

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

TIME: 8:30 a.m. – 11:00 a.m., Thursday, February 9, 2023

Regular Location: In-Person at Town Hall (Room 1), 511 Colorado, Carbondale, CO 81623

Or instructions regarding how to participate in the meeting remotely via WebEx are attached to the e-mail transmitting the Board Agenda Packet, on the second page of this agenda, or at www.rfta.com on the Board Meeting page.

(This Agenda may change before the meeting)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	8:30 a.m.
2	Executive Session:			8:32 a.m.
	A. Paul Taddune, General Counsel: Two (2) Matters: 1) Pursuant to C.R.S. 24-6-402 4(b) and (e) (I): Conferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions (employee housing issues and legislative clarifications and initiatives); and 2) Pursuant to C.R.S. 24-6-402 (e) (I) and (f): Personnel matters: CEO Performance Review Process and Succession Planning.	3.5.2.B.	Executive Session	
3	Approval of Minutes: RFTA Board Meeting January 12, 2023, page 3		Approve	9:13 a.m.
4	Public Comment: Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person)		Public Input	9:15 a.m.
5	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	9:20 a.m.
6	Consent Agenda			9:25 a.m.
	A. IGA between the City of Aspen and the Roaring Fork Transportation Authority to Complete the Rubey Park Overhead Electric Charger Project Final Design and Construction – Mike Hermes, Director of Facilities, page 13	4.2.5	Approve	
7	Presentations/Action Items:			
	A. 2022 Covenant Enforcement Commission (CEC) Report – Abbey Pascoe, EAM Administrator and Railroad Manager and Brett Meredith, RFTA Trail Manager, page 15	2.8.5	Approve	9:30 a.m.
	B. Discussion of Staff Recommendations for Addressing Rio Grande Railroad Corridor-Wide Encroachments, Access, Licenses, and Utility Identification – Angela Henderson, Assistant Director, Project Management & Facilities Operations, and Abbey Pascoe, EAM Administrator and Railroad Manager, page 17	4.3.2	Discussion /Direction	10:00 a.m.
	(Agenda Continued on Following Page)			

	Agenda Item	Policy	Purpose	Est. Time
	C. Proposed Revisions of Appendix B of the Rio Grande Corridor Access Control Plan to Include a Utility Fee Structure – Angela Henderson, Assistant Director, Project Management & Facilities Operations, page 18	2.8.3	Discussion /Direction	10:15 a.m.
	D. Update Regarding the Final Regional Bikeshare MOU Process – Dan Blankenship, CEO, page 20	4.2.5	FYI	10:30 a.m.
8	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 22	2.8.6	FYI	10:35 a.m.
9	Issues to be Considered at Next Meeting:			
	To Be Determined at February 9, 2023 Board Meeting	4.3	Meeting Planning	10:45 a.m.
10	Next Meeting: 9:00 a.m. – 11:30 a.m., March 9, 2023, In- person at Carbondale Town Hall or via Webex Teleconference (Details to be provided later)	4.3	Meeting Planning	10:50 a.m.
11	Adjournment:		Adjourn	11:00 a.m.

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**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
January 12, 2023**

Board Members Present:

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

Non-Voting Alternates Present:

Bill Madsen (Town of Snowmass Village); Francie Jacober (Pitkin County); Colin Laird (Town of Carbondale); Shelley Kaup (City of Glenwood Springs); Ward Hauenstein (City of Aspen)

Staff Present (in person or via WebEx):

Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial Administrative Officer (CFAO); Kurt Ravenschlag, Chief Operating Officer (COO); Nicole Schoon, Secretary to the Board of Directors; Mike Hermes, Angela Henderson, Ben Ludlow, Amy Burdick, and Sarah Faichney, Facilities and Trails Department; Paul Hamilton, Director of Finance; David Johnson and Jason White, Planning Department; Tammy Sommerfeld, Melissa Sever, and Rebecca Hodgson, Procurement Department; Ian Adams, Director of Operations; Jamie Tatsuno, Communications Manager; Craig Dubin, Special Projects Manager; Tim Madden, IT Hardware Manager; Ed Cortez, President ATU Local 1774

Visitors Present (in person or via WebEx):

Linda DuPriest, (Pitkin County); Lynn Rumbaugh (City of Aspen); Sam Guarino (Town of Snowmass Village); Jeanne Golay (LoVa Trails); and Wes Mauer (Gannett Flemming)

Agenda

1. Call to Order/Roll Call:

Jeanne McQueeney called the RFTA Board of Directors to order at 8:34 a.m. McQueeney declared a quorum to be present (8 member jurisdictions present) and the January 12, 2023, RFTA Board of Directors meeting began at 8:35 a.m.

2. Executive Session:

- A. Paul Taddune, General Counsel: Pursuant to C.R.S. 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interests (Possible acquisition and lease for RFTA employee affordable housing)**

Torre moved to adjourn from the Regular Board Meeting into the Executive Session and Jonathan Godes seconded the motion. The motion was unanimously approved. Executive Session began at 8:37 a.m.

Staff Present: Paul Taddune, General Counsel; Dan Blankenship, CEO; Kurt Ravenschlag, COO; Michael Yang, CFAO; Nicole Schoon, Secretary to the Board; Mike Hermes, Director of Facilities and Trails

Alyssa Shenk moved to adjourn from the Executive Session into the Regular Board Meeting and Godes seconded the motion. The motion was unanimously approved.

No action was taken during the Executive Session, which adjourned at 9:31 a.m.

3. Approval of Minutes:

Shenk moved to approve the December 8, 2022, Board Meeting Minutes, and Godes seconded the motion. The motion was unanimously approved.

4. Public Comment:

McQueeney asked if any member of the public would like to address the Board or make a comment regarding items not on the January 12, 2023, Board Agenda.

No members of the public had any comments.

McQueeney closed Public Comments at 9:32 a.m.

5. Items Added to Agenda – Board Member Comments:

McQueeney asked if there were any items that needed to be added to the January 12, 2023, Board meeting Agenda.

No items were added to the January 12, 2023, Board Agenda.

McQueeney asked if any Board member had any comments or questions regarding issues not on the January 12, 2023, Board meeting Agenda.

Shenk stated that it is nice to see that RFTA has so many female drivers currently on staff. Everyone that she has had interactions with lately have been happy and helpful.

Francie Jacober stated that the drivers that she has had interactions with have been very happy and you can feel the pleasant atmosphere when you board a bus.

Torre questioned that with the driver shortage and the impact it is having to in-town schedules, if it would be possible to get information on how drivers are distributed to which routes. It will allow him to keep his jurisdiction up-to-date on how their bus services will be impacted.

Dan Blankenship stated the RFTA staff will give Board members information on which services will impact their jurisdictions so that they can keep them informed and up-to-date.

McQueeney closed Board Comments at 9:36 a.m.

6. Consent Agenda:

A. 2023 IGA for Transit Services in Unincorporated Garfield County and to Non-Member Municipalities – Dan Blankenship

In 2020, the County approved \$760,240 for the Hogback bus service, however, due to COVID-19, the Hogback bus service levels were lower than originally planned and the revised estimate of the

County's share in 2020 was \$666,921. However, because the County's grant for the Hogback bus service in 2021 was anticipated to be \$500,000 (due to the County's severe budgetary constraints in 2021) and the estimated cost is \$633,706, the BOCC agreed to approve the full \$760,240 grant amount in 2020 and allow RFTA to apply the \$93,319 difference (760,240 - \$666,921) to help offset the 2021 short fall of \$133,706 (\$633,706 – \$500,000).

The IGA will formalize Garfield County's \$550,000 contribution for the Grand Hogback bus service in 2023. When received from Garfield County, the IGA will be reviewed and approved as to form by the RFTA General Counsel prior to its execution by the RFTA Board Chair or CEO.

Godes moved to approve the 2023 IGA for Transit Services in Unincorporated Garfield County and to Non-Member Municipalities, and Shenk seconded the motion. The motion was unanimously approved.

B. Intergovernmental Agreement for Garfield County Senior Programs Traveler Services – 2023 – Dan Blankenship, CEO

The total estimated budget for the Traveler in 2023 is \$771,023. RFTA will be reimbursed by Garfield County for its documented expenses connected with providing the Traveler transportation service in 2023, up to \$568,133. The City of Glenwood Springs will also contribute \$30,000 to RFTA to defray costs related to the ADA Complementary Paratransit Service that it receives from the Traveler. In addition to these amounts, RFTA is contributing approximately \$172,890 towards the Traveler's expenses in 2023 to defray the prorated cost allocated to its members (Glenwood Springs, Carbondale, and New Castle) by the County's cost allocation methodology. However, RFTA anticipates receiving a \$40,000 administrative fee payment for providing the service that will reduce its net contribution to the Traveler to approximately \$132,890.

