Buhl Building • 535 Griswold Street, Suite 600 • Detroit, MI 48226

SMART Board Meeting

January 25, 2024

SMART

MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: January 25, 2024

SUBJECT: Call to Order

MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: January 25, 2024

SUBJECT: Pledge of Allegiance

I pledge allegiance to the flag of the United States of America and to The Republic for which it stands: one nation under God, indivisible with liberty and justice for all.

LIFE | SMART | YOU

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Buhl Building • 535 Griswold Street, Suite 600 • Detroit, MI 48226 • (313) 223-2100

Board of Directors Meeting

Date: January 25, 2024

CHAIRPERSON, MR. ABDUL HAIDOUS

VICE-CHAIRPERSON, MR. JOHN PAUL REA

MS. HILARIE CHAMBERS

MS. SHEILA COTE

DR. CURTIS IVERY

MR. ROYCE MANIKO

MR. BRET RASEGAN

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SMART Board Meeting Agenda

January 25, 2024
2:00 PM

ITEM:	ACTION:	PRESENTED BY:
1. Call to Order		Abdul Haidous
2. Pledge of Allegiance		
3. Roll Call		Tiffany Martin
4. Adoption of Agenda	Approval	Abdul Haidous
5. Certification of Public Notice	Information	Tiffany Martin
6. Minutes		
A. Board Meeting Minutes for December 7, 2023	Approval	Abdul Haidous
B. Executive Session Meeting Minutes for December 7, 2023 *(This will be provided under separate cover.)*	Approval	Abdul Haidous
7. Public Participation	Discussion	Abdul Haidous
8. Chairperson's Report	Information	Abdul Haidous
9. General Manager's Report A. SMART's Year End Review	Information	Dwight Ferrell
10. Board Briefings		
A. HR Hiring Update	Information	Tianna Leapheart *Interim VP of HR*
B. Flex Update	Information	Daniel Whitehouse *VP of Paratransit*
11. Financial Reports		
A. FY 2024 1st Quarter Report	Information	Michelle Thomas *Assistant VP of Budget*
12. New Business		
A. Resolution: Membership for ACES	Approval	Tiffany Gunter *Deputy General Manager*
B. Resolution: Appointment of the Budget Committee	Approval	Michelle Thomas *Assistant VP of Budget*
C. Resolution: Amendment to the FY 2023/2024 General Operating Budget – Microtransit Service Budget Reclassification	Approval	Michelle & Danny *Assistant VP of Budget & VP of Paratransit*

D. Resolution: Authorization to Award a Contract for Pension Contribution – Fund Balance Usage & Budget Amendment	Approval	Tiffany Gunter *Deputy General Manager*
13. Closed Session *(To discuss strategy and conduct negotiations for collective bargaining agreements.)*	Discussion	Abdul Haidous
14. Board Member Business	Discussion	Abdul Haidous
15. Adjournment		Abdul Haidous

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PUBLIC NOTICE

SMART will hold the January 25, 2024, Board of Directors meeting at 2:00 PM in the Buhl Building, located on 535 Griswold St. Suite 600, Detroit, MI 48226.

Public Participation will only be available for members of the public attending in person or those who email comments per the process outlined below.

All physically present at the meeting must adhere to the following:

- Please respect anyone needing or choosing to wear a mask.
- People with symptoms of COVID-19 or exposure to someone with COVID-19 should wear a mask.
- People who are positive for COVID-19 may not attend the Meeting in person and should access the recording at the YouTube link below.

The agenda can be found on SMART's website: http://www.smartbus.org/About/Our-Organization/Board-of-Directors/Board-Meeting-Schedule
Members of the public may attend in person. The Meeting will be livestreamed on YouTube and available at the following URL: https://www.youtube.com/@MySMARTBus.

Members of the public may also submit a written comment to be read during the Public Comment period by emailing SMARTBoard@smartbus.org by 1:15 p.m. on the day of the meeting.

Public Comment will proceed as follows:

- All comments: 3-minute limit per member of the public. Kindly state your name and city of residence.
- Public comments will be received in the following order:
    - Members of the public who attend in person.
    - Written comments via email. The Board Administrator will read any submitted comments.

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

BOARD OF DIRECTORS' MEETING

PROPOSED MINUTES – December 7, 2023

A meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday, December 7, 2023, at 2:00 PM. The meeting was held at the Buhl Building, located at 535 Griswold St., Detroit, Michigan 48226.

ATTENDANCE

SMART Board of Directors:	Chairperson	Mr. Abdul Haidous
	Vice-Chairperson	Mr. John Paul Rea
		Ms. Hilarie Chambers
		Ms. Sheila Cote
		Dr. Curtis Ivery
		Mr. Royce Maniko
		Mr. Bret Rasegan
SMART General Manager:		Mr. Dwight Ferrell
SMART Deputy GM & COO:		Ms. Tiffany J. Gunter
SMART Board Administrator:		Ms. Tiffany Martin-Patterson
SMART Staff Present:		Ms. Truvae Adams
		Mr. Morgan Andrew-Morganson
		Ms. De'Shalon Brownlee
		Ms. Laura Bieniek
		Mr. Le Juan Burt
		Mr. Ron Beier
		Mr. Ryan Byrne
		Mr. Melvin Evans
		Ms. Beth Gibbons
		Ms. Harmony Lloyd
		Mr. Bernard Parker
		Mr. Sean Riopelle
		Mr. D'Andrae Whitley
		Mr. Danny Whitehouse

Public Registered:

Ms. Alyssa
Mr. Joel Batterman
Mr. Bobby Bamase
Ms. Laura Bleaieje
Mr. D. Duyck
Ms. Patty Fedewa
Mx. Steven Hammontree
Mr. Steven Harring
Mr. Steven Hawig
Mr. Jim Henderson
Mr. Wyatt Johnson
Mr. Drew Kennerly
Mx. Lukas Lasecki
Mr. Robert Pawlowski
Mr. Alexander Selsley
Mr. Thomas Yazbeck

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Roll Call**

   Present: Chairperson Mr. Adbul Haidous, Vice-Chairperson Mr. John Paul Rea, Ms. Hilarie Chambers, Ms. Sheila Cote, Dr. Curtis Ivery, Mr. Royce Maniko, and Mr. Bret Rasegan

   A quorum was present.

