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.

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></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>Pete Sheehy (Telephonically)</td>
<td></td>
</tr>
<tr>
<td>Nambe Pueblo</td>
<td>Absent</td>
<td></td>
</tr>
<tr>
<td>Ohkay Owingeh</td>
<td>Christy Van Buren</td>
<td></td>
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<tr>
<td>Pojoaque Pueblo</td>
<td></td>
<td>Anna Sanchez</td>
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<tr>
<td>Rio Arriba County</td>
<td></td>
<td>Thomas Campos</td>
</tr>
<tr>
<td>Santa Clara Pueblo</td>
<td>Absent</td>
<td></td>
</tr>
<tr>
<td>City of Santa Fe</td>
<td></td>
<td>Jon Bulthuis (Telephonically)</td>
</tr>
<tr>
<td>Santa Fe County</td>
<td>Miguel Chavez</td>
<td></td>
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<tr>
<td>San Ildefonso Pueblo</td>
<td>Lillian Garcia (Telephonically)</td>
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<tr>
<td>Taos County</td>
<td>Jim Fambro</td>
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<tr>
<td>Town of Taos</td>
<td>Mayor Dan Barrone</td>
<td></td>
</tr>
<tr>
<td>Tesuque Pueblo</td>
<td>Absent</td>
<td></td>
</tr>
</tbody>
</table>
**Staff Members Present**

Mr. Anthony J. Mortillaro, Executive Director  
Ms. Jackie Trujillo, Executive Assistant  
Mr. Troy Bingham, Finance Director  
Ms. Stacey McGuire, Projects and Grants Manager  
Mr. Jim Nagle, Public Information Officer  
Ms. Daria Veprek, Human Resource Director

**Others Present**

Mr. Mark A. Basham, Legal Counsel  
Mr. Carl Boaz, Stenographer  
Mr. Scott Scanland, New Mexico Government Affairs  
Mr. Scott Perkins, Wilson and Company  
Mr. Stephen Lujan, Wilson and Company  
Mr. Roger Duran, Tom Udall’s Office  
Mr. Ray Matthew, Santa Fe County  
Ms. Luna Sanchez, Rio Arriba County

**APPROVAL OF AGENDA:**

Commissioner Chavez made a motion to approve the agenda as presented. Councilor Salazar seconded the motion and it passed by a roll call vote (10-0).

**APPROVAL OF MINUTES – January 8, 2016**

Commissioner Chavez made a motion to approve the minutes from January 8, 2016 as presented. Commissioner Fambro seconded the motion. Minutes approved unanimous vote (9-0).

**PUBLIC COMMENTS:**

There were none.

**PRESENTATION ITEMS:**

A. **Update on 2016 Legislative Session**

Mr. Scanland gave an Update on the 2016 Legislative Session.

[No action was required on this item.]

**ACTION ITEMS FOR APPROVAL/ DISCUSSION:**

B. **Presentation of FY2015 Comprehensive Annual Financial Report with Auditor’s Opinion**

Mr. Bingham and Mr. Vener made a summary presentation of the 2015 North Central Regional Transit District New Mexico Comprehensive Annual Financial Report for the year ended June 30, 2015, handout.

Christy Van Buren made a motion to accept the CAFR as presented. Commissioner Chavez seconded the motion and it passed by unanimous voice vote (10-0).

C. **Discussion and Consideration of Resolution No. 2016-06 Adopting Amended and Restated By Laws**

Proposed resolution amends the existing By Laws that were amended on January 12, 2007. The Finance Subcommittee discussed the proposed amendments at their January 22, 2016 meeting and have recommended that the Board consider the draft By Laws.
Commissioner Chavez made a motion to adopt amended and restated By Laws. Councilor Salazar seconded the motion and it passed by unanimous voice vote (10-0).

D. Discussion and Consideration of the Amended NCRTD Social Media Policy and Resolution No. 2016-07

Bringing the policy back to seek approval to move forward with the policy allowing users to comment on District posts. Not being able to engage in social media is hurting District opportunities for marketing and promotion, and being able to better inform the public and build ridership. Social media has become commonplace with government at all levels, as well as our own member entities and transit agencies nationwide.

