



Meeting Minutes

Northern Pueblos Regional Transportation Planning Organization (NPRTPO)
Regular meeting hosted on September 1, 2021 (online).

NPRTPO Voting Members and Alternates

Name	Entity	Title	Present/Absent
Eric Martinez	Los Alamos County	Voting Member	Absent
Eric Ulibarri	Los Alamos County	Alternate	Absent
Keith Wilson	Los Alamos County	Alternate	Present
Napoleon Garcia	Rio Arriba County	Voting Member	Present
Cathy Martinez	Rio Arriba County	Alternate	Present
Robert Griego	Santa Fe County	Voting Member	Absent
Gary Brett Clavio	Santa Fe County	Alternate	Present
Candyce O'Donnell (Vice-Chair, elected Chair)	Taos County	Voting Member	Present
Jason Silva	Taos County	Alternate	Absent
Richard Hubler	City of Española	Voting Member	Absent
Diahann Jacquez	City of Española	Alternate	Absent
Patrick Nicholson	Village of Taos Ski Valley	Voting Member	Present
Anthony Martinez	Village of Taos Ski Valley	Alternate	Absent
John Avila	Village of Taos Ski Valley	Alternate	Absent
Francisco Espinoza	Town of Taos	Voting Member	Absent
	Town of Taos	Alternate	Absent
Linda Calhoun	Town of Red River	Voting Member	Absent
Georgiana Rael	Town of Red River	Alternate	Absent
Maggie Valdez	Village of Chama	Voting Member	Absent
Will Donohoe	Village of Chama	Alternate	Absent
Renee Martinez	Village of Questa	Voting Member	Absent
	Village of Questa	Alternate	Absent
Cevero W. Caramillo	Jicarilla Apache Nation	Voting Member	Absent
Truett Caramillo	Jicarilla Apache Nation	Alternate	Absent
Marcus Lopez	Pueblo of Nambé	Voting Member	Absent
Levi Valdez	Pueblo of Nambé	Alternate	Absent
Sylvia Armijo	Picuris Pueblo	Voting Member	Absent
	Picuris Pueblo	Alternate	Absent
	Pueblo of San Ildefonso	Voting Member	Absent
Lillian Garcia	Pueblo of San Ildefonso	Alternate	Present
Christy Ladd (Chair, former)	Ohkay Owingeh	Voting Member	Present
Sybil Cota	Ohkay Owingeh	Alternate	Present
Suzette Shije	Pueblo of Santa Clara	Voting Member	Present
	Pueblo of Santa Clara	Alternate	Absent
Vernon Lujan (elected Vice Chair)	Pueblo of Taos	Voting Member	Present
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
Bryce Gibson	NCRTD	Alternate	Present



NCNMEDD/NPRTPO Staff

Christopher Madrid NCNMEDD Community Development Director
 Paul Sittig NCNMEDD Transportation Planner

NMDOT Staff

Stephanie Medina NMDOT LGRF Coordinator
 Joseph Moriarty NMDOT Planning Liaison
 Ron Shutiva NMDOT Tribal Liaison

Guests

Muhammad Hussain City of Española
 Lynda Perry Town of Taos
 Brent Jaramillo Taos County
 Emma Polhemus NCRTD
 Isaac Cisneros Town of Red River
 Debra Baca Town of Taos

I. Call Meeting to Order

Chairwoman Ladd, Ohkay Owingeh, called the meeting to order at 10:04 AM.

II. Pledge of Allegiance

Chairwoman Ladd, Ohkay Owingeh, called on Gary Brett, Santa Fe County, to lead the pledge of allegiance.

III. Opening Prayer

Chairwoman Ladd, Ohkay Owingeh, called on Ron Shutiva, NMDOT Tribal Liaison, to lead the prayer.

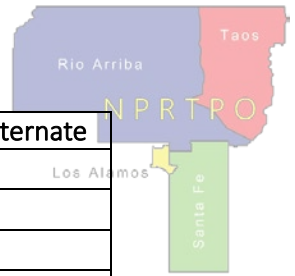
IV. Welcome and Introductions/Public Comments:

Chairwoman Ladd, Ohkay Owingeh, asked if there were any members of the public, and there were none.

