

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

TIME: 8:30 a.m. – 11:00 a.m., Thursday, August 11, 2022

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

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

(This Agenda may change before the meeting)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	8:30 a.m.
2	Public Hearing			
	A. <u>Proposed</u> Minor Stored Value Card Discount Reduction – Dan Blankenship, CEO, page 3	2.1.2	Approve	8.35 a.m.
3	Executive Session:			8:40 a.m.
	A. Paul Taddune, General Counsel: Two Issues: 1) Pursuant to C.R.S. 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal or other property interests (Possible acquisition and lease for RFTA employee affordable housing); and 2) Pursuant to C.R.S. 24-6-602 (e) and (f): Personnel Matters	3.5.2.B.	Executive Session	
4	Approval of <u>Minutes</u>: RFTA Board Meeting July 14, 2022, page 5		Approve	9:00 a.m.
5	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	9:02 a.m.
6	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	9:05 a.m.
7	Consent Agenda:	2.10.6	Approve	9:10 a.m.
	A. <u>Resolution</u> 2022-14: Super Call and Safe Streets for All Grants Local Match Commitment – David Johnson, Director of Planning, page 13	4.2.5	Approve	
8	Presentations/Action Items:			
	A. RFTA <u>Climate</u> Action Plan (CAP): Overview of Scope of Work. Project Approach and Schedule – Wes Maurer, Gannet Fleming Inc., and Jason White, Assistant Planner, page 17	1.6	Discussion /Direction	9:15 a.m.
	B. <u>Family</u> and Medical Leave Insurance Plan (FAMLI) Opt-In or Opt-Out - Katie Roth, Area Vice President, Gallagher and Linda Forgacs, Director of Human Services, page 19	4.2.5	Discussion /Direction	9:35 a.m.
	C. <u>Preliminary</u> Planning Initiatives, Assumptions and Issues for 2023 RFTA Budget – Michael Yang, CFAO and Paul Hamilton, Director of Finance, page 21	2.5	Discussion /Direction	9:50 a.m.
	D. <u>Resolution</u> 2022-15: Adoption of the Regional First and Last Mile Mobility Plan (RFLMMP), and Updates regarding FLMM Reserve Grant Application Recommendations and the Regional Bikeshare MOU Process – Dan Blankenship, CEO, and David Johnson, Director of Planning, page 26	1.2	Approve	10:10 a.m.
	(Agenda Continued on Next Page)			

	Agenda Item	Policy	Purpose	Est. Time
9	Public Hearing:			
	A. Resolution 2022-16: Supplemental Budget Appropriations – Michael Yang, CFAO and Paul Hamilton, Director of Finance, page 35	4.2.5	Approve	10:30 a.m.
10	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 42	2.8.6	FYI	10:45 a.m.
11	Issues to be Considered at Next Meeting:			
	To Be Determined at May August 11, 2022 Board Meeting	4.3	Meeting Planning	10:50 a.m.
12	Next Meeting: 8:30 a.m. – 11:30 a.m., September 8, 2022: In-person at Carbondale Town Hall, 511 Colorado, Carbondale, 81623, 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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**RFTA BOARD OF DIRECTORS MEETING
 “PUBLIC HEARING” AGENDA SUMMARY ITEM # 2. A.**

Meeting Date:	August 11, 2022
Subject:	Proposed Minor Stored Value Card Discount Reduction
Strategic Outcome:	2.0 – Accessibility and Mobility
Strategic Objective:	2.5 Ensure accessibility for youth, low income, seniors and disabled populations 2.6 Identify and reduce barriers to riding transit and accessing trails
Presented By:	Dan Blankenship, CEO
Staff Recommends:	Staff recommends that the RFTA Board approve the proposed minor Stored Value Card Discount reduction, in order to make the discounts consistent at 25% and consistent with one-ride discounts that will be offered this coming winter season on the Mobile Ticketing App that RFTA will be implementing. The reduction in the discount will likely go into effect during the month of November 2022 in advance of the winter season
Executive Summary:	<p>Minor Reduction in Multi-Ride Discounts: In order to make it more convenient for passengers to purchase bus tickets, RFTA is planning to implement a Mobile Ticketing App effective the winter season of this year. Currently, the bulk of RFTA’s fare revenue is derived from the sale of discounted stored value cards. Prior to introducing ticket vending machines in 2013, concurrent with the implementation of VelociRFTA BRT, the mainstays of RFTA pass sales were the discounted \$20 and \$40 punch passes, which were discounted approximately 26.25% and sold for \$14.75, and \$29.50, respectively.</p> <p>With the implementation of Ticket Vending Machines (TVM’s) at the BRT stations, \$5 and \$10 discounted stored values were added (for the convenience of riders), in addition to the \$20 and \$40 discounted stored value cards. However, the 26.25% discount applied to the \$5 and \$10 stored value cards would have resulted in a cost of \$3.69 and \$7.38, respectively. So, the price was dropped to \$3.50 and \$7.25, respectively, to stay away from transactions involving the use of pennies. This resulted in discounts of 30% and 27.5%, respectively. The decision to increase the discount to avoid pennies was made by the CEO, rather than reduce the discount by making the prices \$3.75 and \$7.50, respectively, which would have reduced the discount rate from 26.25% to 25%, and required a public hearing at a time when decisions were coming down to the wire. These passes with higher discounts have been very popular, however.</p> <p>The current stored value cards, in essence, perform as a debit card that is debited for the fare amount each time a passenger uses it for a ride. Unfortunately, the Mobile Ticketing App, cannot replicate stored value cards. Although the App will allow riders to purchase monthly and seasonal zone passes at a fixed rate, it will not allow the equivalent of a stored value card to be purchased which, in effect, would act like a debit card, with the value diminishing as rides are taken by passengers. Instead, with the App, RFTA will need to sell tickets for each ride at either the full fare or at a discounted rate. Staff is proposing that the one-ride tickets for trips between zones be sold with the App and, for simplicity sake, the discount should be a uniform 25% on all rides purchased (see chart on next page):</p>

OLD SYSTEM - With 26% Discount				NEW SYSTEM - With 25% Discount			
Zone	Cash Fare	26.25% Discount	Discounted Fare	Zone	Cash Fare	25% Discount	Discounted Fare
1	\$ 2	26.25%	\$ 1.48	1	\$ 2	25%	\$ 1.50
2	\$ 3	26.25%	\$ 2.21	2	\$ 3	25%	\$ 2.25
3	\$ 4	26.25%	\$ 2.95	3	\$ 4	25%	\$ 3.00
4	\$ 5	26.25%	\$ 3.69	4	\$ 5	25%	\$ 3.75
5	\$ 6	26.25%	\$ 4.43	5	\$ 6	25%	\$ 4.50
6	\$ 7	26.25%	\$ 5.16	6	\$ 7	25%	\$ 5.25
7	\$ 8	26.25%	\$ 5.90	7	\$ 8	25%	\$ 6.00

Although stored value cards would still be sold at TVM's and sales outlets, the discounts for them would be made a uniform 25%, as well. This change would have the effect of slightly increasing the cost of the larger denomination discounted passes (an approximate 3.8% increase in the price of the \$20 and \$40 discounted stored value cards). The prices of the \$5 and \$10 stored value cards, would increase from \$3.50 and \$7.25, respectively, to \$3.75 and \$7.50, respectively. This would amount to an approximate 7% and 3.5% increase, respectively. However, these modest increases would eliminate anomalies in the pricing structure and make the discounts uniform and easier to communicate, especially from the perspective of the Mobile Ticketing App users.

For the above reasons, a Public Hearing has been noticed for the August 11, 2022, Board meeting.

**Background/
Discussion:**

See Executive Summary, above.

Governance Policy:

Board Treatment of the Public Policy 2.1.2 states, "The CEO shall not fail to clearly communicate to the public what may be expected from the service 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.

Board Job Products Policy 4.2.5 states, "The Board will approve RFTA's annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).

Fiscal Implications:

In theory, reducing the discount on stored value cards should marginally increase RFTA's fare revenue. However, because the proposed discount reduction is relatively minor, staff does not anticipate that it will result in a significant increase in fare revenue or additional cost to the commuting public.

Attachments:

None.

**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
July 14, 2022**

Board Members Present:

Jeanne McQueeney, Chair (Eagle County); Art Riddile (Town of New Castle); Greg Poschman (Pitkin County); Torre (City of Aspen)

Voting Alternates Present:

David Knight (Town of Basalt); Colin Laird (Town of Carbondale) Shelley Kaup (City of Glenwood Springs); Bill Madsen (Town of Snowmass Village)

Non-Voting Alternates Present:

Francie Jacober (Pitkin County); Ward Hauenstein (City of Aspen)

Staff Present:

Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial Administrative Officer (CFAO); Kurt Ravenschlag, Chief Operating Officer (COO); Nicole Schoon, Secretary to the Board of Directors; Mike Hermes, Angela Henderson, Brett Meredith, and Abbey Pascoe, Facilities and Trails Department; Paul Hamilton, Director of Finance; David Johnson, Director of Planning, Jason White, Assistant Planner; Tammy Sommerfeld, Rebecca Hodgson, and Melissa Sever (Procurement Department); Jamie Tatsuno, Communications Manager; Ian Adams, Director of Operations; Ed Cortez, President ATU Local 1774

Visitors Present (in person or via WebEx):

Lynn Rumbaugh (City of Aspen); Terri Partch (City of Glenwood Springs); Robby Long (Urban Trans); Sam Guarino (citizen)

Agenda

1. Call to Order/Roll Call:

Jeanne McQueeney called the RFTA Board of Directors to order at 8:32 a.m. McQueeney declared a quorum to be present (8 member jurisdictions present) and the July 14, 2022 RFTA Board of Directors meeting began at 8:33 a.m.

2. Executive Session:

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

Torre moved to adjourn from the Regular Board Meeting into the Executive Session and Greg Poschman seconded the motion. The motion was unanimously approved. Executive Session began at 8:33 a.m.

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

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

No action was taken during the Executive Session. The Executive Session adjourned at 8:48 a.m.

3. Approval of Minutes:

Riddile moved to approve the June 9, 2022, Board Meeting Minutes, and Torre 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 July 14, 2022 Board Agenda.

No members of the public had any comments.

McQueeney closed Public Comments at 8:49 a.m.

5. Items Added to Agenda – Board Member Comments:

McQueeney asked if there were any items that needed to be added to the July 14, 2022, Board meeting Agenda.

No items were added to the Agenda.

McQueeney asked if any Board member had comments or questions regarding issues not on the July 14, 2022 Board meeting Agenda.

Riddle stated that several members of the RFTA staff and a few Board members traveled to DC to make presentations to representatives in order to help RFTA bridge the funding gap for the 27th Street Underpass Project and the Glenwood Maintenance Facility (GMF) Project. The presentations were well received and he felt optimistic about RFTA's chances of receiving additional grant funds for these projects.

Francie Jacober stated that something learned from the trip to DC was that RFTA has the ability to apply transportation grant funds to certain employee housing needs to help bridge any potential gaps.

McQueeney closed Board comments at 8:53 a.m.

6. Consent Agenda:

A. RFTA 2021 Audited Financial Report – Michael Yang, CFAO and Paul Hamilton, Director of Finance

RFTA received an unqualified or "clean" opinion from the auditors for RFTA's 2021 financial statements and RFTA is in compliance with the requirements for each of its major Federal programs. No deficiencies were reported; no current year findings or questioned costs were identified. Prior year findings and questioned costs were corrected and resolved.

Riddile moved to approve the RFTA 2021 Audited Financial Report, and Poschman seconded the motion.

B. Eagle County and RFTA Updated Resolution for Management of the Mid-Valley Trails Committee – Angela Henderson, Assistant Director, Project Management & Facilities Operations

Eagle County established the Mid-Valley Trails Committee (MVTC) to administer and build trails inside the Eagle County portion of the Roaring Fork Valley.

The MVTC was tasked with the following responsibilities:

- To Make recommendations to the RFTA Board of Directors concerning studies, phasing and contracting of trail projects within the Eagle County portion of the Roaring Fork Valley prior to each budget year; and
- To coordinate with surrounding governments and private landowners to connect existing and planned trails within the RFV, including a trail along the Rio Grande Railroad Corridor; and
- To work with RFTA staff and the Town of Basalt staff to plan and coordinate trail projects; and
- To recommend the hiring of consultants and other professional if the Committee deems it necessary and there are funds within its budget; and
- To cooperate with RFTA Trails staff and/or Town of Basalt Trails staff to follow procurement procedures and approve and process invoices submitted by contractors when a project is satisfactory; and
- To participate with RFTA and other valley jurisdictions to do long range planning for trails.

