
NWRTPO | Northwest Regional Transportation Planning Organization

Joint Policy & Technical Committee

NWRTPO Meeting Minutes

Wednesday January 9, 2019

10:00 a.m. – 2:00 p.m.

Cibola County Convention Center

515 High Street, Grants, NM

ATTENDANCE:

Local & Tribal Governments:

Pueblo of Acoma	Vice Chair – Dave Deutsawe
Pueblo of Laguna	Gaylord Siow for Ray Lucero
Pueblo of Zuni	Royce Gchachu
Navajo Nation	Eastern Navajo: Rosilyn Smith
	Northern Navajo: absent
Ramah Navajo	Shane Lewis
Farmington MPO	Vacant at this time
City of Grants	Don Jaramillo
City of Gallup	Absent
Village of Milan	Absent
Cibola County	Gary Porter
McKinley County	Chair – Jeff Irving
San Juan County	absent

Technical Agencies:

Govt. to Govt. Liaison: Neala Krueger
DOT District 5: absent
DOT District 6: Bill Santiago
DOT Tribal Liaison: Ron Shutiva
DOT – Admin:

NWRTPO Administration:

Northwest Regional Planning Organization: Robert Kuipers

Guests:

Ralph Lucero – Cibola County Commission, Wayne Vigil – Cibola County, Jason Park – NMDOT Transit & Rail
Public Transportation Providers:

- Milan Carrot Express: Tim Tobias, Tanya Hathorn
- TAOS, Inc.: Herman Plummer Jr., Genelle Morris
- Zuni Ashiwi Transit: Todd Naktewa
- Gallup Express: Tommy Mims
- Laguna Shaa'srk'a Transit: Ramona Dillard, Yvette Mooney
- Navajo Transit: Craig Tsingine
- CCRC: guest did not sign in ??

TOTAL ATTENDANCE:

6 Members, 2 alternate members, 3 NMDOT, 1 RTPO Staff,
13 guests – TOTAL: 25

- I. **Call to Order and Introductions:**....., NWRTPO staff – Bob Kuipers
- Jeff Irving called the meeting to order at 10:20 am, welcomed those in attendance, and proceeded with introductions and approval of agenda and minutes. The meeting was hosted by Cibola County with special thanks for coffee, snacks and lunch provided.
- II. **Review & Approval of Agenda:**.....Jeff Irving, Chair
- Motion to Approve: Don Jaramillo – Grants; 2nd: Dave Deutsawe – Acoma; all in favor, none opposed.
- III. **Approval and Review of Minutes for July 11, 2018 meeting:**.....Jeff Irving
- Motion to Approve: Don Jaramillo – Grants; 2nd: Royce Gchachu – Zuni; all in favor, none opposed.
- IV. **Review and Approve Annual NWRTPO Governing Documents:**.....Robert Kuipers

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 FFY2017 - 2018, 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 for FFY2019

Discussion:

- Motion to approve and authorize governing documents for FFY2019: Royce Gchachu – Zuni; 2nd: Dave Deutsawe – Acoma; all in favor, none opposed with very little discussion for the following documents:
 - Open Meetings Act Resolution
 - NWRTPO Bylaws
 - Title VI Plan
 - Public Participation Plan
 - Official Membership Roster

V. Public Transportation Presentations:.....Robert Kuipers

BACKGROUND

- **Why?** The NMDOT Transit & Rail Division has established an annual evaluation process for 5310 (elderly / handicapped) and 5311 (public transit) public transportation applications, with standardized evaluation templates, for RTPO members to evaluate and rank.
- **Purpose.** The statewide RTPO's present the opportunity for a fair evaluative process for annual regional public transportation funding applications, representing regional stakeholders and the public. Evaluative ranking of proposed services has a minor impact upon the amount of funding each provider may receive.
- **Discussion/Finalization.** RTPO members will evaluatively rank this year's 5310 and 5311 public transportation funding applications, based on review of applications and provider presentations at the 01/09/19 NWRTPO meeting.

WORK TO DATE

- 5310 and 5311 public trans. applications along with evaluative templates were emailed to RTPO members one month in advance of the 1/09/19 meeting.
- RTPO members will a) review applications in advance of the meeting and b) hear the presentations from providers at the meeting and submit evaluations on the templates provided.

ANTICIPATED WORK

- 5310 and 5311 public trans. application presentations at the 1/09/19 meeting
- Submission of evaluations from RTPO members at the 1/09/19 meeting.
- Electronic submission of evaluations to NMDOT Transit and Rail by RTPO staff after 1/09/19 meeting

ATTACHMENTS

- 5310 and 5311 evaluative templates

BUDGET IMPACT

- No impact upon NWRTPO budget

ACTION ITEM

- This represents the formal evaluation of annual public transportation funding applications for the NWRTPO region.

Discussion:

- The presentations from seven public transportation providers (two 5310 and five 5311) took quite a bit longer than anticipated / scheduled; including questions / discussion with RTPO members. Due to this factor, RTPO members and DOT staff agreed to forgo RTPO member reports and have DOT staff only cover critical news and issues. As a result, the reports represented under "Local Member Reports and Updates" are mostly from last month. The Pueblo of Acoma, Ramah Navajo, and Pueblo of Laguna reports are new updates for this month, that were submitted as written reports to Mr. Kuipers during the course of this meeting.

VI. Local Government Road Fund Presentation:.....Bill Santiago, NMDOT District 6

BACKGROUND

- **Why?** LGRF represents one of the potential funding sources for our rural local, county and tribal government jurisdictions, who are constantly strained with inadequate resources.
- **Purpose.** To support our local governments in effectively pursuing this funding source.
- **Discussion/Finalization.** Presentation from DOT-6 staff will support our members with guidance for proper timing and documentation to effectively pursue this funding opportunity.

CURRENT WORK
<ul style="list-style-type: none"> DOT 6 staff prepared presentation for this meeting
ANTICIPATED WORK
<ul style="list-style-type: none"> Anticipate that some RTPO members will pursue this funding opportunity for our rural local governments.
ATTACHMENTS
<ul style="list-style-type: none"> Power Point Presentation
BUDGET IMPACT
<ul style="list-style-type: none"> None. Funding will support local govt. projects
ACTION ITEM
<ul style="list-style-type: none"> N/A.

Discussion:

- Mr. Santiago covered the Local Govt. Road Fund presentation well and in great detail, for each phase of the application and implementation process. With some discussion during the power point presentation (conducted with handouts rather than projected due to equipment problems), there was little discussion after the presentation as most the discussion and questions were answered during the presentation. LGRF applications are due March 15.

VII. Draft Regional Transportation Improvement Program Recommendations (RTIPR).....Robert Kuipers

BACKGROUND
<ul style="list-style-type: none"> Why? One of the core functions of the RTPO is coordination, development and management of a Regional Transportation Improvement Program Recommendation list (RTIPR). NMDOT has requested that the RTPO's facilitate this process on a biennial basis (every two years). The NWRTPO developed and issued a call for projects along with a schedule. According to that schedule, Project Prospectus Forms (PPF's) have been submitted for projects approved to move forward after DOT District review of initial Project Feasibility Forms (PFF's); these PPF's were due by Oct. 26, 2018, for review by the NWRTPO at the Dec. 12, 2018 meeting, for prioritization and inclusion in the FY18 RTIPR. Projects cited in the RTIPR may qualify for federal funding through the NM-DOT State Transportation Improvement Program (STIP), or through other federal sources administered by the State Dept. of Transportation going forward. Purpose. To develop a list of projects (in the case of <u>roadway / bridge</u> or <u>Trans. Alternative Prgm. / Recreational Trails Prgm.</u> TAP/RTP) projects – prioritized, while other project types are simply listed for funding in a non-prioritized manner. This prospective funding project list (RTIPR) arose from local (municipal/county) and tribal representative members of the NWRTPO on behalf of their respective governments, for transportation projects that align with the goals of the NWRTPO regional transportation plan and NMDOT transportation plan. These projects must also be technically feasible and qualified for federal funding programs. T/LPA (<i>Tribal / Local Public Agency</i>) members must evaluate whether they have the capacity to manage federal funds as the lead agency. NMDOT Districts evaluate these factors based on the submission of PFF and PPF project forms and consultation with the entities. Discussion/Finalization. Qualifying projects based on PPF submissions were reviewed and a) in some cases competitively prioritized, and b) in other cases simply approved for inclusion in the FY18 RTIPR. NWRTPO members have submitted PPFs and presented projects which were evaluatively ranked at the 12/12/18 NWRTPO meeting for prioritized inclusion in the FY19 RTIPR.
CURRENT WORK
<ul style="list-style-type: none"> From an initial submission of PPF's, 26 projects were approved to move forward with PPF's for inclusion in the FY19 RTIPR, based on consultation with the NMDOT Districts 5 & 6. RTPO members will review and discuss the draft RTIPR today, along with NMDOT advisory colleagues to assure the prioritization and presentation of projects in the draft RTIPR are accurate.
ANTICIPATED WORK
<ul style="list-style-type: none"> Subsequent to this 1/09/19 meeting, RTPO staff will complete the final RTIPR with prioritized projects cited based on (objective) ranking results, and all other projects non-competitively listed, for final approval and authorization at the 2/13/19 meeting (McKinley at Tohatchi Chapter). After this comes the NMDOT District (5&6) region "Zipper" prioritization meetings in March.

ATTACHMENTS	
<ul style="list-style-type: none"> Final Draft RTIPR Call for Transportation Projects NWRTPO Timeline 	
BUDGET IMPACT	
<ul style="list-style-type: none"> None on annual RTPO budget – approved projects will be incorporated into the FY18 RTIPR to position them for potential STIP or other federal funding in the future 	
ACTION ITEM	
<ul style="list-style-type: none"> RTPO members will approve the draft RTIPR to move forward for finalization and authorization at the 2/13/19 meeting in Tohatchi. 	

Discussion:

- Very little discussion at this meeting due to time constraints, and members noted that their respective projects were correctly cited within the draft RTIPR, based on those that were approved to move forward for inclusion.
- Mr. Kuipers will be adding a public transportation section to the RTIPR to demonstrate 5310 and 5311 evaluative ranking for funding, based on this meeting's presentations. No funding for public transportation comes through the RTIPR, but inclusion of evaluative results provides documentation of public and stakeholder evaluative ranking of 5310 and 5311 annual applications on behalf of NMDOT Transit and Rail Division.

VIII. Reports, Updates & Announcements:

BACKGROUND
<ul style="list-style-type: none"> Why? Update RTPO members on news, training, funding, and other items of special interest Purpose. Keep RTPO members up to date on critical information from NWRTPO, NMDOT and USDOT / FHWA sources.
Informational Items
Regional News & Updates <ul style="list-style-type: none"> RTPO Report for December – written report distributed, no discussion RTPO Regional Work Program Status Report – report distributed, no discussion Member Reports – cancelled due to time constraints as agreed by members
Member Special Reports: <ul style="list-style-type: none"> None submitted prior to the meeting
NMDOT Reports: <ul style="list-style-type: none"> G to G Liaison: Neala Krueger – not much new or significant news at this time Tribal Liaison: Ron Shutiva – reference report below District 6: no report this meeting; District 5: not present this meeting DOT Planning Unit – Govt. to Govt. Weekly Updates
Training & Funding Opportunities <ul style="list-style-type: none"> Funding Opportunities: Federal Lands Access Program (FLAP) Call for Projects – due Jan. 15, 2019; guidance application and related documents have been forwarded to RTPO members. Training: Tribal Safety Summit scheduled for January 25 in Albuquerque Drainage study on NM118 January 30 at Iyanbito Chapter east of Gallup Indian Day at State Legislature Feb. 1; Transportation Day March 7
New Business / Open Floor: <ul style="list-style-type: none"> No requests in advance of this meeting.

