



SOUTH CENTRAL REGIONAL TRANSIT

DISTRICT BOARD OF DIRECTORS

**Board Meeting
AGENDA**

Wednesday, March 28, 2018, 1:30 PM

The following is the agenda for a meeting of the Board of Directors of the South Central Regional Transit District to be held Wednesday, March 28, 2018 at 1:30 PM, at the Dona Ana County Government Center, 845 North Motel Boulevard Las Cruces, New Mexico 88007.

Digital recordings and/or minutes will be made and will be available on request.

The SCRTD does not discriminate based on race, religion, sex, sexual orientation, gender identity, color, ancestry, serious medical condition, national origin, age, or disability in the provision of services.

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Call to Order

1. Pledge of Allegiance
2. Roll Call
3. Changes to the Agenda
4. Public Input
5. Approval of SCRTD Meeting Minutes of February 28, 2018
6. Financial Report for the Period Ending February 28, 2018- Katherine Gervasio
7. Executive Director's Report- David Armijo
8. Action items:
 - a. A Resolution approving the Financial Statements as of February 28th, 2018.
 - b. A Resolution approving contract with Independent Auditing Firm Stone, McGee and Co. CPA for Fiscal Year 2017-2018 auditing services.
 - c. Approval To Provide 3.6 Percent Pay Increase To Bus Operators
 - d. Personal Time Off Policy (PTO)
 - e. Evaluation of Blue Route
 - f. Fiscal Agent RFP
9. Discussion items:
 - a. Bylaws review
10. Board Comment
11. Adjourn

AGENDA ITEM NO. 5 - SCRTRD Meeting Minutes



**South Central RTD Board of Directors Meeting
Wednesday, February 28, 2018 – 2:00 PM
Doña Ana County Government Center
845 N. Motel Blvd., Las Cruces, NM 88007**

MINUTES

Call to Order – Chairman Perea was in attendance by telephone but asked Mayor Barraza to conduct the meeting on his behalf.

Acting Chairman Nora Barraza called the meeting to order at 2:08 pm.

- I. Pledge of Allegiance:** Pledge of Allegiance was led by Acting Chairman Nora Barraza.
- II. Roll Call (Sign In)** – Kathy Elverum, SCRTRD Fiscal Clerk, did a roll call of SCRTRD Board members. With five members present, a quorum was established.

Present at the meeting:

Board Members:

Javier Perea, RTD Chair, City of Sunland Park,
attending by telephone
Majorie Powey, Village of Williamsburg, attending
by telephone
Nora Barraza, RTD Vice Chair, Town of Mesilla
Diana Trujillo, City of Anthony
Jack Eakman, City of Las Cruces appointed
Councilor Greg Smith as his alternate

SCCOG Staff:

Katherine Gervasio, SCCOG Fiscal Administrator
Kathy Elverum, SCRTRD Fiscal Clerk
Jay Armijo, SCCOG Executive Director

SCRTRD Staff:

David Armijo, SCRTRD Executive Director

Guests:

None

Members Absent:

Billy Garret, RTD Treasurer, Doña Ana County
Robert E. Torres, Village of Hatch
Steve Green, RTD Secretary, City of T or C
Gerald LaFont, City of Elephant Butte

- III. Approval of / Changes to Agenda-See Attached:**
Member Greg Smith made a motion to approve the agenda as presented, Member Diana Trujillo seconded. A roll call vote of the members was taken, and the motion carried unanimously.
- IV. Public Input:** No public input

V. Approval of SCRTD January 24, 2018 minutes-See Attached:

Member Javier Perea made a motion to approve the minutes of January 24, 2018 as distributed, Member Diana Trujillo seconded. Member Greg Smith and Member Trujillo abstained from voting. A roll call vote of the members was taken, and the motion carried with three in favor and two abstentions.