Unfortunately, due to several issues out of Eagle County's or RFTA's control, MVTC has not received RFTA oversight as spelled out in Resolution 2002-14. The MVTC Trails Plan was finalized in 2020 and this oversight was brought to RFTA's attention. RFTA staff and Eagle County staff have been working together to better understand and clarify responsibilities for this committee.

The intent of the updated resolution is to better define RFTA's oversight role, provide direction to the existing MVTC committee, and to allow for and encourage project development and implementation of the 2020 Mid-Valley Trails Plan.

Suggested changes to the current Resolution include:

- RFTA staff shall resume oversight of the MVTC as originally called out in the 2002 Resolution;
- RFTA staff shall develop policies under which the MVTC will operate, bylaws, term limits, annual budget requests, payments, procurement processes, etc.; and
- RFTA staff will create a space on the RFTA website that allows the public more opportunity to participate in the MVTC.

Riddile moved to approve the Eagle County and RFTA to Update Management Agreement for Mid-Valley Trails Committee, and Poschman seconded the motion. The motion was unanimously approved.

7. Presentations/Action Items:

A. Report Regarding Retreat Takeaways and 2023 Strategic Initiatives – Kurt Ravenschlag, COO

The summit was kicked off by asking: "What would you want community members to say about RFTA?"

- Kids want to ride it
- I can get to a bus from my house
- No traffic jams
- Affordable option
- Part of the solution
- Safe, comfortable, convenient
- Let's ride the bus
- Faster (Better) than driving

- Enjoyable ridership experience
- Don't have to find a parking space
- Transit + RFTA is viable/preferable alternative for people
- We have mobility and transportation options
- Reduce emissions
- Cheaper than driving
- Applied hope
- Ridership Up
- Easy to use

The Board then reviewed the Advantages and Challenges as identified by RFTA staff.

Advantages

Talent

- Experienced, dedicated and tenured management team
- Professional and courteous bus operators
- New energetic staff stepping into key leadership roles

Community/Relationship

- Services meet the unique travel demands of this region
- Dependable and reliable bus service, 24-7, 365 days per year
- Steadily increasing bus ridership and trail users
- High level of public trust in RFTA
- Dedicated sales and property tax revenues for long-term financial sustainability
- Favorable public response to all RFTA services, especially VelociRFTA BRT service
- RFTA Board of Directors provides regional support and influence
- Leveraging regional stakeholders for collaborative projects and grant project applications

Funding

- Ability to secure grant funding for capital, fleet and operations; and to meet grant administration requirements
- Successful 2.65 mill property tax approval in member jurisdictions to plan and implement the RFTA Destination 2040 Regional Project List
- Have secured significantly more grants than anticipated
- New funding opportunities for low or zero emission vehicles

Physical Assets

- Fleet and facility capital assets are in a State of Good Repair and are being managed with Enterprise Asset Management (EAM) practices
- RFTA-owns employee housing units
- Ownership and co-management of 34 miles of the Rio Grande Railroad Corridor and Rio Grande Trail, which is currently rail banked and being preserved for future transportation uses

Environmental

- Capable of making significant reductions to transportation related greenhouse gas emissions through delivery of mass transit service and trail utilization

Challenges

Talent

- Succession planning for a pending exodus of nearly all highest-level staff
- Attracting, engaging and retaining employees in a region with a high cost of living and a scarcity of affordable housing
- Difficulty of attracting and retaining bus operators that possess both driving proficiency and customer service skills
- Lack of a centralized, well-staffed customer service department
- Operations outgrowing support staff and supervisory capabilities
- Inadequate staffing to support existing and future technologies
- Maintaining affordable employee health care costs
- Offering competitive compensation and benefits for this region

Community/Relationship

- Operating across a vast rural region with diverse and demanding transportation needs
- Adapting to shifting national demographics

Funding

- Implementing projects from the RFTA Destination 2040 Regional Project List on time and on budget
- Keeping pace with growing capital costs

Communication

- Fragmented staff communication due to dispersed regional facilities

Physical Assets

- Creating “shovel ready” capital projects with unknown funding opportunities
- Developing adequate transit capacity during peak hours in peak seasons
- Meeting regional transportation needs and desires with a balanced budget
- Adoption of innovative, emerging alternative fuel technologies, without compromising service, efficiency, and budget
- Collaborative management and maintenance of the rail banked Rio Grande Railroad Corridor and Rio Grande Trail
- Having reliable access to year-round housing needs
- Obtaining necessary parts and supplies to maintain our critical rolling stock and facilities

Environmental

- Attracting back riders lost during pandemic
- Battery Electric technology meeting operational needs

The Board chose three outcomes that were top priority for RFTA in the coming year.

- **2.0 Accessibility & Mobility**
 - Expand Bikeshare in Carbondale
 - Plan expanded Bikeshare in Glenwood Springs
 - Branding WE-cycle/Downtowner with RFTA
 - Mobility Service Director/Department/Staff
 - Solicit application for RFTA FLMM reserve to expedite development of FLMM options
 - Plan for South Bridge completion & transit for FLMM connection, i.e. Park and Ride/Bike-Share
 - Move busway project on Rio Corridor into preferred alternative

- Fare-Free experiment
- Explore E-Trike experiment for senior housing
- **3.0 Sustainable Workforce**
 - Offer wellness cafeteria plan
 - Seek opportunities to buy existing properties
 - Develop housing guidelines and criteria
- **6.0 Environmental Sustainability**
 - Alternative and innovative travel solutions to reduce VMT

B. Presentation of Regional First and Last Mile Mobility Study and Update Regarding Bikeshare MOU Process – Dan Blankenship, CEO and Robby Long, Urbantrans

Robby Long provided an overview of the Regional First and Last Mile Mobility Plan (RFLMMP), that was a companion to the Roaring Fork Valley Regional Bikeshare Plan.

The RFLMMP included robust public and stakeholder outreach throughout the region. The study indicated that with all current and future services provided by RFTA, there appears to be a desire from members of the Hispanic community for more outreach about planned service improvements and changes.

The RFLMMP evaluated a number of FLMM strategies for possible further study and implementation by RFTA. The goal of the study was to help guide FLMM investments that will make accessing regional transit services easier; with a focus on more sustainable transportation. In addition to micro-transit services, one strategy is the potential development of a Community Carpooling App, which would make it possible for people to share rides in real time.

RFTA-wide and community-specific recommendations were developed and split into three key categories: Transportation Services, Infrastructure, and Programs.

Blankenship provided an update of the process to gain approval of the RFTA 2023-2028 Regional Bikeshare Services MOU by RFTA member jurisdictions. A Draft Memorandum of Understanding (MOU) has been shared with prospective jurisdictional partners, and the following is a status of the process.

Town of Carbondale indicates that the Town Council is interested in participating and will be evaluating in-kind contributions it can make to reduce the Town's Direct Operating costs for bikeshare in 2023.

Town of Snowmass Village, discussions with Town Staff are planned for July 11 and recommended timing and process steps for presenting the Draft MOU to the Town Council will be forthcoming.

Pitkin County, discussions with County Staff are planned for July 13 and recommended timing and process steps for presenting the Draft MOU to the BOCC will be forthcoming.

City of Aspen, conditional adoption of the Draft MOU has been placed on the City Council's July 12 Consent Agenda. WE-cycle and RFTA staff plan to attend the Council meeting in case any questions arise.

Town of Basalt, discussions with Town Staff have been initiated and the meeting to present the Draft MOU to the Town Council has tentatively been scheduled for July 26.

Eagle County, discussions with County Staff have been initiated and recommended timing and process steps for presenting the Draft MOU to the BOCC will be forthcoming.

City of Glenwood Springs, discussions with City Staff have been initiated and recommended timing and process steps for presenting the Draft MOU to the City Council will be forthcoming.

Torre left the July 14, 2022 Board meeting at 9:45 a.m., Ward Hauenstein became the voting member for the City of Aspen.

C. Presentation Regarding Proposed Minor Stored Value Card Discount Reduction – Dan Blankenship, CEO

In order to make it more convenient for passengers to purchase bus tickets, RFTA is planning to implement a Mobile Ticketing App effective winter 2022. Mobile Ticketing App, cannot replicate stored value cards. Although the App will allow riders to purchase monthly and seasonal zone passes at a fixed rate, it will not allow the equivalent of a stored value card to be purchased, which would act like a debit card, with the value diminishing as rides are taken. Instead, with the App, RFTA will need to sell tickets for each ride at either the full fare or at a discounted rate. Staff is proposing that the one-ride tickets for trips between zones be sold with the App and, the discount should be a uniform 25% on all rides purchased.

Although stored value cards would still be sold at TVM's and sales outlets, the discounts for them would be made a uniform 25%, as well. This change would have the effect of slightly increasing the cost of the larger denomination discounted passes (an approximate 3.8% increase in the price of the \$20 and \$40 discounted stored value cards). The prices of the \$5 and \$10 stored value cards, would increase from \$3.50 and \$7.25, to \$3.75 and \$7.50, respectively. an approximate 7% and 3.5% increase, respectively. However, these modest increases would eliminate anomalies in the pricing structure and make the discounts uniform and easier to communicate, especially from the perspective of the Mobile Ticketing App users.

A Public Hearing on the proposed minor discount reduction will be placed on the Board's Agenda for the August 11, 2022 meeting.

8. Board Governance Process:

A. Discussion About Amending Section 6.07 the RFTA Bylaws to Extend the Ability of Board Members and Alternates to Participate Remotely in Board Meetings, as well as Determine Whether Any Additional Guidelines and/or Limitations Regarding Remote Participation Are Needed – Paul Taddune, General Counsel, and Dan Blankenship, CEO

McQueeney stated that it is sometimes necessary for Board members to participate remotely due to illness, vacation, etc., and if remote participation was not available then there would be times when a quorum is not possible.

This sentiment was echoed by other Board members, and while remote participation should be allowed, it should be the standard that Board members attempt to participate in-person whenever possible.

Poschman moved to approve to clarify the Bylaws to allow for remote participation, and Riddile seconded the motion. The motion was unanimously approved.

9. Information/Updates:

A. CEO Report – Kurt Ravenschlag, COO

Electric Charging at Rubey Park Project is underway, have selected a firm and construction will begin around April 2023. On-Route charger in West Glenwood Springs Project will have more definitive information in September.

10. Issues to be Considered at Next Meeting: Budget Planning.

11. Next Meeting: 8:30 a.m. – 11:30 a.m.; August 11, 2022, Carbondale Town Hall, Room 1 and via WebEx Teleconference, for those who are unable to attend in person.

12. Adjournment:

Ward Hauenstein moved to adjourn from the July 14, 2022 RFTA Board meeting, and Poschman seconded the motion. The motion was unanimously approved.

The July 14, 2022 RFTA Board Meeting adjourned at 10:53 a.m.

Respectfully Submitted:

Nicole R. Schoon
Secretary to the RFTA Board of Directors

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

Meeting Date:	August 11, 2022								
Agenda Item:	Resolution 2021-14: AUTHORIZATION TO SUBMIT A GRANT APPLICATION FOR FY23 FTA & CDOT SUPER CALL FUNDING FOR FTA 5311 RURAL OPERATING AND ADMINISTRATIVE FUNDS								
Strategic Outcomes:	4.0 FINANCIAL SUSTAINABILITY								
Strategic Objectives:	4.4 Pursue financing opportunities to deliver better service and complete future capital projects 4.7 Monitor, evaluate and present new revenue sources								
Presented By:	Jason White, Assistant Planner								
Staff Recommends	<p>Permission to submit a grant application for FY23 FTA 5311 Rural Operating and Administrative Funding Assistance, in the amount of \$1,201,678, with a 50% local match commitment of \$1,201,678</p> <p>Staff will be recommending the adoption of an additional resolution at the September Board meeting pertaining to a Super Call capital facility application for the GMF/RTC.</p>								
Executive Summary	The Colorado Department of Transportation’s (CDOT) Division of Transit and Rail (DTR) is issuing the calendar year 2023 call for projects. All eligible capital, planning, administrative, operating, and mobility management transit funding projects DTR funds with Federal Transit Administration (FTA) and/or State funds on an annual basis are available for application at this time.								
Background/Discussion	<p>The NOFA and corresponding reference materials are being issued to describe the funding opportunities available, applicant and project eligibility, applicant local match requirements, application preparation and submission guidelines, evaluation criteria, and DTR application review process.</p> <p>On an annual basis, transit agencies apply for capital funding for repair/replacement of aging fleets and facilities. In previous years, Staff recommended individual applications to these grant programs, as funding program guidance was provided. CDOT is now utilizing the “Super Call” process to consolidate all CDOT-administered funding opportunities. Recognizing the application due dates below, Staff will be presenting additional resolutions for cash match at the September board meeting.</p> <table border="1" data-bbox="479 1591 1388 1875"> <thead> <tr> <th>Application Type</th> <th>Application Due Date</th> </tr> </thead> <tbody> <tr> <td>5311 Administrative/Operating New/Expansion Projects Funding Applications 5310 Operating and Mobility Management Projects Funding Applications</td> <td>August 19, 2022</td> </tr> <tr> <td>Vehicle Capital Projects to Include Settlement Funding Applications</td> <td>September 2, 2022</td> </tr> <tr> <td>Other Capital Projects & Planning Projects Funding Applications</td> <td>September 30, 2022</td> </tr> </tbody> </table>	Application Type	Application Due Date	5311 Administrative/Operating New/Expansion Projects Funding Applications 5310 Operating and Mobility Management Projects Funding Applications	August 19, 2022	Vehicle Capital Projects to Include Settlement Funding Applications	September 2, 2022	Other Capital Projects & Planning Projects Funding Applications	September 30, 2022
Application Type	Application Due Date								
5311 Administrative/Operating New/Expansion Projects Funding Applications 5310 Operating and Mobility Management Projects Funding Applications	August 19, 2022								
Vehicle Capital Projects to Include Settlement Funding Applications	September 2, 2022								
Other Capital Projects & Planning Projects Funding Applications	September 30, 2022								

Governance Policy	RFTA Board Governing Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	RFTA Staff will submit a grant application for FY23 FTA 5311 Rural Operating and Administrative Funding Assistance, in the amount of \$1,201,678, with a 50% local match commitment of \$1,201,678.
Attachments:	Yes, please see Resolution 2022-14, attached below.