Godes moved to approve the Intergovernmental Agreement for Garfield County Senior Programs Traveler Services – 2023, and Shenk seconded the motion. The motion was unanimously approved.

C. 7-Party Memorandum of Understanding (MOU) Regarding Garfield County Senior Programs for 2023 – Dan Blankenship, CEO

The provision of Garfield County Senior Programs, including congregate meal/nutrition services and Traveler transportation services is a cooperative effort involving 7 governmental entities: Garfield County, City of Rifle, Town of Carbondale, City of Glenwood Springs, Town of New Castle, Town of Silt, and RFTA.

Each year, the actual financial contributions of the 7-Party IGA participants, which help to support the Senior Programs, are established by the terms of the 7-Party MOU. The MOU sets forth the level of services to be provided in each community and the methodology for determining the financial contributions of the 7-Party MOU's participants.

The parties set forth the terms and conditions of their cooperative provision, administration, and funding of the Senior Programs for senior citizens in Garfield County pursuant to a 7-Party MOU. RFTA is designated the provider of the Traveler transportation services.

Godes moved to approve the 7-Party Memorandum of Understanding (MOU) Regarding Garfield County Senior Programs for 2023, and Shenk seconded the motion. The motion was unanimously approved.

D. Resolution 2023-01: Designating a Location for Posting Public Notice of Meetings of the RFTA Board of Directors – Nicole Schoon, Executive Assistant to the CEO

Designate the Blake Street Offices at 1517 Blake Avenue, Glenwood Springs, Colorado 81601, as the official posting location for Public Notices of RFTA Board of Directors Meetings, due to the Glenwood Maintenance Facility being under construction.

Godes moved to approve the Resolution 2023-01: Designating a Location for Posting Public Notice of Meetings of the RFTA Board of Directors, and Shenk seconded the motion. The motion was unanimously approved.

E. Resolution 2023-02: Appointing Members to the Mid-Valley Trails Committee – Angela Henderson, Assistant Director, Project Management & Facilities Operations

Re-appointing three (3) current voting member and appointing one (1) new member, who are all Eagle County resident and have been active participants in Mid-Valley Trails discussions.

Re-appointing:

George Trantow
Phillip Ring
Brian Schaefer

New appointee:

Alan Luu

Godes moved to approve the Resolution 2023-02: Appointing Members to the Mid-Valley Trails Committee, and Shenk seconded the motion. The motion was unanimously approved.

F. Amending the January 14, 2021 RFTA Board of Directors Meeting Minutes – Dan Blankenship, CEO

An inadvertent omission was discovered in the Minutes of the January 14, 2021 RFTA Board of Directors Meeting. The Board's deliberations regarding Presentation and Action Item 6. B., omitted the motion made by Art Riddle, seconded by Greg Poschman, with all in favor, that approved the staff recommendation to approve \$2.27 million in supplemental Destination 2040 funding to close the estimated gap (at that time) on the 27th Street Pedestrian Underpass Project.

Godes moved to approve the Amending the January 14, 2021 RFTA Board of Directors Meeting Minutes, and Shenk seconded the motion. The motion was unanimously approved.

7. Presentations/Action Items Agenda:

A. 27th Street Pedestrian Underpass Project Supplemental Funding Request – Kurt Ravenschlag, COO and Ben Ludlow, Interim Project Manager

RFTA Destination 2040 Project S1, Pedestrian and Bicycle Crossings of 27th Street and Hwy 82 in Glenwood Springs went out to bid for construction services twice in 2022. In both cases, bids for the project exceeded the project budget. Following the first receipt of bids in 2022 and rejection of those bids due to budget constraints, RFTA worked with CDOT to pursue additional funding for the project, which it received through a RAISE grant adding over \$6 million more to the project funding. The

second round of bid solicitations in November of 2022, resulted in further cost escalations from the first bid, resulting in yet another funding gap of \$4.25 million to advance the project. Currently, staff believes that further delays to advancing this project will only result in further cost escalations making the project that much more unattainable to complete.

Staff recommends advancing this project now utilizing RFTA fund balance to mitigate further cost escalations and to deliver the project to the community of Glenwood Springs and RFTA voters who approved the Destination 2040 funding plan in 2018. Cancelling or postponing the project further could cause RFTA to forfeit grant funding it has received and hamper its ability to garner future grants for this and/or other projects.

If the Board approves staff's recommendation, RFTA will continue pursuing grants and other funding opportunities to help reduce RFTA's overall contribution, but not hold the project up in the meantime while pursuing those opportunities. Contingent upon Board approval, staff will execute the construction and construction management contracts, so that the project can get underway this spring and be completed, most likely, in the fall of 2024.

Bill Kane questioned why and additional 20 months of construction management was added to the project.

Kurt Ravenschlag responded that when the project was first put to bid, the feedback received was that the project needed more time, therefore additional time was added.

Kane questioned if the increase in cost was due to inflation, cost of labor price increases, and/or materials increase. Is 10% increase typical for this type of project.

Ben Ludlow responded all of those are currently factors that have caused the increase in price.

McQueeney asked if there are additional options for RFTA to receive grants to help bridge the gap.

Ravenschlag responded that RFTA will continue to research and find opportunities to pursue grants.

Ludlow asked if there would be a point at which the project could become too much and, if so, would the City of Glenwood Springs be willing to pay additional funds to ensure the project gets completed.

Godes stated that the City of Glenwood Springs has had the same question, how much is too much, voters in all jurisdictions were told that this underpass would get completed, however, the price is at the choking point for the City.

B. Summary of 2022 Strategic Work Plan Year in Review – Kurt Ravenschlag, COO

Progress made on the 19 Work Plan Items from the RFTA 2022 Strategic Work Plan that involve Board direction and/or policy development are as follows:

- **1.0 Safe Customers**
 - Construction Of 27Th Pedestrian Crossing (D 2040) Planned
 - Planning and Design of Buttermilk Underpass (D 2040) Planned

- **2.0 Accessibility and Mobility**
 - Discussion and Update of Downtowner - Basalt Complete
 - Financial contribution to USFS Maroon Bells Study Complete
 - Regional First and Last Mile Mobility Study (D 2040) Complete
 - GMF Ph 3&7 - Bus Storage and Fueling Lane (D 2040) Active
 - GMF Ph 4&5 Bus Storage and Circulation (D 2040) Active
 - GMF Ph 2 Maint Exp (D 2040) Complete
 - MOVE Study Active

- **3.0 Sustainable Workforce**
 - RFTA Housing Replacement Plan - Hotel Purchase(D 2040) Complete
 - RFTA Retirement revisions Sub-Committee Active

- **4.0 Financial Sustainability**
 - RFTA Annual Financial Audit Complete
 - RFTA 2022 Budget Development Complete

- **5.0 Satisfied Customers**
 - On-Board Survey Complete
 - Purchase and Deploy Mobile Ticketing Complete

- **6.0 Environmental Sustainability**
 - Zero Emission Vehicle Roadmap Active
 - RFTA Climate Action Plan Active
 - First BEB On Route Charger Active

- **7.0 High Performing Organization**
 - 2022 Board Retreat Complete

C. Overview of 2023 RFTA Work Plan – Kurt Ravenschlag, COO

The following 16 Work Plan Items in the RFTA 2023 Strategic Work Plan that could involve Board direction and/or policy development. If the Board agrees, these Work Plan Items will be presented to the RFTA Board for updates and direction at subsequent Board meetings throughout 2023. The identified Board Work Plan items are as follows:

- **1.0 Safe Customers**
 - Construction of 27th Street/ SH 82 Grade Separation
 - Review and assist in design of Buttermilk Underpass

- **2.0 Accessibility and Mobility**
 - Design/Build of Gmf Ph 3&7 - Bus Storage and Fueling Lane (Destination 2040)
 - Design/Build of Gmf Ph 4&5 Bus Storage and Circulation (Destination 2040)
 - Design of Gmf Ph 6 (Destination 2040)
 - Bike Share Purchase and Implementation (Destination 2040)

- **3.0 Sustainable Workforce**
 - Comprehensive Housing Policy
 - RFTA Retirement Revisions Sub-Committee

- **4.0 Financial Sustainability**
 - RFTA 2023 Financial Audit
 - RFTA 2023 Budget Development
 - Community Safety Action Plan

- **6.0 Environmental Sustainability**
 - Climate Action Plan
 - Zero Emission Vehicle Road Map
 - BEB On-Route Charger
 - RFTA Justice 40 Assessment

- **7.0 High Performing Organization**
 - Board Retreat

D. Possible Appointment of Board Sub-Committee to Plan Outreach to Garfield County Communities Regarding Joining RFTA and/or Forming a Garfield County RTA – Kurt Ravenschlag, COO and Dan Blankenship, CEO

Mayor Jonathan Godes, City of Glenwood Springs, proposed that a sub-committee be formed to engage Garfield County communities in discussions regarding the need for improved I-70 corridor transit services and potential funding mechanisms for them.

