



RIO METRO
REGIONAL TRANSIT DISTRICT

BOARD OF DIRECTORS MEETING

Friday, August 19, 2022

12:00 p.m.

809 Copper Ave. N.W., Albuquerque, NM 87102

(Meeting will be Virtual)

Zoom instructions below

AGENDA

Call to Order

The presence of a quorum will be noted.

Approval of the August 19, 2022 Agenda

Tab 1

Approval of the May 20, 2022 Action Summary

PUBLIC COMMENT

Tab 2

Anyone who wishes to address the RMRTD Board must register with the Secretary of the Board (via email to bthomas@mrcog-nm.gov) at least 24 hours prior to the meeting

FINAL ACTION ITEMS

Tab 3

R-23-01 RMRTD

Approving the RMRTD FY 2022 Final Quarter Financial Report

DISCUSSION / INFORMATIONAL ITEMS

Tab 4

Rio Metro RTD Update

OTHER BUSINESS AND NOTES

Next Meeting: Friday, September 16, 2022 at 12:00 p.m.

Anyone requiring special accommodations is requested to notify Barbara Thomas at (505) 247-1750 or bthomas@mrcog-nm.gov at least three days prior to the meeting.

Zoom link below

You are invited to a Zoom webinar.

When: Aug 19, 2022 12:00 PM Mountain Time (US and Canada)

Topic: RMRTD Board Meeting

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/83499066978?pwd=cWMzbEw2L3pTcGZKeIRER0lFNXlwQT09>

Passcode: 405403

Or One tap mobile :

US: +16694449171,,83499066978#,,,,*405403# or
+16699006833,,83499066978#,,,,*405403#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 444 9171 or +1 669 900 6833 or +1 719 359 4580 or +1 253 215
8782 or +1 346 248 7799 or +1 312 626 6799 or +1 386 347 5053 or +1 564 217 2000
or +1 646 931 3860 or +1 929 436 2866 or +1 301 715 8592 or +1 309 205 3325

Webinar ID: 834 9906 6978

Passcode: 405403

International numbers available: <https://us06web.zoom.us/j/83499066978?pwd=cWMzbEw2L3pTcGZKeIRER0lFNXlwQT09>



RIO METRO
REGIONAL TRANSIT DISTRICT

RMRTD Board of Directors (Virtual Meeting)
ACTION SUMMARY
 Friday, May 20, 2022
 12:00 noon
 809 Copper Ave. N.W.
 (Hybrid meeting)

Isaac Benton, Chair

Steven Tomita, Vice Chair

ORGANIZATION		MEMBER		ALTERNATE
Bernalillo County		Adriann Barboa , Commissioner		
		Steven Michael Quezada , Commissioner	X	Margarita Archibeque Richard Meadows
		Walt Benson , Commissioner		
Sandoval County	X	Michael Meek , Commissioner		Amy Griffin
Valencia County		Joseph Bizzell , Commissioner		Orlando Montoya
City of Albuquerque		Isaac Benton , Councilor, Chair	X	Nathan Molina Tom Menicucci
	X	Pat Davis , Councilor		Sean Foran
	X	Renee Grout , Councilor		Rachel Miller
		Klarissa Peña , Councilor	X	Rachael Hernandez
	X	Tammy Fiebelkorn , Councilor		Laura Rummier
	X	Lawrence Rael		Leon Espinoza Patrick Montoya
City of Belen	X	Steven Tomita		Jerah Cordova
City of Rio Communities		Martin Moore	X	Jim Winters
City of Rio Rancho	X	Bob Tyler , Councilor		B.J. Gottlieb
		Jim Owen , Councilor	X	Peter Wells
		Dan Stoddard		Jamie Marrufo
Town of Bernalillo	X	Jack Torres , Mayor		Ida Fierro
Village of Bosque Farms		Russell Walkup , Mayor		
Village of Corrales		Mel Knight		Zachary Burkett
Village of Los Lunas		Charles Griego , Mayor		Michael Jaramillo
Village of Los Ranchos de Albuquerque		Donald Lopez , Mayor		Maria Rinaldi Ann Simon
ASSOCIATE MEMBERS				
Isleta Pueblo		Vacant		Vacant
NON-VOTING ADVISORY MEMBERS				
ORGANIZATION		MEMBER		ALTERNATE
NCRTD		Anthony Mortarillo		Jim Nagle
MRCOG STAFF PRESENT				
Dewey Cave, Barbara Thomas, Tony Sylvester, Conni Vigil, Liz Carter, Grant Brodehl, Allyne Clark, Vangie Gabaldon				

AGENDA

Call to Order

Vice Chair Steven Tomita, City of Belen, called the meeting to order at 12:11 p.m. and the roll was called. See attendance sheet above. The presence of a quorum was noted.

