

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

# Northwest Regional Transportation Planning Organization (NWRTPO)

### AGENDA PACKET

# RTPO Technical/Policy Committee Meeting

Wednesday, January 10, 2018 10:00AM – 2:00PM Cibola County Convention Center 515 High Street, Grants, NM



## Northwest Regional Transportation Planning Organization (NWRTPO)

### RTPO Technical/Policy Committee Meeting

Wednesday, January 10, 2018

10AM - 2PM

Cibola Convention Center 515 High Street Grants, NM

### AGENDA

I.	Call	o Order and Introductions			
II.	Ager	da – Review & Approval			
III.	Min	tes of 12/13/17 – Review & Approval			
ACTIO	N ITE	MS:			
IV.		oval & Authorization of Annual NWRTPO Governing DocumentsJeff Irving, Robert Kuipers s, Open Meetings Act Resolution, Title VI Plan, Public Participation Plan, Official Membership Roster			
DISCU	SSION	/ PRESENTATION ITEMS:			
V.	Annual RTPO Member Survey, and Trainings Attended by Members				
VI.	NW	RTPO Regional Work Program Status ReportRobert Kuipers			
VII.	Reports, Updates & Announcements:				
	:	RTPO Report: Regional News & Updates			
		4 District 6 (District 6 Staff – JoAnn Garcia)			

5. Santa Fe Administration / Central Regional Division

### VIII. New Business/Open Floor - Members & Guests

Meeting Schedule: RTPO member govt. representatives – please confirm reservation of your location for the date specified in our public notice for NWRTPO meetings – May, 2017 – April, 2018. Time to start planning for our next annual schedule – May, 2018 – April, 2019 – need to publish in March or early April!

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

- FHWA Office of Planning, Environment & Realty / Human Environment Digest: emailed to members 12/11, 12/18 and 12/27
- Govt. to Govt. Updates: Weeks of 12/4 and 12/18 emailed to members as they came out. 12/18 Update announced a funding opportunity from FHWA National Safety Council, applications due 1/26/18.
- CMAQ (Congestion Mitigation & Air Quality) Funding Opportunity: within the 10/23 GtG Update there is a
  funding opportunity coming in the Spring of 2018 for CMAQ projects, which may include such things as multimodal trails, school bus retrofits, and transition to natural gas for transit fleets.
- Northern and Eastern Navajo Agency Transportation Symposium: 1/16-17/18 at San Juan College Farmington
- Updated ARF to include DUNS number: emailed to members 11/30
- Rail Plan Update reminder: emailed to members 7/24 reminders at subsequent meetings

### X. Next Meetings

- February 14: McKinley Fire Training Center, 413 Bataan Memorial Drive, Gallup, NM
- March 14: NMDOT District 6 1919 Pinon Drive, Milan, NM
- April 11: Gallup Eastside Fire Station, 3700 Churchrock Street, Gallup, NM

### XI. Adjournment:



### **MEETING ACTIONS - 1/10/18:**

### **RTPO Members:**

- Members are requested to report training / webinars attended in FY17 (incl. LTAP / TTAP, NHI, FHWA,
   FTA, BIA and Other) members are also requested to complete and submit the annual member survey
   emailed via Survey Monkey on 12/29/17 the survey includes a page on which to report trainings.
- Give consideration toward our annual meeting schedule, and which meeting your government could host; need to finalize an annual meeting schedule May, 2018 – April, 2019, by our March or at latest – April, 2018 meeting.
- Give consideration to the CMAQ grant opportunity applications coming in Spring of 2018
- FHWA National Safety Council funding application opportunity due January 26, 2018 (reference 12/18/17 NMDOT Govt. to Govt. Update).
- Consider any projects you may wish to submit for inclusion in the 2018 Rail Plan update; must be relatively construction ready and approved by your leaders; submit to NMDOT Rail Division

### **RTPO Staff:**

- Follow up with RTPO members for FY17 training attended and annual NWRTPO member survey.
- Develop a schedule that provides annual or multi-year deadlines for all RTPO deliverables including reports – quarterly and annual, RTIPR Call for Projects cycle, Regional Work Program updates or amendments, and governing document updates (Bylaws, Open Meetings Act Resolution, Title VI Plan, Public Participation Plan, Official Membership Roster)
- Further research on Liberty Mobility opportunity for clarity on operational costs to sponsoring organization or community.
- Continue to update the Reg. Trans. Plan tracker instrument, and pursue relevant information.
- Maintain appointment forms as members transition.
- Undertake RTPO orientation session with Pueblo of Zuni follow up with Royce.
- Explore CMAQ (Congestion Mitigation / Air Quality) grant opportunity and inform members
- Keep an eye on federal funding for public transportation, and inform our regional 5310 & 5311 providers and RTPO members of any pending changes
- Continue collaborating with Northern Pueblos RTPO for development of the RISTRA / Panoramic real-time / transparent project development status website.

### NMDOT Staff:

- Continue to press for LTAP "cradle to grave" comprehensive project development training.
- Assist in arranging a presentation on the new HSIP process from James Mexia.
- Continue to assist with information on the latest Transportation Bill, and the NMDOT Funding Formula.
- Technical assistance with locating data sets for RTP performance measures.



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### **NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS**

### Northwest Regional Transportation Planning Organization (NWRTPO)

### Agenda Item IV: Approval / Authorization of Annual NWRTPO Governing Documents

Subject: Authorization of Governing Documents – most of which were updated in FY17, incl. Bylaws, Open Mtng.s Act, Title VI Plan, Public Participation Plan, Official Member Roster

Prepared by: Robert Kuipers

Date: 1/3/18

#### BACKGROUND

- Why? The NWRTPO is an organization of transportation representatives from rural tribal, community
  and county governments, who formally represent the interests and intent of their respective
  jurisdictions for transportation development in collaboration with the NMDOT. These documents
  govern the function of the NWRTPO, to assure proper procedure and protocol, adequate public
  involvement, consideration toward multi-modal / equal access for all citizens, and fair representation
  of local rural governments in the pursuit of transportation resources and development of
  infrastructure.
- Purpose. Members will vote to approve and authorize these documents for the year ahead.
- Discussion/Finalization. These governing documents will guide the function and service of the NWRTPO going forward.

### **WORK TO DATE**

 Most of these documents were updated during the course of FY17, so members are already familiar with them.

### ANTICIPATED WORK

 Members will consider approval and authorization of these governing documents for ongoing RTPO function and service at today's meeting.

### **ATTACHMENTS**

 No hard copy attachments – documents were sent to members by email, and are available on the COG – RTPO website

### **BUDGET IMPACT**

none

#### **ACTION ITEM**

action for approval and authorization of RTPO Governing Documents



### Annual Documents authorization at January 10 meeting

## RK Robert Kuipers Fri 12/29/2017 2:28 PM The Appel larger calculation of the larger participation of the larger

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5 attachments (2 MB) Download all Save all to OneDrive - Northwest New Mexico Council of Governments

### Greetings RTPO members (and DOT colleagues):

During the course of this year, we updated many of our annual governing documents. At our January meeting, we will officially approve and authorize these documents again for the calendar year ahead.

I am attaching these documents, and you can find them on the COG - RTPO website as well. Please review as needed (again, we've already examined and updated many of these during the course of this past year) and be prepared for a policy vote to approve and authorize these for the calendar year ahead.

We can also discuss whether Jeff and Dave are willing to go another year as our Chair and Vicechair, or whether new elections are in order.

We will not distribute hard copies to avoid wasting paper, so use the attached electronic versions, or visit these documents on the website, in advance of our January meeting. Thanks,

**Bob Kuipers** 

rkuipers@nwnmcog.org

### **BYLAWS**

### of the

### Northwest Regional Transportation Planning Organization (NWRTPO)

### ARTICLE I NAME & STATUS

- **A.** The Northwest Regional Transportation Planning Organization (NWRTPO) is the designated name of the organization.
- **B.** The organization shall be considered a quasi-governmental association formed for the purposes outlined herein below.
- C. The NWRTPO was established in 1993 by the Northwest New Mexico Council of Governments under the mandate, authority and recognition of the New Mexico Department of Transportation (NMDOT) as an inter-agency regional collaborative to assist the State of New Mexico in meeting federal requirements for consultation and cooperation with local and tribal elected officials and their communities in planning, prioritizing and funding transportation projects and initiatives.
- D. The geographic area served by the NWRTPO is established as Cibola, McKinley and San Juan Counties in northwestern New Mexico.

### ARTICLE II PURPOSES, GOALS AND FUNCTIONS

### A. PURPOSE

- The overarching purpose of the NWRTPO is to foster multimodal transportation development as a means for achieving and enhancing quality of place, quality of life, mobility, and economic security for the citizens and communities of northwestern New Mexico.
- In alignment with the primary mandates of the NMDOT, the NWRTPO is charged with maintaining a continuous, cooperative and comprehensive transportation planning process that results in plans and programs that consider all transportation modes and support community & economic development and social goals.
- These plans and programs, in turn, are to lead to the development and operation of an integrated, intermodal transportation system that facilitates the safe, efficient, economic movement of people and goods.

### B. GOALS

In service to its general purposes, the NWRTPO shall:

- Serve as a regional forum that analyzes transportation needs and opportunities, formulates
  comprehensive and specific plans and strategies for efficient and sustainable transportation
  development, and elicits, evaluates and submits to NMDOT and other agencies informed,
  ranked and prioritized recommendations for multimodal transportation and enhancement
  project development in the region;
- 2. Ensure substantial consultation with and input from the elected officials of the region's local and tribal governments regarding transportation needs, plans, projects and funding priorities;
- 3. Promote the implementation of an efficient, safe, functional and accessible transportation network in McKinley, Cibola and San Juan Counties.
- 4. Ensure compliance with all applicable federal and state laws, rules and regulations.
- Lead and facilitate cross-jurisdictional consultation, cooperation and collaboration among
  the counties, municipalities, Native American tribes and NMDOT Districts of the region in
  strategically planning, prioritizing and securing resources for effective multimodal
  transportation development in service to the mobility, quality of life and economic security
  of the citizens of northwestern New Mexico.

### C. FUNCTIONS

To achieve the organization's purposes and goals, the NWRTPO shall engage in the following functions:

- 1. Establish and administer policy for the initial submission of proposed federally funded surface transportation projects.
- Establish a continuous, multi-year prioritization process for the review, rating and ranking of proposed transportation projects for the Statewide Transportation Improvement Program (STIP), Federal and State grant and loan programs, or other funding programs as designated in the future.
- Establish an annual review of existing programmed projects for reprioritizing based on regional, state, and federal transportation priorities and agreed upon process and criteria.
- 4. Determine the viability of and prioritize transportation projects from a regional perspective. Provide support and technical assistance to participating local governments for more effective development of local transportation projects.

- 5. Support cross-jurisdictional collaboration, encourage creative funding strategies, and provide a framework for coordinated development of multi-modal transportation among local governments in the NWRTPO planning area.
- 6. Establish the membership and voting criteria of the NWRTPO.
- Act as the regional focal point for public involvement in the statewide planning process, and strengthen communication and transparency between NMDOT and local governments participating in the NWRTPO.
- 8. Provide periodic review and updating of the NWRTPO Long-Range Transportation Plan, which is used as a guide for informing regional transportation priorities and goals.
- Facilitate transportation-related training and information sharing among NWRTPO members.
- 10. In collaboration with the NMDOT, increase and strengthen the viability and role of the NWRTPO and its fellow regional transportation planning organizations as an effective planning, development, and change agents for regional multimodal transportation mobility, and sustainability for rural transportation infrastructure, services, programs, and funding.

### ARTICLE III MEMBERSHIP

### A. BOUNDARIES

The NWRTPO service area encompasses McKinley, Cibola and San Juan counties in northwestern New Mexico.

### B. LOCAL GOVERNMENTAL MEMBERS

The governmental jurisdictions comprising the membership of the NWRTPO shall include:

- The Counties of Cibola, McKinley and San Juan;
- 2. The municipalities of Gallup, Grants, and Milan; and
- The Tribal Nations of Navajo Nation, Pueblo of Acoma, Pueblo of Laguna, and Pueblo of Zuni.

### C. TECHNICAL MEMBERS:

1. The New Mexico Department of Transportation (NMDOT) shall be considered a technical advisory member, serving an *ex-officio* and nonvoting role with representatives including

- staff from the Government to Government Unit, Transportation Districts 5 & 6, and other divisions and programs as appropriate.
- 2. The cities of Farmington, Aztec, and Bloomfield are part of the Farmington Metropolitan Planning Organization (MPO), which also includes San Juan County. The MPO and RTPO are cooperating partners in regional transportation development.

### D. GOVERNING STRUCTURE

- Joint Technical/Policy Committee: There shall be established a Joint Technical/Policy Committee (JTPC), which shall be comprised of representatives from each of the local and tribal members of the NWRTPO, which shall engage in the inter-agency consultative and collaborative functions of the organization, and which shall actualize, oversee and guide the work program of the NWRTPO.
- Appointments: Each municipal, county and tribal government within the NWRTPO service area shall elect or appoint a member and an alternate to serve on the Joint Technical/Policy Committee.
  - 2.1 In its policy capacity, the NWRTPO representatives shall be authorized to represent their respective governments' interests in policy decisions affecting regional transportation, and are responsible for informing and engaging their respective governmental authorities in the regional transportation policy process.
  - 2.2 Names and contact information of Committee members and alternates can be updated and submitted as needed throughout the year in writing to the NWRTPO staff using the RTPO member appointment form.

### 3. Voting:

- 3.1 Voting privileges shall be accorded and restricted to the duly appointed members or alternates of the Joint Technical/Policy Committee.
- 3.2 When votes are taken, tallied and recorded in connection with a Committee action, each member entity shall be accorded one (1) vote.
- 4. <u>Attendance</u>: In order to encourage participation and prevent cancellation of meetings due to lack of quorum, if any local government representative misses three (3) consecutive meetings, the Committee may seek to replace that representative on the Committee, in consultation with the local or tribal appointing entity.
- 5. <u>Term</u>: Members and alternates may serve at the discretion of their local governing body for an indefinite timeframe, provided that:
  - 5.1 The members and alternatives shall be appointed or re-appointed annually; and

    Updated February 2017, approved & adopted for 2018 January 10, 2018 4 | Page

5.2 Bienniel election or reconfirmation of Committee officers shall take place.

### ARTICLE IV

### **DUTIES OF THE JOINT TECHNICAL/POLICY COMMITTEE**

- A. The Joint Technical/Policy Committee (JTPC) receives transportation project applications via member submission of such forms as are devised and required by the RTPO and NMDOT, reviews and rates the projects for inclusion in the Regional Transportation Improvement Program Recommendations (RTIPR) document, and submits the RTIPR to the New Mexico Department of Transportation on at least a biennial basis or as otherwise required by the Department.
- B. The JTPC reviews, rates, and ranks all funding program projects on at least a biennial basis and submits these to the appropriate NMDOT Office. This includes a biennial (minimally) RTIPR ranking process as well as transportation alternatives; an annual evaluative process for public transportation, and review of other programs as requested by NMDOT.
- C. JTPC members are responsible for identifying potential transportation projects on behalf of local communities within the area of governance they serve, representing and discussing these projects with the NWRTPO Planner and NMDOT District representatives, and submitting projects for formal inclusion in the Transportation Improvement Plans of the region and state. JTPC members are also responsible for attending monthly RTPO meetings and collaborating with the RTPO Planner and NMDOT personnel regarding the progress and status of transportation development and maintenance projects within their respective jurisdictions.
- D. In its policy capacity, the JTPC will review, approve and authorize the following roles and services of the NWRTPO on an annual basis:
  - The annual work program for the NWRTPO, in consultation with the Northwest New Mexico Council of Governments and NMDOT;
  - Acceptance or reconfirmation of member appointments of representatives to the Joint Technical/Policy Committee;
  - Review and finalization of the prioritization and ranking of proposed projects in the Regional Transportation Improvement Program (RTIP), for submission to the NMDOT; and
  - Review and authorization of proposed actions by the NWRTPO that bear a significant impact
    upon participating member governments, beyond the routine services provided by the
    NWRTPO for transportation development and maintenance.
- E. Both regular and special policy actions shall engage a process through which the requested action is presented at an initial monthly meeting, after which the RTPO members submit the proposed action and their recommendations through their respective governments' leadership,

and bring back their vote for action on the proposed policy action at the following month's meeting. This process assures adequate review and equitable participation on behalf of all participating governments.

**F.** The JTPC may appoint subcommittees and task forces as needed to enhance the functioning and productivity of the NWRTPO.

### ARTICLE V OFFICERS

### A. ESTABLISHMENT

Committee Officers shall be considered officers of the NWRTPO association, consisting of a Chairperson and Vice-Chairperson elected by the voting members of the Joint Technical/Policy Committee to serve for two (2) calendar years, from January to December of each year. Elections or term renewal shall take place at the first meeting prior annually.

### B. REMOVAL

The Committee officers may be removed by annual election, resignation, or by appointing member governments (i.e., when the officer no longer represents his/her member government). In the event that the Chair resigns or is removed, the Vice-Chair shall assume the role of Chairperson, and a new Vice-Chair shall be appointed.

