

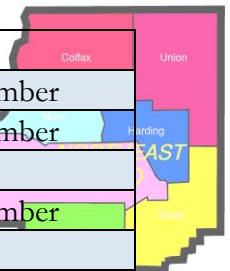
Meeting Minutes  
 Northeast Regional Transportation Planning Organization (NERTPO)  
 Village of Logan  
 108 A US HWY 54, Logan NM 88426  
 August 27, 2025  
 10:00 a.m.



**Meeting Attendees**

Present/Absent	Name	Entity	Voting/Alternate
Present	Heather Dostie	City of Santa Rosa	Alternate
Present	Ralph Lopez	City of Tucumcari	Voting Member
Present	Mishon Peay	City of Tucumcari	Alternate
Present	Victoria Villareal	Harding County	Voting Member
Present	Daniela Hammer	Harding County	Alternate
Present	Ferron Lucero - Vice-Chair	Town of Clayton	Voting Member
Present	Clay Kiesling	Union County	Voting Member
Present	Rachel Farnum	Union County	Alternate
Present	Julie Kulhan	Village of Angel Fire	Alternate
Present	Shawn Jeffrey - Chairwoman	Village of Cimarron	Voting Member
Present	Kaycee Sandoval	Village of Eagle Nest	Alternate
Present	Rodney Paris	Village of Logan	Voting Member
Present	Shawn Jeffrey	Village of Maxwell	Alternate
Present	Dallas Baker	Village of Mosquero	Voting Member
Present	Danny Laumbach	Village of Roy	Voting Member
Present	Cynthia Lee	Village of San Jon	Voting Member
Absent	Danny Gurule	City of Las Vegas	Voting Member
Absent	Arnold Lopez	City of Las Vegas	Alternate
Absent	Jason Phillips	City of Raton	Alternate
Absent	Scott Berry	City of Raton	Voting Member
Absent	Ken Flores	City of Santa Rosa	Voting Member
Absent	Glen Stevens	Colfax County	Alternate
Absent	Bret E. Wier	Colfax County	Voting Member
Absent	Rebecca Benavidez	Guadalupe County	Voting Member
Absent	Rudy Tenorio	Guadalupe County	Alternate
Absent	John N. Romero	Mora County	Voting Member
Absent	Monica Mondragon	Mora County	Alternate
Absent	Stephen Salas	Quay County	Voting Member
Absent	Daniel Zamora	Quay County	Alternate
Absent	Martin Aguilar	San Miguel County	Alternate
Absent	Benito Romero	San Miguel County	Voting Member
Absent	Ernest Sanchez	Town of Clayton	Alternate
Absent	Jennifer Portillos	Town of Springer	Voting Member
Absent	Vacant	Town of Springer	Alternate
Absent	Morris Madrid	Village of Angel Fire	Voting Member
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	Jamie Archuleta	Village of Eagle Nest	Voting Member
Absent	Alice Adams	Village of Folsom	Voting Member
Absent	Amanda Boggs	Village of Folsom	Alternate
Absent	Mignon Saddoris	Village of Grenville	Voting Member
Absent	Lynn Wiseman	Village of Grenville	Alternate
Absent	Tomi Miller	Village of House	Voting Member
Absent	Steve Foust	Village of House	Alternate
Absent	Jai Courtney	Village of Logan	Alternate
Absent	Carala Taylor	Village of Maxwell	Voting Member
Absent	Barbara June Melton	Village of Mosquero	Alternate
Absent	Telesfor Benavidez	Village of Pecos	Voting Member
Absent	Vacant	Village of Pecos	Alternate
Absent	Clayton Moore	Village of Roy	Alternate
Absent	Wade Lane	Village of San Jon	Alternate
Absent	Andres Martinez	Village of Wagon Mound	Voting Member
Absent	Colleen Engelhardt	Village of Wagon Mound	Alternate



Julie Surina, EPCOG  
 Sandy Chancey, EPCOG  
 Raymond Mondragon, EPCOG  
 Patrick Million, NCNMEDD  
 Aiden Beining, NMNMEDD  
 Felicity Fonseca, NCNMEDD  
 John Herrera, NMDOT  
 Monica Duran, NMDOT  
 Alison Gillette, NMDOT  
 Hallie Brown, DFA  
 Darla Munsell, Quay County  
 Quade Fury- Quay County  
 Richard Runyon, Dennis Engineering  
 Barry Bass, Village of Logan  
 Brandy Dietz- City of Raton  
 Stephen Salas, City of Tucumcari  
 Calvin Pearson, Harding County

#### **I. Call to Order**

The Meeting was called to order at 10:00 by Chairwoman Shawn Jeffrey

#### **II. Pledge of Allegiance/New Mexico State Flag**

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

#### **III. Welcome**

Chairwoman Jeffrey welcomed the attendees to the Village of Logan and thanked Village Administrator, Rodney Paris for hosting. Individual introductions were conducted by all in attendance and online.

