

**Mid-Region Council of Governments**  
**MID- REGION RURAL TRANSPORTATION PLANNING ORGANIZATION (MRRTPO)**  
**FFY 2013/2014 ANNUAL WORK PROGRAM**  
**ANNUAL REPORT**  
**October 1, 2013 – September 30, 2013**

**Quarter One: October 1, 2013-December 31, 2013**

**Quarter Two: January 1, 2014 – March 30, 2014**

**Quarter Three: April 1, 2014 – June 30, 2014**

**Quarter Four: July 1, 2014 – September 30, 2014**

**RED TEXT = No Specific Quarter**

The following are functions and task orders that the Mid-Region Council of Governments (MRCOG) will complete in fulfillment of the contract for management of the Mid-Region Rural Transportation Planning Organization (RTPO) for Federal Fiscal Year (FFY) October 1, 2013, through September 30, 2014.

**Function 1. RTPO Self-Certification** – Federal regulations (23 CFR 450.218) require the New Mexico Department of Transportation (NMDOT) to complete a self-certification process indicating that the statewide transportation planning process is being carried out in accordance with all applicable federal laws and regulations. Since RTPO planning is an integral part of the Department's process, the Mid-Region Council of Governments shall submit an annual self-certification indicating that the Functions and Tasks in this Annual Work Program have been substantially completed as indicated. The self-certification document is appended to this Annual Work Program (AWP) and is due July 15, 2013, with the RTPO's AWP and Budget.

The annual self-certification for the Mid-Region RTPO was completed during the Fifth Quarter of SFY 2012/2013 and was submitted to the NMDOT GTG unit along with the Annual Work Program and budget for FFY 2013/2014.

- **July 2014** - The AWP for FFY15/16 was submitted to NMDOT.

**Function 2. Work Program and Reporting – Submit reports consistent with NMDOT timelines and standard format to the NMDOT Government-to-Government Unit**

Task 2.1 Submit an Annual Report for FFY 2012/2013 to the NMDOT Government to Government (GTG) Programs Unit by November 25, 2013. This report should be reviewed and accepted by the RTPO Technical Advisory Committee prior to submittal.

- **October 22, 2013** - The SFY/FFY 2012/2013 Mid-Region RTPO Annual Report was developed and submitted to the NMDOT. The Report was provided to the Mid-Region RTPO at their next regularly scheduled meeting held in December 2013.

Task 2.2 Review with GTG and submit an approved AWP for FFY 2013/2014 by July 15, 2013. MRCOG should provide RTPO members with an opportunity to review the draft AWP and provide recommendations for activities and projects they consider significant to the region.

- **June 2014** - The AWP for FFY15/16 was reviewed by the MRRTPO Committee before submittal.

Task 2.3 Submit Quarterly Reports describing in detail the work accomplished by the RTPO during each previous quarter. The reports shall be due to NMDOT by the 25<sup>th</sup> day of the month following the end of each quarter and shall be included as an informational item on the next RTPO Committee agenda.

- **October 2014** – MRRTPO submitted both the quarterly report and annual report for FFY/SFY 12/13.
- **January 24, 2014** – Quarterly Report 1 for October 1, 2013 – December 31, 2013, was sent to Jessica Griffin (NMDOT).
- **February 13, 2014** – Quarterly Report 1 was included as an information item on the MRRTPO Committee agenda.
- **April 24, 2014** – Quarterly Report 2 for January 1, 2014 – March 31, 2014, was sent to Jason Coffey (NMDOT).
- **June 12, 2014** – Quarterly Report 2 was included as an information item on the MRRTPO Committee agenda.
- **July 16, 2014** – Quarterly Report 3 for April 1, 2014 – June 30, 2014, was sent to Jason Coffey (NMDOT).
- **August 14, 2014** – Quarterly Report 3 was included as an information item on the MRRTPO Committee agenda.
- **October 24, 2014** – Quarterly Report 4 for July 1, 2014 – September 30, 2014, was sent to Jason Coffey (NMDOT). It will be an informational item on the next MRRTPO Committee meeting, which will be in December 2014.

Task 2.4 Participate in GTG Desk Audit of the New Mexico RPO program.

- **May 2, 2014** – MRRTPO staff participated in the Quality Assurance Review with Jessica Griffin and Jason Coffey from NMDOT. Based on this meeting, MRRTPO made updates to the MRRTPO website such as including meeting minutes for the last two years of MRRTPO Committee meetings.
- **August 2014** - Additionally, at this meeting it was identified that MRCOG needed to have sexual harassment training, which MRRTPO staff participated in during this quarter.

### **Function 3. Budget – Develop and manage the RTPO program budget**

Task 3.1 Submit an annual budget as part of the AWP. Per the requirements of federal OMB Circular A-87, if the budget contains any Indirect Costs, MRCOG shall attach to the AWP a copy of its most recently approved Indirect Cost Allocation Plan.

- **March 12, 2014** – An updated annual budget for the MRRTPPO was submitted to NMDOT.
- **April 24, 2014** - The most recent Indirect Cost Allocation Plan was included as an attachment in Quarterly Report 2.

Task 3.2 Submit invoices to GTG concurrent with submittal of Quarterly Reports (See Task 2.3).

- **October 22, 2014** – An invoice for the fifth quarter of FFY/SFY 2012-2013 with the Quarterly Report.
- **January 24, 2014** - An invoice for the first quarter was submitted with Quarterly Report 1.
- **April 24, 2014** – An invoice for the second quarter was submitted with Quarterly Report 2.
- **July 11, 2014** – An invoice for the third quarter was submitted with Quarterly Report 3.
- **October 24, 2014** – An invoice for the fourth quarter was submitted with Quarterly Report 4.

Task 3.3 Implement and monitor program expenditures in relation to the annual budget. Inform GTG of adjustments to any line items when such adjustments increase or decrease the line item by at least 10% or for any single expenditure totaling \$500.00 or more.

- **October 10, 2013** – At this MRRTPPO Committee meeting, the committee ranked/rated the FTA applications. Since each application is more than a minimum of 100 pages and there were five applications, so the printing costs exceeded \$500.
- **May 2014** - MRRTPPO purchased a new computer with the capacity to conduct Geographic Information Systems (GIS), adobe graphic functions and other necessary tools to conduct planning processes as outlined in 23 CFR 450.300. Specifically, this computer will enable MRRTPPO to meet requirements in the planning process outlined in 23 CFR 450.306. Additionally, the computer would support any activities under 23 CFR 450.318 should the MRRTPPO need to participate. Importantly, the computer will support the development and content creation of the regional transportation plan under 23 CFR.450.322 and carry out all the functions outlined in this regional work program.
- **July 20-23, 2014** – Valerie Hermanson attended the Transportation Research Board (TRB) Tools of the Trade in Transportation Planning Conference in Burlington, VT. This served as an opportunity for professional development. It also provided assistance and training to improve coordination and outreach to member/non-member agencies and stakeholders. Additionally, this conference provided technical support to facilitate opportunities for skill development for member governments (Attachment A).

## **Function 4. RTPO Management – Manage the RTPO as an Interactive Forum**

Task 4.1 Organize and facilitate all meetings of the RTPO.

- **October 10, 2013** - MRRTPO organized and facilitated the MRRTPO Committee meeting.
- **December 12, 2013** - MRRTPO organized and facilitated the MRRTPO Committee meeting.
- **February 13, 2014** – MRRTPO organized and facilitated the MRRTPO Committee.
- **April 24, 2014** – MRRTPO organized and facilitated the MRRTPO Committee meeting.
- **June 12, 2014** – MRRTPO organized and facilitated the MRRTPO Committee meeting, member orientation and training.
- **June 24, 2014** – MRRTPO coordinated with NMDOT to have the second Regional Working Group Meeting.
- **August 14, 2014** – MRRTPO organized and facilitated the MRRTPO Committee meeting, member orientation and training.
- **September 2014** – MRRTPO coordinated with NMDOT to schedule the third Regional Working Group Meeting.

4.1.1 Document the RTPO's public participation process including, but not limited to, procedures the RTPO uses to comply with the New Mexico Open Meetings Act [NMSA 1978, Sections 10-51-1, *et. seq.*] and 23 CFR 450.

- **Online as of January 1, 2014** – MRRTPO Committee meeting dates and times for 2014 were posted on the MRCOG website.
- **Attendance of all meetings is tracked through a sign-in sheet. Public attendees and members are asked to sign in at each meeting.**
- **October 2013** – The October 10, 2013, RTPO Committee legal ad ran in the Albuquerque Journal paper.
- **December 2013** – The December 12, 2013, RTPO Committee legal ad ran in the Albuquerque Journal paper.
- **February 4, 2014** – The February 13, 2014, RTPO Committee legal ad ran in the Albuquerque Journal paper.
- **April 4, 2014** – The April 24, 2014, RTPO Committee legal ad ran in the Albuquerque Journal paper.
- **May 28, 2014** – The June 12, 2014, RTPO Committee legal ad ran in the Albuquerque Journal paper.
- **August 1, 2014** – The August 14, 2014, RTPO Committee legal ad ran in the Albuquerque Journal paper.
- **September 28, 2014** – The October 9, 2014, RTPO Committee legal ad ran in the Albuquerque Journal paper.
- **Online as of September 2014** – MRRTPO Committee meeting dates and times for 2015 were posted on the MRCOG website.

4.1.2 Per the New Mexico Open Meetings Act and 23 CFR 450.210, provide public notice (including publication of ads in the Albuquerque Journal) for all official RTPO Committee meetings.

- **Online as of January 1, 2014** – MRRTPO Committee meeting dates and times for 2014 were posted on the MRCOG website.
- **October 2013** – The October 10, 2013, RTPO Committee legal ad ran in the Albuquerque Journal paper.
- **December 2013** – The December 12, 2013, RTPO Committee legal ad ran in the Albuquerque Journal paper.
- **February 4, 2014** – The February 13, 2014, RTPO Committee legal ad ran in the Albuquerque Journal paper.
- **April 4, 2014** – The April 24, 2014, RTPO Committee legal ad ran in the Albuquerque Journal paper.
- **May 28, 2014** – The June 12, 2014, RTPO Committee legal ad ran in the Albuquerque Journal paper.
- **August 1, 2014** – The August 14, 2014, RTPO Committee legal ad ran in the Albuquerque Journal paper.
- **September 28, 2014** – The October 9, 2014, RTPO Committee legal ad ran in the Albuquerque Journal paper.

4.1.3 Provide RTPO Committee members, the appropriate NMDOT District Engineers, and GTG with meeting agendas and information packets no later than seven (7) calendar days in advance of RTPO Committee meetings.

- **September 30, 2013** – Agendas and information packets were sent for the October 10, 2013 meeting.
- **December 2, 2014** – Agendas and information packets were sent for the December 12, 2013 meeting.
- **February 6, 2014** - Agendas and information packets were sent for the February 13, 2014, MRRTPO Committee meeting.
- **April 16, 2014** - Agendas and information packets were sent for the April 24, 2014, MRRTPO Committee meeting.
- **June 5, 2014** – Agendas and information packets were sent for the June 12, 2014, MRRTPO Committee meeting.
- **August 7, 2014** - Agendas and information packets were sent for the August 14, 2014, MRRTPO Committee meeting.

Task 4.2 Manage the membership of the RTPO.

4.2.1 At least annually, provide all eligible member entities, as identified in MAP-21 and by the RTPO Committee Bylaws, with the opportunity to appoint or confirm a representative and alternates to the RTPO Committee.

- MRRTPO visited with eligible member entities this quarter to either appoint or confirm a representative and alternate to the MRRTPO Committee. Since elections occurred in the second quarter, these activities will continue the third quarter.
- MRRTPO visited with eligible member entities this quarter to confirm participation from Cuba and Apache Nation to participate in the MRRTPO Committee.
- **June 2014** – MRRTPO sent letters to eligible member entities to newly appoint representatives and alternates to the MRRTPO Committee.
- MRRTPO visited with eligible member entities this quarter to confirm participation from Mountainair, Jemez Pueblo and Jemez Springs to participate in the MRRTPO Committee

4.2.2 Keep, and update as needed, a list of RTPO Committee members and contact information, and provide a copy of the list to GTG, member entities, and other regular participants.

- The MRRTPO Committee member listing and contact information is continuously updated and posted on the MRRTPO website. Attached please find the most recent MRRTPO Committee member listing (Attachment B).

#### Task 4.3 Coordinate with other agencies.

4.3.1 Coordinate the RTPO's planning program with other RTPOs and any MPOs or other agencies impacted by activities contained in the AWP.

- The Functional Classification activities described under Task 8.1 have been and continue to be closely coordinated with the Mid-Region MPO staff.
- Coordination with the Mid-Region MPO and Rio Metro RTD staff and activities are ongoing and include RTPO staff attendance of MPO and RTD meetings as appropriate.
- **January 7, 2014** – MRRTPO staff attend the TCC meeting of the MPO, which had updates from NMDOT about timelines changes regarding certifications. Coordination with the Mid-Region MPO and Rio Metro RTD staff and activities are ongoing and include MRRTPO staff attendance of MPO and RTD meetings as appropriate.
- **February 2014** – MRRTPO staff coordinated with MRMPO to ensure that a representative from one or both entities was on each SLRP Working Group.
- **February 18, 2014** – MRRTPO staff participated in the Functional Classification webinar hosted by Cambridge Systematics and NMDOT. The Functional Classification activities described under Task 8.1 have been and continue to be closely coordinated with the Mid-Region MPO staff.
- **March 21, 2014** – MRRTPO coordinated with Northwest New Mexico RTPO, Southwest New Mexico RTPO and NMDOT District 6 for the District 6 Zipper meeting.
- **May 14, 2014** – MRRTPO staff participated in the Functional Classification webinar hosted by Cambridge Systematics and NMDOT. The Functional

Classification activities described under Task 8.1 have been and continue to be closely coordinated with the Mid-Region MPO staff.

- **May 2014** – MRRTPO coordinated with Northern Pueblos Economic Development District and NMDOT to conduct a survey gathering feedback from state RTPOs about their Transportation Alternatives Program (TAP) process. The summary of that survey can be found in Attachment C.
- **August 27-28, 2014** – MRRTPO staff participated in the New Mexico Municipal League conference with the other RTPOs. All New Mexico RTPOs shared the cost of having a booth at this conference and also shared staffing responsibilities.
- **August 2014** – MRRTPO coordinated with all the New Mexico RTPOs to gather and synthesize comments about the Notice of Proposed Rulemaking. MRRTPO drafted the comments and submitted them to the federal level Department of Transportation (Attachment D).
- **August 2014** – MRRTPO coordinated with MRMPPO to develop a Transportation Alternatives Program (TAP) schedule for the MRRTPO.
- **September 10, 2014** – MRRTPO staff attended the NewMARC meeting in Clovis, which discussed the RTPO boundaries.

4.3.2 Actively participate with NMDOT and other RTPOs in quarterly RTPO Roundtables and special meetings, as needed.

- **October 2013** - MRRTPO staff coordinated with NMDOT for the RTPO Quarterly Roundtable held in Albuquerque on October 21, 2013. NMDOT invited different speakers to present to RTPO planners in a morning session and the RTPO Quarterly Roundtable was held in the afternoon.
- **October 23, 2013** – MRRTPO staff participated in the NewMARC meeting where the other RTPOs were present.
- **January 27, 2014** – MRRTPO staff attended the NM Idea Economic Development Annual Meeting on January 27, 2014, in Santa Fe, NM. Presentations by the NM Economic Development Department regarding included the Main Street program and pending legislation.
- **January 29, 2014** – MRRTPO staff participated in the NewMARC meeting where the other RTPOs were present.
- **February 6, 2014** – MRRTPO staff worked with NMDOT to review and clarify changes and expectations with the PPM.
- **March 10/11, 2014** - MRRTPO staff coordinated with Eric Ghahate of the North Central New Mexico Economic Development District/Council of Governments for the RTPO Quarterly Roundtable, which was held in Albuquerque at MRCOG's offices. This event was also coordinated with NMDOT to review the PPM and upcoming changes to the Annual Work Program and time tracking.
- **April 9, 2014** – MRRTPO staff participated in the NewMARC meeting where other RTPOs were present.
- **April 17, 2014** – MRRTPO staff attended the NM State Transportation Commission Meeting.

- **May 12, 2014** – MRRTPO staff participated in NMDOT TAP meeting for the next fiscal year call for TAP projects.
- **May 2014** - MRRTPO staff coordinated with Mary Ann Burr from the Southeast RTPO to add agenda items for the next RTPO Quarterly Roundtable to be held early in the next quarter.
- **July 1, 2014** – MRRTPO staff participated in the RTPO quarterly roundtable in Roswell, NM.
- **July 17, 2014** – MRRTPO staff attended the NMDOT Visitor and Recreation SLRP working group meeting.
- **August 27-28, 2014** – MRRTPO staff participated with the other New Mexico RTPOs to staff the RTPO booth at the New Mexico Municipal League conference in Albuquerque, NM.
- **September 9, 2014** – MRRTPO staff participated in the SLRP coordinating committee meeting and the cooperative roundtable meeting
- **September 10, 2014** – MRRTPO staff participated in the NewMARC meeting where the other NM RTPOs were present.
- **September 30, 2014** – MRRTPO staff participated in the NMDOT Freight Workshop in Albuquerque.
- **September 2014** - MRRTPO staff coordinated with Angela Rael from the South Central RTPO for the next RTPO Quarterly Roundtable to be held in October.

#### Task 4.4 Outreach to stakeholders.

4.4.1 Engage in outreach activities and provide citizens and other transportation stakeholders with reasonable opportunities to participate in RTPO processes per 23 CFR 450.

- **October- December 2013** – MRRTPO staff provided staff support to the Salt Missions Trail Scenic Byway. The Salt Missions Trail Scenic Byway support includes regular updates to the SMT Facebook page and the Salt Missions Trail blog post with events along the Byway.
- **October 30, 2013** – MRRTPO staff participated in a meeting with the New Mexico Rails-to-Trails group to learn more about the project.
- **November 28, 2013** – MRRTPO staff participated in and coordinated a meeting between the New Mexico Rails-to-Trails group and NMDOT District 5 to discuss the project's potential further.
- **December 2013** - MRRTPO staff developed an e-newsletter to send to the RTPO Committee to keep them informed of MRRTPO activities. The first newsletter will be sent to members early in the next quarter.
- **December 2013** - MRRTPO staff developed a survey to identify strategies to gain more participation from the RTPO Committee members and to improve meetings. The survey will be sent to members early in the next quarter.
- **December 2013** - MRRTPO staff started working to identify strategies to improve website information and access for the general public and members.

