



Agenda

CITY CLERK'S OFFICE

DATE 4-18-17 TIME 9:38am

FILED BY Lois Amador
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**TRANSIT ADVISORY BOARD MEETING
TUESDAY, APRIL 25, 2017
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: FEBRUARY 28, 2017

PUBLIC COMMENT

DISCUSSION ITEMS:

1. FY 17/18 BUDGET UPDATE- STAFF
2. ROUTEMATCH UPDATE- STAFF
3. STAFFING UPDATE – STAFF
4. CNG FACILITY UPDATE- STAFF
5. SOUTHSIDE TRANSIT CENTER UPDATE– STAFF
6. DOWNTOWN (SHERIDAN) TRANSIT CENTER UPDATE – STAFF
7. SYSTEM RIDERSHIP – FIXED ROUTE, PARATRANSIT, AND SF PICK-UP- STAFF
8. CUSTOMER COMMENT/COMPLAINT SYSTEM – STAFF
9. OPERATIONS AND MAINTENANCE -- THOMAS MARTINEZ

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.

Transit Advisory Board
Meeting Index
April 25, 2017

Cover Page		0
Call to Order	Chair Colin Messer called the meeting of the Transit Advisory Board to order at 5:03 p.m. at the Santa Fe Trails Facility, 2931 Rufina Street, Santa Fe, NM.	1
Roll Call	A quorum was established with roll call.	1
Approval of the Agenda	Mr. Calvert moved to approve the agenda as amended with a second from Ms. Estrada which passed by voice vote.	1
Approval of Meeting Minutes of February 28, 2017	<p>Corrections: Pg. 2 Paragraph 2 Change Bus to all Paratransit vehicles.</p> <p>Mr. Calvert moved to approve the minutes of February 28, 2017 as amended with a second from Ms. Bleck which passed by voice vote.</p>	2
Public Comment	Discussion Only	2
Discussion Items: 1. SFCC 2. FY 17/18 Budget Update 3. Routematch Update 4. Staffing Update 5. CNG Facility Update 6. Southside Transit Center Update 7. Sheridan Design and Update 8. System Ridership-Fixed Route, Paratransit, and SF Pick Up 9. Customer Comment/Complaint System 10. Operations and Maintenance	Discussion Only	2,3 3 3 3 3 3,4 4 4 4 4,5
Public Comment	Discussion Only	5
Adjourn	There being no further business to come before the Transit Advisory Board Mr. Calvert moved to adjourn at 6:51 p.m. with a second from Ms. Estrada which passed by voice vote.	5
Signature Page		5

Transit Advisory Board Meeting

Tuesday, April 25, 2017

5:00 p.m. to 7:00 p.m.

Santa Fe Trails Transit Facility
2931 Rufina Street Santa Fe, NM

1. CALL TO ORDER

Chair Colin Messer called the meeting of the Transit Advisory Board to order at 5:03 p.m. at the Santa Fe Trails Facility, 2931 Rufina Street, Santa Fe, NM. A quorum was established with roll call.

2. ROLL CALL

Present

Colin Messer, Chair
Aurore Bleck
Chris Calvert
Rebecca Estrada
Stan Cooper

Excused

Alexandra Mazares
Mary McGinnis
Paul Thompson

Others Present

Erik Aune, MPO
Keith Wilson, City Transit
Thomas Martinez, City Transit Director of Operations
Lois Amador, City of Santa Fe Transit Staff
David McQuarie, Citizen
Ian Kleats, SF Community College
Jennifer Gallegos, SF Community College.
Linda Vigil, Stenographer

3: APPROVAL OF AGENDA

Chair Messer announced visitors from the SFCC are here tonight and he would like to add to the first item of discussion items.

MOTION: Mr. Calvert moved to approve the agenda as amended with a second from Ms. Estrada which passed by voice vote.

4. APPROVAL OF MINUTES: February 28, 2017

Corrections:

Pg. 2 Paragraph 2 Change Bus to all Paratransit vehicles.

MOTION: Mr. Calvert moved to approve the minutes of February 28, 2017 as amended with a second from Ms. Bleck which passed by voice vote.

5. PUBLIC COMMENT

Mr. McQuarie will speak during items 5 and 6.

6. DISCUSSION ITEMS

1. SFCC

Mr. Kleats and Ms. Gallegos discussed the survey they are conducting on public transportation. (See Exhibit A) Mr. Kleats explained how the research is being funded. He is working through a partnership between SFCC, SFPS and SF Community Foundation.

Ms. Gallegos explained she has been working with Ms. Estrada on the transportation issue to the college and coordinating class schedules. It seems to be a problem to connect students to the train back to Albuquerque.

Mr. Kleats stated the analysis will require they know where the students are all traveling from. The other piece is to know the transit routes. They are aware that the Transit Department uses Routematch if they had some key data from it they can get their information. Mr. Kleats briefly discussed the work being done at Innovate Educate and the prototype interfaces they have.

Chair Messer asked Mr. Wilson to discuss Item 2 since they are on the subject. Mr. Wilson explained that he can discuss the data extraction with the Legal department. Not all the information has proved to be accurate. Mr. Wilson has been trying to get Google Transit however there are some legal issues with it and it has not been allowed.