4. **Adoption of Agenda**

   MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, to approve the Agenda for the December 7, 2023 Board meeting.

   DISCUSSION
   None

   VOTE: THE MOTION CARRIED.

5. **Certification of Public Notice**

   The Board Administrator read the Public Notice and Rules of Order into the record.

6. **Minutes**

   A. Audit Committee Report

Mr. John Paul Rea read and provided information into the record.

B. Board Meeting Minutes for October 26, 2023

MOTION: Moved by Mr. Bret Rasegan, seconded by Ms. Hilarie Chambers, to approve the Board meeting minutes for October 26, 2023.

DISCUSSION:
None

VOTE: THE MOTION CARRIED.

C. Board Executive Session Meeting Minutes for October 26, 2023

MOTION: Moved by Mr. John Paul Rea, seconded by Ms. Hilarie Chambers, to approve the Board Executive Session meeting minutes for October 26, 2023.

DISCUSSION:
None

VOTE: THE MOTION CARRIED.

7. Public Participation

Chairperson Mr. Adbul Haidous declared the meeting open to Public Participation.

The following participants voiced their concerns and made comments:

- Mr. Joel Batterman
- Brother Cunningham
- Mx. Steven Hammontree
- Mx. Lukas Laseki
- Mr. Josh Lumpston
- Ms. Ella Nikeaton
- Mr. Robert Pawlowski
- Mr. Mike Rayner

8. Chairperson's Report

DISCUSSION:
None

9. General Manager's Report

DISCUSSION:
None

10. Board Briefings

A. HR Hiring Update

11. Financial Reports

A. FY 2023 Audit Presentation

MOTION: Moved by Mr. John Paul Rea, seconded by Dr. Curtis Ivery that the audited reports for Fiscal Year 2023 have been approved to receive and file.

DISCUSSION:
None

VOTE: THE MOTION CARRIED

12. New Business

A. Resolution: Appointment of SMART Representative and Alternate to the Toledo Metropolitan Area Council of Governments Board of Trustees

MOTION: Moved by Mr. John Paul Rea, seconded by Dr. Curtis Ivery, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby appoints Mr. Royce Maniko as its representative, and Ms. Tiffany Gunter, Deputy General Manager, as alternate to the TMACOG Board of Trustees.

DISCUSSION:
None

VOTE: THE MOTION CARRIED.

B. Resolution: Authorization to Award a Contract for General Planning and Consultant Services

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Bret Rasegan, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a three-year contract for an amount of $1,700,000.00, with two one-year renewal options for the subsequent amounts of $566,666.67 per year to HNTB Michigan, Inc. for General Planning Consultant Services. The total contract is for an amount not to exceed $2,833,333.34.

DISCUSSION:
None

VOTE: THE MOTION CARRIED.

C. Resolution: Authorization to Approve a Contract Amendment #1—for Additional Funding for the Purchase of Concrete Services

MOTION: Moved by Mr. John Paul Rea, seconded by Dr. Curtis Ivery, that the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve Contract Amendment # 1 in the amount of $200,000.00 with Luigi Ferdinandi & Sons Cement.

DISCUSSION:
None

VOTE: THE MOTION CARRIED.

D. Resolution: Authorization to Implement Wage Increases and Changes to Implement Wage Increases and Changes and Changes to the Benefit Program for Non-Represented Employees and to Amend the General Manager's Contract to Reflect a Wage Increase

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to provide the benefit and compensation package changes for non-union employees, and that the Employment Agreement by and Between Dwight Ferrell & Suburban Mobility Authority for Regional Transportation be amended to reflect a 10.0% wage increase to the salary set forth in Paragraph 3 of the Employment Agreement, effective December 11, 2023.

DISCUSSION:
None

VOTE: THE MOTION CARRIED.

E. Resolution: AFSCME Contract

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Bret Rasegan, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation approves the Agreement between the American Federation of State, County and Municipal Employees, Local 1786, and the Suburban Mobility Authority for Regional Transportation, effective December 1, 2023, through December 31, 2025, and hereby authorizes the General Manager to enter into and execute said agreement.

DISCUSSION:
None

VOTE: THE MOTION CARRIED.

13. Closed Session

Roll Call

Present: Chairperson Mr. Abdul Haidous, Vice-Chairperson Mr. John Paul Rea, Ms. Hilarie Chambers, Ms. Sheila Cote, Dr. Curits Ivery, Mr. Royce Maniko, and Mr. Bret Rasegan

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation **proceed into** Executive Session.

VOTE: All in attendance voted in the affirmative. **THE MOTION CARRIED.**

DISCUSSION:
Confidential

VOTE: All in attendance voted in the affirmative. **THE MOTION CARRIED.**

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Bret Rasegan, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation, hereby authorizes the move to **proceed out** of Executive Session.

