

**ROARING FORK TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING AGENDA**

**TIME:** 8:30 a.m. – 9:00 a.m., Thursday, July 8, 2021

520 South 3<sup>rd</sup> Street, Carbondale, CO 81623

This will also be a Virtual Webex Teleconference Meeting

*Instructions regarding how to participate in the meeting via Webex will be attached to the e-mail transmitting the Board Agenda Packet, on the second page of this agenda, or at [www.rfta.com](http://www.rfta.com) on the Board Meeting page.*

**(This Agenda may change before the meeting)**

	<b>Agenda Item</b>	<b>Policy</b>	<b>Purpose</b>	<b>Est. Time</b>
1	<b>Call to Order / Roll Call:</b>		<b>Quorum</b>	<b>9:00 a.m.</b>
2	<b>Executive Session:</b>			
	A. Paul Taddune, General Counsel: <b>One Matter if Needed:</b> 1) Pursuant to C.R.S. 24-6-402 4(e)(I): Determining positions that may be subject to negotiations; developing strategy for negotiations and instructions for negotiators (RFTA-ATU Local 1774 Collective Bargaining Agreement July 1, 2021 – December 31, 2024);		<b>Executive Session</b>	<b>8:30 a.m.</b>
3	<b>Approval of <a href="#">Minutes</a>:</b> RFTA Board Meeting May 13, 2021, <i>pg. 4</i>		<b>Approve</b>	<b>8:31 a.m.</b>
4	<b>Public Comment:</b> Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person)		<b>Public Input</b>	<b>8:35 a.m.</b>
5	<b>Items Added to Agenda – Board Member Comments:</b>	<b>4.3.3.C</b>	<b>Comments</b>	<b>8:36 a.m.</b>
6	<b>Consent Agenda</b>			<b>8:40 a.m.</b>
	A. Approval of <a href="#">Agreement</a> between Amalgamated Transit Union, Local 1774 and Roaring Fork Transportation Authority; Effective July 1, 2021 through December 31, 2024 - Dan Blankenship, CEO, <i>page 15</i>	<b>4.2.5</b>	<b>Approve</b>	
	B. RFTA 2020 <a href="#">Audited</a> Financial Report – Michael Yang, CFAO, <i>page 22</i>	<b>2.4.8</b>	<b>Approve</b>	
	C. <a href="#">Resolution</a> 2021-14: Authorization to Submit Applications for Fiscal Year 2022 FTA & CDOT Super Call for Operating, Planning and Vehicle and Facility Capital Grant Projects – David Johnson, Director of Planning, <i>page 27</i>	<b>2.4.8</b>	<b>Approve</b>	
7	<b>Public Hearing:</b>			
	A. <a href="#">Resolution</a> 2021-15: 2021 Supplemental Budget Appropriation Resolution - Michael Yang, CFAO, <i>page 32</i>	<b>4.2.5</b>	<b>Approve</b>	<b>8:43 a.m.</b>
8	<b>Information/Updates:</b>			
	A. <a href="#">CEO</a> Report – Dan Blankenship, CEO, <i>page 37</i>	<b>2.8.6</b>	<b>FYI</b>	<b>8:44 a.m.</b>
<b>(Agenda Continued on Next Page)</b>				

	<b>Agenda Item</b>	<b>Policy</b>	<b>Purpose</b>	<b>Est. Time</b>
9	<b>Issues to be Considered at Next Meeting:</b>			
	To Be Determined at the July 8, 2021 Board Meeting	<b>4.3</b>	<b>Meeting Planning</b>	<b>8:45 a.m.</b>
10	<b>Next Meeting:</b> 9:00 a.m. – 11:30 a.m., August 12 2021 RFTA Board Meeting possibly in-person and/or via Webex Teleconference (Details to be provided later)	<b>4.3</b>	<b>Meeting Planning</b>	<b>8:50 a.m.</b>

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# Roaring Fork Transportation Authority Retreat

July 8, 2021

Facilitated by:

Michael Kinsley

## Meeting Agenda:

Time	Topic & Outcome
8:30 a.m.	<b>RFTA Board of Directors Meeting</b>
9:10 a.m.	<b>Retreat Opening</b>
9:15 a.m.	<b>Environmental Scan: Post Pandemic Outlook for RFTA</b> <ul style="list-style-type: none"><li>• <b>Development of Post-Pandemic Strategic Initiatives for 2022.</b></li></ul>
10:15 a.m.	<b>Break</b>
10:30 a.m.	<b>RFTA's Role in Regional Bike Share/First-Last Mile Mobility Services</b> <ul style="list-style-type: none"><li>• <b>Development of Bike Share/FLMM Strategic Initiatives for 2022</b></li></ul>
12:00 p.m.	<b>Lunch (discussion will continue during lunch if needed)</b>
1:00 p.m.	<b>RFTA's Climate Action Plan</b> <ul style="list-style-type: none"><li>• <b>Development of Climate Action Plan Strategic Initiatives for 2022</b></li></ul>
2:20 p.m. – 2:30 p.m.	<b>Wrap Up</b>

**ROARING FORK TRANSPORTATION AUTHORITY  
BOARD MEETING MINUTES  
June 10, 2021**

**Board Members Present (via WebEx):**

Dan Richardson, Chair (Town of Carbondale); Bill Kane, Vice-Chair (Town of Basalt); Art Riddile (Town of New Castle); Jonathan Godes (City of Glenwood Springs); Greg Poschman (Pitkin County); Jeanne McQueeney (Eagle County); Alyssa Shenk (Town of Snowmass Village)

**Voting Alternates Present (via WebEx)**

Ward Hauenstein (City of Aspen)

**Non-Voting Alternates Present (via WebEx)**

Francie Jacober (Pitkin County); Bill Madsen (Town of Snowmass Village)

**Staff Present (via WebEx):**

Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial Administrative Officer (CFAO); Kurt Ravenschlag, Chief Operating Officer (COO); Nicole Schoon, Secretary to the Board of Directors; Mike Hermes, Angela Henderson, Abbey Pascoe, and Brett Meredith, Facilities and Trails Department; David Johnson and Jason White, Planning Department; Paul Hamilton, Director of Finance; Jason Smith, Safety and Training Department; Jamie Tatsuno, Communications Manager; Tammy Sommerfeld Melissa Sever, and Rebecca Hodgson, Procurement; Craig Dubin, Special Projects Manager; John Blair and Ian Adams, Operations Managers; Mike Christenson, Interim Director of Vehicle Maintenance

**Visitors Present (via WebEx):**

David Pesnichak (EOTC/Pitkin County); John Krueger (City of Aspen); Terri Partch, Bryana Starbuck, Jenn Ooton, City of Glenwood Springs, and Shannon Marvel (Citizen)

**Agenda**

**1. Call to Order/Roll Call:**

**Dan Richardson called the RFTA Board of Directors to order at 9:01 a.m. Richardson declared a quorum to be present (8 member jurisdictions present) and the June 10, 2021 RFTA Board of Directors meeting began at 9:02 a.m.**

**2. Executive Session:**

- A. One Matter:** 1) Pursuant to C.R.S. 24-6-402 4(e)(I): Determining positions that may be subject to negotiations; developing strategy for negotiations and instructions for negotiators (RFTA-ATU Local 1774 Collective Bargaining Agreement 2022-2024)

**Greg Poschman moved to adjourn from the Regular Board Meeting into the Executive Session and Art Riddile seconded the motion. The motion was unanimously approved.**

**Staff Present:** Dan Blankenship, CEO; Paul Taddune, General Counsel; Kurt Ravenschlag, COO; Michael Yang, CFAO; and Nicole Schoon Secretary to the Board

**Bill Kane moved to adjourn from the Executive Session into the Regular Board Meeting and Jonathan Godes seconded the motion. The motion was unanimously approved.**

No action was taken during the Executive Session. The Executive Session adjourned at 9:46 a.m.

**3. Approval of Minutes:**

Riddile moved to approve the May 13, 2021 Board Meeting Minutes, and Poschman seconded the motion. The motion was unanimously approved.

**4. Public Comment:**

Richardson asked if any member of the public would like to address the Board or make a comment regarding items not on the June 10, 2021 Board Agenda.

No members of the public had any comments.

Richardson closed Public Comments at 9:49 a.m.

**5. Items Added to Agenda – Board Member Comments:**

Richardson asked if there were any items that needed to be added to the June 10, 2021 Board meeting Agenda.

No items were added to the June 10, 2021 Board Agenda.

Richardson asked if any Board member had comments or questions regarding issues not on the June 10, 2021 Board meeting Agenda.

Richardson thanked RFTA staff for getting bus seating capacity back to 100%.

Kane stated that the facilitator, Michael Kinsley is doing a wonderful job with the Board Retreat, and stated that all Board members should make time to speak with him before the Retreat.

Richardson closed Board comments at 9:51 a.m.

**6. Consent Agenda:**

**A. Resolution 2021-11: 2022 RFTA Title VI Program and Limited English Proficiency (LEP) Plan Update** – Nicole Schoon, Regulatory Compliance Officer and Dan Blankenship, CEO

In accordance with FTA Title 49 CFR Section 21.7(a) RFTA, as a condition of receiving Federal financial assistance from the Federal Transit Administration (FTA), must carry out the Title VI Program of the Civil Rights Act of 1964 in compliance with U.S. Department of Transportation (USDOT) regulations. RFTA must compile, maintain, and submit in a timely manner, Title VI information required by FTA Circular 4702.1B, that was last updated as of October 1, 2018 and in compliance with the USDOT's Title VI Regulation, 49 CFR, Part 21.

RFTA provides its programs and services without regard to race, color, sex, age, national origin, or disability in accordance with Title VI of the Civil Rights Act. RFTA's programs and services are shared equitably throughout its service area. The level and quality of bus services are sufficient to provide equal access to all riders in its service areas.

RFTA is obligated to submit an updated Title VI Program & LEP Plan to the FTA's Civil Rights Officer, every three years. The last RFTA update of the Title VI Compliance Report was submitted and approved by CDOT in June 2018. RFTA has submitted the 2022 Title VI Program and Limited English Proficiency (LEP) Plan Updates to the FTA, through the TrAMS website, for approval.

**Alyssa Shenk moved to approve Resolution 2021-11: 2022 RFTA Title VI Program and Limited English Proficiency (LEP) Plan Update, and Riddile seconded the motion. The motion was unanimously approved.**

**B. Resolution 2021-12: 2022 Disadvantage Business Enterprise (DBE) Program and Goal Update**  
– Nicole Schoon, Regulatory Compliance Officer and Dan Blankenship, CEO

The FTA, Civil Rights Office requires organizations, as a condition of eligibility for Federal financial assistance from the FTA, to submit, every three years, their Disadvantaged Business Enterprise (DBE) Program to the Civil Rights Department of the FTA for approval. RFTA requires all employees and agents to adhere to the provisions of 49 CFR Part 26.

It is RFTA's policy to:

- Ensure non-discrimination in the award and administration of DOT-assisted contracts;
- Create a level playing field on which DBE firms can compete fairly for DOT-assisted contracts;
- Ensure that the DBE Program is narrowly tailored in accordance with applicable law;
- Ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
- Assist in the removal of barriers to the participation of DBE firms in DOT-assisted contracts;
- Assist in the development of firms to enhance the ability to compete successfully in the marketplace outside of the DBE Program;
- Promote the use of DBEs in all types of federally-assisted contracts and procurement activities;
- Monitor and enforce contractor compliance in meeting established goal objectives and program requirements; and
- Ensure RFTA contractors and subcontractors take all necessary and reasonable steps to comply with these policy objectives.

RFTA has submitted the 2022 Disadvantage Business Enterprise (DBE) Program and Goal Update to the FTA, through the TrAMS website, for approval.

**Shenk moved to approve Resolution 2021-12: 2022 Disadvantage Business Enterprise (DBE) Program and Goal Update, and Riddile seconded the motion. The motion was unanimously approved.**

**C. Riverview Safe Routes to School Project Increase Contribution from \$80,000 to \$88,390, Due to the Increase in Construction Costs Between the Original Approval Given at the December 12, 2019 RFTA Board Meeting, and Bids Received in April 2020** – Angela Henderson, Assistant Director, Project Management & Facilities Operations

At the November 14, 2019 RFTA Board meeting, the RFTA Board approved a partnership with the Garfield County Commissioners and the Roaring Fork School District (RFSD) to create a safer access for individuals around the Riverview school. RFTA approved a contribution amount of \$80,000 to support the project.