#### **IV. Approval of Agenda**

Motion to approve the agenda as presented: Chairwoman Shawn Jeffrey

1<sup>st</sup> Motion- Cynthia, San Jon

2<sup>nd</sup>- Clay Kiesling, Union County

There being no opposition, MOTION CARRIES



**V. Approval of Minutes July 23rd Meeting.**

Motion to approve the minutes as presented:

1<sup>st</sup> Motion- Rodney Paris, Village of Logan

2<sup>nd</sup>- Cynthia Lee, San Jon

There being no opposition, MOTION CARRIES

**VI. Action- NERTPO Chair and Vice Chair Election**

**Motion for the Chair and Vice Chair to continue in their current capacity**

1<sup>st</sup> - Motion- Rodney Paris

2<sup>nd</sup>- Clay Kiesling, Union County

**VII. Presentation- Infrastructure Planning and Development Division-Update to MPOs and RTPOs, Summer 2025 Hallie Brown, Deputy Director, NM Dept of Finance and Administration**

- This organization provides technical assistance to all entities within the state, this includes; counties, municipalities, tribal organizations, special districts of government, etc. Their mission is to provide assistance through the duration of a given project, working as technical assistance advisors, planning partners, grant writers/seekers, etc.
- Her organization now runs the Infrastructure Capital Improvement Process (ICIP), meaning they assist their entities in leveraging state dollars to obtain Federal funding.
- The new ICIP system is launching on September 2<sup>nd</sup>. It will now be in an online, cloud based system.
- The bureau coordinates with the executive agencies to prepare the Executive Capital Budget, partnering with Legislative Council Services and Finance Committees on Capital Outlay Bills.
- The organization is split into four bureaus; Capital Planning and Policy Bureau, Capital Funding and Navigation Bureau, Federal Grants Bureau and Community Development Block Grants.
- Capital Planning and Policy Bureau assists with technical planning, capital budget, organizing ICIP for State agencies, administering federal fund questionnaire process, and overseeing the Capital Projects Management System (CPMS)
- The Capital Funding and Navigation Bureau –Aids in securing funding for entities and ensures sustainable funding decisions are made for infrastructure investments. Also administers Rural and Frontier Ombuds services – a service which aids rural/unincorporated communities by identifying resource gaps and establishing necessary connections between rural communities and local government.
- Funding Navigation Services – involves intake meeting which results in a comprehensive memo that outlines funding possibilities for a given project/community.

- New Mexico Match Fund – \$146 million dollars total allocation, all entities in New Mexico are eligible. Provides funding to meet minimum federal grant match requirements. This fund can cover; Matching Grants, Project Implementation, and Federal Compliance Offset. 40% of this pool of money is to be allocated to rural communities.
- Project Implementation Grants give communities an opportunity to communicate what is needed to implement project (acquiring professional services, completing case study, hiring new staff etc.) Can account for 5% of total funding.
- Federal Compliance Grants are available for projects that have Federal Compliance complexities that cause increased project costs.
- The Federal Grants Bureau provides assistance on grant acquisition, as well guiding entities through the following procedures. This bureau makes sure the grant is properly utilized, meaning the recipient is more likely to receive the next grant. This Bureau also oversees State and Local Fiscal Recovery Funds (SLRF) and the Federal Funds Initiative
- Community Development Block Grants (CDBG) are a federal funding opportunity that passes through the state. They provide ~\$11 million annually to projects across the state. There is no longer a cap for funding acquisition, nor is there a match for rural communities regarding CDBG funds. CDBG funding can be applied to wastewater, street repair/drainage, public facilities, housing/planning etc.
- Ms. Brown presented the dates for the Infrastructure Finance Conference, November 3-7 in Albuquerque



Q: Is there a cap on this Match Fund?

A: There is a \$10M cap, although she has not seen anyone need this much. You can get a grant for whatever the cost share is.

Q: Do applications need to be submitted before Federal deadline?

A: Technically not, applications are due within 120 days of Federal deadline, although there's not a case where you'd necessarily want to.

Q: Can you apply within 60 days of receiving notice of award?

A: This is no longer an option.

#### **VIII. Presentation- Capacity Grants- Sandy Chancey, Executive Director, EPCOG and NCNMEDD Staff**

- A large amount of Capacity Building Funds have been allocated to the 7 cogs
- EPCOG plans to use it for grant writing, specialized assistance and specialized training.
- EPCOG has a page on their website for request for training sponsorship.
- They have an RFP for on-call engineering to help with cost estimates, etc.
- Bringing in grant writers, facilitators, etc.
- Anything that could increase capacity is applicable.
- The Infrastructure Finance Conference will be covering Cooperative Procurement

Patrick Million began his presentation on Capacity Building

- NCNMEDD oversees 8 Counties and 290,000 people
- Provides Funding Research, identifying grant opportunities, writing grant applications, and developing project budgets.
- Develops timelines, delegates, develops metrics and performance measures, and ensures timely submission of grants.
- Technical assistance includes grant/project management, land use planning/codes and ordinance, etc.
- GIS Systems are an emerging facet of NCNMEDD's work.
- Mini Transportation Grants up to \$25k are still available but must be transportation related.
- Raton ADA Plan and NCRTD Siting via Wilson Engineering
- Going after a larger sum of money in the grant application process makes it more worthwhile. Seeking funds as early as possible makes your application more competitive. High impact projects in communities that lack capacity are the most appealing.



