



**Mid-Region Council of Governments
Executive Board**

Thursday, October 14, 2021

10:00 a.m.-11:00 a.m.

809 Copper Avenue NW, Albuquerque, New Mexico 87102

***The Zoom link is on the next page. This will be a hybrid meeting.
Please join us at the COG if you wish.***

Debbie O'Malley, Chair		Barbara Baca, Vice-Chair
AGENDA		
	Call to Order <i>The presence of a quorum will be noted.</i>	
Tab 1	Approval of Agenda of October 14, 2021	
Tab 2	Approval of Action Summary of June 10, 2021	
PUBLIC COMMENT		
Tab 3	Public Comments <i>ANYONE WHO WISHES TO ADDRESS THE EXECUTIVE BOARD MUST REGISTER WITH THE SECRETARY OF THE BOARD.</i> Request regarding the Tramway Trail -Representative Pamela Herndon (House District 28)	
ACTION ITEMS		
Tab 4	Approval of Salary Adjustment for MRCOG Executive Director <i>(This will be a closed door discussion)</i>	
Tab 5	Approval of FY 2021 Final Budget Adjustment	
Tab 6	Approval of FY 2021-2022 Budget Adjustment	
DISCUSSION / INFORMATION ITEMS		
Tab 7	Financial Updates - Final 2021 - 1 st Quarter 2021-22	
Tab 8	Report from Economic Development	
Tab 9	Executive Director's Report	
Tab 10	Board Comments	
Adjournment (A motion to adjourn is not necessary) Next Scheduled Meeting: Thursday, November 18, 2021, 10:00 a.m. <i>Anyone requiring special accommodations please notify the MRCOG office at 247-1750 seven (7) days prior to the meeting.</i>		

Zoom link below

Mrcog Zoom8 is inviting you to a scheduled Zoom meeting.

Topic: MRCOG Executive Board Meeting

Time: Oct 14, 2021 10:00 AM Mountain Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/92051931823?pwd=bUhyc2QyTkRqMnN1K1RpZThJc2p0dz09>

Meeting ID: 920 5193 1823

Passcode: 459009

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Find your local number: <https://zoom.us/u/abbwbDq7SC>

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Action Summary

Mid-Region Council of Governments
EXECUTIVE BOARD
Thursday, June 10, 2021
10:00 a.m.
809 Copper Ave. NW
Albuquerque, New Mexico 87102

Debbie O'Malley, Chair

Barbara Baca, Vice-Chair

ORGANIZATION	PRESENT	MEMBER	PRESENT	ALTERNATE
Sandoval County		David Heil , Commissioner		
Bernalillo County Municipalities	X	Donald Lopez , Mayor Village of Los Ranchos de Albuquerque		Ann Simon
City of Albuquerque (Administration)		Lawrence Rael , Chief Operations Officer		Leon Espinoza
City of Albuquerque (Council)	X	Cynthia Borrego , Councilor		Tom Menicucci, Susan Vigil
Bernalillo County	X	Debbie O'Malley , Commissioner, <i>Chair</i>		Other commissioners
Flood Control Authorities	X	Ronald D. Brown , AMAFCA		Other board mbrs Bruce Thomson
MRGCD	X	Barbara Baca , <i>Vice-Chair</i>		Karen Dunning Tim Eichenberg
City of Rio Rancho		Greggory D. Hull , Mayor		Peter Wells
Sandoval County Municipalities		Jack Torres , Mayor, Town of Bernalillo		
School Districts	X	Candelaria Patterson , Albuquerque Public Schools		Elizabeth Armijo Dave Peercy
Torrance County		Janice Barela		
Torrance County Municipalities		M. Steven Anaya Councilor, City of Moriarty		Linda Fischer
Valencia County		Vacant , Commissioner		Vacant
Valencia County Municipalities	X	Russell Walkup , Mayor, Village of Bosque Farms		Vacant
Village of Tijeras		Jake Bruton , Mayor		

