

# SANTA FE COUNTY

## RESOLUTION 2015- /3

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**A RESOLUTION ESTABLISHING THE TRANSPORTATION ADVISORY COMMITTEE; REPEALING RESOLUTION NOS. 2011-52 AND 2012-15 ESTABLISHING THE ROAD ADVISORY COMMITTEE; AND AMENDING RESOLUTION NO. 2012-151 TO REPLACE THE ROAD ADVISORY COMMITTEE WITH THE TRANSPORTATION ADVISORY COMMITTEE**

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**WHEREAS**, the Board of County Commissioners (BCC) of Santa Fe County (County) adopted Resolution Nos. 2011-52 and 2012-15, establishing a Road Advisory Committee (RAC); and

**WHEREAS**, the BCC adopted Resolution No. 2012-151, which adopted A Policy Establishing Procedures for the Orderly and Uniform Administration of the Santa Fe County Process for Road Acceptance, Designation or Re-Designation, and for the Vacation of County-Maintained Roads (the "Policy"); and

**WHEREAS**, the Policy assigns certain roles and responsibilities to the RAC; and

**WHEREAS**, the BCC adopted the Sustainable Growth Management Plan (SGMP) in 2010, Chapter 10 of which lays out County transportation goals; and

**WHEREAS**, these transportation goals extend beyond roads and include such items as bike lanes and paths and public transit; and

**WHEREAS**, the BCC desires to improve implementation of the SGMP; and

**WHEREAS**, the BCC desires to replace the RAC with a new Transportation Advisory Committee, so as to reflect that the County's transportation goals extend beyond Roads.

**NOW, THEREFORE, BE IT RESOLVED** by the BCC as follows:

1. Resolution Nos. 2011-52 and 2012-15 are hereby repealed and the RAC is hereby disbanded. Resolution No. 2012-151 is hereby amended by replacing the "Road Advisory Committee" with the "Transportation Advisory Committee" everywhere it appears in that resolution.

2. The Transportation Advisory Committee (sometimes, "Committee") is created.

3. The tasks of the Transportation Advisory Committee shall include:

A. Review the road maintenance list annually and make recommendations on such to the BCC.

B. Review and make recommendations on road operation and maintenance policies proposed by the Public Works Department and suggest such policies to the Public Works Department.

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C. Discharge of the duties and responsibilities set forth in Resolution No. 2012-151.

D. Review all elements of transportation funding affecting the County, including but not limited to, funding for the following: roadways, trails, bikeways, transit improvements/facilities/services, pedestrian improvements, and bicycle improvements.

E. Review investment recommendations and provide input on transportation planning, to include updating the 5-Year Road Improvement Plan and the Capital Improvement Plan.

F. Perform other tasks and duties as assigned or communicated by the BCC in the Committee's annual work plan or otherwise.

4. The Committee shall be made up of thirteen (13) members, two (2) from each of Commission District Nos. 2, 4, and 5, three (3) from each of Commission District Nos. 1 and 3, and one (1) at-large. Of the initial appointments, the at-large member and the members from District 1 and District 4 shall serve for a two-year term, and the remaining members shall serve for a three-year term. All subsequent terms shall be for three years to maintain staggering of terms. Members shall serve for no more than two (2) consecutive terms. For purposes of this term limit, a term served on the RAC shall not be considered a term served on the Committee.

5. Members will be appointed by the BCC based on letters of interest, qualifications, and County-wide representation. Members may be removed by the BCC with or without cause. In addition, a member shall be deemed to have resigned their position if they fail to attend two consecutive meetings of the Committee; provided, however, the member may request that the BCC excuse their absences for good cause and allow them to continue serving on the Committee. Vacancies shall be filled for the remainder of the unexpired term.

6. One Committee member from each Commission District may reside within an incorporated municipality; provided, however, that no more than three (3) Committee members may reside within an incorporated municipality. Committee members shall reside within the Commission District they are representing. The at-large member may live in any Commission District. Notwithstanding the geographic distribution of the members, all members shall be charged with representing the best interests of the County as a whole.

7. The Committee shall select a chairperson and vice chairperson to serve for one-year terms. The chairperson and vice chairperson shall be selected at the first Committee meeting and annually thereafter.

8. The Committee shall meet no less frequently than quarterly at regular dates and times established by the Committee and no more frequently than once per month, if needed. The meetings of the Committee shall be held at the Santa Fe County Public Works Building, located at 424 Veterans Memorial Highway, Santa Fe, NM, and such other locations as may be conducive to visible and publicly accessible meetings. Meetings shall be held in accordance Resolution Nos. 2009-2 and Resolution No. 2014-137, as such may be amended or replaced.

9. The terms of this Resolution are contingent upon sufficient appropriations and authorizations being made for the operation of the Committee. If sufficient appropriations and

authorizations are not made or given by the County, the Committee shall cease operation until such time as adequate funding exists.

10. A quorum, as defined in Resolution No. 2009-2, Section II(A), is necessary for the Committee to conduct business. All matters coming before the Committee shall be resolved by majority vote.

11. The County Manager shall appoint two staff members, one from Public Works Department/Road Maintenance and one from Growth Management Department/Planning Division, to provide administrative support to the Committee, including the preparation of meeting minutes, the preparation of packets for Committee members prior to each meeting, and the preparation and posting of meeting notices and agendas.

12. The Committee shall adopt and present to the BCC for approval an annual work plan. The first work plan shall be presented to the BCC for consideration within six months of the adoption of this Resolution. Thereafter, work plans shall be presented during a regular meeting of the BCC in January. The work plan shall include a list of tasks or topics to be addressed by the Committee over the year along with a delivery schedule of updates, reports, and other deliverables. The Committee may from time to time amend its work plan with approval from the BCC. The BCC may amend the Committee's work plan at any time. The Committee shall update the BCC in accordance with its approved work plan.

**PASSED, APPROVED, AND ADOPTED THIS 27<sup>th</sup> DAY OF JANUARY, 2015.**

**THE BOARD OF COUNTY COMMISSIONERS OF  
SANTA FE COUNTY**

**Robert A. Anaya, Chairperson**

**Attest:**

**Geraldine Salazar, County Clerk**

*1-27-2015*



**Approved as to form:**

**Gregory S. Shaffer, County Attorney**



BCC CLERK RECORDS 1/27/15

BCC RESOLUTIONS  
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1/29/2015

COUNTY OF SANTA FE ) BCC RESOLUTIONS  
STATE OF NEW MEXICO ) ss PAGES: 4

I Hereby Certify That This Instrument Was Filed for  
Record On The 29TH Day Of January, 2015 at 03:07:30 PM  
And Was Duly Recorded as Instrument # 1756174  
Of The Records Of Santa Fe County



Deputy *Geraldine Salazar* County Clerk, Santa Fe, NM  
Witness My Hand And Seal Of Office  
Geraldine Salazar