Garfield County used their in-house resources to install a soft surface trail connection from CR 109 up to the Rio Grande Trail. They put the rest of the project, bridge rehab, asphalt surfacing and the

pedestrian flashing lights and crosswalks out for bid. Garfield County completed the design for this trail connection and bridge rehab project, and received several bids for the final pieces of the construction.

The construction costs for the three pedestrian light systems and crosswalks has increased since the original request and Garfield County is requesting an additional \$8,390.00, to cover the shortfall. The increase includes the pedestrian lights and installation, and the mobilization, clearing, grubbing, traffic control, seeding and other costs directly associated with the installation of the pedestrian lights and crosswalks in three locations.

**Shenk moved to approve the Riverview Safe Routes to School Project Increase Contribution from \$80,000 to \$88,390, Due to the Increase in Construction Costs between the Original Approval Given at the December 12, 2019 RFTA Board Meeting, and Bids Received in April 2020, and Riddile seconded the motion. The motion was unanimously approved.**

**D. Carbondale Federal Grant Right-of-Way (FGROW) Project** – Angela Henderson, Assistant Director, Project Management & Facilities Operations

There are fourteen Federal Grant Right of Way (FGROW) areas that make up the RFTA Railroad Corridor and in some of those areas there are encroachments that need to be addressed.

In FGROW Area #8, located in Carbondale, staff is in the process of finalizing agreements with six adjacent property owners, and has recently reached agreement with one additional property owner in this section. RFTA Staff has negotiated a deed exchange with Mrs. Donna Burkett of 522 SH133. RFTA will deed, by a Bargain & Sale deed, the outer 50' of FGROW area, to Mrs. Burkett and Mrs. Burkett will deed by Quit Claim deed, all of the remaining FGROW area to RFTA.

**Shenk moved to approve the Carbondale Federal Grant Right-of-Way (FGROW) Project, and Riddile seconded the motion. The motion was unanimously approved.**

**7. Presentations/Action Items:**

**A. MOVE Study Update** – Kurt Ravenschlag, COO

The Alternatives Analysis is the first step in a process to bring conceptual ideas to fruition. This is not a study that gets decided and then built. Funding is critical to bringing projects of this size to reality, and most likely will include Federal and State grant funding. An Alternatives' Analysis is the first and necessary step in preparing these projects for State and Federal funding.

Once a preferred alternative has been identified, the process moves into Environmental Analysis of the Preferred Alternative and development of mitigation plans. Once Environmental Analysis has been completed, we can then move into Final Design, Value Engineering and Right of Way acquisition.

**Recommendations from the Transit Alternatives Analysis:**

**Phase 1:**

- RFTA Parking – Better connect existing overflow lot, establish a more robust parking enforcement program.

**Phase 2:**

- Local Transit – Implement one of three concepts developed in the study to improve coverage of North Glenwood. Thin number of stops along Grand Avenue for BRT and Hogback or consider a deviation of Ride Glenwood Springs to serve Blake Avenue instead of Grand Avenue.
- RFTA Parking – Lease additional parking, formalize a kiss and ride area at the 27<sup>th</sup> Street station, improve multimodal connections.
- Traffic and Safety – Implement Transit Signal Priority on SH-82.

**Phase 3:**

- Local Transit -
  - Option 1: Move local service to Blake Avenue, split Ride Glenwood Springs into two loops serving West Glenwood and South Glenwood.
  - Option 2: (same as option 1), exception, Ride Glenwood Springs increases existing vehicles to increase coverage.
- Traffic and Safety – Extend Dedicated BRT lanes between 27<sup>th</sup> Street and 23<sup>rd</sup> Street. Provide dedicated BRT lanes between 13<sup>th</sup> and 8<sup>th</sup> Street by removing pedestrian bulb outs, relocate curb and gutter and relocate traffic signals. Install queue jump lane signal head at northbound terminal of BAT lane.
- Stations – West Glenwood Transit Center, 14<sup>th</sup> and Grand BRT Station, 9<sup>th</sup> and Grand BRT Station.

**Phase 3 (Option 2):**

- Local Transit – Ride Glenwood Springs restructured to better penetrate West Glenwood Springs.
- Traffic and Safety – Install bus activated traffic signal on 8<sup>th</sup> Street where buses will enter/leave RFTA property and Rio Grande corridor.
- Stations – West Glenwood Transit Center, 14<sup>th</sup> and Rio BRT Station, 8<sup>th</sup> and Rio BRT Station.

**Grand Avenue Alignment Considerations:**

- Lower cost
- Built and implemented quicker
- Removes on-street parking, mature trees, and pedestrian bulb outs
- Travel time savings and ridership are not as high
- Travel times may degrade as congestion increases on Grand Avenue

**Rio Grande Rail Corridor Alignment Considerations:**

- Significantly better travel time and reliability
- Lower service hours and O&M costs
- Higher ridership than Grand Avenue alternative (fewer cars traveling in and through Glenwood Springs)
- Higher costs
- Less construction impacts to Grand Avenue traffic

**Recommendations and On-Going Dialogue:**

- Glenwood Springs
  - Parking
  - Bike & pedestrian
  - Traffic



- Local Transit
- Transit Parking Access
  - Lease or purchase additional land for expanded parking near 27<sup>th</sup> Street Station
- BRT Extension
  - Two viable alternatives of Grand Avenue and Rio Grande Rail Corridor
- BRT Stations
  - Grand Avenue – 14<sup>th</sup> and Grand Avenue and 9<sup>th</sup> and Grand Avenue
  - Rio Grande Corridor – 14<sup>th</sup> and Rio Grande Corridor and 8<sup>th</sup> and Rio Grande Corridor
- Glenwood Transit Center
  - Recommendation for Glenwood Transit Center to be located at West Glenwood Park and Ride

**Richardson stated that there are many options, is there a simple answer to how much shorter the travel time will be.**

**Kurt Ravenschlag responded that RGT gave the best travel times, congestion will not impact those travel times. In sections where there is no bus lane, travel times would be impacted.**

**Ward Hauenstein requested Jonathan Godes and the City of Glenwood Springs' input on the analysis.**

**Godes responded that there no support for the Grand Avenue option. Discussions have been that tentatively, over a few years, there might be ways for more travel time savings options.**

**Shelley Kaup stated that there is some resistance on using the RGT and that currently neither is a strong option. A possibility might be to not introduce traffic along RGT, instead have buses every 10 minutes. Another option would be to make the TDM program more robust to keep traffic congestion down.**

**Godes stated that paid parking in downtown Glenwood Springs would deter visitors from coming into downtown as well as riding the bus.**

**Francie Jacober stated that Main Street is attractive, if there is no street parking, and trees and vegetation is removed it will not be as attractive to visitors.**

**Ravenschlag responded that parking is definitely a part of the study and a robust part of the scope. Currently the analysis is focused mainly on what RFTA options for buses are going to be.**

**Kane stated that if the RGT can be preserved, and if the bike riders and pedestrians won't be impacted, then the RGT option could be the best solution.**

**B. Proposed Youth Fare Changes – David Johnson, Director of Planning**

To promote the use of public transit, and to provide more affordable fares for youths ages 6 through 16, RFTA is proposing that instead of \$1 off of the cash fare, the Youth Fare be changed to a flat \$1 per ride. With the purchase of a discounted stored value card, the cost would be approximately \$0.75 per ride for youths ages 6 – 16 on RFTA's regional commuter bus system. Children ages five and younger would still ride fare free.

RFTA would also eliminate all monthly passes for youths, since at \$1 per ride, for an average of 22 round-trips per month, the cost to ride anywhere on RFTA regional services would be \$44, compared with the current \$64 Hogback Monthly Youth Pass or \$89 for the New Castle to Aspen Monthly Youth Pass; a savings of \$20 and \$49 respectively. According to 2016 passenger survey data, approximately 3.1% of regional commuter bus service passengers were under 16 years of age.

While extending the \$1 flat Youth Fare to youths 16 – 18 or 19 would be beneficial, incentive for them to ride the bus rather than drive themselves or be driven by family members, the financial impact could be more significant. RFTA does not recommend making this change without an analysis of how much the reduction in fare revenue would be. RFTA would hire a consultant to perform the analysis, and based on that analysis the Board could opt to approve or deny extending the age eligibility for the \$1 flat fare Youth Fare.

**Shenk feels that this fare change is a great plan and that the fare change for ages 16-19 really needs to be reviewed, it could potentially be reduced, however, possibly not the \$1 fare.**

**Kane questioned how RFTA will enforce this change, will it be on an honor system or will there be a specific way to receive the \$1 fare.**

**David Johnson responded that RFTA will have to determine how this will be done, possibly the stored value card, or IDs might be requested, it can be a part of the analysis as well.**

**Greg Poschman stated that he is enthusiastic about this change. At one of the Board meetings a member from the community spoke about the high cost of riding the bus with his whole family and hoped that RFTA could make a change for youths to ride the bus. This will also help with getting children riding the bus young so that it will continue when they get older.**

**Other members of the Board expressed their support of the fare change.**

**C. RFTA Service Planning Issues Related to the Outbreak of Coronavirus (COVID-19) – Kurt Ravenschlag, COO**

As of Friday, June 4, 2021, there was 1 employee who has recently tested positive for COVID-19, the virus was contracted while the employee was out on leave and no one in the workforce was exposed.

RFTA has almost 74% of all employees who have been completely vaccinated.

While most local and state health authorities have rescinded many of the pandemic precautionary measures, the Department of Homeland Security's Transportation Safety Administration is maintaining their federal mask mandate through September 13, 2021. RFTA will continue to require masks to be worn while riding RFTA buses and on RFTA property. This has increased the number of masks that RFTA has had to supply to passengers, as well as caused a few confrontations between bus operators and passengers. Bus operators have been trained and advised on how to handle these situations.

Monday, June 7<sup>th</sup> RFTA increased from 50% of seated capacity to 100% of seated capacity on buses throughout the region, including the Maroon Bells shuttle. All other onboard safety measures remain in place and RFTA's Safety Team will be monitoring this capacity change.

Capacity limits have been removed in the Rubey Park Transit Center lobby, although masks are still required and a small portion of the lobby is still roped off for use by RFTA drivers when on break.

This is needed to allow for adequate social distancing for unmasked employees eating meals. Public bathrooms at RFTA's BRT stations throughout the region will be opening up soon and will close at approximately 10:00 p.m. The bathrooms will be cleaned at least three times per day.

RFTA will began its Summer service on Monday, June 7, 2021 and Maroon Bells Shuttle will be running from June 7, 2021 through October 17, 2021.

Compared with the 2020 Fall season, the Spring system-wide ridership increased by approximately 1%. Hwy 82/TOSV/BRT and Local service ridership increased by approximately 2%, Hogback ridership increased by approximately 15%, Carbondale Circulator ridership increased by approximately 1%, City of Aspen ridership increased by approximately 9%, and the Ride Glenwood service decreased by approximately 32%. The Ride Glenwood ridership decrease is likely due to the closure of the Roaring Fork Market Place bus stop on Blake Avenue, the City of Glenwood Springs is replacing a waterline and installing concrete pads on 32<sup>nd</sup> Street.

Recruitment of bus operators has been hampered by the lack of affordable housing for employees, as well as by a general shortage of Transit Bus Operators and Commercial Drivers across the nation. HR/Housing, Operations, and Safety and Training personnel have done an outstanding job with recruitment and training. Staff has been getting creative in its recruitment efforts and have been working tirelessly to get open bus operator jobs filled.

**Jeanne McQueeney asked if RFTA was considering stopping the \$500 employee incentive for employees who get vaccinated.**

**Jason Smith stated that RFTA wants to give the organization the best chance at getting all of its employees vaccinated, so currently the incentive is still in place.**

## **8. Public Hearing:**

### **A. Resolution 2021-13: 2021 Supplemental Budget Appropriation Resolution – Michael Yang, CFAO**

At the May 13, 2021 RFTA Board meeting, the Board approved Bond Resolution 2021-10 which authorized the issuance of the 2021A bonds. The bonds were priced and successfully sold on May 25, 2021 with an aggregate true interest cost of 2.62%.

Series 2021A Capital Projects Fund will serve as the new Project Fund and appropriates approximately \$35.037 million in in bond proceeds and approximately \$35.037 million in expenditures. Capital projects anticipated to be funded using bond proceeds include:

- \$4,999,000 – GMF Expansion Project, Phase 2
- \$20,014,000 – GMF Expansion Project, Phase 3, 4, 5, and 7
- \$6,524,000 – Grade Separated Pedestrian Crossing of Highway 82 and 27<sup>th</sup> Street Project
- \$3,217,000 – 27<sup>th</sup> Street BRT Park and Ride Expansion Project (Property Acquisition)

Series 2021A Debt Service Fund, which serves as the Bond Fund, used for paying the principal and interest on the 2021A bonds and is funded by the Pledged Revenues through a transfer from the General Fund.

