



**San Miguel Authority for Regional Transportation
Board of Directors Meeting Agenda
February 9th, 2023
3 p.m.**

This meeting will be held virtually via Zoom:
<https://us02web.zoom.us/j/82665435248?pwd=aS83M3dsWnBnMOJ2aGVQb2hKckFsZz09>

Meeting ID: 826 6543 5248
 Passcode: 343970
 One tap mobile
 +17193594580,,82665435248#,,,,*343970# US
 +13462487799,,82665435248#,,,,*343970# US (Houston)

| Item No. | Presenter | Item Type | Topic | Packet Page | Estimated Time |
|----------|-----------|--------------------|---|-------------|----------------|
| 1. | - | - | Public Comment | - | 5 |
| 2. | Board | Meeting Resolution | Resolution 2023-4, Part 1a, regarding the Review and Approval of the February 9th, 2023 Agenda and Consent Items Resolution 2023-4, Part 1b, regarding the Review and Approval of January 12th, 2023 Meeting Minutes | 5 | 5 |
| 3. | Averill | Action | Resolution 2023-5: Selection of Audit services firm | 6 | 10 |
| 4. | Averill | Discussion | 4 th Quarter 2022 Performance Report | 27 | 5 |
| 5. | Averill | Discussion | 4 th Quarter 2022 Financial Report | 29 | 5 |
| 6. | Averill | Action | Resolution 2023-6: Gondola planning process resolution of intent | 32 | 15 |

| | | | | | |
|----|-----------|--------|---------------------------------|----|----|
| 7. | Distefano | Report | February 2023 Operations Update | 36 | 10 |
| 8. | Averill | Report | Executive Directors Report | 45 | 10 |
| 9. | All | Report | Round Table Updates and Reports | - | 5 |



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Board of Directors Meeting Agenda
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| 9. | All | Report | Round Table Updates and Reports |

**San Miguel Authority for Regional Transportation
Board of Directors Meeting January 12th, 2022 Regular Meeting
Virtual meeting minutes**

Member Directors Present: San Miguel County – Kris Holstrom and Lance Waring. Town of Telluride – Adrienne Christy, Meehan Fee, Delanie Young. Town of Mountain Village – Patrick Berry, Harvey Mogenson. Town of Rico – Joe Dillsworth

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

The meeting was called to order at 3:00 p.m.

Item 1: Public Comment

No public comment was offered.

Item 2: Resolution 2023-1 Part 1a, regarding the Review and Approval of the January 12th, 2023 Agenda and Consent Items and Part 1b, regarding the Review and Approval of December 9th, 2022 Meeting Minutes

Adrienne Christy moved to adopt Resolution 2023-1, parts 1a and 1b.
Patrick Berry seconded the motion.

A unanimous vote approved the motion.

Item 3: Resolution 2023-2 regarding the extension of a rental lease with Proset Construction

Averill gave background on the item explaining the reason for the lease request extension and a discussion of pros/cons for SMART. There were no concerns or questions expressed by the Board.

Adrienne Christy moved to adopt Resolution 2023-2
Lance Waring seconded the motion.

A unanimous vote approved the motion.

Item 4: Resolution 2023-3 regarding a Cooperative Purchase Agreement with the Washington State Department of Transportation for the purchase of heavy duty transit buses

Averill provided background on his recommendation that SMART enter into an agreement with WADOT to purchase the large buses which were recently funded by the 5339 grant. There were no questions or concerns expressed by the Board.

Lance Waring moved to adopt Resolution 2023-3
Patrick Berry seconded the motion.

A unanimous vote approved the motion.

Item 5: December 2022 Operations Report

Distefano presented the December 2022 Operations Update.

Item 6: Executive Directors Report

Averill gave updates on grants, the Audit RFP, gondola subcommittee, legislative activity pertaining to SMART, and rolling stock.

Item 8: Round table updates and reports

Brief discussions ensued regarding Park City Transit's electrification efforts, the Town of Telluride efforts to plan for electrification, and gondola crowding at certain times of the year and how SMART may play a role in alleviating that in the future.

The meeting was adjourned at 4:01 p.m.

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL AUTHORITY FOR REGIONAL
TRANSPORTATION EVIDENCING ACTIONS TAKEN AT ITS FEBRUARY 9TH, 2023 REGULAR MEETING**

RESOLUTION NO. 2023-4

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, 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 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 February 9th, 2023; 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 February 9th, 2023 regular meeting the Board took action on the following:
 - a. Approval of the February 9th, 2023 meeting agenda (Exhibit A)
 - b. Approval of the Board meeting minutes for the January 12th, 2023 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 FEBRUARY 9TH, 2023.

Joe Dillsworth, Board Chair

ATTEST:

David Averill, Executive Director

AGENDA ITEM SUMMARY (AIS)

San Miguel Authority for Regional Transportation



| Meeting Date | Agenda Item | Submitted By |
|---|----------------------|---|
| February 9th, 2023 | 3: Resolution 2023-5 | D.Averill |
| Objective/Requested Action | | |
| Action is requested by the Board to approve the selection of Blair and Associates, P.C. to provide annual independent auditing services for SMARTs financial statements. | | Report Work Session Discussion X Action |
| Key Points | | |
| SMART issued a Request For Proposals (RFP) on December 19 th , 2022 to solicit proposals from qualified firms of Certified Public Accountants to perform independent audits of SMARTS Financial Statements. Direct notices of this bidding opportunity were sent to ten firms that were identified as potential proposers for the bid. SMART received one responsive bid to the RFP. Blair and Associates was the sole bid received. The RFP review committee is recommending that SMART enter into an agreement with Blair and Associates annual auditing services. | | |
| Committee Discussion | | |
| The Audit RFP Evaluation Committee reviewed the firms proposal for completeness, responsiveness to stated criteria in the RFP, and cost. The Committee was unanimous in its agreement that the proposal was complete, was responsive to stated criteria, that the firm and identified project personnel were qualified to undertake the work, the proposed timeline adhered to that identified in the RFP, and that the proposed cost was reasonable. | | |
| Supporting Information | | |
| The RFP that was advertised and the proposal from Blair and Associates are included as Attachments A and B respectively. | | |
| Fiscal Impact | | |
| The budget proposed by Blair and Associates is reasonable and in line with the amount that SMART has been paying for this work with our previous auditor. | | |
| Advantages | | |
| As noted, the Blair and Associates proposal was complete, they have identified qualified personnel to undertake the work, and the costs and timeline for the work to be performed are inline with SMARTS initial estimates and expectations. Furthermore, Blair and Associates has performed audits for other transit agencies and local governments in the State of Colorado and those entities have been pleased with the work that Blair and Associates has performed on their behalf. | | |
| Disadvantages | | |
| None noted. | | |
| Analysis/Recommendation(s) | | |
| Based on Staff review of the proposal, and the RFP review committee recommendation, it is recommended that the Board approve the selection of Blair and Associates for auditing services. | | |
| Attachments | | |
| Attachment A: SMART RFP 2022-1 for Outside Audit Services Attachment B: Blair and Associates Proposal | | |



RFP 2022-1

Request for Independent Audit Services

Released: December 19th, 2022

Proposals Due: January 20th, 2023

San Miguel Authority for Regional Transportation

RFP 2022-1: Request for Independent Audit Services

General Information

The San Miguel Authority for Regional Transportation (SMART) is requesting proposals from qualified firms of certified public accountants to audit its financial statements for the fiscal year ending December 31, 2022. This audit is to be performed in accordance with all applicable standards.

During the evaluation process SMART reserves the right, where it may serve SMART's best interest, to request additional information or clarifications from the firms, or to allow corrections of errors or omissions.

Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposals, including due dates, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between SMART and the selected firm.

To be considered, one copy of a proposal must be delivered by 5 p.m. MST on January 20th, 2023 to:

San Miguel Authority for Regional Transportation
PO Box 3140
Telluride CO, 81435
Attn: David Averill, Executive Director

Alternatively, proposals may be e-mailed to david.averill@smarttelluride.com

Description of Entity to Be Audited

SMART is a regional transportation authority created pursuant to Title 43 of the Colorado Revised Statutes. Funds included in the financial statements to be audited will be from SMART's Operating Fund.

SMART operates under a Board–Administrator form of government, with the Board of Directors comprised of seven members. The Board of Directors also serves as the audit committee. SMART is administered by an appointed Executive Director, who is responsible to the Board of Directors.

Accounting, payroll, purchasing, and utility billing are contracted out to a private accounting firm. Accounting functions are performed by this firm utilizing QuickBooks software.

Services Required

The scope of the prospective engagement will be to perform a financial and compliance audit of SMART for the year ended December 31, 2022. The firm selected will be expected to provide consultation and assistance in the preparation of its basic financial statements in conformity with generally accepted accounting principles and in preparation of the comprehensive annual financial

San Miguel Authority for Regional Transportation

RFP 2022-1: Request for Independent Audit Services

report (CAFR). The audit and resulting accountants' reports must also be in accordance with the Single Audit Act.

Qualifications Required

In order to be considered, the firm submitting the proposal must be a firm of certified public accountants who are eligible by law to practice public accounting in the State of Colorado.

Proposal Requirements

Firms are required to present the following information:

1. Name, address and phone number of your firm
2. Name and title of the contact person for your firm
3. A copy of your firm's most recent quality or peer review report
4. Your firm's audit approach and standard process
5. State the proposed staffing for the audit and include:
 - a. The names of the individuals to be used, including the senior auditor that would be assigned to SMART
 - b. Each individual's experience on local and/or regional government audits in Colorado including the number of years of experience in governmental audits and their position
 - c. The number of hours each individual is expected to devote to the audit and in what capacity
 - d. The number of hours of CPE in governmental accounting and auditing each member of the audit team has received during the most recent two year licensing period
6. Your firm's proposed schedule of work on the audit
7. List of all local or regional governments audited in Colorado, including timing of preliminary and year-end audit work
8. Years of experience in auditing local or regional governments in Colorado
9. Proposed cost
10. Provide the following statements:
 - a. A statement of understanding of the work to be performed
 - b. A statement that your firm is licensed in Colorado
 - c. A statement that the fees given constitute an irrevocable offer

Firms are required to provide their written proposal to SMART by 5 p.m. MST on January 20th, 2023.

Term

The Term of this engagement will be one (1) year, with an option to automatically renew on an annual basis for up to five (5) years total.