V. Roll Call:

Chairwoman Ladd, Ohkay Owingeh, called on Paul Sittig, NCNMEDD, to conduct the roll call.

Name	Entity	Voting Member or Alternate
Keith Wilson	Los Alamos County	Alternate
Napoleon Garcia	Rio Arriba County	Voting Member
Gary Brett Clavio	Santa Fe County	Alternate
Vice-Chairwoman Candyce O'Donnell	Taos County	Voting Member
Patrick Nicholson	Village of Taos Ski Valley	Voting Member



Name	Entity	Voting Member or Alternate
Lillian Garcia	Pueblo of San Ildefonso	Alternate
Christy Ladd	Ohkay Owingeh	Alternate
Suzette Shije	Pueblo of Santa Clara	Voting Member
Vernon Lujan	Pueblo of Taos	Voting Member
Bryce Gibson	NCRTD	Voting Member

The motion passed unanimously.

VI. Approval of the Agenda:

Chairwoman Ladd, Ohkay Owingeh, asked if there were revisions or changes proposed for the agenda. Patrick Nicholson, Village of Taos Ski Valley, requested that there be a discussion of the Transportation Project Fund (TPF) selection and next steps from NMDOT. Chairwoman entertained a motion to approve the agenda with the amendment of a new discussion item.

Motion was made by Patrick Nicholson, Village of Taos Ski Valley. Second from Brett Clavio, Santa Fe County.

Roll Call Vote:

Name	Entity	Vote
Keith Wilson	Los Alamos County	Yes
Napoleon Garcia	Rio Arriba County	Yes
Gary Brett Clavio	Santa Fe County	Yes
Vice-Chairwoman Candyce O’Donnell	Taos County	Yes
Patrick Nicholson	Village of Taos Ski Valley	Yes
Lillian Garcia	Pueblo of San Ildefonso	Yes
Christy Ladd	Ohkay Owingeh	Yes
Suzette Shije	Pueblo of Santa Clara	Yes
Vernon Lujan	Pueblo of Taos	Yes
Bryce Gibson	NCRTD	Yes

The motion passed unanimously.

VII. Approval of the Minutes: August 4, 2021, Regular Meeting in Taos

Chairwoman Ladd, Ohkay Owingeh, asked if everyone had a chance to review the meeting minutes, and if there were changes to the minutes. With no requests for changes to the minutes, Chairwoman Ladd asked for a motion to approve the minutes.

Motion by Bryce Gibson, NCRTD. Second from Lillian Garcia, Pueblo of San Ildefonso.



Roll Call Vote:

Name	Entity	Vote
Keith Wilson	Los Alamos County	Yes
Napoleon Garcia	Rio Arriba County	Yes
Gary Brett Clavio	Santa Fe County	Abstain
Vice-Chairwoman Candyce O'Donnell	Taos County	Yes
Patrick Nicholson	Village of Taos Ski Valley	Yes
Lillian Garcia	Pueblo of San Ildefonso	Yes
Christy Ladd	Ohkay Owingeh	Abstain
Suzette Shije	Pueblo of Santa Clara	Yes
Vernon Lujan	Pueblo of Taos	Yes
Bryce Gibson	NCRTD	Yes

Two abstentions for members who had not attended the prior meeting, but was otherwise unanimous approval.

VIII. Action: Election of Officers

Chairwoman Ladd, Ohkay Owingeh, thanked everyone for the respect and work from everyone over the past two years, but Chairwoman Ladd noted that she has some conflicts with the scheduled NPRTPO meetings. With that, she nominated Candyce O'Donnell to chair NPRTPO. Second from Patrick Nicholson, Village of Taos Ski Valley. Chairwoman Ladd asked for any other nominations, and hearing none, asked for a motion to instate Commissioner O'Donnell as the chair for the NPRTPO. Napoleon Garcia, Rio Arriba County, made the motion. Second from Brett Clavio, Santa Fe County. Chairwoman Ladd asked for a voice vote, and all present stated aye, and the motion passed unanimously.

