

**New Mexico Transit Association
Board Meeting
May 25, 2023
12:00 p.m.
Roswell Transit
515 N. Main St.
Roswell, NM 88201**

Standing Items:

1. Call to Order
2. Roll Call

Board Members:

Elizabeth Carter (President), Director at Large
James Barela (Vice President), Director at Large
Ed Powers (Treasurer), Director at Large
Rebecka Hicks, (Secretary), representing 5311 programs
Kevin Olinger, (Ex-Officio representing NMDOT)
Mike Bartholomew, representing 5307 programs
Brent Roy, Business Member
Todd Naktewa, Director at Large, representing Tribal Transit
Tom Marking, Professional Business Member
Anthony Mortillaro, representing Regional Transit Districts (RTD)
(OPEN), representing 5310 programs
Guests: _____

Present / Absent / Called In
Present / Absent / Called In
Present / Absent / Called In
Present / Absent / Called In
Present / Absent / Called In
Present / Absent / Called In
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Present / Called In
Present / Called In

3. Approval of the Agenda
4. Approval of Meeting Minutes – March 20, 2023
5. Approval of Treasurer's Monthly Financial Reports for February, March, April 2023

Presentations:

Action Items:

1. Approve FY 2024 NMDOT/NMTA Proposed Budget
2. Review and approve NMTA Membership Brochure
3. Approval to add Flora Montoya with Santa Fe Trails to represent 5310 programs
4. Annual performance review for Melissa Drake (adjourn to closed session)
5. Consideration of performance adjustment for Melissa Drake

Discussion Items:

1. Sunny505 Public Relations
2. 2023 Managers' Leadership, Road-eo, Conference and Expo Expense/Revenue Update
3. Reorganization of Subcommittee Members

Subcommittee Updates:

- Conference, Road-eo and Training
(Liz Carter, Ed Powers and James Barela)
- Legislative and Communications
(Tony Mortillaro, Tom Marking, Liz Carter and David Armijo)
- Membership and Sponsors
(Mike Bartholomew, Becky Hicks and Brent Roy)

Board Member Announcements:

Next Meeting Date/Time/Location: July 20, 2023: Location to be determined.

**New Mexico Transit Association
Board Meeting Minutes
March 20, 2023 at 2:00PM
Santa Ana Star Hotel and Casino
54 Jemez Dam Rd., Bernalillo, NM 87004**

STANDING ITEMS:

1. Call to Order

President Joe Hardin called the meeting to order at 2:00PM.

2. Roll Call

Board Members Present:

Joe Hardin, President, representing 5310 programs

Elizabeth Carter, Vice-President, Director at Large

Ed Powers, Treasurer, Director at Large

James Barela, Director at Large

Mike Bartholomew, representing 5307 programs

Brent Roy, business member

Tom Marking, Professional Business Member (arrived 12:14PM)

Anthony Mortillaro, representing Regional Transit Districts (RTD)

Guests Present: Kevin Olinger, Ex-Officio, NMDOT TRD

NMTA Members Present: Todd Naktewa with Pueblo of Zuni

Staff Present: Melissa Drake

Not Present: Rebecka Hicks, Secretary, representing 5311 programs

One Open Position: Director at Large representing Tribal Transit vacated by Christy Ladd

PRESENTATIONS:

1. Board Elections

Melissa announced that the following Board members were re-elected to sit on the NMTA Board of Directors:

Michael Bartholomew, representing 5307 Programs

Anthony Mortillaro, representing Regional Transit Districts

Brent Roy, Business Member

ACTION ITEMS:**1. Elect Executive Board**

Joe Hardin presented a letter of resignation from the NMTA Board of Directors effective immediately. This leaves the 5310 representation open with a remaining term limit of one year (expiring in 2024). Joe Hardin has been on the NMTA Board since 2005. Following Joe's resignation announcement, Liz Carter was nominated to fill the vacant President position.

Motion: Ed Powers; Second: Tony Mortillaro

Vote: Passed

James Barela was nominated to fill the vacant Vice-President position.

Motion: Liz Carter; Second: Ed Powers

Vote: Passed

Ed Powers was nominated to retain the position of Treasurer.

Motion: Liz Carter; Second: James Barela

Vote: Passed

Becky Hicks was nominated to retain the position of Secretary.

Motion: Liz Carter; Second: Tony Mortillaro

Vote: Passed

Melissa introduced Todd Naktewa with Pueblo. He expressed his interest in becoming a board member. Membership appointed Todd Naktewa to finish the Tribal Transit position that expires in 2024.

DISCUSSION ITEMS:**1. None****SUBCOMMITTEE UPDATES:****1. None****BOARD MEETING ANNOUNCEMENTS:**

None.

NEXT MEETING DATE/TIME/LOCATION:

Next meeting will be May 25, 2023 at Roswell Transit, 515 N. Main St., Roswell, NM 88201.

ADJOURNMENT

Motion made to adjourn at 2:20PM.

