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 9:09 a.m. at the Jim West Regional Transit Center, Española, New Mexico.

1. Roll Call

Mr. Dahlquist called the roll and it indicated the presence of a quorum as follows:

<table>
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<tr>
<th>Members Present:</th>
<th>Elected Members</th>
<th>Alternate Designees</th>
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<tr>
<td>Village of Chama</td>
<td>Councilor Scott Flury</td>
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<td>Town of Edgewood</td>
<td>Councilor Linda Holle</td>
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<td>City of Española</td>
<td>Councilor Dennis Tim Salazar</td>
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<td>Los Alamos County</td>
<td>Councilor Antonio Maggiore</td>
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<td>Nambé Pueblo</td>
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<td>Mr. Marcus López</td>
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<td>Ohkay Owingeh</td>
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<td>Pojoaque Pueblo</td>
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<td>Rio Arriba County</td>
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<td>Manager Tomás Campos</td>
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<td>San Ildefonso Pueblo</td>
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<td>Ms. Lillian Garcia</td>
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<tr>
<td>Santa Clara Pueblo</td>
<td>Absent</td>
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City of Santa Fe  |  Councilor Carol Romero-Wirth  
Santa Fe County |  Commissioner Ed Moreno  
Town of Taos    |  Mayor Dan Barrone  
Taos County     |  Commissioner Jim Fambro  
Taos Ski Valley Village | Mayor Christof Brownell  
Tesoque Pueblo  |  Absent  
Rio Metro (ex officio) |  Elizabeth Carter  

**Staff Members Present**
Mr. Anthony J. Mortillaro, Executive Director  
Mr. Stephen Dahlquist, Executive Assistant  
Ms. Stacey McGuire, Projects and Grants Specialist  
Mr. Hector Ordoñez, Finance Director  
Mr. Peter Dwyer, Legal Counsel  
Ms. Delilah Garcia, Transit and Facilities Operations Director  
Mr. Jim Nagle, Public Information Officer  

**Others Present**
Keith Wilson, City of Santa Fe  
Carl Boaz, Stenographer  

2. **INTRODUCTIONS**

No introductions were made.

3. **PLEDGE OF ALLEGIANCE**

4. **MOMENT OF SILENCE**

5. **APPROVAL OF AGENDA**

Commissioner Fambro moved to approve the Agenda as presented. Commissioner Moreno seconded the motion and it passed by unanimous (10-0) roll call vote with Village of Chama, Town of Edgewood, City of Española, Rio Arriba County, San Ildefonso Pueblo, City of Santa Fe, Santa Fe County, Taos County, Town of Taos, and Village of Taos Ski Valley, voting in favor and none against. Tesuque Pueblo, Ohkay Owingeh Pueblo, Santa Clara Pueblo and Pojoaque Pueblo were not present for the vote.
6. APPROVAL OF MINUTES – March 1, 2019

Councilor Flury moved to approve the minutes of March 1, 2018 as presented. Councilor Salazar seconded the motion and it passed by unanimous (10-0) roll call vote with Village of Taos Ski Valley, Village of Chama, Town of Edgewood, Los Alamos County, City of Española, Rio Arriba County, San Ildefonso Pueblo, City of Santa Fe, Santa Fe County, Taos County and Town of Taos voting in favor and none against. Tesuque Pueblo, Ohkay Owingeh Pueblo, Santa Clara Pueblo and Pojoaque Pueblo were not present for the vote.

7. PUBLIC COMMENTS

There were no public comments.

PRESENTATION ITEMS

A. New Mexico Transit Association 2019 Bus Rodeo Winners

Chairman Barrone and Mr. Mortillaro presented the first and third place rodeo winners, Keith Dalrymple (1st) and Rachel Vargas (3rd) who received awards. He noted that Mr. Dalrymple also won first place at the rodeo last year and will be going to the National Transit Association Rodeo in Palm Springs. He placed tenth last year in the National competition.

B. Marketing Efforts and Strategic Planning

Mr. Mortillaro noted this is an annual presentation of Staff’s efforts during the year. They will also talk about upcoming marketing for the next fiscal year and would like the Board’s input. He turned the floor over to Mr. Nagle for the presentation.

Mr. Jim Nagle gave a PowerPoint presentation and provided the web site information: 
Www.RidethBlueBus.com / Www.NCRTD.org . The website allows visitors to plan their trip from start to finish and includes maps and schedules and Twitter feed is directly embedded into the homepage.

