



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, October 9, 2024, beginning at 12:00 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 – 12:00pm
2. Consideration of Changes to Agenda
3. Approval of Minutes and Financials
 - a. September 11, 2024 regular meeting minutes
 - b. Financial Statements
 - c. Payables Lists
4. Board Comment
5. Public Comment – 12:05pm

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.

BUSINESS

6. Business – 12:15pm

a. Donation Policy

Tanya Allen will present a revised donation policy for board approval.

b. Capitalization Policy

Scott Robinson will present a capitalization policy for board consideration.

c. Other Business

FINANCIAL MATTERS & STAFF REPORTS

7. Financial Matters

- a.** Preliminary 2025 Budget – Included in meeting packet for informational purposes. Discussion on the budget to take place at October 21 work session and the November business meeting, which will be a public hearing.

8. Staff Reports – 1:15 pm

- a.** Administrative Division Report
- b.** Quarterly Operations Report

EXECUTIVE SESSION

9. Executive Session

Executive Session pursuant to 24-6-402(4)(b), C.R.S. for a conference with Core Transit's general counsel for legal advice on the Eagle Valley Transportation Authority IGA. Executive Session pursuant to 24-6-402(4)(e), C.R.S. for negotiation discussions related to a financial agreement with Eagle County.

ADJOURNMENT

10. Adjournment – 2:00pm

The next regular meeting of the Core Transit Board will be held Wednesday, November 13, 2024, at 12:00pm, in the Avon Council Chambers.

YOUR BOARD MEMBERSHIP

Core Transit Board

Amy Phillips, President | *Town of Avon*

Jeanne McQueeney, Vice-Chair | *Eagle County*

Dave Eickholt, Treasurer | *Beaver Creek Metro*

Earle Bidez | *Town of Minturn*

Barry Davis | *Town of Vail*

Nick Sunday | *Town of Eagle*

Garrett Alexander | *Town of Red Cliff*

Core Transit Board Alternates

Ray Shei | *Beaver Creek Metro*

Kathy Chandler-Henry | *Eagle County*

Rich Carroll | *Town of Avon*

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
September 11, 2024**

A meeting of the Eagle Valley Transportation Authority (“Authority”) Board of Directors (“Board”) was held on September 11, 2024, at 6:00 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 September 6, 2024, 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 September 6, 2024, and the certification of posting are attached hereto.

ATTENDANCE

Directors in Attendance:

Director Amy Phillips, Mayor and Councilor, Town of Avon

Director Dave Eickholt, Beaver Creek Metro District

Director Jeanne McQueeney, Commissioner, Eagle County

Alternate Director Bryan Woods, Councilor, Town of Eagle

Director Barry Davis, Councilor, Town of Vail

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

Directors Absent:

Director Earle Bidez, Mayor, Town of Minturn

Attendance:

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

Doug Stallworthy, Attorney, Collins Cole Flynn
Winn & Ulmer, PLLC

Dave Rogers, Director of Finance, Core Transit

Dave Levy, Planning Manager, Core Transit

Scott Robinson, Deputy Director, Core Transit

Tanya Allen, Executive Director, Core Transit

Dave Snyder, Director of Transportation, Core
Transit

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

Aryn Schlichting, Director of People & Culture, Core
Transit

Shelley Hall, Community member

Attendance on Zoom:

Ray Shei, Alternate Board Member, Beaver Creek
Metro District

Michelle Levy, Community member

Joanna Kerwin, Community member

Dr. Gerilyn Davis, Community member

**APPROVAL OF THE
AGENDA**

Director Phillips presented the agenda for the meeting and inquired if there were any proposed changes. Director McQueeney motioned to approve the agenda as presented. Director Eickholt seconded the motion, which passed with a unanimous 6-0 vote.

**APPROVAL OF
MINUTES AND**

Director Phillips presented the minutes dated August 14, 2024 for approval. Alternate Director Woods moved to approve the minutes, financial

FINANCIAL STATEMENTS

statements, and payables list. Director Eickholt seconded the motion, which passed with a unanimous 6-0 vote.

BOARD COMMENT

Director McQueeney recognized the safety banquet as a successful and enjoyable event for the operations staff and their families.

PUBLIC COMMENT

Shelley Hall from Vail expressed her desire for increased service. She explained the challenges she faces in coordinating the schedules of the various transit services she utilizes in Eagle County, particularly after 4:00 p.m.

Michelle Levy from Gypsum shared that she is part of an initiative in partnership with Vail Mountain School, which utilizes Core Transit to promote independence in children and reduce reliance on private vehicles for school commutes. She mentioned that the initiative aims to develop a plan that integrates the Town of Vail bus system with Core Transit, making transportation between home and school easier and more efficient.

Joanna Kerwin from Edwards expressed her concerns with finding the board meeting link on the website after the recent rebranding.

AGENDA ITEMS**6. Presentations****6.1 FY25 Budget – Preliminary Planning and Expectations**

Director of Finance Dave Rogers provided an overview of the phases of the budget process for the board. Deputy Director Scott Robinson explained the sales tax revenue projections for FY25. Director of People and Culture Aryn Schlichting reviewed the plan for the 2025 pay ranges and explained that the current wage

structure was designed to remain competitive through 2025. She highlighted the step plan and noted ongoing discussions regarding incentive programs and the need for those to align with operational goals.

Director Eickholt asked for clarification on merit increases. Director of People and Culture Schlichting clarified that staff in the open range will be eligible for a merit increase, which is likely to be a flat rate determined by a pass/fail evaluation system. Deputy Director Robinson mentioned that performance evaluation metrics has not yet been established and noted that staff is actively working on developing these metrics for January and beyond. Director Phillips suggested postponing the performance evaluations to a later month since January tends to be a particularly busy time.

The board and staff discussed and confirmed that the budget work session will take place on October 21st from 9:00 AM to 12:00 PM.

6.2 Core Transit Winter Service Plan

Director of Transportation Dave Snyder reviewed the August ridership numbers and noted that Core Transit has seen growth in ridership since last August. He mentioned the successful outcome of sending staff members to a recent skid truck training and share more staff will attend a similar training in October. He provided an overview of the additional routes and extended hours included in the winter schedule.

Mrs. Hall suggested additional bus services during large events and airport shuttle buses. Director Alexander recommended providing a later bus service for Minturn beyond 9:00 PM.

Alternate Director Woods asked if SP+ was still an effective use of resources. Director of Transportation Snyder acknowledged recent challenges and said staff was considering several other options in the event their performance did not improve.

7. Business

7.1 Letter of Support Policy

Executive Director Tanya Allen presented a letter of support policy, explaining that if a request for a letter of support is submitted, with no financial obligation, it can be reviewed and signed by the Executive Director and the Board President, provided it aligns with the proposed guidelines.

Director Phillips stated that the Town of Avon has a similar policy, which they have found to be very effective. Director Eickholt raised a concern about confusing language in one of the bullet points. Executive Director Allen agreed, suggesting that some clarifying language should be added to that point.

Director Davis made a motion to approve the letter of support policy as presented, with the inclusion of clarifying language in bullet point number four. Director Alexander seconded the motion, which passed with a 6-0 unanimous vote.

7.2 Donation Policy

Executive Director Allen shared that Core's predecessor, ECO Transit, previously donated passes and transit services for specific purposes, typically benefiting non-profit organizations or government entities. She noted that staff is seeking a structured process and a specific budget line item to accommodate these donated services.

Alternate Director Woods asked about how this policy would apply to major events like the Eagle County Fair and Rodeo. Executive Director Allen clarified that the Rodeo is treated differently since Core Transit is a sponsor of the event which is different than a donated service.

Executive Director Allen acknowledged that any amounts exceeding the monetary threshold outlined in the policy are subject to board discussion and approval. Deputy Director Robinson highlighted that all services, including donated services, provided by Core Transit contribute to brand awareness. He explained that there are community events where Core Transit could serve as a sponsorship partner, providing transit services instead of cash in exchange for brand recognition. He noted that those events are specific to the marketing department and are separate from the budget allocations outlined in the donation policy. Director McQueeney asked whether this would apply to the Eagle County School District's requests for additional buses for field trips.

Mrs. Winn suggested adding language to the policy indicating that there are events, donations, and sponsorships beyond this framework that may be presented to the board for consideration.

The board gave direction to staff that adjustments be made to the policy based on the feedback and to bring it back at a future meeting.

7.3 Other Business

None

7. Staff Reports

Director of Finance Rogers gave an update on the Tyler ERP implementation and the Finance Coordinator position. Executive Director Allen gave

an update on Planning Manager Dave Levy's outreach efforts.

ADJOURNMENT

The meeting was adjourned at 7:35 pm.

EAGLE VALLEY TRANSPORTATION AUTHORITY
CASH POSITION
Year to Date and as of September 30, 2024
Adjusted as of October 2, 2024

Maturity Date Account Activity Item Description	CHECKING	INVESTMENTS								TOTALS
	1st Bank	1st Bank			CSIP				Colostrust	ALL
		Savings	5.2500% 8/27/2024 Premier 4181	5.4000% 11/28/2024 Premier 1972	5.3200% 4/17/2025 Savings-Term	4.6500% 8/15/2025 Savings-Term	4.0400% 9/19/2025 Savings-Term	LGIP	5.2684% Plus+	ACCOUNTS
BEGINNING BANK BALANCE	\$ 13,527	\$ 517,239	\$ 1,771,950	\$ 1,796,413	\$ -	\$ -	\$ -	\$ -	\$ 6,322,307	\$ 10,421,436
YTD credits - Total deposits, wires and transfers	13,669,946	724,430	95,218	45,347	5,000,000	2,000,000	4,000,000	7,509,894	17,378,391	50,423,226
YTD debits - Total vouchers, wires and transfers	(13,378,622)	(740,000)	(1,867,168)	-	-	-	-	(4,000,005)	(17,133,213)	(37,119,008)
YTD bank balance	304,851	501,669	-	1,841,760	5,000,000	2,000,000	4,000,000	3,509,889	6,567,485	23,725,654
Plus deposits/transfers in transit	181,674	-	-	-	-	-	-	-	-	181,674
Less outstanding checks/transfers	(446,392)	-	-	-	-	-	-	-	(173,000)	(619,392)
UNRESTRICTED BALANCE AT END OF PERIOD	40,133	501,669	-	1,841,760	5,000,000	2,000,000	4,000,000	3,509,889	6,394,485	23,287,936
Current period activity										
Transfers	-	-	-	-	-	-	-	-	-	-
Add - deposits, wires and transfers	-	-	-	-	-	-	-	-	-	-
Subtract - vouchers, wires and transfers	-	-	-	-	-	-	-	-	-	-
Total current period adjustments	-	-	-	-	-	-	-	-	-	-
Restricted to Housing									(2,031,643)	(2,031,643)
Restricted to Capital					(5,000,000)				(3,823,288)	(8,823,288)
Adjusted balance	\$ 40,133	\$ 501,669	\$ -	\$ 1,841,760	\$ -	\$ 2,000,000	\$ 4,000,000	\$ 3,509,889	\$ 539,554	\$ 12,433,005

**EAGLE VALLEY TRANSPORTATION AUTHORITY
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
September 30, 2024**

	General	Housing	Capital	TOTALS ALL FUNDS
Cash Balance - beginning of month	\$ 10,864,408	\$ 2,057,742	\$ 8,792,128	\$ 21,714,278
Receipts				
Farebox revenue	12,901	-	-	12,901
Employer bulk pass sales	1,360	-	-	1,360
Direct pass sales revenue	550	-	-	550
Sales tax	1,104,288	-	-	1,104,288
DMV sales tax	7,319	-	-	7,319
ECO Sales tax	1,558,222	-	-	1,558,222
Service agreement revenue - MIRA	12,707	-	-	12,707
Interest	25,429	14,674	31,160	71,263
Rent - housing	-	18,157	-	18,157
Receipts subtotal	2,722,776	32,831	31,160	2,786,767
Disbursements - payables	(1,154,179)	(58,930)	-	(1,213,109)
Cash Balance - end of month	\$ 12,433,005	\$ 2,031,643	\$ 8,823,288	\$ 23,287,936
Location of Funds				
1st Bank - Checking	\$ 40,133			
1st Bank - Savings	501,669			
1st Bank - Premier 182 day	1,841,760			
CSIP	5,000,000			
CSIP	4,000,000			
CSIP	2,000,000			
CSIP LGIP	3,509,889			
Colotrust	6,394,485			
Total cash & investments	\$ 23,287,936			

**EAGLE VALLEY TRANSPORTATION AUTHORITY
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUNDS AVAILABLE
BUDGET VS. ACTUAL - CASH BASIS (NON-GAAP)
For the Current Month and Year-to-Date Ended September 30, 2024
Unaudited**

