

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

TIME: 8:30 a.m. – 11:30 a.m., Thursday, August 12, 2021

This meeting will be In-Person and/or via Webex Teleconference

Regular Location: Town Hall (Room 1), 511 Colorado, Carbondale, CO 81623

Instructions regarding how to participate in the meeting via WebEx will be attached to the e-mail transmitting the Board Agenda Packet, on the third page of this agenda, or at www.rfta.com on the Board Meeting page.

(This Agenda may change before the meeting)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	8:30 a.m.
2	Executive Session:			
	A. Paul Taddune, General Counsel: Two Matters: 1) Pursuant to C.R.S. 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interests (Possible acquisition of property for 27 th Street Park & Ride facility). 2) Pursuant to C.R.S. 24-6-402(4)(d) Specialized details of security arrangements or investigations.		Executive Session	8:31 a.m.
3	Approval of Minutes: RFTA Board Meeting July 8, 2021, pg. 4		Approve	8:55 a.m.
4	Public Comment: 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).		Public Input	8:56 a.m.
5	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	9:00 a.m.
6	Consent Agenda			9:05 a.m.
	A. Tree Farm BRT Facilities Agreement – Mike Hermes, Director of Facilities, page 8	4.2.5	Approve	
	B. Resolution 2021-16: Supporting the Grant Application for a Grant from the Garfield County Federal Mineral Lease District (GCFMLD) – David Johnson, Director of Planning, page 9	4.2.5	Approve	
	C. Resolution 2021-17: Authorization to Submit Grant Application to Colorado Department of Local Affairs (DOLA) – David Johnson, Director of Planning, page 13	4.2.5	Approve	
	D. CDOT Contract for the Reconstruction by the State of the Maroon Creek Roundabout on State Highway 82 – Dan Blankenship, CEO, page 16	4.2.5	Approve	
	E. Intergovernmental Agreement between City of Glenwood Springs (City) and the Roaring Fork Transportation Authority (RFTA) to Construct and Maintain the 27th Street and State Highway 82 Pedestrian Underpasses – Kurt Ravenschlag, COO, page 20	4.2.5	Approve	
	(The Agenda is Continued on the Next Page)			

	Agenda Item	Policy	Purpose	Est. Time
7	Public Hearing Agenda:			
	A. Adoption of Proposed Reduction of the Youth Fare ages 6 – 16 or 6-19 to a One Dollar System-wide Flat Fare – David Johnson, Director of Planning and Mike Yang, CFAO, page 22	4.2.5	Approve	9:10 a.m.
8	Presentations/Action Items:			
	A. RFTA Board Retreat Summary – David Johnson, Director of Planning, page 26	3.2.3	Discussion /Direction	9:25 a.m.
	B. Background Presentation and Discussion Regarding RFTA Formation IGA, and Its Compatibility with RFTA’s Vision, Mission, Outcomes, and Smart Objectives – Dan Blankenship, CEO, page 30	2.0	Discussion /Direction	9:45 a.m.
	C. Preliminary Planning Initiatives, Assumptions and Issues for 2022 RFTA Budget – Michael Yang, CFAO, page 31	4.2.5	Discussion /Direction	10:15 a.m.
	D. Regional Bike Share/First and Last Mile Mobility (FLMM) Update – David Johnson, Director of Planning, page 36	2.3.7	Discussion /Direction	10:50 a.m.
9	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 40	2.8.6	FYI	11:15 a.m.
10	Issues to be Considered at Next Meeting:			
	To Be Determined at the August 12, 2021 Board Meeting	4.3	Meeting Planning	11:20 a.m.
11	Next Meeting: 8:30 a.m. – 11:30 a.m., September 9, 2021, Carbondale Town Hall and via Webex Teleconference (Details to be provided later)	4.3	Meeting Planning	11:25 a.m.
12	Adjournment:		Adjourn	11:30 a.m.

(Webex Meeting Information on the Next Page)

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**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
July 8, 2021**

Board Members Present:

Dan Richardson, Chair (Town of Carbondale); Bill Kane, Vice-Chair (Town of Basalt); Torre (City of Aspen); Jonathan Godes (City of Glenwood Springs); Greg Poschman (Pitkin County); Jeanne McQueeney (Eagle County).

Non-Voting Alternates Present

Ward Hauenstein (City of Aspen); Francie Jacober (Pitkin County); Ben Bohmfalk (Town of Carbondale); Bill Madsen (Town of Snowmass Village)

Staff Present:

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 and Angela Henderson, Facilities and Trails Department; David Johnson and Jason White, Planning Department; Paul Hamilton, Director of Finance; Jamie Tatsuno and Jennifer Balmes, Communications Department; Tammy Sommerfeld, Procurement; Andy Hermes and Matt Mullally, IT Department; Mike Christenson, Director of Maintenance

Visitors Present (in person or via WebEx):

Michael Kinsley (RFTA Board Retreat Facilitator); David Pesnichak (EOTC/Pitkin County); David Peckler (Town of Snowmass Village); John Krueger (City of Aspen); Adrian Witte and Belinda Judelman (Toole Design)

Agenda

1. Call to Order/Roll Call:

Dan Richardson called the RFTA Board of Directors to order at 8:38 a.m. Richardson declared a quorum to be present (7 member jurisdictions present) and the July 8, 2021 RFTA Board of Directors meeting began at 8:39 a.m.

2. Executive Session:

A. One Matter if Needed: 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);

After consideration, it was determined that the July 8, 2021 Board Executive Session was not necessary. Executive Session Agenda Item number 2 was cancelled.

3. Approval of Minutes:

Jeanne McQueeney moved to approve the June 10, 2021 Board Meeting Minutes, and Greg 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 July 8, 2021 Board Agenda.

No members of the public had any comments.

Richardson closed Public Comments at 8:40 a.m.

5. Items Added to Agenda – Board Member Comments:

Richardson asked if there were any items that needed to be added to the July 8, 2021 Board meeting Agenda.

No items were added to the July 8, 2021 Board Agenda.

Richardson asked if any Board member had comments or questions regarding issues not on the July 8, 2021 Board meeting Agenda.

Poschman stated that traffic on HWY 82 is continuously bumper to bumper. RFTA's mission and what the Board is doing to help reduce the number of vehicles on the road is extremely important. Anything that RFTA can do to help alleviate traffic is going to be impactful.

Richardson closed Board comments at 8:43 a.m.

6. Consent Agenda:

A. Approval of Agreement between Amalgamated Transit Union, Local 1774 and Roaring Fork Transportation Authority; Effective July 1, 2021 through December 31, 2024 – Dan Blankenship, CEO

Representatives of ATU Local 1774 and RFTA management have reached an agreement on a 3 ½-year Collective Bargaining Agreement (CBA) that will be effective from July 1, 2021 through December 31, 2024.

Jonathan Godes moved to approve the Approval of Agreement between Amalgamated Transit Union, Local 1774 and Roaring Fork Transportation Authority; Effective July 1, 2021 through December 31, 2024, and McQueeney seconded the motion. The motion was unanimously approved.

B. RFTA 2020 Audited Financial Report – Michael Yang, CFAO

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.

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.

Godes moved to approve the RFTA 2020 Audited Financial Report, and McQueeney seconded the motion. The motion was unanimously approved.

C. 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 – David Johnson, Director of Planning

Regional Operating Funding request, 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.

Godes moved to approve 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, and McQueeney seconded the motion. The motion was unanimously approved.

7. Public Hearing:

A. Resolution 2021-15: 2021 Supplemental Budget Appropriation Resolution – Michael Yang, CFAO

Items requiring budget adjustments based on current projections and additional appropriations:

- Bus Operator Compensation Adjustment:
 - \$515,000 increase in Transit
- Bus Replacement Project:
 - \$3,100,000 decrease in Other Financing Sources
 - \$2,480,000 increase in Grant Revenues
- Mobile Ticketing Project:
 - \$36,000 increase in Operating Costs
 - \$384,000 increase in Capital Outlay

Richardson asked if any member of the public would like to address the Board or make a comment regarding Resolution 2021-15: 2021 Supplemental Budget Appropriation.

No members of the public had any comments.

Richardson closed Public Comments at 8:46 a.m.

Godes moved to approve Resolution 2021-15: 2021 Supplemental Budget Appropriation Resolution, and Poschman seconded the motion. The motion was unanimously approved.

8. Information/Updates:

A. CEO Report – Dan Blankenship, CEO

No information on the CEO Report were discussed.

9. Issues to be Considered at Next Meeting:

10. Next Meeting: 8:30 a.m. – 11:30 a.m.; August 12, 2021, Carbondale Town Hall, Room 1 and via WebEx Teleconference, for those who are unable to attend in person.

11. Adjournment:

Godes moved to adjourn from the July 8, 2021 RFTA Board meeting, and McQueeney seconded the motion. The motion was unanimously approved.

The July 8, 2021 RFTA Board Meeting adjourned at 8:50 a.m.

The July 8, 2021 RFTA Board Meeting was directly followed by the RFTA Board Retreat.

Respectfully Submitted:

Nicole R. Schoon
Secretary to the RFTA Board of Directors

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 6. A.

Meeting Date:	August 12, 2021
Agenda Item:	Tree Farm BRT Facilities Agreement
Strategic Outcome:	2.0 Accessibility and Mobility
Strategic Objective:	2.4 Provide increased first and last mile options for customers throughout service area. 2.6 Identify and reduce barriers to riding transit and accessing trails.
Presented By:	Michael Hermes- Director of Facilities
Staff Recommends:	Staff recommends that the RFTA board approve the Tree Farm BRT Facilities Agreement and authorize the CEO to execute it subject to approval as to form by the RFTA General Counsel.
Executive Summary:	As part of the approval process for the Tree Farm development the Eagle County Board of County Commissioners required that Tree Farm developer build and dedicate 20 parking spaces adjacent to the down valley Willits BRT station to RFTA. These spaces will be available to the public sometime in the spring of 2022. The agreement for Board consideration is for the long-term management and maintenance of these parking spaces.
Background/ Discussion:	The Tree Farm development PUD was approved by the Eagle County Commissioners on November 1, 2019. The development has been designed as a transportation orientated development, TOD, with the intention minimizing the need for residence and patrons of the development businesses to use their private vehicles. To help meet his goal the Tree Farm has committed to build a trail network within the development of help minimize the need for motorized transportation, participated financially in the construction of the Willits underpass to connect the Willits BRT stations under highway 82 and designed and constructed a very attractive connection from the Tree Farm development to the down valley Willits BRT station and underpass. During the PUD development process the Eagle County Board of County Commissioners also required that the Tree Farm build 20 parking spaces and dedicate them to RFTA for use by the patrons of the RFTA bus system as well as provide a funding contribution to RFTA in the amount of \$400,000 dollars to be used to acquire or build additional parking spaces anywhere in the RFTA jurisdiction. The Tree Farm Facilities Agreement memorializes the obligations of RFTA and the Tree Farm for the long term maintenance and management of the 20 parking spaces within the development that have been dedicated to RFTA.
Governance Policy:	Governance policy 1.0 Outcomes #2 Accessibility and Mobility: RFTA will provide accessible, effective and easy to use mobility options that connect our region, for all user types.
Fiscal Implications:	RFTA will be obligated to buy install and maintain the signage necessary to manage this parking and will be responsible for any costs associated with the management of these space such a towing or the installation of security cameras.
Attachments:	Yes, please click on “ Tree Farm Parking Spaces Maintenance Agreement.pdf ,” & “ TFMD Exhibit A.pdf ” included in the August 2021 RFTA Board Meeting Portfolio.pdf , or find these documents in the August 2021 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the Board Agenda Packet.

