

# Meeting Minutes

Northern Pueblos Regional Transportation Planning Organization (NPRTPO)  
Regular meeting hosted on July 7, 2021 on Zoom.

## 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	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)	Taos County	Voting Member	Present
Jason Silva	Taos County	Alternate	Present
Richard Hubler	City of Española	Voting Member	Present
Alison Gillette	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
Russell Church	Town of Red River	Voting Member	Absent
	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	Present
	Village of Questa	Alternate	Absent
	Jicarilla Apache Nation	Voting Member	Absent
Prestin Duncan	Jicarilla Apache Nation	Alternate	Absent
Marcus Lopez	Pueblo of Nambé	Voting Member	Present
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)	Ohkay Owingeh	Voting Member	Absent
Sybil Cota	Ohkay Owingeh	Alternate	Present
Suzette Shije	Pueblo of Santa Clara	Voting Member	Present
	Pueblo of Santa Clara	Alternate	Absent
Vernon Lujan	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	Present
Delilah Garcia	NCRTD	Alternate	Absent

**NCNMEDD/NPRTPO Staff**

Lesah Sedillo NCNMEDD Community Development Director  
Paul Sittig NCNMEDD Transportation Planner

**NMDOT Staff**

James Mexia NMDOT Technical Support Engineer  
Stephanie Medina NMDOT LGRF Coordinator  
Ron Shutiva NMDOT Tribal Liaison  
Joseph Moriarty NMDOT Planning Liaison

**Guests**

Emma Polhemus NCRTD  
Brent Jaramillo Taos County  
Rebekah Seawall Rio Arriba County  
Carl Colonius Enchanted Circle Trails Association

**I. Call Meeting to Order**

Vice Chairwoman O’Donnell, Taos County, called the meeting to order at 10:03 AM. She noted that Chairwoman Ladd was at meeting with U.S. Department of Agriculture Secretary Tom Vilsack at Ohkay Owingeh, where he is recognizing them for funding that they are receiving for their wastewater treatment facility.

**II. Pledge of Allegiance**

Vice Chairwoman O’Donnell, Taos County, called on Lesah Sedillo, NCNMEDD, to lead the pledge of allegiance.

**III. Opening Prayer**

Vice Chairwoman O’Donnell, Taos County, called on someone from the representative tribes to lead the opening prayer. Ron Shutiva, NMDOT Tribal Liaison, lead the prayer.

**IV. Welcome and Introductions/Public Comments:**

Vice Chairwoman O’Donnell, Taos County, asked if there were any members of the public, and there were none.

**V. Roll Call:**

Vice Chairwoman O’Donnell, Taos County, called on Mr. Sittig to conduct the roll call.

Name	Entity	Voting Member or Alternate
Keith Wilson	Los Alamos County	Alternate
Gary Brett Clavio	Santa Fe County	Alternate
Napoleon Garcia	Rio Arriba County	Voting Member
Vice-Chairwoman Candyce O’Donnell	Taos County	Voting Member

Name	Entity	Voting Member or Alternate
Richard Hubler	City of Española	Voting Member
Patrick Nicholson	Village of Taos Ski Valley	Voting Member
Renee Martinez	Village of Questa	Voting Member
Marcus Lopez	Pueblo of Nambé	Voting Member
Lillian Garcia	Pueblo of San Ildefonso	Alternate
Sybil Cota	Ohkay Owingeh	Alternate
Suzette Shije	Pueblo of Santa Clara	Voting Member
Anthony Mortillaro	NCRTD	Voting Member

#### VI. Approval of the Agenda:

Vice Chairwoman O'Donnell, Taos County, asked if there were revisions or changes proposed for the agenda. The Vice Chairwoman asked that a new Item XIII be added. Motion made by Gary Brett Clavio, Santa Fe County, seconded by Lillian Garcia, Pueblo of San Ildefonso. Motion passed unanimously.

#### 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
Richard Hubler	City of Española	Yes
Patrick Nicholson	Village of Taos Ski Valley	Yes
Renee Martinez	Village of Questa	Yes
Marcus Lopez	Pueblo of Nambé	Yes
Lillian Garcia	Pueblo of San Ildefonso	Yes
Sybil Cota	Ohkay Owingeh	Yes
Suzette Shije	Pueblo of Santa Clara	Yes
Anthony Mortillaro	NCRTD	Yes

#### VII. Approval of the Minutes: June 9, 2021, Special Meeting to Rate and Rank TPF Applications

Vice Chairwoman O'Donnell, Taos County, asked if there were changes to the minutes, and Ron Shutiva, NMDOT Tribal Liaison, identified two voting members (Duane Sandoval, Jicarilla Apache Nation, and Stephen Martinez, Pueblo of San Ildefonso) and an alternate (Mary Lou Valério, Pueblo of Santa Clara) who were no longer in those roles to remove from the roll call list. Motion to approve as presented Napoleon Garcia, Rio Arriba County, seconded by Lillian Garcia, San Ildefonso. Motion passed unanimously.