Approval of Agenda of May 20, 2022

Action Taken:

Lawrence Rael, City of Albuquerque, made a motion to:

APPROVE THE AGENDA OF MAY 20, 2022 AS PRESENTED.

The motion was seconded by Tammy Fiebelkorn, City of Albuquerque, and passed on a vote of thirteen (13) in favor and none opposed. See attendance sheet above.

Tab 1

Approval of Action Summary of April 22, 2022

Action Taken:

Mr. Rael made a motion to:

APPROVE THE ACTION SUMMARY OF APRIL 22, 2022 AS PRESENTED

The motion was seconded by Robert Tyler, City of Rio Rancho, and passed unanimously on a vote of thirteen (13) in favor and none opposed. See attendance sheet above.

PUBLIC COMMENT

Tab 2

There were no comments from members of the public.

ACTION ITEMS

Tab 3
R-22-04
RMRTD

Approving the RMRTD Budget and Capital Plan FY 2023-2029

Tony Sylvester, RMRTD Special Projects Manager, presented the RMRTD Budget and Capital Plan and explained the following:

1. Section 5 of the RMRTD By-laws states that the annual budget must be prepared based on a five (5) year financial plan
2. The Infrastructure Investment and Jobs Act (The most recent Federal Transportation Bill) requires Transit Agencies to track service performance, and transit assets
3. The Memorandum of Agreement (MOA) between RMRTD and New Mexico Department of Transportation (NMDOT) for Commuter Rail Operations requires RMRTD and NMDOT to jointly develop a five-year capital maintenance plan / capital improvement plan for the New Mexico Rail Runner Express (NMRX) system

4. 49 USC 5337(b)(2) requires that projects receiving Section 5337 State of Good Repair funding be included in the in the recipient's Transit Asset Management (TAM) Plan

The RMRTD Budget and Capital Plan FY 2023-2029 satisfies requirements 1-4 listed above. It includes a minimum five (5) year financial plan for the district. It also includes a capital plan that is directly linked to and informed by the RMRTD TAM plan and is jointly developed with NMDOT for the included NMRX portions. Additionally, the plan highlights prior year accomplishments and current year goals and includes the RMRTD Infrastructure Capital Improvement Plan.

The full budget document was included in the agenda packet for the meeting.

Mr. Sylvester and other RMRTD staff stood for questions.

Action Taken:

Mr. Rael made a motion to:

APPROVE R-22-04 RMRTD APPROVING THE RMRTD BUDGET AND CAPITAL PLAN FY 2023-2029

The motion was seconded by Jack Torres, Town of Bernalillo, and passed unanimously on a vote of thirteen (13) in favor and none opposed. See attendance sheet above.

Tab 4
R-22-05
RMRTD

Approving the RMRTD FY 2023 Budget

Mr. Sylvester presented the 2023 RMRTD budget as follows.

NMRX Operations:

The FY2023 budget for the Rail Runner amounts to \$93.7 million in revenues and \$71.3 million in costs. Costs are split between operations and maintenance (O&M; \$34.3 million) and capital (\$36.2 million). O&M costs reflect pre-COVID service levels, and are projected to increase annually by 3 percent in later years to help offset inflation. Notably, O&M costs have also increased by 11 percent over FY2022, largely driven by the new, recurring \$5 million cost of Positive Train Control (PTC) maintenance/hosting. This cost previously appeared in the Rail Runner capital maintenance program, but was moved to the O&M budget as it better fits that category. Furthermore, PTC debt service payments rose from \$109,000 in FY2022 to \$786,000 in FY2023, and will continue at that level through FY2037.

Rail Runner capital costs are about \$7 million higher in FY2023. This increase is driven largely by an aggressive capital maintenance program that has been ramped up now that PTC implementation is complete, and the construction of the Centralized Traffic Control (CTC)/Main 2 project.

These projects play a major role in driving down the projected carryover at the end of FY2023 to \$22.4 million. Significantly higher projected carryover levels in FY2022 were the result of CARES Act and American Rescue Plan (ARP) Act funding associated with the COVID-19 pandemic. Rio Metro will fully expend these funds in FY2023. Meanwhile, the GRT and other funds that would otherwise have been expended in lieu of the COVID-19 relief funds will be used to advance the capital projects noted in the previous paragraph.

Related to a past audit finding, the Rail Runner budget now includes "pass-through"

revenues and costs that have a net zero impact on the budget. These funds pass through Rio Metro's financial system when NMDOT and local governments use Rio Metro's O&M contractor to complete railroad-related improvements. In these instances, Rio Metro pays the contractor from its own cash reserve and is reimbursed by the local government, but Rio Metro is neither the lead agency for the project nor the direct recipient of the funds used to complete the project.