Director _____ moved to adopt the following Resolution.

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2022-14**

**AUTHORIZATION TO SUBMIT A GRANT APPLICATION FOR FY23 FTA & CDOT SUPER CALL FUNDING
FOR FTA 5311 RURAL OPERATING AND ADMINISTRATIVE FUNDS**

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 grants from Federal, State and local sources; and

WHEREAS, RFTA will submit a grant application for **FY23 FTA 5311 Rural Operating and Administrative Funding Assistance, in the amount of \$1,201,678, with a 50% local match commitment of \$1,201,678; and**

WHEREAS, RFTA will commit **\$1,201,678 as local match**, contingent upon awards from this funding process.

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 Applications to be submitted by RFTA and it will appropriate matching funds, if awarded.
3. If the grant is awarded, the RFTA Board of Directors strongly supports the completion of the project.
4. The Board of Directors of RFTA authorizes the expenditure of funds necessary to meet the terms and obligations of any grant awarded pursuant to any Grant Agreements.
5. If grants are awarded, the RFTA Board of Directors hereby authorizes the CEO to execute grant agreements with either FTA or CDOT.

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 11th day of August, 2022.

**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 August 11, 2022; (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 11th day of August, 2022.

Nicole R. Schoon, Secretary to the RFTA Board

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

Meeting Date:	August 11, 2022
Subject:	RFTA Climate Action Plan (CAP) Project Kickoff & Team Introduction
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, RFTA Assistant Planner, and Wes Maurer, AICP, Gannett Fleming
Staff Recommends:	The Board is invited to review and comment on the introductory presentation.
Executive Summary:	<p>“There has never been a greater time to consider the nexus between our mobility systems and the environment,” says the Gannett Fleming team in its Climate Action Plan (CAP) scope of work. “As the US transportation sector drifts into our nation’s highest emitting category, local increases in the presence of damaging wildfires, flooding, and reduced snowpack are frequent reminders that an effective and consequential plan is needed to ensure the safety, well-being, and vibrancy of the RFTA service region.”</p> <p>“Despite the presence of so many challenges, there has never been a better time to act. Innovations in technology and energy as well as forthcoming historic public investments hold the potential to transform transit’s impact and value to our communities with cleaner, smarter, and more affordable solutions. In harnessing the full kinetic power of the present moment, it is our intent to provide unparalleled leadership and support to RFTA in quantifying its operational emissions, setting effective performance targets, and implementing the best possible climate action strategies for the agency and its stakeholders.”</p>
Background/ Discussion:	<p>As a pioneering rural transportation authority for over 30 years, RFTA is no stranger to innovation, industriousness and environmental ethos. Aligned with regional and national observations and discussions, climate change has been the primary topic of discussion at the 2021 and 2022 RFTA Board Retreats. RFTA Staff are excited to engage with this consultant team to embark on this planning process that will help meet strategic planning outcomes, inform future fleet and facility capital project, and build a culture of sustainability across the entire organization.</p> <p>The blended project consulting team, led by Gannett Fleming, understands and recognizes the unique challenges associated with climate action planning relative to RFTA’s core operations as a transit agency. The planning process defines an enhanced, transit-specific approach that is based on guidance from the American Public Transportation Association (APTA) and leading climate organizations. The</p>

	<p>approach will address complex issues and solutions, such as improvements to RFTA's transit service, which may increase bus VMT while reducing single occupancy vehicle (SOV) travel, resulting in a net positive benefit to the community. The project schedule is intended to be about eight months, and findings from the CAP will inform the future Zero Emission Bus (ZEB) Transition Plan/Roadmap.</p>
Governance Policy:	<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>
Fiscal Implications:	<ol style="list-style-type: none"> 1) The estimated cost of the RFTA Climate Action Plan is \$150,000. 2) \$140,000 has already been budgeted for 2022. The remaining \$10,000 will be budgeted for 2023. 3) In future years, there will be an option for RFTA to budget annual allocations for the consulting team to monitor data, goals and action items that will be set forth with this initial planning process.
Attachments:	<p>Yes, please click on this link: "CAP Overview Wes Slides 8-11-22.pdf," or see "CAP Overview Wes Slides 8-11-22.pdf," included in the August 2022 RFTA Board Meeting Portfolio attached to the e-mail transmitting the RFTA Board Agenda Packet.</p>

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

Meeting Date:	August 11, 2022
Agenda Item:	Family and Medical Leave Insurance Program (FAMLI) Opt-In or Opt-Out
Strategic Outcome:	Sustainable Workforce
Strategic Objective:	3.2 Provide competitive compensation and benefit packages.
Presented By:	Linda Forgacs, Director of Human Resources Katie Roth, Area Vice President, Gallagher
Recommendation:	Authorize RFTA to decline participation in FAMLI. The decision to decline is valid for eight (8) years from the date of the vote to decline participation. RFTA must hold another vote if it wishes to continue opting-out beyond eight years.
Core Issues:	<p>Colorado voters approved Proposition 118 in November of 2020 which has paved the way for a state-run Paid Family and Medical Leave Insurance (FAMLI) program.</p> <p>The FAMLI program is intended to ensure all Colorado workers have access to paid leave in order to take care of themselves or their family during life circumstances that pull them away from their jobs — like growing their family or taking care of a loved one with a serious health condition.</p> <p>Both employers and employees would be required to contribute premiums for the FAMLI program with premium contributions on their pay stubs beginning January 1, 2023. Benefits would not be payable until January 1, 2024. Eligible employees would receive up to twelve weeks of leave in a 12-month period with an additional 4 weeks for pregnancy complications.</p> <p>FAMLI affects Colorado local government employers, such as RFTA, differently than private businesses. The statute was written to give local governments options to participate. Local Governments can vote to opt out of FAMLI anytime during 2022. No vote is required if the local government plans to participate in the program, which requires a minimum of three (3) years participation. The decision to decline is good for eight (8) years from the date of the vote to decline participation. The local government must hold another vote if it wishes to continue opting-out beyond eight years.</p> <p>Staff has reviewed FAMLI with its third-party benefits broker and advisor at Gallagher Benefit Services, Katie Roth, who prepared a separate presentation for the Board, which includes an explanation of the program, Pros and Cons of opting out, and survey results along with a recommendation. Staff recommends for RFTA to decline participation in FAMLI and allow employees to opt in if they choose.</p>
Policy Implications:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	None if RFTA opts out. However, an estimated cost would be nearly \$100,000 based upon RFTA’s 2022 payroll figures assuming RFTA’s contribution rate of 0.45% (with the employees paying the remaining 0.45% through payroll deductions). The cost

	could be higher in 2023 based on updated payroll estimates. The timing of this decision will help staff with 2023 budget planning assumptions.
Attachments:	Yes, please click on this link: " RFTA Board Meeting CO Paid Family Leave 08.11.2022.pdf ," or see "RFTA Board Meeting CO Paid Family Leave 08.11.2022.pdf," included in the August 2022 RFTA Board Meeting Portfolio attached to the email transmitting the RFTA Board Agenda Packet.

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

Meeting Date:	August 11, 2022
Agenda Item:	Preliminary Planning Initiatives, Assumptions and Issues for 2023 RFTA Budget
Strategic Outcome:	Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
Recommendation:	Discuss 2023 budget overview information and provide staff with direction.
Core Issues:	<ul style="list-style-type: none"> • On a fund basis, staff will highlight issues associated with the 2023 budget and seek direction from the Board. A list of budget assumptions, issues and highlights is provided on the following pages. • The 1st draft budget will be presented for the Board’s consideration at the September 8, 2022 meeting. • The 2nd draft budget will be presented for the Board’s consideration at the October 13, 2022 meeting. • The 3rd draft budget will be presented for the Board’s consideration at the November 10, 2022 meeting. • The final budget will be presented for the Board’s review and adoption at the December 8, 2022 meeting. • Final Certification of Assessed Valuations from Pitkin, Eagle and Garfield Counties at the December 8, 2022 meeting.
Policy Implications:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	Inaccurate forecasts of revenues and expenditures could result in the unanticipated use of fund balance in order to achieve the Authority’s goals and objectives.
Attachments:	Yes, see the list of 2023 Budget Initiatives, Assumptions, and Issues provided on the following pages.



2023 Budget: Preliminary Planning Initiatives, Assumptions, and Issues

General Fund (including Service Contract Special Revenue Fund)

Budget Initiatives, Assumptions and Issues:

- Align budget with the Outcomes and Objectives identified in RFTA's Strategic Plan.
- The initial budget is designed as a balanced budget and, as possible, increase fund balance for future projects and/or unanticipated needs that may arise during the year through a supplemental budget appropriation resolution.
- The budget should adhere to the financial reserve thresholds in accordance with Policy 2.5.5.
- Consult with RFTA member jurisdictions' Finance Directors to obtain each jurisdiction's sales tax revenue estimates for the budget year. RFTA's sales tax revenue estimates will be based on the information provided by each jurisdiction. Forecasts will be updated accordingly throughout the budget process.
- Consult with Pitkin, Eagle and Garfield County Assessors to obtain each Assessor's preliminary and final assessed valuations of taxable property included in RFTA's district for the budget year. Property tax revenue estimates will be based on the valuations received. Final certification of assessed valuations will occur at the December 2022 Board Meeting.
- Develop revenue estimates for Operating and Capital Grants, and other governmental contributions.
 - The 2022 budget includes Federal Assistance from the FTA Section 5311 Operating Grants of \$2,501,244 to support RFTA's regional transit services. 2023 grant awards are anticipated to be awarded before the end of 2022.
 - The 2022 budget includes State Assistance from the CDOT FASTER Operating Grant of \$200,000 to support RFTA's I-70 regional transit Hogback Service. 2023 grant awards are anticipated to be awarded before the end of 2022.
 - The 2022 budget includes Federal Assistance from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Grant of \$100,000 to support RFTA's I-70 regional transit Hogback Service due to the impact of the COVID-19 pandemic. RFTA does not anticipate receiving any further grants to assist with impacts from of COVID-19.
 - The 2022 budget includes Garfield County contribution of \$500,000 to support a reduced level I-70 regional transit Hogback Service and staff will confirm their 2023 contribution.
 - The 2022 budget includes City of Rifle contribution of \$20,000 to support the I-70 regional Hogback Service and staff will confirm their 2023 contribution.
- Develop Transit Service Plan, initially, assuming baseline service levels (pre-COVID-19) with modifications for seasonal date changes. Staff will prepare potential cost adjustments for services that may be requested by RFTA and its contracting partners:
 - Highway 82 Corridor/BRT Service
 - Grand Hogback I-70
 - Aspen Skiing Company service contract
 - City of Aspen municipal service contract
 - City of Glenwood Springs municipal service contract
 - Maroon Bells Bus Tour and reservation system

- Modifications to transit service plan hours and miles will result in adjustments to Bus Operator shifts, Mechanic positions, vehicle parts and fuel.
- Consider modifications to the transit service plan, if necessary, before recommending the use of fund balance.
- Departments will submit their draft budget requests which can include new operating initiatives and positions. Management will evaluate and prioritize each new initiative and position based on need, available resources, and how it fits with RFTA's Strategic Plan. Priority initiatives will be presented along with the draft budget.
- Departments will submit their capital item and project requests. Management will evaluate and prioritize requests based on need, available resources, and how they fit with RFTA's Strategic Plan. Priority requests will be presented along with the draft budget. Capital grants will be strategically pursued to assist with funding these requests and only those projects that have been awarded grants will be included in the budget or presented in a supplemental budget appropriation resolution during the budget year. Financing options will also be considered, as needed. For example, bus purchases will assume to be financed through a lease purchase, although staff will apply for available grant opportunities.
- Due to timing issues, any unexpended capital items and projects (and any related grant revenues) budgeted for in 2022 may need to be re-budgeted in 2023 in order to complete projects.
- Any additional Board priorities should also be incorporated into RFTA's budget planning assumptions.

