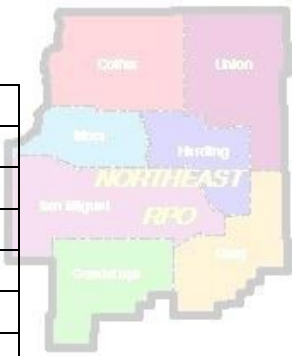


Regular Meeting Minutes
 Northeast Regional Transportation Planning Organization (NERTPO)
 Hosted by the Eastern Plains Council of Governments and
 North Central New Mexico Economic Development District
 Blue Dragonfly Brewery
 33808 US-64
 Raton, NM 87740
 Hybrid in person/online
 October 17th, 2022
 10:00 a.m.



Meeting Attendees

Present	Shawn Jeffrey - Chairwoman	Village of Cimarron	Voting Member
Present	Julie Kulhan	Village of Angel Fire	Alternate
Present	Rebecca Avalos	Guadalupe County	Voting Member
Present	Danny Gurule	City of Las Vegas	Voting Member
Present	Larry Moore	Quay County	Voting Member
Present	Danny Laumbach	Village of Roy	Voting Member
Present	Dallas Baker	Village of Mosquero	Voting Member
Present	Ken Flores	City of Santa Rosa	Voting Member
Present	Robert Thompson	Colfax County	Alternate
Present	Heather Dostie	City of Santa Rosa	Alternate
Present	Clay Kiesling	Union County	Voting Member
Present	Ernest Sanchez	Town of Clayton	Alternate
Present	Samuel Blea	Town of Springer	Voting Member
Present	Alice Adams	Village of Folsom	Voting Member
Present	Amanda Boggs	Village of Folsom	Alternate
Present	Jason Phillips	City of Raton	Alternate
Present	Sarah Arias	Town of Springer	Alternate
Present	Mary Berglund	Village of Eagle Nest	Alternate
Absent	Daniel Zamora	Quay County	Alternate
Absent	Benito Romero	San Miguel County	Voting Member
Absent	Jeff Carr	Village of Eagle Nest	Voting Member
Absent	Ralph Lopez	City of Tucumcari	Alternate
Absent	Scott Parnell	Village of Logan	Voting Member
Absent	John N. Romero	Mora County	Voting Member
Absent	Brandy Thomas	Union County	Alternate
Absent	Ferron Lucero - Vice- Chair	Town of Clayton	Voting Member
Absent	Bret E. Wier	Colfax County	Voting Member
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	Vicki Strand	City of Tucumcari	Voting Member
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 Sadoris	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
- Joseph Moriarty – NMDOT Technical and Freight Planning Division
- Emily Dossett - NMDOT Environmental Bureau T/LPA Coordinator
- Monty Gore – Colfax County
- Anita Valdez – Grow Raton
- Glen Stevens – Colfax County
- Catarimo Romo – Guadalupe County
- Regina Steele – Vigil Maldonado Detention Center
- Edward DeHerrera – Village of Roy
- Roy Fernandez – Colfax County Commissioner



I. Call to Order

The Meeting was called to order at 10:03 AM by Chairwoman Jeffrey.

II. Pledge of Allegiance/New Mexico State Flag

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

III. Welcome

Chairwoman Jeffrey welcomed everyone to the virtual meeting and allowed for introductions.

Individual introductions were conducted by all in attendance.

Mr. Monty Gore, Colfax County, welcomed everyone to Raton and the Blu Dragonfly Brewery.

IV. Approval of Agenda

Chairwoman opened the review and approval of the agenda. Mr. Rodriguez III proposed a revision of the agenda to allow the Ports-to-Plains presentation item moved after all other presentations.

Motion to approve the agenda as revised: Jason Phillips, City of Raton
Second: Ernest Sanchez, Town of Clayton

All present voted in the affirmative. Motion carries.

V. Approval of the Minutes (September 28th Regular Meeting)

Chairwoman Jefferey opened the review and approval of the September 28th Regular meeting minutes.

Motion to approve the agenda as revised: Jason Phillips, City of Raton
Second: Robert Thompson, Colfax County

All present voted in the affirmative. Motion carries.

