

Meeting Minutes

Northern Pueblos Regional Transportation Planning Organization (NPRTPO)

Regular Meeting Held by Zoom

July 8, 2020

10:05 am

NPRTPO Voting Members and Alternates

Name	Entity	Title	Present/Absent
Eric Martinez	Los Alamos County		Voting Member Present
Eric Ulibarri	Los Alamos County		Alternate Absent
Keith Wilson	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 Present
Brent Jaramillo	Taos County		Voting Member Present
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 Absent
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 Absent
	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 Absent
	Picuris Pueblo		Alternate Absent
Stephen Martinez	Pueblo of San Ildefonso		Voting Member Absent
Lillian Garcia	Pueblo of San Ildefonso		Alternate Present
Christy Ladd (CHAIR)	Ohkay Owingeh		Voting Member Absent
	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
James Mexia NMDOT D-5 Technical Support Engineer

Guests

Ramon Pacheco (Taos County Public Works)
Sybil Cota (guest from Ohkay Owingeh)

I. Call Meeting to Order

At 10:05 Vice Chairwoman O’Donnell, Taos County, called the meeting to order.

II. Pledge of Allegiance

Vice Chairwoman O’Donnell, Taos County, requested that Marcus Lopez, Pueblo of Nambe, conduct the Pledge of Allegiance.

III. Welcome and Introductions/Public Comments:

Vice-Chairwoman O’Donnell, Taos County, conducted a roll call to confirm attendance. Vice Chairwoman O’Donnell, Taos County, asks if there are any comments from the public. There were no comments or requests from the public.

IV. Approval of the Agenda:

Vice Chairwoman O’Donnell, Taos County, asked for a motion to approve the agenda. Marcus Lopez, Pueblo of Nambe, made the motion to approve the agenda as submitted. Mary Lou Valerio, Pueblo of Santa Clara, seconded the motion. Vice Chairwoman O’Donnell, Taos County, called for a roll call vote. Steve Fischer, NPRTPO Planner conducted a roll call vote of the members in attendance.

Roll Call Vote:

Entity	Voting Member	Vote
Taos County	Brent Jaramillo	Yes
Pueblo of San Ildefonso	Lillian Garcia	Yes
Los Alamos	Eric Martinez	Yes
Santa Fe County	Brett Clavio	Yes
Pueblo of Nambe	Marcus Lopez	Yes

Pueblo of Santa Clara	Mary Lou Valerio	Yes
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V. Approval of the Minutes: June 11, 2020 - Special NPRTPO Meeting by Zoom

Vice Chairwoman O’Donnell, Taos County, requested a motion to approve the meeting minutes from June 11, 2020. Mary Lou Valerio, Pueblo of Santa Clara, moved to approve the minutes as submitted. Brent Jaramillo, Taos County, seconded the motion. Vice-chair O’Donnell, Taos County, requested a Roll Call vote. Steve Fischer conducted the roll call vote and all members voted to approve the minutes as submitted.

Roll Call Vote:

Entity	Voting Member	Vote
Taos County	Brent Jaramillo	Yes
Pueblo of San Ildefonso	Lillian Garcia	Yes
Los Alamos	Eric Martinez	Yes
Santa Fe County	Brett Clavio	Yes
Pueblo of Nambe	Marcus Lopez	Yes
Pueblo of Santa Clara	Mary Lou Valerio	Yes

VI. Action/Discussion: NPRTPO RTP Update (outline, public survey)

Steve Fischer discussed the RTP outline and emphasizes sections that will be informed by data gathering and input from the board and the general public.

Steve Fischer walked the members through the draft survey to the general public going through each question relating to access to amenities, use of various transportation modes, ranking the existing infrastructure and top 3 choices of investment of the survey taker’s community from a list of six options.

Vice Chairwoman O’Donnell, Taos County, made a comment after the survey presentation saying that she believes it’s too heavy handed on biking and walking transportation and that she would like to see a follow up to the question of “please rate the condition of the transportation infrastructure” to ask if they could provide a specific street or area. This could provide specifics for certain bridges or certain roads. She would also like to see those questions at the front. Following her comments, Vice Chairwoman O’Donnell, Taos County, asked how we plan to get the word out on the survey. Steve Fischer responded by saying that he would rely on the board members to get the word out and that once the comments made by the Vice Chairwoman O’Donnell, Taos County, are implemented and the survey is finalized, Steve will reach out to brainstorm creative online distribution methods to get the survey out to as many community members as possible. Vice chairwoman O’Donnell, Taos County, asked the board if they have any idea

on how to get this survey out. Eric Martinez, Los Alamos County, mentioned that Los Alamos has a public information officer and also a contact with LANL public information that they could share with and that they could use their resources to help spread the word and reach more community members.

