

NWRTPO | Northwest Regional Transportation Planning Organization

Joint Policy & Technical Committee NWRTPO Meeting Minutes

Wednesday June 14, 2017

10:00 a.m. – 2:00 p.m.

San Juan County Fire Operations Center
209 S. Oliver Drive, Aztec, NM

ATTENDANCE:

Local & Tribal Governments:

Pueblo of Acoma	Dave Deutsawe
Pueblo of Laguna	Lucianne Deutsawe
Pueblo of Zuni	Royce Gchachu, <i>[excused]</i>
Navajo Nation	Eastern Navajo - Vacant Larry Joe – Northern Navajo <i>[excused]</i>
Ramah Navajo	Joe Sanchez, Shane Lewis
Farmington MPO	Vacant at this time
City of Grants	Paul Pena
City of Gallup	Stan Henderson <i>[excused]</i>
Village of Milan	Jack Molerres
Cibola County	Anna Larson
McKinley County	Jeff Irving
San Juan County	Nick Porell

Technical Agencies:

New Mexico Department of Transportation:	G-2-G Unit: Wade Patterson DOT District 5: Stephen Lopez DOT District 6: JoAnn Garcia, Marticia Holiday DOT Tribal Liaison: Ron Shutiva <i>[excused]</i> DOT – LTAP: DOT Admin:
Bureau of Indian Affairs	TTP:

NWRTPO Administration:

Northwest Regional Planning Organization	Robert Kuipers, Evan Williams
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Guests: Warren Usticker, Executive Director, 4CED
Bill Cravens, NMDOT Rail
David Nelson, NMDOT Rail

TOTAL ATTENDANCE: 7 Members, 2 alternate members, 4 NMDOT, 2 RTPO Staff,
3 guests, TOTAL: 18

- I. **Call to Order and Introductions:**.....Jeff Irving, NWRTPO Chair
 - Dave Deutsawe called the meeting to order at 10:10AM, welcomed those in attendance, and proceeded with introductions and approval of agenda and minutes. The meeting was hosted by the City of Gallup with special thanks for coffee, snacks and lunch provided.

- II. **Review & Approval of Agenda:**.....Jeff Irving, NWRTPO Chair
 - No discussion or changes to the agenda were made.
 - Motion to approve agenda made by Nick Porell seconded by Anna Larson all in favor, none opposed.

- III. **Approval and Review of Minutes for May 10, 2017 Meeting:**.....Jeff Irving, NWRTPO Chair
 - There were no changes recommended by RTPO members.
 - Motion to accept meeting minutes with the documented changes made by Anna Larson, seconded by Paul Pena all in favor, none opposed.

ACTION ITEMS: *[Following Actions will be made as the NWRTPO Policy Committee]*

- IV. **Review and Approval of Regional Transportation Plan updates**.....Robert Kuipers, NWRTPO Staff

BACKGROUND
<p>Why? One of the major functions of the Northwest RTPO is to develop, coordinate, and evaluate our regional long-range transportation plan (RTP). All projects need to be aligned with this plan in order to advance the strategies, goals, and performance measures outlined within the RTP. More specifically, Function #1: “Long-Range Planning and Implementation”, includes the following tasks:</p> <ul style="list-style-type: none"> • Review and update the RTP, including tasks and goals, at least once every four years in coordination with the NMDOT Long Range Plan update. • Implement performance measures developed in RTPO RTP. Create and implement a strategic plan for implementation of the action items identified by RTPO members and stakeholders as part of the RTP development process. <p>Purpose. This discussion will continue the process of updating and evaluating our RTP, including:</p> <ul style="list-style-type: none"> • Provide an overhaul of our current RTP, • Review staff recommendations for an RTP update, • Begin the conversation on updating or adding performance measures, and • Review staff’s Implementation Evaluation spreadsheet/report. <p>Discussion/Finalization. Staff will provide a presentation on this information and engage members in a discussion on recommended updates.</p>
WORK TO DATE
<ul style="list-style-type: none"> • RTPO staff reviewed the RTP and compiled a report of recommendations to update it. • RTPO staff created an Implementation Evaluating spreadsheet to track and evaluate goals, strategies, tasks, and performance measures. • RTPO staff researched other RTPs and Federal guidance; and have commenced updates to the RTP.
ANTICIPATED WORK
<ul style="list-style-type: none"> • Continue to complete Revision #1 to the RTP; • Continue research and work on performance measures, data, and evaluation.
ATTACHMENTS
<ul style="list-style-type: none"> • RTP: http://www.nwnmcog.com/uploads/1/2/8/7/12873976/northwest_rtp_2015_final.pdf • NWRTPO Regional Transportation Plan Updates including Resiliency • Implementation Evaluation – <i>emailed separately in April</i>