NON-VOTING ADVISORY MEMBERS

ORGANIZATION	PRESENT	MEMBER	PRESENT	ALTERNATE
Federal Highway Administration		Cindy Vigue , Division Administrator		Vacant
NMDOT		Mike Sandoval , Secretary		Vacant
NMDOT		Justin Gibson , District 3 Engineer		Vacant
Pueblo of Santa Ana		Governor		Vacant

NON-VOTING ASSOCIATE MEMBERS

Isleta Pueblo	Kathy Trujillo	Vacant
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MRCOG STAFF AND OTHERS PRESENT

Dewey Cave, Barbara Thomas, Sandy Gaiser, Steven Montiel, Amy Myer

AGENDA

Call to Order

The June 10, 2021 MRCOG Executive Board meeting was called to order by Chair Debbie O'Malley, Bernalillo County, at 10:02 a.m. and the presence of a quorum was noted by roll-call vote. See attendance sheet above.

Tab 1

Approval of Agenda

Action Taken:

Chair O'Malley made a motion to:

APPROVE THE AGENDA FOR JUNE 10, 2021

The motion was seconded by Ron Brown, AMAFCA, and passed unanimously on a roll-call vote of seven (7) in favor and none opposed. See attendance sheet above.

Tab 2

Approval of Action Summary of May 13, 2021

Action Taken:

Ms. O'Malley made a motion to:

APPROVE THE ACTION SUMMARY OF MAY 13, 2021

The motion was seconded by Mr. Brown and passed unanimously on a roll call vote of seven (7) in favor and none opposed. See attendance sheet above.

PUBLIC COMMENT

Tab 3

Public Comment

No one signed up for public comment.

ACTION ITEMS

Tab 4

Approval of MRCOG FY 2022 Proposed Budget/Goals and Objectives

Dewey Cave, MRCOG Executive Director, presented the FY2022 Proposed Budget/Goals and Objectives for approval and said it will go to the full board at their meeting following this one.

Mr. Cave explained that the 2022 budget is proposed based on anticipated funding for the fiscal year and anticipated expenditures. The budget provides information as to the maintenance of effort necessary to administer the grants and programs, and to operate the Mid-Region Council of Governments. Revenues have gone down, he said, but membership dues have increased a bit due to population increase.

The 2022 budgeted expenditures, he said, total \$14,852,572 a decrease of \$1,708,570 from the 2021 final budget, and the 2022 budgeted revenues total \$14,824,686, a decrease of \$561,569 from the 2021 final budget. The reason for the decrease is a combination of several changes, the most significant being:

Cooperative ITS Project – Budget decrease of approximately \$506,000 is due to project taking over two years to complete. FY22 budget represents unspent funds carried over from FY21.

Community Adjustment Planning Assistance (OEA Grant) – The decrease of \$250,000 is due to grant being completed in FY21.

TechHire Program – The decrease of \$350,000 is due to grant being completed in FY21.

Overhead in excess of indirect cost allocation – The decrease of \$830,000 is due to MRCOG’s indirect cost plan being on a fixed rate with carry forward basis. MRCOG’s rate will increase in FY22 so management is expecting the overhead in excess to reverse in FY22.

Federal Revenues – Budget decrease of approximately \$1,115,000 is related primarily to Cooperative ITS Project, OEA Grant and TechHire revenues decreasing due to grants winding down or being completed in FY21.

The total budgeted expenditures and revenues authorized for fiscal year 2022 are \$14,852,572 and \$14,824,686, respectively. A decrease in fund balance is \$27,886.

Approval of the budget will authorize management to spend the funding allocated.

Mr. Cave stood for questions and highlighted the activities of various programs within the Council of Governments. He particularly noted that the University of New Mexico has withdrawn their membership in the MRCOG.

Candelaria Patterson, Albuquerque Public Schools, noted that APS enrollment has gone down significantly and asked how the dues are calculated. Mr. Cave answered that the COG uses the numbers we receive from APS and we are using 2019 figures. He said APS dues will go down with the next student count.

Action Taken:

Mr. Brown made a motion to:

APPROVE THE MRCOG FY 2022 PROPOSED BUDGET/GOALS AND OBJECTIVES

The motion was seconded by Cynthia Borrego, City of Albuquerque, and passed unanimously on a vote of (seven) in favor and none opposed.

