North Central Regional Transit District
Board Meeting
Friday, August 3, 2018
Jim West Regional Transit Center
Española, New Mexico
9:00 a.m. - 1:00 p.m.

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

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

<table>
<thead>
<tr>
<th>MEMBERS</th>
<th>ELECTED MEMBERS</th>
<th>ALTERNATE DELEGATES</th>
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<tbody>
<tr>
<td>Town of Edgewood</td>
<td>Councilor Linda Holle</td>
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<td>Los Alamos County</td>
<td>Councilor Antonio Maggiore</td>
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<td>Rio Arriba County</td>
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<td>Santa Fe County</td>
<td>Commissioner Ed Moreno</td>
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<td>Taos County</td>
<td>Commissioner Jim Fambro</td>
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<td>Nambé Pueblo</td>
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<td>Ohkay Owingeh</td>
<td>Ms. Christy Van Buren</td>
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<td>Pojoaque Pueblo</td>
<td>Absent</td>
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<td>San Ildefonso Pueblo</td>
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<td>Ms. Lillian Garcia</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>
<td>Councilor Carol Romero-Wirth</td>
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<td>City of Española</td>
<td>Councilor Dennis Tim Salazar</td>
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<td>Town of Taos</td>
<td>Mayor Dan Barrone, Chair</td>
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<td>Tesuque Pueblo</td>
<td>Gov Charles Dorame</td>
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<td>Village of Chama</td>
<td>Councilor Scott Flurry</td>
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<td>Rio Metro</td>
<td>Ms. Elizabeth Carter</td>
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**Staff Members Present**
Mr. Anthony J. Mortillaro, Executive Director  
Ms. Delfina Hernandez, Executive Assistant  
Mr. Peter Dwyer, Legal Counsel  
Mr. Hector Ordoñez, Finance Director  
Ms. Stacey McGuire, Development Director  
Ms. Dora Anaya, HR Director  
Ms. Delilah Garcia, Transit and Facilities Operations Director  
Mr. Jim Nagle, Public Information Officer

**Others Present**
Thomas Martínez, Santa Fe Trails  
Joanie Griffin, Griffin and Associates  
Austin Fisher, Rio Grande Sun  
Carl Boaz, Stenographer

2. **INTRODUCTIONS**

Introductions were made of those in attendance.

3. **Pledge of Allegiance**

The Pledge of Allegiance was recited.

4. **Moment of Silence**

5. **APPROVAL OF AGENDA**

Commissioner Fambro moved to approve the Agenda as presented, Councilor Maggiore seconded the motion and it passed by unanimous (11-0) roll call vote with City of Española, Town of Edgewood, Los Alamos County, Ohkay Owinge, San Ildefonso Pueblo, Santa Clara Pueblo, Santa Fe County, Town of Taos, Taos County, Tesuque Pueblo, and Village of Chama voting in favor and none against.

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6. APPROVAL OF MINUTES — June 1, 2018

Councilor Salazar moved to approve the minutes of June 1, 2018 as presented. Councilor Flurry seconded the motion and it passed by unanimous (11-0) roll call vote with City of Española, Town of Edgewood, Los Alamos County, Ohkay Owingeh, San Ildefonso Pueblo, Santa Clara Pueblo, Santa Fe County, Taos County, Town of Taos, Tesuque Pueblo and Village of Chama voting in favor and none against.

7. PUBLIC COMMENTS

There were no public comments.

PRESENTATION ITEMS

A. Recognition: Above and Beyond, Safe Driver Awards Years of Service Recognition Presentation

Mr. Mortillaro acknowledged Mark Lopez for being a great representative of RTD and who has been a recipient of the award in the past and has been to the Board a number of times. Mark had volunteered to cover a shift and had encountered an accident on his way to TSV and took the initiative to help two women with their injuries until EMT arrived.

Mr. Lopez said he appreciated the recognition.

