

NWRTPO | Northwest Regional Transportation Planning Organization
Joint Policy & Technical Committee
NWRTPO Meeting Minutes

Wednesday February 13, 2019
10:00 a.m. – 2:00 p.m.
Manuelito Chapter
I-40 west of Gallup, NM

ATTENDANCE:

Local & Tribal Governments:

Pueblo of Acoma	Vice Chair – Dave Deutsawe, Raymond Concho
Pueblo of Laguna	Gaylord Siow
Pueblo of Zuni	absent
Navajo Nation	Eastern Navajo: absent Northern Navajo: absent
Ramah Navajo	Jonathan Henio
Farmington MPO	Vacant at this time
City of Grants	Don Jaramillo
City of Gallup	Alicia Santiago
Village of Milan	Absent
Cibola County	Absent
McKinley County	Chair – Jeff Irving
San Juan County	absent

Technical Agencies:

Govt. to Govt. Liaison: Neala Krueger
DOT District 5: Steve Lopez
DOT District 6: Marticia Holiday
DOT Tribal Liaison: Ron Shutiva
DOT – Admin:

NWRTPO Administration:

Northwest Regional Planning Organization: Robert Kuipers

Guests:

TOTAL ATTENDANCE: 3 Members, 4 alternate members, 4 NMDOT, 1 RTPO Staff,
0 guests – TOTAL: 12

- 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 McKinley 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: Gaylord Siow - Laguna; all in favor, none opposed.
- III. **Approval and Review of Minutes for July 11, 2018 meeting:**.....Jeff Irving
- Motion to Approve: Dave Deutsawe - Acoma; 2nd: Gaylord Siow - Laguna; all in favor, none opposed.
- IV. **Call for Projects – Final FFY2020-2024 RTIPR Approval / Authorization:**.....Jeff Irving, Robert Kuipers

BACKGROUND

- **Why:** The NMDOT distributes federal funding for transportation maintenance and development to metropolitan and rural regions of the state. With limited funding available to rural areas, it is important to have a prioritized list of viable (qualified) projects for funding.
- **Purpose.** The NWRTPO undertakes a new Regional Transportation Improvement Program Recommendations (RTIPR) list of projects that qualify for federal funding in two year cycles.
- **Discussion/Finalization.** The NWRTPO will undertake this project qualification / prioritization process commencing in June, 2018 and completing in March, 2019 with an updated RTIPR.

WORK TO DATE

- An updated Call for Projects Guide has been developed to guide the NWRTPO members through the process for identifying qualified projects, and assessing their readiness for phased development, as well as competitiveness for funding.
- In previous cycles, the NWRTPO has trimmed it's RTIPR from \$350 million, with many projects that did not qualify for federal funding, down to \$65 million, with all projects listed qualifying for federal funding through the state. The actual documented need for our three county region of New Mexico is cited at \$777 million.

ANTICIPATED WORK

- The NWRTPO commenced the RTIPR update in June of 2018. The process will run through March of 2019, with a) submission of Project Feasibility Forms (PFF) due July 31, which if approved as viable for federal \$, will follow with b) submission of Project Prospectus Forms (PPF) due Oct. 26 (replacing PIF's). c) For projects that compete for prioritization, the NWRTPO hears and scores presentations on project need and readiness from each jurisdictional representative at their December meeting. d) The NWRTPO then drafts the RTIPR update, and approve / authorize it at their 2/13/19 meeting; e) From there, each DOT District prioritizes projects from their participating RTPO's for the DOT District RTIP – referred to as the "Zipper" because it blends projects from several RTPO's – DOT Dist. 6 at 3/13/19 meeting; DOT Dist. 5 sometime thereafter.
- Once projects are cited in the DOT District RTIP, they are within 4-5 years of getting funded, or may need to be re-authorized by the RTPO and DOT District for future funding.

ATTACHMENTS

- Final Draft NWRTPO RTIPR for approval and authorization at this meeting

BUDGET IMPACT

- none

ACTION ITEM

- Members will take policy action to approve and authorize the FFY2019 – 2020 RTIPR for the NWRTPO at this meeting.