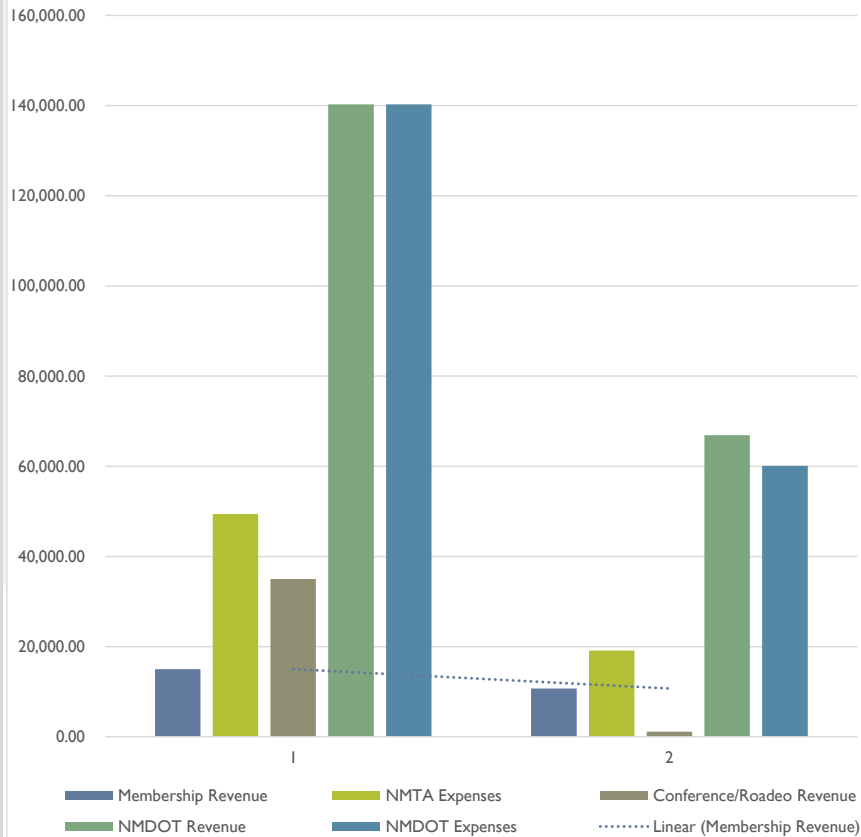
NMTA Monthly Activity Report

February 2023

Line Item	Credits	Debits	Comments
Income:			
NMTA Deposits:			
NMDOT Reimbursements	4,643.17		
Member Dues Deposits	0.00		
Conference/Road-eo deposits:			
Misc. Deposits			
Total Deposits:	4,643.17		
Expenses:			
NMDOT Reimbursable Expenses:			
Administrator - 1		2,493.85	
Employment Taxes - 1		713.63	
Postage - 1		0.00	
Cell Phone - 1		85.78	
Audit - 1		3,050.00	FY2022 Full Financial Audit
Contract Services - 1		382.51	Payroll services for Nov. and Dec. 2022
Dues and Subscriptions - 1		16.12	
Equipment		0.00	
Insurance - 1		197.50	Renewal of General Liability Insurance
Occupancy Cost		80.00	
Printing		0.00	
Office Supplies - 1		0.00	
Training - 1		2,296.99	Purchase of Owl Labs Camera/Audio for hybrid training/meeting needs
Travel - 1		0.00	
Rodeo/Conference - 1		0.00	
Total NMDOT Reimbursable Expenses:		9,316.38	
NMTA Expenses:			
Administrator - 2		623.46	
Employment Taxes - 2		178.41	
Postage - 2		0.00	
Cell Phone - 2		21.45	
Audit - 2		4,277.00	
Contract Services - 2		382.52	Payroll services for Nov. and Dec. 2022
Insurance - 2		197.50	Renewal of General Liability Insurance
Office Supplies - 2		0.00	
Travel - 2		0.00	
Rodeo/Conference - 2		0.00	
National Rodeo Winners Sponsorship		0.00	
NMTA Meetings		0.00	
Legislative Services		1,300.00	Services Rendered in January 2023
Legislative Advocacy Plan		0.00	
Total NMTA Expenses:		6,980.34	

BUDGET TOTALS	ESTIMATED	YTD ACTUAL	DIFFERENCE
Membership Revenue	15,000.00	10,704.30	(4,295.70)
Conference/Rodeo Revenue	35,000.00	1,125.00	(33,875.00)
NMDOT Revenue	140,250.00	66,880.26	(73,369.74)
NMDOT Expenses	140,250.00	60,079.73	(80,170.27)
NMTA Expenses	49,430.00	19,104.81	(30,325.19)
Balance (Income minus Expenses)	379,930.00	157,894.10	(222,035.90)

BUDGET OVERVIEW



Bank Reconciled Balances:

B of A Checking	\$5,613.84
B of A Savings	\$48,120.45
Combined total:	\$53,734.29

INCOME	ESTIMATED	YTD ACTUAL	DIFFERENCE	VARIANCE %
Membership Revenue	15,000.00	10,704.30	(4,295.70)	-28.64%
Conference/Rodeo Revenue	35,000.00	1,125.00	(33,875.00)	-96.79%
NMDOT Revenue	140,250.00	66,880.26	(73,369.74)	-52.31%
Total	190,250.00	78,709.56	(111,540.44)	-58.63%

