

**Meeting Minutes**  
**Northeast Regional Planning Organization (NERPO)**  
**City of Tucumcari**  
**Tucumcari Convention Center-1500 W. Tucumcari Blvd**  
**Tucumcari, New Mexico**  
**June 26, 2008**  
**10:15 a.m.**

**Meeting Attendees**

**NERPO Voting Members and Alternates:**

<b>Name</b>	<b>County</b>	<b>Title</b>	<b>Present/Absent</b>
Les Montoya	San Miguel County	Voting Member	Absent
Harold Garcia	San Miguel County	Alternate	Absent
Carlos A. Ortiz, Jr.	City of Las Vegas	Voting Member	Absent
Elmer Martinez	City of Las Vegas	Alternate	Absent
Miguel Martinez	Mora County	Voting Member	Absent
Peter Martinez	Mora County	Alternate	Absent
Bill Conley	Colfax County	Voting Member	Absent
Leo Parker	Colfax County	Alternate	Absent
Jennifer Sparaco	City of Raton	Voting Member	Absent
Pete Mileta, Jr.	City of Raton	Alternate	Absent
Linda Pavletich	Village of Cimarron	Voting Member	Present
Mindy Cahill	Village of Cimarron	Alternate	Absent
Chuck Howe	Village of Angel Fire	Voting Member	Present
Al Lott	Village of Angel Fire	Alternate	Present
Robert Casados	Harding County	Voting Member	Present
Jerry Porterfield	Harding County	Alternate	Absent
Shawn Jeffrey	Village of Mosquero	Voting Member	Present
Ray Vigil	Village of Mosquero	Alternate	Absent
Renee Hayoz	Village of Roy	Voting Member	Absent
Clayton Moore	Village of Roy	Alternate	Absent
Linda Lavender	Village of House	Voting Member	Absent
None	Village of House	Alternate	None
Larry Moore	Quay County	Voting Member	Present
Richard Primrose	Quay County	Alternate	Absent
Leo Pacheco	Village of San Jon	Voting Member	Absent
Wade Lane	Village of San Jon	Alternate	Absent
Doug Powers	City of Tucumcari	Voting Member	Present
John Sutherland	City of Tucumcari	Alternate	Present
Harry Staven	Town of Clayton	Voting Member	Present
Jimmie Taylor	Town of Clayton	Alternate	Absent

Richard Arguello	Union County	Voting Member	Absent
Russel Kear	Union County	Alternate	Absent
Michelle Morrow	Village of Des Moines	Voting Member	Absent
Karen Bray	Village of Des Moines	Alternate	Absent
None	Village of Pecos	Voting Member	None
None	Village of Pecos	Alternate	None
Diane Brown	Village of Folsom	Voting Member	Absent
Mike Schoonover	Village of Folsom	Alternate	Absent
Mignon Saddoris	Village of Grenville	Voting Member	Absent
Lynn Wiseman	Village of Grenville	Alternate	Absent
Rose Kelly	Village of Logan	Voting Member	Absent
Larry Wallin	Village of Logan	Alternate	Absent
Joseph Campos	City of Santa Rosa	Voting Member	Absent
Maxine Rivera	City of Santa Rosa	Alternate	Present
Manuel Baca	Guadalupe County	Voting Member	Present
Yolanda Chavez	Guadalupe County	Alternate	Present
Leticia Torres	Town of Springer	Voting Member	Absent
Johnny L. Chavez	Town of Springer	Alternate	Absent
Billie Odum	Village of Eagle Nest	Voting Member	Absent
Richard Cordova	Village of Eagle Nest	Alternate	Absent
Sylvia Olson	Village of Maxwell	Voting Member	Present
None	Village of Maxwell	Alternate	None
Benito Armijo	Village of Wagon Mound	Voting Member	Absent
Betty Medina	Village of Wagon Mound	Alternate	Absent

**NERPO Planners**

Lesah R. Sedillo  
Steve Henthorn

NCNMEDD  
EPCOG

**NMDOT Staff**

Paul Gray  
Heather Sandoval  
Janet Spivey  
Rick Chavez  
Steve Reed  
Gwyneth Duncan

NMDOT D-4 District Engineer  
NMDOT D-4 Assistant District Engineer  
NMDOT, Transportation Planner  
NMDOT, GO/GRIP 2  
NMDOT, GO/Environment Section  
NMDOT, GO/Environment Section