Chairwoman Ladd stated that as soon as the nominations were completed, she would hand the meeting over to Candyce O'Donnell, Taos County. Chairwoman Ladd thanked Commissioner O'Donnell for accepting the nomination, and stated that the members were in good hands with her, as she is versed with the NMDOT and RTPO processes. Commissioner O'Donnell thanked Chairwoman Ladd for her work in the past two years. Chairwoman Ladd asked for a nomination for Vice Chair. Commissioner O'Donnell nominated Vernon Lujan, Taos Pueblo. Second from Chairwoman Ladd. Chairwoman Ladd asked for other nominations for Vice Chair, and hearing none, she entertained a motion for Vernon Lujan to become Vice Chair. Motion made by Patrick Nicholson, Village of Taos Ski Valley. Second from Lillian Garcia, Pueblo of San Ildefonso. Chairwoman Ladd asked for a voice vote, and all present stated aye, and the motion passed unanimously.

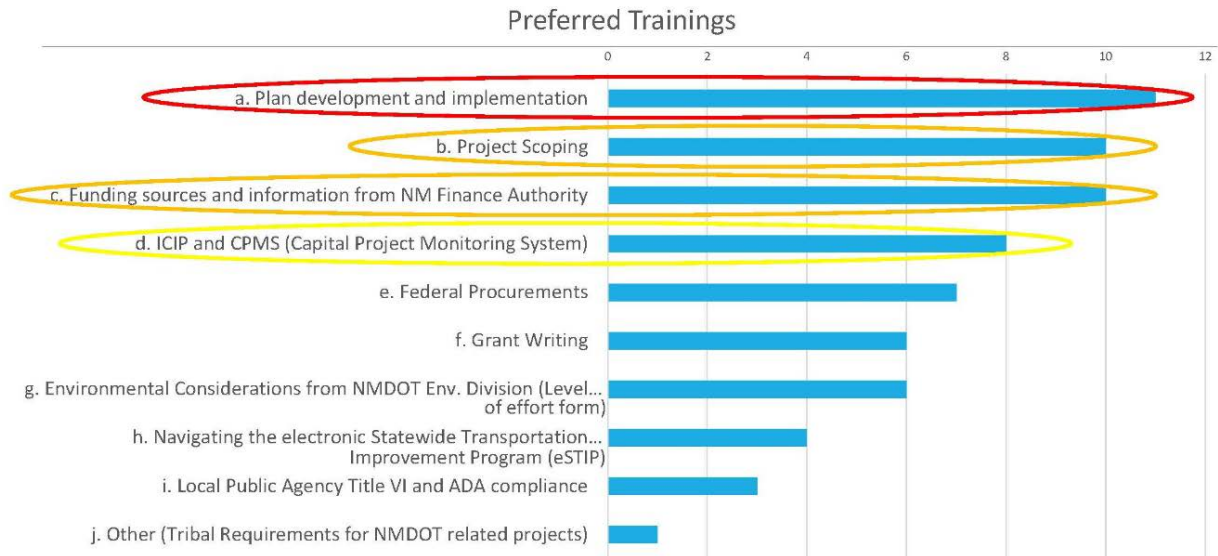
IX. Action/Approval: NPRTPO FFY 2022 Meeting Schedule

Chairwoman O'Donnell asked Paul Sittig, NCNMEDD, to present the results of the NPRTPO member survey on trainings, presentations, and the NPRTPO meeting schedule



