

# **Southeast Regional Transportation Planning Organization (SERTPO)**

## **Minutes of the SERTPO Committee Meeting**

**January 30, 2025 – 10:00 am**

**Village of Tularosa Council Chambers**

### **MEMBERS PRESENT:**

*Representative (or Alternate) listed in Alphabetical Order*

|                                |                        |
|--------------------------------|------------------------|
| Archer, Hazer                  | Eddy County            |
| Ball, Crystal                  | City of Lovington      |
| Barrios-Testa, Angie           | City of Carlsbad       |
| Bunch, Clint                   | City of Clovis         |
| Davis, Ashley                  | Mescalero Apache Tribe |
| Dominguez, Juan                | Roosevelt County       |
| Fulkrod, Brian                 | Village of Melrose     |
| Gallegos, Louie (Mayor)        | Village of Fort Sumner |
| Garcia, Roman (Mayor)          | Town of Vaughn         |
| Garwood, Mark (Trustee)        | Village of Tularosa    |
| Hemphill, Bob (Mayor)          | Town of Carrizozo      |
| Jarvis, Joe                    | City of Ruidoso Downs  |
| Jimenez, Pablo                 | Otero County           |
| Jones, Walon                   | Curry County           |
| Kalisek, Joseph (Councilor)    | Town of Tatum          |
| Kennedy, Kevin                 | Village of Capitan     |
| King, Timothy (Mayor)          | Village of Cloudcroft  |
| MacCornack, James              | City of Roswell        |
| Martinez, Michael              | Village of Ruidoso     |
| Moyer, Brent                   | De Baca County         |
| Myrick, Van                    | City of Jal            |
| Osborne, Deborah               | City of Alamogordo     |
| Seepersad, Kristalyn           | City of Hobbs          |
| Serna, Samantha (Commissioner) | Lincoln County         |
| West, Joe                      | Chaves County          |

### **MEMBERS ABSENT:**

|                             |                     |
|-----------------------------|---------------------|
| Autrey, Deborah (Mayor)     | City of Texico      |
| Brito, Candy                | City of Eunice      |
| Burkett, Mickey (Mayor)     | Village of Dora     |
| Jennings, Dan (Councilor)   | Town of Hagerman    |
| King, Kris (Mayor)          | Village of Causey   |
| McVey, Jo                   | City of Portales    |
| Needham, Corey              | Lea County          |
| Onsurez, Jackie (Councilor) | Village of Loving   |
| Powell, Justin              | Town of Dexter      |
| Sales, Rudy                 | Village of Hope     |
| Sallee, Debra               | Town of Lake Arthur |
| Schell, Jimmy (Mayor)       | Village of Grady    |
| Seely, Sam (Mayor)          | Village of Corona   |
| Summers, Kim                | Town of Elida       |
| Valverde, Summer            | City of Artesia     |
| Whitcotton, Toni            | Village of Floyd    |

**COG/NMDOT/AGENCIES PRESENT:**

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| Arnett, Manon    | NMDOT – District 2 – Roswell                                      |
| Brown, Hallie    | NM Dept. of Finance and Administration                            |
| Burr, Mary Ann   | Southeastern New Mexico Economic<br>Development District (SNMEDD) |
| Coslin, Libby    | NMDOT – District 2 – Roswell                                      |
| Gillette, Alison | NMDOT – Santa Fe                                                  |
| Sherman, Valerie | NMDOT – Las Cruces                                                |
| Surina, Julie    | Eastern Plains Council of Governments (EPCOG)                     |

**GUESTS PRESENT:**

|                                  |                                 |
|----------------------------------|---------------------------------|
| Astorga, Gabriel                 | City of Lovington               |
| Brusuelas, Manuel (Trustee)      | Village of Tularosa (Alternate) |
| Bryant, Rebekah                  | Village of Tularosa             |
| Honeycutt, Jeff                  | Lincoln County (Alternate)      |
| Kimmons, William                 | Village of Tularosa             |
| Lucero, Amanda                   | De Baca County                  |
| Lucero, Catalina (Mayor Pro Tem) | Town of Vaughn                  |
| Martin, Seth (Commissioner)      | Curry County                    |
| Runyan, Richard                  | Dennis Engineering Co.          |
| Sanchez, Adam                    | Village of Ruidoso (Alternate)  |
| Shanta, Shantal                  | Mescalero Apache Tribe          |

**CALL TO ORDER / QUORUM (10)**

**PLEDGE OF ALLEGIANCE**

**INTRODUCTIONS**

Chairman Jeff Honeycutt called the meeting to order at 10:00 a.m. With twenty-five members present, a quorum was established. All present participated with the Pledge of Allegiance, and introductions were held.

**APPROVAL OF AGENDA**

Samantha Serna made a motion to approve the agenda as presented. Brian Fulkrod seconded the motion. A call for votes was taken, and with there being no objections, the motion passed unanimously.

**APPROVAL OF MINUTES**

The minutes from the December 10, 2024 meeting were considered for review and approval. Hazer Archer made a motion to approve the minutes as submitted. Mike Martinez seconded the motion. A call for votes was taken, and with there being no objections, the motion passed unanimously.

**PRESENTATION: Local Government Road Fund (LGRF) Overview**

Manon A. Arnett, Local Government Community Liaison  
NMDOT District 2 Office

Manon Arnett, District 2, provided a PowerPoint presentation on the LGRF Program. LGRF funding may be utilized for project development, construction/reconstruction, improvements, maintenance or repair of public highways, streets, public school parking lots, right-of-way acquisition and materials for construction or improvement. Maintenance projects are best suited for LGRF as there is limited funding. The State (75%) and local match (25%) were reviewed. LGRF is a disbursement program (not reimbursement), where the funds can be requested and disbursed before work is completed. Work cannot begin until there is a fully executed agreement, and a purchase order is in place.

Descriptions of the funding types for LGRF were reviewed (i.e., Cooperative Program (SP or Coop), County Arterial Program (CAP), School Bus Route Program (SB) and Municipal Arterial Program (MAP)). Additionally, percentages of each program, making up the total for LGRF funding; entities eligible; 18- or 24-month project timeframes; and Agreement termination dates (December 31<sup>st</sup> or June 30<sup>th</sup>) were presented. The current Call for Projects was reviewed. Local entities receive correspondence from NMDOT requesting project proposals for LGRF (Coop, CAP and SB projects). The entity's application must include the letter of intent, location of proposed project, scope of work, justification and certification. All project proposals are due by March 15, 2025.

A chart of LGRF funding for a five-year trend was displayed/reviewed. Further, it was provided that the Call for Projects for MAP is distributed by the Project Oversight Division (POD). The requirements for MAP proposals were listed. Clarification was given on where applications are submitted (Coop, CAP, SB vs MAP) and how budget recommendations are prepared. NMDOT presents projects to the State Transportation Commission for approval/denial in May, and NMDOT informs the local entities of approvals/denials in May as well. Regarding the Agreement signature process, the District Coordinator drafts an agreement for entity signature once the resolution is received. Signed agreements received by the District Coordinator will be submitted to POD for the Cabinet Secretary's approval. All agreements must be fully executed by October 31<sup>st</sup>.

Members inquired and discussed match waiver criteria and the number of applications that can be submitted. Ms. Arnett responded to inquiries, including a clarification that if multiple applications are submitted, the projects need to be ranked/prioritized.

**PRESENTATION: Infrastructure Planning and Development Division**

Hallie Brown, Bureau Chief  
Capital Funding and Navigation Bureau  
NM Dept of Finance and Administration

Hallie Brown informed members that the Infrastructure Planning and Development Division (IPDD) of DFA was created in 2024, with its essential functions including technical assistance to political subdivisions of the state; receiving and reviewing Infrastructure Capital Improvement Plans (ICIPs); and leveraging state dollars for the acquisition of federal funds. She spoke to the Division's three Bureaus: 1) Capital Planning and Policy Bureau; 2) Capital Funding and Navigation Bureau; and 3) Federal Grants Bureau). The functions and responsibilities for each Bureau were reviewed.

The Capital Planning and Policy Bureau's responsibilities include the development and review of the ICIP as well as the oversight of the Capital Project Management System (CPMS). Responsibilities of the Capital Navigation and Funding Assistance Bureau include assisting agencies and local bodies with finding funding, administering the New Mexico Match Fund, and coordinating the Capital Connect Hub each month. The Federal Grants Bureau will provide technical assistance for federal grants, manage the reporting for State and Local Fiscal Recovery Funds and manage the Community Development Block Grant (CDBG) Program. Contact information for IPDD staff was provided (and copies of the presentation will be distributed to members after the meeting).

Ms. Brown responded to questions on ICIP deadlines and CDBG funds. ICIP deadlines will not change this year, and she recommended members to reach out to Scott Wright or any of the project managers. Allison Gillette, NMDOT Santa Fe, spoke to the capacity grants and the GRO fund (junior bill funding renamed) currently in the legislative session.

## **ACTION ITEMS**

### **A. Discussion and Approval of FY26 Transportation Project Fund (TPF) Evaluation & Prioritization Process**

The Chairman commented that the action items had two items, with part A dealing with the subcommittee meeting that was held in Roswell. Vice-Chairman Jarvis, who headed the meeting, will be speaking about the meeting. Vice-Chairman Jarvis explained that they changed a few items such as award points and scope of projects. He explained that there have been several questions and discussions since the subcommittee meeting, and he recommends an additional meeting to finalize their recommendations within the next couple of weeks.

Hazer Archer made a motion to have the subcommittee reconvene in Roswell for the TPF rating review. The motion was seconded by Crystal Ball. Discussion continued with the Chairman commenting that this will require an extra SERTPO meeting. Dates were discussed and members agreed to a February 13<sup>th</sup> date (subcommittee meeting), at 10:00 am, hosted by the City of Roswell. Possible locations were mentioned. Mayor Garcia urged the committee to consider the pros and cons and consider the size of the community—looking at the needs of all communities and making sure everyone has a fair chance at the funding. The Chairman added that SERTPO does its due diligence and tries to provide a good product, providing good choices as it filters out at the higher levels. He also urged all to talk to their legislators. A member also inquired if they could have a list of the subcommittee members to reach out to them. Subcommittee members in attendance also raised their hands. A call for votes was taken, and the motion passed unanimously.

Dates for the SERTPO meeting to approve the TPF evaluation criteria were discussed. March 5<sup>th</sup> will be considered, with a proposed location of ENMU Roswell.

Additional members interested in serving on the subcommittee included Jal (Van Myrick), De Baca County (Brent Moyer), (Ruidoso) Adam Sanchez and (Curry County) Walon Jones.

### **B. Discussion and Approval of FY26 Transportation Project Fund (TPF) Timeline**

Mary Ann Burr discussed the Timeline and changes in dates, with the NMDOT Call-for-Projects having been recently released (copies of the Call provided at the sign-in table). The NMDOT Call-for-Projects release date will be changed to January 21, 2025 (the date on the Call-for-Projects) and the Final Application Submission date to NMDOT will be changed from May 30<sup>th</sup> to May 31, 2025. The meeting date for rating is May 21, 2025, and the meeting will be held in Ruidoso at the Convention Center. Ms. Burr also pointed out that the number of application maximums provided in the table were changed to meet the proposed criteria, making all read one application maximum per category.

Group discussion continued on multiple applications being submitted and the overload to the system (overload for the District); a probable consensus to leaving capital and design at one application maximum; developing a rotation to make it fair (maintenance at one); easier planning when it is known that every three years an entity will be funded; some type of separation in points instead of every application receiving the same fifty points and wishing for the best; consideration of utilizing funding for asset management planning (a separate category) for the future; reflecting asset management priorities may possibly carry some weight at the state level; a possible increase of funding (\$200 mil); and the number of applications for the maintenance category (i.e., 1 or 2 applications). Walon Jones made a motion to keep the maximum number of applications as is, with one app maximum with \$2 million cap (maintenance). The motion was seconded by Kevin Kennedy. A call for votes was taken, with all in the affirmative with the exception to one objection by Crystal Ball (Lovington). The motion passed. The Chair reaffirmed that the number of applications is 1, 1, and 1, and the timeline as a whole will be considered.

Ms. Burr reminded members that the dates changing on the timeline are the date of the call for projects (January 21, 2025), and the final Application submission will be changed to May 31, 2025. A member requested clarification on whether the dollar amounts remain the same. The Chairman confirmed that they do stay the same for all categories. Further, the May 21<sup>st</sup> meeting has been arranged for Ruidoso. Light discussion was held on the optional attachments listed on the timeline. The items listed are helpful, if available, for the PFF review. The project map was encouraged to accompany the PFF. Mike Martinez made a motion to approve the TPF Timeline & Deadlines as stated. Motion was seconded by Hazer Archer. A call for votes was taken, and with there being no objections, the motion passed by unanimous vote.

## **INFORMATIONAL ITEMS**

### **SERTPO Program Manager/Regional Planner Updates**

Mary Ann Burr updated members on the regional trail mapping project. There has been outreach to members for the contact list, and the list has been provided to BHI, the consultant. The contacts should be hearing from the consultant, and some members have already shared their information. Regarding the TAP/RTP/CMAQ/CRP Programs (federal), three entities submitted applications (Carlsbad, Lovington and Clovis). The PFF review process has taken place. The next deadline for full applications to SERTPO is February 17, 2025. Julie Surina reminded members that new this year for the TAP/RTP/CMAQ/CRP Programs, entities are responsible for uploading their applications. She also invited any members in attendance at the Legislature to visit the RTPO booth on Transportation Day (February 11, 2025).

