

SOUTH CENTRAL REGIONAL TRANSIT  
DISTRICT BOARD OF DIRECTORS  
Board Meeting  
AGENDA

Wednesday, April 26, 2023, 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, April 26, 2023, at 1:30 PM, a virtual meeting via WebEx.

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.

**PUBLIC INPUT:**

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Wednesday, April 26, 2023,

1:30 PM | (UTC-06:00) Mountain Time (US & Canada) | 3 hrs

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**SOUTH CENTRAL REGIONAL TRANSIT DISTRICT**  
**Board Meeting**  
**Wednesday, April 26, 2023 – 1:30 PM (MST)**  
**Doña Ana County Government Center**  
**845 North Motel Boulevard Las Cruces, New Mexico 88007**

**AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approve Agenda
5. Public Input
6. Approval of SCRTD Meeting Minutes of March 22, 2023
7. Executive Director’s Report – David Armijo
8. Presentation from the Far West Texas/El Paso Regional Transportation Coordination Committee (WTEP) regarding the approved Texas Commission on Environmental Quality (TCEQ) from May 1, 2023, through October 31, 2023 – Xavier Banales
9. Discussion and Approval for the Third Quarter Report FY 2023 – Adam Shea
10. Discussion and Presentation of the FY2024 Budget as of March 2023- Adam Shea
11. Closed Session: Personnel Matters
  - a) Discuss personnel matters regarding the Executive Director

THE DISTRICT MAY CONVENE IN CLOSED SESSION to discuss to items:

1. Personnel matters as authorized by the Open Meetings Act, § 10-15-1 (H)(2) and (5) (NMSA1978).

THE DISTRICT MAY CONVENE IN OPEN SESSION to take action, if any, on the closed session items.

12. Board Comment
13. Adjourn - **Next Meeting May 24, 2023**

**ITEM 6# March 22, 2023**

**South Central Regional Transit District  
Board of Directors Meeting  
Wednesday,  
March 22, 2023 - 1:30 PM**

**MINUTES**

**MEMBERS PRESENT:**

Javier Perea, Chair, City of Sunland Park  
Kasandra Gandara proxy Yvonne Flores, City of Las Cruces  
Nora Barraza, RTD Vice Chair, Town of Mesilla  
Diana Murillo, City of Anthony  
Majorie Powey, Village of Williamsburg  
Robert Martinez, Village of Hatch

**MEMBERS ABSENT:**

Yvonne Flores, City of Las Cruces  
Peter Atencio, Village of Hatch  
Sharon Thomas, Citizens Advisory Committee  
Manuel Sanchez, Doña Ana County

**SCRTD STAFF:**

David Armijo, SCRTD Executive Director  
Sara Vasquez, SCRTD  
Cristina Gamboa, SCRTD  
Sarah Portillo, SCRTD  
Loretta Gallegos, SCRTD  
Adam Shea, SCRTD

**OTHERS PRESENT:** Becky Baum, RC Creations, LLC, Transcriptionist

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

ALL STAND FOR THE PLEDGE OF ALLEGIANCE.

**3. ROLL CALL**

A quorum was determined to be present.

**4. APPROVAL OF THE AGENDA**

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

**5. PUBLIC INPUT**

There were none.

**6. APPROVAL OF SCRTD MEETING MINUTES OF January 25, 2023**

There were no changes to the minutes. Motioned by Nora Barraza, seconded by Kasandra Gandara. Passed unanimously.

**7. EXECUTIVE DIRECTOR'S REPORT**

David Armijo gave the Executive Director's report. He had sent out a packet with today's information. The MPO provided three CMAQ grants totaling over \$5.5 million. The SCRTD won an award at the Albuquerque conference for "Best Transit System in the State of New Mexico for the 5311 Rural Services." The SCRTD was the only submittal for 2023

for the Congestion/Air Quality Grant and therefore received it, as well as other monies totaling roughly \$8 million. The local match is only 10%. The consultants from TTI will hopefully come out to talk about the feasibility study soon. Preliminary numbers for March show 8,500 rides for the month. SCRTD is working on getting more Gillig electric buses and is working with El Paso Electric and a local contractor called Diamond to get this program up and running. Currently the charging stations and training for drivers are being planned. The bus shelters are mostly repaired and repainted and re-installed. They have solar lighting, but taggers have ripped off the panels so they can make more graffiti on the shelters. The buses have been on order for three years and should arrive next month. They are small and have electronic/manual ramps. They will carry about 18 to 25 passengers and will allow the old, worn-out buses to be retired.

