

Metropolitan Transportation Board Member

HANDBOOK

2025



MID-REGION METROPOLITAN
PLANNING ORGANIZATION

Dear Board Member

Thank you for serving as a member of the Metropolitan Transportation Board (MTB) of the Mid-Region Metropolitan Planning Organization (MRMPO). We commend you on the vital work you are doing as part of this Board to guide the development of our region's transportation system.

As elected officials, Board members have good insight into the transportation issues and needs in their constituents' communities. With this invaluable knowledge, Board members are called on to support and advocate for those policies and transportation decisions that would help meet those needs while also helping achieve beneficial outcomes for the region.

This handbook has been put together and recently updated to give you easy access to information essential for a Board member. We are distributing this packet to make sure all Board members are on equal and steady footing in their knowledge of Board member roles and responsibilities and the Metropolitan Planning Organization's (MPO) purpose, functions, key products, and services.

If you'd ever like to discuss anything about the MPO, we welcome your questions, thoughts, and feedback at any time.



Sincerely,

A handwritten signature in black ink that reads "Dewey V. Cave". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

*Dewey V. Cave
Executive Director*

Mid-Region Metropolitan Planning Organization

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1 METROPOLITAN TRANSPORTATION PLANNING

This document serves as a primer for MRMPO Board Members about metropolitan transportation planning and the roles and responsibilities of the MPO. All urban areas in the United States with a population of more than 50,000 must have a designated metropolitan planning organization (MPO) to facilitate the federally required multimodal transportation planning process.* Urbanized areas with populations greater than 200,000 are designated as Transportation Management Areas (TMAs). Albuquerque's urbanized area, with a population of 906,663 (2023), is therefore required to have an MPO and is also classified as a TMA.

MPOs that are classified as TMAs are required to:

- develop transportation plans and programs based on a continuing, comprehensive, and cooperative transportation planning process in cooperation with the State and transit operators
- have a Congestion Management Process (CMP) in place
- have a public transportation agency represented on their policy board

They are also subject to federal review and certification of their transportation planning process every four years.

Each MPO is required to prepare a Metropolitan Transportation Plan (MTP). This plan must identify how the area will manage and operate its transportation system (including transit, highway, bicycle, pedestrian travel) to meet the region's goals for a 20+ year planning horizon, while remaining fiscally constrained. The short-range transportation improvement Program (TIP) is based on the MTP. It covers a six-year period and programs federal funding for transportation projects. See Section 4 for more information on the TIP.

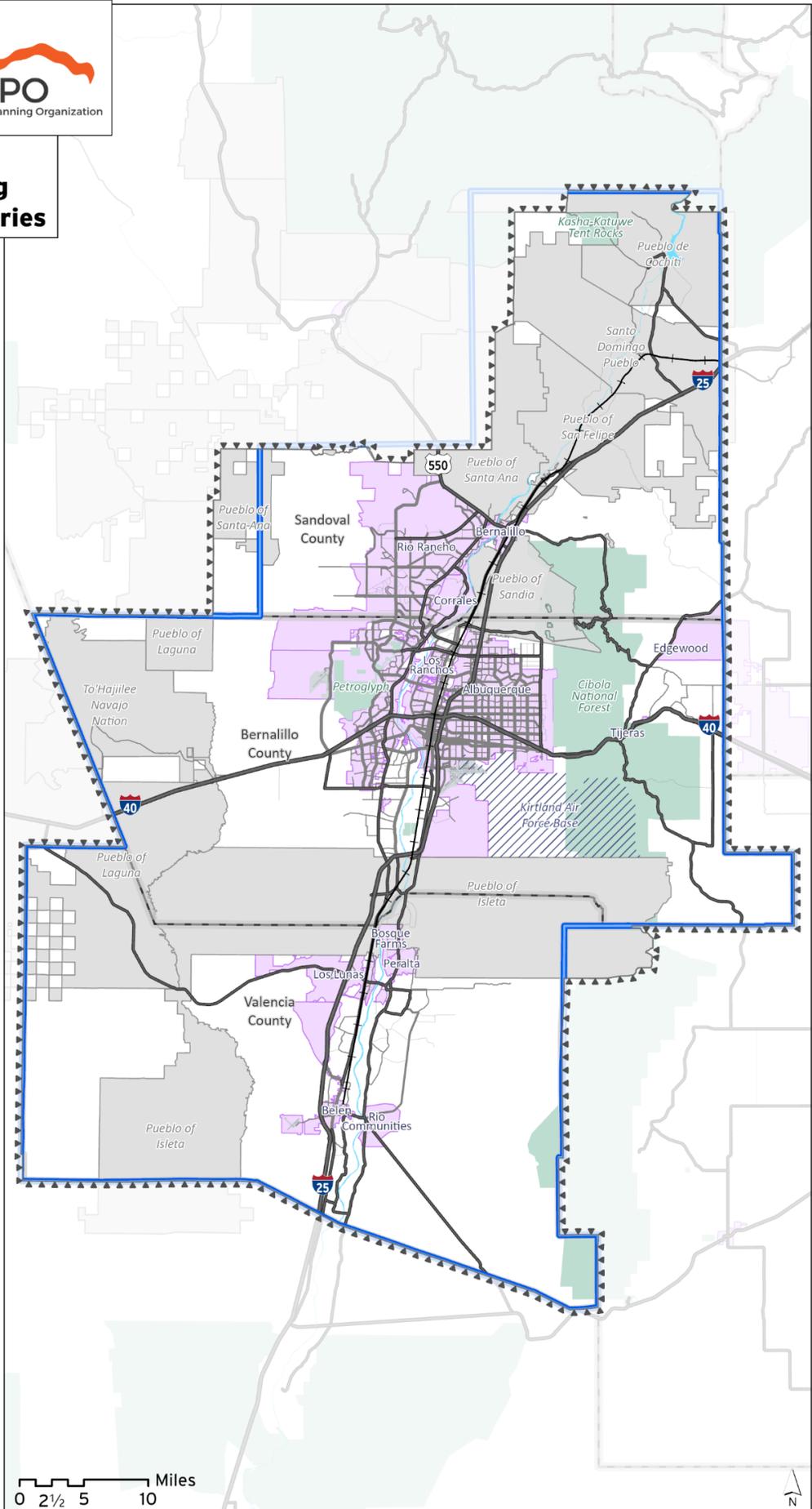
Federally funded projects carried out within the TMA (excluding those on the National Highway System) are selected for implementation by the MPO in consultation with the State from the TIP. Projects on the National Highway System shall be selected for implementation from the approved TIP by the State in cooperation with the MPO.

* Federal rules and regulations governing the metropolitan transportation planning process are covered in 23 CFR Parts 450 and 500 (<https://www.ecfr.gov/current/title-23/chapter-I/subchapter-E/part-450>) and <https://www.ecfr.gov/current/title-23/chapter-I/subchapter-F/part-500>).



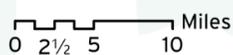
Albuquerque Metropolitan Planning Area (AMPA) Boundaries

- AMPA Boundary
- Tribal Area
- NMDOT District 3
- County Boundary
- Municipality
- Interstate
- US Highway
- State Highway
- Other Road
- Rail Runner
- Airport
- Kirtland Air Force Base (KAFB)
- Rio Grande
- Nationally Protected Areas (National Forests, Monuments, Parks, and Wildlife Refuge)



Map by MRMPO, June 2025.

Data Sources:
 MR COG (MRMPO, MRRPP, and MRRTD); New Mexico Department of Transportation; and Tribal, Regional, County, Municipal, and other agencies and planning partners. Bureau of Land Management; Esri; National Park Service; New Mexico Taxation and Revenue Department; U.S. Census Bureau; U.S. Department of Agriculture Forest Service; U.S. Department of Defense; U.S. Department of the Interior, Bureau of Indian Affairs (BIA); U.S. Fish and Wildlife Service (FWS); U.S. Geological Survey (USGS).



2 MRMPO AND THE MTB

Mid-Region Metropolitan Planning Organization

The Mid-Region MPO helps shape the future of transportation in the three counties of central New Mexico (Bernalillo, Sandoval, and Valencia) serving approximately 900,000 people and 400,000 jobs. Each year, the MPO oversees an average of \$660 million in public transportation funds, ensuring it is invested strategically to enhance safety, reduce congestion, improve mobility, and drive economic growth. The policy board, made up of representatives from MRMPO member agencies, sets the vision for the future and makes regional transportation investment decisions. The MPO staff lead the planning process using data analysis, modeling, and forecasting to

develop transportation strategies and evaluation metrics. By engaging local leaders, transit agencies, the NMDOT and other special districts, the MPO ensures transportation investments align with both local needs and national priorities – keeping the region moving forward.

MRMPO is a *division* of the Mid-Region Council of Governments (MRCOG). It was designated as the MPO by the Governor of New Mexico and local governments in 1973. Other divisions underneath the MRCOG umbrella are economic development and workforce development. MRMPO is specifically tasked with overseeing, directing, and establishing comprehensive transportation planning and policies to carry out the provisions of Title 23 and Title 49 United States Code related to Metropolitan Planning.



MRCOG was established by State statute in 1969 to serve as a regional comprehensive planning, development, and coordinating body.



* For more information on the operations of MRMPO, please see the Memorandum of Agreement for the Establishment of Operations of the MRMPO in the Appendix.



Metropolitan Transportation Board

The policy-making body of MRMPO is the Metropolitan Transportation Board (MTB). Board members are appointed by the member governments and must be one of the following:

- local elected officials
- governing officials of Tribes and Pueblos
- officials of agencies that administer or operate major modes or systems of transportation
- state-appointed officials from the New Mexico Department of Transportation
- chief executives of the agency they represent

The Chair and Vice Chair of the MTB are elected by a Board vote for a one-year term, which can be extended by the Board's re-appointment for an additional year.*

Those who serve on an MPO board have a direct role in shaping how federal transportation dollars are invested in their region.

