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 9:27 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 Pete Sheehy</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>James Rivera</td>
<td></td>
</tr>
<tr>
<td>Rio Arriba County</td>
<td>Absent</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></td>
<td>Isaac Pino</td>
</tr>
<tr>
<td>Santa Fe County</td>
<td>Commissioner Miguel Chavez (Telephonic)</td>
<td></td>
</tr>
</tbody>
</table>
Pueblo de San Ildefonso  Absent
Taos County  Commissioner Jim Fambro (Telephonic)
Town of Taos  Mayor Dan Barrone (Telephonic)
Pueblo of Tesuque  Absent

**Staff Members Present**
- Mr. Anthony J. Mortillaro, Executive Director
- Ms. Annette Granillo, Transit Operations and Maintenance Director
- Ms. Jackie Trujillo, Executive Assistant
- Mr. Troy Bingham, Finance Director
- Ms. Daria Veprek, Human Resources Director
- Ms. Stacey McGuire, Projects and Grants Manager
- Mr. Jim Nagle, Public Information Officer

**Others Present**
- Mr. Peter Dwyer, Legal Counsel
- Mr. Carl Boaz, Stenographer
- Mr. Austin Fisher, Rio Grande Sun
- Mr. Ray Matthews, Santa Fe County
- Ms. Tessa Joe Mascarenas, Santa Fe County
- Mr. Keith Wilson, Santa Fe Trails
- Mr. Thomas Martinez, Santa Fe Trails
- Mr. Patti Bushee, Santa Fe County
- Ms. Anna Sanchez, Pojoaque Pueblo

**APPROVAL OF AGENDA:**

Commissioner Chavez made a motion to approve agenda as amended with the removal of Item M. Mr. Rivera seconded the motion and it passed by roll call vote (8-0).

**APPROVAL OF MINUTES – May 6, 2016**

Mr. Rivera made a motion to approve the minutes from May 6, 2016 as presented. Mr. Pino seconded the motion. Minutes approved and it passed by unanimous voice vote (8-0).

**PUBLIC COMMENTS:**

There were none.

**PRESENTATION ITEMS:**

A. **Recognition of Ms. Patti Bushee Service to the North Central Regional Transit District**

Ms. Patti Bushee was not present at this time.
ACTION ITEMS FOR APPROVAL/DISCUSSION:

CLOSED SESSION

Closed session of the meeting pursuant to NMSA 1978, Section 10-15-1 (H) (5) regarding “collective bargaining” for the discussion of bargaining strategy preliminary to collective bargaining negotiations.

Closed session of the meeting pursuant to NMSA 1978, Section 10-151 (H) (2) limited personnel exception for the purpose of the annual performance evaluation of the Executive Director.

Commissioner Chavez made a motion to go into Executive Section. Mayor Fambro second the motion and it passed by unanimous voice vote (8-0)

B. Reconvene in Open Session:

C. Review and Acceptance of Goals and Objectives for Executive Director for the period of June 2016 to June 2017

Commissioner Chavez made a motion to implement the Executive Directors Performance Evaluation as discussed in Closed Session. Mayor Barrone seconded the motion and it passed by unanimous voice vote (8-0).

Councilor Sheehey made a motion implement Collective Bargaining strategy as discussed in Closed Session. Commissioner Chavez seconded the motion and it passed by unanimous voice vote (8-0).

Ms. Patti Bushee joined the meeting and Mr. Dennis Tim Salazar, Secretary and Anthony J. Mortillaro, Executive Director presented Ms. Patti Bushee with a plaque acknowledging her for her service to the North Central Regional Transit District as a board member.

D. Discussion and Consideration of FY2017 Final Budget: Resolution No. 2016-20 adopting final 2017 Budget, Capital Investment Plan and Long Term Financial Plan

The Preliminary budget adopted by the Board on May 6, 2015 for approval of Resolution No. 2016-20 adopting the Fiscal Year 2017 Budget. The following is a summary of the revenue and expenditure changes.