Tab 5
R-21-01
MRCOG

Recommendation of Property Disposition Committee Members

Mr. Cave explained that pursuant to Section 13-6-1 NMSA, MRCOG is required to designate a committee of at least three members of the Board to approve and oversee the disposal of worn-out, obsolete or otherwise unusable property.

The Council of Governments (MRCOG), from time to time, has property that is unusable or obsolete to the extent that the item or items are no longer economical or safe for continued use by the MRCOG.

Mr. Cave said that such items/property are made available to member governments. Last year the members of the Property Disposition Committee were Greggory Hull (City of Rio Rancho), Donald Lopez (Village of Los Ranchos de Albuquerque) and Barbara Baca (MRGCD). These members offered to serve on the Committee for another year.

	<p><u>Action Taken:</u></p> <p>Ms. O'Malley made a motion to:</p> <p>APPROVE R-21-01 MRCOG</p> <p>The motion was seconded by Ms. Borrego and passed unanimously.</p>
DISCUSSION AND INFORMATION ITEMS	
Tab 6	<p>Financial Update</p> <p>Amy Myer, MRCOG Financial Manager, said that as of April 30, 2021, there is \$13.2 million in expenditures and \$12.3 in revenues and everything is on track as it should be.</p> <p>Ms. Myer stood for questions.</p>
Tab 8	<p>Executive Director's Report</p> <p>Mr. Cave said he will present his report at the full MRCOG Board meeting which follows at 10:30 a.m.</p>
Tab 9	<p>Board Comments</p> <p>There were no questions or comments from board members.</p>
	<p>Adjournment</p> <p>The meeting adjourned at 11:00 a.m.</p>

Debbie O'Malley, Chair
MRCOG Board of Directors

Dewey V. Cave, Executive Director
MRCOG

Mid-Region Council of Governments of New Mexico

Approval of the FY21 Budget Adjustment

Action Requested: Approval of MRCOG's FY 2021 Interim Budget Adjustment.

Action Summary: The 2021 Budget was adopted on June 11, 2020, and adjusted on November 12, 2020. Subsequent to May 2021, there were additional changes in funding sources and planned expenditures that require additional adjustments to the FY21 Budget.

Background: The changes are as follows:

Local Government Planning Assistance (LPA) – increase of \$5,000 – Carry over of prior fiscal years' budget to cover current year's expenditures. There is no impact on revenues.

Policy Ramification: Approval of the budget adjustment will authorize management to spend the funding allocated as adjusted.

Financial Impact: The total 2021 authorized budgeted expenditure increased from \$16,561,142 to \$16,566,142. There is no impact on revenues.

Program Name	FY 21 Approved Budget	Budget Adjustment	
		10-14-21	FY 21 Final Budget
Expenditures:			
Regional Transportation Planning			
Unified Planning Work Program (UPWP) - FHWA	\$ 1,024,692		\$ 1,024,692
Unified Planning Work Program (UPWP) - FTA	452,828		452,828
Unified Planning Work Program (UPWP) - Other	200,000		200,000
REACH Grant - Presbyterian Complete Streets Grant	52,000		52,000
Regional Transportation Planning Organization (RPO)	106,250		106,250
Traffic Surveillance Program	400,000		400,000
Travel Time Program	475,000		475,000
Ortho Digital Photography	322,000		322,000
Cooperative ITS Project	1,271,463		1,271,463
Local Study - City of Albuquerque	117,929		117,929
SPR Funds for Planning	39,500		39,500
	-		-
Rio Metro			
Rio Metro Operations	8,034,000		8,034,000
	-		-
Economic Development			
Economic Development Administration	116,667		116,667
Agribusiness	34,346		34,346
Regional Transportation and Logistics Study	3,131		3,131
Grant Administrator for EDA Capital Grants	32,994		32,994
EDA COVID-19 Response Grant (CARES Act)	400,000		400,000
	-		-
Regional and Local Planning			
Local Government Planning Assistance (LPA)	198,000	5,000	203,000
Community Adjustment Planning Assistance (OEA Grant)	250,000		250,000
Comprehensive Plans	28,159		28,159
	-		-
Workforce Development Programs			
Workforce Investment Act (WIA) AE/FA	1,449,183		1,449,183
TechHire Program	350,000		350,000
	-		-
General Fund			
Capital Outlay	235,000		235,000
Professional Services	18,000		18,000
Operating Costs	75,000		75,000
Lease	45,000		45,000
Overhead in excess of indirect cost allocation	830,000		830,000
	-		-
TOTAL EXPENDITURES	\$ 16,561,142	\$ 5,000	\$ 16,566,142
Sources of Funds/Revenues:			
Federal	\$ 4,263,537		4,263,537
State	99,000		99,000
Local	9,683,183		9,683,183
Other	723,684		723,684
Membership Dues	571,851		571,851
Lease	45,000		45,000
Indirect cost allocation in excess of overhead	-		-
	-		-
TOTAL REVENUES	\$ 15,386,255	\$ -	\$ 15,386,255
Revenues over (under) expenditures	\$ (1,174,887)	\$ (5,000)	\$ (1,179,887)
Beginning Fund Balance	1,596,601		1,596,601
Ending Fund Balance	\$ 421,714	\$ (5,000)	\$ 416,714

Mid-Region Council of Governments of New Mexico

Approval of the FY22 Budget Adjustment

Action Requested: Approval of MRCOG's FY 2022 Interim Budget Adjustment.

Action Summary: The 2022 Budget was adopted on June 10, 2021. Subsequent to June 2021, there were additional changes in funding sources and planned expenditures that require additional adjustments to the FY22 Budget.

Background: The changes are as follows:

Workforce Investment Act (WIA) AE/FA – decrease of \$28,339 – The adjustment is to update the budget to agree to the contract between WCCNM and MRCOG. There is also a decrease of \$28,339 to Local Revenues.

One-Stop Operator – increase of \$169,353 – In prior fiscal years, the One-Stop Operator contract was included in the AE/FA contract. This year, One-Stop Operator contract will be budgeted and tracked separately. There is also an increase of \$169,353 to Federal Revenues.

Service Provider Adult and Dislocated Workers – increase of \$1,517,140, – MRCOG/WCCNM was awarded the contract from NMDWS to run the Adult & Dislocated Workers program in the Central Region under Workforce Investment and Opportunities Act (WIOA). MRCOG/WCCNM will take over the contract from SER beginning August 28, 2021. The budget increase represents 10 months of personnel costs for 2021. There is also an increase of \$1,517,140 to Federal Revenues.

Policy Ramification: Approval of the budget adjustment will authorize management to spend the funding allocated as adjusted.

Financial Impact: The total 2022 authorized budgeted expenditures increased from \$14,852,572 to \$16,510,726. Total 2022 budgeted revenues increased from \$14,824,686 to \$16,482,840.