NMDOT OPERATING EXPENSES	Annual Budget	YTD ACTUAL	DIFFERENCE	VARIANCE %
Administrator	32,405.00	21,399.02	11,005.98	33.96%
Administrative Prof. Development	0.00	0.00	0.00	0.00%
Employment Taxes	8,902.00	5,972.16	2,929.84	32.91%
Internet Subscription Service	0.00	0.00	0.00	0.00%
Postage	100.00	0.00	100.00	0.00%
Cell Phone	1,000.00	672.33	327.67	32.77%
Audit	3,050.00	3,050.00	0.00	0.00%
Advertisement	0.00	0.00	0.00	0.00%
Contract Services	2,000.00	894.31	1,105.69	55.28%
Dues and Subscriptions	1,500.00	1,452.39	47.61	3.17%
Equipment	0.00	0.00	0.00	0.00%
Insurance	900.00	197.50	702.50	78.06%
Occupancy Costs	960.00	640.00	320.00	33.33%
Printing/Copying	2,000.00	0.00	2,000.00	100.00%
Office Supplies	720.00	0.00	720.00	100.00%
Office Furniture	0.00	0.00	0.00	0.00%
Travel	1,763.00	89.74	1,673.26	94.91%
Trainings	36,000.00	21,462.28	14,537.72	40.38%
Rodeo and Conference	48,950.00	4,250.00	44,700.00	91.32%
Total Operating	140,250.00	60,079.73	80,170.27	57.16%

NMTA OPERATING EXPENSES	Annual Budget	YTD ACTUAL	DIFFERENCE	VARIANCE %
Administrator - 2	8,101.00	5,350.15	2,750.85	33.96%
Employment Taxes - 2	2,226.00	1,493.59	732.41	32.90%
Postage - 2	25.00	0.00	25.00	100.00%
Cell Phone - 2	250.00	168.11	81.89	32.76%
Audit - 2	3,050.00	4,277.00	-1,227.00	-40.23%
Contract Services - 2	2,000.00	894.35	1,105.65	55.28%
Insurance - 2	900.00	197.50	702.50	78.06%
Office Supplies - 2	180.00	0.00	180.00	100.00%
Travel - 2	704.00	22.44	681.56	96.81%
Training - 2	349.00	0.00	349.00	100.00%
NMTA Meetings/Retreat	1,100.00	201.67	898.33	81.67%
Rodeo & Conference	3,500.00	0.00	3,500.00	100.00%
National Rodeo Winners Sponsorship	7,045.00	0.00	7,045.00	100.00%
Legislative Services	12,000.00	6,500.00	5,500.00	45.83%
Legislative Advocacy	8,000.00	0.00	8,000.00	100.00%
Total Operating	49,430.00	19,104.81	30,325.19	61.35%

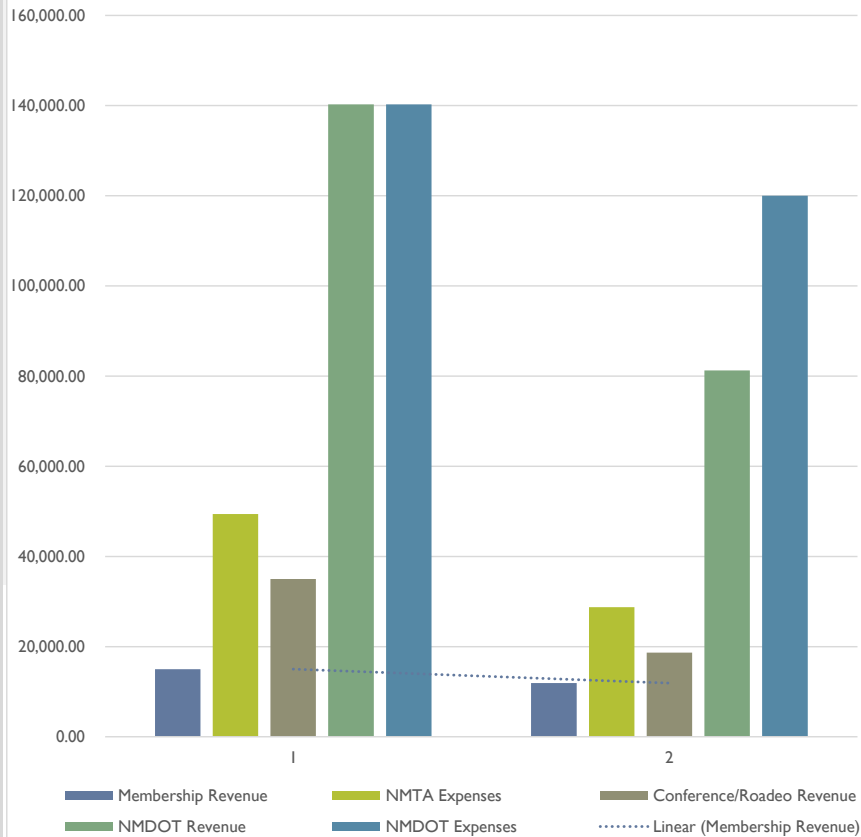
NMTA Monthly Activity Report

March 2023

Line Item	Credits	Debits	Comments
Income:			
NMTA Deposits:			
NMDOT Reimbursements	14,379.18		January 2023 Reimbursement
Member Dues Deposits	1,200.00		Golden Spread, Portales, Zuni
Conference/Road-eo deposits:	17,525.00		
			\$40,000 transfer from savings to checking to cover conference expenses and \$129.01 credit for comp room due to surpassing hotel pickup goal
Misc. Deposits	<u>40,129.01</u>		
Total Deposits:	73,233.19		
Expenses:			
NMDOT Reimbursable Expenses:			
Administrator - 1		3,128.57	
Employment Taxes - 1		971.24	
Postage - 1		0.00	
Cell Phone - 1		85.78	
Audit - 1		0.00	
Contract Services - 1		0.00	
Dues and Subscriptions - 1		21.50	
Equipment		0.00	
Insurance - 1		388.32	Special Event Insurance Policy for Rodeo
Occupancy Cost		80.00	
Printing		3,063.00	Printing of agendas and breakout session handouts
Office Supplies - 1		679.54	Office Supplies needed for conference
Training - 1		6,088.67	
Travel - 1		0.00	
Rodeo/Conference - 1		45,401.28	Deposit for Rio Rancho Event Center, Final payment for Santa Ana Star Hotel
Total NMDOT Reimbursable Expenses:		59,907.90	
NMTA Expenses:			
Administrator - 2		782.15	
Employment Taxes - 2		242.81	
Postage - 2		0.00	
Cell Phone - 2		21.45	
Audit - 2		0.00	
Contract Services - 2		0.00	
Insurance - 2		388.32	Special Event Insurance Policy for Rodeo
Office Supplies - 2		169.88	
Travel - 2		0.00	
Rodeo/Conference - 2		6,300.91	Conf. bags, conf. bag stuffers, vendor gift cards (paid by vendors), NMTA giveaway, state/rodeo awards, rodeo t-shirts
National Rodeo Winners Sponsorship		425.00	CTAA Rodeo Registration for Paratransit winner
NMTA Meetings		0.00	
Legislative Services		1,300.00	Services Rendered in February 2023
Legislative Advocacy Plan		<u>0.00</u>	
Total NMTA Expenses:		9,630.52	

BUDGET TOTALS	ESTIMATED	YTD ACTUAL	DIFFERENCE
Membership Revenue	15,000.00	11,904.30	(3,095.70)
Conference/Rodeo Revenue	35,000.00	18,650.00	(16,350.00)
NMDOT Revenue	140,250.00	81,259.44	(58,990.56)
NMDOT Expenses	140,250.00	119,987.96	(20,262.04)
NMTA Expenses	49,430.00	28,735.33	(20,694.67)
Balance (Income minus Expenses)	379,930.00	260,537.03	(119,392.97)

BUDGET OVERVIEW



Bank Reconciled Balances:

B of A Checking	\$6,428.57
B of A Savings	\$8,122.42
Combined total:	\$14,550.99

INCOME	ESTIMATED	YTD ACTUAL	DIFFERENCE	VARIANCE %
Membership Revenue	15,000.00	11,904.30	(3,095.70)	-20.64%
Conference/Rodeo Revenue	35,000.00	18,650.00	(16,350.00)	-46.71%
NMDOT Revenue	140,250.00	81,259.44	(58,990.56)	-42.06%
Total	190,250.00	111,813.74	(78,436.26)	-41.23%

NMDOT OPERATING EXPENSES	Annual Budget	YTD ACTUAL	DIFFERENCE	VARIANCE %
Administrator	32,405.00	24,527.59	7,877.41	24.31%
Administrative Prof. Development	0.00	0.00	0.00	0.00%
Employment Taxes	8,902.00	6,943.40	1,958.60	22.00%
Internet Subscription Service	0.00	0.00	0.00	0.00%
Postage	100.00	0.00	100.00	0.00%
Cell Phone	1,000.00	758.11	241.89	24.19%
Audit	3,050.00	3,050.00	0.00	0.00%
Advertisement	0.00	0.00	0.00	0.00%
Contract Services	2,000.00	894.31	1,105.69	55.28%
Dues and Subscriptions	1,500.00	1,473.89	26.11	1.74%
Equipment	0.00	0.00	0.00	0.00%
Insurance	900.00	585.82	314.18	34.91%
Occupancy Costs	960.00	720.00	240.00	25.00%
Printing/Copying	3,063.33	3,063.33	0.00	0.00%
Office Supplies	720.00	679.54	40.46	5.62%
Office Furniture	0.00	0.00	0.00	0.00%
Travel	1,763.00	89.74	1,673.26	94.91%
Trainings	57,635.39	27,550.95	30,084.44	52.20%
Rodeo and Conference	51,001.28	49,651.28	1,350.00	2.65%
Total Operating	165,000.00	119,987.96	45,012.04	27.28%

NMTA OPERATING EXPENSES	Annual Budget	YTD ACTUAL	DIFFERENCE	VARIANCE %
Administrator - 2	8,101.00	6,132.30	1,968.70	24.30%
Employment Taxes - 2	2,226.00	1,736.40	489.60	21.99%
Postage - 2	25.00	0.00	25.00	100.00%
Cell Phone - 2	250.00	189.56	60.44	24.18%
Audit - 2	3,050.00	4,277.00	-1,227.00	-40.23%
Contract Services - 2	2,000.00	894.35	1,105.65	55.28%
Insurance - 2	900.00	585.82	314.18	34.91%
Office Supplies - 2	180.00	169.88	10.12	5.62%
Travel - 2	704.00	22.44	681.56	96.81%
Training - 2	349.00	0.00	349.00	100.00%
NMTA Meetings/Retreat	1,100.00	201.67	898.33	81.67%
Rodeo & Conference	3,500.00	6,300.91	-2,800.91	-80.03%
National Rodeo Winners Sponsorship	7,045.00	425.00	6,620.00	93.97%
Legislative Services	12,000.00	7,800.00	4,200.00	35.00%
Legislative Advocacy	8,000.00	0.00	8,000.00	100.00%
Total Operating	49,430.00	28,735.33	20,694.67	41.87%

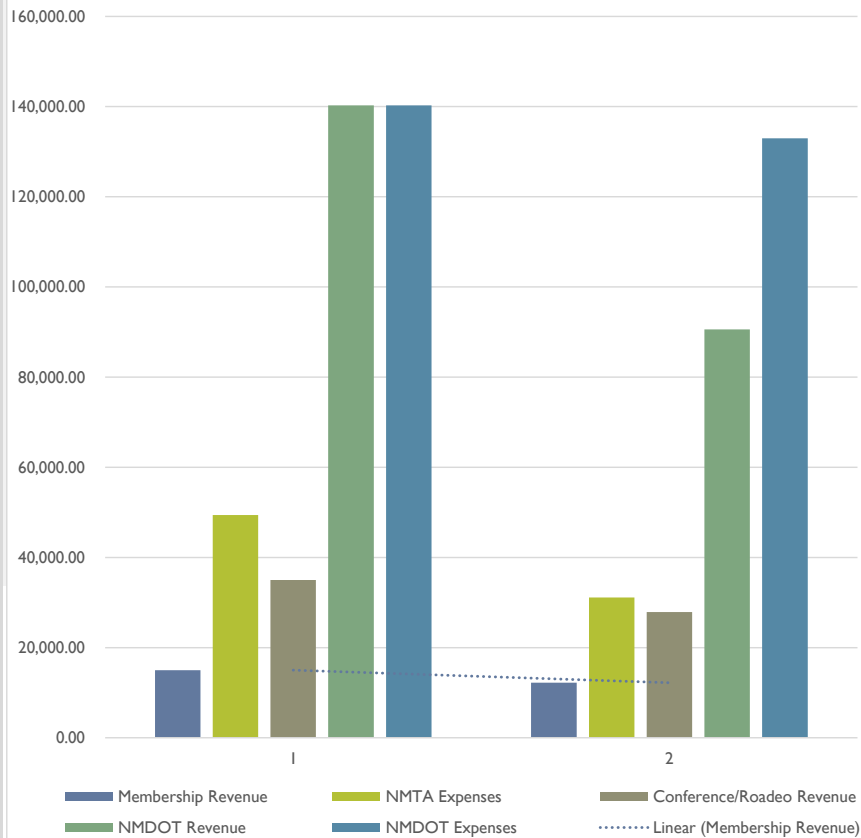
NMTA Monthly Activity Report

April 2023

Line Item	Credits	Debits	Comments
Income:			
NMTA Deposits:			
NMDOT Reimbursements	9,316.39		February 2023 Reimbursement
Member Dues Deposits	300.00		AARP
Conference/Road-eo deposits:	9,225.00		
Misc. Deposits	<u>0.00</u>		
Total Deposits:	18,841.39		
Expenses:			
NMDOT Reimbursable Expenses:			
Administrator - 1		3,024.12	
Employment Taxes - 1		922.08	
Postage - 1		0.00	
Cell Phone - 1		85.71	
Audit - 1		0.00	
Contract Services - 1		67.34	payroll services for March 2023
Dues and Subscriptions - 1		21.50	
Equipment		0.00	
Insurance - 1		0.00	
Occupancy Cost		160.00	Storage rental fee for April and May
Printing		0.00	
Office Supplies - 1		0.00	
Training - 1		7,353.20	
Travel - 1		0.00	
			Final payment to Rio Rancho Event Center
Rodeo/Conference - 1		<u>1,350.00</u>	for Bus Rodeo
Total NMDOT Reimbursable Expenses:		12,983.95	
NMTA Expenses:			
Administrator - 2		756.02	
Employment Taxes - 2		230.52	
Postage - 2		0.00	
Cell Phone - 2		21.43	
Audit - 2		0.00	
Contract Services - 2		67.35	payroll services for March 2023
Insurance - 2		0.00	
Office Supplies - 2		0.00	
Travel - 2		0.00	
Rodeo/Conference - 2		0.00	
National Rodeo Winners Sponsorship		0.00	
NMTA Meetings		0.00	
Legislative Services		1,300.00	Services Rendered in March 2023
Legislative Advocacy Plan		<u>0.00</u>	
Total NMTA Expenses:		2,375.32	

BUDGET TOTALS	ESTIMATED	YTD ACTUAL	DIFFERENCE
Membership Revenue	15,000.00	12,204.30	(2,795.70)
Conference/Rodeo Revenue	35,000.00	27,875.00	(7,125.00)
NMDOT Revenue	140,250.00	90,575.83	(49,674.17)
NMDOT Expenses	140,250.00	132,971.91	(7,278.09)
NMTA Expenses	49,430.00	31,110.65	(18,319.35)
Balance (Income minus Expenses)	379,930.00	294,737.69	(85,192.31)

BUDGET OVERVIEW



Bank Reconciled Balances:

B of A Checking	\$9,585.69
B of A Savings	\$8,122.62
Combined total:	\$17,708.31

INCOME	ESTIMATED	YTD ACTUAL	DIFFERENCE	VARIANCE %
Membership Revenue	15,000.00	12,204.30	(2,795.70)	-18.64%
Conference/Rodeo Revenue	35,000.00	27,875.00	(7,125.00)	-20.36%
NMDOT Revenue	140,250.00	90,575.83	(49,674.17)	-35.42%
Total	190,250.00	130,655.13	(59,594.87)	-31.32%

NMDOT OPERATING EXPENSES	Annual Budget	YTD ACTUAL	DIFFERENCE	VARIANCE %
Administrator	32,405.00	27,551.71	4,853.29	14.98%
Administrative Prof. Development	0.00	0.00	0.00	0.00%
Employment Taxes	8,902.00	7,865.48	1,036.52	11.64%
Internet Subscription Service	0.00	0.00	0.00	0.00%
Postage	100.00	0.00	100.00	0.00%
Cell Phone	1,000.00	843.82	156.18	15.62%
Audit	3,050.00	3,050.00	0.00	0.00%
Advertisement	0.00	0.00	0.00	0.00%
Contract Services	2,000.00	961.65	1,038.35	51.92%
Dues and Subscriptions	1,500.00	1,495.39	4.61	0.31%
Equipment	0.00	0.00	0.00	0.00%
Insurance	900.00	585.82	314.18	34.91%
Occupancy Costs	960.00	880.00	80.00	8.33%
Printing/Copying	3,063.33	3,063.33	0.00	0.00%
Office Supplies	720.00	679.54	40.46	5.62%
Office Furniture	0.00	0.00	0.00	0.00%
Travel	1,763.00	89.74	1,673.26	94.91%
Trainings	57,635.39	34,904.15	22,731.24	39.44%
Rodeo and Conference	51,001.28	51,001.28	0.00	0.00%
Total Operating	165,000.00	132,971.91	32,028.09	19.41%

NMTA OPERATING EXPENSES	Annual Budget	YTD ACTUAL	DIFFERENCE	VARIANCE %
Administrator - 2	8,101.00	6,888.32	1,212.68	14.97%
Employment Taxes - 2	2,226.00	1,966.92	259.08	11.64%
Postage - 2	25.00	0.00	25.00	100.00%
Cell Phone - 2	250.00	210.99	39.01	15.60%
Audit - 2	3,050.00	4,277.00	-1,227.00	-40.23%
Contract Services - 2	2,000.00	961.70	1,038.30	51.92%
Insurance - 2	900.00	585.82	314.18	34.91%
Office Supplies - 2	180.00	169.88	10.12	5.62%
Travel - 2	704.00	22.44	681.56	96.81%
Training - 2	349.00	0.00	349.00	100.00%
NMTA Meetings/Retreat	1,100.00	201.67	898.33	81.67%
Rodeo & Conference	3,500.00	6,300.91	-2,800.91	-80.03%
National Rodeo Winners Sponsorship	7,045.00	425.00	6,620.00	93.97%
Legislative Services	12,000.00	9,100.00	2,900.00	24.17%
Legislative Advocacy	8,000.00	0.00	8,000.00	100.00%
Total Operating	49,430.00	31,110.65	18,319.35	37.06%

NAME: NM Transit Association

Proposed Budgets

FY (fiscal year): 2024

R o w #	B		D			Comments:
	BUDGET LINE ITEM CATEGORY	Match %	FY 2024 NMDOT Requested Budget Share	FY 2024 Proposed NMTA Share	Proposed Budget TOTAL	
1	Administrator	80/20 match	36,616.00	9,154.00	45,770.00	Estimate of increase to show possible 7% salary increase
2	Administrator Professional Development		0.00	0.00	0.00	
3	Employment Taxes	80/20 match	10,339.00	2,589.00	12,928.00	Estimate of payroll tax increase to accommodate salary increase
4	Internet Subscription		0.00	0.00	0.00	
5	Postage	80/20 match	100.00	25.00	125.00	
6	Cell Phone	80/20 match	1,000.00	250.00	1,250.00	
7	Audit	50/50 match	3,965.00	3,965.00	7,930.00	Estimate of increase in audit cost propsed in 2022
8	Advertisement		0.00	0.00	0.00	
9	Contract Services	50/50 match	2,000.00	1,500.00	3,500.00	
10	Dues & Subscriptions		1,500.00	0.00	1,500.00	
11	Equipment		0.00	0.00	0.00	
12	Insurance	50/50 match	900.00	900.00	1,800.00	
13	Occupancy Costs		960.00	0.00	960.00	
14	Printing / Copying		2,500.00	0.00	2,500.00	Increase due to higher cost to print agendas and items for the conference
15	Office Supplies	80/20 match	720.00	180.00	900.00	
16	Office Furniture		0.00	0.00	0.00	
17	Travel	80/20 match	1,000.00	380.00	1,380.00	
18	Training		53,400.00	349.00	53,749.00	
19	Rodeo & Conferences		50,000.00	3,500.00	53,500.00	
20	National Rodeo Winners Sponsorship			7,045.00	7,045.00	
	NMTA Meetings and Retreat			1,100.00	1,100.00	
	Legislative Services			10,000.00	10,000.00	6 months of Legislative services with JD Bullington
	Legislative Advocacy			10,000.00	10,000.00	
	APTA Legislative Advocay Grant					
21	TOTALS		165,000.00	50,937.00	215,937.00	

Revenue Rec'd in FY2023:		
Member Dues	\$11,800.00	Amt. rec'd to date, outstanding amt. is \$2,600.00
Manager's Conference		0 Included in Annual Road-eo, Conference and Expo total below
Annual Road-eo, Conference, Expo	\$28,675.00	Amt. rec'd to date, outstanding amt. is \$7,700.00
Net Revenue	\$40,475.00	

Anticipated Revenue for FY2024		
Member Dues	\$14,500.00	
Manager's Conference	\$10,000.00	
Annual Road-eo, Conference, Expo	\$27,000.00	
Net Revenue	\$51,500.00	

NAME: NM Transit Association

Approved NMDOT and NMTA Budgets

FY (fiscal year): 2023

B		D	
BUDGET LINE ITEM CATEGORY	Match %	NMDOT Approved Budget Share	NMTA Approved Share
Administrator	80/20 match	32,405.00	8,101.00
Administrator Professional Development		0.00	0.00
Employment Taxes	80/20 match	8,902.00	2,226.00
Internet Subscription		0.00	0.00
Postage	80/20 match	100.00	25.00
Cell Phone	80/20 match	1,000.00	250.00
Audit	50/50 match	3,050.00	3,050.00
Advertisement		0.00	0.00
Contract Services	50/50 match	2,000.00	2,000.00
Dues & Subscriptions		1,500.00	0.00
Equipment		0.00	0.00
Insurance	50/50 match	900.00	900.00
Occupancy Costs		960.00	0.00
Printing / Copying		2,000.00	0.00
Office Supplies	80/20 match	720.00	180.00
Office Furniture		0.00	0.00
Travel	80/20 match	1,763.00	704.00
Training		60,750.00	349.00
Roaddeo & Conferences		48,950.00	3,500.00
Conference Prizes			7,045.00
NMTA Meetings and Retreat			1,100.00
Legislative Services			12,000.00
Legislative Advocay Plan			8,000.00
APTA Legislative Advocay Grant			
TOTALS		165,000.00	49,430.00

The Mission of New Mexico Transit Association is to:

- Maximize New Mexico's use of Appointed Federal Funding in Federal Transit Administration's transit reauthorizations
- Find a sustainable, permanent funding source for all public transit providers
- Create a seamless, state-of-the-art, coordinated transportation network which serves citizens from all types of communities, and provides diverse opportunities for multi-modalism
- Expand public transit service and multi-modal opportunities for all citizens across the state.

Contact Us

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*Help Drive
New Mexico
Public Transportation
Into the Future*



Our Goals

- I. **Participation** – NMTA believes that our success depends on the active participation of our membership. We believe that a strong and committed membership will ensure that we are adequately addressing the needs and issues of rural, urban, tribal, and suburban regions of New Mexico. An active transportation association is essential in determining successful outcomes.
- II. **Effective Professional Training** – NMTA recognizes the value of providing training for association members. To attain this goal we offer frequent and diverse opportunities for training and education. NMTA attracts and utilizes only the very best in training services to provide our members with quality continuing education and certification.
- III. **Advocacy** – NMTA believes in the power of public transportation to increase the quality of life of New Mexicans. As the collective voice of the public transit sector, we are committed to fostering a positive and progressive partnership with NMDOT, the transit community, and the public, to further the development and expansion of public transit in New Mexico. We are striving to make successful public transportation a reality for all communities by encouraging financial investment in all forms of public transportation.