Mr. Wilson explained there is some funding to conduct a system analysis to look at what improvements can be made. This can be done by fall.

Mr. Wilson explained the contract with Routematch is over in November and they are looking at a new program called TransLoc. It appears to be more technologically advanced. Mr. Wilson explained all the features the program has. The paratransit and fixed route can be tracked in real time as well. The program will update the paratransit drivers. The phone app for users would be included, as it is now a separate company contracts for it.

Mr. Wilson will have a more in depth presentation on TransLoc at the next meeting. They would like to have a lapse in the two systems and run them simultaneously so that they can identify the issues if any.

Mr. Cooper asked the number of students at the Community College who use public transportation, Ms. Gallegos stated even with the survey they could not gather a number.

A brief discussion was held about public transportation from those at the HEC campus. Ms. Estrada explained the classes they offer there.

Ms. Gallegos stated that may a way to incorporate more evening and weekend classes. Ms. Estrada explained the cohort that can be built like the SF County cohort where business classes were offered at their place of business.

Mr. Calvert mentioned the funding that was once available for the gaps in between, such as a shuttle. Ms. Estrada stated they will look at all options when the next schedule comes out in the fall. There will be new partnerships.

Mr. Wilson discussed the tourist aspect of transportation. Mr. Kleats gave the example of what Baltimore did. Mr. Wilson mentioned the importance of keep the information up to date. There is a feature on the new program that allows for updates.

Chair Messer asked where most of the students travel from, Mr. Kleats stated the Southside of town.

2. FY 17/18 BUDGET UPDATE

Mr. Wilson reported the Transit Department went before the Finance Committee last week. They have approved \$12.7 million for next year. There will be \$900,000 allocated to buy new buses.

A brief discussion was held about the GRT and the percentage that will be given to transit.

Mr. Martinez explained they would like to buy the buses they need in increments rather than all at once.

Chair Messer mentioned the selling of some of the older buses. Also, there is a \$19.3 million-dollar settlement that will be awarded to several states. A third-party trustee will oversee it.

A brief discussion was held about the old buses that are no longer running.

3. ROUTEMATCH UPDATE

Discussed above.

4. STAFFING UPDATE

Mr. Martinez updated the board, there are three employees in training. They lost a driver to Environmental Services. A discussion was held about the few extra dollars they offer. Mr. Wilson stated there is to be a reclassification study done city wide. Mr. Cooper asked about overtime, Mr. Martinez stated there is still some but not as much.

5. CNG FACILITY UPDATE

Mr. Wilson stated they will update the RFP and get it out within the next month. Mr. Wilson stated they are looking for pay back through fuel costs.

A brief discussion was held on the maintenance of the facility. Mr. Wilson stated the current contract expires in September so they will need to get the RFP done quickly.

6. SOUTHSIDE TRANSIT CENTER UPDATE

Mr. Wilson reported the plans are at 95% design with the ADA review it needs a few things. They are working with the Governor's Commission on Disability to locate the proper requirements for the bus platforms. So far Mr. Wilson has only found train platform regulations.

Mr. McQuarie who sits on the Mayors Committee on Disability reviewed the plans however they are only 60% ADA compliant. There needs to be a safe pedestrian route from Cerrillos Road and there is not any parking.

A discussion was held about the yellow striping that needs to be placed on curbs and steps.

Mr. Wilson states all these issues can be addressed. The connection from Cerrillos Road to the center may be cumbersome, they will need to make that a separate project.

Mr. Wilson explained the federal funds are still tied up and they are months away from bidding.

Mr. McQuarie mentioned the issue of transgender restrooms. Mr. Wilson states those issues will also be addressed.

7. SHERIDAN DESIGN AND UPDATE

Mr. Wilson reported they are still waiting to hear from the FTA. They were going to require an environmental assessment and there was talk of moving a sewer line. Chair Messer urged them to get it going with the upcoming tourist season and fall events, the project needs to get done.

Mr. Wilson stated there are the same platform issues as the Southside project. Mr. McQuarie stated they need a traffic plan in accordance with the state law.

8. SYSTEM RIDERSHIP-FIXED ROUTE, PARATRANSIT, AND SF PICK UP

Mr. Martinez reported ridership is almost where it was at last year. The money is up slightly. On time performance is down a little due to staffing. (See Exhibit B)

9. CUSTOMER COMMENT/COMPLAINT SYSTEM

Mr. Martinez reported all complaints should be resolved and they should not be older than a month. should be 100% updated. (See Exhibit C)

10. OPERATIONS AND MAINTENANCE

Mr. Martinez reported one issue with the GM oil pump on an Arboc bus. (See Exhibit D) The item was under warrantee but some old paperwork had to be recovered. It should be fixed by next week.

Chair Messer asked about the staff in the shop. Mr. Martinez stated there is one service technician vacancy. There are now two supervisors for Paratransit.

