CALL TO ORDER:

A regular meeting of the North Central Regional Transit District Board was called to order on the above date by Mayor Daniel Barrone, Chair, at 9:13 a.m. at the Jim West Regional Transit Center, 1327 Riverside Drive, Española, New Mexico.

1. Pledge of Allegiance
2. Moment of Silence
3. Roll Call

Ms. Lucero 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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<tbody>
<tr>
<td>Los Alamos County</td>
<td>Mr. Philo Shelton</td>
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<td>Rio Arriba County</td>
<td>Commissioner Alex Naranjo</td>
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<td>Taos County</td>
<td>Commissioner Jim Fambro</td>
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<td>Santa Fé County</td>
<td>Commissioner Miguel Chávez</td>
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<td>Nambé Pueblo</td>
<td>Absent</td>
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<td>Pojoaque Pueblo</td>
<td>Mr. Tim Vigil [T]</td>
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<td>Ohkay Owingeh</td>
<td>Absent</td>
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<td>San Ildefonso Pueblo</td>
<td>Absent</td>
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</tbody>
</table>
Santa Clara Pueblo | Absent
---|---
Tesoque Pueblo | Gov. Charles Dorame
City of Santa Fé | Councilor Patti Bushee
City of Española | Absent
Town of Edgewood | Councilor Chuck Ring
Town of Taos | Mayor Daniel Barrone
Rio Metro (ex officio) | Ms. Elizabeth Carter

**Staff Members Present**
- Mr. Anthony J. Mortillaro, Executive Director
- Ms. Dalene Lucero, Executive Assistant
- Mr. Michael Kelly, Transit Operations Manager
- Mr. Jim Nagle, Public Information Officer
- Mr. Daniel Simon, Marketing and Communications Specialist
- Ms. Pat López, Acting Finance Director
- Mr. Gary Guirn, Fleet and Facilities Maintenance Manager
- Ms. Belen De Santiago, Transit Driver II
- Mr. Daniel Gavurinik, transit Driver III/Lead
- Mr. Joe Casias, Transit Driver I
- Mr. Juan Ortíz, Transit Driver I

**Others Present**
- Mr. Peter Dwyer, Legal Counsel
- Mr. Carl Boaz, Stenographer
- Ms. Lucia Sanchez, Rio Arriba County Planning and Zoning
- Ms. Marcy Eppler, NMDOT
- Ms. Delilah Garcia, NMDOT
- Ms. Tessa Jo Mascareñas, Santa Fe County
- Mr. Ken Smithson, Santa Fe Trails
- Mr. Gary Suiter, Mercer Group
- Ms. Holly Buck, Felsburg, Holt & Ullevig

4. **INTRODUCTIONS**

Everyone present introduced themselves to the Board and public.
5. APPROVAL OF AGENDA

Councilor Bushee moved to approve the agenda as presented. Commissioner Chávez seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Río Arriba County, Taos County, Town of Taos, Santa Fe County, Pojoaque Pueblo, Tesuque Pueblo, City of Santa Fe, City of Española and Town of Edgewood voting in favor and none against.

6. APPROVAL OF MINUTES – March 6, 2015

Commissioner Chávez moved to approve the minutes of March 6, 2015 as submitted. Commissioner Fambro seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Río Arriba County, Taos County, Town of Taos, Santa Fe County, Pojoaque Pueblo, Tesuque Pueblo, City of Santa Fe, City of Española and Town of Edgewood voting in favor and none against.

7. PUBLIC COMMENTS

There were no speakers from the public.

PRESENTATION ITEMS

A. Presentation of Employee Anniversaries

Mr. Mortillaro recognized four of the employees who have reached their five-year anniversary.

Chair Barrone said it is a great opportunity to honor these staff members. They presented Ms. Belen De Santiago, Mr. Juan Ortiz, Mr. Daniel Gavumik and Mr. Joe Casias with 5-year service wards.

The awardees briefly thanked the Board.

B. Presentation and Discussion of Long Range Transit Service Plan – Results of the Public Workshops and Surveys, Vision and Mission Statements and prioritization of Goals and Objectives.

Mr. Mortillaro noted this is the 3rd discussion on this topic. He briefly reviewed the results thus far and what the Board has discussed and the issues that came forward in light of the Mission Statement and Visions Statements.

