Regular Meeting Minutes

Northeast Regional Transportation Planning Organization (NERTPO) Hosted by the Eastern Plains Council of Governments and North Central New Mexico Economic Development District

Online

January 25th, 2023

10:00 a.m.

# Meeting Attendees

|  |  |  |  |
| --- | --- | --- | --- |
| Present |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Present | Ferron Lucero - Vice-Chair | Town of Clayton | Voting Member |
| Present | Julie Kulhan | Village of Angel Fire | Alternate |
| Present | Dallas Baker | Village of Mosquero | Voting Member |
| Present | Clay Kiesling | Union County | Voting Member |
|  |  |  |  |
| Present |  |  |  |
| Present | Samuel Blea | Town of Springer | Voting Member |
| Present | Jeff Carr | Village of Eagle Nest | Voting Member |
| Present | Mary Berglund | Village of Eagle Nest | Alternate |
| Present | Bret E. Wier | Colfax County | Voting Member |
| Present |  |  |  |
| Present | Vicki Strand | City of Tucumcari | Voting Member |
| Present | Ralph Lopez | City of Tucumcari | Alternate |
| Present |  |  |  |
| Present | Jason Phillips | City of Raton | Alternate |
| Present | Danny Gurule | City of Las Vegas | Voting Member |
| Present | Sarah Arias | Town of Springer | Alternate |
| Present | John N. Romero | Mora County | Voting Member |
| Present | Heather Dostie | City of Santa Rosa | Alternate |
| Absent | Rebecca Avalos | Guadalupe County | Voting Member |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Absent | Ernest Sanchez | Town of Clayton | Alternate |
| Absent | Robert Thompson | Colfax County | Alternate |
|  |  |  |  |
| Absent | Alice Adams | Village of Folsom | Voting Member |
| Absent | Amanda Boggs | Village of Folsom | Alternate |
|  |  |  |  |
|  |  |  |  |
| Absent | Daniel Zamora | Quay County | Alternate |
| Absent | Benito Romero | San Miguel County | Voting Member |
| Absent | Scott Parnell | Village of Logan | Voting Member |
|  |  |  |  |
| Absent | Brandy Thomas | Union County | Alternate |
|  |  |  |  |
| Absent | Cynthia Lee | Village of San Jon | Voting Member |
| Absent | Scott Berry | City of Raton | Voting Member |
| Absent | Wade Lane | Village of San Jon | Alternate |
| Absent | Magdalena Sandoval | Mora County | Alternate |
| Absent | Rudy Tenorio | Guadalupe County | Alternate |



|  |  |  |  |
| --- | --- | --- | --- |
| Absent | Johnny Trujillo | San Miguel County | Alternate |
| Absent | Carala Taylor | Village of Maxwell | Voting Member |
| Absent | Jennifer Baca | Harding County | Voting Member |
| Absent | Jay Ruybalid | Village of Angel Fire | Voting Member |
| Absent | Pedro Laumbach | Harding County | Alternate |
| Absent | Clayton Moore | Village of Roy | Alternate |
| Absent | Arnold Lopez | City of Las Vegas | Alternate |
| Absent | Renee Ledoux | Village of Cimarron | Alternate |
| Absent | Jonathan Valdez | Village of Des Moines | Voting Member |
| Absent | Jordan Wingo | Village of Des Moines | Alternate |
| Absent | Lynn Wiseman | Village of Grenville | Alternate |
| Absent | Mignon Saddoris | Village of Grenville | Voting Member |
| Absent | Shannon Aikman | Village of House | Voting Member |
| Absent | Sherwin W. Martin | Village of House | Alternate |
| Absent | Dave Shivers | Village of Logan | Alternate |
| Absent | Shawn Jeffrey | Village of Maxwell | Alternate |
| Absent | Barbara June Melton | Village of Mosquero | Alternate |
| Absent | Telesfor Benavidez | Village of Pecos | Voting Member |
| Absent | Vacant | Village of Pecos | Alternate |
| Absent | Laudente Quintana | Village of Wagon Mound | Voting Member |
| Absent | Nora Sanchez | Village of Wagon Mound | Alternate |

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

Raul Rodriguez III – Eastern Plains Council of Governments (EPCOG)

Paul Sittig – North Central NM Economic Development District (NCNMEDD) Kyla Danforth – North Central NM Economic Development District (NCNMEDD)

John Herrera – NMDOT LGRF Program Coordinator Samantha Sandoval – NMDOT LGRF Program Planner

Neala Krueger – NMDOT Urban & Regional Planner Supervisor/ Liaison

Glenn Stevens – Colfax County

Tenelle –

Richard Runyon – Dennis Engineering

# Call to Order

The meeting was called to order at 10:00 AM by Chairwoman Shawn Jeffrey.

# Pledge of Allegiance/New Mexico State Flag

The Pledge of Allegiance and salute to the New Mexico State Flag were led by Chairwoman Jeffrey.

# Welcome

Chairwoman Jeffrey welcomed everyone to the virtual meeting and allowed for introductions. Individual introductions were conducted by all in attendance.

# Approval of Agenda

Chairwoman Jeffrey opened the review of the agenda.