MPO board members translate community priorities into regional action and investments. Being informed and engaged in regional discussions strengthens an MPO's ability to advance impactful projects. – Association of Metropolitan Planning Organizations (AMPO)

JURISDICTIONS AND AGENCIES LOCATED WITHIN THE AMPA**

Jurisdictions and Agencies with Transportation Rights-of-Way

Bernalillo County
City of Albuquerque (includes ABQ RIDE)
City of Belen
City of Rio Rancho
City of Rio Communities
Navajo Nation – To'Hajiilee
New Mexico Department of Transportation
Pueblo de Cochiti
Pueblo of Isleta
Pueblo of Laguna
Pueblo of San Felipe
Pueblo of Sandia
Pueblo of Santa Ana
Pueblo of Santo Domingo
Rio Metro Regional Transit District
Sandoval County
Town of Bernalillo
Village of Bosque Farms
Town of Edgewood
Town of Peralta
Village of Corrales
Village of Los Lunas
Village of Los Ranchos de Albuquerque
Village of Tijeras
Valencia County

Agencies with Little or No Transportation Rights-of-Way

Albuquerque Public Schools
Belen Consolidated Schools
Bernalillo Public Schools
Los Lunas Public Schools
Rio Rancho Public Schools
Albuquerque Metropolitan Arroyo & Flood Control Authority
East Sandoval County Arroyo & Flood Control Authority
Southern Sandoval County Arroyo & Flood Control Authority
Middle Rio Grande Conservancy District

Other Stakeholders/Advisory Agencies

City of Albuquerque Aviation
Albuquerque/Bernalillo County Air Quality Control Board
Federal Highway Administration
Federal Transit Administration
Kirtland Air Force Base
NM State Transportation Commission
US Bureau of Indian Affairs
US Forest Service
US Fish and Wildlife Service
US National Park Service
US Bureau of Land Management
Various Economic Development Agencies

* Further details about the number of representatives for each member agency, voting procedures, etc., are found in the MTB Bylaws (see the Appendix). ** For a current listing of MTB Board members, please see the Appendix or MRCOG website.



3 MTB Organizational Structure

MTB Roles and Responsibilities

As MRMPO's policy-making body, the MTB serves the following roles:

- Provide policy guidance in the development of transportation plans and programs
- Serve as the approval body for regional transportation plans and programs
- Provide a forum for cooperative decision making in the AMPA
- Make final decisions on surface transportation funding and improvements for the region
- Approve guiding documents of the MPO (MTP, TIP, UPWP, and the Public Participation Procedures)
- Attend monthly meetings
- Appoint an alternate to serve on the Board when they are unable to attend
- Notify MRMPO in advance if neither the board member nor their alternate can attend a meeting
- Notify the chair of the MTB and MPO when filing a vacant seat or changing representation

The MTB page on the MRCOG website is found here:

Home>>Boards &
Committees>>MRMPO Boards
& Committees>>Metropolitan
Transportation Board





MRMPO Meetings and Organization

The **Metropolitan Transportation Board*** meets on the third Friday of the month at 10:00 am.** Meetings are held in the Board Room at MRCOG (809 Copper Avenue NW, ABQ, NM 87102) and are also held remotely on Zoom to give participants the option of attending virtually. Meeting agendas, including instructions on accessing the meetings on Zoom, are sent out via email, posted on the website calendar and also on the Metropolitan Transportation Board page on the MRCOG website.

Board meetings are led by the two officers elected by the MTB—the **Chair and Vice-Chair**—who are appointed for a one-year term starting in February. The Secretary is the Executive Director or their designee from the MPO staff.

All meetings are **open to the public** and allow for public comment. Members of the public who wish to speak at a meeting about an agenda item must sign in before the start of the meeting for in-person meetings (there is a sign-in sheet at each meeting) or email kbenavidez@mrcog-nm.gov for virtual meetings.

MTB meetings follow the adopted **MRCOG Rules of Procedures**. A copy of these can be obtained from MPO staff upon request.***

A simple majority of filled voting member positions of the MTP constitutes a **quorum** and is required for the Board to take action on items subject to the Board's authority.

To help ensure a quorum, each Board member should select an **alternate(s)** to attend meetings in the event of their absence. If unable to attend a meeting, a Board member must notify Kelly Benavidez at kbenavidez@mrcog-nm.gov or (505) 843-1724 and arrange for the alternate's attendance.

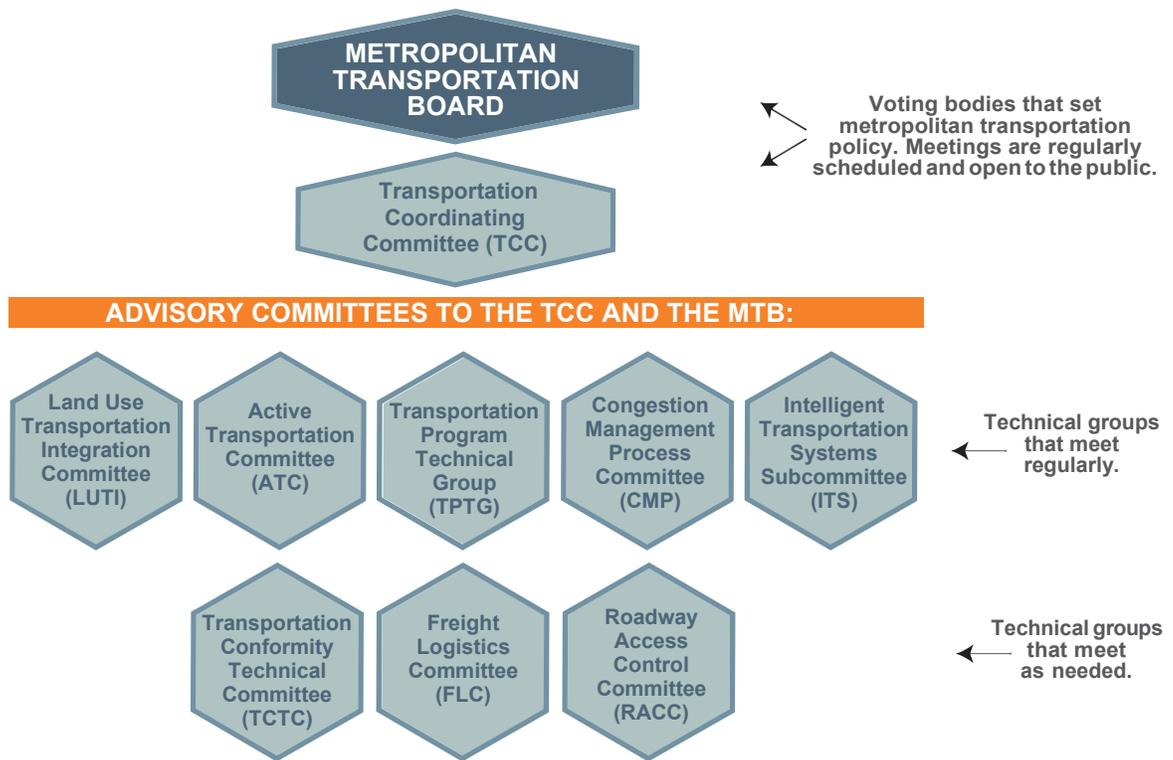
All materials presented to the Board at their meetings are included in **agenda packets**. Each meeting's agenda packet is posted on the website and emailed to the Board at least three days before the meeting. In the event of a cancellation, notice is also distributed by email. Please note that hard copy handouts at in-person meetings are minimized as much as possible.

MRMPO staff strives to make meetings accessible to all. Packet materials are provided in a format that is accessible to people of all abilities. If you ever have any requests for necessary materials or services that would better enable your participation in Board meetings, please do not hesitate to contact Kelly Benavidez at kbenavidez@mrcog-nm.gov.

* Bylaws of the MTB can be found in the Appendix and also on the MTB page of the MRCOG website. Bylaws include information and guidance on authority, membership, alternates, officers, meetings/quorum, voting procedures, and information on the amendment process.

** Meeting dates are listed on the MTB page of the MRCOG website.

*** To comply with the State of New Mexico Open Meetings Act, the Board adopts an Open Meetings Resolution each June.



MRMPO Committees

Several committees either directly or indirectly report to the MTB. They are described below.

Transportation Coordinating Committee (TCC) This committee consists of staff members of each local member agency and the New Mexico Department of Transportation. It provides the MTB with technical advice. The committee reviews items scheduled to come before the Board and provides recommendations from a technical viewpoint.

TCC meetings are open to the public. Agendas and meeting cancellations are sent out via email and posted on the MRCOG website.

Meeting Format: In person at MRCOG and virtual

When: 1st Friday of every month (1:30pm)

Contact: Kelly Benavidez (kbenavidez@mrcog-nm.gov)

Transportation Program Technical Group (TPTG) is a working group made up of technical staff from the various local agencies and the New Mexico Department of Transportation that provides advice regarding the Transportation Improvement Program (TIP) and the long-range system maps for the urban area. The TPTG uses a set of evaluation criteria to develop the draft TIP before its release for public review and comment. The TPTG also reviews and makes recommendations on quarterly TIP amendments and comments on proposals to amend the long-range transportation system maps when the maps are updated. The TPTG also includes a subcommittee that works on school transportation project coordination.

TPTG meetings are usually held monthly (and are held weekly in January and February during TIP development in odd years).



If meetings are canceled, notice is sent out via email.

Meeting Format: In person at MRCOG
When: First Tuesday of the month (1:30pm)
Contact: Claudia Patricia Merlo
(cpmerlo@mrcog-nm.gov)

The **Intelligent Transportation Systems (ITS)** Subcommittee coordinates ITS stakeholder activity and makes recommendations to the TCC. The TCC then makes recommendations to the MTB. ITS Subcommittee meetings are inter-agency meetings between federal, State, and local stakeholders.

Meeting Format: In person at MRCOG and virtual
When: Monthly and as scheduled
Contact: Nathan Masek
(npmasek@mrcog-nm.gov)

The **Congestion Management Process (CMP) Committee** works on congestion management activities, including the development of the Project Selection Process used to evaluate projects for inclusion in the TIP. The CMP is a federally mandated process that helps planners identify congested travel corridors and recommends strategies to increase transportation efficiency and provide additional options for the traveling public.

Meeting Format: In person at MRCOG and virtual
When: Monthly on the last Friday of the month (10AM)
Contact: Judith Gray (jgray@mrcog-nm.gov)

The **Land Use and Transportation Integration Committee (LUTI)** is comprised of transportation and land use planning and development professionals. Members of the committee work on efforts to advance

coordinated land use and transportation planning in the region.

