

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

Wednesday April 10, 2019
10:00 a.m. – 2:00 p.m.
Gallup East Fire Station
3700 Churchrock Street, Gallup, NM

ATTENDANCE:

Local & Tribal Governments:

Pueblo of Acoma	Vice Chair – absent
Pueblo of Laguna	Gaylord Siow
Pueblo of Zuni	Royce Gchachu
Navajo Nation	Eastern Navajo: absent Northern Navajo: Larry Joe
Ramah Navajo	Shane Lewis
Farmington MPO	Vacant at this time
City of Grants	Don Jaramillo
City of Gallup	Stan Henderson, 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: JoAnn Garcia
DOT Tribal Liaison:
DOT – Admin:

NWRTPO Administration:

Northwest Regional Planning Organization: Robert Kuipers

Guests:

TOTAL ATTENDANCE: 7 Members, 1 alternate member, 3 NMDOT, 1 RTPO Staff,
0 guests – TOTAL: 12

- I. **Call to Order and Introductions:**....., NWRTPO Chair – Jeff Irving
 - 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 City of Gallup with special thanks for coffee, snacks and lunch provided.
- II. **Review & Approval of Agenda:**.....Jeff Irving, Chair
 - Motion to Approve: Stan Henderson - Gallup; 2nd: Don Jaramillo - Grants; all in favor, none opposed.
- III. **Approval and Review of Minutes for July 11, 2018 meeting:**.....Jeff Irving
 - Motion to Approve: Gaylord Siow - Laguna; 2nd: Don Jaramillo - Grants; all in favor, none opposed. Some discussion occurred around resurrecting the DOT Cradle to Grave project development training, which details steps for each phase of project development for transportation infrastructure.

ACTION ITEMS: none this meeting

DISCUSSION ITEMS:

- IV. **Finalize NWRTPO Annual Meeting Schedule:**.....Robert Kuipers

BACKGROUND
<ul style="list-style-type: none"> • Why? On an annual basis, the NWRTPO provides an annual schedule of meeting dates, times and locations to our region’s media – especially area newspapers, to encourage public awareness and participation. • Purpose. Maintain public awareness and access to the monthly meetings of the NWRTPO, who’s local government representatives collaborate with the N.M. DOT, to prioritize projects for regional transportation infrastructure and services, and monitor / report progress on local / regional funding and development on a monthly basis. • Discussion/Finalization. RTPO members will review the annual schedule, and confirm their meeting date and location at this meeting.
CURRENT WORK
<ul style="list-style-type: none"> • Review and confirm meeting date assignments
ANTICIPATED WORK
<ul style="list-style-type: none"> • Confirm meeting host dates with local leaders, and report to the RTPO staff.
ATTACHMENTS
<ul style="list-style-type: none"> • FFY2018 – 2019 meeting schedule
BUDGET IMPACT
<ul style="list-style-type: none"> • None.
ACTION ITEM
<ul style="list-style-type: none"> • No policy action, but members will confirm their respective meeting dates / locations at this meeting.

Discussion: Members agreed to maintain the same schedule as the past year, with the exception of Zuni and San Juan trading places with Zuni hosting the June meeting, and San Juan hosting the July meeting. This would accommodate an opportunity for the NWRTPO to briefly meet with the Farmington (incl. Aztec & Bloomfield) MPO, to become acquainted, and discuss any opportunities for future collaboration around MPO corridors that connect with other key County corridors within the RTPO’s (Northern Navajo) oversight. There was previous discussion at our February meeting 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.

V. NWRTPO Regional Transportation Plan Update:.....Robert Kuipers

BACKGROUND
<ul style="list-style-type: none">• Why? The NWRTPO updates their (long range) Regional Transportation Plan on an annual basis. Every four years, the NMDOT updates their Long Range Transportation Plan, which is due during this FFY2019 cycle.• Purpose. RTPO members are asked to review our current RTP and consider potential updates for our RTP going forward.• Discussion/Finalization. Members will commence consideration for recommendations around updates for incorporation into this year’s RTP, based on new directions within NMDOT, along with FHWA and USDOT.

CURRENT WORK
<ul style="list-style-type: none">• Members will review our current RTP and begin consideration toward any recommendations for updates and new focus areas for our FFY2019 / 2020 RTP.

