



## Meeting Minutes

Northern Pueblos Regional Transportation Planning Organization (NPRTPO)  
 Regular meeting hosted on November 2, 2022 (Taos Valley Ranch/online).

### NPRTPO Voting Members and Alternates

| Name                      | Entity                     | Title         | Present/Absent |
|---------------------------|----------------------------|---------------|----------------|
| Eric Ulibarri             | Los Alamos County          | Voting Member | 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 (Chair) | Taos County                | Voting Member | Present        |
| Jason Silva               | Taos County                | Alternate     | Present        |
|                           | City of Española           | Voting Member | Absent         |
| Elijah Mares              | 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         |
| French Espinoza           | Town of Taos               | Voting Member | Absent         |
| Lynda Perry               | Town of Taos               | Alternate     | Absent         |
| Linda Calhoun             | Town of Red River          | Voting Member | Absent         |
| Georgiana Rael            | Town of Red River          | Alternate     | Present        |
| Maggie Valdez             | Village of Chama           | Voting Member | Absent         |
| Will Donohoe              | Village of Chama           | Alternate     | Absent         |
| Dominic Martinez          | Village of Questa          | Voting Member | Absent         |
| Jason Gonzalez            | Village of Questa          | Alternate     | Absent         |
| Paul Castillo             | Jicarilla Apache Nation    | Voting Member | Absent         |
| Kathryn Valdez            | Jicarilla Apache Nation    | Alternate     | Present        |
| Marcus Lopez              | Pueblo of Nambé            | Voting Member | Absent         |
| Levi Valdez               | Pueblo of Nambé            | Alternate     | Absent         |
| Sylvia Armijo             | Picuris Pueblo             | Voting Member | Present        |
|                           | Picuris Pueblo             | Alternate     | Absent         |
|                           | Pueblo of San Ildefonso    | Voting Member | Absent         |
| Lillian Garcia            | Pueblo of San Ildefonso    | Alternate     | Present        |
|                           | Ohkay Owingeh              | Voting Member | Absent         |
| Sybil Cota                | Ohkay Owingeh              | Alternate     | Present        |
| Suzette Shije             | Pueblo of Santa Clara      | Voting Member | Absent         |
|                           | Pueblo of Santa Clara      | Alternate     | Absent         |
| Vernon Lujan (Vice Chair) | Pueblo of Taos             | Voting Member | Present        |
| Reva Suazo                | Pueblo of Taos             | Alternate     | Absent         |
| Randy Vigil               | Pueblo of Pojoaque         | Voting Member | Present        |
| Janay Chavarria           | Pueblo of Pojoaque         | Alternate     | Absent         |
| Anthony Mortillaro        | NCRTD                      | Voting Member | Present        |
| Bryce Gibson              | NCRTD                      | Alternate     | Present        |



**NCNMEDD/NPRTPO Staff**

|                    |                                |
|--------------------|--------------------------------|
| Paul Sittig        | Transportation Planner         |
| Christopher Madrid | Community Development Director |

**NMDOT Staff**

|               |                                              |
|---------------|----------------------------------------------|
| Ron Shutiva   | Tribal Liaison                               |
| Neala Krueger | Urban & Regional Planning Supervisor/Liaison |
| Vijay Ummadi  | Rural Transit Program Manager                |

**Guests**

|                      |                                                                   |
|----------------------|-------------------------------------------------------------------|
| Cindy Vigue          | Federal Highway Administration, New Mexico Division Administrator |
| Rodolfo Monge-Oviedo | Federal Highway Administration, New Mexico Division               |
| Steven Waupekenay    | Jicarilla Apache Nation                                           |
| John Ortega          | Village of Questa, Mayor                                          |
| Richard Greywolf     | Taos Integrated School of the Arts, Director                      |
| Joe Fernandez        | Taos County, Roads Supervisor                                     |
| Debra Baca           | Taos County, Public Works Office Manager                          |
| Annette Granillo     | Atomic City Transit, Transit Manager                              |
| Ginger Burgess       | Miners Transit                                                    |

**I. Call Meeting to Order**

Chair Candyce O’Donnell, Taos County, called the meeting to order at 10:31 AM, and welcomed attendees to the Taos Valley Ranch.

