



The mission of the South Central Regional Transit District (SCRTD) is to strengthen communities, facilitate economic and educational activities, and promote health and safety through safe and efficient regional transportation services.

Board Members

Javier Perea

RTD Chair

Mayor, City of Sunland Park

Gerald LaFont

RTD Vice Chair

Trustee

City of Elephant Butte

Diana Trujillo

Treasurer

Mayor, City of Anthony

Yvonne Flores

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Las Cruces City Councilor

Nora Barraza

Mayor, Town of Mesilla

Lynn Ellins

Dona Ana County

Commissioner

James "Slim" Whitlock

Trustee

Village of Hatch

Majorie Powey

Trustee

Village of Williamsburg

Sharon Thomas

Citizens Advisory Committee

David Armijo

SCRTD Executive Director

South Central Regional Transit District Board Meeting Agenda

Call To Order

1. Pledge of Allegiance
2. Roll Call
3. Changes to the agenda
4. Public Input
5. Approval of Agenda
6. Approval of SCRTD Meeting Minutes of May 26, 2021
7. Executive Director's Report – David Armijo
8. Discussion and Action items:
 - a. Approve Resolution Annual Fiscal Year 2022 Amended Budget
 - b. Approve Resolution for FY2021 District Inventory
 - c. Approve Resolution for Debt Management Policy
 - d. Approve Resolution for Fourth Quarter Fiscal Year Budget
 - e. Discuss FY22 NM DOT Grant Award
9. Board Comments
10. Adjourn - **Next Meeting August 25, 2021**

If you are an individual with a disability 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 SCRTD at (575) 323-1620 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.

SCRTD Board Meetings are held in person and virtually on the fourth Wednesday of the month in the Dona Ana County Government Center located at 845 N. Motel Blvd., Las Cruces, NM 88007.

The meeting can be accessed virtually via WebEx at the following:

JOIN WEBEX MEETING

<https://donaanacounty.webex.com/donaanacounty/j.php?MTID=m803753aac7fedfb1e13c1bac4298bbb3>

Meeting number (access code): 177 851 3124 Meeting password: iZcJFrPw358

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6. **May 26 Minutes**

**South Central RTD
Board of Directors Meeting
Wednesday,
May 26, 2021 - 1:30 PM
Dona Ana County Government Center
845 N. Motel Blvd., Las Cruces, NM 88007**

MINUTES

MEMBERS PRESENT:

Javier Perea, RTD Chair, City of Sunland Park
Nora Barraza, Town of Mesilla
Yvonne Flores, City of Las Cruces
Majorie Powey, Village of Williamsburg
Diana Trujillo, City of Anthony
Lyn Ellins, Doña Ana County

MEMBERS ABSENT:

Gerald LaFont, RTD Vice Chair, City of Elephant Butte
James "Slim" Whitlock, Village of Hatch

SCRTD STAFF:

David Armijo, SCRTD Executive Director
Sara Vasquez, SCRTD
Adam Shea, SCRTD

Javier Perea called the meeting to order at approximately 1:30.

1. PLEDGE OF ALLEGIANCE (1:30 PM)

ALL STAND FOR THE PLEDGE OF ALLEGIANCE.

2. ROLL CALL

A quorum was determined to be present.

3. CHANGES TO THE AGENDA

There were no changes to the agenda. Motioned by Yvonne Flores, second by Nora Barraza. Passed unanimously.

4. PUBLIC INPUT

There was none.

5. APPROVAL OF SCRTD MEETING MINUTES OF April 28, 2021

There were no changes to the minutes. Motioned by Nora Barraza, seconded by Diana Trujillo. Javier Perea stated that Nora Barraza is no longer the Vice-Chair; it is Gerald LaFont. Passed unanimously.