For years the City of Glenwood Springs has been grappling with traffic congestion along its “Main Street,” Grand Avenue (CO 82), which was identified as part of the City of Glenwood Springs’ Comprehensive Plan Update as one of the major concerns within the community.

As part of the discussions, a variety of governance structures could be explored, which could include:

- Voting to join RFTA
- Voting to create a separate Regional Transportation Authority
 - Operating its own services
 - Contracting with RFTA to provide services
 - Contracting with another provider to provide services
- Local ballot measures used to:
 - Operate their own services
 - Contract with RFTA to provide their services
 - Contract with another provider to provide their services

Board members who volunteered to be a part of the Board Sub-Committee are:

- Shelley Kaup
- Ben Bohmfalk
- Jonathan Godes
- Art Riddile

E. Update Regarding the Regional Bikeshare MOU Process – Dan Blankenship, CEO

City of Aspen: RFTA is awaiting receipt of the executed MOU.

Town of Basalt: RFTA has received the executed MOU.

Town of Carbondale: RFTA has received the executed MOU.

Eagle County: RFTA and WE-Cycle staff presented the MOU to the Eagle County Board of County Commissioners on January 9, 2023 and the County Manager was authorized to sign the MOU.

City of Glenwood Springs: RFTA is awaiting receipt of the executed MOU.

Town of Snowmass Village: RFTA has received the executed MOU.

8. Public Hearing Agenda:

A. Motion to Reconsider and Amend Resolution 2022-29: Resolution Certifying and Levying a Property Tax of 2.65 Mills for the 2023 Budget Year Resolution 2022-27: Adoption of the 2023 RFTA Budget – Michael Yang, CFAO and Paul Hamilton, Director of Finance

After Resolution 2022-29 was presented and adopted at the December 8, 2022 Board Meeting, Eagle County staff notified RFTA staff of an administrative error, where State Assessed property was distributed incorrectly and understated the total assessed valuation for RFTA in Eagle County by \$390,690. This error affects the Certification of Valuation by Eagle County Assessor for RFTA dated November 21, 2022, which reflects the current year's gross and net total taxable assessed valuation of \$277,123,690. The corrected Certification of Valuation by Eagle County Assessor for RFTA dated December 19, 2022 reflects the updated current year's gross and net total taxable assessed valuation of \$277,514,380. As a result, Form DLG 70 for Eagle County needs to be updated.

Form DLG 70 for Eagle County updated:

- Gross and Net assessed valuation
 - The previous total showed \$277,123,690 and has been increased by \$390,690 to the updated total of \$277,514,380.
- Revenue
 - The previous total showed \$734,378 and has been increased by \$1,035 to the updated total of \$735,413.

McQueeney asked if any member of the public would like to address the Board or make a comment regarding the Motion to Reconsider and Amend Resolution 2022-29: Resolution Certifying and Levying a Property Tax of 2.65 Mills for the 2023 Budget Year Resolution 2022-27: Adoption of the 2023 RFTA Budget.

No members of the public had any comments.

McQueeney closed Public Comments at 10:37 a.m.

Shenk moved to approve Resolution 2022-27: Adoption of the 2023 RFTA Budget, and Godes seconded the motion.

A Roll Call Vote Was Taken:

Jeanne McQueeney	Yes
Bill Kane	Yes
Art Riddile	Yes
Ben Bohmfalk	Yes
Alyssa Shenk	Yes
Jonathan Godes	Yes

Torre Yes
Francie Jacober Yes

The motion was unanimously approved.

B. Resolution 2023-03: 2022 Supplemental Budget Appropriations – Michael Yang, CFAO and Paul Hamilton, Director of Finance

General Fund:

- 27th Street and SH82 Underpass Project: In order to move this project forward, Staff is requesting the following budget amendments:
 - \$7,020,468 increase in Grant Revenues
 - \$100,000 increase in Local Government Contributions
 - \$12,392,271 increase in Capital Outlay

McQueeney asked if any member of the public would like to address the Board or make a comment regarding Resolution 2023-03: 2022 Supplemental Budget Appropriations.

No members of the public had any comments.

McQueeney closed Public Comments at 10:37 a.m.

Ben Bohmfalk moved to approve Resolution 2023-03: 2022 Supplemental Budget Appropriations, and Shenk seconded the motion. The motion was unanimously approved.

9. Board Governance Process:

A. Resolution 2023-04: Election of RFTA Board Officers for 2023 – Paul Taddune, General Counsel

Art Riddile moved to elect Jeanne McQueeney as the RFTA Chairperson for 2023, Godes seconded the motion. The motion was unanimously approved.

Godes moved to elect, Ben Bohmfalk as Vice-Chairperson, McQueeney seconded the motion. The motion was unanimously approved.

Shenk moved to elect Nicole Schoon as Board Secretary, Torre seconded the motion. The motion was unanimously approved.

Shenk moved to elect Michael Yang as Board Treasurer, Torre seconded the motion. The motion was unanimously approved.

10. Information/Updates:

A. CEO Report – Dan Blankenship, CEO

RFTA's mobile ticketing app has gone live, and has had a significantly positive initial rate of acceptance. The mobile ticketing app continues to have positive reviews.

Ravenschlag stated that on Christmas Day the driver bonus was doubled in order to have additional services covered, and it was a great success. Due to the ongoing staffing shortage, the shift incentive bonus will still need to be offered in February.

11. Issues to be Considered at Next Meeting: No topics identified.

12. Next Meeting: 8:30 a.m. – 11:30 a.m.; February 9, 2023, Carbondale Town Hall, Room 1 and via WebEx Teleconference, for those who are unable to attend in person.

13. Adjournment:

Riddile moved to adjourn from the January 12, 2023 RFTA Board meeting, and Shenk seconded the motion. The motion was unanimously approved.

The January 12, 2023 RFTA Board Meeting adjourned at 11:13 a.m.

Respectfully Submitted:

Nicole R. Schoon
Secretary to the RFTA Board of Directors

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

Meeting Date:	February 9, 2023																						
Subject:	IGA between the City of Aspen and the Roaring Fork Transportation Authority to Complete the Rubey Park Overhead Electric Charger Project Final Design and Construction																						
Strategic Outcome:	6.0 Environmental Sustainability																						
Strategic Objective:	6.2 RFTA will strive for 100% renewable energy use.																						
Presented By:	Michael Hermes, Director of Facilities																						
Staff Recommendations:	Staff recommends the Board authorize the RFTA Board Chair or CEO to execute the IGA once approved as to form by the RFTA General Council.																						
Executive Summary:	Staff is seeking advance Board authorization for the RFTA Board Chair or CEO to execute the IGA for the design and construction of the overhead on-route Battery Electric Bus (BEB) charger at Rubey Park, once finalized and reviewed as to form by the RFTA General Counsel. Execution of the IGA between RFTA and the City of Aspen will formalize the process, responsibilities and financial contributions of each party for the design and construction of the BEB charger at Rubey Park.																						
Background/ Discussion:	<p>1. In 2020 RFTA received a FASTER grant from CDOT to purchase and install a BEB charger at Rubey Park. Due to the heavy workload of the RFTA capital project development staff, the deadline for the completion of the project has been extended twice and the current deadline is December 31, 2023.</p> <p>2. The current funding for the project is \$1,100,000 and is summarized in the following chart</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: center;">Rubey Park OEC funding 1-23-2023</th> </tr> <tr> <th style="text-align: center;">Source of Funds</th> <th style="text-align: center;">Amount</th> <th style="text-align: center;">Notes</th> </tr> </thead> <tbody> <tr> <td>RFTA FASTER Grant</td> <td style="text-align: right;">\$ 480,000.00</td> <td>CDOT funds- design, equipment and construction</td> </tr> <tr> <td>RFTA match for Grant</td> <td style="text-align: right;">\$ 120,000.00</td> <td>RFTA match for FASTER grant</td> </tr> <tr> <td>City Contribution</td> <td style="text-align: right;">\$ 350,000.00</td> <td>For equipment and permit fees only</td> </tr> <tr> <td>Additional RFTA funds</td> <td style="text-align: right;">\$ 150,000.00</td> <td>Design</td> </tr> <tr> <td>Total Project Funding</td> <td style="text-align: right;">\$1,100,000.00</td> <td></td> </tr> </tbody> </table> <p>3. Due to the current workload of the RFTA capital project development staff, assistance with completing this project will be helpful. The City of Aspen has agreed to assume responsibility for the management of the design and construction of the BEB charger at Rubey Park Transit Center, and RFTA will assume responsibility for the management of grants and the procurement process necessary to complete the project.</p>		Rubey Park OEC funding 1-23-2023			Source of Funds	Amount	Notes	RFTA FASTER Grant	\$ 480,000.00	CDOT funds- design, equipment and construction	RFTA match for Grant	\$ 120,000.00	RFTA match for FASTER grant	City Contribution	\$ 350,000.00	For equipment and permit fees only	Additional RFTA funds	\$ 150,000.00	Design	Total Project Funding	\$1,100,000.00	
Rubey Park OEC funding 1-23-2023																							
Source of Funds	Amount	Notes																					
RFTA FASTER Grant	\$ 480,000.00	CDOT funds- design, equipment and construction																					
RFTA match for Grant	\$ 120,000.00	RFTA match for FASTER grant																					
City Contribution	\$ 350,000.00	For equipment and permit fees only																					
Additional RFTA funds	\$ 150,000.00	Design																					
Total Project Funding	\$1,100,000.00																						
Governance Policy:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”																						

Fiscal Implications:	The IGA commits RFTA to its portion of the current \$1,100,000 budget for this project. Once the design and cost estimate for the project has been completed the project may require additional funding to complete.
Attachments:	Please click on " RFTA-Aspen OEC IGA 2-3 2-23.pdf ," or see "RFTA-Aspen OEC IGA 2-3 2-23.pdf," included in the February 2023 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda packet.

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 7. A.

Meeting Date:	February 9, 2023
Subject:	Covenant Enforcement Commission (CEC) 2022 Report
Strategic Outcome:	2.0 Accessibility and Mobility
Strategic Objective:	2.1 Rio Grande Railroad Corridor/Rio Grande Trail is appropriately protected and utilized
Presented By:	Abbey Pascoe, Asset and Railroad Manager, Brett Meredith, Trail Manager and Tom Newland, NPR.
Staff Recommends:	<ul style="list-style-type: none"> • FYI with Question & Answer Session following Presentation. • Approval to send letter to Great Outdoors Colorado (GOCO)
Executive Summary:	Measurement of RFTA staff’s performance related to GOCO’s requirement to manage and maintain the nine conservation areas along the Rio Grande Trail.
Background/ Discussion:	<ul style="list-style-type: none"> • In 1996, the Roaring Fork Railroad Holding Authority (RFRHA), with \$1.5 million in assistance from Great Outdoors Colorado (GOCO) and \$3 million in assistance from Colorado Department of Transportation (CDOT) purchased 33.4 miles of the Rio Grande Railroad Corridor, extending from Glenwood Springs to Woody Creek • In 2001, After the Roaring Fork Transportation Authority was created, RFRHA assigned the Corridor to RFTA. • As part of an amended Purchase agreement, RFTA and GOCO agreed to place a Covenant on approximately half of the corridor to preserve the “Conservation Values” on the property • One of the requirements of GOCO was the formation of the Covenant Enforcement Commission (CEC). The CEC monitors management by RFTA of the conservation areas called out in the Comprehensive Plan. • Annually, RFTA hires an independent consultant to survey the entire length of the Corridor and report potential violations in the nine designated conservation areas • RFTA staff also develops a report on the state of the Railroad Corridor • The CEC committee meets annually to review both the independent consultant and staff reports to prepare recommendations for the RFTA BOD • The main items that the CEC requested that staff discuss with the RFTA Board are: <ol style="list-style-type: none"> 1. Staff work with Pitkin County and ditch companies to remedy ditch issues near Obermeyer property and dealing with spoils. Partner on a grant, look at funding for long-term solution. 2. Staff does inventory of current encroachments and works with adjacent property owners to get them licensed until property sells and then they must be remedied. 3. Staff will secure more information to look for consistency in management of the corridor and covenant areas and review the documentation from an adjacent property owner, including the information represented in the Title

	<p>Documentation to make sure we are doing our due diligence before the Board makes decisions regarding encroachment remedy.</p> <ul style="list-style-type: none"> • Second Meeting CEC Recommendation: <ol style="list-style-type: none"> 1. <u>Smith Property</u>: RFTA will issue a two-year removal agreement and at the end of the two years the property owner must remove all encroachments at their expense, or RFTA will remove them and put a lien on the property, payable at the sale of the property. 2. <u>Entire Corridor approach</u>: Staff has developed a process to begin addressing the entire corridor. This will be presented during the next agenda discussion.
Governance Policy:	2.8.5 Make an annual report to the Covenant Enforcement Commission and the RFTA Board regarding compliance with Great Outdoors Colorado covenants.
Fiscal Implications:	TBD. There may be expense associated with RFTA removing the encroachments and/or enforcing removal of the encroachments
Attachments:	<p>Please see 2023 Letter to the RFTA BOD by Paul Taddune included in the February 2023 RFTA Board Portfolio.pdf attached to the e-mail transmitting the Board Agenda packet, please find:</p> <ul style="list-style-type: none"> • 2022 CEC Assessment – NPR • 2022 RFTA Staff Assessment • 2022 CEC Letter of Recommendation to the RFTA Board • 2022 RFTA Board Letter to Great Outdoors Colorado (GOCO) <p>Find the above documents, included in the February 2023 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.</p>

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 7. B.

Meeting Date:	February 9, 2023
Subject:	Discussion of Staff Recommendations for Addressing Rio Grande Railroad Corridor-Wide Encroachments, Access, Licenses, and Utility Identification
Strategic Outcome:	2.0 Accessibility and Mobility
Strategic Objective:	2.1 Rio Grande Railroad Corridor/Rio Grande Trail is appropriately protected and utilized
Presented By:	Abbey Pascoe, Asset and Railroad Manager, Angela Henderson, Assistant Director, Project Management & Facilities Operations
Staff Recommends:	Approval for proposed process. Recommendation for clarification/changes in process.
Executive Summary:	Develop a policy to manage the railroad corridor consistently from Glenwood Springs to Woody Creek and remedy any encroachments within the Right-of-Way.
Background/ Discussion:	<p>Based on recommendations from the CEC Board and RFTA BOD, staff has developed a policy to manage the railroad and remedy any encroachments within the Right-of-Way. Our goal is to:</p> <ol style="list-style-type: none"> a. Identify all the utilities under/on and/or above ground b. Identify all the encroachments within the corridor c. Approach the unlicensed property owners and notify them of the encroachment and provide them with an exhibit to show the extent of their encroachment d. Work towards removal of all encroachments in the corridor e. Regain and maintain control of the public asset. f. Staff will send an updated Railroad Brochure out to all adjacent property owners as an educational tool. <p>Staff will issue a two-year removal agreement to property owners, depending on the extent of the encroachment. After the first-year, staff will check in with the owners on removal. If they cannot have the encroachment removed by the end of the agreement, they must submit a removal plan to be approved by RFTA and request one-time extension on their agreement.</p> <p>Staff would like direction from the RFTA Board on what level of interaction we should bring back to the RFTA Board for further direction. Refusal to comply with removal? Legal involvement?</p>
Governance Policy:	Policy 2.4 - The CEO shall not allow RFTA’s assets to be unprotected, inadequately maintained or unnecessarily risked.
Fiscal Implications:	There may be expense associated with removal of the encroachments. There is budget in place to account for the initial expense, including survey and creation of exhibits. Any expense over and above what is already budgeted will be brought to the RFTA Board as a supplemental budget expense.
Attachments:	Yes, please click on “2023-02-09 -Railroad Management Plan Presentation.pdf” or see “2023-02-09 -Railroad Management Plan Presentation.pdf” included in the February 2023 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet.

