

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

**TIME:** 8:30 a.m. – 11:00 a.m., Thursday, March 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 third page of this agenda, or at [www.rfta.com](http://www.rfta.com) on the Board Meeting page.**

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

	<b>Agenda Item</b>	<b>Policy</b>	<b>Purpose</b>	<b>Est. Time</b>
1	<b>Call to Order / Roll Call:</b>		<b>Quorum</b>	<b>8:30 a.m.</b>
2	<b>Executive Session:</b>			<b>8:32 a.m.</b>
	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.	<b>3.5.2.B.</b>	<b>Executive Session</b>	
3	<b>Approval of <a href="#">Minutes</a>:</b> RFTA Board Meeting February 9, 2023, <b>page 4</b>		<b>Approve</b>	<b>9:13 a.m.</b>
4	<b>Public Comment:</b> Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person)		<b>Public Input</b>	<b>9:15 a.m.</b>
5	<b>Items Added to Agenda – Board Member Comments:</b>	<b>4.3.3.C</b>	<b>Comments</b>	<b>9:20 a.m.</b>
6	<b>Consent Agenda</b>			<b>9:25 a.m.</b>
	A. <a href="#">Resolution</a> 2023-05: Resolution Supporting the Grant Application for the USDOT/FTA FY2023 5339(B) Bus & Bus Facilities and (C) Low and No Emission Programs for the: 1) Replacement of Ten (10) Diesel Buses with Zero-Emissions Buses (ZEBs); and 2) Construction of Phase 6b and Phase 8 of the Regional Transportation Center (RTC) – David Johnson, Director of Planning, <b>page 9</b>	<b>4.2.5</b>	<b>Approve</b>	
	B. <a href="#">Resolution</a> 2023-06: Resolution Supporting the Grant Application for the Transportation Alternatives Program (TAP) to Renovate the Rosebud Trailhead and Parking Area – David Johnson, Director of Planning, <b>page 13</b>	<b>4.2.5</b>	<b>Approve</b>	
	C. <a href="#">Resolution</a> 2023-07: Resolution Supporting the Grant Application for the Transportation Alternatives Program (TAP) for Rehabilitation of the Roaring Fork Bridge – David Johnson, Director of Planning, <b>page 16</b>	<b>4.2.5</b>	<b>Approve</b>	
	<b>(Agenda Continued on Next Page)</b>			

	<b>Agenda Item</b>	<b>Policy</b>	<b>Purpose</b>	<b>Est. Time</b>
	D. <a href="#">Resolution</a> 2023-08: A Resolution to Authorize the CEO to Enter into a Lease Purchase Financing Agreement for the Purchase of 6 Diesel Buses – Michael Yang, CFAO, <b>page 19</b>	<b>4.2.5</b>	<b>Approve</b>	
	E. General <a href="#">Executive</a> Constraint Policy 2.0 Certification – Dan Blankenship, CEO, <b>page 25</b>	<b>2.0</b>	<b>Approve</b>	
	F. <a href="#">Treatment</a> of the Public Policy 2.1 Certification – Dan Blankenship, CEO, <b>page 27</b>	<b>2.1</b>	<b>Approve</b>	
<b>7</b>	<b>Presentations/Action Items:</b>			
	A. RFTA <a href="#">Climate</a> Action Plan (CAP) – Wes Maurer, Gannet Fleming Inc., and Jason White, Assistant Planner, <b>page 33</b>	<b>1.6</b>	<b>Discussion /Direction</b>	<b>9:30 a.m.</b>
	B. <a href="#">West</a> Mountain Regional Housing Coalition – David Myler, <b>page 36</b>	<b>1.3</b>	<b>Discussion</b>	<b>9:55 a.m.</b>
<b>8</b>	<b>Public Hearing:</b>			
	A. <a href="#">Resolution</a> 2023-09: 2022 Supplemental Budget Appropriations – Michael Yang, CFAO, <b>page 38</b>	<b>4.2.5</b>	<b>Approve</b>	<b>10:15 a.m.</b>
	B. <a href="#">Resolution</a> 2023-10: 2023 Supplemental Budget Appropriations – Michael Yang, CFAO, <b>page 51</b>	<b>4.2.5</b>	<b>Approve</b>	<b>10:25 a.m.</b>
	C. <a href="#">First</a> Reading - Proposed Revisions to Appendix B of the Rio Grande Corridor Access Control Plan to Include a Utility Fee Structure – Angela Henderson, Assistant Director, Project Management & Facilities Operations & Abbey Pascoe, Asset and Railroad Manager, <b>page 61</b>	<b>4.3.2</b>	<b>Discussion /Direction</b>	<b>10:30 a.m.</b>
<b>9</b>	<b>Board Governance Process:</b>			
	A. RFTA Board <a href="#">Strategic</a> Planning Retreat – David Johnson, Director of Planning, <b>page 63</b>	<b>3.2.3</b>	<b>Direction</b>	<b>10:40 a.m.</b>
<b>10</b>	<b>Information/Updates:</b>			
	A. <a href="#">CEO</a> Report – Dan Blankenship, CEO, <b>page 64</b>	<b>2.8.6</b>	<b>FYI</b>	<b>10:45 a.m.</b>
<b>11</b>	<b>Issues to be Considered at Next Meeting:</b>			
	To Be Determined at March 9, 2023 Board Meeting	<b>4.3</b>	<b>Meeting Planning</b>	<b>10:50 a.m.</b>
<b>12</b>	<b>Next Meeting:</b> 8:30 a.m. – 11:30 a.m., April 13, 2023, In- person at Carbondale Town Hall or via Webex Teleconference (Details to be provided later)	<b>4.3</b>	<b>Meeting Planning</b>	<b>10:55 a.m.</b>
<b>13</b>	<b>Adjournment:</b>		<b>Adjourn</b>	<b>11:00 a.m.</b>

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**ROARING FORK TRANSPORTATION AUTHORITY  
BOARD MEETING MINUTES  
February 9, 2023**

**Board Members Present:**

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

**Voting Alternates Present:**

Colin Laird (Town of Carbondale); Ward Hauenstein (City of Aspen)

**Non-Voting Alternates Present:**

Francie Jacober (Pitkin County); Shelley Kaup (City of Glenwood Springs); Francie Jacober (Pitkin County)

**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, 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; 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 8:53 a.m. McQueeney declared a quorum to be present (8 member jurisdictions present) and the February 9, 2023, RFTA Board of Directors meeting began at 8:54 a.m.**

**2. Executive Session:**

**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.**

**Alyssa Shenk 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 8:55 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

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

**No action was taken during the Executive Session, which adjourned at 9:44 a.m.**

**3. Approval of Minutes:**

**Art Riddile moved to approve the January 12, 2023, Board Meeting Minutes, and Shenk 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 February 9, 2023, Board Agenda.**

No members of the public had any comments.

**McQueeney closed Public Comments at 9:45 a.m.**

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

**McQueeney asked if there were any items that needed to be added to the February 9, 2023, Board meeting Agenda.**

No items were added to the February 9, 2023, Board Agenda.

**McQueeney asked if any Board member had any comments or questions regarding issues not on the February 9, 2023, Board meeting Agenda.**

Colin Laird stated that the West Mountain Regional Housing Coalition has an Innovative Housing Program Planning Grant (IHPP) and during the week of February 17, 2023 a consultant team will host a meeting with local jurisdictions. The meeting will be for the entire Roaring Fork Valley regarding housing codes, potential housing sites, and public land.

Riddile thanked Dan Blankenship for attending a joint workshop to talk about RFTA and all it has to offer. Would appreciate creating a meeting with the Tow of Silt and the Town of Rifle to discuss them joining RFTA as a tax paying member.

**McQueeney closed Board Comments at 9:47 a.m.**

**6. Consent Agenda:**

**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 – Michael Hermes, Director of Facilities**

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.

The current funding for the project is \$1,100,000:

- 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

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.

**Godes 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, and Shenk seconded the motion. The motion was unanimously approved.**

## **7. Presentations/Action Items Agenda:**

### **A. 2022 Covenant Enforcement Commission (CEC) Report – Abbey Pascoe, Asset and Railroad Manager, Brett Meredith, Trail Manager and Tom Newland, NPR.**

The main items that the CEC requested that staff discuss with the RFTA Board are:

- 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.
- Staff perform inventory of current encroachments and work with adjacent property owners to get them licensed until property sells and then they must be remedied.
- 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 Documentation to make sure we are doing our due diligence before the Board makes decisions regarding encroachment remedy.
- Smith Property: 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.
- Entire Corridor approach: Staff has developed a process to begin addressing the entire corridor. This will be presented during the next agenda discussion.

Staff feels the corridor is in excellent condition. They have continued to make progress controlling noxious weeds without using herbicides. They are constantly weeding and picking up trash, and will work in earnest to keep the values of the conservation areas intact. They are working on building relationships with adjacent property owners to rectify new encroachments and keep the values of the covenant intact.

### **Conclusions of the CEC**

- The Rio Grande Trail within the Railroad Corridor is well used and maintained.
- The current encroachments are similar to past years. New violations noted in conservation areas #7. Violations still in place from the November 2021 report include area #6 and #8.

Overall, the corridor is in outstanding condition, well used and maintained with a couple of violations still in need of consideration.

- Regarding the violations still in place: staff is working to address the two remaining in Area #6. Staff has proposed providing the property owner with a two-year agreement upon which they will need to remove the encroachments at their expense. If they are not remedied within the two-year period, RFTA will remove the items at our expense and put a lien on the property for the monies to be reimbursed to RFTA at a future date.
- The existing violation noted in area #8 involves an encroachment by an adjacent property owner updating an extensive new trail connecting private property to the Rio. Staff will require further guidance on this access as it was built to provide ADA access to the property owner up to the Trail.

**Poschman questioned if land owners are being notified about their encroachments.**

**Abbey Pascoe responded that most of the land owners have been notified about their encroachments. Staff continues to send out notifications to additional land owners as they are found.**

**Poschman moved to approve the Covenant Enforcement Commission (CEC) 2022 Report, and Riddile seconded the motion. The motion was unanimously approved.**

**B. Discussion of Staff Recommendations for Addressing Rio Grande Railroad Corridor-Wide Encroachments, Access, Licenses, and Utility Identification – Abbey Pascoe, Asset and Railroad Manager, Angela Henderson, Assistant Director, Project Management & Facilities Operations**

Staff has developed a policy to manage the railroad corridor and remedy any encroachments within the Right-of-Way. The goal is to:

- Identify all the utilities under/on and/or above ground.
- Identify all the encroachments within the corridor.
- Approach the unlicensed property owners and notify them of the encroachments and provide them with exhibits to show the extent of their encroachments.
- Work towards removal of all encroachments in the corridor.
- Regain and maintain control of the public asset.
- Staff will send an updated Railroad Brochure out to all adjacent property owners as an educational tool.

Staff will issue a two-year removal agreement to property owners, depending on the extent of their encroachments. 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.

**Poschman moved to approve the Recommendations for Addressing Rio Grande Railroad Corridor-Wide Encroachments, Access, Licenses, and Utility Identification, and Riddile seconded the motion. The motion was unanimously approved.**

**C. Proposed Revisions of Appendix B of the Rio Grande Corridor Access Control Plan to Include a Utility Fee Structure – Abbey Pascoe, Asset and Railroad Manager, Angela Henderson, Assistant Director, Project Management & Facilities Operations**

A Utility Fee Structure and a Pre-Application Process were added to Appendix B of the Rio Grande Corridor Access Control Plan.

Staff will present the 1<sup>st</sup> reading of the ACP at the March 9, 2023 Board meeting.

**Poschman moved to approve the Proposed Revisions of Appendix B of the Rio Grande Corridor Access Control Plan to Include a Utility Fee Structure, and Riddile seconded the motion. The motion was unanimously approved.**

**D. Update Regarding “Final” 2023 – 2028 Regional Bikeshare MOU – Dan Blankenship, CEO**

- 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.
- The Service Operating Agreement (SOA) has been executed by RFTA and WE-cycle.
- Mirte Mallory, Executive Director, WE-cycle, will provide an overview of the 2023 Bikeshare Expansion Plan at the March 9 RFTA Board meeting.
- Grant Agreements for 2023 First/Last Mile Mobility Reserve grants (RFTA amounts are included in its 2023 budget) are in the process of being finalized and distributed to the grantees:

**8. 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.

**Poschman suggested having additional ways to not only incentivize drivers but to recognize them publicly as well.**

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

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

**11. Adjournment:**

**Godes moved to adjourn from the February 9, 2023 RFTA Board meeting, and Ward Hauenstein seconded the motion. The motion was unanimously approved.**

**The February 9, 2023 RFTA Board Meeting adjourned at 11:17 a.m.**

Respectfully Submitted:

Nicole R. Schoon  
Secretary to the RFTA Board of Directors



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

<b>Meeting Date:</b>	March 9, 2023																				
<b>Agenda Item:</b>	Resolution 2023-05: Authorization to Submit Grant Application for the USDOT/FTA FY2023 Section 5339b (Bus and Bus Facilities) and 5339c (Low and No Emissions) Grant Programs																				
<b>Strategic Outcome</b>	4 FINANCIAL SUSTAINABILITY																				
<b>Strategic Objectives:</b>	4.4 Pursue financing opportunities to deliver better service and complete future capital projects 4.7 Monitor, evaluate and present new revenue sources																				
<b>Presented By:</b>	David Johnson, Director of Planning																				
<b>Recommendation:</b>	Approve Resolution 2023-05																				
<b>Core Issues:</b>	<p>On January 27, 2023, the United States Department of Transportation announced the availability of approximately \$1.7 billion in competitive grant funds to support state and local efforts to modernize aging transit fleets with low- and no-emission buses, renovate and construct bus facilities, and support workforce development. Made possible by the President’s Bipartisan Infrastructure Law, which included historic funding to support public transportation, this Notice of Funding Opportunity (NOFO) is for two programs that help transit agencies replace old buses, provide good-paying jobs, improve transit affordability and reliability, invest in community health and environmental justice, and contribute to the President’s goal of net-zero emissions by 2050.</p> <p>The combined funding opportunity covers FTA’s 5339(b) Grants for Buses and Bus Facilities Program, and the 5339(c) Low or No Emission (Low-No) Program. This funding opportunity also gives priority consideration to projects that advance environmental justice under the Administration’s Justice40 Initiative, and to projects that will catalyze a broader shift towards low- and zero-emission options across the transit sector.</p> <p>RFTA’s highest priority capital project is still the multi-phase Glenwood Springs Maintenance Facility (GMF)/Regional Transit Center (RTC). RFTA is also committed to replacing its fleet consistent within the FTA guidelines of 12 years and/or 500,000 miles.</p> <p>RFTA intends to apply for FTA 5339 funding for Phase 6 and Phase 8 of the GMF/RTC project and to replace 10 buses that have met or exceeded service life benchmarks with 10 Battery Electric buses.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #2c3e50; color: white;"> <th>Project</th> <th>Federal Request (75%)</th> <th>Local Match (25%)</th> <th>Total Cost</th> </tr> </thead> <tbody> <tr> <td>Phase 6B - Administration and Operations Center</td> <td style="text-align: right;">\$ 10,782,005</td> <td style="text-align: right;">\$ 3,594,002</td> <td style="text-align: right;">\$ 14,376,007</td> </tr> <tr> <td>Phase 8 - Climate Controlled Equipment Storage</td> <td style="text-align: right;">\$ 6,528,469</td> <td style="text-align: right;">\$ 2,176,156</td> <td style="text-align: right;">\$ 8,704,625</td> </tr> <tr> <td>Replacement of Ten 40-ft Buses with ZEBs</td> <td style="text-align: right;">\$ 10,813,568</td> <td style="text-align: right;">\$ 3,604,523</td> <td style="text-align: right;">\$ 14,418,090</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 28,124,042</b></td> <td style="text-align: right;"><b>\$ 9,374,681</b></td> <td style="text-align: right;"><b>\$ 37,498,722</b></td> </tr> </tbody> </table>	Project	Federal Request (75%)	Local Match (25%)	Total Cost	Phase 6B - Administration and Operations Center	\$ 10,782,005	\$ 3,594,002	\$ 14,376,007	Phase 8 - Climate Controlled Equipment Storage	\$ 6,528,469	\$ 2,176,156	\$ 8,704,625	Replacement of Ten 40-ft Buses with ZEBs	\$ 10,813,568	\$ 3,604,523	\$ 14,418,090	<b>Total</b>	<b>\$ 28,124,042</b>	<b>\$ 9,374,681</b>	<b>\$ 37,498,722</b>
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<b>Total</b>	<b>\$ 28,124,042</b>	<b>\$ 9,374,681</b>	<b>\$ 37,498,722</b>																		

<b>Governance Policy</b>	RFTA Board Governing Policy 4.2.5 states, "The Board will approve RFTA's annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy)."
<b>Fiscal Implications:</b>	Pending a full grant award of \$\$28,124,042 (75%), RFTA would contribute a local cash match of \$9,374,681 (20%).
<b>Attachments:</b>	Yes, please see Resolution 2023-05, attached below.

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

**BOARD OF DIRECTORS  
ROARING FORK TRANSPORTATION AUTHORITY  
RESOLUTION NO. 2023-05**

**RESOLUTION SUPPORTING THE GRANT APPLICATION FOR THE USDOT/FTA FY2023 5339(B) BUS & BUS FACILITIES AND (C) LOW AND NO EMISSION PROGRAMS FOR THE:  
(1) REPLACEMENT OF TEN (10) DIESEL BUSES WITH ZERO-EMISSIONS BUSES (ZEBs); AND  
(2) CONSTRUCTION OF PHASE 6B AND PHASE 8 OF THE REGIONAL TRANSPORTATION CENTER (RTC)**

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

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

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

**WHEREAS**, the Roaring Fork Transportation Authority (RFTA) is a political subdivision of the State of Colorado, and therefore an eligible applicant for a grant awarded by the Federal Transit Administration (FTA); and

**WHEREAS**, RFTA will submit a grant application to replace ten (10) buses with ZEBs and for construction of Phases 6B and 8 of the RTC, requesting a total grant award of **\$28,142,042**.