## **Guests**

Jess Yeargain-Des Moines  
Kelly Beagle-Union County  
Richard Runyon-Dennis Engineering  
Billie Apodaca-Village of Maxwell  
Amy Linson-Village of Maxwell

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

**The Meeting was called to order at 10:15 a.m. by Chairman Robert Casados.**

### **II. Pledge of Allegiance**

**The Pledge of Allegiance and the Official Salute to the Flag of New Mexico was led by Chairman Robert Casados.**

### **III. Welcome and Introductions:**

**The welcome was presented by Mr. John Sutherland, City Manager with the City of Tucumcari. He thanked everyone for coming to the City of Tucumcari on behalf of the Mayor. He informed us that lunch would be provided at 11:30 a.m. at Del's. He attempted to introduce Mr. Pat Vanderpool, Economic Development Director and thanked him for his assistance as well as Mr. Doug Powers.**

**Individual introductions were conducted by each NERPO member.**

### **IV. Approval of the Agenda:**

**Mr. Chuck Howe from the Village of Angel Fire made the motion to approve the agenda as submitted. Mr. Larry Moore from Quay County seconded the motion. The motion carried and all voted in favor.**

### **V. Approval of the Minutes: (May 29, 2008, Clayton, New Mexico)**

**Mr. Larry Moore from Quay County made the motion to approve the minutes as submitted. The motion was seconded by Mr. Chuck Howe from the Village of Angel Fire. The motion carried and all voted in favor.**

VI. Approval of the Scope of Work for Project #TPR 0434(5)34, CN3258 for the Village of Angel Fire.

**Ms. Sedillo explained that the Village of Angel Fire is requesting a change in the Scope of Work for project #TPR 0434(5)34, CN3258. The request is being submitted to Ms. Heather Sandoval, Assistant District Engineer for an amendment to the STIP. The change must be approved by the NERPO and amended by District 4 by the July 15, 2008, deadline.**

**Mr. Howe thanked District 4 and explained that there will be a balance left in this project and they would like to utilize the funds for the design and construction costs anticipated in the second phase of Sendero del Sol Trail. They currently have a bridge and trail that doesn't lead anywhere and this would continue the path for a friendlier pedestrian path.**

VII. NMDOT Environment Section (Steve Reed and Gwyneth Duncan):

**Mr. Steve Reed introduced himself and Gwyneth Duncan from the NMDOT Environment Section.**

**Mr. Reed first explained the importance of calling Gwyneth Duncan for all questions regarding any questions regarding Environmental and Cultural Resource Certifications. Section 5 of the Tribal Local Government Handbook provides a lot of beneficial information. Mr. Reed also provided a copy of the important numbers and contacts for Environmental Questions and Permitting. He also stressed the importance of calling their office prior to construction, even if you have hired a consultant. This will alleviate any errors or miscommunication with your project.**

**Ms. Gwyneth Duncan provided a one page document which will be utilized to request information for your projects (Environmental Evaluation Form). Every local government entity will fill out this document and submit it to Ms. Duncan, so that she may give an assessment with regards to which Environmental documents and permits will be required.**

**Mr. Reed provided a hand out which outlined the following:**

**Cultural Resource Certification Requirement:**

- **Investigations must be completed by a professional archaeologist**
- **Report must be submitted directly to SHPO by the Tribal or Local Government**
- **Investigations must include:**
  1. **Survey for prehistoric archaeological sites**
  2. **Survey for historic buildings and other structures**
  3. **Tribal consultations for traditional cultural sites & uses**

**Cultural Resource Certifications**

**National Historic Preservation Act (NHPA)  
Requires Concurrence from NM State Historic Preservation**

**Environmental Level of Effort and Type of Document Necessary:**

- **Environmental Impact Statement (EIS)**
- **Environmental Assessment (EA)**
- **Categorical Exclusion (Catex or CE)**
- **Must be submitted to NMDOT Environmental Program Manager with all supporting documentation!**

**Environmental Certifications**

**National Environmental Policy Act  
Requires approval by the Federal Highway Administration (FHWA)**

**Categorical Exclusion Documents**

- **Letter format**
- **Checklist format**
- **Must include signature lines for:**
  1. **Environmental Professional**
  2. **Engineer or Authorized Agent**
  3. **NMDOT Environmental Program Manager**
  4. **Federal Highway Administration (FHWA)**

