



a program of

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

Northwest Regional Transportation Planning Organization (NWRTPO)

RTPO Joint Technical & Policy Committee Meeting

Wednesday, August 14, 2024

10:00 am

Hybrid Meeting – Microsoft Teams

&

Northwest New Mexico Council of Governments

106 W. Aztec Avenue, Gallup, NM 87301

A G E N D A

ROUTINE ITEMS:

Item #	Item	Presenter
I.	Call to Order and Introductions	Raymond Concho, Chairman
II.	<i>Action: Agenda</i>	Raymond Concho, Chairman
III.	<i>Action: July 10, 2024 Meeting Minutes</i>	Raymond Concho, Chairman

DISCUSSION/PRESENTATION ITEMS:

Item #	Item	Presenter
IV.	RTPO Recognition for Service to Northwest New Mexico & State of New Mexico	Raymond Concho, Chairman

REPORTS: (10-minute limit)

Please submit Written Reports for inclusion in minutes

RTPO Program Report <i>(significant news only)</i>	Brandon Howe, RTPO
Local Member Reports <i>(significant news only)</i>	By Entity
New Mexico Department of Transportation Reports <i>(significant news only)</i>	RTPO Liaison (Sullivan Moore) Tribal Liaison (Ron Shutiva) District 5 (James Mexia, Amanda Nino) District 6 (Bill Santiago, Kyle Slim)

NEW BUSINESS/OPEN FLOOR: MEMBERS & GUESTS - (5-minute limit)

ANNOUNCEMENTS & NEXT MEETING: Wednesday, September 11, 2024 @ Cibola County Management Office, 700 E. Roosevelt Avenue, Grants, NM 87020 (unless otherwise determined or virtual via Microsoft Teams)

ADJOURNMENT

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

Northwest Regional Transportation Planning Organization (NWRTPO)

Joint Policy & Technical Committee

NWRTPO Meeting Minutes

Wednesday July 10, 2024

10:00 a.m. – 12:00 p.m.

Virtual meeting executed via Microsoft Teams

ATTENDANCE:

Local & Tribal Governments	
Entity	Representative(s)
Pueblo of Acoma	Raymond Concho – RTPO Chair; Nadine Kowice
Pueblo of Laguna	Anne Oandasan, Star Cheromiah, Jolette Arrieta
Pueblo of Zuni	Royce Gchachu, Roxanne Hughte
Navajo Nation	Kyron Hardy , Eastern Agency; ShaQuilla Yazzie , Ft. Defiance Agency
Ramah Navajo	Michael Henio, Michael Eriacho
City of Grants	Shannon Devine, Nadine Jiron
City of Gallup	Clyde Strain, Alicia Santiago
Village of Milan	Denise Baca , Felix Gonzales, Gabrielle Gonzales
Cibola County	Linda Cooke , Joseph Baca, Judy Horacek
McKinley County	Rodney Skersick , Yvonne Tso
San Juan County	Nick Porell
Farmington Metropolitan Planning Organization – Ex-officio	Peter Koeppl

New Mexico Department of Transportation (NMDOT)	
Entity	Representative(s)
RTPO Liaison	Sullivan Moore
District 5	James Mexia, Amanda Nino
District 6	Bill Santiago, Michael Neely, Kyle Slim
Tribal Liaison	Ron Shutiva
DOT Central Regional Design Office	James Sanchez, Juan Archuletta
Other NMDOT Staff / Guests	Kristie Johnson , City of Gallup Aaron Hill, NWNMCOG Ron Watch Pricilla Lee, Navajo DOT (AI - note taking)

Northwest Regional Transportation Planning Organization	
Northwest NM Council of Governments	Brandon Howe

Tally Sheet – Attendance & Quorum

Total Full Attendance:	Member Entities:	NMDOT	RTPO	Full Attendance Norm:	Guests	
	11	4: DOT Liaison, Tribal Liaison, District 5 & 6 Representatives	1	16	varies	
Attendance – this meeting:	Member Entities:	NMDOT Attendance:	RTPO:	Attendance % this meeting:	Guest	Total Attendees
	8	4	1	93.75	4	19

