

Meeting Minutes

Northern Pueblos Regional Transportation Planning Organization (NPRTPO)
Special Meeting hosted on June 11, 2020

NPRTPO Voting Members and Alternates

Name	Entity	Title	Present/Absent	
Eric Martinez	Los Alamos County		Voting Member	Absent
Eric Ulibarri	Los Alamos County		Alternate	Present
Napoleon Garcia	Rio Arriba County		Voting Member	Absent
Cathy Martinez	Rio Arriba County		Alternate	Absent
Robert Griego	Santa Fe County		Voting Member	Absent
Gary "Brett" Clavio	Santa Fe County		Alternate	Absent
Brent Jaramillo	Taos County		Voting Member	Absent
Candyce O'Donnell (Vice-Chair)	Taos County		Alternate	Present
Richard Hubler	City of Espanola		Voting Member	Absent
Alison Gillette	City of Espanola		Alternate	Absent
Patrick Nicholson	Village of Taos Ski Village		Voting Member	Present
Anthony Mtz/John Avila	Village of Taos Ski Village		Alternate	Absent
Francisco Espinoza	Town of Taos		Voting Member	Absent
	Town of Taos		Alternate	Absent
Russell Church	Town of Red River		Voting Member	Present
	Town of Red River		Alternate	Absent
Roxanne Bayer	Village of Chama		Voting Member	Absent
Will Donohoe	Village of Chama		Alternate	Absent
Loretta Trujillo	Village of Questa		Voting Member	Absent
	Village of Questa		Alternate	Absent
Duane Sandoval	Jicarilla Apache Nation		Voting Member	Absent
Prestin Duncan	Jicarilla Apache Nation		Alternate	Absent
Levi Valdez	Pueblo of Nambe		Voting Member	Absent
Marcus Lopez	Pueblo of Nambe		Alternate	Present
Sylvia Armijo	Picuris Pueblo		Voting Member	Present
	Picuris Pueblo		Alternate	Absent
Stephen Martinez	Pueblo of San Ildefonso		Voting Member	Absent
Lillian Garcia	Pueblo of San Ildefonso		Alternate	Absent
Christy Ladd (CHAIR)	Ohkay Owingeh		Voting Member	Present
	Ohkay Owingeh		Alternate	Absent
Suzette Shije	Pueblo of Santa Clara		Voting Member	Absent
Mary Lou Valerio	Pueblo of Santa Clara		Alternate	Present
Vernon Lujan	Pueblo of Taos		Voting Member	Absent
Reva Suazo	Pueblo of Taos		Alternate	Absent
Randy Vigil	Pueblo of Pojoaque		Voting Member	Absent
Janay Chavarria	Pueblo of Pojoaque		Alternate	Absent
Anthony Mortillaro	NCRTD		Voting Member	Absent
Delilah Garcia	NCRTD		Alternate	Absent

NCNMEDD/NPRTPO Staff

Lesah Sedillo NCNMEDD – Community Development Director
Steve Fischer NCNMEDD- Transportation Planner

NMDOT Staff

Joseph Moriarty NMDOT NPRTPO Planning Liaison
Javier Martinez NMDOT D-5 Assistant District Engineer
James Mexia NMDOT D-5 Technical Support Engineer

I. Call Meeting to Order

The NPRTPO Meeting was called to order at 10:05 A.M. by the NPRTPO Chairwoman Christy Ladd, Ohkay Owingeh Pueblo.

II. Pledge of Allegiance

III. Welcome and Introductions/Public Comments (5:50):

IV. Approval of the Agenda (6:00):

Eric Ulibarri, Los Alamos County stated that he wasn’t sure if he is a voting member. The previous voting member retired from his position and Eric Ulibarri; Los Alamos County had previously sat in the meetings. Eric Ulibarri, Los Alamos County had been submitted as an alternate and Lesah Sedillo stated that she would double check with Eric Martinez, Los Alamos County on the status that submittal. Awaiting that information, Eric Ulibarri, Los Alamos County will participate as a voting member.