6. EXECUTIVE DIRECTOR'S REPORT

David Armijo gave the Executive Director's report which included the Discussion items. Ridership for the fiscal year beginning last July was shown; Red Route was 7,710 for the year. Ridership total ending in May is 6,000 rides for the month: now 47,000 rides for the fiscal year. Staff expects to come between 52,000 and 53,000 by the end of fiscal year. A five year trend line was shown; the bottom shows fiscal year 2017 where they carried 967 people, fiscal year 2018 was up to 2,600, and current fiscal year is currently at 5,800. The drop off in 2020 was significant but the ridership in 2021 has been higher than previous years.

The raw data by month and fiscal year was shown. Projection is roughly 6,500 rides for the currently fiscal year. During COVID ridership went down in April to roughly 1,600 rides a month and began seeing rising numbers by September with 2,108. In October, the new Yellow Route service began which grew the ridership numbers. Increased ridership is attributed to continued modifications on the service as well as aligned the service to the schools and community events. There was discussion on the projections versus actual numbers; it is fairly close. Majorie Powey asked if all transit still requires masks. Mr. Armijo confirmed that they are required, following the U.S. Department of Transportation regulations. Staff must report the numbers of vaccinated and un-vaccinated employees each month. There has not been too much push back with the mask requirements.

There was discussion on district assets; currently there is just over \$1 million net assets which includes all programs, equipment, and funds. Mr. Armijo expects the number to more than double in the coming year to include the new buses and other assets acquired within the past year. The next audit will close June 30th and the audit report with the auditor is expected to begin as early as the first week of September. Mr. Armijo explained the debt policy. In his research he found that the North Central Regional Transit District (NCRTD) does have a debt policy. The policy establishes guidelines for issuance and management of district debt; the district is able to issue debt under statutory authority defined by the state. NCRTD has a sales tax and carries over \$5 million of net assets for capital and operating; they took a low term loan for a new facility and vehicles.

Mr. Armijo believes the important part of creating a debt policy would be the commitment of the Board to approve any debt before issuance of the debt. He suggests looking to the NCRTD and finding best practices from them while creating the SCRTD debt policy; there should be a resolution in the policy to support the initiative. Yvonne Flores asked who will draft the debt policy. Mr. Armijo asked for help from the City of Las Cruces. He will bring a draft initiative to the Board in June. The debt policy will be preceded by the resolution. Mr. Armijo will have it on the agenda every month until it is finalized.

7. DISCUSSION AND ACTION ITEMS:

a. Ten Year Financial & Service Plan Presentation - Kirk Scott, SBLB, Inc.

Kirk Scott with SBLB, LLC gave the presentation. He introduced Bob Babett and Tim Lats. The 10 year plan is available on the website. The plan is a collaboration between

SCRTD, Las Cruces Metropolitan Planning Organization, the SBLB, and the sub-contractor KJ Backpack. It includes a review of the current operations and conditions, a public and rider survey, a review of demographics, a comparison of similar peer systems, and future recommendations over the 10 year period.

The SCRTD service area is large and typical of the peer systems reviewed. Services include seven directly operated routes and one contracted route: Ztrans Orange Line. Compared to the peer group the frequency in hours and service are similar, costs are in line with averages, and ridership during COVID suffered similarly to the others. Ridership has recovered well, especially in the Yellow Route and new Silver Route services. Mr. Scott predicted that ridership would exceed 6,500 to 7,000 per month by the end of the year.

The current vehicles are in good condition. The 14 buses are sufficient for the current operations: sufficient spare ratio but not excessive. A list was shown of the vehicles with the odometer number as of March. The list also shows the NMDOT rated life, years, and miles. A significant number of the buses are exceeding the minimum life of replacement. Mr. Scott stated that while heavy duty buses can last beyond their lives the smaller buses tend to start breaking down more and have system failures when in the 200,000 to 250,000 mile range; a replacement schedule will need to be created.

There was discussion on the diesel hybrid; it is more heavy duty than the others and therefore has a longer rate life. The 2010 bus is out of service and needs to be replaced. There was discussion on the life expectancy and how the current buses are past the rated numbers; the vehicles have more life and do not need to be immediately replaced. Mr. Scott suggested putting a plan in place to replace a few at a time. A realistic replacement schedule was put in the report based on funds potentially available and need.

