CALL TO ORDER:

A regular meeting of the North Central Regional Transit District Board was called to order on the above date by Commissioner Miguel Chávez, Vice-Chair, at 9:10 a.m. at the Jim West Regional Transit Center, Española, New Mexico.

1. Pledge of Allegiance
2. Moment of Silence
3. Roll Call

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

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<tr>
<th>Members Present</th>
<th>Elected Members</th>
<th>Alternate Designees</th>
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<tr>
<td>Los Alamos County</td>
<td>Councilor Pete Sheehy</td>
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<td>Rio Arriba County</td>
<td>Commissioner Alex Naranjo</td>
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<td>Taos County</td>
<td>Commissioner Jim Fambro</td>
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<td>Town of Taos</td>
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<td>Santa Fe County</td>
<td>Commissioner Miguel Chávez</td>
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<td>Nambé Pueblo</td>
<td>Lt. Gov Arnold Garcia</td>
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<td>Pojoaque Pueblo</td>
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<td>Santa Clara Pueblo</td>
<td>Ms. Mary Lou Valério</td>
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<td>City of Santa Fe</td>
<td>Councilor Joseph Maestas</td>
<td>Mr. Isaac Pino</td>
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<td>San Ildefonso Pueblo</td>
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<td>Tesuque Pueblo</td>
<td>Gov Charles Dorame</td>
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<td>City of Española</td>
<td>Councilor Tim Salazar</td>
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<td>Town of Edgewood</td>
<td>Councilor Chuck Ring [later]</td>
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<td>Rio Metro (ex officio)</td>
<td>Ms. Elizabeth Carter</td>
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**Staff Members Present**
- Mr. Anthony J. Mortillaro, Executive Director
- Ms. Stacey McGuire, Projects and Grants Specialist
- Mr. Troy Bingham, Finance Director
- Mr. Peter Dwyer, Legal Counsel
- Ms. Dora Anaya, HR Director
- Ms. Delilah Garcia, Transit and Facilities Operations Director
- Mr. Jim Nagle, Public Information Officer
- Mr. Daniel Roybal, Transit Shift Supervisor

**Others Present**
- Mr. Carl Boaz, Stenographer
- Mr. Austin Fisher, Rio Grande Sun
- Mr. Keith Wilson, Santa Fe Trails
- Mr. James Martinez, Santa Fe Trails
- Ms. Ann Sanchez
- Mr. Ray Matthews, Santa Fe County
- Mr. Hvtch Miller, Tribal Liaison

4. INTRODUCTIONS

Everyone present introduced themselves.

5. APPROVAL OF AGENDA

Councilor Sheehy moved to approve the Agenda as presented. Commissioner Naranjo seconded the motion and it passed by unanimous voice vote. Councilor Ring was not present for the vote.
6. APPROVAL OF MINUTES – September 9, 2016

   Councilor Maestas moved to approve the minutes of September 9, 2016 as presented. Councilor Salazar seconded the motion and it passed by unanimous voice vote. Councilor Ring was not present for the vote.

7. PUBLIC COMMENTS

   There were no public comments.

   Councilor Ring arrived at 9:14

PRESENTATION ITEMS:

   A. Introduction of Delilah Garcia, Transit and Facilities Director, Dora Anaya, Human Resources Director, Daniel Roybal, Transit Shift Supervisor

      Mr. Mortillaro introduced the new staff members, Ms. Delilah Garcia is the new Transit and Facilities Operations Director. She was with the NMDOT Rail and Transit Division as Programs Manager. Ms. Dora Anaya is the Human Resources Director and was with New Mexico State Department of Vocational Rehabilitation as Human Resources Manager. Mr. Daniel Roybal is the new Transit Shift Supervisor and was with Santa Fe Trails as a shift supervisor.

      Ms. Garcia thanked everyone for the opportunity to serve NCRTD.

      Ms. Anaya, native Santa Fean came from 18 years with the State. She looked forward to working with everyone.

      Mr. Roybal said he came from City of Santa Fé Trails as a Supervisor there.

      Vice-Chair Chávez welcomed them on behalf of the Board.

   B. Presentation of GFOA “Distinguished Budget Presentation Award”

      Vice-Chair Chávez read the letter for the award from the Government Finance Officers’ Association.