### **NMDOT Updates**

Manon Arnett, District 2, reminded members that the Federal Lands Access Program (FLAP) application cycle is open, and a webinar is being held on February 18, 2025. The Transportation Project Fund (TPF) call is open. LGRF is now open with submissions due March 15, 2025. There are updated procedures for time extensions, and she stated that if an extension is needed, members should contact Louis Matta or Libby Coslin on the new procedure. She also added that e-permitting is now live. Any person needing a permit, including driveway, will be directed to go through the website. She reminded applicants that updated PFFs for TAP/RTP need to be submitted to Louis Matta, so he may review/sign. Libby Coslin, District 2, informed members that a few TPF grants are approaching their expiration dates in June, and she encouraged members to look at their Agreements and contact them if they have any questions.

Alison Gillette, NMDOT Santa Fe, spoke to the need for current ADA Transition (more than 50 employees) and Title VI Plans for the TAP, RTP, CMAQ and CRP Programs (boilerplates are available and will be shared with RTPO planners). She confirmed that TLPA certifications are for two years. There are videos online, and Danny Sandoval can send the test to entities. If there were fifteen individuals or more, Mr. Danny Sandoval would be able to come down for in-person training (two-day training). Bound copies of the NMDOT 2024 Funding Directory were made available to members.

### **Local Government Comments / Issues**

Chairman Honeycutt thanked the Village of Tularosa for hosting the day's meeting and to the Village of Ruidoso for hosting a future meeting.

Southeast Regional Transportation Planning Organization (SERTPO)  
Minutes of January 30, 2025 Meeting

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**NEXT MEETING DATE/ADJOURNMENT**

The next meeting date was set for the first week in March, 2025, in Roswell (location to be confirmed). The SERTPO spring meeting is planned for the Town of Vaughn on April 10, 2025. Mayor Garcia spoke to the great service performed by members. Robert Hemphill made a motion for adjournment. The motion was seconded by Kevin Kennedy. A call for votes was taken, all in the affirmative, and the meeting adjourned at 11:30 am.

**APPROVED BY:**

  
SERTPO Committee Chair/Vice Chair

3/19/25  
Date

**ATTESTED BY:**

  
SERTPO Program Manager

3-5-25  
Date

# **Southeast Regional Transportation Planning Organization (SERTPO)**

## **Minutes of the SERTPO Committee Meeting**

**March 5, 2025 – 10:00 am**

### **Virtual Meeting**

#### **MEMBERS PRESENT:**

*Representative (or Alternate) listed in Alphabetical Order*

|                             |                        |
|-----------------------------|------------------------|
| Ball, Crystal               | City of Lovington      |
| Bunch, Clint                | City of Clovis         |
| Burns, Jason                | Eddy County            |
| Burns, Marilyn (Mayor)      | Town of Tatum          |
| Carrizal, Joe John          | Village of Cloudcroft  |
| Davalos, Minerva (Mayor)    | Village of Capitan     |
| Dominguez, Juan             | Roosevelt County       |
| Fulkrod, Brian              | Village of Melrose     |
| Gallegos, Louie (Mayor)     | Village of Fort Sumner |
| Garcia, Yolanda             | Town of Vaughn         |
| Garwood, Mark (Trustee)     | Village of Tularosa    |
| Henderson, Ben              | Lea County             |
| Henry, Anthony              | City of Hobbs          |
| Hemphill, Bob (Mayor)       | Town of Carrizozo      |
| Honeycutt, Jeff             | Lincoln County         |
| Jarvis, Joe                 | City of Ruidoso Downs  |
| Jones, Walon                | Curry County           |
| Little, Chris               | Mescalero Apache Tribe |
| MacCornack, James           | City of Roswell        |
| Martinez, Michael           | Village of Ruidoso     |
| McVey, Jo                   | City of Portales       |
| Moyer, Brent                | De Baca County         |
| Myrick, Van                 | City of Jal            |
| Onsurez, Jackie (Councilor) | Village of Loving      |
| Porter, Tom                 | Otero County           |
| West, Joe                   | Chaves County          |

#### **MEMBERS ABSENT:**

|                           |                     |
|---------------------------|---------------------|
| Autrey, Deborah (Mayor)   | City of Texico      |
| Barrios-Testa, Angie      | City of Carlsbad    |
| Brito, Candy              | City of Eunice      |
| Burkett, Mickey (Mayor)   | Village of Dora     |
| Jennings, Dan (Councilor) | Town of Hagerman    |
| King, Kris (Mayor)        | Village of Causey   |
| Powell, Justin            | Town of Dexter      |
| Rael, Stella              | City of Alamogordo  |
| Sales, Rudy               | Village of Hope     |
| Sallee, Debra             | Town of Lake Arthur |
| Schell, Jimmy (Mayor)     | Village of Grady    |
| Seely, Sam (Mayor)        | Village of Corona   |
| Summers, Kim              | Town of Elida       |
| Valverde, Summer          | City of Artesia     |
| Whitcotton, Toni          | Village of Floyd    |

**COG/NMDOT PRESENT:**

|                    |                                                                   |
|--------------------|-------------------------------------------------------------------|
| Burr, Mary Ann     | Southeastern New Mexico Economic<br>Development District (SNMEDD) |
| Gallardo, Judith   | NMDOT – Las Cruces                                                |
| Matta, Louis       | NMDOT – District 2, Roswell                                       |
| Sherman, Valerie   | NMDOT – Las Cruces                                                |
| Soule, Vincent     | Eastern Plains Council of Governments (EPCOG)                     |
| Surina, Julie      | Eastern Plains Council of Governments (EPCOG)                     |
| Trujillo, Angelica | NMDOT – Santa Fe                                                  |

**GUESTS PRESENT:**

|                             |                                |
|-----------------------------|--------------------------------|
| Archer, Hazer               | Eddy County (Alternate)        |
| Campbell, Lisa              | Stantec                        |
| Contreras-Apodaca, Gabriela | Stantec                        |
| Gomez, Diana                | Bohannon Huston                |
| Greseth, Catherine          | Village of Capitan             |
| Hamilton, Eric              | Bohannon Huston                |
| Hooper, Wes                 | City of Jal                    |
| Howalt, Justin              | City of Clovis                 |
| Jimenez, Pablo              | Otero County                   |
| Lee, Debi                   | SNMEDD Consultant              |
| Ramsey, Aaron               | Bohannon Huston                |
| Palomino, Alex              | Chaves County                  |
| Runyon, Richard             | Dennis Engineering             |
| Seepersad, Kristalyn        | City of Hobbs                  |
| Stoehner-Hernandez, Cynthia | Souder, Miller, and Associates |
| Weems, Carla                | Roosevelt County               |

**CALL TO ORDER / QUORUM (9)**

**PLEDGE OF ALLEGIANCE / SALUTE TO NM FLAG**

**INTRODUCTIONS**

Chairman Jeff Honeycutt called the meeting to order at 10:01 a.m. With twenty-six members present, a quorum was established. All present participated with the US Pledge of Allegiance and the salute to the New Mexico flag. Introductions were held.

**APPROVAL OF AGENDA**

Walon Jones made a motion to approve the agenda as presented. Bob Hemphill seconded the motion. A call for votes was taken, and with there being no objections, the motion passed unanimously.

**APPROVAL OF MINUTES**

The minutes from the January 30, 2025 meeting were considered for review and approval. Bob Hemphill made a motion to approve the minutes as submitted. Hazer Archer seconded the motion. A call for votes was taken, and with there being no objections, the motion passed unanimously.

## ACTION ITEMS

### A. Discussion and Approval of FY26 Transportation Project Fund (TPF) Evaluation & Prioritization Process

Vice Chairman Joe Jarvis spoke to the subcommittee meeting recently held. He explained that most changes are cleanups and wording. The criteria for capital, design, and maintenance were changed to one application. All changes were included in the meeting packet. Mr. Jarvis stated that they consist of minor changes with the exception to *Last Award*. That section and *Previous Applications* were changed so that every year an entity submits a project, the entity is going to get two points for projects that were unfunded, but it is for the same project, year after year. The Chair asked members if there were any questions. Light discussion was held. Mike Martinez made a motion to approve as presented. Brian Fulkrod seconded the motion. A call for votes was taken, and with there being no objections, the motion passed.

### B. Appeals to FY26 TPF Application Cycle [Late Application Policy]

The Chairman continued, explaining that there has been an appeal request on the timeline where a TPF project was submitted late and did not fit with the timeline already agreed upon. The Chairman added that there are two applications for discussion, one being an application which was submitted on time, but the form was not signed correctly; the second application was submitted an hour and a half late. The Chair stated that the best way to handle it and be transparent was to bring the matter before the group, and members can vote on it.

Ms. Burr read to members the email explanation for the late application submitted by Mescalero Apache Tribe. Ms. Burr explained that she visited with Chris Little regarding the late application policy, and the appeal process available to him was to bring his request before SERTPO for their decision. The minimum requirements due by the deadline were provided to him (i.e., the PFF and preferably a map). Resolutions are submitted intermittently. The Chair continued, asking for comments from the group, with the option to vote or see how the group wishes to proceed.

Group discussion included an inquiry as to whether Mescalero attended the last SERTPO meeting where there was discussion about the resolutions not required before the deadline. Ms. Burr confirmed that Mescalero was in attendance, but it was another individual, not Mr. Little. Additional member comments/questions included why did the entity wait until the last moment to notify that they were having issues with the application; why have rules if they are continually being waived; inquiry on history of what the group has done with late applications; question if counterparts shared information from last meeting and proxies; the application could have been sent in on time and resolution could have been attached later; inquiry if there was any previous contact with staff to inquire about the resolution; concerns over bending rules and setting a precedent; the importance of upholding the late application policy; inquiry if this information is new and whether the information is included on the call; the representatives from Tularosa and Lovington both shared with the group that they have been denied in the past over late applications; inquiry on when the applications were started, knowing the resolution was needed prior to any submittal; Ruidoso offered comment that they have dealings with the Tribe on agreements and their estimated timeline was extended significantly; and the options of either not accepting the application or doing some type of accommodation when there are difficulties getting some documents so they can be turned in after application is submitted, but application should be submitted before the deadline. Additional comments included the rules are in place; everyone has different processes and each has to prepare knowing what the processes are; if the processes are not working, it needs to be brought up beforehand and not after the application is submitted late; and there are so many methods of communication that are available, that could have been done if one is thinking or preparing ahead of time.

Ms. Burr confirmed the date and time the application was submitted (via email), and she was not contacted prior to the submission by the entity. She spoke to the timeline which contains the deadline; language on the document pertaining to optional attachments (to include resolutions); and the full application packet deadline.

Chris Little, Mescalero Apache Tribe, responded to questions. He explained that the individual at the last meeting was the Roads Manager, who is fairly new to the position, and it is his assumption that is why the information did not get relayed back to him. He spoke of an exception being made approximately two years ago, which set a precedent, and he upheld the rules at that time. Mr. Little explained that they are a different entity, and it is a requirement that he must get a resolution approving him to submit that grant application. He cannot submit anything without the approval (the resolution), or he will be in violation of his tribal policies, rules and regulations. Mr. Little explained he did start ahead of time, but the tribal council has their own time frame. He commented on how he must plan to meet with resources/program committee, then it goes to tribal council. He spoke to the frequency of Council meetings. All previous TPF applications have been submitted on time. The applications are good projects that the Tribe really needs to get approved, and he asked for approval to submit the applications.

The Chair explained that there has been much discussion about precedence and what has taken place in the past. The decision to be made will be by the majority of the group. He indicated that he wishes to move forward and be as fair as possible with everyone and their applications, which are important to all entities. With the information in the discussion that has been held, Mike Martinez made a motion to move to a vote. Crystal Ball seconded the motion. A call for votes was taken, and with there being no objections, the motion was approved to move to a vote. The Chair clarified that if the member is voting to approve the application to be turned in late, the vote would be *Yes*. If the entity is voting to deny the late application, the vote would be *No*. A roll call vote was taken, with Cloudcroft voting *Yes*, Mescalero *abstaining*, and 18 members voting *No* (Capitan, Carrizozo, Chaves County, Clovis, Curry County, De Baca County, Eddy County, Jal, Lea County, Lincoln County, Lovington, Melrose, Otero County, Roswell, Ruidoso, Ruidoso Downs, Tatum, and Vaughn). The Chair announced the appeal has been denied.

The Chairman addressed the application submitted without a signature. Ms. Burr explained the PFF was submitted unsigned, and it was submitted at 4:24 p.m. An additional email was submitted [by consultant] with the unsigned PFF at 5:00 p.m. She spoke of her attempts to contact the Village, by phone and email. On behalf of the Village of Cloudcroft, Joe John Carrizal spoke to the group and described the staffing changes they are experiencing. The Village has a third party who is helping with the TPF grants and other grants. Their third party had a bereavement and traveled out-of-state. Mr. Carrizal requested consideration of their application. He believes they did their part but just did not get the signature. He added that they are currently attempting to hire staff. Ms. Burr added that there had been an additional email from the consultant on Friday (10:53 am) and read the explanation provided. The email requested the acceptance of the corrected version of the PFF submission. The Chair asked if the PFF is turned in unsigned, what does NMDOT do. Ms. Burr commented that she forwarded the submission to the District, to show that it was received before 5:00 p.m. Louis Matta, District 2, did point out that the form was unsigned. Mr. Matta, District 2, spoke and explained that he reviews the information, and he does ask for it to get signed so they can move forward with it. If there is something missing, he will send it back. He indicated that it is acceptable, they do like everyone putting in for a project. He commented that an item to be considered with the next pointing system is that incomplete applications may get some point deductions. He re-stated that he is agreeable with it being turned in, and he appreciates reviewing all documentation submitted, that way he can get a whole picture view instead of just the PFF and map. An inquiry was made whether the PFF received by the District is unsigned is a disqualification, and Mr. Matta responded he did not believe so, and the rules for this program are set forth by the RTPO. Julie

Surina, EPCOG, commented that she did have an entity submit last year with an unsigned PFF and during the PFF review, Mr. Matta requested that it be signed, and they moved forward with it. This year, there were a few submitted that she had to send them back to the entity to get signed. Ms. Burr added that there is a new TPF PFF form recently shared with members. The form used in this cycle has always caused confusion with the “T/LPA Review” wording for signatures. The new form does now read “Local Entity.” Ms. Surina agreed that there was some confusion about who can sign it and with the change reading local entity, it should be signed easier now. Mr. Matta concurred and added that the old form had been taken from the TAP/RTP programs (federal).

Following an inquiry made for clarification, it was stated that there are no rules in effect for unsigned PFFs from the SERTPO side, there are no rules on the DOT side saying that it is an incomplete project, and some rules would need to be implemented by the RTPO, if desired. Walon Jones made a motion to accept Cloudcroft’s application, as is, with their application submitted by the deadline, and the unsigned docs do not go against them meeting the criteria they were required to. Crystal Ball seconded the motion. Discussion was held on the differences between late applications and incomplete applications; and resolutions as part of the full application packet, revisions and acquiring signatures allowed. A call for votes was taken, with all in the affirmative, except for one opposing, Mescalero Apache Tribe. Motion passed. A member requested that they would like to see this matter addressed as a rule or as mentioned earlier, points taken off for incomplete applications without signatures, so the group is not in the same situation in the future. The Chair requested that this topic be included on the next agenda for the next meeting.

## **INFORMATIONAL ITEMS**

### **SERTPO Program Manager/Regional Planner Updates**

Ms. Burr informed members that twenty-six applications were received--with Cloudcroft, twenty-seven. Last year, at the time PFFs were accepted, forty-three applications were received. She provided members with the difference between the two years in total and by category to give members a sense of the impact of changing the criteria to one application per category. She briefly reminded members of the new PFF form. It is optional, but they do recommend it, as provided in the email previously sent. The PFF reviews have begun and are ongoing. The next item that comes up regarding TPF is the full application packet deadline of April 21, 2025. She reminded members that if they are having any difficulties with resolutions getting scheduled, they still have the option of submitting a letter, over their letterhead, from their chief financial officer or someone with budget authority, committing to the five percent match availability. Further, there is Build America/Buy America (BABA) training in the region in Roswell on May 8, 2025 (email previously sent on the training).

Julie Surina informed members that the next meeting is April 10, 2025, in Vaughn, New Mexico. There will be a presentation by the NMDOT Right-of-Way Bureau, Lee Cabeza de Vaca. Ms. Surina added that they do have capital outlay money if any of their entities want to take any grants, programs, etc. They do have sponsorship. She encouraged her entities to send her or Sandy Chancey an email about roughly how much is needed, and they will see what they can do. Ms. Burr added that they have had a meeting with Planning about what is occurring on the federal level. There is more scrutiny on projects and STIP amendments. There will be a future meeting, and members will be updated once more information is available and more definitive.

### **NMDOT Updates**

Louis Matta, District 2, informed members that they have received some of the LGRF applications, and they are starting to put them into their matrix. The matrix is a program that keeps decision-making neutral.

Angelica Trujillo, NMDOT, introduced herself to members as the new Tribal Liaison. She commented that she would like to visit with Chris Little, Mescalero Apache Tribe, to get to know more about their area and needs. One funding opportunity available to Mescalero is the Rural and Tribal Assistance Pilot Program. It is a no-match grant, with approximately \$27 million available. She indicated that she would like to send additional information to Mescalero as it is a good opportunity. There is still time to work together, determining if any of the projects' scopes fit within the eligibility criteria for this funding opportunity. The application opening for the portal will start on March 18, 2025. Ms. Trujillo mentioned that she had previously been the NMDOT TAP/RTP Coordinator and urged members to reach out to her if needed.

### **Local Government Comments / Issues: None**

### **Public Comments**

Bob Hemphill commented on the meeting, and the Chair thanked everyone for their participation. Chris Little expressed his thanks to the SERTPO group for considering his issue. He expressed his appreciation for their time and effort and would like to reach out to the State Liaison to discuss some of his issues—his request was acknowledged by Ms. Trujillo.

### **NEXT MEETING DATE/ADJOURNMENT**

The next meeting date was set for Thursday, April 10, 2025. Julie Surina will send out a map once she receives it. Yolanda Garcia explained that their rural addressing has two addresses and if one googles the address, they are going to be directed to the wrong building, so a map will be provided. She added that it is on the main highway, right by the Fire Department, and it is not hard to find. With there being no further business, Crystal Ball made a motion to adjourn. Hazer Archer seconded the motion, and the meeting adjourned at 11:12 a.m.

### **APPROVED BY:**

  
\_\_\_\_\_  
SERTPO Committee Chair/Vice Chair

4/10/25  
\_\_\_\_\_  
Date

### **ATTESTED BY:**

  
\_\_\_\_\_  
SERTPO Program Manager

4-10-25  
\_\_\_\_\_  
Date

# **Southeast Regional Transportation Planning Organization (SERTPO)**

## **Minutes of the SERTPO Committee Meeting**

**April 10, 2025 – 10:00 am**

**Vaughn Community Center**

### **MEMBERS PRESENT:**

*Representative (or Alternate) listed in Alphabetical Order*

|                                  |                        |
|----------------------------------|------------------------|
| Ball, Crystal                    | City of Lovington      |
| Barrios-Testa, Angie             | City of Carlsbad       |
| Bunch, Clint                     | City of Clovis         |
| Davalos, Minerva (Mayor)         | Village of Capitan     |
| Dominguez, Juan                  | Roosevelt County       |
| Forget, Meadow (Mayor)           | Village of Melrose     |
| Garwood, Mark (Trustee)          | Village of Tularosa    |
| Henry, Anthony                   | City of Hobbs          |
| Jarvis, Joe                      | City of Ruidoso Downs  |
| Jimenez, Pablo                   | Otero County           |
| Jones, Walon                     | Curry County           |
| King, Timothy (Mayor)            | Village of Cloudcroft  |
| Little, Chris                    | Mescalero Apache Tribe |
| Lucero, Catalina (Mayor Pro Tem) | Town of Vaughn         |
| Lujan, Ashley                    | Eddy County            |
| MacCornack, James                | City of Roswell        |
| Marquez, Delbert (Councilor)     | Village of Fort Sumner |
| Martinez, Michael                | Village of Ruidoso     |
| Moyer, Brent                     | De Baca County         |
| Myrick, Van                      | City of Jal            |
| Rael, Stella                     | City of Alamogordo     |
| Samora, Jesse (Mayor Pro Tem)    | Town of Carrizozo      |
| Serna, Samantha (Commissioner)   | Lincoln County         |
| West, Joe                        | Chaves County          |

### **MEMBERS ABSENT:**

|                             |                     |
|-----------------------------|---------------------|
| Autrey, Deborah (Mayor)     | City of Texico      |
| Brito, Candy                | City of Eunice      |
| Burkett, Mickey (Mayor)     | Village of Dora     |
| Jennings, Dan (Councilor)   | Town of Hagerman    |
| Kalisek, Joe (Councilor)    | Town of Tatum       |
| King, Kris (Mayor)          | Village of Causey   |
| McVey, Jo                   | City of Portales    |
| Needham, Corey              | Lea County          |
| Onsurez, Jackie (Councilor) | Village of Loving   |
| Powell, Justin              | Town of Dexter      |
| Sales, Rudy                 | Village of Hope     |
| Sallee, Debra               | Town of Lake Arthur |
| Schell, Jimmy (Mayor)       | Village of Grady    |
| Seely, Sam (Mayor)          | Village of Corona   |
| Summers, Kim                | Town of Elida       |
| Valverde, Summer            | City of Artesia     |
| Whitecotton, Toni           | Village of Floyd    |

**COG/NMDOT PRESENT:**

|                     |                                                                   |
|---------------------|-------------------------------------------------------------------|
| Arnett, Manon       | NMDOT District 2 - Roswell                                        |
| Burr, Mary Ann      | Southeastern New Mexico Economic<br>Development District (SNMEDD) |
| Cabeza de Vaca, Lee | NMDOT Right of Way Bureau - Santa Fe                              |
| Duran, Denise       | NMDOT Right of Way Bureau – Santa Fe                              |
| Matta, Louis        | NMDOT – District 2 -Roswell                                       |
| Surina, Julie       | Eastern Plains Council of Governments (EPCOG)                     |

**GUESTS PRESENT:**

|                            |                              |
|----------------------------|------------------------------|
| Beltran, Simon (Trustee)   | Town of Carrizozo            |
| Castillo, Reena            | Town of Vaughn               |
| Fulkrod, Brian             | Village of Melrose           |
| Garcia, Yolanda            | Town of Vaughn               |
| Honeycutt, Jeff            | Lincoln County (Alternate)   |
| Lucero, Amanda             | De Baca County               |
| Lucero, Natalie            | Vaughn Student               |
| Martinez, Cayden           | Vaughn Student               |
| Martinez, Rudy (Councilor) | Village of Vaughn            |
| Ramirez, Raqui             | Vaughn Student               |
| Ramos, Justin              | City of Carlsbad (Alternate) |
| Roybal, Pamela Ann         | Vaughn Municipal Schools     |
| Wilson, Peggy              | Village of Capitan           |

**CALL TO ORDER / QUORUM (10)**

**PLEDGE OF ALLEGIANCE / SALUTE TO NM FLAG**

**INTRODUCTIONS**

Chairman Jeff Honeycutt called the meeting to order at 10:00 a.m. and thanked the Town of Vaughn for hosting the meeting. With twenty-four members present, a quorum was established. All present participated with the US Pledge of Allegiance and the salute to the New Mexico flag. Introductions were held.

**APPROVAL OF AGENDA**

Crystal Ball made a motion to approve the agenda. Brent Moyer seconded the motion. A call for votes was taken, and with there being no objections, the motion passed unanimously.

**APPROVAL OF MINUTES**

The minutes of the March 5, 2025 meeting were considered for review and approval. Mike Martinez made a motion to approve the minutes. Brian Fulkrod seconded the motion. A call for votes was taken, and with there being no objections, the motion passed unanimously.

**PRESENTATION: Federal-Aid Right-of-Way Requirements for Local Public Agencies**

NMDOT Right of Way Bureau (Santa Fe, New Mexico)  
Lee Cabeza de Vaca, Relocation and Specialization Unit – Relocation Supervisor  
Denise Duran, Relocation Agent

Mr. Cabeza de Vaca greeted members and explained they would be presenting on Right-of-Way, the full process and its different areas of Title, Mapping, Valuation, Acquisition/Condemnation, and Project Certification/Reimbursements. Presentation handouts were given to members. The Relocation Supervisor provided examples of when entities encounter accessing the right-of-way process. He explained that the Uniform Act has been modified

this past year, and the Relocation Handbook is being updated, available soon online. The Act ensures that any property or any person, business or farm being displaced, are treated fairly, equitably, and there is some recourse (not just taking property without just compensation). Standards, policies, and procedures are being reviewed for compliance with the recent changes. Right-of-Way is usually accessed for road safety, which involves eminent domain—making sure all is for public safety and to improve roads. He stressed that if federal funds are involved, all federal rules apply. Even if an entity is doing relocation and right-of-way with its own funds, he urged them to follow all the federal rules and regulations, so the entity does not have to go back and pay for services twice. He encouraged members to contact the Bureau, and they can assist when there is real property (business or home) or a person that is being affected.

There is a Code of Federal Regulations (CFR) that the Bureau follows, designed for how they function when they do the evaluation of property, mapping, titles, right of way process, etc. The CFR governs all activities when making decisions and interacting with the local entities and clients that are being impacted. The Supervisor provided an overview of 49 CFR - Transportation; 49 CFR, Part 24 – Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs; 23 CFR - Highways; and 23 CFR, Part 710 – Right-of-Way and Real Estate. The CFR also governs the relationship between NMDOT and tribal/local public agencies. The Federal Highway Administration (FHWA) allows NMDOT to administer the program (federal funding) and utilizes Oversight Agreements with NMDOT, formalizing responsibilities, including ensuring roads are maintained/used properly and oversight of local public agencies.

The Chair commented on an disconnect with FEMA where roads are being claimed as FHWA roads when the roads are actually local roadways. FEMA is utilizing their mapping, and the entities are having to submit letters regarding the matter. The local roads are maintained by either the County, Village of Ruidoso, or City of Ruidoso Downs. He inquired about the maps or systems used to come up with these roads that have been locally maintained roads for a length of time. Mr. Cabeza de Vaca stated that he will consult with FHWA to inquire about the processes for FEMA and FHWA in establishing their road systems. Mr. Honeycutt stated that the roadways involved are the entrance to the Racetrack, Gavilan Canyon, and Cedar Creek – all being identified as FHWA roadways. Mike Martinez offered additional comments, and it was determined that the matter appears to be resolving. Mr. Cabeza de Vaca will provide his business cards for members to provide him with the information, and they will move forward with it on their side, identifying the roads in their systems.

