

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

TIME: 8:30 a.m. – 11:00 a.m., Thursday, April 13, 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 on the Board Meeting page.

(This Agenda may change before the meeting)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	8:30 a.m.
2	Executive Session:			8:32 a.m.
	A. Paul Taddune, General Counsel: Two (2) Matters: 1) Pursuant to C.R.S. 24-6-402 4(b) and (e) (I): Conferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions (employee housing issues and legislative clarifications and initiatives); and 2) Pursuant to C.R.S. 24-6-402 (e) (I) and (f): Personnel matters: Succession Planning.	3.5.2.B.	Executive Session	
3	Approval of Minutes: RFTA Board Meeting March 9, 2023, pg. 4		Approve	9:15 a.m.
4	Public Comment: Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person)		Public Input	9:17 a.m.
5	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	9:20 a.m.
6	Consent Agenda			9:25 a.m.
	A. Resolution 2023-11: Appointing Members to the Mid-Valley Trails Committee – Angela Henderson, Assistant Director, Project Management & Facilities Operations, page 18	4.2.5	Approve	
7	Presentations/Action Items:			
	A. RFTA Climate Action Plan (CAP) – Evan Murphy, Gannet Fleming Inc., and Jason White, Assistant Planner, page 22	1.6	Discussion /Direction	9:30 a.m.
	B. Update Regarding 27 th Street Pedestrian Underpass Project – Ben Ludlow, Interim Senior Project Manager, page 24	1.3	Discussion	10:10 a.m.
8	Public Hearing:			
	A. Second 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, page 25	4.3.2	Discussion /Direction	10:30 a.m.
	(Agenda Continued on Next Page)			

	Agenda Item	Policy	Purpose	Est. Time
9	Board Governance Process:			
	A. RFTA Board Strategic Planning Retreat – David Johnson, Director of Planning, <i>page 27</i>	3.2.3	Direction	10:40 a.m.
10	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, <i>page 29</i>	2.8.6	FYI	10:45 a.m.
11	Issues to be Considered at Next Meeting:			
	To Be Determined at April 9, 2023 Board Meeting	4.3	Meeting Planning	10:50 a.m.
12	Next Meeting: 8:30 a.m. – 11:30 a.m., May 11, 2023, In- person at Carbondale Town Hall or via Webex Teleconference (Details to be provided later)	4.3	Meeting Planning	10:55 a.m.
13	Adjournment:		Adjourn	11:00 a.m.

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

Board Members Present:

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

Voting Alternates Present:

Ward Hauenstein (City of Aspen); Shelley Kaup (City of Glenwood Springs)

Non-Voting Alternates Present:

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

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); Gail Schwartz, (President of Habitat for Humanity Roaring Fork Valley); and David Myler, West Mountain Regional Housing Coalition.

Agenda

1. Call to Order/Roll Call:

Jeanne McQueeney called the RFTA Board of Directors to order at 8:33 a.m. McQueeney declared a quorum to be present (8-member jurisdictions present) and the March 9, 2023, RFTA Board of Directors meeting began at 8:34 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.**

Greg Poschman moved to adjourn from the Regular Board Meeting into the Executive Session and Shelley Kaup seconded the motion. The motion was unanimously approved. Executive Session began at 8:35 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

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

No action was taken during the Executive Session, which adjourned at 9:28 a.m.

3. Approval of Minutes:

Riddile moved to approve the February 9, 2023, Board Meeting Minutes, and Poschman 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 March 9, 2023, Board Agenda.

No members of the public had any comments.

McQueeney closed Public Comments at 9:30 a.m.

5. Items Added to Agenda – Board Member Comments:

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

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

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

Riddile stated that one of his neighbors is a RFTA bus operator and she expressed her thanks for all of the extra benefits that she receives from RFTA.

Francie Jacober stated that she rode a RFTA bus one day and there were so many people on the bus that there were passengers standing in the stairwell in order to be on the bus. The driver was one of the best drivers she has ever had the pleasure of riding with, the ride was smooth and enjoyable.

Ward Hauenstein has concerns about the current service cut-backs. When RFTA has service cut-backs it reflects poorly on RFTA. However, he understands the current situation that there is a shortage of bus operators due to lack of housing and other issues. He would like to see RFTA offer fare-free service someday, but understands that everything has to align in order to offer fare-free service.

Bohmfalk stated that the I-70 corridor sub-committee will be speaking with the Western Garfield County towns; Town of Rifle, Town of Silt, Town of Parachute. RFTA will reach out to the Colorado Department of Transportation (CDOT) to look at data and issues to help get these communities more involved with RFTA.

Alyssa Shenk expressed her concern that with crowding on the buses, bus operators in Snowmass Village are letting passengers off in the middle of the road. She is not sure if it is just because of the timing of buses at the bus stops, however, it seems that it is a major safety concern for passengers. She is not sure how long it has been going on, however, quite a few passengers are getting off the buses in the middle of the road.

Poschman informed Dan Blankenship that many of the passengers, when getting off the bus, have been saying "Thank You" to the bus drivers. It makes him feel good that passengers are conveying their appreciation to the drivers and hopes that it makes a positive difference to the bus operators.

McQueeney closed Board Comments at 9:42 a.m.

CEO Employment Agreement: McQueeney stated that as a follow-up to the Executive Session, a motion was needed to extend the CEO employment agreement for an additional year, through 2024, with the possibility of additional service in some form or another beyond that.

Poschman moved to extend Dan Blankenship's, CEO, employment contract for an additional year, to include the year 2024, subject to the return of the appropriate amendment extending the contract from 2023 to 2024, and Hauenstein seconded the motion. The motion was unanimously approved.

6. Consent Agenda:

A. Resolution 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

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.

RFTA will be requesting the following Grant funds:

- RTC Phase 6B (Administration and Operations Center)
 - Federal Funds \$10,782,005
 - Local Match \$3,594,002
- RTC Phase 8 (Climate Controlled Equipment Storage)
 - Federal Funds \$6,528,469
 - Local Match \$2,176,156
- Replacement of Ten (10) 40-ft Buses with ZEBs
 - Federal Funds \$10,813,568
 - Local Match \$3,604,523

Pending a full grant award of \$28,124,042 (75%). RFTA would contribute a local cash match of \$9,374,681 (20%).

Bohmfolk moved to approve Resolution 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), and Poschman seconded the motion. The motion was unanimously approved.

B. Resolution 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

The Rosebud Trailhead, a popular trailhead that bicyclists and pedestrians use to access the Rio Grande Trail has never been renovated or updated. The trailhead parking area will be repaved and striped, and the surrounding area will be re-landscaped, and site amenities will be replaced and updated.

The total project will cost approximately \$1 million. RFTA will request \$500,000 in TAP Grant funds and, with Board approval, commit \$500,000 in local matching funds.

Bohmfolk moved to approve Resolution 2023-06: Resolution Supporting the Grant Application for the Transportation Alternatives Program (TAP) to Renovate the Rosebud Trailhead and Parking Area and Poschman seconded the motion. The motion was unanimously approved.

C. Resolution 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

The Roaring Fork Bridge was constructed in 1943, and 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:

- Mitigate and repair Pier 3 rotation/settlement.
- Repair bent anchor bolts at P4.
- Repair/mitigate abutment, wingwall, and retaining wall.
- Fill slopes to mitigate future erosion and backfill migration.
- Install anti-vandalism elements to deter climbing on bridge.
- Replace deteriorated transverse timber planks.
- Remove Pier 3 channel debris.
- Remove debris and vegetation around bridge superstructure and substructure.