Lesah Sedillo mentioned that the RTP is the board's plan and that North Central NM EDD is here to assist in the update in the plan. North Central will also be distributing their newsletter and can include the survey as part of that and also have internal organization lists that we can utilize. She greatly respects the local contacts that the board members possess including school contacts and local non-profits.

Joseph Moriarty, NMDOT, agreed with the Vice Chair to re-order the survey. He stated that what the survey is trying to achieve is the priorities of the communities and what will drive the planning and programming. He said that the priorities from the community members should be the central focus of the plan. Steve thanked Joseph for his comments and agrees.

Lesah stated that NCNMEDD is also conducting work for the Comprehensive Economic Development Strategy and in November the organization will be undergoing outreach to various communities and that we will coordinate the efforts of the RTP with the CEDS. She also stated that the ICIPs are coming up and will be due soon and that guidelines will be coming from the department of finance and administration. This is a planning tool that will be an important resource for the state. She understands that there is a lot of planning going on and that we will help provide the most important information to the members and hopes that the members can extend this information to their communities.

Steve Fischer went over the outline in greater detail noting that Chairwoman Ladd requested a more in-depth explanation from the previous meeting. Steve mentioned revisiting the previous goals from the 2015 RTP and discussed the possibility of changing these goals to better guide the plan's priorities.

Because in person meetings are not possible currently, Steve Fischer recommended implementing a survey to the board members to re-visit these goals. Vice Chairwoman O'Donnell, Taos County, mentioned that they would prefer another outreach method other than a survey to address the goals. Brett Clavio, Santa Fe County, seconded an open-ended question asking "what they want from transportation" that could provide interesting feedback. He would also like to see goals in the plan relating to the function of the NPTPO board and what can actually be accomplished in five years. Brett Clavio, Santa Fe County, also said that going outside the NMDOT template and creating something more meaningful could better drive the work of the RTPO and define the scope of the board a bit better. The vice chair said that other than reinforcing the rules of not missing more than one meeting in a row, enforcing participation is not possible. She asked if anyone has heard from Jicarilla Apache Nation and if they will be attending future meetings. Lesah responded by saying that many member entities have had

problems participating as of late because of resources being spread thin and a high workload. The board members deliberate and with comment from the Vice Chair, it is decided that one on one phone calls or emails to the members to re-visit the goals would be the best method to gather input from all the members.

Governor Ron Shutiva, NMDOT, joined the call at the end of the RTP updates. Vice Chairwoman gave a brief overview of the RTP updates and this concluded the RTP discussion.

VII. Discussion: RTIPR – Updated project lists for the State-Transportation Project Fund and RTIPR

Lesah Sedillo, NCNMEDD, gave a brief overview of the quarterly meeting to review PFF forms. James Mexia and Joseph Moriarty took part in those discussions. Lesah requested that Steve Fischer bring up the RTPO website to show members who haven't seen the previous website updates.

She directed the members' attention to the blue section which has all of the linked required documents required for a state project including the Transportation Project Fund Overview, PFF, PPF, level of effort form, and HB 207 forms. She further went into depth about the house bill and the various new revenue for various project types. Ron Shutiva also informed the board of money being set aside from the house bill for tribal groups. Lesah directed the board's attention to the documents required to be in compliance for federal eligible projects such as ADA and Title VI.

Lesah Sedillo informed the board that these website updates, as well as a workshop that was held last October, are to make the project application process easier since there were some project feasibility forms that were submitted on the wrong documents. A main take-a-way from the quarterly meeting was that there were local projects submitted on federal PFFs.

Vice Chairwoman O'Donnell, Taos County, said that the website is excellent, but she asks if there is a link for the state transportation/highway commission and when the meeting is and who our highway commissioner is. She also expressed that it would be nice to get him to one of our meetings to present on the process. Mr. Ron Shutiva, NMDOT, intervened and said that there is a link for the commission on the NMDOT website and indications of their schedule and previous meeting minutes. Lesah also reminded the board of the local road fund distribution from the district and coordinating that information with the board.

Vice Chair proceeded on the agenda and calls on the district and DOT staff for updates. James Mexia, District 5, said that he has begun reviewing the PFFs and have begun passing on some of those forms for environmental review and that concluded his

updates. Joseph Moriarty, NMDOT, made a quick comment on the HSIP funding (Highway Safety Improvement Funding) and that it has been programmed out in FY22 and 23 and that the federal transportation bill expires at the end of September of this year. Vice Chairwoman O'Donnell, Taos County, asked for clarification on what "programmed out" means. He answered that those projects have all been assigned and put into the STIP. Vice Chair asked if there are any questions. There were none so she moves on to the next agenda item.