### C. DUTIES OF OFFICERS

### Chairperson

- a. The Chairperson presides at all committee meetings. The Chairperson directs the business of the committee and establishes standing and ad hoc sub-committees to focus on specific areas of concern.
- b. The Chairperson is an ex officio member of all standing sub-committees.
- c. The Chairperson provides as appropriate a written and/or oral summary of subcommittee reports to the membership at RTPO committee meetings.
- d. The Chairperson collaborates with the RTPO Planner to ensure that protocol and regulations for public notice and membership notice (including agendas and minutes) for all RTPO meetings are adhered to.

### 2. Vice-Chairperson

a. The Vice-Chairperson presides at all meetings at which the Chairperson is absent and performs all duties for which the Chairperson is responsible. If neither is

present, the RTPO Planner or another member will be selected as temporary leader for the floor.

- b. It is the preference that the Vice Chair succeeds to the Chair position. However, the NWRTPO Committee shall reserve the right to recommend that the Vice Chair not succeed to the Chair's position at the end of the term, and may choose to elect an alternative member.
- c. If the Chairperson resigns or is no longer eligible to be a member of the RTPO Committee, the Vice Chairperson will serve as Chair until an election is held.

### ARTICLE VI STAFF SUPPORT

### A. CONTRACTED SERVICES

Under contract with the New Mexico Department of Transportation (NMDOT), the Northwest New Mexico Council of Governments (NWNMCOG) will hire and supervise a NWRTPO Program Manager to carry out the annual work program of the NWRTPO under the oversight and guidance of the NWRTPO Joint Technical/Planning Committee, and to staff the work and activities of the Committee. This contract serves as the official document for defining the relationship between the NMDOT and the NWNMCOG with respect to the carrying out the functions and fulfilling the objectives of the NWRTPO. The Program Manager shall work to assist NWRTPO members in both an administrative and technical capacity.

### B. STAFF DUTIES

The Program Manager's duties shall include, but are not limited to, the following:

- 1. Fulfill the duties and responsibilities outlined by the NMDOT and the local government member representatives in the Annual Work Program.
- Facilitate and assist with the biennial RTIPR process including development of project identification and/or other required forms in collaboration with RTPO members, facilitation of the annual rating and ranking process, creation and distribution of the RTIPR to NMDOT and NWRTPO members.
- Prepare and facilitate NWRTPO meetings, including meeting arrangements, agenda, public notices, informing members and all other interested parties of meetings, and development and distribution of minutes and other materials.
- Provide NWRTPO members, the NMDOT District Engineer, Government to Government Unit and other participating NMDOT staff with meeting agendas and information at least

- one week (7 days) in advance of meetings, and provide public notice no later than as recommended in the Open Meetings Act in advance of NWRTPO meetings.
- 5. Make presentations on the RTPO planning process and the status of local projects programmed in the RTIPR or STIP to NWRTPO members' governing bodies. These presentations and orientations should be made at least once every three (3) years to each member government to accommodate turnover in staffing and elected leadership.
- 6. Research, seek and maintain awareness of and correspondence with federal transportation departments and national resource organizations (NADO, AASHTO, AMPO, FHWA, FTA) and funding sources, to:
  - stay abreast of state, national and global trends in transportation planning and policy, legislative issues, best practices, and resource, training and funding opportunities, and engage the NWRTPO membership to take advantage of this information in local and regional actions that will enhance the impact of transportation facilities and services on the quality of place, quality of life and economic security of their citizens; and
  - provide technical assistance to NWRTPO members and projects to support regional multimodal rural transportation mobility and sustainability on behalf of member governments and the citizens of northwest New Mexico.

### ARTICLE VII MEETINGS

- A. All Joint Technical/Policy Committee meetings shall be subject to the Open Meetings Act (NMSA 10-15-1 to 10-15-4) and shall be conducted in accordance with such methods and procedures as the Committee adopts.
- B. The Joint Technical/Policy Committee (JTPC) shall meet according to a regular schedule, nominally on the second Wednesday of each month but subject to change at the discretion of the Committee.
- C. As they arise, policy actions shall be discussed at regular or special meetings of the Committee, shall be brought to the attention of member government leaders for consultation on preferred action, and shall be voted on at the following month's meeting.
- **D.** A quorum shall consist of one-half (50%) of the voting members.
- E. The Committee shall adopt such rules of order as its members agree upon, except that formal actions shall at minimum include a motion, second, and call for vote.

- F. Members submitting a project feasibility form (PFF) and/or project identification form (PIF) to be recommended for inclusion in the NWRTPO RTIPR must attend the mandatory meeting each year (February) for project presentation.
- G. The NWRTPO Planner shall notify the public by newspaper advertisement of the time and place of regular meetings at least 10 days in advance (special meetings 3 days in advance, emergency meetings with as much advance notice as possible), and shall make such notices available to participating local and tribal governments for posting as appropriate within their communities.
- H. Any JTPC member may submit a matter for consideration on a future agenda.
- In the absence of the Chairperson and Vice Chairperson from a meeting of the JTPC at which a quorum is present, the NWRTPO Planner shall convene and facilitate the meeting, and/or the members present may choose an alternate member to assist or lead the meeting until its conclusion or the arrival of the Chair or Vice-Chair.
- J. Persons from the public or any other group or organization desiring to address the NWRTPO or provide a presentation shall make their request to the RTPO Planner at least one week (7 days) in advance of the meeting. The RTPO Planner shall then consult with the RTPO officers for inclusion on the agenda in an upcoming meeting. Presentations shall not exceed 30 minutes unless authorized by the RTPO Chairman under special circumstances.
- **K.** Public participation in meetings shall be as follows:
  - 1. Persons wishing to comment on a specific agenda item must first get permission from the Committee Chair. Speakers are limited to five (5) minutes, and a speaker's time may not be assigned to another speaker.
  - 2. Persons wishing to address the JTPC about issues not on the agenda should offer their comments during the "New Business/Public Comment" agenda item and at the permission of the Committee Chair. Speakers are limited to five (5) minutes, unless at the discretion of the facilitating Chair, discussion ensues, or further explanation is deemed necessary or appropriate. A speaker's time may not be assigned to another speaker. Speakers are requested to not directly address individual members of the JTPC or the RTPO Planner, but address dialogue or presentation to the committee as a whole. The Chairperson shall enforce decorum.

### ARTICLE VIII ETHICS POLICY

A member of the NWRTPO Joint Technical/Policy Committee or the NWRTPO Planner shall not:

1. Accept or solicit any gift, favor, or service that might reasonably tend to influence the member or employee in the discharge of official duties or that the member or employee

knows or should know is being offered with the intent to influence the member's or employee's official conduct;

- Accept other employment or engage in a business or professional activity that the member or employee might reasonably expect would require or induce the member or employee to disclose confidential information acquired by reason of the official position;
- Accept other employment or compensation that could reasonably be expected to impair the member's or employee's independence of judgment in the performance of the member's or employee's official duties;
- 4. Make personal investments that could reasonably be expected to create a substantial conflict between the member's or employee's private interest and the public interest;
- 5. Intentionally or knowingly solicit, accept, or agree to accept any benefit for having exercised the member's or employee's official powers or performed the member's or employee's official duties in favor of another; or
- 6. Attempt to influence a legislative decision at any level of government, but only seek to inform members or the public of issues or impacts.

### ARTICLE IX RECORDS

### A. MAINTENANCE OF RECORDS

All records generated by the JTPC and any subcommittees in conducting NWRTPO business are to be maintained by the NWRTPO Planner of the NWNM Council of Governments. All records generated by the NWRTPO and any of its subcommittees are joint property of the NMDOT and the NWNM Council of Governments, and should be maintained in a manner accessible to authorized (appointed) NWRTPO JTPC members.

### B. TITLE OF RECORDS

If the Northwest Regional Transportation Planning Organization terminates or ceases to exist and function, the title to all its assets and records will remain with the New Mexico Department of Transportation and the Northwest New Mexico Council of Governments.

### ARTICLE X AMENDMENT OF BYLAWS

A. The Bylaws may be amended by a majority vote of all voting members present, under circumstances of a quorum.

B. Any voting member may propose amendments to the bylaws by submitting in writing to the Chairperson of the Joint Technical/Policy Committee and the NWRTPO Planner at least 30 days prior to the next scheduled meeting in order to provide adequate time for the proposed amendment to be added to the meeting agenda and for distribution to voting members for review. Any bylaw amendment that affects the relationship of the NWRTPO to the NMDOT or NWNMCOG must be submitted to both organizations for consideration.

### CERTIFICATION

These NWRTPO bylaws were amended and updated on March 8, 2017, and again passed, approved and adopted by the Northwest Regional Transportation Planning Organization on January 10, 2018.

Jeff Irving, *Chairman*RTPO Joint Technical/Policy Committee

Jeff Kiely, *Executive Director*Northwest New Mexico Council of Governments

### Northwest RTPO

NORTHWEST NEW MEXICO REGIONAL TRANSPORTATION PLANNING ORGANIZATION designated by the New Mexico Department of Transportation

administered by
NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS
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JEFF IRVING, RTPO COMMITTEE CHAIRMAN
DAVE DEUTSAWE, RTPO COMMITTEE VICE-CHAIRMAN

### RESOLUTION NO. 2018-01 of the Joint Technical/Policy Committee of the Northwest RTPO

### Adopting an Open Meetings Act Protocol for the Northwest RTPO

- **WHEREAS,** the Northwest Regional Transportation Planning Organization (NWRTPO) Bylaws state that all meetings shall be conducted according to the *Open Meetings Act* (NMSA 10-15-4 and according to procedures adopted by NWRTPO Joint Technical/Policy Committee; and
- WHEREAS, Section 10-15-1(B) of the *Open Meetings Act* (1978, Sections 10-15-1 to 10-15-4 NMSA 1978) states that, except as may be otherwise provided in the *Constitution* or the provisions of the *Open Meetings Act*, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business, or for the purpose of taking any action within the authority of such body, are declared to be public meetings open to the public at all times; and
- **WHEREAS**, any meetings held by NWRTPO at which the discussion or adoption of any proposed resolution, rule, regulation, or formal motion occurs will be held only after reasonable notice to the public; and
- **WHEREAS**, the Northwest Regional Transportation Planning Organization will determine annually what constitutes reasonable notice of the public in accordance with NWRTPO Bylaws;

### NOW, THEREFORE, BE IT RESOLVED THAT:

- All meetings of the Joint Technical/Policy Committee of the NWRTPO shall be held in accordance with the NWRTPO Bylaws as duly adopted and with the *Open Meetings Act* as applicable.
- The agenda for each regular meeting shall be made available by NWRTPO staff at least seven days prior to the meeting by email and by request in a hard copy form. The agenda will also be available to the public at least twenty-four hours before a special meeting is held.
- 3. The NWRTPO staff shall notify the public by newspaper advertisement of the time and place of Regular meetings at least ten days in advance, Special meetings three days in

advance, and Emergency meetings as far in advance as possible. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. Emergency and Special meetings may be called by the Chairperson or a majority of the voting members. Local government entities shall post public notices for special or emergency meetings within their communities at their respective municipal and county offices. Meeting information will also be made available on the NWRTPO website.

- 4. NWRTPO voting members may close a meeting to the public only if the subject matter of such discussion or motion is exempted from the open meeting requirement under Section 10-15-1(H) of the *Open Meetings Act*.
- 5. NWRTPO staff shall keep written minutes of all open meetings. The minutes shall include the date, time and place of the meeting, names of the members in attendance and those absent, the substance of proposals or actions considered and a record of any decisions and votes taken. Draft minutes shall be prepared at least 7 days in advance of the next regular meeting and shall be approved, amended or disapproved at the next meeting where a quorum of NWRTPO voting members are present. Draft Minutes from special or emergency meetings shall be prepared within 10 days following such meetings for RTPO Member review. Minutes shall not become official until approved by the NWRTPO voting members. Recordings of open meetings may be made by NWRTPO staff but only for the purpose of preparing the official minutes. NWRTPO meeting minutes shall be made available to the public on the NWRTPO website and upon written request.

**PASSED, APPROVED AND ADOPTED** by the Joint Technical/Policy Committee of the Northwest Regional Transportation Planning Organization at a duly called regular meeting of the Committee held at Cibola Convention Center, Cibola County, New Mexico on January 10, 2017.

	SIGNED:	
		Jeff Irving, Chairman
		RTPO Joint Technical/Policy Committee
ATTEST:		
	Jeff Kiely, Executive Director	
	Northwest RTPO Program	
	Northwest New Mexico Council of Gover	nments

# Northwest Regional Transportation Planning Organization (NWRTPO)



**Title VI Plan** 

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### I. STATEMENTS OF POLICY

### Introduction

The Northwest Regional Transportation Planning Organization (NWRTPO) is the rural/non-metro transportation planning agency for the counties of San Juan, Cibola and McKinley including the cities of Gallup and Grants, the Village of Milan, the Navajo Nation, the Pueblo of Acoma, the Pueblo of Laguna, the Pueblo of Zuni, and the non-urbanized area of San Juan County in New Mexico. Federal regulations require that an RTPO be designated to carry out a comprehensive, continuing and coordinated transportation planning process for our non-urbanized region. The Northwest New Mexico Council of Governments (NWNMCOG) is the fiscal and administrative agent for the NWRTPO.

### Title VI Nondiscrimination Statement of Policy

The NWRTPO is committed to compliance with Title VI of the Civil Rights Act of 1964, 49 CFR, part 2, and all related regulations and directives. The NWRTPO assures that no person shall on the grounds of race, color, national origin, gender, age, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity under any NWRTPO program, activity, or service.

### **Environmental Justice and Limited English Proficiency Policy Statement**

The NWRTPO is also committed to assure every effort will be made to prevent the discrimination of low-income and minority populations, as a result of any impact of its programs or activities in accordance with Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and in Low-Income Populations.

In addition, the NWRTPO also assures every effort will be made to provide meaningful access to persons that have Limited English Proficiency (LEP), in accordance with Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency.

### Definition of Federal financial assistance and recipients affected

Federal financial assistance is defined as any Federal dollars that are assigned to the NWRTPO to support any program and activity, by way of grant, loan or contract, other than a contract of insurance or guaranty. The NWRTPO typically receives planning funds from the New Mexico Department of Transportation via Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to carry out the transportation planning requirements as set forth by the federal law Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) and Fixing America's Surface Transportation Act (FAST Act).

### II. TITLE VI ASSURANCES

### Specific Forms of Discrimination Prohibited

The NWRTPO efforts to prevent discrimination must address, but are not limited to:

- · The denial of services, financial aid, or other benefits provided under a program.
- Distinctions in the quality, quantity, or manner in which the benefit is provided.
- Segregation or separation in any part of the program.
- Restriction in the enjoyment of any advantages, privileges, or other benefits provided to others.
- Different standards or requirements for participation.
- Methods of administration which directly or indirectly or through contractual relationships would defeat or impair the accomplishment of effective nondiscrimination.
- Discrimination in any activities related to a highway, infrastructure or facility built or repaired in whole or in part with Federal funds.
- Discrimination in any employment resulting from a program, the primary purpose of which is to provide employment.

### Programs and services covered by Title VI

The NWRTPO Title VI Plan applies to all of its programs, activities and services, regardless of funding source. Some sections deal with specific requirements (e.g. FTA funded programs).

### **Authorities**

- 1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- Federal-Aid Highway Act of 1973 (23 U.S.C. §324 et seq.), (prohibits discrimination on the basis of sex);
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.) as amended, (prohibits discrimination on the basis of disability);
- 5. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.), (prohibits discrimination on the basis of disability)
- 6. The National Environmental Policy Act of 1969, 42 U.S.C. § 4321;
- 7. 49 C.F.R. Part 21 (entitled Nondiscrimination In Federally-Assisted Programs Of The Department of Transportation-Effectuation of Title VI Of The Civil Rights Act of 1964);
- 8. 49 C.F.R. Part 27 (entitled Nondiscrimination On The Basis Of Disability In Programs Or Activities Receiving Federal Financial Assistance);

- 9. 49 C.F.R. Part 28 (entitled Enforcement Of Nondiscrimination On the Basis Of Handicap In Program Or Activities Conducted By The Department Of Transportation);
- 10. 49 C.F.R. Part 37 (entitled Transportation Services For Individuals With Disabilities (ADA));
- 11. 23 C.F.R. Part 200 (FHWA's Title VI/Nondiscrimination Regulation);
- 12. 28 C.F.R. Part 35 (entitled *Discrimination On The Basis Of Disability In State And Local Government Services*);
- 13. 28 C.F.R. Part 50.3 (DOJ Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964).