Ms. Holly Euck thanked him for the great description of their review. She briefly recapped the previous meetings. The workshop scheduled for January was moved to February with four regional workshops in February. Their Goal is to wrap up in early June with a draft report. Out of those, the strengths identified...
were the CEO and staff, the Board, Financial stability, strong partnerships, affordable responsive service. Challenges are funding, the GRT vote in 2023, low density with large service area, and keeping service affordable. For the future: express services, bus rapid transit, focus on needs of the 4-county area, evaluate impacts of expansion vs. high benefits of transit: reduced pollution, improved public health, better community health, increased household income, more efficient land use and more cost-efficient economic development.

The Key Finding Summary is that the region is not fully capturing non-mobility benefits. Land use plans generally don’t factor in existing or future transit. The preliminary near-term recommendations are to work with local jurisdictions to update land use and regulation codes and to ensure growth patterns are supportive of high quality, cost effective transit.

The four February public workshops had 44 attendees and took place in Taos, Española, Los Alamos and Santa Fé. Rosemary Romero will do another workshop on April 22 at the Jm West Center.

What the consultants heard from the workshops and surveys were: system preservation, mobility and acceptability - more tourism activities like Bandelier, Angel Fire and ski areas, cial a ride, weekend service and evening service during the week, high quality bus stops, elimination of barriers for students to attend school, coordinate with partner entities and other organizations like Uber and other transit services, take over the Chili Line, use of alternative fuels, WiFi, tourism, and provide enough information to navigate the system.

Commissioner Fambro appreciated seeing the Angel Fire presence.

Gov. Dorame emphasized the inclusion of Cochiti Pueblo.

Mr. Suiter went through an exercise to revise the Mission Statement. He read the current version of it as “The mission of the NCRTD is to provide high-quality, safe and effective public transportation to residents and visitors within North Central New Mexico in order to enhance quality of life and spur economic development throughout the region.

Commissioner Chávez was looking for something like employment opportunity. We want to get people to and from work efficiently. Chair Barrone suggested “at little or no cost to consumers” to be added to that statement.

Mr. Suiter suggested adding cost before effective. Another suggestion was “accessible.”

Councilor Ring pointed out that it isn’t free; it is paid by the taxpayers.

Mr. Suiter asked if the changes would come back to the Board and Mr. Mortillaro agreed.

Mr. Suiter then helped the Board through revisions for the Vision Statements. He had garnered aspirations for the NCRTD from many sources. He shared some Vision Statement options.

Option 1. To provide industry-leading transportation services that connect communities and increase...
social and economic value;

Option 2. To be a leading-edge transportation provider that is a steward of social, cultural, environmental and economic resources for the betterment of our region.

Councilor Bushee suggested a merged statement from both options.

Option 3. To be the leading rural public transportation organization that connects communities and enables cultural, environmental, social and economic opportunities for the betterment of our region.

Option 4. To be the leading rural public transportation organization that increases cultural, environmental, social, and economic values of the communities that we connect for the betterment of our region.

The Goals and Objectives were not included in the packet. Instead, they were listed on poster board and board members indicated their preferences by placing dots on the board.

Ms. Buck said the consultants will be developing long range budget and long range scenarios in the future and identify the funding gap if GRT is not increased in the future. Next time, they will have a draft document for the Board to consider and hopefully, it will be a guide for decisions in the future. In the list of 13 on the board, there were four, identified as 1, 2, 5 and 7 were the highest ones chosen.

ACTION ITEMS FOR APPROVAL/DISCUSSION

C. Discussion and Consideration of Potential Chile Line Opportunity

Mr. Mortillaro said he had the opportunity to work with the Town of Taos on a couple of items incorporated into the short-range service plan. The issue was whether to exchange those routes that overlapped. In early February they entered into an agreement to make the exchange. It was also an opportunity to look at consolidation of services for both entities if there was benefit in doing it.

He discussed it with the Finance Subcommittee and they recommended that the Board consider consolidation. On March 24, the Town of Taos Council met and discussed it and voted unanimously to pursue it with NORTD and consider also an MOA for fleet maintenance. District staff also met with NMDOT for their concerns. DOT looks favorably on this consolidation. It is reflected in the Inter-Governmental Contract which was how it was done with Española & Rio Arriba County at the time they were subsidizing transit at $270,000 annually.

