



**NORTH CENTRAL REGIONAL TRANSIT DISTRICT
BOARD MEETING AGENDA**

August 1, 2014

9:00 AM - 1:00 PM

**Jim West Regional Transit Center
Board Room**

CALL TO ORDER:

1. PLEDGE OF ALLEGIANCE
2. MOMENT OF SILENCE
3. ROLL CALL
4. INTRODUCTIONS
5. APPROVAL OF AGENDA
6. APPROVAL OF MINUTES – June 6, 2014
7. PUBLIC COMMENTS

PRESENTATION ITEMS:

ACTION ITEMS FOR APPROVAL/ DISCUSSION:

- A. **Discussion and Possible Ratification of Collective Bargaining Agreement (CBA) between the NCRTD and Chauffeurs, Teamsters and Helpers Local No. 492 (Union)**
Sponsor: Anthony J. Mortillaro, Executive Director. Attachment.
- B. **Discussion and Consideration of Resolution 2014-13 providing for the District to pay 75% of the PERA contribution for all District Employees, Union and Non Union who earn more than \$20,000 per year**
Sponsor: Anthony J. Mortillaro, Executive Director. Attachment.
- C. **Discussion and Consideration of Resolution 2014-14 adopting the FY 15 Service Plans from the City of Santa Fe and Los Alamos County and acknowledging the Service Plan from the County of Santa Fe**
Sponsor: Anthony J. Mortillaro, Executive Director. Attachment.
- D. **Discussion and Consideration of Resolution 2014-15 Approving the Annual Fourth Quarter Financials to DFA**
Sponsor: Anthony J. Mortillaro, Executive Director and Glenda Aragon, Finance Director. Attachment.

- E. **Discussion and Consideration of Resolution 2014-16 endorsing an application for 5309 Bus Facilities Ladders of Opportunity Grant for a Maintenance Facility, Wash Bay and Fueling Station**
Sponsor: Anthony J. Mortillaro, Executive Director and Stacey McGuire, Projects and Grants Specialist. Attachment.
- F. **Discussion and Consideration of Resolution 2014-17 endorsing an application for 5309 Bus Facilities Ladders of Opportunity Grant for Automatic Passenger Counters**
Sponsor: Anthony J. Mortillaro, Executive Director and Stacey McGuire, Projects and Grants Specialist. Attachment.

DISCUSSION ITEMS:

- G. **Discussion and Review of Ski Santa Fe Service Update**
Sponsor: Anthony J. Mortillaro, Executive Director and Stacey McGuire, Projects and Grants Specialist. Attachment.
- H. **Discussion and Review of Sipapu Trial Period Report**
Sponsor: Anthony J. Mortillaro, Executive Director and Stacey McGuire, Projects and Grants Specialist. Attachment.
- I. **Financial Report for July 2014:**
Sponsor: Anthony J. Mortillaro, Executive Director and Glenda Aragon, Finance Director. Attachment.
- J. **Finance Subcommittee Report:**
Sponsor: Chair Tim Vigil and Anthony J. Mortillaro, Executive Director. No Report.
- K. **Tribal Subcommittee Report:**
Sponsor: Chair Mary Lou Valerio and Anthony J. Mortillaro, Executive Director. No Report.
- L. **Executive Report for July 2014 and Comments from the Executive Director:**
1) Executive Report
2) Performance Measures for June 2014
3) Ridership Report for June 2014

MATTERS FROM THE BOARD

MISCELLANEOUS

ADJOURN

NEXT BOARD MEETING: September 5, 2014 at 9:00 a.m.

If you are an individual with a disability who is in need of a reader, amplifier, qualified Sign Language interpreter or any other form of auxiliary aid or service to attend or participate in the hearing of the meeting, please contact the NCRTD Executive Assistant at 505-629-4702 at least one week prior to the meeting, or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats.



North Central Regional Transit District
Board Meeting
Friday, June 6, 2014
9:00 a.m. - 1:00 p.m.

CALL TO ORDER:

A regular meeting of the North Central Regional Transit District Board was called to order on the above date by Commissioner Dan Barrone, Chair, at 9:19 a.m. at the Jim West Transit Center, 1327 Riverside Drive, Española, New Mexico.

1. **Pledge of Allegiance**
2. **Moment of Silence**
3. **Roll Call**

Ms. Lucero called the roll and it indicated the presence of a quorum as follows:

Members Present:	Elected Members	Alternate Designees
Los Alamos County	<i>Councilor Pete Sheehey</i>	
Rio Arriba County		<i>Mr. Tomás Campos</i>
Taos County	<i>Commissioner Daniel Barrone</i>	
Santa Fé County	<i>Commissioner Miguel Chávez</i>	
Nambé Pueblo	Excused	
Pojoaque Pueblo	Excused	
Ohkay Owingeh	Excused	
San Ildefonso Pueblo	<i>Ms. Lillian Garcia</i>	

Santa Clara Pueblo		<i>Ms. Mary Lou Valério</i>
Tesuque Pueblo		<i>Ms. Sandra Maes</i>
City of Santa Fé		<i>Mr. Jon Bulthuis</i>
City of Española		<i>Councilor John Hernandez</i>
Town of Edgewood	<i>Councilor Chuck Ring</i>	
Rio Metro (ex officio)	<i>Ms. Elizabeth Carter</i>	

Staff Members Present

Mr. Anthony J. Mortillaro, Executive Director
 Mr. Jim Nagle, Public Information Officer
 Ms. Dalene Lucero, Executive Assistant
 Mr. Mike Kelly, Transit Operations Manager
 Ms. Stacey McGuire, Projects and Grants Specialist
 Ms. Glenda Aragon, Finance Manager
 Mr. James Luján, Customer Service Representative
 Ms. Belen de Santiago, Transit Driver II

Others Present

Mr. Peter Dwyer, Legal Counsel
 Mr. Carl Boaz, Stenographer
 Ms. Leticia Delgado, Constituent Services, Senator Udall's Office
 Mr. Robert Griego, Planning Manager, Santa Fe County
 Mr. Andrew Martínez, Rio Arriba County Planning and Zoning

4. INTRODUCTIONS

Those present introduced themselves to the group.

5. APPROVAL OF AGENDA

Councilor Sheehey asked the Board to consider item D after item L.

Councilor Sheehey moved to approve the agenda as amended with D after L. Commissioner Chávez seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Santa Fé County, Taos County, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Española, City of Santa Fé and Town of Edgewood voting in favor and none voting against. Rio Arriba County was not present for the vote.

6. APPROVAL OF MINUTES - May 2, 2014

Councilor Ring moved to approve the minutes of April 4, 2014 as presented. Ms. Garcia seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Santa Fé County, Taos County, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Española, City of Santa Fé and Town of Edgewood voting in favor and none voting against. Rio Arriba County was not present for the vote.

7. PUBLIC COMMENTS

Andrew Martinez, Rio Arriba County, appreciated the presentation Chair Barrone and Mr. Mortillaro recently made to the Rio Arriba Board of County Commissioners and congratulated them on the new plan going forward. Here in Española, potentially they could now get away from the hazard at Walmart where riders had to sit on a Walmart shopping cart to wait for the RTD bus. People had to carry their groceries in a cart and then flip it over to sit on while waiting for the bus. He hoped there would be a solution for that in the near future.

Mr. Mortillaro said they budgeted annually for shelters and other bus amenities and purchased some and hopefully people wouldn't have to sit on carts any longer. The RTD would work with Walmart, the City and NMDOT. No one seemed to know who owned the ROW there.

PRESENTATION ITEMS

A. Presentation of Above and Beyond and Safe Driver Awards

Chair Barrone said it was always a pleasure to see our staff going "above and beyond."

Mr. Campos arrived at this time.

Mr. Mortillaro said was the first presentation since the Board adopted the employee recognition program. These awards were for employees who met the standards for these awards and went above and beyond the standards. The recognition committee reviewed them and department heads chose James Luján to receive the Above and Beyond Award, specifically; an award given to those who went beyond expectations. Mr. Luján is a customer service representative and also does dispatching. He has an incredible positive attitude and has been willing to help where needed by sharing his skills. He helped develop the forms for data input for ITS and AVL systems. He was a good representative of what the staff value in this organization and his initiative.

Mr. Luján came forward and Chair Barrone presented it to him, reading the certificate

Mr. Luján said it was great to be recognized for his efforts and thanked the Board and staff.

Mr. Mortillaro presented next the Safe Driver Award which is considered at employee's annual review for those with an accident free driving record and practicing safe driving.

Ms. Belen Santiago has been with the RTD since 2007 and had experience with the District routes. Her coworkers say she was always on time for scheduled maintenance and has never missed a cycling of her lift. She has had no accidents since she started.

Chair Barrone presented her the award, reading the recognition for safe and accident-free driving.

ACTION ITEMS FOR APPROVAL/DISCUSSION

B. Discussion and Consideration of Resolution 2014-09 Adopting Fiscal Year 2015 Final Budget *Anthony J. Mortillaro and Glenda Aragon*

Ms. Aragon noted the Board approved the preliminary in May and now had the final numbers. She shared the changes, all of which were minor. The federal amounts were finalized and modified the budget to reflect them accurately. They produced \$63,000 in additional revenues. Page 15 of the packet showed the FTA changes. Adjusted capital budget was shown on page 17 and she briefly commented on them. She recommended adoption of Resolution 2014-09 as presented with the revised numbers.

Chair Barrone asked about the deadline to submit and when the District could expect approval.

Ms. Aragon said it would be submitted to DFA before June 30, 2014 and they would get notice of approval at that time.

Councilor Ring moved to adopt the Resolution 2014-09 Adopting Fiscal Year 2015 Final Budget Councilor Sheehey seconded the motion and it passed without any discussion with Los Alamos County, Rio Arriba County, Santa Fé County, Taos County, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Española, City of Santa Fé and Town of Edgewood voting in favor and none voting against.

C. Discussion and Consideration of Resolution 2014-10 Authorizing the submittal of applications for Federal Funding for §5304, §5309, §5310 and §5311 in Federal fiscal year 2016 *Anthony J. Mortillaro and Stacey McGuire*

Ms. McGuire referred to page 29 which showed the details for federal grant funding and explained the purposes of each grant. The letter of intent was due by July 3 and the application in August. She pointed out that not submitting the letter of intent would mean a loss of \$2 million. The Resolution was on page 34.

Mr. Bulthuis moved to approve Resolution 2014-10 Authorizing the submittal of applications for Federal Funding for §5304, §5309, §5310 and §5311 in Federal fiscal year 2016 Commissioner

Chávez seconded the motion.

Commissioner Chávez acknowledged staff for all the work they have done to secure these grants so congratulations to staff.

The motion passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Taos County, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Española, City of Santa Fé and Town of Edgewood voting in favor and none voting against.

D. Discussion and Consideration of Resolution 2014-11 Providing for the Adoption of the 2015 Compensation Plan and the employee Performance Increase Schedule and Authorizing the Distribution of Salary Increases for Fiscal Year 2015 for Non-Collective Bargaining Positions
Anthony J. Mortillaro

Under Approval of the Agenda, this item was moved to the end of the meeting.

E. Discussion and Consideration of Sustainability Committee Appointments *Anthony J. Mortillaro and Michael J. Kelly*

Mr. Kelly said in February 2014, the Board approved the sustainability plan and established the Sustainability Committee that would set goals, measurements and reports of progress on sustainability initiatives and goals to the Board. The Sustainability Committee Charter approval was on March 7, 2014 and staff had four candidates to recommend along with a cap of 7 on the Committee.

The recommended appointments were Councilor Sheehey, Los Alamos County Councilor and NCRTD Board Member; Colin Messer, Alternative Transportation Fuels Program Manager for the New Mexico State Energy, Minerals & Natural Resources; Mike Kelly, NCRTD Transit Operations and Facilities Director and lead author of the Sustainability Plan; and Mr. Mortillaro was ex officio.

Mr. Campos moved to appoint the recommended members to the Sustainability Committee as presented. Councilor Hernandez seconded the motion.

Mr. Bulthuis said Colin Messer had a long history of public commitment and would be a great addition to this Committee.

Councilor Sheehey said the door was open for other members.

Chair Barrone thanked Councilor Sheehey for committing to serve.

Mr. Mortillaro asked if the Board members had other names to offer as possible candidates who might be on this, to let him know or call Mr. Kelly.

The motion passed by unanimous roll call vote with Los Alamos County, Rio Arriba County,

Santa Fé County, Taos County, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Española, City of Santa Fé and Town of Edgewood voting in favor and none voting against.

F. Discussion and Consideration of Resolution 2014-12 Adopting an Infrastructure Capital Improvement Plan (ICIP) *Anthony J. Mortillaro and Stacey McGuire*

Ms. McGuire explained that the ICIP was the annual submittal to the state of the 5-year investment plan as a component of the 2015 budget to avoid potential loss of capital funding without it. It included fleet replacement, facility improvements, emergency electricity generator, solar PV panels for renewable energy and a satellite facility for the planned objectives. The resolution was on page 47 and page 48 outlined the 5-year plan.

Mr. Mortillaro pointed out that usually this didn't come until September but the State decided to change the process and special districts like NCRTD were moved up to June. Without submitting this the District wouldn't be eligible for capital outlay funds.

Mr. Campos said the Board was missing the list for replacing vehicles. It said a list was attached but it was not in the packet.

Ms. McGuire explained that the plan was not specifying actual vehicles but was just a general fleet replacement as shown on page 48 without specifying individual vehicles.

Mr. Campos said his only concern was that the legislature often thinks they know better than we do in things like vehicle replacements.

Mr. Mortillaro said they did have a detailed list on future fleet replacement but Mr. Campos was right; it was not attached here. The District gets about \$175,000 each year although they always submit the whole amount in the request, knowing they would not get all of it.

Commissioner Chávez noted the caption read on page 48 just said CIP not ICIP.

Ms. McGuire said CIP was their internal nomenclature and then they upload that to the state ICIP.

Councilor Ring asked if the Solar PV panels for conversion of power included bus stop shelters or if there was any need for lighting at those.

Ms. McGuire said they had an upcoming study with ADA from TAP funding to see if they were ADA compliant and might look into it at that point. It was something to look at in the future. The first step was PV power for this facility.

Mr. Kelley noted that part of the sustainability plan was a future need for solar power at the shelters to provide visibility and security at stops where needed.

Ms. Maes asked if any of these capital outlay projects were going to duplicate any federal 5304, 5309,

5310 and 5311 grants or if the District could ask for them in both federal and state sources.

Mr. Mortillaro agreed it was both because they never knew who was going to provide money.

Ms. Maes noted that from discussions for Sipapu, she didn't see anything for ski transport equipment.

Ms. McGuire said she would update that in August and put it forward for direction then.

Chair Barrone moved to approve Resolution 2014-12 Adopting an Infrastructure Capital Improvement Plan (ICIP) Commissioner Chávez seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Taos County, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Española, City of Santa Fé and Town of Edgewood voting in favor and none voting against.

DISCUSSION ITEMS

G. Financial Report for May 2014 *Anthony J. Mortillaro and Glenda Aragon*

Ms. Aragon provided the financial summary representing 11 months or 92% of the fiscal year budget. The highlights were in the packet with net revenues shown on page 50 at \$472,256 or 72.5% of budgeted revenues. Page 51 showed the breakdown of revenue. The GRT was summarized on page 52 with county detail on 52-56. Federal grants were shown on page 57 and the Los Alamos contribution on page 58. She shared the expenses by type and by month. She concluded that the District had a good financial year and maintained positive cash flow.

Chair Barrone asked about GRT comparisons with last year by county.

Ms. Aragon said she had that information and could provide that for the Board.

Councilor Sheehey noticed that capital outlay was only at 47% and asked if that was a problem or if the District could carry it over.

Ms. Aragon said they had placed the order but didn't post the bus expenses until received so that budget was now encumbered and would be paid when the buses were received.

Councilor Sheehey asked if the capital funds wouldn't expire.

Ms. Aragon said they had until the end of September.

H. Finance Subcommittee Report *Tim Vigil and Anthony J. Mortillaro*

Mr. Mortillaro reported that the Finance Subcommittee met and dealt with the item regarding the compensation plan that would be discussed after the closed session.

I. Tribal Subcommittee Report *Mary Lou Valério and Anthony J. Mortillaro*

Ms. Valério said they didn't have anything to report but have a meeting scheduled for July 14 and they were inviting agenda items.

Mr. Campos said the Jicarilla Nation again expressed an interest in RTD membership. He asked if they would go first to the Tribal Sub-committee.

Mr. Mortillaro said it would be best to have him speak to the Jicarilla President first.

Councilor Sheehey said the Jicarilla Apaches were interested in renewable power. A group called Chama Watershed and Wilderness Alliance were interested in sustainability by renewable power so it might be useful to have someone from there as well.

J. Executive Report for May 2014 and Comments from the Executive Director

- 1) Executive Report
- 2) Performance Measures for April 2014
- 3) Ridership Report for April 2014

Mr. Mortillaro had no items to report and asked Mr. Kelly to deal with performance measures and ridership.

Mr. Kelly referred the Board to the performance measures and ridership report for April and briefly shared the highlights from those pages. Ridership was up for both District buses and the partner transit services. He pointed out they had no accidents in April and had logged over 200,000 miles since the last minor accident and over 500,000 since a major accident.

Chair Barrone noted in the graph, a spike in November regarding costs and asked why.

Mr. Kelly explained that there were three holidays in the month and was a short month so they only had 18 driving days but three payrolls that month. It was just an anomaly.

CLOSED SESSION

Closed session of the Board pursuant to NMSA 1978, Section 10-15-1.H(5) regarding "collective bargaining" for the discussion of bargaining negotiations.

Closed session of the Board pursuant to NMSA 1978, Section 10-15-1.H(2) regarding limited personnel matters for the purpose of the performance evaluation of the Executive Director.

Councilor Sheehey moved to go into closed executive session pursuant to NMSA 1978, Section 10-15-1.H(2) regarding limited personnel matters for the purpose of the performance evaluation of

the Executive Director and pursuant to NMSA 1978, Section 10-15-1.H(5) regarding “collective bargaining” for the discussion of bargaining negotiations. Commissioner Chávez seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Taos County, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Española, City of Santa Fé and Town of Edgewood voting in favor and none voting against.

Mr. Robert Griego from Santa Fé County introduced himself.

The Board went into closed session at 10:15 a.m.

K. Reconvene in Open Session (Possible action items from closed session.)

At 12:31 p.m. the Board finished the closed executive session.

Mr. Campos moved to return to open session. Ms. Valério seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Taos County, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Santa Fé and Town of Edgewood voting in favor and none voting against. City of Española was not present for the vote.

Councilor Sheehey moved to approve the bargaining strategy preliminary to collective bargaining negotiations and to accept the performance evaluation of the Executive Director and to authorize Chairman Barrone to execute the Boards direction. Councilor Ring seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Taos County, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Santa Fé and Town of Edgewood voting in favor and none voting against. City of Española was not present for the vote.

L. Review and Acceptance of Goals and Objectives for Executive Director for the period of June 2014 to June 2015 *Daniel Barrone, Chairman*

Chair Barrone noted that Commissioner Chávez added to Goal 14. “ To explore a Youth in Transit Day program and associated scholarship for a participating high school senior in each county of the district service area” to attract them to a public transit career.

Commissioner Chávez moved to accept the Goals and Objectives for the Executive Director for the period of June 2014 to June 2015 as amended in Goal 14 to add an objective “To explore a Youth in Transit Day program and associated scholarship for a participating high school senior in each county of the district service area.” Councilor Ring seconded the motion.

Mr. Bulthuis requested an amendment to include that he continue to work with the New Mexico Passenger Transportation Association.

Commissioner Chávez and Councilor Ring accepted the amendment as friendly and the motion

passed by unanimous roll call vote with Los Alamos County, Santa Fé County, Taos County, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Santa Fé and Town of Edgewood voting in favor and none voting against. City of Española and Rio Arriba County were not present for the vote.

D. Discussion and Consideration of Resolution 2014-11 Providing for the Adoption of the 2015 Compensation Plan and the employee Performance Increase Schedule and Authorizing the Distribution of Salary Increases for Fiscal Year 2015 for Non-Collective Bargaining Positions

Anthony J. Mortillaro

Mr. Mortillaro explained that Resolution 2014-11 provided for acceptance of the Non-Represented Employees' Compensation Plan and a Performance Increase Matrix for distribution of the budgeted performance increases for fiscal year 2015. This compensation plan and resolution would apply only to those positions that were not covered by a Collective Bargaining Agreement. Salary increases for positions covered by the CBA would be addressed when the Union and District negotiated the CBA and ratified by the union employees and the Board.

Mr. Mortillaro referred to the 2015 Performance Increase Matrix. He explained that the Performance Increase Matrix for 2014 was the first time the District had created a system that provided for performance increase differentiation for levels of performance that met expectations for exceeded expectations. The proposed 2015 Matrix provided for further differentiation for various performance levels.

He pointed out that they would not realize the full impact of the increases during the budget year but only about six months of the fiscal year.

Councilor Ring said he had always been against rewarding someone just because they collect a paycheck.

Commissioner Chávez moved to approve Resolution 2014-11 Providing for the Adoption of the 2015 Compensation Plan and the employee Performance Increase Schedule and Authorizing the Distribution of Salary Increases for Fiscal Year 2015 for Non-Collective Bargaining Positions. Mr. Campos seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Taos County, San Ildefonso Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Santa Fé and Town of Edgewood voting in favor and none voting against. City of Española was not present for the vote.

MATTERS FROM THE BOARD

Ms. Maes, on behalf of the Governor, announced St. Anthony's Feast on June 7 with a corn dance and mass at 8, invited the Board to attend.

On behalf of Tesuque Pueblo, she said the Board was very gracious in working with Tesuque Pueblo and the Pueblo appreciated that.

She wished a happy birthday to Lillian Garcia and the Board chimed in.

MISCELLANEOUS

Ms. Valério announced the Santa Clara Tribal Feast day.

Councilor Ring announced that Wild Life West was open every weekend and welcomed Board members to visit. There was a \$5 entrance and sometimes no fee. The Chuck Wagon was every Saturday night when they would get a meal and western music entertainment. He also invited everyone to the Classic Car Show in the Walmart parking lot next Saturday.

ADJOURN

Councilor Ring moved to adjourn the meeting. Ms. Valerio seconded the motion and it passed by unanimous voice vote. The meeting was adjourned at 12:50 p.m.

NEXT BOARD MEETING: July 11, 2014 at 9:00 a.m.

Approved by:

Daniel R. Barrone, Chair

Attest:

Dennis Tim Salazar, Secretary

Submitted by:

Carl Boaz, Stenographer



Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: August 1, 2014

Agenda Item - A

Title: Discussion and Possible Ratification of Collective Bargaining Agreement (CBA) between the NCRTD and Chauffeurs, Teamsters and Helpers Local No. 492 (Union)

Prepared By: Anthony J. Mortillaro, Executive Director

Summary: The Union and the District commenced negotiations in May, 2014 and concluded on July 16, 2014 with a tentative contract that is presented for the Board's review and action. A total of 5 collective bargaining sessions lasting for numerous hours were held. On July 26, 2015 the CBA was ratified by 100% of the Union membership that voted.

Major outcomes of the negotiations and modification of the existing CBA are as follows:

1. Contract period of 24 months starting July 1, 2014 through June 30, 2016;
2. Modification of the Probationary Period so that any period of leave without pay will extend the probationary period proportionally.
3. Route bidding has some general changes for the purpose of broadening the bidding time period and to provide for circumstances that would require a special bid to be conducted.
4. Show up pay was added to compensate employees who are scheduled to work, show up to work and are then sent home.
5. Sick leave was modified to clarify that catastrophic sick leave (banked) maybe used for a qualifying FMLA event prior to using sick leave, however, the number of hours of sick leave used to compute eligibility for sick leave cash out will now incorporate catastrophic sick leave that has been utilized for calculation purposes.
6. Clarification on vacation leave selection and split vacations.
7. Health and Welfare added provisions regarding compliance with the Patient Protection and Affordable Care Act.
8. Pension modified the contribution levels. Employer contribution will increase to 15.15% versus prior contribution of 10.68% and Employee contribution will decrease from 9.52% to 5.05%. This brings the benefit level in line with the compensation survey conducted in 2013 that showed the District lagging in this benefit level.
9. Wage adjustment -0% for Fiscal Year 2015. A 2% cost of living increase will be given in Fiscal Year 2016.
10. Other minor language clarifications and inclusion of Customer Service Representative III/Driver II position as a new category and the process by which the position is filed.

Background: On February 27, 2012 the NCRTD received a request from Teamsters Local Union 492 indicating that the District's drivers/dispatchers were seeking representation and requesting voluntary recognition. The District in its response to this letter on March 9, 2012 indicated that the employees and Union should go through the formal process for the formation of a collective bargaining unit. The Public Employee Labor Relations Board (PELRB) conducted the process for formation of a collective bargaining unit and held an election on May 8, 2012. As a result of the election the required number of votes to form a collective bargaining unit was received and the PELRB certified the formation of a Bargaining Unit. The certification was subsequently approved by the PERLB Board. The District negotiated a CBA that was ratified by both parties in April 2013. This CBA included a wage reopener which was ratified by the parties in August 2013.

Recommended Action: It is recommended that the Board consider ratification of the contract as presented and authorize the Executive Director to sign the agreement.

Options/Alternatives: The Board may consider the following options/alternatives:

1. Take no action and provide further instruction; or
2. Adoption of the recommendation; or
3. Deny ratification and give further instruction.

Fiscal Impact: Salary increases are budgeted on an annual basis. The FY 15 adopted budget included sufficient revenues to allow for the anticipated negotiated increases in wages and/or benefits. The impact of the negotiated benefit change for FY 15 is 4.47% however only 10 months (equivalent to 3.72%) of this will be paid during the remainder of the budget year. The 2% cost-of-living increase will not occur until July, 2015. The overall two year impact is below the Board's direction provided during the closed session related to preliminary collective bargaining session discussions.

Attachment(s):

- Collective Bargaining Agreement

LABOR AGREEMENT
BETWEEN
CHAUFFEURS, TEAMSTERS AND HELPERS LOCAL NO. 492
AND
NORTH CENTRAL REGIONAL TRANSIT DISTRICT



Whole Agreement in Effect

Effective July 1, 2014 through June 30, 2016

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PREAMBLE

THIS AGREEMENT is entered into by and between NORTH CENTRAL REGIONAL TRANSIT DISTRICT (hereinafter referred to as the “Employer” or “District”) and CHAUFFEURS, TEAMSTERS AND HELPERS LOCAL NO. 492, affiliated with the INTERNATIONAL BROTHERHOOD OF TEAMSTERS (hereinafter referred to as the “Union”) pursuant to the applicable Public Employee Bargaining Act (PEBA)

ARTICLE 1:

RECOGNITION

- A. The Employer recognizes the Union as the exclusive bargaining representative for all employees in the classifications herein. The unit includes all non-probationary full time and part time Transit Operators and Driver/Dispatchers employed by the Employer at its New Mexico facilities as certified in PELRB No. 303-12. Excluded are all other employees including managerial, confidential, supervisors, and “limited term”, “emergency appointment”, or “rider/driver” employees as defined therein.
- B. Work historically performed or afterward assigned to the bargaining unit will remain with the unit. Additions to the workforce, including new classifications will be added provided they are within the job classification of those positions deemed to be included as covered unit positions.
- C. The Union and Employer recognize the mission, goals and obligations of the North Central Regional Transit District as a provider of transit services to the citizens of the Counties of Taos, Rio Arriba, Santa Fe and Los Alamos through its employees. The best possible services and programs will be provided consistent with available resources. The Employer and the Union agree to uphold the wellbeing and care of the North Central Regional Transit District’s constituents.
- D. The Employer and Union recognize that it is in the best interest of the parties, the employees and the public that all dealings between the parties continue to be characterized by mutual responsibility and respect. To ensure that this relationship continues and improves, the Employer and Union, and their respective representatives at all levels, will apply the terms of this Agreement fairly in accord with its intent and meaning, and consistent with the Union’s status as exclusive bargaining representative of all employees in the bargaining unit. The parties shall bring to the attention of all employees in the bargaining unit (including new hires) their purpose to conduct themselves in a spirit of responsibility and respect.
- E. The purpose of this Agreement is to establish reasonable terms and conditions of employment for employees covered herein and a means of amicable and equitable adjustment of any and all

differences or grievances, which may arise under the provisions of this Agreement. All of the parties hereto believe and affirm that this Agreement will ensure the welfare and benefit of the constituents of the North Central Regional Transit District.

MANAGEMENT RIGHTS

It is agreed that, except as expressly modified by the terms of this Agreement, the Employer exclusively retains all customary, usual and exclusive rights, functions, prerogatives and authority connected with or incident to its responsibility to manage the affairs of the District without the need or obligation to bargain further with respect to any such subjects or the effects thereof or the exercise of its discretion and decision making authority.

The exclusive prerogatives, functions and rights of the District include but shall not be limited to the following:

1. Determine the mission, budget, organization and number of employees allocated by position to meet the minimum staffing levels of its operations and departments;
2. Determine qualifications for employment; validate content of examinations; make requests for position audits and reclassifications; and ensure that best practices exist for the recruitment, interviewing and selection of applicants;
3. Direct employees and evaluate their performance based on standards of work established by the Employer;
4. Make assignments, transfer, or retain employees in positions, and make determination of job duties;
5. Provide reasonable rules and regulations governing the conduct of employees;
6. Provide reasonable standards and rules for employees' safety;
7. Determine the location and operation of its facilities;
8. Determine standards for work, hiring, promotion, transfer, assignment and retention of employees in positions;
9. Initiate corrective and/or disciplinary action including, but not limited to, coaching and guidance, written reprimands, suspensions, demotions, alternate forms of discipline, transfers and terminations;
10. Determine scheduling and all other actions necessary to carry out the Employer's functions;
11. Relieve an employee from his/her duties because of lack of funds or other legitimate reason;

12. Maintain efficiency of government operations; determine methods, means, equipment and personnel by which the Employer's operations are to be conducted;
13. In cases of an emergency or declared disaster, take such actions as may be necessary to carry out the missions of the Employer that might not implicitly follow all articles in this Agreement; and
14. Act in furtherance of all other duties and responsibilities set forth in the Constitution, federal laws, state statutes, administrative regulations, and executive orders of the Governor, as well as North Central Regional Transit District Resolutions, and Personnel Rules and Regulations.

This list is not an all-inclusive list of all of the District's rights, functions, prerogatives or authority, but only serves a general guide. The District expressly reserves, and the Union agrees, that the District retains all customary, usual and exclusive rights as set out in in this paragraph of this Agreement, unless expressly set forth to the contrary in this Agreement.

DRUG AND ALCOHOL TESTING

A. CDL Drug and Alcohol Testing

The provisions of the North Central Regional Transit Districts Drug and Alcohol policy as may be amended are hereby incorporated. Unilateral amendment by the District pursuant to changes in federal laws will not be prohibited.

B. Reasonable Suspicion Drug and Alcohol Testing Policy

The provisions of the District's Drug and Alcohol Policy are hereby incorporated. Unilateral amendment by the District pursuant to changes in federal laws will not be prohibited.

ARTICLE 2

UNION MEMBERSHIP

SECTION 1 - Fair Share

A. While the parties acknowledge that it is the right of each bargaining unit employee to either participate and voluntarily pay membership dues to the exclusive representative or opt out of any and all Union activities, it is also acknowledged that bargaining unit employee's wages, benefits and working conditions obtained through this contract have been obtained through the collective bargaining process as permitted by law. It is also acknowledged that both parties expend their own funds to implement this collective bargaining process. NMSA 1978, Section 10-7E-4 (J) expressly recognizes and defines "fair share" for purposes of New Mexico law, and that legislative enactment is accepted by the parties as a legislative assessment of the State of New Mexico that fair share is an appropriate means of promoting labor peace and preventing free riding. "Fair Share" payment shall be based on United States and New Mexico statutes and case law, including but not limited to all expenditures incurred by the labor organization in negotiating the contract applicable to all employees in the appropriate bargaining unit.

B. It shall be a condition of employment that all employees of the District covered by this agreement who are members of the Union in good standing on the effective date of this Agreement, shall remain members in good standing, and those who are not members on the effective date of this Agreement, shall on the thirty first (31st) day following the effective date of this Agreement, become and remain members in good standing of the Union. It shall also be a condition of employment that all employees covered by this agreement, hired on or after its effective date, shall on the thirty first (31st) day following the beginning of such employment, become and remain a member in good standing of the

Union or make “fair share” payments in accordance with the rule set forth in PEBA Section 4-E.

SECTION 2 - Notification

The District agrees to notify the Union of all new employees hired and all employees leaving on a monthly basis. The Union shall be notified by fax or e-mail of any employees who are laid off or discharged within five (5) working days.

SECTION 3 - Payment of Union Dues

For the convenience of the Union the District agrees to deduct from those employees’ wages, dues and initiation fees payable to the Union upon receiving written authorization from employees through an executed authorization card authorizing such deductions, commencing for the month in which the District receives such written authority. If an employee has insufficient earnings for the pay period, no payroll deductions for dues will be made for that employee for that pay period. The District shall forward any and all amounts so deducted to the Union by the end of the month in which said amounts are billed.

The Union shall indemnify, defend, save and hold the District harmless against any and all demands, suits, claims or other forms of liability that shall arise out of, or result from any action taken by the District for the purpose of complying with the provisions of this Section.

SECTION 4 - Bulletin Boards

The Union will provide a bulletin board in each building that conforms to the aesthetic standards of the building(s) for the exclusive use of the Union. All bulletin boards will be installed by District’s facility maintenance staff. Postings by the Union on such boards or otherwise disseminated are to be confined to official business of the Union. Such notices shall not include religious, political, derogatory, inflammatory, or discriminatory notices. Nor will such notices be used to criticize the District, and any of the Districts policies, practices or procedures, any District Officials or management staff, or any District employee or Board Members. Violation of this provision will result in the loss of this privilege.

SECTION 5 - Union Access

Authorized representatives of the Union will be given reasonable access to the Employer’s establishment for the purpose of investigating and handling grievances after giving appropriate notice to the Executive Director or his designee. The Union and Executive Director or his designee will agree on a mutual time that such activities will not interfere with operational requirements of the District. Any such meeting with bargaining unit members shall be held in non-work areas, including break rooms, and at non-work times. In this connection, the Union agrees to furnish the Employer with the names of authorized representatives for the purpose of this Article and only those persons shall be given access to the Employer’s premises upon reasonable notice.

SECTION 6 -Non-Discrimination and Fair Treatment

A. Compliance with Laws

The provisions of this Agreement shall be applied equally to all employees without discrimination as to race, creed, color, religion, national origin, political affiliation, membership in the Union, age, sex, marital status, or sensory, mental, or physical handicap or disability, except where such characteristics are a bona fide occupational qualification. Both the Employer and the Union agree to comply with all state and federal employment laws, including the Public Employees Bargaining Act (PEBA).

A. District/Union Responsibilities

The Union and the District shall share equally in the responsibility for applying this provision of the Agreement.

B. Remedies

Employees who believe they have been the subject of discrimination are encouraged to utilize the District's internal complaint procedures prior to seeking relief through external agencies.

This Section shall not be subject to the grievance and arbitration procedures set forth in this Agreement.

ARTICLE 3

SUCCESSORS

The Employer's obligations under this Agreement shall be binding upon its successors, administrators, executors and assignees.

ARTICLE 4

SENIORITY

SECTION 1 - Seniority List

The District shall prepare a seniority list of all regular employees covered by this Agreement. The District shall furnish a copy of this list to the Union on an annual basis or upon revision. The seniority list will show each employees date of hire with the District and if applicable, such

employee's seniority within the classification. Classification seniority shall determine layoffs, recalls, work schedules and vacation selection.

Date of hire seniority shall indicate the most recent date of hire as an employee performing covered work in a position falling within the scope of the bargaining unit and shall determine eligibility for new job transfers, vacation accrual and pay progression.

Where two (2) or more employees have the same seniority date for determining job rights, the tie shall be broken with seniority based on the highest number of the last four (4) digits of the social security number (the highest number would be 9999, the lowest 0000). A tie will be settled by the toss of a coin.

SECTION 2 - Probationary Period

Every new or re-employed employee will be a probationary employee for a period of six (6) calendar months from the date of hire, or re-employment and the continued employment of such probationary employee shall be at the exclusive discretion of the Employer.

Probationary employees may be terminated with or without cause and probationary employees will have no recourse to the grievance/arbitration procedure. Seniority shall be accrued during the probationary period but shall not be acquired until completion of such probationary period. Temporary and or "limited term" employees who are hired as permanent employees will have their temporary service calculated as probationary time and shall not serve an additional probationary period once six (6) calendar months are completed. If leave without pay is taken during the probationary period, the probationary period shall be extended by the number of days of leave.

SECTION 3 - Loss of Seniority

An employee shall lose all seniority and their name shall be removed from the seniority list upon occurrence of any of the following events:

- a) Voluntary resignation or retirement from the District;
- b) Discharge for just cause;
- c) Illness, disability or layoff for a continuous period of time in excess of twelve (12) months.
- d) Transfer or promotion to a non-bargaining unit position. However in the event of a temporary promotion for less than six (6) months there will be no loss of seniority upon returning to their previous classification.

ARTICLE 5

FILLING JOB VACANCIES, BIDDING AND TRAINING

SECTION 1- Filling Job Vacancies

All job vacancies which occur, within a classification, of more than thirty (30) days anticipated duration, will be posted on designated District bulletin boards for a minimum period of ten (10) calendar days.

Each job vacancy posting will state the number of jobs to be filled, the classification, job category, work week, route, shift, starting times and days off involved. The posting will also list the qualifications necessary to adequately perform the job, the name of the individual to whom all applications must be submitted and a final date and time after which applications will no longer be accepted.

In filling jobs under the procedure provided herein, if the qualifications of the employees applying for the position are essentially equal seniority will govern. External advertisement of vacant positions may occur concurrently at the Districts discretion and may be filled in accordance with the Districts hiring practices.

SECTION 2 - Bidding

A) General Bid

A ~~general bid~~ shall be conducted on a semi-annual basis (effective ~~in the month of March and in the month of September~~~~March 1 and September 1~~) for all routes which are run on a regular basis. Bid routes shall be posted for a minimum of five (5) calendar days. The bidding will be governed by seniority. If a driver bids a route in a location other than their regular domicile location, the provision of mileage reimbursement in Addendum #1 of this Agreement will not apply.

B) Special Bid

When routes and run times are significantly changed during a regular bid cycle and that effect a major portion of the routes, then a special bid will take place in the same manner as a general bid. The exception is for cases where a temporary or a trial route is started or minor time adjustments, not to exceed thirty (30) minutes are made to an existing route(s), then no special bid will be required. Management will notify the driver(s) in advance of such changes. However, if the affected driver does have an issue with the time adjustment in excess of the 30 minutes then the affected driver may request a re-bid. In the event of a re-bid request then only those routes operated by Drivers of less seniority will be re-bid. During the cycle, management may staff temporary routes with available temps or bid relief route drivers as needed until the next scheduled general bid.

SECTION 3 - Training

The District will use its best efforts to provide training consistent with efficient operations which will enhance promotional opportunities for current employees.

SECTION 4 - Show up pay

Employees scheduled to report for work and who report for work in accordance with said schedule without having been notified prior to leaving home not to report for work shall receive a minimum guarantee of ~~five (5)~~ two (2) hours work or ~~five (5)~~ two (2) hours pay. It shall be the District's sole decision as to whether the employee will be required to work when they report to work. Show up pay shall not be considered as hours worked for the purpose of computing overtime. Actual hours worked under this provision may be counted for the purposes of computing overtime.

ARTICLE 6

LAYOFF AND RECALL

Should any layoff be necessary as determined in the sole discretion of the Employer in the bargaining Unit classification and there are no employees classified as probationary employees within the classification, then the last permanent employee hired in the classification will be the first person laid off and so on. Any employee being laid off will be given five (5) workdays written notice. An employee receiving proper notice of layoff may at their option, accept layoff, or within the next three (3) working days may exercise their seniority to bump any junior employee assigned to an equal or lower classification that the bumping employee is qualified to work in.

Re-employment and/or recall to the classification will be accomplished in seniority order among all employees that were laid off or bumped from such classification.

The employee is required to provide the correct mailing address or other appropriate contact information (i.e. phone number or e-mail address) as a condition of maintaining any recall rights.

The District may not fill any bargaining unit position without first offering the position to qualified laid-off bargaining unit employees in order of District seniority. The District must give notice in writing to laid-off employees of recall opportunities.

Recalled employees must give notice of acceptance or refusal of the position within five (5) work days, and if accepted, report for work within two (2) weeks of the date they were notified of the available position.

The District will have met its recall obligation by sending the recall notice via certified U.S. Mail, return receipt requested, or other appropriate contact method, to the last known address provided by the employee to the Human Resources Office.

After twelve (12) consecutive months on layoff status, the District shall have no further recall or employment obligation to the laid-off employee.

