

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

MINUTES

MEMBERS PRESENT:

Javier Perea, RTD Chair, City of Sunland Park
Cathy Luenenborg proxy Majorie Powey, Village of Williamsburg
Russell Hernandez, RTD Vice-Chair, Town of Mesilla
Diana Murillo, City of Anthony
Manuel Sanchez, Doña Ana County

MEMBERS ABSENT:

Robert Martinez, Village of Hatch
Shannon Reynolds, Doña Ana County
Yvonne Flores, City of Las Cruces

SCRTD STAFF:

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

OTHERS PRESENT:

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 MINUTES - June 26, 2024

Motioned by Javier Perea, second by Russell Hernandez. Passed unanimously.

5. PUBLIC INPUT

Elizabeth Hernandez, member of the public has been a bus driver for SCRTD for the past five years. She is representing all the drivers and discussed the letter that was

sent in earlier. She discussed the new pay raise and the issues the drivers have with the senior drivers receiving the same rate as new hires. They are also confused about where to find information on new policies as they are instituted. Next month, there will be an update to the Human Resource Manual and a discussion of the Pay Classification Study. Ms. Hernandez was invited to attend meetings and speak to Sara Vasquez for updates. She was informed that she and the other drivers had information before this meeting was about five years old. She was asked to return next month to hear the answers to her questions.

6. EXECUTIVE DIRECTOR'S REPORT

David Armijo gave the Executive Director's report. Two new buses arrived on April 29, 2024. One had an issue and was parked for two months, but it is now repaired. SCRTD received federal funding from grant 5339 of \$2.4 million. The local match was \$455,262. This will pay for the buses entirely. The 5307 federal funds were \$630,149, and the local game was \$278,000 for operating and capital money. STP funds of \$490,000 will be used to install a solar array on the new Sunland Park facility. The SMART grant will help create a phone app so people can see what the District is up to.

The Sierra County route will open on August 5, 2024. It will connect from the Sierra County Line to Williamsburg. It will connect with the Green Route in Hatch. There are enough vehicles and drivers to run this route. Building up ridership on the new route is expected to take about two years. SCRTD now has eight routes, just like the RoadRUNNER service. They are advertising the new bus route in "The Sentinel" newspaper.

Forth Mobility is a company that tries to increase charging stations for people with electric vehicles. SCRTD will get paid a little bit to help out. Ridership is already greater than last year at 105,000.

A pay study was done in the fall of 2022, and SCRTD did not perform well on it. The regional pay study, which is on next month's agenda, will give more information. Private companies provide better pay rates but no benefits. Mr. Armijo will bring a financial plan to help improve things. The Human Resources Manual update will be discussed next month and voted on in September.

7. DISCUSSION AND RESOLUTION APPROVING THE FINAL AMENDMENT TO THE FY2024 BUDGET - ADAM SHEA

Adam Shea presented the budget amendments. Expenses show several accounts that are over budget by a total of \$55,919.07, and funds have been moved. The revenue adjustment request is \$204,234.85. This is specifically for the 2024 5307 grant. A smaller amount of \$350.85 is for interest earned and two minor revenue items.

There are currently no amendment requests for Capital.

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

8. DISCUSSION AND RESOLUTION APPROVING THE 4TH QUARTER FINANCIAL FOR FY2024 - ADAM SHEA

Adam Shea presented the financials. Cash Balances were \$395,556.64 as of June 30, 2024. These were from 2022 and 2023 funds from the 5307 FTA. It will be used to pay for capital items as they come. Expenditures were \$2,492,023 which is 94.3% of the budget.

Revenue was \$2,549,821.21, 84.7% of budget. An additional \$12,157.25 was received, and \$209,597.21 was billed out.

A capital of \$1,108,406.18, or 29.1% of the budget, was received, with an additional \$641,953.44 billed out. \$365,719 is available for immediate use for currently planned projects.

Resolution motioned by Diana Murillo, second by Manuel Sanchez. Passed unanimously.