<table>
<thead>
<tr>
<th>Revenue Category</th>
<th>Final FY17 Budget Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tax Revenues</td>
<td>$ 7,095,000</td>
</tr>
<tr>
<td>Federal Grants</td>
<td>$ 3,684,876</td>
</tr>
<tr>
<td>Member Local Match</td>
<td>$ 73,000</td>
</tr>
<tr>
<td>Member Contribution</td>
<td>$ 350,000</td>
</tr>
<tr>
<td>State Capital Outlay</td>
<td>$ 93,000</td>
</tr>
<tr>
<td>Investments</td>
<td>$ 20,000</td>
</tr>
<tr>
<td>Advertising Sales</td>
<td>$ 21,000</td>
</tr>
<tr>
<td>Insurance Proceeds</td>
<td>$ 20,000</td>
</tr>
<tr>
<td>Fares</td>
<td>$ 40,500</td>
</tr>
<tr>
<td>Use of Fund Balance</td>
<td>$ 877,457</td>
</tr>
<tr>
<td>Expenditure Category</td>
<td>Final FY17 Budget Request</td>
</tr>
<tr>
<td>----------------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>Salaries</td>
<td>$3,703,275</td>
</tr>
<tr>
<td>Contract</td>
<td>$360,823</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>$1,363,020</td>
</tr>
<tr>
<td>Non-RTD</td>
<td>$4,587,300</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>$2,260,415</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$12,274,833</strong></td>
</tr>
</tbody>
</table>

Commissioner Fambro made a motion to approve Resolution No. 2016-20 as presented. Councilor Sheehey seconded the motion and it passed by unanimous voice vote (8-0).

**E. Discussion and Consideration of Resolution No. 2016-21 Providing for the Adoption of the 2017 Compensation Plan, Adoption of the Employee Performance Increase Matrix and Distribution of Salary Increases for Fiscal Year 2017 for Non-Represented Positions**

Resolution No. 2016-21 provides for acceptance of the Non-Represented Employees Compensation Plan and a performance Increase Matrix for distribution of the budgeted performance increase for fiscal year 2017.

Commissioner Chavez made a motion to approve Resolution No. 2016-21 as presented. Councilor Sheehey seconded the motion and it passed by unanimous voice vote (8-0).

**F. Discussion and Possible Action and Direction to In-Source Legal Services and to Adopt Resolution No. 2016-22 Amending the FY 2017 Compensation Plan for Non-Represented Employees**

Board approved the in-sourcing of Legal Services and approve Resolution No. 2016-22 authorizing the addition of the part-time position of Attorney to the FY 2017 Compensation Plan for Non-represented employees and authorize the Executive Director to implement the addition of a Legal Services Division.

Commissioner Chavez made a motion to adopt Resolution 2016-22 as presented. Councilor Sheehey seconded the motion and it passed by unanimous voice vote (8-0).

**G. Discussion and Consideration of Resolution No. 2016-23 for Disposal of Assets**

Adoption of Resolution No. 2016-23 for the disposal/donation of certain obsolete fleet and miscellaneous District property determined to be obsolete and that has met its useful life.

Mr. Rivera made a motion to approve Resolution 2016-23 as presented. Commissioner Chavez seconded the motion and it passed by unanimous voice vote (8-0).

**H. Discussion and Consideration of Resolution No. 2016-24 Updates to the District’s Travel Policy**

Proposed changes and recommendations from Staff and recommendation of the Finance Subcommittee members for the travel policy and adoption of Resolution No. 2016-24 to update the District’s travel policy.
Mr. Rivera made a motion to approve Resolution 2016-24 as presented. Commissioner Chavez seconded the motion and it passed by unanimous voice vote (8-0).

I. Discussion and Consideration of Resolution No. 2016-25 Updates to the District’s Investment Policy

Approval of Resolution 2016-25 to update proposed investment strategies to maximize the District’s rate of return on investments.

Councilor Sheehey made a motion to approve Resolution 2016-25. Mr. Pino seconded the motion and it passed by unanimous voice vote (8-0).