### FHWA Assurances for Title VI and Other Nondiscriminatory Statutes

The NWRTPO (hereafter referred to as the "Recipient") in keeping with our policy of nondiscrimination, hereby agrees that as a condition to receiving Federal financial assistance from the Department of Transportation, it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d - 42 U.S.C. 2000d-4 (hereinafter referred to as the Act) and all requirements imposed by or pursuant to: Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, nondiscrimination in Federally-assisted programs of the Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to that end in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, sex, national origin, or age be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department of Transportation, including the Federal Transit Administration (FTA), and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This Assurance is required by Subsection 21.7 (a)(1) of the Regulations.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to operating assistance projects:

- That the Recipient agrees that each "program" or "facility", as defined in Subsections 21.23(b) and 21.23 (e) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations; and
- That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with the Federal Aid Highway Program, and in adapted form in all proposals for negotiated agreements;
- The NWRTPO in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and 49, of the Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in regard to any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit

- bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex, national origin, income status or age in consideration for an award;
- The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the officials to whom he delegates specific authority to give reasonable guarantee that it, other recipients, sub grantees, contractors, subcontractors, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this Assurance;
- The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this Assurance; and
- This Assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Recipient by the Department of Transportation under Federal-Aid Highway Program and is binding on it, other recipients, sub-grantees, contractors, subcontractors, transferees, successors in interest and other participants in the Federal-Aid Highway Program. The person whose signature appears below is authorized to sign this Assurance on behalf of the Recipient.

Signed by Chief Administrative Officer or Designee	Date

### III. TITLE VI AND ENVIRONMENT JUSTICE - RTPO PLANNING REQUIREMENTS

The NWRTPO is responsible for ensuring Title VI compliance for the following planning activities:

### **Data Collection**

Census and other statistical data will be collected by the RTPO as a means of identifying low income and minority populations within the RTPO. The data will be maintained for the purpose of planning projects and programs that serve various population groups. The data collection process will be reviewed regularly to ensure sufficiency in meeting Title VI requirements.

#### RTPO Actions:

- Collect, maintain, and update databases of low income and minority concentrations within the RTPO
- Utilize the data when developing plans and studies
- Develop demographic profile maps to help identify neighborhoods with high concentrations of low income and minority populations
- o Use these maps in various planning documents

### Regional Work Program

The NWRTPO Regional Work Program (RWP) is the annual list of projects and activities that are expected to be completed by staff and the two NWRTPO committees. In this document, the NWRTPO will identify projects, studies, and other activities that will provide more transportation options to disadvantaged populations.

#### RTPO Actions:

- o Identify planning activities that will encourage involvement by all populations
- Analyze the benefits and impacts that planning studies might have on low income and minority populations
- Create maps highlighting socio-economic groups and their geographical relationship to jobs, housing, and transportation options for all modes

### Regional Transportation Improvement Program Recommendations (RTIPR)

The Regional Transportation Improvement Program — with identified project citations listed within the Regional Transportation Improvement Program Recommendations (RTIPR) document is the short term program of projects that are expected to be designed, engineered, and constructed within the next four to ten years. Projects should be reviewed to assess the benefits and impacts they might have on various aspects of the population.

#### RTPO Actions:

- Work with the entities to identify transportation projects that serve areas of the RTPO with low income and minority populations
- Provide opportunity for all populations to provide input into project identification
- Develop a performance target for a percent of projects that serve Title VI populations

### **Regional Transportation Plan**

The Regional Transportation Plan (RTP) is the long range, comprehensive plan that identifies the projects, programs, and policies needed in the next 20 years to meet the transportation needs of this area. The NWRTPO – RTP is coordinated in its development with the NMDOT statewide Long Range Multimodal Transportation Plan in order to provide consistency with other regions of the state, in its responsiveness to federal guidance for transportation maintenance and development as outlined in the current MAP-21 and/or FAST Act Transportation Bill. Using various data collected by the RTPO, the RTP can estimate growth patterns of disadvantaged populations and address the benefits and burdens that future transportation projects might have.

### RTPO Actions:

- Develop demographic profile maps that project growth in disadvantaged populations over at least a 20 year planning horizon
- o Give all populations opportunity to provide input into project identification
- Assess the effects that future land use decisions and transportation projects might have on the neighborhoods, the environment, and the economy
- Ensure that the benefits and impacts of future transportation systems are equally distributed among all areas of the RTPO
- Develop a performance target for a percent of projects that serve Title VI populations

### **Transit Planning**

Current Public Transportation Services in the NWRTPO Region of San Juan, Cibola and McKinley Counties include five Public Transit (5311) Providers: Pueblo of Zuni, Navajo Transit, Gallup Express, Cibola Transit Authority, and Pueblo of Laguna – Shaa'srk'a Transit. There is also a Public Transit (5311) service – Red Apple Express – serving the Farmington metropolitan areas in San Juan County under the Farmington MPO. There are also three Elderly & Disabled (5310) transportation services including Presbyterian Medical Services in San Juan County, and Zuni Entrepreneurial Enterprises and Coyote Canyon Rehabilitation Center in McKinley County. Our Public Transit providers collaborate to provide route coordination, to help accommodate regional travel needs for our populations in need of public transportation services.

#### RTPO Actions:

 Using demographic profile maps, ensure that transit routes and stops fully serve those neighborhoods with high concentrations of low income and minority populations.

- Work with Navajo Transit, Gallup Express, Cibola Area Transit and Laguna Shaa'srk'a
   Transit to identify necessary changes to routes
- Ensure bus stop locations are fully accessible for all users, both at the site and in the vicinity

### IV. TITLE VI AND ENVIRONMENTAL JUSTICE - THE PUBLIC PARTICIPATION PROCESS

### Public Participation Plan (PPP)

The NWRTPO Public Participation Plan (PPP) describes how the RTPO communicates and distributes information to the public as well as how the public can interact and provide comments to the RTPO. The needs of those traditionally underserved by the existing system will be sought and considered by the NWRTPO.

Through its public involvement efforts, the NWRTPO will strive to achieve the following Title VI and Environmental Justice (EJ) goals:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

Title VI states that no person shall, on the ground of race, color, or national origin, be excluded from participation in, denied benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The RTPO will ensure that the input and feedback from all people will be considered in the development of RTPO planning documents and activities.

EJ concerns and goals should be considered throughout all public engagement efforts, from project planning through construction and operation. This includes public outreach conducted during transportation planning and during the environmental reviews required by the National Environmental Policy Act (NEPA).

The following actions relating to Environmental Justice and Title VI are meant to reduce the barriers for participation in the decision-making process by low income, minority or disabled individuals.

1. When possible, public meetings will be held in locations that are convenient to low and moderate income neighborhoods and accessible to disabled populations. Such locations

- include community centers, senior centers and schools. Where possible, RTPO staff will meet at the locations of businesses, neighborhood groups, stakeholders, and other agencies.
- 2. Upon request, all RTPO work products and documents will be made available in alternative formats, including Braille, large type and languages other than English.
- 3. The following statement will be included in all RTPO documents: The NWRTPO does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the provision of services. This document can be made available in alternative formats by calling the RTPO Office at 505-722-4327 (voice) or 505-722-9211 (fax).
- 4. The following statement will be included in all meeting announcements: Pursuant to the Americans with Disabilities Act of 1990 and Title VI of the Civil Rights Act of 1964, unless compelling reasons dictate otherwise, public meetings and hearings conducted by the RTPO in conjunction with the NMDOT will be held in accessible buildings and are open to the public. Given reasonable notice, interpreters and readers will be available to the hearing and visually impaired, and to those with limited English proficiency. Contact ADA Coordinator Damian Segura, at NMDOT (505) 827-1778.
- Agencies and organizations that represent low income, minority and disabled populations will be identified and included in RTPO mailings. Staff will maintain an active listing of contacts for these organizations.
- The RTPO will evaluate Environmental Justice actions and Title VI requirements on an annual
  basis to ensure effectiveness of public involvement. This document will be reviewed and
  updated in conjunction with the Public Participation Plan.

### Communication and Notification to the Public

All members of the public are ensured protections against discrimination which are afforded to them by Title VI. To ensure open communication with the public, the NWRTPO will adhere to the following requirements:

- The NWRTPO will disseminate agenda and public meeting information to members of the
  public via accessible printed and electronic media, including postings on the NWRTPO website
  and in the Farmington Daily Times, Gallup Independent and Cibola Beacon. Documents and
  agendas will be available at the RTPO office (NWNM Council of Governments 106 West
  Aztec Avenue, Gallup) and at other locations identified in the Public Participation Plan (see
  Appendix D of the PPP).
- Public notices of RTPO meetings will be posted at the location of the meeting site.
- In appropriate documents, the NWRTPO will include a statement that the organization complies with Title VI by assuring that no person shall on the grounds of race, color, national origin, gender, age, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity under any NWRTPO program, activity, or service.

Section VI of this plan describes the procedures on how members of the public can request additional information regarding the NWRTPO Title VI obligation. This section also identifies the procedures to be followed by members of the public to file a discrimination complaint against the NWRTPO.

### V. ORGANIZATION AND STAFF RESPONSIBILITIES

### **Organization Overview**

The NWRTPO was established in 1993 by the Northwest New Mexico Council of Governments under the mandate, authority and recognition of the New Mexico Department of Transportation (NMDOT) as an interagency regional collaborative to assist the State of New Mexico in meeting federal requirements for consultation and cooperation with local and tribal elected officials and their communities in planning, prioritizing and funding transportation projects and initiatives. The geographic area served by the NWRTPO was established as Cibola, McKinley and San Juan Counties.

The NWRTPO consists of member representatives from the Cities of Gallup and Grants, Village of Milan, Counties of Cibola, McKinley and San Juan, Pueblos of Acoma, Laguna and Zuni, and the Navajo Nation. [It should be noted that the northwest New Mexico Cities of Aztec, Bloomfield and Farmington are part of the Farmington Metropolitan Planning Organization (FMPO).]

The NWRTPO Policy and Technical Committee meets on the second Wednesday of each month, in consultation with NMDOT representatives, to plan and coordinate maintenance and development for a variety of multimodal transportation projects serving the mobility and transportation needs of the citizens and communities of the region. The NWRTPO Policy Committee reports as needed to the Board of Directors of the Northwest New Mexico Council of Governments, consults with their respective local elected leaders, and obtains approvals as appropriate on policy actions.

The Northwest New Mexico Council of Governments serves as fiscal agent for the NWRTPO, administering annually renewed NMDOT contracts for RTPO services, and manages the NWRTPO annual work program. The NWNMCOG is an association of governments formed under several State and Federal executive and legislative instruments as the State's regional planning agency for northwestern New Mexico. The COG provides planning and technical assistance services in regional transportation, regional water, infrastructure capital improvement, economic development, community empowerment, statistical data support, and on priority tasks and projects as assigned by the local member governments.

As contracted by NMDOT, the NWRTPO facilitates consultation, planning, technical assistance and implementation activities in support of the equitable, efficient and effective development of multimodal transportation funding, services and infrastructure development and maintenance on

behalf of the ten participating member governments, in collaboration with and under the auspices of the NMDOT and the New Mexico office of the Federal Highway Administration (FHWA). The NWRTPO serves as a forum for sharing information and technical resources from NMDOT, FHWA, FTA and other sources on trends, opportunities, funding and training; provides consultation on compliance with State and Federal rules, regulations, requirements and deadlines, and support for project development, tracking and reporting. The NWRTPO provides a consultative avenue for member governments to partner with NMDOT to develop safe, efficient, effective and affordable multimodal transportation systems, collect data and identify transportation needs, develop sound projects that are appropriate and affordable, and leverage resources and provide a voice on behalf of small communities and rural counties to facilitate and accelerate transportation funding and infrastructure development.

### VI. TITLE VI COORDINATOR AND COMPLAINT PROCESS

### Title VI Coordinator Responsibilities

The NWRTPO Planner serves as the Title VI Coordinator for NWRTPO activities and will be responsible for the following:

- Ensuring that the transportation planning process fully complies with the requirements of Title VI.
- Monitoring the transportation planning process and overall strategies and goals and ensuring compliance with Title VI requirements.
- Reviewing operational policies and procedures to ensure Title VI compliance.
- Monitoring the service equities of planning data collection and analysis for potential impacts on social, economic, and/or ethnic groups.
- Ensuring the planning organizational membership attempts to reflect the makeup of the population served. This would include periodically reporting the RTPO racial, ethnic, and gender composition of public involvement organizations or groups.
- Ensuring the opinions and views of all groups within their populations are solicited and considered in the planning of transportation projects.
- Monitoring compliance with Environmental Justice issues to identify low-income and minority populations that may be impacted by transportation planning process.
- Providing evidence that input from minority groups/persons has been considered in the
  transportation planning process. Evidence could include but is not limited to the participation
  level and composition of participants in public information settings and reporting any followup and conclusions to issues communicated throughout the planning process.
- Monitoring the gathering and utilization of demographic data used to identify and locate lowincome and minority populations in order to investigate the possible benefits and detriments of transportation plans on these populations.
- Monitor compliance with Limited English Proficiency populations to improve access and comprehension of the transportation planning process for individuals comprising the LEP population.

### **Title VI Complaint Procedures**

The NWRTPO is committed to ensuring that all citizens have equal access to all transportation services. It is further the intent of the NWRTPO that all citizens are aware of their rights to such access. Any person believing he or she has been excluded from, denied participation in, denied the benefits of, or otherwise has been subjected to discrimination under any transportation service, program or activity (whether Federally funded or not) due to that person's race, color, national origin, gender, age, disability, economic status, or limited English proficiency has the right to file a complaint.

The complaint procedures cover the following:

- Title VI of the Civil Rights Act of 1964
- Section 504 of the Rehabilitation Act of 1973
- · Civil Rights Restoration Act of 1973
- Civil Rights Restoration Act of 1987
- Americans with Disabilities Act of 1990
- Executive Order 12898
- Executive Order 13166

### Reporting a Title VI Complaint

An individual, group of individuals or entity may file a formal Title VI complaint. If you believe that you have received discriminatory treatment by the NWRTPO on the basis of your race, color or national origin, you have the right to file a complaint with the NWRTPO Planner (who serves as the Title VI Coordinator). The complaint must be filed no later than 180 calendar days of the alleged discriminatory incident.

Title VI complaints may be submitted to the NWRTPO Planner via phone, email, mail, or direct visit (please call to set an appointment first for a direct visit if possible). The NWRTPO Planner may be contacted as follows:

NWRTPO Planner/Title VI Coordinator Northwest New Mexico Council of Governments 106 W. Aztec Avenue Gallup, NM 87301 505-722-4327

Citizens also have the right to file a complaint with an external entity such as the New Mexico Department of Transportation (DOT), a federal or state agency, or a federal or state court. Complaints to NMDOT must be submitted to the NMDOT Title VI Coordinator in writing, signed and dated, within 180 days of the alleged discriminatory act (or latest occurrence). The complaint should be submitted to the following address:

Attn: Title VI Coordinator
Office of Equal Opportunity Programs
1596 Pacheco St., Suite 107
Santa Fé, NM 87505

The complaint you are submitting to the entity should include the name, address, phone number and signature of complainant. The formal complaint should describe the alleged discriminatory act that violates Title VI in detail.

Title VI complaints may also be filed directly with the United States Department of Transportation (USDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Federal Aviation Administration (FAA) or the Federal Railroad Administration (FRA) within the 180 day period of the alleged discriminatory act (or latest occurrence).

Should a complaint be filed with the NWRTPO and an external entity simultaneously, the external complaint shall supersede the NWRTPO complaint and the NWRTPO complaint procedures will be suspended pending the external entity's findings.

### Filing a Title VI Complaint

Within 10 working days of receipt of the formal complaint, the Title VI Coordinator and NWNMCOG Human Resources Director will notify the complainant and begin an investigation (unless the complaint is filed with an external entity first or simultaneously). The investigation will address complaints against the NWRTPO. The investigation will be conducted in conjunction with and under the advice of the NWNMCOG Human Resources Department.

The investigation may include discussion(s) of the complaint with all affected parties to determine the problem. The complainant may be represented by an attorney or other representative of his/her own choosing and may bring witnesses and present testimony and evidence in the course of the investigation. The investigation will be conducted and completed within 60 days of the receipt of the formal complaint.

Based upon all the information received, an investigation report will be written by the Human Resources Director for submittal to the NWNMCOG Executive Director. The complainant will receive a letter stating the final decision of the Executive Director by the end of the 60-day time limit. The complainant shall be notified of his/her right to appeal the decision. Appeals may be made to NMDOT, the Equal Employment Opportunity Commission (EEOC) or the Department of Fair Employment and Housing (DFEH).

#### Title VI Complaint Form

Completion of a Title VI Complaint form is required when filing a complaint (copy included in Appendix B). These forms are also available from the Finance/Human Resources office at the Northwest New Mexico Council of Governments.

#### **Title VI Related Training**

The Title VI Coordinator shall ensure that staff is trained and familiar with related policies and procedures. Related Title VI training will be provided by the Title VI Coordinator to senior

management and others to discuss practical situations and how Title VI applies to the planning and public participation processes. Training may also be provided through FHWA-sponsored webinars and training resources. The NMDOT Office of Equal Opportunities can be contacted to provide on-site Title VI training.

### VII. LIMITED ENGLISH PROFICIENCY (LEP) PLAN

#### Overview of LEP Plan

Executive Order 13166, *Improving Access to Services for Persons with Limited English Proficiency*, indicates that differing treatment based upon a person's inability to speak, read, write, or understand English is a type of national origin discrimination. Any agency receiving federal funds needs to develop a Limited English Proficiency (LEP) Plan.