- **January 3, 2014** – MRRTPO staff developed and sent out the first issue of its bi-monthly newsletter to keep MRRTPO Committee members more informed (Attachment E).
- **January 28, 2014** – MRRTPO provided staff support to the Salt Missions Trail Scenic Byway Committee meeting.
- **February 24, 2014** – MRRTPO spoke with the Pueblo of Jemez about potentially coming to speak to them about different RTPO opportunities and participating in the Committee.
- **March 4, 2014** – MRRTPO staff developed and sent out the second issue of its bi-monthly newsletter to keep MRRTPO Committee members more informed (Attachment F).
- **March 25, 2014** – MRRTPO provided staff support to the Salt Missions Trail Scenic Byway Committee meeting.
- **March 27, 2014** – MRRTPO staff met with the new mayor of Cuba, Mark Hatzenbuehler. Staff explained about local planning assistance and the RTPO. The Mayor designated two people to serve on the RTPO Committee.
- **March 27, 2014** – MRRTPO staff participated in the New Mexico Complete Streets meeting to serve as a regional/rural representative.
- Additionally, throughout this quarter, MRRTPO communicated with member entities about participation in the 2040 Statewide Long Range Transportation Plan (SLRP) and the Regional Transportation Plan. See Attachment F for a listing of all those asked to participate in MRRTPO's regional working group.
- MRRTPO also updated its website throughout this quarter to reflect information about the MRRTPO Committee Meetings, SLRP, RTP, HSIP funding, NMDOT's Public Participation Plan and other items.
- MRRTPO staff support to the Salt Missions Trail Scenic Byway also includes regular updates to the Salt Missions Trail Scenic Byway Facebook, blog and twitter account about events going on along the Byway.
- **April 23, 2014** – MRRTPO staff presented to the Torrance County Commission about the Salt Missions Trail Scenic Byway and to introduce Valerie Hermanson as the new RTPO planner.
- **April 24, 2014** – MRRTPO staff participated in the New Mexico Complete Streets meeting to serve as a regional/rural representative.
- **May 8, 2014** – MRRTPO staff developed and sent its third issue of its bi-monthly newsletter to keep MRRTPO Committee members more informed (Attachment G).
- **May 14, 2014** – MRRTPO staff presented to the Moriarty City Council about the Salt Missions Trail Scenic Byway and to introduce Valerie Hermanson as the new RTPO planner.
- **May 22, 2014** - MRRTPO staff participated in the New Mexico Complete Streets meeting to serve as a regional/rural representative.
- **June 26, 2014** - MRRTPO staff participated in the New Mexico Complete Streets meeting to serve as a regional/rural representative. MRRTPO also coordinated with the group to have a presentation about rural Complete Streets at the next MRRTPO Committee meeting in August.
- Additionally, throughout this quarter, MRRTPO communicated with member entities about participation in the 2040 Statewide Long Range Transportation Plan (SLRP) and the Regional Transportation Plan.

- MRRTPO also updated its website throughout this quarter to reflect information about:
  - MRRTPO Committee Meetings from the last two years
  - MRRTPO Committee Meeting notes from the last two years
    - MRRTPO Committee Meeting Bylaws
    - MRRTPO Committee Roster
    - SLRP
    - RTP
    - HSIP funding
- MRRTPO staff support to the Salt Missions Trail Scenic Byway also includes regular updates to the Salt Missions Trail Scenic Byway Facebook, blog and twitter account about events going on along the Byway.
- **July 8, 2014** – MRRTPO staff developed and sent its bi-monthly newsletter to keep MRRTPO Committee members more informed (Attachment H).
- **July 14, 2014** – MRRTPO staff, Jason Coffey (NMDOT) and David Quintana (NMDOT) met with the Town of Edgewood to discuss a potential project for the HSIP funding.
- **July 24, 2014** – MRRTPO staff participated in the New Mexico Complete Streets meeting to serve as a regional/rural representative.
- **August 6, 2014** – MRRTPO staff presented about the SLRP and solicited public comments from the Torrance County Health Coalition.
- **August 6, 2014** – MRRTPO staff presented about the SLRP and solicited public comments from the Sandoval County Health Coalition.
- **August 13, 2014** – MRRTPO staffed a booth at the Torrance County Fair to solicit feedback from the public about the SLRP.
- **August 28, 2014** - MRRTPO staff participated in the New Mexico Complete Streets meeting to serve as a regional/rural representative.
- **September 4, 2014** – MRRTPO staff developed and sent its bi-monthly newsletter to keep MRRTPO Committee members more informed (Attachment I).
- Additionally, throughout this quarter, MRRTPO communicated with member entities about participation in the 2040 Statewide Long Range Transportation Plan (SLRP) and the Regional Transportation Plan and worked toward being added to existing group agendas to present about each and solicit public input.
- MRRTPO staff supports the Salt Missions Trail Scenic Byway also includes regular updates to the Salt Missions Trail Scenic Byway Facebook, blog and twitter account about events going on along the Byway.

4.4.2 In conjunction with the RTPO members and NMDOT liaison to the RTPO, develop a list of entities to whom RTPO staff expect to present information during the coming year regarding RTPO planning processes and the importance of being actively involved. In determining who to target, the highest consideration should be given to newly elected officials, potential member governments, requests from entities, and entities to whom RTPO staff have not presented in two or more years.

- **March 27, 2014** – MRRTPO staff visited with the newly elected Mayor Hatzenbuhler of the Village of Cuba. MRRTPO staff oriented the new mayor

about the role of the MRCOG and presented about the functions of the RTPO and the RTPO Committee. The Mayor designed a member and an alternate member from the Village of Cuba to serve on the RTPO Committee.

- MRRTPO staff identified communities with newly elected officials and reached out to staff to start dialogue and determine appropriate times for meetings. These meetings are anticipated in the coming quarter. MRRTPO anticipates meeting with new leadership in Estancia and Cuba.
- **June 2014** – MRRTPO staff communicated with Jemez Springs newly elected Mayor to set up a time for MRRTPO staff to visit with city staff and appoint representatives to the MRRTPO Committee.
- **June 2014** – MRRTPO staff communicated with the Pueblo of Jemez Springs and secured both a member and alternate from the community to serve on the MRRTPO board.
- **June 2014** – MRRTPO staff communicated with Mountainair and secured both a member and alternate from the community to serve on the MRRTPO board.

**Function 5. Technical Support – Provide technical support to and facilitate opportunities for skill development for governments in the RTPO region**

Task 5.1 Facilitate training and development for RTPO communities.

5.1.1 Assist NMDOT with the Local Technical Assistance Program (LTAP) by informing member entities of LTAP and other training opportunities and encouraging participation.

During FFY 2013/2014, Mid-Region RTPO staff provided information to the Mid-Region RTPO distribution list regarding:

- MRRTPO informed MRRTPO members about the Cradle to Grave Training on numerous occasions via email and announcements at meetings. Please See task 5.3 for the titles of related emails sent to the MRRTPO distribution list.

5.1.2 Assist members to identify technical training needs and work with GTG, LTAP, or other entities to meet those needs.

- **January 3, 2014** – MRRTPO developed a survey to send to Committee members. The survey asks members to identify areas of interest for training. It was sent with the first edition of the e-newsletter (Attachment J).
- **January 13, 2014** – MRRTPO sent this same survey out via email to the MRRTPO Committee (Attachment J).
- MRRTPO staff sent emails about different training opportunities to member entities throughout the year. Specific email subjects are listed in section 5.3.

Task 5.2 Provide data and technical support to RTPO members for transportation planning, project identification and project development.

- **October 15, 2014** – MRRTPO staff participated in the Salt Missions Trail Scenic Byway Committee meeting. This meeting included identifying potential events and programming to promote the Byway.
- **October 30, 2013** – MRRTPO staff participated in a meeting with the New Mexico Rails-to-Trails group to learn more about the project.

- **November 28, 2013** – MRRTPO staff participated in and coordinated a meeting between the New Mexico Rails-to-Trails group and NMDOT District 5 to discuss the project's potential further.
- **October – December 2013** - MRRTPO staff worked with NMDOT Districts 3 and 5 to develop an approved map of Salt Missions Trail signage locations. This also included meeting with Santa Fe County, Bernalillo County and the Village of Tijeras to identify funding sources to purchase signs.
- **January 13, 2014** – MRRTPO staff attended the Village of Tijeras Town Council meeting to present about the SMT signage project and potential donation of funds to purchase signs.
- **January 28, 2014** – MRRTPO staff worked with the Salt Missions Trail Scenic Byway Committee to brainstorm ideas to promote the Byway.
- **February 19, 2014** – MRRTPO staff attended the Town of Edgewood Council meeting to present about the SMT signage project and the Council approved contributing funding to support the signage project.
- **March 2014** – Step Into Cuba is interested in aiding the town of Cuba to apply for HSIP funding and has potential project ideas. MRRTPO committed to mentioning this information when meeting with the Mayor of Cuba.
- **March 27, 2014** – MRRTPO staff spoke with Mayor Hatzenbuhler about the NMHSIP funding opportunities and that Step Into Cuba would like to be a partner in applying for funds.
- **April-June, 2014** – MRRTPO staff worked with the Salt Missions Trail Scenic Byway Committee to brainstorm ideas to promote the Byway.
- **April 23, 2014** – MRRTPO staff attended the Torrance County Commission meeting to present about the SMT signage project and the Commission approved contributing funding to support the signage project.
- **April 24, 2014** – MRRTPO had Steve Eagan, HSIP Manager, present to the MRRTPO Committee about how to apply for HSIP funding and appropriate project ideas.
- **May 2014** – MRRTPO staff coordinated with Bernalillo County about the Salt Missions Trail Scenic Byway sign project and secured funding from them to purchase signs.
- **June 12, 2014** – MRRTPO conducted a member orientation and training about NMDOT funding and ways to apply for the funding. This orientation also involved an overview of the project development process.
- **June 2014** – MRRTPO staff coordinated with Jemez Springs to meeting in the following quarter and provided the new Mayor with information about NM HSIP funding.
- **June 24, 2014** – MRRTPO staff coordinated with the Town of Edgewood staff to submit a NM HSIP project. Items related to this task are anticipated to continue into the next quarter.
- **July-September 2014** – MRRTPO staff worked with the Salt Missions Trail Scenic Byway Committee to brainstorm ideas to promote the Byway.
- **July 14, 2014** – MRRTPO staff, Jason Coffey (NMDOT) and David Quintana (NMDOT) met with the Town of Edgewood to discuss a potential project for the HSIP funding.

- **August 9, 2014** – MRRTPO conducted a training about NMDOT Project Feasibility Form (PFF) and had Sharon Hausam (Pueblo of Laguna) and Denise Weston (NM Complete Streets Coalition) presented about Complete Streets to spark interested and ideas for projects for the upcoming call for TAP and Recreational Trails Program projects.

Task 5.3 Provide information to members about funding opportunities, and assist members to identify projects that may be eligible for transportation funding from federal or other sources.

**MRRTPO staff provided information to the RTPO distribution list regarding:**

- 2014 Environmental Justice Collaborative Problem-Solving Agreement Program call for applications from the USEPA
- \$130 Million in Technical Assistance Funding available for State, Local and Tribal Governments.
- Freight Movement in Local Communities: Getting the Beer to the Bar
- Leaky Pipes
- Parking Reform Made Easy: How to Make Smarter Parking Requirements
- 141050 Introduction to Federal-Aid Right of Way Requirements for Local Public Agencies
- National Alternative Contracting Methods Webinar
- ADA Facilities Training 139008 Freight and Land Use Workshop
- New NMDOT Planning and Procedures Manual for review
- NMDOT Planning and Procedures Manual Errata Sheet and Updated Timelines
- EPA Announces Request for Applications for the 2014 Environmental Justice Collaborative Problem-Solving Cooperative Agreement Program
- December 2013 – Nearly \$130 Million in Funding and Technical Assistance Available for State, Local, and Tribal Governments
- 2014 Environmental Justice Collaborative Problem-Solving Agreement Program call for applications from the USEPA
- \$130 Million in Technical Assistance Funding available for State, Local and Tribal Governments.
- 2014 LGRF Handbook
- Advance Transportation Planning through Innovation and Research - Broad Agency Announcement
- EPA Heat Island Opportunities and Updates
- PBIC News: Free Webinar on Pedestrian Safety and the Highway Safety Improvement Program
- 2014 DOT TIGER Grants announcement
- Announcement from New Mexico Highway Safety Improvement Program, Solicitation for Safety Project Applications
- New Web-based Trainings! Air Quality Training Series
- National Park Service RTCA Assistance Program
- TIMTC, USDOT TO SPONSOR WEBINAR ON DYNAMIC TRUCK ROUTING FOR MOBILITY AND PRODUCTIVITY

- [New Web-based Trainings! Air Quality Training Series](#)
- [PBIC News: Free Webinar on Pedestrian Safety and the Highway Safety Improvement Program](#)
- [EPA Heat Island Opportunities and Updates](#)
- [2014 LGRF Handbook](#)
- [Public Meeting Announcement of MRMPO Certification Review](#)
- [Draft list of livability sustainability tools online](#)
- [Free Solar workshop for local governments](#)
- [PBIC News: Walk Friendly Communities taking applications for projects](#)
- [Tribal/Local Public Agency Handbook](#)
- [T/LPA Cradle to Grave Trainings](#)
- [Registration form for T/LPA Cradle to Grave Trainings](#)
- [Walkability Guru Dan Burden presentation at MTB Meeting](#)
- [Training after MRRTPO Committee Meeting on June 12](#)
- [Draft Public Participation Plan for MRRTPO](#)
- [Draft Regional Work Program for MRRTPO](#)
- [T/LPA Cradle to Grave Trainings there's still time to register](#)
- [Message from Steve Eagan NMDOT about HSIP applications](#)
- [Request for RTCA Project Applications](#)
- [EDC Webinar: High Friction Surface Treatments](#)
- [NMDOT Statewide Plan](#)
- [EDC webinar: High Friction Surface Treatments](#)
- [Safety Projects in NMDOT District 5](#)
- [Livability and LOS: Making the Connection](#)
- [Frontier and Emerging Mainstreet Community](#)
- [Free Training: 2014 Value Engineering Final Rule Webinar](#)
- [NHTSA Webinar: Educating Young Drivers on Pedestrian and Bicycle Safety](#)
- [Off-hours pre-solicitation announcement about Hours of Delivery NOI](#)
- [Announcement - All discretionary HSIP safety project funding only available for FFY 2016, FFY 2017, or later Program Year in NM STIP](#)
- [NMLTAP FREE Workshop for Esri ArcGIS/View 10.0 September 18 - 19, 2014 at Espanola Campus of Northern New Mexico College](#)
- [FFY16/17 TAP Guide & Supporting Materials](#)
- [Building Creative Communities Conference](#)
- [Updates at MRRTPO and presentation materials from a previous RTPO Committee meeting](#)
- [Information about meetings where MRRTPO would be having public meetings and presentations.](#)
- [NM Highway Safety Improvement Program, Updated September 8, 2014 Version, FFY 2015 2016 and 2017 Safety Project or Program Application](#)
- [Updates from last RTPO Committee Meeting](#)
- [Funding and Technical Assistance Available for State, Local, and Tribal Governments](#)
- [Brownfields Area-Wide Planning Grants, Smart Growth Awards](#)
- [Upcoming Events for Long Range Transportation Plans](#)
- [Quantification of Health Benefits for Cycling and Walking: The Health Economic Assessment Tool](#)
- [2014 Civil Rights and EEO Field Procedures Manual](#)

Task 5.4 Conduct or participate in corridor studies, transportation-related subarea plans, and regional and local multi-modal and intermodal planning activities affecting RTPO governments.

- **October – December 2013** - MRRTPO staff worked with the Salt Missions Trail Scenic Byway Committee to develop potential events and programming to promote the Byway.
- **November 15, 2013** – MRRTPO staff attended the kick-off meeting with NMDOT for the Freight Working Group and intend on keeping up to date with these activities as they relate to affected RTPO governments.
- **November 2013** - MRRTPO staff also met with NMDOT about the 2040 Statewide Long Range Transportation Plan (SLRP).
- **April - June 2014** - MRRTPO staff worked with the Salt Missions Trail Scenic Byway Committee to pursue funds to purchase signs for the Byway.
- **April 15, 2014** – MRRTPO staff attended the NMDOT SLRP Meeting with State/Federal agencies to coordinate land use and transportation plans.
- **April 16, 2014** - MRRTPO staff attended the NMDOT 2040 Statewide Long Range Transportation Plan (SLRP) meeting for the Cooperative Roundtable.
- **April 24, 2014** – MRRTPO staff attended the New Mexico Complete Streets Leadership Team meeting to stay up to date about potential projects/policy and to serve as the rural/regional voice of Complete Streets.
- **May 22, 2014** - MRRTPO staff attended the New Mexico Complete Streets Leadership Team meeting to stay up to date about potential projects/policy and to serve as the rural/regional voice of Complete Streets.
- **June 24, 2014** – MRRTPO staff worked with NMDOT to host the second Regional Working Group meeting.
- **June 26, 2014** - MRRTPO staff attended the New Mexico Complete Streets Leadership Team meeting to stay up to date about potential projects/policy and to serve as the rural/regional voice of Complete Streets.
- **July - September 2014** - MRRTPO staff worked with the Salt Missions Trail Scenic Byway Committee to pursue funds to purchase signs for the Byway.
- **July 14, 2014** – MRRTPO staff, Jason Coffey (NMDOT) and David Quintana (NMDOT) met with the Town of Edgewood to discuss a potential project for the HSIP funding.
- **July 17, 2014** – MRRTPO staff attended the NMDOT SLRP Meeting for Visitor and Recreational Travel working group.
- **July 17, 2014** – MRRTPO staff attended MRMPO's Pedestrian-Bicycle Technical Advisory Group meeting to advise from the rural perspective about these transportation areas and the development of this plan.
- **July 24, 2014** – MRRTPO staff participated in the New Mexico Complete Streets meeting to serve as a regional/rural representative.
- **August 28, 2014** - MRRTPO staff participated in the New Mexico Complete Streets meeting to serve as a regional/rural representative.
- **September 2, 2014** – MRRTPO staff met with Pre-Pass to discuss Freight in the MRCOG region.
- **September 9, 2014** – MRRTPO staff participated in the SLRP coordinating committee meeting and the cooperative roundtable meeting.

- **September 18, 2014** – MRRTPO staff attended MRMPO's Pedestrian-Bicycle Technical Advisory Group meeting to advise from the rural perspective about these transportation areas and the development of this plan.
- **September 30, 2014** – MRRTPO staff participated in the NMDOT Freight Workshop in Albuquerque.
- **September 2014** - MRRTPO staff worked with NMDOT to host the third Regional Working Group meeting.

Task 5.5 Develop, update, and maintain transportation databases as a resource to assess needs and monitor project development.

- MRRTPO spoke with MRMPO about ways to track member entity projects. Work related to this task is anticipated in the next quarter to develop a system to better track projects within the MRRTPO boundary.
- MRRTPO worked with MRMPO to start tracking rural/regional member projects.

### **Function 6. Rural Transportation Improvement Program – Develop the Rural Transportation Improvement Program Recommendations (RTIPR) consistent with State Transportation Improvement Program (STIP) protocols**

Task 6.1 Establish and implement a process for RTPO members to submit and present Project Identification Forms (PIFs) to the RTPO Committee for review and prioritization. Coordinate the timeline with NMDOT District Engineers to ensure adequate time for reviewing project feasibility. Ensure that RTPO members are fully informed of the process and that pertinent forms and information are readily available to them.

No activities related to this task occurred during FFY2013/2014. The MRRTPO Committee elected to not do a request for projects for this fiscal year.

- **September 2014** - The MRRTPO Committee elected to not do a request for projects for this fiscal year. However, MRRTPO coordinated with the District Engineers to identify dates and times of their availability for Project Feasibility Form (PFF) meetings in the upcoming fiscal year.

