

**SOUTH CENTRAL REGIONAL TRANSIT DISTRICT BOARD OF DIRECTORS
SPECIAL BOARD MEETING
November 12, 2025-1:30 PM
DOÑA ANA COUNTY COMMISSION CHAMBERS
845 N MOTEL BOULEVARD. 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.

SCRTD Special Board Meeting
Hosted by BOCC

<https://donaanacounty.webex.com/donaanacounty/j.php?MTID=mc28f86b163f45d5c752d8afa5b0866aa>

Wednesday, November 12, 2025 1:30 PM | 3 hours | (UTC-07:00) Mountain Time (US & Canada)

Meeting number: 2867 388 2342

Password: 89y4wXmcp3y

Join by video system

Dial [28673882342@donaanacounty.webex.com](tel:28673882342)

You can also dial 173.243.2.68 and enter your meeting number.

Join by phone

+1-415-655-0003 US Toll

Access code: 286 738 82342



William Joseph Welsh
Multimedia Specialist
Digital Communications Department
Doña Ana County
Phone: 575-525-5844
(williamw@donaana.gov)
www.donaana.gov



SOUTH CENTRAL REGIONAL TRANSIT DISTRICT
Board Meeting
November 12, 2025 – 1:30 PM (MST)
Doña Ana County Government Center
845 N. Motel Boulevard Las Cruces, New Mexico 88007

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Input
6. Approval of South Central Regional Transit District Meeting Minutes of October 22, 2025
7. Approve Resolution to award the South Central Regional Transit District Sunland Park Microgrid & Solar Array Project – David Armijo
8. Board Comments
9. Adjournment -

**South Central RTD
Board of Directors Meeting
Wednesday,
October 22, 2025 - 1:30 PM**

MINUTES

MEMBERS PRESENT:

Manuel Sanchez, SCRTD Chair, Doña Ana County/Commissioner
Gerald Nevarez, SCRTD Alternate, Town of Mesilla
Majorie Powey, SCRTD Member, Village of Williamsburg/Mayor Pro-tem
Yvonne Flores, SCRTD Secretary, City of Las Cruces

MEMBERS ABSENT:

Javier Perea, SCRTD Treasurer, City of Sunland Park/Mayor
Diana Murillo, SCRTD Member, City of Anthony/Mayor
Robert Martinez, SCRTD Member, Village of Hatch/Trustee

SCRTD STAFF:

David Armijo, SCRTD Executive Director
Liza Alonzo, SCRTD Executive Assistant
Adam Shea, SCRTD Finance Manager
Rosa Isela Talamantes, SCRTD Senior Accountant

OTHERS PRESENT:

1. CALL TO ORDER

Manuel Sanchez called the meeting to order at 1:30 p.m.

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

Motioned by Yvonne Flores, second by Gerald Nevarez. Passed unanimously.

5. PUBLIC INPUT

There was none.

6. APPROVAL OF SCRTD MEETING MINUTES OF JULY 23, 2025

Motioned by Yvonne Flores, second by Manuel Sanchez. Passed unanimously.

7. APPROVAL OF SCRTD MEETING MINUTES OF SEPTEMBER 24, 2025

Motioned by Yvonne Flores, second by Manuel Sanchez. Passed unanimously.

8. EXECUTIVE DIRECTOR'S REPORT - DAVID ARMIJO

David Armijo gave the Executive Director's report. The data for the just-finished fiscal year has been finalized. Slides were shown comparing ridership from past years with this most recent year. Ridership grew faster at the beginning of the last fiscal year, then leveled off a bit. More marketing needs to be done so people can find out about the weekend service. Some of the routes will be increased in frequency. Turquoise and Yellow will start doing within the hour rather than only every hour and a half to two hours.