**II. Pledge of Allegiance**

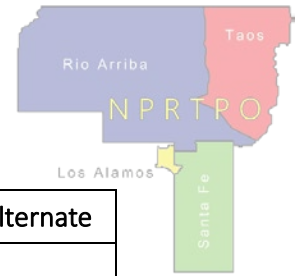
Chair O’Donnell called on Sylvia Armijo, Picuris Pueblo, to lead the pledge of allegiance.

**III. Opening Prayer**

Chair O’Donnell asked Vice Chair Vernon Lujan, Taos Pueblo, to lead the opening prayer.

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

Chair O’Donnell welcomed everyone and asked for all in attendance to introduce themselves, as listed above in the attendance log above. Chair O’Donnell recognized Rich Greywolf, Director of Taos Integrated School of the Arts (TISA). Mr. Greywolf noted that a newly erected partition on Paseo del Pueblo Sur, preventing northbound traffic from turning onto Toalne Street to access the school. This change has caused pick-up and drop-off traffic to back up into the neighborhood, parents are turning around in an adjacent coffee shop parking lot or parking in adjacent business parking lots to bring their students to school. Mr. Greywolf asked if any members present could consider taking the partition out. Jason Silva, Taos County, offered to follow up with Mr. Greywolf outside of NPRTPO meeting, in coordination with NMDOT District 5 staff.



**V. Roll Call:**

Chair O’Donnell 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          | Alternate                  |
| Bret Clavio              | Santa Fe County            | Alternate                  |
| Candyce O’Donnell, Chair | Taos County                | Voting Member              |
| Patrick Nicholson        | Village of Taos Ski Valley | Voting Member              |
| Georgiana Rael           | Town of Red River          | Alternate                  |
| Kathryn Valdez           | Jicarilla Apache Nation    | Alternate                  |
| Sylvia Armijo            | Picuris Pueblo             | Alternate                  |
| Lillian Garcia           | Pueblo of San Ildefonso    | Alternate                  |
| Sybil Cota               | Ohkay Owingeh              | Alternate                  |
| Vernon Lujan, Vice Chair | Pueblo of Taos             | Voting Member              |
| Randy Vigil              | Pueblo of Pojoaque         | Voting Member              |
| Bryce Gibson             | North Central RTD          | Alternate                  |

Mr. Sittig confirmed that there was a quorum for the meeting.

Vice Chair Vernon Lujan, Pueblo of Taos, noted that Marcus Lopez had left the Pueblo of Nambé, and suggested that Mr. Sittig reach out to the Pueblo to ensure they are represented at NPRTPO meetings.

**VI. Approval of the Agenda:**

Chair O’Donnell asked for a motion to approve the agenda.

Mayor John Ortega, Village of Questa, made a motion to amend the agenda to include Special Recognition of Chair Candyce O’Donnell. Seconded by Patrick Nicholson, Village of Taos Ski Valley. Chair O’Donnell asked for a roll call vote.

Roll Call Vote:

| Name                     | Entity                     | Vote |
|--------------------------|----------------------------|------|
| Keith Wilson             | Los Alamos County          | Yes  |
| Napoleon Garcia          | Rio Arriba County          | Yes  |
| Bret Clavio              | Santa Fe County            | Yes  |
| Candyce O’Donnell, Chair | Taos County                | Yes  |
| Patrick Nicholson        | Village of Taos Ski Valley | Yes  |
| Georgiana Rael           | Town of Red River          | Yes  |
| Kathryn Valdez           | Jicarilla Apache Nation    | Yes  |
| Sylvia Armijo            | Picuris Pueblo             | Yes  |
| Lillian Garcia           | Pueblo of San Ildefonso    | Yes  |
| Sybil Cota               | Ohkay Owingeh              | Yes  |
| Vernon Lujan, Vice Chair | Pueblo of Taos             | Yes  |
| Randy Vigil              | Pueblo of Pojoaque         | Yes  |
| Bryce Gibson             | North Central RTD          | Yes  |



The motion passed unanimously with all members present.