ANTICIPATED WORK
<ul style="list-style-type: none">• As the year progresses, RTPO staff and members will examine new priorities and focus areas represented from NMDOT, FHWA, and USDOT related to long range transportation planning and development.

ATTACHMENTS
<ul style="list-style-type: none">• Current NWRTPO Regional Transportation Plan

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

ACTION ITEM
<ul style="list-style-type: none">• N/A.

Mr. Kuipers passed out the current Regional (*long range*) Transportation Plan for the NWRTPO and encouraged RTPO members to review and become familiar with it – suggesting that as busy as we all are, many of our members may not have reviewed this document at all, or not in a long time. This was confirmed by many of the members. Mr. Kuipers informed that the NMDOT will be conducting a major update to their long range plan this year – as part of a four year cycle, and we are waiting to see what new priorities emerge in the NMDOT long range plan, so we can consider where any of our updates might align with the DOT. Mr. Kuipers suggested that a) it’s a good idea to stay connected with state and federal DOT news sources to consider and look for any new trends and priorities coming down the pipe from these broader government sources – NMDOT / USDOT / FHWA / FTA, so we can make sure our region aligns (as appropriate) with new state and/or federal transportation direction and priorities; and b) we should be familiar with our current Regional (long range) Transportation Plan, so we can have informed discussions and make informed decisions about new priorities and directions, as we look toward any RTP updates we wish to incorporate in the year ahead. Mr. Kuipers also informed the members and DOT staff that the NWRTPO considers RTP updates on an annual basis, in order to stay “on top of and ahead of new trends and directions” that impact our ability to a) acquire funding for our region, and b) better participate in the broader arena of new state and federal trends for transportation infrastructure and services.

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 and NMDOT sources
Informational Items
<p>Regional News & Updates</p> <ul style="list-style-type: none"> • Regional Work Program Status Report • RTPO Report • Member Reports
<p>Member Special Reports:</p> <ul style="list-style-type: none"> • None submitted prior to the meeting
<p>NMDOT Reports:</p> <ul style="list-style-type: none"> • 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
<p>Training & Funding Opportunities</p> <ul style="list-style-type: none"> • Members are reminded to periodically check the UNM-LTAP website for training opportunities • NMDOT Tribal & Local Public Agency (TLPA) Handbook trainings took place in our region on 3/26 in Grants, and 3/27 in Farmington – members were periodically and repeatedly reminded in advance via phone and email to attend these training events. • National TTAP training opportunities emailed to Tribal members on 3/20/19 • National Regional Transportation Conference June 17 – 19, Columbus, Ohio; emailed to members 4/3/19 • National Tribal Symposium forthcoming May 14-16 – San Diego, California – thanks to Shane Lewis for this news. • Public Transit funding opportunities: emailed to our regional public transportation providers and RTPO members 4/3/19 • 2019 Tribal Transportation Program Safety Fund: emailed to Tribal members 4/3/19 with appreciation to Ron Shutiva
<p>New Business / Open Floor:</p> <ul style="list-style-type: none"> • None requested in advance of this meeting

Discussion:

A. RTPO Report – March 2019

- Reports attached for March 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:

1. Pueblo of Acoma: (not present this meeting – report from March meeting follows)
 - Ramond Concho Jr. has joined the Pueblo’s Community Development Office as the Transportation Planner, having stepped down in the recent appointments, 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. Request for proposals received. POA selection team completed its scoring and will have interviews 3/14/19; Notice of Award anticipated for 3/22/19.