The approximate cost to rehabilitate the bridge is \$800,000. RFTA will request \$400,000 in TAP funds, and with Board approval, commit \$400,000 in local matching funds.

Bohmfolk moved to approve Resolution 2023-07: Resolution Supporting the Grant Application for the Transportation Alternatives Program (TAP) for Rehabilitation of the Roaring Fork Bridge, and Poschman seconded the motion. The motion was unanimously approved.

D. Resolution 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

Approximately \$392,000 has been added as a placeholder for the annual lease payment for this project. 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.

Staff will utilize RFTA's existing Master Equipment Lease/Purchase Agreement (MELPA) with Banc of America Public Capital Corp. (BAPCC) to lease these buses.

The lease purchase financing terms are:

- Amount: approximately \$3,465,770
- Tax-exempt Rate: 3.8880%
- Term: 12 Years
- Payments: Semi-Annual (October 1 and April 1)
- Estimated annual lease payment: \$363,300

All lease proceeds will be deposited into an Escrow Fund and will be disbursed when each bus has been delivered and accepted.

Bohmfolk moved to approve Resolution 2023-08: A Resolution to Authorize the CEO to Enter into a Lease Purchase Financing Agreement for the Purchase of 6 Diesel Buses, and Poschman seconded the motion. The motion was unanimously approved.

E. General Executive Constraint Policy 2.0 Certification – Dan Blankenship, CEO

The RFTA Board adopted a Governance Policy Manual on July 16, 2003 that requires the CEO to periodically certify compliance with Board policies. The RFTA Board amended policy 2.0 – General Executive Constraint by Resolution No. 2014-15 on September 11, 2014.

The 2021 schedule for monitoring CEO performance requires the CEO to submit an annual monitoring report to the Board regarding General Executive Constraint – Policy 2.0 in February 2022.

Dan Blankenship, CEO is reporting Compliance on Policy 2.0 – General Executive Constraint.

Bohmfolk moved to approve the General Executive Constraint Policy 2.0 Certification, and Poschman seconded the motion. The motion was unanimously approved.

F. Treatment of the Public Policy 2.1 Certification – Dan Blankenship, CEO

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. The Board amended policy 2.1 – Treatment of the Public on September 11, 2014.

The schedule for monitoring CEO performance requires the CEO to submit a monitoring report to the Board regarding Treatment of the Public – Policy 2.1, on an annual basis. This report is due in February each year. The RFTA Board is being made aware of staff's plan to eliminate the \$2 fee for loading bicycles on buses.

Dan Blankenship is reporting Compliance on Policy 2.1 – Treatment of the Public.

Bohmfolk moved to approve the Treatment of the Public Policy 2.1 Certification, and Poschman seconded the motion. The motion was unanimously approved.

7. Presentations/Action Items Agenda:

A. RFTA Climate Action Plan (CAP) Update – Jason White, RFTA Assistant Planner and Wes Maurer, AICP, Gannett Fleming

The RFTA Climate Action Plan (CAP) Update was removed from the Agenda, this item will be presented at the April 13, 2023 Board Meeting.

B. West Mountain Regional Housing Coalition (WMR) – David Myler, Myler Law P.C.

Gail Schwartz, President, Habitat for Humanity Roaring Fork Valley (HFH), provided an update regarding the activities of HFH. She stated that HFH hoped to have a partnership with RFTA at some point in the future. HFH has been working in the valley for 22 years and, so far, has constructed 60 homes. Basalt Vista (a 27-home project) is a net zero show case of what the potential is for affordable housing in the future, representing a partnership between HFH, Pitkin County, the Roaring Fork School District, and Holy Cross. She provided an overview of the next net-zero affordable housing project in Rifle, that will be located behind Rib City, a portion of which will be dedicated to older citizens. Also, HFH will be working on an 18-unit project in partnership with Glenwood Springs for employees who work in the City.

Schwartz stated that there is a 4,000 to 5,000 deficit in affordable housing throughout the region. HFH is working aggressively to create partnerships to address this affordable housing shortfall. She also discussed the plan for HFH to construct modular housing at a plant in Rifle. Within three years, HFH hopes to be constructing over 100 homes per year. To begin addressing the deficit of housing, she invited the Board to attend the “Solving the Housing Crisis: A Regional Summit on Equitable Solutions” at Aspen Meadows on March 22nd.

Riddile questioned if the employee has to work in the same town as where the house is. Is there a process to check if they have changed jobs?

Gail responded that HFH does not want to have to monitor those who are utilizing the program, there could be a significant number of people utilizing it, and monitoring everyone could get overwhelming. HFH will have to rely on these individuals to be honest to keep their job information up-to-date.

Kane stated that housing has been an enormous gift to the community, especially for the teachers in the valley.

Following Schwartz’s presentation, Myler addressed the Board stating that WMR is facilitating the development of affordable housing opportunities for people who have a variety of housing needs and incomes. RFTA houses approximately 75 employees in RFTA, local government, and free market housing located in Aspen, Snowmass Village, Carbondale, and Glenwood Springs.

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. RFTA will continue to need to secure an adequate supply of short-term (i.e. 1-3+ years) housing for its employees. 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).

West Mountain Regional Housing Coalition (WMR) is working, along with its jurisdictional members; City of Glenwood Springs, Town of Carbondale, Town of Basalt, Town of Snowmass Village, City of

Aspen, Eagle County, Pitkin County, and Colorado Mountain Local College District (7 of which are also members of RFTA), to facilitate and develop programs aimed at increasing the availability and accessibility of affordable community housing within Pitkin, Eagle, and Garfield Counties.

David Myler stated the Purpose and Mission of the West Mountain Regional Housing Coalition (WMR).

Purpose

The Coalition believes that a regional approach that leverages the skills and resources of our communities is the foundation to increasing affordable housing.

Mission

Increase the availability and accessibility of affordable community housing within Pitkin, Eagle, and Garfield Counties, including but not limited to workforce, senior, supportive, and other housing needs that arise.

The WMR will facilitate the development and operation of the following programs:

Buy Down

The Coalition will purchase or facilitate the purchase of existing housing units, subject them to restrictions that limit ownership to qualified working residents with income limits and limits on appreciation intended to assure long-term affordability. Qualified residents will include individuals with incomes between 80% and 200% of the Area Median Income.

Land Use Codes

The Coalition will research and propose revisions to the land use codes of its members projected to reduce job-generating growth, require adequate affordable housing mitigation for new land developments, and to streamline the land use approval process as applied to the development of affordable housing.

Land Banking

The Coalition will organize and implement a program to provide appropriate sites for the future development of affordable housing.

Regional Partnerships

The Coalition will organize and develop partnerships with local governments, employers, and supporters of affordable housing to develop for sale and/or rental projects within the region. The Coalition does not plan to be the developer or operator of these housing projects, but will organize and facilitate such development and operation and will organize and/or provide necessary funding.

Funding

- Current members have collectively contributed \$80,000 to fund grant match requirements and to retain consultants. The budget for 2023 will require additional contributions from members.
- The Coalition has and expects to obtain substantial grants from the Colorado Department of Local Affairs (DOLA), the Colorado Housing and Finance Authority (CHFA), and other sources in 2022 and 2023.
- The Coalition is researching and evaluating long-term funding sources including state and federal grants, tax-deductible contributions from foundations and individual supporters, and the creation of the Workforce Housing Investment Trust. The Trust will be funded by

employers in the region. The Trust will provide those employers with the opportunity to annually invest in the production of workforce housing - not for profit - but to increase the access to affordable workforce housing for their employees. The annual employer contribution will be leveraged to support Coalition debt that will fund the programs described above

The Board may want to consider whether there is any opportunity or desire for RFTA to support WMR's efforts in some fashion. RFTA will be a consultant to make sure that the houses are in areas where bus stops are close.