      Mr. Mortillaro was very pleased that our District was recognized for this award out of 800+ agencies in New Mexico. Only about 15 get the award annually. Now we will work to retain this award.

      He invited Mr. Bingham to receive the award.

      Mr. Bingham said this is more an award for his staff. Hopefully, this will clarify our finances in the future.
Commissioner Fambro said when he worked for the Town of Taos, they tried to get that award and it took four years of trial and error and didn’t know how many hours’ time. It is not an easy thing. The whole process is very arduous. “It blows me away that this was done so quickly. It is one of the highest honors.”

Mr. Mortillaro said this was our third submittal to get the award.

Councilor Maestas said being comfortable where your agency is financially covers a lot of the worry. Not having it in order is consternation of the board. So, we can rest assured our financial house is in order.

Councilor Sheehy, as Chairman of the Finance Subcommittee, said it has been a pleasure to work with Mr. Bingham and his staff and to achieve this award is more of a reward than a piece of paper. When you go out to bond, you get better terms because it shows the agency knows where its money is going. The entire organization deserves the credit.

Vice-Chair Chávez said, as a member of the Finance Subcommittee, he learned a lot more of our organization. The financial part was relatively new. The funding we have in place is very unique and safe to say that this one is better funded and organized in the state. So, going back to extend the GRT will hopefully have their support to continue to provide service into the next twenty years and be a permanent feature of services provided. Congratulations to all who worked to get it where it is today and for those who come after us.

Gov. Dorame gave congratulations. He appreciated the hard work Mr. Bingham and his staff have rendered. It is important to spread the word around and hopefully the media will help it get out to the whole state, especially addressing the state, counties and municipalities to know who the NCRTD is and its accomplishments. He would hope to see it in all the papers.

C. Above and Beyond Quarterly Award

Mr. Mortillaro said this award is made every quarter to an employee who emulates the criteria for this award - above and beyond normal duties.

The award is for Rodney Kephart, who drives the Chama to Española route every day and back. He joined the District in March, 2015 and demonstrated a customer service focus and putting the needs of passengers first. He joined after the Avail system was implemented. It is important to get regular driver feedback. Mr. Kephart created a large map of his route and identified points where ITS data collection could be improved. He did it on his own and deserves this award.

Vice-Chair Chávez read the award for him and presented it to him.

Mr. Kephart thanked the Board and said it is just part of his job.

ACTION ITEMS:

D. Discussion and Consideration of Resolution 2016-39 Adopting and Amending Personnel Rules and Regulations
Mr. Mortillaro said the packet has a redline of all changes made to the Personnel Rules and Regulations and also a clean version, if approved. Some are based on federal changes. It had not been updated since August, 2013. Mr. Dwyer did the majority of them, based on his own research and also from Human Resources and himself. This was presented to Finance subcommittee last Friday.

Mr. Dwyer went through the changes for the Board, starting on page 20. Since Ms. Anaya just came on as HR Director, she didn’t have time to go through these changes and policies. She did contribute a few things but as we go through using them, she will probably have other changes to propose later on.

1 - provided clarity on work environment and nondiscrimination.
2 - pay for temporarily doing extra duties on interim basis by Executive Director authority.
3 - nepotism rules revised to require affirmative disclosure.
4 - drug and alcohol to include prescription or over the counter drugs. Recommended by most recent audit.
5 - hiring ads - no prejudice in acquisitions and mergers. Preference for their employees.
6 - performance evaluations done annually although can be on different dates.
7 - seasonal employees given preference in permanent position hiring with financial inducements.
8 - overtime rules revised through changes to admin policy.
9 - Fair Labor Standards for overtime is changing - base pay minimum raised from $20k to $42k.
10 - work week requirements for admin staff (nonunion). 8-5.
11 - classified employees - comply with federal rules and comp time.
12- rehire eligibility revised.
13 - holidays recognized - deleted personal holidays and added Christmas eve.
14 - domestic violence to comply with state statute. Time off for confidential purposes.
15 - jury and court leave compensation and when representing the District
16 - sick leave - mirroring for administrative staff with CBA - sell back sick leave for annual leave or cash.
17 - FMLA - federal changes
18 - newly defined terms like domestic partner
19 - new employee integration

Councilor Ring asked if the domestic violence policy applies to the perpetrator.