Mr. Million commented on how NCNMEDD only serves half of the NERTPO, but they were more than willing to provide informal service/advisement to any entity. Sandy Chancey said the same applied to them at EPCOG.

Mr. Million added that the Raton ADA plan was in the works, Alison Gilette clarified that an ADA plan is not necessary for any organization with fewer than 50 employees.

When asked if the Mini Transportation Grants could be used to fund signage, Mr. Million stated that it was not applicable to construction projects, it's for professional services only. Felicity Fonseca confirmed this and stated that the services included architects, engineers, etc. If these projects go over their 25k allotment, they are taken on a case by case basis as to where the remainder of the funding comes from.

#### **IX. NERTPO Planners/Program Managers Reports - (NERTPO Planners)**

- The idea was suggested that the town hosting the RTPO Meeting could give a brief presentation on their town
- Julie Surina will be attending the Outdoor Rec Conference in Gallup.
- The Outdoor Rec Grant application is due on 9/30.
- The Hometown Grant is due 9/17, however it will be available again Oct-Dec, Jan-Mar, April-June. It can be applied to virtually any community building project.
- The unofficial Rural and Tribal Program Grant deadline is October 8<sup>th</sup>, as they might stop taking applications before the portal closes.
- Trails Plus is due 9/30
- Athletic Brewing does Trails Grants, deadline is 9/30
- Preserve Legacy Route 66 Grant Fund is available for businesses on Route 66.

Monica Mondragon asked if the seasonal nature of the Hometown grant meant that applicants could apply each season, Julie Surina stated that applicants could only receive it once.

**X. Discussion: NMDOT District IV Update (District IV Engineer and NMDOT Staff)**

- LGRF Agreements that are expiring in December should be renewed now.
- Cover Letter and Resolution should be sent as complete packet
- Capital Outlay agreements should be arriving mid-September.
- TPF Match Waiver application deadlines will be the 26<sup>th</sup> of September.
- 17 TPF Projects have been awarded for a total of approximately \$17 million.
- Award letters will be sent out, confirming what amount will be needed for the Match.



**XI. Discussion: Project Status Update (Local Government Members)**

Rodney Paris mentioned his approval for a Outdoor Marketing Coop Grant which awarded \$47k in funding. This grant can include social media promotion, photoshoots, television ads etc.

Shawn Jeffrey confirmed the Folsom County community center project is 50% finished and that Cimarron's Wastewater project is underway. Springer has finished TPF.

Ferron Lucero with the Town of Clayton has two TPF Projects. Closed out Wilson Street and implement the finishing touches. Loves TPF project is ongoing. They've also received funding to begin work on the new Event Center. They are also in the process of developing a sludge removal site.

Ralph Lopez with the City of Tucumcari has two airport projects in the works in conjunction with the DOT Aviation Division. Their Wastewater project is also underway. They are leveraging Capital Outlay Grants as well as applying for the Trails Plus Grant and QOL.

Julie Kulhan said Angel Fire's new tank project is almost done and closing out their TPF project.

**XII. New Business**

**A. General Comments and Announcements from NERTPO members and Public Comments**

Ray Mondragon spoke about the Route 66 centennial celebration, stating that 1,306,000 will be awarded by the Route 66 Commission to Route 66 communities for marketing, promotion, infrastructure, etc. Celebrations for the centennial will be held in Gallup.

Harding County will be conducting a Halloween Rodeo on 10/25.

Tucumcari will be holding an event downtown on 9/13 including a car show, live music and vendors.

**B. Suggested agenda items for upcoming meetings**

Transit Rating and Ranking for November

**C. Meeting Location Amendments**

September 24, 2025 - **Skipped**

October 29, 2025 (Moved up from the 22<sup>nd</sup>)- Tucumcari

November 19, 2025 (Moved down from the 26<sup>th</sup>)- Angel Fire

**XIII. Adjournment**

With there being no further business to discuss, the meeting was adjourned by Chairwoman

Shawn Jeffrey at 11:33 A.M.

1st Motion- Julie Kulhan, Angel Fire.

2nd- Cynthia Lee – San Jon.



**APPROVED BY:**

\_\_\_\_\_  
NERTPO Committee Chair/Vice Chair

\_\_\_\_\_  
Date

**ATTESTED BY:**

\_\_\_\_\_  
NERTPO EPCOG Program Manager

\_\_\_\_\_  
Date

**ATTESTED BY:**

\_\_\_\_\_  
NERTPO NCNMEDD Program Manager

\_\_\_\_\_  
Date