
NWRTPO | Northwest Regional Transportation Planning Organization
Joint Policy & Technical Committee
NWRTPO Meeting Minutes

Wednesday June 13, 2018
10:00 a.m. – 2:00 p.m.
San Juan County Fire Operations Center
209 South Oliver Drive, Aztec, NM

ATTENDANCE:

Local & Tribal Governments:

Pueblo of Acoma	Dave Deutsawe
Pueblo of Laguna	Ray Lucero – absent
Pueblo of Zuni	Royce Gchachu – absent
Navajo Nation	Eastern Navajo: Rosilyn Smith – absent Northern Navajo: Larry Joe – absent
Ramah Navajo	Danny Lee, Shane Lewis
Farmington MPO	Vacant at this time
City of Grants	Don Jaramillo
City of Gallup	Alicia Santiago
Village of Milan	Jack Moleres – absent
Cibola County	Judy Horacek – absent
McKinley County	Jeff Irving– Chair
San Juan County	Nick Porell - host

Technical Agencies:

New Mexico Department of Transportation:	G-2-G Unit: Neala Krueger
	DOT District 5: Stephen Lopez
	DOT District 6: absent
	DOT Tribal Liaison: Ron Shutiva - absent
	DOT – LTAP:
	DOT Admin:
Bureau of Indian Affairs	TTP:

NWRTPO Administration:

Northwest Regional Planning Organization	Robert Kuipers
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Guests: 0

TOTAL ATTENDANCE: 5 Members, 2 alternate members, 2 NMDOT, 1 RTPO Staff, 0 guests – TOTAL: 10

- I. **Call to Order and Introductions:**.....Jeff Irving, NWRTPO Chair
 - Jeff Irving called the meeting to order at 10:15 am, welcomed those in attendance, and proceeded with introductions and approval of agenda and minutes. The meeting was hosted by San Juan County with special thanks for coffee, snacks and lunch provided.
- II. **Review & Approval of Agenda:**.....Jeff Irving
 - Motion to approve agenda made by Don Jaramillo, Grants; seconded by Nick Porell, San Juan; all in favor, none opposed.
- III. **Approval and Review of Minutes for June 13, 2018 meeting:**.....Jeff Irving
 - Motion to accept meeting minutes made by Dave Deutsawe, Acoma; seconded by Alicia Santiago, Gallup; all in favor, none opposed.

ACTION ITEMS:

- IV. **NWRTPO FFY2019 – 2020 Regional Work Program:**.....Robert Kuipers, RTPO Staff

BACKGROUND
<ul style="list-style-type: none">• Why? Every two years the NWRTPO Tech. & Policy Committee must review, discuss, update, approve and authorize a biennial Regional Work Program that governs the services provided by RTPO staff.• Purpose. Insure that the work program functions and allotted time commitments best serve the work and interests of the NWRTPO for the federal fiscal years ahead (October 2018 – September 2020)• Discussion/Finalization. RTPO members will review, discuss, edit if necessary through discussion, and approve / authorize the work categories and time allocations for the forthcoming year.

WORK TO DATE
<ul style="list-style-type: none">• RTPO staff are proposing a RWP with adjusted work program time allocations for FFY 19 - 20, based on experience with time demands for the six program function categories.

ANTICIPATED WORK
<ul style="list-style-type: none">• RTPO members will review and discuss the proposed RWP and work function time allocations to authorize the RWP for FFY-19 (Oct., 2018 – Sept., 2019) and FFY-20 (Oct. 2019 – Sept. 2020)

ATTACHMENTS
<ul style="list-style-type: none">• RTPO FFY 2019 – 2020 Regional Work Program with new staff time allocations for the work function categories for FFY-19.

BUDGET IMPACT
<ul style="list-style-type: none">• No impact on final budget other than relevance to time and funding allocated to support the various work program function categories for the upcoming FFY-19.

ACTION ITEM
<ul style="list-style-type: none">• Policy action to approve and authorize the NWRTPO Regional Work Program for FFY 19 - 20.