ARTICLE 7

GENERAL DISCHARGE OR SUSPENSION

***Any reference to day or days within this article means work day or days and shall include normal dates of operation and excludes weekends and holiday.**

Section 1 - Oral /Written Reprimand

- A. The District may reprimand an employee for just cause. Oral Reprimands may be documented on a form prescribed by the Executive Director. Written reprimands may be issued for just cause by the Executive Director with or without a recommendation of the direct supervisor. Written reprimands, to be considered valid must be issued within ten (10) days exclusive of Saturdays, Sundays and holidays after the occurrence or discovery of the violation claimed by the Employer in the reprimand. Written reprimands must be specific and not general in nature as to the alleged violation (i.e. date, time, place, and nature of the violation). Oral and written reprimands may not be grieved.
- B. If after six (6) months from the effective date of an oral reprimand the employee has shown improvement and no other infraction has occurred, he/she may request that documentation of the Oral reprimand be removed from his/her personnel file. Such requests should be made to the Executive Director and approved by the respective supervisor.
- C. An employee may request that a written reprimand that does not involve a suspension without pay be removed from their personnel file after a period of more than twelve (12) months from the date of the occurrence which gave rise to the reprimand has expired, unless such reprimand is tied to an additional or ongoing disciplinary issue. In addition, if a subsequent written reprimand occurs within twelve (12) months of the first written reprimand, both will remain for a period of thirty six (36) months from the date of the second reprimand. Written reprimands that result in suspension without pay will not be removed from the employees personnel file.

Section 2 - Dismissal or Suspension Procedures

- A. Dismissal. A dismissal is separation of an employee from his/her employment with or without cause.
 - i. If the District believes a situation exists requiring the immediate termination or removal from the job site of an employee, the District should carefully document the reasons for such a decision. Ground for immediate dismissal shall be:
 - 1. Intoxication, drinking intoxicating beverages, or possession or use of illegal drugs while on duty or on the District's premises, facilities or fleet, or arriving on the job under the influence of intoxicating beverages or drugs.

2. Misuse of drugs.
3. Dishonesty or mishandling of District revenues or resources.
4. Insubordination.
5. Striking or abusing a supervisor, customer or fellow employee.

B. Suspension. A suspension is the temporary removal of an employee from his/her work assignment without pay.

C. Employees who have successfully completed their probationary period may be dismissed (immediate dismissal for those items noted above) or suspended only for just cause. Just cause includes, but is not limited to:

1. Violation of or failure to comply with the Federal or State Constitution, Statutes, or District Policies, District Rules and Regulations and District Resolutions;
2. Indictment by a grand jury;
3. Conviction of or entrance of a plea of guilty or nolo contendere to a felony or other crime which has or may have a material adverse effect on the employee's ability to carry out their duties or upon the reputation of the District;
4. Careless, negligent, or improper use of District property, equipment, or funds;
5. Insubordination, which shall consist of violation of any official regulation or order or failure to obey, comply or accept any proper directions made and given by a supervisor in the course of employment, or any verbal ridicule of a supervisor by an employee during the course of employment;
6. Inefficiency, incompetence or negligence in the performance of assigned job duties or failure to perform job requirements or job performance which continues to be unsatisfactory;
7. Disorderly conduct or threats or abuse of others;
8. Chronic tardiness or absenteeism, or the improper or unauthorized use of leave privileges or benefits;
9. Stealing from the District or from other employees;
10. Taking unauthorized leave or job abandonment.
11. Failure to obtain and maintain a current license or certificate required as a condition of employment;

12. Intentional falsification or mishandling of District records;
 13. Fraud in securing employment with the District or attempting to secure a promotion or a position by political influence;
 14. Unauthorized or illegal use, sale, or possession of alcohol or illegal drugs, or being under the influence of such substances while on duty;
 15. Gambling for money or articles of value during the working period;
 16. Unauthorized discussion or release of confidential information documents or records;
 17. Harassment and/or discriminatory behavior towards any person because of race, color, religion, gender, sexual orientation, gender identity, age, national origin, and disability; or
 18. Action which reflects poorly upon the integrity of the District.
- D. The dismissal or suspension of an employee shall be accomplished according to the following procedures:
1. Notice of Contemplated Action:
 2. To initiate the suspension or dismissal, the Supervisor shall serve a notice of contemplated action on the employee which: describes the conduct, action, or omissions which form the basis for the contemplated action; gives a general explanation of the evidence the Supervisor has; specifies what the contemplated action is; and states the date, time and place of the predetermination meeting, and that the employee may waive the right to the meeting by notifying the Supervisor in writing prior to the start of the meeting.
 3. At the predetermination meeting the employee shall briefly have the grounds and the proposed action explained to him/her and shall have the right to respond. The purpose of the response is an opportunity for the employee to present his or her side of the story. It is an initial check against mistaken decisions, essentially a determination of whether there are reasonable grounds to believe that the charges against the employee are true and support the proposed action. The employee shall have the right to representation and the meeting may be recorded by either party.
 4. Within ten (10) days from the date of the predetermination meeting, the Supervisor or designee shall notify the employee in writing if no disciplinary action will be taken.
 5. Supervisor's Disciplinary Decision: If a decision is made to proceed with the disciplinary action, the Supervisor or designee shall serve the employee with a Disciplinary/Corrective Action Form and supporting documentation within ten (10) days from the date of the predetermination meeting. If it cannot be delivered personally, it will be sent by certified mail, with return receipt requested, to the employee's last address on record.

- a. The Notice of Proposed Disciplinary Action shall state what disciplinary action is being recommended and when the proposed action will take effect.
 - b. No disciplinary action shall be final until the Executive Director has approved and signed the Disciplinary/Corrective Action Form.
8. The Written Notice of Final Decision must:
- a. Document the date, time and place of the predetermination meeting;
 - b. Identify the specific misconduct;
 - c. Specify the disciplinary action, if any, to be taken;
 - d. Specify the effective date of the dismissal or suspension which must be at least ten (10) days after the date of the Written Notice of Final Decision (during this ten (10) day period the Executive Director may place the employee on paid administrative leave if deemed in the best interest of the District);
 - e. Be delivered personally to the employee by the employer or by certified mail, with return receipt requested, to the employee's last address on record.
 - f. The Executive Director may, when deemed in the best interest of the District, extend the time limit for providing the employee with the Notice of Final Decision.
 - g. Employees who have been dismissed from employment for disciplinary reasons shall not be eligible for rehire.

ARTICLE 8

GRIEVANCE AND ARBITRATION

Section 1- Grievances

- A. A "grievance" is an allegation made by the Union against the Employer that a violation, misapplication or misinterpretation of any provision of this Agreement has occurred.
- B. Any reference to day or days within this article means work day or days and shall include normal dates of operation and excludes weekends and holiday.
- C. The Union may file grievances on its own behalf, or on behalf of an employee or group of employees covered by this Agreement.
- D. An individual employee may file a grievance under the provisions of this article and have it adjusted without the intervention of the Union as long as:
 1. The adjustment is consistent with the terms of this Agreement;

2. At any hearing or meeting on a grievance brought forward by an individual employee, and who has not requested the intervention of the Union, the Union shall still be afforded the opportunity to be present and make its views known.
 3. An individual employee may not invoke arbitration under this article.
- E. Before filing a formal grievance under the procedures established in this Article, employees are encouraged to try and resolve any issues with their immediate supervisor and if not, with their next level manager.
- F. Grievances initiated by an employee or by the Union shall be filed within ten (10) days of the day after the grievant was aware, or reasonably could have become aware, of the provision in the Agreement that allegedly was being violated.
- G. The Employer, Union, and/or employee shall make an effort to hand deliver any Grievance documentation, correspondence, memos and/or forms as outlined in this article and shall be considered served immediately upon hand delivery. In cases where hand-delivery is not possible, such materials shall be mailed priority, certified return receipt requested, and shall be considered served on the date of postmark by the U.S. Postal Service.

Section 2 - Steps in the Grievance Procedure

- A. All steps in the formal grievance process must be documented in writing via an Official Grievance Form. Employees and/or the Union must submit grievances in writing that include the specific details of what provision(s) in the Agreement was violated, and how and when it was violated. The Form is attached as Exhibit C.
- B. The Official Grievance Form shall include the following information:
1. The employee's name, job title and work site;
 2. The name, address and telephone number of the Union representative, if any;
 3. The article(s) of the Agreement alleged to have been violated;
 4. The date of the violation;
 5. How the violation occurred: The grievant shall provide a detailed description of all the event(s) that resulted in specific violation and all the persons responsible for the violation;
 6. The relief requested; and
 7. Any attempt(s) the grievant or Union made to resolve the matter with the immediate supervisor and/or with their next level manager.
 8. The signature of the grievant or of the Union representative.
 9. The President or Vice President of the Union shall sign off on the Official Grievance Form to assure the form is complete and that the grievance is justified.
- C. Grievance relief actions agreed upon by the parties at any of the steps listed below shall be binding.

Section 3- Director Level

- The Union or grievant shall meet with the department director to attempt to resolve the matter within ten (10) days of the day after receipt of the Official Grievance, unless the department director is the person the grievance is against, or if the employee does not have a department director. In that case the Union and Executive Director shall meet within ten (10) days of the day after receipt of the Official Grievance to attempt to resolve the matter.
- The department director, who met with the Union, shall within ten (10) days of the day after the meeting, write a response to the grievant explaining the resolution or response to the allegations specified in the grievance.
- If the grievance is not satisfactorily resolved at this level, the grievance shall be submitted by filing with the Executive Director within ten (10) days of the day after receipt of the written response by the department director.

Section 4 - Executive Director Level

- If the grievance is not satisfactorily resolved at the department manager level, the grievant and/or Union shall submit the Official Grievance to the Executive Director within ten (10) days of the day after receipt of the department manager's written response. The Executive Director shall respond in writing to the grievant and/or Union within ten (10) days of the day after receipt of the Official Grievance and may, within this time period, request a meeting with the grievant and/or Union to discuss the grievance and its settlement.
- If the grievance is not satisfactorily resolved at this level, the Official Grievance, if it meets the definition of a Prohibited Practice, may be submitted to the District's Labor Management Board by the Union, but not by the individual grievant, within fifteen (15) days after receipt of the Executive Director's written response. The Official Grievance may also be submitted to final and binding arbitration by the Union, but not by the individual grievant, within thirty (30) days after receipt of the Executive Director's written response.

Section 5 - Arbitration

A. Within fourteen (14) days of the written demand for arbitration, the Union shall make a request from a panel of seven (7) arbitrators from the Federal Mediation and Conciliation Service (FMCS), unless the parties by such time can agree upon an arbitrator or alternative panel of arbitrators from which to select an arbitrator.

B. Within fourteen (14) days of the receipt of a list of arbitrators, the parties will confer to select the arbitrator. The selection shall be made by the Union and the Employer alternately eliminating names. The last name remaining shall be the arbitrator. The parties shall flip a coin to determine who shall strike the first name. If the Employer fails or refuses to strike a name from the list, the Union may request that the FMCS unilaterally appoint an arbitrator to hear the matter. Once an arbitrator is either selected by the parties or appointed by the FMCS, the arbitrator shall have full jurisdiction.

- C. The decision of the arbitrator shall be based upon the facts established by the testimony and documents presented in the case.
- D. The arbitrator shall have no power to add to, subtract from, alter or modify any of these terms of the Agreement, but may give appropriate interpretation or application to such terms and provide appropriate relief.
- E. The arbitrator shall have no authority to make any award including fines, punitive damages or award of attorney's fees.
- F. Each party shall pay one-half (1/2) of the arbitrator's fees and expenses.
- G. The arbitrator's decision shall be final and binding on the parties.
- H. In arbitration cases challenging a disciplinary action, the Employer shall have the burden of proof by a preponderance of the evidence. In arbitration cases where the Union alleges a contractual violation or dispute over a working condition, the Union shall have the burden of proof.

Section 6 - Miscellaneous

- A. Tape recorders or other electronic recording devices shall not be used by any party participating in the grievance, except by mutual agreement of the parties. This provision shall not apply to arbitration hearings.
- B. Any of the time limits or steps set out in this procedure may be extended, waived, or otherwise modified by written mutual agreement of the parties.
- C. If at any step of the grievance procedure the Employer fails to respond within the designated time limits, the grievance shall be automatically forwarded to the next level.
- D. Any grievance shall be considered as settled on the basis of the last answer of the Employer if not appealed to the next step or arbitration within the time limitations set forth herein.
- E. A party to this Agreement or an individual grievant may be represented by counsel at any step of the grievance procedure at their own cost.
- F. The issue of non-grievability may be properly raised at any step of the grievance procedure. The arbitrator shall decide all issues regarding the grievability of grievances.
- G. Grievances may be withdrawn by the Union at any step of the grievance procedure without prejudice and without precedence except as to objections to timeliness.
- H. The arbitration procedure set forth in this article shall not apply to events which occur before the effective date of this Agreement.

ARTICLE 9

GENERAL PROVISIONS

Section 1- Safety

Management has the absolute right and responsibility to establish and maintain a safe and healthy work environment. The District shall provide protective devices, protective personal equipment (PPE) and all other equipment as required by OSHA or as it deems necessary for the protection of employees from injury. Any supplies required to maintain the vehicles cleanliness and or safe operation shall be provided by the District. All District vehicles shall be maintained in safe operating condition. In the event an employee is injured on the job and is unable to complete his shift, such employee will be paid for the full shift on the day of the injury and in accordance with the Districts workers compensation policy.

Section 2 - Physical Examinations and Drug Tests

Physical examinations including drug screening when required as a condition of employment or otherwise required by law, shall be paid for time and all costs of such examination shall be borne by the District.

Section 3 - Temporary Employees and Supervisors Working

Supervisors shall not perform work that is normally performed by members of the bargaining unit except in an emergency or for purposes of training. An emergency shall include a situation when there are not sufficient qualified bargaining unit employees to do the work, but the District will not utilize this emergency exception to avoid hiring bargaining unit employees.

The Union recognizes the right of the District to hire and use temporary and emergency Driver (s) for short term operational purposes which cannot be fulfilled with classified drivers/dispatchers.

For purposes of this agreement temporary employee is defined as, the employment of a person hired to perform a job which is limited in nature or is on a seasonal basis and which will not exceed nine (9) months of employment unless otherwise approved by the Executive Director. Temporary employees may fill in for classified employees on Long Term Disability, Family Medical Leave, Worker's Compensation, and extended leave without pay, or for other authorized absences. In the event that the Executive Director deems necessary the extension of the temporary appointment beyond nine (9) consecutive months, the Employer will meet with the Union to discuss the conversion of the position from temporary to classified, subject to budgetary constraints and Board of Directors approval.

Emergency employee is defined as employment of a person when an emergency condition exists that would, in the opinion of the Executive Director, compromise the public health, safety, and welfare, or severely curtail the normal operations of the District. No individual shall hold an emergency appointment longer than one hundred (100) days or an aggregate eight hundred (800) hours in any nine (9) month period, unless approved by the Executive Director. The Executive Director will notify the Union in the event of an appointment longer than one hundred (100) days.

ARTICLE 10

SHOP STEWARD

Section 1 - Notification

The District recognizes and will deal with the accredited Shop Steward(s). The Union agrees to furnish the District with the name(s) of the shop steward(s). The District agrees to furnish the Union with a list of its supervisory employees with whom the Union shall deal in the adjustment of grievances. The Union shall notify the District promptly, in writing, of any change in shop steward(s), and the District shall notify the Union promptly of any changes in supervisors.

Section 2 - Investigations

To facilitate the handling of grievances, the shop steward may from time to time, as need arises, and after notice to his supervisor, advising his supervisor as to the nature of the grievance to be investigated or adjusted, leave his work to investigate or assist in the settlement of grievances arising within his jurisdiction. No shop steward shall leave his assigned work or route unless the Supervisor has made a reasonable accommodation in finding a qualified employee to continue the work shift of the Shop Steward. Time so spent shall be paid for at the employee's regular rate of pay and in no circumstances shall it result in overtime or comp time payment or be counted as hours worked for the purpose of computation of overtime or comp time pay. Time spent investigating and processing grievances or conducting union business outside of assigned work hours shall not be compensated.

It is understood and agreed that the District has limited staff and provides transit services that operate on fixed schedule and that a Shop Steward has full-time work to perform, and time spent investigating or assisting in the settlement of grievances shall be held to an absolute minimum due to the operational impacts it imposes upon the District. Any alleged abuses may be called to the attention of the local representative of the Union, and shall be corrected if necessary. In the event that the District is not satisfied with the Union's resolution of the alleged abuses, the District may reopen this Section of the Agreement dealing with investigations and reasonable time. If no agreement is reached during such negotiations, the District may use the impasse resolution procedures provided for in PEBA. This paragraph shall not preclude the District from taking disciplinary action to address the abuse of time.

ARTICLE 11

MILITARY CLAUSE

Employees in the uniformed services of the United States, as defined by the provisions of the Uniform Services Employment and Reemployment Act (USERRA), Title 38, US Code Chapter 43, shall be granted all rights and privileges provided by USERRA and/or other applicable State and

Federal laws. This shall include continuation of health coverage to the extent required by USERRA, and continuation of pension contributions for the employees' period of service as provided by USERRA. Employees shall be subject to all obligations contained in USERRA which must be satisfied for the employees to be covered by statute.

ARTICLE 12

HOURS OF SERVICE

Section 1 - Workday – Workweek

The basic work week for full time employees shall consist of forty (40) hours in a seven-day period. The work week commences at 12:01 a.m. every Saturday and ends at 12:00 p.m. on Friday. There are two (2) work weeks in a pay period. Generally a one (1) hour unpaid lunch break shall be provided to all employees; however, work schedules, bid shifts and other job-related functions may necessitate variations in the scheduling of the lunch break, however no employee shall be denied the ability to take a lunch break if they so choose. In addition all employees shall receive a fifteen (15) minute paid break period as close to the midpoint of the first half of their shift as possible and a fifteen (15) minute paid break period as close to the midpoint of the second half of their shift as possible. Paid rest breaks are a benefit and are not guaranteed due to the nature and make up of transit routes. From time to time employees may be required to work through their rest break. However, paid rest breaks may be inclusive as accumulated in layover times in the route schedules i.e. 5-8 minute layovers every hour. In the interest of good health, the District encourages the employees to take their paid break when possible. When paid breaks are taken while on route, drivers are to alert any passengers on the bus, request that they temporarily exit and secure the bus while the break is taken within the scheduled layover time. Drivers are responsible to remain in reasonable sight of the vehicle or to secure the vehicle when taking breaks. Employees shall not combine two (2) relief periods into one (1), nor are they allowed to combine a relief period with a lunch break. Relief periods shall not be eliminated to start or leave early on a regular basis. Relief periods are considered hours worked; lunch breaks are considered hours not worked. In addition, due to the nature of the work performed, drivers shall be allowed to take restroom breaks at times and places where appropriate facilities are available.

Section 2 – Overtime

An employee, who is authorized and approved in advance by their supervisor and required to work in excess of the normal work week (forty [40] hours), shall be compensated for such overtime at one and one-half (1 1/2) times their hourly rate or unless otherwise specified in the Fair Labor Standards Act (FLSA). Such compensation shall be paid overtime. Overtime shall not be pyramided.

The following hours are considered as hours worked for the purpose of qualifying for overtime pay;

1. Hours actually worked;
2. Paid holidays;
3. Hours allowed for voting time;
4. Jury duty;
5. Hours allowed for court duty when appearing as a witness on behalf of the District or because of an official capacity with the District; and
6. Training time.

C. The following are not considered as hours worked and are not used for the purpose of computing overtime;

1. Vacation;
2. Sick leave;
3. Military leave;
4. Funeral leave;
5. Injury leave;
6. Lunch break;
7. Show up pay;
- 7.8. Comp-time hours used.

Section 3 - Overtime Assignments

All scheduled overtime shall first be offered by seniority on a voluntary basis to qualified employees. In the event an insufficient number of qualified employees volunteer for such overtime, overtime work will be filled by assigning the necessary number of additional employees in reverse seniority order. The District agrees to give as much advance notice as possible of the requirement to work overtime. The District agrees to give reasonable consideration to an employee's request to be released from overtime in instances of verifiable extreme hardship.

ARTICLE 13

HOLIDAYS

Holiday pay is based on eight (8) hours of pay for full-time employees and prorated hours for part-time regular employees. An employee whose work day is in excess of eight hours may request to utilize annual leave for any absence in excess of eight hours on the day that the holiday is observed. In order to be eligible for Holiday Pay the employee must be in approved paid status on both the regular scheduled workday immediately preceding the holiday and the regular scheduled workday immediately following the holiday. The following Holidays will be observed.

New Year's Day

Veterans Day

Martin Luther King Day

Thanksgiving Day

Memorial Day

Day after Thanksgiving

Independence Day

Christmas Eve

Labor Day

Christmas Day

Columbus Day

A recognized holiday falling on Saturday will be observed on the preceding Friday and a recognized holiday that falls on a Sunday will be observed on the following Monday.

An employee who is required to work on a holiday shall be compensated at the rate of one and one-half (1.5) times their hourly rate for all hours worked in addition to eight (8) hours holiday pay.

An employee who does not work on a holiday that occurs on their regularly scheduled workday shall receive their scheduled hours, at the straight time rate of pay, as holiday pay.

When the holiday falls outside the employees' normal scheduled workday or falls during an approved vacation day, such employee shall receive eight (8) hours of holiday pay and not get charged vacation time. Part-time employees will receive holiday pay based on the number of hours that they would normally have worked provided that the holiday falls on a part-time employee's regular scheduled workday.

ARTICLE 14

SICK LEAVE

Employees will accrue Sick Leave hours at the rate of 6.67 hours per month or eighty (80) hours per year. Periods of leave without pay shall not count for the purpose of accruing sick leave.

Sick leave may be used for any period of approved absence with pay from regularly scheduled work resulting from:

1. Employee having an illness or injury which renders them unable to perform their duties;
2. An employee having a medical examination, consultation, or treatment by a licensed practitioner;
3. An employee's immediate family member defined as the employee's spouse or domestic partner, child or parent as defined by the Family and Medical Leave Act (FMLA) requiring their presence because of injury, illness or medical treatment.

An employee taking sick leave must notify their supervisor in a timely manner in order for arrangements to be made for a replacement driver or dispatcher. The following notice requirements shall apply:

1. Minimum of twenty-four (24) hours' notice to the employee's supervisor, for prescheduled medical or dental appointments;
2. Minimum of two (2) hours' notice prior to beginning of the employee's shift to the employee's supervisor for illness or accident. The District shall designate phone numbers to be used in the event that the employee's supervisor cannot be reached, which shall have the capability of verifying the call (leave message, caller ID, etc.).

For each absence an employee must submit upon the approved form an explanation of the reason for such absence. All forms must be submitted prior to the taking of any sick leave due to medical or dental appointments. All forms must be submitted within 24 hours or the end of the next scheduled work day after returning from an unexpected illness or injury. Failure to do so may result in leave without pay and disciplinary action.

An employee must keep the supervisor informed of their condition if an absence is for more than two (2) working days in duration. In cases of absences of more than two (2) consecutive days the District shall provide the employee with the appropriate FMLA paperwork which must be filled out and returned in order to determine if the absence is a covered event under FMLA. The District may also require the employee to furnish a written medical statement issued by a licensed physician or practitioner, or other evidence of illness that confirms the illness of the employee or their immediate family member, provides an estimate of when the employee will be able to return to work, states whether the employees incapacity will require intermittent treatments, states the estimated frequency and duration of such treatments, and provides the estimated period for recovery, if known. Abuse of sick leave may be cause for disciplinary action. If an employee's leave qualifies as protected leave under FMLA, the District may require a medical certification as provided by federal law.

Unused sick leave hours shall be cashed out and or banked annually by the last pay period in February for unused hours from the previous year. Employees with a current bank of sick leave hours will retain that bank, which will be classified as a catastrophic sick leave bank and not available for sick leave cash out. An employee may not bank more than seven hundred-twenty (720) hours of catastrophic sick leave. If an employee chooses to bank hours from the previous year into their catastrophic sick leave bank, those banked hours are not available for the cash out provision of this Section.

Catastrophic sick leave is defined as a medically excused leave as defined under FMLA and the District’s FMLA Administrative Policy and Procedures, or to meet the minimum waiting period for eligibility for short term or long term disability. Catastrophic sick leave is not eligible for family members except as provided for under FMLA purposes. Accrued catastrophic sick may be used, when available, for an FMLA qualified medical absence prior to using sick leave. It is designed to provide income protection for an employee meeting the above definitions. It is not available under any other circumstances. Catastrophic leave is not a benefit in which an employee vests. It is not paid out upon leaving the District nor available to be cashed out on an annual basis.

In order to be eligible for the annual cash out, employees must have completed their probationary period and will be cashed out at the following rates:

Number of hours of sick leave <u>(inclusive of catastrophic usage)</u> hours used	Percentage payment rate for cash out.
24 Hours or Less	100%
25 Hours to 40 Hours	75%
41 Hours to 48 Hours	50%
49 Hours or More	25%

All employees who are separated from the District payroll before one (1) year of employment shall not be eligible to cash out unused sick leave hours.

ARTICLE 15

FUNERAL LEAVE

In the event of a death in the employee’s family the employee shall be granted up to three (3) scheduled workdays off without loss of pay to arrange for and or attend the funeral or memorial services. A member of the employee’s immediate family includes: spouse or domestic partner, child, father, mother, brother, sister, grandparent, grandchild, current mother-in-law, current father-in-law, current sister-in-law, current brother-in-law, current son-in-law, and current daughter-in-law. In the event the funeral or memorial service is held out of state the employee may be granted two (2) additional days off. The Employer may require the employee to provide proof of death of the family member.

ARTICLE 16

JURY DUTY

When an employee is required to report for jury duty, and who is released from jury duty before the end of the scheduled work day, shall contact their supervisor to receive instructions on whether to report for work the remainder of the day. The employee shall be compensated at the regular straight time rate of pay. Fees received from the court, excluding reimbursement for travel and meals, shall be remitted to the District. Time spent on jury duty shall be considered time worked.

ARTICLE 17

INCLEMENT WEATHER LEAVE

Section 1 - Full-Day Closing

Paid weather related time due to closing will be limited to an amount equal to the hours that the employee was scheduled to work or would normally have worked on the day in question. If an employee has reported to work prior to the decision to close being made, weather related time will only make an employee whole up to the amount of their scheduled or normal working hours for that day.

Section 2 - Partial-Day Closing (delayed opening/early closing)

In the event that the normal reporting time is delayed, employees working that day will receive paid time for the period between their scheduled or normal reporting time and the rescheduled reporting time. In the event of an early closing time, those employees working that day will receive paid time between the rescheduled closing time and their scheduled or normal closing time. Employees who are on leave, have called in sick, or have called prior to a decision to alter operating hours to advise that they will not be reporting to work are not eligible for any additional time or for a refund of leave balances. Employees not scheduled to work on weather related closure or partial closure day are not entitled to receive extra pay for that day.

ARTICLE 18

VACATION

Section 1 - Amount

Employees shall be entitled to vacation upon fulfilling the requirements set forth below:

A) All employees having one (1) year of service shall receive two (2) weeks paid vacation (3.077 hrs. per pay period beginning on the first month of employment)

B) All employees having five (5) years of service shall receive three (3) weeks paid vacation (4.62 hrs. per pay period beginning on the 49th month of employment).

C) All employees having ten (10) years or more of service shall receive four (4) weeks paid vacation (6.15 hrs. per pay period beginning on the 109th month of employment).

D) All employees having twenty-five (25) years of service shall receive five (5) weeks paid vacation (7.69 hrs. per pay period beginning on the 300th month of employment).

For the purpose of this section an employee's service shall start with their most recent date of hire with the District. Periods of leave without pay shall not count for the purpose of accumulation of annual leave. Employees may accumulate and carry over into the first pay period of the calendar year accrued unused vacation, not to exceed two (2) times the annual accrual. All hours of annual leave that exceed two (2) times the annual accrual must be used by the end of the last pay period in the calendar year earned or be forfeited.

Section 2 - Separation

All employees who are separated from the District's payroll after more than one (1) year of employment shall be paid for unused earned vacation and pro-rata for all vacation accrued up to the time of separation.

Section 3 - Vacation Selection

All vacation bidding will be done on an annual basis in early December for the following year. Vacations bid (up to 13 days or 2 ½ weeks per employee) during the annual bidding period shall be awarded by seniority. Any vacation not bid during this period shall be awarded on a first come/first served basis for the duration of the calendar year. In no circumstances shall an entire department, division or unit be permitted to take annual leave at the same time. Supervisors shall be responsible for scheduling annual leave so as to avoid unreasonable interference with District operations.

Section 4 - Split Vacations

Vacation may be taken in full week increments, full day increments, or on an hourly basis as needed, provided the employee has prior approval of his supervisor, or in cases of proven emergency. Such approval of vacation requests shall not be unreasonably withheld; taking into consideration the manpower needs of the District, and once approved shall not be changed unless mutually agreed to by the employee and the Employer. Upon receiving written request of split vacation dates, the District shall respond within seven (7) days either approving or denying said request.

ARTICLE 19

HEALTH AND WELFARE

A) Compliance with the Patient Protection and Affordable Care Act

Notwithstanding other provisions of Article 19, the District reserves the exclusive right to make any changes, reductions, modifications, deletions, or improvements with respect to employee medical, prescription, dental, vision insurance or disability plans (including but not limited to changes in insurance carriers, insurance plans, benefit levels, deductibles, co-payment levels, etc.) or flexible spending accounts it determines are warranted to : (1) comply with the Patient Protection and Affordable Care Act as amended (PPACA), and any other federal or state health care laws; (2) avoid having to pay, whether directly or indirectly, Cadillac taxes; and (3) insure it is not subject to penalties or fees if employees are eligible to obtain insurance through an insurance exchange. The District agrees to inform the Local Union of any changes affecting bargaining unit members.

A)B) The District agrees to retain the current cost sharing contribution rate as follows: eighty percent (80%) paid by the District and twenty percent (20%) paid by the employee.

ARTICLE 20

PENSION

The District is required to by law to abide by the Public Employees Retirement Act (PERA) of New Mexico as is now in effect. The District has elected to participate in Municipal Plan 2 which currently requires a contribution rate of 19.8% of employee pay. The current contribution rate is 10.28% by the District. The employee contribution rate is 9.52%. The contribution rate as of 7/1/2014 will be increasing to 20.20% of employee pay. The District agrees to pay ~~10.68~~ 15.15% of the required contribution rate as its employer contribution. The employee agrees to contribute ~~9.52~~ 5.05% of the employee's share of the required contribution rate.

ARTICLE 21

SAVINGS CLAUSE

In the event that any Federal or State legislation, government regulation, or court decision causes invalidation of any sentence, paragraph, section or Article of this Agreement, the District and the Union agree to meet as soon as possible to negotiate any affected portion. All other Articles not so invalidated shall remain in full force and effect.

ARTICLE 22

COMPLETE AGREEMENT

The Agreement expressed herein in writing constitutes the entire agreement between the parties and no express implied statement or previously written or oral statement shall add to or supersede any of its provisions.

The parties acknowledge that during negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter appropriate for collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Employer and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waive the right and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter, even though such subjects or matters may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement. All terms and conditions of employment not covered by this Agreement shall continue to be subject to the Employer's discretion and control.

It is recognized that the Employer has certain Personnel Rules and Regulations. The specifics of these rules and regulations have not been the subject of collective bargaining. The Union recognizes the Employer's right to establish and maintain such rules and regulations. Such rules and regulations may apply to bargaining unit employees so long as they do not conflict with any terms of this Agreement.

The District agrees to inform the Local Union of any new rule(s) or regulation(s) affecting bargaining unit members.

ARTICLE 23

DURATION

This Agreement shall be effective from July 1, 2014 through June 30, 2016 and shall remain in full force and effect from year to year thereafter, contingent upon sufficient appropriations, (see Appropriations -Article 24) unless either party notifies the other party in writing no less than sixty (60) days prior to June 30, 2016 or any June 30 thereafter of its intent to re-open the Agreement.

ARTICLE 24

APPROPRIATIONS CLAUSE

The terms of this Agreement are contingent upon sufficient appropriations and authorization of appropriations being made by the District's Board of Directors for the performance of this Agreement. If sufficient appropriations and authorization of appropriations are not made by the District's Board of Directors, the parties are to renegotiate through arm's length negotiations. The District's decision as to whether sufficient appropriations are available shall be final and subject to immediate renegotiation by the parties upon written request by either party. Refusal of the Board to honor the financial terms agreed to in the Collective Bargaining Agreement through arm's length negotiations for any reason, other than financial inability to meet its obligations, shall constitute a breach of this Agreement.

ARTICLE 25

WAGE ADJUSTMENT AND SALARY PLAN

- a) The current Wage Scale will remain in effect for Fiscal Year 2015, Exhibit "A".
- b) All Union employees will be given a 2% cost of living increase in Fiscal Year 2016 and no other increases in wages for the duration of the agreement.
- c) The Wage Scale will be adjusted by 2% in Fiscal Year 2016, Exhibit "B".

Salary/wage progression from a driver non-CDL or dispatcher non-CDL position to a driver CDL or dispatcher CDL position is limited to the availability of budgeted positions and the District's needs as solely determined by the District.

If an employee is required to drive their own vehicle to an alternate report to location they shall be paid the applicable Federal mileage reimbursement.

No current employee shall suffer a loss of wages as a result of this agreement.

ARTICLE 26

Inclusion of Acknowledgement of Actions taken by North Central Regional Transit District and Chauffeurs, Teamsters and Helpers Local Union No.492

1. The Union and Employer agreed that the Employer has sole authority under the Management Rights Clause of the CBA to determine the qualifications for employment, job duties, number of employees allocated by position to the category of Transit Driver III/Lead position and Lead Customer Service Representative III/Driver II and to reduce the number of employees allocated by position to other position categories in the course of creating the new categories of Transit Driver III/Lead and Lead Customer Service Representative III/Driver II
- ~~1.2.~~ The Union and Employer agree that the Transit Driver III/Lead and Lead Customer Service Representative III/Driver II position will be filled via competitive examination and not by seniority.

Anthony J. Mortillaro
Executive Director
NCRTD

Date

Moises L. Ortega
President
Teamsters Local 492

Date

Exhibit “A”

Wage Scale effective July 1, 2014 thru June 30, 2015

Union								
Annual Salary				Hourly Rates				
MINIMUM	MIDPOINT	MAXIMUM	JOB TITLE	MINIMUM	MIDPOINT	MAXIMUM	JOB VALUE	RANGE %
\$30,169	\$36,203	\$42,237	*TRANSIT DRIVER III/LEAD	\$14.50	\$17.41	\$20.31	6.50	40%
\$29,732	\$35,678	\$41,624	*CUSTOMER SERVICE REPRESENTATIVE II	\$14.29	\$17.15	\$20.01	6.18	40%
\$28,175	\$33,810	\$39,445	*TRANSIT DRIVER II	\$13.55	\$16.25	\$18.96	4.98	40%
\$27,540	\$33,048	\$38,556	*CUSTOMER SERVICE REPRESENTATIVE I	\$13.24	\$15.89	\$18.54	4.47	40%
\$26,964	\$32,357	\$37,749	*TRANSIT DRIVER I	\$12.96	\$15.56	\$18.15	4.00	40%

Exhibit “B”

Wage Scale effective July 1, 2015 thru June 30, 2016

<i>Union</i>						
<i>Annual Salary</i>				<i>Hourly Rates</i>		
MINIMUM	MIDPOINT	MAXIMUM	JOB TITLE	MINIMUM	MIDPOINT	MAXIMUM
\$31,233	\$37,479	\$43,726	Lead Customer Service Representative III/Driver II	\$15.02	\$18.02	\$21.03
\$30,772	\$36,926	\$43,080	Transit Driver III/Lead	\$14.80	\$17.76	\$20.72
\$30,326	\$36,391	\$42,456	Customer Service Representative II	\$14.58	\$17.50	\$20.42
\$28,738	\$34,485	\$40,233	Transit Driver II	\$13.82	\$16.58	\$19.35
\$28,090	\$33,708	\$39,326	Customer Service Representative I	\$13.51	\$16.21	\$18.91
\$27,503	\$33,003	\$38,504	Transit Driver I	\$13.22	\$15.87	\$18.52



Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: August 1, 2014

Agenda Item - B

Title: Discussion and consideration of Resolution No. 2014-13 providing for the District to pay 75% of the PERA contribution for all District Employees, Union and Non Union who earn more than \$20,000 per year.

Prepared By: Anthony J. Mortillaro, NCRTD Executive Director

Summary: The attached resolution provides for the reallocation of PERA contributions that were negotiated in the Collective Bargaining Agreement with Teamsters Local 492. The fact that the District's contribution level lagged other public organizations was also discussed with the Board as part of the Compensation Study survey at their July 12, 2013 meeting and discussed with the Finance Subcommittee at their July 26, 2013 meeting. The Union presented this matter during negotiations and it was discussed with the Board in a closed session related to preliminary discussions for purposes of collective bargaining in June, 2014. The reallocation of PERA contributions is as follows; employer contribution will increase to 15.15% versus prior contribution of 10.68% and employee contribution will decrease from 9.52% to 5.05%.

Background: The completed Compensation and Classification Study was presented to the Finance Subcommittee and the Board on July 12, 2013. The Study contained a survey and analysis of existing PERA contributions by various public entities. The survey data concluded that the District's contribution towards the employee's portion of PERA is 4.68% below that of the survey participant's average. A further analysis shows (excluding the School District's whom are in a separate Pension System) that of the 13 City and County survey participants, 10 contribute in excess of what their obligations are according to the PERA plan they participate in, which implies that they are absorbing a portion of the employees obligation.



**NORTH CENTRAL REGIONAL TRANSIT DISTRICT
CORE BENEFITS COMPARISON - EMPLOYER CONTRIBUTION**

ENTITY	EMPLOYER % SHARE	Health	Dental	Vision	Life	Plan ID	Employee Obligation	Employee Actual	Employer Obligation	Employer Pick Up	July 1st Pick Up of 1.5%	Other	Employer Contribution	Ltd	SS/Med	Tot \$	Tot %
TAOS SCHOOL DISTRICT	60%	\$801	\$50.54	\$8.48	Included	NA	10.65%	10.65%	13.15%	0.00%	None		13.15%		7.65%	\$860	20.80%
SANTA FE SCHOOL DISTRICT	60%	\$801	\$50.54	\$8.48	Included	NA	10.65%	10.65%	13.15%	0.00%	None		13.15%		7.65%	\$860	20.80%
LOS ALAMOS SCHOOL DISTRICT	60%	\$801	\$50.54	\$8.48	Included	NA	10.65%	10.65%	13.15%	0.00%	None		13.15%		7.65%	\$860	20.80%
ESPANOLA SCHOOL DISTRICT	60%	\$801	\$50.54	\$8.48	Included	NA	10.65%	10.65%	13.15%	0.00%	None		13.15%		7.65%	\$860	20.80%
ROSWELL SCHOOL DISTRICT	60%	\$801	\$50.54	\$8.48	Included	NA	10.65%	10.65%	13.15%	0.00%	None		13.15%		7.65%	\$860	20.80%
FARMINGTON SCHOOL DISTRICT	60%	\$801	\$50.54	\$8.48	Included	NA	10.65%	10.65%	13.15%	0.00%	None		13.15%		7.65%	\$860	20.80%
ALBUQUERQUE SCHOOL DISTRICT	60%	\$801	\$50.54	\$8.48	Included	NA	10.65%	10.65%	13.15%	0.00%	None		13.15%		7.65%	\$860	20.80%
LAS CRUCES SCHOOL DISTRICT	60%	\$801	\$50.54	\$8.48	Included	NA	10.65%	10.65%	13.15%	0.00%	None		13.15%		7.65%	\$860	20.80%
CARLSBAD SCHOOL DISTRICT	60%	\$801	\$50.54	\$8.48	Included	NA	10.65%	10.65%	13.15%	0.00%	None		13.15%		7.65%	\$860	20.80%
HOBBS SCHOOL DISTRICT	60%	\$801	\$50.54	\$8.48	Included	NA	10.65%	10.65%	13.15%	0.00%	None		13.15%		7.65%	\$860	20.80%
ALBUQUERQUE	80%	\$990	\$70.00	\$13.28	1.4x Salary	3	14.65%	4.79%	9.15%	9.86%	None		19.01%		7.65%	\$1,073	26.66%
CARLSBAD	70%	\$1,301	Included	Included	Included	3	14.65%	14.65%	9.15%	0.00%	None		9.15%	x	7.65%	\$1,301	16.80%
FARMINGTON	80%	\$1,077	Included	Included	1.5x Salary	2	10.65%	10.65%	9.15%	0.00%	None		9.15%		7.65%	\$1,077	16.80%
HOBBS	75%	\$1,388	Included	Included	Included	2	10.65%	6.65%	9.15%	4.00%	None		13.15%		7.65%	\$1,388	20.80%
LAS CRUCES	60%	\$885	\$52.21	NA	\$4.20	3	14.65%	8.65%	9.15%	6.00%	None		15.15%		7.65%	\$942	22.80%
LOS ALAMOS COUNTY	80%	\$1,178	\$82.70	\$15.79	\$4.50	3	15.65%	15.65%	9.15%	0.00%	None	9.00%	18.15%	0.25%	1.45%	\$1,281	19.85%
ESPANOLA CITY	80%	\$1,023	Included	Included	NA	3	14.65%	7.07%	9.15%	7.58%	None		16.73%	\$4.20	7.65%	\$1,027	24.38%
RIO ARRIBA COUNTY	65%	\$959	\$56.33	\$8.86	\$4.20	4	17.15%	12.15%	11.65%	5.00%	None		16.65%		7.65%	\$1,028	24.30%
ROSWELL	90%	\$1,168	\$0.00	\$0.00	\$6.54	2	10.65%	10.65%	9.15%	0.00%	None		9.15%		7.65%	\$1,175	16.80%
TAOS	80%	\$956	Included	Included	Included	3	14.65%	10.65%	9.15%	4.00%	None		13.15%		7.65%	\$956	20.80%
SANTA FE CITY	77%	\$1,202	\$55.22	NA	Included	3	14.65%	10.65%	9.15%	4.00%	1.13%		14.28%		7.65%	\$1,257	21.93%
SANTA FE COUNTY	75%	\$695	\$55.00	9.43	\$2.64	3	14.65%	4.79%	9.15%	9.86%	1.13%		20.14%		7.65%	\$762	27.79%
TAOS COUNTY	70%	\$683	\$40.62	\$6.70	\$1.66	4A	17.15%	16.03%	11.65%	0.00%	1.13%		12.78%		7.65%	\$732	20.43%
AVERAGE	68%	\$935	\$50.97	\$8.68	\$3.96								13.83%		7.38%	\$1,077	21.22%
NCRDT	80.00%	\$1,180	\$69.61	\$11.96	\$3.36	2							9.15%		7.65%	\$1,265	16.80%
			Health	Dental	Vision	Life							Ret	Ltd	SS/Med	Tot \$	Tot %
	DOLLAR DIFFERENCE		\$245	\$18.64	\$3.28	(\$0.60)							-4.68%			\$188	-4.42%
	PERCENT DIFFERENCE		20.72%	26.78%	27.43%	-17.77%										14.87%	-26.33%

Recommended Action: It is recommended that the Board discuss and consider approval of Resolution No. 2014-13 providing for a reallocation of PERA contributions.