BUDGET IMPACT
<ul style="list-style-type: none"> • None.
ACTION ITEM
<ul style="list-style-type: none"> • After discussion staff is recommending approval from members for RTP updates.

Discussion:

- On the Super Truck Stop Study, Joe Sanchez asked if the study was collated with the National Clean Energy and LNG gas station locations. Mr. Williams responded that it had not to his knowledge. RTPO staff was directed to work on this for proposed sites in the region.
- On the Capacity Evaluation criteria, Joe Sanchez asked how the RTPO can participate in updating this criteria when it is a national standard that cannot be changed or deviated from on an individual State by State level. Joe recommended checking the national "Capacity Demand Management Standards".
- Pg. 58: add "d" to "Relate"
- Delete Paris Agreement in Climate Change section.
- Health Section – send to health practitioners and revise over the next year based on consultation. Present any recommended changes to RTPO in next annually update process.
- Resiliency section - since this FWHA requirement might be changed by the current administration. If FHWA changes it's guidance, RTPO staff will react accordingly, if it eliminated then it will be removed. It is only an appendix and called out as a working draft, but staff felt compelled to call this item out due to unique nature and impacts on our region, including those communities and neighborhoods that have no secondary emergency access routes.

ACTION: Motion to accept staff recommended changes and finalize the Regional Transportation Plan with direction discussed at this meeting made by Joe Sanchez, seconded by Jack Moler, all in favor, none opposed.

DISCUSSION / PRESENTATION ITEMS:

V. NMDOT 2018 Rail Plan Update.....Dave Nelson, NMDOT Transit & Rail Division

BACKGROUND
<ul style="list-style-type: none"> • Why? The NMDOT Transit and Rail Division supports public transportation via rail and transit, along with Rail Freight movement in and through New Mexico. • Purpose. The DOT periodically updates it's statewide Rail Plan, supporting passenger and freight movement both within our state, and national rail freight movement, with the major BNSF east – west national rail corridor through our state and directly through our region. • Discussion/Finalization. Mr. Nelson will present the 2018 NM Rail Plan update to our RTPO members.
WORK TO DATE
<ul style="list-style-type: none"> • The NM DOT is completing the FY18 Rail Plan Update • RTPO staff contributed to planning for the 4-CITE initiative related to rail and trucking freight movement for our region, along with a super truck center.
ANTICIPATED WORK
<ul style="list-style-type: none"> • Mr. Nelson will report on the status of the Rail Plan update • RTPO staff may coordinate member feedback and comments and submit these formally to Mr. Nelson.
ATTACHMENTS
<ul style="list-style-type: none"> • Rail Plan Presentation
BUDGET IMPACT
<ul style="list-style-type: none"> • None
ACTION ITEM
<ul style="list-style-type: none"> • No action at this time, informational item only.

Presentation Notes:

- Plan includes infrastructure inventories
- Plan considers future / potential rail related development (such as 4-CITE).
- The Rail Plan is updated every four (4) years
- Update is in its initial stages with outreach to stakeholders at this time; progress and reports will be on the DOT Rail website.

Discussion:

After the presentation from Bill Cravens and Dave Nelson, NMDOT staff, there was a significant Q&A session. RTPO members were encouraged to send questions and comments via email to rail.plan@state.nm.us.

