friendly community and has been recognized  
4 as such by the League of American Bicyclists; and

5           **WHEREAS**, the cost of purchasing a bicycle and safety and commuter equipment are often  
6 barriers that keep people from using a bicycle as a means of transportation, however, over time using  
7 a bicycle will far outweigh the cost of using an automobile; and

8           **WHEREAS**, establishing a bus pass program that will provide a free bus pass incentive in  
9 exchange for a bicycle and/or bicycle equipment acquired by purchase from a participating bicycle  
10 vendor or acquired by providing volunteer services to a participating bicycle vendor will encourage  
11 residents to live automobile-free which is in the best interest of the public health and the environment  
12 of the city of Santa Fe; and

13           **WHEREAS**, such an initiative will support local businesses help keep money circulating in  
14 Santa Fe which benefits our local economy.

15           **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**  
16 **CITY OF SANTA FE** that staff is directed to:

- 17           • Design a bus pass rebate program for residents of Santa Fe who acquire by purchase  
18           from a participating bicycle vendor or acquire by providing volunteer services to a  
19           participating bicycle vendor a bicycle and/or bicycle equipment:
  - 20           ▪ The program shall define a participating bicycle vendor as a for profit or non-  
21           profit entity that sells or allows for the provision of volunteer services in return  
22           for a bicycle or bicycle equipment;
  - 23           ▪ The entity shall apply to the City to become a participating bicycle vendor in  
24           accordance with City application procedures to be developed by staff and brought  
25           back through the committee and Council process for approval;



**City of Santa Fe – Planning Brief**  
**Bus Route De-Deviation (< 0.5 Mile) & ADA Bus Stop Construction**  
**Prepared for Planning, Public Works, and Transit Coordination**

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**Purpose**

This brief provides planning-level cost estimates and considerations for creating a small deviation (less than 0.5 mile) from an existing bus route and constructing a fully ADA-compliant bus stop.

These estimates support budgeting, corridor planning, grant applications, and interdepartmental coordination.

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**1. Route Deviation (≤ 0.5 Mile)**

**Typical Improvements**

- Pavement strengthening for bus loading
- Turnout or pull-out construction (if required)
- Curb, gutter, and striping modifications
- Drainage improvements
- Traffic control adjustments
- Right-of-way or easement acquisition (if needed)

**Planning-Level Cost Range**

<b>Complexity</b>	<b>Estimated Cost</b>
Minimal (existing roadway)	\$25,000 – \$75,000
Moderate (turnout, pavement strengthening)	\$100,000 – \$300,000
Complex (drainage, curb, ROW impacts)	\$300,000 – \$750,000+

**Typical Santa Fe Conditions:**

Most deviations fall between **\$150,000 – \$350,000** unless drainage or utilities create additional complexity.

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**2. ADA-Compliant Bus Stop Construction**

**Required ADA Elements**

- Concrete boarding pad (minimum 5 ft × 8 ft)
- Accessible path of travel
- ADA curb ramps & detectable warnings
- Bus stop sign and pole

**Common Enhancements**

- Passenger shelter
- Bench and trash receptacle
- Lighting (solar or electrical)

- Bike rack
- Real-time arrival display (optional)

### Planning-Level Cost Range

Stop Type	Estimated Cost
Basic ADA pad & access	<b>\$8,000 – \$20,000</b>
Pad + ramps + accessible path	<b>\$20,000 – \$50,000</b>
Shelter & amenities	<b>\$35,000 – \$90,000</b>
Enhanced stop (lighting & RTPI)	<b>\$75,000 – \$140,000</b>

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### 3. Combined Project Estimate

Project Scope	Estimated Total
Low complexity deviation + stop	<b>\$60,000 – \$150,000</b>
Typical real-world project	<b>\$200,000 – \$450,000</b>
Higher complexity corridor work	<b>\$450,000 – \$850,000+</b>

#### Planning Placeholder:

City staff often budget approximately **\$250,000 per deviation-stop project** for early planning purposes.

