Below is a summary of the actions taken by the North Central Regional Transit District’s Board of Directors on the above date. This is not an official transcript of the meeting.

CALL TO ORDER:

A regularly scheduled meeting of the North Central Regional Transit District’s Board of Directors was called to order on the above date at 9:15 a.m.

ROLL CALL:

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

<table>
<thead>
<tr>
<th>Members Present:</th>
<th>Elected Members</th>
<th>Alternate Designees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town of Edgewood</td>
<td>Absent</td>
<td></td>
</tr>
<tr>
<td>City of Espanola</td>
<td>Councilor Dennis Tim Salazar</td>
<td></td>
</tr>
<tr>
<td>Los Alamos County</td>
<td>Councilor Antonio Maggiore</td>
<td></td>
</tr>
<tr>
<td>Pueblo of Nambe</td>
<td>Lt. Governor Arnold Garcia</td>
<td></td>
</tr>
<tr>
<td>Pueblo of Ohkay Owingeh</td>
<td>Absent</td>
<td></td>
</tr>
<tr>
<td>Pueblo of Pojoaque</td>
<td>Anna Sanchez</td>
<td></td>
</tr>
<tr>
<td>Rio Arriba County</td>
<td>Thomas Campos</td>
<td></td>
</tr>
<tr>
<td>Pueblo of Santa Clara</td>
<td>Absent</td>
<td></td>
</tr>
<tr>
<td>City of Santa Fe</td>
<td>Councilor Joseph Maestas</td>
<td></td>
</tr>
</tbody>
</table>
Staff Members Present
    Mr. Anthony J. Mortillaro, Executive Director
    Mr. Peter Dwyer, Legal Counsel
    Ms. Delilah Garcia, Transit Operations and Maintenance Director
    Ms. Jackie Trujillo, Executive Assistant
    Mr. Troy Bingham, Finance Director
    Ms. Dora Anaya, Human Resources Director
    Ms. Stacey McGuire, Projects and Grants Manager
    Mr. Jim Nagel, Public Information Officer

Others Present
    Mr. Carl Boaz, Stenographer
    Ms. Elizabeth Carter, Rio Metro
    Mr. Austin Fisher, Rio Grande Sun
    Mr. Keith Wilson, Santa Fe Trails
    Mr. Wayne Brown, Ricci and Company

APPROVAL OF AGENDA:

    Councilor Maestas made a motion to approve the agenda as presented and postpone the recognition of Councilor Sheehey. Councilor Salazar seconded the motion and it passed by voice vote (10-0).

APPROVAL OF MINUTES – February 3, 2017

    Commissioner Fambro made a motion to approve the minutes from February 3, 2017 as presented. Councilor Maestas seconded the motion. Minutes approved by voice vote (10-0).

PUBLIC COMMENTS:

    There were none.

PRESENTATION ITEMS:

A. Recognition of Councilor Pete Sheehey Service to the North Central Regional Transit District

    Mr. Mortillaro asked that Agenda Item-A be postponed to the April board meeting.
Lt. Governor Garcia made a motion to move postpone item. Councilor Maggiore seconded the motion and it passed by a roll call vote (10-0).

**ACTION ITEMS FOR APPROVAL/DISCUSSION:**

**B. Discussion and Consideration of Re-adoption to correct Resolution 2017-06 from the January 13, 2017 Board Meeting to Resolution No. 2017-09 – Adoption of a Policy for Prescription and over the Counter Drugs**

Re-adoption of Resolution No. 2017-06 that was adopted by the Board at its January 13 meeting, since the incorrect resolution number was utilized.

Councilor Salazar made a motion to re-adopt Resolution No. 2017-06 with the new Resolution No. 2017-09. Commissioner Fambro seconded the motion and it passed by a roll call vote (10-0).

