



NOTICE IS HEREBY GIVEN that a Regular meeting of the Board of Directors of the Eagle Valley Transportation Authority d/b/a Core Transit, Eagle County, Colorado, has been scheduled to take place in the Avon Council Chambers, 100 Mikaela Way, Avon, CO on Wednesday, April 09, 2025, beginning at 6:00 pm.
The agenda for the meeting follows.

The Core Transit Board welcomes everyone to its meetings. A hybrid of an in-person meeting with an online Zoom platform is employed. Members of the public are invited to attend either in person or via Zoom. [Please click here to join the zoom meeting.](#)

BUSINESS MEETING AGENDA

1. Call to Order – 6:00pm
2. Consideration of Changes to Agenda
3. Approval of Minutes and Financials
 - a. March 12, 2025, Regular Meeting Minutes
 - b. Financial Statements
 - c. Payables List
4. Board Comment
5. Public Comment – 6:05pm

Comments from the public are welcomed during public comment for any topics with the Authority's purview not included in the business agenda. Please state your name & community of residence. Please limit public comments to three minutes or less per individual. If the public is unable to attend the meeting, public comment can be shared via email at Board@coretransit.org.

6. Presentations – 6:30pm

a. Public Feedback on Winter Schedule

Planning Manager Dave Levy will summarize Core Transit's efforts to begin more systematically integrating customer feedback into our scheduling process and invite the Board and Public to comment on this winter's schedule and/or other aspects of Core Transit service.

b. Strategic Plan Draft Goals and Objectives

Executive Director Tanya Allen will present a draft version of goals and objectives under consideration for the 5-year strategic plan and seek Board feedback and direction.

BUSINESS

7. Business – 7:15pm

a. Eagle County Fair and Rodeo Sponsorship

Marketing and Customer Service Manager Dayana Herr will present a sponsorship opportunity for Board consideration.

b. CCW Bus Refurbishment Contract

Dave Snyder will present a bus refurbishment contract for the refurbishment of one 40' diesel bus.

c. Adopting a Records Management Manual: Resolution 2025-08

Scott Robinson will present a Records Management Manual for Board consideration and adoption.

STAFF REPORTS

8. Staff Reports – 7:30 pm

- a.** Administrative Division Report
- b.** Operations Report
- c.** Director's Comments

ADJOURNMENT

9. Adjournment – 8:00pm

The next regular meeting of the Core Transit Board will be held Wednesday, May 14, 2025, at 12:00pm, in the Avon Council Chambers.

YOUR BOARD MEMBERSHIP

Core Transit Board

Rich Carroll | Town of Avon

Jeanne McQueeney, | *Eagle County*

Dave Eickholt | *Beaver Creek Metro*

Earle Bidez, Chair | *Town of Minturn*

Barry Davis | *Town of Vail*

Nick Sunday, Vice-Chair | *Town of Eagle*

Garrett Alexander | *Town of Red Cliff*

Core Transit Board Alternates

Kevin Hyatt | *Town of Avon*

Ray Shei | *Beaver Creek Metro*

Matt Scherr | *Eagle County*

Bryan Woods | *Town of Eagle*

Brian Rodine | *Town of Minturn*

Duke Gerber | *Town of Red Cliff*

Pete Seibert | *Town of Vail*

ACCESSIBILITY INFORMATION

Posting Certification:

I hereby certify that a copy of the foregoing Notice of Regular Meeting was, by me personally, posted to the Core Transit Website (coretransit.org) at least twenty-four (24) hours prior to the meeting to meet the open records meeting law requirement of full and timely notice pursuant to Section 24-6-402(2)(c)(I), C.R.S..

/s/ Amy Burford

**MINUTES OF THE
EAGLE VALLEY TRANSPORTATION AUTHORITY d/b/a Core Transit
BOARD OF DIRECTORS MEETING
March 12, 2025**

A meeting of the Eagle Valley Transportation Authority (“Authority”) Board of Directors (“Board”) was held on March 12, 2025, at 12:00 p.m. The meeting was held in person at the Avon Council Chambers located at 100 Mikaela Way, Town of Avon, Colorado, 81620, and on Zoom. Notice of the meeting was posted on March 7, 2025, and included agenda items, location, and time, as well as the teleconference information needed to participate in the public portion of the meeting. The Notice of Board of Directors Meeting dated March 7, 2025, and the certification of posting are attached hereto.

ATTENDANCE

Directors in Attendance:

Director Dave Eickholt, Beaver Creek Metro District

Director Jeanne McQueeney, Commissioner, Eagle County

Director Earle Bidez, Mayor, Town of Minturn

Director Barry Davis, Councilor, Town of Vail

Director Nick Sunday, Councilor, Town of Eagle

Director Rich Carroll, Councilor, Town of Avon

Directors Absent:

Director Garrett Alexander, Member of the Board of Trustees of the Town of Red Cliff

Attendance:

Scott Robinson, Deputy Director, Core Transit

Dayana Herr, Marketing, Communications & Customer Relations Manager, Core Transit

Bryan Woods, Alternate Board Member, Town of Eagle

Aryn Schlichting, Director of People & Culture, Core Transit

Tanya Allen, Executive Director, Core Transit

Dave Snyder, Director of Transportation, Core Transit

Dave Levy, Planning Manager, Core Transit

Amy Burford, Executive Assistant & Special Projects Coordinator, Core Transit

Cisco Santaella, Operations Manager, Core Transit

Kelly Wamboldt, Safety and Training Supervisor, Core Transit

Vihren Georgiev, Road Supervisor, Core Transit

Juan Reyes, Road Supervisor, Core Transit

John Ung, Bus Operator, Core Transit

Mike Caldwell, Dispatcher, Core Transit

Zoe Goldstein, Vail Daily

Tim McMahon, Community Member

Attendance on Zoom:

Ray Shei, Alternate Board Member, Beaver Creek Metro District

Kim Alex, Community Resource Services of Colorado

Kathryn Winn, Core Transit Legal Counsel, Attorney, Collins Cole Flynn Winn & Ulmer, PLLC

Kevin Hyatt, Alternate Board Member, Town of Avon

	<p>David Reid, Eagle County Regional Airport</p> <p>Larry Pardee, Town of Eagle</p> <p>Todd Williams, Community Member</p> <p>Melissa Matthews, Town of Red Cliff</p>
APPROVAL OF THE AGENDA	Director Bidez presented the agenda for the meeting and inquired if there were any proposed changes. There were none.
APPROVAL OF MINUTES AND FINANCIAL STATEMENTS	Director Bidez presented the February 12 meeting minutes for approval. Director Sunday motioned to approve the minutes. Director Eickholt seconded the motion, which passed with a unanimous 6-0 vote. Director Bidez presented the financial statements dated January 31 for approval. Director Eickholt motioned to approve the financial statements. Director Davis seconded the motion, which passed with a unanimous 6-0 vote. Director Bidez presented the payables list dated January 31 for approval. Director McQueeney motioned to approve the payables list. Director Eickholt seconded the motion, which passed with a unanimous 6-0 vote.
BOARD COMMENT	Alternate Director Shei shared positive feedback from community members about their experiences with Core Transit and its bus operators.
PUBLIC COMMENT	Tim McMahon from Avon suggested posting rider alerts on the website earlier and expressed reservations about the VTC remodel timing with the upcoming cashless transition.
AGENDA ITEMS	6. Presentations

6.1 Transit Employee Appreciation Proclamation

Director Bidez read the Transit Employee Appreciation Proclamation in recognition of the upcoming National Transit Employee Appreciation Day on March 18th and recognized transit staff present in the audience for their contributions.

6.2 10 Year Plan Update

Planning Manager Dave Levy presented an update on status of the 10-year Transit Development and Capital Plan, which is currently under development. He reviewed potential Valley, Highway 6, and Minturn route alternatives, outlining their benefits and drawbacks. Several directors asked whether public outreach indicated a preference for increased service frequency or faster rides. Planning Manager Levy noted that riders expressed a desire for both, so staff developed these alternatives as a starting point and will begin to narrow them down further by highlighting these types of tradeoffs and making decisions between them. He shared that the next phase of outreach was underway, including an online survey, comment boards, and upcoming focus groups in both English and Spanish.

6.3 Financial Reporting Update Presentation

Deputy Director Scott Robinson discussed the transition from a cash basis to an accrual basis for financial reporting, explaining the differences between the two methods. He outlined the main reasons for the change, including audit alignment, more accurate financial reporting, and improved budgeting. He also addressed the sales tax deposits and which month they will be reflected in.

Director Davis left the meeting.

6.4 Update on Cashless Transition and GFI Farebox Retirement

Operations Manager Cisco Santaella gave the board an update on the upcoming GFI farebox retirement. He reviewed the operations team's planned approach to training operators and informing customers, reiterating that their goal was to be patient and continue to repeat the same message to ensure it was getting to all customers. He noted that they were distributing flyers to all cash paying riders, clearly communicating the date, and asking for extra support from Road Supervisors. He noted that operators were instructed to take a human-centric approach with riders as they adjusted, making sure they understood the new policy and working with them to make sure they can get where they need to go.

Marketing, Communications & Customer Relations Manager Dayana Herr reviewed the customer outreach steps taken in preparation for the March 17 transition. She highlighted the success of recent pop-up events held at busy stops, where staff engaged with riders to raise awareness about the upcoming change. She added that very few riders at these events were not aware the change was coming, and most had already downloaded the app or acquired a smart card.

7. Business

7.1 Intergovernmental Agreement for a Regional Planning Commission for Transportation Planning IGA Adoption

Executive Director Tanya Allen explained that the Intermountain Transportation Planning Region (IMTPR) is a collaboration of local jurisdictions from the region, working with CDOT to work on regional and state-wide planning. She noted that Core Transit has already been engaged in the IMTPR,

and they are currently updating their membership and bylaws. Executive Director Allen has been serving as the primary representative, with Deputy Director as her backup. She suggested they continue in these roles as outlined in the adopting resolution.

Director Eickholt asked if there was a cost. Executive Director Allen confirmed there was no cost to Core Transit.

Director Eickholt motioned to approve the Resolution 2025-07, Resolution to Approve Intergovernmental Agreement for a Regional Planning Commission for Transportation Planning and Appointing Commission Representatives.

Director McQueeney seconded the motion which passed with a unanimous 5-0 vote.

8. Staff Reports

Deputy Director Robinson acknowledged the accomplishments of his staff in successfully managing payroll processing, technology transitions, and benefits administration.

Director of Transportation Dave Snyder congratulated newly promoted staff members and recognized those attending the meeting for their outstanding service. He also highlighted a new maintenance slide in the operations report, where he reviewed the fleet status, breakdowns impacting service, and upcoming vehicle arrivals.

Executive Director Allen thanked the board for attending the board retreat and reminded them that the April board meeting will be in the evening to provide the public with an alternative time. She also informed the board that staff will present Core Transit's successes from the past year at a Town of Gypsum meeting at the end of March.

ADJOURNMENT

Director Carroll made a motion to adjourn the meeting at 2:05 pm. Director Eickholt seconded the motion which passed with a unanimous 5-0 vote.



Monthly Budget Report

Group Summary

For Fiscal: FY25 Period Ending: 02/28/2025

Department...	February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
Fund: 01 - General Fund									
00 - Assets	0.00	0.00	0.00	0.00%	1,820,000.00	1,820,000.00	0.00	100.00%	3,020,000.00
10 - Admin of Vehicle Operations	2,883,459.44	2,900,725.53	17,266.09		5,628,918.88	5,783,932.47	155,013.59		23,679,074.00
11 - Vehicle Ops	417,240.27	466,612.54	-49,372.27	111.83%	875,989.60	993,592.11	-117,602.51	113.43%	5,173,463.00
12 - Admin of Paratransit	6,738.66	0.00	6,738.66	0.00%	8,477.32	0.00	8,477.32	0.00%	25,860.00
13 - Paratransit Operations	25,197.69	20,672.03	4,525.66	82.04%	50,395.38	43,652.02	6,743.36	86.62%	302,383.00
14 - Safety and Training	24,471.90	16,842.36	7,629.54	68.82%	52,543.80	40,254.83	12,288.97	76.61%	314,472.00
21 - Admin of Fleet Maintenance	126,279.39	122,167.35	4,112.04	96.74%	253,558.78	260,883.45	-7,324.67	102.89%	1,515,427.00
22 - Fleet Maintenance	233,471.42	233,939.68	-468.26	100.20%	505,592.84	428,626.02	76,966.82	84.78%	2,869,576.00
31 - Facility Maintenance MSC	1,833.00	0.00	1,833.00	0.00%	3,666.00	280.00	3,386.00	7.64%	22,000.00
32 - Facility Maintenance Leadville	3,392.47	4,643.06	-1,250.59	136.86%	6,784.94	6,085.88	699.06	89.70%	40,720.00
33 - Facility Maintenance Avon	22,030.84	19,632.00	2,398.84	89.11%	44,061.68	19,632.00	24,429.68	44.56%	264,476.00
41 - Facility Maintenance Stops	23,504.25	20,624.00	2,880.25	87.75%	47,008.50	38,677.15	8,331.35	82.28%	272,078.00
50 - General & Administration	358,263.57	314,869.40	43,394.17	87.89%	746,352.14	654,548.64	91,803.50	87.70%	4,565,482.00
51 - Finance	226,134.89	213,706.40	12,428.49	94.50%	451,269.78	445,543.86	5,725.92	98.73%	2,576,934.00
52 - IT	55,758.13	89,984.64	-34,226.51	161.38%	108,516.26	145,769.37	-37,253.11	134.33%	743,047.00
53 - Planning	106,734.62	65,862.77	40,871.85	61.71%	203,469.24	113,867.21	89,602.03	55.96%	860,908.00
54 - Marketing & Customer Service	40,225.78	29,616.42	10,609.36	73.63%	76,051.56	62,163.30	13,888.26	81.74%	513,798.00
Total Fund: 01 - General Fund:	1,212,182.56	1,281,552.88	69,370.32		375,181.06	710,356.63	335,175.57		598,450.00
Fund: 02 - Capital Fund									
00 - Assets	0.00	0.00	0.00	0.00%	1,500,000.00	1,500,000.00	0.00	-100.00%	1,500,000.00
60 - Vehicles	-500,000.00	0.00	500,000.00		-1,000,000.00	-48,570.39	951,429.61		-6,664,605.00
62 - Equipment	12,911.50	18,927.46	-6,015.96	146.59%	25,823.00	18,927.46	6,895.54	73.30%	155,000.00
Total Fund: 02 - Capital Fund:	-512,911.50	-18,927.46	493,984.04		474,177.00	1,432,502.15	958,325.15		-5,319,605.00
Fund: 03 - Air Fund									
70 - Airport Transfers	0.00	0.00	0.00		0.00	0.00	0.00		0.00
Total Fund: 03 - Air Fund:	0.00	0.00	0.00		0.00	0.00	0.00		0.00
Fund: 04 - Housing Fund									
00 - Assets	0.00	0.00	0.00	0.00%	320,000.00	320,000.00	0.00	-100.00%	320,000.00
80 - Admin of Housing Programs	-13,831.80	-359.68	13,472.12		-17,663.60	5,120.17	22,783.77		-86,000.00
81 - Quail Run 1	2,940.40	894.43	-2,045.97		5,880.80	2,831.05	-3,049.75		35,299.00
91 - Housing Ops LCV	-1,059.74	-637.30	422.44		-2,119.48	-3,657.33	-1,537.85		-12,722.00
92 - Housing Ops Gypsum Apt	-1,467.79	-2,302.64	-834.85		-2,935.58	-2,225.21	710.37		-17,620.00
93 - Housing Ops All Other Locations	-1,735.64	-2,550.00	-814.36		-3,471.28	-11,010.00	-7,538.72		-20,836.00
94 - Broadway	-368.19	-320.00	48.19		-736.38	-1,640.00	-903.62		-4,420.00

Monthly Budget Report

For Fiscal: FY25 Period Ending: 02/28/2025

Departmen...	February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
95 - Miller Road	-5,734.04	-5,048.00	686.04		-11,468.08	-10,542.00	926.08		-68,836.00
96 - Eby Creek	-4,729.44	-4,421.89	307.55		-9,458.88	-9,397.97	60.91		-56,776.00
97 - Housing Operations The Pike	-4,346.59	-6,239.77	-1,893.18		-8,693.18	-11,616.35	-2,923.17		-52,180.00
Total Fund: 04 - Housing Fund:	-30,332.83	-20,984.85	9,347.98		269,334.34	277,862.36	8,528.02		35,909.00
Report Total:	668,938.23	1,241,640.57	572,702.34		1,118,692.40	2,420,721.14	1,302,028.74		-4,685,246.00

Fund Summary

Fund	February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
01 - General Fund	1,212,182.56	1,281,552.88	69,370.32		375,181.06	710,356.63	335,175.57		598,450.00
02 - Capital Fund	-512,911.50	-18,927.46	493,984.04		474,177.00	1,432,502.15	958,325.15		-5,319,605.00
03 - Air Fund	0.00	0.00	0.00		0.00	0.00	0.00		0.00
04 - Housing Fund	-30,332.83	-20,984.85	9,347.98		269,334.34	277,862.36	8,528.02		35,909.00
Report Total:	668,938.23	1,241,640.57	572,702.34		1,118,692.40	2,420,721.14	1,302,028.74		-4,685,246.00



Monthly Budget Report

Account Summary

For Fiscal: FY25 Period Ending: 02/28/2025

		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
Fund: 01 - General Fund										
Revenue										
Department: 10 - Admin of Vehicle Operations										
01-10-401010-1000	Farebox Revenue	12,000.00	7,961.57	-4,038.43	-66.35%	25,000.00	17,243.56	-7,756.44	-68.97%	108,000.00
01-10-401010-1100	Employer Bulk Pass Sales	3,000.00	3,338.00	338.00	-111.27%	6,000.00	10,246.00	4,246.00	-170.77%	36,000.00
01-10-401010-1200	Direct Pass Sales Revenue	800.00	50.00	-750.00	-6.25%	1,600.00	725.00	-875.00	-45.31%	9,600.00
01-10-401010-1400	Mobile Fare Sales	11,000.00	9,945.38	-1,054.62	-90.41%	23,000.00	18,392.20	-4,607.80	-79.97%	96,000.00
01-10-407010-1175	On Board Bus Advertising	833.00	1,686.92	853.92	-202.51%	1,666.00	2,171.42	505.42	-130.34%	10,000.00
01-10-407040-1000	Interest Revenue	0.00	78,272.08	78,272.08	0.00%	0.00	162,181.00	162,181.00	0.00%	650,000.00
01-10-407990-0000	Rent Income	0.00	1,200.00	1,200.00	0.00%	0.00	1,200.00	1,200.00	0.00%	0.00
01-10-408020-0100	Core Transit Sales Tax	1,465,000.00	1,464,393.93	-606.07	-99.96%	2,990,000.00	3,014,173.34	24,173.34	-100.81%	12,600,000.00
01-10-408020-0200	Core DMV Sales Tax	0.00	0.00	0.00	0.00%	0.00	8,822.73	8,822.73	0.00%	0.00
01-10-409010-0200	ECO Transit Sales Tax Transfers	1,415,000.00	1,489,568.75	74,568.75	-105.27%	2,780,000.00	2,854,568.75	74,568.75	-102.68%	11,748,000.00
01-10-413990-1030	SEC 5304 Operating Revenue	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	32,000.00
01-10-413990-1200	SEC 5311 Operating Revenue	150,000.00	0.00	-150,000.00	0.00%	150,000.00	0.00	-150,000.00	0.00%	446,416.00
01-10-414040-0001	Service Agreement Revenue - MIRA	9,166.66	8,850.00	-316.66	-96.55%	18,333.32	18,496.50	163.18	-100.89%	110,000.00
01-10-414040-0002	Service Agreement Revenue - HHS	8,100.00	8,640.00	540.00	-106.67%	16,200.00	16,200.00	0.00	-100.00%	97,200.00
Total Department: 10 - Admin of Vehicle Operations:		3,074,899.66	3,073,906.63	-993.03	-99.97%	6,011,799.32	6,124,420.50	112,621.18	-101.87%	25,943,216.00
Total Revenue:		3,074,899.66	3,073,906.63	-993.03	-99.97%	6,011,799.32	6,124,420.50	112,621.18	-101.87%	25,943,216.00
Expense										
Department: 00 - Assets										
01-00-516000-1000	Transfer toTransit Capital Fund	0.00	0.00	0.00	0.00%	1,500,000.00	1,500,000.00	0.00	100.00%	1,500,000.00
01-00-516000-2000	Transfer out to Air Fund	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	1,200,000.00
01-00-516000-3000	Transfer out to Housing Fund	0.00	0.00	0.00	0.00%	320,000.00	320,000.00	0.00	100.00%	320,000.00
Total Department: 00 - Assets:		0.00	0.00	0.00	0.00%	1,820,000.00	1,820,000.00	0.00	100.00%	3,020,000.00
Department: 10 - Admin of Vehicle Operations										
01-10-501020-0500	AVO Admin Salaries	116,667.31	93,018.44	23,648.87	79.73%	233,334.62	191,516.73	41,817.89	82.08%	1,400,568.00
01-10-501020-1610	AVO Admin Salaries - OT	10,383.33	6,724.89	3,658.44	64.77%	20,766.66	11,212.58	9,554.08	53.99%	124,600.00
01-10-502010-0010	AVO Medicare Tax	1,842.91	1,731.01	111.90	93.93%	3,685.82	2,810.43	875.39	76.25%	22,115.00
01-10-502010-0020	AVO Social Security Taxes	7,880.00	7,401.53	478.47	93.93%	15,760.00	16,383.58	-623.58	103.96%	94,560.00
01-10-502020-2000	AVO Retirement	10,163.68	6,662.91	3,500.77	65.56%	20,327.36	14,275.73	6,051.63	70.23%	122,013.00
01-10-502070-0010	AVO Unemployment Taxes	0.00	227.48	-227.48	0.00%	0.00	479.85	-479.85	0.00%	0.00
01-10-502090-0000	AVO Sick Pay	0.00	2,948.78	-2,948.78	0.00%	0.00	7,979.01	-7,979.01	0.00%	0.00
01-10-502100-0000	AVO Holiday Pay	0.00	9,479.97	-9,479.97	0.00%	0.00	25,242.69	-25,242.69	0.00%	0.00
01-10-502110-0000	AVO Vacation Pay	0.00	2,419.45	-2,419.45	0.00%	0.00	5,089.98	-5,089.98	0.00%	0.00