VI. Approval of Workshop Meeting minutes of January 24, 2018-See Attached

Member Javier Perea made a motion to approve the workshop minutes of January 24, 2018 as distributed, Member Greg Smith seconded. Member Diana Trujillo and Member Greg Smith abstained from voting. A roll call vote of the members was taken, and the motion carried with three in favor and two abstentions.

VII. Financial Reports for period ending January 31, 2018-See Attached:

SCCOG Fiscal Administrator, Katherine Gervasio, stated the year to date expenditures are \$531,937. There will be a couple of budget adjustments that will be voted on later in the meeting. Fuel will be increased by \$24,860 and the offset will be a change in the D & O insurance to reflect the policy is paid in full and this item was over budgeted. There is an adjustment to increase workers comp insurance. The offset will be reducing SUTA and health insurance. The SUTA rate went down for SCCOG so the savings can be put towards the workers comp insurance.

Katherine moved to the revenue statement. There are no adjustments to the revenue side currently. The total accrued revenue is \$582,000 and of that amount \$116,000 has been invoiced but not received.

Acting Chairman Barraza asked for Katherine's opinion that SCRTD is doing okay with the revenues coming in and the expenses going out? Katherine replied that the 5311 is running about 30 days from when we invoice. Black Cat was established to process invoices quicker, but Black Cat is running into bugs and the January invoice had to be submitted twice. As a result, we are now 50 days out for that invoice. Barraza asked if there is enough money in the bank to pay the bills, most importantly salary and fuel? Katherine explained SCCOG is paying for those costs and seeking reimbursement which has been running about two months behind on payments. The SCCOG has not invoiced SCRTD for any payroll for January or February. Once we get the Dona Ana money and the 5311 revenues, we will begin to bill SCRTD for the expenses SCCOG is covering. We are still struggling with cash flow for revenue coming in. We do reserve about \$20,000 in the bank at all times to ensure payment of any insurance premiums.

VIII. Executive Director's Report (David Armijo)- See attached report & Power Point: SCRTD

Executive Director, David Armijo talked about the workshop's he has been holding for the last couple of months. February 22nd was the two-year anniversary of the transit district. He has started Community Outreach meetings beginning with the meeting in Williamsburg in November, talking with T or C at the RPO meeting in December and last night a meeting was held in Anthony. He didn't have the attendance he had hoped due to the weather and will schedule another meeting at a later date. He has received calls and there have been emails through social media and the website to conduct meetings at various locations. The purpose of these meetings is to inform the community what services SCRTD has currently and what future plans could look like. He has talked with Z Trans and they have offered support to bring Alamogordo and Otero County back to the board. Mr. Armijo presented slides that shows current ridership numbers which are in an upward trend. Several requests have been made to bus to special events. In the last two weeks they have been to two events. The DVR group went to the Outlet Mall and spent several hours. He discovered that students from Santa Teresa are being asked to take training in Anthony but there is no way to get them there. He has been looking at ways to modify the purple route to accommodate them.

He went on to point out the ridership numbers had been down over the holidays but the numbers coming in for February may break some records with 2600 riders in only 20 days.

Other issue he is working on are the grants. He has moved forward with the grants and is anticipating having more money to work with to look at bringing services to Hatch and Sierra County. The other challenge is to bring in more local membership, SCRTD depends heavily on DAC and as we close out the year we should have excess revenues and we will talk more about that. The next slide he covered was the year to date numbers for the breakdown of ridership by route. He explained the productivity of the routes based on the number of trips made per day. The Blue route continues to lag and there are three solutions to the problem. It parallels the Red route and he is exploring ways to modify one or both routes, perhaps eliminate the route all together or do nothing and leave it alone.