VIII. NMDOT Updates

- a) District 5: Vice Chairwoman O'Donnell, Taos County, asked if there are any District 5 updates. James Mexia, District 5, said that the update he had given on the PFFs was the only update on his end.
- b) Planning: Vice Chairwoman O'Donnell, Taos County, asked if there are any updates from planning. Joseph Moriarty, NMDOT, announced the 2045 plan (the state's long-range transportation planning document) and that he's inviting all of the board and the community members to take part in the virtual workshops. These workshops are being hosted by NMDOT to provide critical information to the state as well as garner public participation. He said that a total of four workshops are being held around the state and that 2 of them would be of particular interest to Northern Pueblos RTPO region. The first workshop is for the Northern and North-western regions of the state and is scheduled for Tuesday July 14th. The second workshop is for the tribal nations and is scheduled on Wednesday July 22nd, 10am to noon. He encouraged the board to pass on this information and he asked that if anyone would like to know more information on the workshops to visit newmexico2045plan.com or contact the RTPO planners, Mr. Shutiva, or myself (Joseph) for any further questions. Vice Chair asked if Lesah Sedillo will pass on those links. Lesah said that she has sent some of those previous links out and will continue sending out information on those and additional meetings. That concluded the planning updates and Vice Chair moves on to the tribal liaison updates and gives the floor to Mr. Ron Shutiva.
- c) Tribal Liaison: Ron Shutiva, NMDOT, thanked the board. He said that he has sent out the workshop meeting information to his tribal contact list and will send that out again the day before the meeting. Otherwise, he does not have any updates particularly for the Northern Pueblos region. He urged entities to follow up on their capital outlay projects and for tribal entities for their TIF funded projects. He said that this is important because state funds are more limited than ever, and some transportation projects may see a cut in funding. He said that following the previous special session, the DOT saw a cut of about 45 million dollars statewide, so it's very important to follow up on already approved projects. Lesah thanked Mr. Shutiva for attending the meeting and for all the wealth of information he is able to pass on to our members. Vice Chair concluded this agenda item and moved on to the next item.
- d) LTAP Board- Vice Chairwoman O'Donnell, Taos County, called on LTAP updates but because Chairwoman Ladd is not present, no updates were available from

her. Ron Shutiva said that he does sit on the LTAP advisory board and that there was a request out for a survey on the services that LTAP provides. He did not remember when the deadline is for input on that plan but if you did receive that, please chime in and that the survey is not long. Vice Chair asked if we should table this discussion item in the event that the Chairwoman could return to the meeting and Mr. Shutiva says that will be fine and for her to give a full report either when she returns this meeting or for next meeting. Vice Chairwoman O'Donnell, Taos County called on a motion and Mary Lou Valerio, Pueblo of Santa Clara, made a motion to move that discussion item to the end in the event that the Chairwoman returns before adjournment. Marcus Lopez, Pueblo of Nambe, seconded the motion. Vice chair called on a roll call vote. Steve Fischer conducted the vote and all members voted in favor.

a. Roll Call Vote:

Entity	Voting Member	Vote
Taos County	Brent Jaramillo	Yes
Pueblo of San Ildefonso	Lillian Garcia	Yes
Los Alamos	Eric Martinez	Yes
Santa Fe County	Brett Clavio	Yes
Pueblo of Nambe	Marcus Lopez	Yes
Pueblo of Santa Clara	Mary Lou Valerio	Yes

IX. Member Input on Training and Presentations for NPRTPO

Vice Chair asked if there is any member input on trainings and presentations for the RTPO. Brett Clavio said that trainings can be looped into the board's goals. Lesah mentioned that Joseph Moriarty provided information on the new environmental contact named Casie Miller. That is an important topic for our members and Lesah asked the Vice Chair if Casie should be contacted for a possible presentation during a board meeting. Vice Chair said that it's an excellent idea. That concluded the member input on trainings, and we move to the next item.

