

Southeast Regional Planning Organization (SERPO)

Minutes of the Meeting held on
Tuesday, November 16, 2010 – 10:00 a.m.

Bondurant Room, Roswell Public Library
Roswell, New Mexico

Members Present:

(alphabetical order)

Allensworth, Terry	Chaves County
Bartlett, Judy	Village of Cloudcroft
Baumann, J.R.	Village of Ruidoso
Carlson, Tom	City of Carlsbad
Garcia, Joe	Town of Tatum
Hobson, Aubrey	City of Artesia
Howell, Tom	City of Portales
Howalt, Justin	City of Clovis
Johnson, Jerry	Otero County
LaMay, Jonathan	Village of Capitan
Leighton, Michael	City of Lovington
Marinovich, Nick	Lea County
Mason, Cassius	Town of Hagerman
Morris, William	Village of Ruidoso
Pacheco, Chris	Curry County
Randall, Todd	City of Hobbs
Richards, Cleatus	City of Ruidoso Downs
Schrader, Curtis	City of Eunice
Shafer, Wesley	Village of Grady
Shumsky, Stephanie	City of Carlsbad
Voss, Dusty	Town of Carrizozo

COG/NMDOT Staff Present:

(alphabetical order)

Arnett, Manon	New Mexico Department of Transportation (NMDOT), District 2
Burr, Mary Ann	Southeastern New Mexico Economic Development District (SNMEDD)/Council of Governments (COG)
Culin, Jeffrey	NMDOT District 2 (Roswell)
Craven, Bill	NMDOT Rail Bureau (Santa Fe)
Henthorn, Steve	Eastern Plains Council of Governments (EPCOG)
Johnson, Libby	NMDOT District 2 (Roswell)
Kurtz, Robert	NMDOT District 2 (Roswell)
Lopez, Lucia	NMDOT Transit & Rail (Santa Fe)
Rogers, Celeste	NMDOT District 2 (Roswell)

Guests Present:

(alphabetical order)

Apodaca, Robert	U.S. Dept. of Agriculture
Aragon, Anna	Pecos Trails Transit
Barrows, Mitzi	City of Clovis
Baysinger, Susan	City of Portales
DeSoto, Patricia	Lincoln County Transit
Camp, Randall	Village of Ruidoso
Estrada, Karyn	Door of Opportunity
Fletcher, Jan	City of Hobbs
Hardin, Joe	Zia Therapy Center

Johnson, Marlin	Chaves County
Kelley, Krista	Adelante Development Center, Inc.
Kemp, Mary Lou	City of Clovis
Knittel, Maria	City of Carlsbad
Moore, Jo Ann	City of Carlsbad
Nelson, Cecilia	Lea County
Pennington, Jacque	City of Hobbs
Sena, Robert	HDR, Inc.
Smith, Jay	Fort Stanton, Inc.
Smith, Leah	Door of Opportunity
Sorenson, Paul	Pecos Trails Transit
Webb, Freda	Zia Therapy Center

Call to Order - Pledge of Allegiance - Introductions

The meeting of the Southeast Regional Planning Organization (SERPO) Committees was called to order by Curtis Schrader at 10:00 a.m. Minute taker was confirmed. Of the 41 entities in SERPO, 19 governments were present. The meeting started with the Pledge of Allegiance, followed by introductions.

Approval of Agenda

Meeting agenda was considered for any changes, and motion was made by Jerry Johnson for its approval. Motion was seconded and approved by unanimous vote.

Minutes

Minutes of the August 26, 2010 regular meeting were considered by the group. With there being no changes, motion was made by Tom Carlson for approval. Motion was seconded and passed by unanimous vote.

Action Items

Prioritization – Scenic Byways (Presentation)

Fort Stanton, Inc.

Presenter: Jay Smith, Executive Consultant

Maps were circulated to the membership—one of the Billy the Kid Scenic Byway and one of Fort Stanton. Mr. Smith provided a history of Fort Stanton whereby the Fort was built by the Army in 1855 and decommissioned in 1896. Since that time, the Fort has been a Marine hospital, Civilian Conservation Core camp, internment camp for German sailors, a hospital, prison and a rehabilitation center. The Fort became a monument in 2007 and was not available to the public until 2009. With a PowerPoint presentation, Mr. Smith displayed views of the museum. The museum is operated by a core of volunteers and opened in April 2010. Since the opening, the museum has had 7,512 visitors, ranking 3rd among New Mexico state monuments. Regarding economic impact, Mr. Smith explained that only 35% of the visitors come from within the State of New Mexico with economic impact extending to Carrizozo, Lincoln, Ruidoso, Capitan and Ruidoso Downs. Further, Mr. Smith described the need for welcome, directional and interpretive signage, showing members the proposed locations for the signage. He also spoke of the proposed marketing and docent training included in the funding request.