- There was a detailed presentation on the types of classes of railroad and the factors that differentiate Class I, Class II, Class III, and scenic rail.
- There was a detailed discussion around providing a risk assessment, as part of this plan, regarding what would be impact of losing Amtrak, what do port improvements on West Coast, Mexico and Gulf coasts mean to us, how do improvements to Panama Canal effect our freight and rail routes, etc.
- NMDOT staff provided more information on the very limited funding available for rail improvements and what the FAST Act provides in terms of funding and flexibility. Discussed Section 130 funds, FASTLANE, and loans such as RRIF and TIFIA.
- RTPO staff asked in NMDOT staff could provide a map and description of the improvements made by UP and BNSF in relation to their special tax credit provided by the Legislature and the impacts these have had. This report would need to be sought through Legislative oversight body.
- Discussion on specific grade-separation projects, including Mesa Hill bridge project and economic development possibilities utilizing rail at Fort Wingate including railbanking.
- Can this rail update be used to help community’s aggregate demands or update studies like the Farmington rail line study? Not enough funding and not part of the scope at this time.

Follow-up Items:

- RTPO staff to send email notification to other groups that might also be interested, such as, EDOs, etc.
- RTPO staff will create an input document for comment submission that reflects our needs and priorities.

VI. NWRTPO Regional Work Program Status Report:.....Robert Kuipers, NWRTPO Staff

BACKGROUND
<ul style="list-style-type: none"> • Why? Due to a NMDOT Office of Inspector General (OIG) Audit and subsequent findings NWRTPO and COG staff met with NMDOT Planning Bureau staff to develop a corrective action plan (CAP). • Purpose. As part of our CAP RTPO staff will provide monthly reports showing line item budget expenditures and staff hours in comparison with the approved Regional Work Program (RWP) Budget. • Discussion/Finalization. Based on this monthly analysis and report, staff will better manage time and funding investment, and assess where and when to seek a RWP amendment if needed.
CURRENT WORK
<ul style="list-style-type: none"> • RTPO staff met with NMDOT staff on 12/7/16 to review a draft corrective action plan, detailing specific actions and controls to assure stronger compliance to the RWP budgeted time and financial allocations. • The Corrective Action Plan has been finalized and is now being executed. • RTPO Staff have provided reports at monthly meetings: January – March 2017 • In quarter 2, RTPO staff submitted Amendment #1 to modify our hours per function and annual RTPO FFY17 budget, as approved by the RTPO Committee (February 2017). A copy of the FHWA/NMDOT approval of this amendment is attached.
ANTICIPATED WORK
<ul style="list-style-type: none"> • Ongoing reports to the NWRTPO members at monthly meetings. • RWP amendment requests may be anticipated, as time and budget demands may vary as the FY progresses. • Our annual Quality Assurance Review (QAR) is also set for April 12, which will provide a good check-up on how the RTPO is performing.
ATTACHMENTS

- RWP & Budget Monthly Report.
- RTPO Amendment Approval Letter.

BUDGET IMPACT

- None.

ACTION ITEM

- This is a monthly report item only.

VII. Reports, Updates & Announcements:

A) RTPO Report – May 2017

Bob Kuipers provided the RTPO monthly report.

