

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

**TIME:** 8:30 a.m. – 12:00 p.m., Thursday, October 8, 2015

**USUAL LOCATION:** *Town Hall (Room 1), 511 Colorado, Carbondale, CO*

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

	Agenda Item	Policy	Purpose	Est. Time
1	<b>Call to Order / Roll Call:</b>		<b>Quorum</b>	<b>8:30 a.m.</b>
2.	<b>Public Hearing:</b> For the Winter Season 2015-2016, RFTA proposes to eliminate the 5:45 p.m. BRT run from Snowmass Village to points down-valley due to very limited ridership. RFTA intends to add a 4:45 p.m. down-valley direct from Snowmass Village where ridership demand has shifted and increased, <b>page 3</b>	<b>2.1.2</b>	<b>Public Comment</b>	<b>8:31 a.m.</b>
3	<b>Executive Session:</b>			
	A. Paul Taddune, General Counsel:  1) Pursuant to C.R.S. 24-6-402(4)(b) conferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions concerning potential and pending litigation; and 2) Pursuant to C.R.S. 24-6-402 4(e)(I) Determining positions that may be subject to negotiations; developing strategy for negotiations and instruction negotiators; and 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interests.	<b>3.5.2</b>	<b>Executive Session</b>	<b>8:40 a.m.</b>
4	<b>Approval of <u>Minutes</u>:</b> RFTA Board Meeting, September 10, 2015, <b>page 5</b>		<b>Approve</b>	<b>9:30 a.m.</b>
5	<b>Public Comment:</b> Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person)		<b>Public Input</b>	<b>9:35 a.m.</b>
6	<b>Items Added to Agenda – Board Member Comments:</b>	<b>4.3.3.C</b>	<b>Comments</b>	<b>9:40 a.m.</b>
7	<b>Consent Agenda:</b>			<b>9:45 a.m.</b>
	A. <u>State</u> Trails Program Letter of Support for LOVA Trail Grant – Jason White, Assistant Planner, <b>page 12</b>	<b>2.8.9</b>	<b>Adopt</b>	
	B. <u>Resolution</u> 2015-17: Supporting the Grant Application for a Planning Grant from Great Outdoors Colorado for a Rio Grande ArtWay Plan in the Rio Grande Railroad Corridor in Carbondale, CO – Jason White, Assistant Planner, <b>page14</b>	<b>2.8.9</b>	<b>Adopt</b>	
8	<b>Presentations/Action Items:</b>			
	A. Presentation of 2nd Draft of 2016 RFTA <u>Budget</u> – Mike Yang, Director of Finance, <b>page 17</b>	<b>4.2.5</b>	<b>Discussion/ Direction</b>	<b>9:46 a.m.</b>
	B. 2016 Non-Profit <u>Organization</u> Grant Requests – Mike Yang, Director of Finance, <b>page 32</b> <ul style="list-style-type: none"> <li>• WE-cycle – Mirte Mallory</li> <li>• Garfield Clean Energy</li> <li>• Region Transportation Coordinating Council</li> </ul>	<b>4.2.5.A</b>	<b>Discussion/ Direction</b>	<b>10:45 a.m.</b>
	C. <u>Appointment</u> of RFTA Board Member to Serve on Garfield Clean Energy Board of Directors – Dan Blankenship, CEO, <b>page 33</b>	<b>N/A</b>	<b>Appointment</b>	<b>11:10 a.m.</b>

	<b>Agenda Item</b>	<b>Policy</b>	<b>Purpose</b>	<b>Est. Time</b>
	D. Update Regarding Proposed Rio Grande Railroad <a href="#">Corridor</a> Access Control Plan – Angela Henderson, Assistant Director, Project Management and Facilities Operations, <b>page 34</b>	<b>1.1.C</b>	<b>Discussion/ Direction</b>	<b>11:15 a.m.</b>
	E. <a href="#">Integrated</a> Transportation System Plan/Draft 2016 5-Year Strategic Plan Update – David Johnson, Director of Planning, <b>page 36</b>	<b>4.3.2.A</b>	<b>Discussion/ Direction</b>	<b>11:30 a.m.</b>
<b>9</b>	<b>Board Governance Process:</b>			
	A. CEO <a href="#">Performance</a> Review – Dan Blankenship, CEO, <b>page 37</b>	<b>3.2.3</b>	<b>Discussion/ Direction</b>	<b>11:45 a.m.</b>
<b>10</b>	<b>Information/Updates:</b>			
	A. CEO <a href="#">Report</a> – Dan Blankenship, CEO, <b>page 38</b>	<b>2.8.6</b>	<b>FYI</b>	<b>11:50 a.m.</b>
<b>11</b>	<b>Issues to be Considered at Next Meeting:</b>			
	To Be Determined at October 8, 2015 Meeting	<b>4.3</b>	<b>Meeting Planning</b>	<b>11:55 a.m.</b>
<b>12</b>	<b>Next Meeting:</b> 8:30 a.m. – 12:00 p.m., November 12, 2015 at Carbondale Town Hall.	<b>4.3</b>	<b>Meeting Planning</b>	<b>11:56 a.m.</b>
<b>13</b>	<b>Adjournment:</b>		<b>Adjourn</b>	<b>12:00 p.m.</b>

**RFTA BOARD OF DIRECTORS MEETING  
 “PUBLIC HEARING” AGENDA SUMMARY ITEM # 2**

<b>Meeting Date:</b>	October 8, 2015
<b>Agenda Item:</b>	<b>Public Hearing:</b> For the Winter Season 2015-2016, RFTA proposes to eliminate the 5:45 p.m. BRT run from Snowmass Village to points down-valley due to very limited ridership. RFTA intends to add a 4:45 p.m. down-valley direct from Snowmass Village where ridership demand has shifted and increased.
<b>POLICY #:</b>	<b>2.1.3: Treatment of the Public</b>
<b>Strategic Goal:</b>	Create Transit Service Optimization Plan
<b>Recommendation:</b>	Approve the proposed service changes to the winter afternoon down valley BRT and Direct Down Valley Local bus schedule from Snowmass Village.
<b>Presented By:</b>	John Hocker and/or Kent Blackmer, Co-Directors of Operations
<b>Core Issues:</b>	<p>By Resolution 2014-08, RFTA Board Policy 2.1.3 was amended to read as follows:</p> <p>The CEO shall not fail to clearly communicate to the public what may be expected from the services offered. The public shall be provided an opportunity to comment on proposed “major” service reductions and to any changes in fares at least 30 days prior to implementation of them. Major service changes are defined as:</p> <ul style="list-style-type: none"> <li>• Reductions in service hours for an upcoming season that are greater than 10% when compared to the same season in the previous year</li> <li>• Elimination of a route or a portion of a route (except for seasonal services such as the Bike Express)</li> <li>• Reductions in regular headways of 20% or greater</li> <li>• <b>Other changes that RFTA staff may deem significant</b></li> </ul> <p>The requirement for an opportunity for public comment on proposed “major” service reductions and to any changes in fares at least 30 days prior to their implementation may be waived by the RFTA Board in the event of an emergency. In the event the emergency waiver is exercised, an opportunity for public comment will be scheduled as quickly as possible after the waiver is exercised.</p> <p><b>Rationale for proposed schedule/service change:</b></p> <ol style="list-style-type: none"> <li>1. Demand for the 5:45 p.m. down valley BRT from Snowmass Village during the winter 2014/2015, did not warrant this service. The average maximum load during the season was approximately 16 passengers</li> <li>2. Due to requests and observations, staff believes demand for a 4:45 p.m. Down Valley Direct Local bus is great enough to warrant adding this service as a replacement for the proposed elimination of the 5:45 p.m. BRT.</li> <li>3. As of this time, no written public comments in favor or opposed to this change have been received by RFTA.</li> </ol>
<b>Policy Implications:</b>	See Core Issues above.
<b>Fiscal Implications:</b>	No major fiscal implications are anticipated because the proposed changes offset each other.
<b>Attachments:</b>	Yes, please see a copy of the Public Hearing Notice (below) regarding the proposed schedule change that was published in newspapers and posted on RFTA’s website.



**IMPORTANT  
PUBLIC HEARING NOTICE**

**OCTOBER 8, 2015  
RFTA BOARD OF DIRECTORS MEETING**

**NOTICE IS HEREBY GIVEN that on Thursday, October 8, 2015, at 8:30 a.m., the Roaring Fork Transportation Authority (RFTA) will hold a Public Hearing at its Regular Board Meeting, in Carbondale Town Hall, 511 Colorado Ave., Carbondale, Colorado for the purpose of presenting changes to the Snowmass Down-valley BRT Winter Service as explained below:**

*For the Winter Season 2015-2016, RFTA proposes to eliminate the 5:45 p.m. BRT run from Snowmass Village to points down-valley due to very limited ridership. RFTA intends to add a 4:45 p.m. down-valley direct from Snowmass Village where ridership demand has shifted and increased.*

Interested citizens are invited to send their comments any time prior to the Board Meeting to the following address:

R.F.T.A., Administration Department  
2307 Wulfsohn Road, Glenwood Springs, CO 81601

Or to following e-mail address:

eadeh@RFTA.com

Public is also invited to attend the Public Hearing session of the Board Meeting on October 8, 2015 in Carbondale Town Hall at 8:30 a.m.

Roaring Fork Transportation Authority  
Board of Directors  
Edna Adeh, Secretary to the Board

Published on 8/24/2015; 8/31/2015; 9/4/2015 a month prior to 10/8/2015 Board Meeting

**ROARING FORK TRANSPORTATION AUTHORITY  
BOARD MEETING MINUTES  
September 10, 2015**

**Board Members Present:**

Stacey Patch Bernot, Chair (Town of Carbondale); Mike Gamba (City of Glenwood Springs); Bob Gordon (Town of New Castle); Jacque Whitsitt (Town of Basalt); Steve Skadron (City of Aspen); and, Michael Owsley (Pitkin County)

**Voting Alternates Present:**

Alyssa Shenk (Town of Snowmass Village)

**Non-Voting Alternates Present:**

Kathryn Trauger (City of Glenwood Springs); John Hoffman (Town of Carbondale); and, Patrick Stuckey (Town of New Castle)

**Staff Present:**

Dan Blankenship, Chief Executive Officer (CEO); Kelley Collier (COO); Paul Taddune, General Counsel; Collina Washington, Acting Board Secretary; Mike Hermes, Angela Henderson, Brett Meredith, Dina Farnell, Abbey Pascoe – Facilities & Trails Department; Michael Yang – Finance Department; David Johnson, Planning Department; and, Kent Blackmer – Operations Department

**Visitors Present:**

John Krueger and Lynn Rumbaugh, City of Aspen; Chris Lane, ACES; Geoff Guthrie, City of Glenwood Springs; Randy Essex, Glenwood Post Independent; Alycin Beklesh, Aspen Public Radio; Tim Honan, Trish Savoy, Ed Cortez, Kevin Stephenson, Mike Bolin, Jake McGavock, Amalgamated Transit Union (ATU) #1774; Kendra Stephenson

**Agenda**

1. **Roll Call:**

Stacey Bernot, Chair, declared a quorum to be present (six member jurisdictions present) and the meeting began at 8:30 a.m.

2. **Executive Session**

**Stacey Bernot read the topics and legal justifications of the scheduled Executive Session prior to the motion to adjourn into Executive Session:**

A. **Two Matters:** Paul Taddune, General Counsel:

- 1) Pursuant to C.R.S. 24-6-402(4)(b) conferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions concerning potential and pending litigation; and
- 2) Pursuant to C.R.S. 24-6-402 4(e)(I) determining positions that may be subject to negotiations; developing strategy for negotiations and instruction negotiators; and 24-6-402(4)(a) the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interests.

**Michael Owsley made the motion for the RFTA Board to adjourn into Executive Session. Jacque Whitsitt seconded the motion and it was unanimously approved. The Board adjourned into Executive Session at 8:31 a.m.**

RFTA staff present at the Executive Session included: Dan Blankenship, Kelley Collier, Collina Washington, Paul Taddune, Mike Hermes, Angela Henderson, and Kent Blackmer.

**Jacque Whitsitt moved to adjourn from Executive Session into the regular Board Meeting and Michael Owsley seconded the motion. The motion was unanimously approved.**

**No action was taken during the Executive Session. The Executive Session adjourned at 9:43 a.m.**

3. **Approval of Minutes:**

**Jacque Whitsitt moved to approve the minutes of the August 13, 2015 Board Meeting and Bob Gordon seconded the motion. The motion was unanimously approved.**

4. **Public Comment:**

Stacey Bernot asked if any member of the public would like to address the Board or make a comment.

Ed Cortez, representing the ATU #1774, addressed the Board regarding RFTA's selection of lead negotiator, labor attorney Tom Hock, for the upcoming labor union contract negotiations. Cortez asserted that RFTA's hiring of Hock was an attempt to break the spirit of workers. Cortez alluded to Hock as hard line, controversial, and underhanded. Bernot responded that RFTA has not formalized the negotiating team, but the feedback Cortez provided is useful.

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

Stacey Bernot asked if there were any items that needed to be added to the meeting agenda. There were no items added to the meeting agenda.

Bernot next asked if any Board member had comments or questions regarding issues not on the meeting agenda. There were none.

6. **Consent Agenda**

- A. Resolution 2015-16: Adoption of Federally Mandated Changes to RFTA Drug and Alcohol Policy
- B. Authorization for CEO to Execute Agreement between Eagle County Government and the Roaring Fork Transportation Authority Concerning the Purchase of Large Transit Buses under the Colorado Mountain Purchasing Consortium Procurement

**Jacque Whitsitt made a motion to adopt the Consent Agenda in its entirety and Michael Owsley seconded the motion. The motion passed unanimously.**

7. **Presentations/Action Items:**

- A. **Presentation of First Draft of 2016 RFTA Budget** – Michael Yang, Director of Finance

Yang stated that he would provide highlights of the Draft budget provided in the Board packet. The budget is a work-in-progress and will be refined in September and October as updated expenditure and revenue data become available, which could positively or negatively affect the General Fund's current surplus forecast for 2015 and 2016.

## **Discussion:**

**Service Levels:** For the most part the level of regional and local transit services will remain the same. Increased service levels for the Burlingame route will increase service hours and miles slightly.

**Fuel:** Dan Blankenship stated the Finance Department has been monitoring fuel prices, and was able to lock in a fixed price on diesel and gasoline fuel, resulting in an 18% decrease in costs from the current year's weighted average cost per gallon. These savings, to some degree, have been able to offset the current higher cost of CNG.

**Sales Tax Forecasts:** Staff has received 2016 sales tax forecasts from only three of the eight jurisdictions. As a result, the preliminary overall increase is assumed to be just under two percent. RFTA will continue to revise forecasts as information becomes available. Bernot expressed concern about variables such as Grand Avenue Bridge construction, which may create serious transportation disruptions and therefore impact sales tax revenue generation. She inquired about the possibility of creating a buffer for these potential issues. Yang responded that he will make a point to ask if any of the jurisdictions are considering the sales tax implications of the project for future years.

**Health Insurance:** Health care costs continue to rise; the preliminary estimated increase is approximately 10%. Staff will review and analyze various scenarios before recommending any changes to employee and employer contributions to the various plans. Blankenship attributed the rise to general cost increases and to RFTA's aging workforce.

**Employee Compensation:** The Compensation Review is currently in process. Bus operator and mechanics positions are the priority. One of the most significant budget unknowns is the outcome of contract negotiations with Amalgamated Transit Union (ATU) Local 1774, which are anticipated to begin this fall and be completed after the 2016 budget has been adopted in November. If the negotiations result in budgetary impacts, then staff will offer a 2016 supplemental budget appropriation resolution at a future Board meeting.

Bernot suggested the Board consider meeting in December to approve a complete budget, if there is an outcome to the negotiations by then, as opposed to approving a supplemental budget resolution in the following year.

**Fund Balance:** Current operating expenditures are just over \$31,000,000. Staff is focusing on the bus replacement schedule and Phase 1 of the GMF expansion project over the next few months which may change the dollars currently shown in the Fund Balance.

Mike Gamba asked whether debt service, which accounts for 13% of the 2016 budget, would be retired in the near future. Yang responded that most debts are derived from the 2009, 2012, 2013 bond issuances related to BRT. Maturity dates extend farther than other debts. Approximately \$1,000,000 related to bus purchases will mature over the next few years; however, the Board should keep in mind that we will be engaged in replacing a majority of our fleet over the next several years.