VOTE: All in attendance voted in the affirmative. **THE MOTION CARRIED.**

14. Board Member Business

DISCUSSION:
Board welcomed new member, Ms. Sheila Cote.

15. Adjournment
There being no further business to come before the Board, upon motion made by Mr. John Paul Rea, seconded by Ms. Hilarie Chambers, and unanimously carried, the meeting adjourned at 4:11 PM.

Respectfully submitted,

Morgan Andrew-Morganson

Morgan Andrew-Morganson
Board Administrative Assistant

MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: January 25, 2024

SUBJECT: Public Participation

MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: January 25, 2024

SUBJECT: Chairperson's Report

MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: January 25, 2024

SUBJECT: General Manager's Report

MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: January 25, 2024

SUBJECT: Board Briefings

MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: January 25, 2024

SUBJECT: Financial Reports

Suburban Mobility Authority for Regional Transportation

1st Quarter Financial Report

FY2024 – September 30, 2023

As Presented By:

Finance Department

1st Quarter FY2024 Financial Reports

Submitted By: Ryan Byrne, CFO

1/25/2024

The first quarter financial statement of FY 2024 has been completed. SMART's balance sheet remains stable. As compared to first quarter FY2023, FY2024 total assets for the same period are 4.2% higher. The key individual asset that supports the asset increase is Cash and Cash Equivalents, due to additional efforts to collect grants receivable more timely. Total first quarter FY2024 liabilities (excluding pension and OPEB) are down 11.7% as compared to first quarter FY2023. This overall liability decrease is largely a result of the timing of payments on the Authority's accounts payable. The net asset unrestricted balance remains positive, meaning the authority maintains a surplus of assets over liabilities.

First quarter FY2024, overall revenues compared to FY2024 overall appropriation is below target by approximately 19.09% or $8.7M. Fare revenue remains lower than pre pandemic levels, as a result of lower ridership. State reimbursements were lower than budget as a result of lower eligible expenditures.

First quarter FY2024, overall actual expenditures compared to FY2024 appropriation for the same time period are currently 19.57% below FY2024 appropriation. Fixed route costs, as well as connector and general administration personal services costs (wages and fringes) are down as compared to current appropriation. This trend is largely due to open fixed route and connector bus positions, and reduced service miles as compared to pre pandemic levels.

I will be available to answer any questions regarding this report at the Board's convenience.

SMART - General
STATEMENT OF REVENUE AND EXPENSES
OPERATIONAL STATEMENT
For the Three Months Ending September 30, 2023

SMART OPERATIONAL INCOME STATEMENT	YTD ACTUAL	YTD BUDGET	VARIANCE	% VARIANCE	FY 2023/24 ANNUAL BUDGET	FY 2023/24 BUDGET REMAINING
REVENUES						
Route Revenue:						
Fare Revenue	$1,363,916.34	$1,338,648.00	$25,268.34	-1.89%	$5,355,000.00	($3,991,083.66)
Mircotransit	70,441.52	50,004.00	20,437.52	-40.87%	200,000.00	(129,558.48)
Total Route Revenue	1,434,357.86	1,388,652.00	45,705.86	-3.29%	5,555,000.00	(4,120,642.14)
Federal Sources:						
Section 5307	3,750,000.00	2,000,001.00	1,749,999.00	-87.50%	8,000,000.00	($4,250,000.00)
Other Federal Grants	98,158.83	1,725,003.00	(1,626,844.17)	94.31%	6,900,000.00	($6,801,841.17)
Total Federal Sources	3,848,158.83	3,725,004.00	123,154.83	-3.31%	14,900,000.00	(11,051,841.17)
State Sources:						
State Act 51	3,106,862.00	11,250,000.00	(8,143,138.00)	72.38%	45,000,000.00	($41,893,138.00)
Other State Revenue	35,383.65	40,875.00	(5,491.35)	13.43%	163,500.00	(128,116.35)
Total State Sources	3,142,245.65	11,790,876.00	(8,648,630.35)	73.35%	47,163,500.00	(44,021,254.35)
Local Sources:						
Contributions from Local Transit Authorities	23,721,249.99	23,721,249.00	0.99	0.00%	94,885,000.00	($71,163,750.01)
Total From Local Sources	23,683,749.99	23,683,749.00	0.99	0.00%	94,735,000.00	(71,051,250.01)
Other Income:						
Advertising	162,702.70	250,002.00	(87,299.30)	34.92%	1,000,000.00	($837,297.30)
Rental Income	9,949.14	7,497.00	2,452.14	-32.71%	30,000.00	($20,050.86)
Interest Income	2,011,212.56	1,125,000.00	886,212.56	-78.77%	4,500,000.00	($2,488,787.44)
Fleet Maint Reimbursement	41,542.09	38,751.00	2,791.09	-7.20%	155,000.00	($113,457.91)
Admin Fees Revenue	145,514.82	142,749.00	2,765.82	-1.94%	571,000.00	($425,485.18)
Miscellaneous	104,191.37	70,521.00	33,670.37	-47.75%	282,100.00	($177,908.63)
Local Comm Transit Operating Rev	44,156.39	44,253.00	(96.61)	0.22%	177,000.00	($132,843.61)
Total Other Income	2,519,269.07	2,178,774.00	340,495.07	-15.63%	8,715,100.00	(6,195,830.93)
Restricted Pass Through Revenue (Exp Match):	2,307,210.86	2,883,996.00	(576,785.14)	20.00%	11,536,000.00	($9,228,785.14)
TOTAL REVENUES	36,934,992.26	45,651,051.00	(8,716,058.74)	19.09%	182,604,600.00	(145,669,607.74)