New Budget issues:

- Staffing Levels: RFTA ended the 2021/2022 winter season approximately 40 bus operators down from its goal and then implemented service reductions for the Summer season. As RFTA works diligently with its ongoing hiring efforts, it remains challenging to meet our goals given the current labor market along with the high cost of living and scarcity of affordable housing in the region. Staff will continue to monitor RFTA's workforce readiness level which could potentially impact its ability to deliver the assumed baseline service plan (pre-COVID-19).
- Destination 2040: 2023 will be a significant year as RFTA and its partners implement the 2023-2028 Regional Bikeshare Plan in accordance with the Memorandum of Understanding (MOU) that has been circulated among RFTA's membership jurisdictions. The chart below from the MOU reflects the financing plan for the operating and capital funding for 2023:

2023 Summary Bikeshare Operations and Capital Financing Plan

	A	B	C	D	E	F	G	H
Total 2023 Bikeshare Operations and Capital Funding	RFTA	RFTA Existing WE-cycle Funding Commitment	Net RFTA Share	WE-cycle	EOTC	Local	Total	
Total 2023 Bikeshare Indirect and Direct Operations Funding	\$ 543,980	\$ 195,700	\$ 739,680	\$ 191,580	\$ 103,000	\$ 406,598	\$ 1,440,858	
Total 2023 Bikeshare Planning Funding	\$ 101,000	\$ -	\$ 101,000	\$ -	\$ -	\$ -	\$ 101,000	
Total 2023 Bikeshare Startup Operations	\$ 97,000	\$ -	\$ 97,000	\$ -	\$ -	\$ -	\$ 97,000	
Total 2023 Bikeshare Capital	\$ 818,114	\$ -	\$ 818,114	\$ -	\$ -	\$ 204,528	\$ 1,022,642	
Total 2023 Bikeshare Startup Equipment	\$ 221,000	\$ -	\$ 221,000	\$ -	\$ -	\$ -	\$ 221,000	
Total 2023 Bikeshare Capital Replacement	\$ 88,064	\$ -	\$ 88,064	\$ -	\$ -	\$ 22,016	\$ 110,080	
Total 2023 Bikeshare Costs	\$ 1,869,158	\$ 195,700	\$ 2,064,858	\$ 191,580	\$ 103,000	\$ 633,142	\$ 2,992,580	
Percentage Shares of Total Regional Bikeshare Operations Costs	N/A	N/A	51%	13%	7%	28%	100%	
Percentage Shares of Total Regional Bikeshare Costs	N/A	N/A	69%	6%	3%	21%	100%	

- First and Last Mile Mobility (FLMM) Grant Program: This new grant program will enable RFTA to serve as a granting agency that helps “kick-start” new FLMM projects in the region in partnership with its member jurisdictions. FLMM Grant Application Forms are required to be completed by members seeking financial support. The deadline for requests related to the 2023 budget year was at the start of August. Staff will review funding applications and present them to the Board.

Continuing Budget issues and considerations:

- The COVID-19 global pandemic has disrupted consumer behaviors and supply chains which has resulted in inflationary pressures and an increase in the costs for materials, goods, bus parts and supplies, fuel, and capital costs.
- The ongoing threat of COVID-19 and new variants are anticipated to continue. The significance and duration of the overall impacts remains difficult to reasonably estimate. RFTA plans to continue its safety measures but at a reduced level with respect to personal protective equipment, disinfecting and capabilities for virtual meetings and teleworking arrangements wherever applicable.
- Through May 2022 (or June collections), sales and use tax revenues have increased by approximately 32% compared to prior year actuals. Through June, regional transit fares have increased by 19% compared to prior year actuals primarily due to increases in demand and the change from 50% to 100% seated capacity in June 2021. Staff will continue to maintain a conservative approach regarding these revenues.
- For the 2022 tax year, with collections in 2023, the current residential assessment rate of 7.15%, the current commercial assessment rate of 29%, and the full 2.65 mill levy will be assumed for the 2023 budget. Colorado law requires a two-year reassessment cycle for all property, and all properties are reassessed every odd-number year. 2023 is not a reassessment year. Staff will work closely with the Assessors in Pitkin, Eagle and Garfield Counties to obtain preliminary and final assessed valuations within RFTA’s district.
- For 2023, management will continue to utilize fixed price transit diesel fuel contracts to manage price volatility associated with the cost of fuel. As of April 2022, both unleaded and diesel contracts were executed for a majority of RFTA’s fuel needs and equates to a price increase of approximately 26% compared to the 2022 budgeted weighted average. Fuel prices continue to be volatile and staff continues to partner with its fuel vendor to monitor pricing and opportunities to lock additional fuel for 2023. Our current CNG pricing will be assumed in budget preparations.
- Historically, RFTA has experienced annual increases in healthcare costs. In 2022, medical premiums reflected a 5% increase, with no changes in dental and vision premiums. The preliminary estimated annual increase for 2023 is anticipated to be around 7% for medical premiums, 5% for dental premiums, and no change in vision premiums; however, more detailed information will become available in September. Staff continues to review the current plan design to identify possible changes for consideration, if any.
- Historically, the high cost of living in the Roaring Fork Valley has challenged the Authority’s ability to hire and retain qualified personnel. Management continues to review and refine RFTA’s compensation package with respect to wages, incentive programs, and benefit enhancements, including employee housing, in order to remain competitive in the local job market. Although a biennial market survey was conducted in 2021 and market adjustments were made retroactively to July 2021, staff has been actively engaged with its third-party consultant, Employers Council, to develop a proposal for a 2022 cost of living adjustment for the entire workforce based on current salary data in order for RFTA to remain competitive. Staff will continue to work closely with its consultant to monitor wages to determine whether or not additional adjustments should be considered. The Collective Bargaining Unit comprised of full-time bus operators are subject to scheduled pay increases in accordance with their contract.

- Year-to-date RFTA employee housing rental income has remained relatively flat from the prior year. Staff will continue to monitor the local rental housing market, current rental leases, and anticipated new hires during budget preparations.
- Request for Funding Application Forms are required to be completed by organizations seeking financial support. The deadline for requests related to the 2023 budget year will be in September. Staff will review funding applications and present them in the draft budget submitted to the Board. The following represent multi-year funding request that were submitted and approved during the previous budget planning cycles and will remain effective in 2023:
 - **Garfield Clean Energy (GCE):** Starting with the 2021 budget year, the RFTA Board approved a three-year funding request for \$30,000/year (subject to annual appropriation) to support three key program areas and projects: (1) Active Energy Management consultation services to RFTA for its facilities, and hosting of RFTA facilities on the Building Energy Navigator website. (2) Programs to promote and increase availability/use of multi-modal transportation, and adoption of electric and CNG vehicles. (3) Organizational administration, outreach, education, website and reporting. RFTA's contribution in 2023 will be the final year of the approved three-year funding request.
- Other issues and priorities as identified by the Board.

Bus Stops/PNR Special Revenue Fund

Budget Initiatives, Assumptions and Issues:

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

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

Meeting Date:	August 11, 2022
Subject:	Resolution 2022-15: Adoption of First/Last Mile Mobility Plan (RFLMMP), and Update Regarding FLMM Reserve Grant Application Recommendations and “Draft” Regional Bikeshare MOU Process
Strategic Outcome:	2.0 – Accessibility and Mobility
Strategic Objective:	2.3 – Increase alternative mode splits throughout the region 2.4 – Provide increased first and last mile options for customers throughout the service area
Presented By:	David Johnson, Director of Planning and Dan Blankenship, CEO
Staff Recommends:	<ol style="list-style-type: none"> 1. Staff seeks RFTA Board approval of Resolution 2022 -15: Adopting the RFLMMP 2. Staff seeks an indication from the RFTA Board that it supports the 2023 RFTA staff funding recommendations regarding the First-Last Mile Mobility Reserve grant application awards. 3. Staff will also provide an update regarding the status of the process of meeting with prospective parties to the 2023 Regional Bikeshare Services Memorandum of Understanding.
Executive Summary:	<p>A. <u>Regional First- and Last-Mile Mobility Plan (RFLMMP):</u></p> <ol style="list-style-type: none"> 1. In March 2021, RFTA’s consultant, Toole Design, undertook the Roaring Fork Valley Regional Bikeshare Plan (RFVRBP) and the RFLMMP. The RFVRBP was completed and adopted by the RFTA Board of Directors by Resolution 2022-11 at the May 12, 2022 meeting. The RFLMMP was completed in June 2022 and was presented by Robby Long, Urbantrans, to the Board at its July 14th meeting. 2. The RFLMMP included robust public and stakeholder outreach throughout the region. The study indicated that with all current and future services provided by RFTA, there appears to be a desire from members of the Hispanic community for more outreach about planned service improvements and changes. 3. The RFLMMP evaluated a number of FLMM strategies for possible further study and implementation by RFTA. The goal of the study was to help guide FLMM investments that will make accessing regional transit services easier; with a focus on more sustainable transportation. In addition to bikeshare, e-bike incentives, micro-transit services, secured bike parking, and infrastructure improvements, one strategy that is particularly intriguing is the potential development of a Community Carpooling App, which would make it possible for people to share rides in real time. 4. RFTA-wide and community-specific recommendations have been developed and split into three key categories: Transportation Services, Infrastructure, and Programs.

5. The RFLMMP does not include cost estimates or timetables for implementation but, rather serves as a flexible menu of FLMM options for RFTA and its community partners to consider in the future.
6. A copy of the RFLMMP can be download by clicking on this link: [FLMM Plan.pdf](#)
7. ***Staff recommends that the Board approve Resolution 2022-15, attached below, adopting the RFLMMP.***

Additional RFLMMP Background:

First and Last Mile Mobility (FLMM) is an important part of a successful transit system, particularly for RFTA, where the highest stop activity is concentrated at the limited BRT stops: Rubey Park, Carbondale, 27th Street, El Jebel, and Basalt Avenue. Many of these stops have limited parking supply, and passengers arriving or disembarking at these stops need options for completing the “first/last miles” of their journeys, whether it be to to/from home, work, medical facilities, shopping, or recreation.

The first and last mile mobility issue extends beyond improving access to transit. Nationwide, approximately 40% of all personal trips are 2 miles or less in length. Providing FLMM options has great potential to increase mobility and accessibility for those who cannot or choose not to drive an automobile, for reducing congestion, for reducing GHG emissions, and for addressing other community goals. Numerous studies in Aspen and Glenwood Springs, for instance, have asserted that local trips (trips beginning and ending within the town) are exacerbating traffic congestion, particularly during peak hours.

During the Destination 2040 planning process, many communities in RFTA’ service area suggested that bike sharing was a transportation priority. After the D2040 ballot measure was approved in November 2018, RFTA began a Regional Bike Share/First and Last Mile Mobility Study to develop plans for expanding bike share in Aspen, Basalt, and El Jebel, and implementing new bike share programs in Carbondale and Glenwood Springs. During the planning process, participating jurisdictions have expressed interest in considering FLMM strategies in addition to bike share. In addition, it has become clear that Destination 2040 mill levy funding commitments will not be able to defray all the capital and operating needs required to implement an expanding regional bike share system.

The development of FLMM services was one of three main RFTA Board priorities for 2022 stemming from the Board’s July 8, 2021 Strategic Retreat. In December 2021, the RFTA Board approved the creation of a First and Last Mile Mobility Reserve (FLMMR) category in the General Fund to set aside resources to help fund discretionary grant applications for FLMM projects submitted by RFTA member jurisdictions.

The initial FLMM Reserve fund was created by transferring \$3 million from the existing Unassigned Fund Balance (estimated balance at 12/31/21 of \$12.8 million) to a new FLMM in Committed Fund Balance. FLMMR funds will be granted, at up to 50% of the project cost, to fund the planning and implementation of FLMM services in RFTA’s member jurisdictions.

