

**SUMMARY OF ACTION
SANTA FE MPO TECHNICAL COORDINATING COMMITTEE
CITY OF SANTA FE OFFICES AT MARKET STATION
500 MARKET STREET, SUITE 200
MONDAY, JULY 23, 2018, 1:30 PM**

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ADJOURNMENT

ADJOURNED

7

**SANTA FE MPO TECHNICAL COORDINATING COMMITTEE
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MONDAY, JULY 23, 2018, 1:30 PM**

1. CALL TO ORDER

The meeting of the Santa Fe MPO Technical Coordinating Committee was called to order by Keith Wilson, Chair, at 1:30 pm, on Monday, July 23, 2018, at the City of Santa Fe Offices @ Market Station, 500 Market Street, Suite 200, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

Keith Wilson, Santa Fe Trails, Chair
Erik Aaboe, Santa Fe County
Edward Escudero, Pueblo of Tesuque
Paul Kavanaugh, Santa Fe County
Tony Mortillaro, NNMRTD
Brett Clavio, Santa Fe County
Noah Berke, City of Santa Fe Land Use
Kathryn Mortimer, City of Santa Fe Planning
Stephen Lopez, NMDOT
Dave Quintana, City of Santa Fe

MEMBERS ABSENT

Diego Gomez, Excused
John Romero, Excused
(Vacancy)

OTHERS PRESENT

Mark Tibbetts, Director of MPO
Erick Aune, Senior Planner, MPO
Derrick Garcia, MPO
Rosa Kozub, Planning Liaison, NMDOT
Brad Fisher, NMDOT
Elizabeth Martin, Stenographer

3. APPROVAL OF AGENDA

MOTION A motion was made by Mr. Escudero, seconded by Mr. Lopez, to approve the agenda as presented.

VOTE The motion passed unanimously by voice vote.

4. APPROVAL OF MINUTES JUNE 25, 2018

MOTION A motion was made by Mr. Berke, seconded by Mr. Lopez, to approve the minutes as presented.

VOTE The motion passed unanimously by voice vote.

5. COMMUNICATIONS FROM THE PUBLIC

None.

6. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

A. RELEASE FOR PUBLIC COMMENT: AMENDMENT 4 OF FFY 2018-2023 TIP

Mr. Aune said there are a couple of new projects and a couple of amendments for the TIP. The information is in your meeting packet. He reviewed the information.

Ms. Kozub asked will you have the amounts included when this is released for public comment.

Mr. Aune said yes. Dave will send them to him and he will send that out to everyone.

Chair Wilson said nothing came through on the Santa Fe NE connector so the funds cannot be used for that right now.

Mr. Aaboe said we cannot include anything in this amendment right now.

Mr. Aune said DOT was silent on this. He will be setting up a meeting soon with the agencies involved.

Chair Wilson asked will you check the language at the bottom of the amendments.

Mr. Aune said he will make sure that is correct.

MOTION A motion was made by Mr. Aaboe, seconded by Mr. Lopez, to recommend approval to release this for public comment as corrected and amended.

VOTE The motion passed unanimously by voice vote.

B. REVIEW OF THE UPDATED TITLE VI PLAN

Mr. Aune said NMDOT provided us with a template that will be used for the Title VI Plan. It is a 30 page document and is on screen for your review.

Mr. Aune gave an overview of the document.

Mr. Aune said if you would like to read through this document we can bring it back in August for you to discuss. If you are comfortable with it can we can make a recommendation today.

Mr. Aaboe said Title VI is essentially anti-discrimination requirements.

Mr. Aune said yes. We will be updating our public participation plan in the next month and will bring that to you for consideration in August.

Mr. Wilson asked is this being review by DOT or what is the process.

Mr. Aune said this Committee recommends to the Policy Council, then after their approval it goes to NMDOT.

Ms. Kozub said you can work directly with Linda Ramos since she works directly with those issues and will be the one approving it. Were there any issues in the last fiscal year.

Mr. Aune said there have not been any issues in the 5 years he has been here.

Mr. Aaboe said it is his understanding that the position referenced at the end as the person to contact has been filled, but has not started yet.

Mr. Aune said that particular position has not be filled yet.

Mr. Berke said that is the EEOC position. You could put the HR Director or their designee.

Ms. Kozub said they prefer to have it as specific as possible if a member has a question so they have someone to contact.

Mr. Tibbets said that necessities us to amend this if the position changes.

Ms. Kozub said she can check, but she believes it could be updated in your annual report. The goal is to create as few barriers as possible for the person filing the complaint.

Mr. Aune said he will clarify this. Maybe we could just have a qualifying page with the contact information.

Chair Wilson said he is uncomfortable making a recommendation today on it. You get this run through DOT and any changes that need to be done completed and clarification from the City before the next meeting then get it out to us.

Mr. Clavio said he prepared this policy for the for Parks and Recreation Department and it is on the website if you want to refer to it. It should be in Spanish and English and have the mailing address and phone number.

Mr. Tibbets asked can a Spanish version be done by DOT.

Mr. Clavio said he did the Spanish version for Parks and Recreation.

Mr. Aune said he will investigate the cost of the translation of this.

Mr. Clavio said it is required.

Ms. Kozub said she doubts that we have translation services to provide this to you.

Mr. Clavio said send it to him and he will translate it for you.

Mr. Tibbets said he appreciates that.

Mr. Clavio said it is the filing process that needs to be translated.

MOTION A motion was made by Chair Wilson, seconded by Mr. Clavio, to table this recommendation to the August meeting.

VOTE The motion passed unanimously by voice vote.

C. UPDATE ON TRANSPORTATION IMPROVEMENT PROGRAM PROJECTS:

1. S100570 - CERRILLOS RD/END STREET ADA IMPROVEMENTS

Mr. Aune said there are particular projects that have uncertainty so we listed them to see if we can get clarity.

Mr. Aune said this project is led by DOT. There are some question as to the progress of that project.

Mr. Lopez said the northern region guy came up with a bus pull out that is being developed. Once that is complete they will resend the information to the Board of Trustees at the Indian School regarding the right of way.

Chair Wilson said no one from Transit has been involved in that.

Mr. Lopez said we have not had anything formal to send out yet. They were waiting to have it detailed out in the plan to have the alternative presented as part of the Environmental process.

Chair Wilson said he would like to request we have at least a sketch of what you are planing.

Mr. Lopez said send him an email with a formal request and he will get with the northern region.

2. S100430 - SB ON-RAMP OF NM 599/ST. FRANCES DRIVE CORRIDOR

Mr. Aune said we talked at the last TCC meeting about needing some clarification on this. Is there a possibility that DOT could separate the projects again.

Mr. Lopez said the RFP is going to be presented for design on this for the total project.

Chair Wilson asked are those funds programed.

Mr. Lopez said the design funding is part of a TIP amendment. It is Federal funding.

Mr. Aune said the information about the work DOT is doing on the Guadalupe Bridge is not on the DOT project website.

Mr. Lopez said it should be on the construction part of that.

Mr. Aune asked could you check on that.

Mr. Lopez said yes.

Mr. Lopez said southbound from 599 to Santa Fe High School has a flashing beacon that it is a yield position.

3. S100400/440 - ST. MICHAELS DRIVE CORRIDOR

Mr. Aune said it is our understanding that these projects are on hold via Armando Armendariz and the exchange agreement. Dave, your understanding was that Armando was going to meet with John Romero to discuss this.

Mr. Quintana said that is still his understanding.

Mr. Lopez said we would like to get page one completed. The issue is with turning over the street to the City.

4. S100121 - SANTA FE COUNTY NE CONNECTOR

Mr. Aaboe said there is nothing to report on this project at this time.

5. S100460 - GUADALUPE ST. SAFETY IMPROVEMENTS

Mr. Quintana said the final public meeting on this will be on August 9th. They will begin the design after that. This is the 3rd public meeting. It will be at the Convention Center at 5:30 with the presentation at 6:00 pm.

Mr. Aune said MPO is in anticipation of receiving TAP projects by the end of this month. We are planning to have a meeting in the field.

Ms. Kozub said comments on the draft CMAC plan are due in August. You can do PFFs at any time. It is fine to start scheduling meetings on that.

Mr. Aune said in the next week we will let our constituents know that PFFs can be considered and what the general amounts are. We will run that by you first.

7. MATTERS FROM MPO STAFF

Mr. Aune said he and Derrick are moving into the public engagement process on the Bicycle Master Plan. We will be working with stakeholders to shuffle the recommended projects to raise priorities.

Mr. Tibbets said we will give details at the next meeting on pending contracts. The cooperative agreement is in process. It is a 4 year agreement and is the vehicle that allows the City to pay for our program and get reimbursed by the program. It will go to Council in November after we receive our notice to proceed letter.

8. MATTERS FROM TCC MEMBERS

None.

**9. NEXT MEETING
AUGUST 20, 2018**

10. ADJOURN

There being no further business before the Committee the meeting adjourned at 2:19 pm.

Keith Wilson, Chair



Elizabeth Martin, Stenographer