SMART - General
STATEMENT OF REVENUE AND EXPENSES
OPERATIONAL STATEMENT
For the Three Months Ending September 30, 2023

SMART OPERATIONAL INCOME STATEMENT	YTD ACTUAL	YTD BUDGET	VARIANCE	% VARIANCE	FY 2023/24 ANNUAL BUDGET	FY 2023/24 BUDGET REMAINING
EXPENSES						
WAGE AND WAGE RELATED EXPENSES:						
ACTIVE EMPLOYEES:						
Active Salaries, Wages & Taxes						
Administrative	1,961,806.62	2,371,161.00	409,354.38	17.26%	9,621,332.00	7,659,525.38
Operations	7,816,674.78	12,138,596.00	4,321,921.22	35.60%	48,592,588.00	40,775,913.22
Maintenance	2,374,903.31	3,384,713.00	1,009,809.69	29.83%	13,522,707.00	11,147,803.69
Total Active Salaries, Wages, Taxes	12,153,384.71	17,894,470.00	5,741,085.29	32.08%	71,736,627.00	59,583,242.29
% of Total Revenue						
Active Employee Benefits:						
Hospitalization/Medical	2,453,324.04	3,042,093.00	235,484.27	7.74%	12,168,330.00	9,361,721.27
Life, AD&D, Drug, Dental, Optical	261,392.62	319,038.00	57,645.38	18.07%	1,276,140.00	1,014,747.38
Other Employee Benefits	101,959.39	129,084.00	27,124.61	21.01%	516,320.00	414,360.61
Workers Compensation	419,001.00	321,597.00	(97,404.00)	-30.29%	1,286,370.00	867,369.00
Health Care Saving Plan	206,653.32	349,587.00	142,933.68	40.89%	1,398,351.00	1,191,697.68
FICA	903,383.61	1,186,974.00	283,590.39	23.89%	4,747,900.00	3,844,516.39
Pension Funding	4,544.59	2,792,871.00	2,788,326.41	99.84%	11,171,470.00	11,166,925.41
Total Active Employee Benefits	4,350,258.57	7,443,009.00	2,739,465.74	36.81%	29,771,939.00	25,421,680.43
% of Total Active Wages	*36%*	*42%*				
Total Active Employee Wages & Benefits:	16,503,643.28	25,337,479.00	8,480,551.03	7.80%	101,508,566.00	85,004,922.72
RETIRED EMPLOYEES:						
Post Employment Benefits:						
OPEB Net Unfunded Obligation	3,454,545.33	4,999,999.00	(1,454,546.33)	30.91%	8,000,000.00	4,545,454.67
Retiree Medical & Drug Premiums	1,771,962.12	2,248,689.00	476,726.88	21.20%	8,994,760.00	7,222,797.88
Total Post Retirement	5,226,507.45	7,248,688.00	(977,819.45)	-13.49%	16,994,760.00	11,768,252.55
Total Wage & Wage Related Expenses	**21,730,150.73**	**$ 32,586,167**	**$ 7,502,732**	**23.02%**	**$ 118,503,326**	**$ 96,773,175**

SMART - General
STATEMENT OF REVENUE AND EXPENSES
OPERATIONAL STATEMENT
For the Three Months Ending September 30, 2023

SMART OPERATIONAL INCOME STATEMENT	YTD ACTUAL	YTD BUDGET	VARIANCE	% VARIANCE	FY 2023/24 ANNUAL BUDGET	FY 2023/24 BUDGET REMAINING
Operations:						
Operational Expenses						
Direct Variable (Vehicle):						
Diesel Fuels	1,551,962.87	2,346,201.00	794,238.13	33.85%	9,384,823.00	7,832,860.13
Gas, Oil, Lubricants, Etc.	172,067.57	136,497.00	(35,570.57)	-26.06%	546,000.00	373,932.43
Repair Parts	984,616.14	875,004.00	(109,612.14)	-12.53%	3,500,000.00	2,515,383.86
Leased Batteries	140,000.00	35,001.00	(104,999.00)	-299.99%	140,000.00	
Tires	296,094.21	319,251.00	23,156.79	7.25%	1,277,000.00	980,905.79
Vehicle Liability	3,671,549.06	2,475,243.00	(1,196,306.06)	-48.33%	9,901,000.00	6,229,450.94
Bus Contract Repairs-Maintenance	557,571.93	391,551.00	(166,020.93)	-42.40%	1,566,200.00	1,008,628.07
Towing	42,658.00	45,747.00	3,089.00	6.75%	183,000.00	140,342.00
Other Repair Parts	2,403.86	14,997.00	12,593.14	83.97%	60,000.00	57,596.14
Total Direct Variable (Vehicle)	7,418,923.64	6,650,742.00	(768,181.64)	-11.55%	26,603,023.00	19,184,099.36
Microtransit	2,015,267.99	1,673,748.00	(341,519.99)	-20.40%	6,695,000.00	4,679,732.01
Indirect Variable:						
Fare Collection Costs	46,636.44	135,696.00	89,059.56	65.63%	542,800.00	496,163.56
Route Facilities Maint.	36,335.70	157,077.00	120,741.30	76.87%	628,300.00	591,964.30
Other-Operational	80,816.76	119,004.00	38,187.24	32.09%	476,000.00	395,183.24
Total Indirect Variable	163,788.90	411,777.00	247,988.10	60.22%	1,647,100.00	1,483,311.10
Facilities:						
Utilities	353,530.85	442,626.00	89,095.15	20.13%	1,770,540.00	1,417,009.15
Contract Bldg Maint	256,055.62	298,002.00	41,946.38	14.08%	1,192,000.00	935,944.38
Building Maint	18,456.41	65,067.00	46,610.59	71.63%	260,300.00	241,843.59
Other-Maintenance	62,974.63	87,093.00	24,118.37	27.69%	348,400.00	285,425.37
Business Insurance	23,058.24	24,600.00	1,541.76	6.27%	98,400.00	75,341.76
Total Facilities	714,075.75	917,388.00	203,312.25	22.16%	3,669,640.00	2,955,564.25
Total Operational Expenses	**$ 10,312,056**	**$ 9,653,655**	**$ (658,401)**	**-6.82%**	**$ 38,614,763**	**$ 28,302,707**

SMART - General
STATEMENT OF REVENUE AND EXPENSES
OPERATIONAL STATEMENT
For the Three Months Ending September 30, 2023

SMART OPERATIONAL INCOME STATEMENT	YTD ACTUAL	YTD BUDGET	VARIANCE	% VARIANCE	FY 2023/24 ANNUAL BUDGET	FY 2023/24 BUDGET REMAINING
Administration, Other, Contingency:						
Administration						
General Supplies	53,401.07	114,504.00	61,102.93	53.36%	457,950.00	404,548.93
Professional, Outside Serv	573,450.98	737,829.00	164,378.02	22.28%	2,951,300.00	2,377,849.02
Outside Counsel-non V/L & W/C	73,813.21	137,499.00	63,685.79	46.32%	550,000.00	476,186.79
Civil Settlements	-	24,999.00	24,999.00	100.00%	100,000.00	100,000.00
Computer Maint	31,814.29	234,249.00	202,434.71	86.42%	937,000.00	905,185.71
Marketing Expense	49,965.62	643,251.00	593,285.38	92.23%	2,573,000.00	2,523,034.38
Other Administration	159,531.28	243,780.00	88,331.44	36.23%	975,151.00	819,702.44
Total Administration	**941,976.45**	**$ 2,136,111**	**$ 1,198,217**	**56.09%**	**$ 8,544,401**	**$ 7,602,425**
Contingency	**7,033.42**	**$ 450,000**	**$ 450,000**	**100.00%**	**$ 1,800,000**	**$ 1,792,967**
Other						
Vehicle Purchase Expense	-	249,999.00	249,999.00	100.00%	1,000,000.00	1,000,000.00
Depreciation-Eligible	62,700.00	62,499.00	(201.00)	-0.32%	250,000.00	187,300.00
Total Other	**62,630.13**	**$ 312,498**	**$ 249,867**	**79.96%**	**$ 1,250,000**	**$ 1,187,370**
Community Partner						
Community Credit Exp.	1,080,156.00	1,080,162.00	6.00	0.00%	4,320,650.00	3,240,494.00
POS, Comm Transit Svc & Alloc Overhead	299,585.82	296,673.00	(2,912.82)	-0.98%	1,186,700.00	887,114.18
Total Special Services	**1,379,741.82**	**$ 1,376,835**	**$ (2,907)**	**-0.21%**	**$ 5,507,350**	**$ 4,127,608**
Restricted Pass Through Expense (Rev. Match)	**2,307,210.86**	2,883,999.00	576,788.14	20.00%	11,536,000.00	9,228,789.14
Total Community Partner	**$ 3,686,953**	**$ 4,260,834**	**$ 573,881**	**13.47%**	**$ 17,043,350**	**$ 13,356,397**
TOTAL EXPENSES (Wages & Operational)	**$ 36,740,800**	**$ 49,399,265**	**$ 9,316,296**	**18.86%**	**$ 185,755,840**	**$ 149,015,040**
NET INCOME (LOSS)	**$ 194,193**	**$ (3,748,214)**	**$ 3,942,407**			

Q1 Operational Expense - Community Partner

SMART OPERATIONAL INCOME STATEMENT	YTD ACTUAL	YTD BUDGET	VARIANCE	% VARIANCE	FY 2023/24 ANNUAL BUDGET	FY 2023/24 BUDGET REMAINING
Community Partner						
Community Credit Exp.	1,080,156.00	1,080,162.00	6.00	0.00%	4,320,650.00	3,240,494.00
POS, Comm Transit Svc & Alloc Overhead	299,585.82	296,673.00	(2,912.82)	-0.98%	1,186,700.00	887,114.18
Total Special Services	**1,379,741.82**	**$ 1,376,835**	**$ (2,907)**	**-0.21%**	**$ 5,507,350**	**$ 4,127,608**
Restricted Pass Through Expense (Rev. Match)	**2,307,210.86**	2,883,999.00	576,788.14	20.00%	11,536,000.00	9,228,789.14
Total Community Partner	**$ 3,686,953**	**$ 4,260,834**	**$ 573,881**	**13.47%**	**$ 17,043,350**	**$ 13,356,397**
TOTAL EXPENSES (Wages & Operational)	**$ 36,740,800**	**$ 49,399,265**	**$ 9,316,296**	**18.86%**	**$ 185,755,840**	**$ 149,015,040**
NET INCOME (LOSS)	**$ 194,193**	**$ (3,748,214)**	**$ 3,942,407**			