Discussion:

- With little discussion, as most of our members are at this point very familiar with the draft RTIPR and all their submitted projects. Members checked the RTIPR for accuracy, with no resulting concerns. Motion to approve and authorize: Don Jaramillo – Grants; 2nd: Alicia Santiago – Gallup; all in favor, none opposed.

V. RTPO Members Confirmation:.....Robert Kuipers

BACKGROUND
<ul style="list-style-type: none"> • Why? Periodically (on an annual or biennial basis) RTPO members are asked to re-confirm their ongoing authorization from their respective local governments to continue as the official RTPO representatives. • Purpose. This process assures the ongoing support and participation on the part of the local governments which the RTPO serves. • Discussion/Finalization. The NWRTPO will complete membership re-authorization at our March meeting.

CURRENT WORK
<ul style="list-style-type: none"> • RTPO members will confirm their authorization to represent their respective local governments to the NWRTPO by / before our March 13 meeting.

ANTICIPATED WORK
<ul style="list-style-type: none"> • RTPO staff will finalize official NWRTPO membership after our March 13, 2019 meeting.

ATTACHMENTS
<ul style="list-style-type: none"> • Official Membership Roster, and NWRTPO Master Contact List

BUDGET IMPACT
<ul style="list-style-type: none"> • None.

ACTION ITEM
<ul style="list-style-type: none"> • Members will re-confirm their authorization from their respective local governments by our March NWRTPO meeting.

Discussion:

- Members will confirm their ongoing representation to the NWRTPO with their respective local leaders, for both primary and alternate RTPO representatives, and report back to staff by or before the March RTPO meeting.

VI. 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 January – written report distributed, no discussion • RTPO Regional Work Program Status Report – report distributed, no discussion • Member Reports
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 • Tribal Liaison: Ron Shutiva • District 5 & 6 Reports: Steve Lopez, Marticia Holiday • DOT Planning Unit – Govt. to Govt. Weekly Updates

Training & Funding Opportunities

- Funding Opportunities: Tribal Infrastructure Fund now open for 2019 applications; 2nd INFRA Funding opportunity commencing with webinar guidance; NMDOT 2019 Annual Public Entity Sale (7/10/19) and Municipality / County Hardship Sale (7/31/19) – vehicles and heavy equipment.
- Training: none in immediate future
- Transportation Day at State Legislature - March 7

New Business / Open Floor:

- No requests in advance of this meeting.

Discussion:

A. RTPO Report – January 2019

- Reports attached for January RTPO report along with RWP Status Report
- Covered the upcoming schedule for May, 2019 – April, 2020 – will request San Juan and Zuni to trade places, so Zuni hosts in June, and San Juan hosts in July – so the RTPO can meet briefly with the MPO. Some related discussion on the NM371 and N36 intersection, and how the MPO might collaborate with the RTPO to improve this intersection related to the Flowing Waters Casino traffic impact.
- 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:

1. Pueblo of Acoma:

- Ramond Concho has joined the Pueblo's Community Development Office as the Transportation Planner, having stepped down in the recent elections, from his role as 1st Lt. Governor for the Pueblo.
- **The Pueblo of Acoma has been named a case study of the Federal Highway Administration (FHWA) for its successful application of the CMGC process (Construction Management / General Contractor). Mr. Deutsawe was part of a national webinar on 2/7/19 for the "Every Day Counts 5" national initiative on the subject of project bundling which is a new innovation of EDC5.**
- CMGC – 2 Projects: *(request for proposals for this new bundle of projects was published 2/10/19)*
 - 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 – The final redline plan set will be presented to WHPacific on 2/14; this should complete design and set the project up for construction. The Pueblo is waiting to hear back from the Land Title Records Office to locate the Right of Way maps – once found, they will be presented to the BIA Regional Director for signatures.
 - Mesa Hill Road and Bridge Project: The Pueblo submitted an application to the Nationally Significant Federal Lands and Tribal Projects Program, and received word from FHWA administration that the application has made it two the second review stage for funding.
- The Pueblo is continuing on the 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: Complete: Chip Seal 4.2 miles; Base Course 6.3 miles
 - 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 as weather permits – C37 in Tohtachi next on list
 - There are some special FY2019 appropriations that the County will apply to current projects
4. Gallup:
 - In close out with NMDOT Dist. 6 for the Allison Bridge Replacement project and NM118 Pedestrian Safety Projects
 - Veterans Cemetery Access Road: Bid awarded, pre-con scheduled, working with DOT Dist. 6 on certifications, scheduled to open on Memorial Day.
 - Working on Coop Project certifications to rehabilitate a number of city streets
 - Sky City CDBG project is complete and in close out with NM-Dept. of Finance Admin.; fiscal audit completed in December, 2018
 - Working on LGRF and MAP Applications for next fiscal year, to be forwarded to DOT Dist. 6
 - Coal Avenue Event Street: design at 60% at this time.
5. Milan (not present this meeting – last report as follows):
 - Motel Drive project continues, obtained extension through October 12
 - Coop funded project for drainage behind Allsups is at 90% design
 - Sand Street bridge in design
 - Mirabol Park – pursuing funding, hope to start in December or January
6. Ramah:
 - BIA Projects Update: BIA 125 mp 18 – 24.6 - developed categorical exclusion documents; and continuing to coordinate with Navajo Nation Historic Preservation Office for BIA 125 MP O – 4.4 and BIA 195. Developing Right of Way documents for BIA 195. Begin environmental survey and will start land survey once weather has cleared for BIA 125 MP O – 4.4 Pond design. Coordinating with Ramah BIA Office for alignment locations on allotted lands.
 - Appointed RNDOT Roads Foreman Mr. Johathan Henio, as Alternate member for Ramah
 - Emergency snow removal with coordination of 638 Departments and Pine Hill Clinic.
 - Heavy Equipment maintenance and repairs
 - Met with Program Managers – RNSB, Pine Hill Clinic and PD to begin a local ALERT plan for addressing emergencies.
 - Submitted final updated TTIP Plan for FHWA TTP.
 - Developing an RFP for ADA compliance study in Pine Hill.
 - 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: (not present this meeting – last report as follows):
 - ZMTP RTP trail project is funded for FFY2019 construction.
 - ICIP approved for the County
 - Capital Outlay awarded for road maintenance and new Sherriff vehicles
 - WH Pacific helping to identify data gaps
8. Grants:
 - Riverwalk trail: will bid in March for phase 1
 - 1st Street and 2nd Street to bid for construction in April.

- First phase for high school trail to commence this summer.
- The next major project will Roosevelt Road and Bridge.
- Pueblo of Laguna:
- **NM 124 Trail- Paraje to the Kawaika Center, a bike/ped path:** Construction is in progress and currently at 30% complete, completion date is anticipated March 2019. NMDOT performed their 30% inspection audit on 2/11/19.
- *** NM 124 Trail- Encinal Road to St. Rd. 279, a bike/ped path:** The Construction Management services firm selected is Bohannon Huston Inc. A meeting with FHWA was held in late December to discuss the letting schedule. The project will be bid in first quarter.
 - *** L26 Rainfall Road from Cubero Wash to Seama bridge M108:** The Plans Specs & Estimate were submitted to the BIA requesting authorization to construct. The project is planned to bid in February 2019 with an anticipated construction date in March 2019.
 - *** M137 bridge at Laguna to Laguna Subdivision** – Construction is at substantial completion. A substantial inspection was held on 1/17/19 with BIA representatives. A punch list was developed and sent to the Construction Contractor. Punch list should be completed by end of February.
 - *** Mill, Overlay, Striping & Enhancements Project,** for L503 Veterans Memorial Rd, L200 Postal Road and L245 Raindrop Road. Construction and contract have been placed on a cold weather suspension till March 2019. Certification in process
 - *** BIA Road Maintenance Striping Project:** Routes-L22 Casa Blanca Road, L500 Central Park Rd, L200 Twin Lakes Rd, L200 Old Bridge Rd, L200 Porkchop Hill Rd and L200 Elizabeth Bender Rd. The project will be bid in the spring of 2019.
 - *** NM 124 Roundabout-** The repairs to the roundabout are being coordinated by NMDOT, no start date has been determined.
 - *** L24 Rainfall Road** design changed to two phases, Ph-1 Road & Trail and Ph-2 Conc Box Underpass, design is in progress
 - *** L26 Deer Dancer Road-** at 90% design, working on ROW amendments
 - *** L243 Acorn Road design-** completed 100% design, pending design review with the BIA
 - *** M154 Paguete Wash Bridge-** PER In progress
 - *** M108 San Jose River Bridge-Seama-** PS&E complete and ROW amendments approved. The Engineer of Record will update Estimate, for submission to BIA for construction funding.
 - *** Planning and Design Request for Proposal** -RFP for design services for L248 Bluejay Road and L248 Blue Star Loop, will be published March 2019.
 - *** The Pueblo's Safety Plan is completed**
- 9. Northern Navajo (not present this meeting – last report as follows):
 - 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
- 10. Eastern Navajo (not present this meeting – last report as follows):
 - 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:

- The TLPA Handbook update is almost complete; will provide training at each DOT District statewide
- LTAP – Eric Garcia has retired, so UNM and DOT are looking for new trainers for heavy equipment. Training going forward will require a local match. Best value could occur if several governments (County, Municipal, Tribe) pitched in for one joint training.
- May 14-15: FHWA mandatory training for local govt. funding requirements
- TAP Selection committee to select projects for funding March 14; RTP Selection Committee to select projects for funding Feb. 28
- The next round of quality assurance review is coming up
- FHWA has developed an accelerated safety program for more efficient project development
- The final RSA report for the 2nd and 3rd Street rail crossings for Gallup is complete and available
- Gallup Transportation Safety Plan – draft report in progress
- Check on free webinars from the National Highway Institute
- The statewide Bike Plan is now available from NMDOT

2. NMDOT Tribal Liaison – Ron Shutiva:

- Ron reported that one tribe seriously blew the TIF deadline for a serious amount of funding – which gives a black eye to all the tribes in New Mexico
- The NM Indian Affairs TIF portal is now open for applications.
- Michael Sandoval is the new Transportation Secretary for New Mexico, as Tom Church has retired
- Anticipate the statewide Tribal Safety Summit for around mid-November, 2019 – will emphasize DUI, speeding, and jurisdictional collaboration
- DOT equipment auctions are forthcoming
- Covered the recent NM118 Drainage Study for the Iyanbito – Ft. Wingate area

3. DOT District 5 – Steve Lopez:

- NNDOT will be conducting maintenance improvements to the N-36 corridor from the US491 intersection south of Shiprock to the San Juan Chapter House turnoff – about 11.6 miles.
- Be sure to check the HSIP information on the NMDOT website
- Plan to submit a BUILD grant for the bridge in Shiprock over the river in next year's cycle
- LGRF handbook update should be coming out in the next month or two
- 2019 specs for design – etc. are on the NMDOT website
- March 15 is the deadline for LGRF Letters of Intent

4. DOT District 6 – Marticia Holliday:

- No new news – same as previous 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 1/13 and 1/27, emailed as they came out
- NMDOT Govt. to Govt. Updates: weeks of 1/7 and 1/28 emailed as they came out
- AASHTO Publications: weeks of 1/24 emailed as it came out – and T-30 Shop Drawing Training registration opportunity
- 2019 NMDOT Official Tribal Listing: provided hard copies to all members – courtesy of Ron Shutiva
- Tribal Infrastructure Fund: portal now open for 2019 TIF funding opportunities
- NADO Transportation Infrastructure Financing Webinar: taking place on 2/27 – emailed to members
- NMDOT 2019 Annual Public Entity Sale (7/10/19) and Municipality / County Hardship Sale (7/31/19): emailed to members 2/1/19 – includes vehicles and heavy equipment
- 2nd INFRA funding round Webinar Series: emailed to members 1/30/19

X. Next Meetings:

- **March 13:** NMDOT District 6 Office – 1919 Pinon Drive, Milan, NM
- **April 10:** Gallup Eastside Firestation, 3700 Churchrock Street, Gallup, NM

XI. Adjournment

At 1:30PM, motion for meeting to adjourn by Gaylord Siow – Pueblo of Laguna, seconded by Dave Deutsawe – Pueblo of Acoma; passed by consensus, none opposed. Lunch was provided thereafter from McKinley County.

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 McKinley County for hospitality