Mr. Dwyer said it could be but the law is clearly written to protect victims.

Councilor Maestas asked if he consulted with others with expertise in his firm.

Mr. Dwyer explained he is here as a part-time employee. He went to the State HR Conference specifically for a legal update this fall. He also has many friends in the legal profession who give him free specific advice. The most time-consuming is reading the CFR reports. The Department of Labor has waffled on many fair labor standards. He put a lot of time into it and thought it is pretty good.

Councilor Maestas asked if the RTD was sued by an employee there are legal protections. He asked if it would be important to send these policies to our insurer as a form of risk management.

Mr. Dwyer said that in the past it has been Tony Ortiz who does lots of work with the Self Insurance
Fund and for schools. He represented the District in the two cases we have had and he used Mr. Ortiz’ feedback in upgrading our rules. He gave good help in settling those claims.

Councilor Maestas asked if there are any exceptions in delegation of authority when the Executive Director is out of the office.

Mr. Dwyer said everything is the Executive Director or his delegated authority. We don’t do a lot of delegation down.

Commissioner Fambro moved to accept the changes, adopting the new personnel rules. Councilor Ring seconded the motion.

Councilor Sheehy reported that the Finance Subcommittee had a good Q/A session and were satisfied generally with all proposed changes. He asked if the policy provides legally for some means of bringing on personnel records from acquisitions or mergers such as employees on probation.

Mr. Dwyer said the District would abide by any agreement made with the entity acquired. Probation was reduced from 6 months to 3 months if they allowed their personnel file to be reviewed. Everyone in Taos gave the waiver.

Vice-Chair Chávez noted that both #5 and #19 addressed accretions and asked why.

Mr. Dwyer said Mr. Mortillaro asked for another bit of information on it. He said there are specific issues dealing with hiring, whether union or non-union. The union employees would be covered by the CBA already.

The motion passed by unanimous roll call vote (10-0) with City of Española, Town of Edgewood, Los Alamos County, Nambé Pueblo, Rio Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, Taos County, and Tesuque Pueblo voting in favor and none voting against.

E. Discussion and Consideration of Resolution 2016-40, Demonstrating the NCRTD’s Commitment to Provide its Local share for §5311 Federal Funding Award in Federal Fiscal Year 2018 (FFY18)

Ms. McGuire explained that revised numbers required bringing this back the resolution for a new approval. This would supersede Resolution 2016-34. The maximum was raised to $2,230,410 maximum.

Councilor Sheehy moved approval of Resolution 2016-40, Demonstrating the NCRTD’s Commitment to Provide its Local Share for §5311 Federal Funding Award in Federal Fiscal Year 2018. Councilor Ring seconded the motion and it passed by unanimous roll call vote (10-0) with City of Española, Town of Edgewood, Los Alamos County, Nambé Pueblo, Rio Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, Taos County, and Tesuque Pueblo voting in favor and none voting against.
F. Discussion and Approval of Operational Assessment of Town of Taos Routes post-consolidation

Mr. Mortillaro said the District acquired the Taos System in July 2015 and made a commitment for no changes to routes for a one-year period. We now have an opportunity to make the assessment and conducted a public meeting in Taos on August 17, 2016 with 16 in attendance. Based on feedback and assessment, staff provided certain recommendations regarding minimal cost improvements and other adjustments for 2018.

Ms. McGuire said page 191 gives the matrix for the routes proposal. There were many comments from folks who wanted a library stop. Ms. McGuire went through each route they evaluated and the proposed changes include additional stops on north side - especially at El Prado, and stops not captured in the Chile Red Line. Two new stops were requested and Saturday service, for access to Farmers’ Market. All route changes highlighted in white are the phase 1 request that can be absorbed in the schedule. Pink highlighted are recommended for FY 18. Bigger fiscal impacts and time is needed for planning and expanding beyond Paseo. Those in white are ongoing with improvements. The yellow ones are for the next six months and have a small fiscal impact. The pink will have more significant impacts and need careful planning.

The second column has UNM-Taos requests to incorporate the Pueblo within the UNM Route. They want to create a seamless route plan for those in the pueblo to attend UNM. There are 70 such students now so there is a vested interest.

She is also looking at the request for WiFi on the buses and is coordinating with new Taos facilities in town. An ATM departure was requested but there is not much ridership on it and are considering eliminating that last stop due to lack of ridership.