**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 the FTA.
3. If the grant is awarded, the RFTA Board of Directors strongly supports the completion of the projects.
4. The Board of Directors of RFTA authorizes the expenditure of funds necessary to meet the terms and obligations of any grant awarded pursuant to a Grant Agreement with the FTA.
5. The buses and facilities will be owned by RFTA and will be registered to and operated by RFTA for the minimum FTA-mandated service life. The RFTA Board of Directors will continue to maintain the buses and facilities in a high-quality condition and will appropriate funds for maintenance annually.
6. If a grant is awarded, the RFTA Board of Directors hereby authorizes the CEO to sign a Grant Agreement with the FTA.

**INTRODUCED, READ AND PASSED** by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 9<sup>th</sup> day of March 2023.

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

By: \_\_\_\_\_  
Jeanne McQueeney, 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 March 9, 2023; (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 9<sup>th</sup> day of March, 2023

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

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

<b>Meeting Date:</b>	March 9, 2023
<b>Agenda Item:</b>	Resolution 2023-06: Resolution Supporting the Grant Application for the Transportation Alternatives Program (TAP) to Renovate the Rosebud Trailhead and Parking Area
<b>Strategic Outcome</b>	4 FINANICAL SUSTAINABILITY
<b>Strategic Objective:</b>	4.4 Pursue financing opportunities to deliver better service and complete future capital projects 4.7 Monitor, evaluate and present new revenue sources
<b>Presented By:</b>	David Johnson, Director of Planning
<b>Staff Recommends</b>	Approve Resolution 2023-06 and Authorize RFTA to submit a grant for Transportation Alternative Program (TAP) funds, administered by CDOT, to renovate the Rosebud Trailhead
<b>Executive Summary</b>	<p>This popular trailhead for bicyclists and pedestrians to access the Rio Grande Trail has never been renovated or upgraded. The parking area will be repaved and striped. The surrounding area will be re-landscaped, and site amenities will be replaced and upgraded.</p> <p>Total project cost is estimated to cost approximately \$1 million. RFTA will request \$500,000 in TAP funds and, with Board authorization, will commit \$500,000 in local matching funds.</p>
<b>Background/Discussion</b>	See Executive Summary.
<b>Governance Policy</b>	RFTA Board Governing Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
<b>Fiscal Implications:</b>	RFTA will request grant funding of \$500,000 and will commit local matching funds of \$500,000.
<b>Attachments:</b>	Yes, please see Resolution 2023:06, attached below.

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

**BOARD OF DIRECTORS  
ROARING FORK TRANSPORTATION AUTHORITY  
RESOLUTION NO. 2023-06**

**RESOLUTION SUPPORTING THE GRANT APPLICATION FOR THE TRANSPORTATION ALTERNATIVES PROGRAM (TAP) TO RENOVATE THE ROSEBUD TRAILHEAD AND PARKING AREA**

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

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

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

**WHEREAS**, the Roaring Fork Transportation Authority (RFTA) is a political subdivision of the State of Colorado, and therefore an eligible applicant for a grant awarded by the United States Department of Transportation (USDOT) including Transportation Alternatives Program (TAP) funds; and

**WHEREAS**, RFTA will submit a grant application to renovate the Rosebud Trailhead and parking area, requesting a total grant award of **\$500,000**.

**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 \$500,000 matching funds for a TAP grant.
3. If the grant is awarded, the RFTA Board of Directors strongly supports the completion of the project.
4. The Board of Directors of RFTA authorizes the expenditure of funds necessary to meet the terms and obligations of any grant awarded pursuant to a Grant Agreement with CDOT, who will administer the grant program.
5. The facilities will be owned by RFTA and will be registered to and operated by RFTA. The RFTA Board of Directors will continue to maintain the buses and facilities in a high-quality condition and will appropriate funds for maintenance annually.
6. If a grant is awarded, the RFTA Board of Directors hereby authorizes the CEO to sign a Grant Agreement with CDOT.

**INTRODUCED, READ AND PASSED** by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 9<sup>th</sup> day of March 2023.

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

By: \_\_\_\_\_  
Jeanne McQueeney, 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 March 9, 2023; (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 9<sup>th</sup> day of March, 2023

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

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

<b>Meeting Date:</b>	March 9, 2023
<b>Agenda Item:</b>	Resolution 2023-07: Resolution Supporting the Grant Application for the Transportation Alternatives Program (TAP) for Rehabilitation of the Roaring Fork Bridge
<b>Strategic Outcome</b>	4 FINANICAL SUSTAINABILITY
<b>Strategic Objective:</b>	4.4 Pursue financing opportunities to deliver better service and complete future capital projects 4.7 Monitor, evaluate and present new revenue sources
<b>Presented By:</b>	David Johnson, Director of Planning
<b>Staff Recommends</b>	Approve Resolution 2023-07 and Authorize RFTA to submit a grant for Transportation Alternative Program (TAP) funds, administered by CDOT, to rehabilitate the bridge.
<b>Executive Summary</b>	<p>This bridge was constructed in 1943. An inspection conducted in 2022 identified a number of critical maintenance and repair issues. Based on this report, RFTA will seek TAP fund to complete the following:</p> <ol style="list-style-type: none"> <li>1. Mitigate and repair Pier 3 rotation/settlement</li> <li>2. Repair bent anchor bolts at P4.</li> <li>3. Repair/mitigate abutment, wingwall, and retaining wall</li> <li>4. Fill slopes to mitigate future erosion and backfill migration.</li> <li>5. Install anti-vandalism elements to deter climbing on bridge</li> <li>6. Replace deteriorated transverse timber planks</li> <li>7. Remove Pier 3 channel debris.</li> <li>8. Remove debris and vegetation around bridge superstructure and substructure.</li> </ol> <p>Cost estimate to rehabilitate the bridge is approximately \$800,000. RFTA will request \$400,000 in TAP funds, and commit \$400,000 in local matching funds.</p>
<b>Background/Discussion</b>	See Executive Summary.
<b>Governance Policy</b>	RFTA Board Governing Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
<b>Fiscal Implications:</b>	RFTA will request grant funding of \$400,000 and will commit local matching funds of \$400,000.
<b>Attachments:</b>	Yes, please see Resolution 2023-07, attached below.



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

**BOARD OF DIRECTORS  
ROARING FORK TRANSPORTATION AUTHORITY  
RESOLUTION NO. 2023-07**

**RESOLUTION SUPPORTING THE GRANT APPLICATION TO THE TRANSPORTATION ALTERNATIVES  
PROGRAM FOR REAHABILITATION OF THE ROARING FORK BRIDGE**

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

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

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

**WHEREAS**, the Roaring Fork Transportation Authority (RFTA) is a political subdivision of the State of Colorado, and therefore an eligible applicant for a grant awarded by the United States Department of Transportation (USDOT) including Transportation Alternatives Program (TAP) funds; and

**WHEREAS**, RFTA will submit a grant application to rehabilitate the Roaring Fork Bridge, requesting a total grant award of **\$400,000**.

**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 \$400,000 matching funds for a TAP grant.
3. If the grant is awarded, the RFTA Board of Directors strongly supports the completion of the project.
4. The Board of Directors of RFTA authorizes the expenditure of funds necessary to meet the terms and obligations of any grant awarded pursuant to a Grant Agreement with CDOT, who will administer the grant program.
5. The facilities will be owned by RFTA and will be registered to and operated by RFTA. The RFTA Board of Directors will continue to maintain the bridge in a high-quality condition and will appropriate funds for maintenance annually.
6. If a grant is awarded, the RFTA Board of Directors hereby authorizes the CEO to sign a Grant Agreement with CDOT.

**INTRODUCED, READ AND PASSED** by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 9<sup>th</sup> day of March 2023.

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

By: \_\_\_\_\_  
Jeanne McQueeney, 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 March 9, 2023; (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 9<sup>th</sup> day of March, 2023

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

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

<b>Meeting Date:</b>	March 9, 2023
<b>Subject:</b>	Resolution 2023-08: A Resolution Authorizing and Approving a Lease Purchase Agreement for the Lease (With the Option to Purchase) of Certain Equipment Comprised Generally of Six Gillig Buses, and, in Connection Therewith, Certain Related Documents and Transactions.
<b>Strategic Outcome:</b>	4.0 Financial Sustainability 5.0 Satisfied Customers:
<b>Strategic Objective:</b>	4.4 Pursue financing opportunities to deliver better service and complete future capital projects 5.3 Leverage technology to enhance the customer experience 5.4 Provide easy, modern and reliable services
<b>Presented By:</b>	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
<b>Staff Recommends:</b>	Approve Resolution 2023-08, which authorizes the CEO and CFAO to execute Schedule of Property No. 3 documents, Escrow Control Agreement, and documents necessary to close this transaction, subject to approval as to form by the RFTA General Counsel, as part of the Master Equipment Lease/Purchase Agreement (MELPA).
<b>Executive Summary:</b>	<ol style="list-style-type: none"> <li>1. The 2023 adopted budget currently includes approximately \$392,000 as a placeholder for the annual lease payment for this project.</li> <li>2. The 2022 amended budget includes the purchase of 24 buses: 19 replacement transit buses and 5 expansion transit buses. 18 replacement buses will be funded with multiple capital grants covering 80% of the estimated cost (or approximately \$8.2 million) with RFTA covering the 20% local share (or approximately \$2.5 million). The remaining 6 buses (5 expansion and 1 replacement), at a cost of approximately \$3.47 million, are planned to be purchased using proceeds of approximately \$3.47 million. As part of our annual process, staff will carryforward the project budget and lease proceeds to the 2023 budget year through a supplemental budget appropriation later in today’s agenda.</li> <li>3. The initial 8 buses were scheduled to ship at the end of January and should all be delivered by early March. The remaining 16 buses are anticipated to start shipping at the end of April through May – this includes the 6 buses included in the lease purchase financing. Staff continues to communicate with the bus manufacturer regarding the production schedule as supply chain issues have the potential to impact the schedule.</li> <li>4. Staff will utilize RFTA’s existing Master Equipment Lease/Purchase Agreement (MELPA) with Banc of America Public Capital Corp. (BAPCC) established on November 17, 2016.</li> </ol>

	<p>5. The lease purchase financing terms are shown below. The interest rate is valid through May 15, 2023.</p> <ul style="list-style-type: none"> <li>a. Amount: approximately \$3,465,770</li> <li>b. Tax-exempt Rate: 3.8880%</li> <li>c. Term: 12 Years</li> <li>d. Payments: Semi-Annual (October 1 and April 1)</li> <li>e. Estimated annual lease payment: \$363,300</li> </ul> <p>6. On February 23, 2023, BAPCC confirmed preliminary credit approval for the lease/purchase and final approval by this week.</p> <p>7. The anticipated closing and funding date is scheduled for April 24, 2023, the estimated delivery date of the first bus. Note that all of the lease proceeds will be deposited into an Escrow Fund and will be disbursed when each bus has been delivered and accepted, which currently is estimated to be by the end of May 2023.</p> <p>8. Section 1 of Resolution 2023-08 indicates a not to exceed amount of \$395,000 annually as it relates to the annual lease payment. This amount reflects a conservative threshold in the unlikely event that the interest rate changes from a tax-exempt rate of 3.8880% to a taxable rate of 4.9623%. As mentioned above, the estimated annual debt service is approximately \$363,300.</p> <p>9. Staff recommends that the Board approve Resolution 2023-08.</p>
<b>Background/Discussion:</b>	See Core Issues above.
<b>Governance Policy:</b>	Board Job Products Policy 4.2.5 state, “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>	Based on the financing terms above, the annual debt service is estimated to be \$363,300. With semi-annual payments in October 1 and April 1 each year, there will only be one payment due of in 2023 as the initial payment is scheduled for October 1, 2023. RFTA’s 2023 budget includes a placeholder of \$392,000 for the estimated annual debt service payment associated with this new lease/purchase for the 6 buses.
<b>Attachments:</b>	<p>Yes, please see Resolution 2023-08, attached below.</p> <p>Also please click on: “<a href="#">Schedule No 3 – Schedule of Property &amp; Rental Payment Schedule.pdf</a>,” “<a href="#">Schedule No 3 – Escrow Agreement.pdf</a>,” and “<a href="#">16-074 Countersigned MELPA.pdf</a>,” or see “Schedule No 3 – Schedule of Property &amp; Rental Payment Schedule.pdf,” “Schedule No 3 – Escrow Agreement.pdf,” and “16-074 Countersigned MELPA.pdf,” included in the March 2023 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.</p>

\_\_\_\_\_ moved adoption of the following Resolution, \_\_\_\_\_ seconded the motion

**ROARING FORK TRANSPORTATION AUTHORITY  
RESOLUTION 2023 – 08**

**A RESOLUTION AUTHORIZING AND APPROVING A LEASE PURCHASE AGREEMENT FOR THE LEASE (WITH THE OPTION TO PURCHASE) OF CERTAIN EQUIPMENT COMPRISED GENERALLY OF SIX GILLIG BUSES, AND, IN CONNECTION THEREWITH, CERTAIN RELATED DOCUMENTS AND TRANSACTIONS.**

**W I T N E S S E T H:**

**WHEREAS**, the Roaring Fork Transportation Authority (“RFTA”) is a body corporate and political subdivision of the State of Colorado (the “State”) created pursuant to the provisions of Section 43-4-601, et seq., Colorado Revised Statutes, as amended (the “Rural Transportation Authority Law”) and the Roaring Fork Transportation Authority Intergovernmental Agreement dated as of September 12, 2000, as amended (as so amended, the “IGA”); and

**WHEREAS**, the Board of Directors of RFTA (the “Board”) is the governing body of RFTA; and

**WHEREAS**, RFTA has previously entered into a contract with Gillig LLC (“Gillig”) for the delivery by Gillig of six new low-floor buses (collectively, the “Equipment”); and

**WHEREAS**, RFTA has determined that it is in the best interests of RFTA and the residents within the boundaries of RFTA, and serves a public purpose, to provide for the acquisition of the Equipment by means of the existing Master Equipment Lease/Purchase Agreement dated as of November 17, 2016 between Banc of America Public Capital Corp, as lessor (“BAPCC”), and RFTA, as lessee (the “MELPA”), and Schedule of Property No. 3 relating thereto providing for the lease of the Equipment (“Schedule No. 3” and, collectively with the MELPA, the “Lease”); and

**WHEREAS**, the Board is authorized, pursuant to Section 43-4-605(1)(g), Colorado Revised Statutes, as amended, and Section 6.01 of the IGA, to enter into the Lease and to lease from BAPCC, with an option to purchase the same, the Equipment as provided in the Lease; and

**WHEREAS**, the Lease shall expire on December 31 of any RFTA fiscal year (a “Fiscal Year”) if RFTA has, on such date, failed, for any reason, to appropriate sufficient amounts authorized and directed to be used to pay all Base Rentals (as defined in the Lease) scheduled to be paid and all Additional Rentals (as defined in the Lease) estimated to be payable in the next ensuing Fiscal Year, and in certain other circumstances set forth in the Lease, and shall not constitute a mandatory charge or requirement against RFTA in any ensuing budget year unless RFTA decides to renew the Lease by appropriating the necessary such amounts; and

**WHEREAS**, all or a portion of the Equipment described is expected to be delivered after the date of Schedule No. 3; and

**WHEREAS**, it is a requirement of the Lease that the Acquisition Amount (as defined in the hereinafter-defined 2023 Escrow Agreement) for that portion of the Equipment which is delivered after the date of Schedule No. 3 be deposited into a segregated escrow account, and thus it is necessary for RFTA to enter into an Escrow and Account Control Agreement by and among BAPCC, as lessor, RFTA, as lessee, and BOKF, NA, as escrow agent (the “2023 Escrow Agreement”) to deposit the Acquisition Amount for such portion of the Equipment; and

**WHEREAS**, in order to implement the transaction described above, the Board desires to (a) authorize and approve the execution and delivery by RFTA of, and the performance by RFTA of its obligations under, the Lease, the 2023 Escrow Agreement and certain other documents described herein; and (b) authorize, approve, ratify, make findings and take other actions with respect to the foregoing and related matters.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Roaring Fork Transportation Authority (in the State of Colorado) that:

**Section 1.** The Board hereby: (a) approves the leasing of the Equipment from BAPCC, pursuant to the Lease in exchange for the payment of semi-annual Base Rental payments and the cost of Additional Rentals (to include, generally, operation and maintenance costs of the Equipment and other amounts due, if any, to BAPCC under the Lease) provided that the: (i) total Base Rentals payable by RFTA in any Fiscal Year shall not exceed \$395,000, (ii) total Lease Proceeds (as defined in the Lease) shall not exceed \$3,500,000, and (iii) scheduled Lease Term (as defined in the Lease) shall not exceed 12 years; (b) authorizes the Chair of the Board, the Secretary of the Board, the Chief Executive Officer of RFTA and all other appropriate officers and employees of RFTA to execute and deliver, and to affix the seal of RFTA to, Schedule No. 3 and the 2023 Escrow Agreement, in the respective forms submitted to the Board, with such changes, not inconsistent herewith, as may be deemed necessary and appropriate by the Chief Executive Officer and General Counsel; and (c) authorizes and directs the performance by RFTA of its obligations under the Lease and the 2023 Escrow Agreement in the respective forms in which they are executed and delivered.

**Section 2.** The Board hereby adopts, as if set forth in full herein, all the representations, covenants, agreements, findings, determinations and statements of or by RFTA set forth in the Lease and the 2023 Escrow Agreement and hereby further finds and determines that the transactions contemplated by the Lease and the 2023 Escrow Agreement comprise an Authorized Transportation Project for purposes of the IGA.

**Section 3.** The officers, employees and agents of RFTA are authorized and directed to take all action necessary or appropriate to carry out the provisions of this resolution and the documents referred to herein and to carry out the transactions described herein or in such documents, including, without limitation, the execution and delivery of such certificates as may reasonably be required by BAPCC, relating to, among other matters, the tenure and identity of the officials of RFTA and the Board, the due execution and delivery of the Lease and the 2023 Escrow Agreement, the absence of litigation, pending or threatened, and the exclusion of the interest portion of Base Rentals from income for federal income tax purposes, and the execution and delivery of any documents necessary or convenient to accomplish the lease of the Equipment in accordance with the Lease.

**Section 4.** The Chief Executive Officer, Chief Financial and Administrative Officer and any designee of the Chief Executive Officer are each hereby designated to act as authorized representatives of the Lessee for purposes of the Lease until such time as the Board shall designate any other or different authorized representative for purposes of the Lease.

**Section 5.** All actions previously taken by the Board and the officers, employees and agents of RFTA which are directed toward transactions described herein or in the documents referred to herein and which are not inconsistent herewith are hereby ratified, approved and confirmed.

**Section 6.** All bylaws, orders, resolutions, and other instruments, or parts thereof, that are in conflict with this resolution are hereby repealed, but only to the extent of such conflict. This repealer shall not be construed to revive any bylaw, order, resolution, or other instrument, or part thereof, heretofore repealed.

**Section 7.** If any section, paragraph, clause or provision of this resolution or any of the documents referred to herein (other than provisions as to the payment of Base Rentals and Additional Rentals by RFTA

during the Lease term, including the requirement that the obligations of RFTA to pay Base Rentals and Additional Rentals under the Lease are conditioned upon the prior appropriation by RFTA of amounts for such purposes in accordance with the requirements of the laws of the State, provisions for the quiet enjoyment of the Equipment by RFTA during the term of the Lease and provisions for the transfer of the Equipment to RFTA or its designee) shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this resolution.

**Section 8.** This resolution shall be in full force and effect upon its passage and adoption.

**[Remainder of Page Intentionally Left Blank]**

**INTRODUCED, READ, AND PASSED** by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 9<sup>th</sup> day of March 2023.

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

By: \_\_\_\_\_  
Jeanne McQueeney, Chair

[SEAL]

Attest:

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



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

<b>Meeting Date:</b>	March 9, 2023
<b>Subject:</b>	General Executive Constraint – 2.0
<b>Strategic Outcome:</b>	7.0 - With integrity, RFTA will deliver efficient, innovative, transparent, accountable, effective, and collaborative regional transportation services that reflect community values.
<b>Strategic Objective:</b>	7.5 - Ensure appropriate transparency of all RFTA business 7.7 - Continually seek ways to improve business process
<b>Presented By:</b>	Dan Blankenship, CEO
<b>Recommendation:</b>	Accept the report.
<b>Executive Summary:</b>	<ul style="list-style-type: none"> <li>• The RFTA Board adopted a Governance Policy Manual on July 16, 2003 that requires the CEO to periodically certify compliance with Board policies.</li> <li>• The RFTA Board amended policy 2.0 – General Executive Constraint by Resolution No. 2014-15 on September 11, 2014.</li> <li>• The 2021 schedule for monitoring CEO performance requires the CEO to submit an annual monitoring report to the Board regarding <b>General Executive Constraint – Policy 2.0</b> in February 2022.</li> <li>• Although the report is a month late, I am reporting <b>Compliance</b>.</li> </ul>
<b>Governance Policy:</b>	The activities of the CEO are governed by Management Limitation policies initially adopted by the RFTA Board of Directors on July 16, 2003, and which were updated in September 2014.
<b>Fiscal Implications:</b>	There are no fiscal implications related to this monitoring report.
<b>Attachments:</b>	Yes, please see the monitoring report attached below for <b>General Executive Constraint (2.0)</b> .

**TO: RFTA Board of Directors**  
**FROM: Chief Executive Officer**  
**RE: INTERNAL MONITORING REPORT - MANAGEMENT LIMITATIONS**

**Annual Monitoring on Policy 2.0: GENERAL EXECUTIVE CONSTRAINT**

I hereby present my monitoring report on your Management Limitations policy 2.0 "General Management Constraint."

**BROADEST POLICY PROVISION: *"The CEO shall not knowingly cause or allow any practice, activity, decision or organizational circumstance that is unlawful, unethical, imprudent, in violation of the Intergovernmental Agreement, or in violation of commonly accepted business practices."***

**I am reporting Compliance.**

Signed: Dan Blankenship, CEO      Date: March 9, 2023

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

<b>Meeting Date:</b>	March 9, 2023
<b>Subject:</b>	CEO Treatment of the Public Policy 2.1 Certification
<b>Strategic Outcome:</b>	1.0 - RFTA will ensure the safety of its workforce, customers and general public through its safety-first culture, systematic procedures, practices, and policies for managing risks and hazards. RFTA will ensure the safety of its workforce, customers and general public through its safety-first culture, systematic procedures, practices, and policies for managing risks and hazards.
<b>Strategic Objective:</b>	1.1 Customers are safe at RFTA facilities and riding RFTA services 1.2 The Public is safe and comfortable using the Rio Grande trail 1.3 Maintain and promote a healthy and safe workforce 1.4 The general public has a positive perception of the safety of RFTA services 1.5 Staff are well trained and safety focused
<b>Presented By:</b>	Dan Blankenship, CEO
<b>Recommendation:</b>	Accept the report.
<b>Executive Summary:</b>	<ul style="list-style-type: none"> <li>• The RFTA Board adopted a Governance Policy Manual on July 16, 2003 that requires the CEO to certify compliance with Board policies on a periodic basis.</li> <li>• The Board amended policy 2.1 – Treatment of the Public on September 11, 2014.</li> <li>• The schedule for monitoring CEO performance requires the CEO to submit a monitoring report to the Board regarding <b>Treatment of the Public – Policy 2.1</b>, on an annual basis. This report is due in February each year. I am reporting <b>Compliance</b>.</li> <li>• Additionally, the RFTA Board is being alerted about staff’s plan to eliminate the \$2 fee for loading bicycles on buses, as explained in the attached monitoring report.</li> </ul>
<b>Governance Policy:</b>	The activities of the CEO are governed by Management Limitation policies initially adopted by the RFTA Board of Directors on July 16, 2003, and which were updated in September 2014, 2019, and 2022.
<b>Fiscal Implications:</b>	Although challenging to precisely estimate, elimination of the \$2 bikes on buses fee could result in the loss of between \$20,000 to \$40,000 in revenue annually.
<b>Attachments:</b>	Yes, please see the monitoring report attached below for <b>Treatment of the Public (2.1)</b>

**POLICY TYPE: MANAGEMENT LIMITATIONS**

**POLICY 2.1**

**POLICY TITLE: TREATMENT OF THE PUBLIC**

With respect to interactions with the public, the CEO shall not knowingly cause or allow conditions or procedures that are unfair, unsafe, untimely, unresponsive, disrespectful or unnecessarily intrusive.

Accordingly, he/she shall not:


1. Collect, review, transmit, store or destroy credit card information gathered from the public in a manner that fails to comply with the Purchase Card Industry (PCI) Data Security Standards.

**CEO Report:**

- RFTA’s most recent PCI quarterly scan was conducted on February 24, 2023 and RFTA was PCI compliant with that scan (Chart 1, below). The next quarterly scan is scheduled for April 4, 2023. The scans are automatically scheduled every quarter and RFTA staff strives to make certain the scans occur when due. On February 24, 2023, RFTA’s annual Payment Card Industry’s Self-Assessment Questionnaire received a Certificate of Validation and a compliant rating, which is good until February 24, 2024 (Chart 2, on following page) .

**Chart 1**

**ROARING FORK TRANSPORTATION AUTHORITY**

 powered by Aperia	OVERALL PCI STATUS	SAQ VERSION	SAQ STATUS	LAST SAQ DATE
	ASV COMPLIANCE STATUS	ASV COMPLIANCE DATE	ASV COMPLIANCE DUE DATE	VALIDATION DATE
	Compliant	C	Compliant	2/24/2023
	Compliant	1/4/2023	4/4/2023	2/24/2023


Based upon the information provided by ROARING FORK TRANSPORTATION AUTHORITY regarding its policies, procedures, and technical systems that store, process and/or transmit cardholder data, ROARING FORK TRANSPORTATION AUTHORITY has performed the required procedures to validate compliance with the PCI DSS, the best practices designed to protect merchants and consumers from data security breaches and fraud.

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**Disclaimer**

Aperia Solutions makes no representation or warranty as to whether ROARING FORK TRANSPORTATION AUTHORITY system(s) are secure from either an internal or external attack or whether cardholder data is at risk of being compromised. Aperia Solutions makes no representations or warranties regarding this company’s business activities or operations.



## Chart 2



# Certificate of Validation

This certifies that this merchant has completed all sections of the Payment Card Industry's Self Assessment Questionnaire resulting in a compliant rating.

Merchant Name:	ROARING FORK TRANSPORTATION AUTHORITY
SAQ Level:	SAQ C
Validation Number:	PCISmart62812600073245850223
Validation Date:	24th Day of February, 2023
* Expiration Date:	24th Day of February, 2024
ASV Compliance Status:	Compliant
* ASV Compliance Date:	4th Day of January, 2023
Approved Scanning Vendor:	Aperia Solutions, INC.



\* All merchants are required to validate their PCI compliance yearly. The overall PCI status could be affected by changes in the merchants card processing environment and/or failure to provide a passing scan as outlined in requirement 11.2 of the PCI Security Standard should one be required.

### ***Reporting Compliance.***

2. 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:
- Reductions in service hours for an upcoming season that are greater than 10% when compared to the same season in the previous year;
  - Elimination of a route or a portion of a route (except for seasonal services such as the Bike Express);
  - Reduction in regular headways of 20% or greater;
  - Other changes that RFTA staff may deem significant.

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 or the “major” service reduction or fare change is implemented.

**CEO Report:** During 2022, RFTA provided the Public with three opportunities to comment on service reductions (Summer and Winter season service reductions) and a minor decrease in the discount on stored value cards. Given the timing of service changes, one Public Hearing was conducted subsequent to the implementation of the reductions and another was conducted with less than 30-days’ notice, however, no adverse Public Comment was received in either case.



Several conditions have changed since the \$2 fee for bikes on buses was instituted, making the elimination of the fare less of a concern. With the advent of *Veloci*RFTA BRT in 2013, and other service frequency improvements RFTA has made in the Highway 82 and I-70 corridors, there is considerably more bike rack capacity available today than there was in the mid-1990's.

Also, on newer buses in the fleet and on some of the older buses, RFTA has moved away from the RFTA-designed "4-bike" rack on the front of buses, which has an overlapping loading system and Velcro for securing bikes. This system is quite cumbersome for many users, especially tourists and others using the rack for the first time; slowing down bike loading and transit travel times for non-bike-riding passengers. The new 3-bike rack system folds down so bikes can be loaded and unloaded in seconds instead of minutes.

Additionally, it is also hoped that the expansion of the regional bikeshare program over the next few years will reduce demand for bike rack capacity on RFTA buses.

As importantly, the new mobile fare payment app implemented last fall will be challenging to reconfigure in order to process the \$2 bike fee. It does not seem like a good use of resources to work on re-configuring the mobile fare payment app to accommodate the \$2 bike fee, in the unlikely event that potential adverse Public Comment at the April 13 meeting would dissuade the Board from dispensing with the fee. Practically, when RFTA is attempting to streamline boarding with the mobile fare payment app, having separate fares to pay (one for the passengers' rides and one for their bikes) could lead to confusion and delays in the boarding process.

For full disclosure, there will be a reduction in revenue due this change. However, because Bus Operators record the \$2 bike fee using the same key on the farebox as they use for passengers tendering a \$2 fare to travel to the next zone (i.e. from Glenwood to Carbondale or Carbondale to El Jebel, etc.) it is not possible to accurately estimate the amount of revenue that will be forfeited. As a ballpark estimate, assuming 50 to 100 bikes per day are typically placed on buses during daylight hours over the 220-day bikes on buses' season, the amount of revenue generated could be in the \$20,000 - \$40,000 range.

Finally, if elimination of the \$2 fee for bikes on buses results in any significant operational issues, the fee (with a Public Hearing) could be reinstated in the future. In that case, though, it is likely that more Public Comment opposing the fee would be received.

3. Fail to have safety policies and procedures in place and utilized by all employees.
  - a. And shall not fail to obtain a Safety and Security accreditation from Community Transportation Association of America (CTAA), or a similarly qualified organization, at least every three years beginning in 2014.

**CEO Report:**

RFTA's previous CTAA Safety and Security Accreditation (SSA) was valid until January 5, 2021. Due to COVID-19, CTAA temporarily suspended providing these accreditations until this year, precluding RFTA's ability to receive it on the required 3-year cycle. In the fall of 2022, RFTA underwent a safety and security review conducted by CTAA, that was coordinated locally by Jason Smith, RFTA Safety and Training Manager who, as a prerequisite for, was required to complete CTAA training to become a Certified Safety and Security Officer (CSSO). The training covered nine critical areas of transit safety. Following the review, RFTA received a 3-year SAA effective January 4, 2023 through January 4, 2026. According to CTAA (following page):



This premier status was achieved through completion of a desk review and a rigorous on-site review performed October 3<sup>rd</sup> to October 5<sup>th</sup>, 2022 by Joe Seitz, a Master Reviewer for this program. Your CERTIFICATE OF FULL PARTICIPATION is enclosed, and will certify your status for three years, through January 4, 2026.

Mr. Seitz followed our program's guidelines to conduct a detailed examination in nine critical areas: (1) Leadership and Management; (2) Transit Operations; (3) Vehicles and Maintenance; (4) Facilities and Maintenance; (5) Personnel; (6) Training; (7) Organizational Safety; (8) Organizational Security and (9) Community Emergency Response Preparedness. We were impressed that this review satisfied our standards in all nine of these areas, with no remedial or corrective action found to be necessary. Naturally, our reviewer found opportunities to further improve and strengthen your operations, which have been discussed with you and your staff.



#### **Reporting Compliance.**

4. Fail to provide an effective complaint and suggestion response process.

**CEO Report:** RFTA has numerous mechanisms for receiving and resolving complaints as follows: [www.rfta.com](http://www.rfta.com) (contact us at [feedback@rfta.com](mailto:feedback@rfta.com)); Twitter (<https://twitter.com/RFTA>), Facebook (<https://www.facebook.com/RIDE.RFTA>), Rubey Park Information (970-925-8484), a Glenwood Springs Customer Service office, word of mouth, and Board Members.

#### **Reporting Compliance.**



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

<b>Meeting Date:</b>	March 9, 2023
<b>Subject:</b>	RFTA Climate Action Plan (CAP) Update
<b>Strategic Outcomes:</b>	6.0 ENVIRONMENTAL SUSTAINABILITY
<b>Strategic Objectives:</b>	6.1 Trail and transit users enjoy environmentally friendly equipment and facilities 6.2 RFTA organization will strive for 100% renewable energy use 6.3 Maximize energy efficiencies within RFTA organization with cost-effective solutions 6.4 Provide alternative and innovative travel solutions to help slow the growth of vehicle miles traveled in region 6.5 Advance renewable/sustainable projects without sacrificing our existing services and responsible budget
<b>Presented By:</b>	Jason White, RFTA Assistant Planner Wes Maurer, AICP, Gannett Fleming
<b>Staff Recommends:</b>	<ol style="list-style-type: none"> <li>1. Staff requests Board feedback on the following topics: RFTA will reduce its Scope 1 and 2 emissions by <b>90% of 2019 levels by 2050</b></li> <li>2. Scope 3 reduction goals</li> <li>3. Initial strategies for potential inclusion in RFTA’s CAP</li> <li>4. Process for evaluation, selection, and monitoring of strategies for advancing RFTA’s GHG goals</li> <li>5. Cost-benefit tool</li> </ol>
<b>Executive Summary:</b>	<p>The RFTA Climate Action Plan (CAP) planning process is approximately 75% complete, on schedule and within budget.</p> <p>The goal of the RFTA CAP is to create measurable, actionable strategies to achieve RFTA’s greenhouse gas (GHG) reduction and climate action goals. These goals and strategies will be developed during the CAP process.</p> <p>This plan outlines the potential strategies and an evaluation process to select strategies, including benefit-cost, and a method for tracking how these strategies (and future strategies) impact RFTA’s goals. Once the Board defines goals for GHG reductions for Scope 1 and 2 and 3 emissions, the CAP Team will evaluate and select strategies to adopt. The CAP Team will then outline a plan to implement these strategies and track their impact on the goals.</p> <p>The CAP team has collected a wide range of emissions-related data from RFTA: ridership, fleet fuel consumption, and facility utility bills. This information forms RFTA’s baseline Greenhouse Gas (GHG) emissions inventory.</p> <p>The CAP project team has engaged with area stakeholders and RFTA staff to examine the GHG reduction goals of RFTA’s member jurisdictions and to consider a wide variety of GHG reduction strategies, consolidated from numerous CAPs across the nation.</p>

	<p>This CAP planning process is demonstrating that RFTA’s most potent climate action strategy is providing accessible and reliable public transportation services, which reduce personal vehicle trips and therefore GHG emissions. Another potent climate action strategy is creating land use that reduces personal vehicle trips and promotes the use of transit, walking and bicycling. Sound land use decisions paired with high quality transit that serves such land use have the most significant impact on GHG emissions reductions. The emissions reductions through the delivery of transit service constitutes scope 3 emissions. The CAP team will discuss scope 3 and develop proposed targets for the Board to consider.</p> <p>Wes Maurer of Gannett Fleming will provide a summary of the CAP process, progress to date, and the remaining schedule and tasks. At today’s Board meeting, the CAP team seeks feedback on the following:</p> <ol style="list-style-type: none"> <li>1. <b>Setting Emissions Reduction Targets for Scopes 1 and 2, and for Scope 3 emissions</b></li> <li>2. <b>Defining Priority CAP Strategies.</b> The CAP team has outlined a number of potential strategies, based on nationwide best practices and on community feedback to date, and their relative impacts.</li> <li>3. <b>Evaluation of CAP Strategies:</b> The CAP team will outline the process for evaluating and selecting strategies. Evaluation criteria will likely include, for example, estimated costs, GHG reductions, ease of implementation, and consistency with RFTA’s Strategic Goals</li> <li>4. <b>Cost-Benefit Tool.</b> The CAP Team will also develop a tool to examine the estimated financial costs and climate benefits of various strategies. The CAP team has developed a “beta” tool to assist with this planning exercise.</li> </ol>
<p><b>Background/ Discussion:</b></p>	<p>One of the primary themes from the 2021 RFTA Board Retreat was better defining RFTA’s role in climate action.</p> <p>In July of 2022, RFTA contracted with Gannett Fleming to develop a RFTA Climate Action Plan (CAP). The CAP team provided a project kickoff presentation at the August 11, 2022 board meeting.</p> <p>On October 18<sup>th</sup> the CAP team and RFTA Staff hosted a regional stakeholders’ workshop in Carbondale, consisting primarily staff planners to discuss the CAP planning process and to consider various emissions reduction strategies relevant to RFTA</p> <p>At the November 10, 2022 RFTA Board Meeting, the CAP team provided an in-person project update. The presentation included potential GHG reduction strategies and an estimate of RFTA’s 2019 baseline emissions, to be used as a foundation for setting GHG emissions reductions goals. The clear message that the Board delivered is that the Authority should “plant the flag” with assertive emissions reduction targets into the future, with reasonable milestone dates to report on accomplishments and to re-evaluate goal-setting.</p> <p>Staff projects that a final CAP will be completed and presented at the April or May RFTA board meeting.</p>

<b>Governance Policy:</b>	Board Outcomes Policy 1.6 states, “RFTA will research and implement innovative, environmentally sustainable practices in all areas of transit and trails management.”
<b>Fiscal Implications:</b>	The estimated cost of the RFTA Climate Action Plan is \$150,000. In future years, there will be an option for RFTA to budget annual allocations for the consulting team to monitor and update data, goals and action items.
<b>Attachments:</b>	The Presentation is being finalized and will be distributed prior to Board Meeting.

**RFTA BOARD OF DIRECTORS**  
**“PRESENTATIONS/ACTION ITEMS” AGENDA ITEM SUMMARY # 7. B.**

<b>Meeting Date:</b>	March 9, 2023
<b>Subject:</b>	West Mountain Regional Housing Coalition
<b>Strategic Outcome:</b>	3.0 – Sustainable Workforce
<b>Strategic Objective:</b>	3.3 – Provide comfortable and affordable short-term and long-term housing solutions
<b>Presented By:</b>	David J. Myler, Myler Law P. C.
<b>Recommendation:</b>	This is an opportunity for the RFTA Board to learn about the current efforts of the West Mountain Regional Housing Coalition to facilitate the development of affordable housing opportunities for people who have a variety of housing needs and incomes.
<b>Executive Summary:</b>	<ul style="list-style-type: none"> <li>• Currently, RFTA houses approximately 75 employees in RFTA, local government, and free market housing located in Aspen, Snowmass Village, Carbondale, and Glenwood Springs.</li> <li>• In November 2022, RFTA acquired the 42-unit Rodeway Inn in Glenwood Springs, which it is planning to renovate in 2023 and begin using for its workforce this coming Fall.</li> <li>• RFTA’s current approach to meeting its workforce housing need has advantages and disadvantages: <ul style="list-style-type: none"> <li>○ <b><u>Advantages:</u></b> <ul style="list-style-type: none"> <li>▪ Housing provided for RFTA employees that is distributed throughout the region familiarizes workers with the unique ambiances and amenities offered by different communities.</li> <li>▪ In some cases, there are opportunities to locate employees closer to the primary facilities at which they work.</li> <li>▪ Addresses the short-term affordable housing solution aspect of Strategic Objective 3.3, above.</li> </ul> </li> <li>○ <b><u>Disadvantages:</u></b> <ul style="list-style-type: none"> <li>▪ Managing employee housing in 4 communities throughout a 40-mile corridor is labor-intensive in terms of check-in/check-out, handling complaints, and scheduling maintenance.</li> <li>▪ Housing not owned or controlled by RFTA is subject to changes in availability and price from year-to-year, and it is frequently difficult to obtain in sufficient quantities. This can result in employees being uprooted and moved from season-to-season, year-to-year.</li> <li>▪ Housing available to RFTA employees is generally not well-suited to employees who have families.</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>▪ Does not address the long-term affordable housing solution aspect of Strategic Objective 3.3, above.</li> <li>• For the foreseeable future, RFTA will continue to need to secure an adequate supply of short-term (i.e. 1-3+ years) housing for its employees.</li> <li>• For the longer term, it would be ideal if RFTA could help identify and facilitate a pathway to affordable home ownership for its workers (many of whom are new to the region). This would enable them to put down roots, nurture families, fix their mortgages, improve their standards of living, and become woven into the fabric of the communities in which they live.</li> <li>• At the January 12<sup>th</sup> RFTA Board of Directors meeting, Colin Laird, the Carbondale Alternate on the RFTA Board, suggested that it might be beneficial for the Board to entertain a discussion with representatives of the West Mountain Regional Housing Coalition (WMR). WMR is working, along with its jurisdictional members (7 of which are also members of RFTA) and CMC, to facilitate and develop programs aimed at increasing the availability and accessibility of affordable community housing within Pitkin, Eagle, and Garfield Counties.</li> <li>• David Myler, who provides Administrative support for WMR, will provide an overview of the coalition’s plans at the RFTA Board meeting on March 9.</li> <li>• The Board may want to consider whether there is any opportunity or desire for RFTA to support WMR’s efforts in some fashion.</li> </ul>
<b>Governance Policy:</b>	RFTA Board Job Products Policy 4.2 states, “The Board may take positions on transportation matters, including local, state, or federal issues that affect the organization’s regional goals and the organization’s ability to achieve its Ends.
<b>Fiscal Implications:</b>	There are no fiscal implications at this time.
<b>Attachments:</b>	Yes, please click on: “ <a href="#">DJM Memo to RFTA 03.03.2023.pdf</a> ,” or see “DJM Memo to RFTA 03.03.2023.pdf,” included in the March 2023 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.

**RFTA BOARD OF DIRECTORS MEETING  
“PUBLIC HEARING” AGENDA SUMMARY ITEM # 8. A.**

<b>Meeting Date:</b>	March 9, 2023
<b>Agenda Item:</b>	Resolution 2023-09: 2022 Supplemental Budget Appropriation
<b>Strategic Outcome:</b>	Financial Sustainability
<b>Strategic Objective:</b>	4.1 Ensure accurate budget and accounting
<b>Presented By:</b>	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Finance Director
<b>Recommendation:</b>	Adopt Supplemental Budget Appropriation Resolution 2023-09
<b>Executive Summary:</b>	<p>At the December 2022 Board meeting, staff communicated to the Board that at the March 2023 Board meeting a request to carry-forward unexpended budget from 2022 to 2023 for various projects would be made after 2022 invoices have been received and paid. Based on the continuation of RFTA’s year-end review, staff has identified the following unexpended project budgets and related revenues to be carry-forward from 2022 and re-appropriated to 2023 primarily due to timing of the projects. In addition, adjustments to other income primarily from investment income have resulted in adjustments in transfers from the general fund to the various debt service funds are included.</p> <p><b><u>General Fund:</u></b></p> <ol style="list-style-type: none"> <li><b>1. Bus Replacements and Expansion:</b> <ol style="list-style-type: none"> <li>a. (\$8,201,272) decrease in Grant Revenues</li> <li>b. (\$3,669,760) decrease in Other Financing Sources</li> <li>c. (\$14,561,300) decrease in Capital Outlay</li> </ol> </li> <li><b>2. Traveler Van Replacement:</b> <ol style="list-style-type: none"> <li>a. (\$72,160) decrease in Grant Revenues</li> <li>b. (\$18,040) decrease in Other Government Contributions</li> <li>c. (\$91,522) decrease in Capital Outlay</li> </ol> </li> <li><b>3. Battery Electric Bus On-Route Charger:</b> <ol style="list-style-type: none"> <li>a. (\$101,470) decrease in Grant Revenues</li> <li>b. (\$63,419) decrease in Other Government Contributions</li> <li>c. (\$598,461) decrease in Capital Outlay</li> </ol> </li> <li><b>4. Zero Emission Vehicle Roadmap:</b> <ol style="list-style-type: none"> <li>a. (\$75,620) decrease in Grant Revenues</li> <li>b. (\$150,000) decrease in Capital Outlay</li> </ol> </li> <li><b>5. Wingo Bridge Rehabilitation:</b> <ol style="list-style-type: none"> <li>a. (\$123,422) decrease in Other Government Contributions</li> <li>b. (\$246,107) decrease in Capital Outlay</li> </ol> </li> <li><b>6. Vehicle Maintenance Projects:</b> <ol style="list-style-type: none"> <li>a. (\$116,000) decrease in Capital Outlay</li> </ol> </li> <li><b>7. Support Vehicle Replacements and Expansion:</b> <ol style="list-style-type: none"> <li>a. (\$694,100) decrease in Capital Outlay</li> </ol> </li> <li><b>8. GMF Expansion Project – Phases 3, 4, 5, and 7:</b> <ol style="list-style-type: none"> <li>a. (\$33,879,371) decrease in Grant Revenues</li> <li>b. (\$44,255,826) decrease in Capital Outlay</li> </ol> </li> <li><b>9. GMF Expansion Project – Phase 6:</b> <ol style="list-style-type: none"> <li>a. (\$61,767) decrease in Capital Outlay</li> </ol> </li> </ol>

- 10. 27<sup>th</sup> Street Underpass Project:**
  - a. (\$4,050,392) decrease in Grant Revenues
  - b. (\$750,000) decrease in Other Governmental Contributions
  - c. (\$9,607,427) decrease in Capital Outlay
- 11. South Bridge Project Contribution:**
  - a. (\$4,000,000) decrease in Capital Outlay
- 12. Brush Creek P&R EOTC Contribution:**
  - a. (\$500,000) decrease in Capital Outlay
- 13. Basalt Bus Stops Contribution:**
  - a. (\$130,000) decrease in Capital Outlay
- 14. TOSV Transit Center Contribution:**
  - a. (\$500,000) decrease in Capital Outlay
- 15. Housing Project – Rodeway Inn:**
  - a. (\$427,667) decrease in Capital Outlay
- 16. Housing Replacement – Design:**
  - a. (\$350,221) decrease in Capital Outlay
- 17. Parker House Improvements:**
  - a. (\$51,738) decrease in Capital Outlay
- 18. Integrated Clean Energy System Contribution:**
  - a. (\$213,750) decrease in Capital Outlay
- 19. River Walk Trail Crossing Contribution:**
  - a. (\$200,000) decrease in Capital Outlay
- 20. IT Projects and Equipment:**
  - a. (\$424,936) decrease in Capital Outlay
- 21. Contributions (LoVa Trail and WE-Cycle):**
  - a. (\$32,120) decrease in Other Governmental Contributions
  - b. (\$188,987) decrease in Transit (LoVa Trail)
  - c. (\$238,431) decrease in Capital Outlay (WE-Cycle)
- 22. Climate Action Plan:**
  - a. (\$54,691) decrease in Capital Outlay
- 23. Glenwood Springs Corridor Study:**
  - a. (\$100,000) decrease in Capital Outlay
- 24. 1340 Main Street HVAC System:**
  - a. (\$115,005) decrease in Capital Outlay
- 25. Facilities Projects:**
  - a. (\$36,245) decrease in Transit
  - b. (\$301,901) decrease in Capital Outlay
- 26. Trail Projects and Equipment:**
  - a. (\$124,782) decrease in Capital Outlay
- 27. Debt Service Funds Transfers:**
  - a. (\$70,511) decrease in Other Financing Uses

**Series 2021A Capital Projects Fund:**

- 1. \$417,694 increase in Other Income
- 2. (\$18,420,278) decrease in Capital Outlay

**Series 2012A Debt Service Fund:**

- 1. \$3,801 increase in Other Income
- 2. (\$3,801) decrease in Other Financing Sources

	<p><b><u>Series 2013B Debt Service Fund:</u></b></p> <ol style="list-style-type: none"> <li>1. \$924 increase in Other Income</li> <li>2. (\$924) decrease in Other Financing Sources</li> </ol> <p><b><u>Series 2019 Debt Service Fund:</u></b></p> <ol style="list-style-type: none"> <li>1. \$14,258 increase in Other Income</li> <li>2. (\$14,258) decrease in Other Financing Sources</li> </ol> <p><b><u>Series 2021A Debt Service Fund:</u></b></p> <ol style="list-style-type: none"> <li>1. \$51,528 increase in Other Income</li> <li>2. (\$51,528) decrease in Other Financing Sources</li> </ol>																
<b>Policy Implications:</b>	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”																
<b>Fiscal Implications:</b>	<p>Net increase (decrease) to 2022 fund balance by fund:</p> <table border="1" data-bbox="630 741 1349 1041"> <tr> <td>General Fund</td> <td>\$27,374,329</td> </tr> <tr> <td>Bus Stops PNR SRF</td> <td>-0-</td> </tr> <tr> <td>Series 2021A CPF</td> <td>18,837,972</td> </tr> <tr> <td>Series 2012A DSF</td> <td>-0-</td> </tr> <tr> <td>Series 2013B DSF</td> <td>-0-</td> </tr> <tr> <td>Series 2019 DSF</td> <td>-0-</td> </tr> <tr> <td>Series 2021A DSF</td> <td>-0-</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$46,212,301</b></td> </tr> </table>	General Fund	\$27,374,329	Bus Stops PNR SRF	-0-	Series 2021A CPF	18,837,972	Series 2012A DSF	-0-	Series 2013B DSF	-0-	Series 2019 DSF	-0-	Series 2021A DSF	-0-	<b>Total</b>	<b>\$46,212,301</b>
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Series 2019 DSF	-0-																
Series 2021A DSF	-0-																
<b>Total</b>	<b>\$46,212,301</b>																
<b>Attachments:</b>	Yes, please see Resolution 2023-09, attached below.																



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

**BOARD OF DIRECTORS  
ROARING FORK TRANSPORTATION AUTHORITY  
RESOLUTION NO. 2023-09**

**2022 SUPPLEMENTAL BUDGET RESOLUTION**

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

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

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

**WHEREAS**, certain revenues will become available and additional expenditures have become necessary that were not anticipated during the preparation of the 2022 budget; and

**WHEREAS**, upon due and proper notice, published in accordance with the state budget law, said supplemental budget was open for inspection by the public at a designated place, a public hearing was held on March 9, 2023 and interested taxpayers were given an opportunity to file or register any objections to said supplemental budget.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Roaring Fork Transportation Authority that the following adjustments will be made to the 2022 budget as summarized herein:

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**General Fund**

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

<b>Type</b>	<b>Amount</b>	<b>Explanation</b>
Grants	(\$1,984,000)	FTA 5339 Rural Grant - buses; c/f to 2023
Grants	(72,160)	CDOT Grant - 1 Traveler Van; c/f to 2023
Grants	(101,470)	CDOT Capital Grant - BEB On-Route Charger; c/f to 2023
Grants	(75,620)	FTA 5304 Grant -ZEV Roadmap; c/f to 2023
Grants	(4,824,300)	FTA 5339 Grant - buses; c/f to 2023
Grants	(896,972)	FTA 5339 Grant - buses; c/f to 2023
Grants	(4,050,392)	CDOT Capital Grant - 27th St Underpass; c/f to 2023
Grants	(19,404,784)	FTA Capital Grant -GMF Expansion Project Phases 3 & 7; c/f to 2023
Grants	(11,712,307)	FTA Capital Grant -GMF Expansion Project Phases 4 & 5; c/f to 2023
Grants	(2,762,280)	FTA Capital Grant -GMF Expansion Project Phases 3 & 7; c/f to 2023
Grants	(496,000)	FTA 5311 Capital Grant - bus; c/f to 2023
Other govt contributions	(123,422)	Pitkin County Contributions for Wingo Bridge; c/f to 2023
Other govt contributions	(32,120)	WE-Cycle Capital Contributions; c/f to 2023
Other govt contributions	(750,000)	Glenwood Springs Contribution-27th St Underpass; c/f to 2023
Other govt contributions	(18,040)	Garfield County Contribution - 1 Traveler Van; c/f to 2023
Other govt contributions	(63,419)	City of Aspen Contribution-BEB On-Route Charger; c/f to 2023
Other financing sources	(3,669,760)	Proceeds from Capital Lease - buses; c/f to 2023
<b>Total Revenue &amp; OFS</b>	<b>(\$51,037,046)</b>	

<b>Revenue &amp; OFS Summary</b>	<b>Previous</b>	<b>Change</b>	<b>Current</b>
Sales tax	\$36,681,900	-	\$36,681,900
Property tax	11,876,000	-	11,876,000
Grants	55,252,968	(\$46,380,285)	8,872,683
Fares	4,108,500	-	4,108,500
Other govt contributions	1,953,160	(987,001)	966,159
Other income	1,451,380	-	1,451,380
Other financing sources	3,669,760	(3,669,760)	-
<b>Total</b>	<b>\$114,993,668</b>	<b>(\$51,037,046)</b>	<b>\$63,956,622</b>

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

<b>Type</b>	<b>Amount</b>	<b>Explanation</b>
Transit	(\$188,987)	LOVA Trails Contribution - c/f to 2023
Transit	(36,245)	505 27th Street Temporary Building improvements - c/f to 2023
Capital	(14,561,300)	24 Transit Buses - c/f to 2023
Capital	(91,522)	1 Traveler Van - c/f to 2023
Capital	(15,000)	Bus Barriers - c/f to 2023
Capital	(20,000)	Position Bike Racks - c/f to 2023
Capital	(81,000)	Portable Lifts - c/f to 2023
Capital	(36,960)	Operations Support Vehicle - c/f to 2023
Capital	(34,500)	Admin Support Vehicle - c/f to 2023
Capital	(40,543)	IT Support Vehicle - c/f to 2023