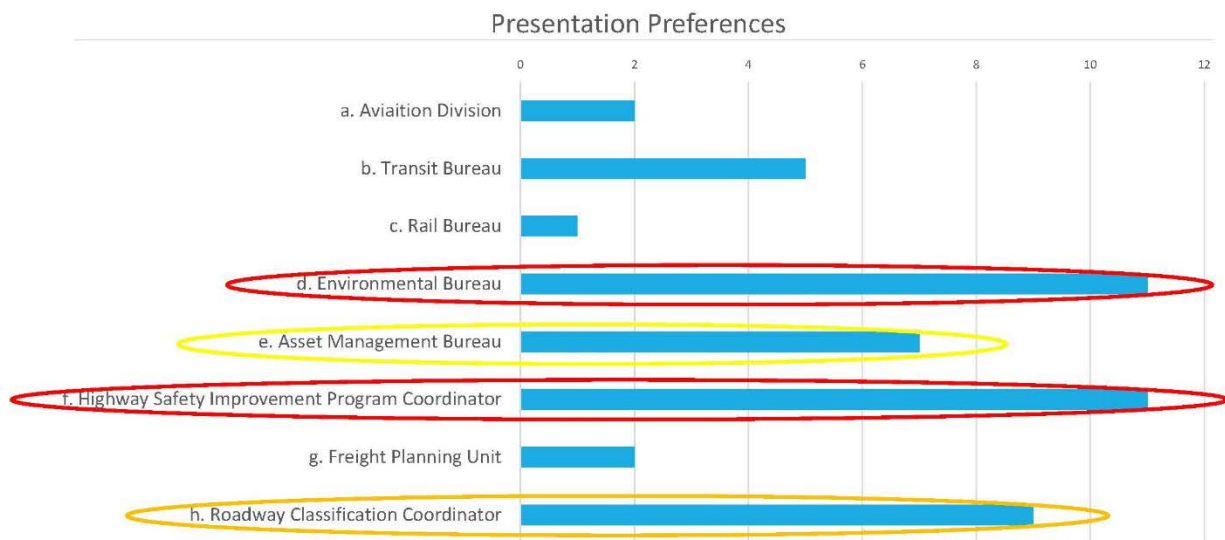
for Federal Fiscal Year (FFY) 2022 (October 1, 2021 through September 30, 2022). Mr. Sittig noted that Plan Development and Implementation was the most requested training, followed by Project Scoping and Funding Sources, with ICIP and CPMS (Capital Project Monitoring System) coming in 3rd.

Survey Responses – Training Preferences



For presentations, Environmental Bureau and Highway Safety Improvement Program (HSIP) were the most requested, followed by Roadway Classification Coordinator, and then Asset Management Bureau. Mr. Sittig also noted that there was a request for “Tribal requirements for NMDOT-related projects,” which could be included throughout.

Survey Responses – Presentation Priorities





Based on the required events (bold text below) and the survey feedback, Mr. Sittig proposed the following proposed calendar of events.

NPRTPO Proposed Calendar of Events

Date	Event	Contact(s)	Notes
Oct. 6, 2021	Asset Management; Northeast RTP Update	NMDOT; RTPO Staff	
Nov. 3, 2021	Public Transit Rating & Ranking; Roadway Classifications Presentation	NMDOT Transit; NMDOT/ RTPO	
Dec. 1, 2021	<i>Cancel?</i>		
Jan. 5, 2022 <i>Delay a week to Jan 12?</i>	RTPO 101; LGRF training, traffic	RTPO Staff NMDOT	Location: SF Business Incubator
Feb. 2, 2022	Legislative Session, Capital Outlay Updates; NMDOT Env. Bureau	RTPO Staff; NMDOT Env. Staff	
March 2, 2022	Plan Development, Implementation; TPF Scope and Process Review	NMDOT Planning; RTPO Staff	
April 6, 2022	Project scoping; HSIP Update	RTPO; NMDOT HSIP	
May 4, 2022	Review Bylaws and Open Meetings Act resolution; ICIP and CPMS training	RTPO Staff; NM DFA	<i>Annual review and refresh</i>
June 1, 2022	TPF Rating and Ranking	RTPO Staff	Assuming June 15 application deadline
July 6, 2022	Funding sources	NM Finance Auth.	
Aug. 3, 2022	Federal procurements; grant writing	NMDOT; LTAP	
Sept. 7, 2022	Election of officers	RTPO staff	

Chairwoman O'Donnell asked Governor Shitiva whether there were tribal events taking place on January 5, 2022. He replied that July 6 is Kings Day, and the only date that came to mind. Chairwoman O'Donnell asked members if there was agreement in canceling the December 1, 2021, meeting. Patrick Nicholson, Village of Taos Ski Valley, noted that cancelling this meeting was normally done by NPRTPO. Chairwoman O'Donnell asked if members had thoughts on moving the January 5 meeting to January 12, 2022. Christy Ladd, Ohkay Owingeh, noted that many tribal members took of that first week of January.

Chairwoman Ladd asked if there was a motion to approve the calendar. Keith Wilson, Los Alamos County, made the motion to approve the calendar with December 1, 2021, cancelled, and the January 2022 meeting moved from Jan. 5 to Jan. 12, 2022. Second from Suzette Shije, Santa Clara Pueblo.

Roll Call Vote:

Name	Entity	Vote
Keith Wilson	Los Alamos County	Yes
Napoleon Garcia	Rio Arriba County	Abstain
Gary Brett Clavio	Santa Fe County	Yes
Vice-Chairwoman Candyce O'Donnell	Taos County	Yes
Patrick Nicholson	Village of Taos Ski Valley	Yes
Lillian Garcia	Pueblo of San Ildefonso	Yes
Christy Ladd	Ohkay Owingeh	Yes



Name	Entity	Vote
Suzette Shije	Pueblo of Santa Clara	Yes
Vernon Lujan	Pueblo of Taos	Yes
Bryce Gibson	NCRTD	Yes

The motion passed unanimously except for one abstention (Rio Arriba County did not reply during this roll call vote).

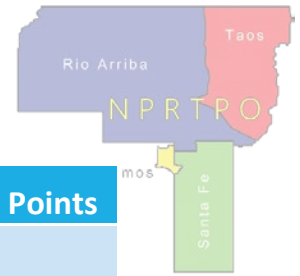
X. Action/Approval: Federal Funding (TAP, RTP, and CMAQ) rating and ranking structure

Paul Sittig, NCNMEDD, presented the TAP, RTP and CMAQ guidance from NMDOT, which states that applications “must be included on the RTPO’s Regional Transportation Improvement Program Recommendations (RTIPR) according to the RTPO’s adopted procedures, if the entity decides to submit an application.” Mr. Sittig noted that this was the extent of guidance on how to incorporate applications into RTIPRs, and he presented the 2022 TPF rating and ranking structure:

Planning		Project Description/Type/Scope	
Secured other funding sources (no federal funding except TTP), matching funds	Support from existing planning documents and/or federal or state agencies/STIP/RTIPR or State List	Location of project, development clearly outlined	Level of coordination with RTPO, NMDOT, and district engineers in project development and compliance
0-5	0-5	0-5	0-5

Justification		Request Readiness	2022 TPF Additions		
Economic impact (improve access to jobs and tourism), need for project clearly outlined	Improves quality of life/ promotes safety/ environmental sustainability	Right of way acquisition and clearances, shovel readiness, planning documents, environmental clearances, project timeline.	Priority Bridge?	Part of a Phased Project?*	Total
0-5	0-5	0-10	Y/N	Y/N	0-42

As compared to the structure to be used by NMDOT TAP and RTP Review Committees, and CMAQ Review Committee (displayed on the following page). Mr. Sittig noted that these criteria are included in the respective NMDOT guides, and because they are different programs, they have different prioritization for projects. Mr. Sittig asked the members if they wished to revise the rating and ranking, or continue with the structure as previously approved by the NPRTO board.