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

Meeting Date:	August 12, 2021
Agenda Item:	Resolution 2021-16: Authorization to Submit Application to the Garfield County Federal Mineral Lease District (GCFMLD) in the fall of year 2021 for Construction of the 27 th Street Pedestrian Crossing in Glenwood Springs
Strategic Outcome	4.0 Financial Sustainability
Strategic Objective	4.4. Pursue financing opportunities to deliver better service and complete future capital projects.
Presented By:	David Johnson, Director of Planning
Recommendation:	Authorize RFTA to submit a GCFMLD grant application to construct the 27th Street Pedestrian Crossing and authorize the RFTA Chair to sign the Letter of Support.
Core Issues:	<p>RFTA and the City of Glenwood Springs (led by RFTA) will construct a grade separated crossing of State Highway 82 at 27th Street to facilitate safe crossing for bicyclists and pedestrians, free of conflicts with vehicles.</p> <p>The need for this crossing has been well-documented since 2011 or earlier, when Fehr and Peers conducted a study, commissioned by CDOT, to investigate and prioritize safety, geometric, and operational characteristics of 47 intersections within Region 3. The 27th Street intersection ranked as the 3rd highest priority intersection in the 4-county Intermountain Region.</p> <p>Fehr and Peers’ long-term recommend improvements include a grade-separated bicycle and pedestrian crossing. Since the completion of its study, SH82 ADT has increased, and the intersection now serves the RFTA BRT station, constructed in 2013. Prior to COVID-19, the 27th Street station is RFTA’s 7th-8th highest ridership stop, serving an estimated 800-1000 boardings and alightings per day. Two accidents occurred at the 27th street intersection in 2017; and, in 2018, a fatality of a bicyclist occurred there.</p> <p>During the Destination 2040 Plan, and Ballot Issue 7A, RFTA’s committed to funding \$4.279 million of the roughly \$10.4 million project’s estimated project cost, and that the remaining funding would come from other sources. RFTA and the City have received an additional \$1.1 million in CDOT MMOF funding, \$1 million in CDOT Regional Priority Project (RPP) funds, and \$1 million in Transportation Alternatives Program (TAP) funds. The City has committed \$750,000 to the project and, in addition, to help fund the estimated revenue shortfall, RFTA has allocated an additional \$2.27 million in Destination 2040 funding originally designated for BRT and Local bus improvements within Glenwood Springs; implementation of which has been in part delayed due to COVID-19.</p> <p>This grant request will be for up to \$500,000 and, if approved, will either reduce RFTA’s share of the project costs or likely be used to cover escalating construction costs.</p>
Policy Implications:	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).”
Fiscal Implications:	If this grant is awarded, RFTA will need to commit up to \$6.5 million in Destination 2040 funds, and possibly other funds.
Attachments:	Yes, please see Resolution 2021-16 and Letter of Support, attached below.

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2021-16**

AUTHORIZATION TO SUBMIT APPLICATION FOR GARFIELD COUNTY FEDERAL MINERAL LEASE DISTRICT (GCFMLD) FOR COMPLETION OF THE 27TH STREET PEDESTRIAN CROSSING (INCLUDING THE CROSSING OF BOTH STATE HIGHWAY 82 AND OF 27TH STREET)

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 a grant awarded by the Garfield County Federal Mineral Lease District (“GCFMLD”); and

WHEREAS, the RFTA Board of Directors supports the completion of the project if a grant is awarded by the GCFMLD; and

WHEREAS, RFTA has submitted a Grant Application for **Construction of the 27th Street Pedestrian Crossing in Glenwood Springs (State Highway 82 and of 27th Street)**, requesting a total award of up to **\$500,000**, with a local match commitment of up to \$6.55 million (using bonds and/or cash reserves backed by RFTA’s 2.65 mill property tax mill levy), depending upon the final grant award and approximately \$3.85 million in other committed funds.

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 Application for up to \$500,000 to be submitted by RFTA and it will appropriate matching funds for a grant with the GCFMLD, 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 a Grant Agreement with the GCFMLD.
5. This project will be owned by RFTA and will be maintained and operated by RFTA and/or CDOT or the City of Glenwood Springs through an IGA for the next 25 years or more, similar to other pedestrian crossings in the region. The RFTA Board of Directors will continue to maintain the

facility in a State of Good Repair and will work with CDOT and the City of Glenwood to appropriate funds through the IGA on an annual basis for routine maintenance.

6. If a grant is awarded, the RFTA Board of Directors hereby authorizes the CEO to execute a Grant Agreement with the GCFMLD.

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 12th day of August, 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 August 12, 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 12th day of August, 2021.

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



August 12, 2021

Garfield County Federal Mineral Lease District
817 Colorado Ave., Suite 201
Glenwood Springs, CO 81601

RE: RFTA and City of Glenwood Springs 27th Street Pedestrian Crossing Proposal

Dear GCFMLD Board:

The RFTA Board expresses its support for the RFTA/City of Glenwood Springs' proposal to construct a grade separated crossing of State Highway 82 at 27th Street (including both the crossing of SH82 and the crossing of 27th Street) to facilitate safe crossing for bicyclists and pedestrians, free of conflicts with vehicles.

This project will help to alleviate the social, economic, and public finance impacts resulting from the development of natural resources on Federal lands within Garfield County. While natural resources development contributes meaningfully to the local economy, it also contributes to increasing traffic demands, traffic congestion, and safety concerns on SH82 in Glenwood Springs. This project will address these issues at 27th Street and State Highway 82, where safety, congestion, transportation conflicts, and other impacts are particularly acute.

The need for this crossing has been well-documented since 2011 or earlier, when Fehr and Peers conducted a study, commissioned by CDOT, to investigate and prioritize safety, geometric, and operational characteristics of 47 intersections within Region 3. The 27th Street intersection ranked as the 3rd highest priority intersection in the 4-county Intermountain Region.

Since the completion of its study, SH82 ADT has increased, and the intersection now serves the RFTA BRT station, constructed in 2013. The 27th Street station is RFTA 7th-8th highest ridership stop, serving an estimated 800-1000 boardings and alightings per day (pre-COVID). Two accidents occurred at the 27th street intersection in 2017; and a fatality in 2018.

RFTA committed to funding \$6.5 million of the roughly \$10.4 million project's estimated project cost. The City of Glenwood Springs has committed \$750,000 for the project, and RFTA and the City have received an additional \$1.1 million in CDOT MMOF funding, \$1 million in Transportation Alternatives Program (TAP) funds, and \$1.1 million in CDOT RPP funds. Similar to other pedestrian crossings of SH82 in the region, RFTA, the City and CDOT will develop an IGA for long-term maintenance and operations, and the funding of the O&M. Due to rapidly escalating construction costs, RFTA believes additional funding will be needed, which is why GCFMLD funding is being requested.

This is a worthy project that meets the mission of the GCFMLD and that has received funding from other sources. The RFTA Board urges your participation as a valued and needed partner in this project.

Sincerely,

Dan Richardson
Chair, Board of Directors

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

Meeting Date:	August 12, 2021
Agenda Item:	Resolution 2021-17: Authorization to Submit Application to the Colorado Department of Local Affairs (DOLA) in the fall of year 2021 for Elements of the Glenwood Springs Maintenance Facility (GMF) Renovation and Expansion.
Strategic Outcome	Financial Sustainability: RFTA will ensure cost effective and responsible use of funding, maintain and monitor its short-term and long-term financial forecasts, seek funding partnerships and diversification of revenues.
Strategic Objective	Pursue financing opportunities to deliver better service and complete future capital projects
Presented By:	David Johnson, Director of Planning
Recommendation:	Authorize RFTA to submit a grant application to DOLA in September 2021 for elements of the GMF Renovation and Expansion
Core Issues:	<p>Over the past year, RFTA has received grants from RFTA and the USDOT for the GMF renovation and expansion project totaling approximately \$25 million. These funds, in addition to about \$15 million in RFTA Destination 2040 funds, have allowed RFTA to initiate design-build on Phases 3, 4, 5, and 7.</p> <p>There are several key elements of the GMF renovation and expansion that remain unfunded. RFTA intends to seek \$600,000 in grant funding from DOLA for hydrogen fueling infrastructure. Total cost of the hydrogen infrastructure is estimated to be about \$4 million.</p> <p>RFTA will seek the remaining \$3.4 million from other State sources, as it is aligned with the Vision for the for the Colorado Electric Vehicle Plan 2020: Large-scale transition of Colorado’s transportation system to zero emission vehicles, with a long term goal of 100% of light-duty vehicles being electric and 100% of medium- and heavy-duty vehicles being zero emissions (including electric, hydrogen and other zero emissions technologies).</p> <p>RFTA intends to meet with DOLA directly between Monday August 2nd and Thursday, August 12th to discuss the hydrogen project. If DOLA is more interested in other components of the GMF, there is still time to revise the scope of the grant proposal accordingly.</p>
Policy Implications:	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).”
Fiscal Implications:	If this grant is awarded, RFTA will need to commit up to \$3.4 million in local funds, which could be offset by other State funds.
Attachments:	Yes, please see Resolution 2021-17, attached below.

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2021-17**

**AUTHORIZATION TO SUBMIT APPLICATION TO THE COLORADO DEPARTMENT OF LOCAL AFFAIRS
(DOLA) FOR THE GLENWOOD SPRING MAINTENANCE FACILITY (GMF) RENOVATION AND
EXPANSION**

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 a grant awarded by DOLA; and

WHEREAS, the RFTA Board of Directors supports the completion of the project if a grant is awarded by DOLA; and

WHEREAS, RFTA will submit a Grant Application for Hydrogen Fueling infrastructure, requesting a total award of up to **\$600,000**, with a local match commitment of up to \$3.4 million (using bonds and/or cash reserves backed by RFTA’s 2.65 mill property tax mill levy), depending upon the final grant award.

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 Application submitted by RFTA and it will appropriate matching funds for a grant with DOLA, 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 a Grant Agreement with DOLA.
5. This project will be owned by RFTA and will be maintained and operated by RFTA. The RFTA Board of Directors will continue to maintain the facility in a State of Good Repair and will appropriate funds on an annual basis for routine maintenance.
6. If a grant is awarded, the RFTA Board of Directors hereby authorizes the CEO to execute a Grant Agreement with DOLA.

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 12th day of August, 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 August 12, 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 12th day of August, 2021.

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

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 6. D.

Meeting Date:	August 12, 2021												
Subject:	CDOT Contract for the Reconstruction by the State of the Maroon Creek Roundabout on State Highway 82												
Strategic Outcome:	1.0 Accessibility and Mobility												
Strategic Objective:	1.2 Trail and transit users move safely, quickly and efficiently. 1.3 Increase alternative mode splits throughout the region. 2.6 Identify and reduce barriers to riding transit and accessing trails. 2.7 Provide convenient connections to key activity centers in service area.												
Presented By:	Dan Blankenship, CEO												
Staff Recommends:	Approve CDOT contract committing \$300,000 in RFTA funding for the reconstruction of the Maroon Creek Roundabout in 2022 and authorize the RFTA Chair to execute it. The agreement has been reviewed and approved by the RFTA General Counsel.												
Executive Summary:	<ol style="list-style-type: none"> As previously reported to the RFTA Board on February 11, 2021, the attached letter from Andrew Knapp, PE, CDOT, requested RFTA to be a funding partner in the Maroon Creek Roundabout Reconstruction Project, which is slated to go out to bid in the fall of this year, and commence construction in the summer of 2022. At the February 11, 2021 meeting, the RFTA Board voted in favor of providing a \$300,000 contribution to the project. CDOT is requesting that RFTA memorialize its funding commitment by executing a standard contract, which obligates RFTA for nothing other than the remittance of \$300,000 in reimbursement for construction costs incurred by CDOT. 												
Background/ Discussion:	<ol style="list-style-type: none"> Pavement in the roundabout has deteriorated and should be replaced with longer lasting concrete. Other safety and efficiency improvements to the roundabout are needed. Failure of the current asphalt can occur unexpected at inopportune times, creating significant challenges for CDOT to repair and significant auto congestion and delays for RFTA buses while the roundabout is being repaired. CDOT is seeking partners to fund the roundabout reconstruction project and has proposed the following funding plan for the estimated \$2.53 million project: <table border="1" data-bbox="792 1402 1117 1633"> <thead> <tr> <th>Entity</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Apen</td> <td>\$ 1,000,000</td> </tr> <tr> <td>CDOT</td> <td>\$ 590,000</td> </tr> <tr> <td>EOTC</td> <td>\$ 271,000</td> </tr> <tr> <td>RFTA</td> <td>\$ 300,000</td> </tr> <tr> <td>Total</td> <td>\$ 2,161,000</td> </tr> </tbody> </table> Part of the expense involves extensive traffic phasing efforts that could be needed in order to maintain traffic through the roundabout for the duration of construction. If McLain Flats Road can be used as a detour for general purpose traffic and limit the use of the roundabout to buses, trucks, and local traffic, the cost of the project could be significantly reduced. This approach would also potentially allow for transit services to receive priority from CDOT traffic control personnel during the construction period. Priority 	Entity	Amount	Apen	\$ 1,000,000	CDOT	\$ 590,000	EOTC	\$ 271,000	RFTA	\$ 300,000	Total	\$ 2,161,000
Entity	Amount												
Apen	\$ 1,000,000												
CDOT	\$ 590,000												
EOTC	\$ 271,000												
RFTA	\$ 300,000												
Total	\$ 2,161,000												