Title information was reviewed, with copies of title reports displayed. Louis Matta, District 2, confirmed for all that the project number and control number are the same. The Title Unit will be involved with all title aspects, and Mr. Cabeza de Vaca provided a thorough review, speaking of the thirty-three-year certified title search, title certificate, chain of title, five-year tax search, title sheets and work map. He also discussed mandatory meetings with the NMDOT Lands Abstracting Unit. Title reports must be prepared in accordance with the 2016 Lands Abstracting Unit Handbook, and this Handbook may be updated by FHWA. Title reports are good for six months from the date of certification. If there is a delay in funding or work, once it is past six months, one will have to pay for the title work again and that expense is not reimbursable. The Lands Abstracting Unit oversees their title reports, and functions/duties were described.

The Survey & Lands Engineering Division supports all surveying and mapping activities required for the transportation projects in the Statewide Transportation Improvement Program (STIP). He spoke to their structure, Sections and Units. Regarding appraisal and appraisal review, tribal/local public agencies should consult with NMDOT before hiring an appraiser. The appraisal process cannot commence until the final ROW map has been approved, funding has been approved, and final environmental clearance has been received. An overview of the appraisal / review timeframe was discussed. The NMDOT Appraisal Unit provides fair market value estimates of real property, conducts other studies, and performs those tasks to support their mission. The NMDOT Valuation section oversees the Appraisal Unit and Appraisal Review Unit and is responsible for evaluation/valuation of real property subject to acquisition or disposition.

Right of Way acquisition takes approximately six months to complete and cannot commence until appraisal reviews have been approved and stamped. The Acquisition Process is governed by 49 CFR, Part 24.102(f), and

the regulation was provided. The Unit's responsibility is to acquire real estate needed for road construction projects involving private landowners, commercial business owners, and local municipalities. Mr. Cabeza De Vaca continued with a description of the requirements and steps for offers; condemnation; acquisition record keeping; steps for closing; administrative settlements; and donations. Chris Little commented that they deal with different entities and inquired if there could be more information relating to tribal entities. Ron Shutiva, Tribal Liaison, has retired. Mr. Little recommended that NMDOT attend meetings to speak about tribal processes. The Relocation Supervisor and District 2 will take his message back to NMDOT. Mr. Cabeza de Vaca added that they are working on tribal land information and were waiting for Liaison approval. He requested feedback on the section, and Mr. Little agreed to review and comment.

The Relocation Specialty Unit addresses right of way functions involving tribal/local governments, relocation assistance, water rights, and federal/state government lands. The Unit is currently working in Jal, and the Relocation Supervisor described business relocations. The Unit has previously conducted relocations in Carlsbad and Clovis. If a project involves tribal lands, NMDOT should be contacted immediately. Government lands or public lands were reviewed, to include the Bureau of Land Management (BLM), the United States Forest Service (USFS) and the New Mexico State Land Office (SLO).

Encroachments refer to unauthorized structures or activities within the designated area of public roads, pipelines, or utilities. Examples given included food trucks, cars parked for sale, awnings, billboards, etc. Discussion was held on the wildlife corridor planned for US 70 (Mescalero). Right of Way certification is managed in the Relocation Unit. Once the right-of-way activities are completed, a formal request for right-of-way certification can be prepared, to include termini. Requirements for the request were reviewed, and if all requirements are met, they will process/issue/distribute the certification to the entity, the District, FHWA, contractor and all. Miguel, from their office, can furnish entities with the request letter requirements and sample letters. The final Right of Way Certification gives the entity the authority to go ahead and move forward with actual production of the project.

Reimbursement for ROW activities will be provided in either a Joint Powers Agreement (JPA) or Cooperative Project Agreement (CPA), which gives directions and provides how reimbursements will be processed. Additional information on reimbursement requirements was provided, and questions may be directed to Mr. Cabeza de Vaca or Raul, whose contact information was previously provided. The presentation concluded with NMDOT Region/District Coordinators' contact information. Contact information for each Unit was given in the presentation. Additionally, entities were urged to contact the Department for vetted contractors/agents for the right-of-way process, acquisition, relocations, and certified appraisers.

Mark Garwood thanked Mr. Little for being a good sister community and for all his work done on the reservation and the flow of traffic through the area. Denise Duran, Relocation Agent, commented that they have been re-vamping the presentation. Her goal had been to include terminology and steps that are foreign to many people and to share what they do in the Right of Way Bureau, having an open door for questions, guidance, and support.

## **ACTION ITEMS**

### **A. Transportation Project Fund (TPF) Review, Discussion and Possible Action on the Process for Incomplete Applications**

The Chairman explained that this item will be a discussion about the signature line that has changed on the new Project Feasibility Form (PFF). Joey Jarvis, Vice Chairman, inquired if the District had any recommendations to offer. Louis Matta, District 2, recommended that members read/review the new PFF form. The places where the 95% and 5% amounts on the PFF form were swapped—be aware of that change. Also, applicants need to sign in the correct place and make sure math is correct. Mr. Jarvis commented that there needs to be a meeting in the summer or early fall, possibly subcommittee, and review any changes that need to be made. The Chairman added that during a subcommittee meeting, their review of the scoring criteria and recommended changes will reflect what everyone wants and to make it uniform. Mary Ann Burr commented that the Call-for-Projects is usually released in the latter part of January. The timeline has been coordinated to start in January so everyone can get a head start. The

Chairman recommended that the subcommittee or regular meeting take place before the next TPF application cycle begins. Light discussion was held on entities who chose to use the new form. The new PFF form was released when PFF reviews had already begun. Discussion continued on the amount of funding. Mr. Matta named amounts of funding that he has been told will be available—none are definite at this time. The Chairman added comment on possible funding amounts and stated that once funding amounts are confirmed, the information will be passed along to members.

**B. Resolution No. 25-001 Approving Public Meeting Notice Requirements of the Southeast Regional Transportation Planning Organization (SERTPO)**

Mary Ann Burr explained that this is an annual resolution, with any updates, putting forward where meetings are held, types of meetings, how agendas are posted, etc. Brent Moyer made a motion to approve Resolution No. 25-001. Motion was seconded by Crystal Ball. A call for votes was taken, and with there being no objections, the motion passed unanimously.

**C. Resolution No. 25-002 Approving the SNMEDD/COG RWP Formal Amendment for FFY25/26**

Mary Ann Burr explained that a change was needed for the travel budget and with the change being over twenty percent, it required a formal amendment be reviewed/approved by the SERTPO Committee. Ms. Burr explained the activity taking place with the travel line item (tires, battery, and electronic repairs). Budget was moved from other line items to increase the travel budget line item. She commented on budgeted hours also being adjusted. Mike Martinez made a motion to approve Resolution No. 25-002 Approving the SNMEDD/COG RWP Formal Amendment for FFY25/26. Van Myrick seconded the motion. A call for votes was taken, and with there being no objections, the motion passed.

## **INFORMATIONAL ITEMS**

### **SERTPO Program Manager/Regional Planner Updates**

Mary Ann Burr informed members of changes occurring within the planning grants. SNMEDD has been administering CDBG Comprehensive and Asset Management Plans, however, there has been a recent change whereby CDBG planning grant funding will cease—only infrastructure grants will be funded.

Regarding the trail mapping project, draft mapping has been prepared. The RTPO planners will meet again with the consultants in May. Mapping is expected to be complete in May. Once mapping is complete, the plan is to update the Regional Transportation Plan (RTP) with a trail section. Ms. Burr explained that she spoke to the consultant recently, and she requested a reminder be given to the local governments. The consultant has reached out to the local governments for any tweaking of the mapping, and she requests local governments to get back to her by the end of this week so the consultant can move forward with the project.

Following this meeting, Ms. Burr stated that she will be able to complete the attendance list that is used with the TPF scoring criteria. The attendance information will be provided to members prior to the May meeting. Additionally, the annual membership mailing for SERTPO representation will be conducted soon. Ms. Burr explained how the mailing is an annual requirement for both COGs.

Julie Surina informed members that she attended the National Planners conference in Denver. Samuel Jensen, NMDOT (Santa Fe), was on the agenda as one of the speakers. The Federal Lands Access Program (FLAP) funds were announced and is moving forward. The application deadline is June 20, 2025. Webinars on being held on April 22-23, 2025 (an email was previously shared and can be resent).

### **NMDOT Updates**

Louis Matta, District 2, thanked members for applications for the Local Government Road Fund (LGRF). There was additional activity for TPF with the new forms, which have all been completed. Regarding TPF funding, there is an additional \$19 mil that was added. He commented that after speaking with Clarissa Martinez (NMDOT Santa Fe), she believes there is \$58-59 mil of funding. There has been talk of a smaller number (\$38 mil), but hopefully the funding will be the larger number.

Southeast Regional Transportation Planning Organization (SERTPO)  
Minutes of April 10, 2025 Meeting

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With LGRF, there was a total request of a little over \$10 million. Municipal Co-op was \$3 mil for requests, the budget is \$1.14 mil; County Co-op was \$1.05 mil for requests, budget was \$800k; School District Co-op was \$2 mil for requests, budget is a little over \$300k; School Bus Route was \$1.2 mil for requests, budget is \$646k; and Municipal Arterial was \$2.9 mil for requests, budget is \$1.02 mil. There are decisions to be made, and a discussion will be held with the District 2 Engineer, Francisco Sanchez. Capital Outlay is expiring at the end of June. He stated that if an entity receives a letter from Libby Coslin, do not ignore it. If an extension is needed, that should be happening by at the least by the end of the week. He urged entities not to delay. It has always been a sixty-day notice for an extension. The Que Linda Beautification grant will soon be opening for projects, a \$2 mil grant. Manon Arnett has been checking with entities to see if assistance is needed. Regarding Build America/Buy America, there is a class coming up on May 8<sup>th</sup> at ENMU Roswell. If an entity has Rec Trails or similar funding, he recommends attendance at the classes. Ms. Arnett added that she will send out an update.

Mr. Matta stated that some entities received an email about an FHWA survey. He requested that entities respond to that request. Vetting must be done, and they are looking for completion as soon as possible. The State Transportation Commission meeting will be in Cloudcroft soon (May 15<sup>th</sup>). Construction projects coming up are NM128, US60, US380 and the Texico overpass.

The Chairman inquired if it was possible to receive copies of their LGRF budget so the information/explanation can be shared. Members commented that the information would be useful in answering questions from their commissioners. Light discussion was held. Ms. Arnett informed members that she would send out the budget information. An inquiry was also made on any advocacy on their behalf for more monies. Ms. Burr commented and will research/revisit the matter. Mr. Matta added that NMDOT did not receive extra budget authority.

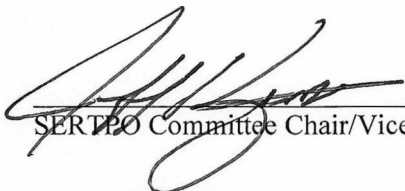
#### Public Comments

Pamela Roybal, Vaughn Municipal Schools, expressed thanks for allowing students to attend the meeting. They have been trying to get students more involved, and they have been attending School District, City Council and Commission meetings, to experience community activity.

#### NEXT MEETING DATE/ADJOURNMENT

The next meeting date is May 21, 2025, at the Ruidoso Convention Center. Ms. Burr added that she will visit with the Chair/Vice Chair next week regarding the start time of the meeting. Catalina Lucero, Vaughn Mayor Pro Tem, and Yolanda Garcia, Town Clerk, thanked members for visiting Vaughn and offered additional comments. Crystal Ball made a motion for adjournment. Walon Jones seconded the motion. A call for votes was taken, and with there being no objections, the motion passed unanimously and adjourned at 11:55 a.m.

#### APPROVED BY:

  
\_\_\_\_\_  
SERTPO Committee Chair/Vice Chair

5/21/25  
\_\_\_\_\_  
Date

#### ATTESTED BY:

  
\_\_\_\_\_  
SERTPO Program Manager

5-21-25  
\_\_\_\_\_  
Date

# **Southeast Regional Transportation Planning Organization (SERTPO)**

## **Minutes of the SERTPO Committee Meeting**

**May 21, 2025 – 9:00 am**

**Ruidoso Convention Center**

### **MEMBERS PRESENT:**

*Representative (or Alternate) listed in Alphabetical Order*

|                                |                        |
|--------------------------------|------------------------|
| Archer, Hazer                  | Eddy County            |
| Barrios-Testa, Angie           | City of Carlsbad       |
| Bunch, Clint                   | City of Clovis         |
| Davalos, Minerva (Mayor)       | Village of Capitan     |
| Dominguez, Juan                | Roosevelt County       |
| Forget, Meadow (Mayor)         | Village of Melrose     |
| Garcia, Roman (Mayor)          | Village of Vaughn      |
| Garwood, Mark (Trustee)        | Village of Tularosa    |
| Gutierrez, Bernardo            | City of Lovington      |
| Hemphill, Bob (Mayor)          | Town of Carrizozo      |
| Henry, Anthony                 | City of Hobbs          |
| Jarvis, Joe                    | City of Ruidoso Downs  |
| Jones, Walon                   | Curry County           |
| Kalisek, Joe (Councilor)       | Town of Tatum          |
| King, Timothy (Mayor)          | Village of Cloudcroft  |
| Little, Chris                  | Mescalero Apache Tribe |
| MacCornack, James              | City of Roswell        |
| Marquez, Delbert (Councilor)   | Village of Fort Sumner |
| Martinez, Michael              | Village of Ruidoso     |
| McVey, Jo                      | City of Portales       |
| Moyer, Brent                   | De Baca County         |
| Myrick, Van                    | City of Jal            |
| Porter, Tom                    | Otero County           |
| Serna, Samantha (Commissioner) | Lincoln County         |
| West, Joe                      | Chaves County          |

### **MEMBERS ABSENT:**

|                             |                     |
|-----------------------------|---------------------|
| Autrey, Deborah (Mayor)     | City of Texico      |
| Brito, Candy                | City of Eunice      |
| Burkett, Mickey (Mayor)     | Village of Dora     |
| Jennings, Dan (Councilor)   | Town of Hagerman    |
| King, Kris (Mayor)          | Village of Causey   |
| Needham, Corey              | Lea County          |
| Onsurez, Jackie (Councilor) | Village of Loving   |
| Powell, Justin              | Town of Dexter      |
| Rael, Stella                | City of Alamogordo  |
| Sales, Rudy                 | Village of Hope     |
| Sallee, Debra               | Town of Lake Arthur |
| Schell, Jimmy (Mayor)       | Village of Grady    |
| Seely, Sam (Mayor)          | Village of Corona   |
| Summers, Kim                | Town of Elida       |
| Valverde, Summer            | City of Artesia     |
| Whitecotton, Toni           | Village of Floyd    |

**COG/NMDOT PRESENT:**

|                    |                                                                   |
|--------------------|-------------------------------------------------------------------|
| Arnett, Manon      | NMDOT District 2 - Roswell                                        |
| Burr, Mary Ann     | Southeastern New Mexico Economic<br>Development District (SNMEDD) |
| Matta, Louis       | NMDOT – District 2 - Roswell                                      |
| Sanchez, Francisco | NMDOT – District 2 Engineer                                       |
| Sherman, Valerie   | NMDOT – Liaison (Las Cruces)                                      |
| Surina, Julie      | Eastern Plains Council of Governments (EPCOG)                     |
| Tonjes, Gary       | State Transportation Commission – District Two                    |

**GUESTS PRESENT:**

|                                  |                                        |
|----------------------------------|----------------------------------------|
| Barentine, Jim                   | Cooperative Educational Services (CES) |
| Boughner, Larry                  | City of Lovington                      |
| Burns, Jason                     | Lincoln County                         |
| Crawford, Lynn (Mayor)           | Village of Ruidoso                     |
| Davis, Ashley                    | Mescalero Apache Tribe                 |
| Fresquez, Ray                    | Stantec                                |
| Fulkrod, Brian                   | Village of Melrose                     |
| Garcia, Yolanda                  | Town of Vaughn                         |
| Groesbeck, Lauren                | Village of Cloudcroft                  |
| Hicks, Scott                     | Smith Engineering                      |
| Honeycutt, Jeff                  | Lincoln County (Alternate)             |
| Howalt, Justin                   | City of Clovis                         |
| Jimenez, Pablo                   | Otero County (Alternate)               |
| Lucero, Amanda                   | De Baca County                         |
| Lucero, Catalina (Mayor Pro Tem) | Town of Vaughn (Alternate)             |
| Maue, Lisa                       | Town of Carrizozo                      |
| Palomino, Alex                   | Chaves County (Alternate)              |
| Racehorse, Vernon                | Bohannon Huston, Inc.                  |
| Ramos, Justin                    | City of Carlsbad (Alternate)           |
| Ramsey, Aaron                    | Bohannon Huston, Inc.                  |
| Sanchez, Adam                    | Village of Ruidoso (Alternate)         |
| Thomas, Bert                     | Bohannon Huston, Inc.                  |
| Vega, Vyanca                     | Village of Ruidoso                     |
| Voorbach, Angel                  | Village of Tularosa                    |

**CALL TO ORDER / QUORUM (9)**

**PLEDGE OF ALLEGIANCE / SALUTE TO NM FLAG**

**INTRODUCTIONS**

Chairman Jeff Honeycutt called the meeting to order at 9:00 a.m. With twenty-five members present, a quorum was established. All present participated with the US Pledge of Allegiance and the salute to the New Mexico flag. Introductions were held.

**APPROVAL OF AGENDA**

Walon Jones made a motion to approve the agenda. Joe West seconded the motion. A call for votes was taken, and with there being no objections, the motion passed unanimously.

## APPROVAL OF MINUTES

The minutes of the April 10, 2025 meeting were considered for review/approval. Adam Sanchez made a motion to approve the minutes. Brian Fulkrod seconded the motion. A call for votes was taken, and with there being no objections, the motion passed unanimously.

## ACTION ITEMS

### Transportation Project Fund (TPF) Presentations and Scoring Evaluations

The Chairman explained the procedure to be followed with Capital, followed by Design and ending with Maintenance applications. He further reminded members of the time limits.

#### Capital Presentations / Scoring Evaluations

1) **Cloudecroft** – Priority 1 – Phase 1 Road Improvements

Presenters: Lauren Groesbeck, Grants Coordinator  
Timothy King, Mayor

Lauren Groesbeck spoke to the FY26 funding request, to include the State share and local match. A hardship waiver is being requested. Ms. Groesbeck explained that TPF funded the design last year for the project being presented on this date, and this project is for construction of three roads (Phase 1). The survey has been completed, and design will be complete by August 2025. Roadway improvements include pavement and drainage improvements, with asphalt mill and overlay, valley gutters, check dams, basins, and possible ADA improvements. The long-term plan displayed survey and design from TPF funds awarded in FY25, with Phase 1 included in the FY26 application (Panther, Apache Drive, and San Juan Ave) and Phase 2 planned for FY27. Ms. Groesbeck spoke to the priority of the roadway within their ICIP, with roads being high priority for the Village. She added the Village had a FY24 TPF application that was not awarded. The termini and length of the three roads were provided.

Justification for the project was reviewed, to include increasing public safety, improving roadway conditions and drainage, especially for snowmelt. There is substantial snowmelt in the winter, and the roads suffer. The Village wishes to reduce damage to vehicles, improve residential traffic flow, and support both their ICIP goals and Comprehensive Plan. The projects' roads are near the end of their twenty-year life span. Ms. Groesbeck spoke to coordination efforts with NMDOT and the RTPO. There is no proposed work within the NMDOT Right-of-Way, and the anticipated timeline for procurement and completion was provided. The Mayor added that the photos show the roads have a similar age, and parts of the roads are just gravel.

There was an inquiry on their right-of-way and environmental. Mayor King explained the roads are in the Cloudecroft right-of-way; there are areas where ADA improvements would be difficult due to narrowness of roads; and the environmental has been submitted. He confirmed there is no Bureau of Reclamation/BLM land, the project is all inside the Village of Cloudecroft.

The Chairman explained that the scoring will be conducted by group consensus, and, for transparency's sake, all criteria is addressed and scored while the entities are present. The Vice Chairman will be inputting the scoring results.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for any comment/input.  
Joe Jarvis announced the member scoring, for a total score of 57 pts.

2) **Clovis** – 21<sup>st</sup> Street: Norris St. to Prince St.

Presenter: Justin Howalt, City Manager

Justin Howalt explained that they submitted this project last year. Since that time, the road continues to deteriorate with severe cracking (photos displayed). The plan for the roadway is to take it back all the way to

the subgrade, and he described the planned improvements. The City is requesting \$2.8 million, and the design of the project is complete.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input. The City Manager answered questions.  
Joe Jarvis announced the member scoring, for a total score of 95 pts.

3) **Fort Sumner** – 2<sup>nd</sup> and 3<sup>rd</sup> Street Drainage and Improvements

Presenters: Vernon Racehorse, Bohannon Huston, Inc.  
Bert Thomas, Bohannon Huston, Inc.  
Delbert Marquez, Village of Fort Sumner, Councilor

Vernon Racehorse provided background information on the project. The Village has been previously approved for design through TPF, and design is 60% complete by the end of this month. Resolutions were displayed. He explained that complete design is anticipated in July 2025, and if awarded, construction letting would take place in Winter 2026; breaking ground would take place in Spring 2026; and closing out is planned in Fall 2026. The project limits were discussed. Termini for each street was provided, with lengths being over 1,000+ linear feet for each street. These streets were selected due to ease of build. There are few utilities on the project, so very little to no impacts are anticipated, including right-of-way. Photos of existing conditions showed severe, continuous alligator cracking.

The project serves over fifty residents (number of dwellings); as a school bus route; a detention facility; a public library; a senior center; and a few community businesses. Proposed improvements include a fresh surface, base course, and mountable curb on both sides of the road (no current drainage facility), to travel water flow where it needs to go and keep it from ponding. The improvements will provide quicker ingress/egress for the community; school bus routes will be improved; and streets will be safer. The funding request is for \$1.4 million.

An inquiry was made on the curb/gutter and where the water was being taken to. Mr. Racehorse responded that the water is going to Sumner Blvd, channeling it to a storm drain system, and he responded to a question on designing for flood events. Bert Thomas, BHI, answered questions and added comment on procurement; the storm drains system (Sumner Blvd), designed to NMDOT standards for a twenty-five to fifty-year flood; partnerships; and connectivity.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input.  
Joe Jarvis announced the member scoring, for a total score of 88 pts.

4) **Jal** – 2026 Roadway Improvements

Presenter: Van Myrick, City of Jal, Public Works Director

Van Myrick explained their project is a top priority in their ICIP, and safety upgrades are important to the City of Jal. The project involves multiple streets (displayed). The scope of work and planned improvements for 1.34 miles of roadway were reviewed. Photos of the condition of the streets were displayed, with most of the streets having severe alligator cracking. Mr. Myrick added that Jal recently had a significant rain event, and it will help when drainage is improved on the streets. The Public Works Director addressed procurement, speaking to construction advertisement bidding, when construction would begin and end, and planned project closeout. Design is 100% complete, and the project is shovel ready. The City applied for this same project last year (FY25), but the project was not funded. Previous TPF monies (2023) have been fully spent, and the project has been closed out. Mr. Myrick added that there are no partnerships, the application is for a complete project/no phases, and the City of Jal has attended 83% of SERTPO meetings.

The Public Works Director reminded members that NM 128, a major corridor for the Permian Basin, goes through the City of Jal. District 2's NM 128 construction project will be starting soon. He added that when the construction begins, the City will be overwhelmed with traffic. The City has been making plans for that influx of traffic.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input. Joe Jarvis announced the member scoring, for a total score of 90 pts.

5) **Portales** – S Ave K Improvement Project

Presenter: Jo McVey, Infrastructure Project Administrator

Jo McVey identified their project as being South Ave K, from 17<sup>th</sup> Street to US 70. A project location map was displayed, and she commented that the project will be going through the ENMU campus. The City has 100% sealed plans, and the project is shovel ready. The scope includes construction, drainage improvements, ADA, safety, striping, signage, sidewalks, curbs, and valley gutters. She described the pavement removal, subgrade preparation, base course, and new pavement treatment. Photos of the condition of the street were provided as well as the funding request amounts (state/local). The Administrator commented that speed bumps had been removed but adequate repair was not done. The City is ready to procure with on-call contractors that can start right away. Inquiry was made on roadway classification, traffic, and pavement specs for the residential road. Ms. McVey responded, explaining the residential road connects to an arterial (US70), and describing the types of traffic using the roadway.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input. Previous Application history was researched and points adjusted. Discussion was held on partnerships, documentation requirements provided on the scoring sheet and scoring for the present and future considerations (i.e., MOU, resolution, letter of support). Joe Jarvis announced the final score, for a total score of 102 pts.

6) **Roswell** – S. Atkinson Ave Mill/Fill & ADA

Presenter: James MacCornack, Senior Engineer

James MacCornack explained to members that this is the fourth year that the City is applying for this project. The proposed project includes mill and fill pavement, sidewalk, and ADA improvements on South Atkinson, from McGaffey St. to Brasher St. He reviewed the funding request (state share/local match/total) and the average PCI (46 per 2019 pavement condition survey). The Engineer spoke to storm water, some of their retention facilities (pond) and flooding impact. The City has advanced their design to 90% and through the summer, will be able to have 100% design. A project location map was displayed, all within the City right-of-way, and he spoke to connectivity. Photos of the road were shown for its condition, to include cracking, failures after the flood event, etc. Proposed ADA improvements include sidewalk repair and upgrade of curb ramps to meet current ADA standards. Sidewalk photos displayed cracking and the areas requiring ADA updates.

A member inquired about the impact on the road anticipated due to the future Air Races event. Mr. MacCornack indicated that it is a possibility but not likely a significant increase on this particular roadway.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input. The Engineer added that complete documents will be available by the time of award; procurement will be within sixty days; and design is 90% done. Members discussed the connectivity criteria, including congestion relief, connectivity to NMDOT highways, and alleviating congestion (alternative routes). The Chairman commented that this criterion can be revisited, to make it clearer. Chaves County commented that Atkinson does tie into the West and East Relief Routes and is one of three roads that spans the length of Roswell. Joe Jarvis announced member scoring, for a total score of 84 pts.