San Miguel Authority for Regional Transportation

RFP 2022-1: Request for Independent Audit Services

Time Requirements

The following deadlines are presently anticipated:

| | |
|---|---------------------|
| End of accounting period | December 31, 2022 |
| RFP released | December 19th, 2022 |
| Proposal deadline | January 20th, 2023 |
| Selection of recommended firm by staff | February 3rd, 2023 |
| Approval of selection by Board of Directors | February 9th, 2023 |
| Engagement of successful firm; fieldwork can begin | February 10th, 2023 |
| Delivery of opinion | May 31st, 2023 |
| Submit audit report to the Office of the State Auditor and GFOA | June 30th, 2023 |

Evaluation Process

SMART will judge the merits of proposals received in accordance with the criteria discussed below. The bidder is responsible for providing all information requested in this RFP and failure to do so may result in disqualification of the proposal. During the evaluation process, SMART may require firms to answer further questions about their proposal.

Criteria

1. Certified public accounting firm licensed to practice in the State of Colorado.
2. A peer review completed within the past three years.
3. The adequacy and completeness of the proposal.
4. The experience of the firm.
5. The experience and qualifications of staff to be assigned to the audit.
6. The proposed cost of the audit (including number of hours and hourly rate).

San Miguel Authority for Regional Transportation

RFP 2022-1: Request for Independent Audit Services

Right to Reject Proposals

SMART reserves the right to reject any or all proposals and accepts no responsibility for the cost of proposal preparation.

Inquiries

For inquiries, please contact:

San Miguel Authority for Regional Transportation
PO Box 3140
137 Society Dr, Unit B
Telluride, CO 81435
Attn: David Averill, Executive Director
970-239-6034
david.averill@smarttelluride.com

Proposal for Audit Services
For
San Miguel Authority for Regional Transportation
For the Year
Ending December 31, 2022

Blair and Associates, P.C.
105 S.E. Frontier Ave.
Cedaredge, Colorado 81413
970-856-7550 - Phone
970-856-2122 - Fax

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Blair and Associates, P.C.



January 11, 2023

San Miguel Authority for Regional Transportation (SMART)
P.O. Box 3140
Telluride, Colorado 81435
Attn: David Averill, Executive Director

Dear: Board of Directors and Management

Thank you for inviting Blair and Associates, P.C. to submit a bid proposal to serve the auditing needs for San Miguel Authority for Regional Transportation.

We believe that we have the experience, resources, and knowledge necessary to deliver the quality audit services that (SMART) deserves based off working experiences with other entities. In the past, we have placed a premium on client relationships and want to continue to help you in your accounting and auditing needs. We want you to consider us a resource for questions that come up throughout the year. We have invested our time and money in developing both our staff and our research materials and tools to be able to provide our clients with the most up to date information possible. We are also members of the Government Audit Quality Center of the AICPA.

We propose to audit the financial statements of (SMART) as of December 31, 2022. Our audit will be made in accordance with United States generally accepted auditing standards as adopted by the American Institute of Certified Public Accountants and will include tests of accounting data and procedures we consider necessary under the circumstances.

We will also conduct the audits in accordance with *Government Auditing Standards*, issued by the U.S. Comptroller General; the provisions of the U.S. Office of Management and Budget's (OMB) Circular A-133 *Compliance Supplement*; the provisions of OMB's Circular A-133 *Audits of States, Local Governments and Non-Profit Organizations*; and the Single Audit Act of 1996.

If selected as your auditors, we will meet with you at your earliest convenience to arrange for the preliminary audit work. At that time, we will also submit to you a definitive engagement letter.

- 1 -

Certified Public Accountants

105 S.E. Frontier Ave, Suite A Cedaredge, CO 81413 | 970-856-7550 | 970-856-2122 | www.bandacpas.com

The audit proposal is a firm and irrevocable offer for 90 days from January 11, 2023.

We will review all proposed adjusting entries with appropriate personnel before completion of the field work. Audit work papers are the property of Blair and Associates, P.C. Copies of the audit work papers will be made available to you upon completion of the audit.

Mr. Pete Blair, Jr., CPA, CFE, a principal in the firm, is authorized to make representations for the firm. His business address and telephone number are as follows:

105 S.E. Frontier Ave.
Cedaredge, Colorado 81413
Phone - 970-856-7550
Fax - 970-856-2122
(E-mail): peteblaircpa@yahoo.com

We appreciate the opportunity to make this proposal.

Technical Proposal (per RFP Outline)

Independence

The firm and each of its individual members are independent of (SMART) and any of its component units as defined by the AICPA and the General Accounting Office's *Government Auditing Standards* (June 2011 Revision).

License to Practice in Colorado

The firm and all assigned key professional staff are certified public accountants (CPAs) properly licensed to practice in Colorado.

Firm Qualifications and Experience

Please see the "Profile" section. The engagement will be performed by a partner, senior and one staff accountant.

Please see the copy of our most recent external quality control review at Appendix C. This review and each subsequent inspection included reviews of government engagements.

Partner, Supervisory and Staff Qualifications and Experience

Please see the "Profile of Blair and Associates, P.C." section.

The firm prohibits job discrimination on the basis of race, color, religion, gender, or national origin and requires affirmative action to ensure equality of opportunity in all aspects of employment.

Similar Engagements with Other Government Entities

Delta County
Leone Anderson, Finance Director
970-874-2103
landerson@deltacounty.com

San Miguel County
Ramona Rummel, Finance Director
970-327-4885
ramonar@sanmiguelcountyco.gov

All Points Transit
Montrose, Co 81427
Dave Buttenmiller, Sr. Accountant
970-497-8664

Specific Audit Approach

Please see the "Approach" section.

Profile of Blair and Associates, P.C.

Blair and Associates, P.C. is a full-service CPA firm. We are located in Cedaredge, Colorado. Our firm has been in existence since 1979. We have a full-time staff of qualified auditors for various audit clients in the governmental, financial institutions and non-profit sector. Our firm's activities include not only the auditing and management services mentioned above, but also include a variety of accounting, tax and client support services, and peer reviews.

Our firm uses an electronic audit software and binder system and is virtually paperless. Our staff is highly skilled in the use of electronic spread sheets and various other software applications. We use an automated work paper system for the audits which include general ledger, statistical sampling, risk assessments, internal controls, and analytical review procedures.

Our auditing staff includes a partner, thirty-five years of experience, CPA with over 30 years of experience, one senior accountant (CPA) with fifteen years' experience, two staff accountants, one with ten years' experience and one five years of experience with us.

The staff, as well as the partner take at least 40 hours of continuing education each year of which 24 hours is in governmental accounting and auditing.

Personnel Qualifications

Collice P. Blair, Jr., CPA, CFE
 105 S.E. Frontier Ave
 Cedaredge, Colorado 81413

Professional Experience:

| | |
|-------------------------------|--|
| January 1981 to present | Blair and Associates, P.C., CPA, performing all services associated with the practice of public accounting, including governmental audits. |
| | Mesa State College of Continuing Education Accounting instructor for two years. |
| May 1980 to December 1980 | Montrose Memorial Hospital Assistant Controller |
| January 1978 to December 1979 | Veterans Administration Finance Division St. Petersburg, Florida |

Industry audit experience includes:

Construction Contractors
 Governmental
 Not-for-profit Organizations
 Small Business

Professional Memberships:

American Institute of Certified Public Accountants
 Colorado Society of Certified Public Accountants
 Association of Certified Fraud Examiners
 Member of the Governmental Audit Quality Center

Education:

Bachelor of Science in Accounting, December 1979
 University South Florida

APPROACH TO THE AUDIT WORK

In accordance with generally accepted auditing standards, our approach places heavy emphasis on planning in order to make proper risk assessments and to determine the most effective and efficient way to perform our audit procedures. We will gain an understanding of how (SMART) operates in order to properly make this assessment and to tailor our audit plan to the unique needs of the entity.

Planning the Engagement

Audit Team Meeting

Soon after we are appointed as the SMART's auditors, we will meet with the audit team to discuss the engagement. We consider everyone on the audit team to be an integral component of that team. This will be an open discussion to highlight areas that we will concentrate on during the audit. We will consider our past experience with other governmental clients, as well as any new pronouncements from governmental and regulatory agencies. This will allow us to concentrate on potentially difficult areas of the audit before they become problems.

Meet with the SMART's Personnel

At this point, we will have a basic understanding of the areas that we will concentrate on during the audit. We will then meet with the SMART's personnel. At this meeting, we will discuss what you expect from us as auditors, risk assessments and any new pronouncements. We will review our preliminary audit plan with you to obtain your input. If you have any procedures that you want performed, or any areas that you would like us to concentrate on, we will consider them. Your input to the audit plan is very important to us, though the final determination of that plan will be ours. We will also set up a preliminary time schedule for the fieldwork and decide on any year-end work that we will do.

Final Planning

After the planning meeting with the SMART's personnel, we will finish the final planning for the audit. We will make the final staff assignments, and we will decide whether or not to rely on your internal control structure to reduce the amount of our audit testing. The final audit plan will be reviewed by Pete Blair to verify that all major areas of the SMART's operations will be audited in the most efficient way possible.

Fieldwork and Testing

System Documentation

The first step of our fieldwork will be to prepare systems memos. We will then perform "walk-through" tests of each system. These preliminary tests will give us a basic view of how your systems work. After we have performed the preliminary tests, we will analyze our preliminary decision on how much reliance we will place on the internal control structure to reduce our testing of account balances. If we decide to rely on the structure, we will expand our testing of internal control. If we feel that it would be more efficient not to rely on the internal control structure, we will test account balances more heavily.

Tests of Account Balances

We will perform detail tests of account balances. Since each fund is unique, they will be tested separately. We will test the balance sheet accounts for all funds together. Based on our experience with governmental clients, we have found this to be the most efficient way to audit. We use both statistical and nonstatistical sampling plans. The decision on what type and how large a sample to select is designed to provide us with the greatest possible audit evidence while still providing you with an affordable and effective audit. Analytical procedures (comparisons to prior year and budget, nonfinancial statistics to account balances) will be used in areas where significant efficiencies can be obtained. In accordance with both ***Generally Accepted Auditing Standards*** and ***Generally Accepted Government Auditing Standards*** sample sizes are determined based on identified risk, the size of the population, and quantitative and qualitative materiality considerations.

