



**Green Mountain Transit Board of Commissioners Meeting
March 16, 2021 - 7:30 a.m.
101 Queen City Road, Burlington VT 05401**

The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and sustainable public transportation services in northwest and central Vermont that reduce congestion and pollution, encourage transit-oriented development, and enhance the quality of life for all.

Due to current social distancing measures, this meeting will be held entirely virtually.

To join the meeting via Zoom:

Video Conferencing: <https://us02web.zoom.us/j/89305968523>

Audio Only: (646)-558-8656

Meeting ID: 893 0596 8523

- 7:30 a.m. 1. Open Meeting
- 7:31 a.m. 2. Adjustment of the Agenda
- 7:33 a.m. 3. Public Comment
- 7:35 a.m. 4. Consent Agenda (Action Item)
 - a. February 16, 2021 Board Meeting Minutes **Pages 3-7**
 - b. Check Register **Pages 8-12**
 - c. Finance Report **Pages 13-26**
 - d. Maintenance Report **Page 27**
 - e. Planning, Marketing and Public Affairs Report **Pages 28-29**
 - f. IT Support, Administrative Support, Training and HR Report **Page 30**
 - g. Ridership Reports **Pages 31-32**
- 7:40 a.m. 5. VTrans Update
- 7:50 a.m. 6. General Manager Report – Updates and Opportunity for Questions on the Report **Pages 33-35**



8:00 a.m. 7. Board Committee Reports

8:10 a.m. 8. FY21 Quarter Two Financials Presentation **Pages 21-26**

8:25 a.m. 9. General Manager Authority during COVID-19 (possible action item) **Pages 36-37**

8:40 a.m. 10. June 2021 Proposed Service Changes Presentation & Discussion **Pages 38-49**

8:55 a.m. 11. FY22 Zero-fare Policy Discussion

9:15 a.m. 12. Executive Session: 1 VSA 313(a) (1) (e), pending or probable civil litigation or prosecution, to which the public body is or may be a party.

Is there a motion to find that premature public knowledge of a pending civil litigation to which GMT is a party would place GMT at a substantial disadvantage?

Is there a motion to enter executive session pursuant to 1 VSA 313(a) (1) (e) to discuss a pending civil litigation?

9:25 a.m. 13. General Commissioner Comments

9:30 a.m. 14. Adjourn

Next GMT Board of Commissioners Meeting Date: April 20, 2021

NOTES

- Persons with disabilities who require assistance or special arrangements to participate in programs or activities are encouraged to contact Jamie Smith at 802-540-1098 at least 48 hours in advance so that proper arrangements can be made. Hearing disabled patrons can contact GMT through the Vermont Relay Service (711).
- Free transportation to and from GMT Board Meetings is available within the GMT service area. To make advance arrangements, please call GMT's Customer Service Representatives at 802-540-2468.



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February 16, 2021 - 7:30 a.m.
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The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and sustainable public transportation services in northwest and central Vermont that reduce congestion and pollution, encourage transit oriented development, and enhance the quality of life for all.

Attendees

Commissioner Waninger, Chair	Debbie Coppola, Senior Accountant – GMT
Commissioner Davis, Vice-Chair	Chris Damiani, Transit Planner – GMT
Commissioner Baker	Nick Foss, Director of Finance – GMT
Commissioner Bohn	Matt Kimball, Capital Projects Manager – GMT
Commissioner Brewer	Ross MacDonald, VTrans
Commissioner Buermann	Devin Mason, Transit Planner – GMT
Commissioner Derenthal	Pam McDonald, Accounting Coordinator – GMT
Commissioner Dimitruk	Jon Moore, General Manager – GMT
Commissioner Kaynor	Karen Plante, Staff Accountant – GMT
Commissioner Krohn	Kim Wall, Grant Manager – GMT
Commissioner Polyte	Trish Redalieu, Director of Human Resources – GMT
Commissioner Pouech	Jamie Smith, Director of Planning and Marketing – GMT
Commissioner Sharrow	Spencer Smith, Member of the Public
Commissioner Sharrow	Joshua Quinn, RHR Smith & Company
Commissioner Spencer	
Commissioner Wallis	

Open Meeting

Commissioner and Chair Waninger opened the meeting at 7:31 AM.

Adjustment of Agenda

No adjustments.

Public Comment

Spencer Smith: Present to hear VTrans Update and Purchasing Policy Update.

Consent Agenda (Action Item)

- **Commissioner Krohn** motioned to approve the consent agenda. **Commissioner Pouech** seconded. The motion passed without objection, abstention, or discussion.
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43 **VTrans Update**

- 44 • Ross MacDonald indicated that there currently do not exist electric cutaway buses that
45 would meet requirements set forth by the Federal Transit Administration (FTA).
46

47 **General Manager Report – Updates and Opportunity for Questions on the Report**

48 **Jon Moore** reported that GMT and Tri-Valley Transit have had preliminary discussion on
49 transferring the Middlebury LINK to Tri-Valley Transit, in Addison County. There would be
50 passenger schedule benefits and possible cost benefits to GMT.
51

- 52 • **Commissioner Sharrow:** Would 76 use motor coaches? **Jon Moore:** Potentially.
53 Transition details would be worked out at a future date.
54
- 55 • **Commissioner Pouech:** Any updates on 46 restoration? **Jon Moore:** Service may
56 resume in FY22, depending on COVID vaccine rollout. Tri-Valley Transit's service
57 continues.
58
- 59 • **Commissioner Pouech:** Local employer is hiring additional employees. Does there exist
60 potential for ensuring that GMT's schedule for this route works well for them? **Jon Moore:**
61 Potentially.
62
63

64 **Board Committee Reports**

65 **Finance**

- 66 • No significant updates.
67

68 **Operations**

- 69 • Working on performance dashboard.
70 • Discussed paid time-off agreement, supported by board.
71 • Updating face-mask policy.
72

73 **Justice, Equity, Diversity & Inclusion**

- 74 • Drafted and reviewed standing committee document, which will likely need approval by
75 the Board of Commissioners.
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84 **Justice, Equity, Diversity & Inclusion (JEDI) Standing Committee Policy (Action Item)**

85 All proposed policy below, pertaining to the JEDI Standing Committee, is proposed until
86 approved by the Board of Commissioners.

- 87
- 88 • Committee Chair to be appointed by the Board Chair.
 - 89 • Committee members to be appointed by the Committee Chair, at the recommendation of
90 administrative or union staff.
 - 91 • Advisory Committee members to be appointed by the Board Chair, at the recommendation
92 of Standing Committee members.
 - 93 • Terms not limited in number, but members may only serve three consecutive terms.
 - 94 • **Commissioner Bohn:** Has there been consideration regarding staggering of terms for
95 initial members, so as to prevent simultaneous conclusion of all members' terms?
96 **Commissioner Polyte:** We may stagger terms at a later date. **Commissioner Davis:**
97 Term-staggering may occur naturally, for the first group of members, as some prematurely
98 conclude their term.
 - 99 • **Commissioner Spencer:** How will the Committee's work be communicated to the Board
100 and to the Public? **Commissioner Polyte:** As a standing committee, its work would be
101 discussed in monthly board meetings and have a subsection on GMT's website.
102 Additionally, the Committee would periodically hold open-house events for the public to
103 provide feedback and ask questions. The public-meeting portion would be required per the
104 GMT committee charge.
 - 105 • **Commissioner Dimitruk:** Would GMT need to amend bylaws to officiate the committee?
106 **Jon Moore:** Unsure, but will look into it.
 - 107 • **Commissioner Dimitruk** provided a motion to adopt the JEDI Standing Committee policy
108 and update bylaws as needed, as well as replacing the word "shall" with "may" in relation
109 to which individuals should serve as Committee Secretary. **Commissioner Bohn**
110 seconded, and the motion passed without opposition, abstention, or further discussion.

111 **FY20 Audit Presentation & Discussion (Action Item)**

- 112
- 113 • Joshua Quinn outlined findings from the audit performed for Fiscal Year 2020 (FY20).
 - 114 • Unrestricted liquidity is worth roughly 30 days' worth of operating expenses.
 - 115 • **Commissioner Waninger:** Why did SSTA lease payments rise? **Nick Foss:** Varies based
116 on the number of lease vehicles to SSTA.
 - 117 • **Commissioner Bohn:** It may be difficult to raise unrestricted net position. **Nick Foss:**
118 Agreed. Do not want it to be too large, because it may create local-match pushback.
 - 119 • **Ross MacDonald:** Much funding is provided up-front, which can help for 60-day period.
 - 120 • **Commissioner Bohn** motioned to approve FY20 Audit. **Commissioner Davis** seconded.
121 The motion passed without opposition, abstention, or further discussion.
122
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123 **Purchasing Policy Update Presentation & Discussion (Action Item)**

- 124
- 125 • Matthew Kimball outlined proposed changes to GMT’s purchasing policy.
 - 126 • **Commissioner Dimitruk** motioned to adopt the proposed changes. **Commissioner**
 - 127 **Spencer** seconded, and the motion passed without objection, abstention, or further

128 **Paid Time-off (PTO) Policy Update Presentation & Discussion (Action Item)**

- 129
- 130 • GM Moore outlined proposed changes to GMT’s paid time-off policy.
 - 131 • The changes are intended to prevent employees from accumulating large amounts of time-
 - 132 off to cash out at a later date. Rather, the policy encourages employees to use their paid
 - 133 time-off when they are sick, as well as to maintain a healthy work/life balance.
 - 134 • Up to 60 hours could be cashed out.
 - 135 • Potential cash-out restrictions for employees who do not leave in good standing.
 - 136 • The City of Burlington and Marble Valley Regional Transit District (Rutland) were peer
 - 137 agencies evaluated when determining potential policy changes.
 - 138 • **Commissioner Wallis** motioned to approve PTO policy update.
 - Commissioner Bohn** seconded.

139 **Additional Discussion:**

- 140
- 141 • What is the relation between accrued sick time versus disability insurance? **Trish Redalieu:**
 - 142 Employees become eligible for short-term disability eligible after using seven (7)
 - 143 consecutive days of sick leave. While using short-term disability insurance, employees may
 - 144 use PTO to backfill the 40% of their income not covered by short-term disability.
 - 145 • **Commissioner Dimitruk:** What happens if the time is not used? Can unused time be
 - 146 converted to sick time? **Jon Moore:** Cap of 240 hours for sick time conversion, which would
 - 147 have no cash value.
 - 148 • **Nick Foss** endorsed the plan.
 - 149 • **Commissioner Spencer:** Could Jon and Trish please update on staff-level conversations
 - 150 re: this proposal? **Jon Moore:** No staff concerns voiced thus far
 - 151 • **Commissioner Wallis:** When the board adopts changes to staff policies, does it notify staff
 - 152 afterwards, or is the process more interactive? **Jon Moore:** Notify staff after changes have
 - 153 been approved.
 - 154 • **Commissioner Spencer:** Should staff be provided with a time period in which to provide
 - 155 feedback on these proposed policy changes, before the board adopts them or requests
 - 156 modification. **Jon Moore:** Perhaps, though this proposal has been in the works for several
 - 157 years. The intended implementation date would be the start of Fiscal Year 2022, on July 1,
 - 158 2021.
 - 159 • **Commissioner Dimitruk:** Would it be more appropriate for the Board to endorse the
 - 160 proposed policy, rather than adopting it? **Jon Moore:** Currently, all employees are eligible
 - 161 for 120 hours of paid time-off per year. If the Board chose to endorse the policy instead of
 - 162 approving it, it should vote on the policy at March meeting.
-



163 **Executive Session: 1 VSA 313(a) (1) (b), labor relations agreements with employees.**

- 164
- 165 • **Commissioner Dimitruk** motioned to find that premature public knowledge regarding the
166 upcoming Collective Bargaining negotiations would place GMT at a substantial
167 disadvantage. **Commissioner Davis** seconded. The motion passed without opposition,
168 abstention, or discussion.
 - 169 • **Commissioner Bohn** motioned to enter executive session. **Commissioner Sharrow**
170 seconded. The motion passed without opposition, abstention, or discussion.
 - 171 • **Commissioner Davis** motioned to invite Jon Moore into executive session. **Commissioner**
172 **Krohn** seconded. The motion passed without opposition, abstention, or discussion.
 - 173 • Executive session began at 9:00 AM.
 - 174 • No action taken.
 - 175 • **Commissioner Bohn** motioned to adjourn first executive session at 9:40 AM.
176 **Commissioner Krohn** seconded. The motion passed without opposition, abstention, or
177 discussion.

178 **Executive Session: 1 VSA 313(a) (1) (e), pending or probable civil litigation or prosecution,**
179 **to which the public body is or may be a party.**

- 180
- 181 • **Commissioner Bohn** motioned to find that premature public knowledge of a pending civil
182 litigation to which GMT is a party would place GMT at a substantial disadvantage. This
183 motion also invited Jon Moore into the executive session. **Commissioner Baker** seconded.
184 The motion passed without opposition, abstention, or discussion.
 - 185 • **Commissioner Davis** motioned to enter executive session. **Commissioner Krohn**
186 seconded. The motion passed without opposition, abstention, or discussion. Executive
187 session began at 9:42 AM.

188 **Is there a motion to enter executive session pursuant to 1 VSA 313(a) (1) (e) to discuss a**
189 **pending civil litigation?**

- 190
- 191 • Motion to adjourn without action made by **Commissioner Polyte**, seconded by
192 **Commissioner Sharrow**. The motion passed without opposition, abstention, or
193 discussion, and executive session adjourned at 9:46 AM.

194 **General Commissioner Comments**

- 195
- 196 • **Commissioner Bohn** asked about any pending arbitrations? **Jon Moore:** Two are
197 scheduled, one pending mediation, and one pending scheduling.

198 **Adjourn**

- 199
- 200 • **Commissioner Kaynor** motioned to adjourn. **Commissioner Spencer** seconded. The
motion passed without opposition, or discussion, and the meeting adjourned at 9:48 AM.

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V1446	M T Wallets, LLC	2/1/21	EFT000000015739	3,000.00	Lease
V1825	Ride Your Bike LLC	2/1/21	EFT000000015740	955.09	
V279	ABC Bus Companies-Muncie	2/5/21	93324	972.26	
V316	Able Paint, Glass & Flooring Co.	2/5/21	93325	1,692.00	Bus Windows
V1804	Absolute Spill Response LLC	2/5/21	93326	550.00	
V1305	Allegiant Care	2/5/21	93327	223,651.00	Insurance
V415	Amazon	2/5/21	93328	2,867.09	19 Misc Office, IT, Maintenance Supply Invoices
V214	AT&T Mobility	2/5/21	93329	40.21	
V219	Aubuchon C/O Blue Tarp Financial, Inc.	2/5/21	93330	380.92	
V590	Barrett Trucking Co., Inc.	2/5/21	93331	218.08	
V284	Brenntag Lubricants Northeast	2/5/21	93332	3,356.38	5 Part Invoices
V225	Burlington Electric Department	2/5/21	93333	3,862.99	Electric Bill
V1227	Burlington Public Works-NON Water!!!	2/5/21	93334	80.00	
V226	Burlington Public Works-Water	2/5/21	93335	2,430.90	3 Water Bills
V227	Burlington Telecom	2/5/21	93336	2,054.37	IT invoice
V220	Class C Solutions Group	2/5/21	93337	1,020.19	2 Part Invoices
V600	Cody Chevrolet	2/5/21	93338	231.57	
V928	Conway Office Solutions	2/5/21	93339	1,378.78	Office Supply Invoices
V1528	CSched	2/5/21	93340	5,400.00	Software for Bus Scheduling
V242	Danform Shoes	2/5/21	93341	175.50	
V401	Dell Business Credit	2/5/21	93342	166.52	
V250	Fisher Auto Parts	2/5/21	93343	1,268.70	15 Part and credit Invoices
V394	Formula Ford Inc.	2/5/21	93344	1,231.90	4 Part Invoices
V362	Gannett Vermont Publishing Inc	2/5/21	93345	228.00	
V257	Gillig Corp.	2/5/21	93346	2,268.74	4 Part Invoices
V704	Government Finance Officers Association	2/5/21	93347	910.00	
V259	Grainger	2/5/21	93348	165.08	
V260	Green Mountain Kenworth, Inc.	2/5/21	93349	421.78	
V261	Green Mountain Power	2/5/21	93350	77.64	
V426	Hulbert Supply Co., Inc.	2/5/21	93351	32.04	
V264	IBF Solutions, Inc.	2/5/21	93352	521.31	
V1204	Interstate Batteries	2/5/21	93353	1,122.84	Battery Stock
V1658	J. David White Associates, Inc.	2/5/21	93354	500.00	
V328	Kirk's Automotive Inc.	2/5/21	93355	98.84	
V274	McMaster-Carr	2/5/21	93356	25.36	
V1764	Monahan & Loughlin LLC	2/5/21	93357	65,192.65	Roof Invoices Urban
V283	Neopart LLC	2/5/21	93358	1,181.60	Part
V1576	New England Auto Glass LLC	2/5/21	93359	250.00	
V223	O'Reilly Auto Enterprises, LLC	2/5/21	93360	452.82	
V288	Occupational Health Centers of the Southwes	2/5/21	93361	128.00	
V1878	Otis Elevator Company	2/5/21	93362	1,325.00	DTC Elevator Maintenance
V863	P & P Septic Service, Inc	2/5/21	93363	1,297.50	Wash Drain Pump
V408	Pitney Bowes - Purchase Power	2/5/21	93364	120.98	
V291	Prevost Parts	2/5/21	93365	444.11	
V296	Rouse Tire Sales	2/5/21	93366	901.36	
V299	SB Collins, Inc.	2/5/21	93367	11,154.00	Fuel
V301	Sovemet	2/5/21	93368	2,632.07	3 IT Invoices
V308	Steadman Hill Consulting, Inc.	2/5/21	93369	1,602.00	Consulting Invoice
V273	Transit Holding, Inc.	2/5/21	93370	1,211.04	6 Part Invoices
V313	Travelers	2/5/21	93371	597.00	
V1030	UniFirst Corporation	2/5/21	93372	346.35	
V391	Verizon Wireless	2/5/21	93373	3,451.65	2 IT Invoices
V410	Vermont Gas Systems, Inc.	2/5/21	93374	7,612.22	3 Gas Bills
V1459	Vermont Information Consortium LLC	2/5/21	93375	1,722.00	3 DOT records check Invoices
V1683	VHV Company	2/5/21	93376	548.92	
V1614	Vt Transportation Brokerage & Logistics	2/5/21	93377	148.25	
V336	W.B Mason Co., Inc.	2/5/21	93378	40.18	
V338	Westaff	2/5/21	93379	627.31	
V251	Wex Fleet Universal	2/5/21	93380	24,882.30	Fuel
V1348	Wind River Environmental LLC	2/5/21	93381	544.87	

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V1423	Alling, Andrew	2/12/21	93382	29.12	
V1025	Alter, Charles	2/12/21	93383	94.08	
V1099	Barnett, Wendy	2/12/21	93384	784	Volunteer
V1708	Bigelow, Ashley	2/12/21	93385	93.2	
V1785	Davis Alan	2/12/21	93386	288.96	Volunteer
V1868	King Brenda	2/12/21	93387	11.2	
V203	Ladd, Joyce	2/12/21	93388	211.68	Volunteer
V181	Owen, Helen	2/12/21	93389	1,230.32	Volunteer
V1843	Peterson Deborah	2/12/21	93390	53.76	
V1733	Slack, Robert	2/12/21	93391	80.64	
V1858	Valyou Brittany	2/12/21	93392	116.39	Volunteer
V962	Williams, Kenneth	2/12/21	93393	45.44	
V279	ABC Bus Companies-Muncie	2/12/21	93394	2,210.38	2 Part Invoices
V316	Able Paint, Glass & Flooring Co.	2/12/21	93395	875	
V742	AHC Corp	2/12/21	93396	2,534.40	Lift Maintenance
V217	Airgas USA, LLC	2/12/21	93397	207.91	
V1481	Amerigas	2/12/21	93398	66.95	
V214	AT&T Mobility	2/12/21	93399	40.71	
V590	Barrett Trucking Co., Inc.	2/12/21	93400	638	
V1879	Bean Kelly	2/12/21	93401	31.99	
V227	Burlington Telecom	2/12/21	93402	2,096.91	IT Invoice
V1624	Carleton, Victoria	2/12/21	93403	1,040.20	FSA Reimbursement
V851	Champlain Medical	2/12/21	93404	100	
V220	Class C Solutions Group	2/12/21	93405	2,336.48	5 Part Invoices
V374	Clear Choice Auto Glass, A	2/12/21	93406	390	
V239	Cummins Northeast LLC	2/12/21	93407	78.06	
V321	Empire Janitorial Supply Company	2/12/21	93408	104.7	
V250	Fisher Auto Parts	2/12/21	93409	1,764.13	13 Part Invoices
V253	FleetWave Partners, LLP	2/12/21	93410	3,084.00	2 Radio Repeater Invoices
V1814	Fred's Plumbing & Heating Inc.	2/12/21	93411	546.28	
V799	Gauthier Trucking Company, Inc.	2/12/21	93412	451.4	
V257	Gillig Corp.	2/12/21	93413	2,178.92	7 Part Invoices
V259	Grainger	2/12/21	93414	525.5	
V260	Green Mountain Kenworth, Inc.	2/12/21	93415	654.15	
V261	Green Mountain Power	2/12/21	93416	1,268.88	Electric Bill
V263	Heritage Ford	2/12/21	93417	115.36	
V372	Kane, Valerie	2/12/21	93418	193.78	FSA Reimbursement
V328	Kirk's Automotive Inc.	2/12/21	93419	1,080.42	2 Part Invoices
V1880	Kyle Bellavance	2/12/21	93420	100	
V129	Lawrence, Richard	2/12/21	93421	191.47	FSA Reimbursement
V1509	Lawson Products, Inc	2/12/21	93422	24.2	
V270	Lowe's	2/12/21	93423	36.09	
V274	McMaster-Carr	2/12/21	93424	594.21	
V1684	McNally, Mike	2/12/21	93425	215	Boot Allowance and Mileage reimbursement
V1709	Monaghan Safar Ducham PLLC	2/12/21	93426	2,100.00	Legal Invoices
V280	Mutual of Omaha Insurance Co.	2/12/21	93427	14.03	
V1576	New England Auto Glass LLC	2/12/21	93428	500	
V1848	Nuru Abdulhakeem	2/12/21	93429	5,000.00	Education Reimbursement
V223	O'Reilly Auto Enterprises, LLC	2/12/21	93430	37.98	
V534	Omega Electric	2/12/21	93431	1,490.38	3 Repair Invoices
V1484	Parsons Environment & Infrastruct	2/12/21	93432	50.83	
V1249	Petrosyan, Oleg	2/12/21	93433	250	FSA Reimbursement
V296	Rouse Tire Sales	2/12/21	93434	498.84	
V854	S2Technology	2/12/21	93435	202.5	
V1777	Saibou Abdoulaziz	2/12/21	93436	2,349.36	Manual Paycheck
V299	SB Collins, Inc.	2/12/21	93437	16,656.05	Fuel
V1875	Sunwealth Project Pool 14 LLC	2/12/21	93438	435.81	
V186	Tech Group, The	2/12/21	93439	1,520.00	3 IT Invoices
V734	Thermo King Northeast/Dattco	2/12/21	93440	1,363.96	3 Part Invoices
V1637	Tractor Supply Credit Plan	2/12/21	93441	264.97	
V1030	UniFirst Corporation	2/12/21	93442	288.17	
V315	United Parcel Service	2/12/21	93443	103.67	
V338	Westaff	2/12/21	93444	409.32	
V1723	Abare, Ronald	2/12/21	EFT000000015741	664.16	Volunteer

V1775	Bertram Marjorie	2/12/21	EFT000000015742	295.68	Volunteer
V55	Boudreau, James	2/12/21	EFT000000015743	924.56	Volunteer
V1007	Bova, Wendy	2/12/21	EFT000000015744	255.36	Volunteer
V1150	Bruley SR, Mark	2/12/21	EFT000000015745	1,319.36	Volunteer
V1707	Chase, Betty	2/12/21	EFT000000015746	748.16	Volunteer
V1676	Croteau, William	2/12/21	EFT000000015747	578.48	Volunteer
V1121	Fitzgerald, Terry	2/12/21	EFT000000015748	29.12	
V1820	Franklin County Transportation	2/12/21	EFT000000015749	1,065.00	Taxi Reimbursement
V67	Jewett, Sheryl	2/12/21	EFT000000015750	180.88	Volunteer
V70	LeClair, Raymond	2/12/21	EFT000000015751	710.64	Volunteer
V75	Martin, Ronald	2/12/21	EFT000000015752	643.44	Volunteer
V86	Pike, Gail	2/12/21	EFT000000015753	1,192.24	Volunteer
V771	Sammons, Chandra	2/12/21	EFT000000015754	468.72	Volunteer
V89	Sayers, Gail	2/12/21	EFT000000015755	524.16	Volunteer
V1655	Sciria, Andrew	2/12/21	EFT000000015756	241.36	Volunteer
V93	Timm, Marta	2/12/21	EFT000000015757	835.52	Volunteer
V522	Turcotte, S Jeanette	2/12/21	EFT000000015758	144.48	Volunteer
V1725	Utton, Debra	2/12/21	EFT000000015759	1,232.62	Volunteer
V1623	Wells, Roy	2/12/21	EFT000000015760	348.32	Volunteer
V1182	Charissakis, John	2/12/21	EFT000000015761	15	
V25	Frechette, Normand	2/12/21	EFT000000015762	88	
V29	Hirsch, Alain	2/12/21	EFT000000015763	86.53	
V124	Kimball, Matt	2/12/21	EFT000000015764	669.08	FSA Reimbursement
V35	McDonald, Pam	2/12/21	EFT000000015765	20	
V38	Moore, Jon	2/12/21	EFT000000015766	192.31	DCAP Reimbursement
V1626	Whiting, Jeremy	2/12/21	EFT000000015767	146.38	DCAP Reimbursement

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V279	ABC Bus Companies-Muncie	2/19/21	93445	1,935.68	2 Part Invoices
V1881	Acrisure, LLC	2/19/21	93446	9,500.00	Salary and Benefit Compensation Analysis
V217	Airgas USA, LLC	2/19/21	93447	99.38	
V1481	Amerigas	2/19/21	93448	1,091.30	Heat Invoice
V590	Barrett Trucking Co., Inc.	2/19/21	93449	197.2	
V284	Brenntag Lubricants Northeast	2/19/21	93450	1,518.99	2 Part Invoices
V224	Burlington Communications	2/19/21	93451	928.75	
V225	Burlington Electric Department	2/19/21	93452	2,127.85	Electric Bill
V228	C.I.D.E.R., Inc.	2/19/21	93453	11,301.61	E And D and Medicaid
V1813	CBM US INC	2/19/21	93454	308.83	
V220	Class C Solutions Group	2/19/21	93455	1,389.51	2 Part Invoices
V239	Cummins Northeast LLC	2/19/21	93456	1,645.93	2 Part Invoices
V240	D & M Fire and Safety Equipment	2/19/21	93457	150	
V242	Danform Shoes	2/19/21	93458	396.85	
V1664	Endeavor Business Media, LLC.	2/19/21	93459	150	
V250	Fisher Auto Parts	2/19/21	93460	335.03	
V1347	Foley Distributing Corp.	2/19/21	93461	250.71	
V257	Gillig Corp.	2/19/21	93462	4,761.10	9 Part Invoices
V1129	Global Montello Group Corp	2/19/21	93463	11,927.66	Fuel
V259	Grainger	2/19/21	93464	307.26	
V260	Green Mountain Kenworth, Inc.	2/19/21	93465	92.16	
V261	Green Mountain Power	2/19/21	93466	248.31	
V472	Irving Energy Distribution	2/19/21	93467	1,529.78	Heat Invoice
V1658	J. David White Associates, Inc.	2/19/21	93468	1,274.00	Part Invoice
V1191	Lucky's Trailer Sales Inc.	2/19/21	93469	3,841.89	Turbo Charger
V274	McMaster-Carr	2/19/21	93470	2,298.73	2 Part Invoices
V283	Neopart LLC	2/19/21	93471	3,099.24	2 Part Invoices
V996	New England Air Systems	2/19/21	93472	345	
V223	O'Reilly Auto Enterprises, LLC	2/19/21	93473	14.71	
V289	People's United Businesscard Services	2/19/21	93474	3,098.76	Credit Cards, Meals ,IT and Recruitment
V291	Prevost Parts	2/19/21	93475	14.8	
V864	Rick's Towing & Repair, Inc.	2/19/21	93476	600	
V1251	RouteMatch Software, Inc.	2/19/21	93477	33,969.95	3 Software Invoices
V299	SB Collins, Inc.	2/19/21	93478	1,445.27	Fuel
V451	Stowe, Town of Electric Department	2/19/21	93479	326.83	
V734	Thermo King Northeast/Dattco	2/19/21	93480	145.21	
V273	Transit Holding, Inc.	2/19/21	93481	2,083.44	7 Part Invoices
V313	Travelers	2/19/21	93482	398	
V1030	UniFirst Corporation	2/19/21	93483	26.4	
V626	VERMONT BUSINESS FOR SOCIAL RESPI	2/19/21	93484	120	
V410	Vermont Gas Systems, Inc.	2/19/21	93485	10,630.52	6 Gas Bills
V338	Westaff	2/19/21	93486	588.16	
V1348	Wind River Environmental LLC	2/19/21	93487	450.95	
V796	Yipes Auto Accessories	2/19/21	93488	54.52	
V303	SSTA	2/19/21	EFT00000015768	111,821.42	ADA, Tilley Drive and E & D

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V1025	Alter, Charles	2/26/21	93489	29.12	
V1785	Davis Alan	2/26/21	93490	198.8	Volunteer
V1884	Donaghy Peardon	2/26/21	93491	42	
V1868	KIng Brenda	2/26/21	93492	67.2	
V1297	Lund, Theresa	2/26/21	93493	66.56	
V181	Owen, Helen	2/26/21	93494	1,113.28	Volunteer
V1843	Peterson Deborah	2/26/21	93495	119.84	Volunteer
V1733	Slack, Robert	2/26/21	93496	73.92	
V99	Bergeron, Nathan	2/26/21	93497	250	FSA Reimbursement
V1082	Jusupovic, Mustafa	2/26/21	93498	100	Shoe Reimbursement
V338	Westaff	2/26/21	93499	618.49	2 Temporary Help Invoices
V1723	Abare, Ronald	2/26/21	EFT000000015769	533.12	Volunteer
V1775	Bertram Marjorie	2/26/21	EFT000000015770	141.12	Volunteer
V55	Boudreau, James	2/26/21	EFT000000015771	1,188.88	Volunteer
V1007	Bova, Wendy	2/26/21	EFT000000015772	113.12	Volunteer
V1150	Bruley SR, Mark	2/26/21	EFT000000015773	1,272.88	Volunteer
V1707	Chase, Betty	2/26/21	EFT000000015774	635.6	Volunteer
V1676	Croteau, William	2/26/21	EFT000000015775	817.6	Volunteer
V67	Jewett, Sheryl	2/26/21	EFT000000015776	123.2	Volunteer
V70	LeClair, Raymond	2/26/21	EFT000000015777	679.28	Volunteer
V75	Martin, Ronald	2/26/21	EFT000000015778	677.04	Volunteer
V86	Pike, Gail	2/26/21	EFT000000015779	1,139.04	Volunteer
V771	Sammons, Chandra	2/26/21	EFT000000015780	603.12	Volunteer
V89	Sayers, Gail	2/26/21	EFT000000015781	527.52	Volunteer
V1655	Sciria, Andrew	2/26/21	EFT000000015782	128.8	Volunteer
V93	Timm, Marta	2/26/21	EFT000000015783	838.88	Volunteer
V522	Turcotte, S Jeanette	2/26/21	EFT000000015784	193.2	Volunteer
V1725	Utton, Debra	2/26/21	EFT000000015785	854.56	Volunteer
V1623	Wells, Roy	2/26/21	EFT000000015786	238.91	Volunteer
V38	Moore, Jon	2/26/21	EFT000000015787	192.31	DCAP Reimbursement
V39	Sweeney, Cecil	2/26/21	EFT000000015788	275	FSA Reimbursement
V1626	Whiting, Jeremy	2/26/21	EFT000000015789	238.24	DCAP Reimbursement

To: Finance Committee

From: Nick Foss, Director of Finance
Kim Wall, Grants Manager
Debbie Coppola, Senior Accountant
Matt Kimball, Capital Projects Manager

Date: March 8, 2021

RE: Finance/Grants/Capital Projects

Monthly Review:

After a week away from the office, I would like to start by thanking my staff for allowing me to get in some fantastic skiing out West before the end of the season. It is comforting to know that when I am away from the office, I have such dedicated and qualified staff at the helm.

It certainly is a busy time right now for the Finance & Grants Department (F&G), and the Authority as a whole. On the grants side we are working on our second mid-year amendment with VTRANS (*VTRANS is awarding GMT \$20K of funding for a Recovery and Job Access pilot project*), as well as awaiting receipt of the State Grant Application for FY22. In addition, the entire Authority is working hard to compile the information necessary for VTRANS's 5311 State Management Review, which will be submitted on March 14th.

With December billing completed, we also conducted an analysis recently on the FY21 grant budgets. Details on the budget versus actuals are included in the December revenue section of the financials, however we found it especially important to review the 5307 grant, which includes GMT's CARES funds. At the beginning of FY21 the CARES Act grant had a balance of \$7,004,429. The FY21 Budget Adjustment planned on spending \$6,919,178, however we are currently projecting to spend only \$5,742,705. This will leave a projected \$1,261,724 at the end of FY21. Since this is flexible funding with no local match required, it will be critical in helping us manage our budget needs in FY22 and possibly beyond. Again, I want to stress that this is a projection, although we are cautiously optimistic.

On another note, staff recently calculated the urban transit rate. This process is historically only completed at the end of each fiscal year to finalize grant billing, however the volatility realized from COVID made a mid-year evaluation necessary. As of December, the current FY21 urban rate is \$90.65 based on payroll hours, which is 11.2% higher than FY20's final rate. This result is not surprising, as I mentioned in last month's report, the rural segment has also witnessed a large increase in its hourly rate (16.4% increase).

Despite the rate increases witnessed for both the urban and rural segments, I did want to highlight the positive overall expense trend year-to-date. As highlighted in the table below, GMT is operating at a lower expense level than both FY20 and FY19. The COVID-19 pandemic is a clear and dominant factor in these operating results; however, I do believe the Authority's dedication to both efficiency and conservative financial planning is paying off.

Total Expenses	Urban	Rural	Total
FY21 YTD	\$ 7,165,677	\$ 2,917,653	\$ 10,083,331
FY20 YTD	\$ 7,338,138	\$ 3,278,178	\$ 10,616,316
% change	-2.4%	-11.0%	-5.0%
FY19 YTD	\$ 7,263,346	\$ 3,398,742	\$ 10,662,088
% change	-1.3%	-14.2%	-5.4%

**YTD as of December*

Last month the Purchasing Policy was updated and approved by the Board of Commissioner's (BOC). Due to the changes included in the updated policy, F&G staff will be hosting a virtual procurement training series next month for all administrative staff to participate in. Procurement tends to be the primary area where findings are identified during Triennial exams, so it will continue to be a major focal point for our department.

Last week I was notified by our representatives at People's United Bank (PUB) that the company had been recently acquired by a competitor – M&T Bank. M&T Bank is a member of the Fortune 500, and is headquartered in Buffalo, New York. It operates 780 branches in New York, New Jersey, Pennsylvania, Maryland, Delaware, Virginia, West Virginia, Washington, D.C., Connecticut, and soon to be Vermont. Our relationship with PUB spans over 40 years, and started with what used to be Chittenden Bank before they too were acquired. I have been assured that currently there is no material change to our banking relationship with PUB. I have also been promised that when/if there are any material changes that I will be notified immediately. I have been very satisfied with PUB's service since my arrival at GMT and have appreciated the bank's willingness to find solutions to improve GMT's banking and internal controls. I look forward to providing continual updates to the Finance Committee and BOC as this acquisition proceeds.

Medicaid Update:

I am happy to report that GMT's Medicaid Non-Emergency Medical Transportation (NEMT) program is currently operating at a surplus as of December. However, with the current conversation around fare-free, I did want to take a moment to highlight the financial effects likely to arise from that type of environment.

During the most recent week of 3/5/21, F&G saw 229 unique passengers drop from our Passenger per Member Per Week count (PMPW). This resulted in a drop of around \$3K in PMPW revenue for that period. It is our belief that this is due directly to when we stopped charging fares in 2020, as the weeks line up nearly to the day. If our assumption is correct, fare free could cost us roughly \$150K in lost PMPW revenue on an annual basis.

The reason this presents an issue is: Medicaid demands that riders use the lowest cost service but does not allow members to bill for "no cost" rides. Therefore, we have groups of passengers who then rely only on the fixed route buses to get to appointments and GMT misses out on PMPW revenue for those passengers, who historically, were big subsidizers of the heavy users.

Weekly Unduplicated PMPW Counts and Payments		
Date	PMPW COUNTS	Payment Amt
03/27/20	1282	\$ 40,534.74
04/24/20	1280	\$ 40,489.77
05/29/20	1259	\$ 39,806.55
06/26/20	1218	\$ 38,482.00
07/31/20	1191	\$ 36,645.21
08/28/20	1170	\$ 36,069.03
09/25/20	1139	\$ 35,302.98
10/30/20	1122	\$ 28,650.00
11/27/20	1098	\$ 28,271.00
12/25/20	1092	\$ 27,721.00
01/29/21	1042	\$ 27,441.00
02/26/21	1017	\$ 27,055.00
03/05/21	911	\$ 24,945.00

Retirement Update:

This week I participated in a plan review with ICMA-RC, which manages and administers a legacy retirement plan for GMT. The legacy plan which was continued to give optionality to those GMT employees that at the time did not want to switch to the new Schwab platform, includes 8 employees and roughly \$1.9M in plan assets. I hold semi-annual meetings to ensure outreach is being conducted by ICMA-RC representatives, as well as to monitor the funds being offered to plan

participants. Moving forward, this will be something that the new Retirement Committee will be involved in providing oversight on as well.

The next Retirement Committee will be held in late April.

Financial Summary:

Attached are the December financials for your review along with the January expenses. As we review the expenses through January 31, 2021 we use a benchmark to determine how well we followed our budget. We calculate the benchmark as the percentage of the budget that would be expected to be earned/spent if all revenues and expenses were spent/earned equally over twelve months. Therefore, we would expect to see budgets at 50% for December and 58.3% for January.

The December financials currently show a **total surplus** of roughly **\$84K**. With a roughly **\$2.4K deficit** on the **urban** side and roughly **\$86.4K surplus** (Adj. figure = \$308.8K surplus) on the **rural** side. Please note that I have provided an adjusted figure on the rural side due to the non-cash charge resulting from the transfer of equipment to RCT.

Please find the following explanations for specific areas of interest:

Revenues were reviewed based on the activity through December 31st...

- **Federal Urban Formula Grant** - This is impacted by the overall urban spending. Total expenses are trending lower year-over-year and operating revenue is currently above benchmark, both of which reduce our 5307 billing. We also expect this line item to be lower because of the utilization of our Preventative Maintenance (PM) grant funding, which will run out before the end of the year. Once our PM funding is exhausted all maintenance expenses will be billed against our 5307 grant funds. Therefore 5307 trends lower during the start of a new fiscal year and then sharply increases once the PM grant runs out.
- **Federal Rural Operating Grant** – This is trending higher than benchmark due to the CARES funding provided by VTrans. This funding is 100% federal funding with no match requirement so we are earning the federal revenue at a higher rate and the State revenue at a lower rate.
- **Local Operating Assistance** – Revenue is at benchmark on the urban side and under benchmark on the rural side. The variance on the rural side is the result of contributions for seasonal service arriving later in the year. In addition, F&G has been notified that the Stowe Area Association is unable to pay their full contribution this year which will impact how close this line item tracks the budget.

- **State Regular Subsidy Operating Grant** – Revenue is at benchmark on the urban side. The rural side is coming up under benchmark because of the 5311 CARES Funds being provided by VTRANS. As explained above, these funds are at 100% federal and require no match.
- **E&D Grants and Local Match** – E&D revenue is below benchmark due to COVID related service reductions.
- **Other State Grants** – The rural side of this revenue is above benchmark. It is primarily driven by mobility management. We received an additional \$6,759 of funding in the midyear amendment that is not reflected in the budget so we would expect this line item to be above benchmark.
- **Other Federal Grants** – The Preventative Maintenance (PM) grant is the primary reason the urban revenue is trending high. The PM grant will run out before the end of the year, so we do not expect it to be on benchmark. The grant reduction also means this will be spent down faster than normal. CMAQ is also running slightly higher than expected, however this is hard to predict due to COVID service changes. In addition, it is expected that CMAQ will run higher than normal due to fare free service.
- **Interest Earnings** – The interest rate paid on GMT's sweep account is a direct result of the Federal Funds Target rate, which is set by the Federal Reserve. As a reminder, the Fed Funds rate is the rate banks buy and sells funds to and from the Federal Reserve. Over the last year, and as a result of the economic effects of the pandemic, the Fed Funds rate has gone from 1.75% at the beginning of 2020 to the current rate of .25% which was effective in the middle of March. GMT's rate has therefore gone from .80% as of January of last year to the current rate of .15%, which is the standard rate for the investment sweep account GMT has.
- **Miscellaneous Revenue** – This line item is over benchmark on the urban side due to timing of a large payment from Encore Renewables. Encore leased GMT's roof at its Burlington location for a solar array. The contract terms included a one-time payment of \$55.5K, as well as \$1K/yr. for the remainder of the contract.
- **Sale of Equipment** – A loss of \$222.5K is largely due to the transfer of busses and shelters to RCT. The transfer consisted of 4 busses and 3 shelters. RCT took over several rural service routes in July.
- **Medicaid Purchase of Service** – This line item is of the most consequence to the rural operating revenue segment. It currently is almost at benchmark, which I am happy to see. However, the revenue has been trending

downward because of lower ridership and fixed route remaining fare free. As a reminder, fare free service impacts our PMPW counts because if fares are not being charged, GMT cannot request PMPW reimbursement for a rider being scheduled on the fixed route.

- **Purchase of Service** – This line item is currently over benchmark on the urban side and under benchmark on the rural side. This variance on the urban side is due to timing of payments, whereas on the rural side it is due to the discontinuation of service due to COVID-19.

Expenses were reviewed based on the activity through January 31st...

- **Wages** - Overall wages came in slightly under benchmark on the urban side and under benchmark on the rural side. Rural driver wages remain under budget, mainly due to the suspension of some seasonal routes and the transfer of service to RCT.
- **Unemployment** is under benchmark on both systems due to credits we have received from the state.
- **Pension plan expense** on the rural side is over benchmark. This is a result of hazard pay pushing overall wages higher.
- **Other employee benefits** are over benchmark due to timing of invoices from Workplace Solutions.
- **Recruiting Expenses** are over benchmark on the rural side due to the start of seasonal hiring for the advent of seasonal service.
- **Dues and Subscriptions** are over benchmark for both systems. The urban side is due to timing of an invoice from the Howard Center for the Outreach program. The rural side is due to a change in allocation for the VPTA dues. Historically the dues have been split between urban and rural equally, however the costs are now being fully allocated to the rural side. This change was made because of the new Medicaid reimbursement methodology, which reimburses for all expenses related to the Medicaid program.
- **Communications** is under benchmark due to timing of invoices.
- **Computer Services** is over benchmark due to timing of invoices.
- **Background Checks** is over benchmark as a result of seasonal hiring on the rural side.
- **Safety Expense** is over benchmark due to a driver safety lunch in July.

- **Other Planning** is over benchmark on the rural side due to the timing of Steadman Hill Consulting invoices. Which included NTD processing, Microtransit prelaunch and fare free analysis.
- **Passenger Facility expenses** is over benchmark due to payment of past due invoices to the Town of Jeffersonville for parking access.
- **Cleaning** is over benchmark on the urban side due to the hiring of temporary labor during the summer. This program ended in August.
- **Maintenance tools** is high due to timing of invoices.
- **Misc. maintenance expenses** are high due to vehicle registrations.

The following is an update of the ongoing capital projects staff continue to work on:

☆ **Passenger Shelters:**

- Coordinating site assessments and preparation of bid documents for shelter installations that would take place in the Spring. Obtaining quotes for the installation of glass windows in the rural shelter currently in storage at GMT's facility.

☆ **Montpelier Transit Center:**

- Scheduling staff training with Norris for operation and troubleshooting of the security system. Coordinating with the City of Montpelier on the completion of punch list items for the General Contractor, including the main door ADA Opener, door sweeps at exterior doors, Vacant/Occupied indicators at bathroom doors, and "One-Way" signage for the travel lanes inside the center.

☆ **Electric Small Bus Procurement**

- The evaluation committee has obtained clarification information from both Proposers and has obtained references. The goal is for the committee to complete evaluations by mid-March.
- An initial site assessment with GMT's electrical engineering contractor indicates that minimal service upgrades would be needed to install charging stations inside the garage. Reviewing a task order for A&E services to complete design work for the installation of chargers. Working with Advance Transit on the development of a statewide procurement for charging equipment. The goal is to have chargers installed at the Berlin facility by the end of the fiscal year.