There was discussion on replacing the gas vehicles with hybrids or electric vehicles as well as their life expectancy. There is not much experience with electric vehicles at this time. Mr. Scott suggested waiting on the electric vehicles as there is not a proven record; hybrid should be considered instead. When purchasing replacement vehicles, the infrastructure and fueling must also be taken into account.

The three facility parking locations are central to the routes they serve. This allows the miles to and from the route beginning and ending to be minimal. The report finds that the upgrades in Sunland and Anthony were necessary over time and should reduce insurance; approximately \$8,000.00. Additional upgrades are still advisable, especially with potential larger buses. Upgrade suggestions for the Anthony facility include a longer and higher maintenance bay to service vehicles or add a second bay; some money was programed into the budget. The Sunland Park facility is currently being leased; need to consider purchasing the facility or one similar to the area. Suggested improvements include extension of one of the maintenance bays as well as exterior security improvements.

Mr. Scott stated that they were impressed by SCRTD staff; drivers were friendly, helpful, and outgoing. Additional staff could benefit the office especially related to computer skills. Demographics in the area could grow significantly; Sunland Park/Santa Teresa is projected to have significant growth over the next 30 years. The population is also aging; SCRTD could look into how to best service that community. The Las Cruces to

Alamogordo corridor is significant and should be evaluated for possible van pool service in addition to the current fixed route service.

A list was shown of the peer groups observed; mixed rural/urban areas, similar systems, and adjacent to mid-size to major urban population centers. SCRTD is similar to the peer groups and can remain competitive. A rider survey was done for the 10 year plan; provided to current riders, posted online, and zoom public meetings were held. The majority of surveyed riders primarily used SCRTD followed first by El Paso Sun Metro, then Roadrunner, and then NMDOT routes and the El Paso rural transit routes. The results are included in the report.

Primary reasons for difficulty using public transit included distance to bus stop, limitation of current bus schedules or hours, and unfamiliar with SCRTD services. People are increasingly moving to websites and phones to look up bus schedules; important to keep that information up to date. One question asked on the survey was if the person could change one thing about SCRTD what it would be. The number one response was having an improved transfer center in Anthony: covered area and public restrooms. Mr. Scott commented that they like what SCRTD is doing in terms of bus shelters and signage.

The principles for future recommendations include a connected network, working with regional partners, and service expansion or modifications to address current or future projected needs. One of the most predictable funding sources is the Federal Transit Administration funding; matching funds for small urban and rural transits which has been consistent over the years. State funding is less predictable and can be less generous or flexible in New Mexico as compared to other states. The local share was identified as a significant challenge to SCRTD moving forward.

Recommendations on changes to the current services includes matching the Red Route timing at the Move-It Center in Las Cruces with Roadrunner routes; Roadrunner routes leave on a half hour time scale. Other recommendations include linking the Purple Route to Sun Metro at the West Side Transit Center and serve Sunland Park Casino in both directions with the Yellow Route; streamline the Yellow Route by deleting a small section off the route from Poplar and make another part of the route outbound only. The Copper Route is doing well with the pilot route, and it is suggested to continue. Las Cruces is looking into micro transit and Mr. Scott suggests participating in those discussions; micro transit is essentially a shared ride Uber or Lyft style bus request. Mesilla and Doña Ana do not have enough population to make it work and needs to be in conjunction with Las Cruces; 9,000 to 10,000 population is a minimal amount.

SBLB recommends continuing service to Alamogordo on the Orange Route. The schedule and route information does need to be upgraded due to difficulty. There may be a possibility for vanpool operations from Alamogordo to Las Cruces. For vanpools the agency typically picks up the vehicle cost and the riders can pay the operating costs. SBLB also recommends continuing the Green Route to Hatch and Garfield with possible van service from farther north, possibly Truth or Consequences and Elephant Butte.