ROUTINE ITEMS:

Item #	Item
I.	Call to Order and Introductions. The meeting was called to order at 10:01 am, Chairman Raymond Concho, Pueblo of Acoma welcomed those in attendance, and proceeded with introductions approval of agenda and minutes. The virtual meeting was conducted via Microsoft Teams, due to the COVID-19 pandemic.
II.	Agenda: Chairman Raymond Concho, Pueblo of Acoma provided an overview of the day’s agenda topics and called for a motion: ACTION: Denise Baca, Village of Milan motioned; Rodney Skersick, McKinley County seconded adoption of the agenda; all in favor – motion carried unanimously.
III.	Minutes (June 12, 2024): Chairman provided time for review of minutes. Brandon Howe indicated the need to change the Farmington MPO contract from Nick Porell to Peter Koepfel. Chairman Concho acknowledged the change and requested the change be made contingent on approval, Chairman Raymond Concho, Pueblo of Acoma called for a motion. ACTION: Nadine Jiron, City of Grants motioned; Santiago, Gallup seconded adoption of the minutes. All in favor – motion carried unanimously.

ACTION ITEMS:

item #	Item	Presenter
IV.	Action: Vice-Chair Nominations & Appointment	Brandon Howe, RTPO
BACKGROUND		
<ul style="list-style-type: none"> • Why?: Within the RTPO Bylaws, the RTPO Joint Policy and Technical Committee is required to hold an election of officers to fill both Chair and Vice-Chair roles. These elected officers are responsible for facilitating Joint Policy & Technical Committee meetings, guiding the RTPO, and making decisions on behalf of the RTPO. • Purpose: The purpose of this action item is to seek nominations for Vice-Chair to ensure facilitation of meetings if the Chair is unable to attend meetings. The Vice-Chair fills in for the Chair as needed. • Discussion/Finalization: The RTPO seeks nominations for Vice-Chair and will subsequently vote in a new officer to support the Joint Policy & Technical Committee. 		
CURRENT WORK		
<ul style="list-style-type: none"> • None 		
ANTICIPATED WORK		
<ul style="list-style-type: none"> • Attend all regular scheduled NWRTPO meetings, support Chairman, facilitate meetings as needed. 		
ATTACHMENTS		
<ul style="list-style-type: none"> • Board Roster Sheet 		
BUDGET IMPACT		
<ul style="list-style-type: none"> • None. 		
ACTION ITEM		
ACTION: Rodney Skersick, McKinley County was appointed by acclamation, there were no objections to Mr. Skersick’s appointment.		

Discussion: Mr. Howe provided a brief recap of the previous attempts to elect a Vice-Chair and provided a brief overview of responsibilities of the Vice-Chair role. Mr. Howe then proceeded to open the discussion to

the RTPO to see if any nominations would be made. Rodney Skersick, McKinley County Roads Superintendent nominated himself for the position of Vice-Chair. Mr. Howe and Chairman Concho thanked Mr. Skersick for the self-nomination and proceeded to ask if the RTPO supported that self-nomination. Chairman Concho proceeded to request motion to approve Mr. Skersick by acclamation.

<i>item #</i>	<i>Item</i>	<i>Presenter</i>
V.	Action: Federal Fiscal Years 2025 – 2026 Regional Work Program	Brandon Howe, RTPO
BACKGROUND		
<ul style="list-style-type: none"> • Why?: The Northwest Regional Transportation Planning Organization (RTPO) is approaching the end of Federal Fiscal Year 2024 which is also the end of the FFY2023-2024 Regional Work Program. The RTPO will develop and submit a new 2-year work program to ensure continued operation of the RTPO including the Joint Policy & Technical Committee. • Purpose: The 2-year Regional Work Program provides guidance to the Regional Transportation Planning Organization (RTPO) and sets forth activities for which the RTPO Program Manager will carry out on behalf of the NWRTPO in alignment with NMDOT’s Planning Procedures Manual. • Discussion/Finalization: The RTPO seeks approval of the FFY2025-2026 Regional Work Program. 		
CURRENT WORK		
<ul style="list-style-type: none"> • Implementation of the FFY2023-2024 Regional Work Program 		
ANTICIPATED WORK		
<ul style="list-style-type: none"> • Implementation of the FFY2025-2026 Regional Work Program 		
ATTACHMENTS		
<ul style="list-style-type: none"> • Northwest Regional Transportation Planning Organization’s FFY2025-2026 Regional Work Program 		
BUDGET IMPACT		
<ul style="list-style-type: none"> • FFY2025 = \$112,000, FFY2026 = \$112,000 		
ACTION ITEM		
<ul style="list-style-type: none"> • ACTION: Clyde Strain, City of Gallup motioned to approve the Federal Fiscal Year 2025 - 2026 Regional Work Program; Nadine Jiron, City of Grants seconded. All in favor – motion carried unanimously. 		