	<p>treatment for transit, would enable RFTA to promote the use of transit during construction on the roundabout, which would help achieve to goals:</p> <ul style="list-style-type: none"> • Provide an incentive for people to use transit during the construction period, helping reduce automobile congestion. • Help rebuild transit ridership that has been heavily impacted by the pandemic. <p>7. The precedent for the proposed partnership was established in 2017, when RFTA, the Elected Officials Transportation Committee (EOTC) and Garfield County, jointly contributed \$815,695 for transit mitigation services during the Grand Avenue Bridge construction project.</p> <p>8. Whereas the Grand Avenue Bridge serves as the gateway to Glenwood Springs and the Roaring Fork Valley, the Maroon Creek Roundabout serves a similar purpose at the Entrance to Aspen.</p> <p>9. CDOT requested RFTA's to be a partner in this project and has crafted contract to memorialize RFTA's commitment to provide \$300,000 towards the cost of reconstructing the Maroon Creek Roundabout. A disbursement of RFTA's share of the project cost will not be necessary until 2022.</p> <p>10. CDOT has been a valued partner of RFTA over the years, building park and ride facilities, bus pull-offs and bus stops, and bus lanes in the Highway 82 corridor, as well as purchasing buses. CDOT is RFTA's primary source of grant revenue for transit operating and capital costs, recently contributing \$3.05 million to the 27th Street Grade-Separated Pedestrian Crossings' Project.</p> <p>11. CDOT recently indicated awarded RFTA approximately \$19.3 million in Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) of 2021 grant funds, which will position RFTA to participate as a partner in this project without it becoming a significant financial burden.</p>
Governance Policy:	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)."
Fiscal Implications:	Approval of the contract with CDOT, subject to annual appropriations, commits RFTA to a \$300,000 contribution for the Maroon Creek Roundabout reconstruction project.
Attachments:	Yes, please see letter CDOT letter attached on the next page. Also for a copy of the contract, click on https://www.rfta.com/wp-content/uploads/2021/08/complete-draft-ola-rfta-23134-331002501-jul-21-2021_final.pdf , or see "Complete Draft OLA RFTA (23134) 331`0021501 Jul 2021_Final.pdf" included in the August 2021 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda packet.



COLORADO
Department of Transportation
Region 3
Glenwood Springs Resident Engineer 202 Centennial
Drive
Glenwood Springs, CO 81601

Dan Blankenship RFTA CEO

23134 – SH82 AABC to Aspen Maroon Creek Roundabout Partnership Funding Request

Mr. Blankenship,

CDOT currently has a project under development to treat the roadway surface on SH82 between the Aspen Airport Business Center and the Castle Creek Bridge, project 23182 – SH82 AABC to Aspen. As part of this CDOT funded project we are considering reconstructing the Maroon Creek roundabout in concrete pavement and simultaneously making some select safety and operation improvements to the roundabout in addition to the original scope of the project, an asphalt mill and fill between the AABC to the Castle Creek Bridge.

The Maroon Creek Roundabout is a critical highway facility that serves as the gateway to the City of Aspen, the Aspen Valley Hospital, Aspen Highlands Ski Area and countless other recreational opportunities up the Maroon Creek and Castle Creek valleys. The roundabout has recently seen accelerated surface deterioration and congestion due to age and increased traffic volumes. Most notably the roundabout suffered a severe pavement blowout in the winter of 2019 causing additional travel delays until the weather improved enough to allow the roadway to be patched. This event was the genesis of the current concreting effort after CDOT was approached by the City of Aspen to consider reconstructing the roundabout in concrete. Since concrete has a much longer lifespan than asphalt and the City of Aspen was offering financial participation CDOT decided to pursue the reconstruction.

As part of the concrete reconstruction CDOT is taking the opportunity to include select operational and safety improvements. These improvements include the realignment of the up-valley entrance to the roundabout to increase the deflection and reduce the entrance speed of traffic. Other identified improvements are the extension of median islands in to the circulating path and the replacement of the painted spiral with a curbed spiral to reduce the amount of improper and unsafe maneuvers through the roundabout.

The reconstruction of the roundabout is currently estimated to cost approximately \$2.53 million dollars, much of this cost being attributable to the extensive phasing efforts required to maintain traffic through the roundabout for the duration of the reconstruction. The City of Aspen has generously committed \$1 million dollars towards this effort. CDOT is fully funding the design of this reconstruction which is estimated to cost approximately \$100k. CDOT also intends to contribute \$140k of state COBRA funds and \$350k of surface treatment funds originally allocated to treat the roundabout as part of the SH82 AABC to Aspen project.

Pitkin County and the EOTC have also indicated a willingness to contribute to the project but no funds have been committed at this time.

The EOTC was asked to contribute \$271k towards the project, which is equivalent to the project cost multiplied by bus traffic percentage travelling through the roundabout, multiplied by 3, the passenger car equivalency of a bus. There is another component of bus impacts worth considering in addition to their operational footprint mentioned above. That is the pavement damage caused by the busses. For your information, in pavement design the wear on pavement is calculated based on equivalent single axle loads (ESALs). A bus has an ESAL of 0.57, while a car has an ESAL in the ballpark of 0.0002. Based on the traffic volume percentages and ESAL figures busses are impacting the roundabout pavement at a rate roughly 100 times more than passenger cars.

CDOT is requesting RFTA participates as a funding partner for this project in the amount of \$300k. RFTA has been a critical partner for CDOT since its inception. RFTA's excellence in operating its rural bus network has saved countless vehicle trips from CDOT's network and has subsequently prolonged the operational functionality of our facilities. RFTA's agility and responsiveness during the Grand Avenue bridge project was instrumental in delivering that successful project. Please consider continuing that history of partnership by participating financially in this project to help deliver another important infrastructure project to the Roaring Fork Valley.

The 23182 – SH82 AABC to Aspen project is currently scheduled to be put out to bid in the Fall of 2021 for summer 2022 construction. If CDOT is not able to gather adequate funds for the concrete roundabout reconstruction the project schedule will be maintained and the roundabout will instead be repaved in asphalt as originally planned, with no safety or operational improvements being made. If the full amount requested is not available any amount RFTA has available to contribute would be welcome and help bring the project closer to fruition.

Please consider participating as a funding partner for this project. This project will provide a more durable, better operating facility for many years to come for to help RFTA deliver on its mission and have greater travel time reliability. Contact me with any questions about the project or the associated funding request.

Sincerely,

Andrew Knapp, P.E.
Resident Engineer

R3 - Glenwood Springs Residency C

970.456.3960 | F 970.947.5133

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 6. E.

Meeting Date:	August 12, 2021
Subject:	Intergovernmental Agreement for 27 th Street and SH-82 Underpasses
Strategic Outcome:	1. SAFE CUSTOMERS, WORKFORCE AND GENERAL PUBLIC 2. ACCESSIBILITY AND MOBILITY
Strategic Objective:	1.1 Customers are safe at RFTA facilities and riding RFTA services 1.2 The Public is safe and comfortable using the Rio Grande trail 2.2 Transit and trail users move safely, quickly and efficiently 2.6 Identify and reduce barriers to riding transit and accessing trails
Presented By:	Kurt Ravenschlag, Chief Operating Officer Mike Hermes, Director of Facilities
Staff Recommends:	Staff recommends approval of the attached Intergovernmental Agreement between the Roaring Fork Transportation Authority and the City of Glenwood Springs outlining the cost sharing, ownership and maintenance of the SH-82 and 27 th Street underpasses within the City of Glenwood Springs.
Executive Summary:	<p>RFTA, City of Glenwood Springs, the Colorado Department of Transportation (CDOT) and other entities have collectively appropriated approximately \$10.399 million to complete two Pedestrian Underpasses of State Highway 82 (SH82) and 27th Street located in the right of ways of State Highway 82 (CDOT), 27th Street (City) and Rio Grande Corridor (RFTA) located in the City of Glenwood Springs, CO.</p> <p>RFTA desires by this Agreement to help coordinate, fund, construct and establish maintenance and operations of the Project, in accordance with the conceptual plans attached as Exhibit "A."</p> <p>Pursuant to the terms of the attached intergovernmental agreement, RFTA agrees to assume the primary responsibility with regard to funding, managing and constructing the Project. With this agreement, RFTA and City enter into setting the obligations of the City and RFTA for long-term maintenance and operations of the Underpasses that cross SH82 and 27th Street. RFTA will own the Underpass that crosses 27th Street. The City will own the underpass that crosses SH 82. See Exhibit B Ownership.</p>
Background/ Discussion:	<p>The Rio Grande Trail currently crosses 27th street at grade within the railroad right of way owned by RFTA. The Rio Grande trail is one of the main bike routes through Glenwood Springs and provides Glenwood with trail access to the upper valley. The 27th Street intersection experiences a high volume of traffic especially at peak travel times and a grade separated pedestrian crossing for the Rio Grande trail across 27th street would benefit both the function of the intersection for vehicles by removing the pedestrian phase from the intersections signal and enhance the safety for the pedestrians utilizing the Rio Grande trail by removing them from the intersection.</p> <p>The pedestrian crossing of highway 82 at 27th street in Glenwood Spring is difficult for pedestrians to negotiate and it is a barrier to people trying to access the RFTA BRT station at this location. A grade separated pedestrian crossing across SH 82 at this</p>

location would benefit both pedestrians attempting to cross the highway and the function of the intersection by removing the pedestrian phase from the traffic signal.

The following Table represents currently identified funding to construct the two underpasses of 27th street and SH-82:

Table 1. Funding of 27th street and SH-82 underpasses

Source	Amount
RFTA 2040 Funds (including design efforts)	\$4.279 million
RFTA 2040 Service Reallocation	\$2.27 million
CDOT Multimodal Options Funds (MMOF)	\$1.1 million
CDOT Transportation Alternatives Program (TAP)	\$1.0 million
CDOT Regional Priority Project (RPP)	\$1.0 million
CDOT Revitalizing Main Streets	TBD
Garfield County Federal Mineral Lease District	TBD
City of Glenwood Springs	\$0.75 million
Total Committed Funding	\$10.399

Governance Policy:

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).”

Fiscal Implications:

The attached IGA spells out funding contributions as seen in Table 1 of this Agenda Summary as well as ongoing maintenance and ownership responsibilities.

Attachments:

Yes, please click on “[IGA - RFTA 27th Street SH-82 Pedestrian Crossing IGA.pdf](#),” “[Hwy82PUP-IGA-ExhibitA – Maintenance.pdf](#),” and “[Hwy82PUP-IGA-ExhibitB – Ownership.pdf](#),” or find these documents in the August 2021 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet.