9. DISCUSSION AND RESOLUTION APPROVING THE FY2025 ANNUAL BUDGET - ADAM SHEA

Adam Shea presented the FY2025 annual budget. Several personnel positions have been added: Manager of Procurement and Risk Management, Executive Assistant, Mechanic, and three Drivers. Expenditures are expected to be \$3,015,565.10, which is up by 14.2% from last year. Projects will increase by 50.98% for a total of \$39,000. Contractual Services will increase by 2.5% for a total of \$133,221.33. Operating Costs will decrease by 36.43% for a total of \$119,421.15. Revenue is expected to be \$3,121,248.72, giving a net over expenses of \$105,683.62. The capital request will be \$8,879,612.14, primarily for purchasing the Sunland Park facility, new buses, personnel training, and electrification projects. There is a possibility of receiving inner city funds from the state, and if so the free fare program can be continued.

Resolution motioned by Diana Murillo, second by Cathy Lueningborg. Passed unanimously.

10. DISCUSSION AND RESOLUTION APPROVING THE VENUS GRANT AWARD OF \$2,890,148 FEDERAL GRANT FOR THE VENUS ELECTRIC CHARGING STATION BUS FACILITY PROJECT - TIM MCDANIEL

Tim McDaniel presented the FTA 5339 grant update. The application was made in April 2024. The application was accepted for \$2.8 million, with \$2.4 million in federal funds requested and \$455,000 local match required. The funds will allow a new facility on Venus Drive and a new bus to expand routes through Dona Ana County and with RoadRUNNER Transit. Staff hope to finish the entire project by 2026. Staff was awarded a Match Fund Grant from NM DFA to cover the local match completely.

Resolution motioned by Javier Perea, second by Diana Murillo. Passed unanimously.

11. DISCUSSION AND RESOLUTION APPROVING THE \$455,261 NM MATCHING GRANT AWARD FOR THE VENUS ELECTRIC CHARGING STATION BUS FACILITY PROJECT - TIM MCDANIEL

Tim McDaniel presented the award from the Match Fund Grant from NM DFA for the FTA 5339 grant. This will cover the local match for the grant received from FTA.

Resolution motioned by Diana Murillo, second by Javier Perea. Passed unanimously.

12. DISCUSSION AND RESOLUTION APPROVING \$278,010.50 FROM THE NM MATCHING GRANT FOR THE FY2024 FTA 5307 URBAN GRANT FUNDS - TIM MCDANIEL

Tim McDaniel presented the award from the Match Fund Grant from NM DFA for the FTA 5307 grant. The 5307 grant is awarded yearly to Sun Metro with SCRTD as a sub-recipient. The required local match for the 5307 grant is \$278,010. Staff submitted to the DFA Match Fund Grant and was awarded in full. These funds will be invested in the new Sunland Park facility and its operations. Staff has been working with the MPO to ensure that amended plans are submitted properly to allow for grants to be awarded.

Resolution motioned by Javier Perea, second by Diana Murillo. Passed unanimously.

13. DISCUSSION AND RESOLUTION APPROVING \$493,393 FOR THE SUNLAND PARK SOLAR ARRAY ELECTRIC POWER PROJECT THROUGH THE NMDOT SURFACE TRANSPORTATION PROGRAM - LARGE URBAN - TIM MCDANIEL

Tim McDaniel presented the funding request for the solar array at the new Sunland Park facility through the Surface Transportation Program - Large Urban. SCRTD was part of an ad hoc committee convened by El Paso MPO to examine available funds that had not been awarded and was able to request these funds. The federal portion of the grant is \$421,554.98 and the local match is \$71,838.01. Staff has submitted a request to the DFA Match Grant Fund, but have not heard anything yet. The planned array will provide power for the vehicles and facility, and possibly even allow SCRTD to sell power back to the grid.

Resolution motioned by Diana Murillo, second by Javier Perea. Passed unanimously.

14. FUTURE AGENDA ITEMS

HR Manual and Pay Classification for discussion with approval the following month;

further discussion of grants and update on the process of becoming a direct grant recipient; update on the new Match Grant Fund application; update on possible state funding for the Ten-Year Plan update; possible ICIP updates.

15. ADJOURNMENT

Resolution motioned by Diana Murillo, second by Manuel Sanchez. Passed unanimously. Meeting adjourned at 2:35 p.m.


Chairperson