_Councilor Romero-Wirth arrived at 9:13 a.m. and Mr. López arrived at 9:16_

B. Presentation for GRT Sunset Election - Joanie Griffin

Mr. Mortillaro said Joanie Griffin is with Griffin and Associates who is helping with the District’s communication and education efforts with the general public. She will present talking points and give the Board questions and appropriate answers to respond to constituents.

He noted all four counties had approved the Election and GRT ordinances and they are on the November 6, ballot. He invited Ms. Griffin to speak.

Ms. Griffin said the Board’s help is needed to get constituents to vote to reauthorize the tax and eliminate the sunset clause. They are at the bottom of the ballot and the issue is confusing and although they anticipate all going well, they do not want to take that for granted.

Each member was given a thumb drive with a handout of Q&A (Questions and Answers) that could be printed and given to constituents or emailed to the media, their boards, organizations, etc. In addition a PowerPoint presentation is on the drive should they be inclined to do a presentation at an organization.

Also included are 11 slides with information on RTD - type of service provided, who they serve, etc. The public is unaware of the number of people transported by RTD from veterans,
seniors, disabled to people who use the bus to get to work.

The thumb drive includes a JPEG business card that can be printed and passed out and given to remind others to vote “for” on 6 November and includes a document form of the ballot.

Ads are being placed in the newspapers, starting next week and the goal is one or two a week until election day. Early voting starts October 5th, so it is time to reach out to their constituents.

Mr. Mortillaro invited Board members to call on him if they schedule a presentation and he would be happy to assist and be there to support them.

Manager Campos arrived at 9:18.

Ms. Griffin anticipates that all of the newspapers will support the reauthorization. She stressed two things are important for people to know: 1) Their taxes will not increase by voting for the reauthorization. The current tax is 1/8 of 1% (2.5 cents on every $20 dollars) and 2) This service is for everyone in northern New Mexico.

Gov. Dorame asked to meet with someone to discuss how the tax issue will affect the Indian tribes.

Mr. Dwyer explained that on tribal lands people would not pay the tax but if shopping at Walmart, etc. tribal members would pay taxes like everyone else. He is working to get a translator to translate the proclamation on the election into Spanish and in addition they will follow State statutes regarding radio announcements and that Spanish and Native American speakers are aware. He has contacted the SOS (Secretary of State) to get those in Native tribal languages and multiple translators may be required.

He offered to share the names he is given by the SOS office. This will be an extended effort and Ms. Griffin has a list of people to contact and the tribes will be involved.

Gov. Dorame noted there are seven different dialects of Native tribal language and that most polling places have Native Americans present to interpret if needed.

Mr. Mortillaro added that at the last Tribal meeting, those in attendance agreed to allow access to their monthly/biweekly publications to get the information to the Pueblos as well.

Mr. Dwyer explained that the campaign will distinguish tribes, pueblos and also nation because services are provided to the Jicarilla Apache Nation.

Gov. Dorame said an issue that involves all of the tribes, goes to a higher board called the Pueblo Council of Governors and there is a legislative interim advisory committee. The information can be shared with the Governors, so all of the pueblos get the information because not all of the tribes are members of the NCRTD Board.
Ms. Griffin pointed out her direct email is on the cover sheet and thumb drive and invited Gov. Dorame to email her with contact information and she would make sure the tribes receive it.

Chair Barrone mentioned Charlie Gonzales is a big supporter in Questa and is a newly elected official.

Ms. Griffin replied Mr. Gonzalez is already on her list, but members could contact her with the name of anyone they would like her to contact. She said she appreciated the Board’s support.

PUBLIC HEARINGS - None

ACTION ITEMS

C. Discussion and Consideration of Resolution No. 2018-22 to Approve 4th Quarter Financials for Conveyance to the New Mexico Department of Finance and Administration

Mr. Mortillaro explained this is an annual requirement by the DFA and Mr. Ordoñez would present the report and touch on financials at a high level because the same information is in the financial report. He will go into more detail at that time.