- There have been over 63k website visitors with traffic up 25%; mobile visitors have increased to 58% and a continued drop in desktop visitors, now 36%.
- They are active in Facebook, Instagram, Twitter, and are building a YouTube with the addition of new videos.
• Print Ads are in major markets and special issues with additional advertising in the Albuquerque Journal North edition. The Winter Guide had a full-page advertisement promoting the Rail Runner and Mountain Trail in partnership with the Rio Metro. Additional publications are the Albuquerque Journal, Santa Fe Reporter, Green Fire Times, Round the Roundhouse, Chama Valley Times, Jicarilla Chieftain and Rio Arriba County Fair. Guest Life New Mexico is new this year and is distributed in hotels throughout the State for the year and for the first time, in the Taos News.
• Digital Advertising has continued in the Los Alamos Daily Post, Taos News online and Santa Fe online and radio advertising in the community and this year in Outlaw Country.
• Video Billboard Display is a two-minute advertising with over 4k people who viewed the video and a 15 second promotion runs throughout Santa Fe, Los Alamos, and this year in the Town of Taos and Taos Ski Valley.
• The plan was started with a voter survey of who to target and a public education campaign launched with Griffin and Associates. An Op-Ed program in letters to the editor had a big impact and 10 feature stories appeared in newspapers; radio interviews in all four markets.
• Speaking interviews were done by Councilor Romero-Wirth, Mr. Mortillaro and Mr. Dwyer and he did 20 speaking engagements and presentations to city councils, county commissions, chambers of commerce, League of Women Voters, etc. to share the RTD and their benefit to the community.
• Mr. Nagle acknowledged his partner Cara who shared the work with him.
• There were bus wraps that included RTD and Santa Fe Trails buses.
• The result was the election was won by 74% - 17% higher than in 2008.
• Annual Report, CAFR, Budget Book, Quick Facts, Mid-year Progress, Schedule Brochures and Blue Bus Times.
• They had great collaboration with the Town of Taos and the Village of Taos Ski Valley Chamber was amazing in getting the word out to their membership and distribution of the schedules, and the Ski Resort website supported them.

Community events were listed:
• New this year was a campaign called the New Normal Life - an anti-opioid campaign in Espanola with shuttle service provided to the event.
• Bike to Work week in Santa Fe
• Dump the Pump
• DOT Wellness Fair, Department of Health, and Santa Clara Pueblo Halloween event.
• This year they will participate in El Dorado’s Earth Day and there has been discussion about hosting an event in May for the Lowriders.
• Community Outreach, including career and job fairs.
• Mr. Nagle plans to speak at the various clubs and serving on the Rio Arriba County Health Council.
• Chambers of Commerce.
• Special Shuttle Services
Coming events include a 2019 Ridership Program; Adopt a Shelter Art Program; April 25 is Get on Board for Public Transit that will replace Dump the Pump Day with over 100 public transit agencies who will participate; a promotion of why people ride public transportation with occasional video that includes conversation with a passenger.

Mr. Nagle stood for questions and indicated he was open to their suggestions.

Councilor Flury thanked Mr. Nagle for his incredible presentation and all that he is doing. He asked if the billboards had not been effective or were cost prohibitive.

Mr. Nagle replied they are good and have been done in the past. On several occasions they had a billboard on Highway 285 near Pojoaque, and it was a good area and they are not opposed to doing that again. Some of the money in that budget was put into the video billboard to see if they have any impact.

Councilor Romero-Wirth said the presentation was interesting to see how much they are doing. She suggested in trying to increase social media engagements they should mention in the print advertising how to find them on Facebook, Instagram, Twitter, etc. Young people, especially, get a lot of their news from, those.

She suggested Why I Ride would be perfect for Instagram with a video and snippets of people talking about why they ride.

Mr. Nagle agreed that was an excellent suggestion.

Councilor Romero-Wirth asked about the stops of the Night Rider bus.

Mr. Nagle explained that was a pilot program last winter to coincide with the TSV green route between the Town and Village of Taos from the third weekend in December to the fourth weekend in March. It made stops at hotels, the plaza and went to the ski valley and back. The Village was instrumental in making that happen for visitors as well as people in town.

Councilor Romero-Wirth was not aware of that, but suggested he also consider advertising that route next winter in Santa Fe in the Pasatiempo, or something similar. A large Santa Fe population goes to Taos and there are many second home owners in the Valley that would be interested in that ride. She encouraged the route be branched out to take advantage of Santa Fe interest in what is offered by the Town of Taos also, not just the Ski Valley.

Mr. Mortillaro asked about ridership on the night route during the season which was 22 total days of service, with 293 passenger trips running only Fridays and Saturdays for four hours. When the TSV green ended, the Night Rider took over until 10 pm.
Mr. Mortillaro stated they would be debriefing the Village, Town and Corporation and discussing if they want to expand the service. Based on ridership they might want to do that.

Councilor Romero-Wirth thought that would be important, especially Saturday night when people wanted to go for a drink and have a safe ride home.