Mr. Wilson mentioned the notice of TAB re-appointments that goes before City Council tomorrow night. (See Exhibit E)

Chair Messer asked for a brief update on the NCRDT feasibility study. Mr. Martinez stated in their last meeting they still have not finished interviewing their Board members.

They are looking at June to present their draft recommendations, they would then present to City Council.

Mr. Cooper updated the board on the NM Transit Association efforts. The House Bill (HB 349) was pocket vetoed. Their lobbyist will keep his contract and continue it the next session. They will be working on building the public image and raising awareness to public transportation.

A discussion was held about the opening of the Zia station and the parking there.

7. PUBLIC COMMENT

There was not any Public Comment.

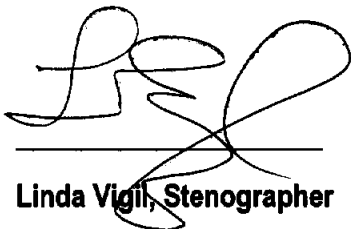
8. ADJOURN

There being no further business to come before the Transit Advisory Board Mr. Calvert moved to adjourn at 6:51 p.m. with a second from Ms. Estrada which passed by voice vote.

SIGNATURES

A handwritten signature in black ink, appearing to read 'Colin Messer', written over a horizontal line.

Colin Messer, Chair

A handwritten signature in black ink, appearing to read 'Linda Vigil', written over a horizontal line.

Linda Vigil, Stenographer

SFCC Public Transportation Analysis Project

Executive Summary:

- Public transportation accessibility has been identified as an area of concern for SFCC students.
- It is unclear how well current course scheduling accommodates student use of public transit.
- Open source transportation analysis packages provide tools to enact data-driven policy to better serve our students needs while promoting environmentally-friendly activity.
- These tools require knowledge of where our students are traveling from – which SFCC has – and transit route/scheduling data – to which the city of Santa Fe has access but SFCC does not.

Purpose: The purpose of this project is to understand the challenges and direct or indirect costs associated with using the public transportation system in Santa Fe to travel to the Santa Fe Community College campus. This analysis will support policy efforts to improve access for SFCC students who use public transit as their primary mode of transportation and to increase utilization of the public transit system by SFCC students and employees.

Background: At the January meeting of the SFCC Governing Board, the Marketing and Public Relations department and the Office of Planning and Institutional Effectiveness presented a report on SFCC's market penetration in Santa Fe County. The report integrated geocoded student address data with population statistics from the American Community Survey to identify geographic areas, specifically in the form of census tracts, for intensive recruitment efforts.

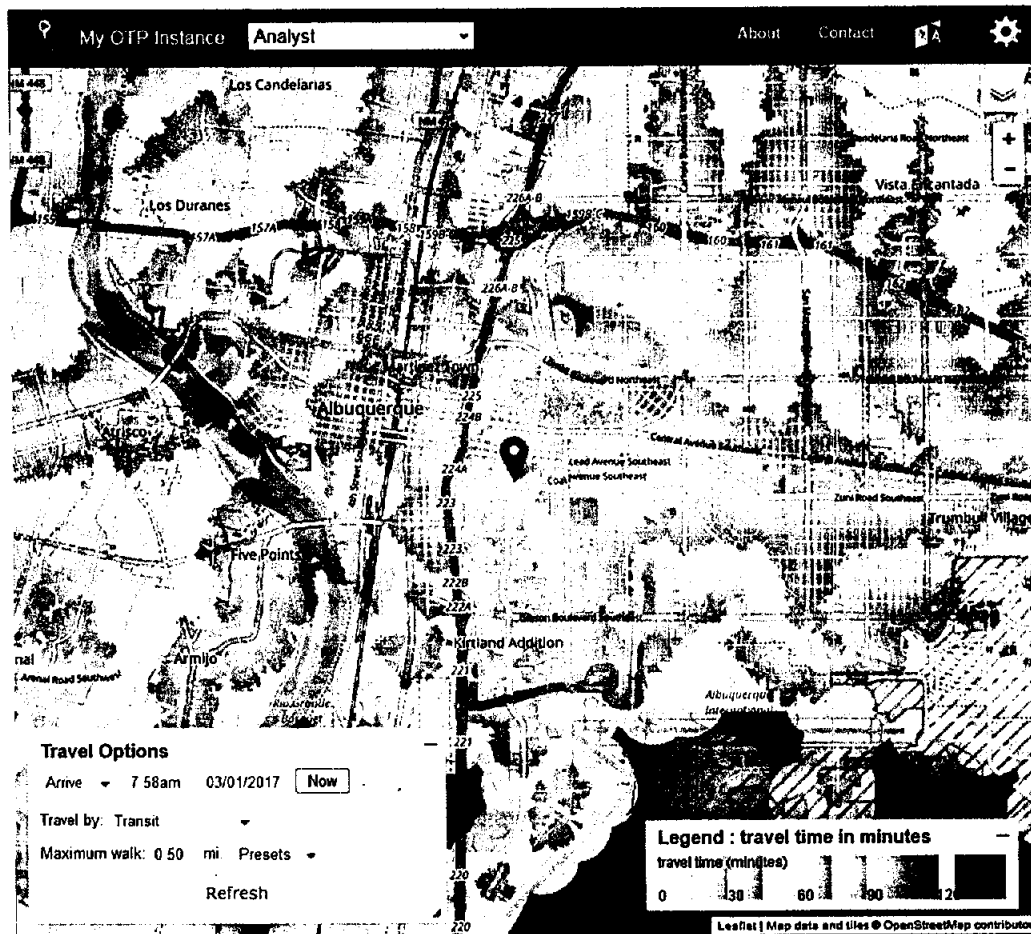
Santa Fe Trails recently began offering potential riders the ability to track real-time movement of buses throughout its service area and receive text notification of estimated arrival times, both utilizing backend solutions from RouteMatch. According to the RouteMatch website, the services provided by RouteMatch require submission of General Transit Feed Specification (GTFS) files by the client. Although such files are presumed to exist, Santa Fe Trails does not appear to currently provide open access to its GTFS to third-party developers through the Google Transit Data Feed.