- Transfer of \$574,522 from General Fund

General Fund and Series 2019 Capital Project Fund

- Appropriate the remaining capital outlay based on cost estimates for the Capital Projects, along with related grant revenues and local government contributions.

The following are budget items related to the **Property Tax Revenue Bonds Series 2021A and capital projects mentioned above:**

**General Fund:**

- \$30,501,392 increase in Grant Revenues
- \$500,000 increase in Other Governmental Contributions
- \$93,435 increase in Other Financing Sources
- \$22,769,453 increase in Capital Outlay
- \$574,552 increase on Other Financing Uses

**Series 2019 Capital Projects Fund:**

- \$43,595 increase in Capital

**Series 2021A Capital Projects Fund:**

- \$35,037,132 increase in Other Financing Source
- \$283,132 increase in Debt Service
- \$34,660,565 increase in Capital Outlay
- \$93,435 increase in Other Financing Use

**Series 2021A Debt Service Fund:**

- \$574,552 increase in Other Financing Sources
- \$574,552 increase in Debt Service

Items not related to the bond issuance, requiring the following budget amendments are:

**General Fund:**

**Traveler Van:** FTA 5339a Rural CCCP capital grant of \$72,163 was awarded for the purchase, the local match of \$18,041 will be contributed by Garfield County.

- \$90,204 increase in Capital Outlay
- \$72,163 increase in Grants
- \$18,041 increase in Other Governmental Contributions

**Alternative Fuel Excise Tax Credit:** RFTA is eligible to submit claims for the Taxpayer Certainty and Disaster Relief Act of 2020, to receive a credit of \$0.50 per gas gallon equivalent for Compressed Natural Gas (CNG).

- \$230,000 decrease in Fuel

**Staffing Considerations:**

**Extension of Non-CDL Bus Cleaners**

- \$174,000 increase in Transit

**Summer Seasonal Bus Operators:**

- \$100,000 increase in Transit

**Richardson asked if any member of the public would like to address the Board or make a comment regarding Resolution 2021-13: 2021 Supplemental Budget Appropriation.**

No members of the public had any comments.

**Richardson closed Public Comments at 11:19 a.m.**

**Shenk moved to approve Resolution 2021-13: 2021 Supplemental Budget Appropriation, and Poschman seconded the motion.**

**A Roll Call Vote was taken:**

<b>Dan Richardson</b>	<b>Yes</b>
<b>Bill Kane</b>	<b>Yes</b>
<b>Alyssa Shenk</b>	<b>Yes</b>
<b>Art Riddile</b>	<b>Yes</b>
<b>Greg Poschman</b>	<b>Yes</b>
<b>Jeanne McQueeney</b>	<b>Yes</b>
<b>Shelley Kaup</b>	<b>Yes</b>
<b>Ward Hauenstein</b>	<b>Yes</b>

**The motion was unanimously approved.**

**9. Board Governance Process:**

**A. RFTA Board Strategic Planning Retreat – Michael Yang, CFAO**

RFTA has secured the Third Street Center as the location for the 2021 RFTA Board Retreat, and Michael Kinsley will be the facilitator. Kinsley will be calling and meeting with Board members for approximately 30 minutes, and those discussions will include:

- Changes to RFTA, if any, foreseen in the wake of COVID-19.
- Importance of RFTA's efforts to reduce its carbon footprint and/or the community's carbon footprint.
- RFTA's role, if any, in First/Last mile mobility services.
- Inclusivity and Equity issues.

Priority issues and topics for the Board Retreat will include:

- RFTA's role in GHG reductions and climate mitigation.
- RFTA's role in First and Last Mile Mobility.
- Use of the Rio Grande Right-of-Way in Glenwood Springs.

David Johnson requested that Board members watch the videos that Kinsley recommended, prior to the Board Retreat.

**8. Information/Updates:**

**A. CEO Report – Dan Blankenship, CEO**

No information on the CEO Report was discussed.

**9. Issues to be Considered at Next Meeting:** None noted.

**10. Next Meeting:** 8:30 a.m. – 9:00 a.m.; RFTA Board Retreat, 9:10 a.m. – 3:00 p.m., July 8, 2021, Third Street Center, 520 South Third Street, Carbondale, CO 81623, this Retreat will be held in-person and via WebEx Teleconference, for those who are unable to attend in person.

**11. Adjournment:**

**Riddile moved to adjourn from the June 10, 2021 RFTA Board meeting, and Kane seconded the motion. The motion was unanimously approved.**

**The June 10, 2021 RFTA Board Meeting adjourned at 11:33 a.m.**

Respectfully Submitted:

Nicole R. Schoon  
Secretary to the RFTA Board of Directors

**RFTA BOARD OF DIRECTORS MEETING**  
**“CONSENT AGENDA” AGENDA ITEM SUMMARY # 6. A.**

<b>Meeting Date:</b>	July 8, 2021
<b>Agenda Item:</b>	Approval of Agreement between Amalgamated Transit Union, Local 1774 and Roaring Fork Transportation Authority; Effective July 1, 2021 through December 31, 2024
<b>Strategic Outcome:</b>	3.0 Sustainable Workforce
<b>Strategic Objective:</b>	3.1 Prioritize the hiring of local employees 3.2 Provide competitive compensation and benefit packages
<b>Presented By:</b>	Dan Blankenship, CEO
<b>Recommendation:</b>	Please approve the Collective Bargaining Agreement and authorize the Board Chair to execute it.
<b>Core Issues:</b>	<ol style="list-style-type: none"> <li>1. Representatives of ATU Local 1774 and RFTA management have reached tentative agreement on a 3 ½-year Collective Bargaining Agreement (CBA) that will be effective from July 1, 2021 through December 31, 2024, superseding the CBA that was due to expire December 31, 2021.</li> <li>2. The Agreement has been ratified by members of ATU Local 1774 and is now subject to RFTA Board approval.</li> <li>3. As was the case during the previous negotiations, a tremendous willingness to collaborate was demonstrated by the parties and everyone genuinely appeared to approach the negotiations with the best interests of RFTA in mind.</li> <li>4. Members of the ATU Local 1774 negotiating team are to be commended for the professional and positive tone that they maintained throughout the negotiations.</li> <li>5. For details, please see the attached “Overview of July 1, 2021 – December 31, 2024 Collective Bargaining Agreement (CBA) provisions modified and tentatively agreed upon RFTA management and ATU Local 1774 during recent negotiations,” which follows on the next page.</li> </ol>
<b>Policy Implications:</b>	RFTA Board Governing Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
<b>Fiscal Implications:</b>	The estimated financial impact of the CBA renewal over 3 ½ years, specifically as it relates to compensation for Year-Round CDL Bus Operators, is approximately \$1.1 million over the \$1.268 million status quo increase mentioned in the explanation on the following page. Approximately \$515,000 of the \$1.1 million delta over the status quo will be expended in 2021. Compensation for seasonal Bus Operators may also be increased to some extent to accommodate higher hourly wages for the Bus Operators RFTA hires for its peak winter/summer seasons.
<b>Attachments:</b>	<p>Yes, please see the CBA Overview attached below. The following documents can be found in the July 2021 RFTA Board Meeting Portfolio attached to the e-mail transmitting the RFTA Board Agenda packet:</p> <p>For a clean copy of the CBA, please see “Final ATU Local 1774 – RFTA Agreement July 2021 – December 2024.pdf.”</p> <p>For a review of all changes to the Agreement, please see “TA’s Agreement between ATU Local 1774 and RFTA 7-1-21 – 12-31-24.pdf”</p>

## **Overview of July 1, 2021 – December 31, 2024 Collective Bargaining Agreement (CBA) provisions modified and tentatively agreed upon by RFTA and ATU Local 1774 during recent negotiations:**

1. **Overall** – There were few substantive changes to the existing Agreement (which are described below). Most of the focus of the negotiations was on the economic package. If approved by the RFTA Board, the renewed CBA would go into effect on July 1, 2021 and remain effective through December 31, 2024, superseding the current CBA, which was slated to remain effective until December 31, 2021.
2. **Article X – Discipline and Discharge:** The Union agreed to Management’s request to extend the time frame in which Management must provide notice to employees of disciplinary action that is to become a part of their personnel file, from 10 days to 14 days.

Management agreed to the Union’s request to change the exception to a two-year lookback at an employee’s disciplinary record when considering progressive discipline to read as follows: “In determining the appropriate level of discipline to be administered the Employer may only consider the employee’s record from the prior two (2) years; except in cases of substance abuse violations or a continuing and substantiated record of disciplinary action.” Previously, the language read.... “a continuing and substantiated pattern of inappropriate conduct.”

3. **Article XIII – Scheduling: Discipline and Discharge:** Minor language changes were made in this Article to accommodate leaves of absence for personnel who are highest in seniority.

A. ~~Employees with thirty (30) or more years of service~~ Number one (1) to five (5) on the seniority list may choose to work thirty-six (36) or more hours per week and be granted a full leave of absence in the off season upon request.

B. Number six (6) to fifteen (15) on the seniority list may request a full leave of absence in the off season. Such requests are subject to approval by management.

Similarly, minor language changes were made with respect to the activities and expectations of the Scheduling Committee (see following page):



.E. Scheduling Committee:

1. A Scheduling Committee will ~~be established and will meet within 30 days of execution of the Agreement and will~~ continue to meet monthly ~~thereafter~~, unless agreed to otherwise by the Committee.
2. The permanent members of the committee shall be three (3) representatives of the Local Union, appointed by the Union, and three (3) representatives of the Employer, appointed by the Employer. Representatives will be compensated for committee meeting time.
3. The purpose of the Scheduling Committee is to establish a scheduling procedure for operators that ~~allows~~ improves communication between operators and schedulers as well as additional scheduling improvements. ~~It is the goal of the committee, upon agreement, to provide initial process improvements for the 2018-2019 winter bid.~~
4. When the Scheduling Committee agrees on scheduling improvements, these processes will be documented and implemented during the next viable scheduling period or as soon as possible.

4. **Article XV – Days Off:** Minor clarifications were made regarding Winter Vacations, as follows:

Winter Vacation:

Based upon availability of winter bus operators, RFTA will provide for Year-Round CDL Bus Operators, starting on the Monday of Thanksgiving Day week-2019, and through the life of the contract, a minimum of two winter vacation slots, with the following restrictions.

**Sick Leave policy changes** required by the Healthy Families and Workplaces Act (HFWA), passed by the Colorado Legislature in 2020 and effective January 1, 2021, resulted in the need to make substantive changes to the Collective Bargaining Agreement sick leave policies. While the provisions of HFWA apply to all RFTA employees, RFTA was advised by Employers Council to include specific HFWA language in the Collective Bargaining Agreement. Although RFTA’s sick leave benefit for year-round employees is more generous than the mandatory 48 hours of sick leave required by HFWA, use of HFWA sick leave is less restrictive than RFTA’s existing policies. The changes indicated below are intended to make RFTA’s sick leave policies for use of HFWA sick leave conform to the law, while preserving RFTA’s ability to administer its sick leave policies for non-HFWA sick leave as it has in the past (see following page).

## **Sick Leave:**

Sick leave may be used when an employee is incapacitated by illness or injury, or for medical, dental, mental health, or optical examinations or treatment. While the *Healthy Families and Workplaces Act ("HFWA")* remains in effect, sick leave may also be taken for any of the reasons listed at section 8-13.3-404 of *HFWA*.

Employees are strongly urged to schedule such medical exams and appointments for times when they are not scheduled for work. When appointments must be scheduled during working hours, time off will be granted for the day of the appointment.

Sick leave may also be used when a member of the employee's immediate family is ill or injured requiring the employee's care or service. Immediate family is defined as spouse, parents, brother, sister, grandparents, children, grandchildren, stepchildren, stepparents, step-grandparents, mothers-in-law, fathers-in-law, brothers-in-law, sisters-in-law, sons-in-law, and daughters-in-law, or any relative living in the employee's immediate household, or any other qualifying family member under *HFWA*, while it remains in effect.

In the event of a prolonged illness, the Family Medical Leave Act (FMLA) takes precedence. Use of sick leave and FMLA will run concurrently and not consecutively, unless otherwise agreed to by the Chief Executive Officer.

Use of sick leave, ~~when the employee is ill or injured,~~ for ~~three-four~~ or more consecutively scheduled work days requires a ~~doctor's health care provider's~~ written authorization or other reasonable documentation as determined by the employer, as soon as the employee can provide it after returning to work prior to returning to work. RFTA also reserves the right to require an employee who has an established pattern of excessive sick time usage, to undergo a physical examination at the employer's physician and at the employer's expense.

Sick leave and public health emergency leave must be used, at minimum, in hourly increments.

While *HFWA* remains in effect, the first forty-eight (48) work hours of paid sick leave used each calendar year and any public health emergency leave used under *HFWA* will not be treated as a Chargeable Absence.

~~Eight (8) Five (5)~~ Chargeable Absences may subject the Employee to ~~Disciplinary Action, up to and including~~ termination of employment. In the event *HFWA* is no longer in effect, the parties agree that eight (8) Chargeable Absences may subject the Employee to termination of employment.

A no call/no show for three (3) consecutively scheduled workdays may subject the Employee to termination of employment.

Year-round CDL Bus Operators ~~employees~~ accrue sick leave in the following manner:

4.6% of total hours worked, ~~up to 40 hours per week, or approximately to a maximum of~~ twelve (12) days per year ~~for employees who work forty (40) hours per week.~~

## **SICK LEAVE PAYOUT:**

The following formula will be used to determine sick leave payout upon termination:

Accrued hours up to a maximum of 480 hours minus 80, divided by 3.

## PUBLIC HEALTH EMERGENCY LEAVE

While *HFWA* remains in effect, in the event of a declared public health emergency, as defined in *HFWA*, the Employer will follow *HFWA* as it relates to public health emergency leave.

### 5. Article XVII – Wage Scale:

1. Prior to entering into negotiations with the Union, RFTA’s CFAO developed a baseline, or status quo cost estimate, assuming that the current wage scale for Year-Round CDL Bus Operators, with 2% annual increases in the scale each year, would be continued for three additional years (January 2022 – December 2024). The baseline or status quo cost estimate was \$1.268 million.
2. Pending RFTA Board approval, the RFTA negotiating team and the Union have tentatively agreed upon a wage scale increase that would cost approximately \$1.1 million more than the CFAO’s status quo estimate over the 3 ½ - year life of the agreement. The proposed wage scale includes the reduction of one step in the wage scale, from 11 to 10. It also increases the annual bonus for Bus Operators capped at the top of the wage scale for more than 12 months from \$500 to \$1,000. If approved by the RFTA Board, Year-Round CDL Bus Operators would be slotted into the revised wage scale during the first full pay period in July 2021, which begins on July 4, 2021.
3. The Agreement on the wage scale accomplishes a number of RFTA goals, as follows:
  - a. The increase in wages in July 2021 should greatly enhance RFTA’s Bus Operator recruitment and retention efforts this summer and heading in to the 2021-2022 winter season.
  - b. The increase in wages is spread over 3 ½ years instead of 3 years.
  - c. The increase should improve Bus Operator morale at a time when a boost is needed.
  - d. Changing the timing of wage increases from January 1 each year to the Bus Operator’s anniversary date of promotion to a year-round position should lay to rest a long-standing source of contention among Bus Operators regarding the methodology used to slot them into the appropriate step in the wage scale.

The current methodology takes into consideration the number of full years of service that Bus Operators have completed as of January 1 each year in order to slot them into the appropriate step in the wage progression. However, many Bus Operators who were promoted to year round after the winter season in a given year have as much as 8 additional months of service on January 1 each year that they feel they are not receiving credit for in terms of where they are slotted in the wage scale. In some cases, this has caused newly promoted Year-Round CLD Bus Operators to wait up to 20 months to move from the “Promoted to Year-Round” step, to Step 1 in the wage progression.

The new proposed methodology should be perceived by Bus Operators to more accurately credit them for their full length of service as year-round employee, than the current methodology does. In the new proposed wage scale, Bus Operators will be slotted into the step that reflects which 12-month period of service they are in as of their anniversary date of promotion to Year-Round CDL Bus Operator.

This will require an initial adjustment on July 1, 2021 to slot all Year-Round CDL Bus Operators into their appropriate steps in the wage scale, but from that time forward they will move up the

wage scale from step-to-step and receive their annual wage increases on their anniversary dates of promotion to Year-Round CDL Bus Operator.

**The Updated Wage Scale Article is as follows.**

ARTICLE XVII – WAGE SCALE  
YEAR-ROUND CDL BUS OPERATORS

- A. Pursuant to CRS 29-1-110, wages are subject to annual appropriations by the RFTA Board of Directors.
- B. Effective at the start of the first payroll period beginning on or after July 1, 2021, the wage rate applicable to each current bargaining unit employee will be determined based on the employee’s Length of Service as a Year-Round CDL Bus Operator using number of months the employee has worked as a Year-Round CDL Bus Operator as of July 1, 2021, according to the hourly pay schedule set forth in paragraph E below.
- C. Subsequent to July 1, 2021, current bargaining unit employees will advance through the pay steps on their anniversary date of promotion to Year-Round CDL Bus Operator, up to the Maximum. Increases will be effective annually, at the start of the payroll period that includes the employee’s anniversary date.
- D. An employee newly entering the Year-Round CDL Bus Operator classification after July 1, 2021, will be paid at the Step 1 rate in the pay schedule, and will advance through the steps annually, on their anniversary date. Increases will be effective annually, at the start of the payroll period that includes the employee’s anniversary date.
- E. Hourly Pay Schedule for Year-Round CDL Bus Operator

Step	Length of Service as Year-Round CDL Bus Operator	Hourly Wage Rate			
		July 1, 2021 (a)	2022 (b)	2023 (b)	2024 (b)
1	1st 12 Months	\$ 23.51	\$ 23.98	\$ 24.46	\$ 24.95
2	2nd 12 Months	\$ 24.25	\$ 24.74	\$ 25.23	\$ 25.73
3	3rd 12 Months	\$ 25.01	\$ 25.51	\$ 26.03	\$ 26.55
4	4th 12 Months	\$ 25.80	\$ 26.32	\$ 26.84	\$ 27.38
5	5th 12 Months	\$ 26.62	\$ 27.15	\$ 27.69	\$ 28.24
6	6th 12 Months	\$ 27.45	\$ 28.00	\$ 28.56	\$ 29.13
7	7th 12 Months	\$ 28.32	\$ 28.88	\$ 29.46	\$ 30.05
8	8th 12 Months	\$ 29.21	\$ 29.79	\$ 30.39	\$ 31.00
9	9th 12 Months	\$ 30.13	\$ 30.73	\$ 31.35	\$ 31.97
Maximum	After 108 Months	\$ 31.06	\$ 31.68	\$ 32.31	\$ 32.96

(a) Effective at the start of the first payroll period beginning on or after July 1, 2021, all current employees will be placed in the wage schedule based on their length of service as a Year-Round CDL Bus Operator on July 1 2021. An employee whose anniversary of employment falls between July 1, 2021 and December 31, 2021, will advance to the next Step in the progression effective at the start of the payroll period that includes the anniversary date.

(b) Beginning in 2022, an employee will receive only one wage increase annually, which shall be effective at the start of the payroll period that includes the anniversary date. Example: an employee who became a Year-Round CDL Operator on August 1 2019, would receive a wage rate of \$24.25 effective at the start of the first payroll period beginning on or after July 1, 2021; effective on the payroll period that includes August 1 2021, they would advance to \$25.01; effective on the payroll period that includes August 1, 2022, they would advance to \$26.32; effective on the payroll period that includes August 1, 2023, they would advance to \$27.69, and; effective on the payroll period that includes August 1, 2024, they would advance to \$29.13.

- F. A Year-Round CDL Bus Operator will receive a \$1,000 gross bonus on the payroll period that includes the employee's anniversary date after having completed 12 months at the maximum step. This bonus will not be paid when the Wage Scale takes effect on July 1, 2021 but, instead, will be paid after July 1, 2021 during the pay period in which the employee's anniversary date falls each year covered by this agreement.
- G. It is expressly understood that in the event of any future RFTA-wide wage freezes, at RFTA Board direction, all Year-Round CDL Bus Operators covered by this agreement shall remain in the year of service level and pay rate as listed above and bonuses for capped Year-Round CDL Bus Operators will also be frozen. When the wage freeze is lifted, Year-Round CDL Bus Operators shall move through the progression to the next consecutive step on their anniversary dates and shall not move through the progression by more than one step annually.
- H. If a Year-Round CDL Bus Operator has experienced a break in service and returns to work as a Year-Round CDL Bus Operator at some future date, their prior Length of Service will be considered with respect to which step in the Year-Round CDL Bus Operator Wage Scale they will be placed. If the break in service was for two (2) years or less, the Year-Round CDL Bus Operator will be placed in the Hourly Pay Schedule in paragraph E, above in the step that corresponds most closely to their total continuous Length of Service prior to their break in service. If the break in service is for more than two (2) years, they will start at Step 1 of the CDL Operator Wage Scale.
- I. RFTA at times may pay bonuses including but not limited to shift differentials during peak season weekends, accident free driving, attendance, or additional pay for driver trainers.

**RFTA BOARD OF DIRECTORS MEETING  
“CONSENT” AGENDA SUMMARY ITEM # 6. B.**

<b>Meeting Date:</b>	July 8, 2021
<b>Agenda Item:</b>	RFTA 2020 Audited Financial Report
<b>Strategic Outcome:</b>	Financial Sustainability
<b>Strategic Objective:</b>	<b>2.3: Financial Condition and 2.4: Asset Protection</b>
<b>Presented By:</b>	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance Paul Backes, McMahan & Associates, LLC (auditor)
<b>Recommendation:</b>	<b>Accept RFTA 2020 Audited Financial Report</b>
<b>Core Issues:</b>	<ol style="list-style-type: none"> <li>1. The annual financial statement audit is required by third parties, which includes the Federal Transit Administration, Colorado Department of Transportation, Municipal Securities Rulemaking Board, and Standard &amp; Poor’s.</li> <li>2. McMahan &amp; Associates LLC conducted the audit and is responsible for expressing an opinion on: <ol style="list-style-type: none"> <li>a. RFTA’s financial statements and the budget and actual individual fund statements for the year ended December 31, 2020; and</li> <li>b. RFTA’s compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement applicable to each of its major federal programs for the year ended December 31, 2020.</li> </ol> </li> <li>3. An unqualified or “clean” opinion was received from the auditors that RFTA’s 2020 financial statements conform to U.S. generally accepted accounting principles and that RFTA is in compliance with the requirements for each of its major federal programs.</li> <li>4. No deficiencies were reported; no prior year findings were identified; however, current year findings and questioned costs were identified related to Federal Awards, specifically the CARES Act funds. Staff has reported the findings to CDOT and worked with CDOT to remedy the error by resubmitting the corrected reports on May 27, 2021.</li> <li>5. On June 17, 2021, the RFTA Board Audit Subcommittee (RFTA Board members: Alyssa Schenk, Town of Snowmass Village, and Ward Hauenstein, City of Aspen; Independent Financial Expert: Jill Klosterman, Eagle County Chief Financial Officer) had a meeting with our auditor which included an in-depth review and discussion of the 2020 audit. RFTA staff was available for a portion of the meeting to answer questions from the subcommittee. The subcommittee concurred that the 2020 audited financials be recommended for acceptance by the RFTA Board of Directors.</li> <li>6. Based on the unqualified or “clean” opinion from the auditors and with the RFTA Board Audit Subcommittee approval as evidenced by the attached meeting minutes prepared by the subcommittee, staff</li> </ol>

	recommends that the RFTA Board accept the 2020 Audited Financial Report.
<b>Policy Implications:</b>	Board Asset Protection Policy 2.4.8 states, “The CEO may not compromise the independence of the Board’s audit or other external monitoring or advice.”
<b>Fiscal Implications:</b>	Failure to comply with annual financial statement audit requirements by third parties can negatively affect existing agreements and future grant awards resulting in unfavorable financial conditions.
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. RFTA Board Audit Subcommittee Meeting Minutes, attached below.</li> <li>2. <a href="#">“RFTA 2020 Audited Financial Report (FINAL).pdf”</a> and <a href="#">“RFTA 2020 Auditor Letter to the Board (FINAL).pdf,”</a> included in the July 2021 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the Board Agenda packet.</li> </ol>

**RFTA Board Audit Subcommittee Meeting Minutes  
June 17, 2021**

Webex Virtual Meeting Started at 10:00am

Attendees:

Audit subcommittee members:

1. Ward Hauenstein (City of Aspen)
2. Alyssa Schenk (Town of Snowmass Village)
3. Jill Klosterman (independent financial expert and Chief Financial Officer for Eagle County)

External auditors:

4. Paul Backes, CPA (Partner at McMahan & Associates)

RFTA staff:

5. Dan Blankenship (RFTA CEO)
6. Michael Yang, CPA (RFTA CFAO)
7. Paul Hamilton, CPA (RFTA Finance Director)
8. David Carle (RFTA Accounting Manager)

Absent:

1. Ann Driggers (independent financial expert and Finance Director for Pitkin County)
2. Kurt Ravenschlag (RFTA COO)

The meeting began with group introductions. Michael Yang provided a background of the audit subcommittee, which was created in 2011, whose purpose is to provide an opportunity for more in-depth discussion of RFTA's financial audit with staff and the auditors in advance of the full RFTA Board's acceptance of the annual financial report at the July Board meeting.

