

**South Central RTD  
Board of Directors Meeting  
Wednesday,  
April 24, 2024 - 1:30 PM**

**MINUTES**

**MEMBERS PRESENT:**

Javier Perea, RTD Chair, City of Sunland Park  
Majorie Powey, Village of Williamsburg  
Russell Hernandez, RTD Vice-Chair, Town of Mesilla  
Diana Murillo, City of Anthony

**MEMBERS ABSENT:**

Robert Martinez, Village of Hatch  
Yvonne Flores, City of Las Cruces  
Manuel Sanchez, Doña Ana County

**SCRTD STAFF:**

David Armijo, SCRTD Executive Director  
Sara Vasquez, SCRTD  
Crystal Gomez  
Veronica De La O, SCRTD  
Adam Shea, SCRTD  
Tim McDaniel, SCRTD

**OTHERS PRESENT:**

Becky Baum, RC Creations, LLC, Transcriptionist

**1. CALL TO ORDER**

Javier Perea called the meeting to order at approximately 1:42.

**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 - March 27, 2024**

Motioned by Diana Murillo, second by Russell Hernandez. Passed unanimously.

**5. PUBLIC INPUT**

There was none.

**6. EXECUTIVE DIRECTOR'S REPORT**

David Armijo gave the Executive Director's report. Ridership for April 2024 is over 11,000. This will make the yearly target of 100,000 easy to reach. Statistics show that in 2023 operating expenses have almost doubled in the last five years. Ridership continues to grow. Overall vehicle revenue hours show increased productivity. Operating expense between

unlinked passenger trip is \$18.26 which is lower than before. There are several grants bringing in monies and managing them is a challenge. There are programmed monies for the bus shelters so now procurement needs to be done. The stops are being evaluated now. The routes on the east mesa are challenging to plan because the county line is erratic. Micro-transit may be the answer to those problems. There will be two electric vans delivered in May. The charging stations will be small. They will work well anywhere. Electric service will need to be upgraded before larger stations can be installed.

**7. A RESOLUTION APPROVING THE THIRD-QUARTER FINANCIALS FOR FISCAL YEAR 2023-2024 - ADAM SHEA**

Adam Shea reported on the financials as of March 31, 2024. At that time the funds in the bank were about \$62,576.02. Reserves are a bit low because expected funds have not arrived yet. The Texas money should arrive in the next couple of weeks. Expenditures were \$2,257,262.79 and are about 72.9% of the budget. The budget is on course for the year. The health insurance was up last quarter due to the bill needing to be paid and now it is back down after payment. The increases in the budget are due to capital outlay under the Projects heading which is \$462,030.06. This was for purchasing buses. The revenue is expected to be \$352,355.44 to replace that capital outlay. Insurance is at about 80% and will be paid off soon. Projects are at 97.3% because capital outlay is recorded as it arrives. Operating cost is at 81.6% because the commercial loan was paid off in the second quarter. Under Revenue, \$1,895,431.26 was received which is 60.4% of budget. Funding requests are offset from the reports and the numbers will be correct at the end of the quarter; 100% of the membership dues, 60.2% of the 5310/5311, and 49.8% of the 5307 have been received. Under Capital, \$544,893.38 has been received which is about 16.5% of the budget. Capital Outlay amounts to \$431,295.47 to date.

Resolution motioned by Diana Murillo, second by Russell Hernandez. Passed unanimously.

**8. A RESOLUTION APPROVING THE THIRD-QUARTER BUDGET AMENDMENT FOR FISCAL YEAR 2023-2024 - ADAM SHEA**

Adam Shea reported on the budget amendment. On the first page under Expenditures, it would be a reduction of \$7,865.76 for employee benefits, a reduction of \$5,000 for travel and maintenance, an increase of \$1,500 for supplies, an increase of \$260,735.85 for projects including capital outlay, an increase of \$3,156.80 for contractual services, and a reduction of \$10,044.43 for operating costs amounting to an overall increase of \$242,482.46. Under Revenue, requesting a reduction of \$1,435.92 and an increase of \$529.58, reduction of miscellaneous and other revenue of \$5,424.40 bringing the total revised Operating Revenue to \$3,137,216.40. Under Capital, there are many increases and decreases across this category to bring it into line with the actual numbers. Overall budget decreased to \$3,295,793.42. Some of these funds may carry over into the next fiscal year.