### VII. Special Recognition of Chair Candyce O’Donnell

Chair O’Donnell invited Chris Madrid, NCNMEDD, to speak. Mr. Madrid recognized Chair O’Donnell for her great work, not only in NPRTRPO, but also as a Taos County Commissioner, where she has been an advocate for transportation and other county issues and needs. Mr. Madrid presented Chair O’Donnell with flowers. Patrick Nicholson, Village of Taos Ski Valley, thanked Chair O’Donnell for her leadership, guidance, and dedication to NPRTRPO and Taos County at large, and said that she will be sorely missed. Vice Chair Vernon Lujan, Taos Pueblo, thanked Chair O’Donnell for her open communication with the Pueblo and her support of their projects. Chair O’Donnell thanked everyone for their comments and said it has been an honor and she was humbled.

### VIII. Approval of the Minutes: September 7, 2022, Regular Meeting (online)

Chair O’Donnell asked members to review the August 3, 2022, meeting minutes. Mr. Sittig noted that he had provided the incorrect draft minutes for members attending in-person. Chair O’Donnell entertained a motion to postpone approval of the minutes until the next meeting.

Motion to postpone approval of the minutes until the December 2022 NPRTRPO meeting was made by Vernon Lujan, Taos Pueblo. Second by Bret Clavio, Santa Fe County.

Roll Call Vote:

| Name                     | Entity                     | Vote |
|--------------------------|----------------------------|------|
| Keith Wilson             | Los Alamos County          | Yes  |
| Napoleon Garcia          | Rio Arriba County          | Yes  |
| Bret Clavio              | Santa Fe County            | Yes  |
| Candyce O’Donnell, Chair | Taos County                | Yes  |
| Patrick Nicholson        | Village of Taos Ski Valley | Yes  |
| Georgiana Rael           | Town of Red River          | Yes  |
| Kathryn Valdez           | Jicarilla Apache Nation    | Yes  |
| Sylvia Armijo            | Picuris Pueblo             | Yes  |
| Lillian Garcia           | Pueblo of San Ildefonso    | Yes  |
| Sybil Cota               | Ohkay Owingeh              | Yes  |
| Vernon Lujan, Vice Chair | Pueblo of Taos             | Yes  |
| Randy Vigil              | Pueblo of Pojoaque         | Yes  |
| Bryce Gibson             | North Central RTD          | Yes  |

The motion passed unanimously with all members present.



## IX. Federal Agency Updates

Chair O'Donnell invited federal agency representatives to speak to the NPRTPO Board. Cindy Vigue, FHWA New Mexico, thanked the Chair for the invitation, and appreciated the opportunity to engage at the local level to have a better understanding of the needs of New Mexico.

## X. Action: Transit Rating and Ranking (Vijay Ummadi, NMDOT, and Transit Providers)

Vijay Ummadi, NMDOT Rural Transit Program Manager, introduced the Transit Rating and Ranking section of the meeting, noting that RTPOs are forums to solicit input on public transit operations, and thanked the RPTO for conducting this meeting. He noted that the RTPO's prioritization of projects informs the project evaluations from a regional perspective. The transit presentations also provide RTPO members and members of the public to learn more about transit agency plans and can lead to transit agency coordination. Mr. Ummadi provided a summary of the FFY 2023 Transit Awards, which were announced by NMDOT on June 8 and 9, 2022.

Mr. Ummadi noted that NMDOT evaluates transit applications based on RTPO rankings, along with ridership, administration and operations ratio, cost per passenger trip, cost per vehicle mile, and prior federal award amounts, to allocate award amounts.