Discussion Items:

<i>item #</i>	<i>Item</i>	<i>Presenter</i>
VI.	Present: Grants / Milan Comprehensive Safety Action Plan	Paige Wolfrom, Wilson & Co.
BACKGROUND		
<ul style="list-style-type: none"> • Why? The City of Grants and Village of Milan were encouraged by the NWNMCOG to apply for and NMDOT State Planning & Research Funding to complete a Comprehensive Safety Action Plan. Safety has been of major concern within the communities and the need for a detailed data driven plan highlighting the concerns was needed to access federal and state transportation funding. • Purpose. The transportation plan focuses on safety within the transportation network and utilizes existing data to identify hot spots within the community and presents solutions to improve safety for all transportation network users. The plan is also a requirement of Safet Streets for All funding and can be used for a variety of other transportation grants. • Discussion/Finalization. Wilson & Company has prepared a progress presentation and does not seek approval from the RTPO. 		
CURRENT WORK		

<ul style="list-style-type: none"> Development of the Comprehensive Safety Action Plan
ANTICIPATED WORK
<ul style="list-style-type: none"> Implementation of the Comprehensive Safety Action Plan and target Safe Streets for All and other Federal USDOT funding.
ATTACHMENTS
<ul style="list-style-type: none"> Grants / Milan Comprehensive Safety Action Plan Presentation
BUDGET IMPACT
<ul style="list-style-type: none"> None.
ACTION ITEM
<ul style="list-style-type: none"> None

Discussion: Mr. Howe provided a brief introduction to the project and introduced Paige Wolfrom of Wilson & Co. Mrs. Wolfrom provided a brief presentation of the Grants/Milan Comprehensive Safety Action Plan. See attached presentation.

Item #	Item	Presenter
VII.	<i>Discussion:</i> RTPO Transition	Brandon Howe, RTPO
BACKGROUND		
<ul style="list-style-type: none"> Why? As indicated during the June 12, 2024, RTPO meeting, Robert Kuipers is retiring from COG and will vacate the RTPO Program Manager position. Purpose. The purpose of this discussion is for Interim Program Manager Brandon Howe to inform the RTPO of the Council of Governments efforts to fill the Program Manager position but to also inform members that all future communications should be sent to Mr. Howe. Discussion/Finalization. Discussion, Questions and Answers 		
CURRENT WORK		
<ul style="list-style-type: none"> FFY2024 Regional Work Program Implementation Job posting and candidate review 		
ANTICIPATED WORK		
<ul style="list-style-type: none"> RTPO Program Manager Job Description 		
ATTACHMENTS		
<ul style="list-style-type: none"> Listing of proposed 2025 TPF projects. 		
BUDGET IMPACT		
<ul style="list-style-type: none"> To be Determined 		
ACTION ITEM		
<ul style="list-style-type: none"> None 		

Discussion: Mr. Howe provided an overview of the current transition of the RTPO Office as current RTPO Program Manager Robert Kuipers has indicated a desire to retire. Mr. Howe indicated that the RTPO members should contact him for any and all RTPO related activities. Mr. Howe indicated that Mr. Kuipers’ email has been forwarded to his email and he will do his best to respond in a timely manner. Mr. Howe also indicated that the Council of Governments is seeking candidates for the RTPO Program Manager position and looks to fill the position upon Mr. Kuipers official last day in September 2024. Lastly, Mr. Howe asked for flexibility from the RTPO as the COG undergoes this transition. Mr. Howe notified the RTPO that some members of the JTTC wanted to celebrate Mr.

Kuipers legacy with the RTPO and COG. Mr. Howe offered the suggestion of holding an in-person meeting in August at the COG to accommodate a celebration. Chairman Concho voiced support for hosting in-person RTPO meetings in person, particularly the next one, which will be hosted in Gallup.

REPORTS:

Item #	Item	Presenter
VIII.	<i>Reports, Updates, Announcements</i>	Brandon Howe, RTPO
BACKGROUND		
<ul style="list-style-type: none"> • Why? Update RTPO members on news, training, funding, and other items of special interest • Purpose. Keep RTPO members up to date on critical information from NWRTPO and NMDOT sources 		
Informational Items		
Regional News & Updates		
<ul style="list-style-type: none"> • RTPO has submitted an administrative amendment to adjust budgeted hours within the FFY2024 Regional Work Program. Hours from Function 1 were reallocated to Function 6 as the RTPO has an overage. Administrative amendment has been approved by Planning Liaison Sullivan Moore. Administrative Amendments do not require formal amendment. 		
Member Special Reports:		
<ul style="list-style-type: none"> • See attached member reports provided to the RTPO for inclusion in this minutes report. 		
NMDOT Reports:		
<ul style="list-style-type: none"> • G to G Liaison: Sullivan Moore • Tribal Liaison: Ron Shutiva • District 6: Michael Neely / Bill Santiago / Kyle Slim; District 5: James Mexia / Amanda Nino 		
News, Training & Funding Opportunities:		
<ul style="list-style-type: none"> • No news, trainings or funding opportunities were presented by the RTPO 		

Members please note: none of these documents will be included in the full meeting package due to the physical size and the electronic megabyte size going forward – all of the cited documents have already been emailed in advance of the RTPO monthly meeting to our NWRTPO members. Some of the citations are ongoing from month to month regarding ongoing training or funding opportunities.

Local Member Reports (<i>significant news only</i>)	By Entity
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Pueblo of Acoma

- The Pueblo of Acoma Community Development Office has hired a second Project Manager – Ron Watch has been on board for the past month.
- **SP 30 PUEBLO ROAD REHABILITATION PROJECT:** The NMDOT FY 2022 LGRF-funded project was completed by the Acoma Utility Authority, Public Works Road Maintenance Department. Close-out documents will be submitted to the NMDOT District 6 office. *There is no Progress on Close-out documents.*
- **ROAD SIGNAGE PROJECT:** NMDOT FY 2025 LGRF funds were awarded to install signage for “No Commercial Trucks” to enter Acoma lands – only for local deliveries. A Tribal Council Resolution will be discussed on July 19, 2024, to request for the 25% match waiver.
- **SP 38 HAAK’U ROAD PLANNING & DESIGN PROJECT:** The NMDOT TPF-funded project is 37% complete. The 30% Design Plan sets (4) were reviewed on June 5, 2024. A public meeting is scheduled for July 2024. The project will be completed by December 2024.
- **SP 30 PUEBLO ROAD (ENTIRE ROUTE):** Pueblo is seeking funding for the design for SP 30 Pueblo Road (10.6 miles) Project. A FY 2025 NMDOT TPF application for design was submitted to NMDOT and is pending approval.