Concrete will be laid at the Anthony facility next week. The bus stop will be moved closer to the facility so passengers can get inside more easily. There was discussion of adding advertising to the buses to help local businesses. The new Magenta Route will be implemented on the East Mesa soon. There was discussion of how much more ridership there will be if people perceive the bus to be convenient, and more routes with higher frequency will be implemented. Staff is working on the new Ten-Year Plan and getting better public input this time, as the last time was during COVID. The only project that has not been accomplished was getting connection to BIA. The new route will be implemented when there are funds to do so. Staff is excited for the new plan. There was discussion of the State's plan to bring rail service to Las Cruces.

9. APPROVE RESOLUTION SOUTH CENTRAL REGIONAL TRANSIT DISTRICT BUDGET DEVELOPMENT AND EXECUTION POLICY - DAVID ARMIJO

Adam Shea discussed the execution policy. It is a process to make sure that necessary tasks get done, even if Mr. Armijo or Mr. Shea are not present. It can be adjusted as needed in the future.

Resolution motioned by Gerald Nevarez, second by Yvonne Flores. Passed unanimously.

10. APPROVE RESOLUTION OF AMENDMENTS TO ANNUAL BUDGET - ADAM SHEA

Adam Shea discussed the budget amendment to align the projected budget with the actual first quarter activity. This amendment increases the total FY26 budget by \$788,847.23 to reflect confirmed state and federal funding commitments. Under Expenditures, a few line items have been added for subscriptions, interest expense, and commercial loan. This will allow the loan to be paid in full this fiscal year. The total increase is \$64,862.23. The increased expenditures are offset by increased revenues. The revised Total Expenditures are now \$3,311,511.07. Income is increased by \$219,891.13 including confirmed New Mexico DOT Section 5311 and New Mexico Match funds for Operating Revenue. The revised Total Revenue is now \$4,077,421.56. After subtracting the expenditures, the Net Balance is now \$765,910.49 which will help with the adjustment to wages and routes planned for the second half of the fiscal year. Capital Adjustments had a total increase of \$504,093.87 including state legislative match funds for fleet and facility projects. The revised Total Capital is \$9,732,186.20 which positions the District well for long-term infrastructure investment. Summary: Expenditures increase \$64,862.23; Operating Revenues increase \$219,891.13; Capital increase \$504,093.87; Total Budget increase \$788,847.23 to \$17,121,118.83.

Resolution motioned by Yvonne Flores, second by Gerald Nevarez. Passed unanimously.

11. APPROVE RESOLUTION OF THE 1ST QUARTER FINANCIALS - ADAM SHEA

Adam Shea presented the financials as of September 30, 2025. The first quarter closed with a stable cash position with positive revenue inflows and managed expenditures within budget expectations. There is strong liquidity and healthy cash balance. Revenue performance is on track at 24.9% of budgeted revenues received and Expenditures, Discipline, Personnel, and Benefits close to 27%, a little over but not too out of line. Cash balance was \$503,246.70 at the end of September. Expenditures were \$943,211.11 which is 28.5% of the overall budget used. The increased insurance expenditures are due to unexpected changes in service since the budget adoption. This will be adjusted at the mid-year adjustment adoption. Travel and Maintenance are 27.6% of the total budget. This includes the van pool and repairs to a few vehicles that unexpectedly went down. Supplies was 26.5% as there were new personnel who needed uniforms and equipment. Insurance totaled 100%, as the entire fiscal year's insurance has been paid. Contractual Services is 25.9% due to new signs, drug and alcohol screening, and fire alarms. Operating Costs are 28.3% due to advertising for new and changed positions. There is new computer software in the facilities as well as subscriptions, memberships, and utilities increases. The electric charging was a little higher than anticipated, as staff originally did not know exactly what to expect. Operating Revenue shows a total of 24.9% received,

which is a bit low. There is still a cushion in the cash balances. Operating Revenue shows \$132,764.50 of membership dues have been paid, bringing the entire year current. Grants and MOUs, received 16.5% of the overall budget. Other revenue sources, received 46.5% with \$373,000 waiting to be used as soon as the projects that those funds are earmarked for begin. Other Revenues totals \$59,057.86 which is 26.9% received due to interest earned at BMO. Staff plans to also open an account with Wells Fargo to facilitate deposits in the future. Capital received a total of 1,156,041.37 which is 11.9% of the overall budget. A balance remains of \$7,607,543.06. Capital activities are focusing on bus fleet replacement and facility improvements. Reimbursement cycles are being closely monitored to ensure timely cash flow.