Commissioner Fambro said there were also comments for the 6 pm route to delay 15 minutes for better connections.

Ms. McGuire said the administration at UNM didn’t think that was needed.

Councilor Sheehy asked what the rack card option is.

Ms. McGuire explained that a transfer is required now. Sometimes that can cause hesitation enough that they don’t use the bus. The rack card provides the steps for the rider.

Taos Ski Valley is the green column. In the original discussion, there was an option for midday and weekend service. It was decided to have more in early morning and late afternoon. Since then, more feedback is that people in Taos really want the midday service. Midday is for those who want to ski for a half day. It is a possibility for phase 1.

Mr. Mortillaro said the routes would begin on December 16 so the decision must be made no later than the December meeting.
Ms. McGuire said they also got feedback for paratransit service - specifically for those who are ADA certified. She also got other feedback, including weekend service. This would come back as part of the budgeting process and maybe start with Saturday service.

They are also looking at the Tres Piedras route and the Park and Ride routes to see what options there are. The riders in Tres Piedras are incredibly thankful for the service and are transit-dependent. They asked for an additional day of service and additional bus stops in town. It would have no fiscal impact. The Park and Ride request are for more stops on Colorado Road but no action is requested on that yet.

For the NM 518 to Peñasco route, Staff is requesting Board direction and recommendation (pages 189 and 190) for which of two options. Staff recommended option 2 as a two-phase approach.

Commissioner Fambro moved to direct Staff to option 2 as presented, implement the route modifications in the Taos area transit routes in a two-phased approach. Councilor Maestas seconded the motion and it passed by unanimous roll call vote (10-0) with City of Española, Town of Edgewood, Los Alamos County, Nambé Pueblo, Rio Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, Taos County, and Tesuque Pueblo voting in favor and none voting against.

Mr. Mortillaro asked if the Board felt the Taos Ski Valley midday route request should be addressed.

Commissioner Fambro said it was discussed a lot and there is good support for it.

Commissioner Fambro moved to approve Staff implementing a Taos Ski Valley midday route (TSV Green Line). Councilor Ring seconded the motion.

Councilor Sheehy asked what fiscal impact would result and where funding would come from.

Mr. Bingham believed we have money. It would require a temporary driver at an estimated cost of $20,000 to $30,000.

Commissioner Fambro felt having it on a trial bases would cover it overall and he accepted any action to make the route occur.

The motion passed by majority (9-0-1) roll call vote with City of Española, Town of Edgewood, Los Alamos County, Nambé Pueblo, Rio Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County and Taos County voting in favor, none voting against and Tesuque Pueblo abstaining.

G. Discussion and Consideration of Resolution No. 2016-41 Transportation Alternatives Program (TAP) ADA Transition Plan FFY18 and FFY19 Planning, Design, Construction, Construction Management and Capital Request Application Submittal

Mr. Mortillaro said this is the 4th phase of the TAP program.

Ms. McGuire said this is a continuation for added TAP funding in a two-phased approach for planning
and design funds to incorporate new routes since the merger and to look at this building and the Taos dispatch office to be shared. Then in FY 19, construction and construction management. The details of the project are presented on page 194, Page 195 is the Resolution and page 196 is the completed feasibility form required by the TAP program.

Councillor Ring moved to approve Resolution No. 2016-41 Transportation Alternatives Program (TAP) ADA Transition Plan FFY18 and FFY19 Planning, Design, Construction, Construction Management and Capital Request Application Submittal. Councillor Maestas seconded the motion and it passed by unanimous (10-0) roll call vote with City of Española, Town of Edgewood, Los Alamos County, Nambé Pueblo, Rio Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, Taos County, and Tesuque Pueblo voting in favor and none voting against.

H. Discussion and Consideration of FY2016 Bus Replacement Purchases

Mr. Mortillaro said this includes recognition of some purchases made prior to coming to the Board and approval of a large purchase (over $100,000), as well.

Mr. Bingham explained that the budget included the schedule for 14 buses under §5311 and 3 buses on the §5310 side. There have been a few changes since we prepared the budget. Staff looked at our fleet which has six or seven different types of buses. Want to consolidate the fleet. They cannot all be the same but 14-passenger and 29-passenger buses are the standards for the fleet. We also want to incorporate all the new equipment on the buses and get the most bang for the buck. That design takes out the back doors and the head rests that people bump their heads on.