Charts were shown of the current service operating costs projection, projected capital costs, and projected revenues over the next 10 years if there is no growth; 2% inflation was included in all expenses except medical which was 6% and new bus cost is assumed at \$135,000.00. There was discussion on the revenues and their recovery. A chart was

shown of all the information put together to see the overall projection with no growth; current services would come up short in terms of local share available. There was discussion on additional services that can be offered if funding was not an issue; this is option one with another option in the report.

There are three suggested phases of growth in 2022, 2025, and 2028. The recommendations include increasing Turquoise Route service from one to two buses and vanpool service from outlying areas while maintaining current levels of service. The recommendations for the second phase in 2025 is to add service into Santa Teresa, all day hourly service on the Red and Turquoise Routes, and add Saturday service to Red, Turquoise, and Purple Routes. A possible route was shown from Santa Teresa, the airport area, and the Industrial Park area to west side transit center. Santa Teresa to Sunland Park is a candidate for micro transit service. The recommendations for the third phase in 2028 include filling more gaps in service from 6:30 a.m. to 7:30 p.m. weekday service and expand the Saturday service.

Charts were shown of the recommended upgrade operating costs, capital costs, and projected revenues as well as one with all the information put together. Some future challenges include uncertain financial outlook, need to replace vehicles, and acquire more over time, need to improve customer amenities, and garage facilities, and further develop employee workforce. Other challenges include the large service area, publicizing services to attract new riders, and respond to the increase in population and employment growth. Opportunities include new technology in fare collection, digital technology with phones, cards, and apps, as well as new digital media opportunities. More opportunities include micro transit and digital based transit which can be productive, regional connectivity, and favorable demographics and ridership demand.

There was discussion on the electric bus option; Gillig buses are the best option. There was discussion on the expansion recommendations for the SCRTD; biggest concern is finding the local share to match federal funds. There was discussion on how to find local share matches; reach out to agencies who may provide local funding share for public services. Mr. Scott stated that if any other questions come up, they can contact him. David Armijo reminded the Board that 80% of the 10 year report was paid for by the New Mexico State DLP with a 20% local match by the transit district.

b. Preliminary FY2021 Budget Presentation

David Armijo gave the presentation. A budget message was provided on page 12 of the agenda packet. The past year has been one of the most challenging across the country with the pandemic. Some items in the budget are a one-time expenditure and some are not due to pandemic costs that are still occurring. Operations were reduced, primarily school service and university trips. Roughly 80% or more of the service was able to be kept intact due to being a more rural service. Staff attempted to address the budget moving forward while still meeting requirements of the service area.

Mr. Armijo discussed the labor costs and services moving forward; with returning to 100% service there will be some additional costs. More staff is needed in order to maintain service, an administrative assistant, a couple operators for morning and evening, and a mechanic. An excel sheet was shown of each position with estimates of paid time off and holiday. For a year, the salaries total just under \$1 million with labor and benefits being

\$1,364,299.00. An excel sheet was shown comparing the current fiscal year and the new fiscal year 2022; the current fiscal year was 6% under budget for the first three quarters. The Yellow Route added additional costs and services in operators, fuel, and etcetera when it began in October. The budget for fuel was adjusted with an additional \$25,000.00 as it has normally been under-budgeted; fuel costs are anticipated to go up and the accountant is working on the numbers and projections.

Mr. Armijo reminded the Board that they will request an approval of the preliminary budget today, but the budget will return in July once the allocation of funds is received from the state. Staff is also waiting on a budget request to the county which is expected next month. Supplies for COVID are projected to be close to \$10,800.00; masks, disinfectant, and barriers will continue to be provided with no anticipation of additional supplies. Fine Line Graphics has been reduced to \$5,500.00 as the intern is aiding in updating the maps and staff expects to do the maps themselves with a budget for printing elsewhere in the budget.

The SBLB, AARP shelters, and SBLB 10 year plan were one-time expenses for the current fiscal year and will not carry over to the new fiscal year. Overall, the budget goes from \$1.7 million to just over \$1,858,000.00 for an overall increase of 9.2%; much of the increase is the salaries average. Mr. Armijo commented that the Copper Line has been adjusted from an on-call to a hybrid type of service and is qualified to be funded under the State of New Mexico's DLP; one-time budget for state and county last year which should have enough funding to continue service.