Gamba also inquired about RFTA's fare recovery, and how it compares to other agencies. Blankenship explained that RFTA charges fares on regional services only; and RFTA recoups about 25% of the operating cost on those routes from fares. Farebox recovery has been as high as 33%-35%. Ridership has not caught up to the additional capacity created by BRT, especially during mid-day, when demand is generally less. It will take some time for the mid-day service to gain ridership. Yang noted that RFTA continues to monitor fare revenues, because updated fare forecasts could impact plans for future years. Regarding grant revenues, Federal Transit Administration Section 5311 operating funds remained flat this year. If RFTA receives additional grant funding from any source, the budget will be revised accordingly. Grant revenues are highly variable (as shown in the three-year revenue comparison on page 24).

Bernot questioned how long Garfield County's contribution had been at the current level. Blankenship explained that Garfield increased its contribution to \$625,000 in 2011, then to \$650,000 in 2012 or so. He will discuss the County's proposed contribution with the Acting County Manager in September. A

3% merit increase has been forecasted, Yang reported, and there is no cost of living increase currently planned. Staffing has been impacted, said Yang, by the additional Maroon Bells services, by the additional one day in 2016 (leap year), and because of the creation of a new CFO/CAO position. Blankenship added that one of the findings of the Organizational Assessment was the need for CFO and CAO positions to divide oversight appropriately provide better succession planning.

**Capital Projects:** Yang reported that approximately \$2.2 million of capital outlay has been included in the General Fund, including the New Castle PNR, West Glenwood Springs PNR, a vehicle for the Carbondale Circulator service, Basalt Pedestrian Underpass Contribution, engine and transmission rebuilds, and minor transit equipment. This may change as the budget process evolves. There are a number of additional capital projects, equipment, and trail needs that should be funded if possible. RFTA has developed a “wish list” of capital needs that RFTA will prioritize and evaluate over the coming months. RFTA has a projected \$791,000 surplus, but it will not cover all needs and it is subject to change based on sales tax collections and other variables.

We are currently seeking to have the grant funding for the New Castle Park & Ride Lot advanced so that the project may be completed in 2016. The Colorado Department of Transportation’s (CDOT) contribution is \$600,000. The funds were tentatively awarded through a 2-year programming process, with FY2016 grants awarded by the Transportation Commission and FY2017 grants being recommendations for the following year. The New Castle Park and Ride grant funding was awarded with FY2017 funds. The CDOT FY2017 starts July 1, 2016, which is well into the construction season. Moreover, the Transportation Commission needs to officially award the funds, and then CDOT staff begins the time-consuming process of awarding contracts. Under normal CDOT contracting circumstances, RFTA will not have a contract until the spring of 2017. RFTA secured a Garfield Federal Mineral Lease District (FMLD) grant in the amount of \$200,000, which RFTA will use to match the CDOT grant. Bob Gordon stated that he would use his contact with CDOT to push the project forward. Bernot expressed frustration with the process and the idea of constructing in 2017, especially with the Grand Avenue Bridge project looming. She urged Staff to work with CDOT to push this project forward.

**Traveler Funding:** Bernot asked who determines the service level for the Traveler. Yang responded that Garfield County is the major contributor so they are the ones who determine service levels. Bernot responded that Staff may need to investigate whether that service should be enhanced in 2016. Blankenship answered that the methodology is based upon how many rides are provided in each community and those costs are allocated to each jurisdiction. RFTA picks up the costs for Town of Carbondale, City of Glenwood Springs, and the Town of New Castle because these municipalities are members of the RTA.

**Property Tax:** Blankenship informed the Board that he has been requested to make a presentation to the Colorado Transportation Legislative Review Committee to discuss extending the expiration on the property tax sunset and eminent domain.

**Unassigned Fund Balance:** Skadron asked what was meant by “unassigned balance” on page 30. Yang explained that this is the amount remaining from the fund balance after RFTA has subtracted all required reserves. It is that balance that RFTA would draw from to fund additional capital projects or whatever the Board wishes. In 2013, Blankenship added, that unassigned balance was small. When voters approved 0.4% sales tax for BRT, we put this tax into a special revenue fund for BRT. Once BRT was implemented, we transferred the funds back into the General Fund. Now the board has an opportunity to designate those funds.

Is it fair to say that health care costs, wages and other issues are prompting us to re-assess our priorities, Skadron inquired? I don’t know whether we should be reassured of RFTA’s solvency or panicked by the volatility of the revenue situation. Blankenship responded that we have \$790,000 in projected surpluses, but we have significant short-term and long-term needs. Moreover, what we spend today will have an impact on long-term fund balances.

**Bus Replacement:** Bus replacement is a high priority, said Blankenship. RFTA has a number of 39-passenger buses, and we are considering replacing with 57-passenger buses. The significant additional



capacity is advantageous, but these buses under-perform in town and struggle to climb the hill to Snowmass. We discussed this extensively, said Whitsitt, and ultimately, we determined that we do not have the resources for bus replacement. Blankenship responded that we need a contingency plan to address revenue shortages, consisting of not just one thing, but a potpourri of strategies available to sustain us, such as property tax, service reductions, etc.

Kathryn Trauger asked whether there had been any discussions about encouraging residents to use transit during the 60-90 day Grand Avenue Bridge closure. Blankenship stated that RFTA has worked on developing a Transportation Mitigation Plan with CDOT and the City of Glenwood Springs. Staff is preparing to establish additional bus storage at the Glenwood Maintenance Facility (GMF) and we have discussed fare-free service to stimulate ridership.

**B. Planned Continuation of Carbondale Circulator Service – Dan Blankenship, CEO**

Blankenship shared that the Carbondale Circulator Service (CCS) began in December 2013. It has been enormously successful, generating approximately 180,000 rides this year (2015).

With the implementation of Bus Rapid Transit (BRT) service, there was a loss of service to the Town of Carbondale. The CCS has replaced about 66 trips, and has increased the efficiency of the service to the residents of the Town of Carbondale and to the region as a whole. Nonetheless, since its inception, there has been debate as to whether the Town of Carbondale is receiving a free service from RFTA. The purpose of the memorandum included in the Board packet is to show that the CCS is a replacement to the service that no longer operates in the Town of Carbondale's commercial core.

RFTA is still trying to estimate the cost differential between the new and previous service, stated Blankenship, but RFTA believes that the Circulator option provides better service to Carbondale residents and improves service for regional passengers. Therefore, the intention is to make the Circulator system permanent.

**Discussion:**

Gamba asked is there a fare charged on the circulator? Blankenship responded that there is no fare charged on the CCS. RFTA collects the full fare at the BRT Lot to make it easier for the operators and less confusing to the riders. Further, RFTA has received a \$96,000 grant from CDOT to purchase a cut-away that will be used for this service.

Blankenship indicated that estimated that the fully allocated cost for this service is \$640,000; however that amount is being offset to a degree by the elimination of significant bus services to Carbondale's commercial core, consisting of local and direct express buses. Some of the eliminated direct express services originated in Glenwood Springs and some originated in Carbondale, making it challenging to apportion the savings derived from not operating these services to any specific community. However, Blankenship said that RFTA would have been heavily criticized if it had eliminated these services and not replaced them with the Circulator, because the remaining local buses running every 30 minutes in each direction were not effective circulators.

Whitsitt requested that the name be changed, or that we refrain from calling it the "free" Carbondale Circulator service. It should be understood that the provision of this service is a result of RFTA's obligation to the Town of Carbondale as a member of the RTA. The Intergovernmental Agreement forming RFTA required RFTA to deviate from SH82 to service Carbondale, because Carbondale is not a part of the Colorado State Highway 82 corridor mainline. Whitsitt suggested that the service be named the Carbondale Mainline or just the Carbondale Service. If not, it will bring up the equity question continually.

Steve Skadron stated that he supports memorializing this decision. Owsley asked for clarification that this is indefinite, with no time limit.

**Jacque Whitsitt made the motion to continue the Carbondale Circulator Service indefinitely and to memorialize the decision to do so; and, Bob Gordon seconded the motion. The motion passed unanimously.**

**C. Updated Regarding Proposed Rio Grande Railroad Corridor Access Control Plan – Angela Henderson, Assistant Director, Project Management and Facilities Operations**

For the sake of expediency, Bernot urged members of the Board to refer to the report included in their packet regarding the recent update to the schedule regarding the adoption of the Rio Grande Railroad Corridor Access Control Plan.

**D. Rail Corridor License Request for ACES Rock Bottom Ranch Soft Trail – Angela Henderson, Assistant Director, Project Management and Facilities Operations**

Bernot invited Chris Lane to walk through the plan, as presented in the Board packet. Rock Bottom Ranch has requested two trail-to-trail connections to the Rio Grande Trail. One connection, the East up-valley connection, was approved during the last month's meeting; however, the other connection, Henderson clarified, is a "bandit" connection with no official link to the RGT, which ACES inherited.

Henderson showed a map of the two locations, specifying the visibility in each direction at each site. Chris Lane explained that ACES is trying to establish two accesses to engage trail users. The GOCO grant approval was influenced by connections to the RGT. The location, he said, is located in a trail section that is closed five months of the year. Henderson said that the accesses will be licensed, and the licenses can be revoked.

Three board members reported meeting briefly with ACES Director Chris Lane on site (for a different reason), but none of them met at the same time. This prompted a discussion about whether the Board members were breaking "Sunshine" laws, which prohibit ex-parte communications about pending proposals. Taddune responded that they were not there at the same time and not for that specific reason, so it was unlikely to violate Sunshine laws. Taddune later followed up to reaffirm.

**Jacque Whitsitt motioned to approve both requests for the crossing and, Bob Gordon seconded the motion.**

**Discussion:**

Skadron stated that the RFTA Board's mission is to uphold the vision of maintaining the trail as a seamless transportation corridor for future transportation purposes. The primary goal is to protect the integrity of the trail until rail is returned. Once we lose the seamlessness, we lose its value and utility. Each access can potentially affect or preclude the viability as a rail corridor. Skadron said his issue isn't with the ACES proposal, but with the Board's failure to adhere to its higher vision. Skadron said he was not so concerned about safety, because the proposal is not a crossing; he needed some assurance that the Board is meeting the goal of preserving the trail, that this licensing of facilities is satisfying the Board's mission, should mass transit on the corridor come to fruition.

Henderson responded that the Comprehensive Plan addresses this through licensing agreements, which are nearly identical to what the previous railroads used to manage accesses and crossings. These agreements allow 30 day notice to revoke the license, to allow the corridor to be used for rail. Taddune added that RFTA will make it clear that the license is conditional on revocation, even if the language is redundant. This is the reason we issue licenses, not easements, said Henderson.

Whitsitt suggested that the Board consider a moratorium on granting access to the Rio Grande Trail, after coming to conclusion on the motion. Bernot expressed concern about the moratorium, saying it might trigger numerous immediate trail connection proposals from Carbondale, and possibly Glenwood Springs and others as well. Owsley asked whether there was a way to grant two licenses, as opposed to one. Henderson responded that even with issuance of one license, the license can be amended to reflect changes to one or the other.

**The motion was approved by Roll Call Vote:** No – Skadron; Yes – Whitsitt, Gamba, Owsley, Bernot, Gordon, Shenk.

Owsley commented that the licensing seems to protect the corridor, since the license can be revoked if needed. It's those connections to communities and the resources within that make the trail valuable. Skadron concurred but still expressed concern about the number of connections. Owsley responded that the Board's role is to manage the number of crossings. Hoffman said the corridor, as a thriving bike/ped trail, serves a mass transit purpose right now.

Bernot said that the Town of Carbondale has held off adding connections because the Town wants to be respectful of the trail, but there are trail connections that could address needs in our communities.

Regardless of the powers of the License Agreement, said Whitsitt, anyone who sits on a board knows, once you give an agreement, such as license, you cannot take it back. Politically, there is no way you are going to revoke a license.

The ACP also contemplates consolidation of accesses where feasible and reasonable, said Henderson. Once we complete the ACP, we begin work on the Recreational Trails Plan, which is intended to be consistent with the ACP.

8. **Board Governance Process:**

A. **CEO Performance Review** – Dan Blankenship, CEO

Bernot asked that the Board begin to consider who will be on the subcommittee.

9. **Information/Updates:**

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

Bernot asked that the Board members consider being RFTA's representative on the Garfield Clean Energy board. She suggested that the primary representative be an elected official, as opposed to a Staff member. Currently, Jason White has been representing RFTA. White would become the alternate. This is a monthly commitment. The Board will take up discussion of this matter at the next Board meeting.

10. **Issues to be Considered at Next Meeting:** No issues were identified.

11. **Next Meeting:** 8:30 – 12:00 p.m., October 8, 2015 at Carbondale Town Hall

12. **Adjournment:**

The Board Meeting adjourned at 12:03 p.m.

Respectfully Submitted:

Collina Washington  
Acting Board Secretary

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

<b>Meeting Date:</b>	October 8, 2015
<b>Agenda Item:</b>	State Trails Program Letter of Support for LOVA Trail Grant.
<b>Policy #:</b>	<b>2.8: Board Awareness and Support</b>
<b>Strategic Goal</b>	Complete Regional Bicycle, Pedestrian and Transit Access Plan (BPTAP)
<b>Presented By:</b>	Jason White, Assistant Planner
<b>Recommendation:</b>	Approve and sign the attached letter of support.
<b>Core Issues:</b>	<ul style="list-style-type: none"> <li>• In June, Governor Hickenlooper announced the <i>Colorado the Beautiful Trails Project: 16 in 2016</i>. This statewide call to action serves a dual purpose of linking outdoor spaces and connecting more people to those places. The Colorado Department of Natural Resources (DNR), in coordination with Great Outdoors Colorado, nonprofit organizations and state agencies, would by 2016 identify the 16 most important trail gaps, missing trail segments and unbuilt trails across the state and elevate them to priority projects.</li> <li>• RFTA, the Lower Valley Trails Group (LOVA) and Western Garfield County jurisdictions have expressed interest in advocating for the LoVa Trail (or West Garfield County Trail) as one of the 16 priority trail segments. The LOVA Trail was ranked as one of the highest priority regional bike-ped projects, from Parachute to Aspen, in RFTA’s recently completed the BPTAP.</li> <li>• The 47-mile, non-motorized LoVa Trail from Glenwood Springs, west to the Garfield County line, has been in the planning stages for many years. High construction costs have prohibited full development of the trail. Once all of the Garfield County communities are connected with trail sections through the Colorado River Valley, this bicycle-pedestrian trail will provide a wide range of benefits including: accessibility, mobility, public health, recreation, tourism and promotion of our regional environment and high quality of life. All seven of the Garfield County communities along the Colorado River and Roaring Fork River Corridors agree that completion of this trail would benefit accessibility, mobility, public health, recreation, tourism and the regional environment.</li> <li>• Staff recommends that the Board adopt, approve, and sign the letter of support for this regional effort to potentially help LOVA garner funding for this worthwhile project.</li> </ul>
<b>Policy Implications:</b>	RFTA Board Awareness and Support Policy 2.8 states, “The CEO may not fail to supply for the Board’s consent agenda, along with applicable monitoring information, all decisions delegated to the CEO yet required by law, regulation or contract to be Board-approved.
<b>Fiscal Implications:</b>	There are no fiscal implications at this time; only Board support. If the LoVa Trail is chosen by the Department of Natural Resources as a candidate for one of the 16 priority trail segments, then RFTA Staff may be in the position to apply on behalf of regional member jurisdictions for additional grant funding via Great Outdoors Colorado.
<b>Attachments:</b>	Yes, please see the Letter of Support, below.



October 8<sup>th</sup>, 2015

Thomas M. Morrissey, PE  
State Trails Program Manager  
State Liaison Officer for the Land and Water Conservation Program

Dear Mr. Morrissey,

The Roaring Fork Transportation Authority (RFTA) Board of Directors is in full support of Governor Hickenlooper's *Colorado the Beautiful Trails Project: 16 in 2016*. In particular, the Board would like to nominate the 47-mile Lower Valley Trail (LOVA Trail), from Glenwood Springs west to the Garfield County Line, as one of the top 16 most important non-motorized trail gaps that should be completed in Colorado.