The average life span is about 3-4 years (200,000 miles) and cost about $94,428.

Replacing takes 6-9 months so we placed the order for the one bus that is inoperable and also the Santa Clara Pueblo bus. We had one with a rental payment that applies to the purchase. That is third best performing and didn’t want to walk away from that bus. Also, purchasing allows getting rid of outside insurance. The lease ended December 31. We paid the money to buy out the lease and now own it for the Mountain Trail Route.

Pages 98-99 shows the ten buses. All the buses exceed the mileage requirement but must keep them going for six more months until the new ones arrive. Even the Los Alamos bus is up for replacement.

This will also bring costs for maintenance down. The State is talking about changing expected life to a longer amount.

Mr. Bingham said they went over budget by $672. $188,702 is the local match. So, for a little over $200,000, the District gets ten new buses.

For all demand response and paratransit, the District is using new 2016 Transit vehicles. They are good for getting down all roads but have a very heavy door and the lift is in the very back. That didn’t work so we replaced the three Ford Transits with two 14-passenger buses. $242,553 is the match for those two.
Page 99 presents the detail on capital outlay.

His request is for recognition for replacement of those two buses purchased and the buyout of the Mountain Trail lease, and authorization for 10 14-passenger buses and two for demand response.

Vice-Chair Chávez asked if the Mountain Trail includes a backup.

Mr. Bingham said the District has a backup as spent last year from the State and a third bus we bought outright. There are three buses assigned to that route.

Councilor Sheehey asked if the replacement of the Ford Transits with the 14-passenger buses will still be able to negotiate those neighborhoods.

Mr. Bingham said they will keep the Transits for tight neighborhoods. So, we have two types operating and might have to ask some riders to walk to a place we can get to.

Councilor Sheehey asked if demand response is not ADA.

Mr. Bingham agreed. Elderly and disabled is the intended purpose for those buses but we can use them for demand response.

Councilor Sheehey said he Board needs to think about access for disabled.

Vice-Chair Chávez clarified that five motions are needed for this proposal.

Councilor Maestas moved to recognize the purchase of state capital outlay for a 14-passenger bus from late August, 2016 for $94,428. Councilor Ring seconded the motion and it passed by unanimous (10-0) roll call vote with City of Española, Town of Edgewood, Los Alamos County, Nambé Pueblo, Rio Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, Taos County, and Tesuque Pueblo voting in favor and none voting against.

Councilor Maestas moved to recognize the purchase of Santa Clara Pueblo’s 14-passenger bus from late August 2016 for $94,428 to be reimbursed by tribal transit funds passed through the Pueblo. Councilor Ring seconded the motion and it passed by unanimous (10-0) roll call vote with City of Española, Town of Edgewood, Los Alamos County, Nambé Pueblo, Rio Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, Taos County, and Tesuque Pueblo voting in favor and none voting against.

Councilor Maestas moved to recognize the buyout purchase of Santa Fe Mountain Trail rental/lease bus from September, 2016 for $128,627. Councilor Ring seconded the motion and it passed by unanimous (10-0) roll call vote with City of Española, Town of Edgewood, Los Alamos County, Nambé Pueblo, Rio Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, Taos County, and Tesuque Pueblo voting in favor and none voting against.
Councilor Maestas moved to authorize the Executive Director to purchase ten 14-passenger buses at a cost of $944,135 from approved NMDOT purchase agreement number 60-000-15-00015 after final approval from NMDOT to proceed with the purchase. Councilor Salazar seconded the motion and it passed by unanimous (10-0) roll call vote with City of Española, Town of Edgewood, Los Alamos County, Nambé Pueblo, Rio Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, Taos County, and Tesuque Pueblo voting in favor and none voting against.

Councilor Maestas moved to authorize the Executive Director to purchase two 14-passenger buses for demand response at a cost not to exceed $188,827 from approved NMDOT purchase agreement number 60-000-15-00015 after final approval from NMDOT to proceed with the purchase. Councilor Salazar seconded the motion and it passed by unanimous (10-0) roll call vote with City of Española, Town of Edgewood, Los Alamos County, Nambé Pueblo, Rio Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, Taos County, and Tesuque Pueblo voting in favor and none voting against.