Discussion:

A. RTPO Report – November 2018

- Reports attached for December RTPO report along with RWP Status Report
- FHWA Planning, Environment and Realty Reports, NMDOT Planning Govt. to Govt. Reports, and AASHTO Publication Updates are forwarded to members as they come out.

B. Local Member Reports & Updates:

Due to the length of the meeting around RTPO evaluative ranking of regional 5310 and 5311 Public Transportation Providers funding applications competing for prioritization, members recommended that we forgo all member and DOT reports, except for anything critical. Motion to end meeting “early” – Gaylord Siow – Pueblo of Laguna; 2nd – Gary Porter – Cibola County; all members and DOT staff present in favor; none opposed. Reports below include new written reports submitted at the meeting, and items of significance from NMDOT staff; all other reports are from December.

Reports cited below are from our November meeting, as most of these projects and activities are ongoing. New written reports turned in from Pueblo of Acoma, Pueblo of Laguna and Ramah Navajo are attached.

1. Pueblo of Acoma (new report):

- **CMGC – 2 Projects:**
 - CMGC-10 Transportation Office Complex – NEPA work is completed; categorical exclusion received from FHWA and Letter of No Adverse Effect received from Pueblo of Acoma Tribal Historic Preservation Office.
 - CMGC-11 SP130 Veterans Blvd. – NEPA work is completed; categorical exclusion received from FHWA and Letter of No Adverse Effect received from Pueblo of Acoma Tribal Historic Preservation Office.
 - CMGC-12 SP32 Pinsbaari Drive Trail - NEPA work is completed; categorical exclusion received from FHWA and Letter of No Adverse Effect received from Pueblo of Acoma Tribal Historic Preservation Office.
 - CMGC-13 Baseball Fields - NEPA work is completed; categorical exclusion received from FHWA and Letter of No Adverse Effect received from Pueblo of Acoma Tribal Historic Preservation Office. CDO working with Realty to complete the Grant of Easements and ROW.
 - CMGC-14 FEMA 4352 Large Projects (39) – Ready for recovery; all NEPA documents have been completed by FEMA’s Environmental Historic Preservation Office.
- **BIA Legacy Projects:**
 - SP302, GE Pino Roads – All documentation has been submitted to the BIA SWRO Division of Transportation for their PS&E review.
 - Mesa Hill Road – PS&E completed. Did not receive BUILD grant award, requested de-brief from USDOT (Howard Hill).
- The Pueblo is continuing an update to their Long-Range Transportation Plan this month.
- **FEMA 4352:**
 - Small Projects: Recovery work has begun; the POA Public Works / Utility Authority was awarded the small projects (64) at \$2.2 million capital investment.
 - Large Projects: Recovery work will begin in the first quarter of 2019.

2. Pueblo of Zuni:

- No new news.

3. McKinley County (report from last month):

- Johnson Road Project: Chip Seal application is being conducted, as weather permits.
- TIF: \$1.2 million awarded for 10 miles of Deer Springs Road improvement – Mexican Springs Chapter
- TIF: \$1.3 million awarded for 18 miles of CR19 road improvement – multiple Eastern Navajo Chapters
- The County is chip sealing local roads with LGRF funds – still awaiting funding
- The County is slowly backing away from maintenance on roads that do not have County ROW

4. Gallup: not present this meeting, no new news.

5. Milan (not present this meeting – report from last month):

- Motel Drive project continues, obtained extension through October 12
- Coop funded project for drainage behind Allsup's is at 90% design
- Sand Street bridge in design
- Mirabol Park – pursuing funding, hope to start in December or January

