1. CALL TO ORDER

A virtual meeting, by conference call, of the North Central Regional Transit District Board was called to order on the above date by Chair Barrone at 9:03 am.

Chair Barrone said thank you all for joining us.

Roll Call was as follows with a quorum declared:

<table>
<thead>
<tr>
<th>NCRTD MEMBER</th>
<th>DIRECTOR</th>
<th>OFFICIAL DESIGNEE</th>
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<tbody>
<tr>
<td>Village of Chama</td>
<td>Absent</td>
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<tr>
<td>Town of Edgewood</td>
<td>Councilor Linda Holle</td>
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<tr>
<td>City of Espanola</td>
<td>Councilor Dennis Tim Salazar</td>
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<tr>
<td>Los Alamos County</td>
<td>Councilor Antonio Maggiore</td>
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<td>Pueblo of Nambe</td>
<td></td>
<td>Marcus Lopez</td>
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<td>Pueblo of Ohkay Owingeh</td>
<td>Ben Lujan*</td>
<td>Christy Ladd</td>
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<td>Pueblo of Pojoaque</td>
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<td>Jeff Montoya</td>
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<td>Village of Questa</td>
<td>Councilor Charlie Gonzales</td>
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<tr>
<td>Rio Arriba County</td>
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<td>Tomas Campos</td>
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</tbody>
</table>
Pueblo de San Ildefonso | Lillian Garcia
---|---
Pueblo of Santa Clara | Tribal Sheriff Joseph Gutierrez*
| Mary Lou Valerio
City of Santa Fe | Councillor Jamie Cassutt-Sanchez
Santa Fe County | Commissioner Ed Moreno
Taos County | Commissioner Jim Fambro**
Town of Taos | Mayor Dan Barrone
Village of Taos Ski Valley | Mayor Christof Brownell
Pueblo of Tesuque | Edward Escudero
Rio Metro | Ms. Elizabeth Carter

* Called in for Item A.
** Left meeting at 10:00 am

**Staff Present**
Mr. Anthony J. Mortillaro, Executive Director
Mr. Stephen Dahlquist, Executive Assistant
Mr. Tim Mildren, Finance Director
Mr. Peter Dwyer, Legal Counsel
Ms. Delilah Garcia, Operations Director
Mr. Jim Nagle, Public Information Officer
Mr. Joe Palmeri, Human Resources Director
Mr. Andrew Resnick, Finance Department

**Others Present**
Ms. Rachelle Howell, Southwest Planning and Marketing
Ms. Elizabeth Martin, Stenographer

2. **INTRODUCTIONS**
None.

3. **PLEDGE OF ALLEGIANCE**
The Pledge of Allegiance was given.

4. **MOMENT OF SILENCE**
A moment of silence was taken.

5. APPROVAL OF AGENDA

MOTION A motion was made by Councilor Gonzales, seconded by Commissioner Fambro, to approve the agenda.

VOTE The motion passed unanimously by a roll call vote of 16-0 as follows:

Town of Edgewood, yes; City of Espanola, yes; Los Alamos County, yes; Pueblo of Nambe, yes; Pueblo of Ohkay Owingeh, yes; Pueblo of Pojoaque, yes; Village of Questa, yes; Rio Arriba County, yes; Pueblo de San Ildefonso, yes; Pueblo of Santa Clara, yes; City of Santa Fe, yes; Santa Fe County, yes; Taos County, yes; Town of Taos, yes; Village of Taos Ski Valley, yes; Pueblo of Tesuque, yes.

6. APPROVAL OF MINUTES APRIL 3, 2020

Ms. Valerio stated that on page 14, section H, the minutes say she made a statement about bus changes; however, the statement was made by Ms. Garcia.

Ms. Garcia verified that she did make the statement.

MOTION A motion was made by Councilor Salazar, seconded by Ms. Valerio, to approve the minutes as amended.

VOTE The motion passed unanimously by a roll call vote of 16-0 as follows:

Town of Edgewood, yes; City of Espanola, yes; Los Alamos County, yes; Pueblo of Nambe, yes; Pueblo of Ohkay Owingeh, yes; Pueblo of Pojoaque, yes; Village of Questa, yes; Rio Arriba County, yes; Pueblo de San Ildefonso, yes; Pueblo of Santa Clara, yes; City of Santa Fe, yes; Santa Fe County, yes; Taos County, yes; Town of Taos, yes; Village of Taos Ski Valley, yes; Pueblo of Tesuque, yes.
7. PUBLIC COMMENTS

None.

ACTION ITEMS

A. Discussion and Consideration of Resolution No. 2020-16 authorizing the acquisition of 6 acres of land known as tract 1B in the Town of Taos

Mr. Mortillaro said we need a two thirds majority of the Directors for this item to pass. They must be present to vote.

Mr. Dwyer said we need a two thirds majority of the Directors present for this item to pass. He will verify that by checking the bylaws and get back to you before the meeting ends.

Mr. Mortillaro stated that there were eleven Directors present.