By Resolution 2021-20, RFTA Board Policy 2.5.5 was amended to read as follows (changes in ***bold italics***):

Financial planning for any fiscal year or the remaining part of any fiscal year may not deviate materially from the Board's Ends priorities, risk fiscal jeopardy, or fail to be derived from a multi-year strategic plan.

Accordingly, the CEO shall not allow budgeting that:

A. Fails to allocate at least an average of two (2) months of budgeted General Fund Revenues to Operating Reserves or an average of two (2) months of budgeted General Fund Expenditures, whichever is larger. Revenues include property tax, sales and use tax, service contracts, fares, operating grants and contributions. Expenditures include, operating expenditures, operating expenditures allocated to service contracts, and debt service. Such Operating Reserves may be drawn upon on recommendation of the CEO with Board approval to compensate for expected shortfall. At year-end, any available surplus in the General Fund will be allocated in the following manner: **70%** to Committed Capital Reserves, **10% to Committed First and Last Mile Mobility (FLMM) Reserves**, and **20%** to Unassigned Fund Balance. The portion allocated to Committed Capital Reserves will be further allocated in the following manner: 75% Transit Capital Reserves, 20% Facilities Capital Reserves, and 5% Trails Capital Reserves. Such Capital Reserves may be drawn upon on recommendation of CEO with Board approval to fund capital needs and replenished using year-end surpluses. ***Such FLMM Reserves may be drawn upon on program requirements and recommendation of CEO with Board approval.***

Additionally, by Resolution 2021-20, the Board amended Board Job Products Policy to add 4.2.5.B., as follows

B. Requirements for RFTA contributions to RFTA member jurisdictions for First and Last Mile Mobility (FLMM) solutions, to be known as "FLMM Grants," shall be as follows:

- 1) The RFTA CEO shall establish and administer a FLMM Grant Program. Guidelines for the program will generally include, but not be limited to:***
 - a. Eligibility requirements;***
 - b. Evaluation criteria;***
 - c. A rating process that takes into consideration the project's:***
 - i. Justification;***
 - ii. Nexus with (and ability to advance) RFTA's strategic objective to provide increased first and last mile options for customers throughout service area;***
 - iii. Local financial commitment;***
 - iv. Plan for financial sustainability;***
 - v. Impact on the reduction of greenhouse gases.***
 - d. Performance metrics and periodic reports.***
- 2) Total RFTA FLMM grant contributions will not exceed available resources in the FLMM Reserve unless additional funding is approved by the Board.***

- 3) *Requests for RFTA FLMM grant funding from RFTA member jurisdictions will be considered during RFTA’s annual budget process, although the RFTA Board may grant exceptions to this requirement in 2022, the first year of the RFTA FLMM grant program.*
- 4) *Requests for RFTA FLMM grant funding shall be submitted by deadlines to be established by RFTA each year.*
- 5) *Requests for RFTA FLMM funding will require a 50% local match by the requesting organization.*
- 6) *FLMM grant requests by quasi-governmental and non-profit organizations must be made in partnership with and submitted by RFTA jurisdictions, which will be the grantees.*
- 7) *The RFTA CEO will present recommendations for FLMM grant awards to the RFTA Board during the annual budget process.*

B. Calendar Year/Budget Year 2023 FLMM Proposals

This is the first year that RFTA has solicited proposals for FLMMR grant funds from member jurisdictions. RFTA received seven proposals, amounting to \$734,000 in FLMMR funds. These proposals are summarized below:

Applicant	Scope	Cost
City of Aspen	Add five bikeshare stations to the west of downtown Aspen; add and/or replace equipment	\$40,024 request \$40,024 local match
Pitkin County	Buttermilk Bicycle/Pedestrian Crossing of SH82 – Design to FIR (30%)	\$150,587 request \$150,587 local match
Pitkin County	Truscott to Buttermilk Sidewalk/Trail (1.3 miles) – 100% Design	\$118,692 request \$118,692 local match
Town of Basalt	Operating funding for Town of Basalt’s existing bike share system, for 9 months of year 2023	\$25,905 request \$25,905 local match
Town of Basalt	Basalt Connect Microtransit Service – Year 2023 operating	\$193,483 request \$193,483 local match
Town of Carbondale	Capital (15 new stations) and Operating for 2023	\$105,344 request \$105,344 local match
City of Glenwood Springs	Blake Avenue Multimodal Corridor Improvements 7 th st-27 th street – Design (estimate of bike/ped components)	\$100,000 request \$500,000 local match
TOTAL FLMMR REQUESTS		\$ 734,035 RFTA Share \$1,134,035 Local Match

Calendar Year 2023 FLMMR Project Awards

RFTA has sufficient funding committed to the FLMMR to fund all projects proposed for 2023. Currently there is an unobligated balance of \$5.635 million in the FLMMR and it is likely that some amount of year-end 2022 surplus will be added. In addition, all of the above projects meet the funding guidelines and goals of the FLMMR. Therefore, staff recommends that the requests outlined above be fully funded for the 2023 year, in order to facilitate the development of FLMM alternatives as envisioned by the RFTA Board's Strategic Plan.

Although award amounts will not be appropriated until the final budget is adopted on December 8, 2022, staff recommends that the Board express its support for the staff FLMMR grant funding recommendations now, so that RFTA's community partners can have more certainty in planning their 2023 budgets.

Calendar Year 2024 Updates to Funding Guidelines

This is RFTA's first foray into developing a grant program, evaluating proposals and making awards. The proposals received this year have prompted questions and potential changes to future guidelines and funding, including, but not limited to:

- 1) Design and Engineering Funding: RFTA intended to make awards primarily for capital and operating. This was not made clear in the funding guidance. Nearly half of the proposals requested support for design and engineering of projects that would make travel more convenient and safer for pedestrians and cyclists. While developing 100% plans for projects is critical for garnering grants and other funding, and for constructing projects, RFTA may consider clarification of design and engineering support. For instance, it may consider this support as a lower priority to capital and operating grants, or it may consider funding these requests at a lower ratio.
- 2) Funding Caps: To ensure funding equity and longevity of the grant program, RFTA may also consider specifying a limit on grant funds, by project and/or by jurisdiction.

3. Status of "Draft: Memorandum of Understanding Regarding RFTA 2023 – 2028 Regional Bikeshare Services (Draft MOU):

Following is a status update regarding the status of the process of sharing the Draft MOU with prospective jurisdictional partners is as follows:

City of Aspen: Conditional approval of the Draft MOU was granted by the Aspen City Council at its July 12 meeting.

Town of Basalt: Conditional approval of the Draft MOU was granted by the Town Council of Basalt at its July 26 meeting.

Town of Carbondale: Conditional approval of the Draft MOU was granted by the Town Council of Carbondale at its June 28 meeting.

	<p><u>Eagle County:</u> A copy of the Draft MOU and a Memorandum to the Board of County Commissioners (BOCC) explaining the Draft MOU have been provided to County Staff. Discussions with County Staff have been initiated and recommended timing and process steps for presenting the Draft MOU to the BOCC will be forthcoming.</p> <p><u>City of Glenwood Springs:</u> A copy of the Draft MOU and a Memorandum to City Council explaining the Draft MOU have been provided to City Staff. Discussions with City Staff have been initiated and recommended timing and process steps for presenting the Draft MOU to the City Council will be forthcoming.</p> <p><u>Pitkin County:</u> A copy of the Draft MOU and a Memorandum to the Board of County Commissioners (BOCC) explaining the Draft MOU have been provided to County Staff. Discussions with County Staff were conducted on July 29, and RFTA and WE-cycle staff will appear to present the Draft MOU in a BOCC Work Session scheduled for September 6, 2022</p> <p><u>Town of Snowmass Village:</u> Conditional approval of the Draft MOU was granted by the Town Council of Snowmass Village at its August 2 meeting.</p>
Background/ Discussion:	See Executive Summary, above.
Governance Policy:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).
Fiscal Implications:	The combined estimated cost of the Roaring Fork Valley Regional Bikeshare Study and the RFLMMS was approximately \$180,000.
Attachments:	<p>Yes, please Resolution 2022-15, attached below.</p> <p>Click on this link for a copy of the current “Draft of the Memorandum of Understanding Regarding Roaring Fork Transportation Authority 2023 – 2028 Regional Bikeshare Service” and “FLMM Plan.pdf”</p> <p>Find “Draft Bikeshare MOU 07-21-22.pdf” and FLMM Plan.pdf,” in the August 2022 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda.</p>

Director _____ moved to approve the following Resolution.

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY**

**RESOLUTION NO. 2022-15
ADOPTING THE REGIONAL FIRST AND LAST MILE MOBILITY PLAN (RFLMMP)**

WHEREAS, pursuant to title 43, article 4, part 6, Colorado Revised Statutes, as amended, Colorado counties and municipalities are authorized to establish, by contract, regional transportation authorities, which are authorized to finance, construct, operate and maintain regional transportation systems; and

WHEREAS, pursuant to Title 29, Article 1, Part 2, C.R.S., as amended, and article XIV, Section 18 of the Colorado Constitution, governments may contract with one another to provide any function, service or facility lawfully authorized to each of the contracting units and any such contract may provide for the joint exercise of the function, service or facility, including the establishment of a separate legal entity to do so; and

WHEREAS, Section 602 (b) of the RFTA IGA states that “the Authority may enter into contracts with any Member or other person or entity for the provision of transit services in the manner and subject to the terms of such contracts; and

WHEREAS, Section 602 (c) of the RFTA IGA states that “the Authority shall provide regional transportation planning services needed to plan and direct Authorized Transportation Projects; and

WHEREAS, in the 2019 RFTA Strategic Plan, the RFTA Board of Directors (the RFTA Board) established Accessibility and Mobility Strategic Outcome 2.0 that states, “RFTA will provide accessible, effective, and easy to use mobility options that connect our region for all user types;” and

WHEREAS, Smart Objective 2.4 states, “Provide increased first and last mile options for customers throughout service area;” and

WHEREAS, the development and implementation of First and Last Mile Mobility alternatives throughout the region in the coming years will help RFTA achieve Strategic Outcome 2.0 and Smart Objective 2.4; and

WHEREAS, it was envisioned in RFTA’s Destination 2040 Plan, which served as the basis for RFTA’s regional 2.65 mill property tax measure 7A that was approved by voters on November 8, 2018, that RFTA would develop, implement, and provide expanded regional bikeshare services in communities throughout the State Highway 82 corridor; and

WHEREAS, the Destination 2040 Plan approved by voters in November 2018 designated \$1.271 million in capital funding and \$583,000 in annual operating funding (increasing by 3% per year) for the expansion of regional bikeshare services in Aspen, Basalt/El Jebel, Carbondale, and Glenwood Springs; and

WHEREAS, prior to the implementation of expanded regional bikeshare services, RFTA determined it was advisable to develop the Roaring Fork Valley Regional Bikeshare Plan (RFVRBP) and a companion Regional First and Last Mile Mobility Plan (RFLMMP). The plans were undertaken in order to more fully understand the regional bikeshare system requirements in terms of equipment, staffing, financing, phasing, and organizational structure, as well as what the range of viable First and Last Mile Mobility (FLMM) alternatives could be within each of RFTA’s member jurisdictions; and

WHEREAS, the RFVRBP sets forth a multi-year phased implementation plan for the City of Aspen, the Town of Basalt, the unincorporated El Jebel area of Eagle County, the Town of Carbondale, and the City of Glenwood Springs, and also includes the Towns of Snowmass Village and New Castle (which were not included in the designated Destination 2040 bikeshare expansion funding); and

WHEREAS, the total estimated cost of implementing all phases of the RFVRBP exceeds the funding designated in the Destination 2040 plan for regional bikeshare expansion and will require additional resources to implement, which could include grants, appropriations from RFTA's First/Last Mile Mobility Reserve and General Fund; and

WHEREAS, at its regularly scheduled meeting on May 10, 2022, the RFTA Board of Directors adopted the RFVRBP by means of Resolution 2022-11 and authorized the RFTA CEO to develop, negotiate, finalize, and execute a Multi-Jurisdiction Memorandum of Understanding (MOU) with participating jurisdictions and a Service Operating Agreement with WE-cycle, the regional bikeshare provider, and that process is currently underway; and

WHEREAS, in 2018, prior to the election regarding the Destination 2040 Plan, dedicated funding for First and Last Mile Mobility (FLMM) alternatives other than bikeshare were not included in the Destination 2040 Plan; and

WHEREAS, at its regularly scheduled meeting on December 9, 2021, the RFTA Board desired to address this important FLMM funding issue by adopting Resolution 2021-20, which amended RFTA Board Policies 2.5 (Financial Planning and Budgeting) and 4.2 (Board Job Products) to provide for the establishment of a FLMM Reserve (FLMMR) as a strategy for achieving Strategic Outcome 2.0 and Smart Objective 2.4 and facilitating and expediting the development of FLMM alternatives in the future in addition to bikeshare; and

WHEREAS, the amendment to Board Job Products Policy 4.2, directed the RFTA CEO to establish and administer a FLMMR grant program, including the development of eligibility and local match requirements, among others; and

WHEREAS, at its regularly scheduled meeting on December 9, 2021, the RFTA Board of Directors also approved a 2023 FLMMR request from the Town of Basalt for 50% of the estimated \$360,000 cost of the Basalt Connect microtransit service implemented as a pilot program in 2022; and

WHEREAS, the RFLMMP was completed after the RFVRBP and, at its July 14, 2022 meeting, the RFTA Board received a presentation regarding the "final draft" RFLMMP; and

WHEREAS, the goals of the RFLMMP were to guide RFTA and its partner communities in making cost-effective investments in mobility solutions that improve access to transit services for a wider breadth of people and trip purposes, and to focus on transportation solutions that are more environmentally sustainable and cost-effective than traditional transit solutions, and which also facilitate greater utilization of RFTA transit services; and

WHEREAS, during the development of the RFLMMP, substantial public and stakeholder outreach were undertaken, both in person and online, including pop-up events in Aspen, El Jebel, Glenwood Springs, New Castle, and Snowmass Village, with input received guiding RFLMMP recommendations; and

WHEREAS, the RFLMMP provides a Recommendation Framework that addresses Transportation Services, Education Programs and Promotional Materials, and Infrastructure, and specific recommendations regarding the types of FLMM strategies that are best suited for different communities and unincorporated areas of the region; and

WHEREAS, the RFTA Board has determined that the RFLMMP will provide RFTA and its community partners a flexible menu of FLMM options that could be desirable and suitable for implementation in the future.