Commissioner Moreno asked what was happening in Red River and Questa regarding the routes.

Mr. Nagle said there are no plans for other routes in that area, but they provide routes to Questa with a transfer to Red River and good service to the ski areas.

Ms. McGuire added they have had preliminary fact-finding discussions to look outside of the four-county service area and expects that will be looked at again this fall. There has been interest in an Enchanted Circle loop and the potential to provide service, but funding would need to be identified and they would need partners. It could be five to seven years out, but there is interest.

Mayor Christof Brownell thought if his people could see the schedule easier. It would help ridership to have signs up in the Village.

Mr. Nagle explained they do have an app but until it is a permanent route it would not be listed. It is a pilot phase, but the MyStop app shows the routes, bus arrival and departure from each stop and the Village Chamber created and distributed among their members a map using the RTD map, that highlights restaurants along the routes.

Mr. Mortillaro added they are also exploring electronic bulletin boards at Santa Fe and TSV ski areas that will display the arrival and departure times of the buses and possibly the departure points as well. They will be exploring that in the next budget cycle.

He said a lot of effort is generated to get the word out. He thanked Jim Nagle and Cara because they are a small team with a limited budget, and this takes a lot of work every year.

He added that there have been requests to build a low rider Blue Bus and they may be looking for someone to help with that.

C. Radio Communications Infrastructure Analysis and Recommended Improvements

Mr. Mortillaro explained Obsidian Consulting was contracted to undertake the project. The system currently is very basic but has grown exponentially throughout the four-
county area. There are areas where there is no communication and extremely important for that to be available because of some long routes with few services.

The study is to identify their baseline and how communication can be improved in the gap areas. He asked Ms. Garcia to introduce the Obsidian representative.

Ms. Garcia noted that a study in 2017 showed how far they reached and the lack of communication for operators. They put MDT’s in the buses to communicate with those in the event of an emergency so they could send text messages through mobile terminals. They have a close eye on the routes they have no communication with, as well as evaluating communication within the local areas.

There are some gaps locally and with the build out of the dispatch operation where inconsistencies are and how to improve the system.

Ms. Garcia introduced Bert Rushford with Obsidian who had a PowerPoint presentation and their packets include multiple reports of deficiencies in communication and recommendations.

Mr. Rushford explained the report summarizes three previous reports and he would walk them through the outline of the last report.

Councilor Romero-Wirth asked if the recommendations were the latest and greatest, because communication technology seemed to change. She asked how they know they would be using their dollars wisely.

Mr. Rushford noted that the report with the cost estimates has 3 options, depending on the budget. The high tier solution is the most expensive, the P-25, a digital standard that has evolved since 1993. He was one of the engineers who put the standards together. The P-25 has evolved to be the standard for public safety communications. The advantage being the digital signal generated is very clear, good, audio quality and a perception of a larger coverage area. It is also the standard that most public safety agencies are adopting and if the buses had P-25 radios they could communicate with other public safety agencies. The City of Santa Fe is working toward converting to that system.

The other advantage of P-25 is that federal grant opportunities are greater. They are more willing to give funds to a P-25 capable or P-25 ready system.

Mr. Rushford explained in the higher tier solution they also developed a network using the existing land-mobile radio tower sites to co-locate equipment that RTD might place there. They also leverage microwave paths for a homogeneous coverage area and a bus traveling through the route sends audio signals back and rebroadcast the best signal to all of the sites. They have selected five sites that would be required for RTD
coverage, including new service areas up in Farmington, etc.

The next is a mid-tier solution that can be operated either as an analog or P-25 but would not have centralized receiver capability. The radio listens to a beacon when in the coverage area and sends the strongest signal back to the repeater site only. That audio is then sent by microwave to the other sites and rebroadcast. A disadvantage of the system is between coverage sites, the signal selected might not always be the best.

The cost difference is about $150k between the high and mid-tier. To answer the question, P-25 is the leading-edge system and would be good for many years.

Councilor Romero-Wirth asked if true that analog systems are being phased out.

Mr. Rushford said it is true and there are a couple of reasons. One is that for the user, digital systems sound better, and the audio quality is stunning. Another reason is that analog paths use more bandwidth to send the audio and digital signals can be narrower bandwidth. The FCC is pressuring for everything to go digital.

Councilor Romero-Wirth added another issue is the system should be reliable, given the area RTD covers and is critical from the safety perspective that they can rely on their communication.

Mr. Rushford agreed. He said he is been doing this for 30 years and was with Motorola for 23 years and with an independent consulting company for the last nine years and worked with the State of New Mexico representing the Department of Public Safety on DOIT for new systems. They may be able to use existing infrastructure that would also reduce cost.

Mr. Rushford said the robustness of the system is solid and why they recommend the most expensive, the P-25 system.