☆ **DTC Air Conditioning Improvements**

- Designs have been finalized to add an air conditioning head unit to the ticket booth. This installation will be pushed out to the Spring and staff will prepare a bid package for this project over the winter.

☆ **Washington County Facility Site Selection Study**

- The consulting team has narrowed the list of sites to three options. Continuing to work with consulting team to develop evaluation criteria for the remaining locations as well as methods for estimating acquisition and long-term costs associated with each site.

☆ **31 Queen City Park Rd Facility Renovations**

- Preparing scope of work for a new design task order to advance renovation designs for other areas of the facility such as overall building envelope improvements, site drainage issues, and building ventilation.

Benchmark = 50%

REVENUES

FEDERAL, STATE AND LOCAL REVENUE

	Current Fiscal Year To Date			FY21 BUDGET ADJ BUDGET (Approved Dec 2018)			Budget Variance		
	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined
Municipal Member Assessments	1,227,954		1,227,954	2,476,163		2,476,163	49.6%		49.6%
Municipal Paratransit Assessments	344,386		344,386	668,516		668,516	51.5%		51.5%
Local Operating Assistance	26,896	179,105	206,001	53,791	443,623	497,414	40.4%	47,198	41.4%
Federal Urban Formula Grant	2,555,397		2,555,397	6,919,178		6,919,178	36.9%		36.9%
Federal Rural Operating Grant	1,053,474	1,053,474	1,053,474	1,893,100		1,893,100	0.0%		55.6%
State Regular Subsidy Operating Grant	867,072	92,090	959,162	1,734,144		2,521,644	50.0%	1,131,096	38.0%
E&D Grants and Local Match		471,649	471,649	1,351,950		1,351,950	0.0%		34.9%
Other State Grants	185,286	36,335	221,621	364,867		428,712	50.8%	50,107	51.7%
Other Federal Grants	1,697,015	417,643	2,114,659	3,020,422		3,884,227	56.2%	1,799,445	54.4%
Fund Balance Reserves							0.0%		0.0%
Capital Reserve Revenue							0.0%		0.0%
Total Federal, State and Local Revenues	6,904,005	2,250,296	9,154,301	15,237,081	5,403,823	20,640,904	45.3%	5,959,280	44.4%

OPERATING REVENUE

Passenger Revenue	235		235				0.0%		0.0%
Paratransit Passenger Fares							0.0%		0.0%
Advertising Revenue	114,775	39,656	154,431	150,000	30,000	180,000	76.5%	90,387	85.8%
Interest Earnings	197	2,762	2,959	700	9,000	9,700	28.1%	373	30.5%
Miscellaneous Revenue	54,801		54,801	56,750		56,750	96.6%	5,296	96.6%
Sales Of Equipment	12,960	(222,457)	(209,497)	1,000	2,000	3,000	1296.0%	3,947	-6983.2%
Medicaid Purchase Of Svc		870,235	870,235		1,690,975	1,690,975	0.0%		51.5%
Purchase of Service	24,988	26,965	51,953	43,012	71,253	114,265	58.1%	22,350	45.5%
Warranty Revenue							0.0%		0.0%
Operating Revenue	207,955	717,161	925,116	251,462	1,803,228	2,054,690	82.7%	1,298,749	45.0%

Total Revenue

7,111,959	2,967,458	10,079,417	15,488,543	7,207,051	22,695,594	29,683,137	45.9%	7,258,030	44.4%
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EXPENSES

SALARIES AND WAGES

Other Wages	715,489	447,901	1,163,389	1,431,868	955,955	2,387,823	50.0%	751,300	48.7%
Driver/Operator Wages	2,116,578	814,561	2,931,139	4,253,033	2,088,548	6,341,580	49.8%	2,320,169	46.2%
Vehicle Repair Wages	470,950	85,499	556,450	1,017,556	175,059	1,192,615	46.3%	452,774	46.7%
Salaries and Wages	3,303,017	1,347,961	4,650,978	6,702,457	3,219,562	9,922,019	49.3%	3,524,243	46.9%

PERSONNEL TAXES AND BENEFITS

Payroll Taxes (FICA/MC)	252,475	104,081	356,556	512,738	246,296	759,034	49.2%	275,175	47.0%
Unemployment Tax Exp	6,925	2,493	9,418	25,000	22,000	47,000	27.7%	(142)	20.0%
Medical Insurance/HRA	937,520	260,377	1,197,897	1,889,099	542,891	2,431,990	49.6%	930,803	49.3%
Pension Plan Expenses	147,734	47,780	195,514	294,908	80,489	375,397	50.1%	157,750	52.1%
Employee Development	429	482	911	13,000	12,000	25,000	3.3%	7,034	3.6%
Other Employee Benefits	67,184	26,888	94,071	116,372	49,725	166,097	57.7%	68,107	56.6%
Personnel Taxes and Benefits	1,412,268	442,100	1,854,368	2,851,116	953,401	3,804,518	49.5%	1,438,726	48.7%

GENERAL AND ADMIN EXPENSES

Admin Supplies and Expenses	16,652	7,627	24,278	44,703	21,899	66,602	37.2%	21,666	36.5%
Recruiting Expenses	4,158	6,286	10,444	12,400	7,000	19,400	33.5%	4,272	53.8%
Dues and Subscriptions	5,858	7,748	13,606	10,305	4,992	15,297	56.8%	4,050	88.9%
Travel and Meetings				2,500	1,256	3,756	0.0%	309	0.0%
Board Development							0.0%		0.0%
Communications	14,305	11,212	25,516	38,464	36,463	74,927	37.2%	18,183	34.1%
Computer Service Exp	40,837	33,765	74,602	80,262	49,067	129,329	50.9%	59,134	57.7%
Legal Fees	38,181	1,020	39,202	102,300	58,800	161,100	37.3%	19,462	24.3%
Insurance	496,832	218,495	715,327	995,018	445,204	1,440,222	49.9%	475,716	49.7%
Audit Fees	9,485	4,065	13,550	16,450	7,050	23,500	57.7%	15,435	57.7%
Consulting Fees							0.0%	4,042	0.0%
General and Admin Expenses	626,308	290,218	916,525	1,302,403	631,731	1,934,134	48.1%	622,269	47.4%

OPERATIONS EXPENSES

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Green Mountain Transit Authority
Budget v. Actual Report
For the Six Months Ending Thursday, December 31, 2020

Benchmark = 50%

	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural
	Current Fiscal Year To Date	FY21 BUDGET ADJ BUDGET (Approved Dec 2018)	Budget Variance	FY21 BUDGET ADJ BUDGET (Approved Dec 2018)	Budget Variance	Budget Variance	Urban	Rural	Combined	Urban	Rural
Background Checks	464	5,306	5,770	11,500	13,900	19.3%	19.3%	46.1%	41.5%	806	10,026
Drug & Alcohol Testing						0.0%	0.0%	0.0%	0.0%		
DOT Testing	2,998	1,558	4,556	6,270	12,770	46.1%	46.1%	24.8%	35.7%	3,060	3,526
Employment Recruitment Program				400	1,200	0.0%	0.0%	0.0%	0.0%	800	800
Driver's Uniforms	10,131	4,301	14,432	20,000	30,000	50.7%	50.7%	43.0%	48.1%	9,580	4,941
Safety Expense	741	741	741	500	900	185.2%	185.2%	0.0%	82.3%	328	131
Misc. Operating Exp	1,132	362	1,494	1,100	7,225	18.5%	18.5%	32.9%	20.7%	987	131
Operations Expenses	15,466	11,528	26,994	36,225	65,995	42.7%	42.7%	38.7%	40.9%	15,562	18,624

PLANNING EXPENSES

Other Planning Expenses	20,407	19,323	19,323	25,000	25,000	0.0%	0.0%	77.3%	77.3%	1,873	1,873
MPO Planning Expenses				100,000	100,000	20.4%	20.4%	0.0%	20.4%	16,515	16,515
Planning Expenses	20,407	19,323	39,729	100,000	125,000	20.4%	20.4%	77.3%	31.8%	16,515	1,873

VEHICLE/BUILDING MAINTENANCE EXP (15 Industrial)

Parts Expense - Non-Revenue Vehicles	2,146	1,179	3,325	2,000	7,000	42.9%	42.9%	58.9%	47.5%	2,392	299
Parts Expense - Revenue Vehicles	257,988	41,683	299,671	720,500	846,500	35.8%	35.8%	33.1%	35.4%	301,984	58,713
Tires	38,065	10,387	48,452	23,000	108,000	44.8%	44.8%	45.2%	44.9%	47,916	14,349
Facility Maintenance	20,323	21,925	42,248	54,900	108,900	37.6%	37.6%	39.9%	38.8%	31,308	27,541
Passenger Facility Expenses	22,130	22,130	22,130	29,187	29,187	75.8%	75.8%	0.0%	75.8%	16,182	
Security Expenses						0.0%	0.0%	0.0%	0.0%		
Cleaning Expense	5,382	3,371	8,753	7,800	17,800	69.0%	69.0%	33.7%	49.2%	5,940	5,897
Repeater Fees	10,296	6,840	17,136	20,304	35,856	50.7%	50.7%	44.0%	47.8%	10,044	8,208
Light, Heat and Water	68,342	15,938	84,280	177,500	246,900	38.5%	38.5%	23.0%	34.1%	67,489	19,552
Fuel - Vehicles	220,942	115,062	336,004	861,000	1,286,000	25.7%	25.7%	27.1%	26.1%	451,664	178,728
Maintenance Tools/Supplies/Uniforms	64,302	15,952	80,254	75,115	94,135	85.6%	85.6%	83.9%	85.3%	43,365	11,529
Misc Maint Expenses and fees	1,499	1,557	3,056	2,112	4,060	71.0%	71.0%	79.9%	75.3%	1,095	2,847
Vehicle/Building Maintenance Exp	711,415	233,894	945,310	2,037,518	2,784,338	34.9%	34.9%	31.3%	34.0%	979,380	327,664

CONTRACTOR EXPENSES

ADA/SSA Paratransit	554,881	45,872	554,881	1,343,544	1,343,544	41.3%	41.3%	0.0%	41.3%	606,444	
Partner Local Share				19,833	65,705	0.0%	0.0%	100.0%	69.8%		
Functional Assessment Costs				2,500	2,500	0.0%	0.0%	0.0%	0.0%	3,214	
Volunteer Drivers	980	177,359	177,359	583,867	583,867	30.4%	30.4%	30.4%	30.4%	325,389	
Other Transportation (incl Cabs)		277,120	278,101	823,518	830,551	13.9%	13.9%	33.7%	33.5%	3,096	411,731
Contractor Expenses	555,861	500,351	1,056,212	1,372,910	2,826,167	40.5%	40.5%	34.4%	37.4%	612,754	737,120

MARKETING EXPENSE

Bus Tickets/Fare Media	2,670	1,213	3,883	20,000	22,400	0.0%	0.0%	0.0%	0.0%	7,170	520
Marketing Expense	11,230	5,322	16,552	22,000	33,000	51.0%	51.0%	48.4%	50.2%	12,011	4,887
Public Information											
Marketing Expense	13,900	6,535	20,435	68,320	93,720	20.3%	20.3%	25.7%	21.8%	28,898	13,959

OTHER EXPENSES

Allowance for Doubtful Accounts						0.0%	0.0%	0.0%	0.0%		
Debt Service/Capital Reserve	6,953		6,953	8,214	8,214	84.7%	84.7%	0.0%	84.7%	46,443	
Bond Interest	82		82			0.0%	0.0%	0.0%	0.0%		
Capital Match	500,000	65,745	565,745	1,000,000	1,131,490	50.0%	50.0%	50.0%	50.0%	53,350	38,800
Other Expenses	507,036	65,745	572,781	1,008,214	1,139,704	50.3%	50.3%	50.0%	50.3%	99,793	38,800

TOTAL EXPENSES

	7,165,677	2,917,653	10,083,331	15,479,163	22,695,594	46.3%	46.3%	40.4%	44.4%	7,338,138	3,278,178
Current Year Deferred Costs	87,912		87,912			0.0%	0.0%	0.0%	0.0%	72,355	
OH Admin Allocation	88,732	(88,732)		196,077	(196,077)	45.3%	45.3%	0.0%	0.0%	113,147	(113,147)
Urban Shop Allocation	32,464	(32,464)		84,913	(84,913)	38.2%	38.2%	0.0%	0.0%	51,339	(51,339)
Rural Link Cost Allocation	(157,738)	157,738		(290,370)	290,370	54.3%	54.3%	0.0%	0.0%	(144,294)	144,294
ALLOCATIONS BETWEEN PROGRAMS	(36,542)	36,542		(9,380)	9,380	389.6%	389.6%	0.0%	0.0%	20,192	(20,192)

Balance Of Operating Budget

	(2,349)	86,347	83,998	0	0	0	0	0	0	12,439	280,856
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Green Mountain Transit Authority
Budget v. Actual Report
For the Six Months Ending Thursday, December 31, 2020

Benchmark = 50%

Capital Revenue

	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	
	Current Fiscal Year To Date			FY21 BUDGET ADJ BUDGET (Approved Dec 2018)			Budget Variance			PYTD 2020		
Federal Revenue	862,026	660,368	1,522,395				0.0%	0.0%	0.0%	1,073,363	1,181,132	
State Revenue	107,772	52,210	159,981				0.0%	0.0%	0.0%	104,522	43,645	
Paratransit Lease Revenue	72,549		72,549				0.0%	0.0%	0.0%	214,166		
Local Match Revenue	500,000	65,745	565,745				0.0%	0.0%	0.0%	53,350	38,800	
Total Capital Revenue	1,542,347	778,323	2,320,670				0.0%	0.0%	0.0%	1,445,401	1,263,576	

Capital Expenses

Vehicles	721,323	751,860	1,473,183				0.0%	0.0%	0.0%	427,098	1,260,020
Maintenance Parts and Equipment	308,914	14,504	323,418				0.0%	0.0%	0.0%	274,293	6,510
Passenger Amenities	6,850	1,299	8,148				0.0%	0.0%	0.0%	2,316	
Facility Repairs and Improvements	41,093	24,090	65,183				0.0%	0.0%	0.0%	532,289	88,065
Total Capital Expenses	1,078,179	791,753	1,869,932				0.0%	0.0%	0.0%	1,235,996	1,354,595

Balance of Capital Budget

	464,168	(13,430)	450,738				0.0%	0.0%	0.0%	209,405	(91,019)
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Transfer of Purchases to Fixed Assets

Deferred Costs	678,798	690,724	1,369,522				0.0%	0.0%	0.0%	940,417	1,329,517
Depreciation Expense	(1,494,963)	(341,092)	(1,836,054)				0.0%	0.0%	0.0%	(1,461,998)	(408,770)
Subtotal	(816,165)	349,632	(466,533)				0.0%	0.0%	0.0%	(521,581)	920,748

Current Change in Net Assets

	(354,346)	422,549	68,203							(299,737)	1,110,585
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Benchmark = 58.3%

REVENUES

FEDERAL, STATE AND LOCAL REVENUE

	Current Fiscal Year To Date			FY21 BUDGET ADJ BUDGET (Approved Dec 2018)			Budget Variance			PYTD 2020		
	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined
Municipal Member Assessments	1,432,613		1,432,613	2,476,163		2,476,163	57.9%	0.0%	0.0%	1,404,867		1,404,867
Municipal Paratransit Assessments	401,783		401,783	668,516		668,516	60.1%	0.0%	0.0%	394,072		394,072
Local Operating Assistance	31,378	230,986	262,365	53,791	443,623	497,414	58.3%	52.1%	52.7%	55,065	234,735	234,735
Federal Urban Formula Grant	2,555,397		2,555,397	6,919,178		6,919,178	36.9%	0.0%	0.0%	1,525,288		1,525,288
Federal Rural Operating Grant	1,011,584	1,053,474	1,053,474	1,893,100		1,893,100	0.0%	55.6%	55.6%	830,955		830,955
State Regular Subsidy Operating Grant	92,090	1,103,674	1,103,674	787,500		2,521,644	58.3%	11.7%	43.8%	1,319,612		558,975
E&D Grants and Local Match	471,868		471,868	1,351,950		1,351,950	0.0%	34.9%	34.9%	797,329		797,329
Other State Grants	185,286	36,335	221,621	364,867		428,712	50.8%	56.9%	51.7%	58,527		25,442
Other Federal Grants	1,724,815	417,643	2,142,459	3,020,422		863,805	57.1%	48.3%	55.2%	2,085,267		621,787
Fund Balance Reserves							0.0%	0.0%	0.0%			
Capital Reserve Revenue							0.0%	0.0%	0.0%			
Total Federal, State and Local Revenues	7,342,856	2,302,397	9,645,252	15,237,081	5,403,823	20,640,904	48.2%	42.6%	46.7%	6,842,698	3,069,224	3,069,224

OPERATING REVENUE

Passenger Revenue	267	10	277				0.0%	0.0%	0.0%	1,348,266		80,036
Paratransit Passenger Fares							0.0%	0.0%	0.0%	59,914		
Advertising Revenue	117,483	49,854	167,336	150,000	30,000	180,000	78.3%	166.2%	93.0%	96,297		22,500
Interest Earnings	228	3,247	3,474	700	9,000	9,700	32.5%	36.1%	35.8%	435		12,149
Miscellaneous Revenue	54,803	2	54,805	56,750	2,000	56,750	96.6%	0.0%	96.6%	20,869		58
Sales Of Equipment	12,960	(222,457)	(209,497)	1,000	2,000	3,000	1296.0%	-11122.9%	-6983.2%	3,947		3,707
Medicaid Purchase Of Svc		980,439	980,439		1,690,975	1,690,975	0.0%	58.0%	58.0%			1,240,322
Purchase of Service	27,515	31,163	58,678	43,012	71,253	114,265	64.0%	43.7%	51.4%	25,297		54,895
Warranty Revenue							0.0%	0.0%	0.0%			
Operating Revenue	213,254	842,257	1,055,511	251,462	1,803,228	2,054,690	84.8%	46.7%	51.4%	1,555,023	1,413,667	1,413,667

Total Revenue

7,556,110	3,144,654	10,700,763	15,488,543	7,207,051	22,695,594	22,695,594	48.8%	43.6%	47.1%	8,397,721	4,482,891	4,482,891
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EXPENSES

SALARIES AND WAGES

Other Wages	818,094	516,580	1,334,674	1,431,868	955,955	2,387,823	57.1%	54.0%	55.9%	841,071		525,132
Driver/Operator Wages	2,414,610	970,133	3,384,743	4,253,033	2,088,548	6,341,580	56.8%	46.5%	53.4%	2,646,730		1,050,195
Vehicle Repair Wages	533,185	95,350	628,535	1,017,556	175,059	1,192,615	52.4%	54.5%	52.7%	525,437		97,609
Salaries and Wages	3,765,889	1,582,063	5,347,952	6,702,457	3,219,562	9,922,019	56.2%	49.1%	53.9%	4,013,238	1,672,936	1,672,936

PERSONNEL TAXES AND BENEFITS

Payroll Taxes (FICA/MC)	289,130	121,964	411,094	512,738	246,296	759,034	56.4%	49.5%	54.2%	313,370		127,381
Unemployment Tax Exp	9,049	3,476	12,525	25,000	22,000	47,000	36.2%	15.8%	26.6%	(189)		6,438
Medical Insurance/HRA	1,101,299	307,025	1,408,324	1,889,099	542,891	2,431,990	58.3%	56.6%	57.9%	1,094,925		306,071
Pension Plan Expenses	164,764	54,958	219,723	294,908	80,489	375,397	55.9%	68.3%	58.5%	180,035		39,721
Employee Development	884	1,537	2,421	13,000	12,000	25,000	6.8%	12.8%	9.7%	8,402		3,723
Other Employee Benefits	78,908	41,157	120,065	116,372	49,725	166,097	67.8%	82.8%	72.3%	81,414		33,315
Personnel Taxes and Benefits	1,644,034	530,118	2,174,152	2,851,116	953,401	3,804,518	57.7%	55.6%	57.1%	1,677,956	516,648	516,648

GENERAL AND ADMIN EXPENSES

Admin Supplies and Expenses	19,711	8,760	28,470	44,703	21,899	66,602	44.1%	40.0%	42.7%	26,882		10,173
Recruiting Expenses	4,158	6,935	11,093	12,400	7,000	19,400	33.5%	99.1%	57.2%	4,272		3,210
Dues and Subscriptions	5,858	7,748	13,606	10,305	4,992	15,297	56.8%	155.2%	88.9%	4,067		3,252
Travel and Meetings				2,500	1,256	3,756	0.0%	0.0%	0.0%	747		2,286
Board Development							0.0%	0.0%	0.0%			
Communications	17,918	15,428	33,346	38,464	36,463	74,927	46.6%	42.3%	44.5%	19,063		15,380
Computer Service Exp	41,773	69,857	111,630	80,262	49,067	129,329	52.0%	142.4%	86.3%	58,783		25,415
Legal Fees	40,506	1,790	42,297	102,300	58,800	161,100	39.6%	3.0%	26.3%	22,307		5,881
Insurance	580,098	255,247	835,345	995,018	445,204	1,440,222	58.3%	57.3%	58.0%	554,860		242,866
Audit Fees	9,485	4,065	13,550	16,450	7,050	23,500	57.7%	57.7%	57.7%	18,795		8,055
Consulting Fees							0.0%	0.0%	0.0%	4,042		4,042
General and Admin Expenses	719,506	369,831	1,089,337	1,302,403	631,731	1,934,134	55.2%	58.5%	56.3%	713,819	320,560	320,560

OPERATIONS EXPENSES

Benchmark = 58.3%

	Current Fiscal Year To Date		FY21 BUDGET ADJ BUDGET (Approved Dec 2018)		Budget Variance		PYTD 2020			
	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural		
Background Checks	464	7,028	7,492	2,400	11,500	13,900	19.3%	61.1%	925	11,317
Drug & Alcohol Testing							0.0%	0.0%		
DOT Testing	3,516	3,651	7,167	6,500	6,270	12,770	54.1%	58.2%	3,855	4,116
Employment Recruitment Program				800	400	1,200	0.0%	0.0%	800	
Driver's Uniforms	10,531	4,301	14,832	20,000	10,000	30,000	52.7%	43.0%	9,830	4,941
Safety Expense	741		741	400	500	900	185.2%	0.0%	328	
Misc. Operating Exp	1,292	362	1,654	6,125	1,100	7,225	21.1%	32.9%	987	131
Operations Expenses	16,544	15,343	31,886	36,225	29,770	65,995	45.7%	51.5%	16,726	20,505

PLANNING EXPENSES

Other Planning Expenses	21,833		21,833	25,000	25,000	25,000	0.0%	87.3%		7,789
MPO Planning Expenses	24,854		24,854	100,000	100,000	100,000	24.9%	0.0%	26,549	
Planning Expenses	24,854	21,833	46,686	100,000	25,000	125,000	24.9%	87.3%	26,549	7,789

VEHICLE/BUILDING MAINTENANCE EXP (15

Industrial)

Parts Expense - Non-Revenue Vehicles	2,645	1,192	3,836	5,000	2,000	7,000	52.9%	59.6%	2,578	299
Parts Expense - Revenue Vehicles	305,316	56,386	361,702	720,500	126,000	846,500	42.4%	44.8%	372,883	65,186
Tires	49,017	10,387	59,404	85,000	23,000	108,000	57.7%	45.2%	51,283	16,020
Facility Maintenance	26,341	29,621	55,962	54,000	54,900	108,900	48.8%	54.0%	37,520	31,689
Passenger Facility Expenses	22,982		22,982	29,187		29,187	78.7%	0.0%	20,576	
Security Expenses	27		27				0.0%	0.0%		
Cleaning Expense	5,382	3,897	9,278	7,800	10,000	17,800	69.0%	39.0%	5,940	6,497
Repeat Fees	12,012	8,208	20,220	20,304	15,552	35,856	52.1%	52.8%	11,718	9,576
Light, Heat and Water	92,430	19,655	112,086	177,500	69,400	246,900	52.1%	28.3%	85,144	25,885
Fuel - Vehicles	263,494	142,952	406,446	861,000	425,000	1,286,000	30.6%	33.6%	519,491	228,313
Maintenance Tools/Supplies/Uniforms	71,137	17,311	88,448	75,115	19,020	94,135	94.7%	91.0%	47,052	12,585
Misc Maint Expenses and fees	1,530	1,577	3,107	2,112	1,948	4,060	72.4%	80.9%	1,626	2,869
Vehicle/Building Maintenance Exp	852,313	291,186	1,143,499	2,037,518	746,820	2,784,338	41.8%	39.0%	1,155,809	398,920

CONTRACTOR EXPENSES

ADA/SSTA Paratransit	635,833	45,872	635,833	1,343,544	45,872	1,343,544	47.3%	0.0%	719,909	
Partner Local Share			45,872	19,833		65,705	0.0%	100.0%	9,917	
Functional Assessment Costs				2,500		2,500	0.0%	0.0%	3,733	
Volunteer Drivers			204,964	204,964	583,867	583,867	0.0%	35.1%	384,458	
Other Transportation (incl Cabs)	1,342	290,815	292,157	7,033	823,518	830,551	19.1%	35.3%	3,612	483,620
Contractor Expenses	637,174	541,651	1,178,825	1,372,910	1,453,257	2,826,167	46.4%	37.3%	737,170	868,078

MARKETING EXPENSE

Bus Tickets/Fare Media			20,000	2,400	22,400	22,400	0.0%	0.0%	9,357	1,014
Marketing Expense	2,693	1,236	3,928	26,320	12,000	38,320	10.2%	10.3%	9,717	8,607
Public Information	11,411	5,473	16,884	22,000	11,000	33,000	51.9%	49.8%	11,276	4,887
Marketing Expense	14,104	6,709	20,812	68,320	25,400	93,720	20.6%	26.4%	30,350	14,508

OTHER EXPENSES

Allowance for Doubtful Accounts							0.0%	0.0%		
Debt Service/Capital Reserve			6,953	8,214	8,214	8,214	84.7%	0.0%	46,443	
Bond Interest							0.0%	0.0%		
Capital Match	583,333	76,703	660,036	1,000,000	131,490	1,131,490	58.3%	58.3%	62,242	45,267
Other Expenses	590,287	76,703	666,989	1,008,214	131,490	1,139,704	58.5%	58.3%	108,684	45,267

TOTAL EXPENSES

	8,264,705	3,435,435	11,700,140	15,479,163	7,216,431	22,695,594	53.4%	47.6%	8,480,300	3,865,213
Current Year Deferred Costs	124,228		124,228				0.0%	0.0%	57,362	
OH Admin Allocation	73,812	(73,812)		196,077	(196,077)		37.6%	0.0%	139,161	(139,161)
Urban Shop Allocation	43,279	(43,279)		84,913	(84,913)		51.0%	0.0%	55,329	(55,329)
Rural Link Cost Allocation	(183,159)	183,159		(290,370)	290,370		63.1%	0.0%	(169,095)	169,095
ALLOCATIONS BETWEEN PROGRAMS	(66,068)	66,068		(9,380)	9,380		704.3%	0.0%	25,395	(25,395)

Balance Of Operating Budget

	(650,434)	(224,713)	(875,148)	0	0	0			178	592,283
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Benchmark = 58.3%

Capital Revenue

	Current Fiscal Year To Date			FY21 BUDGET ADJ BUDGET (Approved Dec 2018)			Budget Variance			PYTD 2020		
	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined
Federal Revenue	862,026	660,368	1,522,395				0.0%	0.0%	0.0%	1,237,984	1,332,738	1,332,738
State Revenue	107,772	52,210	159,981				0.0%	0.0%	0.0%	110,388	53,710	53,710
Paratransit Lease Revenue	72,549		72,549				0.0%	0.0%	0.0%	214,166		
Local Match Revenue	583,333	76,703	660,036				0.0%	0.0%	0.0%	62,242	45,267	45,267
Total Capital Revenue	1,625,681	789,280	2,414,961				0.0%	0.0%	0.0%	1,624,779	1,431,715	1,431,715

Capital Expenses

Vehicles	722,119	751,860	1,473,979				0.0%	0.0%	0.0%	481,501	1,260,020	1,260,020
Maintenance Parts and Equipment	330,901	15,461	346,362				0.0%	0.0%	0.0%	288,362	6,510	6,510
Passenger Amenities	7,725	1,299	9,023				0.0%	0.0%	0.0%	2,316		
Facility Repairs and Improvements	113,058	25,000	138,058				0.0%	0.0%	0.0%	664,894	97,937	97,937
Total Capital Expenses	1,173,803	793,620	1,967,423				0.0%	0.0%	0.0%	1,437,072	1,364,467	1,364,467

Balance of Capital Budget

	451,878	(4,340)	447,538				0.0%	0.0%	0.0%	187,707	67,247	67,247
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Transfer of Purchases to Fixed Assets

Deferred Costs	790,791	690,724	1,481,514				0.0%	0.0%	0.0%	1,128,398	1,337,017	1,337,017
Depreciation Expense	(1,762,933)	(400,473)	(2,163,406)				0.0%	0.0%	0.0%	(1,701,869)	(477,954)	(477,954)
Subtotal	(972,143)	290,250	(681,892)				0.0%	0.0%	0.0%	(573,472)	859,064	859,064

Current Change in Net Assets

	(1,170,699)	61,198	(1,109,502)							(385,587)	1,518,594	1,518,594
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Month: <i>February 2021</i>		
Urban Data	Data	Notes
Miles Operated:	130,193	Revenue Vehicles
Major Road Calls:	6	Failure prevented a vehicle from completing or starting a scheduled revenue trip
Major Road Calls/100,000 Miles:	4.6	
Minor Road Calls:	2	Vehicle physically able to continue in revenue service without creating a safety concern (i.e. fare box, HVAC)
Total Road Calls/100,000 Miles:	6.15	
"C" PM's Completed:	23	"C" PM is a major inspection consisting of a PM checklist, brake inspection, chassis grease and engine oil change, preformed every 6,000 miles
"C" PM On-time %	100%	Within 10% of the scheduled mileage per the FTA
Active Fleet Avg. Age	8.96 years	Transit buses have a 12 year life expectancy
Rural Data		Notes
Miles Operated:	75,202	Revenue Vehicles
Major Road Calls:	0	Failure prevented a vehicle from completing or starting a scheduled revenue trip
Major Road Calls/100,000 Miles:	0	
Minor Road Calls:	0	Vehicle physically able to continue in revenue service without creating a safety concern (i.e. fare box, HVAC)
Total Road Calls/100,000 Miles:	0	
"C" PM's Completed:	16	"C" PM is a major inspection consisting of a PM checklist, brake inspection, chassis grease and engine oil change, preformed every 6,000 miles
"C" PM On-time %	100%	Within 10% of the scheduled mileage per the FTA
Cut-away Active Fleet Avg. Age	2.91 years	Cut-away buses have a 5 year life expectancy