Page 43 in the Board Packet showed the evaluation summary of consolidation, service implications, staffing and resources, fares, physical assets, customer service, financial implications - representation, timeline, etc. There appeared to be no downside to the Town of Taos nor for the District but there were a number of benefits which he mentioned. It would give access to facilities in Taos for bus parking; a larger employee base for more flexibility to deal with employee sicknesses; less overtime; elimination of some redundancies and an opportunity to reconfigure routes for more effective use of resources.
He referred to page 47 for the financial analysis. He acknowledged that it would depend on revenues generated and provided high and low estimates based on cost allocation methodology. He clarified that at present, Taos gets no GRT from RTD operations there.

He recalled that in 2008 the Board encouraged the Town of Taos to join the RTD but in some ways taking advantage of GRT. If the District takes their transit services over, probably $50,000 would need to be allocated from GRT to do so. There are lots of benefits that would accrue to the District. There would be no downside for the employees. Most of them would realize an increase in pay. Benefits are on par. They would serve a six-month probationary period and go through the District’s training program. This would not make any substantial changes in the first year of operation.

Mr. Kelly looked forward to the possibility of having employees in that area of operations and felt it could bring more vitality in the area. He supported the plan.

Commissioner Fambro commented that at Rosemary Romero’s meeting in Taos, the Taos Pueblo indicated it wanted more services but Taos can’t do that because they are located outside the city limits. So this would allow them to meet that need. There is some redundancy like the hospital route and also the future of the app. Taos would never have that capacity. Those don’t show up in numbers but it would serve residents better. The Taos Pueblo would give land for an added stop. So it is a win-win proposition.

Commissioner Chávez said the staff recommendation is before the Board and suggested discussing the evaluation summary and provide the staff direction to proceed and establish a maintenance agreement for consideration at the May meeting. He asked if that was the action we are looking for and not the full agreement.

Mr. Mortillaro agreed. Staff will come back with a consolidation agreement without budget. It would memorialize the ingredients of the agreement and how long it would last. And if it doesn’t work out, what the residue might be. If employees come over, they should not lose their seniority but Taos would have to reimburse the District for accrued leave time. There were several issues to be determined.

Commissioner Fambro moved to authorize staff to proceed as indicated and bring the agreement for consideration at the May meeting. Commissioner Chávez seconded the motion.

Gov. Dorame commended Taos for their outreach to the Taos Pueblo and ask staff to talk to the Pueblo about it.

Chair Barrone assured him that Ms. McGuire was already at work on that. He and Commissioner Fambro anc have a good understanding how that can be done.

The motion passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Taos County, Town of Taos, Santa Fe County, Pojoaque Pueblo, Tesuque Pueblo, City of Santa Fe, City of Española and Town of Edgewood voting in favor and none against.
Commissioner Fambro authorized Mr. Mortillaro to speak on his behalf because he will be down south.

D. Discussion and Consideration of Ski Santa Fe Service Request

Mr. Mortillaro reported they have been working on the request for a route to the Ski Santa Fe and now have the parties on board. The contributors include the Ski Area ($15,000 plus a $5 lift ticket discount to riders), City of Santa Fe ($25,172), Santa Fe County ($25,172) and Rio Metro ($15,000). The NCRTD would contribute $15,000 GRT and provide a District vehicle ($25,000 value). Page 53 showed the 8 month service with a leased vehicle for 12 months. Operating the route with funds for marketing would cost $172,000 including the leased vehicles. It is unknown if sponsorships could be accomplished. If it all aligns correctly and Board approves the lease, the District could have a surplus as a backstop. If sponsorships don’t happen, the worst case would be a deficit of $9,500. Ridership could make up the deficiency but that couldn’t be known until it starts.

He said they had a good meeting with the Ski Area. They also had a meeting with Tesuque Pueblo and Nambe Pueblo and presented the document shown on page 58 that addressed concerns they raised regarding the service. The proposed visitor education would try to address those pueblo concerns but the arrangement might not have allayed the Pueblo concerns.

Mr. Mortillaro didn’t have the route details yet but they would be fine tuning that detail.

Mr. Dwyer said the pilot project is subject to change.

Councilor Bushee thought they could get sponsorships. She was interested to make sure about helping kids get there for ski lessons.

Councilor Bushee moved to approve the route as Staff recommended. Councilor Naranjo seconded the motion.