Capital	(72,330)	Maintenance Support Vehicle - c/f to 2023
Capital	(37,222)	Transit Connect Vehicle - c/f to 2023
Capital	(252,045)	4 Facility Support Vehicles - c/f to 2023
Capital	(20,000)	4 Facility Support Vehicles equipment - c/f to 2023
Capital	(34,500)	IT Support Vehicle - c/f to 2023
Capital	(36,500)	Operations Support Vehicle - c/f to 2023
Capital	(48,000)	Operations Support Vehicle - c/f to 2023
Capital	(48,000)	Trails Support Vehicle - c/f to 2023
Capital	(33,500)	Trails Support Vehicle - c/f to 2023
Capital	(148,648)	GMF Expansion Design/Planning - c/f to 2023
Capital	(1,533,925)	GMF Phase 3,4,5&7 Architect & Engineering Services - c/f to 2023
Capital	(19,006,886)	GMF Phase 3&7 Expansion Project - c/f to 2023
Capital	(5,849)	GMF Phase 3,4,5&7 Design-Build Contract Services - c/f to 2023
Capital	(7,408,748)	GMF Phase 3,4,5&7 Owner Contingency - c/f to 2023
Capital	(16,300,418)	GMF Phase 4&5 Expansion Project - c/f to 2023
Capital	(61,767)	GMF Phase 6 Architect & Engineering Services - c/f to 2023
Capital	(9,607,427)	27th Street Pedestrian Crossing Construction - c/f to 2023
Capital	(598,461)	BEB On-Route Charger - c/f to 2023
Capital	(500,000)	EOTC-Brush Creek P&R Contribution - c/f to 2023
Capital	(350,221)	RFTA Housing Replacement Design - c/f to 2023
Capital	(378,907)	Rodeway Inn-Due Diligence Costs - c/f to 2023
Capital	(48,760)	Rodeway Inn-Design Costs - c/f to 2023
Capital	(59,000)	AMF Rooftop Protection - c/f to 2023
Capital	(60,000)	AMF Repair Floor Drain System - c/f to 2023
Capital	(24,000)	GMF CNG Emergency Response Plan - c/f to 2023
Capital	(8,000)	Blake Street Ste 202 Office Furniture - c/f to 2023
Capital	(115,005)	1340 Main Street HVAC System - c/f to 2023
Capital	(51,738)	Parker House Improvements - c/f to 2023
Capital	(200,000)	Contribution to River Walk Trail/Crossing - c/f to 2023
Capital	(500,000)	Contribution to TOSV for Transit Station - c/f to 2023
Capital	(4,000,000)	Contribution to Glenwood Springs for South Bridge - c/f to 2023
Capital	(130,000)	Contribution to Basalt for Bus Stops - c/f to 2023
Capital	(4,510)	Contribution to We-Cycle for E stations/E bikes - c/f to 2023
Capital	(94,829)	Contribution to We-Cycle for Bikeshare Capital - c/f to 2023
Capital	(40,492)	Contribution to We-Cycle for Bikeshare Capital Replacement - c/f to 2023
Capital	(98,600)	Contribution to We-Cycle for Bike Stations - c/f to 2023
Capital	(213,750)	Contribution for Integrated Clean Energy System - c/f to 2023
Capital	(150,000)	Zero Emission Vehicle Roadmap - c/f to 2023
Capital	(54,691)	Climate Action Plan - c/f to 2023
Capital	(2,253)	Rail Salvage Study - c/f to 2023
Capital	(100,000)	GWS Corridor Study - c/f to 2023
Capital	(173,526)	Trapeze Software - c/f to 2023
Capital	(73,336)	Mobile Ticketing - c/f to 2023
Capital	(50,000)	SH82 TSP Maintenance - c/f to 2023
Capital	(26,474)	Virtual Desktops - c/f to 2023
Capital	(10,000)	Location Based Pre-Trip System - c/f to 2023

Capital	(51,900)	Clever Server Software Upgrade - c/f to 2023
Capital	(15,000)	Bus Radio Programming - c/f to 2023
Capital	(24,700)	Server Upgrade - c/f to 2023
Capital	(31,090)	Wingo Bridge Deck Design - c/f to 2023
Capital	(194,573)	Wingo Bridge Rehabilitation Project - c/f to 2023
Capital	(61,000)	Rio Grande Trail Improvements - c/f to 2023
Capital	(20,444)	Wingo Bridge Contingency - c/f to 2023
Capital	(39,077)	Roaring Fork Bridge Design - c/f to 2023
Capital	(24,705)	River Connection to Satank - c/f to 2023
Other financing uses	(3,801)	True up transfer to Series 2012A Debt Service Fund
Other financing uses	(924)	True up transfer to Series 2013B Debt Service Fund
Other financing uses	(14,258)	True up transfer to Series 2019 Debt Service Fund
Other financing uses	(51,528)	True up transfer to Series 2021 Debt Service Fund
<b>Total Expenditures &amp; OFU</b>	<b>(\$78,411,375)</b>	

<b>Expenditures &amp; OFU Summary</b>	<b>Previous</b>	<b>Change</b>	<b>Current</b>
Fuel	\$2,160,194	-	\$2,160,194
Transit	36,066,064	(\$225,232)	35,840,832
Trails & Corridor Mgmt	896,000	-	896,000
Capital	90,512,052	(78,115,632)	12,396,420
Debt service	1,529,984	-	1,529,984
Other financing uses	4,986,970	(70,511)	4,916,459
<b>Total</b>	<b>\$136,151,264</b>	<b>(\$78,411,375)</b>	<b>\$57,739,889</b>

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

Revenues and other financing sources	(\$51,037,046)
Less Expenditures and other financing uses	78,411,375
<b>Net increase (decrease) in fund balance</b>	<b>\$27,374,329</b>

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

<b>Resolution</b>	<b>Beginning Balance</b>	<b>Change</b>	<b>Ending Balance</b>
			\$82,920,715*
2021-20 & 2021-21	\$82,920,715	(\$1,615,894)	81,304,821
2022-08	81,304,821	(4,714,591)	76,590,230
2022-12	76,590,230	(15,072,119)	61,518,111
2022-16	61,518,111	1,013,919	62,532,030
2022-24	62,532,030	(768,911)	61,763,119
2023-09	61,763,119	27,374,329	89,137,448
<b>Total Net Change</b>		<b>\$6,216,733</b>	

\* Audited

**Series 2021A Capital Projects Fund**

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

Type	Amount	Explanation
Other Income	\$417,694	True up investment income
<b>Total Revenue &amp; OFS</b>	<b>\$417,694</b>	

Revenue & OFS Summary	Previous	Change	Current
Other Income	\$ -	\$417,694	\$417,694
<b>Total</b>	<b>\$ -</b>	<b>\$417,694</b>	<b>\$417,694</b>

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

Type	Amount	Explanation
Capital	\$417,694	Re-purpose Other Income to GMF Phases 3 & 7
Capital	(7,033)	Project Contingency - c/f to 2023
Capital	(209,164)	27th Street Parking Expansion - Property Purchase - c/f to 2023
Capital	(417,694)	GMF Bus Storage and Fuel Lane - Phases 3 & 7 - c/f to 2023
Capital	(13,519,429)	GMF Bus Storage and Fuel Lane - Phases 3 & 7 - c/f to 2023
Capital	(4,684,652)	GMF Bus Storage and Operations Space - Phases 4 & 5 - c/f to 2023
<b>Total Expenditures &amp; OFU</b>	<b>(\$18,420,278)</b>	

Expenditures & OFU Summary	Previous	Change	Current
Capital	\$28,868,242	(\$18,420,278)	\$10,447,964
<b>Total</b>	<b>\$28,868,242</b>	<b>(\$18,420,278)</b>	<b>\$10,447,964</b>

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

Revenues and other financing sources	\$417,694
Less Expenditures and other financing uses	18,420,278
<b>Net increase (decrease) in fund balance</b>	<b>\$18,837,972</b>

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

Resolution	Beginning Balance	Change	Ending Balance
			\$28,868,242*
2022-08	\$28,868,242	(\$28,868,242)	-
2023-09	-	18,837,972	18,837,972
<b>Total Net Change</b>		<b>(\$10,030,270)</b>	

\*Audited

**Series 2012A Debt Service Fund**

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

<b>Type</b>	<b>Amount</b>	<b>Explanation</b>
Other Income	\$37	True up QECB Credit Revenue
Other Income	3,764	True up investment income
Other Financing Source	(3,801)	True down transfer due to adjustment to QECB Revenue and investment income
<b>Total Revenue &amp; OFS</b>	<b>\$ -</b>	

<b>Revenue &amp; OFS Summary</b>	<b>Previous</b>	<b>Change</b>	<b>Current</b>
Other Income	\$114,000	\$3,801	\$117,801
Other Financing Source	389,832	(3,801)	386,031
<b>Total</b>	<b>\$503,832</b>	<b>\$-</b>	<b>\$503,832</b>

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

<b>Type</b>	<b>Amount</b>	<b>Explanation</b>
No Change		
<b>Total Expenditures &amp; OFU</b>	<b>-</b>	

<b>Expenditures &amp; OFU Summary</b>	<b>Previous</b>	<b>Change</b>	<b>Current</b>
Debt Service	\$503,832	\$ -	\$503,832
<b>Total</b>	<b>\$503,832</b>	<b>\$ -</b>	<b>\$503,832</b>

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

Revenues and other financing sources	\$ -
Less Expenditures and other financing uses	-
<b>Net increase (decrease) in fund balance</b>	<b>\$ -</b>

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

<b>Resolution</b>	<b>Beginning Balance</b>	<b>Change</b>	<b>Ending Balance</b>
			\$ -*
2021-20 & 2021-21	\$ -	\$ -	-
2023-09	-	-	-
<b>Total Net Change</b>		<b>\$ -</b>	

\*Audited

**Series 2013B Debt Service Fund**

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

<b>Type</b>	<b>Amount</b>	<b>Explanation</b>
Other Income	\$86	True up QECB Credit Revenue
Other Income	838	True up investment income
Other Financing Source	(924)	True down transfer due to adjustment to QECB Revenue and investment income
<b>Total Revenue &amp; OFS</b>	<b>\$ -</b>	

<b>Revenue &amp; OFS Summary</b>	<b>Previous</b>	<b>Change</b>	<b>Current</b>
Other Income	\$29,600	\$924	\$30,504
Other Financing Source	87,808	(924)	86,844
<b>Total</b>	<b>\$117,408</b>	<b>-</b>	<b>\$117,408</b>

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

<b>Type</b>	<b>Amount</b>	<b>Explanation</b>
No Change		
<b>Total Expenditures &amp; OFU</b>	<b>-</b>	

<b>Expenditures &amp; OFU Summary</b>	<b>Previous</b>	<b>Change</b>	<b>Current</b>
Debt Service	\$117,408	\$ -	\$117,408
<b>Total</b>	<b>\$117,408</b>	<b>\$ -</b>	<b>\$117,408</b>

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

Revenues and other financing sources	\$ -
Less Expenditures and other financing uses	-
<b>Net increase (decrease) in fund balance</b>	<b>\$ -</b>

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

<b>Resolution</b>	<b>Beginning Balance</b>	<b>Change</b>	<b>Ending Balance</b>
			\$ -*
2021-20 & 2021-21	\$-	\$ -	-
2023-09	-	-	\$ -
<b>Total Net Change</b>		<b>\$ -</b>	

\*Audited

**Series 2019A Debt Service Fund**

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

<b>Type</b>	<b>Amount</b>	<b>Explanation</b>
Other Income	\$14,258	True up investment income
Other Financing Source	(14,258)	True down transfer due to increased investment income
<b>Total Revenue &amp; OFS</b>	<b>\$ -</b>	

<b>Revenue &amp; OFS Summary</b>	<b>Previous</b>	<b>Change</b>	<b>Current</b>
Other Income	\$ -	\$14,258	\$14,258
Other Financing Source	2,097,900	(14,258)	2,083,642
<b>Total</b>	<b>\$2,097,900</b>	<b>\$-</b>	<b>\$2,097,900</b>

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

<b>Type</b>	<b>Amount</b>	<b>Explanation</b>
No Change		
<b>Total Expenditures &amp; OFU</b>	<b>-</b>	

<b>Expenditures &amp; OFU Summary</b>	<b>Previous</b>	<b>Change</b>	<b>Current</b>
Debt Service	\$2,097,900	\$ -	\$2,097,900
<b>Total</b>	<b>\$2,097,900</b>	<b>\$ -</b>	<b>\$2,097,900</b>

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

Revenues and other financing sources	\$ -
Less Expenditures and other financing uses	-
<b>Net increase (decrease) in fund balance</b>	<b>\$ -</b>

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

<b>Resolution</b>	<b>Beginning Balance</b>	<b>Change</b>	<b>Ending Balance</b>
			\$ -*
2021-20 & 2021-21	\$ -	\$ -	-
2023-09	-	-	\$ -
<b>Total Net Change</b>		<b>\$ -</b>	

\*Audited



**Series 2021A Debt Service Fund**

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

<b>Type</b>	<b>Amount</b>	<b>Explanation</b>
Other Income	\$51,528	True up investment income
Other Financing Source	(51,258)	True down transfer due to increased investment income
<b>Total Revenue &amp; OFS</b>	<b>\$ -</b>	

<b>Revenue &amp; OFS Summary</b>	<b>Previous</b>	<b>Change</b>	<b>Current</b>
Other Income	\$ -	\$51,528	\$51,528
Other Financing Source	1,680,600	(51,528)	1,629,072
<b>Total</b>	<b>\$1,680,600</b>	<b>-</b>	<b>\$1,680,600</b>

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

<b>Type</b>	<b>Amount</b>	<b>Explanation</b>
No Change		
<b>Total Expenditures &amp; OFU</b>	<b>-</b>	

<b>Expenditures &amp; OFU Summary</b>	<b>Previous</b>	<b>Change</b>	<b>Current</b>
Debt Service	\$1,680,600	\$ -	\$1,680,600
<b>Total</b>	<b>\$1,680,600</b>	<b>\$ -</b>	<b>\$1,680,600</b>

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

Revenues and other financing sources	\$ -
Less Expenditures and other financing uses	-
<b>Net increase (decrease) in fund balance</b>	<b>\$ -</b>

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

<b>Resolution</b>	<b>Beginning Balance</b>	<b>Change</b>	<b>Ending Balance</b>
			\$ -*
2021-20 & 2021-21	\$ -	\$ -	-
2023-09	-	-	\$ -
<b>Total Net Change</b>		<b>\$ -</b>	

**\*Audited**

That the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2022 budget of the Roaring Fork Transportation Authority, and be a part of the public records of the Roaring Fork Transportation Authority.

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

**INTRODUCED, READ AND PASSED** by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 9<sup>th</sup> day of March, 2023.

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

By: \_\_\_\_\_  
Jeanne McQueeney, 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 March 9, 2023 (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 9th day of March, 2023

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

**RFTA BOARD OF DIRECTORS MEETING**  
**“PUBLIC HEARING” AGENDA SUMMARY ITEM # 8. B.**

<b>Meeting Date:</b>	March 9, 2023
<b>Agenda Item:</b>	Resolution 2023-10: 2023 Supplemental Budget Appropriation
<b>Strategic Outcome:</b>	Financial Sustainability
<b>Strategic Objective:</b>	4.1 Ensure accurate budget and accounting
<b>Presented By:</b>	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
<b>Recommendation:</b>	Adopt Supplemental Budget Appropriation Resolution 2023-10
<b>Executive Summary:</b>	<p>At the December 2022 Board meeting, staff communicated to the Board that at the March 2023 Board meeting a request to carry-forward unexpended capital and transit budget from 2022 to 2023 for various projects would be made after 2022 invoices have been received and paid. Based on the continuation of RFTA’s year-end review, staff has identified the following unexpended project budgets and related revenues that are being requested to be carried-forward from 2022 and re-appropriated to 2023 primarily due to timing of projects. In addition, there are budget amendments related to existing budgeted projects and for new budget projects described below.</p> <p><b><u>General Fund:</u></b></p> <p><b>28. Re-appropriations:</b> The following budgets are <b>carry-forwards</b> from 2022 and re-appropriated to 2023:</p> <ul style="list-style-type: none"> <li><b>a. Bus Replacements and Expansion:</b> <ul style="list-style-type: none"> <li>i. \$8,201,272 increase in Grant Revenues</li> <li>ii. \$3,669,760 increase in Other Financing Sources</li> <li>iii. \$14,561,300 increase in Capital Outlay</li> </ul> </li> <li><b>b. Traveler Van Replacement:</b> <ul style="list-style-type: none"> <li>i. \$72,160 increase in Grant Revenues</li> <li>ii. \$18,040 increase in Other Governmental Contributions</li> <li>iii. \$91,522 increase in Capital Outlay</li> </ul> </li> <li><b>c. Battery Electric Bus On-Route Charger:</b> <ul style="list-style-type: none"> <li>i. \$101,470 increase in Grant Revenues</li> <li>ii. \$63,419 increase in Other Governmental Contributions</li> <li>iii. \$598,461 increase in Capital Outlay</li> </ul> </li> <li><b>d. Zero Emission Vehicle Roadmap:</b> <ul style="list-style-type: none"> <li>i. \$75,620 increase in Grant Revenues</li> <li>ii. \$150,000 increase in Capital Outlay</li> </ul> </li> <li><b>e. Wingo Bridge Rehabilitation:</b> <ul style="list-style-type: none"> <li>i. \$123,422 increase in Other Governmental Contributions</li> <li>ii. \$246,107 increase in Capital Outlay</li> </ul> </li> <li><b>f. Vehicle Maintenance Projects:</b> <ul style="list-style-type: none"> <li>i. \$116,000 increase in Capital Outlay <ul style="list-style-type: none"> <li>1. \$81,000 relates to timing for Portable Lifts.</li> <li>2. \$35,000 relates to timing for Position Bike Racks, of which, \$15,000 is repurposed from Bus Barriers.</li> </ul> </li> </ul> </li> <li><b>g. Support Vehicle Replacements and Expansion:</b> <ul style="list-style-type: none"> <li>i. \$694,100 increase in Capital Outlay</li> </ul> </li> </ul>

- h. GMF Expansion Project – Phases 3, 4, 5, and 7:**
  - i. \$33,879,371 increase in Grant Revenues
  - ii. \$44,255,826 increase in Capital Outlay
    - 1. \$632,749 repurposed for GMF Expansion Phase 6 Architectural and Engineering Support Services.
- i. GMF Expansion Project – Phase 6:**
  - i. \$61,767 increase in Capital Outlay
- j. 27<sup>th</sup> Street Underpass Project:**
  - i. \$4,050,392 increase in Grant Revenues
  - ii. \$9,607,427 increase in Capital Outlay
  - iii. \$750,000 increase in Other Governmental Contributions
- k. South Bridge Project Contribution:**
  - i. \$4,000,000 increase Capital Outlay
- l. Brush Creek P&R EOTC Contribution:**
  - i. \$500,000 increase in Capital Outlay
- m. Basalt Bus Stops Contribution:**
  - i. \$130,000 increase in Capital Outlay
- n. TOSV Transit Center Contribution:**
  - i. \$500,000 increase in Capital Outlay
- o. Housing Project – Rodeway Inn:**
  - i. \$109,760 increase in Transit
    - 1. Security Costs repurposed from Due Diligence Costs.
  - ii. \$317,907 increase in Capital Outlay
    - 1. \$48,760 relates to timing for Design Costs.
    - 2. \$137,151 related to Design Costs that are repurposed from Due Diligence Costs
    - 3. \$106,996 repurposed for Project Management Support Services.
    - 4. \$25,000 relates to timing of Due Diligence Costs.
- p. Housing Replacement – Design:**
  - i. \$350,221 increase in Capital Outlay
    - 1. \$89,308 repurposed for Rodeway Inn Project Management Support Services.
    - 2. \$124,243 repurposed for Rodeway Inn Permitting and Contingency Costs.
    - 3. \$136,670 repurposed for Comprehensive Housing Policy Study.
- q. Parker House Improvements:**
  - i. \$51,738 increase in Capital Outlay
- r. Integrated Clean Energy System Contribution:**
  - i. \$213,750 increase in Capital Outlay
- s. River Walk Trail Crossing Contribution:**
  - i. \$200,000 increase in Capital Outlay
- t. IT Projects and Equipment**
  - i. \$424,936 increase in Capital Outlay
    - 1. Relates to project timing for Operations Line Costing software design, Trapeze Ops-WEB & Ops-SIT software design and hardware, Mobile Ticketing integration with Clever Devices, SH82 TSP Maintenance, Virtual Desktops, Location Based Pre-Trip System installation, Server upgrades, and Bus Radio programming.
- u. 1340 Main Street HVAC System:**
  - i. \$115,005 increase in Capital Outlay.