**8. ACTION: FY2022 AUDITORS REPORT - ITZA SOSA**

- a) **March 9, 2023, office of the State Auditor Correspondence Authorization to release SCRTD Audit Report.**
- b) **Resolution to approve FY2022 Audit Report.**

Itza Sosa gave the audit report for July 1, 2021, through June 30, 2022. Board Members have the final version of the report in front of them. All opinions were clean. The only finding was that two employees exceeded the maximum allowed accrued PTO but that was not a huge problem. There was a discussion regarding the amount of accrued leave permitted and what staff did to correct the problem.

Motioned by Kasandra Gandara, seconded by Nora Barraza. Passed unanimously.

**9. DISCUSSION AND APPROVAL OF RESOLUTION OF THE CMAQ GRANT**

David Armijo discussed the resolution. The information is on page 11 of the packet. He coordinated with the El Paso MPO to get the correct numbers based on the current fiscal year. This resolution will provide for two buses and a charging station for them. Local match is 10%.

Motioned by Nora Barraza, seconded by Kasandra Gandara. Passed unanimously.

**10. DISCUSSION OF ELECTRIC CHARGING STATIONS PURCHASE**

Sara Vasquez, Chief Procurement Officer reported that staff is working with consultants, New Mexico Department of Transportation, Gillig, and El Paso Electric Company regarding charging stations for the new Gillig buses. Each of the three stations can charge two vehicles. Staff hope to have the stations by fall of this year.

**11. APPROVAL OF RESOLUTION TO RECEIVE FUNDING FROM THE FEDERAL TRANSIT ADMINISTRATION AND TO COMMIT LOCAL FUNDING TO SUPPORT SECTIO 5307 GRANT FUNDS FOR FY22 AND FY23**

This is combined operating and capital funding. The FTA and Fort Worth have not yet released funds for 2022, pending reinforcement of the agreement of the service expansion policy with Sun Metro. Staff hope for letters of support from the Mayors of Anthony, Sunland Park, Las Cruces, and Mesilla to reaffirm local commitment. Local match is provided in the MOA with Dona Ana County.

Motioned by Nora Barraza, seconded by Diana Murillo. Passed unanimously.

**12. CLOSED SESSION**

Motioned by Nora Barraza, seconded by Diana Murillo. Passed unanimously.

Approximately 30 minutes.

**13. BOARD COMMENT**

There were none.

**14. ADJOURNMENT (2:29 p.m.) - Next meeting April 26, 2023**

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Chairperson

**ITEM # 7:** Executive Director Report

The report is provided in the agenda package.

**ITEM #8:** Presentation from the Far West Texas/El Paso Regional Transportation Coordination Committee (WTEP) regarding the approved Texas Commission on Environmental Quality (TCEQ) from May 1, 2023, through October 31, 2023 – Xavier Banales

This will be a presentation by Mr. Banales to update the Board on regional activities in West Texas and how they may affect our bus service and air quality for the region.

**ITEM #9:** Discussion and Resolution approving the Third Quarter Financial Report for Fiscal Year 2023 - Adam Shea

This report will focus on the financials from the period October through December. The report will be submitted to the New Mexico Department of Finance and Administration (DFA).

**ITEM #10** Discussion and Presentation of the FY2024 Budget as of March 2023- Adam Shea

This report will focus on presenting to the Board the budget for next year. This will include the operations and maintenance as well as the capital program. Revenues that are known or estimated will be included.



**ITEM# Resolutions**

**South Central Regional Transit District  
Resolution Number: FY23-25**

**A RESOLUTION APPROVING THE THIRD QUARTER FINANCIAL REPORT AS  
APPROVED BY THE SOUTH CENTRAL REGIONAL TRANSIT DISTRICT BOARD**

**WHEREAS** The South Central Regional Transit District Board of Directors met in a meeting on, April 26<sup>th</sup>, 2023, in the Doña Ana County Offices, 845 N, Motel Blvd.: Las Cruces NM and,

**WHEREAS** The South Central Regional Transit District approves the Third Quarter Financial Report for January 1<sup>st</sup> to March 31<sup>st</sup>, 2023.

**NOW, THEREFORE, BE IT RESOLVED** by the South Central Regional Transit District that: Passed, Approved and Adopted by the governing body at this meeting of April 26, 2023.

**ADOPTED AND APPROVED THE 26<sup>TH</sup> DAY OF APRIL 2023.**

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Javier Perea, SCRTD Board Chair

ATTEST:

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David Armijo, Executive Director