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 9:08am.

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>Absent</td>
<td></td>
</tr>
<tr>
<td>Los Alamos County</td>
<td>Councilor Antonio Maggiore</td>
<td></td>
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<tr>
<td>Pueblo of Nambe</td>
<td></td>
<td>Marcus Lopez</td>
</tr>
<tr>
<td>Pueblo of Ohkay Owingeh</td>
<td>Christy Van Buren</td>
<td></td>
</tr>
<tr>
<td>Pueblo of Pojoaque</td>
<td>Absent</td>
<td></td>
</tr>
<tr>
<td>Rio Arriba County</td>
<td></td>
<td>Thomas Campos</td>
</tr>
<tr>
<td>Pueblo of Santa Clara</td>
<td></td>
<td>Mary Lou Valerio</td>
</tr>
<tr>
<td>City of Santa Fe</td>
<td></td>
<td>Keith Wilson</td>
</tr>
<tr>
<td>Santa Fe County</td>
<td>Commissioner Ed Moreno</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. Pat Lopez, Interim 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
Mr. Austin Fisher, Rio Grande Sun
Mr. Ray Matthews, Santa Fe County
Mr. Steven Lujan, Wilson & Company

APPROVAL OF AGENDA:

Commissioner Fambro made a motion to approve the agenda as amended. Commissioner Moreno seconded the motion and it passed by a roll call vote (8-0).

APPROVAL OF MINUTES – August 4, 2017

Commissioner Fambro made a motion to approve the minutes with corrections. Commissioner Moreno seconded the motion. Minutes approved by a roll call vote (8-0).

PUBLIC COMMENTS:

PRESENTATION ITEMS:

A. Recognition of Town of Edgewood Councilor Chuck Ring’s Service to the North Central Regional Transit District Board of Directors

Councilor Ring was not present at this time.

B. Recognition of Veterans Service Plaque

Mr. Nagle presented a plaque which the NCRTD is recognized by the Department of Veterans Services for our Veterans Transportation and Community Living Initiative Program.
C. **Jicarilla Apache Nation Route Schedule and September 29, Route Launch Event in Dulce**

Ms. McGuire invited the Board to attend Jicarilla Apache Nation Route Launch Event kick off celebration to be held in Dulce on September 29 at 11 a.m.

**PUBLIC HEARINGS:**

**ACTION ITEMS FOR APPROVAL/ DISCUSSION:**

D. **Discussion and Consideration of a Memorandum of Agreement (MOA) between Santa Fe County (County) and the North Central Regional Transit District (District) for Funding of the Mountain Trail Route**

MOA between the County and District provides the terms and conditions related to the County’s contribution towards continued funding of the Mountain Trail Route. The agreement provides a contribution of $25,172.00 (which is the same amount contributed previously) and a description of the services to be performed by the District.

Mr. Wilson made a motion to approve MOA between the County and District for continued funding of the Mountain Trail Route. Commissioner Fambro seconded the motion and it passed by a roll call vote (9-0).

E. **Discussion and Consideration of Award of Bid for Phase III ADA Bus Stop and Shelter**

NMDOT awarded NCRTD $360,000 in FFY17 through the Transportation Alternative Program (TAP) to design and construct ADA-compliant bus stops based on the NCRTD’s recently adopted ADA Transition Plan. Construction is anticipated to begin September/October 2017 and be completed by November 20, 2017. Four (4) bus stops along Riverside Drive in Española will be upgraded to be ADA-compliant: stop #100 at Silky Road; stop #88 adjacent to Arrow Motel; stop #96 at Laguna Street; stop #264 at Calle Hacienda.

Mr. Campos made a motion to approve authorizing the Executive Director to execute a construction contract with H.O. Construction, Inc. not to exceed $193,575.00 (not inclusive of GRT or change orders). Commissioner Fambro seconded the motion and it passed by a roll call vote (10-0).

Mr. Campos made a motion to approve an overall project budget to include but not exceed $312,873.15 inclusive of GRT. Councilor Maggiore seconded the motion and it passed by a roll call vote (10-0).

F. **Discussion and Consideration of Resolution 2017-28 to Supersede Resolutions 2017-10, 2016-08, 2016-03 and 2015-27 and to Provide for Continuation of the Adopted Fare Structure as it Relates to Fixed Route Service, Premium Service, Flex Service (Up to 3/4th of a Mile from a Fixed Route)**

This resolution incorporates into Resolution No. 2017-28 and provides for the continuation of: Resolutions 2017-10, which clarifies Resolution 2015-27 and addresses fares on flex routing options for ADA-certified and non-ADA passengers; Resolution 2016-08, which addresses Veterans fare-free options on premium routes; Resolutions 2016-03 and 2015-27, which define premium services. Furthermore, this resolution supersedes all prior fare structure resolutions.
This resolution will continue the currently adopted fare structure for fixed and flex route service; premium service; and Veterans fare-free options for service until December 31, 2019.

Ms. Valerio made a motion Approve Resolution No. 2017-28 as requested. Councilor Maggiore seconded the motion and it passed by a roll call vote (10-0).

G. Discussion and Consideration of Resolution No. 2017-29 Amending the Drug and Alcohol Policy

This resolution adopts a new Drug and Alcohol Policy for the District replacing the old 2011 "Federal Transit Administration (FTA) Drug and Alcohol Testing Policy."

Mr. Campos made a motion to approve Resolution No. 2017-29 as presented. Ms. Valerio seconded the motion and it passed by a roll call vote (10-0).