RFTA is positioned to assist with the development of, and to seek grant funding for, alternative transportation and other multimodal projects that benefit our 70-mile service region. RFTA recently managed the completion of a *Regional Bicycle, Pedestrian and Transit Access Plan* from Aspen to Parachute. This expansive and well-received project closely follows the format of the *CDOT State Bicycle & Pedestrian Plan* and the LOVA Trail was ranked as one of the highest priority, non-motorized bike-pedestrian trail projects. All seven of the Garfield County communities along the Colorado River and Roaring Fork River Corridors agree that completion of this trail would benefit accessibility, mobility, public health, recreation, tourism and the regional environment.

As the "16 in 16" effort progresses, RFTA is willing, able, and eager to work with LOVA, Garfield County, and the Garfield County communities to make the LOVA Trail a priority project and help secure potential funding for design and construction. More information about the LOVA Trail Master Plan can be accessed at [www.lovatrails.org](http://www.lovatrails.org).

Thank you for your consideration of this regional priority trail project as a showcase trail project for the State of Colorado.

Sincerely,

\_\_\_\_\_  
Stacey Patch Bernot, Chair

\_\_\_\_\_  
Date

**RFTA BOARD OF DIRECTORS MEETING  
 “CONSENT AGENDA” AGENDA ITEM SUMMARY # 7. B.**

<b>Meeting Date:</b>	October 8, 2015								
<b>Agenda Item:</b>	Resolution No. 2015-17: Authorization to Submit a Great Outdoors Colorado Grant Application								
<b>Policy #:</b>	<b>2.8: Board Awareness and Support</b>								
<b>Strategic Goal:</b>									
<b>Presented By:</b>	Jason White, Assistant Planner								
<b>Recommendation:</b>	Adopt Resolution 2015-17								
<b>Core Issues:</b>	<ul style="list-style-type: none"> <li>Staff is planning to apply for a Great Outdoors Colorado Local Government Program Planning Grant for a <i>Rio Grande Corridor ArtWay Plan</i> for the 1-mile stretch of railroad corridor in Carbondale, CO. This plan will further efforts already underway with RFTA, the Town of Carbondale, and the Carbondale Council on Arts &amp; Humanities (CCAH) in the larger Carbondale Creative District. Staff plans to apply for \$75,000 in grant funding, representing 80% of the total estimated \$93,750 project cost. Staff is proposing that RFTA provide \$18,750, or a 20% local match, as follows:           <table border="1" data-bbox="602 919 1401 1066" style="margin: 10px auto;"> <caption align="center"><b>Proposed grant funding:</b></caption> <thead> <tr> <th>Element</th> <th>GoCo</th> <th>RFTA</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Rio Grande Corridor ArtWay Plan</td> <td>\$75,000</td> <td>\$18,750</td> <td>\$93,750</td> </tr> </tbody> </table> </li> <li>Great Outdoors Colorado requires applicants for grant funds to provide resolutions from their Board of Directors authorizing the submission of the applications and local match if a grant is awarded.</li> <li>Staff recommends that the Board adopt Resolution 2015-17 <i>attached</i> below.</li> </ul>	Element	GoCo	RFTA	Total	Rio Grande Corridor ArtWay Plan	\$75,000	\$18,750	\$93,750
Element	GoCo	RFTA	Total						
Rio Grande Corridor ArtWay Plan	\$75,000	\$18,750	\$93,750						
<b>Policy Implications:</b>	RFTA Board Awareness and Support Policy 2.8 states, “The CEO may not fail to supply for the Board’s consent agenda, along with applicable monitoring information, all decisions delegated to the CEO yet required by law, regulation or contract to be Board-approved.								
<b>Fiscal Implications:</b>	If RFTA is awarded this Great Outdoors Colorado grant it would receive up to \$75,000 in revenue for a <i>Rio Grande Corridor ArtWay Plan</i> . An \$18,750 local match would need to be provided by RFTA.								
<b>Attachments:</b>	Yes, please see Resolution 2015-17, below. Also, please see Rio Grande ArtWay video link 10-8-15.pdf included in the October 2015 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the Board Agenda packet.								

**BOARD OF DIRECTORS**

**ROARING FORK TRANSPORTATION AUTHORITY**

**RESOLUTION NO. 2015-17**

**Resolution Supporting a Grant Application for a Planning Grant from Great Outdoors Colorado for a Rio Grande ArtWay Plan in the Rio Grande Railroad Corridor in Carbondale, CO**

**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 Great Outdoors Colorado, and

**WHEREAS**, RFTA has submitted a Grant Application for the Rio Grande ArtWay Plan requesting a total award of \$75,000; and

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 has appropriated matching funds for a grant with Great Outdoors Colorado.
3. When 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 Great Outdoors Colorado.
5. The Rio Grande Railroad Corridor is owned by RFTA and will be owned by RFTA for at least the next 25 years. The RFTA Board of Directors will continue to maintain the Rio Grande Railroad Corridor in a high quality condition and will appropriate funds for maintenance annually.
6. When a grant is awarded, the RFTA Board of Directors hereby authorizes the CEO to sign a Grant Agreement with Great Outdoors Colorado.

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 8<sup>th</sup> day of October, 2015.

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

By: \_\_\_\_\_  
Stacey Patch Bernot, 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 October 8, 2015 (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 \_\_\_\_ day of \_\_\_\_\_, 2015.



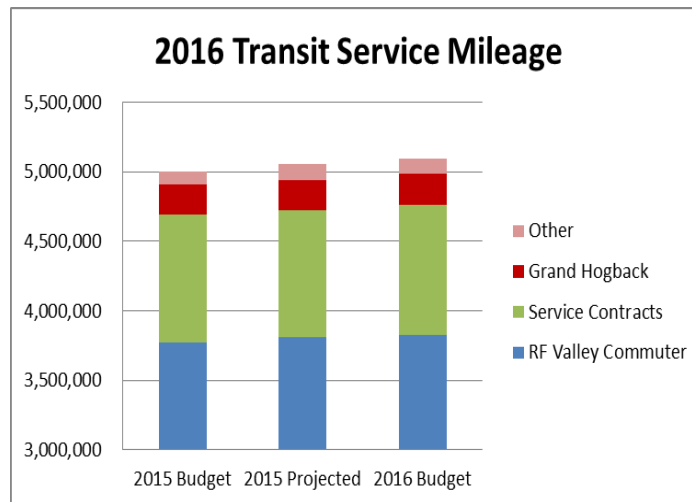
**RFTA BOARD OF DIRECTORS MEETING  
PRESENTATIONS AGENDA SUMMARY ITEM 8. A.**

<b>Meeting Date:</b>	October 8, 2015
<b>Agenda Item:</b>	Presentation of 2 <sup>nd</sup> Draft of 2016 Budget
<b>POLICY #:</b>	<b>2.4.5: Financial Planning/ Budgeting</b>
<b>Action Requested:</b>	Approval of 2016 Budget priorities, revenue and expenditures assumptions.
<b>Presented By:</b>	Michael Yang, Director of Finance
<b>Staff Recommends:</b>	Approve prioritization and assumptions of the 2016 Budget with revisions as the Board feels necessary
<b>Core Issues:</b>	Limited financial resources for 2016 Budget require the establishment of priorities and expenditures assumptions to meet the 2016 budget goals established by the Board at the August 2015 Board meeting.
<b>Background Info:</b>	<p>At the August 2015 Board meeting, staff presented the 2016 budget initiatives, assumptions and issues. The 1<sup>st</sup> draft of the 2016 budget was prepared based on the approved budget initiatives and assumptions presented at the September Board meeting.</p> <p>The 2<sup>nd</sup> draft of the 2016 budget reflects revised estimates and other items based on new information since last month. The budget is a work-in-progress and will be refined in October as more actual expenditure and revenue data become available, which can affect the General Fund's current surplus forecast for 2015.</p> <p>The 2<sup>nd</sup> draft of the budget will be presented in the following order (<i>with updates highlighted in yellow</i>):</p> <ol style="list-style-type: none"> <li>1. Services</li> <li>2. Issues</li> <li>3. Consolidated Financial Overview</li> <li>4. Estimated Revenue Composition and Assumptions</li> <li>5. Budgeted Expenditures by Program/Department and Assumptions</li> <li>6. Budgeted Other Financing Sources/Uses</li> <li>7. Staffing</li> <li>8. Major Goals</li> <li>9. Fund Balance &amp; Operating Reserves</li> <li>10. Background information</li> </ol>
<b>Policy Implications:</b>	Board Job Products Policy 2.4.5 states, "The Board will approve RFTA's annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy)."
<b>Fiscal Implications:</b>	Limited resources will require prioritization of Authority projects; revenue and expenditures assumptions could affect Fund balance.
<b>Attachments:</b>	Yes, please see 2016 2 <sup>nd</sup> Draft Budget presentation on the following pages.

# 2016 RFTA BUDGET – 2<sup>nd</sup> DRAFT PRESENTATION

## 1. Services:

- Assumes status quo service levels with updates for seasonal changes and one additional day in February as a result of 2016 being a leap year.
- Increased service levels for the City of Aspen’s Burlingame route are assumed for the 2015/2016 winter season.
- The Forest Service is anticipated to confirm in the near future whether or not they wish to continue the increased service levels for the Maroon Bells tour in 2016, which is currently assumed in the budget.



## 2. Challenges, Issues and Opportunities

- As the Authority’s primary funding mechanism, Sales and Use tax revenues can be volatile and growth can vary among our eight member jurisdictions. The Authority relies on each member jurisdiction’s Finance Department’s assumptions and trend analysis for estimate preparation. Staff reached out to each Finance Department to obtain their sales tax estimates for 2016. *Of the eight jurisdictions, staff has heard back from six and made our own assumptions for the remaining two jurisdictions until new information becomes available. As a result, Sales tax revenues are estimated to increase by almost 3% while Use tax is conservatively estimated at 70% of 2015 projections.*
- Transit fuel prices are known to be volatile. Similar to previous years, management obtained a fixed price transit diesel and gasoline fuel contracts to manage this volatility resulting in an 18% decrease from the current year’s weighted average cost per gallon.
- *Healthcare cost: Staff received new information from RFTA’s healthcare provider that Medical premiums will actually decrease by 5% with no changes in Dental, Vision and Life/AD&D. The decrease was attributable to a renewable band methodology change made by our provider, County Health Pool, who will increase the number of bands from 7 to 10. The increase in bands allows for smaller rate increases in the upper bands and allows for increased loss ratio percentages in the lower bands;*

*therefore more entities have lower rate increases. Staff has reviewed the current plan design and recommends no changes to employee contributions.*

- Historically, the high cost of living in the Roaring Fork Valley has negatively affected the Authority's ability to hire and retain qualified transit personnel. Combined with today's stronger economy, the Authority faces increased challenges to attract and maintain adequate staffing levels. Management continues to review and refine the Authority'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 compensation review, a market survey for all job descriptions started in September. *So far, results have been received for bus operators and transit mechanics while results for all other positions are forthcoming. Staff has reviewed the information received thus far and recommends revising the merit increase accordingly. Any other potential adjustments will be identified and considered, as needed.*
- *Contract negotiations with Amalgamated Transit Union (ATU) Local 1774 are anticipated to begin at the end of November. This timing will not allow finalization of the 2016 budget for the November Board meeting to include potential budgetary impacts resulting from the completion of negotiations. Since negotiations will conclude after the 2016 budget has been adopted and budgetary impacts are known, staff will present a 2016 supplemental budget appropriation resolution at a future Board meeting for approval, if necessary.*
- Management will need to develop a funding strategy for the short and long term capital needs, which may include: financing options, seeking out grant opportunities, the use of reserves in fund balance, seeking additional revenue streams dedicated to capital replacement, and reducing operating expenditures. *The immediate capital needs include bus replacements and Phase 1 of the GMF renovation and expansion project.*
  - *Bus replacements: Staff has completed an initial State of Good Repair inspection of almost the entire fleet of transit buses. The initial results identified approximately 6 buses that should be replaced with over-the-road coaches. Staff recommends replacing these with CNG powered buses with an estimated lead time of around 12-16 months. This would require an appropriation so that buses could be ordered in 2016, with delivery and payment in the early part of 2017. To fund these replacements, staff recommends to actively seek capital grants and to finance the remaining amount by securing a capital lease purchase agreement of up to \$5 million.*
  - *Phase I of GMF: Staff has reviewed the current plans for the multi-phase GMF renovation and expansion project and determined the critical need to complete Phase I, which will provide storage, maintenance and operations support for our regional transit services, including BRT, and also the storage of additional buses needed for the anticipated transit mitigation during the CDOT Grand Avenue Bridge replacement project. The preliminary cost estimate is approximately \$5 million and staff recommends issuing the remaining \$7.1 million of bonding authority approved by voters during the November 2008 election. Staff has consulted with Bond Counsel regarding the financing plans and will have more work to do over the next month; however, there doesn't appear to be any major challenges in moving forward with the financing plan for Phase I.*

### 3. Consolidated Financial Overview

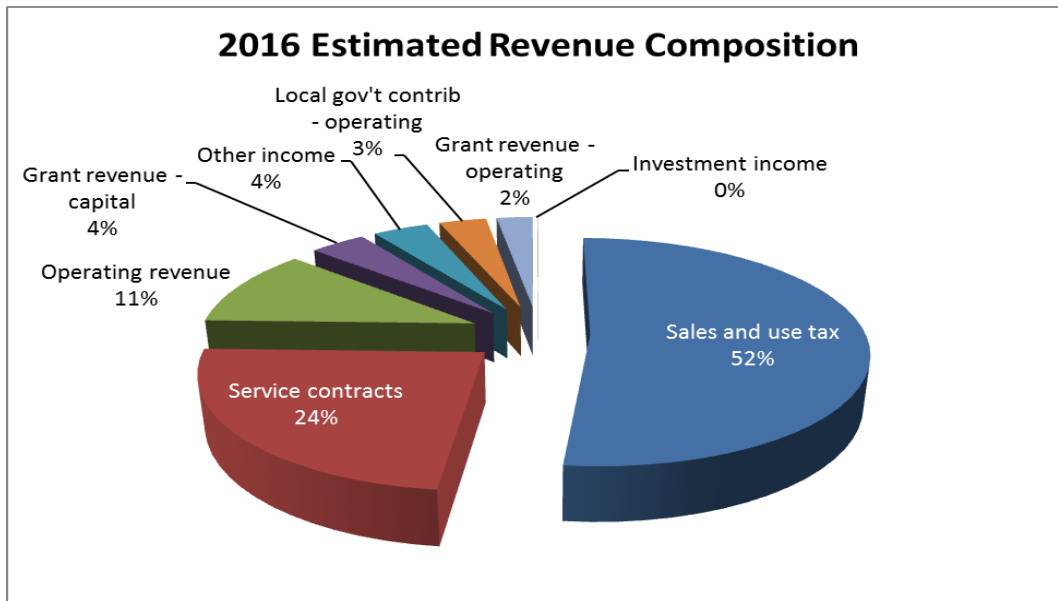
(1,000's)	General Fund	Service Contracts	Bus Stops/ PNR SRF	Mid Valley Trails SRF	Capital Projects Fund*	Debt Service Fund	2016 Total Budget	%
<b>Beginning fund balance (Budget).</b>	\$ 15,846	\$ -	\$ 80	\$ 116	\$ -	\$ 2,499	\$ 18,541	
<b>Revenues:</b>								
Sales and use tax	\$ 20,729	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ 20,779	52%
Service contracts	\$ -	\$ 9,483	\$ -	\$ -	\$ -	\$ -	\$ 9,483	24%
Operating revenue	\$ 4,455	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,455	11%
Grant revenue - operating	\$ 1,015	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,015	3%
Grant revenue - capital	\$ 1,538	\$ 30	\$ -	\$ -	\$ -	\$ -	\$ 1,568	4%
Local gov't contrib - operating	\$ 1,332	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,332	3%
Local gov't contrib - capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Other income	\$ 436	\$ -	\$ 461	\$ -	\$ -	\$ 679	\$ 1,576	4%
Investment income	\$ 14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14	0%
<b>Total revenue</b>	<b>\$ 29,518</b>	<b>\$ 9,513</b>	<b>\$ 461</b>	<b>\$ 50</b>	<b>\$ -</b>	<b>\$ 679</b>	<b>\$ 40,221</b>	<b>100%</b>
<b>Program expenditures:</b>								
Fuel	\$ 1,695	\$ 741	\$ -	\$ -	\$ -	\$ -	\$ 2,435	5%
Transit	\$ 19,350	\$ 8,895	\$ 665	\$ -	\$ -	\$ -	\$ 28,909	56%
Trails & Corridor Mgmt	\$ 436	\$ -	\$ -	\$ 44	\$ -	\$ -	\$ 480	1%
<b>Subtotal operating exp.</b>	<b>\$ 21,480</b>	<b>\$ 9,636</b>	<b>\$ 665</b>	<b>\$ 44</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,824</b>	<b>61%</b>
Capital	\$ 7,424	\$ -	\$ -	\$ -	\$ 6,691	\$ -	\$ 14,115	27%
Debt Service	\$ 2,319	\$ -	\$ -	\$ -	\$ 142	\$ 3,358	\$ 5,819	11%
<b>Total expenditures</b>	<b>\$ 31,223</b>	<b>\$ 9,636</b>	<b>\$ 665</b>	<b>\$ 44</b>	<b>\$ 6,833</b>	<b>\$ 3,358</b>	<b>\$ 51,758</b>	<b>100%</b>
<b>Other financing sources</b>	<b>\$ 5,172</b>	<b>\$ 123</b>	<b>\$ 204</b>	<b>\$ -</b>	<b>\$ 7,330</b>	<b>\$ 2,951</b>	<b>\$ 15,780</b>	
<b>Other financing (uses)</b>	<b>\$ (3,231)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (272)</b>	<b>\$ -</b>	<b>\$ (3,503)</b>	
<b>Change in Fund Balance</b>	<b>\$ 236</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 6</b>	<b>\$ 225</b>	<b>\$ 272</b>	<b>\$ 739</b>	
<b>Ending fund balance</b>	<b>\$ 16,082</b>	<b>\$ 0</b>	<b>\$ 80</b>	<b>\$ 122</b>	<b>\$ 225</b>	<b>\$ 2,771</b>	<b>\$ 19,281</b>	

For an explanation of each fund, please refer to the Background section at the end of this report.