Audit Review

Pete Blair will review the work of the team in detail. This review will assure us that each major area of the audit has been audited in sufficient detail and provides you with the most efficient audit possible. This review will be done principally in your offices. Again, analytical procedures will be used to assure the account balances make sense from a business standpoint.

Reporting

Financial Statement Preparation

Once the workpapers have been reviewed by Pete, the financial statements will be prepared for your review. The financial statements should comply with the latest pronouncements of the Governmental Accounting Standards Board and the Colorado State Auditor's office.

The financial statements are your representations, and you are responsible for their content. We will advise you on the financial statement presentation and suggest any necessary changes.

Management Letter

As a continuing part of our audits, we will provide you with a comprehensive management letter. The letter will contain items that come to our attention during the audit. The management letter is an integral part of our audits. We consider it to be very important. We will provide you with useful, practical, and timely comments. The management letter will be delivered with the financial statements.

Continued Service

Our service to you does not stop after we have presented the financial statements. We will be available to provide you with any service that you may need, and we look forward to a year-round relationship with you. We are continually receiving updates on accounting pronouncements and will keep you informed of these constantly changing trends.

Single Audit Act (A-133) Audit

Your entire audit team is trained in the requirements of the Single Audit Act and in the techniques necessary to perform an efficient and effective compliance audit. To accomplish the single audit, we will perform the following steps:

Determination of Federal Financial Assistance

As soon as possible after the end of the year, we will review your schedule of expenditures of federal awards to determine the major federal programs. This determination will affect the extent of compliance testing that will be necessary for a complete single audit. We will test all major federal programs for specific compliance with applicable laws and regulations. We will also test the internal controls of your federal financial programs.

Contact with the Oversight Agency

Once the preliminary audit plan has been devised, we will contact your federal oversight agency, if necessary. We feel that we can provide you with the best possible audit by working closely with your oversight agency. We will seek their input and advice throughout the course of the audit. At this point, we will submit our preliminary audit plan to the oversight agency for their input and approval.

Fieldwork

As much as possible, we will perform the single audit in conjunction with your financial audit. While we are performing the fieldwork for the financial audit, we will also do the compliance testing required under the Single Audit Act. We will test the internal controls over your federal financial programs and test the specific compliance with applicable laws and regulations of any major federal programs. We will also test the specific compliance of any item of federal financial assistance selected for testing.

Authoritative Pronouncements

We will follow the guidelines and authoritative pronouncements of the following organizations in the performance of both the financial audit and the audit of federal financial assistance:

- American Institute of Certified Public Accountants
- U.S. General Accounting Office
- U.S. Office of Management and Budget
- Governmental Accounting Standards Board
- Colorado State Auditor

Proposal Form

January 11, 2023

San Miguel Authority for Regional Transportation
Telluride, Colorado

Dear: Board of Directors and Management

The fee for the preparation of the SMART's audit in accordance with United States generally accepted auditing standards as adopted by the American Institute of Certified Public Accountants will be \$6,500.

There will be an additional \$3,500 to perform the single audit which will be conducted under the *Government Auditing Standards*, the provisions of the U.S. Office of Management and Budget's (OMB) Circular A-133 *Compliance Supplement*; the provisions of OMB's Circular A-133 *Audits of States, Local Governments and Non-Profit Organizations*; and the Single Audit Act of 1996.

Total price of the audit, including the single audit under A-133, will be \$10,000.

| Standard Audit | <u>Hours</u> | Single Audit | <u>Hours</u> |
|----------------|--------------|--------------|--------------|
| Partner | 8 | | 10 |
| Senior | 20 | | 15 |
| Staff | 40 | | |
| Totals | 68 | | 25 |

| | |
|--|--|
| <p>Colorado Department of Regulatory Agencies Division of Professions and Occupations</p> <p>Board of Accountancy Collice P. Blair JR Certified Public Accountant</p> <p>CPA.0006883 Number Active Credential Status Verify this credential at: dpo.colorado.gov</p> <p>12/01/2021 Issue Date 11/30/2023 Expire Date</p> <p><i>Ronne Hines</i> 1876 Division Director: Ronne Hines Credential Holder Signature</p> | <p>Colorado Department of Regulatory Agencies Division of Professions and Occupations</p> <p>Board of Accountancy Collice P. Blair JR Certified Public Accountant</p> <p>CPA.0006883 Number Active Credential Status Verify this credential at: dpo.colorado.gov</p> <p>12/01/2021 Issue Date 11/30/2023 Expire Date</p> <p><i>Ronne Hines</i> 1876 Division Director: Ronne Hines Credential Holder Signature</p> |
|--|--|

**Colorado Department of Regulatory Agencies
Division of Professions and Occupations**

Board of Accountancy
Blair and Associates P.C.
Public Accounting Firm

FRM.0006787
Number
Active
Credential Status
Verify this credential at: www.colorado.gov/dora/dpo

09/01/2020
Issue Date
08/31/2023
Expire Date

Ronne Hines 1876
Division Director: Ronne Hines Credential Holder Signature



A Professional Corporation of
Certified Public Accountants

Report on the Firm's System of Quality Control

To the Owner
Blair and Associates, P.C.
and the Peer Review Board of the Colorado Society of CPA's

We have reviewed the system of quality control for the accounting and auditing practice of Blair and Associates, P.C., in effect for the year ended December 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included an engagement performed under *Government Auditing Standards* and a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Blair and Associates, P.C. in effect for the year ended December 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Blair and Associates, P.C. has received a peer review rating of *pass*.

Anderson & Whitney, P.C.

October 20, 2021

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**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL AUTHORITY FOR REGIONAL
TRANSPORTATION APPROVING THE SELECTION OF BLAIR AND ASSOCIATES P.C. FOR THE PURPOSE OF
PROVIDING INDEPENDENT ANNUAL FINANCIAL STATEMENT AUDIT SERVICES**

RESOLUTION NO. 2023-5

RECITALS:

WHEREAS, the San Miguel Authority for Regional Transportation (SMART) has need for outside auditing services; and

WHEREAS, SMART drafted and distributed a Request for Proposals on December 19th, 2022 with the goal of identifying a qualified firm of Certified Public Accountants that can best offer the level of service required by SMART;

WHEREAS, one qualified company, Blair and Associates P.C., submitted a responsive proposal;

WHEREAS, staff and the Audit RFP evaluation committee reviewed the proposal for completeness and cost effectiveness and recommends that the Board of Directors enter into an agreement with Blair and Associates, P.C. for the performance of auditing services;

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

1. **THAT**, for the purpose of meeting all general audit requirements and accompanying reviews they hereby select Blair and Associates, P.C. to undertake the work. The proposal from Blair and Associates, P.C. is attached as Exhibit A.

ADOPTED AND APPROVED BY THE BOARD OF DIRECTORS OF THE SAN MIGUEL AUTHORITY FOR REGIONAL TRANSPORTATION AT A REGULAR PUBLIC MEETING THIS 9TH DAY OF FEBRUARY, 2023.

Joe Dillsworth, Board Chair

ATTEST:

David Averill, Executive Director

AGENDA ITEM SUMMARY (AIS)

San Miguel Authority for Regional Transportation



| Meeting Date | Agenda Item | Submitted By |
|--|-------------|---|
| February 9th, 2023 | 5 | D.Averill |
| Objective/Requested Action | | |
| This is a discussion item to review the 4th Quarter of 2022 Performance Report. | | Report Work Session X Discussion Action |
| Key Points | | |
| <p>Highlights and comparisons to Q3 of 2022:</p> <ul style="list-style-type: none"> - Ridership continues to show a positive trend - Cost per passenger trip is holding steady with slight increases due to maintenance costs - Steady trend of road calls on the Norwood route is concerning and indicative of older rolling stock - Two animal strikes with vanpool vans this quarter (reported as incidents), which is something we haven't seen before - The number of passenger complaints is improving but is something we continue to monitor. | | |
| Committee Discussion | | |
| NA | | |
| Supporting Information | | |
| NA | | |
| Fiscal Impact | | |
| NA | | |
| Advantages | | |
| None noted. | | |
| Disadvantages | | |
| None Noted. | | |
| Analysis/Recommendation(s) | | |
| NA | | |
| Attachments | | |
| SMART Performance Report for 4th Quarter 2022 | | |

SMART Performance Measures - 4th Quarter 2022

| PM Category: Service Delivery | | | | | | | | | | | | | |
|---|--------------------|--------------------|------------------------|------------------------|-----------------|-----------------|-------------------|-------------------|-------------------------|-------------------------|----------------------------|----------------------------|----------------------|
| Measure | Norwood 3rd Q 2022 | Norwood 4th Q 2022 | Down Valley 3rd Q 2022 | Down Valley 4th Q 2022 | Rico 3rd Q 2022 | Rico 4th Q 2022 | Lawson 3rd Q 2022 | Lawson 4th Q 2022 | Lawson - TMV 3rd Q 2022 | Lawson - TMV 4th Q 2022 | Vanpool program 3rd Q 2022 | Vanpool program 4th Q 2022 | Fall Off-Season 2022 |
| Revenue Hours Provided | 602 | 662 | 348 | 342 | 104 | 108 | 1014 | 790 | 0 | 124 | 780 | 914 | 1263 |
| Ridership | 6360 | 6804 | 1382 | 1600 | 437 | 466 | 2954 | 1552 | 0 | 195 | 1901 | 2143 | 6822 |
| Ridership - Passengers/Revenue Service Hour | 10.56 | 10.28 | 3.97 | 4.67 | 4.20 | 4.30 | 3.27 | 1.96 | 0 | 1.57 | 2.44 | 2.34 | 5.40 |

| PM Category: Safety and Security | | | | | | | | | | | | | |
|---|--------------------|--------------------|------------------------|------------------------|-----------------|-----------------|-------------------|-------------------|-------------------------|-------------------------|----------------------------|----------------------------|----------------------|
| Measure | Norwood 3rd Q 2021 | Norwood 4th Q 2021 | Down Valley 3rd Q 2021 | Down Valley 4th Q 2021 | Rico 3rd Q 2021 | Rico 4th Q 2021 | Lawson 3rd Q 2021 | Lawson 4th Q 2021 | Lawson - TMV 3rd Q 2022 | Lawson - TMV 4th Q 2022 | Vanpool program 3rd Q 2022 | Vanpool program 4th Q 2022 | Fall Off-Season 2022 |
| Accidents | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Incidents | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 1 | 0 | 2 | 0 |
| Road calls for assistance | 3 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 |

