



**Mid-Region Council of Governments
MRRTPO COMMITTEE**



Thursday, February 20, 2020 9:30a.m. - 11:30 a.m.
809 Copper Avenue NW, Albuquerque, NM 87102
**Please note that tele-communication will not be provided.*

DANIEL WHITE, CHAIR	DEBBIE ORTIZ, VICE-CHAIR
AGENDA	
<ul style="list-style-type: none">• Call to Order: The presence of a quorum will be noted• Approval of agenda for February 20, 2020• Approval of meeting summary for December 19, 2019	
PUBLIC COMMENT	
<i>TO ADDRESS THE RTPO COMMITTEE, REGISTER WITH THE COMMITTEE CHAIR PRIOR TO CALL TO ORDER.</i>	
ACTION ITEMS	
<ul style="list-style-type: none">• No Actions items	
DISCUSSION ITEMS	
<ul style="list-style-type: none">• RTP Update process, distribute copies of current RTP for review• RTIPR and the LGTPF update	
REPORTS	
<ul style="list-style-type: none">• MRRTPO Report: <i>Sandy Gaiser</i>• Member Report: <i>All members who wish to report</i>• NMDOT Liaison Report: <i>Neala Krueger</i>• NMDOT Tribal Liaison Report:• NMDOT District 5 Report:• NMDOT District 6 Report: <i>JoAnn Garcia</i>	
COMMITTEE MEETING ADJOURNMENT	
NOTES	
<p>Next Meeting: April 16, 2020</p> <p>Hosting Agency: Mid-Region Council of Governments Location: 809 Copper Avenue NW, Albuquerque, NM 87102 Time: 9:30 am – 11:30 pm</p>	
<i>Anyone requiring special accommodations is requested to please notify the MRCOG office at 247-1750 at least seven (7) days prior to the meeting.</i>	



MID-REGION COUNCIL OF GOVERNMENTS
RURAL TRANSPORTATION PLANNING ORGANIZATION

Meeting Summary
Thursday, December 19, 2019 9:30 a.m. – 11:30 a.m.
 809 Copper Avenue NW, Albuquerque, NM 87102

VOTING MEMBER			
ORGANIZATION	MEMBER	MEMBER	ALTERNATE
City of Moriarty	X	Debbie Ortiz, PHTC (<i>Vice-Chair</i>)	Bob Hudson, Airport Manager
Town of Edgewood		John Basset, Mayor	Juan Torres, Clerk-Treasurer
	X		Korrina Christensen
Town of Estancia		Sharalynn Lucero, PHTC	Nathan Dial, Mayor
Pueblo of Jemez	X	Sheri Bozic, Director – Planning & Development Director	X Amanda Rubio, Transportation Project Manager
Pueblo of Laguna	X	Gaylord Siow, Transportation Specialist	X Sharon Hausam, Planning Program Manager
Pueblo of Zia		Deborah Anyaibe, Public Works Director	Andrew Toribio, Public Works Manager
	X		Leon Gachupin, Road Maintenance Supervisor
Town of Mountainair		Dennis Fulfer, Clerk	X Debbie Ortiz, PHTC
Village of Encino		Loretta Chavez, Clerk/Treasurer	Boyd Herrington, Mayor
Santa Fe County	X	Brett Clavio, Transportation Planner	Robert Griego, Planning Division Manager
			Maria Lohmann, Planner
Village of San Ysidro		Steve Lucero, Mayor	X Daniel White, Marshal, (<i>Chair</i>)
Torrance County		Leonard Lujan, Road Superintendent	X Wayne Johnson, County Manager
			Cheryl Allen, Grants Coordinator
Sandoval County		Amy Griffin, R.O.W. Specialist	David Martinez
	X		Roseanne Verela
ELIGIBLE BUT NOT PARTICIPATING			
Jicarilla Apache Nation		Duane Sandoval, Engineer/Planner	Prestin Duncan, Engineer Tech
Village of Cuba		Richard Velarde, Mayor	X Gilbert Dominguez, Mayor Pro-Tem
			Vandora P. Casados, Clerk
Village of Jemez Springs		Roger Wilson, Trustee	<i>Pending</i>
Village of Willard		Robert Chavez, Mayor	Angelina Halbert, Clerk

STAFF			
Mid-Region RTPO			
	X	Sandra Gaiser, Regional Planning Program Manager	
	X	Maida Rubin, Regional Planner	
	X	Payton Showalter, Regional Planner	

