

**South Central RTD
Board of Directors Meeting
Wednesday,
March 27, 2024 - 1:30 PM**

MINUTES

MEMBERS PRESENT:

Javier Perea, RTD Chair, City of Sunland Park
Majorie Powey, Village of Williamsburg
Diana Murillo, City of Anthony
Yvonne Flores, City of Las Cruces

MEMBERS ABSENT:

Russell Hernandez, RTD Vice-Chair, Town of Mesilla
Robert Martinez, Village of Hatch
Manuel Sanchez, Doña Ana County

SCRTD STAFF:

David Armijo, SCRTRD Executive Director
Sara Vasquez, SCRTRD Human Resources
Cristina Gamboa, SCRTRD Safety Coordinator
Crystal Gomez, SCRTRD Accounting Assistant
Veronica De La O, SCRTRD Administrative Assistant
Adam Shea, SCRTRD Finance Manager
Tim McDaniels, SCRTRD Special Project Planner

OTHERS PRESENT:

Cathy Luenenborg
Becky Baum, RC Creations, LLC, Transcriptionist

1. CALL TO ORDER

Javier Perea called the meeting to order at approximately 1:40.

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 MINUTES - February 28, 2024

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

5. PUBLIC INPUT

There was none.

6. EXECUTIVE DIRECTOR'S REPORT

David Armijo gave the Executive Director's report. Grants are due by April. Last year's submissions will be awarded in June. Ridership for March is projected to be 11,000. The Yellow and Silver routes operate on Sundays. This is the third month of free bus service. If enough funding is available in June, Phase III of the Anthony renovation will begin. This includes finishing the parking lot and adding a restroom, replacing the gates in Anthony and Sunland Park with electric gates. After all that is done, new bus shelters can be installed. The RAISE Grant application is difficult, but with Tim McDaniel's help, Mr. Armijo has completed it. Those funds will include two more electric buses, some property in Las Cruces to layover buses and maybe install a charging station, the local match, and various other things. Mr. Armijo hopes to partner with RoadRUNNER Transit on some projects. He hopes for about \$3.9 million from this grant. Mr. Armijo will use this grant application for others, as well. He hopes to get the No-Low Grant. The problem is that the Biden administration has cut funds for rural public transportation, but he hopes to be able to out-compete other organizations for these funds. He showed a map of the stops that will be in Sierra County for the new route. He and his staff have done a final route review and are planning to connect this route with the Green Route and coordinating with the cities involved. Staff will be working on the coordination aspect. The schedules are ready for approval by the cities and the target opening of the new route is Memorial Day. The new Front Runner buses are set for the new route because they are smaller and easier to maneuver and find drivers for. He hopes to get some of the school bus drivers to get this started. The days will be long, so two drivers per bus will be needed and layover spots will need to be organized for the buses. The Sierra County Route will connect in Hatch with the Green Route. Signage will be installed to help people notice the bus stops and flyers and brochures will be made to advertise. Routes will also be added to Google Maps, and information will be put in the utility bills. The numbers will be tracked over the next few years to see how effective the new route is. The buses will use both the interstate and the old highway. Drivers prefer to use the interstate because it gets dark quickly. The construction on the interstate may not be cleared up by Memorial Day.

7. ACTION: FY2022-2023 AUDITORS REPORT - ITZA SOSA, BEASLEY, MITCHELLE & CO., LLP

A. FEBRUARY 27, 2024 OFFICE OF THE STATE AUDITOR CORRESPONDENCE AUTHORIZATION TO RELEASE SCRPTD AUDIT REPORT

Itza Sosa from Beasley, Mitchelle & Co. reported on the period audit from July 1, 2022 through June 30, 2023. The State approved and released the final audit report on February 27, 2024. The company provided an unmodified opinion to the district for FY 23. Because the district spent more than \$750,000 in federal funds, a single audit was required and this single audit also received an unmodified opinion. There were four findings and recommendations. These are on page 45 of the audit report. All of them were minor paperwork errors and the accounting staff has been trained to prevent future findings. Audit fieldwork usually occurs between August and November. The reports should be prepared for review before August, then contact the auditors during August to set up a week for them to come. Adam Shea reported that he is closely monitoring all the information, so it will be ready for the next audit.

B. RESOLUTION TO APPROVE FY2022-2023 AUDIT REPORT

Resolution motioned by Yvonne Flores, second by Majorie Powey. Passed unanimously.

8. DISCUSSION OF GOALS AND OBJECTIVES FOR FY2025 - DAVID ARMIJO

David Armijo discussed the objectives and goals. Some of them will carry over from this year, and some are already done. The list includes work on the facilities at Sunland Park and Anthony, employee training in all the divisions, maintaining the schedule of operations, the Sierra County route, and many other projects. Mr. Armijo will bring updates as things go along.

9. DISCUSSION OF DOÑA ANA COUNTY MOU PRESENTATION - DAVID ARMIJO

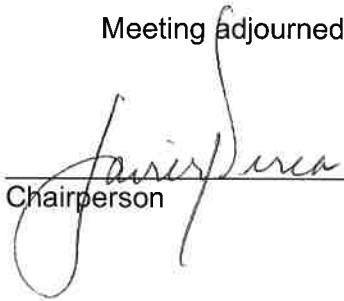
David Armijo reported on the funding that has been received from the County over the past eight years. He will be presenting this report to the County Board as well. SCRTD received funding beginning in February 2016, and there were four routes. By 2021, there were six buses. Another was added in 2022 for a total of eight routes. Mr. Armijo suggested naming the Sierra County route the Blue Route. Ridership increases almost every year and federal grant funding has also increased. The first year, the County provided \$750,000, and since it was a partial year, that money carried over to the next year. The County cut funding back to \$479,000 for the next two years, and then funding increased over the next years to just under \$1 million. For the next year, Mr. Armijo hopes to increase the funding by 3% to increase inflation. Chair Perea suggested adding stories about people when Mr. Armijo presents to the County. He also requested Mr. Armijo to send the presentation for him to use in the City.

10. FUTURE AGENDA ITEMS/BOARD COMMENTS

Board Member Powey offered a spot in Williamsburg for a bus stop if Elephant Butte does not work out. Mr. Armijo indicated that he has discussed that spot and the gas stations with the cities.

11. ADJOURNMENT

Meeting adjourned at 3:42 p.m.


Chairperson