Task 6.2 Assist RTPO members to develop PIFs and follow the appropriate process for including projects in the Mid-Region RTIPR.

- For FFY2013/2014, the MRRTPO Committee selected to not request new projects for the RTIPR. Projects already included in the previous year's RTIPR were maintained in that list. However, MRRTPO developed a process/plan for the next fiscal year to facilitate this process. MRRTPO works with member organization about the PFF process. Tasks related to this task are anticipated to occur early in the next fiscal year.

Task 6.3 During the month of March, coordinate and co-facilitate District RTIPR ("zipper") meetings with GTG, the appropriate District, and appropriate RTPOs. Notify the appropriate GTG liaison of the dates, times, and locations for these "zipper" meetings. Submit the prioritized list to GTG, the District Engineers, and the relevant RTPOs within ten days of the District prioritization meeting.

- **March 21, 2014** – The District 6 RTIPR "zipper" meeting occurred at NMDOT District 6 offices in Milan. MRRTPO staff attended this meeting.

Task 6.4 Provide assistance to RTPo member agencies for STIP amendments as needed to ensure compliance with the STIP Policies and Procedures.

There were no STIP amendments for this FFY.

Task 6.5 Facilitate reviewing, ranking and programming of the Transportation Alternatives Program (TAP) funds allocated to the Mid-Region RTPo in accordance with the state-wide TAP funding schedule established by the NMDOT Planning Section. Submit the results to the NMDOT TAP Coordinator according to the timeline established by NMDOT and FHWA.

- **March 10, 2014** – Rosa Kozub (NMDOT) sent an email that she will be convening all the RTPOs for a meeting to discuss potential future TAP programming.
- **May 12, 2014** – MRRTPo staff attended a meeting facilitated by NMDOT about the next round of TAP.
- **September 10, 2014** – MRRTPo staff developed a schedule for TAP and sent the request for projects out RTPo members. Tasks associated with this task are anticipated in the following quarter.

Task 6.6 Facilitate prioritization of Public Transportation Program applications for the Mid-Region RTPo area in response to the state-wide prioritization schedule established by NMDOT Transit and Rail Section staff, and submit the results in accordance with that schedule. Include the results in the Mid-Region RTPo RTIPR.

- **October 10, 2014** – MRRTPo staff processed the FTA Grant applications from NMDOT Transit and Rail Section. RTPo Committee meeting reviewed and scored applications. The results of the scoring were sent to the FTA on October 10, 2013.
- **September 2014** – MRRTPo staff coordinated with NMDOT Transit staff for the upcoming ranking and rating of FTA projects at the next MRRTPo Committee meeting on October 9, 2014.

Task 6.7 Facilitate RTPo review and prioritization of Safe Routes to School (SRTS) Phase 1 Planning and Phase 2 Infrastructure applications in response to projects proposed for funding through the Safe Routes to School process. Provide the results to the SRTS Coordinator, and include them in the RTPo RTIPR.

No activities related to this task were necessary during this FFY. SRTS no longer exists in transportation legislation, MAP-21.

Task 6.8 Facilitate RTPo review and prioritization of Highway Safety Improvement Program (HSIP) project applications in response to the state-wide prioritization schedule and process established by the NMDOT Safety Program Engineer. Provide the results to the Safety Program Engineer, and include them in the RTPo RTIPR.

- **February 20, 2014** - MRRTPO developed a schedule to call for projects for the NM HSIP funding. Information about this call for projects was sent to the MRRTPO Committee.
- **March 4, 2014** – MRRTPO included information about this funding opportunity in Issue 2 of the MRRTPO e-newsletter.
- **March 2014** – MRRTPO worked with Cuba and Step Into Cuba who is interested in applying for this funding opportunity.
- **Next Quarter** –MRRTPO coordinated with Steve Eagan, the Safety Project Engineer NMDOT, to present about this funding opportunity at the MRRTPO Committee meeting.
- **April 24, 2014** –MRRTPO coordinated with Steve Eagan, the Safety Project Engineer NMDOT, to present about this funding opportunity at the MRRTPO Committee meeting.
- **May 8, 2014** – MRRTPO included information about this funding opportunity in Issue 3 of the MRRTPO e-newsletter (Attachment G).
- **May 30, 2014** – MRRTPO sent updated information from Steve Eagan, NMDOT, about the HSIP funding opportunity to the MRRTPO distribution list.
- **June 12, 2014** – MRRTPO presented about this funding opportunity to the MRRTPO Committee and highly encouraged members to apply.
- **June 24, 2014** – MRRTPO staff coordinated with the Town of Edgewood staff to submit a NM HSIP project. Items related to this task are anticipated to continue into the next quarter.
- **July 8, 2014** – MRRTPO included information about this funding opportunity the MRRTPO e-newsletter (Attachment I).
- **July 14, 2014** – MRRTPO staff, Jason Coffey (NMDOT) and David Quintana (NMDOT) met with the Town of Edgewood to discuss a potential project for the HSIP funding.

- **September 4, 2014** - MRRTPO included information about this funding opportunity the MRRTPO e-newsletter (Attachment I).
- **September 15, 2014** – MRRTPO sent updated information from Steve Eagan, NMDOT, about the HSIP funding opportunity to the MRRTPO distribution list.

Task 6.9 Track the progress of transportation projects in the RTPO region regardless of funding source, and regularly inform members of their current status.

- **January 2014** – MRRTPO reached out to TAP awardees to ensure that Agreement Request Forms (ARFs) were submitted to the Design Center contact.
- **March 2014** – MRRTPO is working with MRMPO to develop a system to improve tracking of projects within MRRTPO boundaries. This is anticipated in the next quarter.
- **April 2014** – MRRTPO reached out to TAP awardees to ensure that Agreement Request Forms (ARFs) were submitted to the Design Center contact.

Task 6.10 Act as liaison between the NMDOT and local and tribal governments to resolve project issues at the request of either NMDOT or a specific local or tribal government.

**There were no project issues to resolve this FFY.**

## **Function 7. Long-Range Planning**

Task 7.1 Coordinate and participate with NMDOT staff to develop federally or state-required transportation planning products such as the State Strategic Plan, the Long Range Transportation Plan, and the NMDOT Public Involvement Plan (PIP). Provide updates to RTPO members on the status of these activities, and involve the RTPO Committee as appropriate.

- **October 2013** – MRRTPO staff reviewed the Planning and Procedures Manual and returned to NMDOT with suggested revisions. MRRTPO staff also sent this document and errata sheet to the MRRTPO distribution list for review.
- **November 2013** – MRRTPO staff coordinated with NMDOT about the upcoming planning of the 2040 Statewide Long Range Multi-modal Transportation (SLRP). Mid-Region RTPO staff will continue to coordinate with NMDOT related to this task throughout this fiscal year and the next.
- **January 9, 2014** – MRRTPO staff attended the SLRP kick-off meeting.
- **February 5, 2014** – MRRTPO staff attended the State Working Group Visitor and Tourism meeting.
- **February 7, 2014** – MRRTPO attended the State Working Group Freight meeting.

- **February 13, 2014** – MRRTPO Committee Meeting – the Committee was updated about SLRP, RTP and NMHSIP funding opportunities.
- **February 21, 2014** – MRRTPO staff attended the Economic Development State Working Group meeting.
- **March 3, 2014** – The NMDOT Public Involvement Plan was sent to the RTPO distribution list with direction to send commentary to NMDOT by April 30, 2014.
- **March 6, 2014** – Kick-Off Regional Working Group meeting for MRRTPO.
- **March 2014** – MRRTPO staff coordinated with NMDOT about the SLRP and RTP throughout the month and this coordination will continue into the next quarter.
- **April - June 2014** – MRRTPO staff coordinated with NMDOT about the SLRP and RTP throughout the month and this coordination will continue into the next quarter.
- **April 15, 2014** – MRRTPO staff attended the SLRP meeting with state / federal agencies to coordinate land use and transportation plans and obtain input on functional classification of roadways.
- **April 16, 2014** – MRRTPO staff attended the SLRP NMDOT-MPO-RTPO Cooperative Roundtable / MPO-RTPO Coordinating Committee.
- **April 22, 2014** – MRRTPO staff attended the SLRP meeting for the working group for economic development.
- **May 8, 2014** – MRRTPO included SLRP and RTP updates in its e-newsletter (Attachment F).
- **June 12, 2014** – MRRTPO coordinated with NMDOT for Claude Morelli to present to the MRRTPO Committee about the SLRP and give an update about its progress.
- **June 13, 2014** – MRRTPO forwarded an email to the MRRTPO distribution list from Claude Morelli about SLRP and RTP updates that included log in information for the New Mexico Transportation Plan website.
- **June 24, 2014** – MRRTPO staff worked with NMDOT to host the second Regional Working Group meeting as part of the SLRP and the regional transportation plan.
- **July - September 2014** – MRRTPO staff coordinated with NMDOT about the SLRP and RTP throughout the month and this coordination will continue into the next quarter.
- **July 8, 2014** – MRRTPO included SLRP and RTP updates in its e-newsletter (Attachment H).
- **July 17, 2014** – MRRTPO staff attended the SLRP meeting for Visitor and Recreation working group.
- **August 6, 2014** – MRRTPO staff presented about the SLRP and solicited public comments from the Torrance County Health Coalition.
- **August 6, 2014** – MRRTPO staff presented about the SLRP and solicited public comments from the Sandoval County Health Coalition.
- **August 13, 2014** – MRRTPO staffed a booth at the Torrance County Fair to solicit feedback from the public about the SLRP.
- **August 2014** – MRRTPO staff worked with Sandoval, southern Santa Fe County and Torrance County to identify other agendas that MRRTPO could attend and present at to solicit public feedback about both the SLRP and the RTP.

- **September 4, 2014** – MRRTPO included SLRP and RTP updates in its e-newsletter (Attachment I).
- **September 9, 2014** – MRRTPO staff attended the SLRP NMDOT-MPO-RTPO Cooperative Roundtable / MPO-RTPO Coordinating Committee.
- **September 2014** – MRRTPO staff worked with NMDOT to host the third Regional Working Group meeting as part of the SLRP and the regional transportation plan.

Task 7.2 Collaborate with NMDOT and other partners to identify and document current and future transportation needs, plans, and projects in the RTPO.

- **March 6, 2014** – Kick-Off Regional Working Group meeting for the Regional Transportation Plan for the MRRTPO region.
- **March 2014** – MRRTPO investigated a potential grant opportunity to explore multimodal transportation to federal lands. MRRTPO also investigated potential economic development and health impacts that improved transportation access could have on MRRTPO communities.
- **April 2014** – MRRTPO submitted a grant to explore multimodal transportation to federal lands. MRRTPO also investigated potential economic development and health impacts that improved transportation access could have on MRRTPO communities.
- **July 14, 2014** – MRRTPO staff, Jason Coffey (NMDOT) and David Quintana (NMDOT) met with the Town of Edgewood to discuss a potential project for the HSIP funding.
- **August 6, 2014** – MRRTPO staff presented about the SLRP and solicited public comments from the Torrance County Health Coalition.
- **August 6, 2014** – MRRTPO staff presented about the SLRP and solicited public comments from the Sandoval County Health Coalition.
- **August 13, 2014** – MRRTPO staffed a booth at the Torrance County Fair to solicit feedback from the public about the SLRP.
- **August 2014** – MRRTPO staff coordinated with Cuba, NM, about potential future plans to apply for Recreational Trails funding.

Task 7.3 Coordinate long-range regional transportation planning with other local, regional, and statewide planning initiatives such as Infrastructure Capital Improvement Plans, the STIP, legislative capital outlay priorities, local comprehensive planning, the regional *Comprehensive Economic Development Strategy*, and other relevant planning processes.

Activities related to this task are ongoing and are closely coordinated with the activities of the Mid-Region Regional Planning and Economic Development staff. Relevant staff are invited to the Regional Working Group meetings to keep informed of the status of the Regional Transportation Plan as it pertains to economic development and other planning areas.

Task 7.4 Maintain the regional long-range plan for the RTPO utilizing a format consistent with NMDOT's most current Long Range Transportation Plan.

- **January 9, 2014** – MRRTPO staff attended the SLRP kick-off meeting.
- **February 5, 2014** – MRRTPO staff attended the SWG Visitors and Tourism meeting.
- **February 7, 2014** – MRRTPO staff attended the SWG Freight meeting.
- **February 13, 2014** – MRRTPO updated the Committee about the SLRP and RTP.
- **February 21, 2014** – MRRTPO staff attended the SWG Economic Development meeting.
- **March 6, 2014** – MRRTPO staff attended the Kick-Off Regional Working Group meeting for MRRTPO.
- **April 24, 2014** – MRRTPO updated the Committee about the SLRP and RTP.
- **June 24, 2014** – The second Regional Working Group meeting was held.
- **August 9, 2014** – MRRTPO updated the Committee about the SLRP and RTP.
- **September 2014** – MRRTPO coordinated with NMDOT to schedule the third Regional Working Group meeting.

## **Function 8. Other Activities and Projects**

Task 8.1 Coordinate and participate with NMDOT staff on special studies or projects specified in the NMDOT AWP, including modifications to the Statewide roadway functional classification system in the Mid-Region RTPO area. Provide periodic updates to RTPO members on the status of the studies/projects and involve the members in this effort as appropriate.

- **October 10, 2013** - MRRTPO staff participated in meetings with its NMDOT Liaison to review and discuss the Policies and Procedures.
- **November 2013** – MRRTPO staff participated in meetings with its NMDOT Liaison to further review and discuss the Planning Procedures Manual.
- **November 5, 2013** – MRRTPO staff participated in the Functional Classification meeting held at MRCOG's offices.
- **February 7, 2014** – MRRTPO sent the draft Mid-Region functional classification to its communities for feedback.
- **February 11, 2014** – MRRTPO staff coordinate with MRMPO to upload the draft Mid-Region Functional Classification for use at the February 18 webinar.
- **February 18, 2014** – MRRTPO staff participated in the Functional Classification webinar with NMDOT.
- **April 24, 2014** – The Mid-Region RTPO Functional Classification was an agenda item for the MRRTPO Committee.
- **May 14, 2014** – MRRTPO staff participated in the Functional Classification webinar with NMDOT.

- **May 16, 2014** – MRRTPO sent David Quintana, District 5 NMDOT, the updated Functional Classification maps for District 5.
- **June 12, 2014** – MRRTPO Committee passed the Functional Classification resolution for the MRRTPO area.

Task 8.2 Coordinate and participate with the Councils of Governments (COGs) and applicable New Mexico State agency staff on legislative studies related to state-wide or RTPPO-specific transportation issues, as appropriate.

- **February 14, 2014** – MRRTPO staff participated in Transportation Day at the State Legislature with the other RTPPOs of New Mexico.
- **July-September 2014** – MRRTPO coordinated with the other New Mexico RTPPOs to write comments to submit for the Code of Federal Regulations' proposed rules for Metropolitan and Regional Transportation Planning Organizations (Attachment D).

Task 8.3 Provide assistance to local governments interested in pursuing regional transportation system development and coordination activities.

No activity related to this task occurred during this FFY, however discussions about regional trail planning in Torrance County occurred and is anticipated to occur in the next fiscal year.

Task 8.4 Monitor development of Federal and state laws affecting the transportation system and provide information about the contents and status to RTPPO members.

- **July-September 2014** – MRRTPO coordinated with the other New Mexico RTPPOs to write comments to submit for the Code of Federal Regulations' proposed rules for Metropolitan and Regional Transportation Planning Organizations. The comments were included as an attachment in the MRRTPO Committee meeting for October 9, 2014 (Attachment D).

Task 8.5 Participate in miscellaneous programs and special projects in the RTPPO region.

- Throughout this fiscal year, MRRTPO staff provided support to the Salt Missions Trail Scenic Byway and the New Mexico 41 Rails-to-Trails working group.



**Mid-Region Council of Governments**  
**MEMORANDUM**  
**REQUEST TO ATTEND AND REIMBURSEMENT FOR CONFERENCE**

**To:** Jason Coffey, Urban and Regional Planner, New Mexico Department of Transportation (NMDOT)

**From:** Valerie Hermanson, Regional Planner, Mid-Region Rural Transportation Planning Organization (MRRTPO)

**Date:** June 10, 2014

**Re:** Request to Attend the 2014 Transportation Research Board (TRB) Tools of the Trade Transportation Planning in Small and Medium Sized Communities, including reimbursement for conference expenses

This is a request to attend the TRB Tools of the Trade Transportation Conference in Burlington, Vermont, for the following MRRTPO staff:

- Valerie Hermanson

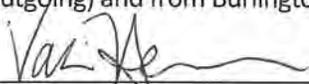
The TRB conference will be held July 20-23, 2014, at the Sheraton Convention Center in Burlington, VT. There are several sessions relevant to the work of MRCOG and especially to MRRTPO's rural communities. Communities within the MRRTPO area and outside of the urbanized Albuquerque Metropolitan Planning Area often have different needs and this conference will explore transportation planning for small and medium sized rural communities. Specifically, sessions in this conference are targeted to smaller and medium sized communities. Sessions of interest include: sustainability performance measures in rural communities, tools for collecting data, tools for prioritizing & evaluating projects in a performance-measured world and public outreach among others. Additionally, this conference will provide MRRTPO to network and build relationships with other RTPOs across the United States that may be helpful in future planning efforts and identifying transferable best practices.

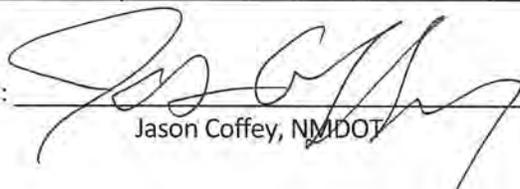
Also, the MRRTPO regional work program budget includes funds for professional development. This professional development opportunity will enable MRRTPO to improve coordination and outreach to member/non-member agencies and stakeholders. It will also enable MRRTPO to provide technical support to and facilitate opportunities for skill development for member governments based on what is learned at the conference.

**Estimated Travel Expenses**

Conference Registration	\$295 (early bird, before June 15 & after registration increases to \$350)
Hotel	\$450 + tax (\$149 per night @ 3 nights)
Flight*	\$650
Food	\$180 (\$45 per day @ 4 days)
Misc. Costs	\$100
Estimated Total	\$1,675

\*Flights from Albuquerque to Burlington cost \$850+ roundtrip. Nearby major airports include Montreal. To fly from ABQ to Montreal (outgoing) and from Burlington to ABQ (returning) significantly decreases the flight price to \$650.

Recommended by:  6.12.14  
 Valerie Hermanson, MRRTPO

Concurrence with travel request and estimated expense:  6/12/14  
 Jason Coffey, NMDOT

## DRAFT Schedule: 2014 TRB Tools of the Trade Conference

**Monday, July 21**

**7:30 - 9:00 Breakfast Buffet**

**9:00 - 12:00 Morning Workshops**

<b>A1: Sustainability Performance Measures</b>	<b>B1: Safety Planning Bootcamp</b>	<b>C1: Data Workshop</b>	<b>D1: "Transportation Policy Is Health Policy": An Interactive Workshop</b>
Coordinator: Bill Frawley	Coordinator: Dianne Kresich	Coordinator: Elaine Murakami	Coordinator: Jerry Everett
Speaker: Joe Zietsman	Speakers: Nicole Waldheim & Audrey Wennick	Speakers: Elaine Murakami, Brian McKenzie, Penelope Weinberger, Vidya Mysore, & Jasmy Methipara	Speaker: Ed Christopher

**12:00 - 1:00 Lunch**

**1:15 - 2:30 Welcome & Keynote Speaker**

**2:30 - 3:00 Break & Exhibits**

**3:00 - 5:00 Concurrent Sessions**

<b>A2: Lessons Learned on Performance-based Planning</b>	<b>B2: Toll Roads</b>	<b>C2: Modeling Travel Beyond the Metro Area</b>	<b>D2: Vermont AOT Special Topics</b>
Moderator: Montie Wade	Moderator: Rob Kenerson	Moderator: Bill Frawley	Moderator: Amy Bell
The 21st Century MPO: How Small MPOs Can Meet New Planning Paradigms, Steven Gayle	Accounting for Toll Roads in Small-to-Medium Sized Cities, Kevin Hall	Linking the Real Regions of Metro to Enhance Transportation Options, Vicki Rusbut	FHWA Energy & Emissions Reduction Policy Analysis Tool (EERPAF), Joe Segala & Sommer Kozlars
Chattanooga 2040 RTP Performance Framework: Balancing Regional & Community Needs, Melissa Taylor & Tracy Tein	Tolling: Not Just For Big Cities Anymore, Justin Wirtz	Tradition & Technology: A New Approach for the Development of External Travel Estimates, Stephen Fattessmith	Vermont Transportation Energy Profile: Performance monitoring of the State's 2011 Comprehensive Energy Plan, Gina Campot & Jim Sullivan
Understanding Differences in Performance-Based Planning Practices at Small, Medium, Large, & Very Large MPOs, Coby Brown & David Jung-Hai Lee	Forecasting Demand for a Toll Road in Medium-Size Community, David Schellinger	Comparing the Long Distance & Overnight Travel Patterns Within Small & Medium Sized Communities in Alabama & Vermont, Jeffrey LaFardis	Smart Growth & Transportation: A process to coordinate, measure, & incentivize public & private actions, Joe Segala
<del> </del>	The Effect of Tolling Existing I-95 on North Carolina Communities, Teresa Oresham	Daily & Trip-based Vehicle Choice in Rural & Metropolitan Areas, Lee Aultman Hall	Proportional Share & Transportation Improvement Fees: An alternative to the "last one in" approach, Chris Cole

**5:30 Transportation to Reception Begins**

**6:00 - 8:00 Reception at the ECHO Lake Aquarium & Science Center**

**Tuesday, July 22**

**7:00 - 8:30 Breakfast Buffet**

**8:00 - 9:30 Concurrent Sessions**

<b>A3: DOT Caucus</b>	<b>B3: Transit Caucus</b>	<b>C3: MPO Caucus</b>	<b>D3: Impacts of Land Use Strategies on Travel Behavior</b>
Moderator: Lynn Zento	Moderator: JD Allen	Moderator: Ron Chicks & Rob Karimson	Coordinator: Jeff Moore
Scribe: Marsha Flol	Scribe: Mary Kay Christopher	Scribe: Page Scott	Speakers: Brian J. Morton, Joseph Huegry, & John Porus

**9:30 - 10:00 Break & Exhibits**

**10:00 - 11:30 Concurrent Sessions**

<b>A4: Tools for Measuring Environmental Impacts</b>	<b>B4: Methods to Increase Transit Ridership, Efficiency, &amp; Cost-Effectiveness</b>	<b>C4: Tools for Improving Regional Travel Demand Models</b>	<b>D4: Tools for Analyzing &amp; Visualizing Livability</b>
Moderator: Sue Kimbrough	Moderator: Mary Kay Christopher	Moderator: Leta Huntsinger	Moderator: Jaydeep Chaudhari
Greenhouse Gas Emissions as a Performance Indicator in Corridor Transportation Planning, Robert Chamberlin	Planning for Commuter Rail Transit in Small & Medium-Sized Suburban Communities: A Public-Private Partnership Approach in North Kingstown, Rhode Island, Farhad Atash	Activity-based modeling for small-to-medium sized MPO's, Mark Bradley	Making Health Impact Assessments more digestible: Bite-sized lessons in conducting HIAs for regional planning & active transportation, Donald Kostelec
Refining estimation of traffic emissions & population affected without dispersion modeling, Philine Gaffron & Deb Niemeier	Fare-free Transit in a Small Urban Environment: Indian River County's Million Rider Experience, Phillip Matson	New improvements to the Ohio Medium/Small MPO Model System, Vince Bernardin	Using Spatial Data & Methods to Assess Street Livability, Chester Harvey
New Tools for Assessment of Greenhouse Gas Emissions, Jeff Houk	Identification of Temporal & Spatial Trends in Paratransit Trip Requests for Improving Service Efficiency, Benjamin Bacon	A Tale of Two Forecasts, Stacey Bricks	Livability for Montana Transportation, Jaydeep Chaudhari

11:45 - 1:15 Award Luncheon			
1:30 - 3:00 Concurrent Sessions			
A5: Performance Measures for Planning: Rules & Tools	B5: Dealing with Multi-jurisdictional Travel	C5: Workshop on Long-Distance & Rural Travel: Transferable Parameters for Statewide Models	D5: Tools for Quantifying Complete Streets
Moderator: Lorrie Lau	Moderator: Drew Canon	Coordinator: Jerry Everett	Moderator: Libby Rushley
Performance Measures for Planning: someone from FHWA Office of Planning to discuss the Proposed Rule Making (if the timing is right)	Role of Regional Planning Organizations in Transportation Planning Across Boundaries, Haley Peckett	Speaker: Robert Schiffer	Complete Streets Level of Service - What is Your Street's Grade? Tom Laws & Sonia Deleiden
TEJUS web: Branislav Dimitrijevic, from NHT. Abstract was submitted (by Alex Bond) and accepted into the regular conference program	Optimal Location & Business Models of Electric Vehicles Charging Equipment in a rural state & small & medium-sized communities, Karen Gilman		Developing complete streets as part of long term disaster recovery planning: opportunities & constraints for small rural communities, Julia Badenhop & Christopher Seeger
E-STIP - Ms. Bowen from NHT. State of the practice including TEJUS e-STIP	Disaggregating Time & Space from a Regional to a Local Scale for Evaluating Projects, Oshem Elayed		Monterey Bay Area Complete Streets Guidebook, Grace Blakeslee & Ariana Green
3:00 - 3:30 Break & Exhibits			
3:30 - 5:00 Concurrent Sessions			
A6: Needs vs. Wants: Tools for Prioritizing & Evaluating Projects in a Performance-Measured World	B6: Lessons Learned for Corridor Planning	C6: Tools for Collecting & Working with O-D Data	D6: Public Outreach
Moderator: Jeff Moore	Moderator: Lynn Zanto	Moderator: JD Allen	Coordinator: Mia Zmud
Project Prioritization? Who Needs That? Jeff Canal	Planning Environmental Linkages: The Jefferson Road Corridor, Max Heckman	Using Modern & Cost-Effective Data Collection Techniques to Obtain Origin & Destination Data, Scott Walker	Speaker: Claudie Boletto
Small MPO Transportation Plans & the FHWA INVEST Program, Miranda McGowan	Accommodating Future Regional Traffic Demands Without a New System: Overview of the I-89 Exit 17 Interchange Scoping Study in Winston, Vermont, David Saladino	Exploring Origin-Destination Passenger Travel Flow Patterns in Traffic Analysis District Clusters of Small/Medium Size Regions, Ho-Ling Hwang	
An Objective Approach for Prioritizing & Ranking Roadway Projects, David Nasse & Jim Sullivan	Transforming an Old State Highway Corridor into Tomorrow's Transit-Oriented Communities, Trera Black	Case Studies using Smartbus O-D Surveys to Address Planning & Policy Issues, Byron Chigny	
5:30 Transportation to Dinner Cruise Begins			
5:00 - 9:00 Dinner Cruise on Lake Champlain			
Wednesday, July 23			
7:00 - 8:30 Breakfast Buffet			
8:00 - 9:30 Concurrent Sessions			
A7: Tools for Generating Performance Measures	B7: Safety Measures in Transportation Planning	C7: Innovations in Forming Data	D7: shrp2 PROJECT
Moderator: Page Scott	Moderator: Ron Chicks	Moderator: Jerry Everett	Coordinator: Lynn Zanto
Developing Performance Measures for Rural Transportation Access, Melissa Ziegler	Pedestrian Safety Analysis Tool, Steven Wong	Using the Economic Census Data in Transportation Planning, Stacey Bricke & Donald Ludlow	Speaker: TBD
A Practical Usability Self-Assessment Tool for Planning, Perry Gross	Roundabout Solutions for Complex Traffic Environments, Mike Bittner	Impacts 2050: Preparing for a New Future with Sociodemographics & Travel Scenario Analysis, Mia Zmud	
Crowdsourcing Systems Information: Strategies Utilizing Technology To Involve Users in Pedestrian System Inventory & Analysis, Christopher Seeger & Julia Badenhop	Planning for Safety: Lessons Learned from Community Transportation Safety Plan Development in Montana, Audrey Wennink & Carol Strizich	Forming NHTS Data for an Examination of Walking in a Small Urban Region, Nick Wood	
9:30 - 10:00 Break & Exhibits			

10:00 - 11:30 Concurrent Sessions			
<b>AA: Land Use &amp; Transportation</b>	<b>BB: Tools for Public Outreach</b>	<b>CC: Lessons Learned from Working with Unique Trip Data</b>	
Moderator: Jeff Carroll	Moderator: Mia Zivud	Moderator: Mersha Fadi	
Understanding Transportation Planning Issues in Midsize Cities, Erin Toop	Using a Standardized & Transferable Process to Apply a Traditional Travel Model at a High Level of Multimodal Detail to Support Charette Planning, Scott Thompson-Graves	Assessing the Duration & Location of Discretionary Passenger Vehicle Idling in Addison County Vermont, Lisa Aufman-Hall	
A "Simple" Land Use Data Allocation Method: The Georgia DOT REMI Data Allocation Process, Chris Simons	Practical Approaches for Involving Traditionally Underserved Populations in Transportation Decisionmaking, David Aimen	Comparison of Passively Collected Trip Data against Survey Estimated Travel Pattern Data, Brita Huntsinger	
Factors which Influence Sustainable Commuting in Four Northeastern Rural Areas, Matthew Coogan	Integrating Web-based Public Involvement in Small-Scale Community Planning, Daniel Seaman	Travel Time Data: The Do's, Don'ts & Maybe's for Travel Demand Modelers, Sam Corrado	
<b>11:30 - 1:30 Lunch on your own</b>			
<b>1:30 - 5:00 Mobile Workshops (5 choices)</b>			
1) Island Line Trail Bicycle Tour - Tying Local Trails Together into a Stunning Regional Trail			
2) Heritage Aviation, Burlington International Airport - Rural Aviation Serves International Role in Economic Development			
3) Vermont Rail Systems Hub & Transload Tour - Rural Freight Logistics, Operations & Public-Private Partnerships			
4) Church Street Marketplace - Infrastructure Investments for a Top 10 Rating in your Downtown			
5) Magic Hat Brewing Company Tour - Freight Logistics for Nationwide Shipping by a Small Vermont Brewery			



### MRCOG TRAVEL VOUCHER FOR TRAVEL WITH OVERNIGHT LODGING

For travel with overnight lodging and reimbursement for actual meals, lodging, and other travel expenses incurred (receipts required)

Traveler: Valerie Hermanson \_\_\_\_\_ Program Charged: RTPO \_\_\_\_\_

Destination: Burlington, VT \_\_\_\_\_ Budget Code: \_\_\_\_\_

Business Travel Began	
Date: July 18	Time: 6:00am

Business Travel Ended	
Date: July 23	Time: 10:00 pm

**Mileage** (privately-owned automobile)  
\_\_\_\_\_ (miles) × \_\_\_\_\_ (IRS standard mileage rate) \$ \_\_\_\_\_

**Airfare**  
Coach class commercial airfare paid by employee \$690.24 \_\_\_\_\_

**Meals**  
Maximum of \$30.00 per day for in-state travel  
Maximum of \$45.00 per day for out-of-state travel \$ \_\_\_\_\_

**Meals** (last day of travel)  
a. Less than 2 hours of travel beyond the initial time of departure, max. **none**  
b. 2 hours, but less than 6 hours beyond the initial time of departure, max. **\$12.00**  
c. 6 hours, but less than 12 hours beyond the initial time of departure, max. **\$20.00**  
d. 12 hours or more beyond the initial time of departure, max. **\$30.00** \$ \_\_\_\_\_

**Lodging**  
Single occupancy rate, government rate whenever possible \$ \_\_\_\_\_

**Other Expenses**  
Taxi, transportation fares, parking fees, registration fees, etc. \$ 295 \_\_\_\_\_

**Total Cost of Travel** \$ 985.24 \_\_\_\_\_

Less Travel Advance (up to 80% of total cost of travel) \$ ( \_\_\_\_\_ )

**Amount Due** to Employee or Public Officer \$ 985.24 \_\_\_\_\_

Employee/Public Officer Signature:  Date: 6-16-14

**Approvals:**  
Supervisor:  Date: 6/16/2014

Executive Director: \_\_\_\_\_ Date: \_\_\_\_\_



**Mid-Region Council of Governments**  
**INTEROFFICE MEMORANDUM**  
**REQUEST TO ATTEND AND REIMBURSEMENT**  
**FOR SEMINAR / CONFERENCE**

To: Dewey V. Cave, Executive Director

From: Valerie Hermanson, Regional Planner

Date: May 19, 2014

Re: Request to Attend the Transportation Research Board (TRB) Tools of the Trade Conference, including reimbursement for conference expenses.

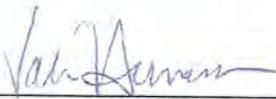
This is a request to attend the TRB Tools of the Trade Conference in Burlington, VT, for the following MRCOG staff:

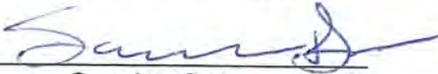
- Valerie Hermanson

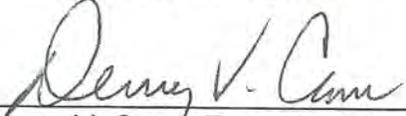
The TRB conference will be held July 21-23, 2014, at the Sheraton Convention Center in Burlington, VT. There are several sessions relevant to our work here at MRCOG and especially to MRCOG's rural communities.

The cost for this conference is **\$295 until June 15, 2014. After this date the registration increases to \$350.** Meeting information, including a purchase order is attached to this memo. Any other expenses may be reimbursed after the conference to be paid from RTPO funds.

This is a request for permission to attend and for the MRCOG to reimburse travel, expenses and conference fees to be paid by RTPO funds.

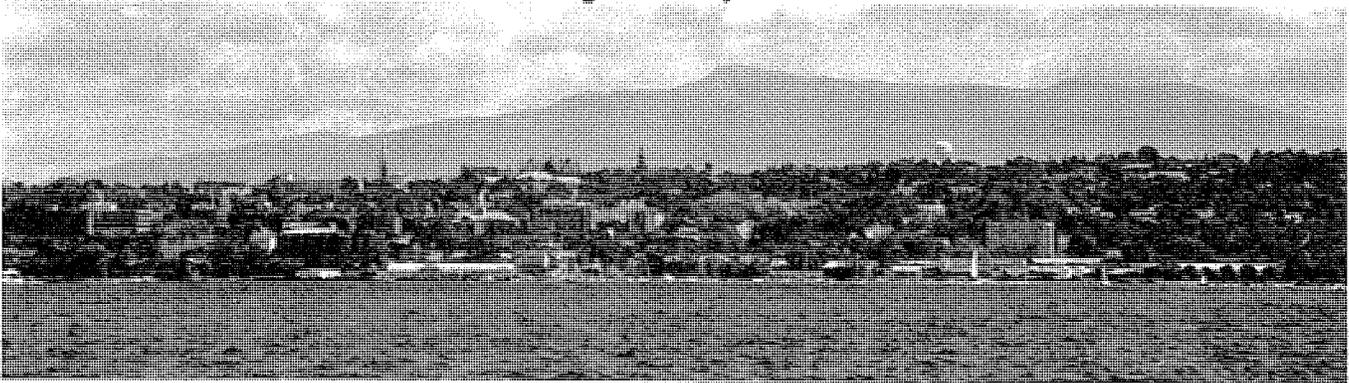
Recommended by:  5-19-14  
 Valerie Hermanson Date

Approved by:  5/20/2014  
 Sandra Gaiser, AICP Date

Approved by:  5-23-14  
 Dewey V. Cave, Executive Director Date

TL 5/22/14

## 14th National TRB "Tools of the Trade" Conference, Burlington, Vt. July 21-23, 2014



### **2014 Tools of the Trade Conference** Monday, July 21, 2014 - Wednesday, July 23, 2014

**Sheraton Burlington Hotel & Conference Center**  
870 Williston Road  
Burlington, Vermont 05403  
United States  
(802) 865-6600  
Phone: 802-846-4490 x21, Email: [elong@ccrvcvt.org](mailto:elong@ccrvcvt.org) [Email Us](#)

**Our Conference Hotel is the "Sheraton Burlington Hotel & Conference Center- Burlington, Vermont".**

A block of rooms has been held for the conference until June 15th at the *rate of \$149 for a single or double; \$169 for Club Level* plus 10% tax per room, per night. After June 15, the Group rate will be honored as space is available until July 3rd.

To reserve one of these rooms, go online to:

<https://www.starwoodmeeting.com/StarGroupsWeb/booking/reservation?id=1305136902&key=546E5> or contact the hotel and ask for the "**TRB Tools of the Trade rate**" when you make your reservations!

Contact reservations at (802) 865-6600.

Remember to use the conference code "**TRB Tools of the Trade rate**" to get the special rate!

The Hotel has free shuttle service to the Burlington International Airport.

### **Travel to the CONFERENCE HOTEL . . .**

#### **Burlington International Airport (BTV), Burlington, VT**

<http://www.btv.aero/index.php>

Burlington International Airport (BTV) is located adjacent to Burlington Vermont, BTV is just ten minutes from Lake Champlain, an hour from five world-class mountain resorts, and only one hour and forty five minutes from Montreal. BTV's has direct flights to many major cities.

BTV is served by Allegiant, Delta Airlines, JetBlue, United, and US Airways and has direct flights from Salt Lake City.