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

Meeting Date:	August 12, 2021												
Subject:	Adoption of Proposed Reduction of the Youth Fare ages 6 – 16 or 6-19 to a One Dollar System-wide Flat Fare												
Strategic Outcome:	2. ACCESSIBILITY AND MOBILITY												
Strategic Objective:	2.5 Ensure accessibility for youth, low income, seniors and disabled populations 2.6 Identify and reduce barriers to riding transit and accessing trails												
Presented By:	David Johnson, Director of Planning												
Staff Recommends:	<p>To provide more affordable youth fares, improve mobility options for a large group of travelers, including families, and to promote the use of public transit, staff recommends:</p> <ol style="list-style-type: none"> 1. Changing the youth fare from \$1 off of the full adult cash fare to a flat \$1 per ride on any RFTA regional commuter bus, and 2. Extending the age range covered by the Youth Fare from 6 through 16 years old to 6 through 18 years old (Children ages five and younger would still ride fare free) <p>With this change, RFTA would also eliminate all current monthly youth pass programs and advocate using the \$40 discounted stored value card in lieu of a youth pass.</p>												
Executive Summary:	<p>At the June Board meeting staff presented the Proposed Youth Fare changes, and the Board provided direction to staff to analyze the financial impact of extending the age range covered by the Youth Fare up to 18 or 19 years old. RFTA contracted with Warner Transportation Consulting, who has experience with modeling RFTA’s fares and ridership. Warner’s analysis has been completed and his report has been provided for your reference.</p> <p><u>Ridership and Fare Revenue Impacts</u></p> <ol style="list-style-type: none"> 1. Warner assumes that the Youth Fare Change would induce two types of trips: (1) added boardings by youth travelers, and (2) added boardings by accompanying full-fare adults who would take added trips because RFTA is now a more affordable option for a <i>family trip</i>. In terms of added boardings by youth travelers, the industry standard of -0.3 mid-point arc elasticity (which means that a 10 percent increase in the fare would yield a 3 percent drop in ridership) is a reasonable <u>low estimate</u> of induced youth travel. A suitable <u>high estimate</u> of induced youth travel is assuming the number of RFTA trips by each eligible age group exactly doubles under the proposed youth fare change. 2. Added boardings by accompanying full-fare adults: Warner assumes the share of induced youth trips with an accompanying full-fare adult as follows: <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="4" style="background-color: #800000; color: white;">Percent of added youth boardings with an accompanying full fare adult</th> </tr> <tr> <th style="background-color: #800000; color: white;">up to age 16</th> <th style="background-color: #800000; color: white;">17 year olds</th> <th style="background-color: #800000; color: white;">18 year olds</th> <th style="background-color: #800000; color: white;">19 year olds</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">20%</td> <td style="text-align: center;">10%</td> <td style="text-align: center;">5%</td> <td style="text-align: center;">0%</td> </tr> </tbody> </table>	Percent of added youth boardings with an accompanying full fare adult				up to age 16	17 year olds	18 year olds	19 year olds	20%	10%	5%	0%
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The following two tables show the net ridership and revenue impacts of these low and high estimates in relation to pre-COVID-19 annual ridership and fares.

<u>net effects--low estimate</u>	added			revenue from	net revenue	
riders	added youth boardings	accompanying full fare	% of base yr boardings	added boardings	(with existing youth riders)	% of base yr revenue
up to age 16	40,091	8,018	2.3%	54,837	-136,971	-2.5%
up to age 17	50,207	9,030	2.9%	65,467	-170,642	-3.1%
up to age 18	58,826	9,461	3.3%	73,951	-216,999	-4.0%
up to age 19	84,533	9,461	4.6%	95,548	-292,057	-5.3%

<u>net effects--high estimate</u>	added			revenue from	net revenue	
riders	added youth boardings	accompanying full fare	% of base yr boardings	added boardings	(with existing youth riders)	% of base yr revenue
up to age 16	103,514	20,703	6.0%	141,587	-50,221	-0.9%
up to age 17	131,829	23,534	7.5%	171,433	-64,676	-1.2%
up to age 18	159,850	24,935	9.0%	198,903	-92,047	-1.7%
up to age 19	206,955	24,935	11.3%	238,623	-148,981	-2.7%

While it may be possible for a 19 year old to be in high school, a more likely age range to cover the youths through high school would be up to age 18. Under the scenario of youth fare for ages 6 to 18 years, the low estimate of added youth boardings is 85,000 and the added accompanying full-fare adult ridership is 9,500, with an estimated net revenue reduction of (\$217,000). The high estimate of added youth boardings is 160,000 and added accompanying full-fare adult ridership is 25,000 with an estimated net revenue reduction of (\$92,000).

Bus Capacity Impacts

Warner asserts that estimated ridership increases would not be an issue now, as the ridership is still down approximately 40 percent from pre-COVID-19 levels. The increase in youth (and family) ridership would also disproportionately occur during off-peak time periods, says Warner, when RFTA buses have enough otherwise empty seats to handle the added demand. Thus, it seems unlikely that the induced riders in response to the fare change would lead to a crowding problem, or otherwise discourage demand by full-fare adults.

Based on the results of the analysis performed by Warner, staff recommends changing the youth fare from \$1 off of the full adult cash fare to a flat \$1 per ride on any RFTA regional commuter bus and to extend the ages covered under the Proposed Youth Fare change from age 16 to 18 in order to cover youths through high school. The benefits of providing more affordable youth fares, improving mobility options for a large group of travelers, including families, and promoting the use of public transit, appears to outweigh the estimated net revenue reductions (ranging from \$92,000 to \$217,000) from pre-COVID-19 annual fare revenues of approximately \$5 million.

**Background/
Discussion:**

1. Currently, the youth fare for ages 6 through 16 provides a discount of \$1 off of the cash fare. That amount of discount made sense 30+ years ago when the fares were much lower, but the amount of the youth discount never changed when fares were subsequently raised several times over the decades. Today, as an example, the cash fare from Glenwood Springs to Aspen is \$7 and, with the \$ 1 discount, the youth fare is \$6. Currently, it would cost two adults with three children \$64 for a round trip from Glenwood Springs to Aspen if the cash fare was paid. With a discounted stored value card (which provides approximately a 26% discount), the cost would be approximately

\$47.36; still a sizeable amount that could deter many families from using transit for intraregional travel.

2. By comparison, with the proposed \$1 per ride youth fare, the same family round-trip cost using a discounted stored value card would be approximately \$25.16, or \$22.20 less expensive than the current cost with a stored value card. While still a significant sum, when the cost of driving one's own automobile and potentially paying for parking are added into the equation, the difference is not as great.
3. Reducing the youth fare to a \$1 flat fare would be relatively easy to administer. It would allow families to use RFTA more affordably at any time, reducing the need for a specific family pass; avoiding the proliferation of passes when there already are numerous passes of which Bus Operators must keep track.
4. With this change, 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.
5. According to the 2016 on-board survey, approximately 3.1% of regional commuter bus service passengers were under 16 years of age; a relatively small percentage likely because the cost per ride was prohibitive for passengers in this age group and their families. As a result, especially during COVID-19 when ridership is approximately 55% of what it was in 2019 year-to-date through July 2021, a reduction in the Youth Fare for 6 – 16 year olds should not have a significant near-term impact on fare revenue. The hope is that a lower fare would stimulate ridership among youths and their families and reduce the need for parents to drive their children around the region because the bus fare is too expensive.
6. However, according to the 2016 on-board survey information, approximately 19% of respondents were 16 – 18 (Note: 2016 survey information is being used because the USPS lost most of the 2018 surveys, reducing the sample size for the tabulated survey). While extending the \$1 flat Youth Fare to youths 16 – 18 or 19 would be beneficial by providing an incentive for them to ride the bus rather than drive themselves or be driven by family members, the financial impact to RFTA resulting from this change could be more significant.
7. At the June 2021 Board meeting, RFTA staff presented the Proposed Youth Fare Changes and asked the Board to consider reducing the youth fare from a \$1 off the cash fare to a flat \$1 fare for ages 6-16 and recommended that consulting assistance be retained to analyze the financial impact of extending the youth fare age range from 16 to the age of 18 or 19. The Board appeared generally supportive of reducing the youth fare, and due to the interest of extending the youth fare to cover those students in high school, the Board directed staff to complete the financial analysis of the impact of extending the youth fare up to age 18 or 19. Since then, staff has worked with the consultant, Warner Transportation Consulting, and the analysis has been completed to share at the August Board meeting.
8. If the RFTA Board approves any changes to the Youth Fare at the Public Hearing scheduled for the August 12 Board meeting, it could become effective at the beginning of the Fall season, on September 6, 2021, in time for the new school year.

Governance Policy:	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).”																																		
Fiscal Implications:	<p>Fiscal implications are summarized in the table below, according to Warner’s estimates. The estimated net reductions in fare revenues are in relation to pre-COVID-19 annual fare revenues of approximately \$5 million. Due to the impacts of COVID-19, RFTA’s fare revenues declined by 44% from \$5.2 million in 2019 to \$2.9 million in 2020. In 2021, fare revenues have increased by 72% from \$900,500 YTD June 2020 to \$1.5 million YTD June 2021, and this improvement is a result of increased demand and the change from 50% to 100% seated capacity. The Proposed Youth Fare change would not necessarily reduce estimated fare revenues, but it would take longer for RFTA to recover its fare revenue while helping RFTA recover its ridership quicker.</p> <table border="1" data-bbox="362 535 1523 808"> <thead> <tr> <th colspan="5">Revenue Impact of Adopting Flat \$1 Youth Fare</th> </tr> <tr> <th rowspan="2">Age</th> <th colspan="2">Low Estimate</th> <th colspan="2">High Estimate</th> </tr> <tr> <th>Revenue</th> <th>% of base year</th> <th>Revenue</th> <th>% of base year</th> </tr> </thead> <tbody> <tr> <td>up to age 16</td> <td>\$ (136,971)</td> <td>-2.5%</td> <td>\$ (50,221)</td> <td>-0.9%</td> </tr> <tr> <td>up to age 17</td> <td>\$ (170,642)</td> <td>-3.1%</td> <td>\$ (64,676)</td> <td>-1.2%</td> </tr> <tr> <td>up to age 18</td> <td>\$ (216,999)</td> <td>-4.0%</td> <td>\$ (92,047)</td> <td>-1.7%</td> </tr> <tr> <td>up to age 19</td> <td>\$ (292,057)</td> <td>-5.3%</td> <td>\$ (148,981)</td> <td>-2.7%</td> </tr> </tbody> </table>	Revenue Impact of Adopting Flat \$1 Youth Fare					Age	Low Estimate		High Estimate		Revenue	% of base year	Revenue	% of base year	up to age 16	\$ (136,971)	-2.5%	\$ (50,221)	-0.9%	up to age 17	\$ (170,642)	-3.1%	\$ (64,676)	-1.2%	up to age 18	\$ (216,999)	-4.0%	\$ (92,047)	-1.7%	up to age 19	\$ (292,057)	-5.3%	\$ (148,981)	-2.7%
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Attachments:	Yes, please click on Memo dated August 5, 2021 from Warner Transportation Consulting RE: Analysis of the proposed deeply discounted youth fares, and options for implementation, or find “youth fare memo 2021--revised_c.pdf,” included in the August 2021 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda packet.																																		

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATIONS/ACTION ITEMS” AGENDA SUMMARY ITEM # 8. A.

Meeting Date:	August 12 , 2021
Agenda Item:	RFTA Board Retreat Summary
Strategic Outcome	7.0 High Performing Organization
Strategic Objective	7.5 Ensure appropriate transparency of all RFTA business
Presented By:	David Johnson, Planning Director
Recommendation:	Please provide comments and direction on the Retreat process and outcomes
Core Issues:	<p>RFTA conducted its annual Retreat on July 8 at the Third Street Center in Carbondale, with Michael Kinsley serving as the facilitator. Topics and outcomes of the meeting are summarized below:</p> <p>Post Pandemic Outlook and Needs</p> <ol style="list-style-type: none"> 1. Need to address long-term retention of drivers with wages, benefits, housing <p>First and Last Mile Mobility</p> <ol style="list-style-type: none"> 1. Standards for consistency and quality 2. Control and maintain accountability of contractors who are involved with FLMM 3. Simple, consistent service across region 4. RFTA and We-cycle each have distinct and important roles <p>Climate Action</p> <ol style="list-style-type: none"> 1. Create baseline metrics for GHG emissions, and create measurable outcomes for whatever initiatives we choose, so we know where to focus our attention and resources 2. Our greatest impact on GHG emissions is providing quality public transportation, getting people out of cars 3. Consider impact fees for developers 4. Consider getting more involved in efficient land use/TOD, not just efficient transportation
Background Info:	Each year, the RFTA Board typically conducts a 6 or 7-hour Strategic Planning Retreat in lieu of the regularly scheduled Board meeting.
Policy Implications:	<p>RFTA Board Governance Process policy 4.3 states the following:</p> <ol style="list-style-type: none"> 1. The Board’s annual planning cycle will conclude each year on the last day of July so that administrative planning and budgeting can be based on accomplishing a one-year segment of long-term Ends. 2. The annual cycle will start with the Board’s development of its agenda plan for the next year. <ol style="list-style-type: none"> a. The Board will identify its priorities for Ends and other issues to be resolved in the coming year, and will identify information gathering necessary to fulfill its role. This may include methods of gaining

	ownership input, governance education, and other education related to Ends issues, (e.g. presentations by futurists, advocacy groups, demographers, other providers, staff, etc.).
Fiscal Implications:	Budget for the Retreat is approximately \$5,000 - \$10,000
Attachments:	Yes, please see Retreat Summary, attached below.