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
Richard Hubler	City of Española	Yes
Patrick Nicholson	Village of Taos Ski Valley	Yes
Renee Martinez	Village of Questa	Yes
Marcus Lopez	Pueblo of Nambé	Yes
Lillian Garcia	Pueblo of San Ildefonso	Yes
Sybil Cota	Ohkay Owingeh	Yes
Suzette Shije	Pueblo of Santa Clara	Yes
Anthony Mortillaro	NCRTD	Yes

**VIII. Action Item: Final approval of the TPF Application Ranking**

Paul Sittig, NCNMEDD, provided an overview of the Transportation Project Fund (TPF) rating and ranking process that was completed at the previous special NPRTPO meeting, and the subsequent ranking he distributed via email to the NPRTPO members and NMDOT District 5, as well as the NMDOT Project Oversight Division (POD) FTP site, along with the TPF applications. James Mexia, NMDOT District 5, confirmed that the District submitted their recommendations to the NMDOT Cabinet Secretary, who will send his recommendations to the State Transportation Commission. The Commission will review and discuss that list in August and will announce their final selection in their September meeting. Agreements will be distributed following that, and construction will likely start in 2022.

Mr. Sittig presented two project lists, the 2022 TPF list including eleven projects ranked for possible funding with 2022 TPF funds, and the longer State List that consists of the eleven 2022 TPF ranked projects, as well as additional projects that were withdrawn for 2022 TPF consideration but may be submitted for future state funding considerations.

Keith Wilson, Los Alamos County, asked if Mr. Mexia could share the District's promoted list, or if members would wait until the final list. Mr. Mexia said he would ask up the chain to see if he can provide that list and will follow up with members accordingly.

Lesah Sedillo, NCNMEDD, recognized James Mexia's work in reviewing the NPRTPO recommendations, and noted that District 5 has three RTPOs and two MPOs to manage, and had requested additional funding to support these regions. She also noted that Mr. Mexia was instrumental in the review process, and she recognized the work everyone put into the applications and this process.

Vice Chairwoman asked to see the bridge recommendations. Brent Jaramillo and Jason Silva, both with Taos County, raised concerns regarding the differences of scores between the March and June ratings, and additional considerations including whether a project is shovel ready. Ms. Sedillo described the general voting history in past ratings and rankings and noted that the RTPO rating and ranking is the first step in this process. Mr. Sittig presented the comments in the state list, which presents the community priorities and information on whether projects, whether the projects are shovel ready. Richard Hubler, City of Española, noted that NPRTPO members had previously agreed to review and rank the new applications and not re-rank all the 2022 TPF applications. Vice Chairwoman O'Donnell suggested that future rating and ranking processes be done in a single meeting instead of in different meetings and asked for a motion to recognize the rating and ranking of eleven roadway projects, one bicycle/pedestrian project, and three bridge projects.

Vernon Lujan, Taos Pueblo, joined the meeting during this discussion.

Motion made by Patrick Nicholson, Village of Taos Ski Valley, with a second by Richard Hubler, City of Española. Motion passed.

Roll Call:

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
Richard Hubler	City of Española	Yes
Patrick Nicholson	Village of Taos Ski Valley	Yes
Renee Martinez	Village of Questa	Yes
Marcus Lopez	Pueblo of Nambé	Yes
Lillian Garcia	Pueblo of San Ildefonso	Yes
Sybil Cota	Ohkay Owingeh	Abstain
Suzette Shije	Pueblo of Santa Clara	Yes
Vernon Lujan	Pueblo of Taos	Yes
Anthony Mortillaro	NCRTD	Yes

#### IX. Discussion: Schedule of Federal Funding (TAP, RTP, and CMAQ) Call for Projects

Paul Sittig, NCNMEDD, presented a summary of the Northern Pueblos RPTO schedule for the federal funding call for Transportation Alternatives Program (TAP), Recreational Trails Program (RTP), and Congestion Mitigation and Air Quality (CMAQ) Program, highlighting the upcoming July 12, 2021, deadline to submit:

- Project Feasibility Forms (PFFs) and Environmental Levels of Effort forms to him,
- and to appropriate Title VI and ADA plans and policies to NMDOT.