Proposed Analysis: SFCC staff propose to use OpenTripPlanner (OTP: <http://www.opentripplanner.org/>) to analyze student accessibility and course scheduling options with respect to public transportation offered through Santa Fe Trails. OTP Analyst (<http://www.opentripplanner.org/analyst/>) is an open-source, Java-based analytics platform that functions at a minimal level from GTFS files. SFCC-specific geocoded data will be incorporated through the development of new Java extensions to OTP Analyst.

Analysis Scope: The proposed analysis would be limited to policy decisions under the control of SFCC, such as course scheduling and outreach efforts; unless requested by the City of Santa Fe, the analysis would not propose or focus on potential changes to the Santa Fe Trails system.

Exhibit A.

Example: The image below demonstrates an instance of OTP Analyst modeling travel time to arrive at the Central New Mexico Community College main campus by 8am on Wednesday 3/1/2017 using the ABQ RIDE system.

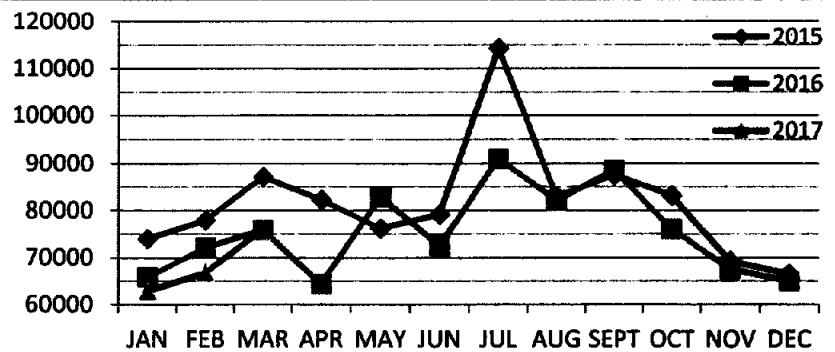


Requested Information: SFCC requests that Santa Fe Trails provide access to its GTFS files and consider allowing the download of these files through the Santa Fe City Transit Division website to facilitate their use by third-party developers.

MARCH 2017 RIDERSHIP

DATE	DAY	Route 1	Route 2	Route 4	Route 5	Route 6	Route M	Route 21	Route 22	Route 24	Route 26	TOTAL
01-Mar-17	WE	432	1362	465	255	190	152	90	116	216	27	3305
02-Mar-17	TH	247	1774	450	132	197	49	60	92	222	26	3249
03-Mar-17	FR	426	1454	210	157	162	28	65	36	215	17	2770
04-Mar-17	SA	94	667	243	88	103	21	0	0	90	20	1326
05-Mar-17	SU	65	914	125	0	0	30	0	0	60	4	1198
06-Mar-17	MO	338	1508	355	60	32	8	72	113	186	25	2697
07-Mar-17	TU	341	1037	381	286	243	144	75	22	200	14	2743
08-Mar-17	WE	314	1353	341	194	142	158	105	234	190	16	3047
09-Mar-17	TH	379	1695	367	141	204	91	23	107	160	17	3184
10-Mar-17	FR	197	1997	455	0	0	0	28	42	115	0	2834
11-Mar-17	SA	186	878	107	194	142	39	0	0	74	12	1632
12-Mar-17	SU	118	596	92	0	0	22	0	0	42	14	884
13-Mar-17	MO	347	1409	187	218	233	103	11	0	308	31	2847
14-Mar-17	TU	364	1439	433	135	121	42	23	87	163	16	2823
15-Mar-17	WE	336	1484	172	212	131	39	16	37	113	25	2565
16-Mar-17	TH	352	1522	506	195	207	156	18	63	228	17	3264
17-Mar-17	FR	374	1469	351	166	160	35	21	73	213	12	2874
18-Mar-17	SA	93	781	108	57	86	38	0	0	27	1	1191
19-Mar-17	SU	63	514	126	0	0	19	0	0	60	14	796
20-Mar-17	MO	314	1814	268	125	114	27	55	118	156	12	3003
21-Mar-17	TU	221	1577	447	135	162	57	52	0	319	0	2970
22-Mar-17	WE	192	1789	311	100	143	55	72	6	413	12	3093
23-Mar-17	TH	375	1053	222	95	122	50	53	0	175	11	2156
24-Mar-17	FR	248	1321	215	129	104	29	16	0	152	24	2238
25-Mar-17	SA	88	1509	272	61	43	29	11	325	97	11	2446
26-Mar-17	SU	120	574	146	0	0	24	0	0	36	43	943
27-Mar-17	MO	339	1216	384	173	102	45	60	123	170	11	2623
28-Mar-17	TU	284	847	121	159	117	143	58	92	105	0	1926
29-Mar-17	WE	340	2296	238	110	107	93	10	100	117	13	3424
30-Mar-17	TH	323	1130	484	186	206	75	124	0	252	14	2794
31-Mar-17	FR	372	1685	360	174	165	56	30	67	166	13	3088
Totals		8282	40664	8942	3937	3738	1857	1148	1853	5040	472	75933