Chris Little, Mescalero Apache Tribe, invited everyone to a Wildlife Corridor meeting that they are hosting at the Inn of the Mountain Gods. They are seeking public input on US70. The meeting starts at 6:00 p.m.

**Design Presentations / Scoring Evaluations**

The Chairman reminded members of the time limits for design, with scoring completed by group consensus.

1) **Carlsbad** – Old Cavern Hwy Design

Presenters: Angie Barrios-Testa, Grants Director  
Justin Ramos, Street Superintendent  
Scott Hicks, Smith Engineering

Angie Barrios-Testa introduced the presenters and identified the project as Old Cavern Highway Reconstruction – Preliminary Plan & Design. Justin Ramos informed members that the project was selected due to the critical need and anticipated future safety risks. They are seeking design funds with construction anticipated once the design is complete. There are no federal funds allocated. The design phase is expected to be completed within 12 months, but they are willing to extend to 18 months if necessary. The City is planning to add sidewalks, crosswalks, and signalization at Old Cavern Hwy and Pima Drive. The plan is to enhance existing drainage with the addition of curbs and gutters to direct stormwater.

Ms. Barrios-Testa explained the project is to plan and design for reconstruction of approximately 6,000 linear ft. of Old Cavern Highway, from Farris Street to the City limits. Preliminary and final planning and design includes survey, platting, civil engineering, construction documents and bidding/contract negotiations. The Grants Director reviewed the funding request amounts (state share/local match/total). The City has an on-call engineering contract that they established in 2024 with Smith Engineering, so procurement can begin immediately. The City is phasing the project into two phases, design, and construction. There will be right-of-way acquisitions from the Carlsbad Municipal Schools and other owners in the area, and they have had positive feedback. The Schools are planning to do a high school or middle school in the area and an elementary school in the future. She displayed the project location map, which is set in the south part of Carlsbad where there is growth. The north terminus is where the school is planned. Ms. Barrios-Testa spoke on the proposed points on their self-score sheet.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input. Ms. Barrios-Testa spoke to their interaction with the Schools. While the application did not include documentation, the Chairman stated that this is an area [Partnerships] where there can be clarification in future discussions, so points could be potentially be awarded. Joe Jarvis announced member scoring, for a total score of 92 pts.

2) **Chaves County** – E. Mt. View Road Reconstruction

Presenters: Alex Palomino, Public Services Director  
Joe West, Road Director

Alex Palomino explained that the County is requesting design for E. Mountain View Road, which is approximately 2,300 linear ft. of roadway reconstruction. The intent is to recycle the existing roadway, which is a chip-seal roadway, and add six inches of base. Photos displayed the condition of the roadway, to include where pavement is breaking off. Signing and striping is also planned. The roadway ends at Mountain View Middle School. The Roswell Independent School District (RISD) is finalizing design for a new school, to replace the existing school. A slide displayed the design of the school development along the roadway. Additional traffic is anticipated for the roadway, and there is potential development for those interested in vacant lots in the area. This is the County's first design application.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input. Mr. Palomino requested changes to the self-scores on Last Award and Phase. Previous Application self-score was also adjusted. Joe Jarvis announced member scoring, for a total score of 92 pts.

3) **Clovis** – 21<sup>st</sup> Street: Wheaton to MLK

Presenter: Justin Howalt, City Manager

Justin Howalt identified his project on 21<sup>st</sup> Street, from Wheaton to MLK (project map displayed). The street carries a lot of traffic traveling to and from Cannon Air Force Base (CAFB). There is also a lot of development in the area, which he expanded on. The roadway converts to a rural, two-lane section, in front of

the hospital. The City Manager described the pavement treatment, sidewalks, widening bike lanes, drainage, and related improvements. The City does have on-call engineering and commented on the amount of funding requested. This is the second year for application.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input. Light discussion was held on future support from CAFB and the road section. There are various levels of support that may be provided in letters of support.  
Joe Jarvis announced member scoring, for a total score of 94 pts.

4) **Lincoln County** – Cora Dutton Planning & Design, Phase 1

Presenters: Jason Burns, County Manager  
Samantha Serna, Commissioner

Jason Burns presented on their design project, a connect road between NM 37 to NM 48 (project location map displayed), which is a high priority to the County. The roadway is in a highly populated area that continues to grow. The condition of the road is very much deteriorated and severely potholed. When it rains and snows, there are a lot of drainage problems, which is why the County is requesting design--to ensure drainage flows. The County does not believe the subgrade is going to hold up the roadway much longer. The County has on-call engineers who were recently awarded, and the project will move quickly if awarded. They have not had any awards (design), and this will be a complete project.

Mayor Davalos commented that the roadway has a very high impact on Capitan, Nogal, and other communities. It is a major route. Residents from both highways continuously use the road, and the roadway is also a school bus route.

Scoring: Chairman Honeycutt recused himself and Vice-Chairman Joe Jarvis reviewed all criteria scores with members for comment and input.  
Joe Jarvis announced member scoring, for a total score of 94 pts.

5) **Portales** – Design Various Streets

Presenter: Jo McVey, Infrastructure Project Administrator

Jo McVey explained that this is the first design application for West University, from South Globe Ave to South Ave K. It is approximately two miles and includes residential areas. Photos of the roadway were displayed to show condition of roads, and the Administrator commented on the curb and gutter, flooding, patching that erodes away, deterioration, navigation difficulties, and drainage issues. The reason the roadway was selected was due to its frequent usage. She spoke to the amount of funding being requested.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input.  
Joe Jarvis announced member scoring, for a total score of 87 pts.

6) **Tatum** – 2025 Various Roadway Design

Presenters: Joe Kalisek, Councilor  
Ray Fresquez, Stantec

Joe Kalisek stated the project is for approximately nine streets, 2.79 miles, and the Town has applied for this project twice. He explained the project consists of dirt roads. He further spoke about the impact of rainfall, and the roads serving as school bus routes. The Town's last award was used for maintenance. Mr. Fresquez added that the last award (maintenance) was slurry seal of various streets around the Town. This project was submitted last year for design, but it was not funded. The scope of the project will be planning, engineering and design of dirt and caliche roads, curb and gutter, and pavement sections. It will be procured through CES.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input.  
Joe Jarvis announced member scoring, for a total score of 94 pts.

7) **Tularosa** – 1<sup>st</sup> Street Plan and Design

Presenters: Mark Garwood, Trustee  
Aaron Ramsey, Bohannon Huston, Inc. (BHI)  
Angel Voorbach, Village staff

Mark Garwood explained that the Village needs to have design for 1<sup>st</sup> Street, and with mapping displayed, he spoke to the several public facilities on the street, to include schools, a historical registry site, community park, and local church. The roadway connects to US70 and is vital to the Tularosa community. It is a school bus route. The Trustee stated there is an acequia next to a portion of the roadway. Over the years, there has been water seepage under the road, causing dangerous conditions for public travel. 1st Street is also used for children walking to and from school. On the right-hand side of the road, there are dips that are approximately 1' to 2' deep in spots. When the road gets flooded during the rainy season, the ditches overflow, creating a water puddle all the way down on the right side of the road. Also, when school buses are coming down on the roadway, cars inherently go across the center line to avoid the dips in the road, causing a very dangerous condition. The design is for a complete rebuild, .57 miles total roadway. Several local fiestas and activities are held on this street, Granado Street, as well as all the sub streets, east to west. The road is heavily traveled throughout the day. The design is from US 70 to Darby Lane. There are several maintenance issues, and the Village cannot maintain the road any longer. Mr. Garwood added that it has reached the point where the roadway is going to cave in. He spoke to the four culverts on the roadway, owned by the ditch corporation. The culverts are antiquated, and there is no cement in and around a few of them. Water is always going under the street. Several trees on the street have been removed. The roots go underneath the ditch, taking all the water to the road. Mr. Garwood concluded, adding that they need to include a barrier during the design.

Aaron Ramsey, BHI, explained that the project is a full design for a full roadway reconstruction, complete with planning, geotechnical investigation, environmental certs, and surveys. The project application requests \$300,000, and there is no waiver. BHI is the Village's on-call engineer, and they are ready to go. Their last TPF award was in 2021. The Village did apply in 2022 for this same project. Application history from 2021 through 2025 was displayed. This project has been a priority for the Village for a long time. They are not expecting any points for partnership. Regarding phasing, they are requesting full 100% design for the full corridor, so the request is for full points as well as full points for attendance.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input.  
Joe Jarvis announced member scoring, for a total score of 92 pts.

**Maintenance Presentations / Scoring Evaluations**

1) **Carrizozo** – 2026 Maintenance Improvements

Presenter: Bob Hemphill, Mayor

Mayor Bob Hemphill explained the Town is applying for a maintenance project. They wish to repair streets that are really deteriorating. Mapping displayed showed the project locations. If awarded, the Town is ready to go in the next week. The Town has applied for TPF but has not been awarded, therefore, there are also no previous TPF awards. Photos reflected the condition of the streets. The Mayor explained there was already curb and gutter, and described the process (i.e., grind up pavement for approximately eight inches, compact, etc.). Previous applications were for design, and this application is for maintenance. Attendance at meetings was 83%. He pointed out on the mapping that 6<sup>th</sup> Street ties to US380, serves as an entryway, and has a park and pool. 7<sup>th</sup> Street is residential.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input. Ray Fresquez confirmed application history for the group.  
Joe Jarvis announced member scoring, for a total score of 77 pts.

2) **Chaves County** – Buffalo Valley Bridge

Presenters: Joe West, Road Director  
Alex Palomino, Public Services Director

Joe West informed members that this is the second year the County has applied for this project. He explained that the project was listed as a Capital project last year, but SERTPO deemed the project a maintenance project. Mr. West added that they currently have maintenance monies that are unspent, and due to the flooding event, there were some postponements. Buffalo Valley bridge is a red flag bridge with NMDOT, and the project needs to be repaired per the bridge report. The funding request on the application is \$2 million, per the previous quote from CES, and procurement is planned through CES. Photos of the bridge, built in 1957, were displayed, and both presenters spoke to the areas requiring repair. The roadway services the oilfield, farm and ranch, residential, and more.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input. Discussion was held on the flooding event impacting the County's ability to spend; the previous application still being within their time frame; and the point not being reached for requesting an extension. Additionally, there was a recommendation to factor in disasters for the future. Joe Jarvis announced member scoring, for a total score of 59 pts.

3) **Clovis** – Main Street Maintenance

Presenter: Justin Howalt, City Manager

Mr. Howalt stated that the City is requesting \$1.5 million for their Main Street Rehabilitation, from 21<sup>st</sup> Street to 8<sup>th</sup> Street (project location mapping displayed). Mr. Howalt described the types of improvements, including mill and fill. Photos displayed showed the condition of the roadway. Regarding procurement, they have someone available through on-call arrangements. An inquiry was made into the City's priority of the three projects submitted, to which their capital project would be their priority.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input. Joe Jarvis announced member scoring, for a total score of 67 pts.

4) **Curry County** – Curry Roads 15, 14, G, O, 9, 19 and 16

Presenter: Mr. Walon Jones, Road Superintendent

Walon Jones explained that this is the third year the County is applying for the project. Mr. Jones spoke to the termini for all roads, explaining the type of improvements for the various roads (chip-seal, overlay, etc.). Some roads lead to the shooting sports complex and motor plex. Further, some serve as alternate routes. The cost of the project is \$1.3+ million, and the County is ready to fulfill the 5% match. The project is shovel ready, and if awarded, the County is ready to go to work because they have contracts in place.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input. Joe Jarvis announced member scoring, for a total score of 81 pts.

5) **De Baca County** – Paved Roads Preservation Project

Presenter: Brent Moyer, Road Supervisor

Brent Moyer informed members that the County has 8.76 miles of paved roads that need to be maintained. The request is for \$580,080 for micro surfacing preservation on all 8.76 miles. Most of the roads are in their valley, which is highway traffic with farming equipment. There is a state monument that is tied into a few of their roads. Most of the roads were chip-sealed, approximately nine years ago. The County is attempting to preserve their roads. If awarded monies, the County is going to use an RFP and are contracted with Eddy County to do the work. A resolution has been signed, and the County does have their match of five per cent.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input. Joe Jarvis announced member scoring, for a total score of 72 pts.

6) **Lincoln County** – Road Maintenance Micro Surfacing (El Valle and Enchanted Forest Loops)

Presenter: Jason Burns, County Manager

Jason Burns named the project and explained that the roads are in a fairly populated area, in the southern portion of Lincoln County. The scope is a chip-seal micro surface. The roads have been previously sealed, and they are bringing the roads back to their original condition. The County is going to use their on-call contract for construction. Project location mapping was displayed as well as photos of the roads to show condition.

Scoring: Vice-Chairman Jarvis reviewed all criteria scores with members for comment and input.  
Mr. Jarvis announced member scoring, for a total score of 59 pts.

7) **Lovington** – Maintenance Project #1

Presenters: Bernardo Gutierrez, Street Department Director  
Larry Boughner, Street Department Supervisor

Mr. Gutierrez explained they have selected various roads or sections that are most in need of repair. The City has attempted to patch and keep up with roads. The condition of roads was shown with multiple photos, naming roads that have a lot of truck traffic, business traffic, and new development. The contract will be awarded to a contractor within thirty days of award to the City through CES procurement. He added that the City has spent its previous TPF awarded grants without extension, meeting NMDOT standards/quality. Closeout documentation has been accepted by NMDOT. Mr. Gutierrez provided the total cost of the project and stated that this is the second year for application for these streets (years of submission displayed).