Mileage to Sheraton Burlington Hotel & Conference Center- 2 miles (Free Shuttle to/from the Hotel)



Monday, July 21, 2014 9:00 AM - 12:00 PM (Eastern Time)

#### Monday Luncheon



Monday, July 21, 2014 12:00 PM - 1:00 PM (Eastern Time)

#### Monday Evening Reception



Monday, July 21, 2014 5:30 PM - 8:00 PM (Eastern Time)

#### Tuesday Dinner & Cruise



Tuesday, July 22, 2014 5:30 PM - 9:00 PM (Eastern Time)

#### Fees

Fee	Quantity	Unit Price	Amount
<b>Fee</b>			
Advance Event Fee	1	\$295.00	\$295.00
Subtotal:			\$295.00
Total:			\$295.00

#### Transactions

Transaction Type	Date	Amount	Balance
Transaction Amount	5/30/2014	\$295.00	\$295.00
Online Credit Card Payment (*****8107) <a href="#">Details</a>	5/30/2014	(\$295.00)	\$0.00
<b>Current Balance:</b>			<b>\$0.00</b>

#### Payment Method

**Payment Method:** Credit Card (Visa)

The online credit card payment for this event will be listed on your credit card statement with the name TRB Tools of Trade.

#### Refund Information

Cancellations will be accepted on or before June 15, 2014 and will receive a 95% refund of the cost of the conference.

Cancellations received after June 15, 2014 will be accepted at the discretion of the Conference Chair.

To request a cancellation of your registration, contact Emma Long at (802) 846-4490 x21 or [elong@ccrpcvt.org](mailto:elong@ccrpcvt.org).



# VALERIE S ALBUQUERQUE 18JUL14

Delta Air Lines <DeltaAirLines@e.delta.com>  
Reply-To: Delta Air Lines <support-b673bxjbfpayqkau0hjt5qdhfd6xz4@e.delta.com>  
To: valeriehermanson@gmail.com

Fri, Jun 13, 2014 at 11:26 AM

[Comment/Complaint](#)



[delta.com](#) [My Trips](#) [Earn Miles](#)

## YOUR ITINERARY AND RECEIPT



To access your boarding pass at the airport, print email now and scan at a Delta self-service kiosk.

### Please review before your trip:

Check in for your flight up to 24 hours prior to departure at [delta.com](#) or with the [Fly Delta app](#) - also check flights, change seats, reserve car and hotels, and much more.

Make changes to eligible electronic tickets through My Trips at [delta.com](#).

If you need to contact Delta for assistance please call [1-800-221-1212](#) or visit [delta.com/help](#).

Thanks for choosing Delta.

Flight Confirmation #: **HWITTH** | Ticket #: **00623611970892-90**

[CHECK IN ONLINE >](#)

### Your Flight Information

#### Fri 18JUL

LV **6:15am** ALBUQUERQUE AR **11:19am** ATLANTA **DELTA 1452**  
ECONOMY (X)  
Snacks For Sale

LV **2:42pm** ATLANTA AR **5:24pm** MONTREAL-TRUDEAU **DELTA 5168\***  
ECONOMY (X)  
Snacks For Sale

#### Wed 23JUL

LV **2:35pm** BURLINGTON AR **4:30pm** DETROIT **DELTA 5260\***  
ECONOMY (K)

**Details - Taxes/Carrier-imposed Fees**

**Total:** 92.81  
**Itemized:** 10.00 AY 18.00 XF 20.00 ZP 44.81 US

**Fare Details**

ABQ DL X/ATL Q7.50 DL YMQ189.00XA30A0NQ /-BTV DL X/DTT DL X/ATL DL ABQ400.93KA07A00Q USD597.43END ZP ABQATLBTVDTWATL XF ABQ4.5ATL4.5DTW4.5ATL4.5

**Ticketing Details**

<b>Passenger:</b>	<b>Ticket #:</b>	<b>Place of Issue:</b>	<b>Issue Date:</b>	<b>Expiration Date:</b>
VALERIE SUZANNE HERMANSON	00623611970892-90	LAXWEB	13JUN14	13JUN15

**Baggage Fees**

 Thank you for being a valued customer. The fees below are based on your original ticket purchase. If you qualify for free or discounted checked baggage, this will be taken into account when you check in.

<b>Airline Rule Applied</b>	<b>Origin</b>	<b>Destination</b>	<b>Baggage</b>			<b>Tax</b>	<b>Total</b>
<b>Fri 18 Jul 2014</b>							
<b>DELTA</b>	<b>ABQ</b>	<b>ATL</b>	<b>FREE</b> <sup>1</sup> CARRY ON	\$25 FIRST	\$35 SECOND	<b>\$0.00</b>	<b>\$60.00</b>
<b>DELTA</b>	<b>ATL</b>	<b>YUL</b>	<b>FREE</b> <sup>1</sup> CARRY ON	<b>FREE</b> FIRST	<b>FREE</b> SECOND	<b>\$0.00</b>	<b>\$0.00</b>
Visit <a href="http://delta.com">delta.com</a> for details on <a href="#">baggage embargos</a> that may apply to your itinerary.							<b>\$60.00</b>
<b>Wed 23 Jul 2014</b>							
<b>DELTA</b>	<b>BTV</b>	<b>DTW</b>	<b>FREE</b> <sup>1</sup> CARRY ON	\$25 FIRST	\$35 SECOND	<b>\$0.00</b>	<b>\$60.00</b>
<b>DELTA</b>	<b>DTW</b>	<b>ATL</b>	<b>FREE</b> <sup>1</sup> CARRY ON	<b>FREE</b> FIRST	<b>FREE</b> SECOND	<b>\$0.00</b>	<b>\$0.00</b>
<b>DELTA</b>	<b>ATL</b>	<b>ABQ</b>	<b>FREE</b> <sup>1</sup> CARRY ON	<b>FREE</b> FIRST	<b>FREE</b> SECOND	<b>\$0.00</b>	<b>\$0.00</b>
Visit <a href="http://delta.com">delta.com</a> for details on <a href="#">baggage embargos</a> that may apply to your itinerary.							<b>\$60.00</b>

1: On Delta-operated flights, you may carry on one bag and a small personal item free of charge. Carry-on allowances may differ and fees may apply for flights operated by carriers other than Delta. Contact the operating carrier for detailed carry-on limitations and charges.

like to take advantage of other Delta email programs featuring special fares, promotions, information and flight updates, please visit: [delta.com/emailprograms](http://delta.com/emailprograms) or [delta.com/notifications](http://delta.com/notifications).

Do you have comments about our service? Please [email](#) us to share them with us. This document establishes the creation of your electronic EMD(S) in our computer systems. It does not constitute a document of carriage. Where this document is issued for transportation or services other than passenger air transportation, specific terms and conditions may apply. These terms and conditions may be provided separately or may be obtained from the issuing agent.

#### COPYRIGHT INFORMATION

This email message and its contents are copyrighted and are proprietary products of Delta Air Lines, Inc. Delta Blvd. P.O. Box 20706 Atlanta, GA 30320-6001. Any unauthorized use, reproduction, or transfer of this message or its contents, in any medium, is strictly prohibited.

This is a post only email. Please do not respond to this message.

#### **Privacy Policy**

Your privacy is important to us. Please review our [Privacy Policy](#).

© 2014 Delta Air Lines, Inc. All rights reserved.



MRCOG TRAVEL VOUCHER FOR TRAVEL WITH OVERNIGHT LODGING

For travel with overnight lodging and reimbursement for actual meals, lodging, and other travel expenses incurred (receipts required)

Traveler: Valerie Hermanson Program Charged: RTPO
Destination: Burlington, VT Budget Code:

Table with 2 columns: Date: July 18, Time: 5:00am

Table with 2 columns: Date: July 23, Time: 10:00 pm

Mileage (privately-owned automobile) (miles) x (IRS standard mileage rate) \$

Airfare Coach class commercial airfare paid by employee \$ 690.24

Meals Maximum of \$30.00 per day for in-state travel Maximum of \$45.00 per day for out-of-state travel \$ 28.88

Meals (last day of travel) a. Less than 2 hours of travel beyond the initial time of departure, max. none b. 2 hours, but less than 6 hours beyond the initial time of departure, max. \$12.00 c. 6 hours, but less than 12 hours beyond the initial time of departure, max. \$20.00 d. 12 hours or more beyond the initial time of departure, max. \$30.00 \$ 6.63

Lodging Single occupancy rate, government rate whenever possible \$ 491.70

Other Expenses Taxi, transportation fares, parking fees, registration fees, etc. \$ 328.94

Total Cost of Travel \$1,546.39

Less Travel Advance (up to 80% of total cost of travel) \$ (985.24)

Amount Due to Employee or Public Officer \$ 561.15

Employee/Public Officer Signature: Date:

Approvals:

Supervisor: Date:

Executive Director: Date:



Valerie Hermanson <valeriehermanson@gmail.com>

# Greyhound Ticket Itinerary (32565968)

Message

eTickets <eticket@greyhound.com>

To: valeriehermanson@gmail.com

Fri, Jun 13, 2014 at 11:39 AM

Here is the itinerary for my bus trip...



## TICKET CENTER

## Ticket Purchase Confirmation

Thank you! Your online order has been processed. Please print this page and retain for your records.

Reference Number 32565968

Passengers		Fare Quote	Fare Class
First Name	Last Name		
Valerie	Hermanson	\$20.50	Adult

**Billing Information**  
 Valerie Hermanson  
 908 Jefferson St. NE  
 Albuquerque, NM 87110  
 US  
 (505) 319-1912

Address

**You must print ticket(s) at home or work. Please print only one ticket per page, do not print on the back of the paper.** Proceed directly to the gate. Board your bus at the following station no later than one hour prior to the scheduled departure time.

GARE D'AUTOCARS DE  
 MONTREAL  
 Montreal, PQ H2L4E9

Payment

Sheraton Hotel And Conference Center  
 870 Williston Rd  
 Burlington, VT 05403  
 802.865.6600  
 http://www.sheraton.com/burlington



Hermanson, Valerie      Page Number      1      Invoice Nbr      1000116343  
 3500 Wolters Ne Pl      Guest Number      1187943      Arrive Date      07-20-2014 13:28  
 Albuquerque, NM      Folio ID      A      Depart Date      07-23-2014 09:49  
 87106-1138  
 No. Of Guest      1      Agent      CALLDUN  
 Room Number      120  
 Club Account      SPG - A41353697860

Invoice

Date	Reference	Description	Charges	Credits
07-20-2014	RT120	Room Chrg Grp Government	\$149.00	
07-20-2014	RT120	Meals & Rooms Tax	\$14.90	
07-20-2014	DEPOSIT	Deposit Applied		\$-163.90
07-21-2014	RT120	Room Chrg Grp Government	\$149.00	
07-21-2014	RT120	Meals & Rooms Tax	\$14.90	
07-22-2014	RT120	Room Chrg Grp Government	\$149.00	
07-22-2014	RT120	Meals & Rooms Tax	\$14.90	
07-23-2014	VM	Visa / Mastercard		\$-327.80
		** Total	\$491.70	\$-491.70
		** Balance	\$-0.00	

\*\*\*For Authorization Purpose Only\*\*\*

VALERIE HERMANSON

Date	Credit Card	Code	Authorized
07-20-2014	XXXX8107	04935C	439.55

0.00  
 0.00  
 0.00  
 0.00  
 0.00

Continued on the next page



**MID-REGION COUNCIL OF GOVERNMENTS (MRCOG)**

**MID-REGION  
RURAL TRANSPORTATION PLANNING ORGANIZATION (MRRTPO)**

**Membership Roster  
Quorum = 4  
(Need 33% of Active Members for a quorum)**

ORGANIZATION	VOTING MEMBER	ALTERNATE
City of Moriarty	Ted Hart, Mayor	Debbie Ortiz, Director
Village of Cuba	Mark Hatzenbuhler, Mayor	Vandora P. Casados, Village Clerk Gilbert Dominguez, Councilor
Town of Edgewood	Kay Davis McGill, Administrator	Brad E. Hill, Mayor
Town of Estancia	Ted Barela, <i>Committee Chair</i>	Vacant
Pueblo of Jemez	Joshua Madalena, Governor	Chamisa Radford, Planning and Development Department Director
Jicarilla Apache Nation	George Visio, Engineer	Adrian Notsinneh El, Highway Engineer/Planner  Duane Sandoval, Engineer/Planner
Pueblo of Laguna	David Deutsawe, Transportation Specialist	Sharon Hausam, Tribal Planner Wilbur Lockwood
Town of Mountainair	Jerry Lisk, Business Owner	Suzan Brazil, Clerk
Sandoval County	Pete Nieto, Public Works Assistant Director	Fred Marquez, Project Manager
Santa Fe County	Vacant	Diego Gomez, Road Maintenance Engineer
Village of San Ysidro	Steve Lucero, Mayor	Daniel White, Marshal, <i>Vice-Chair</i>
Torrance County	Leanne Tapia, Commissioner	Lonnie Freyburger, Commissioner
Pueblo of Zia	Juliet Pino, Planner	Peter Pino, Tribal Administrator
<b>ELIGIBLE BUT NOT PARTICIPATING</b>		
Village of Encino	John G Phillips III, Mayor	Loretta Chavez, Clerk/Treasurer Boyd Herrington
Village of Jemez Springs	Robert "Bob" Wilson, Mayor	Chris Belonger
Village of Willard	Robert Chavez, Mayor	Vacant
<b>NON-VOTING ASSOCIATE MEMBER</b>		
Estancia Valley Economic Development Association (EVEDA)	Myra Pancrazio	Vacant
La Merced de la Pueblo de Manzano	Daniel Antonio Herrera	
Step Into Cuba Alliance	Sally Davis	Richard Kozoll, MD Tim Rogers

<b>NON-VOTING ADVISORY MEMBER</b>		
<b>ORGANIZATION</b>	<b>MEMBER</b>	<b>ALTERNATES</b>
BIA Southwest Regional Office	Angela Arviso, Regional Transportation Engineer	Shannon McKenna, Supervisory Highway Engineer Daniel Boyd, Highway Engineer
BLM, Rio Puerco Field Office	Arlene Salazar, Realty Specialist	Vacant
Federal Highway Administration	Vacant	Vacant
NM Dept. of Transportation – District 5	Miguel B. Gabaldon, Jr., District 5 Engineer	David D. Quintana, P.E TSE
NM Dept. of Transportation – District 6	Jeff Sanchez, ADE Engineering Support	Anthony Griego, Co-ops Joann Garcia, Co-ops
NM Department of Transportation – Planning Division	Jason Coffey, Urban & Regional Planner	Anne McLaughlin, Strategic Planning Bureau Chief
NM Department of Transportation – Planning Division	Ron Shutiva, Tribal Liaison	Vacant
NM Dept. of Transportation – Transit	David Harris, Transit Manager	Greg White, Planner
NM State Land Office	Ray Powell, Commissioner	Bob Jenks, Deputy Commissioner
NPS-Salinas Pueblo Missions National Monument	Glenn Fulfer, Park Superintendent	Vacant
USFS, Cibola Forest Service	Richard Graves, Transportation Engineer	Vacant
USFS, Santa Fe National Forest	Lee Harrelson, Forest Engineer	Vacant
USFS, Sandia Ranger District	Cid Morgan, District Ranger	Vacant

**Mid-Region Rural Transportation Planning Organization & North Central New Mexico Economic Development District  
RESULTS OF NEW MEXICO REGIONAL TRANSPORTATION PLANNING ORGANIZATION (RTPO)  
TRANSPORTATION ALTERNATIVES PROGRAM (TAP) SURVEY**

**To:** Rosa Kozub, Bicycle, Pedestrian, Equestrian (BPE) Coordinator & Transportation Alternatives Program (TAP) Coordinator, New Mexico Department of Transportation (NMDOT)

**From:** Valerie Hermanson, Regional Planner, Mid-Region Rural Transportation Planning Organization (MRRTPPO)

Eric Ghahate, Community and Technical Development Director, North Central New Mexico Economic Development District (NCNM)

**Date:** June 13, 2014

**Re:** Results of RTPO TAP Survey

The Mid-Region Rural Transportation Planning Organization (MRRTPPO) and Northern Pueblos Regional Transportation Planning Organization (NPRTPPO) drafted a survey with assistance from New Mexico Department of Transportation (NMDOT) to better understand how each RTPO managed its TAP program. The following is a summary of the results of that survey. 6/7 RTPOs responded to this survey. Responses below include those of the six (6) RTPOs that completed the survey.

**What process did your RTPO use to rank TAP projects? For example, did RTPO staff review and rank projects or did your RTPO Board or Committee review and rank the projects?**

4/6 RTPOs used their RTPO Committee/Board to review and rank TAP project applicants.

1/6 RTPOs had the RTPO staff and the NMDOT liaison rank the projects.

1/6 RTPOs utilized the RTPO staff to rate and rank the projects.

**Was your RTPO process used to review and rank TAP projects competitive?  
Why do you feel your RTPO process was competitive?**

5/6 RTPOs reported that the RTPO process used to review and rank TAP projects was competitive.

Most RTPOs felt that their TAP process was competitive because of a phased process to ultimately rank the projects. RTPO staff reviewed applications first. In one case, the RTPO and the NMDOT district staff reviewed applications as an additional step before applicants provided presentations about their projects. Next, applicants gave a presentation about their project to the RTPO Committee/Board of local governments in hopes of receiving the highest score based on the TAP criteria. The applicant presentation allowed the applicants to answer questions before the RTPO Committee/Board scored and ranked the projects. In addition, more funding was requested than was available, which encouraged applicants to try to receive the highest score.

**Why do you feel your RTPO process was not competitive?**

1/6 RTPOs reported that their TAP process was not competitive because the applications were based on the scoring of the projects by RTPO staff and the DOT liaison. The Committee approved projects on the ranking and rating of the application, but applicants did not provide presentations.

**How much assistance did the RTPO planners provide to the local entities on TAP applications? For example, did RTPO planners review TAP applications with local entities or not review applications?**

6/6 RTPOs reported that the RTPO planners provided as much assistance as needed to TAP applicants. Assistance was provided on an equitable basis, but applicants needed a variety of levels of assistance. Assistance included help with applications, connecting with the district engineers and with presentations for policy committees.

Some RTPOs hosted workshops about how to complete the TAP applications since it was a new process. Additionally, two RTPOs worked closely with their districts engineers to review projects in the PFF phase and to identify accurate cost estimates.

**Did your RTPO use the project feasibility form (PFF)?**

3/6 RTPO used the PFF

**What are some issues you had with the PFF process and/or form? Do you have suggestions to improve it?**

RTPOs reported that having a shorter form to complete encouraged more applications. Additionally, the informal discussion among the applicants, NMDOT and RTPO staff encouraged more local government participation. Most RTPOs felt that utilizing the PFF to vet projects was a useful tool. To improve the PFF, it was recommended that Planning, ICIP and O&M are added to this form.

**Why did you not use the PFF?**

3/6 RTPO did not use the PFF

These RTPOs utilized alternative vetting processes. The required documents for the TAP process were used to vet projects. Also, when RTPO staff and NMDOT district staff reviewed applicants estimating, feasibility and requirements were reviewed before they officially submitted a TAP application.

**Do you have any recommendations to improve the TAP process?**

Overall, the TAP process worked well to empower local governments to become more involved in the process. The RTPOs felt that this process involved the local governments and members in a way that had not been done before. However, last year's TAP process was rushed. It was recommended that allowing for more time and training about expectations from the RTPO Committees/Boards would be helpful. It would be appropriate to take lessons learned from this first year of TAP and improve the next year. RTPOs reported that having a set aside piece of funding was very empowering for their RTPO Committees/Boards and the local governments were very engaged in the project selection process. Also, creating consistency of the TAP process among all the RTPOs would be beneficial. It was also recommended that scoring should eliminate certifications as a way to get extra points. Also, points for a specific project being listed in a plan should not be based on the number of plans that the project is in. As long as the project is in an agency or community plan would suffice. Lastly, changing the scoring from 1-5 to 1-3 is advised.

