



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

May 2, 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 – April 4, 2014
7. PUBLIC COMMENTS

PRESENTATION ITEMS:

- A. Public Hearing and Presentation of the Draft Fiscal Year (FY) 2015 Budget**
Sponsor: Anthony J. Mortillaro, Executive Director and Glenda Aragon, Finance Manager. Attachment

ACTION ITEMS FOR APPROVAL/ DISCUSSION:

- B. Discussion and Consideration of Adoption of Resolution 2014-08 Adopting a Preliminary Fiscal Year (FY) 2015 Budget**
Sponsor: Anthony J. Mortillaro, Executive Director and Glenda Aragon, Finance Manager. Attachment
- C. Discussion and Review of Quarterly Investment Report**
Sponsor: Anthony J. Mortillaro, Executive Director and Glenda Aragon, Finance Manager. Attachment

DISCUSSION ITEMS:

- D. Discussion and Review of Ski Santa Fe Service Update**
Sponsor: Anthony J. Mortillaro, Executive Director and Stacey McGuire, Projects and Grants Specialist. Attachment.
- E. Financial Report for April 2014:**
Sponsor: Anthony J. Mortillaro, Executive Director and Glenda Aragon, Finance Manager. Attachment

- F. Finance Subcommittee Report:**
Sponsor: Chair Tim Vigil and Anthony J. Mortillaro, Executive Director.
- G. Tribal Subcommittee Report:**
Sponsor: Chair Mary Lou Valerio and Anthony J. Mortillaro, Executive Director.
- H. Executive Report for April 2014 and Comments from the Executive Director:**
- 1) **Executive Report**
 - 2) **Performance Measures for March 2014**
 - 3) **Ridership Report for March 2014**

MATTERS FROM THE BOARD

MISCELLANEOUS

ADJOURN

NEXT BOARD MEETING: June 6, 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, April 4, 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 9:18 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>Commissioner Barney Trujillo</i>	<i>Mr. Tomás Campos</i>
Taos County	<i>Commissioner Daniel Barrone</i>	
Santa Fé County	Excused	
Nambé Pueblo	<i>Mr. Lonnie Montoya (T)</i>	
Pojoaque Pueblo	<i>Mr. Tim Vigil</i>	
Ohkay Owingeh	<i>Ms. Christy Mermejo</i>	
San Ildefonso Pueblo	Absent	

Santa Clara Pueblo	Absent	
Tesuque Pueblo		<i>Ms. Sandra Maes</i>
City of Santa Fé	<i>Councilor Patti Bushee</i>	<i>Mr. Jon Bulthuis</i>
City of Española	<i>Mayor Pro Tem D. Tim Salazar</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. Nick Molina, Driver

Others Present

Mr. Peter Dwyer, Legal Counsel
 Mr. Carl Boaz, Stenographer
 Mr. Erick Aune, SFMPO
 Mr. Ken Hosen, KFH Group, Inc.
 Mr. Antonio Sierra, Rio Grande Sun
 Ms. Delilah Garcia, Taos Chili Line
 Ms. Lisa Roybal Katonak, Santa Fe County
 Mr. Gary Forrest, Sipapu Ski and Summer Resort

4. INTRODUCTIONS

All present introduced themselves to the Board.

5. APPROVAL OF AGENDA

Councilor Bushee moved to approve the agenda as presented. Councilor Ring seconded the motion and it passed by unanimous (10-0) voice vote.

6. APPROVAL OF MINUTES - March 7, 2014

Commissioner Trujillo moved to approve the minutes of March 7, 2014 as presented. Mr. Vigil seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Taos County, Nambé Pueblo, Pojoaque Pueblo, Ohkay Owingeh, Tesuque Pueblo, City of Santa Fé, City of Española and Town of Edgewood voting in favor and none voting against.

7. PUBLIC COMMENTS

Mr. Mortillaro announced that at the recent NMTA Road-éo, Mr. Nicholas Molina was awarded second place in the Van Competition. The RTD got beat out by Taos Chili Line this year.

Mr. Kelly said the District was proud of Mr. Molina who has placed year after year and is one of many great drivers for the District.

Chair Barrone thanked Mr. Molina for his hard work.

Mr. Bulthuis said Ms. Maes told her about the NMDOT Driving Simulator used in the Road-éo this year which played a big part in the event this year.

Ms. Maes briefly commented on it.

PRESENTATION ITEMS

A. Election of Board Officers

Chair Barrone explained that officer elections were done every two years in April.

Mr. Mortillaro referred to Article X of the Bylaws that provided for the election of officers every other year at the April board meeting. The last election occurred in April 2012. Officers serve a two-year term in the position. The officers listed were Chair, Vice Chair, Secretary and Treasurer and by practice, the Secretary and Treasurer positions were combined in one Secretary-Treasurer position.

Mr. Dwyer clarified that a simple majority vote was needed.

Election of Board Chair

Commissioner Trujillo nominated Commissioner Dan Barrone to serve as Chair for two more years. Councilor Ring seconded the nomination. There were no other nominations from the floor.

Commissioner Trujillo moved to re-elect Commissioner Barrone as Chairman of the Board. Councilor Sheehey seconded the motion and it passed by unanimous (10-0) voice vote.

Election of Board Vice Chair

Commissioner Trujillo nominated Commissioner Miguel Chávez to serve as Vice Chair. Mayor Pro Tem Salazar seconded the nomination.

There were no other nominations.

Commissioner Trujillo moved to elect Commissioner Chávez as Board Vice Chair. Mayor Pro Tem Salazar seconded the motion and it passed by unanimous (10-0) voice vote.

Election of Board Secretary/Treasurer

Commissioner Trujillo nominated Mayor Pro Tem Salazar as Board Secretary/Treasurer. Mr. Vigil seconded the nomination.

There were no other nominations.

Commissioner Trujillo moved to elect Mayor Pro Tem Salazar as Board Secretary/Treasurer. Mr. Vigil seconded the motion and it passed by unanimous (10-0) voice vote.

Mr. Tomás Campos joined the meeting at this time.

B. Discussion and Review of Chapters 1 and 3 of the Service Plan Update

Mr. Mortillaro explained that Chapter 1 was the demographic data and existing services and Chapter 3 had the implementation and funding components. He said the Board, at its February 7, 2014 meeting, discussed and approved the recommended route adjustments and alternatives that were incorporated in Chapter 2. Prior to this meeting, the Board provided staff with direction related to those adjustments, alternatives, new proposed routes that also were presented to the Board at its December 6, 2013 meeting. He commented that the process had gone very smoothly and they were now looking forward to a much longer term plan.

Mr. Ken Hosen gave a presentation - a brief overview of Chapter 1 and 3 of the service plan update as presented. He said Chapter 1 incorporated existing services with demographic data and transit services needs in Technical Memoranda. Chapter 3 included both the implementation and funding strategies. Chapter 2 was the Service Plan.

Mr. Hosen said they rode all routes and talked with over 100 riders as well as management staff. They dealt with timing, avoiding duplication, connectivity (timed meets), ADA, Transit's Front Door, Service Levels and the goals to provide more trips for more people and connect the region. They proposed a system of route names, schedules, service metrics, training, service monitoring and a five-year vehicle replacement plan. The Park & Ride Facility was the key hub for the NCRTD and needed a staging area for 5-6 vehicles. Bus

Stops should be expanded, safety planned, meet ADA requirements, and establish added shelters and benches. Also recommended was a second Park & Ride at NCRTD facilities.

He proposed for marketing and public information a new commuter service message: Faster seamless service, easy to use and free - to be provided in smaller, 3-fold brochures for all schedules. He also recommended a Regional Planning Process with planning meetings among all six transit operators to promote one-stop information.

Mr. Hosen reported that the RTD has a more diverse funding base compared to its peers. The District should continue pursuit of federal and state funding opportunities, corporate sponsorships, advertising and promotional benefits for funding.

In summary, Mr. Hosen said the District was poised for a major step forward and should result in increased ridership and lower costs through good marketing and customer service.

Mr. Mortillaro thanked Mr. Hosen for their good work. Staff were working on the changes and some require a review of the FY 15 budget. They needed to have ITS in place and that should be finished by January 2015. Some route modifications require agreement with other systems.

Councilor Sheehey agreed with the need for more bus stops but they had to be safer and that included the stops on Highway 502. One of them now requires passengers to cross the road. They need to get the State to fund some pedestrian overpasses. It would make the system more useful.

Councilor Bushee asked what the suggestion was on the Española corridor on page 6.

Mr. Hosen said the spur routes would be coordinated with the base route to get people between Santa Fé and Taos.

Councilor Bushee asked if the Board would act on a marketing policy.

Mr. Mortillaro said they already had an advertising policy.

Mr. Dwyer suggested the Board would probably want to revisit that a little, especially on sponsorships. There were limits on some topics but the policy allowed staff wide discretion. Some buses were wrapped already.

Councilor Bushee moved to approve Chapters 1 and 3 of the Service Plan Update. Commissioner Trujillo seconded the motion.

Mr. Forrest (Ski Sipapu) said in following up on the extension of the Peñasco route that the Board approved unanimously, that it went well and the biggest impact was that his staff could not believe that Sipapu was able to work with a government agency and get something done. There were riders every single day. And if scheduling changed to later they would have even more ridership but probably less during the summer. It was a big plus in the winter. Their end of season was coming up and this had been the second busiest season for Sipapu. He thanked the Board for doing this route. He added that they wanted to provide support

for weekend service also.

Councilor Ring asked about a summer schedule.

Mr. Forrest said most of their weekends were booked from previous events. Staff was much smaller in the summer and a standard schedule in summer could be difficult. Employees went from 120 in the winter down to ten in the summer. He mentioned several summer events being held there.

The motion to approve Chapters 1 and 3 of the Service Plan Update passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Taos County, Nambé Pueblo, Pojoaque Pueblo, Ohkay Owingeh, Tesuque Pueblo, City of Santa Fé, City of Española and Town of Edgewood voting in favor and none voting against.

C. Presentation and Discussion of Marketing Efforts and Strategic Plan

Mr. Jim Nagle presented the marketing plan using a Power Point Presentation.

Councilor Ring asked about bilingual radio spots.

Mr. Nagle said all of the radio spots were in English. The print advertising was scheduled for the Los Alamos Monitor, Taos News, Rio Grande Sun, Santa Fe New Mexican, Round the Roundhouse, Green Fire Times, Chama Valley Times and the Rio Arriba County Fair program.

Councilor Ring asked about ads in the Edgewood paper.

Mr. Nagle said there were no funds available yet to include the Edgewood paper.

The new marketing campaign theme was "I ride the RTD" using real riders - commuters, students and seniors. The first bill board was now showing on the Pojoaque Highway 285 corridor and garnering good feedback. It would run from January to June.

He was also pleased with the way the bus wraps were going. Route Sponsorships were upcoming.

New website improvements would provide easier access, a cleaner look, service plan updates and the ITS launch. Publications included the annual report, quick facts brochure, schedule brochures, employee newsletter, etc. The Santa Fé to Taos Card was distributed from visitor centers. They were working with Southwest Marketing on community programs also. Community Events included the Amtrak Exhibit Train; Train Day; Española Fiesta Parade, Holiday Lights Parade, Legislative Reception, Transportation Day at the State Legislature, CommUNITY Day at the Santa Fé Plaza, Española Job Fair and others.

He was preparing for the Ten Year Anniversary in 2015, the ITS launch and the 2015 rider survey.

Councilor Sheehey pointed out that most print media have associated web sites and some of them were inexpensive for use in advertising and they also could have apps for the ITS. A link in our ad to your website

could go a long way.

Mr. Mortillaro said this was a prelude to the new budget and the whole plan was accomplished by one person - Mr. Nagle. The District needed to find resources for completing these goals and he thanked Mr. Nagle for his work.

ACTION ITEMS FOR APPROVAL/DISCUSSION:

D. Discussion and Consideration of Resolution 2014-06 Authorizing the Adoption of the Amendment of the ADA Complementary Paratransit Service and Demand-Response and Dial-a-Ride Service Policies and Procedures

Mr. Mortillaro said this was presented last month for discussion and back now for adoption.

Mr. Kelly said there were no changes from last month and he shared quick highlights of the policy.

All commuter routes were fixed routes and the District must provide ADA for those as well. They need dial-a-ride for Pojoaque. Pages 194, 195 and 196 portrayed the changed routes.

Mr. Campos moved to approve Resolution 2014-06 Authorizing the Adoption of the Amendment of the ADA Complementary Paratransit Service, Demand Response and Dial-a-Ride Service Policies and Procedures. Mr. Montoya seconded the motion and it passed unanimously by roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Taos County, Nambé Pueblo, Pojoaque Pueblo, Ohkay Owingeh, Tesuque Pueblo, City of Santa Fé, City of Española and Town of Edgewood voting in favor and none voting against.

E. Discussion and Consideration of Resolution 2014-07 Authorizing the Application Submittal for TIGER VI Funds

Ms. McGuire said the application was for two projects. The first was a maintenance facility as they applied for last year unsuccessfully but now had significant changes with plans provided and now could be shown as shovel ready. The other project was for passenger automatic counters which would be done by a laser at the front door to provide much more accurate ridership numbers. It would free up the driver to not have to count. The resolution was shown on page 199 of the packet. The application due date was in April and does not require a local match however in order to improve the prospect for funding the District was committing to a 20% local match for the maintenance facility and 10% for the automatic passenger counters.

The Fiscal Impact was shown on page 198. The application budget was \$4.9 million for the maintenance facility and with the 20% match the total cost was \$6.1 million. \$318,000 was the request for the counter and all of it was for TIGER VI funds. The combined request was \$5.2 million with a local match total of \$1.2 million.

Ms. Mermejo asked how the local match would be provided.

Ms. McGuire said it would be through GRT.

Mr. Mortillaro pointed out that the District had about \$6.5 million in reserves so they would have resources for paying the local match.

Councilor Bushee moved to approve Resolution 2014-07 Authorizing the Application Submittal for TIGER VI Funds Councilor Ring seconded the motion.

Councilor Ring asked if this would fulfill the requirements.

Ms. McGuire said the District had to show support but she would further elaborate on the support methods later.

The motion to approve Resolution 2014-07 passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Taos County, Nambé Pueblo, Pojoaque Pueblo, Ohkay Owingeh, Tesuque Pueblo, City of Santa Fé, City of Española and Town of Edgewood voting in favor and none voting against.

Ms. Mermejo asked about getting support letters.

Ms. McGuire said she would be sending out a request for them.

F. Discussion and Review of the Annual Board Attendance Report

Mr. Mortillaro explained that this report was required by the bylaws to be provided for the period of April 2013 to March 2014 but didn't require discussion. He had provided the report beforehand to Mayor Pro Tem Salazar who is the Secretary/Treasurer of the District and it was in the packet.

DISCUSSION ITEMS:

G. Discussion and Review of Ski Santa Fe Service Update

Ms. McGuire provided a landscape handout. She said she was working to find a way to distribute costs equitably.

Mr. Mortillaro said they had not contacted any of the stakeholders until they discussed it with the Board. They probably had 5-6 possible sources of support and wanted to see commitments and investments from the private parties for this service. The FLAP application detail was in the packet but any award would not provide funding until 2017. So if the Board wanted to start before next ski season, partners would have to come forward. Skier support through lift tickets and Lodgers Tax were suggested as possible sources. There would be 15 stops along the way and they could name each stop after a sponsor. Ski Santa Fé was asked to put up \$25,000 and they had expressed interest in the proposition. Staff were not proposing to buy a vehicle for it but to lease one and if FLAP awarded to the District they could buy one then.

Chair Barrone asked if there were enough activities there in the summer to keep it going.

Ms. McGuire said there had been a huge push from the mountain biking community. Santa Fé was a hot spot for it. They were looking at various designations built in. There was a request for service from the City. The vehicle might have a big bike rack and dual wheels.

Councilor Bushee said we had left out Santa Fé County; that was part of the doable funding. The lift ticket seemed to need more of a direct hit for those using the service. Santa Fé was noted as a top biking destination by several groups. And we still want to get the kids up there. We need to find a safe way to provide the service.

Councilor Ring wasn't sure this would work.

Councilor Sheehey excused himself from the meeting at 11:15.

Ms. McGuire mentioned the safety features and other options that should be used to meet safety standards and meet the needs for this route.

Councilor Bushee wanted to know what the projected extras costs would be for weekend service.

Ms. McGuire said the last time the Board talked about weekend service it was a little over \$20,000 but she had not done a full projection. There would be other factors and time affecting that.

Ms. Maes expressed the concerns from Tesuque Pueblo that the Board was putting the cart before the horse. There were needs to be addressed out of respect for the Pueblo that should be ironed out first.

Councilor Ring asked what the concerns were.

Ms. Maes replied it was for cultural sensitivity for that mountain.

Ms. Mermejo said in comparing Santa Fé with Sipapu that they were talking here about a whole new route and it was only a modification to an existing route for Sipapu.

Mr. Dwyer thought any action would be a direction to staff and if Ms. Maes asked them to stop until getting these issues resolved they could figure out costs and afterward.

Chair Barrone pointed out this was on this agenda as a discussion item.

Mr. Dwyer agreed but the Board could always act on a direction to staff.

Ms. Maes said this was a tough issue. There was a whole process for the Pueblo in place for many years. She didn't know how to put it directly to Ms. McGuire.

Mr. Mortillaro recalled that the Pueblo was to send a letter listing their concerns to the District and he had

not received them yet. The District was not violating any provision, statute of law which involved taking people up to the ski Santa Fe area. The RTD didn't have a say so at the end of the day on what happens at Ski Santa Fe since it is on Forest Service land.

Ms. Maes appreciated that but believed that something needed to be done and she didn't know what other than someone writing a memo to the Pueblo.

Mr. Montoya moved to direct NCRTD staff to contact the Nambé Pueblo Tribal Council and the Tesuque Pueblo Tribal Council prior to any other meetings regarding Ski Santa Fe. Councilor Bushee seconded the motion.

Mr. Vigil said he would take this back to the Governor of Pojoaque Pueblo to see what he wanted to do. He wasn't sure about Tesuque or Nambé.

Councilor Ring moved to amend the motion to say, "any future endeavor of this sort to contact the pueblos."

Mr. Montoya accepted that amendment. Ms. Maes seconded the amended motion and it passed by unanimous roll call vote with Rio Arriba County, Santa Fé County, Taos County, Nambé Pueblo, Pojoaque Pueblo, Ohkay Owingeh, Tesuque Pueblo, City of Santa Fé, City of Española and Town of Edgewood voting in favor and none voting against. Los Alamos County was not present for the vote.

H. Financial Report for March 2014

Ms. Aragon presented the financial report for March 2014 which started on page 217 in the packet.

There were no questions on her report.

I. Finance Subcommittee Report

Mr. Vigil said the Subcommittee had no meeting held but Mr. Mortillaro had some updates and would let the Board know what to expect next month.

Mr. Mortillaro said the next meeting was scheduled toward the end of April and the draft FY 2015 budget would be on the agenda.

J. Tribal Subcommittee Report

Ms. Valério was absent.

Ms. McGuire said no date had been set for the next meeting.

K. Executive Report for March 2014 and Comments from the Executive Director

- 1. Executive Report**
- 2. Performance Measures for February 2014**
- 3. Ridership Report for February 2014**

Mr. Mortillaro said the conflict of interest form should be filled out and turned in now. Without them, we get an audit finding.

He reported they had a stop at San Cristobal and the former concrete pad that was at the Taos Administration building was relocated to this site with the help of Taos County Public Works. He sent a letter to the Taos Board of County Commissioners.

The LFC picked the NCRTD for a program review and right now the report was confidential and he had provided comments on it. It will be presented at LFC Committee meeting on April 10th and he would need someone to be there.

Mr. Kelly went over the performance report (from page 243 in the packet) and reviewed some of the details in the report. He noted there was only one minor accident and the complaints were listed in the report.

MATTERS FROM THE BOARD

Rio Metro Representative Report:

Ms. Carter announced that starting on Monday they would have security on the trains and at Park & Ride locations. She also announced that the Montaña Station was opening on April 7, 2014.

Chair Barrone mentioned a need at the Mothers' Day celebration sponsored by Taos County and the Town of Taos for transportation. He asked Mr. Kelly if the RTD could help transport people from one end of town to the other.

Mr. Kelly said he would help.

MISCELLANEOUS

There were no miscellaneous items.

ADJOURN

Councilor Bushee moved to adjourn the meeting. Councilor Ring seconded the motion and it passed by

unanimous voice vote.

The meeting was adjourned at 11:50 a.m.

Next Board Meeting: May 2, 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: May 2, 2014

Agenda Item - A

Title: Public Hearing and Presentation and Discussion of the Draft Fiscal Year (FY) 2015 Budget.

Prepared By: Anthony J. Mortillaro, NCRTD Executive Director

Summary: See attached budget and summary.

Background: Annually a draft budget is prepared and initially submitted to the Finance Subcommittee and then forwarded to the Board with recommendations. A final budget is required to be adopted by the Board by June 30 and submitted to the State Department of Finance and Administration.

Recommended Action: At the Finance Sub Committee meeting on April 25, 2014 the Committee moved to unanimously recommended approval of the budget as presented. It is proposed that the Board discuss the draft FY 2015 budget and provide direction to staff regarding the adoption of a preliminary budget. The final consideration of the FY 2015 Budget is also scheduled for June 6, 2014 and following this hearing the Board would act on adoption of the Budget by Resolution.

Options/Alternatives: None, a preliminary budget is required to be adopted by the Board. The Board can elect to accept the budget as recommended by the Finance Sub-Committee or to initiate additional modifications.

Fiscal Impact: See attached budget.

Attachments: FY 2015 Draft Budget



OUR MISSION

The Mission of the North Central Regional Transit District is to provide safe, secure and effective public transportation within North Central New Mexico, in order to enhance the quality of life of our citizens, by providing mobility options and to spur economic development throughout the region.

GOALS

- 1. Establish a reliable and adequate source of financing for the NCRTD transit services.*
- 2. Increase personal mobility so that more people can contribute to, and participate in, the economic and social life of the larger community.*
- 3. Ensure that citizens of the NCRTD have access to critical lifeline services.*
- 4. Ensure that the NCRTD Service Plan is consistent and complementary to the Regional Transportation Policy Plan.*
- 5. Refine a set of performance targets that permits the Board to make decisions to maximize the use of all funds made available to the NCRTD.*
- 6. Reduce dependence on the private auto to contribute to improved air quality, reduce urban sprawl and lower levels of traffic congestion.*



Professional Standards and Values

At North Central Regional Transportation District, we offer services as a team of respectful, qualified professionals. Our customers come first. They are our neighbors.

Our Mission: is to provide safe, secure and effective public transportation within north central New Mexico in order to enhance the quality of life of our citizens by providing mobility options and to spur economic development throughout the region.

We Value Professional Excellence

Neighborly
Communication
Respectful
Trustworthy
Dedicated

To accomplish our mission while living our values, we believe that the following **Professional Standards** are crucial for you to embody if we are going to be a match as employer and employee.

In addition to being competent in the responsibilities outlined in your job description, you have an important professional role to play in NCRTD. To fill that role, all employees are expected to practice the following attitudes and behaviors while at work.

- ✓ Remain a professional, balanced, respectful, problem-solver, even under stress or when out of your comfort zone.
- ✓ Demonstrate trustworthy behavior and speech (personal integrity and professional competence, do what you say you will do, be dependable, be accountable, act as a contributing member of our professional team).
- ✓ Show respect for coworkers and customers (be attentive, recognize others' contributions and concerns, maintain the dignity of all people, empathize, honor differences, build rapport when possible and forgiveness where necessary).
- ✓ Keep a positive, "can do" attitude toward tasks, coworkers, management and customers.
- ✓ Communicate coherently (listen to understand, speak to be understood, no blaming, ask questions).
- ✓ Demonstrate flexibility in the face of changes and new ideas (understand why changes are being made, ask questions about them when necessary, give them a chance and offer feedback where appropriate).
- ✓ Be a steward (1) of our organization's resources (avoid waste, suggest cost saving ideas, take care of things by keeping them clean and the area safe); and (2) of your personal career (identify one or two areas of growth, learning or certification to pursue every year).



The Mission of the North Central Regional Transit District is to provide safe, secure and effective public transportation within North Central New Mexico, in order to enhance the quality of life of our citizens, by providing mobility options and to spur economic development throughout the region.

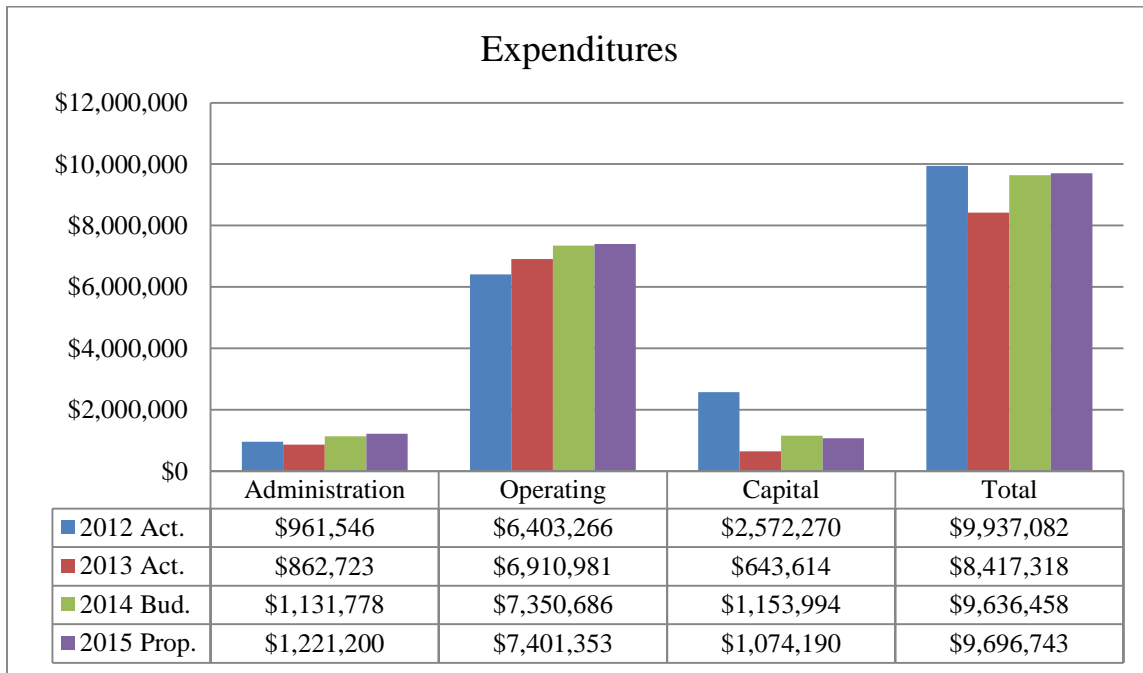
EXECUTIVE DIRECTOR’S BUDGET MESSAGE

Dear Board of Directors and Citizens of the North Central Regional Transit District:

I am pleased to present for your review and consideration the North Central Regional Transit District (NCRTD) proposed Budget for Fiscal Year (FY) 2015. The proposed budget reflects compliance with the Finance Policies, direction provided to staff on an ongoing basis by the Board and the Long Term Financial and Strategic Plan (LTFP) and adopted Capital Investment Plan (CIP).

Expenditures

The proposed budget is balanced for FY15. Overall expenditures for FY 15 total \$9,696,743. Of that total, 45.5% will be re-distributed to NM Rail Runner Express, Los Alamos Atomic City Transit and Santa Fe Trails to fund regional services they provide. In comparison, the budget as amended for FY 14 totaled \$9,636,458. The FY 15 budget represents an increase of \$60,285 or (0.63%) over FY 14 spending. The budget as presented provides for the implementation of new and modified routes as adopted in April, 2014 by the Board and continues to maintain and enhance service levels.



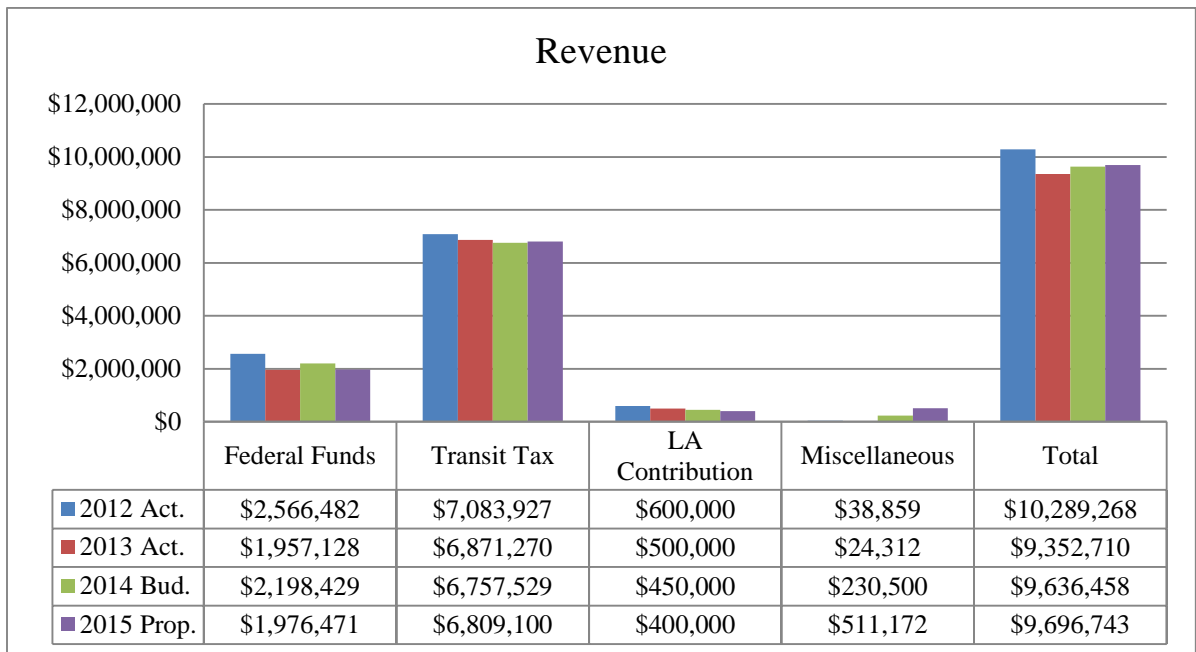
For FY 15, changes in the State Health Insurance plan will result in a 10% increase in premiums which will increase both the District and Employees contributions. In addition, changes in

contribution levels for the State Retirement Plan (PERA) will result in employer contributions increasing by .04%. Lastly, the District’s Collective Bargaining Agreement expires in June, 2015 and the implications of a renewal of this agreement on personnel costs have been integrated into the budget recommendations contained therein. As in previous years the fluctuation of fuel prices as well as a modest increase in other general expenses overall have been incorporated into this proposed budget.

The FY 15 budget provides carryover funds for the finalization of the Intelligent Transportation System improvements that will vastly improve information for the riders, provide for trip planning and will offer more efficient scheduling for para-transit services. In addition, the FY 15 budget anticipates continued investment in District fleet which will provide for the replacement of 6 buses and a continuation of placement of new bus shelters as needed. Funding has been acquired for the District to conduct an ADA assessment of its bus shelter stops and make modifications to ensure that they meet all federal accessibility requirements and those funds are carried over from the prior year for this project. Lastly, the District’s newly adopted five year service plan implementation is funded to the extent that resources permit.

Revenues

The Transit GRT revenue source comprises approximately 70% of the District’s operating revenues. The balance of the District’s revenue is derived from federal allocations (20.8%), the Los Alamos County contribution (4%) and miscellaneous revenues (5.2%). FY 14 was the second year in which a mid-year budget revenue adjustment was necessitated due to a 15% decline in the Transit Gross Receipts Tax in Los Alamos County resulting from a reduction in spending by the Los Alamos National Laboratory (LANL). However, due to a continuing increase in Santa Fe and Taos County Transit Gross Receipts the decline in Los Alamos County revenues was offset. As a result a projection for slightly increased Transit GRT revenues has been incorporated into this budget.



During FY 14 Federal funding became a bit more stable as a result of Congress’s approval of MAP 21, however, this funding legislation had only a two year life and a long term transit funding bill is still lacking. It is unknown at this time what the outcome of a new long-term transit funding bill

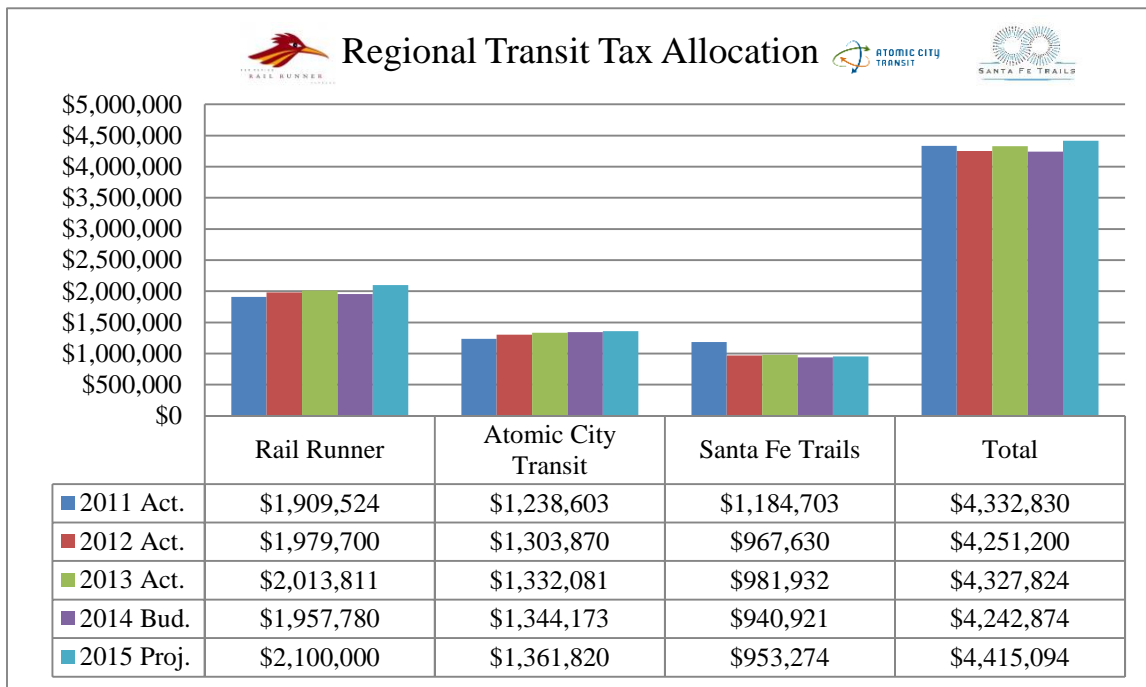
will be and it impact upon 5311 funding which influences NMDOT pass-through funds to the district. Also a decrease in funding contributions from Los Alamos County has been integrated into the proposed budget. It is unknown whether a contribution will continue for future years which has been incorporated into our long term financial projections and its impact will need to be closely monitored and adjustments may need to be made in the District's Transit GRT allocation for regional services provided by other entities in near future years.

Ridership

Year to date ridership trends point to another year of increases which should approximate a 5% increase. When one looks back at the ridership for the first year (2007) at 48,600 and the projected 203,000 riders for this year, this growth reinforces the necessity of the District's service for connecting Northern New Mexico communities. FY 15 is anticipated to continue to see a growth in ridership and the District's efforts in revamping its routes and connection times, increasing route stops, adding new trial basis routes and promoting service awareness are aggressively funded in this proposed budget.

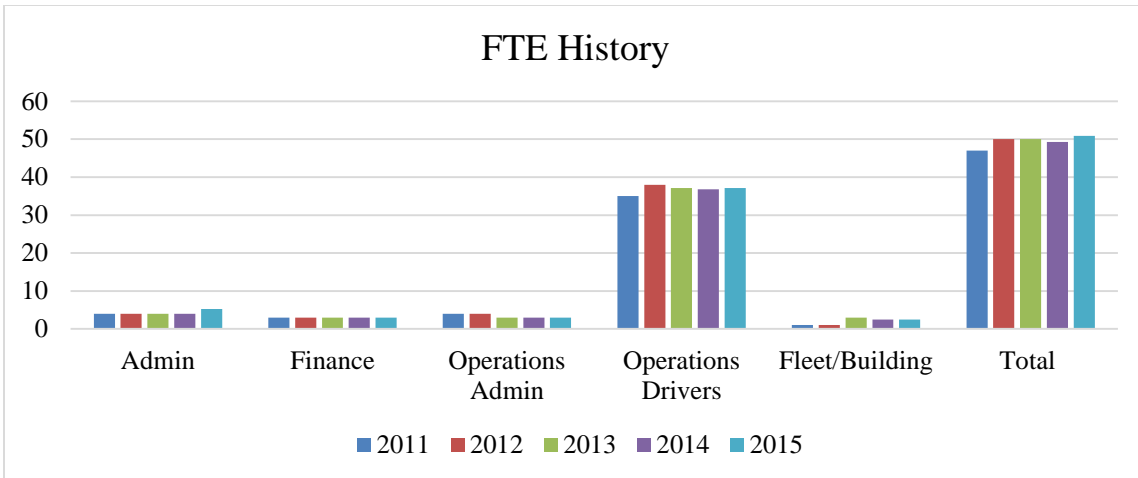
Regional Interconnectivity and Services

As a regional entity the District provides funding for Board approved regional services delivered by Santa Fe Trails, Los Alamos Atomic City Transit and the NM Rail Runner Express. The funding derived from Regional Transit Gross Receipts Taxes contributed to these entities comprises 65% of the total District transit GRT revenues projected to be collected in FY 15.



Staffing

Personnel and staffing levels are slightly higher in Full Time Employee Equivalencies (FTE's), attributed to the addition of a marketing specialist position, a seasonal clerical position and increased service on the Chama route from three to five days.



Long Term Financial and Strategic Planning

As a result of past and ongoing conservative fiscal practices the District continues to weather the impacts from a prolonged recession that has plagued many of the governmental entities in the nation and state and has contributed to the stable and healthy financial condition we enjoy today. The Long Term Financial and Strategic Plan continues to provide us the ability to focus our efforts on long-term initiatives, including funding for necessary service delivery, maintenance and capital needs, without compromising our financial future and allows us to balance our attention on both the short-term and long-term needs of the District. This strategic emphasis permits the District the latitude to determine what level of service is sustainable over a long period of time so that reserves can be maintained and enhanced during positive economic periods and spent in a period of difficult financial transitions in order to maintain service levels. The continued availability of quality and essential public transportation is of critical importance to our constituents and our District’s future.

Service Excellence

During FY 14 the District developed its first ever “Service Excellence” plan focused on serving its customers. The development of this plan involved employees at all levels of the organization and included Board Members as well. The resulting plan represents the values that the District embraces in all interactions with its customers and with each other. The FY 15 budget continues funding to embed these values further into the organization and our practices.

**We Value
Professional Excellence**

- N**eighborly
- C**ommunication
- R**espectful
- T**rustworthy
- D**edicated

Regional Contributions

We appreciate the support of our member entities and state and federal legislators. For FY 15 our state legislators were able to obtain a \$175,000 capital outlay contribution for the purchase of District buses. This will be the second year in a row that funding has been available from this source.

Los Alamos County although facing decreasing revenues and reductions in its own workforce continues to fund its regional program which the District is a recipient of. For this fiscal year their contribution is \$400,000. Our four county region shares the challenge of an ongoing recessionary economy and a continuation of anemic tax revenues along with ample demands for services which we will need to continue to work together to assure that quality of life in our service area is maintained and enhanced as resources permit.

Acknowledgements

The preparation of this budget has been a collaborative effort involving each department head and specifically Glenda Aragon, Finance Director and Budget Analyst Pat Lopez. The staff carefully reviewed their programs and challenged themselves to operate within their means and to implement cost-saving efficiencies wherever possible, while preserving those things that make the RTD a great transit agency.

This proposed budget continues to provide for prudent spending, capital investment, service improvement, safety, security, reliability and just as significantly, investment in our employees who are the most essential asset of the District.

On September 4, 2004 the NCRTD became the first Regional Transit District to be formed in the State of New Mexico. In Fiscal Year 2015 the District will have achieved its ten year milestone. Over this time period and in particular since starting service in late 2007 approximately 957,818 riders will have availed themselves of the service as of July of 2014. When all NCRTD funded services are counted the number of riders benefitting from the Regional Transit Gross Receipts Tax is approximately 4,287,884.

In reviewing the District's history, and looking forward, it is quite apparent that it is fulfilling the mandates outlined in the statutory law by which it was created and we look forward to serving and enhancing the quality of life for residents in the more than fifty (50) communities in the four-county region we serve.

Sincerely,



Anthony J. Mortillaro
Executive Director

Fiscal Year 2015 Budget Summary

Revenues:

- The federal revenue projection contained in this budget is premised upon a recommended award of Federal Funds passed through the NMDOT Transit and Rail Division for FY 15. This year we are projecting an award that could be \$221,958 greater than FY 14. This award amount includes the federal capital funding allocation of \$355,000.
- Federal Veteran's Initiative funding from FY 14 for the Intelligent Transportation System (ITS) that was commenced but not completed is being carried forward in FY 15. In addition Transportation Alternatives Program (TAPS) funding for the ADA Transition Plan and design and construction services is also being re-budgeted in FY 15.
- The NCRTD was awarded a Capital Outlay distribution from the State Legislature in the amount of \$175,000 for FY 15 for the acquisition of buses.
- NCRTD Transit GRT is based upon current year to date collections and projections of what is likely to transpire in the remainder of the year. As in the past we have chosen to be conservative in estimating for the upcoming budget year and are therefore estimating a slightly increased revenue projection of \$51,571 from FY 14 Budgeted (\$6,757,529 FY 14 vs. \$6,809,100 FY15).
- Los Alamos County contribution reflects a decrease of funding from prior years. This year's funding contribution will be \$50,000 less (\$450,000 FY 14 vs. \$400,000 FY 15).
- The usage of the project carryovers and reserve balance is contained in the revenues to balance the budget. The funds being utilized are related to: a) the ITS project, b) TAP project, c) fleet match requirements and d) shelters. The total amount being utilized is \$245,436. Project carryovers are being utilized for items "a" and "b" and capital reserve funds for item "c" and "d". The overall reserve balance exceeds the 25% Board requirement of \$2,424,186. The projected balance for ending FY 14 is \$6,950,459.

Expenditures:

- Overall Expenditures for FY 15 total \$9,696,743. In comparison the amended FY 14 budgeted expenditures totaled \$9,636,458. The FY 15 budget expenditures represent an increase of 0.63% or (\$60,285).
- Service enhancements and modifications are presented within the draft proposed budget to align with the updated service plan adopted by the Board in April 2014. Service savings have not been removed from the draft budget since the modifications associated with these savings will not take place until the later part of 2014. Reallocation of any savings realized from these changes have been programmed into the FY 2015 budget.
- Divisional expenditure breakouts have been added for public information and marketing and human resources. This will allow for enhanced budgetary information related to these two key activities. Additional funding has been allocated to public information in order to enhance communications related to service route enhancements and the roll out of the ITS.
- Staffing additions requested:
 - Temporary file clerk to assist the Executive Assistant with the transition of active and archive files to electronic format. The position is budgeted for a total of 3 months.
 - Marketing Specialist to enhance the Districts need to extensively market its services to district constituencies and for generation of funding for premium services. In particular the District will be rolling out the ITS, the new and modified service plan update and will be reaching a 10 year milestone of its existence.
 - Reclassification of four Driver II positions to Driver III/Lead and elimination of an equal number of Driver II positions.
 - Increase of Driver II part time to full- time as a result of the Chama Route going from three day a week service to five days.
- Contractual services are lower than the prior year budgeted amount. Funds have been budgeted for a Long Range Service Plan which is dependent upon matching 5304 Funds.
- Information Technology equipment costs will be minor:

- Three year cycle for replacement of 3 workstations.
 - Addition of dual screens necessary for ITS usage.
- Capital Projects that were commenced in FY14 will be carried forward into FY 15 are:
 - AVL/CAD/Intelligent Transportation System
 - TAPS (Transportation Alternatives Program/ADA Plan, Design and Construction)
 - Utilities and Fuel line items reflect adjusted expenditures. Now that we have had a full year of experience with the new building, we are able to better estimate the costs for natural gas, electric, water, sewer and solid waste removal. Fuel is anticipated to remain level in comparison to current year budgeted allocation which anticipated the natural tendency for gasoline prices to fluctuate.
 - Staff compensation reflects a 3.5% (this is the same amount budgeted in FY 14) budget impact place holder for non-represented employees' performance based increases and collective bargaining across the board adjustments are unknown at this time. Furthermore, it is anticipated that the performance based matrix adopted last year will be further evolved to allow for a greater dispersion of performance increases based upon actual performance.
 - Health insurance costs are increasing by 10%. As a result the District will be absorbing 10% of this increase and employees will be paying an additional 10%. All other health related benefit costs are not increasing. In addition, Senate Bill 27 which was passed by the Governor and Legislature in 2013 required the employer to contribute an additional .4% for its PERA contribution in FY 15.
 - NCRTD GRT allocations for regional services provided to Los Alamos County, Atomic City Transit and Santa Fe Trails will be slightly higher than FY 14 and have been calculated based on the formula enumerated in the Financial Policies by the Board. The Rail Runner contribution is a fixed formula and reflects an increase in funding as a result of anticipated increased GRT collections in Santa Fe County. These Non RTD Operating expenditures (\$4,415,094) represent approximately 65% of the total GRT revenues.
 - Capital Investment Plan (CIP) expenditures align with the 10 year plan that was reviewed last year and which has now been adjusted. These changes will be reviewed by the Finance Subcommittee at this meeting.

Some minor items contained in the CIP are not funded by matching federal dollars and as such will be paid for by the transit GRT. We have tried to limit these items. Following is a listing of the recommended capital expenditures:

<i>Capital Expenditure</i>	<i>Cost</i>
<i>ITS/CAD system (carry over project)</i>	\$177,200
<i>Replacement service vehicle</i>	\$25,000
<i>Bus replacements (6 units)</i>	\$559,490
<i>Bus shelters</i>	\$50,000
<i>Bus stop surface improvements</i>	\$10,000
<i>TAP (ADA Plan, design, construct, carry over project)</i>	\$252,500

A number of capital requests have not been included due to limited resources and lack of federal match funds. However, staff would like to have the Board consider the following items as a mid-year budget adjustment if GRT revenues are likely to generate more funds than projected and/or federal matching dollars have been procured. These capital items are as follows:

<i>Capital Expenditure – Mid Year Consideration</i>	<i>Cost</i>
<i>Replacement service vehicle</i>	\$25,000
<i>Final design maintenance facility</i>	\$503,000
<i>Skid steer loader and attachments</i>	\$50,000
<i>Emergency electrical generator, with pad and fencing</i>	\$60,000

10 Year Capital Investment Plan: The attached CIP has been updated to reflect and align with the proposed budget.

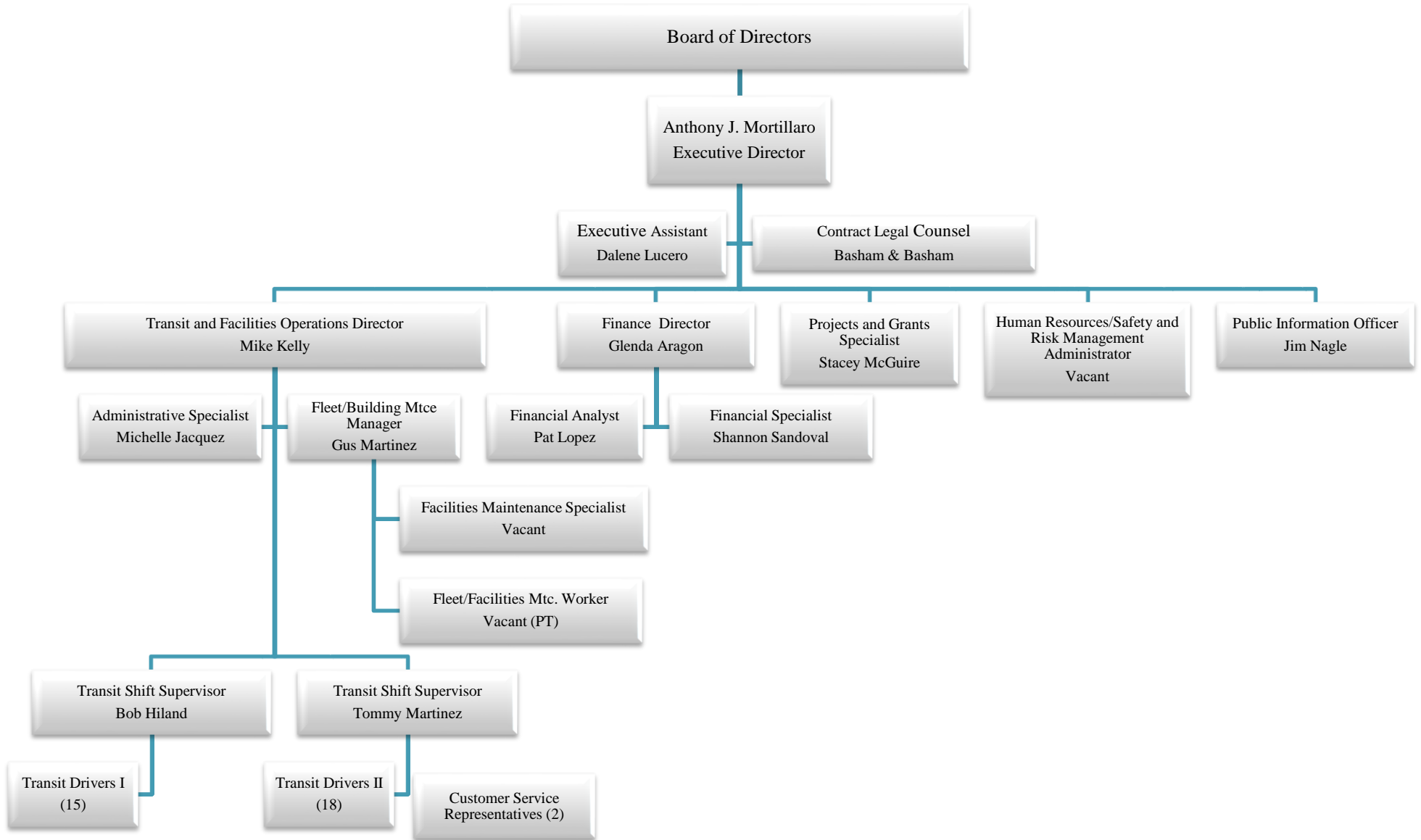
Long Range Financial Plan: The attached chart reflects an update of the moderate case scenario, the proposed FY 15 budget, the CIP and future revenue and expenditure implications. Overall the District will continue to meet and exceed the Board’s requirement for a 25% reserve amount through 2019 provided that no degradation of revenues occurs over the next several years. As of FY 2016 the Los Alamos contribution is unknown and therefore is not factored into this analysis as a revenue source. From 2020 through 2024 the District will need to assess its NCRTD GRT allocation for non-RTD provided regional services and/or increase its Federal funding for capital and other revenues to offset the reduction in the usage of the reserve

to balance the budget. Furthermore, the NCRTD GRT will need to be renewed through a District wide election in FY 2023. Based upon this Moderate Case Scenario no new routes other than those approved in April 2014 can be funded unless a reoccurring revenue source is generated.

Cash Reserve Levels: Attached is a chart that shows the required cash reserve levels and actual or projected cash reserve levels. Statutorily we are required to maintain a minimum of 8% of expenditures as a cash reserve. The Board's adopted policy is to maintain a 25% cash reserve level, which is due to the variability of the districts varied revenue sources. In addition, \$700,000 of the funds in the cash reserve are restricted by agreement with Los Alamos County and limited to being used as a revolving operating funding with replenishment required within six months. The District does have cash reserves that exceed the Board's funding requirement, however, when viewed in the context of the Long Range Financial Plan these funds can only be utilized in accordance with the District's financial policies.

The usage of the project carryovers and reserve balances as proposed for the FY 15 budget are as follows: a) the ITS project, b) TAP project, c) fleet match requirements and d)shelters. The total amount being utilized is \$245,436. Project carryovers are being utilized for items "a" and "b" since those were funds that were originally received from federal sources and District matching contributions are merely being carried forward. The use of capital reserve funds for item "c" and "d" to meet matching requirements or acquire capital assets is permitted by policy. The projected reserve balance and ending FY 14 is \$6,950,459 and exceeds the 25% Board requirement of \$2,424,186.

North Central Regional Transit District –April 2014



North Central Regional Transit District
FY 2015 Budget Request

NCRTD Position History

Admin	FY 2011		FY 2012		FY 2013		FY 2014		FY 2015	
	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees
Permanent Full Time (benefits)										
Executive Director	1	1	1	1	1	1	1	1	1	1
Executive Assistant	1	1	1	1	1	1	1	1	1	1
File Clerk									0.25	1
Marketing Manager/PIO	1	1	1	1	1	1	1	1	1	1
Marketing Specialist									1	1
Special Project Manager	1	1	1	1	1	0	0	0	0	0
Human Resources/Risk and Safety Adm.	0	0	0	0	0	0	1	1	1	1
TOTAL Positions	4	4	4	4	4	3	4	4	5.25	6

Finance	FY11		FY12		FY13		FY14		FY15	
	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees
Permanent Full Time (benefits)										
Finance Manager	1	1	1	1	1	1	1	1	1	1
Financial Analyst	1	1	1	1	1	1	1	1	1	1
Financial Specialist	1	1	1	1	1	1	1	1	1	1
TOTAL Positions	3	3	3	3	3	3	3	3	3	3

Operations Admin	FY11		FY12		FY13		FY14		FY15	
	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees
Permanent Full Time (benefits)										
Transit Operations Manager	1	1	1	1	1	1	1	1	1	1
Assistant Transit Operations Manager	1	0	1	0	0	0	0	0	0	0
Operations Analyst	1	1	1	1	1	1	1	1	1	1
Service Development Manager (reclass 9/12)	1	1	1	1	1	0	0	0	0	0
Service Development, Projects, Grants Spec	0	0	0	0	0	1	1	1	1	1
TOTAL Positions	4	3	4	3	3	3	3	3	3	3

Operations Driver	FY11		FY12		FY13		FY14		FY15	
	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees
Permanent Full Time (benefits)										
Route Supervisors	2	2	2	2	2	2	2	2	2	2
Dispatchers	2	2	2	2	2	2	0	0	0	0
Dispatcher (non CDL)							1	1	1	1
Dispatcher (CDL)							1	1	1	1
Driver 1 (Non CDL)	25	27	27	30	30	30	14	14	14	14
Driver 2 (CDL)							16	16	12	12
Driver 3 (CDL)							0	0	4	4
Permanent Part-Time (benefits)										
Drivers			2	1	2	0	0	0	0	0
Driver (non CDL)						0.71	1	1	1	1
Part-Time (no benefits)										
Drivers	6	7	7	2	1	2	0	0	0	0
Drivers (CDL)	0	0	0	0	0	0	1	2	1	2
Temp Hours @ 2288 (800 per temp/posit.)	0	0	0	1.1	1.1	1	1.1	2.86	1.1	2.86
TOTAL Positions	35	38	38	39.1	37.1	39.0	36.81	39.86	37.1	39.86

Fleet/Building	FY11		FY12		FY13		FY14		FY15	
	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees
Permanent Full Time (benefits)										
Fleet/Facility Maintenance Manager	1	1	1	1	1	1	1	1	1	1
Facility Maintenance Specialist	0	0	0	0	1	1	1	1	1	1
Custodian	0	0	0	0	1	0	0	0	0	0
Facility Maintenance Worker (part time)	0	0	0	0	0	0	0.5	1	0.5	1
TOTAL Positions	1	1	1	1	3	2	2.5	3	2.5	3

Total Positions	FY11		FY12		FY13		FY14		FY15	
	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees	FTE	No. of Employees
Total Positions	47	49	50	50.1	50	50	49.3	52.86	50.9	54.86

North Central Regional Transit District
FY15 Budget Request

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>		<u>FY 2015</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual-YTD</u>	<u>Executive Director Request</u>
<u>NCRTD Revenues</u>						
<u>5311 FTA Funding</u>						
5311/ADMINISTRATION	\$ 594,161	\$ 489,984	562,886	496,501	327,942	501,322
5311/OPERATING	482,858	412,168	579,188	815,559	419,162	772,660
5311/CAPITAL	95,587	57,545	40,811	127,494	31,583	355,000
Total 5311 FTA Funding	1,172,607	959,696	1,182,885	1,439,554	778,687	1,628,982
						0
5316/JARC/OPERATING	137,655	99,166	201,723	58,089	164,772	58,089
<u>Other Federal Grants</u>						
5304/Federal Grant/PLANNING	16,276		0	151,250	107,635	60,000
Tribal Transit FTA grants			261,540			0
TAP Funding				215,736		215,736
Arra Stimulus	303,022	-				0
Tribal Transit	71,212	62,344				0
5309 Federal Grant	46,860		30,982			
5309/ Fed Grant/Earmark-State of Good Repair	51,323	547,197	280,000			
Veterans Initiative				333,800		54,400
Total Other Federal Grants	488,693	609,541	572,522	700,786	107,635	330,136
<u>State Capital & Local Contributions</u>						
State Capital Outlay/Vehicles	-	608,987		170,000	0	175,000
LA Contribution	1,540,000	600,000	500,000	450,000	450,000	400,000
Building	-	250,000				0
Total State Capital & Local Contributions	1,540,000	1,458,987	500,000	620,000	450,000	575,000
<u>GRT Revenue/Misc.</u>						
Cash Balance/Project Carryovers	-	-				245,436
Gross Receipts Tax	7,477,175	7,083,927	6,871,270	6,757,529	4,142,591	6,809,100
Misc.	28,717	38,859	24,312	60,500	25,634	50,000
Total Local/GRT Revenue	7,505,892	7,161,878	6,895,582	6,818,029	4,168,224	7,104,536
Total Overall Revenue	\$ 10,844,847	\$ 10,289,268	\$ 9,352,711	\$ 9,636,458	\$ 5,669,318	\$ 9,696,743

North Central Regional Transit District
FY15 Budget Request

	<u>FY 2011</u>		<u>FY 2012</u>		<u>FY 2013</u>		<u>FY 2014</u>		<u>FY 2015</u>	
	<u>Actual</u>		<u>Actual</u>		<u>Actual</u>		<u>Budget</u>	<u>Actual-YTD</u>	<u>Executive Director Request</u>	
Salaries and Benefits										
District Salaries	\$ 1,606,807	\$	1,745,048		\$ 1,699,079		\$ 1,904,277	\$ 1,094,145	\$	1,899,860
Benefits & Payroll Taxes	584,395		556,308		658,277		825,665	460,679		821,427
Total Salaries and Benefits	\$ 2,191,202	\$	2,301,356		\$ 2,357,356		\$ 2,729,942	\$ 1,554,824		\$ 2,721,287

	<u>FY 2011</u>		<u>FY 2012</u>		<u>FY 2013</u>		<u>FY 2014</u>		<u>FY 2015</u>	
	<u>Actual</u>		<u>Actual</u>		<u>Actual</u>		<u>Budget</u>	<u>Actual-YTD</u>	<u>Executive Director Request</u>	
Operating Expenses										
Cleaning Bus Allowance					260		960	320		1,200
Utility Expense Allowance					0		240	80		960
Non-RTD Railrunner	1,909,524		1,979,700		2,013,811		1,957,780	915,416		2,100,000
Non-RTD Los Alamos County	1,238,603		1,303,870		1,332,081		1,344,173	706,036		1,361,820
Non-RTD City of Santa Fe	1,184,703		967,630		981,932		940,921	554,509		953,274
Bank Service Charges	49		20		13		120	0		120
Penalties/Interest	1,450		9,430		62		500	0		500
Internet Service	-		-		1,675		4,980	2,921		5,251
Postage	953		1,176		665		1,350	821		2,420
Telephone	18,915		7,604		11,427		8,080	6,689		10,172
Cell Phone	9,021		4,195		4,603		5,978	2,238		5,294
Health & Wellness										4,500
Promotions										7,500
Contractual Services	190,869		156,210		144,713		371,300	204,038		286,146
Audit	20,670		53,500		23,005		23,433	23,219		25,000
Advertising	96,205		23,877		16,940		65,940	22,658		66,470
Advertising-Other	5,159		302		18,198		4,500	5,109		7,500
Contractual Services - Other					18,640		0	0		-
IT Hardware/Software Support	20,808		5,517		7,587		20,736	5,487		25,700
Dues and Subscriptions	5,952		1,831		12,263		9,486	4,752		10,666
Equipment Rental	-		233		1,135		1,000	508		1,000
Equipment Repair & Maintenance	5,879		1,446		851		4,300	0		4,000
Computer Repair & Maintenance	-		-		0		500	0		1,000
Building Maintenance					12,224		15,000	4,316		15,000
Maintenance Machinery & Equipment	132		-		3,190		4,500	4,569		2,000
Insurance					3,600		0	0		-
Property Insurance	38,927		9,927		6,566		39,000	6,670		7,000
General and Employee Liability	22,275		21,119		21,119		25,000	21,550		22,000
Civil Rights	3,500		3,311		3,311		5,000	3,311		3,311
Vehicle Insurance	41,371		59,997		54,960		66,000	52,690		68,000
Snow Removal (MA Agora)	-		-		0		6,000	0		6,000
Office Rent	29,050		28,800		0		0	0		-
Utilities	6,528		3,656		24,932		30,000	14,073		25,000
Janitor	4,781		5,842		20,179		24,000	13,812		24,000

North Central Regional Transit District
FY15 Budget Request

Utility Expense Allowance	-	-	120	0	40	-
Uniforms	8,370	-	1,540	14,300	0	12,300
Drug and Alcohol Testing	500	-	0	4,500	0	1,000
Physicals	108	-	2,415	3,000	1,637	2,700
Printing	3,132	5,226	4,869	19,500	3,515	19,500
Copying	1,659	309	1,193	0	13	1,450
Supplies	436	-	2,938	0	560	350
Office Supplies	27,243	17,044	8,041	17,120	5,988	10,300
Furniture & Equipment under 5K	9,760	23,267	4,123	3,250	5,897	4,500
Janitorial Supplies	-	93	3,056	2,000	0	1,000
Training/Registration	5,793	3,085	1,358	4,750	1,433	13,624
Travel	-	-	457	0	0	-
Mileage	212	5,513	8,837	24,483	5,277	4,075
Public Transit Fares	-	-	0	140	0	11,535
Per Diem	22,005	6,780	449	5,122	384	5,538
Registration Fees	-	-	-	-	-	-
Lodging and Meals	-	-	9,703	14,580	4,222	13,890
Meals & Meeting Expenses	1,667	1,050	3,630	4,150	1,216	9,050
Misc. Expenses	-	81	791	3,150	463	3,150
Fuel	304,353	273,576	406,653	430,000	227,936	415,000
Cell Tower Rental Fees	2,100	5,400	3,177	5,400	5,508	9,000
Shop Supplies	11,142	5,589	7,535	7,000	3,449	6,000
Oil and Lubricants	17,532	8,603	15,587	15,000	8,214	13,000
Hazardous Waste Disposal	-	-	0	0	0	-
Replacement Parts	46,703	-	63,976	58,000	41,159	70,000
Tires	24,827	-	51,981	30,000	11,137	25,000
Vehicle Maintenance - Repair	(6,681)	48,823	62,509	70,000	47,833	80,000
Painting	3,513	3,900	2,891	10,000	1,000	5,000
Computers	-	-	6,964	1,500	5,557	1,500
Mobile Radios	-	-	-	-	-	2,000
Total Operating Expenses	\$ 5,339,698	\$ 5,063,456	5,416,348	5,726,522	2,952,920	\$ 5,900,266
	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>		<u>FY 2015</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual-YTD</u>	<u>Executive Director Request</u>
Capital Outlay						
Capital Expenses		176,788	27,282	0	0	-
Buildings	880,690	1,486,574	121,269	8,000	0	-
Furniture & Fixtures	5,767	39,962	46,348	0	0	-
Other Capital Expenses		65,510	11,032	450,000	216,886	429,700
Benches and Signage		5,904	10,241	5,000	0	1,000
Rolling Stock	265,880	771,700	378,530	376,500	0	584,490
Bus Shelters	52,430	25,831	48,912	340,494	30,914	60,000
Total Capital Outlay Expenses	\$ 1,204,767	\$ 2,572,270	643,614	1,179,994	247,860	\$ 1,075,190
Total Overall Expenses	\$ 8,735,667	\$ 9,937,082	\$ 8,417,318	\$ 9,636,458	\$ 4,755,604	\$ 9,696,743

Administration

	<u>FY 2011</u>		<u>FY 2012</u>	<u>FY 2013</u>		<u>FY 2014</u>		<u>FY 2015</u>
	<u>Actual</u>		<u>Actual</u>	<u>Actual</u>		<u>Budget</u>	<u>Actual YTD</u>	<u>Executive Director Request</u>
Total Salaries/Benefits	\$ 378,443	\$ 322,204		\$ 283,315	\$ 383,924	\$ 183,377		\$ 230,017
Total Contracts	\$ 170,200	\$ 228,120		\$ 184,054	\$ 303,600	\$ 202,919		\$ 209,440

Operating Expenses

Internet Service (Redi net)		\$ -		\$ 335	\$ 720	\$ 714		\$ 1,071
Postage	261	600		214	300	179		100
Telephone	9,224	9,360		2,770	1,440	1,330		2,000
Cell Phone	1,344	2,640		1,333	1,600	713		624
Advertising	91,340	12,198		17,115	65,940	21,647		-
Advertising-Other	1,525	3,600		17,226	4,500	4,951		-
IT Hardware/Software Support	4,139	480		2,356	9,036	-		3,000
Dues and Subscriptions	5,952	1,440		11,523	8,486	4,272		8,486
Equipment Rental	-	-		207	-	-		-
Equipment Repair & Maintenance	1,176	406		157	1,800	-		1,800
Computer Repair & Maintenance	-	-		-	500	-		500
Printing	626	4,979		2,908	10,502	573		900
Copying	-	-		796	-	-		-
Office Supplies	3,949	1,765		3,071	3,120	2,494		3,800
Furniture & Equipment under 5K	3,625	23,336		1,877	-	-		-
Training/Registration fees	4,599	1,200		-	-	-		4,224
Mileage	19,607	3,292		2,236	4,550	1,982		800
Transit Fares/Rental car/Air fare								4,000
Per Diem-Travel		2,476		-	1,780	384		1,560
Lodging		-		4,504	7,845	3,287		7,100
Meals & Meeting Expense	1,509	1,446		3,088	3,100	1,070		3,100
Misc. Expenses		-		-	2,500	25		2,500
Computers		-		1,930	-	1,340		1,500
TOTAL Operating Admin Expenses	159,261	81,806		81,118	137,943	46,069		47,165
TOTAL EXPENDIURES	\$ 707,905	\$ 632,130		\$ 548,486	\$ 825,467	\$ 432,365		\$ 486,622

Public Information/Community Relations

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>		<u>FY 2015</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual YTD</u>	<u>Executive Director Request</u>
Total Salaries/Benefits	-	-				\$ 143,549
Total Contracts	-	-	-	-	-	\$ 41,500

All other expenditures

Promotions						4,500
Internet Service (Redi net)						840
Postage						450
Telephone						1,152
Cell Phone						888
Advertising						66,470
IT Hardware/Software Support						10,000
Dues and Subscriptions						1,530
Printing						14,000
Copy						500
Office Supplies						500
Training/Registration fees						725
Mileage						1,245
Transit Fares/Rental car/Air fare						300
Per Diem-Travel						180
Lodging						250
Meals & Meeting/Spec. events						4,000
Misc. Expenses		-				-
TOTAL Admin Expenses	-	-		-	-	107,530
TOTAL EXPENDITURES	\$ -	\$ -		\$ -	\$ -	\$ 292,579

North Central Regional Transit District
 FY 2015 Budget Request

Human Resources

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>		<u>FY 2015</u>	
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual YTD</u>	<u>Executive Director Request</u>	
Total Salaries/Benefits	-					\$	88,852
Total Contracts	-					\$	30,106

Operating HR expenditures

Promotional awards						\$	3,000
Internet Service (Redi net)							240
Postage							400
Telephone							100
Cell Phone							-
Health and Wellness							4,500
Advertising-Other							7,500
Dues and Subscriptions							150
Computer Repair & Maintenance							500
Property Insurance							-
Printing							1,000
Copying							800
Office Supplies							500
Training/Registration fees							1,675
Travel							-
Mileage							280
Transit Fares/Rental car/Air fare							700
Per Diem-Travel							280
Lodging							1,350
Meals & Meeting Expense							800
TOTAL Operating HR Expenses							23,775
TOTAL EXPENDITURES						\$	142,733

North Central Regional Transit District
 FY 2015 Budget Request

Finance

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>		<u>FY 2015</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual YTD</u>	<u>Executive Director Request</u>
Total Salaries/Benefits	217,397	191,916	233,565	245,593	152,150	255,766
TOTAL Contractual Service	20,670	53,500	23,005	25,233	24,338	26,500
<u>Other Expenses</u>	-					
Bank Service Charges	30	17	-	120	-	120
Penalties/Interest	1,155	11,279	62	500	-	500
Internet Service (Redi-Net)		-	335	720	454	720
Postage	500	717	440	700	160	700
Telephone	1,650	1,482	1,720	1,440	1,330	1,800
Cell Phone	-	-	-	624	-	-
IT Hardware/Support Sage/Bail Software	8,000	7,680	5,231	9,700	5,487	9,700
Dues and Subscriptions		-	160	500	480	500
Printing	1,594	5,257	-	1,000	573	1,000
Office Supplies		-	1,163	3,000	885	1,500
Furniture & Equipment under 5K	3,949	720	-	1,250	1,548	2,000
Training/Materials		-	115	1,300	1,264	3,300
Mileage	463	434	805	1,950	287	1,500
Transit Fares/Rental car/Air fare	37	240				3,935
Per Diem	-	-	348	1,606	-	1,606
Lodging	256	600	1,806	1,990	297	1,990
Meals & Meeting Expense			64	-	102	-
Misc. Expenses	-	-	-	150	-	150
		97				-
Total Operating Finance Expenses	55,946	75,432	15,345	35,485	13,037	31,021
TOTAL EXPENDITURES	\$ 294,013	\$ 329,416	\$ 271,915	\$ 306,311	\$ 189,525	\$ 313,287

North Central Regional Transit District
FY 2015 Budget Request

Operations Admin

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>		<u>FY 2015</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual YTD</u>	<u>Executive Director Request</u>
Total Salaries/Benefits	\$ 231,647	\$ 251,633	\$ 219,265	\$ 248,284	\$ 153,720	\$ 256,679
All other Expenses						
Internet Service		\$ -	\$ 335	\$ 720	\$ 584	\$ 720
Postage	132	106	12	100	160	200
Telephone	6,403	651	2,478	1,440	1,347	2,000
Cell Phone	2,745	203	1,281	624	532	774
Equipment Repair & Maintenance	1,308	431	0	500	0	700
Printing	626	430	1,862	1,500	1,157	1,500
Copying		-	153	0	0	-
Supplies		-	510	0	64	100
Office Supplies	4,659	5,040	1,551	3,500	751	1,300
Furniture & Equipment under 5K	1,500	2,921	0	0	3,211	-
Janitorial Supplies		-	310	0	0	-
Training/Registration	609	154	200	1,450	169	700
Mileage	1,447	-	492		225	200
Transit Fees/Rental Car/Air fare						1,000
Per Diem	358	1,151	101	0	0	612
Registration Fees		-	2,049	0	25	
Lodging		-	2,534	0	0	980
Meals & Meeting Expenses		-	417	0	43	250
Oil and Lubricants		-	3	0	0	-
Computers		-	1,644	1,422	4,217	-
Total Other Expense	25,284	16,200	17,300	13,256	12,502	11,036
TOTAL EXPENDITURES	\$ 256,931	\$ 267,833	\$ 236,565	\$ 261,540	\$ 166,223	\$ 267,715

North Central Regional Transit District
FY 2015 Budget Request

Operations - Drivers

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>		<u>FY 2015</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual YTD</u>	<u>Executive Director Request</u>
Total Salaries/Benefits	1,277,102	1,271,688	1,451,028	1,565,273	949,702	\$ 1,602,482

Other Expenditures

Internet Service		\$ -	\$ 356	\$ 1,000	\$ 789	\$ 960
postage	300	600	-	50	217	370
Telephone	1,485	3,390	3,061	3,000	1,812	2,400
Cell Phone	854	521	1,126	1,920	387	1,760
Equipment Repair & Maintenance	1,176	1,742	-	1,000	-	500
General and Employee Liability	3,500	25,343	-	12,500	10,775	11,000
Workers' Compensation ins	-	-	94,545	107,459	105,216	107,000
Utilities	2,500	16,303	-	-	-	-
Utility Expense Allowance	-	-	100	-	40	-
Uniforms	8,370	-	850	14,000	-	12,000
Drug and Alcohol Testing	500	360	-	4,500	-	1,000
Physicals	6,258	1,687	1,419	3,000	1,637	2,400
Printing	626	-	99	-	818	500
Copying	-	-	137	-	13	150
Supplies	689	600	203	-	42	150
Office Supplies	5,449	4,200	1,168	6,500	1,562	2,000
Janitorial Supplies	423	625	-	-	-	-
Furniture & Equipment under 5K	1,767	1,200	1,197	-	766	500
Training/Registration	772	-	843	2,000	-	700
Mileage	189	578	-	200	157	-
Transit Fees/Rental Car/Air fare	-	-	-	-	-	1,200
Per Diem	382	467	-	524	-	600
Lodging and Meals	-	-	-	1,350	14	-
Lodging	-	-	-	35	-	840
Meals & Meeting Expenses	404	600	35	800	-	200
Misc. Expenses	-	-	881	500	9	500
Cleaning Bus Allowance	-	-	-	-	-	1,200
Utility Expense Allowance	-	-	-	-	-	960
TOTAL Operating Expenses	\$ 37,713	\$ 58,697	108,032	162,838	124,460	148,890
TOTAL EXPENDITURES	\$ 1,314,815	\$ 1,330,385	\$ 1,559,060	\$ 1,728,111	\$ 1,074,162	\$ 1,751,372

North Central Regional Transit District
FY 2015 Budget Request

Fleet - Building

	<u>FY 2011</u>		<u>FY 2012</u>		<u>FY 2013</u>		<u>FY 2014</u>		<u>FY 2015</u>	
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual YTD</u>	<u>Executive Director</u>	<u>Request</u>		
Total Salaries/Benefits	59,799	60,980	80,152	134,234	80,737	143,943				
TOTAL Contracts	-	-	21,532	89,900	13,812	27,600				
Other Expenses										
Internet Service	500	480	127	360	380	700				
Postage	100	-	-	200	104	200				
Telephone	1,000	2,563	1,533	760	870	720				
Cell Phone	600	125	862	1,210	705	1,248				
Contract Services	-	-	2,164	-	-	-				
IT Hardware/Software Support	-	-	-	-	-	-				3,000
Equipment Rental	-	-	203	1,000	508	1,000				
Equipment Repair & Maintenance	2,176	360	694	1,000	-	1,000				
Building Maintenance	15,966	380	12,224	15,000	4,549	15,000				
Maintenance Machinery & Equipment	5,767	132	2,906	4,000	4,569	2,000				
Insurance	29,000	1,960	3,600	27,240	-	-				
Property Insurance	-	-	4,829	29,000	6,670	7,000				
General and Employee Liability	-	-	21,119	12,500	10,775	11,000				
Civil Rights	41,371	74,721	3,311	5,000	3,311	3,311				
Vehicle Insurance	6,000	3,840	54,960	66,000	52,690	68,000				
Snow Removal (MA Agora)	626	4,200	-	6,000	-	6,000				
Utilities	626	-	22,554	30,000	14,073	25,000				
Uniforms	-	-	690	300	-	300				
Physicals	5,449	2,052	996	-	-	300				
Printing	-	-	-	-	394	600				
Office Supplies	2,500	180	1,104	1,000	454	700				
Furniture & Equipment under 5K	300	420	992	2,000	372	2,000				
Janitorial Supplies	300	-	2,714	2,000	-	1,000				
Training/Registration fees	215	324	200	500	-	2,300				
Mileage	428	344	16	2,720	1,438	50				
Transit Fares/Rental car/Air fare	-	-	-	140	-	400				
Per Diem-Travel	-	-	-	940	-	700				
Lodging	-	-	859	2,405	638	1,380				
Meals & Meeting Expense	-	-	27	-	-	700				
Misc. Expenses	-	-	6	15,998	180	-				
Fuel	304,353	328,291	403,635	430,000	227,936	415,000				
Cell Tower Rental Fees	2,100	-	3,177	5,400	5,508	9,000				
Shop Supplies	11,097	6,706	8,122	7,000	3,401	6,000				
Oil and Lubricants	17,403	10,323	15,107	15,000	8,214	13,000				
Hazardous Waste Disposal	-	-	-	-	-	-				
Replacement Parts	45,703	29,970	64,181	58,000	41,159	70,000				
Tires	24,827	11,903	49,559	30,000	11,137	25,000				
Vehicle Maintenance - Repair	70,270	58,588	61,550	70,000	47,833	80,000				
Painting	3,513	4,680	2,891	10,000	1,000	5,000				
Computers	-	-	2,499	-	-	-				
Benches and Signage	-	-	5,289	5,000	-	1,000				
Mobile Radios	-	-	-	-	-	2,000				
TOTAL other Expenses	592,189	542,543	993,467	894,027	494,654	781,609				
TOTAL EXPENDITURES	\$ 651,987	\$ 603,523	\$ 1,095,150	\$ 1,118,161	\$ 589,202	\$ 953,152				

North Central Regional Transit District
 FY 2015 Budget Request

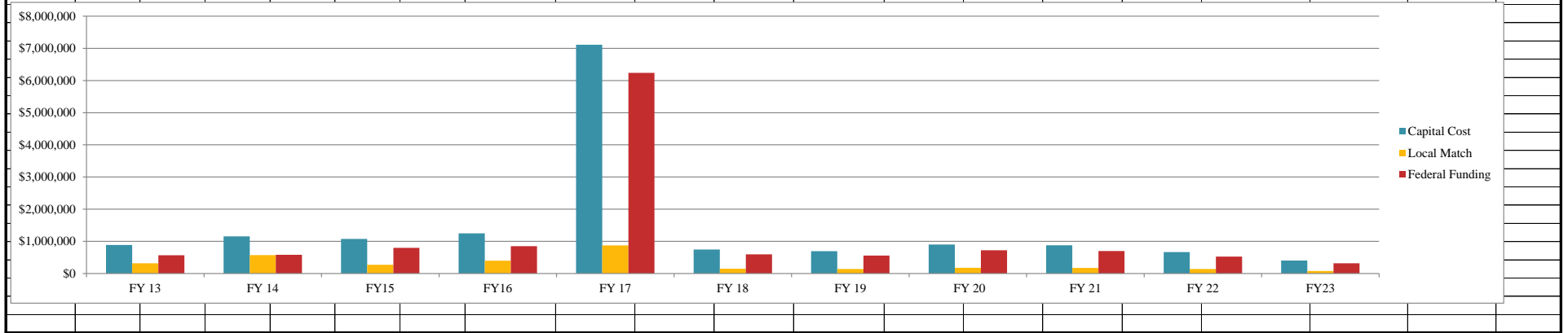
Operation Non-RTD

<u>Non-RTD operations</u>	<u>FY 2011</u>		<u>FY 2012</u>	<u>FY 2013</u>		<u>FY 2014</u>		<u>FY2015</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>FY14 Budget</u>	<u>Actual YTD</u>	<u>FY15 Executive Director Request</u>	
Non-RTD Railrunner	\$ 1,909,524	\$ 1,979,700		\$ 2,013,811	\$ 1,957,780	\$ 915,416	\$ 2,100,000	
Non-RTD Los Alamos County	1,238,603	1,303,870		1,332,081	1,344,173	706,036	\$ 1,361,820	
Non-RTD City of Santa Fe	1,184,703	967,630		981,932	940,921	554,509	\$ 953,274	
<i>TOTAL EXPENDITURES</i>	<i>\$ 4,332,830</i>	<i>\$ 4,251,200</i>		<i>\$ 4,327,824</i>	<i>\$ 4,242,874</i>	<i>\$ 2,175,961</i>	<i>\$ 4,415,094</i>	

Capital

Capital Expenses	FY 2011		FY 2012	FY 2013	FY 2014		FY 2015
	Actual	Actual		Actual	Budget	Actual YTD	Executive Director Request
Furniture & Equipment under 5K		39,962	-			5,897	-
Capital Expenses		176,788	27,282				-
Buildings	880,690	1,486,574	121,269		8,000	-	-
Final Design Maintenance Facility							-
Security Cameras							-
Emergency Electrical Generator							-
After hours Security Gates							-
Furniture & Fixtures	5,757	-	46,348				-
Other Capital Expenses		65,510	11,032				-
AVAL Bus Reporting system			-		450,000	216,886	177,200
Benches and Signage		5,904	10,241			-	-
Fleet - Vehicles-Commuter							25,000
Passenger Bus	265,880	771,700	378,530		397,000	-	559,490
28 Pasgr. Bus							-
14 Pasgr. Bus							-
18 Pasgr. Bus							-
18 Pasgr. Bus							-
Skid Steer Loader+ attachments							-
Bus Shelters	52,430	25,832	48,912			30,974	50,000
Bus Stops Surface Improvements (varies)							10,000
TAP (ADA Plan, Design and Construct)					298,994		252,500
TOTAL EXPENDITURES	\$ 1,204,757	\$ 2,572,270	\$ 643,614		\$ 1,153,994	\$ 253,758	\$ 1,074,190

NCRTD 10 Year Capital Investment Plan (CIP)																				
							FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23			
Fleet Replacement (see attached detailed listing)							\$350,000	\$397,000	\$584,490	\$323,000	\$524,000	\$736,000	\$637,000	\$903,000	\$817,000	\$655,000	\$402,000			
Maintenance Facility										\$503,000	\$5,668,552									
Paving bus parking area											\$90,000									
Bus Protective Awnings											\$422,500									
PV panels and electrical conversion to power RTD Facilities										\$150,000										
Transit Orientated Development Site Planning											\$70,000									
Scheduleing, Reporting, Vehicle Location Software							\$450,000	\$450,000	\$177,200											
75 Shelters (15/yr @ \$4,000 ea. X 5 years)							\$60,000		\$50,000		\$60,000		\$60,000		\$60,000					
Fueling Facility											\$200,000									
Satellite Facilities (SF,Taos)										\$75,000	\$75,000									
Signage, trash receptacles and Schedule holders at bus stops (100@\$500 ea.)							\$20,000			\$15,000		\$10,000				\$10,000				
Snow Plow attachment							\$7,000													
Emergency Electrical Generator - Building										\$60,000										
Afterhours security gates (front and side entrance)								\$8,000												
Bus stop improvements (varies)									\$10,000											
Records software and Archival System										\$75,000										
Skid steer loader										\$50,000										
ADA Plan Implementation								\$298,994	\$252,500											
Bus Pull Outs on West Side Route (North and South Bound) Safety Issue																				
Bus Pull Outs on Riverside Drive (North and South Bound) Safety Issue																				
Total							\$887,000	\$1,153,994	\$1,074,190	\$1,251,000	\$7,110,052	\$746,000	\$697,000	\$903,000	\$877,000	\$665,000	\$402,000	Total	\$15,766,236	
Federal 80%/50%							0.8	0.5	\$569,000	\$583,000	\$800,136	\$851,400	\$6,237,752	\$596,800	\$557,600	\$722,400	\$701,600	\$524,000	\$321,600	\$12,143,688
Local Match 20%/50%									\$318,000	\$570,994	\$274,054	\$399,600	\$872,300	\$149,200	\$139,400	\$180,600	\$175,400	\$141,000	\$80,400	\$3,300,948



North Central Regional Transit District
FY 2015 Budget Request

NCRTD-FY 14/15 CAPITAL REQUEST (rolling stock)

PRI. #	UNIT #	CURRENT DESCRIPTION	REPLACE WITH	YEAR	CURRENT MILES	PROJECTED MILES AT DISPOSAL	ESTIMATED REPLACEMENT COST	JUSTIFICATION CODES
1	T-502	Bus, 12 Passenger, ADA Accessible, Cutaway	Bus, 14 Passenger, ADA Accessible, Cutaway	2008	151,862	177,172	75,245	A,B,C
2	T-510	Van, 8 Passenger	Bus, 14 Passenger, ADA Accessible, Cutaway	2000	220,707	236,472	75,245	A,B,C
3	T-534	Bus, 25 Passenger, ADA Accessible, Cutaway	Bus, 34 Passenger, ADA Accessible, Cutaway	2009	202,250	242,700	155,000	A,B,C
4	T-537	Bus, 12 Passenger, ADA Accessible, Cutaway	Bus, 18 Passenger, ADA Accessible, LPG	2010	156,734	195,918	97,000	A,B
5	T-552	Bus, 14 Passenger, Cutaway	Bus, 18 Passenger, ADA Accessible, CNG	2010	86,675	108,344	107,000	A,B
6	T-ADD1		Van, 4 Passenger, ADA Accessible, (MV)				50,000	D
							559,490	
NCRTD-FY 14/15 CAPITAL REQUEST (rolling stock-non federally funded)								
1	T-546	Sedan, Mid-Size	Sedan, Mid-Size, Flex Fuel	2000	100,145	107,298	25,000	A,B,C
							25,000	
NCRTD-FY 14/15 CAPITAL REQUEST (equipment)								
1	T-ADD6		Bus Shelters/Signage				\$50,000	E
							\$50,000	
Grand Total:							\$634,490	

JUSTIFICATION CODES

- A**=MEETS AGE REQUIREMENT
- B**=MEETS MILES REQUIREMENT
- C**=IN NEED OF MAJOR REPAIRS AND/OR EXCESSIVE REPAIRS TO DATE
- D**=BELOW 20% FTA REQUIREMENT OF ADDITIONAL UNITS
- E**=NEEDED FOR NEW PROGRAM

10 YEAR CAPITAL REPLACEMENT/NEEDS PLAN

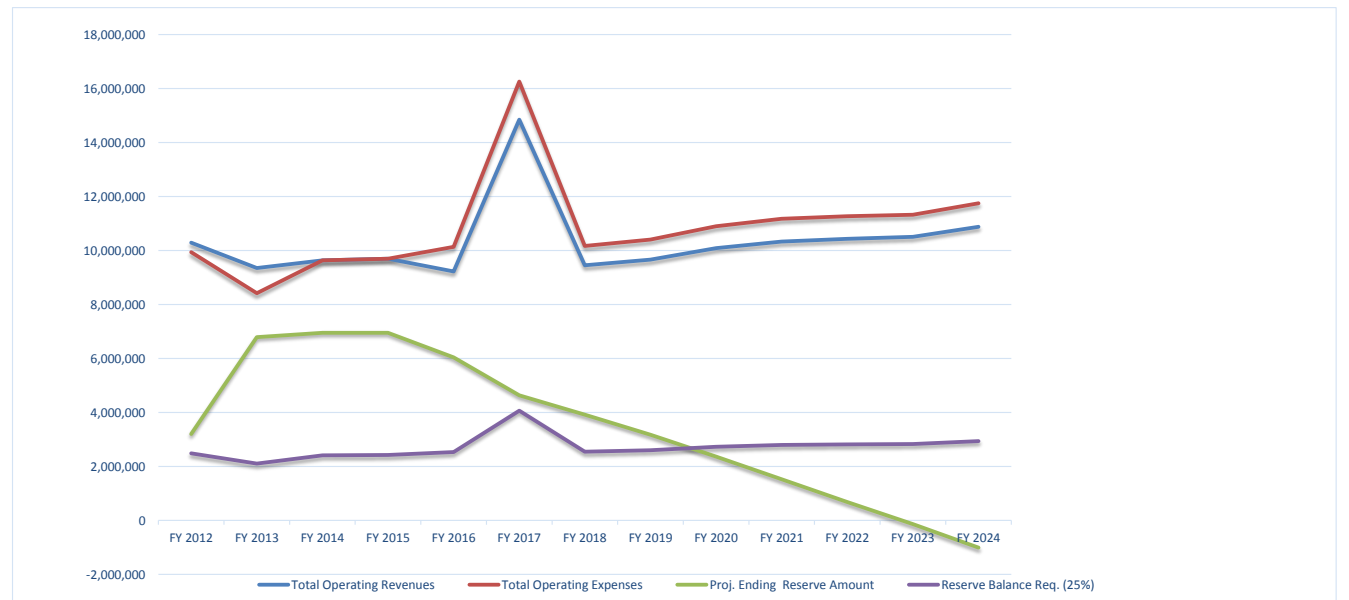
QTY	UNIT #	YEAR	CURRENT DESCRIPTION	REPLACE(D) WITH	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	
1	T-502	2008	CUTAWAY, 12 PAS	14 PASSENGER BUS		\$75,245										
2	T-510	2000	VAN, CARGO	14 PASSENGER BUS		\$75,245										
3	T-518	2008	MINI VAN	20 PASSENGER BUS	\$80,594											
4	T-519	2007	MINI VAN	14 PASSENGER BUS												
5	T-520	2008	CUTAWAY, 12 PAS	28 PASSENGER BUS												
6	T-524	2007	MINI VAN	8 PASSENGER VAN												
7	T-525	2008	SEDAN	SEDAN, MID-SIZE			\$25,000				\$25,000				\$27,000	
8	T-526	2008	EXTD VAN, 8 PAS	20 PASSENGER BUS	\$80,594											
9	T-527	2008	EXTD VAN, 8 PAS	14 PASSENGER BUS	\$75,245											
10	T-533	2008	MINI VAN	14 PASSENGER BUS												
11	T-534	2009	BUS, 25 PAS	34 PASSENGER BUS		\$155,000					\$160,000					
12	T-535	2009	CUTAWAY, 12 PAS	14 PASSENGER BUS	\$75,245											
13	T-536	2009	CUTAWAY, 12 PAS	14 PASSENGER BUS	\$75,245											
14	T-537	2010	CUTAWAY, 12 PAS	18 PASSENGER BUS LPG		\$97,000				\$102,000					\$105,000	
15	T-538	2011	RECOVERY VEHICLE	SAME					\$37,000						\$39,000	
16	T-539	2010	BUS, 18 PAS	SAME			\$82,000					\$86,000				
17	T-540	2010	BUS, 18 PAS	SAME			\$82,000					\$86,000				
18	T-541	2010	BUS, 18 PAS	SAME			\$82,000						\$87,000			
19	T-542	2010	BUS, 18 PAS	SAME			\$82,000						\$87,000			
20	T-543	2011	CUTAWAY, 12 PAS	14 PASSENGER BUS			\$75,245			\$78,000				\$82,000		
21	T-544	2011	CUTAWAY, 12 PAS	14 PASSENGER BUS			\$75,245			\$78,000				\$82,000		
22	T-545	2011	CUTAWAY, 12 PAS	14 PASSENGER BUS			\$75,245			\$78,000				\$82,000		
23	T-546	2000	SEDAN	SEDAN, MID-SIZE		\$25,000								\$27,000		
24	T-547	2001	SEDAN	SEDAN, MID-SIZE		\$25,000								\$27,000		
25	T-548	2011	BUS, 40 PAS	SAME								\$175,000				
26	T-549	2011	BUS, 40 PAS	SAME								\$175,000				
27	T-550	2011	BUS, 40 PAS	SAME						\$175,000						
28	T-551	2011	BUS, 28 PAS	SAME					\$155,000						\$157,000	
29	T-552	2010	CUTAWAY, 14 PAS	18 PASSENGER BUS CNG		\$107,000							\$115,000		\$157,000	
30	T-553	2011	BUS, 28 PAS	SAME					\$155,000						\$157,000	
31	T-554	2011	BUS, 28 PAS	SAME						\$155,000						
32	T-555	2011	CUTAWAY, 13 PAS	14 PASSENGER BUS				\$77,000					\$81,000			
33	T-556	2011	CUTAWAY, 13 PAS	14 PASSENGER BUS				\$77,000						\$82,000		
34	T-557	2011	CUTAWAY, 13 PAS	14 PASSENGER BUS				\$77,000						\$82,000		
35	T-558	2011	CUTAWAY, 13 PAS	14 PASSENGER BUS				\$77,000					\$81,000			
36	T-559	2011	BUS, 18 PAS	SAME				\$83,000							\$85,000	
37	T-560	2011	CUTAWAY, 13 PAS	14 PASSENGER BUS				\$77,000						\$82,000		
38	T-561	2011	EXTD VAN, 8 PAS	14 PASSENGER BUS				\$77,000				\$80,000				
39	T-562	2011	EXTD VAN, 8 PAS	14 PASSENGER BUS				\$77,000				\$80,000				
40	T-563	2011	EXTD VAN, 8 PAS	14 PASSENGER BUS				\$77,000				\$80,000				
41	T-564	2013	18' UTILITY TRAILER	SAME											\$5,000	
42	T-565	2013	CUTAWAY, 14 PAS	SAME					\$77,000				\$81,000			
43	T-566	2013	CUTAWAY, 14 PAS	SAME					\$77,000				\$81,000			
44	T-567	2014	BUS, 18 PAS	SAME					\$83,000				\$87,000			
45	T-568	2014	BUS, 28 PAS	SAME						\$160,000						
46	T-569	2001	UTILITY VEHICLE, 4X4	SAME				\$30,000							\$32,000	
				Skid Steer Loader		\$40,000										
				Pickup Broom Attachment for Skid Steer		\$4,000										
				Snow Plow Attachment for Skid Steer		\$4,000										
				Forklift Attachment for Skid Steer		\$1,000										
				Standby/Emergency Generator		\$50,000										
				Bus Shelters/Signage		\$51,000										
				CAPITAL TARGET		\$386,923	\$709,490	\$578,735	\$729,000	\$584,000	\$491,000	\$520,000	\$762,000	\$700,000	\$546,000	\$607,000

Long Range Financial Plan - Moderate Case Scenario

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Revenues	Actual	Actual	Budget	Projected									
RTD GRT Revenue	7,083,927	6,871,270	6,757,529	6,809,100	7,013,373	7,223,774	7,440,487	7,663,702	7,893,613	8,130,421	8,374,334	8,625,564	8,884,331
Federal Capital Funds	547,197	292,522	333,800	355,000	851,400	6,237,752	596,800	557,600	722,400	701,600	524,000	321,600	400,000
Federal Funds 5311/5316	1,097,954	1,403,067	1,497,643	1,332,071	1,358,712	1,385,887	1,413,604	1,441,876	1,470,714	1,500,128	1,530,131	1,560,733	1,591,948
Federal Funds 5304			151,250	114,400									
Capital Outlay (State/Fed)	858,987		170,000	175,000									
LA GRT	600,000	500,000	450,000	400,000									
Tribal Transit	62,344	261,540											
Miscellaneous (fares, TAP \$)	38,859	24,312	276,236	265,736									
Cash Balance Carry over for Capital				245,436									
Total Operating Revenues	10,289,268	9,352,711	9,636,458	9,696,743	9,223,485	14,847,413	9,450,892	9,663,179	10,086,727	10,332,150	10,428,465	10,507,898	10,876,279
Operating Expenses	Actual	Actual	Budget	Projected									
Administrative Costs	961,546	862,723	1,131,778	1,221,200	1,257,836	1,295,571	1,334,438	1,374,471	1,415,705	1,458,177	1,501,922	1,546,980	1,593,389
Operating & Maintenance Costs	2,152,066	2,583,157	3,107,812	2,986,259	3,075,847	3,168,122	3,263,166	3,361,061	3,461,893	3,565,749	3,672,722	3,782,904	3,896,391
NCRTD GRT Allocations % based	4,251,200	4,327,824	4,242,874	4,415,094	4,547,547	4,683,973	4,824,492	4,969,227	5,118,304	5,271,853	5,430,009	5,592,909	5,760,696
Capital Investment Plan	2,572,270	643,614	1,153,994	1,074,190	1,251,000	7,110,052	746,000	697,000	903,000	877,000	665,000	402,000	500,000
Total Operating Expenses	9,937,082	8,417,318	9,636,458	9,696,743	10,132,230	16,257,718	10,168,096	10,401,759	10,898,902	11,172,779	11,269,653	11,324,792	11,750,476
Net Operating Income	352,186	935,393	0	0	(908,744)	(1,410,306)	(717,205)	(738,581)	(812,175)	(840,629)	(841,188)	(816,895)	(874,197)
Reserve Balance Req. (25%)	2,484,271	2,104,330	2,409,115	2,424,186	2,533,057	4,064,430	2,542,024	2,600,440	2,724,726	2,793,195	2,817,413	2,831,198	2,937,619
Over/Under Reserve Balance	716,548	1,096,489	4,381,217	4,526,273	4,417,402	1,977,285	2,089,385	1,313,765	450,898	(429,746)	(1,294,594)	(2,149,566)	(3,072,882)
Proj. Ending Reserve Amount	3,200,818	6,790,331	6,950,459	6,950,459	6,041,715	4,631,409	3,914,205	3,175,624	2,363,449	1,522,819	681,632	(135,263)	(1,009,460)

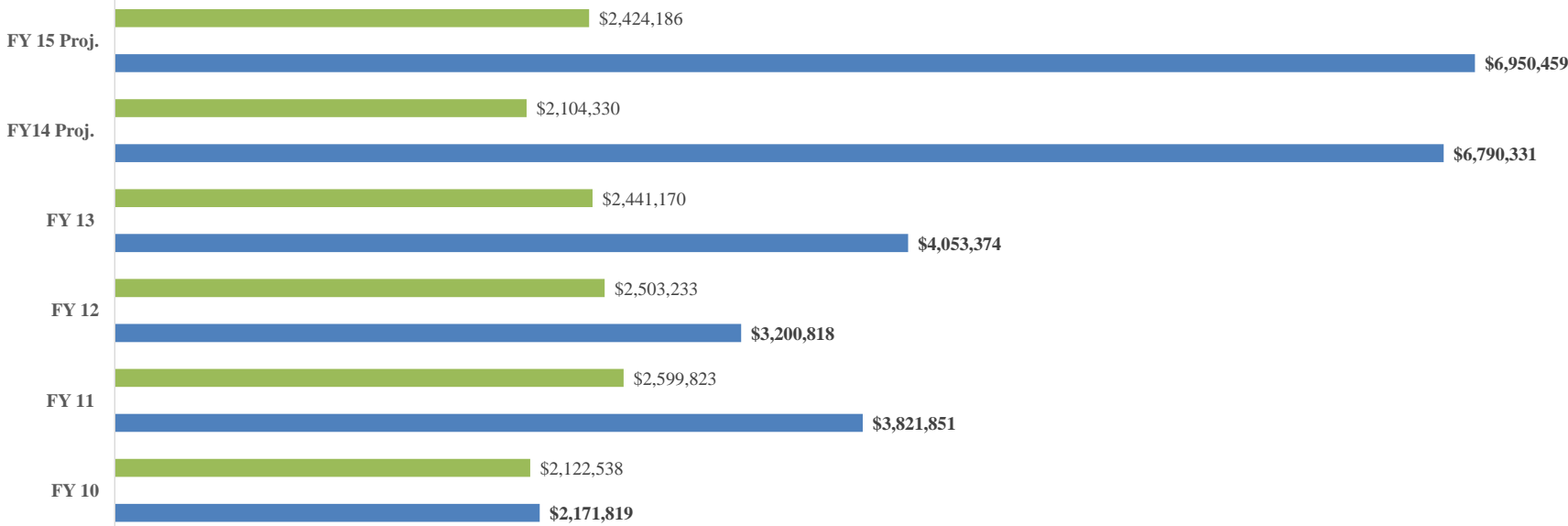
1. No Service increases (except those approved as of 4/2014)
2. 3% inflator for Revenues - Federal escalates at 3% a year
3. O & M costs inflated at 3%
4. NCRTD GRT allocations based upon Board approved formula
5. Capital reflects RTD 10 year plan

Reserve Fund Allocation per proposed policy	
Reserve for Operations (25%)	\$2,409,114.50
Reserve for Capital (15%)	\$1,445,468.70
Reserve for Service Enhancements (5%)	\$481,822.90
Total Designated Reserve Funds	\$4,336,406.10
Undesignated Reserve Funds	\$2,614,052.90
Total All Reserves	\$6,950,459.00



Cash Reserve Required vs. Actual

■ Reserve Level Requirement ■ Cash Reserve Levels





Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: May 2, 2014

Agenda Item - B

Title: Resolution No. 2014-08 Adopting a Preliminary Fiscal Year (FY) 2015 Budget.

Prepared By: Anthony J. Mortillaro, NCRTD Executive Director

Summary: Resolution adopting the Preliminary 2015 Budget.

Background: See previous agenda item for budget summary.

Recommended Action: It is recommended that the Board move to adopt Resolution No. 2014-08 adopting the Preliminary Fiscal Year 2015 Budget.

Options/Alternatives: None; a preliminary budget is required to be adopted by the Board and submitted to DFA by May 30, 2014.

Fiscal Impact: N/A

Attachments: Resolution No. 2014-08



North Central Regional Transit District (NCRTD)

Resolution 2014-08

ADOPTING A PRELIMINARY BUDGET FOR FISCAL YEAR 2014-2015

WHEREAS, the Governing Body in and for the North Central Regional Transit District, State of New Mexico has developed a Preliminary Budget for fiscal year 2014-2015 (FY14-15), and

WHEREAS, the Proposed Preliminary FY14-15 Budget was prepared and submitted in accordance with the Boards Financial Policies as adopted and amended on March 1, 2013; and

WHEREAS, said Preliminary Budget was developed on the basis of need and through cooperation with all user departments; and

WHEREAS, the Board of Directors Finance Sub Committee on April 25, 2014 conducted a detailed review of the budget and recommended that the Board approve the Budget with such modifications as they deemed advisable; and

WHEREAS, the NCRTD Governing body in and for the NCRTD has reviewed the FY 14-15 preliminary budget at a duly noted public meeting.

NOW THEREFORE BE IT RESOLVED THAT, after conducting a public hearing the Board of Directors of the NCRTD, hereby adopts the preliminary FY 14-15 Budget as attached hereto and respectfully requests approval from the Local Government Division of the State of New Mexico Department of Finance and Administration.

PASSED, APPROVED, AND ADOPTED BY THE GOVERNING BODY OF THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT ON THIS 2nd DAY OF MAY, 2014.

Daniel Barrone, Chairman

Approved as to form:

Peter Dwyer, Counsel



Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: May 2, 2014

Agenda Item - C

Title: Investment of District Funds and the State of New Mexico Local Government Investment Pool Report Summary.

Prepared By: Glenda Aragon Finance Director, Anthony J. Mortillaro, Executive Director

Summary: The NCRTD began recently participating in the LGIP government investment fund, known as the New MexiGROW Local Government Investment Pool or LGIP, which was established under NMSA 1978, Section 6-10-10.1. The LGIP is a short-term investment fund, consisting of deposits from governmental entities and Indian tribes or pueblos. The authorizing NCRTD Board resolution allowed the participation of a voluntary investment option that is intended to safely generate market returns by utilizing the purchasing power of a large pooled fund. The remainder of District funds (60% of the remaining reserves) are allocated to short term certificate of deposits (12 months or less). With a twelve (12%) to remain in the NCRTD checking account for operating expenditures.

It is the policy of the NCRTD to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conforming to all state statutes governing the investment public funds.

The District Executive Director Anthony Mortillaro and the Districts Finance Director Glenda Aragon, established the short-term investments (no more than 12 months) throughout various FDIC insured institutions in the state of New Mexico. The allocations authorized by the Board for division for these short term investments were in the amount of \$4,074,199. All District funds were to remain 100% collateralized.

The Investments on behalf of the District were made in accordance with the “prudent person” rule; i.e. investments shall be made with judgment and care, under all circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for the speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The District sought to balance three primary objectives for its cash portfolio:

- Maintaining sufficient liquidity to meet financial obligations;
- Earning a market rate of return (subject to permitted investment constraints);
- Diversifying investments among asset classes to ensure safety of principal.

In the short time (1-3 months) that the Staff has allocated the funds as requested by the Board it has managed to generate \$1,904 in interest income, with both LGIP and short term CD’s.

Recommended Action: No action required.

Options/Alternatives: NA

Fiscal Impact:

None

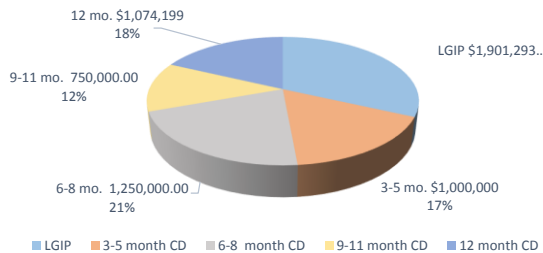
Attachments: LGIP and District Division of Certificate of Deposit Investment report

**North Central Regional Transit District
Certificate of Deposit Report
April 17, 2014**

Current CD investments

	Date opened	Term/mos	Expiration	Rate	Amount invested	Earnings
12 months						
Los Alamos National Bank	3/6/2014	12	3/6/2015	0.40%	574,199.00	264.34
State Employees Credit Union	2/28/2014	12	2/28/2015	0.55%	250,000.00	137.50
Washington Federal Credit Union	2/27/2014	12	2/27/2015	0.40%	250,000.00	100.01
			Average rate	0.45%	1,074,199.00	501.85
9-11 months						
Los Alamos National Bank	3/6/2014	9	12/1/2014	0.35%	250,000.00	100.70
Los Alamos National Bank	3/6/2014	10	12/31/2014	0.35%	250,000.00	100.70
Los Alamos National Bank	3/6/2014	11	1/30/2015	0.40%	250,000.00	115.09
			Average rate	0.37%	750,000.00	316.49
6-8 months						
Guadalupe CU	2/28/2014	6	8/27/2014	0.35%	250,000.00	87.50
US New Mexico FCU	2/21/2014	6	8/20/2014	0.70%	250,000.00	175.00
Los Alamos National Bank	3/6/2014	6	9/2/2014	0.25%	250,000.00	71.92
Los Alamos National Bank	3/6/2014	7	10/2/2014	0.30%	250,000.00	86.31
Los Alamos National Bank	3/6/2014	8	11/1/2014	0.30%	250,000.00	86.31
			Average rate	0.38%	1,250,000.00	507.04
1-3 months						
Sunrise Bank	2/21/2014	3	5/22/2014	0.20%	250,000.00	50.03
Los Alamos National Bank	3/6/2014	3	7/4/2014	0.20%	250,000.00	57.54
Los Alamos National Bank	3/6/2014	4	8/3/2014	0.20%	250,000.00	57.54
Los Alamos National Bank	3/6/2014	5	9/2/2014	0.25%	250,000.00	71.92
			Average rate	0.21%	1,000,000.00	237.03
			Short term Investment		4,074,199.00	1,562.41
			LGIP	0.100433	1,901,293.00	341.18
					\$ 5,975,492.00	1,903.59

Portfolio Composition



	Amount Invested	Earnings	% of portfolio
LGIP	1,901,293.00	341.18	32%
3-5 month CD	1,000,000.00	237.03	17%
6-8 month CD	1,250,000.00	507.04	21%
9-11 month CD	750,000.00	316.49	13%
12 month CD	1,074,199.00	501.85	18%
Total	\$ 5,975,492.00	1903.59	

Average Rate of Return	0.325%
Current Quarterly Earnings	2,244.77
Fiscal YTD Earnings	2,244.77
Fiscal YTD Earnings + Investment	\$ 5,977,395.59



Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: May 2, 2014

Agenda Item - D

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.

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 and Staff will report back to the Board at the June 2014 Board meeting with an update.

Options/Alternatives: Not Applicable

Fiscal Impact: Not Applicable



North Central Regional Transit District

Financial Summary

As of April 23, 2014

Summary:

The North Central Regional Transit District (NCRTD) is currently reporting nearly 10 months of financial activity. The standard for expenses that should be spent for the 10 months period is 83% of the budget.

The month of April does not reflect all expenses because the Finance Department will continue to process invoices that possibly 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 April until June 2014.

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 April 23, 2014, total revenue of \$6,326,485 has been received which is 65.7% of budgeted revenues. Within the revenue amount GRT is reported at \$4,642,157 according to GRT report on the New Mexico Taxation and Revenue Department website in which it has only reported activity for February now in April 2014. Total grant revenue (Federal & State) estimating April's reimbursement for a total of approximately \$1,202,245.

The District received its Local match contribution of \$450,000 from Los Alamos County.

Revenue for fares, advertising, and miscellaneous/interest revenue; \$ 32,082.

Expenditures:

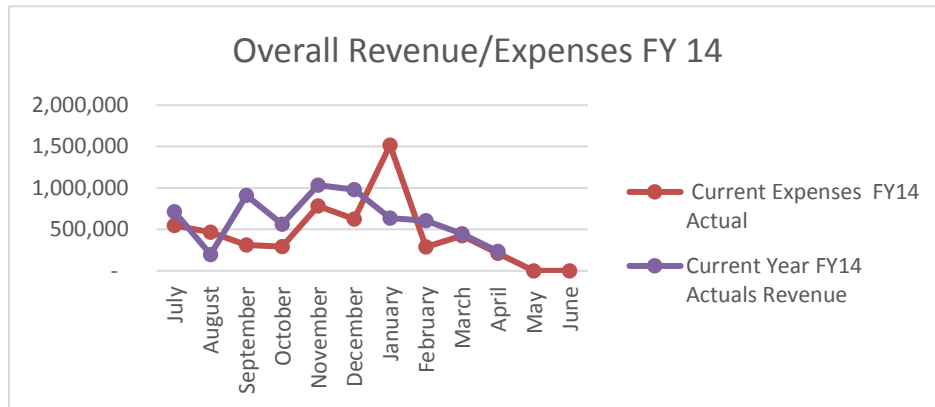
For the month ending April 23, 2014, NCRTD recognized expenditures totaling \$5,461,875 which is 57% of total budgeted expenditures. This percentage is below the standard 83.3% for the time period, mostly due to quarterly (instead of monthly) payments to the City of Santa Fe and Los Alamos County for transit services, (Non-RTD GRT expense/revenue).

Of the \$5,461,875 spent by NCRTD, \$760,300 was in Administration, \$4,448,799 in Operations and \$252,776 in Capital Outlay.

Administration has spent 66.8% of their budget, Operations has spent 60.7% and 23.5% in Capital Outlay.

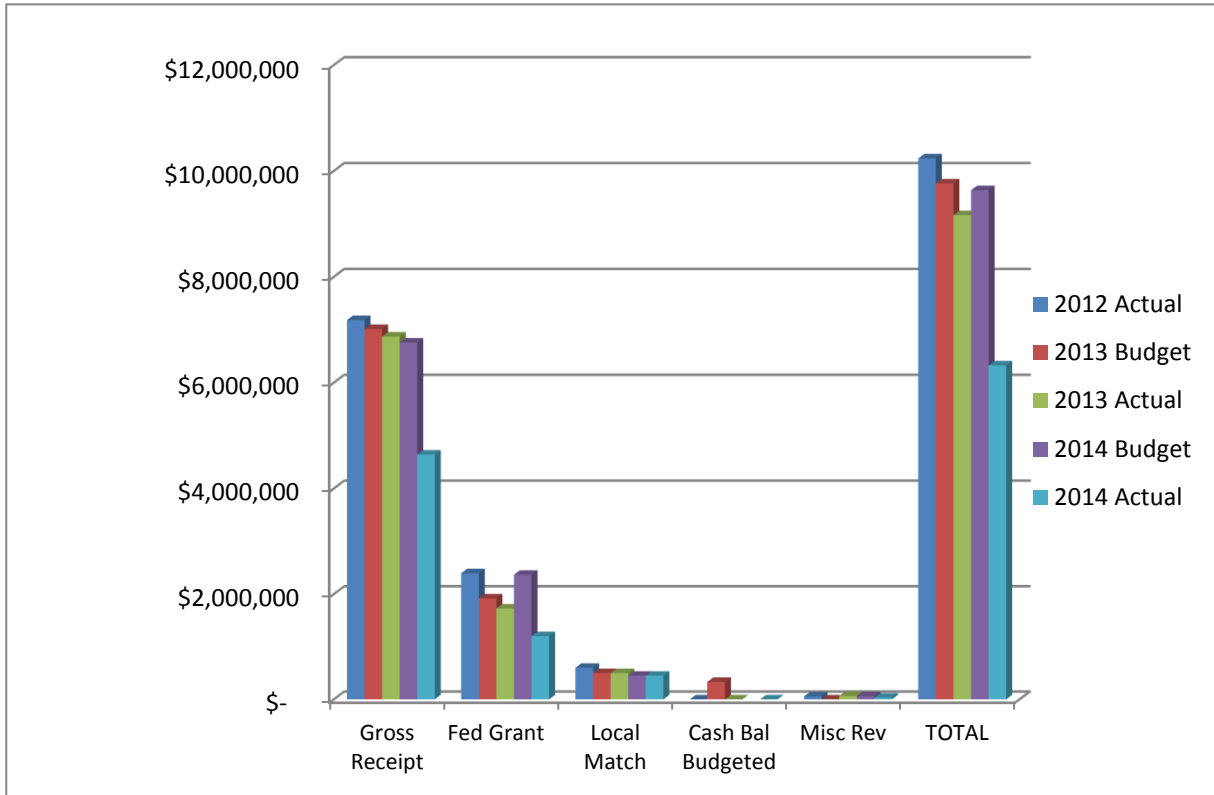
This Financial Summary should be reviewed in conjunction with the Monthly Board Financial Report

MONTHLY BOARD REPORT
FY2014 (July 1, 2013 to June 30, 2014)
NCRTD Revenue and Expenses vs. Budget
As of April 23, 2014



	Expenses		Revenue	
	Budget Expenses FY14	Current Expenses FY14 Actual	Budget Revenue FY14	Current Year FY14 Actuals Revenue
July	777,664	546,007	777,664	712,973
August	777,664	464,828	777,664	197,595
September	809,158	313,124	809,158	911,709
October	777,664	292,927	777,664	563,855
November	1,030,164	783,237	1,030,164	1,034,774
December	777,664	624,110	777,664	981,256
January	798,164	1,517,086	798,164	636,384
February	777,664	287,411	777,664	606,284
March	777,664	423,076	777,664	447,415
April	777,664	210,070	777,664	234,239
May	777,664	-	777,664	-
June	777,664	-	777,664	-
Totals	\$ 9,636,458	\$ 5,461,875	\$ 9,636,458	\$ 6,326,485

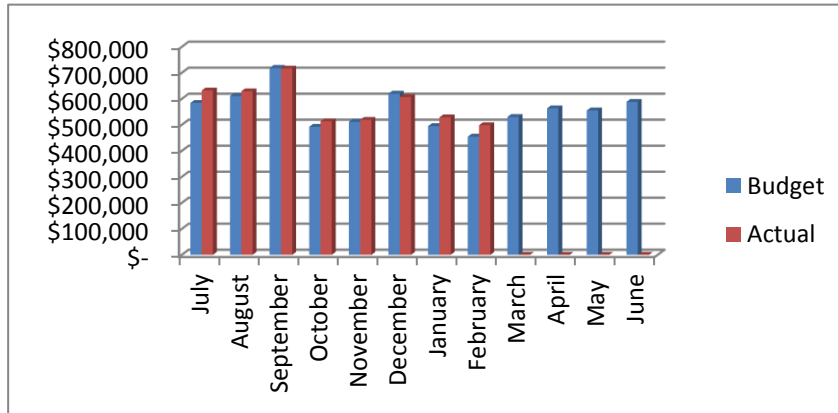
MONTHLY BOARD REPORT
FY2014 (July 1, 2013 to June 30, 2014)
NCRTD Revenue by Sources
As of April 23, 2014



	2012 Actual	2013 Budget	2013 Actual	2014 Budget	2014 Actual	% of Actual vs budget
Gross Receipt	\$ 7,183,334	\$ 7,013,800	\$ 6,872,026	\$ 6,757,529	\$ 4,642,157	68.7%
Fed Grant	\$ 2,397,970	\$ 1,917,879	\$ 1,727,932	\$ 2,368,429	\$ 1,202,245	50.8%
Local Match	\$ 600,000	\$ 500,000	\$ 500,000	\$ 450,000	\$ 450,000	100.0%
Cash Bal Budgeted	\$ -	\$ 333,000	\$ -	\$ -	\$ -	0.0%
Misc Rev	\$ 56,140	\$ -	\$ 65,710	\$ 60,500	\$ 32,082	53.0%
TOTAL	\$ 10,237,444	\$ 9,764,679	\$ 9,165,669	\$ 9,636,458	\$ 6,326,485	65.7%

Budget to Actual FY2014
(\$ thousands)

MONTHLY BOARD REPORT
FY2014 (July 1, 2013 to June 30, 2014)
Gross Receipts Revenue Thru April 23, 2014



Budget to Actual FY2013
(\$ thousands)

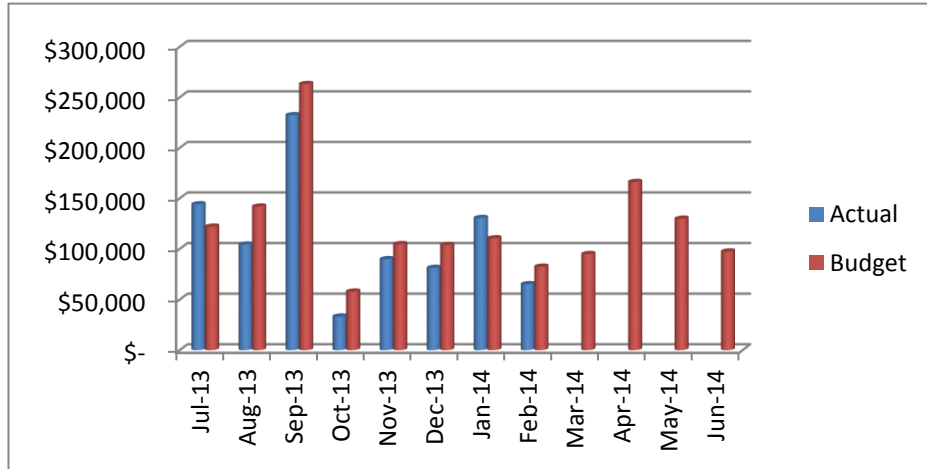
	Budget	Actual	Actual Revenue % of Monthly Budget
July	\$ 583,796	\$ 631,877	108%
August	\$ 610,664	\$ 628,640	103%
September	\$ 718,470	\$ 716,096	100%
October	\$ 492,080	\$ 513,320	104%
November	\$ 511,261	\$ 518,926	101%
December	\$ 619,551	\$ 606,606	98%
January	\$ 494,792	\$ 528,397	107%
February	\$ 454,335	\$ 498,296	110%
March	\$ 529,932	\$ -	0%
April	\$ 563,055	\$ -	0%
May	\$ 555,133	\$ -	0%
June	\$ 587,696	\$ -	0%
Total	\$ 6,720,765	\$ 4,642,157	69%

Prior Year vs. Current Year
(\$ thousands)

	Prior Year FY2013	Current Year FY2014	Inc/Dec from Prior Year to Current Year
July	\$ 590,848	\$ 631,877	\$ 41,029
August	\$ 645,616	\$ 628,640	\$ (16,976)
September	\$ 717,978	\$ 716,096	\$ (1,882)
October	\$ 390,333	\$ 513,320	\$ 122,986
November	\$ 520,527	\$ 518,926	\$ (1,601)
December	\$ 614,240	\$ 606,606	\$ (7,634)
January	\$ 537,863	\$ 528,397	\$ (9,467)
February	\$ 504,470	\$ 498,296	\$ (6,173)
March	\$ 561,238	\$ -	\$ (561,238)
April	\$ 648,134	\$ -	\$ (648,134)
May	\$ 561,422	\$ -	\$ (561,422)
June	\$ 579,356	\$ -	\$ (579,356)
Total	\$ 6,872,026	\$ 4,642,157	\$ (2,229,869)

MONTHLY BOARD REPORT
FY2014 (July 1, 2013 to June 30, 2014)
Gross Receipts Revenue By County

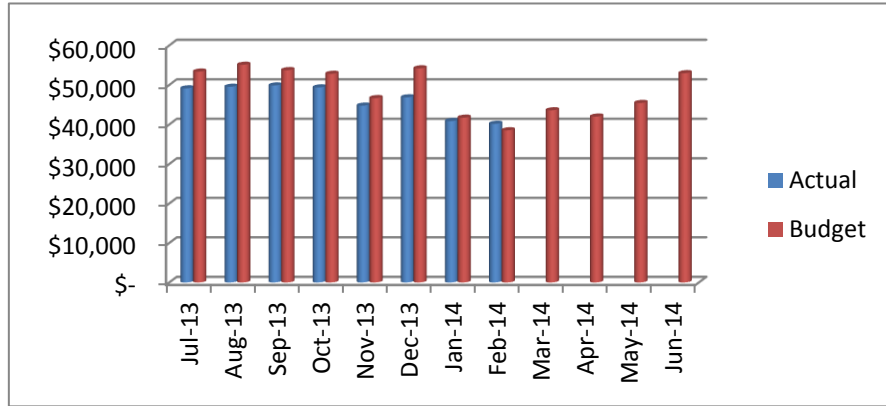
LOS ALAMOS COUNTY



Date Received		Actual	Budget	of Monthly Budget
9/24/2013	Jul-13	\$ 144,054	\$ 121,957	118%
10/24/2013	Aug-13	\$ 104,260	\$ 141,783	74%
11/22/2013	Sep-13	\$ 232,251	\$ 263,082	88%
12/20/2013	Oct-13	\$ 33,137	\$ 57,814	57%
1/24/2014	Nov-13	\$ 89,812	\$ 104,716	86%
2/24/2014	Dec-13	\$ 81,243	\$ 103,819	78%
3/27/2014	Jan-14	\$ 130,526	\$ 110,459	118%
4/23/2014	Feb-14	\$ 65,134	\$ 82,381	79%
	Mar-14		\$ 94,894	0%
	Apr-14		\$ 166,154	0%
	May-14		\$ 129,801	0%
	Jun-14		\$ 97,405	0%
YTD Total		\$ 880,418	\$ 1,474,265	60%

MONTHLY BOARD REPORT
FY2014 (July 1, 2013 to June 30, 2014)
Gross Receipts Revenue By County

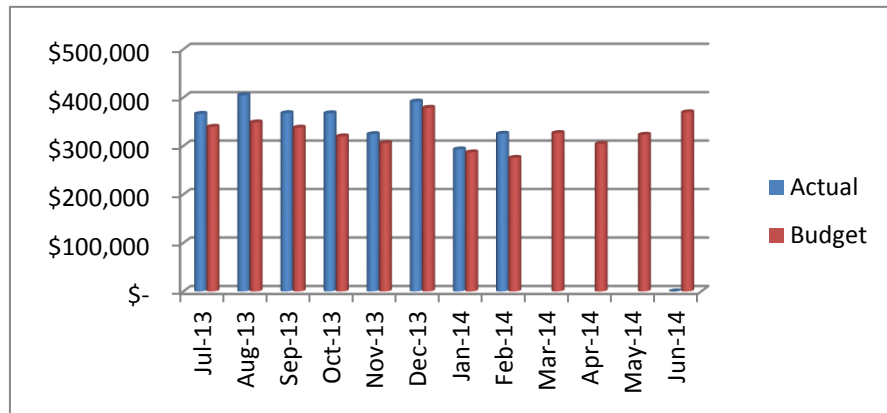
RIO ARRIBA COUNTY



Date Received	Actual	Budget	Actual Revenue % of Monthly Budget
10/9/2013 Jul-13	\$ 49,128	\$ 53,368	92%
11/8/2013 Aug-13	\$ 49,535	\$ 55,096	90%
12/24/2013 Sep-13	\$ 49,857	\$ 53,733	93%
1/10/2014 Oct-13	\$ 49,364	\$ 52,811	93%
2/12/2014 Nov-13	\$ 44,753	\$ 46,655	96%
3/31/2014 Dec-13	\$ 46,846	\$ 54,188	86%
TBD Jan-14	\$ 40,853	\$ 41,700	98%
TBD Feb-14	\$ 40,153	\$ 38,509	104%
Mar-14		\$ 43,572	0%
Apr-14		\$ 41,983	0%
May-14		\$ 45,426	0%
Jun-14		\$ 52,959	0%
YTD Total	\$ 370,489	\$ 580,000	64%

MONTHLY BOARD REPORT
FY2014 (July 1, 2013 to June 30, 2014)
Gross Receipts Revenue By County

SANTA FE COUNTY

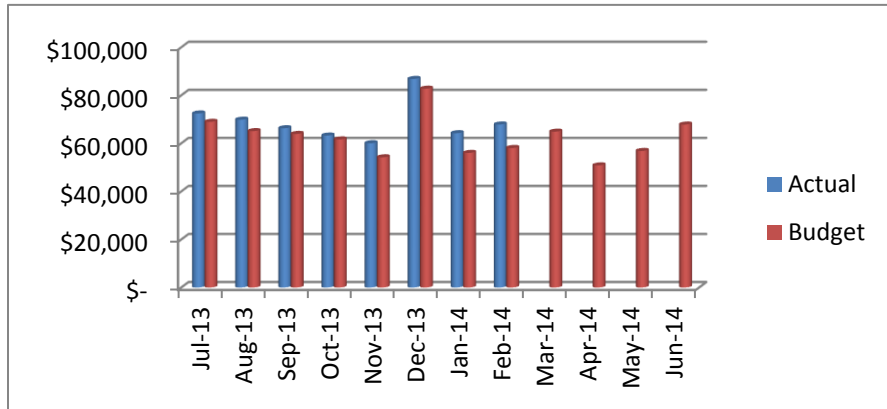


Date Received	Actual	Budget	Actual Revenue % of Monthly Budget
9/20/2013	Jul-13 \$ 366,256	\$ 339,502	108%
10/22/2013	Aug-13 \$ 404,993	\$ 348,693	116%
11/21/2013	Sep-13 \$ 367,698	\$ 337,730	109%
12/21/2013	Oct-13 \$ 367,580	\$ 319,815	115%
1/21/2014	Nov-13 \$ 324,305	\$ 305,700	106%
2/27/2014	Dec-13 \$ 391,697	\$ 378,796	103%
3/21/2014	Jan-14 \$ 292,787	\$ 286,609	102%
4/23/2014	Feb-14 \$ 325,160	\$ 275,381	118%
	Mar-14	\$ 326,600	0%
	Apr-14	\$ 304,095	0%
	May-14	\$ 323,070	0%
	Jun-14 \$ -	\$ 369,509	0%
YTD Total	\$ 2,840,476	\$ 3,915,500	73%

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

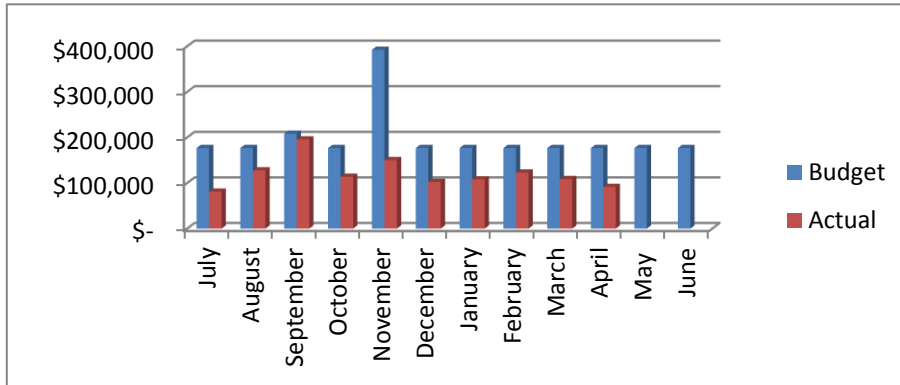
MONTHLY BOARD REPORT
FY2014 (July 1, 2013 to June 30, 2014)
Gross Receipts Revenue By County

TAOS COUNTY



Date Received		Actual	Budget	of Monthly Budget
9/26/2013	Jul-13	\$ 72,438	\$ 68,969	105%
10/24/2013	Aug-13	\$ 69,852	\$ 65,092	107%
11/27/2013	Sep-13	\$ 66,290	\$ 63,925	104%
12/20/2013	Oct-13	\$ 63,238	\$ 61,640	103%
1/21/2014	Nov-13	\$ 60,056	\$ 54,190	111%
2/19/2014	Dec-13	\$ 86,820	\$ 82,748	105%
3/24/2014	Jan-14	\$ 64,231	\$ 56,024	115%
TBD	Feb-14	\$ 67,849	\$ 58,064	117%
	Mar-14		\$ 64,866	0%
	Apr-14		\$ 50,823	0%
	May-14		\$ 56,836	0%
	Jun-14		\$ 67,823	0%
	YTD Total	\$ 550,774	\$ 751,000	73%

MONTHLY BOARD REPORT
FY2014 (July 1, 2013 to June 30, 2014)
Grant Revenue



Budget to Actual FY2014
(\$ thousands)

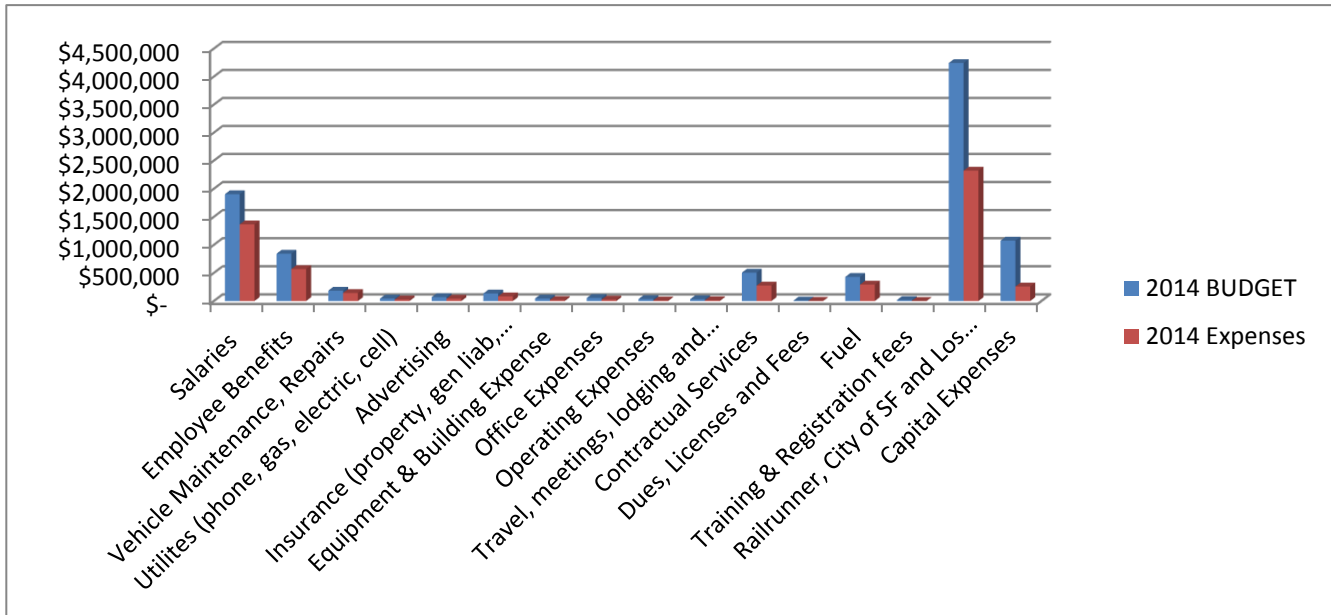
	Budget	Actual	Actual Revenue % of Monthly Budget
July	\$ 176,767	\$ 81,096	46%
August	\$ 176,767	\$ 127,744	72%
September	\$ 208,261	\$ 195,614	94%
October	\$ 176,767	\$ 113,855	64%
November	\$ 392,503	\$ 150,353	38%
December	\$ 176,767	\$ 102,402	58%
January	\$ 176,767	\$ 107,988	61%
February	\$ 176,767	\$ 123,056	70%
March	\$ 176,767	\$ 108,684	61%
April	\$ 176,767	\$ 91,455	52%
May	\$ 176,767		0%
June	\$ 176,767		0%
Total	\$ 2,368,429	\$ 1,202,245	51%

Prior Year vs. Current Year
(\$ thousands)

	Prior Year FY2013	Current Year FY2014	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	\$ -	\$ (237,820)
June	\$ 254,362	\$ -	\$ (254,362)
Total	\$ 1,859,857	\$ 1,202,245	

MONTHLY BOARD REPORT
FY2014 (July 1, 2013 to June 30, 2014)
NCRTD Expenses by Type

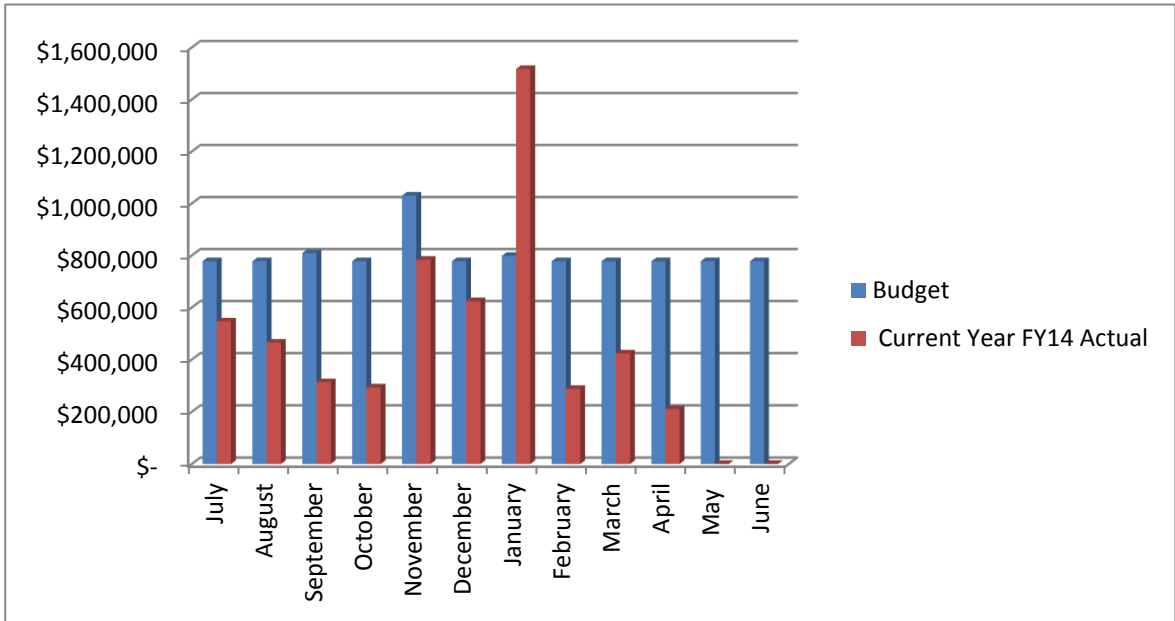
As of April 23, 2014
 Year to Date Budget Variance 83%



Comparative Expenses by Type

	2014 BUDGET	2014 Expenses	YTD Budget Variance 83%
	\$	\$	
Salaries	\$ 1,902,117	\$ 1,364,634	71.7%
Employee Benefits	\$ 843,665	\$ 569,519	67.5%
Vehicle Maintenance, Repairs	\$ 184,920	\$ 143,687	77.7%
Utilities (phone, gas, electric, cell)	\$ 44,298	\$ 27,239	61.5%
Advertising	\$ 70,440	\$ 42,328	60.1%
Insurance (property, gen liab, vehicle, civil rights)	\$ 135,000	\$ 84,221	62.4%
Equipment & Building Expense	\$ 46,036	\$ 19,020	41.3%
Office Expenses	\$ 56,470	\$ 26,567	47.0%
Operating Expenses	\$ 35,700	\$ 10,928	30.6%
Travel, meetings, lodging and per diem	\$ 34,712	\$ 14,439	41.6%
Contractual Services	\$ 506,233	\$ 276,735	54.7%
Dues, Licenses and Fees	\$ 9,486	\$ 4,752	50.1%
Fuel	\$ 430,000	\$ 293,143	68.2%
Training & Registration fees	\$ 18,513	\$ 2,977	16.1%
Railrunner, City of SF and Los Alamos	\$ 4,242,874	\$ 2,322,354	54.7%
Capital Expenses	\$ 1,075,994	\$ 259,333	24.1%
TOTAL	\$ 9,636,458	\$ 5,461,875	56.7%

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



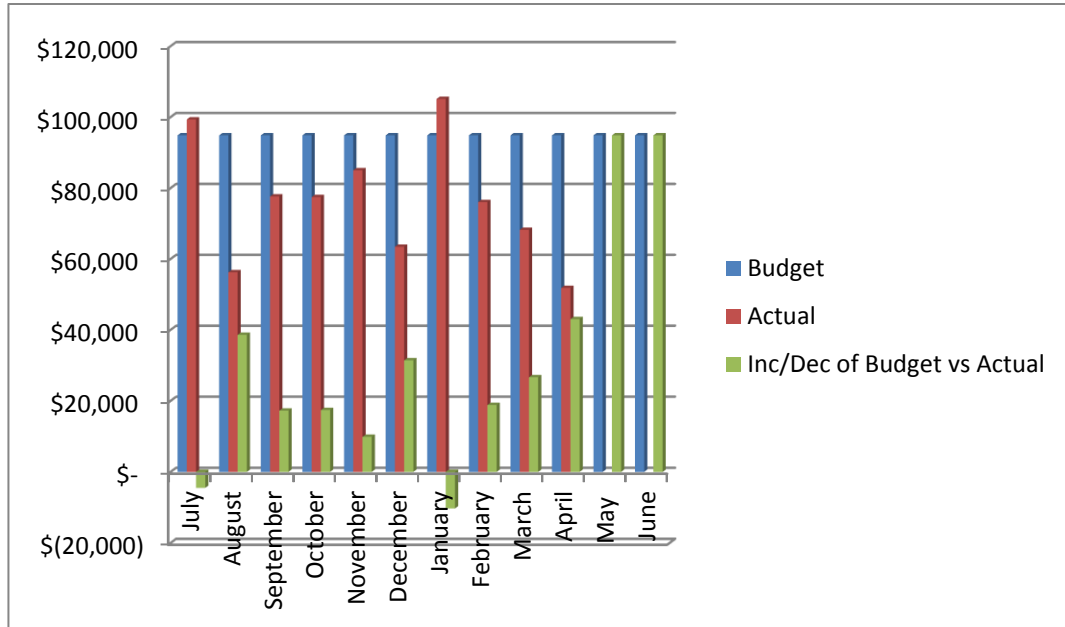
Budget to Actual FY2014
Expenses (\$ thousands)

	Prior Year FY13 Actual	Budget	Current Year FY14 Actual	Inc/Dec of Budget vs Actual
July	\$ 311,578	\$ 777,664	\$ 546,007	\$ 231,656
August	\$ 250,791	\$ 777,664	\$ 464,828	\$ 312,835
September	\$ 683,194	\$ 809,158	\$ 313,124	\$ 496,034
October	\$ 326,905	\$ 777,664	\$ 292,927	\$ 484,737
November	\$ 936,614	\$ 1,030,164	\$ 783,237	\$ 246,927
December	\$ 414,507	\$ 777,664	\$ 624,110	\$ 153,554
January	\$ 381,446	\$ 798,164	\$ 1,517,086	\$ (718,922)
February	\$ 446,430	\$ 777,664	\$ 287,411	\$ 490,252
March	\$ 528,488	\$ 777,664	\$ 423,076	\$ 354,588
April	\$ 859,345	\$ 777,664	\$ 210,070	\$ 567,594
May	\$ 1,534,149	\$ 777,664	\$ -	\$ 777,664
June	\$ 292,818	\$ 777,664	\$ -	\$ 777,664
Total	\$ 6,966,265	\$ 9,636,458	\$ 5,461,875	\$ 4,174,583

57%

MONTHLY BOARD REPORT
FY2014 (July 1, 2013 to June 30, 2014)
Administration Expense Summary

Year to Date Budget Variance 83%

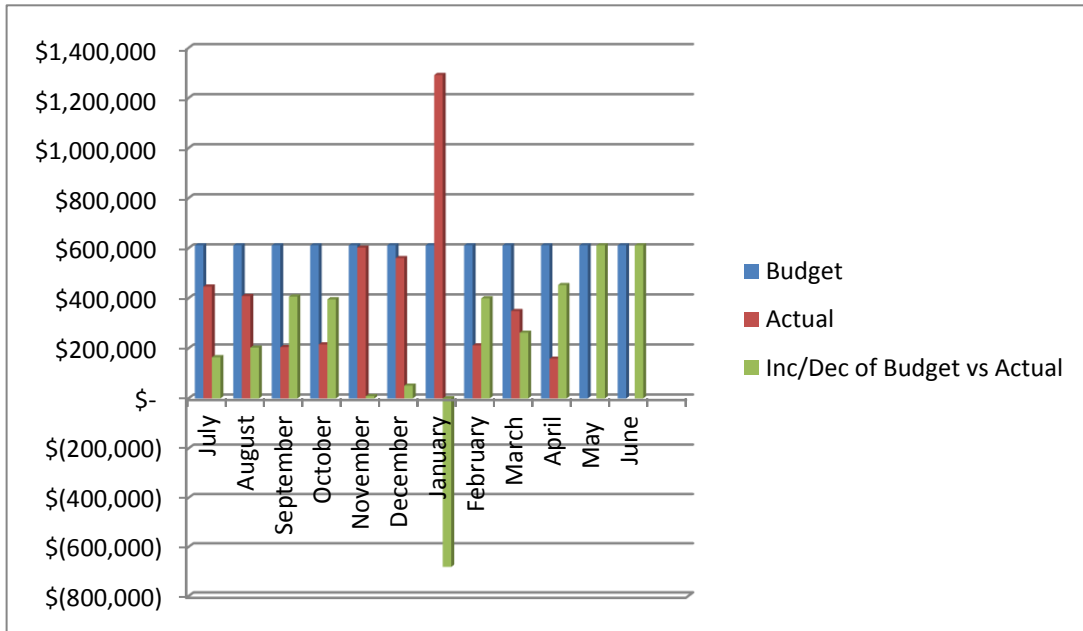


Budget to Actual FY2014
(\$ thousands)

	Budget	Actual	Inc/Dec of Budget vs Actual	YTD Budget Variance 83%
July	\$ 94,856	\$ 99,342	\$ (4,486)	104.7%
August	\$ 94,856	\$ 56,248	\$ 38,608	59.3%
September	\$ 94,856	\$ 77,618	\$ 17,238	81.8%
October	\$ 94,856	\$ 77,447	\$ 17,410	81.6%
November	\$ 94,856	\$ 84,993	\$ 9,863	89.6%
December	\$ 94,856	\$ 63,440	\$ 31,417	66.9%
January	\$ 94,856	\$ 105,133	\$ (10,276)	110.8%
February	\$ 94,856	\$ 76,028	\$ 18,829	80.2%
March	\$ 94,856	\$ 68,221	\$ 26,635	71.9%
April	\$ 94,856	\$ 51,831	\$ 43,026	54.6%
May	\$ 94,856		\$ 94,856	0.0%
June	\$ 94,856		\$ 94,856	0.0%
Total	\$ 1,138,276	\$ 760,300		66.8%

MONTHLY BOARD REPORT
FY2014 (July 1, 2013 to June 30, 2014)
Operating Expense Summary

Year to Date Budget Variance 83%

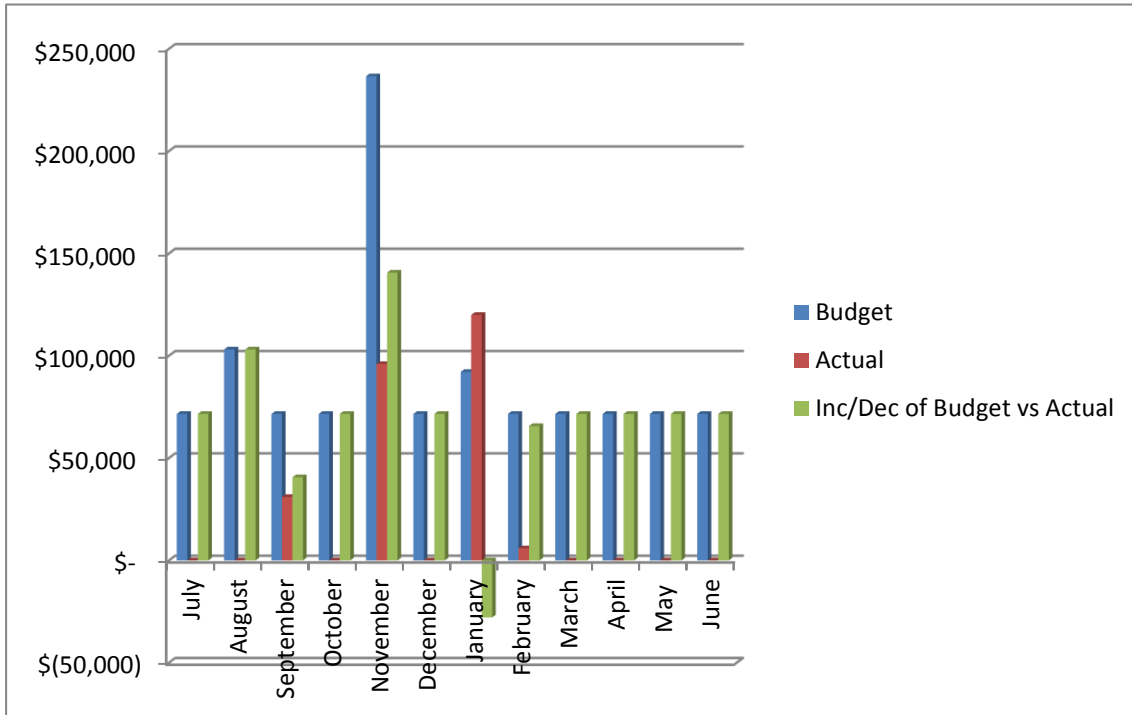


Budget to Actual FY2014
(\$ thousands)

	Budget	Actual	Inc/Dec of Budget vs Actual	YTD Budget Variance 83%
July	\$ 611,224	\$ 446,665	\$ 164,559	73.1%
August	\$ 611,224	\$ 408,580	\$ 202,644	66.8%
September	\$ 611,224	\$ 204,531	\$ 406,693	33.5%
October	\$ 611,224	\$ 215,480	\$ 395,744	35.3%
November	\$ 611,224	\$ 602,294	\$ 8,930	98.5%
December	\$ 611,224	\$ 560,488	\$ 50,737	91.7%
January	\$ 611,224	\$ 1,292,016	\$ (680,792)	211.4%
February	\$ 611,224	\$ 211,384	\$ 399,840	34.6%
March	\$ 611,224	\$ 348,939	\$ 262,285	57.1%
April	\$ 611,224	\$ 158,422	\$ 452,802	25.9%
May	\$ 611,224		\$ 611,224	0.0%
June	\$ 611,224		611,224.00	0.0%
Total	\$ 7,334,688	\$ 4,448,799		60.7%

MONTHLY BOARD REPORT
FY2014 (July 1, 2013 to June 30, 2014)
Capital Expense Summary

Year to Date Budget Variance 83%



Budget to Actual FY2014
(\$ thousands)

	Budget	Actual	Inc/Dec of Budget vs Actual	YTD Budget Variance 83%
July	\$ 71,583	\$ -	\$ 71,583	0%
August	\$ 103,077	\$ -	\$ 103,077	0%
September	\$ 71,583	\$ 30,974	\$ 40,609	43%
October	\$ 71,583	\$ -	\$ 71,583	0%
November	\$ 236,583	\$ 95,949	\$ 140,634	41%
December	\$ 71,583	\$ -	\$ 71,583	0%
January	\$ 92,083	\$ 119,937	\$ (27,853)	130%
February	\$ 71,583	\$ 5,916	\$ 65,667	8%
March	\$ 71,583	\$ -	\$ 71,583	0%
April	\$ 71,583	\$ -	\$ 71,583	0%
May	\$ 71,583	\$ -	\$ 71,583	0%
June	\$ 71,583	\$ -	\$ 71,583	0%
Total	\$ 1,075,994	\$ 252,776		23.5%

EXECUTIVE REPORT



April 2014

EXECUTIVE

- Presented RTD report to Edgewood Town Council on April 2, 2014
- Submitted membership letter and process to Town of Taos.
- Spoke at the Annual NMTA Conference.
- Attended Annual NMTA Conference.
- Re-elected to the Board of Directors for NMTA.
- Meet with LFC Staff regarding Program Report.
- Participated in two day session on Coaching for Service Excellence.
- Out of office for 5 days to recuperate from medical procedure.
- Commenced budget development and meetings with staff to review draft budgets.
- Met with Tesuque and Nambé Governors and Staff regarding Ski Santa Fe service request.
- Commenced FY 15 budget development and submittals.
- Meet with Information Technology Services Company to discuss quarterly operations.
- Prepared letter and scope for additional 5304 funding request for Long Range Service Plan.

- Attended National Public Employers Labor Relations Association Annual Conference in Scottsdale, AZ.
- 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

- Worked with APTA to provide Worked with finance department to complete a draft marketing budget for FY2015 and presentation to the Board Finance Subcommittee.
 - Attended the Edgewood Town Council meeting on April 2 at which NCRTD Executive Director presented.
 - Participated in a two-day Coaching Service Excellence program.
 - Submitted copy for the Passenger Transport magazine special issue to be distributed at the APTA Bus Convention regarding an innovative initiative program of the past year.
 - Met with KZRM ad sales representative, Jesus Perez, to discuss FY15 radio buy program.
-

- Met with Los Alamos Monitor ad sales rep, Jan Montoya, to discuss special issues.
- Contracted with the Santa Fe New Mexican and Rio Grande Sun for an ad to run in their summer special issues.
- Wrote and disseminated rider alerts on the addition of the San Cristobal stop, the buses added to the Chimayo route for Good Friday and the temporary relocation of the Taos ACT Building stop due to construction.
- Wrote and disseminated press release on the Chimayo Good Friday buses that was picked up in the Santa Fe New Mexican and Rio Grande Sun.
- A story appeared in the Rio Grande Sun providing a recap of the April Board meeting.
- A story appeared in the Santa Fe New Mexican regarding the Legislative Finance Committee report on the RTD which was followed up by an editorial regarding same.
- A press release was written and disseminated regarding the Board Officer's election and was picked up in the Los Alamos Monitor, Rio Grande Sun and the Taos News.
- Went to San Cristobal to post rider alerts and schedules in the local post office and community store.
- Met with employee recognition committee.
- A radio advertising campaign with Hutton Broadcasting continued through April 21 and included 180 30-second spots that were broadcast on KBAC – Radio Free Santa Fe. The six-week program runs from 2/17 through 4/21.
- 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 April excluding Saturdays and Sundays.
- KSWV 810-AM in Santa Fe, :30 sec spot ran 20 times in April as well as 30 :20 sec promos announcing RTD sponsorship of the NM Trivia question of the day during the 7:30 AM ½ hour.
- KTAOS 101.9 FM in Taos, 14 :30 sec radio spots ran each week in April.
- Two ads ran in April in the Rio Grande Sun, Los Alamos Monitor and the Taos News.
- Two ads ran in the Santa Fe New Mexican on April 9 and 11.
- Green Fire Times – Did not run in April
- Chama Valley Times ¼ page ad ran in April issue.

SERVICE DEVELOPMENT

- March 2014 5311 Ridership Report
 - Participated in the Employee Recognition Committee
 - Represented the NCRTD at the NPRPO monthly meeting at NNMEDD in Santa Fe
 - AVL/CAD project work including:
 - Adept software machine install coordination
 - Biweekly concalls to discuss progress
 - Ongoing training and teambuilding throughout organization
 - StrataGen/Adept paratransit data entry oversight
-

- Assisted Executive Assistant in travel preparation for Avail site visit to PA in May
- Continued work on requested service to Ski Santa Fe and SFNF, including addressing public feedback regarding need, creating funding scenarios, and following up with stakeholders
- Ongoing communication with FTA regarding FFY13 NTD RU-22 Tribal reports; awaiting FTA final decision as to how to report Tribal funding information; FTA granted fourth report deadline extension to May 15, 2014
- Picuris Pueblo bus stop implementation process ongoing, Operations to complete trial bus run through proposed stop location in May
- Participated in two-day intensive seminar with Bob Mayo regarding customer service and coaching excellence
- Continued research and completion of FFY2014 TIGER grant application for Maintenance Facility, to be submitted on or before April 28, 2014
- Ongoing collaboration with Avail regarding FFY14 TIGER grant application for vehicle APCs, to be submitted by NCRTD on or before April 28, 2014
- Attended NMTA annual conference at Buffalo Thunder; assisted NMDOT with Jeopardy seminar presentation
- Provided input as requested on the draft LFC report, met with fellow Staff to discuss
- Participated in a TIGER benefit/cost analysis webinar
- Involved in concall with City of ABQ regarding data share and technology employed by the City; potential opportunity to collaborate being explored
- Participated in Facility Maintenance Specialist interview(s)
- Met with San Ildefonso representatives to discuss Tribal Transit Program funds, awaiting response form FTA regarding usage parameters; Certs and Assurances also discussed
- Involved in discussion with the Pueblos of Tesuque and Nambe regarding the requested transit service to Santa Fe National Forest and Ski Santa Fe

OPERATIONS

- Attended the NMTA conference at Buffalo Thunder.
 - In conjunction with NMTA, the District hosted a Supervisor Training Workshop by the Southwest Transit Association. 19 attended from across the state and from Kansas. Four were from NCRTD.
 - Presented the amendment of the ADA Policy and resolution to the Board for approval.
 - Continued working with Avail Technologies and NCRTD staff on the Intelligent Transportation Systems implementation process.
 - Worked with management team to finish training in Excellence in Customer Service, the new customer service program for the District.
 - Promoted 2 drivers to the new Driver III (lead driver) positions.
-



Performance Measures

for

Fiscal Year 2014

March 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.

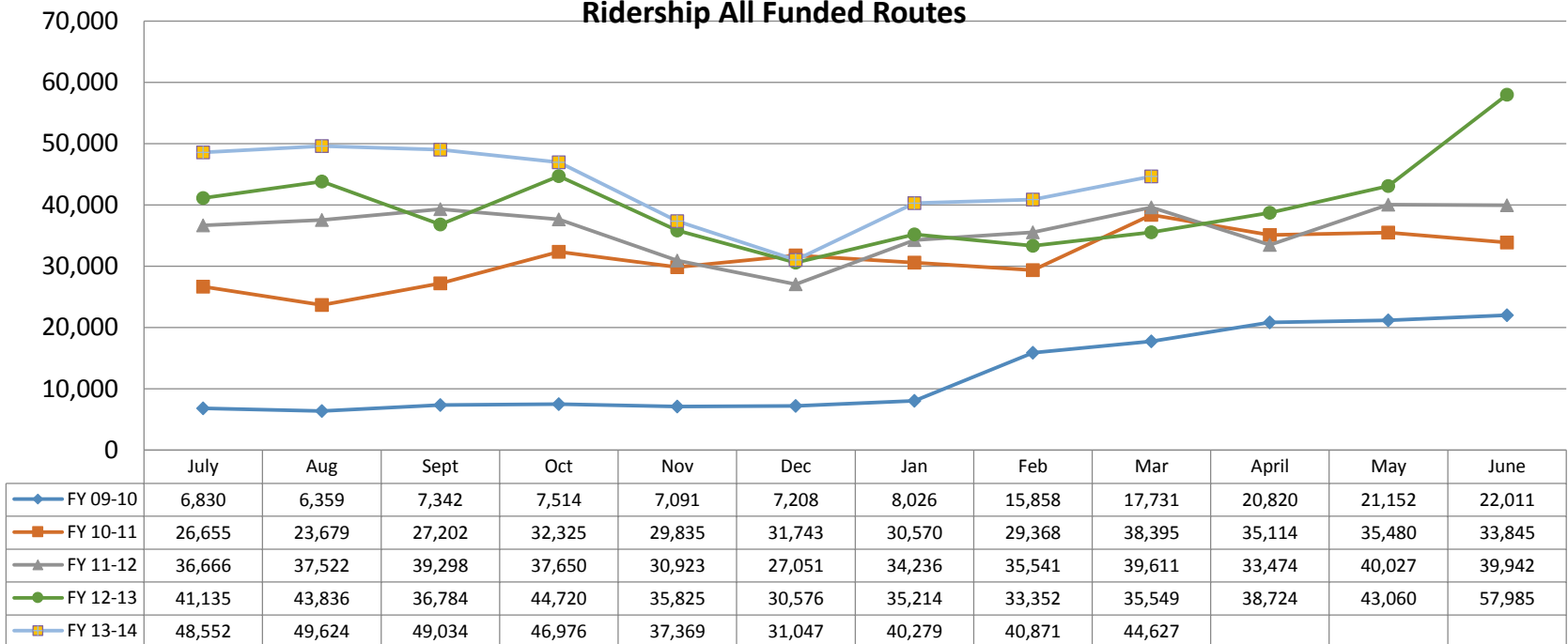


Performance Measure - Administrative:

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



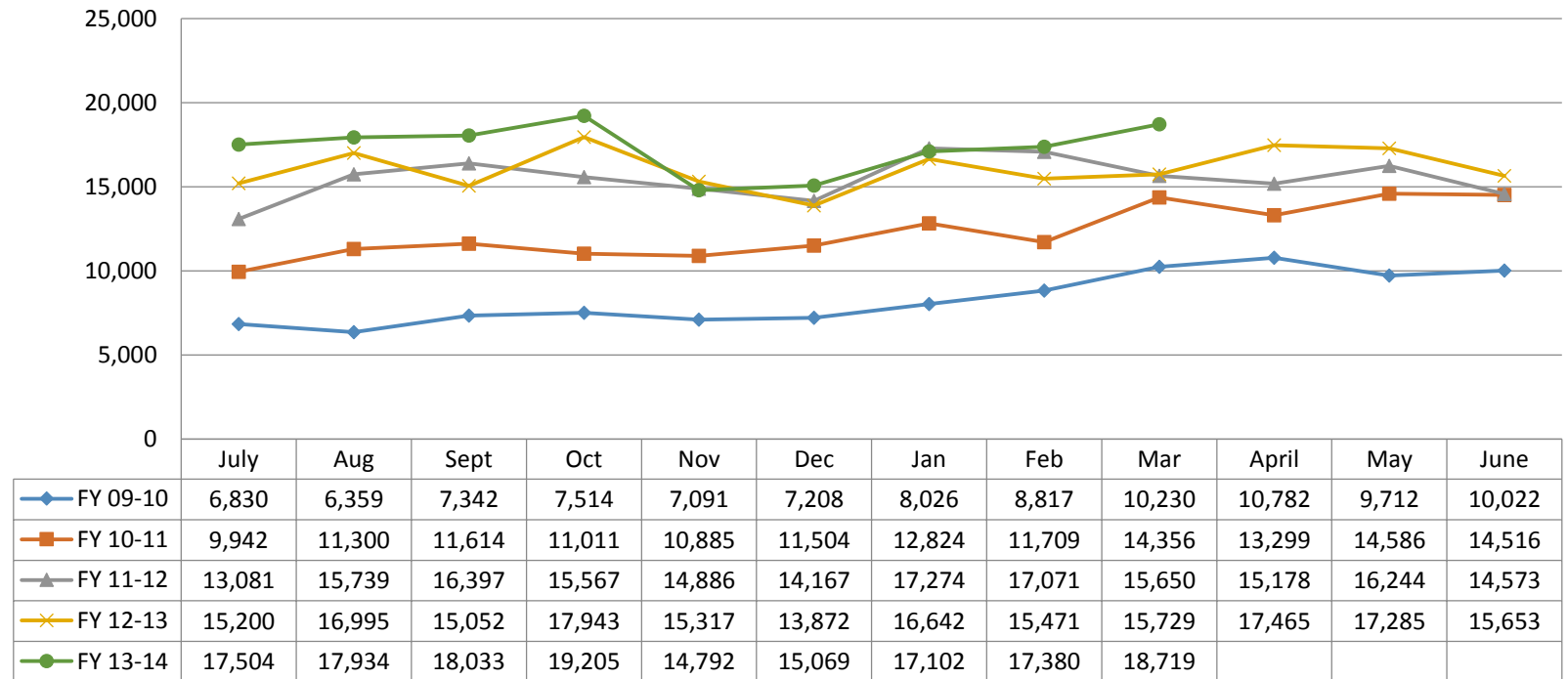


Performance Measure - Administrative:

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. Totalling 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.

Ridership NCRTD Operated Routes



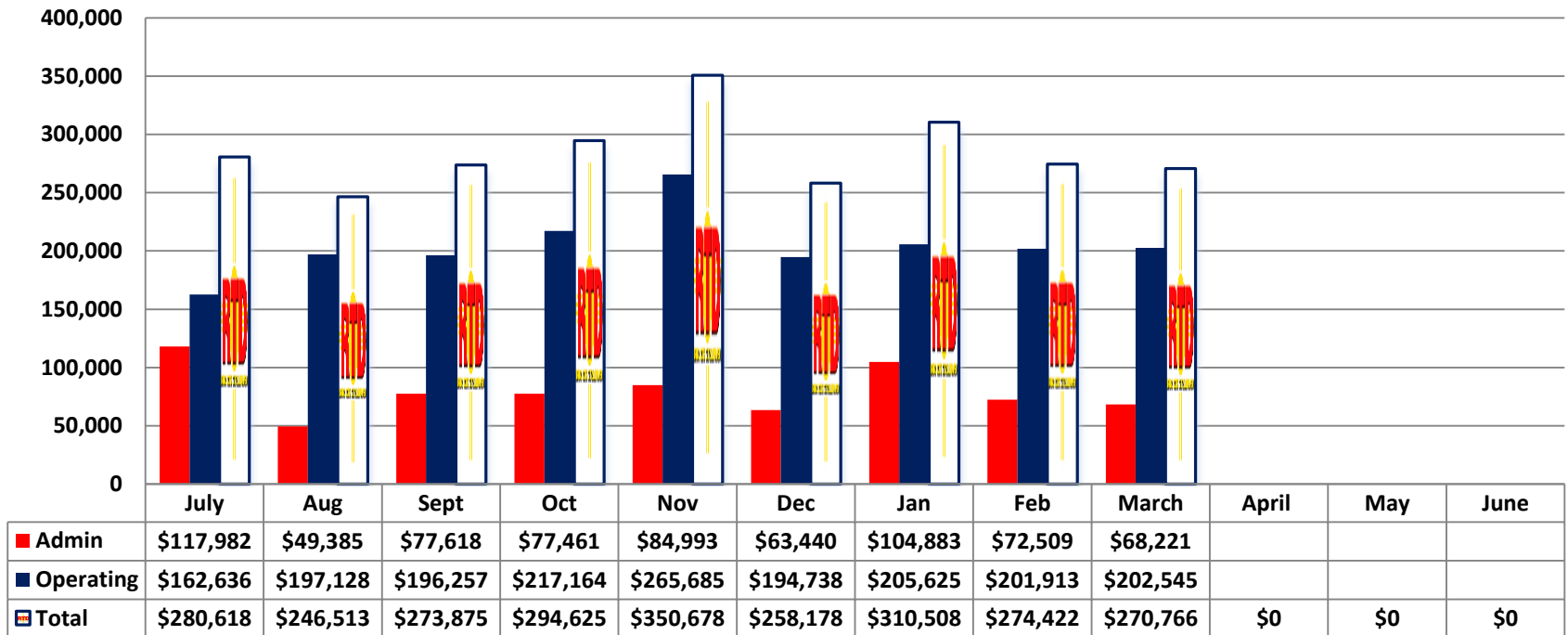


Performance Measure - Administrative:

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



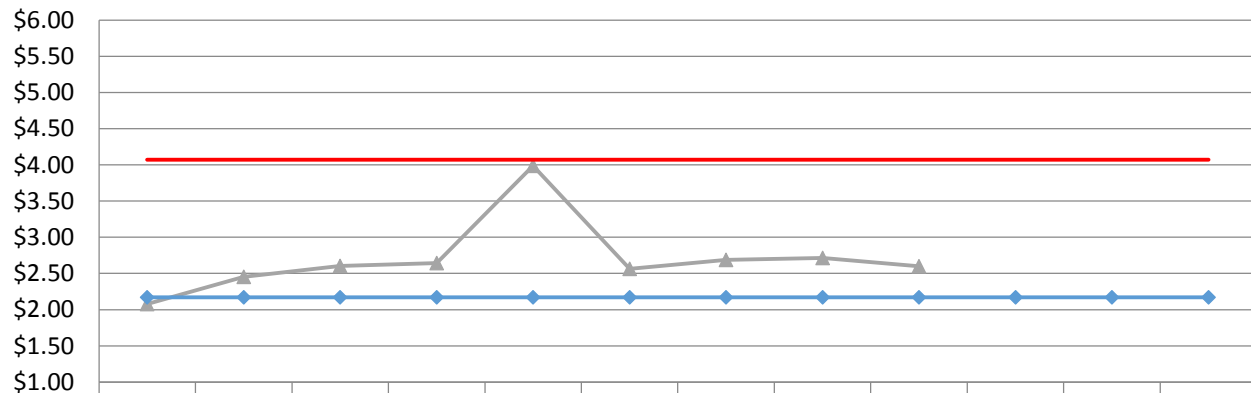


Performance Measure - Administrative:

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



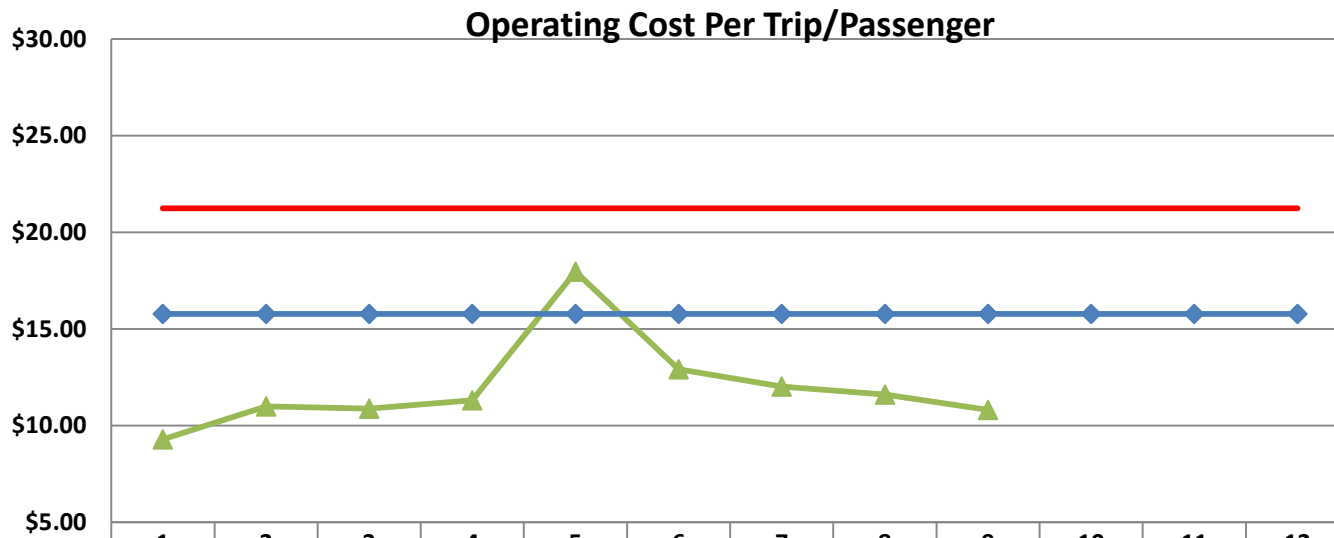
	1	2	3	4	5	6	7	8	9	10	11	12
Monthly Cost per Mile	\$2.08	\$2.45	\$2.60	\$2.64	\$3.99	\$2.56	\$2.69	\$2.71	\$2.60			
Sandoval/Valencia	\$4.07	\$4.07	\$4.07	\$4.07	\$4.07	\$4.07	\$4.07	\$4.07	\$4.07	\$4.07	\$4.07	\$4.07
Region 6 Total Cost Per Mile	\$2.17	\$2.17	\$2.17	\$2.17	\$2.17	\$2.17	\$2.17	\$2.17	\$2.17	\$2.17	\$2.17	\$2.17



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			
— 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

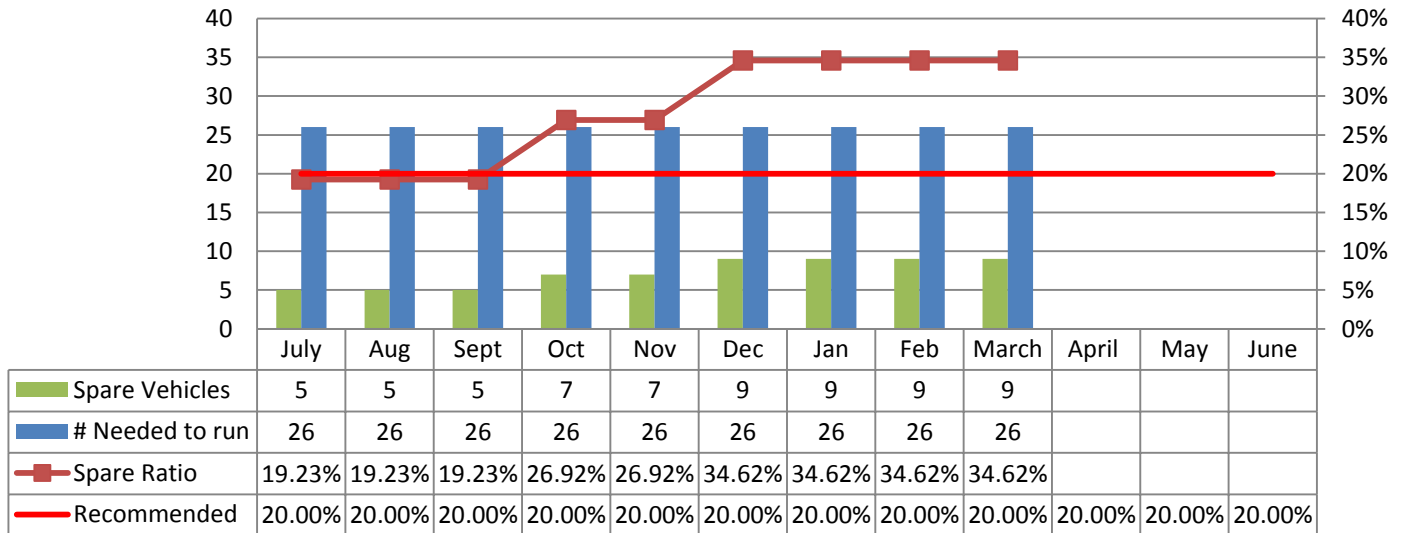


Performance Measure - Fleet:

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



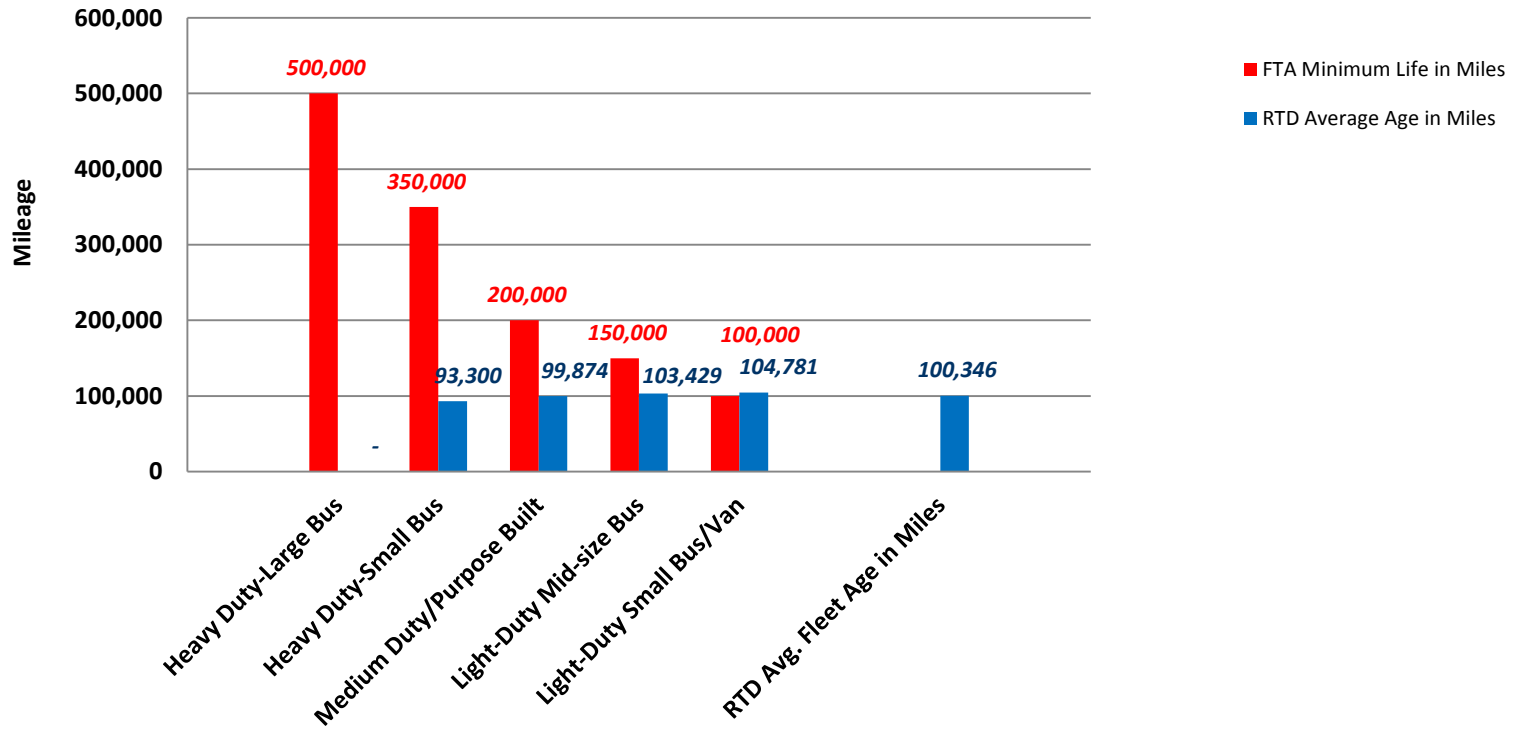


Performance Measure - Fleet:

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



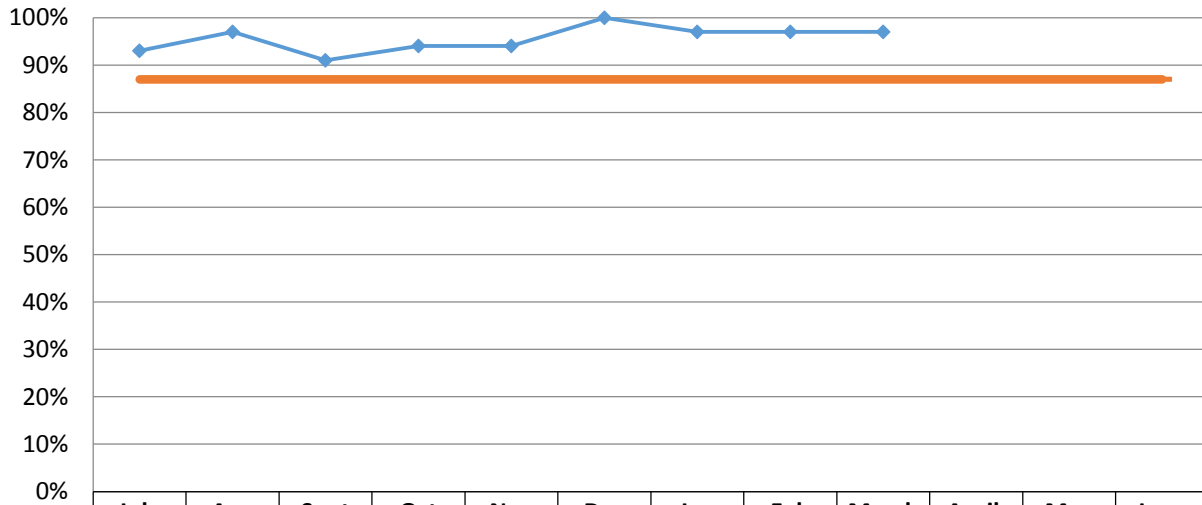


Performance Measure - Fleet:

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 5000 mile intervals for the entire 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			
FTA Recommendation	87	87	87	87	87	87	87	87	87	87	87	87

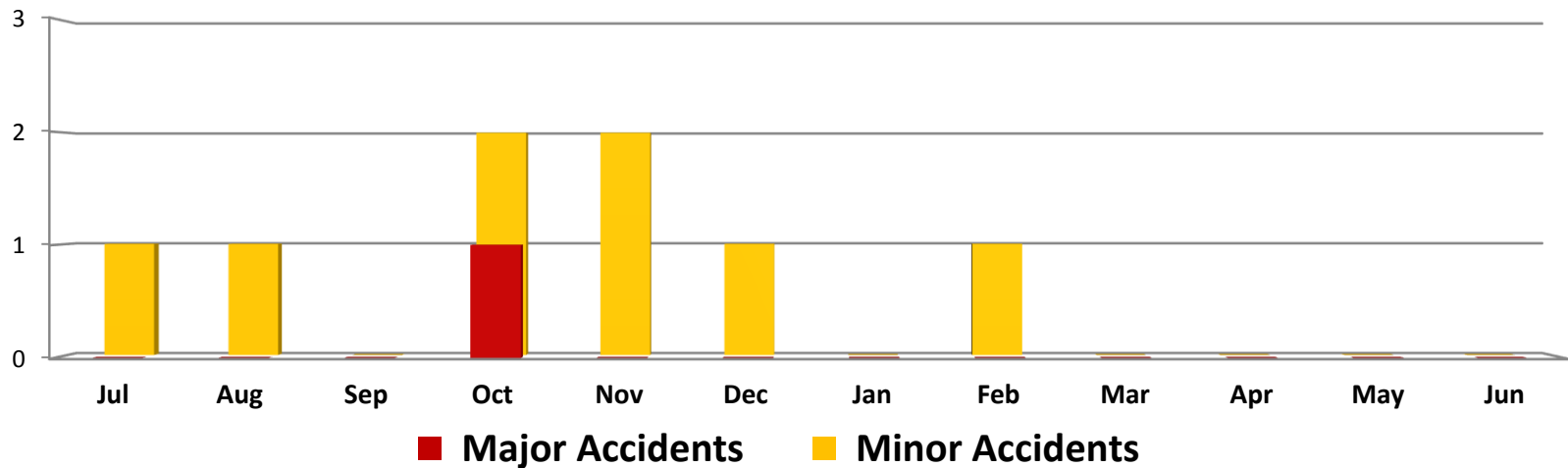


Performance Measure - Fleet:

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 - 129,280

Last Major Accident - October 22, 2013

Miles Driven since last Major Accident - 436,320



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 drivers training needs to be scheduled for particular drivers. Customers also have complained about routes, stops, dispatch, bus cleanliness and other various categories.

1. Rider, Mr. Rivera, complained of person on bus that he had a issue with weeks earlier. He wanted him “86d” off the bus/ Supervisor explained that we dealt with passenger disruptions on a case by case basis and this person was not causing an problems on this day.
2. Mother of young girl called to complain of intoxicated man was speaking to her daughter on the bus and was concerned for her safety. Supervisor understood her concerns and explained this issue was handled immediately by driver and would be watching out for this in the future as well.
3. Person called to complain that an on demand driver was waiting along time for a dialysis patient to be finished. Also when they came out he did not assist the person when they fell down in driveway. / Supervisor met with driver and explained the need to be assistive to clients who may need it and not to block the driveway while waiting longer than 5 minutes.
4. Person called claiming one of our small vans did not stop for a school bus when its stop sign was deployed on Rail Road Avenue/ Driver reported that she did stop for bus at our bus stop when the school bus was present. Supervisor warned driver to be sure not to violate the school bus law- always stop proper distance from school bus when stop sign is deployed.
5. Man complained he was denied service because he had a bum ankle and could not walk right. His speech was very slurred while on the phone with a CSR. / Supervisor spoke with driver who noticed very slurred speech and smell of alcohol and felt he would have been a safety hazard if on the bus thus denying him the ride.
6. A concerned mother complained that a young man had taken her daughter’s cell phone, put it in the crotch of his pants then gave it back to her. / Supervisor spoke with boy’s parent and supported the mother’s claim and warned of banning the young man if it happened again or he continued to bother her.
7. A person called to commend Dan Gavurnik as the Tesuque route driver. The route is running much better!! Thanks Dan!

Performance Measure – Customer Relations: Complaints per Month

FY 13-14 Number of Complaints

	Total	Schedule Issues	Driver Performance	Against other Passengers	Miscellaneous*	Percent VS Ridership
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						
May						
June						
Total	54	6	40	7	1	



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. An intoxicated man on Tesuque route was speaking badly to a young girl on the bus. He was asked to exit the bus at the next stop and was assisted by other passengers to exit.
2. A man with a bicycle got very upset when the Questa bus's bike rack was full at the Questa Chevron stop.
3. A woman and 2 men approached the Riverside bus driver while he was fueling it at the end of shift and demanded a ride. He explained the route had ended for the day.
4. A woman rider reported to the Santa Fe bus driver, as she exited that 2 men had been shooting up on the bus. / Video was viewed with the driver. Although the incident was able to be seen, the men were identified for future refusal of service.
5. At the Ohkay Casino stop an overly intoxicated man was approaching a bus to ride. The driver asked him to sit a while and wait for another bus. The man agreed.
6. Driver of the Santa Fe bus had to brake hard when a vehicle pulled out into traffic in front of her from a gas station. No one injured as a result.
7. The Santa Fe bus driver had to break up an argument between two women in the back of the bus. They kept it up and were exited at the next stop.
8. An student's mother approached the driver as he was letting her daughter off and told him that another young man had taken her cell phone. He put it in the crotch of his pants then gave it back to her. / Supervisor spoke with both parents and supported the mother's claim and warned of banning the young man if it happened again or if he continued to bother her.
9. Two young males and one young female were in the back of the Santa Clara bus doing something suspicious. The driver walked back and they suddenly hid something in their clothing. They were asked to exit the bus and did.
10. A syringe/needle were found in the back of the Tesuque bus.
11. Riverside driver was assisting a woman in the wheel chair when 2 men started fighting another man on the bus. Driver radioed base to call PD.
12. At Park & Ride a driver was assisting with another driver with a wheel chair passenger. 3 men were in a fight on her bus they got off and were fighting. They were told that PD was called and they took off across the street to Cook's.
13. Westside driver refused service to 3 intoxicated men at Park & Ride. They later showed up, seem ok got on and started acting up and were refused service/exited 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	0					
May	0					
June	0					
Total	78	13	12	46	7	

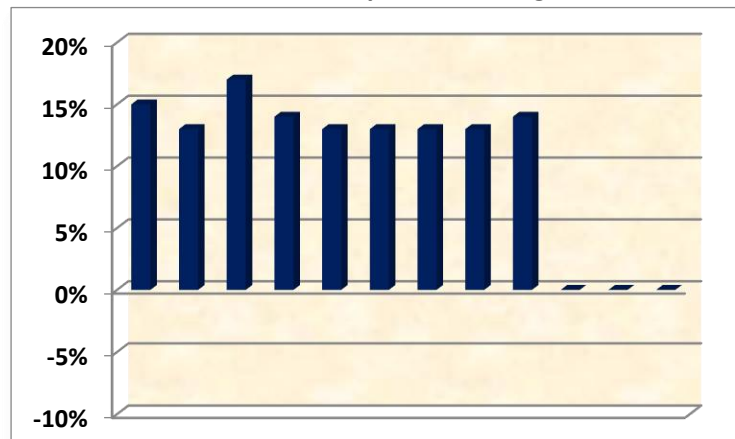
NCRTD Monthly Ridership Summary

March 1, 2014 through March 31, 2014

Calendar Operating Days

	<u>This Year</u>
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	
May-14	
Jun-14	

Total Ridership YTD % Change



Monthly System Totals

Year to Date Totals

	<u>Monthly System Totals</u>				<u>Year to Date Totals</u>			
	This Year	Last Year	Difference	%Change	This Year	Last Year	Difference	%Change
<u>NCRTD Operated</u>	18,719	16,315	2,404	13%	155,738	142,624	13,114	8%
<u>NCRTD Funded</u>	25,908	19,820	6,088	23%	237,906	195,433	42,473	18%
<u>All Systems Funded Total</u>	44,627	36,135	8,492	19%	393,644	338,057	55,587	14%

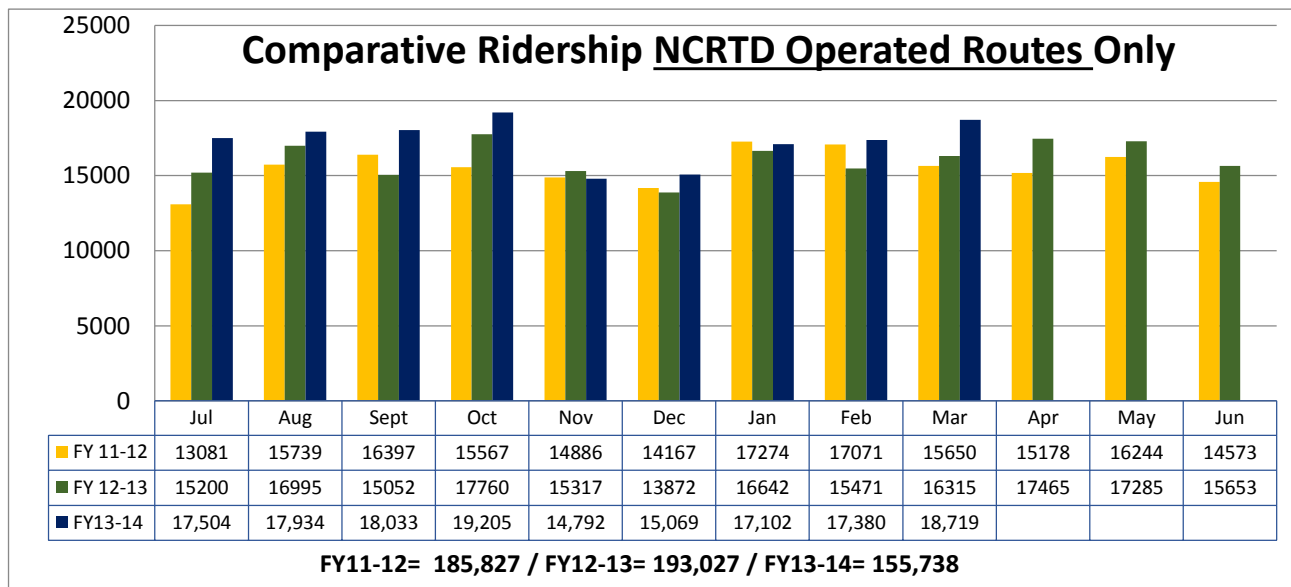
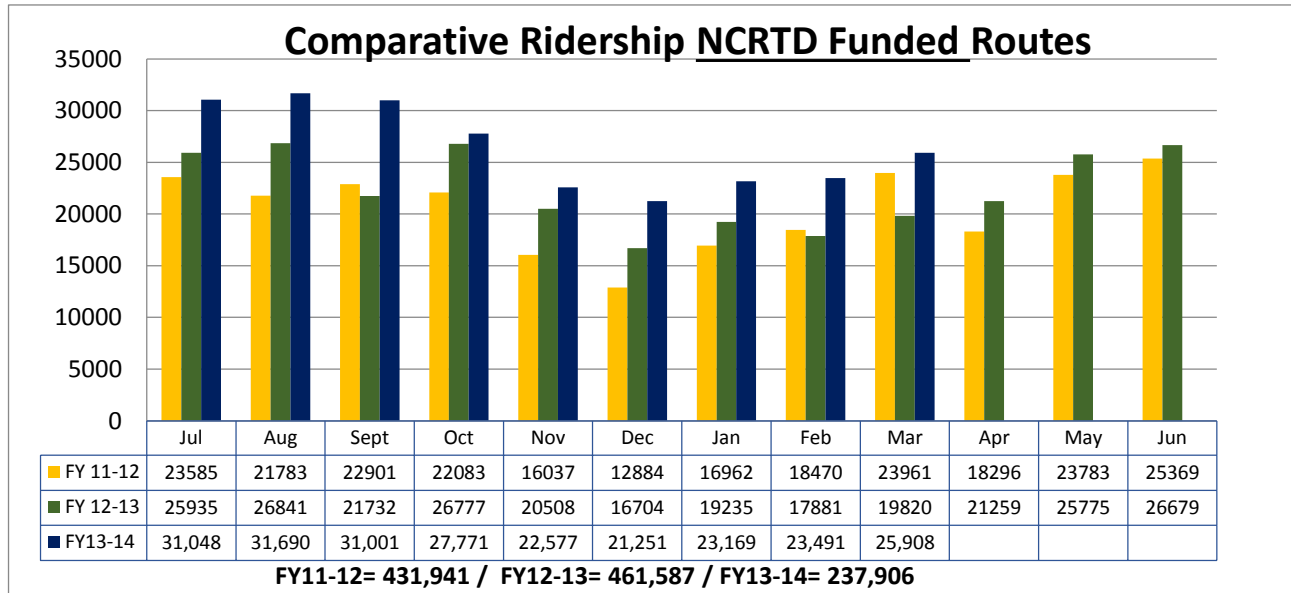
System Daily Averages

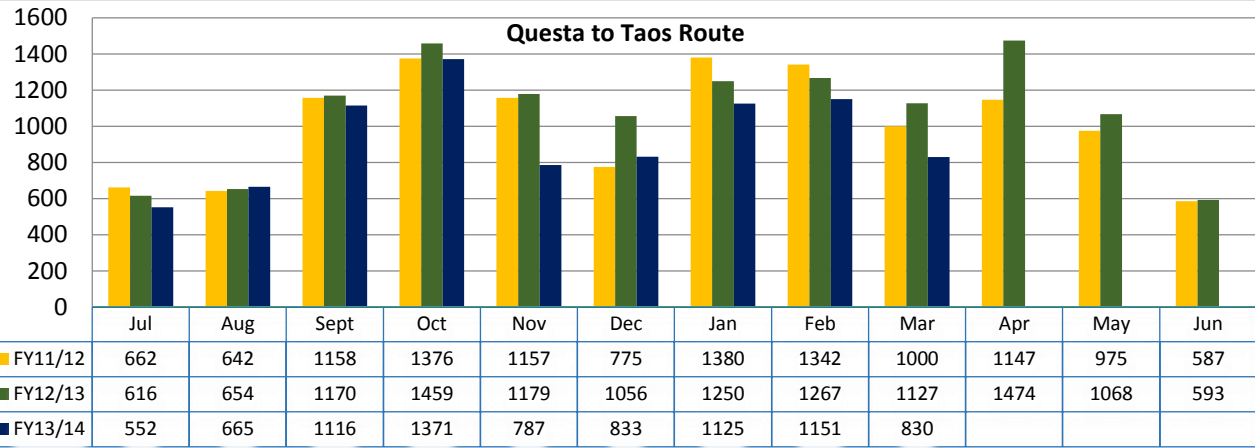
	This Year	Last Year	Difference	% Change
<u>NCRTD Operated</u>	891	777	114	13%
<u>NCRTD Funded</u>	1,234	944	290	24%
<u>Systems Total</u>	2125	1721	404	19%

Total Ridership YTD % Change

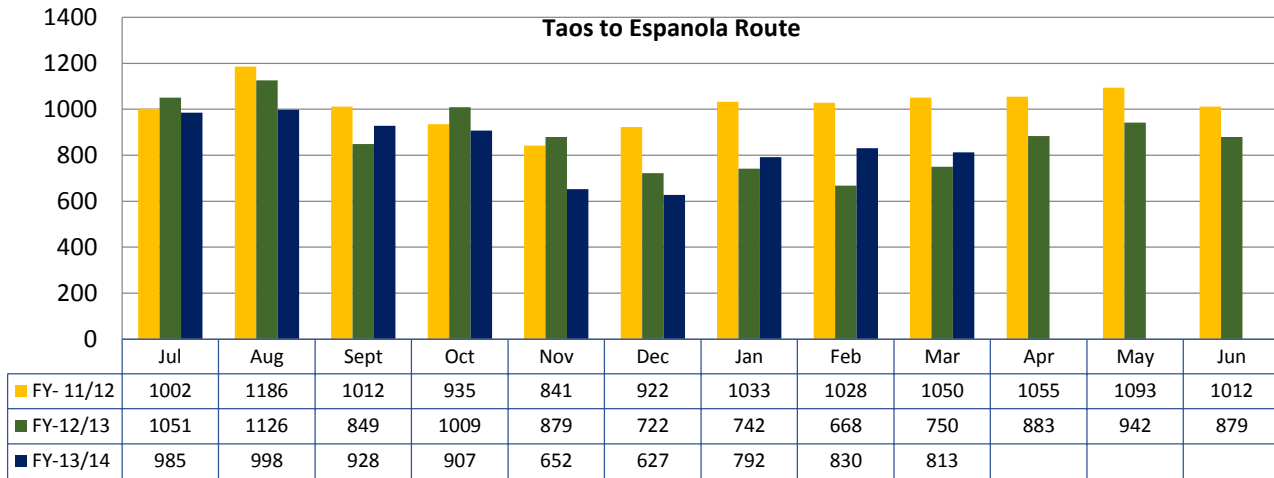
July-13	15%
August-13	13%
September-13	17%
October-13	14%
November-13	13%
December-13	13%
January-14	13%
February-14	13%
March-14	14%

Mar-2014 Ridership Report

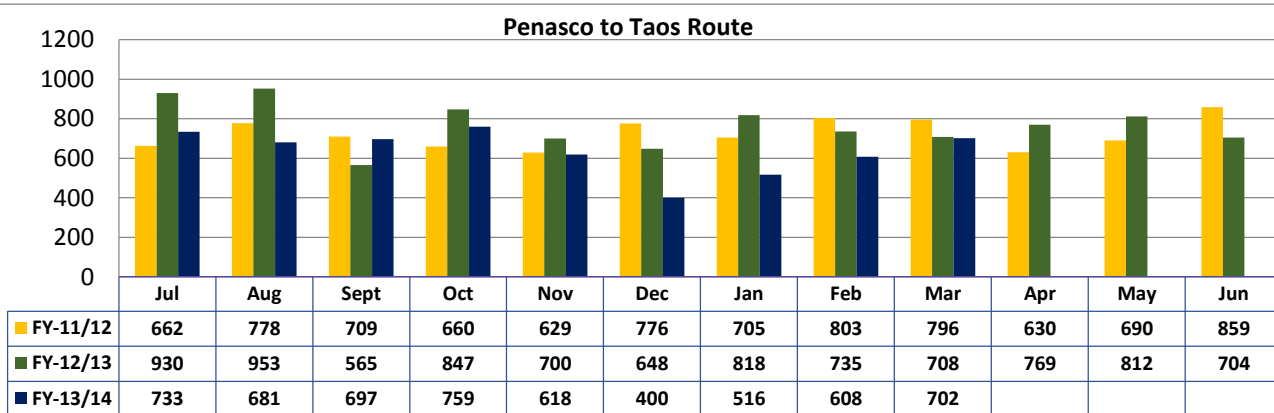




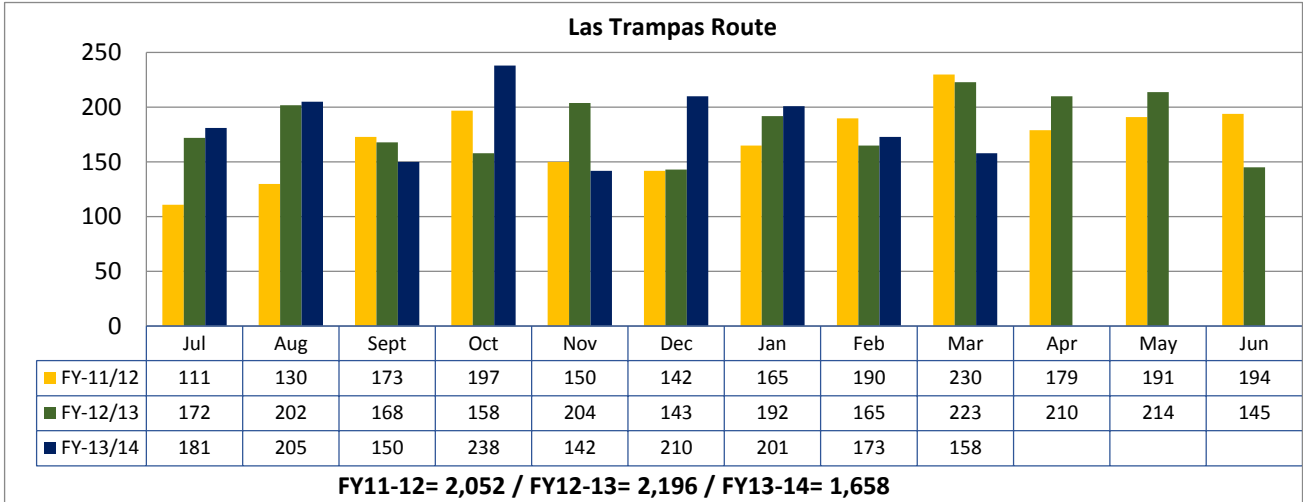
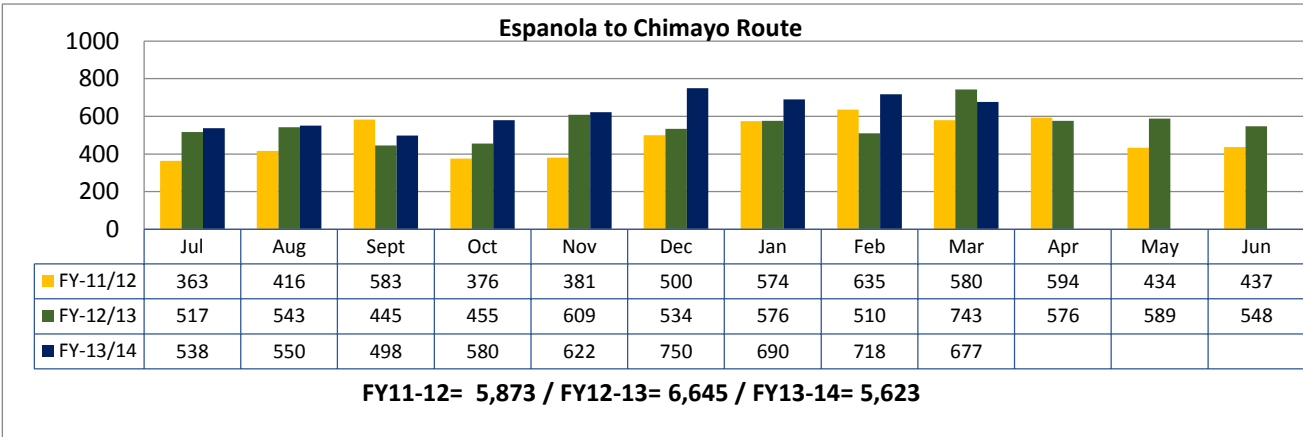
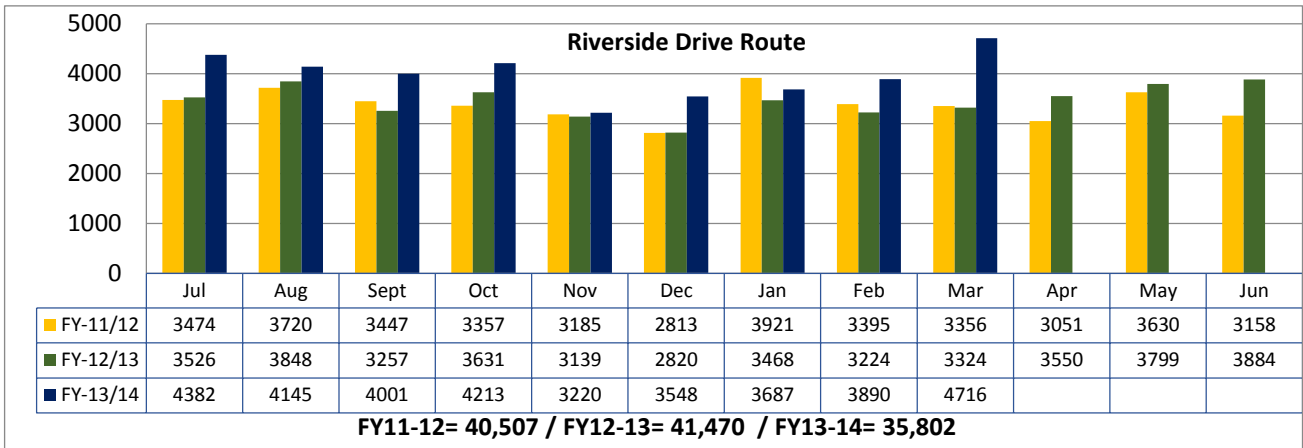
FY11-12= 12,201 / FY12-13= 12,913 / FY13-14= 8,430

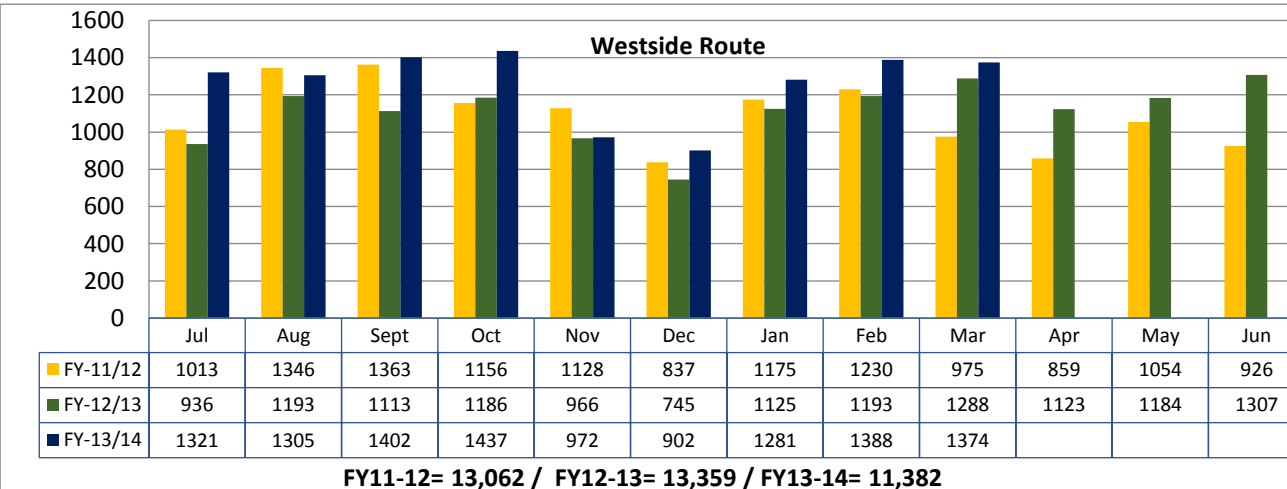
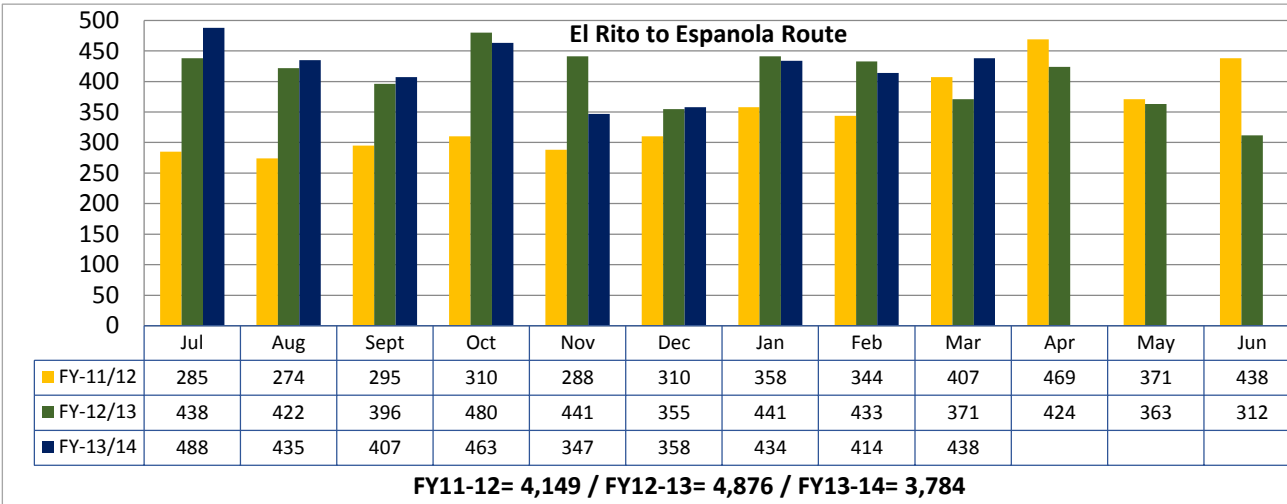
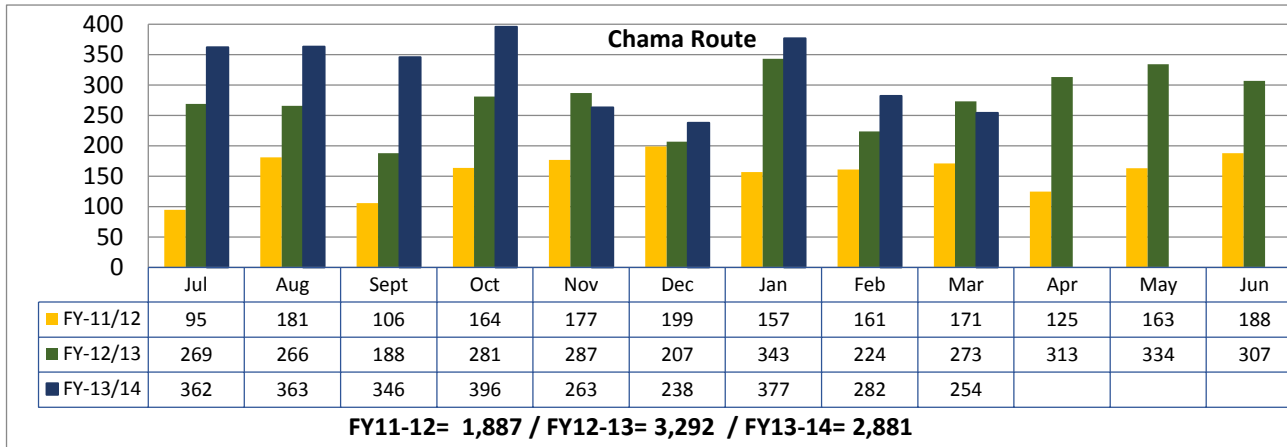


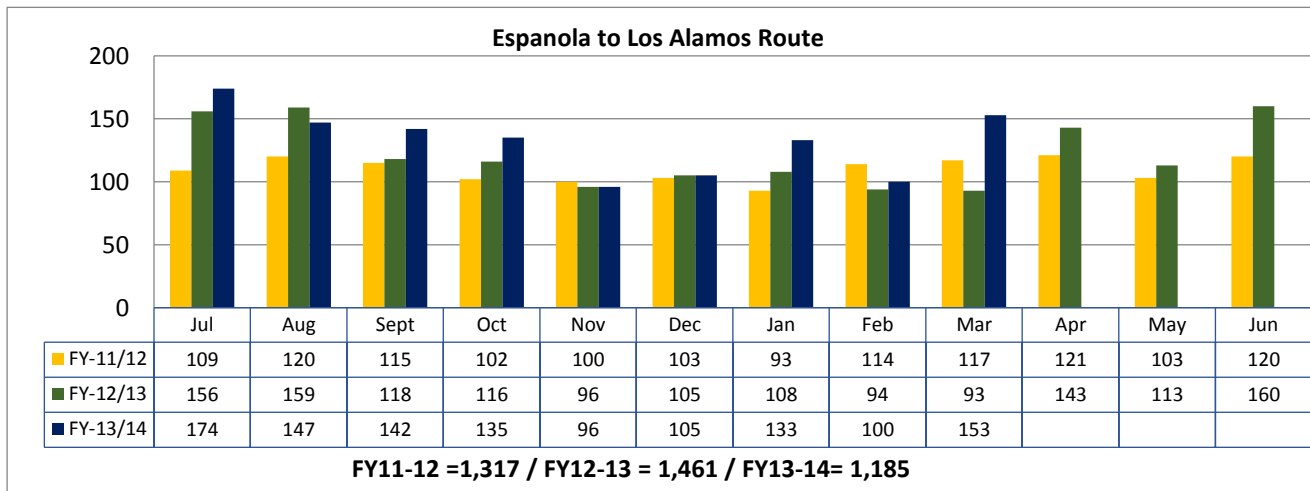
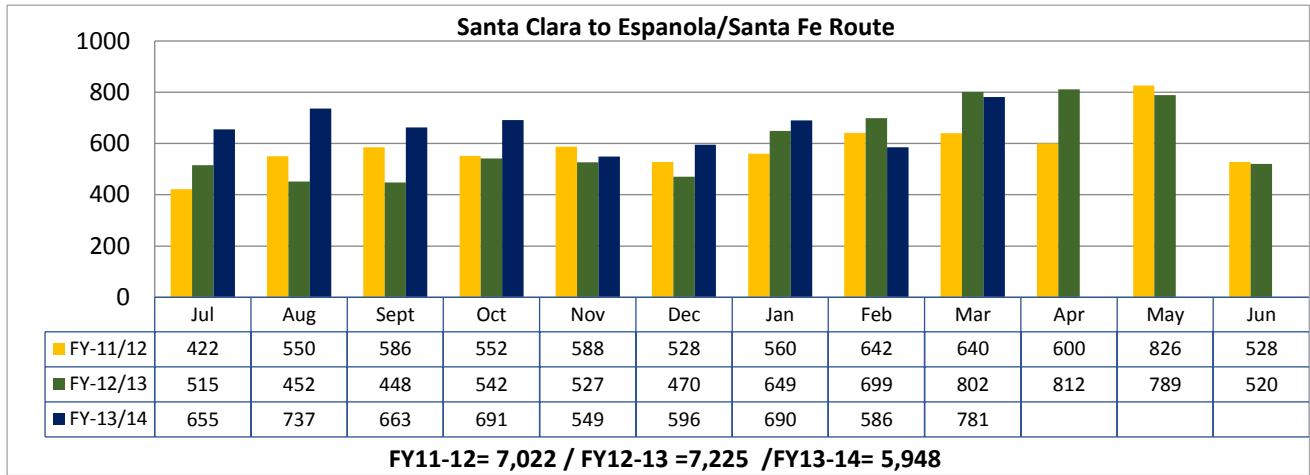
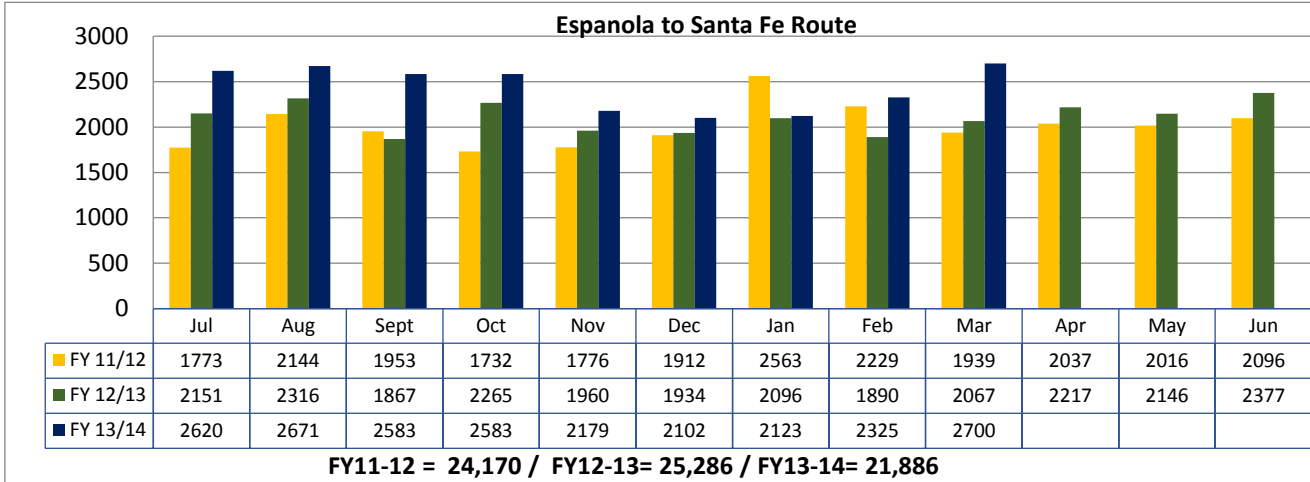
FY11-12= 12,169 / FY12-13= 10,500 / FY13-14= 7,532

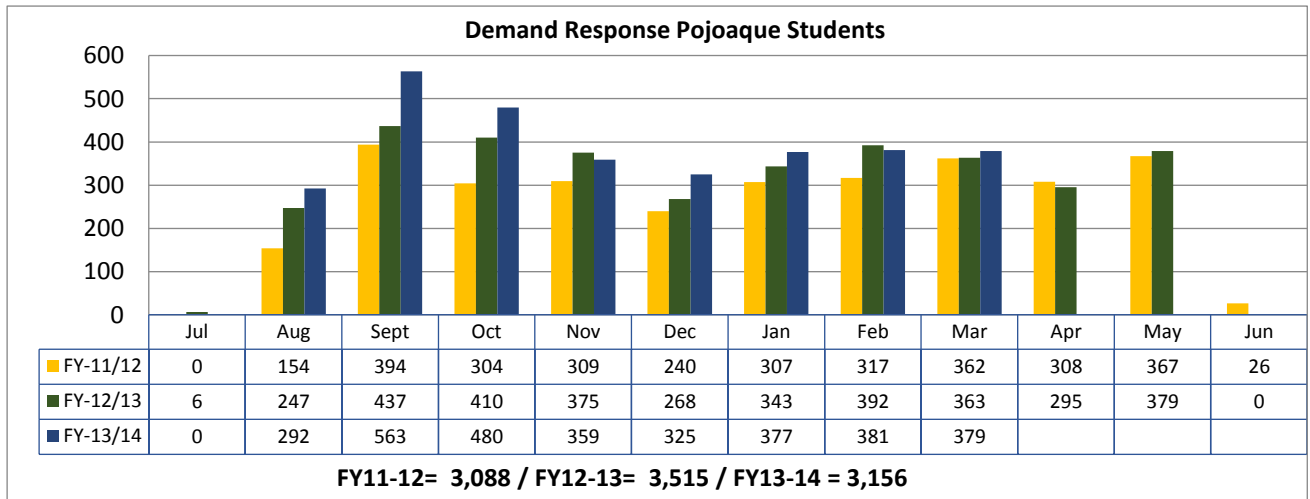
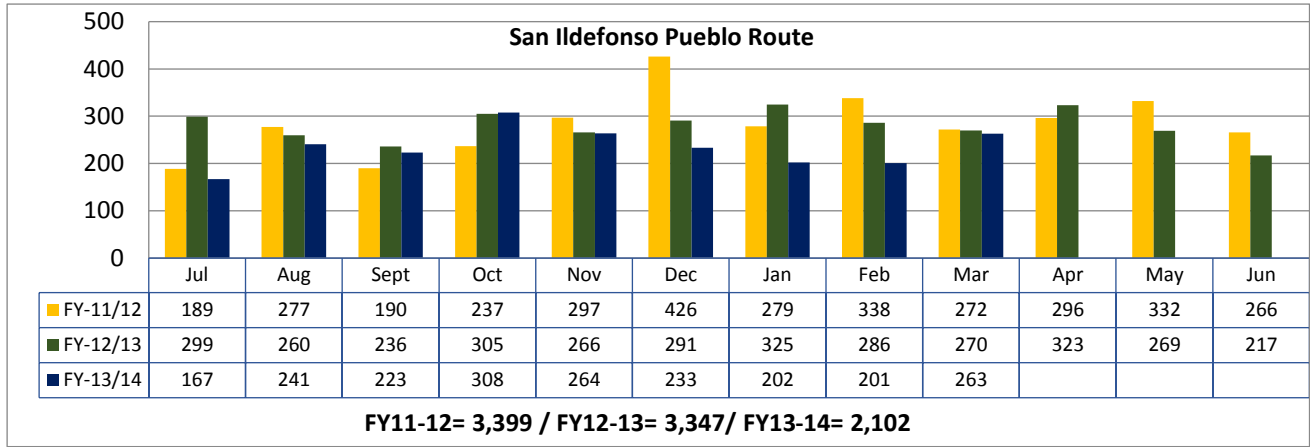
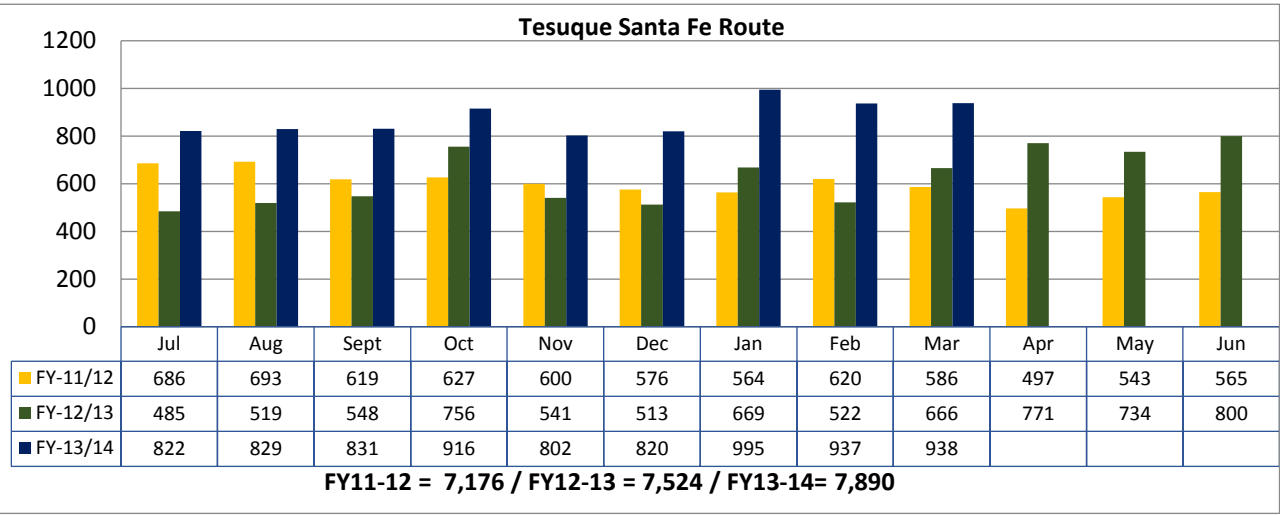


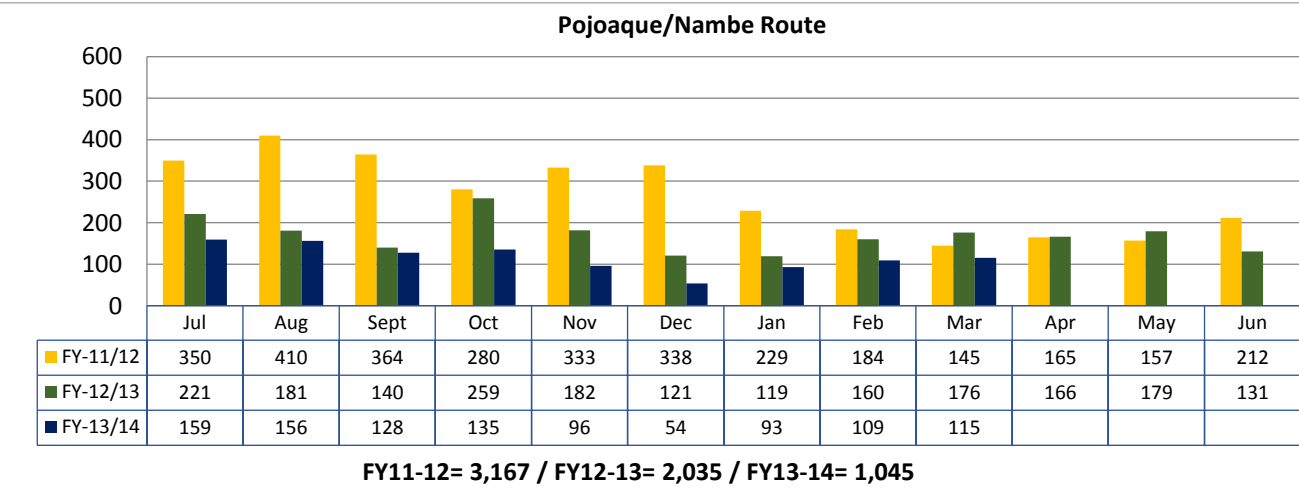
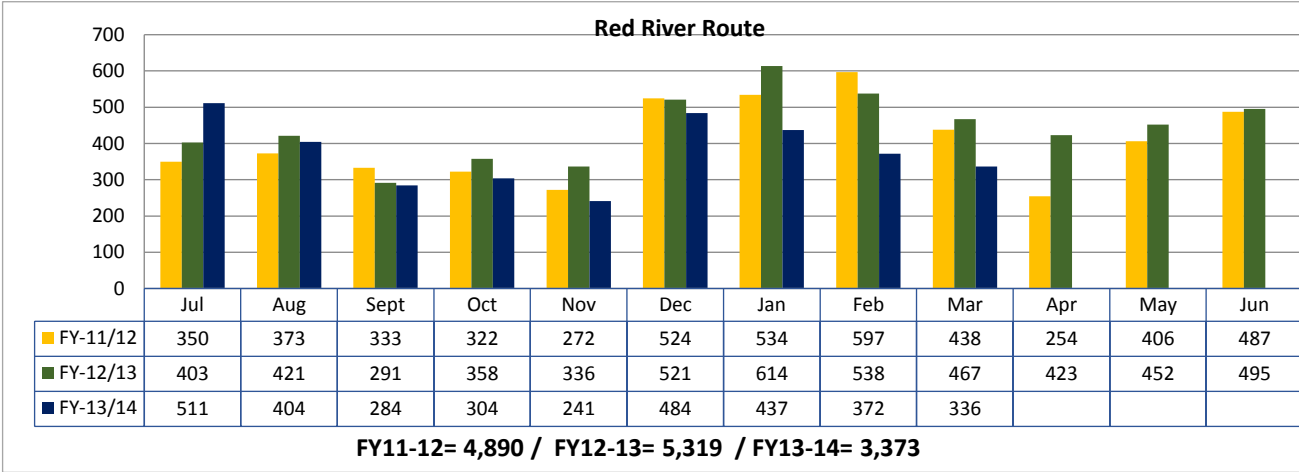
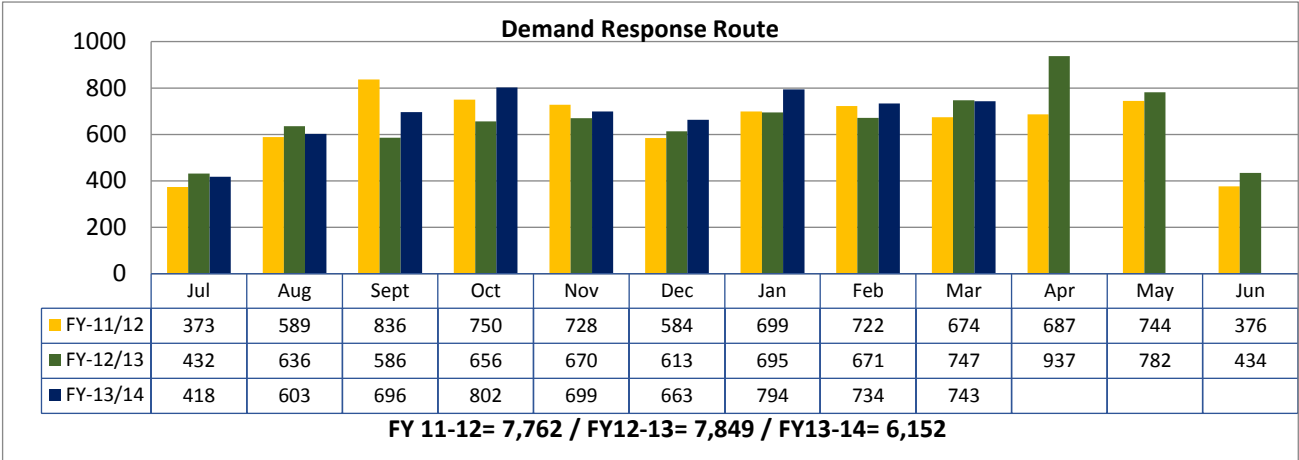
FY11-12=8,697 / FY12-13= 9,189 / FY13-14= 5,714

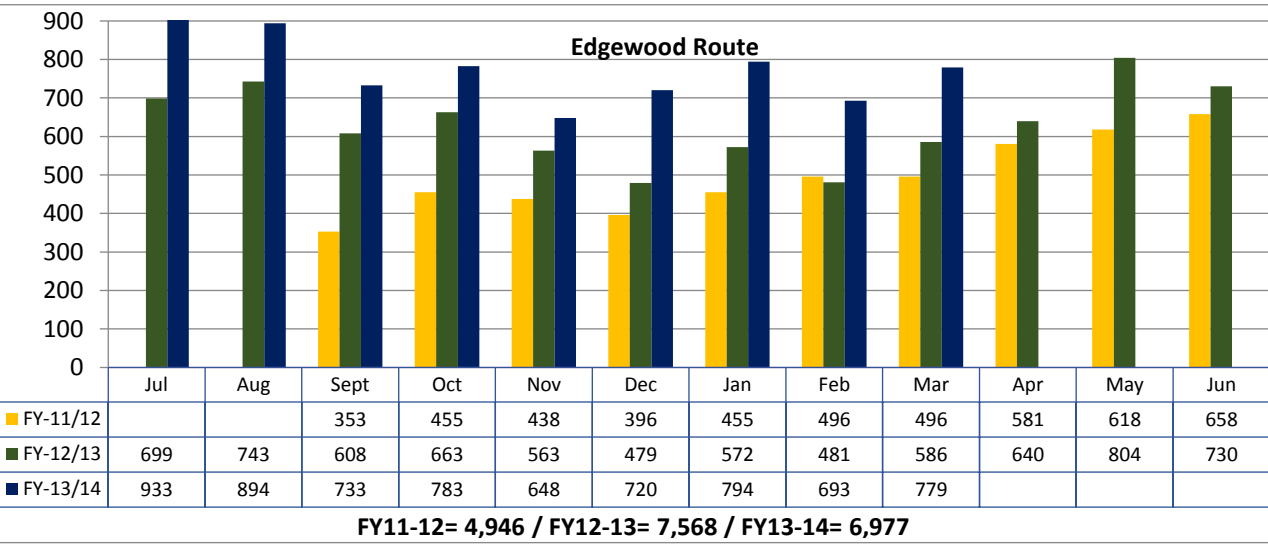
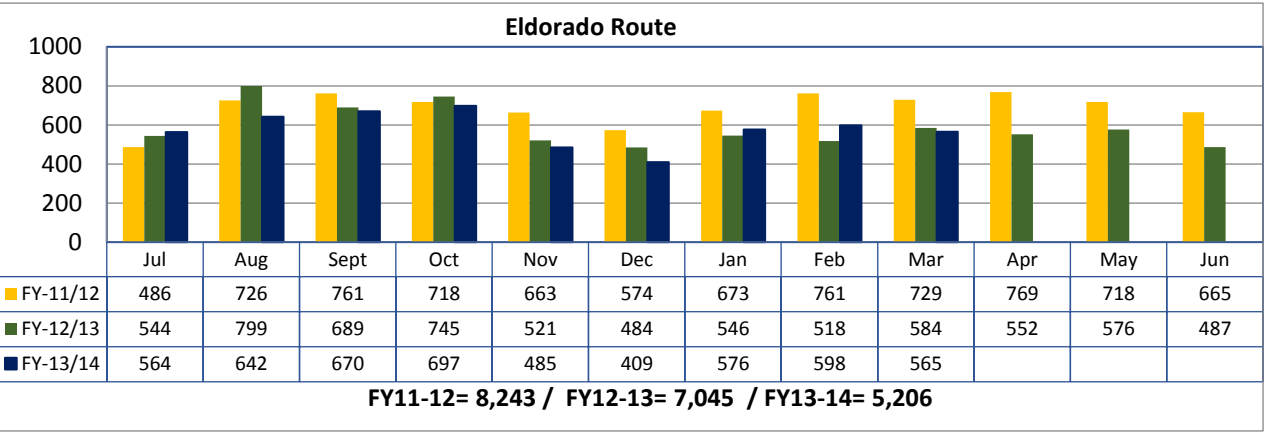
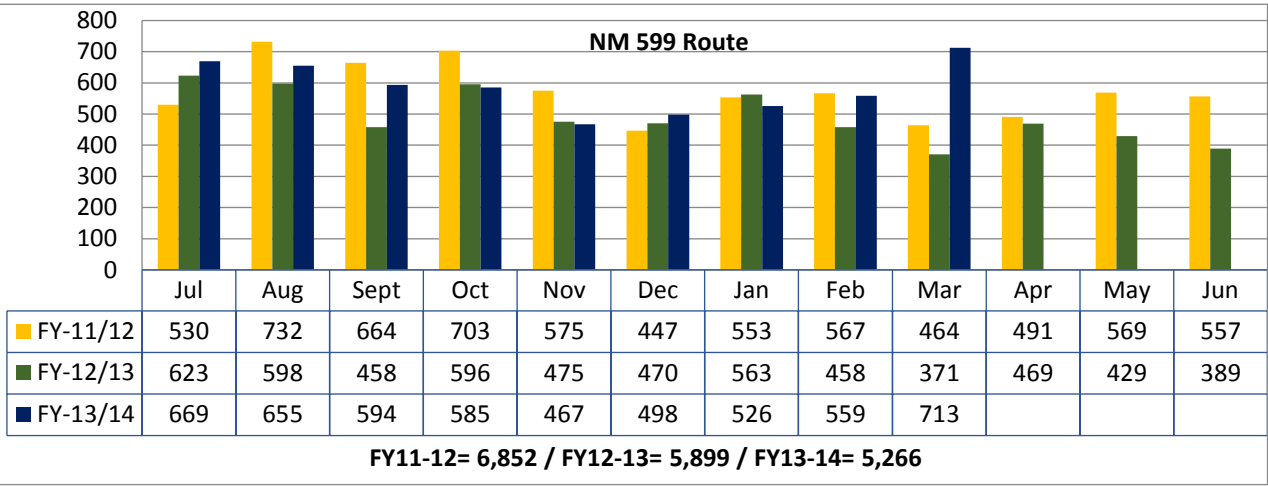


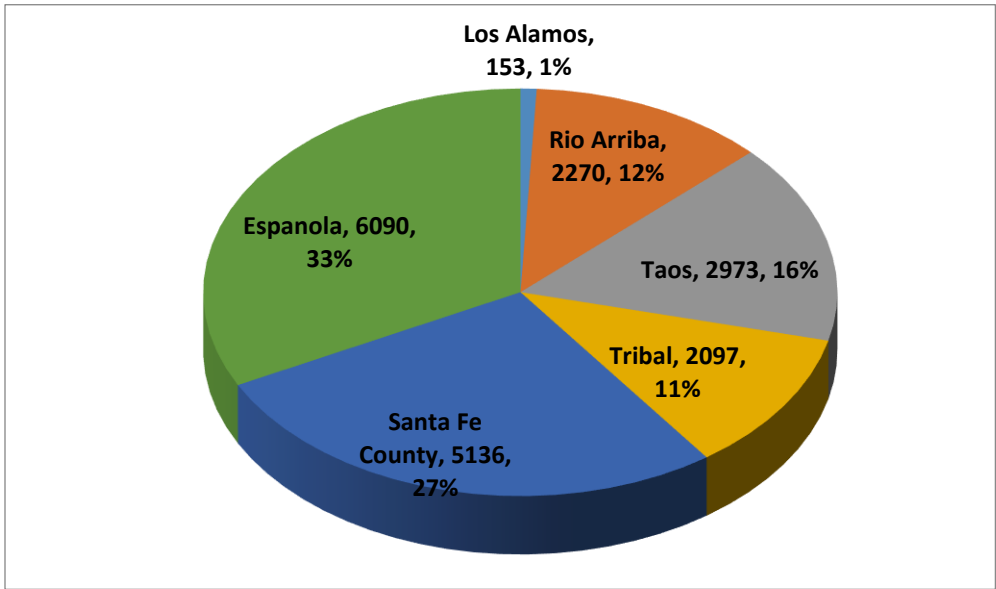
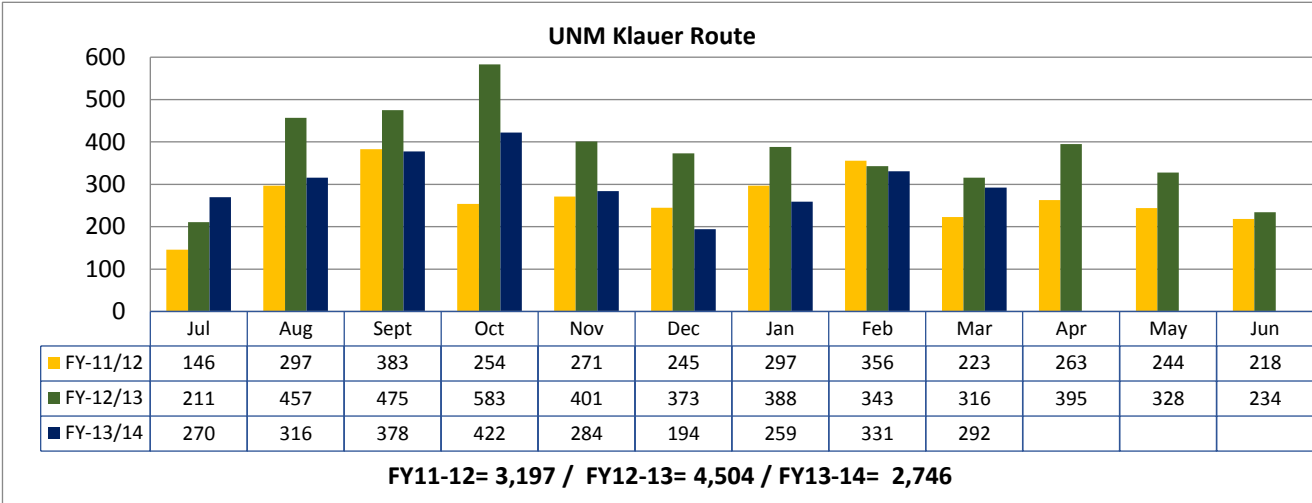












NCRTD Funded Routes - Member Operated