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 7. C.

Meeting Date:	February 9, 2023
Subject:	Proposed Revisions of Appendix B of the Rio Grande Corridor Access Control Plan to Include a Utility Fee Structure
Strategic Outcome:	2.0 - RFTA will provide accessible, effective and easy to use mobility options that connect our region for all user types
Strategic Objective:	2.1 - Rio Grande Railroad Corridor/Rio Grande Trail is appropriately protected and utilized
Presented By:	Abbey Pascoe, Asset and Railroad Manager, Angela Henderson, Assistant Director, Project Management & Facilities Operations
Staff Recommends:	Approve revisions as submitted, make additional recommendations for revisions or disapprove revisions
Executive Summary:	<ol style="list-style-type: none"> 1. Update Appendix B - Change the Land Use Review Process to Reimbursable rather than charge an upfront estimated fee for review process 2. Update Appendix B to remove fee structure currently labeled ‘TBD’ and incorporate Fee Structure to mirror other Railroad entities.
Background/ Discussion:	<p>The Access Control Plan (ACP) was approved by the RFTA Board in 2018 and Staff has been using it to review all land use projects requesting use of the RFTA Railroad Corridor.</p> <ul style="list-style-type: none"> • First revision - Staff is recommending a slight change to the review process that has proven more effective in the past year. Previously, Farnsworth Group would provide a review estimate for the entire project, based on two reviews and receipt of the final documents from the Applicant, which the applicant would then pay upfront. • Staff has discovered that the review process is more complicated than originally anticipated and is recommending an update to the process to allow more flexibility in the process for staff and the applicant. Charging applicants by the hour for the review process, and invoicing them monthly, has proven more efficient and effective in managing the application process. • Staff has also added a pre-application process to allow potential users to meet with staff to discuss the application process, allow them to ask questions and secure a better understanding of the RFTA process, in an attempt to limit the review time necessary to secure approval for each project. This has also proven to be much more helpful for the applicant and for staff. • Second revision -The initial ACP had an approved Fee Structure of TBD. Staff has added a fee structure based on rates charged by other railroad entities. The new structure will be provided to the applicant upfront and provide uniformity in staff’s approach to fee assessments.
Governance Policy:	Policy 2.8.3 - Review and update the Rio Grande Corridor Access Control Plan and Design Guidelines as often as necessary; however, normally every five (5) years, unless authorized by the Board to extend this time frame

Fiscal Implications:	<ul style="list-style-type: none"> • For land use applicants, there will be no fiscal implications because Review fees are passed through to Applicant on a monthly basis until project is completed. • For applications requesting use of the Railroad Corridor there will be a revenue stream created that provides additional RGT Repair and Maintenance resources.
Attachments:	<p>Yes, please click on 2023-(ASP) ACP - with Appendices 1.0.pdf and "Copy of 2020 -Comparative Utility Rate Sheet.exl" or see "2023-(ASP) ACP - with Appendices 1.0.pdf" and "Copy of 2020 -Comparative Utility Rate Sheet.exl" included in the February 2023 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet.</p>

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATIONS/ACTION” AGENDA SUMMARY ITEM # 7. D.

Meeting Date:	February 9, 2023
Subject:	Update Regarding “Final” 2023 – 2028 Regional Bikeshare MOU
Strategic Outcome:	2.0 – Accessibility and Mobility
Strategic Objective:	2.3 – Increase alternative mode splits throughout the region 2.4 – Provide increased first and last mile options for customers throughout the service area
Presented By:	Dan Blankenship, CEO
Staff Recommends:	<p>FYI: Staff is providing an update regarding the adoption status of the Memorandum of Understanding Regarding Roaring Fork Transportation Authority 2023 – 2028 Regional Bikeshare Services (Final MOU).</p> <p>Board Resolution 22-11 authorized the RFTA CEO or the CEO’s designee to develop, negotiate, finalize, and, execute the Service Operating Agreement (SOA with WE-cycle) and MOU (with participating jurisdictions) subject to approval as to form by the RFTA General Council, contingent upon the requisite funding being appropriated each year by RFTA and its jurisdictional partners in the amounts and for the purposes set forth in the SOA and MOU.</p>
Executive Summary:	<p><u>Status of “Final” Memorandum of Understanding Regarding RFTA 2023 – 2028 Regional Bikeshare Services:</u></p> <p>Following is a status update regarding the adoption of the Final MOU by the jurisdictional partners, as follows:</p> <ol style="list-style-type: none"> 1. Seven RFTA jurisdictions have approved and executed the Final MOU. The Final MOU has been executed by the CEO on behalf of RFTA and distributed to all of the jurisdictional partners. 2. The SOA has been executed by RFTA and WE-cycle. 3. Mirte Mallory, Executive Director, WE-cycle, will provide an overview of the 2023 Bikeshare Expansion Plan at the March 9 RFTA Board meeting. 4. Grant Agreements for 2023 First/Last Mile Mobility Reserve grants (RFTA amounts included in its 2023 budget) are in the process of being finalized and distributed to the following grantees: <p style="text-align: center;">[See Chart on following page]</p>

	Applicant	Scope	Cost
	City of Aspen	Add five bikeshare stations to the west of downtown Aspen; add and/or replace equipment	\$40,024 request \$40,024 local match
	Pitkin County	Buttermilk Bicycle/Pedestrian Crossing of SH82 – Design to FIR (30%)	\$150,587 request \$150,587 local match
	Pitkin County	Truscott to Buttermilk Sidewalk/Trail (1.3 miles) – 100% Design	\$118,692 request \$118,692 local match
	Town of Basalt	Operating funding for Town of Basalt’s existing bike share system, for 9 months of year 2023	\$25,905 request \$25,905 local match
	Town of Basalt	Basalt Connect Microtransit Service – Year 2023 operating	\$193,483 request \$193,483 local match
	Town of Carbondale	Capital (15 new stations) and Operating for 2023	\$105,344 request \$105,344 local match
	City of Glenwood Springs	Blake Avenue Multimodal Corridor Improvements 7 th st-27 th street – Design (estimate of bike/ped components)	\$100,000 request \$500,000 local match
	TOTAL FLMMR REQUESTS		\$ 734,035 RFTA Share \$1,134,035 Local Match
Background/ Discussion:	See Executive Summary, above.		
Governance Policy:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”		
Fiscal Implications:	In 2022, RFTA covered the 50% deposit on bikeshare equipment ordered for 2023 implementation, in the amount of \$556,361, leaving RFTA with a net share of approximately \$1.5 million for the bikeshare program in 2023.		
Attachments:	Final Memorandum of Understanding and SOA . Please use these links because the MOU and SOA are not included in the February 2023 RFTA Board Meeting Portfolio due to the size of the file this month.		

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

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: February 9, 2023

Ridership: Through **December, 2022**, RFTA’s year-to-date system-wide ridership was up **33.6%** compared to same period in 2021. The individual month of **December 2022** compared to **December 2021** was up **23.2%** system-wide.

The chart below compares year-to-date **December 2022** ridership with year-to-date **December 2019** pre-pandemic ridership. Overall, Year-to-Date system-wide ridership through **December 22** was down **23%** compared to year-to-date system-wide ridership through **December 2019**. However, Valley ridership was only down **16%** and Hogback ridership was up **41%**.

Total Ridership YTD Comparison: 2019 vs. 2022			
Service	YTD Dec. 2019	YTD Dec. 2022	% Vari YTD 2022 to YTD 2019
Aspen	1,413,782	896,967	-37%
Valley	2,762,942	2,311,019	-16%
Hogback	102,122	144,402	41%
Other	1,189,795	906,995	-24%
Total	5,468,641	4,259,383	-22%

The chart below compares the month of **December 2022** with the pre-COVID month of **December 2019**. System-wide ridership In **December 2022** was down **14%** compared with **December 2019**. Hogback ridership was up **57%**.

Ridership Comparison: Dec. 2019 vs. Dec. 2022			
Service	Dec-19	Dec-22	% Vari Dec. 2022 to Dec. 2019
Aspen	181,406	118,403	-35%
Valley	262,633	252,899	-4%
Hogback	9,392	14,703	57%
Other	133,877	121,527	-9%
Total	587,308	507,532	-14%

RFTA I-70 Corridor Transit Service Improvement Subcommittee: The Subcommittee held its first virtual meeting on January 24th. Ben Bohmfalk was elected Chair of the Subcommittee and there was conversation about the upcoming meeting between the City of Glenwood Springs and Garfield County on February 7 to discuss the City’s Origin and Destination Study and plans for South Bridge and LoVa Trail. A schedule for future meetings of the Subcommittee is being developed.