Monthly Budget Report

For Fiscal: FY25 Period Ending: 02/28/2025

		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
01-10-503030-0011	Software/Network Fees	2,670.00	4,286.70	-1,616.70	160.55%	5,340.00	6,426.03	-1,086.03	120.34%	32,040.00
01-10-503030-0013	AVO Uniforms	1,125.00	0.00	1,125.00	0.00%	2,250.00	621.38	1,628.62	27.62%	13,500.00
01-10-503030-3250	AVO Consulting	13,333.00	12,614.50	718.50	94.61%	26,666.00	12,614.50	14,051.50	47.31%	159,996.00
01-10-503040-0000	AVO Temporary Help Services	7,500.00	8,525.00	-1,025.00	113.67%	15,000.00	16,115.00	-1,115.00	107.43%	40,000.00
01-10-503990-0003	AVO Printing Expense	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	300.00
01-10-504990-0001	AVO Office Supplies General	500.00	-147.50	647.50	-29.50%	1,000.00	842.60	157.40	84.26%	8,000.00
01-10-504990-0010	Computer Supplies	2,166.66	0.00	2,166.66	0.00%	4,333.32	0.00	4,333.32	0.00%	26,000.00
01-10-504990-0011	AVO Materials & Supplies	250.00	1,433.42	-1,183.42	573.37%	500.00	1,559.55	-1,059.55	311.91%	3,000.00
01-10-509020-0000	AVO Travel - Meetings/Seminars	0.00	183.21	-183.21	0.00%	0.00	183.21	-183.21	0.00%	5,250.00
01-10-509020-0001	AVO Training/Workshop	0.00	0.00	0.00	0.00%	0.00	79.75	-79.75	0.00%	7,500.00
01-10-509020-1000	AVO Employee Event Expense	625.00	0.00	625.00	0.00%	1,250.00	12.52	1,237.48	1.00%	7,500.00
01-10-509020-1001	AVO Staff Approved Donations	1,250.00	763.10	486.90	61.05%	2,500.00	1,666.91	833.09	66.68%	15,000.00
01-10-509020-1002	AVO Miscellaneous Employee Reimburs...	83.33	32.81	50.52	39.37%	166.66	78.75	87.91	47.25%	1,000.00
01-10-509080-1000	Processing Fees	0.00	479.71	-479.71	0.00%	0.00	901.56	-901.56	0.00%	0.00
01-10-509080-2000	Treasurer Fees	0.00	14,395.69	-14,395.69	0.00%	0.00	14,395.69	-14,395.69	0.00%	0.00
01-10-509990-0004	AVO Bus Rodeo Expenditures	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	1,200.00
01-10-514000-1000	AVO Vehicle Operating Leases	15,000.00	0.00	15,000.00	0.00%	30,000.00	10,000.00	20,000.00	33.33%	180,000.00
Total Department: 10 - Admin of Vehicle Operations:		191,440.22	173,181.10	18,259.12	90.46%	382,880.44	340,488.03	42,392.41	88.93%	2,264,142.00
Department: 11 - Vehicle Ops										
01-11-501010-1020	VO Operator Wages Overtime - FT	23,469.88	45,618.99	-22,149.11	194.37%	49,454.39	92,195.91	-42,741.52	186.43%	291,730.00
01-11-501020-1010	VO Operator Wages - FT	336,416.58	295,501.72	40,914.86	87.84%	708,877.80	623,327.04	85,550.76	87.93%	4,181,649.00
01-11-502010-0010	VO Medicare Tax	5,218.35	6,084.56	-866.21	116.60%	10,995.81	12,890.38	-1,894.57	117.23%	64,864.00
01-11-502010-0020	VO Social Security Taxes	22,312.96	26,016.72	-3,703.76	116.60%	47,016.60	55,117.54	-8,100.94	117.23%	277,350.00
01-11-502020-2000	VO Retirement	29,822.50	35,470.48	-5,647.98	118.94%	59,645.00	75,420.81	-15,775.81	126.45%	357,870.00
01-11-502070-0010	VO Unemployment Taxes	0.00	814.72	-814.72	0.00%	0.00	1,727.54	-1,727.54	0.00%	0.00
01-11-502070-0040	VO Holiday Pay	0.00	30,308.43	-30,308.43	0.00%	0.00	82,670.96	-82,670.96	0.00%	0.00
01-11-502090-0000	VO Sick Pay	0.00	16,020.74	-16,020.74	0.00%	0.00	28,956.37	-28,956.37	0.00%	0.00
01-11-502110-2010	VO Operator Vacation Pay	0.00	10,494.78	-10,494.78	0.00%	0.00	20,888.70	-20,888.70	0.00%	0.00
01-11-509020-1002	VO Miscellaneous Employee Reimburs...	0.00	281.40	-281.40	0.00%	0.00	396.86	-396.86	0.00%	0.00
Total Department: 11 - Vehicle Ops:		417,240.27	466,612.54	-49,372.27	111.83%	875,989.60	993,592.11	-117,602.51	113.43%	5,173,463.00
Department: 12 - Admin of Paratransit										
01-12-503990-0001	APO Paratransit Contract Svs - Towing	166.66	0.00	166.66	0.00%	333.32	0.00	333.32	0.00%	2,000.00
01-12-503990-0006	APO Contract Services	5,667.00	0.00	5,667.00	0.00%	6,334.00	0.00	6,334.00	0.00%	13,000.00
01-12-504010-2001	APO Paratransit Fuel - Unleaded	505.00	0.00	505.00	0.00%	1,010.00	0.00	1,010.00	0.00%	6,060.00
01-12-504990-0006	APO Paratransit Repair Parts	400.00	0.00	400.00	0.00%	800.00	0.00	800.00	0.00%	4,800.00
Total Department: 12 - Admin of Paratransit:		6,738.66	0.00	6,738.66	0.00%	8,477.32	0.00	8,477.32	0.00%	25,860.00
Department: 13 - Paratransit Operations										
01-13-501010-1010	PVO Paratransit Operator Wages	19,613.75	16,253.28	3,360.47	82.87%	39,227.50	33,296.15	5,931.35	84.88%	235,365.00
01-13-501010-1020	PVO Paratransit Operator Wages - OT	2,174.04	266.88	1,907.16	12.28%	4,348.08	295.40	4,052.68	6.79%	26,099.00
01-13-502010-0010	PVO Medicare Tax	315.91	277.94	37.97	87.98%	631.82	586.90	44.92	92.89%	3,791.00
01-13-502010-0020	PVO Social Security Taxes	1,350.91	1,188.41	162.50	87.97%	2,701.82	2,509.51	192.31	92.88%	16,211.00

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		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
01-13-502020-2000	PVO Retirement	1,743.08	303.04	1,440.04	17.39%	3,486.16	644.23	2,841.93	18.48%	20,917.00
01-13-502070-0010	PVO Unemployment Taxes	0.00	37.73	-37.73	0.00%	0.00	79.66	-79.66	0.00%	0.00
01-13-502090-0000	PVO Sick Pay	0.00	227.87	-227.87	0.00%	0.00	1,660.26	-1,660.26	0.00%	0.00
01-13-502100-0000	PVO Operator Holiday Pay	0.00	1,353.48	-1,353.48	0.00%	0.00	3,816.51	-3,816.51	0.00%	0.00
01-13-502110-2010	PVO Vacation Pay	0.00	763.40	-763.40	0.00%	0.00	763.40	-763.40	0.00%	0.00
Total Department: 13 - Paratransit Operations:		25,197.69	20,672.03	4,525.66	82.04%	50,395.38	43,652.02	6,743.36	86.62%	302,383.00
Department: 14 - Safety and Training										
01-14-501020-0500	ST Admin Salaries	15,146.91	4,690.35	10,456.56	30.97%	30,293.82	17,359.23	12,934.59	57.30%	181,763.00
01-14-501020-1610	ST Staff OT	818.83	458.90	359.93	56.04%	1,637.66	1,536.39	101.27	93.82%	9,826.00
01-14-502010-0010	ST Medicare Tax	231.50	150.24	81.26	64.90%	463.00	398.22	64.78	86.01%	2,778.00
01-14-502010-0020	ST Social Security Taxes	989.83	642.37	347.46	64.90%	1,979.66	1,702.68	276.98	86.01%	11,878.00
01-14-502020-2000	ST Retirement	1,277.25	583.76	693.49	45.70%	2,554.50	1,775.13	779.37	69.49%	15,327.00
01-14-502070-0010	ST Unemployment Taxes	0.00	19.99	-19.99	0.00%	0.00	53.40	-53.40	0.00%	0.00
01-14-502090-0000	ST Sick Pay	0.00	0.00	0.00	0.00%	0.00	1,030.11	-1,030.11	0.00%	0.00
01-14-502100-0000	ST Holiday Pay	0.00	0.00	0.00	0.00%	0.00	1,230.11	-1,230.11	0.00%	0.00
01-14-502110-0000	ST Vacation Pay	0.00	5,132.51	-5,132.51	0.00%	0.00	6,171.81	-6,171.81	0.00%	0.00
01-14-503030-0001	ST ID Badge Supplies	25.00	0.00	25.00	0.00%	50.00	0.00	50.00	0.00%	500.00
01-14-503030-0003	ST Medical - Exams and Testing	1,916.66	2,712.00	-795.34	141.50%	3,833.32	5,138.25	-1,304.93	134.04%	23,000.00
01-14-503030-0010	ST Contracted Services	0.00	1,902.00	-1,902.00	0.00%	0.00	1,902.00	-1,902.00	0.00%	12,000.00
01-14-503030-3250	ST Consulting	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	3,000.00
01-14-503070-0000	ST Security Services	625.00	0.00	625.00	0.00%	1,250.00	0.00	1,250.00	0.00%	7,500.00
01-14-503070-0001	ST Substance Abuse Program Audits	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	2,000.00
01-14-503070-0005	ST Camera Maintenance Agreement	1,600.00	0.00	1,600.00	0.00%	6,800.00	0.00	6,800.00	0.00%	22,800.00
01-14-504990-0001	ST Office Supplies - General	83.30	164.00	-80.70	196.88%	166.60	164.00	2.60	98.44%	1,000.00
01-14-504990-0009	ST Materials & Supplies	83.30	0.00	83.30	0.00%	166.60	0.00	166.60	0.00%	1,000.00
01-14-504990-0010	ST Training Supplies	112.45	386.24	-273.79	343.48%	224.90	386.24	-161.34	171.74%	1,350.00
01-14-504990-1000	ST Emergency Preparedness Supplies	83.30	0.00	83.30	0.00%	166.60	1,007.26	-840.66	604.60%	1,000.00
01-14-509010-0000	ST Memberships & Subscriptions	83.30	0.00	83.30	0.00%	166.60	350.00	-183.40	210.08%	1,000.00
01-14-509020-0000	ST Travel - Meetings/Seminars	145.77	0.00	145.77	0.00%	291.54	0.00	291.54	0.00%	1,750.00
01-14-509020-0001	ST Training/Workshop	166.60	0.00	166.60	0.00%	333.20	50.00	283.20	15.01%	2,000.00
01-14-509020-1000	ST Employee Expenses	83.30	0.00	83.30	0.00%	166.60	0.00	166.60	0.00%	1,000.00
01-14-509990-0002	ST Miscellaneous Expense	499.80	0.00	499.80	0.00%	999.60	0.00	999.60	0.00%	6,000.00
01-14-509990-0004	ST Consulting General	499.80	0.00	499.80	0.00%	999.60	0.00	999.60	0.00%	6,000.00
Total Department: 14 - Safety and Training:		24,471.90	16,842.36	7,629.54	68.82%	52,543.80	40,254.83	12,288.97	76.61%	314,472.00
Department: 21 - Admin of Fleet Maintenance										
01-21-501020-0500	AVMO Admin Salaries	8,131.74	7,133.68	998.06	87.73%	16,263.48	14,972.15	1,291.33	92.06%	97,620.00
01-21-502010-0010	AVMO Medicare Tax	117.86	-24.67	142.53	-20.93%	235.72	-4.51	240.23	-1.91%	1,415.00
01-21-502010-0020	AVMO Social Security Taxes	504.13	612.15	-108.02	121.43%	1,008.26	1,236.65	-228.39	122.65%	6,052.00
01-21-502020-2000	AVMO Retirement	650.57	225.28	425.29	34.63%	1,301.14	471.70	829.44	36.25%	7,810.00
01-21-502070-0010	AVMO Unemployment Taxes	0.00	14.90	-14.90	0.00%	0.00	31.26	-31.26	0.00%	0.00
01-21-502100-0000	AVMO Holiday Pay	0.00	375.46	-375.46	0.00%	0.00	750.92	-750.92	0.00%	0.00

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		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
01-21-503040-0000	AVMO Temporary Help Services	6,240.00	0.00	6,240.00	0.00%	12,480.00	1,340.00	11,140.00	10.74%	74,880.00
01-21-503990-0007	AVMO Outside Repair - Support Vehicle	187.42	0.00	187.42	0.00%	374.84	0.00	374.84	0.00%	2,250.00
01-21-504010-0101	AVMO Lubricants - Oil	2,998.80	2,611.25	387.55	87.08%	5,997.60	6,774.61	-777.01	112.96%	36,000.00
01-21-504010-2001	AVMO Fuel - Unleaded	1,799.28	6,926.61	-5,127.33	384.97%	3,598.56	13,921.96	-10,323.40	386.88%	21,600.00
01-21-504010-2002	AVMO Fuel - Diesel	104,958.00	104,292.69	665.31	99.37%	209,916.00	221,373.72	-11,457.72	105.46%	1,260,000.00
01-21-504990-0001	AVMO Office Supplies - General	500.00	0.00	500.00	0.00%	2,000.00	14.99	1,985.01	0.75%	2,500.00
01-21-509020-0000	AVMO Travel - Meetings/Seminars	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	3,000.00
01-21-509020-1000	AVMO Employee Event Expenses	191.59	0.00	191.59	0.00%	383.18	0.00	383.18	0.00%	2,300.00
Total Department: 21 - Admin of Fleet Maintenance:		126,279.39	122,167.35	4,112.04	96.74%	253,558.78	260,883.45	-7,324.67	102.89%	1,515,427.00
Department: 22 - Fleet Maintenance										
01-22-501020-1200	VMO Fleet Care Tech Salaries	14,615.83	12,879.82	1,736.01	88.12%	29,231.66	26,528.45	2,703.21	90.75%	175,390.00
01-22-501020-1210	VMO Fleet Care Tech - OT	1,620.66	0.00	1,620.66	0.00%	3,241.32	0.00	3,241.32	0.00%	19,448.00
01-22-502010-0010	VMO Medicare Tax	235.41	207.51	27.90	88.15%	470.82	444.27	26.55	94.36%	2,825.00
01-22-502010-0020	VMO Social Security Taxes	1,006.66	887.25	119.41	88.14%	2,013.32	1,899.61	113.71	94.35%	12,080.00
01-22-502020-2000	VMO Retirement	1,298.91	473.37	825.54	36.44%	2,597.82	1,003.58	1,594.24	38.63%	15,587.00
01-22-502070-0010	VMO Unemployment Taxes	0.00	27.67	-27.67	0.00%	0.00	59.27	-59.27	0.00%	0.00
01-22-502090-0000	VMO Sick Pay	0.00	296.62	-296.62	0.00%	0.00	717.64	-717.64	0.00%	0.00
01-22-502100-0000	VMO Holiday Pay	0.00	1,074.68	-1,074.68	0.00%	0.00	3,016.98	-3,016.98	0.00%	0.00
01-22-502110-0000	VMO Vacation Pay	0.00	0.00	0.00	0.00%	0.00	47.60	-47.60	0.00%	0.00
01-22-503030-0014	VMO Uniforms	500.00	0.00	500.00	0.00%	1,000.00	0.00	1,000.00	0.00%	1,000.00
01-22-503050-0001	VMO Fire Extinguishers	0.00	0.00	0.00	0.00%	12,000.00	0.00	12,000.00	0.00%	12,000.00
01-22-503050-0002	VMO Radio Maintenance	0.00	0.00	0.00	0.00%	9,000.00	0.00	9,000.00	0.00%	22,000.00
01-22-503050-0003	VMO Equipment Repairs - Shop Equipm...	0.00	0.00	0.00	0.00%	750.00	0.00	750.00	0.00%	23,000.00
01-22-503990-0004	VMO Contract Svc - Maint	201,333.33	217,941.56	-16,608.23	108.25%	402,666.66	388,077.16	14,589.50	96.38%	2,416,000.00
01-22-503990-0006	VMO Contract Services - Towing	2,082.50	0.00	2,082.50	0.00%	4,165.00	3,600.00	565.00	86.43%	25,000.00
01-22-504990-0015	VMO Cosmetic Maintenance Exterior	0.00	0.00	0.00	0.00%	12,500.00	25.77	12,474.23	0.21%	50,000.00
01-22-504990-0016	VMO Cleaning Supplies - Vehicles	1,199.52	126.42	1,073.10	10.54%	2,399.04	3,088.30	-689.26	128.73%	14,400.00
01-22-504990-0017	VMO Shop Supplies Misc	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	5,000.00
01-22-504990-0018	VMO Mechanic Tools/Shoes	1,600.00	0.00	1,600.00	0.00%	5,100.00	0.00	5,100.00	0.00%	6,350.00
01-22-504990-0019	VMO Small Tools & Equipment	124.95	0.00	124.95	0.00%	249.90	0.00	249.90	0.00%	1,500.00
01-22-504990-0020	VMO Decals - Fixed Route	0.00	0.00	0.00	0.00%	2,500.00	0.00	2,500.00	0.00%	5,000.00
01-22-504990-0021	VMO Repair Parts - Fixed Route	7,812.00	24.78	7,787.22	0.32%	15,624.00	24.78	15,599.22	0.16%	62,496.00
01-22-509990-0004	VMO Permits & Licenses	41.65	0.00	41.65	0.00%	83.30	92.61	-9.31	111.18%	500.00
Total Department: 22 - Fleet Maintenance:		233,471.42	233,939.68	-468.26	100.20%	505,592.84	428,626.02	76,966.82	84.78%	2,869,576.00
Department: 31 - Facility Maintenance MSC										
01-31-503050-0010	FAM-M Contract Svc - General	1,000.00	0.00	1,000.00	0.00%	2,000.00	280.00	1,720.00	14.00%	12,000.00
01-31-504030-0100	FAM-M Plumbing Related Expenditures	833.00	0.00	833.00	0.00%	1,666.00	0.00	1,666.00	0.00%	10,000.00
Total Department: 31 - Facility Maintenance MSC:		1,833.00	0.00	1,833.00	0.00%	3,666.00	280.00	3,386.00	7.64%	22,000.00
Department: 32 - Facility Maintenance Leadville										
01-32-503050-0010	FAM-L Contract Svc - General	1,250.00	4,643.06	-3,393.06	371.44%	2,500.00	6,003.28	-3,503.28	240.13%	15,000.00
01-32-503060-0600	FAM-L Contract Services - A/C	1,499.40	0.00	1,499.40	0.00%	2,998.80	0.00	2,998.80	0.00%	18,000.00

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		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
01-32-504990-0031	FAM-L Cleaning Supplies - Leadville	83.30	0.00	83.30	0.00%	166.60	0.00	166.60	0.00%	1,000.00
01-32-505020-0001	FAM-L Utilities - Leadville	559.77	0.00	559.77	0.00%	1,119.54	82.60	1,036.94	7.38%	6,720.00
Total Department: 32 - Facility Maintenance Leadville:		3,392.47	4,643.06	-1,250.59	136.86%	6,784.94	6,085.88	699.06	89.70%	40,720.00
Department: 33 - Facility Maintenance Avon										
01-33-503050-0010	FAM-A Contract Svc - General	11,846.25	0.00	11,846.25	0.00%	23,692.50	0.00	23,692.50	0.00%	142,212.00
01-33-504030-0200	FAM-A Electrical Related Expenditures	416.50	0.00	416.50	0.00%	833.00	0.00	833.00	0.00%	5,000.00
01-33-512060-0000	FAM-A Leases and Rentals-Oper Yards or..	9,768.09	19,632.00	-9,863.91	200.98%	19,536.18	19,632.00	-95.82	100.49%	117,264.00
Total Department: 33 - Facility Maintenance Avon:		22,030.84	19,632.00	2,398.84	89.11%	44,061.68	19,632.00	24,429.68	44.56%	264,476.00
Department: 41 - Facility Maintenance Stops										
01-41-501020-0500	MPS Admin Salaries	6,900.00	0.00	6,900.00	0.00%	13,800.00	0.00	13,800.00	0.00%	82,800.00
01-41-502010-0010	MPS Medicare Tax	100.04	0.00	100.04	0.00%	200.08	0.00	200.08	0.00%	1,201.00
01-41-502010-0020	Social Security Taxes	427.66	0.00	427.66	0.00%	855.32	0.00	855.32	0.00%	5,134.00
01-41-502020-2000	MPS Retirement	551.77	0.00	551.77	0.00%	1,103.54	0.00	1,103.54	0.00%	6,624.00
01-41-503050-0010	MPS Contract Svc - General	9,776.58	19,836.00	-10,059.42	202.89%	19,553.16	39,392.00	-19,838.84	201.46%	117,319.00
01-41-503060-0250	MPS Equipment Rental	1,250.00	0.00	1,250.00	0.00%	2,500.00	0.00	2,500.00	0.00%	5,000.00
01-41-504010-1000	MPS Supplies & Materials	416.50	0.00	416.50	0.00%	833.00	-1,606.40	2,439.40	-192.85%	5,000.00
01-41-504010-2001	MPS Fuel - Unleaded	999.60	0.00	999.60	0.00%	1,999.20	0.00	1,999.20	0.00%	12,000.00
01-41-504990-0029	MPS Bus Stop Supplies	2,915.50	788.00	2,127.50	27.03%	5,831.00	891.55	4,939.45	15.29%	35,000.00
01-41-505020-0001	MPS Utilites - Shelters	166.60	0.00	166.60	0.00%	333.20	0.00	333.20	0.00%	2,000.00
Total Department: 41 - Facility Maintenance Stops:		23,504.25	20,624.00	2,880.25	87.75%	47,008.50	38,677.15	8,331.35	82.28%	272,078.00
Department: 50 - General & Administration										
01-50-501020-0500	ADMIN Admin Salaries	85,094.61	71,167.95	13,926.66	83.63%	170,189.22	151,790.81	18,398.41	89.19%	1,021,544.00
01-50-501020-1610	ADMIN Salaries - OT	0.00	104.05	-104.05	0.00%	0.00	271.93	-271.93	0.00%	0.00
01-50-502010-0010	ADMIN Medicare Tax	1,234.33	1,204.17	30.16	97.56%	2,468.66	2,601.18	-132.52	105.37%	14,812.00
01-50-502010-0020	ADMIN Social Security Taxes	5,278.00	5,148.90	129.10	97.55%	10,556.00	11,122.02	-566.02	105.36%	63,336.00
01-50-502020-2000	ADMIN Retirement	6,810.33	7,430.03	-619.70	109.10%	13,620.66	16,286.97	-2,666.31	119.58%	81,724.00
01-50-502070-0010	ADMIN Unemployment Taxes	0.00	71.43	-71.43	0.00%	0.00	246.21	-246.21	0.00%	0.00
01-50-502090-0000	ADMIN Sick Pay	0.00	762.45	-762.45	0.00%	0.00	1,559.97	-1,559.97	0.00%	0.00
01-50-502100-0000	ADMIN Holiday Pay	0.00	4,542.56	-4,542.56	0.00%	0.00	10,860.13	-10,860.13	0.00%	0.00
01-50-502110-0000	ADMIN Vacation Pay	0.00	2,511.52	-2,511.52	0.00%	0.00	6,091.28	-6,091.28	0.00%	0.00
01-50-502999-9999	ADMIN Benefit Expense	0.00	942.86	-942.86	0.00%	0.00	1,800.00	-1,800.00	0.00%	0.00
01-50-503020-0000	ADMIN Public Notices	41.66	0.00	41.66	0.00%	83.32	52.16	31.16	62.60%	500.00
01-50-503030-0001	ADMIN Benefit Management Expenses	4,081.70	1,749.50	2,332.20	42.86%	8,163.40	2,911.00	5,252.40	35.66%	49,000.00
01-50-503030-0002	ADMIN Legal Svcs - Labor Counsel	1,209.93	1,980.00	-770.07	163.65%	2,419.86	2,780.00	-360.14	114.88%	14,525.00
01-50-503030-0005	ADMIN Legal Svcs - General	9,662.80	2,248.00	7,414.80	23.26%	19,325.60	8,761.00	10,564.60	45.33%	116,000.00
01-50-503030-0006	ADMIN Legal Svcs - Special	937.50	0.00	937.50	0.00%	1,875.00	0.00	1,875.00	0.00%	11,250.00
01-50-503030-3250	ADMIN Consulting	5,200.00	4,523.82	676.18	87.00%	10,400.00	14,523.82	-4,123.82	139.65%	31,000.00
01-50-503030-3290	ADMIN Organizational Services	1,648.00	0.00	1,648.00	0.00%	3,296.00	1,545.67	1,750.33	46.90%	19,776.00
01-50-503990-0003	ADMIN Printing Expense	91.63	0.00	91.63	0.00%	183.26	0.00	183.26	0.00%	1,100.00
01-50-504990-0001	ADMIN Office Supplies - General	2,865.52	104.03	2,761.49	3.63%	5,731.04	777.63	4,953.41	13.57%	34,400.00
01-50-504990-0002	ADMIN Office Supplies - Postage	129.03	0.00	129.03	0.00%	258.06	346.39	-88.33	134.23%	1,549.00

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		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
01-50-504990-0003	ADMIN Office Supplies - Copy Machine	608.09	0.00	608.09	0.00%	1,216.18	0.00	1,216.18	0.00%	7,300.00
01-50-508010-0000	ADMIN Purchased Transportation Servic...	140,000.00	134,934.78	5,065.22	96.38%	280,000.00	267,463.60	12,536.40	95.52%	1,680,000.00
01-50-509010-0000	ADMIN Memberships & Subscriptions	0.00	1,286.50	-1,286.50	0.00%	33,825.00	8,536.50	25,288.50	25.24%	54,065.00
01-50-509020-0000	ADMIN Travel - Meetings/Seminars	150.00	1,143.65	-993.65	762.43%	300.00	1,886.27	-1,586.27	628.76%	14,800.00
01-50-509020-0001	ADMIN Training/Workshop	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	7,200.00
01-50-509020-0002	ADMIN Board Meeting Expense	1,037.08	1,997.65	-960.57	192.62%	2,074.16	2,191.65	-117.49	105.66%	12,450.00
01-50-509020-0004	ADMIN Employee Development Program	3,875.00	2,750.00	1,125.00	70.97%	4,750.00	2,750.00	2,000.00	57.89%	19,000.00
01-50-509020-1000	ADMIN Employee Event Expenses	1,000.00	2,844.99	-1,844.99	284.50%	1,000.00	2,886.99	-1,886.99	288.70%	27,750.00
01-50-509020-1001	ADMIN Employee Wellness Plan Expense	0.00	0.00	0.00	0.00%	0.00	-65.00	65.00	0.00%	36,000.00
01-50-509080-0000	ADMIN Recruiting Employees	3,456.66	2,247.71	1,208.95	65.03%	6,913.32	4,424.87	2,488.45	64.00%	41,480.00
01-50-509080-0100	ADMIN Employee Recognition	400.00	-1,071.69	1,471.69	-267.92%	800.00	-859.62	1,659.62	-107.45%	203,500.00
01-50-509990-0002	ADMIN Miscellaneous Expense	116.62	-2,506.13	2,622.75	-2,148.97%	233.24	-2,506.13	2,739.37	-1,074.49%	1,400.00
01-50-512120-0000	ADMIN Leases and Rentals - Other Gene...	83,335.08	66,750.67	16,584.41	80.10%	166,670.16	133,511.34	33,158.82	80.11%	1,000,021.00
Total Department: 50 - General & Administration:		358,263.57	314,869.40	43,394.17	87.89%	746,352.14	654,548.64	91,803.50	87.70%	4,565,482.00
Department: 51 - Finance										
01-51-501020-0500	ACCT-RM Admin Salaries	21,316.30	5,861.69	15,454.61	27.50%	42,632.60	12,780.72	29,851.88	29.98%	255,898.00
01-51-502010-0010	ACCT-RM Medicare Tax	309.12	90.58	218.54	29.30%	618.24	263.54	354.70	42.63%	3,711.00
01-51-502010-0020	ACCT-RM Social Security Taxes	1,321.63	387.30	934.33	29.30%	2,643.26	1,126.86	1,516.40	42.63%	15,866.00
01-51-502020-2000	ACCT-RM Retirement	1,705.31	617.04	1,088.27	36.18%	3,410.62	1,533.58	1,877.04	44.96%	20,472.00
01-51-502070-0010	ACCT-RM Unemployment Taxes	1,832.60	11.88	1,820.72	0.65%	3,665.20	34.59	3,630.61	0.94%	22,000.00
01-51-502090-0000	ACCT RM - Sick Pay	0.00	0.00	0.00	0.00%	0.00	600.15	-600.15	0.00%	0.00
01-51-502100-0000	ACCT RM - Holiday Pay	0.00	308.51	-308.51	0.00%	0.00	1,361.94	-1,361.94	0.00%	0.00
01-51-502110-0000	ACCT RM - Vacation Pay	0.00	0.00	0.00	0.00%	0.00	3,008.70	-3,008.70	0.00%	0.00
01-51-503020-0000	ACCT-RM Public Notices	41.65	0.00	41.65	0.00%	83.30	0.00	83.30	0.00%	500.00
01-51-503030-0009	ACCT-RM Contracted Services	10,000.00	21,038.49	-11,038.49	210.38%	22,000.00	44,192.98	-22,192.98	200.88%	30,000.00
01-51-503030-0015	ACCT-RM Audit Services	6,500.00	0.00	6,500.00	0.00%	10,000.00	0.00	10,000.00	0.00%	30,500.00
01-51-503030-3250	ACCT-RM Consulting	3,750.00	6,450.00	-2,700.00	172.00%	7,500.00	18,097.50	-10,597.50	241.30%	45,000.00
01-51-506030-0000	ACCT-RM Insurance - General & Auto Li...	32,950.25	30,968.08	1,982.17	93.98%	65,900.50	62,782.16	3,118.34	95.27%	395,403.00
01-51-506040-0000	ACCT-RM Insurance - Losses	4,165.00	0.00	4,165.00	0.00%	8,330.00	0.00	8,330.00	0.00%	50,000.00
01-51-506040-1000	ACCT-RM Insurance Premium - WC	19,325.26	18,754.00	571.26	97.04%	38,650.52	37,508.00	1,142.52	97.04%	231,996.00
01-51-506080-0000	ACCT-RM Insurance - Admin	119,482.18	129,077.83	-9,595.65	108.03%	238,964.36	261,869.33	-22,904.97	109.59%	1,434,360.00
01-51-509010-0000	ACCT-RM Memberships & Subscriptions	3,269.16	0.00	3,269.16	0.00%	6,538.32	0.00	6,538.32	0.00%	39,230.00
01-51-509020-0000	ACCT-RM Travel - Meetings/Seminars	166.43	0.00	166.43	0.00%	332.86	0.00	332.86	0.00%	1,998.00
01-51-509080-1000	ACCT RM - Bank Adjustments/Fees	0.00	141.00	-141.00	0.00%	0.00	383.81	-383.81	0.00%	0.00
Total Department: 51 - Finance:		226,134.89	213,706.40	12,428.49	94.50%	451,269.78	445,543.86	5,725.92	98.73%	2,576,934.00
Department: 52 - IT										
01-52-501020-0500	IT Admin Salaries	26,688.40	20,709.34	5,979.06	77.60%	53,376.80	46,052.60	7,324.20	86.28%	320,389.00
01-52-501020-1610	IT - Salaries OT	0.00	1,004.20	-1,004.20	0.00%	0.00	1,779.72	-1,779.72	0.00%	0.00
01-52-502010-0010	IT Medicare Tax	387.01	370.65	16.36	95.77%	774.02	817.23	-43.21	105.58%	4,646.00
01-52-502010-0020	IT Social Security Taxes	1,654.67	1,584.90	69.77	95.78%	3,309.34	3,494.50	-185.16	105.60%	19,864.00
01-52-502020-2000	IT Retirement	2,135.06	2,161.59	-26.53	101.24%	4,270.12	4,809.15	-539.03	112.62%	25,631.00

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		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
01-52-502070-0010	IT Unemployment Taxes	0.00	40.52	-40.52	0.00%	0.00	99.70	-99.70	0.00%	0.00
01-52-502090-0000	IT Sick Pay	0.00	741.10	-741.10	0.00%	0.00	1,160.10	-1,160.10	0.00%	0.00
01-52-502100-0000	IT Holiday Pay	0.00	1,426.84	-1,426.84	0.00%	0.00	3,504.15	-3,504.15	0.00%	0.00
01-52-502110-0000	IT Vacation Pay	0.00	919.55	-919.55	0.00%	0.00	2,091.88	-2,091.88	0.00%	0.00
01-52-503020-0006	IT Communications	4,500.00	6,682.54	-2,182.54	148.50%	9,000.00	6,682.54	2,317.46	74.25%	83,000.00
01-52-503030-0009	IT Contracted Services	11,500.00	7,917.07	3,582.93	68.84%	23,000.00	20,756.60	2,243.40	90.25%	167,500.00
01-52-503030-0011	IT Computer/Networks Software Agmt	4,416.66	45,330.93	-40,914.27	1,026.36%	8,833.32	51,854.66	-43,021.34	587.03%	53,000.00
01-52-503030-3250	IT Consulting	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	12,000.00
01-52-503050-0000	IT Office Equipment Maintenance	166.60	0.00	166.60	0.00%	333.20	295.37	37.83	88.65%	2,000.00
01-52-504990-0010	IT Computer Supplies	3,000.00	0.00	3,000.00	0.00%	3,000.00	180.35	2,819.65	6.01%	28,000.00
01-52-506080-0000	IT - Cyber Insurance	1,259.75	1,095.41	164.34	86.95%	2,519.50	2,190.82	328.68	86.95%	15,117.00
01-52-509020-0000	IT Travel - Meetings/Seminars	49.98	0.00	49.98	0.00%	99.96	0.00	99.96	0.00%	600.00
01-52-509020-0001	IT Training/Workshop	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	11,300.00
Total Department: 52 - IT:		55,758.13	89,984.64	-34,226.51	161.38%	108,516.26	145,769.37	-37,253.11	134.33%	743,047.00
Department: 53 - Planning										
01-53-501020-0500	PL Admin Salaries	16,559.79	8,515.64	8,044.15	51.42%	33,119.58	17,582.91	15,536.67	53.09%	198,797.00
01-53-502010-0010	PL Medicare Tax	240.15	143.73	96.42	59.85%	480.30	286.58	193.72	59.67%	2,883.00
01-53-502010-0020	PL Social Security Taxes	1,026.67	614.64	412.03	59.87%	2,053.34	1,225.39	827.95	59.68%	12,325.00
01-53-502020-2000	PL Retirement	1,324.80	529.16	795.64	39.94%	2,649.60	1,021.71	1,627.89	38.56%	15,904.00
01-53-502070-0010	PL Unemployment Taxes	0.00	19.75	-19.75	0.00%	0.00	39.45	-39.45	0.00%	0.00
01-53-502100-0000	PL Holiday Pay	0.00	454.30	-454.30	0.00%	0.00	1,238.12	-1,238.12	0.00%	0.00
01-53-502110-0000	PL Vacation Pay	0.00	908.60	-908.60	0.00%	0.00	908.60	-908.60	0.00%	0.00
01-53-503030-3250	PL Consulting	87,500.00	54,676.95	32,823.05	62.49%	165,000.00	91,564.45	73,435.55	55.49%	625,000.00
01-53-509020-0000	PL Travel - Meetings/Seminars	83.21	0.00	83.21	0.00%	166.42	0.00	166.42	0.00%	999.00
01-53-509020-0001	PL Training/Workshop	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	5,000.00
Total Department: 53 - Planning:		106,734.62	65,862.77	40,871.85	61.71%	203,469.24	113,867.21	89,602.03	55.96%	860,908.00
Department: 54 - Marketing & Customer Service										
01-54-501020-0500	MCS Admin Salaries	25,371.01	20,608.38	4,762.63	81.23%	50,742.02	40,194.82	10,547.20	79.21%	304,574.00
01-54-501020-1610	MCS Salaries - OT	0.00	55.15	-55.15	0.00%	0.00	274.15	-274.15	0.00%	0.00
01-54-502010-0010	MCS Medicare Tax	367.85	347.46	20.39	94.46%	735.70	679.72	55.98	92.39%	4,416.00
01-54-502010-0020	MCS Social Security Taxes	1,573.03	1,485.69	87.34	94.45%	3,146.06	2,906.35	239.71	92.38%	18,884.00
01-54-502020-2000	MCS Retirement	2,029.68	1,943.58	86.10	95.76%	4,059.36	3,711.85	347.51	91.44%	24,366.00
01-54-502070-0010	MCS Unemployment Taxes	0.00	45.94	-45.94	0.00%	0.00	89.93	-89.93	0.00%	0.00
01-54-502090-0000	MCS Sick Pay	0.00	838.05	-838.05	0.00%	0.00	1,235.21	-1,235.21	0.00%	0.00
01-54-502100-0000	MCS Holiday Pay	0.00	1,924.36	-1,924.36	0.00%	0.00	3,811.42	-3,811.42	0.00%	0.00
01-54-502110-0000	MCS Vacation Pay	0.00	0.00	0.00	0.00%	0.00	156.44	-156.44	0.00%	0.00
01-54-503030-3240	MCS Contracted Services	3,000.00	49.00	2,951.00	1.63%	6,575.00	3,610.88	2,964.12	54.92%	50,100.00
01-54-503030-3260	MCS Advertising	2,546.00	1,057.02	1,488.98	41.52%	3,892.00	2,242.38	1,649.62	57.62%	41,248.00
01-54-503030-3270	MCS Events Expenses	800.00	0.00	800.00	0.00%	800.00	78.65	721.35	9.83%	6,000.00
01-54-503990-0003	MCS Printing Expense	1,050.00	0.00	1,050.00	0.00%	2,125.00	0.00	2,125.00	0.00%	39,350.00
01-54-504990-0002	MCS Office Supplies - Postage	200.00	253.54	-53.54	126.77%	400.00	410.46	-10.46	102.62%	16,400.00

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		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
01-54-509010-0000	MCS Memberships & Subscriptions	104.95	178.00	-73.05	169.60%	209.90	238.00	-28.10	113.39%	1,260.00
01-54-509020-0000	MCS Travel - Meetings/Seminars	3,000.00	118.00	2,882.00	3.93%	3,000.00	1,810.79	1,189.21	60.36%	5,000.00
01-54-509020-0001	Training Workshop	183.26	712.25	-528.99	388.66%	366.52	712.25	-345.73	194.33%	2,200.00
Total Department: 54 - Marketing & Customer Service:		40,225.78	29,616.42	10,609.36	73.63%	76,051.56	62,163.30	13,888.26	81.74%	513,798.00
Total Expense:		1,862,717.10	1,792,353.75	70,363.35	96.22%	5,636,618.26	5,414,063.87	222,554.39	96.05%	25,344,766.00
Total Fund: 01 - General Fund:		1,212,182.56	1,281,552.88	69,370.32		375,181.06	710,356.63	335,175.57		598,450.00
Fund: 02 - Capital Fund										
Revenue										
Department: 00 - Assets										
02-00-408020-0100	Transfer from General Fund	0.00	0.00	0.00	0.00%	1,500,000.00	1,500,000.00	0.00	-100.00%	1,500,000.00
Total Department: 00 - Assets:		0.00	0.00	0.00	0.00%	1,500,000.00	1,500,000.00	0.00	-100.00%	1,500,000.00
Department: 60 - Vehicles										
02-60-413990-2036	FTA 5339 Capital revenue	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	494,000.00
Total Department: 60 - Vehicles:		0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	494,000.00
Total Revenue:		0.00	0.00	0.00	0.00%	1,500,000.00	1,500,000.00	0.00	-100.00%	1,994,000.00
Expense										
Department: 60 - Vehicles										
02-60-522000-0000	Capital Outlay - Revenue Vehicles	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	5,658,605.00
02-60-522000-0001	Capital Outlay - Service Vehicles	50,000.00	0.00	50,000.00	0.00%	100,000.00	48,570.39	51,429.61	48.57%	150,000.00
02-60-522000-0002	Capital Outlay - Refurbished Revenue V...	450,000.00	0.00	450,000.00	0.00%	900,000.00	0.00	900,000.00	0.00%	1,350,000.00
Total Department: 60 - Vehicles:		500,000.00	0.00	500,000.00	0.00%	1,000,000.00	48,570.39	951,429.61	4.86%	7,158,605.00
Department: 62 - Equipment										
02-62-522000-0009	Capital Outlay - Communication/Inform...	11,245.50	0.00	11,245.50	0.00%	22,491.00	0.00	22,491.00	0.00%	135,000.00
02-62-522000-0010	Capital Outlay- Other Capital Investment	1,666.00	18,927.46	-17,261.46	1,136.10%	3,332.00	18,927.46	-15,595.46	568.05%	20,000.00
Total Department: 62 - Equipment:		12,911.50	18,927.46	-6,015.96	146.59%	25,823.00	18,927.46	6,895.54	73.30%	155,000.00
Total Expense:		512,911.50	18,927.46	493,984.04	3.69%	1,025,823.00	67,497.85	958,325.15	6.58%	7,313,605.00
Total Fund: 02 - Capital Fund:		-512,911.50	-18,927.46	493,984.04		474,177.00	1,432,502.15	958,325.15		-5,319,605.00
Fund: 03 - Air Fund										
Revenue										
Department: 70 - Airport Transfers										
03-70-408020-0100	Transfer From General Fund	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	1,200,000.00
Total Department: 70 - Airport Transfers:		0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	1,200,000.00
Total Revenue:		0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	1,200,000.00

Monthly Budget Report

For Fiscal: FY25 Period Ending: 02/28/2025

	February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
Expense									
Department: 70 - Airport Transfers									
03-70-508010-0000 Minimum Revenue Guarantees	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	1,200,000.00
Total Department: 70 - Airport Transfers:	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	1,200,000.00
Total Expense:	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	1,200,000.00
Total Fund: 03 - Air Fund:	0.00	0.00	0.00		0.00	0.00	0.00		0.00
Fund: 04 - Housing Fund									
Revenue									
Department: 00 - Assets									
04-00-408020-0100 Transfer from General Fund	0.00	0.00	0.00	0.00%	320,000.00	320,000.00	0.00	-100.00%	320,000.00
Total Department: 00 - Assets:	0.00	0.00	0.00	0.00%	320,000.00	320,000.00	0.00	-100.00%	320,000.00
Department: 80 - Admin of Housing Programs									
04-80-407990-2000 Rent - Leased Properties	0.00	0.00	0.00	0.00%	0.00	7,571.27	7,571.27	0.00%	0.00
Total Department: 80 - Admin of Housing Programs:	0.00	0.00	0.00	0.00%	0.00	7,571.27	7,571.27	0.00%	0.00
Department: 81 - Quail Run 1									
04-81-407990-2000 Rent-owned properties-quail run 106-4 ...	4,373.16	4,873.00	499.84	-111.43%	8,746.32	9,086.64	340.32	-103.89%	52,499.00
Total Department: 81 - Quail Run 1:	4,373.16	4,873.00	499.84	-111.43%	8,746.32	9,086.64	340.32	-103.89%	52,499.00
Department: 91 - Housing Ops LCV									
04-91-407990-2000 Rent-leased properties-lake creek village	5,685.72	6,520.00	834.28	-114.67%	11,371.44	10,917.42	-454.02	-96.01%	68,256.00
Total Department: 91 - Housing Ops LCV:	5,685.72	6,520.00	834.28	-114.67%	11,371.44	10,917.42	-454.02	-96.01%	68,256.00
Department: 92 - Housing Ops Gypsum Apt									
04-92-407990-2000 Rent-owned properties-Gypsum Apt	1,439.42	800.00	-639.42	-55.58%	2,878.84	877.43	-2,001.41	-30.48%	17,280.00
Total Department: 92 - Housing Ops Gypsum Apt:	1,439.42	800.00	-639.42	-55.58%	2,878.84	877.43	-2,001.41	-30.48%	17,280.00
Department: 93 - Housing Ops All Other Locations									
04-93-407990-2000 Rent-leased properties-riverdance	2,878.84	4,000.00	1,121.16	-138.94%	5,757.68	6,400.00	642.32	-111.16%	34,560.00
Total Department: 93 - Housing Ops All Other Locations:	2,878.84	4,000.00	1,121.16	-138.94%	5,757.68	6,400.00	642.32	-111.16%	34,560.00
Department: 94 - Broadway									
04-94-407990-2000 Rent-leased properties-broadway	2,339.06	2,680.00	340.94	-114.58%	4,678.12	4,360.00	-318.12	-93.20%	28,080.00
Total Department: 94 - Broadway:	2,339.06	2,680.00	340.94	-114.58%	4,678.12	4,360.00	-318.12	-93.20%	28,080.00
Department: 95 - Miller Road									
04-95-407990-2000 Rent-leased properties-miller ranch rd.	4,318.27	4,900.00	581.73	-113.47%	8,636.54	9,354.00	717.46	-108.31%	51,840.00
Total Department: 95 - Miller Road:	4,318.27	4,900.00	581.73	-113.47%	8,636.54	9,354.00	717.46	-108.31%	51,840.00
Department: 96 - Eby Creek									
04-96-407990-2000 Rent-leased properties-eby creek	4,318.27	5,022.46	704.19	-116.31%	8,636.54	9,330.73	694.19	-108.04%	51,840.00
Total Department: 96 - Eby Creek:	4,318.27	5,022.46	704.19	-116.31%	8,636.54	9,330.73	694.19	-108.04%	51,840.00

Monthly Budget Report

For Fiscal: FY25 Period Ending: 02/28/2025

	February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
Department: 97 - Housing Operations The Pike									
04-97-407990-2000 Rent Leased Properties The Pike	4,398.24	4,846.71	448.47	-110.20%	8,796.48	9,635.13	838.65	-109.53%	52,800.00
Total Department: 97 - Housing Operations The Pike:	4,398.24	4,846.71	448.47	-110.20%	8,796.48	9,635.13	838.65	-109.53%	52,800.00
Total Revenue:	29,750.98	33,642.17	3,891.19	-113.08%	379,501.96	387,532.62	8,030.66	-102.12%	677,155.00
Expense									
Department: 80 - Admin of Housing Programs									
04-80-503030-3250 Housing Project _ Consulting Fee	10,000.00	0.00	10,000.00	0.00%	10,000.00	0.00	10,000.00	0.00%	40,000.00
04-80-503050-0010 Contract Services General	916.30	0.00	916.30	0.00%	1,832.60	640.00	1,192.60	34.92%	11,000.00
04-80-505020-0001 WIFI And Utilites	2,915.50	359.68	2,555.82	12.34%	5,831.00	1,811.10	4,019.90	31.06%	35,000.00
Total Department: 80 - Admin of Housing Programs:	13,831.80	359.68	13,472.12	2.60%	17,663.60	2,451.10	15,212.50	13.88%	86,000.00
Department: 81 - Quail Run 1									
04-81-504990-0011 Materials & Supplies	833.00	3,258.57	-2,425.57	391.18%	1,666.00	4,815.59	-3,149.59	289.05%	10,000.00
04-81-510125-0000 HOA Dues	599.76	720.00	-120.24	120.05%	1,199.52	1,440.00	-240.48	120.05%	7,200.00
Total Department: 81 - Quail Run 1:	1,432.76	3,978.57	-2,545.81	277.69%	2,865.52	6,255.59	-3,390.07	218.31%	17,200.00
Department: 91 - Housing Ops LCV									
04-91-504990-0011 Materials & Supplies	108.29	0.00	108.29	0.00%	216.58	320.00	-103.42	147.75%	1,300.00
04-91-512130-0000 Rent Expense	6,637.17	7,157.30	-520.13	107.84%	13,274.34	14,254.75	-980.41	107.39%	79,678.00
Total Department: 91 - Housing Ops LCV:	6,745.46	7,157.30	-411.84	106.11%	13,490.92	14,574.75	-1,083.83	108.03%	80,978.00
Department: 92 - Housing Ops Gypsum Apt									
04-92-504990-0011 Materials & Supplies	108.33	0.00	108.33	0.00%	216.66	0.00	216.66	0.00%	1,300.00
04-92-512130-0000 Lease Payments Gypsum	2,798.88	3,102.64	-303.76	110.85%	5,597.76	3,102.64	2,495.12	55.43%	33,600.00
Total Department: 92 - Housing Ops Gypsum Apt:	2,907.21	3,102.64	-195.43	106.72%	5,814.42	3,102.64	2,711.78	53.36%	34,900.00
Department: 93 - Housing Ops All Other Locations									
04-93-504990-0011 Materials & Supplies	108.29	0.00	108.29	0.00%	216.58	0.00	216.58	0.00%	1,300.00
04-93-512130-0000 Rent Expense	4,506.19	6,550.00	-2,043.81	145.36%	9,012.38	17,410.00	-8,397.62	193.18%	54,096.00
Total Department: 93 - Housing Ops All Other Locations:	4,614.48	6,550.00	-1,935.52	141.94%	9,228.96	17,410.00	-8,181.04	188.65%	55,396.00
Department: 94 - Broadway									
04-94-504990-0011 Materials & Supplies	108.29	0.00	108.29	0.00%	216.58	0.00	216.58	0.00%	1,300.00
04-94-512130-0000 rent expense	2,598.96	3,000.00	-401.04	115.43%	5,197.92	6,000.00	-802.08	115.43%	31,200.00
Total Department: 94 - Broadway:	2,707.25	3,000.00	-292.75	110.81%	5,414.50	6,000.00	-585.50	110.81%	32,500.00
Department: 95 - Miller Road									
04-95-504990-0011 Materials & Supplies	108.29	0.00	108.29	0.00%	216.58	0.00	216.58	0.00%	1,300.00
04-95-512130-0000 rent expense	9,944.02	9,948.00	-3.98	100.04%	19,888.04	19,896.00	-7.96	100.04%	119,376.00
Total Department: 95 - Miller Road:	10,052.31	9,948.00	104.31	98.96%	20,104.62	19,896.00	208.62	98.96%	120,676.00
Department: 96 - Eby Creek									
04-96-504990-0011 Materials & Supplies	108.29	160.00	-51.71	147.75%	216.58	160.00	56.58	73.88%	1,300.00
04-96-512130-0000 rent expense	8,939.42	9,284.35	-344.93	103.86%	17,878.84	18,568.70	-689.86	103.86%	107,316.00
Total Department: 96 - Eby Creek:	9,047.71	9,444.35	-396.64	104.38%	18,095.42	18,728.70	-633.28	103.50%	108,616.00

Monthly Budget Report

For Fiscal: FY25 Period Ending: 02/28/2025

	February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
Department: 97 - Housing Operations The Pike									
04-97-504990-0011 Materials & Supplies	108.29	0.00	108.29	0.00%	216.58	0.00	216.58	0.00%	1,300.00
04-97-512130-0000 Lease Payments The Pike	8,636.54	11,086.48	-2,449.94	128.37%	17,273.08	21,251.48	-3,978.40	123.03%	103,680.00
Total Department: 97 - Housing Operations The Pike:	8,744.83	11,086.48	-2,341.65	126.78%	17,489.66	21,251.48	-3,761.82	121.51%	104,980.00
Total Expense:	60,083.81	54,627.02	5,456.79	90.92%	110,167.62	109,670.26	497.36	99.55%	641,246.00
Total Fund: 04 - Housing Fund:	-30,332.83	-20,984.85	9,347.98		269,334.34	277,862.36	8,528.02		35,909.00
Report Total:	668,938.23	1,241,640.57	572,702.34		1,118,692.40	2,420,721.14	1,302,028.74		-4,685,246.00

Fund Summary

Fund	February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
01 - General Fund	1,212,182.56	1,281,552.88	69,370.32		375,181.06	710,356.63	335,175.57		598,450.00
02 - Capital Fund	-512,911.50	-18,927.46	493,984.04		474,177.00	1,432,502.15	958,325.15		-5,319,605.00
03 - Air Fund	0.00	0.00	0.00		0.00	0.00	0.00		0.00
04 - Housing Fund	-30,332.83	-20,984.85	9,347.98		269,334.34	277,862.36	8,528.02		35,909.00
Report Total:	668,938.23	1,241,640.57	572,702.34		1,118,692.40	2,420,721.14	1,302,028.74		-4,685,246.00

**CORE TRANSIT
CASH POSITION**
Year to Date and as of February 28, 2025
Adjusted as of April 4, 2025

	CASH		INVESTMENTS							
	1st Bank		CSIP				Multi-Bank		Colotrust	TOTAL ALL ACCOUNTS
Maturity Date Account Activity Item Description	Checking	Savings	5.3200% 4/17/2025 Savings-Term	4.6500% 8/15/2025 Savings-Term	4.0400% 9/19/2025 Savings-Term	4.4900% LGIP	3.9600% 10/2/2025 Savings-Term	Savings	4.4735% Plus+	
BEGINNING BANK BALANCE	\$ 829,195	\$ 506,113	\$ 5,000,000	\$ 2,000,000	\$ 4,000,000	\$ 10,986	\$ 3,489,984	\$ 13	\$ 6,557,748	\$ 22,394,039
YTD credits - Total deposits, wires and transfers	3,507,012	2,619	-	-	-	80	23,400	-	4,566,053	8,099,164
YTD debits - Total vouchers, wires and transfers	(4,146,004)	-	-	-	-	-	-	-	(3,340,000)	(7,486,004)
YTD bank balance	190,203	508,732	5,000,000	2,000,000	4,000,000	11,066	3,513,384	13	7,783,801	23,007,199
Plus deposits/transfers in transit	20,459	-	-	-	-	-	-	-	-	20,459
Less outstanding checks/transfers	(440,187)	-	-	-	-	-	-	-	-	(440,187)
UNRESTRICTED BALANCE AT END OF PERIOD	(229,525)	508,732	5,000,000	2,000,000	4,000,000	11,066	3,513,384	13	7,783,801	22,587,471
Current period activity										
Transfers	2,524,732	(8,732)	-	-	-	3,000,000	-	(13)	(5,515,987)	-
Add - deposits, wires and transfers	113,378	-	-	-	-	9,085	11,592	-	2,929,851	3,063,906
Subtract - vouchers, wires and transfers	(2,068,852)	-	-	-	-	-	-	-	-	(2,068,852)
Total current period adjustments	569,258	(8,732)	-	-	-	3,009,085	11,592	(13)	(2,586,136)	995,054
Restricted to Housing	(38,838)	-	-	-	(320,000)	-	-	-	(1,851,963)	(2,210,801)
Restricted to Capital	(55,708)	-	(5,000,000)	-	(1,500,000)	(3,007,550)	-	-	(513,324)	(10,076,582)
Adjusted balance	\$ 245,187	\$ 500,000	\$ -	\$ 2,000,000	\$ 2,180,000	\$ 12,601	\$ 3,524,976	\$ -	\$ 2,832,378	\$ 11,295,142



Eagle Valley Transportation Authority, CO

Check Report

By Check Number

Date Range: 02/01/2025 - 02/28/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 99 - First Bank AP-99 - First Bank Checking AP						
BLUE MONSTER	Blue Monster Service LLC	02/06/2025	Regular	0.00	280.00	10069
CEBT	CEBT Payments	02/06/2025	Regular	0.00	137,813.88	10070
COLLETT	Collett Enterprises, Inc.	02/06/2025	Regular	0.00	897.00	10071
ECFM	Eagle County Facilities Management	02/06/2025	Regular	0.00	66,750.67	10072
EV TEMPS	Eagle Valley Temps	02/06/2025	Regular	0.00	1,206.00	10073
FROST CREEK	Frost Creek	02/06/2025	Regular	0.00	7,800.00	10074
Love in Practice	Karah Maloley	02/06/2025	Regular	0.00	10,000.00	10075
K WALKER	Kimber Walker	02/06/2025	Regular	0.00	2,805.00	10076
NSC	National Carwash Solutions Inc	02/06/2025	Regular	0.00	2,140.58	10077
SayNoMore	SNMP Inc	02/06/2025	Regular	0.00	621.38	10078
SDA	Special District Association	02/06/2025	Regular	0.00	1,237.50	10079
PIKE	The Pike	02/06/2025	Regular	0.00	2,460.60	10080
TERM VENDOR	Term Vendor	02/13/2025	Regular	0.00	3,148.88	10081
CONSUELO HERNANDEZ	Consuelo Hernandez	02/13/2025	Regular	0.00	320.00	10082
EBVH	Eagle Valley Mental Health	02/13/2025	Regular	0.00	3,130.00	10083
EV TEMPS	Eagle Valley Temps	02/13/2025	Regular	0.00	1,323.25	10084
GIRARDI'S	Girardi's Towing Inc.	02/13/2025	Regular	0.00	1,950.00	10085
Doctors on Call	Guy J. Kovacevich, M.D, P.C.	02/13/2025	Regular	0.00	600.00	10086
K WALKER	Kimber Walker	02/13/2025	Regular	0.00	2,310.00	10087
KNS	KNS Broadcasting	02/13/2025	Regular	0.00	654.00	10088
LOOMIS	Loomis Armored US. LLC	02/13/2025	Regular	0.00	232.49	10089
PARKVILLE WD	Parkville Water District	02/13/2025	Regular	0.00	82.60	10090
PSE	Personnel Safety Enterprises, Inc	02/13/2025	Regular	0.00	673.60	10091
PINNACOL	Pinnacol Assurance	02/13/2025	Regular	0.00	18,754.00	10092
PROCOM	Procom LLC	02/13/2025	Regular	0.00	1,826.25	10093
QUAIL RUN	Quail Run	02/13/2025	Regular	0.00	720.00	10094
SGM	Schmueser Gordon Meyer, Inc.	02/13/2025	Regular	0.00	477.89	10095
SSI	Signature Signs, Inc.	02/13/2025	Regular	0.00	788.00	10096
SP PLUS	SP Plus	02/13/2025	Regular	0.00	150,954.03	10097
AVON	Town of Avon	02/13/2025	Regular	0.00	72,428.68	10098
CGCS	Capitol Government Contract Specialists	02/19/2025	Regular	0.00	7,800.00	10099
CLEVER	CLEVER DEVICES	02/19/2025	Regular	0.00	34,309.00	10100
COLLETT	Collett Enterprises, Inc.	02/19/2025	Regular	0.00	1,650.50	10101
EC Fleet	Eagle County Fleet Services	02/19/2025	Regular	0.00	153,537.92	10102
EV TEMPS	Eagle Valley Temps	02/19/2025	Regular	0.00	1,340.00	10103
ISTONISH	Istonish, Inc.	02/19/2025	Regular	0.00	7,180.00	10104
K WALKER	Kimber Walker	02/19/2025	Regular	0.00	2,475.00	10105
AVON	Town of Avon	02/19/2025	Regular	0.00	51,955.04	10106
Transdev	Transdev Fleet Services, Inc	02/19/2025	Regular	0.00	83,359.02	10107
TYLER TECH	Tyler Technologies, Inc.	02/19/2025	Regular	0.00	16,505.00	10108
Calo	Wyatt Thomas Shomion	02/19/2025	Regular	0.00	718.00	10109
TERM VENDOR	Term Vendor	02/27/2025	Regular	0.00	478.29	10110
CBRE	CBRE, Inc.	02/28/2025	Regular	0.00	5,000.00	10111
CEBT	CEBT Payments	02/28/2025	Regular	0.00	131,713.85	10112
COLLETT	Collett Enterprises, Inc.	02/28/2025	Regular	0.00	960.75	10113
CCFW&U	Collins Cole Flynn Winn & Ulmer	02/28/2025	Regular	0.00	7,313.00	10114
CSDPLP	Colorado Special Districts Property & Liability P	02/28/2025	Regular	0.00	1,000.00	10115
CRS	CRS of Colorado	02/28/2025	Regular	0.00	44,473.00	10116
EV TEMPS	Eagle Valley Temps	02/28/2025	Regular	0.00	1,340.00	10117
FB CC	FirstBank CC	02/28/2025	Regular	0.00	-18,471.35	10118
FB CC	FirstBank CC	02/28/2025	Regular	0.00	18,471.35	10118
	Void	02/28/2025	Regular	0.00	0.00	10119
	Void	02/28/2025	Regular	0.00	0.00	10120
	Void	02/28/2025	Regular	0.00	0.00	10121

Check Report

Date Range: 02/01/2025 - 02/28/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	Void	02/28/2025	Regular	0.00	0.00	10122
	Void	02/28/2025	Regular	0.00	0.00	10123
	Void	02/28/2025	Regular	0.00	0.00	10124
	Void	02/28/2025	Regular	0.00	0.00	10125
	Void	02/28/2025	Regular	0.00	0.00	10126
FROST CREEK	Frost Creek	02/28/2025	Regular	0.00	7,800.00	10127
K WALKER	Kimber Walker	02/28/2025	Regular	0.00	1,925.00	10128
KRC PROPERTIES	KRC Properties	02/28/2025	Regular	0.00	4,500.00	10129
RIVER DANCE	River Dance	02/28/2025	Regular	0.00	5,240.00	10130
SP PLUS	SP Plus	02/28/2025	Regular	0.00	132,528.82	10131
PIKE	The Pike	02/28/2025	Regular	0.00	119.58	10132
TYLER TECH	Tyler Technologies, Inc.	02/28/2025	Regular	0.00	2,030.00	10133
Xcel	Xcel Energy	02/28/2025	Regular	0.00	660.22	10134
FB CC	FirstBank CC	02/28/2025	Bank Draft	0.00	18,121.89	DFT0000022

Bank Code 99 - First Bank AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	73	58	0.00	1,220,769.62
Manual Checks	0	0	0.00	0.00
Voided Checks	0	9	0.00	-18,471.35
Bank Drafts	4	1	0.00	18,121.89
EFT's	0	0	0.00	0.00
	77	68	0.00	1,220,420.16

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	73	58	0.00	1,220,769.62
Manual Checks	0	0	0.00	0.00
Voided Checks	0	9	0.00	-18,471.35
Bank Drafts	4	1	0.00	18,121.89
EFT's	0	0	0.00	0.00
	77	68	0.00	1,220,420.16

Fund Summary

Fund	Name	Period	Amount
99	Pooled Cash Fund	2/2025	1,220,420.16
			1,220,420.16



To: The Core Transit Board
From: Dave Levy, Planning Manager

Meeting Date: 04/09/2025

SUBJECT: Customer Feedback – Winter Schedule and Service

RECOMMENDED ACTIONS: Discussion Only

Background

Core Transit is committed to listening to our customers and learning how we can improve service. In March Core Transit deployed a survey seeking public feedback on the Winter '24-25 schedule.

The purpose of this survey is to learn how specific schedule changes that were implemented for the season are being used, if they are working for riders, and how these changes can be improved upon for maximum benefit. Survey findings will be applied to our Winter '25-26 schedule building cycle that begins on April 21.

The survey is an essential part of our new bi-annual scheduling cadence that includes issuing surveys at the end of each season to inform the following year's schedule build.

Seeking public feedback on the current schedule ensures that community members can participate in our decision-making process; that we are continually improving the effectiveness and equity of our service by incorporating diverse perspectives into the process; and that we understand and address public concerns proactively.

We invite the public to share their views on the Winter '24-25 schedule and any other aspect of our service or the 10 Year Plan in this meeting.

Attachments:

N/A



To: The Core Transit Board
From: Tanya Allen Executive Director

Meeting Date: 04/09/2025

SUBJECT: Core Transit Five Year Strategic Plan - Draft Goals and Objectives

RECOMMENDED ACTIONS: Discussion and Direction

Background

At the Core Transit Board retreat on February 27, we asked the Board to discuss and comment on a series of posters compiled by Senior Staff. These posters included a review of the significant progress made in implementing the existing Interim Strategic Plan. They also included a range of potential new goals, initiatives, and projects consistent with our Vision and Mission and worthy of consideration over the next 1-5 years.

Board members were asked to reflect on the content provided, ask questions, and share what resonated most with them, their communities, and the broader region. They were also asked to suggest additional goals, objectives, or projects we may have missed and assist with prioritizing among the many desirable ideas.

Following the retreat and a comprehensive review of the Board's feedback, we have generated the attached draft set of Goals and Objectives. We are looking for the Board's feedback on these prior to building out the remainder of the Strategic Plan document.

These Goals and Objectives are more abstract and high-level than much of what we discussed at the retreat. This is intentional. The Goals are meant to be aspirational, evergreen, and consistent with our Vision and Mission. They are also meant to be non-siloed and cross-departmental, so that whatever your job function might be at Core



Transit you can use one or more of them as your North Star. We have tried to make the Goal language relatively simple and fun, easy to communicate, and something it takes very little explanation to “get” and embrace.

The Objectives are meant to be more precise and targeted, with specific owners to be assigned across the organization. These owners will be tasked with developing specific Projects to further these Objectives and, where appropriate, develop and track Key Performance Indicators (KPIs).

Project development consistent with the Strategic Plan Goals and Objectives will be an important part of our budgeting and resources allocation process as we move forward. Monitoring, tracking, and reporting on Strategic Plan implementation will be how we communicate progress to the Board and Community and a tool to hold us accountable for the work we do.

Attachments:

DRAFT Strategic Plan Goals and Objectives



Goal 1: Build Core Transit to Last

What we mean: Our financial, organizational, and infrastructure decisions are innovative, forward-thinking, and scalable. We're ready for whatever the future brings.

- 1.1 Be a systems-oriented organization with clear, documented, and scalable procedures that guide our work.
- 1.2 Develop and maintain a dynamic long-range financial planning model that incorporates the full range of Core's activities and forms a basis for sound decision making.
- 1.3 Identify, acquire property and plan for a permanent Core Transit facility that gives us room to grow.
- 1.4 Maintain an adequate reserve balance and explore new revenue streams to offset sales tax volatility and be prepared for new opportunities.
- 1.5 Incorporate Gypsum, Leadville, and Lake County into Core Transit on terms that work for everyone.
- 1.6 Reduce environmental impacts from transportation through increased ridership and well-considered investments in new technology.

Goal 2: Be Safe, Trustworthy and Accountable

What we mean: You trust to us provide safe, reliable service in a resource efficient way. You understand what we're doing, and why.



- 2.1 Continue to lower our preventable accident rate.
- 2.2 Build a shared safety culture where learning and continuous improvement is a source of pride.
- 2.3 Provide accurate, transparent and understandable information to the Core Transit Board, Core Transit staff, organizational partners and the public.
- 2.4 Tell our story and highlight the economic, social, and environmental impacts of our work
- 2.5 Be prepared for emergencies and system disruptions and provide timely, accurate, and actionable information to our staff and the community.

Goal 3: Put People First

What we mean: We're nothing without a safe, healthy, and service ready workforce.

- 3.1 Strategically staff our organization at appropriate levels to provide reliable service, accommodate employee growth and development, and avoid burnout.
- 3.2 Reward and retain high quality staff, through competitive compensation, health care, wellness and other benefits.
- 3.3 Create a culture of trust and systems that emphasizes clear communication, shared understandings, and relationships that inspire collaboration, problem solving, and action.
- 3.4 Enable our employees to thrive in the community through development and execution of a comprehensive housing



program consistent with our compensation philosophy and supported by our financial model.

- 3.5 Encourage learning and readiness through training, skill-building, and opportunities for professional development.

Goal 4: Improve the Transit Experience

What we mean: Our service is so outrageously beneficial, you'll "think bus first."

- 4.1 Use key performance indicators and structured opportunities for customer feedback to continually improve our service.
- 4.2 Make measurable improvements to fleet availability, reliability and comfort that benefit passengers, operators, and the community.
- 4.3 Create and maintain consistent, well-maintained, and welcoming bus shelters and facilities that are immediately recognizable as part of Core Transit.
- 4.4 Increase operational and schedule coordination among the Valley's existing transit providers to promote economy, efficiency, and safety.
- 4.5 Deliver an exceptional and welcoming bilingual, bicultural customer service experience.

Goal 5: Serve the Community and Share in Success

What we mean: Core Transit intends to be an active community member, a trusted partner, and regional leader on transportation issues.



- 5.1. Enhance Air Service and Access at Eagle County Airport through our Partnership with the EGE Air Alliance.
- 5.2. Actively engage in local planning processes to encourage and identify opportunity areas for future transit service, including future “first-last mile” partnerships.
- 5.3. Support regional emergency response efforts and planning.
- 5.4. Play a leading role in regional, state, and federal level transportation conversations.
- 5.5. Partner with local jurisdictions and other community organizations to support shared goals of greater access to community resources and individual mobility.



To: The Core Transit Board

From: Dayana Herr, Marketing, Communications & Customer Service Manager.

Meeting Date: 04/09/2025

SUBJECT: Eagle County Fair & Rodeo In-Kind Sponsorship Request

RECOMMENDED ACTIONS: Approve in-kind sponsorship for the Eagle County Fair & Rodeo up to a maximum of \$12,000 in donated transit service over four days.

BACKGROUND:

The annual Eagle County Fair & Rodeo, organized by the Fairgrounds team at Eagle County Government, will take place July 23–26.

This long-standing event in Eagle, Colorado, features PRCA rodeo competitions, 4-H shows, live music, a carnival, and family-friendly fun that celebrates the area's western roots.

ECO Transit has traditionally provided up to two vehicles and drivers to assist with shuttling guests to and from the parking lots to the main rodeo arena, staff and equipment permitting. ECO is requesting Core Transit provide similar levels of support for guest circulation this year. Our operations team has confirmed that up to two vehicles may be possible based on projected staffing and equipment, with a final determination to be made closer to the event.

The estimated cost for donation purposes of these two vehicles (including fuel, driver, and overhead) is \$1,500/vehicle/per day. With four days of service requested, we value this in-kind donation at up to \$12,000.

Core Transit approved a donation policy that limits discretionary staff



approval \$2,500 of donated transit services. The value of this service exceeds this amount and thus may be brought to the board for discussion and approval at staff discretion. We believe this is worthy of board consideration given the importance of this event to our broader community and ECO's previous participation. In addition, this request includes sponsorship opportunities in exchange for our support that provide additional value. These include:

1. Live stream of each PRCA rodeo performance on The Cowboy Channel network
2. Minimum of 8 mixed media impressions throughout Fair & Rodeo marketing campaign
3. 2 Radio ad mentions as Event Sponsor
4. 2 social media mentions as Event Sponsor
5. 4 TV mentions as Event Sponsor
6. Sponsor flag to be displayed within the grandstand area
7. Rodeo Arena banners
8. Fairgrounds banners, outside rodeo grounds
9. 30-second ad played before/after rodeo on video board
10. Commercial announcement at each rodeo
11. Logo on Event electronic screen
12. Logo placement on the scoreboard Sponsors banner
13. Logo on Fair & Rodeo staff/volunteer t-shirts
14. Logo on Sponsor webpage
15. Logo in Vail Daily "Thank You" ad
16. Includes 62 total tickets for the PRCA performances on Wednesday through Saturday.

Sponsoring the Eagle County Fair & Rodeo presents a strong opportunity to showcase the value and visibility of public transit in our region. The majority of attendees will rely on Core Transit's shuttle service to access the main rodeo arena, making our presence highly visible and essential to the event experience. This provides us with a unique platform to demonstrate how transit supports community events and connects people with ease, comfort, and sustainability.

Last year, Core Transit was proud to be a sponsor during the debut of our new brand. In a memorable moment, one of our freshly branded



buses passed behind the arena just as Commissioner McQueeney was speaking about the launch of Core Transit, offering thousands of attendees a perfect view of our new bus design and logo in action. This type of visibility reinforces our role as a dependable and community-focused transit provider and strengthens brand recognition in a celebratory and meaningful setting.

Core Transit acknowledges ECO's long-standing participation in the event and sees value in continuing to partner with ECG moving forward. Staff is seeking approval for up to \$12,000 worth of donated service, to cover the maximum of two buses for four days, pending confirmation of available resources from the operations team.

FINANCIAL CONSIDERATIONS: Transit service would be provided as an in-kind donation for sponsorship opportunities consistent with Core Transit's mission and goals.

ATTACHMENTS:

None



To: Core Transit Board

From: Dave Snyder, Director of Transportation

Meeting Date: 04/09/2025

SUBJECT: CCW Bus Refurbishment Contract

RECOMMENDED ACTIONS: Approval of services agreement for refurbishment of one 40' diesel bus.

BACKGROUND:

As part of our ongoing fleet maintenance strategy, we have identified the need for a refurbishment of one of our transit buses to extend its service life and enhance passenger comfort and safety.

Core Transit has selected Complete Coach Works as the contractor to perform the necessary refurbishment services. This decision was based on their expertise in bus refurbishments and ability to meet our specific project requirements. Staff recommends that the Board approve the Services Agreement with Complete Coach Works for the bus refurbishment project.

FINANCIAL CONSIDERATIONS: Project total is \$442,720.27

ATTACHMENTS:

1. Services Agreement
2. Scope of Services
3. Compensation

SERVICES AGREEMENT

1. BETWEEN
2. Eagle Valley Transportation Authority
3. and
4. Complete Coach Works

THIS SERVICES AGREEMENT (“Agreement”) is made and entered into the most recent day and year set forth below by and between **Eagle Valley Transportation Authority**, a quasi-municipal corporation and political subdivision of the State of Colorado (“Owner”), whose mailing address is c/o ECO Transit, P.O. Box 1070, Gypsum, Colorado 81637, and **Complete Coach Works** (“Contractor”), whose mailing address is 1863 Service Court, Riverside, California 92507. The Owner and the Contractor are sometimes referred to herein individually as a “Party” and collectively as the “Parties.”

WITNESSETH:

In consideration of the mutual covenants and obligations herein expressed, it is agreed by and between the Parties as follows:

5. Scope of Services. The Contractor agrees to provide Type of Service¹ services, as further described in **Exhibit A**, attached hereto and incorporated herein by this reference (“Scope of Services”). All provisions of **Exhibit A**, including without limitation any terms and conditions included therein, shall be subject to the provisions of this Agreement. In the event of a conflict or inconsistency between a provision in the body of this Agreement and a provision in **Exhibit A** or any other exhibit or schedule attached hereto, the provision in the body of this Agreement shall control.

6. Time of Commencement and Completion of Services. The services to be performed pursuant to this Agreement shall be initiated no later than **Commencement Date** and completed no later than **Completion Date**.² Any modifications to such deadlines must be agreed upon in writing by the Parties prior to the applicable deadline.

7. Early Termination by Owner. Notwithstanding the time periods contained herein, the Owner may terminate this Agreement at any time without cause by providing written notice of termination to the Contractor. Such notice shall be delivered at least three (3) days prior to the termination date contained in said notice unless otherwise agreed in writing by the Parties. In the event of any such early termination by the Owner, the Contractor shall be paid for services rendered prior to the date of termination, subject only to the satisfactory performance of the Contractor’s obligations under this Agreement. Contractor understands and agrees that such payment shall be the Contractor’s sole right and remedy for such termination.

¹ **NOTE TO USER:** Insert general description of the services.

² **NOTE TO USER:** Revise as needed.

8. Suspension. Without terminating this Agreement or breaching its obligations hereunder, the Owner may, at its convenience, suspend the services of the Contractor by giving the Contractor written notice one (1) day in advance of the suspension date. Upon receipt of such notice, the Contractor shall cease its work in as efficient a manner as possible so as to keep its total charges to the Owner for services under this Agreement to the minimum, but in no circumstance later than three (3) business days after receipt of the notice of suspension. No work shall be performed during such suspension except with prior written authorization by the Owner Representative (as defined below). If a suspension is still in effect thirty (30) calendar days after the Contractor's receipt of the notice of suspension, the Contractor may terminate this Agreement by providing the Owner with written notice of termination. Upon the Owner's receipt of such notice of termination from Contractor, this Agreement will be deemed terminated.

9. Compensation. In consideration of the services to be performed pursuant to this Agreement, the Owner agrees to pay the Contractor the amounts set forth in **Exhibit A**.³ Total compensation shall not exceed **Amount spelled out Dollars (\$Numeric amount)**.⁴ The Owner shall provide no benefits to the Contractor other than the compensation stated above. The Contractor shall bill its charges to the Owner periodically, but no more frequently than once a month.

10. Qualifications on Obligations to Pay. No partial payment made by the Owner shall be considered final acceptance or approval of that part of the Scope of Services paid for or shall relieve the Contractor of any of its obligations under this Agreement. Notwithstanding any other terms of this Agreement, the Owner may withhold any payment (whether a progress payment or final payment) to the Contractor if any one or more of the following conditions exists:

() The Contractor is in default of any of its obligations under this Agreement, including without limitation the obligation to maintain insurance and provide Certificates of Insurance to the Owner in accordance with Section 13 (Insurance).

() Any part of such payment is attributable to services that are not performed in accordance with the terms of this Agreement and its associated exhibit(s). The Owner will pay for any portion of the services performed in conformance with this Agreement and its associated exhibit(s).

() The Contractor has failed to make payments promptly to any third-party used to perform any portion of the services hereunder, subject to Paragraph 9, for which the Owner has made payments to the Contractor.

11. Owner Representative. The Owner will designate, prior to commencement of work, its project representative (the "Owner Representative") who shall make, within the scope of his or her authority, all necessary and proper decisions with reference to the Scope

³ **NOTE TO USER:** If Exhibit A does not include pricing information, modify to state: the Owner agrees to pay the Contractor _____ Dollars (\$____.00) per _____

⁴ **NOTE TO USER:** Delete if not applicable.

of Services. All requests for contract interpretations, change orders, and other clarification or instruction shall be directed to the Owner Representative.

12. Independent Contractor. The Contractor agrees that the services to be performed by the Contractor are those of an independent contractor and not of an employee of the Owner. **The Contractor is obligated to pay federal and state income tax on any moneys earned pursuant to this Agreement. Neither the Contractor nor its employees, if any, are entitled to workers' compensation benefits from the Owner for the performance of the services described in this Agreement.**

13. Assignment. The Contractor shall neither assign any responsibilities nor delegate any duties arising under this Agreement to a third party without the prior written consent of the Owner, which may be granted or denied in Owner's sole discretion.

14. Standard of Care. The Contractor shall perform the services hereunder at or above the standard of care of those in its profession or industry providing similar services in the Owner's local area; provided, however, that in the event the standard of care is higher in the local area where the Contractor's office primarily responsible for providing the services is located, then the standard of care applicable to the local area where the Contractor's office is located shall be applicable to such services.

15. Accuracy of Work. The Contractor represents, covenants, and agrees that its work will be accurate and free from any material errors. The Contractor shall correct any errors or deficiencies in the Contractor's services of which it becomes aware promptly and without additional compensation unless such corrective action is directly attributable to errors or deficiencies in information furnished by the Owner. The Owner's approval of the Contractor's services shall not diminish or release the Contractor's duties or obligations hereunder, since the Owner is ultimately relying upon the Contractor's skill and knowledge to perform the Scope of Services. The obligations contained in this Section 11 shall survive for a period of two (2) years⁵ following termination or expiration of this Agreement.

16. Duty to Warn. The Contractor agrees to call to the Owner's attention errors in any drawings, plans, sketches, instructions, information, requirements, procedures, and other data supplied to the Contractor by the Owner or a third-party that it becomes aware of and believes may be unsuitable, improper, or inaccurate in a material way. However, the Contractor shall not independently verify the validity, completeness, or accuracy of such information unless otherwise expressly engaged to do so by the Owner. Nothing shall detract from this obligation unless the Contractor advises the Owner in writing that such data may be unsuitable, improper, or inaccurate and the Owner nevertheless confirms in writing that it wishes the Contractor to proceed according to such data as originally given.

⁵ **NOTE TO USER:** This is essentially a warranty. The warranty period can be negotiated or deleted altogether. If goods/equipment are being purchased as part of the Services, there is another warranty provision in Section 14. If using both Sections 11 and 14, the length of the warranty period should be the same in both sections.

17. Insurance.⁶

() During the term of this Agreement, the Contractor shall purchase and maintain, at its own cost and expense, the following:

() Workers' compensation insurance for its employees, if any, as required by Colorado law with limits of at least \$500,000 per injury or illness an employee suffers as a result of providing the services hereunder, with a \$500,000 aggregate per occurrence.

() Employer's liability insurance with limits of at least \$500,000 per employee/accident and \$1,000,000 aggregate.

() Commercial general liability insurance covering, without limitation, premises operations, products-completed operations, contractual liability insuring the obligations assumed by the Contractor under this Agreement, personal and advertising injury, and broad form property damage, with limits of at least \$2,000,000 per occurrence for bodily injury, death or damage to property; \$2,000,000 per occurrence for personal and advertising injury; \$2,000,000 products-completed operations; and \$2,000,000 general aggregate; and

() Automobile liability insurance covering all owned, hired and non-owned vehicles used in the performance of the Contractor's services under this Agreement with a limit of at least \$2,000,000 combined per accident for bodily injury and property damage; and

() The insurance required herein may be satisfied through any combination of primary and excess/umbrella liability policies.

() The insurance required herein shall be written by an insurance company or companies that (i) have an A.M. Best Company rating of "A-VII" or better, and (ii) are authorized to issue insurance in the State of Colorado.

() The Owner, the Owner Representative, and the Owner's directors, officers, employees, and [REDACTED]⁷ shall be endorsed as "Additional Insureds" under the (i) commercial general liability insurance policy for both ongoing and completed services for a period of two (2) years⁸; and (ii) automobile liability policy.

() The Contractor shall provide a waiver of subrogation endorsement, or its equivalent, under the (i) workers' compensation; (ii) commercial general liability; and

⁶ **NOTE TO USER:** Insurance requirements are negotiable and may vary project-to-project depending on the contract price and size of the vendor. Smaller contractors might not be able to obtain coverage that meets all of these requirements, in which case modifications can be made. Consider increasing the amounts in subsection (iii) if there is greater liability exposure given the nature of the Project.

⁷ **NOTE TO USER:** If applicable, add other entities as Additional Insureds.

⁸ **NOTE TO USER:** This period of time should be the same as the "warranty" period in Sections 11 and/or 14.

(iii) automobile liability insurance policies in favor of the Owner, its directors, officers, agents, and employees.

() All liability insurance policies required herein shall provide that the coverage is primary and non-contributory to other insurance available to the Owner and its directors, officers, agents, and employees. Any insurance maintained by the Owner and its directors, officers, agents, and employees shall be excess of and shall not contribute with the Contractor's insurance.

() Prior to commencement of performance, the Contractor shall provide certificates of insurance satisfactory to the Owner that clearly evidence all insurance coverages required herein, including but not limited to endorsements (individually and collectively, "Certificates of Insurance"). The Contractor agrees that, until the Owner is supplied with Certificates of Insurance, no payment under this Agreement will be made by the Owner. The Contractor will provide the Owner with updated Certificates of Insurance within ten (10) calendar days of the anniversary of the effective date of coverage should that date fall during the term of this Agreement. Failure of the Owner to require Certificates of Insurance or to identify a deficiency in coverage shall not relieve the Contractor of its responsibility to provide the specific insurance coverages set forth herein.

() Subject to Section 9 (Assignment), the Contractor shall require each subcontractor and/or third-party performing work for the Contractor related to the Scope of Services to purchase and maintain insurance of the types and with policy limits no less than those required of Contractor under this Section 13. All general liability policies carried by a subcontractor and/or third-party shall be endorsed to include the Additional Insureds identified above. Each subcontractor and/or third-party shall be required to provide Contractor, upon request, with certificates of insurance evidencing such coverage prior to commencement of work by a subcontractor and/or third party.

() The insurance policies afforded hereunder shall not be cancelled or allowed to expire unless at least thirty (30) days' prior written notice has been delivered to the Owner, except in the event of cancellation due to non-payment of a premium, in which case notice shall be given to the Owner no later than ten (10) days prior to cancellation of the policy. Upon receipt of any notice of cancellation or non-renewal, the Contractor shall, within five (5) days, procure other policies of insurance as necessary to comply with this Section 13 and provide Certificates of Insurance evidencing the same to the Owner. Notwithstanding the provisions contained in Section 18 (Remedies), if the Contractor fails to procure the required insurance or provide the Owner with Certificates of Insurance within the timeframe provided, the Owner may terminate or suspend this Agreement upon written notice to the Contractor.

18. Warranties and Guarantees.⁹ The Contractor hereby represents, warrants and guarantees to the Owner all workmanship, equipment and materials paid for by the Owner pursuant to this Agreement for a period of **two (2) years** following the date of purchase by the Contractor. Such warranty and guarantee shall be construed to include, but is not

⁹ **NOTE TO USER:** Delete if not purchasing goods/equipment.

limited to, representations that all workmanship, equipment and materials are of good quality, free from any defects or irregularities, and in strict conformity with any and all specifications provided to the Contractor by the Owner. If any defect in workmanship, equipment or materials arises, the Contractor shall remedy or otherwise correct such defect without cost to the Owner within such reasonable period of time as specified by the Owner in writing. If the Contractor fails to repair such defect within such period of time specified by the Owner, the Owner may repair such defect or contract for such repairs at the expense of Contractor. The obligations contained in this Section 14 shall survive the termination or expiration of this Agreement.

19. Compliance with Laws. The Contractor is obligated to familiarize itself and comply with all laws applicable to the performance of the Scope of Services, including without limitation all state and local licensing and registration requirements.

20. Acceptance Not Waiver. The Owner's approval or acceptance of, or payment for, any of the services shall not be construed to operate as a waiver of any rights or benefits provided to the Owner under this Agreement.

21. Default. Each and every term and condition hereof shall be deemed to be a material element of this Agreement. In the event either Party should fail or refuse to perform according to the terms of this Agreement, such Party may be declared in default.

22. Remedies. Except as provided in Section 13(i) (Insurance), in the event a Party declares a default by the other Party, such defaulting Party shall be allowed a period of ten (10) days within which to cure said default. In the event the default remains uncorrected, the Party declaring default may elect to (a) terminate the Agreement and seek damages; (b) treat the Agreement as continuing and require specific performance; or (c) avail itself of any other remedy at law or equity. If the non-defaulting Party commences legal or equitable actions against the defaulting Party, the defaulting Party shall be liable to the non-defaulting Party for the non-defaulting Party's reasonable attorney fees and costs incurred because of the default.

23. Indemnification; No Waiver of Liability or Immunity. The Contractor agrees to indemnify, defend, and hold harmless the Owner and its officers, directors, employees, agents, engineers/architects and attorneys from any and all damages and liabilities arising from the Contractor's performance of the Scope of Services. As part of this obligation, the Contractor shall compensate the Owner for the time, if any, spent by its legal counsel in connection with such claims or actions. The Contractor's obligations under this Section 19 shall be to the fullest extent permitted by law and shall survive termination or expiration of this Agreement. **Notwithstanding any other provision contained in this Agreement, including but not limited to Exhibit A, the Owner does not agree to defend, indemnify, or hold harmless the Contractor or waive or limit the Contractor's liability (either by type of liability or amount).** The Owner is relying on and does not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, defenses, and protections provided by the Colorado Governmental Immunity

Act, § 24-10-101, *et seq.*, C.R.S., as from time to time amended, or otherwise available to the Owner or its officers or employees.

24. Binding Effect. This writing constitutes the entire agreement between the Parties and shall be binding upon the Parties, their officers, employees, agents and assigns and shall inure to the benefit of the Parties' respective survivors, heirs, personal representatives, successors and permitted assigns.

25. Amendment. No amendment or modification of this Agreement shall be binding upon the Parties unless the same is in writing and approved by a duly authorized representative of each Party.

26. Law; Venue. The laws of the State of Colorado shall govern the construction, interpretation, execution, and enforcement of this Agreement. Venue for any dispute between the Parties arising out of or relating to this Agreement shall be in the State of Colorado District Court for Eagle County.

27. Severability. In the event any term or condition of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Agreement.

28. Annual Appropriation. The Owner's obligations hereunder are subject to the annual appropriation of funds necessary for the performance thereof, which appropriations shall be made in the sole discretion of the Owner's Board of Directors.

29. Ownership of Work Product. All documents such as reports, plans, drawings and contract specifications, information, and other materials prepared or furnished by the Contractor (or the Contractor's independent professional associates, permitted subcontractors, and consultants) and paid for pursuant to this Agreement are instruments of public information and property of the Owner. All internal documents which support the public information such as field data, field notes, laboratory test data, calculations, estimates, and other documents prepared by the Contractor as instruments of service shall be provided to the Owner. The Owner understands such documents are not intended or represented to be suitable for reuse by the Owner or others for purposes outside the specific scope and conditions of the Scope of Services. Any reuse without written verification or adaptation by the Contractor for the specific purpose intended will be at the Owner's sole risk and without liability or legal exposure to the Contractor, or to the Contractor's independent professional associates, permitted subcontractors, or consultants.

30. Taxes. The Owner is a governmental entity and is therefore exempt from state and local sales and use tax. The Owner will not pay for or reimburse any sales or use tax that may not directly be imposed against the Owner. The Contractor shall use the Owner's sales tax exemption for the purchase of any and all products and equipment on behalf of the Owner.

31. Time is of the Essence. All times stated in this Agreement are of the essence.

32. Notices. All notices which are required, or which may be given under this Agreement shall be effective when mailed via registered or certified mail, postage prepaid and sent to the address first set forth above.

33. Counterparts, Electronic Signatures and Electronic Records. This Agreement may be executed in multiple counterparts, each of which shall be an original, but all of which, together, shall constitute one and the same instrument. The Parties consent to the use of electronic signatures and agree that the transaction may be conducted electronically pursuant to the Uniform Electronic Transactions Act, § 24-71.3-101, *et seq.*, C.R.S.

34. No Third-Party Beneficiaries. The Parties to this Agreement do not intend to benefit any person not a party to this Agreement. No person or entity, other than the Parties to this Agreement, shall have any right, legal or equitable, to enforce any provision of this Agreement.

35. Section Headings.¹⁰ The section headings in this Agreement have been inserted for convenience of reference only and shall not affect the meaning or interpretation of any part of this Agreement.

36. Not Construed Against Drafter. Each Party acknowledges that it has had an adequate opportunity to review each and every provision contained in this Agreement, including the opportunity to consult with legal counsel. Based on the foregoing, no provision of this Agreement shall be construed against either Party by reason of such Party being deemed to have drafted such provision.

37. [Signature Pages Follow]

¹⁰ **NOTE TO USER:** If you delete an entire section in this document, keep the section number as-is and add “Intentionally Deleted” as the section heading. This will maintain the accuracy of cross-references to other sections throughout the document.

OWNER:

Eagle Valley Transportation Authority, a
quasi-municipal corporation and political
subdivision of the State of Colorado

By: _____
Name: _____
Title: _____
Date: _____

CONTRACTOR:

NAME OF CONTRACTOR¹¹

By: _____
Name: _____
Title: _____
Date: _____

¹¹ **NOTE TO USER:** Insert name of Contractor and type of entity. This should match the name of the Contractor in the Introductory paragraph of the Agreement.

EXHIBIT A

SCOPE OF SERVICES AND COMPENSATION

(Attach Contractor's proposal or other documentation if available and intended for incorporation into the Agreement)¹²

¹² **NOTE TO USER:** If possible, only include the description of the services and pricing in Exhibit A. Avoid including any "Terms and Conditions" that might be in the Proposal.

REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

Refurb 2008 Gillig 40' BRT Bus #878

1.0 BODY, PAINT AND UNDERCARRIAGE STRUCTURE

1.01 EXTERIOR BODY

The body of the bus will be inspected for any damage. Damaged or missing panels / parts will be documented and quoted to customer as extra work. Repairs will be performed using materials, workmanship, and design conforming to the best practices known in the transit industry. Remove both cowlings from the roof and repair holes (needs to be completed prior to paint).

1.02 EXTERIOR SKIRT PANELS AND COMPARTMENT DOORS

All exterior body doors and skirt panels will be removed to expose all bus structure to determine if there are any additional needed repairs. Any damage found will be documented and quoted to customer as extra work.

1.03 EXTERIOR COMPARTMENT CLOSURE DOORS

All exterior compartment doors such as the engine compartment rear door, radiator/CAC access door, filter access door, HVAC access door, electrical access doors, and battery access door to have the following components replaced as needed and quoted to customer as extra work:

- Latches replaced as base SOW
- Door rubber bumpers replaced as base SOW
- Door hinges
- Prop rods
- Gas prop struts

1.04 EXTERIOR WHEEL WELL FLARES

Replace all rubber wheel well flares and hardware with new.

1.05 FRONT AND REAR BUMPERS

Front and rear bumpers will be removed from the vehicle and inspected for damage and will be quoted as Extra Work. Front and rear bumpers will be painted with bumper black paint and reinstalled with new hardware.

1.06 EXTERIOR MIRRORS

The curbside and street side exterior mirrors will be inspected for damage and function. Repairs needed will be quoted as Extra Work. Once mirror repairs are completed and the mirrors are made functional, the mirror housings will be painted black.

1.07 PAINT AND DECALS

The complete bus will be sanded prepped, primed and painted with single color white paint (Axalta (737059-EX) to commercial specifications. Bumpers will be painted with black paint, mirrors and mirror mounting brackets will be painted black, curbside and street side wiper arms will be painted black. (Accents N0001).

REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

1.08 UNDERCARRIAGE

All exterior body doors and skirt panels will be removed to expose all bus structure. The bus will be elevated and the entire bus undercarriage will be carefully inspected. Any broken welds found will be documented and quoted as extra work. Spot weld repairs will be made by bolting through with grade 8 bolts, per OEM specifications. Frame rails will be inspected for cracks and rust.

Potential Frame delamination at rear axle, inspect and if repair needed will be quoted as extra work

Cracks will be documented and quoted as extra work. Repairs will be made by notching the crack and welding on a plate.

Structural components where greater than 25 percent (25%) of the original material thickness is removed by corrosion reduces the structural integrity. When this is determined, reinforcement or replacement will be documented and quoted as extra work.

All visible surface rust will be removed, and the metal treated with a rust inhibitor to prevent further spreading of rust.

Once the structural repairs are completed, new undercoating will be applied to the entire understructure of the vehicle and the front and rear mud flaps will be replaced as required. Mud flaps requiring replacement will be quoted as unforeseen work

2.0 ENTRANCE AND EXIT DOORS

2.01 ENTRANCE AND EXIT DOOR GLAZINGS

Entrance and exit door glazings and seals will be removed from the doors. Glazing that has damage will be quoted as Extra Work. Glazing seals will be replaced with new components.

2.02 ENTRANCE AND EXIT DOOR PANELS

Door panels will be inspected, and any defects documented and quoted as extra work. Repairs and/or replacements will be made using the best industry practices and methods.

2.03 ENTRANCE AND EXIT DOOR SHAFTS

Door shafts will be inspected for damage. If it is determined that the door shafts require replacement, it will be documented and quoted as extra work. All door shaft bushing, bearings and hardware will be replaced with new.

2.04 ENTRANCE AND EXIT DOOR SEALS AND BRUSHES

Entry and exit door panel seal extrusions, seals, brushes, as well as body to door panel seals will be replaced with new to include new exit door sensitive edge seals, tubes switches and hardware.

2.05 ENTRANCE AND EXIT DOOR MOTORS

Entry and exit door motors will be removed from the entry and exit door compartments and rebuilt to include rebuilt door motors and the replacement of defective door motor linkages, relays, switches and valves as required.

REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

2.06 ENTRANCE AND EXIT DOOR OPERATOR CONTROL VALVE

Entry and exit door operator control valve located on the driver's area side dash is function tested. Replacement, if needed, will be documented and quoted as extra work. A New control handle will be installed.

2.07 ENTRANCE AND EXIT DOOR ADJUSTMENTS AND OPERATION

Entry and exit door operation will be adjusted to manufacturer's and transit property's specifications.

3.0 ROOF ESCAPE HATCHES AND VENTILATORS

Front and rear roof escape hatches/ventilator will be replaced with New roof escape hatches.

4.0 PASSENGER WINDOWS, DRIVER'S WINDOW, WINDSHIELDS, FRONT DESTINATION GLAZING

4.01 PASSENGER WINDOWS

Passenger windows will be removed from the bus. Frames will be painted to include all new hardware and components. All emergency window release handles will be inspected and replaced as required. Passenger windows will be replaced if graffiti is present and reinstalled with new mounting hardware and passenger window to body seals. Emergency windows will be function tested and all required missing window placards will be replaced as required.

Windows do have anti-graffiti. Graffiti Guard will be replaced on all passenger windows.

4.02 DRIVER'S WINDOW

The driver's window will be removed from the bus. The driver's window frame seals and frame track felt will be replaced. Frames will be painted to include all new hardware and components. Driver's window will be reinstalled with new mounting hardware and driver's window to body seals.

Replace driver's window with Ricon Energy Saver glass.

4.03 WINDSHIELDS AND FRONT DESTINATION SIGN GLAZING

The curbside and street side windshields will be removed and reinstalled with new windshield seals and lock seal. If it is found that either the curbside or street side windshield requires replacement, then the replacement windshields will be documented and quoted as extra-work.

The front destination sign glazing will be removed and reinstalled with new glazing seals and lock seal. If it is found that front destination glazing requires replacement, then the replacement destination sign glazing will be documented and quoted as extra-work.

5.0 DRIVER'S SEAT, PASSENGER SEATS AND STANCHIONS

5.01 DRIVER'S SEAT

The driver's seat will be replaced with a new seat (USSC G23-03031401220501-010201)

5.02 PASSENGER SEATS

The passenger seats will be removed from the bus and disassembled. Passenger seat frames and passenger seat shells will be repaired as required, then repainted after safety inspection. Passenger

REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

seat inserts will be recovered with fabric part # EDDY PES BLUE 70401 (Sample photos attached). Once the seat frames and shells are repaired and painted, the passenger seats will be reinstalled in the bus with new hardware.

5.03 STANCHIONS

The stanchions will be inspected for damage. If it is found that stanchion components require replacement, then the damaged stanchion components will be documented and quoted as extra work. Otherwise, stanchions will be removed, cleaned and polished and reinstalled once the passenger seats are reinstalled.

The customer to provide passenger seat frames and passenger seat shell color scheme.

6.0 INTERIOR FLOORS, TRIM, AND PANELS

6.01 INTERIOR FLOOR COVERING AND SUB-FLOORING

Rubber flooring and flooring trim from all areas of the bus floor will be removed. The subfloor plywood will be inspected and damaged sections that require replacement will be documented and quoted for replacement as extra-work. All floor support structure will be inspected and repaired as required. Areas of the bus subfloor which are not adequately supported will have floor support structure added.

New flooring will be installed on all walkways, ADA areas, entrance and exit door areas and rear step treads. A 2" standee line will be installed to comply with ADA requirements and rear steps will have new step yellow step tread nosing. All required floor trim will either be reused and/or replaced using new mounting hardware.

Flooring replacement is like for like

6.02 INTERIOR SIDE PANELS, LIGHT PANELS AND CEILING PANELS

The interior side panels, light panels, and ceiling panels will be inspected for damage. Damaged interior panels that cannot be repaired and require replacement will be documented and quoted as extra work.

All graffiti will be removed. Ceiling panels will be cleaned and painted. Interior light panels and side panels will be prepped for paint and painted to match the existing colors of the panels.

Remove fare sticker from front destination sign (OVER THE DRIVERS HEAD) before painting.

Interior panel trim will be inspected and repaired or replaced as required.

6.03 DRIVER'S AREA, DASH, ENTRANCE AND EXIT DOOR AREAS

The driver's area dash panels will be inspected for missing dash panels and non-repairable dash panels. Missing or damaged dash panels that cannot be repaired and require replacement will be documented and quoted as extra work.

The front and side dash, driver's area, entry and exit door areas as well as radio box will be repaired as required, prepped, primed and painted black.

REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

6.03.01 DRIVER'S DASH SWITCHES, GAUGES AND MISC. COMPONENTS

All dash lights, switches, gauges, dash wiring, and misc. components as well as the driver's hi/low beam and turn signal foot switches will be function tested. Missing or defective components will be documented and quoted as extra work. Speedometer will be replaced with new.

6.04 SETTEE PANELS, PLC PANELS AND DOOR AND HVAC VENT

The rear settee panel, rear PLC panels and door, and the rear interior HVAC vent will be inspected for missing or damaged components. Missing or non-repairable components will be documented and quoted as extra work. Bus only has Heating. Customer has requested installation of full bus HVAC system.

Once all repairs and replacements to the rear settee, rear PLC door and panels, and HVAC vent are made, the panels will be prepped, primed and painted to match the existing colors.

If carpeted, replace carpet like for like

6.05 INTERIOR MODESTY PANELS

Interior modesty panels will be inspected for missing components and non-repairable damage. Missing or non-repairable components will be documented and quoted as extra-work.

Once the modesty panels are replaced and/or repaired, the modesty panels will be prepped, primed and painted. Modesty panels will then be reinstalled with new hardware.

6.06 STOP REQUEST

The stop request chime cords, switches will be replaced with new, to include replacement as required of any eyes and/or brackets. ADA stop request palm switches will be replaced with new as required. The stop request system will be function tested and if it is determined that repairs and/or replacement are required to make stop request system functional, the repairs or replacements will be documented and quoted as extra-work for approval.

6.07 PUBLIC ADDRESS SYSTEM

The public address system to include amplifier, interior speakers, exterior speaker microphone, speaker selector switch and volume level control switch will be inspected and function tested. If it is determined that repairs and/or replacement are required to make public address system functional, the repairs or replacements will be documented and quoted as extra work.

6.08 INTERIOR LIGHTS

All interior passenger light florescent tubes will be replaced with new LED lighting. All light sockets, wiring, and ballasts will be inspected, tested and replaced as required. All interior passenger light lenses will be replaced with new anti-graffiti lenses with new mounting hardware.

Entry and exit door lights will be replaced with new LED lights. Driver's area and fare box light will be replaced with new LED lights. Rear step lights will be replaced with new LED lights.

REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

6.09 INTERIOR MISCELLANEOUS COMPONENTS

Damaged interior mirrors will be replaced as required. New driver's side and front sunshades will be replaced. Fire extinguishers will be replaced. A storage box and trash can holder will be mounted on the C/S front wheel housing. Sunshades will be replaced like for like.

7.0 WHEELCHAIR RAMP AND ADA RESTRAINT SYSTEM

7.01 WHEELCHAIR RAMP SYSTEM

The wheelchair ramp system will be rebuilt and tested to assure the ramp is working as designed.

7.02 ADA RESTRAINT SYSTEM

The wheelchair restraints, lap belt, and shoulder belts will be inspected for wear and damage, if it is found that ADA restraints require replacement the restraints will be quoted as extra-work. All ADA required decals and placards will be repaired or replaced.

8.0 EXTERIOR LIGHTS

8.01 EXTERIOR LED LIGHTS

Replace all exterior lights with new LED lights to include:

- Front, side and rear marker lights
- Side turn signal lights
- Wheelchair ramp lights
- Entry and exit door lights
- Front turn signal lights
- Rear turn signal lights
- Rear brake lights
- Rear back-up lights
- Rear license plate light

8.02 HEADLIGHTS

The front headlight sealed high and low beams will be replaced with new high and low beam headlights. All headlight bezels will be replaced as required and new headlight adjustment and mounting hardware will be installed. If not LED, Upgrade to LED Low beam

8.03 ENGINE COMPARTMENT LIGHTS

All engine compartment lights will be replaced with high temperature LED lights.

9.0 DESTINATION SIGN SYSTEM

The front and side destination sign system will be replaced with a new Luminator sign system with white LED. Remove rear destination sign and repair holes.

REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

10.0 ELECTRICAL SYSTEM

10.01 ELECTRICAL PLC/CONTROL PANELS

All electrical control and PLC panels will be inspected for missing components and damaged wiring harnesses/connectors. Missing or damaged components will be documented and quoted as extra-work

Once all replacements and/or repairs have been made, the electrical system will be functionally tested and any inoperative relays, circuit breakers, wires or switches that require replacement will be documented and quoted as extra-work.

10.02 ENGINE COMPARTMENT ELECTRICAL SYSTEM

The engine compartment electrical panel will be inspected for missing or damaged components. Missing or damaged components will be documented and quoted as extra-work.

All engine compartment wire harnesses will be inspected and repaired to OEM specifications. High temp wire loom will be installed. All engine compartment wire harnesses will be securely routed to prevent chaffing and heat damage.

All starter and alternator positive and negative cables will be replaced with new. New cables will be securely routed to prevent chaffing and heat damage.

Engine door taillight wire harnesses will be inspected and repaired as required. The rear run box will be inspected and rebuilt with new gauges and switches.

10.03 BATTERIES

Batteries will be replaced with new (Customer currently using DEKA 2 X 8D). Battery disconnect switches will be replaced with a new one. Battery hold down and battery tray will be replaced, and new tray rollers will be installed. Battery cables will be replaced from terminal to switch and from switch to fuse box.

11.00 ENGINE COMPARTMENT

11.01 ENGINE COMPARTMENT INSULATION AND PAINT

The engine, transmission, radiator/CAC, surge tank, all intake and cooling system piping and hoses, exhaust piping, HVAC compressor and rear run box will be removed from the engine compartment. All exposed structures will be inspected, repaired, and treated for rust. The complete engine compartment will be prepped and painted.

11.02 ENGINE COMPARTMENT AND HVAC COMPARTMENT HOSES AND LINES All hoses and lines in the engine compartment and HVAC will be replaced with new. Hard copper lines will be cleaned and inspected. Any bad sections will be repaired or replaced as needed. All piping insulation will be replaced with new.

12.00 FRONT SUSPENSION

12.01 WHEEL SPINDLES AND KINGPIN HOUSING ASSEMBLY

Kingpins and bearings will be replaced. Kingpin housing bushings will be replaced. New wheel bearing seals will be installed. Wheel bearings will be replaced.

REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

12.02 FRONT AXLE

Front axle will be inspected for cracks or other damage. If cracked or damaged, repairs will be quoted as extra work.

12.03 AIR BAGS AND SHOCK ABSORBERS

Air bags will be replaced with new to include new mounting hardware.

Shock absorbers will be replaced to include new shock rubber bushing and mounting hardware.

Air bag and shock mount towers will be inspected for damage. If it is found that the components are damaged, the damaged components will be quoted as extra work.

12.04 TORQUE RODS

All torque rods will be replaced

12.05 SUSPENSION AIR SYSTEM

Air tanks will be drained, flushed, pressure tested, treated to prevent rust and painted.

All control valves for the air suspension system will be replaced.

13.00 POWER STEERING SYSTEM

13.01 POWER STEERING PUMP AND RESERVOIR

Power steering pump will be rebuilt (unable to source new power steering pumps)

Power steering reservoir filter element will be replaced. Power steering reservoir gaskets will be replaced.

Power steering lines in engine compartment will be replaced.

Use hydraulic oil that is listed on the hydraulic reservoir tag

13.02 POWER STEERING GEARBOX

Power steering gearbox will be rebuilt to OEM rebuild specifications to include new mounting hardware.

Steering miter box will be inspected and repaired or replaced as required.

Miter box to steering box steering shaft will be inspected and steering shaft u-joints will be replaced. Damaged steering shaft will be documented and quoted as extra work.

13.03 STEERING LINKAGE

All tie rod ends will be inspected for damage. All damaged steering tie rod ends will be quoted as extra work and replaced with new seals. Tie rods will be inspected and if damaged, replacement will be documented and quoted as extra work. Mounting bushings will be inspected and if damaged, documented and quoted as extra work.

The left and right drag link socket ends and clamps will be replaced.

Front end will be aligned to OEM specifications.

REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

13.04 STEERING WHEEL AND COLUMN

Steering column bearings and bushings will be replaced.

The steering column seal (at floor) will be replaced.

The horn button contact ring and plunger will be replaced.

Steering column U-joints will be replaced.

14.00 REAR AXLE AND SUSPENSION

14.01 REAR AXLE

Entire rear axle will be disassembled and inspected.

Housing will be treated to prevent rust.

Differential will be torn down and inspected for damage. Worn or defective parts will be documented and quoted for replacement as extra work. Hubs will be disassembled and inspected for defects. Hubs with cracks and damage will be replaced with new. All wheel bearings, races, seals, and gaskets will be replaced with new components.

Drive shaft U-joints will be replaced.

14.02 REAR TORQUE RODS

All torque rods will be replaced. (prior SOW listed "All radius rods will be replaced")

14.03 REAR AIR SUSPENSION AND SHOCK ABSORBERS

All active members of the air suspension system will be replaced, to include:

- Air springs
- Shock absorbers and shock absorber bushings
- Height control valves

15.00 AIR SYSTEM

15.01 AIR TANKS

All air system air tanks will be drained inspected for damage. Damaged air tanks that require replacement will be documented and quoted for replacement as extra-work. Air tanks will be cleaned, pressure tested and repainted to prevent rust.

15.02 AIR SYSTEM VALVES

The following air system components will be replaced:

D2 governor valve

Suspension kneeling valves

Front leveling valve assemblies with brackets and linkage

Rear leveling valves assemblies with brackets and linkage

REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

Spring brake valve (SR-1)
Parking brake control valve
Pressure switches
Double check valves
Single check valves
Brake interlock solenoid valves 24V
Brake treadle E-8P valve assembly
Pressure 4 PSI switches
Front and rear ABS PMV valves
Quick release valves
Relay R-12DC 5.5 PSI valves
Parking brake R-14 relay valves
ATC valves
Door emergency brake pressure switches
Door solenoid valves 3-way 24V DC
Door muffler, air
Door air supply valves
Emergency door open valves
Repair and/or replace all damaged air hoses and fittings

15.03 AIR DRYER

The air dryer will be rebuilt with new rebuild kit and filter to include new mounting hardware. All damaged fittings and air hoses will be replaced as required. The ping tank will be drained, inspected and replaced as required. Ping tank will be treated for rust, painted and new 1/4 turn drain valve will be installed.

15.04 AIR COMPRESSOR

The air compressor will be included with the ReCon Cummins ISM 330 HP diesel engine. The governor will be replaced and all air supply hose clamps and fittings will be replaced with new as well as hoses and fittings to the governor and ping tank.

16.00 FRONT AND REAR BRAKES

16.01 AIR BRAKES

The front and rear brakes will be rebuilt as follows:

Replace "S" cams and "S" cam bushings with new

REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

Replace brake cam rollers and seals

Replace slack adjusters with new

Replace air chambers with new

Replace brake linings with new

Replace brake drums with new

Replace all flexible brake airlines and fittings with new

Replace all brake hardware and springs

16.02 SERVICE BRAKE TREADLE AND VALVES

Brake treadle dual valve will be replaced, brake interlock valve cluster will be rebuilt, and relay valve will be replaced.

16.03 WHEELS AND TIRES

Wheels will be inspected. If replacement is necessary, the damage will be documented and quoted for replacement as extra work. If needed, re-powder coat wheels (White). If any bus has wheels that require re-powder coating, all wheels on the bus will be re-power coated.

Lug nuts and studs will be replaced. Defective tires will be replaced by customer

17.00 HEATING AND AIR CONDITIONING

Defroster will be in working order with clean or new filter

Hoses and insulation to defroster to be replaced as required.

Control valves and relays will be replaced as required.

Insulation on AC tubing will be replaced with new insulation.

HVAC compressor drive belts and idler/tensioner pulley will be replaced with new.

Buses Currently do not have an HVAC System installed in the bus.

The existing heater system will be removed.

A New Thermo-King T-14 system with belt driven compressor will be installed.

At a minimum the New System will have.

1. Compressor will be screw type belt drive
2. All fan motors will be brushless type.
3. The A/C system will be installed to function with existing heating and defroster system.
4. Refrigerant to be R134a

18.00 RADIATOR/CAC SYSTEM AND SURGE TANK

18.01 RADIATOR/CAC

REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

The radiator and charge air cooling system will be rebuilt.

18.02 RADIATOR/CAC SURGE TANK

The surge tank pressure relief valve and sight glass will be replaced. All surge tank cooling system hoses and clamps will be replaced with new. Clamps will be of the constant torque type and hoses will be silicone. Cooling system will be filled with a Cummins approved permanent ethylene glycol anti-freeze with protection to -40 degrees Fahrenheit.

18.03 AIR INTAKE PIPING, HOSES, AND FILTER

The air filter housing will be cleaned and all seals replaced with new. The air filter will be replaced with new as well as the filter minder. All air intake hoses, and constant torque clamps will be replaced with new.

19.00 EXHAUST SYSTEM

The entire exhaust system will be inspected and repaired, to include:

- Piping and tailpipe
- Exhaust clamps, mounts and mounting hardware
- Exhaust blankets and all needed exhaust heat shields/insulation. to include DPF

20.00 ENGINE

20.01 CUMMINS ISM DIESEL ENGINE

The engine and related components will be replaced with a Cummins ISM ReCon engine. The Cummins engine shall be rated @ 330 HP and will include the following:

Air compressor with new D2 air governor

Oil filters

Engine oil (15W-40)

New starter to include associated electrical cables, brackets and mounting hardware

New fuel filters to include all associated hoses, and new mounting hardware

Rebuilt alternator to include all associated electrical cables, mounting brackets, new regulator, and new mounting hardware

New front and side motor mounts to include new brackets and mounting hardware.

20.02 THROTTLE CONTROL SYSTEM

The accelerator treadle will be replaced with new to accommodate the Cummins ISM engine

REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

20.03 HOSES AND LINES

All hoses and lines in the engine compartment will be replaced with new. Hard copper lines will be cleaned and inspected. Any bad sections will be repaired or replaced as needed.

21.00 TRANSMISSION

The transmission and related components will be replaced with an Allison B-500R transmission rebuilt to Allison rebuild specifications. The integration of the Allison B-500R transmission to include the following:

- Modification and/or replacement of transmission cooling piping,
- New transmission hoses, new soft hoses, new constant torque clamps
- New transmission oil - Transynd

Transmission cooler will be flushed, and psi tested. Defective transmission coolers will be documented and quoted as extra work.

22.00 Misc Items

Inspect fire wire. If damaged, repairs to be quoted as Extra Work

Clever CAD AVL, on board Wifi - leave systems in place as is.

Buses need to be towed for pick up.

Upgraded Apollo Camera system to be installed See attached list of components for the system

Refer to the following Vehicle Installation Guide for Cradle point IBR900 & IBR1700 Mobile Router:
<https://customer.cradlepoint.com/s/article/Vehicle-Installation-Guide-for-COR-Series-Mobile-Routers>

Engine to be equipped with the following as extra work:

- 3035787 – Elbow O-rings replace (x2)
- 5394102 – Oil pan gasket

Also, the following to be replaced as needed.

- 4082897 – Oil pan pickup elbow

REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

PASSENGER SEAT FABRIC



REFURBISHED TRANSIT BUS GENERIC SPECIFICATION

Line	Qty	Model	Description
Mobile Video Equipment			APOLLO CAMERA SYSTEM COMPONENTS
Recorder			
1	2	RR-HDRN4K08	RoadRunner 4K Resolution 8 Camera Mobile Recorder, NDAA, RsM™ Software, Accelerometer, Heater (Removable Storage Drive Required, Sold Separately)
2	2	RR-HDD4	RoadRunner HD Removable Hard Disk Drive, 4TB
3	2	099-0072-003	Cable, Assembly, Gillig Harness, RRHD, 1'
4	2	007-0016-001	Switch, Momentary, Red/Green LED, Stainless, IP67
5	2	009-0258-025	Cable, Patch, Cat6, Molded, Yellow, 25'
Cameras			
6	2	RR-HDCF1115	RoadRunner HD Camera, Forward Facing w/ Mount, 2.8 mm, FoV: 112° (H), 61° (V)
7	4	RR-HDCDIRA100	RoadRunner HD Camera, Vandal Resistant, Dome w/ IR Illumination & Audio Recording, 3.3 mm, FoV: 101° (H), 55° (V)
8	4	RR-HDCDIRA115	RoadRunner HD Camera, Vandal Resistant, Dome w/ IR Illumination & Audio Recording, 2.8 mm, FoV: 112° (H), 61° (V)
9	4	RR-HDCW1IR100	RoadRunner HD Camera, Vandal Resistant, Wedge w/ IR Illumination, 3.3 mm, FoV: 101° (H), 55° (V), Heater
Camera Cables			
10	2	RR-HDCD135	RoadRunner HD Camera, Tapered Dome, Ext, HD, 137x75 FoV
11	4	RR-HDICCA15	RoadRunner HD Interface Camera Cables, Video, Power and Audio, 15'
12	4	RR-HDICCA20	RoadRunner HD Interface Camera Cables, Video, Power and Audio, 20'
13	2	RR-HDICCA25	RoadRunner HD Interface Camera Cables, Video, Power and Audio, 25'
14	4	RR-HDICCA30	RoadRunner HD Interface Camera Cables, Video, Power and Audio, 30'
15	2	RR-HDICCA60	RoadRunner HD Interface Camera Cables, Video, Power and Audio, 60'
WC340 Cellular Router, Pre-wire			
16	2	036-0067-015	Antenna, Wifi/Wifi/Cell/Cell/GPS, 15'
17	2	500-5054-002	Cable, Adapter, RR-HDR Power Cable to RR-HDR Power Input with Bus Power Adapters
18	2	500-6061-003	ROUTER POWER CABLE, 4 PIN MOLEX, 3'
19	2	009-0258-005	Cable, Patch, Cat6, 5'

DVR ON THIS LIST (RR-HDRN4K08) IS OBSOLETE.

BASE BUS	TOTAL
1. EXTERIOR BODY	\$37,441.59
2. ENTRANCE AND EXIT DOORS	\$16,160.01
3. ROOF ESCAPE HATCHES AND VENTILATORS	\$1,784.80
4. PASSENGER WINDOWS, DRIVER'S WINDOW, WINDSHIELDS	\$15,001.61
5. DRIVER'S SEAT, PASSENGER SEATS AND STANCHIONS	\$24,057.50
6. INTERIOR FLOORS, TRIM, AND PANELS	\$49,606.37
7. WHEELCHAIR RAMP AND ADA RESTRAINT SYSTEM	\$6,930.00
8. EXTERIOR LIGHTS	\$6,228.98
9. DESTINATION SIGN SYSTEM	\$6,570.00
10. ELECTRICAL SYSTEM	\$10,877.50
11. ENGINE COMPARTMENT	\$7,237.50
12. FRONT SUSPENSION	\$8,325.33
13. POWER STEERING SYSTEM	\$4,419.35
14. REAR AXLE AND SUSPENSION	\$9,969.76
15. AIR SYSTEM	\$8,495.00
16. FRONT AND REAR BRAKES	\$10,795.00
17. HEATING AND AIR CONDITIONING	\$51,544.38
18. RADIATOR/CAC SYSTEM AND SURGE TANK	\$15,630.81
19. EXHAUST SYSTEM	\$2,442.50
20. ENGINE	\$85,180.00
21. TRANSMISSION	\$22,489.00
DISCOUNT	-\$2,186.99

BASE BUS TOTAL	\$399,000.00
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OPTIONS / EXTRA WORK	TOTAL
RICON ENERGY SAVER GLASS DRIVER'S WINDOW	\$ 3,677.70
UPGRADED APOLLO CAMERA SYSTEM	\$ 19,788.80
REMOVE COWLINGS FROM ROOF AND REPAIR HOLES	\$ 2,000.00
UNFORESEEN WORK (PER ATTACHED BREAKDOWN)	\$ 18,253.77

OPTIONS / EXTRA WORK TOTAL	\$43,720.27
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PROJECT TOTAL	\$442,720.27
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UNFORESEEABLE WORK AUTHORIZATION FORM

CUST: Core Transit	CCW #: EC3001	BUS #: 878	DATE: 1/21/2025
VIN #: 15GGD211781078859	CONTRACT #: 03AA42	MODEL: 2008 40' Gillig LF Di	EX #: 1

ITEM #	LOCATION OF DAMAGE	DESCRIPTION	QTY	UOM	PART #	COST EA	EXT COST	LABOR HRS
01.00 - Exterior Body								
01	Front Mask @ Windshield Top	Front Mask Horizontal between Destination Glass and Windshield Broken and Separated from Bus / Resecure and Repair Fiberglass Mask			-X-	0.00	0.00	6.00
02	Front Mask S/S Wiper	Front Mask Broken and Separated from Dash Between Wiper Panel and Windshield / Resecure and Repair Fiberglass Mask			-X-	0.00	0.00	3.00
03	Front Mask C/S Corner @ Windshield	Fiberglass Broken and Cracked at Lower Corner / Repair Broken Corner and Cracks on Post			-X-	0.00	0.00	5.00
04	Front Mask S/S Corner	Front Mask Cracked at Lower Corner of Windshield Pillar / Repair Cracks			-X-	0.00	0.00	2.00
04.01	Misc Materials for Lines 1-4	Misc Materials for Fiberglass Repairs	1.00	235.43	Misc Materials	0.00	0.00	
05	C/S Front Wheel Panel	Wheel Panel Bent and Stretched at Forward Lower Corner / Replace Wheel Panel			-X-	0.00	0.00	2.00
05.01	Part for Line 05	Panel, Skirt Fixed C/S	1.00	EACH	20-45483M013	618.13	618.13	
06	C/S Rear Wheel Panel	Wheel Panel Dented / Repair			-X-	0.00	0.00	1.50
07	S/S Battery Compartment Door	Door Bent/Bowed Inward / Remove Bend From Door			-X-	0.00	0.00	1.00
02.03B - Exit Door Shafts								
01	Exit Door Lower Pivots	Both, Fore and Aft Exit Door Leaf Lower Pivots Corroded Unable to Remove Mounting hardware or Pivot Bushing / Replace Both Pivots Forward and Aft Exit Door Leaf Lower Pivot Blocks Corroded, Unable to Remove Screws for Cover / Replace Pivot Blocks			-X-	0.00	0.00	1.00
01.01	Part for Line 01	Guide Assembly, Lower Pivot Fore	1.00	EACH	82-52235-003	228.01	228.01	
01.02	Part for Line 01	Guide Assembly, Lower Pivot Aft	1.00	EACH	82-52234-003	228.01	228.01	
06.01 - Interior Flooring and Sub-Flooring								
01	Subfloor On Upper Deck	Rear Panel of Upper Deck Subfloor Has Some Rot and is Spongy Seat Track Corroded Beyond Use / Remove Wood Panel and Replace Wood and Seat Track with New			-X-	0.00	0.00	16.00
01.01	Part for Line 01	Plywood, 4' x 8' x 3/4" (18 mm), Marine Grade, Russian Birch, BB/CP	1.00	EACH		186.00	186.00	
01.02	Part for Line 01	Screw-Floor, Torx, 1/4-20 X 1 3/4"	16.00	EACH	2010735	1.77	28.34	
01.03	Part for Line 01	Extrusion Seat Mounting w/T-Bolt Cutout	2.00	EACH	15-56978-001	242.11	484.23	
06.02 - Interior Side, Light & Ceiling Panels								
01	Interior Ceiling Panels	Interior Ceiling Panels Had Water Damage / Remove Existing Ceiling Panels and Install New Ceiling Panels			-X-	0.00	0.00	24.00
01.01	Part for line 01	Laminate, 60" X 120"-1.100 Thk, Single Phenolic, Antique White	4.00	EACH	1572-60-114	365.27	1,461.09	
02	Passenger Window Dog Bones	Interior Panels Between S/S #1 & #2 and C/S #3 & #4 Windows Cracked at Bottoms / Remove Panels and Replace with New			-X-	0.00	0.00	3.00



UNFORESEEABLE WORK AUTHORIZATION FORM

CUST: Core Transit	CCW #: EC3001	BUS #: 878	DATE: 1/21/2025
VIN #: 15GGD211781078859	CONTRACT #: 03AA42	MODEL: 2008 40' Gillig LF Di	EX #: 1

ITEM #	LOCATION OF DAMAGE	DESCRIPTION	QTY	UOM	PART #	COST EA	EXT COST	LABOR HRS
02.01	Part for Line 01	Panel, Interior Intermediate	2.00	EACH	15-41896-000	182.00	364.00	

08.01 - Exterior Lighting

01	C/S & R/S Taillights	Taillight Bezel Assembly Damaged and Metal Mounting Plates Severely Rusty, Separated and have Extra Screws and Hardware Added / Repair Bezel and Replace Mounting Plate			-X-	0.00	0.00	2.00
01.01	Part for Line 01	Plate Assy, Mounting S/S	1.00	EACH	20-55904-000L	114.91	114.91	
01.02	Part for Line 01	Plate Assy, Mounting C/S	1.00	EACH	20-55904-000R	114.91	114.91	
01.03	Part for Line 01	Bezel Assy, Lamp	2.00	EACH	20-55269-000	1,268.41	2,536.83	

10.03 - Batteries

01	Battery Compartment	Fuse Box in Battery Compartment Rusty Beyond Repair, has Holes in it / Remove and Replace Battery Fuse Box			-X-	0.00	0.00	12.00
01.01	Part for Line 01	Battery Fuse Enclosure	1.00	EACH	13-66188-006	1,295.41	1,295.41	

12.03 - Air Bags & Shock Absorbers

01	Front Bump Stops	Front Bumpstops Missing / Install New Bump Stops			-X-	0.00	0.00	1.00
01.01	Part for Line 01	Bumper, Rubber, Front Axle Airbag Bracket	2.00	EACH	08-36629-000	28.10	56.20	

13.03 - Steering Linkage

01	Front Axle	Replacing Tie Rods, Tie Rod Tube Threads Rusty, Get Ruined During Removal of Tie Rod Ends / Install New Tie Rod Tube			-X-	0.00	0.00	0.00
01.01	Part for Line 01	Tie Rod, Tube	1.00	EACH	82-19644-001	313.53	313.53	

17.00 - HVAC

01	C/S Floor Heater at Exit Door	Bottom Plate of Heater Box Rusty Severely / Scale Rust on Plate, Treat Rust with Conversion Coating and Apply Doubler Plate			-X-	0.00	0.00	2.00
01.01	Misc Materials for Line 01	Misc Materials	1.00	EACH	Misc Materials	36.67	36.67	

APPROVED BY CCW: _____ DATE _____

APPROVED BY CUSTOMER: _____ DATE _____

TOTAL LABOR COST **10,187.50** **81.50**

TOTAL PARTS COST **8,066.27**

TRANSPORTATION **0.00**

OTHER **0.00**

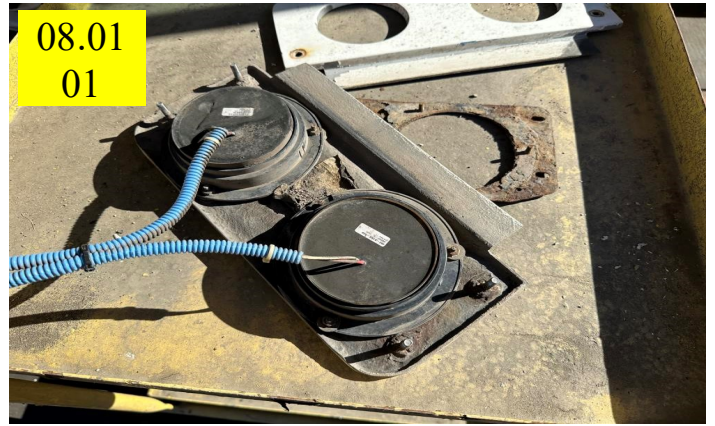
TAX @ 0% **0.00**

TOTAL **18,253.77**













To: The Core Transit Board
From: Scott Robinson, Deputy Director

Meeting Date: 04/09/2025

SUBJECT: Adoption of Records Management Manual

RECOMMENDED ACTIONS: Approve Resolution No. 2025-08, Adopting the Records Management Manual

Background

To ensure the proper handling and retention of records, Core Transit is adopting a comprehensive records management manual. This manual provides guidelines for retaining and managing records with long-term administrative, fiscal, and historical value.

The State of Colorado, in collaboration with the Colorado Special Authority Association, the Colorado Attorney General's Office, and the State Auditor's Office, has developed a Records Management Manual applicable to Core Transit. Adopting this manual will streamline Core Transit's records management practices. As part of our commitment to proper records management, we follow the guidelines set by the State Archivist.

The State Archivist has established general retention and disposition schedules that grant state agencies legal authorization to retain and dispose of common records. These schedules identify records of permanent value that must be protected while outlining timelines for the legal disposal of non-permanent records. The Records Management Manual is available online for state agencies and higher education officials.



The proposed adoption will authorize Core Transit to submit a request to the Colorado State Archives for approval, which will grant legal authority for the destruction and preservation of records in compliance with state standards.

Attachments:

1. Resolution No. 2025-08
 2. Records Management Manual Approval Request Form
 3. [Records Management Manual Guidelines \(Online\)](#)
-

EAGLE VALLEY TRANSPORTATION AUTHORITY

RESOLUTION NO. 2025-08

RESOLUTION ADOPTING A RECORDS MANAGEMENT MANUAL

WHEREAS, the Eagle Valley Transportation Authority (“**Authority**”), acting by and through its duly appointed Board of Directors (“**Board**”) recognizes a need for a comprehensive records management manual for the Authority’s non-permanent records and the retention of those records that have long-term administrative, fiscal and historical value; and

WHEREAS, the Colorado State Archives has developed a state-wide Records Management Manual in cooperation with the Colorado Special Authority Association, the Colorado Attorney General’s Office and the State Auditor’s Office for special districts to use and follow; and

WHEREAS, the Authority has municipal, County and special district members and finds that adoption of the special district records management manual to be appropriate for the operation of the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Eagle Valley Transportation Authority as follows:

1. The Board hereby adopts the Colorado Special District Records Management Manual (“**Manual**”) and all subsequent revisions.
2. The Board authorizes the Authority to submit a request to the Colorado State Archives to adopt the Manual. Approval from the State Archivist is legal authority for the destruction and preservation of Authority records.
3. All Resolutions of the Board inconsistent with this Resolution are hereby repealed to the extent of such inconsistency and all actions of the officers, agents and employees of the Authority which are in furtherance of or in conformance with the purposes and intent of this Resolution are hereby in all respects ratified, approved and confirmed.

RESOLVED this 9th day of April 2025.

