

**SOUTH CENTRAL REGIONAL TRANSIT
DISTRICT BOARD OF DIRECTORS
November 29, 2023 -1:30 PM
DONA ANA COUNTY COMMISSION CHAMBERS
MOTEL BLVD. LAS CRUCES, NM 88004
AGENDA**



CONSENT AGENDA/OPPORTUNITY FOR PUBLIC COMMENT

All items listed under the Consent Agenda item are considered to be routine and non-controversial. The Consent Agenda items will be considered and may be approved by one motion if no member of the Board or Audience wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the Consent Agenda and will be considered in listed sequence with an opportunity for any member of the public to address the Board concerning the item before action is taken.

BOCC is inviting you to a scheduled Webex meeting.

Wednesday, November 29, 2023

1:30 PM | (UTC-07:00) Mountain Time (US & Canada) | 4 hrs

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CONSENT AGENDA

- A. APPROVE AGENDA**
- B. MINUTES OF OCTOBER 25, 2023**

ADOPT/APPROVE

- 1. SIERRA COUNTY BUS ROUTE PRESENTATION (ARMIJO)**
- 2. FIRST QUARTER BUDGET AMENDMENT #1 (SHEA)**
- 3. FREE FARE POLICY INITIATIVE – JANUARY 2024 THROUGH JUNE 2024 (ARMIJO)**
- 4. EXECUTIVE DIRECTOR’S REPORT/COMMENTS**
- 5. FUTURE AGENDA ITEMS/BOARD COMMENTS**
- 6. ADJOURNMENT**

Next Meetings

Wednesday, December 27, 2023 @ 1:30 PM
Wednesday, January 24, 2024 @ 1:30 PM

Under Government Code section 54957.5, any materials relating to an item on this agenda distributed to the Board of Directors after the distribution of the agenda packet will be made available for public inspection at the time of distribution at the following location: South Central Regional Transit District, 830 Anthony Drive, Anthony, NM 88021.

Requests for disability-related modifications or accommodation, including auxiliary aids or services, may be made by telephoning (575) 323-1620 at the District office. Please attempt to make such requests known at least 24 hours before the scheduled meeting.

**South Central RTD
Board of Directors Meeting
Wednesday,
October 25, 2023 - 1:30 PM**

MINUTES

MEMBERS PRESENT:

Nora Barraza, RTD Vice Chair, Town of Mesilla
Majorie Powey, Village of Williamsburg
Diana Murillo, City of Anthony
Yvonne Flores, City of Las Cruces
Robert Martinez proxy James "Slim" Whitlock, Village of Hatch

MEMBERS ABSENT:

Javier Perea, RTD Chair, City of Sunland Park
Manuel Sanchez, Doña Ana County
Sharon Thomas, Citizens Advisory Committee

SCRTD STAFF:

David Armijo, SCRTD Executive Director
Cristina Gamboa, SCRTD
Veronica De La O, SCRTD
Adam Shea, SCRTD

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

Nora Barraza called the meeting to order at approximately 1:35.

ALL STAND FOR THE PLEDGE OF ALLEGIANCE.

A QUORUM WAS DETERMINED TO BE PRESENT.

7. CONSENT AGENDA

A. APPROVE AGENDA

Motioned by Yvonne Flores, second by Diana Murillo. Passed unanimously.

B. MINUTES OF AUGUST 23, 2023

There were no changes to the minutes. Motioned by Yvonne Flores, second by Diana Murillo. Passed unanimously.

8. FIRST QUARTER FINANCIALS - (SHEA)

Adam Shea stated the current bank balance as of September 30th, is \$73,313.91. They are still in the process of receiving funds from the 5307, which will boost the bank balance. There were some problems because of the change in the bank that will be discussed later in the meeting. Expenditures

of \$573,332.53 are 23.9% of the quarterly, and expenditures being 25% would be the maximum amount. Revenue is 20.7% received. There are still outstanding items. Present revenue is \$563,194.52. Capital received is 3.5% of the total amount of \$6 million that they have received. More will be received throughout the year. These funds have to do with the purchase of the Sunland Park facility, for which those funds will be made available this year and some buses on order coming in spring 2024. Capital expenditures year-to-date \$221,789.80. There will be more expenditures in the second quarter. Revenues received have covered expenses to date.

There is an outstanding revenue of \$365,000 that went via EFT to Bank of the West at the same time the bank was becoming BMO. This money is being tracked by the federal government. These funds have not been input into the SCRTD system yet. Adam will be returning to the Board for a bank adjustment to the account when the funds are “located.”

There are some delays in procurements which will move some of the capital to the next fiscal year. Even if the government shuts down, there will not be a gap in funds incoming.