The revenues remain the same under membership fees. It is anticipated that with the census data there could be an adjustment made, within the next few months. The county budget line item has been similar the last couple years; has been \$479,000.00 and this year staff is asking for \$628,000.00. This is to increase service frequencies in the county, Sunland Park, Santa Teresa, Chaparral, and Anthony. Additional revenues with NMDOT are expected as the numbers went up the past year. State has said that CARES money will continue and there will be additional inter-city funds; roughly \$50,000.00. Other funding sources were discussed.

There is a shortfall of buses. Each year there is one bus from the state; this year the funding was deferred to next year due to a delay in the state's procurement by nine months. The order for the first bus is placed and funding for two more buses is expected with the June award. These will be mid-sized buses to replace the 700 series buses in the fleet. There was discussion on the county increase; submitted in April with an update in May. Mr. Armijo hopes to give his presentation to the county soon. There was discussion on the bus fares and ticket sales; projected numbers are much lower. Due to the pandemic collection of revenues have been deferred. Recollection of revenues have begun within the past month and have done well. Staff expected to be reimbursed with the CARES Act but won't as SCRFD is not a dedicated source such as the City of Las Cruces.

Mr. Armijo received an e-mail from county staff a week ago asking for any other funding source to offset the requested amount. There is an attempt for federal funds through 5307 for the region. If successful, then it could assist the county with offsetting the funds. Chair Perea reminded the Board that it is a preliminary budget, and the final budget will

not be approved until after the fiscal year closes, July. Mr. Armijo can give the Board an update on the state funds at the next meeting.

c. Resolution Approving Preliminary FY2021-2022 Budget

Motioned to approve the preliminary FY2021-2022 budget by Lyn Ellins; second by Yvonne Flores. Passed unanimously.

d. Section 5307 Urban Area Funding Presentation

David Armijo gave the presentation. He was unable to make the meeting yesterday to make the presentation before the BOCC; it has been continued to June 5th. He gave an overview of previous presentations in regard to the Section 5307 Urban Area funds: having conversations with city of El Paso, El Paso MPO, NMDOT, and other municipalities and regional partners. Trying to access the funds have been difficult.

The operations and funding requirements for Sunland Park were acquired in October 2020. During discussions to identify resources for the district a number of meetings were held. There have been some stumbling blocks to receive the funds to provide service to the area. Services are provided to the cities of Anthony, Sunland Park, and community of Chaparral as well as the unincorporated parts of Doña Ana County. Urban funds are eligible for urbanized areas of 200,000 and over in population, the El Paso metropolitan area. Mr. Armijo discussed how the funds are given. SCRTD is a sub-grant recipient to New Mexico but qualified and eligible for the funds from El Paso due to being a transit operator providing services in the region; share a percentage of funds with Sun Metro.

An example was shown of allocation for the region for fiscal year 2021. The funds last for five years. There are \$14,313,151.00 regional funds allocated to El Paso; the apportionment table shows a portion of the allocated funds to El Paso and New Mexico; the latter's portion is 3.8%. The regional funds will be the same next year due to COVID; \$541,603.00. In addition to 5307 Urban Funds there is also 5339 Funds for bus purchases and facilities. There are \$1,599,108.00 regional funds allocated; New Mexico should have roughly 3.8% as well. The total yearly allocation to New Mexico should be roughly \$600,000.00 a year moving forward.

A map was shown of the regional area; the New Mexico section includes parts of Otero County but generally speaking includes Chaparral, Anthony, and Santa Teresa and Sunland Park. The Transportation Policy Board is made up of 30 elected and appointed positions. A list was shown of the New Mexico representatives. Mr. Armijo defined what an MPO is, body of representatives of state, local, government, and transportation authorities. New Mexico has tried to have the SCRTD become a member of the board for the past four years but has not been successful; out voted each time due to being a transportation authority.