Discussion:

- Very little discussion as RWP functions remain the same – just changes in some of the staff time allocations. Motion to approve: Don Jaramillo, Grants; Second: Dave Deutsawe, Acoma; all in favor, none opposed

DISCUSSION / PRESENTATION ITEMS:

V. Northwest NM Regional Transportation Plan Update:.....Robert Kuipers

BACKGROUND

Why? One of the major functions of the Northwest RTPO is to develop, coordinate, and evaluate our regional long-range transportation plan (RTP). All projects need to be aligned with this plan in order to advance the strategies, goals, and performance measures outlined within the RTP. More specifically, Function #1: “Long-Range Planning and Implementation”, includes the following tasks:

- Review and update the RTP, including tasks and goals, at least once every four years in coordination with the NMDOT Long Range Plan update.
- Implement performance measures developed in RTPO RTP. Create and implement a strategic plan for implementation of the action items identified by RTPO members and stakeholders as part of the RTP development process.

Purpose. This discussion will continue an annual process of updating and evaluating our RTP, including:

- Provide an overhaul of our current RTP at least once every 4 years,
- Review staff recommendations for an RTP update which occur on an annual – ongoing basis,
- Continue the conversation on updating or adding performance measures, and
- Review staff’s Implementation Evaluation spreadsheet/report.

Discussion/Finalization. Staff will provide a presentation on this information and engage members in a discussion on how to move forward.

WORK TO DATE

- RTPO staff are reviewing the RTP and compiling a report of recommendations to update it.
- RTPO staff created an Implementation Evaluating spreadsheet to track and evaluate goals, strategies, tasks, and performance measures.
- RTPO staff researched other RTPs and Federal guidance.

ANTICIPATED WORK

- Complete revision updates to the RTP; members are asked to contribute – go on the web to: www.nwnmcog.com – under “Our Programs” go to RTPO – important documents – NWRTP Update 6/17
- Continue research and work on performance measures, data, and evaluation.

ATTACHMENTS

- NWRTP Long Range Transportation Plan – available at NWNM-COG / RTPO website
- RTP Review & Update Recommendations Report – forthcoming in advance of June meeting
- Implementation Evaluation – ongoing updates

BUDGET IMPACT

- None.

ACTION ITEM

- This is a discussion item only, unless the Committee provides direction to staff.

Discussion: Mr. Kuipers covered concerns regarding lack of input from RTPO members – please review the sections of the plan and let us know if there are edits (additions / deletions) for your respective local transportation development that bears significant regional impact / benefit. Try to get any recommendations to Mr. Kuipers in the next few weeks.

VI. NWRTPO Call for Projects:.....Robert Kuipers

BACKGROUND
<ul style="list-style-type: none"> • Why: The NMDOT distributes federal funding for transportation maintenance and development to metropolitan and rural regions of the state. With limited funding available to rural areas, it is important to have a prioritized list of viable (qualified) projects for funding. • Purpose. The NWRTPO undertakes a new Regional Transportation Improvement Program Recommendations (RTIPR) list of projects that qualify for federal funding in two year cycles. • Discussion/Finalization. The NWRTPO will undertake this project qualification / prioritization process commencing in June, 2018 and completing in March, 2019 with an updated RTIPR.
WORK TO DATE
<ul style="list-style-type: none"> • An updated Call for Projects Guide has been developed to guide the NWRTPO members through the process for identifying qualified projects, and assessing their readiness for phased development, as well as competitiveness for funding. • In previous cycles, the NWRTPO has trimmed it’s RTIPR from \$350 million, with many projects that did not qualify for federal funding, down to \$65 million, with all projects listed qualifying for federal funding through the state. The actual documented need for our three-county region of New Mexico is cited at \$777 million.
ANTICIPATED WORK
<ul style="list-style-type: none"> • The NWRTPO will commence the RTIPR update in June of 2018. The process will run through March of 2019, with a) submission of Project Feasibility Forms (PFF) due July 31, which if approved as viable for federal \$, will follow with b) submission of Project Prospectus Forms (PPF) due Oct. 26. c) For projects that compete for prioritization, the NWRTPO hears and scores presentations on project need and readiness from each jurisdictional representative. d) The NWRTPO then drafts the RTIPR update, and approve / authorize it in collaboration with the DOT Districts 2/13/19 at DOT-6. e) From there, each DOT District prioritizes projects from their participating RTPO’s for the DOT District RTIP – referred to as the “Zipper” because it blends projects from several RTPO’s – DOT Dist. 6 at 3/13/19 meeting; DOT Dist. 5 sometime thereafter. • Once projects are cited in the DOT District RTIP, they are within 4-5 years of getting funded, or may need to be re-authorized by the RTPO and DOT District for future funding.
ATTACHMENTS
FFY 19 – 20 NWNM Call for Transportation Projects Guide (and schedule)
BUDGET IMPACT
None
ACTION ITEM
No action now. Members are anticipated to work through their respective governments, to prepare PFF submissions during the summer of 2018, according to the Call for Projects schedule.