**Do you have any recommendations about the TAP guidebook?**

RTPOs recommended adding the deadline section upfront where it is easier to find and more likely to be seen over and over. Also, not rushing the process is highly recommended. In addition, including a sample of a good project application would be helpful for the members and the RTPOs helping members with applications.

**Do you have any recommendations to improve the TAP application form?**

Also, the scrutiny of the requirements of the form forced RTPO members to take time and effort to put together a well-rounded set of information. However, the rating and ranking criteria that included the rail was not a fair ranking item for all projects. RTPOs reported that the 250 work length requirement on the TAP application was good.

To: Docket Management Facility, US Department of Transportation 1200 New Jersey Avenue, SE  
Washington, DC 20590

From: New Mexico Regional Transportation Planning Organizations (NM RTPOs): Mid-Region Rural Transportation Planning Organization (MRRTPO), Northwest Regional Transportation Planning Organization (NWRTPO), Southwest Regional Transportation Planning Organization (SWRTPO), South Central Regional Transportation Planning Organization (SCRTPO), Southeast Regional Transportation Planning Organization (SERTPO), Northeast Regional Transportation Planning Organization (NERTPO) and Northern Pueblo Regional Transportation Planning Organization (NPRTPO)

Date: September 2, 2014

RE: Notice of Proposed Rulemaking for Statewide and Nonmetropolitan Transportation Planning  
Docket No. FHWA-2013-0037

We are submitting comments on the Federal Highway Administration and Federal Transit Administration's (U.S. Department of Transportation) Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning Proposed Rule (Docket No. FHWA 2013-0037) on behalf of the seven Regional Transportation Planning Organizations (RTPOs) of New Mexico, which are the Mid-Region Rural Transportation Planning Organization (MRRTPO), Northwest Regional Transportation Planning Organization (NWRTPO), Southwest Regional Transportation Planning Organization (SWRTPO), South Central Regional Transportation Planning Organization (SCRTPO), Southeast Regional Transportation Planning Organization (SERTPO), Northeast Regional Transportation Planning Organization (NERTPO) and Northern Pueblo Regional Transportation Planning Organization (NPRTPO). These seven RTPOs have been operating since 1991, so given this experience, we feel we can provide valuable insight on these proposed rules and we appreciate the opportunity to comment on changes to the nonmetropolitan planning process that were included in the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21).

Nonmetropolitan officials provide valuable input to the statewide transportation planning process in areas outside the boundaries of Metropolitan Planning Organizations (MPOs). We appreciate the increased emphases included in MAP-21 and the Notice of Proposed Rulemaking (NPRM) on the importance of nonmetropolitan transportation planning. By elevating state involvement with nonmetropolitan local officials from "consultation" to "cooperation" in the long-range statewide planning process, areas outside the boundaries of MPOs will be ensured a stronger role in transportation planning and decision making in New Mexico and throughout the country.

We are also pleased that MAP-21 allows states the option to recognize RTPOs and establishes a formal framework for this process. RTPOs provide transportation planning support to state departments of transportation to assist with their requirements for statewide planning in rural areas. Since New Mexico is largely rural, the role that RTPOs play in transportation planning and outreach to public and local officials on nonmetropolitan transportation planning in these regions is critical.

**Nonmetropolitan Participation in the Long-Range Statewide Transportation Plan (Section 450.210b)**

MAP-21 requires that in nonmetropolitan areas, states must "cooperate" with local elected officials who have the responsibility for the development of the long-range statewide transportation plan. The NPRM

recognizes that states may have regional planning organizations to help support the planning process in nonmetropolitan areas. Language stating the importance of states maintaining their current relationships with regional planning partners in developing the long-range statewide transportation plan would be helpful to ensure that the transition from “consult” to “cooperate” does not inadvertently cause existing relationships to be altered. In addition, communication between states and nonmetropolitan officials on what the shift from “consult” to “cooperate” means and how it will change the planning process would be beneficial. USDOT should also encourage states to establish a timeline for when the shift to “cooperation” will occur and to communicate this to nonmetropolitan stakeholders.

### **Regional Transportation Planning Organizations (Section 450.210d)**

We appreciate that in listing the duties of an RTPO, MAP-21 and the NPRM make clear that there is no prohibition on an RTPO conducting other transportation planning activities beyond those listed. Again, it is important that states be encouraged to maintain the existing working relationship with their nonmetropolitan transportation planning partners, rather than attempt to establish new relationships with other entities to meet the RTPO requirements. In addition, given our experience, we feel it is important to note that if resources permit, RTPOs may conduct other non-transportation planning areas such as land use, water issues, housing and economic development when these areas complement or are related to our transportation planning activities.

In New Mexico, both RTPO meetings and local government meetings follow the state’s Open Meetings Act to publically notice meetings that provide the public opportunity to comment. In accordance with this law and each RTPO’s public participation process, RTPOs should have the choice of conducting business at the same meetings in which public comments are sought to allow for more efficient use of limited resources.

Additionally, it is important that existing boundaries of RTPO regions, like those in New Mexico are respected and stay intact. It has taken years to build and cultivate those relationships and establish trust within each RTPO region. While each RTPO in New Mexico coordinates and adheres to a similar work program, each RTPO has its own structure and processes, which further supports continuing the same RTPO boundaries and allowing for freedom for each RTPO to continue to do business as they see fit for their region. Also, each RTPO region in New Mexico has its own unique characteristics culturally, demographically and different traffic and land use patterns. Each existing RTPO understands these circumstances within their region and changing boundaries of RTPOs could create a lack of understanding and potentially be a serious hindrance to prioritization, relationships and funding of projects.

It is important that requirements for the make-up of an RTPO’s policy committee/board remain as flexible as possible, so that existing models can continue to operate as is. In several states, like New Mexico for example, metropolitan and tribal officials and other appointed representatives are designated participants on existing RTPO or rural planning partner’s governing boards because of a region’s demographic reach. Each of these types of RTPO representatives should qualify under the “as appropriate” category in the list of individuals to comprise an RTPO’s policy committee. Additionally, since the RTPO policy committees/boards are comprised of not only local officials, but also appointed representatives, RTPOs can provide technical assistance to all RTPO representatives on the policy committee/board. In New Mexico, the chief elected officials of a local government (Mayor or Chairperson) appoints representatives to RTPO Committees, which carries more responsibility and weight than an RTPO volunteer. Each New Mexico RTPO has its own bylaws, which reflect requirements of MAP-21, but also specify the make-up of the RTPO’s policy committee/board.

The NPRM lists “developing a regional long-range multimodal transportation plan and a regional TIP” as duties of an RTPO. Several states already require RTPOs to follow the same guidelines as MPOs in developing their TIPs. It would be helpful for USDOT to clarify in the final rule that these MPO-equivalent TIPs should be fully incorporated into the STIP, similar to MPO-developed TIPs. In addition, for regions that develop a less formal TIP (such as a list of regional high priority projects with no set fiscal limit), states should be encouraged to transparently communicate how those priorities are considered or used in the development of the STIP.

While MAP-21 provides no dedicated funding for RTPOs, it would be beneficial in the final rule for USDOT to provide some discussion of funding options available to RTPOs, such as the State Planning and Research Program and Surface Transportation Program. Both are eligible funding sources and more guidance should be provided on RTPO funding opportunities under these programs. If RTPOs are expected to conduct the same or similar processes as MPOs, funding for the RTPO is crucial for success and efficiency. Also, we want to make note that RTPOs have very limited staff and resources. The New Mexico Department of Transportation (NMDOT) provides funding for each RTPO with typically one full-time RTPO planner to manage the transportation programs that are run through the RTPOs. In addition to managing the RTPO programs, the RTPO planner coordinates with local planning entities in addition to other RTPO duties. For example, one New Mexico RTPO has 41 local governments and another has 27 local governments, so depending on the interpretation of “fostering the coordination of local planning,” this task could be difficult because local planning partners change constantly (sometimes as often as there are elections) and it is not possible for one person to intricately manage and track all local planning. Additionally, it should be noted that due to changes in RTPO representatives, it can be difficult to ensure representatives stay engaged and are properly trained. Should dedicated funding for RTPOs be considered, these are just a few examples to support providing dedicated funding for RTPOs to hire additional staff to enable improved local coordination.

#### **Development and Content of the Long-Range Statewide Transportation Plan (Section 450.216)**

There are several relevant federally-recognized regional plans that states should consider incorporating (by reference or summary) into their long-range statewide transportation plan, particularly in states where an RTPO framework is not in place to provide regional long-range transportation plans. Comprehensive Economic Development Strategies (CEDS), required for Economic Development Districts recognized by the U.S. Economic Development Administration; and regional sustainability plans, recognized by the U.S. Department of Housing and Urban Development, are examples of plans that provide a regional perspective on transportation and land use that may inform the transportation decision making process and encourage coordinated investment across federal and other public program funds.

#### **Development and Content of the Statewide Transportation Improvement Program (STIP) (Section 450.218)**

If there is not an RTPO present to provide a regional TIP, states should refer to regional priorities identified through a CEDS (mentioned above) or other federally-recognized regional plans when selecting nonmetropolitan priorities for the STIP. This will ensure that regional priorities are consistent with other federally required or recognized plans.

#### **Applicability of NEPA to Statewide Transportation Plans and Programs (Section 450.224)**

In the final rule, RTPOs should be mentioned as contributors to the NEPA review process since they are involved in establishing the purpose and needs for sub-area or corridor plans.

**Additional Issue Area: Unified Regional Plans**

In some parts of the country, unified regional plans developed by MPOs and RTPOs that share a fiscal administrative agent are used as a joint planning document. We encourage FHWA to include language in the final rule stating that unified regional plans are an eligible way to structure planning activities, provided that all requirements for metropolitan planning are met through development of the metropolitan portion of the plan.

Thank you for the opportunity to comment on the Federal Highway Administration and Federal Transit Administration's (Department of Transportation) Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning Proposed Rule (Docket No. FHWA-2013-0037).

###

From: [Mid-Region Rural Transportation Planning Organization](#)  
To: [Valerie Hermanson](#)  
Subject: [MRRTPO E-News] New E-Newsletter, Committee Meetings & Statewide Plans  
Date: Friday, February 21, 2014 3:56:15 PM



## The E-Newsletter of the Mid-Region Rural Transportation Planning Organization

ISSUE 1

JANUARY 2014

### New E-Newsletter to keep you informed!

Happy New Year! And greetings from the Mid-Region Rural Transportation Planning Organization (MRRTPO) also referred to as the Rural Transportation Planning Organization (RTPO). We're kicking off 2014 with a new bi-monthly newsletter to keep you informed about events going on in and around our region.

What does MRRTPO do?

MRRTPO works cooperatively with the New Mexico Department of Transportation (NMDOT) and local officials to enhance transportation planning opportunities for rural areas in the middle Rio Grande region. The MRRTPO provides a forum for members, local officials and citizens of Torrance, northwest Sandoval and southern Santa Fe counties to work cooperatively. Additionally, it gives the rural governments of the region a united voice in addressing safety issues, long range transportation needs and transit needs.

The goals of the MRRTPO are to:

- Provide a regional forum for cooperative decision making about transportation issues
- Serve as liaison between local governments and the New Mexico Department of Transportation
- Provide policy guidance, project priorities and technical assistance in the development of transportation plans and programs that affect the RTPO area

For questions, please contact Valerie Hermanson, [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov), 505.724.3611

[Learn more about the Mid-Region Rural Transportation Planning Organization >>](#)

### December RTPO Committee Meeting



The Mid-Region Rural Transportation Planning Organization (MRRTPO) Committee held their last meeting for the year on December 12, 2013.

Engineers from the New Mexico Department of Transportation (NMDOT) Districts 3, 5 and 6 presented information about transportation projects nearing completion and district priority projects for 2014. They stressed the importance of participating in the RTPO Committee Meetings and working through the MRRTPO to identify and develop projects and more importantly, to coordinate with the District Engineers who decide project priorities.

If you would like more information from the December 12 meeting or would like to become more involved with MRRTPO, please contact Valerie Hermanson at [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov) at 505.724.3611.

[View MRCOG Calendar of Events >>](#)

#### Quick Links



[Visit Our Website](#)



[Like MRCOG on Facebook](#)



[Follow MRCOG on Twitter](#)



[Salt Missions Trail Scenic Byway Blog](#)



[Salt Missions Trail Scenic Byway on Facebook](#)



Contact:  
Valerie Hermanson  
[vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov)  
505.724.3611  
[Visit Our Website](#)

## Tell us what you think for a chance to win!



Take our survey and be entered for a chance to win a pair of All-Zone Rail Runner Passes valid for round trip same travel day. Passes are good through June 30, 2014.

We're working to identify strategies to not only improve Mid-Region Rural Transportation Planning Organization Committee meetings, but also improve attendance. We've developed this [short survey](#) to collect your input to achieve this goal of improving the committee meetings. This survey should take no more than 10 minutes. We appreciate any and all feedback.

[Please take the survey now >>](#)

## Help Plan New Mexico's Long Range Transportation Plan

The New Mexico Department of Transportation (NMDOT) will be kicking off the 2040 Statewide Long Range Multimodal Transportation Plan (SLRP) in 2014. NMDOT is requesting participation from local communities to help develop this plan.



Additionally, the SLRP will be coordinated with the Regional Transportation Plan (RTP) of the Mid-Region Rural Transportation Planning Organization. Both the planning process and the planning documents will comply with all requirements of MAP-21 and all applicable State of New Mexico laws for transportation planning.

These requirements also include:

- Incorporating federal and state transportation goals
- Performance measurements
- Targets for achieving performance measurements

Regional Working Groups (RWGs) will be created to help inform the SLRP and RTP about transportation in your town, county and region. RWGs will meet about once a month during the 2014 year.

Target date for completion of each plan is April 30, 2015. If you or someone you know would be interested in this important effort, please contact Valerie Hermanson at [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov) or at 505.724-3611.

[More information about NMDOT's planning activities >>](#)

## Next RTPO Committee Meeting

The next Mid-Region Rural Transportation Planning Organization Committee Meeting will be on Thursday, February 13, 2014, from 9:30 am - 11:30 am at [MRCOG's offices](#).

Discussion will include:

- Adoption of the Title VI Plan
- The State Multimodal Long Range Transportation Plan (SLRP)
- The Regional Transportation Plan (RTP)
- Several other important things for the 2014 year

Please stay tuned for the meeting packet at the end of January.

[View information here >>](#)

## 2014 RTPO Committee Meeting Schedule

Thursday, February 13, 2014  
9:30 to 11:30 a.m.

Thursday, April 10, 2014  
9:30 to 11:30 a.m.

Thursday, June 12, 2014  
9:30 to 11:30 a.m.  
Proposed Action Item(s): Elect FY2014-2015 Chair and Vice-Chair

Thursday, August 14, 2014  
9:30 to 11:30 a.m.

Thursday, October 9, 2014  
9:30 to 11:30 a.m.

Rural Transportation Improvement Program Recommendation (RTIPR) Training Session Thursday, November 13, 2014

Thursday, December 11, 2014  
9:30 to 11:30 a.m.

All meetings are held at MRCOG Offices unless noted otherwise.  
809 Copper Avenue NW  
Albuquerque, NM 87102  
([MAP](#))

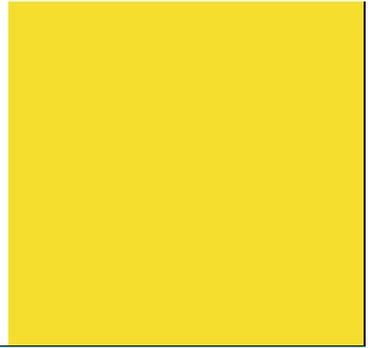
[View MRCOG's Calendar](#)

## Send us pictures!



Would you like to see photos from your town or region in our newsletter?

Please send photos to include in the next e-newsletter to [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov) by January 31, 2014.



[Forward this email](#)



This email was sent to [tcok@mrcog-nm.gov](mailto:tcok@mrcog-nm.gov) by [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov) |  
[Update Profile/Email Address](#) | Instant removal with [SafeUnsubscribe™](#) | [Privacy Policy](#).

MRRTPO | 809 Copper Avenue NW | Albuquerque | NM | 87102

### THIS IS A TEST EMAIL ONLY.

This email was sent by the author for the sole purpose of testing a draft message. If you believe you have received the message in error, please contact the author by replying to this message. Constant Contact takes reports of abuse very seriously. If you wish to report abuse, please forward this message to [abuse@constantcontact.com](mailto:abuse@constantcontact.com).

From: [Mid-Region Rural Transportation Planning Organization](#)  
To: [Valerie Hermanson](#)  
Subject: [MRRTPO E-News] Transportation Plans & Funding Opportunity  
Date: Tuesday, March 04, 2014 3:02:36 PM



## The E-Newsletter of the Mid-Region Rural Transportation Planning Organization

ISSUE 2

MARCH 2014

### Our Second E-Newsletter

Greetings from the Mid-Region Rural Transportation Planning Organization (MRRTPO) also referred to as the Rural Transportation Planning Organization (RTPO). This is our second e-newsletter.

Status Update: Long Range Multimodal Transportation Plan (SLRP)

We've been keeping busy with efforts to update both New Mexico's Long Range Multimodal Transportation Plan (SLRP) and the Mid-Region's Long Range Transportation plan (RTP). The New Mexico Department of Transportation (NMDOT) and MRRTPO will develop the SLRP over the coming months with the plan's adoption anticipated for April 2015. The SLRP will answer these questions:

1. Where are we now? What is the existing condition of the transportation system?
2. Where do we want to go? What is the vision for the future of the system?
3. How are we going to get there? What investments will help us achieve the vision?
4. What will it take? What resources - staff and financial - are required?

As MRRTPO works with NMDOT to develop the SLRP, we will be sure to keep you informed about that process and progress.

[Visit here for more information about the SLRP >>](#)

### Seeking Members for MRRTPO Working Group

Additionally, in conjunction with the development of the SLRP, MRRTPO will be updating its Regional Transportation Plan (RTP). The RTP is the transportation plan for Torrance County, southern Santa Fe County and Northwest Sandoval County. The last update of our RTP was in 2007, and a lot of has changed since then! MRRTPO convened subject matter experts from transportation, economic development, health and other fields from throughout the region to help inform and develop the Regional Transportation Plan.

If you are interested in serving on our Regional Working Group to help update this plan, please contact Valerie Hermanson as soon as possible. [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov), 505.724.3611.

### New Mexico Highway Safety Improvement Program Funding Opportunity

The New Mexico Department of Transportation (NMDOT) announced a funding opportunity through the New Mexico Highway Safety Improvement Program (NM HSIP). There is funding for Federal Fiscal Years 2014, 2015, 2016, and 2017 for Safety Project Applications.

#### Submission Guidelines

MRRTPO sent emails to the RTPO Committee with attached NMDOT guidance on February 12 & MRRTPO guidance on February 20.

