



San Miguel Authority for Regional Transportation
Board of Directors Meeting Agenda
Thursday November 10th, 2022
3 p.m.

This meeting will be held virtually:
Please join the meeting from your computer, tablet or smartphone.

<https://us02web.zoom.us/j/81739703954?pwd=eVErOHZ5ZU5tN1pXSnQwK3hWRnN2QT09>

Meeting ID: 817 3970 3954

Passcode: 630657

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Item No.	Presenter	Item Type	Topic	Packet Page	Time (minutes)
1.	-	-	Public Comment	-	5
2.	Board	Meeting Resolution	Resolution 2022-17, Part 1a, regarding the Review and Approval of the November 10th, 2022, Agenda and Consent Items and Part 1b, regarding the Review and Approval of the October 13 th , 2022 Meeting Minutes	6	5
3.	Averill	Action	Resolution 2022-18 Approving an MOU with Continuum of Colorado Inc. and the Colorado Department of Transportation for the Transfer of a transit vehicle	7	10
4.	Averill	Discussion	3 rd Quarter 2022 Performance Report	13	10
5.	Averill	Discussion	3 rd Quarter 2022 Financials Report	15	10
6.	Averill	Discussion	DRAFT FY23 Capital Plan discussion	18	15
7.	Distefano	Report	October Operations Update	21	15
8.	Averill	Report	Executive Directors Report	35	5
9.	All	Report	Round Table Updates and Reports	-	

10.	-	Executive Session	Executive Session pursuant to C.R.S. 24-6-402 4(a) and 4(e) (I), (Open Meetings Law) and Sections 6.09 (a) (1) and (a) (5) of the SMART Bylaws for the purpose of: determining positions that may be subject to negotiations, developing strategy for negotiations and instructing negotiators regarding possible acquisition of real property to discuss potential real estate transaction.	-	-
11.	-	Executive Session	Executive Session pursuant to C.R.S. 24-6-402(4)(f) to Discuss Personnel Matters for Which the Employee has Consented: Executive Director Performance Review	-	-

GLOSSARY

5304	FTA program funding for multimodal transportation planning (jointly administered with FHWA) in metropolitan areas and States
5311	FTA program funding for rural and small Urban Areas (Non-Urbanized Areas)
5339	FTA program funding for buses and bus facilities
AAC	SMART Administrative Advisory Committee
ADA	Americans with Disabilities Act of 1990
AIS	Agenda Item Summary
CAAA	Clean Air Act Amendments of 1990 (federal)
CAC	SMART Community Advisory Committee
CDOT	Colorado Department of Transportation
CMAQ	Congestion Mitigation and Air Quality (a FHWA funding program)
DBE	Disadvantaged Business Enterprise
DOT	(United States) Department of Transportation
DTR	CDOT Division of Transit & Rail
FAST ACT	Fixing America's Surface Transportation Act (federal legislation, December 2015)
FASTER	Funding Advancements for Surface Transportation and Economic Recovery (Colorado's S.B. 09-108)
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year (October – September for federal funds; July to June for state funds; January to December for local funds)
FFY	Federal Fiscal Year
HOV	High Occupancy Vehicle
HUTF	Highway Users Tax Fund (the State's primary funding source for highways)
IGA	Inter-Governmental Agreement
ITS	Intelligent Transportation Systems
LRP or LRTP	Long Range Plan or Long Range Transportation Plan
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NAA	Non-Attainment Area (for certain air pollutants)
NAAQS	National Ambient Air Quality Standards
NEPA	National Environmental Policy Act
PPP (also P3)	Public Private Partnership
R3 or R5	Region 3 or Region 5 of the Colorado Department of Transportation
RPP	Regional Priority Program (a funding program of the Colorado Transportation Commission)
RSH	Revenue Service Hour
RSM	Revenue Service Mile
RTP	Regional Transportation Plan
SOV	Single Occupant Vehicle
STAC	State Transportation Advisory Committee
STIP	Statewide Transportation Improvement Program
TA (previously TAP)	Transportation Alternatives program (a FHWA funding program)
TC	Transportation Commission of Colorado
TIP	Transportation Improvement Program
Title VI	U.S. Civil Rights Act of 1964, prohibiting discrimination in connection with programs and activities receiving federal financial assistance
TPR	Transportation Planning Region (state-designated)
TRAC	Transit & Rail Advisory Committee (for CDOT)
VMT	Vehicle Miles Traveled



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11.	-	Executive Session	Executive Session pursuant to C.R.S. 24-6-402(4)(f) to Discuss Personnel Matters for Which the Employee has Consented: Executive Director Performance Review

**San Miguel Authority for Regional Transportation
Board of Directors Meeting October 13th, 2022 Regular Meeting
Virtual meeting minutes**

Member Directors Present: San Miguel County – Kris Holstrom and Lance Waring. Town of Telluride – Adrienne Christy and Mehan Fee.

Staff Present: David Averill and Kari Distefano (SMART). Kelly Kronenberg (Telluride Express).

Others: Jason Miller (Fehr and Peers), Julia Caufield (KOTO), Justin Criado (Telluride Daily Planet)

The meeting was called to order at 3:05 p.m.

Item 1: Public Comment

No public comment was offered.

Item 2: Resolution 2022-16 Part 1a, regarding the Review and Approval of the September 8th, 2022 Agenda and Consent Items and Part 1b, regarding the Review and Approval of August 11th, 2022 Meeting Minutes

Lance Waring moved to adopt Resolution 2022-16, parts 1a and 1b
Adrienne Christy seconded the motion.

A unanimous vote approved the motion.

Item 3: Update on Older Adults and Disabled Mobility Gaps Study

Item 4: DRAFT FY23 Budget Discussion

Averill recapped the September discussion on budget assumptions and presented a DRAFT operating budget for FY23. The DRAFT FY23 as presented accounted for anticipated increases in costs (fuel, labor, and maintenance) but also results in a balanced budget for the year. There were no significant questions or concerns raised by Board members.

Item 5: September 2022 Operations Update

Distefano presented the Operations report for September. Updates included a preview of the Fall Off-Season service schedule, an analysis of how many households in the SMART service area have access to SMART Routes, an update on planning for the Lawson Hill to Mountain Village service, marketing efforts, and a ridership report.

Item 6: Executive Directors Report

Averill gave updates on the Meadows Underpass design project, outside meetings and conferences, vehicle procurements, and a follow up on the FY21 financials Audit report..

Item 7: Round Table updates and reports

No round table updates or reports were offered.

Item 8. Executive Session

Executive Session pursuant to C.R.S. 24-6-402 4(a) and 4(e) (I), (Open Meetings Law) and Sections 6.09 (a) (1) and (a) (5) of the SMART Bylaws for the purpose of: determining positions that may be subject to negotiations, developing strategy for negotiations and instructing negotiators regarding possible acquisition of real property to discuss potential real estate transaction.

No action was taken during the Executive Session.

The meeting was adjourned at 4:45 p.m.

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL AUTHORITY FOR REGIONAL
TRANSPORTATION EVIDENCING ACTIONS TAKEN AT ITS NOVEMBER 10TH, 2022 REGULAR MEETING**

RESOLUTION NO. 2022-17

RECITALS:

WHEREAS, the San Miguel Authority for Regional Transportation (“SMART”) was approved by the registered electors of the Town of Telluride, Town of Mountain Village, Town of Rico, and that portion of the SMART combination that are within that part of the SMART boundaries located within unincorporated San Miguel County, pursuant to the Colorado Regional Transportation Authority Law, C.R.S. Title 43, Article 4, Part 6, at the general election held on November 8, 2016; and

WHEREAS, SMART is governed by the Colorado Regional Transportation Authority Law and SMART Intergovernmental Agreement (“SMART IGA”) conditionally approved by each of the governing bodies of the Town of Telluride, Town of Mountain Village, Town of Rico and San Miguel County pending approval by the registered electors at the November 8, 2016 general election; and

WHEREAS, the Board held a regular meeting on November 10th, 2022; and

WHEREAS, Section 3.09 of the SMART IGA requires all actions of the Board to be taken by written resolution; and

WHEREAS, the Board desires to take action on certain items set forth below in accordance with the SMART IGA.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN MIGUEL AUTHORITY FOR REGIONAL TRANSPORTATION AS FOLLOWS:

1. At its November 10th, 2022 regular meeting the Board took action on the following:
 - a. Approval of the November 10th, 2022 meeting agenda (Exhibit A)
 - b. Approval of the Board meeting minutes for the October 13th, 2022 regular meeting (Exhibit B)

ADOPTED AND APPROVED BY THE BOARD OF DIRECTORS OF THE SAN MIGUEL AUTHORITY FOR REGIONAL TRANSPORTATION AT A REGULAR PUBLIC MEETING THIS NOVEMBER 10TH, 2022, 2022.

Kris Holstrom, Board Chair

ATTEST:

David Averill, Executive Director

AGENDA ITEM SUMMARY (AIS)

San Miguel Authority for Regional Transportation



Meeting Date	Agenda Item	Submitted By
November 10 th , 2022	3	Averill
Objective/Requested Action		
Action is requested of the Board to approve a Memorandum of Understanding with CDOT and Continuum of Colorado Inc. for the purchase and transfer of ownership of one (1) cutaway bus to SMART.		Report Work Session Discussion X Action
Key Points		
Continuum of Colorado Inc. received a grant award from CDOT for the purchase of a cutaway type vehicle to be used in Continuum's human services transportation program. Continuum purchased a 2020 Elkhart ECII with the CDOT grant funds. Unfortunately, Continuum has since shut down its transportation program and no longer has a use for the vehicle. SMART is in need of revenue and backup vehicles to support its various services. SMART currently has three (3) 2021 Elkhart ECII cutaway buses which have proven to be good vehicles for our purposes. This additional vehicle will be used for both regular service and backup, and get SMART closer to the recommended FTA spare ratio of 20%. CDOT supports the transfer of the vehicle from Continuum to SMART.		
The vehicle does need some repairs (catalytic converter and a fuel tank) and will need to be brought up to SMART's specifications before we can put it into service. The intent would be that once SMART has secured ownership we will have the vehicle towed to Davey Coach in south Denver for the requisite repairs and upgrades.		
Committee Discussion		
NA		
Supporting Information		
NA		
Fiscal Impact		
The fiscal impact to SMART for the purchase of the vehicle will be approximately \$55,000 total.		
Advantages		
Acquiring this vehicle from Continuum has many advantages for SMART. As mentioned previously, it will be used in both regular revenue service as well as a backup when needed. The vehicle is suitable for several of our routes. Financially speaking, paying out Continuum for their remaining local match and making the required repairs and upgrades to bring the vehicle up to our current specifications is cost effective vs. paying full price for a new bus. The vehicle is low mileage and has been well maintained. Finally, given the state of the supply chain and extended delivery horizons, the timing couldn't be better to transfer a slightly used vehicle from another Colorado agency.		
Disadvantages		
None noted.		
Analysis/Recommendation(s)		
Staff recommends that SMART enter into the MOU with CDOT and Continuum of Colorado, Inc to acquire the vehicle.		
Attachments		
Attachment A: MOU with CDOT and Continuum of Colorado, Inc. for the transfer of the vehicle		

**Memorandum of Understanding
Between the Colorado Department of Transportation, Continuum of Colorado, Inc.,
and the San Miguel Authority for Regional Transportation**

This Memorandum of Understanding (“MOU”), between THE COLORADO DEPARTMENT OF TRANSPORTATION (“CDOT”), CONTINUUM OF COLORADO, INC. (“CONTINUUM”), and the SAN MIGUEL AUTHORITY FOR REGIONAL TRANSPORTATION (“SMART”) sets forth a shared understanding regarding disposition of one (1) transit vehicle and spare parts as set forth below. CDOT, CONTINUUM, and SMART may also hereinafter be referred to individually as “Party” or jointly as “Parties”.

Recitals:

1. By the authority provided in 49 U.S.C. Section 53 and related guidance provided in Federal Transit Administration Circular 5010.1E, Part III-4c, transit agencies may transfer property to other transit agencies.
2. Continuum wishes to dispose of one (1) transit vehicle and spare parts, with no express or implied warranties, and SMART desires to receive one vehicle from Continuum.

NOW THEREFORE, in consideration of the mutual benefits to be derived, upon execution of this MOU, the Parties agree as follows:

1. San Miguel Authority for Regional Transportation will compensate Continuum \$0 per unit to transfer the vehicle(s) described below:

Unit #	VIN	Model Year	Manufacturer	Lienholder - Title #
912	1FDFE4FS8KDC47690	2020	ELKHART COACH ECII	Colorado Department of Transportation - 004466449

2. Within thirty (30) days of execution of this Agreement, the following steps set forth in section 3, 4 and 5 below will be completed to transfer ownership of the above-listed vehicle(s) to SMART:
3. Continuum will:
 - a. Submit Disposition Concurrence Request and Disposition Authorizations to CDOT via COTRAMS, which CDOT will promptly review and approve;
 - b. Assemble and sign the vehicle title(s) in its possession or control and provide the title(s) to SMART at the time of vehicle transfer;
 - c. Transfer the vehicle(s) to SMART, as mutually agreed upon between Continuum and SMART; provide SMART with copies of prior maintenance and repair records for the vehicle(s), in paper or electronic form. Once completed, SMART will certify in writing to both Continuum and CDOT that SMART has taken possession of the vehicle(s).
4. CDOT will:

- a. Gather the Division of Motor Vehicles (“DMV”) vehicle title(s) in its possession, process the Lien Records Release, sign all such title(s) over to Continuum, and provide the title(s) to Continuum;
- b. As vehicle title(s) is received from the DMV by CDOT, CDOT will create Capital Inventory records in COTRAMS and enter the title information, as well as other basic vehicle information, and notify SMART that the records have been created; and
- c. Keep the vehicle titles it receives from the DMV until such time as the vehicle(s) is disposed of by SMART.