RMRTD Operations:

The transit budget covers all of Rio Metro's directly operated and contracted services, excluding the Rail Runner:

- Rio Rancho Dial-a-Ride and Village of Corrales Dial-a-Ride pilot project for seniors and individuals with disabilities;
- Sandoval County commuter bus routes and Route 366 in Bernalillo County;
- Valencia County Dial-a-Ride, Pueblo of Isleta Dial-a-Ride and commuter bus routes;
- Job Access demand taxi service;
- Micromobility program;
- Sponsored ABQ RIDE fixed-route service;
- Sponsored NMDOT Park & Ride Purple Route, which replaced an early morning Rail Runner train and connects the Santa Fe County/NM 599 Rail Runner Station to Los Alamos;
- Sponsored NCRTD Mountain Trail Route; and
- Rio Metro staff in the Administration and Finance, Marketing, Planning and Transit divisions.

The FY2023 transit budget comprises \$49.7 million in revenues, \$30.6 million in costs, and \$19.1 million in carryover. This carryover is in addition to a Board-mandated \$5 million cash reserve that first appeared in the FY2015 budget to help Rio Metro maintain cash flow agency-wide. Like the Rail Runner budget, CARES Act and ARP Act funding will also be fully expended in FY2023.

While capital costs are considerably smaller in the transit budget than the rail budget, the construction of the Valencia County Transit Facility will largely occur in FY2023. This project is funded by a \$6.0 million FY2020 Section 5339 discretionary grant matched by GRT.

Mr. Sylvester stood for questions.

Action Taken:

Mr. Rael made a motion to:

APPROVE R-22-05 RMRTD APPROVING THE RMRTD FY 2023 BUDGET

The motion was seconded by Tammy Fiebelkorn, City of Albuquerque, and passed unanimously on a vote of thirteen (13) in favor and none opposed. See attendance sheet above.

Tab 5
R-22-06
RMRTD

Approval of the Open Meetings Resolution & Establishment of the Fiscal Year 2023 Meeting Schedule

Dewey Cave, RMRTD Director, presented R-22-06 RMRTD and explained that the New Mexico Open Meetings Act, Sections 10-15-1 et seq. NMSA 1978 establishes requirements for meetings conducted by public bodies. All meetings that consist of a quorum of the members of the public body, held for the formation of public policy are required to be public

meetings unless the meeting fits within limited exceptions contained in the Act.

By statute, the Board is required to annually adopt a policy regarding open meetings. Resolution R-22-06 fulfills the Board's duty to adopt a policy regarding open meetings.

The RMRTD bylaws require the Board to annually schedule and announce the regularly scheduled board meetings for the upcoming fiscal year. Resolution R-22-06 RMRTD fulfills the Board's duty to schedule upcoming meetings.

Action Taken:

Ms. Fiebelkorn made a motion to:

APPROVE THE OPEN MEETINGS RESOLUTION & ESTABLISHMENT OF THE FISCAL YEAR 2023 MEETING SCHEDULE AS PRESENTED

The motion was seconded by Bob Tyler, City of Rio Rancho, and passed unanimously on a vote of thirteen (13) in favor and none opposed. See attendance sheet above.

INFORMATION AND DISCUSSION ITEMS

Tab 6

RMRTD Update

Mr. Cave noted that the adjustment in fares on the Rail Runner will be extended through the end of July. Mr. Sylvester added that additional services are being considered to fill in gaps and adjust for the post-covid schedules. The new schedule will be shared with partners for comment.

Mr. Cave noted that RMRTD marketing has won eight awards for excellence and distinction.

Mr. Rael asked who will replace Terry Doyle who has retired. Mr. Cave said that he will fill that gap for now with the assistance of the RMRTD staff. Decisions will be made about Mr. Doyle's replacement in the next few months.

The meeting adjourned at 1:09 p.m.

Isaac Benton, Chair
Rio Metro Regional Transportation Board

ATTEST:

Dewey V. Cave, Executive Director



R-23-01 RMRTD

Approval of the RMRTD FY 2022 Q4 Financial Report

Requested Action:

Approval of R-23-01 RMRTD

Reason for Request:

- The RMRTD Board of Directors approved the RMRTD State Fiscal Year 2022 Budget at their May 20, 2021 meeting by passing R-21-05 RMRTD; and
- The fiscal year 2022 final quarterly report has been prepared and reviewed to ensure the accuracy of the beginning balances used in the fiscal year 2023 budget that was approved by the RMRTD Board of Directors at their May 20, 2022 meeting by passing R-22-05 RMRTD; and
- The New Mexico Department of Finance and Administration Local Government Unit has provided interim approval of the RMRTD FY 2022 Budget and requires a resolution approving the FY 2022 final quarter financial report in order to provide final FY 2023 budget approval; and
- The contents in the fiscal year 2022 final quarterly report are true and correct to the best of our knowledge

Review/Analysis:

The NM Department of Finance and Administration Local Government Unit requires RMRTD to pass a resolution approving the FY 2022 final quarter financial report prior to fully approving the RMRTD FY 2023 Budget. This resolution fulfills that requirement.