Chairwoman Ladd called for a motion to approve the agenda as submitted. Mary Lou Valerio, Pueblo of Santa Clara, made a motion to approve the agenda. Patrick Nicholson, Village of Taos Ski Valley seconded the motion. Chairwoman Ladd, Ohkay Owingeh, called for a roll call vote. Steve Fischer conducted a roll call vote of the members in attendance.

Roll Call Vote:

Entity	Voting Member	Vote
Ohkay Owingeh	Chairwoman Christy Ladd	Yes
Taos County	Vice-Chairwoman Candyce O’Donnell	Yes
Village of Taos Ski Valley	Patrick Nicholson	Yes
Town of Red River	Russel Church	Yes
Pueblo of Nambe	Marcus Lopez	Yes
Pueblo of Picuris	Sylvia Armijo	Yes

Los Alamos County	Eric Ulibarri	Yes
Pueblo of Santa Clara	Mary Lou Valerio	Yes

V. Approval of the Minutes (12:04): March 4, 2020 Los Alamos County

Chairwoman Ladd, Ohkay Owingeh recommended changes to the meeting minutes on page three to change language from “they did pass HB 207” to “Legislature passed HB 207”. And on page four, first paragraph, from “we did include in the packet”... to the organization name. Vice Chairwoman O’Donnell, Taos County had no comments.

Chairwoman Ladd, Ohkay Owingeh called for a motion to approve the minutes as amended. Mary Lou Valerio, Pueblo of Santa Clara makes the motion. Eric Ulibarri, Los Alamos County seconded the motion. Chairwoman Ladd, Ohkay Owingeh, called for a roll call vote. Steve Fischer conducted a roll call vote and all voting members voted in the affirmative.

Roll Call Vote:

Entity	Voting Member	Vote
Ohkay Owingeh	Chairwoman Christy Ladd	Yes
Taos County	Vice-Chairwoman Candyce O’Donnell	Yes
Village of Taos Ski Valley	Patrick Nicholson	Yes
Town of Red River	Russel Church	Yes
Pueblo of Nambe	Marcus Lopez	Yes
Pueblo of Picuris	Sylvia Armijo	Yes
Los Alamos County	Eric Ulibarri	Yes
Pueblo of Santa Clara	Mary Lou Valerio	Yes

VI. Action/Discussion (15:40)- NPRTPO Open Meetings Act Resolution No. 2020-01

Chairwoman Ladd, Ohkay Owingeh asked the members if they had any comments. The resolution allows the NPRTPO Members to meet by teleconference during certain emergency situations. Vice Chairwoman O’Donnell, Taos County thanked Lesah Sedillo for providing this important amendment.

Chairwoman Ladd, Ohkay Owingeh called for a motion to approve Open Meetings Act Resolution No. 2020-01. Patrick Nicholson, Village of Taos Ski Valley made a motion to approve Open Meetings Act Resolution No. 2020-01. Vice Chairwoman Candyce O’Donnell, Taos County seconds the motion. Chairwoman Ladd, Ohkay Owingeh, called

for a roll call vote. Steve Fischer conducted a roll call vote and all voting members voted in the affirmative.

Roll Call Vote:

Entity	Voting Member	Vote
Ohkay Owingeh	Chairwoman Christy Ladd	Yes
Taos County	Vice-Chairwoman Candyce O'Donnell	Yes
Village of Taos Ski Valley	Patrick Nicholson	Yes
Town of Red River	Russel Church	Yes
Pueblo of Nambe	Marcus Lopez	Yes
Pueblo of Picuris	Sylvia Armijo	Yes
Los Alamos County	Eric Ulibarri	Yes
Pueblo of Santa Clara	Mary Lou Valerio	Yes

VII. Action/Discussion (19:00)- NPRTPO By Laws

Chair Ladd directs the meeting's attention to page 4 section D to review the language adopted into the by-laws. Chairwomen Ladd called for a motion to approve the By Laws. Patrick Nicholson, Village of Taos Ski Valley, makes a motion to approve the By Laws. Sylvia Armijo, Pueblo of Picuris, seconds the motion. Chairwoman Ladd, Ohkay Owingeh, called for a roll call vote. Steve Fischer conducted a roll call vote and all voting members voted in the affirmative.

