

Regular Meeting Minutes  
 Northeast Regional Transportation Planning Organization (NERTPO)  
 Hosted by the Eastern Plains Council of Governments and  
 North Central New Mexico Economic Development District  
 ONLINE  
 November 30<sup>th</sup>, 2021  
 10:00 a.m.



**Meeting Attendees**

Present	Jason Phillips	City of Raton	Alternate
Present	Heather Dostie	City of Santa Rosa	Voting Member
Present	Robert Thompson	Colfax County	Alternate
Present	Gerald Garcia	San Miguel County	Alternate
Present	Samuel Blea	Town of Springer	Voting Member
Present	Shawn Jeffrey - Vice-Chair	Village of Cimarron	Voting Member
Present	Richard Cordova-Chair	Village of Eagle Nest	Voting Member
Present	Ralph Lopez	City of Tucumcari	Alternate
Present	Ferron Lucero	Town of Clayton	Voting Member
Present	Mary Berglund	Village of Eagle Nest	Alternate
Present	Sarah Arias	Town of Springer	Alternate
Present	Ken Flores	Guadalupe County	Alternate
Present	Karen Gates	Village of Maxwell	Voting Member
Present	Julie Kulhan	Village of Angel Fire	Alternate
Present	Clay Kiesling	Union County	Voting Member
Present	Pedro Laumbach	Harding County	Alternate
Present	Scott Parnell	Village of Logan	Voting Member
Present	Daniela Johnson	Village of Mosquero	Voting Member
Absent	Bret E. Wier	Colfax County	Voting Member
Absent	Cynthia Lee	Village of San Jon	Voting Member
Absent	Wanda Martinez	Mora County	Alternate
Absent	Ernest Sanchez	Town of Clayton	Alternate
Absent	Monica Abeyta	Guadalupe County	Voting Member
Absent	Arnold Lopez	San Miguel County	Voting Member
Absent	Jennifer Baca	Harding County	Voting Member
Absent	Jay Ruybalid	Village of Angel Fire	Voting Member
Absent	Daniel Gurule	City of Las Vegas	Voting Member
Absent	Larry Moore	Quay County	Voting Member
Present	John N. Romero	Mora County	Voting Member
Absent	Matthew Baca	Village of Roy	Alternate
Absent	Danny Laumbach	Village of Roy	Voting Member
Absent	Scott Berry	City of Raton	Voting Member



Absent	Daniel Zamora	Quay County	Alternate
Absent	Vacant	City of Las Vegas	Alternate
Absent	Audrey Caufield	City of Santa Rosa	Alternate
Absent	Vicki Strand	City of Tucumcari	Voting Member
Absent	Angie Gonzales	Union County	Alternate
Absent	Renee Ledoux	Village of Cimarron	Alternate
Absent	Lee Dixon	Village of Des Moines	Voting Member
Absent	Scott Warner	Village of Des Moines	Alternate
Absent	Diane Brown	Village of Folsom	Voting Member
Absent	Mike Schoonover	Village of Folsom	Alternate
Absent	Lynn Wiseman	Village of Grenville	Alternate
Absent	Mignon Saddoris	Village of Grenville	Voting Member
Absent	Shannon Aikman	Village of House	Voting Member
Absent	Sherwin W. Martin	Village of House	Alternate
Absent	Dave Shivers	Village of Logan	Alternate
Absent	Joanna Taylor	Village of Maxwell	Alternate
Absent	Connie Cook	Village of Mosquero	Alternate
Absent	Telesfor Benavidez	Village of Pecos	Voting Member
Absent	Vacant	Village of Pecos	Alternate
Absent	Wade Lane	Village of San Jon	Alternate
Absent	Laudente Quintana	Village of Wagon Mound	Voting Member
Absent	Nora Sanchez	Village of Wagon Mound	Alternate

**RTPO Planners, NMDOT Staff, and other attendees**

- Vincent Soule – Eastern Plains Council of Governments (EPCOG)
- Paul Sittig– North Central NM Economic Development District (NCNMEDD)
- Samantha Sandoval – NMDOT LGRF Program Planner
- John Herrera – NMDOT District 4 Assistant Engineer
- Raymond Mondragon – Governmental Specialist (EPCOG)
- Marcelino Roybal – Transit Manager Meadow City Express
- Eva Lawrence – Transportation Coordinator & Dispatch Golden Spread Rural Frontier
- Jeff Carr – Mayor Elect of Eagle Nest
- Vijay Ummadi- Rail and Transit NMDOT



**I. Call to Order**

The Meeting was called to order at 10:00 AM by Chairman Richard Cordova. Chairman Cordova stated that Vice-Chairwoman Jeffrey will begin leadership at 11:00 AM if the meeting is not adjourned at such time.