Fiscal Impact: The FY 15 Budget contains sufficient funds for adoption of the PERA modification.

Attachments:

- Resolution No. 2014-13



North Central Regional Transit District (NCRTD)

Resolution 2014-13

A RESOLUTION AUTHORIZING THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT TO PAY 75% OF THE PERA CONTRIBUTIONS FOR ALL DISTRICT EMPLOYEES, UNION AND NON-UNION, WHO EARN MORE THAN \$20,000 PER YEAR

WHEREAS, the 2013 New Mexico Legislature enacted SB 27 that amended the Public Employees Retirement Act (“PERA” or the “Act”) to alleviate PERA’s increasing unfunded liability and deteriorating funded status; and

WHEREAS, SB 27 affects all current PERA members and retirees and amended many sections of the Act, most notably, adding a new benefit structure for new members on or after July 1, 2013; changing the cost of living adjustments for current and future retirees; changing the employer and employee contribution rates; and allowing municipal affiliated public employers by resolution or by collective bargaining agreement to be responsible for 75% of their employees’ retirement contributions under certain conditions; and

WHEREAS, the Act increased employee contribution rates by 1.5% beginning in FY14 for employees that earn more than \$20,000 per year; and

WHEREAS, the Act increased employer contribution rates by 0.4% beginning in FY15; and

WHEREAS, by FY15 the total increase in contribution rate is 1.9%; and

WHEREAS, the Act states that “[a] municipal affiliated public employer may elect by resolution of its governing body *or by execution of a collective bargaining agreement (new language in italics)*... to be responsible for making contributions of up to seventy-five percent of its employees’ member contributions”; and

WHEREAS, the NCRTD Executive Board desires to adopt a resolution and execute an amendment to its collective bargaining agreement to establish that the District will pay 75% of the employees’ June 30, 2014 contribution rate of 20.20% beginning with the first pay period following the adoption of this resolution or the execution of the amendment to the Collective Bargaining Agreement..

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE NCRTD THAT THE GOVERNING BODY AUTHORIZES THE FOLLOWING:

1. Effective as of the first pay period beginning after August 1, 2014, or the execution of any amendment to the Collective Bargaining Agreement (whichever is later) the District elects to pay 75% of the 20.20% of the PERA contributions for all District employees, union and non-union, who earn more than \$20,000, per year.
2. All District employees, union and non-union, shall be responsible for all other contribution amounts required by the Act or any amendment thereto.
3. As soon as practicable, the District shall negotiate amendment to the District's collective bargaining agreement to state that the District elects to pay 75% of the 20.20% PERA contributions for union employees that earn more than \$20,000 per year.

**PASSED, APPROVED AND ADOPTED BY THE GOVERNING BODY OF
THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT ON THIS 1ST DAY
OF AUGUST, 2014.**

Daniel Barrone, Chairman

Approved as to form:

Peter Dwyer, Counsel



Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: August 1, 2014

Agenda Item – C

Title: Discussion and consideration of adoption of Resolution No. 2014-14 adopting the FY 15 Service Plans from the City of Santa Fe and Los Alamos County and acknowledging the Service Plan from the County of Santa Fe.

Prepared By: Anthony J. Mortillaro, NCRTD Executive Director

Summary: To discuss and consider for adoption the annual service plans for regional routes from the City of Santa Fe and Los Alamos County.

Background: Pursuant to the adopted Financial Policies of the District and the ballot initiative, Regional Transit (RT) Gross Receipts Tax (GRT) is to be used to expand regional public transit in the four county areas. Furthermore, the Financial Policies indicate that RT GRT revenues should be used to implement service plans approved by Board adopted resolution. The Financial Policies when adopted included the definition of when a regional route is considered to be eligible for funding by RT GRT. The only two member entities that operate their own transit system and provide routes that meet the definition of regional routes as defined in the Financial Policies are the City of Santa Fe and Los Alamos County. The attached resolutions submitted by these entities requests that RT GRT be provided for those same routes that have been deemed to meet the definition of regional in prior years. No expansion routes are requested by either entity. The funding allocation that was utilized to determine the amount of RT GRT that would be available in FY 2015 for allocation to these two entities was premised upon the same approved allocation method for RT GRT Revenues used in prior years and as adopted by the Board and incorporated into the Financial Policies.

The County of Santa Fe also adopted a transit service plan by Board of Commissioners resolution and which is attached hereto. Although the County is not required to adopt such a plan, since the RTD is the regional service planning entity and the provider of services for all of its member counties with the exception of transit planning for those entities that provide their own transit services. The adoption of this transit plan allows the County to convey to the District Board its confirmation of the existing RTD routes within Santa Fe County and express its desire for additional service. In the Santa Fe County resolution they have requested District Board consideration of Route 270 Golden extension of NM 599 (six month trial) and Route 299 La Cienega/Las Golondrinas. Route 270 has been incorporated into the FY 15 budget as adopted and is anticipated to start its trial period in January/February 2015. Route 299 is not funded at this time, but staff has requested NMDOT to

reconsider its funding allocation of 5311 dollars for FY 15 and to reallocate additional funds for this route to the NCRTD.

The FY 2015 budget adopted by the Board did propose to fund a number of trial route modifications and did provide for the funding of all existing routes, as indicated in the adopted 5 year service plan.

Recommended Action: It is recommended that the Board discuss and consider approval of Resolution No. 2014-14

Options/Alternatives: The Board may consider the following options/alternatives:

1. Take no action; or
2. Adoption of the recommendation; or
3. Provide further direction in relation to adoption of the service plans and then take action to adopt the resolution.

Fiscal Impact: The fiscal impact of adoption of the City of Santa Fe service plan and the Los Alamos County service plan for the provision of regional services is \$2,315,094 which is \$30,000 more than FY 14. Individually the District would compensate the City a total of \$953,274 and Los Alamos County a total of \$1,361,820 in FY 15. Costs associated with the funded routes in the County of Santa Fe provided by the District are integrated into the consolidated budget which also provides for routes in Rio Arriba County, Taos County and Los Alamos County. These funds have been budgeted and utilize a combination of GRT, Federal and Los Alamos County contributions. The Fiscal Year 2015 budget provided funded for all existing routes and several new trial routes.

Attachments:

- NCRTD Board Resolution No. 2014-14
- City of Santa Fe Resolution No. 2014-38
- Los Alamos County FY 13 Service Plan
- County of Santa Fe Resolution No. 2014-55



North Central Regional Transit District (NCRTD)

Resolution 2014-14

Adoption of the FY14 Annual Service Plan submitted by the City of Santa Fe and Los Alamos County Providing for Specific Regional Routes Funded by NCRTD Regional Transit Gross Receipts Tax (RTGRT)

WHEREAS, the NCRTD was created through legislative enactment (chapter 65, signed March 21, 2003); and,

WHEREAS, the NCRTD is a sub-division of the State of New Mexico; and,

WHEREAS, the NCRTD was approved and certified by the New Mexico Department of Transportation Commission September 14, 2004; and,

WHEREAS, the NCRTD was created by agreement between the City of Española, Los Alamos County, Pojoaque Pueblo, Rio Arriba County, San Ildefonso Pueblo, San Juan Pueblo, Santa Clara Pueblo, the City of Santa Fe, Santa Fe County, Taos County and Tesuque Pueblo; and,

WHEREAS, the NCRTD Financial Policies Adopted by Board Resolution No. 2011-10 on November 4, 2011 provide a definition of regional services which if approved by the Board of Directors and if recurring funds are available may be funded by the allocation of NCRTD RTGRT; and,

WHEREAS, the NCRTD Financial Policies require that service plans from member entities that provide transit services and which have routes that will expand existing regional routes or add new regional routes must submit their Transit Service Plan and the proposed regional routes to be funded by NCRTD RTGRT to the Board of Directors for approval; and,

WHEREAS, the City of Santa Fe and Los Alamos County operate their own transit systems and have had prior review and approval of the regional service routes contained in their transit service plans for FY 10, 11, 12, 13 and 14; and,

WHEREAS, the NCRTD Board of Directors approved on March 4, 2011 the standardization of the cost allocation methodology which is a nationally recognized method for

determining administrative and operating costs associated with the delivery of transit routes and which is utilized by the City of Santa Fe, Los Alamos County and the NCRTD; and,

WHEREAS, the NCRTD Board of Directors adopted Resolution No. 2013-04 on March 1, 2013 amending its Financial Policies to incorporate a formula for the annual allocation of RTGRT for existing regional services it approves on an annual basis; and

WHEREAS, the NCRTD Board of Directors has adopted a Fiscal Year 2015 budget utilizing the annual allocation formula for the apportionment of NCRTD RTGRT in the amount of \$953,274 for existing City of Santa Fe provided routes that have been deemed to meet the definition of regional services and which are incorporated into adopted City of Santa Fe Resolution No. 2014-38 Regional Service Transit Plan; and,

WHEREAS, the NCRTD Board of Directors has also allocated in its Fiscal Year 2015 budget utilizing the annual allocation formula for the apportionment of NCRTD RTGRT in the amount of \$1,361,820 for existing Los Alamos County provided routes that have been deemed to meet the definition of regional services and which are incorporated into the Los Alamos County adopted 2014 Service Transit Plan; and,

WHEREAS, the NCRTD Board of Directors requires that Atomic City Transit and Santa Fe Trails whom are recipients of regional services funding provide acknowledgement and notice to their patrons utilizing the regional transit routes and services funded with NCRTD RTGRT ongoing prominent signage of the source of funding for these services in a fashion acceptable to the NCRTD Executive Director or his Designee; and,

WHEREAS, the NCRTD Board of Directors acknowledges adopted Santa Fe County Resolution No. 2014-55 submitting their recommended transit service plan to the North Central Regional Transit District which is inclusive of existing NCRTD provided routes servicing Santa Fe County and Route 270 Golden extension of NM 599 (six month trial) and Route 299 La Cienega/Las Golondrinas; and,

WHEREAS, the NCRTD's 2014 adopted Five (5) Year Service Plan identifies routes to be provided by the District and future routes to be provided when sufficient recurring revenues are available; and,

WHEREAS, the NCRTD Board adopted resolution No. 2009-13 provides the standards and practices for the implementation of new service routes to be operated by the District; and,

WHEREAS, the NCRTD Board of Directors in adoption of its Fiscal Year 2015 budget has provided funding from various revenue sources for the provision of and continuation of all existing routes and trial routes provided by the NCRTD serving the Counties of Santa Fe, Rio Arriba, Taos and Los Alamos; and,

NOW THEREFORE BE IT RESOLVED BY THE NCRTD THAT THE BOARD OF DIRECTORS APPROVES THE REGIONAL SERVICE PLANS FOR FISCAL YEAR

2015 AS SUBMITTED BY THE CITY OF SANTA FE AND LOS ALAMOS COUNTY AND ACKNOWLEDGES THE TRANSIT SERVICE PLAN AND REQUESTS SUBMITTED BY SANTA FE COUNTY.

PASSED, APPROVED, AND ADOPTED BY THE GOVERNING BODY OF THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT ON THIS 1ST DAY OF AUGUST, 2014.

Daniel Barrone, Chairman

Approved as to form:

Peter Dwyer, Counsel

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CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2014-38

INTRODUCED BY:

Councilor Patti Bushee

A RESOLUTION

ENDORISING THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT’S FY2015 BUDGET PROPOSAL, APPROVING THE FY2015 CITY OF SANTA FE REGIONAL TRANSIT PLAN AND DIRECTING STAFF TO SUBMIT THE CITY OF SANTA FE REGIONAL TRANSIT PLAN FOR FY2015 TO THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT BOARD OF DIRECTORS FOR CONSIDERATION AND APPROVAL.

WHEREAS, the North Central Regional Transit District (hereinafter referred to as “NCRTD”) was created in 2004 by agreement between the City of Espanola, Los Alamos County, Pojoaque Pueblo, Rio Arriba County, San Ildefonso Pueblo, San Juan Pueblo, Santa Clara Pueblo, the City of Santa Fe, Santa Fe County and Tesuque Pueblo; and

WHEREAS, NCRTD Resolution 2008-14 states that “in order to create a truly effective and efficient regional transit system that cooperatively and equitably serves north central New Mexico, the NCRTD believes that the City of Santa Fe should be a member of the District”; and

WHEREAS, as a result of City of Santa Fe Resolution 2008-87, the City of Santa Fe joined the NCRTD and soon thereafter expanded City delivered transit services to provide connecting

1 transportation to and from the Rail Runner, through funding made available by the NCRTD; and

2 **WHEREAS**, the City's expanded services include:

- 3 • Santa Fe Pick-Up operations, providing shuttle service from the final Rail Runner station
- 4 at the Railyard, to downtown destinations and Museum Hill;
- 5 • Santa Fe Trails Route 22, serving the New Mexico 599 Rail Runner station as well as
- 6 Rancho Viejo and Santa Fe Community College;
- 7 • Santa Fe Trails Routes 2 and 4, serving inbound and outbound Rail Runner trains at
- 8 South Capital station;
- 9 • Additional enhanced, or "special service", provided to accommodate visitors and
- 10 residents alike, and meet increased demand for Rail Runner transfers, on Folk Art
- 11 Market, Spanish Market, and Indian Market weekends, as well as annual community
- 12 celebrations of Zozobra and the Canyon Road Farolito Walk; and

13 **WHEREAS**, the existing services provided by Santa Fe Trails have been deemed to meet the
14 definition of regional services as adopted by the NCRTD Board and incorporated into its financial
15 policies as amended on November 4, 2011 by Board Resolution No. 2011-10; and

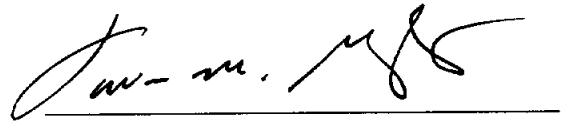
16 **WHEREAS**, the NCRTD has identified funding in their FY2015 budget proposal to keep the
17 aforementioned regional services, operated by the City, funded and running through FY2015; and

18 **WHEREAS**, the NCRTD will reimburse the City for said regional transit services, upon
19 receipt of invoices for service delivered, up to a FY2015 total of \$953,274.00 ; and

20 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
21 **CITY OF SANTA FE** that the Governing Body hereby endorses the proposed FY2015 NCRTD
22 budget that continues to fund regional transit services, as identified above, that the City of Santa Fe
23 currently provides on behalf of the NCRTD, and that the aforementioned routes compose and are
24 approved as the City of Santa Fe Regional Transit Plan for FY2015, and upon approval by the
25 NCRTD Board of Directors, is incorporated in the NCRTD service plan.

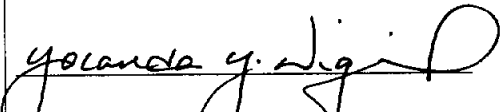
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PASSED, APPROVED, and ADOPTED this 28th day of May, 2014.

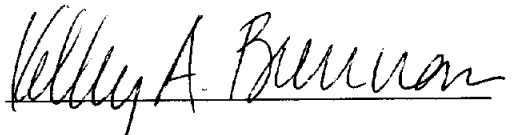


JAVIER GONZALES, MAYOR

ATTEST:


YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:


KELLEY/BRENNAN, CITY ATTORNEY



**Los Alamos County (LAC) FY15 Service Plan
Submitted to the North Central Regional Transit District (NCRTD)
for the Distribution of Transit Gross Receipts Tax**

Submitted Friday, July 25, 2014

	<u>FY14 Cost Estimates</u>
<u>Continuation of Existing NCRTD Funded Routes</u>	
AM & PM Peak Services (Park & Ride & White Rock Linked)	\$ 581,162
<i>Note: Adds a second trip per hour to Routes 3, 4, 5, & 6 during Peak AM & PM commute times, for a total of 30 extra transit runs per day.</i>	
Route 2 Los Alamos to White Rock (Park & Ride, Wt Rock, NCRTD Linked)	\$ 693,163
Route 11 Afternoon Express (White Rock to Los Alamos)	\$ 55,453
Continuation of Existing NCRTD Routes:	\$ 1,329,779

LAC FY14 Billable Capital

A combination of Local Share of Grant Capital Awards (Fleet, ITS Systems, Bus Shelters & Bus Stops), Bus Fleet Replacement, Upgrades to Existing Bus Cameras & GPS Systems, & Bus Shelters/Bus Stop Improvements	\$ 275,200
--	-------------------

FY15 ESTIMATED BILLABLE: \$ 1,604,979

FY15 NCRTD GRT BUDGETED FOR LAC: \$ 1,361,820
Estimated Amount Underfunded in FY15: \$ (243,159)

Notes: Cost of routes & capital listed are estimates. Routes will be billed on a quarterly basis using the Allocated Cost Method, which allocates actual expenses by actual miles, hours, and vehicles. Actual costs of capital will be billed on a quarterly basis.

**BOARD OF COUNTY COMMISSIONERS
OF SANTA FE COUNTY**

RESOLUTION NO. 2014-

55

**A RESOLUTION TO SUBMIT SANTA FE COUNTY'S RECOMMENDED FY
2015 SERVICE PLAN TO THE NORTH CENTRAL REGIONAL TRANSIT
DISTRICT**

WHEREAS, Santa Fe County Resolution 2003-108 states that multi-jurisdictional transportation systems would protect our environment and enhance energy efficiency, decrease congestion, decrease automobile accidents, reduce noise and air pollution and improve public health;

WHEREAS, the North Central Regional Transit District (hereinafter referred to as "NCRTD") was created by agreement of the City of Espanola, Los Alamos County, Pojoaque Pueblo, Rio Arriba County, San Ildefonso Pueblo, San Juan Pueblo, Santa Clara Pueblo, the City of Santa Fe, Santa Fe County (hereinafter referred to as "the County") and Tesuque Pueblo in 2004;

WHEREAS, Santa Fe County Ordinance 2008-14 which imposed a County Regional Transit Gross Receipts Tax of one eighth of one percent (.125%) states that "Revenue from the county regional transit gross receipts tax will be used for the management, construction or operation of a public transit system or for specific public transit projects or services pursuant to the Regional Transit District Act;

WHEREAS, the NCRTD considers Santa Fe County to be a critical participant in the regional transportation strategy and is willing to work closely with the County to assure that regional transportation needs are met and that the Rail Runner continues to be a well-used mode of public transportation;

WHEREAS, the 2010 Santa Fe County General Plan, the Sustainable Growth Management Plan, adopted by the Board of County Commissioners by Resolutions 2010-210 and 2010-225 states under Policy 33.3 "Coordinate with RTD and other entities to evaluate public transit routes and enhance existing transit services (both to existing areas and to areas of new development) to match population demands and future growth to provide an efficient alternative to personal vehicle use;"

WHEREAS, for FY 2014 the NCRTD funded various transportation routes within Santa Fe County contained in the FY 2014 regional transit plan submitted to the NCRTD on behalf of the County and the City of Santa Fe;

WHEREAS, the NCRTD Board is requesting a FY 2015 regional transit service plan for Santa Fe County by July of 2014 and this resolution is designed to respond to that request;

2014-05-15 10:00 AM RECEIVED

WHEREAS, the proposed NCRTD budget for FY 2015 indicates that there is sufficient funding to continue to provide service for all routes currently being funded by the regional gross receipts tax dollars and other federal grant money, including all of the existing routes in Santa Fe County; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of County Commissioners of Santa Fe County hereby adopts the FY 2015 Santa Fe County Regional Transit Plan attached hereto as Exhibit A, and instructs staff to submit that Plan to the NCRTD.

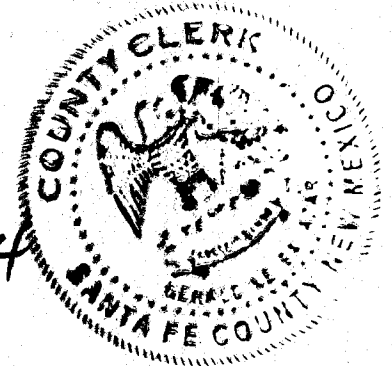
PASSED, APPROVED AND ADOPTED THIS 8th DAY OF June, 2014

THE BOARD OF COUNTY COMMISSIONERS
OF SANTA FE COUNTY

By: *Daniel Mayfield*
Daniel Mayfield, Chair

ATTEST:

Geraldine Salazar
Geraldine Salazar, Santa Fe County Clerk 7-8-2014



APPROVED AS TO FORM:

Gregory S. Shaffer
Gregory S. Shaffer, County Attorney

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

I Hereby Certify That This Instrument Was Filed for Record On The 10TH Day Of July, 2014 at 01:36:03 PM And Was Duly Recorded as Instrument # 1741086 Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Geraldine Salazar
Deputy *Marcia* County Clerk, Santa Fe, NM



SFC CLERK RECORDED 07/10/2014

Exhibit A

FY 2015 SANTA FE COUNTY TRANSIT PLAN

I. ROUTES FUNDED BY NCRTD - OPERATED BY SANTA FE TRAILS:

- | | |
|------------------------------|--------------------------|
| 1. ROUTE 2 – | Ridership FY 13 = 48,382 |
| 2. ROUTE 4 – | Ridership FY 13 = 10,015 |
| 3. ROUTE 22 - IAIA/SFCC FY | Ridership FY 13 = 10,925 |
| 4. SANTA FE PICK-UP/Specials | Ridership FY 13 = 80,318 |
| 5. SPECIALS | |

II. ROUTES FUNDED AND OPERATED BY NCRTD

- | | |
|--|--------------------------|
| 1. <u>ESPANOLA TO SANTA FE</u> | Ridership FY 13 = 25,286 |
| 2. <u>LOS ALAMOS TO POJOAQUE</u> | Ridership FY 13 = 1,461* |
| 3. <u>CHIMAYO</u> | Ridership FY13 = 6,645 |
| 4. <u>ELDORADO</u> | Ridership FY 13 = 7,045 |
| 5. <u>POJOAQUE</u> | Ridership FY13 = 3,167 |
| 6. <u>SAN ILDEFONSO</u> | Ridership FY13 = 3,347 |
| 7. <u>SANTA CLARA</u> | Ridership FY13 = 7,022 |
| 8. <u>TESUQUE</u> | Ridership FY 13 = 7,524 |
| 9. <u>POJOAQUE DEMAND</u> | Ridership FY13 = 3,515 |
| 10. <u>599 RAILRUNNER STATION/
TURQUOISE TRAIL</u> | Ridership FY13 = 5,899 |
| 11. <u>EDGEWOOD TO SANTA FE</u> | Ridership FY13 = 7,568 |

III. ROUTES REQUESTED BY SANTA FE COUNTY

1. ROUTE 270 GOLDEN EXTENSION OF NM 599
RAILRUNNER/TURQUOISE TRAIL TO GOLDEN (SIX MONTH TRIAL)
2. ROUTE 299 LA CIENEGA/LAS GOLONDRINAS

Total FY13 Ridership for Santa Fe County was approximately 227,190

*The Los Alamos to Pojoaque route is part of the Los Alamos to Espanola route and the ridership numbers reflect the total route numbers.



Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: August 1, 2014

Agenda Item - D

Title: Resolution No. 2014-15 4th Quarter Financial Report for FY14

Prepared By: Glenda Aragon, NCRTD Finance Director

Summary: New Mexico law requires the Local Government Division (LGD) of the Department of Finance and Administration to make rules and regulations relating to budgets, records, reports, and the disbursement of public monies, including transfers between funds. One of the LGD's primary responsibilities is to review financial reports to include analyzing current financial conditions to detect financial difficulties early and to ensure that each entity maintains financial stability.

Background: It is required by LGD that the 4th quarter financial report submittal be accompanied with an approved resolution by the Board of Directors.

Recommended Action: It is recommended that the Board move to adopt Resolution No. 2014-15 adopting the 4th quarter financial report

Options/Alternatives: None

Fiscal Impact: N/A

Attachments:

- DFA 4th Quarter financial report
- Resolution 2014-15

DEPARTMENT OF FINANCE AND ADMINISTRATION
 LOCAL GOVERNMENT DIVISION
 BUDGET AND FINANCE BUREAU
SPECIAL DISTRICT FINANCIAL QUARTERLY REPORT

SUBMIT TO LOCAL GOVERNMENT DIVISION NOT LATER
 THAN ONE MONTH AFTER THE CLOSE OF EACH QUARTER.
 I HEREBY CERTIFY THAT THE CONTENTS IN THIS
 REPORT ARE TRUE AND CORRECT TO THE BEST OF
 MY KNOWLEDGE.

Special District: North Central Regional Transit District
 Period Ending: 6/30/2014
 Prepared by: Glenda Aragon
 Notes:

YEAR TO DATE TRANSACTIONS PER BOOKS

Fund #	FUND (1)	CASH BALANCE PER BOOKS July 1, 2012 (3)	REVENUES TO DATE (4)	NET TRANSFERS (5)	EXPENDITURES TO DATE (6)	BOOK BALANCE END OF PERIOD (7)	Less: OUTSTANDING CHECKS (8)	ADD: DEPOSITS IN TRANSIT (9)	ADJUSTMENTS (10)	ADJUSTED BALANCE END OF PERIOD (11)	BALANCE PER BANK STATEMENTS (12)	DIFFERENCE (13)
101	Los Alamos National Bank	6,984,600.66	9,554,544.00	(2,824,199.00)	15,092,253.47	(1,377,307.81)	206,056.64	0.00	0.00	(1,583,364.45)	1,446,891.19	-3,030,255.64
102	Bank of America	138,866.50	77.60	0.00	0.00	138,944.10	0.00	0.00	0.00	138,944.10	138,931.19	12.91
103	State Employees Credit Union	50.00				50.00				50.00	50.00	0.00
						0.00				0.00		0.00
						0.00				0.00		0.00
						0.00				0.00		0.00
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						0.00				0.00		0.00
						0.00				0.00		0.00
	SUB-TOTAL	7,123,517.16	9,554,621.60	(2,824,199.00)	15,092,253.47	(1,238,313.71)	206,056.64	0.00	0.00	(1,032,257.07)	1,585,872.38	-2,618,129.45
												0.00
	INVESTMENTS					0.00				0.00		0.00
	LGIP	0.00	1,901,630.58			1,901,630.58	0.00	0.00	0.00	1,901,796.93	1,901,796.93	0.00
	Los Alamos National Bank		123.31	2,824,199.00		2,824,322.31	0.00	2,784.00	0.00	2,827,106.31	2,824,322.31	2784.00
	Guadalupe Credit Union		250,286.74			250,286.74	0.00	0.00	0.00	250,286.74	250,286.74	0.00
	US New Mexico FCU		250,336.21			250,336.21	0.00	0.00	0.00	250,624.06	250,624.06	0.00
	Sunrise Bank		250,205.54			250,205.54	0.00	0.00	0.00	250,205.54	250,205.54	0.00
	State Employees Credit Union		250,463.52			250,463.52	0.00	0.00	0.00	250,463.52	250,463.52	0.00
	Washington Federal Bank		250,328.98			250,328.98	0.00	0.00	0.00	250,328.98	250,328.98	0.00
						0.00				0.00		0.00
						0.00				0.00		0.00
						0.00				0.00		0.00
						0.00				0.00		0.00
						0.00				0.00		0.00
						0.00				0.00		0.00
						0.00				0.00		0.00
						0.00				0.00		0.00
						0.00				0.00		0.00
						0.00				0.00		0.00
						0.00				0.00		0.00
						0.00				0.00		0.00
						0.00				0.00		0.00
	SUB-TOTAL INVESTMENTS	0.00	3,153,374.88	2,824,199.00	0.00	5,977,573.88						
	GRAND TOTAL	\$7,123,517.16	\$12,707,996.48	\$0.00	\$15,092,253.47	\$4,739,260.17	\$0.00	\$0.00	\$0.00	\$0.00	\$7,563,900.46	(\$2,615,345.45)

RECAP

FUND	CURRENT QUARTER	TO DATE	APPROVED BUDGET	% OF BUDGET
REVENUES:				0%
CASH BALANCE BUDGETED			0.00	
FARES	3,056.10	12,048.01	0.00	
CHARTER SERVICE				0%
GRANTS	358,502.52	1,674,966.50	2,121,199.70	79%
INTEREST	38.85	2,903.56	-	0%
GRT REVENUE	1,160,287.38	6,371,537.69	6,720,765.00	95%
LA CONTRIBUTION - LOCAL MATCH	0.00	450,000.00	450,000.00	100%
INSURANCE RECOVERY	0.00	17,832.89	-	0%
MISCELLANEOUS REVENUE	0.00	394.96	-	0%
AUCTIONED VEHICLES/ITEMS	5,000.00	6,402.00	30,000.00	0%
ADVERTISING REVENUE	928.75	9,853.75	10,000.00	0%
TOTAL REVENUE	1,527,813.60	8,545,939.36	9,331,964.70	92%
TRANSFERS: IN/(OUT)				0%
NET TRANSFERS	0	0	0	0%
EXPENDITURES:				
SALARIES	516,111.80	1,741,909.14	1,902,117.00	92%
FRINGE BENEFITS	177,030.86	607,421.99	718,206.00	85%
INSURANCE PREMIUMS	28,388.48	201,195.73	242,459.00	83%
CONTRACTUAL SERVICES	75,621.14	323,799.28	401,300.00	81%
AUDIT	-	23,219.00	23,433.00	99%
GRT OBLIGATIONS	1,685,457.21	4,007,811.51	4,242,874.00	94%
EQUIPMENT REPAIR/MAINTENANCE	239.80	9,221.02	10,300.00	90%
ADMINISTRATIVE EXPENSES	39,221.12	116,731.01	167,895.00	70%
TELEPHONE	2,407.99	10,754.18	8,080.00	133%
CELL PHONE	1,310.38	4,291.75	5,978.00	72%
TRAVEL	17,567.91	29,243.42	34,712.00	84%
BUILDING MAINTENANCE	2,206.48	7,248.61	15,000.00	48%
UNIFORMS	-	-	14,300.00	0%
OFFICE RENT & OTHER RENT	2,295.00	7,803.00	5,400.00	145%
MISCELLANEOUS RESERVE	-	-	-	0%
UTILITIES	6,828.08	24,300.56	31,200.00	78%
FUEL	108,496.52	401,675.03	430,000.00	93%
SHOP SUPPLIES	2,509.16	7,459.31	7,000.00	107%
PHYSICALS & DRUG TESTING	1,031.04	2,667.92	7,500.00	36%
OIL & LUBRICANTS	4,447.86	14,920.09	15,000.00	99%
VEHICLE MAINTENANCE	42,376.08	168,331.44	138,960.00	121%
TIRES	10,679.62	26,729.22	30,000.00	89%
CAPITAL - Building	-	5,916.00	8,000.00	74%
CAPITAL - Furniture/Fixtures	4,387.00	17,591.33	4,750.00	0%
CAPITAL - Busses	311,678.00	311,678.00	356,000.00	88%
CAPTIAL - Other	147,984.91	395,845.16	511,500.00	77%
TOTAL EXPENDITURES	3,188,276.44	8,467,763.70	9,331,964.00	91%

638,136.75 638,136.75



North Central Regional Transit District (NCRTD)

Resolution 2014-15

Approving the 4th Quarter Financial Report for FY14

WHEREAS, the Governing body in and for the NCRTD, is required to approve the 4th quarter financial report as of June 30, 2014; and

WHEREAS, said financial reports present revenues, transfers and expenditures as reflected on the attached pages, and incorporated herein by reference, as of June 30, 2014

NOW, THEREFORE, BE IT RESOLVED THAT after conducting a public hearing the Board of Directors of the NCRTD, hereby approves the 4th quarter financial reports as of June 30, 2014 to be submitted to the Local Government Division of the New Mexico Department of Finance and Administration.

PASSED, APPROVED AND ADOPTED BY THE GOVERNING BODY OF THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT ON THIS 1ST DAY OF AUGUST, 2014.

Daniel Barrone, Chair

Approved as to form:

Peter Dwyer, Counsel



Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: August 1, 2014

Agenda Item - E

Title:

Resolution 2014-16 Authorizing the NCRTD Staff to apply for Federal funding through the FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative for a Maintenance Facility, Wash Bay, and Fueling Station.

Prepared By:

Stacey McGuire, Projects and Grants Specialist

Summary:

NCRTD Staff is seeking Board approval to apply for FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative grant funding for a Maintenance Facility, Wash Bay, and Fueling Station.

Background:

The construction of the Transit Maintenance Facility will include a Vehicle Maintenance Garage, a Vehicle Wash Bay and a Fueling Station, to fulfill current needs as well as being capable of accommodating future operations and fleet expansion. Current fleet inventory is approximately 45 vehicles, ranging in size from 40 foot buses to 5-passenger transport vans and standard-size vehicles. Fleet expansion is anticipated to be one (1) to two (2) vehicles annually. The Maintenance Facility complex will be situated on the existing approximately 7 acre site adjacent to the Jim West Regional Transit Center and Vehicle Parking Yard. Work will include site preparation, geotechnical evaluation and preparation, environmental assessment, conceptual design, and planning. The facility-to-be design team will maximize utilization of green building energy saving facility standards wherever possible.

The Board of Directors authorized the Staff to move forward with the conceptual design at their February 1, 2013 meeting, with the design contract ultimately awarded to Huitt-Zollars in July 2013. At the March 2014 Board meeting, Huitt-Zollars presented its design findings and construction and general cost estimates. Site assessments and soil borings have been completed. Upon completion of a final design and bidding, the Maintenance Facility Complex will be shovel-ready.

Recommended Action:

It is recommended that the Board move to adopt Resolution 2014-16 Authorizing the NCRTD Staff to apply for Federal funding through the FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative for a Maintenance Facility, Wash Bay, and Fueling Station. The FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative grant application deadline is August 4, 2014. However, as a rural entity, in order for the NCRTD to apply, it had to submit its projects within a consolidated state application. NMDOT designated a deadline for application submittal to be July 17, 2014. As a result of the federal and state timelines for this grant program, Staff in good faith submitted an application to NMDOT so as to not miss the opportunity.

Options/Alternatives:

- Board approval to adopt Resolution 2014-16 Authorizing the NCRTD Staff to apply for Federal funding through the FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative for a Maintenance Facility, Wash Bay, and Fueling Station; or
- Do not apply for the FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative, direct staff to seek alternative funding sources; or
- Do nothing; do not attempt to procure funds to construct a Maintenance Facility Complex.

Fiscal Impact:

FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative funds will provide up to 80% of the cost of the project, with the local match requirement at 20%.

The NCRTD will be requesting 5309 funds for the Maintenance Facility, Fueling Station and Vehicle Wash Bay for the approximate amount of \$4,936,842 (assuming an NCRTD match of 20% or \$1,234,210; estimated total project cost is \$6,171,052). This possible award would significantly impact the overall cost of the project as well as potentially improve the ultimate construction and implementation timeline.

Attachments:

- FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative NOFA
- Resolution No. 2014-16



North Central Regional Transit District (NCRTD)

Resolution 2014-16

A RESOLUTION AUTHORIZING THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT TO APPLY FOR FEDERAL FUNDING THROUGH THE FFY2014 5309 BUS AND BUS FACILITIES LADDERS OF OPPORTUNITY INITIATIVE GRANT PROGRAM FOR A MAINTENANCE FACILITY, WASH BAY, AND FUELING STATION

WHEREAS, the USDOT issued a notice for funding availability for the FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative grant program on June 4, 2014; and

WHEREAS, applications for consideration under the FFY2014 5309 grant program are due to FTA August 4, 2014; and

WHEREAS, a rural agency application must be a part of a consolidated state application;

WHEREAS, the New Mexico Department of Transportation (NMDOT) required project application submittal by July 17, 2014 for inclusion in its consolidated application; and

WHEREAS, the NCRTD has identified capital improvements related to the efficient and effective day-to-day operations and maintenance of fleet; and

WHEREAS, the NCRTD was created through legislative enactment (NMSA 1978, Section 73-25-1 et seq.); and

WHEREAS, the NCRTD is a sub-division of the State of New Mexico; and

WHEREAS, the NCRTD was approved and certified by the New Mexico Department of Transportation on the 14th day of September 2004;

NOW, THEREFORE, BE IT RESOLVED by the NCRTD Board that the request for NCRTD Board authorization and support of Staff submitting for a FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity grant to fund a new Maintenance Facility, Wash Bay, and Fueling Station, is approved.

PASSED, APPROVED AND ADOPTED BY THE GOVERNING BODY OF THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT ON THIS 1ST DAY OF AUGUST, 2014.

Daniel Barrone, Chairman

Approved as to form:

Peter Dwyer, Counsel

Description of Relief Sought: NorthStar Trekking, LLC is seeking relief from equipping its helicopters with floats.
[FR Doc. 2014-12861 Filed 6-3-14; 8:45 am]

BILLING CODE 4910-13-P

DEPARTMENT OF TRANSPORTATION

Federal Transit Administration

Discretionary Funding Opportunities: Prior Year Section 5309 Bus and Bus Facilities Program (Ladders of Opportunity Initiative)

AGENCY: Federal Transit Administration (FTA), DOT.

ACTION: Notice of Funding Availability for FTA Bus and Bus Facilities Program, Ladders of Opportunity Initiative: Solicitation of Project Proposals.

SUMMARY: The Federal Transit Administration (FTA) announces the availability of prior year Section 5309 Bus and Bus Facilities Program discretionary funds for the Ladders of Opportunity Initiative in Fiscal Year (FY) 2014.

FTA will make available approximately \$100 million from recoveries from the Section 5309 Bus and Bus Facilities Program authorized by the Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (SAFETEA-LU), Public Law 109-59 and prior authorizations. Additional recoveries or other unallocated program funding may result in additional funding for proposals submitted under this notice.

This notice solicits proposals to compete for funding under the aforementioned program and initiatives, and includes the priorities established by FTA for these discretionary funds, the criteria FTA will use to identify meritorious projects for funding, and the description of how to apply for funding under these discretionary programs. This announcement is available on the FTA Web site at: <http://www.fta.dot.gov>. A synopsis of this funding opportunity will be posted in the FIND module of the government-wide electronic grants Web site at <http://www.GRANTS.GOV>. FTA will announce final selections on the FTA Web site and may also announce selections in the **Federal Register**.

DATES: Complete proposals are due by 11:59 p.m. EDT on August 4, 2014; all proposals must be submitted electronically through the GRANTS.GOV APPLY function. Any agency intending to apply should initiate the process of registering on the GRANTS.GOV site immediately to ensure completion of registration before

the submission deadline. Instructions for applying can be found on FTA's Web site at <http://www.fta.dot.govbus> and <http://fta.dot.govcleanfuels> and in the "FIND" module of GRANTS.GOV.

FOR FURTHER INFORMATION CONTACT:

Contact the appropriate FTA Regional Office found at <http://www.fta.dot.gov> for proposal-specific information and issues. For program-specific questions about applying for the programs outlined in this notice, please contact Sam Snead, Federal Transit Administration, phone: (202) 366-1089, fax: (202) 366-3475, or email, Samuel.Snead@dot.gov. A TDD is available at 1-800-877-8339 (TDDFIRS).

SUPPLEMENTARY INFORMATION:

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- III. Proposal and Submission Information for All Programs and Initiatives
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- V. Agency Contacts and Technical Assistance

I. FTA Discretionary Program Overview

A. Authority

Bus and Bus Facilities Program

Section 5309(b) of Title 49, United States Code, as amended by Section 3011 of SAFETEA-LU, authorized FTA's Bus and Bus Facilities program as follows: "The Secretary may make grants under this section to assist State and local governmental authorities in financing . . . capital projects to replace, rehabilitate, and purchase buses and related equipment and to construct bus-related facilities, including programs of bus and bus-related projects for assistance to subrecipients that are public agencies, private companies engaged in public transportation, or private non-profit organizations."

While this program was not continued under the Moving Ahead for Progress in the 21st Century Act (MAP-21), funds are still available under this authority as a result of lapses in allocations or deobligations of funds originally made available prior to enactment of MAP-21.