Discussion:

- Robert Kuipers reminded members that the Call for Transportation Projects for the next two year RTIPR cycle (FFY19-20) is commencing this month. Bob has and will re-send the FFY19-20 NWRTPO Call for Projects guidance to all members for review. All projects in the current RTIPR will need to be re-submitted with new PFF’s. Mr. Kuipers discussed some of the meetings that will be key to the process including:
 - July 31 – PFF’s due
 - August – **(need to set date with DOT-6 – SOON!)** – project consultation session with DOT to determine which projects will proceed with Project Prospectus Forms (PPF’s now replacing PIF’s) for inclusion in the new RTIPR, and which projects (by not qualifying for federal funds through the state) will need to seek alternative funding sources.
 - October 26: PPF’s and TAP/RTP applications due
 - December 12: Ramah Navajo meeting: Project presentations for those competing for prioritization in the RTIPR
 - February 13: NWRTPO finalizes the RTIPR
 - March 13: Zipper meeting to combine NWRTPO, MRTRPO and SWRTPO projects in the DOT District 6 RTIP (“zipper”)

VII. RTP / TAP / CMAQ Update:.....Robert Kuipers, Neala Krueger – DOT Planning Liaison to NWRTPO

BACKGROUND

- **Why?** While TAP, RTP and CMAQ projects have generally the same timeframe as all other RTIPR projects, each has it’s own separate application, related to multi-modal issues and characteristics. At this time NMDOT staff have updating PFF’s and Applications for TAP and RTP, and are finalizing the CMAQ documents and process at this time.
- **Purpose.** Prepare RTPO members with an interest in multimodal transportation development and related economic opportunities to submit project applications and related “Call for Projects” required documents in a proper and timely fashion.
- **Discussion/Finalization.** RTPO staff and DOT Liaisons will cover the process based on what we are aware of at this time, now that DOT has finalized the applications and process.

WORK TO DATE

- NMDOT Planning Bureau staff have finalized the application and PFF forms and process.
- The CMAQ opportunity will include multimodal preventive strategies, as opposed to strictly air quality mitigation, since there are now surplus funds available to / through the state.
- RTPO staff have kept members informed as the PFF’s and applications along with process were finalized.

ANTICIPATED WORK

- RTPO members may anticipate developing proposals, with finalized forms and process now complete for TAP and RTP. Completion for CMAQ forms and process is anticipated soon.

ATTACHMENTS

- TAP / RTP / CMAQ Guidance from NMDOT to date.

BUDGET IMPACT

- No impact for the RTPO budget; potential funding for member governments.

ACTION ITEM

- Information item only

Discussion: No discussion – members are aware of and are commencing the process.

VIII. NWRTPO Regional Work Program Status Report:.....Robert Kuipers, NWRTPO Staff

BACKGROUND

Why? Due to a NMDOT Office of Inspector General (OIG) Audit and subsequent findings, NWRTPO staff met with NMDOT Planning Bureau staff to develop a corrective action plan (CAP).
Purpose. As part of our CAP RTPO staff will provide monthly reports showing line item budget expenditures and staff hours in comparison with the approved Regional Work Program (RWP) Budget.
Discussion/Finalization. Based on this monthly analysis and report, staff will better manage time and funding investment, and assess where and when to seek a RWP amendment if needed.