- MRRTPO will review projects prior to their submission to NMDOT. The NMDOT selection committee will make determination of whether to fund a project or not
- Do **NOT** submit project application to NMDOT. All local lead projects must be reviewed by the MRRTPO first and submitted to NMDOT as one package
- Since applications are now going to be reviewed every 90 days, there is essentially an application period each quarter. You may submit a project using the quarterly submission schedule below. (If you miss one, submit in the next quarter.)

NM HSIP Quarterly Submission Schedule

#### Quick Links



[Visit Our Website](#)



[Like MRCOG on Facebook](#)



[Follow MRCOG on Twitter](#)



[Salt Missions Trail Scenic Byway Blog](#)



[Salt Missions Trail Scenic Byway on Facebook](#)



[Salt Missions Trail Scenic Byway on Twitter](#)



<p><b>Spring 2014 Quarterly Submission for FFY 2015, 2016 &amp; 2017</b>  <b>Deadline for Applications to be submitted to MRRTPO - Friday, March 28, 2014</b>  Review of Applications by MRRTPO Committee - Thursday, April 10, 2014 (9:30 am at MRCOG)  Review by NM Safety Project Selection Committee - Friday, May 2, 2014</p>
<p><b>Summer 2014 Quarterly Submission for FFY 2015, 2016 &amp; 2017</b>  <b>Deadline for Applications to be submitted to MRRTPO - Friday, May 30, 2014</b>  Review of Applications by MRRTPO Committee - Thursday, June 12, 2014 (9:30 am at MRCOG)  Review by NM Safety Project Selection Committee - Friday, August 1, 2014</p>
<p><b>Autumn 2014 Quarterly Submission for FFY 2015, 2016 &amp; 2017</b>  <b>Deadline for Applications to be submitted to MRRTPO - Friday, September 26, 2014</b>  Review of Applications by MRRTPO Committee - Thursday, October 9, 2014 (9:30 am at MRCOG)  Review by NM Safety Project Selection Committee - Friday, November 7, 2014</p>
<p><b>Winter 2014 Quarterly Submission for FFY 2015, 2016 &amp; 2017</b>  <b>Deadline for Applications to be submitted to MRRTPO - Friday, November 28, 2014</b>  Review of Applications by MRRTPO Committee - Thursday, December 11, 2014 (9:30 am at MRCOG)  Review by NM Safety Project Selection Committee - Friday, February 6, 2015</p>

[Please visit our website for additional information >>](#)

If you have any questions, please let us know. Please reach out to Valerie Hermanson, [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov), 505.724.3611.

### February RTPO Committee Meeting



The Mid-Region Rural Transportation Planning Organization (MRRTPO) Committee met on Thursday, February 13, 2014. We had a great turn out, so thank you for those that were able to participate. And for those that were unable to attend, we look forward to your participation at the next meeting in April because there are a lot of exciting things coming up!

This was the first committee meeting that MRRTPO offered a call-in number for those that were not able to attend in person. Providing a call-in number for these meetings was a suggestion from a survey distributed in January 2014 by MRRTPO. While members must be present in person to reach a quorum, MRRTPO is considering amending the bylaws to allow for those on the phone to be part of a quorum.

Other items discussed at this meeting included:

- Adopting the MRCOG/MRMPO Title VI Plan
- 2040 Statewide Multimodal Long Range Transportation Plan (SLRP)
- Regional Transportation Plan (RTP)
- New Mexico State Highway Safety Improvement Program

If you would like more information about the February meeting or would like to become more involved with MRRTPO, please contact Valerie Hermanson at [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov) at 505.724.3611.

[View MRCOG Calendar of Events >>](#)

## Transportation Day at the New Mexico Legislature



Contact:  
Valerie Hermanson  
[vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov)  
505.724.3611

[Visit Our Website](#)

### 2014 RTPO Committee Meeting Schedule

Thursday, February 13, 2014  
9:30 to 11:30 a.m.

Thursday, April 10, 2014  
9:30 to 11:30 a.m.

Thursday, June 12, 2014  
9:30 to 11:30 a.m.  
Proposed Action Item(s): Elect FY2014-2015 Chair and Vice-Chair

Thursday, August 14, 2014  
9:30 to 11:30 a.m.

Thursday, October 9, 2014  
9:30 to 11:30 a.m.

Rural Transportation Improvement Program Recommendation (RTIPR) Training Session Thursday, November 13, 2014

Thursday, December 11, 2014  
9:30 to 11:30 a.m.

All meetings are held at MRCOG Offices unless noted otherwise.

809 Copper Avenue NW  
Albuquerque, NM 87102  
[\(MAP\)](#)

[View MRCOG's Calendar](#)



MRRTPO participated with the other Rural Transportation Planning

Organizations (RTPOs) in New Mexico at Transportation Day at the New Mexico Legislature on Friday, February 14.

The RTPOs had two display tables with information about the role of RTPOs. We also spoke with attendees about important transportation issues.

Additionally, MRRTPO handed out Valentine's Day candy and bicycle/pedestrian pins, and distributed flyers about the [Salt Missions Trail Scenic Byway](#).

## Step Into Cuba's Trails, Park and Walkability Workshop Book

[Step Into Cuba](#) developed a well structured booklet about a Walkability Workshop in Cuba. The workshop provided a venue for community members and subject matter experts to work together to assess existing conditions and identify strategies to improve areas in Cuba.

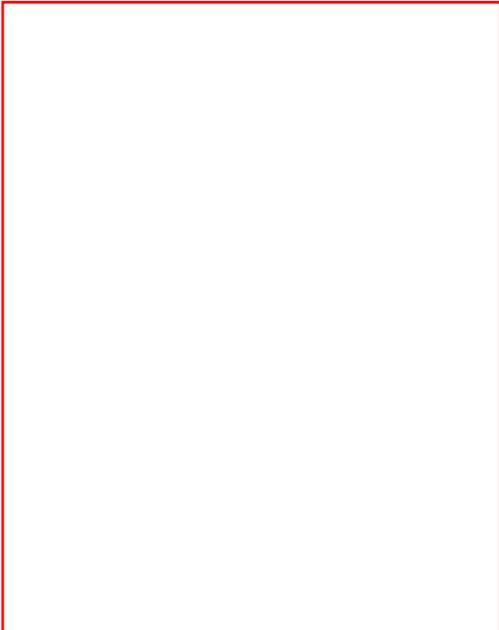
Participants conducted walk audits, which assessed the walkability of different locations in Cuba including:

- St. Francis of Assisi Park
- US Highway 550
- Village Paths and Walkways
- Safe Walking Routes to the Cuba Independent School District Campus

The walk audits included recording positive and negative observations both in writing and photos of existing conditions, and identifying ideas for improvement.

This type of documentation is great because when funding opportunities occur, projects can be easily identified.

[View the Cuba, New Mexico, Trails, Park and Walkability Workshop booklet here >>](#)



## Next RTPO Committee Meeting

The next Mid-Region Rural Transportation Planning Organization Committee Meeting will be on:  
Thursday, April 10, 2014  
9:30 am - 11:30 am  
[MRCOG's offices](#)

Discussion will include:

- New Mexico Highway Safety Improvement Program (NM HSIP) funding information
- 2040 Statewide Long Range Multimodal Transportation Plan (SLRP) Update
- Regional Transportation Plan Update
- Roadway Functional Classification Adoption

Mark Your Calendars!

This meeting will require a quorum in order to approve the adoption of the Mid-Region's Functional Classification. Additionally, the New Mexico Department of Transportation (NMDOT) will be presenting about the NM HSIP funding opportunity. Please plan on attending the April meeting.

If you will be unable to attend the meeting in person, please use the following Call-In Information:

Dial +1 (619) 550-0000  
Access Code: 451-919-198

[View April 2014 meeting details >>](#)



### In This Issue

[SLRP & RTP](#)

[NM HSIP Funding Opportunity](#)

[February RTPO Meeting](#)

[Transportation Day Recap](#)

[Step Into Cuba Walkability](#)

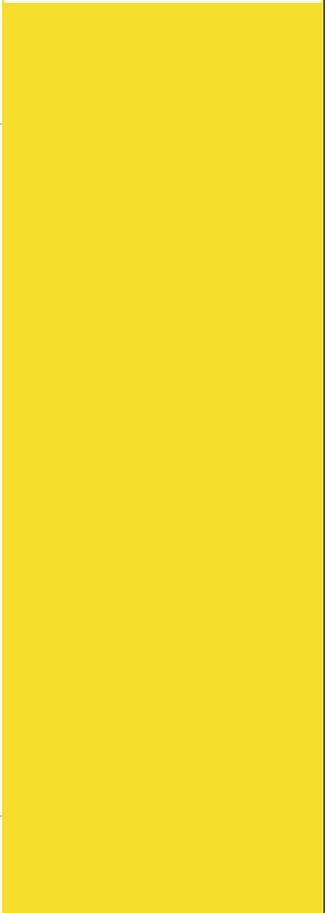
[April RTPO Committee Meeting](#)



mrcog logo

Contact:  
Valerie Hermanson  
vhermanson@mrcog-nm.gov  
505.724.3611

[Visit Our Website](#)



## Congratulations!

To Sally Davis who won a pair of All-Zone Rail Runner passes. In January, we sent a survey asking for feedback to improve MRRTPO Committee meetings. Those that completed the survey were entered into a drawing to win the passes. We appreciate the feedback from those that completed the survey. Thank you!

[Forward this email](#)



This email was sent to vhermanson@mrcog-nm.gov by [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov) | [Update Profile/Email Address](#) | Instant removal with [SafeUnsubscribe™](#) | [Privacy Policy](#).

MRRTPO | 809 Copper Avenue NW | Albuquerque | NM | 87102



Valerie Hermanson <valeriehermanson@gmail.com>

FW: [MRRTPO E-News] Transportation Plans & Free Solar Workshop

Valerie Hermanson <vhermanson@mrcog-nm.gov>  
To: "valeriehermanson@gmail.com" <valeriehermanson@gmail.com>

Wed, Jul 9, 2014 at 9:05 AM



The E-Newsletter of the Mid-Region Rural Transportation Planning Organization

ISSUE 3

MAY 2014

State and Regional Transportation Plans

Quick Links



## Status Update: Long Range Multimodal Transportation Plan (SLRP)

The Mid-Region Rural Transportation Planning Organization (MRRTPO) has been keeping busy with efforts to update both New Mexico's Long Range Multimodal Transportation Plan (SLRP) and the Mid-Region's Regional Transportation plan (RTP). The New Mexico Department of Transportation (NMDOT) and MRRTPO will

develop the SLRP over the coming months with the plan's adoption anticipated for April 2015. The SLRP will answer these questions:

1. Where are we now? What is the existing condition of the transportation system?
2. Where do we want to go? What is the vision for the future of the system?
3. How are we going to get there? What investments will help us achieve the vision?
4. What will it take? What resources - staff and financial - are required?

As MRRTPO works with NMDOT to develop the SLRP, we will be sure to keep you informed about that process and progress.

[Visit here for more information about the SLRP >>](#)

## Seeking Members to Develop Regional Transportation Plan

We are still seeking members for the Regional Working Group to update our RTP. The RTP is the transportation plan for Torrance County, southern Santa Fe County and Northwest Sandoval County. The last update of our RTP was in 2007, and a lot of has changed since then! Our next meeting is anticipated for June. It will be held in Albuquerque and last no more than 2 hours.

If you are interested in serving on our Regional Working Group to help update this plan, please contact Valerie Hermanson as soon as possible: [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov), 505.724.3611.

---

## Free Solar Workshop in June

Solar Powering Your Community - Actionable Steps for Adopting Solar in Your Community



[Visit Our Website](#)



[Like MRCOG on Facebook](#)



[Follow MRCOG on Twitter](#)



[Salt Missions Trail Scenic Byway Blog](#)



[Salt Missions Trail Scenic Byway on Facebook](#)



[Salt Missions Trail Scenic Byway on Twitter](#)



Local governments interested in learning about how to make their community solar ready in the Central New Mexico region are invited to a free workshop with national and local experts. This interactive workshop will provide actionable information on creating local-level solar policies and permitting processes.

Workshop Details:

Tuesday, June 17th  
8:30 a.m. - 12:30 p.m.  
Mid-Region Council of Governments  
Board Room  
809 Copper Ave NW  
Albuquerque, NM 87102

Discussion Topics:

1. The benefits and barriers of solar development in your region;
2. Understanding the regulatory landscape of solar;
3. Getting your community solar ready; and
4. Innovative financing options for solar projects.

The event is being sponsored by the Mid-Region Council of Governments and the SunShot Solar Outreach Partnership (SolarOPs).

Email questions to [solar@icma.org](mailto:solar@icma.org) or [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov). Space is limited and registration is required for this free event.

[Register for the Event >>](#)

---

## New Mexico Highway Safety Improvement Program Funding Opportunity



Contact:

**Valerie Hermanson**

[vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov)

505.724.3611

[Visit Our Website](#)

2014 RTPO Committee  
Meeting Schedule

Thursday, February 13, 2014  
9:30 to 11:30 a.m.

The New Mexico Department of Transportation (NMDOT) announced a funding opportunity through the New Mexico Highway Safety Improvement Program (NM HSIP). There is funding for Federal Fiscal Years 2014, 2015, 2016, and 2017 for Safety Project Applications.



## Submission Guidelines

MRRTPO sent emails to the RTPCO Committee with attached NMDOT guidance on February 12 & MRRTPO guidance on February 20. If you did not receive information, please contact Valerie Hermanson at [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov).

- MRRTPO will review projects prior to their submission to NMDOT. The NMDOT selection committee will make determination of whether to fund a project or not
- Do **NOT** submit project application to NMDOT. All local lead projects must be reviewed by the MRRTPO first and submitted to NMDOT as one package
- Since applications are now going to be reviewed every 90 days, there is essentially an application period each quarter. You may submit a project using the quarterly submission schedule below. (If you miss one, submit in the next quarter.)

## NM HSIP Quarterly Submission Schedule

Summer 2014 Quarterly Submission for FFY 2015, 2016 & 2017

**Deadline for Applications to be submitted to MRRTPO - Friday, May 30, 2014**

Review of Applications by MRRTPO Committee - Thursday, June 12, 2014 (9:30 am at MRCOG)

Review by NM Safety Project Selection Committee - Friday, August 1, 2014

Autumn 2014 Quarterly Submission for FFY 2015, 2016 & 2017

**Deadline for Applications to be submitted to MRRTPO - Friday, September 26, 2014**

Review of Applications by MRRTPO Committee - Thursday, October 9, 2014 (9:30 am at MRCOG)

Review by NM Safety Project Selection Committee - Friday, November 7, 2014

Winter 2014 Quarterly Submission for FFY 2015, 2016 & 2017

**Deadline for Applications to be submitted to MRRTPO - Friday, November 28, 2014**

Review of Applications by MRRTPO Committee - Thursday, December 11, 2014 (9:30 am at MRCOG)

Review by NM Safety Project Selection Committee - Friday, February 6, 2015

Thursday, April 10, 2014  
9:30 to 11:30 a.m.  
RESCHEDULED for April 24,  
2014 9:30-11:30 a.m.

Thursday, June 12, 2014  
9:30 to 11:30 a.m.  
Proposed Action Item(s):  
Elect FY2014-2015 Chair and  
Vice-Chair

Thursday, August 14, 2014  
9:30 to 11:30 a.m.

Thursday, October 9, 2014  
9:30 to 11:30 a.m.

Rural Transportation  
Improvement Program  
Recommendation (RTIPR)  
Training Session Thursday,  
November 13, 2014

Thursday, December 11,  
2014

9:30 to 11:30 a.m.

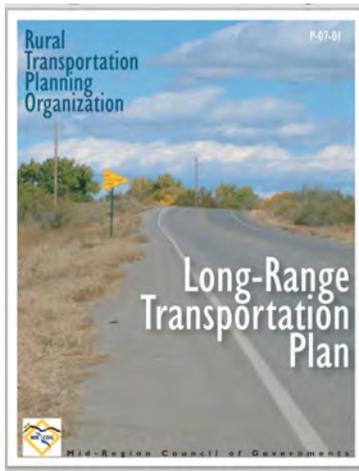
All meetings are held at  
MRCOG Offices unless  
noted otherwise.

809 Copper Avenue NW

Please visit our website for additional information >>

If you have any questions, please contact Valerie Hermanson, [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov), 505.724.3611.

## April RTPO Committee Meeting



The Mid-Region Rural Transportation Planning Organization (MRRTPO) Committee met on Thursday, April 24, 2014.

Items discussed at this meeting included:

- A presentation from NMDOT about the NM Highway Safety Improvement Program (NM HSIP) funding opportunity
- State and Regional Transportation Plans

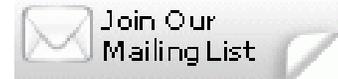
If you would like more information about the April meeting or would like to become more involved with MRRTPO, please contact

Valerie Hermanson at [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov) or 505.724.3611.

[View MRCOG Calendar of Events >>](#)

Albuquerque, NM 87102  
(MAP)

[View MRCOG's Calendar](#)



In This Issue

[Transportation Plans](#)

[Free Solar Workshop](#)

[NM HSIP Funding Opportunity](#)

[April RTPO Meeting](#)

[June RTPO Committee Meeting](#)



## Next RTPO Committee Meeting

The next Mid-Region Rural Transportation Planning Organization Committee Meeting will be on:

Thursday, June 12, 2014

9:30 am - 11:30 am

[MRCOG's offices](#)

Discussion will include:

- NMDOT - Public introduction to 2040 Statewide Long Range Multimodal Transportation Plan (SLRP) and presentation of preliminary results of Phase 1 work
- Election of new Chair and Vice Chair
- Adoption of Functional Classification for MRRTPO region
- Adoption of Updated Bylaws
- Adoption of Updated MRRTPO budget
- RTPO Committee Training to be determined

Mark Your Calendars!

Please plan on attending the June meeting.

If you will be unable to attend the meeting in person, please use the following Call-In Information:

Dial [+1 \(636\) 277-0130](tel:+16362770130)

Access Code: 118-860-446

[View June 2014 meeting details >>](#)

Contact:

[Valerie Hermanson](#)

[vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov)

[505.724.3611](tel:505.724.3611)

[Visit Our Website](#)



This email was sent to [tcok@mrcog-nm.gov](mailto:tcok@mrcog-nm.gov) by [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov) |

[Update Profile/Email Address](#) | Instant removal with [SafeUnsubscribe™](#) | [Privacy Policy](#).



MRRTPO | 809 Copper Avenue NW | Albuquerque | NM | 87102

**THIS IS A TEST EMAIL ONLY.**

This email was sent by the author for the sole purpose of testing a draft message. If you believe you have received the message in error, please contact the author by replying to this message. Constant Contact takes reports of abuse very seriously. If you wish to report abuse, please forward this message to [abuse@constantcontact.com](mailto:abuse@constantcontact.com).



## The E-Newsletter of the Mid-Region Rural Transportation Planning Organization

ISSUE 4

JULY 2014

### Successful Solar Workshop in June



MRCOG partnered with the Department of Energy's SunShot Solar Outreach Partnership (SolarOPs) team to plan a free workshop for local governments interested in learning how to make their community solar ready. National and local experts led an interactive workshop to provide actionable information on creating local-level solar policies and permitting processes.