- **FFY18 RTIPR/ZIPPER:** Over the past several months, RTPO staff, along with NMDOT and District staff, have completed the Call for Transportation Projects process. In March, RTPO staff assembled and facilitated our District 6 ZIPPER meeting to “zip up” projects from Southwest RTPO and Mid-Region RTPO into one priority list. This document is available on our website at: <http://www.nwnmcog.com/important-documents.html> The NMDOT District 5 RTIP / zipper is anticipated for September, 2017 including projects from MRRTPO (Torrence County), NPRTPO (Santa Fe, Taos, Rio Arriba & Los Alamos Counties), and NWRTPPO (San Juan County and Northern Navajo)
- **Annual RTPO Documents:** RTPO staff assisted the Committee in updating annual documents that govern and guide the RTPO function and process. These documents included: NWRTPPO Bylaws, Title VI Plan, Open Meetings Act Resolution, and Public Participation Plan. The RTPO also continues updating the official member roster and has produced and published an annual meeting schedule for May, 2017 – April 2018. **An update to the NWRTPPO Regional Transportation Plan is now in progress.**
- **Member Government RTPO Orientations:** RTPO staff continue working with members to provide an RTPO orientation session to local and tribal elected and department officials. At this point RTPO staff have presented to all our member gov’ts except San Juan, Cibola and Zuni, which are anticipated soon. The presentation demonstrates how the NWRTPPO serves more cost and time effective development of transportation infrastructure, services and assets through local government collaboration with the NMDOT.
- **Johnson Road:** RTPO staff continue providing support to advance this McKinley County road project that provides access from US491 into the Twin Lakes Chapter of the Navajo Nation area. After years of cross-jurisdictional process, a groundbreaking ceremony is anticipated for June 15 for this project to chipseal and improve this road.
- **McKinley County Road Forum:** Robert Kuipers, Planning Assistant, was recruited to assist the County in planning another road forum to train especially Chapter Managers in the diverse local, tribal, State, and national transportation processes, including funding, project management, and grant administration. This Forum took place on June 13 at the El Morro Theatre and Event Center in downtown Gallup.
- **GIS Data Gathering and Compiling Work:** Carrie House continues to gather data from member entities and compile useable layers onto ArcGIS at the COG office. She contributes mapping support and represents a valuable addition to the COG, increasing technical support capacities for the NWRTPPO. She continues to contribute to transit and transportation infrastructure mapping.
- **Zuni Mountains Trails Project:** RTPO staff organized a signing ceremony on May 31st to celebrate the USFS’s signing of the Decision Notice and final Finding of No Significant Impact on the associated trail system project. At this ceremony, NMDOT provided news that two segments of this trail system were funded (RTP): 30 miles of the Quartz Hill segment in Cibola County (\$831,545), and 36 miles of the McGaffey & Milk Ranch segment in McKinley County (\$945,670). The Pueblo of Laguna also received funding (TAP) for two segments of the NM124 Bike & Pedestrian trail – total FY18: \$264,864; total FY20: \$982,560.
- **Regional Transportation Plan Update:** The NWRTPPO updated the Northwest NM RTP. We have requested input from members on key issues needing to be addressed in the RTP update. This will be presented in June for approval.
- Other items included:
 - Orientations – need to schedule orientations for San Juan and Cibola Counties and Pueblo of Zuni
 - Title VI / ADA Status – appears that all our member governments are now in the clear!
 - Annual meeting schedule – members need to confirm reservations for meeting locations
 - NMDOT Public Transportation Awards announced – sent to members 5/19/17
 - Updated Member Roster and Contact Lists – distributed at today’s meeting
- Evan Williams added the COG’s involvement in the Counties of the Four Corners Collaborative and provided a report of the Legislative Special Session.

B) Local Member Reports & Updates:

Cibola County:

- **Coops & Grading Projects:** underway and ongoing
- **Maintenance:** including mowing, blading, patching, culvert repairs, painting, signs, cleaning guard rails and cattle

guards etc.

- **Traffic Counts on Specific County Roads** (NMDOT) – including Lobo Canyon (La Mosca Road)
- **USFS Working on Private Easements** on Forest Road 50

McKinley County:

- **Johnson Road Groundbreaking** – 10AM in Twin Lakes Chapter tomorrow. Collaboration between Indian Affairs Department, State of NM, Navajo Department and McKinley County. Construction start: July 2017
- **McKinley County Road Forum** – 110 participants. Event included information on road processes, planning, project development, and funding for BIA, Navajo
- **Deersprings Road** and **County Road 19**: right-of-way projects
- **LGRF**: to finish conclude projects by month's end.

San Juan County:

- Nick Porell introduced himself to the RTPO Committee.
- Grant funded projects are in MPO Boundary:
 - **Pinon Hills Blvd Extension Project** – CR3900 (ranked #1, but unfunded) 60% design level – need \$12M more and San Juan County passed an \$8M bond.
 - Construction funded for **CR390-350 Intersection** Project – July 2017: kick-off of 90-day contract
 - **Kirtland School Walking Path**: 1+ mile multi-use path – at 30% design (\$1M)
 - **Gladerun Recreation Trail** Project: awarded by NMDOT and partnering with BLM on off-roads trail project (motorized and non-motorized)
- **Grant funded work with Navajo Nation under IGA** (15 miles of resurfacing)
- **LGRF**: resurfacing of CR350

City of Gallup:

- No report this month.