	Current Month Actual	Year to Date			Percent of Prorata Budget	2024 Budget		Percent of YTD Actual to 2024 Budget
		Actual	Prorata Budget	Prorata Variance Over (Under)		2024 Adopted	YTD Over (Under)	
REVENUES								
Farebox revenue	\$ 12,901	\$ 20,433	\$ 102,534	(82,101)	20%	\$ 136,712	\$ (116,279)	15%
Employer Bulk Pass Sales	1,360	1,360	-	1,360	0%	-	1,360	0%
Direct pass sales revenue	550	613	154,730	(154,117)	0%	206,306	(205,693)	0%
Mobile fare sales revenue	-	-	50,097	(50,097)	0%	66,796	(66,796)	0%
Advertising revenue	-	-	3,750	(3,750)	0%	5,000	(5,000)	0%
Interest revenue	25,429	344,727	262,500	82,227	131%	350,000	(5,273)	98%
Rent Income	-	600	-	600	-	-	600	-
EVTA sales tax	1,104,288	10,128,367	9,563,216	565,151	106%	12,750,955	(2,622,588)	79%
EVTA DMV sales tax	7,319	54,517	-	54,517	-	-	54,517	-
ECO transit sales tax transfers	1,558,222	1,558,222	8,482,362	(6,924,140)	18%	11,309,816	(9,751,594)	14%
Service Agreement Revenue - MIRA	12,707	12,707	-	12,707	0%	-	12,707	0%
Total revenues	2,722,776	12,121,546	18,619,189	(6,497,643)	65%	24,825,585	(12,704,039)	49%
EXPENDITURES								
Administration of Vehicle Operations								
AVO Salaries	22,118	69,132	520,550	(451,418)	13%	694,067	(624,935)	10%
AVO Salaries-OT	-	-	18,750	(18,750)	0%	25,000	(25,000)	0%
AVO Vacation pay	430	430	-	430	-	-	430	-
AVO Medicare tax	336	1,026	7,958	(6,932)	13%	10,611	(9,585)	10%
AVO Social security tax	1,435	4,387	34,030	(29,643)	13%	45,373	(40,986)	10%
AVO Retirement	2,255	5,981	-	5,981	-	-	5,981	-
AVO Group Health Insurance	-	790	-	790	-	-	790	-
AVO Dental Insurance	-	40	-	40	-	-	40	-
AVO Vision Insurance	-	7	-	7	-	-	7	-
AVO Group Life Insurance	-	50	-	50	-	-	50	-
AVO Group Disability Insurance	(9)	73	-	73	-	-	73	-
AVO Unemployment Insurance	84	720	-	720	-	-	720	-
AVO Total fringe benefits	600	1,200	172,067	(170,867)	1%	229,423	(228,223)	1%
Uniforms	4,187	5,478	7,500	(2,022)	73%	10,000	(4,522)	55%
Printing expense	-	-	900	(900)	0%	1,200	(1,200)	0%
Office supplies-general	448	448	1,125	(677)	40%	1,500	(1,052)	30%
Materials and supplies	18	18	3,750	(3,732)	0%	5,000	(4,982)	0%
Travel-meetings/seminars	1,660	1,660	9,000	(7,340)	18%	12,000	(10,340)	14%
AVO Training/Workshop	7,500	7,500	-	7,500	0%	-	7,500	-
Employee event expenses	888	888	11,250	(10,362)	8%	15,000	(14,112)	6%
AVO miscellaneous expense	350	350	-	350	0%	-	350	0%
Bus rodeo expenditures	-	1,305	7,500	(6,195)	17%	10,000	(8,695)	13%
AVO vehicle operating lease	15,000	15,000	-	15,000	0%	-	15,000	0%
Subtotal personnel	57,300	116,483	794,380	(677,897)	15%	1,059,174	(942,691)	11%
Vehicle Operations								
Operator Wages-ft	373,957	630,711	861,758	(231,047)	73%	1,149,010	(518,299)	55%
Operator wages-pt	-	-	33,750	(33,750)	0%	45,000	(45,000)	0%
Operator wages-seasonal	-	-	160,781	(160,781)	0%	214,374	(214,374)	0%
Operator wages overtime-ft	54,410	98,999	150,000	(51,001)	66%	200,000	(101,001)	49%
Medicare tax	6,911	11,573	21,645	(10,072)	53%	28,860	(17,287)	40%
Social security taxes	28,406	48,804	81,400	(32,596)	60%	108,533	(59,729)	45%
Retirement	30,919	55,023	-	55,023	0%	-	55,023	-
VO group health insurance	(3,492)	(3,492)	-	(3,492)	0%	-	(3,492)	-
VO dental insurance	(505)	(505)	-	(505)	0%	-	(505)	-
VO vision insurance	(160)	(160)	-	(160)	0%	-	(160)	-
VO group life insurance	(941)	(941)	-	(941)	0%	-	(941)	-
Unemployment	4,357	10,033	-	10,033	0%	-	10,033	-
Sick Pay	8,369	18,054	-	18,054	0%	-	18,054	-
Vacation Pay	12,971	22,681	-	22,681	0%	-	22,681	-
Total taxes and fringe benefits	-	-	317,202	(317,202)	0%	422,936	(422,936)	0%
VO miscellaneous employee reimbursement	(87)	(87)	-	(87)	0%	-	(87)	-
Subtotal vehicle operations	515,115	890,693	1,626,536	(735,843)	55%	2,168,713	(1,278,020)	41%
Administration of paratransit operations								
Admin salaries	-	-	27,144	(27,144)	0%	36,192	(36,192)	0%
Admin salaries-ot	-	-	1,500	(1,500)	0%	2,000	(2,000)	0%
Medicare tax	-	-	394	(394)	0%	525	(525)	0%
Social security tax	-	-	1,683	(1,683)	0%	2,244	(2,244)	0%
APO outside paratransit services	334	334	-	334	0%	-	334	0%
Total fringe benefits	-	-	6,897	(6,897)	0%	9,196	(9,196)	0%
Subtotal administration of paratransit ope	334	334	37,618	(37,284)	1%	50,157	(49,823)	1%
Paratransit operations								
Paratransit operator wages	-	-	24,113	(24,113)	0%	32,151	(32,151)	0%
Paratransit operator wages OT	-	-	1,500	(1,500)	0%	2,000	(2,000)	0%
Medicare tax	-	-	361	(361)	0%	481	(481)	0%
Social security tax	-	-	1,544	(1,544)	0%	2,058	(2,058)	0%
Total fringe benefits	-	-	13,056	(13,056)	0%	17,408	(17,408)	0%
Subtotal paratransit operations	-	-	40,574	(40,574)	0%	54,098	(54,098)	0%

**EAGLE VALLEY TRANSPORTATION AUTHORITY
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUNDS AVAILABLE
BUDGET VS. ACTUAL - CASH BASIS (NON-GAAP)
For the Current Month and Year-to-Date Ended September 30, 2024
Unaudited**

	Current Month Actual	Year to Date			Percent of Prorata Budget	2024 Budget		Percent of YTD Actual to 2024 Budget
		Actual	Prorata Budget	Prorata Variance Over (Under)		2024 Adopted	YTD Over (Under)	
Safety and training department								
Admin salaries	13,505	23,736	67,726	(43,990)	35%	90,301	(66,565)	26%
Staff ot	63	705	1,500	(795)	47%	2,000	(1,295)	35%
Medicare tax	194	352	1,052	(700)	33%	1,403	(1,051)	25%
Social security tax	833	1,507	4,499	(2,992)	33%	5,999	(4,492)	25%
Retirement	1,215	1,810	-	1,810	0%	-	1,810	-
ST group health insurance	(468)	(468)	-	(468)	0%	-	(468)	-
ST dental insurance	(65)	(65)	-	(65)	0%	-	(65)	-
ST vision insurance	(22)	(22)	-	(22)	0%	-	(22)	-
Unemployment taxes	131	318	-	318	0%	-	318	-
ST sick pay	420	420	-	420	0%	-	420	-
Total fringe benefits	-	-	22,416	(22,416)	0%	29,888	(29,888)	0%
Medical-exams and testing	-	-	8,625	(8,625)	0%	11,500	(11,500)	0%
Contracted services	-	1,500	7,500	(6,000)	20%	10,000	(8,500)	15%
Consulting	-	-	7,500	(7,500)	0%	10,000	(10,000)	0%
Training supplies	-	-	1,125	(1,125)	0%	1,500	(1,500)	0%
Emergency preparedness supplies	-	-	875	(875)	0%	900	(900)	0%
Travel-meetings/seminars	150	150	2,625	(2,475)	6%	3,500	(3,350)	4%
Training/workshop	750	750	1,125	(375)	67%	1,500	(750)	50%
Miscellaneous expense	3,300	9,600	-	9,600	0%	-	9,600	-
Subtotal safety and training department	20,006	40,293	126,368	(66,075)	32%	168,491	(128,198)	24%
Administration of fleet maintenance activities								
Admin salaries	7,255	14,510	33,069	(18,559)	44%	44,092	(29,582)	33%
Admin salaries-ot	-	-	375	(375)	0%	500	(500)	0%
Medicare tax	105	210	509	(299)	41%	678	(468)	31%
Social security tax	448	898	2,174	(1,276)	41%	2,898	(2,000)	31%
Retirement	218	798	-	798	0%	-	798	-
Unemployment tax	69	194	-	194	0%	-	194	-
Total fringe benefits	-	-	13,242	(13,242)	0%	17,656	(17,656)	0%
Lubricants-oil	2,744	4,161	33,750	(29,589)	12%	45,000	(40,839)	9%
Fuel-unleaded support vehicles	-	-	9,783	(9,783)	0%	13,044	(13,044)	0%
Fuel-diesel support vehicles	-	-	276	(276)	0%	368	(368)	0%
Fuel-unleaded support vehicles	-	-	3,783	(3,783)	0%	5,044	(5,044)	0%
Fuel-diesel support vehicles	-	-	406,125	(406,125)	0%	541,500	(541,500)	0%
Fuel-electricity	-	-	16,200	(16,200)	0%	21,600	(21,600)	0%
Office supplies - general	400	400	-	400	0%	-	400	-
Subtotal administration of fleet mainten	11,239	21,171	519,286	(498,115)	4%	692,380	(671,209)	3%
Fleet maintenance								
Fleet care tech salaries	13,268	23,062	49,790	(26,728)	46%	66,386	(43,324)	35%
Fleet care tech salaries-ot	-	747	6,375	(5,628)	12%	8,500	(7,753)	9%
Medicare tax	200	357	756	(399)	47%	1,008	(651)	35%
Social security tax	857	1,527	3,233	(1,706)	47%	4,310	(2,783)	35%
Retirement	740	1,578	-	1,578	0%	-	1,578	-
VMO group health insurance	(350)	(350)	-	(350)	0%	-	(350)	-
VMO dental insurance	(50)	(50)	-	(50)	0%	-	(50)	-
VMO vision insurance	(14)	(14)	-	(14)	0%	-	(14)	-
VMO group life insurance	(103)	(103)	-	(103)	0%	-	(103)	-
Unemployment tax	139	325	-	325	0%	-	325	-
Sick Pay	547	820	-	820	0%	-	820	-
Total fringe benefits	-	-	16,042	(16,042)	0%	21,389	(21,389)	0%
VMO vacation pay	198	198	-	198	0%	-	198	-
Uniforms	205	205	750	(545)	27%	1,000	(795)	21%
Contract service-maintenance	6,692	6,692	779,546	(772,854)	1%	1,039,395	(1,032,703)	1%
Contract services-towing	-	-	9,375	(9,375)	0%	12,500	(12,500)	0%
Cleaning supplies-vehicles	-	-	4,500	(4,500)	0%	6,000	(6,000)	0%
Shop supplies misc	183	183	750	(567)	24%	1,000	(817)	18%
Subtotal fleet maintenance	22,512	35,177	871,117	(835,940)	4%	1,161,488	(1,126,311)	3%
Facility maintenance activities-msc								
Leases and rentals-operating yards or stations	-	-	465,133	(465,133)	0%	620,177	(620,177)	0%
Subtotal facility maintenance activities-ms	-	-	465,133	(465,133)	0%	620,177	(620,177)	0%
Facility maintenance activities-leadville bus barn								
Contract svc - general	75	75	-	75	0%	-	75	0%
Leases and rentals-operating yards or stations	-	133,501	50,929	82,572	262%	67,905	65,596	197%
Subtotal facility maintenance activities-lea	75	133,576	50,929	82,647	262%	67,905	65,671	197%
Facility maintenance activities-								
Leases and rentals-operating yards or stations	24,002	24,002	-	24,002	0%	-	24,002	0%
Subtotal facility maintenance activities-lea	24,002	24,002	-	24,002	0%	-	24,002	0%
Stops and stations								
Contract services-general	-	-	3,000	(3,000)	0%	4,000	(4,000)	0%
Bus stop supplies	-	-	18,750	(18,750)	0%	25,000	(25,000)	0%

EAGLE VALLEY TRANSPORTATION AUTHORITY
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUNDS AVAILABLE
BUDGET VS. ACTUAL - CASH BASIS (NON-GAAP)
For the Current Month and Year-to-Date Ended September 30, 2024
Unaudited