| PM Category: Economic | | | | | | | | | | | | | |
|--|--------------------|--------------------|------------------------|------------------------|-----------------|-----------------|-------------------|-------------------|-------------------------|-------------------------|----------------------------|----------------------------|----------------------|
| Measure | Norwood 3rd Q 2021 | Norwood 4th Q 2021 | Down Valley 3rd Q 2021 | Down Valley 4th Q 2021 | Rico 3rd Q 2021 | Rico 4th Q 2021 | Lawson 3rd Q 2021 | Lawson 4th Q 2021 | Lawson - TMV 3rd Q 2022 | Lawson - TMV 4th Q 2022 | Vanpool program 3rd Q 2022 | Vanpool program 4th Q 2022 | Fall Off-Season 2022 |
| Cost per passenger trip | \$10.34 | \$13.62 | \$26.87 | \$26.21 | \$27.54 | \$32.03 | \$36.60 | \$57.95 | NA | \$97.47 | \$1.86 | \$5.57 | \$18.02 |
| Fare recovery | \$6,797.00 | \$13,288.00 | \$611.00 | \$714.00 | \$698.00 | | \$0.00 | \$0.00 | NA | \$0.00 | \$5,520.00 | \$3,780.00 | \$0.00 |
| Operating Farebox ratio (fares/expenditures) | 10.20% | 14.34% | 1.60% | 0.00% | 5.80% | 6.90% | 0.00% | 0.00% | NA | 0.00% | 64.00% | 33.20% | 0.00% |

| PM Category: Passenger Comfort | | | | | | | | | | | | | |
|---------------------------------------|--------------------|--------------------|------------------------|------------------------|-----------------|-----------------|-------------------|-------------------|-------------------------|-------------------------|----------------------------|----------------------------|----------------------|
| Measure | Norwood 3rd Q 2021 | Norwood 4th Q 2021 | Down Valley 3rd Q 2021 | Down Valley 4th Q 2021 | Rico 3rd Q 2021 | Rico 4th Q 2021 | Lawson 3rd Q 2021 | Lawson 4th Q 2021 | Lawson - TMV 3rd Q 2022 | Lawson - TMV 4th Q 2022 | Vanpool program 3rd Q 2022 | Vanpool program 4th Q 2022 | Fall Off-Season 2022 |
| Passenger Complaints | 2 | 2 | 1 | 2 | 2 | 0 | 6 | 0 | NA | 0 | 0 | 0 | 6 |

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

| | Total | | | % of Budget |
|--|------------------------|------------------------|------------------------|----------------|
| | Actual | Budget | over Budget | |
| Income | | | | |
| 4200 Grants | 0.00 | 0.00 | 0.00 | |
| 4201 CDOT Planning (5304) Grant | 19,358.00 | 15,000.00 | 4,358.00 | 129.05% |
| 4203 CDOT Operating (5311) Grant | 542,521.00 | 182,160.00 | 360,361.00 | 297.83% |
| 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 | 20,000.00 | 63,247.19 | 416.24% |
| 4211 CDOT CRRSAA grant (unanticipated) | 41,688.00 | 65,000.00 | -23,312.00 | 64.14% |
| Total 4200 Grants | \$ 928,075.19 | \$ 282,160.00 | \$ 645,915.19 | 328.92% |
| 4301 Rental Income | 121,039.63 | 100,000.00 | 21,039.63 | 121.04% |
| Fees for Service | 0.00 | 0.00 | 0.00 | |
| 4050 Fares - Norwood/Downvalley/Rico | 45,327.81 | 39,999.96 | 5,327.85 | 113.32% |
| 4053 Fares - Ridgeway/Montrose Van pools | 13,974.32 | 7,500.00 | 6,474.32 | 186.32% |
| Total Fees for Service | \$ 59,302.13 | \$ 47,499.96 | \$ 11,802.17 | 124.85% |
| 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 | 382,140.06 | 150,000.00 | 232,140.06 | 254.76% |
| Total Intergovernmental Revenue | \$ 415,174.18 | \$ 150,000.00 | \$ 265,174.18 | 276.78% |
| Tax Revenues | 0.00 | 0.00 | 0.00 | |
| 4000 Property Tax Revenue | 679,567.42 | 693,878.00 | -14,310.58 | 97.94% |
| 4000.1 Property Tax Revenue (Abatement) | 22,406.11 | 0.00 | 22,406.11 | |
| 4000.2 Property Tax Revenue (Dolores County) | 5,029.22 | 0.00 | 5,029.22 | |
| Total 4000 Property Tax Revenue | \$ 707,002.75 | \$ 693,878.00 | \$ 13,124.75 | 101.89% |
| 4002 Specific Ownership Taxes | 30,429.96 | 0.00 | 30,429.96 | |
| 4002.1 Specific Ownership Taxes (Abatement) | 1,011.48 | 0.00 | 1,011.48 | |
| Total 4002 Specific Ownership Taxes | \$ 31,441.44 | \$ 0.00 | \$ 31,441.44 | |
| 4004 Interest on Taxes | 2,001.43 | 0.00 | 2,001.43 | |
| 4004.1 Interest on Tax (Abatement) | 59.32 | 0.00 | 59.32 | |
| Total 4004 Interest on Taxes | \$ 2,060.75 | \$ 0.00 | \$ 2,060.75 | |
| 4006 Delinquent Tax | 206.64 | 0.00 | 206.64 | |
| 4006.1 Delinquent Tax (Abatement) | 3.67 | 0.00 | 3.67 | |
| Total 4006 Delinquent Tax | \$ 210.31 | \$ 0.00 | \$ 210.31 | |
| 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 | 1,391,788.30 | 776,439.97 | 615,348.33 | 179.25% |
| Total Tax Revenues | \$ 2,130,385.81 | \$ 1,470,317.97 | \$ 660,067.84 | 144.89% |
| Total Income | \$ 3,653,976.94 | \$ 2,049,977.93 | \$ 1,603,999.01 | 178.24% |
| Gross Profit | \$ 3,653,976.94 | \$ 2,049,977.93 | \$ 1,603,999.01 | 178.24% |

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 | 2,997.66 | 2,000.00 | 997.66 | 149.88% |
| 6081 CASTA & SWTA Dues | 375.00 | 1,750.00 | -1,375.00 | 21.43% |
| 6082 Conf. Registration & Lodging | 1,159.00 | 4,000.00 | -2,841.00 | 28.98% |
| 6083 Training Registration & Lodging | 0.00 | 1,500.00 | -1,500.00 | 0.00% |
| Total Association Dues, Conf. & Training | \$ 4,531.66 | \$ 9,250.00 | -\$ 4,718.34 | 48.99% |
| Facility Maintenance | 3,445.15 | 0.00 | 3,445.15 | |
| 6034 Winter Plowing (office) | 0.00 | 1,500.00 | -1,500.00 | 0.00% |
| 6035 Utilities (office) | 12,184.26 | 4,500.00 | 7,684.26 | 270.76% |
| 6036 HOA Dues | 1,574.52 | 1,580.00 | -5.48 | 99.65% |
| 6037 Janitorial (office) | 3,207.99 | 3,300.00 | -92.01 | 97.21% |
| 6038 Landscape/Maintenance (office) | 573.86 | 2,000.00 | -1,426.14 | 28.69% |
| 6039 Property Management (office) | 8,562.08 | 9,000.00 | -437.92 | 95.13% |
| Total Facility Maintenance | \$ 29,547.86 | \$ 21,880.00 | \$ 7,667.86 | 135.05% |
| Lawson Hill Intercept Lot | 25,423.54 | 0.00 | 25,423.54 | |
| 6301 Intrcpt Lot Maintenance & Plow | 1,394.67 | 10,500.00 | -9,105.33 | 13.28% |
| 6303 Janitorial Supplies | 0.00 | 2,500.00 | -2,500.00 | 0.00% |
| 6304 Janitorial Service | 5,550.00 | 13,000.00 | -7,450.00 | 42.69% |
| 6305 Utilities (gas/electric) | 6,812.55 | 2,500.00 | 4,312.55 | 272.50% |
| 6306 Security/Parking Enforcement | 580.82 | 9,000.00 | -8,419.18 | 6.45% |
| 6307 Garbage/Trash Removal | 2,098.06 | 1,000.00 | 1,098.06 | 209.81% |
| 6308 Landscape Maintenance | 505.00 | 2,500.00 | -1,995.00 | 20.20% |
| Total Lawson Hill Intercept Lot | \$ 42,364.64 | \$ 41,000.00 | \$ 1,364.64 | 103.33% |
| Personnel Expenditures | 0.00 | 0.00 | 0.00 | |
| 6100 Salaries | 205,500.00 | 207,000.00 | -1,500.00 | 99.28% |
| 6110 401k Company Match | 6,600.00 | 65,000.00 | -58,400.00 | 10.15% |
| 6111 Ski Pass | 4,900.00 | 0.00 | 4,900.00 | |
| 6112 Employee Health Insurance | 33,545.00 | 0.00 | 33,545.00 | |
| 6120 Payroll Tax Expense | 15,720.72 | 16,000.00 | -279.28 | 98.25% |
| Total Personnel Expenditures | \$ 266,265.72 | \$ 288,000.00 | -\$ 21,734.28 | 92.45% |
| Professional Services & Operations | 101,103.89 | 0.00 | 101,103.89 | |
| 6010 Dues & Fees | 3,426.04 | 0.00 | 3,426.04 | |
| 6015 Bank Charges & Fees | 25.00 | 0.00 | 25.00 | |
| 6020 Office Expense | 12,389.95 | 6,000.00 | 6,389.95 | 206.50% |
| 6040 Insurance (PC/WC Coverage) | 13,393.64 | 12,000.00 | 1,393.64 | 111.61% |
| 6060 Postage & Shipping | 391.82 | 0.00 | 391.82 | |
| 6070 PR/Marketing | 53,612.82 | 50,000.00 | 3,612.82 | 107.23% |
| 6071 Mileage Reimb. | 1,359.06 | 2,200.00 | -840.94 | 61.78% |
| 6072 Website Support | 615.17 | 3,500.00 | -2,884.83 | 17.58% |
| 6073 Onboard Tech | 0.00 | 9,700.00 | -9,700.00 | 0.00% |
| 6200 Attorney fees | 6,050.00 | 15,000.00 | -8,950.00 | 40.33% |
| 6210 Bookkeeping-CPA Audit | 23,916.67 | 5,300.00 | 18,616.67 | 451.26% |
| 6220 Consulting Services (5304 Grant) | 27,469.55 | 113,800.00 | -86,330.45 | 24.14% |
| Total Professional Services & Operations | \$ 243,753.61 | \$ 217,500.00 | \$ 26,253.61 | 112.07% |
| Professional Servies | 7,751.13 | 0.00 | 7,751.13 | |

| | | | | |
|---|------------------------|------------------------|------------------------|-----------------|
| 6113 401K Plan | 750.00 | 0.00 | 750.00 | |
| 6240 Treasurer's Fee | 20,990.39 | 19,000.00 | 1,990.39 | 110.48% |
| Total Professional Servies | \$ 29,491.52 | \$ 19,000.00 | \$ 10,491.52 | 155.22% |
| Transit & Transp. Services | 0.00 | 0.00 | 0.00 | |
| 6300 Rico/Lawson/DV/Norwood | 899,477.01 | 588,000.00 | 311,477.01 | 152.97% |
| 6340 Mtn. Village Shuttles | 16,444.27 | 0.00 | 16,444.27 | |
| 6345 Fuel - Norwood/Down Valley/Rico/Lawson | 108,723.65 | 99,999.96 | 8,723.69 | 108.72% |
| 6350 Offseason Service | 207,499.19 | 260,000.00 | -52,500.81 | 79.81% |
| 6360 San Miguel County cmtr shuttle | 18,341.23 | 82,000.00 | -63,658.77 | 22.37% |
| 6370 Vehicle Licenses & Fees | 95.27 | 0.00 | 95.27 | |
| 6371 Van - Maintenance & Insurance | 38,234.71 | 30,000.00 | 8,234.71 | 127.45% |
| 6372 Medical Shuttles | 15,000.00 | 15,000.00 | 0.00 | 100.00% |
| 6373 Parts Allowance (large buses) | 24,155.98 | 39,999.96 | -15,843.98 | 60.39% |
| 6374 Service Expansion Pool | 0.00 | 185,000.04 | -185,000.04 | 0.00% |
| 6375 Covid-19 Supplementary Service | 25,000.00 | 25,000.00 | 0.00 | 100.00% |
| Total Transit & Transp. Services | \$ 1,352,971.31 | \$ 1,324,999.96 | \$ 27,971.35 | 102.11% |
| Total Expenses | \$ 1,964,910.67 | \$ 1,921,629.96 | \$ 43,280.71 | 102.25% |
| Net Operating Income | \$ 1,689,066.27 | \$ 128,347.97 | \$ 1,560,718.30 | 1316.01% |
| Other Income | | | | |
| 4300 Interest Earned | 401.06 | 0.00 | 401.06 | |
| Total Other Income | \$ 401.06 | \$ 0.00 | \$ 401.06 | |
| Other Expenses | | | | |
| 6400 Capital Purchases | 6,759.07 | 0.00 | 6,759.07 | |
| Total Other Expenses | \$ 6,759.07 | \$ 0.00 | \$ 6,759.07 | |
| Net Other Income | -\$ 6,358.01 | \$ 0.00 | -\$ 6,358.01 | |
| Net Income | \$ 1,682,708.26 | \$ 128,347.97 | \$ 1,554,360.29 | 1311.05% |

Monday, Feb 06, 2023 11:15:04 AM GMT-8 - Accrual Basis

AGENDA ITEM SUMMARY (AIS)

San Miguel Authority for Regional Transportation



| Meeting Date | Agenda Item | Submitted By |
|---|-------------|---|
| February 9 th , 2023 | 6 | D.Averill |
| <p>This is an action item to consider for approval a Resolution of Intent expressing SMART’s recognition of how important the ongoing Gondola planning process is to the region and its intention of taking on more of a lead role in that process in the future.</p> | | <p>Report Work Session Discussion X Action</p> |
| <p>Key Points</p> | | |
| <p>The planning process for the post-2027 future of the Mountain Village Gondola is in full swing and the region is nearing some key decision points in identifying a long-term regional funding solution to cover the costs of future operations and maintenance, as well as the capital funding needed for a potential full rebuild of the original machine. Staff and every member of the SMART Board of Directors are involved in the process at either the Gondola Sub-Committee or Gondola Leadership Committee levels – in some cases both.</p> <p>Based on a recommendation from the Gondola Sub-Committee, the Gondola Leadership Committee has expressed that they would like SMART to be the primary project sponsor moving forward. It makes complete sense for a Regional Transportation Authority such as SMART to take on a lead role in this regard, particularly since SMART was created for the purpose of coordinating, planning, financing, constructing, operating and maintaining a regional multi-modal transportation system. Obviously the Gondola is a key component of our regional transportation system.</p> <p>To date, SMART has not obligated any significant resources to the Gondola planning process – financial or otherwise. SMARTs focus over the six years since its inception has been to assume responsibility for previously existing regional bus and vanpool services, sustainably build on those services to offer more mobility options throughout the region, and at the same time work to assemble the physical infrastructure (primarily vehicles and facilities) necessary to support a growing regional bus and vanpool system. If SMART is to continue to be successful in this regard and also take on a project leadership role for the Gondola planning process and beyond it will need additional financial resources (in the near and long-term) and additional staffing. This resolution recognizes that reality and directs the Executive Director to engage with our local partners to identify cost sharing and staffing options, along with other necessary details regarding roles and responsibilities, and propose an agreement and structure amenable to all parties.</p> <p>On a final note, it’s clear that the Gondola planning process is incredibly important to the region and taking on a leadership role in that process fits SMARTs mission. However, Staff feels strongly that taking on the responsibility being asked of SMART cannot come at a cost (now or in the future) to our bus and vanpool programs. It will be very important for SMART to not become solely focused on the questions surrounding the Gondola but to also continue to position itself to provide a high level of service for our current bus and vanpool customers who depend on us for travel throughout the region. Furthermore, beyond the SMART Board of Directors, it will be imperative for the entire Gondola Leadership Committee to work together and make sound decisions to ensure that SMART remains on a financially sustainable path in taking on this responsibility now and into the future.</p> | | |
| <p>Committee Discussion</p> | | |
| <p>NA</p> | | |
| <p>Supporting Information</p> | | |

| |
|---|
| NA |
| Fiscal Impact |
| NA at this time. |
| Advantages |
| Approval of this Resolution formally articulates what SMART intends to commit to vis a vis the Gondola planning process in an open and transparent manner. As written, it acknowledges that SMART will need additional resources and it gives the Executive Director direction to negotiate with local partners to identify additional financial and staffing resource needed by SMART to advance the process in a leadership role. |
| Disadvantages |
| None noted. |
| Analysis/Recommendation(s) |
| Staff recommends |
| Attachments |
| NA |

A RESOLUTION OF THE SAN MIGUEL AUTHORITY FOR REGIONAL TRANSPORTATION BOARD OF DIRECTORS EXPRESSING ITS INTENT TO ACCEPT CERTAIN RESPONSIBILITIES PERTAINING TO THE ONGOING PLANNING FOR THE FUTURE OF THE MOUNTAIN VILLAGE GONDOLA

RESOLUTION 2023-6

WHEREAS, the San Miguel Authority for Regional Transportation (SMART) was created to help local governments achieve their goals of improving regional mobility, improving air quality, reducing greenhouse gas emissions, reducing traffic and congestion, and enhancing safety on area highways; and

WHEREAS, SMART was also created for the purpose of coordinating, planning, financing, constructing, operating and maintaining a regional multi-modal transportation system; and

WHEREAS, the SMART Board of Directors recognizes that the Mountain Village Gondola (“the Gondola”) is a key regional transportation asset and that its ongoing operations and maintenance are critical to the regional transportation system; and

WHEREAS, the current funding agreement for operations and maintenance of the Gondola sunsets on December 31st, 2027; and

WHEREAS, the Gondola is nearing the end of its service life and will require significant capital upgrades in the coming years; and

WHEREAS, the SMART Board of Directors strongly supports the ongoing regional dialogue regarding the future of the Gondola, and believes it is in the best interest of the region to collaborate in an effort to identify ongoing operations and maintenance funding for the Gondola, as well as develop a financing and/or grant strategy to address the future capital needs of the Gondola system; and

WHEREAS, SMART, as a Regional Transportation Authority created pursuant to Section 43-4-601 et seq. Colorado Revised Statutes, as amended, is uniquely positioned to raise voter approved revenue, issue voter approved debt, apply for grants, enter into long-term operating agreements, operate a regional transit system, and undertake other activities that may be required to ensure the long-term viability of the Gondola; and

WHEREAS, the Gondola Leadership Committee, comprised of the elected officials of SMART member jurisdictions and other stakeholders, has expressed a desire to have SMART become the project sponsor for current Gondola related planning needs and future projects; and

WHEREAS, SMART has not budgeted for or allocated financial resources to any past or future Gondola operations, planning studies, financial analyses, or capital projects; and

WHEREAS, it is the intent of the SMART Board of Directors to collaborate with its local, state, and Federal partners to pursue additional long-term funding for the capital and operational expenses for the Gondola; and

WHEREAS, it is the intent of the SMART Board of Directors to work with its local partners to position SMART to be the project sponsor moving forward for needed system planning, financial analysis, grant applications, etc. related to securing long term operations and capital funding for the Gondola.

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

1: The SMART Board of Directors directs the SMART Executive Director to engage formally with local partners to identify specific actions, specific roles and responsibilities, potential cost sharing arrangements for staffing needs and outside consultants, matching funds for grant applications, etc. related to the current effort to identify long term operations and capital funding for the Gondola system; and

2: The SMART Board of Directors directs that when the above specific actions and details identified above are agreed upon by all parties, that the SMART Executive Director and designees from other partner entities propose a Memorandum of Understanding or Intergovernmental Agreement to be presented to the SMART Board of Directors for its consideration and approval.

ADOPTED AND APPROVED by the Board of Directors at a regular public meeting held on the 9th day of February, 2023.

By: _____

Joe Dillsworth, SMART Board Chair

Attest:

David Averill, SMART Executive Director

• **Update on Senior & Disabled Transit Service Roadmap**

We had hoped to present the final report for the Senior & Disabled Transit Service Roadmap to the Board this month, but we have not gotten comments on the draft from staff at Tri-County Health Network. Since they are an important stakeholder in this discussion, we thought it would be best to wait and incorporate Tri-County Health Network comments into the final version. The final report will be presented to the Board when we get those comments.

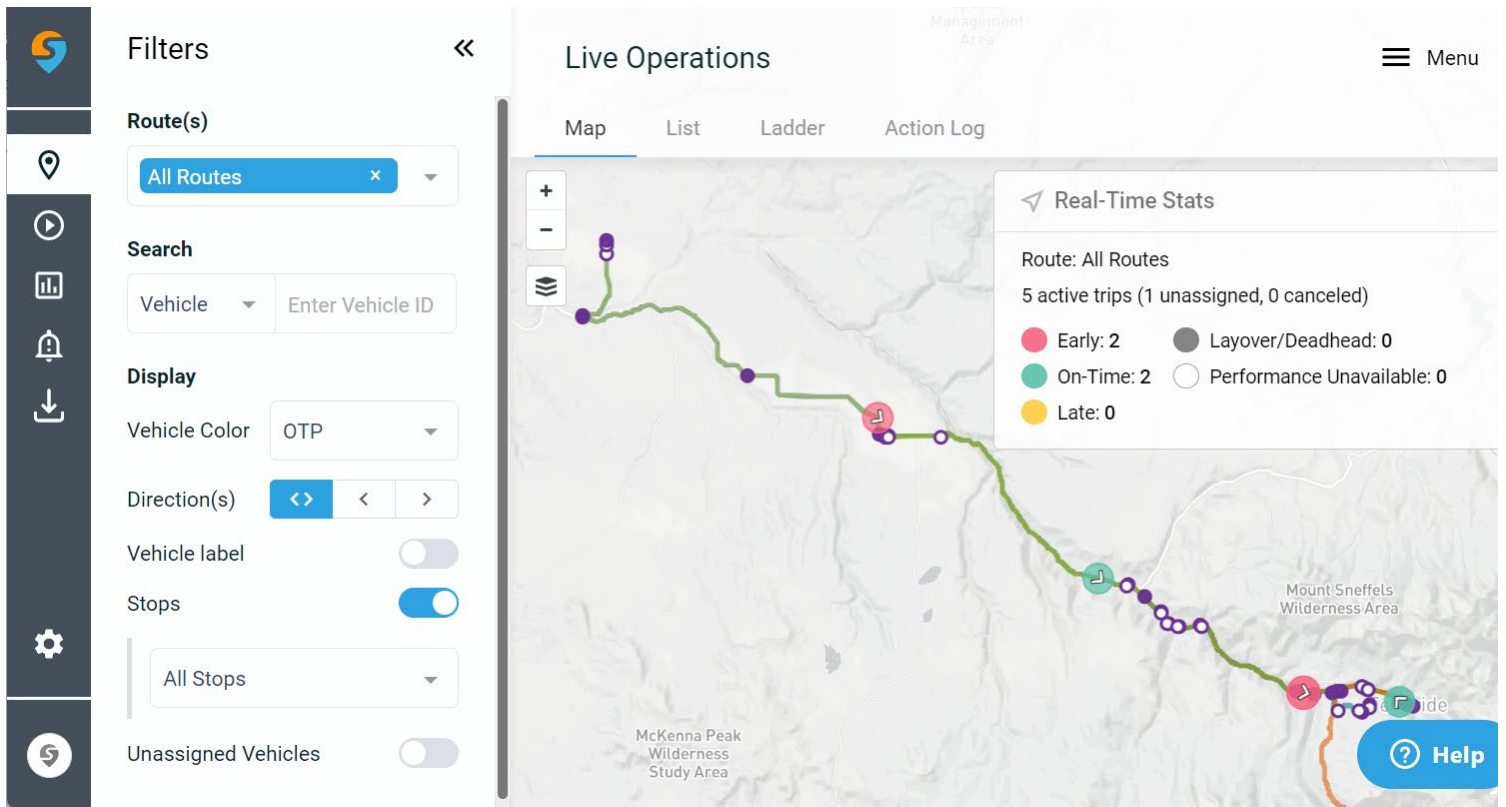
• **Update on Real-Time Passenger Information App**

The pilot project with Swiftly is progressing. The kinks in the files that I had provided to their technicians have been worked out. The app, from my end, continues to look promising. We are still adjusting the

times at which the app determines that the bus has missed its route. This had been occurring a little too quickly so buses that are just very late were not showing up on my computer.

Swiftly staff has sent the files from their side to Transit so the part of the program that is public facing can be integrated. Once this integration has occurred, we can begin to offer the app to bus users to test. We anticipate that the integration process will take two weeks.

The following is a screen shot of the buses on the Swiftly app from the morning of Friday, February 3rd. As you can see, the app lets us know where the buses are and whether or not they are late, on time or early.

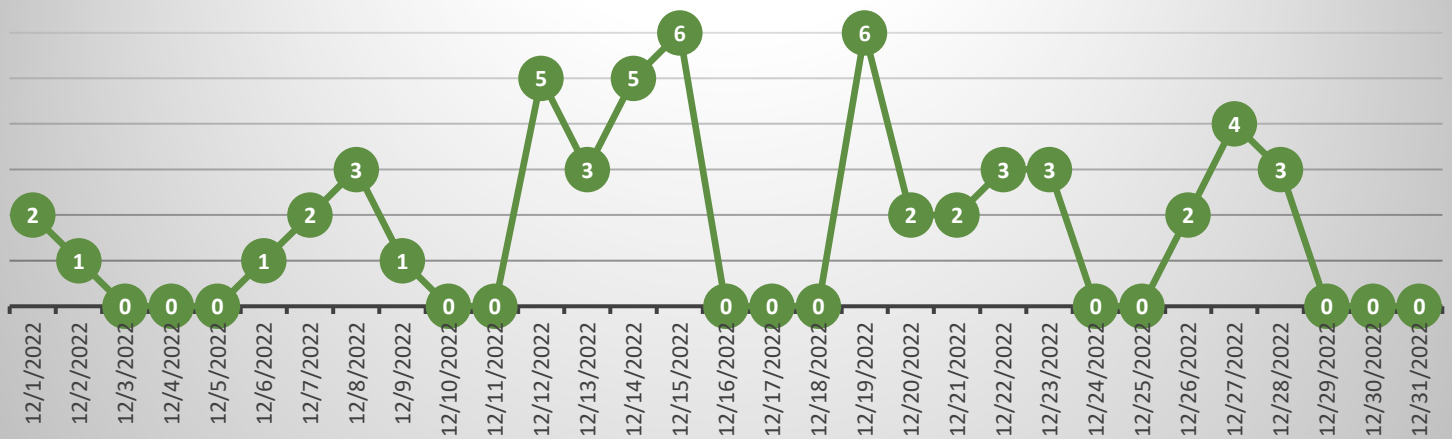




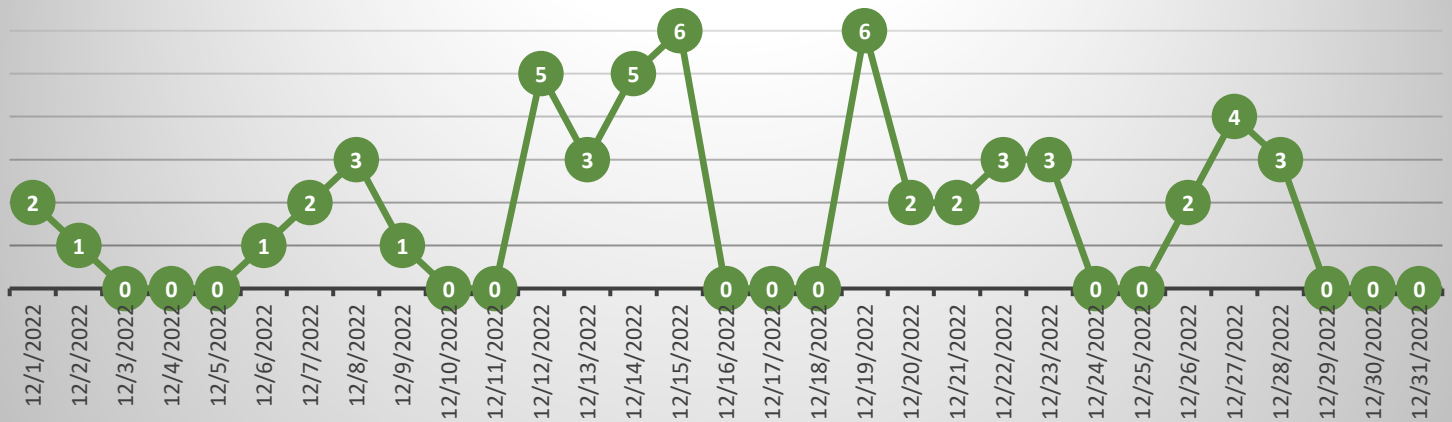
• **Lawson Hill / Mountain Village Route Update**

The new Lawson Hill / Mountain Village route has been running now for just over two months. The following graphs illustrate the ridership on that route in December. Except for December 5th and 16th, the days with no riders are weekends or holidays. Our buses do run on holidays but it looks as though most of the riders using this route work jobs with traditional hours. Complete records of ridership in January are not yet available.