VI. Presentation/discussion: NMDOT STIP Program Presentation – (Ms. Jolene Herrera, NMDOT STIP Program Manager)

Ms. Jolene Herrera presented the NMDOT STIP Program. The different subjects contained

in this presentation are the Overview, Federal Funding Category Overview, Funding Outlook, eSTIP Public Site demonstration and Questions.



Ms. Herrera provided an overview of the eSTIP. This is an interactive web-based system that supports NMDOT's planning, and programming functions as required by law. Database that includes all aspects of project information, reporting, and obligations for Federal Highway Administration (FHWA), and other funded programs. This website contains project information such as project description, location and termini, identified funding source (state, federal, local, other), project phasing, right-of-way, construction, utilities and construction management.

The Statewide Transportation Improvement Program (STIP) is a six-year program with the first four years fiscally constrained and the two outer years as informational/planning. Fiscal constraint is practiced during the STIP process. This considers projects that demonstrate committed funding (year 1 & 2), available or reasonably available funding revenue sources (year 3 & 4), with reasonable assurance the federally supported transportation system is being adequately operated and maintained. All federal funds require a non-federal match with some exceptions. These funds are typically local, state, or private funds. New Mexico is on a sliding scale and is allowed to have a local match of 14.56%. The STIP is amended quarterly, or as need, per the STIP Procedures Manual. Amendments are posted for thirty (30) day comment period on the NMDOT public eSTIP website.

Federal Funding are currently provided via the Infrastructure Investment & Jobs Acts (IIJA), also referred to as the Bipartisan Infrastructure La (BIL), legislation that was signed into law by President Biden on November 15, 2021. This funding is a five (5)-year funding bill with a two (2) percent increase per year. Included are new funding programs like off-system bridge funding and carbon reduction program. Also included is the Highway Trust fund (gas tax) that taxes \$0.184 per gallon of gas or \$0.244 per gallon of diesel gasoline. State Funds include the New Mexico State Road Fund, Motor Vehicle Excise Tax (MVET), and legislative funding. Funding is down during the COVID-19 Pandemic because of less travel and has increased to pre-pandemic levels. MVET holding steady with truck traffic slightly down and the NM gas tax is \$0.19 and \$0.21 per gallon gas and diesel gas, respectively. Ms. Herrera went on to describe many more federal funding opportunities. These include National Highway Performance Program (NHPP), Surface Transportation Block Grant (STBG), Transportation Alternative Program (TAP), Recreational Trails Program (RTP), Congestion Mitigation Air Quality (CMAQ) Flexible Funding (CQX), Carbon Reduction Program (CRP), Highway Safety Improvement Program (HSIP), and Highway Intra Off-System Bridge Program (HIBOP).

Ms. Herrera demonstrated the NMDOT eSTIP public website, including the option to comment on a project during the public comment periods

Ms. Herrera then asked membership if there were any questions. Mr. Kiesling, Union County, asked about the different processes to get a project on the STIP. Ms. Herrera explained that different funding sources go through different processes, with some funding opportunities starting with the RTPOs for rating and ranking, such as TAP, RTP, CMAQ, and CRP, while other funding is managed by the Districts or the NMDOT General Office in Santa Fe.

VII. Presentation/discussion: NMDOT LGRF and Traffic Permitting Presentation (Mr. John Herrera, NMDOT District 4 LGRF Program Coordinator and Ms. Samantha Sandoval, NMDOT District 4 Program Planner)