Mr. Ordoñez said the report was submitted on July 27 by the NCRTD with the approval of the pending resolution. The amounts are expected to change because they used projections. They do not know the GRT for June and anticipate it will be positive and there will be an increase in cash reserves.

Elizabeth Carter arrived at 9:28.

Mr. Ordoñez noted page 20 shows the reconciliation between the book and cash balance and what is in the bank. The adjustment column is the net revenues that have been invoiced and expenses to be billed. The adjusted balance is $7,403,585 and is the balance of the bank statement.

Page 21 is Revenues. The approved budget total revenue after adjustments is $11,638,755.

Page 22, Expenses for 4th Quarter YTD incurred and approved expense budget as of 6/30 is $10,872, 205 in expenses and the fund balance will increase $766,550.

Recently some buses were received, and grants are reimbursable, but there is a 20% contribution.

There were no questions.

Commissioner Fambro moved to approve Resolution 2018-22 adopting the Fiscal Year Final Quarter Financial Report. Councilor Salazar seconded the motion and it passed by unanimous (14-0) roll call vote with City of Española, Town of Edgewood, Los Alamos County, Ohkay Owingeh, San Ildefonso Pueblo, Santa Clara Pueblo, Santa Fe County, Taos
County, Town of Taos, Pueblo of Nambe, Rio Arriba County, Tesuque Pueblo, City of Santa Fe and Village of Chama voting in favor and none against.

D. Discussion and Consideration of Resolution No. 2018 - 23 Adopting the Fiscal Year 2019 Annual Service Plans Submitted by the City of Santa Fe and Los Alamos County and Acknowledging the Santa Fe County Transit Service Plan

Mr. Mortillaro explained finance policies require the members that are allocated regional transit GRT taxes for regional services to submit a Transit Service Plan annually that identifies the routes for which the funds will be utilized.

Los Alamos County and City of Santa Fe have adopted plans that are attached for review. Santa Fe County submits a service plan annually, although not required, to convey their desire for services within their County.

There is a big difference in this resolution with respect to prior adopted resolutions and a section has been incorporated that recognizes the LANL contract awarded to a non-profit may have impact on the degradation of the regional transit GRT. That has been reflected in the budget.

The resolution acknowledges that until the impact is known, NCRTD may not reimburse the entities for the last two quarters of FY2019 until the Board has reviewed that and provides direction to Staff regarding the final payment on the last two quarters.

That is also in the resolution adopted by the City of Santa Fe and Los Alamos County. Aside from that, the amounts provided to Atomic City Transit and Santa Fe Trails is reflected in the resolution and align with what has been adopted in the budget.

There were no questions.

Chair Barrone moved to approve Resolution 2018-23 adopting the Fiscal Year Annual Service Plans for City of Santa Fe, Los Alamos County and acknowledging the Santa Fe County Service Plan. Councillor Maggiore seconded the motion and it passed by unanimous (14-0) roll call vote with City of Española, Town of Edgewood, Los Alamos County, Ohkay Owingeh, Pueblo of Nambe, San Ildefonso Pueblo, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, Taos County, Town of Taos, Tesuque Pueblo, Rio Arriba County and Village of Chama voting in favor and none against.

E. Discussion and Consideration of Memorandum of Understanding with Taos Ski Valley

Mr. Mortillaro explained this is our 3rd year contracting with TSV to provide winter service, aka TSV Green Route that is anticipated to start December 15 and conclude about March 24, 2019. The scope of service is similar to last year with one change. They anticipated providing evening service last year but because of the late contract approval, the District was unable to recruit drivers and that portion was canceled.
They would like the District to provide evening service only on Friday and Saturday evenings this year. In addition, they are realigning the schedule to provide more service on the weekends. The Village will receive a credit of $10,387 in this year’s contract, due to the inability to provide evening service last year. They thought ridership would be down due to lack of snow, but it has increased slightly. They believe it is because more employees at the ski area are using the service. More passengers are anticipated this winter with the projection that there will be more snow.

Mr. Mortillaro stood for questions.