## **Environmental Certification Requirements:**

- Description of Project-including purpose & need and as much detail as possible
- General Environmental Setting-Urban or Rural; Topography; Elevation; Soil Types; Vegetation Types
- Other Project Information-Consistency with land use plans; public involvement and agency coordination
- Bureau of Land Management
- Surface Water Quality Analysis (404/401 permit)
- Ground Water Quality Analysis-If impact to groundwater, then consult with the NM Environment Department Ground Water Bureau
- Right-of-Way Requirements-Including acquisitions; easements; temporary construction and work permits
- Temporary Erosion and Sediment Controls-National Pollutant Discharge Elimination System (NPDES) and Storm Water Pollution Prevention (SWPPP)
- Hazardous Materials Analysis:

Leaking Underground Storage Tanks; Contaminated Soils; Lead-based paint; Asbestos

**Investigations must be done by a professional!-Consultation with NM Environment Department**

- Other Environmental Analysis

Socio-economic Issues; farmland; floodplains; pedestrian, equestrian, or bicycle issues

**4(f) properties:-publicly-owned park, recreation area or wildlife preserve; or important historic property**

- Summary of Environmental Commitments

Including commitments to be included in construction plans

- Cultural Resource Investigations (SHPO)
- Traditional Cultural Properties (Tribal Consultations)
- Threatened and Endangered Species-Biological investigation conducted by professional biologist; Biological report submitted; Consultation with regulatory agencies, if necessary:

**US Fish and Wildlife Services  
NM Game and Fish Department  
NM Forestry Division  
Land Management Agencies (Forest Service, BLM, Park Service, State Land Office,  
etc.)**

- **Re-vegetation Plan-Seeding, Mulching, Compost, etc.**
- **Noxious Weeds-Mitigation measures necessary in order to prevent the spread of invasive species of concern**
- **Air Quality Analysis-Necessary if project is located in an official EPA non-attainment or maintenance area**
- **Noise Analysis-Necessary for urban areas if the project will increase traffic or bring it closer to a residential area**

**Mr. Reed provided a Tribal/Local Government Contact Information for Environmental Issues on Transportation Projects funded through Federal Highway Administration (FHWA) and/or NM Department of Transportation (NMDOT) and a current copy of the Categorical Exclusion-Federal and State Checklist. Mr. Rick Chavez, NMDOT asked how long the Environmental Certification would qualify. Mr. Reed stated that they like to review any past certifications before actually giving them the term of three years.**

**Mr. Harry Staven, Town of Clayton requested a recent list of Archeological Consultants.**

**Mr. Richard Runyon, Dennis Engineering asked how long the Archeological Survey would qualify. They would like to review, but it should be good for ten years.**

**Mr. Rick Chavez stated that with the GRIP 2 Legislation there is a minimal amount of \$500,000.00 total to assist with Environmental Issues. This provides services to entities in need with consultants contracted by the NMDOT. The entity must go through the NMDOT to access this service.**

**If the GRIP 2 project includes Federal Funds FHWA and BIA must also sign off on all issues.**

**A question was asked if a Tribal Consultation was required. Mr. Reed stated that it is required and has nothing to do with the fact that the project is actually being constructed on or off of Tribal Lands.**

VIII. Discussion of amendments to the NERPO BYLAWS:

**Chairman Casados stated that he would like to review the NERPO BYLAWS on an annual basis. There was a lot of discussion about reducing the amount of meeting due to fuel costs, etc... However, he would like to put together a committee to review the NERPO BYLAWS and new issues. Chairman Casados requested volunteers, but would like to include the following individuals:**

- **Mr. Les Montoya-San Miguel County**
- **Mr. Chuck Howe-Village of Angel Fire**
- **Mr. Doug Powers-City of Tucumcari**
- **Vice-Chair-Richard Arguello-Union County**
- **Mrs. Linda Pavletich-Village of Cimarron**

**Ms. Sedillo stated that Steve had sent out an e-mail with a plan for scheduled meetings. However, all the planners in the state must follow the Coordinated Calendar prepared by the NMDOT and the Annual Work Plans that are approved by all the Regional Planning Organizations.**