There was light inquiry from the group regarding application signature and certification.

Prioritization – Section 5311 – Rural Public Transportation (Presentations)

Lucia Lopez, with the NMDOT Transit & Rail Division, thanked the group for meeting and prioritizing public transit applications. She spoke of the importance of the role the RPO plays in its public transit prioritization; the funding situation for public transit as being stable; the status of ARRA and FTA state of repair funding for public transit; the FY12 budget of 11 million; and individual FY12 budget amounts for various public transit programs.

[Scoring sheets collected following each presentation]

Zia Therapy Center, Inc.

Alamogordo, New Mexico

Presenter: Joe Hardin, Director

The 5311 Program, operated by Zia, has been in business since 2001. Numbers have increased and the system has grown. Ridership has increased from 1,300 to over 8,000 monthly, and the fleet has grown from 3 vehicles to 20 vehicles. There are two fixed routes that serve Alamogordo, Holloman Air Force Base, La Luz, Tularosa and Mescalero Apache Reservation. Mr. Hardin mentioned their short/long range plan and regional transit plan. Zia coordinates services with Lincoln County Transit and is involved with the South Central Regional Transit District. The Director spoke of trainings that are held; increased insurance costs encountered by nonprofits; and the regulatory requirements for vehicle maintenance. Marketing with advertising on vehicles was described. The benefits of the Stimulus funding resulted in new vehicles as well as 15 bus stop shelters. Video systems on the vehicles provide security and additional improvements include new fare boxes.

A question from the group inquired on previous plans for expansion into Cloudcroft. The Director explained that economic times affected Cloudcroft in meeting their match. Inquiry was made on vehicle replacement from the inventory list. Mr. Hardin informed the group of vehicle replacement per Stimulus funding and acquisition of Angel Fire vehicles. Discussion was held on a portion of the application requiring all funding to be listed, its interpretation and the possibility of providing a supplement on future applications.

Lincoln County Transit

Ruidoso Downs, New Mexico

Presenter: Patricia DeSoto, Manager

Lincoln County Transit has a five-year plan, adopted by the City of Ruidoso Downs. The funding request includes expansion of hours of service available, to include full service on Saturdays. Ms. DeSoto spoke to the service on the weekends; the nearby route serviced by Zia; the private transportation services available; their demand response system; plans for continued funding; formal comment/complaint form system on vehicles; web page that provides for public comment; the nature of the workforce utilizing their services; the greater need for elder transportation; and marketing plan/strategies.

Discussion was held on office building budget figures (mobile unit); submission of the Articles of Incorporation and audit; routes to Capitan and Carrizozo; ridership; and program justification in the application.

Pecos Trails Transit

Roswell, New Mexico

Presenters: Paul Sorenson, Manager
Anna Aragon

Mr. Sorenson advised members that Pecos Trails has short-term plans and long-range plans. He advised they have had a significant change in ridership, from 198,906 to 205,579 (3% increase). During his presentation, Mr. Sorenson did speak to the GPS cameras in the front windshields and the surveillance in their station.

Group comment was made on the 3% increase. During discussion on expenses, Mr. Sorenson explained that they are transitioning from diesel to gas. As a result, repairs are less and vehicles are less expensive to maintain. The Manager mentioned that ridership is fairly constant, responded to questions regarding future replacements within the fleet and answered questions on the Civil Rights portion of the application.

Portales Area Transit

Portales, New Mexico

Presenter: Susan Baysinger, Capital Projects Administrator

During her presentation, Ms. Baysinger explained their funding request is in the amount of \$156,985; spoke to the planning documents for Portales; and mentioned the populations served, including student populations.

The Administrator responded to questions on vehicles, budget figures, increases in operational and fuel costs, the full-time dispatcher and justification for clerical.

Hobbs Express

Hobbs, New Mexico

Presenters: Jan Fletcher, Program Manager
Jackie Pennington

Ms. Fletcher explained that Hobbs Express has fixed route and demand services. Transit is included in the City's Master Plan, and Hobbs Express is the only public transportation provider. In her overview on regional need and justification, the Manager mentioned there is going to be a new airline and new shuttle service. Additionally, she spoke to the three routes; days and times of operation; special events; their musical jingle; no findings on OSHA inspection of Transportation Department; steady ridership; and the new transit facility.

Group discussion included costs of radio equipment, vehicle fleet replacement and the section of the application requesting a list of all pending applications for financial assistance. A recommendation from the group was put forward whereby Transit & Rail should consider rewording a section of the application form for clarification. The section in question requires a listing of *all* applications; the question is whether *all* is intended for transit funding or *all* funding, including transit.