H. Discussion and Consideration of FY2018 Bus Purchases

New Mexico Department of Transportation (NMDOT) awarded the North Central Regional Transit District (NCRTD) $900,900 for bus replacements in 5311 federal capital outlay.

The District plans to purchase two 18-passenger and six 14-passenger buses from this award in Fiscal Year 2018 totaling $882,686: buses will be equipped with a camera system, bike racks, LED destination signs, Intelligent Transportation System equipment, 2-way radios and graphics: purchased from Creative Bus Sales with the equipment being installed by the NCRTD.

Councilor Maggiore made a motion to authorize the Executive Director to purchase three 18-passenger buses, six 14-passenger buses and the 40-passenger bus from Santa Clara and associated equipment for $1,025,433. Ms. Van Buren seconded the motion and it passed by a roll call vote (10-0).

I. Discussion and Consideration of Resolution No. 2017-30 Authorizing NCRTD Staff to Apply for Federal Funding through the FFY2017 Section 5339(b) Bus and Bus Facilities Infrastructure Investment Program for a Maintenance Facility, Wash Bay, and Fueling Station

NCRTD Staff is seeking Board approval to apply for FFY2017 Section 5339(b) Bus and Bus Facilities Infrastructure Investment Program. Construction of the Transit Maintenance Facility will include a Vehicle Maintenance Garage, a Vehicle Wash Bay and a Fueling Station, to fulfill current needs as well as being capable of accommodating future operations and fleet expansion.

Maintenance Facility complex will be situated on the existing approximately 7-acre site adjacent to the Jim West Regional Transit Center and Vehicle Parking Yard. Work will include site preparation, final design, construction and capital equipment purchase.

Mr. Campos made a motion to adopt Resolution No. 2017-30 ratifying the pending application submitted by NCRTD Staff to apply for Federal funding through the FFY2017 5339(b) Bus and Bus Facilities Infrastructure Investment Program for a Maintenance Facility, Wash Bay, and Fueling Station. Commissioner seconded the motion and it passed by a roll call vote (10-0).
J. Discussion and Consideration of Resolution No. 2017-31 Demonstrating the NCRTD’s Commitment to Provide its Local Share for §5311 Federal Funding Award in Federal Fiscal Year 2019 (FFY19)

NCRTD intends to apply for approximately $7,000,000 in §5311 Federal funding in FFY2019 through New Mexico Department of Transportation (NMDOT); funding will be used for Administration, Operations and Capital. The anticipated local match will not exceed $2,478,471.

To submit the FFY19 application to NMDOT for §5311 Federal funding, the NCRTD must demonstrate its commitment to providing the local share upon award by NMDOT.

NMDOT has asked that local match commitment letters or Board resolutions be provided by the funding applicant to ensure that NMDOT and the local transit agency both understand the local financial commitment and expectations.

Commissioner Fambro made a motion to approve Resolution No. 2017-31 as presented. Councilor Maggiore seconded the motion and it passed by a roll call vote (10-0)

K. Discussion and Consideration of Resolution No. 2017-32 Annual Route Assessment Report

Annual systemwide route assessment is to provide the safest, best transit service to as many of its regional constituents and visitors as possible. The purpose of this assessment is to determine the best operational and fiscal approach to service planning while meeting the greatest regional demands and passenger needs. Intelligent Transportation System (ITS) data was analyzed in respect to ridership and route running times.

Mayor Barrone made a motion to approve implementation of some and/or all of the route modifications as presented. Councilor Maggiore seconded the motion and it passed by a roll call vote (8-0)

DISCUSSION ITEMS:

L. Financial Report for June 2017 and July 2017:
Finance Subcommittee Report:

Commissioner Moreno gave a brief overview of the meeting that occurred on August 25, 2017, noting the Audit Entrance Conference. Meeting minutes from July 28, 2017 were also reviewed.

M. Tribal Subcommittee Report:

Mr. Mortillaro noted that the next meeting would be held on September 19, 2017 hosted by Pueblo of Pojoaque.

N. Executive Report and Comments from the Executive Director:

1) Executive Report for August 2017
2) Performance Measures for July 2017
3) Ridership Report for July 2017
4) NMML Suit against TRD – Peter Dwyer, Legal

NCRTD Monthly Ridership Summary

July 1, 2017 through July 31, 2017

<table>
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<tr>
<th>Calendar Operating Days</th>
<th>This Year</th>
<th>% Change</th>
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<tbody>
<tr>
<td>Jul-17</td>
<td>31</td>
<td></td>
</tr>
<tr>
<td>Aug-17</td>
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<tr>
<td>Sep-17</td>
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<td>Jun-18</td>
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<table>
<thead>
<tr>
<th>Monthly System Totals</th>
<th>Year to Date Totals</th>
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<tbody>
<tr>
<td></td>
<td>This Year</td>
</tr>
<tr>
<td>NCRTD Operated</td>
<td>20,834</td>
</tr>
<tr>
<td>NCRTD Funded</td>
<td>20,951</td>
</tr>
<tr>
<td>All Systems Funded</td>
<td>41,785</td>
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</tbody>
</table>
MATTERS FROM THE BOARD

There were none.

MISCELLANEOUS

There were none.

ADJOURN

The meeting was adjourned.

Commissioner Moreno made a motion to adjourn the meeting. Councilor Maggiore seconded the motion and it passed by unanimous voice vote (10-0).

NEXT BOARD MEETING: October 13, 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.