I. Discussion and Consideration of Resolution No. 2016-42 Adopting Amended Financial Policies to Incorporate a Change to District’s Financial Policies to Include Automatic Vendor Payments and Check Signatures

Mr. Bingham said this is a housekeeping item. The District has been doing this but never codified the practice in policy. It came up in the Finance Subcommittee meeting.

The policy was last approved in October, 2015. Current policy did not outline how we pay vendors. The red line proposed change is on pages 215-216. A prior resolution adopted in 2013 started automatic ACH process. With it, no mail is involved and it speeds up the process.

Amounts over $20,000 require two signatures which has been the practice for physical checks over $20,000. But when Mr. Mortillaro is not available or the Board Chairman, a second designated person is needed to sign. Mr. Bingham wants to be able to sign in the second spot, when needed. Vendors who will get over $20,000 have all signed up for ACH payments and it is done within 48 hours. This has gone to the Finance Subcommittee already.

Mr. Mortillaro explained that the resolution adopts the red line version and it is attached to the resolution.

Councilor Maestas was just puzzled why the resolution did not call out the changes in the policy. He asked why it is called policy #1.

Mr. Bingham said there are seven and this is a change to the first policy.

Vice-Chair Chávez said the Finance Subcommittee discussed that.
Councilor Sheehy said the Finance Subcommittee is satisfied that appropriate checks still remain and streamlines the process with vendors.

Councilor Sheehy moved to approve Resolution No. 2016-42 Adopting Amended Financial Policies to Incorporate aa Change to District’s Financial Policies to Include Automatic Vendor Payments and Check Signatures Councillor Maestas seconded the motion and it passed by unanimous (9-0) roll call vote with City of Española, Town of Edgewood, Los Alamos County, Nambe Pueblo, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, Taos County, and Tesuque Pueblo voting in favor and none voting against. Rio Arriba County was not present for the vote.

J. Discussion and Approval of Investment of District Funds Summary

Mr. Mortillaro said this is the quarterly report and the results were reported to the Finance Subcommittee.

Mr. Bingham recalled the District had changed the policy to include brokered CDs and they have been moving most funds to them for twice the rate of return we were getting before. Page 234 has a spreadsheet that shows the whole summary. The rate for brokered CDs is 75 bps; LANB gives 40 bps at best.

He showed the new banks that were added for the four brokered CDs. The District’s cash account has a $1.3 million balance. Treasury securities are maturing and they plan to turn them into brokered CDs. If we do more and more every month, he is hoping he can exceed the return for 1-yr treasuries. They are getting 80 bps on most of them. Guadalupe Credit Union and Century Bank both give 100 bps.

There were no questions.

Councilor Ring moved to approve the policy from the investment report. Councilor Maestas seconded the motion and it passed by unanimous voice vote.

K. Discussion and Approval of FY2016 Year-End Financial Summary Report

Mr. Mortillaro explained this report is required by our policies and that we provide a summary at end of year.

Mr. Bingham reported they are finished with audit and get final approval next week and then a review by the Finance Subcommittee and send to the State Auditor so the audit report will be seen in a couple of months. The report starts on page 236.

We normally use fund balances at year end but this year, were able to avoid using any fund balance so instead of taking away $700,000, we added $700,000. $3 million of the total is in grants and the rest are pushed off to next fiscal year. As shown on page 236, the GRT budget of $6.9 million brought in $7.6 million, or 11% more than intended.
By county, the GRT revenue from Los Alamos County was over budget at 129%; Rio Arriba County at 105%; Santa Fe County at 104%; and Taos County at 125%.

Page 244 shows that expenditures came in under budget because we are conservative with what we spend. There were no significant overages and no department exceeded the budget for the year.

Commissioner Fambro noted the Questa clean up phase 2 expires this month. It was the big phase at over $800 million.

Councilor Sheehy agreed it was a good year for Los Alamos County but the Lab is hiring people to replace people like himself who retire and many stay in Los Alamos. Perhaps after Tuesday’s election we will know more. In October, 2018 when the new contract goes to a nonprofit, we could lose the GRT. It is unpredictable but will be watched carefully. Tennessee taxes the contractor if it is nonprofit or not.