Meeting Format: In person at MRCOG and virtual
When: To be determined, see website for updates.
Contact: Kendra Montanari
(kmontanari@mrcog-nm.gov)

The **Active Transportation Committee (ATC)** provides advice and recommendations on improving the health and safety of people walking, biking, and using transit, including people with special needs.

Meeting Format: Virtual
When: Every other month on the third Friday (12PM)
Contact: Tara Cok (tcok@mrcog-nm.gov)

The **Freight Committee (FC)** provides advice and recommendations on coordinating regional freight planning and development to ensure that freight activity across the region is safe, efficient, and effective in supporting economic activity.

Meeting Format: In person at MRCOG and virtual
When: As needed and scheduled
Contact: Nathan Masek (npmasek@mrcog-nm.gov)

The **Roadway Access Committee (RAC)** provides recommendations to the TCC on the AMPA's roadway access policies and procedures, including permitted access locations, types of access that may be allowed, and the procedures used to modify access on roadways designated as limited access facilities.

Meeting Format: In person at MRCOG & virtual
When: As needed and scheduled
Contact: Nathan Masek (npmasek@mrcog-nm.gov)

4 KEY MPO Products

MPO PRODUCTS*				
	Content	Time Horizon	Updated	Contact
MTP	Future transportation needs and strategies (including projects) to meet those needs.	20 years	every 5 years	Kendra Montanari, Transportation Planning and Technical Services Mgr. KMontanari@mrcog- nm.gov (505)724-3601
TIP	Near term transportation projects from the MTP to receive funding	6 years	every 4 years	Claudia Patricia Merlo, Transportation Program Manager Finance and Administration CPMerlo@mrcog- nm.gov (505)537-7928
UPWP	Planning staff tasks and activities and budget	2 years	every 2 years	Claudia Patricia Merlo, Transportation Program Manager Finance and Administration CPMerlo@mrcog- nm.gov (505)537-7928
PPP	How public outreach will be undertaken	2-4 years	periodic reviews for effectiveness	Tara Cok, Outreach and Engagement Lead tcok@mrcog-nm.gov (505)724-3627

* All of these planning products are developed by MRMPO and all are approved by the MTB.

Metropolitan Transportation Plan (MTP)

The MTP is at the center of the regional long-range transportation planning process and uses long-term growth projections and anticipated travel patterns to consider future regional transportation needs. MPO staff use a data-driven process to inform the MTB about existing and future transportation conditions to facilitate decision-making.

The MTP is developed through a comprehensive and cooperative planning process involving all metropolitan area jurisdictions and other partner agencies. The plan is federally required and includes all modes of transportation. It must be fiscally constrained, meaning all projects proposed for inclusion in the MTP must have an identified funding source. In other words, projected spending on projects cannot exceed projected revenues.

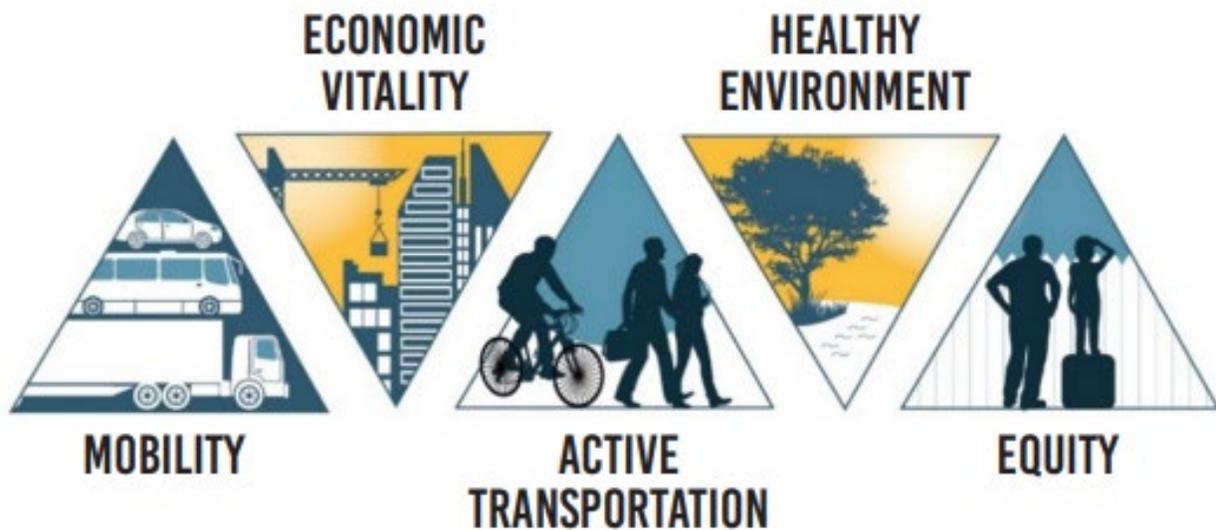


The current MTP is the *Transitions 2045 MTP*, which the Board adopted in April 2025.

The Plan is guided by five main goals:

- Mobility
- Economic Vitality
- Active Transportation
- Healthy Environment
- Equity

A key theme of the MTP is making strategic investments in our multimodal transportation systems that respond to the increase in project costs, the overall flattening of population growth, and the fundamental ways travel and work have been impacted by the COVID-19 pandemic.





Transitions 2045 highlights the significant progress toward the Target Scenario: a collaboratively- developed vision for our region’s future that was envisioned in the previous MTP, *Connections 2040*.

Through innovative land use and transportation investments, agencies have furthered key objectives of the Target Scenario such as:

- Strengthen regional activity centers and a core transit network
- Promote safe bicycle and pedestrian connections
- Provide a better balance of jobs and housing
- Preserve and protect open space and rural communities

Additional highlights of the *Transitions 2045* MTP that reflect the significant changes over the past five years:

- Traffic volumes have eased in some areas, particularly in major employment centers.
- The population is expected to grow by 38,000 by 2045.
- Employment in the metro area has rebounded to pre-pandemic levels.
- Housing affordability is an increasing challenge.
- Transit service and ridership have decreased in the past five years.
- There is demand for safer and more comfortable bicycle and pedestrian facilities.
- Pedestrian fatalities have risen to record levels in the metro area.
- Two counties in the metro area, Bernalillo and Sandoval, are nearing problematic ground-level ozone levels.

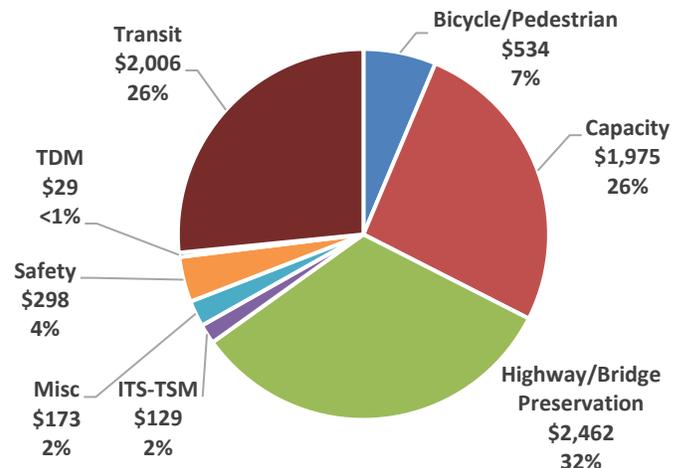
In response to the understanding that our limited transportation funds must prioritize existing infrastructure, *Transitions 2045* dedicates 32 percent of funds toward maintenance and preservation projects.



View the *Transitions 2045* MTP on the MRCOG website:

Home>>Popular Links>>Metro Planning>>Metropolitan Transportation Plan (MTP)
>>Metropolitan Transportation Plan Full Document

MTP Publicly Funded Projects - Costs by Project Type (Millions)



Transportation Improvement Program (TIP)

The Transportation Improvement Program, or TIP, is the short-range implementation plan for the MTP that allows transportation projects to be funded and eventually built. It lists all regionally significant transportation projects regardless of funding source (public or private), as well as all projects that will receive federal funding. A project must first be listed in the MTP to be included in the TIP. This requirement helps ensure projects are consistent with the goals of the MTP.

A new TIP is developed every four years and extends over six fiscal years. The first four years of the TIP constitute the “Federal TIP”, and two subsequent years are considered “informational years.” MRMPO’s TIP follows the federal fiscal year, from October 1 to September 30. The current TIP is for the federal fiscal years 2024-2029.

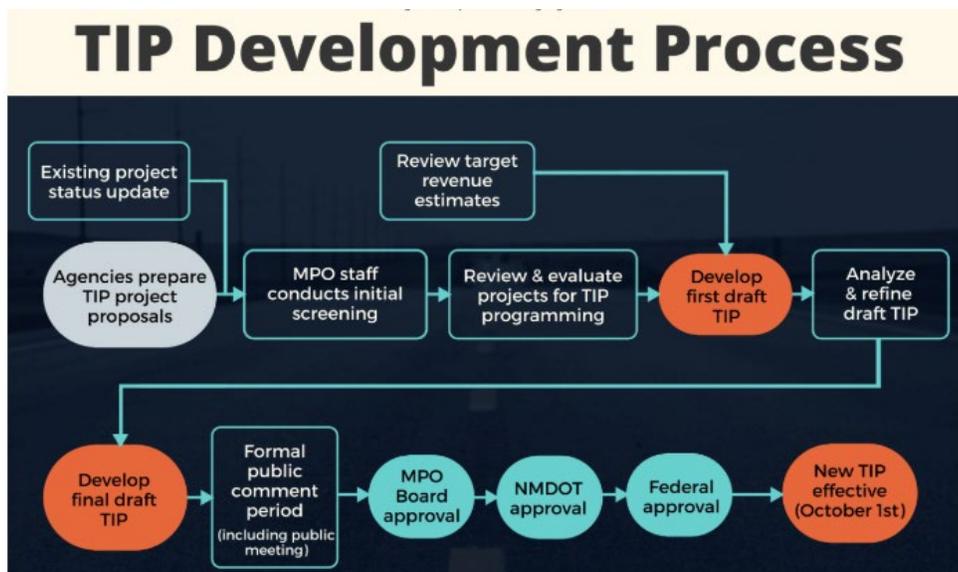
The TIP is required by federal law to be fiscally constrained, meaning the total funds



programmed cannot exceed the amount of funding available. As projects progress in their development and cost estimates are refined, the TIP may be revised to reflect the updated costs, and funding may be re-allocated to where it is needed.