	Current Month Actual	Year to Date			Percent of Prorata Budget	2024 Budget		Percent of YTD Actual to 2024 Budget
		Actual	Prorata Budget	Prorata Variance Over (Under)		2024 Adopted	YTD Over (Under)	
Subtotal stops and stations	-	-	21,750	(21,750)	0%	29,000	(29,000)	0%
General administration								
Admin salaries	92,699	454,377	529,718	(75,341)	86%	706,291	(251,914)	64%
Admin salaries-OT	203	282	-	282	-	-	282	-
Vacation pay	3,799	25,615	-	25,615	-	-	25,615	-
Medicare tax	1,281	7,513	6,276	1,237	120%	8,368	(855)	90%
Social security tax	6,977	33,625	25,424	8,201	132%	33,899	(274)	99%
Retirement	7,343	30,316	-	30,316	-	-	30,316	-
ADMIN Group Health Insurance	(918)	13,516	-	13,516	-	-	13,516	-
ADMIN Dental Insurance	(155)	551	-	551	-	-	551	-
ADMIN Vision Insurance	(36)	41	-	41	-	-	41	-
ADMIN Group Life Insurance	(73)	509	-	509	-	-	509	-
ADMIN Group Disability Insurance	-	1,178	-	1,178	-	-	1,178	-
Unemployment taxes	543	2,243	-	2,243	-	-	2,243	-
Worker's Comp	-	15,336	-	15,336	0%	-	15,336	-
Sick Pay	1,122	1,322	-	1,322	0%	-	1,322	-
Total fringe benefits	3,800	51,352	65,213	(13,861)	79%	86,951	(35,599)	59%
Public notices	-	-	225	(225)	0%	300	(300)	0%
Legal services-general	19,252	165,163	90,000	75,163	184%	120,000	45,163	138%
Legal services-special	-	-	7,500	(7,500)	0%	10,000	(10,000)	0%
Consulting	29,905	112,356	11,250	101,106	999%	15,000	97,356	74%
Printing expense	-	-	375	(375)	0%	500	(500)	0%
Office supplies-general	10	5,198	7,500	(2,302)	69%	10,000	(4,802)	52%
Office supplies-postage	316	353	75	278	471%	100	253	353%
Office supplies-copy machine	-	-	675	(675)	0%	900	(900)	0%
Purchased transportation services	-	1,007,363	6,247,781	(5,240,418)	16%	8,330,374	(7,323,011)	12%
Memberships and subscriptions	119	3,066	16,275	(13,209)	19%	21,700	(18,634)	14%
Travel-meetings/seminars	1,128	8,574	13,875	(5,301)	62%	18,500	(9,926)	46%
Board meeting expenses	273	8,324	10,425	(2,101)	80%	13,900	(5,576)	60%
Employee event expenses	3,010	3,455	1,500	1,955	230%	2,000	1,455	173%
Recruiting employees	(2,607)	14,229	22,500	(8,271)	63%	30,000	(15,771)	47%
Employee recognition	255	255	-	255	0%	-	255	0%
Miscellaneous expense	218	3,162	750	2,412	422%	1,000	2,162	316%
Leases and rentals-other general administration	66,751	66,751	75,056	(8,305)	89%	100,074	(33,323)	67%
Subtotal general administration	235,215	2,036,025	7,132,393	(5,096,368)	29%	9,509,857	(7,473,832)	21%
Finance and accounting								
ACCT-RM salaries	13,000	82,517	119,126	(36,609)	69%	158,835	(76,318.00)	52%
ACCT-RM salaries-ot	-	750	-	750	0%	1,000	(1,000.00)	0%
ACCT-RM Medicare tax	185	1,569	1,734	(165)	90%	2,312	(743.00)	68%
ACCT-RM Social security tax	792	6,710	7,415	(705)	90%	9,887	(3,177.00)	68%
ACCT-RM Retirement	975	6,883	-	6,883	0%	-	6,883.00	-
ACCT-RM Group Health Insurance	(200)	3,348	-	3,348	0%	-	3,348.00	-
ACCT-RM Dental Insurance	(25)	171	-	171	0%	-	171.00	-
ACCT-RM Vision Insurance	(7)	7	-	7	0%	-	7.00	-
ACCT-RM Group Life Insurance	-	103	-	103	0%	-	103.00	-
ACCT-RM Group Disability Insurance	-	209	-	209	0%	-	209.00	-
ACCT-RM Unemployment taxes	122	677	-	677	0%	-	677.00	-
ACCT-RM Vacation Pay	-	9,748	-	9,748	0%	-	9,748.00	-
ACCT-RM Total fringe benefits	-	16,668	25,012	(8,344)	67%	33,349	(16,681.00)	50%
Public notices	-	-	225	(225)	0%	300	(300.00)	0%
Contracted services	10,519	77,530	45,000	32,530	172%	60,000	17,530.00	123%
Audit services	-	9,000	5,625	3,375	160%	7,500	1,500.00	120%
Consulting	-	-	11,250	(11,250)	0%	15,000	(15,000.00)	0%
Insurance-general and auto liability	-	159,826	64,052	95,774	250%	85,402	74,424.00	187%
Insurance-admin	107,400	108,009	4,500	103,509	2400%	6,000	102,009.00	1800%
Bank adjustments/fees	180	340	750	(410)	45%	1,000	(660.00)	34%
Subtotal finance and accounting	132,941	483,315	285,439	197,876	169%	380,585	102,730	127%
Information technology								
IT salaries	22,425	105,371	126,527	(21,156)	83%	168,703	(63,332)	62%
IT salaries-ot	734	1,981	1,125	856	176%	1,500	481	132%
IT Medicare tax	343	1,796	1,945	(149)	92%	2,593	(797)	69%
IT Social security tax	1,465	7,678	8,315	(637)	92%	11,087	(3,409)	69%
IT Vacation Pay	-	5,088	-	5,088	0%	-	5,088	-
IT sick pay	582	582	-	582	0%	-	582	-
IT Retirement	2,165	7,896	-	7,896	0%	-	7,896	-
IT group health insurance	(85)	(85)	-	(85)	0%	-	(85)	-
IT Dental insurance	(40)	156	-	156	0%	-	156	-
IT Vision Insurance	-	14	-	14	0%	-	14	-
IT Group Life Insurance	(50)	54	-	54	0%	-	54	-
IT Group Disability Insurance	-	212	-	212	0%	-	212	-
IT Unemployment tax	117	743	-	743	0%	-	743	-
IT Total fringe benefits	-	11,015	25,205	(14,190)	44%	33,606	(22,591)	33%
Communications	-	-	28,125	(28,125)	0%	37,500	(37,500)	0%
Contracted services	5,982	35,740	75,000	(39,260)	48%	100,000	(64,260)	36%

**EAGLE VALLEY TRANSPORTATION AUTHORITY
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUNDS AVAILABLE
BUDGET VS. ACTUAL - CASH BASIS (NON-GAAP)
For the Current Month and Year-to-Date Ended September 30, 2024
Unaudited**

	Current Month Actual	Year to Date				2024 Budget		
		Actual	Prorata Budget	Prorata Variance Over (Under)	Percent of Prorata Budget	2024 Adopted	YTD Over (Under)	Percent of YTD Actual to 2024 Budget
Computer/network software agreement	54,577	129,858	75,000	54,858	173%	100,000	29,858	130%
Consulting	-	-	75,000	(75,000)	0%	100,000	(100,000)	0%
IT Office Equipment Maintenance	(712)	134	-	134	0%	-	134	-
Computer supplies	-	11,495	56,250	(44,755)	20%	75,000	(63,505)	15%
IT Cyber Insurance	(3,200)	13,145	-	13,145	0%	-	13,145	-
Subtotal information technology	84,303	332,873	472,492	(139,619)	70%	629,989	(297,116)	53%
Planning department								
Admin salaries	8,779	17,168	69,941	(52,773)	25%	93,255	(76,087)	18%
Medicare tax	127	249	1,014	(765)	25%	1,352	(1,103)	18%
Social security tax	544	1,064	4,337	(3,273)	25%	5,782	(4,718)	18%
Retirement	439	658	-	658	0%	-	658	-
Unemployment tax	85	229	-	229	0%	-	229	-
Total fringe benefits	-	-	31,502	(31,502)	0%	42,003	(42,003)	0%
Consulting	14,790	58,933	525,000	(466,067)	11%	700,000	(641,067)	8%
Subtotal planning department	24,764	78,301	631,794	(553,493)	12%	842,392	(764,091)	9%
Marketing and customer service department								
MCS Admin salaries	6,621	43,626	135,835	(92,209)	32%	181,113	(137,487)	24%
MCS Admin salaries-ot	-	-	1,875	(1,875)	0%	2,500	(2,500)	0%
MCS vacation pay	1,615	1,615	-	1,615	0%	-	1,615	-
MCS Medicare tax	116	708	2,133	(1,425)	33%	2,844	(2,136)	25%
MCS Social security tax	496	3,029	9,121	(6,092)	33%	12,161	(9,132)	25%
MCS Retirement	659	3,619	-	3,619	0%	-	3,619	-
MCS Group Health Insurance	(200)	3,178	-	3,178	0%	-	3,178	-
MCS Dental Insurance	(25)	89	-	89	0%	-	89	-
MCS Vision Insurance	(15)	(3)	-	(3)	0%	-	(3)	-
MCS Group Life Insurance	-	75	-	75	0%	-	75	-
MCS Group Disability Insurance	-	152	-	152	0%	-	152	-
MCS Unemployment tax	-	290	-	290	0%	-	290	-
MCS Total fringe benefits	-	4,309	47,235	(42,926)	9%	62,980	(58,671)	7%
Contracted services	11,920	98,473	150,000	(51,527)	66%	200,000	(101,527)	49%
Advertising	1,089	6,661	37,500	(30,839)	18%	50,000	(43,339)	13%
Events expenses	3,989	5,537	7,500	(1,963)	74%	10,000	(4,463)	55%
Printing expense	72	506	9,525	(9,019)	5%	12,700	(12,194)	4%
Supplies	-	17,246	-	17,246	0%	-	17,246	-
Office supplies-postage	36	36	1,313	(1,277)	3%	1,750	(1,714)	2%
Subtotal marketing and customer service	26,373	189,146	402,037	(212,891)	47%	536,048	(346,902)	35%
Total expenditures	1,154,179	4,381,389	13,477,846	(9,096,457)	33%	17,970,454	(13,589,065)	24%
EXCESS OF REVENUES OVER EXPENDITURE	1,568,597	7,740,157	5,141,343	2,598,814	151%	6,855,131	885,026	113%
OTHER FINANCING USES								
Transfer to transit capital fund	-	(1,725,088)	(1,293,816)	(431,272)	133%	(1,725,088)	-	100%
Transfer to air fund	-	-	(600,000)	600,000	0%	(800,000)	800,000	0%
Transfer to housing fund	-	(1,000,000)	(750,000)	(250,000)	133%	(1,000,000)	-	100%
Total other financing uses	-	(2,725,088)	(2,643,816)	(81,272)	103%	(3,525,088)	800,000	77%
NET CHANGE IN FUNDS AVAILABLE	\$ 1,568,597	\$ 5,015,069	\$ 2,497,527	\$ 2,517,542		\$ 3,330,043	\$ 1,685,026	
BEGINNING FUNDS AVAILABLE	10,864,408	7,417,936						
ENDING FUNDS AVAILABLE	\$ 12,433,005	\$ 12,433,005						

EAGLE VALLEY TRANSPORTATION AUTHORITY
TRANSIT CAPITAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUNDS AVAILABLE
BUDGET VS. ACTUAL - CASH BASIS (NON-GAAP)
For the Current Month and Year-to-Date Ended September 30, 2024
Unaudited

	Current Month Actual	Year to Date			Budget			
		Actual	Prorata Budget	Prorata Variance Over (Under)	Percent of Prorata Budget	2024 Adopted	YTD Over (Under)	Percent of YTD Actual to 2024 Budget
REVENUES								
ECO Transit Reserve Transfers	\$ -	\$ 4,934,605	\$ -	\$ 4,934,605	-	\$ -	\$ 4,934,605	-
Interest Revenue	31,160	163,595	-	163,595	-	-	163,595	-
Total revenues	31,160	5,098,200	-	5,098,200	-	-	5,098,200	-
EXPENDITURES								
Total expenditures	-	-	-	-	-	-	-	-
EXCESS OF REVENUES OVER EXPENDITURES	31,160	5,098,200	-	5,098,200	-	-	5,098,200	-
OTHER FINANCING SOURCES								
Transfer from general fund	-	1,725,088	1,293,816	431,272	133%	1,725,088	-	100%
Total other financing sources	-	1,725,088	1,293,816	431,272	133%	1,725,088	-	100%
NET CHANGE IN FUNDS AVAILABLE	\$ 31,160	6,823,288	\$ 1,293,816	\$ 5,529,472		\$ 1,725,088	\$ 5,098,200	
BEGINNING FUNDS AVAILABLE	8,792,128	2,000,000						
ENDING FUNDS AVAILABLE	\$ 8,823,288	\$ 8,823,288						

**EAGLE VALLEY TRANSPORTATION AUTHORITY
AIR FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUNDS AVAILABLE
BUDGET VS. ACTUAL - CASH BASIS (NON-GAAP)
For the Current Month and Year-to-Date Ended September 30, 2024**

	Current Month Actual	Year to Date			Budget			
		Actual	Prorata Budget	Prorata Variance Over (Under)	Percent of Prorata Budget	2024 Adopted	YTD Over (Under)	Percent of YTD Actual to 2024 Budget
REVENUES								
Total revenues	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	-
EXPENDITURES								
Minimum revenue guarantee (MRG)	-	-	600,000	(600,000)	0%	800,000	(800,000)	0%
Total expenditures	-	-	600,000	(600,000)	0%	800,000	(800,000)	0%
EXCESS OF EXPENDITURES OVER REVENUES	-	-	(600,000)	600,000	0%	(800,000)	800,000	0%
OTHER FINANCING SOURCES								
Transfer from general fund	-	-	600,000	(600,000)	0%	800,000	(800,000)	0%
Total other financing sources	-	-	600,000	(600,000)	0%	800,000	(800,000)	0%
NET CHANGE IN FUNDS AVAILABLE	-	-	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	<u>\$ -</u>	
BEGINNING FUNDS AVAILABLE	-	-						
ENDING FUNDS AVAILABLE	<u>\$ -</u>	<u>\$ -</u>						

**EAGLE VALLEY TRANSPORTATION AUTHORITY
HOUSING FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUNDS AVAILABLE
BUDGET VS. ACTUAL - CASH BASIS (NON-GAAP)
For the Current Month and Year-to-Date Ended September 30, 2024
Unaudited**

