

Item #5 March 22, 2017 Minutes



South Central Regional Transit District Board of Directors  
Wednesday, March 22, 2017 -- 1:30 PM  
Doña Ana County Government Center  
Commission Chambers  
845 North Motel Boulevard Las Cruces, NM 88007

MINUTES

- I. **Call to Order** – Chairman Javier Perea called the meeting to order at 1:30 pm.
- II. **Pledge of Allegiance:** Pledge of Allegiance was led by Chairman Javier Perea
- III. **Roll Call (Sign In)** –Jeannie Jacka, SCCOG Fiscal Clerk, did a roll call of SCRTRD Board members. With five (5) members present and one participating via telephone, a quorum was established.

**Present at the meeting:**

**Board Members:**

Javier Perea, RTD Chair, Sunland Park  
Nora Barraza, RTD Vice Chair, Town of Mesilla  
Greg Smith, Councilor, City of Las Cruces  
Billy G. Garrett, RTD Treasurer, Dona Ana County  
Commissioner  
Gerald LaFont, Councilor, City of Elephant Butte  
Via Telephone: Marjorie Powey,  
Village of Williamsburg

**SCRTRD Staff: SCRTRD Staff:**

David Armijo, SCRTRD Executive Director  
Leticia Lopez, SCRTRD Dispatcher

**SCCOG Staff:**

**Jay Armijo, SCCOG Executive Director**  
Katherine Gervasio, SCCOG Fiscal Administrator  
Jeannie Jacka, SCCOG Fiscal Clerk  
Angela Rael, SCCOG SCRTRD Planner

**Members Absent:**

Steve Green, SRTD Secretary, City of T or C  
Robert E. Torres, Village of Hatch  
Sharon Thomas, Citizen Advisory

**Guests:**

Mike Bartholomew, MVMPO  
Charles Clements, Las Cruces Citizen  
Mark Best, Las Cruces Citizen  
Michael McAdams, MVMPO  
Mike Stone: Stone, McGee & Co., Auditor

- IV. **Approval of / Changes to Agenda:** *Member Perea* asked if any changes be made to the agenda. No changes, agenda approved.
- V. **Approval of SCRTRD Meeting Minutes of January 25, 2017:** **Commissioner Garret** requested that 2 clarifications be made on the minutes. The first one being that Mayor Barraza suggested “that providers in Las Cruces could maintain the SCRTRD website” and the second one was in regard to the selection of members to the Citizen Advisory Committee. Board members will discuss this process at a future meeting. *Member Smith* made a motion to approve the minutes of January 25, 2017. *Member Barraza*, *Seconded*, *Motion Carried unanimously*.
- VI. **Treasurer’s Report (Commissioner Billy Garrett):**  
*Member Garrett* reported that as of 02.28.2017, the expenditures were at \$511,548.41 and the revenue was at \$571,512.44 with budget adjustments. No discussion on

Treasurer's report.

- VII. **Public Input: Mark Best-Citizen of Las Cruces**, stated that as of 03.22.2017, the requested farebox and ridership numbers were still not up on the website even with the request from Member Smith from the last meeting. **Executive Director, David Armijo**, responded to Mr. Best by letting the board know that the website was not working and that a new one is being created. It should be ready within 30 days.

No more public input.

- VIII. **Executive Director's report: David Armijo, Executive Director, SCRTD: Mr. Armijo** introduced the new dispatcher, Leticia Lopez to the board. He stated that the salary for Ms. Lopez will be supported by the 5310 Grant. Also, with the 5310 Grant a new bus was purchased in December and all documents are ready to be sent in for reimbursement. **Mr. Armijo** handed out new bus route schedules with the updated times. Mr. Armijo announced that there are currently 94 bus stops.

IX. **Discussion items:**

a. **Acquisition of two buses from Rio Metro Transit District: Executive Director David Armijo** handed out a report from Rio Metro RTD regarding the buses that were removed from Rio Metro fleet. A resolution (R-17-02) has been made to approve the transfer of 2 Rio Metro buses to the SCRTD for an amount of \$ 11,774.20. The 2 buses are painted red, therefore **Commissioner Garrett** suggested that quotes be sought to match the other SCRTD buses. Mayor **Barraza** had concerns on the cost of painting the buses and asked if there was money for this in the budget. **Mr. David Armijo**, stated the new buses would generate more revenue. There is also funds in reserves that could cover the cost of painting the buses.

X. **Action--Items.**

a. **Resolution to Approve SCRTD's Fiscal Year 2017 Meeting Schedule**

A motion was made by **Mayor Barraza** to accept the SCRTD's Fiscal Year 2017 Meeting Schedule. **Councilor Smith** seconded the motion. Motion carried unanimously.

b. **Resolution to Approve SCRTD's Fiscal Year 2016 Audit**

A motion was made by **Mayor Barraza** to approve the 2016 Fiscal Year Audit. **Commissioner Garrett** seconded the motion. **Katherine Gervasio, SCCOG Fiscal Administrator**, introduced Mike Stone from Stone, McGee & Co. Mr. Stone discussed the FY16 Independent Auditor Report and explained the findings and the corrective actions taken. Motion carried.

c. **Resolution to Approve SCRTD's Fiscal Year 2017 Budget Adjustments**

**Mayor Barraza** made the motion to approve the SCRTD'S Fiscal Year 2017 Budget Adjustments, **Councilor Smith 2<sup>nd</sup>** the motion. Motion carried. **Katherine Gervasio, SCCOG Fiscal Administrator**, explained that the proposed budget adjustments are required due to the hiring of a full-time dispatcher and 1.5 drivers.

d. **Resolution to Approve Acquisition of 2 buses from Rio Metro Transit District**

A motion was made by **Councilor Greg Smith** to approve the acquisition of two buses from Rio Metro RTD. **Commissioner Billy Garrett 2<sup>nd</sup>** the motion. No discussion, motion carried unanimously.

e. **Appointment of Billy Garrett to Camino Real Board as Representative of SCRTD**

**Councilor Smith** made a motion to appoint Commissioner Garrett as the

representative of SCRTD to Camino Real Board. **Mayor Barraza** seconded the motion. Motion carried and approved.

**XI. Board Comments:** **Mayor Barraza** suggested that the SCRTD website be shut down since it is having problems. Per the Open Meetings Act, the meetings have to be posted on the website. Therefore, the website will be kept open with a “under construction” message.

**Councilor Smith** informed the board that this would be his last meeting and that Councilor Jack Eakman would be filling his position.

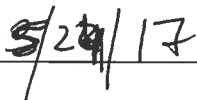
**Jay Armijo, SCCOG Executive Director**, asked all the board members to look over their ICIP’s and add them to the next meeting.

**Member LaFont** asked when services would be available in Sierra county. **Mr. David Armijo** explained that this service was included in the 5-year plan. He is working on estimated costs to deliver services in Sierra County.

**XII. Adjournment:** **Councilor Smith** made a motion to call the meeting adjourned. **Mayor Barraza 2<sup>nd</sup>**. **Mayor Perea** called the meeting adjourned at 2.53 pm.

Approved by:

  
\_\_\_\_\_, SCRTD Chairman

  
\_\_\_\_\_  
Date