X. NPRTPO Planning/Program Manager Updates

**NPRTPO Planner Report by Steve Fischer
Prepared for Meeting on July 8th, 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
July (new Items)**

- National Center for Rural Road Safety Virtual Summit 9/29- 10/1/2020: <http://www.cvent.com/events/3rd-national-summit-on-rural-road-safety/event-summary-09277ba6f76249638deb546f4518b834.aspx>
- NM 2045 Plan: Virtual Stakeholder engagement workshop. July 14th Virtual workshop meeting link: <https://www.gotomeet.me/HighStreet1/nm-2045-virtual-meeting>
- 2020 Trans-SET Conference is now virtual. Registration: <https://transet.lsu.edu/2020-conference/register/>
- AASHTO Journal weekly transportation news magazine. Keep up to date on federal transportation related bills: <https://aashtojournal.org/>
- July 14th webinar through the Population Health Learning Collaborative and insightinformation.com on resources for rural communities to reduce the negative impact of this crisis (with a focus on housing). Learn more about the webinar: <https://tinyurl.com/y9ulbnt5>
- NADO National Regional Transportation Conference Update (July 28 and 29) on Regional approaches to improving mobility, regional planning and public outreach, freight planning, rural and small metro transportation safety, value capture and financing practices and regional resilience for transportation and economic development. Events calendar: <https://my.nado.org/Events/Calendar-of-Events>

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

- NMDOT and the city of Española are happy to share their Fairview Lane Corridor Safety Improvement Plan which will be available July 20th for public review.
- CEDS Goals Survey links:
 - Los Alamos: <https://bit.ly/ASAPLosAlamos>
 - Rio Arriba: <https://bit.ly/ASAPRioArriba>
 - Santa Fe County: <https://bit.ly/ASAPSantaFe>
 - Taos County: <https://bit.ly/ASAPTaosNM>
- NMDOT Transit and Rail Division is accepting letters of intent from organizations interested in applying for the following grants: (1) FTA Section 5311 Program which provides administrative and operating assistance for bus and bus facilities and (2) FTA section 5310 Program which assists non-profits and public agencies to provide safe, efficient, and coordinated public transportation for seniors and those with disabilities. For more information visit FTA's website: <https://www.transit.dot.gov/grants>
- NMDOT FY 2022 Financial Assistance for formula grants for rural areas 49 USC (enhanced mobility for seniors and individuals with disabilities). For more information on this, and other grants go to: <https://www.transit.dot.gov/grants> **deadline for this grant is Friday, July 24th**

Items from last meeting

- 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 Boiler plate LGA.pdf](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.
- 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>

Following the report, Lesah Sedillo mentioned the recent special session and the signed bills especially senate bill 3 in which there is funding for local governments and businesses. There was also a link to the NM finance authority which provides you or your business information on when those low interest loans will become available. She has also been distributing the list of projects that would be taken back from budget cuts. There is a 90-day clause in the bill that enables the entity to get the project saved even after the bill gets signed and she urged that entities do not wait the full 90 days. She also emphasized how important it is that entities continue their monthly reporting in their capital project monitoring system. If that isn't done, you could possibly lose your project funding.

Lesah moved on to discussion of the CEDS and that outreach is still taking place and that there's a push to make the CEDS a user-friendly document. We (North Central NM EDD) have engaged in an agreement with the Western Rural Development Center to complete an Area Sector Analysis Process. This model can match local communities with industry clusters. Lesah also introduced the Vista volunteer, Rebekah Seawall and her coordinating efforts on the CEDS.

Lesah had also sent the Fairview public comment to members that was originally sent by the DOT. The ICIP virtual series workshops is coming up so be on the lookout. Vice Chairwoman asked a question about senate bill 3: do you know what the cap on local governments to request the loans and does that include the pueblos? Lesah said that the only information that has been provided is that 400 million in loans was allocated to small businesses, nonprofits and local governments. The link provided by the finance authority is to provide one's information to be given guidance, when it becomes available, for such loans. Because the COG is an economic development organization, we are receiving disaster relief funds from the EDA through a revolving loan fund (of about \$500,000). We will keep you informed.

The Vice Chairwoman O'Donnell, Taos County, asked the board if there were any member updates on trainings. Brett Clavio, Santa Fe County, responded saying that Santa Fe County has been undertaking an initiative to provide food throughout the county including the Pueblos of Nambe and Pojoaque. Vice Chair asked Mr. Jaramillo for any updates on Taos's road project. They have approximately 1 million dollars on the West Rim Road project. It should be starting in the next couple weeks. They are also preparing for a portion of blueberry hill road next year. An additional 200,000 will be used for engineering.

There were no further announcements so the Vice Chairwoman O'Donnell, Taos County, asked what the next date for the meeting will be. Lesah responded saying per the bylaws our meeting should be held on the first Wednesday, but the meeting date can be changed ahead of time as designated by the Chair and/or Vicechair. The second Wednesday was suggested as a possibility. Marcus Lopez said both days work for him. The Vice Chairwoman O'Donnell asked if there any problems with August 5th and no problems were brought up so the next meeting was set for that date.

XI. Adjourn

Vice Chair O'Donnell, Taos County, made a motion to adjourn. Marcus Lopez, Pueblo of Nambe, seconded the motion.