Ridership	2015	2016	2017
JAN	73968	65846	62898
FEB	77909	72094	66874
MAR	87077	75825	75933
APR	82176	64364	
MAY	76139	82826	
JUN	79142	72432	
JUL	114212	90908	
AUG	82801	82005	
SEPT	87406	88542	
OCT	83052	76012	
NOV	69230	67540	
DEC	66491	64951	
	979603	903345	205705



Revenue	2015	2016	2017
JAN	\$25,242	\$23,721	\$23,758
FEB	\$22,755	\$25,696	\$22,812
MAR	\$27,350	\$24,037	\$26,646
APR	\$26,293	\$21,482	
MAY	\$25,682	\$27,401	
JUN	\$26,437	\$26,574	
JUL	\$26,337	\$24,967	
AUG	\$26,114	\$29,299	
SEPT	\$25,768	\$26,068	
OCT	\$26,809	\$25,205	
NOV	\$23,724	\$21,922	
DEC	\$23,915	\$24,122	
	\$306,425	\$300,493	\$73,215

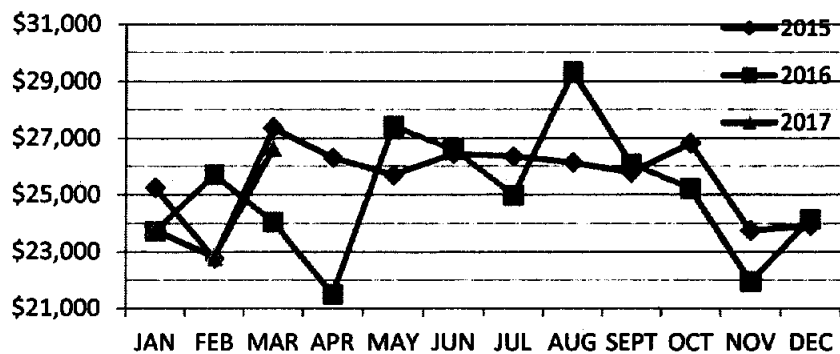


Exhibit B

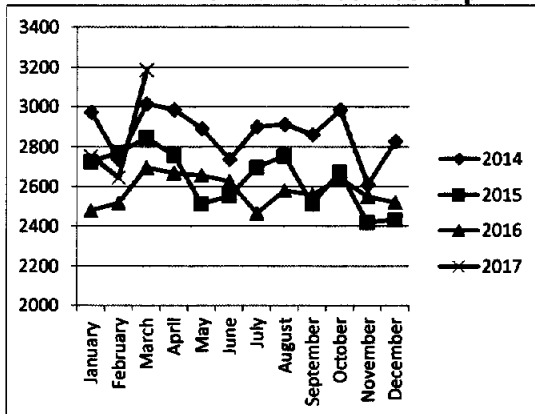


April 5, 2017

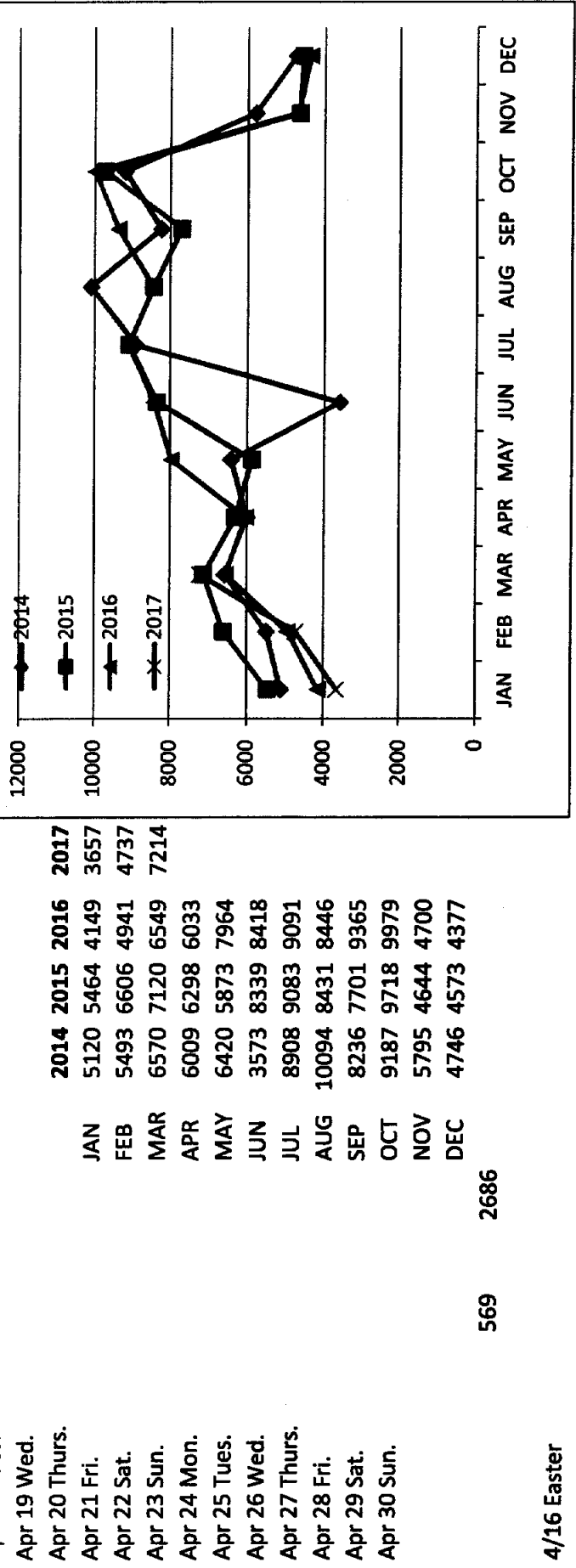
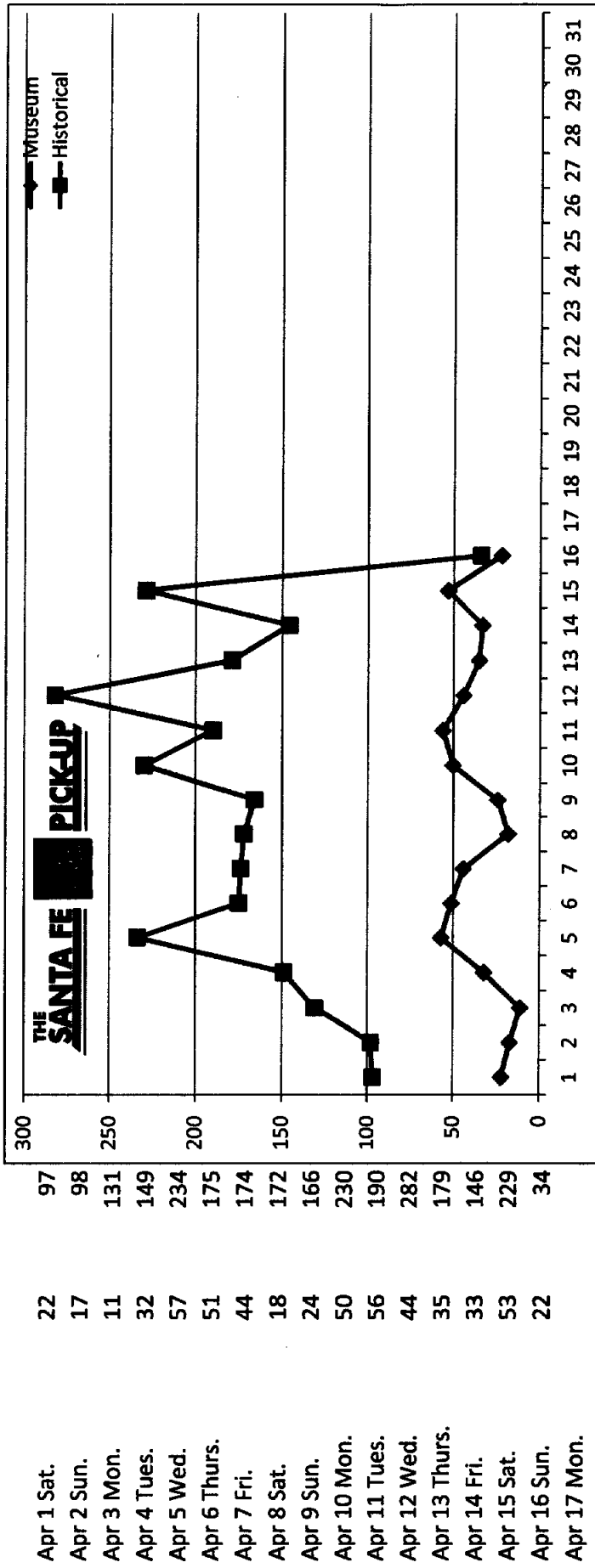
On-Time Performance