	Current Month Actual	Year to Date			Percent of Prorata Budget	Budget		
		Actual	Prorata Budget	Prorata Variance Over (Under)		2024 Adopted	YTD Over (Under)	Percent of YTD Actual to 2024 Budget
REVENUES								
Rent-leased properties	\$ 8,336	\$ 9,460	\$ -	\$ 9,460	0%	\$ -	\$ 9,460	-
Rent -owned properties- quail run 1	2,461	6,827	-	6,827	0%	-	6,827	-
Rent -owned properties- quail run 2	-	2,400	-	2,400	0%	-	2,400	-
Rent-leased properties-lake creek village	3,160	5,520	41,040	(35,520)	13%	54,720	(49,200)	0%
Rent-leased properties-gypsum apt	-	800	4,800	(4,000)	17%	6,400	(5,600)	0%
Rent-leased properties-riverdance	800	4,000	20,520	(16,520)	19%	27,360	(23,360)	0%
Rent-leased properties-broadway house	2,600	4,700	-	4,700	0%	-	4,700	-
Rent-leased properties-miller ranch rd.	800	4,000	-	4,000	0%	-	4,000	-
Rent-leased properties-ebv creek	-	2,400	-	2,400	0%	-	2,400	-
Interest revenue	14,674	83,295	-	83,295	0%	-	83,295	-
Total revenues	32,831	123,402	66,360	57,042	186%	88,480	34,922	270%
EXPENDITURES								
Administration of housing programs								
Salaries	-	-	5,250	(5,250)	0%	7,000	(7,000)	0%
Subtotal administration of housing programs	-	-	5,250	(5,250)	0%	7,000	(7,000)	0%
EVTA Owned housing-QR1								
Rental expenses	1,591	1,591	-	1,591	0%	-	1,591	0%
Subtotal EVTA leased housing-lcv	1,591	1,591	-	1,591	0%	-	1,591	0%
EVTA Owned housing-QR2								
Rental expenses	-	-	-	-	0%	-	-	0%
Subtotal EVTA leased housing-lcv	-	-	-	-	0%	-	-	0%
EVTA leased housing-lcv								
Materials and supplies	-	-	975	(975)	0%	1,300	(1,300)	0%
Lease payments-lcv	17,952	23,098	54,720	(31,622)	42%	72,960	(49,862)	406%
Subtotal EVTA leased housing-lcv	17,952	23,098	55,695	(32,597)	41%	74,260	(51,162)	414%
Housing operations-gypsum apt								
Materials and supplies	-	-	975	(975)	0%	1,300	(1,300)	0%
Lease payments-gypsum	-	-	12,600	(12,600)	0%	16,800	(16,800)	0%
Subtotal housing operations-gypsum apt	-	-	13,575	(13,575)	0%	18,100	(18,100)	0%
Housing operations-riverdance								
Materials and supplies	-	-	975	(975)	0%	1,300	(1,300)	0%
Lease payments-riverdance	20,109	47,792	43,200	4,592	111%	57,600	(9,808)	286%
Subtotal Housing operations-riverdance	20,109	47,792	44,175	3,617	108%	58,900	(11,108)	293%
Housing operations-ebv								
Materials and supplies	-	-	-	-	0%	-	-	0%
Lease payments-riverdance	19,278	19,278	-	19,278	0%	-	19,278	0%
Subtotal Housing operations-riverdance	19,278	19,278	-	19,278	0%	-	19,278	0%
Total expenditures	58,930	91,759	118,695	(26,936)	77%	158,260	(66,501)	269%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(26,099)	31,643	(52,335)	83,978	-60%	(69,780)	101,423	267%
OTHER FINANCING SOURCES								
Transfers from general fund	-	1,000,000	750,000	250,000	133%	1,000,000	-	0%
Total other financing sources	-	1,000,000	750,000	250,000	133%	1,000,000	-	0%
NET CHANGE IN FUNDS AVAILABLE	\$ (26,099)	\$ 1,031,643	\$ 697,665	\$ 333,978		\$ 930,220	\$ 101,423	
BEGINNING FUNDS AVAILABLE	2,057,742	1,000,000						
ENDING FUNDS AVAILABLE	\$ 2,031,643	\$ 2,031,643						

Invoice #	Date of Service	Vendor	GL Code	Description	Amount Due
75x7 2024-09	9/5/2024	CEBT	51-506080-0000	Group Health Insurance	\$107,399.67
2024-2025 October	10/1/2024	Eagle County Facilities	01-50-512120-0000	MSC Facility Monthly Lease Payment Oct 24	\$66,750.67
PI00024560	8/27/2024	Clever Devices Ltd	01-52-503030-0011	Hosting Project PM1b	\$34,309.00
INV01028	9/6/2024	Town of Avon	01-33-512060-0000	Town of Avon-Leases and Rentals	\$24,002.10
#:6682	9/9/2024	Collins Cole Winn & Ulmer, PLLC	01-50-503030-0005	August Legal Services Invoice	\$19,252.00
21813127	9/3/2024	Pinnacol Assurance	01-52-502080-0000	Workers Comp	\$15,517.00
13932	9/1/2024	Shuttle Bus Leasing	01-10-514000-1000	Operating Leases-3 Gillig Buses	\$15,000.00
10058	9/13/2024	Statewide Internet Portal Authority	01-52-503030-0011	Annual Microsoft licensing	\$14,581.60
September 1st 2024-Monthly rate	9/1/2024	Eagle County Housing & Development A.	04-91-512130-0000	Rent: CMC ECHDA Sep"24	\$9,948.00
209-1	8/31/2024	Community Resource Services of Colorado	01-51-503030-0009	Accounting Services	\$8,699.00
2090	8/28/2024	Government Performance Solutions, Inc	01-50-503030-3250	Consulting, Transition Project Management	\$8,478.75
81924	8/19/2024	Arthur N Gaudet & Associates Inc	01-10-509020-0001	Runn Cutting/Training Workshop	\$7,500.00
15539	8/15/2024	Signature Signs, Inc	01-54-503030-3240	Bus Wrapping Project	\$5,424.00
2024-0002	8/2/2024	Kimber Walker	01-53-503030-3250	Run Cutting Services	\$4,950.00
2024-0003	9/15/2024	Kimber Walker	01-53-503030-3250	Consulting-Winter Schedule Run-cutting	\$4,840.00
09 01 2024	8/27/2024	Fcap River Dance	04-91-512130-0000	River Dance September Rent	\$4,800.00
9202024	10/1/2024	River Dance	04-93-407990-200	River Dance Rent	\$4,800.00
412 092024	9/1/2024	Trybe Property Management, LLC	04-93-407990-2000	Eby Creek rent and utilities for Sep' 24	\$3,456.68
307 092024	9/1/2024	Trybe Property Management, LLC	04-93-407990-2000	Eby Creek rent and utilities for Sep' 24	\$3,283.43
302 092024	9/1/2024	Trybe Property Management, LLC	04-93-407990-2000	Eby Creek rent and utilities for Sep' 24	\$3,253.98
412 102024	9/1/2024	Trybe Property Management, LLC	04-93-407990-2000	Eby Creek rent and utilities for Oct' 24	\$3,240.45
307 102024	9/1/2024	Trybe Property Management, LLC	04-93-407990-2000	Eby Creek rent and utilities for Oct' 24	\$3,032.45
302 102024	9/1/2024	Trybe Property Management, LLC	04-93-407990-2000	Eby Creek rent and utilities for Oct' 24	\$3,011.45
#09 01 2024	9/1/2024	Eagle County Housing and Development Authority	04-91-512130-0000	Rent: 431 Broadway	\$3,000.00
2102	9/1/2024	Richard Cooper- KRC Properities	04-91-512130-0000	KRC Properities September Rent	\$3,000.00
#:2024-08-01	8/1/2024	Eagle County Housing & Development A.	04-91-512130-0000	Rent: Broadway Aug'2024	\$3,000.00
15574	9/1/2024	Signature Signs Inc.	01-54-503030-3240	Bus Wrapping Project	\$2,712.00
15514	8/6/2024	Signature Signs, Inc	01-54-503030-3240	Bus Wrapping Project	\$2,712.00
186308	8/30/2024	Collett Enerprises, Inc	01-21-504010-0101	Lubricants-Oil (DEF,etc)	\$2,620.25
1013935	7/30/2024	Eagle Valley Temps	01-22-503990-0004	Contract Services Maintanance -Bus Washer	\$2,202.63
10047	9/6/2024	Statewide Internat Portal Authority	01-52-503030-0011	EVTA-DB Azure license	\$2,061.54
240809	8/1/2024	Graves Consulting	01-50-503030-3250	Fees for services on creation of employment guidlines and pay practices	\$2,000.00
240918	9/1/2024	Graves Consulting	01-50-503030-3250	Fees for services on creation of employment guidlines and pay practices	\$2,000.00
32-201 0824	8/7/2024	Lake Creek Village	04-91-512130-0000	Rent for Aug	\$1,851.77
#:9	9/4/2024	Capital Government Contract Specialist	01-53-503030-3250	PM assistance for 10 year project	\$1,800.00
32-201 09/09/2024	9/1/2024	Lake Creek Apartment	04-93-407990-2000	Rent for Sep 2024 Unit 32-201	\$1,772.94
04-104 09/09/2024	9/9/2024	Lake Creek Apartment	04-93-407990-2000	Rent for Sep 2024 Unit 04-104	\$1,732.43
23-202 09/11/2024	9/11/2024	Lake Creek Apartment	04-93-407990-2000	Rent for Sep 2024 Unit 23-202	\$1,673.51
20-103 09/09/2024	9/9/2024	Lake Creek Apartment	04-93-407990-2000	Rent for Sep 2024 Unit 20-103	\$1,661.08
3577	8/27/2024	Forward Tech Solutions	01-52-503030-0010	Laptop doking hubs	\$1,170.00
1939	9/6/2024	HyFyve	01-54-503030-3240	Bus stop signs	\$1,072.50
1014 047	8/25/2024	Eagle Valley Temps	01-22-503990-0004	Temps for wash bay and sticker removal project	\$1,005.00
E33821	8/31/2024	KNS Broadcasting	01-54-503030-3260	Radio Ads	\$1,000.00
1940	9/6/2024	HyFyve	01-54-503030-3240	Printed/Web Schedule Re-Design	\$990.00
1215	8/15/2024	Anka Enerprises - Ursula Hyden	01-50-503030-3250	Accounting and bookkeeping services	\$918.75
1014025	8/20/2024	Eagle Valley Temps	01-22-503990-0004	Contract Services Maintanance -Bus Washer	\$854.25
9272024	9/27/2024	Consuelo Hernandez	04-93-407990-2000	Housing cleaning	\$560.00
1014102	9/10/2024	Eagle Valley Temps	01-22-503990-0004	Contract Services-Temp for Wah Bay	\$536.00
1013998	8/13/2024	Eagle Valley Temps	01-22-503990-0004	Contract Services Maintanance -Bus Washer	\$536.00
1013997	8/13/2024	Eagle Valley Temps	01-22-503990-0004	Contract Services Maintanance -Bus Washer Help	\$536.00
1014129	9/17/2024	Eagle Valley Temps	01-22-503990-0004	Contract Services Maintanance -Bus Cleaner	\$519.25

#:1014080	9/3/2024	Eagle Valley Temps	01-22-503990-0004	Part time wash bay coverage, Sunday-Monday	\$502.50
13554304	8/31/2024	Loomis	01-51-503030-0009	Contract Services- Armored Car/Money pickup	\$464.98
#:000317	8/27/2024	Rocky Mountain Taco - Chris McGinnis	01-54-503030-3270	Core Transit celebration week	\$432.00
2382	9/1/2024	Quail Run Association	04-91-512130-0000	HOA Dues Unit 107-2	\$300.00
2378	9/1/2024	Quail Run Association	04-91-512130-0000	HOA Dues Unit 106-4	\$300.00
2310	8/1/2024	Quail Run Association	04-91-512130-0000	HOA Dues Unit 107-2	\$300.00
2450	10/1/2024	Quail Run	04-93-407990-2000	Quail Run 106-4	\$300.00
ECO0824	9/6/2024	Unifirst	01-22-503030-0014	Uniforms	\$205.67
501052312	9/19/2024	Holy Cross Energy	04-93-407990-2000	Utilities quail Run #4	\$131.64
186235	8/22/2024	Collett Enerprises, Inc	01-21-504010-0101	Lubricants-Oil (Hydraulic Fluid)	\$124.05
7416046158	9/6/2024	Black Hills Energy	04-93-407990-2000	Utility Bill from Quail Run unit106-04	\$110.64
2436 379	8/28/2024	Parkville Water District	01-32-503050-0010	Contract Services- Leadville Bus Burn	\$75.10
501083517	9/19/2024	Holy Cross Energy	04-93-407990-2000	Utilities quail Run #2	\$45.65
130023504	9/12/2024	Holy Cross Energy	04-93-407990-2000	Electrical Bill Unit 23-202	\$43.57
130012104	9/12/2024	Holy Cross Energy	04-93-407990-2000	Electrical Bill Unit 32-201	\$27.45
130003304	9/12/2024	Holy Cross Energy	04-93-407990-2000	Electrical Bill Unit 4-104	\$20.30
130018805	9/12/2024	Holy Cross Energy	04-93-407990-2000	Electrical Bill Unit 20-103	\$17.54
		Total			\$842,870.10



To: The Eagle Valley Transportation Authority d/b/a Core Transit Board
From: Tanya Allen, Core Transit Executive Director

Meeting Date: 10/9/2024

SUBJECT: Revised Donation Policy

RECOMMENDED ACTIONS: Approval of the Core Transit Donation Policy as revised.

BACKGROUND:

At the September 11 meeting the board reviewed a proposed donation policy. Following board discussion, a revised policy is being presented for review and approval.

Upon approval of the policy staff will develop implementation procedures and publish them on our website, with the intent of implementing the new procedures for the 2025 budget year.