The next slide gave an overview of the Organizational chart. The purpose of this is to show how operation have grown from a small staff to taking over customer service calls from STS, dispatch, scheduling and handling fare boxes from the drivers started this week. He moved a couple of positions from STS to SCRTD operations. STS still has the responsibility to do fleet management through maintenance. There are about a dozen sub-contractors SCRTD does business with listed on the org chart. There are a few smaller ones that are not listed. Over the last couple of years questions were asked about cutting back on buses to save on expenses but it would impact those businesses in the community. With half million dollars in grant dollars we are working with, there is a fiduciary responsibility to fulfill the requirements. There are quarterly reports that have to be filed for the El Paso MPO 5310, there are monthly reports to support the County grant, along with the regulatory DOT documents and policies that have to continue to be developed as was done with the HR manual and EEOC items.

Moving to cost savings, we are looking at doing ridership surveys, that is starting this next week and looking at economies of scale. At the public meetings we are looking are doing surveys to determine if we are meeting the needs and requirements of the public.

Administrative cost savings began with STS. We took over aspects of their contract and reduced the contract by 25% beginning February 16th. The fuel costs are continuing to rise, and he is looking at finding the reason. The non-administrative cost savings you don't always see but moving some of the buses to the Anthony yard has resulted in a significant savings. The biggest savings is the ability to shift schedules if a bus goes down. Overtime has been almost eliminated with using the dispatcher as need to drive. Some of the leave liability has been reduced with the holiday season so that has helped as well.

New Services include the test mode of the google app. Once it comes on line the app will connect with Roadrunner, Sun Metro and how to make the connections work from RTD. Will tell you where the stops are and how long it will be before the bus will arrive at your stop. This spring new bus stops signs will be launched. With grants we are looking at more buses and regional routes.

A capital outlay grant for \$78,800 was approved with both Jeff Steinborn and Rudy Martinez working on the appropriations. That will give us a new smaller bus to work with in Sierra County once it is signed by the Governor. He showed a slide with possible service into Picacho Hills using additional grant money from the 5310. For Sierra County it has not been determined if the routes would be fixed or flexible. He has talked with the Veterans service in Las Cruces and they have expressed an interest in service to Williamsburg. The other data is based on old information as shown on the map. The fares would be the same as we currently have with service from 8-5

Monday through Friday. The stops discussed have been Walmart, the hospital on the main drag near Williamsburg and to Hatch.

At the RPO meeting he showed the schedule for the 5311. This would be a green route Sierra County to Hatch. It has become apparent that Sierra County is more interested in making connections into Las Cruces.

Securing local funding will be part of the next steps. SCRTD needs to build up the reserve but with the unexpected delays in funding it makes it difficult to achieve. Dona Ana has been on time every month and that has helped. He met with the new County manager and his staff and the invoices should move along better. We are going to build community support by holding meetings. He talked with Gerald LaFont and he will be meeting with him next week on the fifth of March up in his area.

Mr. Armijo will work on a plan B in case the funding doesn't come through as expected. Cost's will have to be trimmed wherever possible. He will bring a budget to the board for review next month.

Acting Chair Barraza suggested that contact be made with the State legislators who represent Sierra County to garner their support for SCRTD along with the representatives from Dona Ana County. Member Powey said she would reach out determine where they stand, especially with Senator Smith who is the finance chair. Acting Chair Barraza also suggested Member Powey facilitate a meeting with the Sierra County group and include Mr. Armijo so he can explain what the purpose of the SCRTD is and obtain their support.

IX. Action Items:

a. Resolution to Approve Mission Statement-See Attached

Acting Chair Barraza read the Mission Statement as noted on the Resolution. Member Smith made a motion to approve the Resolution as presented. Member Trujillo seconded. A roll call vote was taken, and the motion carried unanimously.

b. Resolution to Approve SCRTD 2017 Audit-See Attached

Mike Stone has audited the financials for the last two years. At one-time SCRTD was a component unit under the SCCOG. Two years ago, it was split as its own entity and audits have been conducted for the last two years. This year's audit has come back unmodified which is as high as it gets. There was one small comment about cash reconciliations. There is a minor problem with the accounting software that SCCOG uses. Even though Katherine recognized an error in reconciling the bank statement and attempted to make the correction through that software, it would not allow that correction to be entered in to the system. You will find it on page 27 of the audit. There were no material findings or deficiencies. At the beginning of the next fiscal year they are going to move to a new software system to solve several problems. The reconciled balance is the correct one, Katherine gave Stone the correct numbers. This audit has been reviewed and approved by the State and this is the last step in the process.