The primary element of the LEP Plan is the Four Factor Analysis that considers the following factors:

- <u>Number or Proportion of LEP Individuals</u>: a summary of LEP persons in the service area and a
  description of efforts to provide meaningful opportunities for the LEP population to be
  involved in programs and services.
- Frequency of Contact with the Program: a record of how often LEP persons access or come into contact with programs and services.
- Nature and Importance of the Program: a description of how LEP individuals have access to benefits and services from programs and services.
- Resources Available: a summary of the resources that the organization can use for providing assistance to LEP populations.

The NWRTPO serves a large, rural, multicultural and multi-ethnic region in northwest New Mexico. As such, the RTPO moves its meetings around the region to assure more equitable access to the public for attendance and input at meetings at least several times per year. The hosting government at each meeting works with the NWRTPO to host meetings in accessible facilities, and accommodate public access and participation. Interpretive assistance can be made available as needed with adequate advance notice. Public notices which generally are posted annually in the three major newspapers for each county (San Juan, Cibola, McKinley) always include the following statement:

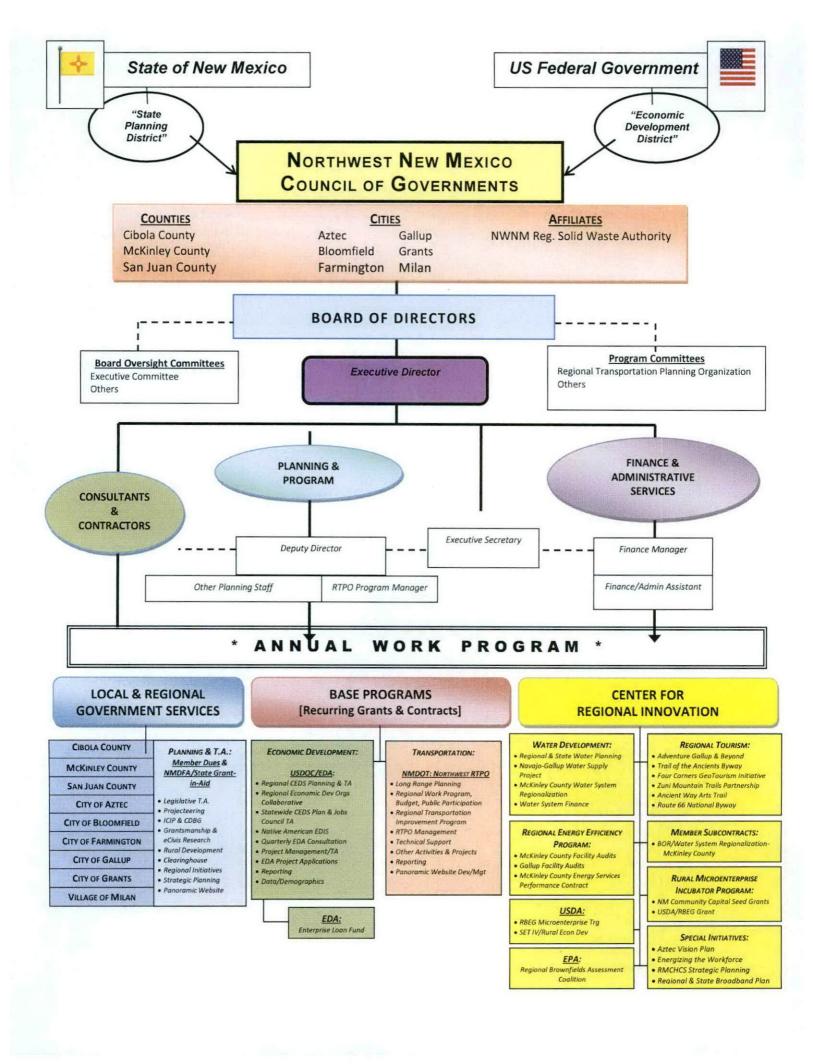
Pursuant to the Americans with Disabilities Act of 1990 and Title VI of the Civil Rights Act of 1964, unless compelling reasons dictate otherwise, public meetings and hearings conducted by the RTPO in conjunction with the NMDOT will be held in accessible buildings and are open to the public. Given reasonable notice, interpreters and readers will be available to the hearing and visually impaired, and to those with limited English proficiency. Contact ADA Coordinator Damian Segura, at NMDOT (505) 827-1778.

The populations of Northwest New Mexico include the primary languages of English and Spanish along with Native languages inherent to the Pueblos of Laguna, Acoma, and Zuni, and the Navajo Nation. There are also some smaller populations representing other language groups. Most of these, especially the younger generations, are adequately proficient in English. When meetings are hosted in the various communities or areas of the region, at times there may be some who show up from the public – most often the <u>local public</u> with limited English proficiency; in most cases there are other relatives or acquaintances in the audience who assist them in understanding and participating in discussion. This is an extremely rare occurrence within the NWRTPO, as most monthly meetings are technical in nature and of less interest to the public, but the RTPO does advertise as indicated above in a manner that is non-prohibitive, and stands prepared to provide interpretive assistance, with adequate notice.

The NWRTPO accommodates the development and maintenance of multimodal transportation infrastructure intended to benefit <u>all</u> of the general public of the region, and supports all efforts to meet ADA compliance regulations for multimodal public transportation infrastructure, in collaboration with the New Mexico Department of Transportation, and the New Mexico offices of the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). This includes addressing methods beneficial to Low English Proficiency populations, such as signage that include symbols, and the availability of interpretive assistance at meetings.

Appendix A

Organizational Chart



# Appendix B

# **Title VI Complaint Form**

Title VI of the 1964 Civil Rights Act requires that "No person in the United States shall on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

Note: The following information is necessary to assist us in processing your complaint. Should you require any assistance in completing this form, please let us know.

Complete and return this form to the NWRTPO Planner at the Northwest NM Council of Governments, 106 W. Aztec Avenue, Gallup, NM 87301, Phone: 505-722-4327.

Complainant's Name	
Address	
City, State and Zip Code	
Telephone Number (home & business)	
Person discriminated agains Name	st (if someone other than the complainant)
Address	
City, State and Zip Code	
Which of the following best of Race/Color	describes the reason you believe the discrimination took place?
	describes the reason you believe the discrimination took place?
Race/Color	describes the reason you believe the discrimination took place?
Race/Color National Origin	describes the reason you believe the discrimination took place?

What date did the alleged discrimination take place?

Have you filed this complai	nt with any other federal.	state, or local a	gency: or with any fed	eral
state court?	, care reading,	orato, or room a	gono, or marany roa	orai
Yes				
No				
f so, which agency (check	all that apply)			
Federal agency	Federal Cour	t		
State Agency	State Court			
Local Agency	Otato Court			
LUCAI AUEIICV				
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	about a contact person a	t the agency/co	urt where the complair	nt wa
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# Northwest Regional Transportation Planning Organization (NWRTPO)

# **Public Participation Plan**



Adopted: January 10, 2018

#### Introduction

The Northwest Transportation Planning Organization (NWRTPO) is the entity responsible for transportation planning in the region comprised of Cibola, McKinley, and San Juan counties in New Mexico per New Mexico Law. Regional planning organizations were originally founded by the New Mexico State Legislature in 1978 to orchestrate planning in nonmetropolitan areas. The purpose of this document is to outline the State and Federal requirements for a Public Participation Plan for use by RTPOs. As an organization receiving Federal financial assistance for transportation planning, design, construction and maintenance, it is a requirement of State and Federal law that our organization develop and implement a program to foster continuing, cooperative and comprehensive (3-C) public participation. This program may be general, or project specific. In addition to being a regulatory requirement, public participation maximizes the benefits of transportation planning processes and outcomes. Accordingly, our organization recognizes that the travelling public has valuable insight to offer, in addition to a right to contribute to the planning process.

### State and Federal Requirements

RTPOs have numerous responsibilities including the development and contribution to Long Range Plans (LRPs), Regional Transportation Improvement Plan Recommendations (RTIPRs), provision of technical assistance to local officials, coordination of local planning across multiple disciplines, interagency/ tribal coordination of local planning, and creating opportunities for public participation. The Federal government defines public participation as "an open process in which the rights of the community to be informed, to provide comments to the Government and to receive a response from the Government are met through a full opportunity to be involved and to express needs and goals". Our public participation program is an opportunity to provide for this process and pertinent State and Federal requirements are summarized below.

# Responsibilities early in the process (23 CFR 450.210-316) General:

- Establish early and continuous opportunities for the public participation process
- Provide adequate public notice of opportunities for public comment and at key decision points
- Provide relevant information in a timely fashion
- Provide access to policy and technical information
- Make information, including plans, publically accessible in electronic format
- Provide adequate public notice of opportunities for public review of plans
- Hold meetings at convenient and accessible times and locations
- Include a process for considering environmental justice needs and requirements.
- Utilize documented process for nonmetropolitan official participation

<sup>&</sup>lt;sup>1</sup> 4 NMSA 57 and 58

<sup>&</sup>lt;sup>2</sup> 23 CFR 200.5 (c)

Guidelines for meetings per the New Mexico Open Meetings law (NMSA 10-15-1-5):

- All meetings of public bodies or agencies are to be public (10-15-1 (a-b))
- Activities applicable to Open Meetings Law include any formation of policy, discussion of public business or any action that the body has authority to take
- Public bodies to determine in public, what notice for public meeting is appropriate for that body and document publically through FCC licensed broadcast stations and newspapers of general circulation (10-15-1 (d)) said public notice
- Any reconvention of a meeting must be scheduled prior to recess of that meeting, and date and time of meeting must be posted in writing near the door of the original meeting and only matters scheduled to be discussed at the initial meeting may be discussed at the reconvened meeting (10-15-2(e))
- Meeting notices to include agenda of items to be discussed and be made publically available at least 24 hours prior to the meeting (f)
- Meeting bodies are to keep minutes that document, at minimum, date, time, place, persons in attendance and absent, material considered, a record of decisions and votes according to member. Minutes are to be made public and to be prepared no later than 10 working days after the meeting, subsequently reviewed by quorum, then made official (g)

#### Methods:

- Utilize visualization techniques and plan illustrations such as maps, diagrams charts, display boards, and slide presentations to clearly illustrate projects, plans and programs developed for committee meetings and public events.
- Allow a minimum of 30 days for comment and 15 days for review, prior to adopting, revising or updating plans.
- Provide opportunity for public comment any time an update or revision to a plan is made
- Social and economic statistics for the region are to be collected, analyzed and processed at regular intervals and results are to be made available to the public" (NMSA 3-56-5 (c))
- Entities are to provide information to the public at large, in order to foster public
  awareness and understanding of the objectives of the regional plan and the functions of
  local and regional planning, and to stimulate public interest and participation in the
  orderly, integrated development of the region" (NMSA 3-56-3 (f))

#### Review:

- Demonstrate explicit consideration of public input
- · Document reasons for changes to plans not adopted in public and accessible format
- Periodically review effectiveness of strategies for public participation
- When significant written and oral comments are received, prepare summary analysis of disposition of comments to include in final plan draft
- Periodically review public participation process

Guidelines for inclusion of affected parties (23 CFR 450.200-316)

- Citizens
- Affected public agencies (including but not limited to land management, natural resources, environmental protection, conservation and historic preservation)
- Representatives of public transportation employees
- Freight shippers
- Private providers of transportation
- Representatives of users of public transportation
- Representatives of users of pedestrian walkways and bicycle transportation facilities
- Representatives of the disabled
- Providers of freight transportation services
- Other interested parties
- Coordinate with Tribal governments and US Secretary of Interior regarding areas of the State under Tribal Jurisdiction
- Plans affecting metropolitan areas developed in coordination with MPOs
- Plans affecting nonmetropolitan areas developed in consultation with nonmetropolitan elected officials and relevant land management agencies with responsibility for transportation
- When appropriate, the use of "peer exchange" which Federal regulations define as the
  exchange of information and best practices between agencies, institutions and firms
  (public and private) with responsibility for transportation (23 CFR 420.203)
- Cooperation with statewide trade and economic development interests
- Consideration of interstate issues and coordination with appropriate agencies; use of interstate compacts when appropriate
- Coordination with State air quality agencies

### Persons of Limited English Proficiency: considerations and requirements

The <u>Northwest</u> RTPO is cognizant of the fact that for many persons living within our State and region, English is a second language and often, publicly accessible documents, processes and meetings may not be fully accessible to these populations. Accommodation of these populations is considered an element of compliance with Title VI of the Civil Rights Act of 1964's prohibition on discrimination on the basis of national origin. To this end, and in compliance with Executive Order 13166, the <u>Northwest</u> RTPO is committed to providing access to public materials and processes for persons of Limited English Proficiency (LEP). Minimum compliance standards followed are found in the LEP Guidance document in the Federal Register and include:

- That recipients of Federal assistance accommodate persons of LEP based on a fourfactor analysis including:
  - o Ratio or proportion of LEP persons served or encountered
  - Frequency LEP individuals come into contact with a program
  - Nature and importance of a program to people's lives

- Resources available to the recipient of services
- Services provided in accommodation of LEP individuals can include
  - Oral translation services
  - Written translation services
- · Development of a LEP action plan that includes:
  - o Identification of individuals needing assistance
  - Language assistance measures/ methods
  - Staff trainings
  - Provision of notice to LEP persons of services available
  - Monitoring and update of LEP plan<sup>3</sup>

#### **Environmental Justice**

In accordance with Executive Order 12898 regarding Environmental Justice, it is the mission of the <u>Northwest</u> RTPO to document and address concerns related to the spatial distribution of low-income and minority populations especially in relation to the positive and negative benefits associated with past, present and future transportation projects. The impact of projects can be wide ranging and significantly affect the ability of low-income minority families to access jobs, housing and services. In accordance with EO 12898, it is the mission of the <u>Northwest</u> RTPO to foster public participation with regard to:

- The effect of public projects on human and environmental health in areas with minority populations
- · Ensure greater public participation in areas with low income and minority families
- Improve research and data collection related to human and environmental health in areas with minority and low-income families
- Identify differential patterns of consumption of natural resources among minority and low income populations
- Inform the public of their right to submit recommendations to Federal agencies relating to the incorporation of environmental justice principles into programs and policies<sup>4</sup>

<sup>3 67</sup> FR 41455-41472

<sup>4 59</sup> FR 7629



# NWNMCOG | NORTHWEST REGIONAL TRANSPORTATION PLANNING ORGANIZATION

# -OFFICIAL MEMBERSHIP ROSTER-

ORGANIZATION	MEMBER	ALTERNATE				
Pueblo of Acoma	Dave Duetsawe, Director, Planning and	Monica Felipe, Project Coordinator,				
	Engineering Office, NWRTPO Vice Chair	Planning and Engineering Office				
Pueblo of Laguna	Ray Lucero, Director, Public Works Department	VACANT				
Pueblo of Zuni	Royce Gchachu, Program Manager, Zuni Department of Transportation	Roxann Hughte, Zuni DOT				
Navajo Nation	Larry Ute Joe, Northern Agency, NDOT Rosilyn Smith, Eastern Agency, NDOT	Karen Benally, Planning Dept. Manager - NDOT				
Cibola County	Anna Larson, GIS Director	Judy Horacek, Projects Coordinator				
McKinley County	Jeff Irving, Superintendent, Roads Department, NWRTPO Chairman	VACANT				
San Juan County	Nick Porell, Deputy Public Works Administrator	Fran Fillerup, Public Works Administrator				
City of Gallup	Stan Henderson, Director, Public Works Director	Alicia Santiago, Grants & Contracts Manager				
City of Grants	Don Jaramillo, Projects Coordinator	Les Gaines, Asst. City Manager				
Village of Milan	Jack Moleres, Director, Public Works Department	Denise Baca, Village Clerk				
Ramah Navajo	Shane Lewis, RNDOT					
	AFFILIATE & ADVISORY MEMB	EFRS				
Farmington MPO	Nick Porell, Farmington Public Works Admin.	vacant, Farmington MPO Planner				
Cubero Land Grant	Vacant					
Cubero Land Grant						
Seboyeta Land Grant	Vacant					
	Vacant Cerisse Grijalva, Program Manager, Southwest RTPO					
Seboyeta Land Grant Village of Reserve /	Cerisse Grijalva, Program Manager,					
Seboyeta Land Grant Village of Reserve / Catron County	Cerisse Grijalva, Program Manager, Southwest RTPO Sandy Gaiser, Regional / Transportation					
Seboyeta Land Grant Village of Reserve / Catron County Sandoval County NM Economic Dev.	Cerisse Grijalva, Program Manager, Southwest RTPO Sandy Gaiser, Regional / Transportation Planner, Mid-Region RTPO Fred Shephard, Regional Community	Shannon McKenna, Supervisory Highway Engineer Daniel Boyd, Highway Engineer				
Seboyeta Land Grant Village of Reserve / Catron County Sandoval County  NM Economic Dev. Department BIA Southwest Regional	Cerisse Grijalva, Program Manager, Southwest RTPO Sandy Gaiser, Regional / Transportation Planner, Mid-Region RTPO Fred Shephard, Regional Community Representative Angela Arviso, Regional Transportation	Engineer				
Seboyeta Land Grant Village of Reserve / Catron County Sandoval County  NM Economic Dev. Department BIA Southwest Regional Office  BIA Eastern Navajo	Cerisse Grijalva, Program Manager, Southwest RTPO Sandy Gaiser, Regional / Transportation Planner, Mid-Region RTPO Fred Shephard, Regional Community Representative Angela Arviso, Regional Transportation Engineer  Jerry DeGroat, Agency Realty Officer	Engineer Daniel Boyd, Highway Engineer Barry Lytle, Manager,				
Seboyeta Land Grant Village of Reserve / Catron County Sandoval County  NM Economic Dev. Department BIA Southwest Regional Office  BIA Eastern Navajo Agency BLM, Rio Puerco Field	Cerisse Grijalva, Program Manager, Southwest RTPO Sandy Gaiser, Regional / Transportation Planner, Mid-Region RTPO Fred Shephard, Regional Community Representative Angela Arviso, Regional Transportation Engineer  Jerry DeGroat, Agency Realty Officer Real Estate Services	Engineer Daniel Boyd, Highway Engineer Barry Lytle, Manager,				