Scoring: Vice-Chairman Jarvis reviewed all criteria scores with members for comment and input.  
Mr. Jarvis announced member scoring, for a total score of 81 pts.

8) **Melrose** – Various Roads Maintenance Program

Presenters: Brian Fulkrod, Public Works Director  
Meadow Forget, Mayor

Brian Fulkrod stated that the Village is requesting \$500,000 to repair some intersections and roads. He spoke to the condition of the roads. Procurement is not anticipated to be a problem as they will do the same as done previously, two cycles ago, and that funding was completed properly.

Scoring: Vice-Chairman Jarvis reviewed all criteria scores with members for comment and input.  
Mr. Jarvis announced member scoring, for a total score of 69 pts.

9) **Portales** – Various North Roads

Presenter: Jo McVey, Infrastructure Project Administrator

Jo McVey named the project of East/West Lime Street, from US 70 to North Ave K. The street is an important roadway for Portales and has industrial on one side, with the fairgrounds on the other side. Ms. McVey spoke about flooding issues, types of traffic, minor arterial, length of project, and facilities off the roadway (fairgrounds, magistrate courts, and more). The condition of the roadway was presented via photos. For procurement, the City has on-call contractors.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input.  
Joe Jarvis announced member scoring, for a total score of 47 pts.

10) **Roosevelt County** – Roosevelt County Road Maintenance

Presenter: Juan Dominguez, Road Superintendent

Juan Dominguez informed members the County has applied for maintenance for \$1.9+ million for approximately 32 miles of roads, including chip-seal, micro surfacing, etc. The Superintendent explained that the

County had submitted two maintenance applications last year and was awarded for one. The County is re-submitting the maintenance application that was not funded last year.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input.  
Joe Jarvis announced member scoring, for an adjusted total score of 54 pts.

11) **Roswell** – 2<sup>nd</sup> St. (US 380) Pavement Maintenance

Presenter: James MacCornack, Senior Engineer

James MacCornack stated that the City of Roswell is applying for a pavement maintenance project on Second Street (US 380) for its fourth year. The City is requesting \$1,520,000, and the Engineer spoke to the amounts for state share/local match. He added that the average PCI is 64 per the 2019 pavement condition survey. Procurement is planned for the utilization of statewide pricing agreements, with contract references displayed. The project location map was reviewed/displayed.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input.  
Joe Jarvis announced member scoring, for a total score of 83 pts.

12) **Ruidoso** – Roadway Maintenance Project

Presenters: Mike Martinez, Deputy Manager  
Adam Sanchez, Public Works Director

Mike Martinez explained to members that the Village's request is for \$2 million, and this is their third year for making application. The project consists of three roads with a total length of 4.1 miles. The quote was based on Cutler Repaving, and the Deputy Manager discussed their processes. Mr. Martinez responded to an inquiry and confirmed the three streets are Meander, Cree Meadows and White Mountain Meadows. Speed humps would be installed on Meander. All roads are bus routes.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input.  
Joe Jarvis announced member scoring, for a total score of 61 pts.

13) **Vaughn** – Street Improvements 2025

Presenters: Roman Garcia, Mayor  
Yolanda Garcia, Town Clerk

Mayor Garcia reminded members that the common goal is to improve the life of the people that we serve and to build our communities. He added that he wanted to emphasize the larger communities have different resources compared to smaller municipalities, which should be considered. The Town of Vaughn maximizes their resources. Project location mapping was displayed. The streets are used daily for transporting students to school. Additionally, the Town has a nutrition program that utilizes all the streets daily, and the streets are utilized by its residents, ambulance service and their Fire Department. The Mayor spoke of the connectivity to the three highways in Vaughn (US 285/54/60) and expressed his appreciation to the District 2 office for their help, including pothole repairs. Yolanda Garcia added that the length of the project's streets are approximately 2.3 miles. Ms. Garcia responded to a member inquiry into the possible use of CDBG funds. Ms. Garcia responded that their CDBG is tied up with water, and the Mayor also commented on their use of CDBG funding. A member inquired about the capping of application amounts. Ms. Burr commented that the project total has been capped to the category minimum of \$2 million on the RTIPR.

Scoring: Chairman Honeycutt reviewed all criteria scores with members for comment and input.  
Joe Jarvis announced member scoring, for an adjusted total score of 81 pts.

## **INFORMATIONAL ITEMS**

### **SERTPO Program Manager/Regional Planner Updates**

Mary Ann Burr explained to members that following the meeting, she will plug in the final scores into the Regional Transportation Improvements Program (RTIPR) and obtain the rankings from the Chairs. When the RTIPR is complete, the document will be uploaded along with the applications (absent the self-score sheet) to NMDOT by May 31<sup>st</sup>, the deadline, but preferably by May 30<sup>th</sup> or sooner.

The regional mapping project, as mentioned in previous meetings, is nearly complete. The consultant is currently adding QR codes to the mapping. Ms. Burr has copies of the draft mapping available for member review. The finished copies will be distributed. SNMEDD has already added Regional Trails to their website. There is a Google Earth weblink on the website that members were encouraged to review. Once final mapping is available, a regional trail network section will be added to the Regional Transportation Plan (RTP).

There will soon be a non-metropolitan rural planning processes survey for members to complete. NMDOT Planning will be surveying how NMDOT interacts with the RTPOs and local governments, seeking suggestions. The last survey was done approximately five years ago. Members will be encouraged to complete that survey this summer.

It was noted that conferences in the region include Curry County hosting the New Mexico Counties Conference on June 16-19<sup>th</sup>, and Ruidoso hosting the New Mexico Municipal League Annual Conference in September. There is a national Transportation Research Board (TRB) Tools of the Trade conference in Albuquerque this summer in June. The program is extensive and includes the NMDOT Secretary as a keynote speaker. Handouts of their program were made available. Julie Surina added that the NADO Transportation Conference is July 14-18, 2025 in Des Moines, Iowa.

### **NMDOT Updates**

Francisco Sanchez, District 2 Engineer, expressed his appreciation for all the hard work in putting together the presentations and their visuals. Some of the projects are similar while others are different, and it is apparent how much the projects mean to the communities. District 2 hosted the State Transportation Commission meeting recently, and part of their presentation dealt with the TPF Program. Mr. Sanchez commented that the challenges the communities are faced with do not go unnoticed. During his preparation for the presentation, he noted the positive impact these projects have on the communities. The SERTPO Committee is unique with its time dedicated to reviewing its criteria and the balance between capital, design, and maintenance. It has proved to be the best way to impact the communities. The District 2 Engineer will continue to advocate to the Secretary and the State Transportation Commission with the SERTPO recommendations (40/40/20 split) and that is how the District would like it to continue.

Louis Matta spoke of the online e-permitting system and urged members if they have a project coming onto a DOT route or directly affecting it, to use the e-permitting system and let them know. Mr. Matta commented that the TPF funding is approximately \$90 million (statewide). He also added that if there are any projects that are a priority next month (closing), get the close-out documents submitted and contact Libby Coslin for any questions.

### **Local Governments Comments**

Chairman Jeff Honeycutt commented that he wishes to recognize the Village of Ruidoso for providing the meeting facilities. A member inquired about the process for funding partial projects if the breakdown point has been reached and there is an amount (e.g., \$400-\$500k) remaining. Mr. Sanchez stated that the criteria do not address partial projects and offered additional comments on partial awards and their approvability.

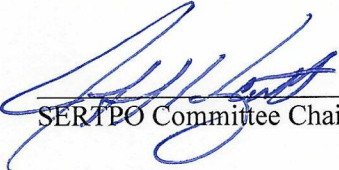
Southeast Regional Transportation Planning Organization (SERTPO)  
Minutes of May 21, 2025 Meeting

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**NEXT MEETING DATE/ADJOURNMENT**

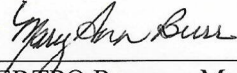
The next meeting date was set for August 13, 2025, tentatively set for Roswell. Joe West made a motion for adjournment. Walon Jones seconded the motion. A call for votes was taken, and with there being no objections, the motion passed unanimously. The meeting adjourned at 12:23 p.m.

**APPROVED BY:**

  
SERTPO Committee Chair/Vice Chair

8/6/25  
Date

**ATTESTED BY:**

  
SERTPO Program Manager

8-6-25  
Date

# **Southeast Regional Transportation Planning Organization (SERTPO)**

## **Minutes of the SERTPO Committee Meeting**

**August 6, 2025 – 10:00 am**

**Nor Lea Annex (Lovington)**

### **MEMBERS PRESENT:**

*Representative (or Alternate) listed in Alphabetical Order*

|                              |                        |
|------------------------------|------------------------|
| Archer, Hazer                | Eddy County            |
| Ball, Crystal                | City of Lovington      |
| Barrios-Testa, Angie         | City of Carlsbad       |
| Brito, Candy                 | City of Eunice         |
| Bunch, Clint                 | City of Clovis         |
| Dominguez, Juan              | Roosevelt County       |
| Garcia, Roman (Mayor)        | Village of Vaughn      |
| Henderson, Benjamin          | Lea County             |
| Henry, Anthony               | City of Hobbs          |
| Honeycutt, Jeff              | Lincoln County         |
| Jarvis, Joe                  | City of Ruidoso Downs  |
| Jimenez, Pablo               | Otero County           |
| Jones, Walon                 | Curry County           |
| Kalisek, Joe (Councilor)     | Town of Tatum          |
| King, Timothy (Mayor)        | Village of Cloudcroft  |
| MacCornack, James            | City of Roswell        |
| Marquez, Delbert (Councilor) | Village of Fort Sumner |
| Martinez, Michael            | Village of Ruidoso     |
| McVey, Jo                    | City of Portales       |
| Moyer, Brent                 | De Baca County         |
| Sago, Hoyt                   | Mescalero Apache Tribe |
| Sanchez, Molly               | City of Jal            |
| Voorbach, Angel              | Village of Tularosa    |
| Weihbrecht, Leann            | Town of Carrizozo      |
| West, Joe                    | Chaves County          |

### **MEMBERS ABSENT:**

|                             |                     |
|-----------------------------|---------------------|
| Autrey, Deborah (Mayor)     | City of Texico      |
| Burkett, Mickey (Mayor)     | Village of Dora     |
| Davalos, Minerva (Mayor)    | Village of Capitan  |
| Forget, Meadow (Mayor)      | Village of Melrose  |
| Jennings, Dan (Councilor)   | Town of Hagerman    |
| King, Kris (Mayor)          | Village of Causey   |
| Onsurez, Jackie (Councilor) | Village of Loving   |
| Payne, Susan (Mayor)        | City of Alamogordo  |
| Powell, Justin              | Town of Dexter      |
| Sales, Rudy                 | Village of Hope     |
| Sallee, Debra               | Town of Lake Arthur |
| Schell, Jimmy (Mayor)       | Village of Grady    |
| Seely, Sam (Mayor)          | Village of Corona   |
| Summers, Kim                | Town of Elida       |
| Valverde, Summer            | City of Artesia     |
| Whitecotton, Toni           | Village of Floyd    |

**COG/NMDOT/AGENCIES PRESENT:**

|                    |                                                                |
|--------------------|----------------------------------------------------------------|
| Arnett, Manon      | NMDOT District 2 – Roswell                                     |
| Brown, Hallie      | NM DFA Infrastructure Planning and Development Division (IPDD) |
| Burr, Mary Ann     | Southeastern New Mexico Economic Development District (SNMEDD) |
| Chancey, Sandy     | Eastern Plains Council of Governments (EPCOG)                  |
| Fuentes, Juan      | Southeastern New Mexico Economic Development District (SNMEDD) |
| Garcia, Delilah    | NMDOT Transit and Rail – Santa Fe                              |
| Gillette, Alison   | NMDOT Planning – Santa Fe                                      |
| Matta, Louis       | NMDOT – District 2 – Roswell                                   |
| Park, Jason        | NMDOT Transit and Rail – Santa Fe                              |
| Sanchez, Francisco | NMDOT – District 2 Engineer                                    |
| Surina, Julie      | Eastern Plains Council of Governments (EPCOG)                  |

**GUESTS PRESENT:**

|                                  |                              |
|----------------------------------|------------------------------|
| Avery, Kate                      | City of Lovington            |
| Cummins, Shannon                 | City of Eunice               |
| Lucero, Catalina (Mayor Pro Tem) | Town of Vaughn (Alternate)   |
| Maue, Lisa                       | Town of Carrizozo            |
| McManus, Patrick                 | City of Carlsbad             |
| Pettigrew, Randall (Legislator)  | NM Dist. 61 Representative   |
| Rincon, Frank                    | City of Roswell (Alternate)  |
| Ramos, Justin                    | City of Carlsbad (Alternate) |
| Salazar, Jon                     | Village of Tularosa          |
| Stern, Ryan                      | Commute with Enterprise      |
| Weems, Carla                     | Roosevelt County             |

**CALL TO ORDER / QUORUM (9)**

**PLEDGE OF ALLEGIANCE / SALUTE TO NM FLAG**

**INTRODUCTIONS**

Chairman Jeff Honeycutt called the meeting to order at 10:04 a.m. With twenty-five members present, a quorum was established. All present participated with the US Pledge of Allegiance and the salute to the New Mexico flag. Introductions were held. New Mexico District 61 Representative Randall Pettigrew welcomed all members/guests and invited all to attend the ribbon cutting, held in the afternoon, for Lovington MainStreet.