2013	On Time %	2014	On Time %	2015	On Time %	2016	On Time %	2017	On Time %
Jan-13	91.10	Jan-14	90.69	Jan-15	92.27	Jan-16	91.23	Jan-17	90.56
Feb-13	90.00	Feb-14	90.54	Feb-15	91.70	Feb-16	90.89	Feb-17	90.92
Mar-13	90.71	Mar-14	89.91	Mar-15	91.58	Mar-16	90.70	Mar-17	89.54
Apr-13	92.51	Apr-14	91.08	Apr-15	92.13	Apr-16	89.47	Apr-17	
May-13	93.00	May-14	91.93	May-15	92.64	May-16	88.89	May-17	
Jun-13	93.00	Jun-14	91.48	Jun-15	91.23	Jun-16	88.39	Jun-17	
Jul-13	91.64	Jul-14	91.50	Jul-15	91.20	Jul-16	90.38	Jul-17	
Aug-13	91.54	Aug-14	90.61	Aug-15	90.23	Aug-16	87.14	Aug-17	
Sep-13	89.47	Sep-14	79.13	Sep-15	91.84	Sep-16	89.17	Sep-17	
Oct-13	91.08	Oct-14	91.14	Oct-15	91.32	Oct-16	92.01	Oct-17	
Nov-13	91.19	Nov-14	91.38	Nov-15	92.19	Nov-16	88.55	Nov-17	
Dec-13	89.81	Dec-14	91.09	Dec-15	91.64	Dec-16	89.29	Dec-17	

Santa Fe Ride Ridership



	2012	2013	2014	2015	2016	2017
January	2827	2859	2971	2724	2480	2753
February	2884	2750	2736	2771	2518	2644
March	3116	2903	3013	2845	2695	3185
April	3057	3132	2983	2756	2667	
May	2850	2844	2890	2513	2656	
June	2714	2812	2736	2552	2626	
July	2750	3023	2900	2695	2464	
August	2827	3223	2911	2753	2581	
September	2662	3137	2861	2512	2558	
October	2920	3229	2983	2672	2642	
November	2748	2728	2609	2418	2550	
December	2479	2733	2827	2432	2520	
Annual Total	33834	35373	34420	31643	30957	8582



SANTA FE TRAILS

April 17, 2017

Comment/Complaint Report



Control Number	Date of Reception	Date of Occurrence	How Concern Was Rec'd	Section	Investigator	Route	Description of Incident	Action Taken	Response Date	Type of Response
23049	04/05/2017	04/05/2017	Telephone	Transit buses	A. Petry	1	Driver was rude	In progress		
23011	04/04/2017	04/04/2017	Telephone	Transit buses	J. Alarcon	4	Rider(s) missed at stop	In progress		
22862	03/29/2017	03/29/2017	Telephone	Transit buses	G. O'Hara	1	Rider(s) missed at stop	Unfounded complaint	04/02/2017	Closed
22829	03/28/2017	03/28/2017	Telephone	Transit buses	J. Alarcon	4	Rider(s) missed at stop	In progress		
22803	03/27/2017	03/27/2017	Telephone	Transit buses	G. O'Hara	2	Issue with "drunks on buses"	We do what we can	03/27/2017	Closed
22557	03/17/2017	03/17/2017	Telephone	Transit buses	G. O'Hara	N/A	Driver was using bluetooth device	Unable to verify complaint	03/19/2017	Closed
22534	03/16/2017	03/15/2017	Telephone	Transit buses	G. O'Hara	2	Driver was rude	Not enough information provided	03/19/2017	Closed
22529	03/16/2017	03/16/2017	Telephone	Transit buses	J. Alarcon	M	Careless driving	In progress		
22426	03/10/2017	03/10/2017	Telephone	SFPU	G. O'Hara	N/A	Shuttle ran a red light	Unable to determine operator	03/11/2017	Closed
22260	03/02/2017	03/02/2017	Telephone	Transit buses	G. O'Hara	2	Driver was rude	Unable to verify complaint	03/15/2017	Closed
22259	03/02/2017	03/01/2017	Telephone	Transit buses	G. O'Hara	2	Rider(s) missed at stop	Unable to verify complaint	03/15/2017	Closed
22166	02/23/2017	02/23/2017	Telephone	Transit buses	G. O'Hara	24	Driver issued day pass on a transfer	This is standard operating procedure - GFI error	02/26/2017	Closed
22072	02/17/2017	02/11/2017	Telephone	Transit buses	J. Alarcon	24	Bus is always late	Unfounded - one-time equipment issue	02/27/2017	Closed
22034	02/16/2017	02/16/2017	Telephone	Transit buses	G. O'Hara	2	Bus left SFP late	Time was within normal parameters	02/19/2017	Closed
21959	02/11/2017	02/11/2017	Telephone	Transit buses	J. Duran	2	Back door on bus did not work	Door was not used for safety reasons	02/14/2017	Closed
21933	02/10/2017	02/10/2017	Telephone	Transit buses	G. O'Hara	2	Driver departed late	Time was within normal parameters	02/10/2017	Closed
21909	02/09/2017	02/09/2017	Telephone	Transit buses	J. Alarcon	4	Discourteous driving	Unfounded issue	02/10/2017	Closed
21857	02/07/2017	02/07/2017	Telephone	Transit buses	G. O'Hara	4	Bus was running hot	Coaching took place	02/08/2017	Closed
21828	02/06/2017	02/06/2017	Telephone	Transit buses	A. Petry	2	Bus ran red light	In progress		
21797	02/03/2017	02/03/2017	Telephone	Transit buses	G. O'Hara	2	Driver was rude	Appropriate action was taken	02/08/2017	Closed
21721	01/31/2017	01/31/2017	Telephone	Transit buses	J. Duran	6	Rider(s) missed at stop	Unfounded issue	02/27/2017	Closed
21634	01/28/2017	01/28/2017	Telephone	Transit buses	J. Duran	2	Improper stop at RR crossing	In progress		
21538	01/24/2017	01/24/2017	Telephone	Transit buses	J. Duran	4	Rider(s) missed at stop	Unable to verify complaint	02/27/2017	Closed
21520	01/23/2017	01/23/2017	Telephone	Transit buses	J. Duran	2	Rider(s) missed at stop	Bus was deadheading at the time	02/14/2017	Closed
21511	01/23/2017	01/23/2017	Telephone	Transit buses	J. Alarcon	2	Rider was asked to disembark	In progress		