Winter 2022/23 Readiness

The Roaring Fork Transportation Authority utilizes an Operational Readiness calculator to determine whether or not we have the appropriate level of staffing to deliver a particular season's scheduled service. For example, a 100% readiness means RFTA has the exact number of bus operators to cover the scheduled service. However, 100% readiness does not account for vacations, sick absences, FMLA or other reasons an employee might be away from work. Ideally, RFTA would have a 120% readiness to account for all the various absences the operations staff would be dealing with on a day-to-day basis and avoid excessive overtime. RFTA has established a threshold of 105% readiness before service reductions would be necessary to reliably deliver scheduled service.

RFTA's current operational readiness on February 3, 2023 is 99%, which is below our anticipated operational readiness and our operational readiness threshold of 105%. Newly trained bus operators joining the driving ranks have been approximately half of what we had anticipated in early December 2022. This has resulted in cancelations of select service on a daily basis. When services are cancelled, alerts are sent out through our text alert service for those who have subscribed to receive those alerts. Staff is evaluating what further options are available to address this issue, including the possibility of service reductions.

2023 X-Games Summary

The Winter X-Games mark the single busiest weekend for RFTA each year. For the first time in three years there were no restrictions placed on vaccination status, capacity, or mask usage, and live concerts returned. These combined factors led to ridership demands that would normally far exceed what RFTA would be capable of transporting on a regular day. Friday, Saturday and Sunday required all available operations staff to be able to meet the demands of the event. Members of other departments and administrative staff, who still maintain their CDLs, stepped in to help during the busiest times as well. In the weeks leading up to X-Games the Vehicle Maintenance team made a tremendous effort in their repair work to ensure that as many buses would be available as possible for this event. Weather in the Upper Valley on Saturday evening had a major impact on the Operation of RFTA and X-Games service causing significant delays and service interruptions. Multiple accidents, not involving RFTA, closed Down-valley Highway 82 for close to an hour which slowed egress from X-games to Brush Creek Park and Ride/Snowmass Village. This closure on Saturday evening most severely impacted passengers travelling down-valley from the Buttermilk Highway stop where wait times for a bus was over one hour at times. Despite these conditions and large Crowds RFTA was able to ultimately get everyone to their destination safely. This weekend was a tremendous undertaking and the fact that it was done without major incident or accident is a testament to all involved.

Letter from Cody Stewart, RFTA Road Supervisor to staff following the X-Games weekend:

Another year has brought yet another X-Games and, being without any restrictions for the first time in a few years, it brought its own challenges. We are still waiting for the exact number of passengers we moved last weekend but we can guarantee it is substantial. Moving that many passengers from Down Valley, Snowmass, Aspen and Brush Creek was a tough feat. But a feat that you, as drivers, handled professionally and efficiently.

This is an appreciation letter to all drivers and personnel that helped out during X-Games weekend. Our core XEX drivers worked long hours and handled the heavy part of the service. They dealt with adversity and kept smiles on their faces. Our passengers noticed this and it kept us from having ANY altercations this weekend. We had show-ups, drivers finishing their shifts, and off duty employees jump in buses and head to the venue to help out. They solidified the service and honestly were our saving grace. We would have been crushed without them. We also had our regularly scheduled Valleys, BRTs, and Snowmass buses. You all handled the extra workload like true professionals and helped bring people up/get people to their beds at the end of the night. They were grateful for you as well.

Events of this size take a team of individuals to make it work and this past weekend we had a phenomenal one. Friday was a learning experience. We had 3 brand new drivers who had never worked a shift before jump in the seat and do a wonderful job. Saturday was our busiest day with many drivers putting in the long hours to help us keep the venue as clear as possible. A Highway 82 closure Saturday night brought traffic to a halt and we cannot thank you all enough for helping RFTA overcome the hardship and staying professional. Sunday was a breeze after the 2 previous days and we were able to wrap up X-Games on a positive note. We implemented new login procedures for X-Games and you did a wonderful job at sticking to it. That allowed us to get more accurate numbers than ever before. With how tight the platform is at X-Games, we also had NO ACCIDENTS! Well done to all the drivers who came into the venue and maneuvered those tight quarters without incident! Your efficiency and professionalism this weekend was something to behold. You kept smiles on your faces and that kept smiles on the passenger's faces as well. So, to put it simply...to all the X Games drivers and everyone else that helped out this past weekend, THANK YOU!

RFTA 2023 Work Plan for Destination 2040 Implementation

E1 - Bus Replacement – 19, 40' 9 clean diesel and 10 CNG, low floor buses

2023 Budget: \$11,341,890	% Complete: 25%	Last Updated: Feb. 2023
<ul style="list-style-type: none"> 2021 and 2022 Budget included funding to purchase 19 replacement clean diesel, low floor buses. This budget was appropriated in the 2022 Annual Budget appropriation. 		<ul style="list-style-type: none"> 9 Diesel scheduled for delivery early February 2023 10 CNG scheduled for delivery May 2023

E2 - Bike Share Expansion

2023 Capital Budget: \$2,064,858	% Complete: 100%	Last Updated: Feb. 2023
<ul style="list-style-type: none"> 2023 Budget includes \$2,064,858 to purchase and implement bike share in Carbondale and Glenwood Springs. 		<ul style="list-style-type: none"> Kick off meeting occurred early February for various 2023 work plan items. Board update scheduled for March

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

2023 Budget: \$2,803,850	% Complete: 25%	Last Updated: Jan. 2023
<ul style="list-style-type: none"> 2022 Budget includes funding to purchase 5 expansion low floor clean diesel buses. 		<ul style="list-style-type: none"> 5 Diesel scheduled for delivery May 2023

C13 – Town of Snowmass Village Transit Center

2023 Budget: \$500,000	% Complete: 20%	Last Updated: Dec. 2022
<ul style="list-style-type: none"> RFTA staff continue to coordinate with Town of Snowmass on the design and implementation of the Snowmass Transit Center. 		<ul style="list-style-type: none"> TOSV has requested \$1.5 million of funding from RFTA to help bridge funding gap. This request has been incorporated in the 2023 budget. TOSV received \$13.5m from FTA 5339 to help with additional costs of this project.

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

2023 Budget: \$3,800,392	% Complete: 30%	Last Updated: Feb. 2023
<ul style="list-style-type: none"> In 2023 RFTA staff plan to contract with a construction team and begin construction of the 27th Street and SH-82 Underpass in spring 2023. 		<ul style="list-style-type: none"> Staff is in the process of contracting for construction. Construction scheduled for Spring 2023

S4 - Buttermilk Underpass

2023 Budget: \$0	% Complete: 0%	Last Updated: September 2022
<ul style="list-style-type: none"> The RFTA Contribution when budgeted is \$500,000 to be applied towards construction of a grade pedestrian crossing at the Buttermilk intersection in Pitkin County. 		<ul style="list-style-type: none"> Pitkin County is beginning to coordinate partnerships and design efforts.

S7 - Glenwood Maintenance Facility (GMF) Expansion

2022 Budget: \$28,246,556	% Complete: 30%	Last Updated: Feb. 2023
<ul style="list-style-type: none"> Construction funding for phases 3,4,5,7 has been appropriated in 2023 Annual Budget. Design funding for Phase 6 has been appropriated in 2023 Annual Budget. 	<p>Phase 3,4,5,7</p> <ul style="list-style-type: none"> Construction to resume March 1 <p>Phase 6 (Transit Center and Operations Center)</p> <ul style="list-style-type: none"> Development of an RFP for design services is being developed 	

S10 - Replacement Housing

2022 Budget: \$50,000	% Complete: 10%	Last Updated: Feb. 2023
<ul style="list-style-type: none"> Funding for a comprehensive housing policy effort has been included in the 2023 annual budget appropriation to help define the housing type RFTA should build. 		<ul style="list-style-type: none"> RFTA staff has developed a scope of work to release as RFP in February.

Planning Department Update, February 2023 – David Johnson, Director of Planning

Please see the click on the links: "[02-09-2023 Planning Department Update.pdf](#)," or see "09-08-2022 Planning Department Update.pdf" included in the February 2023 RFTA Board Meeting Portfolio.pdf, attached to the email transmitting the RFTA Board Meeting Agenda packet.