Benefits of NMTA Membership

Continuing Education and Professional Development Training

NMTA hosts quarterly training sessions and the annual transit conference to bring commuters, transit industries, transportation providers, managers, and drivers together for professional workshops, training, and networking opportunities.

Policy Formation and Governmental Relations

NMTA works strategically with lawmakers, state officials, and the public at-large to accomplish positive and progressive policy initiatives that benefit all transit providers and the citizens who utilize public transit.

Liaison with National Associations

The New Mexico Transit Association is a member of the American Public Transportation Association, the Community Transportation of America, and the Southwest Transit Association. In addition, the NMTA works closely with the Federal Transit Administration, the Federal Highway Administration, the New Mexico Department of Transportation, and the Congressional and Senate members who represent New Mexico.

Who We Are

The New Mexico Transit Association - a non-profit corporation established in 1987 - represents public transportation providers, transit sector industries, and various non-profit organizations concerned about public transportation issues. NMTA is the most prominent and vocal advocate for all issues related to public transportation in New Mexico. NMTA provides a variety of vital services for its members, and acts as the collective voice of the public transportation sector.

The Public Transportation Situation in New Mexico

New Mexico is a state on the move. There are dozens of public transportation programs in our State providing over 18.5 million passenger trips per year. They provide a variety of essential multimodal services to the public, seniors, disabled individuals, low-income, students, and those without access to a personal vehicle or for those who choose not to own a personal vehicle. These services provide demand response, fixed route, shuttle, park & ride, commuter, rideshare, and specialized services to New Mexico residents. Currently, the majority of these services are funded through the sole participation of local governments who provide local match funding to access available funding from the Federal Transit Administration (FTA). The New Mexico Department of Transportation – Transit and Rail Division administers the federal transit funding that New Mexico receives from FTA. Twenty-six out of thirty-three counties have some form of public transportation. There are urban transportation systems that operate in Albuquerque, Los Lunas, Santa Fe, Farmington, and Las Cruces. The remaining services provide rural public transportation and enhanced mobility to seniors and individuals with disabilities.



Flora S. Montoya

Administrative Manager

Strategic | Achiever | Developer | Adaptability | Positivity

Flora S. Montoya is employed with the City of Santa Fe, serving as Administrative Manager. Flora leads supervising and evaluating staff to ensure that policies, procedures, rules, and regulations are enforced. She also prepares and reviews PADPs (Performance Appraisal Development Plans), and interviews and hires new personnel.

Flora honed her expertise in customer centricity through her previous work experience. She has 20 years of experience in the transportation field. Prior to joining the City of Santa Fe, Flora worked at the College of Santa Fe, assisting parents and students with their financial accounts. She was also an educational assistant at Santa Fe Public Schools, where she assisted in supervising children, providing reading instruction, teaching math, literacy, reading, science, and history. Additionally, she trained students and teachers on new or upgraded software that was implemented.

CONTACT FLORA S. MONTOYA AT: fsmontoya@santafenm.gov | +1-505-955-2053

2023 Managers Leadership, Conference and Road-eo Expenses

		NMDOT Reimbursed	NMTA Expense
Venue			
Santa Ana Star Hotel	Conference Venue - conference meeting package	44,651.28	
Rio Rancho Event Center	Road-eo Venue - meeting package	6,350.00	
Session Presenters			
Masters Performance Improvement	Keynote and breakout session presenter: Andy Masters	5,927.43	
Stacey Palacios -	Panel presenter for Transitioning to Low to Zero Emission	663.53	
Texas A&M	Keeping Drivers session and Accessible Transit Info for Riders with Disabilities session	689.67	
ATU Local 382	Panel presenter for Transitioning to Low to Zero Emission - travel exp. For Norman Blessant	1,391.88	
CUTR	Roberta Yegidis to present at Managers' Conference and 3 breakout sessions on Monday, Mary 20th		
Misc. Expenses			
Office Supplies	Markers to mark roadeo course, wooden dowels for course signage, badge holders, air horns, stopwatches for Roadeo, etc.	679.54	169.88
Accolade's Advertising	Conference Bags	549.60	
Accolade's Advertising	Swag for Conference bags		1,834.22
B & D Trophies	Road-eo awards and state awards	-	267.76
Ink Theory	Road-eo T-shirts	-	1,307.49
The Printer's Press	175 conference agendas, 60 Managers Leadership Handouts and breakout session handouts	3,063.33	
Active Ink	Printing Nametags for all events	550.00	
Costco	Galaxy Tablet (NMTA Drawing Giveaway Prize)	-	234.79
Slate Street	Lunch for Roadeo Setup on March 10th		135.25
Juniper Steakhouse	Dinner for Volunteers	-	234.97
Totals		64,516.26	4,184.36

2023 Confernce and Road-eo Revenue
Total Revenue:

Vendors/Exhibitors: \$15,000.00

Attendees: \$22,075.00

Total Revenue: \$37,075.00

Less Total Expenses - NMTA

is not reimbursed for by

NMDOT -\$4,184.36
Net Revenue: \$32,890.64