Retreat Summary

Post Pandemic

Key Points:

1. Need to address long-term retention of drivers with wages, benefits, housing

Notes

- RFTA's COVID policies are similar to other major transit agencies
- Labor shortage everywhere
- Driver Retention
- Increase wages
- More hours for drivers during off-season/consistency of hours
- Provide full benefits from start of RFTA employment
- Housing is needed to attract and retain drivers
 - Potential housing for drivers
 - RFTA should be involved in RETT
 - \$10 million allocated in Destination 2040 for Employee Housing
 - Buy more land and bank it for the future
 - Grants
 - Sales Tax for housing?
 - Valley wide effort
- Remote work could ease congestion
- A different kind of commuter now
- HOV Lanes in region
- Incentivize carpooling?
- Can we get more people to use transit?
- Safety Campaign to encourage bus use
- Keep bus fares down

First and Last Mile

Key Points

1. Standards for consistency and quality
2. Control and maintain accountability of contractors who are involved with FLMM
3. Simple, consistent service across region
4. RFTA and WE-cycle each have distinct and important roles

Notes

- RFTA's role in circulators
- Existing Contract with WE-cycle: currently a nonprofit
- Consistency of Service
 - Quality, fleet, maintenance, insurance
- Control cost, equity and access – how do we control contractors, maintain accountability?
- RFTA can be a funding resource for this operation
- Contracting of service and branding – brand uniformly as RFTA
- Share FLMM funding with the municipalities
- Utilize RFTA's grant/funding success as a funding resource
- Observe other bike share models, look to peer communities with FLMM
- Must use modern technologies
- Work with contractors with developed and tested technology
- Are we building duplicate programs?
- Rideshare companies (private, nonprofit) vs RFTA
- Dial-a-ride contract service expansions

Climate Action

Key Points

1. Create baseline metrics for GHG emissions, and create measurable outcomes for whatever initiatives we choose, so we know where to focus our attention and resources
2. Our greatest impact on GHG emissions is providing quality public transportation, getting people out of cars
3. Consider impact fees for developers
4. Consider getting more involved in efficient land use/TOD, not just efficient transportation

Notes

- Have a sense of our carbon footprint
- Are we actually creating the energies we are using (i.e. solar)?
- We need a way of measurement for climate action
 - Costs
 - Lifecycles
 - %s
- Where do we focus our attention and \$
 - More people out of cars?
 - Efficient Buildings?
- Establish a goal and timeline
- Set benchmarks
- What is our biggest impact?
 - It's getting people to use RFTA services
- Optimizing mobility = Efficiency
- We can do better getting people on buses, campaigning
- Can we reduce carbon emissions/passenger/miles?
- Propose "cost of RFTA services" to developers
- Be willing to make sacrifices immediately
- Timeline, Cost, Difficulty

- Where are we investing?
 - What do we get out of it? Bang for the Buck?
 - Lifecycle costs
 - Carbon impact vs \$
- Evaluate Project Contribution
 - Environment
 - Impact
 - Community
- RFTA's criteria for buildings is not concrete...yet
- Measuring system for RFTA's environmental goals
- Climate Action Plan: Transportation (24%) and buildings (58%)
 - We can control transportation emissions, through creative campaigning for ridership
 - RFTA may be able to control building emissions by adopting the building standards of the member jurisdiction with most stringent standards
- Increasing population = more emissions
 - How does this tie into ridership?
- Plan for TOD
 - Proactive Policies such as parking requirements and impact fees for developers (cost of services)
 - Create more affordable housing near transit
 - Developing projects with transit in mind (making sure that bus stops are built first, for instance)
- Influence policy in all jurisdictions

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 8. B.

Meeting Date:	August 12, 2021
Subject:	Background Presentation and Discussion Regarding RFTA Formation IGA, and Its Compatibility with RFTA’s Vision, Mission, Outcomes, and Smart Objectives
Strategic Outcome:	7. High Performing Organization
Strategic Objective:	7.5 Ensure appropriate transparency of all RFTA Business
Presented By:	Dan Blankenship, CEO
Staff Recommends:	Receive staff presentation, ask questions, and provide any direction needed.
Executive Summary:	<ol style="list-style-type: none"> 1. This is the first in a series of several staff presentations to the RFTA Board regarding the genesis and history of the Roaring Fork Transportation Authority (RFTA). 2. Because many members of the current RFTA Board are relatively new, staff believes that this is an opportune time to provide background regarding the origins of the current Roaring Fork Transportation Authority and the Intergovernmental Agreement that created it (in which various commitments and obligations are imbedded). 3. Questions have arisen over the past year about whether certain transit services that RFTA provides are consistent with its mission, among which is the Maroon Bells Shuttle. 4. Although staff believes that all services RFTA provides are generally consistent with its mission, or allowed or required by the RFTA formation IGA, Board members may view this issue differently, and should express their views on this subject. 5. To discontinue the provision of the Maroon Bells Shuttle, however, could require an amendment to the RFTA formation IGA. The IGA has been amended four times since it was executed and to do so requires an affirmative vote of 6 of 8 Board members.
Background/ Discussion:	Please see Executive Summary above.
Governance Policy:	RFTA Board General Executive Constraint Policy 2.0 states, “The CEO shall not knowingly cause or allow any practice, activity, decision or organizational circumstance that is unlawful, unethical, imprudent, in violation of the Intergovernmental Agreement, or in violation of commonly accepted business practices.”
Fiscal Implications:	None.
Attachments:	Yes, please click on “ Regional Transportation Authority Background.pdf ,” or find this document included in the August 2021 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda packet.

**RFTA BOARD OF DIRECTORS MEETING
“PRESENTATIONS” AGENDA SUMMARY ITEM # 8. C.**

Meeting Date:	August 12, 2021
Agenda Item:	Preliminary Planning Initiatives, Assumptions and Issues for 2022 RFTA Budget
Strategic Outcome:	4.0 Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
Recommendation:	Discuss 2022 budget overview information and provide staff with direction.
Core Issues:	<ul style="list-style-type: none"> ○ On a fund basis, staff will highlight issues associated with the 2022 budget and seek direction from the Board. A list of budget assumptions, issues and highlights is provided on the following pages. ○ The 1st draft budget will be presented for the Board’s consideration at the September 9, 2021 meeting. ○ The 2nd draft budget will be presented for the Board’s consideration at the October 14, 2021 meeting. ○ The final budget will be presented for the Board’s review and adoption at the November 11, 2021 meeting. ○ Final Certification of Assessed Valuations from Pitkin, Eagle and Garfield Counties at the December 9, 2021 meeting.
Policy Implications:	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).”
Fiscal Implications:	Inaccurate forecasts of revenues and expenditures could result in the unanticipated use of fund balance in order to achieve the Authority’s goals and objectives.
Attachments:	Yes, please see the list of 2022 budget initiatives, assumptions, and issues provided on the following pages.



2022 Budget: Preliminary Planning Initiatives, Assumptions, and Issues

General Fund (including Service Contract Special Revenue Fund)

Budget Initiatives, Assumptions and Issues:

- Align budget with goals identified in RFTA's Strategic Initiatives.
- The initial budget should be a balanced budget and, if possible, add to fund balance. Any budgeted surplus may be used to fund projects or needs that may come up during the year through a supplemental budget appropriation resolution.
- The budget should adhere to the financial reserve thresholds in accordance with Policy 2.5.5.
- Consult with RFTA member jurisdictions' Finance Directors to obtain their sales tax revenue estimates for the budget year. RFTA's sales tax revenue estimates will be calculated based on the information provided by each jurisdiction. Update forecasts accordingly throughout the budget process.
- Consult with Pitkin, Eagle and Garfield County Assessors to obtain their preliminary certification of valuations of taxable property included in RFTA's district for the budget year. Property tax revenue estimates will be calculated based on the valuations received. Final certification of assessed valuations will occur at the December 2021 Board Meeting.
- Develop revenue estimates for Operating and Capital Grants, and other governmental contributions.
- The 2021 budget reflects Federal Assistance from the FTA Section 5311 Operating Grant of \$1,201,678 in 2021 to support our regional transit services. 2022 grant awards are anticipated to be awarded by the end of 2021.
- The 2021 budget reflects State Assistance from the CDOT FASTER Operating Grant was \$200,000 to support our I-70 regional transit Hogback Service. 2022 grants are anticipated to be awarded by the end of 2021.
- The 2021 budget reflects assistance from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and CARES Act Phase 3 (Winter Surge), in the amount of \$19,547,419 to support the operations for RFTA's regional services during the COVID-19 pandemic.
- The Elected Officials Transportation Committee (EOTC) contributed \$813,678 in 2021 to support the No-Fare Aspen/Snowmass regional transit services. In the [May RFTA Board Agenda Packet](#), the CEO report included an update on staff's efforts to consider the EOTC's request to discuss having RFTA assume all or a portion of the No-Fare service fare offset due to the anticipated reductions in EOTC revenues as a result of the tax law change from HB19-1240. A third party consultant has been utilized to provide an analysis of the potential for the transfer of the No-Fare service fare offset from the EOTC to RFTA. After completing its review, staff plans to present the consultant's report to the Board and make a recommendation to the Board for their consideration during the 2022 budget planning process.

- The 2021 budget reflects \$500,000 contribution from Garfield County in 2021 to support the Grand Hogback bus service. Initial reports indicate that the 2022 contribution amount may continue to be the same; however, staff will confirm their contribution final for 2022.
- The 2021 budget includes a \$20,000 contribution from the City of Rifle to support the Grand Hogback bus service and staff will confirm their contribution for 2022.
- Develop Transit Service Plan, initially, assuming baseline service levels (pre-COVID-19) with updates for seasonal date changes. Staff will cost out potential adjustments to services that may be requested by RFTA and its contracting partners:
 - Highway 82 Corridor/BRT Service
 - Grand Hogback I-70
 - Aspen Skiing Company service contract
 - City of Aspen municipal service contract
 - City of Glenwood Springs municipal service contract
 - Maroon Bells Bus Tour and reservation system
- Adjustments to service hours and miles will result in adjustments to Bus Operator shifts, Mechanic positions, parts and fuel.
- Consider adjustments to services, if necessary, before recommending the use of fund balance.
- Departments will submit their draft budget requests which can include new operating initiatives and positions. Management will evaluate and prioritize each new initiative and position base on need, available resources and how they fit with RFTA's strategic initiatives. Priority items will be presented along with the draft budget.
- Departments will submit their capital item and project requests. Management will evaluate and prioritize them based on need, available resources and how they fit with RFTA's strategic initiatives. Priority items will be presented along with the draft budget. Capital grants will be strategically pursued to help fund these items and only those that are awarded will be included in the budget or presented in a supplemental budget appropriation resolution over the course of the budget year. Financing options will also be considered, as needed.
- Due to timing issues, any unexpended capital items and projects (and any related grant revenues) budgeted for in 2021 may need to be re-budgeted in 2022 in order to complete the project.
- Any additional Board priorities should also be incorporated into the budget's planning assumptions.

New Budget issues:

- The COVID-19 global pandemic has disrupted consumer behaviors and supply chains which has resulted in inflationary pressures and an increase in the cost for materials, goods, and fuel. The mountain migration experienced in RFTA's service area as reported last June by the Northwest Colorado Council of Governments has further increased the lack of affordable housing available to sustain the level of the full-time workforce needed. The national shortage of bus drivers and workers have further increased the ongoing challenges for RFTA with respect to its hiring needs. These factors are anticipated to have an impact on RFTA's 2022 budget.
- In 2020, RFTA benefited from CARES Act (Phases 1 & 2) grant funds of \$8.5 million, and in 2021, RFTA his benefitting from CRRSAA and CARES Act Phase 3 grant funds of \$19.5 million. These federal stimulus and relief programs are intended to support the continuance of RFTA's essential regional transit services throughout the COVID-19 pandemic and help offset additional costs incurred

and also any revenue shortfalls experienced. These programs allow RFTA to seek reimbursement on eligible costs incurred since early 2020 through 2022. RFTA drew down on the initial \$8.5 million in 2020 and anticipates drawing down on the entire \$19.5 million by the end of 2021 or early 2022. These funds have freed up local revenues that has resulted in a surplus in 2020 and a surplus is also anticipated in 2021 both increasing RFTA's fund balance and reserves. The ongoing threat of the COVID-19 pandemic and its impacts are expected to continue. Without any new federal assistance programs, RFTA has a stronger fund balance and level of reserves that it can consider to utilize, as needed, to navigate through the uncertainty in the upcoming year while moving forward with prioritized strategic initiatives.