City of Grants:

- **First Street Phase II** —State Road, Design is complete the project is shovel ready. Senator Pierce's office wanted a list of any projects that are ready for construction in the event that President Trump creates some additional infrastructure funding. The City sent a presentation to Senator Pierce's office, requesting funding for this project.
- **First Street Phase III** —The City has requested a Fee Proposal for design from our on-call Engineers.
- **2nd Street Box Culvert** — WTB Loan/Grant funding. Construction is complete. We have submitted the project close out documents.
- **2nd Street Phase III** from Stephens Street to Washington — Funding MAP, and 2 Co-Op LGRF —This project is complete. We have submitted the closeout documents.
- **2nd Street Phase IV** —The City has received a Fee Proposal for design from our on-call Engineers. The City has approved the fee proposal, and Design has begun.
- **Legacy Trail** — Funded by TAP. The final ROW maps have been submitted to the State for the 3rd time. The State ROW Bureau has returned comments. Our Engineer is addressing those comments.
- **George Hanosh Bridge** —2016 Capital Outlay funding. 90% plan review was done on April 7th All utility certifications have been submitted to NMDOT. Final PS& is expected to be scheduled this month.

Village of Milan:

- Re-seeding of **Rio San Jose Diversion Channel** – one week to complete
- **Motel Drive** – trying to get court date on land acquisition
- **Sand Street** – had their 60% meeting. August: 90%
- **Allsups Project** — looking forward to receive LGRF fir drainage project

Northern / Eastern Navajo:

- Larry Joe had to attend a BIA inventory meeting.
- Larry did submit a report on Navajo Fuel Excise Tax projects in Eastern and Northern Navajo including project for Shiprock, Nahadishgish, Gadhahii-Tokoi, and San Juan Chapters.

Pueblo of Acoma:

- CMGC Projects: **Stockyard Road Bridge and Road** only one project that is yet to be completed, needs FEMA/ACE approval at Region 6..
- Large savings (~\$1M) being applied to **Pinsbarri Drive** improvement project and negotiating – August: Start of 3.2 miles full depth reconstruction
 - Road Stabilization Projects (3)
 - Striping Projects
 - Riconada Bridge
- Legacy Contracts with BIA – Acoma Village roads at PS&E – hopefully
- September 25-29: Acoma Presentation at National (NTTC) in Tucson (CMGC & integration of Wincan System); nominated for national award
- Updated their TTP and TIP (new software) – estimator
- Sand and gravel study complete
- \$5K savings on Overlook project – deciding how to spend down.

Pueblo of Laguna: report

- L22 Casa Blanca Road in construction at 30%
- L26 Rainfall Road design moving to 90% completion pending ROW adjustments and multi-purpose trail additions; construction in August
- L24 Rainfall Road design at 40% (considering I-40 crossing box culvert and gas lines).
- L26 Deer Dancer Road and L243 Acorn Road design proposals awarded – kick off meeting late June / early July
- L47 Encinal Road repair projects was bid; preconstruction meeting late June / early July
- M137 San Jose Bridge replacement project is in bidding process
- M154 Paguete Wash Bridge PER request for engineering services will take place in July
- TIF projects (NM124 & Casa Blanca Road intersection PER; and I-40 / 108 Interchange corridor study) will publish request for engineering services in July. Final SOW pending from NMDOT Dist. 6.\
- L503 Veterans Memorial Road – mill, overlay & striping project to bid in July.
- NM State Road 6 – CN 6100910 & 6100911 reconstructions and modernization project has commenced MP.27 south to MP18.49.
- I-40 mill and inlay MP 108 to 112 has commenced work on westbound lanes; eastbound lanes complete.

Pueblo of Zuni:

- No report this month.

Ramah Navajo: report

- Law Enforcement training – DDACS overview and hotspots analysis training on how we can help from DOT side.
- Continued development of access road turnout guidance drawings and specifications for commercial turnouts.
- Working with Property and Procurement to issue a Planning & Design RFP from LRTP Priority List.
- Crash Data: locating it on GIS, several fatalities that were not mapped; working with Ramah PD for GIS data base formatting.
- General maintenance activities ongoing
- Dump truck is being returned from “2nd Life Equipment Maintenance”
- Transportation Specialist will attend overview training for new Autocadd features and tools
- OSHA training completed
- Heavy equipment training next week
- Weather: eight to fifteen inches of snow in May!