- **MESA HILL BRIDGE PROJECT:** WHPacific is updating design plans and environment assessment; design plans will be completed in August 2024. A Contract was awarded to the New Mexico Office of Archaeological Services to implement the Data Recovery Plan. *Work Tasks are ongoing.*
- **M123 BRIDGE (SAN FIDEL CREEK BRIDGE ON SP 34 FATIMA HILL ROAD) REPAIR/REPLACEMENT:** Funded \$137,049 for design through the FHWA TTP Bridge Program. In progress with Souder, Miller and Associates. Scoping is complete.
- **M124 BRIDGE (ACOMITA LAKE BRIDGE ON SP 34 FATIMA HILL ROAD) REPAIR/REPLACEMENT:** Funded \$380,000 for design through the FHWA TTP Bridge Program. In progress with Souder Miller and Associates. Scoping is complete.
- **SP 30 PUEBLO ROAD (EAST END FROM I-40 UNDERPASS to NM 124):** Wilson & Company completed the Scoping Report and is waiting for NMDOT review and approval.
- **TRANSPORTATION SAFETY PLAN:** Maps will be updated with WHPacific. Training Manual is completed.
- **INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN:** The 2026-2030 ICIP is currently being updated.
- **SKY CITY SCENIC BYWAY:** A Tribal Council Resolution is pending for the tribal byway designation.
- **EXTEND TRANSIT SERVICES:** No progress this past month.
- **NM 124 REALIGNMENT TO NM 117:** A meeting with NMDOT was conducted to determine the next steps. No work plan has been issued at this time.
- **ACOMA BUSINESS PARK:** A broadband Network Operations Center (NOC) will be designed and constructed on the Business Park.
- The Community Development Office is assisting other tribal programs on the following projects:
 - ✓ Acoma Senior Public Health Complex Planning, Design, and Construction Project (new)
 - ✓ Acoma Library Planning, Design, and Construction Project (new)
 - ✓ Rehabilitation of two government buildings

Pueblo of Zuni

- No report was given.

McKinley County

- Mentmore Extension LGRF, Still waiting on ROW Documents before we can start.
- Superman Canyon Bridges 1 & 2 – Should be starting on these soon.
- 10 Bridges with Design- In Progress
- Rodeo Road CR46 is next years LGRF funding, Should start on schedule.
- Pinehaven is Navajo Nation funding, Waiting on ROW documents from NDOT

Gallup

- East Nizhoni Phase I - IV
 - Phase III - Construction is ongoing. Construction started on the southside of the road.
 - Phase IV-Awarded TPF grant has been executed. Awarded FY25 MAP; received grant agreement and will present to council for acceptance on 07/23/2024.
- West Aztec drainage -- Design is ongoing. Waiting on the property owner to agree to the utility easement.
- 2nd and 3rd Street pedestrian safety improvements -- Project is ongoing.
- Quiet Zone for 2nd and 3rd Street -- Project is ongoing.
- Downtown Alleyway Coal Phase II (between 2nd & 3rd Street) -- Final walk-through completed on 04/24/2024. Punch list items are ongoing.
- Gallup Road Improvement - Awaiting the grant agreement.
- East & West I-40 Interchanges - Received executed grant agreement on 07/01/2024. Working with the Finance department to set up the project and COG will begin working on this project.

PUBLIC WORKS (Robert & Kristie) handle these projects:

- LGRF - COOP (Mill & Overlay) project
- Airport projects

Milan

- Airport Road phase 3 is in progress.
- Stanley Avenue Road and Bridge Phase 2 application has been submitted to NMDOT for TPF consideration. Phase 1 has been funded but there may be a shortfall in funding.
- Mill Road has continues progress with Wilson & Co. as contractor and COG as administrative.
- I-40 Planning agreements are still in the works for Horizon Boulevard in the amount of \$1.5M.
- Willow and Pinon Drives Phase 1 application has been submitted to NMDOT for consideration for TPF funding.

Ramah

- No report was given.

Cibola County

- No report was given.

Grants

- No report was given.

Pueblo of Laguna

- No report was given.

Navajo Nation

- Kyron Hardy and ShaQuilla Yazzie introduced themselves as new representatives from Navajo Nation with Mr. Hardy serving as Eastern Agency Rep and Mrs. Yazzie serving as Ft. Defiance rep. No reports on projects were given.