Funding was requested by letter to the city of El Paso in October 2020. Meetings were held with the Federal Transit Administration, Sun Metro, El Paso MPO, and SCRTD. In January, the FTA recommended a split letter from Sun Metro for SCRTD to be a direct recipient for funding. A letter was sent to Mayor Lessor in February to request a meeting of the two boards, but it has not happened as of yet. On May 14th, the El Paso MPO held

a meeting with their executive committee to discuss deferring action. The result was the members could not agree whether SCRTD was a transit agency for the region.

The next steps include elevating the discussion to a higher political effort between the parties. A letter has been drafted to the MPO Policy Board recommending the split letter as per FTA recommendation. There is an additional release of funds from the CARES Act which would provide \$272,000.00 for a total of \$874,660.00 in fiscal year 2021. Deferring action would result in eliminate SCRTD's ability to receive the funding this year. Mr. Armijo recommends meeting with the policy board to communicate the need for action this year. He hopes that his talk with the commissioners in Doña Ana County urged them to provide a letter of resolution to the effort as well.

Nora Barraza asked if this funding was included in the budget report; it has not been. There was discussion on whether any response has been received by the El Paso MPO; there has been no communication from them. Mr. Armijo stated that Ellen Smythe of the executive committee feels they should not receive any money, no support from Sun Metro. Nora Barraza asked if Otero County is requesting any funding; they are not. Mr. Armijo clarified that in the last eight years working with Sunland Park, El Paso took the funds in when they were the operator due to the contract. El Paso is no longer the operator so they should not take the funds as they are no longer providing service to New Mexico. Chair Perea stated that he will draft a letter to the chairwoman of the El Paso MPO to expedite this.

Yvonne Flores asked if there is language that specifically designates the 3.8% to New Mexico. Mr. Armijo stated that there is nothing that defines the amount to be received. FTA regional office representatives from Fort Worth has stated that those appropriation table was based on population and/or ridership but is only an example. There was discussion on who is working on this. There is a second source of funds with 5307 under a second category special operating assistance; this category the SCRTD is specifically identified for a smaller amount of money. SCRTD cannot receive those funds unless the designated grant recipient, which is Sun Metro, releases the funds through a split letter. A split letter allows the transit district to apply directly with the Federal Transit Administration.

There was discussion on other steps to take if denied; legal option is available, but staff would rather not resort to that. Mr. Armijo believes this is a political issue and the main issues include those who are advising the board; one being the general manager of Sun Metro who does not believe SCRTD should have the money. Mr. Armijo stated that the general manager of Sun Metro has been there only the past year and does not know too much in the ways of transit grants but believes things should stay as they are instead of changing things. The FTA states that this is a local decision. Mr. Armijo is working with the state to have the SCRTD recognized as a regional transit agency; currently they are not. There was discussion on guidelines for federal grants. There was discussion on how to designate the SCRTD as a regional transit agency, meeting with the governor.

There was discussion on the possibility of requesting a second designated recipient. Mr. Armijo has already been having discussions with the governor's staff and state representatives. He believes they should resolve this locally now and also request to become a designated grant recipient. Yvonne Flores agrees. There was discussion on

how the funding will change over the next 10 years due to ridership numbers changing and growing.

Diana Trujillo asked if Chair Perea will ask New Mexico representatives to sign the letter to the El Paso MPO. Chair Perea will sign it on his behalf. Diana Trujillo offered for everyone to sign it. She has been on the El Paso MPO board since 2011 and there has never been representation from the state senator's office. She asked if there could be an alternate. Chair Perea stated that there are discussions to provide an opportunity for Representative Madrid to attend if Representative Lara cannot. Yvonne Flores added that she believes they need to be strategic in their approach. She suggested contacting Mayor Miyagishima to sign the letter as well. Chair Perea will reach out to him.