\*While the 2015 budget reflects that the remaining capital project funds are to be expended, any unexpended budget will need to be re-budgeted in 2016. These capital projects include BRT, Aspen Maintenance Facility (AMF) Recommissioning Project, Rubey Park Renovation, and Carbondale Park & Ride Expansion. **The following schedule shows the underlying capital project funds that make up the total Capital Projects Fund:**

(1,000's)	VSS BRT CPF	AMF CPF	Series 2013A CPF	Series 2016A CPF	Total Capital Projects Fund
<b>Beginning fund balance (Budget).</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenues:</b>					
<b>Total revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Program expenditures:</b>					
Capital	\$ -	\$ -	\$ -	\$ 6,691	\$ 6,691
Debt Service	\$ -	\$ -	\$ -	\$ 142	\$ 142
<b>Total expenditures</b>	\$ -	\$ -	\$ -	\$ 6,833	\$ 6,833
<b>Other financing sources</b>	\$ -	\$ 225	\$ -	\$ 7,105	\$ 7,330
<b>Other financing (uses)</b>	\$ -	\$ -	\$ -	\$ (272)	\$ (272)
<b>Change in Fund Balance</b>	\$ -	\$ 225	\$ -	\$ -	\$ 225
<b>Ending fund balance</b>	\$ -	\$ 225	\$ -	\$ -	\$ 225

#### 4. Estimated Revenue Composition & Assumptions



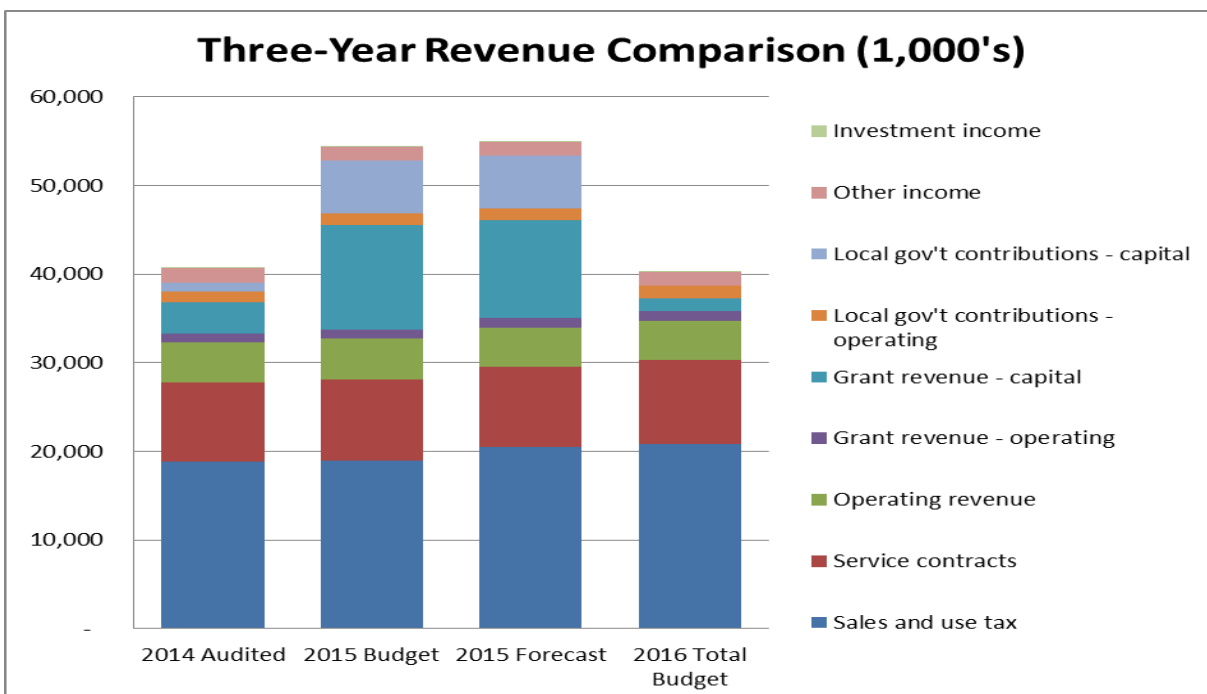
- Sales tax revenues are dedicated taxes collected from member jurisdictions based on intergovernmental agreements:
  - The chart below shows estimates by jurisdiction:

Member Jurisdictions	2016 % Increase
Aspen	4.0%
Basalt*	2.0%
Carbondale*	2.0%
Glenwood Springs	2.0%
Eagle County	3.0%
New Castle	2.0%
Pitkin County	4.5%
Snowmass Village	3.0%

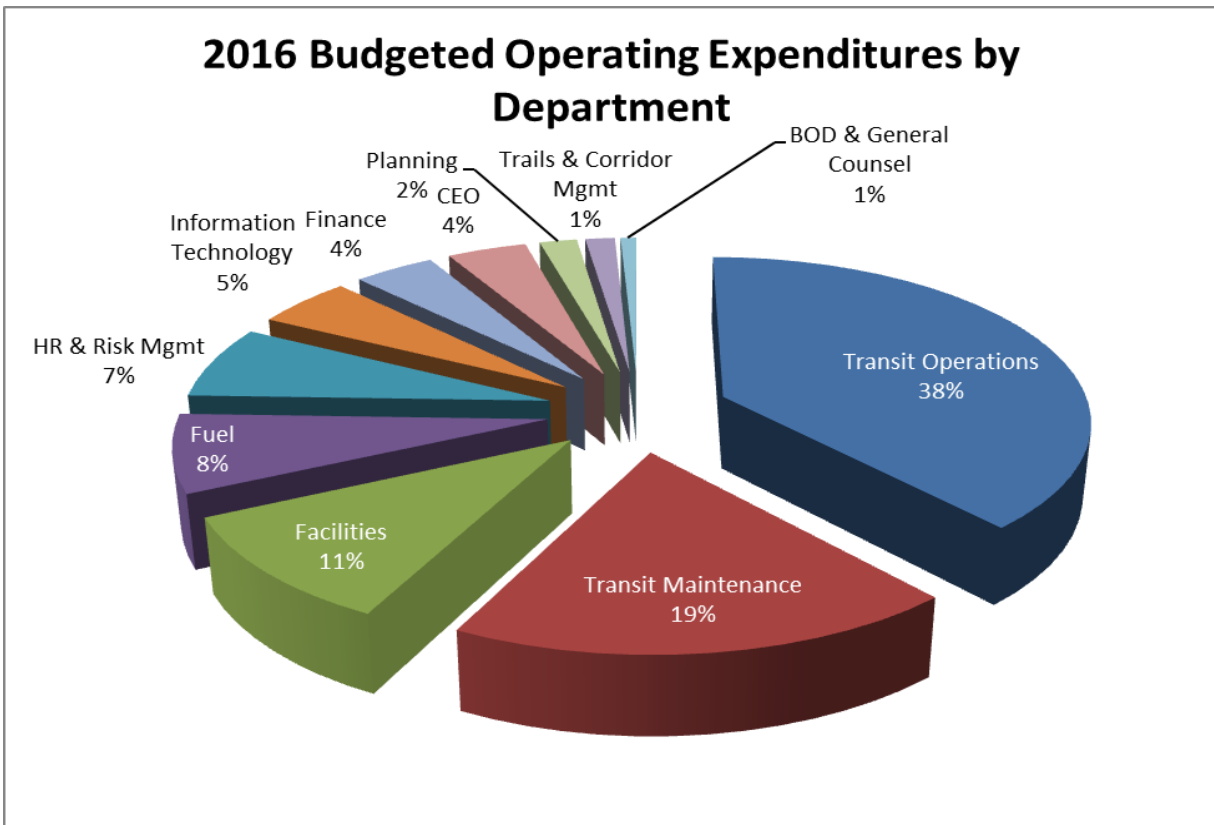
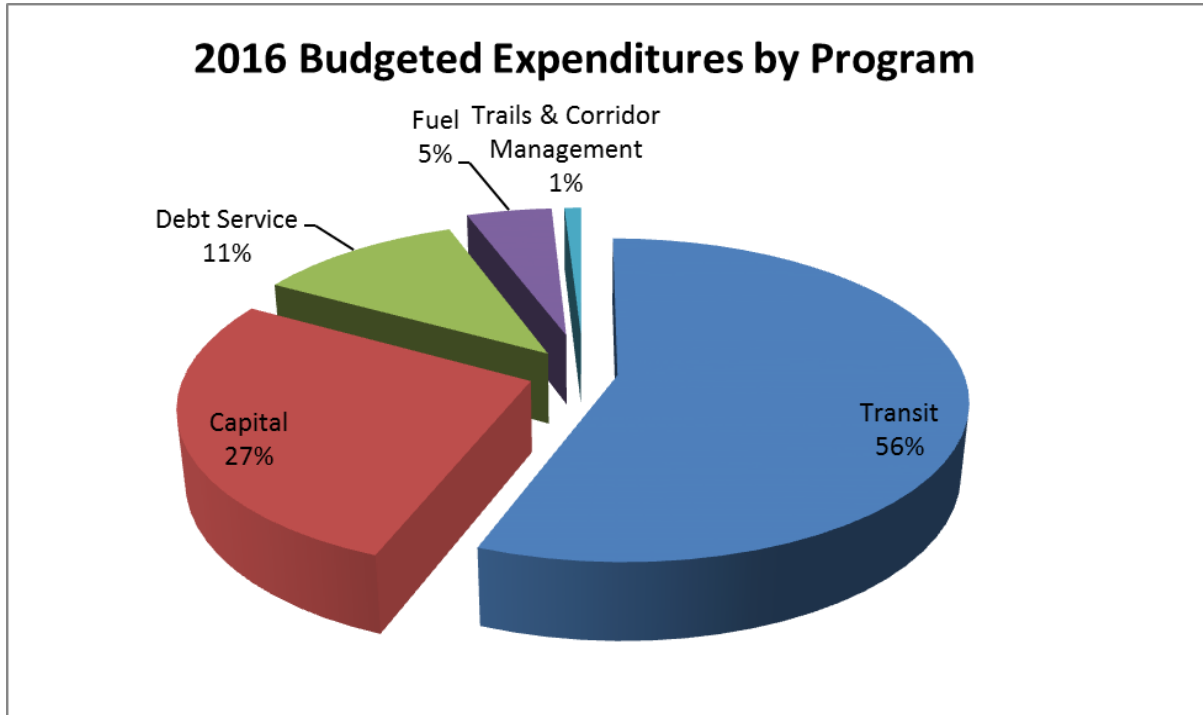
*\*Assumptions by RFTA until information is provided by the jurisdiction.*

- Service contract revenues are for contracted transit services which are billed monthly based on miles and hours by route. The Authority has service contract agreements with the Aspen Skiing Company, the City of Aspen, the City of Glenwood Springs and Garfield County (Travelers Program):
  - The Authority estimates hours and miles by route for each service contract agreement and calculated costs in accordance with each service contract agreement.
- Operating revenues reflect transit fares collected primarily on regional routes traveling on Highway 82 and the I-70 Corridor as well as fares related to the Maroon Bells service:
  - 2% increase in transit fares as a result of anticipated increase in regional ridership. At this time, there is no upward fare adjustment planned for 2016.

- The Authority receives operating and capital grant revenues from the Federal Transit Administration and the Colorado Department of Transportation:
  - \$1,014,500 from the FTA Section 5311 operating grant (flat from 2015);
  - \$1.5 million of capital grants for various transit capital needs including New Castle PNR, West Glenwood PNR, and revenue vehicle for the Carbondale shuttle;
  - Staff will be seeking capital grant funds to help fund various capital needs. Funds will be appropriated after grants have been awarded.
  - Additional grant revenues may be added in the final budget presented in November.
- Local governmental contributions are received to primarily help fund transit programs:
  - Assumes that the Elected Officials Transportation Committee (EOTC) will continue to provide funding of approximately \$621,658 for the no-fare Aspen/Snowmass regional transit service. Staff is seeking review of the EOTC contribution amount.
  - Assumes that Garfield County’s support for the Grand Hogback bus service will remain the same at \$650,000.
  - Assumes that the town of Rifle’s support for the Grand Hogback bus service will remain the same at \$20,000.
- Other income primarily consists of employee housing rental revenue in the General Fund, vehicle registration fees in the Bus Stop/Park & Ride Special Revenue Fund, and credits from the Federal Government representing a reimbursement on a portion of the interest paid on the Series 2009B Build America Bonds and Series 2012A and 2013A Qualified Energy Conservation Bonds in the Debt Service Fund.
  - Assumes year-round employee housing rental revenue will remain the same.
  - Assumes vehicle registration fees will remain the same.
  - Assumes a 6.8% sequestration rate on refundable credits applicable to the Authority’s Build America Bonds and the Qualified Energy Conservation Bonds. The sequestration rate is subject to change.



## 5. Expenditure by Program/Department & Assumptions



Department (1,000's)	Service		Bus Stops/		Mid Valley	2016 Total	
	General Fund	Contracts	PNR SRF	Trails SRF	Trails SRF	Budget	%
Fuel	\$ 1,695	\$ 719	\$ -	\$ -	\$ -	\$ 2,413	8%
Transit Maintenance	\$ 4,237	\$ 1,813	\$ -	\$ -	\$ -	\$ 6,051	19%
Transit Operations	\$ 8,096	\$ 4,127	\$ -	\$ -	\$ -	\$ 12,223	38%
CEO	\$ 906	\$ 384	\$ -	\$ -	\$ -	\$ 1,291	4%
Finance	\$ 923	\$ 391	\$ -	\$ -	\$ -	\$ 1,314	4%
Planning	\$ 427	\$ 181	\$ -	\$ -	\$ -	\$ 608	2%
HR & Risk Mgmt	\$ 1,588	\$ 673	\$ -	\$ -	\$ -	\$ 2,261	7%
Information Technology	\$ 1,110	\$ 471	\$ -	\$ -	\$ -	\$ 1,581	5%
Facilities	\$ 1,885	\$ 800	\$ 665	\$ -	\$ -	\$ 3,349	11%
BOD & General Counsel	\$ 178	\$ 75	\$ -	\$ -	\$ -	\$ 253	1%
Trails & Corridor Mgmt	\$ 436	\$ -	\$ -	\$ -	\$ 44	\$ 480	2%
<b>Total</b>	<b>\$ 21,480</b>	<b>\$ 9,636</b>	<b>\$ 665</b>	<b>\$ 44</b>	<b>\$ -</b>	<b>\$ 31,824</b>	<b>100%</b>

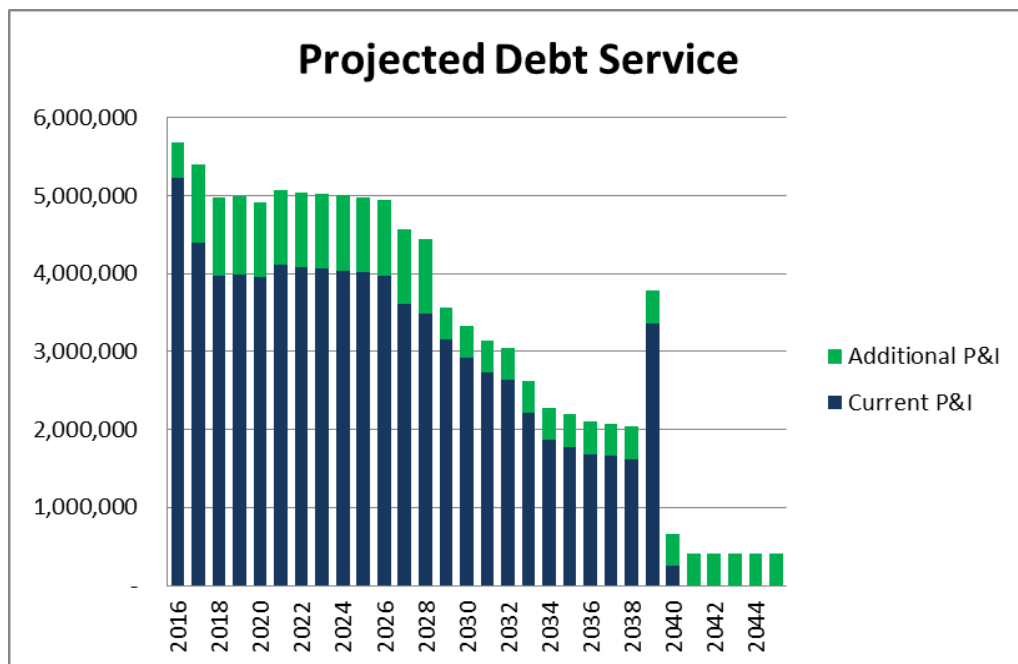
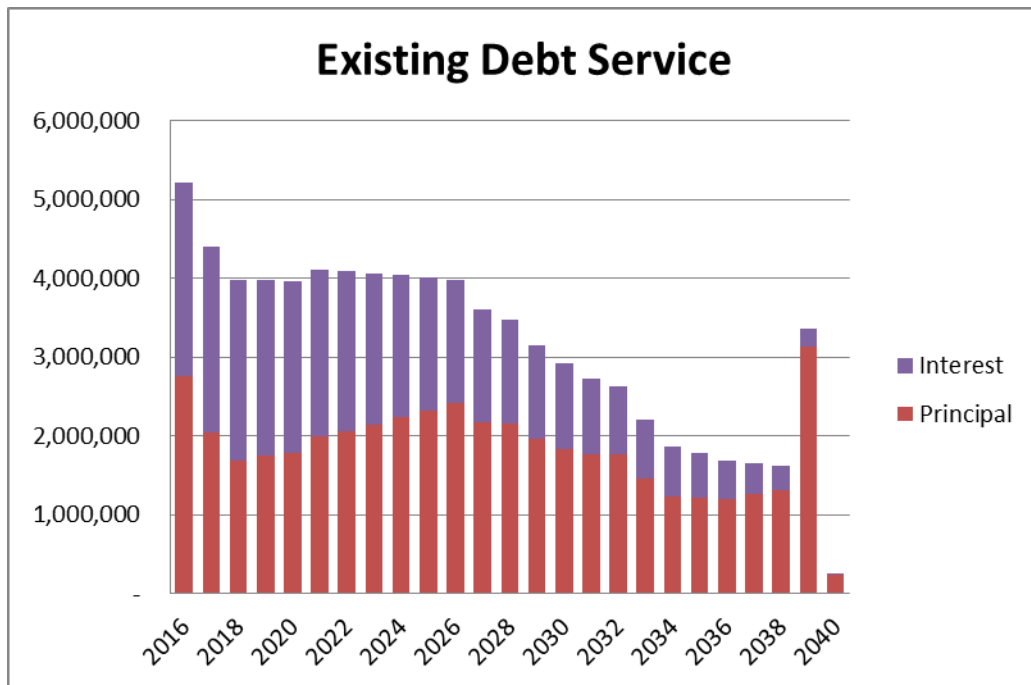
- Along with the market survey results received thus far, which indicate the starting wage for CDL Bus Operators should be increased from \$18/hour to 18.61/hour effective January 1, 2016, staff reevaluated the merit increase and recommends a baseline merit increase of up to 4% effective at each employee's next performance review date. Staff further recommends an additional 1% (total of 5%) for hard-to-recruit positions identified in the Vehicle Maintenance and Facilities departments. The merit increase % below refers to the baseline:

Merit Increase Scenario	Merit Increase Analysis (1,000's)				
	General Fund	Bus Stop/PNR SRF	Service Contract SRF	Total	
	1%	\$ 75 0.46%	\$ 1 0.54%	\$ 2 0.48%	\$ 78 0.46%
2%	\$ 150 0.91%	\$ 2 1.09%	\$ 4 0.95%	\$ 156 0.91%	
3%	\$ 225 1.37%	\$ 3 1.63%	\$ 7 1.67%	\$ 234 1.37%	
4%	\$ 299 1.81%	\$ 5 2.72%	\$ 9 2.15%	\$ 313 1.83%	

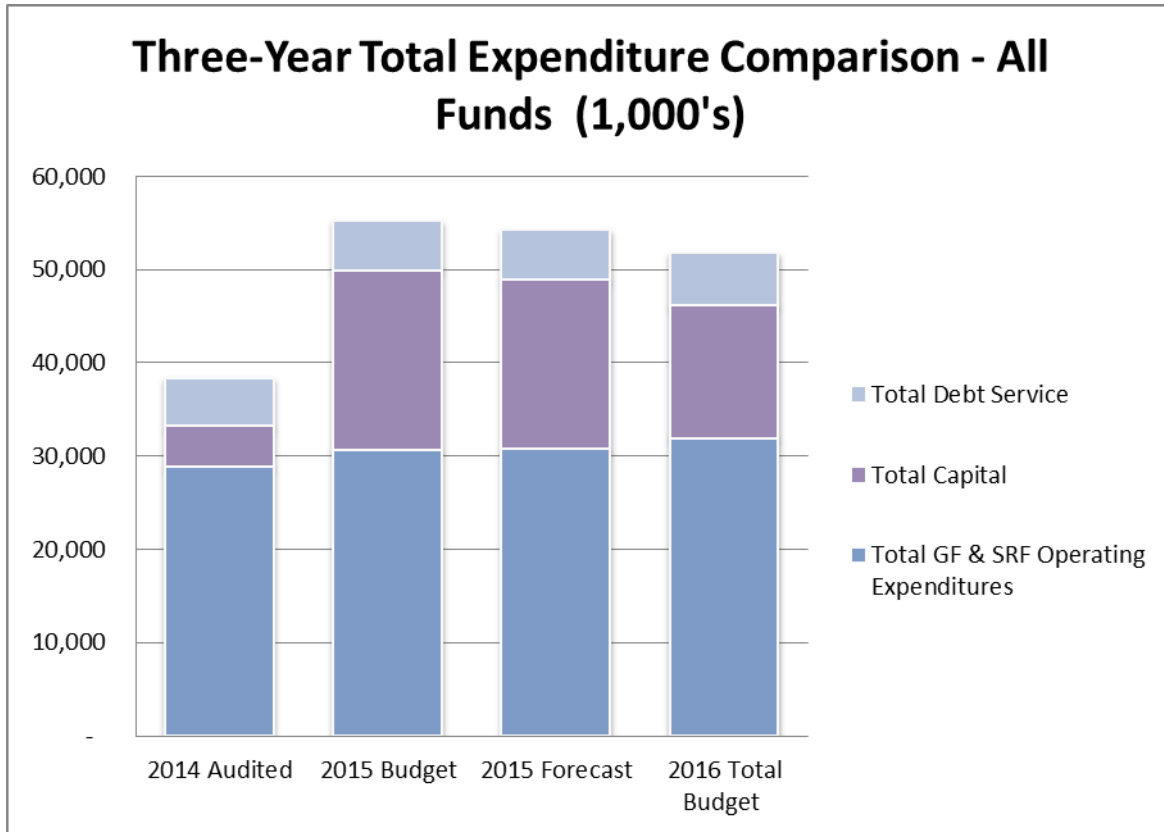
- The Authority received the Request for Funding Application Forms from three organizations:
  - \$25,000 from WE-cycle, a 501(c)(3) non-profit organization in Aspen to support night and weekend bike sharing operations;
  - \$25,000 from Garfield Clean Energy to support three key program areas and projects: (1) Energy Efficiency for Governments – for energy consulting services for RFTA, (2) Active Transportation – for helping to expand and promote multi-modal transportation, and (3) Alternative fuels – for building knowledge and demand for CNG and electric vehicles and fueling infrastructure..
  - \$4,000 from Northwest Colorado Council of Governments to help fund the match for their Section 5310 Mobility Management grant from CDOT.
- Approximately \$14.1 million of capital outlay has been budgeted. Approximately \$7.4 million of capital outlay has been included in the General Fund that includes New Castle PNR project, West Glenwood PNR project, revenue vehicle for the Carbondale shuttle, 6 bus replacements, Basalt Pedestrian Underpass Contribution, engine and transmission rebuilds, 5 non-revenue vehicle replacements, and minor transit equipment. Approximately \$6.7 million of capital outlay has been included in the Capital Project Fund to fund Phase I of the GMF renovation and expansion project. This may change as we finalize the budget in November.



- The existing annual debt service is approximately \$5.2 million. The 2005 Certificates of Participation are set to mature in 2016 with its final payment of \$412,775. The 2008 Capital Lease for buses will also mature in 2016. The 2007 Capital Lease for buses will mature in 2017. As a result of the upcoming final payments on these three particular debt over the next two years, RFTA will have the capacity to pay the additional estimated debt service from a bond issuance in 2016 and capital lease financing for the 6 bus replacements.



- Certain expenditures will be added into the budget through supplemental budget appropriation resolutions during the budget year when funding is available.



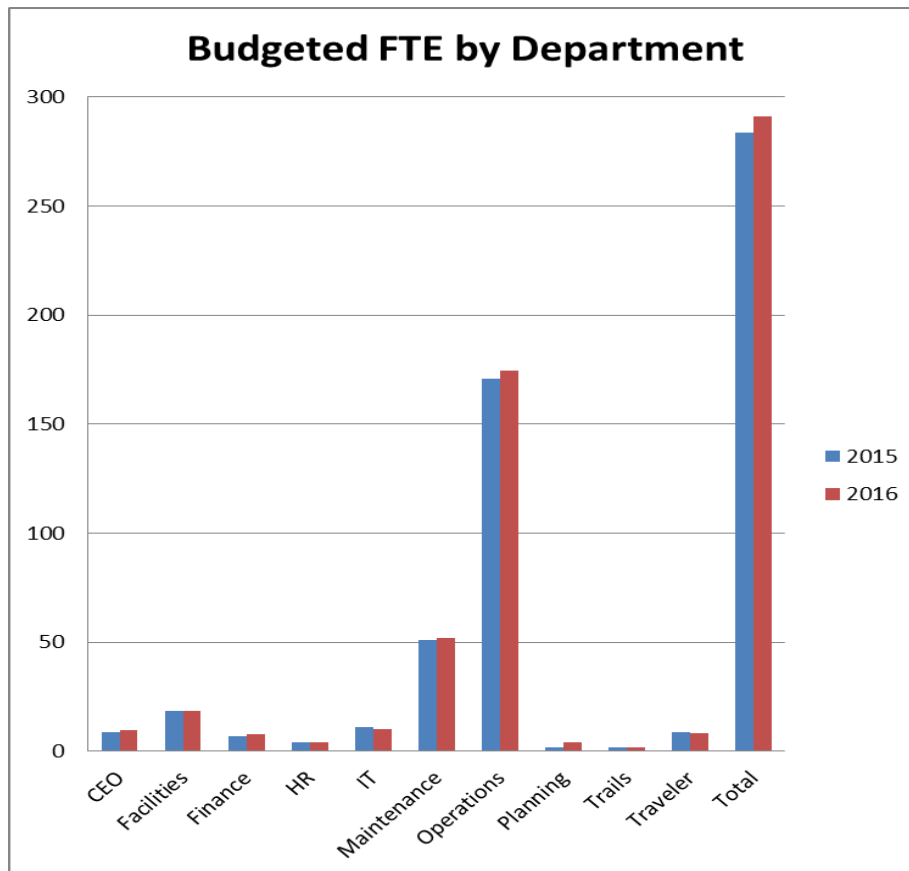
## 6. Other Financing Sources and Uses Assumptions

- *Approximately \$5.172 million of estimated Capital Lease Proceeds will be deposited into the General Fund for the capital lease purchase 6 replacement buses and 5 non-revenue support vehicles. If the delivery of the buses will occur in 2017, the budgeted capital outlay and capital lease proceeds will need to be re-appropriated in 2017.*
- *Approximately \$7.105 million of Bond Proceeds will be deposited into the Capital Projects Fund after the completion of the 2016 bond issuance to fund Phase I of the GMF renovation and expansion project. Approximately \$272,000 of bond proceeds will be transferred to the Debt Service Fund to satisfy the additional Debt Reserve requirement.*
- Approximately **\$204,000** of current available resources will be transferred from the General Fund to the Bus Stops/Park and Ride Special Revenue Fund to defray the cost of operating and maintaining the BRT stations & park and rides and other stops.
- RFTA will continue to contribute to the Traveler Program on behalf of its members located in Garfield County as reflected by the transfer of approximately **\$123,000** of current available resources from the General Fund to the Service Contract Special Revenue Fund.

- In accordance with bond resolutions, approximately **\$2.7 million** of current available resources will be transferred from the General Fund to the Debt Service fund, which will be used to fund current debt service payments on RFTA’s outstanding bonds from 2009, 2012, 2013, **and a new recommended issuance in 2016**.
- \$225,000 of current available resources will be transferred from the General Fund to the Capital Projects Fund to be used as local match for a \$900,000 CDOT/FTA Section 5311 capital grant designated for Phase IV of the AMF recommissioning project.

## 7. Staffing

- Assumes **290.8** full time equivalents compared to 283.7 budgeted in 2015:



## 8. Major Goals

Budget status of the 2016 major goals identified in the preliminary 2016 5-Year Strategic Plan document:

Items included in draft budget:

- Create and recruit Chief Financial and Administrative Officer
- Update CEO and Management Team Succession Plan
- Update Long-Term Capital Replacement Financing Plan
- Negotiate Collective Bargaining Agreement
- Provide on-going support for WE-Cycle

- Work with legislature to extend sunset on Transportation Authority Law to include property tax authority and Eminent Domain Power beyond 2019
- Complete New Castle Park & Ride construction (there is a chance that this could be delayed to 2017)
- *Develop Regional Integrated Transportation Plan (RITP)*
- *Secure funding for Phase I (at minimum) of the GMF renovation and expansion project*

Items not reflected in draft budget:

- Purchase one bicycle kiosk for RFTA BRT station - may need to review feasibility study in the mid-valley area before budgeting for one kiosk

## 9. Fund Balance & Operating Reserves

(1,000's)	General Fund	Service Contracts	Bus Stops/ PNR	Mid Valley Trails	Capital Projects Fund	Debt Service Fund	Total
<b>Beginning fund balance (budgeted)</b>	\$ 15,846	\$ -	\$ 80	\$ 116	\$ -	\$ 2,499	\$ 18,541
Revenues	\$ 29,518	\$ 9,513	\$ 461	\$ 50	\$ -	\$ 679	\$ 40,221
Expenditures	\$ (31,223)	\$ (9,636)	\$ (665)	\$ (44)	\$ (6,833)	\$ (3,358)	\$ (51,758)
Other financing source/(use)	\$ 1,941	\$ 123	\$ 204	\$ -	\$ 7,058	\$ 2,951	\$ 12,277
Change in net assets	\$ 236	\$ 0	\$ 0	\$ 6	\$ 225	\$ 272	\$ 739
<b>Ending fund balance</b>	<b>\$ 16,082</b>	<b>\$ 0</b>	<b>\$ 80</b>	<b>\$ 122</b>	<b>\$ 225</b>	<b>\$ 2,771</b>	<b>\$ 19,281</b>

### Ending fund balance composition:

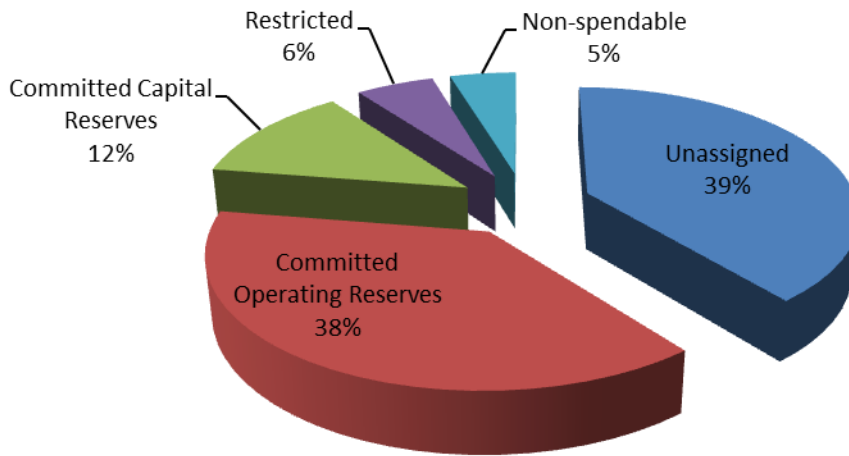
<b>Non-spendable fund balance</b>	\$ 750						\$ 750
<b>Restricted fund balance</b>	\$ 886		\$ 80	\$ 122	\$ 225	\$ 2,771	\$ 4,084
<b>Committed fund balance:</b>							
Operating reserves	\$ 6,159						\$ 6,159
Facilities capital reserves	\$ 775						\$ 775
Transit capital reserves	\$ 535						\$ 535
Trails capital reserves	\$ 675						\$ 675
<b>Unassigned fund balance</b>	\$ 6,303						\$ 6,303
<b>Ending fund balance</b>	<b>\$ 16,083</b>	<b>\$ -</b>	<b>\$ 80</b>	<b>\$ 122</b>	<b>\$ 225</b>	<b>\$ 2,771</b>	<b>\$ 19,281</b>

- *As previously noted above, the 2005 Certificates of Participation are set to mature in 2016 with its final payment of \$412,775. At the time of issuance, a reserve was created using a portion of proceeds and recorded as an asset on RFTA's balance sheet and, therefore, comprised a small portion of the General Fund's fund balance. After recently consulting with our independent financial statement auditors, staff confirmed that the final payment will be paid using funds in the existing reserve which, in turn, may reduce the overall fund balance in the General Fund.*

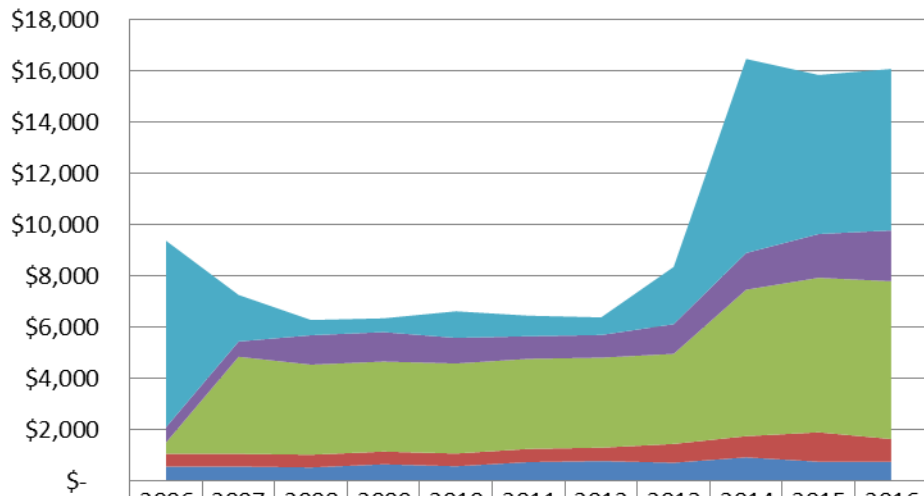
### Fund balance definition

**Fund balance** is the difference between assets and liabilities and is divided between Non-spendable and Spendable. **Non-spendable** fund balance includes amounts that cannot be spent either because it is not in spendable form or because of legal or contractual constraints. **Spendable** fund balance is comprised of Restricted, Committed and Unassigned fund balance. **Restricted** fund balance includes amounts that are constrained for specific purposes that are externally imposed by providers. **Committed** fund balance includes amounts that are constrained for specific purposes that are internally imposed by the Board. **Unassigned** fund balance includes residual amounts that have not been classified within the previously mentioned categories and is a measure of current available financial resources.

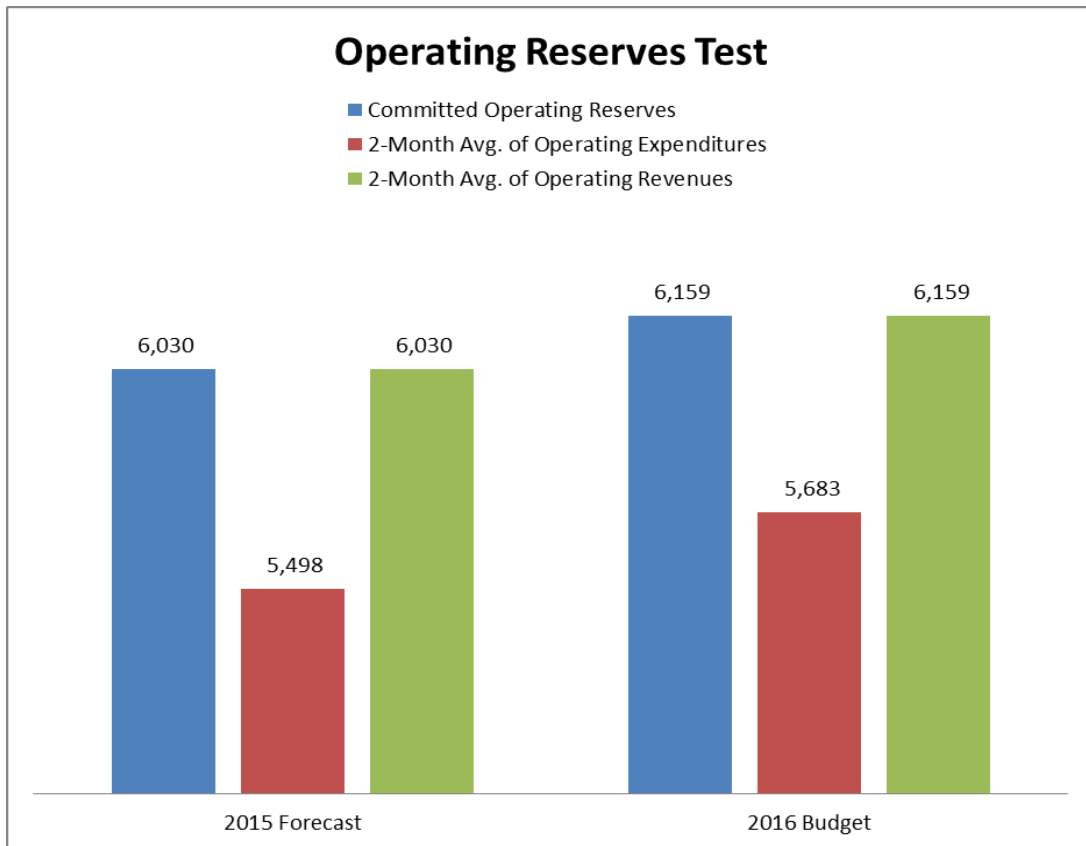
## 2016 Projected General Fund Fund Balance Composition



## General Fund's Fund Balance History (1,000's)



	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Unassigned	\$7,278	\$1,816	\$593	\$537	\$1,037	\$798	\$688	\$2,237	\$7,572	\$6,208	\$6,303
Committed Capital Reserves	\$600	\$600	\$1,150	\$1,150	\$1,000	\$885	\$885	\$1,160	\$1,435	\$1,710	\$1,985
Committed Operating Reserves	\$444	\$3,788	\$3,513	\$3,513	\$3,513	\$3,513	\$3,513	\$3,513	\$5,717	\$6,030	\$6,159
Restricted	\$498	\$498	\$498	\$498	\$498	\$519	\$524	\$733	\$826	\$1,148	\$886
Non-spendable	\$556	\$559	\$526	\$649	\$573	\$734	\$775	\$711	\$921	\$750	\$750



## 10. Background information

### **Fund and fund structure**

The Authority Budget and Financial Statement are reported in accordance with generally accepted accounting principles on a modified accrual basis of accounting. All Funds are appropriated.

**The General Fund** reports operating activity for regional Valley, Grand Hogback and miscellaneous Transit, Trails and Administrative Support services. Additionally, most Capital and Debt Service activity are reported in the General Fund, unless resolution requires otherwise.

**The Service Contract Special Revenue Fund** reports revenue and operating activity for additional services based on contractual agreement. These services are extra services provided in certain areas within the overall Authority service area.

**Bus Stop and Park n Ride Special Revenue Fund** reports vehicle registration fee revenue and bus stops and park n ride expenditure activity as required by State rural transit authority enabling legislation. Additionally, by resolution, Garfield County has dedicated certain development fees to construct bus stops and park n ride improvements in unincorporated Garfield County.

**Mid Valley Trails Special Revenue Fund** reports activity for certain trails activities within Eagle County. As a condition of becoming a member of the Authority, Eagle County dedicated an existing ½ cent sales tax to the Authority. Part of the sales tax was dedicated to trails. In June of 2002 the Authority by resolution adopted the Eagle County Mid Valley Trails Committee. The Committee administers all aspects of

appropriating the funds and the Authority provides accounting of the funds and other services as requested by the Committee.

**Capital Projects Fund:**

**Very Small Starts BRT Capital Projects Fund** reports all expenditure activity related to the Bus Rapid Transit Project for assets and infrastructure using federal awards from the Very Small Starts grant.

**AMF Capital Projects Fund** reports expenditure activity related to the Aspen Maintenance Facility Re-commissioning Project for assets and infrastructure.

**Series 2013A Capital Projects Fund** reports expenditure activity related to the various transit capital projects, which may include the Rubey Park Transit Center Renovations, Carbondale Park and Ride Expansion, and a portion of Phase III of the AMF Re-commissioning Project.

**Series 2016A Capital Projects Fund** reports expenditure activity related to the various transit capital projects, which may include the GMF renovation and expansion. This fund is anticipated to be created assuming a 2016 bond issuance.

**Debt Service Fund:**

**The Series 2009A Debt Service Fund** reports all principal and interest expenditures for the \$6.5 million bond issuance and interest earned as required by resolution. This is a tax-exempt issuance.

**The Series 2009B Debt Service Fund** reports all principal and interest expenditures for the \$21 million bond issuance and interest earned as required by resolution. This offering used a U.S. Government Program called Build America Bonds that allow Federal reimbursement of 35% of the interest paid.

**The Series 2012A Debt Service Fund** reports all principal and interest expenditures for the \$6.65 million Qualified Energy Conservation Bonds issuance (QECB) and interest earned as required by resolution. The QECBs allow a Federal reimbursement for 70% of the Qualified Tax Credit Rate of the interest paid.

**The Series 2013A Debt Service Fund** reports all principal and interest expenditures for the \$2 million bond issuance and interest earned as required by resolution. This is a tax-exempt issuance.

**The Series 2013B Debt Service Fund** reports all principal and interest expenditures for the \$1.3 million QECB issuance and interest earned as required by resolution. The QECBs allow a Federal reimbursement for 70% of the Qualified Tax Credit Rate of the interest paid.

**The Series 2016A Debt Service Fund** reports all principal and interest expenditures for the \$7.105 million bond issuance and interest earned as required by resolution. This fund is anticipated to be created assuming a 2016 bond issuance.

**Reserve Fund** reports all activity related to the required reserves for the Series 2009, Series 2012, and Series 2013 Bonds and interest earned as required by resolution.

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

<b>Meeting Date:</b>	October 8, 2015																				
<b>Agenda Item:</b>	2016 Non-Profit Organization Grant Requests																				
<b>Policy #</b>	<b>4.2.5.A: Requirements for RFTA Contributions to Quasi-Governmental or Non-Profit Organizations</b>																				
<b>Strategic Goals</b>	<ul style="list-style-type: none"> <li>• <b>Planning:</b> Continue to develop projects and secure funding for projects that meet both of RFTA’s environmental and financial sustainability goals (GCE)</li> <li>• <b>CEO:</b> Provide support for expansion WE-cycle (WE-cycle)</li> <li>• <b>Planning:</b> Begin development of Integrated Transportation System Plan (RTCC)</li> </ul>																				
<b>Presented By:</b>	Mike Yang – Director of Finance																				
<b>Recommendation:</b>	Approve funding requests																				
<b>Core Issues:</b>	<ol style="list-style-type: none"> <li>1. The RFTA Board developed a policy governing RFTA contributions to quasi-governmental and non-profit organizations.</li> <li>2. The policy limits such contributions to an aggregate total of \$50,000 per year, unless additional funding is approved by the RFTA Board.</li> <li>3. Three organizations have submitted applications for RFTA funding in 2016, as follows:           <table border="1" data-bbox="446 745 1518 945"> <thead> <tr> <th>Organization</th> <th>2016 Request</th> <th>2015 Award</th> <th>Variance</th> </tr> </thead> <tbody> <tr> <td>Garfield Clean Energy</td> <td>\$ 25,000</td> <td>\$ 25,000</td> <td>\$ -</td> </tr> <tr> <td>WE-cycle</td> <td>\$ 25,000</td> <td>\$ 20,000</td> <td>\$ 5,000</td> </tr> <tr> <td>Regional Transportation Coordinating Council</td> <td>\$ 4,000</td> <td>\$ 4,000</td> <td>\$ -</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 54,000</b></td> <td><b>\$ 49,000</b></td> <td><b>\$ 5,000</b></td> </tr> </tbody> </table> </li> <li>4. Staff believes that all of the above funding requests are worthwhile and that the investments will result in tangible benefits to RFTA and the public it serves.</li> <li>5. Representatives from GCE and WE-cycle will be on hand to make presentations. Staff will advocate on behalf of the Regional Transportation Coordinating Council (RTCC).</li> </ol>	Organization	2016 Request	2015 Award	Variance	Garfield Clean Energy	\$ 25,000	\$ 25,000	\$ -	WE-cycle	\$ 25,000	\$ 20,000	\$ 5,000	Regional Transportation Coordinating Council	\$ 4,000	\$ 4,000	\$ -	<b>Total</b>	<b>\$ 54,000</b>	<b>\$ 49,000</b>	<b>\$ 5,000</b>
Organization	2016 Request	2015 Award	Variance																		
Garfield Clean Energy	\$ 25,000	\$ 25,000	\$ -																		
WE-cycle	\$ 25,000	\$ 20,000	\$ 5,000																		
Regional Transportation Coordinating Council	\$ 4,000	\$ 4,000	\$ -																		
<b>Total</b>	<b>\$ 54,000</b>	<b>\$ 49,000</b>	<b>\$ 5,000</b>																		
<b>Background Info:</b>	See Core Issues above.																				
<b>Policy Implications:</b>	<p>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).”</p> <p>A. Requirements for RFTA contributions to quasi-governmental or non-profit organizations, to be known as “Partnership Grants”, shall be as follows:</p> <ul style="list-style-type: none"> <li>• Total contributions will not be greater than \$50,000 individually or in the aggregate during any calendar year unless additional funding is approved by the Board.</li> <li>• Requests for RFTA funding from such organizations will be considered during RFTA’s annual budget process.</li> <li>• Request for RFTA funding shall be submitted by deadlines to be established by RFTA each year.</li> </ul>																				
<b>Fiscal Implications:</b>	See Core Issues above.																				
<b>Additional Info:</b>	<p>Yes, please see the following documents included in the October RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet:</p> <ul style="list-style-type: none"> <li>• Garfield Clean Energy packet for 10-08-15.pdf</li> <li>• 151002_WE-cycleGrantSummary.pdf</li> <li>• Request for Matching Funds -RFTA 2016.pdf - (RTCC)</li> </ul>																				