R-23-01 RMRTD

**APPROVING THE FISCAL YEAR 2022 FINAL QUARTER FINANCIAL REPORT
YEAR ENDING JUNE 30, 2022**

WHEREAS, the RMRTD Board of Directors approved the RMRTD State Fiscal Year 2022 Budget at their May 20, 2021 meeting by passing R-21-05 RMRTD; and

WHEREAS, the fiscal year 2022 final quarterly report has been prepared and reviewed to ensure the accuracy of the beginning balances used in the fiscal year 2023 budget that was approved by the RMRTD Board of Directors at their May 20, 2022 meeting by passing R-22-05 RMRTD; and

WHEREAS, the New Mexico Department of Finance and Administration Local Government Unit has provided interim approval of the RMRTD FY 2023 Budget and requires a resolution approving the FY 2022 final quarter financial in order to provide final FY 2023 budget approval; and

WHEREAS, the contents in the fiscal year 2022 final quarterly report are true and correct to the best of our knowledge

**NOW, THEREFORE, BE IT RESOLVED BY THE RIO METRO REGIONAL
TRANSIT DISTRICT BOARD OF DIRECTORS THAT:**

The RMRTD Fiscal Year 2022 Final Quarter Financial Report attached hereto as Exhibit A is approved.

22 **PASSED, ADOPTED, AND APPROVED** this 19th day of August 2022 by the
23 Board of Directors of the Rio Metro Regional Transit District.
24
25

Isaac Benton
Chair
RMRTD Board of Directors

ATTEST:

Dewey V. Cave
Chief Executive Officer

Blue / Red Cells In Workbook are Data Entry Cells

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

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

Josephine Vigil 7/18/22
 (signature line)

Special District: Rio Metro Regional Transit District
 Quarter Ending: 6/30/2022
 Prepared by: Josephine Vigil *Josephine Vigil*

QUARTERLY YEAR TO DATE TRANSACTIONS PER BOOKS

FUND TITLE	FUND NUMBER	UNAUDITED BEGINNING CASH BALANCE @ JULY 1 (or JAN. 1)	INVESTMENTS	REVENUES TO DATE	NET TRANSFERS	EXPENDITURES TO DATE	BOOK BALANCE END OF PERIOD	ADD: OUTSTANDING CHECKS	LESS: DEPOSITS IN TRANSIT	ADJUSTMENTS	ADJUSTED BALANCE END OF PERIOD	BALANCE PER BANK STATEMENTS	DIFFERENCE
GENERAL FUND - Operating (GF)	101	-	-	-	-	-	-	-	-	-	-	-	-
INTERGOVERNMENTAL GRANTS	218	-	-	-	-	-	-	-	-	-	-	-	-
OTHER - (RMRD Rail & Bus)	299	29,736,504	-	83,116,083	-	69,397,633	43,454,954	-	-	-	43,454,954	43,454,954	-
DEBT SERVICE	400	-	-	-	-	-	-	-	-	-	-	-	-
Grand Total		\$ 29,736,504	\$ -	\$ 83,116,083	\$ -	\$ 69,397,633	\$ 43,454,954	\$ -	\$ -	\$ -	\$ 43,454,954	\$ 43,454,954	\$ -

Rio Metro Regional Transit District
Reconcile Cash Accounts

Summary

Cash Account: 10000 Cash in Bank
Reconciliation ID: 2022 06JUNE
Reconciliation Date: 6/30/2022
Status: Open

Bank Balance	44,187,707.88
Less Outstanding Checks/Vouchers	732,754.14
Plus Deposits in Transit	0.00
Plus or Minus Other Cash Items	22,920.38
Plus or Minus Suspense Items	<u>(22,920.38)</u>
Reconciled Bank Balance	43,454,953.74
Balance Per Books	<u>43,454,953.74</u>
Unreconciled Difference	<u><u>0.00</u></u>

[Click the Next Page toolbar button to view details.](#)

Prepared by *gracie*
Date 7/6/2022
Reviewed & Approved by *gracie*
Date 7/6/2022