MRCOG BUDGET 2022

Budget adjustment worksheet

Tab 6

Program Name	FY 22 Approved Budget	Budget Adjustment	
		10-14-21	FY 22 Final Budget
Expenditures:			
Regional Transportation Planning			
Unified Planning Work Program (UPWP) - FHWA	\$ 1,077,460		\$ 1,077,460
Unified Planning Work Program (UPWP) - FTA	580,234		580,234
Unified Planning Work Program (UPWP) - Rio Metro	398,896		398,896
REACH Grant - Presbyterian Complete Streets Grant	52,000		52,000
Regional Transportation Planning Organization (RPO)	106,250		106,250
Traffic Surveillance Program	407,719		407,719
Travel Time Program	277,227		277,227
Ortho Digital Photography	480,418		480,418
Cooperative ITS Project	765,269		765,269
Local Study - City of Albuquerque	117,929		117,929
SPR Funds for Planning	-		-
Rio Metro			
Rio Metro Operations	8,275,020		8,275,020
Economic Development			
Economic Development Administration	116,667		116,667
Regional Transportation and Logistics Study	3,131		3,131
Grant Administrator for EDA Capital Grants	29,174		29,174
EDA COVID-19 Response Grant (CARES Act)	339,836		339,836
Regional and Local Planning			
Local Government Planning Assistance (LPA)	198,000		198,000
Comprehensive Plans	28,159		28,159
Workforce Development Programs			
Workforce Investment Act (WIA) AE/FA	1,449,183	(28,339)	1,420,844
One-Stop Operator		169,353	169,353
Service Provider Adult & Dislocated Workers		1,517,140	1,517,140
General Fund			
Capital Outlay	50,000		50,000
Professional Services	25,000		25,000
Operating Costs	75,000		75,000
Overhead in excess of indirect cost allocation	-		-
TOTAL EXPENDITURES	\$ 14,852,572	\$ 1,658,154	\$ 16,510,726
Sources of Funds/Revenues:			
Federal	\$ 3,148,489	\$ 1,686,493	4,834,982
State	99,000		99,000
Local	10,123,099	(28,339)	10,094,760
Other	770,234		770,234
Membership Dues	583,864		583,864
Lease	-		-
Indirect cost allocation in excess of overhead	100,000		100,000
TOTAL REVENUES	\$ 14,824,686	\$ 1,658,154	\$ 16,482,840
Revenues over (under) expenditures	\$ (27,886)	\$ -	\$ (27,886)
Beginning Fund Balance	785,348		785,348
Ending Fund Balance	\$ 757,462	\$ -	\$ 757,462

Mid-Region Council of Governments
Board Financial Report
as of June 30, 2021

Tab 7

Program Name	FY21 Approved Budget	Expenditures as of 6/30/21	Final balances at 6/30/21	% Expended at 6/30/21
Expenditures:				
Regional Transportation Planning				
Unified Planning Work Program (UPWP) - FHWA	\$ 1,024,692	872,953	151,739	85%
Unified Planning Work Program (UPWP) - FTA	452,828	273,481	179,347	60%
Unified Planning Work Program (UPWP) - Rio Metro	200,000	132,034	67,966	66%
REACH Grant - Presbyterian Complete Streets Grant	52,000	49,514	2,486	95%
Regional Transportation Planning Organization (RPO)	106,250	98,161	8,089	92%
Traffic Surveillance Program	400,000	376,505	23,495	94%
Travel Time Program	475,000	273,420	201,580	58%
Ortho Digital Photography	322,000	60,706	261,294	19%
Cooperative ITS Project	1,271,463	388,399	883,064	31%
SPR Funds for Planning	\$ 39,500	39,500	-	100%
Local Study-Taylor Ranch/Golf Course	\$ 117,929	28,716	89,213	24%
Rio Metro				
Rio Metro Operations	8,034,000	7,706,052	327,948	96%
Economic Development				
Economic Development Administration	116,667	91,926	24,741	79%
Agribusiness	34,346	1,687	32,659	5%
Regional Transportation and Logistics Study	3,131	-	3,131	0%
Grant Administrator for EDA Capital Grants	32,994	3,657	29,337	11%
EDA COVID-19 Response Grant (CARES Act)	400,000	85,453	314,547	21%
Regional and Local Planning				
Local Government Planning Assistance (LPA)	203,000	201,627	1,373	99%
Community Adjustment Planning Assistance (OEA Grant)	250,000	71,565	178,435	29%
Comprehensive Plans	28,159	13,061	15,098	0%
Workforce Development Programs				
Workforce Investment Act (WIA) AE/FA	1,449,183	1,277,580	171,603	88%
TechHire Program	350,000	143,648	206,352	41%
General Fund				
Capital Outlay	235,000	7,921	227,079	3%
Professional Services	18,000	18,000	-	100%
Operating Costs	75,000	51,648	23,352	69%
Lease	45,000	30,147	14,853	67%
Overhead in excess of indirect cost allocation	830,000	698,375	131,625	84%
TOTAL EXPENDITURES	\$ 16,566,142	\$ 12,995,736	\$ 3,570,406	
Sources of Funds/Revenues:				
Federal	\$ 4,263,537	3,615,641	647,896	85%
State	99,000	144,390	(45,390)	146%
Local	9,683,183	7,838,086	1,845,097	81%
Other	723,684	131,062	592,622	18%
Membership Dues	571,851	555,077	16,774	97%
Lease	45,000	30,147	14,853	67%
Indirect cost allocation in excess of overhead	-	-	-	0%
TOTAL REVENUES	\$ 15,386,255	\$ 12,314,403	\$ 3,071,852	
Revenues over (under) expenditures	\$ (1,179,887)	\$ (681,333)		
Beginning Fund Balance	\$ 1,596,601	\$ 1,596,601		
Ending Fund Balance	\$ 416,714	\$ 915,268		