- CMGC-11 SP130 Veterans Blvd. – NEPA work is completed; categorical exclusion received. Request for proposals received. POA selection team completed its scoring and will have interviews 3/14/19; Notice of Award anticipated for 3/22/19.
 - CMGC-12 Baseball Fields - NEPA work is completed; categorical exclusion received. CDO working with Realty to complete the Grant of Easements and ROW. POA selection team completed its scoring and will have interviews 3/14/19; Notice of Award anticipated for 3/22/19.
 - CMGC-14 FEMA 4352 Large Projects (39) – Ready for recovery; all NEPA documents have been completed by FEMA’s Environmental Historic Preservation Office. Request for proposals received. POA selection team completed its scoring and will have interviews 3/14/19; Notice of Award anticipated for 3/22/19.
 - BIA Legacy Projects:
 - SP302, GE Pino Roads – all documentation has been submitted to the BIA SWRO Division of Transportation for their PS&E review. Received 100% PS&E on 3/6/19. Ready to present to the Governor for his signature.
 - Mesa Hill Road and Bridge Project: PS&E completed. Applied to several federal and other funding mechanisms for construction; still waiting for a response from the US DOT whether we have been awarded.
 - The Pueblo is continuing on the update to their Long-Range Transportation Plan; anticipate completion by September, 2019
 - Pinsbaari Drive Corridor Development Study: Possible funds have been identified through the Capital Outlay Process; these funds would help create a Mainstreet Project for economic development.
 - 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.
 - TTP: Received approved 2019-2023 Tribal Transportation Improvement Plan from FHWA.
2. Pueblo of Zuni:
- Royce is now also the Airport Manager.
 - All shovel ready projects have been completed.
 - The Pueblo has secured an on-call Engineering Firm for development of future projects
 - There is current trail development going on around the Veteran’s Park
 - The Pueblo is currently undertaking a drainage project, and undertaking major pothole repair on roads, after more significant moisture during the past Winter season.
 - Royce reminded members that 23CFR661 provides FHWA guidance for Bridge construction and maintenance – always involve the DOT District engineers for any bridge project
3. McKinley County:
- The County is running out of maintenance materials due to difficulty accessing their primary source, related to mud and an unusually wet winter.
 - 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 – ongoing dept. on weather for Mexican Springs Chapter.
 - TIF: \$1.3 million awarded for 18 miles of CR19 road improvement – multiple Eastern Navajo Chapters; collaborating with NDOT for road repairs and renovation.
 - The County is submitting for funding for two projects in the Prewitt area.
 - Roads in Manuelito and superman canyon are needing bridge repair or replacement.
 - County has had weather delays related to continued construction on most of their projects.
4. Gallup: (no new news – report from previous month follows)
- 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 – PS&E underway, need to schedule technical review with stakeholders
 - BIA 125 MP O – 4.4 and BIA 195 submitting a contract amendment for time extension due to environmental report submittal and review
 - Received ROW documents for BIA 195, BIA 145 and BIA 113; held a meeting with allotment owners to present alignments for concurrence.
 - Coordinating with Ramah BIA Office for alignment locations on allotted lands.
 - Received official TTIP for RNDOT's projects, maintenance and planning.
 - Attended the TLPA Handbook training.
 - Received proposals for Pine Hill ADA Compliance Study.
 - Submitted striping project for LGRF funding.
 - 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. Maintenance more demanding this Winter season due to frequent and heavy snow fall.
7. Cibola County:
- 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: in bidding process, construction anticipated for next month
 - 1st Street phase 2 Washington to Adams underway, anticipating phase 3 construction in June.
 - 2nd Street: pre-PS&E meeting completed; construction anticipated for June.
 - 2nd Street Channel project will include two bridges to the High School.
 - First phase for high school trail to commence this summer.
 - The next major project will be Roosevelt Road and Bridge; the north sidewalk is currently at 90% design.
9. Pueblo of Laguna:
- The Pueblo is pursuing an FHWA grant to develop a Pueblo-wide (all Villages / roads) Safety Plan, and will be seeking data sources identifying various crash incidents, and high crash incident locations; may need assistance from the RTPO or DOT with analyzing crash data. The Pueblo has a number of State Routes, where high speeds impact upon more fatal crashes.
 - NM 124 Trail- Paraje to the Kawaika Center, a bike/ped path: Construction is in progress and currently at 50% complete, completion date is anticipated April 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 project is in bidding, with a due date of March 8. The project will be presented to the Tribal Council March 14, with a recommendation of award. Construction is anticipated for mid-April, 2019.

- M137 bridge at Laguna to Laguna Subdivision: Construction is complete, with a punch list for a few minor items to be complete when temperatures are above 45 degrees, anticipated in April, 2019.
- Mill, Overlay, Striping & Enhancements Project: for L503 Veterans Memorial Rd, L200 Postal Road and L245 Raindrop Road. Construction has resumed March 1 for L503 and L200; completion anticipated for May, 2019.
- 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:

- LGRF application submitted for Sanostee Chapter road
- Annual NDOT Transportation Symposium took place April 2-4 at Twin Arrows Casino, east of Flagstaff.
- TTIP funding cycle is coming up
- New Mexico funding priorities for Northern Navajo include the N36 / NM371 intersection (near Flowing Waters Casino) and the Shiprock School Zone.