Resolution motioned by Diana Murillo, second by Russell Hernandez. Passed unanimously.

**9. A RESOLUTION APPROVING SUBMISSION OF THE 2024 NO LOW GRANT**

Tim McDaniel discussed this grant submission. It provides funding for purchase or lease of zero-emission and low-emission transit buses. SCRTRD is requesting \$2.6 million for two buses, \$100,000 for installation of two charging stations, \$6,000 for engineering design of stations, \$12,500 for vehicle delivery, \$139,930 for workforce development training costs making the total request \$2.9 million with \$2.4 million in federal funds requested and \$453,836 local match required. Staff is requesting the two buses to replace the two buses

on the Yellow Line. This would allow a dedicated morning and afternoon fleet to run out of Sunland Park, saving on maintenance and fuel costs. The existing buses would be repositioned to other routes. If the grant is approved it will be awarded in July 2024, go to procurement in August 2024, a bus conference to approve the buildout in February 2026, and the manufacturing to be complete in September 2026 and the bus delivered in October. SCRTD would begin an apprenticeship in the Maintenance Department from October 2026 through September 2027.

Resolution motioned by Diana Murillo, second by Russell Hernandez. Passed unanimously.

**10. A RESOLUTION APPROVING SUBMISSION OF THE 2024 5339 BUS AND BUS FACILITIES GRANT**

Tim McDaniel reported on the 5339 Grant. The funds would be used to replace and rehabilitate buses and build or improve facilities. The grant application is for a total of \$2.8 million. Mr. McDaniel showed the proposed site for the new facility at Venus and Northrise. The new bus and facility will allow better service and lower costs. If the grant is awarded in July 2024, procurement would begin in August 2024, project design and procurement for the facility would begin in November 2024, and grading and construction of the site would begin in October 2024. The bus conference would be in February 2026, the bus would be made by September 2026 and delivered in October 2026 at the same time that construction should be finished. Workforce development and training would run from October 2026 to September 2027. The local match to receive this grant is \$455,261.80. The money for match would hopefully come from the State Legislature.

Resolution motioned by Russell Hernandez, second by Diana Murillo. Passed unanimously.

**11. A RESOLUTION APPROVING THE JOINT POWERS AGREEMENT WITH THE NEW MEXICO MUNICIPAL LEAGUE - ADAM SHEA**

Adam Shea discussed the JPA. This would allow SCRTD to provide the various insurances and employee benefits. This agreement has been used since 1987 but was never signed before by SCRTD. Signing the resolution and agreement will make everything legal, finally.

Resolution motioned by Russell Hernandez, second by Diana Murillo. Passed unanimously.

**12. A RESOLUTION APPROVING THE SOUTH CENTRAL REGIONAL TRANSIT DISTRICT NM FINANCE AUTHORITY LOAN AGREEMENT**

Adam Shea discussed the loan application made with the New Mexico Finance Authority. The loan would be used to purchase equipment. The application for a credit line with BMO is still in committee and it would be capped at \$60,000. The NMFA exists to help small municipalities make large purchases. The loan application was for \$509,907.08 to purchase one service vehicle and three buses. The loan would be paid immediately on receipt of the grants earmarked for those vehicles.

Resolution motioned by Russell Hernandez, second by Diana Murillo. Passed unanimously.

**13. FUTURE AGENDA ITEMS/BOARD COMMENTS**

None.

14. ADJOURNMENT

*Yvonne Flores for*  
Chairperson  
*Acting* Chairperson *Javier Perea*