Chair Barrone asked if this would address the many dead spots in the north and the repeaters, have constantly failed.

Mr. Rushford indicated the apparent coverage concerns were addressed in their system design. Five sites were selected to address those concerns: Pajarito (existing) would require some upgrade; the TSV should never have been used - the Touch Me Not to the east gets Angel Fire, Red River and the road into the town of Taos and could be used on the south mesa; San Antonio Mountain is a great site; Rabbit covers the gap between Dulce and Farmington (El Vado could be a substitute); and South Mesa gets Farmington. At some point they would want to discuss Pajarito to see if Los Alamos County would allow RTD equipment in their shelter. All of these sites currently exist and are owned by the State.

He indicated a disadvantage in cost is to get where the voting receiver is from Pajarito
into the State of New Mexico FCC digital microwave network. There could be a path off Cerrillos Road that would add about $20k but is the best way. They also upgraded the Espanola and Taos dispatch centers with an IP dispatch network, so they need only one control station. The IP allows desktop consoles where they want access and without that, they would need a control station at every dispatch location.

A mid-tier solution is the bus would lock onto the beacon with the strongest signal. That is not necessarily the one it would transmit back on and audio is only sent to one site and then rebroadcast.

Councilor Maggiore questioned if the equipment should be placed on existing sites.

Mr. Rushford indicated all of the sites selected are owned by the State of New Mexico and serviced by the Department of Information Technology.

Councilor Maggiore indicated the more expensive system talked about additional engineering work. He asked the cost and if RTD could maintain the maintenance and upkeep on their own.

Mr. Rushford explained the system would need some new frequencies and to put those onto another site would require a study to ensure it would not interfere with existing equipment and new equipment added. A feasibility study would be a waste of money until they know the frequencies and if the State would agree.

An estimated cost for assessment for single frequency is about $1,500 and ensures the system power, etc. from a maintenance perspective. The mobile radios would all be replaced, and operator training would be valuable for a person doing the diagnostics, etc. The radios would only need to be maintained about once every year or two and the current radios should be maintained twice a year. He strongly recommended a preventative maintenance contract for infrastructure once a year but having someone on staff was not necessary.

Ms. Garcia indicated the vendors who installed radios in vehicles and at dispatch sites had been hard to communicate with and undependable. NCRTD found it difficult to find someone to diagnose their site and if a new system is approved this would be done through an RFP to ensure the system would last long-term.

Mr. Rushford strongly recommended an RFP for this type of solution and discounts can sometimes be better than 30% on mobiles and well worth the effort. Also, he would bid as a high-tier P-25 system and request alternate solutions. The Voting Receiver technology described can handle up to 64 sites and be good for years and can be upgraded to additional sites.

They have also proposed that the mobile radios have a vote scan feature that listens
and selects the best mobile radio site.

He reviewed the cost estimates and explained the reason for the specifications suggested.

Councilor Romero-Wirth confirmed it would be a one-time expense for someone to look the system over. She asked if outside of their budget and they had to phase items, if that would be possible, or is everything required at once for a “robust system”.

Ms. Garcia said as part of the proposal they also asked for resources for grant opportunities and should be able to tap federal funds.

Mr. Rushford noted that Homeland Security has quite a few grants specific to bus transit later this year and they could start with replacing their current radios, put in mountaintop repeaters and ensure connection, and then add the voting receiver. The biggest cost is always mobiles and portables. The cost estimate he gave is full list price and they priced the radios with the P-25 software, but they could be set up for analog initially and then flipped to P-25.

Ms. Garcia stated they are replacing vehicles and as part of capital outlay funding, the cost of the radio is included in the replacement cost of the vehicle.

Councilor Romero-Wirth asked if the grant opportunities tend to be for infrastructure or equipment. She was told generally they cover both.

Mr. Rushford explained why the antenna at TSV is not adequate for a radio signal and the installation is inadequate.

Mr. Mortillaro asked if the $900 per month was per site, or all five sites. He was told it was an estimate and based on $75 per month for co-locating equipment and $75 per month for one digital channel; i.e. 150 x 5 per month. Currently they pay $6k a year.

Mr. Rushford explained they should build a brand-new shelter at the TSV with the right grounding because so much is wrong with the site and it lacks access in the winter. Pajarito by comparison is easier to get to the shelter. The best he has seen is the shelter at Los Alamos Laboratory.

Mr. Mortillaro said this will be included in the budget proposal for fiscal year 2020, but he was not sure if it would include all of the system or a first step to make fixes while pursuing grant and other opportunities.

Commissioner Fambro pointed out the backbone communication is vital and would recommend finding a way to purchase the higher-end system.