B. Policy Priorities

Public transportation supports the development of communities, providing effective and reliable transportation options that increase access to jobs, recreation, health and social services, entertainment, educational

opportunities, and other activities of daily life, while also improving mobility within and among these communities. Through various initiatives and legislative changes over the last fifteen years, FTA has allowed and encouraged projects that help integrate transit into a community through neighborhood improvements and enhancements to transportation facilities or services; make improvements to areas adjacent to public transit facilities that may facilitate mobility needs of transit users; or support other infrastructure investments that enhance the use of transit and other transportation options for the community.

This funding opportunity is a Ladders of Opportunity Initiative, which is designed to invest in projects that improve the mobility of Americans with transportation disadvantages and allow them a better chance of climbing Ladders of Opportunity towards economic self-determination. It focuses on serving groups for whom finding and maintaining stable, uplifting employment has long been an intransigent problem. The Ladders of Opportunity Initiative will invest in projects that fulfill the following principles:

1. Enhance Access to Work

Improve access for Americans with transportation disadvantages through reliable and timely access to employment centers, educational and training opportunities, services and other basic needs of workers.

2. Provide More Transportation Choices

Develop safe, reliable, and economical transportation choices to decrease household transportation costs, reduce our nation's dependence on foreign oil, improve air quality, reduce greenhouse gas emissions and promote public health.

3. Support Existing Communities

Target Federal funding toward existing communities to increase community revitalization, improve the efficiency of public works investments, and safeguard rural communities.

4. Support Economic Opportunities

Improve economic opportunities by linking capital investments with local workforce development.

5. Support Partnerships

The forming of strong federal and local partnerships to address the mobility challenge. This includes bringing local workforce development, training, education, veterans, transportation and planning

stakeholders together with representation of key customer groups (people with low-incomes, people with disabilities, youths, veterans, elderly populations, etc.) to formulate a plan to address building Ladders of Opportunity in an area. Under MAP-21, Job Access projects were no longer required to be included in the locally coordinated public transit human services transportation plan (coordinated plan). However, to the extent that local areas address access to economic opportunity consistent with the Ladders of Opportunity policy priorities in the coordinated planning process, eligible projects derived from the coordinated planning effort could be considered for funding in this program.

II. Discretionary Program Initiative

A. Program Description and Purpose

This Ladders of Opportunity Initiative makes funds available to public transportation providers to finance capital projects to replace, rehabilitate, and purchase buses and related equipment and to construct bus-related facilities, including programs of bus and bus-related projects for assistance to subrecipients that are public agencies, private companies engaged in public transportation, or private non-profit organizations. Projects may include costs incidental to the acquisition of buses or to the construction of facilities, such as the costs of related workforce development and training activities, and project development.

B. Eligibility Information

1. Eligible Applicants

“Direct Recipients” within the meaning of FTA’s Section 5307 Urbanized Area Formula program, States, or Indian Tribes are eligible to submit proposals for this initiative. Except for projects proposed by Indian Tribes, proposals for funding eligible projects in rural (nonurbanized) areas must be submitted as part of a consolidated State proposal. States and Direct Recipients may also submit consolidated proposals for projects in urbanized areas.

Proposals shall contain projects to be implemented by the Recipient or its subrecipients. Eligible subrecipients include public agencies, private non-profit organizations, and private providers engaged in public transportation.

2. Eligible Expenses

Projects eligible for funding are capital projects such as: purchase, replacement, or rehabilitation of buses and vans, bus related equipment

(including ITS, fare equipment, communication devices); and replacement, construction, expansion or rehabilitation of bus-related facilities (including administrative, maintenance, transfer, and intermodal facilities), and costs incidental to these purposes. In order to be eligible for funding, intermodal facilities must have adjacent connectivity with bus service.

Funds made available under this initiative may not be used to fund operating expenses, preventive maintenance, or other expanded capital eligibility items such as security drills or the establishment of a debt service reserve. However, costs incidental to the acquisition of buses, or construction of a facility (such as workforce development activities designed to ensure that current or future employees are properly trained in the use of the equipment or facility or project development related to deployment of the equipment or facility) may be eligible. Funds also may not be used to reimburse projects that have incurred previous expenses absent evidence that FTA issued a Letter of No Prejudice (LONP) for the project before the costs were incurred. Funds may not be used for projects where funds are already obligated in a grant. There is no blanket pre-award authority for projects to be funded under this announcement, although such authority will be granted when selected projects are identified in a subsequent **Federal Register** Notice.

3. Cost Sharing

Pursuant to 49 U.S.C. 5309(h)(1) under SAFETEA-LU, costs will be shared at the following ratio: 80 percent Federal/20 percent local contribution. FTA will not approve deferred local share requests under this program. Pursuant to 49 U.S.C. 5323(i)(1), the Federal share may exceed 80 percent for certain projects related to the Americans with Disabilities Act (ADA) (42 U.S.C. 12101, *et seq.*); and the Clean Air Act (CAA) (42 U.S.C. 7401, *et seq.*), as follows: (1) For vehicles acquired for purposes of complying with the ADA or CAA the Federal Share is 85 percent; (2) Federal share is 90 percent for the net project cost of vehicle-related equipment or facilities attributable to compliance with the ADA or CAA. The award recipient must itemize the cost of specific, discrete, equipment or facility-related items being purchased to be in compliance with the ADA or the CAA in order to qualify for the Federal share of 90 percent of the cost for these itemized elements.

A Federal share of 90 percent may also be applied to projects to provide access for bicycles to public

transportation facilities, to provide shelters and parking facilities for bicycles in or around public transportation facilities, or to install equipment for transporting bicycles on public transportation vehicles. 49 USC 5319.

C. Evaluation Criteria, Review and Selection

1. Project Evaluation Criteria

FTA will evaluate projects based on the proposals submitted according to the following criteria. Each proposer is encouraged to demonstrate the responsiveness of a project to all of the selection criteria with the most relevant information that the proposer can provide, regardless of whether such information has been specifically requested or identified in this notice. FTA will assess the extent to which a project addresses the following criteria.

i. Support of Ladders of Opportunity Policy Priorities

FTA will evaluate each project to determine how it supports the following five Ladders of Opportunity Principles:

- Enhance access to work. FTA will evaluate whether the project will improve access for Americans with transportation disadvantages through reliable and timely access to employment centers, educational opportunities, services and other basic needs of workers.
- Provides More Transportation Choices. FTA will evaluate whether the project will significantly enhance user mobility through the creation of more convenient transportation options for travelers;
- Support Existing Communities. FTA will evaluate whether the project will increase community revitalization, improve the efficiency of public works investments or safeguard rural communities.
- Support Economic Opportunities. FTA will evaluate whether the project improves economic opportunities by linking capital investments with local workforce development.
- Support partnerships. FTA will evaluate the extent the applicant will form strong federal and local partnerships to address the mobility challenge. This includes the extent the applicant has or will bring local workforce development, training, education, veterans, transportation and planning stakeholders together with representation of key customer groups (people with low-incomes, people with disabilities, youths, veterans, elderly populations, etc.) to formulate a plan to address building Ladders of Opportunity in an area.

ii. Demonstration of Need

FTA will evaluate each project to determine its needs for resources. In addition to the project-specific criteria below, this will include evaluating the project's impact on service delivery and whether the project represents a one-time or periodic need that cannot reasonably be funded from FTA program formula allocations or State and/or local resources.

a. For bus projects (replacement, rehabilitation or expansion):

- The age of the asset to be replaced or rehabilitated by the proposed project, relative to its useful life.

- The degree to which the proposed project addresses a demonstrated and verifiable backlog of deferred maintenance.

- Consistency with the proposer's bus fleet management plan.

- Condition and performance of the asset to be replaced by the proposed project, as ascertained through field inspections or otherwise, if available.

- For expansion requests, the degree to which the proposed project will have a significant impact on service delivery and evidence of need for additional capacity to address Ladder of Opportunity Policy priorities.

- The project conforms to FTA's spare ratio guidelines.

b. For bus facility and equipment projects (replacement and/or expansion):

- The age of the asset to be rehabilitated or replaced relative to its useful life.

- The degree to which the proposed project addresses a demonstrated and verifiable backlog of deferred maintenance.

- The degree to which the proposed project will enable the agency to improve the maintenance and condition of the agency's fleet and/or other related transit assets.

- For expansion requests, the degree to which the proposed project addresses a current capacity constraint that is limiting the ability of the agency to address the policy priorities of the Ladders of Opportunity program that are listed above.

c. Planning and Local/Regional Prioritization: The extent to which the proposed project is consistent with planning documents and local priorities. This will involve assessing whether:

- Project is consistent with the transit priorities identified in the long range plan and/or contingency/illustrative projects or local coordinated plan. Proposer should note if project could not be included in the financially

constrained Transportation Improvement Program (TIP)/Statewide Transportation Improvement Program (STIP) due to lack of funding (if selected, project must be in TIP and STIP before grant award).

- Local support is demonstrated by availability of local match and letters of support for the project.

- In an area with more than one transit operator, the proposal demonstrates coordination with, and support of, other transit operators, or other related projects within the proposer's Metropolitan Planning Organization (MPO) or the geographic region within which the proposed project will operate.

d. Project Readiness: The extent to which the project is ready to implement. FTA will assess whether:

- The project qualifies for a Categorical Exclusion (CE) or the required environmental work has been initiated or completed for construction projects requiring an Environmental Assessment (EA) or Environmental Impact Statement (EIS) under, among others, the National Environmental Policy Act of 1969, as amended.

- Project implementation plans are complete, including initial design of facilities projects.

- The TIP and/or STIP can be amended (evidenced by MPO/State endorsement).

- Project funds can be obligated and the project implemented quickly, if selected (within 12 months from time of award).

- The applicant demonstrates the ability to carry out the proposed project successfully.

- If the project is multimodal in nature, the proposal demonstrates coordination with and support of other transportation modes and partners.

e. Technical, legal, and financial capacity to implement the particular project proposed: FTA will evaluate whether:

- The proposer has the technical capacity to administer the project.

- For fleet replacement, the acquisition is consistent with the bus fleet management plan.

- There are no outstanding legal, technical, or financial issues with the grantee that would make this a high-risk project to implement quickly.

- The proposer has adequate financial systems in place and has identified the source of local match if selected (no deferred local share will be allowed).

- The grantee is in fundable status for grant-making purposes.

2. Review and Selection Process

In addition to other FTA staff that may review the proposals, a technical

evaluation committee will review proposals under the project evaluation criteria. Members of the technical evaluation committee and other involved FTA staff reserve the right to screen and rate the applications it receives and to seek clarification from any applicant about any statement in its application that FTA finds ambiguous and/or request additional documentation to be considered during the evaluation process to clarify information contained within the proposal.

After consideration of the findings of the technical evaluation committee, the FTA Administrator will determine the final selection and amount of funding for each project. Geographic diversity and the applicant's receipt of other discretionary awards may be considered in FTA's award decisions.

III. Proposal and Submission Information

A. Proposal Submission Process

Project proposals must be submitted electronically through <http://www.GRANTS.GOV> by the established due date. Mail and fax submissions will not be accepted. A complete proposal submission will consist of at least two files: (1) The SF 424 Mandatory form (downloaded from GRANTS.GOV) and (2) the supplemental form found on the FTA Web site at <http://www.fta.gov>. The supplemental form provides guidance and a consistent format for proposers to respond to the criteria outlined in this NOFA. Once completed, the supplemental form must be placed in the attachments section of the SF 424 Mandatory form. Proposers must use the correct supplemental form and attach it to their submission in GRANTS.GOV to successfully complete the application process. A proposal submission may contain additional supporting documentation as attachments.

Within 24–48 hours after submitting an electronic application, the applicant should receive three email messages from GRANTS.GOV: (1) Confirmation of successful transmission to GRANTS.GOV, (2) confirmation of successful validation by GRANTS.GOV and (3) confirmation of successful validation by FTA. If confirmations of successful validation are not received and a notice of failed validation or incomplete materials is received, the applicant must address the reason for the failed validation, as described in the notice, and resubmit before the submission deadline. If making a resubmission for any reason, include all original attachments regardless of which attachments were updated and check

the box on the supplemental form indicating this is a resubmission.

Complete instructions on the application process can be found at <http://www.fta.gov>. Important: FTA urges proposers to submit their applications at least 72 hours prior to the due date to allow time to receive the validation message and to correct any problems that may have caused a rejection notification. Submissions after the stated submission deadlines will not be accepted. GRANTS.GOV scheduled maintenance and outage times are announced on the GRANTS.GOV Web site <http://www.GRANTS.GOV>. Deadlines will not be extended due to scheduled maintenance or outages.

B. Proposal Content

Proposers may submit one proposal for each project or one proposal containing multiple projects. Proposers submitting multiple projects in one proposal must be sure to clearly define each project by completing a supplemental form for each project. Supplemental forms must be added within the proposal by clicking the "add project" button in Section II of the supplemental form.

Information such as proposer name, federal amount requested, local match amount, description of areas served, etc. may be requested in varying degrees of detail on both the SF 424 form and supplemental form. All fields are required unless stated otherwise on the forms. Use both the "Check Package for Errors" and the "Validate Form" validation buttons on both forms to check all required fields on the forms. Ensure that the federal and local amounts specified are consistent.

1. Applicant Information

This provides basic sponsor identifying information:

- i. Applicant name and FTA recipient ID number.
- ii. Applicant eligibility information,
- iii. A general description of services provided by the agency including ridership, fleet size, areas served, etc.

2. Project Information/Evaluation Criteria

At a minimum, every proposal must:

- i. Submit an SF-424 with the correct supplemental form attached.
- ii. Describe concisely, but completely, the project scope to be funded. FTA may elect to fund only part of some project proposals. If applicable, the scope should be declared as "scalable" with specific components of independent utility clearly identified.

iii. Address each of the evaluation criteria separately, demonstrating how the project responds to each criterion.

iv. Provide a line-item budget for the total project, with enough detail to indicate the various key components of the project. As FTA may elect to fund only part of some project proposals, the budget should provide for the minimum amount necessary to fund specific project components of independent utility.

v. Provide the Federal amount requested.

vi. Document the matching funds, including amount and source of the match, demonstrating strong local or private sector financial participation in the project.

vii. Provide support documentation, including financial statements, bond-ratings, and documents supporting the commitment of non-federal funding to the project, or a timeframe upon which those commitments would be made.

viii. Provide a project time-line, including significant milestones such as the date anticipated to issue a request for proposals for vehicles, or contract for purchase of vehicle(s), and actual or expected delivery date of vehicles, or notice of request for proposal and notice to proceed for capital construction/rehabilitation projects.

C. Submission Dates and Times

Complete proposals for the Ladders of Opportunity Initiative must be submitted electronically through the GRANTS.GOV Web site by 11:59 p.m. EDT on August 4, 2014. Proposers are encouraged to begin the process of registration on the GRANTS.GOV site well in advance of the submission deadline. Registration is a multi-step process, which may take several weeks to complete before an application can be submitted. Registered proposers may still be required to take steps to keep their registration up to date before submissions can be made successfully: (1) Registration in the Central Contractor Repository (CCR) is renewed annually and (2) persons making submissions on behalf of the Authorized Organization Representative (AOR) must be authorized in GRANTS.GOV by the AOR to make submissions.

D. Award Information

Federal transit funds are available to Federally recognized tribes and State or local governmental authorities as recipients and other public transportation providers as subrecipients. There is no monetary floor or upper limit for any single grant award; however, FTA intends to fund as many meritorious projects as possible.

In addition, geographic diversity and the applicant's receipt of other discretionary awards may be considered in FTA's award decisions. Consistent with 49 U.S.C. Section 5309(m)(8), as amended by SAFETEA-LU, the Secretary shall consider the age and condition of buses, bus fleets, and bus-related facilities and equipment of proposers in its award of Bus and Bus Facility grants.

E. Funding Restrictions

Only proposals from eligible recipients for eligible activities will be considered for funding. Due to funding limitations, proposers that are selected for funding may receive less than the amount originally requested.

IV. Award Administration

A. Award Notices

At the time the project selections are announced, FTA will extend pre-award authority for the selected projects. There is no blanket pre-award authority for these projects before announcement.

B. Administrative and National Policy Requirements

1. Grant Requirements

If selected, applicants will apply for a grant through TEAM and adhere to the customary FTA grant requirements of the Section 5309 Bus and Bus Facilities program, including those of FTA Circular 9300.1B, Circular 5010.1D, and the labor protections of 49 U.S.C. Section 5333(b). All discretionary grants, regardless of award amount, will be subject to the Congressional Notification and release process. Technical assistance regarding these requirements is available from each FTA regional office.

2. Planning

FTA encourages proposers to notify the appropriate State Departments of Transportation and MPO in areas likely to be served by the project funds made available under these initiatives and programs. Selected projects must be incorporated into the long-range plans and transportation improvement programs of States and metropolitan areas before they are eligible for FTA funding.

3. Standard Assurances

The applicant assures that it will comply with all applicable Federal statutes, regulations, executive orders, FTA circulars, and other Federal administrative requirements in carrying out any project supported by the FTA grant. The applicant acknowledges that it is under a continuing obligation to

comply with the terms and conditions of the grant agreement issued for its project with FTA. The applicant understands that Federal laws, regulations, policies, and administrative practices might be modified from time to time and may affect the implementation of the project. The applicant agrees that the most recent Federal requirements will apply to the project, unless FTA issues a written determination otherwise. The applicant must submit the Certifications and Assurances before receiving a grant if it does not have current certifications on file.

4. Reporting

Post-award reporting requirements include submission of Federal Financial Reports and Milestone Reports in TEAM on a quarterly basis for all projects. Documentation is required for payment.

V. Agency Contacts and Technical Assistance

Contact the appropriate FTA Regional Office at <http://www.fta.dot.gov> for proposal-specific information and issues. For general program information, please use the contacts for each program identified in the front of this notice. Please contact the Grants.gov Helpdesk for assistance with electronic applications at <http://www.grants.gov>. You may also contact support@grants.gov or call toll free (800) 518-4726.

For additional technical assistance, FTA will post answers to commonly asked questions at <http://www.fta.gov>. FTA also expects to conduct webinars during the application period and will post this information on its Web site.

Issued in Washington, DC, this 29th day of May, 2014.

Dorval Carter, Jr.,
General Counsel.

[FR Doc. 2014-12925 Filed 6-3-14; 8:45 am]

BILLING CODE 4910-57-P

DEPARTMENT OF TRANSPORTATION

Maritime Administration

[Docket No. MARAD-2014-0080]

Requested Administrative Waiver of the Coastwise Trade Laws: Vessel ATTITUDE; Invitation for Public Comments

AGENCY: Maritime Administration, Department of Transportation.

ACTION: Notice.

SUMMARY: As authorized by 46 U.S.C. 12121, the Secretary of Transportation, as represented by the Maritime

Administration (MARAD), is authorized to grant waivers of the U.S.-build requirement of the coastwise laws under certain circumstances. A request for such a waiver has been received by MARAD. The vessel, and a brief description of the proposed service, is listed below.

DATES: Submit comments on or before July 7, 2014.

ADDRESSES: Comments should refer to docket number MARAD-2014-0080. Written comments may be submitted by hand or by mail to the Docket Clerk, U.S. Department of Transportation, Docket Operations, M-30, West Building Ground Floor, Room W12-140, 1200 New Jersey Avenue SE., Washington, DC 20590. You may also send comments electronically via the Internet at <http://www.regulations.gov>. All comments will become part of this docket and will be available for inspection and copying at the above address between 10 a.m. and 5 p.m., E.T., Monday through Friday, except federal holidays. An electronic version of this document and all documents entered into this docket is available on the World Wide Web at <http://www.regulations.gov>.

FOR FURTHER INFORMATION CONTACT:

Linda Williams, U.S. Department of Transportation, Maritime Administration, 1200 New Jersey Avenue SE., Room W23-453, Washington, DC 20590. Telephone 202-366-0903, Email Linda.Williams@dot.gov.

SUPPLEMENTARY INFORMATION: As described by the applicant the intended service of the vessel ATTITUDE is:

Intended Commercial Use of Vessel: "Sightseeing charters".
Geographic Region: "Florida, Illinois".

The complete application is given in DOT docket MARAD-2014-0080 at <http://www.regulations.gov>. Interested parties may comment on the effect this action may have on U.S. vessel builders or businesses in the U.S. that use U.S.-flag vessels. If MARAD determines, in accordance with 46 U.S.C. 12121 and MARAD's regulations at 46 CFR Part 388, that the issuance of the waiver will have an unduly adverse effect on a U.S.-vessel builder or a business that uses U.S.-flag vessels in that business, a waiver will not be granted. Comments should refer to the docket number of this notice and the vessel name in order for MARAD to properly consider the comments. Comments should also state the commenter's interest in the waiver application, and address the waiver criteria given in § 388.4 of MARAD's regulations at 46 CFR Part 388.

Privacy Act

Anyone is able to search the electronic form of all comments received into any of our dockets by the name of the individual submitting the comment (or signing the comment, if submitted on behalf of an association, business, labor union, etc.). You may review DOT's complete Privacy Act Statement in the **Federal Register** published on April 11, 2000 (Volume 65, Number 70; Pages 19477-78).

By Order of the Maritime Administrator.

Dated: May 29, 2014.

Julie P. Agarwal,

Secretary, Maritime Administration.

[FR Doc. 2014-12964 Filed 6-3-14; 8:45 am]

BILLING CODE 4910-81-P

DEPARTMENT OF TRANSPORTATION

Maritime Administration

[Docket No. MARAD-2014-0081]

Requested Administrative Waiver of the Coastwise Trade Laws: Vessel ARCHANGEL; Invitation for Public Comments

AGENCY: Maritime Administration, Department of Transportation.

ACTION: Notice.

SUMMARY: As authorized by 46 U.S.C. 12121, the Secretary of Transportation, as represented by the Maritime Administration (MARAD), is authorized to grant waivers of the coastwise laws under certain circumstances. A request for such a waiver has been received by MARAD. The vessel, and a brief description of the proposed service, is listed below.

DATES: Submit comments on or before July 7, 2014.

ADDRESSES: Comments should refer to docket number MARAD-2014-0081. Written comments may be submitted by hand or by mail to the Docket Clerk, U.S. Department of Transportation, Docket Operations, M-30, West Building Ground Floor, Room W12-140, 1200 New Jersey Avenue SE., Washington, DC 20590. You may also send comments electronically via the Internet at <http://www.regulations.gov>. All comments will become part of this docket and will be available for inspection and copying at the above address between 10 a.m. and 5 p.m., E.T., Monday through Friday, except federal holidays. An electronic version of this document and all documents entered into this docket is available on the World Wide Web at <http://www.regulations.gov>.



Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: August 1, 2014

Agenda Item - F

Title:

Resolution 2014-17 Authorizing the NCRTD Staff to apply for Federal funding through the FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative for Vehicle Automatic Passenger Counters (APCs).

Prepared By:

Stacey McGuire, Projects and Grants Specialist

Summary:

NCRTD Staff is seeking Board approval to apply for FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative grant funding for Vehicle Automatic Passenger Counters (APCs).

Background:

The Vehicle Automatic Passenger Counters (APCs) System is a valuable component in accessing current ridership data, and it ensures that the information provided is accurate and correct. Also, APCs allow the driver to focus on driving instead of on recording passenger information on the tally sheet. The APCs are used to accurately track passenger boardings and are situated near the entrance of the bus. Again, as ridership continues to grow within the NCRTD, technology such as this will streamline operations, mitigate safety risks and improve our data accuracy and validity. The acquisition of APCs was initially a component of the Intelligent Transportation System contract awarded in July 2013. However, due to limited funding, the APC option was not awarded at that time.

Recommended Action:

It is recommended that the Board move to adopt Resolution 2014-17 Authorizing the NCRTD Staff to apply for Federal funding through the FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative for Vehicle Automatic Passenger Counters. The FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative grant application deadline is August 4, 2014. However, as a rural entity, in order for the NCRTD to apply, it had to submit its project within a consolidated state application. NMDOT designated a deadline for application submittal to be July 17, 2014. As a result of the federal and state

timelines for this grant program, Staff in good faith submitted an application to NMDOT so as to not miss the opportunity.

Options/Alternatives:

- Board approval to adopt Resolution 2014-17 Authorizing the NCRTD Staff to apply for Federal funding through the FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative for a Vehicle Automatic Passenger Counters (APCs); or
- Do not apply for the FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative, direct staff to seek alternative funding sources; or
- Do nothing; do not attempt to procure funds to construct a Vehicle Automatic Passenger Counters (APCs).

Fiscal Impact:

FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative funds provide up to 80% of the cost of the project, with the local match requirement at 20%.

The NCRTD will be requesting 5309 funds for the Vehicle Automatic Passenger Counters (APCs) for the approximate amount of \$282,934 (assuming an NCRTD match contribution of 20% or \$70,733; total estimated project cost is \$353,667). This possible award would significantly impact the overall cost of the project as well as potentially improve the ultimate construction and implementation timeline.

Attachments:

- FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative NOFA
- Resolution No. 2014-17



North Central Regional Transit District (NCRTD)

Resolution 2014-17

A RESOLUTION AUTHORIZING THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT TO APPLY FOR FEDERAL FUNDING THROUGH THE FFY2014 5309 BUS AND BUS FACILITIES LADDERS OF OPPORTUNITY INITIATIVE GRANT PROGRAM FOR VEHICLE AUTOMATIC PASSENGER COUNTERS

WHEREAS, the USDOT issued a notice for funding availability for the FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity Initiative grant program on June 4, 2014; and

WHEREAS, applications for consideration under the FFY2014 5309 grant program are due to FTA August 4, 2014; and

WHEREAS, a rural agency application must be a part of a consolidated state application;

WHEREAS, the New Mexico Department of Transportation (NMDOT) required project application submittal by July 17, 2014 for inclusion in its consolidated application; and

WHEREAS, the NCRTD has identified capital improvements related to the efficient and effective day-to-day operations and maintenance of fleet; and

WHEREAS, the NCRTD was created through legislative enactment (NMSA 1978, Section 73-25-1 et seq.); and

WHEREAS, the NCRTD is a sub-division of the State of New Mexico; and

WHEREAS, the NCRTD was approved and certified by the New Mexico Department of Transportation on the 14th day of September 2004;

NOW, THEREFORE, BE IT RESOLVED by the NCRTD Board that the request for NCRTD Board authorization and support of Staff submitting for a FFY2014 5309 Bus and Bus Facilities Ladders of Opportunity grant to fund Vehicle Automatic Passenger Counters, is approved.

PASSED, APPROVED AND ADOPTED BY THE GOVERNING BODY OF THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT ON THIS 1ST DAY OF AUGUST, 2014.

Daniel Barrone, Chairman

Approved as to form:

Peter Dwyer, Counsel

Description of Relief Sought: NorthStar Trekking, LLC is seeking relief from equipping its helicopters with floats.
[FR Doc. 2014-12861 Filed 6-3-14; 8:45 am]

BILLING CODE 4910-13-P

DEPARTMENT OF TRANSPORTATION

Federal Transit Administration

Discretionary Funding Opportunities: Prior Year Section 5309 Bus and Bus Facilities Program (Ladders of Opportunity Initiative)

AGENCY: Federal Transit Administration (FTA), DOT.

ACTION: Notice of Funding Availability for FTA Bus and Bus Facilities Program, Ladders of Opportunity Initiative: Solicitation of Project Proposals.

SUMMARY: The Federal Transit Administration (FTA) announces the availability of prior year Section 5309 Bus and Bus Facilities Program discretionary funds for the Ladders of Opportunity Initiative in Fiscal Year (FY) 2014.

FTA will make available approximately \$100 million from recoveries from the Section 5309 Bus and Bus Facilities Program authorized by the Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (SAFETEA-LU), Public Law 109-59 and prior authorizations. Additional recoveries or other unallocated program funding may result in additional funding for proposals submitted under this notice.

This notice solicits proposals to compete for funding under the aforementioned program and initiatives, and includes the priorities established by FTA for these discretionary funds, the criteria FTA will use to identify meritorious projects for funding, and the description of how to apply for funding under these discretionary programs. This announcement is available on the FTA Web site at: <http://www.fta.dot.gov>. A synopsis of this funding opportunity will be posted in the FIND module of the government-wide electronic grants Web site at <http://www.GRANTS.GOV>. FTA will announce final selections on the FTA Web site and may also announce selections in the **Federal Register**.

DATES: Complete proposals are due by 11:59 p.m. EDT on August 4, 2014; all proposals must be submitted electronically through the GRANTS.GOV APPLY function. Any agency intending to apply should initiate the process of registering on the GRANTS.GOV site immediately to ensure completion of registration before

the submission deadline. Instructions for applying can be found on FTA's Web site at <http://www.fta.dot.govbus> and <http://fta.dot.govcleanfuels> and in the "FIND" module of GRANTS.GOV.

FOR FURTHER INFORMATION CONTACT:

Contact the appropriate FTA Regional Office found at <http://www.fta.dot.gov> for proposal-specific information and issues. For program-specific questions about applying for the programs outlined in this notice, please contact Sam Snead, Federal Transit Administration, phone: (202) 366-1089, fax: (202) 366-3475, or email, Samuel.Snead@dot.gov. A TDD is available at 1-800-877-8339 (TDDFIRS).

SUPPLEMENTARY INFORMATION:

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I. FTA Discretionary Program Overview

A. Authority

Bus and Bus Facilities Program

Section 5309(b) of Title 49, United States Code, as amended by Section 3011 of SAFETEA-LU, authorized FTA's Bus and Bus Facilities program as follows: "The Secretary may make grants under this section to assist State and local governmental authorities in financing . . . capital projects to replace, rehabilitate, and purchase buses and related equipment and to construct bus-related facilities, including programs of bus and bus-related projects for assistance to subrecipients that are public agencies, private companies engaged in public transportation, or private non-profit organizations."

While this program was not continued under the Moving Ahead for Progress in the 21st Century Act (MAP-21), funds are still available under this authority as a result of lapses in allocations or deobligations of funds originally made available prior to enactment of MAP-21.

B. Policy Priorities

Public transportation supports the development of communities, providing effective and reliable transportation options that increase access to jobs, recreation, health and social services, entertainment, educational

opportunities, and other activities of daily life, while also improving mobility within and among these communities. Through various initiatives and legislative changes over the last fifteen years, FTA has allowed and encouraged projects that help integrate transit into a community through neighborhood improvements and enhancements to transportation facilities or services; make improvements to areas adjacent to public transit facilities that may facilitate mobility needs of transit users; or support other infrastructure investments that enhance the use of transit and other transportation options for the community.

This funding opportunity is a Ladders of Opportunity Initiative, which is designed to invest in projects that improve the mobility of Americans with transportation disadvantages and allow them a better chance of climbing Ladders of Opportunity towards economic self-determination. It focuses on serving groups for whom finding and maintaining stable, uplifting employment has long been an intransigent problem. The Ladders of Opportunity Initiative will invest in projects that fulfill the following principles:

1. Enhance Access to Work

Improve access for Americans with transportation disadvantages through reliable and timely access to employment centers, educational and training opportunities, services and other basic needs of workers.

2. Provide More Transportation Choices

Develop safe, reliable, and economical transportation choices to decrease household transportation costs, reduce our nation's dependence on foreign oil, improve air quality, reduce greenhouse gas emissions and promote public health.

3. Support Existing Communities

Target Federal funding toward existing communities to increase community revitalization, improve the efficiency of public works investments, and safeguard rural communities.

4. Support Economic Opportunities

Improve economic opportunities by linking capital investments with local workforce development.

5. Support Partnerships

The forming of strong federal and local partnerships to address the mobility challenge. This includes bringing local workforce development, training, education, veterans, transportation and planning

stakeholders together with representation of key customer groups (people with low-incomes, people with disabilities, youths, veterans, elderly populations, etc.) to formulate a plan to address building Ladders of Opportunity in an area. Under MAP-21, Job Access projects were no longer required to be included in the locally coordinated public transit human services transportation plan (coordinated plan). However, to the extent that local areas address access to economic opportunity consistent with the Ladders of Opportunity policy priorities in the coordinated planning process, eligible projects derived from the coordinated planning effort could be considered for funding in this program.

II. Discretionary Program Initiative

A. Program Description and Purpose

This Ladders of Opportunity Initiative makes funds available to public transportation providers to finance capital projects to replace, rehabilitate, and purchase buses and related equipment and to construct bus-related facilities, including programs of bus and bus-related projects for assistance to subrecipients that are public agencies, private companies engaged in public transportation, or private non-profit organizations. Projects may include costs incidental to the acquisition of buses or to the construction of facilities, such as the costs of related workforce development and training activities, and project development.

B. Eligibility Information

1. Eligible Applicants

“Direct Recipients” within the meaning of FTA’s Section 5307 Urbanized Area Formula program, States, or Indian Tribes are eligible to submit proposals for this initiative. Except for projects proposed by Indian Tribes, proposals for funding eligible projects in rural (nonurbanized) areas must be submitted as part of a consolidated State proposal. States and Direct Recipients may also submit consolidated proposals for projects in urbanized areas.

Proposals shall contain projects to be implemented by the Recipient or its subrecipients. Eligible subrecipients include public agencies, private non-profit organizations, and private providers engaged in public transportation.

2. Eligible Expenses

Projects eligible for funding are capital projects such as: purchase, replacement, or rehabilitation of buses and vans, bus related equipment

(including ITS, fare equipment, communication devices); and replacement, construction, expansion or rehabilitation of bus-related facilities (including administrative, maintenance, transfer, and intermodal facilities), and costs incidental to these purposes. In order to be eligible for funding, intermodal facilities must have adjacent connectivity with bus service.

Funds made available under this initiative may not be used to fund operating expenses, preventive maintenance, or other expanded capital eligibility items such as security drills or the establishment of a debt service reserve. However, costs incidental to the acquisition of buses, or construction of a facility (such as workforce development activities designed to ensure that current or future employees are properly trained in the use of the equipment or facility or project development related to deployment of the equipment or facility) may be eligible. Funds also may not be used to reimburse projects that have incurred previous expenses absent evidence that FTA issued a Letter of No Prejudice (LONP) for the project before the costs were incurred. Funds may not be used for projects where funds are already obligated in a grant. There is no blanket pre-award authority for projects to be funded under this announcement, although such authority will be granted when selected projects are identified in a subsequent **Federal Register** Notice.

3. Cost Sharing

Pursuant to 49 U.S.C. 5309(h)(1) under SAFETEA-LU, costs will be shared at the following ratio: 80 percent Federal/20 percent local contribution. FTA will not approve deferred local share requests under this program. Pursuant to 49 U.S.C. 5323(i)(1), the Federal share may exceed 80 percent for certain projects related to the Americans with Disabilities Act (ADA) (42 U.S.C. 12101, *et seq.*); and the Clean Air Act (CAA) (42 U.S.C. 7401, *et seq.*), as follows: (1) For vehicles acquired for purposes of complying with the ADA or CAA the Federal Share is 85 percent; (2) Federal share is 90 percent for the net project cost of vehicle-related equipment or facilities attributable to compliance with the ADA or CAA. The award recipient must itemize the cost of specific, discrete, equipment or facility-related items being purchased to be in compliance with the ADA or the CAA in order to qualify for the Federal share of 90 percent of the cost for these itemized elements.

A Federal share of 90 percent may also be applied to projects to provide access for bicycles to public

transportation facilities, to provide shelters and parking facilities for bicycles in or around public transportation facilities, or to install equipment for transporting bicycles on public transportation vehicles. 49 USC 5319.

C. Evaluation Criteria, Review and Selection

1. Project Evaluation Criteria

FTA will evaluate projects based on the proposals submitted according to the following criteria. Each proposer is encouraged to demonstrate the responsiveness of a project to all of the selection criteria with the most relevant information that the proposer can provide, regardless of whether such information has been specifically requested or identified in this notice. FTA will assess the extent to which a project addresses the following criteria.

i. Support of Ladders of Opportunity Policy Priorities

FTA will evaluate each project to determine how it supports the following five Ladders of Opportunity Principles:

- Enhance access to work. FTA will evaluate whether the project will improve access for Americans with transportation disadvantages through reliable and timely access to employment centers, educational opportunities, services and other basic needs of workers.
- Provides More Transportation Choices. FTA will evaluate whether the project will significantly enhance user mobility through the creation of more convenient transportation options for travelers;
- Support Existing Communities. FTA will evaluate whether the project will increase community revitalization, improve the efficiency of public works investments or safeguard rural communities.
- Support Economic Opportunities. FTA will evaluate whether the project improves economic opportunities by linking capital investments with local workforce development.
- Support partnerships. FTA will evaluate the extent the applicant will form strong federal and local partnerships to address the mobility challenge. This includes the extent the applicant has or will bring local workforce development, training, education, veterans, transportation and planning stakeholders together with representation of key customer groups (people with low-incomes, people with disabilities, youths, veterans, elderly populations, etc.) to formulate a plan to address building Ladders of Opportunity in an area.

ii. Demonstration of Need

FTA will evaluate each project to determine its needs for resources. In addition to the project-specific criteria below, this will include evaluating the project's impact on service delivery and whether the project represents a one-time or periodic need that cannot reasonably be funded from FTA program formula allocations or State and/or local resources.

a. For bus projects (replacement, rehabilitation or expansion):

- The age of the asset to be replaced or rehabilitated by the proposed project, relative to its useful life.

- The degree to which the proposed project addresses a demonstrated and verifiable backlog of deferred maintenance.

- Consistency with the proposer's bus fleet management plan.

- Condition and performance of the asset to be replaced by the proposed project, as ascertained through field inspections or otherwise, if available.

- For expansion requests, the degree to which the proposed project will have a significant impact on service delivery and evidence of need for additional capacity to address Ladder of Opportunity Policy priorities.

- The project conforms to FTA's spare ratio guidelines.

b. For bus facility and equipment projects (replacement and/or expansion):

- The age of the asset to be rehabilitated or replaced relative to its useful life.

- The degree to which the proposed project addresses a demonstrated and verifiable backlog of deferred maintenance.

- The degree to which the proposed project will enable the agency to improve the maintenance and condition of the agency's fleet and/or other related transit assets.

- For expansion requests, the degree to which the proposed project addresses a current capacity constraint that is limiting the ability of the agency to address the policy priorities of the Ladders of Opportunity program that are listed above.

c. Planning and Local/Regional Prioritization: The extent to which the proposed project is consistent with planning documents and local priorities. This will involve assessing whether:

- Project is consistent with the transit priorities identified in the long range plan and/or contingency/illustrative projects or local coordinated plan. Proposer should note if project could not be included in the financially

constrained Transportation Improvement Program (TIP)/Statewide Transportation Improvement Program (STIP) due to lack of funding (if selected, project must be in TIP and STIP before grant award).

- Local support is demonstrated by availability of local match and letters of support for the project.

- In an area with more than one transit operator, the proposal demonstrates coordination with, and support of, other transit operators, or other related projects within the proposer's Metropolitan Planning Organization (MPO) or the geographic region within which the proposed project will operate.

d. Project Readiness: The extent to which the project is ready to implement. FTA will assess whether:

- The project qualifies for a Categorical Exclusion (CE) or the required environmental work has been initiated or completed for construction projects requiring an Environmental Assessment (EA) or Environmental Impact Statement (EIS) under, among others, the National Environmental Policy Act of 1969, as amended.

- Project implementation plans are complete, including initial design of facilities projects.

- The TIP and/or STIP can be amended (evidenced by MPO/State endorsement).

- Project funds can be obligated and the project implemented quickly, if selected (within 12 months from time of award).

- The applicant demonstrates the ability to carry out the proposed project successfully.

- If the project is multimodal in nature, the proposal demonstrates coordination with and support of other transportation modes and partners.

e. Technical, legal, and financial capacity to implement the particular project proposed: FTA will evaluate whether:

- The proposer has the technical capacity to administer the project.

- For fleet replacement, the acquisition is consistent with the bus fleet management plan.

- There are no outstanding legal, technical, or financial issues with the grantee that would make this a high-risk project to implement quickly.

- The proposer has adequate financial systems in place and has identified the source of local match if selected (no deferred local share will be allowed).

- The grantee is in fundable status for grant-making purposes.

2. Review and Selection Process

In addition to other FTA staff that may review the proposals, a technical

evaluation committee will review proposals under the project evaluation criteria. Members of the technical evaluation committee and other involved FTA staff reserve the right to screen and rate the applications it receives and to seek clarification from any applicant about any statement in its application that FTA finds ambiguous and/or request additional documentation to be considered during the evaluation process to clarify information contained within the proposal.

After consideration of the findings of the technical evaluation committee, the FTA Administrator will determine the final selection and amount of funding for each project. Geographic diversity and the applicant's receipt of other discretionary awards may be considered in FTA's award decisions.

III. Proposal and Submission Information

A. Proposal Submission Process

Project proposals must be submitted electronically through <http://www.GRANTS.GOV> by the established due date. Mail and fax submissions will not be accepted. A complete proposal submission will consist of at least two files: (1) The SF 424 Mandatory form (downloaded from GRANTS.GOV) and (2) the supplemental form found on the FTA Web site at <http://www.fta.gov>. The supplemental form provides guidance and a consistent format for proposers to respond to the criteria outlined in this NOFA. Once completed, the supplemental form must be placed in the attachments section of the SF 424 Mandatory form. Proposers must use the correct supplemental form and attach it to their submission in GRANTS.GOV to successfully complete the application process. A proposal submission may contain additional supporting documentation as attachments.