Mr. Sittig presented an overview of the applicants to present and the scoring criteria.

5311 Applications:

- Atomic City Transit (Los Alamos County)
- Miners Transit (Town of Red River)
- North Central Regional Transit District
- Po'Pay Messenger (Ohkay Owingeh)

Section 5311 Rating Criteria

- 1. Rural Public Transportation Planning and Regional Coordination:**
  - a. Does the applicant have a short/long term transit plan?
  - b. Is this plan adopted by the applicants governing body?
  - c. Is there coordination with other transit systems and other modes of transportation, including tribal entities?
  - d. Is ongoing funding part of the plan?
  - e. Has a formal process been established for public input?
- 2. Regional Need and Justification for the System:**
  - a. Does a regional transit/transportation plan exist that includes this service? If not, what is the basis for the need for the service?
  - b. Does a regional need exist to serve the demand in this area?
  - c. How strong is the need to continue/begin this system?
- 3. Level of marketing of the Transit System - Public Served (ridership):**
  - a. Does the transit system have a marketing plan?
  - b. Has it been implemented?



- c. Is there a clear direction to increase ridership?
  - i. Including paratransit?

5310 Application:

- Atomic City Transit (Los Alamos County)

Section 5310 Criteria and Considerations

1. **Planning and Coordination:**

- a. Does Applicant coordinate services with other disabled and elderly providers?
- b. Do they have a plan for anticipated disabled and elderly growth in the community?
- c. Is the project included in the RPO/MPO Coordinated Public Transit Human Services Transportation Plan?

2. **Regional Need and Justification:**

- a. Does applicant serve regional market demands?
- b. Is there a clear and defined need for this service?

3. **Maintenance, Safety, and ADA:**

- a. Does the applicant have a comprehensive maintenance plan?
- b. Do they have someone trained to recognize maintenance concerns?
- c. Are applicants’ drivers trained in passenger safety and sensitivity?
  - i. Wheelchair lift operations?

Chair O’Donnell introduced the transit providers, starting with Atomic City Transit.

Annette Granillo, Transit Manager of Atomic City Transit, presented an overview of both the 5311 and 5310 programs and funding requests. She presented the Atomic City Transit service area and frequency, noting that seasonal service extends to White Rock and Bandelier National Monument. Ms. Granillo presented an overview of the staff and ridership, Transit Service Plans and coordination efforts, ongoing funding, and public involvement. She also presented the funding request for FFY 2024.

Atomic City Transit FFY 2024 funding requests:

| Section 5311                  | Total          | Federal        | Local          |
|-------------------------------|----------------|----------------|----------------|
| <b>Administrative (80/20)</b> | \$236,144.00   | \$188,915.20   | \$47,228.80    |
| <b>Operating (50/50)</b>      | \$3,541,100.00 | \$1,770,550.00 | \$1,770,550.00 |
| <b>Capital (80/20)</b>        | \$927,449.00   | \$741,959.20   | \$185,489.80   |
| <b>Total</b>                  | \$4,704,693.00 | \$2,701,424.40 | \$2,003,268.60 |
| <b>5310 - Capital (80/20)</b> | \$240,000.00   | \$192,000.00   | \$48,000.00    |

Bret Clavio, Santa Fe County, asked if Atomic City Transit had looked into electric buses. Ms. Granillo stated that they received funding for two 35-foot-long electric buses. Vice Chair Vernon Lujan, Taos Pueblo, asked what the Los Alamos National Labs provided, and Ms. Granillo noted that the Labs provided match funding for two regional studies



with many stakeholders, and the Labs are working to reduce the number of personal cars being used to get to the labs.

Ginger Burgess, Miners Transit, presented an overview of the on-demand system in Red River, the regional need and marketing, the number of trips and miles traveled, advertising, future plans to improve Miners Transit, and the FFY 2024 funding request.