FINANCIAL CONSIDERATIONS: A donation line item will be included in future organizational budgets, if desired.

ATTACHMENTS:

1. Revised Core Transit Donation Policy



AUTHORITY POLICY

Policy Name:	Donation Policy				
Approval Authority:	Board of Directors	Adopted:		Last Reviewed:	October 2024
Responsible Administrator:	Executive Director	Revised:	Not Yet Revised		

PURPOSE/AUTHORITY

The Core Transit Board of Directors (“Board”), utilizing its authority to establish rules and policies, has developed this Donation Policy to effectively manage Core Transit’s requests for donations. This policy aims to provide clear guidelines for evaluation and approval of donation requests that align with Core Transit’s mission and values. Core Transit is committed to supporting the communities it serves through contributions to programs that strengthen our mission and goals related to public transit operations.

The funds for this donation policy will be allocated annually by the board of directors. This policy gives staff the discretion to approve certain donation requests as set forth below. Donation requests that exceed the individual request threshold and/or requests received after the annual budgeted amount is reached may be brought to the Board for review and approval.

This policy is intended to address occasional small requests received by Core Transit staff throughout the year. Large-scale requests such as multi-day event partnerships will be brought to the Board for discussion and approval.

REVIEW

Requests for donations from Core Transit will be considered if the donations are intended for organizations that are recognized as charitable in nature. The requesting organization must be a non-profit entity that is exempt from federal income tax under I.R.S. 501(c)(3) or similar in good standing with the Secretary of State in their state of registration, or another governmental entity. **Requests for monetary donations will not be considered.**

All donations are encouraged to support Core Transit's efforts in promoting and raising awareness for marketing benefits. Requests will be considered until the allocated budget amount is met. Listed below are the types of donations available through Core Transit:

- The types of passes available for donation include:
 - 30-Day Passes
 - 10-Ride Passes
 - 1-Day Passes
 - Each organization may request passes with a total value of up to \$200.
- Core Transit is willing to donate transit services, with a limit of \$2,500 per request. Value of transit services will be calculated using Core Transit's fully loaded hourly cost.
- Organizations may only submit one request per year.



To: The Eagle Valley Transportation Authority d/b/a Core Transit Board
From: Scott Robinson, Deputy Director

Meeting Date: 10/9/2024

SUBJECT: Capitalization policy

RECOMMENDED ACTIONS: Approve the capitalization policy as presented.

Background

It is an industry standard to have a Board approved capitalization policy. The Authority does not currently have a capitalization policy.

The primary purpose of this Capitalization Policy is (a) to provide direction to staff for handling estimates within generally accepted accounting principles for governmental entities as applied to capital assets, and (b) to establish policy so reporting requirements can be met for capital assets, infrastructure assets, and depreciation of assets. Reporting requirements are established by the Governmental Accounting Standards Board (GASB).

FINANCIAL CONSIDERATIONS: N/A

ATTACHMENTS:

- Core Transit Capitalization Policy



AUTHORITY POLICY

Policy Name:	Capitalization Policy				
Section #:	TBD	Section Title:	TBD		
Approval Authority:	Board of Directors	Adopted:	TBD	Last Reviewed:	NA
Responsible Administrator:	Director of Finance	Revised:	Not Yet Revised		

Purpose

The primary purpose of this Capital Asset Policy is (a) to provide direction to staff for handling estimates within generally accepted accounting principles for governmental entities as applied to capital assets, and (b) to establish policy so reporting requirements can be met for capital assets, infrastructure assets, and depreciation of assets. Reporting requirements are established by the Governmental Accounting Standards Board (GASB). Included in this policy are capital asset definition, capitalization thresholds, and depreciation methodologies. Additionally, guidelines for construction in progress and estimated useful lives of capital assets table have been included.

Capital Asset Definitions and Guidelines

Capital assets are real or personal property that have a value equal to or greater than the capitalization threshold for the particular classification of the asset and have an estimated useful life of greater than one year. The intent of capitalizing assets owned by the Authority is to spread the cost of an asset over the useful life of the asset rather than show the entire acquisition cost as an expense in the year it was acquired.

The Authority may invest in a broad range of capital assets used in the Authority’s operations, including but not limited to:

- Land and land improvements
- Buildings
- Improvements other than buildings
- Vehicles, machinery, and equipment
- Infrastructure
- Construction in progress

Capital Asset Classification

Assets purchased, constructed, or donated that meet or exceed the established capitalization thresholds as set by this policy must be uniformly classified, utilizing the Authority's defined account code structure. Included in the account code structure are codes that can be used to accurately define the components of buildings or other assets as required by GASB.

Each asset class contains an estimated useful life value (expressed in years). The values are based upon historical state or federal data for each asset class. The Authority will follow the appropriate accounting standards for establishing the historical cost for each asset.

Capitalization Thresholds

Any asset purchased or received by the Authority that exceeds an initial cost of \$5,000 or more and an estimated useful life of greater than one year must be treated as capital asset. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life will not be added to the value of the asset. Capital assets with a value under the applicable capitalization thresholds will be expensed in the year purchased and recorded as such on the financial statements.

If a grant agreement requires an asset to be accounted for as a capital asset and does not meet the thresholds above, then that asset must be accounted for as a capital asset.

If an asset costs less than the capitalization threshold but it is a part of a capital project where the total project cost is greater than the threshold above, such expenditure is capitalized.

There may be a situation where an asset needs to be capitalized and tracked because of its high-risk nature such as computer equipment. Such asset is capitalized even if it does not meet the threshold above. In any special situation, professional judgment of staff is used to decide capitalization that is consistent with the industry standards.

Capital Asset Acquisition Cost

Capital assets should be recorded and reported in the capital asset ledger at historical cost. This includes the vendor's invoice (plus the value of any trade-in), ancillary charges such as freight and transportation charges, site preparation costs, professional fees, initial installation costs (excluding in-house labor), modifications, attachments, accessories, and apparatus necessary to make the asset usable and render it in service.

Capital Asset Donations

GASB Statement No. 33, *Accounting and Financial Reporting for Non-Exchange Transactions*, defines a donation as a voluntary non-exchange transaction entered into willingly by two or more parties. Both parties may be governments, or one party may be a non-governmental entity, including an individual.

Donated capital assets should be reported at their estimated fair value at the date of donation.

Depreciating Capital Assets

Most capital assets are depreciated over their estimated useful lives. Land, easements, and works of art have an indefinite useful life and are not depreciable.

The straight-line depreciation method (historical cost divided by useful life) will be used. The acquisition date will govern when an asset is placed in service. An asset is considered placed in service on the date it became available for use and is being used for the purpose intended when purchased or constructed.

The asset will be depreciated using half-year convention in the first and last year of service.

Construction in Progress

Construction in progress is capitalized cost related to a tangible capital asset that is not yet substantially ready to be placed in service.

Depreciation is not applicable while assets are accounted for as construction in progress. Thus, assets under construction in progress are not depreciated.

Useful Life of Capital Assets for Depreciation

ASSET	ESTIMATED USEFUL LIFE
Building & Improvement	30 Years
Land Improvement Equipment	20 Years
Furniture	7 Years
Support Vehicles	7 Years
Buses	12 years or 500,000 miles
Computer Equipment	5 Years
Software	3 Years
Intangible Assets	3 Years

For any item not listed above, the useful life is determined by general practice and industry standard.

Terms

Accumulated depreciation – The portion of the cost of a tangible capital asset that has been recognized as depreciation expense.

Acquisition costs – Costs incurred to purchase, construct, or develop a capital asset.

Book value (aka carrying value) – The recorded value of a capital asset less accumulated depreciation.

Capitalization threshold – The dollar amount below which items are not capitalized because the benefits of capitalization would not exceed the costs.

Depreciation – The systematic and rational distribution of the cost of a tangible capital asset over its estimated useful life.

Depreciation expense – The portion of the cost of a tangible capital asset allocated to the current period.

Fair value – The amount that could reasonably be expected to result from a sale of a capital asset between a willing buyer and a willing seller.

Historical cost – The cost actually incurred to acquire a capital asset.

Indefinite useful life – A situation in which there is no foreseeable

limit to the period over which a capital asset is expected to provide service capacity to the Authority.

Straight-line – A method of depreciation that allocates the cost of a capital asset equally over its estimated useful life.

Tangible capital asset – A capital asset with a physical form.

Useful life – The period during which a capital asset provides service.



To: The Eagle Valley Transportation Authority d/b/a Core Transit Board
From: Tanya Allen, Executive Director; Dave Snyder, Director of Transportation; Dave Rogers, Director of Finance; & Scott Robinson, Deputy Director

Meeting Date: 10/09/2024

SUBJECT: FY25 Budget – Draft Budget Delivery

RECOMMENDED ACTIONS: N/A – For informational purposes only.

Upcoming FY25 Budget Prep Schedule

1. *October 4* – Staff delivers a draft budget to the Core Transit Board in the October 11 board meeting packet. The delivery of the budget in October is meant to meet the mandatory state deadline of October 15 and allow board members time to review the budget prior to the budget work session scheduled for Monday, October 21. We are not planning to discuss the proposed budget at the October 11 meeting.
2. *October 21, 9:00 a.m.-12:00 p.m. Avon Town Hall* – Budget Work Session with Core Transit Board. This will include a brief presentation from budget directors and provide the Core Transit Board with an opportunity to provide budget direction to staff.
3. *November 8* – Staff deliver a final budget in the November 13 board meeting packet.
4. *November 13* – Publicly noticed budget hearing and a board vote to adopt FY25 budget. Public comment regarding the proposed budget will be heard at this time.



5. *January 31, 2026* – Deadline to submit budget with the Department of Local Affairs (DOLA).

Core Transit Budget Structure

The 2025 Core Transit Budget will be comprised of 4 separate funds:

1. *General Fund*: Made up of the bulk of business activities including administration and operation of transit and surface transportation programs.
2. *Capital Fund*: All vehicles/equipment/facilities capital investment, with the exception of housing.
3. *Air Service Fund*: Funding for Minimum Revenue Guarantees. The fund currently shows revenue from the general fund and an expense of \$1.2M. This is consistent with board direction in the August 2024 board meeting.
4. *Housing Fund*: This fund includes all housing-related activity to more easily quantify costs and assess the merit of activities in this area. Staff are proposing a revenue transfer about \$420,000 to keep the balance at \$2M for FY2025 while a full analysis of the current housing program can be completed in 2025.

FY25 Budget Revenue Overview

Sales Tax Revenue

Background: Core Transit receives the overwhelming majority of our revenue from two main sales tax collections: the 0.5% EVTA/Core Transit Sales Tax and the County-wide 0.5% Mass Transit Sales Tax that previously funded ECO Transit. It's important to note the details of each



collection.

County-wide 0.5% Mass Transit Sales Tax (aka the “ECO” Sales Tax):

- Collected by Eagle County Government (ECG) throughout all of Eagle County.
- The portion of this tax collected in the Roaring Fork Valley is transferred to the Roaring Fork Transportation Authority (RFTA) to fund transit and trails in the RFTA service area.
- The ballot language authorizing this tax requires that 10% be set aside for trail purposes.
- Per the Transition Framework included as Appendix D in the EVTA/Core Transit IGA, ECG intends to retain between 10-15% of this annually to support activities related to the Eagle Valley Trail
- Per state law, there is a 1% treasurer fee retained by ECG calculated on the amount due to Core Transit.

EVTA/Core Transit Sales Tax:

- Collected by the Department of Revenue on behalf of Core Transit in our member jurisdiction boundaries only (excludes Town of Gypsum and portions of Eagle County in Roaring Fork Valley).
- Deposited monthly directly into a Core Transit bank account.

Staff Recommendation for 2025 sales tax revenue projections: Staff have worked with a group of member jurisdictions to determine a conservative estimate for 2025 sales tax collections. Staff also received economic data from the Vail Valley Partnership. All of the research conducted by staff led to the current recommendation of flat sales tax growth from 2024 to 2025. Please note the 2025 numbers presented in the table below are based on 2024 actuals and more refined projections for the remainder of 2024.



Core Transit Sales Tax Collection

	2024*	2025
ECO Sales Tax	\$11,309,816	\$11,748,000
Core Transit Sales Tax	\$12,750,955	\$12,600,000

**These numbers come from the 2024 Core Transit adopted budget.*

Grant Revenue (non-capital): Core Transit expects to receive \$446,416 in regular 5311 Admin/Operating grant assistance and \$32,000 in 5304 Planning grant assistance from the Federal Transit Administration (FTA) in 2025. 5311 funding is a formula-based amount, received annually and administered via CDOT. It is reimbursement based and is used to offset qualified operating costs, such as salaries, wages, and benefits. The current amount is based on CDOT estimates and will be finalized later in the year.

Capital grant revenue is recorded in the Transit Capital Fund.

Investment Income: Staff opted for a conservative number reflecting known returns on the Authority’s term investments that will mature in 2024.

Other Revenues: Core Transit continues to collect fare revenue on routes serving non-member jurisdictions included in the legacy ECO Transit service area (Town of Gypsum and Lake County/Leadville). These numbers also reflect revenue from contracted service with the MIRA bus, Eagle County Healthy Aging, and on-board advertising.

FY25 Budget Expense Overview

Wages & Benefits: The transportation industry is a service-oriented field that recognizes the connection between investing in employees and delivering safe, welcoming, and dependable service. As a result, this area accounts for a significant portion of our operating expenditures -



about 53%. This amount includes Wages, Overtime, Employer paid taxes, Retirement Funding, Workers Compensation Insurance and Health Insurance premiums for employees (less any employee contributions).

The draft budget accounts for between 93-105 full-time and seasonal employees, with the expectation of some difference between summer and winter staffing levels.