Commissioner Fambro made a motion that the Board approve Resolution No. 2016-7 which authorizes the establishment of an amended social media program for the District. Councilor Salazar seconded the motion and it passed by unanimous voice vote (9-0).

E. Discussion and Consideration of Approval of Award of Bid Construction- ADA-Compliance of Bus Stops

An Invitation For Bids (IFB) was advertised on December 29, 2015 in the Albuquerque Journal, Rio Grande Sun and Dodge Reports, as well as our website. A non-mandatory Pre-bid meeting was held on January 12, 2016 with two attendees. The bid submittal deadline was January 28, 2016 (at 200p). One (1) bid was received. Indicate who bid and the amount?

Wilson and Company gave a brief description of the project and engineering prospective, verify licensure and mentioned previous projects.

Commissioner Fambro made a motion to recommend the Board award of Bid Construction- ADA-compliance of bus stops and set a project budget. Commissioner Chavez seconded the motion and it passed by unanimous voice vote (9-0).

A second motion was made to award Bid to Allied 360 Construction, Commissioner Fambro made a motion. Commissioner Chavez seconded the motion and it passed by unanimous voice vote (9-0).

F. Discussion of the FY2016 Mid-Year Financial Summary Report

The North Central Regional Transit District (NCRTD) is currently reporting six months of financial activity. The standard for revenues and expenditures for the six-month period is 50% of the budget.

The total budget is $12,548,543, which includes a $1,317,204 budget increase that was approved by the Board of Directors at its September 4, 2015 meeting.

NCRTD expects to have a $1,584,020 surplus in expenditures by year end. Mr. Thomas Campos made a motion for the endorsement by the Board of the mid-year budget report. Commissioner Chavez seconded the motion and it passed by unanimous voice vote (7-0).

G. Discussion of Investment of District Funds Summary

- As of December 31, 2015, the total investment exclusive of interest revenue was $8,312,791.
- Total earnings from interest total $11,153 since the start of the fiscal year.
- The average rate of return is .46%.
- The highest rate of return is 1.00% with Guadalupe CU (7 month term) earning the District a total of $579.13 in interest this fiscal year.

The District investment strategy is passive. Given this strategy, NCRTD has determined the market yields are being achieved by comparing the average District portfolio yield to the U.S.
Treasury Bill. As of December 31, 2015 the six month treasury was 0.49% and the one-year treasury rates was .65%, the District is averaging a rate of return at .46% with an average length of maturity of about 9 months.

[No action was required on this item.]

DISCUSSION ITEMS:


[No action was required on this item.]

I. Finance Subcommittee Report:

[No action was required on this item.]

J. Tribal Subcommittee Report:

No Report

K. Executive Report and Comments from the Executive Director:

1) Executive Report for January 2016
2) Performance Measures for December 2015
3) Ridership Report for December 2015
4) The Executive Director reported to the Board that Staff has made very little progress towards a resolution of National Forest Service issue regarding a special use permit and the language in an insurance certificate. The Board asked Senator Udall’s Representative Roger Duran who was in the audience if the Senator’s Office could look into this matter and assist the District. Mr. Duran indicated that he would discuss the matter with the Senator’s Office and would get back with us regarding any assistance they can offer.
MATTERS FROM THE BOARD

Santa Fe County Chairman Commissioner Miguel Chavez requested that the District consider a fare free program for veterans, similar to what Santa Fe Trails and Rio Metro Regional Transit District provide. The Board authorized staff to review the concept of fare free program for veterans as requested and to return to the next Board with a recommendation.

MISCELLANEOUS

There were none

ADJOURN

The meeting was adjourned.

Commissioner Chavez made a motion to adjourn the meeting. Commissioner Fambro seconded the motion and it passed by unanimous voice vote (7-0).

NEXT BOARD MEETING: March 4, 2016 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.