Because the TIP is a program of funded projects in various stages of scoping, design, construction, and implementation, revisions are often necessary. Usually, there are monthly minor administrative modifications and quarterly amendments that require MTB approval.

Development of the next TIP will begin in spring of 2026 and go into effect on October 1, 2027. It will cover the period of FFY 2028-2033.



* Full details on the TIP development process can be found in the TIP Policies and Procedures guidebook (found in the TIP section of the website: Home>Programs>Metro Planning>Metropolitan Planning Organization>Transportation Improvement Program>TIP Procedures & Forms



Main TIP Project Funding Categories

There are 12 main project funding categories included in the TIP; these are reviewed on a quarterly basis.

- Congestion Mitigation and Air Quality Improvement Program (transit and bicycle trails projects)
- Federal Lands Access Program
- Federal Lands Transportation Program
- FTA Grants (Formula and Competitive Program)
- Highway Safety Improvement Program
- National Highway Performance Program
- Rail-Highway Crossing Program
- Surface Transportation Block Grant (with sub- allocations and set-asides: STP-Large Urban, STP-Small Urban, STP-Rural, and STP-Flex)
- Transportation Alternatives Program
- Tribal Transportation Program
- Local and State Non-Matching Funds
- Private Funds
- Other miscellaneous categories

Funding categories in the current TIP account for nearly an estimated \$1 billion worth of transportation improvements over the next six years.

View the current TIP on the MRCOG website in the TIP section:
Home>>Programs>>Metro Planning>>Metropolitan Planning Organization>>Transportation Improvement Program



Transportation Project Selection

MRMPO uses the Project Selection Process (PSP) to evaluate projects proposed for inclusion in the TIP. Since funds available through the TIP are limited, the PSP is an objective, quantitative-based method to help select projects that best meet regional goals.

The PSP guidebook explains how regional needs are measured and how member agencies can craft projects that address regional needs to increase their likelihood of getting funding. The PSP Guidebook was updated in September 2022 and will be updated again in 2026.

The PSP Guidebook can be found on the MRCOG website:
Home>>Programs>>Metro Planning>>Metropolitan Planning Organization>>Transportation Planning>>Congestion Management Process>>Project Selection Process

Unified Planning Work Program

MRMPO produces a two-year UPWP outlining tasks staff will undertake during two consecutive federal fiscal years (starting on October 1). The UPWP outlines transportation planning activities that the MPO will conduct for each year and MRMPO's annual budget of approximately \$3 million (of which approximately \$2.6 million is federally funded). All activities must comply with the MTP. The UPWP is the best way to get a sense of the work MRMPO does throughout the year.

The current UPWP can be found on the MRCOG website:

Home>>Programs>>Metro Planning>Metropolitan Planning Organization>>**Unified Planning Work Program**

Public Participation Procedures

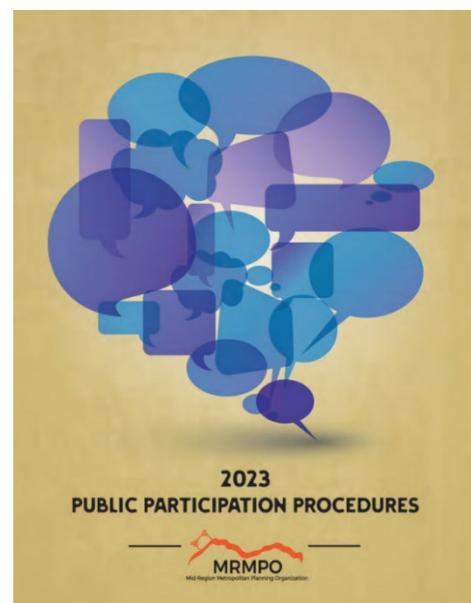
MRMPO produces Public Participation Procedures to help guide its public participation outreach methods and activities. The procedures are updated as needed, usually before beginning a new MTP development cycle. The Board adopted the most current Public Participation Procedures in 2023.

The primary public outreach efforts undertaken by MRMPO center around the MTP, which must include ample opportunity for the public and stakeholders to give feedback and input on the plan. Each newly developed TIP also triggers public outreach efforts, including a public review period of 30 days. Draft UPWPs and PPPs are also posted for public comment.

MRMPO continually strives to improve its outreach practices and methods. Recent approaches have included more emphasis on attending community events rather than inviting the public to come to us, focusing more on gathering feedback rather than presenting information, and increasing efforts to reach traditionally underrepresented communities. Finally, more varied ways to acquire feedback are being employed to get input from more people and a broader range of stakeholders.

Changes brought on by the COVID-19 pandemic necessitated different approaches for engaging with the public, including offering opportunities to participate in meetings virtually. MRMPO staff have worked to adapt to these changes by implementing new technological tools. MRMPO has continued to use these tools and formats as they have, in some ways, made it easier for many to participate. However, knowing that not everyone has access to the needed technology or prefers it, face-to-face meetings will remain an important way to encourage participation.

The Public Participation Procedures can be found on the MRCOG website: Home>>Programs>>Metro Planning>>Get Involved>>Public Participation Procedures





MRMPO Staff

Besides the MTP and TIP, MRMPO staff works on a host of other projects and services. We encourage you to contact us directly with any needs or questions. Is there something you would like to know more about? Do you need data or

mapping? Let us know! Below is a staff listing that includes areas of expertise as well as ways to contact staff members directly. Please feel free to do so.

MRMPO STAFF MEMBER

KENDRA MONTANARI

TRANSPORTATION PLANNING AND TECHNICAL SERVICES MGR.

KMONTANARI@MRCOG-NM.GOV / (505) 724-3601

CONTACT ME ABOUT

Metropolitan Transportation Planning, Mapping Services, Data and Modeling Support, Grant Assistance

CLAUDIA PATRICIA MERLO

TRANSPORTATION PROGRAM MANAGER, FINANCE AND ADMINISTRATION

CPMERLO@MRCOG-NM.GOV / (505) 724-3651

Finance management, General MPO administration

NATHAN MASEK

SENIOR TRANSPORTATION PLANNER/TRAFFIC COUNTS MGR.

NMASEK@MRCOG-NM.GOV / (505) 724-3620

Intelligent Transportation Systems (ITS, Traffic Counts, Traffic Monitoring and Forecasting, Freight, Roadway Access

SAGERT SHEETS

GIS MANAGER

SSHEETS@MRCOG-NM.GOV / (505) 724-3655

GIS Services, Spatial Analysis, Tribal GIS Support GIS Coordinator

TARA COK

SENIOR PLANNER

TCOK@MRCOG-NM.GOV / (505) 724-3627

Bicycle and Pedestrian Planning, Bicycle and Pedestrian Counts, Public Engagement

JUDITH GRAY

SENIOR TRANSPORTATION PLANNER

JGRAY@MRCOG-NM.GOV / (505) 724-3639

Congestion Management, Safety, Project Selection Process (PSP)

ANDREW VANETSKY

GIS ANALYST II

AVANETSKY@MRCOG-NM.GOV / (505) 843-1731

GIS Services, Data Visualization

MRMPO STAFF MEMBER**CONTACT ME ABOUT****KELLY BENAVIDEZ**

MTB, TCC and TPTG Meeting Coordination, Title VI Planning Program and Title VI Coordinator

PLANNING ADMINISTRATIVE ASSISTANT**KBENAVIDEZ@MRCOG-NM.GOV / (505) 843-1724****GLADYS VALENTIN-GONZALEZ**

GIS Services

GIS ANALYST III**GVALENTIN-GONZALEZ@MRCOG-NM.GOV / (505)
724-3611****AARON HILL**

Census Data, Demographics, Socioeconomics, Land Use and Economic Forecasting

SOCIOECONOMIC ANALYST**AAHILL@MRCOG-NM.GOV / (505) 724-3620****MARK BAILON**

Transportation Improvement Program (TIP)

TIP COORDINATOR**MBAILON@MRCOG-NM.GOV**

MRMPO Website, Newsletter & Social Media

MRMPO publishes a quarterly e-newsletter, **Travel Times**, that MTB and MPO committee members are encouraged to sign up for. Staff also maintains a Facebook page (www.facebook.com/MidRegionMPO or search for *Mid-Region Metropolitan Planning Organization* on Facebook). Both are excellent ways to keep informed about MRMPO's activities. Much of what you would ever want to know about MRMPO's planning activities and products can be found on the MRCOG website. The next two pages show screenshots of the MRMPO section of the website that will help you navigate the most pertinent sections.

Home >> Programs >> Metro Planning >> Metropolitan Planning Organization

The screenshot displays the MRMPO website's 'Metropolitan Planning Organization' page. On the left, a navigation menu includes 'Transportation Planning', 'Transportation Improvement Program', 'Unified Planning Work Program', and 'Board & Committees'. The main content area features the MRMPO logo, a mission statement, a paragraph explaining the role of Metropolitan Planning Organizations (MPOs), and a video player with a play button. Below the video is a 'Core Functions' section. On the right, there is a 'CONTACT US' section with contact details for Kendra Montanari and Steven Montiel, a 'CALENDAR' section listing meetings for March 4th, 18th, and April 1st, and a 'Transportation News' section with an email sign-up form and a 'CONNECT WITH US' section for social media.

Click "Transportation Planning" to access the full suite of MRMPO planning areas (see next page)

Great video introduction to MRMPO

Upcoming MRMPO Meetings

Access the full MRCOG Calendar via "view all"

Sign up for the E-newsletter, Travel Times



Home >> Programs >> Metro Planning >> Metropolitan Planning Organization
>> Transportation Planning

[Home](#) > [Programs](#) > [Metro Planning](#) > [Metropolitan Planning Organization](#) > [Transportation Planning](#)

Transportation Planning

MRCOG is home to the Mid-Region Metropolitan Planning Organization (MRMPO) for the [Albuquerque Metropolitan Planning Area \(AMPA\) \(PDF\)](#). Our planning activities are centered around transportation issues, and the intersection between transportation and land use, the environment and the economy.

Metropolitan Transportation Plan

The MTP is a blueprint for investing in our transportation networks over the next 20 years that has been adopted by the metropolitan area's leaders.

Congestion Management Process

The CMP is a federally mandated process that helps identify the most congested roadways in the metropolitan area and strategies to improve mobility for the traveling public.

Traffic Monitoring

The traffic monitoring program oversees the collection of traffic counts along all major roadways in order to examine travel patterns and inform transportation planning activities.

Bicycles and Pedestrians

Bicycle and pedestrian planning activities include a non-motorized counts program and inter-agency efforts that emphasize designing streets for all users and creating multi-modal connections.

Safety and Crashes

Safety planning at the MPO is focused on the goal of eliminating death and injury on public roadways and include Vision Zero, prioritizing projects for safety, and crash analyses.

Intelligent Transportation Systems

Regional ITS activities involve the application of technology-based strategies to coordinate travel management and improve the efficiency of the existing transportation network.

Public Health

The MPO is committed to the health of individuals and communities by promoting equitable access to important destinations and partnering in efforts like the Healthy Here Initiative.

Environmental Resiliency

Transportation planning activities address climate change concerns, vulnerable populations, and mitigation and adaptation measures that strengthen environmental resiliency.

Planning for Equity

The MPO strives to recognize and address equity issues in planning through evaluating the transportation system with a focus on communities that are disproportionately burdened or benefited by investment decisions.

CONTACT US

Kendra Montanari
Transportation Planning & Technical
Services Manager
[Email](#)

5 APPENDICES

- A. MTB Membership Roster**
- B. MTB Bylaws**
- C. Memorandum of Agreement for Establishment of MPO Operations**
- D. Commonly Used Acronyms**

APPENDIX A - MTB Membership Roster



Mid-Region Council of Governments
Metropolitan Transportation Board

Roster
Updated (03-25-2025)



Jack Torres, Chair

Tammy Fiebelkorn, Vice-Chair

ORGANIZATION	MEMBER	ALTERNATE
City of ABQ	Councilor Joaquin Baca Councilor Dan Champine Councilor Klarissa Peña Councilor Dan Lewis Councilor Louie Sanchez Councilor Tammy Fiebelkorn	Nathan Molina Aziza Chavez Cherise Quezada Elaine Romero Tanya Jackson Brandon MacEachen Giselle Alvarez Tom Menicucci Giselle Alvarez Jeff Hertz
Albuquerque Public Schools	Josefina Dominguez	Janelle Astorga Rachel Hertzman
Rio Rancho Public Schools	Sal Maniaci	Vacant
Bernalillo County	Commissioner Frank Baca Commissioner Walt Benson Commissioner Eric Olivas	Richard Meadows Cindy Chavez Julie Luna Brian Lopez Julie Morgas Baca Elias Archuleta Antonio Jaramillo Julie Luna
Sandoval County	Commissioner Jon Herr	Mark Hatzenbuehler
Valencia County	Lina Benavidez	Jeremias Silva
City of Belen	Councilor Rudy Espinoza	Steven Tomita
City of Rio Communities	Joshua Ramsell	Councilor Lawrence Gordon Martin Moore Vacant
City of Rio Rancho	Mayor Gregory Hull Councilor Robert Tyler Councilor Paul Wymer	Matthew Geisel Peter Wells B.J. Gottlieb
Town of Bernalillo	Mayor Jack Torres	Troy Martinez Ida Fierro
Village of Bosque Farms	Mayor Chris Gillespie	Vacant
Village of Corrales	Councilor Stuart Murray	Councilor Bill Woldman
Village of Los Lunas	Michael Jaramillo	Brittany Armijo
Village of Los Ranchos	Mayor Lawrence Rael	Frank Reinow John Avila
Village of Tijeras	Audrey Caufield	Maria Martinez
AMAFCA	Orlando Martinez	Ron Brown
MRGCD	Vacant	Vacant
SSCAFCA	Ron Abramshe	Cassandra D'Antonio
RMRTD	Tony Sylvester	Grant Brodehl
NMDOT	David Quintana Paul Brassher	Jolene Herrera Rhonda Lopez Vacant
Cochiti Pueblo	Vacant	Vacant
Isleta Pueblo	Lt. Governor Juan Rey Abeita	Vacant
Laguna Pueblo	Vacant	Vacant
Sandia Pueblo	Vacant	Vacant
NON-VOTING ADVISORY MEMBERS		
ORGANIZATION	MEMBER	ALTERNATE
City of Albuquerque, Aviation Department	Vacant	Vacant
ABQ/Bernalillo County Air Quality Control Board	Vacant	Vacant
Federal Highway Administration	Vacant	Vacant
Federal Transit Administration	Vacant	Vacant
Kirtland AFB	Vacant	Vacant
Santo Domingo Pueblo	Kathy Ashley	Vacant
Santa Ana Pueblo	Nathan Tsosie	Vacant
Bernalillo Public Schools	Vacant	Vacant

APPENDIX B – MTB Bylaws

BYLAWS
for the
METROPOLITAN TRANSPORTATION BOARD
of the
MID-REGION METROPOLITAN PLANNING
ORGANIZATION
of the
MID-REGION COUNCIL OF GOVERNMENTS

Statement of Purpose

These bylaws define the purpose, role, function, and membership of the Metropolitan Transportation Board (MTB) of the Mid-Region Metropolitan Planning Organization of the Mid-Region Council of Governments.

Article I - Definitions

As used in these bylaws, the following terms mean:

1. **ADVISORY MEMBER** – refers to:

- a. any person representing a private or public organization that is appointed by the MTB as a non-voting member to the MTB, who by professional expertise can contribute to the functions of the MTB.

Advisory members shall have no vote and shall not be considered for determination of a quorum but they may participate in MTB discussions per the MTB appointment.

2. **ASSOCIATE MEMBER** – refers to:

- a. a representative from any jurisdiction or agency that qualifies as a “Member Government” which chooses not to participate as a full voting member of the MTB, but chooses to contribute in the metropolitan transportation planning process.

Associate members shall have no vote on the MTB and shall not be considered for determination of a quorum but they may participate in MTB discussions and may serve and vote on committees.

3. **BOARD OF DIRECTORS** – refers to the Board of Directors of the Mid-Region Council of Governments of New Mexico

4. **MEMBER** - any person appointed by a member government in accordance with Article II, Section 1 or Section 2, to represent that government as a voting member of the MTB. A duly appointed **ALTERNATE** may vote only when serving as proxy for a

member and after notifying the Chair of the MTB of such at the beginning of the meeting.

5. MEMBER GOVERNMENT - those general and special purpose units of local government, and agencies that administer or operate major modes of transportation (having scheduled and multiple fixed route service) within the Metropolitan Planning Area, and appropriate state agencies, and governments of federally recognized tribes having land within the boundaries of the Metropolitan Planning Area, which choose to be members of the MTB.

6. METROPOLITAN PLANNING AREA (MPA) - that portion of New Mexico delineated on the attached map as the Albuquerque Metropolitan Planning Area (which is hereby appended to these bylaws), for which the Mid-Region Council of Governments acts as the Metropolitan Planning Organization and the MTB establishes transportation policy. Boundaries of the MPA may be adjusted from time to time without amending these Bylaws provided they are adjusted in accordance with procedures established by Federal regulations.

7. METROPOLITAN PLANNING ORGANIZATION (MPO) - the entity designated by agreement among the Governor and general purpose local governments within the area to be responsible for the continuing, cooperative and comprehensive transportation planning process in the MPA as mandated by Federal law.

8. METROPOLITAN TRANSPORTATION BOARD (MTB) - the body of representatives of Member Governments responsible for determining transportation policy for the Metropolitan Planning Area and is the governing body of the Mid-Region Metropolitan Planning Organization.

9. MID-REGION COUNCIL OF GOVERNMENTS (MRCOG) - the association made up of and representing the local governments within New Mexico State Planning and Development District 3. The designated Metropolitan Planning Organization (MPO) for the Albuquerque Metropolitan Planning Area.

10. MID-REGION METROPOLITAN PLANNING ORGANIZATION (MRMPO) - a division of MRCOG for the purpose of overseeing, directing, and establishing comprehensive transportation planning and policies for the Albuquerque Metropolitan Planning Area to carry out the provisions of Title 23 and Title 49 United States Code related to metropolitan planning.

Article II - Organization and Membership

1. Board members of the MTB shall be appointed by the member government.

Persons appointed as members shall be:

- a. Local elected officials [as per 23 CFR 450.310(d)];
- b. Governing officials of Tribes and/or Pueblos;

- c. Officials of agencies that administer or operate major modes or systems of transportation (transit operators, sponsors of major local airports, maritime ports, rail operators, etc.) [As per 23 CFR 450.310(d)];
- d. State appointed officials from the New Mexico Department of Transportation (NMDOT) [as per 23CFR 450.310(d)];
- e. Chief executives (Chief Administrative Officer, County Manager, City Manager, etc.) of the agency they represent.

A member may appoint an alternate to serve at those times when the member is unable to serve.

2. Representation on the MTB shall be established as follows:

- a. Member Governments including Tribal Governments
 - 1) Population 0 - 50,000 - One representative
 - 2) Population 50,001 - 100,000 - Two representatives
 - 3) Population 100,001 - 150,000 - Three representatives
 - 4) Population of more than 150,000 - Three representatives plus one additional representative for each 75,000 persons over 150,000
- b. Special Units of Governments
 - 1) School districts - One representative each
 - 2) Flood control authorities - One representative each
 - 3) Middle Rio Grande Conservancy District - One representative
 - 4) New Mexico Department of Transportation - Two representatives
- c. The MTB shall maintain a list as an appendix to these bylaws (which may be revised as needed) of current, eligible voting member governments and their representation. The list must be certified by the MTB annually.

3. Population will be determined based on the most recent decennial population data published by the United States Bureau of Census.

4. Associate nonvoting members will include individuals from the member governments and special units of government which choose to participate on the MTB at the associate level per Article 1, Section 2.

5. Advisory nonvoting members will include individuals from private and public agencies that the members of the MTB consider qualified to make an effective contribution to the MTB.

6. If a voting member does not attend three consecutive MTB meetings and an alternate does not serve as proxy for the member, the MTB by majority vote shall notify the member government that the seat may be declared vacant at the next meeting of the MTB.

7. Vacant seats shall not be considered when determining a quorum or calculating the three-fourths provision of Article VIII of these Bylaws. Vacant seats shall be considered filled when the member government notifies the Chair of the MTB and duly appoints a voting member to fill the vacancy.

8. The MTB's Transportation Coordinating Committee and Public Involvement Committee are established technical and advisory committees to provide recommendations to the MTB regarding matters within the MTB's authority. The MTB will define the role of each group in that group's bylaws.

Article 111 - Role and Authority

1. The role of the MTB shall be to provide policy guidance in the development of transportation plans and programs and serve as the local approval body for such plans and programs.
2. The MTB shall provide a forum for cooperative decision making for the MPA.
3. As the governing body of MRMPO, the MTB shall oversee, direct, and establish comprehensive transportation planning and policies for the Albuquerque Metropolitan Planning Area to carry out the provisions of Title 23 and Title 49 United States Code related to metropolitan planning.

Article IV - Functions and Responsibilities

1. The MTB shall make final decisions on technical and policy matters regarding plans and programs designed to serve the transportation needs of the MPA.
2. The MTB shall provide input to MPO staff and make recommendations to the Board of Directors regarding the Unified Planning Work Program (UPWP) for intermodal transportation planning for the MPA.

Article V - Meetings and Voting

1. The MTB shall meet at a regularly scheduled time and place as the MTB may determine appropriate, and may meet at such other and additional times and places as it deems necessary. The Chair of the MTB may call special meetings at his/her discretion, and shall call a special meeting at the request of one-third of the voting members, or at the request of the Chair of the MRCOG Board of Directors.
2. The MTB voting membership shall follow the adopted MRCOG Rules of Procedures during their meetings. Where questions of procedure or precedence arise, the Rules of Procedures will govern.
3. A simple majority of the filled voting member positions of the MTB shall constitute a quorum at any meeting held by the MTB at which formal action is to be taken.

4. Each voting member shall have one vote on an issue or question presented to the MTB. A vote of a majority of the voting members at a meeting shall decide in the affirmative or negative any issue or question presented to the MTB. Any minority opinions or advisory member comments shall be appended to the record of voting.

Article VI - Officers

1. Officers of the MTB shall consist of a Chair and Vice Chair.
2. The MTB shall elect the Chair and Vice Chair.
3. The Chair and Vice Chair may hold office for a one-year term. The term begins on the first meeting of the fiscal year (normally October). Officers may be reappointed for a second consecutive term at the discretion of the board.
4. If a vacancy occurs in the office of Chair, the Vice Chair shall assume the duties of the Chair. If a vacancy occurs in the office of Vice Chair, the MTB shall elect a new Vice Chair.

Article VII - Staff

1. The MRCOG will provide the MTB with the necessary staff and technical assistance to support the regional transportation planning process.
2. The Secretary for the MTB shall be the Executive Director of MRCOG or his designee from the MPO staff of the MRCOG.

Article VIII -Approval and Amendments

1. These bylaws shall be in force upon consent of the voting membership of the MTB and approval by the MRCOG Board of Directors.
2. These bylaws may be amended by the affirmative vote of three-fourths of the MTB's voting members. Amendments shall be subject to concurrence by the MRCOG Board of Directors or the MRCOG Executive Board.

BYLAWS AMENDED by affirmative vote of three-fourths of the Metropolitan Transportation Board's voting members on the 20th day of May 2016.

AMENDMENTS APPROVED by the Board of Directors of the Mid-Region Council of Governments on the 9th day of June 2016.

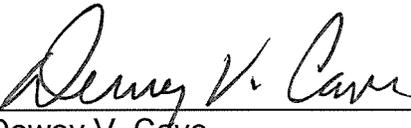


Debbie O'Malley
Chair, MRMPO Metropolitan Transportation Board



M. Steven Anaya
Chair, MRCOG Board of Directors

ATTEST:



Dewey V. Cave
Executive Secretary, Metropolitan Transportation Board
Executive Director, Mid-Region Council of Governments

**APPENDIX C – Memorandum of Agreement for Establishment of MPO
Operations**

**MEMORANDUM OF AGREEMENT
for the
ESTABLISHMENT OF OPERATIONS
of the
MID-REGION METROPOLITAN PLANNING ORGANIZATION**

This Memorandum of Agreement, hereinafter referred to as "Agreement", is made and entered into, by and between:

- the City of Albuquerque, the City of Belen, the City of Rio Communities, the City of Rio Rancho, the County of Bernalillo, the County of Sandoval, the County of Valencia, the Town of Bernalillo, the Town of Edgewood, the Town of Peralta, the Village of Bosque Farms, the Village of Corrales, the Village of Los Lunas, the Village of Los Ranchos de Albuquerque, and the Village of Tijeras, which are hereinafter collectively referred to as "Local Governments", and
 - the Pueblo de Cochiti, the Pueblo of Isleta, the Pueblo of Laguna, the Pueblo of San Felipe, the Pueblo of Sandia, the Pueblo of Santa Ana, the Pueblo of Santo Domingo, and the Navajo Nation To'hajiilee Chapter, which are hereinafter collectively referred to as "Tribal Governments", and
 - the Albuquerque Public School District, the Belen Consolidated School District, the Bernalillo Public School District, the Los Lunas Public School District, and the Rio Rancho Public School District, which are hereinafter collectively referred to as "School Districts", and
 - the Albuquerque Metropolitan Arroyo and Flood Control Authority, the Eastern Sandoval County Arroyo and Flood Control Authority, the Southern Sandoval County Arroyo and Flood Control Authority, and the Middle Rio Grande Conservancy District, which are hereinafter collectively referred to as "Specialized Agencies", and
 - the City of Albuquerque Transit Department (a.k.a. ABQ Ride), and the Rio Metro Regional Transit District, which are hereinafter collectively referred to as "Transit Operators", and
 - the Mid-Region Council of Governments, hereinafter referred to as "MRCOG",
- and all of the entities above are hereinafter collectively referred to as the "Parties".

WHEREAS, MRCOG (formerly called the Middle Rio Grande Council of Governments) was established under the laws of the State of New Mexico as a consortium of various governments and agencies; and

WHEREAS, on December 11, 1973, the Governor of the State of New Mexico designated MRCOG as the Metropolitan Planning Organization (MPO) pursuant to Section 112 of the Federal Highway Act of 1973 for the Albuquerque Metropolitan Planning Area; and

WHEREAS, on December 19, 2002 in resolution R-02-06 MRCOG, the MRCOG Board of Directors approved Bylaws for the Metropolitan Transportation Board; and

WHEREAS, the Bylaws of the Metropolitan Transportation Board (MTB) designates the MTB as the *"body of local officials responsible for determining transportation policy for the Albuquerque Metropolitan Planning Area"* and whose *"role is to provide policy guidance in the development of transportation plans and programs and serve as the local approval body for such plans and programs"*; and

WHEREAS, the functions of the Mid-Region Metropolitan Planning Organization have been placed under the governance of the MTB, consequently, it operates as a division of MRCOG for the purpose of overseeing, directing, and establishing comprehensive transportation planning and policies to carry out the provisions of Title 23 and Title 49 United States Code related to Metropolitan Planning; and

WHEREAS, it is recognized that the Tribal Governments each maintain their status as sovereign nations in accordance with applicable treaties ratified by the United States government, federal court cases, executive orders, and other laws established by the federal government; and

WHEREAS, as a result of the 2010 United States Census, the Bureau of the Census expanded the Albuquerque Urbanized Area, established the Los Lunas Urbanized Area, and revised the Santo Domingo Urban Cluster; and

WHEREAS, the population of the Albuquerque Urbanized Area is greater than 200,000 therefore, under federal regulations, the metropolitan planning area is also a Transportation Management Area (TMA).

WHEREAS, on February 27, 2013, the Governor of the State of New Mexico in accordance with 23 CFR 450.312 established the revised boundaries of the Albuquerque Metropolitan Planning Area (AMPA) and the corresponding Transportation Management Area (TMA) in accordance with 23 CFR 420.304(i);

NOW THEREFORE, IT IS MUTUALLY agreed between the Parties:

Section 1 - Definitions and Abbreviations

The following definitions and abbreviations:

AMPA- the Albuquerque Metropolitan Planning Area established in accordance with 23 CFR 450.312. The AMPA boundary coincides with the TMA boundary.

CFR - Code of Federal Regulations

FHWA - the Federal Highway Administration of the USDOT.

FTA - the Federal Transit Administration of the USDOT.

MPO - Metropolitan Planning Organization

MRCOG - the Mid-Region Council of Governments of New Mexico the designated metropolitan planning organization for the AMPA.

MRMPO - the Mid-Region Metropolitan Planning Organization, a division of MRCOG

MTB - Metropolitan Transportation Board of MRMPO

NMDOT - the New Mexico Department of Transportation

NMSA - New Mexico Statutes Annotated

Rio Metro - the Rio Metro Regional Transit District

TMA - the Transportation Management Area established in accordance with 23 CFR 450.304(i). The TMA boundary coincides with the AMPA boundary.

USDOT - United States Department of Transportation which includes the Federal Highway Administration and the Federal Transit Administration.

Section 2 - Authority

The authority under which the Parties have entered into this agreement are Federal Regulation 23 CFR 450.314; Sec. 3-18-1, Seq. NMSA 1978 (Municipal Code); Sec. 4-37-1 et. Seq. NMSA 1978 (County Ordinance); Sec. 13-1-44, Sec. 13-1-111 through Sec. 13-1-117 and Sec. 13-1-135 and Sec. 13-1-136 NMSA 1978 (Procurement Code).

Section 3 - Effective Term

This Agreement shall become effective upon approval by the Metropolitan Transportation Board of the Mid-Region Metropolitan Planning Organization, the Board of Directors of the Mid-Region Council of Governments, and a majority of the Parties who are members of the MTB as of January 1, 2016 including the entities required to be part of the MTB, with the method of approval determined by each Party.

This Agreement shall remain in effect until superseded by a subsequent agreement or terminated by the same process as its approval. Upon termination of this Agreement, all work under this Agreement shall immediately cease and no further funds shall be expended by MRCOG without prior written approval of NMDOT.

This Agreement supersedes all previous joint powers agreements or other agreements or parts of other agreements which establish the parameters for the operation of the Mid-Region Council of Governments as the metropolitan planning organization. However, the Cooperative Agreements as may be amended and renewed, between NMDOT and MRCOG remain in effect.

This Agreement may be amended in accordance with Section 21.

Section 4 - Fiscal and Administrative Management

The Mid-Region Metropolitan Planning Organization (MRMPO) is a division of the Mid-Region Council of Governments (MRCOG) which is the designated MPO for the Albuquerque Metropolitan Planning Area (AMPA). MRCOG shall be responsible for the accounting and administration of all funds utilized to operate MRMPO and for providing staff to fulfill MPO work tasks and assignments.

There shall be an MPO Officer who shall be an employee of MRCOG designated by the MTB who shall be responsible to monitor and insure that all expenditures by MRMPO shall be done in accordance with the requirements of the New Mexico Procurement Code and all applicable federal and state laws. In addition, the MPO Officer shall insure that all expenditures of metropolitan planning funds received under Title 23 U.S.C. Section 134 and Title 49 U.S.C. Section 5303, shall be done in accordance with all applicable federal and state requirements.

Section 5 - MRMPO Participation

All Parties, except MRCOG, the City of Albuquerque, and Rio Metro shall be entitled to choose one of three levels of participation in MRMPO.

- 1). Full Voting Membership - the Party is entitled to voting representation on the MTB in accordance with the Bylaws and voting representation on committees per committee bylaws or guidelines. The Party's representation counts toward a quorum for the meetings.
- 2). Associate Membership - the Party is entitled to non-voting representation, to fully participate in all discussions on the MTB in accordance with the Bylaws and is entitled to non-voting representation on committees per committee bylaws or guidelines. The Party's representation does not count toward a quorum for the meetings.
- 3). Nonparticipating - the Party does not have representation on the MTB or its committees. The Party may participate as a member of the public.

All Parties, regardless of their level of participation in MRMPO may submit project proposals to compete for federal transportation funding contingent upon eligibility requirements and in accordance with the *TIP Policies and Procedures*.

All Parties except the City of Albuquerque, Rio Metro, and MRCOG may change its level of participation at any time at the discretion of the Party.

- A. The City of Albuquerque which includes the city's transit department, ABQ Ride, and

Rio Metro shall be required to have Full Voting Membership in MRMPO. [Reference 23 CFR 450.310(b) and (h) and MAP-21.]

- B. MRCOG, as the designated MPO, is not entitled to voting representation on the MTB; MRCOG staff assigned to MRMPO duties serve as staff for the MTB and work under the direction of the MTB providing recommendations and advice.

Membership on the MRCOG Board of Directors shall not be a requirement for participation or membership on the MTB or its committees and subcommittees.

Section 6 - Governance

The Mid-Region Council of Governments is governed by a Board of Directors which places authority for transportation planning (per 23 USC 134 and 49 USC 5300) under the governance of the Metropolitan Transportation Board (MTB) creating the Mid-Region Metropolitan Planning Organization as a division of MRCOG. The MRCOG Board of Directors shall approve all revisions and amendments to the MTB Bylaws.

The Metropolitan Transportation Board (MTB) is the governing body for the Mid-Region Metropolitan Planning Organization (MRMPO). The MTB shall operate in accordance with its Bylaws which may be amended from time to time and are hereby appended to this agreement. (Future amended Bylaws shall be considered part of this agreement).

- A. The MTB shall consist of voting member representatives and associates (or alternates) in accordance with its Bylaws. Voting shall be conducted, and MTB officers elected in accordance with the Bylaws.
- B. The MPO Officer and MRCOG employees shall serve as staff for the MTB and shall be responsible for the development, distribution, public notification, and archive of agendas, minutes and other records in compliance with all applicable statutes.
- C. The MTB may establish standing committees and ad hoc committees in accordance with its Bylaws.
 - 1. Committees shall operate under rules and structure established by the MTB and in accordance with the committee's bylaws or guidelines.
- D. The Bylaws shall be amended to conform to all new, future federal requirements.

Section 7 - Purpose

It is therefore agreed that, pursuant to the provisions of Title 23 and Title 49 United States Code related to Metropolitan Planning and other applicable regulations issued by the U.S. Department of Transportation (USDOT) and its component divisions, the Parties will *"carry out a continuing cooperative and comprehensive multimodal transportation planning process that encourages and promotes the safe and efficient development, management, and operation of surface transportation systems to serve the mobility needs of people and freight (including accessible pedestrian walkways and bicycle transportation facilities) and foster economic growth and development, while minimizing transportation-related fuel consumption and air pollution and encourages continued development and improvement of metropolitan transportation planning processes guided by the planning factors set forth in 23 USC 134(h) and 49 USC 5303(h)"* [23 CFR 450.300 & 304].

- A. The transportation planning and programming process shall cover the Metropolitan Planning Area and corresponding Transportation Management Area (TMA) established February 27, 2013 by the Governor of the State of New Mexico in accordance with 23 CFR 450.312. This area will be referred to hereinafter as the Albuquerque Metropolitan Planning Area (AMPA).

1. The AMPA boundary may be revised from time to time in accordance with 23 CFR 450.312 and shall be reviewed following the official release of each U.S. Decennial Census and U.S. Census Bureau-defined urbanized area boundaries.
- B. The Mid-Region Metropolitan Planning Organization of the Mid-Region Council of Governments shall perform the following functions:
 1. **UPWP** - Develop and publish a Unified Planning Work Program (UPWP) in accordance with 23 CFR 420.111, 23 CFR 450.304, 23 CFR 450.308 and FTA Circular C 8100.1C-Chapter II. The UPWP shall describe all transportation planning activities the MPO intends to undertake in the period covered by the UPWP.
 2. **MTP** - Periodically prepare, update and revise as necessary, a long-range, Metropolitan Transportation Plan (MTP) in accordance with 23 CFR 450.
 3. **TIP** - Periodically prepare, update and revise as necessary, a short-range Transportation Improvement Program (TIP) in accordance with 23 CFR 450.
 - a). MRMPO shall maintain, update and revise as necessary policies and procedures for the development, management and revision of the TIP in conformance to 23 CFR 450.316(e).
 4. **Annual Listing** - Develop the Annual Listing of Obligated Projects in conformance to 23 CFR 450.332.
 5. **PPP** - Periodically update and revise as necessary, a Public Participation Plan (PPP) in accordance with 23 CFR 450.316.
 6. **CMP** - Maintain and periodically update and revise as necessary a Congestion Management Process (CMP) in accordance with 23 CFR 450.
 7. **ITS** - Maintain and periodically update and revise as necessary the Regional ITS Architecture in accordance with 23 CFR 450 and 23 CFR 940.
 8. **Model** - Maintain a travel demand forecast model that incorporates traffic count data and socioeconomic conditions (population, employment, and land use) for the area within the AMPA.
 9. **Mobile-Source Air Quality** - coordinate with the local air quality board(s) and agencies, NMDOT, and the New Mexico Environment Department in reviewing air quality, identifying strategies to reduce mobile-source emissions, and if applicable, determining air quality conformity for the MTP and TIP.
 10. **SLRP** - Cooperatively work with NMDOT in the development, update and revisions of the State's long range transportation plan.
 11. **STIP** - Cooperatively work with NMDOT in the development, management, update, and revisions of the Statewide Transportation Improvement Program (STIP).
 12. **Federal Requirements** - Cooperatively work with NMDOT in the implementation of federal legislation requirements such as, but not limited to: establishing performance measures and targets, establishing performance-based transportation planning processes and other areas required by federal legislation and/or regulations.
 13. **Financial** - Manage the expenditures of Metropolitan Planning (PL) funds received under Title 23 U.S.C. Section 134 and Title 49 U.S.C. Section 5303 and other funds received from the federal government or NMDOT in conformance to all applicable federal and state laws, regulations, and administrative codes and 2 CFR 200.
 - a). MRCOG shall cooperatively with NMDOT and the cognizant federal agency, develop, as needed, an indirect cost allocation plan in accordance with 2 CFR 200.
 - b). MRCOG shall have an external audit conducted annually and provide a copy

of the final audit report to NMDOT and have it available for review by the general public.

- c). NMDOT, the New Mexico State Auditor and the Comptroller General of the United States General Accounting Office and their authorized representatives shall have access to all documents, work papers, deliverables, or other data in whatever form that pertain to this Agreement. The MRCOG shall cooperate with all state and federal auditors and shall supply copies of any requested materials that pertain to this Agreement.
 - d). NMDOT shall have the right to audit billings both before and after payment; payment under this Agreement shall not foreclose the right of NMDOT to recover excessive or illegal payments.
14. **Reporting and Reimbursements** - Prepare and disseminate reports regarding progress made on work described in the UPWP and invoice NMDOT for said work, in accordance with the processes and procedures outlined in the *NMDOT Planning Procedures Manual*.
 15. **Agreements** - Enter into agreements with NMDOT, Local Governments, Tribal Governments, School Districts, Specialized Agencies, Transit Operators, and other federal, state or local agencies for funding and other matters deemed beneficial to the metropolitan planning process by the MTB and/or MRCOG.
 16. **Future Requirements** - MRMPO shall undertake future transportation planning efforts which may be established and funded under federal laws and regulations.
 17. **Miscellaneous** - Take such other actions as may be necessary as directed and approved by the MTB or MRCOG.
- C. Compliance with federal, state, and local laws and regulations for the planning, scoping, environmental documentation, design, construction, quality assurance, equipment purchases, project implementation, and accounting and bookkeeping of capital projects utilizing federal funds shall remain the responsibility and duty of the project sponsor (a.k.a. "lead agency") listed in the Transportation Improvement Program.

Nothing in this Agreement shall be deemed to prohibit MRMPO and MRCOG from using the staff resources of other agencies, non-profit organizations, or contractors to carry out selected elements of the metropolitan transportation planning process. [Reference 23 CFR 450.310(f).]

