



# NAVAJO DIVISION OF TRANSPORTATION

POST OFFICE BOX 4620 TEL: 505.371.8300  
WINDOW ROCK, ARIZONA 86515 FAX: 505.371-8399

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**DIVISION of TRANSPORTATION- Planning Department**  
**Submitted to Darryl Bradley, NDOT Acting Division Director**

2nd Quarterly Report, FY 2015

April – June 2015

**Submitted by Karen B. Benally, Department Manager**  
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## **Navajo DOT Planning Department Goals/Objectives**

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1. Develop and review short-range and long-range transportation plans and strategies.
2. Maintain the Navajo Nation Tribal Transportation Program Facility Inventory.
3. Participate in transportation planning & other regionally significant transportation related meetings.
4. To increase knowledge, public involvement and enhance community relations of the Navajo DOT.
5. To update staff development and training/certification in transportation.

## **Navajo DOT Planning Department Goals/Objectives Update**

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1. NDOT is working with Wilson & Company to continue the development of the 2015 Long-Range Transportation Plan (LRTP) for Navajo Nation communities. The LRTP is at 90% completion rate with an anticipated deadline of June 2015.
2. Continue collecting, updating and processing TTIP Inventory Data for 2015 and 2016 through community meetings and providing transportation related technical assistance. The TTIP and LRTP in-process submission is on schedule and an internal deadline of March 2, 2015 was met. Planning staff now working to finalize and submit the 2015 National Tribal Transportation Program Facility Inventory (NTTFI) Deliverables for approval to the Navajo area BIA DOT, deadline is November 1, 2015. The NDOT Planning Department is waiting on a task order to work with Jim Townsend, Consultant – Wilson & Co. to update the TTIP Process.
3. The NDOT Planning Department is waiting on a task order to work with Jim Townsend, Consultant – Wilson & Co. to update the Regional Road Maintenance Plan Process. Continue coordination with state, regional and local/city governments, ie. ADOT, NWRTPPO, NACOG, Navajo-Hopi Partnership.
4. The Planning Department is implementing its Public Relations Strategy by working on a brochure, completed the fact sheet, backgrounder and now will develop a quarterly newsletter and hire temporarily a Public Information Officer.
5. Planning Department Training Plan was submitted for approval on June 2, 2015.

## **Navajo DOT Planning Department Manager Accomplishments**

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1. April 2, 2015 attended the Navajo DOT Roads Fund Management Planning Meeting.
2. April 2-3, 2015 attended the RDC Work session.
3. April 8, 2015 attended the Navajo DOT Managers meeting.
4. April 10, 2015 attended the Huerfano Bridge Inspection meeting.
5. April 13, 2015 the Navajo DOT 2015 Deliverables were approved by resolution by the Resources and Development (RDC) Committee, the only legislation approved out of three Navajo DOT legislations.



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6. April 15, 2015 Planning Department held the LRTP public hearing for Chinle Agency at the Chinle Chapter.
7. April 16, 2015 attended the LRTP public hearing for the Eastern agency at the Navajo Technical University (NTU).
8. April 17, 2015 attended the LRTP public hearing for Western agency at the LeChee Chapter.
9. April 23, 2015 attended the LRTP public hearing for Northern Agency at the Shiprock Chapter.
10. April 24, 2015 attended the LRTP public hearing for Ft. Defiance Agency at the Kinlichee Chapter.
11. April 30, 2015 attended the KPMG final exit conference for the Planning Department audit, Planning had a successful audit with no findings.
12. April 13, 2015 attended the Dennehotso Bridge Meeting.
13. May 18-19, 2015 attended the Plan in Hand Field Review Meeting for N71 at Birdsprings, AZ.
14. May 27-28, 2015 attended the Road Inventory Field Data System (RIFDS) Training at the Navajo DOT Complex.
15. June 1-12, 2015 attend the RIFDS Quality Assurance Review Meetings with Navajo Region BIA DOT.
16. June 6, 2015 Eastern Agency Council Meeting at Nahodeshgiiz Chapter.
17. June 13, 2015 Northern Agency Council Meeting at Sanostee Chapter.
18. June 20, 2015 Western Navajo Agency Council Meeting at Birdsprings Chapter.
19. June 25, 2015 LRTP Update Meeting.
20. June 29, 2015 Strategic Planning Meeting for transportation projects with Chinle Chapter.
21. June 30, 2015 N27 Technical Review Meeting with BIA DOT Regional Office.
22. June 30, 2015 DCD Meeting Eastern Region Presentation on Navajo DOT TTIP and Regional Plan.