December AM 2022 Lawson Hill Mountain Village Ridership



December PM 2022 Lawson Hill Mountain Village Ridership

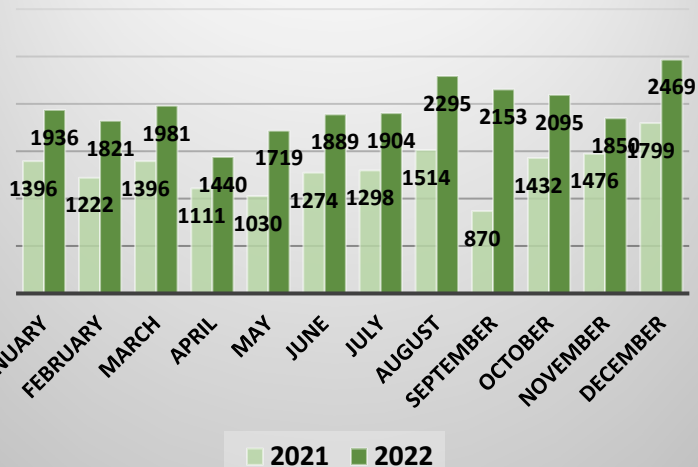




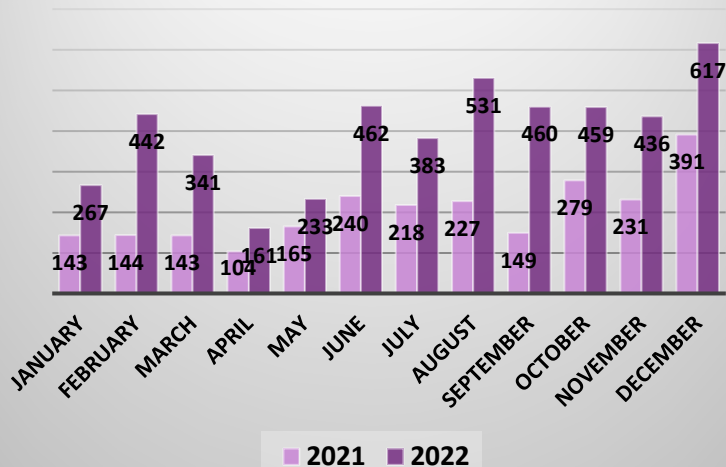
• **Ridership 2021 - 2022**

As can be seen on the graphs below, SMART ridership increased between 2021 and 2022 on all routes except for Rico. We also increased service in 2022. We added three Norwood trips and additional Lawson Hill service.

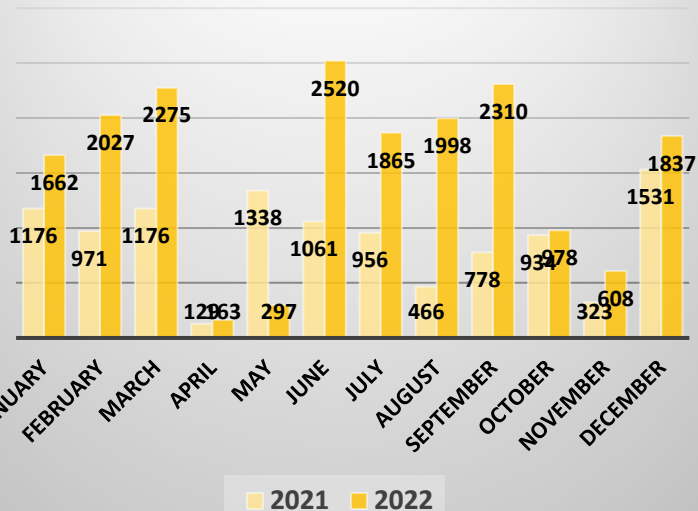
**Nucla/Norwood Monthly Ridership
2021/2022**



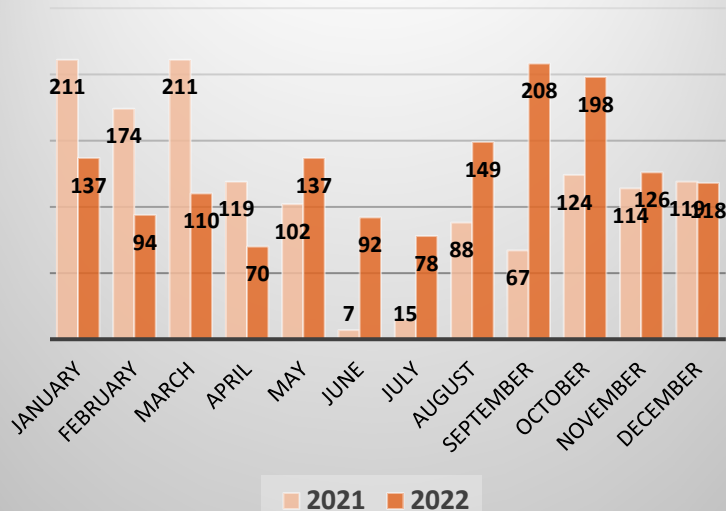
**Down Valley Monthly Ridership
2021/2022**



Lawson Hill Ridership 2021/2022



Rico Monthly Ridership 2021/2022



• **Carbon Footprint**

I thought it would be interesting to look at the carbon savings that bus ridership generated over the course of the year to understand to what degree our service is contributing to lessening the area’s carbon footprint. Predictably, some routes performed better than others. The following are graphs illustrating carbon footprint reduction.

SMART’s Total Carbon Offset – 563,303 lbs

Notes about carbon calculations:

- Rider data is collected by hand by the drivers. The numbers of recorded riders boarding does not always match the numbers of riders getting off. I took the liberty of reconciling the two numbers.
- I used an average of 24.2 miles per gallon for passenger vehicles. While that number is high for sedans, many people in this area drive SUVs and trucks.
- According to the EPA, every gallon of gas burned creates 8,887 grams of carbon, which equals 19.5925 pounds. Every gallon of diesel burned creates 22.44 pounds of carbon.
- For these calculations, I used miles per gallon of the bus most frequently used on a given route. That is not always consistent.

Nucla Naturita M-F AM Route



- Annual Carbon Emissions in lbs by cars
- Annual Carbon Emissions in lbs by buses
- Saved Carbon in lbs

Nucla Naturita M-F PM Route



- Annual Carbon Emissions in lbs by cars
- Annual Carbon Emissions in lbs by buses
- Saved Carbon in lbs

| Nucla / Naturita M-F Carbon Offset Calculations | | | | | | |
|---|-----------------|----------------------------|------------------------|--|---|----------------------|
| Route | Passenger miles | Passenger miles per gallon | Total Gallons per year | Annual Carbon Emissions in lbs by cars | Annual Carbon Emissions in lbs by buses | Offset Carbon in lbs |
| Nucla Naturita AM M-F | 216,716 | 24.2 | 8,955.21 | 175,455 | 34,137 | 141,317 |
| Nucla Naturita PM M-F | 190,637 | 24.2 | 7,877.56 | 154,341 | 34,137 | 120,204 |



February 2nd, 2023

Norwood M-F AM Route



- Annual Carbon Emissions in lbs by cars
- Annual Carbon Emissions in lbs by buses
- Saved Carbon

Norwood M-F PM Route



- Annual Carbon Emissions in lbs by cars
- Annual Carbon Emissions in lbs by buses
- Saved Carbon

| Norwood M-F Carbon Offset Calculations | | | | | | |
|--|-----------------|----------------------------|------------------------|--|---|----------------------|
| Route | Passenger miles | Passenger miles per gallon | Total Gallons per year | Annual Carbon Emissions in lbs by cars | Annual Carbon Emissions in lbs by buses | Offset Carbon in lbs |
| Norwood M-F AM | 177,574 | 24.2 | 7,337.77 | 143,765 | 20,482 | 123,283 |

| | | | | | | |
|----------------|---------|------|----------|--------|--------|--------|
| Norwood M-F PM | 120,450 | 24.2 | 4,977.27 | 97,517 | 20,482 | 77,035 |
|----------------|---------|------|----------|--------|--------|--------|

| Norwood Midday M-F Carbon Offset Calculations | | | | | | |
|---|-----------------|----------------------------|------------------------|--|---|----------------------|
| Route | Passenger miles | Passenger miles per gallon | Total Gallons per year | Annual Carbon Emissions in lbs by cars | Annual Carbon Emissions in lbs by buses | Offset Carbon in lbs |
| Norwood Midday M-F | 29,371 | 48.4 | 1,213.68 | 23,779 | 16,208 | 7,571 |

Norwood Midday M-F



- Annual Carbon Emissions in lbs by cars
- Annual Carbon Emissions in lbs by buses
- Saved Carbon



Norwood AM S-S Route



- Annual Carbon Emissions in lbs by cars
- Annual Carbon Emissions in lbs by buses
- Saved Carbon

Norwood PM S-S Route



- Annual Carbon Emissions in lbs by cars
- Annual Carbon Emissions in lbs by buses
- Saved Carbon

Norwood S-S Carbon Calculations

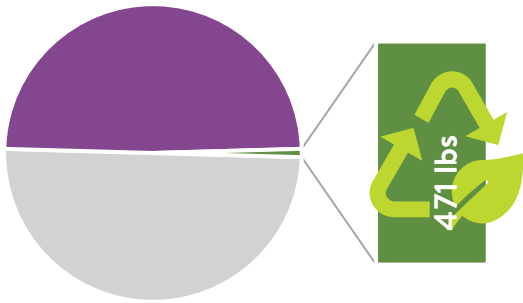
| Route | Passenger miles | Passenger miles per gallon | Total Gallons per year | Annual Carbon Emissions in lbs by cars | Annual Carbon Emissions in lbs by buses | Saved Carbon |
|----------------|-----------------|----------------------------|------------------------|--|---|--------------|
| Norwood M-F AM | 47,582 | 24.2 | 1,966.20 | 38,522.70 | 7,222 | 31,301 |
| Norwood M-F PM | 37,402 | 24.2 | 1,545.54 | 30,280.91 | 7,222 | 23,059 |

Unfortunately, The Norwood late route does not get enough ridership to offset the carbon used by the bus.

Norwood Late PM M-F Carbon Offset Calculations

| Route | Passenger miles | Passenger miles per gallon | Total Gallons per year | Annual Carbon Emissions in lbs by cars | Annual Carbon Emissions in lbs by buses | Offset Carbon in lbs |
|-----------------------|-----------------|----------------------------|------------------------|--|---|----------------------|
| Norwood WB Midday M-F | 1,245 | 24.2 | 51.45 | 1,008 | 8,104 | -7,096 |

Down Valley AM Routes



- Annual Carbon Emissions in lbs by cars
- Annual Carbon Emissions in lbs by buses
- Saved Carbon

As can be seen in the table below, the west bound Down Valley Route does not get enough ridership to offset the carbon output of the bus. There are not many people traveling from Telluride to Placerville at that time (7:50 AM) of day. The trip is necessary to get the bus back to Placerville for the 8:30 trip. It is essentially a deadhead trip.