Paul Backes explained their audit planning and overview:

- 1) Planning
  - a. Includes review of internal controls
- 2) Fieldwork
  - a. Includes review of cash, bank reconciliations, accounts receivable, assets (including capital assets), accounts payable, debt, and fund balance
- 3) Software:
  - a. Scanned in over 400 work papers from RFTA
- 4) Reporting
  - a. Includes review of Financial Statements, which are reported based on Generally Accepting Accounting Principles (GAAP)
  - b. Goal is to produce Financial Statements that are materially correct and can be relied on by users, such as bondholders, bankers, investors, rating agencies, Management, Board of Directors, Grant Agencies, insurers and others

Paul Backes started with RFTA's Financial Statements, which have an unqualified opinion (clean opinion). He discussed the various components of the Financial Statements, including the Management Discussion and Analysis (MD&A), the Balance Sheet/Statement of Net Position, and the Statement of Revenues, Expenditures



and Changes in Fund Balance. The MD&A section is unaudited and a summary from management describing highlights during the year.

Dan Blankenship and Paul Backes discussed the Deferred Outflows and Inflows of Resources on the Statement of Net Position. Paul noted that these are balance sheet items applicable to future periods.

Ward Hauenstein inquired about the details and purposes of each fund. Michael Yang discussed that the annual budget document describes each fund and includes the line item budget and the footnotes to the Financial Statements also describes each fund. RFTA's management reviews and monitors monthly line item actual/budget reports.

Paul Backes discussed the modified accrual method of accounting (cash basis/fund level) and the full accrual method of accounting (government wide). He noted that the full accrual method is a long term view and the modified accrual method of accounting is a short term view. He noted that the fund balance as of the end of 2020 is approximately \$53 million. He noted that adding to fund balance is a good thing and is similar to adding to the checking account. There was also a discussion regarding the different categories that make up fund balance (non-spendable, restricted, committed, and unassigned).

Michael Yang explained both the Capital Projects Fund (CPF) and the Debt Service Fund (DSF). In 2020, the CPF is required by bond documents to record the bond proceeds from the 2019 Bond Issuance and the usage of those proceeds on identified projects within three years from issuance. The Debt Service Fund (DSF) is required by bond documents from outstanding bond issuances to record the transfer of dedicated revenues from the General Fund to pay debt service on outstanding bonds. In 2021, the CPF will reflect the bond proceeds from the new Property Tax Revenue Bonds, Series 2021A, which will increase the fund balance to be spent on identified projects.

Paul Backes indicated that RFTA's financial statements reflect additions to fund balance, for both the short and long term views. This is a good thing and shows the financial health of RFTA, where activities in the short term view are not detrimental to RFTA's long term view. In 2020, RFTA's increase in fund balance was approximately \$11.6 million in the short term view and \$14.7 million for the long term view. Paul noted that fund balance should be going in the same direction for both the short term and long term views. Also noted was RFTA's net worth of \$111.4 million.

Michael Yang discussed the budget/actual highlights and the overall impact of the CARES Act funds received during the COVID-19 pandemic. The CARES Act funds provided additional resources for RFTA to maintain workforce readiness without any layoffs or furloughs and support its COVID-19 emergency response plan while backfilling any shortfalls in revenues, such as fare revenue and service contract revenues. The CARES Act funds helped free up local revenues and add to fund balance. He noted that sales and use tax revenues exceeded the initial projections overall (via Webex Chat, Jill Klosterman shared the same experience in Eagle County) and that fare revenues also exceeded the amended projections. In RFTA's 2021 budget, CRRSAA grant funds are included which will help provide additional resources during the pandemic for additional costs and any shortfalls in revenue. RFTA assumed that the 50% seating capacity restrictions on buses would continue through the fall of 2021; however RFTA has recently reduced the restrictions to 100% of seating capacity on buses which will help with fare revenues this year.

Paul Backes noted that his governmental clients experienced increases in sales tax revenues during 2020 with the exception for those municipalities that had chairlifts who experience higher levels of tourism. It is believed that the Wayfair court case and HB19-1240 had a positive impact on sales tax revenues during 2020.

Paul Backes explained the footnotes to the Financial Statements and the Schedule of Federal Awards (SEFA). Michael Yang added that the CARES Act funding included approximately \$2 million allocated to the City of Aspen related to their service contract because the City is currently not a Section 5311 program participant.

Alyssa Schenk and Michael Yang discussed the grant process and how grants expire/carried forward. Also discussed was the fuel expenditures and savings and how fuel recorded in the General Fund relates to RFTA's regional services and fuel recorded in the Service Contract Special Revenue Fund relates to those charged out to contracted services.


Paul Backes discussed McMahan and Associates' governing board letter. He said that the RFTA staff was helpful during the course of the audit with no disagreements with management – any documents needed by his team were provided by the RFTA Finance team quickly and the Finance Team was dialed in. There were not any corrected or uncorrected misstatements from the audit, which means the financial information going to the board is accurate. In the Single Audit of federal awards, there was one finding related to the CARES Act funding where RFTA staff has resubmitted corrected documentation to CDOT. Paul mentioned that with the quick rollout of the CARES Act during the pandemic, many of their clients that received CARES Act funds had a finding. Paul also indicated a new accounting standard on leases which will need to be implemented in 2021.

At approximately 11:30am, RFTA staff left the Webex meeting to allow the audit subcommittee members to talk with the auditors.

Meeting adjourned approximately 11:40am.

**RFTA BOARD OF DIRECTORS**  
**“CONSENT” AGENDA SUMMARY ITEM # 6. C.**

<b>Meeting Date:</b>	July 8, 2021
<b>Agenda Item:</b>	Resolution 2021-14: Authorization to Submit Applications for Fiscal Year 2022 FTA & CDOT Super Call for Operating, Planning and Vehicle and Facility Capital Grant Projects
<b>Strategic Outcomes:</b>	<ul style="list-style-type: none"> <li>1 SAFE CUSTOMERS, WORKFORCE &amp; GENERAL PUBLIC</li> <li>4 FINANCIAL SUSTAINABILITY</li> <li>5 SATISFIED CUSTOMERS</li> <li>6 ENVIRONMENTAL SUSTAINABILITY</li> <li>7 HIGH PERFORMING ORGANIZATION</li> </ul>
<b>Strategic Objectives:</b>	<ul style="list-style-type: none"> <li>1.1 Customers are safe at RFTA facilities and riding RFTA services</li> <li>4.2 Develop a capital planning prioritization process</li> <li>4.4 Pursue financing opportunities to deliver better service and complete future capital projects</li> <li>4.7 Monitor, evaluate and present new revenue sources</li> <li>5.4 Provide easy, modern and reliable services</li> <li>5.7 Provide clean and well maintained facilities, trails and equipment</li> <li>6.1 Trail and transit users enjoy environmentally friendly equipment and facilities</li> <li>6.3 Maximize energy efficiencies within RFTA organization with cost-effective solutions</li> <li>7.1 Optimize the use of RFTA assets through capital improvement planning, preventative maintenance and asset management</li> <li>7.2 Innovative technology will be leveraged to improve service and efficiency in all outcome areas</li> </ul>
<b>Presented By:</b>	Jason White, Assistant Planner
<b>Staff Recommends</b>	<p>Authorize Staff to submit CDOT/FTA grant applications for Regional Operating Funding, up to \$1,300,000, with a local match commitment up to \$1,300,000; Regional Planning Funding, up to \$75,000, with a \$75,000 local match; Vehicle Capital Grant Funding, up to \$5,000,000, with a local match commitment of \$5,000,000; and Facility Capital Grant Funding, up to \$5,000,000 with a local match commitment of \$5,000,000</p> <p>Authorize the CEO to commit up to a combined total of <b>\$11,375,000, in local match over the next few months</b>, contingent upon awards from these various Federal and State grant programs.</p>
<b>Executive Summary</b>	With efficiency in mind, Staff is requesting approval of this resolution to broadly approve estimated, combined local grant match of up to \$11,375,000 for the FY22 CDOT Super Call; versus presenting two additional resolutions on consent agendas later in 2021. The first application due date is 7/16/21 and the last due date is 9/3/21. Please see more information in the Background/Discussion section.

<p><b>Background/Discussion</b></p>	<p>The Colorado Department of Transportation (CDOT) Division of Transit and Rail (DTR) is issuing a <b>Fiscal Year 2022 Super Call Notice of Funding Availability (NOFA)</b>, and calling for various transit projects that would be initiated in 2022 and completed within approximately one to two years, for the following eight Federal Transit Administration (FTA) and State transit funds:</p> <ul style="list-style-type: none"> <li>• FTA-5304 Statewide and Nonmetropolitan Transportation Planning and Research Program (49 U.S.C. 5304)</li> <li>• FTA-5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C 5310)</li> <li>• Coronavirus Response and Relief Supplemental Appropriation Act (CRRSAA) and American Rescue Plan Act (ARP) 5310 programs</li> <li>• FTA-5311 Rural Area Formula Program (49 U.S.C. 5311)</li> <li>• FTA-5339 Bus and Bus Facilities Program (49 U.S.C .5339)</li> <li>• State FASTER Transit funds</li> <li>• Settlement Program funds</li> <li>• State Senate Bill 228</li> <li>• State Zero-Emission Vehicle (ZEV) Transition Planning funds</li> </ul> <p>On an annual basis, transit agencies are required to utilize their asset management and capital replacement plans to apply for capital funding for repair/replacement of aging fleets and facilities. The grantors choose worthy projects and decide total grant awards, as well as the source of either Federal or State grant funding.</p> <p>In previous years, Staff recommended individual applications to these grant programs, as funding program guidance was provided. In contrast, CDOT is now utilizing the Super Call process to announce various funding opportunities simultaneously, with staggered application due dates. Please see this year’s staggered funding deadlines in the chart below:</p> <div data-bbox="500 1163 1201 1270" style="text-align: center;">  <p><b>COLORADO</b> Department of Transportation Division of Transit &amp; Rail</p> </div> <p style="text-align: center;"><b>Table 1: Application Deadlines for 2022 Super Call</b></p> <table border="1" data-bbox="493 1312 1310 1610"> <thead> <tr> <th>Application Types</th> <th>Application Start Date</th> <th>Application Due Date</th> </tr> </thead> <tbody> <tr> <td>A/O/MM Applications (FTA-5310 and 5311)</td> <td>6/1/2021</td> <td>7/16/2021</td> </tr> <tr> <td>Planning Applications (FTA-5304 and ZEV Transition Planning)</td> <td>6/1/2021</td> <td>7/30/2021</td> </tr> <tr> <td>Capital Applications (FTA-5310, 5311, 5339, FASTER, SB228, and Settlement)</td> <td>6/1/2021</td> <td>9/3/2021</td> </tr> </tbody> </table>	Application Types	Application Start Date	Application Due Date	A/O/MM Applications (FTA-5310 and 5311)	6/1/2021	7/16/2021	Planning Applications (FTA-5304 and ZEV Transition Planning)	6/1/2021	7/30/2021	Capital Applications (FTA-5310, 5311, 5339, FASTER, SB228, and Settlement)	6/1/2021	9/3/2021
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Capital Applications (FTA-5310, 5311, 5339, FASTER, SB228, and Settlement)	6/1/2021	9/3/2021											

<p><b>Fiscal Implications:</b></p>	<p>Staff intends to submit grant applications for Regional Operating Funding, up to \$1,300,000, with a local match commitment up to \$1,300,000; Regional Planning Funding, up to \$75,000, with a \$75,000 local match; Vehicle Capital Grant Funding, up to \$5,000,000, with a local match commitment of \$5,000,000; and Facility Capital Grant Funding, up to \$5,000,000 with a local match commitment of \$5,000,000.</p>
<p><b>Attachments:</b></p>	<p>Yes, please see Resolution 2021-14, attached below.</p> <p>Please also see "<a href="#">2022 Super Call NOFA FINAL.pdf</a>," included in the July 2021 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the Board Agenda packet.</p>