Francie Jacober asked that in the buy-down program, when a person moves out of the valley, what happens to the house.

Myler responded that when a person moves out of a deed restricted unit, it will go up for sale, and will have the same restrictions, the person who purchases the property must reside in the geographical area.

Bohmfolk stated that the Town of Carbondale is big in wanting to get this up and going and has put a great deal of faith in this. He encourages RFTA to become a member of the Coalition. This possibly could be a topic for discussion at the RFTA Board Retreat.

8. Public Hearing:

A. Resolution 2023-09: 2022 Supplemental Budget Appropriations – Michael Yang, CFAO

General Fund:

- 1. Bus Replacements and Expansion:**
 - a. (\$8,201,272) decrease in Grant Revenues
 - b. (\$3,669,760) decrease in Other Financing Sources
 - c. (\$14,561,300) decrease in Capital Outlay
- 2. Traveler Van Replacement:**
 - a. (\$72,160) decrease in Grant Revenues
 - b. (\$18,040) decrease in Other Government Contributions
 - c. (\$91,522) decrease in Capital Outlay
- 3. Battery Electric Bus On-Route Charger:**
 - a. (\$101,470) decrease in Grant Revenues
 - b. (\$63,419) decrease in Other Government Contributions
 - c. (\$598,461) decrease in Capital Outlay
- 4. Zero Emission Vehicle Roadmap:**
 - a. (\$75,620) decrease in Grant Revenues
 - b. (\$150,000) decrease in Capital Outlay
- 5. Wingo Bridge Rehabilitation:**
 - a. (\$123,422) decrease in Other Government Contributions
 - b. (\$246,107) decrease in Capital Outlay
- 6. Vehicle Maintenance Projects:**
 - a. (\$116,000) decrease in Capital Outlay
- 7. Support Vehicle Replacements and Expansion:**
 - a. (\$694,100) decrease in Capital Outlay
- 8. GMF Expansion Project – Phases 3, 4, 5, and 7:**
 - a. (\$33,879,371) decrease in Grant Revenues
 - b. (\$44,255,826) decrease in Capital Outlay

9. **GMF Expansion Project – Phase 6:**
 - a. (\$61,767) decrease in Capital Outlay
10. **27th 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

Series 2013B Debt Service Fund:

1. \$924 increase in Other Income
2. (\$924) decrease in Other Financing Sources

Series 2019 Debt Service Fund:

1. \$14,258 increase in Other Income
2. (\$14,258) decrease in Other Financing Sources

Series 2021A Debt Service Fund:

1. \$51,528 increase in Other Income
2. (\$51,528) decrease in Other Financing Sources

McQueeney asked if any member of the public would like to address the Board or make a comment regarding Resolution 2023-09: 2022 Supplemental Budget Appropriations.

No members of the public had any comments.

McQueeney closed Public Comments at 10:32 a.m.

Riddile moved to approve Resolution 2023-09: 2022 Supplemental Budget Appropriations and Kaup seconded the motion. The motion was unanimously approved.

B. Resolution 2023-10: 2023 Supplemental Budget Appropriations – Michael Yang, CFAO

All items from Resolution 2023-09: 2022 Supplemental Budget Appropriations are being appropriated in the 2023 Budget through Resolution 2023-10: 2023 Supplemental Budget Appropriations.

Budget amendments for new budget projects are:

New budget items:

- **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.
 - \$60,000 increase in Grant Revenues
 - \$21,000 increase in Capital Outlay
- **Operations Staffing:** The addition of one new Operations Manager, estimated cost to add this new position, with a position start date of April 1, 2023, is \$107,200. 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.
 - \$0.00 budget impact

Series 2021A Capital Project Fund:

- **Re-appropriation:** The following is a **carry-forward** from 2022 and re-appropriated to 2023:
 - \$18,837,972 increase in Capital
 - \$209,164 repurposed 27th Street Parking Expansion – Property Purchase savings to GMF Expansion Phases 3 & 7.
 - \$7,033 repurposed from Project Contingency to GMF Expansion Phases 3 & 7.

McQueeney asked if any member of the public would like to address the Board or make a comment regarding Resolution 2023-10: 2023 Supplemental Budget Appropriations.

No members of the public had any comments.

McQueeney closed Public Comments at 10:34 a.m.

Riddile moved to approve Resolution 2023-10: 2023 Supplemental Budget Appropriations and Kaup seconded the motion. The motion was unanimously approved.

C. First 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

Staff is recommending a slight change to the review process that has proven more effective in the past year. Previously, Farnsworth Group would provide a review estimate for the entire project, based on two reviews and receipt of the final documents from the Applicant, which the applicant would then pay upfront.

Staff has discovered that the review process is more complicated than originally anticipated and is recommending an update to the process to allow more flexibility in the process for staff and the applicant. Charging applicants by the hour for the review process, and invoicing them monthly, has proven more efficient and effective in managing the application process.

Staff has also added a pre-application process to allow potential users to meet with staff to discuss the application process, ask questions, and secure a better understanding of the application process.

Second revision -The initial ACP had an approved Fee Structure of To-Be-Determined (TBD). Staff has added a fee structure based on rates charged by other railroad entities. The new structure will be provided to the applicant up-front and provide uniformity in staff's approach to fee assessments.

The following are a few additions made to the ACP:

- Page 63 Form Index –
 - Added G-8
 - Added G-10
 - Added G-11
 - Added G-12
- Pages 76 to 79- Added Fee Structure
- Pages 80 to 81- Added G-10 Form
- Pages 82 to 83- Added G-11 Form
- Pages 84- Added G-12 Form
- Page 89- Added Emergency Phone Number 1-833-456-0153

The following was added as a note to Form G-8 of the Application process:

- Note: In most cases, permit fees require RFTA to process the initial application fees, and comment/request corrections, plus a second review with corrections. Beyond the second review, time and materials charges may apply as determined by RFTA.
- RFTA fees are independent of any City/County/State Permit fees.
- Time & Materials Basis
- Radio Equipped/rules qualified person under GCOR in freight rail easement. No exceptions if track is "in use" in Union Pacific's and RFTA's dispatching systems
- All term "days" in the above are working days
- House moving contracts require CDOT/City/County Permits first

- RFTA is now implementing a fine/fee charge for any work completed that is not approved or does not meet RFTA Standards once installed.

TABLE G-8 – RFTA FEE MATRIX NOTES

- Note 1 – Fees are paid for on a reimbursement basis after receiving letter from applicant for time and materials fee as generated by RFTA and its designated consultant/sub-consultants. RFTA will not allow construction or use of license for purpose intended until all license fees, conditions and insurance requirements have been met.
- Note 2 – Because of the nature of time and materials work, RFTA will not set a specific review fee amount.
- Note 3 – “Cond” = Conditional determination for insurance requirements predicated on purpose and use per review by RFTA’s Risk and Insurance Manager, Maria Vasquez.
- Note 4 – Insurance requirements and Flagman/Inspector rules change when Surveyors enter into Union Pacific’s Freight Rail Easement, fouling any active track. (Including possible UPRR Flagman fees).
- Note 5 – Memorandum of agreement and additional fees may be required depending on scope and size of project conditions imposed by Colorado PUC may also be involved with public roads and/or utilities. All to be handled on a case by case basis.
- Note 6 – Any utility location fees will be borne by the Applicant to satisfy RFTA/City/County/State requirements.
- Conditional: Conditional Fee, may be waived by RFTA

Jacober questioned who is requesting access to the corridor.

Abbey Pascoe responded that most of the requests are from utility companies.

McQueeney asked if any member of the public would like to address the Board or make a comment regarding First Reading – Proposed Revisions to Appendix B of the Rio Grande Corridor Access Control Plan to Include a Utility Fee Structure.

No members of the public had any comments.

McQueeney closed Public Comments at 10:39 a.m.

9. Board Governance Process:

A. RFTA Board Strategic Planning Retreat – David Johnson, Director of Planning

David Johnson requested Board members volunteer for a sub-committee that will make decisions about the Board Strategic Planning Retreat.

Board Sub-Committee Members:

Greg Poschman
Ward Hauenstein
Colin Laird

RFTA is looking at June 8, 2023 as the date for the Board Strategic Planning Retreat. A suggestion for facilitator is Gruffie Clough or Angela Palm-Porter, and Morgridge Commons is available until 2:00 p.m. on the 8th.

10. Information/Updates:

A. CEO Report – Dan Blankenship, CEO

As of January 2023, RFTA's year-to-date system-wide ridership was 621,765, compared to 476,835 in January 2022, which is a 30.39%.

The RFTA I-70 Corridor Transportation Improvement Sub-Committee, chaired by Ben Bohmfalk, held its second meeting on March 3, 2023. The sub-committee discussed the growing concerns about traffic accidents and issues on I-70 West of Glenwood Springs, South Canyon area, making day-to-day travel unpredictable. Jonathan Godes is going to determine whether CDOT would be willing to host several roundtable meetings in order to share information about current and forecasted traffic volumes and accident data on I-70 and Highway 82. This would allow discussions about challenges faced by the communities and ways to improve these situations. The next sub-committee meeting is scheduled for April 7, 2022 at 10:00 a.m.

Riddile requested that RFTA staff break down ridership for the Town of Rifle, Town of Silt, and Town of New Castle, it will help in the discussion to determine where the riders are going.

RFTA will be celebrating and rewarding its hard-working employees with an "End of Season Party." Board Members, Board Alternates, and General Counsel are invited to join in the celebration, and are welcome to bring 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.

Nicole Schoon, Secretary to the Board, has sent an emailed inviting Board Members, Alternates, and General Counsel, with the information about the event and requests that you please respond to let her know if you will be attending and if you will be bringing a guest. Dinner will be served and, to ensure there is plenty of food for everyone, we need to get an accurate head count.

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.

RFTA's current operational readiness as of March 3, 2023 was 99%. The number of new bus operators was much lower than what RFTA had expected, resulting in daily cancellations of select service. When services are cancelled or delayed, RFTA Bus-time Service Alerts are sent out via texts and/or e-mails for those who have subscribed to receive them.

Staff continues to evaluate what options are available to address the staffing shortage, including possible service reductions. Sundays and Tuesdays see the highest number of service cancellations, mostly affecting skier services. In total, over the month of February, 1.63% of all RFTA scheduled services were canceled.

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

12. Next Meeting: 8:30 a.m. – 11:30 a.m.; April 13, 2023, Carbondale Town Hall, Room 1 and via WebEx Teleconference, for those who are unable to attend in person.

13. Adjournment:

Shenk moved to adjourn from the March 9, 2023 RFTA Board meeting, and Poschman seconded the motion. The motion was unanimously approved.

The March 9, 2023 RFTA Board Meeting adjourned at 11:03 a.m.

Respectfully Submitted:

Nicole R. Schoon
Secretary to the RFTA Board of Directors

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

Meeting Date:	April 13, 2023
Subject:	Resolution 2023-11: Appointing Members to the Mid-Valley Trails Committee
Strategic Outcome:	2.0 – Accessibility and Mobility
Strategic Objective:	2.2 – Trail and Transit Users Move Safely, Quickly and Efficiently
Presented By:	Angela Henderson, Assistant Director, Project Management and Facility Operations
Staff Recommends:	Staff recommends appointment of one new member to the Mid-Valley Trails Committee
Executive Summary:	The resolution for providing oversight of the Mid-Valley Trails Committee requires the RFTA Board of Directors to review and approve new committee members. The MVTC is requesting to appoint one new member, Perry Kleespies, to a three-year (3) term.
Background/ Discussion:	<ul style="list-style-type: none"> • Eagle County established the Mid-Valley Trails Committee to administer and build trails inside the Eagle County portion of the Roaring Fork Valley, using 10% of the 0.5% sales taxes collected in this area. The initial estimate of tax proceeds to fund this committee was \$27,000.00. • The MVTC is made up of five members that reside in the Eagle County Portion of the Roaring Fork Valley. Currently, there are three existing members and one new appointee. The MVTC Chairman will continue to work to fill the remaining open seat. • The RFTA Board of Directors must appoint the members of the MVTC. If approved, the resolution will re-appoint three current members to a three-year term and appoint one new member to a three-year term. • The Mid-Valley Trails Committee is responsible for: <ul style="list-style-type: none"> ○ Selecting trails projects within the Eagle County Portion of the Roaring Fork Valley for funding within its project budget. ○ Making recommendations to the RFTA Board of Directors concerning studies, phasing and contracting of trails projects with the Eagle County portion of the Roaring Fork Valley prior to each budget year. ○ Coordinating the surrounding governments and private landowners to connect existing and planned trails within the Roaring Fork valley including a trail along the Rio Grande rail corridor. ○ Work with RFTA staff and Town of Basalt staff to plan and coordinate trail projects. ○ Recommend the hiring of consultants and other professionals if the Committee deems it necessary and there are funds within its budget. ○ To cooperate with RFTA Trails staff and/or Town of Basalt Trails staff to follow procurement procedures and approve and process invoices submitted by contractor when a project is satisfactory. ○ Participate with RFTA and other valley jurisdictions to do long-range planning for trails.
Governance Policy:	1.7 – High Performing Organization: With integrity, RFTA will deliver efficient, innovative, transparent, accountable, effective, and collaborative regional transportation services that reflect community values.

Fiscal Implications:	Staff time to provide oversight and direction to the Mid-Valley Trails Committee.
Attachments:	Yes, please see Resolution 2023-11: Appointing Members to the Mid-Valley Trails Committee, attached below, and please click on this link: " Application from Perry Kleespies to join the Mid-Valley Trails Committee.pdf ." Find "Application from Perry Kleespies to join the Mid-Valley Trails Committee.pdf," included in the April 2023 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2023-11**

APPOINTING MEMBERS TO MID-VALLEY TRAILS COMMITTEE

WHEREAS, the Mid-Valley Trails Committee was established originally by the Eagle County Regional Transportation Authority (“ECRTA”) to administer the portion of the Eagle County half-cent transportation tax collected in the Roaring Fork Valley that is dedicated to trails (10% of total revenue collected in the Roaring Fork Valley); and

WHEREAS, RFTA adopted the Mid-Valley Trails Committee as one of its Committees on August 8, 2002; and

WHEREAS, pursuant to the Mid-Valley Trails Committee’s amended Operating Procedures, the Committee may forward to the RFTA Board of Directors, recommendations of persons for appointment to the Mid-Valley Trails Committee; and

WHEREAS, the Mid-Valley Trails Committee has four (4) current voting members and is appointing one (1) new member, all of whom reside in the Roaring Fork Valley part of Eagle County and have been active participants in Mid-Valley Trails discussions.