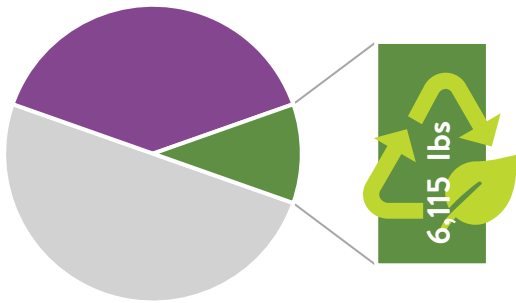
The Down Valley Midday Route does not get enough riders to offset the carbon footprint of the bus. Most of the Midday Down Valley riders are coming and going between Telluride and Lawson Hill. When the handicap equipped van is available, we will begin using that vehicle for the midday Down Valley Route. That will reduce fuel costs and the carbon footprint.

| Down Valley AM M-F Carbon Offset Calculations | | | | | | |
|---|-----------------|----------------------------|------------------------|--|---|----------------------|
| Route | Passenger miles | Passenger miles per gallon | Total Gallons per year | Annual Carbon Emissions in lbs by cars | Annual Carbon Emissions in lbs by buses | Offset Carbon in lbs |
| Down Valley EB 1 AM M-F | 17,533 | 24.2 | 724.50 | 14,195 | 8,671 | 5,524 |
| Down Valley WB AM M-F | 1,509 | 24.2 | 62.36 | 1,222 | 8,671 | -7,449 |
| Down Valley EB 2 AM M-F | 13,669 | 24.2 | 564.83 | 11,067 | 8,671 | 2,396 |

| Down Valley Midday M-F Carbon Offset Calculations | | | | | | |
|---|-----------------|----------------------------|------------------------|--|---|----------------------|
| Route | Passenger miles | Passenger miles per gallon | Total Gallons per year | Annual Carbon Emissions in lbs by cars | Annual Carbon Emissions in lbs by buses | Offset Carbon in lbs |
| Down Valley WB Midday M-F | 7,172 | 24.2 | 296.36 | 5,807 | 8,671 | -2,864 |
| Down Valley WB Midday M-F | 12,401 | 24.2 | 512.44 | 10,040 | 8,671 | 1,369 |



Down Valley PM Route



- Annual Carbon Emissions in lbs by cars
- Annual Carbon Emissions in lbs by buses
- Saved Carbon

The east bound Down Valley Route does not get enough ridership to offset the carbon output of the bus. Few people travel from Placerville to Telluride at that time (5:50 PM) of day. The trip is necessary to get the bus back to Telluride for the 6:30 trip. Like the middle trip on the morning route, It is essentially a deadhead trip. Making these routes more efficient will be one of the things that we will be asking the consultants that we select for the next strategic operating plan to evaluate.

| Down Valley PM M-F Carbon Offset Calculations | | | | | | |
|---|-----------------|----------------------------|------------------------|--|---|----------------------|
| Route | Passenger miles | Passenger miles per gallon | Total Gallons per year | Annual Carbon Emissions in lbs by cars | Annual Carbon Emissions in lbs by buses | Offset Carbon in lbs |
| Down Valley EB 1 AM M-F | 13,797 | 24.2 | 570.12 | 11,170 | 7,409.52 | 3,761 |
| Down Valley WB AM M-F | 3,676 | 24.2 | 151.90 | 2,976 | 7,409.52 | -4,433 |
| Down Valley EB 2 AM M-F | 17,535 | 24.2 | 724.59 | 14,196 | 7,409.52 | 6,787 |

Rico AM Route



- Annual Carbon Emissions in lbs by cars
- Annual Carbon Emissions in lbs by buses
- Saved Carbon

Rico PM Route

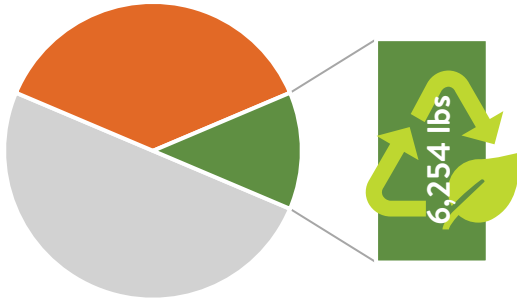


- Annual Carbon Emissions in lbs by cars
- Annual Carbon Emissions in lbs by buses
- Saved Carbon

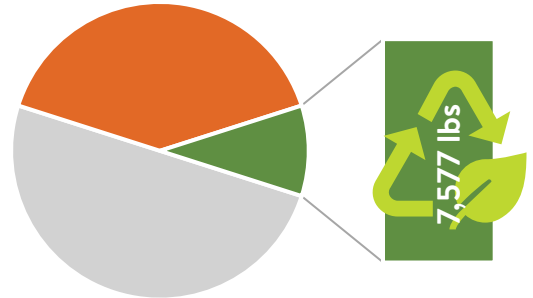
| Rico M-F Carbon Offset Calculations | | | | | | |
|-------------------------------------|-----------------|----------------------------|------------------------|--|---|----------------------|
| Route | Passenger miles | Passenger miles per gallon | Total Gallons per year | Annual Carbon Emissions in lbs by cars | Annual Carbon Emissions in lbs by buses | Offset Carbon in lbs |
| Rico AM M-F | 28,987 | 24.2 | 1,198 | 23,468 | 7,280 | 16,188 |
| Rico PM M-F | 23,224 | 24.2 | 960 | 18,802 | 7,280 | 11,522 |



Lawson AM Route



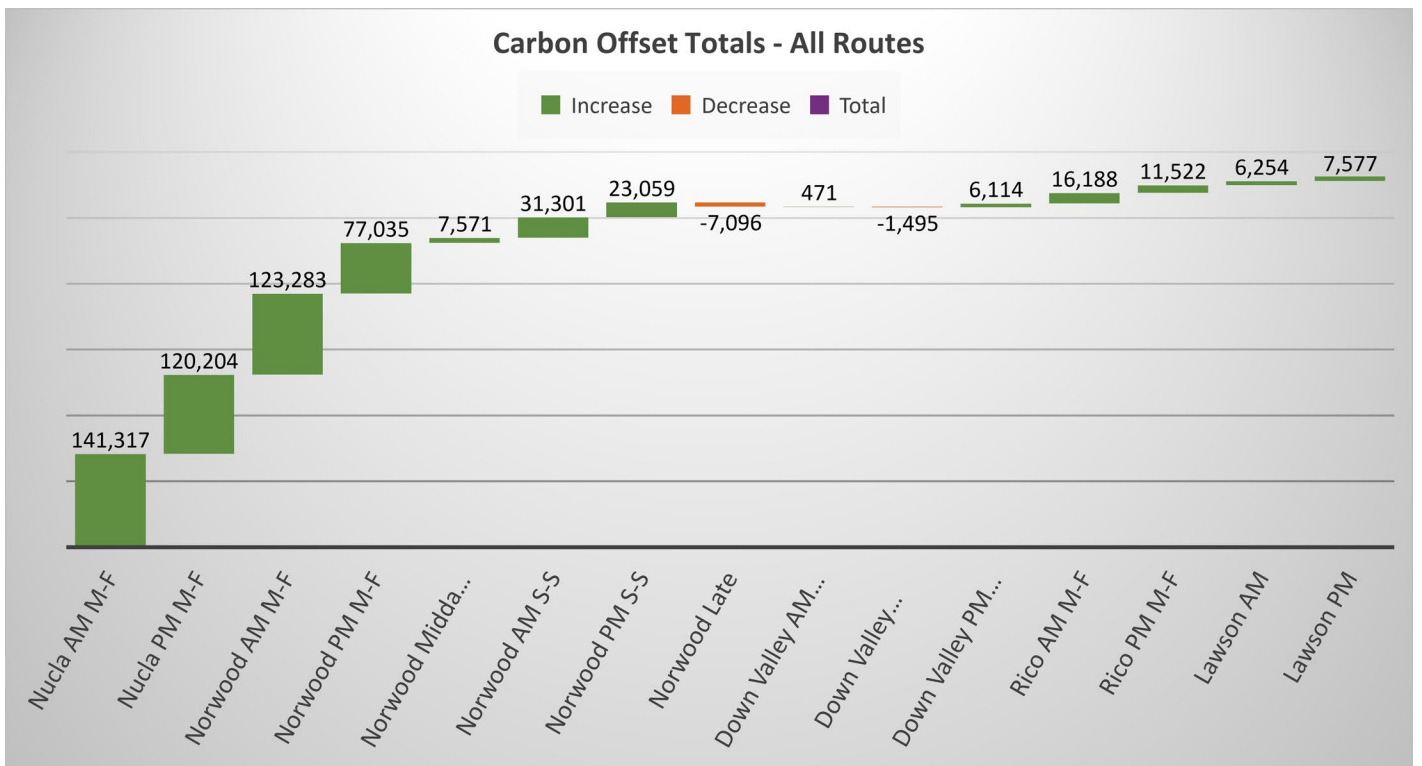
Lawson PM Route



- Annual Carbon Emissions in lbs by cars
- Annual Carbon Emissions in lbs by buses
- Saved Carbon

- Annual Carbon Emissions in lbs by cars
- Annual Carbon Emissions in lbs by buses
- Saved Carbon

| Lawson AM Carbon Offset Calculations | | | | | | |
|--------------------------------------|-----------------|----------------------------|------------------------|--|---|----------------------|
| Route | Passenger miles | Passenger miles per gallon | Total Gallons per year | Annual Carbon Emissions in lbs by cars | Annual Carbon Emissions in lbs by buses | Offset Carbon in lbs |
| Lawson AM | 30,285 | 24.2 | 1,251 | 24,519 | 18,265 | 6,254 |
| Lawson PM | 47,538 | 24.2 | 1,964 | 38,487 | 30,910 | 7,577 |



SMART Executive Director report – February 9th, 2023

Grants: Received a notice of award for our 5304 grant request that will fund the next iteration of our 5 year strategic operating plan. We are already developing an RFP for consulting services to help with the project.

Property tax/RTA statute: I testified at a House Energy and Environment subcommittee hearing regarding a legislative amendment to "fix" potentially problematic statutory language related to the ability of Colorado RTA's to collect property tax after 2029. This same legislative effort also proposes to raise the statutory cap on the amount of sales tax that Colorado RTA's can collect from the current 1% up to a maximum voter approved 2%. The amendment with our preferred language passed out of the committee 8-3.

Rolling stock update: *Large bus order* – price quotes are now in hand and we're finalizing paperwork with CDOT and WADOT on the purchase agreement. *Vehicle transfer from Continuum of Colorado*: still waiting for the title work to be processed on CDOT's end.