Miner’s Transit FFY 2024 Section 5311 funding request:

|                               | Total        | Federal      | Local       |
|-------------------------------|--------------|--------------|-------------|
| <b>Administrative (80/20)</b> | \$59,482.05  | \$47,585.64  | \$11,896.41 |
| <b>Operating (50/50)</b>      | \$124,320.00 | \$62,160.00  | \$62,160.00 |
| <b>Total</b>                  | \$183,802.05 | \$147,041.64 | \$36,760.41 |

Patrick Nicholson, Village of Taos Ski Valley, asked for elaboration on coordination with NCRTD. Ms. Burgess said that when the Blue Bus is running up to Red River, people use the connection to get to larger towns for shopping.

Bryce Gibson, NCRTD, presented an overview of the NCRTD, starting with the history of the Regional Transit District and their gross receipts tax funding. He noted that NCRTD will soon open their own maintenance facility, which will provide in-house maintenance, and allow them to provide services for other transit providers, with the upcoming opening of another maintenance facility in Taos. Mr. Gibson also noted that NCRTD will start a micro-transit on-demand service system soon in the Taos and Española regions, and get some electric buses in 2024. He noted that NCRTD connects to other transit services in their four-county region.

NCRTD Transit FFY 2024 Section 5311 funding request:

|                               | Total           | Federal         | Local          |
|-------------------------------|-----------------|-----------------|----------------|
| <b>Administrative (80/20)</b> | \$1,377,886.90  | \$1,102,309.52  | \$275,577.38   |
| <b>Operating (50/50)</b>      | \$7,946,073.74  | \$3,973,036.87  | \$3,973,036.87 |
| <b>Capital (80/20)</b>        | \$10,905,750.00 | \$8,724,600.00  | \$2,181,150.00 |
| <b>Total</b>                  | \$20,229,710.64 | \$13,799,946.39 | \$6,429,764.25 |

Vice Chair Vernon Lujan, Taos Pueblo, asked for information on why the Red River transit line is currently not operating. Mr. Gibson noted that NCRTD has 20 vacancies in operations, and is working to improve benefits to bring in additional operators. Right now, about half of NCRTD’s routes are suspended or modified due to driver shortage, which is an issue throughout the country for transit agencies.

Sybil Cota, Ohkay Owingeh, presented on the PoPay Messenger application, starting with history of the program, vehicles, and employees. She described the public outreach, regional need and prior year usage figures, and marketing to users.

Ohkay Owingeh FFY 2024 Section 5311 funding request:



|                               | Total        | Federal     | Local       |
|-------------------------------|--------------|-------------|-------------|
| <b>Administrative (80/20)</b> | \$24,297.00  | \$19,437.60 | \$4,859.40  |
| <b>Operating (50/50)</b>      | \$139,599.00 | \$69,799.50 | \$69,799.50 |
| <b>Total</b>                  | \$163,896.00 | \$89,237.10 | \$74,658.90 |

Patrick Nicholson, Village of Taos Ski Valley, asked about the cost effectiveness of running this program versus NCRTD. Ms. Cota said that community members feel more at-ease calling for services because this is a community service, and the users know the operators. Also, the service can be flexible to support users needs, even able to provide service with less than 24 hours' notice.

Mr. Sittig noted that he had collected the in-person ratings and would compile them with the online ratings to present final rankings at the next NPRTPO meeting, on Dec. 7, 2022.

### **XI. Action: Election of Officers**

Chair O'Donnell, Taos County, asked for nominations for first the position of Vice Chair. Hearing no nominations, Chair O'Donnell nominated Suzette Shije, Santa Clara Pueblo, noting that while Ms. Shije was not in attendance at the current meeting, she had talked with Ms. Shije in advance to confirm she was open to the nomination and serving in the position. Bret Clavio, Santa Fe County, seconded the nomination.

Chair O'Donnell asked for a nomination of Chair. Mr. Clavio nominated Vice Chair Vernon Lujan, Taos Pueblo, and Chair O'Donnell seconded the nomination.