Roll Call Vote:

Entity	Voting Member	Vote
Ohkay Owingeh	Chairwoman Christy Ladd	Yes
Taos County	Vice-Chairwoman Candyce O'Donnell	Yes
Village of Taos Ski Valley	Patrick Nicholson	Yes
Town of Red River	Russel Church	Yes
Pueblo of Nambe	Marcus Lopez	Yes
Pueblo of Picuris	Sylvia Armijo	Yes
Los Alamos County	Eric Ulibarri	Yes
Pueblo of Santa Clara	Mary Lou Valerio	Yes

VIII. Action/Discussion (21:30)- NPRTPO RTP Update

Transportation Planner Steve Fischer presents the RTP timeline going through the objectives of the months of May, June, July and through the tentative submittal date of January 21st. Steve discussed the effort to coordinate with the CEDS and other regional, and state, planning efforts as well as conduct public outreach efforts with the CEDS roadshow happening between September and October. Clarity was given to the members that the voting will take place on the Timeline and that the outline and data updates will be discussion.

Voting on the Timeline will be made with the knowledge that it is a living document subject to change with the availability of new knowledge and/or health protocols. Steve told the members that although the full document being presented (the timeline, outline and data source updates) was not provided to the members prior to the meeting (though the RTP Timeline was), the information will be sent out to the members as well as posted on the RTPO website.

Chair Ladd asked for a summary of the RTP timeline before a vote is cast on whether to approve it. Steve Fischer gives a summary of the timeline.

Chairwomen Ladd called the motion to approve the initial draft of the RTP timeline as a working document. Marcus Lopez, Pueblo of Nambe, moves to approve the RTP Timeline. Patrick Nicholson, Village of Taos Ski Valley, seconds the motion. Chairwoman Ladd, Ohkay Owingeh, called for a roll call vote. Steve Fischer conducted a roll call vote and all voting members voted in the affirmative.

Roll Call Vote:

Entity	Voting Member	Vote
Ohkay Owingeh	Chairwoman Christy Ladd	Yes
Taos County	Vice-Chairwoman Candyce O'Donnell	Yes
Village of Taos Ski Valley	Patrick Nicholson	Yes
Town of Red River	Russel Church	Yes
Pueblo of Nambe	Marcus Lopez	Yes
Pueblo of Picuris	Sylvia Armijo	Yes
Los Alamos County	Eric Ulibarri	Yes
Pueblo of Santa Clara	Mary Lou Valerio	Yes

IX. Action/Discussion (41:10)- NPRTPO Regional Work Program FFY 21-22 (NPRTPO Planner)

Lesah Sedillo covered the discussion of the Regional Work Program. She let the members know that this is approved every two years that guide the tasks and processes

taken on by the RTPO staff and planners. She stated that function 1 guides the long range planning and that all of the functions outlined in the RWP, will be reported quarterly to the NMDOT. Lesah alerted the members to a new section in the RWP that wasn't there in previous years that involves inserting a section into the RTIPR which keeps it up to date and that there is a process that is followed.

Lesah mentioned that having an annual review of projects was discussed in the previous meeting, on the RTIPR and state list, so that old projects that are no longer a priority, aren't sitting in the list. This review would also revisit the rating and ranking process to ensure that projects are prioritized based on the most updated federal, state and local priorities. Lesah mentioned that ZIPR meetings will be coordinated with state DOT and other districts where all of the RTIPR items are compiled with other regions and ranked in a state-wide list. She mentioned that the region was very active in the previous ZIPR list. She continued through the various other functions before directing the attention towards the FFY 20-22 budget that the organization will adhere too. This contains various categories that we will be billing too including personnel, insurance, travel and more.

Chair Ladd is happy about the more active role in the RTIPR. Chair Ladd asked the members if there were any comments. Vice Chair asked if there could be a donation category to get food for in-person meetings. Lesah stated that these are federal funds which means that adherence to these planning dollars is strict and cannot be spent on food. Vice chair asks if we can a donation fund. Lesah said that donation and federal funding dollars cannot be co-mingled under the current work program.

Chair Ladd calls for a motion to approve the RWP. Marcus Lopez, Pueblo of Nambe, makes the motion to approve the RWP. Mary Lou Valerio seconds the motion. Chairwoman Ladd, Ohkay Owingeh, called for a roll call vote. Steve Fischer conducted a roll call vote and all voting members voted in the affirmative.