NOW, THEREFORE, BE IT RESOLVED BY THE RFTA BOARD OF DIRECTORS THAT:

The Regional First and Last Mile Mobility Plan is hereby adopted in order to serve as a flexible roadmap for the possible future implementation of regional First and Last Mile Mobility Services.

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 11th day of August, 2022.

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

By: _____
Jeanne McQueeney, Chair

I, Secretary of the Board of Directors (the “Board”) of the Roaring Fork Transportation Authority (the “Authority) do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on August 11, 2022; (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 11th day of August, 2021.

Nicole R. Schoon, Secretary to the RFTA Board

**RFTA BOARD OF DIRECTORS MEETING
“PUBLIC HEARING” AGENDA SUMMARY ITEM # 9. A.**

Meeting Date:	August 11, 2022
Agenda Item:	Resolution 2022-16: 2022 Supplemental Budget Appropriation
Strategic Outcome:	Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
Recommendation:	Adopt Supplemental Budget Appropriation Resolution 2022-16

As part of on-going review, staff has identified the following items described below which require budget amendments to true-up existing budgets and add new items based on current projections and updated information, particularly with longer lead times on capital items and also current labor and market indicators with respect to wages.

General Fund:

- 1. GMF Expansion Project - Phases 3, 4, 5, & 7:** At the May 12th Board meeting, the board approved Supplemental Budget Appropriation Resolution 2022-12 which provided \$15 million of additional funding which allowed staff to move forward with this project. At that time, staff indicated that the \$15 million may be offset by an estimated \$5 million from two pending grant awards. At the end of May 2022, RFTA received a CDOT grant award letter in the amount of \$2,762,280 for the GMF Expansion Phases 3, 4, 5, & 7 Project funded by an FTA 5311 Grant. This leaves an estimated \$3 million from a pending FTA 5339 grant award. Below is an updated financial summary of the project to reflect the addition of this grant and corresponding reduction of RFTA’s contribution to the project:

Executive Summary:

			a	b	c	=a+b+c
GMF Expansion Project - Phases 3, 4, 5 & 7	Total Estimated Project Cost	2021 Budget General Fund	2022 Budget General Fund	2022 Budget Series 2021A CPF	August Reso 2022-16 General Fund	Total 2022 Adjusted Budget
Capital Outlay	\$ 71,842,438	\$ 210,402	\$ 45,772,038	\$ 25,859,998	\$ -	\$ 71,632,036
FTA Capital Grants (BUILD)	\$ 13,009,000	\$ -	\$ 13,009,000	\$ -	\$ -	\$ 13,009,000
FTA Capital Grants (5339b)	\$ 11,475,000	\$ -	\$ 11,475,000	\$ -	\$ -	\$ 11,475,000
FTA Capital Grants (5339b)	\$ 9,350,000	\$ -	\$ 9,350,000	\$ -	\$ -	\$ 9,350,000
FTA Capital Grant (5311)	\$ 2,762,280	\$ -	\$ -	\$ -	\$ 2,762,280	\$ 2,762,280
CDOT Capital Grant (SB267)	\$ 2,976,000	\$ -	\$ 2,976,000	\$ -	\$ -	\$ 2,976,000
RFTA Share	\$ 32,270,158	\$ 210,402	\$ 8,962,038	\$ 25,859,998	\$ (2,762,280)	\$ 32,059,756
Total Funding	\$ 71,842,438	\$ 210,402	\$ 45,772,038	\$ 25,859,998	\$ -	\$ 71,632,036

Staff is requesting a budget amendment for this grant.

- \$2,762,280 increase in Grant Revenues**

2. **Non-revenue Support Vehicles:** The 2022 adopted budget includes funds to purchase and replace eight (8) non-revenue support vehicles. Due to global supply chain issues, inventory of 2022 model year vehicles available via state contracts were depleted before dealer cutoffs. This impacted prices on available stock and Staff is requesting a true-up of \$105,100 for eight (8) non-revenue support vehicles.

In addition, due to continued supply chain issues and increased lead times, Staff is advancing a new budget request in the amount of \$235,000 to purchase and replace six (6) new non-revenue support vehicles. This item was originally considered as a 2023 budget request but was identified as a priority so that orders can be placed earlier to ensure delivery in 2023.

- a. **\$340,100 increase in Capital Outlay**

3. **Air Purification System – Bus Fleet:** In order to reduce the threat of COVID-19 and related bacterial pathogens, odors and mildews on RFTA’s Bus and Cutaway fleet while the bus is running, Staff would like to retrofit this fleet with an air purification system. This system will purify recirculating air and provide improved air filtration systems. This system will negate staff time and materials by eliminating the vehicle-fogging procedures established during the pandemic as part of RFTA’s COVID-19 Emergency Response Plan. This item was originally considered as a 2023 budget request but was identified as a priority to install by this upcoming winter season. Staff is requesting the following budget for this item:

- a. **\$491,900 increase in Capital Outlay**

4. **Trapeze Software:** In order to improve operational and internal communications, and support social distancing with Operations and bus operators, additional software features are needed. The benefits associated with these requested features included making information available on demand, improved communications and operational awareness between operators and supervisory staff, and enhances links to existing database real time. Once implemented, this new feature can be extended to the Vehicle Maintenance and Facilities Departments. This item was originally considered as a 2023 budget request but was identified as a priority due to longer lead times to ensure implementation in 2023. Staff is requesting the following budget amendment for this change:

- a. **\$256,000 increase in Capital Outlay**

5. **AMF Fall Protection –** RFTA personnel conducts frequent and recurring inspections of its facilities, including the air handlers, roof drains, smoke vents, and general conditions of the Aspen Maintenance Facility (AMF) roof. In order to provide enhanced safety measures, additional fall protection equipment is required, which includes counter-weighted freestanding guardrails and a freestanding crossover/stairway. Staff is requesting the following budget amounts for the safety equipment:

- a. **\$59,000 increase in Capital Outlay**

6. Marketing and Communications – In order to enhance RFTA’s communications internally and with its customers, additional support is requested to provide timely high-quality communication and marketing plans for both internal and external use. Added support comes in two (2) components: (1) a new Communications Specialist Full-Time Equivalent (FTE) job position; and (2) Spanish Translation Services. The Communication Specialist will assist the Communications Manager by performing professional marketing and public relations duties and coordinating/monitoring promotional and informational changes and is assumed to start at the beginning of October 2022. This item was originally considered as a 2023 budget request but was identified as a priority by management. The Spanish Translation Services will be used for external translations for public notices, press releases, social media posts, public news, and external translations of internal documents, such as departmental memos, news items, and tutorials. Previous translation services were being performed primarily by one bilingual employee, who recently left RFTA. Staff is requesting budget amounts of \$30,000 for the Communications Specialist job position and \$5,000 for the Spanish Translation Services:

a. **\$35,000 increase in Transit**

7. Regional Bikeshare – As part of RFTA’s Destination 2040 Plan, RFTA expects to start the implementation of the 2023-2028 Regional Bikeshare Services. The Capital Plan includes the purchase of stations and pedal bikes to be placed in service in 2023. In order for WE-Cycle to receive the stations and pedal bikes with an estimated delivery date of June 2023, the order must be placed by the end of August 2022 due to longer lead times with a 50% deposit. The remaining 50% is expected to be included and paid in the 2023 budget year. The total estimated cost for new Bikeshare Capital is \$1,022,642 with a 50% deposit of \$511,321. The total estimated cost for the Bikeshare Capital Replacement is \$110,080 with a 50% deposit of \$55,040. At this time, Staff is requesting new budget for the 50% deposit contribution:

a. **\$556,361 increase in Capital Outlay**

8. Cost of Living Adjustment: In 2021, the RFTA Board approved wage adjustments for full time CDL bus operators covered in the renegotiated Collective Bargaining Agreement (CBA) with ATU Local 1774 and approved wage adjustments for all other employees based on market survey results from the biennial compensation review conducted by third party consultants, Employers Council. Both wage adjustments were implemented in July 2021 which was 6-months earlier than originally planned. Since then, staff has been closely monitoring the increased stress and challenges on our workforce along with growing concerns of inflation.

At the March 10, 2022 Board meeting, the RFTA Board approved discretionary employee recognition bonuses for the 2021/2022 winter high season that paid up to \$1,000 for frontline employees and up to \$500 for non-frontline employees. Since then, staff has been monitoring the labor market and the continued growth of inflation. With consultation from Employers Council, staff is proposing a cost of living adjustment for the entire workforce that is in line with the current labor and market indicators. In order to stay competitive in the

	<p>current labor market, assist with the rising cost of living, and ensure a productive workforce, Staff recommends a 5% cost of living adjustment (COLA) for all RFTA employees applied retroactively to July 3, 2022. This wage adjustment improves RFTA’s ability to retain its valuable workforce and help its hiring efforts for unfilled positions by staying competitive with the current economic conditions and tight labor market in the Roaring Fork Valley. This 5% COLA would require the Hourly Pay Schedule in Article XVII, section E. of the CBA to be amended accordingly.</p> <p><i>Included in this supplemental budget appropriation is authorization for the CEO to execute an amendment to the Collective Bargaining Agreement with Amalgamated Transit Union Local 1774 to formalize this change to the wage scale, which will not only adjust the 2022 wage progression but, also, the wage progressions for 2023, and 2024.</i></p> <p>The estimated cost to implement the 5% COLA retroactively to July 3, 2022 is approximately \$750,000 and is expected to be funded by ongoing sales tax revenues. Through May 2022 (or June collections), sales tax revenues outperformed budget by 48% or \$4.6 million. However, due to unfilled positions, primarily bus operators, staff recommends to repurpose \$750,000 of accumulated budget savings in compensation through June to cover the cost for the COLA in the current year. As a result, there is a net-zero impact to the 2022 budget.</p>				
Policy Implications:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”				
Fiscal Implications:	<p>Net increase (decrease) to 2022 fund balance by fund:</p> <table border="1" data-bbox="594 1178 1344 1247"> <tr> <td>General Fund</td> <td>\$1,013,919</td> </tr> <tr> <td>Total</td> <td>\$1,013,919</td> </tr> </table>	General Fund	\$1,013,919	Total	\$1,013,919
General Fund	\$1,013,919				
Total	\$1,013,919				
Attachments:	Yes, please see Resolution 2022-16, attached below.				