Commissioner Fambro moved to approve the Memorandum of Understanding (MOU) between Taos Ski Valley and NCRTD as presented. Ms. Van Buren seconded the motion.

Ms. Van Buren asked to hear more about possible reduction or elimination of the contribution and that impact on NCRTD.

Mr. Mortillaro explained that is included and is standard language in case the TSV wanted to cut back or change their contribution. He noted the TSV Board approved the contract in July and he did not anticipate a change.

Gov. Dorame asked if the Forest Service is included in the MOU.

Mr. Mortillaro replied they are not because, as he understands, the ski area is not on Forest Service land.

Chair Barrone agreed they are different than the Santa Fe Ski Area.

Commissioner Fambro noted that the State Highway and the corporate limits of TSV are the only places that RTD goes.

The motion approving the MOU passed by unanimous (14-0) roll call vote with Santa Clara Pueblo, City of Santa Fe, Santa Fe County, City of Española, Los Alamos County, Ohkay Owingeh, Village of Chama, Town of Edgewood, Pueblo of Nambe, San Ildefonso Pueblo, Taos County, Town of Taos, Tesuque Pueblo and Rio Arriba County voting in favor and none against.

F. Discussion and Consideration of Memorandum of Agreement with Taos County Regarding the Questa Village Facility

Mr. Mortillaro asked Ms. Delilah Garcia to present the three Memoranda of Agreement (MOA).

Ms. Garcia said the MOA with Taos County is for bus parking within the Village of Questa. Similar parking agreements have been brought before the Board over the last year to relocate buses from the homes of employees to central locations where routes start.

They have been doing this to gain better access and control over the equipment in the event
an employee is sick or on vacation. The bus would be picked up from the employee’s home in
the past and deadheaded to the start of the route in Taos or Española.

This MOA with Taos County is the Red River route and would be the last bus to be relocated.
The request is for approval of a long-term (10-year) agreement in which RTD will have the ability
to park two vehicles, a primary and a backup vehicle. In return, NCRTD will assist the County
with upgrades to the video surveillance equipment that provides security to equipment in the
parking area.

Chair Barrone asked if the buses are gas or diesel. He was told they are gas.

Councilor Maggiore asked if RTD would have access to the video surveillance.

Ms. Garcia replied Taos would make it available by Internet or at the site and the same is true
with the Village of Chama.

Councilor Maggiore asked if there would be room in the lot during the 10-year period for a
third vehicle; would there be flexibility.

Ms. Garcia explained the two parking spaces are sufficient at this point because there is only
one bus from that area, but the agreement could be amended if needed.

Manager Campos moved to approve the MOU with Taos County as presented, seconded
by Councilor Maggiore and the motion passed unanimously (14-0) by roll call with Rio
Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, Taos County, City
of Española, Town of Edgewood, Los Alamos County, Ohkay Owingeh, Pueblo of Nambe,
San Ildefonso Pueblo, Town of Taos, Tesuque Pueblo, and Village of Chama voting in favor
and none against.

G. Discussion and Consideration of Memorandum of Agreement with Taos County
regarding the Taos County Peñasco Facility

Ms. Delilah Garcia noted this is a very similar agreement for the 10-year period and a similar
agreement for the site was approved last winter. NCRTD has assisted with video surveillance and
only one bus leaves Peñasco and the MOA allows a primary and secondary vehicle.

Chair Barrone asked if there had been any trouble with the buses and not location.

Ms. Garcia responded there have been no problems buses and it makes it easier to continue the
agreements when they know their buses are safe.

Commissioner Fambro moved to approve the MOA with Taos County in Peñasco as
presented. Chair Barrone seconded the motion and it passed by unanimous (14-0) roll call
vote with the City of Española, Town of Edgewood, Los Alamos County, San Ildefonso
Pueblo, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, Taos County, Town of Taos,
Village of Chama Tesuque Pueblo, Pueblo of Nambe, Pueblo of Ohkay Owingeh, Rio Arriba County and voting in favor and none against.

H. Discussion and Consideration of Memorandum of Agreement with City of Santa Fe for Parking at Santa Fe Trails Operations Facility

Ms. Delilah Garcia indicated that this agreement is slightly different and has been in place for over a year. NCRTD has 5 routes in Santa Fe and multiple buses are located at two different parking spots. One is at All Aboard America and the other at NMDOT and agreements are in place with them.

It has been difficult to juggle the buses and there is limited parking in the two areas (4 spaces in All Aboard America and 2 in NMDOT). The NMDOT is a benefit that allows the Mountain Trails buses to always pull out on time.

Ms. Valério left at 9:53.

The agreement with the City of Santa Fe allows them to have up to eight buses within their fenced and gated parking facility and an ID is required to get in. Staff is looking at having the buses all at one general location. This is a two-year agreement.

Mr. Campos moved to approve the MOA with Santa Fe as presented, seconded by Councilor Romero-Wirth.

Councilor Maggiore noted language on the agenda item page that incorrectly identifies the attachment as being for Taos County instead of the City of Santa Fe.

Mr. Mortillaro added the employees also will have access to the facilities and a break room in the City of Santa Fe Transit Facility which they currently do not have at other facilities. He acknowledged his appreciation for the assistance of Manager Thomas Martinez and Keith Wilson with the City.

The motion to approve the MOA with the City of Santa Fe passed by a majority (13-0) roll call vote with Pueblo Ohkay Owingeh, Rio Arriba County, City of Santa Fe, Santa Fe County, Taos County, Town of Taos, City of Española, Town of Edgewood, Los Alamos County, Pueblo of Nambe, Santa Clara Pueblo, and Village of Chama voting in favor and none against. Tesuque Pueblo abstained. Pueblo of San Ildefonso was not present for the vote.

I. Discussion and Consideration of Resolution 2018-24 Authorizing the NCRTD Staff to Apply for Federal Funding through the FFY 2018 5339) b_ Bus and Bus Facilities Infrastructure investment for Construction of a Maintenance Facility, Vehicle Wash Bay, and Fueling Station.

Mr. Mortillaro explained this is an effort to secure additional gap funding for the maintenance facility. He asked Ms. McGuire to present the information on the grant program.
Ms. McGuire explained the cost for the construction for the maintenance facility is approximately $6 million and they were awarded $3.6 million from the program last year. NCRTD’s commitment is $900,000 local match and leaves $1.6 million gap of $1.2 million federally and $320,000 local NCRTD match.

She indicated an error of August 6 on the application date under Recommended Action should have been the earlier State deadline of July 20 and that has been submitted, but Staff seeks approval from the Board at this time.

Ms. Van Buren asked if Ms. McGuire had also submitted the 5311 application and she was told not yet.

Councilor Maggiore moved to approve Resolution 2018-24 to apply for Federal funding as presented. Councilor Salazar seconded the motion and the motion passed by majority (13-0) roll call vote with the Pueblo of Nambe, Pueblo of Ohkay Owingeh, Rio Arriba County, City of Santa Fe, Santa Fe County, Town of Taos, Taos County, Pueblo of Tesuque, Village of Chama, Town of Edgewood, City of Española, and Los Alamos County voting in favor and none against. San Ildefonso Pueblo was not present for the vote.

DISCUSSION ITEMS

J. Review of June 2018 Financial Summary

Mr. Ordoñez explained the financial summary report is for 12 months for the Fiscal Year ending June 30, 2018 and the expenses and revenues reported represent 100% of the budget, but the numbers are not final. The final numbers for the GRT’s are still unknown but are not anticipated to change drastically.

Total Revenue expected is $11,638,755 vs. $10,872,205 in Expenses. The district is expecting $766,550 more in revenues than what has been spent.

Mr. Ordoñez provided a detailed review:

Page 76 provides the current year Actual Revenues: $11,638,755 / $1,382,000 less than budgeted / $48,000 less than 2017, but higher than expected. Expenses: $10,872,205 / $2,149,000 less than budgeted / $165,000 less than the prior year. The net is a positive $766,000 difference.