J. Discussion and Consideration of Resolution No. 2016-26 Authorizing NCRTD Staff to Apply for Federal Funding through the Federal Fiscal Year (FFY) 2016 Rides to Wellness Demonstration and Innovative Coordinated Access and Mobility Grants Program to Provide Improved Access to Health and Human Services by Offering Expanded Mobility Options within Taos County for Americans with Disabilities (ADA) and Non-ADA Riders, through ADA Complementary Paratransit and Demand Response Service

Adoption of Resolution No. 2016-26 Authorizing NCRTD Staff to Apply for Federal Funding through the FFY2016 Rides to Wellness Demonstration and Innovative Coordinated Access and Mobility Grants Program to Provide Improved Access to Health and Human Services by Offering Expanded Mobility Options within Taos County for ADA and Non-ADA Riders, through ADA Complementary Paratransit and Demand Response Service.

Mr. Rivera made a motion to approve Resolution 2016-26. Commissioner Chavez seconded the motion and it passed by unanimous voice vote (8-0).

K. Discussion and Consideration of Resolution No. 2016-27 Authorizing the Submittal of Applications for Federal Funding for §5304, §5307, §5309, §5310 and §5311 in Federal Fiscal Year 2018

Approval of Resolution No. 2016-27 providing approval for the NCRTD staff to submit letter of intent to NMDOT to file an application for Federal Grants for Federal Fiscal Year (FFY) 2018

Mr. Pino made a motion to approve Resolution 2016-27. Commissioner Fambro seconded the motion and it passed by unanimous voice vote (8-0).

L. Discussion and Direction Authorizing Staff to Coordinate with DreamTree Project, Inc. to Implement a Safe Place Program and Possible Action Approving Resolution No. 2016-28 and Authorizing the Executive Director to Execute a Memorandum of Understanding

Approval of Resolution No. 2016-28 which authorizes Staff to coordinate with DreamTree Project, Inc. to implement a Safe Place Program providing access to immediate help and supportive resources for youth and young adults in need.

Mr. Rivera made a motion to approve Resolution 2016-28. Councilor Sheehey seconded the motion and it passed by unanimous voice vote (8-0).
M. Discussion and Consideration of Resolution 2016-19 Requesting the Los Alamos County Council to Consider a Long Term Commitment for an Annual Contribution to the NCRTD

Commissioner Chavez made a motion to remove Item M from agenda. Mr. Rivera seconded the motion and it passed by unanimous roll call vote (8-0).

DISCUSSION ITEMS:


North Central Regional Transit District (NCRTD) is currently reporting the ten months of financial activity. The expenses/revenues that should be reported for the period through April 30, 2016, which represents 83.33% of the budget.

[No action was required on this item.]

O. Finance Subcommittee Report

The minutes from April 22, 2016 were presented in the Board packet for review.

[No action was required on this item.]

P. Tribal Subcommittee Report:

[None]

Q. Executive Report and Comments from the Executive Director:

1) Executive Report for May 2016
2) Performance Measures for April 2016
3) Ridership Report for April 2016

Mr. Mortillaro mentioned the Consolidation RFP has been advertised for proposals, we received three and the consolidation review committee is in the process of evaluating the proposals and will be meeting on Monday to determine which proposers will be invited to an interview with the committee. After the interviews the committee will forward their recommendations to the Board for award and contract approval for the consolidation study at the July 8th meeting.

Mr. Mortillaro added; if there is interest from the members regarding the disposed vehicles we will send out an email regarding how to make a request for one of the disposal vehicles.
MATTERS FROM THE BOARD

There were none.

MISCELLANEOUS

Ms. Veprek presented Mr. Mortillaro with a gift celebrating five years of tenure with the North Central Regional Transit District and thanking him for his leadership.

ADJOURN

The meeting was adjourned.

Mr. James Rivers made a motion to adjourn the meeting. Mr. Isaac Pino seconded the motion and it passed by unanimous voice vote.

NEXT BOARD MEETING:  July 8, 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.