Commissioner Chávez asked that the motion reference the RTD commitment and if the District uses its own 4-wheel drive and a lease or first the leased vehicle and the District’s vehicle as backup.

Councilor Bushee agreed.

Commissioner Chávez noted that in making a commitment to the pueblos, there are other issues so he asked Councilor Bushee to make the motion a commitment on those other issues to the Pueblos for water shed, forest management, etc. Councilor Bushee agreed and it passed by majority (7-1) roll call vote with Los Alamos County, Rio Arriba County, Taos County, Town of Taos, Santa Fe County, City of Santa Fe, City of Española and Town of Edgewood voting in favor and Tesuque Pueblo against. Pojoaque Pueblo was not present for the vote.

Governor Dorame briefly explained his vote.
Commissioner Fambro noted that in his affirmative vote, he also respected Tesuque’s values.

Chair Barrone thanked Gov. Dorame for his statement and promised to work together on those issues.

E. Discussion and consideration of 5311 and State Capital Outlay Bus Purchase

Mr. Kelly reported that the District desires to purchase the remaining bus which is an 18 passenger, LPG bus, for $94,577 using 5311 and State Capital Outlay. And the staff desires to purchase the remaining two buses, utilizing these funds. The first is an 18 passenger bus using CNG for $100,977 and the second is a 14 passenger bus for $74,074 for a total of $175,051. There was no RFP issued because they can buy these buses much cheaper through the state price agreement. It was noted that the two buses purchased through State Capital Outlay will serve as one replacement and one addition to the fleet. The 18-passenger CNG bus will also put the District into its Alternative Fuels Initiative, also with the 18-passenger LPG bus. The 14-passenger bus will serve as a replacement for a bus reaching its useful service life according to FTA guidelines.

Governor Dorame moved to approve staff’s recommendation for bus purchases as presented. Councilor Ring seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Río Arriba County, Taos County, Town of Taos, Santa Fe County, Tesuque Pueblo, City of Santa Fe, City of Española and Town of Edgewood voting in favor and none against. Pojoaque Pueblo was not present for the vote.

Governor Dorame said he would be attending the board meetings for the time being because Sandra Maes is no longer with Tesuque Pueblo.

F. Discussion and Consideration of Resolution No. 2015-09 Authorizing the Donation of Van to Santa Clara Pueblo

Resolution 2015-09 would authorize the District’s donation of an obsolete minivan to the Santa Clara Pueblo as provided for by State Statute and the District’s by-laws.

Chair Barrone moved to approve Resolution 2015-09 as presented. Councilor Bushee seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Río Arriba County, Taos County, Town of Taos, Santa Fe County, Tesuque Pueblo, City of Santa Fe, City of Española and Town of Edgewood voting in favor and none against. Pojoaque Pueblo was not present for the vote.

G. Discussion and Review of the Annual Board Attendance Report

The Report of Board Attendance for the period from April 2014 to March 2015 was included in the Board packet. This item required no action from the Board.
H. Discussion and Review of Quarterly Investment Report

Mr. Lopez presented the short term investment report as included on page 76 in the Board packet. He briefly explained the legend for the report and the percentages within the portfolio. He reminded the Board that they began in early 2014 to participate in the Local Government Investment Pool (LGIP and Certificates of Deposit (CDs) from local and nearby banks in New Mexico. The District approved short-term investment (no more than 12 months) through various FDIC insured institutions in the State of New Mexico. He said the initial amount invested was $5,975,492. The total cash balance now is $7,313,586.37 which includes the NCRTC operating account amount of $1,325,539. The average rate for CDs is 0.3% and they are staggered in their maturity. He explained that they can terminate a CD and transfer to the bank account if at any time the District is short of cash to meet current expenses.

The Board had no questions concerning the investment report.

Commissioner Fambio moved to accept the report. Mr. Shelton seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Taos County, Town of Taos, Santa Fe County, Tesuque Pueblo, City of Santa Fe, City of Española and Town of Edgewood voting in favor and none against. Pojoaque Pueblo was not present for the vote.

Chair Barrone suggested amending the agenda to go into executive session now and then hear discussion items afterward.