Page 77 shows the Revenues by Category: Federal grants were less than anticipated because capital expenses were not incurred, and bus purchases did not materialize prior to the report. The expectation was to use $1,123,000 for research and that will not be used and instead, there will be an increase in fund balance of $766,000. GRT Revenue for the fiscal year: is $7,979,689 / $757,139 (10% more than budgeted) and 33% more than the prior year.

Revenue by county starts on page 80: Los Alamos – $1,671,297 / $316, 297 more than budgeted / $353,000 over the prior year. Rio Arriba County - $512,225 / $62,775 less than...
budgeted but consistent with prior year. Santa Fe County - $4,883,409 / $483,409 more than budgeted / $330,817 more than prior year. Taos County - $912,758 / $37,026 less than the prior fiscal year.

Grant Revenues projected is $2,633,032 / $793,734 less than budgeted / $292,000 more than the prior year. The difference is capital projects that did not occur, and contractual services linked to those.

Expenses by Category starts on page 85. Total Expenses - $10,872,205 / $2,149,512 less than budgeted / $1,220,000 than prior year. This due to decrease in salaries and benefits due to turnover and decrease in office supplies and contractual services linked to the capital expenses.

Page 86 shows Expenses by month and category 6/30/2018 year ending breakdown: Administrative Expenses = 13% or $1,390,181 of all expenses incurred or spent. Operating Expenses = 81% or $8,844,180. Capital Expenses = 6% or $637,134

Mr. Ordoñez stood for questions.

Councilor Maggiore asked (on page 87 of Administrative Expense Detail) why so much was budgeted for June.

Mr. Ordoñez explained they usually get the buses at the end of the year and approval to order the buses is in September, but they did not get as many buses as they had hoped.

K. Finance Subcommittee Report

Mr. Mortillaro noted the meeting was canceled last month due to members attending a national conference. A meeting is scheduled in August which will have the audit entrance conference and the July meeting review items.

L. Tribal Subcommittee Report

Gov. Dorame said he did not attend the meeting.

Ms. McGuire reported discussions on the allocations from the TPP formula funding and the next round of TPP discretionary funding and opportunities to open some capital purchases. The subcommittee wants to talk to representatives about the opportunities. Also they are considering augmenting TAP funding and further their ADA compliance at bus stops.

The next tentative meeting date is being considered for October 18th or 25th and Okay Owingeh is the confirmed host.

Ms. Van Buren noted a conflict to meet on the 25th of October.

The decision was made to meet 18 October and Ms. McGuire will send follow-up information.
M. Executive Report and Comments from the Executive Director

1) Executive Report for July 2018

Mr. Mortillaro asked Mr. Ordoñez to give an update on the new audit firm selected.

Mr. Ordoñez announced Axiom CPA in Albuquerque was selected for the 2018 audit and is well known. They have met several times and the experience was positive. The firm is very responsive and accommodating and has acknowledged that the expectations of the NCRTD are realistic.

Axiom will conduct the risk assessment remotely starting Monday. They will then meet with the Finance Subcommittee at an audit entrance conference and explain how they would like to conduct the audit and give findings from the preliminary audit, as well as ask about their staff and staff qualifications.

Axiom will return August 6 to review their testing and do the Single Audit testing, looking at the federal grants and federal funds and whether they were spent on the approved items. The full audit with financial statements is expected by October 15 and will allow about two and a half months to submit the CAFR for review and then present to the Board in the November meeting.

Mr. Mortillaro announced at the conclusion of the October Board meeting they anticipate the State Attorney General’s Office will conduct Government Conduct Act Compliance training. The information will be sent to other local jurisdictions to attend once Mr. Dwyer has confirmation.

Mr. Dwyer reminded the Board of his mention previously of a ballot question that would create an agency to enforce the Governmental Conduct Act. The Act has been in place for years and contains ethical requirements for all public servants and elected officials, but it has no enforcement. If the ballot question passes in November, there would be enforcement.