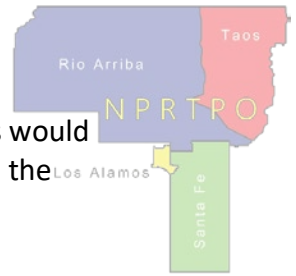
NMDOT TAP and RTP Ranking Criteria

Scoring Factors	Possible Points
Planning: Must provide documentation (cover of plan and page[s] identifying or supporting the project); 2 points per plan, maximum of 6 points	6
Economic vitality	3
Safety and Security	3
Accessibility and Mobility through Integration and Connectivity	3
Protection and Enhancement of the Environment:	
a) Promote environmental and energy conservation and reduce green-house gas emissions	3
b) Improve quality-of-life for residents	3
c) Achieve community's land-use goals	3
Efficient System Management	3
System Preservation	3
Equity	3
Total	33

NMDOT CMAQ Ranking Criteria

Selection Criteria	Possible Points
1.Planning	10
2.Transportation Demand Management	25
3.Air Quality Improvement	20
4.Economic Vitality	10
5.Safety and Security	20
6.Accessibility and Connectivity	10
7.Equity	5
TOTAL	100

Chairwoman O'Donnell asked the members if they had any questions or suggestions to revise the rating and ranking criteria. Hearing none, she moved on.



Mr. Sittig noted that NMDOT has provided direction that it is best if applications would be identified as specifically as possible by the applicants, but NMDOT may move the applications between applicable funding sources to maximize the funding.

Chairwoman O'Donnell asked if the projects would be rated and ranked in the next NPRTPO meeting, on October 6, 2021, and Mr. Sittig confirmed that date. Chairwoman O'Donnell asked whether this rating and ranking had to be re-approved, as the members had already approved it for the 2022 TPF applications. Mr. Sittig said that the item was listed on the agenda as an action item in case members wished to modify the rating and ranking structure. Chairwoman O'Donnell noted that with the lack of changes to the rating and ranking structure, a visual thumbs-up would suffice to use this rating and ranking structure for the federal funding process. All members indicated the affirmative and the motion passed unanimously.

XI. NMDOT Updates

- A. Stephanie Medina, NMDOT LGRF Coordinator, said that James Mexia, NMDOT Technical Support Engineer, was in another meeting. Ms. Medina said she's working on Local Government Road Fund (LGRF) and Municipal Arterial Program (MAP) agreements, which she would email them once they're approved and ready to go.
- B. Joe Moriarty, NMDOT Planning, noted that the NMDOT is anticipating 2020 Census-related data and direction to be made available by the Federal Highway Administration (FHWA) in the Spring of 2022, regarding transportation planning items affected by the new Census data, including adjusted urban boundaries and potential changes to roadway functional classifications. Consequently, NMDOT Planning Department is delaying the August 31, 2021, [Planning Procedures Manual](#) (PDF from NMDOT) deadline to any changes to roadway functional classifications. New deadlines will be announced to RTPOs and MPOs with sufficient notice. Mr. Moriarty noted that in the August 23 Government to Government Update email, there is [a link to the New Mexico results of the 2020 Census](#) (Census.gov webpage).
- C. Ron Shutiva, NMDOT Tribal Liaison, noted that the annual [National Transportation in Indian Country Conference](#) (NTICC.org) will be held online from September 27 through October 1. Mr. Shutiva noted that the State Transportation Commission selected their state-funded Transportation Project Fund awards, and 17 projects were in Indian Country, including the Taos Pueblo Rio Lucero Road improvement in the NPRTPO region. Mr. Shutiva identified some projects in Northwest New Mexico in the Navajo Nation. He also noted that NMDOT is doing follow-up on the New Mexico 30 projects with Santa Clara Pueblo and San Ildefonso Pueblo.



D. LTAP Board – Ron Shutiva noted that he is also a member of the LTAP board, and that there was an email sent out on the availability of training, and you can reach out to [LTAP](#) (*UNM LTAP website*) to schedule trainings.

E. NMDOT Transportation Project Fund (TPF) selections, next steps – Patrick Nicholson, Village of Taos Ski Valley, noted that the list prioritized by the NPRTPO board did not match the list of projects that were selected for funding by NMDOT, and stated that he would like to receive clarification from the NMDOT District. Mr. Nicholson asked if NMDOT could not speak to the matter at this meeting that this item be included on the next NPRTPO agenda. Chairwoman O’Donnell asked Stephanie Medina, NMDOT, whether she could speak to the matter. Ms. Medina stated that she was not part of the 2022 TPF application ranking and discussions, and she would make a note and let James Mexia know about this and is prepared to present on this at the next meeting. Chairwoman O’Donnell asked Ms. Medina to also invite NMDOT District Engineer Paul Brasher to the next meeting. Ms. Medina noted that Javier Martinez, D5 Assistant District Engineer, was also part of the ranking, and she would let him know as well.

Chairwoman O’Donnell noted that she attended the online State Transportation Commission meeting on August 26. She stated that this was a historic moment, as the Commission funded almost \$160 million of projects statewide. She noted that the Cabinet Secretary said that was difficult to choose projects, but they attempted to spread everything out in the state. Chairwoman O’Donnell noted that [the Commission has their own website](#), which Mr. Sittig displayed for the members. Chairwoman O’Donnell noted that this website includes the agendas, Zoom links (when the meetings are online), and the minutes. She noted that the Commission members are very friendly and work very well with Cabinet Secretary Sandoval. Chairwoman O’Donnell noted that the next appropriation to the Transportation Project Fund (TPF) is about \$40 million, which will make the next call more competitive. She noted that the next meeting is September 30, 2021, in Gallup, which may be in-person only.

Chairwoman O’Donnell asked Mr. Nicholson if he had any more comments or questions on the matter, and he stated he hoped that NMDOT would more closely follow the RTPO’s rating and ranking when presenting to the State Transportation Commission.

XII. Member Input on Training and Presentations for NPRTPO

Chairwoman O’Donnell, Taos County, noted that this matter had been discussed earlier in the meeting, unless anyone had additional comments. Hearing none, she proceeded to the next item.



XIII. NPRTPO Planner/Program Manager Updates and Announcements

Paul Sittig, NCNMEDD, noted that there will be two more site visits as part of the ongoing 2023+ TAP, RTP, and CMAQ call for applications, with two site visits on September 8, to Taos County and the proposed Questa to Red River trail. Mr. Sittig noted that the big announcement for NCNMEDD is that they are hiring a transportation intern, a grad student from UNM who will be starting with NCNMEDD part-time on September 20.

Mr. Sittig noted that NCNMEDD staff would focus back on the Regional Transportation Plan (RTP) to update it with additional information soon. Mr. Sittig noted that FHWA would be providing additional information in Spring 2022, and while he anticipated completing the RTP well in advance of that, this is plan is for and by the NPRTPO members, and if they wished to update it to incorporate new information, that was also an option. He noted that he will work to develop the plan to identify regional priorities to help members plan, design, and program projects going forward.

He also stated that he would be attending the National Transportation in Indian Country Conference later this month, and thanked Governor Shutiva for highlighting that.

XIV. New Business

- A. Suggested agenda items for upcoming meetings – Chairwoman O’Donnell asked if Mr. Sittig could present Census data for the Northern Pueblos counties, if the data came out in September 2021. Mr. Sittig confirmed that there is some Census data available currently, though FHWA will process the data for specific use in transportation planning efforts later next year. Chairwoman O’Donnell said it would be nice to see which counties gained population, which decreased, and possible redistricting information.
Chairwoman O’Donnell asked how many applications there would be for the Transit Rating and Ranking in November. Mr. Sittig said that he would confirm this information with NMDOT Transit, but noted that in addition to the NCRTD “Blue Bus,” there is Ohkay Owinge’s PoPay Messenger, and Miner’s Transit in Red River.
- B. Meeting Location Amendments – Chairwoman O’Donnell stated it appeared that we would meet online again and revisit in-person meeting for the November meeting, if conditions improve.

XV. Adjourn

Chairwoman O’Donnell, Taos County, adjourned the meeting at 10:58 AM.