Per board direction in September 2024, a proposed wage increase of 3.5% was included for all management and open range positions. Staff on the step plan will also see a 3.5% increase after they hit their 12-month service anniversary. The current Step Plan Structure and Open Ranges are included in this budget delivery.

Purchased Transportation: Purchased Transportation expenses reflect the continued use of SP+ as a contractor augmenting Core's transit operation on selected routes.

Consulting & Purchased Services: The bulk of this item is made up of consultant costs associated with the completion of the 10-year plan that got underway in mid-2024. Remaining costs for that project have been re-budgeted for 2025. This item also includes legal costs, ERP implementation costs, audit expenses, and design work associated with planned safety improvements at the Lake Creek Village bus stop previously budgeted under Eagle County.

Property Leases: Core Transit currently leases a large portion of the Eagle County Government owned MSC facility. With an annual rent escalation occurring in August 2025, the budgeted amount for FY25 is \$811,020.64. With a growing staff and limited space in the MSC facility, staff have been exploring office space opportunities in the Avon area. This budget includes an estimate of rent and other associated costs if the board were to approve a lease for an additional office space. Core



Transit also leases 12 bus bays at Avon's Swift Gulch Facility.

Minimum Fund Balance: Core Transit does not yet have a formal policy regarding minimum fund balances. ECO Transit traditionally maintained a minimum fund balance of no less than 3 months (25%) of annual operating expenditures net of one-time capital outlays, an Eagle County requirement. We recommend maintaining this standard until a specific Core Transit policy is developed.

Capital Fund: This fund includes the payment for the five new Gillig Hybrid buses approved by the Core Board in 2024; three more bus refurbishments planned for 2025; and the acquisition of one grant-funded diesel bus on an existing contract currently being transferred over from Eagle County. Additionally, we will replace three support vehicles with AWD plug-in hybrid vehicles. Staff are actively developing a 10-year capital replacement plan alongside Fehr & Peers, the consultants executing our 10-year transit plan development.

FINANCIAL CONSIDERATIONS: N/A

**GENERAL FUND
2025 PROPOSED BUDGET
FOR THE YEAR ENDING DECEMBER 31, 2025**

Name	Gross
REVENUES	
FAREBOX REVENUE	108,000
EMPLOYER BULK PASS SALES	36,000
DIRECT PASS SALES REVENUE	9,600
MOBILE FARE SALES REVENUE	96,000
ON BOARD BUS ADVERTISING REVENUE	10,000
INTEREST REVENUE	600,000
EVTA SALES TAX	12,600,000
ECO TRANSIT SALES TAX TRANSFERS	11,748,000
SEC 5304 OPERATING REVENUE	32,000
SEC 5311 OPERATING REVENUE	446,416
SERVICE AGREEMENT REVENUE -MIRA	110,000
SERVICE AGREEMENT REVENUE - HHS	97,200
Total Revenues	25,893,216
EXPENDITURES	
Administration of Vehicle Operations	
ADMIN SALARIES	1,484,315
ADMIN SALARIES-OT	133,481
MEDICARE TAX	23,458
SOCIAL SECURITY TAXES	100,303
RETIREMENT	129,424
UNIFORMS	13,500
CONSULTING	159,996
COMPUTER SUPPLIES	26,000

COMPUTER/NETWORK SOFTWARE AGMT	32,040
TEMPORARY HELP SERVICES	40,000
PRINTING EXPENSE	300
OFFICE SUPPLIES-GENERAL	8,000
MATERIALS & SUPPLIES	3,000
TRAVEL-MEETINGS/SEMINARS	5,250
TRAINING/WORKSHOP	7,500
EMPLOYEE EVENT EXPENSES	7,500
STAFF APPROVED DONATIONS	15,000
MISCELLANEOUS EMPLOYEE REIMBURSEMENTS	1,000
BUS RODEO EXPENDITURES	1,200
VEHICLE OPERATING LEASES	180,000
Total Dept Expenses	2,371,266
Vehicle Operations	
OPERATOR WAGES - FT	4,025,649
OPERATOR WAGES OVERTIME - FT	291,730
MEDICARE TAX	62,602
SOCIAL SECURITY TAXES	267,678
RETIREMENT	345,390
Total Dept Expenses	4,993,049
Administration of Paratransit Operations	
PARATRANSIT CONTRACT SVC-TOWING	2,000
CONTRACT SERVICES	13,000
PARATRANSIT FUEL-Unleaded	6,060
PARATRANSIT REPAIR PARTS	4,800
Total Dept Expenses	25,860
Paratransit Operations	
PARATRANSIT OPERATOR WAGES	235,365
PARATRANSIT OPER WAGES OT	26,098
MEDICARE TAX	3,791
SOCIAL SECURITY TAXES	16,211

RETIREMENT	20,917
Total Dept Expenses	302,383
Safety and Training Department	
ADMIN SALARIES	181,763
STAFF OT	9,826
MEDICARE TAX	2,778
SOCIAL SECURITY TAXES	11,878
RETIREMENT	15,327
ID BADGE SUPPLIES	500
MEDICAL-EXAMS AND TESTING	23,000
CONTRACTED SERVICES	12,000
CONSULTING	3,000
SECURITY SERVICES	7,500
SUBSTANCE ABUSE PROGRAM AUDITS	2,000
CAMERA MAINTENANCE AGREEMENT	22,800
OFFICE SUPPLIES-GENERAL	1,000
MATERIALS & SUPPLIES	1,000
TRAINING SUPPLIES	1,350
EMERGENCY PREPAREDNESS SUPPLIES	1,000
MEMBERSHIPS & SUBSCRIPTIONS	1,000
TRAVEL-MEETINGS/SEMINARS	1,750
TRAINING/WORKSHOP	2,000
EMPLOYEE EXPENSES	1,000
MISCELLANEOUS EXPENSE	6,000
CONSULTING GENERAL	6,000
Total Dept Expenses	314,472
Administration of Fleet Maintenance Activities	
ADMIN SALARIES	97,619
MEDICARE TAX	1,415
SOCIAL SECURITY TAXES	6,052
RETIREMENT	7,810
TEMPORARY HELP SERVICES	74,880

OUTSIDE REPAIR-SUPPORT VEHICLE	2,250
LUBRICANTS-OIL	36,000
FUEL-UNLEADED	21,600
FUEL-DIESEL	1,260,000
OFFICE SUPPLIES-GENERAL	2,500
TRAVEL-MEETINGS/SEMINARS	3,000
EMPLOYEE EVENT EXPENSES	2,300
Total Dept Expenses	1,515,427
Fleet Maintenance	
FLEET CARE TECH SALARIES	175,390
FLEET CARE TECH OT	19,448
MEDICARE TAX	2,825
SOCIAL SECURITY TAXES	12,080
RETIREMENT	15,587
UNIFORMS	1,000
FIRE EXTINGUISHERS	12,000
RADIO MAINTENANCE	22,000
EQUIPT REPAIRS-SHOP EQUIPMENT	23,000
CONTRACT SVC-MAINT	2,416,000
CONTRACT SVC - TOWING	25,000
COSMETIC MAINTENANCE EXTERIOR	50,000
CLEANING SUPPLIES-VEHICLES	14,400
SHOP SUPPLIES MISC	5,000
MECHANIC TOOLS/SHOES	6,350
SMALL TOOLS & EQUIPMENT	1,500
DECALS-FIXED ROUTE	5,000
REPAIR PARTS- FIXED ROUTE	62,496
PERMITS & LICENSES	500
Total Dept Expenses	2,869,576
Facility Maintenance Activities - MSC	
CONTRACT SVC-GENERAL	12,000
PLUMBING RELATED EXPENDITURES	10,000

Total Dept Expenses	22,000
Facility Maintenance Activities - Leadville Bus Barn	
CONTRACT SVC-GENERAL	15,000
CONTRACT SERVICES-A/C	18,000
CLEANING SUPPLIES-LEADVILLE	1,000
UTILITIES LEADVILLE	6,720
Total Dept Expenses	40,720
Facility Maintenance Activities - Avon Swift Gulch	
CONTRACT SVC-GENERAL	142,212
ELECTRICAL RELATED EXPENDITURE	5,000
LEASES AND RENTALS - OPERATING YARDS OR STATIONS	117,264
Total Dept Expenses	264,476
Facility Maintenance Activities - Stops and Stations	
ADMIN SALARIES	82,800
MEDICARE TAX	1,201
SOCIAL SECURITY TAXES	5,134
RETIREMENT	6,624
CONTRACT SVC-GENERAL	117,320
EQUIPMENT RENTAL	5,000
SUPPLIES AND MATERIALS	5,000
FUEL-UNLEADED	12,000
BUS STOP SUPPLIES	35,000
UTILITIES - SHELTERS	2,000
Total Dept Expenses	272,078
General Admin (includes HR, Legal)	
ADMIN SALARIES	1,021,545
MEDICARE TAX	14,812
SOCIAL SECURITY TAXES	63,336
RETIREMENT	81,724
PUBLIC NOTICES	500

BENEFIT MANAGEMENT EXPENSES	49,000
LEGAL SVCS-LABOR COUNSEL	14,525
LEGAL SVCS-GENERAL	96,000
LEGAL SVCS-SPECIAL	11,250
CONSULTING	31,000
ORGANIZATIONAL SERVICES	19,776
PRINTING EXPENSE	1,100
OFFICE SUPPLIES-GENERAL	34,400
OFFICE SUPPLIES-POSTAGE	1,549
OFFICE SUPPLIES-COPY MACHINE	7,300
PURCHASED TRANSPORTATION SERVICES	1,680,000
MEMBERSHIPS & SUBSCRIPTIONS	54,065
TRAVEL-MEETINGS/SEMINARS	14,800
TRAINING/ WORKSHOP	7,200
BOARD MEETING EXPENSES	20,250
EMPLOYEE DEVELOPMENT PROGRAM	19,000
EMPLOYEE EVENT EXPENSES	27,750
EMPLOYEE WELLNESS PLAN EXPENSE	36,000
RECRUITING EMPLOYEES	41,480
EMPLOYEE RECOGNITION	203,500
MISCELLANEOUS EXPENSE	1,400
LEASES AND RENTALS - OTHER GENERAL ADMINISTRATION FACILITIES	1,000,021
Total Dept Expenses	4,553,282
Finance and Accounting	
ADMIN SALARIES	255,898
MEDICARE TAX	3,711
SOCIAL SECURITY TAXES	15,866
RETIREMENT	20,472
UNEMPLOYMENT TAXES	22,000
PUBLIC NOTICES	500
CONTRACTED SERVICES	30,000
AUDIT SERVICES	15,500
CONSULTING	45,000

INSURANCE-GNRL & AUTO LIABILITY	395,403
INSURANCE-LOSSES	50,000
INSURANCE PREMIUM-WC	231,996
INSURANCE-ADMIN	1,434,360
MEMBERSHIPS & SUBSCRIPTIONS	39,230
TRAVEL-MEETINGS/SEMINARS	2,000
Total Dept Expenses	2,561,934
Information Technology	
ADMIN SALARIES	320,389
MEDICARE TAX	4,646
SOCIAL SECURITY TAXES	19,864
RETIREMENT	25,631
COMMUNICATIONS	83,000
CONTRACTED SERVICES	167,500
COMPUTER/NETWORK SOFTWARE AGMT	53,000
CONSULTING	12,000
OFFICE EQUIPMENT MAINTENANCE	2,000
COMPUTER SUPPLIES	28,000
INSURANCE-ADMIN	15,117
TRAVEL-MEETINGS/SEMINARS	600
TRAINING/WORKSHOP	11,300
Total Dept Expenses	743,047
Planning Dept	
ADMIN SALARIES	198,797
MEDICARE TAX	2,883
SOCIAL SECURITY TAXES	12,325
RETIREMENT	15,904
CONSULTING	625,000
TRAVEL-MEETINGS/SEMINARS	1,000
TRAINING/WORKSHOP	5,000
Total Dept Expenses	860,908

Marketing and Customer Service Dept	
ADMIN SALARIES	227,984
MEDICARE TAX	3,306
SOCIAL SECURITY TAXES	14,135
RETIREMENT	18,239
CONTRACTED SERVICES	42,300
ADVERTISING	41,248
EVENTS EXPENSES	6,000
PRINTING EXPENSE	39,350
OFFICE SUPPLIES-POSTAGE	16,400
MEMBERSHIPS & SUBSCRIPTIONS	1,260
TRAVEL-MEETINGS/SEMINARS	5,000
TRAINING/WORKSHOP	2,200
Total Dept Expenses	417,421
Total Expenditures	22,127,900
EXCESS OF REVENUES OVER (UNDER)	3,765,316
EXPENDITURES	
OTHER FINANCING SOURCES (USES)	
TRANSFER OUT TO TRANSIT CAPITAL FUND	1,500,000
TRANSFER OUT TO AIR FUND	1,200,000
TRANSFER OUT TO HOUSING FUND	420,000
Total other financing sources	
NET CHANGE IN FUND BALANCE	645,316
BEGINNING FUND BALANCE	21,714,278
ENDING FUND BALANCE	22,359,594