NOW, THEREFORE, BE IT RESOLVED BY THE RFTA BOARD OF DIRECTORS OF THE ROARING FORK TRANSPORTATION AUTHORITY:

RFTA hereby appoints the following members to the Mid-Valley Trials Committee:

George Trantow
320 Sopris Circle
Basalt, CO. 81621
970-618-4498
georgetrantow@gmail.com

Regular member - Chairman
Re-appointed until December 2025

Phillip Ring
129 Cheyenne Avenue
Carbondale, CO. 81623
970-963-3454
phillpring@gmail.com

Regular Member – Treasurer
Re-appointed until December 2025

Brian Schaefer
346 Lewis Lane
Basalt, CO. 81621
970-618-9033
veloschaefer@gmail.com

Regular Member
Re-appointed until December 2025

Alan Luu
306 Lakeside Drive
Basalt, CO. 81621
480-330-7878
alan@versant.com

Regular Member
Appointed 01/12/2023, until December 2025

Perry Kleespies
9 Pine Ridge Road
Basalt, CO. 81621
970-216-3674
perrykleespies@gmail.com

Regular Member
Appointed 04/13/2023, Until December 2026

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 13th day of April, 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 April 13, 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 13th day of April, 2023.

Nicole R. Schoon, Secretary to the Board

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

Meeting Date:	April 13, 2023
Subject:	RFTA Climate Action Plan (CAP) Project Update
Strategic Outcomes:	6.0 ENVIRONMENTAL SUSTAINABILITY
Strategic Objectives:	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
Presented By:	Jason White and David Johnson, RFTA Planning Department Evan Murphy and Antonio Megna, Gannett Fleming Consulting Team.
Staff Recommends:	Staff requests feedback on the following goals, which are based on the Board’s initial feedback in November 2022 and by the Project Team’s estimation of what is both bold and still achievable: <ol style="list-style-type: none"> 1. RFTA will reduce its Scope 1 and 2 emissions 50% by 2030 and 90% by 2050, measured from a 2019 baseline 2. RFTA will reduce its Scope 3 emissions 3x by 2030 and by 5x by 2050, measured from a 2019 baseline Staff requests feedback on the following CAP items: <ol style="list-style-type: none"> 1. Initial strategies for potential inclusion in RFTA’s CAP 2. Process for evaluation, selection, and monitoring of strategies for advancing RFTA’s GHG goals 3. Cost-benefit tool to measure criteria for future capital expenditures
Executive Summary:	<p>The RFTA Climate Action Plan (CAP) planning process is approximately 75% complete, two months behind schedule and within budget. The Draft CAP will be presented at the May 11th board meeting. The Final CAP will be presented at the June 8th Board Retreat, with additional facilitated discussion on this topic.</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 1,2 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 2019 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 transitioning to a higher ratio of zero emission buses will be required to reduce scope 1 and 2 emissions from RFTA's fleet and facilities. The team has also learned that Scope 3 emissions displacements from transit's impact on multimodal transportation choices and on efficient land use decisions, is a major factor in GHG reductions.</p> <p>Evan Murphy and Antonio Megna 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 topics referenced above in the Staff Recommendations section.</p>
<p>Background/ Discussion:</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 18th the CAP team and RFTA Staff hosted a regional stakeholders' workshop in Carbondale, consisting primarily of staff planners to discuss the CAP planning process and to consider various emissions reduction strategies relevant to RFTA</p> <p>At the November 1, 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>The Draft CAP will be presented at the May 11th board meeting. The Final CAP will be presented at the June 8th Board Retreat, with additional facilitated discussion on this topic.</p>
<p>Governance Policy:</p>	<p>Board Job Products Policy 4.2.5 states, "The Board will approve RFTA's annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy)."</p>
<p>Fiscal Implications:</p>	<p>None at this time</p>
<p>Attachments:</p>	<p>Yes, please click on this link: "CAP V2 Presentation 2023_0407_For Delivery.pdf," or find "CAP V2 Presentation 2023_0407_For Delivery.pdf," included in the April 2023 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.</p>

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

Meeting Date:	April 13, 2023
Subject:	27 th Street and HWY 82 Underpasses Construction Project Update
Strategic Outcome:	1.0 Safe Customers, Workforce and General Public 2.0 Accessibility and Mobility
Strategic Objective:	1.1 Customers are safe at RFTA facilities and riding RFTA services 1.2 The Public is safe and comfortable using the Rio Grande trail 2.2 Trail and transit users move safely, quickly and efficiently 2.6 Identify and reduce barriers to riding transit and accessing trails
Presented By:	Ben Ludlow, RFTA Interim Project Manager Tracy Trulove, Myers and Sons Public Information Officer (PIO).
Staff Recommends:	Review and discuss the 27 th Street and Highway 82 Underpasses’ Construction Project Schedule
Executive Summary:	After several years of planning, multiple bidding processes and the support of RFTAs Federal, State, and local partners to accumulate the funding necessary for the project, the construction of the 27 th Street underpasses is about to begin in earnest. At this meeting staff will be updating the RFTA Board of Directors on the schedule for the project as well as the traffic control plan and the construction phasing plan.
Background/ Discussion:	The 27 th Street pedestrian crossings were identified as a critical transportation project by RFTA and the City of Glenwood Spring and were included in the project list for the Destination 2040 property tax initiative. The design for the underpasses was completed in 2021 and a combination of funding from the destination 2040 property tax, a contribution from the City of Glenwood Springs and 6 Federal, State and Local grants are providing funding for this project. Myers and Sons Construction has been awarded the contract to construct the underpasses, and over the last few weeks they have been mobilizing on the site and obtaining all the required permits and approvals, and preparing the project schedule as well as traffic control and construction phasing plans, so that construction can begin on the project. The construction of the pedestrian and Rio Grande trail detours will begin the week of April 15. The construction of the temporary lane for the first lane shift will begin the end of April and the first lane shift should begin around mid-May. Once the construction of the temporary lane is completed, traffic will be moved to the south and work will begin on the north portal in the corner of the RFTA 27 Street Park and Ride. The north portal is scheduled to be completed in October of 2023. The entire project is scheduled to be completed in October of 2024
Governance Policy:	Board Awareness and Support Policy 2.10 states, “The CEO shall endeavor to keep the Board informed and supported in its work.”
Fiscal Implications:	None at this time
Attachments:	Yes, please click on this link: “ 27th Street Project 4.6.2023.pdf ” Find ““27th Street Project 4.6.2023.pdf,” included in the April 2023 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.