Q1 Balance Sheet

SMART BALANCE SHEET	FY2024	FY2023	Y/E FY2023
ASSETS			
Current Assets			
Cash and Cash Equivalents	147,412,416.27	130,596,787.20	170,036,384.50
Investments	16,933,732.77	16,563,442.00	16,839,043.16
Receivables:			
Accrued Interest Receivable	25,397.92	25,397.92	28,152.40
Grants Receivable	28,961,936.79	25,305,461.14	29,857,909.36
Local Contributions Receivable	21,007,011.88	18,537,125.99	544,623.16
Other Receivables	1,048,112.46	1,419,419.43	1,390,965.71
Materials and Supplies Inventory	3,158,677.99	3,037,048.56	3,362,055.78
Prepaid Expenses	2,487,396.19	2,439,042.16	361,223.30
Total Current Assets	221,034,682.27	197,923,724.40	222,420,357.37
Noncurrent Assets			
Cash Restricted for Re-Investment	69,866.97	121,707.70	69,866.97
Capital Assets, net	157,039,595.83	165,006,733.61	154,167,363.74
Total Noncurrent Assets	157,109,462.80	165,128,441.31	154,237,230.71
Total Assets	**$ 378,144,145**	**$ 363,052,166**	**$ 376,657,588**
Deferred Outflows of Resources			
Deferred Outflows-Pension	43,704,696.01	17,868,658.00	43,704,696.01
Deferred Outflows-OPEB	7,828,435.00	15,994,171.00	7,828,435.00
Total Deferred Outflows	51,533,131.01	33,862,829.00	51,533,131.01
Total Assets and Deferred Outflows	**$ 429,677,276**	**$ 396,914,995**	**$ 428,190,719**

Q1 Balance Sheet

SMART BALANCE SHEET

	FY2024	FY2023	Y/E FY2023
LIABILITIES AND NET ASSETS			
Current Liabilities			
Municipal and Community Credits Payable	8,998,578.34	7,765,326.33	7,823,014.00
Accounts Payable under POS agreements	2,571,401.80	4,253,518.47	1,357,809.05
Accrued Self Insurance	10,790,402.68	14,661,746.68	10,669,416.00
Payable to the State of Michigan	133,869.01	3,742,124.49	25,737.01
Accounts Payable and Accrued Expenses	11,975,600.96	9,019,030.56	13,484,985.71
Accrued Compensation	4,826,948.88	5,048,230.05	4,513,901.97
Total Current Liabilities	39,296,801.67	44,489,974.58	40,867,331.74
Noncurrent Liabilities			
Net OPEB Obligation	18,019,185.47	58,422,140.79	18,019,185.47
Net Pension Obligation	76,631,122.14	37,903,252.58	76,631,122.14
Lease Liability	3,019,879.00	1,973,198.00	3,019,879.00
Total Liabilities	136,966,988.28	142,788,565.95	138,537,518.35
Deferred Inflows of Resources			
Deferred Inflows-OPEB	49,841,792.00	35,409,767.00	49,841,792.00
Deferred Inflows-Pension	15,592,907.08	20,285,642.41	15,592,907.08
Deferred Inflows-Lessor	498,439.00	550,287.00	498,439.00
Total Deferred Inflows	65,933,138.08	56,245,696.41	65,933,138.08
Total Liabilities and Deferred Inflows	202,900,126.36	199,034,262.36	204,470,656.43

Q1 Balance Sheet

SMART BALANCE SHEET	FY2024	FY2023	Y/E FY2023
RETAINED EARNINGS			
Net Position:			
Invested in Capital Assets, net of related debt	157,039,595.83	165,006,733.61	154,167,363.74
Restricted	69,866.97	121,707.70	69,866.97
Unrestricted	87,686,872.39	91,174,431.83	87,502,017.42
Total Net Position	226,777,149.72	197,880,732.35	223,720,062.66
Total Liabilities and Net Position	363,744,138.00	340,669,298.30	362,257,581.01
Total Liabilities, Deferred Inflows and Net Position	**$ 429,677,276**	**$ 396,914,995**	**$ 428,190,719**

MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: January 25, 2024

SUBJECT: New Business

agenda item

DATE:	January 25, 2024	DISPOSITION SOUGHT:	Board Approval
TO:	SMART Board of Directors	SUBMITTED BY:	General Manager
FROM:	General Manager	APPROVED BY:	General Manager

SUBJECT: Authorization of membership to the Automated. Connected. Electric. Shared. (ACES) Mobility Coalition and Appointment of SMART Representative to ACES Board

RECOMMENDATION

The Board adopt the attached resolution authorizing:

- SMART's membership in a newly created public sector-led, multi-stakeholder advisory committee entitled Automated. Connected. Electric. Shared. (ACES) Mobility Coalition;
- for one year;
- at an annual cost not to exceed $25,000.00;
- the appointment of Dwight Ferrell as SMART's representative, and Tiffany Gunter, Deputy General Manager, as alternate, to the ACES Mobility Coalition Board.

DISCUSSION

The Automated. Connected. Electric. Shared. (ACES) Mobility Coalition was formed in 2023 as a public sector-led, multi-stakeholder coalition to educate and promote appropriate regulation and adoption of shared mobility, providing first- and last-mile connectivity to support public transportation, safety, the environment, and workforce development.

ACES members include forward-thinking and innovative transit agencies, transportation operators, advocates for pedestrian safety and safe transportation, advocates for sustainable transportation options, new mobility stakeholders, manufacturers, technology companies, and real estate developers.