MOTION

A motion was made by Councilor Maggiore, seconded by Chair Barrone, to approve Resolution No. 2020-16 authorizing the acquisition of 6 acres of land known as tract 1B in the Town of Taos.

VOTE

The motion passed by a Directors vote of 10 yes and 1 no as follows:

Councilor Holle - Town of Edgewood, yes; Councilor Salazar - City of Espanola, yes; Councilor Maggiore - Los Alamos County, yes; Ben Lujan - Pueblo of Ohkay Owingeh, yes; Councilor Gonzales - Village of Questa, yes; Tribal Sheriff Gutierrez - Pueblo of Santa Clara, yes; Councilor Cassutt-Sanchez, yes; Commissioner Moreno - County of Santa Fe, yes; Commissioner Fambro - Taos County, no; Chair Barrone - Town of Taos, yes; Mayor Brownell - Village of Taos Ski Valley, yes.

PUBLIC HEARINGS

B. Interim Fiscal Year 2021 Budget

Chair Barrone called the public hearing on the Interim Fiscal Year 2021 Budget to order at 9:28 am.

Mr. Mortillaro said the budget we have prepared is less than one percent greater than our 2020 budget. Our reserve fund exceeds the Board and State requirement. Our budget is fiscally conservative. It is based on a 35% GRT decrease across all Counties. In the packet material we show that the CARES Act Fund will cover our 50%
operations match in 2020 and in 2021. The Administrative match is not covered at 100% in fiscal year 2021, but it is still covered at 80%.

Mr. Mildren reviewed the overall budget presentation. The Department Directors reviewed each of their Department’s specifics.

Councilor Maggiore reported that the Finance Subcommittee had reviewed the budget and he found it to be well done and well thought out.

Commissioner Moreno said he fully concurred with Councilor Maggiore.

Chair Barrone closed the public hearing at 10:25 am.

**ACTION ITEMS**

**C. Discussion and Consideration of Resolution No. 2020-14 Interim Budget Adoption For Fiscal Year 2021**

**MOTION** A motion was made by Councilor Maggiore, seconded by Commissioner Moreno, to adopt Resolution No. 2020-14, the Interim Budget for Fiscal Year 2021.

**VOTE** The motion passed unanimously by a roll call vote of 12-0 as follows:

- Town of Edgewood, yes; City of Espanola, yes; Los Alamos County, yes; Pueblo of Nambe, yes; Pueblo of Pojoaque, yes; Village of Questa, yes; Pueblo of Santa Clara, yes; City of Santa Fe, yes; Santa Fe County, yes; Town of Taos, yes; Village of Taos Ski Valley, yes; Pueblo of Tesuque, yes

Chair Barrone noted that Mr. Dwyer did review the bylaws and determined that the vote required for the approval of item A is a simple majority of the Directors present. Item A did pass.

**D. Discussion and Consideration of Resolution No. 2020-15 Adopting the Fiscal Year 2021 Compensation Plan and Performance Increase Matrix**

Mr. Mortillaro stated that the plan was in the packet.

Chair Barrone asked for questions. There were none.

**MOTION** A motion was made by Councilor Salazar, seconded by Councilor Gonzales, to adopt Resolution No. 2020-15, the Fiscal Year 2021 Compensation Plan and Performance Increase Matrix.
The motion passed unanimously by a roll call vote of 14-0 as follows:

- Town of Edgewood, yes
- City of Espanola, yes
- Los Alamos County, yes
- Pueblo of Nambe, yes
- Pueblo of Ohkay Owingeh, yes
- Pueblo of Pojoaque, yes
- Village of Questa, yes
- Pueblo de San Ildefonso, yes
- Pueblo of Santa Clara, yes
- City of Santa Fe, yes
- Santa Fe County, yes
- Town of Taos, yes
- Village of Taos Ski Valley, yes
- Pueblo of Tesuque, yes.

**E. Discussion and Consideration of an Agreement with the Santa Fe Metropolitan Planning Organization**

Mr. Mortillaro stated that this plan is required and is in the packet.

Chair Barrone asked for questions. There were none.

**MOTION** A motion was made by Councilor Cassutt-Sanchez, seconded by Councilor Maggiore, to approve the Agreement.

The motion passed unanimously by a roll call vote of 13-0 as follows:

- Town of Edgewood, yes
- City of Espanola, yes
- Los Alamos County, yes
- Pueblo of Nambe, yes
- Pueblo of Ohkay Owingeh, yes
- Pueblo of Pojoaque, yes
- Village of Questa, yes
- Pueblo de San Ildefonso, yes
- Pueblo of Santa Clara, yes
- City of Santa Fe, yes
- Santa Fe County, yes
- Town of Taos, yes
- Village of Taos Ski Valley, yes
- Pueblo of Tesuque, yes.

**F. Discussion and Consideration of a Draft Agency Safety Plan**

Ms. Garcia reviewed the draft Agency Safety Plan which was in the packet.

There were no questions.

**MOTION** A motion was made by Councilor Gonzales, seconded by Mayor Brownell, to approve the Agency Safety Plan.

The motion passed unanimously by a roll call vote of 13-0 as follows:

- Town of Edgewood, yes
- City of Espanola, yes
- Los Alamos County, yes
- Pueblo of Nambe, yes
- Pueblo of Ohkay Owingeh, yes
- Pueblo of Pojoaque, yes
- Village of Questa, yes
- Pueblo de San Ildefonso, yes
- Pueblo of Santa Clara, yes
- City of Santa Fe, yes
- Santa Fe County, yes
- Town of Taos, yes
- Village of Taos Ski Valley, yes
- Pueblo of Tesuque, yes.
G. **Discussion and Consideration of North Central Regional District Board Attendance Report April 2019 - March 2020**

Mr. Mortillaro stated that the Attendance Report was in the packet.

Chair Barrone asked for questions. There were none.

**MOTION** A motion was made by Councilor Salazar, seconded by Councilor Maggiore, to accept the Attendance Report.

**VOTE** The motion passed unanimously by a roll call vote of 14-0 as follows: Town of Edgewood, yes; City of Espanola, yes; Los Alamos County, yes; Pueblo of Nambe, yes; Pueblo of Ohkay Owingeh, yes; Pueblo of Pojoaque, yes; Village of Questa, yes; Pueblo of Santa Clara, yes; City of Santa Fe, yes; Santa Fe County, yes; Town of Taos, yes; Village of Taos Ski Valley, yes; Pueblo of Tesuque, yes.

**PRESENTATION ITEMS**

H. **Presentation of Marketing Efforts and Fiscal Year 2021 Strategic Plan**

Mr. Nagle presented a Power Point presentation of Marketing Efforts and the Fiscal Year 2021 Strategic Plan.

Questions and Comments from the Board were as follows:

Mayor Brownell asked if people are accessing the website with their phones for the schedule and other information.

Mr. Nagle said yes, over 400 people a month are accessing the site for information.

Councilor Maggiore asked if there were any digital buys with the *Santa Fe Reporter*.

Mr. Nagle said not currently. Most people view it online now.

Councilor Maggiore asked Mr. Nagle to look into that and also the *Los Alamos Reporter*.

Mr. Nagle said the *Los Alamos Reporter* is on our list serve for press releases.

Councilor Cassutt-Sanchez said next month will be the “Best Of” issue. There will be more traffic at that time.

Mr. Nagle reported that the NCRTD has been named best transit service in the “Best of
Councilor Maggiore said the video you did is great. The budget looks great. Keep it up.

I. Presentation of 2020 Rider Survey

Mr. Nagle and Rachelle Howell from Southwest Planning and Marketing reviewed a Power Point presentation on the 2020 Rider Survey.

Chair Barrone thanked them for the presentation.

DISCUSSION ITEMS

J. Review of March 2020 Financial Summary

Mr. Mildren and Mr. Resnick reviewed the 2020 Financial Summary.

K. Quarterly Investment Report - third Quarter Fiscal Year 2020

Mr. Mildren reviewed the Quarterly Investment Report.

L. Discussion and Consideration of Automatic Clearing House (ACH) Payments over $20,000 - Third Quarter Fiscal Year 2020

Mr. Mildren reviewed the Automatic Clearing House (ACH) process for payments over $20,000.

M. Finance Subcommittee Report

Mr. Moreno reported that the meeting in May was cancelled as there were no items for review.

N. Tribal Subcommittee Report

Ms. Ladd reported that they had not met since the last meeting.

Ms. Ladd asked the Finance Subcommittee if in the financial plans the COVID funds would be spent first so that you can bank the NMDOT funds.

Mr. Mortillaro replied that based on conference calls he has been involved in the COVID or CARES funds will be spent first.

O. Sustainability Subcommittee Report
Ms. Garcia reported that the Sustainability Subcommittee did meet on April 16th. It was the first meeting with full participation. They were able to elect officers and approve minutes. Councilor Maggiore was elected as Chair and Collin Messer was elected as Vice Chair. Mayor Brownell is a new member.

Councilor Maggiore said we are still looking at fuel analytics and at the Espanola and Taos facility. It is a forward thinking design. He is optimistic and excited for the project.

P. **Executive Report and Comments from the Executive Director**

Mr. Mortillaro stated that the reports are included in the packets. If there are any questions or comments please email or call him.

**MATTERS FROM THE BOARD**

None.

**MISCELLANEOUS**

None.

**ADJOURN**

**MOTION** A motion was made by Councilor Holle, seconded by Councilor Maggiore, to adjourn the meeting.

**VOTE** The motion passed unanimously by voice vote.

There being no further business before the Board the meeting adjourned at 12:10 pm.

**NEXT BOARD MEETING**

Friday, June 12, at 9:00 am

Approved by:

Mayor Daniel R. Barrone, Chair

Attest:
Councilor Scott Flury, Secretary/Treasurer

Submitted by:

Elizabeth Martin, Stenographer