Katherine said SCCOG is looking at using Quick Books beginning with the new fiscal year. They will start a transition prior to that working with Stone and McGee to ensure the accounts are set up with the proper G/L codes going forward. Jay Armijo, Executive Director of SCCOG stated he is in the process of procuring the software and will begin the transition to run in parallel with MIPS beginning May 1st.

A roll call of the members was taken to accept the 2017 Audit report as presented. The motion carried unanimously.

c. Resolution to Approve Budget Adjustments FY2018

Member Smith made a motion to approve the FY2018 Budget Adjustments. Member Perea seconded. A roll call vote of the members was taken, and the motion carried unanimously.

X. Discussion Items

a. Bylaws review-See Attached

Mr. Armijo asked that we postpone this until there are more board members are present. Member Smith made a motion to table this item until the next meeting. Member Trujillo seconded. A roll call vote was taken, and the motion carried unanimously.

b. SCCOG Contract Review

Mr. Armijo said he has been in discussions with Jay Armijo about this contract which ends in June. He pointed out it is the only contract that is between the Board of Directors and SCRTD. Under the bylaws on page 11, all the financial obligations are the responsibility of the Executive Director. SCCOG held the financial responsibilities when there was no Executive Director and they have held that position for a couple of years. He feels the next contract should go out to bid or be re-negotiated but he can't take that action since the SCCOG reports to the Board. This is a challenge and needs to be discussed as he builds his budget, he needs the flexibility to be able to negotiate his contract expenses.

Jay Armijo said he would encourage the Board to seek the best services at the best price they can. Maybe to go out to RFP would be in order at this point.

Member Perea asked if we go the bid route would be open to any interested parties, both governmental and private business. As he understands, a contract with the SCCOG is not subject to the same procurement process. So, the larger question is what is the end game, to find a contract for these services at a lower price? Jay Armijo clarified that since the SCCOG and the SCRTD are government entities, a government to government contract can be done. If you go that route, we would just sit down and work out an agreement and a contract. If you chose to move forward with an RFP, you can to attract other agencies who might be interested in fiscal management. The SCCOG would consider putting in a bid as well. It is just an easier process to work government to government.

Acting Chair Barraza said she is ok if the Board choses to go out to bid, however the amount of money SCCOG is charging is minimal. Financially, we are just not where we can have the SCRTD stand alone with everything under the Executive Director. If you compare the costs if this was done with a staff member, you would have not only the salary but benefit costs on top of that would cost more than what we are paying SCCOG.

Member Smith said as he understands, we are not required to go out to bid, although SCRTD could if it is deemed necessary. Mr. Armijo stated that is correct, however we would not have to choose SCCOG to be the fiscal agent. At one time, Dona Ana County expressed an interest in handling those duties, still staying within the government to government arrangement.

Member Perea said it may be beneficial to go out to bid to see if there are any other entities who would be interested in taking on this responsibility and select the one that would be the best fit for SCRTD.

Acting Chair Barraza concluded the discussion by asking this be put on the next agenda as an action item.

c. Personal Time Off Policy (PTO)-See Attached

Mr. Armijo asked this item to be tabled until the next meeting since not all the members are available for comments.

Member Smith made a motion to table this item until the next meeting. Member Trujillo seconded. A roll call vote was taken, and the motion carried unanimously.

XII. Board Comment

Member Smith said he is glad to hear that ridership numbers are up. There are several items being worked on throughout the region and he is especially pleased to be a part of providing transport services to underserved areas.

Member Trujillo said on behalf of the City of Anthony, they are glad they have been able to assist with a reduction in costs. She is happy to report; Anthony's membership dues are in the mail.