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

<b>Meeting Date:</b>	October 8, 2015
<b>Agenda Item:</b>	Appointment of RFTA Board Member to Serve on Garfield Clean Energy Board of Directors
<b>Policy #</b>	<b>N/A</b>
<b>Strategic Goals</b>	<b>N/A</b>
<b>Presented By:</b>	Dan Blankenship, CEO
<b>Recommendation:</b>	Appoint RFTA Board Member to serve on the Garfield Clean Energy Board of Directors
<b>Core Issues:</b>	<ol style="list-style-type: none"> <li>1. RFTA is a member of Garfield Clean Energy (GCE).</li> <li>2. RFTA is entitled to one voting member on the GCE Board of Directors.</li> <li>3. Ted Edmonds, former Glenwood Springs City Councilman and RFTA Board member representing Glenwood Springs was appointed to serve as RFTA’s GCE Board member.</li> <li>4. Mr. Edmonds stepped down from the GCE Board shortly before his term on the Glenwood Springs City Council ended.</li> <li>5. Jason White, RFTA Assistant Planner, who had been serving as RFTA’s Alternate GCE Board member, was appointed to serve as the regular GCE Board member on an interim basis.</li> <li>6. Although Mr. White has been doing an admirable job representing RFTA on the GCE Board, it might be beneficial to fill RFTA’s GCE Board member position with a RFTA Board member and appoint Mr. White as the GCE Alternate once again.</li> </ol>
<b>Background Info:</b>	See Core Issues above.
<b>Policy Implications:</b>	N/A
<b>Fiscal Implications:</b>	None
<b>Additional Info:</b>	No

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

<b>Meeting Date:</b>	October 8, 2015
<b>Agenda Item:</b>	FYI – Corridor Access Control Plan (ACP) “Draft” Update
<b>Policy #:</b>	<b>1.1: The Rio Grande Corridor is Appropriately Protected and Utilized</b>
<b>Strategic Goal:</b>	Complete Corridor Access Control Policy
<b>Presented By:</b>	Angela Henderson, Assistant Director, Project Management & Facilities Operations.
<b>Recommendation:</b>	This is an update regarding the process for updating the draft Access Control Plan and the <b>newly developed</b> 2014 RFTA Railroad Corridor Design Guidelines & Standards.
<b>Core Issues:</b>	<ol style="list-style-type: none"> <li>1. The ACP Work Group made significant progress with recommended revisions of the proposed ACP Update. The final draft version of the ACP was compiled and sent out for review by the ACP Work Group during the week of 9/21/15. Staff reviewed the final comments received and made a couple of minor corrections to the draft ACP document.</li> <li>2. A link to the latest updated draft version of the ACP and the DG has been e-mailed to each of RFTA’s member jurisdictions, Garfield County and CDOT for a 30-day review period set to begin October 1<sup>st</sup>. The draft documents have also been posted to the RFTA website for the 30-day public comment period (<a href="http://www.rfta.com/AccessControlPlan_UPDATED.pdf">http://www.rfta.com/AccessControlPlan_UPDATED.pdf</a>). Public notice ads have been placed in the newspapers, an estimated 2300 flyers have been mailed to adjacent property owners within 500’ of both sides of the centerline of the Railroad Corridor, and links have been added to the documents on the RFTA Facebook and Twitter accounts.</li> <li>3. The draft documents have also been referred to the Rail attorneys for review, approval and final concurrence.</li> <li>4. Final comments received on the ACP and DG documents will be compiled during the first week of November and, if the comments are minor in nature, the ACP and DG will be presented to the RFTA Board for the first reading at the November 12th meeting, followed by a second reading and adoption on January 14, 2016. If the comments appear to be substantive in nature, then staff will consider delaying the first reading until the next normally scheduled RFTA Board meeting. <b><i>The attached timeline has been updated to reflect the most current updated dates.</i></b></li> </ol>
<b>Policy Implications:</b>	Board End Statement 1.1 says, “The Rio Grande Corridor is Appropriately Protected and Utilized.
<b>Fiscal Implications:</b>	RFTA’s team of legal and railroad engineering consultants is under contract and has been working on the Corridor Access Control Plan and an overall update to the Comprehensive Plan. Approximately \$150,000 has been budgeted in 2015 for the Comprehensive Plan Update and other corridor management-related tasks. Additional funds will need to be appropriated for this project in 2015 given the extensiveness of the public involvement process and the need to resolve Federal Land Grant issues involving adjacent property owners.
<b>Attachments:</b>	Yes please see the updated ACP Review and Adoption Timeline, below.

<b>Draft Access Control Plan (ACP) &amp; Draft Design Guidelines (DG) TIMELINE</b>	<b>Start Date</b>	<b>End Date</b>
<b><i>This is where we are in the process</i></b> ACP & DG out to rail attorneys and engineers for one final review	10/1/2015	10/15/2015
<b><i>This is where we are in the process</i></b> ACP & DG out to each RFTA member jurisdiction, Garfield County and CDOT for a 30 day review period	10/1/2015	10/31/2015
<b><i>This is where we are in the process</i></b> ACP & DG out for a 30 day public comment review period on the RFTA website at <a href="http://www.rfta.com/traildocs.html">http://www.rfta.com/traildocs.html</a>	10/1/2015	10/31/2015
Presentation and 1st reading of the final ACP & DG to the RFTA Board of Director's	11/12/2015	11/12/2015
Presentation and 2nd reading of ACP & DG to RFTA Board of Director's for vote	1/14/2016	1/14/2016

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

<b>Meeting Date:</b>	October 8, 2015
<b>Agenda Item:</b>	Integrated Transit System Plan (ITSP)/Draft 2016 5-Year Strategic Plan Update
<b>Policy #</b>	<b>4.3.2.A: Agenda Planning</b>
<b>Strategic Goal</b>	Develop Integrated Transportation System Plan (ITSP)/Update 5-Year Strategic Plan
<b>Presented By:</b>	David Johnson, Director of Planning
<b>Recommendation:</b>	Provide comments and direction on development of the ITSP and 5-Year Strategic Plan
<b>Core Issues:</b>	<p><b>ITSP:</b> At the Board Retreat, RFTA staff received direction from the Board to begin working on an Integrated Transportation System Plan (ITSP). As a first step in the process, staff developed an outline of the ITSP for the Board to review and comment on at the July 2015 Board Meeting. This is the basis for the ITSP’s scope of work.</p> <p>Since the July 2015 Board meeting, RFTA staff has developed a draft RFQ for on-call Planning Services. This RFQ is intended to procure a team of planning professionals to conduct the ITSP. The consultant team acquired through this process may also assist with other related projects and Board identified initiatives and strategic priorities.</p> <p>The final draft RFQ will be ready this month, and is intended to be advertised by the end of this year.</p> <p><b>5-Year Strategic Plan:</b> Per the Boards Strategic Plan policy 2.10, a 3<sup>rd</sup> quarter progress report on the status of 2015 Strategic Plan initiatives is being provided. Finalization of the 2016 5-Year Strategic Plan is slated for the November 12, 2015 Board meeting, although the plan should be considered a living document, which will be modified as Strategic Initiatives are added, deleted, or revised. Also, when the final achievements for 2015 are known after year end, the Strategic Plan will be updated and any uncompleted 2015 Strategic Initiatives will most likely be added to the 2016 Strategic Plan.</p>
<b>Background Info:</b>	The proposed On-Call Planning RFQ is modeled after the RFQ for On-Call Architectural and Engineering services, which RFTA issued and awarded in 2012, and has proved beneficial for RFTA.
<b>Policy Implications:</b>	<p>RFTA Board Management Limitations Policy 2.10 states, “With respect to Long-Range Strategic Planning, the CEO shall not:</p> <p>2.10.1 Fail to update the Five-Year Strategic Plan annually.</p> <p>2.10.2 Fail to align the subsequent year’s Strategic Planning Initiatives with the annual budget process.</p> <p>2.10.2 Fail to solicit RFTA Board and staff input on the Five-Year Strategic Plan on an annual basis.</p> <p>2.10.3 Fail to monitor progress towards implementation of the current year’s Strategic Initiatives and report to the RFTA Board of Directors on a quarterly basis regarding any significant variances from the plan.”</p>
<b>Fiscal Implications:</b>	Planning studies and projects will be contracted by task order to the Planning Consultant Team selected through the RFQ process. Costs will be determined during the scoping of each task order. Total project cost is estimated for be \$300,000 to \$400,000. The project will be phased over a two-year period or longer, for schedule and budget purposed.
<b>Additional Info:</b>	Yes, please see Q3 Sep 2015 Strategic Plan Update FINAL 10-2-15.pdf and Draft 2016 5-Year Plan Working 10-08-15.pdf included in the October 2015 Board Meeting Portfolio.pdf attached to the e-mail transmitting the Board Agenda packet.

**RFTA BOARD OF DIRECTORS MEETING  
“BOARD GOVERNANCE PROCESS” AGENDA ITEM SUMMARY # 9. A.**

<b>Meeting Date:</b>	October 8, 2015
<b>Agenda Item:</b>	CEO Performance Review
<b>Policy #</b>	3.2.3: Board-Management Delegation: Accountability of the CEO/CEO Performance
<b>Strategic Goal</b>	N/A
<b>Presented By:</b>	Dan Blankenship CEO
<b>Recommendation:</b>	Appoint a Board Subcommittee to develop the process and timeline for reviewing CEO Performance
<b>Core Issues:</b>	<ul style="list-style-type: none"> <li>• At the September 10, 2015 RFTA Board meeting, the Chair asked Board members to consider whether they wished to serve on a CEO Performance Review Subcommittee.</li> <li>• Staff recommends that such a Subcommittee be appointed at the October 8<sup>th</sup> meeting.</li> </ul>
<b>Background Info:</b>	N/A
<b>Policy Implications:</b>	See Core Issues.
<b>Fiscal Implications:</b>	The CEO received a 2.5% salary increase on January 1, 2015 and his current salary is \$148,616. Per the CEO’s current Employment Agreement his salary is scheduled to increase automatically by 2.5% on January 1, 2016. Accordingly the CEO’s salary is anticipated to increase to \$152,331.
<b>Attachments:</b>	None.

**RFTA BOARD OF DIRECTORS MEETING**  
**“INFORMATION/UPDATES” AGENDA SUMMARY ITEM # 10. A.**

**CEO REPORT**

**TO:** RFTA Board of Directors  
**FROM:** Dan Blankenship, CEO  
**DATE:** October 8, 2015

**Alternative Means of Engaging the Public in RFTA Board Meetings:** Staff continues to perform due diligence on systems that would enable RFTA Board meetings to be recorded and posted on the RFTA website or aired on Public Broadcasting channels for viewing by the public. It is anticipated that a Request for Proposals (RFP) will be advertised in the near future so that firm pricing of the systems can be obtained and presented to the RFTA Board for consideration during the 2016 Budget process. The current estimated outlay for equipment and support is approximately \$70,000 for year one and \$10,000 - \$15,000 annually thereafter.

**Presentation to the Transportation Legislation Review Committee (TLR C):** On September 30<sup>th</sup>, RFTA CEO, Dan Blankenship, appeared before the TLRC to request its sponsorship of a Bill in the 2016 legislative session that would amend the Regional Transportation Authority Law to extend the 2019 sunset on the 5 mill property tax authorization until 2029. Representative Diane Mitsch Bush has indicated that she will be the Bill’s sponsor and staff will continue to work with her to shepherd the bill through the 2016 legislative process.

**August 2015 Year-to-Date Ridership Report**

<b>Roaring Fork Transportation Authority System-Wide Ridership Comparison Report</b>				
	<b>Aug-14</b>	<b>Aug-15</b>	<b>#</b>	<b>%</b>
<b>Service</b>	<b>YTD</b>	<b>YTD</b>	<b>Variance</b>	<b>Variance</b>
City of Aspen	814,288	768,427	(45,861)	-5.63%
RF Valley Commuter	1,897,180	1,948,015	50,835	2.68%
Grand Hogback	57,136	58,955	1,819	3.18%
Aspen Skiing Company	449,187	441,194	(7,993)	-1.78%
Ride Glenwood Springs	145,503	137,765	(7,738)	-5.32%
X-games/Charter	31,617	23,165	(8,452)	-26.73%
Senior Van	2,854	2,345	(509)	-17.83%
MAA Burlingame	55,989	31,709	(24,280)	-43.37%
Maroon Bells	93,122	109,990	16,868	18.11%
<b>Total</b>	<b>3,546,876</b>	<b>3,521,565</b>	<b>(25,311)</b>	<b>-0.71%</b>
<b>Subset of Roaring Fork Valley Commuter Service with BRT in 2015</b>				
	<b>YTD August 2014</b>	<b>YTD August 2015</b>	<b>Dif +/-</b>	<b>% Dif +/-</b>
Highway 82 Corridor Local/Express	742,706	760,069	17,363	2%
BRT	582,932	597,912	14,980	3%
<b>Total</b>	<b>1,325,638</b>	<b>1,357,981</b>	<b>32,343</b>	<b>2%</b>

2015 Budget Year				
General Fund				
	August YTD			
	Actual	Budget	% Var.	Annual Budget
<b>Revenues</b>				
Sales tax (1)	\$ 10,503,281	\$ 9,615,672	9.2%	\$ 18,934,000
Grants	\$ 2,171,637	\$ 2,148,155	1.1%	\$ 7,005,046
Fares (2)	\$ 2,833,444	\$ 3,113,960	-9.0%	\$ 4,668,000
Other govt contributions	\$ 1,732,966	\$ 1,732,966	0.0%	\$ 7,258,752
Other income	\$ 291,631	\$ 287,775	1.3%	\$ 413,000
<b>Total Revenues</b>	<b>\$ 17,532,959</b>	<b>\$ 16,898,529</b>	<b>3.8%</b>	<b>\$ 38,278,798</b>
<b>Expenditures</b>				
Fuel (3)	\$ 1,364,221	\$ 1,444,422	-5.6%	\$ 1,957,723
Transit	\$ 12,412,588	\$ 12,435,405	-0.2%	\$ 18,265,220
Trails & Corridor Mgmt	\$ 311,132	\$ 296,220	5.0%	\$ 398,960
Capital	\$ 4,237,358	\$ 4,224,453	0.3%	\$ 14,681,988
Debt service	\$ 1,016,970	\$ 1,016,969	0.0%	\$ 2,339,409
<b>Total Expenditures</b>	<b>\$ 19,342,270</b>	<b>\$ 19,417,468</b>	<b>-0.4%</b>	<b>\$ 37,643,300</b>
<b>Other Financing Sources/Uses</b>				
Other financing sources	\$ 1,453,285	\$ 1,453,285	0.0%	\$ 1,453,285
Other financing uses	\$ (1,581,722)	\$ (1,581,722)	0.0%	\$ (2,713,032)
<b>Total Other Financing Sources/Uses</b>	<b>\$ (128,436)</b>	<b>\$ (128,437)</b>	<b>0.0%</b>	<b>\$ (1,259,747)</b>
<b>Change in Fund Balance (4)</b>	<b>\$ (1,937,747)</b>	<b>\$ (2,647,376)</b>	<b>26.8%</b>	<b>\$ (624,249)</b>

(1) Sales tax is budgeted and received two months in arrears (i.e. July revenues are received in August). Through July, all member jurisdictions are tracking at or above budget.