2022 Actuals/Budget Comparison (December YTD)

2022 Budget Year				
General Fund	December YTD			
	Actual	Projection	Amended Budget	% Var.
Revenues				
Sales and Use tax (1)	\$ 35,324,429	\$ 39,490,000	\$ 36,681,900	7.7%
Property Tax Revenue	\$ 12,390,218	\$ 12,390,218	\$ 11,876,000	4.3%
Grants (2)	\$ 7,813,127	\$ 8,872,682	\$ 55,252,968	-83.9%
Fares (3)	\$ 4,537,701	\$ 4,537,701	\$ 4,108,500	10.4%
Other govt contributions (4)	\$ 891,159	\$ 891,159	\$ 1,953,160	-54.4%
Other income (5)	\$ 2,131,770	\$ 2,131,770	\$ 1,451,380	46.9%
Total Revenues	\$ 63,088,403	\$ 68,313,529	\$ 111,323,908	-38.6%
Expenditures				
Fuel (6)	\$ 1,697,503	\$ 1,614,000	\$ 2,160,194	-25.3%
Transit (7)	\$ 32,565,476	\$ 32,670,000	\$ 36,066,064	-9.4%
Trails & Corridor Mgmt (8)	\$ 692,037	\$ 695,000	\$ 896,000	-22.4%
Capital (9)	\$ 10,633,082	\$ 10,733,000	\$ 90,512,052	-88.1%
Debt service	\$ 1,529,737	\$ 1,529,737	\$ 1,529,984	0.0%
Total Expenditures	\$ 47,117,834	\$ 47,241,737	\$ 131,164,294	-64.0%
Other Financing Sources/Uses				
Other financing sources (10)	\$ 16,952	\$ 16,952	\$ 3,669,760	-99.5%
Other financing uses	\$ (4,633,540)	\$ (4,628,540)	\$ (4,986,970)	-7.2%
Total Other Financing Sources/Uses	\$ (4,616,588)	\$ (4,611,588)	\$ (1,317,210)	250.1%
Change in Fund Balance	\$ 11,353,981	\$ 16,460,205	\$ (21,157,596)	-177.8%

- (1) Actual sales and use tax revenues exclude December data, which will become available in early February 2023. Through November, revenues are comparable with the prior year and approximately 8% over the amended budget.
- (2) Budgeted grant revenues expected to be carried over to 2023 include: \$33.8 million \$39.5 million for the GMF Phase 3,4,5, and 7 Project, \$8.2 million for transit buses, \$4 million for the 27 Street Underpass project, \$101,000 for the On-Route Battery Electric Bus Project, \$75,000 for the ZEV Roadmap Project, and \$72,000 for one Traveler Van Replacement.
- (3) Through December, fare revenue and ridership have increased by 10% and 35%, respectively, compared to the prior year. The primary reason for the lag in fare revenues is due to the Alternative Regional Commuter Fare Structure change implemented in November 2021. Due to COVID-19 social distancing measures, RFTA operated under a 50% seated capacity limitation until June 2021 which increased to 100% seated capacity contributing to the ridership increases. The Maroon Bells Bus Tour began on May 27, 2022 which was earlier than the 2022 Budget start date of June 6, 2022. Over the course of the year, timing of bulk pass orders by outlets and businesses can affect the % change. The chart below provides a YTD December 2021/2022 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 12/2021	YTD 12/2022	Increase/ (Decrease)	% Change
Regional Fares	\$ 2,765,012	\$ 3,267,815	\$ 502,803	18%
Maroon Bells	\$ 1,332,177	\$ 1,223,314	\$ (108,863)	-8%
Total Fare Revenue	\$ 4,097,189	\$ 4,491,129	\$ 393,940	10%
Ridership on RFTA Regional Services*:	YTD 12/2021	YTD 12/2022	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	579,200	803,174	223,974	39%
BRT	656,246	882,248	226,002	34%
SM-DV	24,437	52,697	28,260	116%
Grand Hogback	77,469	144,402	66,933	86%
Maroon Bells	218,889	215,101	(3,788)	-2%
Total Ridership on RFTA Fare Services	1,556,241	2,097,622	541,381	35%
Avg. Fare/Ride	\$ 2.07	\$ 1.74	\$ (0.33)	-16%
Avg. Fare/Ride MB	\$ 6.09	\$ 5.69	\$ (0.40)	-7%

- (4) Budgeted Governmental Contributions expected to be carried forward to 2023 includes \$750,000 from City of Glenwood Springs for 27th Street Underpass Project, up to \$123,422 from Pitkin County for Wingo Bridge Project, and \$75,000 from the City of Glenwood Springs for the MOVE Corridor Study, \$32,120 from We-Cycle and RFTA's member jurisdictions, \$18,041 from Garfield County for local match for Traveler Van.
- (5) Includes higher than expected investment income.
- (6) Includes \$193,000 of Excise Tax Credits received for the CNG usage over the first three quarters of 2022, which offsets the current year's fuel expenditure. An additional \$73,800 for the 4th quarter of 2022 was submitted to the IRS in January 2023.
- (7) The decrease in transit service expenditures is primarily attributable to unfilled positions and reduced service levels.
- (8) Trails budget savings primarily due to lower than anticipated expenditures related to the corridor and right-of-way projects and review.
- (9) Unexpended budget for a variety of Facilities, Vehicle Maintenance, Trail, Planning, and IT-related capital projects will be carried over to 2023 due to timing.
- (10) Due to timing, the lease purchase of new buses will be carried forward to 2023.

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage December YTD				Hours December YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	3,884,982	4,235,618	(350,636)	-8.3%	179,130	190,656	(11,526)	-6.0%
City of Aspen	576,552	573,315	3,237	0.6%	66,038	64,930	1,108	1.7%
Aspen Skiing Company	270,871	272,767	(1,896)	-0.7%	19,488	20,324	(836)	-4.1%
Ride Glenwood Springs	113,963	118,391	(4,428)	-3.7%	9,841	9,844	(2)	0.0%
Grand Hogback	413,105	429,325	(16,220)	-3.8%	18,880	20,902	(2,022)	-9.7%
Specials/Charters	8,616	14,432	(5,817)	-40.3%	506	913	(407)	-44.6%
Senior Van	8,770	12,081	(3,311)	-27.4%	1,350	1,833	(482)	-26.3%
MAA Burlingame	12,470	23,847	(11,377)	-47.7%	1,128	1,688	(560)	-33.2%
Maroon Bells	82,913	97,832	(14,919)	-15.2%	6,737	7,811	(1,074)	-13.8%
Subtotal - Transit Service	5,372,242	5,777,610	(405,368)	-7.0%	303,099	318,901	(15,802)	-5.0%
Training & Other	20,222	33,000	(12,778)	-38.7%	25,638	41,200	(15,562)	-37.8%
Total Transit Service, Training & Other	5,392,464	5,810,610	(418,146)	-7.2%	328,737	360,101	(31,364)	-8.7%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report				
Service	Dec-21	Dec-22	#	%
	YTD	YTD	Variance	Variance
City of Aspen	708,643	896,967	188,324	26.58%
RF Valley Commuter	1,711,428	2,311,019	599,591	35.03%
Grand Hogback	77,469	144,402	66,933	86.40%
Aspen Skiing Company	306,073	451,836	145,763	47.62%
Ride Glenwood Springs	139,305	191,118	51,813	37.19%
X-games/Charter	5,662	17,770	12,108	213.85%
MAA Burlingame	19,943	30,090	10,147	50.88%
Maroon Bells	218,889	215,101	(3,788)	-1.73%
Senior Van	1,419	1,080	(339)	-23.89%
Total	3,188,831	4,259,383	1,070,552	33.57%
Subset of Roaring Fork Valley Commuter Service with BRT in 2022				
Service	YTD Dec 2021	YTD Dec 2022	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	579,200	803,174	223,974	38.67%
BRT	656,246	882,248	226,002	34.44%
Total	1,235,446	1,685,422	449,976	36.42%

2023 Budget - Update

At the March 2023 RFTA Board meeting, staff anticipates to present a supplemental budget appropriation resolution to carryforward unexpended project budgets from 2022 to 2023 (due to timing of the various projects).