Director \_\_\_\_\_ moved to adopt the following Resolution:

**BOARD OF DIRECTORS  
ROARING FORK TRANSPORTATION AUTHORITY  
RESOLUTION NO. 2021-14**

**AUTHORIZATION TO SUBMIT APPLICATIONS FOR FISCAL YEAR 2022 FTA & CDOT SUPER CALL FOR  
OPERATING, PLANNING AND VEHICLE AND FACILITY CAPITAL GRANT PROJECTS**

**WHEREAS**, Pitkin County, Eagle County, the City of Glenwood Springs, the City of Aspen, the Town of Carbondale, the Town of Basalt, and the Town of Snowmass Village (the “Cooperating Governments”) on September 12, 2000, entered into an Intergovernmental Agreement to form a Rural Transportation Authority, known as the Roaring Fork Transportation Authority (“RFTA” or “Authority”), pursuant to Title 43 Article 4, Part 6, Colorado Revised Statutes; and

**WHEREAS**, on November 7, 2000, the electors within the boundaries of the Cooperating Governments approved the formation of a Rural Transportation Authority; and

**WHEREAS**, the Town of New Castle elected to join the Authority on November 2, 2004; and

**WHEREAS**, the Roaring Fork Transportation Authority (RFTA) is a political subdivision of the State of Colorado, and therefore an eligible applicant for grants from Federal, State and local sources; and

**WHEREAS**, RFTA will submit grant applications for Regional Operating Funding, up to \$1,300,000, with a local match commitment up to \$1,300,000; Regional Planning Funding, up to \$75,000, with a \$75,000 local match; Vehicle Capital Grant Funding, up to \$5,000,000, with a local match commitment of \$5,000,000; and Facility Capital Grant Funding, up to \$5,000,000 with a local match commitment of \$5,000,000; and

**WHEREAS**, RFTA will commit up to a **combined total of \$11,375,000 as local match**, contingent upon awards from these various grant programs.

**NOW, THEREFORE, BE IT RESOLVED BY THE RFTA BOARD OF DIRECTORS THAT:**

1. The above recitals are hereby incorporated as findings by the RFTA Board of Directors.
2. The RFTA Board of Directors strongly supports the Grant Applications to be submitted by RFTA and it will appropriate matching funds, if awarded.
3. If the grant is awarded, the RFTA Board of Directors strongly supports the completion of the project.
4. The Board of Directors of RFTA authorizes the expenditure of funds necessary to meet the terms and obligations of any grant awarded pursuant to any Grant Agreements.
5. Any vehicles will be owned by RFTA and will be maintained and operated by RFTA for a minimum of 12 years; and any facilities will also be owned by RFTA and will be maintained and operated by RFTA for a minimum of 25 years. The RFTA Board of Directors will continue to maintain all capital assets in a State of Good Repair and will appropriate funds on an annual basis for routine maintenance.
6. If grants are awarded, the RFTA Board of Directors hereby authorizes the CEO to execute grant agreements with either FTA or CDOT.

**INTRODUCED, READ AND PASSED** by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 8<sup>th</sup> day of July, 2021.

**ROARING FORK TRANSPORTATION AUTHORITY  
By and through its BOARD OF DIRECTORS:**

By: \_\_\_\_\_  
Dan Richardson, Chair

I, the Secretary of the Board of Directors (the "Board") of the Roaring Fork Transportation Authority (the "Authority") do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on July 8, 2021; (b) the meeting was open to the public; (c) the Authority provided at least 48 hours' written notice of such meeting to each Director and Alternate Director of the Authority and to the Governing Body of each Member of the Authority; (d) the Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of at least two-thirds of the Directors then in office who were eligible to vote thereon voting; and (e) the meeting was noticed, and all proceedings relating to the adoption of the Resolution were conducted, in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, as amended, all applicable bylaws, rules, regulations and resolutions of the Authority, the normal procedures of the Authority relating to such matters, all applicable constitutional provisions and statutes of the State of Colorado and all other applicable laws.

WITNESS my hand this 8<sup>th</sup> day of July, 2021.

\_\_\_\_\_  
Nicole R. Schoon, Secretary to the Board

**RFTA BOARD OF DIRECTORS MEETING**  
**“PUBLIC HEARING” AGENDA SUMMARY ITEM # 7. A.**

<b>Meeting Date:</b>	July 8, 2021
<b>Agenda Item:</b>	Resolution 2021-15: 2021 Supplemental Budget Appropriation
<b>Strategic Outcome:</b>	Financial Sustainability
<b>Strategic Objective:</b>	4.1 Ensure accurate budget and accounting
<b>Presented By:</b>	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
<b>Recommendation:</b>	<b>Adopt Supplemental Budget Appropriation Resolution 2021-15</b>
<b>Executive Summary:</b>	<p>As part of on-going review, staff has identified the items described below requiring budget adjustments based on current projections and additional appropriations.</p> <p><b><u>General Fund:</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Bus Operator Compensation Adjustment</b> - As part of Item 6. A. on today’s Consent Agenda, the agreement between Amalgamated Transit Union, Local 1774 and Roaring Fork Transportation Authority, Effective July 1, 2021 through December 31, 2024, contains wage and benefit modifications for the portion of the contract between July 1, 2021 and December 31, 2021. Staff is requesting additional budget in the amount of \$515,000 for the wages and benefits adjustments included in the updated contract. <ol style="list-style-type: none"> <li>a. \$515,000 increase in Transit</li> </ol> </li> <li>2. <b>Bus Replacement Project-</b> The original 2021 adopted budget included \$5.58M of capital outlay for nine (9) bus replacements (\$620,000 per bus) to be ordered in 2021, with delivery in 2022, and assumed to be financed through a lease/purchase agreement while staff pursued grant funding. Since then, Staff was recently notified that five (5) of these buses were awarded grant funding through FTA 5311 and FTA Rural 5339 grant programs for a total of \$2.48M which represents 80% of the cost and requires RFTA to provide \$620,000 for its 20% local match. Staff is requesting the following budget adjustments to decrease the original lease purchase proceeds for the five (5) buses and reflect the grant revenues associated with the buses with a net outflow of \$620,000: <ol style="list-style-type: none"> <li>a. \$3,100,000 decrease in Other Financing Sources</li> <li>b. \$2,480,000 increase in Grant Revenues</li> </ol> </li> <li>3. <b>Mobile Ticketing Project</b> - The amended 2021 budget includes capital outlay of \$110,000 for the implementation of a mobile ticketing platform. Based on the RFP process, staff received and carefully reviewed several proposals and has indicated an intent to award and is working on the contract. The mobile ticketing application will allow customers to purchase, use, and manage mobile bus tickets via an online application. This platform allows for the sales of single tickets and period passes, whether purchased in bulk or individually, and can provide RFTA with real-time data and analytics. This mobile ticketing application will be added to the current methods of pass sales, including but not limited to Rubey Park, Ticket</li> </ol>



	<p>Vending Machines, Outlets, etc. Based on current information, staff requests to true-up the project budget by \$384,000 for a total of \$494,000 to account for the front-door physical validators to be installed on the bus fleet. The anticipated operating costs in 2021 is \$36,000 based on an estimated implementation date of October 2021.</p> <p><b>a.</b> \$36,000 increase in Operating Costs  <b>b.</b> \$384,000 increase in Capital Outlay</p>				
<b>Policy Implications:</b>	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”				
<b>Fiscal Implications:</b>	<p>Net increase (decrease) to 2021 fund balance by fund:</p> <table border="1" data-bbox="594 625 1344 688"> <tr> <td data-bbox="594 625 1138 657">General Fund</td> <td data-bbox="1138 625 1344 657">(\$1,555,000)</td> </tr> <tr> <td data-bbox="594 657 1138 688"><b>Total</b></td> <td data-bbox="1138 657 1344 688"><b>(\$1,555,000)</b></td> </tr> </table>	General Fund	(\$1,555,000)	<b>Total</b>	<b>(\$1,555,000)</b>
General Fund	(\$1,555,000)				
<b>Total</b>	<b>(\$1,555,000)</b>				
<b>Attachments:</b>	Yes, please see Resolution 2021-15, attached below.				

Director \_\_\_\_\_ moved adoption of the following Resolution:

**BOARD OF DIRECTORS  
ROARING FORK TRANSPORTATION AUTHORITY  
RESOLUTION NO. 2021-15**

**2021 SUPPLEMENTAL BUDGET RESOLUTION**

**WHEREAS**, Pitkin County, Eagle County, the City of Glenwood Springs, the City of Aspen, the Town of Carbondale, the Town of Basalt, and the Town of Snowmass Village (the “Cooperating Governments”) on September 12, 2000, entered into an Intergovernmental Agreement to form a Rural Transportation Authority, known as the Roaring Fork Transportation Authority (“RFTA” or “Authority”), pursuant to title 43, article 4, part 6, Colorado Revised Statutes; and

**WHEREAS**, on November 7, 2000, the electors within the boundaries of the Cooperating Governments approved the formation of a Rural Transportation Authority; and

**WHEREAS**, the Town of New Castle elected to join the Authority on November 2, 2004; and

**WHEREAS**, certain revenues will become available and additional expenditures have become necessary that were not anticipated during the preparation of the 2021 budget; and

**WHEREAS**, upon due and proper notice, published in accordance with the state budget law, said supplemental budget was open for inspection by the public at a designated place, a public hearing was held on July 8, 2021 and interested taxpayers were given an opportunity to file or register any objections to said supplemental budget.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Roaring Fork Transportation Authority that the following adjustments will be made to the 2021 budget as summarized herein:

## General Fund

### Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Other financing sources	(\$3,100,000)	5 Transit Buses – Reduction of Lease Purchase proceeds
Grants	1,984,000	4 Transit Buses – FTA Rural 5339 Capital Grant
Grants	496,000	1 Transit Bus – FTA 5311 Capital Grant
<b>Total Revenue &amp; OFS</b>	<b>(\$620,000)</b>	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$25,606,000	-	\$25,606,000
Property tax	10,945,000	-	10,945,000
Grants	60,136,872	\$2,480,000	62,616,872
Fares	2,426,756	-	2,426,756
Other govt contributions	2,370,922	-	2,370,922
Other income	808,130	-	808,130
Other financing sources	9,921,647	(\$3,100,000)	6,821,647
<b>Total</b>	<b>\$112,215,327</b>	<b>(\$620,000)</b>	<b>\$111,595,327</b>

### Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Transit	\$515,000	Adjustment for Compensation & Benefits related to Collective Bargaining Agreement effective July 1, 2021 to December 31, 2021.
Transit	36,000	Mobile Ticketing Application - Operating Costs
Capital	384,000	Mobile Ticketing Application - One-time Capital Costs
<b>Total Expenditures &amp; OFU</b>	<b>\$935,000</b>	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$1,564,137	\$ -	\$1,564,137
Transit	31,177,362	551,000	31,728,362
Trails & Corridor Mgmt	670,770	-	670,770
Capital	57,333,594	384,000	57,717,594
Debt service	2,773,200	-	2,773,200
Other financing uses	3,875,165	-	3,875,165
<b>Total</b>	<b>\$97,394,228</b>	<b>\$935,000</b>	<b>\$98,329,228</b>

The net change to Fund balance for this amendment is as follows:

Revenues and other financing sources	(\$620,000)
Less Expenditures and other financing uses	(935,000)
<b>Net increase (decrease) in fund balance</b>	<b>(\$1,555,000)</b>

**Fund balance Roll Forward: Net Change in Fund balance**

<b>Resolution</b>	<b>Beginning Balance</b>	<b>Change</b>	<b>Ending Balance</b>
			\$50,225,397*
2020-26 & 2020-27	\$50,225,397	\$2,563,791	52,789,188
2021-08	52,789,188	4,523,486	57,312,674
2021-13	57,312,674	7,733,822	65,046,496
2021-15	65,046,496	(1,555,000)	63,421,496
<b>Total Net Change</b>		<b>\$13,266,099</b>	

\*Audited

That the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2021 budget of the Roaring Fork Transportation Authority, and be a part of the public records of the Roaring Fork Transportation Authority.

That the amended budget as hereby approved and adopted shall be signed by the Chair of the Roaring Fork Transportation Authority.