NON-VOTING ASSOCIATE MEMBER			
Step Into Cuba Alliance		Sally Davis, UNM Prevention Research Center	

	Richard Kozoll, MD
--	--------------------

NON_VOTING ADVISORY MEMBER	
ORGANIZATION	MEMBER
FHWA	Pending
NMDOT – District 5	Paul Brasher, District Engineer
	Manuel Miestas, T/LPA Coordinator
	Arif Kazmi, Engineering Support
NMDOT– District 6	Jan Niclos, Engineer Support
	X JoAnn Garcia, LGRF, Capital Outlay, T/LPA Coordinator
	X Marticia Holiday, Co-ops
	Bill Santiago, Local Government Coordinator
NMDOT Regional Design Centers	X Luke Smith – Central Region Design
	Manuel Maestas – North Region Design
NMDOT – Planning Division	Jessica Griffin, Planning Bureau Chief
	Rosa Kozub, G2G Supervisor
	X Neala Krueger, RTPO Liaison
	X Ron Shutiva, Tribal Liaison
	Shannon Glendenning, BPE Coordinator
	Sky Tallman, CMAQ Coordinator
	Maggie Moore, TAP Coordinator
David Harris, Transit Manager	
NMDOT – Transit	Deborah Bach, Rural Transit
	Gabrielle Chavez, Transit Planning & Service
	Callie Thomason French
NMDOT - LTAP	

OTHER PARTICIPANTS
5310/5311 Applicants

AGENDA

Call to Order:

Daniel White, Village of San Ysidro, called the meeting to order at 9:37 a.m. A quorum was noted.

Approval of Agenda:

Moved to approve

Second

Approve Meeting Summary:

Move to approve

Second

PUBLIC COMMENT

No public comments were made.

ACTION ITEMS

Approval of Formal Amendment to the RTPO Work Program:

Sandy Gaiser explained the amendment was to rollover funds from the last fiscal year.

Debbie Ortiz, City of Moriarty/Town of Mountainair made a motion to approve the Formal Amendment; Sharon Hausam, Pueblo of Laguna seconded the motion and it passed unanimously.

Approval of Title VI Plan:

Sheri Bozic, Pueblo of Jemez made a motion to approve the Title VI Plan; Debbie Ortiz, City of Moriarty/Town of Mountainair seconded the motion and it passed unanimously.

DISCUSSION ITEMS

Vijay Ummadi of NMDOT presented on the NMDOT Transit Application process.

5310/5311 Applications:

Adelante (5310)

ARCA (5310)

LifeRoots (5310)

Mandy's (5310)

PB&J (5310)

Pueblo of Isleta (5310)

Rio Metro (5310, 5311)

Share Your Care (5310)

REPORTS

MRRTPO Staff Report: APERS has been submitted.

Member Report: Nothing to report

NMDOT Liaison Report: Nothing additional to report

NMDOT Tribal Liaison Report: Encouraged entities to be ready with shovel-ready projects. Addressed

the exclusion of tribes in funding opportunities. Highlighted a funded project from the Pueblo of Acoma. Deadlines are not feasible for many tribal governments.

NMDOT District 5 Report: Matt gave updates on project in Mountainair, Encino

NMDOT District 6 Report: ZIA Pueblo has not provided paperwork for LGTPF, there was an issue with double funding. Gave notice for a letter for a call for projects for the Local Government Road fund, to be sent out in January

NM/LTAP Report: Nothing to report

Committee Meeting Adjournment

The meeting adjourned at **11:55 am**

Next Meeting: February 20, 2020, 9:30 a.m. to 11:30 a.m.

Anyone requiring special accommodations is requested to please notify the MRCOG office at 247-1750 at least seven (7) days prior to the meeting

Daniel White, Chair - or-
Debbie Ortiz, Vice-Chair
Mid-Region RTPO Committee

ATTEST:

Dewey V. Cave, Executive Director

**LOCAL GOVERNMENT TRANSPORTATION PROJECT FUND
PROJECT FEASIBILITY FORM (PFF)
MPO/RTPO: _____**

GENERAL INFORMATION

Preparation Date: _____ **Project Title:** _____

Requesting T/LPA: _____ **Is there an approved Governing Body resolution for this application:**
(Applicant) YES ___ NO ___ PENDING ___

Responsible Charge
Name: _____ **Phone:** _____

Title: _____ **Email:** _____

PROJECT DESCRIPTION

Project Type (Circle/boldface/underline all that apply):
ROADWAY BRIDGE SAFETY PLANNING/DESIGN OTHER

If you chose "OTHER" please clarify here: _____

Project Scope: _____

Is the request to address a bridge on the NMDOT's Local Bridge Priority List for Replacement/Rehabilitation?
NO ___ YES ___ If yes, please indicate bridge #: _____

Is the request to continue or advance a phase of a previous project?
NO ___ YES ___ If yes, please indicate funding sources and scope of previous phase below.

Funding Source: _____

Previous Phase Project Scope: _____

Completion Date of Previous Phase: _____

Current Phase being requested: _____

Project Location

Route Number and/or Street Name: _____

Project Termini:

Beginning Mile point and/or intersection: _____

Ending Mile point and/or intersection: _____

Total length of proposed project: _____

NOTE: A local government project that is located in full or in part within a department right-of-way or NHS route must be administered in accordance with the "Tribal/Local Public Agency Handbook".

A local government project that ties into, connects or crosses a department right-of-way or an NHS route, or when the project may have an effect on existing improvements within department rights-of-way, requires the approval of the department.

Is the project located in full or in part within a department right-of-way or NHS route?

NO ___ YES ___ If yes, the project must be administered in accordance with the Tribal/Local Agency Handbook and follow all requirements and procedures.

Does the project tie into, connect or cross a department right-of-way or an NHS route, or will the project have an effect on existing improvements within a NMDOT right-of-way? "Letter of Approval" from the NMDOT District Engineer?

NO ___ YES ___ If yes, a "Letter of Approval" is required from the NMDOT District Engineer.

Will the project impact known environmental and/or cultural resources?

YES ___ NO ___ If yes, please clarify _____

Project Phases to be included in request (Circle/boldface/underline all that apply):

PLANNING

PRELIMINARY ENGINEERING/DESIGN

CONSTRUCTION

CONSTRUCTION MANAGEMENT & TESTING

PROJECT COSTS:

Column A			Column B
If project is <u>not</u> phased, complete column A only.			Total Phases No. (1, 2, 3, I, II, III, etc.):
If project is phased, list the amount of funding being currently requested in Column A and complete Column B.			The amount below represents the cost of the entire project and will be greater than Column A.
Requested Cost \$			Total Project Cost: \$
Percentage Estimates:			Phased projects are usually large and divided into parts or phases. Please clarify how the requested project funding relates to the total overall project. Identify future phases and estimated costs.
Total Local Match	%	\$	
Total State Share	%	\$	
	100%		

NMDOT DISTRICT REVIEW:

By:	Date:	Recommended:	Yes	No
NMDOT ENVIRONMENTAL BUREAU REVIEW:				
By:	Date:	Environmental approvals required:	Yes	No

If yes, please specify the environmental approvals/certifications that are required of the applicant.

T/LPA REVIEW:				
By:	Date:	Recommended:	Yes	No

NMDOT District comments.

NMDOT Environmental Bureau comments.

Topics to discuss during all PFF meetings:

- Is this project included in any other planning documents? (Comprehensive Plan, ICIP, etc.)
- Does the T/LPA have the minimum match required for the project? If not, does the T/LPA intend to apply for a match waiver?
- Does the T/LPA have a good track record for responsible use/tracking of state funds? Have they met closeout deadlines? Have they successfully completed other state funded projects in a timely manner?
- Has the T/LPA had any issues with design/construction in the past?
- Does the T/LPA have major audit findings that would prevent them from being a responsible fiscal agent?

Additional topics to discuss during PFF meetings ONLY if project is on or intersects with an NMDOT or NHS route:

- Is the Tribal/Local Public Agency (T/LPA) familiar with the NMDOT T/LPA Handbook? Has the person in responsible charge attended one of the T/LPA Handbook trainings?
- Is the project within NMDOT ROW? If so, does the district support the project?
 - Are agreements necessary for maintenance and operations? (Lighting agreements, landscaping, etc.)
- The T/LPA must follow the NMDOT specifications as outlined in the “Specs for Highway and Bridge Construction” unless the appropriate NMDOT Design Center grants permission prior to design for the T/LPA to use other specs.