**TRANSIT CAPITAL FUND
2025 PROPOSED BUDGET**

FOR THE YEAR ENDING DECEMBER 31,2025

		2025
Name	Proposed	
TRANSFER IN	\$1,500,000.00	
ECO TRANSIT RESERVE TRANSFERS		
STATE GOVERNMENT FUNDS		
FASTER		
FEDERAL GOVERNMENT FUNDS		
FTA 5339 CAPITAL REVENUE	\$494,000.00	
FTA 5339 (B) CAPITAL REVENUE		
FTA 5339 (c) CAPITAL REVENUE		
REVENUE VEHICLES	\$ 5,552,605.00	
SERVICE VEHICLES	\$150,000.00	
OTHER CAPITAL INVESTMENT - Vehicles	\$ 1,350,000.00	
ACCUMULATED DEPRECIATION		
ECO TRANSIT RESERVE TRANSFERS		
STATE GOVERNMENT FUNDS		
FASTER		
FEDERAL GOVERNMENT FUNDS		
FTA 5339 CAPITAL REVENUE		
FTA 5339 (B) CAPITAL REVENUE		
FTA 5339 (c) CAPITAL REVENUE		
PASSENGER STATIONS		
ADMINISTRATIVE BUILDINGS		
MAINTENANCE BUILDINGS		
OTHER CAPITAL INVESTMENT - Facilities		
ACCUMULATED DEPRECIATION		

ECO TRANSIT RESERVE TRANSFERS	
STATE GOVERNMENT FUNDS	
FASTER	
FEDERAL GOVERNMENT FUNDS	
FTA 5339 CAPITAL REVENUE	
FTA 5339 (B) CAPITAL REVENUE	
FTA 5339 (c) CAPITAL REVENUE	
FARE COLLECTION EQUIPMENT	
MOBILE FARE COLLECTION EQUIPMENT	
COMMUNICATION/INFORMATION SYSTEMS	\$80,000.00
OTHER CAPITAL INVESTMENT - Equipment	\$20,000.00
ACCUMULATED DEPRECIATION	

Starting Fund Balance	\$8,773,511.00
Total Revenues and Transfers	\$1,994,000.00
Total Expenditures	\$7,152,605.00
Change in Fund Balance	-\$5,158,605.00
Ending Fund balance	\$3,614,906.00

**AIR FUND
2025 PROPOSED BUDGET**

FOR THE YEAR ENDING DECEMBER 31,2024

				2025		
Name	Status	Type	Fund Name	Proposed	Notes	
TRANSFER FROM GENERAL FUND	Active	Revenue	Air	1,200,000	Transfer in from General Fund	
MINIMUM REVENUE GUARANTEES	Active	Expense	Air	1,200,000	MRG Payouts	

Starting Fund Balance	\$0
Total Revenues	\$1,200,000
Total Expenditures	\$1,200,000
Change in Fund Balance	\$0
Ending Fund balance	\$0.00

**HOUSING FUND
2025 PROPOSED BUDGET**

FOR THE YEARS ENDED AND ENDING DECEMBER 31,2024

			2025
Name	Type		Proposed
TRANSFERS FROM GENERAL FUND	Revenue		\$ 420,000
Adminstration of Housing Programs			
CONTRACT SVC-GENERAL	Expense		\$ 11,000
WIFI AND UTILITIES	Expense		\$ 35,000
HOUSING PROJECT - CONSULTING FEE			\$ 40,000
Housing Operations - LCV			
RENT- Leased Properties - Lake Creek Village	Revenue		\$ 68,256
MATERIALS & SUPPLIES	Expense		\$ 1,300
LEASE PAYMENTS - LCV	Expense		\$ 79,678
Housing Operations - Gypsum Apt			
RENT - Leased Properties - Gypsum Apt	Revenue		\$ 17,280
MATERIALS & SUPPLIES	Expense		\$ 1,300
LEASE PAYMENTS - GYPSUM	Expense		\$ 33,600
Housing Operations - Riverdance			
RENT - Leased Properties - Riverdance	Revenue		\$ 34,560
MATERIALS & SUPPLIES	Expense		\$ 1,300
LEASE PAYMENTS - RIVERDANCE	Expense		\$ 54,096
Housing Operations - Quail Run			
RENT - Leased Properties -Quail Run	Revenue		\$ 52,499
PROPERTY TAXES	Expense		\$ 20,000
HOA DUES	Expense		\$ 72,000
PROPERTY MANAGEMENT	Expense		\$ 30,000
MATERIALS & SUPPLIES	Expense		\$ 1,300
LEASE PAYMENTS - QUAIL RUN	Expense		\$ 78,744
Housing Operations -Overlook@Eby Creek			
RENT - Leased Properties - Overlook@Eby Creek	Revenue		\$ 51,840
MATERIALS & SUPPLIES	Expense		\$ 1,300
LEASE PAYMENTS - OVERLOOK@EBY CREEK	Expense		\$ 107,316
Housing Operations -CMC			
RENT - Leased Properties - CMC	Revenue		\$ 51,840
MATERIALS & SUPPLIES	Expense		\$ 1,300
LEASE PAYMENTS - CMC	Expense		\$ 119,376
Housing Operations -Broadway House			
RENT - Leased Properties - Broadway House	Revenue		\$ 28,080
MATERIALS & SUPPLIES	Expense		\$ 1,300
LEASE PAYMENTS - BROADWAY HOUSE	Expense		\$ 31,200
Housing Operations -Pike			

RENT - Leased Properties - Pike	Revenue		\$ 52,800
MATERIALS & SUPPLIES	Expense		\$ 1,300
LEASE PAYMENTS - Pike	Expense		\$ 103,680
Total Revenues			\$ 777,155
Total Expenditures			\$ 826,090
Net Change in Fund Balance			\$ (48,935)
Beginning Fund Balance			\$2,058,942
Ending Fund Balance			\$ 2,010,007

Open Range Administrative and Management Structure: 7.7.24

Note: This is not an organizational chart, and not all positions are expected or budgeted for 2024.

	Grade	Annualized			Hourly		
		Min	Mid	Max	Min	Mid	Max
<i>Placeholder</i>	MA11	\$37,447	\$44,000	\$50,553	\$18.00	\$21.15	\$24.30
Customer Service Rep I	MA12	\$41,191	\$48,400	\$55,609	\$19.80	\$23.27	\$26.73
Customer Service Rep II	MA13	\$45,311	\$53,240	\$61,169	\$21.78	\$25.60	\$29.41
<i>Placeholder</i>	MA14	\$49,842	\$58,564	\$67,286	\$23.96	\$28.16	\$32.35
Admin Office Specialist	MA15	\$53,684	\$64,420	\$75,157	\$25.81	\$30.97	\$36.13
Admin Fiscal Specialist	MA15	\$53,684	\$64,420	\$75,157	\$25.81	\$30.97	\$36.13
Accounting Coordinator	MA16	\$59,052	\$70,862	\$82,673	\$28.39	\$34.07	\$39.75
HR Generalist	MA16	\$59,052	\$70,862	\$82,673	\$28.39	\$34.07	\$39.75
Executive Assistant & Project Coord.	MA16	\$59,052	\$70,862	\$82,673	\$28.39	\$34.07	\$39.75
Transit IT Technician	MA16	\$59,052	\$70,862	\$82,673	\$28.39	\$34.07	\$39.75
Transit Planner I/Scheduler	MA16	\$59,052	\$70,862	\$82,673	\$28.39	\$34.07	\$39.75
Compliance Officer (Grants)	MA17	\$64,957	\$77,949	\$90,940	\$31.23	\$37.48	\$43.72
Transit Planner II	MA17	\$64,957	\$77,949	\$90,940	\$31.23	\$37.48	\$43.72
Fleet Asset Supervisor	MA19	\$78,598	\$94,318	\$110,038	\$37.79	\$45.35	\$52.90
Safety & Training Supervisor	MA19	\$78,598	\$94,318	\$110,038	\$37.79	\$45.35	\$52.90
Operations Supervisor	MA20	\$84,694	\$103,750	\$122,806	\$40.72	\$49.88	\$59.04
Marketing & Communications Manager	MA21	\$93,163	\$114,125	\$135,086	\$44.79	\$54.87	\$64.95
Operations Manager	MA21	\$93,163	\$114,125	\$135,086	\$44.79	\$54.87	\$64.95
Planning & Development Manager	MA21	\$93,163	\$114,125	\$135,086	\$44.79	\$54.87	\$64.95
<i>Placeholder</i>	MA22	\$102,479	\$125,538	\$148,595	\$49.27	\$60.35	\$71.44
<i>Placeholder</i>	MA23	\$112,727	\$138,091	\$163,454	\$54.20	\$66.39	\$78.58
Director of Operations	MA24	\$124,000	\$151,900	\$179,800	\$59.62	\$73.03	\$86.44
Finance Director	MA24	\$124,000	\$151,900	\$179,800	\$59.62	\$73.03	\$86.44
IT Director	MA24	\$124,000	\$151,900	\$179,800	\$59.62	\$73.03	\$86.44
People & Culture Director	MA24	\$124,000	\$151,900	\$179,800	\$59.62	\$73.03	\$86.44
Chief Administrative & Financial Officer/Deputy Dir	MA25	\$136,400	\$167,090	\$197,780	\$65.58	\$80.33	\$95.09
Executive Director	MA26	\$150,040	\$183,799	\$217,558	\$72.13	\$88.36	\$104.60
<i>Placeholder</i>	MA27	\$165,044	\$202,179	\$239,314	\$79.35	\$97.20	\$115.05

Transportation Step-Plan Structure: 7.7.24											
EVTA											
2024 Proposed Step Structure											
Fleet Care Technician	Entry	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
	\$25.50	\$26.39	\$27.32	\$28.27	\$29.26	\$30.29	\$31.35	\$32.44	\$33.58	\$34.75	\$35.97
Bus Operator	No CDL	Starts w CDL									
	Entry	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
	\$30.00	\$31.05	\$32.14	\$33.26	\$34.43	\$35.63	\$36.88	\$38.17	\$39.50	\$40.89	\$42.32
Trainer Lead Trainer						Lead Trainer					
	Entry	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
	\$33.00	\$34.16	\$35.35	\$36.59	\$37.87	\$39.19	\$40.57	\$41.99	\$43.45	\$44.98	\$46.55
Dispatcher Lot Supervisor Road Supervisor	Entry	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
	\$37.95	\$39.28	\$40.65	\$42.08	\$43.55	\$45.07	\$46.65	\$48.28	\$49.97	\$51.72	\$53.53

EVTA											
Seasonal and Part-time Step Plan											
Bus Operator	No CDL	Starts w CDL									
	Entry	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
	\$30.00	\$30.60	\$31.21	\$31.84	\$32.47	\$33.12	\$33.78	\$34.46	\$35.15	\$35.85	\$36.57

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 | Dave Rogers, Director of Finance | Dayana Herr, Marketing, Communications & Customer Experience Manager | Dave Levy, Planning Manager

RE: Core Transit Admin Division Report – October 9, 2024

Meeting Date: 10/9/2024

PEOPLE & CULTURE REPORT

Hiring & Housing

Our hiring efforts are moving forward successfully, and we continue to receive a healthy number of qualified applicants. All our housing units will be fully occupied by October 21st when we onboard our first two classes of trainees. As such we are looking at master leasing a few more units to ensure we are fully staffed for the winter.

Employee Meetings and Culture Building

Recently, we conducted employee meetings focused on reviewing our policies and handbook. These sessions sparked meaningful conversations about how we can continue to foster a welcoming and accessible environment for everyone at Core Transit. As part of our ongoing efforts to create a supportive workplace, we encourage open conversations during these meetings and welcomed feedback from our operators.

Payroll Troubleshooting

We continue to address and troubleshoot payroll-related issues as they arise, including holiday pay, insurance deductions, reimbursements, and housing taxable benefits.

Orientation and Onboarding

October 7th and 21st our first group of 11 new Core Employees will soon begin their journey with us through a formalized orientation and training program.

FINANCE REPORT

Sales Tax Returns

Filing Period	Month Earned	2024
February	January	1,472,487
March	February	1,530,855
April	March	1,615,388
May	April	654,317
June	May	606,827
July	June	863,011
August	July	1,104,288
September	August	993,000 ESTIMATE ONLY
		8,840,173

2024 Budget	\$ Difference vs Budget	YTD % of Budget
12,750,958	(3,910,785)	69.3%

We are happy to announce that Mitzi Marquez will be joining Core Transit as the Finance Coordinator. She has an impressive background and is very detail oriented. Her primary functions will be payroll and

helping with the ERP conversion. Once we absorb those functions, we will continue to expand her duties.

We continue to make progress on the ERP front. The data from CRS was successfully transitioned to Tyler. Several employees have taken courses supplied by Tyler and we remain on track for a January 2025 start date.

The preliminary 2025 budget is included in this board packet. Each department manager has been actively engaged in developing the relevant budgets for their department, a practice we believe will build better understanding of how all of the pieces of this organization fit together and encourage the most efficient use of our resources.

We also had the managers complete a budget for the balance of 2024 which was due on October 4th. Starting in November will be able to compare actual monthly P&L results to the budget.

MARKETING & COMMUNICATIONS REPORT

This month, the Marketing and Communications team has been focusing on continuing the outreach for the Core Transit brand around the county. We have developed a marketing strategy to promote the launch of the 10-Year Transit Plan and incentivize community and visitor participation in our survey. The survey is available in both English and Spanish and will be open until October 20th to gather comprehensive feedback. So far, the response has been very effective, and we will continue advertising it and sharing it with partner organizations to maximize the number of responses.

Another ongoing project is the update of all bus stops and shelter signage to showcase our brand. We hope to finalize this project by the end of October, in advance of the winter season.

Additionally, we are working on the design of our printed schedule. We are taking a fresh approach to how we share our schedule so get ready for some changes to what you're used to seeing for our printed schedule.

The bus wrapping project is also progressing on schedule. Currently, we have 22 buses in our fleet featuring the new Core Transit design, and we are on track to complete the remaining buses in the near future.