Discussion Topics:

1. The benefits and barriers of solar development in your region;
2. Understanding the regulatory landscape of solar;
3. Getting your community solar ready; and
4. Innovative financing options for solar projects.

If you'd like more information about materials distributed during this workshop, please let us know! Email [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov).

### June RTPO Committee Meeting

The Mid-Region Rural Transportation Planning Organization (MRRTPO) Committee met on Thursday, June 12, 2014. A very special thank you to those that were able to attend this meeting.

We had record attendance and very informative discussions about funding opportunities and navigating difficulties.

#### Quick Links



[Visit Our Website](#)



[Like MRCOG on Facebook](#)



[Follow MRCOG on Twitter](#)



[Salt Missions Trail Scenic Byway Blog](#)



[Salt Missions Trail Scenic](#)



- Items discussed at this meeting included:
- Adoption of Functional Classification System
  - Adoption of the updated MRRTPO budget for FY13/14
  - Adoption of updated MRRTPO Bylaws
  - A presentation from NMDOT about the 2040 Statewide Long Range Multimodal Transportation Plan (SLRP)
  - A membership orientation/review of NMDOT funding opportunities

If you would like more information about the June meeting or would like to become more involved with MRRTPO, please

contact Valerie Hermanson at [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov) or 505.724.3611.

[View MRCOG Calendar of Events >>](#)

## New Mexico Highway Safety Improvement Program Funding Opportunity

There's still time to apply for New Mexico Highway Safety Improvement Program (NM HSIP). There is funding for Federal Fiscal Years 2014, 2015, 2016, and 2017 for Safety Project Applications.

### Submission Guidelines

- MRRTPO will review projects prior to their submission to NMDOT. The NMDOT selection committee will make determination of whether to fund a project or not
- Do **NOT** submit project application to NMDOT. All local lead projects must be reviewed by the MRRTPO first and submitted to NMDOT as one package
- Since applications are now going to be reviewed every 90 days, there is essentially an application period each quarter. You may submit a project using the quarterly submission schedule below. (If you miss one, submit in the next quarter.)



### NM HSIP Quarterly Submission Schedule

Autumn 2014 Quarterly Submission for FFY 2015, 2016 & 2017
<b>Deadline for Applications to be submitted to MRRTPO - Friday, September 26, 2014</b>
Review of Applications by MRRTPO Committee - Thursday, October 9, 2014 (9:30 am at MRCOG)
Review by NM Safety Project Selection Committee - Friday, November 7, 2014

[Byway on Facebook](#)



[Salt Missions Trail Scenic Byway on Twitter](#)



Contact:

Valerie Hermanson  
[vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov)  
 505.724.3611

[Visit Our Website](#)

### 2014 RTPO Committee Meeting Schedule

Thursday, February 13, 2014  
 9:30 to 11:30 a.m.

Thursday, April 10, 2014  
 9:30 to 11:30 a.m.  
 RESCHEDULED for April  
 24, 2014 9:30-11:30 a.m.

Thursday, June 12, 2014  
 9:30 to 11:30 a.m.

Winter 2014 Quarterly Submission for FFY 2015, 2016 & 2017

**Deadline for Applications to be submitted to MRRTPO - Friday, November 28, 2014**

Review of Applications by MRRTPO Committee - Thursday, December 11, 2014 (9:30 am at MRCOG)

Review by NM Safety Project Selection Committee - Friday, February 6, 2015

[Please visit our website for additional information >>](#)

If you have any questions, please contact Valerie Hermanson, [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov), 505.724.3611.

## Next RTPO Committee Meeting

The next Mid-Region Rural Transportation Planning Organization Committee Meeting will be on:  
Thursday, August 14, 2014  
9:30 am - 11:30 am  
[MRCOG's offices](#)

Discussion will include:

- Updates about the Regional Transportation Plan
- A presentation from the New Mexico Complete Streets Leadership Team about walkability in rural settings
- A presentation from the Pueblo of Laguna about their Pedestrian and Bicycle Plan

Mark Your Calendars!

Please plan on attending the August meeting and don't forget to RSVP!

If you will be unable to attend the meeting in person, please use the following Call-In Information:

Dial +1 (312) 878-3080  
Access Code: 163-060-806

[View AUGUST 2014 meeting details >>](#)

## Brown Bag Lunch Event

Video Screening of "The Rise of Open Streets" at MRCOG on Wednesday, July 30

"The Rise of Open Streets" is a series of short videos (total running time 43 minutes) that takes a look at open streets events at various U.S. cities as well as Bogota, Columbia, the birthplace of such open streets events, or "ciclovías." The brown bag video event, which will take place at noon on Wednesday, July 30 at MRCOG, is being held in advance of Albuquerque's first open streets event, dubbed ABQ Ciclovía.

Proposed Action Item(s):  
Elect FY2014-2015 Chair and Vice-Chair

Thursday, August 14, 2014  
9:30 to 11:30 a.m.

Thursday, October 9, 2014  
9:30 to 11:30 a.m.

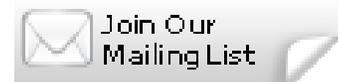
Rural Transportation  
Improvement Program  
Recommendation (RTIPR)  
Training Session Thursday,  
November 13, 2014

Thursday, December 11,  
2014  
9:30 to 11:30 a.m.

All meetings are held at  
MRCOG Offices unless noted  
otherwise.

809 Copper Avenue NW  
Albuquerque, NM 87102  
([MAP](#))

[View MRCOG's Calendar](#)





ABQ CiQlovía will be a free event where certain [city streets in the downtown and Old Town area](#) will be closed to cars and opened up to people on foot and bike as well as many different activities such as yoga, bike rodeos, etc. The event will take place on September 21, 2014, from 10am-3pm.

[Check out the ABQ CiQlovía Facebook page for more information on the upcoming event including the event route and contact information >>](#)

## In This Issue

[Solar Workshop](#)

[June RTPO Meeting](#)

[NM HSIP Funding Opportunity](#)

[August RTPO Committee Meeting](#)

[Brown Bag Lunch Event](#)

[Transportation Plans](#)

## State and Regional Transportation Plans



Status Update:

Long Range Multimodal Transportation Plan (SLRP)

The Mid-Region Rural Transportation Planning Organization (MRRTPO) has been keeping busy with efforts to update both New Mexico's Long Range Multimodal Transportation Plan (SLRP) and the Mid-Region's Regional Transportation plan (RTP). The New Mexico Department of Transportation (NMDOT) and MRRTPO will develop the SLRP over the coming months with

the plan's adoption anticipated for April 2015. The SLRP will answer these questions:

1. Where are we now? What is the existing condition of the transportation system?
2. Where do we want to go? What is the vision for the future of the system?
3. How are we going to get there? What investments will help us achieve the vision?
4. What will it take? What resources - staff and financial - are required?

As MRRTPO works with NMDOT to develop the SLRP, we will be sure to keep you informed about that process and progress.

[Visit here for more information about the SLRP >>](#)

### Regional Transportation Plan (RTP)

MRRTPO hosted its second Regional Working Group, which is working toward updating the long range Regional Transportation Plan. At this meeting, strategies to address the region's transportation challenges and opportunities were discussed.

If you are interested in serving on our Regional Working Group to help update this plan, please contact Valerie Hermanson as soon as possible: [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov), 505.724.3611.



Contact:

Valerie Hermanson  
[vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov)  
505.724.3611

[Visit Our Website](#)

[Forward this email](#)



This email was sent to tcok@mrcog-nm.gov by [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov) | [Update Profile/Email Address](#) | Rapid removal with [SafeUnsubscribe™](#) | [Privacy Policy](#).



MRRTPO | 809 Copper Avenue NW | Albuquerque | NM | 87102



## The E-Newsletter of the Mid-Region Rural Transportation Planning Organization

ISSUE 5

SEPTEMBER 2014

### August RTPO Committee Meeting



The Mid-Region Rural Transportation Planning Organization (MRRTPO) Committee met on Thursday, August 14, 2014.

Items discussed at this meeting included:

- Review of new required Project Feasibility Form (PFF)
- Presentation by Sharon Hausam about the Bicycle and Pedestrian Plan at the Pueblo of Laguna
- Presentation by Denise Weston about the importance of Complete Streets

If you would like more information about the August meeting or would like to become more involved with MRRTPO, please contact Valerie Hermanson at [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov) or 505.724.3611.

[View MRCOG Calendar of Events >>](#)

### Transportation Alternatives Program (TAP) & Recreational Trails Program (RTP) funding

The call for projects for [TAP](#) will likely be the week of September 8, so please stay tuned for additional information. Applicants will be required to complete the Project Feasibility Form (PFF) for

potential projects.

The call for projects for [RTP](#) is anticipated in October. We will be notifying MRRTPO members

#### Quick Links



[Visit Our Website](#)



[Like MRCOG on Facebook](#)



[Follow MRCOG on Twitter](#)



[Salt Missions Trail Scenic Byway Blog](#)



[Salt Missions Trail Scenic](#)



via email about both opportunities. If you haven't been receiving these emails, please email Valerie Hermanson at [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov) immediately to be added to our distribution list. As more information is provided to us by NMDOT, we will let you know.

[Byway on Facebook](#)



[Salt Missions Trail Scenic Byway on Twitter](#)

## ABQ CiQlovía on September 21st!



Walk. Ride. Play.

ABQ CiQlovía is the Albuquerque version of the global phenomenon known as "ciclovía" or "open streets." On September 21, from 10AM -3PM, portions of Mountain Road, 14<sup>th</sup> street and Alcalde Place (connecting to Tingley Drive) will be blocked off to vehicles to create a free, safe and fun environment for people to explore the health benefits of walking and biking, while also discovering local businesses and connecting with communities. Live music, food trucks, on-street

yoga, Zumba, art and a bike rodeo will be available throughout the day. More about this event can be found online at [ABQCiQlovía.org](http://ABQCiQlovía.org). If you're interested in volunteering, please contact [abqciqlovía@gmail.com](mailto:abqciqlovía@gmail.com).



Contact:

Valerie Hermanson  
[vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov)  
505.724.3611

[Visit Our Website](#)

[Check out the ABQ CiQlovía Facebook page for more information on the event >>](#)

## New Mexico Highway Safety Improvement Program Funding Opportunity

There's still time to apply for New Mexico Highway Safety Improvement Program (NM HSIP). There is funding for Federal Fiscal Years 2014, 2015, 2016, and 2017 for Safety Project Applications.

### Submission Guidelines

- MRRTPO will review projects prior to their submission to NMDOT. The NMDOT selection committee will make determination of whether to fund a project or not
- Do **NOT** submit project application to NMDOT. All local lead projects must be reviewed by the MRRTPO first and submitted to NMDOT as one package



### 2014 RTPO Committee Meeting Schedule

Thursday, February 13, 2014  
9:30 to 11:30 a.m.

Thursday, April 10, 2014  
9:30 to 11:30 a.m.  
RESCHEDULED for April  
24, 2014 9:30-11:30 a.m.

Thursday, June 12, 2014  
9:30 to 11:30 a.m.

- Since applications are now going to be reviewed every 90 days, there is essentially an application period each quarter. You may submit a project using the quarterly submission schedule below. (If you miss one, submit in the next quarter.)

## NM HSIP Quarterly Submission Schedule

Autumn 2014 Quarterly Submission for FFY 2015, 2016 & 2017
<b>Deadline for Applications to be submitted to MRRTPO - Friday, September 26, 2014</b> Review of Applications by MRRTPO Committee - Thursday, October 9, 2014 (9:30 am at MRCOG) Review by NM Safety Project Selection Committee - Friday, November 7, 2014
Winter 2014 Quarterly Submission for FFY 2015, 2016 & 2017
<b>Deadline for Applications to be submitted to MRRTPO - Friday, November 28, 2014</b> Review of Applications by MRRTPO Committee - Thursday, December 11, 2014 (9:30 am at MRCOG) Review by NM Safety Project Selection Committee - Friday, February 6, 2015

[Please visit our website for additional information >>](#)

If you have any questions, please contact Valerie Hermanson, [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov), 505.724.3611.

## Next RTPO Committee Meeting

The next Mid-Region Rural Transportation Planning Organization Committee Meeting will be on:  
Thursday, October 9, 2014  
9:30 am - 11:30 am  
[MRCOG's offices](#)

Discussion will include:

- Information about Transportation Alternatives Program (TAP) & Recreational Trails Program (RTP) funding opportunities
- Ranking Federal Transit Administration (FTA) Grant Applications

Mark Your Calendars!

Please plan on attending the October meeting and don't forget to RSVP! We need a quorum to take action at this meeting.

If you will be unable to attend the meeting in person, please use the following Call-In Information:

Dial +1 (636) 277-0130

Proposed Action Item(s):  
Elect FY2014-2015 Chair and Vice-Chair

Thursday, August 14, 2014  
9:30 to 11:30 a.m.

Thursday, October 9, 2014  
9:30 to 11:30 a.m.

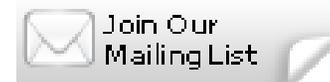
Rural Transportation Improvement Program Recommendation (RTIPR) Training Session Thursday, November 13, 2014

Thursday, December 11, 2014  
9:30 to 11:30 a.m.

All meetings are held at MRCOG Offices unless noted otherwise.

809 Copper Avenue NW  
Albuquerque, NM 87102  
([MAP](#))

[View MRCOG's Calendar](#)



Access Code: 337-883-326

[View OCTOBER 2014 meeting details >>](#)

## State and Regional Transportation Plans



Status Update:  
Long Range Multimodal Transportation Plan (SLRP)

The Mid-Region Rural Transportation Planning Organization (MRRTPO) has been keeping busy with efforts to update both New Mexico's Long Range Multimodal Transportation Plan (SLRP) and the Mid-Region's Regional Transportation plan (RTP). The New Mexico Department of Transportation (NMDOT) and MRRTPO will develop the SLRP over the coming months with

the plan's adoption anticipated for April 2015. The SLRP will answer these questions:

1. Where are we now? What is the existing condition of the transportation system?
2. Where do we want to go? What is the vision for the future of the system?
3. How are we going to get there? What investments will help us achieve the vision?
4. What will it take? What resources - staff and financial - are required?

As MRRTPO works with NMDOT to develop the SLRP, we will be sure to keep you informed about that process and progress.

[Visit here for more information about the SLRP >>](#)

### Regional Transportation Plan (RTP)

MRRTPO hosted its second Regional Working Group, which is working toward updating the long range Regional Transportation Plan. At this meeting, strategies to address the region's transportation challenges and opportunities were discussed.

If you are interested in serving on our Regional Working Group to help update this plan, please contact Valerie Hermanson as soon as possible: [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov), 505.724.3611.

### In This Issue

[June RTPO Meeting](#)

[Brown Bag Lunch Event](#)

[NM HSIP Funding Opportunity](#)

[August RTPO Committee Meeting](#)

[Transportation Plans](#)



Contact:

Valerie Hermanson  
[vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov)  
505.724.3611

[Visit Our Website](#)

[Forward this email](#)



This email was sent to [tcok@mrcog-nm.gov](mailto:tcok@mrcog-nm.gov) by [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov) | [Update Profile/Email Address](#) | Rapid removal with [SafeUnsubscribe™](#) | [Privacy Policy](#).



MRRTP0 | 809 Copper Avenue NW | Albuquerque | NM | 87102

# Mid-Region Rural Transportation Planning Organization (RTPO) Committee

The Mid-Region Rural Transportation Planning Organization (MRRTPO) is working toward identifying strategies to not only improve MRRTPO Committee Meetings, but also improve attendance.

We've developed this short survey as part of our efforts to be more responsive to the needs of each member and to the committee as a whole. You can help us make MRRTPO meetings work better for you by filling out this survey.

This survey should take no more than 10 minutes. We appreciate any and all feedback! Any information you provide will be completely confidential and will only be reported in summary form.

By taking this survey, you'll be entered for a chance to win a pair of New Mexico Rail Runner All-Zone passes valid for round trip same day travel!

Thank you for your time and input to help improve the MRRTPO Committee Meetings! We appreciate it!

If you have any questions or concerns, please feel free to reach out to Valerie Hermanson, [vhermanson@mrcog-nm.gov](mailto:vhermanson@mrcog-nm.gov) or 505.724.3611.

**\*1. Would you prefer to have the MRRTPO Committee Meetings on a different day of the week? If so, which day would you prefer?**

- Yes
- No

If so, which day would you prefer?

**\*2. Would you prefer to have morning or afternoon meetings?**

- Morning
- Afternoon

**\*3. Would you prefer to have the MRRTPO Committee Meetings monthly instead of every other month?**

- Monthly
- Every other month

**\*4. Would you be more likely to attend the MRRTPO Committee Meetings if they were held at different locations throughout the region for each meeting?**

- Yes
- No

# Mid-Region Rural Transportation Planning Organization (RTPO) Committee

**\*5. What do you think about having a call-in number for the MRRTPO Committee Meetings for those unable to attend in person?**

**6. Would you be more likely to attend MRRTPO Committee Meetings if there were more training sessions involved?**

**Training could include: Project Eligibility, How to Develop a Project, The Project Process, how the Rural Transportation Improvement Program Recommendations (RTIPR) process works or how the State Transportation Improvement Program (STIP) process works**

Yes

No

What type of training are you interested in?

**7. Do you have any comments or suggestions for increasing attendance?**

**8. Do you have any other comments?**

# Mid-Region Rural Transportation Planning Organization (RTPO) Committee

**9. Please provide your contact information below to be entered in the drawing for free Rail Runner passes. A winner will be randomly chosen. Your contact information will not be used for any other purpose.**

<b>Name:</b>	<input type="text"/>
<b>Company:</b>	<input type="text"/>
<b>Address:</b>	<input type="text"/>
<b>Address 2:</b>	<input type="text"/>
<b>City/Town:</b>	<input type="text"/>
<b>State:</b>	<input type="text"/>
<b>ZIP:</b>	<input type="text"/>
<b>Email Address:</b>	<input type="text"/>
<b>Phone Number:</b>	<input type="text"/>

Mid-Region Council of Governments  
Proposed FY14 Regional Transportation Planning Organization Budget  
(October 1, 2013 to September 30, 2014)

	Original Budget	Budget adjustment	Adjusted Budget	Revenues/ Expenditures final FFY14	Balance
<b>Revenues</b>					
Federal	\$ 65,159.96			62,857	22,143
Local	11,104.04			15,714	5,536
<b>Total Revenues</b>	<u>\$ 76,264.00</u>			<u>78,571</u>	<u>27,679</u>
<b>Expenditures</b>					
Salaries & Benefits	\$ 50,773.00	19,963.27	70,736	50,919	19,817
Professional Development	1,500.00	589.78	2,090	265	1,825
Administrative Expenses	3,150.00	(3,150.46)	(0)	-	(0)
Operating Expenses	1,041.00	4,798.31	5,839	7,698	(1,859)
Communications	700.00	275.23	975	56	919
Travel	1,500.00	589.78	2,090	2,089	1
Indirect Costs	17,600.00	6,920.09	24,520	17,544	6,976
<b>Total Expenses</b>	<u>\$ 76,264.00</u>	<u>29,986.00</u>	<u>106,250</u>	<u>78,571</u>	<u>27,679</u>