(2) Through August, fare revenue is down approx. 5% compared to the prior year. This decrease is being monitored and appears to be attributable to the timing of bulk pass orders by outlets and businesses and the increased popularity of the \$5 stored value card transit pass. The chart below provides an August YTD 2014/2015 comparison of actual fare revenues and ridership on RFTA fare services:

Fare Revenue:	Aug 14 YTD	Aug 15 YTD	Increase/ (Decrease)	% Change
Regional Fares	\$2,719,697	\$2,532,329	\$ (187,368)	-7%
Other Service/Maroon Bells	\$ 227,666	\$ 287,031	\$ 59,365	26%
Advertising	\$ 20,390	\$ 14,084	\$ (6,306)	-31%
<b>Total Fare Revenue</b>	<b>\$2,967,753</b>	<b>\$2,833,444</b>	<b>\$ (134,309)</b>	<b>-5%</b>
Ridership on RFTA Fare Services:	Aug 14 YTD	Aug 15 YTD	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	742,406	760,069	17,663	2%
BRT	582,932	597,912	14,980	3%
SM-DV	56,085	49,267	(6,818)	-12%
Maroon Bells	93,122	109,900	16,778	18%
Grand Hogback	57,136	58,955	1,819	3%
<b>Total Ridership on RFTA Fare Services</b>	<b>1,531,681</b>	<b>1,576,103</b>	<b>44,422</b>	<b>3%</b>
Avg. Fare/Ride	\$ 1.89	\$ 1.73	\$ (0.16)	-9%
Avg. Fare/Ride MB	\$ 2.44	\$ 2.61	\$ 0.17	7%

(3) Fuel appears to be under budget thus far and staff will continue to monitor this situation.

(4) 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 with a surplus. Please note that the Board's approval of Resolution 2015-03 included a bus replacement purchase which will use approx. \$227,000 of insurance recoveries currently residing in fund balance to fund a portion of the purchase and Resolution 2015-09 includes a one-time cash purchase portion of the CEC solar array investment for approx. \$196,000

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage August 2015 YTD				Hours August 2015 YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	2,720,723	2,670,682	50,041	1.9%	121,578	121,438	140	0.1%
City of Aspen	346,347	353,163	(6,816)	-1.9%	38,767	38,614	153	0.4%
Aspen Skiing Company	204,679	211,094	(6,415)	-3.0%	14,297	14,154	143	1.0%
Ride Glenwood Springs	82,445	79,650	2,795	3.5%	6,507	6,477	30	0.5%
Grand Hogback	145,729	145,829	(100)	-0.1%	5,489	5,652	(163)	-2.9%
MAA/Burlingame	23,140	24,617	(1,477)	-6.0%	1,678	1,670	8	0.5%
Maroon Bells	43,248	35,939	7,309	20.3%	3,617	3,089	528	17.1%
Specials/Charter	3,968	8,730	(4,762)	-54.5%	602	1,076	(474)	-44.1%
Senior Van	12,521	13,312	(791)	-5.9%	1,253	1,237	16	1.3%
<b>Total Service</b>	<b>3,582,800</b>	<b>3,543,016</b>	<b>39,784</b>	<b>1.1%</b>	<b>193,788</b>	<b>193,407</b>	<b>381</b>	<b>0.2%</b>

### 2016 RFTA Annual Budget – Schedule

2016 Annual Budget Schedule		
Date	Activity	Status
8/13/2015	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	<b>Completed</b>
9/10/2015	Presentation/Direction/Action: 1 <sup>st</sup> draft budget presentation	<b>Completed</b>
10/8/2015	Presentation/Direction/Action: 2 <sup>nd</sup> draft budget presentation	<i>On schedule</i>
11/12/2015	Public Hearing: Final budget presentation and adoption	<i>On schedule, but may need to reschedule to next month.</i>
12/10/2015	Public Hearing: Final budget presentation and adoption	<i>If needed; contingent on timing of contract negotiations.</i>

#### Planning Department Update – David Johnson, Director of Planning

The “9-10-2015 Planning Department Update.pdf” can be found in the September 2015 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the Board Agenda packet.

#### Facilities & Trails Update – Mike Hermes, Director of Facilities & Trails

Facilities and Bus Stop Maintenance October 8, 2015

#### Capital Projects Update

##### Rubey Park Renovation Project:

The renovation of Rubey Park is proceeding as anticipated and the project is moving into to Phase 5 of the construction plan. The roof, rough electrical, and plumbing are almost completed and work is moving on into the interior of the facilities. Drywall, tile, fire suppression, and the civil work continue to proceed at an acceptable pace. At this time it is anticipated that RFTA will begin moving into the building the first week of November and that the facility will be functional by the end of November.



**AMF Phase 3- Indoor Bus Storage:**

The AMF Phase 3 project is proceeding as anticipated. The required utility relocations are complete, the berm has been removed where necessary, and the civil and drainage work at the entrance to the facility are proceeding as anticipated. The contractor intends to work as late into the fall as weather allows and complete as much work at the site as possible in anticipation of the building renovations that are to begin in the spring.

**AMF Phase 4- Inspection Canopy, Drive Lanes and Cladding:**

*There is no change to report in the status of this project.*

The 4<sup>th</sup> phase of the AMF renovation project is currently being designed and staff anticipates the 90% plans being completed by October 15<sup>th</sup> and the 100% plans submitted to staff by November 15<sup>th</sup>. Staff will put this project out to bid over the winter of 2015-2016 and construction will begin in the spring of 2016.

**West Glenwood Park and Ride Project:**

*There is no change to report in the status of this project.*

The plan set for the West Glenwood Spring Park and Ride continues to move forward and staff expects the FOR (90%) plans to be issued by mid-October. Staff will then hold the FOR meeting with CDOT and the City of Glenwood Springs to review the project and make any final adjustments to the plans. The grant contract from CDOT for this project has not been executed and staff continues to work with CDOT complete this step. Staff anticipates this project going out to bid during the winter of 2015- 2016.

**GMF Expansion Project:**

The RFQ for a design build team or “AE1” to assist with the design-build process to construct the first phase of the GMF expansion project is out on the street and the pre-proposal meeting has been held. The schedule for this RFQ is outlined in the chart below. Once the team has been selected, work will begin on the performance criteria and the design build documents package for the first phase of the GMF expansion project.

<b>Deadline for Inquiries, Requests for Clarifications:</b>	Wednesday, October 7, 5:00 PM
<b>Deadline for RFTA’s Response to Inquiries, Requests for Clarifications:</b>	Wednesday, October 14, 5:00 PM
<b>Statements of Qualification Due:</b>	Wednesday, October 21, 2:00 PM
<b>Interviews (if required)*:</b>	October 28, 2015
<b>Recommendation for Contract Award*:</b>	Thursday, October 29, 2015
<b>Notice of Intent to Award*:</b>	October 29, 2015
<b>Notice to Proceed*</b>	Friday, November 6, 2015

**Carbondale Park and Ride:**

Construction of the Carbondale Park and Ride is proceeding as anticipated. The deep utility work, site lighting, foundation for the restroom, and some portions of the curb and gutter have been completed. During the first few weeks of October, the remainder of the concrete curb and gutter work and the foundation for the restroom should be completed. Work on the base course and grading for the asphalt should begin by mid-October and the lot should be paved before the end of the month.

## Facilities Updates

### New Castle Park and Ride:

- There is no significant progress to report.

### Glenwood Maintenance Facility:

- There are no significant items to report.

### Carbondale Maintenance facility:

- There are no significant items to report

### Aspen Maintenance Facility:

- There are no significant items to report.

### RFTA Bus Stops and Park and Ride Lots:

- There are no significant items to report.

## FACILITIES, RAIL CORRIDOR & TRAIL UPDATE – Angela Henderson

### Facilities, Rail Corridor & Trail Update

#### RFTA Employee Housing

- The Main Street apartment complex in Carbondale, a 5 unit complex with 7 beds, is currently at **100%** occupancy.
- The Parker House apartment complex in Carbondale, a 15 unit complex with 24 beds unit, is currently at **79%** occupancy.
- RFTA's allotment of long-term housing at Burlingame in Aspen, consisting of four one-bedroom units, is currently at **100%** occupancy.
- RFTA Permanent employee housing is currently at **85%**.
- RFTA has begun renting 10 seasonal 2 bedroom units at the Burlingame apartment complex as of September 1, 2015 and is currently at 7% occupancy.
- RFTA has also secured 10 additional 2 bedroom seasonal units at the Burlingame apartment complex, 5 units beginning November 1<sup>st</sup> and 5 units beginning December 1st. RFTA will be able to release the units back to Burlingame for a nominal fee in the event that the units aren't needed for the winter season as long as they are released prior to each of the lease start dates.

#### RFTA Railroad Corridor

**Covenant Enforcement Commission (CEC) Annual Meeting:** Staff will be scheduling the annual CEC meeting for some time in mid-November. In preparation for the annual meeting, Abbey Pascoe will be emailing all of the current members of the CEC to confirm their membership AND to request names for some replacement CEC members. The CEC board requires two at-large members to serve on the CEC Commission. Staff would like a member from Pitkin County and a member from Eagle County. If anyone has recommendations for the at-large members, staff would love to have them. The at-large members should be familiar with the Rio Grande Trail, hopefully use it on a regular basis and be willing to serve as a commission member for the next three years. Below is a brief synopsis of the history and responsibilities of the CEC members:

*The CEC was established as a result of an agreement between RFTA's predecessor, the Roaring Fork Railroad Holding Authority ("RFRHA"), and the Board of Trustees of Great Outdoors Colorado ("GOCO"). CEC Members are designated to represent their jurisdictions by their respective Commissions/Councils and Trustee boards. Once designated, the representative serves on the CEC for a three (3) year term.*

*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 34 miles of the Corridor and replaced with Conservation Covenants, in nine areas.*

*The obligations of the Conservation Covenants now belong to RFTA. GOCO allowed modification of its original grant agreement in return for RFRHA developing the covenants and setting up the CEC. As a CEC member, you report on compliance with the Covenants to GOCO. 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. Based on the annual CEC meeting, the report is reviewed and adjusted, and a letter is sent on the CEC's behalf to GOCO, along with a copy of the report. The 2015 Conservation Area Report will be prepared by Newland Project Resources, Inc. - Tom Newland.*

**Right-of-Way Land Management Project:** Along with its legal and engineering consultants, RFTA staff is working on completing the following tasks in 2015 and 2016:

- An update to the 2005 Comprehensive Plan. The first document to be updated is the Access Control Plan. This is in process and an update on this process will be provided to the Board monthly (see separate agenda item)
- Once the draft versions of ACP and DG guidelines are finalized and approved by the RFTA Board then staff will send out both documents to GOCO, with an updated list of crossings including existing crossings that have not been previously approved, any potential new crossings being proposed currently as well as any new crossings that might be on the horizon, to secure GOCO's approval of the ACP, DG and list of crossings
- With the final version of the ACP accepted by the RFTA Board of Directors, staff will work with the attorneys to review and update the existing templates & formats that RFTA is using for licensing in the Rail Corridor
- The final version of the ACP and DG will also allow staff to finalize a process and fee structure for RFTA that will enable it to have railroad and legal experts review, assess and report on proposed development impacts along the corridor along with recommendations regarding potential mitigation of the impacts that RFTA can provide to permitting jurisdictions
- Once the process for the ACP is complete and the forms and review process have been finalized, staff will begin updating the rest of the Comprehensive Plan, the Recreational Trails Plan and the Executive summary documents to bring back to the RFTA Board for review and direction
- Staff continues working on issues related to the Federal Grant Right-of-Way areas identified up and down the Railroad Corridor and will provide updates as necessary (Ongoing);
- UPRR Easement Acquisition - Staff has hired a negotiator to assist RFTA and the City with the acquisition negotiations involving the UPRR. Staff will keep the RFTA Board updated on the acquisition process (*Ongoing*).
- **River Edge Colorado** (*Sanders Ranch/Bair Chase/River Bend/Cattle Creek development*) Crossing Review and Coordination- The developer is proposing new road crossing locations as part of their application to Garfield County and the County is in the process of reviewing the developer's latest submittal. The developer has requested that RFTA review an updated traffic study and provide a response for an **at-grade pedestrian crossing** in the same location as the at-grade road crossing. Staff has advised the developers' representative that we will review the traffic study as soon as they sign an engineering agreement that outlines the terms for reimbursement to RFTA for the costs

associated with the review. To date the developer hasn't provided this agreement. The current agreements for this parcel call for a grade-separated trail crossing, **not** an at-grade pedestrian crossing (*Ongoing*);

- **South Bridge Crossing Review and Coordination** – The City and CDOT continue to work through all elements related to the South Bridge updated design. Staff met with City staff and members of CDOT to discuss some of the ROW concerns involving the current design and the 6F issues (this section of the trail was paved using Land & Water Conservation funds) related to the proposed South Bridge location. CDOT will be reaching out to the Colorado Parks & Wildlife office and potentially the Department of the Interior to discuss the options for proceeding forward with the current South Bridge location. Staff will provide updates on this project as it moves forward (*Ongoing*);
- **8<sup>th</sup> Street Crossing Project by CDOT and the City of Glenwood Springs** – This project is critical to CDOT for use as a detour during the Grand Avenue bridge replacement project and is important to the City as a permanent crossing. CDOT has submitted an application and received approval from the Colorado Public Utilities Commission (CPUC) pending signed agreements with the UPRR and RFTA (*Ongoing*);
- **Industry Way, Carbondale** – This project is on hold while the ACP Work Group works through updates to the ACP and DG (*On Hold*);
- **2<sup>nd</sup> Street, Carbondale** – This is close to the Carbondale Town Hall and the current crossing serves a few private homes. There is a senior housing facility proposed in this vicinity which means that the use at this crossing will be changing. The Town of Carbondale staff met with RFTA staff on August 13<sup>th</sup> to discuss the upgrades necessary for this crossing to be Freight Rail compliant. The Town has provided a conceptual plan for the upgrades necessary to 2<sup>nd</sup> Street and now RFTA staff will review and provide comments on the conceptual design needs for crossing the Railroad Corridor. Staff will provide updates for this project as updates are made available to staff (*Ongoing*);
- **TCI Lane Bridge Project** – The TCI Lane Ranch subdivision (across from the wildlife section of the Rio Grande corridor), proposed to build a bridge across the Roaring Fork River to tie to the Rio Grande Trail back in April 2008. The RFTA Board gave preliminary approval for this bridge to be constructed and asked the developer to bring the bridge design back for a final approval. The design was completed in 2011 and the bridge was brought back to the February 10, 2011 meeting board meeting for final approval. The RFTA board asked for some additional information and the developer brought the additional information back to the March 10, 2011 meeting. The bridge projected was voted down by the RFTA Board but the developer asked for the opportunity to come back to the Board for reconsideration at a later date. The RFTA Board did not object to this request. The developer would like to revisit this project sometime in the near future. Staff will provide an update on this project once an update is available (*Ongoing*).

### **Rio Grande Trail Update**

- Staff is in the middle of the weed season. Mechanically removing weeds is consuming most of staff time
- Staff is coordinating with CCAH to discuss art in the corridor and overall beautification through Carbondale
  - CCAH is applying for a grant to help with funding this project
- Staff has been coordinating with the Town of Carbondale and an artist to get artwork installed in the corridor
  - SUCCESS! We have installed two Mustangs near Dos Gringos. See photo below
- Staff is actively working to beautify the corridor through Carbondale
  - Staff will begin to install a single track/dirt trail adjacent to the paved surface in Carbondale, where space allows. Impact will be very minimal to regular trail use

- Staff recently purchased 156 truckloads of dirt for the corridor through Carbondale. See photo below
  - The plan is to seed the dirt with a native, drought tolerant seed mix, so no maintenance is required
  - Staff would like to undergo a fundraising campaign to continue the project
    - We need money for picnic areas, art installations, native landscapes, a Latino Folk Art Garden, and creating a play area for youth
    - Staff will be applying for a Planning Grant from GOCO to help fund the Carbondale Corridor beautification project
- Staff has been participating in the RFTA Regional Bike, Pedestrian, and Transit Access Plan
- Staff has been clearing sight lines along the trail by removing tree limbs and brush
- Staff completed the first pass with the flail mower to clear the shoulders of brush. A second pass will likely occur
- Staff has been working with the ACES crew on the Rock Bottom Ranch connections to the Rio Grande Trail
- Staff coordinated with True Nature and removed the Siberian Elm trees that border our properties
- Staff has begun coordinating with Pitkin County Open Space and Trails regarding an equestrian/multi-use trail from the Hooks Lane Trailhead to the Glassier Open Space
- Staff has been coordinating with RFOV to see what kind of projects we can work together on; improvements to river access at the Satank Bridge is most likely the front runner, with smaller projects to occur as well



**Photo 1 – Dirt through the Town of Carbondale. The dirt will be seeded with a native grass and wildflower mix and covered with straw before winter.**



Photo 2 – Mustangs out on the trail!