National Parks Service	Mitzi Frank, Superintendent	
National Parks Service	El Morro & El Malpais National Monument	
Federal Highway Administration (FHWA)	J. Don Martinez, Division Administrator	Rodolfo Monge-Oviedo, Planning & Program Development Team Leader
Federal Transit Administration (FTA)	Tony Ogboli, Community Planner	Lynn Hayes, Community Planner
	NM DEPARTMENT OF TRANSPOR	RTATION
Strategic Planning	*Neala Krueger, G2G Planning Liaison	Jessica Griffin, Planning Bureau Chief
Bureau/G2G/Liaisons	*Ron Shutiva, Tribal Liaison	Rosa Kozub, G2G Unit Supervisor
District 6	Larry Maynard, District Engineer Arif Kazmi, Assistant District Engineer	Joann Garcia, Marticia Holiday, Bill Santiago
District 5	Paul Brasher, Acting District Engineer	Stephen Lopez, Technical Support Engineer
Central Regional Division	Luke Smith, T/LPA Coordinator	
Transportation Alternative Program (TAP)	Wade Patterson, Supervisor	
Recreational Trails Program (RTP)	Shannon Glendenning, Urban & Regional Planner	
Local & Tribal Technical Assistance Program	Josh Johnson, Manager - NM Local Technical Assistance Program	Todd Macalady, Director, Mountain West Tribal Technical Assistance Program
Project Oversight Division	Sean Sandoval, Contract Manager	Vacant / TBD, Local & Capital Projects Coordinator
Transit & Rail Division	David Harris, Transit & Rail Bureau Chief	Kevin Olinger, Transit Bureau Chief Bill Craven, Rail Bureau Chief
Transportation	Billy Moore, District 6	Ron Schmeits, Chairman
Commissioners	Butch Matthews, District 5	Commission and Meeting Schedule
	NWRTPO STAFF	
Program Manager	Robert Kuipers, Associate Planner / RTPO Program Manager	Angelina Grey, Associate Planner Carrie House, Associate Planner
COG Support Staff	Jeff Kiely, Executive Director	Martina Whitmore, Admin Assistant



### NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

# Northwest Regional Transportation Planning Organization (NWRTPO)

# Agenda Item V: Annual RTPO Member Satisfaction Survey and Training Attended

Subject: Annual NWRTPO Member Survey and Training Report

Prepared by: Robert Kuipers

Date: 1/3/18

#### BACKGROUND

- Why? On an annual basis, the NWRTPO issues a member survey to enable members to assess
  the RTPO's performance, and make recommendations; this includes tracking the trainings and
  webinars that RTPO members have participated in.
- Purpose. This annual exercise helps assess, track and fine tune the RTPO's service and
  performance, along with staff and member training and professional development. It also
  provides RTPO members an opportunity to recommend regional priorities going forward.
- Discussion/Finalization. Members are asked to complete and submit the survey (which has a section for reporting training) emailed from Survey Monkey 12/29/17. Please report both trainings and webinars.

#### **WORK TO DATE**

 Staff updated the survey to include RTPO quality of staff service feedback, ideas for generating resources in rural, and recommendations for advancing our five Regional Transportation Plan goals.

### **ANTICIPATED WORK**

- Members are requested to complete and submit the survey (reference 12/29/17 email from Survey Monkey) and report on trainings and webinars attended during FY17 (10/16 – 9/17)
- Members can also report training / webinars attended between Oct. Dec., 2017

#### **ATTACHMENTS**

Hard Copy – Member Satisfaction Survey for FY17

#### **BUDGET IMPACT**

none

### **ACTION ITEM**

no policy action – members are requested to complete and submit the survey

# Trainings attended in FFY17

# Robert Kuipers

C







RK

Fri 12/29/2017 11:27 AM

- To: Anna Larson <alarson@co.cibola.nm.us>; jirving@co.mckinley.nm.us;
  Porell.Nick <nporell@sjcounty.net>; Stanley Henderson <shenderson@gallupnm.gov>;
  Grantsprojects@cityofgrants.net; publicworks@villageofmilan.com; Larry Joe <ljoe@navajodot.org>;
  rsmith@navajodot.org; David Deutsawe <ddeutsawe@puebloofacoma.org>;
  rlucero@lagunapueblo-nsn.gov; Royce.Gchachu@ashiwi.org;
  Shane Lewis <ShaneLewis@ramahnavajo.org>
- Cc: Judy Horacek <jhoracek@co.cibola.nm.us>; Alicia Santiago <asantiago@gallupnm.gov>;
  Les Gaines <l.gaines@cityofgrants.net>; milanclerk@villageofmilan.com; kbenally@navajodot.org;
  mfelipe@puebloofacoma.org; Roxann Hughte <Roxann.Hughte@ashiwi.org>;
  Patterson, Wade, NMDOT <Wade.Patterson@state.nm.us>;
  Shutiva, Ron, NMDOT <ron.shutiva@state.nm.us>;
  Krueger, Neala, NMDOT <Neala.Krueger@state.nm.us>; joann.garcia2@state.nm.us;
  Lopez, Stephen, NMDOT <Stephen.Lopez@state.nm.us>; Evan Williams \$

Sent Items

This message was sent with high importance.

### Greetings RTPO members:

Beside the survey emailed earlier today from Survey Monkey, we are looking to document the trainings and webinars that our members have attended / participated in for the past fiscal year: Oct. 2016 - Sept. 2017. Please be prepared to bring a report on the training you've attended (preferably in writing) to our January 10 meeting, hosted by Cibola County.

Training categories (for regional training events or webinars) include:

- LTAP and TTAP (Local Technical Assistance Program / Tribal Technical Assistance Program)
- National Highway Institute
- Federal Highway Assoc. (FHWA)
- Federal Transit Admin. (FTA)
- Other (other trainings that pertain to transportation)

You may choose as an option to provide this information on the Survey Monkey (Member Satisfaction Survey) document that was emailed prior to this notice - but this survey document may not provide enough space for details, especially if you've been to quite a few trainings during this FY17 period.

Thanks, and we will cover this subject at our January 10 meeting; members who won't be able to make this meeting should complete the survey previously emailed, and if necessary email me any additional details about the trainings you've attended for the FY17 period.

Thanks, and best wishes as we enter a new year!

Robert Kuipers

rkuipers@nwnmcog.org

505-722-4327





# **RTPO Survey**

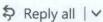
### Evan Williams

Wed 12/27/2017, 2:58 PM Robert Kuipers ≯









Inbox

Surveymonkey

Login ID: NWNMCOG

PW: nwnmcog

https://www.surveymonkey.com/home/

Evan J. Williams, Deputy Director Northwest New Mexico Council of Governments



"Our Region, Your COG" Over 40 years of Advancing Northwest NM 409 South 2nd Street Gallup, NM 87301 505.722.4327

www.nwnmcog.com

### Annual Northwest RTPO Member Survey

NWRTPO Member Satisfaction Survey January 2018

- . The goal of this survey is to provide feedback from our membership on the RTPO program.
- This is an annual deliverable under our Regional Transportation Plan that is reported to the NMDOT.
- · Internal recommendations are presented and shared with the RTPO staff and membership.

1. Please enter the nu	mber of training events you attended during the last year?
LTAP/TTAP: Local or Trib	d.
Training Assistance	
Programs	
NHI: National Highway	
Institute	
FHWA: Federal Highways	
Administration	
Other	
2. Would your entity	be interested in a RTPO orientation for your policy officials in the upcoming year?
	or anciested and rest of statement for your pointy officials in the apcontainty year.
3.API.ow worther you ra	te the RTPO services over the last year?
4 Dl	(compliant to the first to the
4. Please provide us i	nformation on any presentation(s) you are interested in having at a RTPO meeting.
5. Please provide us a	ny feedback on issues or ideas that would be helpful to improve our service.
6 The DTDO continue	to the to attend the more benefit or the few terms and the section and the section of the sectio
	es to try to strengthen rural positioning for transportation resources, using data and
performance measur	es; do you have any new ideas or creative suggestions?
7. The goals in our Re	egional Transportation Plan include:
0	
Goal #1: Operate wit	h Transparency & Accountability
	ety & health for all system users;
	insportation assets for long term;
	litmodal connectivity & access:
Goal #5. Respect for	litmodal connectivity & access;
	litmodal connectivity & access; NM cultures, environment, history, & quality of life.
Are there enecific etr	



A PROGRAM OF Northwest New Mexico Council of Governments

# **NWRTPO | Northwest Regional Transportation Planning Organization**

Agenda Item #VI:

**NWRTPO Regional Work Program Status Report** 

Subject: RWP Monthly Report

Prepared by: Robert Kuipers

Date: 1/3/18

#### **BACKGROUND**

**Why?** Due to a NMDOT Office of Inspector General (OIG) Audit and subsequent findings, NWRTPO 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.

#### WORK TO DATE

- RTPO staff met with NMDOT staff on 12/7/16 to review a draft corrective action plan, detailing specific actions and controls in a number of areas 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 December 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 was attached. RTPO members approved amendment #2 for our biennial work program at our 12/13/17 mtng; adjusting hours based on FY17 experience and expectations for FY18, which is pending approval from the NMDOT Planning Dept. and the NM FHWA Office.

#### ANTICIPATED WORK

- Ongoing reports to the NWRTPO members at monthly meetings.
- RWP amendment requests may be anticipated, as time and budget demands may vary as the fiscal year progresses.
- Our annual Quality Assurance Review (QAR) occurred on April 12<sup>th</sup>,2017; which provided a
  good check-up on how the RTPO is performing.

#### **ATTACHMENTS**

RWP & Budget Monthly Report

### **BUDGET IMPACT**

None.

#### **ACTION ITEM**

This is a monthly report item only.

# **RTPO APER Budgeted Staff Hours Summary**

Staff Hours Summary FFY17													
Function	Budgeted Hours	Amend- ment #1	Change	Q1	Q2	Q3	July	Aug.	Sept.	Q4	Total Actual hours	Hours Remaining	Percentage budgeted differs from actuals*
1	300	250	-50	82.75	59.5	72	21.5	13	1.5	36	250.25	-0.25	0.10%
2	100	200	100	64.50	8.25	14.5	22.75	43	12.5	78.25	165.50	34.50	-17.25%
3	400	400	0	209.75	30.25	25.75	26.25	103	15.75	145	410.75	-10.75	2.69%
4	400	250	-150	64.25	71	104.5	34.5	13.5	0.5	48.5	288.25	-38.25	15.30%
5	400	600	200	196.00	221.5	194.5	42.75	40.5	19	102.25	714.25	-114.25	19.04%
6	400	300	-100	80.50	46	48.25	67	47.5	43	157.5	332.25	-32.25	10.75%
TOTAL	2000	2000	0	697.75	436.5	459.5	214.75	260.5	92.25	567.5	2161.25	-161.25	8.06%

<sup>\*</sup>if budgeted hours differ from actual hours by more than 20% in any function, provide a narrative explanation below

Explanation: #3 - project dev. & monitoring required more investment during RTIPR / DOT District RTIP period (mainly 1st quarter); #5 - general support continues to capture the most monthly staff support activity.

Staff Hours Summary FFY18											
Function	Budgeted Hours Amdmt. 2	Oct.	Nov.	Dec.	Q1		Q3	Q4	Total Actual hours	Hours Remaining	Percentage budgeted differs from actuals*
1	250	0	4	0.00	4				4.00	246	-98.40%
2	200	6.5	36	29.50	72		0	0	72	128	-64.00%
3	400	9.5	5.75	16.50	31.75		0	0	31.75	368.25	-92.06%
4	250	13.5	27.25	14.50	55.25		0	0	55.25	194.75	-77.90%
5	700	60	48.75	41.00	149.75		0	0	149.75	550.25	-78.61%
6	300	28.5	43.75	48.50	120.75		0	0	120.75	179.25	-59.75%
TOTAL	2100	118	165.5	150.00	433.5		0	0	433.50	1,667	-79.36%

<sup>\*</sup>if budgeted hours differ from actual hours by more than 20% in any function, provide a narrative explanation below

Explanation: NWRTPO Policy Committee approved amendment to functions 5 & 6 (6 by > 20%) in 8/9/17 and again in 12/13/17 meeting.



### **NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS**

# Northwest Regional Transportation Planning Organization (NWRTPO)

Agenda Item #VII: Routine Items Section – Reports,

**Updates & Announcements** 

Subject: Discussion / Presentation Items

Prepared by: Robert Kuipers, NWRTPO

Date: 1/3/18

### BACKGROUND

- 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**

- RTPO Report
- Member Reports

### Member Special Reports:

· None submitted prior to the meeting

### **NMDOT Reports:**

- G to G Liaison: Neala Krueger
- Tribal Liaison: Ron Shutiva
- District 6: JoAnn Garcia & staff; District 5: Steve Lopez
- DOT Planning Unit Govt. to Govt. Weekly Updates

### **Training & Funding Opportunities**

 CMAQ (coming in Spring of 2018) and FHWA-National Safety Council (due 1/26/18) funding opportunities

### New Business / Open Floor:

No formal requests submitted

# **NWRTPO | Northwest Regional Transportation Planning Organization**

# Monthly Report - December 2017

- A. NWRTPO Regional Work Program and Budget Update: During our August meeting, RTPO staff presented updates to our FFY 18 Regional Work Program and budget, which primarily consist of changing time allocations to the various work function components, based on our experience this past year, and anticipated time investment needs for the upcoming year. RTPO members approved and authorized this second amendment to the NWRTPO RWP for FFY 18. The RTPO members again voted to approve the same amendment at our 12/13/17 meeting, and assign and authorize \$15,104 in FFY17 carry over funds. RTPO staff will be submitted this amendment to the NMDOT Planning Dept. for approval for the FFY 18 work program, and are awaiting NMDOT and NMFHWA approval after review.
- B. 4 Corners Counties Collaborative Meetings: RTPO staff continue to support ongoing meetings sponsored by McKinley County, that include all interested / participating counties within Arizona, New Mexico, and Utah, that are part of Navajo Nation lands, along with BIA and Navajo Nation representatives. This group continues to seek ways to find more cost and time efficient transportation development and maintenance through cross-jurisdictional agreements.
- C. GIS Data Gathering, Mapping and Compiling Work: RTPO staff will continue to reach out to our three Pueblos Laguna, Acoma and Zuni regarding the opportunity to include their transportation mapping and data into our regional portfolio, based on what each Pueblo is willing to share. COG staff completed GIS mapping for new development of 36 miles of recreational trails in the Zuni Mountains in November, 2017, and continue contributing GIS mapping for regional transportation infrastructure.
- D. 2018 NMDOT Rail Plan Update: RTPO staff continue reaching out to our members to take advantage of a window of time this year to include our local govt. interests in the NMDOT Rail Plan update, by simply informing the DOT Rail staff of (near future) local rail opportunities that may have potential for plan inclusion.
- E. 5310 / 5311 Public Transportation Appl. Ranking: There is concern among the RTPO's regarding a new electronic submission method proposed from NMDOT Transit & Rail, for the application ranking results from RTPO evaluations of their respective regional public transportation providers. A) Many RTPO staff around the state were not able to log in to the initial web-based training (10/12), and B) Transit and Rail staff did not show up at the statewide RTPO Roundtable held 10/24 in Santa Fe to again explain the process. The NWRTPO conducted these evaluations at our 12/13 meeting, and staff will follow up with transit and rail regarding the electronic submission process; we are finally saving some trees!
- F. <u>CMAQ (Congestion Mitigation & Air Quality) Funding</u>: An opportunity for CMAQ funding will be forthcoming for rural regions and RTPO's in the Spring of 2018. This funding will be less restricted by air quality mitigation, and will support preventive options such as multi-modal trails, school bus retrofits, and transition to natural gas for transit fleets.
- G. FHWA National Safety Council Funding Opportunity: applications due 1/26/18 see 12/18 GtG Report.
- H. <u>NMIFC Award</u>: Congratulations to Dave Deutsawe, Monica Felipe, and the Acoma team for recieving the award for outstanding achievement in transportation development at the NM Infrastructure Conference Oct 25-27, 2017, related to their successful CMGC multi-project development process.
- New Annual Mtng. Schedule: Need to develop a new annual meeting schedule for May, 2018 April 2019 by or before our April 2018 meeting.

# Fw: FHWA Office of Planning, Environment, and Realty (HEP) Weekly Digest Bulletin

# RK KO

# Robert Kuipers









Mon 12/11/2017 2:00 PM

To: Anna Larson <alarson@co.cibola.nm.us>; jirving@co.mckinley.nm.us;
Porell.Nick <nporell@sjcounty.net>; Stanley Henderson <shenderson@gallupnm.gov>;
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rsmith@navajodot.org; David Deutsawe <ddeutsawe@puebloofacoma.org>;
rlucero@lagunapueblo-nsn.gov; Royce.Gchachu@ashiwi.org;

Sent Items

Good afternoon RTPO members and DOT colleagues:

The latest news from FHWA Office of Planning, Environ. & Realty. -Bob Kuipers rkuipers@nwnmcog.org 505-722-4327

From: FHWA Office of Planning - Environment - and Realty - HEP <FHWA.HEP@public.govdelivery.com>

Sent: Sunday, December 10, 2017 7:08 AM

To: Robert Kuipers

Subject: FHWA Office of Planning, Environment, and Realty (HEP) Weekly Digest Bulletin



# Planning, Environment, & Realty



# HEP Research Quarterly Newsletter - Fall 2017

12/04/2017



### RESEARCH QUARTERLY NEWSLETTER - FALL 2017

# Welcome to the Fall 2017 edition of the FHWA's Office of Planning, Environment and Realty's (HEP) quarterly research newsletter.

One focus of the Office of Planning, Environment, and Realty's (HEP) research is a commitment to improving the way transportation contributes to local and regional economies and quality of life in communities. It is important for transportation planners and decision makers to understand how transportation projects can support local and regional economic development goals. The National Systems and Economic Development Team has been working to flesh out our understanding of these linkages, and to develop tools, data, and case studies that support planning efforts. We recently featured a series of webinars focusing on this intersection between economic development and transportation. The three webinars highlighted Federal resources available for fostering job creation and resilient economies, introduced how to identify and understand economic drivers, and discussed potential new revenue sources from the benefits created by



Stefan Natzke, FHWA

transportation projects. You can read about the webinars in this issue and access the recordings through links below.

Articles in this newsletter include a report to enhance bicycle and pedestrian access along a future bus ratransit corridor in Richmond, Virginia, a pooled fund study to close the research gaps for pedestrian and bicycle planning, and HEP's collaboration with State DOTs to explore the use of highway right-of-way (ROW) to accommodate renewable energy technologies. Finally, this issue includes the regular features research highlights and an events schedule.

I encourage you to explore these resources, consider contributing to them, and help identify future resear needs.

Stefan Natzke,

Team Lead National Systems and Economic Development Office of Planning, Environment, and Realty The Office of Human Environment recently completed two reports on new bicycle-pedestrian research conducted in partnership with the City of Richmond, Virginia. The first report, The City of Richmond Pedestrian and Bicycle Network Improvement Study, provides recommendations which will improve bicycle and pedestrian access to seven new Bus Rapid Transit stations along a 7-mile corridor in downtown Richmond. The second report, Incorporating Qualitative Data in the Planning Process: Improving Project Delivery and Outcomes, uses Richmond as a case study to highlight emerging tools, techniques, and resources for gathering public and stakeholder input to inform the planning process, improve project outcomes, and contribute to streamlining project delivery.

# Filling the Gaps in Pedestrian and Bicycle Research

The Fostering Innovation in Pedestrian and Bicycle Transportation Pooled Fund (TPF) Study focuses on bicycle and pedestrian network planning, safety, design issues, traffic control devices, and other relevant issues as determined by TPF participants. The study supplements existing research and fills an important missing gap by emphasizing short turnaround practical research on issues immediately relevant to practitioners. It addresses national goals and priorities identified through input from local, State, and national. FHWA offices are coordinating to ensure that the TPF addresses cross-cutting issues, recognizes research underway and planned, and does not duplicate other efforts. This TPF study is a collaborative effort among several State Departments of Transportation (SDOTs) and FHWA offices, including: the Office of Planning, Environment, and Realty; Office of Operations; Office of Operations Research and Development; Office of Safety; Office of Safety Research and Office of Transportation Policy Studies.



# Renewable Energy in Highway Right-of-Way



SDOTs are exploring the use of highway right-of-way (ROW) to accommodate renewable energy technologies. These projects can provide both economic and environmental benefits to states by adding value to ROW assets, diversifying energy generation, reducing emissions, and promoting local green job markets. HEP's Office of Natural Environment and Office of Real Estate Services are hosting a series of peer exchanges to foster discussion among DOT practitioners regarding their agency's activities and challenges in this area. The first peer exchange brought together practitioners from Massachusetts, Minnesota, Maryland, Texas, Georgia, and Vermont, and further exchanges are being planned. To learn more, visit: FHWA Renewable Energy in Highway Rights of Way.

### Webinars of Interest

# Economic Development Issues Three-Part Webinar Series

FHWA's National Systems and Economic Development Team presented a three-part webinar series focusing on economic development issues. The first in the series; EDA 101: The Economic Developme Administration and its Programs described how economic development intersects with transportation policy through strategic investments that foster job creation and attract private investment. FHWA and sta from the U.S. Department of Commerce's Economic Development Administration (EDA) provided a high-level overview of key financial and technical assistance resources that support plans and projects in distressed areas. Value Capture and Transportation Projects is an introduction to value capture, and economic and implementation considerations. FHWA and the Federal Transit Administration (FTA) presentations include; an introduction to available tools such as impact fees, special assessment districts and air rights sales/leases, and FHWA and FTA case studies on these topics. The final webinar in the series, Understanding Local and Regional Economic Development highlighted methods for identifyin local economic strengths, examined using online Federal data sources to understand local and regional economic drivers, and discussed the coordination of economic development and transportation planning. Recordings of all three webinars are available on the Economic Development webpage.

# Series of CSS Peer Exchanges

The Office of Planning, Environment, and Realty recently held 4 virtual peer exchanges to highlight outcomes from CSS targeted technical assistance activities held in six States: Minnesota, Florida, North Dakota, Washington, Delaware, and Idaho. The virtual peer exchanges provided an opportunity for transportation practitioners throughout the Country to have an interactive discussion regarding their progress incorporating CSS into their business practices, including lessons learned, challenges, success and next steps. A summary report of the peer exchanges will be posted on the CSS website.

# Research Highlights

#### Environment

### Site Selection Factors Along Economic Development Corridors

The research will produce a primer-style document for transportation planners that describes the site selection industry, details their methods and procedures, and discusses the factors site selectors use who choosing locations for facilities of different type. The primer will consider site selection in the context of be attracting new economic activity as well as retaining existing economic activity, with attention to the importance of transportation access and connectivity. The final product will emphasize the role transportation and highways play in the selection process. Staff Contact: [kevin.adderly@dot.gov]Kevin Adderly, 202-366-5006.

# Nature-Based Techniques for Coastal Highway Resilience

Green infrastructure such as dunes, wetlands, living shorelines, reefs, and beaches can protect highways from coastal flooding while offering environmental benefits. FHWA sponsored five pilot projects to assess the potential for such techniques to protect specific locations along coastal roads and bridges, and is holding peer exchanges and developing an implementation guide to assist agencies designing nature-ba solutions. Staff Contact: <u>Tina Hodges</u>, 202-366-4287.

The Office recently updated the eNEPA collaboration tool that enables State DOTs and other transportation agencies to share documents, track comments, schedule tasks with participating agencies, and perform concurrent reviews for Environmental Impact Statements, Environmental Assessments, US Coast Guard Bridge Permit, and US Army Corp of Engineers Section 404 Permit. Version 2.0: 1) allows users to customize NEPA document templates including capability to enter Categorical Exclusions and other mod projects; 2) Improves document review functions to allow larger files sizes and organize comments/review and 3) Adds task manager functions to improve team/resource agency coordination. Staff Contacts:

Andrew Brunner, 202-366-4651 or, David Williams, 202-366-4074.

### Planning

### Scenario Planning of Future Freight and Passenger Traffic Flows Across U.S. Borders

The U.S. Department of Transportation (DOT), through FHWA and in cooperation with Transport Canada and the Mexican Secretariat of Transportation and Communications, <u>has initiated a study</u> to develop U.S.-Mexico and U.S.-Canada regional projections of freight and passenger volumes over the next 30 years. **Staff Contact:** <u>Tricia Harr</u>, 202-366-9214.

### Real Estate

### Right-of-Way Planning Cost Estimator

This study will provide FHWA with tangible and easily understandable documentation for transportation professionals in public agencies, at the state and local levels, to use in support of implementing electronic right-of-way cost estimate calculators for ROW and related activities. **Staff Contact:** Peter Clark, 202-366 2025.

# **Upcoming Events**

November 30, 2017
 Deadline Extended – I-TED Call for Papers

The International Transportation and Economic Development (I-TED) Conference program committee announced a Call for Abstracts under the theme "Relationships between Multimodal Transportation and Economic Development: Policy, Infrastructure, and Technology," with a deadline of November 30, 2017. Conference organizers are accepting abstracts for papers, presentations, and poster sessions. The quadrennial conference takes place, June 6-8, 2018, at the National Academy of Sciences in Washington, DC. This international forum highlights approaches and research to integrate mobility with progress toward development of



sustainable economies. Professionals from private industry, government, academia, and the research community gather at the conference to discuss critical linkages between transportation  $\epsilon$  economic development. The Transportation Research Board organized the 2-day event with support from the Federal Highway Administration (FHWA) and the National Transportation Center, Univer of Maryland. Staff Contact: Stefan Natzke, 202-366-5010

December 6, 2017

PeopleForBikes' eMTB Land Manager Handbook

Join PeopleForBikes for a presentation of the Land Manager eMTB Handbook. This handbook is modeled after the BLM GQTEs (Guidelines for a Quality Trail Experience) and developed in partnership with the bicycling industry, BLM, and professional trail builders. The handbook provide

practical field resource for the planning, design, construction, maintenance, and management of electric mountain bikes.

#### · January 7 - 11, 2018

<u>Transportation Research Board's 97th Annual Meeting</u>, Washington, DC

The program covers all transportation modes, with more than 5,000 presentations in nearly 750 sessions and workshops, addressing topics of interest to policy makers, administrators, practitioners, researchers, and representatives of government, industry, and academic institutions This year's theme: Transportation: Moving the Economy of the Future. **Staff Contact:** <u>Patricia</u> Cazenas, 202-366-4085.

#### January 23 – 24, 2018

NCSE's 18th National Conference and Global Forum on Science, Policy, and the Environment, Washington, DC

18th National Conference and Global Forum: The Science, Business, and Education of Sustainal Infrastructure: Building Resilience in a Changing World, at the Hyatt Regency Crystal City. The conference will explore how systems thinking and a sustainability framework can serve society through education about an investment in natural, built, cyber, and social infrastructure. **Staff Contact:** Shari Schaftlein, 202-366-5570.

The Office of Human Environment's Research and Financial Services Team administers research progra and financial support to HEP for research initiatives. The Team provides leader'ship, coordination, support and implementation of research activities. It also works toward improving outreach, communication, and partnerships between Federal, State, and local stakeholders in managing the research programs. For mc information, please contact HEP's Primary Research Coordinator: <a href="Patricia Cazenas">Patricia Cazenas</a>, 202-366-4085.

TMIP Webinar: Innovations in MAG Activity-Based Model a Incorporation of Travel Time Reliability in Modeling Procedu Dec. 20, 2017 from 2pm-4pm Eastern



TMIP Webinar: Innovations in MAG Activity-Based Model and Incorporation of Tra Reliability in Modeling Procedures - Wednesday, December 20, 2017 from 2:00pm 4:00pm Eastern Please join us for our next webinar: Innovations in MAG Activity-based Model and Incorporation of Travel Reliability in Modeling Procedures.

This webinar is likely to fill up, so please share a connection whenever possible. V limited to 100 participants in the web room. A copy of the slides will be linked to i email sent the day of the presentation so that those who cannot get into the web r follow along on the teleconference line.

# **Session Description**

The session will focus on the innovative features and implementation details of the Maric Association of Governments Activity-Based Model. Special attention will be given to incc of travel time reliability metrics in the model and the model implementation details such a software development and hardware architecture, data requirements and approaches for analysis and visualization. The presenters will describe activity generation and tour form an emphasis on supply side of the activities, sub-model for escorting children to school, models for work arrangements, and features designed for future integration with dynamic assignments. Next steps in model development will be discussed as well.

#### **Presenters**

# Vladimir Livshits - Maricopa Association of Governments

Vladimir has more than 30 years of experience in the fields of transportation planning, trademand modeling and transportation economics. He has Ph.D. in Transportation Planning Economics and M.Sc. in computer science from Moscow State Technical University. He a program manager for the Maricopa Association of Governments.

# Shuyao Hong - Maricopa Association of Governments

Shuyao is a Transportation Engineer II with Maricopa Association of Governments. He p works on data analysis and visualization of travel, traffic, and travel demand model datas received his Master's Degree in Geography from Arizona State University.

# Petya Maneva - Maricopa Association of Governments

Petya is a Transportation Engineer and GIS (Geographic Information Systems) profession the travel demand modeling team at Maricopa Association of Governments. She is responded a preparation of the model inputs, spatial analytics and visualization. Petya holds a M degree in GIS from University of Redlands, California and has extensive knowledge of the software. She has given multiple presentations at technical conferences and workshops.

# Arup Dutta- Maricopa Association of Governments

Arup is a System Modeling Engineer with Maricopa Association of Governments. His are specialization is Travel Demand Modeling. He has a Ph.D. degree in Civil Engineering fr University of Wisconsin-Madison.

#### Peter Vovsha - WSP

Peter is the Assistant Vice President of WSP responsible for research & development of innovative transportation models. In recent years, he managed many ABM development and ABM-DTA integration projects. His research work and expertise include travel behave analysis, econometrics, decision-making algorithms, and agent-based modeling. He is a in such model application areas as pricing studies, travel time reliability, autonomous vel and premium transit services.

### Jim Hicks- WSP

Jim is a Principal Software Developer and Travel Demand Analyst with the Systems Ana Group at WSP. Jim has been the principal software architect of the ABM development p and ABM-DTA integration projects at WSP. He has also been active in application of DT analysis of traffic in regard to regionally significant construction closures. Jim received a Civil Engineering from the University of Illinois at Chicago.

# Kyunghwi (KJ) Jeon - Maricopa Association of Governments

KJ is a Transportation Engineer III with Maricopa Association of Governments. He prima on activity based travel demand model development and maintenance. He also worked MAG Behavioral Freight Model Development project which was a part of the FHWA SHF Implementation Assistance Program.

# **Meeting Information**

Participants do not need to preregister to attend the webinar.

You can log on to the webinar at:

https://connectdot.connectsolutions.com/tmipvirtualseminars/

The TeleConference Toll Free Number: 1-888-675-2535

Participant Passcode: 8344566

Meeting information has also been provided in the attached calendar invite.

NOTE: We are experiencing some issues with the Flash Player in Chrome and Fire You may receive a message about the Flash Plugin and may not be able to procee meeting room. Until a solution is found for this issue, please use Internet Explorer

### **Contact Us**

If you would like to work with TMIP to share your agency's experience or if you have questions or commer TMIP, please contact <u>Sarah Sun</u>, FHWA.

We are committed to providing equal access to TMIP Webinars for everyone. If you need alternative forms reasonable accommodations, please send an e-mail to moderator@tmip.org with your request. We will resuper your request within 24 hours.

 TMIP+Webinar+Innovations+in+MAG+Activitybased+Model+and+Incorporation+of+Trave.ics

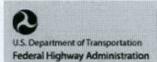
# FHWA Office of Planning, Environment, and Realty (HEP) New in HEP Update

12/08/2017

You are subscribed to What's New in HEP for FHWA Office of Planning, Environment, ar (HEP). This information has recently been updated, and is now available. <a href="http://www.fhwa.dot.gov/hep/whats\_new/">http://www.fhwa.dot.gov/hep/whats\_new/</a>

Update your subscriptions, modify your password or email address, or stop subscriptions a time on your <u>Subscriber Preferences Page</u>. You will need to use your email address to log you have questions or problems with the subscription service, please contact subscriberhelp.govdelivery.com.

This service is provided to you at no charge by <u>DOT FHWA Office of Planning, Environmer Realty (HEP)</u>.