10. Eastern Navajo (Rosilyn has left her position – previous report 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 2019 RTIPR

C) State DOT Reports:

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

- RTPO award letters should be out by the end of the month.
Important reminders from last month's report as follows:
- May 14-15: FHWA mandatory training for local govt. funding requirements – RTPO/MPO staff only
- TAP Selection committee to select projects for funding March 14; RTP Selection Committee to select projects for funding Feb. 28 – **check if your projects got funded: TAP: Maggie Moore: 505-470-4705 / Maggie.Moore@state.nm.us**
- 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 – final 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: (not present; report from previous meeting follows)

- Quality Assurance Reviews are forthcoming in the next couple months, from NMDOT
- HSIP currently has a back-log of requested RSA's; need help from the DOT Districts to prioritize
- ADA Compliance: local communities can use the DOT templates

- Need follow up on NM118 drainage study – Vincent Steiner is the lead Engineer for Bohannon Huston; **check the McKinley O.E.M. office for previous Army Corps of Engineers study**
- Ron requests **assistance to push Karen Benally for a new Eastern Navajo RTPO Representative**
- The new N.M. Indian Affairs Dept. Secretary is Lynn Trujillo, from Sandia Pueblo
- Ron would like to promote quarterly meetings to improve coordination between the DOT District and the Tribes
- 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

3. DOT District 5 – Steve Lopez:

- Meeting with Colorado Officials for work anticipated on US160 – ROW on this road may belong to the BIA?
- Working to prioritize Shiprock School Zone improvements, based on funding availability.

4. DOT District 6 – JoAnn Garcia:

- Reminder that Capital Outlay funded projects must also comply with 30%, 60%, 90% design.
- Consider attending the State Veterans Memorial Park Grand Opening located off Hassler Valley Road in Gallup, scheduled for May 27.

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

IX. Review Calendar & Announcements

- FHWA Office of Planning, Environment & Realty / Human Environment Digest: weeks of 3/24 and 3/31.
- Govt. to Govt. Updates: Weeks of 3/4/19, 3/18/19 and 4/1/19 – emailed to members as they came out.
- AASHTO Publications Updates: weeks of 3/11/19, 3/14/19 and 3/26/19 - emailed as they came out
- Webinar – GRS-IBS: Solutions to Bridge Construction Challenges
- LTAP Information: upcoming courses
- NMDOT Tribal & Local Public Agency Handbook Training: Offered 3/26 in Grants and 3/27 in Farmington
- National TTAP Training Opportunities: emailed to tribal RTPO members on 3/20/19 courtesy of Angelina Grey, COG Planner.
- National Transportation Conf. and Transit Opportunities: emailed to RTPO members and regional public transportation providers 4/3/19.
- 2019 Tribal Transportation Program Safety Fund: Information emailed to RTPO Tribal members 4/3/19 with appreciation to Ron Shutiva for this news.
- CNN news on Bridge Safety: 47,000 structurally deficient bridges in America will take 80+ years to repair or replace – available to members 4/4/19 as part of the RTPO meeting package on the COG website.
- Snapshot of the 2019 N.M. Legislative Session: providing news of all the legislation and funding provided for local projects in this legislative session, along with which local governments it is targeted for. Much appreciation to NWNMCOG deputy (and soon to become executive) director Evan Williams.

X. Next Meetings:

- **May 8:** Grants Public Library, 1101 N. First Street, Grants, NM
- **June 12:** Ashiwi College & Career Center – 67 Rt. 301 North of Hwy 53, Zuni, NM
- **July 10:** San Juan County Fire Operations Center – 209 South Oliver Drive, Aztec, NM (We may commence at the County Commission Chambers – large County Complex on north side of Oliver Drive – just before the Fire Ops. Center on the south side; in order to briefly meet with the Farmington MPO.)

XI. Adjournment

At 1:30 PM, motion for meeting to adjourn by Stan Henderson - Gallup, seconded by Larry Joe – Northern Navajo; passed by consensus, none opposed. Lunch and snacks provided by City of Gallup.

MEETING ACTIONS:

RTPO Members:

- “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 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 City of Gallup for hospitality