**v. Facilities Projects:**

- i. \$36,245 increase in Transit
  1. Relates to project timing for temporary offices setup at 505 27<sup>th</sup> Street in Glenwood Springs.
- ii. \$301,901 increase in Capital Outlay.
  1. \$148,648 relates to timing for GMF Expansion Design.
  2. \$24,000 relates to timing for the CNG Emergency Response Plan.
  3. \$2,253 relates to timing for the Rail Salvage Study.
  4. \$119,000 relates to timing for AMF Rooftop Protection, of which, \$60,000 is repurposed from AMF Repair Floor Drain System.
  5. \$8,000 repurposed for Blake Street Improvements.

**w. Contributions (LoVa Trail and WE-Cycle):**

- i. \$32,120 increase in Other Governmental Contributions
- ii. \$188,987 increase in Transit (LoVa Trail)
- iii. \$238,431 increase in Capital Outlay (WE-Cycle)

**x. Climate Action Plan:**

- i. \$54,691 increase in Capital Outlay.

**y. Glenwood Springs Corridor Study:**

- i. \$100,000 increase in Capital Outlay.
  1. \$25,000 repurposed for USFS Maroon Bells Study.

**z. Trail Projects and Equipment:**

- i. \$124,782 increase in Capital Outlay
  1. \$39,077 relates to project timing for Roaring Fork Bridge Design.
  2. \$24,705 relates to project timing for Connection to Satank.
  3. \$61,000 repurposed for Riverview Trail Project.

**29. New budget items:**

**a. Zero Emission Vehicle (ZEV) Safety & Training Program:**

RFTA will create a comprehensive, inclusive and replicable 5-year program that will benefit safety, maintenance, facilities and operations staff. This innovative and timely program will provide rural career building opportunities for disproportionately impacted communities, and help the State and region meet sustainability, climate and vehicle electrification goals. RFTA has been awarded a CDOT grant to catalyze the launch year.

- i. \$60,000 increase in Grant Revenues  
\$21,000 increase in Capital Outlay

**b. Operations Staffing:** In order for RFTA's Operations Department to focus and enhance its recruiting, hiring, and staffing of bus operators, support its existing bus operators with investigating and follow-up on performance opportunities, and communicating with customer concerns, additional support is requested with the addition of one new Operations Manager. The estimated cost to add this new position, with a position start date of April 1, 2023, is \$107,200. Due to current unfilled positions, primarily bus operators, Staff recommends to use year-to-date budget savings to cover the cost of this new position. As a result, there is a net-zero impact to the 2023 budget.

	<p><b><u>Series 2021A Capital Project Fund:</u></b></p> <p><b>1. Re-appropriation:</b> The following is a <b>carry-forward</b> from 2022 and re-appropriated to 2023:</p> <p>a. \$18,837,972 increase in Capital</p> <p>i. \$209,164 repurposed 27<sup>th</sup> Street Parking Expansion – Property Purchase savings to GMF Expansion Phases 3 &amp; 7.</p> <p>ii. \$7,033 repurposed from Project Contingency to GMF Expansion Phases 3 &amp; 7.</p> <p>Note: the amounts repurposed to GMF Expansion Phases 3 &amp; 7 have been reduced in the General Fund for GMF Expansion Phases 3 &amp; 7.</p>						
<b>Policy Implications:</b>	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”						
<b>Fiscal Implications:</b>	<p>Net increase (decrease) to 2023 fund balance by fund:</p> <table border="1" data-bbox="607 821 1362 926"> <tr> <td>General Fund</td> <td>(\$27,264,818)</td> </tr> <tr> <td>Series 2021 CPF</td> <td>(\$18,837,972)</td> </tr> <tr> <td><b>Total</b></td> <td><b>(\$46,102,790)</b></td> </tr> </table>	General Fund	(\$27,264,818)	Series 2021 CPF	(\$18,837,972)	<b>Total</b>	<b>(\$46,102,790)</b>
General Fund	(\$27,264,818)						
Series 2021 CPF	(\$18,837,972)						
<b>Total</b>	<b>(\$46,102,790)</b>						
<b>Attachments:</b>	Yes, please see Resolution 2023-10, attached below.						

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

**BOARD OF DIRECTORS  
ROARING FORK TRANSPORTATION AUTHORITY  
RESOLUTION NO. 2023-10**

**2023 SUPPLEMENTAL BUDGET RESOLUTION**

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

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

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

**WHEREAS**, certain revenues will become available and additional expenditures have become necessary that were not anticipated during the preparation of the 2023 budget; and

**WHEREAS**, upon due and proper notice, published in accordance with the state budget law, said supplemental budget was open for inspection by the public at a designated place, a public hearing was held on March 9, 2023 and interested taxpayers were given an opportunity to file or register any objections to said supplemental budget.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Roaring Fork Transportation Authority that the following adjustments will be made to the 2023 budget as summarized herein:

## General Fund

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

Type	Amount	Explanation
Grants	\$1,984,000	FTA 5339 Rural Grant - buses; c/f from 2022
Grants	72,160	CDOT Grant - 1 Traveler Van; c/f from 2022
Grants	101,470	CDOT Capital Grant - BEB On-Route Charger; c/f from 2022
Grants	75,620	FTA 5304 Grant -ZEV Roadmap; c/f from 2022
Grants	4,824,300	FTA 5339 Grant - buses; c/f from 2022
Grants	896,972	FTA 5339 Grant - buses; c/f from 2022
Grants	4,050,392	CDOT Capital Grant - 27th St Underpass; c/f from 2022
Grants	19,404,784	FTA Capital Grant -GMF Expansion Project Phases 3 & 7; c/f from 2022
Grants	11,712,307	FTA Capital Grant -GMF Expansion Project Phases 4 & 5; c/f from 2022
Grants	2,762,280	FTA Capital Grant -GMF Expansion Project Phases 3 & 7; c/f from 2022
Grants	496,000	FTA 5311 Capital Grant - bus; c/f from 2022
Grants	60,000	CDOT Grant - ZEV Safety & Training
Other govt contributions	123,422	Pitkin County Contributions for Wingo Bridge; c/f from 2022
Other govt contributions	32,120	WE-Cycle Capital Contributions; c/f from 2022
Other govt contributions	750,000	Glenwood Springs Contribution-27th St Underpass; c/f from 2022
Other govt contributions	18,040	Garfield County Contribution - 1 Traveler Van; c/f from 2022
Other govt contributions	63,419	City of Aspen Contribution-BEB On-Route Charger; c/f from 2022
Other financing sources	3,669,760	Proceeds from Capital Lease - buses; c/f from 2022
<b>Total Revenue &amp; OFS</b>	<b>\$51,097,046</b>	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$36,813,900	-	\$36,813,900
Property tax	11,843,939	-	11,843,939
Grants	8,422,146	\$46,440,285	54,862,431
Fares	4,243,700	-	4,243,700
Other govt contributions	1,446,142	987,001	2,433,143
Other income	1,406,600	-	1,406,600
Other financing sources	-	3,669,760	3,669,760
<b>Total</b>	<b>\$64,176,427</b>	<b>\$51,097,046</b>	<b>\$115,273,473</b>

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

Type	Amount	Explanation
Transit	\$188,987	LOVA Trails Contribution - c/f from 2022
Transit	36,245	505 27th Street Temporary Building improvements - c/f from 2022
Transit	109,760	Rodeway Inn Due Diligence - c/f from 2022 and repurposed for Security
Transit	(107,200)	Savings in Bus Operators repurposed for new Operations Manager
Transit	107,200	1 new Operations Manager with est. start date of April 1
Capital	14,561,300	14 Transit Diesel Buses - c/f from 2022
Capital	91,522	1 Traveler Van - c/f from 2022
Capital	15,000	Bus Barriers - c/f from 2022 and repurposed for Position Bike Racks
Capital	20,000	Position Bike Racks - c/f from 2022



Capital	81,000	Portable Lifts - c/f from 2022
Capital	36,960	Operations Support Vehicle - c/f from 2022
Capital	34,500	Admin Support Vehicle - c/f from 2022
Capital	40,543	IT Support Vehicle - c/f from 2022
Capital	72,330	Maintenance Support Vehicle - c/f from 2022
Capital	37,222	Transit Connect Vehicle - c/f from 2022
Capital	252,045	4 Facility Support Vehicles - c/f from 2022
Capital	20,000	4 Facility Support Vehicles equipment - c/f from 2022
Capital	34,500	IT Support Vehicle - c/f from 2022
Capital	36,500	Operations Support Vehicle - c/f from 2022
Capital	48,000	Operations Support Vehicle - c/f from 2022
Capital	48,000	Trails Support Vehicle - c/f from 2022
Capital	33,500	Trails Support Vehicle - c/f from 2022
Capital	148,648	GMF Expansion Design/Planning - c/f from 2022
Capital	1,533,925	GMF Phase 3,4,5&7 Architect & Engineering Services - c/f from 2022
Capital	19,006,886	GMF Phase 3&7 Expansion Project - c/f from 2022 and \$632,749 repurposed for GMF Phase 6 AE Services
Capital	5,849	GMF Phase 3,4,5&7 Design-Build Contract Services - c/f from 2022
Capital	7,408,748	GMF Phase 3,4,5&7 Owner Contingency - c/f from 2022
Capital	16,300,418	GMF Phase 4&5 Expansion Project - c/f from 2022
Capital	61,767	GMF Phase 6 Architect & Engineering Services - c/f from 2022
Capital	9,607,427	27th Street Pedestrian Crossing Construction - c/f from 2022
Capital	598,461	BEB On-Route Charger - c/f from 2022
Capital	500,000	EOTC-Brush Creek P&R Contribution - c/f from 2022
Capital	350,221	RFTA Housing Replacement Design - c/f from 2022 and \$136,670 repurposed for Comprehensive Housing Policy Study, \$89,308 repurposed for Rodeway Inn Project Management Support Services, and \$124,243 repurposed for Rodeway Inn Permitting and Contingency Costs
Capital	269,147	Rodeway Inn-Due Diligence Costs - c/f from 2022 and \$137,151 repurposed for Rodeway Inn Design Costs and \$106,996 repurposed for Rodeway Inn Project Management Support Services
Capital	48,760	Rodeway Inn-Design Costs - c/f from 2022
Capital	59,000	AMF Rooftop Protection - c/f from 2022
Capital	60,000	AMF Repair Floor Drain System - c/f from 2022 and repurposed for AMF Rooftop Protection
Capital	24,000	GMF CNG Emergency Response Plan - c/f from 2022
Capital	8,000	Blake Street Ste 202 Office Furniture - c/f from 2022 and repurposed for Blake Street Improvements
Capital	115,005	1340 Main Street HVAC System - c/f from 2022
Capital	51,738	Parker House Improvements - c/f from 2022
Capital	200,000	Contribution to River Walk Trail/Crossing - c/f from 2022
Capital	500,000	Contribution to TOSV for Transit Station - c/f from 2022
Capital	4,000,000	Contribution to Glenwood Springs for South Bridge - c/f from 2022
Capital	130,000	Contribution to Basalt for Bus Stops - c/f from 2022
Capital	4,510	Contribution to We-Cycle for E stations/E bikes - c/f from 2022
Capital	94,829	Contribution to We-Cycle for Bikeshare Capital - c/f from 2022
Capital	40,492	Contribution to We-Cycle for Bikeshare Capital Replacement - c/f from 2022
Capital	98,600	Contribution to We-Cycle for Bike Stations - c/f from 2022

Capital	213,750	Contribution for Integrated Clean Energy System - c/f from 2022
Capital	150,000	Zero Emission Vehicle Roadmap - c/f from 2022
Capital	54,691	Climate Action Plan - c/f from 2022
Capital	2,253	Rail Salvage Study - c/f from 2022
Capital	75,000	GWS Corridor Study - c/f from 2022
Capital	25,000	GWS Corridor Study - c/f from 2022 and repurposed for USFS Maroon Bells Study
Capital	173,526	Trapeze Software - c/f from 2022
Capital	73,336	Mobile Ticketing - c/f from 2022
Capital	50,000	SH82 TSP Maintenance - c/f from 2022
Capital	26,474	Virtual Desktops - c/f from 2022
Capital	10,000	Location Based Pre-Trip System - c/f from 2022
Capital	51,900	Clever Server Software Upgrade - c/f from 2022 and \$15,200 repurposed for Mobile Ticketing and \$8,000 repurposed for Location Based Pre-Trip System
Capital	15,000	Bus Radio Programming - c/f from 2022
Capital	24,700	Server Upgrade - c/f from 2022
Capital	31,090	Wingo Bridge Deck Design - c/f from 2022
Capital	194,573	Wingo Bridge Rehabilitation Project - c/f from 2022
Capital	61,000	RGT Improvements - c/f from 2022 and repurposed for Riverview Trail Fence
Capital	20,444	Wingo Bridge Contingency - c/f from 2022
Capital	39,077	Roaring Fork Bridge Design - c/f from 2022
Capital	24,705	River Connection to Satank - c/f from 2022
Capital	21,000	ZEV Safety & Training Equipment
<b>Total Expenditures &amp; OFU</b>	<b>\$78,361,864</b>	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$2,579,765	-	\$2,579,765
Transit	39,339,269	\$334,992	39,674,261
Trails & Corridor Mgmt	944,890	-	944,890
Capital	19,858,094	78,026,872	97,884,966
Debt service	1,900,833	-	1,900,833
Other financing uses	5,179,954	-	5,179,954
<b>Total</b>	<b>\$69,802,805</b>	<b>\$78,361,864</b>	<b>\$148,164,669</b>

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

Revenues and other financing sources	\$51,097,046
Less Expenditures and other financing uses	(78,361,864)
<b>Net increase (decrease) in fund balance</b>	<b>(\$27,264,818)</b>

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

Resolution	Beginning Balance	Change	Ending Balance
			\$89,137,448*
2022-27 & 2022-28	\$89,137,448	(\$354,575)	88,782,873
2023-03	88,782,873	(5,271,803)	83,511,070
2023-10	83,511,070	(27,264,818)	56,246,252
<b>Total Net Change</b>		<b>(\$32,891,196)</b>	

\* Budgeted

**Series 2021A Capital Projects Fund:**

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

Type	Amount	Explanation
No Change		

Revenue & OFS Summary	Previous	Change	Current
Other Financing Source	-	-	-
Other Income	-	-	-
<b>Total</b>	-	-	-

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

Type	Amount	Explanation
Capital	\$7,033	Project Contingency - c/o from 2022 and repurposed for GMF Expansion Phases 3 & 7
Capital	209,164	27th Street Parking Expansion - Property Purchase - c/o from 2022 and repurposed for GMF Expansion Phases 3 & 7
Capital	417,694	GMF Bus Storage and Fuel Lane – Phases 3 & 7 – c/o from 2022
Capital	13,519,429	GMF Bus Storage and Fuel Lane - Phases 3 & 7 - c/o from 2022
Capital	4,684,652	GMF Bus Storage and Operations Space - Phases 4 & 5 - c/o from 2022
<b>Total Expenditures &amp; OFU</b>	<b>\$18,837,972</b>	

Expenditures & OFU Summary	Previous	Change	Current
Capital	\$ -	\$18,837,972	\$18,837,972
<b>Total</b>	<b>\$ -</b>	<b>\$18,837,972</b>	<b>\$18,837,972</b>

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

Revenues and other financing sources	\$ -
Less Expenditures and other financing uses	(18,837,972)
<b>Net increase (decrease) in fund balance</b>	<b>(\$18,837,972)</b>

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

Resolution	Beginning Balance	Change	Ending Balance
			\$18,837,972*
2023-10	\$18,837,972	(\$18,837,972)	-
<b>Total Net Change</b>		<b>(\$18,837,972)</b>	

\*Budgeted

That the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2023 budget of the Roaring Fork Transportation Authority, and be a part of the public records of the Roaring Fork Transportation Authority.

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

**INTRODUCED, READ AND PASSED** by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 9<sup>th</sup> day of March 2023.