C) State DOT Reports:

1. Planning / Govt. to Govt. Unit – Wade Patterson:

- RTP/TAP awards – RTP are non-infrastructure projects; but for TAP projects must attend training (July 12th)
 - Gladerun Trail Project (Farmington MPO)
 - Zuni Mountains Recreational Trail Projects (Quartz Hill – Cibola, McGaffey/Milk Ranch – Mck)
 - Ramah Pinehill and Mountain Study (TAP) funded for pedestrian improvements.
 - Laguna to attend July 12 TAP training at the NMDOT Central Regional Design Center.
- State BPE Plan – awarded contract for review and prioritization of state facilities of priorities for projects (NM ROW for shoulder expansion, etc.) – long distance bicycling travel and locals alike. We will review local plans and recommendations. Looking for local community feedback.

2. Tribal Liaison – Ron Shutiva:

- Excused.

3. District 5 Staff – Steve Lopez: report given to Bob

- TIGER Grant awarded for US 491 - north Shiprock intersections safety project. Navajo DOT will take project lead with NMDOT support; right now the ball is in the NDOT court – NMDOT Dist. 5 waiting to hear.

4. District 6 Staff – JoAnn Garcia:

- LGRF – still waiting for Transportation Commission approval.
- End of fiscal year for the Districts.

5. Central Regional Design / FHWA / Other:

- No report this month. (Reference rail plan update presentation from NMDOT Transit and Rail above.)

VIII. New Business / Open Floor – Members & Guests:

- No new business presented.

IX. Review Calendar & Announcements / Training & Funding Opportunities:

- FHWA Office of Planning, Environment & Realty – Human Environment Digest: emailed to members 5/15 and 6/5, 2017
- Govt. to Govt. Updates: Weeks of 5/15/17 (TAP training – **Laguna** – 7/5/17 @ DOT Dist. 3 Auditorium in Albuquerque) and 5/29/17 – emailed to members as they came out
- National Park Service – Rivers, Trails & Conservation Assistance Program – technical assistance for trails development emailed to members 5/16/17 – applications due 6/30/17
- McKinley Road Forum: June 13 at the El Morro Theatre & Event Center, 207 W. Coal Ave., Gallup, NM
- TAP Training: for awarded projects (Laguna as cited above) 7/12/17 – DOT Dist. 3 Auditorium, Albuquerque
- Snapshot of Special NM Legislative Session: handed out at this meeting
- Infrastructure Capital Improvement Plans (ICIP): Special Districts (June 15th); Tribal (July 17th); and Cities/Counties (September 1st)
- National Regional Transportation Conference (Denver, CO): June 28th – 30th
- NPS-Rivers, Trails, & Conservation Assistance Program: June 30th deadline to apply for tech. assistance

X. Next Meetings

- **July 12** – Chu Chu’s Restaurant, 1344 Hwy 53, Pueblo of Zuni, NM
- **August 9** – Laguna Public Works Dept., I-40 Exit 114 to NM124 Roundabout, then east on Old Rt. 66, left on L55 Rodeo Road, north to first parking lot, Pueblo of Laguna, NM
- **September 13** – Pueblo of Acoma Tribal Auditorium, 33 Pinsbaari Drive, Acoma, NM

XI. Adjournment:

- At 1:30 PM: Paul Pena motioned for meeting to adjourn, seconded by Dave Deutsawe passed by consensus, none opposed.

MEETING ACTIONS:

RTPO Members –

- Contribute comments to State Rail Plan update and send information to other partners.

Staff –

- Finalize **Regional Transportation Plan** update
- Prepare RTP implementation evaluation tracking and present next meeting.
- Review National Clean Energy Plan by T. Boone Pickens to see if sites correlate between our study.
- Develop comments for submission to NMDOT on the State Rail and send notification to other partners.
- Take Dave Deutsawe on his offer to try out the new Tribal Transportation Program software to see if it might be applicable to our RTIPR.
- Find out information on next TIGER grant cycle.

G2G Liaison –

- Continue to press for LTAP “cradle to grave” comprehensive project development training
- Assist us in getting James Mexia to make presentation on new HSIP process
- Assist us in getting presentations on NMDOT Funding Formula and FAST Act
- Help us locate data sets for the RTP performance measures.

Next Meeting: July 12 – Chu Chu’s Restaurant, 1344 Hwy 53, Pueblo of Zuni, NM