**II. Pledge of Allegiance/New Mexico State Flag**

The Pledge of Allegiance and salute to the New Mexico State Flag were led by Chairman Richard Cordova.

**III. Welcome**

Chairman Richard Cordova welcomed everyone to the virtual meeting and allowed for introductions.

Individual introductions were conducted by all in attendance, including [please elaborate, even if just to reiterate the other attendees].

**IV. Approval of Agenda**

Chairman Richard Cordova opened the review and approval of the agenda. Motion to approve the agenda as presented: Jason Phillips, City of Raton  
Second: Vice Chair Shawn Jeffrey, Village of Cimarron

Roll call:

Entity	Representative	Vote
Colfax County	Robert Thompson	Yes
Guadalupe County	Ken Flores	Yes
Mora County	John N. Romero	Yes
San Miguel County	Gerald Garcia	Yes
Union County	Clay Kiesling	Yes
City of Raton	Jason Phillips	Yes
City of Santa Rosa	Heather Dostie	Yes
City of Tucumcari	Ralph Lopez	Yes
Town of Springer	Samuel Blea	Yes
Village of Cimarron	Vice Chair Shawn Jeffrey	Yes
Village of Eagle Nest	Mary Berglund	Yes
Village of Logan	Scott Parnell	Yes
Village of Maxwell	Karen Gates	Yes
Village of Mosquero	Daniela Johnson	Yes

Harding and Quay Counties, City of Las Vegas, Villages of House, Des Moines, Pecos, Folsom, Grenville, Roy, San Jon, , and Wagon Mound were absent. Motion carries.

**V. Approval of Minutes** October Meeting - EPCOG and NCNMEDD virtual)

Chairman Richard Cordova opened the review and approval of the minutes from the October 27, 2021, monthly meeting. With no comments provided, the Chairman moved for a motion.

Motion to approve the minutes as presented by Karen Gates, Village of Maxwell  
 Second: Robert Thompson, Colfax County



Roll call:

Entity	Representative	Vote
Colfax County	Robert Thompson	Yes
Guadalupe County	Ken Flores	Yes
Mora County	John N. Romero	Yes
San Miguel County	Gerald Garcia	Yes
Union County	Clay Kiesling	Yes
City of Raton	Jason Phillips	Yes
City of Santa Rosa	Heather Dostie	Yes
City of Tucumcari	Ralph Lopez	Yes
Town of Springer	Samuel Blea	Yes
Village of Cimarron	Vice Chair Shawn Jeffrey	Yes
Village of Eagle Nest	Mary Berglund	Yes
Village of Logan	Scott Parnell	Yes
Village of Maxwell	Karen Gates	Yes
Village of Mosquero	Daniela Johnson	Yes

Harding and Quay Counties, City of Las Vegas, Villages of House, Des Moines, Pecos, Folsom, Grenville, Roy, San Jon, and Wagon Mound were absent. Motion carries.

**VI. Discussion: Regional Transportation Plan (RTP) Update** (NERTPO Planners)

Paul Sittig, NCNMEDD, updated membership with a presentation about the funding sources and revenue streams that Raul Rodriguez III, EPCOG, drafted now including new information about the Transportation Project Fund (TPF). There is also potential for more funding sources with the new Bipartisan Infrastructure Law (BIL) passed by federal government yet not all the details and a final rule completely ready to be issued. Planners will utilize the national census as more decennial census information is made available to update the RTP with the most current data. The RTP may be used as a helpful guide to new members of local government as an introduction to local and regional government. Planners will continue to partake in concerted efforts to update every section of the RTP.

**VII. Action/ approval: NERTPO Title VI Review and approval** – (NERTPO Planners)

Paul Sittig, NCNMEDD, presented a red-line version of the Title VI Plan in conformance with NMDOT timeframe for updates every 3 years and inclusion on [rtponm.org](http://rtponm.org).