Director _____ moved adoption of the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY**

**RESOLUTION NO. 2022-16
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 August 11, 2022 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:

General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Grants	\$2,762,280	2022 5311 Grant - GMF Phase 3, 4, 5, and 7
Total Revenue & OFS	\$2,762,280	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$31,881,900	-	\$31,881,900
Property tax	11,876,000	-	11,876,000
Grants	46,747,016	2,762,280	49,509,296
Fares	3,723,500	-	3,723,500
Other govt contributions	1,953,160	-	1,953,160
Other income	941,380	-	941,380
Other financing sources	11,009,281	-	11,009,281
Total	\$108,132,237	\$2,762,280	\$110,894,517

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$105,100	True up costs for Non-Revenue Vehicles
Capital	235,000	6 Non-revenue Vehicles
Capital	491,900	Fleet Air Purification System
Capital	256,000	Trapeze Software
Capital	59,000	AMF Rooftop Protection
Transit	30,000	New Position - Communications Specialist
Transit	5,000	Spanish Translation Services
Capital	511,321	We-Cycle - Bikeshare Capital
Capital	55,040	We-Cycle - Bikeshare Capital Replacement
Total Expenditures & OFU	\$1,748,361	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$2,160,194	-	\$ 2,160,194
Transit	35,995,064	35,000	36,030,064
Trails & Corridor Mgmt	896,000	-	896,000
Capital	83,846,629	1,713,361	85,559,990
Debt service	1,649,984	-	1,649,984
Other financing uses	\$4,986,970	-	\$4,986,970
Total	\$129,534,841	\$1,748,361	\$131,283,202

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

Revenues and other financing sources	\$2,762,280
Less Expenditures and other financing uses	(1,748,361)
Net increase (decrease) in fund balance	\$1,013,919

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$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
Total Net Change		(\$20,388,685)	

*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 11th day of August 2022.

**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 August 11, 2022; (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 Alternates 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 11th day of August, 2022

Nicole R. Schoon, Secretary to the RFTA Board

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

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: August 11, 2022

Ridership: Through June, 2022, RFTA’s year-to-date system-wide ridership was up 46.2% compared to same period in 2021.

The chart on the page below compares year-to-date June 2022 ridership with year-to-date June 2019 pre-pandemic ridership. Overall, Year-to-Date system-wide ridership in June 2022 was down 25% compared to year-to-date system-wide ridership in 2019. However, Valley ridership was only down 19%.

Total Ridership YTD Comparison: 2019 vs. 2022			
Service	YTD June 2019	YTD June 2022	% Vari YTD 2022 to YTD 2019
Aspen	787,448	479,652	-39%
Valley	1,373,495	1,107,002	-19%
Hogback	49,247	64,982	32%
Other	642,894	484,133	-25%
Total	2,853,084	2,135,769	-25%

The chart below compares the month of June 2022 with the pre-COVID month of June 2019. System-wide ridership In June 2022 was down 16% compared with June 2019, however, Valley ridership was only down 13%.

Ridership Comparison: June. 2019 vs. June. 2022			
Service	Jun-19	Jun-22	% Vari June 2021 to June 2019
Aspen	83,451	53,710	-36%
Valley	227,558	197,759	-13%
Hogback	8,123	11,295	39%
Other	67,186	60,750	-10%
Total	386,318	323,514	-16%

Winter 2022/23 Readiness

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

From now (August) until January 2023, RFTA will have completed 5 additional new bus operator training classes to staff the 2022/2023 winter season. We currently have 139 bus operators in August 2022, which will provide over 105% operational readiness for this fall season. For RFTA to be at 105% readiness for this winter season, we will need to bring back or train 47 Bus Operators (186 total). If we can fill each of our training classes and graduate each class without attrition, this would provide 40 additional drivers. In addition, we usually have returning winter seasonal drivers (last winter, we had 18 returning seasonal drivers) which, if we have similar numbers compared to winter 2021/22, would put us at 197 Operators or 112% percent operational readiness. However, we will likely experience attrition from our training classes and our existing Bus Operator pool prior to winter, so it is too soon to know if winter service reductions will be needed. If we do need to make reductions prior to the 2022/2023 winter season, we will need to make those decisions in October 2022 in order to build the winter service schedule and facilitate the Bus Operator scheduling assignments.

Staff will continue to update the Board at subsequent meetings of RFTA’s winter operational readiness and if any service reductions will be needed.

RFTA 2022/23 Winter Bus Operator Staffing needs

Current # of Bus Operators as of August 2022	139
# of Bus Operators needed for 105% Operational Readiness for Winter Season (readiness level that does not require service reductions)	186

RFTA 2021 Work Plan for Destination 2040 Implementation

E1 - Bus Replacement – Ten, 40’ clean diesel, low floor buses

2022 Budget: \$7,280,650	% Complete: 25%	Last Updated: March 2022
<ul style="list-style-type: none"> 2022 Budget included funding to purchase 10 replacement clean diesel, low floor buses. This budget was appropriated in the 2022 Annual Budget appropriation. 		<ul style="list-style-type: none"> Order placed on Feb 10 10 buses to be delivered May 2023

E2 - Bike Share Expansion

2022 Capital Budget: \$0	%Complete: 100%	Last Updated: Complete
<ul style="list-style-type: none"> 2022 Budget includes the remaining project funds from a 2021 appropriation of \$200,000 for a Bike Share Expansion and First and Last Mile Planning Study. 		<ul style="list-style-type: none"> Plan Adopted by RFTA Board

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

2022 Budget: \$3,640,325	% Complete: 25%	Last Updated: March 2022
<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"> Buses ordered Feb 10 5 buses to be delivered May 2023

C5 - Grand Avenue Corridor Study (MOVE) (27th Street Parking Expansion, Glenwood In-line Stations, GWS Transit Center, Extension of BRT Downtown GWS, Connections to 1-70 Corridor)

2022 Budget: \$150,000	% Complete: 95%	Last Updated: March 2022
<ul style="list-style-type: none"> MOVE study to identify a locally preferred alternative to extend the BRT service from 27th Street Park and Ride to the West Glenwood Springs Park and Ride. 		<ul style="list-style-type: none"> Scope of work is being finalized between Glenwood Springs and RFTA

C8 - 27th Street Parking Expansion

2022 Budget: \$65,000	% Complete: 25%	Last Updated: February 2022
<ul style="list-style-type: none"> The 2022 budget only includes O&M funding for the 505, 27th Street property as it will be utilized for construction staging of the 27th Street/SH 82 Underpass in 2022. 		<ul style="list-style-type: none"> Closing has occurred and RFTA is in possession of 505, 27th Street, Glenwood Springs. Property will be used for Construction staging, worksite PM offices as well bus layover and break area until converted to Park and Ride.

C13 – Town of Snowmass Village Transit Center

2022 Budget: \$500,000	% Complete: 20%	Last Updated: May 2021
<ul style="list-style-type: none"> RFTA staff continue to coordinate with Town of Snowmass on the design and implementation of the Snowmass Transit Center. 		<ul style="list-style-type: none"> TOSM received \$13.5m from FTA 5339 to help with additional costs of this project. RFTA staff continue coordination efforts with TOSM on design of Transit Center. It is understood that Snowmass may request RFTA’s \$500,000 contribution to this project in 2022.

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

2022 Budget: \$3,800,392	% Complete: 30%	Last Updated: July 2022
<ul style="list-style-type: none"> In 2022 RFTA staff plan to contract with a construction team and begin construction of the 27th Street and SH-82 Underpass in fall 2022. 		<ul style="list-style-type: none"> All bids rejected due to budget constraints Project on hold pending grant application. Awards to be announced in August/Sept. 2022.

S4 - Buttermilk Underpass

2022 Budget: \$0	% Complete: 0%	Last Updated: September 2021
<ul style="list-style-type: none"> The RFTA Contribution when budgeted is \$500,000 to be applied towards construction of a grade pedestrian crossing at the Buttermilk intersection in Pitkin County. 		<ul style="list-style-type: none"> Pitkin County is beginning to coordinate partnerships and design efforts, including applying for RFTA FLMMR funding for 2023.

S7 - Glenwood Maintenance Facility (GMF) Expansion

2022 Budget: \$28,246,556	% Complete: 30%	Last Updated: August 2022
<ul style="list-style-type: none"> 2022 Budget includes remaining funding for Phase 2 Construction: Grading, Excavation, Fleet Maintenance Build Renovation & Expansion. Construction funding for phases 3,4,5,7 has been appropriated in 2022 Annual Budget. 	<p>Phase 2</p> <ul style="list-style-type: none"> Project Complete. Vehicle Maintenance Staff moved into new space. <p>Phase 3,4,5,7</p> <ul style="list-style-type: none"> RFTA working with City of Glenwood Springs to navigate the Development Review process. Construction to begin August 2022. Design at 30% <p>Phase 6 (Transit Center and Operations Center)</p> <ul style="list-style-type: none"> RFTA waiting to hear on pending Raise Grant application. Grant awards to be announced August/Sept. 2022. 	

S10 - Replacement Office/Housing

2022 Budget: \$895,165	% Complete: 10%	Last Updated: July 2022
<ul style="list-style-type: none"> Staff has received a Housing Feasibility study in Dec. 2021 and will use this document to help craft a recommendation for a 2023 Strategic Initiative to begin construction in 2023. 	<ul style="list-style-type: none"> Staff working to purchase existing housing for new employee housing options. Staff working to develop a comprehensive RFTA Housing Policy. 	

Planning Department Update, July 2022 – David Johnson, Director of Planning

Please see the click on the links: "[08-11-2022 Planning Department Update.pdf](#)," "[Grants Update 8-11-2022.pdf](#)" or see "08-11-2022 Planning Department Update.pdf" and "Grants Update 8-11-2022.pdf," included in the August 2022 RFTA Board Meeting Portfolio.pdf, attached to the email transmitting the RFTA Board Meeting Agenda packet.

2022 Actuals/Budget Comparison (June YTD)

2022 Budget Year				
General Fund	June YTD			
	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales and Use tax (1)	\$ 14,215,412	\$ 9,585,187	48.3%	\$ 31,881,900
Property Tax	\$ 9,691,897	\$ 9,691,897	0.0%	\$ 11,876,000
Grants	\$ 1,867,530	\$ 1,867,530	0.0%	\$ 46,747,016
Fares (2)	\$ 1,796,731	\$ 1,398,866	28.4%	\$ 3,723,500
Other govt contributions	\$ 540,000	\$ 540,000	0.0%	\$ 1,953,160
Other income	\$ 543,455	\$ 403,244	34.8%	\$ 941,380
Total Revenues	\$ 28,655,025	\$ 23,486,725	22.0%	\$ 97,122,956
Expenditures				
Fuel	\$ 941,520	\$ 1,015,545	-7.3%	\$ 2,160,194
Transit (3)	\$ 15,156,702	\$ 16,922,164	-10.4%	\$ 35,995,064
Trails & Corridor Mgmt	\$ 252,973	\$ 271,159	-6.7%	\$ 896,000
Capital	\$ 1,773,005	\$ 1,733,680	2.3%	\$ 83,846,629
Debt service	\$ 505,758	\$ 505,758	0.0%	\$ 1,649,984
Total Expenditures	\$ 18,629,958	\$ 20,448,307	-8.9%	\$ 124,547,871
Other Financing Sources/Uses				
Other financing sources	\$ 7,607	\$ -	#DIV/0!	\$ 11,009,281
Other financing uses	\$ (3,083,062)	\$ (3,083,062)	0.0%	\$ (4,986,970)
Total Other Financing Sources/Uses	\$ (3,075,455)	\$ (3,083,062)	-0.2%	\$ 6,022,311
Change in Fund Balance (4)	\$ 6,949,613	\$ (44,643)	#####	\$ (21,402,604)

- (1) Sales and Use Tax Revenues are received 2 months in arrears (i.e. April sales and use tax revenue is deposited and recorded in June).
- (2) Through June, fare revenue and ridership are increased by 16% and 49%, respectively, compared to the prior year. Note that due to COVID-19 social distancing measures, RFTA was operating under a 50% seated capacity limitation and it wasn't until June 2021 that it changed to 100% seated capacity which contributes to the ridership increases. The Maroon Bells Bus Tour began on May 27, 2022 which was earlier than the assumed start date of June 6, 2022 in the 2022 Budget. The chart below provides a YTD June 2021/2022 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 6/2021	YTD 6/2022	Increase/ (Decrease)	% Change
Regional Fares	\$ 1,317,964	\$ 1,573,707	\$ 255,743	19%
Maroon Bells	\$ 213,207	\$ 197,269	\$ (15,938)	-7%
Total Fare Revenue	\$ 1,531,171	\$ 1,770,976	\$ 239,805	16%
Ridership on RFTA Regional Services*:	YTD 6/2021	YTD 6/2022	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	244,491	361,183	116,692	48%
BRT	288,513	414,183	125,670	44%
SM-DV	11,459	37,717	26,258	229%
Grand Hogback	34,395	64,982	30,587	89%
Maroon Bells	37,793	43,707	5,914	16%
Total Ridership on RFTA Fare Services	616,651	921,772	305,121	49%
Avg. Fare/Ride	\$ 2.28	\$ 1.79	\$ (0.48)	-21%
Avg. Fare/Ride MB	\$ 5.64	\$ 4.51	\$ (1.13)	-20%

- (3) The decrease in transit service expenditures is primarily attributable to unfilled positions and reduced service levels.
- (4) Over the course of the year, there are times when RFTA operates in a deficit; however, at this time we are projecting that we will end the year within budget.