Within 24–48 hours after submitting an electronic application, the applicant should receive three email messages from GRANTS.GOV: (1) Confirmation of successful transmission to GRANTS.GOV, (2) confirmation of successful validation by GRANTS.GOV and (3) confirmation of successful validation by FTA. If confirmations of successful validation are not received and a notice of failed validation or incomplete materials is received, the applicant must address the reason for the failed validation, as described in the notice, and resubmit before the submission deadline. If making a resubmission for any reason, include all original attachments regardless of which attachments were updated and check

the box on the supplemental form indicating this is a resubmission.

Complete instructions on the application process can be found at <http://www.fta.gov>. Important: FTA urges proposers to submit their applications at least 72 hours prior to the due date to allow time to receive the validation message and to correct any problems that may have caused a rejection notification. Submissions after the stated submission deadlines will not be accepted. GRANTS.GOV scheduled maintenance and outage times are announced on the GRANTS.GOV Web site <http://www.GRANTS.GOV>. Deadlines will not be extended due to scheduled maintenance or outages.

B. Proposal Content

Proposers may submit one proposal for each project or one proposal containing multiple projects. Proposers submitting multiple projects in one proposal must be sure to clearly define each project by completing a supplemental form for each project. Supplemental forms must be added within the proposal by clicking the "add project" button in Section II of the supplemental form.

Information such as proposer name, federal amount requested, local match amount, description of areas served, etc. may be requested in varying degrees of detail on both the SF 424 form and supplemental form. All fields are required unless stated otherwise on the forms. Use both the "Check Package for Errors" and the "Validate Form" validation buttons on both forms to check all required fields on the forms. Ensure that the federal and local amounts specified are consistent.

1. Applicant Information

This provides basic sponsor identifying information:

- i. Applicant name and FTA recipient ID number.
- ii. Applicant eligibility information,
- iii. A general description of services provided by the agency including ridership, fleet size, areas served, etc.

2. Project Information/Evaluation Criteria

At a minimum, every proposal must:

- i. Submit an SF-424 with the correct supplemental form attached.
- ii. Describe concisely, but completely, the project scope to be funded. FTA may elect to fund only part of some project proposals. If applicable, the scope should be declared as "scalable" with specific components of independent utility clearly identified.

iii. Address each of the evaluation criteria separately, demonstrating how the project responds to each criterion.

iv. Provide a line-item budget for the total project, with enough detail to indicate the various key components of the project. As FTA may elect to fund only part of some project proposals, the budget should provide for the minimum amount necessary to fund specific project components of independent utility.

v. Provide the Federal amount requested.

vi. Document the matching funds, including amount and source of the match, demonstrating strong local or private sector financial participation in the project.

vii. Provide support documentation, including financial statements, bond-ratings, and documents supporting the commitment of non-federal funding to the project, or a timeframe upon which those commitments would be made.

viii. Provide a project time-line, including significant milestones such as the date anticipated to issue a request for proposals for vehicles, or contract for purchase of vehicle(s), and actual or expected delivery date of vehicles, or notice of request for proposal and notice to proceed for capital construction/rehabilitation projects.

C. Submission Dates and Times

Complete proposals for the Ladders of Opportunity Initiative must be submitted electronically through the GRANTS.GOV Web site by 11:59 p.m. EDT on August 4, 2014. Proposers are encouraged to begin the process of registration on the GRANTS.GOV site well in advance of the submission deadline. Registration is a multi-step process, which may take several weeks to complete before an application can be submitted. Registered proposers may still be required to take steps to keep their registration up to date before submissions can be made successfully: (1) Registration in the Central Contractor Repository (CCR) is renewed annually and (2) persons making submissions on behalf of the Authorized Organization Representative (AOR) must be authorized in GRANTS.GOV by the AOR to make submissions.

D. Award Information

Federal transit funds are available to Federally recognized tribes and State or local governmental authorities as recipients and other public transportation providers as subrecipients. There is no monetary floor or upper limit for any single grant award; however, FTA intends to fund as many meritorious projects as possible.

In addition, geographic diversity and the applicant's receipt of other discretionary awards may be considered in FTA's award decisions. Consistent with 49 U.S.C. Section 5309(m)(8), as amended by SAFETEA-LU, the Secretary shall consider the age and condition of buses, bus fleets, and bus-related facilities and equipment of proposers in its award of Bus and Bus Facility grants.

E. Funding Restrictions

Only proposals from eligible recipients for eligible activities will be considered for funding. Due to funding limitations, proposers that are selected for funding may receive less than the amount originally requested.

IV. Award Administration

A. Award Notices

At the time the project selections are announced, FTA will extend pre-award authority for the selected projects. There is no blanket pre-award authority for these projects before announcement.

B. Administrative and National Policy Requirements

1. Grant Requirements

If selected, applicants will apply for a grant through TEAM and adhere to the customary FTA grant requirements of the Section 5309 Bus and Bus Facilities program, including those of FTA Circular 9300.1B, Circular 5010.1D, and the labor protections of 49 U.S.C. Section 5333(b). All discretionary grants, regardless of award amount, will be subject to the Congressional Notification and release process. Technical assistance regarding these requirements is available from each FTA regional office.

2. Planning

FTA encourages proposers to notify the appropriate State Departments of Transportation and MPO in areas likely to be served by the project funds made available under these initiatives and programs. Selected projects must be incorporated into the long-range plans and transportation improvement programs of States and metropolitan areas before they are eligible for FTA funding.

3. Standard Assurances

The applicant assures that it will comply with all applicable Federal statutes, regulations, executive orders, FTA circulars, and other Federal administrative requirements in carrying out any project supported by the FTA grant. The applicant acknowledges that it is under a continuing obligation to

comply with the terms and conditions of the grant agreement issued for its project with FTA. The applicant understands that Federal laws, regulations, policies, and administrative practices might be modified from time to time and may affect the implementation of the project. The applicant agrees that the most recent Federal requirements will apply to the project, unless FTA issues a written determination otherwise. The applicant must submit the Certifications and Assurances before receiving a grant if it does not have current certifications on file.

4. Reporting

Post-award reporting requirements include submission of Federal Financial Reports and Milestone Reports in TEAM on a quarterly basis for all projects. Documentation is required for payment.

V. Agency Contacts and Technical Assistance

Contact the appropriate FTA Regional Office at <http://www.fta.dot.gov> for proposal-specific information and issues. For general program information, please use the contacts for each program identified in the front of this notice. Please contact the Grants.gov Helpdesk for assistance with electronic applications at <http://www.grants.gov>. You may also contact support@grants.gov or call toll free (800) 518-4726.

For additional technical assistance, FTA will post answers to commonly asked questions at <http://www.fta.gov>. FTA also expects to conduct webinars during the application period and will post this information on its Web site.

Issued in Washington, DC, this 29th day of May, 2014.

Dorval Carter, Jr.,
General Counsel.

[FR Doc. 2014-12925 Filed 6-3-14; 8:45 am]

BILLING CODE 4910-57-P

DEPARTMENT OF TRANSPORTATION

Maritime Administration

[Docket No. MARAD-2014-0080]

Requested Administrative Waiver of the Coastwise Trade Laws: Vessel ATTITUDE; Invitation for Public Comments

AGENCY: Maritime Administration, Department of Transportation.

ACTION: Notice.

SUMMARY: As authorized by 46 U.S.C. 12121, the Secretary of Transportation, as represented by the Maritime

Administration (MARAD), is authorized to grant waivers of the U.S.-build requirement of the coastwise laws under certain circumstances. A request for such a waiver has been received by MARAD. The vessel, and a brief description of the proposed service, is listed below.

DATES: Submit comments on or before July 7, 2014.

ADDRESSES: Comments should refer to docket number MARAD-2014-0080. Written comments may be submitted by hand or by mail to the Docket Clerk, U.S. Department of Transportation, Docket Operations, M-30, West Building Ground Floor, Room W12-140, 1200 New Jersey Avenue SE., Washington, DC 20590. You may also send comments electronically via the Internet at <http://www.regulations.gov>. All comments will become part of this docket and will be available for inspection and copying at the above address between 10 a.m. and 5 p.m., E.T., Monday through Friday, except federal holidays. An electronic version of this document and all documents entered into this docket is available on the World Wide Web at <http://www.regulations.gov>.

FOR FURTHER INFORMATION CONTACT: Linda Williams, U.S. Department of Transportation, Maritime Administration, 1200 New Jersey Avenue SE., Room W23-453, Washington, DC 20590. Telephone 202-366-0903, Email Linda.Williams@dot.gov.

SUPPLEMENTARY INFORMATION: As described by the applicant the intended service of the vessel ATTITUDE is: *Intended Commercial Use of Vessel: "Sightseeing charters"*. *Geographic Region: "Florida, Illinois"*.

The complete application is given in DOT docket MARAD-2014-0080 at <http://www.regulations.gov>. Interested parties may comment on the effect this action may have on U.S. vessel builders or businesses in the U.S. that use U.S.-flag vessels. If MARAD determines, in accordance with 46 U.S.C. 12121 and MARAD's regulations at 46 CFR Part 388, that the issuance of the waiver will have an unduly adverse effect on a U.S.-vessel builder or a business that uses U.S.-flag vessels in that business, a waiver will not be granted. Comments should refer to the docket number of this notice and the vessel name in order for MARAD to properly consider the comments. Comments should also state the commenter's interest in the waiver application, and address the waiver criteria given in § 388.4 of MARAD's regulations at 46 CFR Part 388.

Privacy Act

Anyone is able to search the electronic form of all comments received into any of our dockets by the name of the individual submitting the comment (or signing the comment, if submitted on behalf of an association, business, labor union, etc.). You may review DOT's complete Privacy Act Statement in the **Federal Register** published on April 11, 2000 (Volume 65, Number 70; Pages 19477-78).

By Order of the Maritime Administrator.

Dated: May 29, 2014.

Julie P. Agarwal,
Secretary, Maritime Administration.

[FR Doc. 2014-12964 Filed 6-3-14; 8:45 am]

BILLING CODE 4910-81-P

DEPARTMENT OF TRANSPORTATION

Maritime Administration

[Docket No. MARAD-2014-0081]

Requested Administrative Waiver of the Coastwise Trade Laws: Vessel ARCHANGEL; Invitation for Public Comments

AGENCY: Maritime Administration, Department of Transportation.

ACTION: Notice.

SUMMARY: As authorized by 46 U.S.C. 12121, the Secretary of Transportation, as represented by the Maritime Administration (MARAD), is authorized to grant waivers of the U.S.-build requirement of the coastwise laws under certain circumstances. A request for such a waiver has been received by MARAD. The vessel, and a brief description of the proposed service, is listed below.

DATES: Submit comments on or before July 7, 2014.

ADDRESSES: Comments should refer to docket number MARAD-2014-0081. Written comments may be submitted by hand or by mail to the Docket Clerk, U.S. Department of Transportation, Docket Operations, M-30, West Building Ground Floor, Room W12-140, 1200 New Jersey Avenue SE., Washington, DC 20590. You may also send comments electronically via the Internet at <http://www.regulations.gov>. All comments will become part of this docket and will be available for inspection and copying at the above address between 10 a.m. and 5 p.m., E.T., Monday through Friday, except federal holidays. An electronic version of this document and all documents entered into this docket is available on the World Wide Web at <http://www.regulations.gov>.



Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: August 1, 2014

Agenda Item - G

Title:

Service Request Update for Ski Santa Fe and Santa Fe National Forest

Prepared By:

Stacey McGuire, Projects and Grants Specialist

Summary

NCRTD Staff continues to work with all interested parties related to the request for transit service from the City of Santa Fe to Santa Fe National Forest and Ski Santa Fe. It is expected to continue conversations with stakeholders, vehicle vendors and others in the near future.

Background:

Per Board direction at the March and April meetings, NCRTD has engaged the Pueblos of Tesuque and Nambé to further discuss the request for transit service to be provided between the City of Santa Fe and the Santa Fe National Forest and Ski Santa Fe. A meeting was set for April 24, 2014; Tesuque representatives Governor Mora, Former Governor Dorame, and Sandra Maes were present, as well as Lonnie Montoya on behalf of Nambé Pueblo. Anthony Mortillaro and Stacey McGuire of the NCRTD attended. At said meeting, it was requested that a follow-up July meeting with all stakeholders involved. A tentative meeting is scheduled for July 30th to further discuss the service request, with the City of Santa Fe, Santa Fe County, Nambé Pueblo, Tesuque Pueblo, and the NCRTD anticipated to attend.

Staff continues to explore potential funding scenarios and opportunities for collaboration and/or partnership between private and public entities.

Per NCRTD Board direction as given at the December and January Board meetings, Staff has continued to reach out to a variety of potential stakeholders to engage in a needs assessment and

to gauge general interest regarding transit service to Ski Santa Fe and Santa Fe National Forest. Staff expects additional meetings with a variety of interested agencies, businesses and individuals throughout April and beyond.

Based on discussions at the November 2013 Board meeting, Staff has continued to reach out to a variety of potential stakeholders to engage in a needs assessment and to gauge general interest regarding transit service to Ski Santa Fe and Santa Fe National Forest. Staff anticipates multiple meetings with a plethora of interested agencies, businesses and individuals throughout December and January.

Board directed Staff at the October 2013 meeting to continue researching potential funding sources as well as to determine and engage potential stakeholders in the process. The City of Santa Fe submitted a formal request for transit service from downtown Santa Fe to Ski Santa Fe, which is located within Santa Fe National Forest.

At the September 2013 meeting, the Board directed Staff to begin discussions regarding the Ski Santa Fe service request. City of Santa Fe has reached out to Ski Santa Fe owners and other stakeholders to set a meeting to discuss the service.

Recommended Action:

No action required.

Options/Alternatives:

Not Applicable

Fiscal Impact:

Not Applicable



Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: August 1, 2014

Agenda Item - H

Title:

Continued discussion and direction regarding Sipapu service expansion request

Prepared By:

Stacey McGuire, Projects and Grants Specialist

Summary:

As directed by the Board at the December meeting, Transit service to Sipapu was initiated December 22, 2013, and has been operating for approximately 7 months. The Sipapu bus stop was incorporated into the Peñasco route, and is served on one AM trip originating in Taos (arriving at Sipapu at 848a) and one PM trip (departing Sipapu at 346p) terminating in Taos. During the trial period, passenger trips that originated at Sipapu were documented, and approximately 14 trips were provided in the AM and 74 trips were provided in the PM. Nearly all of the passenger trips provided were during the winter ski season from December to April (2 of 88 trips were provided in July).

Background:

At the November Board meeting, Staff provided a Sipapu update specifying that Sipapu would like to see weekday service implemented on a trial basis. If the weekday service is deemed a success and ridership levels reflect its feasibility, Sipapu Corporate would be willing to consider providing a substantial financial contribution toward the creation and implementation of weekend transit service. Board directed Staff to return to the December Board meeting with an Agenda Report specific to weekday service.

At the September Board meeting, Staff presented an Agenda Report to the Board regarding the request for service to Sipapu Ski and Summer Resort. Based upon Board discussions at that time,

Staff was directed to continue discussions with Sipapu relating to incorporating a stop at Sipapu into the current weekday Peñasco route, and the possibility of a Sipapu contribution to offset the cost of weekend service. In addition, the NCRTD Board directed Staff to reach out to the Town of Taos and the Chile Line to discuss ways to collaborate to reduce duplications in service and to increase efficiencies, with the thought that a potential cost savings could be realized (for both agencies). The Board could then look at potentially reprogramming said cost savings into expanding service of existing routes, such as incorporating weekday service for Sipapu into the Peñasco route.

As a result, Staff and Sipapu management have continued talks about the service request, and have discussed a variety of different options ranging from incorporating a weekday stop into the current routing, adjusting the current run times to improve employment opportunities for area residents, and/or tourists, and the possibility of providing Sipapu-funded weekend service on a trial basis.

In addition, Executive Director Anthony Mortillaro and NCRTD Chair and Taos County Commission Chair Dan Barrone met with former Town of Taos Manager Oscar Rodriguez and discussed opportunities for both agencies to reduce duplications in service as well as improve efficiencies. As a result of this meeting, Staff was instructed to follow up with Town of Taos and the Chile Line to further discuss collaboration. Staff from Town of Taos and NCRTD met on October 2, 2013. Multiple routes were discussed, including but not limited to UNM, Peñasco, Questa, and Taos to Española (and Santa Fe). Furthermore, the Town of Taos and the NCRTD met again on November 1, 2013, and continued conversations relating to interconnectivity and eliminating redundancies. Routes discussed were UNM, Taos Express, and Peñasco, among others. Staff has attempted on numerous occasions to schedule meetings with the Chile Line Staff and as of this date no other meetings have occurred.

At the August Board meeting, Taos County Commission Chair Dan Barrone presented the Board with a written request to consider new transit service in Taos County to Sipapu Ski and Summer Resort, by extension of the existing Peñasco/Taos route. The Board directed Staff to perform a needs assessment in response to the request for service expansion to Sipapu. Staff has evaluated the request, performed a needs assessment, and met with Sipapu management and staff to discuss options.

In late July, the General Manager of Sipapu Ski and summer Resort, Gary Forrest, contacted the NCRTD to discuss possible transit service to Sipapu Ski and Summer Resort. At the request of NCRTD Board Chair and Taos County Commission Chair Dan Barrone, the Board asked Staff to consider resident input and area need, evaluate any possible changes and any corresponding economic impact, and make recommendations at the September Board meeting.

Staff met with Sipapu management and staff to discuss needs, potential routing options, and how transit expansion could impact the area. Potential route modifications were evaluated based upon community need, economic feasibility, and the effectiveness of the proposed service in relation to overall transit system interconnectivity. In discussing the needs, Sipapu is requesting service that would be a viable employment transportation option for residents in the Town of Taos and surrounding areas, as well as provide a public transit option to locals and visitors looking to enjoy the Sipapu area. Sipapu Ski and Summer Resort is currently interested in daily year-round service,

with emphasis on weekend and winter service. (Sipapu Ski and Summer Resort has winter operating hours of 8 a.m.-5 p.m., with approximately 35 employees.)

Assessment:

As directed by the NCRTD Board at the December Board meeting, Staff implemented a new bus stop at Sipapu and began serving the stop in December 2013. In looking through ridership information on a daily and monthly basis during which the Sipapu bus stop is served, it appears that during the ski season, ridership was fairly consistent and was utilized on an almost daily basis (December- April). Since the end of ski season, however, very few riders have used the service. Furthermore, in looking at a comparison of monthly ridership between FY13 and FY14, the Peñasco route fluctuates considerably. It is not entirely clear the impact of the Sipapu bus stop on the route and the community it serves. A variety of potential factors may be contributing to the variance in usage, ranging from marketing and promotion, midseason stop implementation, ridership tracking, and weather.

- **Peñasco Route**

The Peñasco Route serves the areas of Las Trampas, Chamisal, Peñasco, Vadito, Talpa, and the Town of Taos with one AM roundtrip and one PM roundtrip originating in Las Trampas. Currently, the closest transit service to Sipapu is the Peñasco Route, with a bus stop located on NM-518/NM-75. Sipapu is located approximately 4.8 miles east of this stop, with a one-way travel time of approximately 8 minutes.

Recommended Action:

Staff recommends that the Board consider serving the Sipapu bus stop on a trial basis to further assess the ridership during the ski season from November 15, 2014 to April 15, 2015 (upon completion of the trial, the bus stop would be discontinued seasonally). Dependent upon Board approval of the recommendation, Staff will begin working with Sipapu to ensure the promotion of the service throughout the winter ski season, and will maximize the cross-marketing potential of the two organizations. Also, additional ridership tracking measures will be implemented to further ascertain from where riders to Sipapu are originating.

An additional season of trial service will allow a more accurate assessment of ridership and will demonstrate a more realistic picture of ridership over a sustained period of time. If the Board approves Staff's recommendation, Staff would return to the Board at the July 2015 meeting to provide an assessment and update and request further direction.

It is also recommended that this option and any cost implications (unless offset by other route modifications) be further reviewed in the context of the Service Plan Update. Funding options and the possibility of weekend service will continue to be explored with Sipapu Ski and Summer Resort.

The bus stop at Sipapu will continue to be served throughout the remainder of this summer (with the understanding that it may not receive much utilization) as it does not make sense to adjust the schedule and stops multiple times, with changes expected in the coming months related to the service plan update implementation.

Options/Alternatives:

- Discontinue using the Sipapu bus stop entirely, (not recommended); or
- Approve the Staff recommendation and direct staff to serve the seasonal trial bus stop at Sipapu from November 15, 2014- April 15, 2015 (discontinues after this date), and provide the Board an update at the July 2015 Board meeting (recommended); or
- Continue the trial for a full year to ascertain the annual impact, not just seasonal (not recommended).

Fiscal Impact:

The Board approved Cost Allocation Methodology was used to evaluate estimated costs. For FY13 these costs are as follows: cost/mile- \$.78; cost/hour- \$33.48; cost/vehicle- \$36,487.53.

Anticipated approximate additional or new annual costs of proposed modifications:

- Discontinue usage of Sipapu bus stop- cost savings of approximately \$4300 over a six month period; approximately 32 minutes less operating time daily.
- Perform service trial from November 15, 2014- April 15, 2015- cost is expected to be approximately \$4300 for a six month trial (recommended action).
- Continue the trial for a full year to determine if ridership is sustainable year-round. The cost of operating this route year-round is approximately \$8600.

Attachments:

- Current Peñasco schedule with Sipapu bus stop incorporated



Peñasco Route Bus Schedule
Free - No Fares - Free - No Fares
 866-206-0754 / 505-629-4725
www.ridethebluebus.com

The NCRTD will not discriminate on the basis of race, color or national origin in the delivery of service. To obtain more information on our nondiscrimination obligations or to file a Title VI complaint, contact us at: NCRTD, Executive Director, 1327 Riverside Dr., Espanola, NM 87532

DRIVERS DO NOT STOP AT UNOCCUPIED STOPS – Due to road conditions, especially during the winter drivers may be up to 10 minutes late.

OUTBOUND

Las Trampas San Jose de Garcia Church	Chamisal Senior Center	Chamisal Post Office	Rio Lucio R & R Cafe	Penasco San Antonio	Penasco Housing	Vadito Community Center	Rock wall 75/518	Sipapu	Talpa Community Center	Taos CYFD @ Gusdorf & Roy	Taos Living Center	Taos Holy Cross Hospital	Paseo del Canon/Weimer	Taos Walmart	Taos Supersave	Taos Co. Admin Transfer Passengers	Taos Kit Carson Coop & ACT	Taos Unemployment	Taos Chamber of Commerce	Taos Human Services	Taos Womens Health Institute	Taos Orthopedic	Taos Holy Cross Hospital	Taos Co. Admin
605a	610a	613a	615a	620a	625a	635a	640a		700a	707a	715a	718a	719a	725a	734a	735a	739a	742a	743a	745a	746a	750a	754a	805a
300p	305p	308p	310p	319p	325p	333p	338p	346p	424p	-----	450p	455p		-----	-----	515p	500p	-----	-----	-----	-----	-----	-----	515p

INBOUND

Taos Co. Admin	Taos Holy Cross Hospital	Taos Orthopedic	Taos Womens Health Institute	Taos Human Services	Taos Chamber of Commerce	Taos Unemployment Office	Taos Kit Carson Coop & ACT	Taos Co. Admin Transfer Passengers	Taos Supersave	Taos Walmart	Taos Holy Cross Hospital	Taos Living Center	Taos CYFD @ Gusdorf & Roy	Talpa Community Center	Sipapu	Rock wall 75/518 Intersection	Vadito Community Center	Penasco Housing	Penasco San Antonio Catholic Church	Rio Lucio R & R Cafe	Chamisal Post Office	Chamisal Senior Center	Las Trampas San Jose de Garcia Church
805a	---	---	-----	-----	-----	-----	-----	-----	---	-----	-----	-----	-----	820a	848a	856a	-----	---	910a	-----			925a
515p										525p			530p	538p		604p	614p	625p	630p	649p	634p	638p	643p

Connects with NCRTD Questa, Espanola and Chimayo



North Central Regional Transit District Financial Summary Fiscal Year 2015 As of July 24, 2014

Summary:

The North Central Regional Transit District (NCRTD) is currently reporting nearly 1 month of financial activity for Fiscal Year 2015. The standard for expenses that should be spent for the 1 month's period is 8% of the budget.

The month of June (FY 2014)/July (FY 2015) does not reflect all expenses because the Finance Department will continue to process invoices that continue to float in from the end of the month and the District is continuing to also process revenue income as reported. The GRT revenues are reported for the month of activity it has occurred. The State of New Mexico Taxation and Revenue reports this revenue for distribution 2-3 months after the actual receipt. Therefore we report activity in the month it has occurred following GASB (Governmental Accounting Standards Board) and NCRTD utilizes accrual basis of accounting. We will not see the GRT revenue for July until September 2014. No Revenue has been posted in relation to GRT nor Grant funds for FY 2015. We are awaiting the final close out numbers associated with the Fiscal year 2014. We will continue to post as income and expenses are generated from both State and Federal funding as the activity occurs.

All budget figures in the revenue and expense charts and tables have been divided using a straight-line method to allocate monthly budget figures. NCRTD reports financials following GAAFR (Governmental Accounting, Auditing, and Financial Reporting). A comparative analysis in revenue and expenses is presented to compare the previous year operating results.

Financial Highlights

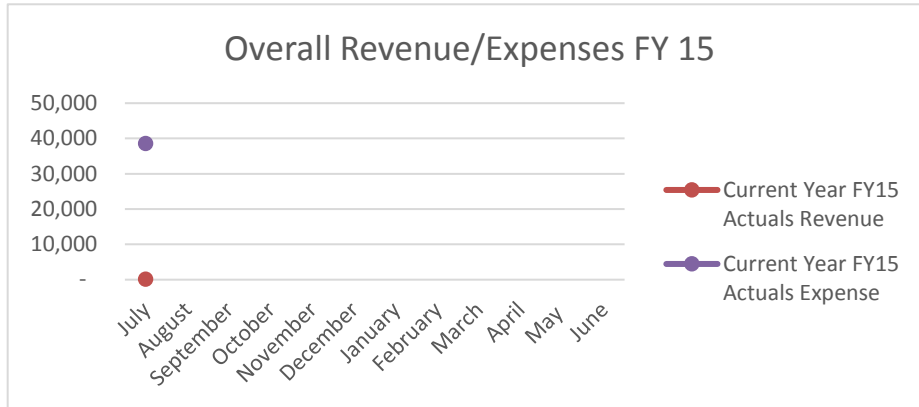
Revenue:

As of July 24, 2014 total revenue of \$133 has been received which is .3% of budgeted revenues. Within the revenue amount GRT is reported at \$0 according to GRT report on the New Mexico Taxation and Revenue Department website has reported activity for May now in July 2014, although it has been posted in the financials related to the end of FY2014. All revenues are posted in GASB and utilizes accrual basis of accounting. NCRTD posts revenue on the date the activity occurred and we are still posting its revenues received and reported in FY 2014.

Expenditures:

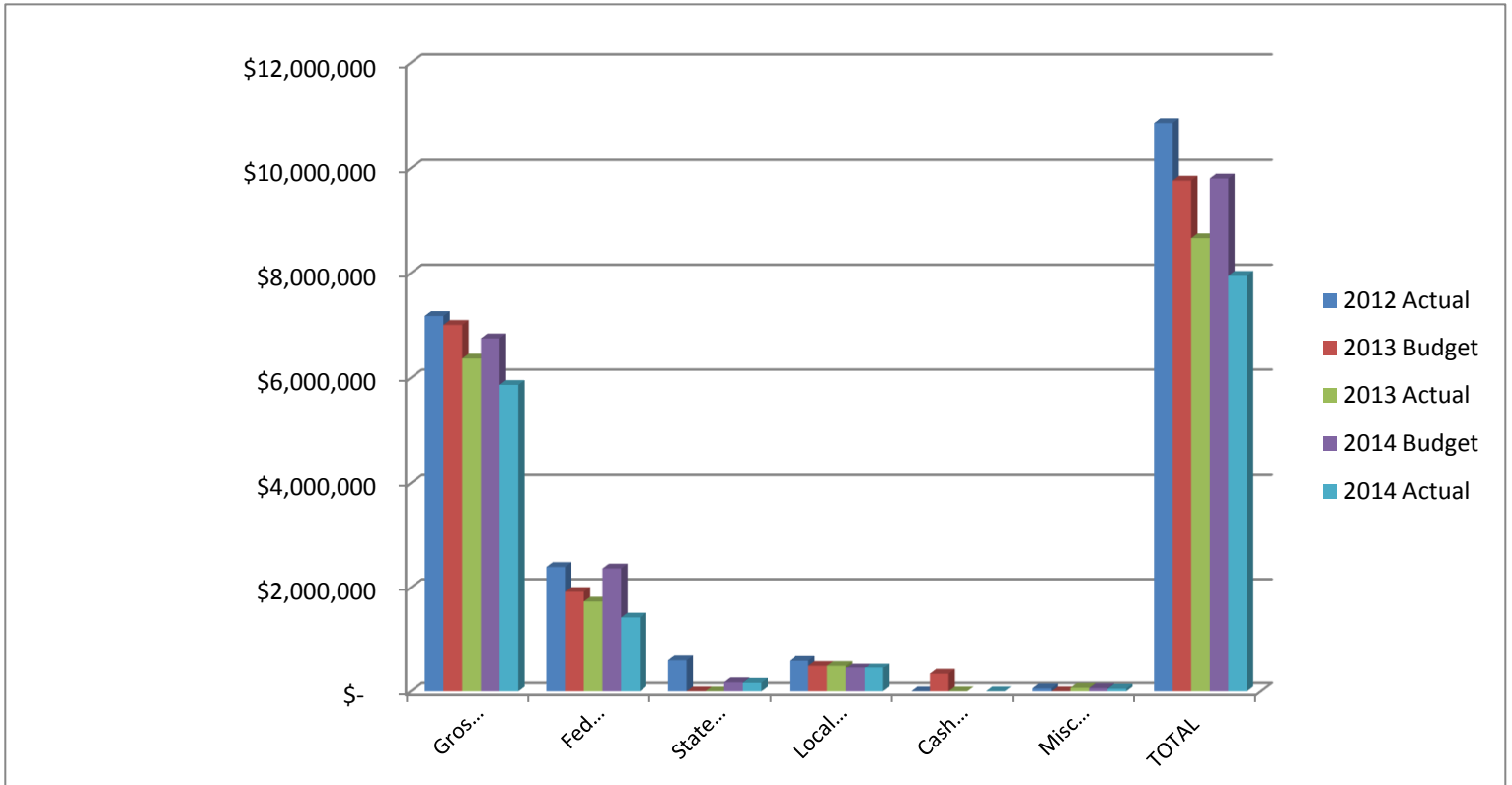
For the month ending July 24, 2014, NCRTD recognized expenditures totaling \$38,611 which is .4% of total budgeted expenditures. We are in the process of posting continued expenses which have occurred prior to the end of the fiscal year of 2014. For July we are anticipating the last payroll of the month which has not been reported at the time of this report. We also anticipate continued expenses to be generated till the end of the month as they occur.

MONTHLY BOARD REPORT
FY2014 (July 1, 2014 to June 30, 2015)
NCRTD Revenue and Expenses vs. Budget
As of July 24, 2014



	Expenses		Revenue	
	Budget	Current Year FY15 Actuals	Budget	Current Year FY15 Actuals
	Revenue FY15	Revenue	Expenses FY15	Expense
July	813,327	133	813,327	38,611
August	813,327		813,327	
September	813,327		813,327	
October	813,327		813,327	
November	813,327		813,327	
December	813,327		813,327	
January	813,327		813,327	
February	813,327		813,327	
March	813,327		813,327	
April	813,327		813,327	
May	813,327		813,327	
June	813,327		813,327	
Totals	\$ 9,759,926	\$ 133	\$ 9,759,926	\$ 38,611

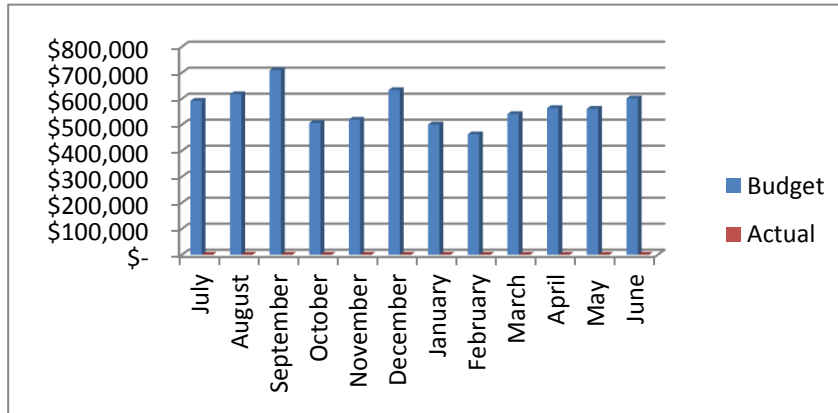
MONTHLY BOARD REPORT
FY2014 (July 1, 2014 to June 30, 2015)
NCRTD Revenue by Sources
As of July 24, 2014



	2012 Actual	2013 Budget	2013 Actual	2014 Budget	2014 Actual	2015 Budget	2015 Actual	% of Actual vs budget
Gross Receipt	\$ 7,183,334	\$ 7,013,800	\$ 6,371,538	\$ 6,757,529	\$ 5,868,004	\$ 6,809,100		0.0%
Fed Grant	\$ 2,397,970	\$ 1,917,879	\$ 1,727,932	\$ 2,368,429	\$ 1,421,779	\$ 2,080,390		0.0%
State Capital/Outlay	\$ 608,987	\$ -	\$ -	\$ 170,000	\$ 161,000	\$ 175,000		0.0%
Local Match	\$ 600,000	\$ 500,000	\$ 500,000	\$ 450,000	\$ 450,000	\$ 400,000		0.0%
Cash Bal Budgeted	\$ -	\$ 333,000	\$ -	\$ -	\$ -	\$ 245,436		0.0%
Misc Rev	\$ 56,140	\$ -	\$ 65,710	\$ 60,500	\$ 49,026	\$ 50,000	\$ 133	0.3%
TOTAL	\$ 10,846,431	\$ 9,764,679	\$ 8,665,181	\$ 9,806,458	\$ 7,949,809	\$ 9,759,926	\$ 133	0.0%

Budget to Actual FY2014
(\$ thousands)

MONTHLY BOARD REPORT
FY2015 (July 1, 2014 to June 30, 2015)
Gross Receipts Revenue Thru June 30, 2015



Budget to Actual FY2015
(\$ thousands)

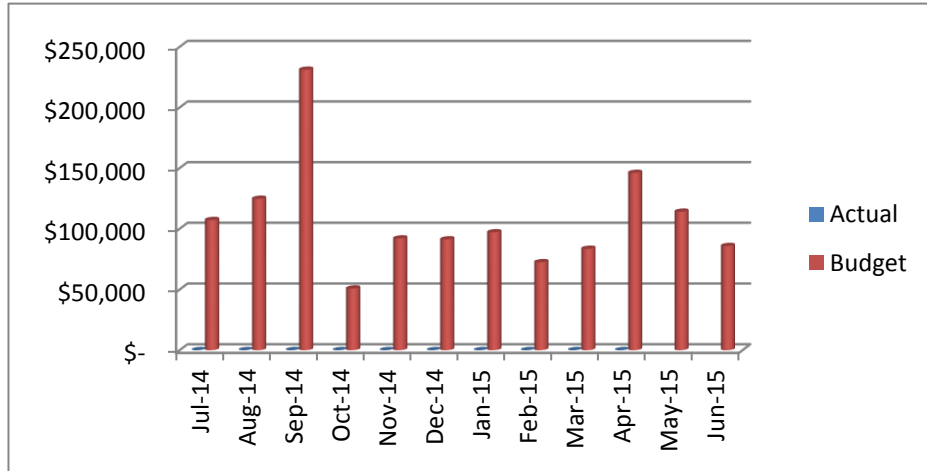
	Budget	Actual	Actual Revenue % of Monthly Budget
July	\$ 591,976	\$ -	0%
August	\$ 617,236	\$ -	0%
September	\$ 709,422	\$ -	0%
October	\$ 506,654	\$ -	0%
November	\$ 519,289	\$ -	0%
December	\$ 632,997	\$ -	0%
January	\$ 501,004	\$ -	0%
February	\$ 463,312	\$ -	0%
March	\$ 541,081	\$ -	0%
April	\$ 563,817	\$ -	0%
May	\$ 561,352	\$ -	0%
June	\$ 600,962	\$ -	0%
Total	\$ 6,809,100	\$ -	0%

Prior Year vs. Current Year
(\$ thousands)

	Prior Year FY2014	Current Year FY2015	Inc/Dec from Prior Year to Current Year
July	\$ 631,877	\$ -	\$(631,877)
August	\$ 628,640	\$ -	\$(628,640)
September	\$ 716,096	\$ -	\$(716,096)
October	\$ 513,320	\$ -	\$(513,320)
November	\$ 518,926	\$ -	\$(518,926)
December	\$ 606,606	\$ -	\$(606,606)
January	\$ 528,397	\$ -	\$(528,397)
February	\$ 498,296	\$ -	\$(498,296)
March	\$ 569,093	\$ -	\$(569,093)
April	\$ 656,754	\$ -	\$(656,754)
May	\$ 503,533	\$ -	\$(503,533)
June	\$ -	\$ -	\$ -
Total	\$ 6,371,538	\$ -	\$(6,371,538)

MONTHLY BOARD REPORT
FY2015 (July 1, 2014 to June 30, 2015)
Gross Receipts Revenue By County

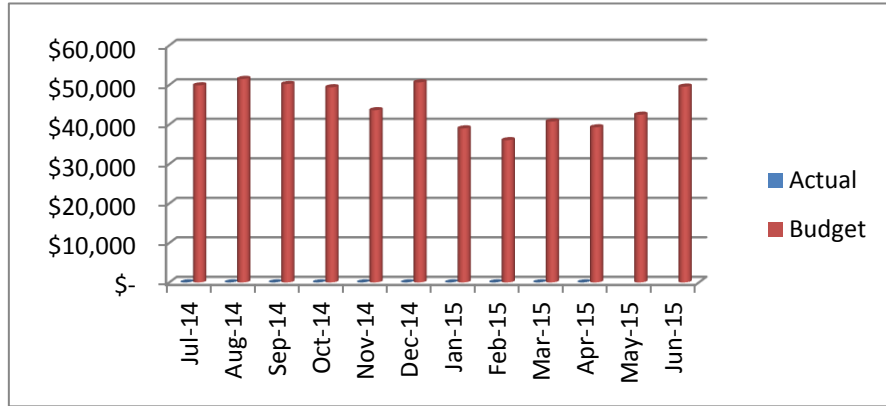
LOS ALAMOS COUNTY



Date Received	Actual	Budget	of Monthly Budget	
Jul-14	\$ -	\$ 107,130	0%	8.27%
Aug-14	\$ -	\$ 124,617	0%	9.62%
Sep-14	\$ -	\$ 231,099	0%	17.84%
Oct-14	\$ -	\$ 50,780	0%	3.92%
Nov-14	\$ -	\$ 91,973	0%	7.10%
Dec-14	\$ -	\$ 91,196	0%	7.04%
Jan-15	\$ -	\$ 97,025	0%	7.49%
Feb-15	\$ -	\$ 72,413	0%	5.59%
Mar-15	\$ -	\$ 83,424	0%	6.44%
Apr-15	\$ -	\$ 145,992	0%	11.27%
May-15	\$ -	\$ 113,995	0%	8.80%
Jun-15	\$ -	\$ 85,755	0%	6.62%
YTD Total	\$ -	\$ 1,295,400	0%	100.00%

MONTHLY BOARD REPORT
FY2015 (July 1, 2014 to June 30, 2015)
Gross Receipts Revenue By County

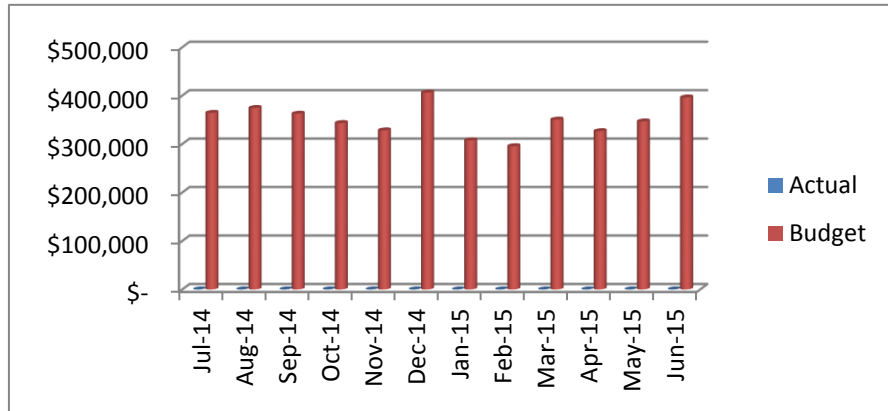
RIO ARRIBA COUNTY



Date Received	Actual	Budget	Actual Revenue %
			of Monthly Budget
Jul-14	\$ -	\$ 49,882	0%
Aug-14	\$ -	\$ 51,509	0%
Sep-14	\$ -	\$ 50,208	0%
Oct-14	\$ -	\$ 49,394	0%
Nov-14	\$ -	\$ 43,593	0%
Dec-14	\$ -	\$ 50,641	0%
Jan-15	\$ -	\$ 38,984	0%
Feb-15	\$ -	\$ 36,002	0%
Mar-15	\$ -	\$ 40,719	0%
Apr-15	\$ -	\$ 39,255	0%
May-15	\$ -	\$ 42,454	0%
Jun-15	\$ -	\$ 49,557	0%
YTD Total	\$ -	\$ 542,200	0%