Chairman Cordova opened the review and approval of the NERTPO Title VI Plan for membership. With no comments provided, the Chairman moved for a motion.



Motion to approve the Title VI Plan as presented by Clay Kiesling, Union County  
 Second: Mary Berglund, Village of Eagle Nest

Roll call:

Entity	Representative	Vote
Colfax County	Robert Thompson	Yes
Guadalupe County	Ken Flores	Yes
Mora County	John N. Romero	Yes
San Miguel County	Gerald Garcia	Yes
Union County	Clay Kiesling	Yes
City of Raton	Jason Phillips	Yes
City of Santa Rosa	Heather Dostie	Yes
City of Tucumcari	Ralph Lopez	Yes
Town of Clayton	Ferron Lucero	Yes
Town of Springer	Samuel Blea	Yes
Village of Cimarron	Vice Chair Shawn Jeffrey	Yes
Village of Eagle Nest	Mary Berglund	Yes
Village of Logan	Scott Parnell	Yes
Village of Maxwell	Karen Gates	Yes
Village of Mosquero	Daniela Johnson	Yes

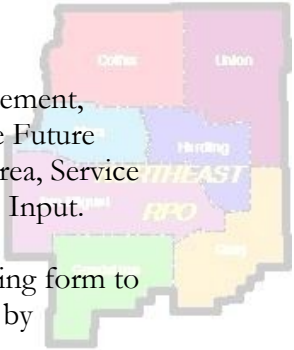
Harding and Quay Counties, City of Las Vegas, Villages of House, Des Moines, Pecos, Folsom, Grenville, Roy, San Jon, and Wagon Mound were absent. Motion carries.

**VIII. Action/ approval: Transit Rating and Ranking Section 5311 – (Transit provider applicants Golden Spread and Meadow City Express)**

Paul Sittig announced that today is the annual rating and ranking for the Section 5311 which is administered funding from the federal government. After the presentations a link will be distributed to membership for grading. Vijay Ummadi, NMDOT Rural Transit Program Manager, opened the rating and ranking process with an explanation of importance of RTPO prioritizations for the programs for regional needs funding. Applications may be awarded based on previous year’s performance indicators for transit operation, capital assistance and administration, along with the prioritization given by RTPO members. FFY 2022 funds were awarded in a similar fashion, with awards being announced in July 2021. Marcelino Roybal asked in chat about the financial fiscal year that is being applied for currently. Mr. Ummadi clarified that applicants are currently applying for FFY 2023 federal funds.

Eva Lawrence, Transportation Coordinator and Dispatch Golden Spread Rural Frontier and Jessica Guthrie, Administration Assistant presented Golden Spread’s application. Golden Spread’s presentation included Board of Directors, Transportation Staff, Mission Statement, Planning and Coordination, Justification and Need, Funding Request for FFY23, Statistics, Marketing, Organizational Structure, Current Fleet, and Public Input.

Marcelino Roybal, Transit Manager Meadow City Express presented Meadow City Express’



application for funding. Meadow City Express’ presentation included Mission Statement, Transportation Staff, Budget matches, Funding Request for FFY23, Vision for the Future including expansion of workforce and adding rides during the weekend, Service Area, Service Type, Planning and Coordination, Economic Development, Marketing and Public Input.

Paul Sittig, NCNMEDD, thanked the presenters and distributed a rating and ranking form to membership, averaged the scores and presented the following scores for approval by membership.

Golden Spread: 12.36 (High Priority)  
 Meadow City Express: 11.09 (Medium-High Priority)

Motion to approve rating and ranking of transit scores made by Clay Kiesling, Union County.  
 Second: Robert Thompson, Colfax County

Roll call:

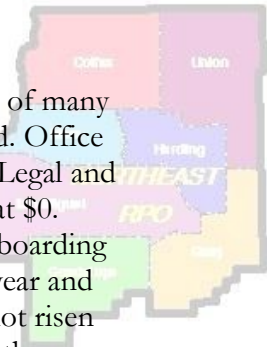
Entity	Representative	Vote
Colfax County	Robert Thompson	Yes
Guadalupe County	Ken Flores	Yes
Mora County	John N. Romero	Yes
San Miguel County	Gerald Garcia	Yes
Union County	Clay Kiesling	Yes
City of Raton	Jason Phillips	Yes
City of Tucumcari	Ralph Lopez	Yes
Town of Springer	Samuel Blea	Yes
Village of Cimarron	Vice Chair Shawn Jeffrey	Yes
Village of Eagle Nest	Mary Berglund	Yes
Village of Maxwell	Karen Gates	Yes