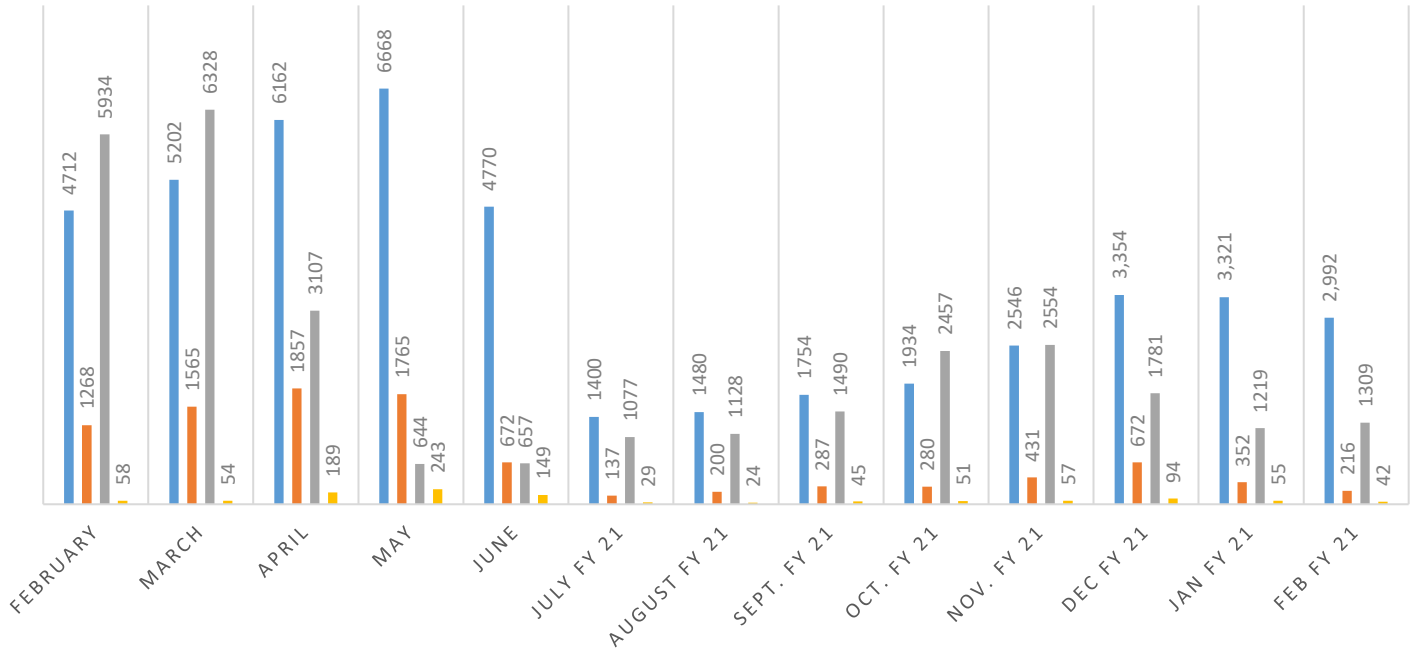


To: GMT Board of Commissioners
From: Jamie Smith, Director of Marketing and Planning
Date: March 11, 2021
Re: Marketing and Planning Update

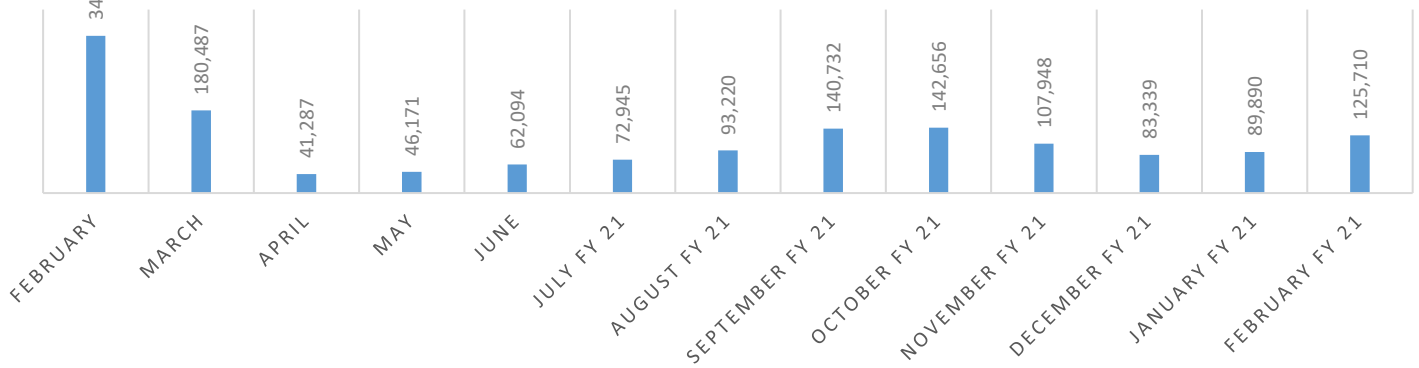
- We are now one month into having a full rollout of the Onboard app on all GMT Urban Buses. Planning, Operations, Training have worked together towards a successful rollout and have seen really good results
 - Early Timepoint Departures have decreased by nearly 39% in vehicles logged into the app vs. vehicles logged out.
 - On-Time Performance has increased by over 7% in vehicles logged into the app vs. vehicles logged out.
- Planning, Operations, and Training continue to serve on the customer council for the Service Adjustments module. This allows staff to utilize dispatch tools, and implement real time service changes in the event of detour or service suspension on both the onboard app for drivers and passenger facing pieces (Transit App & GMT live Map).
- Planning Staff have been working on developing and analyzing service adjustment proposals for the June schedule.
- Planning/ Marketing Staff met with CATMA to discuss developing a college student focused marketing plan as well as discussion around forming a college student transit committee.
- Planning Staff continue to meet regularly with the Future of Rural Transit group which is a broad coalition of partners is seeking to expand transportation options for rural communities in Vermont

GMT TRANSIT APP STATISTICS

■ Monthly Active Users
 ■ Downloads
 ■ GO trips
 ■ New Alert Subscribers



SESSIONS



Definitions

Monthly Active Users: How many individual riders use Transit.

Downloads: How many times Transit is downloaded.

Sessions: How many times riders open Transit.

GO Trips: Number of riders who utilize the GO function within the App.

Alert Subscriptions: Number of new riders who have set alert notifications for a particular route.

Views: Times a line is displayed in the list of nearby options.

Clicks: Taps on a line



To: GMT Board of Commissioners

From: Trish Redalieu, Director of Human Resources

Date: March 16, 2021

RE: IT Support, Administrative Support, Training, and HR

HR tested a new recruiting module, Team Engine. Team Engine provides the ability create and send automated text messages to applicant with content specific to the job requirements. For example, if an applicant has a CDL, the automated text message will ask what type of CDL the applicant has, streamlining the flow of information. We continue to recruit for DTC and MTC Customer Service Representative, part-time CDL and non CDL drivers. Recruitment for the ski service has ended.

HR has issued a survey to employees seeking feedback on GMT's benefits platform and the current paid time off policy, and requesting suggestions for other voluntary benefits employees might be interested in. The survey ended on Friday March 12, 2021. The survey results will be shared with all employees and GMT will present the results in an organization-wide Town Meeting in March.

Hunter Eddy, GMT's Chief Safety Officer, has completed training in the following safety courses: Certified Safety and Security Officer (Community Transportation Association of America), Hazard Communication, Safety Management System Principles for Transit (Transportation Safety Institute), and TSA Observe Assess and Response (TSI), system security training for transit.

The Training department is scheduling an upcoming training that will include Proterra refresher training, Smith System, and tablet training for Swiftly. The Training department is developing a new training module that will provide techniques for managing student behavior while in service.

Urban Ridership by Month

Number of Service Days		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY21 YTD
Saturday	4	5	4	4	5	4	4	5	4	4	4	5	4	34
Sunday	4	5	4	4	5	4	4	5	4	4	3	5	4	35
Weekday	23	21	21	22	20	20	22	20	20	23	22	20	22	169
School Days	0	12	20	18	18	18	15	20	15					113

FY20 YTD	FY21 YTD	Difference (FY21-FY20)	%
34	35	1	3%
35	170	135	386%
169	111	-58	-34%

FY19 YTD	FY20 YTD	Difference (FY21-FY19)	%
34	35	1	3%
35	170	135	386%
169	111	-58	-34%

#	Route Name	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY21 YTD	FY20 YTD	Difference (FY21-FY20)	%
1	Williston-Wal-Mart	19,286	21,147	29,150	31,641	24,033	19,492	18,688	23,305					187,562	306,448	-119,086	-38.86%
7	North Avenue	11,383	11,692	15,174	14,756	11,914	11,246	10,746	11,239					98,150	193,088	-94,938	-49.17%
1 & 7	RED LINE	30,669	32,839	44,324	46,397	36,367	30,738	29,434	34,544					285,512	499,536	-214,024	-42.84%
2	Essex Junction	18,300	19,632	22,915	24,281	19,582	16,219	15,297	18,115					154,341	299,373	-145,032	-48.45%
6	Shelburne Rd.	14,548	15,036	16,261	17,437	14,659	16,124	14,317	14,204					122,586	172,633	-50,047	-28.99%
2 & 6	BLUE LINE	32,848	34,668	39,176	41,718	34,341	32,343	29,614	32,319					276,927	472,006	-195,079	-41.33%
10	ORANGE LINE	1,410	1,452	2,243	2,217	1,680	1,642	1,563	1,170					13,177	15,614	-2,437	-15.61%
5	Pine Street	4,210	4,295	4,779	4,598	4,073	3,914	3,849	3,365					33,083	61,087	-28,004	-45.84%
9	Riverside/Winooski	8,710	9,139	9,281	9,775	8,330	8,714	8,070	8,008					70,027	95,930	-25,903	-27.00%
5 & 9	GREEN LINE	12,920	13,434	14,060	14,373	12,403	12,628	11,919	11,373					103,110	157,017	-53,907	-34.33%
4	SILVER LOOP													0	17,032	-17,032	-100.00%
8	GOLD LOOP	1,965	2,129	2,697	2,762	2,244	2,057	1,848	2,081					17,783	34,200	-16,417	-48.00%
11	College Street Shuttle	3,401	3,561	4,389	3,981	3,065	2,162	2,211	2,575					25,345	77,396	-52,051	-67.25%
12	UMall/Airport	825	1,226	1,869	2,046	1,120	888	827	970					9,771	29,447	-19,676	-66.82%
11 & 12	PURPLE LINE	4,226	4,787	6,258	6,027	4,185	3,050	3,038	3,545					35,116	106,843	-71,727	-67.13%
3	Lakeside Commuter	6	4	14	29	7	20	8	33					121	200	-79	-39.50%
16	Hannaford's	62	132	190	160	168	194	142	60					1,108	1,543	-435	-28.19%
19	Price Chopper #1	314	230	206	220	180	164	92	72					1,478	2,316	-838	-36.18%
20	Price Chopper #2	144	190	298	196	94	168	110	72					1,272	1,241	31	2.50%
21	School Trippers			1,604	2,713	2,691	2,132	2,696	1,712					13,548	98,434	-84,886	-86.24%
18	Sunday Service													0	0	0	N/A
26	Other													0	3,281	-3,281	-100.00%
56	Milton Commuter	769	866	883	1,039	743	820	815	662					6,597	11,069	-4,472	-40.40%
76	Middlebury Link	159	145	272	201	222	157	169	255					1,580	7,566	-5,986	-79.12%
86	Montpelier Link	1,277	1,239	1,644	1,894	1,579	1,245	1,259	1,171					11,308	79,453	-68,145	-85.77%
96	St. Albans Link	285	362	493	528	518	336	387	530					3,439	11,432	-7,993	-69.92%
46	116 Commuter													0	2,406	-2,406	-100.00%
36	Jeffersonville Commuter	282	336	330	293	300	264	289	362					2,456	7,921	-5,465	-68.99%
97	Barre LINK													0	3,690	-3,690	-100.00%
SUBTOTAL		87,336	92,813	114,692	120,767	97,822	87,938	83,183	89,961	0	0	0	0	774,532	1,532,800	-758,268	-49.47%
ADA Paratransit		2,293	2,247	2,470	2,694	2,228	2,414	1,650						15,996	7,625	8,371	109.78%
TOTAL		89,629	95,060	117,162	123,461	100,050	90,372	84,833	89,961	0	0	0	0	790,528	1,540,425	-749,897	-48.68%

Legend	
No Service	Discontinued where noted.
Suspended	
Note	Current data practices result in one-month delay for ADA Paratransit ridership.