5. SMART will:

- a. Update the title records with the DMV;
- b. Take the title(s) to the DMV, register the vehicle(s) under SMART ownership, and pay any and all fees associated with the transfer of title(s) and registration;
- c. For a vehicle(s) where CDOT is the current lienholder, SMART will also have CDOT listed as the first lienholder on the updated title;
- d. Timely enter other relevant information in the COTRAMS Capital Inventory records, including current mileage information;
- e. Within forty-five (45) days of taking possession of the above-listed vehicle(s) from Continuum, SMART shall ensure that the vehicle(s) is identified as a SMART operating vehicle(s), using standard SMART vehicle decals, logos, numbering, or other standard agency vehicle identification signage;
- f. SMART agrees to continue to comply with federal and/or state requirements and ensure that all of the above-listed vehicles that have a federal interest and/or state interest remaining are used for the purpose of the original grants, and specifically for the transportation of the public.

6. Term This Agreement shall terminate upon the Parties’ completion of all items identified in section 3, 4 and 5 above.

7. Contacts

For CDOT:

Amber Blake
Colorado Department of Transportation
Director, Division of Transit and Rail
2829 West Howard Place
Denver, CO 80204
303-757-9008
amber.blake@state.co.us

For Continuum:

Alexa Lanpher
Executive Director
Continuum of Colorado, Inc.
14280 E. Jewell Ave., Suite B
Aurora, CO 80012
303-214-3370
a.lanpher@continuumcolo.org

For SMART:

David Averill
Executive Director
San Miguel Authority for Regional Transportation
137 Society Drive, Unit B
Telluride, CO 81435
970-239-6034
david.averill@smarttelluride.com

8. No Third-Party Beneficiary

It is expressly understood and agreed that the enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties hereto, and nothing contained in this MOU shall give or allow any such claim of right of action by any other or third person or entity on such MOU. It is the express intent of the Parties hereto that any person or entity, other than the Parties to this MOU, receiving services or benefits under this MOU shall be deemed incidental beneficiaries only.

9. Modifications

Except as otherwise provided in this MOU, any modification to this MOU shall only be effective if agreed to in a formal amendment to this Contract, properly executed and approved in accordance with applicable Colorado State law and State Fiscal Rules. Modifications permitted under this Contract, other than contract amendments, shall conform to the policies issued by the Colorado State Controller.

10. Applicable Law

The laws of the State of Colorado and rules and regulations issued pursuant thereto shall be applied in the interpretation, execution and enforcement of this MOU, and any legal action concerning the provisions hereof shall be brought in the City and County of Denver, State of Colorado. Any provision of this MOU, whether or not incorporated herein by reference, which provides for arbitration by any extra-judicial body or person or which is otherwise in conflict with said laws, rules and regulation shall be considered null and void. Nothing contained in any provision incorporated herein by reference which purports to negate this or any other special provision in whole or in part shall be valid or enforceable or available in any action at law whether by way of compliant, defense or otherwise. Any provision rendered null and void by operation of this provision will not invalidate the remainder of the MOU to the extent that this MOU is capable of execution.

11. Signature Authority

Each Party represents and warrants that it has taken all actions that are necessary or that are required by its respective procedures and applicable law to legally authorize the undersigned signatory for that Party to execute this MOU on behalf of the Party and to bind the Party to its terms.

THE REST OF THIS PAGE IS INTENTIONALLY LEFT BLANK

**THE PARTIES HERETO HAVE EXECUTED THIS MEMORANDUM OF
UNDERSTANDING**

Each person signing this MOU represents and warrants that the signer is duly authorized to execute this MOU and to bind the Party authorizing such signature.

<p style="text-align: center;">CONTINUUM OF COLORADO, INC.</p> <hr style="width: 80%; margin: 10px auto;"/> <p style="text-align: center;">By: Alexa Lanpher, Executive Director</p> <p style="text-align: center;">Date: _____</p>	<p style="text-align: center;">SAN MIGUEL AUTHORITY FOR REGIONAL TRANSPORTATION</p> <hr style="width: 80%; margin: 10px auto;"/> <p style="text-align: center;">By: David Averill, Executive Director</p> <p style="text-align: center;">Date: _____</p>
Empty space for Continuum of Colorado, Inc. signature	<p style="text-align: center;">STATE OF COLORADO Jared S. Polis, Governor Department of Transportation Shoshana M. Lew, Executive Director</p> <hr style="width: 80%; margin: 10px auto;"/> <p style="text-align: center;">By: Amber Blake, Director, Division of Transit & Rail</p> <p style="text-align: center;">Date: _____</p>

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL AUTHORITY FOR REGIONAL TRANSPORTATION
APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE COLORADO DEPARTMENT OF TRANSPORTATION
AND CONTINUUM OF COLORADO, INC FOR THE TRANSFER OF A TRANSIT VEHICLE**

RESOLUTION 2022-18

RECITALS:

WHEREAS, SMART has a need for transit vehicles to support its growing operations;

WHEREAS, Continuum of Colorado Inc. has agreed to transfer ownership of a CDOT grant funded vehicle previously used for its transportation program to SMART for an amount equal to the remaining local financial interest in the vehicle;

WHEREAS, CDOT has a goal of ensuring that transit vehicles that it funds through its grant programs be used to their fullest potential and thereby supports the transfer of the vehicle to SMART;

WHEREAS, SMART desires to obtain all right, title, and remaining local interest in the vehicle;

WHEREAS, CDOT, Continuum of Colorado Inc. and SMART have developed a Memorandum of Understanding to establish mutually agreeable terms for the transfer of the vehicle;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN MIGUEL AUTHORITY FOR REGIONAL TRANSPORTATION:

1. **THAT**, for the purpose of transferring vehicle ownership to SMART, the Memorandum of Understanding between CDOT, Continuum of Colorado Inc. and SMART that is attached to this resolution as Exhibit A is approved.

ADOPTED AND APPROVED BY THE BOARD OF DIRECTORS OF THE SAN MIGUEL AUTHORITY FOR REGIONAL TRANSPORTATION AT A REGULAR PUBLIC MEETING THIS 10TH DAY OF NOVEMBER, 2022.

Kris Holstrom, Board Chair

ATTEST:

David Averill, Executive Director

AGENDA ITEM SUMMARY (AIS)

San Miguel Authority for Regional Transportation



Meeting Date	Agenda Item	Submitted By
November 10th, 2022	4	D.Averill
Objective/Requested Action		
This is a discussion item to review the 3rd Quarter of 2022 Performance Report.		Report Work Session X Discussion Action
Key Points		
Highlights and comparisons to Q2 of 2022: <ul style="list-style-type: none"> - Ridership is up on all routes – in some cases significantly - Cost per passenger trip is down on each route - Uptick in road calls on the Norwood route is concerning and indicative of older rolling stock - Uptick in passenger complaints is something to keep an eye on. Its not a large number vs. the amount of service we are providing but is something that we are monitoring. 		
Committee Discussion		
NA		
Supporting Information		
NA		
Fiscal Impact		
NA		
Advantages		
None noted.		
Disadvantages		
None Noted.		
Analysis/Recommendation(s)		
NA		
Attachments		
SMART Performance Report for 3rd Quarter 2022		

SMART Performance Measures - 3rd Quarter 2022

PM Category: Service Delivery

Measure	Norwood 2nd Q 2022	Norwood 3rd Q 2022	Down Valley 2nd Q 2022	Down Valley 3rd Q 2022	Rico 2nd Q 2022	Rico 3rd Q 2022	Lawson 2nd Q 2022	Lawson 3rd Q 2022	Vanpool program 2nd Q 2022	Vanpool program 3rd Q 2022
Revenue Hours Provided	477	602	340	348	107	104	501	904	662	780
Ridership	6037	6360	878	1382	301	437	1481	2954	1529	1901
Ridership - Passengers/Revenue Service Hour	12.66	10.56	2.58	3.97	2.8	4.2	3.0	3.27	2.31	2.44

PM Category: Safety and Security

Measure	Norwood 2nd Q 2022	Norwood 3rd Q 2022	Down Valley 2nd Q 2022	Down Valley 3rd Q 2022	Rico 2nd Q 2022	Rico 3rd Q 2022	Lawson 2nd Q 2022	Lawson 3rd Q 2022	Vanpool program 2nd Q 2022	Vanpool program 3rd Q 2022
Accidents	0	0	0	0	0	0	0	0	0	0
Incidents	2	1	0	0	0	0	1	1	0	0
Road calls for assistance	1	3	0	0	0	0	0	0	0	0

PM Category: Economic

Measure	Norwood 2nd Q 2022	Norwood 3rd Q 2022	Down Valley 2nd Q 2022	Down Valley 3rd Q 2022	Rico 2nd Q 2022	Rico 3rd Q 2022	Lawson 2nd Q 2022	Lawson 3rd Q 2022	Vanpool program 2nd Q 2022	Vanpool program 3rd Q 2022
Cost per passenger trip	\$14.86	\$10.34	\$52.56	\$26.87	\$55.33	\$27.54	\$36.93	\$36.60	--	--
Fare recovery	\$9,966.00	\$6,797.00	\$606.00	\$611.00	\$624.00	\$698.00	\$0.00	\$0.00	\$2,560.00	\$5,520.00
Operating Farebox ratio (fares/expenditures)	13.81%	10.20%	1.31%	1.60%	3.70%	5.80%	0.00%	0.00%	--	--

PM Category: Passenger Comfort

Measure	Norwood 2nd Q 2022	Norwood 3rd Q 2022	Down Valley 2nd Q 2022	Down Valley 3rd Q 2022	Rico 2nd Q 2022	Rico 3rd Q 2022	Lawson 2nd Q 2022	Lawson 3rd Q 2022	Vanpool program 2nd Q 2022	Vanpool program 3rd Q 2022
Passenger Complaints	2	2	0	1	0	0	2	6	0	0

S.M.A.R.T.
Budget vs. Actuals: SMART 2022 Budget Amended - FY22 P&L
January - September, 2022

	Total			% of
	Actual	Budget	over Budget	Budget
Income				
4200 Grants	0.00	0.00	0.00	
4201 CDOT Planning (5304) Grant	7,354.00	11,250.00	-3,896.00	65.37%
4203 CDOT Operating (5311) Grant	542,521.00	136,620.00	405,901.00	397.10%
4208 Capital Grants	0.00	0.00	0.00	
4208.2 5311 Capital Grant	241,261.00	0.00	241,261.00	
Total 4208 Capital Grants	\$ 241,261.00	\$ 0.00	\$ 241,261.00	
4209 CDOT MMOF Funding	83,247.19	14,999.94	68,247.25	554.98%
4211 CDOT CRRSAA grant (unanticipated)	41,688.00	48,749.94	-7,061.94	85.51%
Total 4200 Grants	\$ 916,071.19	\$ 211,619.88	\$ 704,451.31	432.89%
4301 Rental Income	94,525.97	74,999.97	19,526.00	126.03%
Fees for Service	0.00	0.00	0.00	
4050 Fares - Norwood/Downvalley/Rico	31,146.90	29,999.97	1,146.93	103.82%
4053 Fares - Ridgeway/Montrose Van pools	6,864.32	5,625.00	1,239.32	122.03%
Total Fees for Service	\$ 38,011.22	\$ 35,624.97	\$ 2,386.25	106.70%
Intergovernmental Revenue	0.00	0.00	0.00	
4060 Rico IGA Services	33,034.12	0.00	33,034.12	
4100 San Miguel County Contribution	151,013.81	112,500.00	38,513.81	134.23%
Total Intergovernmental Revenue	\$ 184,047.93	\$ 112,500.00	\$ 71,547.93	163.60%
Tax Revenues	0.00	0.00	0.00	
4000 Property Tax Revenue	669,922.85	520,408.44	149,514.41	128.73%
4000.1 Property Tax Revenue (Abatement)	22,084.64	0.00	22,084.64	
4000.2 Property Tax Revenue (Dolores County)	4,575.29	0.00	4,575.29	
Total 4000 Property Tax Revenue	\$ 696,582.78	\$ 520,408.44	\$ 176,174.34	133.85%
4002 Specific Ownership Taxes	22,942.91	0.00	22,942.91	
4002.1 Specific Ownership Taxes (Abatement)	761.92	0.00	761.92	
Total 4002 Specific Ownership Taxes	\$ 23,704.83	\$ 0.00	\$ 23,704.83	
4004 Interest on Taxes	1,368.19	0.00	1,368.19	
4004.1 Interest on Tax (Abatement)	38.41	0.00	38.41	
Total 4004 Interest on Taxes	\$ 1,406.60	\$ 0.00	\$ 1,406.60	
4006 Delinquent Tax	144.40	0.00	144.40	
4006.1 Delinquent Tax (Abatement)	1.44	0.00	1.44	
Total 4006 Delinquent Tax	\$ 145.84	\$ 0.00	\$ 145.84	
4008 Prior Year Abatement	-2,096.01	0.00	-2,096.01	
4008.1 Prior Year Abatement (Abatement)	-21.73	0.00	-21.73	
Total 4008 Prior Year Abatement	-\$ 2,117.74	\$ 0.00	-\$ 2,117.74	
4010 Sales Tax Revenue	1,047,105.69	582,329.98	464,775.71	179.81%
Total Tax Revenues	\$ 1,766,828.00	\$ 1,102,738.42	\$ 664,089.58	160.22%
Total Income	\$ 2,999,484.31	\$ 1,537,483.24	\$ 1,462,001.07	195.09%