Roll Call Vote for the nominations of Vice Chair and Chair:

| Name                     | Entity                     | Vote    |
|--------------------------|----------------------------|---------|
| Keith Wilson             | Los Alamos County          | Yes     |
| Cathy Martinez           | Rio Arriba County          | Yes     |
| Bret Clavio              | Santa Fe County            | Yes     |
| Candyce O'Donnell, Chair | Taos County                | Yes     |
| Patrick Nicholson        | Village of Taos Ski Valley | Yes     |
| Georgiana Rael           | Town of Red River          | Yes     |
| Kathryn Valdez           | Jicarilla Apache Nation    | Yes     |
| Sylvia Armijo            | Picuris Pueblo             | Yes     |
| Lillian Garcia           | Pueblo of San Ildefonso    | Yes     |
| Sybil Cota               | Ohkay Owingeh              | Yes     |
| Vernon Lujan, Vice Chair | Pueblo of Taos             | Abstain |
| Randy Vigil              | Pueblo of Pojoaque         | Yes     |
| Bryce Gibson             | North Central RTD          | Yes     |

The motion passed unanimously with all members present, with the abstention of Taos Pueblo.





**XII. Action: Review and Approval of Open Meetings Act Resolution and NPRTPO Bylaws**

Paul Sittig, NCNMEDD, presented the redlined Open Meetings Act resolution, updating and revising the resolution passed in 2021. Mr. Sittig noted that Patrick Nicholson, Village of Taos Ski Valley, had asked whether NPRTPO had a Joint Technical and Policy Committee, or rather just an RTPO Board. Members agreed that this is a Board, and Mr. Sittig noted he had made that change throughout the document.

Mr. Sittig also suggested adding “Tribal” to the list of entity types (local, state, or federal public health entities) who may designate a public emergency where the NPRTPO Board would utilize teleconferencing technology to continue community outreach and project management activities. Finally, Mr. Sittig noted he would revise the signatories to reflect the newly elected NPRTPO Board leadership, as well as today’s date.

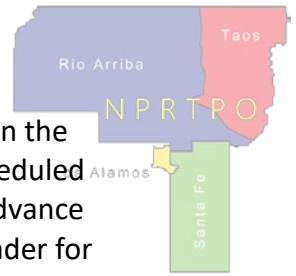
Patrick Nicholson, Village of Taos Ski Valley, made a motion to adopt the resolution with the changes referenced being made, with a second by Candyce O’Donnell, Taos County. Chair Lujan asked for additional comments or questions. Chair Lujan asked to confirm the resolution number, 2023-01. Mr. Sittig noted this was to reflect the federal fiscal year, which started on October 1, 2022. With no more comments or questions, Chair Lujan called for a roll call vote.

Roll Call Vote:

| Name                | Entity                     | Vote |
|---------------------|----------------------------|------|
| Keith Wilson        | Los Alamos County          | Yes  |
| Cathy Martinez      | Rio Arriba County          | Yes  |
| Bret Clavio         | Santa Fe County            | Yes  |
| Candyce O’Donnell   | Taos County                | Yes  |
| Patrick Nicholson   | Village of Taos Ski Valley | Yes  |
| Georgiana Rael      | Town of Red River          | Yes  |
| Kathryn Valdez      | Jicarilla Apache Nation    | Yes  |
| Sylvia Armijo       | Picuris Pueblo             | Yes  |
| Lillian Garcia      | Pueblo of San Ildefonso    | Yes  |
| Sybil Cota          | Ohkay Owingeh              | Yes  |
| Vernon Lujan, Chair | Pueblo of Taos             | Yes  |
| Randy Vigil         | Pueblo of Pojoaque         | Yes  |
| Bryce Gibson        | North Central RTD          | Yes  |

The motion passed unanimously with all members present.