2023 Lease Purchase for Bus Acquisitions - Update

RFTA currently has 24 buses that have been ordered and expected to be delivered in 2023. While 18 buses will be funded by approximately \$8.2 million from capital grants and approximately \$2.5 million of RFTA's local match, 6 buses with an estimated cost of approximately \$3.5 million are planned to be purchased using lease purchase financing. Staff has started work with the financing team, which includes Kutak Rock, bond counsel, and PFM, financial advisor. Staff plans to utilize RFTA's existing Master Equipment Lease/Purchase Agreement (MELPA) with Banc of America Public Corp. (BAPCC) established on November 17, 2016. Staff anticipates to present to the Board at the April Board meeting a resolution to authorize and approve a lease purchase agreement for these 6 buses.

Facilities & Trails Update, February 2023 – Mike Hermes, Director of Facilities & Trails

Facilities, Railroad Corridor & Rio Grande Trail Update

Glenwood Maintenance Facility (GMF): The Phase II expansion is in the warranty phase. Staff continues to work with the Project Management team on all warranty issues that require repair. Staff has added all of the new assets to RFTA's Asset Management Software system, EAM.

Glenwood Housing Facility (formally known as the Rodeway Inn): Staff has taken over management of the Glenwood Housing facility and is working through the redevelopment process with S.E.H., RFTA's contract engineering firm to convert the existing hotel rooms into employee housing units. (ongoing)

Right-of-Way Land Management Project: Along with its legal and engineering consultants, RFTA staff will be working on the following tasks in 2023:

- Staff utilizes a land use review process for projects proposing to impact the RFTA Railroad Corridor. This process allows staff to have railroad and legal experts review, assess and report on proposed development impacts along the Railroad Corridor, along with making recommendations regarding potential mitigation for the impacts that RFTA provides to permitting jurisdictions. See updates to the process in the Access Control Plan agenda item today, 02/09/2023(ongoing)

Staff is seeking approval for a new railroad management process. See updates to the process in the Railroad Management agenda item today, 02/09/2023 (ongoing)

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

Land Use Applications:

Current Applications:

- Holy Cross Fiber Project- Waiting on as-builts
- Pitkin County Gerbaz Bridge- Geo Tech comments sent to Pitkin County
- **Pitkin County- Basalt High School- Project has been cancelled**

Outstanding Applications

- Cedar Networks- waiting for revised plans on bringing pole into compliance, need fee structure approved before they will sign license
- Black Hills-waiting on response from rail attorney on license language

Rail Car Issues;

- Rail cars have made several improvements without authorization from RFTA. Installed a new water tank without a permit
 - Illegally hooked into the power grid.
 - Made multiple exterior improvements, including cutting and removing rail, landscaping, installing privacy fence.
 - Pitkin County Com-Dev. Has red-tagged the rail cars and RFTA has to cure by 9/17/22.
 - Staff is working with the state rail attorney to resolve. Will bring a recommendation to the RFTA Board for resolution, once a resolution is determined (ongoing)
- **Recreational Trails Plan (RTP)** – The Planning Department is working with regional stakeholders to update the 2005 Recreational Trails Plan (RTP). Following unanimous RFTA Board adoption of the Access Control Plan (ACP) in early 2018, the RTP is the second component plan of the larger Corridor Comprehensive Plan that guides management of the entire Rio Grande Railroad Corridor from Glenwood Springs to Aspen. (ongoing)
 - **Rail Salvage Project** – Staff has been tasked with developing a statement of work for, and removal of all rail between 8th Street and 23rd Street in Glenwood Springs in 2023. Staff is waiting on the intersection repair design for the rail salvage scope of work. The rail salvage project will go forward in 2023. (ongoing)
 - **Wingo Bridge Rehabilitation Project** – The repair project is underway as of the first full week of October 2022. At the request of Pitkin County Open Space and Trails, the final elements of this project will be moved to Spring/fall of 2023, to allow people to cross country ski and bike in this section. The repair vehicles were damaging the cross-country ski course. Pitkin County is paying for the change order to extend the contract and remobilize the contractor in the spring/fall of 2023. (ongoing)
 - **Roaring Fork Bridge Rehabilitation Project** – The repair project is in the design process. Staff anticipates the repair design will be complete in the April/May of 2023. As of this update, we are anticipating an increase to the estimated repair budget. Once the design is closer to complete, staff will bring an updated budget request to the RFTA Board for review and approval prior to putting the repair scope out to bid. Staff has also requested a scope for removal of the graffiti from this specific bridge, and a recommendation for some additional protections to limit vandal access to this bridge.
 - **Covenant Enforcement Commission (CEC)** – Staff has completed the annual CEC assessment and the direction received from the RFTA Board of Director's is to go forth and manage the Railroad Corridor and clean-up all encroachments, license approved uses and remove all unapproved uses. During the annual CEC meeting November 4, 2022, an adjacent property owner made a request to keep their encroachments in the covenant areas. Paul Taddune has requested a follow up CEC meeting to discuss options to address this request. ***The second meeting was scheduled for January 17, 2023, from 10:00am to 11:00am, at the RFTA office located at 1340 Main Street in Carbondale.***
 - **Federal Grant Right of Way (fgrow) project** – Staff continues to identify and approach adjacent property owners located in the fgrow areas in an attempt to negotiate the exchange of Bargain and Sale deeds. Staff has completed the Carbondale section and has started the conversation with Pitkin County to work through an exchange involving the Phillips property. Pitkin County purchased the Phillips property a few years ago. They now control the Phillips homestead and the Phillips trailer park. (Ongoing)

- **Mid Valley Trails Committee (MVTC)** – The RFTA Board and the Eagle County BOCC have agreed to have RFTA takeover management of the MVTC effective 01/01/23. Staff is working with the committee to implement new policies and procedures for the MVTC and will be adding additional members to this committee at the January, 2023 RFTA Board meeting. The MVTC meets monthly from 7:30am to 9:30am on the Friday following the RFTA Board of Director’s Meeting. The meetings are held at the Willits HealthCare facility, located at 350 Market Street, 2nd Floor conference room, Basalt, CO. The public is welcome and encouraged to participate in this meeting. (ongoing)



- Staff is staying busy.
 - Staff has been out plowing snow, sweeping, debris blowing, clearing limbs and sightlines, cleaning up trailheads and vault toilets, etc. to make sure the trail is safe and clean
 - We were finally able to groom for cross country skiing, but it has been very thin in the mid-valley this winter
 - The RGT is plowed and clear of snow from Carbondale to Glenwood Springs
 - **Staff has posted signs reminding folks to leash their dog at all times on the RGT. We have a couple elk herds wintering along the trail and want to remind folks that it is unacceptable to have dogs harassing wildlife**
- Staff continues working with Carbondale Arts to beautify the corridor through the Town of Carbondale, called the “Rio Grande ArtWay”
 - The next big project is the Youth Art Park, and it is located just north of Town Hall and the Carbondale Rec Center. Construction activity and concrete work began in 2022. Phase 1 of this project should be completed in 2023. See the included plan sheet for the park layout
- The annual CEC Meeting occurred on Friday, November 04. Our 3rd party consultant presented his report to the CEC Board and Staff presented our findings as well
 - A second CEC Meeting occurred in January 2023 to discuss a long-standing encroachment and possible remedies. See the C.E.C presentation agenda item today, 02/09/2023
- 2023 projects that we hope to complete are listed below:
 - Bridge Maintenance/Repair
 - ❖ Wingo Bridge: Contractor mobilized first week of October of ‘22 to get this important repair project started. Project goal is to repair the concrete pier footings. This project will continue into 2023.
 - ❖ Roaring Fork Bridge: Repair work is being designed and will hopefully begin in ‘23. The repair design should be complete in April/May of 2023.
 - Hire a full time Trail Technician
 - Rio Grande Trail Maintenance – Shoulder Repair Project. Goal is to repair the trail shoulders from the CMC Trailhead up to the edge of Carbondale. The shoulders are important to maintain because they provide a clear space for trail users to safely step off the trail, a soft surface to walk/run on, and they also provide structural stability for the asphalt trail itself
 - Continue re-vegetation and corridor restoration efforts. 2023 will be year # 8 utilizing goats to help build soil health, control vegetation, and help to snuff out noxious weeds. The goats will primarily be working in the Emma to Rock Bottom Ranch section of the trail in ‘23
 - ❖ Continue our vegetation monitoring program
 - Continue Rio Grande ArtWay improvements and maintenance
 - Kiosk Construction – the last remaining kiosk to be updated is located at the Satank Bridge
 - Adopt-a-Trail and RFOV project collaborations
 - Build guard rail fence, aka fall protection fence, in priority areas
 - Complete the annual CEC tour, report, and meeting
 - Put together Scope of Work for 2024 asphalt repair/replacement project