Gross Profit	\$ 2,999,484.31	\$ 1,537,483.24	\$ 1,462,001.07	195.09%
Expenses				
6450 Property Taxes	-4,015.65	0.00	-4,015.65	
Association Dues, Conf. & Training	0.00	0.00	0.00	
6080 Travel Expense	2,915.78	1,499.94	1,415.84	194.39%
6081 CASTA & SWTA Dues	375.00	1,312.47	-937.47	28.57%
6082 Conf. Registration & Lodging	845.37	2,999.97	-2,154.60	28.18%
6083 Training Registration & Lodging	0.00	1,125.00	-1,125.00	0.00%
Total Association Dues, Conf. & Training	\$ 4,136.15	\$ 6,937.38	-\$ 2,801.23	59.62%
Facility Maintenance	3,445.15	0.00	3,445.15	
6034 Winter Plowing (office)	0.00	1,125.00	-1,125.00	0.00%
6035 Utilities (office)	10,049.89	3,375.00	6,674.89	297.77%
6036 HOA Dues	1,180.89	1,184.94	-4.05	99.66%
6037 Janitorial (office)	2,723.68	2,475.00	248.68	110.05%
6038 Landscape/Maintenance (office)	573.86	1,499.94	-926.08	38.26%
6039 Property Management (office)	7,047.75	6,750.00	297.75	104.41%
Total Facility Maintenance	\$ 25,021.22	\$ 16,409.88	\$ 8,611.34	152.48%
Lawson Hill Intercept Lot	20,858.37	0.00	20,858.37	
6301 Intrcpt Lot Maintenance & Plow	800.00	7,875.00	-7,075.00	10.16%
6303 Janitorial Supplies	0.00	1,874.97	-1,874.97	0.00%
6304 Janitorial Service	5,000.00	9,749.97	-4,749.97	51.28%
6305 Utilities (gas/electric)	4,471.79	1,874.97	2,596.82	238.50%
6306 Security/Parking Enforcement	580.82	6,750.00	-6,169.18	8.60%
6307 Garbage/Trash Removal	1,811.30	749.97	1,061.33	241.52%
6308 Landscape Maintenance	325.00	1,874.97	-1,549.97	17.33%
Total Lawson Hill Intercept Lot	\$ 33,847.28	\$ 30,749.85	\$ 3,097.43	110.07%
Personnel Expenditures	0.00	0.00	0.00	
6100 Salaries	154,125.00	155,250.00	-1,125.00	99.28%
6110 401k Company Match	4,950.00	48,749.94	-43,799.94	10.15%
6111 Ski Pass	2,400.00	0.00	2,400.00	
6112 Employee Health Insurance	25,730.00	0.00	25,730.00	
6120 Payroll Tax Expense	11,790.54	11,999.97	-209.43	98.25%
Total Personnel Expenditures	\$ 198,995.54	\$ 215,999.91	-\$ 17,004.37	92.13%
Professional Services & Operations	129,020.92	0.00	129,020.92	
6010 Dues & Fees	2,926.04	0.00	2,926.04	
6015 Bank Charges & Fees	25.00	0.00	25.00	
6020 Office Expense	6,011.38	4,500.00	1,511.38	133.59%
6040 Insurance (PC/WC Coverage)	6,970.88	9,000.00	-2,029.12	77.45%
6060 Postage & Shipping	361.99	0.00	361.99	
6070 PR/Marketing	34,411.39	37,499.94	-3,088.55	91.76%
6071 Mileage Reimb.	1,249.68	1,649.97	-400.29	75.74%
6072 Website Support	370.17	2,624.94	-2,254.77	14.10%
6073 Onboard Tech	0.00	7,274.97	-7,274.97	0.00%
6200 Attorney fees	3,482.50	11,250.00	-7,767.50	30.96%
6210 Bookkeeping-CPA Audit	9,406.80	3,974.94	5,431.86	236.65%
6220 Consulting Services (5304 Grant)	26,779.55	85,349.97	-58,570.42	31.38%
Total Professional Services & Operations	\$ 221,016.30	\$ 163,124.73	\$ 57,891.57	135.49%

Professional Servies	0.00	0.00	0.00	
6113 401K Plan	500.00	0.00	500.00	
6240 Treasurer's Fee	20,669.86	14,249.97	6,419.89	145.05%
Total Professional Servies	\$ 21,169.86	\$ 14,249.97	\$ 6,919.89	148.56%
Transit & Transp. Services	0.00	0.00	0.00	
6300 Rico/Lawson/DV/Norwood	549,364.41	441,000.00	108,364.41	124.57%
6340 Mtn. Village Shuttles	11,979.04	0.00	11,979.04	
6345 Fuel - Norwood/Down Valley/Rico/Lawson	78,138.69	74,999.97	3,138.72	104.18%
6350 Offseason Service	207,499.19	194,999.94	12,499.25	106.41%
6360 San Miguel County cmtr shuttle	14,041.56	61,499.97	-47,458.41	22.83%
6370 Vehicle Licenses & Fees	95.27	0.00	95.27	
6371 Van - Maintenance & Insurance	6,990.90	22,500.00	-15,509.10	31.07%
6372 Medical Shuttles	15,000.00	11,250.00	3,750.00	133.33%
6373 Parts Allowance (large buses)	23,969.39	29,999.97	-6,030.58	79.90%
6374 Service Expansion Pool	0.00	138,750.03	-138,750.03	0.00%
6375 Covid-19 Supplementary Service	25,000.00	18,749.97	6,250.03	133.33%
Total Transit & Transp. Services	\$ 932,078.45	\$ 993,749.85	-\$ 61,671.40	93.79%
Total Expenses	\$ 1,432,249.15	\$ 1,441,221.57	-\$ 8,972.42	99.38%
Net Operating Income	\$ 1,567,235.16	\$ 96,261.67	\$ 1,470,973.49	1628.10%
Other Income				
4300 Interest Earned	215.10	0.00	215.10	
Total Other Income	\$ 215.10	\$ 0.00	\$ 215.10	
Other Expenses				
6400 Capital Purchases	6,759.07	0.00	6,759.07	
Suspense	110.00	0.00	110.00	
Total Other Expenses	\$ 6,869.07	\$ 0.00	\$ 6,869.07	
Net Other Income	-\$ 6,653.97	\$ 0.00	-\$ 6,653.97	
Net Income	\$ 1,560,581.19	\$ 96,261.67	\$ 1,464,319.52	1621.19%

Monday, Nov 07, 2022 12:05:16 PM GMT-8 - Accrual Basis

AGENDA ITEM SUMMARY (AIS)

San Miguel Authority for Regional Transportation



Meeting Date	Agenda Item	Submitted By
November 10 th , 2022	6	Averill
Objective/Requested Action		
This item is a discussion of the DRAFT FY23 capital plan, which has been developed by staff in response to identified capital needs and guidance given at the September and October SMART Board meetings.		Report Work Session X Discussion Action
Key Points		
<u>Background</u> <p>At its September meeting the Board discussed budget revenue assumptions and other items in the context of developing a draft budget for FY22. At the October meeting staff presented a draft FY23 budget that reflected the direction given by the Board at the September meeting. Since the October meeting staff has prepared a capital spending plan for FY23 which we is the topic of this discussion.</p> <p>Staff is providing this preliminary capital plan based on current reserves, identified projects, and a proposed bus replacement schedule through 2027. Some of these projects are rolled over from the FY22 Capital Plan and reflect changes in costs from year to year. Highlights from the proposed capital plan for 2023 include:</p> <ul style="list-style-type: none"> - Grant matching funds for (4) 40' transit buses (2 replacements for the existing Norwood buses, 1 bus for a new Montrose – Telluride service, and 1 bus to be used as a backup on these routes); - Grant matching funds for the purchase of an additional cutaway bus for the Lawson and Off-Season services; - Grant matching funds for 3 replacement vanpool vehicles; - Funding for repairs at 137 and 135 Society Drive - Funding for the purchase/transfer of a used cutaway from another CDOT Grant Partner; - Rico bus barn project 		
Committee Discussion		
NA		
Supporting Information		
NA		
Fiscal Impact		
The FY23 Capital plan anticipates that the capital reserve will be at approximately ~\$2,048,000 at the end of FY23. The operating reserve is anticipated to remain at \$475,000.		
Advantages		
NA		
Disadvantages		
NA		
Analysis/Recommendation(s)		
None at this time		
Attachments		
Attachment A: DRAFT Capital Plan 2023-2027		

SMART FY23-FY27 Capital Plan

Capital and Operating Reserve as of 1/1/2023	3,201,726.00
Transfer of \$1,600,000 from operating account as part of 2022 budget	\$1,600,000
90 Day Operating Reserve	\$475,000
Total Capital Reserves	\$4,326,726

Projected Capital Projects - 2023	Total Cost	Anticipated State/Federal Share	Local Share	Grant Funding Secured? (source)
4 40' transit coaches ((2) Norwood replacements, (1) for Montrose to Telluride, (1) backup	\$2,800,000	\$2,240,000	\$560,000	Yes
New cutaway for Lawson/Off-Season service	\$164,800	\$131,840	\$32,960	Yes
Vanpool vehicle replacements (3)	\$204,000	\$163,200	\$40,800	Yes
Lawson Facility Repairs	\$20,000	\$0	\$20,000	No
Used cutaway (grant funded transfer) for backup	\$50,000	\$0	\$50,000	No
Strategic land purchase	\$1,375,000	\$0	\$1,375,000	No
Rico Bus barn project	\$200,000		\$200,000	No
Total	\$4,813,800	\$2,535,040	\$2,278,760	

End of FY23 Capital Reserve Balance assuming no additional transfers \$2,047,966

Projected Capital Projects - 2024	Total Cost	Anticipated State/Federal Share	Local Share	Grant Funding Secured? (source)
Driveway repair work at Lawson Facilities	\$200,000	\$0	\$200,000	No
Norwood bus barn expansion	\$250,000	\$0	\$250,000	No
Meadows Trail Underpass local match funding	\$250,000	\$0	\$250,000	No
Replace Rico bus (704)	\$164,800	\$131,840	\$32,960	No
Total	\$864,800	\$131,840	\$732,960	

End of FY24 Capital Reserve Balance assuming no additional transfers \$1,315,006

Projected Capital Projects - 2025	Total Cost	Anticipated State/Federal Share	Local Share	Grant Funding Secured? (source)
Lift for maintenance facility - 137 Society Drive	75000	60000	15000	No (5311/5339)
Tools and equipment for maintenance facility	100000	80000	20000	No (5311/5339)
Replacement Van (replaces 2020 Montrose van)	\$57,000	\$45,600	\$11,400	No (5311/5339)
Replacement buses for Lawson/Off-Season (assumed electric)	\$600,000	\$480,000	\$120,000	No (5311/5339)
Total	\$657,000	\$525,600	\$131,400	

End of FY25 Capital Reserve Balance assuming no additional transfers \$1,183,606

Projected Capital Projects - 2026	Total Cost	Anticipated State/Federal Share	Local Share	Grant Funding Secured? (source)
No identified projects	\$0	\$0	\$0	0
Total	\$0	\$0	\$0	

End of FY26 Capital Reserve Balance assuming no additional transfers \$1,183,606

Projected Capital Projects - 2027	Total Cost	Anticipated	Local Share	Grant Funding	
		State/Federal Share		Secured? (source)	
No identified projects		\$0	\$0	\$0	0
Total		\$0	\$0	\$0	

End of FY26 Capital Reserve Balance assuming no additional transfers \$1,183,606



• **Update on Real-Time Passenger Information App**

On Wednesday November 2nd, Dave and I had a Zoom meeting with Mimi Pinna from a company called Swiftly to determine if their Real-Time Passenger Information app could be integrated with the Samsara GPS system that Telluride Express uses to track the location of the SMART buses. The conversation was encouraging. We know from experience that the Samsara GPS system is very reliable even when the buses enter areas that have no cell service coverage and no satellite coverage. Gunnison Valley RTA uses Swiftly to provide their users with real time bus location information. The Swiftly system interfaces with free apps such as Transit, which is the platform Gunnison Valley RTA uses.

We told Ms. Pinna the last app we had tried that was supposed to allow our customers to track the buses didn't work. Once the bus left an area that did not have cell service, the app was unable to find the bus once it had come back to an area with cell service. She said this was likely related to the app's inability to predict where the bus should be based on time and speed. Swiftly believes that integrating with Samsara will help to alleviate that problem.

Due to that bad experience with the ETA app we requested that members of the Swiftly team come to Telluride and test their system before we considered investing in the Swiftly product. They have agreed. They have an office in Denver.

We hope that this app will work as well as it does between Gunnison and Crested Butte and we can implement real-time passenger information.

Next Steps:

- SMART staff will provide Swiftly staff with GTSF files (the files that show where the bus is supposed to be and when it is supposed to be there) and Automatic Vehicle Locators (from Samsara GPS Trackers).
- Swiftly staff will schedule a visit to Telluride to install and test the system after the holidays.

• **Offseason Bus Service**

Based on preliminary data from Samsara, offseason is going pretty well, although feedback from drivers suggests that there is some difficulty keeping to the schedule in the Meadows area. There are three stops in the Meadows within a ¼ mile of each other and according to the drivers, people also ask to stop or flag the bus down at the entrance to Coyote Court and the West side of the Telluride Apartments. If there are consistent difficulties keeping to the schedule, we may need to consider adjusting stop times.

• **Passenger Commuting Patterns**

As a continuation of the evaluation of our expanded service, I started to take Telluride Express passenger data and look at where people are getting on and off our buses. This is useful information that can help inform decisions regarding increasing service or making the existing service more efficient.

We implemented the Nucla/Naturita route and incorporated the Two Rivers stops in the summer of 2021. In the summer of 2022, we implemented expansions of the Norwood Route.

On the following pages, you will see a group of maps that illustrate commuting habits on the new and expanded routes.

The maps of Nucla/Naturita and Down Valley are compilation of seven months worth of data. The map of the midday Norwood route illustrate four months of data.

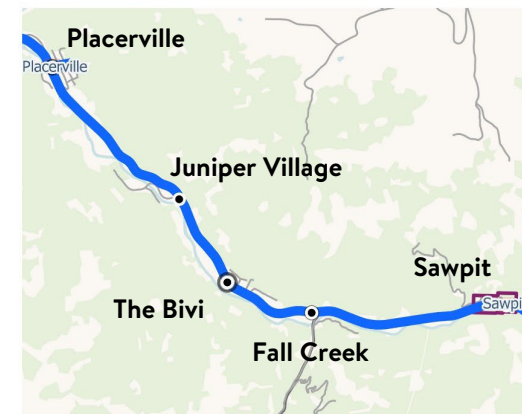
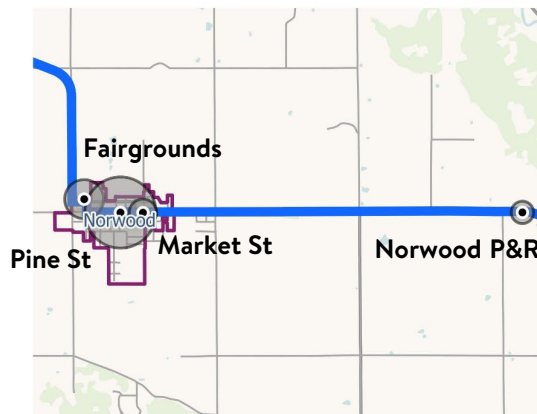
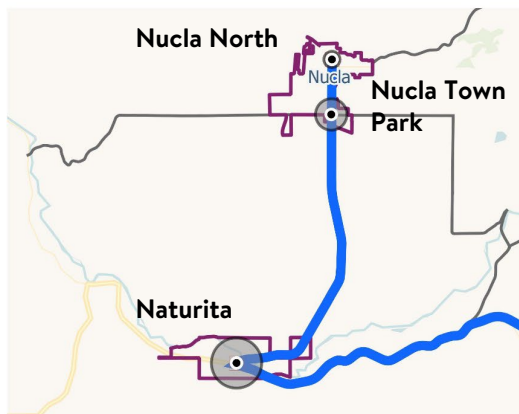
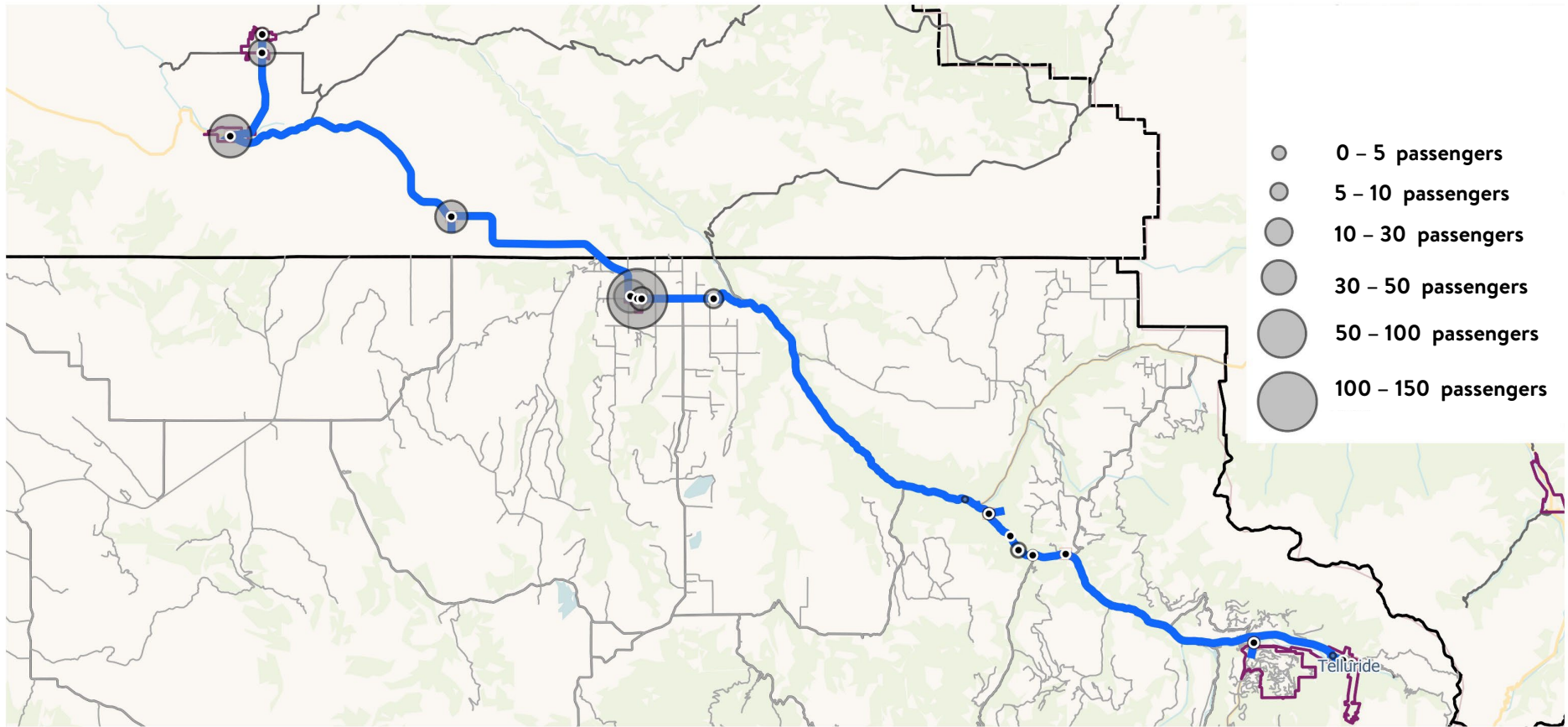
As can be seen on the maps, we are getting a healthy ridership from Nucla, Norwood and Naturita. We are also getting consistent ridership on the Norwood Midday route. The late Norwood route has been consistent but not quite as robust as the midday route.

The Two Rivers stop is getting consistent use, mostly during traditional commuter hours.

Details of passenger activity for each stop are included on the maps.

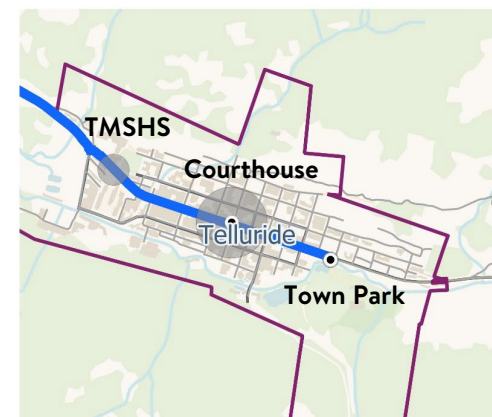
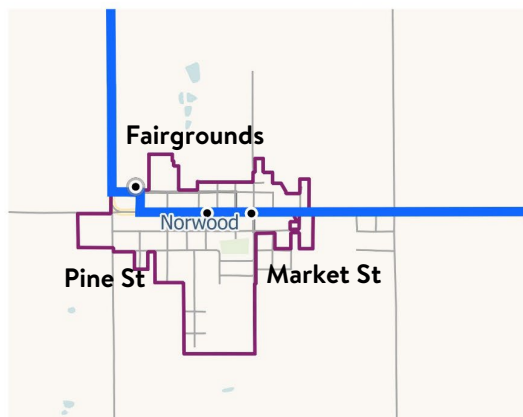
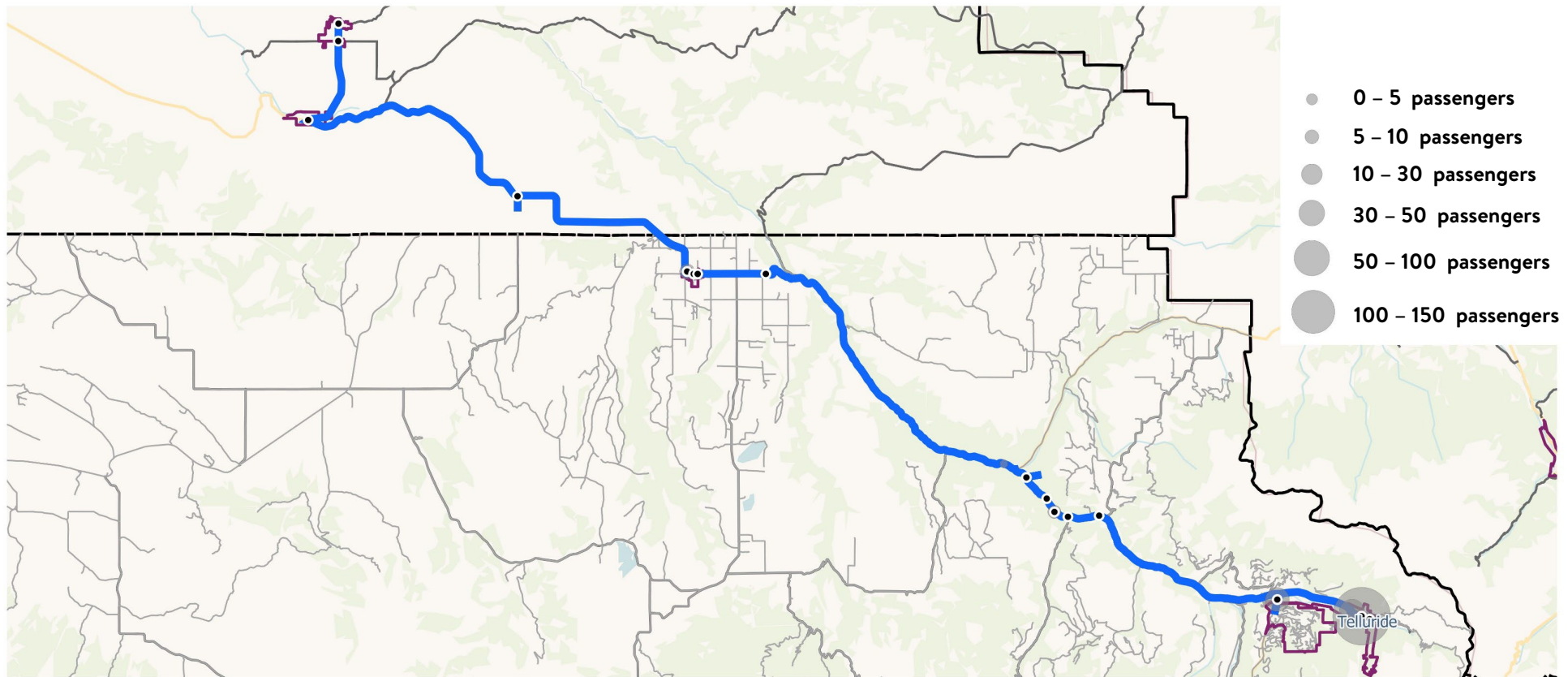
Nucla/Naturita Eastbound Route Average Monthly Ridership - Onboarding

22



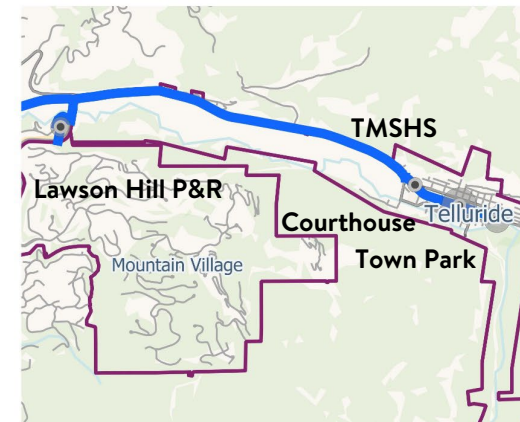
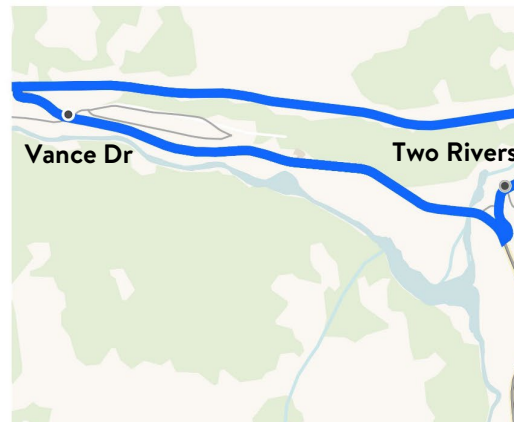
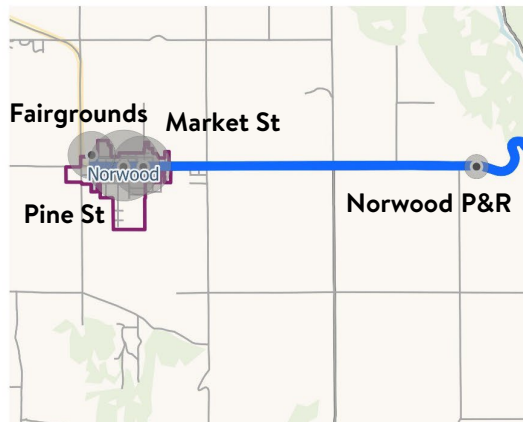
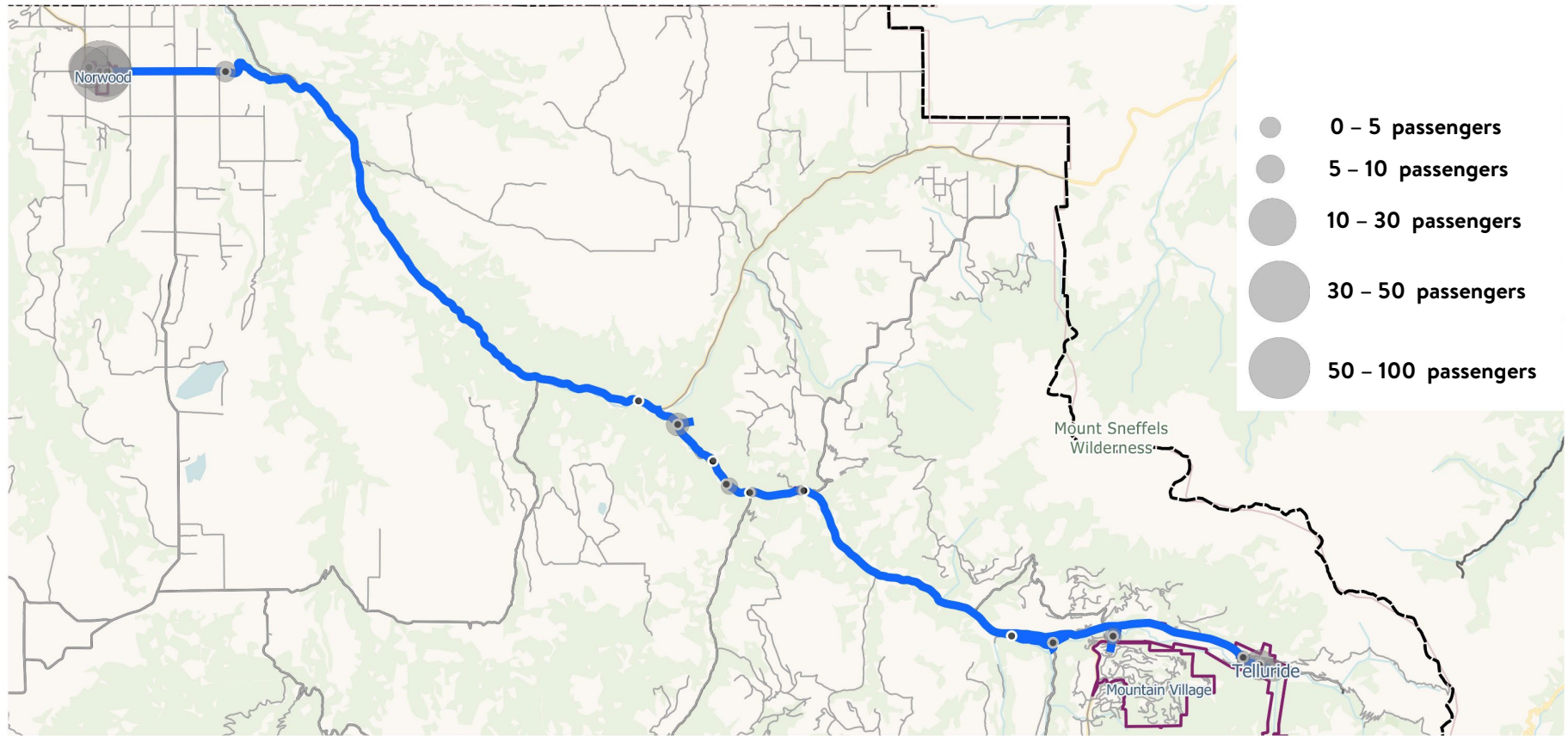
Nucla North	5
Nucla Town Park	28
Naturita	77
Fairgrounds	46
Pine St	154
Market St	21
Norwood P&R	13
Placerville	3
Juniper Village	1
The Bivi	7
Fall Creek	2
Sawpit	0

Nucla/Naturita Eastbound Route Average Monthly Ridership - Offboarding



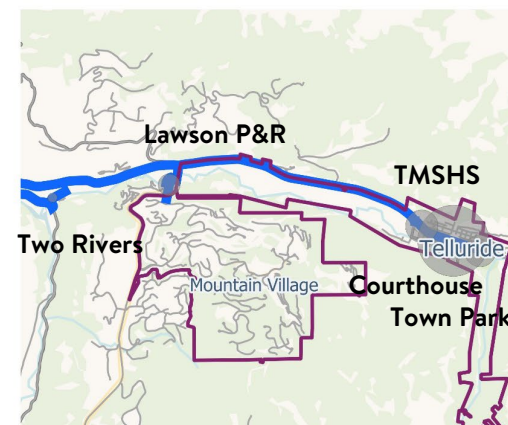
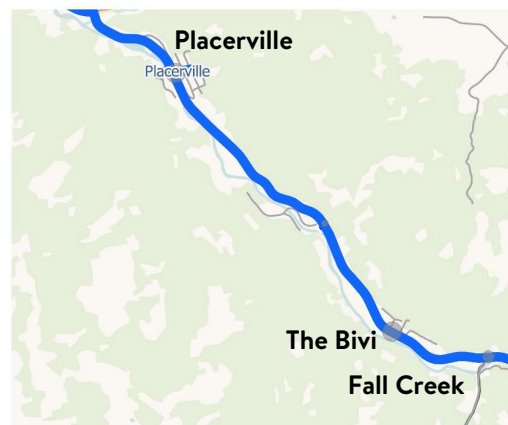
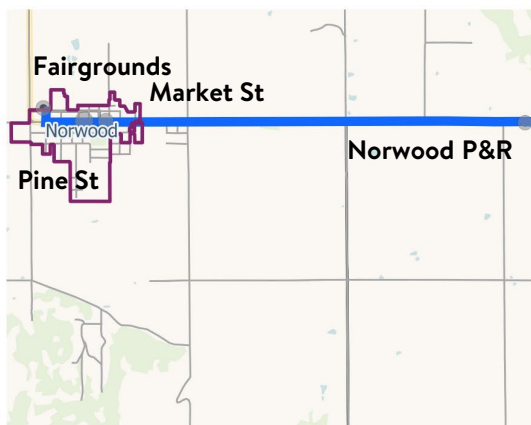
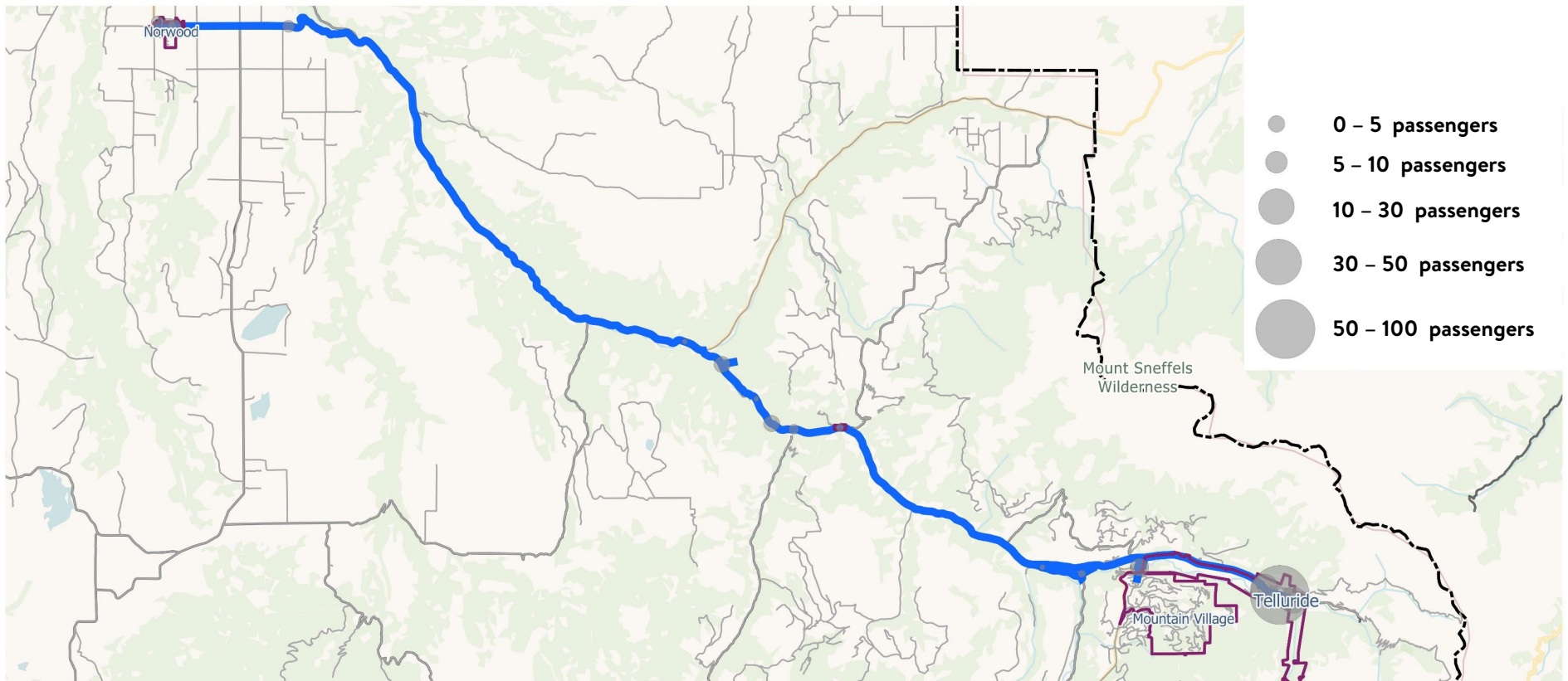
Redvale	1
Fairgrounds	13
Pine St	1
Fairgrounds	46
Pine St	154
Market St	21
Old Placerville	1
Placerville	1
Juniper Village	1
The Bivi	9
Fall Creek	1
Sawpit	3
Lawson Hill P&R	43
TMSHS	49
Courthouse	268

Norwood Midday Route Average Monthly Ridership - Onboarding



Fairgrounds	22
Pine St	50
Market St	35
Norwood P&R	5
Placerville	6
The Bivi	3
Fall Creek	1
Sawpit	1
Two Rivers	1
Lawson Hill P&R	3
TMSHS	1
Courthouse	12
Telluride Park	6

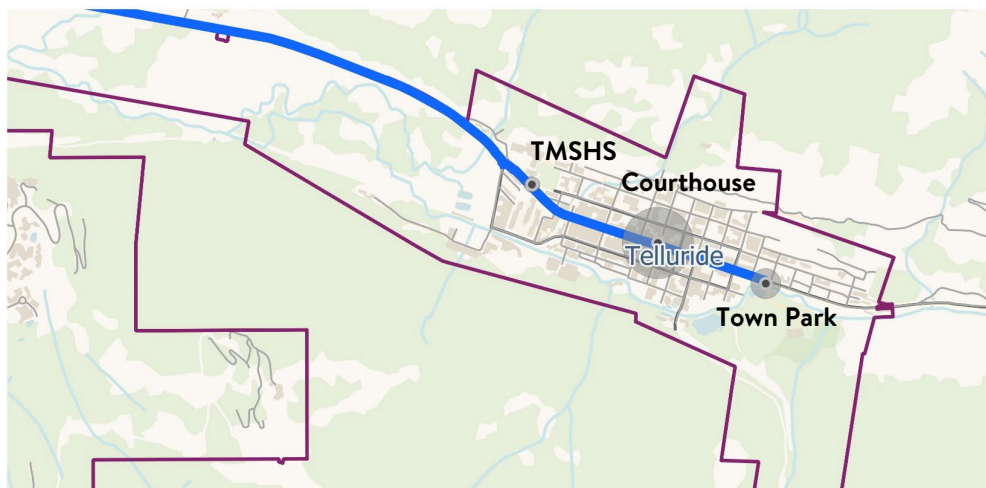
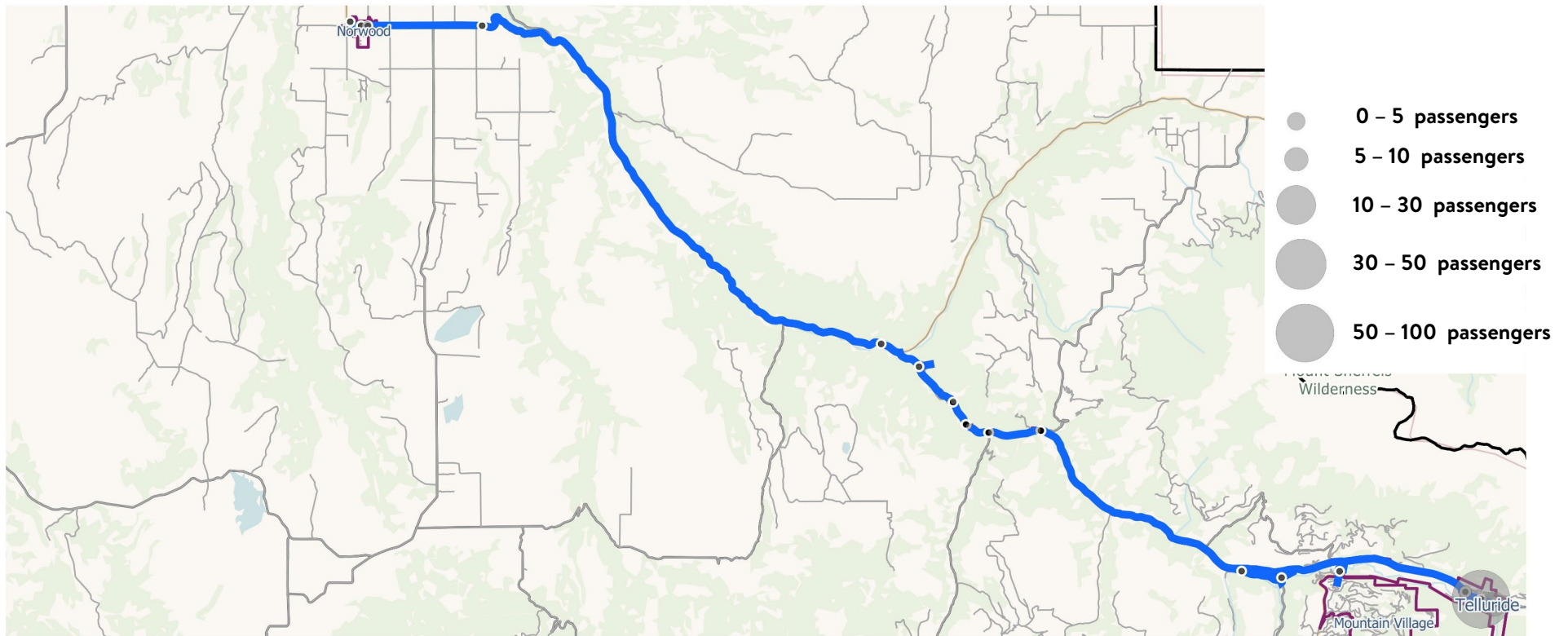
Norwood Midday Route Average Monthly Ridership - Offboarding



Fairgrounds	- 2
Pine St	- 4
Market St	- 2
Norwood P&R	- 2
Placerville	- 5
The Bivi	- 5
Fall Creek	- 1
Two Rivers	- 0
Lawson Hill P&R	- 7
TMSHS	- 17
Courthouse	- 83
Telluride Park	- 16

Norwood Late Route Average Monthly Ridership - Onboarding

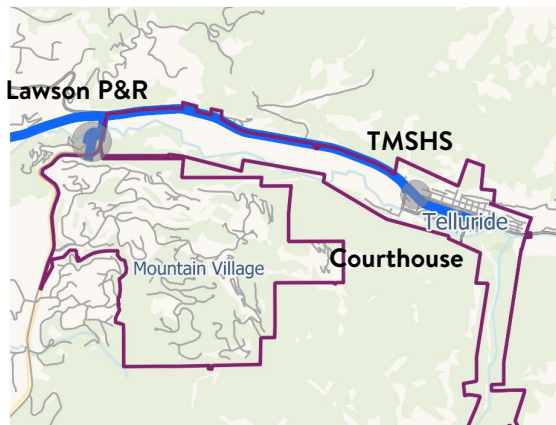
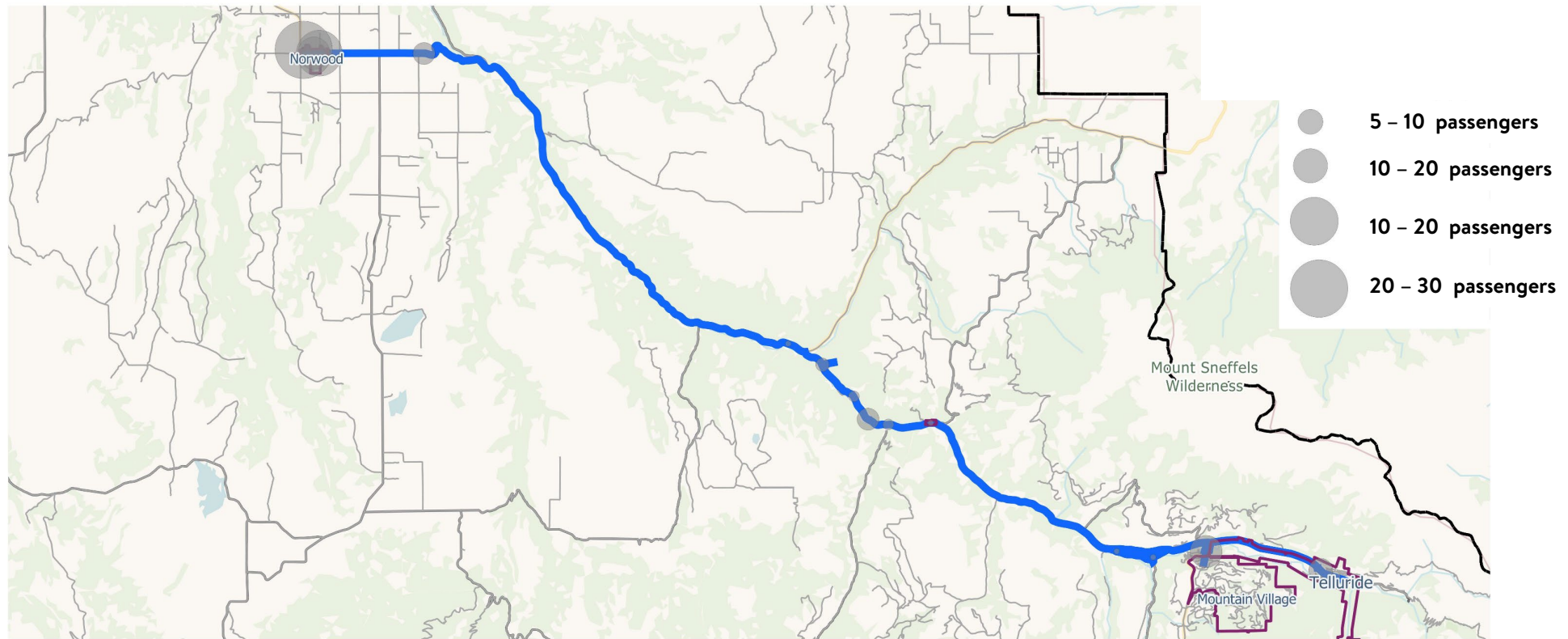
26



Telluride Town Park - 11
Courthouse - 66
TMSHS - 2

Norwood Late Route Average Monthly Ridership - Offboarding

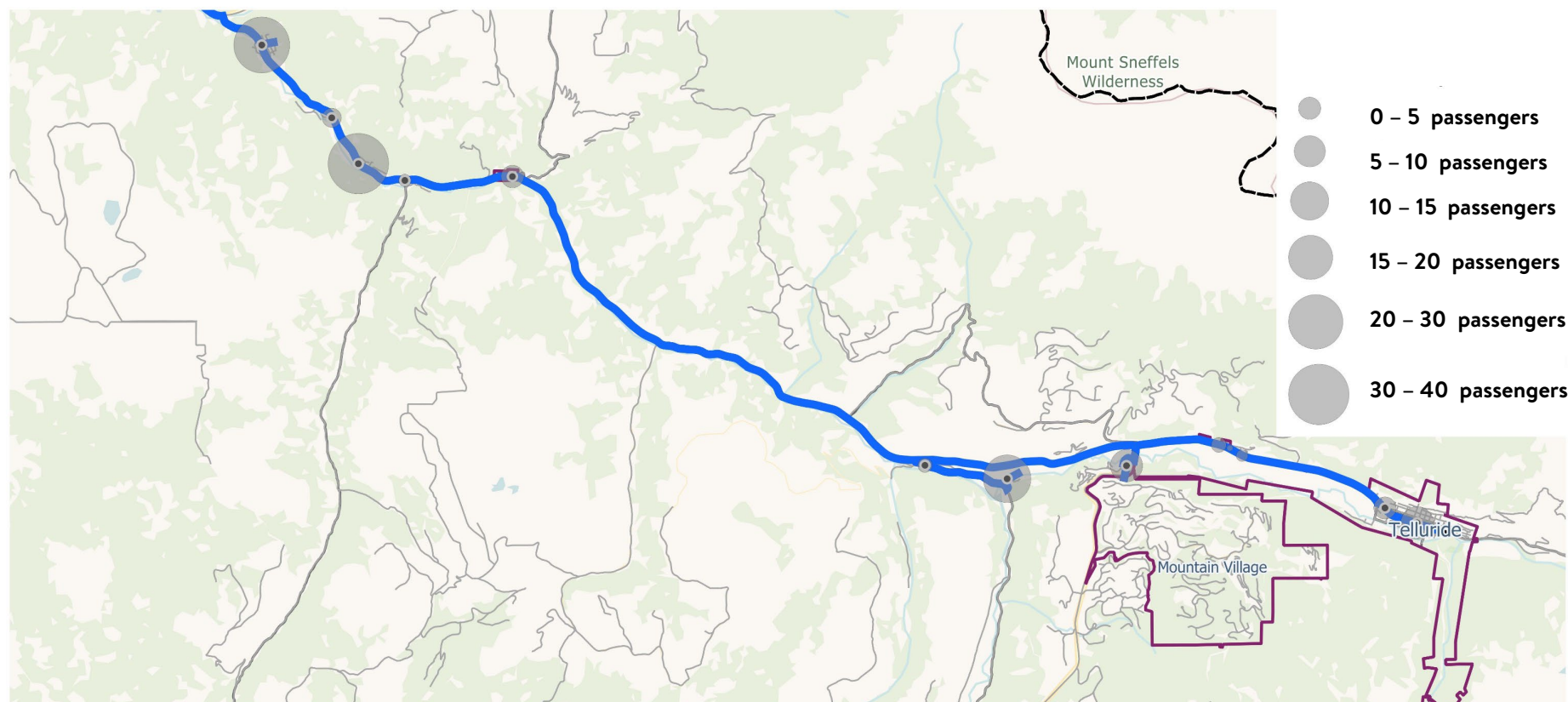
27



TMSHS - 5
 Lawson P&R - 9
 Fall Creek - 1
 The Bivi - 4
 Juniper Village - 1
 Placerville - 1
 Norwood P&R - 4
 Market St - 18
 Pine - 9
 Fairgrounds - 29

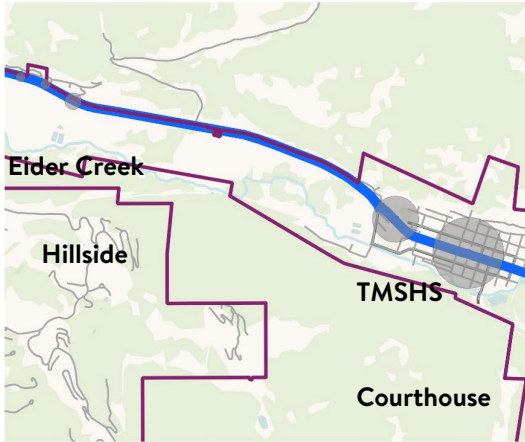
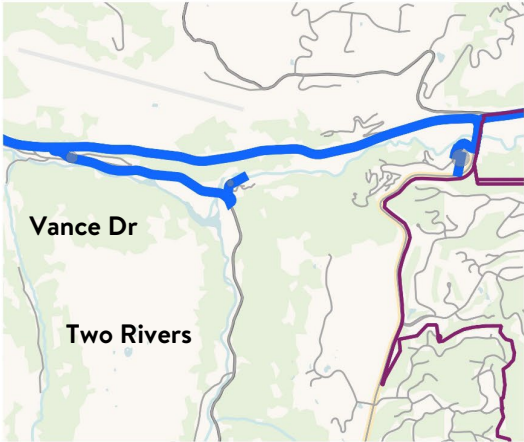
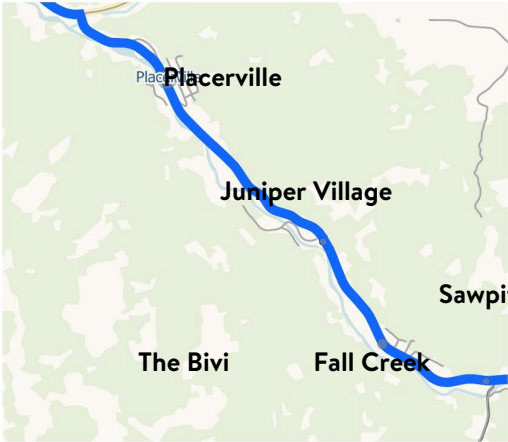
Down Valley AM Route Average Monthly Ridership - Onboarding

28



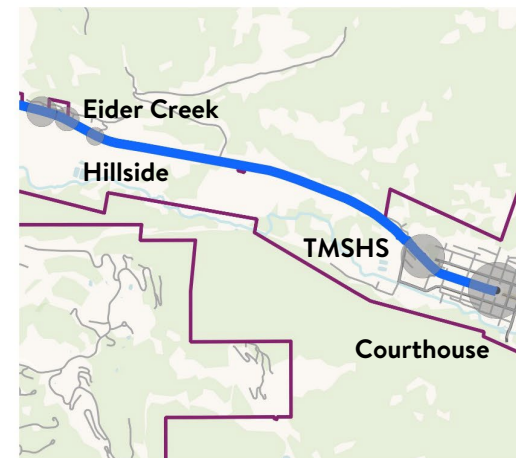
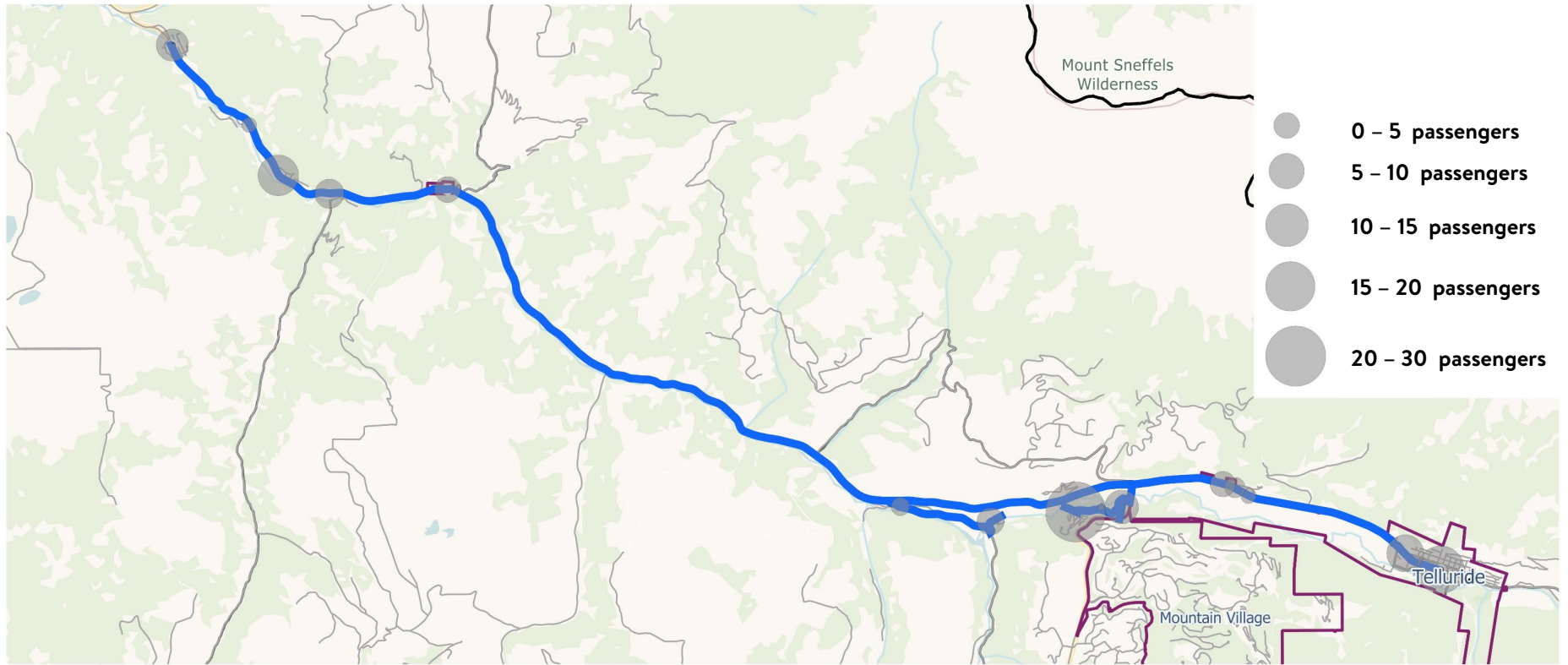
Placerville - 32
 Juniper Village - 4
 Bivi - 37
 Fall Creek - 2
 Sawpit - 5
 Two Rivers - 23
 Vance Dr - 1
 Lawson Hill P&R - 11
 Eider Creek - 2
 Hillside - 2
 TMSHS - 5
 Courthouse - 11

Down Valley AM Route Average Monthly Ridership - Offboarding



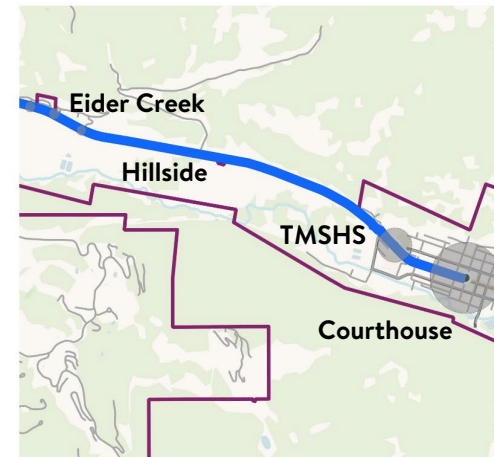
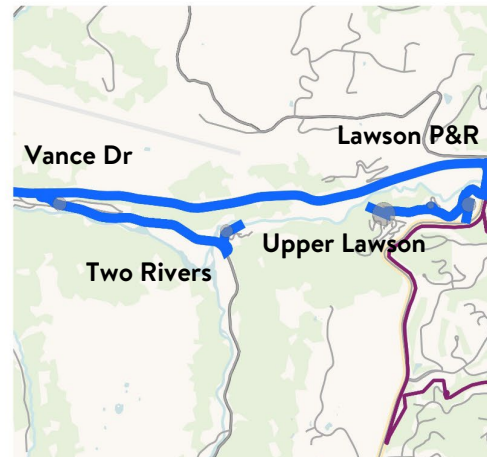
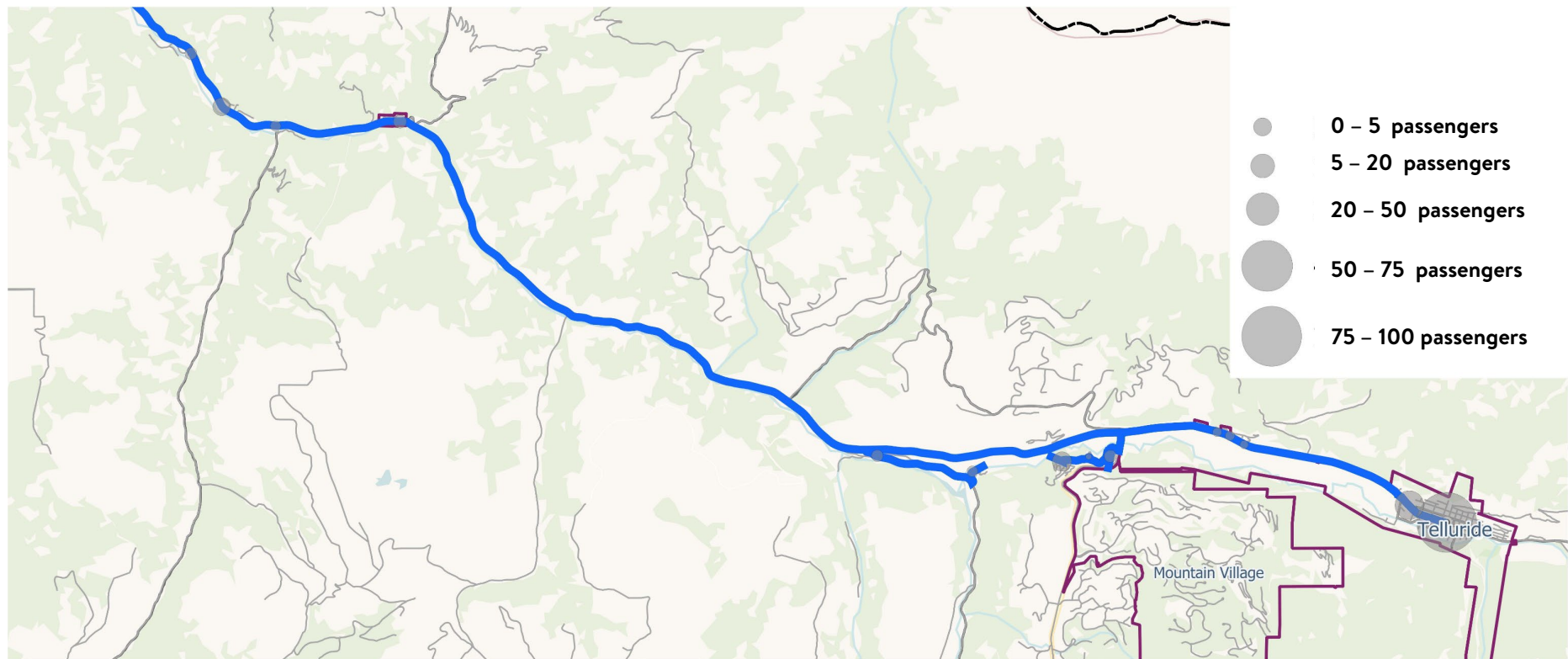
Placerville	- 5
Juniper Village	- 0
Bivi	- 1
Fall Creek	- 0
Sawpit	- 0
Two Rivers	- 0
Vance Dr	- 1
Lawson Hill P&R	- 4
Eider Creek	- 0
Hillside	- 4
TMSHS	- 36
Courthouse	- 86

Down Valley Midday Route Average Monthly Ridership - Onboarding



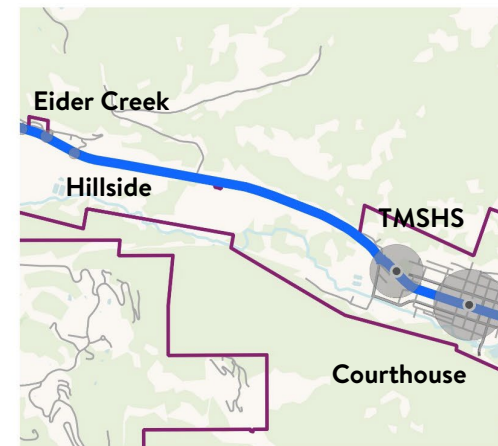
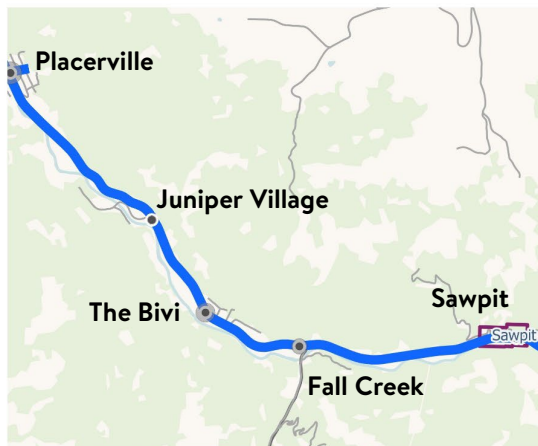
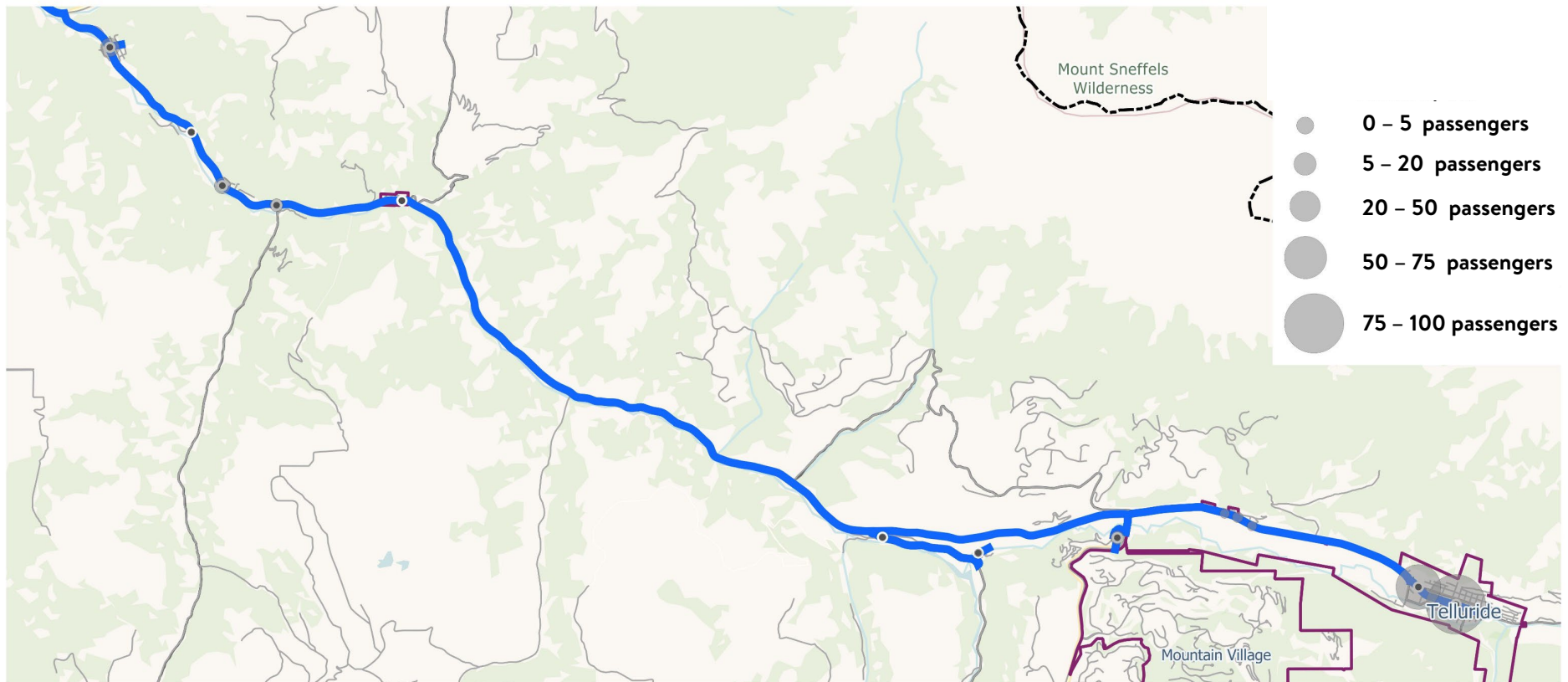
Placerville - 8
 Juniper Village - 1
 Bivi - 13
 Fall Creek - 7
 Sawpit - 5
 Two Rivers - 6
 Vance Dr - 2
 Lawson Hill P&R - 9
 Upper Lawson Hill - 29
 Eider Creek - 5
 Hillside - 4
 TMSHS - 11
 Courthouse - 19

Down Valley Midday Route Average Monthly Ridership - Offboarding



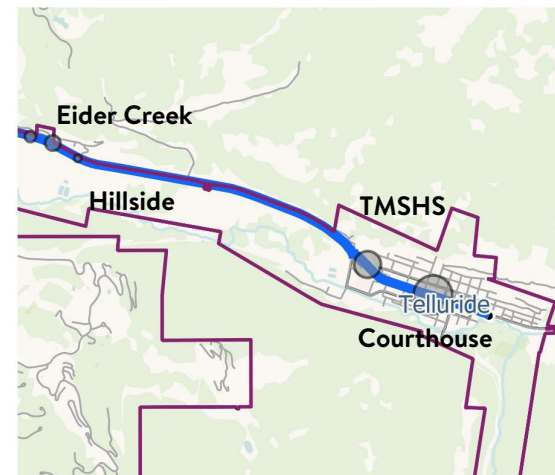
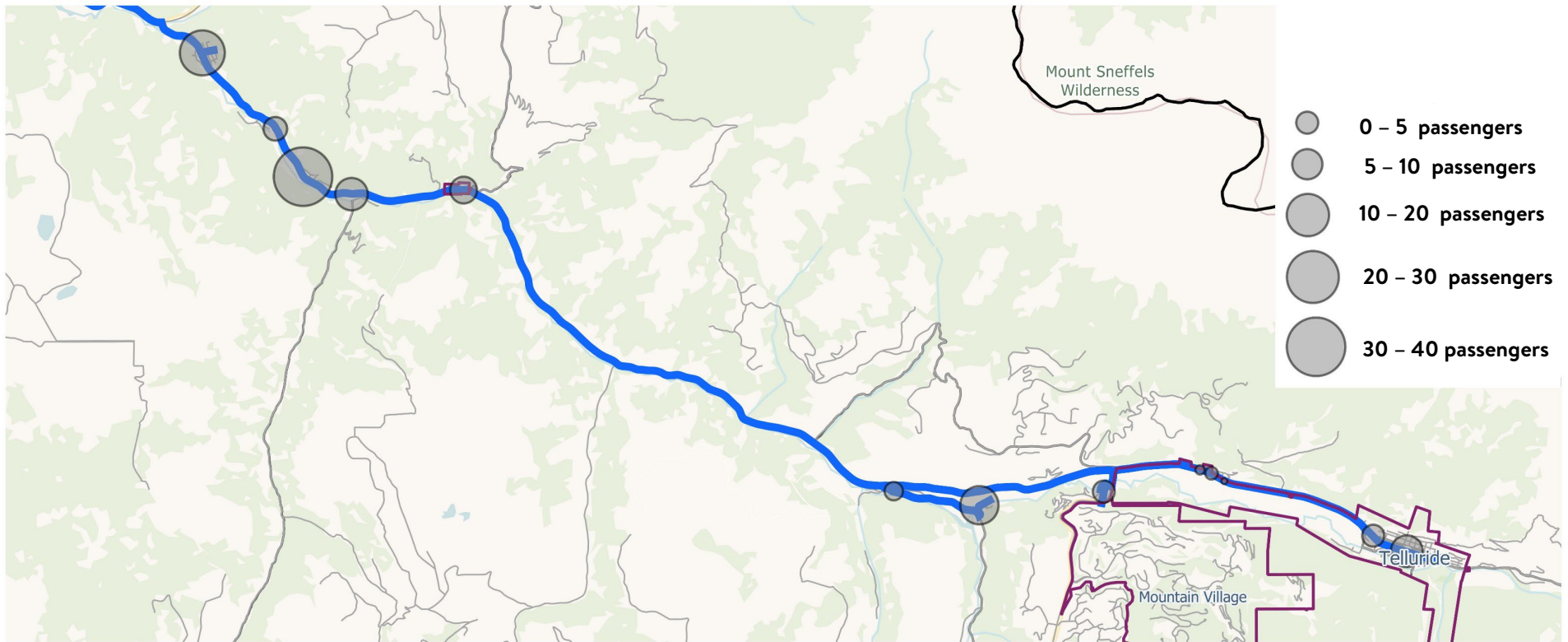
Placerville - 6
 Juniper Village - 1
 Bivi - 5
 Fall Creek - 1
 Sawpit - 2
 Two Rivers - 1
 Vance Dr - 1
 Lawson Hill P&R - 2
 Eider Creek - 0
 Hillside - 1
 TMSHS - 15
 Courthouse - 69

Down Valley PM Route Average Monthly Ridership - Onboarding



Placerville - 7
Juniper Village - 0
Bivi - 4
Fall Creek - 2
Sawpit - 0
Two Rivers - 0
Vance Dr - 0
Lawson Hill P&R - 3
Eider Creek - 1
Hillside - 2
TMSHS - 45
Courthouse - 79

Down Valley PM Route Average Monthly Ridership - Offboarding



Placerville - 23
 Juniper Village - 6
 Bivi - 38
 Fall Creek - 12
 Sawpit - 8
 Two Rivers - 16
 Vance Dr - 3
 Lawson Hill P&R - 5
 Eider Creek - 1
 Hillside - 2
 TMSHS - 5
 Courthouse - 11

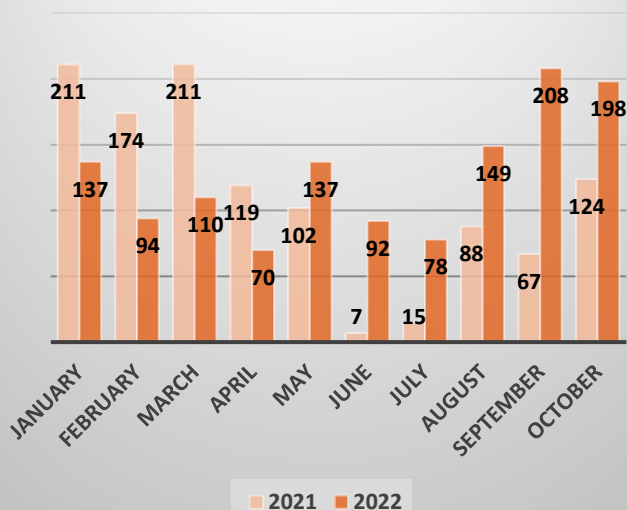


November 4th, 2022

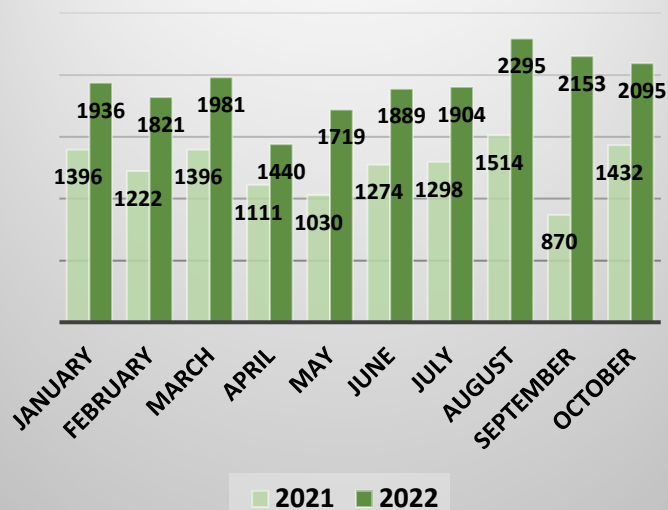
• Ridership

Again, monthly ridership is up from 2021 consistently on all routes except Rico, which has also been up the last six months.

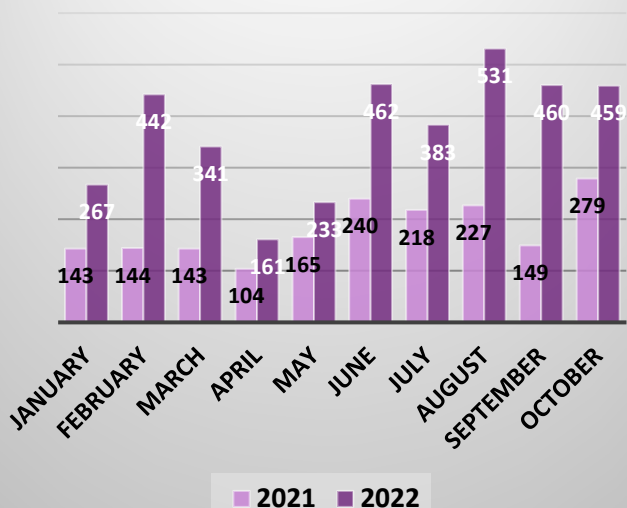
**Rico Monthly Ridership
2021/2022**



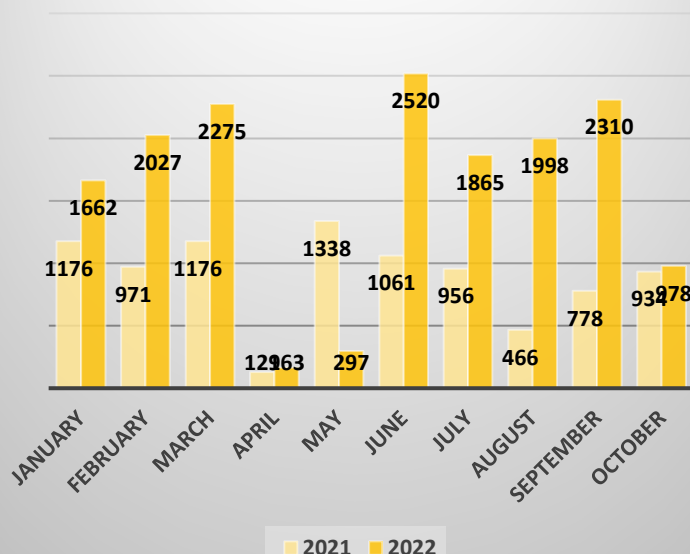
**Nucla/Norwood Monthly
Ridership 2021/2022**



**Down Valley Monthly Ridership
2021/2022**



Lawson Hill Ridership 2021/2022



SMART Executive Director report – November 10th, 2022

Grants: Nothing to report.

Meadows Underpass project: Nothing to report.

Vehicle Orders Status: Working through the specification and options for the new large bus (40'ers) order. Pricing is surprisingly good and may enable us to get 5 instead of the 4 we initially were going for. This would enable us to have two large backup buses to be spread between Norwood and the potential Montrose service. The cutaway that is part of the 5339 award will be ordered in the next two weeks or so. We are researching pricing on the vanpool vehicles.

Next meeting:

- Adopt FY23 Budget and Capital Plan
- Pass appropriations resolution for FY23
- Select new Board Officers for next two-year term
- Set meeting dates for 2023