Continuing Budget issues and considerations:

- The ongoing threat of COVID-19 and variants are anticipated to continue. The significance and duration of the overall impacts are difficult to reasonably estimate at this time. RFTA plans to continue its enhanced safety measures with respect to the continuation of personal protective equipment, disinfecting & fogging, and capabilities for virtual meetings and teleworking arrangements wherever applicable. Staff will assume 100% of seated capacity and baseline service levels (pre-COVID-19) for the upcoming year; however, staff will continue to monitor the conditions.
- The impacts created by the spread of COVID-19 have had a material impact on the economy within the RFTA service area. So far in 2021, as public health orders loosened up and businesses reopened, revenues have been improving. The timing of the recovery is based on several factors including public health orders and the consumption of goods and services. Through May 2021 (or June collections), sales and use tax revenues have increased by approximately 21% compared to prior year actuals. Through June, regional transit fares have increased by 50% compared to prior year actuals primarily due to increases in demand and the change from 50% to 100% seated capacity in June. However, mudslides and highway closures may increase the cost of goods and services, while also negatively impacting revenue from tourism. Staff will continue to maintain a conservative approach regarding budgeting.
- For the 2021 tax year, with collections in 2022, the current residential assessment rate of 7.15%, the current commercial assessment rate of 29%, and the full 2.65 mill levy will be assumed for the 2022 budget. Colorado law requires a two year reassessment cycle for all property, and all properties are reassessed every odd-number year. For the 2021 tax year (2022 collection year), the assessor uses sales data from a 24-month period from July 1, 2018 ending June 30, 2020 to establish real property value. 2022 is a reassessment year. Staff will work closely with the Assessors in Pitkin, Eagle and Garfield Counties to obtain preliminary and final assessed valuations within RFTA's district.
- For 2022, management continues to utilize fixed-price transit diesel fuel contracts to manage the volatility normally associated with fuel prices. As of March 2021, almost half of RFTA's estimated diesel fuel needs for 2022 have been locked and reflects a price decrease of approximately 7% compared to the 2021 budgeted weighted average. Fuel prices have increased significantly since then and staff continues to work with its fuel vendor to monitor pricing and opportunities to lock additional gallons for 2022. Our current CNG pricing will be assumed in our budget preparations.
- Historically, RFTA has experienced annual increases in healthcare costs. In 2020 and 2021, medical premiums reflected a 4% increase, with no changes in Dental and Vision premiums. The preliminary estimated annual increase for 2022 is anticipated to be around 10%; however, more information will become available in September. Staff continues to review the current plan design to identify possible changes for consideration, if any.
- Historically, the high cost of living in the Roaring Fork Valley has challenged the Authority's ability to hire and retain qualified personnel. Management continues to review and refine RFTA's compensation package with respect to wages, incentive programs, and benefit enhancements, including employee housing, in order to remain competitive in the local job market. As part of the biennial compensation

review, a market survey has been conducted in July for all positions and management is currently reviewing the results before making a recommendation to the board for any adjustments to be made and timing of those adjustments. The Collective Bargaining Unit comprised of full-time bus operators are subject to scheduled pay increases in accordance with their contract, which was recently renegotiated and approved by the RFTA board, effective July 1, 2021.

- Year-to-date RFTA employee housing rental income has increased by approximately 22% from the prior year primarily due to the increase in number of units being managed. Staff will continue to monitor the local rental housing market, current rental leases, and anticipated new hires during the budget preparations.
- Request for Funding Application Forms are required to be completed by organizations seeking financial support. The deadline for requests related to the 2022 budget year will be in September. Staff will review funding applications and present them in the draft budget submitted to the Board. The following represent multi-year funding request that were submitted and approved during the previous budget planning cycles and effective in 2022:
 - **WE-cycle:** At the June 8, 2017 Board meeting, the RFTA Board approved a five-year \$100,000/year (subject to annual appropriation) WE-Cycle – RFTA Partnership Agreement. Starting with the 2018 budget year, the funding request was approved by the RFTA Board. WE-cycle is a 501(c)(3) non-profit organization serving Aspen and Basalt to support bike sharing operations. Funds will be used to help support WE-cycle’s strategic and operational direction, structure, and planning efforts to benefit existing and future bike share services within the Roaring Fork Valley. These funds will provide WE-cycle with essential stability as it plans for its services year over year by allowing WE-cycle to retain year-round office space and support high-level director level positions to provide for a stable and consistent organizational framework. The \$100,000/year contribution to WE-cycle will be incorporated into the 2022 draft budget, which will represent the final year of the five-year funding request. In 2021, there was a supplemental request approved for \$80,000 to WE-cycle to continue supporting financial and administrative services through a contracted CFO in order to enable its Executive Director to begin working on WE-cycle/RFTA integration and planning efforts to ensure the long-range sustainability of existing and future regional bike share services. WE-cycle anticipates the need to continue the financial and administrative services in 2022 and a supplemental request in excess of the \$100,000 contribution.
 - **Garfield Clean Energy (GCE):** Starting with the 2021 budget year, the RFTA Board approved a three-year funding request for \$30,000/year (subject to annual appropriation) to support three key program areas and projects: (1) Active Energy Management consultation services to RFTA for its facilities, and hosting of RFTA facilities on the Building Energy Navigator website. (2) Programs to promote and increase availability/use of multi-modal transportation, and adoption of electric and CNG vehicles. (3) Organizational administration, outreach, education, website and reporting.
- Other issues and priorities as identified by the Board.

Bus Stops/PNR Special Revenue Fund

Budget Initiatives, Assumptions and Issues:

- Develop Vehicle Registration Fee estimate based on historical data and trends.
- Budget bus stops and park and ride operating expenditures based on historical data, trends and needs.
- Similar to the current year, additional resources needed to fund the operating and maintenance costs associated with BRT stations and park and rides will be transferred from the General Fund using available Sales Tax Revenues.

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 8. D.

Meeting Date:	August 12, 2021
Subject:	Regional Bike Share/First and Last Mile Mobility (FLMM) Update
Strategic Outcome:	2.0 ACCESSIBILITY AND MOBILITY
Strategic Objective:	2.4 Provide increased first and last mile options for customers throughout service area
Presented By:	David Johnson, Director of Planning
Staff Recommends:	Update Only
Executive Summary:	<p>Destination 2040 committed approximately \$1.2 million in capital funding and about \$550,000 per year in operating funds for the expansion of the WE-cycle bike sharing program to Carbondale and Glenwood Springs, where no bike share currently exists, and for bike share expansion in Aspen and Basalt.</p> <p>In March 2021, RFTA enlisted Toole Design to help develop a bike share implementation and/or expansion plan for each of RFTA’s member jurisdictions. More detailed information is provided in the background section.</p> <p>This section contains a summary of progress to date and a schedule of future activities.</p> <p>Governance Model One of the key outcome goals is to identify the appropriate planning, operating, financing, and governing framework for regional bike sharing, in consultation with the participating RFTA member jurisdictions.</p> <p>Since the beginning of the study, Toole has been researching potential peer bike share systems and discussing the optimal operating framework with RFTA, We-cycle and the local jurisdictions. The preferred short-term recommendation is an enhanced non-profit governance model. This will involve a multi-year contract between RFTA and WE-cycle, and service agreements between WE-cycle and local agencies. In the long term, it may be beneficial for RFTA to take over regional bike share system, but this interim governance structure will provide for continuity of the bike share system, and the ability to adapt and evolve. Significant changes to bike share governance at this point could disrupt operations.</p> <p>Regional Bikeshare System Planning Toole Design is current refining unit cost estimates of key bike sharing equipment, developing bikeshare system plans for each community, and preparing funding scenarios (recognizing that Destination 2040 funding is unlikely to support all capital and operating needs).</p> <p>First and Last Mile Mobility While bike sharing is the first priority, and it will be challenging to develop, fund, and operate a regional bike share system; discussions about other FLMM opportunities may</p>

arise and other viable FLMM strategies could be considered. Research on FLMM strategies continues.

Schedule

A summarized schedule is outlined below. Please see the attached Power Point for a more detailed schedule.

August

- Public Outreach continues
- Bike Share system planning: # of stations, bikes, e-bikes, etc.
- Governance structure revisions
- Funding: Potential sources, how to allocate specific funding versus shared resources, cost agreements (perhaps modeled after Garfield County Traveler 7-party MOU)
- Financial Pro-forma
- FLMM Typology and Case Studies

September

- Summarize Public Input
- Prepare draft bikeshare system plans for each community
- Prepare draft cost analysis for system plans in each community
- Prepare draft funding assessment
- Review Deliverables
- TAC Meeting #5: Preliminary system plan, cost analysis, funding assessment, preliminary FLM typologies, case studies, summary of public input

October

- Optional local Council briefings (TAC member responsibility)
- Incorporate feedback to finalize bikeshare system plans, Cost and funding plans
- Finalize governance recommendations:
- Bikeshare implementation plan
- Preliminary FLM recommendations and prioritization
- TAC Meeting #6: Final bikeshare plans, governance model, FLM recommendations and prioritization

November

- Recommended local Council briefings (TAC member responsibility / RFTA staff to attend/present)
- Draft bikeshare report for comment

December:

- Final TAC meeting: Finalize FLM recommendations
- Staff present to RFTA Board for update
- Distribute Draft FLM report for comment
- Final reports

January 2022

- Present to RFTA Board for Adoption

**Background/
Discussion:**

Destination 2040 committed approximately \$1.2 million in capital funding and about \$550,000 per year in operating for the expansion of the WE-cycle bike sharing program to Carbondale and Glenwood Springs, where no bike share currently exists and for bike share expansion in Aspen and Basalt.

RFTA enlisted Toole Design to help develop a bike share implementation and/or expansion plan for each of RFTA’s member jurisdictions. The individual community plans should be integrated into a Regional Bike Share Plan, recognizing that each community will have unique bike sharing goals and needs; levels of investment; levels of current implementation; and other unique policies or preferences,. The plan will need to estimate each community’s operating and capital costs and identify shared regional costs. Cost sharing agreements and a regional cost allocation plan will need to be developed by and among RFTA and the participating communities.

One of the underlying assumptions in the Destination 2040 financing plan was that new RFTA property tax revenue designated for the list of capital improvements, including bike share, would be insufficient to fund 100% of the project costs. Consequently, the financing plan assumed that RFTA would use Destination 2040 funding to leverage grants and develop partnerships to achieve full funding for its list of capital projects.

RFTA’s expectation is that it will need to form financial partnerships with its member jurisdictions as well as seek grants in order to obtain adequate resources to purchase bike share equipment and infrastructure and operate and maintain the bike share systems and services in each community that falls under the Destination 2040 bike share “expansion” heading, i.e. Glenwood Springs, Carbondale, Basalt, and Aspen. Funding and partners will also need to be identified and sought in order to implement and/or expand bike share in the communities of Snowmass Village and New Castle, however, the distinction is that no Destination 2040 Plan funding bike share expansion funding was designated for them, so other sources of revenue will need to be identified

In 2019, RFTA and WE-cycle invested a considerable amount of effort to determine an appropriate structure for a long-term relationship, i.e. contractual or integration of WE-cycle with RFTA. For a variety of reasons, including COVID-19, no conclusions have been reached regarding the most suitable long-term partnership structure between RFTA and WE-cycle. As such, one of the key outcome goals of this study for both RFTA and WE-cycle is to identify the appropriate planning, operating, financing, governing framework for regional bike sharing, in consultation with, and buy-in from, the participating RFTA member jurisdictions.