# Schedule

Dates	Activities
July 7	Regular NPRTPO meeting, discuss rating and ranking
<b>July 12</b>	<b>PFFs and Environmental Level of Effort forms due to RTPO planner</b>
<b>July 12</b>	<b>Non-Tribal applicants must submit their agencies Title VI and ADA Plans/ Policies to NMDOT Title VI and ADA Coordinator for review and approval</b>
July-Aug	RTPO planner schedules PFF meetings with RTPO staff, NMDOT liaison, District, Environmental Bureau, NMDOT TLPA Coordinator, and responsible charge
Aug 4	Regular NPRTPO meeting, discuss members' applications and process
Sept 16	Deadline for District 4 to return signed PFFs to RTPO staff
Sept 1	Regular NPRTPO meeting, review and approve rating and ranking structure
<b>Oct 4</b>	<b>Complete applications due to RTPO planner, RTPO planners vet for completeness</b>
<b>Oct 6</b>	<b>Regular NPRTO meeting, rating and ranking TAP, RTP, CMAQ applications</b>
<b>October 29</b>	<b>Deadline for RTPO planners to upload complete applications to NMDOT's FTP site</b> <i>Late or incomplete applications will not be accepted</i>
2022	<b>Jan-Feb:</b> NMDOT project selection; <b>March:</b> NMDOT sends award letters and forms

## Reminders and Resources

[RTPOnm.org /resources](http://RTPOnm.org/resources)



### Federal Funding Applications and Guides

#### **DUE JULY 12 TO NPRTPO or NERTPO PLANNERS**

[NMDOT Project Feasibility Form \(PFF\) \(DOCX\)](#)

[NMDOT Environmental Level of Effort Form \(DOC\)](#)

#### **DUE JULY 12 TO NMDOT ADA/Title IV Coordinator**

*(Tribal agencies are exempt)*

[Title VI Plan boilerplate \(PDF; DOCX\)\\*](#)

[NMDOT ADA Transition Plan \(PDF, for reference/example\)\\*\\*](#)

[Example ADA Exemption Letter \(PDF; DOCX\)\\*\\*\\*](#)

[ADA Policy \(PDF excerpt from NMDOT ADA plan; DOCX\)\\*\\*\\*\\*](#)

\* Title VI plan required for **all** non-tribal local agencies

\*\* ADA Transition Plan for Local Public Agencies *with 50+ FTE*

\*\*\* ADA Exemption Letter for LPAs *with fewer than 50 FTE*

\*\*\*\* **All** LPAs need an ADA Policy (included in ADA Transition Plan)

## ADA and Title VI Compliance (as of 7/1)

City	ADA Transition Plan 50+ FTE	Title VI Plan	ADA Policy	Cert Letter <50 FTE
*Chama	N/A	✓	N/C	✓
Espanola	✓	N/C	None	None
*Pojoaque	None	None	None	None
*Questa	None	None	None	None
*Taos	None	None	None	None
*Taos Ski Valley	None	None	None	None
Town of Red River	None	N/C	None	✓
<b>County</b>				
Los Alamos County	✓	✓	N/A	N/A
*Rio Arriba County	None	None	None	None
Santa Fe County	✓	✓	N/A	N/A
*Taos County	✓	✓	✓	N/A

An asterisk (\*) indicates that the submissions have not been tracked since 7/1/2018. N/A means not applicable. A check (✓) indicates that the entity is compliant in this category. N/C means that the entity is not compliant in this category. "None" means no documents in this category have been received by NMDOT to date (as of July 1, 2021).

Keith Wilson, Los Alamos County, noted that the Level of Effort form is more appropriate when a project is at 30% design, and otherwise can be duplicative of the PFF. Mr. Sittig thanked him for this input and noted that the inclusion of the Level of Effort form was to help members gauge and consider these considerations when they apply for federal funding. Lesah Sedillo, NCMEDD, noted that the District and other NMDOT staff will meet with the applicants, and that NMDOT staff find the additional information helpful to better understand the project in advance of those meetings.

### X. NMDOT Updates

Joe Moriarty, NMDOT Planning Liaison, reminded members of the July 12 ADA and Title VI deadlines. Mr. Moriarty noted that FHWA has free value capture webinars, and members can contact him or Ms. Sedillo and Mr. Sittig if members would like more information.

James Mexia, NMDOT District 5, does not have anything on the technical side. Stephanie Medina said that as soon as she receives MAP and LGRF co-ops from entities, she is them in for review and approval. Once approved, she will return them to entities.

Ron Shutiva, NMDOT Tribal Liaison, provided updates presentations he is making with tribal entities, including New Mexico 30 Phase 3 presentation to San Ildefonso Council, and a presentation on a Cerrillos Road project to the Indian School board and stakeholders.

LTAP Board – no update presented.

#### **XI. Member Input on Training and Presentations for NPRTPO**

Vice Chairwoman O'Donnell, Taos County, asked if any members had training or presentation requests. She asked for additional information for CDL drivers. Paul Sittig, NCNMEDD, said he will distribute a list of prior trainings as a survey to the members.

#### **XII. NPRTPO Planner/Program Manager Updates and Announcements**

No presentations or updates were provided at this time.

#### **XIII. Recognition of Lesah Sedillo**

Vice Chairwoman O'Donnell recognized Lesah Sedillo's 20 years with North Central New Mexico Economic Development District, with the Non-Metro Agency on Aging, and as Community Development Director. The Vice Chairwoman recognized Ms. Sedillo's time on NCNMEDD's Executive Committee with the late Representative Nick Salazar, who was president of NCNMEDD for 50 years. Vice Chairwoman O'Donnell thanked Ms. Sedillo for her years of service and dedication, devotion and hard work, providing information about the legislature and capital outlay, events and updates, and always responding promptly. Lesah Sedillo thanked the Vice Chairwoman for her leadership, as well as Chairwoman Ladd and all the members, stating it has been an honor to serve the RTPO. Ms. Sedillo recognized the accomplishments made with the members. She also thanked Joe Moriarty for his work as NMDOT liaison, and Governor Shutiva as Tribal liaison. Ms. Sedillo noted that Christopher Madrid would be her replacement, and she would be working with him in the transition to ensure it is smooth. Keith Wilson, Los Alamos County, thanked Ms. Sedillo for years of sharing knowledge and support. Joe Moriarty, NMDOT liaison, thanked Lesah for all the work that she has done for the communities. Eric Martinez, Los Alamos County, thanked Lesah for all her assistance and guidance, and being responsive. Ron Shutiva thanked Ms. Sedillo for her years of service and support, and congratulated her on her achievements, and wished her good luck. Brett Clavio, Santa Fe County, thanked Ms. Sedillo for sharing her wealth of knowledge. Paul Sittig, NCNMEDD, said he had learned so much from Ms. Sedillo and that she would be missed.



## XV. New Business

Vice Chairwoman O'Donnell, Taos County, asked members if they had any new business. Paul Sittig, NCNMEDD, noted that he has already scheduled Jason Coffey from NMDOT to introduce himself as the new HSIP coordinator and to provide an overview of the Highway Safety Improvement Program. Mr. Sittig will have updates on the Northern Pueblos Regional Transportation Plan in August. He noted that Chairwoman Ladd suggested a transit funding discussion, as there are a number of additional recovery funds coming in with a limited lifespan, on top of the annual funding. Vice Chairwoman O'Donnell noted that election of RTPO officers takes place in September.

Vice Chairwoman O'Donnell moved to the discussion of meeting locations, and asked whether the RTPO could have hybrid virtual/ in-person meetings. Mr. Sittig asked the members if their entities could meet in person, or if there were still travel restrictions in place. Suzette Shije, Pueblo of Santa Clara, noted Santa Clara still has a travel prohibition in effect. Marcus Lopez, Pueblo of Nambé, stated that Nambé is still under a public health executive order, but talks are that the Governor would be ending this soon, and he should be able to attend in person by the August meeting. Mr. Sittig noted that the from office of the New Mexico Attorney General strongly suggests that meetings be held in person when possible, especially when discussing matters for action, though with public health orders still in place in some communities, a hybrid solution would be necessary. Mr. Sittig noted this would require that the meeting location have sufficient internet access, as well as microphones and cameras. He noted that the Santa Fe Business Incubator has meeting rooms, but they have not yet lifted their capacity restrictions. Anthony Mortillaro, NCRTD, offered to host an RTPO meeting in August or September. Vice Chairwoman O'Donnell said that Taos County is also able to host in August or September. Vernon Lujan, Taos Pueblo, stated that the Pueblo is closed on a limited basis, and will not open until maybe September.

Next meetings locations:

- August 4, 2021 – Taos County
- September 1, 2021 – NCRTD

Both meetings will also have the option to attend virtually.

## XIV. Adjourn

Vice Chairwoman O'Donnell, Taos County, asked if there were any other items for discussion. Hearing none, she adjourned the meeting at 11:14 AM.