Federal Highway Administration | 1200 New Jersey Avenue, SE | Washington, DC 20590 | 202-36

This email was sent to rkuipers@nwnmcog.org using GovDelivery Communications Cloud on behalf of: FHWA Office of Planning, Environment, and Realty (HEP)  $\cdot$  1200 New Jersey Avenue, SE  $\cdot$  Washington, DC 20590  $\cdot$  202-366-4000

go

# Fw: FHWA Office of Planning, Environment, and Realty (HEP) Weekly Digest Bulletin

# RK

# Robert Kuipers

Mon 12/18/2017 8:39 AM



Reply all | V

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Evan Williams \$

#### Sent Items

RTPO members and DOT colleagues:
The latest report from FHWA Office of Planning, Environment & Realty.
-Bob Kuipers
rkuipers@nwnmcog.org
505-722-4327

From: FHWA Office of Planning - Environment - and Realty - HEP <FHWA.HEP@public.govdelivery.com>

Sent: Sunday, December 17, 2017 1:33 AM

To: Robert Kuipers

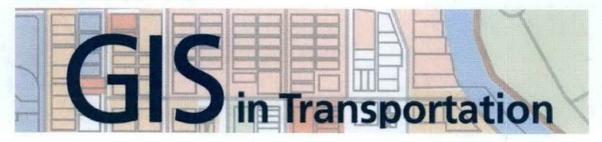
Subject: FHWA Office of Planning, Environment, and Realty (HEP) Weekly Digest Bulletin



# GIS in Transportation Fall 2017 Newsletter

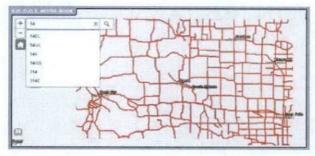
12/11/2017

ISSUE NUMBER 32 • FALL 2017



# A Newsletter from the Federal Highway Administration (FHWA)

[www.gis.fhwa.dot.gov]www.gis.fhwa.dot.gov



# SDDOT's Top 3 Reasons for Migration to Microsoft SQL 2014

# Article by Kimberly Zerr, South Dakota DOT GIS Coordinator

The mission of the South Dakota Department of Transportation (SDDOT) is to efficiently provide safe and effective public transportation system and GIS plays a big role in decision making throughout the department. In order to improve our data quality and availability, the GIS staff a SDDOT started a data migration from Microsoft SQL 2008 R2 to Microsoft SQL 2014 in late 2016... Read more »



# Research Grant Helps Intermountain West Prepare for Success

Editorial by Buckeye, AZ Mayor Jackie Meck, Chair of the Maricopa Association of Governments

As the mayor of a growing city in the greater Phoenix region, I know that understanding the characteristics of my community can help me serve it better. The same holds true for the region I ser

through the Maricopa Association of Governments (MAG) and beyond, including the entire Intermountain West... Read more »

# Other News

# Now Available: Geospatial Information System Capability Maturity Mode Case Studies of Select Transportation Agencies

A new case study report highlighting 4 State DOTs and how they use the URISA Capability Maturity Model to assess their organizational maturity is now available on the Federal Highway Administration website. To read this, visit this

link: https://www.gis.fhwa.dot.gov/documents/GIS Capability Maturity Models Case Studies.htm

# Now Available: Webcast Summary for Washington State DOT's Demonstration of a Bridge Geospatial Location and Vertical Clearance Data Project

This webcast featured a team from WSDOT walking participants through the development process o creating a web app that helps travelers identify the vertical clearance of highway overpasses.

A written summary and a recording of the webcast, which was broadcast on October 5th, is available the Federal Highway Administration's website. To view the summary, visit this link: <a href="https://www.gis.fhwa.dot.gov/webcast34">https://www.gis.fhwa.dot.gov/webcast34</a> WSDOT Bridge Location Vertical Clearance.asp

# Coming Soon: Peer Exchange Summary Report on State-DOT-Focused Capability Maturity Model

In September, Ohio DOT hosted a peer exchange organized by the Federal Highway Administration. The group worked to modify an existing Capability Maturity Model (CMM) to reflect the organizationa structure of State DOTs more closely. A summary of this peer exchange will be made available on th page: <a href="https://www.gis.fhwa.dot.gov/reports.asp">https://www.gis.fhwa.dot.gov/reports.asp</a>.

# Coming Soon: New Capability Maturity Model

The peer exchange mentioned above resulted in a new version of the Slimgim CMM. FHWA, in conjunction with a working group, will be piloting the new tool with a select group of State DOTs. If yo work with GIS at a State DOT and are interested in piloting this new tool, email Mark Sarmiento at <a href="Mark.Sarmiento@dot.gov">Mark.Sarmiento@dot.gov</a>.

Keep an eye out for a presentation on this topic and the results of the pilot at GIS-T in March, 2018 it Little Rock, AR.



[mark.sarmiento@dot.gov]

# For More Information

FHWA Office of Planning, at [Mark.Sarmiento@dot.gov]Mark.Sarmiento@dot.gov

# FHWA Vulnerability Assessment and Adaptation Framewor Webinar Thurs, Dec 14

12/11/2017

# **Reminder - Resilience Webinar Series**

Please join us for the final webinar in the Federal Highway Administra (FHWA) Resilience Webinars Series.

# FHWA's Vulnerability Assessment and Adaptation Framewol Edition

December 14, 2017, 1:00-2:30 p.m. Eastern

This webinar will present an updated and expanded version of FHWA's 2012 Framework. The guide provides an in-depth process for conducting a vulnera assessment using examples from across the country over the past seven yea Register for the webinar.

Please keep in mind that it can take 48 hours to register; same-day registrat not possible unless you already have a DOT webinars login. **If you do not already have a login, you must** request an account.

Recordings of past webinars in the series are available on <u>FHWA's Resilience</u> <u>Webinars Page</u>. For questions about this webinar contact: Becky Lupes (<u>rebecca.lupes@dot.gov</u> or 202-366-7808).

# FHWA Office of Planning, Environment, and Realty (HEP) \ New in HEP Update

12/12/2017

You are subscribed to What's New in HEP for FHWA Office of Planning, Environment, ar (HEP). This information has recently been updated, and is now available. http://www.fhwa.dot.gov/hep/whats\_new/

# Human Environment Digest 12/14/17

12/14/2017





December 14,

# **Human Environment Digest**

Welcome to the Federal Highway Administration (FHWA) Office of Human Environment biweekly email diges. This digest shares the latest information from a range of Federal and non-Federal sources, addressing transportation and its relationship to the human environment. Through this information exchange, FHWA hop to foster dialogue at all levels and continue to further the state of the practice on these important topics in sur of safety; infrastructure, including accelerated project delivery, access to jobs, and community revitalization; technology and design innovation; and accountability, including, data-driven decisions and performance-base planning.

For more information on any of these topics, see the FHWA Related Links on the sidebar.

Click here to subscribe. Click [TOPIC\_UNSUBSCRIBE\_URL%20]here to unsubscribe.

\*The information provided in this mailing does not necessarily reflect the view of the Federal Highway Administration or the U.S. Department of Transportation.

#### **EVENTS**

January 23-24, 2018: NCSE's 18th National Conference and Global Forum on Science, Policy, and the Environment: The Science, Business, and Education of Sustainable Infrastructure: Building Resilience in a Changing World. Washington, DC. (There is a fee)

March 8-9, 2018: Traditional Cultural Places (Classroom). San Francisco, CA. (There is a fee)



# The Next Generation of North American Bike Facilities

The National Association of City Transportation Officials (NACTO) released a new guidance, titled "Designing for All Ages & Abilities: Contextual Guidance for High-Comfort Bicycle Facilities." The guidar focuses on two key safety factors, vehicle speeds and traffic volumes give cities the tools they need to decide what street treatments will m improve bicycle safety.

### **WEBINARS**

December 14, 2:00 PM - 3:00
PM ET: Safety Performance
Measures for Pedestrians and
Bicyclists

December 19, 1:00 PM - 2:00
PM ET: TREC's Bike-Ped
Portal: National Bicycle and
Pedestrian Count Archive

December 20, 1:00 PM - 2:30
PM ET: Talking Freight's
Good Practices in MPO
Freight Planning

January 9, 2018. 1:00 PM - 2:00 PM ET: Fostering
Community Partnerships to
Advance Health Equity

January 24, 2018. 11:00 AM - 12:00 PM ET:

PeopleForBikes' eMTBs: Current Issues and Partnership Opportunities

#### **FHWA RELATED LINKS**

Environment Homepage
Bicycle/Pedestrian
Environmental Justice
Transportation Alternatives
Recreational Trails Program

To submit comments or information for inclusion in the next HE Digest, click <u>here</u>. Submissions must be made before 12 PM ET Wednesday.



# California's Approach to Balancing Infrastructure a Stewardship

The Federal Highway Administration's (FHWA's) Successes in Stewardship newsletter highlights environmental streamlining and stewardship practices from across the country. The November 2017 edition of the newsletter is titled, "California's North Coast Corridor Program Balances Infrastructure Demands and Environmental Stewardship." The California Department of Transportation (Caltrans and other stakeholders developed a 40-year, \$6 billion program to address the needs of the North Coast Corridor aiming to improve qua of life for residents, promote regional economic growth, and protect a enhance the coastal environment.

# TRB Bicycle Transportation Research Papers

The *Transportation Research Board* (TRB) published a compilation c 19 <u>research papers</u> on bicycle transportation. Topics covered by the papers include bicycle travel in rural areas, travel patterns of bikesha users, and the impact of bicycle facilities on residential properties.



# Driverless Cars' Limitations in Addressing Transportation in Older Age

Forbes published a new article, titled "Why Driverless Cars Alone Wil Not Solve Transportation in Older Age." The article explores the limitations of implementing driverless cars to address transportation challenges for older adults. The article emphasizes that while autonomous vehicle technology continues to advance, we must also make equal investments in capital, research, and vision for designing how these systems will actually provide mobility to older adults.

# 5th Annual AARP Livable Communities National Conference

The <u>2017 American Association of Retired Persons (AARP) Livable Communities National Conference</u>, which took place on November 1 2017, was an opportunity for elected officials, planning professionals local leaders, and community advocates from throughout the nation t share ideas and innovative solutions for making communities more livable for people of all ages. Videotaped presentations and panels fr the event are publicly available.



# Accountability

# Advancement of Performance-Based Scenario Planning for Regional Planning and Decision-Makir A Synthesis Report

The Federal Highway Administration (FHWA) published a report on performance-based scenario planning. This report synthesizes key content and outcomes identified as the result of a scenario planning workshop, interviews with regional planning organizations, and subsequent research. This document explores how regional planning organizations utilize scenario planning in their work, what tools they a using, and how more agencies can adopt scenario planning approaches.

# What's New In TPCB 12/15

12/15/2017



# Transportation Planning Capacity Building Planning for a Better Tomorrow

**TPCB Website Update** 

The <u>Transportation Planning Capacity Building Program (TPCB)</u> website offers the latest resources and updates for transportation planning agencies and stakeholders. On Fridays, we'll update you or what's new on the TPCB website.

New FHWA Report: Trends in Statewide Long-Range Transportation Plans: Core and Emergi Topics in 2017

This report synthesizes key findings and trends from the 2017 Statewide Long-Range Transportatio Plan (SLRTP) Database to provide examples of the States' approaches to incorporating important transportation planning topics and trends into their plans. The research team found diversity in the approach, content, and emphasis of SLTRPs, with plans varying by structure, initiatives and goals, topics addressed, and horizon date. Analyses also revealed consistency among the SLRTPs. For example, the majority of plans referenced multiple modes and the overarching policies, goals, or visions guiding decision-making, and many plans referenced Federal planning factors and financial planning or analysis. This report is intended to be a technical resource for DOTs, statewide planners and their partners to aid in developing and managing planning programs as they update their SLRT by highlight examples of approaches taken by their peers and providing insights to the content, structure, and approach of SLRTPs nationwide. You can read the full report here.

#### Register for Upcoming Training:

- NHI Training (Austin, Texas): Managing Road Impacts on Stream Ecosystems: An Interdisciplinary Approach – January 23-25, 2018.
- NHI Training (Tyler, Texas): Highway Program Funding February 13-14, 2018

Visit the <u>TPCB Resource Index</u> to search through the TPCB resource database, which includes a broad range of resources from a variety of sources, such as FHWA, FTA, other U.S. DOT agencies other Federal agencies, state and local governments, MPOs, and non-governmental organizations.

Reminder--TMIP Webinar: Innovations in MAG Activity-Bas Model and Incorporation of Travel Time Reliability in Model Procedures - Dec. 20, 2017 from 2pm-4pm Eastern

12/15/2017



Reminder--TMIP Webinar: Innovations in MAG Activity-Based Model and Incorpora Travel Time Reliability in Modeling Procedures - Wednesday, December 20, 2017 f 2:00pm to 4:00pm Eastern Please join us for our next webinar: Innovations in MAG Activity-based Model and Incorporation of Travel Reliability in Modeling Procedures.

This webinar is likely to fill up, so please share a connection whenever possible. V limited to 100 participants in the web room. A copy of the slides will be linked to i email sent the day of the presentation so that those who cannot get into the web r follow along on the teleconference line.

#### **Session Description**

The session will focus on the innovative features and implementation details of the Maric Association of Governments Activity-Based Model. Special attention will be given to incc of travel time reliability metrics in the model and the model implementation details such a software development and hardware architecture, data requirements and approaches for analysis and visualization. The presenters will describe activity generation and tour form an emphasis on supply side of the activities, sub-model for escorting children to school, models for work arrangements, and features designed for future integration with dynamic assignments. Next steps in model development will be discussed as well.

#### **Presenters**

#### Vladimir Livshits - Maricopa Association of Governments

Vladimir has more than 30 years of experience in the fields of transportation planning, trademand modeling and transportation economics. He has Ph.D. in Transportation Planning Economics and M.Sc. in computer science from Moscow State Technical University. He a program manager for the Maricopa Association of Governments.

#### Shuyao Hong - Maricopa Association of Governments

Shuyao is a Transportation Engineer II with Maricopa Association of Governments. He p works on data analysis and visualization of travel, traffic, and travel demand model datas received his Master's Degree in Geography from Arizona State University.

#### Petya Maneva - Maricopa Association of Governments

Petya is a Transportation Engineer and GIS (Geographic Information Systems) professic the travel demand modeling team at Maricopa Association of Governments. She is responded a preparation of the model inputs, spatial analytics and visualization. Petya holds a M degree in GIS from University of Redlands, California and has extensive knowledge of the software. She has given multiple presentations at technical conferences and workshops.

#### Arup Dutta- Maricopa Association of Governments

Arup is a System Modeling Engineer with Maricopa Association of Governments. His are specialization is Travel Demand Modeling. He has a Ph.D. degree in Civil Engineering fr University of Wisconsin-Madison.

#### Peter Vovsha - WSP

Peter is the Assistant Vice President of WSP responsible for research & development of innovative transportation models. In recent years, he managed many ABM development and ABM-DTA integration projects. His research work and expertise include travel behave analysis, econometrics, decision-making algorithms, and agent-based modeling. He is a in such model application areas as pricing studies, travel time reliability, autonomous vel and premium transit services.

#### Jim Hicks-WSP

Jim is a Principal Software Developer and Travel Demand Analyst with the Systems Ana Group at WSP. Jim has been the principal software architect of the ABM development p and ABM-DTA integration projects at WSP. He has also been active in application of DT analysis of traffic in regard to regionally significant construction closures. Jim received a Civil Engineering from the University of Illinois at Chicago.

#### Kyunghwi (KJ) Jeon - Maricopa Association of Governments

KJ is a Transportation Engineer III with Maricopa Association of Governments. He prima on activity based travel demand model development and maintenance. He also worked MAG Behavioral Freight Model Development project which was a part of the FHWA SHF Implementation Assistance Program.

#### **Meeting Information**

Participants do not need to preregister to attend the webinar.

You can log on to the webinar at:

https://connectdot.connectsolutions.com/tmipvirtualseminars/

The TeleConference Toll Free Number: 1-888-675-2535

Participant Passcode: 8344566

Meeting information has also been provided in the attached calendar invite.

NOTE: We are experiencing some issues with the Flash Player in Chrome and Fire You may receive a message about the Flash Plugin and may not be able to procee meeting room. Until a solution is found for this issue, please use Internet Explorer

#### **Contact Us**

If you would like to work with TMIP to share your agency's experience or if you have questions or commer TMIP, please contact <u>Sarah Sun</u>, FHWA.

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This service is provided to you at no charge by <u>DOT FHWA Office of Planning</u>, <u>Environmer Realty (HEP)</u>.



U.S. Department of Transportation Federal Highway Administration

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This email was sent to rkuipers@nwnmcog.org using GovDelivery Communications Cloud on behalf of: FHWA Office of Planning, Environment, and Realty (HEP) · 1200 New Jersey Avenue, SE · Washington, DC 20590 · 202-366-4000

go

# Fw: FHWA Office of Planning, Environment, and Realty (HEP) Weekly Digest Bulletin

## RK

#### Robert Kuipers

Wed 12/27/2017 8:54 AM



Reply all V

#### Sent Items

RTPO members and DOT colleagues: The latest Planning, Environment and Realty Bulleting - FYI -Bob Kuipers rkuipers@nwnmcog.org

From: FHWA Office of Planning - Environment - and Realty - HEP <FHWA.HEP@public.govdelivery.com>

Sent: Sunday, December 24, 2017 8:29 AM

To: Robert Kuipers

Subject: FHWA Office of Planning, Environment, and Realty (HEP) Weekly Digest Bulletin



# FHWA Office of Planning, Environment, and Realty (HEP) New in HEP Update

12/18/2017

You are subscribed to What's New in HEP for FHWA Office of Planning, Environment, ar (HEP). This information has recently been updated, and is now available. http://www.fhwa.dot.gov/hep/whats\_new/

# Resilience and Durability to Extreme Weather Pilot Program

FHWA is seeking to partner with State Departments of Transportation (State Metropolitan Planning Organizations (MPOs), Federal Lands Management Age (FLMAs), and Tribes to deploy resilience and durability solutions to current an extreme weather events. FHWA is looking for pilot projects that integrate res into agency practices, use available tools and resources to assess the vulnera and risk of transportation projects or systems, or deploy a resilience solution monitor performance. An <u>informational webinar</u> will be held January 4. Ager interested in participating in the pilot program should submit a letter of intere FHWA by February 9, 2018. Visit FHWA's <u>Resilience Pilots</u> webpage for more

# Slides Available for Today's TMIP Webinar - Dec. 20, 2017 2pm-4pm Eastern

12/20/2017



Reminder--TMIP Webinar: Innovations in MAG Activity-Based Model and Incorpora Travel Time Reliability in Modeling Procedures - Wednesday, December 20, 2017 f 2:00pm to 4:00pm Eastern

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#### **Contact Us**

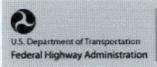
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# Fw: NMDOT Govt to Govt Update - Week of 12/4/17

#### RK

#### Robert Kuipers









Reply all | V

Thu 12/7/2017 11:47 AM

To: Anna Larson <alarson@co.cibola.nm.us>; jirving@co.mckinley.nm.us; Porell.Nick <nporell@sjcounty.net>; Stanley Henderson <shenderson@gallupnm.gov>; Grantsprojects@cityofgrants.net; publicworks@villageofmilan.com; Larry Joe lioe@navajodot.org>; rsmith@navajodot.org; David Deutsawe <ddeutsawe@puebloofacoma.org>; rlucero@lagunapueblo-nsn.gov; Royce.Gchachu@ashiwi.org; Joe J. Sanchez < JoeSanchez@ramahnavajo.org>

Cc: gporter@co.cibola.nm.us; Alicia Santiago <asantiago@gallupnm.gov>; Les Gaines <l.gaines@cityofgrants.net>; milanclerk@villageofmilan.com; kbenally@navajodot.org; mfelipe@puebloofacoma.org; Roxann Hughte <Roxann.Hughte@ashiwi.org>; Shane Lewis <ShaneLewis@ramahnavajo.org>; Patterson, Wade, NMDOT < Wade. Patterson@state.nm.us>; Shutiva, Ron, NMDOT <ron.shutiva@state.nm.us>; joann.garcia2@state.nm.us; Lopez, Stephen, NMDOT <Stephen.Lopez@state.nm.us>; Holiday, Marticia, NMDOT < Marticia. Holiday@state.nm.us>; Santiago, Bill, NMDOT <Bill.Santiago@state.nm.us>; Kazmi, Arif, NMDOT <Arif.Kazmi@state.nm.us>; Evan Williams ☆

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RTPO members and DOT colleagues:

Here is the latest govt. to govt. report from NMDOT Planning Division.

Note that Tribal Transportation Program safety applications are due December 11!

-Bob Kuipers rkuipers@nwnmcog.org 505-722-4327

From: Kozub, Rosa, NMDOT < Rosa. Kozub@state.nm.us>

Sent: Tuesday, December 5, 2017 2:34 PM

To: Andrew Wray; Dave Pennella; Roger Williams (rwilliams@ELPASOMPO.ORG); Keith Wilson; Mark S. Tibbetts (mstibbetts@santafenm.gov); Michael Medina (mmedina@elpasompo.org); Steven Montiel; Murphy, Tom; Holton, Mary; Eric Ghahate; jarmijo@sccog-nm.com; Mary Ann Burr; Priscilla Lucero, SWCOG; Gaiser, Sandra; Erick Aune (ejaune@santafenm.gov); Cerisse Grijalva; Sandy Chancey; arael@sccog-nm.com; Holton, Mary; Christina Stokes (cstokes@elpasompo.org); vsoule@epcog.org; Evan Williams; Jeffrey Kiely; Garcia, Derrick; Dennis Salazar; Michael McAdams (mmcadams@las-cruces.org); Dominic Loya (dloya@las-cruces.org); Robert Kuipers; Christina Stokes; Brandon Howe

Cc: Haas, Tamara P, NMDOT; Griffin, Jessica, NMDOT; Sandoval, Michael, NMDOT; Duran, Yolanda, NMDOT; Shutiva, Ron, NMDOT; Sittig, Paul, NMDOT; Herrera, Jolene M, NMDOT; Sandoval, Sean, NMDOT; Watts, Danial, NMDOT; Vargas, John, NMDOT; Maes, Rebecca, NMDOT; Baker, John J, NMDOT; Patterson, Wade, NMDOT; Trujillo, Marcos B., NMDOT; Craven, William, NMDOT; Mexia, James, NMDOT; Rael, Melissa A, NMDOT; Herrera, Melissa, NMDOT; Kazmi, Arif, NMDOT; Harris, David C, NMDOT; Eppler, Marsha, NMDOT; Segura, Damian, NMDOT; Rodolfo Monge-Oviedo (rodolfo.monge-oviedo@dot.gov); Reeves, Sally, NMDOT; Glendenning, Shannon, NMDOT; Chavez, Soamiya, NMDOT; Clinger, Kevin, NMDOT; Ramos, Linda, NMDOT; Herrera, Isabel, NMDOT; Nelson, David, NMDOT; Krueger, Neala, NMDOT

Subject: NMDOT Govt to Govt Update - Week of 12/4/17

Hi All—Please see the information below for the latest updates on NMDOT information relevant to the MPOs and RTPOs.

#### **Announcements**

**NMDOT Statewide Planning Bureau hired two new staff people**, who started on Monday, 12/4. Please help us in welcoming Neala and David!

- Neala Krueger joins the Gov't to Gov't Unit and will be a planning liaison to MRMPO, MRRTPO, and NWRTPO. Neala will be traveling with other liaison staff to various MPO/RTPO meetings in the coming months, so you will hopefully meet her soon. Neala can be reached at <a href="mailto:neala.krueger@state.nm.us">neala.krueger@state.nm.us</a>.
- David Nelson joins the Technical and Freight Planning team, coming to the Statewide Planning Bureau from the Rail Bureau. David will be working with Paul on updating the State Freight Plan, managing the statewide travel demand model, reviewing roadway classifications, and other technical planning endeavors. David can be reached at david.nelson@state.nm.us.

**NMDOT State Freight Plan Update:** Paul worked with Jessica and SPB's planning consultants to develop an addenda to the 2015 New Mexico Freight Plan to fill some gaps and ensure complete compliance with the FAST Act. On November 30, 2017, FHWA approved the 2017 New Mexico Freight Plan addenda, which you can find here:

http://dot.state.nm.us/content/dam/nmdot/planning/NM 2040 Plan-Freight Plan-addenda.pdf

**NMDOT Prioritized Bike Network Plan:** as you likely know, we're are working on a plan to define a prioritized bike network on NMDOT owned/maintained roads. <u>Public involvement via the plan website will be open through 12/31</u>. Please share the link below if you've not already! The website includes links to an interactive map (where you can map preferred routes) and a questionnaire: <a href="http://www.bhinc.com/nm-bike-plan/">http://www.bhinc.com/nm-bike-plan/</a>.

#### Tribal Transportation Program Safety Funds Application Deadline

TTP Safety Funds applications are due on 12/11/17. For descriptions of eligible projects, NOFO, webinar and application information, follow this link: https://flh.fhwa.dot.gov/programs/ttp/safety/ttpsf.htm.

Attached is the most recent T/LPA Master ADA and Title VI status list, as of 11/27/17. Please contact Jeff Garcia if you have any questions (<a href="mailto:jeffrey.garcia@state.nm.us">jeffrey.garcia@state.nm.us</a>).

Thank you,

#### Rosa Kozub | AICP

Gov't to Gov't Unit Supervisor

New Mexico Department of Transportation

P.O. Box 1149

Santa Fe, NM 87504 Office: (505) 476-3742

Mobile: (505) 231-9869

Email: Rosa.Kozub@state.nm.us

# Fw: NMDOT Govt to Govt Update - Week of 12/18/17

#### Robert Kuipers RK







Reply all | V

Tue 12/19/2017 1:04 PM

To: Anna Larson <alarson@co.cibola.nm.us>; jirving@co.mckinley.nm.us; Porell.Nick <nporell@sjcounty.net>; Stanley Henderson <shenderson@gallupnm.gov>; Grantsprojects@cityofgrants.net; publicworks@villageofmilan.com; Larry Joe <ljoe@navajodot.org>; rsmith@navajodot.org; David Deutsawe <ddeutsawe@puebloofacoma.org>; rlucero@lagunapueblo-nsn.gov; Royce.Gchachu@ashiwi.org; Shane Lewis <ShaneLewis@ramahnavajo.org>

Cc: gporter@co.cibola.nm.us; Alicia Santiago <asantiago@gallupnm.gov>; Les Gaines <1.gaines@cityofgrants.net>; milanclerk@villageofmilan.com; kbenally@navajodot.org; mfelipe@puebloofacoma.org; Roxann Hughte <Roxann.Hughte@ashiwi.org>; Patterson, Wade, NMDOT < Wade. Patterson@state.nm.us >: Shutiva, Ron, NMDOT <ron.shutiva@state.nm.us>; joann.garcia2@state.nm.us; Lopez, Stephen, NMDOT <Stephen.Lopez@state.nm.us>; Holiday, Marticia, NMDOT < Marticia. Holiday@state.nm.us>; Santiago, Bill, NMDOT <Bill.Santiago@state.nm.us>; Kazmi, Arif, NMDOT <Arif.Kazmi@state.nm.us>; Evan Williams A

Master\_ADA and Title...

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RTPO members and DOT colleagues:

The latest Govt. to Govt. report from Rosa Kozub.

Note the safety funding opportunity due January 26; might this be a potential source for the US64 Shiprock School Zone?

Best wishes to all of you for the holidays!

-Bob Kuipers

rkuipers@nwnmcog.org

505-722-4327

From: Kozub, Rosa, NMDOT < Rosa. Kozub@state.nm.us>

Sent: Monday, December 18, 2017 3:46 PM

To: Andrew Wray; Dave Pennella; Roger Williams (rwilliams@ELPASOMPO.ORG); Mark S. Tibbetts (mstibbetts@santafenm.gov); Michael Medina (mmedina@elpasompo.org); Steven Montiel; Murphy, Tom; Holton, Mary; Eric Ghahate; jarmijo@sccog-nm.com; Mary Ann Burr; Priscilla Lucero, SWCOG; Gaiser, Sandra; Erick Aune (ejaune@santafenm.gov); Cerisse Grijalva; Sandy Chancey; arael@sccognm.com; Holton, Mary; Christina Stokes (cstokes@elpasompo.org); vsoule@epcog.org; Evan Williams; Jeffrey Kiely; Garcia, Derrick; Dennis Salazar; Michael McAdams (mmcadams@las-cruces.org); Dominic Loya (dloya@las-cruces.org); Robert Kuipers; Christina Stokes; Brandon Howe

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Subject: NMDOT Govt to Govt Update - Week of 12/18/17

Hi All—Please see the information below for the latest updates on NMDOT information relevant to the MPOs and RTPOs.

#### T/LPA ADA & Title VI

**Training**: NMLTAP is offering an *ADA Compliance Program Training* Jan. 5 at Marriott Pyramid in Albuquerque. Course fee is \$20. Registration is on a first-come, first-served basis. Click here to register for the course. Please share this information with your member agencies. This course is being held the day after the UNM Paving and Transportation Conference.

Attached is the most recent T/LPA Master ADA and Title VI status list, as of 12/12/17. Please contact Jeff Garcia if you have any questions (jeffrey.garcia@state.nm.us).

#### Announcement

**Funding Opportunity**: FHWA/National Safety Council issued a call for applications for its Road to Zero Coalition's 2018 Safe System Innovation Grant cycle. Applications are due Jan. 26, 2018. Please the grant website for additional information. Road to Zero relates to Toward Zero Deaths and Vision Zero initiatives.

#### **PPM Deadlines**

**FFY18 Q1 UPWP/RWP amendments** were due to your Planning Liaisons on 12/15. Please get this information to your Liaison ASAP if you've not already.

MPO Lists of Obligated Projects are to be posted to your website no later than 12/28. Please email the link to your Planning Liaison once posted.

Thanks and happy holidays!

#### Rosa Kozub | AICP

Gov't to Gov't Unit Supervisor

Statewide Planning Bureau

New Mexico Department of Transportation

P.O. Box 1149

Santa Fe, NM 87504

Office: (505) 476-3742





# NORTHERN & EASTERN AGENCIES NAVAJO DIVISION OF TRANSPORTATION SYMPOSIUM

**JANUARY 16 - 17, 2018** 



SAN JUAN COLLEGE - HENDERSON ARTS BUILDING

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Farmington, New Mexico

The Navajo Division of Transportation (Navajo DOT) will host a Symposium on collaboration between the Bureau of Indian Affairs, the Eastern Land Commission, the Regional Transportation Program, the New Mexico Capital Outlay, and AZ & NM Counties on Road Maintenance and Improvements.







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## NORTHERN & EASTERN AGENCY SYMPOSIUM JANUARY 16 - 17, 2018 SAN JUAN COLLEGE – HENDERSON FINE ARTS BUILDING FARMINGTON, NEW MEXICO



## TUESDAY, JANUARY 16, 2018

8:00 am to 8:30 am	REGISTRATION – Margie Begay/Eleanor Yazzie
8:30 am to 9:00 am	INVOCATION – Emmet Johnson, Shiprock BIA Branch of Roads
	WELCOME - Garrett Silversmith, NDOT Director - Wallace Charley, San Juan County Commissioner
	PURPOSE: - Larry Joe, Northern Agency Senior Planner - Rosilyn Smith, Eastern Agency Senior Planner
9:00 am to 10:00 am	Karen Benally, NDOT Planning Department Manager - Long Range Transportation Plan (LRTP)
10:00 am to 10:15 am	BREAK
10:15 am to 11:15 am	Darryl Bradley, NDOT Principal Engineer - Tribal Transportation Improvement Program (TTIP)
11:15 am to 12:15 pm	Joe Peterman, NDOT Roads Department Manager - 15 Mile regional route quarterly schedule - Road Maintenance/Request
12:15 Noon to 1:15 pm	LUNCH (on your own)
1:15 pm to 2:15 pm	Taft Blackhorse, NDOT Project Management Department Manager - Project Management - Compliance Process & Issues
2:15 pm to 3:15 pm	Priscilla Lee, NDOT Program & Project Specialist - Fuel Excise Tax funding Process/Project Selection
3:15 pm to 3:30 pm	Break
3:30 pm to 4:30 pm	Marlinda Littleman, NDOT Senior Program & Project Specialist - Fuel Excise Tax funding Process/Project Selection
4:30 pm to 5:00 pm	Northwest New Mexico Council of Governments - Robert Kuipers, Planning Assistant
5:00 pm	ADJOURNED

## NORTHERN & EASTERN AGENCY SYMPOSIUM JANUARY 16- 17, 2018 SAN JUAN COLLEGE – HEDERSON FINE ARTS BUILDING FARMINGTON, NEW MEXICO



# WEDNESDAY - JANUARY 17, 2018

8:00 am to 8:15 am	REGISTRATION – Margie Begay/Eleanor Yazzie
8:15 am to 8:30 am	Arlando Teller, NDOT Executive Deputy Director
8:30 am to 8:45 am	RECAP: Victoria Lee, NDOT Principal Planner
8:45 am to 9:45 am	Leann, Carson, Haymond – NDOT Road Inventory
9:45 am to 10:00 am	BREAK
10:00 am to 11:00 am	Roland Becenti, Bureau of Indian Affairs (BIA)
11:00 am to 12:00 pm	Jerry Degroat, BIA Reality - Right of Way (ROW)
12:00 pm to 1:00 pm	LUNCH (on your own)
1:00 pm to 2:00 pm	Larry Rogers, Eastern Land Buy Back Program Executive Director
2:00 pm to 2:30 pm	Troy Salyers, Bureau of Land Management (BLM)
2:30 pm to 3:00 pm	Fran Fillerup, San Juan County NM Roads Department
3:00 pm to 3:15 pm	BREAK
3:15 pm to 3:45 pm	Tommy Mora, Jr., Sandoval County Director of Public Works
3:45 pm to 4:15 pm	Dr. Joe Shirley, Jr., Apache County Road Department Manager
4:15 pm to 4:45 pm	Jeff Erving, McKinley County Road Department Engineer
4:45 pm to 5:00 pm	Ben Musselman, San Juan Utah Road Department Manager
5:00 pm	ADJOURNED

Have a safe trip home