Ms. Garcia agreed. They could also look at the sites and how to save additional funds,
like using existing that is viable. In some cases, DPS is replacing their VHS systems with 700 MHz P-25 so there is leg work they could do to reduce the cost.

Mr. Rushford replied he had seen bids come down even more than GSA pricing when Tate and others are bidding.

Councilor Romero-Wirth encouraged also looking at funding at the state level as well.

D. Village of Angel Fire Request for Transit Service

Ms. McGuire stated Roger Lainman and Fred Weir were present to request service between Angel Fire and the Town of Taos.

Roger Lainman stated he was the Village Counselor for Angel Fire and they have worked on this for some time. They are hoping this is the next piece to complete the puzzle around the Enchanted Circle. The district is supported by an imposed 1/8% GRT tax by the County and they have a big tourism site, but they are not sure they will get the support from Colfax County. Therefore, Angel Fire is requesting to participate in the 5311 DOT rural transportation agreement contingent upon receiving grant funding.

Mr. Lainman said if successful, Angel Fire will cover the first quarter of operating cost until October 1 in the amount of $45,000. Almost everyone at the table has been asked to support the Taos Airlines and Angel Fire resort has committed $10k to the Airlines but committed $15,000 to the bus because they believe it important for the resort, the employees and for tourism.

They have the first Vietnam Veterans Memorial in Moreno Valley and music from Angel Fire through Taos and northern New Mexico; many kids in the community are through the park-and-ride in Taos, on the TSV teams. This is very important to bring to northern New Mexico.

Ms. McGuire explained to further expand, they have discussed a one-year pilot project that would operate 7 days a week with 3 roundtrips a day between Angel Fire and the Town of Taos. The morning trip would provide access to school, opportunities in Angel Fire for people in Taos, teachers living in Taos but working in Angel Fire could commute, and vice versa. This would expand the opportunities for economic development by providing a midday trip of flow between the two areas whether to experience tourism, visit a medical facility, grocery shopping, etc. that is currently not available in Angel Fire. The third trip of the day would provider commuter service and a full day opportunity for people in Taos to experience the beauty of Angel Fire for a day and then return.
The Village is willing to commit full operating cost from October 1 through July 30, at which time, if NMDOT awards funding for a one-year pilot, that would come into play.

New Mexico Transit and Rail and NMDOT have authorized them to update the currently submitted FY20 5311 application to include that and requested the board direct staff to do so. The Village commitment from July through September would be contingent upon a DOT 5311 award. The cost is estimated about $175,000 annually and NCRTD is willing to commit an existing vehicle to operate the pilot. If the pilot becomes permanent, the Village is willing and committed to providing the vehicles in a local match component.

They expect NCRTD would partner money in the 5311 application with the Village for capital at an 80/20 split on a vehicle if they get to that.

Roger Lainman indicated he has been working with Ms. McGuire for a couple of years and this needs to happen in northern New Mexico. The service provided by NCRTD is invaluable.

Ms. McGuire said if the 5311 is awarded, Angel Fire has committed to a 50-50 local match and if the award is less than the request amount, they would look either at the Village funding the gap or adjusting service levels to decrease the cost.

Ms. McGuire thought this a great opportunity to expand the service area and provide service to people who have no other option and is a positive contribution.

Manager Campos asked if Colfax County did not cooperate, could they have a special tax.

Mr. Lainman explained they could not. They would have to have Colfax supporting them and is something they seldom do and a reason why they are willing to do this alone and take the first quarter.

Mr. Dwyer explained the statutes that create regional transit districts state that they could create a geographical district over a number of counties where the tax is assessed, but their service could extend beyond that, which is what they do. The difficult question is how to fund routes outside core areas.

This proposed today that the four counties in the district would not be funding service outside the district and would be responsible for making their own match. The cost would be borne under contract arrangement with Angel Fire.

He thought they would likely see in coming years a request to go outside of Santa Fe County to Pecos, etc. and there would be more requests. They can continue to work through a contract, but a larger expansion would be a bigger undertaking.
Mr. Mortillaro thought that Manager Campos was getting at the legislative amendment of the statute that allows taxing for a city, opposed to the whole county.

Mr. Dwyer explained the original version of the Act in 2004 included both a municipal and a county taxing authority but the municipal was removed.

There has been interest. There has also been discussion of the NCRTD to present to them and Colfax County stated they would like services, including going to Raton. He said if NCRTD would be ready for that, then possibly the RTPO board would be a good opportunity to give a presentation and see what they are interested in now, and in the future. Angel Fire is a good start, but it could become a domino effect.

Mr. Lainman said the Village of Angel Fire is willing to go it alone and that could open the door. The problem is Colfax is one of the largest counties in the state and getting everyone to vote would be difficult, but it could be done.