**APPROVAL OF AGENDA**

Crystal Ball made a motion to approve the agenda. Michael Martinez seconded the motion. A call for votes was taken, and with there being no objections, the motion passed unanimously.

**APPROVAL OF MINUTES**

The minutes of the May 21, 2025 meeting were considered for review and approval. Hazer Archer made a motion to approve the minutes. Joe West seconded the motion. A call for votes was taken, and with there being no objections, the motion passed by unanimous vote.

**PRESENTATION: NMGo! Vanpool Program**

Delilah Garcia, Transit Bureau Chief  
Ryan Stern, Commute with Enterprise

Ms. Garcia greeted members/guests and introduced herself and Mr. Ryan Stern. She proceeded with a PowerPoint presentation, displaying a map of the State of New Mexico, the fifth largest state by area (121,590 square miles). Ms. Garcia displayed the forms of commuting (carpooling, public transportation, working from home and those who drive alone) for New Mexico and nationally. For the years displayed, New Mexico's numbers for individuals driving alone were the largest commute group, surpassing national numbers.

NMGo! received its initial funding through CMAQ and was awarded \$432,000 per year for three years (2016). She explained their procurement, with the award going to Enterprise with Commute. The Vanpool Program was implemented in small urban areas (2018). Ms. Garcia provided an overview of the FTA Small Transit Intensive Cities (STIC) funding, to include Section 5307 program and guidance; the set aside for small, urbanized areas (3%); qualifications for funding; and the use of National Transit Database (NTD) data for determination of STIC formula. The types of vanpool data entered into the NTD was reviewed, and the additional STIC funding resulting from that data benefited the Farmington, Las Cruces and Santa Fe urban areas. STIC funding may be used towards vanpool programs or to assist transit agencies for capital and operations. Charting displayed the first year of NTD reporting (2019), leading to the first year of STIC funding for the Vanpool Program (2021), with the Vanpool Program being offered statewide (2023).

Ms. Garcia discussed the Vanpool and Rideshare Matching Program and displayed the fiscal years for CMAQ funding awards, STIC Funding, and the number of vanpools (increasing). Ryan Stern provided information on Commute with Enterprise. He added, within the region, WIPP currently has vehicles being used, and there is activity with White Sands Missile Range. Mr. Stern responded to an inquiry regarding the vehicle leaving and returning to the state boundaries. Additional discussion was held when a vanpool rider must leave for an emergency or similar reason.

Mike Martinez commented that the Village of Ruidoso's transit had ended due to lack of drivers, and the Village is interested in the vanpool program. Representative Pettigrew inquired about the legislation, to which the Bureau Chief responded; requested a copy of the grant; and requested assistance to help veterans reduce their costs, getting meals out to seniors and transporting these constituents to various destinations. Ms. Garcia spoke to the Section 5310 and 5311 Programs, program purpose and the match ratios (federal/local match). She also mentioned the matching program. The Division has been receiving requests for service from the City of Artesia. Alison Gillette (NMDOT) commented on veterans funding. There is a program that assists veterans; applications are due August 23<sup>rd</sup>; and the information will be shared.

**PRESENTATION: Infrastructure Planning and Development Division (IPDD)  
Update to MPOs and RTPOs, Summer 2025**

Hallie Brown, Deputy Director  
NM Dept of Finance and Administration

Ms. Brown presented on the newly created IPDD and its mission and vision. IPDD has four Bureaus: Capital Planning and Policy Bureau; Capital Funding and Navigation Bureau; Federal Grants Bureau; and the Community Development Block Grants. The functions of the Capital Planning and Policy Bureau include assistance to state agencies and local governments in planning capital projects and the ICIP; coordinating with executive agencies and the Governor for the Executive Capital budget; partnering with Legislative Finance Committee (LFC) and Legislative Council for capital bills; managing the general

fund questionnaire process; and overseeing the Capital Projects management system (CPMS) and ICIP. Ms. Brown expanded on the CPMS and ICIP systems.

The Capital Navigation and Funding Assistance Bureau supports state agencies and the local governments in finding funding for their capital projects. The Bureau also administers the NM Match Fund. Ms. Brown described their Rural and Frontier Ombuds Services and Funding Navigation Services. Those eligible to apply for the NM Match Fund Program include state agencies, tribal governments, counties/municipalities, political subdivisions, and other eligible public entities. Forty percent or more of the funds are reserved for rural, frontier and tribal governments. Matching Grants provide funding to help with federal grant match requirements. Project Implementation Grants provide capacity funding to help with the implementation of federally funded projects (available to Match Grant recipients only). Federal Compliance Offset Grants help cover higher project costs due to federal requirements, such as prevailing wages and Buy America requirements. Ms. Brown responded to inquiries whereby Matching Grant applications are on a rolling basis, first come, first served and the turnaround time.

The Federal Grants Bureau informs all of the multiple federal funding opportunities and provides training. The Bureau also provides guidance on project feasibility for the various grant opportunities and assists in grant management areas such as accounting, auditing, and reporting. Ms. Brown spoke to the Community Development Block Grants, a federal program from the Department of Housing and Urban Development (HUD). The local governments may apply for water/wastewater, streets/drainage, public facilities, housing, and planning, benefiting low-to-moderate income communities. Project applications have no cap and no match requirement for the rural communities. Awards are on a competitive basis, with approximately \$11 million being distributed annually statewide.

Contact information for staff within the IPDD was displayed/provided.

**Presentation: Capacity Grants**

Juan Fuentes, NM GRO Consultant/Fiscal Programs, SNMEDD  
Sandy Chancey, Executive Director, EPCOG

Juan Fuentes, SNMEDD, displayed mapping for members, showing SNMEDD's and EPCOG's boundaries. He explained that the COGs have received legislative technical capacity funding over the past three years to help municipalities and counties build their staff capacity or address specific needs. The intent of the funding is to strengthen local governments' skills and systems so they may be more competitive and are better equipped to meet their responsibilities in areas such as infrastructure maintenance, regulatory compliance, and community development. The targeted technical support empowers counties and municipalities to address their challenges and operate more efficiently. With charting displayed, Mr. Fuentes spoke to the capacity funding award amounts for SNMEDD from 2022 through 2025, through EDA, DFA, HB2, and GRO. Key projects from SNMEDD's capacity funding included grant writing; GIS software; FEMA assistance; engineering cost estimates; a Meet and Greet function for new legislators; a Housing and Economic Summit; asset management plans; regional housing plan; and Purdue University Regional Analysis data.

Sandy Chancey, EPCOG, spoke to their COG's capacity funding award amounts (displayed), from 2022 through 2024. Key projects from EPCOG's capacity funding have included personnel costs; grant research, writing, administration, and management; staff training; technical support and training to communities; assistance with Capital Outlay; comprehensive planning; project planning and development; and grant management software. Discussion was held on the duration of capacity funding (two years) and term of grant agreements (one year).

Juan Fuentes provided an overview of New Mexico Government Results and Opportunity (NM GRO), which was created through HB 196 in 2024. HB 196 created two funds: GRO Expendable Trust and GRO

Program Fund. There are automatic allocations from the Trust to the Program Fund, subject to appropriation by the Legislature. GRO Capacity Funds, sponsored by Representative Cathrynn Brown, provide \$320,000 for technical services and community capacity building for Eddy, Lea, Eunice, Jal, Otis, Carlsbad, and Malaga.

Regarding capital funding, Hallie Brown explained how funding is split three ways between the Governor, Representatives and Senators. Representative Pettigrew commented and described how that process has changed and how legislators try to fund top three projects. Mr. Fuentes discussed tracking of capital requests and phasing. Ms. Chancey added that project amounts need to be realistic. Allison Gillette commented on how fortunate the local governments are with the resources available, such as SNMEDD and EPCOG.

#### **ACTION ITEMS**

##### **Transportation Project Fund (TPF) Review, Discussion and Possible Action regarding the Evaluation and Prioritization Process for FY27**

Francisco Sanchez, NMDOT District 2 Engineer, spoke to members on the status and his perspective of pending TPF funding and the process. The TPF funding is more than originally anticipated, \$102M statewide. Their recommendations will differ, and final approval by the State Transportation Commission takes place on August 27<sup>th</sup>. He spoke about the categorization of projects by SERTPO compared to no such categorization by other RTPOs and the challenges it creates. He further expressed his appreciation to members for their commitment to vetting TPF projects, and the District takes their recommendations into consideration. He added that the Commissioner bases his recommendations on the information offered during the presentations. Inquiry was made on whether SERTPO should combine or eliminate categories, to which the District 2 Engineer commented they may wish to take it into consideration for the future, and possibly present their top five projects, as an example. Discussion was held on capital projects; a concentration on maintenance projects in a previous TPF funding year; some entities receiving funding regularly in the earlier years; getting projects to the finish line; District 2's success in getting the funding spent; and not acting on TPF until the awards are known for this year.

Joe West made a motion to table any action on TPF. Hazer Archer seconded the motion. Discussion was held on having a subcommittee meeting to discuss options prior to the next meeting, but only after award results are known. Members agreed, and Mr. West amended his motion to include the subcommittee meeting. Mr. Archer agreed to his second and the amendment. A call for votes was taken, and with there being no objections, the amended motion passed unanimously.

##### **Resolution No. 25-003 Approving NMDOT District 2 Request for Change of Roadway Classification (NM 77, MP0 – MP11:87)**

Louis Matta, D2 ADE, provided PowerPoint presentation on the District's request for a change in functional classification. The request for the change is to NM 77, changing the functional classification from a local road to a major collector to properly reflect the roadway's usage and characteristics. The mile post markers were provided for the local road as well as the roadway segment currently classed as a major collector. Mapping of the segment locations was displayed to the membership. The request's justification included higher traffic volumes; access to state and regional facilities; comparable traffic volumes and commercial vehicle percentages; system-wide classification consistency; and similar design and geometry. The AADTs for both roadway segments were provided/displayed.

Michael Martinez made a motion to approve Resolution No. 25-003 Approving NMDOT District 2 Request for Change of Roadway Classification. Walon Jones seconded the motion. A call for votes was taken, and with there being no objections, the motion passed unanimously.

## **INFORMATIONAL ITEMS**

### **SERTPO Program Manager/Regional Planner Updates**

Mary Ann Burr informed members that the regional trail mapping project has been completed. Bohannon Huston, Inc. has provided each local government with a trail poster and trail map packet. Ms. Burr explained that she has begun her distribution of posters/packets and has provided the remaining poster/packets at the sign-in table.

NMDOT announced TAP/RTP awards in late June or July. The City of Carlsbad received an RTP award for their Sunset Area Trail. Clovis received a TAP award for their Liebelt Channel Multi-Use Trail.

The Regional Transportation Plan (RTP) update (trail network section) has been posted for public comment for a minimum of forty-five days. The minimum public comment review period is still ongoing, and the RTP update will be included for consideration/approval at the next SERTPO meeting.

RTPO planners, statewide, are or have been contacted by Legislative Finance Committee (LFC) staff for interviews on the TPF Program. Ms. Burr has visited with LFC. Julie Surina commented that the LFC staff will be in Clovis next week. Various handouts have been included on the sign-in table, one of which is the New Mexico Finance Authority New Mexico County Tour (8/7/25 in Roswell). A virtual Capital Development Program Webinar is also being held on August 7<sup>th</sup>. Members were reminded of the New Mexico Municipal League (NMML) Annual Conference being held in September 16-19, 2025 in Ruidoso.

### **NMDOT Updates**

Alison Gillette, NMDOT Planning, announced the Safe Routes to School Summit being held on September 4-5, 2025 in Las Cruces. She also mentioned that Transportation Safety Summit, paired with the Tribal Safety Summit, is being held on September 16-17, 2025 in Albuquerque. Grants are open, such as the Veterans funding and Trails+ grant. She added that the Electric Vehicle program is re-opening.

Louis Matta, District 2 ADE, informed members that the LGRF and TPF contracts will be coming out in September-October. Further, an ADA Coordinator training is being planned and will be available soon. He requested that entities, requiring access permits, reach out to NMDOT to make sure the right-size access is requested.

### **Local Government Comments**

Appreciation was extended to Crystal Ball, City of Lovington, for hosting the meeting and coordinating the meeting facility.

### **PUBLIC COMMENT - None**

### **NEXT MEETING DATE/ADJOURNMENT**

Dates for an October meeting were discussed, and the next meeting date was set for October 22, 2025, in Carlsbad. Light discussion was held on the future subcommittee meeting and the number of participants. Joe West recommended that half of the group represent those who have received TPF funding, and the other half represent those who have not received TPF Funding. Briefly, it was commented that De Baca County and Carrizozo have not received TPF funding. Brent Moyer made a motion for

Southeast Regional Transportation Planning Organization (SERTPO)  
Minutes of August 6, 2025 Meeting

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adjournment. Joe West seconded the motion. A call for votes was taken, and with there being no objections, the motion passed unanimously. The meeting adjourned at approximately 12:09 pm.

**APPROVED BY:**

  
\_\_\_\_\_  
SERTPO Committee Chair/Vice Chair

10/22/25  
\_\_\_\_\_  
Date

**ATTESTED BY:**

  
\_\_\_\_\_  
SERTPO Program Manager

10-22-25  
\_\_\_\_\_  
Date