The ACES Mobility Coalition Board currently consists of eight members; six members are public transit stakeholders and the remaining two are from the private sector. The ACES Mobility Coalition Board has decided to expand its Board to nine members and has asked that SMART appoint a representative to fill the ninth seat on its Board. The board meets virtually once a quarter, with an in-person meeting scheduled during the annual APTA (American Public Transportation Association) meeting, which traditionally takes place in October. Additionally, there are four advisory members to the coalition.

The four goals of the ACES Mobility Coalition are as follows:

1. Educate federal and state legislators and regulators, the public, and the private sector about the benefits of shared autonomous mobility.
2. Advocate for safe deployment, research, and policies that encourage shared autonomous mobility and regulations that promote early and scalable adoption.
3. Work to ensure that regulations support public transportation, promote safety, workforce development, sustainable business models, commercialization, and scalability.
4. Work to ensure that legislation creates the appropriate regulatory structure for shared autonomous mobility to support public transportation.

These goals are achieved through various mechanisms, including member fly-ins, webinars, speaking engagements, and guest speakers.

FUNDING & COSTS

The cost will be funded through the FY 2024 operating budget.

ATTACHMENTS

- Resolution

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization of Membership in the Automated. Connected. Electric. Shared. (ACES) Mobility Coalition and Appointment of SMART Representative to ACES Board

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Whereas, The Automated. Connected. Electric. Shared. (ACES) Mobility Coalition was formed in 2023 as a public sector-led, multi-stakeholder coalition to educate and promote appropriate regulation and adoption of shared mobility; and

Whereas, The ACES Mobility Coalition Board currently consists of eight members; six members are public transit stakeholders and the remaining two members are from the private sector; and

Whereas, The ACES Mobility Coalition Board has decided to expand its Board to nine members and has asked that SMART appoint a representative to fill the ninth seat on its Board; and

Whereas, The SMART Board of Directors desires for SMART to become a member of the ACES Mobility Coalition and for a representative of SMART to hold a seat on the Board of the ACES Mobility Coalition; and

Whereas, The cost to join the ACES Mobility Coalition is $25,000 per year; now, therefore be it

Resolved, That Dwight Ferrell, General Manager, is authorized to obtain membership on behalf of SMART for one year in the ACES Mobility Coalition in an amount not to exceed $25,000; and that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby appoints Dwight Ferrell as its representative, and Tiffany Gunter, Deputy General Manager, as alternate to the ACES Mobility Coalition Board.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on January 25, 2024.

_____ _____

Date Board Secretary

_____

No.

SMART **agenda item**

DATE:	January 25, 2024	DISPOSITION SOUGHT:	Board Approval
TO:	SMART Board of Directors	SUBMITTED BY:	VP of Finance/CFO
FROM:	Finance Department	APPROVED BY:	Deputy General Manager

SUBJECT: Appointment to the Fiscal Year 2024-2025 Budget Committee of the Suburban Mobility Authority for Regional Transportation Board of Directors

SUMMARY

The Suburban Mobility Authority for Regional Transportation (SMART) is preparing for the Fiscal Year (FY) 2024-2025 Operating and Capital Budget. To support the SMART budgeting process, the Board Chair appoints three board members to the Budget Committee. The Budget Committee is responsible for reviewing the budget and bringing a resolution to the full board for approval no later than May 31, 2024.

DISCUSSION

The SMART Board Chair must appoint three board members to the Budget Committee to review the FY 2024-2025 Budget Operating and Capital Budget. The Budget Committee is an integral part of the process and is tasked with reviewing the annual budget to ensure they align with SMART strategic goals and the Authority's operations remain fiscally responsible.

In compliance with regulatory requirements, the SMART FY 2024-2025 Operating and Capital Budget must formally be adopted no later than May 31, 2024, and the final budget is required to be submitted to the State of Michigan by June 30, 2024. The Budget Committee will meet in April 2024 to review the proposed budget and vote to take the proposed budget to the full board for final approval.

ATTACHMENTS

- Resolution

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Approval of Budget Committee Appointments for Fiscal Year 2024 – 2025 Budget

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Whereas, The Chairman of the SMART Board of Directors has appointed the following members to take part in the Fiscal Year (FY) 2025 Budget Committee

_____ (Chairperson)

_____

_____; and

Whereas, SMART, to comply with regulatory requirements, must formally adopt the FY 2025 budget by May 31, 2024, and submit the final budget to the State of Michigan by June 30, 2024; and

Whereas, The Budget Committee is responsible for reviewing the budget and making a resolution to take the proposed budget to the entire SMART Board of Directors; now, therefore be it

Resolved, The Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby approves the appointment of the Budget Committee for the 2024-2025 term.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on January 25, 2024.

_____ _____

Date Board Secretary

_____

No.

SMART **agenda item**

DATE:	January 25, 2023	DISPOSITION SOUGHT:	Board Approval
TO:	SMART Board of Directors	SUBMITTED BY:	VP of Paratransit
FROM:	VP of Finance/CFO	APPROVED BY:	Deputy General Manager

SUBJECT: Amendment to the FY 2023/2024 General Operating Budget – Microtransit Service Budget Reclassification

SUMMARY

A fiscal year 2023/2024 budget amendment of $1.1 million is being proposed for the hours needed to operate the SMART Flex microtransit service. The additional hours will ensure that microtransit wait times do not increase. SMART has an unspent budget amount related to Driver Wages/Fringes due to unfilled positions. This unspent budget will be utilized to fund the additional hours for the microtransit service.