**INTRODUCED, READ AND PASSED** by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 8<sup>th</sup> day of July 2021.

**ROARING FORK TRANSPORTATION AUTHORITY  
By and through its BOARD OF DIRECTORS:**

By: \_\_\_\_\_  
Dan Richardson, Chair

I, the Secretary of the Board of Directors (the "Board") of the Roaring Fork Transportation Authority (the "Authority") do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on July 8, 2021 (b) the meeting was open to the public; (c) the Authority provided at least 48 hours' written notice of such meeting to each Director and Alternates Director of the Authority and to the Governing Body of each Member of the Authority; (d) the Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of at least two-thirds of the Directors then in office who were eligible to vote thereon voting; and (e) the meeting was noticed, and all proceedings relating to the adoption of the Resolution were conducted, in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, as amended, all applicable bylaws, rules, regulations and resolutions of the Authority, the normal procedures of the Authority relating to such matters, all applicable constitutional provisions and statutes of the State of Colorado and all other applicable laws.

WITNESS my hand this 8th day of July, 2021.

\_\_\_\_\_  
Nicole R. Schoon, Secretary to the RFTA Board of Directors

**RFTA BOARD OF DIRECTORS MEETING**  
**“INFORMATION/UPDATES” AGENDA SUMMARY ITEM # 8. A.**

**CEO REPORT**

**TO:** RFTA Board of Directors  
**FROM:** Dan Blankenship, CEO  
**DATE:** July 8, 2021

**Chief Operating Officer Update, July 2021: Kurt Ravenschlag, COO**

**RFTA 2021 Work Plan for Destination 2040 Implementation**

**E1 - Bus Replacement – Six, 45’ Coach Buses**

Total Project: \$4,200,000	2021 Budget: \$4,512,000	% Complete: 90%
RFTA Share: \$840,000	RFTA Balance: \$67,673,000	Last Updated: July 2021
<ul style="list-style-type: none"> <li>2020 Budget included funding to purchase 6 replacement two door over the road coach buses. This budget is requested to be rolled forward to the 2021 Budget in a March Board meeting supplemental appropriation.</li> </ul>		<ul style="list-style-type: none"> <li>Two buses delivered</li> <li>Remaining 4 buses are still in production</li> </ul>

**E1 - Bus Replacement – Ten, 40’ clean diesel, low floor buses**

Total Project: \$5,550,000	2021 Budget: \$5,550,000	% Complete: 100%
RFTA Share: \$5,550,000	RFTA Balance: \$62,123,000	Last Updated: June 2021
<ul style="list-style-type: none"> <li>2020 Budget includes funding to purchase 10 replacement low floor clean diesel buses. This budget is requested to be rolled forward to the 2021 Budget in a March Board meeting supplemental appropriation.</li> </ul>		<ul style="list-style-type: none"> <li>All 10 buses have been delivered.</li> </ul>

**E2 - Bike Share Expansion**

Total one time RFTA Capital: \$1,270,750	2020 Capital Budget: \$0	%Complete: 20%
Total Annual RFTA O&M: \$550,000	2021 O&M Budget: \$200,000	Last Updated: July 2021
RFTA Capital Balance: \$1,270,750		
<ul style="list-style-type: none"> <li>2021 Budget includes \$200,000 for a Bike Share Expansion and First and Last Mile Planning Study.</li> </ul>		<ul style="list-style-type: none"> <li>Evaluating Governance models, cost allocations and completing peer city interviews.</li> </ul>

**E5 - Rio Grande Trail Maintenance**

Total Project: \$5,958,000	2021 Budget: \$300,000	% Complete: 10%
RFTA Share: \$5,958,000	RFTA Balance: \$4,983,000	Last Updated: June 2021
<ul style="list-style-type: none"> <li>2021 budget includes \$300,000 to go towards asphalt repair, fencing, rock scaling, shoulder improvements and culvert maintenance</li> </ul>		Construction to begin June 30

**C2 - Bus Expansion – Five, 40’ clean diesel, low floor buses**

Total Project: \$2,775,000	2020 Budget: \$2,775,000	% Complete: 100%
RFTA Share: \$2,775,000	RFTA Balance: \$8,581,000	Last Updated: March 2021
<ul style="list-style-type: none"> <li>2020 Budget includes funding to purchase 5 expansion low floor clean diesel buses.</li> </ul>		<ul style="list-style-type: none"> <li>RFTA took receipt of the five expansion buses in January and they entered revenue service February 27th.</li> </ul>

**C5 - Grand Avenue Corridor Study (MOVE) (27<sup>th</sup> Street Parking Expansion, Glenwood In-line Stations, GWS Transit Center, Extension of BRT Downtown GWS, Connections to 1-70 Corridor)**

Total Project: \$610,000	2021 Budget: \$50,000	% Complete: 95%
RFTA Share: \$290,228	RFTA Balance: \$0	Last Updated: June 2021
<ul style="list-style-type: none"> <li>MOVE Study to identify preferred alternatives for extending BRT to downtown Glenwood Springs (GWS), expanded park and ride in GWS, location of GWS Downtown Transit Center and one to two BRT stations between 27<sup>th</sup> Street and downtown GWS.</li> </ul>		<ul style="list-style-type: none"> <li>Parsons consulting has provided RFTA and the City of Glenwood Springs Draft final reports of the study. Staff updated the Board at the June Board meeting.</li> </ul>

**C8 - 27<sup>th</sup> Street Parking Expansion**

Total Project: \$4,445,396	2021 Budget: \$150,000	% Complete: 20%
RFTA Share: \$4,445,396	RFTA Balance: \$4,295,396	Last Updated: June 2021
<ul style="list-style-type: none"> <li>The 2021 budget includes funding for property acquisition, appraisal and environmental services in preparation for a property acquisition for expanded park and ride development near the 27<sup>th</sup> Street Station.</li> </ul>		<ul style="list-style-type: none"> <li>RFTA staff has completed the initial appraisal and review appraisal of the property.</li> <li>Environmental consultants have completed Phase 1 of Environmental Site Assessment.</li> </ul>

### C13 – Town of Snowmass Village Transit Center

Total Project: \$12,860,000	2021 Budget: \$0	% Complete: 20%
RFTA Share: \$500,000	RFTA Balance: \$500,000	Last Updated: March 2021
<ul style="list-style-type: none"> <li>RFTA staff continues to coordinate with Town of Snowmass on the design and implementation of the Snowmass Transit Center.</li> </ul>		<ul style="list-style-type: none"> <li>RFTA staffs continue coordination efforts with TOSV on design of Transit Center.</li> </ul>

### S1 - Grade Separated Pedestrian Crossings of Hwy 82 and 27th St.

Total Project: \$10,250,000	2021 Budget: \$1,000,000	% Complete: 30%
RFTA Share: \$4,279,500	RFTA Balance: \$3,229,500	Last Updated: July 2021
<ul style="list-style-type: none"> <li>In 2021 RFTA staff and design consultants plan to develop 100% design and construction documents of the 27<sup>th</sup> Street and SH-82 Underpass.</li> <li>RFTA plans to Bond for the remaining construction funding to allow for an October 2021 construction start date.</li> </ul>		<ul style="list-style-type: none"> <li>Staff continues final design efforts with design team.</li> <li>Staff plans to bring IGA between Glenwood Springs and RFTA for August Board Meeting</li> <li>Final design expected by August.</li> </ul>

### S4 - Buttermilk Underpass

Total Project: \$8,057,358	2021 Budget: \$0	% Complete: 0%
RFTA Share: \$500,000	RFTA Balance: \$500,000	Last Updated: Feb. 2020
<ul style="list-style-type: none"> <li>The RFTA Contribution when budgeted is \$500,000 to be applied towards construction of a grade pedestrian crossing at the Buttermilk intersection in Pitkin County.</li> </ul>		<ul style="list-style-type: none"> <li>RFTA is trying to initiate a partnership of interested stakeholders to move Buttermilk Underpass into design phase and establish a partnership for construction.</li> </ul>

### S7 - Glenwood Maintenance Facility (GMF) Expansion

Total Project: \$55,259,161	2021 Budget: \$9,200,000	% Complete: 15%
RFTA Share: \$26,226,701	RFTA Balance: \$12,321,000	Last Updated: July 2021
<ul style="list-style-type: none"> <li>2021 Budget includes funding for Phase 2 Construction: Grading, Excavation, Fleet Maintenance Build Renovation &amp; Expansion.</li> <li>RFTA will be requesting partial funding of Phases 3,4,5,7 for professional services in support of RFQ and RFP process of design/build team. Construction funding for phases 3,4,5,7 will be appropriated after bond issuance.</li> </ul>		<p>Phase 2</p> <ul style="list-style-type: none"> <li>Construction underway.</li> </ul>



*Compaction grout columns being installed*



*GMF Phase 2 Construction Activity*

#### Phase 3,4,5,7

- Grant Execution coordination with FTA and CDOT
- CDOT grant funding has been executed
- Federal BUILD grant and FTA 5339 Grant projected to be executed by July 2021
- RFQ released March 17
- Statements of Qualifications are due from design teams by May 13.



**S10 - Replacement Office/Housing in Carbondale**

Total Project: \$10,000,000	2021 Budget: \$980,000	% Complete: 1%
RFTA Share: \$10,000,000	RFTA Balance: \$9,020,000	Last Updated: July 2021
<ul style="list-style-type: none"><li>• Staff will be requesting to roll forward 2020's budget for housing master planning and design to 2021.</li><li>• Staff intends to conduct a site analysis study and housing product definition to provide RFTA a recommendation for where and what should be RFTA's next phase of housing expansion.</li></ul>		<ul style="list-style-type: none"><li>• Kickoff meeting occurred June 16</li></ul>

**2021 Actuals/Budget Comparison (May YTD)**

2021 Budget Year				
General Fund	May YTD			
	Actual	Budget	% Var.	Annual Budget
<b>Revenues</b>				
Sales and Use tax (1)	\$ 8,223,787	\$ 8,010,493	2.7%	\$ 25,606,000
Property Tax	\$ 8,171,555	\$ 8,171,555	0.0%	\$ 10,945,000
Grants	\$ 817,416	\$ 817,416	0.0%	\$ 29,563,317
Fares (2)	\$ 1,121,298	\$ 713,968	57.1%	\$ 2,426,756
Other govt contributions	\$ 1,385,868	\$ 1,385,868	0.0%	\$ 1,852,881
Other income	\$ 356,065	\$ 346,755	2.7%	\$ 808,130
<b>Total Revenues</b>	<b>\$ 20,075,990</b>	<b>\$ 19,446,055</b>	<b>3.2%</b>	<b>\$ 71,202,084</b>
<b>Expenditures</b>				
Fuel	\$ 701,824	\$ 891,883	-21.3%	\$ 1,794,137
Transit	\$ 14,063,514	\$ 14,815,227	-5.1%	\$ 30,930,362
Trails & Corridor Mgmt	\$ 155,189	\$ 155,435	-0.2%	\$ 670,770
Capital	\$ 3,687,025	\$ 3,685,742	0.0%	\$ 34,473,937
Debt service	\$ 1,505,051	\$ 1,505,051	0.0%	\$ 2,773,200
<b>Total Expenditures</b>	<b>\$ 20,112,602</b>	<b>\$ 21,053,337</b>	<b>-4.5%</b>	<b>\$ 70,642,406</b>
<b>Other Financing Sources/Uses</b>				
Other financing sources	\$ 3,698,163	\$ 3,697,803	0.0%	\$ 9,828,212
Other financing uses	\$ (1,218,474)	\$ (1,218,474)	0.0%	\$ (3,300,613)
<b>Total Other Financing Sources/Uses</b>	<b>\$ 2,479,689</b>	<b>\$ 2,479,329</b>	<b>0.0%</b>	<b>\$ 6,527,599</b>
<b>Change in Fund Balance (3)</b>	<b>\$ 2,443,077</b>	<b>\$ 872,048</b>	<b>180.2%</b>	<b>\$ 7,087,277</b>

- (1) Timing issue, as Sales and Use tax Revenues are received 2 months in arrears (i.e. March sales and use tax revenue is recorded in May).
- (2) Through May, fare revenue has increased by 26% and ridership is lower by 14%, respectively, compared to the prior year. COVID-19 impacts started in mid-March 2020. The increase has been primarily attributable to Seasonal zone pass sales during the spring of 2021 which have exceeded the prior year. Staff anticipates that the capacity change from 50% of seated capacity to 100% of seated capacity on buses will further increase our fare revenues over budget. Over the course of the year, timing of bulk pass orders by outlets and businesses can affect the % change. The chart below provides a YTD May 2020/2021 comparison of actual fare revenues and ridership on RFTA regional services:

<b>Fare Revenue:</b>	YTD 5/2020	YTD 5/2021	Increase/ (Decrease)	% Change
Regional Fares	\$ 877,755	\$ 1,105,751	\$ 227,996	26%
<b>Total Fare Revenue</b>	<b>\$ 877,755</b>	<b>\$ 1,105,751</b>	<b>\$ 227,996</b>	<b>26%</b>
<b>Ridership on RFTA Regional Services*:</b>	YTD 5/2020	YTD 5/2021	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	222,179	191,574	(30,605)	-14%
BRT	245,896	230,601	(15,295)	-6%
SM-DV	32,672	10,644	(22,028)	-67%
Grand Hogback	33,734	28,297	(5,437)	-16%
<b>Total Ridership on RFTA Fare Services</b>	<b>534,481</b>	<b>461,116</b>	<b>(73,365)</b>	<b>-14%</b>
Avg. Fare/Ride	\$ 1.64	\$ 2.40	\$ 0.76	46%
* Excludes Aspen-Snowmass Regional service which is fare-free due to EOTC contributions.				