There was discussion on the grant and if it is split between El Paso and New Mexico or if there is a separate grant instead; it is supposed to be split. Sun Metro receives all the funding and SCRTD is trying to receive the portion meant for New Mexico. Majorie Powey commented how it seems illegal for Sun Metro to keep funding when they are not providing service to New Mexico. Chair Perea stated that they need to unify the message that SCRTD delivers service and deserves their fair share of the money. Nora Barraza asked if they should have legal counsel advise on this. Majorie Powey agrees that is a good idea; not for suing but advice on how to move forward. There was agreement from others. David Armijo stated that they can reach out to members of the New Mexico Transit Association and Southwest Transit Association who can help; possibly retired FTA employees.

Lyn Ellins asked what SCRTD is if they are not a transit agency. Mr. Armijo stated he has sent off a letter to define themselves as such, sub-grant recipient to the State of New Mexico. SCRTD has had discussions with El Paso to allow them to continue their designation in New Mexico and allow the NMDOT assist with grant applications. If there are any further questions the Board Members can contact Mr. Armijo.

8. BOARD COMMENT

Chair Perea asked if there are transfers between buses. Mr. Armijo stated that yes, they do, and they are free. El Paso does not accept transfers.

9. ADJOURNMENT - Next meeting June 26, 2021

Chairperson

7. Executive Director's Report – Oral Presentation

A report will be provided at the meeting on the 28th of July. The report will include an update on ridership, proposed service changes in August and preparations for new capital projects including the acquisition of three replacement buses and the retiring of older equipment.

8. Discussion and Action items:

- a. Approve Resolution Annual Fiscal Year 2021-2022 Amended Budget

South Central Regional Transit District

Resolution Number: FY22-01

A Resolution approving the South Central Regional District Amended Budget for Fiscal Year July 1st, 2021, to June 30th, 2022

WHEREAS, the South Central Regional Transit District Board of Directors met in a meeting Wednesday, July 28th, 2021, at the Dona Ana County Offices, 845 N. Motel Blvd., Las Cruces, N.M.; and,

WHEREAS, the South Central Regional Transit District approves the amended Budget for Fiscal Year July 1st, 2021, to June 30th, 2022,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South Central Regional Transit District does hereby approve the Fiscal Year Budget for 2021 to 2022.

ADOPTED AND APPROVED THE 28th DAY OF JULY 2021.

Javier Perea, SCRTD Board Chair

ATTEST:

David Armijo, Executive Director

8. Discussion and Action items:

- b. Approve Resolution for FY2021 District End of Year Inventory

South Central Regional Transit District

Resolution Number: FY22-02

A Resolution approving the District End of Year Inventory and Estimated Value as of June 30, 2021.

WHEREAS, the South Central Regional Transit District Board of Directors met in a meeting Wednesday, July 28th, 2021, at the Dona Ana County Offices, 845 N. Motel Blvd., Las Cruces, N.M.; and,

WHEREAS the South Central Regional Transit District approves the District End of Year Inventory and Estimated Value as of June 30th, 2021,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South Central Regional Transit District does hereby approve the District End of Year Inventory and Estimated Value as of June 30th, 2021.

ADOPTED AND APPROVED THE 28th DAY OF JULY 2021.

Javier Perea, SCRTD Board Chair

ATTEST:

David Armijo, Executive Director

8. Discussion and Action items:

- c. Approve Resolution for a Debt Management Policy

South Central Regional Transit District

Resolution Number: FY22-03

A Resolution of the South Central Regional Transit District creating a Debt Management Policy approving a debt policy for Fiscal Years 2021 through June 30th, 2022.

WHEREAS a debt management policy is helpful for issuing, administering, and managing debt; and

WHEREAS prudent financial management encourages the Transit District to establish a Debt Management Policy to serve as a guideline when the District is issuing debt instruments; and

WHEREAS the District banks with Bank of the West and has a credit line that can be used to pay for large capital items that are later to be reimbursed by grant funding; and

WHEREAS the Transit District considered and adopted the attached debt management policy for the July 28th, 2021, meeting; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South Central Regional Transit District does hereby approve the official debt management policy as of June 30th, 2021.