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

Meeting Date:	April 13, 2023
Subject:	Second Reading- Proposed Revisions to Appendix B of the Rio Grande Corridor Access Control Plan to Include a Utility Fee Structure
Strategic Outcome:	2.0 RFTA will provide accessible, effective and easy to use mobility options that connect our region for all user types
Strategic Objective:	2.1 Rio Grande Railroad Corridor/Rio Grande Trail is appropriately protected and utilized
Presented By:	Abbey Pascoe, Asset and Railroad Manager, Angela Henderson, Assistant Director, Project Management & Facilities Operations
Staff Recommends:	Approve Revisions as submitted and vote unanimously to accept the revisions as recommended by staff.
Executive Summary:	<ol style="list-style-type: none"> 1. Update Appendix B - Change the Land Use Review Process to Reimbursable rather than charge an upfront estimated fee for review process 2. Update Appendix B to remove fee structure currently labeled ‘TBD’ and incorporate Fee Structure to mirror other Railroad entities.
Background/ Discussion:	<p>The Access Control Plan (ACP) was approved by the RFTA Board in 2018 and Staff has been using it to review all land use projects requesting use of the RFTA Railroad Corridor.</p> <ul style="list-style-type: none"> • First revision - Staff is recommending a slight change to the review process that has proven more effective in the past year. Previously, Farnsworth Group would provide a review estimate for the entire project, based on two reviews and receipt of the final documents from the Applicant, which the applicant would then pay upfront. • Staff has discovered that the review process is more complicated than originally anticipated and is recommending an update to the process to allow more flexibility in the process for staff and the applicant. Charging applicants by the hour for the review process, and invoicing them monthly, has proven more efficient and effective in managing the application process. • Staff has also added a pre-application process to allow potential users to meet with staff to discuss the application process, allow them to ask questions and secure a better understanding of the RFTA process, in an attempt to limit the review time necessary to secure approval for each project. This has also proven to be much more helpful for the applicant and for staff. • Second revision -The initial ACP had an approved Fee Structure of TBD. Staff has added a fee structure based on rates charged by other railroad entities. The new structure will be provided to the applicants upfront and provide uniformity in staff’s approach to fee assessments.
Governance Policy:	Policy 2.8.3 - Review and update the Rio Grande Corridor Access Control Plan and Design Guidelines as often as necessary; however, normally every five (5) years, unless authorized by the Board to extend this time frame.

<p>Fiscal Implications:</p>	<ul style="list-style-type: none"> • For land use applicants, there will be no fiscal implications because Review fees are passed through to Applicant on a monthly basis until project is completed. • For applications requesting use of the Railroad Corridor there will be a revenue stream created that provides additional RGT Repair and Maintenance resources.
<p>Attachments:</p>	<p>Yes, please click on these links: "2023 ACP and Appendix B- Minor Revision Summary.pdf," "2018 ACP – Appendix B Minor Redlined Revision.pdf," and "Form G-8- Proposed Fee Structure.pdf" and find "2023 ACP and Appendix B- Minor Revision Summary.pdf," "2018 ACP – Appendix B Minor Redlined Revision.pdf," and "Form G-8- Proposed Fee Structure.pdf" included in the April 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.

Meeting Date:	March 9, 2023
Agenda Item:	RFTA Board Strategic Planning Retreat
Strategic Outcome	7.0 High Performing Organization
Strategic Objective	7.5 Ensure appropriate transparency of all RFTA business
Presented By:	David Johnson, Planning Director
Recommendation:	Please provide comments on the 2023 Board Retreat.
Core Issues:	<p>Each year, in May, June or July, the RFTA Board typically conducts a 6 or 7-hour Strategic Planning Retreat in lieu of the regularly scheduled Board meeting.</p> <p>At the March 2023 Board meeting, the Board agreed to schedule the Retreat on June 8, 2023 at the Carbondale Town Hall, beginning at 8:30 a.m. Subcommittee members include Greg Poschman, Ben Bohmfalk, and Colin Laird.</p> <p>The facilitator will be Andrea Palm-Porter.</p> <p>The subcommittee has discussed the following ideas to date:</p> <ol style="list-style-type: none"> 1) Review accomplishments that have been made since last year’s Retreat. 2) Strategies to improve workforce recruitment and retention (such as providing a higher employer contribution to the 401a retirement plan or a match on 457 contributions; reducing or eliminating the employee contribution for health insurance premiums; a housing stipend for employees for whom RFTA does not provide housing. 3) Direction on RFTA’s Climate Action Plan 4) Better engagement with the Latinx community (regarding our Climate Action Plan and RFTA services in general.) 5) Review of the Strategic Plan Outcomes to see if they still suffice, or if they should be revised
Background Info:	See Core Issues.

Policy Implications:	<p>RFTA Board Governance Process policy 4.3 states the following:</p> <ol style="list-style-type: none"> 1. The Board’s annual planning cycle will conclude each year on the last day of July so that administrative planning and budgeting can be based on accomplishing a one-year segment of long-term Ends. 2. The annual cycle will start with the Board’s development of its agenda plan for the next year. <ol style="list-style-type: none"> a. The Board will identify its priorities for Ends and other issues to be resolved in the coming year, and will identify information gathering necessary to fulfill its role. This may include methods of gaining ownership input, governance education, and other education related to Ends issues, (e.g. presentations by futurists, advocacy groups, demographers, other providers, staff, etc.).
Fiscal Implications:	Budget for the Retreat is approximately \$5,000 - \$10,000
Attachments:	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: April 13, 2023

Ridership: Through **February 2023**, RFTA’s year-to-date system-wide ridership was **1,155,821**, up **27.8%** compared to **904,356** passengers through February **2022**.

The chart below compares year-to-date **February 2023** ridership with year-to-date **February 2019** pre-pandemic ridership. Overall, year-to-date system-wide ridership through February **2023** was only down **8%** compared to year-to-date system-wide ridership through February **2019**. However, Valley ridership was only down **1%** and Hogback ridership was up **72%** compared with year-to-date February 2019.

Total Ridership YTD Comparison: 2019 vs. 2023			
Service	YTD Feb. 2019	YTD Feb. 2023	% Vari YTD 2023 to YTD 2019
Aspen	362,445	261,825	-28%
Valley	544,827	541,475	-1%
Hogback	16,449	28,355	72%
Other	335,436	324,166	-3%
Total	1,259,157	1,155,821	-8%

When looking only at the month of February 2023 ridership compared to February 2019 (pre-pandemic), system-wide ridership was only down 6%, but Valley ridership was up 2%, Hogback ridership was up 73%, and Other ridership, which includes Ride Glenwood and Aspen Skiing Company, was up 2% as well (see below).

Ridership Comparison: Feb. 2019 vs. Feb. 2023			
Service	Feb-19	Feb-23	% Vari Feb. 2023 to Feb. 2019
Aspen	168,862	122,375	-28%
Valley	245,594	249,414	2%
Hogback	7,781	13,482	73%
Other	145,812	148,785	2%
Total	568,049	534,056	-6%

Garfield County Transportation Improvement Subcommittee: The Subcommittee held its fourth virtual meeting on April 7th. The Subcommittee, Chaired by Ben Bohmfalk, Carbondale, was attended by Subcommittee members, Jonathan Godes and Shelley Kaup, Glenwood Springs. Other participants were, Nathan Lindquist, CDOT, Derek Hanrahan, Silt, Sean Strode, Rifle, and RFTA staff, Michael Yang, Kurt Ravenschlag, David Johnson, and Dan Blankenship. Participants discussed some of the current challenges associated with traveling in the I-70 and Highway 82 corridors within Garfield County. There appeared to be consensus that absent the identification and implementation of a broad range of solutions, travel challenges will likely worsen in the years ahead due to forecasted growth in population, residential and commercial development, and associated traffic. In general, the group felt that having CDOT involved in, and possibly facilitating, discussions among Garfield County jurisdictions about current and future transportation challenges and potential solutions would be beneficial. While the CDOT representative made no commitments, he indicated that it might be helpful for communities to communicate their interest in having CDOT participate in these discussions by writing letters to CDOT. The next meeting of the Subcommittee on April 21st will be spent, in part, discussing how best to communicate with and encourage Garfield County jurisdictions to participate in a series of transportation roundtable meetings, hopefully, with CDOT facilitating the discussions.