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report

Service	Jun-21 YTD	Jun-22 YTD	# Variance	% Variance
City of Aspen	331,360	479,652	148,292	44.75%
RF Valley Commuter	777,501	1,107,002	329,501	42.38%
Grand Hogback	34,395	64,982	30,587	88.93%
Aspen Skiing Company	213,539	338,431	124,892	58.49%
Ride Glenwood Springs	62,638	84,865	22,227	35.48%
X-games/Charter	-	10,732	10,732	#DIV/0!
Senior Van	429	580	151	35.20%
MAA Burlingame	2,734	5,818	3,084	112.80%
Maroon Bells	37,793	43,707	5,914	15.65%
GAB Transit Mitigation Svcs.	-	-	-	N/A
Total	1,460,389	2,135,769	675,380	46.25%

Subset of Roaring Fork Valley Commuter Service with BRT in 2019

Service	YTD Jun 2021	YTD Jun 2022	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	244,491	361,183	116,692	48%
BRT	288,503	414,183	125,680	44%
Total	532,994	775,366	242,372	45%

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage June YTD				Hours June YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	2,064,726	2,232,401	(167,675)	-7.5%	94,670	100,241	(5,571)	-5.6%
City of Aspen	294,377	292,108	2,269	0.8%	33,311	32,967	343	1.0%
Aspen Skiing Company	206,375	208,699	(2,324)	-1.1%	15,023	15,683	(661)	-4.2%
Ride Glenwood Springs	57,395	59,194	(1,799)	-3.0%	4,859	4,882	(24)	-0.5%
Grand Hogback	213,645	214,275	(630)	-0.3%	10,310	10,391	(81)	-0.8%
Specials/Charters	3,750	9,816	(6,066)	-61.8%	279	663	(383)	-57.8%
Senior Van	4,613	4,116	497	12.1%	734	740	(5)	-0.7%
MAA Burlingame	2,197	3,425	(1,228)	-35.8%	193	249	(56)	-22.5%
Maroon Bells	18,252	18,551	(299)	-1.6%	1,550	1,443	107	7.4%
Subtotal - Transit Service	2,865,331	3,042,584	(177,253)	-5.8%	160,929	167,259	(6,331)	-3.8%
Training & Other	8,970	6,958	2,012	28.9%	11,394	16,392	(4,998)	-30.5%
Total Transit Service, Training & Other	2,874,301	3,049,542	(175,241)	-5.7%	172,323	183,651	(11,329)	-6.2%

2023 RFTA Annual Budget – Preliminary Schedule

Date	Activity	Status
8/11/2022	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	<i>On schedule</i>
9/8/2022	Presentation/Direction/Action: 1 st draft budget presentation	<i>On schedule</i>
10/13/2022	Presentation/Direction/Action: 2 nd draft budget presentation	<i>On schedule</i>
11/10/2022	Presentation/Direction/Action: 3 rd draft budget presentation	<i>On schedule</i>
12/8/2022	Public Hearing: Final budget presentation and adoption Review and approve the final certifications of valuations from the Eagle, Garfield, and Pitkin County Assessors	<i>On Schedule</i>

S&P Global Ratings Reaffirms its Long-Term Rating of “AA-” for RFTA’s Outstanding Series 2021A Property Tax Revenue Bonds and Revised its Outlook from Stable to Positive

On May 9, 2022, S&P Global informed RFTA that, under the Global Not-For-Profit Transportation Infrastructure Enterprises (TIE) criteria, it was in the process of reviewing the rating on RFTA’s Series 2021A Property Tax Revenue bonds as part of their ongoing surveillance. RFTA staff worked diligently to provide the requested financial and operating information to the S&P as part of the review. On June 28, 2022, S&P informed RFTA that in order to complete its review there were additional information requests. RFTA staff provided the requested additional financial and operating information to the S&P as part of the review which S&P recently concluded. On July 22, 2022, S&P Global Ratings published its summary report on RFTA where it revised its outlook from stable to positive and affirmed its ‘AA-’ long-term rating on RFTA’s Series 2021A Property Tax Revenue bonds. Per the report, “The outlook revision reflects our view of RFTA’s financial resilience during the COVID-19 pandemic as a result of strong property tax and sales tax revenue performance, which have mitigated the effects of depressed ridership and outpaced weaker farebox revenue, thus resulting in stronger financial metrics.”

Facilities & Trails Update, August 2022 – Mike Hermes, Director of Facilities & Trails

Facilities and Bus Stop Maintenance August 11, 2022 Facilities Capital Projects Update

United States Forest Service (USFS) parcel feasibility study:

The design charrette for the feasibility study is scheduled for Tuesday, August 9. Angela Henderson and I will be participating in this design charrette. The process is moving forward as anticipated and the final report is expected to be generated by the end of September.

Wingo Bridge Repairs:

This project is all ready to go and work will begin in the fall of 2022 when the water levels in the Roaring Fork River are at their lowest.

Projects currently under construction:

RFTA has leased additional office space at Suite 202 Blake Street in Glenwood Springs and the Facilities Department is currently setting up 6 new offices, a customer service center is being constructed in this space, and should be operational by the end of October. This new customer service center will serve the general public in the lower valley to more easily access RFTA services such as ticket sales and lost and found.

Facilities projects budgeted for 2021 and rolled into 2022:

1. Repairs to the Wingo bridge abutments. Underway.
2. Repair of siding, soffit and fascia at the Parker House apartments. Underway
3. Revision of the AMF facility storm water management plan. Complete
4. Revisions and updates to the CNG emergency response plan. Underway
5. HVAC duct work cleaning at the AMF facility. Completed

New facilities projects for 2022 currently being scoped and put out to bid:

1. Replacement of the HVAC at the Bank office building.
2. Repair the paint booth at the AMF.
3. Replace the trench drain system at the AMF.

Facilities, Railroad Corridor & Rio Grande Trail Update

Dustin Goodman has accepted the position of Facility Manager for the Facility and Trails department. Several qualified candidates applied for this role, including some internal candidates. Thank you to each of them for their willingness to take on this incredibly challenging and ever-changing role. It was difficult to settle on a final candidate, but ultimately, Dustin checked all the boxes for where I want to see this department grow, into a professional department able to produce reports, show provable progress and meet all reporting requirements for the agency, state and federal governments, as well as documenting this process and developing written policies for how this department operates. Fortunately for RFTA, Dustin has worked at both the GMF and the AMF and has a good understanding of the complexity of both large facilities. He has also done quite a bit of repair work at the bus stops and the housing complexes, and understands the challenge of working in a department with a very small crew. Dustin will be instrumental in helping us grow in a useful and efficient manner over the next few years. RFTA is lucky to have found such a dedicated, ambitious and industrious new leader for the Facility team. Dustin will be providing important monthly updates regarding the RFTA facilities.

Main Street Housing Complex: The roof has failed. Staff is in the process of replacing the roof

Parker House Housing Complex: The roof over unit 8 developed a leak and is in the process of being repaired

Glenwood Maintenance Facility (GMF): The Phase II expansion is wrapping up. Staff is working with the Project Management team on a punch list of items that require repair before the construction contract is closed out.

Right-of-Way Land Management Project: Along with its legal and engineering consultants, RFTA staff will be working on the following tasks in 2022:

- Staff has begun to utilize a new review process for projects proposing to make use of the Railroad Corridor. This process allows staff to have railroad and legal experts review, assess and report on proposed development impacts along the Railroad Corridor along with making recommendations regarding potential mitigation for the impacts that RFTA can provide to permitting jurisdictions. (ongoing) Staff is in the process of approaching every adjacent, unlicensed property owner and working with them to get a license in place for access across, or encroachments into the RFTA Railroad Corridor. Identifying each of the property owners has proven a bit challenging. However, staff is in the process of compiling a detailed list of every adjacent property owner, and will begin approaching each property owner on a county-by-county basis. (ongoing)
- Based on comments received from the RFTA Board members at the 02/11/2021 meeting, staff has been focusing on working with Paul Taddune and the rail attorneys, to bring some longstanding licensees into compliance with the terms of their license agreements, securing license agreements with unlicensed adjacent property owners, and working to eliminate all outstanding encroachments. We are also working with Paul and the rail attorneys on several ditch concerns, and determine a path to finalize agreements involving property boundary disputes. (ongoing)
- **Land Use:**
 - Current Applications:
 - ◆ Holy Cross Fiber Project- projects approved for and permits provided for locations 2, 3, 4 & 5. Waiting on revised documents for 1, 6, & 7.
 - ◆ Pitkin County Gerbaz Bridge- initial applications received, need to schedule pre-app call with FW
 - Future Applications:
 - ◆ Pitkin County- Basalt High School Fiber Installation- Had pre-application call to discuss forms and process

- ◆ CR 100 Colorado Extreme- Meeting on site, have had a call and discussed process previously
- Outstanding Applications
 - ◆ Cedar Networks- waiting for revised plans on bringing pole into compliance, need fee structure approved before they will sign license
 - ◆ Century Link-working with Jason Sharpe and FW on as-built to use as exhibit for license
 - ◆ Black Hills-waiting on response from Cash on license
- **Recreational Trails Plan (RTP)** – The Planning Department and Facilities departments are working collaboratively with regional stakeholders to update the 2005 Recreational Trails Plan (RTP). Following unanimous RFTA Board adoption of the Access Control Plan (ACP) in early 2018, the RTP is the second component plan of the larger Corridor Comprehensive Plan that guides management of the entire Rio Grande Railroad Corridor from Glenwood Springs to Aspen. (ongoing)
- **Rail Salvage Project** – Staff has been tasked with developing a statement of work for, and removal of all rail between 7th Street and 27th Street in Glenwood Springs in 2022. Staff is waiting on the rail inventory information for the rail salvage scope of work. The rail salvage project will go forward in 2022/2023. (ongoing)
- **Wingo Bridge Rehabilitation Project** – Staff received three bids for the Wingo Bridge Rehabilitation project. Staff has selected a contractor to complete the rehabilitation. The work is tentatively scheduled to begin in late September/early October 2022. (ongoing)
- **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. Staff has been coordinating with neighbors identified in the C.E.C report. Here is a brief summary of where we are today:
 1. Paul Taddune has developed an approach for managing all outstanding corridor issues
 2. Staff continues working with Paul Taddune and the Rail attorneys to set a policy for addressing and removing violations up and down the Railroad Corridor. (ongoing)
 3. At the request of the C.E.C., staff put together a brochure to send out to all of the adjacent neighbors to the railroad corridor, educating them about the railroad corridor and letting them know who to contact with questions related to the Railroad Corridor and/or the Rio Grande Trail. The brochures have been mailed to all adjacent property owners.
- **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)** – Eagle County and RFTA staff have reviewed all of the agreements regarding oversight of this committee and plan to be bring a recommendation for management of this committee to RFTA leadership, and then to the RFTA Board at the July 14th meeting. A consent agenda item has been included in the June 9th Board packet, to provide background on this topic and to prepare the Board for the July discussion. (ongoing)



- Staff is staying busy out on the trail!
 - The Trail Technicians, Jud and Brian, are working hard to give ALL trail users a great experience.
 - Staff has been out pulling weeds, sweeping, debris blowing, clearing limbs and sightlines, mowing, cleaning up trailheads and vault toilets, etc. to make sure the trail is safe and clean.
 - Brian has recently passed the test to operate a drone and will be taking on some of the railroad/Rio Grande Trail drone activities previously completed by the RFTA Marketing staff. Congratulations on passing the test Brian!

- Adopt-a-trail groups and RFOV have been out helping clean up the corridor and completing other maintenance tasks, which we greatly appreciate!

- 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 will be located just north of Town Hall and the Carbondale Rec Center. Construction activity should commence any day now.

- Some 2022 projects that we hope to complete are listed below:
 - Wingo Bridge Maintenance/Repair
 - ◆ Procurement and the RFTA Project Manager are working with the selected Contractor to get this project moving forward for 2022, most likely in the fall when the river is lower.
 - ◆ Coordination with Pitkin County is ongoing, as they are a partner.
 - Rio Grande Trail – 20-year plan.
 - Re-vegetation efforts
 - Restoration efforts, including using goats to build soil health and control noxious vegetation.
 - Rio Grande ArtWay improvements
 - Kiosk Construction
 - ◆ Staff will continue working with Back 40 Stories in 2022 to finish creating new information kiosk map/panels, in order to complete the remaining 3 kiosk updates.
 - Adopt-a-Trail and RFOV project collaborations