While expansion of the bike share system is the first priority, RFTA anticipates that discussions about other FLMM opportunities may arise, and that alternatives to bike sharing may emerge, and other viable FLMM strategies could be considered.

RFTA has contracted with Toole Design to conduct the Regional Bike Share/First and Last Mile Mobility Study. The study consists of the following components:

1. **Existing Conditions Assessment:** Develop a thorough understanding of the existing system and the opportunities and challenges arising from the local, regional, state, and federal contexts.

	<ol style="list-style-type: none"> 2. Peer System Review: Review other applicable bike sharing programs and how they have prepared for expansion or transitioned to new ownership and operating models. 3. Regulatory Policy Development: Identify policies, permits, laws, and other regulations that may need to be refined or updated to implement a successful bike share program expansion. 4. Bike share Operations Framework: Identifying the future expansion scenarios, their expected equipment and technology needs, and a recommended operating framework. 5. Bike Share Financial Planning and Programming: Develop a financial pro-forma, which will compare expected capital and operating costs to available funding and expected revenues and determine what is possible within the Destination 2040 funding and what may need to be phased, deferred, or funded through other sources. 6. Bike Share Plan Finalization and Adoption: This is an advisory document and does not require formal adoption by the Board. <ol style="list-style-type: none"> A. First and Last Mile Mobility Technology Review: Provide a guide to the universe of FLMM technology trends and provide real-world examples where possible. Given the large number of options available and the complexity regarding their pros and cons, we will summarize our findings in a matrix. The matrix will identify key success factors identified by our team and through stakeholder engagement such as price, infrastructure requirements, functionality during winter months, and resource requirements. B. Planning, Financing, Operations, and Implementation Framework: Connect FLMM technologies and solutions to applicable areas of the region using multiple typologies that allow various areas of the region to be categorized based on land use, infrastructure, existing transportation services, traveler type, and other applicable factors. C. FLMM Plan Finalization and Adoption: This is an advisory document and does not require formal adoption by the Board.
Governance Policy:	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).”
Fiscal Implications:	The estimated cost of the RBSS and FLMM Development Plan is approximately \$200,000. An additional \$43,660 has been allocated for WE-cycle to serve as a resource expert for the study.
Attachments:	Yes, please click on “ August Project Update for RFTA.pdf ,” or find this document included in the August 2021 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet.

RFTA BOARD OF DIRECTORS MEETING
“INFORMATION/UPDATES” AGENDA SUMMARY ITEM # 9. A.

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: August 12, 2021

CEO Succession Plan Update: Dan Richardson, RFTA Board Chair, requested a Succession Plan update in the CEO Report this month. Since COVID-19 took center stage at RFTA, formal succession planning at the C-Suite level has been minimal. On the job training for the most likely CEO successor candidates, however, has been robust. A tremendous amount of responsibility and authority has been delegated to both the CFAO and the COO, and I believe either would be capable of succeeding me on an interim or long-term basis.

While the COO, CFAO, and I communicate frequently, I try not to micromanage them. The sheer volume of their workloads and number of efforts they are leading, is remarkable, if not staggering. For the past few months we have been scheduling weekly meetings of the Chiefs in order to update and brief each other. Going forward, we will make Succession Planning a recurring topic of discussion during these meetings. This will provide me with an opportunity to delegate more responsibilities and tasks to them and for them to request any resources or support they need to successfully complete the duties assigned, without sacrificing a healthy work-life balance.

Staffing in Departments under the CFAO and COO has been augmented in key areas (a Budget Manager under the CFAO and a Special Projects Manager under the COO) and reorganization or realignment of the responsibilities of Operations, Vehicle Maintenance, IT, Planning/Marketing, and Human Resources Departments is either underway, planned, or under discussion. In the coming budget cycle, a significant amount of additional staffing will be proposed in order to improve the safety, effectiveness, and resiliency of RFTA, while contributing to a more sustainable workforce. Strengthening the foundation beneath the COO and CFAO should enable them to focus on longer-term strategic planning and prepare themselves for succession when the time arrives.

Two long-time Directors at RFTA have retired, one of which was succeeded by an in-house candidate, and an internal and external recruitment process is being considered for the other Director position within the next few months. Another former long-time Director is semi-retired and has stepped down into another position. He will be leaving the RFTA workforce in the near future. From all outward signs, with the possible exception of Bus Operator staffing levels, RFTA is operating smoothly, albeit nearly everyone is more than fully tasked.

Recently, when reviewing the compensation plan update, the COO and CFAO began identifying positions within the organization that are considered mission-critical, and they will be developing strategies to enhance retention of personnel serving in those positions, as well as developing backup plans to fill such positions on an interim or long-term basis if required. In some cases, this will involve preparing successors for filling the voids left by their predecessors and, in others, as was the case recently when an IT position was suddenly vacated, by retaining consulting assistance. This process will be ongoing.

I have delegated responsibility to the Executive Assistant to the CEO, for creating an electronic compendium of important historical documents that can be easily located and accessed. This process will be a work in progress for some time into the future, but once completed, it should be relatively easy to maintain going forward. Similar to the RFTA background presentations I will be making to the RFTA Board periodically, I will select a few of these documents to discuss with the CFAO and COO during our weekly meetings of the Chiefs.

Having a thorough understanding of the numerous agreements, contracts, events, policies, and decisions that have shaped and guided RFTA over the years is critical. Such knowledge will help the COO and CFAO, and whomever my successor might be, navigate the future with more certainty; reducing the potential for unwanted and unnecessary consequences and wasted time and effort. Naturally, so long as I am able during retirement, I would stand ready to help answer any questions that my successor might have in this regard.

The CFAO, COO, and I, have discussed the desirability of having them develop and strengthen relationships with elected officials and staffs from RFTA’s member jurisdictions. In-person meetings have been challenging due to COVID-19, but they must begin to look for and make opportunities to present to the region’s Boards and Councils. In order to initiate this process, I believe it would be beneficial for the COO, CFAO, and me, to schedule meetings with RFTA Board Members and Alternates to provide a standard orientation to each, to learn of any concerns they might have, and to answer any questions that arise. RFTA Board members are busy people, and their time is valuable, however, making the time to bolster their understanding of the organization they lead could greatly benefit RFTA, as well as the CFAO and COO.

I anticipate that a fair number of long-time staff responsible for transit in other communities, as well as Managers and Planners in the region, could be retiring or moving on within the next few years. The CFAO and COO will need to make concerted efforts to reach out and meet with their successors to provide them with an overview of RFTA and discuss its relationship to their jurisdictions.

Although, I have never missed a RFTA Board of Directors meeting in 32 years, in order to help develop them, I will plan not to attend occasionally to provide opportunities for both the COO and CFAO to be the presiding staff person at future Board meetings.

To hold myself accountable to the Board for ongoing succession planning, I will begin providing a monthly Succession Plan Update in the CEO Report.

Chief Operating Officer Update, August 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: 95%
RFTA Share: \$840,000	RFTA Balance: \$67,673,000	Last Updated: August 2021
<ul style="list-style-type: none"> 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. 		<ul style="list-style-type: none"> 5 buses delivered Remaining 6th bus is still in production

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"> 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. 		<ul style="list-style-type: none"> All 10 buses have been delivered.

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: August 2021
RFTA Capital Balance: \$1,270,750		
<ul style="list-style-type: none"> 2021 Budget includes \$200,000 for a Bike Share Expansion and First and Last Mile Planning Study. 		<ul style="list-style-type: none"> Project update to be provided at August Board meeting. Evaluating Governance models, cost allocations and completing peer city interviews.

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: August 2021
<ul style="list-style-type: none"> 2021 budget includes \$300,000 to go towards asphalt repair, fencing, rock scaling, shoulder improvements and culvert maintenance 		Construction to begin August and be completed by 11/1.

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"> 2020 Budget includes funding to purchase 5 expansion low floor clean diesel buses. 		<ul style="list-style-type: none"> RFTA took receipt of the five expansion buses in January and they entered revenue service February 27th.

C5 - Grand Avenue Corridor Study (MOVE) (27th 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: August 2021
<ul style="list-style-type: none"> 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 27th Street and downtown GWS. 		<ul style="list-style-type: none"> 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. Further public outreach and agency coordination is needed to identify a Local Preferred Alternative for the alignment of BRT extension from 27th Street to West Glenwood Park and Ride. This work will continue with staff for remainder of 2021 and into 2022.

C8 - 27th 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: August 2021
<ul style="list-style-type: none"> 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 27th Street Station. 		<ul style="list-style-type: none"> RFTA staff have completed the initial appraisal and review appraisal of the property. Staff has recently received owner's appraisal and are preparing an offer. Environmental consultants have completed Phase 1 of Environmental Site Assessment.

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: August 2021
<ul style="list-style-type: none"> RFTA staff continue to coordinate with Town of Snowmass on the design and implementation of the Snowmass Transit Center. 		<ul style="list-style-type: none"> RFTA staff continue coordination efforts with TOSM on design of Transit Center. It is understood that Snowmass may request RFTA's \$500,000 contribution to this project in 2022.

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"> In 2021 RFTA staff and design consultants plan to develop 100% design and construction documents of the 27th Street and SH-82 Underpass. RFTA plans to Bond for the remaining construction funding to allow for an October 2021 construction start date. 		<ul style="list-style-type: none"> Staff continues final design efforts with design team. Staff will bring IGA between Glenwood Springs and RFTA for August Board Meeting Final design expected by August.

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"> 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. 		<ul style="list-style-type: none"> RFTA is trying to initiate a partnership of interested stakeholders to move Buttermilk Underpass into design phase and establish a partnership for construction.

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: August 2021

- 2021 Budget includes funding for Phase 2 Construction: Grading, Excavation, Fleet Maintenance Build Renovation & Expansion.
- 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 using recently issued bond proceeds and grant funds.

- Phase 2
- Construction is underway.



Excavation at the west side of the GMF



Concrete forming work at the GMF

- Phase 3,4,5,7
- CDOT grant funding has been executed
 - Federal BUILD grant and FTA 5339 Grant has been executed
 - Selection of Design Build team is underway

S10 - Replacement Office/Housing in Carbondale

Total Project: \$10,000,000	2021 Budget: \$980,000	% Complete: 3%
RFTA Share: \$10,000,000	RFTA Balance: \$9,020,000	Last Updated: August 2021
<ul style="list-style-type: none"> Staff will be requesting to roll forward 2020's budget for housing master planning and design to 2021. 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. 		<ul style="list-style-type: none"> Draft report provided to RFTA staff.

COVID-19 Update:

- Attendance:** As of Friday, August 6, 2021, there are no RFTA employees absent due to COVID-19 related reasons.
- Vaccinations:** As of Friday, August 6, 2021, approximately 76% of RFTA employees have completed the prescribed course of vaccinations.
- Staffing:** As of Thursday, August 5, 2021 RFTA had 165 Year-Round, Seasonal and Part-Time Bus Operators on staff. In order to comfortably accommodate vacations and illnesses, however, the summer goal for Bus Operators is 190. Due to pay increases, hiring bonuses, the offer of year-round employment and benefits, recruitment is picking up. However, due to the length of new-hire training, most new Bus Operators from this point forward will not be available to fill shifts during the summer season.
- Fleet Availability:** As of Tuesday, August 3, 2021, RFTA had 104 buses available for service and required 66 for peak pullout.
- Ridership:**

Service	2019	2021	% Vari YTD 2021 to YTD 2019
Aspen	787,448	433,151	-45%
Valley	1,373,495	778,148	-43%
Hogback	49,247	34,395	-30%
Other	642,894	316,486	-51%
Total	2,853,084	1,562,180	-45%

Planning Department Update, August 2021 – David Johnson, Director of Planning

Please click on "[8-12-2021 Planning Department Update.pdf](#)" or find this document included in the August 2021 RFTA Board Meeting Portfolio.pdf, attached to the email transmitting the RFTA Board Meeting Agenda packet. Of particular note is a Grants Update on page 3 prepared by Jason White, Assistant Planner.