In the news/blog posts

- [Core Transit Announces 10-Year Transit Plan: Your Feedback Matters](#)
- [Core Transit Anuncia Plan de Transporte a 10 Años: Tu Opinión es Importante.](#)
- [Letter: More housing, more transit, a better future for Eagle County.](#)
- [From home to office: How to bring eco-friendly habits to work.](#)
- [Where is Gypsum headed? Bus tour gives residents a look what's going on around town.](#)
- [Core Transit announces 10-year transit plan, solicits community feedback.](#)
- [Core Transit anuncia plan de transporte a 10 años, solicita opiniones.](#)

INNOVATION & IT REPORT

Our new Core network at the Gypsum campus has been completed and all Core devices are connecting. The VPN connection to the Clever Devices hosted site is setup and testing well. We are also testing bus connections to the hosted site. The next step is to move data from Eagle County servers to the hosted environment.

Now that our computers have all been onboarded and the network building is complete, we are ready to move to a steady state status with Istonish, our Managed Service Provider. We are also reviewing a cyber policy that will structure our response to cyber incidents.

The technology team continues to prepare new buses and buses returning from refurbishment with updated technology equipment.

More ISP connections for the Vail Transportation Center booth and Swift Gulch are coming up next.

PLANNING REPORT

10 Year Plan

Progress continues with concurrent work on multiple project phases: public outreach, existing conditions analysis, and travel market analysis.

Public Outreach

To date we have conducted interviews with 23 stakeholder organizations across the system. In addition, we have conducted 6 pop-up events and attended 4 community events to engage directly with the public. We have also developed a multimedia campaign that includes print, digital, and radio ads to raise awareness of the 10 Year Plan and drive traffic to our rider survey, which has over 526 survey responses to date.

Existing Conditions and Travel Market Analyses

Core Transit is supplementing early-stage work by analyzing emergent demand generators [such as planned housing developments and air travel growth] and forward-looking trends [such as municipal growth and demographic distributions] that may not be evident on the ground today but will impact community and service needs in the future.

A full report will be shared at an upcoming board meeting.

VMS Family Bus to School Day

On Friday, September 27 approximately 35 VMS students and 7 parents and faculty members trialed using Core Transit and Vail Transit services to commute to school. Stated goals of the trial were:

- Relieve parents from lengthy commutes
- Empower students by teaching them how to use transit
- Demonstrate the environmental benefits of shared transit ("walk the walk")
- Relieve pressure on the school to maintain in-house transportation services, and parents from the cost of using it

The event was deemed a success by the parents and school, and they are now discussing how to use Core Transit on a regular, programmatic basis.

The Core Transit operations team was instrumental in preparing road supervisors and aligning resources to handle the spike in ridership. Core Transit collaborated with VMS on PR materials that were distributed through social media, a [website blog post](#), an email blast, and the Vail Daily.

Grant Awards

We recently received notice of an \$860,000 grant award from CDOT's 2025 Capital Call, intended to replace one diesel vehicle with a hybrid vehicle. This good news follows on the heels of the \$4.5M FTA 5339 award we received earlier this year, representing another 5 bus replacements.

DEPUTY DIRECTOR REPORT

Thanks to the hard work of our staff, we have been able to run longer-term cash flow projections based on preliminary FY25 budget numbers. This has allowed the investment committee to invest \$7.5 Million of the

Authority's funds since the last board meeting. In order to diversify our conservative investments, \$3.5M was put in a 12-month US Treasury bill and \$4M was invested with CSIP in a 12-month term investment. You will see the CSIP investment in the current financials and the US Treasury Bill will be reflected in the November board packet as it was purchased on October 4, 2024.

Staff have released an RFP for an organizational structure project. We are seeking an experienced consultant to assist us in developing our cultural norms, meeting cadence, processes by which we communicate knowledge across the organization, and decision-making processes.

EXECUTIVE DIRECTOR REPORT

EVTA Interim Strategic Plan Implementation - 60 Day Look Ahead

A short summary of current and planned activities over the next 60 days follows:

Strategic Priority	Current to Next 30 days	Within next 60 days
1. Build Core Transit's organizational structure and culture	<ul style="list-style-type: none"> ◆ Training sessions on Employee Handbook ◆ Orientation and onboarding for winter staff ◆ RFP for assistance with leadership and organizational development planning ◆ Continuing ERP implementation 	<ul style="list-style-type: none"> ◆ Begin formal review of legacy housing program ◆ Develop next tier of employee benefit programs (wellness, etc.)
2. Take action on transportation improvements	<ul style="list-style-type: none"> ◆ Transdev maintenance facility expected to be online 10/21 ◆ Delivery of 2 Gillig BEB buses ◆ Return of 1 additional refurbished bus 	<ul style="list-style-type: none"> ◆ Return of 1 additional refurbished bus
3. Plan for the region's transportation future	<ul style="list-style-type: none"> ◆ Continuing public outreach round #1 (survey closes 10/20) ◆ Recurring PMT and TAC meetings ◆ Existing conditions analysis 	<ul style="list-style-type: none"> ◆ Presentation to Board (December)

<p>4. Transition ECO Transit's operations</p>	<ul style="list-style-type: none"> ◆ New Finance IGA draft in progress ◆ Finalizing shelter maintenance IGA ◆ Avon/Swift Gulch Agreement ◆ Additional easement transfers ◆ Formal transfer of remaining capital assets on ECG books (fareboxes, etc.) 	<ul style="list-style-type: none"> ◆ All transition items closed out and/or incorporated into agreements ◆ Finalize plan to sunset GFI Fareboxes
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Other Activities

As winter season approaches, we are focused on increasing coordination with our transit partners and outreach to major employers.

Planned Future Topics

November:

- 2025 Budget Approval
- Grant policy
- Board conduct policies

December:

- 10 Year Plan Progress Update
- Hazard Mitigation Plan Approval/Emergency Response MOU
- FY24 Auditor Level of Engagement

January:

- Annual Admin Resolution
- 2025 Retreat Planning
- Fare collection technology review

Ridership, Route Performance, and Accident Report

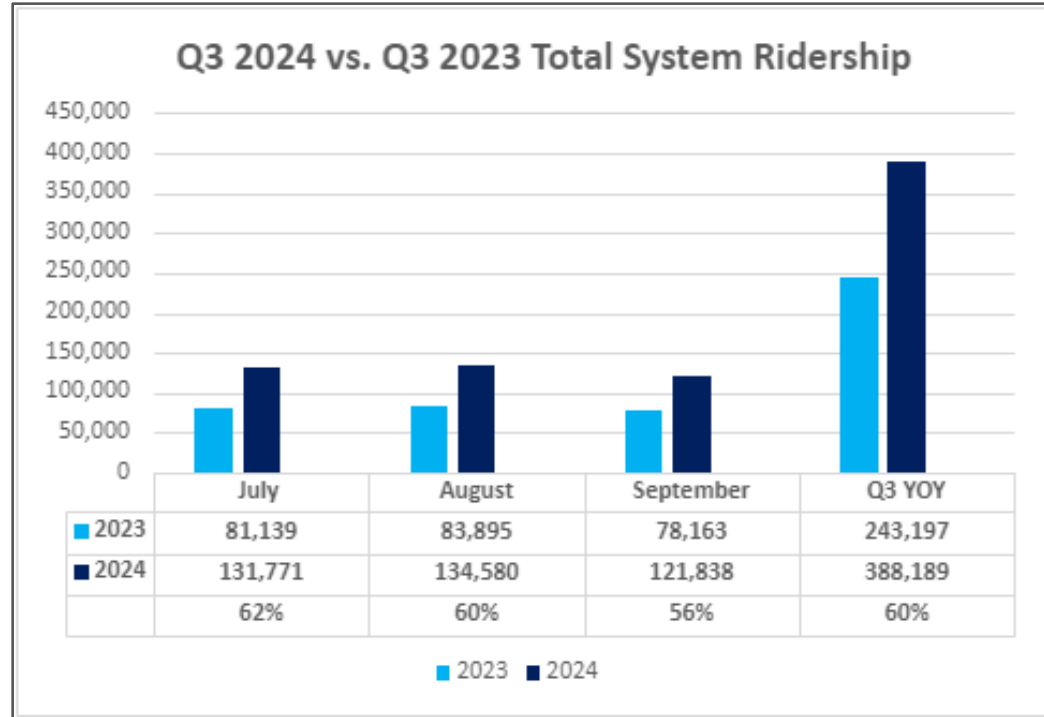
Presented by:
Dave Snyder
Director of Transportation

October 9, 2024



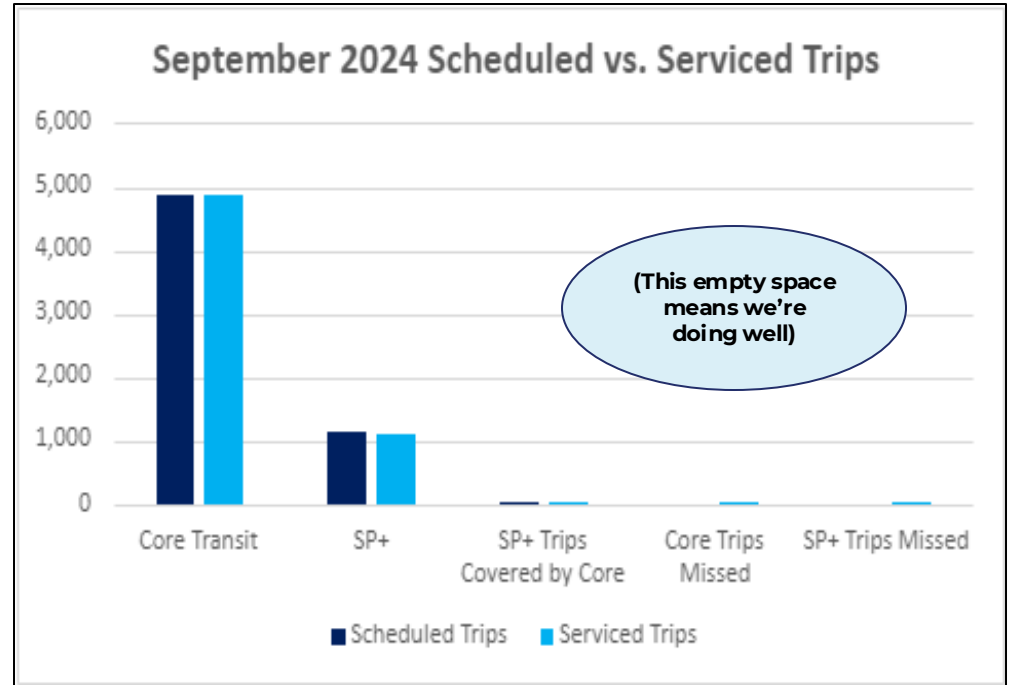
Q3 2024 vs. Q3 2023 Total System Ridership

- Jan – Sep Ridership: +27% over 2023



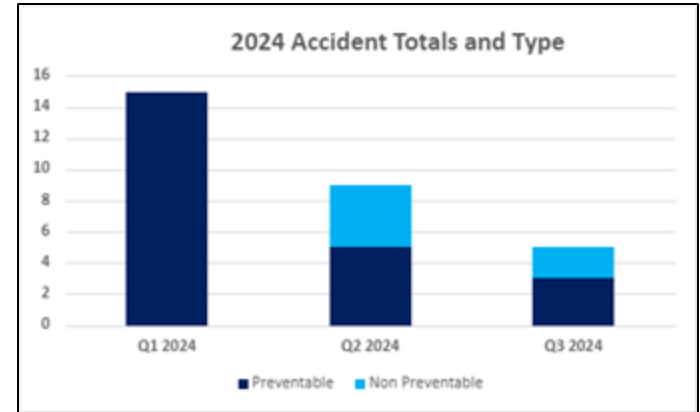
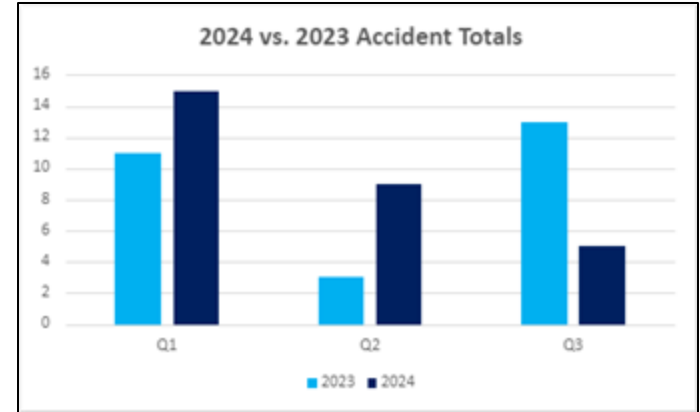
September 2024 Route Performance

- 99.9% completion rate
(only 5 of 6,330 scheduled routes missed)



2024 YTD Accidents

1. 2024 accident totals are up over 2023, but trending down
2. Accidents have decreased by 66% from Q1 to Q3 in 2024
3. Preventable accidents have decreased by 80% from Q1 to Q3 in 2024
4. 2024 declining trend attributable to:
 - Training process improvements
 - Operator stability
 - Accountability measures



Core Transit – Ops / Maintenance / Safety Update

- **Winter schedule begins 12/1/24**
- **Operators begin winter schedule selections 10/7/24**
- **Road Supervisor/Dispatch Positions Fully Staffed**
- **Five (5) buses – two (2) electric and three (3) refurbished buses arrive this month**
- **TransDev maintenance support begins 10/21/24**
- **Core Transit bus rebranding – twenty-three (23) vehicles completed to date**
- **Seven (7) total engine overhauls have been completed**
- **SkidTruck Winter Safety Training – 10/14/24 through 10/17/24 – Fairgrounds**
- **Operator Safety Training Classes commence on 10/7/24**



THANK
YOU