¹ % year elapsed -100%

**Mid-Region Council of Governments
Board Financial Report
as of September 30, 2021**

Tab 7

Program Name	FY22 Approved Budget	Expenditures as of 9/30/21	Projected amounts through 6/30/22	Projected balances at 6/30/22	% Expended at 9/30/21
Expenditures:					
Regional Transportation Planning					
Unified Planning Work Program (UPWP) - FHWA	\$ 1,077,460	185,139	740,556	336,904	17%
Unified Planning Work Program (UPWP) - FTA	580,234	103,588	414,352	165,882	18%
Unified Planning Work Program (UPWP) - Rio Metro	398,896	130,835	398,896	-	33%
REACH Grant - Presbyterian Complete Streets Grant	52,000	11,859	47,436	4,564	23%
Regional Transportation Planning Organization (RPO)	106,250	16,370	65,480	40,770	15%
Traffic Surveillance Program	407,719	87,252	349,008	58,711	21%
Travel Time Program	277,227	51,575	206,300	70,927	19%
Ortho Digital Photography	480,418	-	-	480,418	0%
Cooperative ITS Project	765,269	-	-	765,269	0%
City of Albuquerque-Golf Course/Taylor Ranch Study	117,929	61,945	117,929	-	53%
Rio Metro					
Rio Metro Operations	8,275,020	1,908,629	7,634,516	640,504	23%
Economic Development					
Economic Development Administration	116,667	27,785	111,140	5,527	24%
Regional Transportation and Logistics Study	3,131	-	-	3,131	0%
Grant Administrator for EDA Capital Grants	29,174	1,904	7,616	21,558	7%
EDA COVID-19 Response Grant (CARES Act)	339,836	13,830	55,320	284,516	4%
Regional and Local Planning					
Local Government Planning Assistance (LPA) Comprehensive Plans	198,000	26,662	106,648	91,352	13%
	28,159	4,303	17,212	10,947	0%
Workforce Development Programs					
Workforce Investment Act (WIA) AE/FA	1,420,844	324,123	1,296,492	124,352	23%
One-Stop Operator	169,353	27,308	109,232	60,121	16%
Service Provider Adult & Dislocated Workers	1,517,140	58,921	235,684	1,281,456	4%
General Fund					
Capital Outlay	50,000	-	-	50,000	0%
Professional Services	25,000	7,500	25,000	-	30%
Operating Costs	75,000	2,318	9,272	65,728	3%
Overhead in excess of indirect cost allocation	-	-	-	-	0%
TOTAL EXPENDITURES	\$ 16,510,726	\$ 3,051,846	\$ 11,948,089	\$ 4,562,637	
Sources of Funds/Revenues:					
Federal	\$ 4,834,982	496,605	1,986,422	2,848,560	10%
State	99,000	13,331	53,324	45,676	13%
Local	10,094,760	2,363,587	9,329,904	764,856	23%
Other	770,234	68,152	142,757	627,477	9%
Membership Dues	583,864	581,505	581,505	2,359	100%
Indirect cost allocation in excess of overhead	100,000	(68,029)	50,000	50,000	0%
TOTAL REVENUES	\$ 16,482,840	\$ 3,455,151	\$ 12,143,912	\$ 4,338,928	
Revenues over (under) expenditures	\$ (27,886)	\$ 403,305	\$ 195,823		
Beginning Fund Balance	\$ 785,348	\$ 785,348	\$ 785,348		
Ending Fund Balance	\$ 757,462	\$ 1,999,906	\$ 1,792,424		

¹ % year elapsed - 25%