### Challenges

1. Inadequate staffing of Navajo DOT Planning Department.
2. Approval of Planning Department Training Plan and Travel Requests.
3. Navajo Road Inventory System (NavRIS) restoration efforts.
4. Development of official Tribal Transportation Improvement Program (TTIP) and Regional Plan Processes.

### Proposed Solutions & Timelines

1. **June 2015 – December 2015**
  - a. Hire a GIS Supervisor to ensure that road inventory deliverables are processed and approved.
  - b. Hire two (2) additional Geographic Information Systems (GIS) Technicians to cover all five agencies.
  - c. Hire temporaries (2) additional Geographic Information Systems (GIS) Technicians for 3-6 months to assist in updating road inventory data for the 2015 TTIP and Regional Road Maintenance Routes.
2. **June 2015 - December 2015**
  - a. The Planning Department Training Plan is crucial in the successful transition of Planning Department activities from the BIA DOT to the Navajo DOT Planning Department. A Training Plan was submitted outlining the budget, courses and timeline for training for each staff member, cost effective measures will be a priority by requesting trainers to host their training at Navajo DOT Transportation Complex. Additionally, most of the course fees are free or at a low cost provided by the Bureau of Indian Affairs Department of Transportation (BIA DOT) and the Federal Highways Administration (FHWA).
  - b. Travel Restrictions create barriers to the successful planning and coordination of transportation projects, Planning Department should be allowed to travel for identified trainings and meetings. A memorandum was drafted to President Begaye requesting for the approval of needed travel for meetings, trainings and conference attendance identified throughout 2015.



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3. **June 2015 – December 2015**
- a. Seek supplemental funding from the Navajo Nation General Funds or the FHWA Construction funds to conduct needs assessment for an adequate Navajo DOT Planning Department facility information management system.
  - b. Request that Planning Department staff oversee the administration and use of the Navajo Road Inventory System (NavRIS).
4. **June 2015 - December 2015**
- a. Lack of an official TTIP and Regional Plan processes will proliferate politically driven projects and misinformation on what constitutes a road project to be eligible for funding. Request that the Navajo DOT Administration approve and process a task order with Wilson & Co. in the development of TTIP and Regional processes with RDC approval by September 2015.

## Budget Information

1. Expenditure Report for Personnel and Operating Costs. See Attachment "B".
2. List of full-time employees (FTE), part-time employees, & consultants.

Name	Title	Status
1. Karen Benally	Department Manager	FTE
2. Andrea Boyd	Administrative Assistant	FTE
3. Margie R.S. Begay	Ft. Defiance Senior Planner	FTE
4. Thomas Benally	Principle Engineering Tech	FTE
5. Carson Craig	Principle Engineering Tech	FTE
6. Lance Begaye	Eastern Senior Planner	FTE
7. Leanne Roy	GIS Analyst	FTE
8. Haymond Cleveland	Principle Engineering Tech	FTE
9. Larry Ute Joe	Northern Senior Planner	FTE
10. LaTausha Lewis	GIS Technician	FTE
11. Marco Sells	Chinle Senior Planner	FTE
12. Virgil Henderson	Principle Engineering Tech	FTE
13. Jason Yazzie	Western Senior Planner	FTE
14. Victoria Lee	Principle Planner	FTE
15.	Chinle Principle Engineering Tech	Vacant
16. Jim Townsend	Wilson & Company	Consultant
17. Dan Marum	Wilson & Company	Consultant