XIII. Adjournment: Chair Barraza called the meeting adjourned at 3:11 pm.

Approved by:

SCRTD Chairman

Date

Kathy Elverum, SCRTD Recorder

Recordings of the meeting are available upon request

AGENDA ITEM 6 - Financial Report - Expenditures

South Central Regional Transit District						
FY 17-18 EXPENDITURES as of 02.28.18						
Descriptions	Budget	Revision Request Increase/	Y-T-D	Invoices Accrued but not paid	%	Remaining
Personnel Services						
Salaries	312,000.00		174,900.53	25,808.87	64%	137,099.47
Employee Benefits						
FICA/Medicare Tax	21,436.34		13,216.29	1,952.58	71%	8,220.05
WC/SUTA	10,002.90		2,248.06	147.44	24%	7,754.84
Workers' Comp Insurance	26,100.00		16,797.00		64%	9,303.00
Health Insurance	58,834.00		20,835.63	2,880.02	40%	37,998.37
Retirement - PERA	23,088.00		12,584.48	1,774.76	62%	10,503.52
Travel						
Travel - Reimbursement	4,000.00		1,465.56		37%	2,534.44
FUEL	79,860.00		48,499.01	5,984.96	68%	31,360.99
Maintenance on Vehicles	40,000.00		31,101.41		78%	8,898.59
Supplies						
Supplies	6,360.00		4,040.48		64%	2,319.52
Insurances						
General Liability	2,376.00		-	-	0%	2,376.00
Automobile Insurance	59,000.00		55,677.42	-	94%	3,322.58
D&O Insurance	2,640.00		2,640.00	-	100%	0.00
Contractual Services						
Professional Fees/Audit	9,500.00		9,500.00		100%	0.00
Legal Fees	1,000.00		717.84	-	72%	282.16
Contract Services						
SCCOG	115,000.00		34,736.65	5,891.92	35%	80,263.35
STS, NM	130,800.00		77,871.27	13,190.19	70%	52,928.73
Zia Therapy	12,000.00		7,000.00	2,000.00	75%	5,000.00
Camino Real	5,676.77		5,676.77		100%	0.00
FineLine Graphics	2,500.00		1,678.83		67%	821.17
Operating Cost						
Advertisements	150.00		-		0%	150.00
Conf/Seminars/Training	250.00		144.95		58%	105.05
Postage	50.00		-		0%	50.00
Office Equipment	500.00		-		0%	500.00
Subscription/Dues	500.00		500.00		100%	0.00
Asset Management	700.00		-		0%	700.00
Telephone	7,200.00		4,776.12		66%	2,423.88
Reserve	7,389.60		-		0%	7,389.60
Bus Rental	1,620.63		1,620.63		100%	0.00
Rent- City of Anthony	3,150.00		2,100.00		67%	1,050.00
Capital Assets						
Capital Assets	-	-	-			
Total Expenses	\$ 943,684.24	\$ -	530,328.93	59,630.74	63%	413,355.31
Total Expenditures				\$ 589,959.67		