Harding and Quay Counties, City of Las Vegas, Villages of House, Des Moines, Pecos, Folsom, Grenville, Roy, San Jon, and Wagon Mound were absent. City of Santa Rosa, Town of Clayton, Villages of Logan and Mosquero did not answer when called. Motion carries.

**IX. Action/ approval: Formal Amendment FFY 2022 Q1 Requests – (NERPTO Planners)**

Paul Sittig commented that both EPCOG and NCNMEDD have additional funds after the last quarter of FFY 2021 that are available to carry forward into FFY 2022 per the 2-year agreements between the COGs and the NMDOT, if amendments are approved by the NERPTO Board, NMDOT, and FHWA-NM Division Office.

Vincent Soule, Deputy Director of EPCOG, presented EPCOG’s formal FFY 2022 Q1 Amendment Request with comprehensive line-item details of EPCOG’s budget for FFY21 ending September 30<sup>th</sup>, 2021. EPCOG’s total carryforward amount was \$9,693.93. The line-item changes are shown to be significantly larger than they are because the amount budgeted was a small amount. Liability and property insurance increased. Accounting increased because of EPCOG undertaking an EDA grant and outsourcing to a CPA accounting firm. The firm increased the amount for services charged due to the COG’s increased amount of grants undertaken. There is also an increase for office cleaning and cleaning supplies due to the



COVID-19 pandemic. Subscriptions and dues have increased for training as a result of many trainings moving to online vehicle of conveyance. Advertisement line item decreased. Office cleaning and maintenance increase as before referencing the COVID-19 pandemic. Legal and printing have not been used so legal budget has been stricken and printing remains at \$0. Largest percentage of RWP hours changed pertained to training. There has been onboarding of a new Regional Planner and Grants Administrator to the COG for the previous year and has increased the need for training these new positions. Travel to local entities has not risen back to pre-pandemic amounts resulting in the decrease of Function 1 pertaining to the RWP.

Paul Sittig, NCNMEDD, presented NCNMEDD’s request for FFY 2022 Q1 Amendment Request. The carryforward amount is about \$2,600.00. There will not be amendments to NCNMEDD’s Regional Work Plan (RWP) for tasks. The budget had been condensed by combining some categories and taking others out, as compared to the previous year’s budget. Mr. Sittig presented a 2.42% increase to the total budget. Like EPCOG, the new amounts seem like a large percentage but are this way due to the amount of monetary change being relatively small. Travel budget is foreseen to increase as well as dues and subscriptions. Professional Services increased as has software. Budgeted hours will remain the same and the prior amendment, to adjust task hours and budget line items and categories had been approved by the NCNMEDD Board, NMDOT, and FHWA-NM Division Office.

Motion to approve Formal Amendment Requests for FFY 2022 Q1 as presented by NERTPO Planners.

Motion: Clay Kiesling, Union County

Second: Robert Thompson, Colfax County

Roll call:

Entity	Representative	Vote
Colfax County	Robert Thompson	Yes
Guadalupe County	Ken Flores	Yes
Mora County	John N. Romero	Yes
San Miguel County	Gerald Garcia	Yes
Union County	Clay Kiesling	Yes
City of Raton	Jason Phillips	Yes
City of Santa Rosa	Heather Dostie	Yes
City of Tucumcari	Ralph Lopez	Yes
Town of Springer	Samuel Blea	Yes
Village of Cimarron	Vice Chair Shawn Jeffrey	Yes
Village of Eagle Nest	Mary Berglund	Yes

Harding and Quay Counties, City of Las Vegas, Villages of House, Des Moines, Pecos, Folsom, Grenville, Roy, San Jon, and Wagon Mound were absent. Town of Clayton, Villages of Logan, Maxwell, and Mosquero did not answer when called. Motion carries.