Clovis Area Transit System

Clovis, New Mexico

Presenters: Mary Lou Kemp, Director
Mitzi Barrows

Ms. Kemp briefed the group on their demand response, door-to-door system; days of operation; fares; formal complaint process through use of comment cards; quarterly interagency meetings, etc. The Director did also mention an 11% increase in the funding request, where most is represented in operating. A request is being made for a part-time groundskeeper for the new facility. Also, Clovis wishes to make that link between the communities of Clovis and Portales. Further, Ms. Kemp emphasized that there is large demand for service for elementary school children.

The Manager responded to questions on ridership, a fixed route, door-to-door service being maximized and the part-time position. Light discussion was held on decision not to replace units. Ms. Kemp spoke to the two mini-vans awarded through ARRA funding and mentioned that dispatch software was requested this year instead of a vehicle.

Carlsbad Municipal Transit System

Carlsbad, New Mexico

Presenter: Jo Ann Moore, Transit Manager
Maria Knittel

Ms. Moore advised members that Carlsbad's demand response service is slowing moving to a fixed route service. As part of the long term plan, they will need bus stops and benches in place before moving in the fixed route service. Ms. Moore mentioned their community services partners; shelters needed for the vehicles; Carlsbad Transit being the only public transit provider; days of operation; marketing plan strategy of trying to get business to sponsor trips; a decrease in ridership; the after-school program; and ARRA funding used for the purchase of four new vans.

The group had light discussion on vehicle inventory. The Transit Manager again emphasized how helpful the ARRA funding was with the purchase of the vans.

Adelante Development, Inc.

Presenters: Krista Kelley, Vice President of Development

During Ms. Kelley's overview, she mentioned their nonprofit status and the disabled services provided to Eddy County. She added that they employ 83 individuals, 55 of which have disabilities. Following her presentation, a recommendation from the group was to include only the transit portion of the audit in the application. There was light discussion on Adelante's service area exceeding 50,000. Ms. Kelley also responded to questions on replacement of vehicles, per the inventory list.

Prioritization – Section 5310 – Elderly and Disabled (Presentations)

Chairman Schrader reminded members that there were separate scoring sheets for the public transit programs and encouraged signatures on the scoring sheets. The Chairman reminded members that §5310 is for capital only.

Zia Therapy Center, Inc.

Alamogordo, New Mexico

Presenter: Joe Hardin, Director
Freda Webb

Mr. Hardin provided members with a history of Zia, when it was created in 1960 with nine mothers because there were no services. He described adult programs, the requirement of aides, child care center, service areas (to include Otero and Lincoln Counties, Carrizozo, Timberon and Ruidoso), maintenance, and vehicle replacement.

Door of Opportunity

Artesia, New Mexico

Presenters: Leah Smith
Karyn Estrada

Ms. Smith provided a history, explaining that Door of Opportunity opened in 1975 and, after expansion, became a corporation. Door of Opportunity provides services to developmentally-disabled individuals, and

they have 22 residential sites. Ms. Smith described other funding services; a 13% growth; a medical care program; respite program; safety team; and Meals on Wheels activity.

Prioritization – Section 5316 – Job Access and Reverse Commute - JARC (Presentations)

Zia Therapy Center, Inc.

Alamogordo, New Mexico

Presenter: Joe Hardin, Director
Freda Webb

Mr. Hardin explained that there have been several changes for this program such as loss of funding from the Department of Human Services. Zia will be absorbing the cost of the program. He added that Temporary Assistance for Needy Families (TANF) has become fixed route. For economic reasons, they only service Otero County. The Director also spoke of coordination with the Workforce Development Center.

Light discussion was held on ridership numbers and approximate daily numbers. The program is helping individuals travel to their employment.

Pecos Trails Transit

Roswell, New Mexico

Presenter: Paul Sorenson, Transit Director
Anna Aragon

Mr. Sorenson spoke regarding the lower ridership and explained that TANF went away July 1st. There have been no TANF riders since that time. During group discussion that followed, the Manager explained that Pecos Trails is not withdrawing their application. The application was submitted in advance prior to the decrease in numbers. Pecos Trails will not charge if there are no riders.

Carlsbad Municipal Transit

Carlsbad, New Mexico

Presenter: Jo Ann Moore, Manager

Ms. Moore advised members that since the loss of TANF, their numbers have actually increased. She commented that they meet with several agencies, qualify individuals for JARC and plan to conduct mass advertising.

Prioritization – Section 5317 – New Freedom Initiative (Presentation)

Carlsbad Municipal Transit

Carlsbad, New Mexico

Presenter: Jo Ann Moore, Manager

Ms. Moore gave a description of their curb-to-curb, door-to-door services in the retirement community of Carlsbad. She explained that they work closely with nursing facilities and require an aide (to include the aide's presence in the van).

Lea County Functional Reclassification

Cecilia Nelson, Grant Administrator for Lea County, addressed the membership regarding Lea County's requests for functional reclassification. Using visual aids, Ms. Nelson explained that Lea County would like to change the functional classification for the South Hobbs Bypass (S. Grimes to NM18) from Collector Urban to Minor Arterial Urban; North Grimes (Alabama to College Lane) from County Road to Minor Arterial Rural; and West Alabama

Road (NM18 to N. Grimes/Knowles Rd) from County Road to Major Collector. Following her presentation, Michael Leighton made a motion to approve Lea County's three (3) functional reclassification requests. Motion was seconded and approved unanimously.

Regional Long Range Transportation Plan Proposed Revision

Chairman Schrader explained to members that since their last review, Ms. Burr has received additional information for an update to the Long Range Plan. Motion was made by Cleatus Richards to approve the proposed revision. Motion was seconded and passed unanimously.

Presentation: New Requirements for Special Events Permits/Landscaping Permits/Driveway Access/Median Crossing
Presenter: Robert Kurtz, Engineering Support Manager

Jeffrey Culin, District 2 Permit Agent, was unable to stay for the duration of the meeting. Mr. Kurtz explained and briefed members on changes with permitting requirements. The changes resulted from issues with movie filming, parades, etc. Handouts with District 2 permitting requirements were available.

Presentation: New Mexico Rail Plan
Presenter: Bill Craven, NMDOT Rail Planner

During his PowerPoint presentation, Mr. Craven explained the purpose of the New Mexico Rail Plan which is to set forth State policy regarding passenger and freight rail transportation. Mapping in the presentation illustrated the railroads in southeastern New Mexico: BNSF Railroad, Southwestern Railroad, Union Pacific and TX-NM Railroad. Mr. Craven provided that NMDOT is visiting the RPOs as part of the public involvement portion of the process. The draft of the document is planned for completion next summer, at which time NMDOT will revisit the RPOs for comment on the draft. The Rail Planner asked that comments be submitted to his e-mail address of Rail.Plan@state.nm.us.

During group discussion, Bob Kurtz informed members they could also contact District 2 if they have rail crossings with issues and the District can conduct some research. He spoke of recent communication to RPO membership from the District regarding Section 130 Highway-Rail Crossing Safety Improvement Program. Inquiry was made if the Railroad was responsible for furnishing gates. District 2 advised that typically NMDOT pays the Railroad to make the improvements. Additional inquiry was made on quiet zones and railroads in local areas and honking. Additional discussion was held on federal funding for grade crossing improvements, the Rail Department being a section under Transit & Rail Division (NMDOT/Santa Fe) and ineligibility of private crossings.

Informational Items

RPO Planners Update. Regarding public transit scoring, Ms. Burr explained that both planners will review results and confirm. The Scenic Byways application is the only application and is ranked number one. Ms. Burr briefed members on the Roadway and Enhancement applications received by SNMEDD. The due date had been November 15, 2010, for the Project Feasibility Forms (PFFs). Feasibility reviews will be scheduled soon.

Ms. Burr advised members that Bill Hutchinson, with the Context Sensitive Solutions (CSS) Unit of NMDOT (Santa Fe), has recently requested information on projects in the current STIP. Ms. Burr mentioned the types of information he is seeking. Light discussion was held regarding local-lead projects and State-lead projects. Ms. Burr plans to follow-up with members by phone and/or e-mail. The CSS Unit would like the information by the end of the month.

Quarterly reports for the quarter ending September 30, 2010 were included in meeting packets, and Ms. Burr was available for any questions. Regarding the Regional Long Range Transportation Plan (RLRTP) revision just approved by the Committee, the local priorities updated had been pulled from the *SERPO Regional Needs &*

Priorities list that had been previously circulated to members. Regarding the *SERPO* listing, it will be indicated that all projects are now included in the RL RTP. Ms. Burr also made mention that she is assisting Jal with their Safe Routes to School Program with the development of their Action Plan. A kick-off meeting was held July 28, 2010. Transportation Day at the Legislature will be held on March 1, 2011, which will be the same month for the next regularly scheduled SERPO meeting.

District 2 Update. Robert Kurtz informed members that the Regional Planner position with District 2, recently vacated by Dan Stover who retired, will not be filled in the future. Manon Arnett will be assisting. Discussion was held on the ability to turn in additional PFFs through a possible extension. In group discussion, members brought up the application policy that SERPO Committees had recently approved whereby application due dates must be adhered to. Comment was made that there has been plenty of lead time for submitting applications. No action was taken.

Public Comment: None

Next Meeting Date

The next meeting will be determined at a later date

Adjournment

Meeting adjourned at 1:00 p.m.

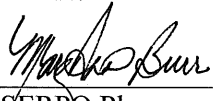
Approved:



Curtis Schrader, Policy Committee Chairman

3-24-11
Date

Attest:



SERPO Planner

3-24-11
Date