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

By: \_\_\_\_\_  
Jeanne McQueeney, 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 March 9, 2023 (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 9th day of March, 2023

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

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

<b>Meeting Date:</b>	March 9, 2023
<b>Subject:</b>	First Reading- Proposed Revisions to Appendix B of the Rio Grande Corridor Access Control Plan to Include a Utility Fee Structure
<b>Strategic Outcome:</b>	2.0 RFTA will provide accessible, effective and easy to use mobility options that connect our region for all user types
<b>Strategic Objective:</b>	2.1 Rio Grande Railroad Corridor/Rio Grande Trail is appropriately protected and utilized
<b>Presented By:</b>	Abbey Pascoe, Asset and Railroad Manager, Angela Henderson, Assistant Director, Project Management & Facilities Operations
<b>Staff Recommends:</b>	Approve Revisions as submitted, make additional recommendations for revisions or Deny Revisions
<b>Executive Summary:</b>	<ol style="list-style-type: none"> <li>1. Update Appendix B - Change the Land Use Review Process to Reimbursable rather than charge an upfront estimated fee for review process</li> <li>2. Update Appendix B to remove fee structure currently labeled ‘TBD’ and incorporate Fee Structure to mirror other Railroad entities.</li> </ol>
<b>Background/ Discussion:</b>	<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"> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> </ul>
<b>Governance Policy:</b>	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

<b>Fiscal Implications:</b>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• For applications requesting use of the Railroad Corridor there will be a revenue stream created that provides additional RGT Repair and Maintenance resources.</li> </ul>
<b>Attachments:</b>	<p>Yes, please click on: "<a href="#">ACP and Appendix B - Minor Revision Summary - 1st reading 03.09.2023.pdf</a>," "<a href="#">DRAFT ACP and Design Guidelines Update -1st Reading 03.09.2023.pdf</a>," and "<a href="#">FORM G8 - 1st Reading 03.09.2023.pdf</a>," or see "ACP and Appendix B - Minor Revision Summary - 1st reading 03.09.2023.pdf," "DRAFT ACP and Design Guidelines Update -1st Reading 03.09.2023.pdf," and "FORM G8 - 1st Reading 03.09.2023.pdf," included in the March 2023 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.</p>

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

<b>Meeting Date:</b>	March 9, 2023
<b>Agenda Item:</b>	RFTA Board Strategic Planning Retreat
<b>Strategic Outcome</b>	7.0 High Performing Organization
<b>Strategic Objective</b>	7.5 Ensure appropriate transparency of all RFTA business
<b>Presented By:</b>	David Johnson, Director of Planning
<b>Recommendation:</b>	Please provide comments on direction on the proposed 2023 Board Retreat.
<b>Core Issues:</b>	<p>Each year, the RFTA Board typically conducts a 6 or 7-hour Strategic Planning Retreat in lieu of the regularly scheduled Board meeting.</p> <p>The Board has generally opted to conduct its Retreat in May, June, or July, and for 2023, staff recommends that the Retreat be conducted in June to better align with the development of Strategic Initiatives for the 2024 RFTA Budget.</p> <p>Staff would like ideas, general direction and confirmation on:</p> <ol style="list-style-type: none"> <li>1. Month/Date of the Retreat</li> <li>2. Location</li> <li>3. Facilitator</li> <li>4. Subcommittee members (to determine agenda)</li> </ol>
<b>Background Info:</b>	See Core Issues.
<b>Policy Implications:</b>	<p>RFTA Board Governance Process policy 4.3 states the following:</p> <ol style="list-style-type: none"> <li>1. The Board’s annual planning cycle will conclude each year on the last day of July so that administrative planning and budgeting can be based on accomplishing a one-year segment of long-term Ends.</li> <li>2. The annual cycle will start with the Board’s development of its agenda plan for the next year. <ol style="list-style-type: none"> <li>a. The Board will identify its priorities for Ends and other issues to be resolved in the coming year, and will identify information gathering necessary to fulfill its role. This may include methods of gaining ownership input, governance education, and other education related to Ends issues, (e.g. presentations by futurists, advocacy groups, demographers, other providers, staff, etc.).</li> </ol> </li> </ol>
<b>Fiscal Implications:</b>	Budget for the Retreat is approximately \$5,000 - \$10,000
<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:** March 9, 2023

**Ridership:** In **January 2023**, RFTA’s year-to-date system-wide ridership was **621,765**, up **30.39%** compared to **476,835** passengers in **January 2022**.

The chart below compares year-to-date **January 2023** ridership with year-to-date **January 2019** pre-pandemic ridership. Overall, Year-to-Date system-wide ridership in **January 2023** was only down **10%** compared to year-to-date system-wide ridership in **January 2019**. However, Valley ridership was only down **2%** and Hogback ridership was up **72%** compared with January 2019.

<b>Ridership Comparison: Jan. 2019 vs. Jan. 2023</b>			
<b>Service</b>	<b>Jan-19</b>	<b>Jan-23</b>	<b>% Vari Jan. 2023 to Jan. 2019</b>
Aspen	193,583	139,450	-28%
Valley	299,233	292,061	-2%
Hogback	8,668	14,873	72%
Other	189,624	175,381	-8%
<b>Total</b>	<b>691,108</b>	<b>621,765</b>	<b>-10%</b>

**RFTA I-70 Corridor Transportation Improvement Subcommittee:** The Subcommittee held its second virtual meeting on March 3rd. The Subcommittee, Chaired by Ben Bohmfalk, discussed growing concerns about the number of traffic accidents and incidents on I-70 west of Glenwood Springs, particularly in South Canyon, which make travel in the corridor unpredictable from day-to-day. Prior to the April meeting, Subcommittee member, Jonathan Godes volunteered to explore whether CDOT would be willing to host one or more roundtable meetings specifically for Garfield County communities in order to share information about current and forecasted traffic volumes and accident data on I-70 and Highway 82 (within Garfield County). This would provide a forum to discuss challenges faced by stakeholders due to current travel conditions, as well as potential strategies that could help to improve the situation in the future.

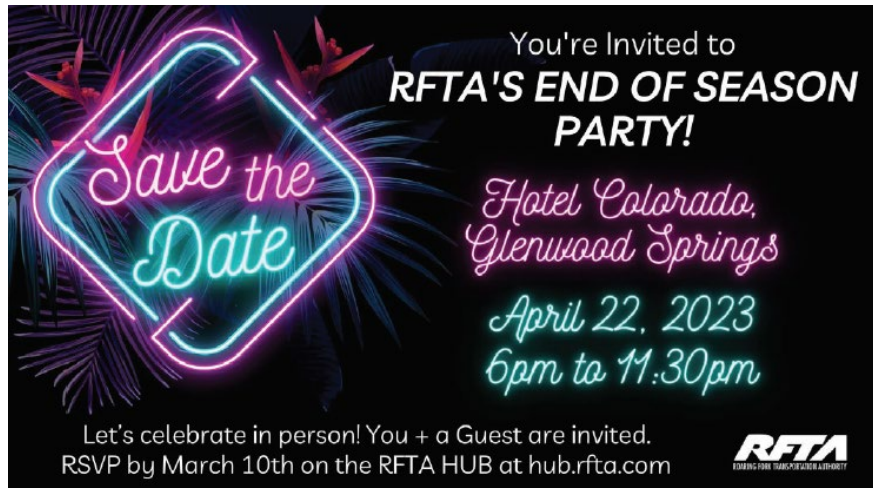
**Spring Edition of RFTA “Behind the Wheel:”** Another fabulous edition of the RFTA “Behind the Wheel” newsletter can be found by following this link: [“Behind the Wheel – 2023 Spring Edition.pdf.”](#) Also, you can find the “Behind the Wheel – 2023 Spring Edition.pdf” in the March 2023 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the RFTA Board Meeting Agenda. The “Behind the Wheel” newsletter is produced and edited by Terri Rider, HR Business Specialist III, with eye-catching graphic layouts by RFTA’s recently recruited Creative Communications Associate, Yazmin Carlson (featured in the Behind the Wheel).

**RFTA End of Season Party – April 22<sup>nd</sup> from 6:00 p.m. – 11:30 p.m. at Hotel Colorado:** After a three-year pandemic hiatus, RFTA is one again celebrating its hard-working employees with an “End of Season Party.” Board Members and Board Alternates are invited to join in the celebration with staff, and can bring a guest with them. However, we request that all guests be at least 21, since alcohol will be served at the event. Naturally, RFTA’s General Counsel is invited to attend as well.



Nicole Schoon, Secretary to the Board, has already emailed Board Members and Alternates with the information about the event. Dinner will be served and, to ensure there is plenty of food for everyone, we need to get an accurate head count. If you would like to take part in the celebration with us, please respond to Nicole and let her know that you will be attending and whether you will be bringing a guest.

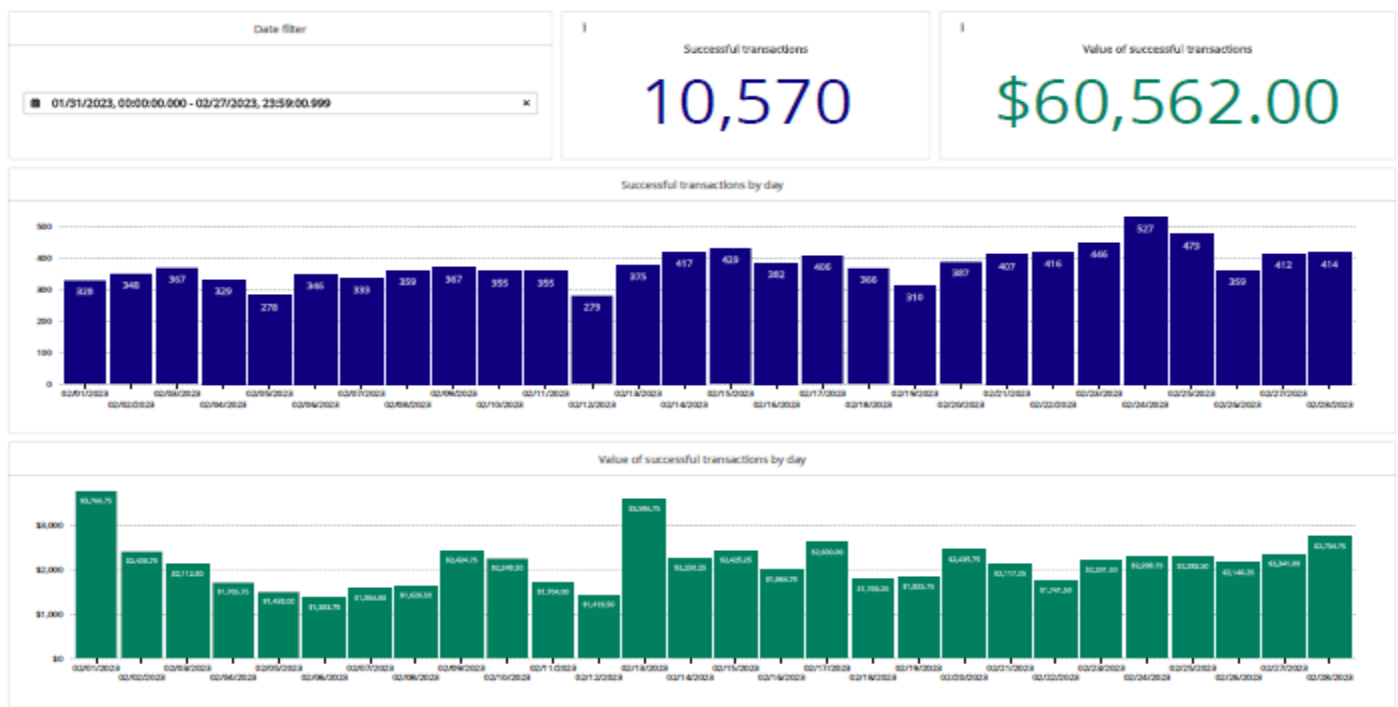
The party will be held April 22, 2023 at the Hotel Colorado, Glenwood Springs, from 6:00 p.m. – 11:30 p.m.



**RFTA Mobile Fare Payment App:** From November 1, 2022 through February 28, 2023, there have been 7,569 accounts created on RFTA’s Mobile Fare Payment App. During the month of February 2023, there were 10,570 successful transactions made on the App, generating \$60,562 in fare revenue. In addition, 54,053 rides were taken in February using the App and 1,514 new accounts were created (blue bars = transactions/day and green bars = revenue/day).

### Prepaid ticket sales

This dashboard shows a high level summary of prepaid ticket sales for the selected time period (use the date filter to change the date range required).



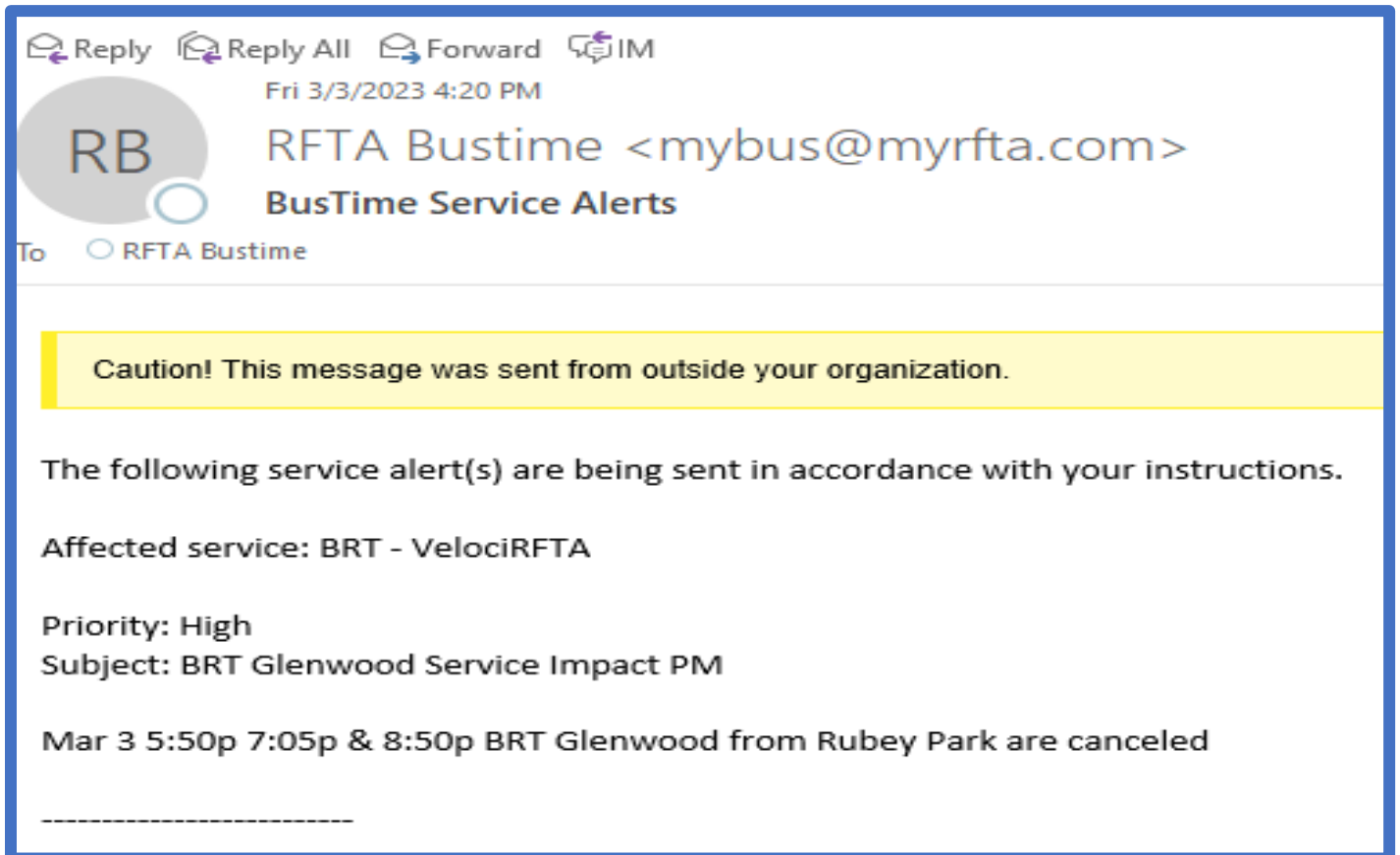
**COO Update – March 2023**

**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, 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 could 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 as of March 3, 2023 was 99%. This 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 or delayed, RFTA Bustime Service Alerts (see below) are sent out via texts and/or e-mails for those who have subscribed to receive them.

Staff is evaluating what further options are available to address the staffing shortage, including the possibility of service reductions. Currently, Sundays and Tuesdays see the highest number of service cancelations, mostly affecting skier services. In total, over the month of February, 1.63% of all RFTA scheduled services were canceled primarily due to the underlying staffing shortage, which was compounded by Bus Operator absences (The top chart on following page provides a summary of the number of trips that were cancelled by route during February. The chart below it provides detail regarding the number of daily absences among Bus Operators during the report period 2/9 – 3/2).