**X. Discussion: NERTPO Planners/Program Manager Reports – (NERTPO Planners)**

Mr. Sittig commented about the Bipartisan Infrastructure Law (BIL) formula funding for New Mexico amounting to about \$2.8 billion over the next five (5) years. \$17 million for

safety funding, \$379 million for transit funding, new funding for EV chargers and funding for multiple competitive federal programs which Mr. Sittig and Mr. Rodriguez will continue to monitor as final rules are issued for programs at the federal level for continued guidance. Planners continue to work on updating the RTP for review and approval by membership in the following months. Planners will post drafts online to the [rtponm.org](http://rtponm.org).



Mr. Soule commented about Amtrak for the Northeast Corridor being mentioned in the Bipartisan Infrastructure Law (BIL). \$2.8 billion will be invested into New Mexico for just roadway and bridges being about \$568 million per year of BIL's authorization period of 5 years. Also, additional funding for airports.

Vice-chairwoman Jeffrey applauded work of Felicity Fonseca, NCNMEDD, with the Outdoor Recreation Program funding.

**XI. Discussion: NMDOT District IV Update – (Mr. James M. Gallegos, PE – District IV Engineer and NMDOT Staff)**

Samantha Sandoval, LGRF Program Coordinator, asked if everyone received the template for the LGRF match waiver resolutions and answered member's questions. Time extensions and requests for disbursement must be submitted. John Herrera, Construction Audit Supervisor, , advised membership that NMDOT Project Oversight Division (POD) is requesting additional information of every time a close-out is submitted for Capital Outlay. City of Tucumcari follow up with Mr. Herrera regarding F-3033 for a notice of obligation for a Capital Outlay project close-out. Colfax County, Town of Clayton, Quay County and San Miguel County need to respond with letters of disbursement. When submitting Capital Outlay projects please submit with all documentation in that NMDOT may submit with all documentation required. POD will contact NMDOT District staff with requests for additional information or documentation. Entities must ensure to update the CPMS. Solicitation for FFY2023 projects will go out January 1<sup>st</sup> and return is expected no later than March 15<sup>th</sup>. Projects include CAP, COOP, School Bus or MAP. There are three (3) close out documents required, but this could change if anything is rejected by POD, Mr. Herrera will follow up directly with those particular entities.

**XII. Discussion: Project Status Update – (Local Government Members)**

Paul Sittig, NCNMEDD, updated for NMDOT who was committed to prior meetings. Mr. Sittig updated that Samantha Sandoval, LGRF Program Planner, has received entity's agreement letters and there is a need with new TPF funding to update who consultants and what percentage of designs are done. Please email Samantha as soon as possible. Also, if you have not sent in your LGRF match waiver requests, please do so as soon as possible. Mr. Sittig advised membership that there will be and NMDOT Strategic Highway Safety Plan (SHSP) update webinar next week presented by Jason Coffey at 10:00 AM on Tuesday, Nov. 2, 2021.

**XIII. Project Status Update (Local Government Members)**

Being none, moving on.





**XIV. New Business**

- A. General Comments and Announcements from NERTPO members and Public Comment. Gerald Garcia, San Miguel County, asked about federal funding award timelines and Mr. Sittig noted that there will be NMDOT reviews convening in January and February 2022. Awards will be announced in March 2022. Mr. Sittig stated that he would reach out to Shannon Glendenning, NMDOT Active Transportation Programs Supervisor, to see if she had any updates for Mr. Garcia or others on the timeline. Raymond Mondragon, EPCOG, mentioned issues about Right of Way proposal of \$5,000 per mile for utility companies like broadband but this has been resolved. Mr. Mondragon noted that EPCOG is available to assist with Capital Outlay with about \$2 billion for capital outlay in January 2022.
- B. Suggested Agenda items for upcoming meetings – nothing presented by members.
- C. Meeting Location Amendments – to be virtual, until the health advisory status changes.

- ❖ **December 2021** – Cancelled
- ❖ **January 26, 2022** – Virtual and in person in Santa Fe, NM *(later revised to be all virtual, due to increasing number of COVID-19 cases)*

**XV. Adjournment**

Motion to adjourn: Robert Thompson, Colfax County  
Second: Clay Kiesling, Union County

With there being no further business to discuss, the meeting adjourned at 11:43 AM.