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### 4. Primary Cost Drivers

Costs increase when projects include:

- Drainage channels or arroyo crossings
  - Utility relocation
  - Right-of-way acquisition
  - Extended sidewalk construction for ADA access
  - Electrical trenching for lighting
  - Work on NMDOT roadways (permitting & design standards)
- 

### 5. Planning & Coordination Considerations

#### Transit Operations

- Travel time impacts and schedule reliability
- Ridership demand and accessibility improvements
- Paratransit efficiency benefits

#### Public Works & Engineering

- Drainage and stormwater compliance
- ADA connectivity to sidewalks and crossings
- Long-term maintenance responsibilities

## Community & Safety

- Improved accessibility and equity of access
  - Passenger safety and comfort
  - Lighting and visibility enhancements
- 

## 6. Funding Eligibility

Eligible funding sources may include:

- FTA Section 5307 Urbanized Area Formula Funds
  - FTA Section 5339 Bus & Bus Facilities
  - Congestion Mitigation & Air Quality (CMAQ)
  - State transit or safety funds
  - Local capital improvement programs
- 

## Summary

A small route deviation paired with a full ADA bus stop typically costs **\$200,000 to \$450,000** under typical Santa Fe conditions. Projects involving drainage, utilities, or right-of-way impacts may exceed this range.

Strategically implemented deviations can improve accessibility, safety, and system usability while supporting ADA compliance and long-term transit system efficiency.

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## Operating Impact Overview

A deviation of less than 0.5 mile typically adds:

- **0.5–1.0 additional miles per round trip**
  - **3–6 additional minutes of travel time per trip**
  - Increased vehicle cycles, braking, and idling
  - Additional driver labor time
  - Increased fuel consumption and maintenance frequency
- 

## Annual Operating Cost Components

### 1. Operator Wages & Benefits

Additional route time requires more paid operator hours.

#### Assumptions

- Added time: 4 minutes per trip (average)
- 20 trips per day
- 255 weekday service days
- Operator wage + benefits: **\$38–\$45/hour**

#### Annual Cost

- 340 additional service hours/year
  - **Estimated Cost: \$13,000 – \$15,300**
-

## 2. Fuel Consumption

Increased mileage and idling raise fuel usage.

### Assumptions

- +0.75 miles per trip (average)
- 20 trips/day × 255 days = 5,100 trips/year
- Added mileage: ~3,825 miles/year
- Fleet average: 4.5 MPG (CNG or diesel equivalent)
- Average fuel cost: \$2.50 – \$3.50 per gallon equivalent

### Annual Cost

- 850 gallons/year (approx.)
  - **Estimated Cost: \$2,100 – \$3,000**
- 

## 3. Vehicle Wear & Tear (Maintenance & Parts)

Additional stopping, turning, and mileage accelerate wear on:

- brakes
- suspension
- tires
- doors & kneeling systems
- drivetrain components

### Industry Planning Estimate

- \$0.75 – \$1.25 per additional mile

### Annual Cost

- 3,825 miles × rate
  - **Estimated Cost: \$2,900 – \$4,800**
- 

## 4. Preventive Maintenance & Lifecycle Impacts

More mileage increases service intervals and shortens component lifespan.

### Includes

- More frequent inspections and servicing
- Increased tire replacement frequency
- Earlier brake system servicing

### Annualized Impact Estimate

- **\$1,500 – \$3,000**
- 

## 5. Scheduling & System Efficiency Impacts

Small deviations can affect schedule reliability and require recovery time adjustments.

### Potential impacts

- Reduced on-time performance buffer
- Need for additional runtime padding
- Increased dispatcher oversight

### Estimated Operational Impact

- **\$1,000 – \$3,000 annually** (indirect)
- 

#### **Total Estimated Annual Operating Impact**

<b>Cost Category</b>	<b>Annual Estimate</b>
Operator wages & benefits	<b>\$13,000 – \$15,300</b>
Fuel	<b>\$2,100 – \$3,000</b>
Maintenance & wear	<b>\$2,900 – \$4,800</b>
Preventive maintenance	<b>\$1,500 – \$3,000</b>
Scheduling/efficiency impacts	<b>\$1,000 – \$3,000</b>

#### **Estimated Annual Total**

**\$20,500 – \$29,000 per year**

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#### **Long-Term Budget Consideration**

Over a 10-year period, a single deviation may add:

**\$205,000 – \$290,000 in operating costs**

This ongoing cost should be evaluated alongside capital construction costs and ridership benefit.

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#### **Planning Guidance**

A route deviation is typically justified when it:

- Significantly improves ADA accessibility
  - Serves high ridership generators (medical, senior housing, schools)
  - Improves safety or eliminates unsafe crossings
  - Reduces paratransit demand and costs
  - Supports equity and access goals
-