WORK TO DATE

- RTPO staff met with NMDOT staff on 12/7/16 to review a draft corrective action plan, detailing specific actions and controls in a number of areas to assure stronger compliance to the RWP budgeted time and financial allocations.
- The Corrective Action Plan has been finalized and is now being executed – Corrective Action Review is almost complete.
- RTPO staff continue providing reports at monthly meetings
- In Quarter 2, RTPO staff submitted Amendment #1 to modify our hours per function and annual RTPO FFY17 budget, as approved by the RTPO Committee (February 2017). RTPO members approved amendment #2 for our biennial work program at our 12/13/17 mtng; adjusting hours based on FY17 experience and expectations for FY18, Amendment 3 has been submitted for NMDOT & FHWA approval.

ANTICIPATED WORK

- Ongoing reports to the NWRTPO members at monthly meetings.
- RWP amendment requests may be anticipated, as time and budget demands may vary as the fiscal year progresses.
- Our annual Quality Assurance Review (QAR) occurred on April 12th, 2017; which provided a good check-up on how the RTPO is performing.

ATTACHMENTS

- RWP & Budget Monthly Report

BUDGET IMPACT

- None.

ACTION ITEM

- This is a monthly report item only.

Discussion: Robert Kuipers presented this routine item and explained the hours worked and the budget to date.

IX. Reports, Updates & Announcements:

BACKGROUND

- **Why?** Update RTPO members on news, training, funding, and other items of special interest
- **Purpose.** Keep RTPO members up to date on critical information from NWRTPO, NMDOT and USDOT / FHWA sources.

Informational Items

Regional News & Updates

- RTPO Report
- Member Reports

Member Special Reports:

- None submitted prior to the meeting

NMDOT Reports:

- G to G Liaison: Neala Krueger
- Tribal Liaison: Ron Shutiva
- District 6: JoAnn Garcia & staff; District 5: Steve Lopez
- DOT Planning Unit – Govt. to Govt. Weekly Updates

Training & Funding Opportunities

- Funding Opportunities: USDOT / FHWA – BUILD grant – (potential source for large / expensive projects – applications due July 19, 2018)
- Training: Open Meetings Act / IPRA Compliance – 8/24/18 – El Morro Event Center, Gallup

New Business / Open Floor:

- No requests in advance of this meeting.

A. RTPO Report – May 2018

- **Local Plan Development:** RTPO staff are assisting the City of Gallup, along with Wilson & Co. Engineering, for development of a Community Transportation Safety Plan. RTPO staff assisted the City of Grants, along with Wilson & Co. Engineering, for development of a Thoroughfare Plan along with mid to long range transportation planning.
- **FFY 19 -20 NWRTPO Call For Projects Cycle Begins:** The NWRTPO will commence another Call for Projects cycle that runs from June, 2018 through March, 2019. Members have been informed and provided initial Call for Projects guidance for updating the RTIPR for both new and existing projects. Further discussion is anticipated for this June 13 meeting, as NMDOT has updated project forms, and members will submit new PFF's for projects already in the RTIPR, along with new proposed transportation projects.
- **TAP/ RTP / CMAQ (Congestion Mitigation & Air Quality) Funding:** An opportunity for CMAQ funding is now available for rural regions and RTPO's in the Spring of 2018. This funding will be less restricted by air quality mitigation, and will support preventive options such as multi-modal trails, school bus retrofits, and transition to natural gas for transit fleets - etc. CMAQ, TAP (*Transportation Alternatives Program*) and RTP (*Recreational Trails Program*) funding opportunities and application process will be discussed at our 6/13/18 meeting, now that NMDOT has finalized the application forms and process.
- **4 Corners Counties Collaborative Meetings:** RTPO staff continue to support meetings that include all interested / participating counties within Arizona, New Mexico, and Utah, that are part of Navajo Nation lands, along with BIA and Navajo Nation representatives. This group continues to seek ways to find more cost and time efficient transportation development and maintenance through cross-jurisdictional agreements.
- **GIS Data Gathering, Mapping and Compiling Work:** RTPO staff will continue to reach out to our three Pueblos – Laguna, Acoma and Zuni regarding the opportunity to include their transportation mapping and data into our regional portfolio, based on what each Pueblo is willing to share. COG staff continue to provide technical assistance and GIS mapping for development of 66 new miles of recreational trails in the Zuni Mountains in McKinley and Cibola Counties during the course of FFY18 – FFY19; and continue contributing GIS mapping for regional transportation infrastructure.
- **NWRTPO Regional Transportation Plan:** RTPO staff are conducting annual updates to our R.T.P. at this time, and welcome any recommendations from RTPO members, who have also been asked to review the RTP and provide update recommendations related to plan citations for their respective government's service areas.
- **BUILD Grant Opportunity:** This major grant opportunity (**Better Utilizing Investments to Leverage Development**) is **due July 19**. More guidance will be provided at this meeting, related to recent webinars regarding this funding opportunity. Dave Deutsawe reminded that an updated SAMS number is required to apply for the BUILD grant.