Chair Barrone addressed Councilor Salazar stating that he and staff and the Mayors of Angel Fire and Eagles Nest have discussed this. This have been presented and Ms. McGuire has been there two or three times and the representative from Colfax was not very responsive about taking information back to the board regarding a countywide tax.

This is a good start and shows buy-in by Angel Fire and Eagles Nest might want to look at this and it might show the rest of the county that this works. The meetings have happened, and this is a great start.

He added that NCRTD is able to do this and is a great opportunity especially to people out of Angel Fire, especially for people to go to Taos.

Councilor Romero-Wirth understood the reluctance to engage in legislature but encouraged a few strategic conversations with key legislators, or for staff to have a two-prong strategy to get a sense of pros and cons.

Mr. Mortillaro stated he has an understanding with the RTDs that no one goes forward trying to make legislative changes unless discussed by everyone because it impacts them all. He would want to talk with them first. He has discussed with Rio Metro some changes they would like and there are changes the district would like considered. He could test those waters.

Mr. Dwyer stated he was not adverse, going to the legislature and seeking changes but would need the board’s direction.

Councilor Romero-Wirth confirmed this was not a request for funding other than providing a bus.
Ms. McGuire said that was correct. They would submit an amended 5311 application to include this pilot request. The 5311 is federal rural transit funding and once a route becomes permanent becomes an ongoing funding source with an annual application and an assessment of all transit provider recipients. Should this move to permanent they would request funds to support the operations, and the Village would be responsible for the local match and commit to a vehicle purchase.

That agreement would be formalized through contract given the direction of the board.

Councilor Romero-Wirth wanted to understand the capacity NCRTD has to do this within current funding and with staff capacity, and if they continue to grow what would be necessary to meet all of those needs.

Mayor Brownell said if the route is successful, this could open the door to an Enchanted Circle route.

Ms. McGuire replied that the bigger picture was that two buses would run in two routes in different directions. She wanted to present an alternative for those who cannot look while driving. She would be supportive if they could align funding, of starting with a pilot to see if they can succeed.

The District also has plans to create a gateway at the corner of New Mexico 150 and US 64. They need to maximize the beauty of New Mexico and one way to do that is through a tourism route through the Enchanted Circle. There is room to grow but they need to identify funding for future expansion.

Councilor Romero-Wirth encouraged Ms. McGuire to contact the state outdoor office of recreation because there are state resources aimed at that and there may be funding opportunities.

PUBLIC HEARINGS:

There were no public hearings.

ACTION ITEMS:

E. Discussion and Consideration of Resolution No. 2019-14 Directing the North Central Regional Transit District Staff in Contract with Angel Fire to Provide Public Transit Services

Chair Barrone moved, seconded by Commissioner Fambro to approve Resolution #2019-14.
Councilor Salazar voiced his support for the resolution but thought they should cautiously move forward because of current staffing and finances. This could bring the entire county under the NCRTD and he thought they are not ready for that.

The motion passed by unanimous (12-0) roll call vote with City of Santa Fe, Santa Fe County, Taos County, Town of Taos, Village of Taos Ski Valley, Village of Chama, Town of Edgewood, City of Española, Los Alamos County, Pueblo of Nambe, Rio Arriba County, and San Ildefonso Pueblo voting in favor and none against. Tesuque Pueblo, Ohkay Owingeh, Santa Clara and Pojoaque Pueblo were not present for the vote.

F. Discussion and consideration of Resolution No. 2019-15 Adoption of a Resolution to Adjust Budgeted Revenue and Expenses for Fiscal Year 2019

Mr. Ordoñez explained the adjustment to the budget was related to capital expenditure projects and unexpected increases in contracts. They will be moved to the following fiscal year.

He indicated the increase in budget is $64,971 for ADA; $80k for 5 bus shelters and $211k for purchase of land.

Decreases are: $751k in the Finance Department related to facility final design project; $108k in local match revenue related to technical improvement projects.

The final budget amount, if approved by the board is $12,967,234.

Manager Campos moved, seconded by Councilor Salazar, to approve Resolution No. 2019-15 to adjust budgeted revenue and expenses for Fiscal Year 2019. The motion passed by unanimous (13-0) roll call vote with San Ildefonso Pueblo, City of Santa Fe, Santa Fe County, Taos County and Town of Taos, Village of Taos Ski Valley, , Village of Chama, Town of Edgewood, City of Española, Los Alamos County, Nambe Pueblo and Rio Arriba County, voting in favor and none against. Tesuque Pueblo, Ohkay Owingeh Pueblo, Santa Clara Pueblo and Pojoaque Pueblo were not present for the vote.

G. Discussion and Consideration of Resolution No. 19-16 Authorizing the Acquisition of 3.355 Acres of Land Known as Lot 10B Silkey Way

Mr. Mortillaro reminded members that only elected officials can vote. The Pueblo of San Ildefonso appointed their Lieutenant Governor, Christopher Moquino, as the elected official of the Pueblo on the board for the vote, and then Mr. Stephen Martinez
will replace him after the vote.

Mr. Mortillaro expressed his appreciation for that effort to ensure the board had the sufficient number of elected officials to vote on the item.

He added as discussed in March, this is an opportunity to purchase 3 acres needed for the headquarters office. He was authorized to proceed with negotiations and Pendleton appraisers was obtained for a preliminary value estimate, which is $180k for the entire parcel or about, $53,641 per acre. Parties have agreed to $177k ($53k per acre) and Mr. Dwyer will review the transaction documents should the board approve.

A phase 1 environmental assessment was done in 2009, when the board looked at acquiring the property. Also, they learned it will come with water rights of approximately 9-acre feet and that will be finalized once the acquisition of the property is finalized.

Mr. Dwyer reviewed the acquisition legalities and informed them the board is not subject to state law on the purchase. They will pursue the water rights and may have to go through the successor interests.

Councilor Romero Wirth asked if certain there no contamination is at the site. She was told a phase 1 environmental assessment was done in 2008.

She asked how the appraiser was selected and if they were confident in his appraisal. Mr. Dwyer explained he received a series of names that he gave to Mr. Mortillaro.

Mr. Mortillaro added it was coincidence that the appraiser also worked with the district when they acquired the current site and the adjoining 7 acres. The formal appraisal is attached, and the buyer was on the same page.

Councilor Salazar asked about the owners and Mr. Dwyer replied.

Councilor Maggiore confirmed this brought the total land back to 10 acres.

**Councilor Maggiore moved to approve, seconded by Commissioner Fambro, to approve Resolution No. 19-16 Authorizing the Acquisition of 3.355 Acres of Land Known as Lot 10B Silkey Way. The motion passed by unanimous roll call vote (10-0) of elected officials for San Ildefonso, City of Santa Fe, Santa Fe County, Taos County, Town of Taos, Village of Taos Ski Valley, Village of Chama, Town of Edgewood, City of Española, and Los Alamos County. Nambé Pueblo was not eligible to vote, Tesuque Pueblo, Ohkay Owingeh Pueblo, Santa Clara Pueblo and Pojoaque Pueblo were not present for the vote.**
DISCUSSION ITEMS

H. Discussion and Direction Regarding a Code of Conduct Policy – Draft

Mr. Mortillaro indicated this was discussed in October and November 2018 with the Finance Committee. Staff held off until the Statewide vote on the constitutional amendment and the legislative session bills regarding the State Ethics Commission. Staff thought the board might provide direction, and if they agree, have a code of conduct.

He yielded the floor to Mr. Dwyer to provide further comments.

Mr. Dwyer explained state regulated ethics by a board was strongly supported and passed in the legislature. The bill that passed, SB 668 created a statewide ethics, regulatory but cities, counties and local districts are not covered. The bill states they would review the bill in four years, but Staff thought they would present an opportunity to the board for ethics regulation.

The board does not have to do this if they feel it unnecessary. Existing laws do regulate ethical conduct, but there is just no enforcement or uniform system. Staff believes the advantage of having an ethics rule is everything is in one place.

Mr. Dwyer stated he wrapped the mission statement and professional conduct requirements into a single policy and is aware these are controversial. The legislature had a lot of discussion to come to a compromise before the law passed, and they will abide by the existing laws if the board thought this unnecessary. Staff is well aware of the laws and regulations that currently exist.

The board has only one mandatory ethics regulation, which is an annual certifying they have no conflicts of interest.

Mr. Dwyer noted the code of conduct regulations he passed out where the board could not vote on things that would make them money. The more stringent standard for Staff is to ensure no conflict between their duties to the organization and outside actions, or perception of such.

He highlighted controversial issues such as gambling; drugs and alcohol; weapons (the finance committee does not want the appearance of an armed operator in the bus); gifts and favors; political activity; travel; confidentiality; books and record retention and preservation; outside employment and hiring and contracting.

He did not include this as an action item because he would like board feedback.

Councilor Romero-Wirth said she had asked the City of Santa Fe Attorney to review
this. This gets complicated because many board members are elected officials and she has concerns about what might not work in that capacity. She wanted to meet with the city attorney to better understand and recommended others also do that. She, as a liaison to the City of Santa Fe and as a City Councilor, is very much under a code of conduct and is not sure the NCRTD should impose something on top of that.

Councillor Maggiore, Commissioner Moreno, and Councillor Flury also agreed.

Mr. Dwyer said if they bring back a version for board approval, he would make clear the rules apply only to Staff and would remove conflict of interest for Board members.

Councillor Romero-Wirth suggested also discussing via phone.

Mr. Mortillaro asked on page 192 regarding hiring and contracting a board member as Staff, if that would be removed as well.

Mr. Dwyer said it is not a conflict other than when voting on issues that affect salaries.

Mr. Mortillaro explained City board members have applied for positions that had made him and staff uncomfortable.

Councillor Romero-Wirth suggested looking at how other districts handle that.

Mr. Mortillaro indicated this would be brought back for approval as applicable to Staff only, and with section 24 clarified.

Mr. Dwyer explained they have tried to completely separate any political considerations for hiring for directors, etc.

I. Review of February 2019 Financial Summary

Mr. Ordoñez reported on the financial summary. The budget is at 66.6% and revenues received at $7,816,000, about 2 million more than last year.

Expenditures are at $6,048,595, $125k less than spent last year.

He highlighted variances: Federal grants increased $667k more; $187k more on 5311 C member contributions; a decrease of $423k in local match; $64k more in miscellaneous revenues; salaries at $75k and more than prior years; contributions to other agencies are $150k less; fuel expenditures about $27k more.

He reviewed GRT revenues received of $760,890 in February and was more than budgeted. County GRT revenue: Los Alamos increased; Rio Arriba decreased; Santa
Fe County increased; Taos County increased.

Rent revenues were reviewed for February which is more than the prior year and more than budgeted.

Expenditures by category were reviewed: Administrative decreased $1,900; Operating expenses increased $518k, and there were no capital expenses

J. Finance Subcommittee Report

Mr. Mortillaro stated there has not been a meeting in two months and they did fill the positions.

K. Tribal Subcommittee Report

Mr. Mortillaro there have been no meetings and are planning one in April.

L. Sustainability Subcommittee Report

Mr. Mortillaro there have been no meetings, as they meet quarterly.

M. Executive Report and Comments from the Executive Director.

The Village of Questa will hold a public hearing April 23, regarding joining the NCRTD and he was asked to attend. The board may have an action item to consider in the May or June meeting.

They have agreed to a settlement of the appeal of property to the south. The developer agreed to build a 7-foot high block wall along the property line from the front to the back to mitigate fumes and debris. They have also provided a letter from the engineer regarding the effectiveness of the wall to mitigate fumes going into the air intakes. The agreement is being finalized and the appeal at the city will be withdrawn.

Chair Barrone indicated the performance and ridership reports were in the binder.

Mr. Mortillaro added that paratransit was condensed and questions could be answered if they call Ms. Garcia.
MATTERS FROM THE BOARD

Village of Taos Ski Valley Request for Summer Pilot – Possible Board Action.

Mayor Brownell explained they are requesting a 3-month pilot program to connect the Town of Taos with the ski valley for the summer. There would be 3 routes per day, 3 days a week, on weekends.

Ms. McGuire noted she received the official request from the Village today, but it does not specify the financial aspects.

Mayor Brownell explained they had a special meeting and Council agreed to use the Lodgers’ Tax for the funding. He noted the Town of Taos had not agreed yet to pitch in.

Commissioner Fambro said they would.

Mr. Mortillaro asked the preliminary cost for the 3-month pilot.

Ms. McGuire thought it was up to $40k and the original discussions were prior to airport approval for summer service and the tie in was not factored. That should not be a problem and could be accommodated in planning.

Mr. Mortillaro noted Staff would need direction from the Board if they want to consider that, and to continue the discussion with the Village and bring forward a contract to provide service.

Councilor Maggiore moved that Ms. McGuire be directed to continue discussions and return with a contract for the board to consider. Commissioner Moreno seconded the motion.

Chair Barrone requested Ms. McGuire work with the Town of Taos staff on it.

Ms. McGuire asked for some flexibility in start dates to allow time for hiring and training someone to perform the service.

Mayor Brownell agreed.

The motion passed by unanimous (11-0) roll call vote with Village of Chama, Town of Edgewood, City of Española, Los Alamos County, Rio Arriba County, San Ildefonso Pueblo, City of Santa Fe, Santa Fe County, Taos County and Town of Taos and Village of Taos Ski Valley voting in favor and none against. Nambe Pueblo was not present for the vote.

MISCELLANEOUS
There was none.

ADJOURN

The Board meeting was adjourned upon motion by Councillor Flury, seconded by Manager Campos and unanimous vote.

The meeting was adjourned at 12:18 p.m.

NEXT BOARD MEETING: Friday, May 3, 2019 at 9:00 AM.

Approved by:

[Signature]
Daniel R. Barrone, Chair

Attest:

[Signature]
Ed Moreno, Secretary/Treasurer

Submitted by:

[Signature]
Carl Boaz for Carl G. Boaz, Inc.