DISCUSSION

In January 2023, the board approved the FY (Fiscal Year) 2023 budget amendment for Flex Microtransit service to fund additional hours of service and expand the number of Wheelchair Accessible Vehicles (WAV) vehicles. These improvements brought SMART Flex into compliance with ADA regulations to make sure wait times do not increase due to the smaller-capacity WAV vehicles.

During the current FY 2024 Budget process, the increased budget amount was not transferred to the Microtransit Operations line item. SMART is proposing an amendment to reclassify $1.1 million of unspent Driver Platform Wages to Microtransit Operations. This will provide continuity of Flex Microtransit Service and WAV equivalency by funding the necessary hours with the third-party contractor, Via (effective December 13, 2023).

Account	Approved 2023/24 Budget	Line item	Amendment or Change
Revenues:			
	NA	NA	--
Expenditures:			
Microtransit Operations	$6,695,000	$7,795,000	$1,100,000
Driver Platform Wages	$20,679,683	$19,579,683	($1,100,000)
Increase/(Decrease) Expenses			$0.00

FINANCIAL CERTIFICATION

The VP of Finance certifies that sufficient appropriation is available to fund expanded microtransit service through the end of FY 2024.

RECOMMENDATION

The VP of Finance is recommending approval of the proposed budget amendment.

ATTACHMENTS

- Resolution

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Amendment to the FY 2023/24 General Operating Budget

Whereas, The Suburban Mobility Authority for Regional Transportation (SMART), (the Authority) pursuant to PA 204 of 1967, as amended has been empowered to acquire, plan, contract, operate, and maintain a transportation system, and facilities within its jurisdiction; and

Whereas, The Authority pursuant to PA 2 of 1968 as amended is required to amend its operating budget when changes to said budget are required and known; and

Whereas, PA 2 of 1968 as amended also requires the Authority to maintain a balanced budget; and

Whereas, The Authority, pursuant to PA 204 of 1967 as amended, and PA 2 of 1968 as amended, amends the FY2023/24 Operating Budget by increasing and decreasing various operational line items as follows:

Expense – Drivers Platform	($1,100,000)
Expense – Microtransit Operations	$1,100,000

Whereas, The VP of Finance is to reclassify Fiscal Year 2024 line-item Operating appropriation; now, therefore be it

Resolved, That the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby approves the budget amendment outlined, and the VP of Finance hereby increases and decreases the line items as noted.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on January 25, 2024.

_____ _____

Date Board Secretary

_____

No.

SMART

agenda item

DATE: January 25, 2023
TO: SMART Board of Directors
FROM: VP of Finance/CFO

DISPOSITION SOUGHT: Board Approval
SUBMITTED BY: Finance Department
APPROVED BY: Deputy General Manager

SUBJECT: Amendment to the FY2023/24 General Operating Budget – Pension and Healthcare OPEB Budget Reclassification

SUMMARY

A fiscal year 2023/2024 budget amendment is being proposed for additional funding contributions expenditures for the Pension and Other Post Employment Benefit (OPEB) Trusts. The Finance Department has reviewed the Authority's financial position and grant funding sources and determined there are current assets available to pay down legacy liabilities. The Finance Department believes the best course of action is to utilize these funds to pay down the Authority's long-term obligations. Making additional funding contributions to the Pension and OPEB trusts will improve the overall financial health of the Authority, by reducing required future contributions to these trusts.

The proposed line-item budget amendment for the Pension and OPEB expenditures are as follows:

Account	Approved 2022/23 Budget	Proposed 2022/23 Amended Budget	Amendment or Change
Funding Source:			
Federal 5307 – Relief Funding	$5,000,000	$45,000,000	$40,000,000
Available Fund Balance	$0	$40,000,000	$40,000,000
Expenditures:			
Fringes – Pension Prefund Contribution	$0	$60,000,000	$60,000,000
Fringes – OPEB Unfunded Obligation	$4,494,600	$24,494,600	$20,000,000

FINANCIAL CERTIFICATION

The VP of Finance and CFO certifies that sufficient appropriation is available to fund the payment of Pension and OPEB expenditures for FY 2023/24.

RECOMMENDATION

The VP of Finance is recommending approval of the proposed budget amendment.

ATTACHMENTS

- Resolution

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Amendment to the FY 2023/24 General Operating Budget

Whereas, The Suburban Mobility Authority for Regional Transportation (SMART), (the Authority) pursuant to PA 204 of 1967, as amended has been empowered to acquire, plan, contract, operate, and maintain a transportation system, and facilities within its jurisdiction; and

Whereas, The Authority pursuant to PA 2 of 1968 as amended is required to amend its operating budget when changes to said budget are required and known; and

Whereas, PA 2 of 1968 as amended also requires the Authority to maintain a balanced budget; and

Whereas, The Authority, pursuant to PA 204 of 1967 as amended and PA 2 of 1968 as amended, amends the FY2023/24 Operating Budget by increasing various operational line items as noted; and

Whereas, The VP of Finance is to reclassify Fiscal Year 2024 line-item Operating appropriation; now, therefore be it

Resolved, That the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby approves the budget amendment outlined, and the VP of Finance hereby increases the line items as noted.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Suburban Mobility for Regional Transportation certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on January 25, 2024.

_____ _____

Date Board Secretary

_____

No.

MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: January 25, 2024

SUBJECT: Closed Session

MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: January 25, 2024,

SUBJECT: Board Member Business

MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: January 25, 2024

SUBJECT: Adjournment