B. Local Member Reports & Updates:

1. Pueblo of Acoma:

- CMGC projects are all complete with final close-out at the end of January; FHWA would like to present a "case study" on Acoma's CMGC success. A preliminary proposal for CMGC 2.0 Request-for-Proposals will be submitted to FHWA as their second round commences in the near future. The Pueblo has been asked by FHWA to assist other tribes in their development of CMGC proposals.
- The Pueblo will commence an update to their Long Range Transportation Plan this month.
- BIA Legacy Projects:
 - SP302 GE Pino Roads – BIA requested additional design work at the 100% review – awaiting contract modification to begin new work
 - Mesa Hill Road – ready to construct
 - SP27 San Jose River Bridge – BIA approved additional \$12K for drainage improvements – RFQ will go out in June.
- FEMA: The Pueblo is completing worksheets in June. (102 worksheets for 180 sites) Acoma is now the second Native American Tribe in the nation to achieve "Self-declaration" for FEMA assistance, related to 181 FEMA sites resulting from October 2016 major flooding for the Pueblo. FEMA is now in Acoma assessing all these sites with 102 project worksheets for the 181 sites, and \$6.5 million available for restoration.
- There will be a kick-off meeting soon for Pinsbaari Drive Corridor Development Plan, for multi-modal enhancements to this corridor
- The Pueblo's Planning and Engineering Dept. is now housed in the Community Development Office.

2. Pueblo of Zuni: Report provided via email
 - Pueblo has engaged a consultant to perform traffic data collection, traffic counts, and some infrastructure design work.
 - Continuing “Old Gallup Road” reconstruction at this time – finishing asphalt pavement milling, and starting on subgrade preparation and installation of turnout pipes.
 - Resume Mahkee Drive project installing concrete stem walls and drainage structures.
3. McKinley County:
 - Johnson Road Project: On hold with some issues to work out with Navajo Nation to move forward and complete construction this season.
 - TIF: \$1.2 million awarded for Deer Springs Road – Mexican Springs Chapter
 - The County was awarded \$1.3 million for CR19
 - The County is considering dropping maintenance services on non-county owned (ROW) roads
4. San Juan County:
 - Received \$2.5 million in Capital Outlay funds for bridge 8130 on CR5500
 - County has purchased road crack-seal equipment
 - The County has active projects for TAP and RTP:
 - TAP: multi-use trail in Kirtland
 - RTP: developing 80 miles of motorized and non-motorized trails on BLM lands
5. Gallup:
 - COOP program and bond projects are under construction for mill and overlay of City streets, including West Jefferson.
 - CDBG project will target Vista Avenue in the Sky City neighborhood
 - In close-out on Allison and NM118 projects with NMDOT.
 - LTAP – May 30 – ADA compliance training at the El Morro Event Center went very well
6. Milan: No report this meeting
7. Ramah:
 - Ramah Navajo has a new primary representative – Shane Lewis introduced Mr. Danny Lee, as the new primary representative to the NWRTPO for Ramah Navajo; Shane will remain the alternate.
 - BIA Projects Update: BIA125 MP 0 – 4.4, BIA125 MP 18 – 24.5, BIA 195 @ 30% design. BIA145 and BIA113 are pending public involvement meeting to determine proposed alignment. BIA125 MP 18 – 24.5 Public Involvement Meeting completed on May 2 at Ramah Chapter. Completed design review and modified with input.
 - Ramah Chapter is looking for a new backhoe and tractor
 - Working toward MOA’s with McKinley County and Cibola County for road responsibilities.
 - Ongoing general maintenance for area roads, cattle guards and signage, pot holes and base course patching (incl. school bus routes). Cleaning and replacing roadway signs.
8. Cibola County: No report this meeting.
9. Grants:
 - Airport Runaway: the lights are now fixed
 - George Hanosh: is completed and in close-out
 - Riverwalk trail: almost done with Right of Way; construction to follow
 - 2nd St. project – 90% review completed in April and a couple items to address. Looking at construction for 2019.
 - 1st Street phase 3 and 2nd Street phase 5 at 90% design; aggressively seeking construction funding.
 - The next major project will Roosevelt Road and Bridge.

- 2nd Street Channel: working with the School District on a flood prevention project, including improving the channel.

10. Pueblo of Laguna: not present – below is the May report for Laguna

- L26 Rainfall Road and trail design: 100% complete – PS&E meeting is being scheduled with construction this season.
- L24 Rainfall Road: design being changed to two phases, to focus on a) road improvements; and b) concrete box culvert under I-40 separately.
- L26 Deer Dancer Road & L243 Acorn Road: moving into 90% design – this project will need a better ROW description.
- M137 San Jose Bridge Replacement project: construction phasing will improve one lane at a time to allow uninterrupted access. The first lane has been complete.
- M154 Paguete Wash Bridge: Award pending for engineering services to complete PER.
- L503 Veterans Road: mill, overlay and striping to be bid in May; added two additional routes
- M108 San Jose bridge - Seama: PS&E complete, pending ROW amendments approval from Tribal Council.
- Planning & design RFP for L248 Bluejay Road, and L248 Blue Star Loop; project planned to commence in June, 2018.
- Two NMDOT-related projects within the Pueblo lands NM124 and L26 intersection was funded by TIF. TIF Projects:
 - NM124 & L22 Casa Blanca Road intersection PER completed @ 30%; progress and options to be presented to NMDOT Dist. 6.
 - I-40 108 Interchange corridor study in progress, will be completing 30% review.
- Safety Plan meeting is being scheduled, hoping to include Cibola County in this process as a stakeholder.
- NMDOT projects within the Pueblo lands:
 - Interstate 40-108 interchange corridor study were published – proposals received and will be awarded at Tribal Council meeting – Jan. 13 (TIF project)
 - NM State Road 6 – CN6100910 & CN6100911 OGFC and punchlist planned for April, 2018.
 - TAP trails – Bay Tree Rd to L22 Casa Blanca Road has been bid and awarded. Working on a project addendum – the design of a wash crossing.

11. Northern Navajo: Report provided via email

- N571 – Gadihii-Tokoi Chapter submitted LGRF application for this road – awarded \$200K for gravel and chip-seal improvements.
- N57 – same Chapter (above) submitted NM Capital Outlay application for repairs to this road – awarded \$200K.
- N5004 - Sheep Springs Chapter awarded \$50K from LGRF for gravel / stabilization improvements
- Working with NMDOT and Wilson Co. for improvements to US64, Shiprock to AZ state line
- NDOT considering realignment (via new bridge) for the N368 bridge at San Juan Chapter to improve connectivity to Hwy 64 near the Hogback Store.

12. Eastern Navajo: Report provided via email

- Reference attached report

C) State DOT Reports:

1. Planning / Govt. to Govt. Unit Liaison – Neala Krueger:

- Nothing new to report other than what Bob and Neala already reported in the above agenda items.

2. NMDOT Tribal Liaison – Ron Shutiva: No report this meeting.

3. DOT District 5 – Steve Lopez:

- Water Flow Chapter: Wilson & Co. are designing a road to connect N36 and US64.
- Gadihii Chapter: DOT doing intersection improvements

4. DOT District 6 – JoAnn Garcia: No report this meeting.

5) Central Regional Design / FHWA / Other: No report this meeting.