He thought October would be a good time to update the Board on the Act and the regulations and to put in place a code of conduct explaining the ethical constraints of working and being an elected official of NCRTD or a government organization.

Mr. Dwyer plans to have that in October and about six months ago the Attorney General agreed to do the training if they invited other members and public entities to the training to be efficient. There are additional constraints because RTD accepts State funds that he will also try to address. None of the training should be a big surprise but is worth knowing.

Mr. Mortillaro noted his meeting with the Mayor and Village manager of Village of Taos Ski Valley who are interested in summer service to the Village. Staff shared the process and that they would have their County representative submit a letter to the Board for Staff review and then bringing the request to the Board.

Ms. McGuire will work with Commissioner Fambro on the letter, but they do not anticipate...
much happening now, but would probably align well with 2020 budget discussions and the 5-year Service Plan.

He noted the Board has the 2019 budget book they had adopted, and it was on line as well.

Mr. Mortillaro informed the Board of Edgewood’s Run, Rally and Rock event this weekend and RTD would have a bus in the event.

Mr. Nagle added they would be participating in the Taos Touch a Truck and have a bus in the parade.

2) Paratransit Performance Measures, June 2018

Ms. Delilah Garcia shared the report increases and decreases:

Page 103 has Ridership for Demand Routes with 800 total; which is a decrease because kids were out of school for the summer, but in Fiscal Year 2017-2018 there were 2000 trips more than the previous fiscal year.

Page 104 reports the ADA Paratransit Trips that increased in June at 406 total trips from the previous month but decreased about 30 for the overall fiscal year.

Page 105 has Demand and ADA Operational Costs Fiscal Year 2018 – Total Operations = $338,462; Demand Operations = $23,591 and Paratransit Costs = $12,031.

Page 106 gives the Operational Costs Per Vehicle Mile increased paratransit per passenger trip = $29.23; Page 108 shows 168 cancellations; 66 late cancellations and 26 no-shows. They were early 45.67%; on time 50.21% and late 4.11%. The average trip per client was almost 17 minutes at an average of 5.9 miles.

No commendations, no complaints and no incidents were reported in June.

3) Performance Measures for June 2018

For Fixed Route Performance: Page 115 shows Overall trips = 23,730, a slight decrease from May and slightly above 2017. They increased over 5,000 passenger trips from fiscal year 2017. Page 116 reports Administrative = $159,211; Operating = $338,461; Total Expenditures = almost $500,000.

Operational cost per mile $3.09, slightly above May and per passenger trip at $14.32. Page 119 shows the Spare ratio = 37 vehicles operated during peak service with 17 spares. Average fleet age in miles = 80,333 on Page 120. On time Preventative Maintenance Inspections = 99% completed. Page 122 reported 2 minor and no major accidents. There were no commendations; no complaints and incidents are listed on page 125.

Mr. Mortillaro said security services have been budgeted for Fiscal Year 2019 and the contract
is being finalized. The pilot program will put security personnel on buses on various routes and days about 15 times a month.

4) Ridership Report for June 2018  Included above.

MATTERS FROM THE BOARD

Ms. Van Buren reported that Ohkay Owingeh was selected for an FTA audit review next week.

Mr. Mortillaro added NCRTD will undergo a biennial technical review from the NMDOT in September.

Chama Days weekend will be September 8-9 etc. with a rodeo, a parade and a special dinner train. Everyone was invited.

MISCELLANEOUS

There was none.

ADJOURNMENT

The meeting was adjourned at 10:32 a.m. on motion by Councilor Maggiore and second by Councilor Salazar.

Approved by:

[Signature]

Daniel R. Barrone, Chair

Attest:

[Signature]

Ed Moreno, Secretary

Submitted by:

[Signature]

Carl Boaz for Carl G. Boaz, Inc.

NEXT BOARD MEETING: September 7, 2018 at 9:00 a.m.