Motion to approve the agenda as presented: Clay Kiesling, Union County Second: Jason Phillips, City of Raton

All present voted in the affirmative. Motion carries.

# Approval of the Minutes (November 30th Transit Rating and Ranking Meeting)

Chairwoman Jeffrey opened the review of the October 17th Regular meeting minutes.

Motion to approve the minutes as presented: Julie Kulhan, Village of Angel Fire Second: Clay Kiesling, Union County

With the addition of Dallas Baker, Village of Mosquero, all present voted in the affirmative. Motion carries.

1. **Discussion: Northeast Regional Transportation Plan** – (NERTPO Planners and Ms. Kyla Danforth, NCNMEDD)

Transportation Intern, Kyla Danforth NCNMEDD, presented the updated Regional Transportation Plan (RTP). Ms. Danforth introduced the RTP Table of Contents which includes Executive Summary, Introduction, Current Conditions, Transportation System Overview, Community Participation, Plan Implementation, and the Appendix. Ms. Danforth explained that she will give an overview of what is contained in each section.

The Introduction includes the following topics: Regional Overview, What is a Regional Transportation Plan, and Title VI Compliance.

The Current Conditions section includes a County Overview that is further analyzed into three (3) data points. Decennial Population, Median Age (2010, 2020), and the Median Household Income (2010,2020). The next subsection of the Current Conditions is Commuting, Crash, and DUI Data. This includes Commuter Flow, Alcohol Related Fatalities, Total and Crashes. Ms. Danforth presented a bar graph with Decennial Population by County current conditions and future predictions. Another bar graph was presented about Commuter Flow by County.

Ms. Danforth presented the next section of the RTP, the Transportation System Overview, which she is still currently working. This section includes Roadway Network, Scenic Byways, Trails in the Region, Public Transit, Alternative Fuel Corridors, Airports, and Freight. Ms. Danforth also spoke about a map that will be attached to this section once finished.

The Community Participation section includes the subsections Public Outreach, and Goals, Objectives, Performance Measures, and Strategics. Ms. Danforth explained that there is a section in the RTP’s Appendix including data collected from members of the NERTPO in 2020 about the Goals, NMDOT’s Objectives, and NMDOT’s Performance Measures. Ms. Danforth presented an example regarding this.

The Plan Implementation section includes Funding Transportation and Federal and State Funding Sources. The latter is split into two further categories of Notable Federal Funding Sources managed Nation-Wide and State Funding Sources. Ms. Danforth presented an example regarding this.

Ms. Danforth presented the final section as the Appendix. Ms. Danforth gave examples of the survey results gathered from the NERTPO membership in 2020 and crash maps of each country provided by University of New Mexico (UNM). There was also a map demonstrating traffic trends such as inflow and outflow.

Chairwoman Jeffrey opened the floor for discussion of the RTP. The agenda Item must be edited to allow an item for discussion only.

# Approval/discussion: FY 2024 Transit Rating and Ranking (NERTPO Planners)

Paul Sittig, NCNMEDD, presented an overview of the November 2022 NERTPO Transit Rating and Ranking meeting. The two programs that were rated and ranked were the Section 5311 Rural Transit funding source and the Section 5310 Senior and Disable Adults in Rural and Urban Areas. NMDOT manages these sources through the NMDOT Transit Bureau. Mr. Vijaay Umaadi is the Program Manager.

Golden Spread Transit Agency from Clayton, NM applied for both funding sources. Meadow City Express from Las Vegas, NM only applied for Section 5311. Each source has three (3) criteria. NERTPO members in attendance at the November 2022 meeting then scored the applications on a scale from 1-5 for each category for a sum of 40 total points. The maximum points achievable for each application is 15 averaged points. The structure of the Rating and Ranking criteria is the same from last year’s approved NERTPO Transit Rating and Ranking structure.

All three (3) applications scored in the high range which is from 12-15 points.

Golden Spread Section 5310: 14.125 – High

Golden Spread Section 5311: 14.25 – High

Meadow City Express Section 5311: 12.75 – High

Motion to approve NERTPO FFY 2024 Transit Rating and Ranking as presented was made by: Clay Kiesling, Union County

Second: Ferron Lucero, Town of Clayton

With all members present voting in the affirmative via rollcall and addition of Sarah Arias, Town of Springer and Jeff Carr, Village of Eagle Nest, motion carries.

1. **Approval/discussion: NERTPO Rating and Ranking Structure for NMDOT FFY 2024 Tap, RTP Motorized, CRP Funding** (NERTPO Planners)

Mr. Sittig, NCNMEDD, presented the NERTPO Rating and Ranking Structure for NMDOT FFY 2024 TAP, RTP Motorized, and CRP Funding. Mr. Sittig reminded membership of the presentation made at the last NERTPO meeting. The direction given from NMDOT to RTPOs concerning RTIPRs is to rate and rank regional projects “according to the RTPO’s adopted procedures.” The first review will be from the RTPO board and the next will be by NMDOT Districts. Mr. Sittig presented the NERTPO 2022 Fed and State Rating Criteria:

**Planning** (0 to 5 points each)

* 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

**Project Description/Type/Scope** (0 to 5 points each)

* Location of project, development clearly outlined
* Level of coordination with RTPO, NMDOT, and district engineers in project development and compliance

**Justification** (0 to 5 points each)

* Economic impact (improve access to jobs and tourism), need for project clearly outlined
* Improves quality of life/promotes safety/ environmental sustainability

**Request Readiness** (0 to 10 points)

* Right of way acquisition and clearances, shovel readiness, planning documents, environmental clearances, project timeline.