EAGLE VALLEY TRANSPORTATION
AUTHORITY

By:

Earle Bidez, Board Chair

Attest:

Amy Burford, Secretary



Records Management Manual Approval

Request Form

☐ County ☐ Municipality ☐ School District/BOCES ☐ Special District

NAME OF ENTITY

CONTACT PERSON/TITLE:

MAILING ADDRESS:

TELEPHONE:

E-MAIL:

LOCAL EXCEPTIONS:

(List and provide basis and description of any local exceptions for records retention periods that are specified by formal direction of the local ordinance, Home Rule Charter provision, by board resolution or formal direction of the school board, governing body, etc., that differ from those set out in the Records Retention Manual for your specific entity. Use additional pages if needed.)

THE ABOVE ENTITY HEREBY REQUESTS APPROVAL FROM THE COLORADO STATE ARCHIVES TO FOLLOW THE SPECIFIC ENTITY'S RECORDS RETENTION MANUAL, WITH THE LOCAL EXCEPTIONS INDICATED.

SIGNATURE OF AUTHORIZED ENTITY REPRESENTATIVE

DATE OF SUBMITTAL OF REQUEST FOR APPROVAL

To: Core Transit Board

From: Tanya Allen, Executive Director | Scott Robinson, Deputy Director
| Lance Trujillo, Director of Innovation & IT | Aryn Schlichting, Director of
People & Culture | Dayana Herr, Marketing, Communications &
Customer Experience Manager | Dave Levy, Planning Manager

RE: Core Transit Admin Division Report – April 9, 2025

Meeting Date: 4/9/2025

PEOPLE & CULTURE REPORT

Organizational Development

Our organizational development work with Dr. Karah Maloley is entering its final phase. The final deliverable will be a shared cultural norms document (final name is still TBD) that will document culture, communication, and internal operating systems. The document is being developed using the employee feedback we have received and will be grounded in the systems that have already supported success. It reflects our commitment to acknowledging employee input and using it to drive communication and process improvements within our 24/7 operation.

Other key outcomes from this work so far include:

- **Cross-Functional I.D.S Pilot Group:** We're piloting a cross-department team to ensure transparency and embrace new ideas as we grow. Monthly, employees from various roles from all levels of the organization—each with unique perspectives on our services—will meet to identify, discuss, and propose solutions to challenges systematically, bringing the best ideas to the forefront.

- **Quarterly All-Hands Safety Meetings:** We enhanced an existing meeting structure, maintaining its focus on safety while adding a second half dedicated to organizational alignment and face-to-face interactions between leadership and all staff. These meetings occur four times a year and are mandatory for all staff to attend once per quarter.
- **Transit Employee Appreciation Day:** Following feedback that the organization would benefit from improved connection and trust, we seized the opportunity to celebrate Transit Employee Appreciation Day with initiatives designed to build connections and goodwill, including coffee/snacks at bus stops, a BBQ potluck, and Core Transit branded gifts for employees. This will be followed up with an end-of-season gathering for all staff on April 16th with pizza and games at Eagle River Brewing in Gypsum.

These efforts reflect our continued commitment to fostering an engaged and productive workplace culture.

Employee Housing

We have begun the search for a housing consultant to evaluate the financial performance of our current housing program and assist in developing a Strategic Housing Plan, with the goal of launching the project on May 1st.

We are currently at full capacity in employee housing and have recently replaced a shared unit with a single-occupancy unit, adding it to our Master Leases.

Recruitment and Onboarding

Hiring remains steady, and we are pleased to have announced two internal promotions last month, reflecting our commitment to growth and development within the team.

Referrals remain a key driver in our recruitment efforts, with many applicants motivated by the positive experiences shared by our team. To manage natural turnover, our goal is to onboard two new drivers each month. A recent applicant shared, “My best friend works here, and talks very highly of this company and I wanted to see if it could change my life, the way it did his.”

FINANCE REPORT

Sales Tax Returns

Core Transit .5% Sales Tax Collections				
Month Recognized	2023	2024	2025 Forecast	2025 Actual
January		\$1,542,253.77	\$1,525,000.00	\$1,549,779.41
February	\$1,500,634.19	\$1,472,487.67	\$1,465,000.00	\$1,464,393.93
March	\$1,539,340.06	\$1,530,855.67	\$1,520,000.00	Expected April 9
April	\$1,633,223.56	\$1,615,388.24	\$1,600,000.00	
May	\$732,001.91	\$654,317.53	\$645,000.00	
June	\$613,184.23	\$606,827.10	\$600,000.00	
July	\$861,752.12	\$863,011.67	\$850,000.00	
August	\$1,042,918.63	\$1,104,288.16	\$1,100,000.00	
September	\$992,709.87	\$984,213.27	\$975,000.00	
October	\$918,807.40	\$873,477.20	\$865,000.00	
November	\$720,960.95	\$736,248.47	\$725,000.00	
December	\$738,937.67	\$691,889.04	\$730,000.00	
TOTAL	\$11,294,470.59	\$12,675,257.79	\$12,600,000.00	\$3,014,173.34

Core Transit accrues their sales tax collection back by one month

ECO Transit Sales Tax Collections (based on 85%)			
Month Recognized	2024 Actual	2025 Forecast	2025 Actual
January		\$1,365,000.00	\$1,439,568.75
February		\$1,415,000.00	Expected by April 20
March		\$1,490,000.00	
April		\$605,000.00	
May		\$555,000.00	
June		\$795,000.00	
July		\$1,025,000.00	
August	\$948,652.58	\$905,000.00	
September	\$962,817.90	\$810,000.00	
October	\$776,023.84	\$678,000.00	
November	\$733,276.58	\$733,000.00	
December	\$1,508,981.65	\$1,372,000.00	
TOTAL	\$4,929,752.55	\$11,748,000.00	\$1,439,568.75

Eagle county accrues their sales tax collection back by two months. The amount shown above is the gross amount of tax collected. The expense associated with the 1% treasurer fees is shown in the treasurer fee expense line item in department 10.

February 2025 Financial Report

You will notice a new report in our February 2025 financials, a summary of financials by department. The goal is to give a quick, high level look at how each department and fund is doing.

The February 2025 financials reflect a favorable year-to-date general fund budget of \$335,175. The year-to-date capital fund is favorable by \$958,325. This can be attributed to a bus refurb project being pushed back and two other bus refurb projects being put on-hold. The housing fund is currently favorable by \$8,528 through February.

While this is always nice to see, staff are still proceeding with caution at this point of the year with only two months of financial data to analyze. With FY25 being the first budget encompassing 12 months of full

operations, we will continue to refine projections throughout the year based on concrete data we receive each month on revenues and expenses.

MARKETING & COMMUNICATIONS REPORT

Farebox Retirement

Following the transition to cashless fare collection onboard all buses on March 17, communication efforts remain ongoing. The Marketing and Communications team is continuing targeted outreach, especially in Gypsum and Leadville, to ensure all riders, including employers who purchase passes for their staff, are informed about alternative fare payment options. Enhanced signage has been installed at key shelters, contributing to strong adoption of the new system. Feedback is being collected from both riders and operators to guide future outreach strategies.

Summer 2025 Service Schedule

The Summer 2025 schedule was announced to the public earlier than in previous years, with details shared three weeks prior to its launch of April 14. This early release highlights increased service to Dotsero, Minturn, and Leadville, along with additional trips to improve connectivity along Highway 6. A comprehensive outreach campaign, including digital, print, radio advertisements, and a social media push, is planned to promote the schedule launch on April 14 and to raise awareness of the expanded service.

Customer Service

Efforts to strengthen Core Transit's customer service experience continue under the leadership of the new Customer Service Supervisor, Ericka Soto. Recent improvements include updates to the Vail Transportation Center booth to create a more welcoming environment

for riders and staff. In addition, the team is collaborating with partner organizations to participate in community events to support ongoing rider education and engagement.

A recruitment effort is also underway for a new Information Services Representative. This full-time, bilingual position will be based at the Vail Transportation Center to enhance the customer service experience for riders.

Website Development

Work continues on the development of Core Transit's new website. The team remains focused on enhancing the rider experience through features such as real-time rider alerts, a user-friendly schedule interface, and improved access to the bus tracking system. Additionally, the team is exploring the possibility of incorporating a live chat option to provide riders with real-time assistance directly through the website. Progress is ongoing, and the project remains on track.

Vail Transportation Center and Lionshead Signs Project

The signage project at the Vail Transportation Center and Lionshead remains on track, with installation expected by the end of April or the first weeks of May. Core Transit continues to work closely with the Town of Vail to ensure the project stays on schedule and aligns with the rebranding goals.

In the News/Blog Post

- [Catch the Summer Vibes with Core Transit's New Summer Schedule Starting April 14](#)
- [¡Atrapa las vibras del verano con el nuevo horario de verano de Core Transit a partir del 14 de Abril!](#)
- [El nuevo horario de verano de Core Transit comienza este 14 de abril. Los pasajeros tendrán más servicio a Leadville, Minturn y Dotsero.](#)

- [Core Transit's new summer schedule starts April 14](#)
- [Core Transit solicita opinión sobre futuras opciones de rutas de autobús en el condado de Eagle](#)
- [Core Transit asks for input on future bus route options in Eagle County](#)
- [Core Transit eliminates system for paying fares with cash upon boarding Monday](#)
- [Catch the Summer Vibes with Core Transit's New Summer Schedule Starting April 14 - VVP](#)

INNOVATION & IT REPORT

Technology Plan Completed!

I worked with the board to create a technology plan in February 2024. That plan had the structure and details to move all our technology hardware, software and dependencies with Eagle County Government (ECG), to something that would become Core Transit Technology. As of March 31, 2025, that plan as been completed. The move to cashless was the final process to shut down the remaining servers and internet service provider. We will no longer have any ECG laptops, servers, software, WIFI or other equipment in use with Core Transit. ECG IT was incredibly helpful in this transition, and we maintain a great partnership with them.

Revitalization Projects

Now that our first-year technology plan is complete, we are queuing up some other important projects. Our technology team is teaming up with the Planning and Operations teams to clean up existing applications to ensure that Core Transit has the right technology for the job.

We are currently evaluating our Automated Passenger Counting (APC) software to make sure that it is reporting accurately. This work involves configuration of hardware on the bus and software in the hosted site. Then, we will complete the National Transit Database (NTD) compliance process and submit our certificate of compliance for our APC system. Once this is complete, our APC system will be certified as our official source of ridership data for NTD reporting, which is a required element of federal and state grant compliance.

The next project will be to review our paratransit system technology. Our paratransit software is used to schedule demand-responsive trips for passengers with disabilities, adhere to para transit rules and create a daily schedule for our para drivers. With our most recent staff and structure changes, now is a perfect time to provide updated training for staff and evaluate the setup and use of our paratransit software system.

PLANNING REPORT

10 Year Plan - Phase II Public Outreach

The second phase of public outreach began mid-March and will run through mid-April. This outreach campaign introduces the service alternatives under consideration and seeks feedback through focus groups and an online survey.

We have conducted three in-person focus groups, including one Spanish-first focus group, and one online focus group. The focus groups were well attended by highly engaged community members from whom we have received valuable feedback. Learnings from the focus groups and survey will be analyzed in late April and applied to the final stages of alternatives development.

NTD Certification

The National Transit Database (NTD) is the primary source of information and statistics for public transportation modes in the United States. Recipients and subrecipients of FTA Chapter 53 funding, which includes §5307 or §5311 grants, must submit an annual report to the FTA detailing capital investments, operations, and services provided with the funds received. This requirement includes reporting ridership.

NTD certification is a rigorous, multi-step process to gain FTA approval of the Automatic Passenger Counters (APCs) used to report ridership to the NTD.

We have contracted with UTA, our current APC service provider, to guide us through the certification process. Over the next two months the Planning Department will be conducting hand counts on select trips across all routes to verify the operability and accuracy of our APC devices as required by federal law in order to remain eligible for FTA

Chapter 53 funding.

DEPUTY DIRECTOR REPORT

I'm pleased to share after two years of classes, homework and networking, I have completed the Certified Public Manager Program with CU Denver. My Capstone project was focused on creating an Emergency Action Plan (EAP) framework which was completed in March. Next steps include working with the operations team to fill in some gaps and then training all staff on the EAP.

I focused much of my time in March connecting with staff from all levels of our organization. A large group of us spent Transit Employee Appreciation Day cooking dinner for all staff and hanging out in the operator break room. This offered up plenty of opportunities to speak with staff and get to know them better. I was also able to attend all five employee safety meetings and have meaningful conversations with staff about ways we can further open lines of communication and create a culture that welcomes feedback.

The investment committee (comprised of Dave Eickholt, Scott Robinson and Tanya Allen) continues to monitor term investments. At the beginning of March, 12-month term investments were offering a rate of return between 4.00-4.16% in returns. ColoTrust & CSIP offered a return of 4.40% during the month of March. The advantages of keeping our money in cash is it's readily available when needed and our interest returns are deposited monthly. So far in 2025, the authority has earned just over \$160,000 in interest from liquid cash. As always, the committee will continue to monitor the markets to maximize returns while complying with the board adopted investment policy.

EXECUTIVE DIRECTOR REPORT

Status of Federal Grants

We continue to track the status of federal funds for which we do not yet have signed CDOT contracts. CDOT's latest update is that formula funding programs (FTA 5311 admin/operating and capital) are on-track. Discretionary programs (5339 (b), (c), and Congressionally Directed Spending are also expected to move forward following completion of the mandatory FTA review.

State Legislative Updates

A draft bill (SB25-272) affecting Regional Transportation Authorities was introduced in the State Senate on 4/1/25. The bill amends the existing RTA statute to explicitly include the provision of housing for employees. This legislation is driven by issues the Roaring Fork Transit Authority (RFTA) has experienced in trying to file for tax exemptions for employee housing construction projects. We provided letters of support for this bill and have offered to help RFTA as needed given the importance of employee housing to our organization's overall hiring strategy.

The latest state budget proposal includes cuts to certain state transit programs. We are reaching out to better understand what, if any impact this will have on our current projects and programs.

Planned Future Topics

May:

- Executive Director performance review
- Legal engagement letter update
- Board conduct policies

June:

- Investment Policy
- Reserve Policy
- Grant policy
- Winter Season Air Update

July:

- Winter Schedule Preview
- Comp Study Update

Core Transit Operations Update

April 2025



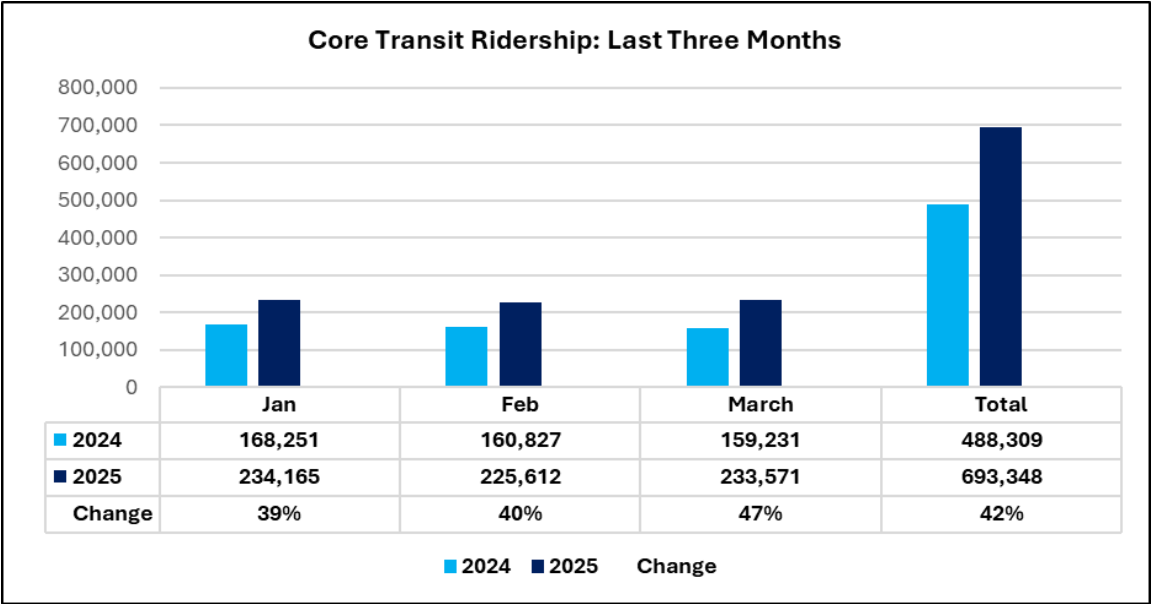
Core Transit Ridership Update

System Ridership

March 2025 233,571

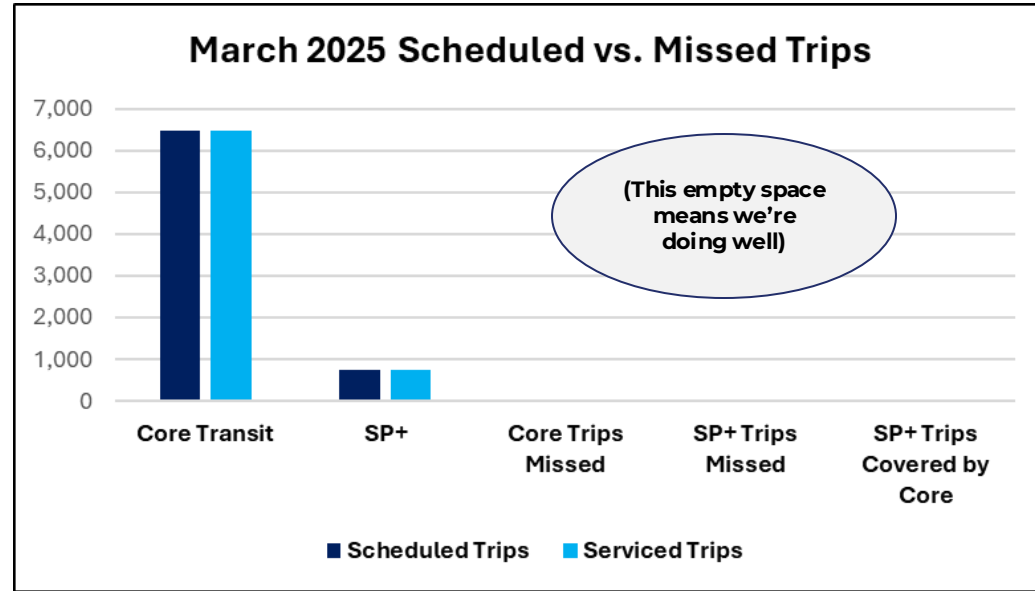
March 2024 159,231

YOY Change +47%



March 2025 Route Performance

- Core Transit: 99.9% completion rate (only 4 of 6,479 scheduled trips missed)
- Core Transit also completed 34 trips using shadow buses
- SP+: 99.5% completion rate (only 4 of 744 trips missed; Core covered 3 of the 4 missed trips)



Core Transit Update – Routes

Monthly Trip Summary (March 2025)	Performance
Scheduled Trips/Trips Completed (direct operation):	6,479 / 6,475 (99.9%)
Unscheduled Trips (Shadow Buses, direct operation):	34
Scheduled Trips/Trips Completed (contract):	740 / 744 (99.5%)
Missed Contract Trips filled by Core Transit:	3/4 (75% of total missed contract trips)
Net Contract Service Missed	1/744 (.001% of total contract trips)

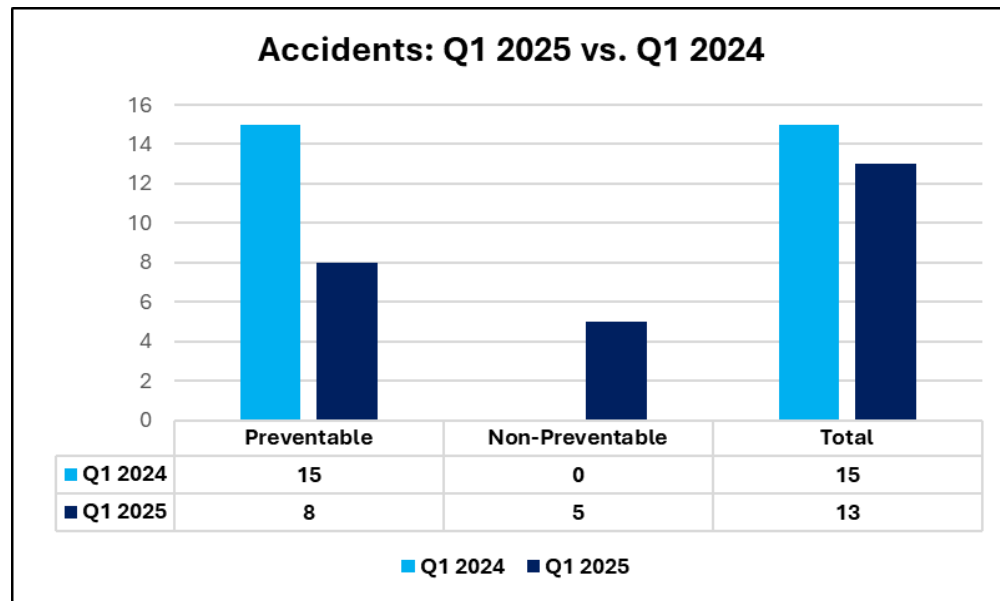
**March 2025
Total Trips Serviced**

7,252



Core Transit Update - Safety

1. 13% YOY decrease in total accidents
2. Preventable accidents
YOY decreased from 15 to 8
3. Declining trend attributable to:
 - Training process improvements
 - Operator stability
 - Accountability measures



Core Transit Update – Operators

Directly Operated Service / Summer Schedule Requirements	
Minimum required number of Drivers	53 (includes extra board)

Contract Service	Status
Operators available/Operators needed	12/8 Fully staffed

Current Number of Drivers	Status
Full-time Operators	51
Part-time Operators	1-FTE
Seasonal Operators	1
Operators available/Operators needed	53/53 Fully Staffed
Operators in training	3



Core Transit Update – Maintenance

Category	Status
Fleet Status	72% in service
PM Compliance	94% of fleet
Breakdowns Impacting Service	2 mechanical problems (included in missed trips)
Pending Vehicle Arrivals	5 new hybrid buses <ul style="list-style-type: none">• Arrive May 2025



THANK
YOU