2021 Actuals/Budget Comparison (June YTD)

2021 Budget Year	June YTD			
General Fund	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales and Use tax (1)	\$ 10,377,585	\$ 9,468,665	9.6%	\$ 25,606,000
Property Tax	\$ 9,107,188	\$ 9,107,188	0.0%	\$ 10,945,000
Grants	\$ 817,416	\$ 817,416	0.0%	\$ 60,136,872
Fares (2)	\$ 1,553,132	\$ 1,004,558	54.6%	\$ 2,426,756
Other govt contributions	\$ 1,389,201	\$ 1,389,201	0.0%	\$ 2,370,922
Other income	\$ 426,565	\$ 398,659	7.0%	\$ 808,130
Total Revenues	\$ 23,671,088	\$ 22,185,687	6.7%	\$ 102,293,680
Expenditures				
Fuel	\$ 866,027	\$ 1,080,015	-19.8%	\$ 1,564,137
Transit	\$ 16,883,627	\$ 17,652,887	-4.4%	\$ 31,177,362
Trails & Corridor Mgmt	\$ 191,405	\$ 191,473	0.0%	\$ 670,770
Capital	\$ 8,786,355	\$ 8,716,409	0.8%	\$ 57,333,594
Debt service	\$ 1,568,243	\$ 1,568,243	0.0%	\$ 2,773,200
Total Expenditures	\$ 28,295,658	\$ 29,209,027	-3.1%	\$ 93,519,063
Other Financing Sources/Uses				
Other financing sources	\$ 3,725,431	\$ 3,697,803	0.7%	\$ 9,921,647
Other financing uses	\$ (1,320,188)	\$ (1,320,188)	0.0%	\$ (3,875,165)
Total Other Financing Sources/Uses	\$ 2,405,243	\$ 2,377,615	1.2%	\$ 6,046,482
Change in Fund Balance (3)	\$ (2,219,327)	\$ (4,645,725)	-52.2%	\$ 14,821,099

- (1) Timing issue, as Sales and Use tax Revenues are received 2 months in arrears (i.e. April sales and use tax revenue is recorded in June).
- (2) Through June, fare revenue and ridership have increased by 71% and 9%, respectively, compared to the prior year. COVID-19 impacts started in mid-March 2020. The increase in regional fares has been primarily attributable to Seasonal zone pass sales during the spring of 2021 which have exceeded the prior year. The Maroon Bells service started earlier this season on June 7, 2021 compared to last season on June 28, 2020 which contributes to the increase. Staff anticipates that the capacity change in June 2021 from 50% to 100% of seated capacity on buses will further increase our regional and Maroon Bells 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 June 2020/2021 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 6/2020	YTD 6/2021	Increase/ (Decrease)	% Change
Regional Fares	\$ 878,323	\$ 1,317,964	\$ 439,641	50%
Maroon Bells	\$ 16,815	\$ 213,207	\$ 196,392	1168%
Total Fare Revenue	\$ 895,138	\$ 1,531,171	\$ 636,033	71%
Ridership on RFTA Regional Services*:	YTD 6/2020	YTD 6/2021	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	256,464	244,491	(11,973)	-5%
BRT	261,530	288,503	26,973	10%
SM-DV	32,672	34,607	1,935	6%
Grand Hogback	37,263	34,395	(2,868)	-8%
Maroon Bells	1,161	37,793	36,632	3155%
Total Ridership on RFTA Fare Services	589,090	639,789	50,699	9%
Avg. Fare/Ride	\$ 1.49	\$ 2.19	\$ 0.70	47%
Avg. Fare/Ride MB	\$ 14.48	\$ 5.64	\$ (8.84)	-61%

* 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.

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report				
Service	Jun-20	Jun-21	#	%
	YTD	YTD	Variance	Variance
City of Aspen	433,151	334,094	(99,057)	-22.87%
RF Valley Commuter	763,365	778,148	14,783	1.94%
Grand Hogback	37,263	34,395	(2,868)	-7.70%
Aspen Skiing Company	326,362	212,892	(113,470)	-34.77%
Ride Glenwood Springs	47,792	62,638	14,846	31.06%
X-games/Charter	32,756	-	(32,756)	-100.00%
Senior Van	1,064	429	(635)	-59.68%
MAA Burlingame	-	-	-	#DIV/0!
Maroon Bells	1,161	37,793	36,632	3155.21%
Total	1,642,914	1,460,389	(182,525)	-11.11%
Subset of Roaring Fork Valley Commuter Service with BRT in 2021				
Service	YTD June 2020	YTD June 2021	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	256,464	244,491	(11,973)	-4.67%
BRT	261,530	288,503	26,973	10.31%
Total	517,994	532,994	15,000	2.90%

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage June YTD				Hours June YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	2,252,627	2,259,377	(6,750)	-0.3%	109,559	109,096	464	0.4%
City of Aspen	271,011	273,386	(2,375)	-0.9%	31,239	31,061	178	0.6%
Aspen Skiing Company	214,455	212,670	1,785	0.8%	15,005	14,696	308	2.1%
Ride Glenwood Springs	57,287	58,811	(1,524)	-2.6%	4,873	4,847	26	0.5%
Grand Hogback	139,647	135,750	3,897	2.9%	5,989	5,679	309	5.4%
Senior Van	4,115	12,121	(8,006)	-66.1%	740	815	(76)	-9.3%
MAA Burlingame	1,638	3,083	(1,445)	-46.9%	147	224	(78)	-34.6%
Maroon Bells	15,106	13,088	2,018	15.4%	1,151	1,105	46	4.2%
Subtotal - Transit Service	2,955,886	2,968,286	(12,400)	-0.4%	168,702	167,523	1,179	0.7%
Training & Other	6,958	4,958	2,000	40.4%	16,264	12,527	3,737	29.8%
Total Transit Service, Training & Other	2,962,844	2,973,244	(10,400)	-0.3%	184,966	180,050	4,916	2.7%

2022 RFTA Annual Budget – Preliminary Schedule

Date	Activity	Status
8/12/2021	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	<i>On schedule</i>
9/9/2021	Presentation/Direction/Action: 1 st draft budget presentation	<i>On schedule</i>
10/14/2021	Presentation/Direction/Action: 2 nd draft budget presentation	<i>On schedule</i>
11/11/2021	Presentation/Direction/Action: 3 rd draft budget presentation	<i>On schedule</i>
12/9/2021	Public Hearing: <ul style="list-style-type: none"> 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>

Facilities and Bus Stop Maintenance August 12, 2021
Facilities Capital Projects Update

Projects currently under construction:

1. **Phase 2 GMF expansion**. The compaction grouting of the foundation, deep utilities and the water and power switch over to the new connects are all complete. Work has begun on the excavations and forming of the foundations for the expansion of the service bays and as these foundation are completed, work will begin on the walls and roofing.
2. **The remodel of the Dispatch office space** at 100 Midland continues to make progress. The 120 volt and the low voltage wiring have been completed and the connection to the City's fiber network is complete. The work benches and shelving for the IT Department have been delivered and are being assembled so that IT can move out of the GMF until the Phase 2 project is complete. The new desks for the Dispatchers are scheduled to be delivered on August 10th and will take about 3 days to install. It will then take about 2 weeks to install all the computers, monitors, radios, phones and other equipment required for each station and test this equipment. This process should be completed by August 23rd. The Operations Department will then have about 2 weeks to test and train on the equipment before the site goes live on September 6th.
3. **The process to purchase the property at 505 27th Street in Glenwood Springs is continuing**. RFTA has received the appraisal for the property completed for Vail associates. The FTA is writing the final letter for the Categorical Exclusion and RFTA should be in position to make its first offer on the property the week of August 9.
4. **The 2021 Rio Grande Trail project** involves the replacement of a 500 foot section of asphalt in the Emma section that has been severely damage by tree roots. This project is scheduled for September when traffic on the Rio Grande Trail is lower than during the summer months.
5. **The Parker House repair project** was put out to bid twice and RFTA did not receive any proposals. Staff will refine the project this fall and rebid it during the winter when contractors are looking for work for the next constructing season.
6. **The yearly sweeping, striping and general repairs to RFTA's asphalt parking surfaces** has been completed with the exception of the crack sealing portion of the project. This has been postponed until September.

Facilities projects budgeted for 2021

1. Acquisition of property around 27th Street Glenwood Springs.
2. Repairs to the Wingo Bridge abutments. **Postponed until 2022**
3. Rio Grande Trail repairs and maintenance. **Scheduled for September**
4. Repair of siding, soffit and fascia at the Parker House apartments. **Postponed until 2022**
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. **Scheduled to begin on September 6.**
8. Asphalt repair and maintenance project. **Completed with the exception of crack sealing scheduled for September.**
9. Development of a RFTA housing construction strategy. **Under way, final deliverable in October.**

Facilities projects completed in 2021:

Staff has completed the following projects in 2021.

- Demo of the MOC

Construction projects currently in the design process:

1. 27th street underpass
2. Phases 3-4-5 & 7 at the GMF expansion program.
3. Rio Grande Trail annual repair and maintenance project. **Completed**
4. Parker House repairs. Scope of project completed. **Project postponed until 2022**

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 and 2022:

- Staff is utilizing 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)
- **Covenant Enforcement Commission (CEC)** – Staff will complete the annual CEC assessment of the Railroad Corridor September 1st through the 3rd. **The annual CEC meeting will be scheduled sometime in October, with a CEC recommendation organized and presented to the RFTA Board at the January or February 2022 meeting.**

We are in need of replacement CEC board members from the following jurisdictions:

- Several of the CEC members from the various jurisdictions terms have expired and we are in need of replacements. We need a primary and an alternate from each of the following jurisdictions. The members serve three (3) year terms. Please contact Abbey Pascoe at apascoe@rfta.com and let her know who will be representing your jurisdiction on the CEC. We have listed the previous members below:
 - Pitkin County- Previous Member: George Newman; Alternate: Greg Poschman
 - Town of Basalt- Previous Member: Jacque Whitsitt; Alternate: Bernie Grauer
 - Eagle County- Previous Member: Jeanne McQueeney; Alternate: Kelley Collier & Kathy Chandler-Henry

- City of Aspen- Previous Member: Ann Mullins; Alternate: Steve Skadron
- Town of New Castle- Previous Member: Art Riddle; Alternate: Greg Russi

We would like to have an updated list of members by 08/31/2021.

As a reminder, the CEC was established because of an agreement between RFTA's predecessor, the Roaring Fork Railroad Holding Authority ("RFRHA"), and the Board of Trustees of Great Outdoors Colorado ("GOCO"). GOCO provided funds for the purchase of the Corridor in 1997. Originally, RFRHA was required to place a conservation easement on the entire Corridor. Based on concerns about securing federal funding for future RFRHA transportation projects, the Conservation Easement was removed from the entire 33.4 miles of the Corridor and replaced with Restrictive Covenants, in ten discrete areas. The obligations of the Restrictive Covenants now belong to RFTA. GOCO allowed modification of its original grant agreement in return for RFRHA managing the restrictive covenants and setting up the CEC. The CEC is made up members from the original members of RFRHA, Pitkin County Open Space and Trails (POST) and two at-large community members that reside in Pitkin County and Eagle County. In practice, a consultant with familiarity with the Corridor and the Covenants performs an inspection of the Conservation areas and presents a report to the CEC. The CEC then reviews the report and sends a letter of recommendations to the RFTA Board for review.

- **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 seven adjacent property owners in Carbondale for Monday, August 9, 2021. Once complete, we will move to a new FGROW section. (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 organization's responsibilities for managing this committee. Staff will finalize this information and bring a presentation to the RFTA Board in September or October 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.
 - With the recent rains, noxious weeds and trail side vegetation management have been our primary focus.
 - **Unfortunately, we have also been dealing with vandalism/graffiti.**
- Riverview Trail Update – work has resumed. Clearing/grubbing on the CR 109 portion has begun and guard rail/fence posts are being installed on the RFTA portion. 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 has been weeding the parks and keeping the irrigation system fully operable
 - The next big project is the Youth Art Park, and it 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.
 - Three kiosk maps have been ordered, along with several Trail Etiquette and Rules/Regs. Signs.
- Staff is 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.
 - The bids we received were too high, so this repair project will go back out to bid for 2022.
 - Goats are coming baaaaaack! to assist with vegetation management, scheduled for September 01, 2021.
 - Rio Grande Trail Maintenance/Repair – asphalt remove/replace and root barrier install near Emma.
 - Re-vegetation efforts.
 - Rio Grande ArtWay improvements.
- Staff has already begun the budgeting process for 2022 and putting cost estimates together for future projects and equipment.