Chair Lujan called for a review and discussion of the Northern Pueblos RTPO Bylaws. Mr. Sittig presented an overview of the redlined document, noting he is proposing reference to land grants as member entities in Northern Pueblos RTPO. He also suggested consistent use of acronyms where appropriate, rather than spelling out an agency or entity repeatedly. Finally, Mr. Sittig also suggested using more general terms for federal legislation and application forms, as to make the bylaws more applicable and less likely to need updating when federal legislation and/or project applications change.



Mr. Sittig also suggested adding a section under VI. Duties of Officers, to state “In the event that neither the Chair nor Vice Chair is available to convene and lead a scheduled NPRPTO meeting, an alternate may be appointed by the Chair or Vice Chair in advance of the meeting, or the majority of the membership may appoint a temporary leader for the meeting.” Furthermore, he suggested striking references to Joint Technical/Policy Committee, referring instead to the NPRPTO Board, consistent with the changes to the Open Meetings Act resolution edits.

Finally, Mr. Sittig offered the following edits: “X. Review and Amendment of the Bylaws  
The bylaws are presented for annual review every October and may be amended by a two-thirds affirmative vote of all voting members present. Any voting member may propose amendments to the bylaws. Outside of the scheduled annual review, A amendments must be submitted in writing to the NPRPTO planner in time to be distributed with the agenda of the next regular meeting of the NPRPTO.”

Chair Lujan asked if there were any questions or comments. Bret Clavio, Santa Fe County, asked if Mr. Sittig expected there to be any subcommittees. Mr. Sittig replied that in developing the Northern Pueblos Regional Transportation Plan (NPRTTP), some members of the NPRPTO Board formed a subcommittee to spend time reviewing and updating the NPRTTP, with the work products being brought back to the NPRPTO Board. Mr. Clavio asked whether subcommittees should be listed in the bylaws, and what subcommittees the Chair could see forming in the coming year. Chair Lujan noted that when NMDOT was developing their strategic plan, NPRPTO Board Members discussed NMDOT’s Strategic Plan and discussed forming a subcommittee to provide feedback, and he was open to suggestions. Mr. Clavio suggested a subcommittee to review Transportation Project Fund (TPF) applications.

Chair Lujan suggested revising the new language under Section V regarding temporary alternate officers, to clarify the order of designation. The second section was revised to be a separate sentence that read “If the Chair and Vice Chair are unable to appoint someone in advance, the majority of the membership in attendance may appoint a temporary leader for the meeting.”

Section VI. Duties of NPRPTO was also revised to include a sub-section C, reading “NPRPTO shall convene a subcommittee to review projects on an as-needed basis.”

Patrick Nicholson, Village of Taos Ski Valley, asked whether the quorum of 25% was too low. Mr. Sittig noted that there were times in the past where low meeting attendance lead to no quorum so no actions could be taken, but with online or hybrid meetings, attendance has been reliably much higher. Chair Lujan asked for the attendance today, and Mr. Sittig stated that 19 entities were represented, and that 50% for quorum could be suitable. Mr. Nicholson suggested 33% for quorum. Chair Lujan asked if the Office of the Attorney General had suggestions or standards for quorum, and Mr. Sittig said he did not think they did. He also noted that regional organizations like the RTPOs are different from most local or county-level public hearing bodies, in that the distance for people to travel was greater for RTPOs.



Candyce O’Donnell, Taos County, made a motion to postpone approval of the bylaws until the next meeting, so members had a chance to review the clean copy. Patrick Nicholson, Village of Taos Ski Valley, seconded the motion.

Roll Call Vote:

| Name                | Entity                     | Vote |
|---------------------|----------------------------|------|
| Keith Wilson        | Los Alamos County          | Yes  |
| Cathy Martinez      | Rio Arriba County          | Yes  |
| Bret Clavio         | Santa Fe County            | Yes  |
| Candyce O’Donnell   | Taos County                | Yes  |
| Patrick Nicholson   | Village of Taos Ski Valley | Yes  |
| Georgiana Rael      | Town of Red River          | Yes  |
| Kathryn Valdez      | Jicarilla Apache Nation    | Yes  |
| Sylvia Armijo       | Picuris Pueblo             | Yes  |
| Lillian Garcia      | Pueblo of San Ildefonso    | Yes  |
| Sybil Cota          | Ohkay Owingeh              | Yes  |
| Vernon Lujan, Chair | Pueblo of Taos             | Yes  |
| Randy Vigil         | Pueblo of Pojoaque         | Yes  |

The motion passed unanimously with all members present. NCRTD representatives had to leave before the vote.

**XIII. NMDOT Updates**

District 5 – District staff had a conflicting meeting, and Mr. Sittig shared on their behalf that for LGRF and TPF contracts expiring on Dec. 31, 2022, entities should submit their extension requests ASAP, as it is taking NMDOT staff a few weeks to review and finalize the extension requests.

Planning – Neala Krueger, NMDOT, noted that NMDOT is still working to obligate NCNMEDD’s three special projects (Professional Engineering Support, GIS Support, and Climate Change Modeling). Ms. Krueger noted that these are two-year contracts, and NCNMEDD can request contract extensions if needed. Ms. Krueger also noted that NMDOT is required to create a Carbon Reduction Strategy by November 2023, and this is in coordination with the MPOs and RTPOs. Shannon Glendenning is managing this program, which comes with \$9 million in funding statewide annually, with an upcoming call for projects for FFY 2024-26, along with a new call for TAP and Recreational Trails-Motorized funding.

Mr. Sittig provided a brief overview of the special contracts that NCNMEDD was awarded by NMDOT. He noted that NCNMEDD received state funding from House Bill 2 Junior Bill, to fund water, wastewater, transportation, and broadband engineering support, as well as grant writing support. NCNMEDD leveraged this funding to apply for State Planning & Research (SPR) Part A the Professional Engineering Support, which has a more limited scope of work, but can provide assistance in scoping, estimating, and



reviewing transportation projects. GIS Support is also with SPR Part A funding, focusing this funding on transportation project and application support. Climate change modeling will downscale regional models to the county level, which can help consider future conditions to aid in designing more resilient projects.

Candyce O'Donnell asked for more information on the Carbon Reduction Program (CRP) funding. Ms. Krueger provided a summary, noting that the allocation of funding is complicated and is broken down by population categories. The goal of the program is to reduce green house gases and transportation emissions, supported in part by a state Carbon Reduction Plan. Ms. Krueger noted that this being a federal funding opportunity, there is a required match of 14.56%. FHWA has a guidance memo with more information, and NMDOT is developing a specific guide for their call for projects.

Tribal Liaison – Ron Shutiva had a conflicting meeting and was unable to attend.

LTAP Board – no update at this time.

#### XIV. NPRTPO Planner/Program Manager Updates and Announcements

Mr. Sittig noted that NCNMEDD received funding for another two years of RTP support and planning from NMDOT. Additionally, NCNMEDD is transitioning their National Aging and Disability Transportation Center (NADTC) grant award from the planning phase to implementation, and NCNMEDD will develop a volunteer driver pilot program, to start in Taos and Rio Arriba counties. We will also develop a regional transit options website as part of that program.

#### XV. Member Input on Training and Presentations for NPRTPO

No comments from members at this time.

#### XVI. New Business

- A. Upcoming meeting locations and topics
  - Dec. 7, 2022** – Location TBD; NP RTP review and approval; alternative bidding and project management (*tentatively*)
  - Jan. 4, 2022** – Confirm date, Location TBD; NMDOT Env intro; LTAP Grant Writing training; CY 2023 meeting topic scheduling
  
- B. Other items from NPRTPO members or the public

No additional items were raised.

#### XVII. Adjourn

Chair Lujan asked for a motion to adjourn the meeting. Patrick Nicholson, Village of Taos Ski Valley, made the motion. Candyce O'Donnell, Taos County, seconded the motion. The meeting was adjourned at 1:51 PM.