CALL TO ORDER:

A regular meeting of the North Central Regional Transit District Board was called to order on the above date by Mayor Dan Barrone, Chair, at 9:00 a.m. at the Jim West Regional Transit Center, Española, New Mexico.

1. Roll Call

Ms. Trujillo called the roll and it indicated the presence of a quorum as follows:

<table>
<thead>
<tr>
<th>Members Present:</th>
<th>Elected Members</th>
<th>Alternate Designees</th>
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<tbody>
<tr>
<td>Los Alamos County</td>
<td>Councilor Antonio Maggiore</td>
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<tr>
<td>Rio Arriba County</td>
<td>Absent</td>
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<tr>
<td>Taos County</td>
<td></td>
<td>Mgr. Leandro Cordova</td>
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<tr>
<td>Town of Taos</td>
<td>Mayor Dan Barrone, Chair</td>
<td></td>
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<tr>
<td>Santa Fe County</td>
<td>Absent</td>
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<tr>
<td>Nambé Pueblo</td>
<td></td>
<td>Mr. Marcus López</td>
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<td>Ohkay Owingeh</td>
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<td>Mr. Ben Luján</td>
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<td>Pojoaque Pueblo</td>
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<td>Councilwoman Anna Sanchez</td>
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<td>Santa Clara Pueblo</td>
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<td>Ms. Mary Lou Valério</td>
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<td>City of Santa Fe</td>
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<td>Mr. Keith Wilson</td>
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<td>San Ildefonso Pueblo</td>
<td>Ms. Lillian Garcia [Telephonically]</td>
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<tr>
<td>Tesuque Pueblo</td>
<td>Fmr. Gov Charles Dorame</td>
<td></td>
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</tbody>
</table>
City of Española | Councilor Tim Salazar
---|---
Town of Edgewood | Absent
Rio Metro (ex officio) | Ms. Elizabeth Carter

Staff Members Present
Mr. Anthony J. Mortillaro, Executive Director
Ms. Jackie Trujillo, Executive Assistant
Mr. Troy Bingham, Finance Director
Mr. Peter Dwyer, Legal Counsel
Ms. Delilah Garcia, Transit and Facilities Operations Director
Mr. Jim Nagle, Public Information Officer
Ms. Dora Anaya, HR Director

Others Present
Ray Matthews, Santa Fe County
Thomas Martinez, Santa Fe Trails
Carl Boaz, Stenographer
Austin Fisher, Rio Grande Sun

2. INTRODUCTIONS
Everyone present introduced themselves.

3. Pledge of Allegiance

4. Moment of Silence

5. APPROVAL OF AGENDA

Councilor Salazar moved to approve the Agenda as amended, deleting item A from the agenda. Mr. Luján seconded the motion and it passed by unanimous (10-0) roll call vote with City of Española, Los Alamos County, Nambe Pueblo, Ohkay Owingeh, Pojoaque Pueblo, San Ildefonso Pueblo, City of Santa Fe, Santa Clara Pueblo, Taos County, Town of Taos voting in favor and none against. Tesuque Pueblo was not present for the vote.

6. APPROVAL OF MINUTES 6 June 2, 2017

Councilor Maggiore moved to approve the minutes of June 2, 2017 as presented. Chair Barrone seconded the motion and it passed by unanimous (10-0) roll call vote with City of Española, Los Alamos County, Nambe Pueblo, Ohkay Owingeh, Pojoaque Pueblo, San Ildefonso Pueblo, City of Santa Fe, Santa Clara Pueblo, Taos County, and Town of Taos voting in favor and none against. Tesuque Pueblo was not present for the vote.
7. PUBLIC COMMENTS

There were no public comments.

PRESENTATION ITEMS:

B. Years of Service Awards

Chair Barrone spoke to the gratitude for longevity of employees.

Mr. Mortillaro recognized Peter Dwyer for his long history with the NCRTD - for 8 years as the contract Counsel and now an employee for one year as Staff Attorney.

Chair Barrone read the certificate for one-year service as Staff Attorney for NCRTD and congratulated him.

ACTION ITEMS:

C. Discussion and Consideration of Adoption of Resolution No. 2017-22 Adopting the FY 18 Service Plans from the City of Santa Fe and Los Alamos County and acknowledging the Service Plan from the County of Santa Fe

Mr. Mortillaro reminded the Board this an action each year. Financial policies provide for an allocation of GRT to member entities operating their own transit system. Los Alamos and Santa Fe adopted service plans for the fiscal year and Santa Fe County adopted one as well so they can communicate their desires to RTD Board. The County requested routes which Mr. Mortillaro listed.

Charles Dorame arrived at 9:15.

Mr. Mortillaro said the funding allocation this year is about $43,000 more than last year, based on the adopted formula.

Chair Barrone clarified that Staff recommended for Santa Fe County to undertake the review of requested routes but not until we update our service plan. The 5-year service plan looks at all routes and how they connect system-wide.