Chair Barrone moved to amend the agenda for the purpose of going into closed executive session at the present time. Councilor Bushee seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Taos County, Town of Taos, Santa Fe County, Tesuque Pueblo, City of Santa Fe, City of Española and Town of Edgewood voting in favor and none against. Pojoaque Pueblo was not present for the vote.

CLOSED SESSION

Mr. Shelton moved to go into closed executive session pursuant to NMSA 1978, Section 10-15-1.H (7) to consider threatened or pending litigation in which the NCRTD may become a part. Councilor Ring seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Taos County, Town of Taos, Santa Fe County, Tesuque Pueblo, City of Santa Fe, City of Española and Town of Edgewood voting in favor and none against. Pojoaque Pueblo was not present for the vote.

The Board went into closed executive session at 11:48 a.m.

M. Reconvene in Open Session
The Board went out of executive session and returned to open session at 12:38 p.m.

Mr. Naranjo was not present at reconvening.

Councilor Ring moved to reconvene into open session. Commissioner Chávez seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Río Arriba County, Taos County, Town of Taos, Santa Fe County, Tesuque Pueblo, City of Santa Fe and Town of Edgewood voting in favor and none against. Pojoaque Pueblo and City of Española were not present for the vote.

Mr. Dwyer announced to the public that during the executive session, no actions were taken by the Board and the only matters discussed were those listed in the agenda.

Commissioner Chávez moved to accept General Counsel’s report. Councilor Ring seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Río Arriba County, Taos County, Town of Taos, Santa Fe County, Tesuque Pueblo, City of Santa Fe and Town of Edgewood voting in favor and none against. Pojoaque Pueblo and City of Española were not present for the vote.

DISCUSSION ITEMS

Mr. Mortillaro asked, in light of the time, to skip to the Executive Report.

L. Executive Report for March 2015 and Comments from the Executive Director

Mr. Mortillaro shared that the new routes had been implemented with the Board. They only had concerns expressed on the Peñasco and Edgewood routes. With Peñasco, they had moved up the morning run. They met with the driver and the passengers and moved it back to the original schedule and let the other changes in place.

With the Edgewood route, some riders stopped riding and he shared an email regarding one riders concerns.

Mr. Kelly - based on the concerns about that Edgewood route structure, he has advised that they should give a time at each bus stop from downtown Santa Fé, there are 3-4 key timing points. Based on that, it was unclear which direction it was going and the time frame. They are working with the driver to clear that up in the downtown area of Santa Fé. They still need a specific time and need to provide that to the riders. On the midday service they want to make it clear for that routing as well and hopefully the ridership will pick up. Now it is only 1-2 riders.

Commissioner Chávez emphasized the need to communicate that information with Commissioner Stefanics and Commissioner Anaya because they get feedback from those who are not riding.
Councilor Ring appreciated the action being taken and to the staff working on that.

Mr. Mortillaro reported that the Piedras route has averaged about 15 riders per day since it started.

Mr. Kelly said they had 24 on March 25th and 18 and 20 so it is a good route right out of the gate.

Commissioner Fambro said they also asked for stop at the senior center.

Mr. Mortillaro said the Chama route went from 3 to 5 days per week and is building up.

He said the web site was redone and is now easier to navigate. The first thing you see is the routes. So for the most part it is going well and considering all the changes, the few complaints received is a reasonable amount. The staff was responsive to all of them.

Mr. Mortillaro announced that the District is now a voting member of the RPO and that Ms. McGuire was selected as Vice Chair of the RPO, and also announced that the new Finance Director, Troy Bingham who was from Virginia after a national search to fill the vacancy starts April 27. He thanked Mr. López for doing a fine job in the interim and Shannon Sandoval as well.

I. Financial Report for March 2015

The Financial report was included in the Board packet.

J. Financial Subcommittee Report

No verbal report was presented.

K. Tribal Subcommittee Report

No report was presented.

MATTERS FROM THE BOARD

There were no matters from the Board.

MISCELLANEOUS

There were no miscellaneous matters.
ADJOURN - NEXT BOARD MEETING: May 1, 2015 at 9:00 a.m.

Commissioner Chávez moved to adjourn the meeting. Councilor Ring seconded the motion and it passed by unanimous voice vote.

The meeting was adjourned at 1:02 p.m.

Approved by:

[Signature]
Daniel R. Barrone, Chair

Attest:

[Signature]
Dennis Tim Salazar, Secretary

Submitted by:

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