Mr. John Herrera, NMDOT District 4 LGRF Program Coordinator and Ms. Samantha Sandoval, NMDOT District 4 LGRF Program Planner, presented the Local Government Road Fund (LGRF) process that membership participate in every year once projects are selected for LGRF funding. There are different funding sources under the LGRF umbrella such as MAP, COOP, and Safe Routes to Schools. The Transportation Project Fund (IPF) undergoes the same management process as the LGRF, except RTPOs rate and rank proposed projects before they are reviewed and ranked by the Districts and has different deadlines than LGRF funding. Mr. Herrera and Ms. Sandoval ensured that membership understood that there are strict timelines and communication must be practiced between membership entities who get funded for projects and NMDOT District 4 LGRF staff. Mr. Rodriguez III added that leaving a paper trail and communication is key to a successful project. Mr. Herrera presented the LGRF Timeline. First is the Tentative Funding Offer in early April. The local entity must then forward a written letter of acceptance/rejection of the offer made by the NMDOT District Coordinator. This must include the project scope of work, route designation, termini, and summary of the estimated costs and quantities. This packet must be sent all at once. In May the local entity will receive notification of State Transportation Commission's approval or denial from NMDOT. In June the local entity must forward a resolution to their NMDOT District Coordinator. The resolution must include the exact scope of work, adopting the project and verifying its priority standing, route designation, termini, reference the project cost and matches, the project number and the control number. If a match waiver is requested there is a boiler plate that may be provided by NMDOT District LGRF Coordinator. In June through September once the District Coordinator receives the resolutions, they will draft three (3) original agreements and send to the entity for signature and must be return as soon as possible. When the District Coordinator receives the agreements signed by the entity, they will submit the agreement package to Santa Fe where the Cabinet Secretary will execute them. Once executed by the Cabinet Secretary, the funding on your award may be encumbered. No aspect of a project may begin before a fully executed agreement is in place.

LGRF Project Clearances timelines and requirements were then discussed. There are five (5) clearances that are required for LGRF projects: Environmental, Right of Way, Utility, Railroad, and Intelligence Transportation System clearances. Keep a copy of each clearance in your project file and send a copy to your LGRF Program Coordinator. If the project is only design, then the Environmental Bureau must be notified at thirty (30) percent. Current NMDOT points of contact will be distributed by the LGRF Program Coordinator when entity receives the final fully executed agreement.

At this point construction may begin. Be sure to follow State Procurement Code when advertising and awarding the project. If an entity has questions about State Procurement contact entity's attorney. Contractors must follow all Equal Employment Opportunity requirements. Certification #1-MAP projects only is due to entity's NMDOT District LGRF Coordinator when the local entity is contractually committed but NO LATER THAN June 30th of the year after State Transportation Commission's approval of a project.

Local entities may request disbursement of funds once Notice of Award and Notice to Proceed letters have been issued to all parties. Entity must request disbursement of funds NO LATER THAN the second week of December of project termination year for CAP, SP and SB programs. No MAP funding requested for disbursement NO LATER THAN the second week of June of the project termination year. Forms needed to request disbursement include Letter from the Public Entity requesting disbursement, Notice of Award/ Work Order, Notice to

Proceed, Estimated Summary of Costs and Quantities, Certification of Liability Insurance, and the Project Timeline. The first four are program specific to LGRF projects. DO NOT use your own forms. Examples were then presented to membership.



All projects must be completed no later than the agreement termination date. Due within thirty (30) days of project completion for CAP, SP, and SB projects on December 31st and June 30th for MAP projects. The required forms are as follows: Project Certification of Design, Construction and Cost (CAP, SP, SB), certification #2 for MAP only projects, As Built Summary of Costs and Quantities, Professional Engineer’s Certification (required for projects \$100,000.00 or more or for any project that is structural in nature, and Equipment Table (local entities may use their own equipment). Examples were then presented. Municipal Arterial Program or MAP programs follow their own timeline. There is a January Call for Projects. The complete project proposal requires more information, multiple copies and is submitted directly to Statewide LGRF Coordinator in Santa Fe. If your project is awarded the municipality will work directly with the NMDOT District LGRF Coordinator during the Agreement Signature process. Certification of the Pre-Construction Contract Phase (Certification No. 1) is due to be submitted to District LGRF Coordinator no later than June 30th of the year following the award of the project. MAP projects have a two-year term (different than the 18 months as with the other types of LGRF projects). Disbursement requests must be submitted no later than the second week of June of the Agreement termination year. At project close, the LGRF Coordinator must attend final inspection. The Project Close Certification Form is called “Certification of the Construction Phase” (Certification No. 2).

Mr. Herrera and Ms. Sandoval provided their contact information and asked membership if there were any questions. Chairwoman asked about the required clearances. Mr. Herrera said to email him with any questions.