Roll Call Vote:

Entity	Voting Member	Vote
Ohkay Owingeh	Chairwoman Christy Ladd	Yes
Taos County	Vice-Chairwoman Candyce O'Donnell	Yes
Village of Taos Ski Valley	Patrick Nicholson	Yes
Town of Red River	Russel Church	Yes
Pueblo of Nambe	Marcus Lopez	Yes
Pueblo of Picuris	Sylvia Armijo	Yes
Los Alamos County	Eric Ulibarri	Yes
Pueblo of Santa Clara	Mary Lou Valerio	Yes

X. Discussion (1:04:23)- RTIPR Process

Lesah gives an overview of the '17 RTIPR for reference and that the projects will be removed and stricter compliance measures will be implemented. If projects from this list is still something that the entity wishes to pursue, a new PFF must be filled out and submitted. This was presented to give entities the opportunity to see if the project is still something they want to pursue and submit a new PFF.

Chair Ladd asked if PFFs submitted earlier in 2020 will have to be re-submitted and Lesah confirmed that they would not be. Lesah gave an overview of the projects that had been submitted in 2020 but had not been signed.

Joseph Moriarty spoke about the recreational division remaining under the NMDOT. A call for projects will begin in the fall of 2021. He passes it on to Javier to speak on the process of getting unsigned PFFs signed. He said that discussions with Lesah took place about having a quarterly meeting to discuss these PFFs between the RTPO planners, NMDOT and district staff. He reiterates that filled out PFFs does not mean the project is funded. Chair Ladd asks when is the quarterly meeting and Javier said that they will coordinate with Lesah to set those up. Javier stated that a quarterly meeting will prevent a backlog of PFFs to review and that this is the new process. Vice Chair O'Donnell asked Joseph if the Regional Trail Program call for projects includes TAP as well. Joseph said yes, to his understanding. Vice Chair also asked if there is a deadline to submit a PFF for entities that haven't. Javier stated that PFFs can be submitted for the next legislative session.

Lesah suggests that we continue to accept PFFs to bring up for discussion in the quarterly meeting and then the following RTPO we'll present the RTIPR with those projects and possibly in February to do the Rating and Ranking to have the projects ready for the ZIPER in March. Vice chair asked Lesah about the 2019 projects that were funded and if we had begun work and if those projects are intact. Chair Ladd said that she spoke to the governor and that Lesah sent out a document providing details on projects that will get cut. Some cut and swap scenarios with the local transportation funds, originally 250 million appropriated in 2019 will go to 75 million.

Lesah walks the members through the changes made on the website as requested in the last meeting. The NPRTPO website is sectioned into federal, state, and tap eligible projects and all of the coordinated documentation needed for those projects.

XI. Discussion- NMDOT Updates

- a) DOT- Joe talked about the RTP staying with the DOT and possibly be a call for projects fall of 2021. NMDOT planning division did a reorganization into various sections (data, multimodal, planning) though he will remain our liaison. Our budget is still matched at 80% federal and 20% state. He

thanks Lesah and Steve for the good work on the RWP and the QAR despite the COVID lockdown. He mentioned that stakeholder workshops for the statewide long-range plan will be hosted virtually during either the weeks of July 13th or the 20th. He will send out an invitation when more information becomes available. Both the Chairwoman and Vice-Chairwoman thank Joe for all of his help and assistance as DOT liaison.

- b) District 5- Javier mentioned having quarterly meetings to review all PFFs and will report to local governments following the meetings. This will prevent a large backlog and old items remaining on the lists. He would like to possibly conduct a workshop later on.
- c) Tribal Liaison- Mr. Ron Shutiva stated via email that he will not be in attendance. Chair Ladd stated that she is still a member of the LTAP advisory board and that she is still coordinating with them to bring more training to the members. She mentioned that she will explore the possibility of online trainings as well.

XII. Member Input on Training and Presentation for NPRTPO

There were no requests for any additional trainings or presentations.