6. Ramah (**New report**):

- BIA Projects Update: BIA 125 mp 18 – 24.6; received approved cultural report for project and continuing to coordinate with Navajo Nation Historic Preservation Office for BIA 125 MP O – 4.4 and BIA 195. Begin environmental survey and will start land survey once weather has cleared for BIA 125 MP O – 4.4 Pond design. Coordinating on finalizing the BIA 113 and 145 Alignment Studies with public comments.
- Emergency snow removal with coordination of 638 Departments and Pine Hill Clinic.
- Submitted resolution for updated TTIP Plan for FHWA TTP.
- Submitted annual report for FHWA TTP.
- Completed annual JPE's for RNDOT staff.
- Attended 638 Grants and Contracts year end event for program updates.
- Ongoing general maintenance for area roads, cattle guards and signage, blading and shaping, pot holes and base course patching (incl. school bus routes). Cleaning and replacing roadway signs. Field fence repairs, post replacements and gate repairs.

7. Cibola County: report from last month:

- ZMTP RTP trail project is funded for FFY2019 construction.
- ICIP approved for the County
- Capital Outlay awarded for road maintenance and new Sheriff vehicles
- WH Pacific helping to identify data gaps

8. Grants report from last month:

- Riverwalk trail: Right of Way certification coming from NMDOT; construction to follow
- 1st Street next phase at 30% design; 2nd Street at 100% design and fully funded for construction.
- The next major project will Roosevelt Road and Bridge.

9. Pueblo of Laguna (**new report**):

a) Pueblo of Laguna Road & Bridge Projects:

- L26 Rainfall Road from Cubero Wash to Seama bridge M108: Plans, Specs and Estimate were submitted to the BIA requesting authorization to construct. The project is planned to bid in January 2019 with anticipated construction in late February.
- L24 Rainfall Road design changed to two phases, Ph-1 Road & Trail and Ph-2 Conc Box Underpass, Design Change Order in progress.
- L26 Deer Dancer Road at 90% working on ROW amendments.
- L243 Acorn Road design, completed 90% design, pending design review with the BIA.
- M137 San Jose River Bridge Replacement project: Construction is in progress – bridge structure is complete, now working on pavement and other incidentals. Completion date anticipated for January and final inspection in February, 2019.
- M154 Pagueate Wash Bridge: PER kick off meeting occurred in December 2018, Horrocks Engineering is the consultant.
- M108 San Jose River Bridge-Seama, PS&E complete, and ROW amendments approved; will submit to BIA for construction funding.
- BIA road maintenance striping project: routes L22 Casa Blanca Road, L500 Central Park Road, L200 Twin Lakes Road, L200 Old Bridge Road, L200 Porkchop Hill Road and L200 Elizabeth Bender Road – projects will be bid in the Spring of 2019.

- NM124 Trail – Encinal Road to State Road 279 bike & ped. path: construction management firm selected is Bohannon Huston; project to be bid in January.
- Planning and Design Request for Proposal for L248 Bluejay Road and L248 Blue Star Loop to be published in January.
- NM124 Roundabout: repairs to the roundabout is being coordinated by NMDOT – no start date determined.
- The Pueblo's Safety Plan is complete, pending receipt of final document.
- NM124 bike and ped. trail Paraje to the Kawaika Center: construction is in progress, completion anticipated for March, 2019
- Mill, Overlay, Striping and Enhancements Projects:
 - L503 Veterans Memorial Road: construction started for this road
 - L200 Postal Road: construction to commence in February as a LGRF project
 - L245 Raindrop Road: construction completed