**2022 TPF Additions** (0 or 1 point each, 0 for no, 1 for yes)

* Priority Bridge?
* Part of a Phase Project?

**Total** (0 to 42 points)

Mr. Sittig proposed that questions or additions for these criteria. Members were in unanimity to keep all criteria the same. There being no official changes to the criteria, no vote is needed.

1. **Presentation/discussion: NMDOT FFY 2024 Call for TPF Project Schedule** (NERTPO Planners)

Mr. Sittig, NCNMEDD, presented the FY Transportation Project Fund Schedule. Mr. Sittig updated membership about the question that was posed to NMDOT about funding previously uncompleted and underfunded projects like was done last fiscal year. There has been no response. The scope is the same. Project Phases: Environment and other studies, Planning, Design, Construction; Construction management; and Acquisition of rights of way necessary for the development of transportation infrastructure.

Project Types: Highways, streets, roadways, bridges, crossing structures and parking facilities, including all areas for vehicular, transit, bicycle or pedestrian use for travel, ingress, egress and parking; Drainage if drainage work is part of an overall project that is eligible; Utility work if it required to mitigate the impacts of the proposed construction. NMDOT has a base program fund of $40 billion and may obtain higher funding.

Applications for the Transportation Project Fund (TPF) are the same as last fiscal year. This MUST include a Cover Letter, TPF Project Feasibility Form (PFF), Resolution of sponsorship from governing body, Map of project location, and Letter of Support from NMDOT or Right of Way (ROW) owner.

Mr. Sittig proposed the NERTPO FY 2024 TPF Schedule for tentative deadlines. March 20, 2023, Deadline for entities to submit PFFs to RTPO staff. May 24, 2023, NERTPO meeting for Rating and Ranking only. And May 26, 2023, members will submit final application packets to RTPO staff. The tentative schedule will be posted on the RTPONM.org website. The NMDOT State Transportation Commission (STC) will meet before September 1, 2023, to allocate state TPF funding. By the final week of September 2023 member’s will receive Notice of Funding Award (NFA) and must sign and submit to NMDOT. The closeout deadline will by 30 months from the time of award. TPF local match is 5% and state match is 95% and match waivers are available. There will be certain activities that are not allowable costs. Projects with federal funding including planning phase funding, in-kind or soft matches are not allowable expenses. Capital Outlay funds are allowable but must have aligning project scopes.

Raul Rodriguez III, EPCOG, added that there is historically about $1 million available statewide for match waivers in this funding program.

1. **NERTPO Planners/Program Manager Reports** (NERTPO Planners)

Mr. Rodriguez III, EPCOG, updated NERTPO membership concerning the current NM state legislative session. Mr. Rodriguez III updated membership about Mr. George Dodge, NMDOT, appearing before legislative committee at that very moment in time. The federal TAP, RTP, and CRP funding programs have had a deadline extension to February 1, 2023. Mr. Rodriguez III updated membership that NM state legislation has allocated money to match federal project applications and there has not been any update about the exact amount. Mr. Rodriguez III also updated membership that the Eastern Plains Council of Governments (EPCOG) will participate to accurately count individuals facing homelessness with the Point in Time (PIT) count to leverage HUD funding in the COG’s region. Mr. Rodriguez III also spoke to members about Comprehensive Plans and updates to ensure they are current to leverage for grant funding on state and federal levels. Mr. Sittig, NCNMEDD, updated membership about quarterly reporting and supporting TPF projects. Mr. Sittig spoke about his and Mr. Rodriguez III’s long-range planning.

# Discussion: NMDOT District IV Update (Mr. James M. Gallegos, PE – NMDOT District

# Mr. John Herrera, NMDOT District 4 LGRF Coordinator, spoke that they have emailed Solicitation documents due March 15, 2023, and members must ensure their application packets must be complete when submitted. Also, Capital Outlay projects must be managed along with NMDOT LGRF staff in a timely manner. Ensure that all deadlines for all different funding programs be followed promptly. Request time extensions at least 60 days before the deadline.

# New Business

1. General Comments and Announcements and Public Comment – no comments
2. Suggested Agenda items for upcoming meetings – Mr. Rodriguez III suggested an agenda item for review, discussion, and approval for the RTP updates.
3. Meeting Location Amendments:
	* **February 22** – Cimarron hybrid and virtual, tentative
	* **March 22** – Tucumcari, tentative

# Adjournment

With no further discussion, Chairwoman Jeffrey asked for a motion to adjourn.

Motion: Jeff Carr, Village of Eagle Nest

Second: Julie Kulhan, Village of Angel Fire.

Chairwoman Jeffrey adjourned the meeting at 11:10 AM.