AGENDA ITEM 6 - Financial Report – Revenues

FY 17-18 REVENUE						
South Central Regional Transit District						
Support & Revenue	Revenue	Revision Request Increase/ (Decrease)	Y-T-D Received PMT	Invoiced But Not Received	% Y_T_D	Remaining Balance
Membership Dues						
CITY OF LAS CRUCES	\$ 49,980.00		\$ 49,980.00		100%	\$ -
DONA ANA COUNTY	\$ 43,164.00		\$ 43,164.00		100%	\$ -
SUNLAND PARK	\$ 7,208.00		\$ 7,208.00		100%	\$ -
TOWN OF MESILLA	\$ 1,124.00		\$ 1,124.00		100%	\$ -
VILLAGE OF HATCH	\$ 843.00		\$ 843.00		100%	\$ -
City of Anthony	\$ 3,510.00		\$ 3,510.00		100%	\$ -
CITY OF ELEPHANT BUTTE	\$ 732.00		\$ 732.00		100%	\$ -
CITY OF TRUTH OR CONSEQ	\$ 3,315.00	-			0%	\$ 3,315.00
TOWN OF WILLIAMSBURG	\$ 229.00	-	\$ 229.00		0%	\$ -
						\$ -
Dona Ana County GRT	350,000.00	-	175,000.02	58,333.34	50%	\$ 174,999.98
El Paso MPO 5310	42,905.00		28,188.00	4,698.00	66%	\$ 14,717.00
NMDOT 5311	103,403.00		98,108.31		95%	\$ 5,294.69
NMDOT 5311*	314,315.00		100,881.10	40,674.87		
Bus Fares/Ticket Sales	9,400.24		4,387.00	511.00	47%	\$ 5,013.24
Advertisement Revenue	12,056.00		0.00		0%	\$ 12,056.00
Misc. Revenue	1,500.00		1,500.00		100%	\$ -
TOTAL REVENUES	\$ 943,684.24	\$ -	\$ 514,854.43	\$ 104,217.21	55%	\$ 215,395.91
* Funding Begins October 1st, 2018						
			Total Accrued Revenue	\$ 619,071.64		

AGENDA ITEM 7 - Executive Director's Report

Report will be provided at the meeting via a PowerPoint presentation.

AGENDA ITEM 8 - Action Items:

- a. A Resolution approving contract with Independent Auditing Firm Stone, McGee and Co. CPA for Fiscal Year 2017-2018 auditing services.
- b. A Resolution approving the Financial Statements as of February 28th, 2018.

- c. Approval to provide 3.6 percent pay increase to SCRTD Bus Operators
- d. Personal Time Off Policy (PTO)
- e. Evaluation of Blue Route
- f. Fiscal Agent RFP

AGENDA ITEM 8A

Discussion and action to approve the contract with Independent Auditing Firm Stone, McGee and Co. CPA for fiscal year 2017-2018 auditing services.

Stone, McGee and Company provided auditing services for SCRTD single audit last year and the year before.

ACTION REQUESTED:

Request for Approval of Contract.

AGENDA ITEM 8B

Discussion and action to approve a resolution approving the Financial Statements as of February 28th, 2018.

ACTION REQUESTED:

Request for Approval of Financial Statements for the fiscal year through February 28, 2018. The statements include both revenue and expenditures year to date.

AGENDA ITEM 8C

Discussion and action to approve a 3.6 percent pay increase to the position of Bus Operator. The coach operator position pay was structured to be comparable to the Las Cruces Transit Roadrunner Bus Operator Position. More specifically, the pay rate started at 12.25 percent. The prospective bus operators were hired and began training in February 2016. The initial starting salary had a probation period of six months. Once probation was completed, operator's salary increased to \$14.00 per hour on August 1, 2016. The plan was to provide an increase on their second anniversary date, last month February 2018.

The next step in the operators wage structure would be \$14.50 this would represent a 3.6 percent change. The 3.6 percent increase would affect all operators not on probation.

ACTION REQUESTED:

Request for approval of wage increase for bus operators.

AGENDA ITEM 8D

Discussion and action to approval policy to provide Personal Time Off Policy (PTO)

SOUTH CENTRALREGIONAL TRANSIT DISTRICT DEPARTMENT POLICIES AND PROCEDURES

DEPARTMENT: HUMANRESOURCES

Original Policy Date: 3/2018

SUBJECT: Paid Time Off

APPROVED BY: *David Armijo, Executive Director*

POLICY:

It is the policy of SCRTD to provide paid time off to its employees. Participation in this plan does not constitute a right to continued employment with SCRTD. It is the District's intent to continue this program; however, the District reserves the right to amend or terminate it at any time.

SCRTD has established this plan as a means of providing its employees with time off for vacation, holidays, personal days, sick days and bereavement. The District recognizes the value of rest and relaxation and all eligible employees are encouraged to schedule time away from work in accordance with our policies. Properly scheduled, PTO can be used for any reason.