10. Northern Navajo Report from last month:

- Shiprock Airport runway is being rehabilitated (repair work)
- Rehabilitation work continues on US64 in Shiprock; working with NMDOT and Wilson Co. for improvements to US64, Shiprock to AZ state line
- N571 – Gadihii-Tokoi Chapter submitted LGRF application for this road – awarded \$200K for gravel and chip-seal improvements. Now stuck in N.N. 164 review process.
- Public hearings are being / will be taking place in Shiprock and Crownpoint regarding a new bridge over the San Juan River to Hogback Chapter on N368.
- N5004 - Sheep Springs Chapter awarded \$50K from LGRF for gravel / stabilization improvements

11. Eastern Navajo Report from last month:

- Right of Way has been a challenge for Chapters to address related to road development
- BIA is assisting with maintenance work for N474 from Hwy 197 to Sandoval County line on behalf of Ojo Encino
- Assisting area Chapters with project development from state or NDOT sources
- Eastern Navajo has six projects proposed for the upcoming RTIPR.
- **New report:** Rosilyn expressed concern that NM371 has not been snow-plowed in the Lake Valley Chapter area.

C) State DOT Reports:

1. Planning / Govt. to Govt. Unit Liaison – Neala Krueger:

- Statewide, there were 38 TAP applications submitted, and 14 RTP applications submitted.
- The NMDOT continues developing a community wide safety plan for Gallup; next meetings scheduled for January 23.

2. NMDOT Tribal Liaison – Ron Shutiva:

- Ron reported that the statewide Tribal Safety Summit is scheduled to take place in the Spring of 2019; the Survey Monkey tribal recommendations have come in, and the planning committee will meet January 25 in Albuquerque.
- The next Gallup Safety Plan meeting is scheduled for January 23.
- There will be a drainage / watershed study on NM118, with a public meeting scheduled for January 30 at Iyanbito Chapter.
- Ron reminded members that Indian Day at the legislature this year is February 1; and transportation day is scheduled for March 7.
- Ron is now a representative to AASHTO on Native American issues; he indicated that on April 9-10 there will be a 106 process meeting with tribal archaeologists.

- LTPA Handbook is being updated; in internal NMDOT review at this time, thereafter will go out for MPO / RTPO review. DOT will deliver training sessions for the handbook in each DOT District in the Spring of 2019.

3. DOT District 5 – Steve Lopez:

- No new news/ not present for this meeting.

4. DOT District 6 – JoAnn Garcia:

- No new news / not present this meeting.

VIII. New Business / Open Floor – Members & Guests: No new business presented.

IX. Review Calendar & Announcements

- NM Legislative Session (January 15 – March 16)
- FHWA Planning, Environment & Realty Report: weeks of 12/16 and 12/30
- NMDOT Govt. to Govt. Updates: none during December
- AASHTO Publications: weeks of 12/12 and 12/21
- FEMA funding opportunities: With appreciation to Dave Deutsawe for this information – emailed to members 12/19/18

X. Next Meetings:

- **February 13:** Tohatchi Chapter – 1 St. Mary's Road / Indian Service Rt. 108 off US491, Tohatchi
- **March 13:** NMDOT District 6 Office – 1919 Pinon Drive, Milan, NM
- **April 10:** Gallup Eastside Firestation, 3700 Churchrock Street, Gallup, NM

XI. Adjournment

At 2:30PM, motion for meeting to adjourn by Gaylord Siow – Pueblo of Laguna, seconded by Gary Porter – Cibola County; passed by consensus, none opposed.

MEETING ACTIONS:

RTPO Members:

- Members reminded that LGRF project applications are due March 15 to NMDOT District assigned staff.
- “Dot your i’s and cross your t’s” – members encouraged to double check all their projects to ensure all required documentation is available – including any required supporting resolutions from your respective governments.

RTPO Staff:

- Distribute the schedule developed 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*)
- Continue to update the Reg. Trans. Plan tracker instrument and pursue relevant information.
- Maintain appointment forms as members transition.
- Keep members informed on the LGRF (Local Govt. Road Fund) funding opportunity – 3/15/19
- 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.
- 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.



Thanks to Cibola County for hospitality