MONTHLY BOARD REPORT
FY2015 (July 1, 2014 to June 30, 2015)
Gross Receipts Revenue By County

SANTA FE COUNTY

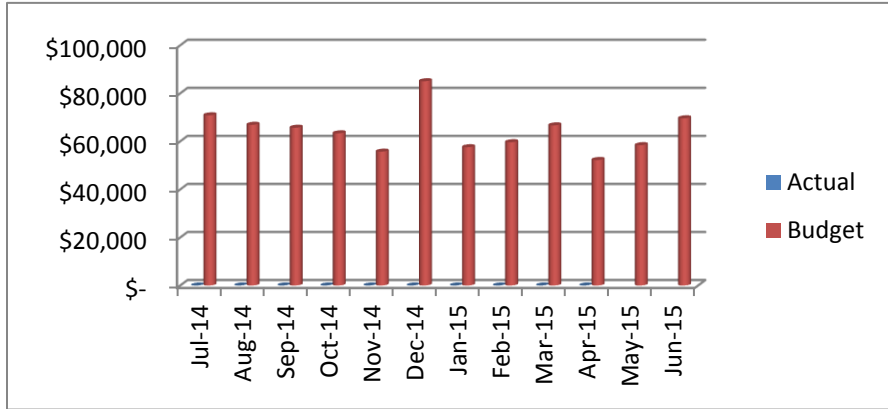


Date Received	Actual	Budget	Actual Revenue %
			of Monthly Budget
Jul-14	\$ -	\$ 364,140	0%
Aug-14	\$ -	\$ 374,220	0%
Sep-14	\$ -	\$ 362,460	0%
Oct-14	\$ -	\$ 343,140	0%
Nov-14	\$ -	\$ 328,020	0%
Dec-14	\$ -	\$ 406,140	0%
Jan-15	\$ -	\$ 307,440	0%
Feb-15	\$ -	\$ 295,260	0%
Mar-15	\$ -	\$ 350,280	0%
Apr-15	\$ -	\$ 326,340	0%
May-15	\$ -	\$ 346,500	0%
Jun-15	\$ -	\$ 396,060	0%
YTD Total	\$ -	\$ 4,200,000	0%

** Note one-half of the SF County GRT is allocated to Rio Metro

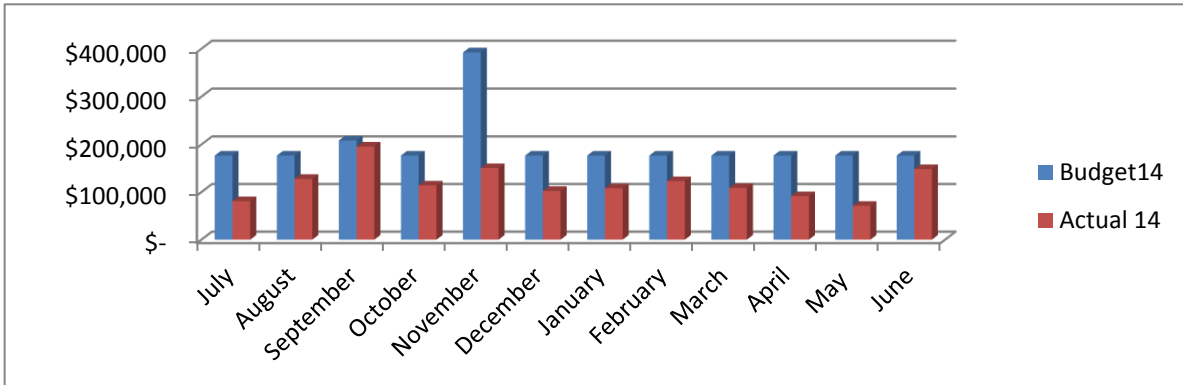
MONTHLY BOARD REPORT
FY2015 (July 1, 2014 to June 30, 2015)
Gross Receipts Revenue By County

TAOS COUNTY



Date Received	Actual	Budget	of Monthly Budget
Jul-14	\$ -	\$ 70,824	0%
Aug-14	\$ -	\$ 66,889	0%
Sep-14	\$ -	\$ 65,655	0%
Oct-14	\$ -	\$ 63,340	0%
Nov-14	\$ -	\$ 55,702	0%
Dec-14	\$ -	\$ 85,019	0%
Jan-15	\$ -	\$ 57,554	0%
Feb-15	\$ -	\$ 59,637	0%
Mar-15	\$ -	\$ 66,658	0%
Apr-15	\$ -	\$ 52,231	0%
May-15	\$ -	\$ 58,403	0%
Jun-15	\$ -	\$ 69,589	0%
YTD Total	\$ -	\$ 771,500	0%

MONTHLY BOARD REPORT
FY2015 (July 1, 2014 to June 30, 2015)
Grant Revenue



Budget to Actual FY2015
(\$ thousands)

	Budget14	Actual 14	Budget FY15	Actual FY15	Actual Revenue % of Monthly Budget
July	\$ 176,767	\$ 81,096	\$ 173,366	\$ -	0%
August	\$ 176,767	\$ 127,744	\$ 173,366		0%
September	\$ 208,261	\$ 195,614	\$ 173,366		0%
October	\$ 176,767	\$ 113,855	\$ 173,366		0%
November	\$ 392,503	\$ 150,353	\$ 173,366		0%
December	\$ 176,767	\$ 102,402	\$ 173,366		0%
January	\$ 176,767	\$ 107,988	\$ 173,366		0%
February	\$ 176,767	\$ 123,056	\$ 173,366		0%
March	\$ 176,767	\$ 108,684	\$ 173,366		0%
April	\$ 176,767	\$ 91,455	\$ 173,366		0%
May	\$ 176,767	\$ 71,069	\$ 173,366		0%
June	\$ 176,767	\$ 148,465	\$ 173,366		0%
Total	\$ 2,368,429	\$ 1,421,779	\$ 2,080,390	\$ -	60%

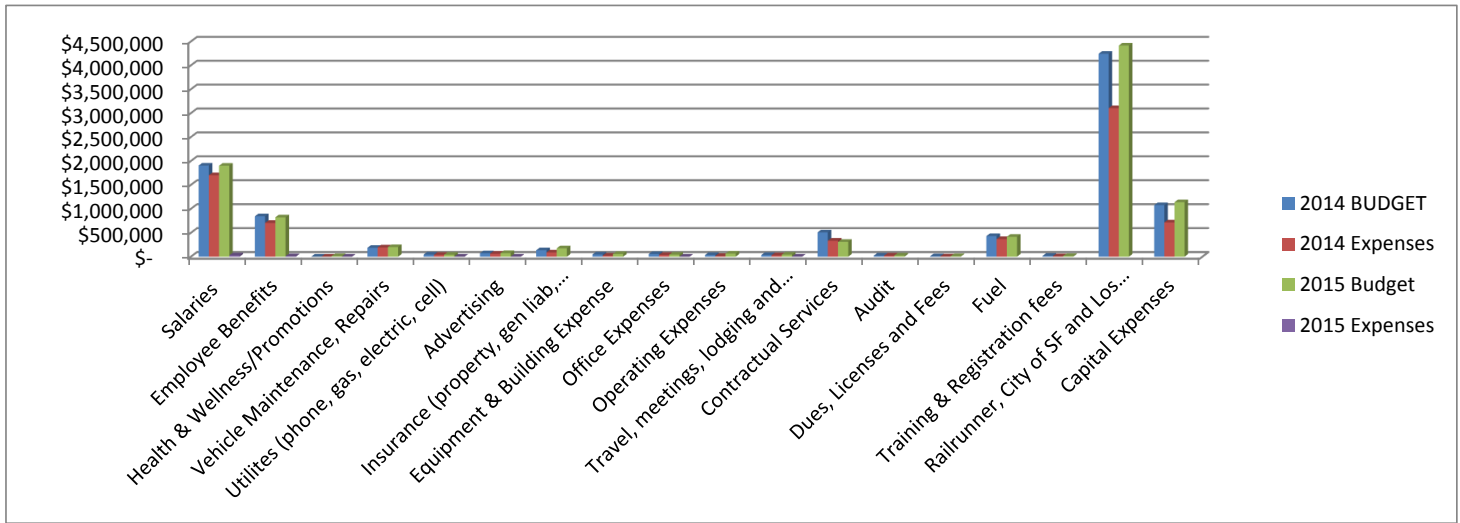
Prior Year vs. Current Year
(\$ thousands)

	Actual FY2013	Actual FY2014	Actual FY2015	Inc/Dec from Prior Year to Current Year
July	\$ 12,892	\$ 81,096	\$ -	\$ 68,204
August	\$ 156,324	\$ 127,744	\$ -	\$ (28,581)
September	\$ 20,023	\$ 195,614	\$ -	\$ 175,590
October	\$ 98,589	\$ 113,855	\$ -	\$ 15,266
November	\$ 84,275	\$ 150,353	\$ -	\$ 66,078
December	\$ 130,478	\$ 102,402	\$ -	\$ (28,076)
January	\$ 126,499	\$ 107,988	\$ -	\$ (18,511)
February	\$ 214,632	\$ 123,056	\$ -	\$ (91,576)
March	\$ 275,465	\$ 108,684	\$ -	\$ (166,781)
April	\$ 248,497	\$ 91,455	\$ -	\$ (157,043)
May	\$ 237,820	\$ 71,069	\$ -	\$ (166,751)
June	\$ 254,362	\$ 148,465	\$ -	\$ (105,897)
Total	\$ 1,859,857	\$ 1,421,779	\$ -	

MONTHLY BOARD REPORT
FY2014 (July 1, 2014 to June 30, 2015)
NCRTD Expenses by Type

As of July 24, 2014

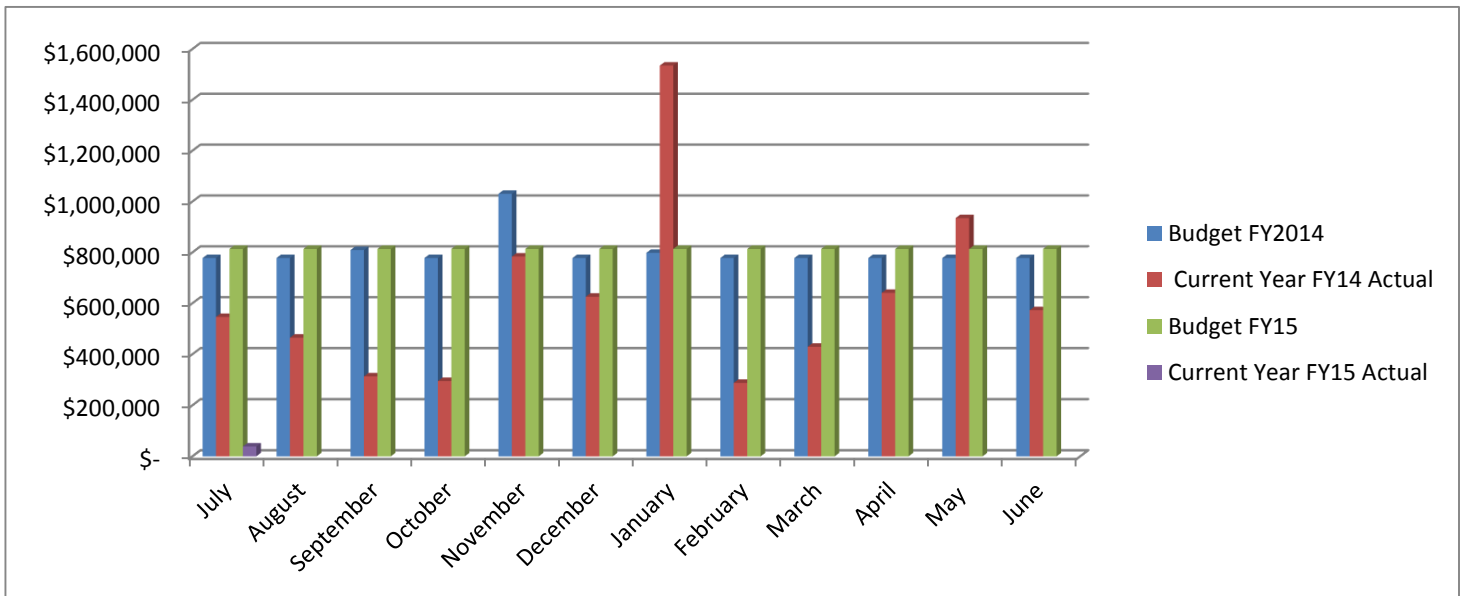
Year to Date Budget Variance 8%



Comparative Expenses by Type

	2014 BUDGET	2014 Expenses	2015 Budget	2015 Expenses	YTD Budget Variance 8%
	\$	\$	\$	\$	
Salaries	\$ 1,902,117	\$ 1,701,197	\$ 1,899,860	\$ 27,142	1.4%
Employee Benefits	\$ 843,665	\$ 705,752	\$ 821,427	\$ 10,185	1.2%
Health & Wellness/Promotions	\$ -	\$ -	\$ 12,000	\$ -	0.0%
Vehicle Maintenance, Repairs	\$ 184,920	\$ 192,710	\$ 200,200	\$ -	0.0%
Utilites (phone, gas, electric, cell)	\$ 44,298	\$ 38,486	\$ 41,426	\$ 77	0.2%
Advertising	\$ 70,440	\$ 61,620	\$ 73,970	\$ 400	0.5%
Insurance (property, gen liab, vehicle, civil rights)	\$ 135,000	\$ 87,589	\$ 174,281	\$ -	0.0%
Equipment & Building Expense	\$ 46,036	\$ 23,003	\$ 56,700	\$ -	0.0%
Office Expenses	\$ 56,470	\$ 36,948	\$ 43,041	\$ 0	0.0%
Operating Expenses	\$ 35,700	\$ 15,024	\$ 65,030	\$ -	0.0%
Travel, meetings, lodging and per diem	\$ 34,712	\$ 28,914	\$ 44,088	\$ 808	1.8%
Contractual Services	\$ 506,233	\$ 333,948	\$ 310,146	\$ -	0.0%
Audit	\$ 23,433	\$ 23,219	\$ 25,000	\$ -	0.0%
Dues, Licenses and Fees	\$ 9,486	\$ 5,826	\$ 10,666	\$ -	0.0%
Fuel	\$ 430,000	\$ 367,694	\$ 415,000	\$ -	0.0%
Training & Registration fees	\$ 18,513	\$ 8,825	\$ 13,624	\$ -	0.0%
Railrunner, City of SF and Los Alamos	\$ 4,242,874	\$ 3,104,765	\$ 4,415,094	\$ -	0.0%
Capital Expenses	\$ 1,075,994	\$ 715,120	\$ 1,138,373	\$ -	0.0%
TOTAL	\$ 9,659,891	\$ 7,450,641	\$ 9,759,926	\$ 38,611	0.4%

MONTHLY BOARD REPORT
FY2014 (July 1, 2013 to June 30, 2014)
NCRTD BUDGET EXPENDITURES OVERALL

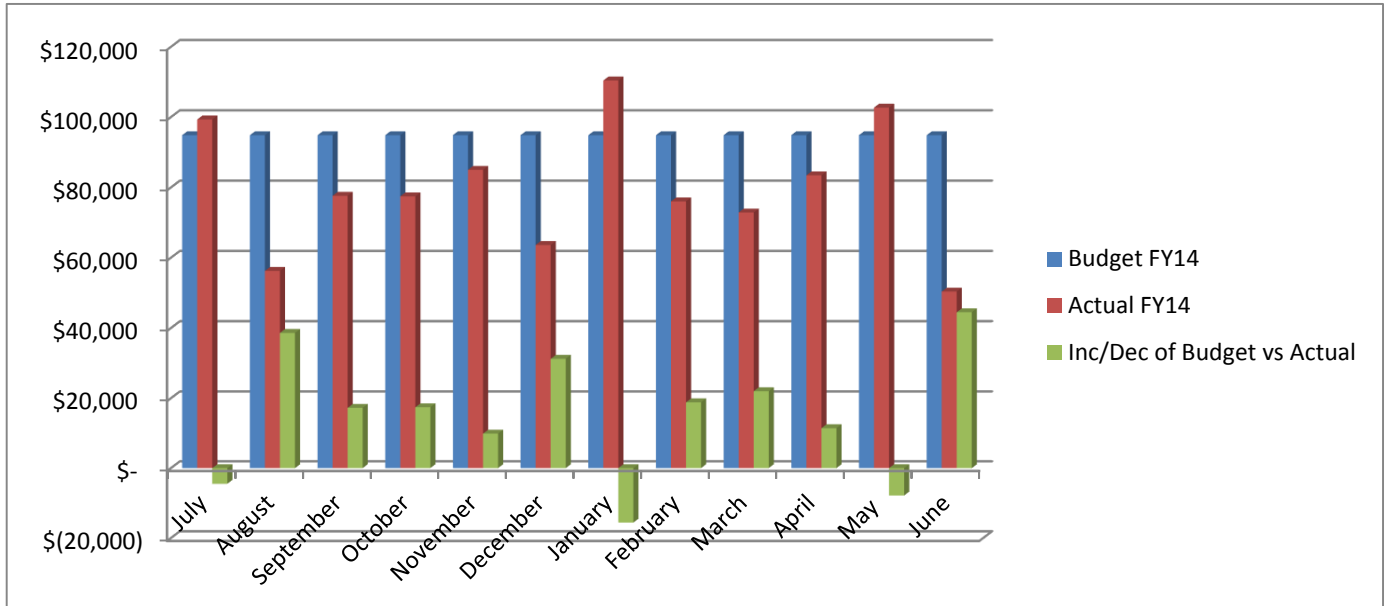


Budget to Actual FY2015
Expenses (\$ thousands)

	Prior Year FY13 Actual	Budget FY2014	Current Year FY14 Actual	Budget FY15	Current Year FY15 Actual	Inc/Dec of Budget vs Actual	
July	\$ 311,578	\$ 777,664	\$ 546,007	\$ 813,327.17	\$ 38,611	\$	774,716
August	\$ 250,791	\$ 777,664	\$ 464,828	\$ 813,327.17		\$	813,327
September	\$ 683,194	\$ 809,158	\$ 313,124	\$ 813,327.17		\$	813,327
October	\$ 326,905	\$ 777,664	\$ 294,912	\$ 813,327.17		\$	813,327
November	\$ 936,614	\$ 1,030,164	\$ 783,580	\$ 813,327.17		\$	813,327
December	\$ 414,507	\$ 777,664	\$ 625,552	\$ 813,327.17		\$	813,327
January	\$ 381,446	\$ 798,164	\$ 1,534,559	\$ 813,327.17		\$	813,327
February	\$ 446,430	\$ 777,664	\$ 287,772	\$ 813,327.17		\$	813,327
March	\$ 528,488	\$ 777,664	\$ 429,154	\$ 813,327.17		\$	813,327
April	\$ 859,345	\$ 777,664	\$ 640,596	\$ 813,327.17		\$	813,327
May	\$ 1,534,149	\$ 777,664	\$ 934,795	\$ 813,327.17		\$	813,327
June	\$ 292,818	\$ 777,664	\$ 572,544	\$ 813,327.17		\$	813,327
	\$ 6,966,265	\$ 9,636,458	\$ 7,427,422	\$ 9,759,926	\$ 38,611	\$	9,721,315
							0.40%

MONTHLY BOARD REPORT
FY2014 (July 1, 2014 to June 30, 2015)
Administration Expense Summary

Year to Date Budget Variance 8%



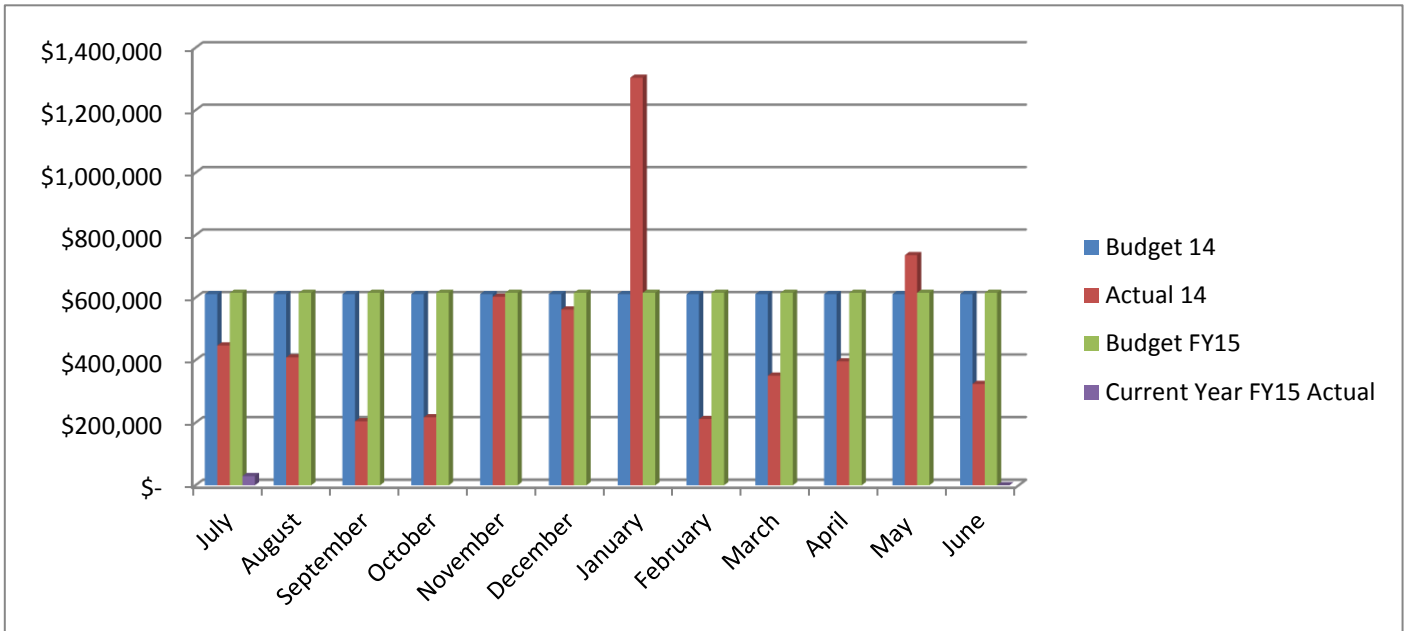
Budget to Actual FY2014/FY2015 Comparative
(\$ thousands)

	Budget FY14	Actual FY14	Budget FY15	Actual FY15	Inc/Dec of Budget vs Actual	YTD Budget Variance 8%
July	\$ 94,856	\$ 99,342	\$ 102,935	\$ 9,295	\$ (4,486)	104.7%
August	\$ 94,856	\$ 56,248	\$ 102,935		\$ 38,608	59.3%
September	\$ 94,856	\$ 77,618	\$ 102,935		\$ 17,238	81.8%
October	\$ 94,856	\$ 77,447	\$ 102,935		\$ 17,410	81.6%
November	\$ 94,856	\$ 84,993	\$ 102,935		\$ 9,863	89.6%
December	\$ 94,856	\$ 63,622	\$ 102,935		\$ 31,234	67.1%
January	\$ 94,856	\$ 110,423	\$ 102,935		\$ (15,566)	116.4%
February	\$ 94,856	\$ 76,028	\$ 102,935		\$ 18,829	80.2%
March	\$ 94,856	\$ 72,862	\$ 102,935		\$ 21,994	76.8%
April	\$ 94,856	\$ 83,438	\$ 102,935		\$ 11,418	88.0%
May	\$ 94,856	\$ 102,701	\$ 102,935		\$ (7,844)	108.3%
June	\$ 94,856	\$ 50,357	\$ 102,935		\$ 44,499	53.1%
Total	\$ 1,138,276	\$ 955,079	\$ 1,235,221			83.9%

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MONTHLY BOARD REPORT
FY2014 (July 1, 2014 to June 30, 2015)
Operating Expense Summary

Year to Date Budget Variance 8%

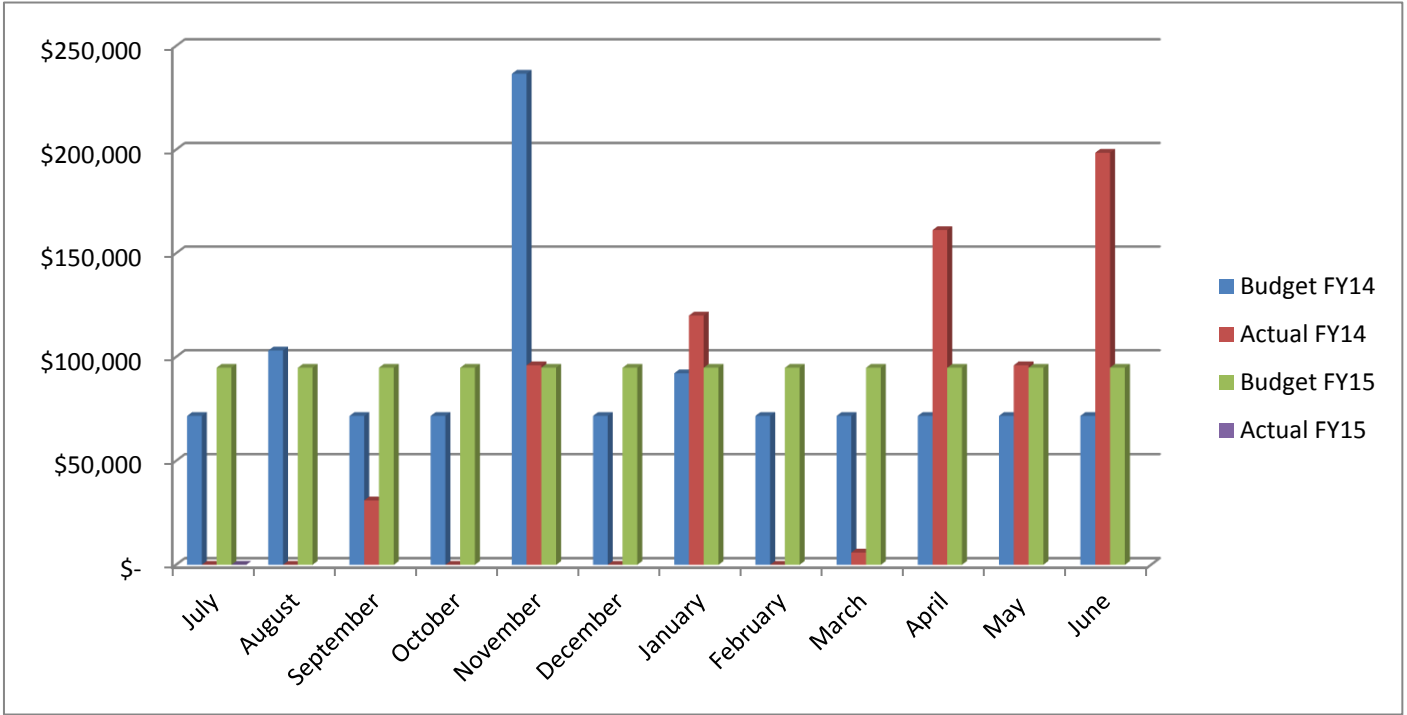


Budget to Actual FY2014/FY2015 Comparative
(\$ thousands)

	Budget 14	Actual 14	Budget FY15	Current Year FY15 Actual	Inc/Dec of Budget vs Actual	YTD Budget Variance 8%
July	\$ 611,224	\$ 446,665	\$ 615,611	\$ 29,317	\$ 586,294	4.8%
August	\$ 611,224	\$ 408,580	\$ 615,611		\$ 615,611	0.0%
September	\$ 611,224	\$ 204,531	\$ 615,611		\$ 615,611	0.0%
October	\$ 611,224	\$ 217,465	\$ 615,611		\$ 615,611	0.0%
November	\$ 611,224	\$ 602,638	\$ 615,611		\$ 615,611	0.0%
December	\$ 611,224	\$ 561,929	\$ 615,611		\$ 615,611	0.0%
January	\$ 611,224	\$ 1,304,199	\$ 615,611		\$ 615,611	0.0%
February	\$ 611,224	\$ 211,744	\$ 615,611		\$ 615,611	0.0%
March	\$ 611,224	\$ 350,376	\$ 615,611		\$ 615,611	0.0%
April	\$ 611,224	\$ 395,970	\$ 615,611		\$ 615,611	0.0%
May	\$ 611,224	\$ 736,145	\$ 615,611		\$ 615,611	0.0%
June	\$ 611,224	\$ 323,722	\$ 615,611	\$ -	\$ 586,294	4.8%
Total	\$ 7,334,688	\$ 5,763,965	\$ 7,387,333	\$ 7,387,333		78.6%

MONTHLY BOARD REPORT
FY2014 (July 1, 2014 to June 30, 2015)
Capital Expense Summary

Year to Date Budget Variance 8%



Budget to Actual FY2014/FY2015 Comparative
(\$ thousands)

	Budget FY14	Actual FY14	Budget FY15	Actual FY15	Inc/Dec of Budget vs Actual	YTD Budget Variance 8%
July	\$ 71,583	\$ -	\$ 94,781	\$ -	\$ 71,583	0%
August	\$ 103,077	\$ -	\$ 94,781	\$ -	\$ 103,077	0%
September	\$ 71,583	\$ 30,974	\$ 94,781	\$ -	\$ 40,609	43%
October	\$ 71,583	\$ -	\$ 94,781	\$ -	\$ 71,583	0%
November	\$ 236,583	\$ 95,949	\$ 94,781	\$ -	\$ 140,634	41%
December	\$ 71,583	\$ -	\$ 94,781	\$ -	\$ 71,583	0%
January	\$ 92,083	\$ 119,937	\$ 94,781	\$ -	\$ (27,853)	130%
February	\$ 71,583	\$ -	\$ 94,781	\$ -	\$ 71,583	0%
March	\$ 71,583	\$ 5,916	\$ 94,781	\$ -	\$ 65,667	8%
April	\$ 71,583	\$ 161,188	\$ 94,781	\$ -	\$ (89,605)	225%
May	\$ 71,583	\$ 95,949	\$ 94,781	\$ -	\$ (24,366)	134%
June	\$ 71,583	\$ 198,465	\$ 94,781	\$ -	\$ (126,881)	277%
Total	\$ 1,075,994	\$ 708,378	\$ 1,137,373	\$ -		65.8%

EXECUTIVE REPORT



July 2014

EXECUTIVE

- Met with Tesuque Governor and staff, Nambe Pueblo, City of SF and County of SF RTD Board members regarding Ski Santa Fe and Santa Fe National Forest service.
- Attended SF County Board of Commissioners meeting to discuss Transit Plan Resolution.
- Presented Annual Report to City of Santa Fe City Council.
- Attended City of Española regional ball park opening ceremonies.
- Issued RFP for Long Range Service Plan.
- Continued to address issues related to RFP for TAP ADA project.
- Completed capital projects assignment matrix.
- Attended Sustainability Committee meeting.
- Continued interviews for Marketing Specialist.
- Finalized draft reimbursement agreement for legal review.
- Participated in discussions with staff regarding the planning for the 10th Anniversary event.
- Finalized Collective Bargaining sessions and drafted tentative agreement.

- Reviewed lobbyist proposals for NMTA and prepared draft PSA.
- Participated in NMTA Board of Director's meeting.
- Worked with search firm on HR Director profile and recruitment.
- Participated in Santa Fe MPO technical coordinating committee meeting.
- Meet with Attorney and Staff regarding various legal issues and associated documents.
- Prepared Board and Finance Subcommittee meeting materials.
- Met weekly with Board Chair Barrone on various issues.
- Continued review, revision and creation of various NCRTD policies.
- Maintained continuous communication with board members, subcommittee members, and Chair.
- Attendance at various NCRTD staff and subcommittee meetings, including Board, Finance and Tribal subcommittees meeting.
- Addressed a variety of employee human resources issues and prepared memorandums to document district actions.

MARKETING/PUBLIC INFORMATION

- Conducted interviews for the Marketing Specialist
 - Worked with the Rio Grande Sun for a story that appeared in the paper regarding the Intelligent Transportation System
 - 10th Anniversary planning meetings continue with NCRTD Executive Director and Executive Assistant Dalene Lucero
 - Attended a New Mexico Broadcaster's Association PIO
-

Roundtable meeting at NM Department of Corrections

- Organized involvement for RTD participation in the Madrid 4th of July Parade. Mike Kelly represented the RTD at the event
- Met with Kelly Duran, Espanola Valley Chamber of Commerce executive director
- Submitted an NCRTD nomination for the FTA Administrator's Award
- Attended the Access, Mobility and Connectivity NMDOT working group meeting at MRCOG
- Created three-fold brochure to be included in the orientation package for incoming students at Northern New Mexico College in Espanola
- A half page ad ran in the Rio Arriba County Fair program
- Multiple ads ran this month for the Folk Art Market which featured RTD as among the event sponsors
- Met with Taos News and KSWV to discuss advertising program for FY2015
- A special business card-sized notice appeared in the Rio Grande Sun on a special anti-DWI page going into the 4th of July weekend
- Provided various updates and rider alerts to ncrtd.org throughout the month
- KDCE – 950 AM radio in Espanola, :30 sec radio spot and sponsorship of the 7:30 AM news ran 17 days in July excluding Saturdays and Sundays
- KSWV 810-AM in Santa Fe, :30 sec spot ran 20 times in July as well as 30 :20 sec promos announcing RTD sponsorship during the 7:30 AM ½ hour
- KTAOS 101.9 FM in Taos, 14 :30 sec radio spots ran each week in July

- Two ads ran in July in the Rio Grande Sun, Los Alamos Monitor and the Taos News.
- A newly created strip ad ran in the Santa Fe New Mexican on July 4 and 16 on front page of Locals section
- Green Fire Times ad ran in their July issue featuring Northern New Mexico
- Chama Valley Times ¼ page ad ran in July issue

SERVICE DEVELOPMENT

- June 2014 5311 Ridership Report oversight
 - Participated in the Employee Recognition Committee
 - ITS AVL/CAD project work including:
 - MDT vehicle installs completed
 - Ongoing training and teambuilding throughout organization
 - StrataGen/Adept paratransit and Avail data entry and oversight
 - Continued QR code discussions and strategizing regarding implementation
 - Ongoing communication with FTA regarding FFY13 NTD RU-22 Tribal reports; Tribal RU-22s verified and will be provided to each Pueblo
 - Continued work with NMDOT regarding TAP project and the ADA Transition Plan; final contract received from NMDOT; provided input to Executive Director in creation of RFQ; RFQ currently submitted and awaiting approval
-

- Communicated with KFH Group regarding service plan update implementation including schedules and timetables
- Facilitated Tribal Subcommittee meeting July 1; discussed TTP funds, MOAs, reviewed service plan update and potential routing

OPERATIONS

- Continue working with Avail and team on ITS, AVL & CAD.
 - Interviewed for Drivers and Fleet and Facilities Worker.
 - Held the first Sustainability Committee Meeting.
 - Working with Executive Director complete Union Negotiation with the Teamsters Union.
-



Performance Measures

for

Fiscal Year 2014

June 2014



Performance Measures for Fiscal Year 2014

The performance measures that were developed are designed to provide data that can be evaluated in a logical manner. It allows the District to identify areas in which its performance may need to be improved and to understand the characteristics and factors that impact that performance. In addition, to the extent feasible a peer comparison or a benchmark has been included as available or appropriate. This performance data is important since many times the District's costs, efficiencies and productivity is not measured against any benchmark or standard or attempts are made to compare it against systems that bear no similarities in mission, complexity or service area. Therefore, the data presented should provide some context in which to assess the District and its efforts to deliver services based upon its mission, goals and objectives."

The report data collected is grouped into 3 areas: Administrative, Fleet and Customer Related:

1. Administrative:

- A. Ridership, All Funded Routes
- B. Ridership, NCRTD Operated Routes
- C. Monthly Expenditures
- D. Cost Per Mile
- E. Cost Per Trip

2. Fleet:

- A. Vehicle Back Up Ratio
- B. Average Vehicle Age
- C. Percentage of "On-Time" PM / Inspections
- C. Accidents, Major/Minor Tracking

3. Customer Relations:

- A. Complaints
- B. Incidents

The In-state/local comparable is Sandoval/Valencia Counties which are operated by the Rio Metro Regional Transit District. This benchmark/peer entity was chosen since they are within New Mexico and somewhat similar to rural transit service. The FTA benchmarking data used originates from the Rural Transit Fact Book 2013. The data is for 2011 in FTA Region 6, rural providers which includes New Mexico, Texas, Oklahoma, Arkansas and Louisiana.

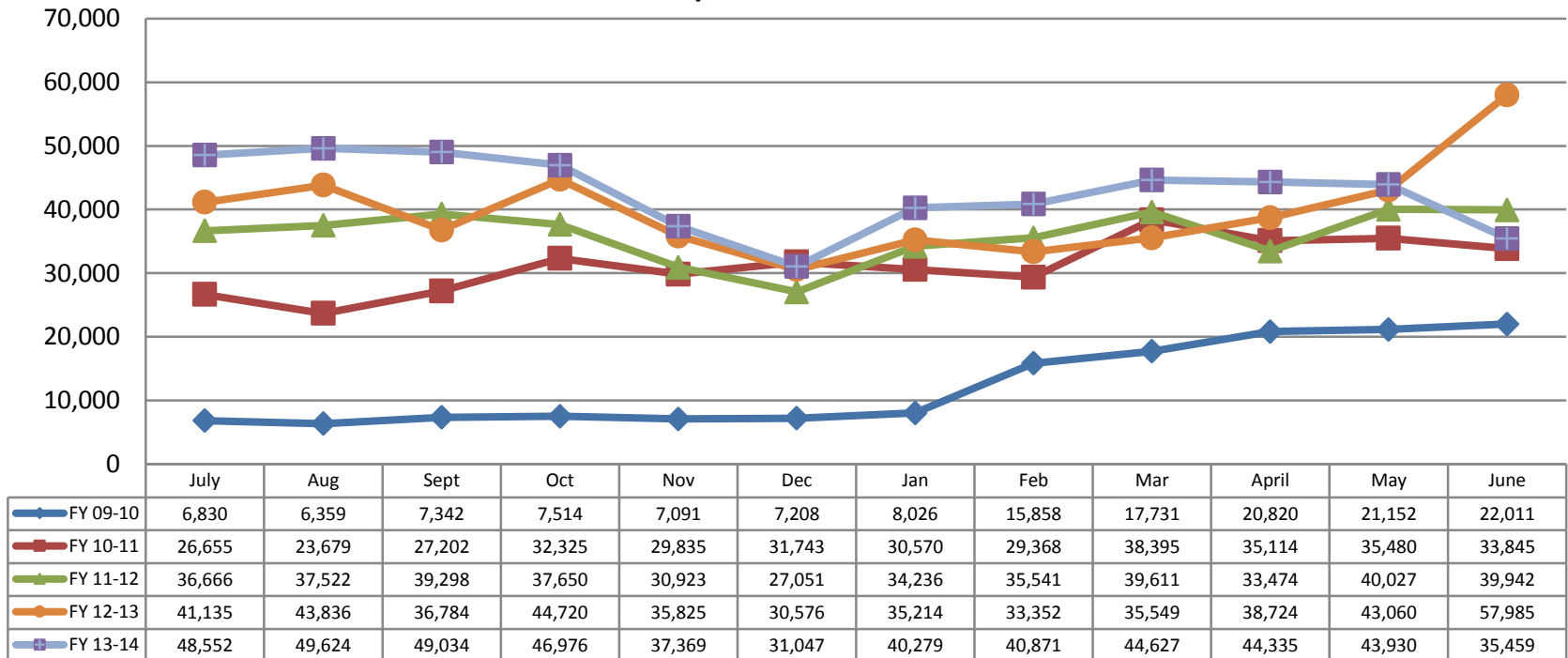


Performance Measure - Administrative:

Ridership Tracking of All NCRTD Funded Routes

Tracking ridership is the #1 way a public transportation agency can gauge its effectiveness of the service it provides. Ridership data for all routes funded by the NCRTD are collected by City of Santa Fe and Los Alamos County. This data is forwarded and combined with the data from the District's operated routes. These numbers are then compiled into a monthly ridership report. This measurement tracks the number of one way trips taken on all the routes within the district. This graph shows the NCRTD combined total ridership numbers, and compares them each month, identifying any increases or decreases in the number of monthly trips. This also indicates how well the regional district is continuing to address the issue of accessible mobility by routes that are in areas where there is public demand. Sandoval/Valencia counties are used local/in-state comparison benchmark, as they are similar in service but smaller in size: a two county service of the Rio Metro Transit District.