New Mexico Department of Transportation Reports (significant news only)

RTPO Liaison (Sullivan Moore)
Tribal Liaison (Ron Shutiva)
District 5 (James Mexia, Amanda Nino)
District 6 (Michael Neely, Bill Santiago, Kyle Slim)

Multimodal Planning & Programs Bureau – Sullivan Moore

- NMDOT Safety Summit is set for 8/27-8/28 at the UNM Continuing Education Center in ABQ
 - The intent of this summit is to work across agencies to develop strategies to improve safety outcomes for all the NM road users. Your attendance would be greatly appreciated.
- As of June, the NMDOT Multimodal Planning and Programs Bureau (MPPB) has brought on a BHI to assist T/LPAs in transportation planning services as a planning on-call.
 - NMDOT is covering the cost of this with federal funds and state match, so the only cost to your agencies is time. Eligible services include Multimodal Transportation Plans, Multimodal Transportation Safety Plans, Pedestrian Plans, Bicycle Plans and more.
- If you have any questions about this, please reach out to me at sullivan.moore@dot.nm.gov / 505-467-9392 or Samuel Jensen at samuel.jensen@dot.nm.gov / 505-469-0823

NMDOT Tribal Liaison – Ron Shutiva

- No report was given.

NMDOT District 5 – James Mexia, Amanda Nino

- No report was given.

NMDOT District 6 – Mike Neely, Bill Santiago, Kyle Slim

- Mike Neely from D6 notified the RTPPO that he was going to retire and that officially, this would be his last meeting as a rep from NMDOT District 6.

NEW BUSINESS/OPEN FLOOR: MEMBERS & GUESTS (5-minute limit) - None

ANNOUNCEMENTS & NEXT MEETING: No announcements – **next meeting 10 am, August 14, 2024 @ NWNMCOG Headquarters.**

ADJOURNMENT:

ACTION: Chairman Concho called for a motion to adjourn the meeting at 11:16 am, **Denise Baca, Milan motioned; Skersick, McKinley seconded.** All in favor – motion carried.



NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS
GALLUP, NEW MEXICO

a program of

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

Northwest Regional Transportation Planning Organization (NWRTPO)

Agenda Item IV: Recognition for Service to Northwest New Mexico
and the State of New Mexico

Subject: Presentation of Certificates

Prepared for: NWRTPO

Date: 8/14/2024

BACKGROUND

- **Why?** During FFY2024, the Northwest RTPO was notified by three individuals that they will be retiring from their positions of public service. Robert Kuipers, the RTPO Program Manager, Mike Neely, District 6 Local Government Supervisor and Ron Shutiva, NMDOT Tribal Liaison are starting new chapters in their lives and no longer partake in RTPO functions.
- **Purpose** The purpose of this item to recognize these individuals services to their communities, the region and the State of New Mexico. To recognize their efforts to improve the lives of residents through transportation planning and development.
- **Discussion/Finalization** Presentation and Discussion

CURRENT WORK

- None

ANTICIPATED WORK

- None

ATTACHMENTS

- Certificate of Appreciation for Michael Neely, NMDOT District 6
- Certificate of Appreciation for Ron Shutiva, NMDOT Tribal Liaison
- Certificate of Appreciation for Robert Kuipers, NWRTPO

BUDGET IMPACT

- None

ACTION ITEM

- None



CERTIFICATE OF APPRECIATION

The Joint Policy & Technical Committee
Confers this Certificate of Appreciation Honoring

Michael Neely

For Dedicated Service and Outstanding Leadership within the
Northwest Regional Transportation Planning Organization.

Date: _____

Signed: _____

Raymond Concho Jr.
Chairman



CERTIFICATE OF APPRECIATION

The Joint Policy & Technical Committee
Confers this Certificate of Appreciation Honoring

Ron Shutiva

For Dedicated Service and Outstanding Leadership within the
Northwest Regional Transportation Planning Organization.

Date: _____

Signed: _____

Raymond Concho Jr.
Chairman



CERTIFICATE OF APPRECIATION

The Joint Policy & Technical Committee
Confers this Certificate of Appreciation Honoring

Robert Kuipers

For Dedicated Service and Outstanding Leadership within the
Northwest Regional Transportation Planning Organization.

Date: _____

Signed: _____

Raymond Concho Jr.
Chairman