Section 8 - Budgeting and Cost Allocation

- A. MRCOG shall receive federal funding for metropolitan planning for MRMPO in accordance with 23 CFR 420.109.
- B. MRCOG agrees to provide the required match for funds received from the FHWA and FTA for metropolitan planning purposes. The MRCOG share may be in cash, or as in-kind services provided by Local Governments. In-kind services must be reduced to a cash equivalent basis using a format acceptable to NMDOT and must be described in the UPWP.
- C. MRMPO shall develop a Unified Planning Work Program (UPWP) in accordance with 23 CFR 450.308 and other applicable federal regulations and the *NMDOT Planning Procedures Manual*. Once approved by NMDOT and the FHWA and FTA, the UPWP shall be the basis for project authorization by the USDOT thereby establishing eligibility for reimbursement of allowable costs.
- D. Reimbursement from NMDOT shall be on the basis of quarterly (or other agreed upon period) billings submitted by the MRCOG. The allowable costs shall be in

accordance with the cost principles and procedures set forth federal regulations. MRCOG shall comply with all requirements of 2 CFR 200 and shall submit reimbursement in accordance to the *NMDOT Planning Procedures Manual*.

- E. In accordance with the *NMDOT Planning Procedures Manual*, MRMPO shall develop, prepare, and distribute for review a draft UPWP. Upon receipt of comments from NMDOT, MRMPO shall prepare a final UPWP to be approved by the MTB and submitted to NMDOT for final approvals. When approved by NMDOT, FHWA and FTA, the UPWP shall be the approved Budget Document for that fiscal year(s). Modification to the UPWP and Budget shall be done in accordance with the *NMDOT Planning Procedures Manual*.
- F. Invoices shall be submitted to NMDOT in accordance with the *NMDOT Planning Procedures Manual*.
- G. MRCOG shall be responsible for applicable New Mexico gross receipts taxes or local option taxes for services rendered.
- H. MRCOG shall collect funds to provide the required matching funds for each category of federal funds from the various Parties to this agreement in accordance to the fee structure approved by the Mid-Region Council of Governments Board of Directors.
- I. The terms of this Agreement are contingent upon sufficient appropriations being made by the Legislature of New Mexico and the Congress of the United States of America for the performance of this Agreement. If sufficient appropriations are not made by the Legislature or Congress, this Agreement shall terminate upon written notice being given by NMDOT to the MRCOG. NMDOT's decision as to whether sufficient appropriations are available shall be accepted by the MRCOG and shall be final.

Section 9 - Continuous, Cooperative, and Comprehensive Planning

The Parties agree to engage in a continuous, cooperative and comprehensive planning process to fulfill the requirements of 23 CFR 450. Therefore, the Parties agree to share information and data required to meet the metropolitan transportation planning process and requirements of 23 CFR 450.

Section 10 - Status of MRCOG

Nothing in this Agreement shall be deemed to limit MRCOG from entering into agreements with other agencies and jurisdictions to conduct, perform, or assist in other federal, state, local, tribal, or regional planning efforts in areas such as, but not limited to, land-use, transportation, zoning, comprehensive planning, mapping, socioeconomic and/or demographic studies and analyses, natural resources, economic development, agriculture, traffic studies, or any field which is included in the duties and responsibilities of the other divisions of MRCOG.

Section 11 - Assignment

MRCOG shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior approval of NMDOT.

Section 12 - Conflict of Interest

The MRCOG warrants that its employees presently have no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner of degree with the performance of services required under this Agreement.

Section 13 - Liability

The MRCOG shall indemnify and hold the State harmless for all claims, damages, and liability or potential liability arising from the negligent acts, errors or omission of itself, its agents, subcontractors or employees under this Agreement. The MRCOG agrees to carry comprehensive general liability insurance.

Section 14-Third Party Beneficiary Clause

This Agreement is not intended by any of the provisions of any part of the Agreement to create in the public, or any member thereof, a third party beneficiary or to authorize anyone not a party to the Agreement to maintain a suit for wrongful death, bodily and/or personal injury to person, damage to property, and/or any other claim(s) whatsoever pursuant to the provisions of this Agreement.

Section 15 - Notice

The State of New Mexico Procurement Code, Sections 13-1-1 et. seq. NMSA 1978, imposes civil and misdemeanor criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.

Section 16 - Equal Opportunity Compliance

MRCOG agrees to abide by all Federal and State laws, rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws, rules and regulations, and executive orders of the Governor of the State of New Mexico, MRCOG agrees to assure that no person in the United States shall on the grounds of race, color, religion, national origin, sex, sexual preference, sexual orientation, age, or disability, be excluded from employment with, or participation in, be denied the benefits of, or be otherwise subjected to discrimination under, any program or activity performed under this Agreement. If MRCOG is found to be not in compliance with these requirements during the life of this Agreement, MRCOG agrees to take appropriate steps to correct these deficiencies.

Sections 17 - Force Majeure

A Party shall be excused from the performance under this Agreement for any period that the Party is prevented from performing as a result of an act of God, strike, war, civil disturbance, epidemic, or court order, provided that the Party has prudently and promptly acted to take any and all steps that are within the Party's control to ensure performance. Subject to this provision, such nonperformance shall not be deemed a default or a ground for termination.

Section 18 - Severability

It is hereby declared to be the intention of the Parties that the articles, sections, subsections, paragraphs, sentences, clauses, and phrases of this Agreement are severable, and if any phrase, clause, sentence, paragraph, section, subsection, or article of this Agreement shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining part of this Agreement.

Section 19 - Conflict Resolution

In the event of disagreement between the Parties with respect to the duties or processes of metropolitan transportation planning, it is agreed that the Parties will resolve any disagreements at the lowest possible level. If a disagreement cannot be resolved at the lowest possible level, the Conflict Resolution hierarchy in the following table will be followed. If other agencies are involved, personnel from equivalent organizational levels will be included in the conflict resolution process.

Level 1 Party to Party

The Parties to the disagreement agree to discuss the issue(s) and attempt to resolve the disagreement.

Level 2 Technical Committee

The Parties to the disagreement agree to elevate the issue(s) and attempt to resolve the disagreement at the appropriate technical committee at the next scheduled meeting.

Level 3 Metropolitan Transportation Board

The Parties to the disagreement agree to discuss the issue(s) and attempt to resolve the disagreement at the next scheduled meeting.

Level 4 Parties' Governing Bodies

The issue(s) shall be discussed between the affected Parties' governing bodies.

Mediation and facilitation may be used at any level to help expedite resolution of the disagreement(s).

Section 20 - Effectiveness of this Agreement

The quadrennial certification review required under 23 CFR 450.334 shall be utilized to assess the effectiveness of this Agreement.

Section 21 - Amendment

This Agreement shall not be altered, modified, or amended except as noted herein.

This Agreement may be supplemented, renegotiated or amended to meet changing conditions as recommended by the Metropolitan Transportation Board. This may include, but not be limited to the following:

- A. The passage of a new federal transportation bill that includes new or significantly revised requirements for metropolitan planning.
- B. A request for redesignation of the metropolitan planning organization in accordance with 23 CFR 450.310(g), (h), (k) and (l).
- C. Findings of Corrective Actions or Recommendations from a federal Certification Review.

Amendments to this Agreement must be approved by an affirmative vote by three-fourths ($\frac{3}{4}$) of the full voting members of the MTB.

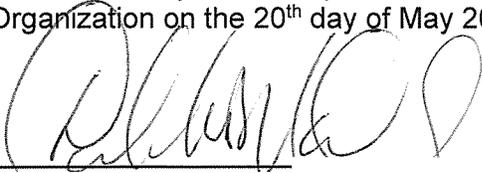
Section 22 - Disposition of Assets Upon Dissolution

The Parties agree that if the Mid-Region Council of Governments is dissolved or, for whatever reason otherwise ceases to exist, or no longer functions as the metropolitan planning organization, any remaining funds and equipment associated with the MPO will be disposed of

as follows:

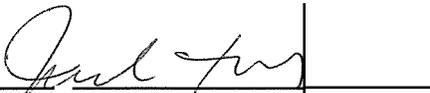
- A. Any remaining funds collected by MRCOG for MPO functions will be returned to the Parties in proportion to their contribution;
- B. Any remaining equipment purchased with contributed funds will be distributed to contributing Parties in proportion to the contribution made; and
- C. Any remaining equipment and office furniture will remain the property of MRCOG.

APPROVED by the Metropolitan Transportation Board of the Mid-Region Metropolitan Planning Organization on the 20th day of May 2016.



Debbie O'Malley
Chairperson, Metropolitan Transportation Board

APPROVED by the Board of Directors of the Mid-Region Council of Governments of New Mexico on the 9th day of June 2016.



Steven Anaya
Chair

Dewey Cave

Executive Secretary, Metropolitan Transportation Board
Executive Director, Mid-Region Council of Governments

APPENDIX D - Commonly Used Acronyms

AMPA - Albuquerque Metropolitan Planning Area

ATC - Active Transportation Committee

BIL - Bipartisan Infrastructure Law

CFR - Code of Federal Regulations

CMP - Congestion Management Process

FTA - Federal Transit Administration

GIS - Geographic Information Systems

IJA - Infrastructure Investment and
Jobs Act

ITS - Intelligent Transportation Systems

LUTI - Land Use and Transportation Integration

MPO - Metropolitan Planning Organization

MRCOG - Mid-Region Council of Governments

MRMPO - Mid Region Metropolitan Planning Organization

MTB - Metropolitan Transportation Board

MTP - Metropolitan Transportation Plan

NMDOT - New Mexico Department of Transportation

PSP - Project Selection Process

RAC - Roadway Access Committee

STP - Surface Transportation Program

TCC - Transportation Coordinating Committee

TCTC - Transportation Conformity Technical Committee

TIP - Transportation Improvement Program

TPTG - Transportation Program Technical Group

UA - Urbanized Area

UPWP - Unified Planning Work Program

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Mid-Region Metropolitan Planning Organization of the Mid-Region Council of Governments fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form, please contact the MRCOG Title VI Coordinator at (505) 247-1750-telephone; (505) 247-1753-fax; email mrcog@mrcog-nm.gov; or visit our website at www.mrcog-nm.gov.



Mid-Region Metropolitan Planning Organization

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