X. New Business / Open Floor – Members & Guests: No new business presented.

XI. Review Calendar & Announcements

- FHWA Office of Planning, Environment & Realty / Human Environment Digest: 5/17/18 edition, 5/30/18 Spring Quarterly Newsletter – emailed to members as they came out
- Govt. to Govt. Updates: Weeks of 4/30, 5/7, 5/14, 5/21, 5/28 – emailed to members as they came out.
- Training and Funding Opportunities: emailed to members as they came out: BUILD Grant due July 19 / Open Meetings Act / IPRA Compliance Training – 8/24/18 Gallup Event Center – 210 S. Second St.)
- BUILD (Better Utilizing Investments to Leverage Development) Grant opportunity: continued emailing members as news came out
- ADA Compliance Training: May 30 in Gallup, May 31 in Farmington – emailed to members May 10
- Rural Community Development Initiative (RCDI) Grant opportunity: application due June 25.
- American Indian Tourism Conference: to be held at Isleta Resort / Casino Sept. 17-20, 2018
- Open Mtng.s Act / Inspection of Public Records Act Training: this Training hosted by NM Attorney General to occur 8/24/18 in Gallup – emailed to members on 2/22
- CMAQ (Congestion Mitigation & Air Quality) Funding Opportunity: This funding opportunity is currently available; and may include such things as multi-modal trails, school bus retrofits, and transition to natural gas for transit fleets. Anticipating application guidance from NMDOT Planning in the near future.
- NMDOT TAP and RTP Call for Applications: Call for project applications has been issued from NMDOT – forwarded to members on 6/1/18 – application process to be covered at this meeting, and all required documents are in this meeting package.
- Tribal Transportation Program: announcing Tribal GIS Transportation Tools Suite, and seeking coordination with BIA to synchronize this tool with the BIA system – “RIFDS”.
- Tribal Transportation Program Coordinating Committee (TTPCC): meeting minutes – May 1-3, Shawnee, Oklahoma
- NMDOT Public Involvement Plan: emailed survey link to members on 5/31/18, encouraging our contribution of public participation strategies that have worked well.
- Project Prospectus Form (PPF) replaces Project Identification Form (PIF): For the upcoming Call for Projects, we have a new form replacing the PIF; the new PPF is part of this meeting package, and the process is covered in this meeting.
- Local Government Road Fund (LGRF): reminder that LGRF Agreements are due to NMDOT by 8/30/18 – emailed to members on 6/7/18

XII. Next Meetings:

- **July 11:** Ashiwi College & Career Center, 67 Rt. 301 North – off NM53, Zuni, NM
- **August 8:** Laguna Public Works Department Office, Pueblo of Laguna, NM
- **September 12:** Tribal Auditorium – Pueblo of Acoma, 33 Pinsbaari Drive, Acoma, NM

XIII. Adjournment

At 12:30PM, motioned for meeting to adjourn by Dave Deutsawe – Pueblo of Acoma, seconded by Alicia Santiago - Gallup; passed by consensus, none opposed.

MEETING ACTIONS:

RTPO Members:

- Give consideration to the CMAQ grant opportunity – applications coming in Spring of 2018.
- Prepare for the upcoming Call for Projects cycle: **members will be required to submit new PPF’s for all projects already cited in the RTIPR, along with any new projects they are interested in.**

RTPO Staff:

- Distribute the schedule developed that provides annual or multi-year deadlines for all RTPO deliverables including reports – quarterly and annual, RTIPR Call for Projects cycle, Regional Work Program updates or amendments, and governing document updates (*Bylaws, Open Meetings Act Resolution, Title VI Plan, Public Participation Plan, Official Membership Roster*)
- Continue to update the Reg. Trans. Plan tracker instrument and pursue relevant information.
- Maintain appointment forms as members transition.
- Keep members informed on CMAQ (Congestion Mitigation / Air Quality) grant opportunity

- Keep an eye on federal funding for public transportation, and inform our regional 5310 & 5311 providers and RTPO members of any pending changes
- Continue collaborating with Northern Pueblos RTPO for development of the RISTRA / Panoramic real-time / transparent project development status website.

NMDOT Staff:

- Continue to press for LTAP “cradle to grave” comprehensive project development training.
- Assist in arranging a presentation on the new HSIP process from James Mexia.
- Continue to assist with information on the latest Transportation Bill, and the NMDOT Funding Formula.
- Technical assistance with locating data sets for RTP performance measures.

Thanks to San Juan County