Mr. Ray Matthews spoke to the County Service Plan which came from the Board of County Commissioners at the annual meeting when they approved the plans.

Chair Barrone moved to approve Resolution No. 2017-22 Adopting the FY 18 Service Plans from the City of Santa Fe and Los Alamos County and acknowledging the Service Plan from the County of Santa Fe. Mr. Wilson seconded the motion and it passed by (10-0-1) roll call vote with City of
Española, Los Alamos County, Nambé Pueblo, Ohkay Owingeh, Pojoaque Pueblo, San Ildefonso Pueblo, City of Santa Fe, Santa Clara Pueblo, Taos County, and Town of Taos voting in favor and none against. Tesuque Pueblo abstained from the vote.

D. Discussion and Consideration of Resolution No. 2017-23 Disposal and Donation of Obsolete Fleet

Mr. Mortillaro reminded the Board that this is Mr. Bingham’s last meeting.

Mr. Bingham presented the report starting on page 13. Eleven buses are going out of service and 14 buses were purchased. One is a commuter vehicle. He explained that they were not able to get the grant for the needed new engine. One of the vehicles has 281,000 miles and the engine won’t run in the winter.

The Disposal Committee made the decisions after review and their decision was unanimous.

The bus purchased by Santa Clara Pueblo will be returned to them.

Chair Barrone added that emails were sent to all members if anyone wanted to have any of them.

Mr. Bingham said he did not receive any responses and the deadline is today so they will be sold at auction.

Gov. Dorame moved to approve Resolution No. 2017-23 Disposal and Donation of Obsolete Fleet. Councilor Salazar seconded the motion and it passed by unanimous (11-0) roll call vote with City of Española, Los Alamos County, Nambé Pueblo, Ohkay Owingeh, Pojoaque Pueblo, San Ildefonso Pueblo, City of Santa Fe, Santa Clara Pueblo, Taos County, Town of Taos and Tesuque Pueblo voting in favor and none against.

E. Discussion and Consideration of Resolution No. 2017-24 Changes to Financial Policy #6 Investment Policy and FY 2018 Investment Strategy

Mr. Mortillaro said the request for these changes went through the Finance Subcommittee and is recommended by them.

Mr. Bingham referred the Board to page 34 which has a matrix with current the strategy and the proposed strategy. It involves keeping $850,000 in checking instead of $1.2 million. The District has funds available within 24 hours not in checking and those earn 75-80 bps and that is not needed to be in the pool so the District would put more into brokered CDs that earn 1.45 bps. The maximum amount is $240,000 in any single account. So there is no risk of loss. He explained that the return on local CDs has not kept up with the market so he recommended moving all but the Guadalupe FCU account which gives 100 bps. The rest are 40-80 bps.

For liquidity, this strategy would keep less in checking and have one CD expiring every month. The best CDs are about 18 months but he proposed 24 months with one expiring each month. So the average
maturity would increase to 18 months instead of the current average of 8 months. This just maximizes management of our money and it would produce at least $4,000 per year, if adopted.

Page 36 and page 41 show the change in policy. The maturity is the only change proposed to match the maturity of the portfolio.

Councilor Maggiore said adverse effects would be on a larger scale.

Mr. Bingham explained that local banks give good liquidity but much lower returns. Arizona and Texas offer better rates than New Mexico.

Councilor Maggiore moved Resolution No. 2017-24 Changes to Financial Policy #6 Investment Policy. Mr. Lujan seconded the motion and it passed by unanimous (11-0) roll call vote with City of Española, Los Alamos County, Nambé Pueblo, Ohkay Owingeh, Pojoaque Pueblo, San Ildefonso Pueblo, City of Santa Fe, Santa Clara Pueblo, Taos County, Town of Taos and Tesuque Pueblo voting in favor and none against.

Councilor Maggiore moved to adopt Resolution No. 2017-24 - FY 2018 Investment Strategy. Ms. Valerio seconded the motion and it passed by unanimous (11-0) roll call vote with City of Española, Los Alamos County, Nambé Pueblo, Ohkay Owingeh, Pojoaque Pueblo, San Ildefonso Pueblo, City of Santa Fe, Santa Clara Pueblo, Taos County, Town of Taos and Tesuque Pueblo voting in favor and none against.

Chair Barrone thanked Mr. Bingham for his service to the District and wished him well.

Mr. Bingham thanked the Board and Staff for the two years he was here and for their consideration.

F. Discussion and Consideration of Resolution No. 2017-25 Adopting Lost Property Policy

Mr. Mortillaro explained that the District has a lost property protocol but it has not been an adopted policy.