FY21 GMT Rural Ridership by Month

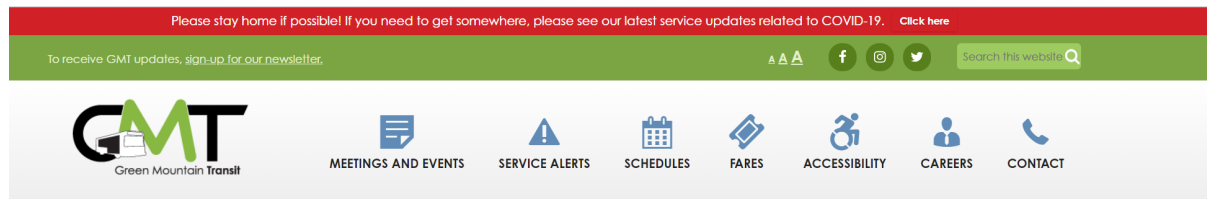
Route Name		FY21 YTD												FY20 YTD		FY19 YTD							
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY21 YTD	FY20 YTD	FY19 YTD	Difference (FY21 - FY19)						
Number of Service Days		3	5	4	4	5	4	4	4	4	4	5	4	4	30	30	30	30					
Saturday		4	5	4	4	5	4	5	4	4	4	5	4	4	31	31	30						
Sunday		23	21	21	22	20	22	20	20	23	22	20	22	20	149	151							
School Days		0	0	0	16	18	18	15	20	15					102	96							
#	Route Name	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY21 YTD	FY20 YTD	FY19 YTD	Difference (FY21 - FY19)	Riders	%	Riders	%	Riders	%
80	City Route Mid-Day	1,585	1,522	1,440	1,485	1,234	1,249	1,128	473					10,116	15,748	14,497	11,619	(5,632)	-35.8%	(5,632)	-35.8%	(4,381)	-30.2%
81	Barre Hospital Hill	1,993	2,215	2,062	2,385	2,007	1,979	1,712	696					15,049	21,029	20,705	15,049	(5,980)	-28.4%	(5,980)	-28.4%	(5,656)	-27.3%
82	Montpelier Hospital Hill	1,188	1,267	1,346	1,297	1,342	1,396	48		Microtransit.				7,884	15,790	13,701	7,884	(7,906)	-50.1%	(7,906)	-50.1%	(5,817)	-42.5%
83	Waterbury Commuter	173	142	174	163	137	143	121	39					1,092	5,677	6,294	1,092	(4,585)	-80.8%	(4,585)	-80.8%	(5,202)	-82.7%
84	US 2 Commuter	84	50	81	88	85	58	65	19					530	5,235	4,579	530	(4,705)	-89.9%	(4,705)	-89.9%	(4,049)	-88.4%
85	Hannaford Shopping Special	124	135	176	145	152	126	124	38					1,020	748	1,004	1,020	272	36.4%	272	36.4%	16	1.6%
87	Northfield Shuttle	17	25	48	29	30	38	46	22					255	450	516	255	(195)	-43.3%	(195)	-43.3%	(261)	-50.6%
88	Capital Shuttle	0	0	0	0	0	0	0		Microtransit				0	1,810	4,324	0	(1,810)	-100.0%	(1,810)	-100.0%	(4,324)	-100.0%
89	City Commuter	1,885	1,960	2,094	2,159	1,747	1,722	1,471	546					13,584	23,967	20,660	13,584	(10,383)	-43.3%	(10,383)	-43.3%	(7,076)	-34.2%
90	Plainfield Shuttle	33	55	58	57	33	47	35	39					357	374	318	357	(17)	-4.5%	(17)	-4.5%	39	12.3%
91	Hospital Hill Demand Response													0	0	626	0	0	0	0	0	(626)	-100.0%
92	Montpelier Circulator	445	393	485	513	440	514			Microtransit				2,790	9,363	9,036	2,790	(6,573)	-70.2%	(6,573)	-70.2%	(6,246)	-69.1%
93	Northfield Commuter	256	320	241	298	278	243	222	83					1,941	3,644	4,594	1,941	(1,703)	-46.7%	(1,703)	-46.7%	(2,653)	-57.7%
100	Route 100 Commuter	14												14	4,388	5,323	14	(4,374)	-99.7%	(4,374)	-99.7%	(5,309)	-99.7%
108	Mountain Road Shuttle	0	0	0	0	125	1,915	3,071	2,178					7,289	43,389	35,260	7,289	(36,100)	-83.2%	(36,100)	-83.2%	(27,971)	-79.3%
102	Morrisville Loop	15												15	2,100	2,322	15	(2,085)	-99.3%	(2,085)	-99.3%	(2,307)	-99.4%
103	Morrisville Shopping Shuttle	25												25	2,437	2,558	25	(2,412)	-99.0%	(2,412)	-99.0%	(2,553)	-99.0%
109	Tuesday Shopping Shuttle (FGI)	46	52	60	50	64	52	44	12					380	552	491	380	(172)	-31.2%	(172)	-31.2%	(111)	-22.6%
110	St. Albans DT Shuttle	1,487	1,316	1,613	1,725	1,509	1,571	1,323	557					11,101	15,868	13,132	11,101	(4,767)	-30.0%	(4,767)	-30.0%	(2,031)	-15.5%
115	Alburt-Georgia Commuter	402	354	338	352	325	319	319	130					2,539	4,082	4,299	2,539	(1,543)	-37.8%	(1,543)	-37.8%	(1,760)	-40.9%
116	Richford-St. Albans Commuter	137	210	297	248	193	176	196	87					1,544	4,863	3,923	1,544	(3,319)	-68.3%	(3,319)	-68.3%	(2,379)	-60.6%
120	Valley Floor	0	0	0	0	0	79	208	350					637	3,425	3,165	637	(2,788)	-81.4%	(2,788)	-81.4%	(2,528)	-79.9%
121	Valley Evening Service													0	548	986	0	(548)	-100.0%	(548)	-100.0%	(986)	-100.0%
122	Mount Ellen	0	0	0	0	0	323	1,973	3,148					5,444	8,384	12,303	5,444	(2,940)	-35.1%	(2,940)	-35.1%	(6,859)	-55.8%
124	Mountain Condos	0	0	0	0	0	375	1,063	1,116					2,554	4,906	4,010	2,554	(2,352)	-47.9%	(2,352)	-47.9%	(1,456)	-36.3%
125	Access Road	0	0	0	0	0	300	834	1,273					2,407	5,465	0	2,407	(3,058)	-56.0%	(3,058)	-56.0%	2,407	100.0%
99	Special Services	0	0	0	0	0	0	0	0					0	1,834	1,472	0	(1,834)	-100.0%	(1,834)	-100.0%	(1,472)	-100.0%
	Microtransit - MyRide													2,994			2,994	N/A	N/A	N/A	N/A	N/A	N/A
	SUBTOTAL	9,909	10,016	10,513	10,994	9,701	12,625	15,309	12,494	0	0	0	0	88,567	206,076	190,098	88,567	(117,509)	-57.0%	(117,509)	-57.0%	(101,531)	-53.4%

Route Name		FY21 YTD												FY20 YTD		FY19 YTD							
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY21 YTD	FY20 YTD	FY19 YTD	Difference (FY21 - FY19)						
Capital District		7,837	8,084	8,205	8,619	7,485	7,515	4,972	1,955	0	0	0	0	54,672	112,760	111,057	54,672	(58,088)	-51.5%	(58,088)	-51.5%	(56,385)	-50.8%
Franklin/Grand Isle		2,072	1,932	2,308	2,375	2,091	2,118	1,882	786	0	0	0	0	15,564	25,365	21,845	15,564	(9,801)	-38.6%	(9,801)	-38.6%	(6,281)	-28.8%
Seasonal Service		0	0	0	0	125	2,992	7,149	8,065	0	0	0	0	18,331	67,951	57,196	18,331	(49,620)	-73.0%	(49,620)	-73.0%	(38,865)	-68.0%



To: GMT Board of Commissioners
From: Jon Moore, General Manager
Date: March 16, 2021
RE: General Manager Report

Website Update: Please note that as shown below a new “Meetings and Events” icon has been added to the top toolbar of the GMT main webpage. Selecting this option will bring you directly to Board and Committee meeting minutes and agendas.



Welcome to Green Mountain Transit

COVID-19 Response: Staff has put a system in place to provide eight (8) hours of pay to frontline employees who are unable to telework the day after a COVID-19 vaccination. This will not only protect against any vaccination reactions while performing a safety sensitive function, but will also help promote GMT employees getting vaccinated.

JEDI Standing Committee Policy: After a review of the by-laws there is no language in relation to the creation of standing committees. Therefore, the JEDI Standing Committee Policy that was approved by the Board on February 16, 2021 pending bylaw review is officially adopted.

Paid Time Off (PTO) Policy: All GMT employees were sent an employee benefit survey on March 1. Responses from the survey will be collected and discussed at a companywide staff meeting prior to the April Board meeting. This will provide data to GMT management to help determine if proposed changes need to be made to the PTO policy as supported by the GMT Board on February 16, 2021.

Staff will be presenting information on CTO cash outs and the cost of borrowing to provide payment for unused accrued CTO as of June 30, 2021 at the March finance committee. Pending finance committee review staff will present a final policy proposal to the Operations Committee, and to the Board for approval in April.

Legislative Testimony: Staff has presented MyRide Microtransit operating information to the House and Senate Transportation Committees. I also testified with members of VPTA to the House Transportation Committee on zero fare transit and fleet electrification. The testimony around fleet electrification centered on GMT’s excitement for the potential of the technology balanced with actual operating experiences to date. House Bill H.94 as introduced includes language that all transit



and school buses purchased after January 1, 2022 would be prohibited from having internal combustion engines. While I stated that this was a good midterm goal mandating this in less than a year would create capital cost pressures, service reliability challenges and I noted that there are currently no battery electric cutaways on the market that are Altoona tested and eligible for the use of federal funds.

I discussed the benefits of continuing urban zero fare service in FY22 but noted that to date GMT has not identified revenue to support lost fare revenue and that our current FY22 budget includes the resumption of collecting fares. The committee was interested to know if GMT would be willing to continue urban zero fare service in FY22 if funding could be identified and I stated that GMT would be. This will be discussed further as an agenda item at the March Board Meeting.

Proterra Reimbursement Payment: Proterra has provided GMT with a full payment as requested in response to a Claim of Damages Letter that I sent on February 11. The Claim of Damages was based on \$20,013 in extra FY21 utility costs incurred by GMT from peak demand charges that would have been avoided if Proterra had provided the contractually required programmable charging capability.

GMT is continuing to work with Proterra through the implementation of a third party charging management system deployed (at Proterra's cost) in September 2020 to provide the contractually required programmable charging to avoid future unnecessary peak demand charges.

Burlington Electric Department (BED) Memorandum of Understanding (MOU): GMT and BED have agreed to a new MOU, replacing the originally executed MOU from June 14, 2019, in regards to the incentive financing for the two existing Proterra buses. In recognition of COVID-19 and quality control related challenges the new MOU removes the mileage requirements for GMT to retain all of the incentive financing provided by BED. The new MOU requires GMT to make a good faith effort to operate as many miles as possible with the buses.

BED has been a great partner to GMT and we look forward to future collaboration opportunities.

Union Negotiation Schedule: I met with the Union Business Agent on March 1 to discuss negotiation logistics. We have agreed to begin negotiations for the three CBA's as follows:

- 3/16 & 17: Maintenance
- 3/22 & 23: Rural Operators
- 3/30 & 31: Urban Operators

Future schedules will be mutually agreed upon but starting with a rotating schedule will ensure that progress is made on all three CBA's and eliminate the chance for one CBA unnecessarily delaying the other two.



General Manager Contact: Please contact me at any time with questions related to the GM report or any other general GMT questions. I am always happy to answer questions and provide facility tours to new Board members when safe to do so. I can be reached at 540-2527 or by email at jmoore@ridegmt.com.



To: GMT Board of Commissioners
From: Jon Moore, General Manager
Date: March 16, 2021
RE: **Agenda Item 9 – Action Item:** General Manager Authority during COVID-19

Summary: The following motion was made at the March 17, 2020 Board Meeting: *Commissioner Davis made a motion that the Board supports the changes proposed today Tuesday, March 17, 2020 by Jon Moore and further support any and all proposals that he and staff deem necessary to meet the current challenges presented to us by the COVID-19 pandemic. Commissioner Buermann seconded the motion. All were in favor and the motion passed as presented.*

At the February 8, 2021 Leadership Committee I presented the potential of GMT providing a paid day off to frontline employees who received a COVID-19 vaccination. It was decided by the Leadership Committee that the motion passed at the March 17, 2020 Board Meeting granted the General Manager authority to make this decision without Board approval. It was subsequently discussed if the COVID-19 related GM authority was still necessary one year into the pandemic.

Besides approving paid time off after vaccinations the General Manager has only used the COVID-19 authority to make service suspensions based on staffing challenges and ridership reductions. Especially with seasonal services ending by early April I do not foresee any short term needs to suspend additional services based on the current COVID-19 situation, but this could potentially change if there is another surge of COVID-19 cases.

Based on the experience from the past year I do not foresee or anticipate any other special authority needed outside of the normal GMT decision making authority, besides possible additional service suspensions.

Committee Review: The Leadership Committee discussed the need to continue the GM COVID-19 authority or not at the March 8, 2021 meeting. While a consensus was not reached the committee agreed to bring the below three options for the full Board to consider;

1. Extend the authority for the duration of the State of Emergency.
2. Extend the authority with limiting authority criteria (i.e. service reductions).



3. End the authority as of the March 16, 2021 meeting.

Staff Recommendation: *Move that the GMT Board of Commissioners continue the GM COVID-19 authority for the duration of the State of Emergency limited to short-term service suspensions based on staffing challenges and/or ridership levels.*

Any additional COVID-19 related authority, aside from the GM's normal decision making authority, would need to be approved by the Board at a regularly scheduled or emergency meeting.

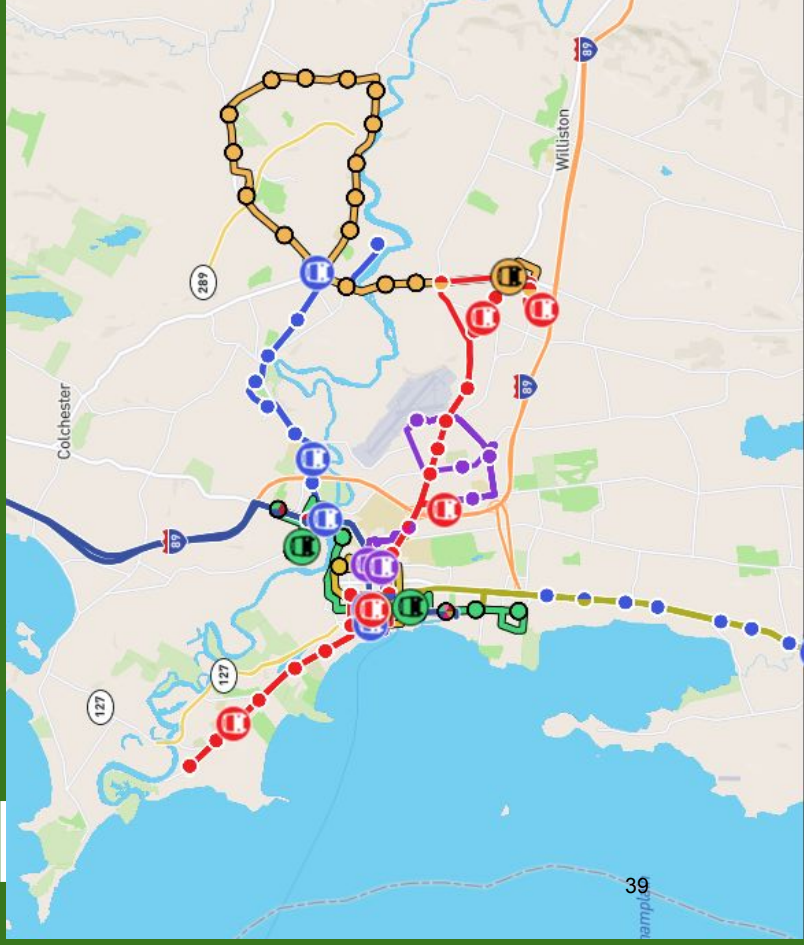
June 2021 : GMT Proposed Service Adjustments