ADOPTED AND APPROVED THE 28th DAY OF JULY 2021.

Javier Perea, SCRTD Board Chair

ATTEST:

David Armijo, Executive Director

8. Discussion and Action items:

- d. Approve Resolution for Fourth Quarter Fiscal Year Budget

South Central Regional Transit District

Resolution Number: FY22-04

A Resolution approving the Fourth Quarter Report for April through June 2021.

WHEREAS, the South Central Regional Transit District Board of Directors met in a meeting Wednesday, July 28th, 2021, in the Dona Ana County Offices, 845 N. Motel Blvd., Las Cruces, N.M.; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South-Central Regional Transit District does hereby approve the Fourth Quarter Report for April through June 2021.

ADOPTED AND APPROVED THE 28th DAY OF JULY 2021.

Javier Perea, SCRTD Board Chair

ATTEST:

David Armijo, Executive Director

8. Discussion and Action items:

- e. Discuss FY22 NM DOT Grant Award

The table below describes the funding for that current and next year grant award by the New Mexico Department of Transportation. As indicated the growth in capital federal funding year over year is \$246,134.10. Funding for operations remained essentially the same with no added funding.

FISCAL YEAR 2021 GRANT AWARD				
South Central Regional Transit District	Total	Federal	State	Local
Administrative (100%) CARES	\$ 204,048.50	\$ 204,048.50		
Operating (50/50) Section 5311	\$ 60,817.67	\$ 30,408.84		\$ 30,408.83
Operating (100%) CARES	\$ 608,176.73	\$ 608,176.73		
Total Administrative and Operating	\$ 873,042.90	\$ 842,634.07		\$ 30,408.83
Capital to Vendor (80%) Section 5339	\$ 108,202.40	\$ 108,202.40		
State Funded Capital Match to Vendor (20%)	\$ 27,050.60		\$ 27,050.60	
Total Capital	\$ 135,253.00			
TOTAL ADMIN, OPERATING & CAPITAL	\$ 1,008,295.90	\$ 950,836.47	\$ 27,050.60	\$ 30,408.83
FISCAL YEAR 2022 GRANT AWARD				
South Central Regional Transit District	Total	Federal	State	Local
Administrative (80/20) CARES	\$ 204,048.50	\$ 163,238.80		\$ 40,809.70
Operating (50/50) Section 5311	\$ 141,097.00	\$ 70,548.50		\$ 70,548.50
Operating (100%) CARES	\$ 608,176.73	\$ 608,176.73		
Total Administrative and Operating	\$ 953,322.23	\$ 841,964.03		\$ 111,358.20
Capital to Vendor (80%) Section 5339	\$ 443,758.18	\$ 355,006.54		\$ 88,751.64
Total Capital	\$ 443,758.18	\$ 355,006.54		\$ 88,751.64
TOTAL ADMIN, OPERATING & CAPITAL	\$ 1,397,080.41	\$ 1,196,970.57		\$ 200,109.84

The District received added capital to support the replacement of two buses, acquisition of a van for operations and funding for renovation of the Anthony Maintenance facility. The renovation will raise the room to improve access to the larger buses in the fleet.

Section 5311 Funding Distribution Index for Fiscal Year 2020 evaluates the financial and performance of each of the 23 rural transit operators. Cost for administration and operations is separated as is ridership and performance, e.g., cost per revenue hour of service and mileage.

Overall, the District was ranked number 8 out of the 23 operators in the state. The District was ranked number one for priority funding and number one for administrative and operating cost per vehicle mile. The number one ranking reflects cost efficiency. The District numbers improved when the District redistributed its operations to three facilities, one in Las Cruces and Mesilla Hospital, and the other two in Anthony and Sunland Park. The redistribution lowers the

administration and operating cost by reduced deadhead or non-revenue miles in the start of the service day and end of the service day.

Ridership growth this fiscal year will improve performance and should raise the points necessary to improve the District's performance for the current fiscal year. This may result in added grant funding in the next Fiscal Year.