RFTA End of Season Party – April 22nd 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 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: April 2023
<ul style="list-style-type: none"> 2021 and 2022 Budget included funding to purchase 19 replacement clean diesel, low floor buses. This budget was appropriated in the 2022 Annual Budget appropriation. 		<ul style="list-style-type: none"> 8 of 9 Clean Diesel buses delivered as of 4/7/23. 10 CNG scheduled for delivery May 2023

E2 - Bike Share Expansion

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

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

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



C13 – Town of Snowmass Village Transit Center

2023 Budget: \$500,000	% Complete: 20%	Last Updated: April 2023
<ul style="list-style-type: none"> RFTA staff continue to coordinate with Town of Snowmass on the design and implementation of the Snowmass Transit Center. 		<ul style="list-style-type: none"> TOSV Planning and Zoning Board rejected Transit Center Plans. Town Council to review. TOSV received \$13.5m from FTA 5339 to help with additional costs of this project. RFTA has committed \$1.5 million to the project

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

2023 Budget: \$3,800,392	% Complete: 30%	Last Updated: April 2023
<ul style="list-style-type: none"> In 2023 RFTA staff plan to contract with a construction team and begin construction of the 27th Street and SH-82 Underpass in spring 2023. 		<ul style="list-style-type: none"> Meyers and Sons getting mobilized for Spring Construction. Update to be provided to Board at April meeting. Construction scheduled for Spring 2023

S4 - Buttermilk Underpass

2023 Budget: \$0	% Complete: 0%	Last Updated: April 2023
<ul style="list-style-type: none"> The RFTA Contribution when budgeted is \$500,000 to be applied towards construction of a grade pedestrian crossing at the Buttermilk intersection in Pitkin County. 		<ul style="list-style-type: none"> Preliminary design completed. Two options: <ul style="list-style-type: none"> Pedestrian bridge at \$8 - \$11 million Pedestrian underpass at \$14 - \$17 million A public survey currently being conducted to assess support for design options and to help determine cost/benefit Advancement of the project to be decided by the Elected Officials Transportation Committee at future meeting.
		
		

S7 - Glenwood Maintenance Facility (GMF) Expansion

2023 Budget: Approx. \$63,000,000	% Complete: 30%	Last Updated: April 2023
<ul style="list-style-type: none"> Construction funding for phases 3,4,5,7 has been appropriated in 2023 Annual Budget. Design funding for Phase 6 has been appropriated in 2023 Annual Budget. 	<p>Phase 3,4,5,7</p> <ul style="list-style-type: none"> Construction resumed in March 2023 <p>Phase 6 (Transit Center and Operations Center)</p> <ul style="list-style-type: none"> Currently reviewing qualifications for design services. Short list of firms will be asked to provide proposals for design services. 	

S10 - Replacement Housing

2023 Budget: \$50,000	% Complete: 10%	Last Updated: April 2023
<ul style="list-style-type: none"> Funding for a comprehensive housing policy effort has been included in the 2023 annual budget appropriation to help define the housing type RFTA should build. 		<ul style="list-style-type: none"> RFTA staff have received Proposals for services and currently reviewing.

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

Please see the click on the links: "[04-13-2023 Planning Department Update.pdf](#)," and "[Q1 2023 RFTA GRANTS REPORT.pdf](#)" or see "04-13-2023 Planning Department Update.pdf" and "Q1 2023 RFTA GRANTS REPORT.pdf" included in the February 2023 RFTA Board Meeting Portfolio.pdf, attached to the email transmitting the RFTA Board Meeting Agenda packet.

Finance Department Update, April 2023 – Michael Yang, Chief Financial and Administrative Officer

2023 Actuals/Budget Comparison (February YTD)

2023 Budget Year				
General Fund	February YTD			
	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales and Use tax (1)	\$ 131,128	\$ 102,224	28.3%	\$ 36,813,900
Property Tax	\$ 579,943	\$ 579,943	0.0%	\$ 11,843,939
Grants	\$ -	\$ -	#DIV/0!	\$ 8,422,146
Fares (2)	\$ 488,364	\$ 417,783	16.9%	\$ 4,243,700
Other govt contributions	\$ 1,063,726	\$ 1,063,726	0.0%	\$ 1,446,142
Other income	\$ 819,660	\$ 611,655	34.0%	\$ 1,406,600
Total Revenues	\$ 3,082,819	\$ 2,775,330	11.1%	\$ 64,176,427
Expenditures				
Fuel	\$ 341,625	\$ 515,634	-33.7%	\$ 2,579,765
Transit	\$ 6,622,927	\$ 7,005,165	-5.5%	\$ 39,339,269
Trails & Corridor Mgmt	\$ 67,996	\$ 79,781	-14.8%	\$ 944,890
Capital	\$ 459,849	\$ 131,819	248.8%	\$ 19,858,094
Debt service	\$ 266,587	\$ 266,587	0.0%	\$ 1,900,833
Total Expenditures	\$ 7,758,984	\$ 7,998,986	-3.0%	\$ 64,622,851
Other Financing Sources/Uses				
Other financing sources	\$ 160	\$ -	#DIV/0!	\$ -
Other financing uses	\$ (906,555)	\$ (906,555)	0.0%	\$ (5,179,954)
Total Other Financing Sources/Uses	\$ (906,395)	\$ (906,555)	0.0%	\$ (5,179,954)
Change in Fund Balance (3)	\$ (5,582,560)	\$ (6,130,210)	-8.9%	\$ (5,626,378)

- Sales and Use Tax Revenues are received 2 months in arrears (i.e. February sales and use tax revenue will be deposited in April).
- Through February, fare revenue and ridership are increased by 8% and 32%, respectively, compared to the prior year. The average sale per transaction was approximately \$14.79 in February 2022 compared to \$9.88 in February 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 Mobile App was implemented in November 2022. The chart below provides a YTD February 2022/2023 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 2/2022	YTD 2/2023	Increase/ (Decrease)	% Change
Regional Fares	\$ 443,516	\$ 478,172	\$ 34,656	8%
Total Fare Revenue	\$ 443,516	\$ 478,172	\$ 34,656	8%
Ridership on RFTA Regional Services*:	YTD 2/2022	YTD 2/2023	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	118,057	145,855	27,798	24%
BRT	152,242	209,966	57,724	38%
SM-DV	22,017	28,483	6,466	29%
Grand Hogback	19,987	28,355	8,368	42%
Total Ridership on RFTA Fare Services	312,303	412,659	100,356	32%
Avg. Fare/Ride	\$ 1.42	\$ 1.16	\$ (0.26)	-18%

(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 February YTD				Hours February YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	683,765	693,953	(10,188)	-1.5%	31,985	32,584	(599)	-1.8%
City of Aspen	105,432	109,731	(4,299)	-3.9%	12,274	12,451	(177)	-1.4%
Aspen Skiing Company	123,191	125,121	(1,930)	-1.5%	8,839	9,266	(427)	-4.6%
Ride Glenwood Springs	18,228	19,226	(998)	-5.2%	1,605	1,604	1	0.1%
Grand Hogback	66,487	67,157	(670)	-1.0%	3,139	3,144	(5)	-0.2%
Specials/Charters	1,948	3,750	(1,802)	-48.1%	327	279	48	17.0%
Senior Van	1,708	1,523	186	12.2%	230	328	(98)	-29.8%
Subtotal - Transit Service	1,000,760	1,020,461	(19,701)	-1.9%	58,399	59,656	(1,256)	-2.1%
Training & Other	3,443	6,580	(3,137)	-47.7%	4,559	5,222	(663)	-12.7%
Total Transit Service, Training & Other	1,004,203	1,027,041	(22,838)	-2.2%	62,958	64,877	(1,920)	-3.0%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report				
Service	Feb-22 YTD	Feb-23 YTD	# Variance	% Variance
City of Aspen	226,402	261,825	35,423	15.65%
RF Valley Commuter	416,392	541,475	125,083	30.04%
Grand Hogback	19,987	28,355	8,368	41.87%
Aspen Skiing Company	202,624	275,092	72,468	35.76%
Ride Glenwood Springs	28,046	41,478	13,432	47.89%
X-games/Charter	10,732	7,304	(3,428)	-31.94%
MAA Burlingame	-	-	-	#DIV/0!
Maroon Bells	-	-	-	#DIV/0!
Senior Van	173	292	119	68.79%
Total	904,356	1,155,821	251,465	27.81%
Subset of Roaring Fork Valley Commuter Service with BRT in 2023				
Service	YTD Feb 2022	YTD Feb 2023	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	118,057	145,855	27,798	23.55%
BRT	152,242	209,966	57,724	37.92%
Total	270,299	355,821	85,522	31.64%