Mr. Dwyer said this is an issue for any transit entity. He encouraged Ms. Carter to comment on Rio Metro's policy. The Finders-Keepers practice is not the law. When we find lost property - we try to hold it for them unless too dangerous or no value. In the policy, he divided it into categories of hazardous materials or trash. Weapons found are turned over to Law Enforcement; animals go to the humane society or animal shelter. Evidence for legal proceedings are documented by cameras and would be kept for legal defense or for law enforcement work. We make a record and log the property and store it at least 30 days but probably up to six months. Then it can be auctioned if we can’t get rid of it otherwise.

Mr. Cordova asked what about proceeds from property disposal. At Taos County, we have to hold on to it and eventually, it goes to the State.

Mr. Dwyer said the proceeds would go into the general fund and might be used for employee
recognition events. The proceeds would not go to those who lost property, who would have to come and claim it or we will get rid of it so we would not plan to return money or property after six months.

Ms. Valerio asked if there are current items that are unclaimed.

Ms. Garcia agreed and gave some examples.

Ms. Carter said Rio Metro has a similar policy. They log the property and wait for people to claim them. The City of Albuquerque partners with Esperanza on their buses.

Councilor Maggiore asked about the puppy that was found on the bus.

Mr. Dwyer wasn’t sure but thought it went to a private home.

Mr. Lujan moved to adopt Resolution No. 2017-25 Adopting Lost Property Policy. Councilor Maggiore seconded the motion and it passed by unanimous (11-0) roll call vote with City of Española, Los Alamos County, Nambé Pueblo, Ohkay Owingeh, Pojoaque Pueblo, San Ildefonso Pueblo, City of Santa Fe, Santa Clara Pueblo, Taos County, Town of Taos and Tesuque Pueblo voting in favor and none against.

DISCUSSION ITEMS:

G. Financial Report for May 2017

Mr. Bingham reviewed the Financial Report for May 2017 which began in the packet on page 52. He explained the situation with Los Alamos. The District owes them $180. A credit was applied and was to be offset but only the credit was applied. They will let the District float for the month because they didn’t receive anything either. He anticipated about $290,000 for April and May. The year-to-date total is $398,000 less than the previous year and is problematic. Federal grant revenue has not been reimbursed yet with a 30-day stall on payback.

He said the District can stay within budgeted expenses for the year. Overall, expenses exceeded the budget for overtime and efforts are being made to reduce overtime. Building maintenance went over budget and vehicle maintenance went a little over. Administrative expenses are well below budget; Operations are at 83%, and Capital expenses, at $8.9 million, is the highest of any year.

There were no questions about the Financial Report.

H. Finance Subcommittee Report

Mr. Cordova said the Board has already gone over what was considered at the meeting.

I. Tribal Subcommittee Report:
Gov. Dorame reported the Tribal Subcommittee met in Ohkay Owingeh and were fed well and had a good discussion on transportation there.

Mr. Mortillaro said the subcommittee reports will be in the next packet.

J. Executive Report and Comments from the Executive Director:

1) Executive Report for June 2017

Mr. Mortillaro referred Board members to his report in the packet.

2) Performance Measures for May 2017

3) Ridership Report for May 2017

Ms. Garcia reviewed the performance and ridership pages in the packet.

She mentioned two commendations for the month and no complaints on para-transit; one incident was reported.

Councilor Maggiore noticed on page 100 that costs per trip appeared to be $5 up. He asked what accounts for that.

Ms. Garcia said it was because school was out for the summer.

Mr. Mortillaro commented regarding the visitors from Moreno Valley at Angel Fire from last month. Staff met with them in Angel Fire and provided a price quote for service during the school year at $157,000 and $105,000 for a vehicle acquisition.

He also reported on the status of the consolidation study. It has been extended to September 15. They will meet next week to finalize Task #3 and then authorize release of the draft with public meetings in each city council district in Santa Fe. We anticipate then going back to assess the feedback and finalize the report and make recommendations to each body.

MISCELLANEOUS

Mr. Mortillaro announced the District will participate in the Española Fiesta parade this Sunday.

The District provided transportation for the Association of Counties meeting in Taos.

Mr. Cordova thanked the RTD for that. It was a successful event and the District made it a great and safe event. He heard nothing but compliments for everything.

Councilor Salazar invited everyone to Fiestas this weekend.
Chair Barrone invited everyone to the Pow wow in Taos this weekend.

Ms. Carter announced the opening of the Zia Station last week. She said they have an opportunity for up to $3.6 million in grant funds for the Rail Runner. The deadline is December 2018.

Councilwoman Sanchez announced the Festival in Pojoaque at the end of the month.

ADJOURN
Mr. Wilson/Councilor Maggiore to adjourn at 10:15 (no roll call).

Mr. Wilson moved to adjourn the meeting. Councilor Maggiore seconded the motion and it passed by unanimous voice vote.

The meeting was adjourned at 11:18 am.

NEXT BOARD MEETING: August 4, 2017 at 9:00 a.m.

Attest:

Dennis Tim Salazar, Secretary

Submitted by:

Carl Boaz for Carl G. Boaz, Inc.