- (3) Over the course of the year, there are times when RFTA operates in a deficit; however, at this time we are projecting that we will end the year within budget.

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage May YTD				Hours May YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	1,885,660	1,914,360	(28,700)	-1.5%	93,191	93,559	(368)	-0.4%
City of Aspen	227,739	230,175	(2,436)	-1.1%	26,300	26,118	182	0.7%
Aspen Skiing Company	214,455	212,670	1,785	0.8%	15,005	14,696	308	2.1%
Ride Glenwood Springs	48,623	49,151	(528)	-1.1%	4,069	4,043	26	0.7%
Grand Hogback	116,936	113,250	3,686	3.3%	5,038	4,738	300	6.3%
Senior Van	3,148	9,938	(6,790)	-68.3%	531	618	(87)	-14.1%
<b>Subtotal - Transit Service</b>	<b>2,496,561</b>	<b>2,529,543</b>	<b>(32,982)</b>	<b>-1.3%</b>	<b>144,133</b>	<b>143,771</b>	<b>362</b>	<b>0.3%</b>
Training & Other	4,377	4,879	(502)	-10.3%	12,857	11,294	1,563	13.8%
<b>Total Transit Service, Training &amp; Other</b>	<b>2,500,938</b>	<b>2,534,422</b>	<b>(33,484)</b>	<b>-1.3%</b>	<b>156,990</b>	<b>155,065</b>	<b>1,925</b>	<b>1.2%</b>

**Roaring Fork Transportation Authority System-Wide Ridership Comparison Report**

Service	May-20 YTD	May-21 YTD	# Variance	% Variance
City of Aspen	421,620	280,036	(141,584)	-33.58%
RF Valley Commuter	705,885	634,193	(71,692)	-10.16%
Grand Hogback	33,734	28,297	(5,437)	-16.12%
Aspen Skiing Company	326,362	212,892	(113,470)	-34.77%
Ride Glenwood Springs	41,639	50,499	8,860	21.28%
X-games/Charter	32,756		(32,756)	-100.00%
Senior Van	979	290	(689)	-70.38%
MAA Burlingame		-	-	#DIV/0!
Maroon Bells		-	-	#DIV/0!
GAB Transit Mitigation Svcs.	-	-	-	N/A
<b>Total</b>	<b>1,562,975</b>	<b>1,206,207</b>	<b>(356,768)</b>	<b>-22.83%</b>

**Subset of Roaring Fork Valley Commuter Service with BRT in 2019**

Service	YTD May 2020	YTD May 2021	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	222,179	191,574	(30,605)	-14%
BRT	245,896	230,601	(15,295)	-6%
<b>Total</b>	<b>468,075</b>	<b>422,175</b>	<b>(45,900)</b>	<b>-10%</b>

**2020 Financial Statement Audit – Schedule**

Date		Status
5/3/2021 – 5/7/2021	Start of Audit – auditors conducting onsite fieldwork	<i>Completed</i>
June 17, 2021	During this period, staff anticipates that the Audit Report will be reviewed by the <b>RFTA Board Audit Subcommittee</b> . A meeting will be held via WebEx between the Audit Subcommittee, the auditor and staff to discuss the audit in detail.	<i>Completed</i>
7/2/2021	Final Audit Report to be distributed to RFTA Board with July Board Packet	<i>Completed</i>
7/8/2021	Presentation of Final Audit Report at RFTA Board Meeting by Auditor	<i>On schedule</i>

## **2022 RFTA Annual Budget – Preliminary Schedule**

<b>Date</b>	<b>Activity</b>	<b>Status</b>
8/12/2021	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	<i>On schedule</i>
9/9/2021	Presentation/Direction/Action: 1 <sup>st</sup> draft budget presentation	<i>On schedule</i>
10/14/2021	Presentation/Direction/Action: 2 <sup>nd</sup> draft budget presentation	<i>On schedule</i>
11/11/2021	Presentation/Direction/Action: 3 <sup>rd</sup> draft budget presentation	<i>On schedule</i>
12/9/2021	Public Hearing: Final budget presentation and adoption Review and approve the final certifications of valuations from the Eagle, Garfield, and Pitkin County Assessors	<i>On Schedule</i>

No Planning Department Update will be provided for the July 8, 2021 Board meeting.

**Facilities and Bus Stop Maintenance July 8, 2021  
Facilities Capital Projects Update**

**Projects currently under construction:**

1. Phase 2 GMF expansion. The compaction grout of the foundation is underway with 2 drilling rigs and the crews are working Saturdays to help make up time in the schedule. The building power has been switched over to the new systems and the waterline will be switched over to the new system the week of July 12.
2. The remodel of the Dispatch office space at 100 Midland continues. The new breakroom has been completed and the 120 volt electrical system will be completed the week of July 12. The new dispatch desks will be delivered and assembled the week of August 9 and the new Dispatch Center should be operational September 6<sup>th</sup>.
3. The process to purchase the property at 505 27<sup>th</sup> Street in Glenwood Springs is continuing and the appraisal and review appraisal have been sent to the FTA region 8 headquarters for review for compliance with Federal guidelines. The reports required for the categorical exclusion have also been forwarded to the FTA for review. Once RFTA receives concurrence on the appraisal and a categorical exclusion from the FTA, RFTA staff will be able to begin the negotiation process and make an offer on the property
4. The project to make the needed repairs to the Wingo Bridge was put out to bid and RFTA received 1 proposal for \$758,007. This was \$469,015 over the estimated amount for the project. The project has been put on hold for 2021 and staff will be working with Pitkin County to come up with a strategy for rebidding the project in 2022.
5. The project to complete the 2021 repairs and maintenances project for the Rio Grande Trail is out to ad and proposals are due 7/7/2021
6. The project to make needed repairs at the Parker House employee housing complex is out to ad and bids are due 7/16/2021.
7. The yearly sweeping, striping and general repairs to RFTA's asphalt parking surfaces has been rescheduled to begin in the week of July 7.

**Facilities projects budgeted for 2021**

1. Acquisition of property around 27<sup>th</sup> Street Glenwood Springs.
2. Repairs to the Wingo bridge abutments.
3. Rio Grande Trail repairs and maintenance.
4. Repair of siding, soffit and fascia at the Parker House apartments.
5. Revision of the facilities storm water management plans.
6. Revisions and updates to the CNG emergency response plan.
7. Development of an operations Dispatch Center.
8. Parker House and Main Street apartments condition assessment report.
9. Asphalt repair and maintenance project.
10. Development of a RFTA housing construction strategy.

**Facilities projects completed to in 2021:**

Staff has completed the following projects in 2021.

- Demo of the MOC

### **Construction projects currently in the design process:**

1. 27<sup>th</sup> Street underpasses
2. Phases 3-4-5 & 7 at the GMF expansion program.
3. Rio Grande Trail annual repair and maintenance project.
4. Parker House repairs

### **Railroad Corridor & Rio Grande Trail Update**

**Right-of-Way Land Management Project:** Along with its legal and engineering consultants, RFTA staff will be working on the following tasks in 2021:

- Staff has begun to utilize a new review process for projects proposing to make use of the Railroad Corridor. This process allows staff to have railroad and legal experts review, assess and report on proposed development impacts along the Railroad Corridor along with making recommendations regarding potential mitigation for the impacts that RFTA can provide to permitting jurisdictions. (Ongoing)

Staff is in the process of approaching every adjacent, unlicensed property owner and working with them to get a license in place for access across, or encroachments into the RFTA Railroad Corridor. Identifying each of the property owners has proven a bit challenging. However, staff is in the process of compiling a detailed list of every adjacent property owner, and will begin approaching each property owner on a county-by-county basis. (Ongoing)

Based on comments received from the RFTA Board members at the 02/11/2021 meeting, staff will begin working with Paul Taddune, to bring some longstanding licensees into compliance with the terms of their license agreements, secure license agreements with the unlicensed adjacent property owners, and work to eliminate all outstanding encroachments. We will also work with Paul on several ditch concerns, and determine a path to finalize agreements involving property boundary disputes. (Ongoing)

- **Recreational Trails Plan (RTP)** – The Planning Department and Facilities departments are working collaboratively with regional stakeholders to update the 2005 Recreational Trails Plan (RTP). Following unanimous RFTA Board adoption of the Access Control Plan (ACP) in early 2018, the RTP is the second component plan of the larger Corridor Comprehensive Plan that guides management of the entire Rio Grande Railroad Corridor from Glenwood Springs to Aspen. (Ongoing)
- **Federal Grant Right of Way (fgrow) project** – Staff continues to identify and approach adjacent property owners located in the fgrow areas in an attempt to negotiate the exchange of Bargain and Sale deeds. Staff has a closing set with six adjacent property owners and is negotiating with one additional neighbor in the Carbondale section for an exchange of deeds. (Ongoing)
- **Mid Valley Trails Committee (MVTC)** – Eagle County and RFTA staff are reviewing all of the original agreements regarding oversight of this committee and developing a white paper outlining each organizations responsibilities for managing this committee. Staff will finalize this information and bring a presentation to the RFTA Board in August or September for direction.



- Staff is busy out on the trail!
  - The Trail Staff is working hard to give ALL trail users a great experience.
  - Staff has been out mowing, weeding, sweeping, debris blowing, cleaning up trailheads, cleaning the restrooms, etc. to make sure the trail is safe and clean.
  - Staff has been coordinating with several Adopt-a-Trail and special event groups.
  - Unfortunately, we have also been dealing with vandalism/graffiti
- Riverview Trail Update - more work in 2021 will occur; fencing/fall protection and asphalt paving will occur on the portion within RFTA ROW. This is a “safe routes to school project” that will connect people from CR 109 and the Westbank/Ironbridge neighborhoods up to the Rio Grande Trail.
- Staff continues working with Carbondale Arts to beautify the corridor through Carbondale, called the Rio Grande ArtWay.
  - Staff coordinated a volunteer work day with the help of CRMS and Carbondale Arts
  - Staff has fired up the park irrigation systems
  - The Youth Art Park will be located just north of Town Hall and the Carbondale Rec Center. The schematic site design is completed, civil/structural design is happening now, and construction is scheduled to begin sometime in 2021.
- Staff has been working with Back 40 Stories to create new information kiosk map/panels, survey existing trail amenities, and identify locations that could benefit from additional amenities, signs, etc.
- Staff is planning and gearing up for 2021 projects and what is sure to be another busy year on the Rio Grande Trail. Some major projects are listed below:
  - Wingo Bridge Maintenance/Repair
    - RFTA and Pitkin County Open Space and Trails had a joint workday on May 12 to remove vegetation around the bridge structure in preparation for the repair work.
    - Unfortunately the one bid RFTA received came in much higher than anticipated, so we are pushing this project to 2022, in hopes of the supply chain catching up to the demand, and the prices moderating a bit.
  - Goats are coming baaaaaack! to assist with vegetation management, scheduled for September 01.
  - Rio Grande Trail Maintenance/Repair – asphalt remove/replace and root barrier install near Emma is out to bid. Bids are due on July 7<sup>th</sup>. Stay tuned for an update on this 2021 project.
  - Re-vegetation efforts – Staff continues to enlist the assistance of DHM for re-vegetation efforts. It’s a tough corridor to revegetate because of its former use as a railroad, but staff continues to work diligently at reintroducing native vegetation to this corridor
  - Rio Grande ArtWay improvements - ongoing
- RFTA has begun the budgeting process for 2022 and staff has inputs several scopes of work and/or technical specs with cost estimates into the system for future projects and equipment.