Ridership All Funded Routes

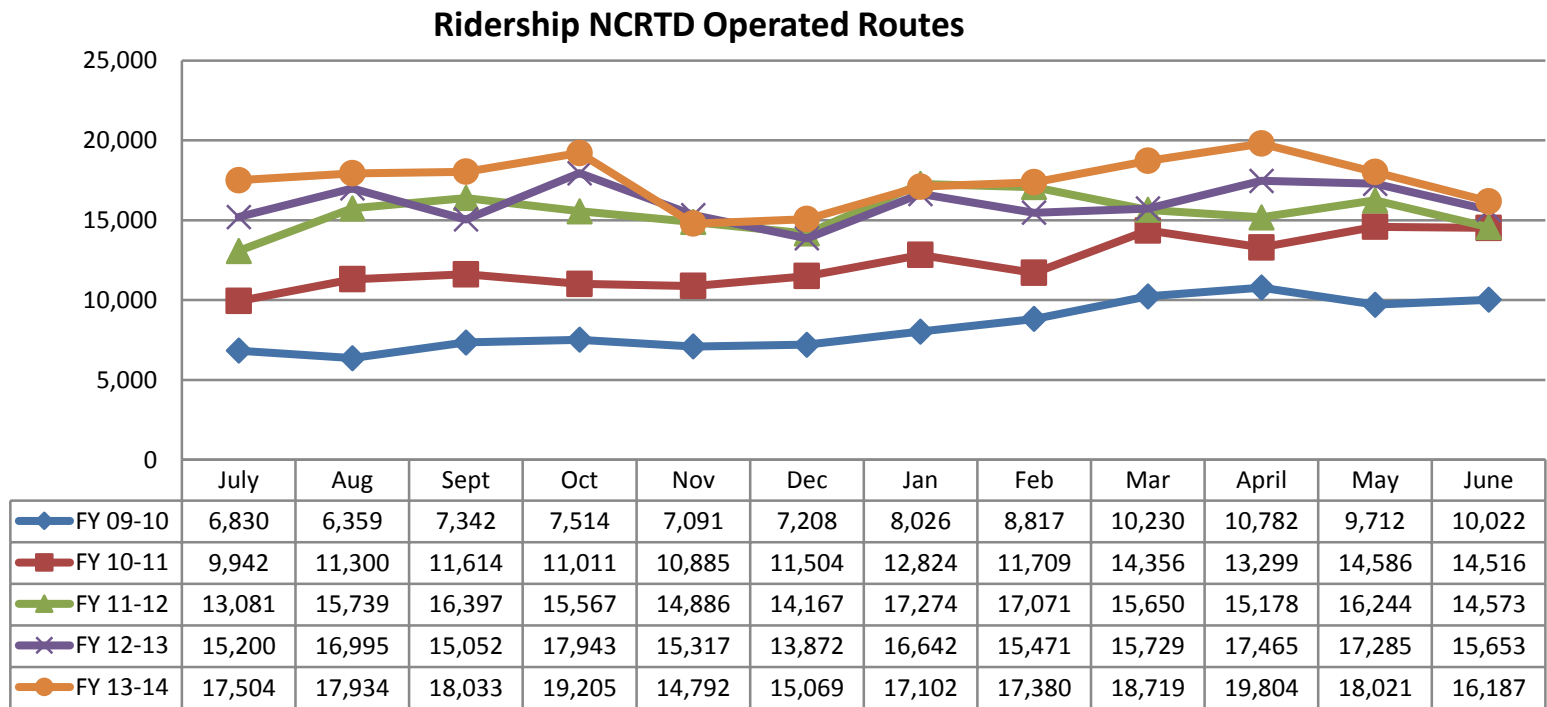




Performance Measure - Administrative:

Ridership Tracking of NCRTD Operated Routes

This ridership data is collected by the NCRTD drivers for all routes operated by the District. This includes 20 fixed and commuter routes as well as the demand response routes. Totaling the number of one way trips on NCRTD routes, allows staff to evaluate effectiveness and to ensure that the service is reaching areas in the district that have high demand for accessible mobility. Sandoval/Valencia counties were selected as a local/in-state comparison benchmark.



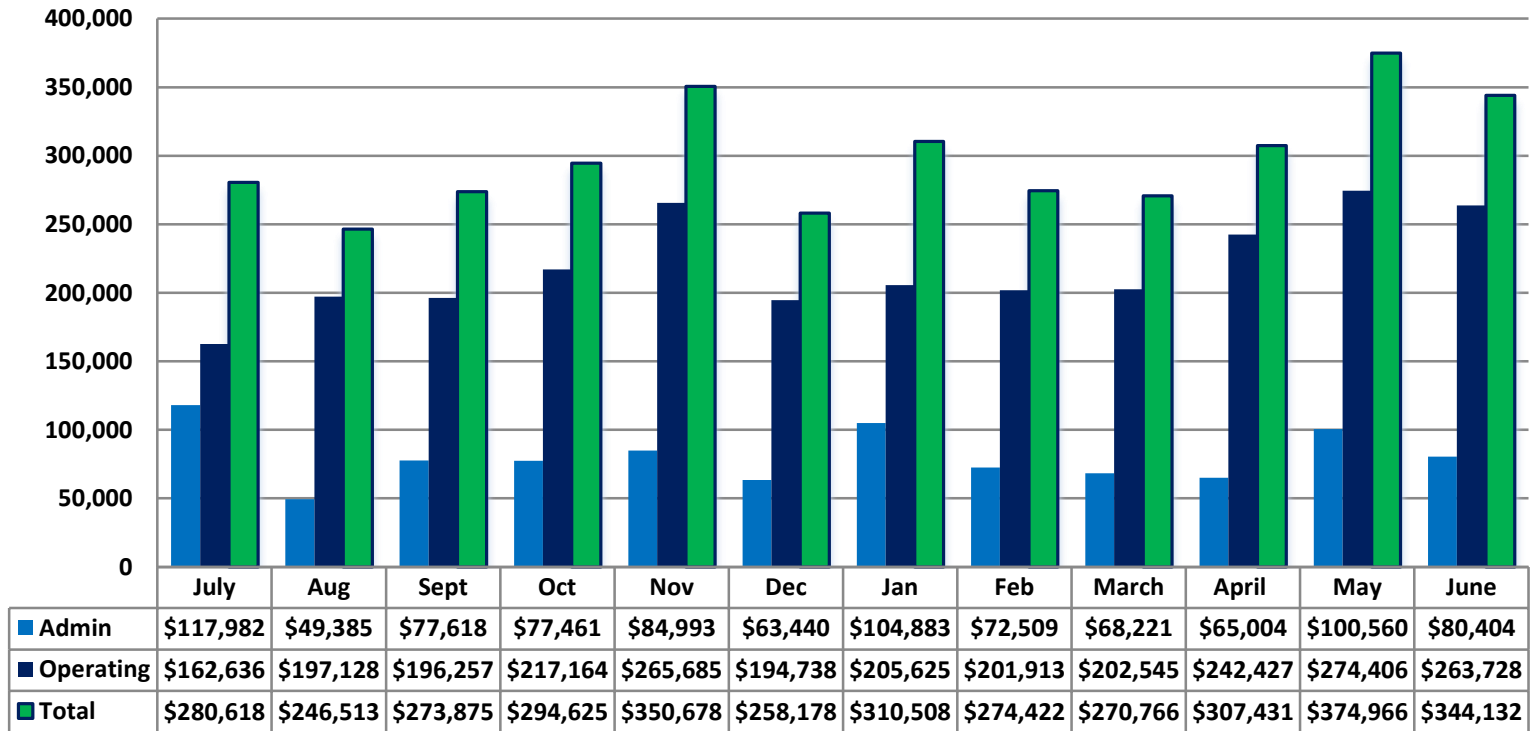


Performance Measure - Administrative:

Monthly Expenditures for Administrative and Operating

The NCRTD's Finance Department provides the administrative and operating expenses in a monthly budget status report. It is important to measure the expenditures to maintain a balanced budget, as well as tracking the administrative and operating margins. This data is used in determining the cost per trip and the cost per mile. Tracking the budget and monitoring operational costs allows management to target specific dollar amounts when creating future budgets and requesting federal funding from the NM Department of Transportation.

Monthly Expenditures FY 13-14





Performance Measure - Administrative:

Operational Cost per Vehicle Mile

Cost per vehicle mile is the total operating costs per month in relation to the total vehicle miles per month traveled on NCRTD routes. The mileage data is logged daily for each route and compiled into a monthly report. Monthly operating costs are obtained from the Monthly Expenditures (chart above) and the number of miles travelled for NCRTD operated routes. As a cost efficiency measure, operating costs per vehicle mile assesses the financial resources needed for the District's route operations. This measurement is a beneficial tool for the planning and operation's departments. The NM Department of Transportation uses this as one of their performance measures in the state-wide transit guide published annually. Additionally this is used when NMDOT evaluates a transit system for the state-wide awards of 5311 funding. This is a management tool to track our cost per mile vs. the amount of budget being spent to operate a particular route as well as collectively for all routes. Sandoval and Valencia counties' annual average are used as a local/in state comparable benchmark, even though their system is smaller than NCRTD. Data from the 2013 Rural Transit Data Fact Book, specifically FTA's District 6 (our district) annual cost per mile is included as a benchmark.

Operating Cost Per Vehicle Mile

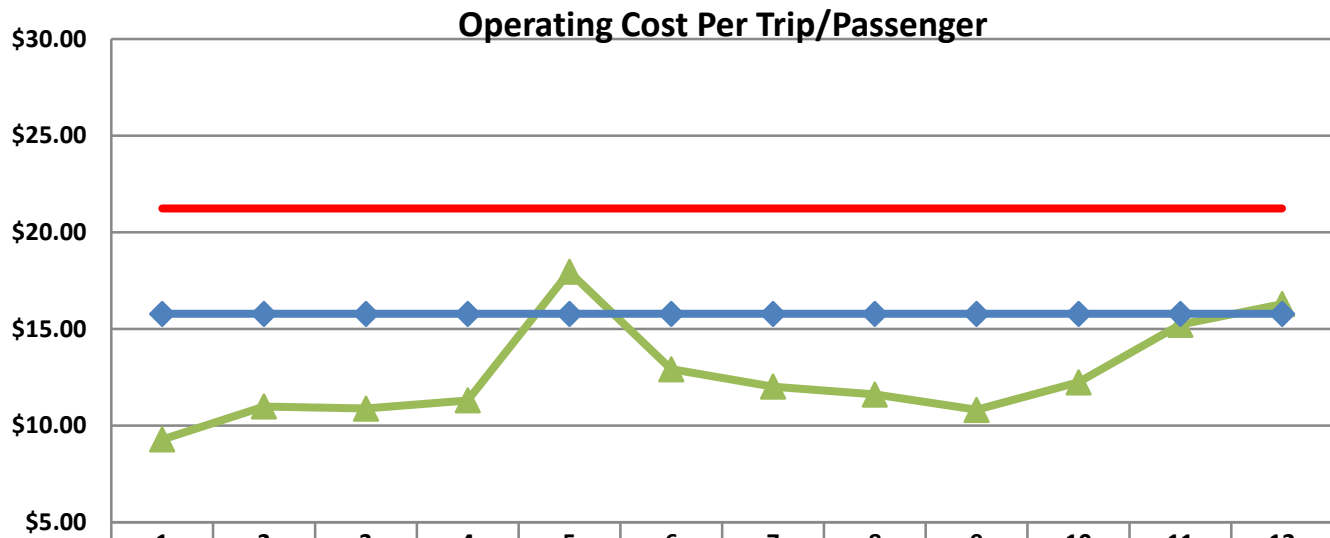




Performance Measure - Administrative:

Operating Cost per Trip

When transit data is collected, passengers, riders and rides are counted and referred to as “trips.” One passenger can generate several trips in a day, and these are counted individually. Example, a particular rider may board in Questa (1 trip) and transfer to the Taos to Espanola bus (1 trip) and again transfer to the Santa Fe bus in Espanola (1 trip) for a total of three trips. The cost per trip is computed on a monthly basis by dividing the monthly operating costs from the Monthly Expenditures (chart above), by the total monthly number of trips (ridership). NM Department of Transportation uses this as one of their performance measures to the state-wide transit guide published annually. Additionally this is used when NMDOT evaluates a transit system for the state-wide awards of 5311 funding. This is a management tool to track our cost per trip vs. the amount of budget being spent to operate a particular route as well as collectively for all routes. Sandoval and Valencia counties’ annual average are used as a local/in state comparable benchmark, even though their system is smaller than the NCRTD. Data from the 2013 Rural Transit Data Fact Book, specifically FTA’s District 6 (our district) annual cost per trip is included as a benchmark.



	1	2	3	4	5	6	7	8	9	10	11	12
▲ Monthly Cost per Trip	\$9.29	\$10.99	\$10.88	\$11.31	\$17.96	\$12.92	\$12.02	\$11.62	\$10.82	\$12.24	\$15.23	\$16.29
— Sandoval/Valencia	\$21.24	\$21.24	\$21.24	\$21.24	\$21.24	\$21.24	\$21.24	\$21.24	\$21.24	\$21.24	\$21.24	\$21.24
◆ Region 6 Total Cost Per Trip	\$15.79	\$15.79	\$15.79	\$15.79	\$15.79	\$15.79	\$15.79	\$15.79	\$15.79	\$15.79	\$15.79	\$15.79

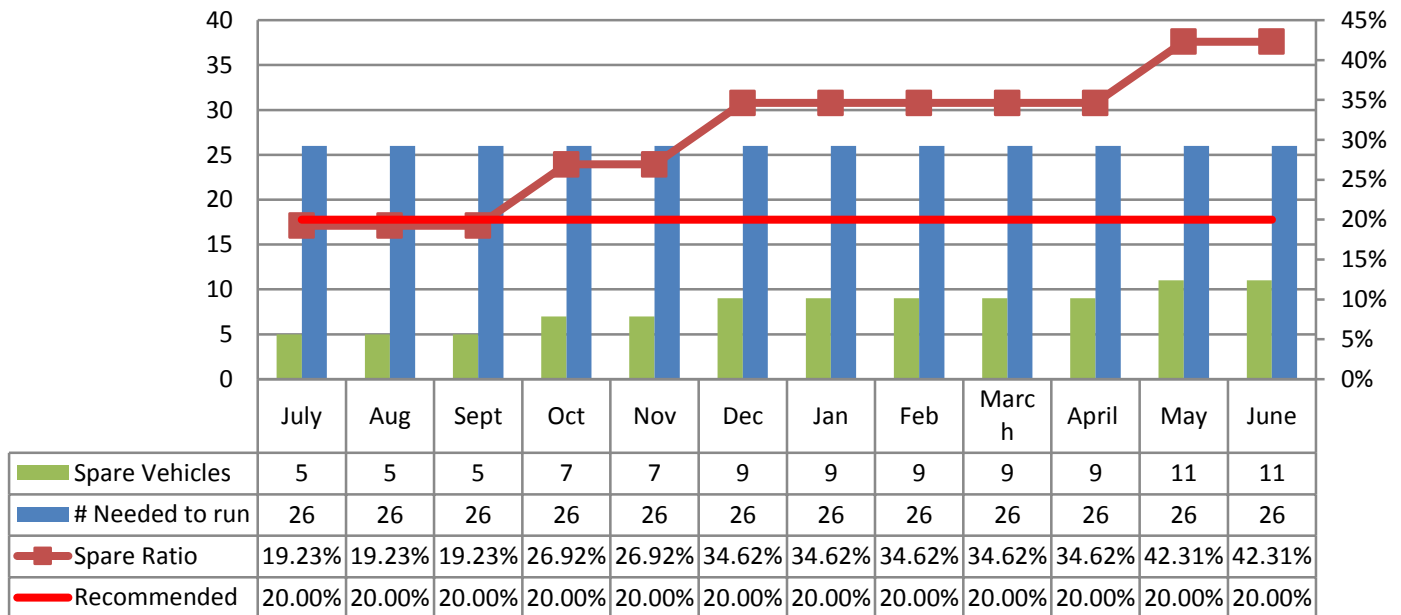


Performance Measure - Fleet:

Spare Vehicle Ratio/Combined all Vehicles

FTA defines the spare ratio as the percentage of spare vehicles in comparison to the number of vehicles required for annual maximum service. Recommended FTA spare vehicle ratio is 20% for fleets over 50 vehicles. NCRTD's fleet totals 35 and is exempt from this guideline but it is a good benchmark to keep in place. With an annual maximum service of 27 and a backup fleet of 8, the backup ratio is 30%. This higher number is needed and reasonable due to the variety of passenger seating requirements for specific routes throughout the District. These backup vehicles ensure consistent coverage of all routes when vehicles are off line due to routine maintenance or unexpected breakdowns.

Spare Vehicle Ratio/Combined All Vehicles



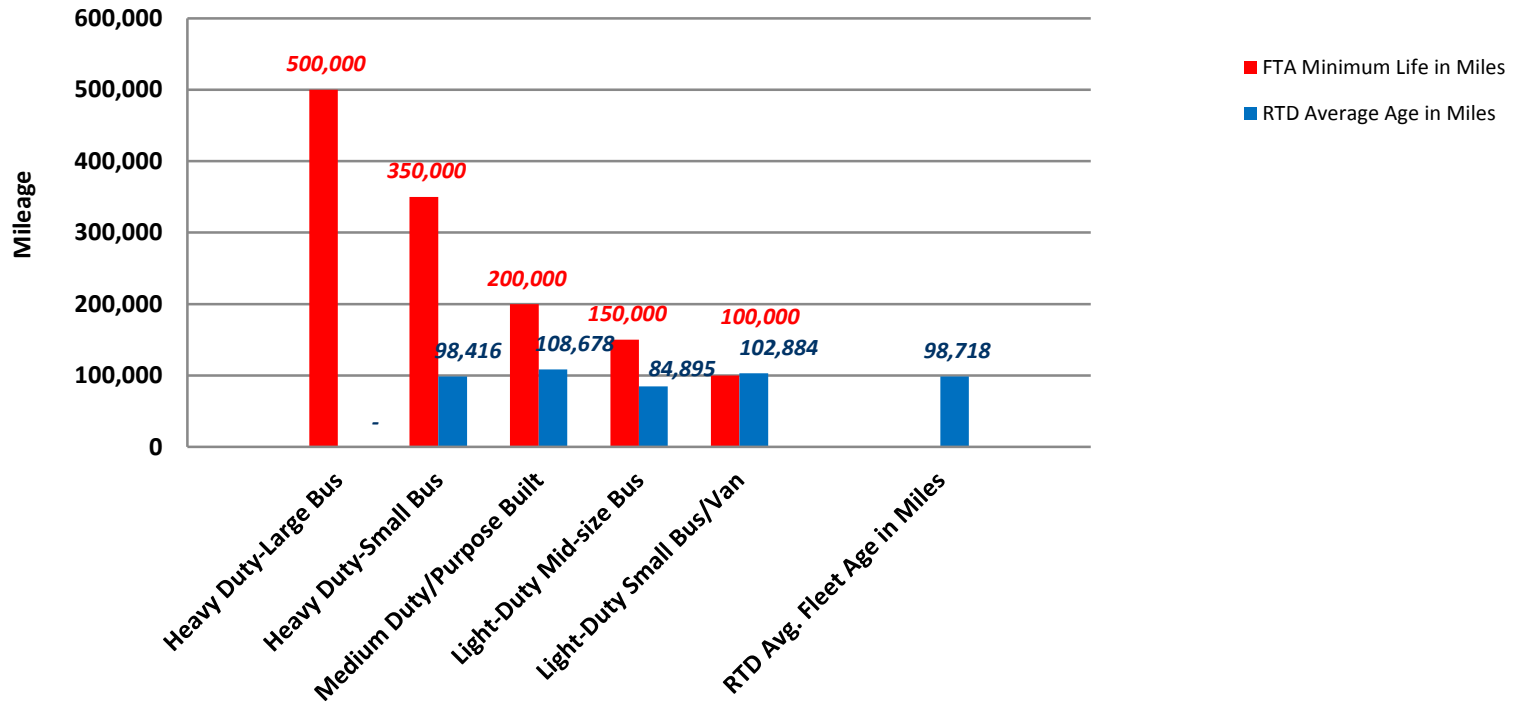


Performance Measure - Fleet:

Average Fleet Age

The FTA allows the use of years or mileage to attain usable life. The District uses mileage rather than the year of manufacture because of the large area of the district and the high number of miles traveled on an annual basis. This compares the age of specific kind of vehicles by mileage in accordance to the FTA guidelines. This is useful in fleet replacement planning. The numbers will vary month to month as mileages increase and old vehicles are replaced by new.

Average Fleet Age in Miles by FTA Category



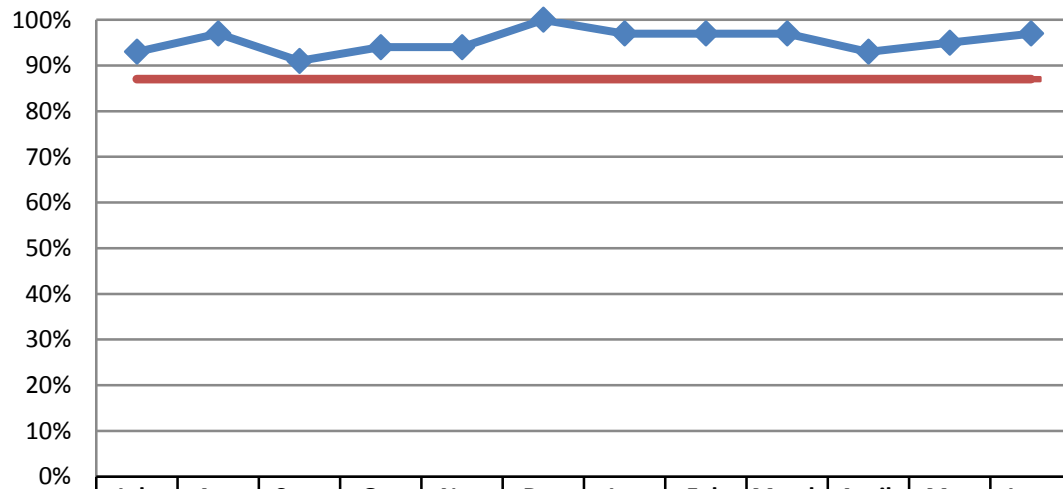


Performance Measure - Fleet:

Percentage of “On-Time” PM / Inspections

The federal benchmark for the percentage of “on-time” preventative maintenance (PMs) and inspections for the fleet is 87%. Inspections are required to be conducted within certain mileage timeframe by vehicle manufacturers for the various sizes of vehicles. Manufacturer’s recommended maintenance schedules may range in mileage due to the component makeup of a particular vehicle. The FTA recommends they be conducted within the manufacturer’s recommended maintenance schedule. However, as a sub recipient of NMDOT we are allowed varied standards as approved by NMDOT. With the variety of sizes and component makeup of District vehicles, we have determined and hold to a standard of 6000 mile intervals for the light and medium gasoline powered fleet and 7000 miles for the diesel powered medium-heavy fleet. This ensures frequent safety inspections and PM services at reasonable intervals that result in a more dependable and safer fleet. This data is collected and tracked by the Fleet Maintenance Manager.

Percent of Preventative Maintenance Completed Within Scheduled Mileage



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
FY 13-14 RTD Maintenance	93	97	91	94	94	100	97	97	97	93	95	97
FTA Recommendation	87	87	87	87	87	87	87	87	87	87	87	87

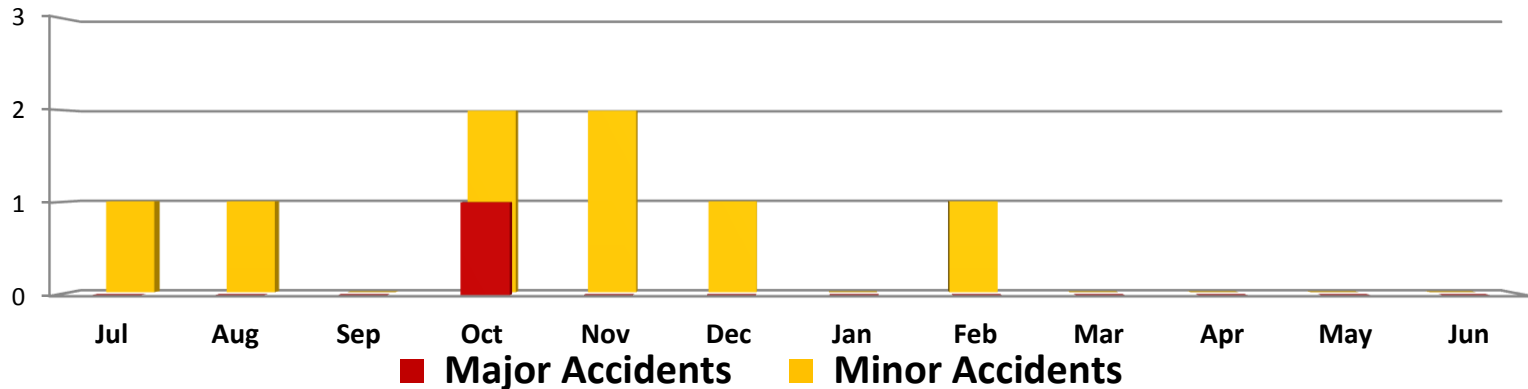


Performance Measure - Fleet:

Accidents per Month

This measurement shows us how many accidents occur within a month and to what frequency they occur. These are logged as minor or major accidents. A minor accident for example, is one where a driver hits a stationary object while backing but there is minimal damage. A major accident is one where there may be significant damage and/or injury, and a FTA Post accident drug screen is required. All accidents are reported to the Operations and Maintenance Manager to decide on what corrective action needs to be taken. There are established internal reporting and follow up procedures. All accidents, major or minor, are investigated and documented, and dealt with accordingly by the operations management team. As a result, disciplinary measures and/or driver re-training may be required by the outcome of the investigation.

Number of Major/Minor Accidents per 84,840 Miles Avg. Driven Monthly



Last Minor Accident - February 13, 2013

Miles Driven since last Minor Accident - 359,567

Last Major Accident - October 22, 2013

Miles Driven since last Major Accident - 694,880



Performance Measure – Customer Relations: Complaints per Month

This performance tracks monthly the number and type of complaints received by the Operations Division of the NCRTD. The complaints are received by the Operations and Maintenance Manager. These are categorized by the type of complaint, and evaluated as to the seriousness of the complaint and whether or not a course of action needs to be taken, i.e. driver reprimand, driver retraining, vehicle maintenance, etc. This measure is intended to measure the percentage of complaints versus the total ridership for the month. Driver performance can be graded and we can see if more driver training needs to be scheduled for particular drivers. Customers also have complained about routes, stops, dispatch, bus cleanliness and other various categories.

1. A caller reported the driver of the RTD bus was driving unsafe and tailgating on Hwy 85 outside of Greely Co. / The investigation revealed that it was a new bus in route from the factory to be delivered to the District. The bus company was notified of the incident.
2. A caller could not find the bus stops on 599 route, specifically the Wal-Mart, Outlet Mall and Santa Fe Place Mall stops. / Informed the caller that those stops are located at the Santa Fe Trails bus stops. There are no RTD signs there due to sign code issues. The district is working with the City of Santa Fe-Santa Fe Trails to add RTD signs at those stops.
3. A caller complained a district car was speeding excessively northbound on 84/285 before the Tesuque exit and construction area. / Incident was investigated and appropriate actions were taken with driver.
4. A caller complained he was missed by the Taos/Espanola bus at Taos County Admin stop. He said he was standing by a pole near the bus shelter. / Investigation revealed the driver had made the stop and was there 5 minutes before departing. The driver was unsure why rider did not board the bus during that time.
5. A highly intoxicated person complained that the driver of Riverside was rude and needed to be spoken to. / After speaking with driver about this complainant, due to his actions and prior incidents on the bus it was determined to suspend him from service.

Performance Measure – Customer Relations: Complaints per Month

	FY 13-14 Number of Complaints					Percent VS Ridership
	Total	Schedule Issues	Driver Performance	Against other Passengers	Miscellaneous*	
July	8	1	7			0.05%
August	5	1	4			0.03%
Sept	8	1	5	2		0.04%
Oct	8		8			0.04%
Nov	5	1	4			0.03%
Dec	2		2			0.01%
January	6	2	4			0.04%
Feb	5		4		1	0.03%
March	7		2	5		0.04%
April	7	1	5		1	0.04%
May	6	2	4			0.03%
June	5	1	2	1	1	0.03%
Total	72	10	51	8	3	



Performance Measure – Customer Relations:

Customer Incidents

This performance measure calculates the number of customer incidents reported to the Operations and Maintenance Manager on a monthly basis. Customer incidents are any serious occurrence that may have an outcome that could be potentially hazardous to the driver or other passengers. These situations could be anything such as two passengers arguing over something, or a rider threatening a driver, or a non rider harassing a driver for not being on time. It could also be a passenger falling down on the bus, or a passenger stepping in front of the bus as it pulls away from the curb to stop it to get on the bus. This data is collected by the driver writing an incident report and turning it in to the Operations and Maintenance Manager. This is intended to measure the types of situations that arise and how frequently they arise on the various routes of service provided by the NCRTD. This measurement tells us the frequency of incidents versus the number of monthly riders. We can then see if additional training needs to be implemented for the driver to avoid or control incidents that may occur on his route.

1. Riverside – Rider was punching the seat in front of her. The driver gave her warnings to stop and she then got very rude and loud when he told to calm down. The driver had her exit the bus at Century Bank stop.
2. Santa Fe - At Park & Ride, the driver had to deny rides to 3 persons due to a full capacity bus.
3. Riverside – A rider would not get off at stops that he had requested. He kept changing his mind. He later claimed because he was blind -disabled and could stay on as long as he wanted.
4. Westside – An intoxicated rider fell on the sidewalk as she exited the bus. Driver called in for help. EMTs responded to aid passenger.
5. Taos – Police officers stopped the bus, interviewed the driver and informed there were individuals on the bus threatening other passengers. The police boarded to interview passengers. Afterwards they removed 2 passengers from the bus and the driver proceeded approximately 25 minutes late.
6. Santa Fe – The rear wheel of the bus was smoking at Camel Rock. The driver called in the emergency, evacuated passengers from the bus and used fire extinguisher on the smoking wheel. Shortly thereafter the fire department arrived and sprayed water on the wheel. Other buses arrived and picked up the passengers.
7. Riverside – An intoxicated passenger tried to start fight on the bus. The driver had him exit the bus at the next stop. On the next round he tried to argue and threatened to fight with driver. On the following round he tried to get on bus. Driver closed door and man tried to force door open. The driver had to drive away to get him to let go of the door.
8. 599 – On Hwy 14, a car pulled out in front of the bus. The Driver had to swerve off to the opposite shoulder of the roadway to avoid T-boning the car. The driver of the car stopped and apologized to the bus driver for not looking and then left the scene.
9. Santa Fe – A passenger reported to the driver that she got up from her seat and left her phone laying on it. When she returned to her seat the phone was gone. The driver then announced the missing phone on PA system and asked for the one who had picked up the phone to return it. No one did so. She then announced that there were cameras on the bus and the recorded event would be reviewed by the bus supervisors. The phone was then returned to its owner.
10. Tesuque – The driver observed a man in the rearview mirror standing in the aisle of the bus. He was hitting a man who was seated. The driver told him to stop fighting and the man was exited off the bus at the next stop.

Customer Incidents

	FY 13-14 Number of Customer Incidents						
	Total	Driver-Non Rider	Rider-Rider	Driver-Rider	Rider	% of Ridership	
July	9	1			8	0.05%	
Aug	5				4	1	0.03%
Sept	8	2			6		0.04%
Oct	12	2	2		8		0.06%
Nov	7				5	2	0.03%
Dec	4				4		0.03%
Jan	7	1	1		2	3	0.04%
Feb	13	5	3		4	1	0.08%
March	13	2	6		5		0.07%
April	16		2		14		0.08%
May	14	1	1		12		0.08%
June	10	2	3		5		0.06%
Total	118	16	18		77	7	

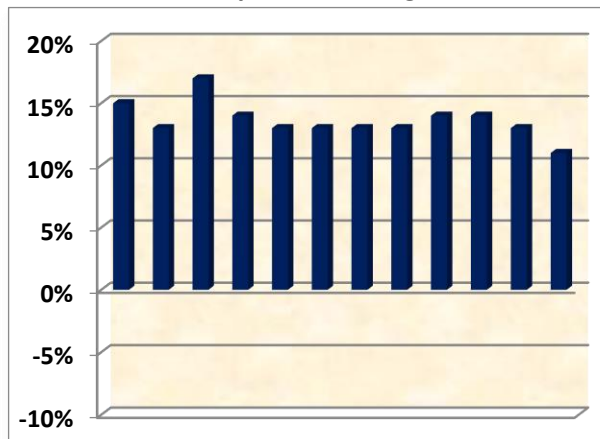
NCRTD Monthly Ridership Summary

June 1, 2014 through June 30, 2014

Calendar Operating Days

	This Year
Jul-13	21
Aug-13	22
Sep-13	20
Oct-13	22
Nov-13	18
Dec-13	21
Jan-14	21
Feb-14	20
Mar-14	21
Apr-14	22
May-14	21
Jun-14	21

Total Ridership YTD % Change



Monthly System Totals

Year to Date Totals

	Monthly System Totals			Year to Date Totals			
	This Year	Last Year	%Change	This Year	Last Year	Difference	%Change
<u>NCRTD Operated</u>	16,187	15,653	3%	209,750	193,027	16,723	8%
<u>NCRTD Funded</u>	19,272	26,679	-38%	307,618	269,146	38,472	13%
<u>All Systems Funded Total</u>	35,459	42,332	-19%	517,368	462,173	55,195	11%

System Daily Averages

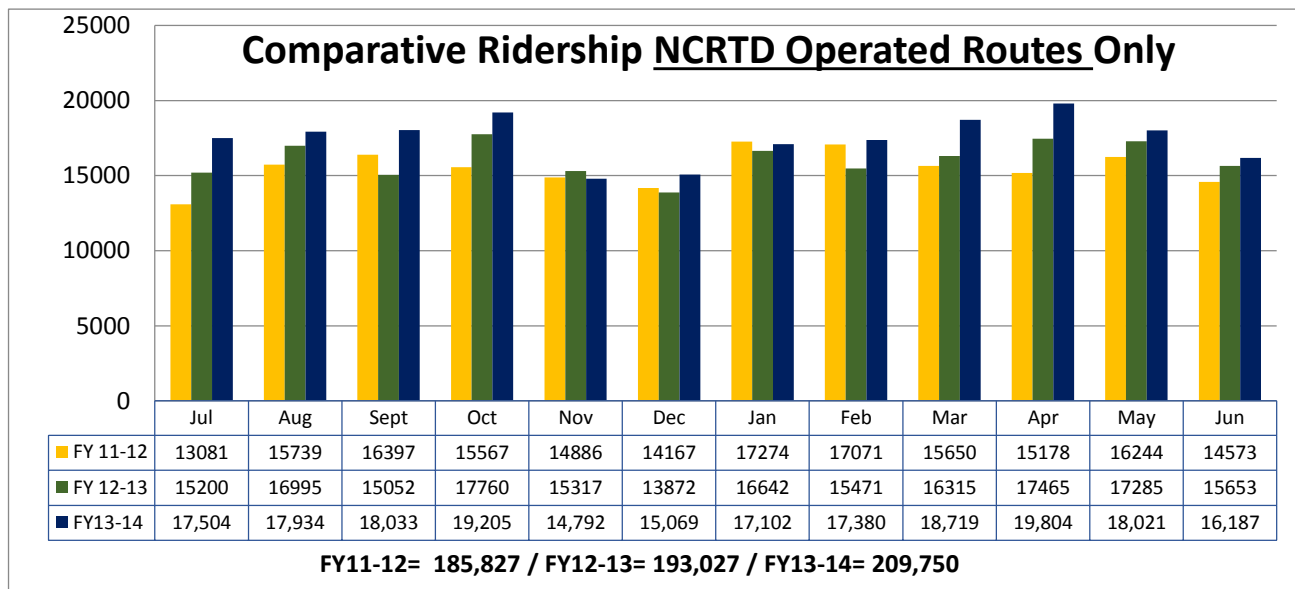
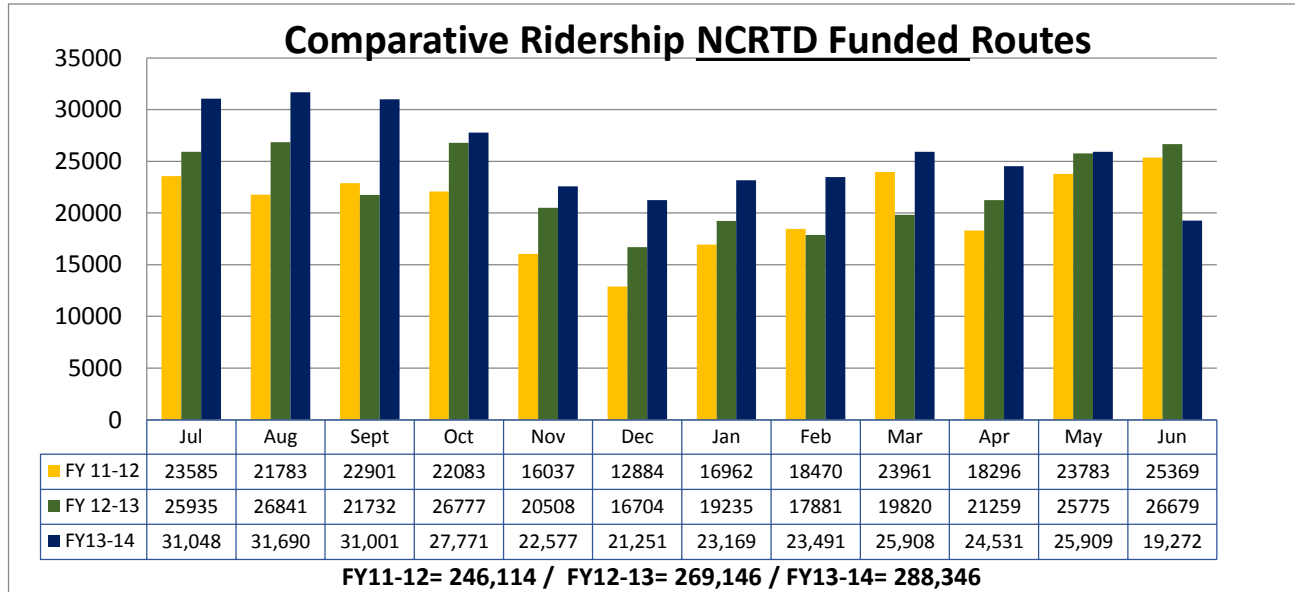
	This Year	Difference	% Change
<u>NCRTD Operated</u>	771	745	3%
<u>NCRTD Funded</u>	918	1,270	-38%
<u>Systems Total</u>	1689	2015	-19%

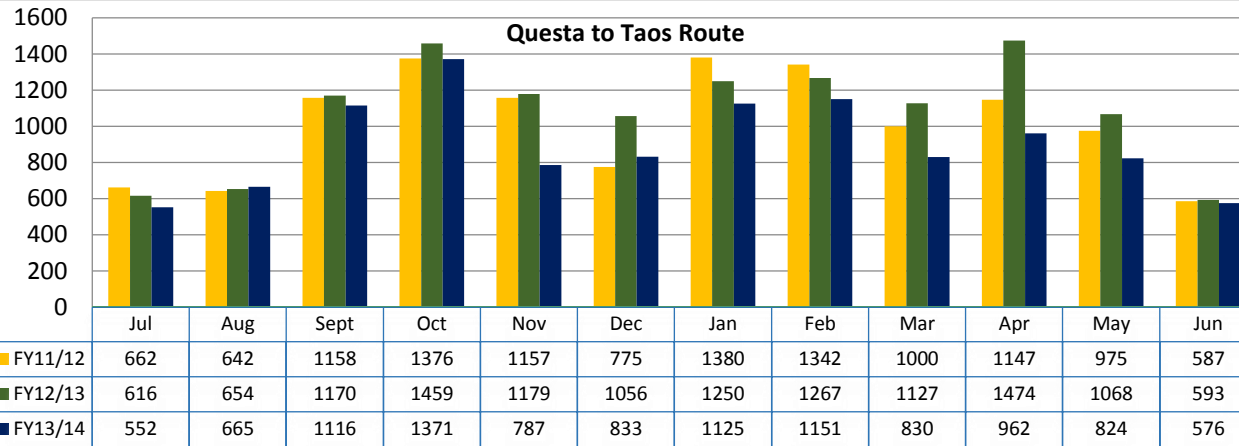
Total Ridership YTD % Change

July-13	15%
August-13	13%
September-13	17%
October-13	14%
November-13	13%
December-13	13%
January-14	13%
February-14	13%
March-14	14%
April-14	14%
May-14	13%
June-14	11%