Exhibit C

SANTA FE RIDE



SANTA FE RIDE

April 17, 2017

Comment/Complaint Report

Control Number	Date of Reception	Date of Occurrence	How Concern Was Rec'd	Section	Investigator	Description of Incident	Action Taken	Response Date	Type of Response
22774	03/24/17	03/24/17	Telephone	Santa Fe Ride	J. Salz	Careless driving	In progress		
22442	03/13/17	03/12/17	Telephone	Santa Fe Ride	G. Salazar	CSR was rude	Supervisor contacted client and resolved issue	03/16/2017	Closed
21893	02/08/17	01/10/17	Telephone	Santa Fe Ride	T. Martinez	Client had strong odor about her	TM1 is working with HR to resolve	02/10/2017	Closed
21620	01/27/17	01/27/17	Telephone	Santa Fe Ride	G. O'Hara	New client has issues with program	Manager is working with client to resolve	01/27/2017	Closed
21229	01/09/17	01/09/17	Telephone	Santa Fe Ride	G. Salazar	CSR was rude	Complaint was withdrawn	01/23/2017	Closed
21071	12/30/16	12/29/16	Telephone	Santa Fe Ride	S. Khalsa	Careless driving	Video does not confirm complaint took place	01/09/2017	Closed
21009	12/28/16	12/28/16	Telephone	Santa Fe Ride	F. Montoya	Driver arrived too early	New driver - client unsure of protocol	01/09/2017	Closed

FLEET AND FACILITIES MAINTENANCE REPORT
March-17

Preventive Maintenance Inspections Performed

Fixed Route Buses:	9
Paratransit Vehicles:	5
Pick-Up Vehicles:	0

Major Repairs Completed

Date	Unit #	Model	Description	Comments
03/24/2017	808	Eldorado	Transmission failure	r&r transmission
03/11/2017	all		fire suppression recertification	still to be completed

Accidents

Date	Unit#	Model	Description	Comments
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Other Major Mechanical Failures

Date	Unit #	Model	Description	Comments
03/24/2017	808	Eldorado	Transmission failure	r&r transmission

Facility Inspections/Repairs Completed

Date	Facility	Description	Comments
03/29/2017	transit lot	cleaned trash and weeds	

Bus Stop Repairs Completed

Date	Bus Stop	Direction	Description	Comments
03/06/2017	route m	inb/outb	replaced decals on S.F. pickup signs	completed
03/13/2017	route 1	inb/outb	removed weeds and trash	all stops on route 2
03/20/2017	route 2	outbound	replaced bench	Carlos Rey and Cerrillos
03/27/2017	route 5	inb/outb	removed graffiti	all stops

Exhibit D

AMADOR, LOIS O.

From: ROSS, MATT
Sent: Wednesday, March 15, 2017 2:05 PM
To: ROSS, MATT
Subject: Transit Advisory Board Seeking Business Community Rep



City of Santa Fe
NEWS RELEASE
www.santafenm.gov

Transit Advisory Board Seeks Member

"Business Representative" Seat is Open

For Immediate Release

Contact: Matt Ross, PIO; (505) 955-6045, mross@santafenm.gov

Santa Fe, NM - The Transit Advisory Board (TAB) is a board of 9 members whose duties and responsibility are to advise the City and the Regional Planning Authority regarding means of improving the public transportation system and increasing its utilization, including but not limited to promotions, policies, fares, scheduling, routing, public amenities, education, Santa Fe Ride and Ridefinders.

Currently, there is one business representative vacancy. Anyone interested in being considered for appointment to the Transit Advisory Board (members serve without compensation) should send a resume (including email address) and a letter of interest to Lois Amador @ loamador@santafenm.gov

The TAB meets every 4th Tuesday from 5pm to 7pm at the Transit Administration building located at 2931 Rufina.

The TAB meetings for 2017 are scheduled for:

February 28, 2017
March 28, 2017
April 25, 2017
May 23, 2017
June 27, 2017
July 25, 2017
August 22, 2017
September 26, 2017
October 24, 2017
November 28, 2017
December 5, 2017