PROCEDURE:

Eligibility and Waiting Period

All full and part-time employees regularly scheduled to work a minimum of 20 hours a week are eligible to receive PTO in accordance with this plan. "Temporary," part-time employees working fewer than 20 hours per week, and per diem are not eligible for paid time off benefits.

Eligible employees will start to accrue PTO on their date of hire and will continue to accrue PTO hours every pay period consistent with their length of service. PTO hours will appear on the employee's check stub and will be available for use on the 91st day of employment.

Employees on inactive status or on a leave of absence will resume their PTO accrual upon their return to eligible active status.

Negative Balances

Requests for PTO in excess of the employee's available balance are not allowed.

ACTION REQUESTED:

Request for approval of new PTO policy.

AGENDA ITEM 8E

Discussion and action based on Evaluation of the Blue Route. Staff has conducted on-board surveys, held three community meetings in Anthony and Las Cruces. Additionally, input has been elicited on the bus and among the bus operators.

To improve system productivity the Blue Route may be modified via one of four options:

- No Change
- Modify the line to reduce miles but connect to the Red via Hwy 228
- Eliminate the route
- Revise Red route to capture some of the ridership

The annual cost on a per route basis is estimated to be \$78,000 a year. This includes the cost of an operator, benefits and fuel for a bus. Additional fixed costs are not included in this estimate.

Additional information will be provided via the Executive Director’s Report.

ACTION REQUESTED:

Request for approval of action on Blue Route based on evaluation options.

ACTION ITEM 8F

Discussion and action to release Request for Proposal (RFP) for Fiscal Agent service. The current contract for service expires on June 30, 2018. The release of the request for proposals will give the District the opportunity to review and consider proposals to lower costs in the next fiscal year.

The RFP will be provided prior to Board Meeting for review and will be posted on the SCRTD website.

ACTION REQUESTED:

Request for approval to release RFP for Fiscal Agent service.

AGENDA ITEM 9 - Discussion Item Bylaws

At the January meeting, the Board discussed several items and recommended changes to the Bylaws. However, there are many items that still require attention and discussion and the item was moved to the March Board Meeting.

ACTION REQUESTED:

Request for approval of any additional changes to the Bylaws.

AGENDA ITEM 10 - Board Comment

AGENDA ITEM 11 - Adjournment

South Central Regional Transit District

Resolution Number: _____

A Resolution approving the Financial Statements as of February 28th, 2018.

WHEREAS, the South Central Regional Transit District Board of Directors met in a meeting Wednesday, March 28th, 2018 in the Dona Ana County Offices, 845 N. Motel Blvd., Las Cruces, N.M.; and,

WHEREAS, the South Central Regional Transit District accepts the Fiscal Year 2016-2017 Independent Auditor's Report.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South Central Regional Transit District does hereby approves the Financials as of February 28th, 2018.

ADOPTED AND APPROVED THE 28th DAY OF March 2018.

Javier Perea, SCRTD Board Chair

ATTEST:

David Armijo, Executive Director

South Central Regional Transit District

Resolution Number: _____

A Resolution approving contract with Independent Auditing Firm Stone, McGee and Co. CPA for Fiscal Year 2017-2018 auditing services.

WHEREAS, the South Central Regional Transit District Board of Directors met in a meeting Wednesday, March 28th, 2018 in the Dona Ana County Offices, 845 N. Motel Blvd., Las Cruces, N.M.; and,

WHEREAS, the South Central Regional Transit District accepts the Fiscal Year 2016-2017 Independent Auditor's Report.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South Central Regional Transit District does hereby approves the contract for Auditing Service for Fiscal Year 2017-2018.

ADOPTED AND APPROVED THE 28th DAY OF March 2018.

Javier Perea, SCRTD Board Chair

ATTEST:

David Armijo, Executive Director