VIII. Presentation/discussion: Ports-to-Plains Alliance Update – (Mr. Lauren Garduno, President/CEO Ports-to-Plains Alliance)

Mr. Lauren Garduno, CEO/President Ports-to-Plains Alliance, updated membership about Ports-to-Plains Alliance and the effect on Northeast New Mexico. Mr. Garduno enlightened membership about the history of the corridor. Throughout the 1970’s and 1980’s discussions about the corridor to transport commerce from Mexico north through to Canada. In 1998 the corridor was designated Strategic Highway network 38. At the same time an alliance was formed between multiple states and jurisdictions as a transportation advocacy alliance to promote the building of the Ports-to-Plains corridor. This encompassed a route from Laredo, TX north to Canada. This corridor spans regions of the United States that produce agriculture, natural gas and oil, and the cattle industry. There are more than two hundred (200) members of the Ports-to-Plains (P2P) Alliance. This alliance coincides with the North American Free Trade Agreement (NAFTA) implementation. Colorado, Oklahoma, New Mexico, and Texas Departments of Transportations coordinated with studies of the importance of the corridor. Texas voters passed the proposition one and seven in 2015 to move money into the highway fund. This resulted in the investiture in the Ports-to-Plains corridor in Texas. Interstate 27 from Lubbock to Amarillo was suggested to be extended from Amarillo to Raton, NM. This designation has occurred in federal legislation in the previous federal fiscal year. This P2P corridor will generate large boons for the gross domestic product (GDP), commerce, and return on investment for the United States. The corridor represents about twelve billion (\$12) dollars of cattle industry, and about \$2.4 billion of the cotton industry in Texas alone. There are ten (10) of the twelve (12) largest

cattle feed producers in the country within one hundred miles of this corridor. The cost is projected to be \$23.5 billion in Texas. New Mexico has new federal funding sources available to build the Interstate 27 Ports-to-Plains portion since the designation of the I-27. The New Mexico Freight Plan is now under review and recommendation to allow for more language about the Ports-to-Plains Interstate 27 corridor to be included for future leverage of the plan for funding sources. There is now a Raton Interchange study underway.



IX. Discussion/approval: NERTPO RTP update and update approval – (NERTPO Planners)

Mr. Sittig, NCNMEDD, presented the updates to the Regional Transportation Plan (RTP) This included updates to the table of contents, crash maps, data, the goals, priorities, performance measures, and strategies.

Approval of updates for the NERTPO RTP was made by Motion, Clay Kiesling, Union County. Second, Robert Thompson, Colfax County.

X. Discussion: NERTPO Planners/Program Manager Reports (NERTPO Planners)

Mr. Rodriguez III, EPCOG, updated membership about the November 30th Transit Rating and Ranking meeting and the December meeting that is usually cancelled. There will be a NMDOT quarterly report due on October 25th. The Annual Personnel Expenditure Report (APER) due in November. Mr. Rodriguez III thanked all the membership who made this meeting possible such as Colfax County and presenters. Mr. Sittig, NCNMEDD, echoed Mr. Rodriguez III about all of the upcoming reporting and the regional transit district that is being overseen by NCNMEDD.

XI. Discussion: NMDOT District IV Update (Mr. James M. Gallegos, PE – NMDOT District IV Engineer and NMDOT Staff)

Ms. Sandoval, NMDOT District 4 LGRF Program Planner, reminded membership about match waivers and deadlines.

XII. Discussion: Project Status Update (Local Government Members)

Chairwoman Jeffrey updated membership about projects in Springer, Maxwell, and Cimarron's Pavilion, Water, Wastewater, and road updates. Dallas Baker, Village of Mosquero, updated membership about Main Street beautification projects. Ken Flores, City of Santa Rosa, updated membership about water meter upgrade project, airport project, and Reilly Road TPF project. Mary Berglund, Village of Eagle Nest, update about projects on Fisherman's Lane, street sealing projects, senior center parking lot, and Well Creek bid project. Ernest Sanchez, Town of Clayton, updated membership about the Clayton Main Street project going out to bid.

XIII. New Business

- A. General Comments and Announcements from NERTPO members and Public Comment.
- B. Suggested Agenda items for upcoming meetings
- C. Meeting Location Amendments –
 - ❖ **November 23, 2022** – Wednesday November 30th, 2022, at 10:00 AM virtual
 - ❖ **December 2022** – Canceled



XIV. Adjournment

With no further discussion, Chairwoman Jeffrey asked for a motion to adjourn. Motion: Robert Thompson, Colfax County. Second: Clay Kiesling, Union County. Chairwoman Jeffrey adjourned the meeting at 12:57 PM.