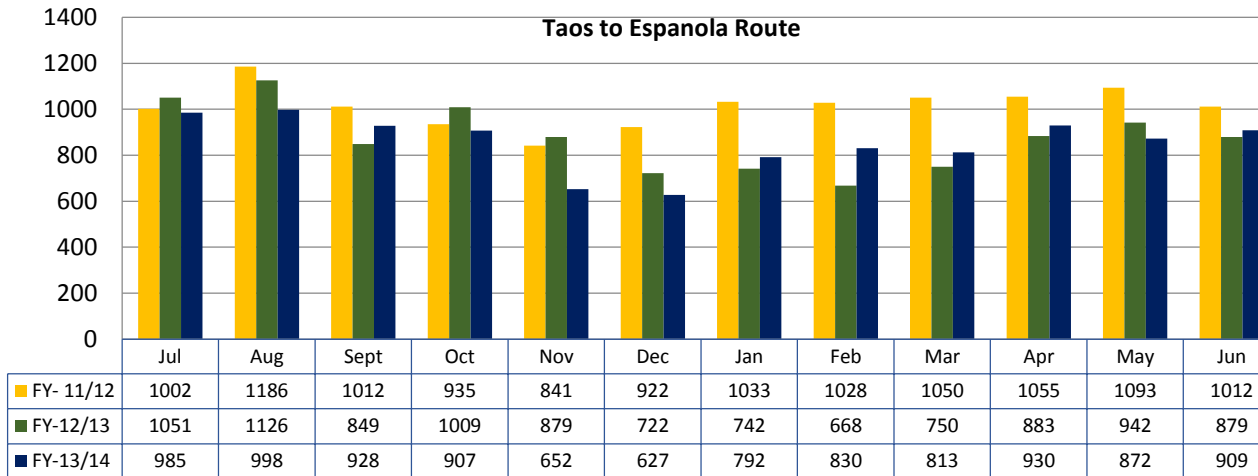
Note: Ridership numbers for Santa Fe PickUp were not provided to the NCRTD to be included in June's 2014 Ridership Report

Jun-2014 Ridership Report

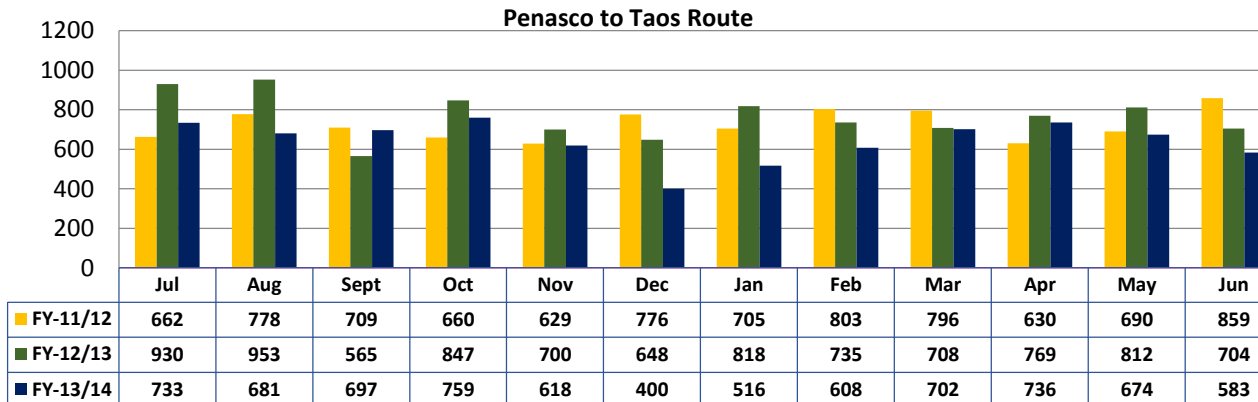




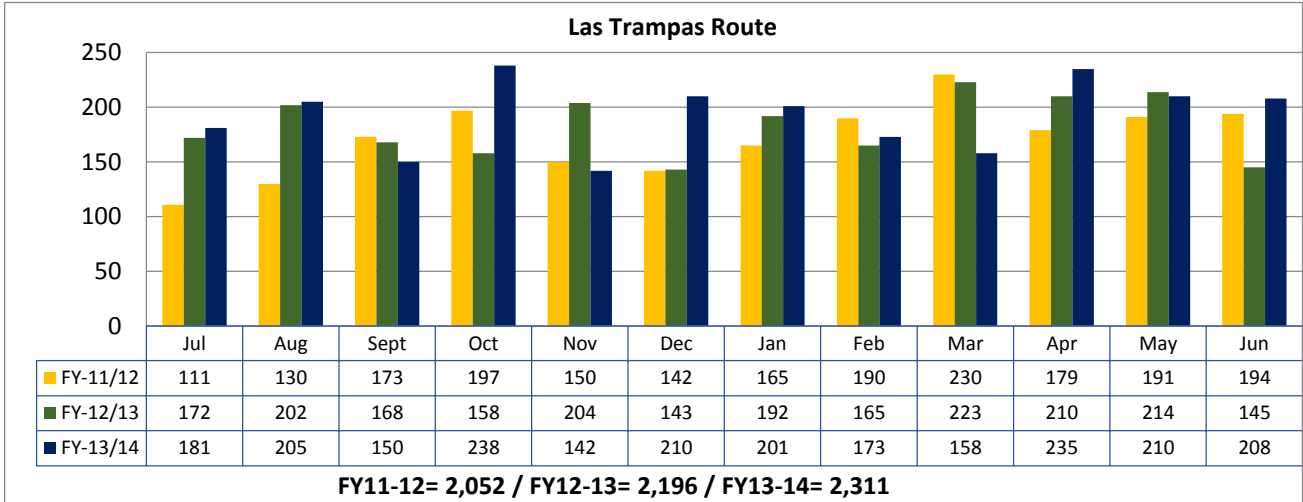
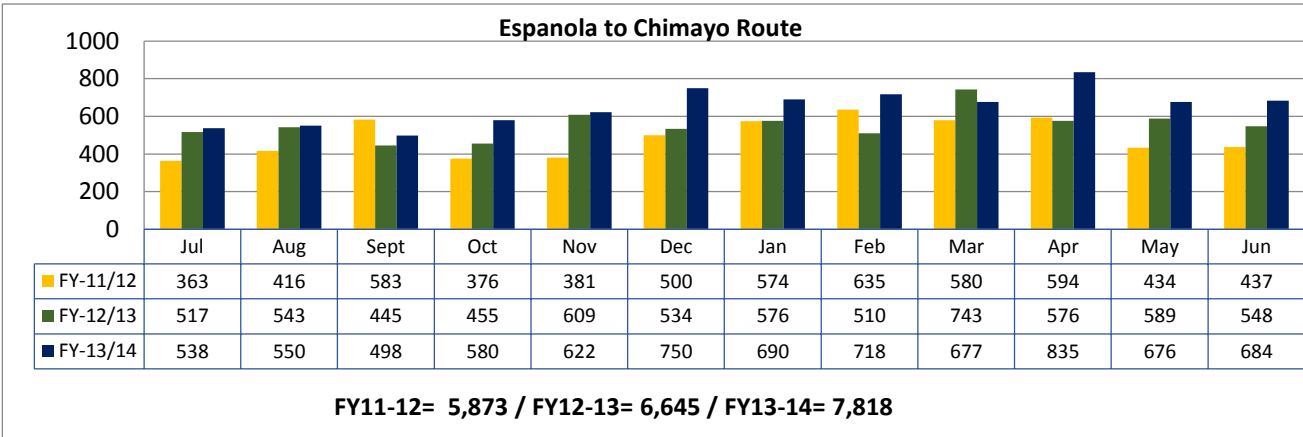
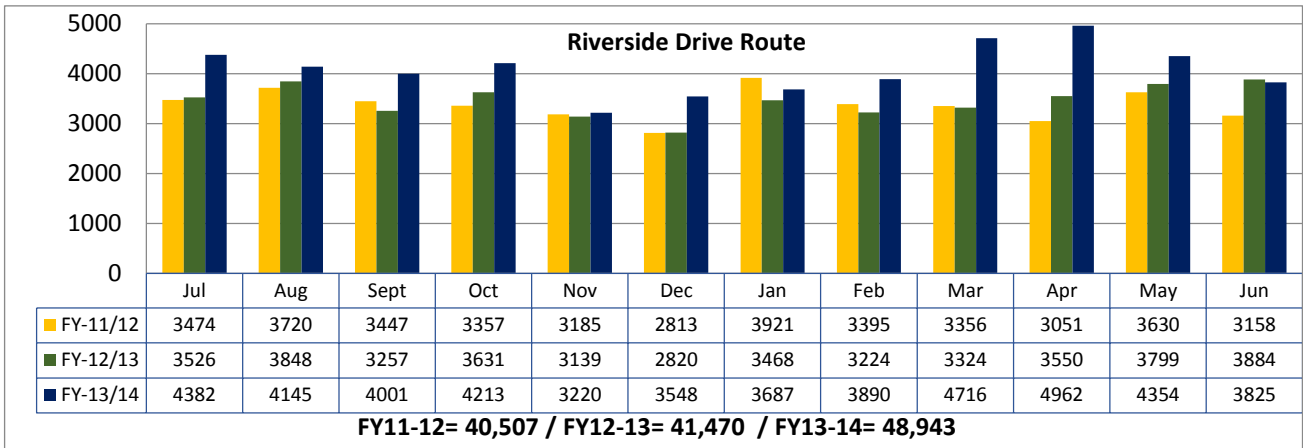
FY11-12= 12,201 / FY12-13= 12,913 / FY13-14= 10,792

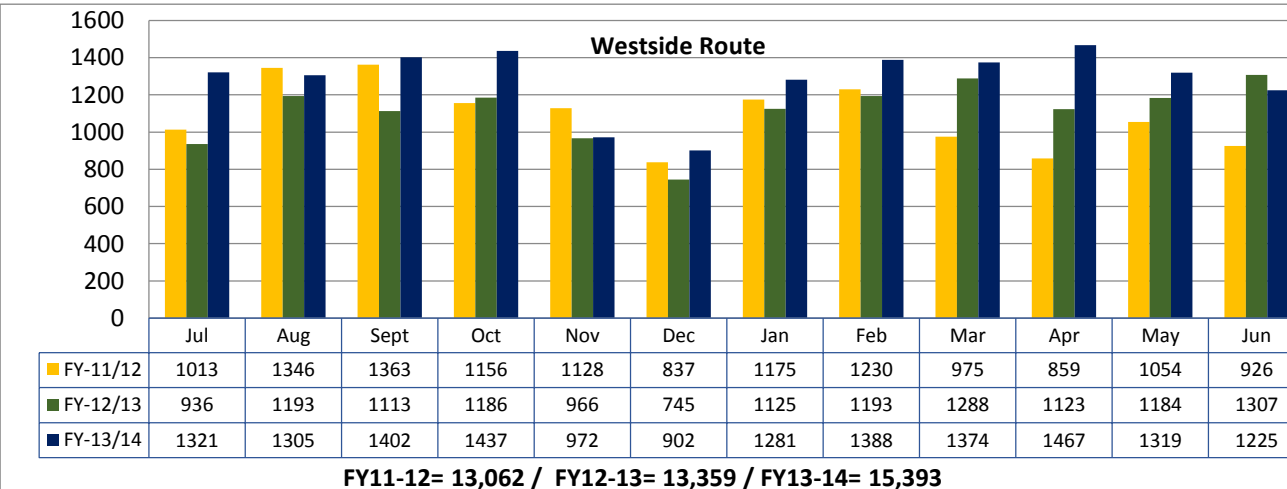
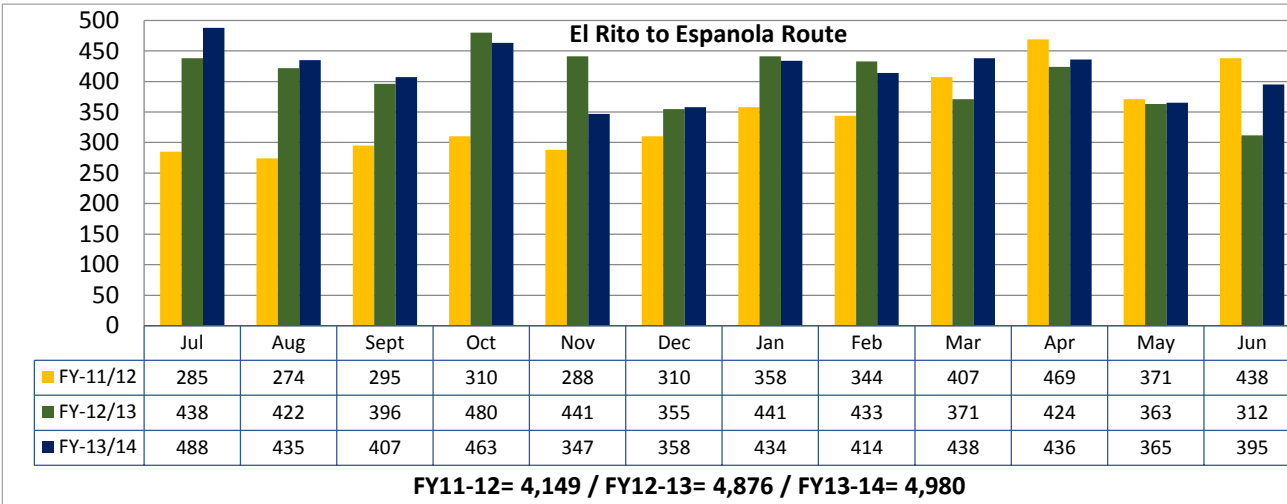
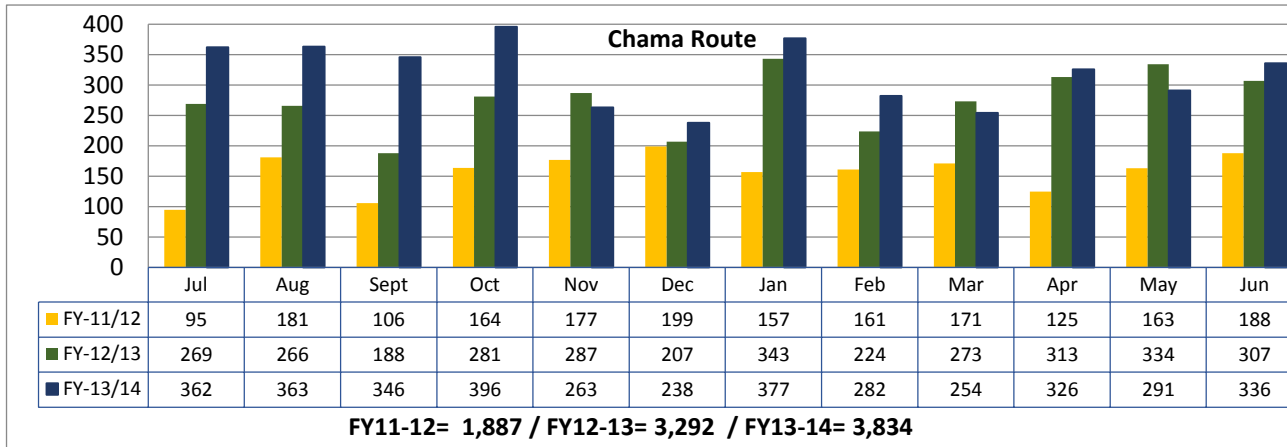


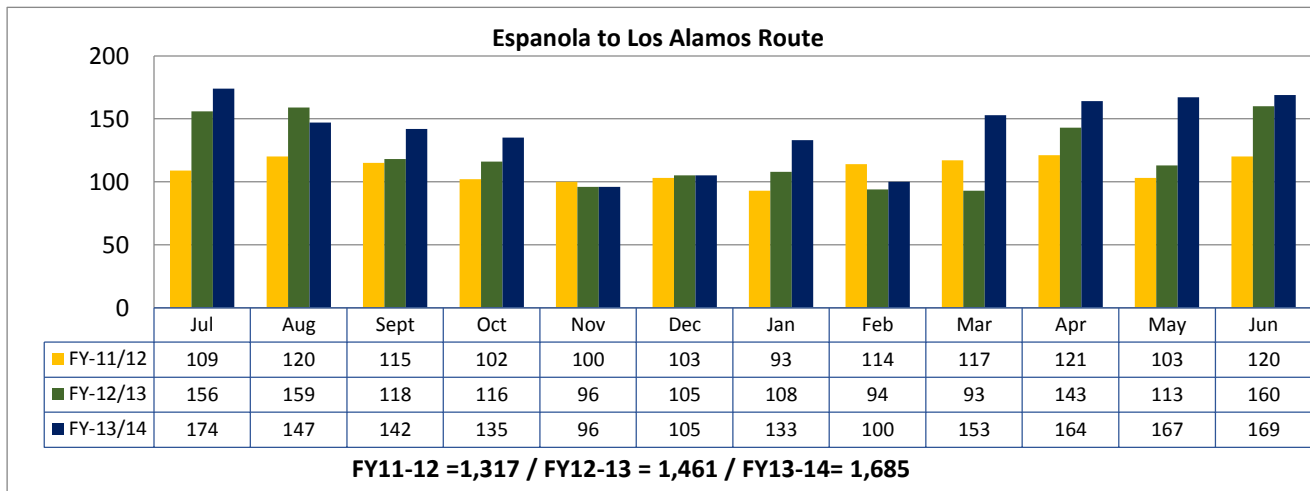
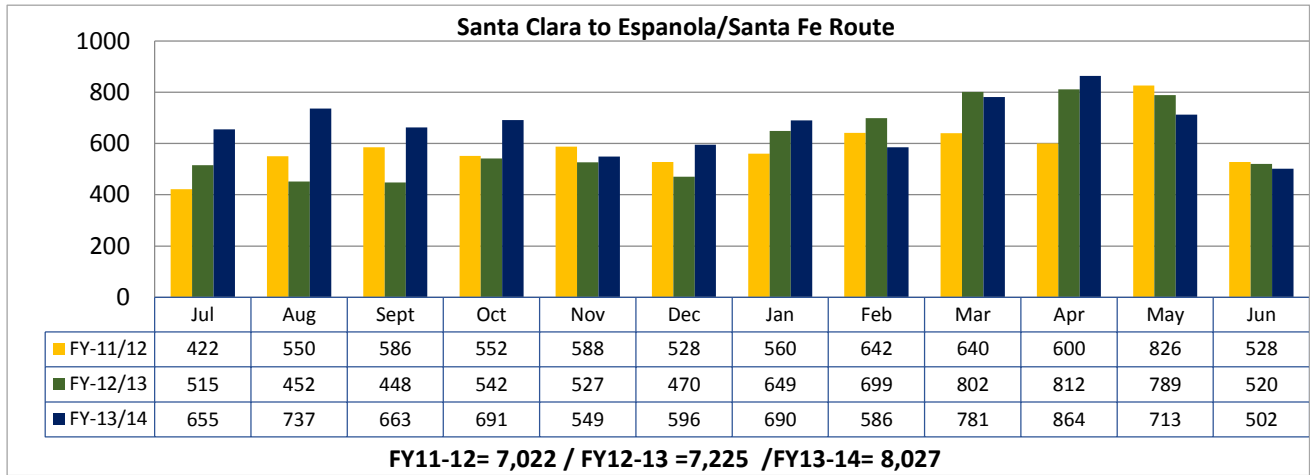
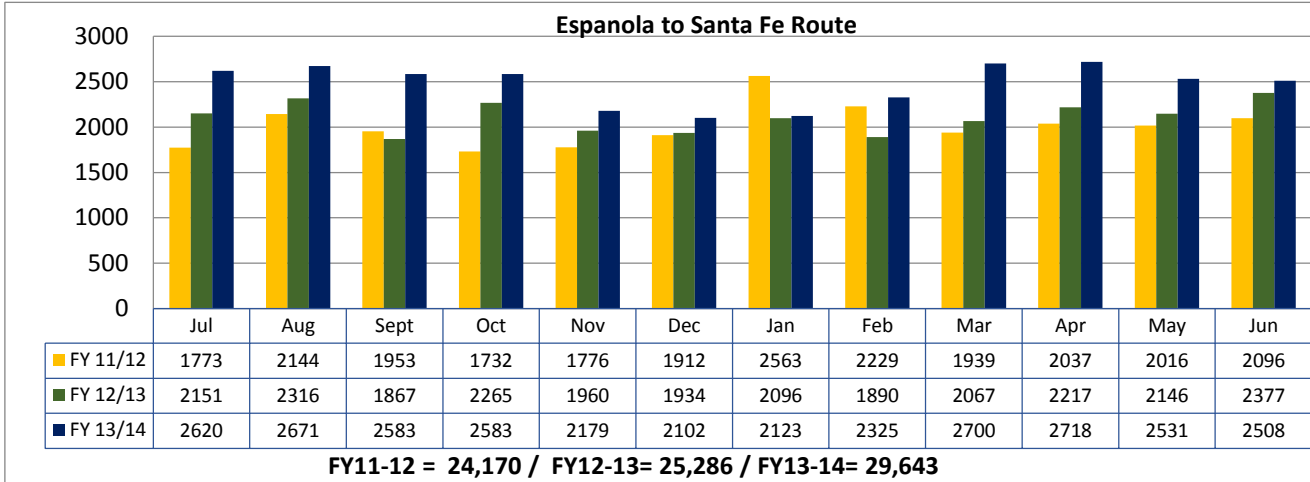
FY11-12= 12,169 / FY12-13= 10,500 / FY13-14= 10,243

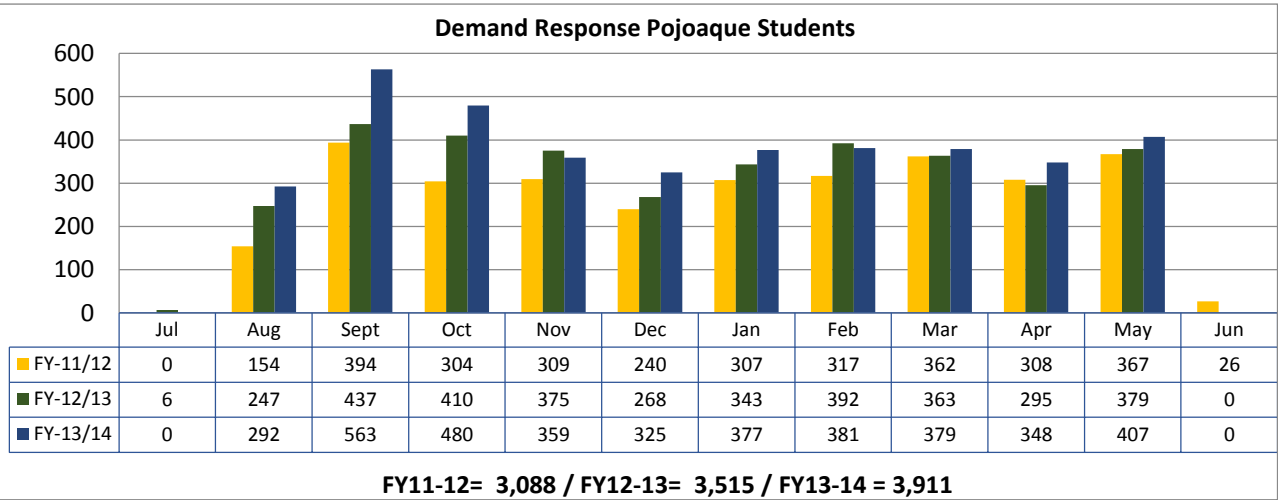
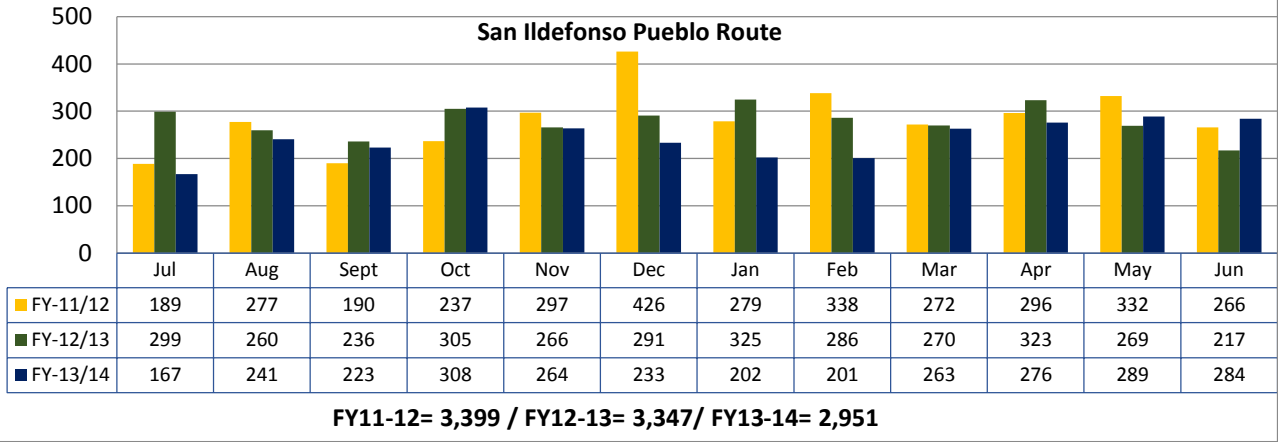
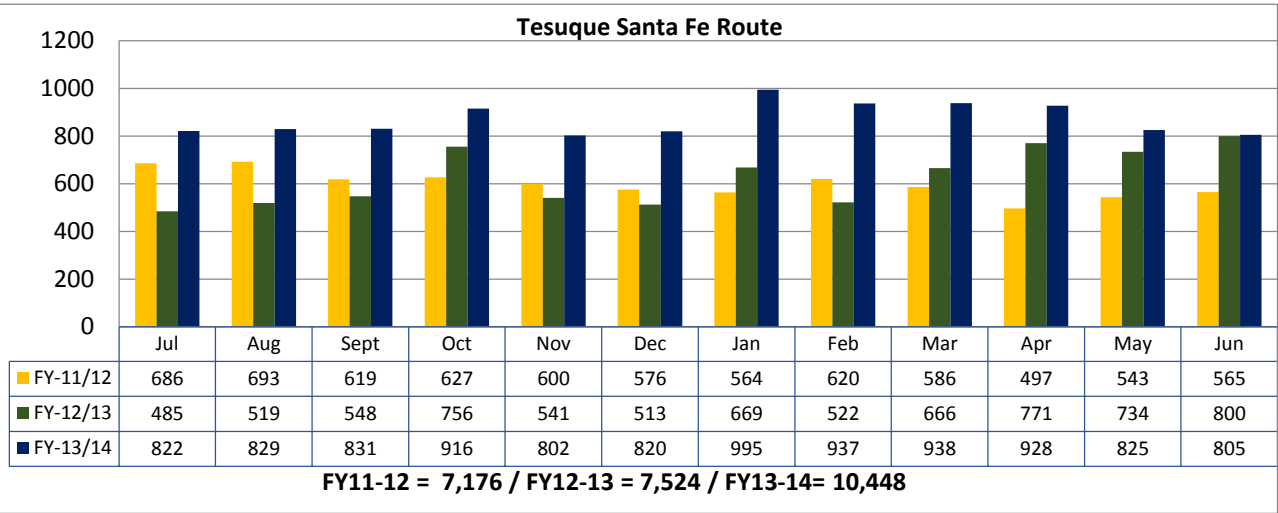


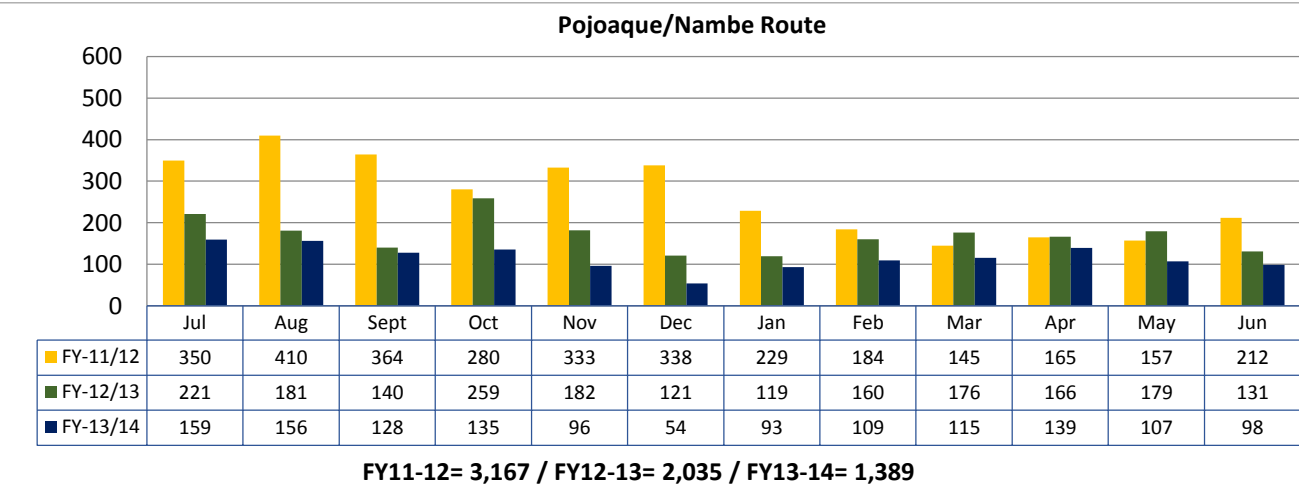
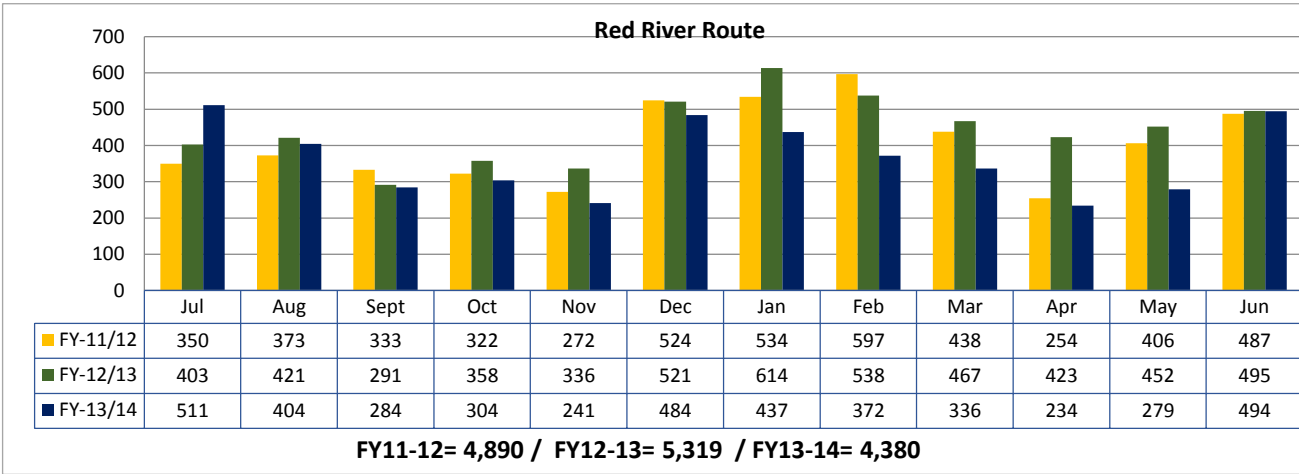
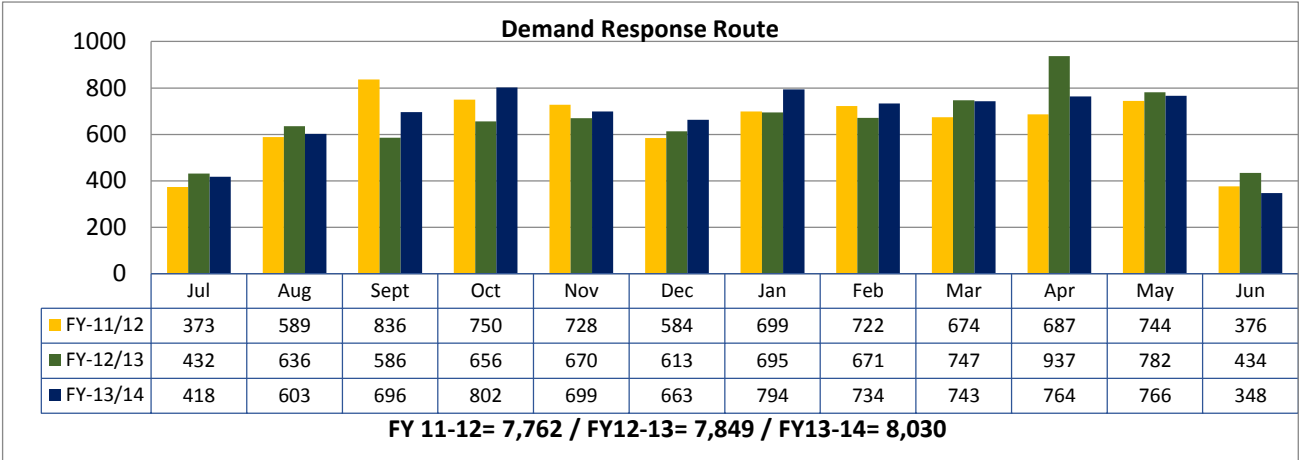
FY11-12=8,697 / FY12-13= 9,189 / FY13-14= 7,707

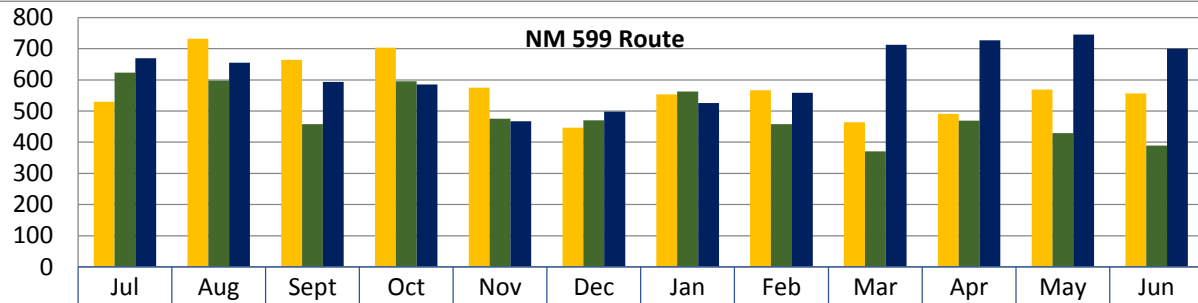






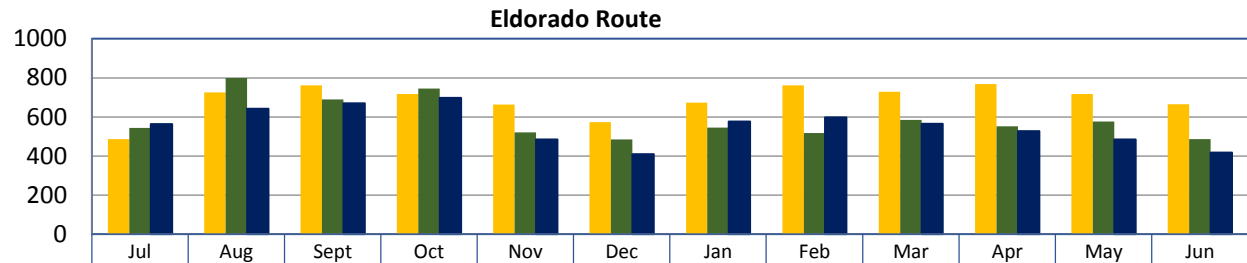






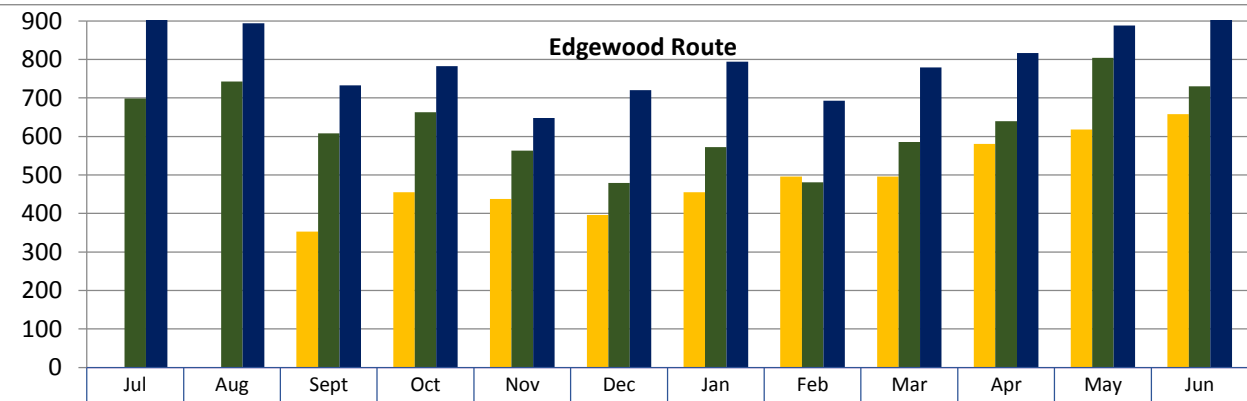
FY-11/12	530	732	664	703	575	447	553	567	464	491	569	557
FY-12/13	623	598	458	596	475	470	563	458	371	469	429	389
FY-13/14	669	655	594	585	467	498	526	559	713	727	745	700

FY11-12= 6,852 / FY12-13= 5,899 / FY13-14= 7,438



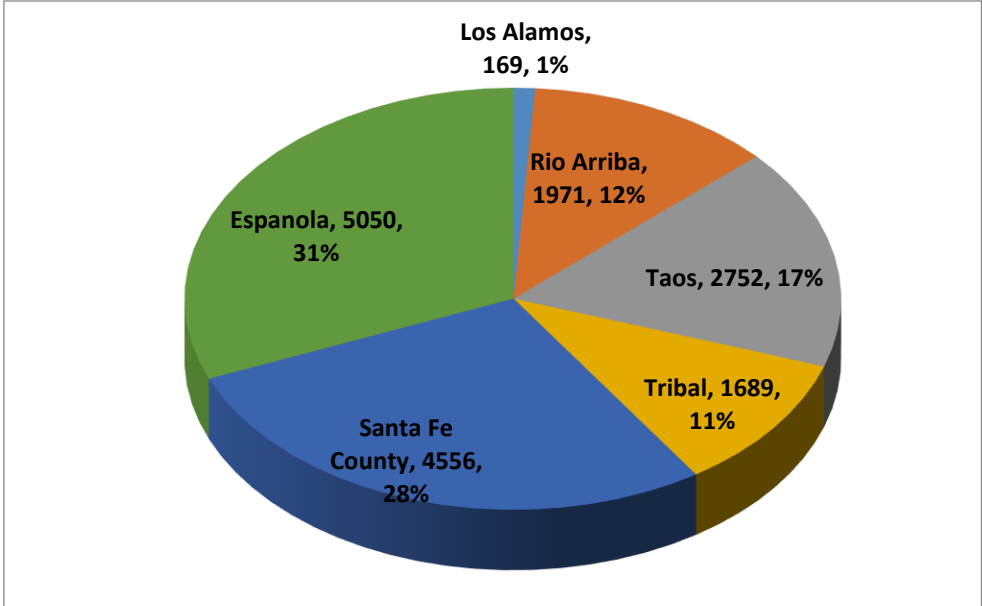
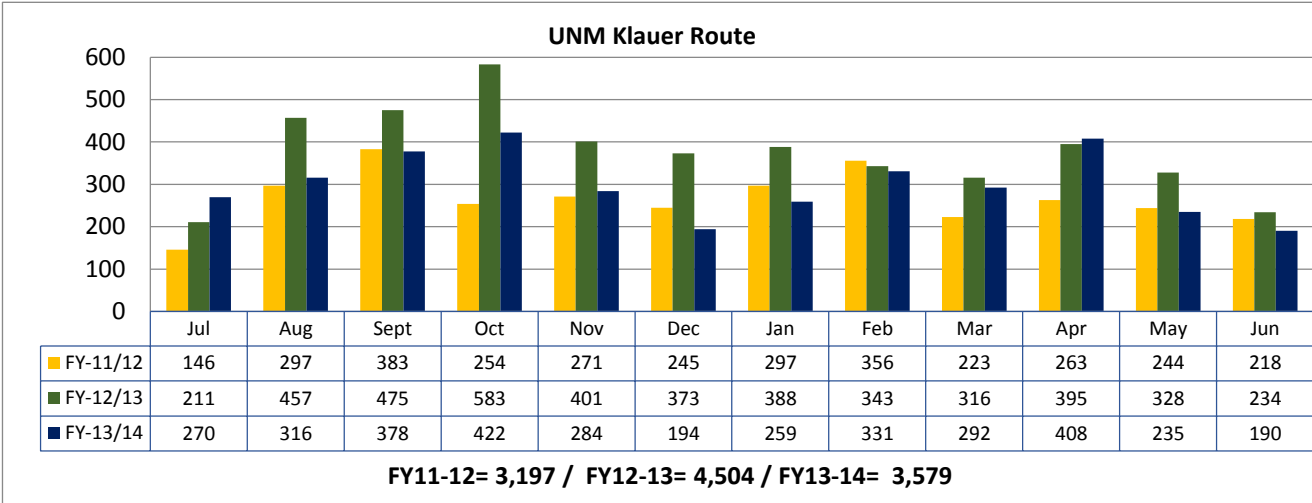
FY-11/12	486	726	761	718	663	574	673	761	729	769	718	665
FY-12/13	544	799	689	745	521	484	546	518	584	552	576	487
FY-13/14	564	642	670	697	485	409	576	598	565	528	484	418

FY11-12= 8,243 / FY12-13= 7,045 / FY13-14= 6,636



FY-11/12			353	455	438	396	455	496	496	581	618	658
FY-12/13	699	743	608	663	563	479	572	481	586	640	804	730
FY-13/14	933	894	733	783	648	720	794	693	779	817	888	930

FY11-12= 4,946 / FY12-13= 7,568 / FY13-14= 9,612



NCRTD Funded Routes - Member Operated