**Ms. Sedillo stated that she prepared a monthly schedule of the meetings for the entire year. Ms. Sedillo also shared this schedule with the NMDOT General Office Planning Staff and the NMDOT District 4 Engineer and Assistant District Engineer. She is happy to see a committee formed, but hope that they take into account all the important information. There are certain deadlines that must be met throughout the year for funding and STIP schedules. The NMDOT District 4 will also make some recommendations on the STIP schedule that must be met by this RPO. It is unclear how the NERPO would meet all the requirements and directions given by the Annual Work Plans, if they don't meet on a monthly basis. We all understand that not all members can make every meeting especially with conflicting meeting and commitments. However, the information must still be presented to the members who wish to take advantage of all the programs. We must all remember that the NERPO received more LTIF Funding than any other RPO in the state. This was mainly due to the fact that we were on top of issue and asked the New Mexico Finance Authority to attend our meeting.**

**Ms. Janet Spivey stated that the NMDOT General Office Planning Staff did review Ms. Sedillo's schedule of meetings and information to the members and agree with the information that she provided. There are still many issues that must be discussed regularly such as the Long Range Plan and GRIP 2. The NMDOT General Office Planning Staff cannot participate in the committee, but do encourage monthly meetings. There is one RPO in the state that meets everyone other month and they are having a difficult time meeting their quorum requirements and meeting deadlines. This RPO is one of the most successful in the state and that is because of the committed participation by the members.**

**Chairman Casados stated along with Mr. Doug Powers that they would like to review the language for the flexibility in the meeting dates. Chairman Casados asked that anyone interested in participating with the review of the NERPO BYLAWS to contact him.**

IX. Lunch-11:27 a.m.

X. Project Presentations:

**Ms. Sedillo explained that this was a new item added and requested by the members. This time is allocated for member presentation on any new projects or completed projects within the NERPO. Please share your success stories!**

XI. District Four Update- Paul Gray, District Engineer and Heather Sandoval, Assistant District Engineer-Engineering:

**Paul Gray, District 4 Engineer stated that the RPO is still a very important process for prioritizing projects. However, he reminded everyone that unless Congress takes action before June 30, 2008, the Highway Trust Fund will become insolvent by FY 09. He stated that Secretary Faught and others are working diligently with our Congressional Delegation to seek resolution for the lack of funding for Transportation. There are concerns since this is an election year that there will be very little action. The loss in funding will impact the State of New Mexico and will take approximately a \$130 Million dollar loss. This would leave each district with approximately a \$60 Million dollar budget and place them in a preservation mode. Each district was asked to reduce their budget by 3%, about a \$1.1 Million dollar reduction for District 4. They decided to keep salaries and benefits the same, but would decrease their Contract Maintenance Budget. The \$1.1 Million dollar reduction would be a reduction from the \$6 Million dollar budget for contract maintenance. They may have to reduce the amount of snow removal, reduce the amount of mowing and other maintenance type services. We also lost Representative Dan Silva who was a large supporter of Transportation. The price of gas has reduced the amount of traveling in our state, and loss of revenue for Transportation. Mr. Gray stated that the cost of doing business has increased tremendously. The I-40 GRIP Project is costing between \$4.5 to \$5 Million dollars a mile. Mr. Gray also stated that they are committed to reduce fatalities on our roads and Secretary Faught would like to see at least a 25% reduction. They will be placing rumble strips, guard rails, and rest areas. Mr. Doug Powers asked Mr. Gray what the traffic count is on I-40. Mr. Gray stated that they only count trucks and it is approximately 12,000 to 13,000 trucks daily.**

**Heather gave the following update for District 4:**

- **August-US 54 turn lane project**
- **August- NM 39 mile post 6 to 15 for shoulder widening and overlay (project was split between FY 08 and FY09, but now the above project will be programmed in FY08).**
- **US 54 Safety project for rumble strips (test- rumble strip in the center line from Logan to Nara Visa).**
- **US 56 Safety project for rumble strip**
- **NM 402 Safety project for rumble strip**
- **NM 63 Pecos Canyon guard rails**

**Heather provided a preview of proposed FY 2008-2011 STIP Amendment 6 for action in July 2008. (Attached to the minutes)**

**Ms. Sedillo asked about the recipients of the MAP projects. Heather stated that she will provide the members with the entire packet of projects approved at the June Commission Meeting.**

**Ms. Sedillo thanked District 4 Engineer Paul Gray and Assistant District Engineer Heather Sandoval for their participation in the RPO. Ms. Sedillo also stated that she appreciated the fact that they kept the members informed of all amendments and projects. Ms. Sedillo is especially pleased with their budgeting practices and even when money is scarce they manage the budget well and keep projects moving forward.**