Motioned by Yvonne Flores, second by Majorie Powey. Passed unanimously.

9. BMO BANK RESOLUTION - (SHEA)

Adam Shea brought this forward for the Board’s approval to continue with BMO Bank, which is necessary for the FTA (Federal Transportation Administration). SCRTD is looking into changing banks, but not immediately. Of course, the Board would also have to approve any bank change.

Motioned by Yvonne Flores, second by Diana Murillo. Passed unanimously.

ITEMS 4-8 WERE REMOVED FROM THIS AGENDA FOR THE NEXT MEETING.

- 10. FY 2023-24 FIRST QUARTER RIDERSHIP AND PERFORMANCE REPORTS - (ARMIJO)**
- 11. SIERRA COUNTY BUS ROUTE PRESENTATION (ARMIJO)**
- 12. BOARD MEETING SCHEDULE 2024 CALENDAR YEAR - (ARMIJO)**
- 13. FUTURE AGENDA ITEMS/BOARD COMMENTS**
- 14. EXECUTIVE DIRECTOR’S REPORT/COMMENTS**

Majorie Powey stated they are looking to do a local bus route first in their area prior to hooking to other areas. David Armijo has reached out to City and County Managers (Sierra County) requesting to address the boards in the coming month. Some local connections to Hatch may be beneficial.

Next meeting dates for November and December were discussed; the fourth Wednesday would be the day before Thanksgiving, but possibly move to November 29th, the Wednesday after Thanksgiving. SCRTD staff will let the Board know.

December will be Nora Barraza's last meeting, as she is not running for Mayor.

15. ADJOURNMENT

Chairperson

Agenda Items:

SIERRA COUNTY BUS ROUTE PRESENTATION (ARMIJO)

The staff has drafted a bus route map with bus stops operating local service through Williamsburg, Elephant Butte, and Sierra County with connecting service to the Green route in Hatch. Service will continue to Las Cruces on the Green Route. More details will be provided in the presentation at the Board of Directors meeting.

FIRST QUARTER BUDGET AMENDMENT #1 (Shea)

This amendment is needed to capture new grant funds that have been received by the District after the budget was approved. This includes 5310 grant funds from both the El Paso MPO for capital and 5310 grant funds from NMDOT for bus operations. These funds account for over \$400,000 added to the annual budget for programs and equipment that will be expended after the first of the new year. Furthermore, the 5339 Low No grant funds have been programmed but the Electric buses ordered have been delayed until the end of 2024 and these funds will be forwarded to the next fiscal year. These changes will boost the annual operating budget for this year while deferring some bus capital till the next fiscal year.

FREE FARE POLICY – JANUARY THRU JUNE 2024 (Armijo)

The District is experiencing a growing ridership base which includes an increase in its fare revenue. Revenue is averaging over \$5,000 per month. The Board previously requested staff to consider a free fare policy. The last time the District instituted a free fare policy, ridership increased by about 15 percent. It is difficult to project a rise in ridership, but it would be helpful to our customer base. The projected cost would be \$30,000 for the balance of the fiscal year. Sufficient funding would be needed to cover this initiative.

In response, the staff is recommending that a free fare policy be instituted for six months beginning in January 2024.

EXECUTIVE DIRECTOR'S REPORT/COMMENTS

The report will include an update on bus ridership, capital purchases, and grant programs.

RESOLUTIONS

South Central Regional Transit District

Resolution Number: FY2024-11

A RESOLUTION APPROVING THE SOUTH CENTRAL REGIONAL TRANSIT DISTRICT FIRST QUARTER BUDGET AMENDMENT FOR FISCAL YEAR 2022-2023

WHEREAS; The South Central Regional Transit District Board of Directors met in a meeting Wednesday, November 29, 2023, in the Doña Ana County Offices, 845 N. Motel Blvd., Las Cruces, N.M.; and

WHEREAS; The South Central Regional Transit District approves the First Quarter Budget Amendment for fiscal year 2023-2024;

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 November 29, 2023.

Javier Perea, SCR TD Board Chair

ATTEST:

David Armijo, Executive Director

South Central Regional Transit District

Resolution Number: FY2024-12

**A RESOLUTION APPROVING THE SOUTH CENTRAL REGIONAL TRANSIT DISTRICT FREE FARE
POLICY**

WHEREAS; The South Central Regional Transit District Board of Directors met in a meeting Wednesday, November 29, 2023, in the Doña Ana County Offices, 845 N. Motel Blvd., Las Cruces, N.M.; and

WHEREAS; The South Central Regional Transit District approves the free fare policy proposed from January 1, 2024, through June 30, 2024;

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 November 29, 2023.

Javier Perea, SCRTD Board Chair

ATTEST:

David Armijo, Executive Director