Average Missed Trips Summary

Missed trips per day with calculated totals

Service Code	Route	Total Scheduled Trips	Total Missed Trips	Total % Missed Trips	# Days	Scheduled Trips/Day	Avg Missed Trips/Day
COA	Aspen Highlands Direct	1,232	119	9.66%	28	44	4.25
COA	Cross Town	1,713	158	9.22%	28	61	5.64
ASC	Flyer	416	36	8.65%	8	52	4.50
RFV	VelocIRFTA	3,641	102	2.80%	28	130	3.64
ASC	Snowmass/Aspen Ski	3,236	83	2.56%	28	116	2.96
ASC	Aspen Highlands Ski	1,456	37	2.54%	28	52	1.32
COA	Galena Street	2,968	59	1.99%	28	106	2.11
RFV	Snowmass/Aspen	1,932	21	1.09%	28	69	0.75
COA	Burlingame	1,960	14	0.71%	28	70	0.50
COA	Castle Maroon	3,352	19	0.57%	28	120	0.68
HOGBACK	Hogback	1,232	5	0.41%	28	44	0.18
ASC	Buttermilk	1,988	8	0.40%	28	71	0.29
RFV	Local Valley	2,296	9	0.39%	28	82	0.32
RFV	Snowmass-Valley	336	1	0.30%	28	12	0.04
COA	Mountain Valley	2,184	5	0.23%	28	78	0.18
COA	Hunter Creek	3,332	6	0.18%	28	119	0.21
COA	Cemetery Lane	2,184	2	0.09%	28	78	0.07
CC	Carbondale Circulator	3,640			28	130	
RFV	Snowmass/Intercept	812			28	29	
RFV	Woody Creek	700			28	25	
RGS	Ride Glenwood	1,400			28	50	
		<b>42,010</b>	<b>684</b>	<b>1.63%</b>	<b>568</b>	<b>1,537</b>	<b>1.20</b>

Operations Absences - Last 30 Days

OPS Absence Tracking, 3/1/2023 8:23 PM

Date	Day of Week	Sick	FMLA	Jury	Med	MissOut	Pers	WCMP	Other	Susp	PAL	Total
03/02/2023	Thu	2	2	0	0	0	0	0	0	0	0	4
03/01/2023	Wed	8	2	0	0	0	0	0	0	0	0	10
02/28/2023	Tue	6	3	0	0	0	0	0	1	0	0	10
02/27/2023	Mon	5	2	0	0	0	0	0	1	0	0	8
02/26/2023	Sun	8	2	0	0	0	0	0	2	0	0	12
02/25/2023	Sat	7	1	0	0	0	0	0	0	0	0	8
02/24/2023	Fri	4	1	0	0	0	0	0	0	0	0	5
02/23/2023	Thu	3	3	0	0	0	0	0	1	0	0	7
02/22/2023	Wed	3	3	0	0	0	0	0	0	0	0	6
02/21/2023	Tue	4	2	0	0	0	0	0	1	0	0	7
02/20/2023	Mon	6	2	0	0	0	0	0	2	0	0	10
02/19/2023	Sun	5	2	0	0	0	0	0	0	0	0	7
02/18/2023	Sat	4	1	0	0	0	0	0	0	0	0	5
02/17/2023	Fri	2	1	0	0	0	0	0	2	0	0	5
02/16/2023	Thu	5	3	0	0	0	0	0	2	0	0	10
02/15/2023	Wed	8	3	0	0	0	0	0	0	0	0	11
02/14/2023	Tue	6	2	0	0	0	0	0	0	0	0	8
02/13/2023	Mon	7	2	0	0	0	0	0	0	0	0	9
02/12/2023	Sun	5	1	0	0	0	0	0	0	0	0	6
02/11/2023	Sat	6	0	0	0	0	0	0	0	0	0	6
02/10/2023	Fri	6	0	0	0	0	0	0	0	0	0	6
02/09/2023	Thu	6	2	0	0	0	0	0	0	0	0	8

## 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: Mar. 2023
<ul style="list-style-type: none"> <li>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.</li> </ul>		<ul style="list-style-type: none"> <li>8 Diesel scheduled for delivery early February 2023. This delivery has been delayed due to seating issues that need resolved. Delivery should resume in March.</li> <li>10 CNG scheduled for delivery May 2023</li> </ul>

### E2 - Bike Share Expansion

2023 Capital Budget: \$2,064,858	%Complete: 100%	Last Updated: Mar. 2023
<ul style="list-style-type: none"> <li>Regional Bikeshare MOU executed by all 7 jurisdictional partners and RFTA as of January 25, 2023. In 2023, bikeshare expansion will occur in Aspen, the Mid-Valley, and Carbondale. Planning for a 2025 implementation will be undertaken in Glenwood Springs.</li> <li>The 2023 RFTA budget includes the following WE-Cycle bikeshare items: 1) \$1.4 million in contributions for annual ongoing operating costs, (indirect and direct operations funding, planning funding, and startup operations) which are reflected in RFTA Administrative costs; 2) \$787,000 for capital, startup equipment, and capital replacement costs, which are included in Capital outlay and 3) \$736,000 in Local Government Contributions from the EOTC and member contributions.</li> <li>Overall, RFTA’s share of the 2023 Regional Bikeshare Operations and Capital Financing Plan is estimated to be \$2,064,858. However, because RFTA made the 50% deposit (\$556,361) on 2023 bikeshare capital equipment that was ordered last year (approved August, 2022 in Resolution 2022 – 16), RFTA’s net cash contribution in 2023 for the Bikeshare Operations and Capital Financing Plan is estimated to be approximately \$1.5 million.</li> <li>RFTA will need to appropriate funding for the deposit on equipment that will be ordered in 2024 later this year.</li> </ul>		<ul style="list-style-type: none"> <li>Kick off meeting occurred early February for various 2023 work plan items.</li> <li>WE-cycle update planned for May 2023 RFTA Board meeting.</li> </ul>

### 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"> <li>2022 Budget includes funding to purchase 5 expansion low floor clean diesel buses.</li> </ul>		<ul style="list-style-type: none"> <li>5 Diesel scheduled for delivery May 2023</li> </ul>

**C13 – Town of Snowmass Village Transit Center**

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

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

2023 Budget: \$3,800,392	% Complete: 30%	Last Updated: Mar. 2023
<ul style="list-style-type: none"> <li>In 2023 RFTA staff plan to contract with a construction team and begin construction of the 27<sup>th</sup> Street and SH-82 Underpass in spring 2023.</li> </ul>		<ul style="list-style-type: none"> <li>Contract has been signed with Meyers and Sons and work is beginning on construction scheduling and traffic control plans.</li> <li>Construction scheduled for Spring 2023</li> </ul>

**S4 - Buttermilk Underpass**

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

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

2022 Budget: \$28,246,556	% Complete: 30%	Last Updated: Mar. 2023
<ul style="list-style-type: none"> <li>Construction funding for phases 3,4,5,7 has been appropriated in 2023 Annual Budget.</li> <li>Design funding for Phase 6 has been appropriated in 2023 Annual Budget.</li> </ul>		<p>Phase 3,4,5,7</p> <ul style="list-style-type: none"> <li>Construction to resume in March</li> </ul> <p>Phase 6 (Transit Center and Operations Center)</p> <ul style="list-style-type: none"> <li>Currently reviewing qualifications for design services. Short list of firms will be asked to provide proposals for design services.</li> </ul>

### S10 - Replacement Housing

2022 Budget: \$50,000	% Complete: 10%	Last Updated: Mar. 2023
<ul style="list-style-type: none"><li>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.</li></ul>		<ul style="list-style-type: none"><li>RFTA staff have released RFP for services and currently awaiting proposals.</li></ul>

#### Planning Department Update, March 2023 – *David Johnson, Director of Planning*

Please see the click on the links: "[03-09-2023 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	December YTD (as of 3/3/2023)		
General Fund	Preliminary Actuals (1)	Amended Budget (2)	% Var.
<b>Revenues</b>			
Sales and Use tax (3)	\$ 39,671,939	\$ 36,681,900	8.2%
Property Tax	\$ 12,390,218	\$ 11,876,000	4.3%
Grants	\$ 8,872,682	\$ 8,872,683	0.0%
Fares	\$ 4,537,700	\$ 4,108,500	10.4%
Other govt contributions	\$ 891,159	\$ 966,159	-7.8%
Other income (4)	\$ 2,132,156	\$ 1,451,380	46.9%
<b>Total Revenues</b>	<b>\$ 68,495,854</b>	<b>\$ 63,956,622</b>	7.1%
<b>Expenditures</b>			
Fuel (5)	\$ 1,591,334	\$ 2,160,194	-26.3%
Transit (6)	\$ 31,819,212	\$ 35,840,832	-11.2%
Trails & Corridor Mgmt	\$ 691,094	\$ 896,000	-22.9%
Capital	\$ 11,150,665	\$ 12,396,420	-10.0%
Debt service	\$ 1,529,737	\$ 1,529,984	0.0%
<b>Total Expenditures</b>	<b>\$ 46,782,042</b>	<b>\$ 52,823,430</b>	-11.4%
<b>Other Financing Sources/Uses</b>			
Other financing sources	\$ 16,952	\$ -	#DIV/0!
Other financing uses	\$ (4,719,867)	\$ (4,916,459)	-4.0%
<b>Total Other Financing Sources/Uses</b>	<b>\$ (4,702,915)</b>	<b>\$ (4,916,459)</b>	-4.3%
<b>Change in Fund Balance (7)</b>	<b>\$ 17,010,898</b>	<b>\$ 6,216,733</b>	173.6%

- (1) These amounts are unaudited and may change as a result from any year-end adjustments during the audit preparations.
- (2) Reflects Supplemental Budget Appropriation Resolution 2023-06
- (3) In 2023, Sales and Use Tax Revenues were better than anticipated.
- (4) Other income has increased due to increased interest rates.
- (5) The significant savings is primary attributable to lower service levels than originally estimated and the Alternative Fuel Excise Tax Credit (CNG) in 2022 of approximately \$267,000.
- (6) Savings is primarily due to lower than anticipated actual service levels and unfilled job positions.
- (7) The unaudited surplus exceeds budget.



**2023 Actuals/Budget Comparison (January YTD)**

2023 Budget Year				
General Fund	January YTD			
	Actual	Budget	% Var.	Annual Budget
<b>Revenues</b>				
Sales and Use tax (1)	\$ -	\$ -	#DIV/0!	\$ 36,813,900
Property Tax	\$ -	\$ -	#DIV/0!	\$ 11,843,939
Grants	\$ -	\$ -	#DIV/0!	\$ 8,422,146
Fares (2)	\$ 286,671	\$ 270,467	6.0%	\$ 4,243,700
Other govt contributions	\$ 3,333	\$ 3,333	0.0%	\$ 1,446,142
Other income	\$ 460,845	\$ 446,404	3.2%	\$ 1,406,600
<b>Total Revenues</b>	<b>\$ 750,850</b>	<b>\$ 720,204</b>	<b>4.3%</b>	<b>\$ 64,176,427</b>
<b>Expenditures</b>				
Fuel	\$ 104,900	\$ 196,949	-46.7%	\$ 2,579,765
Transit	\$ 3,683,363	\$ 4,124,555	-10.7%	\$ 39,339,269
Trails & Corridor Mgmt	\$ 31,414	\$ 38,495	-18.4%	\$ 944,890
Capital	\$ 234,601	\$ 29,406	697.8%	\$ 19,858,094
Debt service	\$ 211,360	\$ 211,360	0.0%	\$ 1,900,833
<b>Total Expenditures</b>	<b>\$ 4,265,638</b>	<b>\$ 4,600,765</b>	<b>-7.3%</b>	<b>\$ 64,622,851</b>
<b>Other Financing Sources/Uses</b>				
Other financing sources	\$ -	\$ -	#DIV/0!	\$ -
Other financing uses	\$ (478,791)	\$ (478,791)	0.0%	\$ (5,179,954)
<b>Total Other Financing Sources/Uses</b>	<b>\$ (478,791)</b>	<b>\$ (478,791)</b>	<b>0.0%</b>	<b>\$ (5,179,954)</b>
<b>Change in Fund Balance (3)</b>	<b>\$ (3,993,579)</b>	<b>\$ (4,359,352)</b>	<b>-8.4%</b>	<b>\$ (5,626,378)</b>

- (1) Sales and Use Tax Revenues are received 2 months in arrears (i.e. January sales and use tax revenue will be deposited in March).
- (2) Through January, fare revenue and ridership are increased by 1% and 35%, respectively, compared to the prior year. The average sale per transaction was approximately \$14.50 in January 2022 compared to \$8.75 in January 2023. The primary driver for this decrease is due to Mobile App functionalities (i.e. one -way purchases) as compared to only offering Stored Value Card purchases at the Ticket Vending Machines. The chart below provides a YTD January 2022/2023 comparison of actual fare revenues and ridership on RFTA regional services:

<b>Fare Revenue:</b>	<b>YTD 1/2022</b>	<b>YTD 1/2023</b>	<b>Increase/ (Decrease)</b>	<b>% Change</b>
Regional Fares	\$ 273,342	\$ 276,947	\$ 3,605	1%
<b>Total Fare Revenue</b>	<b>\$ 273,342</b>	<b>\$ 276,947</b>	<b>\$ 3,605</b>	<b>1%</b>
<b>Ridership on RFTA Regional Services*:</b>				
Highway 82 (Local & Express)	62,729	79,294	16,565	26%
BRT	80,083	113,024	32,941	41%
SM-DV	11,345	14,873	3,528	31%
Grand Hogback	10,128	14,873	4,745	47%
<b>Total Ridership on RFTA Fare Services</b>	<b>164,285</b>	<b>222,064</b>	<b>57,779</b>	<b>35%</b>
Avg. Fare/Ride	\$ 1.66	\$ 1.25	\$ (0.42)	-25%

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



RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage January YTD				Hours January YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	358,559	364,224	(5,665)	-1.6%	16,877	17,131	(254)	-1.5%
City of Aspen	55,082	57,730	(2,648)	-4.6%	6,408	6,562	(154)	-2.3%
Aspen Skiing Company	65,353	65,790	(437)	-0.7%	4,688	4,874	(186)	-3.8%
Ride Glenwood Springs	9,583	10,101	(518)	-5.1%	844	862	(18)	-2.1%
Grand Hogback	35,244	35,286	(42)	-0.1%	1,653	1,652	1	0.1%
Specials/Charters	1,948	3,750	(1,802)	-48.1%	327	279	48	17.0%
Senior Van	854	673	181	26.9%	110	200	(89)	-44.6%
<b>Subtotal - Transit Service</b>	<b>526,624</b>	<b>537,555</b>	<b>(10,931)</b>	<b>-2.0%</b>	<b>30,908</b>	<b>31,561</b>	<b>(652)</b>	<b>-2.1%</b>
Training & Other	1,473	4,420	(2,947)	-66.7%	2,029	3,243	(1,214)	-37.4%
<b>Total Transit Service, Training &amp; Other</b>	<b>528,097</b>	<b>541,975</b>	<b>(13,878)</b>	<b>-2.6%</b>	<b>32,938</b>	<b>34,804</b>	<b>(1,866)</b>	<b>-5.4%</b>

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report				
Service	Jan-22	Jan-23	#	%
	YTD	YTD	Variance	Variance
City of Aspen	119,557	139,450	19,893	16.64%
RF Valley Commuter	218,176	292,061	73,885	33.86%
Grand Hogback	10,128	14,873	4,745	46.85%
Aspen Skiing Company	103,047	146,756	43,709	42.42%
Ride Glenwood Springs	15,162	21,191	6,029	39.76%
X-games/Charter	10,732	7,304	(3,428)	-31.94%
MAA Burlingame	-	-	-	#DIV/0!
Maroon Bells	-	-	-	#DIV/0!
Senior Van	33	130	97	293.94%
<b>Total</b>	<b>476,835</b>	<b>621,765</b>	<b>144,930</b>	<b>30.39%</b>
<b>Subset of Roaring Fork Valley Commuter Service with BRT in 2022</b>				
Service	YTD Jan 2022	YTD Jan 2023	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	62,729	79,294	16,565	26.41%
BRT	80,083	113,024	32,941	41.13%

### 2022 Financial Statement Audit – Schedule

Date	Activity	Status
5/1/2023 – 5/5/2023	Start of Audit – auditors conducting onsite fieldwork	<i>On schedule</i>
Mid-June	During this period, staff anticipates that the Audit Report will be reviewed by the <b>RFTA Board Audit Subcommittee</b> . A meeting will be held at a RFTA office in Carbondale between the Audit Subcommittee, the auditor and staff to discuss the audit in detail.	<i>Email will be sent to Audit Subcommittee to establish date &amp; location of meeting.</i>
7/7/2023	Final Audit Report to be distributed to RFTA Board with July Board Packet	<i>On schedule</i>
7/13/2023	Presentation of Final Audit Report at RFTA Board Meeting by Auditor	<i>On schedule</i>

McMahan & Associates, LLC will conduct the 2022 financial statement audit.

**At this time, staff requests that the RFTA Board confirm the Board members who will serve on the Audit Subcommittee (see below for list of members).** Staff will correspond via email with the Subcommittee to establish the date and location of the meeting which is expected to be held during the second half of June before the July Board meeting where the final audit report will be presented to the RFTA Board.

Prior Year's Audit Subcommittee Members:

1. **Ward Hauenstein**, RFTA board member,
2. **Alyssa Schenk**, RFTA board member, and
3. **Jill Klosterman**, independent financial expert and Eagle County Chief Financial Officer
4. **Ann Driggers**, independent financial expert and Pitkin County Chief Financial and Administrative Officer, Treasurer/Public Trustee

Anticipated guests include:

1. **Paul Backes**, CPA and Partner at McMahan & Associates, LLC (external auditor)
2. **Dan Blankenship**, RFTA CEO
3. **Kurt Ravenschlag**, RFTA COO
4. **Michael Yang**, RFTA CFAO
5. **Paul Hamilton**, RFTA Director of Finance
6. **David Carle**, Budget Manager
7. **Viktoria Vadenyuk**, Accounting Manager

Background: The Audit Subcommittee was created in 2011 and has been comprised of at least two members of the RFTA Board and at least one independent financial expert. Since then, the subcommittee has met annually to review and discuss the prior year's audit report with the external auditor and RFTA staff to gain a better understanding RFTA's financial condition. Afterwards, the subcommittee would provide a summary report of the meeting to the RFTA Board as part of the presentation of the audit at the July Board meeting.

Audit Subcommittee Meeting Expectations: An agenda will be set forth by the subcommittee. The draft version of the audit report will be made available to the subcommittee prior to the meeting. The external auditor will present the audit report to the subcommittee and answer questions related to the report and audit process. RFTA staff will also be available answer questions. In addition, the meeting will allow time for the subcommittee to discuss the audit report without RFTA staff present.

## 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 this 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, 03/09/2023 (ongoing)
- At the February 9, 2023 Board meeting, staff sought and received Board approval for a new railroad management process. (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 Mr. Taddune and the rail attorneys on several ditch concerns, and determine a path to finalize agreements involving property boundary disputes. (ongoing)

### Land Use Applications:

#### ***Railroad Items:***

- CEC Items mailed to GOCO 02/17/2023
- Working with Mr. Taddune on outstanding corridor issues
- Met with Rail Attorney's on 02/14/2023, received update on outstanding items
- PUC application with Town of Carbondale
- Rail Car letters
- Sent documentation for Hooks Encroachments

#### ***Land Use:***

- Current Applications:
  - Holy Cross Fiber Project- Waiting on as-builts
  - Pitkin County Gerbaz Bridge- Geo Tech comments sent to Pitkin County

#### ***Outstanding Applications:***

- Cedar Networks- waiting for revised plans on bringing pole into compliance, need fee structure approved before they will sign license

- Black Hills-Received comments from Rail Attorney, send revised license to Black Hills for review
- **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. On hold.
- **Rail Salvage Project** – Staff has been tasked with developing a statement of work for, and removal of all rail between 8<sup>th</sup> Street and 23<sup>rd</sup> 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. This issue was discussed with the RFTA Board at the February 9 Board meeting.***
- **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 take over management of the MVTC effective 01/01/23. Staff is working with the committee to implement new policies and procedures for the MVTC and added 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, 2<sup>nd</sup> Floor conference room, Basalt, CO. The public is welcome and encouraged to participate in this meeting. (ongoing)



## **Rio Grande Trail Manager Report – Brett Meredith**

- 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 the snow 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 few 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
  
- 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
      - Coordination with Pitkin County is ongoing, as they are a partner
    - ❖ Roaring Fork Bridge: Repair work is being designed and will hopefully begin in ‘23
  - 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