XIII. NPRTPO Planner Updates

NPRTPO Planner Report by Steve Fischer Prepared for Special Meeting on June 11, 2020

*Reach out to Steve Fischer, NCNMEDD Transportation Planner, at stevef@ncnmedd.com for any of the items listed in this report

Conferences, Trainings & Webinars

- The 2020 National Transportation in Indian Country Conference Planning Committee offered guidance on the corona virus response in an update published May 1, 2020. Their corona virus update page: <https://www.nticc.org/covid-19-updates>
- The National Regional Transportation Conference 2020 is going virtual. The meeting originally scheduled in Kansas City in late July is now being hosted online by the National Association of Development Organization (NADO) research foundation. For more information on resources, RTPO models, and latest news regarding COVID please visit ruraltransportation.org.
- Open Meetings Act/Inspection of Public Records Act Training. Currently the NM Attorney General's Office has no scheduled trainings for 2020, due to COVID restrictions. When trainings are scheduled, they are announced on the NM AG's website: <https://www.nmag.gov/ipra.aspx>

- 10/14-10/16, Roswell: Save the date! American Planning Association-New Mexico Chapter (APA-NM) annual conference; keep an eye on the website for updates on the conference; <http://apa-nm.org/conferences/2020-conference/>
- 10/1-10/2, Farmington: 3rd Annual New Mexico Outdoor Economics Conference; more information, including registration, available here: <https://outdooreconomicsnm.com/>
- The National Transportation in Indian Country Conference is scheduled for August 31st- September 3rd. Registration is available online at www.nticc.org

Regional Data Information and Updates, Project Compliance Requirements and New Funding Opportunities

- New Mexico Economic Development Department's updated county profiles offer information on county level industry and workforce data, total revenue generated (broken down by industry) and percent growth or decline in target industries. NMEDD County Level Reports: <https://gonm.biz/site-selection/county-profiles/>
- *As a reminder, if you anticipate applying for a federally eligible project you must be in compliance with the following: T/LPA ADA & Title VI:
- Here is a brief review of the documents required from the LPAs:
 - Local Public Agencies (LPAs) with fewer than 50 employees: (including part-time employees but not elected officials)
 - ADA Policy
 - To see a sample ADA policy, go to: <https://www.ada.gov/pcatoolkit/chap2toolkit.htm>
 - Title VI Policy
 - To access NMDOT's Title VI Boilerplate, go to: http://dot.state.nm.us/content/dam/nmdot/OEOP/Title_VI_Boilerplate_LGA.pdf
 - Letter certifying the LPA has fewer than 50 employees. This letter should include the names and positions of their current employees.
 - Local Public Agencies (LPAs) with 50 or more employees:
 - Title VI Policy
 - To access NMDOT's Title VI Boilerplate, go to NMDOT's website.
 - ADA Transition Plan. The ADA Transition must include the following:

- Official responsible for implementation of the Transition Plan;
 - Identification of physical barriers in the public entity's facilities that limit the accessibility of its programs or activities to individuals with disabilities;
 - Detailed description of the methods that will be used to make the facilities accessible;
 - Schedule for taking the steps necessary to upgrade access to meet ADA and Section 504 requirements;
 - Description of public involvement in development of ADA Transition Plan;
 - ADA Policy Statement
 - Identification of ADA Coordinator including contact information; and
 - Clear Complaint/Grievance Process to receive and address complaints or grievances from the public.
- Northern Pueblo Website Updates:
 - <https://www.rtpnm.org/northern-pueblos>
 - On the website under Regional Plans and Reports:
 - FFY 20 Quarterly Report
 - Quality Assurance Review
 - SANTA FE, N.M. – Applications for the Outdoor Equity Fund to support New Mexico's outdoor recreation economy opened and are available online, Director of the Outdoor Recreation Division Axie Navas announced today. The deadline to apply is August 1, 2020.
 - NMEDD's Webinar: <https://www.youtube.com/watch?v=fkmlE1Rggvg>
 - **Special Legislative Session will begin next Thursday**

Chairwoman Ladd stated that the next meeting will take place on July 8th.

Adjournment

Chairwoman Ladd makes a motion to adjourn the meeting. Eric Ulibari, Los Alamos, makes the motion to adjourn. Vice Chair Candyce O'Donnell seconds the motion. The meeting adjourns at 12:08 PM.