Resolution motioned by Yvonne Flores, second by Gerald Nevarez. Passed unanimously.

12. BOARD COMMENTS

There were none.

13. ADJOURNMENT - NEXT BOARD MEETING - SPECIAL MEETING NOVEMBER 12, 2025

Resolution motioned by Yvonne Flores, second by Gerald Nevarez. Meeting adjourned at 2:28 p.m.

Chairperson

Item #7: A Discussion and Approval of a Resolution to award the South Central Regional Transit District Sunland Park Microgrid & Solar Array Project

Action Requested: Approve the South Central Regional Transit District (SCRTD) awarding of the contract to OSCEOLA INC.

Background: The South Central Regional Transit District conducted a bid opening for the One Acre Solar Array Construction project on November 7, 2025. Two bids were received from OSCEOLA INC and Solar Smart Living LLC. After review, OSCEOLA INC was determined to be the lowest and responsive bidder with a total bid amount of \$947,403.30.

HISTORICAL BID OPENING REGISTER HELD ON FRIDAY NOVEMBER 7, 2025

Procurement Reference No.: RFQ 2025-03

Contract No.: E100480

Project: One Acre Solar Array Construction

Date of Opening: Friday, November 7, 2025

Time: 2:15 PM MST

Venue: Virtual meeting_ TEAMS____BID OPENING MEETING - ONE ACRE SOLAR ARRAY CONSTRUCTION CNO. E100480 | Meeting-Join | Microsoft Teams

In Person @ 2001 Futurity Dr, Sunland Park, NM 88063

BID OPENING RECORD

No.	Name of Bidder	Bid Submission Time & Date	Quoted Amount
1	OSCEOLA INC	11/6/25 4:50 PM MST	\$947,403.30
2	Solar Smart Living LLC	11/07/25 9:13 AM MST	\$1,109,723.10

RECOMMENDATION & BOARD APPROVAL REQUEST

Staff requests the Board's approval for a resolution to award the contract for the One Acre Solar Array Construction Project (E100480) to the lowest and responsive bidder, OSCEOLA INC.

South Central Regional Transit District

Resolution Number: 2026-12

A RESOLUTION APPROVING THE SOUTH CENTRAL REGIONAL TRANSIT DISTRICT FOR APPROVAL OF THE AWARD OF CONTRACT FOR THE ONE ACRE SOLAR ARRAY CONSTRUCTION PROJECT (CONTRACT NO. E100480) TO OSCEOLA INC.

WHEREAS, the South Central Regional Transit District (SCRTD) conducted a formal bid process under Procurement Reference No. RFQ 2025-03 for the *One Acre Solar Array Construction Project*; and

WHEREAS, bids were publicly opened on Friday, November 7, 2025, at 2:15 PM MST during a duly noticed meeting held virtually via Microsoft Teams and in person at 2001 Futurity Dr, Sunland Park, NM 88063; and

WHEREAS, two bids were received and reviewed by the SCRTD Procurement Committee, with the lowest and responsive bid submitted by **OSCEOLA INC** in the amount of **\$947,403.30**; and

WHEREAS, the SCRTD Board of Directors finds that the recommendation is in the best interest of the District and consistent with applicable procurement laws and policies.

NOW, THEREFORE, BE IT RESOLVED by the South Central Regional Transit District Board of Directors hereby approves the award of **Contract No. E100480** for the One Acre Solar Array Construction Project to OSCEOLA INC in the amount of **\$947,403.30**.

ADOPTED AND APPROVED this 12th DAY OF NOVEMBER 2025.

Manuel A. Sanchez, SCRTD Board Chair

ATTEST:

David Armijo, Executive Director