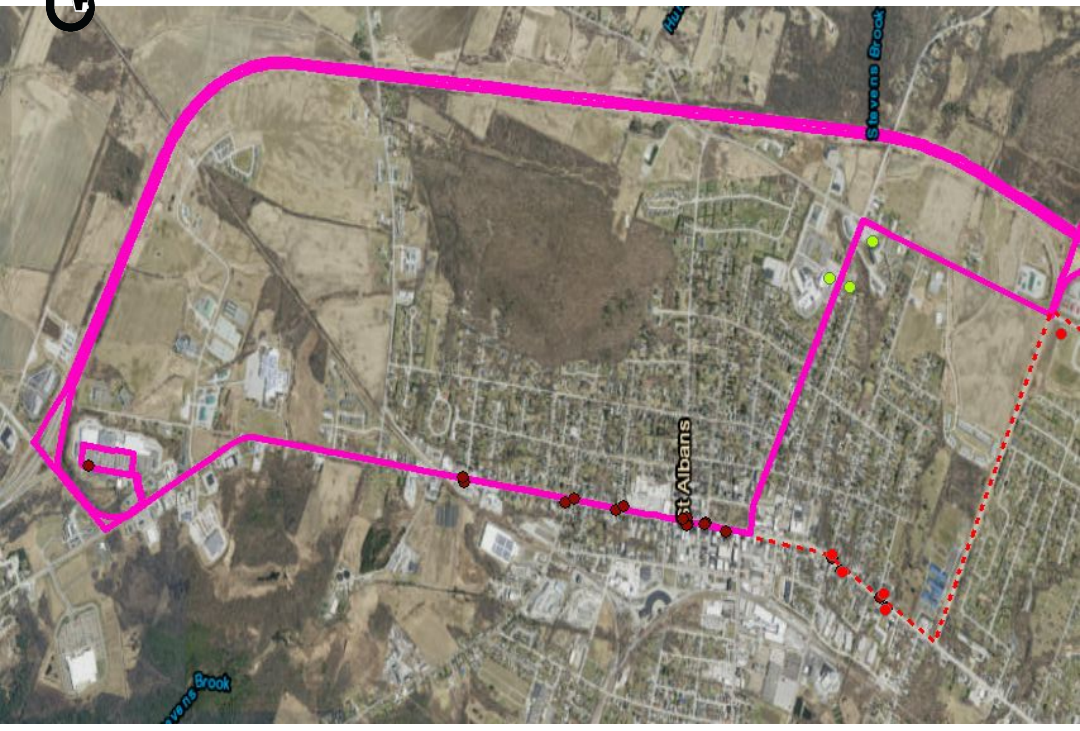
Jamie Smith, Director of Planning & Marketing

Chris Damiani, Transit Planner

Service Adjustments

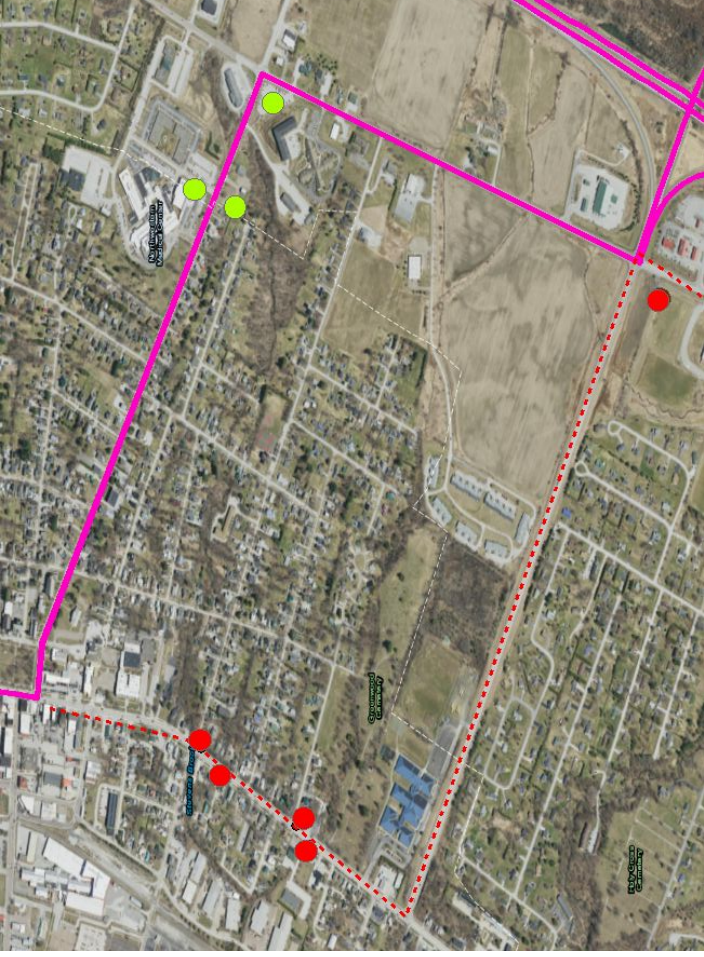
- St. Albans LINK
- Whitecap Industrial Park
- Middlebury LINK
- Route Colors Removal





St. Albans LINK

- Stop Serving the Collins Perley Park & Ride
 - Savings of \$4,200 a year
- Start Serving the State Park & Ride
- Stop Serving
- Similar timing to current service

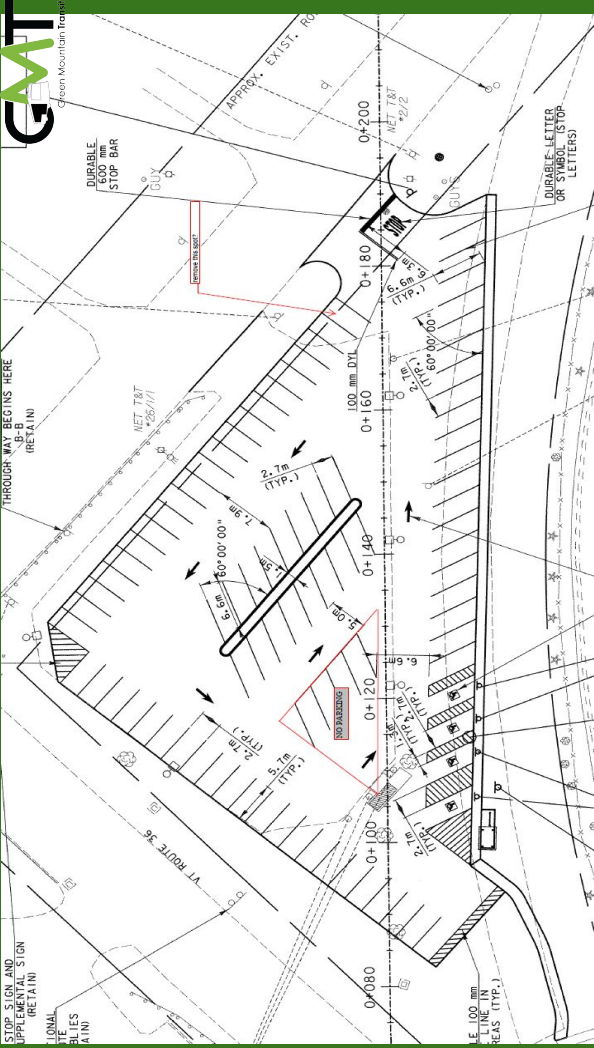


St. Albans LINK

St. Albans LINK



Count Date	Total Existing Spaces	Total Spaces Occupied	Percent Capacity
10/16/19	84	52	62%
7/16/19	84	52	62%
2/20/19	84	42	50%
10/18/18	84	54	64%
7/25/18	84	45	54%
2016	84	53	63%



ST. ALBANS TO BURLINGTON

Station	AM	PM
Higgate Commons	6:30	—
St. Albans State Park & Ride	6:42	5:47
Higgate Commons	—	6:00
Georgia Park & Ride	6:56	R 6:12
Winooski/Main St. at Platt St.	7:20	R
UVM Medical Center	7:25	—
Downtown Transit Center	7:35	6:40
Pine St. at Lakeside Ave.	7:40	—

BURLINGTON TO ST. ALBANS

Station	AM	PM
Pine St. at Locust St.	4:33	4:50
Downtown Transit Center	5:40	4:50
UVM Medical Center	—	5:00
Winooski/Main St. at Platt St.	5:45	5:07
Georgia Park & Ride	R	5:35
Higgate Commons	6:30	—
St. Albans State Park & Ride	6:42	5:47
Higgate Commons	—	6:42

* Not Finalized New Schedule

WhiteCap Industrial Park

- Currently serve the White Cap Industrial Park one one Outbound Red Line #1 Williston Trip.
 - Add a total of 5 trips total to the WhiteCap Industrial Park
 - Two Additional on Outbound Trips Mid- Day & PM
 - Three additional trips on inbound trips(AM, Mid-Day, & PM)
-

WhiteCap Industrial Park



RED LINE: #1 Williston
MONDAY - FRIDAY

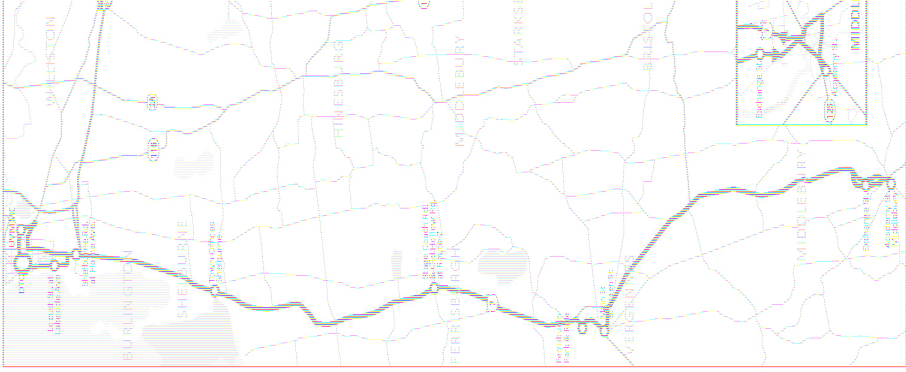
DOWNTOWN TRANSIT CENTER DRINKERS		DOWNTOWN TRANSIT CENTER ARTISTS		DOWNTOWN TRANSIT CENTER HEIGHTS		DOWNTOWN TRANSIT CENTER UNIVERSITY		DOWNTOWN TRANSIT CENTER UNIVERSITY		DOWNTOWN TRANSIT CENTER UNIVERSITY	
Time	Stop	Time	Stop	Time	Stop	Time	Stop	Time	Stop	Time	Stop
6:40	6:06	6:12	6:20	6:30	6:40	6:48	6:56	7:03	7:15	7:23	7:35
6:40	6:46	6:52	7:00	7:10	7:20	7:28	7:36	7:45	7:55	8:03	8:15
7:20	7:26	7:32	7:40	7:50	8:00	8:08	8:16	8:23	8:35	8:43	8:55
8:00	8:06	8:12	8:20	8:30	8:40	8:48	8:56	9:03	9:15	9:23	9:35
8:40	8:46	8:52	9:00	9:10	9:20	9:28	9:36	9:43	9:55	10:03	10:15
9:20	9:26	9:32	9:40	9:50	10:00	10:08	10:16	10:23	10:35	10:43	10:55
9:40	9:46	9:52	10:00	10:10	10:20	10:28	10:36	10:43	10:55	11:03	11:15
10:00	10:06	10:12	10:20	10:30	10:40	10:48	10:56	11:03	11:15	11:23	11:35
10:40	10:46	10:52	11:00	11:10	11:20	11:28	11:36	11:43	11:55	12:03	12:15
11:00	11:06	11:12	11:20	11:30	11:40	11:48	11:56	12:03	12:15	12:23	12:35
11:40	11:46	11:52	12:00	12:10	12:20	12:28	12:36	12:44	12:50	12:58	13:10
12:20	12:26	12:32	12:40	12:50	1:00	1:08	1:16	1:23	1:35	1:43	1:55
1:40	1:46	1:52	2:00	2:10	2:20	2:28	2:36	2:43	2:55	3:03	3:15
2:00	2:06	2:12	2:20	2:30	2:40	2:48	2:56	3:03	3:15	3:23	3:35
2:40	2:46	2:52	3:00	3:10	3:20	3:28	3:36	3:43	3:55	4:03	4:15
3:00	3:06	3:12	3:20	3:30	3:40	3:48	3:56	4:03	4:15	4:23	4:35
3:40	3:46	3:52	4:00	4:10	4:20	4:28	4:36	4:43	4:55	5:03	5:15
4:00	4:06	4:12	4:20	4:30	4:40	4:50	4:58	5:06	5:14	5:22	5:30
4:40	4:46	4:52	5:00	5:10	5:20	5:28	5:36	5:43	5:55	6:03	6:15
5:00	5:06	5:12	5:20	5:30	5:40	5:48	5:56	6:03	6:15	6:23	6:35
5:40	5:46	5:52	6:00	6:10	6:20	6:28	6:36	6:43	6:55	7:03	7:15
6:00	6:06	6:12	6:20	6:30	6:40	6:48	6:56	7:03	7:15	7:23	7:35
6:40	6:46	6:52	7:00	7:10	7:18	7:26	7:34	7:41	7:53	8:01	8:13
7:00	7:06	7:12	7:20	7:30	7:40	7:48	7:56	8:03	8:15	8:23	8:35
8:00	8:06	8:12	8:20	8:30	8:38	8:46	8:54	9:01	9:13	9:21	9:33
9:15	9:21	9:27	9:33	9:40	9:48	9:56	10:04	10:11	10:23	10:31	10:43
10:30	10:36	10:42	10:50	11:00	11:08	11:16	11:24	11:32	11:40	11:48	11:56

* Not Finalized New Schedule

8. Please see route map on pages 12-13

Middlebury LINK

Transfer to Tri Valley Transit
(TVT) formerly Addison County
Transit Resources (ACTR)



Middlebury LINK

- Better Passenger Experience due to improved schedule abilities with TVT Operations based in Middlebury
- TVT has closer relationship with community partners down in Middlebury area
- Potential Lower Operating Cost
- Contingent on TVT Board Approval and depending on timing may happen in the August BM&G

BURLINGTON TO MIDDLEBURY

	UVM Medical Center	Downtown Transit Center	Shelburne Rd. at Home Ave.	Shelburne Town Offices	Route 7 at Stage Rd.	Ferdsburgh Park & Ride	Vergennes Opera House	Exchange St. Storage	Academy St.
AM	-	5:05	5:13	5:27	5:30	5:42	5:46	6:10	*6:15
PM	4:40	4:50	5:00	5:15	5:29	5:37	*5:40	6:00	*6:05
	5:20	5:30	5:38	5:48	6:09	6:17	6:20	6:35	*6:40

R On-board request only.

P Commuter parking available.

T Transfer point. Please ask driver for assistance.

MIDDLEBURY TO BURLINGTON

	Exchange St. Storage	Academy St.	Vergennes Main at Green St.	Ferdsburgh Park & Ride	Route 7 at Old Hollow Rd. Opposite Shelburne Town Offices	UVM Medical Center	Pine St. at Locust St.	Downtown Transit Center	Pine St. at Lakeside Ave.
AM	6:10	*6:15	6:38	6:43	6:50	7:04	7:39	7:45	7:50
	7:10	*7:15	7:38	7:43	7:50	8:06	8:39	8:45	8:50
PM	6:00	*6:05	6:20	C	6:30	6:42	-	7:05	-
	6:35	*6:40	7:00	C	7:10	7:20	7:45	7:50	-



Route Colors

Remove Colors on the local
Urban Routes

Red Line	#1 Williston
	#7 North Ave
Blue Line	#2 Essex Junction
	#6 Shelburne
Green Line	#5 Pine Street
	#9 Pine Street
Gold Loop	#8 City Loop
Purple Line	#11 Airport
Orange/ Silver Combo (Current COVID Service)	#10 Williston/ Essex

Route Colors

Analysis of the current route groupings for the Red, Blue, and Green Lines

Percentages below represent the number of times for example a bus went from the Route 1 Williston to the Route 7 North Ave out of the total number of round trips

- June 2019 (Start of Next Gen)- 71%
- March 2020 (pre COVID)- 65%
- Spring 2021- 67%

March 16, 2021- Presentation to GMT Board about proposed service changes

Survey to General Public about proposed service changes

Public Hearings scheduled for Early April with additional outreach to RPC TACs and community Partners

April Board Meeting

- Staff presentation on public comments received
 - Board Decision
-

Timeline