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 RFTA Board Audit Subcommittee . 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 & 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>

RFTA Investments Quarterly Report:

In accordance with RFTA’s Investment Policy, staff has prepared the following investment summary that provides an analysis of RFTA’s current investment portfolio and quarterly activity through 3/31/2023:

Investment	12/31/2022	%	Purchases/ (Redemptions)	3/31/2023	%
<i>Local Government Investment Pools:</i>					
Colotrust Plus+	\$ 50,369,285	49%	\$ 589,229	\$ 50,958,514	49%
CSIP	\$ 29,849,003	29%	\$ 4,854,087	\$ 34,703,090	34%
CSIP - Series 2021A Bond Project Fund	\$ 22,041,876	22%	\$ (4,253,924)	\$ 17,787,952	17%
Total	\$ 102,260,163	100%	\$ 1,189,393	\$ 103,449,556	100%
<i>Monthly Distribution Yield:</i>					
Colotrust Plus+	4.30%			4.86%	
CSIP	4.28%			4.77%	
CSIP - Series 2021A Bond Project Fund	4.28%			4.77%	

Notes:

1. *The increase in the Colotrust Plus+ account is due to interest earnings.*
2. *The net increase in the CSIP account is due to interest earnings and transfers from the CSIP – Series 2021A Bond Project Fund. If there is an accumulation of excess funds in RFTA’s operating accounts with Alpine Bank, then staff could transfer the excess funds to the Local Government Investment Pools.*
3. *The decrease in the CSIP – Series 2021A Bond Project Fund account is due to redemptions related to the spend down of bond proceeds, net of interest earnings.*

2023 Budget – General Fund Update:

As part of staff’s ongoing budget monitoring, Staff identified savings in RFTA’s existing budget to advance three items to ensure added employee housing, assist the Human Resource Department, and increased design costs for the Roaring Fork Bridge project. There is a net-zero impact to the 2023 budget.

1. Employee Housing:

- a. **Property Management Services:** RFTA is currently in the solicitation process to enter into a Property Management services agreement for RFTA-owned properties at the Rodeway Inn, in Glenwood Springs, Parker House and Main Street employee housing in Carbondale, and also leased units located at the Residences on Grand in Glenwood Springs. The contract is anticipated to begin May 1, 2023. The estimated cost is approximately \$60,350.

- b. Housing Units:** Seasonal housing rental units at Burlingame and Marolt properties are scheduled to end in April, Staff is actively securing additional rental units to relocate employees; however, due to limited housing options, Staff is preparing to open up to 18-units at the Rodeway Inn by May 1, 2023, the original timeline for occupancy is October, 2023. The estimated cost is approximately \$63,732.

The following chart provides Staff’s plans to fund the additional cost using identified savings in the existing budget.

Description	\$ Amount
Property Management Services (May 1st start)	\$ 60,350
Additional Rodeway Inn Operating Costs	\$ 63,732
Estimated Cost Increase	\$ 124,082
Identified Savings in Existing 2023 Budget	\$ (124,082)
Net Impact	\$ -

- 2. Human Resource Department:** Staff has engaged the Employers Council to provide HR Manager support while RFTA’s Director of Human Resources is out on an extended leave. The estimated cost of this service is approximately \$50,000 for four to five months. Staff plans to fund this cost using identified budget savings from the HR Department’s existing budget.
- 3. Roaring Fork Bridge Repair Project:** To finalize the design work for the Roaring Fork Bridge project, an additional \$57,500 is required. This increases the overall design budget to approximately \$133,000, of which, approximately \$37,500 had been completed in 2022. Staff plans to fund the additional cost using identified budget savings from the existing capital budget.

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

Facilities, Railroad Corridor & Rio Grande Trail Update

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

Rodeway Inn: Staff has taken over management of the Rodeway Inn 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. In the short-term, staff is prepping 18 rooms for use to accommodate summer Operations classes. (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:

With the RFTA Board’s direction, Staff will begin identifying all current unlicensed uses inside the Railroad Corridor and begin requesting that the adjacent neighbors, utility companies, jurisdictions either license the use (if applicable), or remove the use. Staff will start this process in Glenwood Springs as soon as the snow melts and the ground thaws, most likely mid-June.

Staff will provide monthly updates on this process once the process is in motion. (ongoing)

Railroad Items:

- Working with Paul on outstanding corridor issues
 - Zlotnick
 - Deane
- 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
 - Town of Carbondale license language

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, sent 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. (delayed)
- **Rail Salvage Project** – Staff has been tasked with developing a statement of work for, and removal of all rail between 8th Street and 23rd Street in Glenwood Springs in 2023. The 27th Street underpass project will be undertaken during the spring of 2023. Rail salvage will move to 2024 (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 and engineer's estimate will be complete in late spring/early summer of 2023. As of this update, staff is requesting an additional \$57,500.00 for the design repair scope. The repair project is more extensive than the engineers anticipated and staff added scope to the design process to develop a graffiti removal process from this specific bridge, and a recommendation for some additional protections to limit vandal access to this bridge.

Once the design is closer to complete, staff will bring a recommendation for a supplemental budget request to construct the improvements and remove the graffiti to the RFTA Board for review and approval prior to putting the project out to bid.

- **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 will be adding additional members to this committee until we reach seven committee members. The MVTC information can be found on the

RFTA website at this link: [Rio Grande Trail Documentation & Info - Master Plan | RFTA](#). The public is welcome and encouraged to participate in this meeting. (ongoing)



The Rio Grande Trail Staff is staying busy.

- Staff has been out plowing snow, sweeping, debris blowing, clearing limbs and sightlines, cleaning up trailheads and vault toilets, reminding dog owners to leash their pets, etc. to make sure the trail is safe and clean.
- The RGT is plowed and clear of snow from Carbondale to Glenwood Springs, and the Trail is snow packed from Carbondale to Emma (with the wildlife section closed until April 30 at 5pm).
 - ❖ With Spring omnipresent in the lower valley, Staff will begin to remove the remaining snow from Carbondale up to Emma.
- 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 hopes to spend some time this Spring pruning the various fruit trees in the Corridor.
- Jud Lang studied hard this winter and passed his drone license exam!
- 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. Phase 1 of this project should be completed in 2023.
- 2023 projects that we hope to complete are listed below:
 - Bridge Maintenance/Repair
 - ❖ Wingo Bridge: Contractor mobilized first week of October of ‘22 to get this important repair project started. Project goal is to repair the concrete pier footings. This project will continue into 2023
 - 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 and expand 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 2 priority areas
 - Complete the annual CEC tour, report, and meeting
 - Put together Scope of Work for 2024 asphalt repair/replacement project