**Rick Chavez, NMDOT GRIP 2 Coordinator, stated that there are some entities with completed GRIP 2 projects, but needed to submit their reimbursements. He also reminded everyone of the importance of their monthly reporting on GRIP 2 projects.**

**XII. Update from NERPO Planners-Lesah R. Sedillo and Steve Henthorn:**

**Ms. Sedillo provided the following information:**

- **Reminded everyone that the Transit Letters of intent are due July 3, 2008 for 5310, 5311, 5316, and 5317 for FY 2010.**
- **The NMDOT Transportation Commission Meetings will be held on August 21, 2008, in Angel Fire for District 4 and September 18, 2008, in Las Vegas.**

**Ms. Sedillo provided the following information:**

- **Provided the members with the Transportation Town Hall Overview for anyone wishing to participate. You can take advantage of the early registration by July 18, 2008. You can register as a participant, but must stay for the entire event. If you register as an observer you can come and go as desired. The event is sponsored by the NMDOT, NEWMARC, NMFA, and the New Mexico First. August 7-9, 2008, at the Hyatt Regency Tamaya Resort-Santa Ana Pueblo.**
- **There will be a conference held by the New Mexico Chapter of the American Planning Association on October 9-10, 2008, in Ruidoso. More information will be provided when available.**

**Mr. Henthorn provided the following information:**

- **He has been working with the Ports-to Plains and would like to have them as our guest speaker in Maxwell. In order to receive funding entities must have a Corridor Management Plan.**
- **Steve is also working on the possibility of getting Route 66 designated as a National Scenic Byway. He is running into difficulties since Texas and Oklahoma do not participate in the program.**

XIII. New Business:

A. General Comments and Announcements from NERPO Members:

**Chairman Casados stated that he and Harold Garcia have been working with the New Mexico Association of Counties regarding the LGRF and the reimbursement rates and other issues. Chairman Casados read aloud the Resolution and would like for the NERPO to review for support. Mr. Paul Gray stated that it would be nice to also have them review the issue with matching funds for LGRF. This is actual legislation that would have to be brought before the NMDOT Commission and the Legislature. Chairman Casados also stated that he was working with the residents of Harding County for the adopt a highway program. He had commitments from the American Legion, the Ladies Auxiliary, and the Fire Department for NM 39.**

**Mr. Larry Moore, Quay County, wanted to thank and commend the NMDOT District 4 for the Glenrio Rest area. He also thanked the other members that attended the Glen Rio Ribbon Cutting Ceremony. The facility was very impressive and will make a great impression for travelers entering New Mexico.**

**Ms. Maxine Rivera, City of Santa Rosa stated that they will be having a Ground Breaking Ceremony for their GRIP 2 project on River Road on July 9, 2008, at 10:00 a.m. They will have the Lt. Governor Diane Denish as their special guest. Lunch Reception and Ground Breaking for Blue Hole Convention and Dive Center immediately following at the Blue Hole.**

**Mrs. Shawn Jeffrey, Village of Mosquero will be having a Centennial Celebration on July 5, 2008, from 1:00 p.m. to Midnight. There will be free food, dance, and games for the entire family.**

B. Suggested agenda items for upcoming meetings:

- Ports-to Plains
- New Mexico Main Streets

C. Meeting Location Amendments

**This is the following schedule for the NERPO Meetings:**

- **July 29, 2008, Village of Maxwell-Port to Plains**
- **August 28, 3008 Village of Cimarron-NM Main Streets**
- **September 25, 2008 We have requests from Des Moines, Eagle Nest and a NMDOT Commissioner Meeting on September 18, 2008 in Las Vegas. Chairman Casados stated that this issue will be discussed with the Committee he is putting together to discuss the NERPO BYLAWS.**

**Mayor Pavletich stated that she had secured August 28<sup>th</sup> for the NERPO Meeting to be held at the Cimarroncita Ranch in Ute Park. The meeting will take place in the Kiva Facility from 10:00 a.m. to 2:00 p.m. with a tour of the Cimarroncita grounds following lunch!**

XIV. Adjournment:

**Mrs. Shawn Jeffrey, Village of Mosquero made the motion to Adjourn. The motion was seconded by Mr. Manuel Baca, Guadalupe County. The motion carried and all voted in favor.**

**The meeting adjourned at 2:15 p.m.**