Councilor Ring moved to approve the financial report. Commissioner Naranjo seconded the motion and it passed by unanimous voice vote.

Vice-Chair Chávez asked if the agenda could be amended to consider the discussion items prior to the closed session.

Councilor Sheehy moved to amend the agenda to consider discussion items before the executive session. Ms. Valério seconded the motion and it passed by unanimous voice vote.

DISCUSSION ITEMS:

N. Financial Report for September, 2016:

Mr. Bingham presented the financial report as shown in the packet and made comments. Grant revenue was a little less than expected and well below budget. Travel is a little high at 12%. Insurance is up because we pay ahead for the year.

The Board had no questions.

O. Finance Subcommittee Report

Councilor Sheehy said he had already reported most of what they considered. The audit- was completed and one more meeting to accept it.

P. Tribal Subcommittee Report

Gov. Dorame said the minutes of the June 29 meeting are in the packet. We met in September at Buffalo Thunder. The next meeting is in Taos.

Ms. McGuire said it will be on Civic plaza on December 7 at 10 a.m.
Gov. Dorame announced that November 12 is Pueblo of Tesuque Feast Day with dancing all day. Everyone is invited.

The Pueblo of Pojoaque Feast Day is on December 12.

Ms. McGuire said she will be sending out support letter requests for the TAP application.

Gov. Dorame introduced tribal representative, Hvtch Miller who is a valuable asset to their community.

Q. Executive Report and comments from the Executive Director:

Mr. Mortillaro referred the Board to his report which is included in the packet.

Commissioner Naranjo excused himself from the meeting at 11:36.

Ms. Garcia commented on the performance reports which were also presented in the packet, including operational costs with comparisons to Region Six costs, spare vehicle ratios, inspections and preventative maintenance schedules. There were one minor and one major accidents. Three complaints were received in August and one in September. There were eight customer incidents. Ridership on demand response had a slight decrease. On time arrivals were less than 1% late.

There were no questions on her performance report.

L. CLOSED SESSION

Councilor Maestas moved to go into closed executive session for discussion related to GRT for local option pursuant to NMSA 1978, Section 10-15-1.H(7) relating to Attorney-Client privileged matters pertaining to pending or threatened litigation in which the District may become a participant. Councilor Sheehy seconded the motion and it passed by unanimous (9-0) roll call vote with City of Española, Town of Edgewood, Los Alamos County, Nambé Pueblo, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, Taos County, and Tesuque Pueblo voting in favor and none voting against. Río Arriba County was not present for the vote.

The Board went into executive session at 11:48 a.m. and returned from executive session at 12:33 p.m.

M. Reconvene in Open Session

Commissioner Fambro moved to reconvene in open session. Councilor Ring seconded the motion and it passed by unanimous (8-0) roll call vote with Pueblo of Tesuque, Town of Edgewood, Los Alamos County, Santa Fe County, Taos County, Pueblo of Santa Clara and City of Española voting in favor and none voting against. City of Santa Fe and Río Arriba County were not present for the vote.

Mr. Dwyer announced to the public that during the closed executive session, no actions were taken and
the discussion was limited to those matters posted on the agenda.

Councilor Ring requested a report from the Attorney.

Mr. Dwyer clarified that the discussion pertained to the NCRTD GRT local option.

Councilor Sheehey moved to authorize the attorney to take action regarding this matter. Ms. Valério seconded the motion and it passed by unanimous (8-0) roll call vote with Pueblo of Tesuque, Town of Edgewood, Los Alamos County, Santa Fe County, Taos County, Pueblo of Santa Clara and City of Española voting in favor and none voting against. City of Santa Fe and Rio Arriba County were not present for the vote.

MATTERS FROM THE BOARD

There were no matters from the Board.

MISCELLANEOUS

There were no miscellaneous items.

ADJOURNMENT

Commissioner Fambro moved to adjourn the meeting. Ms. Valério and Councilor Ring seconded the motion and it passed by unanimous voice vote.

The meeting was adjourned at 12:37 p.m.

NEXT MEETING: December 9, 2016 at 9:00 a.m.

Approved by:

Daniel R. Barrone, Chairman

Attest:

Dennis Tim Salazar, Secretary

Submitted by:

Carl Boaz for Carl G. Boaz, Inc.

North Central Regional Transit District Board November 4, 2016