**C. Discussion and Consideration of the Sustainability Plan FY16 Goals and Metrics Annual Report**

Sustainability Plan was adopted in February 2014. In January 2015, the Committee met and agreed on goals and metrics that would effectively guide and measure the working of the Sustainability Plan. The goals and metrics address all areas of the Sustainability Plan with the following specific objectives:

- Alternative Fuels: Reduce greenhouse gases and reduce the carbon footprint within the District.
- Existing Facilities: Manage facilities in a manner of best practices with green initiatives in the areas of utilities usage, waste reduction/recycling, alternative power source and the maximum benefit of facility use.
- Field Facilities: Produce excellent field facilities of bus stops and shelters that maximize customer use, educate the community of the environmental benefits of public transit and the green initiatives of the NCRTD and utilization of alternative energy.
- Future Facilities/Land Use: Establish sustainable guidelines for planning and design that will be required for future facilities and/or third party development of District property

[No action was required on this item.]

**D. Discussion and Consideration of Resolution No. 2017-10 Amending and Updating the Existing Fare Resolution**

Resolution No. 2017-10 further clarifies Resolutions 2016-03 and 2015-27 in relation to transit service and fares on flex routing options for ADA-certified and non-ADA passengers. Flex routing for non-ADA certified passengers shall be provided as a premium service for a $10.00 fare per passenger for each scheduled pickup, ADA-certified passengers requiring flex routing shall receive the services fare free.

Councilor Maestas made a motion to approve Resolution as presented. Mayor Barrone seconded the motion and it passed by a roll call vote (10-0).
E. Discussion and Approval of the Award of Annual Audit

North Central Regional Transit District is required to perform a financial audit at the end of each fiscal year; audit must comply with the New Mexico State Auditor’s Rule 2 NMAC 2.2, Regulations Governing the Audits of Agencies of the State of New Mexico and the terms and conditions of the State Auditor’s contractual agreement. The District received 2 responses from all State Auditor approved firms. Deliberation on proposals occurred February 24, 2017 by 2 elected officials and 2 appointed members of the Finance Subcommittee who were designated to be on the RFP Evaluation Committee; it was recommended that the firm of Ricci and Company be awarded the Audit contract for 3 years due to their understanding of transit and overall ability to show value to the District’s audit process.

Mr. Campos made a motion to approve the award of annual audit to Ricci and Company. Commissioner Moreno seconded the motion and it passed by a roll call vote (10-0).

F. Discussion and Consideration of Resolution No. 2017-11 Authorizing NCRTD Staff to Collaborate with Tesuque Pueblo in Applying for Tribal Transit Program Discretionary Program to Purchase a Replacement Vehicle

FTA provides two funding opportunities specific to Tribal entities and transit: TTP Formula and TTP Discretionary. Replacement vehicle purchase is an eligible project for which to submit; it is anticipated that the vehicle that is currently allocated to the Tesuque route will have fulfilled its useful life and will be up for replacement by the time of award. In the event that TTP

Lt. Governor Garcia made a motion to approve Resolution 2017-11. Commissioner Moreno seconded the motion and it passed by a roll call vote (10-0).

DISCUSSION ITEMS:

G. Financial Report for January 2017:

H. Finance Subcommittee Report:
The Finance Subcommittee minutes from January 27, 2016 were presented in the Board packet for review.

I. Tribal Subcommittee Report:

None

J. Executive Report and Comments from the Executive Director:

1.) Executive Report for February 2017
2.) Performance Measures for January 2017
3.) Ridership Report for January 2017
4.) Driver Academy and staffing shortages

MATTERS FROM THE BOARD

There were none.

MISCELLANEOUS

There were none.

ADJOURN

The meeting was adjourned.

Mr. Campos made a motion to adjourn the meeting. Commissioner Moreno seconded the motion and it passed by unanimous voice vote (10-0).
NEXT BOARD MEETING: April 7, 2017 at 9:00 a.m.

If you are an individual with a disability who is in need of a reader, amplifier, qualified Sign Language interpreter or any other form of auxiliary aid or service to attend or participate in the hearing of the meeting, please contact the NCRTD Executive Assistant at 505-629-4702 at least one week prior to the meeting, or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats.