

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

TIME: 8:30 a.m. – 11:00 a.m., Thursday, September 8, 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 | Executive Session: | | | 8:31 a.m. |
| | A. Paul Taddune, General Counsel: Pursuant to C.R.S. 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal or other property interests (Possible acquisition and lease for RFTA employee affordable housing) | 3.5.2.B. | Executive Session | |
| 3 | Approval of <u>Minutes</u>: RFTA Board Meeting August 11, 2022, page 3 | | Approve | 9:00 a.m. |
| 4 | Public Comment: Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person) | | Public Input | 9:02 a.m. |
| 5 | Items Added to Agenda – Board Member Comments: | 4.3.3.C | Comments | 9:05 a.m. |
| 6 | Consent Agenda: | 2.10.6 | Approve | 9:10 a.m. |
| | A. <u>Resolution</u> 2022-18 Appointing Members to the Mid-Valley Trails Committee – Angela Henderson, Assistant Director, Project Management & Facilities Operations, page 11 | 4.2.5 | Approve | |
| | B. <u>Resolution</u> 2022-19: CDOT Super Call; \$5.3 Million Super Call Grant Requested for Phase 6 Operations Center and Transit Plaza & \$11.3 Million Local Match to be Committed (Including the \$4.8 Million RAISE Grant) – David Johnson, Director of Planning, page 12 | 4.2.5 | Approve | |
| | C. <u>Resolution</u> 2022-20: Authorization to Submit a Grant Proposal to Department of Local Affairs Energy and Mineral Impact Assistance Fund (EMIAF) Cycle 22-12, to Assist in Completion of the Glenwood Springs Maintenance Facility Phase 6A (West Glenwood Springs Transit Hub) – David Johnson, Director of Planning, page 15 | 4.2.5 | Approve | |
| 7 | Presentations/Action Items: | | | |
| | A. <u>Update</u> Regarding Basalt Connect Micro-Transit Service - Ryan Mahoney, Town Manager, Basalt, page 18 | 1.2.4 | FYI | 9:15 a.m. |
| | B. <u>Presentation</u> of 1 st Draft of RFTA 2023 Budget – Michael Yang, CFAO and Paul Hamilton, Director of Finance, page 20 | 2.5 | Discussion /Direction | 9:35 a.m. |
| | C. <u>Mobile</u> Ticketing System Update – Andy Hermes, IT Manager, and Jamie Tatsuno, Communications Manager, page 39 | 1.5.3 | FYI | 10: 15 a.m. |
| | D. <u>Update</u> Regarding the Regional Bikeshare MOU Process – Dan Blankenship, CEO, page 41 | 1.2.4 | FYI | 10:35 a.m. |
| | (Agenda Continues on Next Page) | | | |

| | Agenda Item | Policy | Purpose | Est. Time |
|----|---|---------------|-------------------------|-------------------|
| 8 | Information/Updates: | | | |
| | A. CEO Report – Dan Blankenship, CEO, <i>page 43</i> | 2.8.6 | FYI | 10:45 a.m. |
| 9 | Issues to be Considered at Next Meeting: | | | |
| | To Be Determined at September 8, 2022 Board Meeting | 4.3 | Meeting Planning | 10:50 a.m. |
| 10 | Next Meeting: 8:30 a.m. – 11:00 a.m., October 13, 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. |
| 11 | Adjournment: | | Adjourn | 11:00 a.m. |

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**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
August 11, 2022**

Board Members Present:

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

Non-Voting Alternates Present:

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

Staff Present (in person or via WebEx):

Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial Administrative Officer (CFAO); Kurt Ravenschlag, Chief Operating Officer (COO); Nicole Schoon, Secretary to the Board of Directors; Mike Hermes, Angela Henderson, 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; Mike Christenson, Director of Vehicle Maintenance; Linda Forgacs, Kip Gomez, and Megan Faichney, HR Department; John Blair, Operations Manager; Ed Cortez, President ATU Local 1774

Visitors Present (in person or via WebEx):

Wesley Maurer and Luke Simpson (Gannett Fleming); David Pesnichak (City of Glenwood Springs); Lynn Rumbaugh (City of Aspen); Katie Roth (Gallagher)

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 August 11, 2022 RFTA Board of Directors meeting began at 8:32 a.m.

2. Public Hearing:

A. Proposed Minor Stored Value Card Discount Reduction – Dan Blankenship, CEO

Stored value cards would still be sold at TVM's and sales outlets, the discounts for them would be made a uniform 25%. 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. 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.

McQueeney asked if any member of the public would like to address the Board or make a comment regarding the Proposed Minor Stored Value Card Discount Reduction.

No members of the public had any comments.

McQueeney closed Public Comments at 8:37 a.m.

Art Riddile moved to approve the Proposed Minor Stored Value Card Discount Reduction, and Poschman seconded the motion. The motion was unanimously approved.

3. Executive Session:

- A. 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**

Poschman moved to adjourn from the Regular Board Meeting into the Executive Session and Alyssa Shenk seconded the motion. The motion was unanimously approved. Executive Session began at 8:40 a.m.

Staff Present: Paul Taddune, General Counsel; Dan Blankenship, CEO; Kurt Ravenschlag, COO; Michael Yang, CFAO; Nicole Schoon, Secretary to the Board; Mike Hermes, Director of Facilities and Trails; Angela Henderson, Assistant Director, Project Management & Facilities Operations; and Ian Adams, Director of Operations

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

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

4. Approval of Minutes:

Shenk moved to approve the July 14, 2022, Board Meeting Minutes, and Poschman seconded the motion. The motion was unanimously approved.

5. 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 August 11, 2022 Board Agenda.

No members of the public had any comments.

McQueeney closed Public Comments at 9:33 a.m.

6. Items Added to Agenda – Board Member Comments:

McQueeney asked if there were any items that needed to be added to the August 11, 2022, Board meeting Agenda.

A Resolution Confirming the Amendment of Section 6.07 of the RFTA Bylaws to Authorize Remote Participation in RFTA Board Meetings as Set Forth in Resolution 2021-17 was added to the August 11, 2022 Consent Agenda.

McQueeney asked if any Board member had comments or questions regarding issues not on the August 11, 2022 Board meeting Agenda.

Riddile questioned if drivers are being offered higher bonuses during this difficult time of hiring bus operators.

Kurt Ravenschlag responded that yes, there is a \$1,000.00 sign-on bonus as well as a \$500.00 bonus for those individuals who already have a Commercial Driver's License (CDL).

McQueeney closed Board comments at 9:38 a.m.

7. Consent Agenda:

A. Resolution 2022-14: Super Call and Safe Streets for All Grants Local Match Commitment – David Johnson, Director of Planning

Staff plans 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. 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. Resolution 2022-14 commits RFTA's local match if the grant is awarded.

Shenk moved to approve Resolution 2022-14: Super Call and Safe Streets for All Grants Local Match Commitment, and Poschman seconded the motion. The motion was unanimously approved.

B. Resolution 2022-17: A Resolution Confirming the Amendment of Section 6.07 of the RFTA Bylaws to Authorize Remote Participation in RFTA Board Meetings as Set Forth in Resolution 2021-17

Shenk moved to approve Resolution 2022-17: A Resolution Confirming the Amendment of Section 6.07 of the RFTA Bylaws to Authorize Remote Participation in RFTA Board Meetings as Set Forth in Resolution 2021-17, and Poschman seconded the motion.

8. Presentations/Action Items:

A. RFTA Climate Action Plan (CAP): Overview of Scope of Work. Project Approach and Schedule – Wes Maurer, Gannet Fleming Inc., and Jason White, Assistant Planner

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 projects, and build a culture of sustainability across the entire organization.

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 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.

Poschman stated that he is excited to see the Climate Action Plan being put into action. He questioned if regular updates will be provided and deliverables kept track of.

Jason White responded that monthly updates will be provided in the Board packet and Gannet Fleming will track deliverables and those will be updated to the Board as well.

Poschman state that Holy Cross and CORE have great metrics to hold RFTA to and for the community.

B. Family and Medical Leave Insurance Plan (FAMLI) Opt-In or Opt-Out - Katie Roth, Area Vice President, Gallagher and Linda Forgacs, Director of Human Services

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. 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.

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.

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.

An estimated cost would be approximately \$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).

Poschman stated that it would be good if employees had a chance to give their input and determine how many employees feel that this is a good opportunity.

Riddile moved to Opt-Out of Participation in the Family and Medical Leave Insurance Plan (FAMLI), and Bohmfalk seconded the motion.

Poschman opposed the motion.

The motion was approved with a 2/3 majority Board member vote.

Ben Bohmfalk left the August 11 Board meeting at 10:33 a.m., Colin Laird became the voting member for the Town of Carbondale.

C. Preliminary Planning Initiatives, Assumptions and Issues for 2023 RFTA Budget – Michael Yang, CFAO and Paul Hamilton, Director of Finance

Budget Initiatives, Assumptions and Issues:

- Align budget with the Outcomes and Objectives identified in RFTA's Strategic Plan.
- Consult with RFTA member jurisdictions' Finance Directors to obtain each jurisdiction's sales tax revenue estimates for the budget year.
- 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.
- 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.
 - 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.
 - 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.
 - 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.
- 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.

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.
- 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.
- 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.

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.
- 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.
- 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.
- For 2023, management will continue to utilize fixed-price transit diesel fuel contracts to manage price volatility associated with the cost of fuel.
- 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.
- 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.
- Year-to-date RFTA employee housing rental income has remained relatively flat from the prior year.
- Request for Funding Application Forms are required to be completed by organizations seeking financial support from RFTA. The deadline for requests related to the 2023 budget year will be in September.

Bus Stops/PNR Special Revenue Fund:

- 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.

D. Resolution 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

RFTA has sufficient funding committed to the First/Last Mile Mobility Reserve (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.

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.

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 placing some limits on design and engineering support for future years.

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

Riddile moved to approve Resolution 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, and Kaup seconded the motion. The motion was unanimously approved.

9. Public Hearing:

A. Resolution 2022-16: Supplemental Budget Appropriations – Michael Yang, CFAO and Paul Hamilton, Director of Finance

General Fund

- GMF Expansion Project – Phases 3, 4, 5, and 7: \$2,762,280 increase in Grant Revenues
- Non-Revenue Support Vehicles: \$340,100 increase in Capital Outlay
- Bus Fleet Air Purification System: \$491,900 increase in Capital Outlay
- Trapeze Software: \$256,000 increase in Capital Outlay
- AMF Fall Protection: \$59,000 increase in Capital Outlay
- Marketing and Communications: \$35,000 increase in Transit
- Regional Bikeshare: \$556,361 increase in Capital Outlay
- Cost of Living Adjustment: 5% COLA retroactively to July 3, 2022 is approximately \$750,000 and is expected to be funded by ongoing sales tax revenues

- 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.

Riddile moved to approve Resolution 2022-16: Supplemental Budget Appropriations, and Kaup seconded the motion. The motion was unanimously approved.

Poschman left the August 11, 2022 Board meeting at 11:16 a.m., Francie Jacober became the voting member for Pitkin County.

10. Information/Updates:

A. CEO Report – Dan Blankenship, CEO and Kurt Ravenschlag, COO

Blankenship reported that 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%.

Ravenschlag reported that the Roaring Fork Transportation Authority utilizes an Operational Readiness Calculator to determine whether or not RFTA has the appropriate level of staffing to deliver a particular season's scheduled service. 100% readiness does not account for vacations, sick absences, FMLA or other reasons an employee might be away from work.

From August to January 2023, RFTA will complete 5 additional new bus operator training classes to staff the 2022/2023 winter season. For RFTA to be at 105% readiness for this winter season, we will need to bring back or train 47 Bus Operators. RFTA had approximately 18 returning seasonal drivers last winter season, if the same number of returning seasonal drivers for the 2022/2023 winter season, RFTA would have approximately 197 or 112% operational readiness.

RFTA will also likely experience attrition from training classes and existing bus operators, making it difficult to determine if reductions in winter service will be required. If reductions in 2022/2023 winter service is needed, those decisions will be made in October 2022 in order to build the winter service schedule and facilitate the bus operator scheduling assignments.

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

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

13. Adjournment:

Francie Jacober moved to adjourn from the August 11, 2022 RFTA Board meeting, and Riddile seconded the motion. The motion was unanimously approved.

The August 11, 2022 RFTA Board Meeting adjourned at 11:32 a.m.

Respectfully Submitted:

Nicole R. Schoon
Secretary to the RFTA Board of Directors

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

| | |
|------------------------------------|---|
| Meeting Date: | September 8, 2022 |
| Subject: | Mid-Valley Trails Committee (MVTC) - Appoint members to the Mid-Valley Trails Committee Administrator and Trustee |
| Strategic Outcome: | 5.0 Satisfied Customers |
| Strategic Objective: | 5.7 – Provide clean and well-maintained facilities, trails and equipment |
| Presented By: | Angela Henderson, Assistant Director, Project Management & Facility Operations |
| Staff Recommends: | Staff recommends appointment of new member to the MVTC |
| Executive Summary: | The resolution for providing oversight of the Mid-Valley Trails Committee requires the RFTA Board of Directors to review and approve new committee members. The MVTC is requesting appointment of one new member, Katherine Ralston to a three-year term. |
| Background/ Discussion: | <ul style="list-style-type: none"> • Eagle County established the Mid-Valley Trails Committee to administer and build trails inside the Eagle County portion of the Roaring Fork Valley, using 10% of the 0.5% sales taxes collected in this area. The initial estimate of tax proceeds to fund this committee was \$27,000.00. • The MVTC is made up of five members that reside in the Eagle County Portion of the Roaring Fork Valley. • The RFTA Board of Directors must appoint the members of the MVTC. • Mid Valley Trails Committee is responsible for: <ul style="list-style-type: none"> ○ Selecting trails projects within the Eagle County Portion of the Roaring Fork Valley for funding within its project budget. ○ Make recommendation to the RFTA Board of Directors concerning studies, phasing and contracting of trails projects with the Eagle County portion of the Roaring Fork Valley prior to each budget year. ○ Coordinate the surrounding governments and private landowners to connect existing and planned trails within the Roaring Fork valley including a trail along the Rio Grande rail corridor. ○ Work with RFTA staff, Town of Basalt staff to plan and coordinate trail projects. ○ Recommend the hiring of consultants and other professionals if the Committee deems it necessary and there are funds within its budget. ○ To cooperate with RFTA Trails staff and/or Town of Basalt Trails staff to follow procurement procedures and approve and process invoices submitted by contractor when a project is satisfactory. ○ Participate with RFTA and other valley jurisdictions to do long range planning for trails. |
| Governance Policy: | 1.7 – High Performing Organization: With integrity, RFTA will deliver efficient, innovative, transparent, accountable, effective, and collaborative regional transportation services that reflect community values. |
| Fiscal Implications: | Staff time to provide oversight and direction to the Mid-Valley Trails Committee. |
| Attachments: | Click on this link for a copy of the current “ Application from Katherine Ralston to join the Mid-Valley Trails Committee.pdf .” Find “Application from Katherine Ralston to join the Mid-Valley Trails Committee.pdf,” in the September 2022 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda. |

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

| | |
|------------------------------|--|
| Meeting Date: | September 8, 2022 |
| Agenda Item: | Resolution 2022-19: Authorization to Submit a Grant Application for FY2023 CDOT “Super Call” Capital Funding to Construct Phase 6 of the Glenwood Springs Maintenance Facility (GMF) |
| Strategic Outcomes: | 4 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: | David Johnson, Director of Planning |
| Staff Recommends | RFTA Board authorization to submit a grant application for FY23 CDOT “Super Call” capital funding assistance in the amount of \$5.3 million Authorization to commit \$11.3 million in local matching funds (inclusive of the \$4.8 million RAISE grant and other potential grant funds) |
| Executive Summary | <p>The Colorado Department of Transportation’s (CDOT) Division of Transit and Rail (DTR) has issued the calendar year 2023 “Super Call” call for projects, using a consolidated combination of Federal Transit Administration, State of Colorado, VW Settlement, and other funds that CDOT administers.</p> <p>RFTA has fulfilled a funding plan for GMF Phases 1-5 and 7 of its 10-phase master planned GMF renovation and expansion project, and has contracted with a design-build team to construct 3-7 (Phases 1 and 2 are complete). Phase 6 is the remaining phase of Phases 1-7 to be funded.</p> <p>The cost estimate of Phase 6 is \$16.6 million. RFTA has received \$4.8 million in RAISE grant funds to complete a component of this project: the West Glenwood Transit Hub. The Transit Hub is planned to be the ground floor of a 4-story Administration and Operations Center.</p> |
| Background/Discussion | See Executive Summary |
| 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: | If the \$5.3 million CDOT grant is awarded, RFTA will need to commit approximately \$6.5 million in local matching funds, plus the \$4.8 RAISE grant. RFTA will continue to seek additional grant funds to offset this local match commitment. |
| Attachments: | Yes, please see Resolution 2022-19, attached below. |

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2022-19**

AUTHORIZATION TO SUBMIT A GRANT APPLICATION FOR FY23 CDOT SUPER CALL FUNDING FOR CAPITAL FUNDS TO CONSTRUCT PHASE 6 OF THE GLENWOOD SPRINGS MAINTENANCE FACILITY

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 CDOT Super Call Capital Funding Assistance, in the amount of \$5.3 million**; and

WHEREAS, RFTA will commit **\$11.3 Million in matching funds (inclusive of a \$4.8 Million RAISE Grant and other potential grant funds)**.

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.

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INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 8th day of September, 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 September 8, 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 8th day of September, 2022.

Nicole R. Schoon, Secretary to the Board

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

| | |
|------------------------------|--|
| Meeting Date: | September 8, 2022 |
| Agenda Item: | Resolution 2022-20: Authorization to Submit a Grant Proposal to State of Colorado Department of Local Affairs Energy and Mineral Impact Assistance Fund (EMIAF) Cycle 22-12, to Assist in Completion of the Glenwood Springs Maintenance Facility Phase 6A (West Glenwood Springs Transit Hub) |
| Strategic Outcomes: | 4 FINANCIAL SUSTAINABILITY |
| Strategic Objectives: | 4.4 Pursue financing opportunities to deliver better service and complete future capital projects |
| Presented By: | David Johnson, Director of Planning |
| Staff Recommends | Authorization to submit a grant application for EMIAF Funding, in the amount of \$750,000 and to contribute local matching funds of \$683,676. |
| Executive Summary | <p>RFTA was awarded \$4.8 million in RAISE grant funds for the MOVE: Westward Three project, spearheaded by Shoshana Lew, Executive Director, CDOT, to construct the West Glenwood Springs Transit Hub (one of three multimodal mobility hubs on the I-70 corridor between Glenwood Springs and Grand Junction).</p> <p>The Transit Hub, located at the current West Glenwood Springs Park and Ride will consist of an enclosed passenger waiting and information area on the North side of Wulfsohn Road and a BRT station on the South side, among other improvements.</p> <p>The total cost of this project is about \$6.3 million. RFTA will use the \$4.8 million in RAISE funds, the \$750,000 DOLA grant, and \$683,000 in local matching funds to construct the project.</p> <p>The enclosed transit plaza and customer service area will serve as the ground floor for RFTA’s 3-story administrations and operations center, which RFTA intends to construct with additional grant funds. The total cost of the transit plaza/transit hub and the Administration and Operations Center, which is Phase 6 of the GMF project, is about \$16.6 million.</p> |
| Background/Discussion | See Executive Summary |
| 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: | If this grant is awarded, RFTA will need to commit \$683,676 in matching funds. Total cost of the West Glenwood Transit Hub is approximately \$6.3 million. |
| Attachments: | Yes, please see Resolution 2022-20, attached below. |

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2022-20**

AUTHORIZATION TO SUBMIT A GRANT APPLICATION FOR COLORADO DEPARTMENT OF LOCAL ENERGY AND MINERAL IMPACT ASSISTANCE FUNDING CYCLE 22-23 FOR GMF PHASE 6

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 to the Colorado Department of Local Affairs Energy and Mineral Impact Assistance Fund (EMIAF) Cycle 22-12 for GMF Phase 6 (West Glenwood Transit Hub) in the amount of \$750,000; and

WHEREAS, RFTA will commit local matching funds of \$683,676, 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 the State of Colorado.

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INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 8th day of September, 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 September 8, 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 8th day of September, 2022.

Nicole R. Schoon, Secretary to the Board

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

| | |
|-----------------------------|--|
| Meeting Date: | September 8, 2022 |
| Subject: | Update Regarding Basalt Connect Microtransit Service |
| 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: | Ryan Mahoney, Town Manager, Town of Basalt Travis Gleason, Downtowner |
| Staff Recommends: | FYI: Ryan Mahoney, Town Manager, Town of Basalt, and Travis Gleason, Downtowner, will provide a presentation/update regarding the Basalt Connect microtransit service and the progress it has made since it was implemented in February of this year. |
| Executive Summary: | <ol style="list-style-type: none"> 1. For 2022, the Town of Basalt requested RFTA to award \$190,000 from its newly created First/Last Mile Mobility Reserve to pay 50% of the cost of the Basalt Connect microtransit service that the Town was planning to implement in February of 2022. 2. The RFTA Board approved the Town’s request in the 2022 RFTA Budget and the Basalt Connect service began operating on February 27th. 3. As will be discussed in the presentation, the service was intended to be a pilot project. To help reduce the initial cost, the service was designed to have midday gaps in service and to discontinue operations during the off-season months of May, October, and November. 4. While the built-in gaps in service are helping to make the service more affordable, they may also limit the convenience of the service and, in turn, the utilization of it. 5. The response to the service, so far, has been positive and, as the chart on the following page indicates, RFTA’s cost per passenger is in line with other services that RFTA provides. The initial startup month, which was a partial month of service, and the month following the May gap in service, experienced higher costs per passenger. It should not be unexpected, though, that ridership would be lower upon the initial startup of the service or following a month’s gap in service. However, the overall trend indicates that the longer the service is operational and the more the public becomes familiarized with it, the RFTA cost per passenger should decline even more. <p style="text-align: center;">[Rest of this page intentionally left blank]</p> |

| | | Basalt Connect YTD Ridership and Cost Per Unlinked Passenger Trip | | | | |
|--------------|------------------|--|----------------------------|------------------|---------------------------|--|
| | | | | | | |
| Month | Ridership | Total Cost | Total Cost Per Ride | RFTA Cost | RFTA Cost Per Ride | |
| Feb-22 | 822 | \$ 38,952 | \$ 47.39 | \$ 19,476 | \$ 23.69 | |
| Mar-22 | 2,115 | \$ 30,450 | \$ 14.40 | \$ 15,225 | \$ 7.20 | |
| Apr-22 | 2,010 | \$ 30,450 | \$ 15.15 | \$ 15,225 | \$ 7.57 | |
| May-22 | - | \$ 30,450 | N/A | \$ 15,225 | N/A | |
| Jun-22 | 1,702 | \$ 30,450 | \$ 17.89 | \$ 15,225 | \$ 8.95 | |
| Jul-22 | 2,475 | \$ 30,450 | \$ 12.30 | \$ 15,225 | \$ 6.15 | |
| Aug-22 | | | | \$ - | | |
| Sep-22 | | | | \$ - | | |
| Oct-22 | | | | \$ - | | |
| Nov-22 | | | | \$ - | | |
| Dec-22 | | | | \$ - | | |
| Total | 9,124 | \$ 191,202 | \$ 20.96 | \$ 95,601 | \$ 10.48 | |

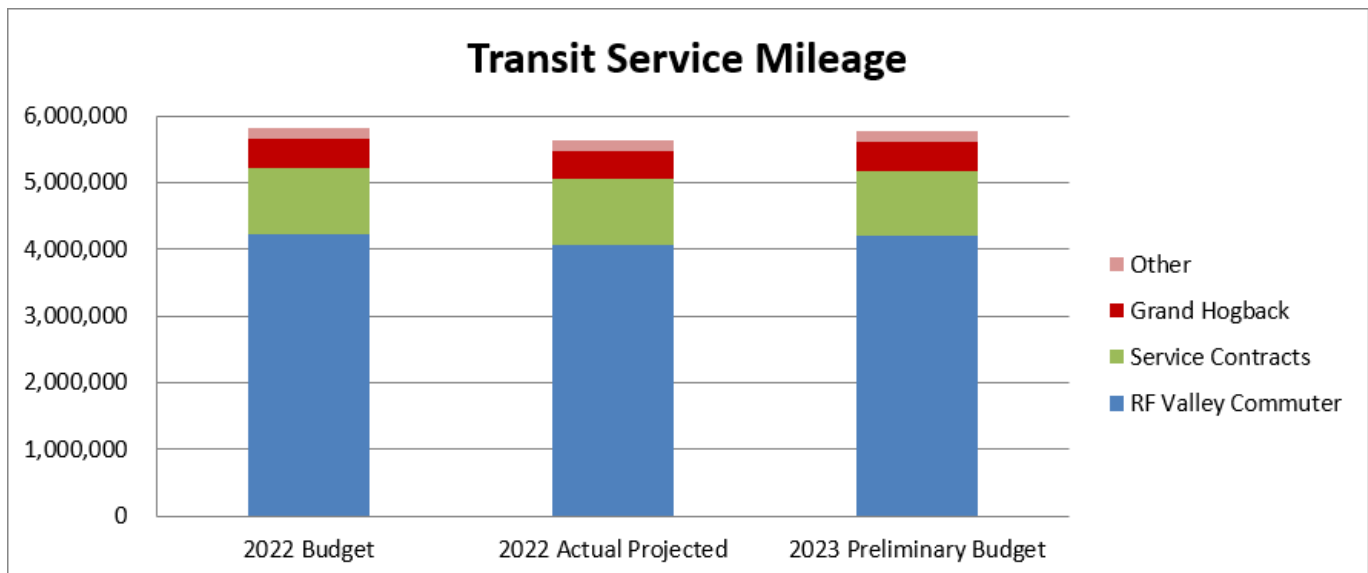
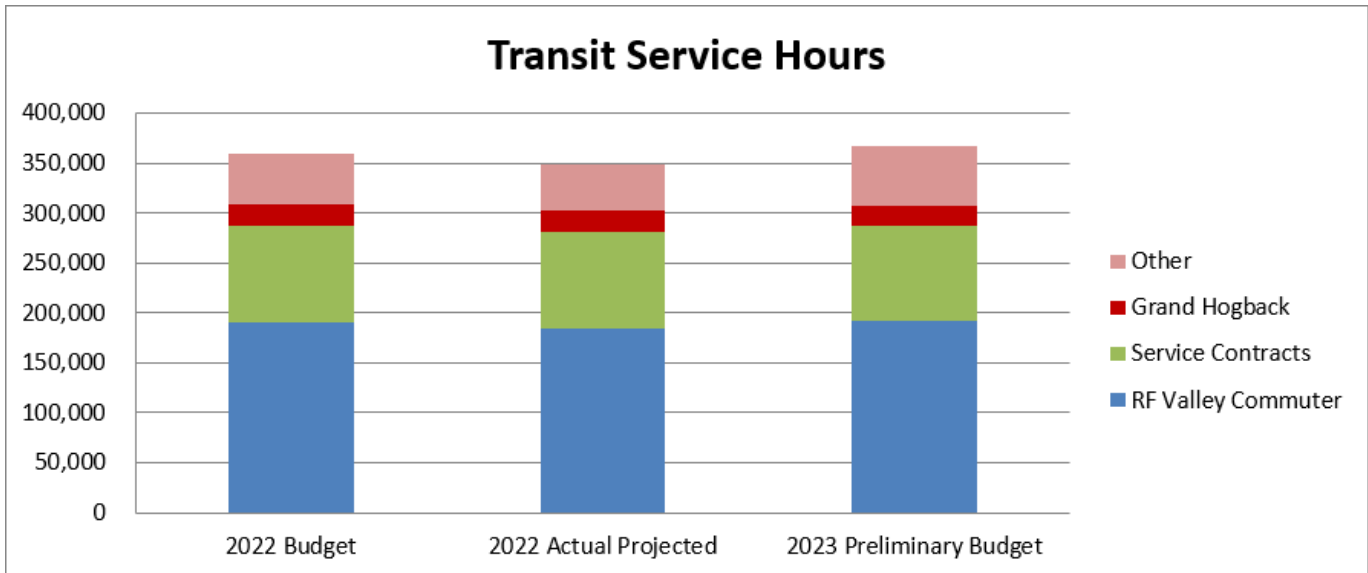
| | |
|--------------------------------|--|
| Background/ Discussion: | See Executive Summary, above. |
| Governance Policy: | Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).” |
| Fiscal Implications: | <p>RFTA’s 2022 contribution to the Basalt Connect microtransit service is \$190,000. For 2023, the Town of Basalt is requesting a grant from the RFTA FLMM Reserve of \$193,483 which, at the August 11 meeting the RFTA Board indicated it generally supports.</p> <p>Based on RFTA’s FLMM Reserve guidelines, the Town is eligible to apply for FLMM Reserve funding for up to three years. RFTA and the Town should work together in the near future to determine whether another source of long-term dedicated funding for the Basalt Connect service can be identified, inasmuch as the FLMM Reserve is not intended to be a long-term source of funding for FLMM projects.</p> |
| Attachments: | Yes, please see click on the following link: “ Basalt Connect Overview for 9-8-22 (v2).pdf ,” or see the “Basalt Connect Overview for 9-8-22 (v2).pdf” included in the September 2022 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet. |

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

| | |
|-----------------------------|---|
| Meeting Date: | September 8, 2022 |
| Agenda Item: | Presentation of 1 st Draft of RFTA 2023 Budget |
| Strategic Outcome: | 4.0 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: | Approve prioritization and assumptions of the 2023 Budget with revisions as the Board feels necessary |
| Core Issues: | <p>At the August 2022 Board meeting, staff presented the 2023 budget initiatives, assumptions and issues.</p> <p>The 1st draft of the 2023 budget has been prepared based on the approved budget initiatives and assumptions. The budget is a work-in-progress document and will be refined from September through November as more actual expenditure and revenue data become available, which may affect the General Fund’s 2022 forecast.</p> <p>The 1st draft of the 2023 budget is presented in the following order:</p> <ol style="list-style-type: none"> 1. Services 2. Challenges, Issues, and Opportunities 3. Consolidated Financial Overview 4. Estimated Revenue Composition and Assumptions 5. Budgeted Expenditures by Program/Department39 and Assumptions 6. Budgeted Other Financing Sources/Uses 7. Staffing 8. Major Goals 9. Fund Balance 10. Background information |
| Policy Implications: | Board Job Products Policy 2.4.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).” |
| Fiscal Implications: | Limited resources will require prioritization of Authority’s projects; revenues and expenditures assumptions could affect Fund balance. |
| Attachments: | Please see 2023 1 st Draft Budget presentation on the following pages. |

1. Services

- The 1st draft of the 2023 budget assumes baseline service levels (pre-COVID-19) with updates for seasonal changes, with the following exception:
 - Grand Hogback transit service to reflect 2022’s reduced service levels based on Garfield County contribution’s remaining at \$500,000 and possible ongoing Bus Operator shortage.
- The 2023 preliminary budget transit service hours and miles reflect a 5.4% and 2.6% increase over 2022 projections, respectively.



2. Challenges, Issues, and Opportunities

- Staffing Levels:** RFTA ended the 2021/2022 winter season approximately 40 bus operators below its goal and this shortfall of bus operators has caused the implementation of transit service reductions for the 2022 Summer season. Given the challenges in the current labor market, high cost of living, and scarcity of affordable housing in the region, RFTA has increased its recruiting efforts, increased bus operator wages, continues to offer hiring bonuses, and is exploring the acquisition of employee housing. Staff continues to monitor RFTA's workforce readiness level which may impact its ability to deliver the assumed baseline transit service plan at pre-COVID-19.
- Destination 2040:** RFTA and its partners will be implementing 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% |

- The 2023 budget includes the following WE-Cycle items: 1) \$1.4 million in contributions for annual ongoing operating costs, (indirect and direct operations funding, planning funding, and startup operations) which are reflected in Administrative costs; 2) \$787,000 for capital, startup equipment, and capital replacement costs, which are included in Capital outlay and 3) \$736,000 in Local Government Contributions from the EOTC and member contributions.
- Overall, RFTA's share of the 2023 Regional Bikeshare Operations and Capital Financing Plan is estimated to be \$2,064,858 (as reflected in Column D on the Chart above). However, because RFTA is making the 50% deposit (\$556,361) on 2023 bikeshare capital equipment ordered this year (approved last month in Resolution 2022 – 16), RFTA's net cash contribution in 2023 for the Bikeshare Operations and Capital Financing Plan is estimated to be approximately \$1.5 million.
- For a detailed breakdown of 2023 planned regional bikeshare revenue and expenditures, please see the Exhibit 2, Charts 10 – 16, included in the current "[Draft of the Memorandum of Understanding Regarding Roaring Fork Transportation Authority 2023 – 2028 Regional Bikeshare Service.pdf](#)."

- **First and Last Mile Mobility (FLMM) Grant Program:** RFTA, as the granting agency, for a new grant program to support the “kick-start” of new FLMM projects in the region in partnership with its member jurisdictions. FLMM Grant Application Forms are required to be completed by members requesting financial support. The deadline for requests related to the 2023 budget year was the start of August, 2022. Staff reviewed the funding applications. Below is a summary of the applications and \$734,035 has been included in the 2023 Budget.

| FLMM Reserve Balance at 12/31/22 (budgeted) | | | | \$ | 5,635,466 |
|--|---|------------------------|--------------------------|-------------------------|------------------|
| 2023 Applications | | | | | |
| Applicant | Scope | Total Project Estimate | Local Match by Applicant | Funding Request to RFTA | |
| City of Aspen | Add five bikeshare stations to the west of downtown Aspen; add and/or replace equipment | \$ 80,048 | \$ 40,024 | \$ 40,024 | |
| Pitkin County | Buttermilk Bicycle/Pedestrian Crossing of SH82 – Design to FIR (30%) | \$ 301,174 | \$ 150,587 | \$ 150,587 | |
| Pitkin County | Truscott to Buttermilk Sidewalk/Trail (1.3 miles) – 100% Design | \$ 237,384 | \$ 118,692 | \$ 118,692 | |
| Town of Basalt | Operating funding for Town of Basalt’s existing bike share system, for 9 months of year 2023 | \$ 51,810 | \$ 25,905 | \$ 25,905 | |
| Town of Basalt | Basalt Connect Microtransit Service – Year 2023 operating | \$ 386,966 | \$ 193,483 | \$ 193,483 | |
| Town of Carbondale | Capital (15 new stations) and Operating for 2023 | \$ 210,688 | \$ 105,344 | \$ 105,344 | |
| City of Glenwood Springs | Blake Avenue Multimodal Corridor Improvements 7 th st-27 th street – Design (estimate of bike/ped components) | \$ 600,000 | \$ 500,000 | \$ 100,000 | |
| TOTAL FLMMR REQUESTS | | | | \$ | 734,035 |
| FLMM Reserve Balance at 12/31/23 (budgeted) | | | | \$ | 4,901,431 |

- 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 new variants of COVID-19 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.
- As illustrated in the chart below, approximately \$4.4 million is available for capital projects and other strategic initiatives before any recommended use of fund balance. Although the 2018 Ballot Measure 7A, Property Tax Mill Levy Increase references specific uses of associated property taxes, the property tax revenues are not considered legally restricted. Staff will continue to refine the revenue assumptions as more information becomes available and review and update the operating budget as needed.

| Destination 2040 Funding and Uses included in General Fund: | |
|---|-------------------|
| Description (1,000's) | 2023 Draft Budget |
| Net Property Tax Revenues | \$ 11,120 |
| Less: Estimated Costs for Service Enhancements | (2,783) |
| Less: Estimated Debt Service for Capital Lease (bus) | (704) |
| Less: Estimated Debt Service for Series 2021A Bonds | (1,681) |
| Less: Estimated Net Costs for D2040 Projects | (1,549) |
| Remaining Available Funds / (Use of Fund Balance) | \$ 4,402 |

- **Sales and Use Tax** revenues is the Authority's primary source of revenue and may be volatile with increases and decreases varying among each member jurisdiction.
 - The Authority relies on input from each member jurisdiction for assumptions and trend analysis during budget preparation. Staff consulted with each member jurisdiction's Finance Department to receive *preliminary* sales tax estimates for 2023. Of the eight jurisdictions, staff has received assumptions and estimates from seven jurisdictions and has made an educated assumption for the remaining jurisdiction. The impacts of the COVID-19 pandemic, supply chain issues, and inflationary effects on the economy and uncertainty in the duration of these impacts are evidenced by the information received. As a result, the preliminary 2023 overall sales tax projection includes a 6% reduction compared to the 2022 forecast.
 - Use tax is projected flat compared to the 2022 forecast.
- **Property Tax** revenues for the 2022 tax year, collections in 2023, are slightly impacted by the temporary changes put in place by Senate Bill 21-293. For property tax years 2022 and 2023 only, the assessment ratio for:
 - non-multifamily residential property will reduce from 7.15% to 6.95%,
 - multifamily residential property will reduce from 7.15% to 6.8%, and
 - agricultural property and renewable energy property will reduce from 29% to 26.4%.

The full 2.65 mill levy is included in 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 has worked closely with the Assessors in Pitkin, Eagle and Garfield Counties to obtain preliminary assessed valuations and will obtain and include final assessed valuations when available.

- **Transit fuel** prices are known to be volatile. For 2023, management will continue to utilize fixed price transit diesel fuel contracts for a majority of its fuel needs to manage this volatility. As of April 2022, approximately two-thirds of the Authority's estimated diesel fuel needs for 2023 have been locked and reflects a price increase of approximately 26% compared to the 2022 budgeted weighted average. Staff will continue to partner with its fuel vendor to monitor pricing and opportunities to lock additional fuel needs for 2023. The Inflation Reduction Act of 2022, enacted on August 7, 2022, extended the Alternative Fuel Credit through December 31, 2024. RFTA is eligible to submit claims to receive a credit of \$0.50 per gas gallon equivalent of compressed natural gas (CNG) used in its Operations. Our current CNG pricing, assumes an estimated 10% increase compared to the 2022 forecast.
- **Health care** costs continue to increase, the Authority's County Health Pool renewal rates reflect a 7% increase in health insurance premiums, 5% increase in dental insurance premiums, and no change to vision premiums. Final estimates are anticipated to become available in September. Staff will review and analyze various scenarios before recommending any changes to employee contributions and employer contributions to the various types of coverages of its offered plans.
- 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. A full compensation market survey is not planned for this year, the last market survey was conducted in 2021 with wages adjustments effective July, 2021. At the August 2022 Board Meeting, a 5% cost of living adjustment, effective retroactively to July 3, 2022, for all employees was approved by the Board of Directors based on consultation with its third-party consultant, Employers Council, and review of current salary data in order for RFTA to remain competitive. The Collective Bargaining Unit comprised of full-time bus

operators are subject to scheduled pay increases in accordance with the CBU contract, which was amended based on the 5% cost of living adjustment.

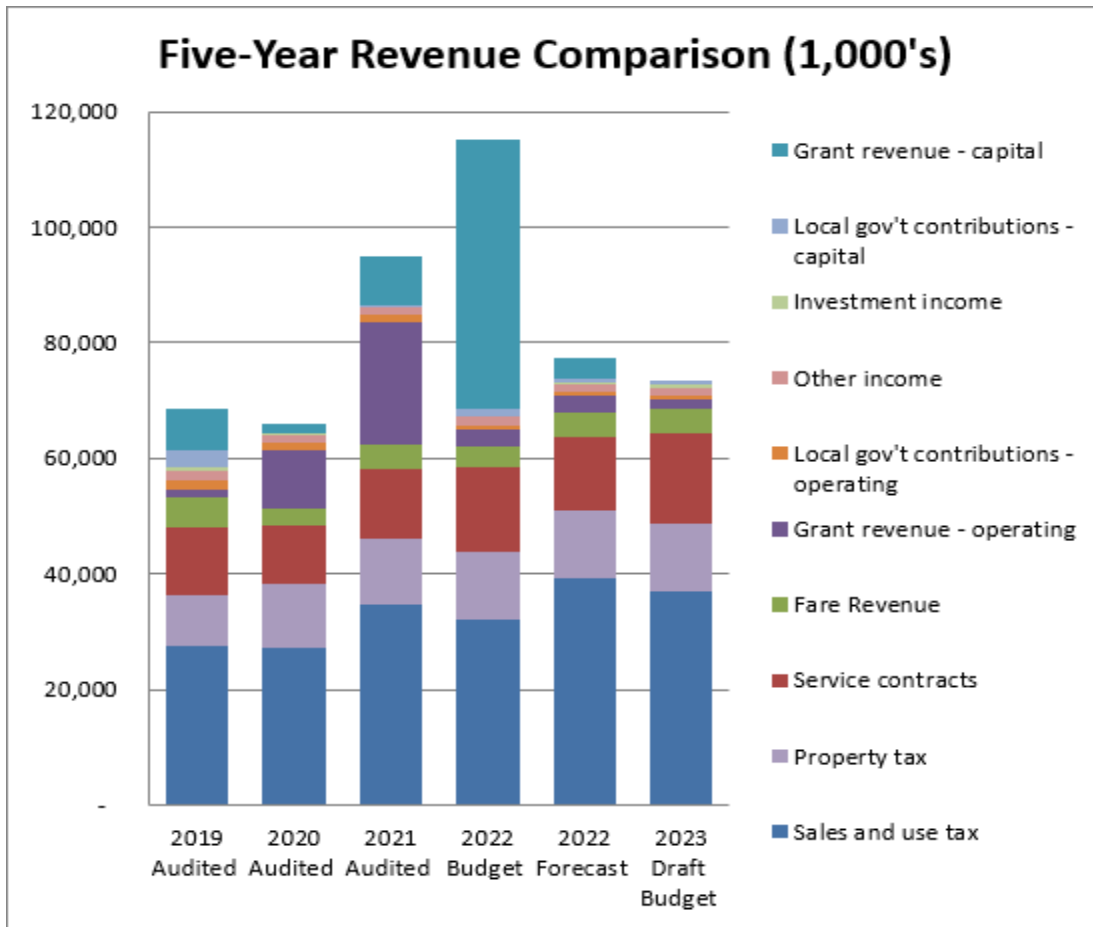
- With the capital-intensive nature of the transit industry, management continues to develop funding strategies for short- and long-term **capital replacement and improvement needs**. Funding strategies include a combination of financing options, pursuing grant opportunities, pay-go using fund balance, seeking additional revenue, and reducing operating costs. The **Destination 2040 Plan** has secured additional funding through property tax revenues and increased bonding authority. Management has implemented service enhancements, design/planning efforts, and construction for multiple capital projects. RFTA issued bonds in 2021 to fund the Glenwood Maintenance Facility (GMF) Expansion Project (Phases 2, 3, 4, 5, & 7) and 27th Street Parking Expansion Property Acquisition.

3. Consolidated Financial Overview

| (1,000's) | General Fund | Service Contracts | Bus Stops/ PNR SRF | Mid Valley Trails SRF | Capital Projects Fund | Debt Service Fund | 2023 Draft Budget | % |
|--|------------------|-------------------|-----------------------|--------------------------|-----------------------------|----------------------|----------------------|-------------|
| Beginning fund balance (Budget) | \$ 62,532 | \$ - | \$ 97 | \$ 249 | \$ - | \$ 920 | \$ 63,798 | |
| Revenues: | | | | | | | | |
| Sales and use tax | 36,937 | - | - | 110 | - | - | 37,047 | 50% |
| Property tax | 11,651 | - | - | - | - | - | 11,651 | 16% |
| Service contracts | - | 15,731 | - | - | - | - | 15,731 | 21% |
| Operating revenue | 4,296 | - | - | - | - | - | 4,296 | 6% |
| Grant revenue - operating | 1,402 | 30 | - | - | - | - | 1,432 | 2% |
| Grant revenue - capital | - | - | - | - | - | - | - | 0% |
| Local gov't contributions - operating | 560 | - | - | - | - | - | 560 | 1% |
| Local gov't contributions - capital | 736 | - | - | - | - | - | 736 | 1% |
| Other income | 1,016 | - | 416 | - | - | 131 | 1,563 | 2% |
| Investment income | 409 | - | - | - | - | - | 409 | 1% |
| Total revenues | \$ 57,007 | \$ 15,761 | \$ 416 | \$ 110 | \$ - | \$ 131 | \$ 73,425 | 100% |
| Program expenditures: | | | | | | | | |
| Fuel | \$ 2,544 | \$ 943 | \$ - | \$ - | \$ - | \$ - | \$ 3,486 | 5% |
| Transit | 39,358 | 14,983 | 1,147 | - | - | - | 55,487 | 81% |
| Trails & Corridor Mgmt | 911 | - | - | - | - | - | 911 | 1% |
| Subtotal operating exp. | \$ 42,813 | \$ 15,925 | \$ 1,147 | \$ - | \$ - | \$ - | \$ 59,885 | 87% |
| Capital | 2,729 | - | - | - | - | - | 2,729 | 4% |
| Debt Service | 1,901 | - | - | - | - | 4,397 | 6,298 | 9% |
| Total expenditures | \$ 47,443 | \$ 15,925 | \$ 1,147 | \$ - | \$ - | \$ 4,397 | \$ 68,913 | 100% |
| Other financing sources | \$ - | \$ 164 | \$ 731 | \$ - | \$ - | \$ 4,266 | \$ 5,161 | |
| Other financing (uses) | (5,161) | - | - | - | - | - | (5,161) | |
| Change in Fund Balance | \$ 4,402 | \$ - | \$ - | \$ 110 | \$ - | \$ - | \$ 4,512 | |
| Ending fund balance | \$ 66,934 | \$ - | \$ 97 | \$ 359 | \$ - | \$ 920 | \$ 68,311 | |

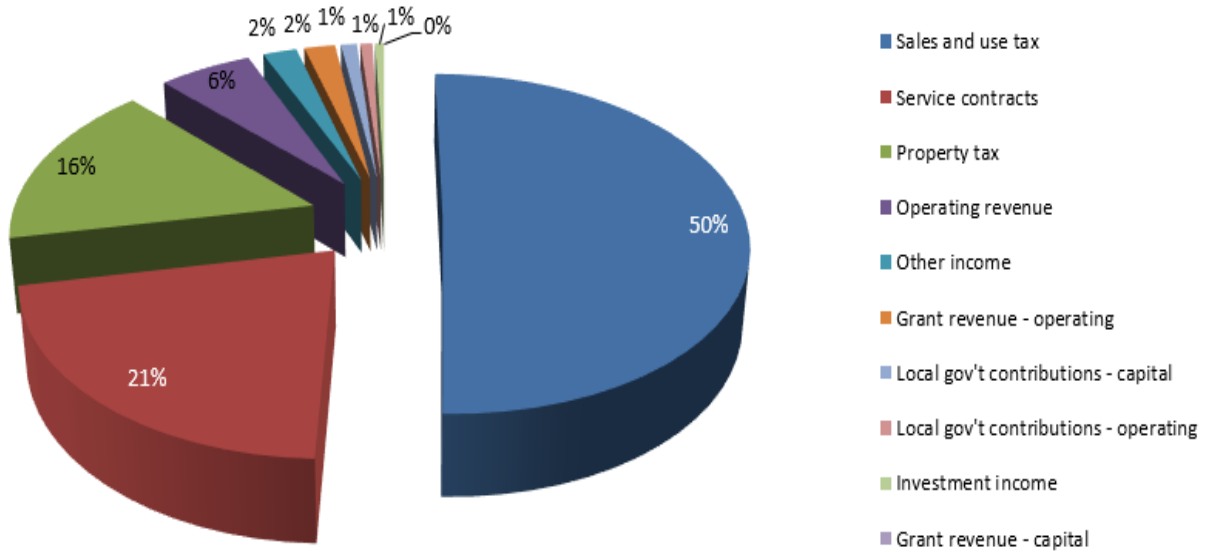
For an explanation of each fund, please refer to the Background section at the end of this report.

4. Estimated Revenue Composition & Assumptions



| | 2019 | 2020 | 2021 | 2022 | 2022 | 2023 Draft | 23/22 Budget | |
|---------------------------------------|------------------|------------------|------------------|-------------------|------------------|------------------|--------------------|-------------|
| Revenues (in thousands) | Audited | Audited | Audited | Budget | Forecast | Budget | \$ Dif | % Dif |
| Sales and use tax | \$ 27,366 | \$ 27,125 | \$ 34,528 | \$ 31,982 | \$ 39,366 | \$ 37,047 | \$ 5,065 | 16% |
| Property tax | 8,794 | 11,232 | 11,409 | 11,876 | 11,884 | 11,651 | (225) | -2% |
| Service contracts | 11,773 | 9,874 | 12,343 | 14,599 | 12,946 | 15,731 | 1,132 | 8% |
| Fare Revenue | 5,280 | 2,934 | 4,198 | 3,724 | 4,274 | 4,296 | 573 | 15% |
| Grant revenue - operating | 1,346 | 10,117 | 20,979 | 2,831 | 2,831 | 1,432 | (1,400) | -49% |
| Local gov't contributions - operating | 1,482 | 1,510 | 1,374 | 560 | 560 | 560 | - | 0% |
| Other income | 1,920 | 1,332 | 1,340 | 1,561 | 1,402 | 1,563 | 2 | 0% |
| Investment income | 518 | 248 | 34 | 39 | 492 | 409 | 370 | 941% |
| Subtotal Revenues - Operating | 58,480 | 64,373 | 86,204 | 67,172 | 73,755 | 72,689 | 5,517 | 8% |
| Local gov't contributions - capital | 3,017 | 103 | 130 | 1,393 | 518 | 736 | (657) | -47% |
| Grant revenue - capital | 7,145 | 1,521 | 8,608 | 46,708 | 3,483 | - | (46,708) | -100% |
| Subtotal Revenues - Capital | 10,163 | 1,624 | 8,739 | 48,101 | 4,001 | 736 | (47,365) | -98% |
| Total | \$ 68,642 | \$ 65,997 | \$ 94,943 | \$ 115,273 | \$ 77,755 | \$ 73,425 | \$ (41,848) | -36% |

2023 Estimated Revenue Composition

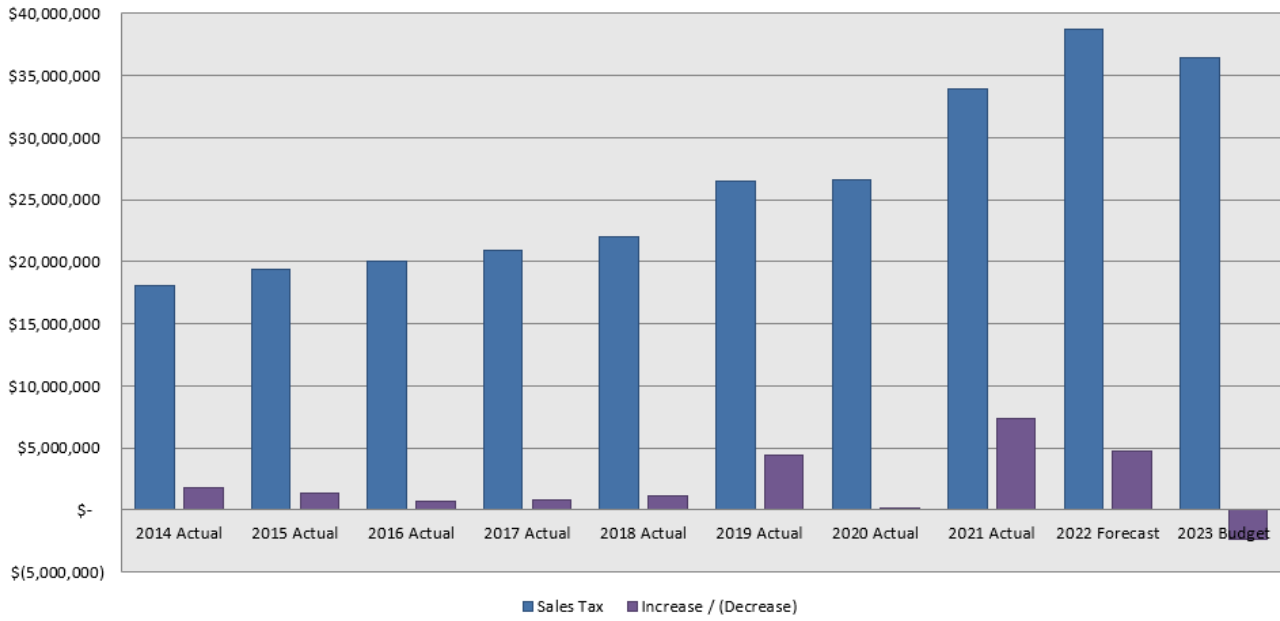


- Sales Tax** revenues are dedicated taxes collected from member jurisdictions based on intergovernmental agreements. The chart below shows *preliminary* estimates by jurisdiction as of August 2022:

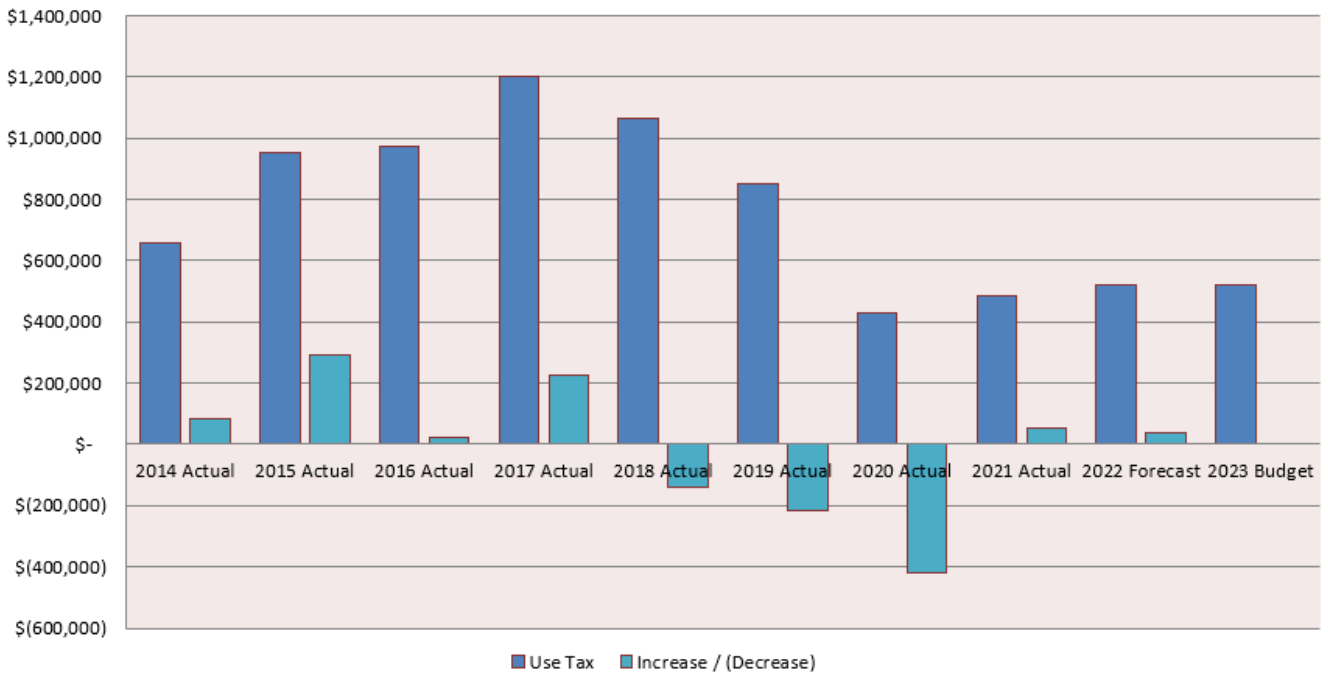
| Member Jurisdictions | 2023 % Increase / (Decrease) |
|----------------------|------------------------------|
| Aspen | +2% |
| Basalt | 0% |
| Carbondale* | 0% |
| Glenwood Springs | 0% |
| Eagle County | (15%) |
| New Castle | +3.5% |
| Pitkin County | (11%) |
| Snowmass Village | +3% |

**RFTA-derived estimate, awaiting estimate from jurisdiction*

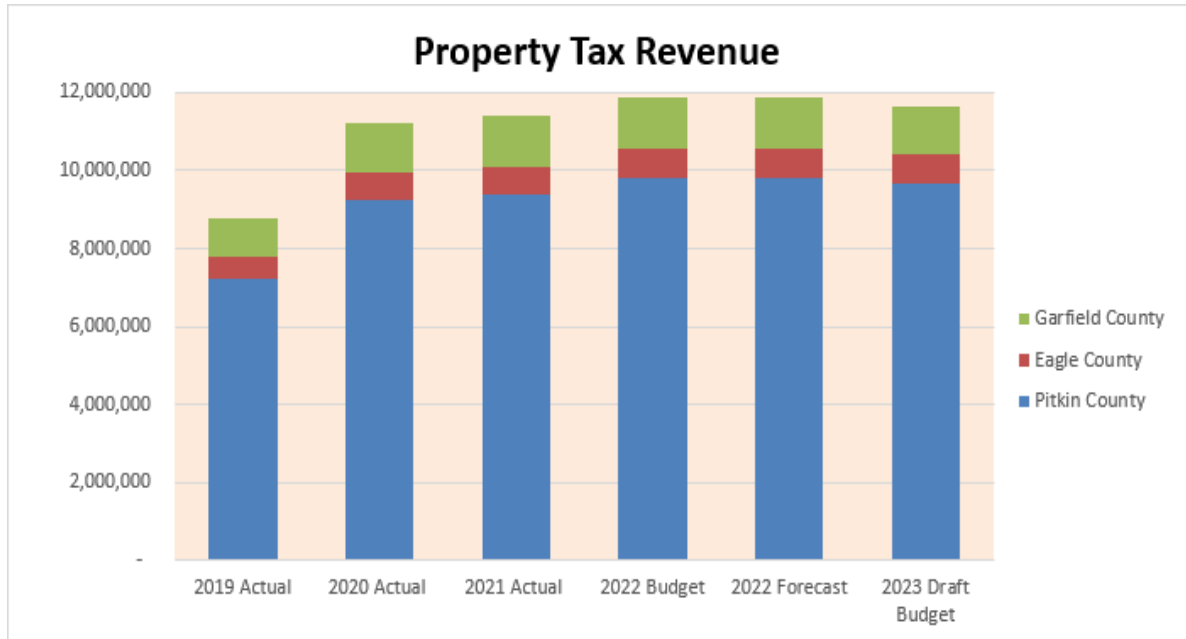
Sales Tax (2014-2023)



Use Tax (2014-2023)



- **Property tax revenues** are collected by the County Treasurer in Pitkin, Eagle and Garfield Counties within RFTA’s member jurisdictions. Based on the preliminary data received from Pitkin, Eagle and Garfield Counties, the preliminary assessed property values changes are (0.5%), 0.9% and 0.8%, respectively. Final certifications of assessed valuations will occur in December.



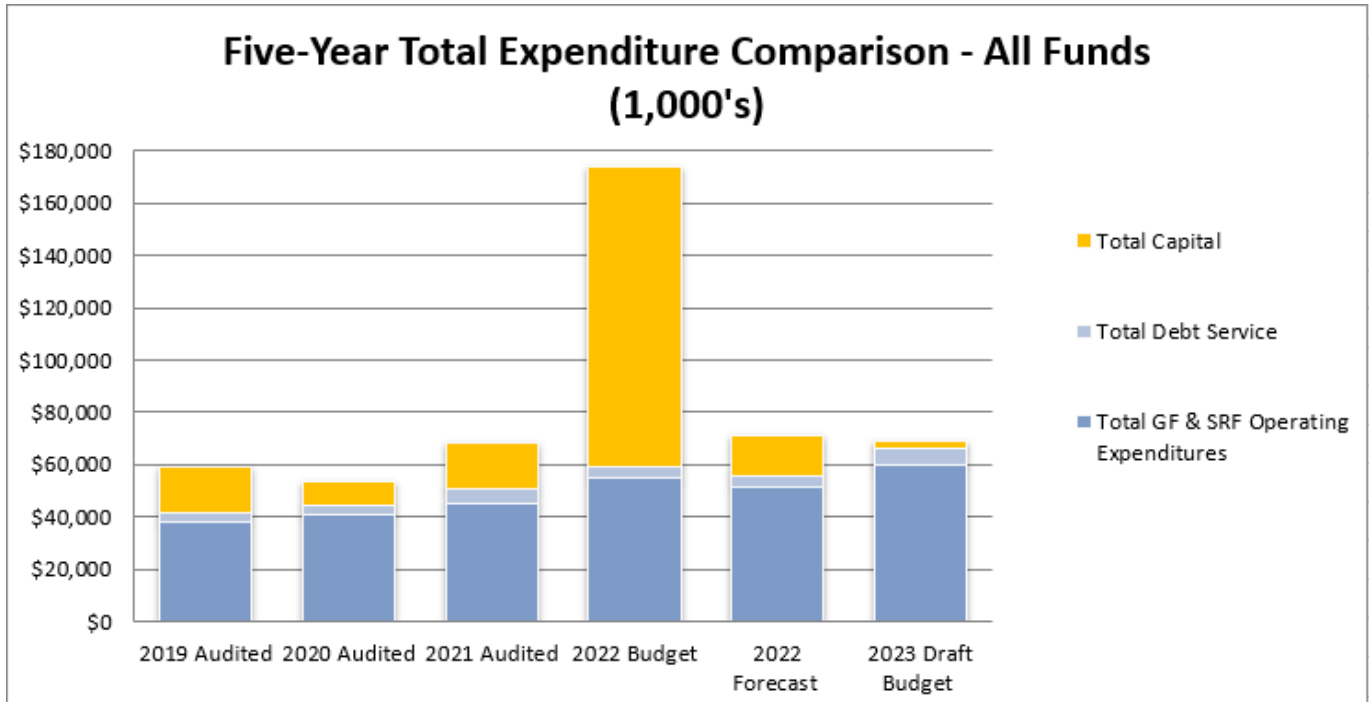
- **Service contract revenues** are for service contract agreements based on hours and miles by route for each agreement and are billed on monthly basis. The Authority has service contract agreements with the Aspen Skiing Company, the City of Aspen, the City of Glenwood Springs and Garfield County (Traveler Program);
 - The Authority estimates hours and miles by route for each service contract agreement and calculates costs in accordance with each service contract agreement. Staff continues to work closely with its partners to make any modifications to service levels.
- **Operating revenues** are for transit fares collected primarily from regional routes, Highway 82 and the I-70 Corridor, as well as fares collected from the Maroon Bells Bus Tour;
 - At this time, Staff projects a 14% increase in regional fare collections in 2022 compared to 2021 actuals. The increase is primarily due to the net impacts of higher levels in demand and the change in bus capacity restrictions from 50% to 100% seated capacity, effective June, 2021, and the fare structure changes effective November 2021. For the 2023 draft budget, fare revenues include no changes to the 2022 forecast. The 2023 budget estimates regional fares to be approximately 70% of pre-COVID fares (2019 fare revenues).
 - At this time, there is no fare adjustment assumed. Any fare changes directed by the Board will be considered and implemented following a 30-day public comment period and a Public Hearing.

- The Authority receives **operating and capital grant revenues** from the Federal Transit Administration and the Colorado Department of Transportation;
 - \$1,201,678 from **FTA Section 5311 operating grant** (decrease from 2022; 2023 grant amounts are anticipated to be awarded later in 2022);
 - \$200,000 from **CDOT FASTER operating grant** (flat from 2022; 2023 grant amounts are anticipated to be awarded later in 2022);
 - Staff will be seeking capital grant funds to assist funding various capital projects and purchases. Funds are appropriated after grants have been awarded. Additional grant revenues may be added before the final budget.

- **Local governmental contributions** are received to primarily assist in funding transit programs;
 - Assumes that **Garfield County's** support for the Grand Hogback bus service remains the same in 2023 as 2022, in the amount of \$500,000. RFTA and the County are in contact regarding any potential change in contribution in light of anticipated budgetary constraints.
 - Assumes that the **City of Rifle's** support for the Grand Hogback bus service will remain the same at \$20,000.
 - Assumes that the EOTC provides \$103,000 and RFTA member jurisdictions provide \$633,142 to support the Regional Bikeshare Plan.

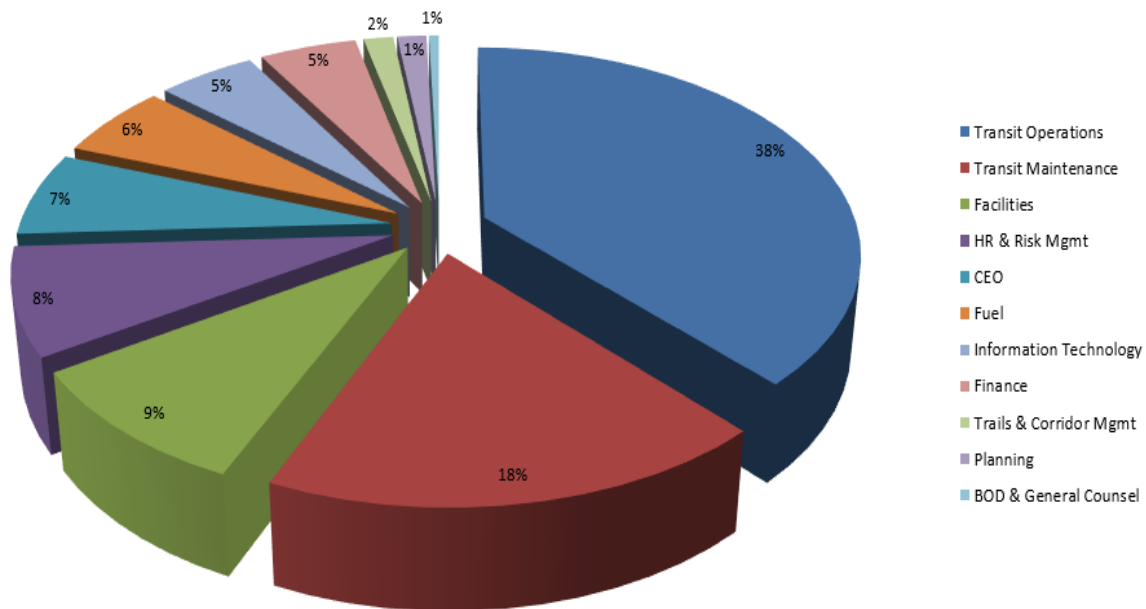
- **Other income** primarily consists of employee housing rental revenue in the General Fund, vehicle registration fees in the Bus Stop/Park & Ride Special Revenue Fund, and credits from the Federal Government representing a reimbursement on a portion of the interest paid on the Series 2012A and 2013B Qualified Energy Conservation Bonds in the Debt Service Fund.
 - Employee housing rental revenue includes a 14% increase over the 2022 budget primarily due to an increase in rental/lease prices.
 - The 2023 budget assumes approximately the same number of beds (120) as compared to the 2022 budget.
 - Assumes vehicle registration fees will remain flat to the 2022 forecast.
 - Assumes a 5.7% sequestration rate on refundable credits applicable to the Authority's Build America Bonds and the Qualified Energy Conservation Bonds. The sequestration rate is subject to change.

5. Expenditure by Program/Department & Assumptions



| Expenditures (in thousands) | 2019 Audited | 2020 Audited | 2021 Audited | 2022 Budget | 2022 Forecast | 2023 Draft Budget | 23/22 Budget | |
|--|------------------|------------------|------------------|-------------------|------------------|-------------------|---------------------|-------------|
| | | | | | | | \$ Dif | % Dif |
| Fuel | 1,670 | 820 | 1,209 | 2,160 | 1,860 | 2,544 | 383 | 18% |
| Transit Maintenance | 5,009 | 6,309 | 6,373 | 7,739 | 7,267 | 8,046 | 306 | 4% |
| Transit Operations | 9,687 | 11,875 | 13,313 | 15,201 | 13,978 | 16,266 | 1,065 | 7% |
| Administration | 5,775 | 7,071 | 7,271 | 9,891 | 9,837 | 11,569 | 1,678 | 17% |
| Facilities | 2,088 | 2,957 | 2,824 | 2,979 | 2,902 | 3,256 | 277 | 9% |
| Attorney & Board of Directors | 185 | 172 | 236 | 219 | 159 | 221 | 2 | 1% |
| Trails & Corridor Mgmt | 456 | 548 | 537 | 896 | 839 | 911 | 15 | 2% |
| Total GF Operating Expenditures | \$ 24,870 | \$ 29,752 | \$ 31,763 | \$ 39,086 | \$ 36,842 | \$ 42,813 | \$ 3,727 | 10% |
| SRF - Service Contracts | 11,944 | 10,062 | 12,603 | 14,790 | 13,142 | 15,925 | 1,135 | 8% |
| SRF - Bus Shelter / PNR | 814 | 850 | 787 | 1,085 | 1,075 | 1,147 | 62 | 6% |
| SRF - Mid Valley Trails | 71 | 52 | 36 | 109 | 11 | - | (109) | -100% |
| Total GF & SRF Operating Expenditures | \$ 37,698 | \$ 40,716 | \$ 45,189 | \$ 55,070 | \$ 51,070 | \$ 59,885 | \$ 4,814 | 9% |
| GF - Debt Service | 1,522 | 971 | 2,609 | 1,650 | 1,530 | 1,901 | 251 | 15% |
| Debt Service Fund | 2,660 | 2,733 | 2,729 | 2,719 | 2,719 | 4,397 | 1,678 | 62% |
| Total Debt Service | \$ 4,182 | \$ 3,705 | \$ 5,338 | \$ 4,369 | \$ 4,249 | \$ 6,298 | \$ 1,929 | 44% |
| Total Operating & Debt Service | \$ 41,880 | \$ 44,420 | \$ 50,527 | \$ 59,440 | \$ 55,319 | \$ 66,183 | \$ 6,744 | 11% |
| GF - Capital Outlay | 14,978 | 5,213 | 15,460 | 85,560 | 7,869 | 2,729 | (82,830) | -97% |
| SRF - Bus Shelter / PNR - Capital Outlay | 7 | - | - | - | - | - | - | 0% |
| Capital Projects Fund | 2,244 | 4,205 | 2,241 | 28,868 | 7,800 | - | (28,868) | 0% |
| Total Capital | \$ 17,228 | \$ 9,417 | \$ 17,701 | \$ 114,428 | \$ 15,669 | \$ 2,729 | \$ (111,699) | -98% |
| Total Expenditures - all funds | \$ 59,108 | \$ 53,838 | \$ 68,228 | \$ 173,868 | \$ 70,988 | \$ 68,913 | \$ (104,955) | -60% |

2023 Budgeted Operating Expenditures by Department



| Department | Fund | | | | 2023 Draft Budget | % |
|------------------------|------------------|-------------------|-----------------------|--------------------------|-------------------|-------------|
| | General Fund | Service Contracts | Bus Stops/ PNR SRF | Mid Valley Trails SRF | | |
| Fuel | \$ 2,544 | \$ 943 | \$ - | \$ - | \$ 3,486 | 6% |
| Transit Maintenance | 8,046 | 2,925 | - | - | 10,971 | 18% |
| Transit Operations | 16,266 | 6,606 | - | - | 22,872 | 38% |
| CEO | 2,884 | 1,045 | - | - | 3,928 | 7% |
| Finance | 2,180 | 790 | - | - | 2,970 | 5% |
| Planning | 656 | 238 | - | - | 893 | 1% |
| HR & Risk Mgmt | 3,661 | 1,327 | - | - | 4,988 | 8% |
| Information Technology | 2,189 | 793 | - | - | 2,982 | 5% |
| Facilities | 3,256 | 1,180 | 1,147 | - | 5,583 | 9% |
| BOD & General Counsel | 221 | 80 | - | - | 301 | 1% |
| Trails & Corridor Mgmt | 911 | - | - | - | 911 | 2% |
| Total | \$ 42,813 | \$ 15,925 | \$ 1,147 | \$ - | \$ 59,885 | 100% |

- **Compensation Adjustments:**

- The Collective Bargaining Unit (CBU) comprised of full-time bus operators are subject to a scheduled pay increase, corresponding to each employee’s anniversary date in accordance with their contract. Assuming 185 full-time bus operators, the average increase results in an additional cost of approximately \$398,000.
- For positions outside of the CBU, the budget assumes a merit increase of up to 4% effective at each employee’s annual performance review date, resulting in an additional cost of approximately \$369,000. As a reference, the chart below illustrates the impacts of several merit increase scenarios:

| Merit Increase Analysis (1,000's) | | | | |
|--|---------------------|-------------------------|--|--------------|
| Merit Increase Scenario | General Fund | Bus Stop/PNR SRF | Service Contract SRF (Traveler) | Total |
| 1.0% | \$ 89 | \$ 1 | \$ 2 | \$ 92 |
| | 0.29% | 0.34% | 0.44% | 0.29% |
| 2.0% | \$ 178 | \$ 3 | \$ 4 | \$ 184 |
| | 0.58% | 1.03% | 0.88% | 0.59% |
| 3.0% | \$ 267 | \$ 5 | \$ 5 | \$ 277 |
| | 0.87% | 1.71% | 1.10% | 0.88% |
| 4.0% | \$ 357 | \$ 7 | \$ 6 | \$ 369 |
| | 1.16% | 2.40% | 1.32% | 1.17% |

- The Authority received three **Request for Funding Applications**, one of which were multi-year funding requests that the RFTA Board had approved during the last budget cycle. The budget currently reflects the following:
 - \$30,000 from **Garfield Clean Energy (GCE)** 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. ***GCE applied for a three-year funding request of \$30,000/year which the Board approved during the last budget cycle. This amount represents year three of the three-year funding request.*** In a letter from the GCE Board of Directors, dated August 30, 2022, a request to increase RFTA’s 2023 membership contribution to a minimum of \$35,000 was received. The increased funding would support:
 - Energy Efficiency for Governments for direct energy consulting services for RFTA facilities
 - Active transportation programs that promote mobility options and alternative fuel promotion programs.
 - Continue to share ongoing regional clean energy transportation information, planning, and implementation efforts.

Unless otherwise directed, Staff will increase RFTA’s contribution to GCE to \$35,000 in the 2nd draft of the 2023 budget.

- \$5,000 from **Lower Valley Trail Association (LoVa)** in order to support the current effort on the 8.5-mile segment of the LoVa South Canyon Trail between West Glenwood Springs and New Castle, and assist with the feasibility of the Coal Ridge Trail connecting New Castle and Silt with Coal Ridge High School.
- \$4,000 from **Northwest Colorado Council of Governments** to help fund the match for their Section 5310 Mobility Management grant from CDOT.
- Approximately \$2.73M of **capital outlay** has been budgeted:

| Capital Expenditure by Project | |
|--|---------------------|
| Description (1,000's) | Total Outlay |
| General Fund | |
| Transit | |
| IT Equipment/software | \$ 288 |
| Bus engine/transmission rebuilds | \$ 620 |
| WE-cycle Capital Contribution | \$ 787 |
| First-Last Mile Mobility Grant Program | \$ 734 |
| Subtotal Transit | \$ 2,429 |
| Trails | |
| Trail Improvements | \$ 300 |
| Subtotal Trails | \$ 300 |
| Total | \$ 2,729 |

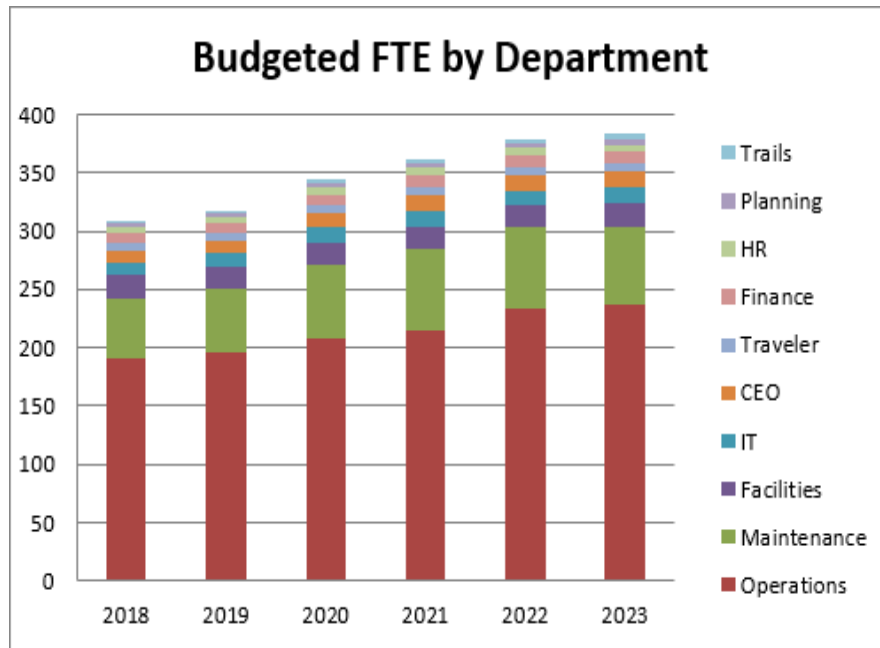
- The project list is very preliminary and currently includes recurring capital needs, primarily related to engine and transmission rebuilds, various IT equipment and software, We-Cycle Capital Contributions, First-Last Mile Mobility Grants, and Trails improvements.
- Staff has developed a list of projects that have been prioritized based on the strategic initiatives identified by the RFTA Board. As Staff continues to refine the revenue assumptions and operating budget over the course of the budget planning process, the project list will be updated to include projects deemed to be high priorities for inclusion into the 2023 budget.
- Certain expenditures may be added into the budget through supplemental budget appropriation resolutions during the budget year when funding is available in the case where actual revenues exceed projections or capital grants are awarded.

6. Other Financing Sources and Uses Assumptions

- Approximately \$731,000 of current available resources is budgeted to be transferred from the General Fund to the **Bus Stops/Park and Ride** Special Revenue Fund to fund the costs to operate and maintain the BRT stations & park and rides and other stops.
- RFTA will continue to contribute to the **Traveler Program** on behalf of its members located in Garfield County as reflected by the budgeted transfer of approximately \$164,000 of current available resources from the General Fund to the Service Contract Special Revenue Fund.
- In accordance with bond resolutions, approximately \$4.27 million of current available resources will be transferred from the General Fund to the **Debt Service** fund which will be used to fund current debt service payments on RFTA's outstanding bonds from 2012, 2013, 2019 and 2021.

7. Staffing

- Assumes 383.0 full-time equivalents (FTEs) compared to 379.3 budgeted in 2022.



- 185 Full-time bus operators with increase in Seasonal bus operators due to anticipated increase in transit service levels
- Eliminate four (4) Non-Seasonal Bus Cleaners
- Increase of two (2) Engineers for GMF Expansion Project
- Add 1 Communications Specialist

8. Major Goals

- Expand the First-Last Mile Mobility (FLMM) Grant Program
- Implement the 2023 – 2028 Regional Bikeshare Plan

Staff will plan to identify high priority projects and strategic initiatives for 2023. Notable projects included in the 2022 budget, which are expected to be continued in 2023 due to timing:

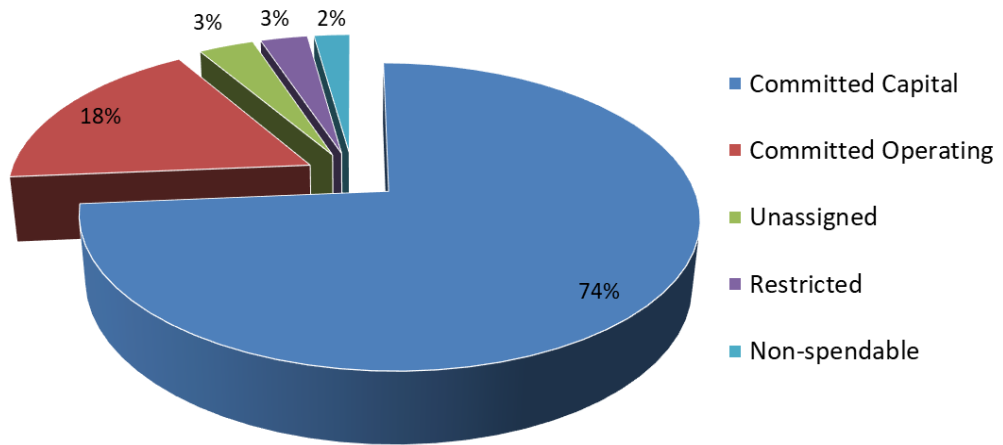
- Glenwood Maintenance Facility (GMF) Expansion Phases 3,4, 5, & 7
- Grade Separated Pedestrian Crossings of Highway 82 and 27th Street in Glenwood Springs
- Bus Replacements
- RFTA Housing Replacement Design
- Rio Grande Trail Improvements
- Contribution to EOTC for Brush Creek Park and Ride Improvement Project
- Battery Electric Bus On-Route charger
- Contribution to the South Bridge Project
- Contribution to the Town of Snowmass Village Transit Service Station
- Non-Revenue Vehicle Replacements
- LoVa Trail contribution

9. Fund Balance

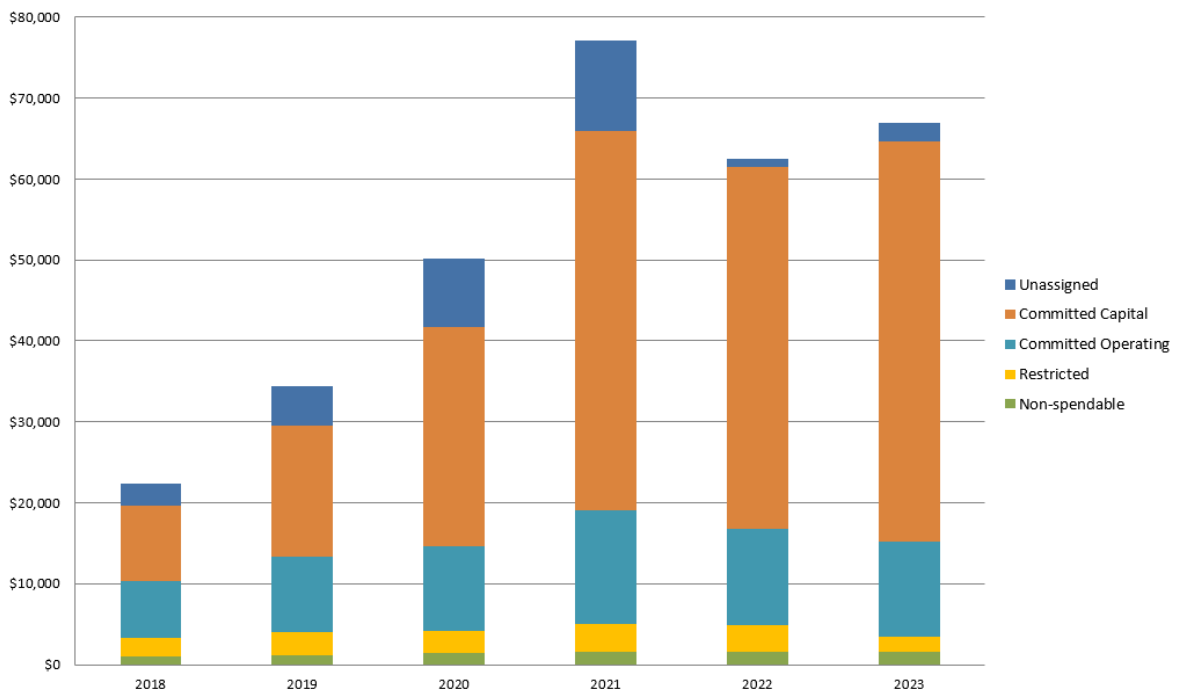
| | General | Service | Bus | Mid | Capital | Debt | |
|---|-----------|-----------|---------------|------------------|------------------|-----------------|-----------|
| | Fund | Contracts | Stops/ PNR | Valley Trails | Projects Fund | Service Fund | Total |
| (1,000's) | | | | | | | |
| Beginning fund balance (budget) | \$ 62,532 | \$ - | \$ 97 | \$ 249 | \$ - | \$ 920 | \$ 63,798 |
| Revenues | 57,007 | 15,761 | 416 | 110 | - | 131 | 73,425 |
| Expenditures | (47,443) | (15,925) | (1,147) | - | - | (4,397) | (68,913) |
| Other financing source/(use) | (5,161) | 164 | 731 | - | - | 4,266 | - |
| Change in net assets | \$ 4,402 | \$ - | \$ - | \$ 110 | \$ - | \$ - | \$ 4,512 |
| Ending fund balance | \$ 66,934 | \$ - | \$ 97 | \$ 359 | \$ - | \$ 920 | \$ 68,311 |
| Ending fund balance composition: | | | | | | | |
| Non-spendable fund balance | \$ 1,514 | | | | | | \$ 1,514 |
| Restricted fund balance | 1,998 | \$ - | \$ 97 | \$ 359 | \$ - | \$ 920 | 3,374 |
| Committed fund balance: | | | | | | | |
| Operating reserves | 11,753 | | | | | | 11,753 |
| Facilities capital reserves | 3,338 | | | | | | 3,338 |
| Transit capital reserves | 37,393 | | | | | | 37,393 |
| Trails capital reserves | 3,028 | | | | | | 3,028 |
| FLMM reserves | 5,573 | | | | | | 5,573 |
| Unassigned fund balance | 2,338 | | | | | | 2,338 |
| Ending fund balance | \$ 66,934 | \$ - | \$ 97 | \$ 359 | \$ - | \$ 920 | \$ 68,311 |

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

2023 Projected General Fund Fund Balance Composition



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



10. Background information

Fund and fund structure

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

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

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

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

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

Capital Project Fund reports activity for a variety of Capital Projects related to transit assets and infrastructure such as the Battery Electric Bus Pilot program, GMF Vehicle Maintenance Expansion Project, AMF Phase 9 Fuel Farm Replacement Project, and SH82 Mid-Valley Bus Stop Improvements Project. Projects funded through 2019 and 2021 bond proceeds contain expenditures that are certain and specific in accordance with State and Federal tax law as identified by Bond Counsel.

Debt Service Fund:

- **The Series 2012A Debt Service Fund** reports all principal and interest expenditures for the \$6.65 million Qualified Energy Conservation Bonds issuance (QECCB) and interest earned as required by resolution. The QECCBs allow a Federal reimbursement for 70% of the Qualified Tax Credit Rate of the interest paid.
- **The Series 2013B Debt Service Fund** reports all principal and interest expenditures for the \$1.3 million QECCB issuance and interest earned as required by resolution. The QECCBs allow a Federal reimbursement for 70% of the Qualified Tax Credit Rate of the interest paid.
- **The Series 2019 Debt Service Fund** reports all principal and interest expenditures for the \$24.545 million bond issuance and interest earned as required by resolution. This is a tax-exempt issuance.
- **The Series 2021A Debt Service Fund** reports all principal and interest expenditures for the \$28.78 million bond issuance and interest earned as required by resolution. This is a tax-exempt issuance.
- **Reserve Fund** reports all activity related to the required reserves for the Series 2009, Series 2012, Series 2013 Bonds, Series 2019 Bonds, and Series 2021 Bonds and interest earned as required by resolution.

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

| | |
|-------------------------------|---|
| Meeting Date: | September 8, 2022 |
| Subject: | Mobile Ticketing Project Update |
| Strategic Outcome: | 5.0 SATISFIED CUSTOMERS 7.0 HIGH PERFORMING ORGANIZATION |
| Strategic Objective: | 5.3 Leverage technology to enhance customer experience 7.2 Innovative technology will be leveraged to improve service and efficiency in all outcome areas |
| Presented By: | Andy Hermes, IT Manager Jamie Tatsuno, Communications Manager |
| Staff Recommends: | The Board is invited to review and comment on the Mobile Ticketing Project Update. |
| Executive Summary: | RFTA plans to implement its new Mobile Ticketing platform at the start of the upcoming winter season. Staff would like to provide an update to the Board about this very exciting project. The presentation will focus on two particular areas: <ol style="list-style-type: none"> 1. Introduction/How the system & app will work; and 2. Outreach/Communications plan. |
| Background/Discussion: | <p>The last technology update for RFTA’s transit ticketing system occurred nearly 10 years ago, in the fall of 2013, during RFTA’s implementation of the VelociRFTA BRT system. At that time, RFTA transitioned away from punch passes and introduced magnetic striped passes sold through Ticket Vending Machines at BRT stations, which were validated by new fareboxes on the buses.</p> <p>The Mobile Ticketing Project was approved and included in RFTA’s 2020 Strategic Work plan, but unfortunately the project was interrupted and delayed by the COVID-19 global pandemic. After completing a Request for Proposals solicitation at the end of 2021, RFTA selected Masabi LLC, a London-based technology company that is leading the movement away from legacy ticketing systems by bringing the latest ticketing innovations to transit agencies by providing Fare Payments-as-a-Service. A kick-off meeting between Masabi and RFTA occurred in the spring of 2022. Since then, the project team has been working through the planning and testing phase and will start internal communications and training for RFTA staff in September. Public outreach will start in October and November. The anticipated “go live” date for the mobile ticketing app is November 21, 2022, the start of the upcoming winter high season.</p> |
| 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 approved 2022 budget has \$494,000 of capital outlay for this project and \$100,000 for ongoing costs. Due to the timing of the implementation date, staff projects the ongoing costs to come in under budget and could be in the \$30,000-\$40,000 range, depending on the adoption rate by transit riders. The preliminary estimate for 2023 ongoing costs is approximately \$186,500, which assumes an adoption rate of 60%. |

| | |
|---------------------|--|
| Attachments: | <p>Yes, please click on this link for a copy of the current "2022-09 RFTA Mobile App Intro.pdf," and "2022-09 RFTA Mobile App Comms Plan.pdf."</p> <p>Find "current "2022-09 RFTA Mobile App Intro.pdf," and "2022-09 RFTA Mobile App Comms Plan.pdf," in the September 2022 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda.</p> |
|---------------------|--|

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

| | |
|-----------------------------|--|
| Meeting Date: | September 8, 2022 |
| Subject: | Update Regarding “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: | Dan Blankenship, CEO |
| Staff Recommends: | FYI: Staff will provide an update regarding the status of the process of meeting with prospective parties to the 2023 Regional Bikeshare Services Memorandum of Understanding. A meeting with the Pitkin County Board of County Commissioners is scheduled for September 6, at 10:00 a.m., and an update regarding the outcome of the meeting will also be provided to the Board. |
| Executive Summary: | <p><u>Status of “Draft: Memorandum of Understanding Regarding RFTA 2023 – 2028 Regional Bikeshare Services (Draft MOU):</u> (Not much has changed since the August Board meeting)</p> <p>Following is a status update regarding the status of the process of sharing the Draft MOU with prospective jurisdictional partners is as follows:</p> <p><u>City of Aspen:</u> Conditional approval of the Draft MOU was granted by the Aspen City Council at its July 12 meeting.</p> <p><u>Town of Basalt:</u> Conditional approval of the Draft MOU was granted by the Town Council of Basalt at its July 26 meeting.</p> <p><u>Town of Carbondale:</u> Conditional approval of the Draft MOU was granted by the Town Council of Carbondale at its June 28 meeting.</p> <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. (New) Eagle County’s 2023 local bikeshare cost of \$83,615 has been included in the County’s 2023 Sustainable Communities’ budget, which will be acted on by the BOCC later this year. RFTA staff is prepared to present to the BOCC and offer the use of RFTA’s FLMM Reserve funds to help defray approximately \$20,000 of this amount, if desired.</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</p> |

| | |
|------------------------------------|---|
| | <p>RFTA and WE-cycle staff will appear to present the Draft MOU in a BOCC Work Session scheduled for September 6, 2022. (New) Staff will provide an update regarding the outcome of the meeting with the BOCC at the September 8th Board meeting.</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 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.pdf.”</p> <p>Find “current “Draft of the Memorandum of Understanding Regarding Roaring Fork Transportation Authority 2023 – 2028 Regional Bikeshare Service.pdf” in the September 2022 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda.</p> |

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

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: September 8, 2022

RFTA’s Grant-Writing Team Helps to Garner Two Major Grants:

As was reported to the RFTA Board last month, on August 9th, RFTA received the exciting and much anticipated news from the offices of Senator Michael Bennet and John Hickenlooper, that CDOT’s MOVE: Westward Three RAISE grant application, administered by the USDOT, received a \$24 million award. RFTA’s share of the total grant award will be approximately \$10.8 million, and will be used to help develop the West Glenwood Springs Transit Station and to complete the 27th Street Underpass Project. Shoshana Lew, CDOT Executive Director, spearheaded the project and advocated on its behalf with Colorado’s Senators, Michael Bennet and John Hickenlooper, whose support of the USDOT RAISE grant application was crucial. David Johnson, Director of Planning, worked countless hours under very tight time constraints to develop and finalize RFTA’s portion of the complicated and lengthy RAISE grant application. In addition, Ashley Badesch, Sustainable Strategies DC, RFTA’s State and Federal grant funding consultant helped RFTA navigate the numerous hurdles required to reach the Federal funding finish line.

Not to be outdone, however, Jason White, Assistant Planner, also recently helped RFTA garner \$5.7 million in Federal Transit Administration Section 5339 Bus and Facility grant funds that will be used to replace 10 compressed natural gas buses and 2 diesel buses. The grant award was announced on August 15 and, although the competitive grant program from which the grant was awarded was oversubscribed by a factor of 7 times, RFTA still received full funding. Congratulations Jason!

Ridership: Through July, 2022, RFTA’s year-to-date system-wide ridership was up 40.6% compared to same period in 2021. Meanwhile the month of July 2022 compared to July 2021 was only up 17.5% system-wide. The reason for this may be that last year during the summer season, RFTA bus were at 100% seated capacity and normal service levels were being provided. This year, although RFTA is allowing standees, it is operating reduced service regional levels because of the acute shortage of Bus Operators.

The chart on the page below compares year-to-date July 2022 ridership with year-to-date July 2019 pre-pandemic ridership. Overall, Year-to-Date system-wide ridership in July 2022 was down 26% compared to year-to-date system-wide ridership in 2019. However, Valley ridership was only down 20%.

| Total Ridership YTD Comparison: 2019 vs. 2022 | | | |
|--|----------------------|----------------------|------------------------------------|
| Service | YTD July 2019 | YTD July 2022 | % Vari YTD 2022 to YTD 2019 |
| Aspen | 910,910 | 568,187 | -38% |
| Valley | 1,675,471 | 1,341,370 | -20% |
| Hogback | 61,436 | 77,204 | 26% |
| Other | 783,457 | 565,162 | -28% |
| Total | 3,431,274 | 2,551,923 | -26% |

The chart below compares the month of July 2022 with the pre-COVID month of July 2019. System-wide ridership In July 2022 was down 28% compared with July 2019, however, Valley ridership was only down 22%.

| Ridership Comparison: July 2019 vs. July 2022 | | | |
|---|----------------|----------------|-------------------------------|
| Service | Jul-19 | Jul-22 | % Vari July 2021 to July 2019 |
| Aspen | 123,462 | 88,535 | -28% |
| Valley | 301,976 | 234,368 | -22% |
| Hogback | 12,189 | 12,222 | 0% |
| Other | 140,563 | 81,029 | -42% |
| Total | 578,190 | 416,154 | -28% |

Climate Action Plan Update:

| Project Schedule | | | | | | | |
|------------------|-----|-----|-----|-----|-----|-----|-----|
| Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb |
| | | | | | | | |

Key

- On Schedule
- At Risk
- Behind Schedule

Milestones and Accomplishments

- August board presentation preparation and delivery
- Internal kickoff meeting planned and delivered
- RFTA and project team data meetings with billing and special projects
- General project roadmap discussion and review with RFTA leadership
- Literature, methodology and national best practices review drafted

Project Challenges or Concerns

- None

[Continued on next page]

Progress Report for RFTA Climate Action Plan

September, 2022

| Phase I: Establishing a Vision for the Future | % Complete | |
|---|------------|---|
| Kickoff Meeting | 100% | ✓ |
| Facilitated workshop pertaining to the CAP's purpose, need, vision, and goals | 15% | |
| National review of leading climate action plans | 90% | |
| Phase II: Technical Discovery | | |
| Baseline emissions inventory | 50% | |
| PHASE III: Climate Action Plan (CAP) Development | | |
| Annotated literature review of leading national and international climate action plans | 90% | |
| Modifiable master spreadsheet for measuring CAP criteria, supported by user-friendly, open-source tools | 10% | |
| Evaluation criteria and measurement process for climate action strategies | 5% | |
| Master list of potential strategies□ | 40% | |
| Documented process for strategy screening and advancement of promising strategies for further development | 5% | |
| Refined set of cost-benefit-based strategies tailored to RFTA's unique operational environment | 5% | |
| Implementation program guidance | 5% | |
| PHASE IV: Preparing for the Future | | |
| Implementation and monitoring program | 0% | |
| Identification of unique funding sources and opportunities | 0% | |
| Tabletop exercise + climate-related emergency mitigation report | 0% | |
| Framework for annual plan evaluation and updates | 0% | |
| OVERALL | 25% | |

Chief Operating Officer Update, September 2022: Kurt Ravenschlag, COO

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 seasons scheduled service. For example, a 100% readiness means RFTA has the exact number of bus operators to cover the scheduled service. However, 100% readiness does not account for vacations, sick absences, FMLA or other reasons an employee might be away from work. Ideally, RFTA would have a 120% readiness to account for all the various absences the operations staff would be dealing with on a day-to-day basis and avoid excessive overtime. RFTA has established a threshold of 105% readiness before service reductions would be necessary to reliably deliver scheduled service.

From now (September) until January 2023, RFTA will have completed 5 additional new bus operator training classes to staff the 2022/2023 winter season. We currently have 136 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 50 additional drivers. In addition, we usually have returning winter seasonal drivers (last winter, we had 18 returning seasonals) which, if we have similar #'s to 2021/22, would put us at 204 Operators or 115% 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 September 2022 | 136 |
| # 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: Sept. 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"> Manufacturer is requesting \$47k increase per bus for cost escalations. Staff reviewing contract to determine obligation to this cost increase. 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"> Action Items from Plan are being incorporated into the 2023 budget. Plan Adopted by RFTA Board |

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

| | | |
|--|-----------------|---|
| 2022 Budget: \$3,640,325 | % Complete: 25% | Last Updated: September 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"> Manufacturer is requesting \$47k increase per bus for cost escalations. Staff reviewing contract to determine obligation to this cost increase. 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: Sept. 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"> Grant received to cover increased cost of the project. Staff is determining the appropriate time to release RFP for bids. 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. |

S7 - Glenwood Maintenance Facility (GMF) Expansion

| | | |
|---|---|--------------------------|
| 2022 Budget: \$28,246,556 | % Complete: 30% | Last Updated: Sept. 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 October 2022. Design at 50% <p>Phase 6 (Transit Center and Operations Center)</p> <ul style="list-style-type: none"> Raise grant received providing \$4.5 mil. in federal funding to advance Phase 6. | |

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, September 2022 – David Johnson, Director of Planning

Please see the click on the links: "[09-08-2022 Planning Department Update.pdf](#)," or see "09-08-2022 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 (July YTD)

| 2022 Budget Year | | | | |
|---|-----------------------|-----------------------|----------------|------------------------|
| General Fund | July YTD | | | |
| | Actual | Budget | % Var. | Annual Budget |
| Revenues | | | | |
| Sales and Use tax (1) | \$ 16,439,582 | \$ 11,596,528 | 41.8% | \$ 31,881,900 |
| Property Tax | \$ 11,543,723 | \$ 11,536,318 | 0.1% | \$ 11,876,000 |
| Grants | \$ 2,034,314 | \$ 2,034,314 | 0.0% | \$ 46,747,016 |
| Fares (2) | \$ 2,270,891 | \$ 1,885,614 | 20.4% | \$ 3,723,500 |
| Other govt contributions | \$ 543,333 | \$ 543,333 | 0.0% | \$ 1,953,160 |
| Other income | \$ 750,422 | \$ 476,858 | 57.4% | \$ 941,380 |
| Total Revenues | \$ 33,582,264 | \$ 28,072,965 | 19.6% | \$ 97,122,956 |
| Expenditures | | | | |
| Fuel | \$ 1,091,520 | \$ 1,225,657 | -10.9% | \$ 2,160,194 |
| Transit (3) | \$ 18,953,539 | \$ 21,002,539 | -9.8% | \$ 35,995,064 |
| Trails & Corridor Mgmt | \$ 338,992 | \$ 352,685 | -3.9% | \$ 896,000 |
| Capital | \$ 2,222,896 | \$ 2,181,476 | 1.9% | \$ 83,846,629 |
| Debt service | \$ 728,599 | \$ 728,599 | 0.0% | \$ 1,649,984 |
| Total Expenditures | \$ 23,335,547 | \$ 25,490,956 | -8.5% | \$ 124,547,871 |
| Other Financing Sources/Uses | | | | |
| Other financing sources | \$ 11,192 | \$ - | #DIV/0! | \$ 11,009,281 |
| Other financing uses | \$ (3,611,021) | \$ (3,611,021) | 0.0% | \$ (4,986,970) |
| Total Other Financing Sources/Uses | \$ (3,599,829) | \$ (3,611,021) | -0.3% | \$ 6,022,311 |
| Change in Fund Balance (4) | \$ 6,646,887 | \$ (1,029,013) | -745.9% | \$ (21,402,604) |

- (1) Sales and Use Tax Revenues are received 2 months in arrears (i.e. May sales and use tax revenue is deposited and recorded in July).
- (2) Through July, fare revenue and ridership are increased by 6% and 41%, 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 July 2021/2022 comparison of actual fare revenues and ridership on RFTA regional services:

| Fare Revenue: | YTD 7/2021 | YTD 7/2022 | Increase/ (Decrease) | % Change |
|--|---------------------|---------------------|-------------------------|-------------|
| Regional Fares | \$ 1,537,261 | \$ 1,763,010 | \$ 225,749 | 15% |
| Maroon Bells | \$ 572,084 | \$ 482,125 | \$ (89,959) | -16% |
| Total Fare Revenue | \$ 2,109,345 | \$ 2,245,135 | \$ 135,790 | 6% |
| Ridership on RFTA Regional Services*: | YTD 7/2021 | YTD 7/2022 | Increase/ (Decrease) | % Change |
| Highway 82 (Local & Express) | 310,916 | 446,732 | 135,816 | 44% |
| BRT | 362,087 | 502,315 | 140,228 | 39% |
| SM-DV | 12,710 | 37,717 | 25,007 | 197% |
| Grand Hogback | 40,521 | 77,204 | 36,683 | 91% |
| Maroon Bells | 93,647 | 92,596 | (1,051) | -1% |
| Total Ridership on RFTA Fare Services | 819,881 | 1,156,564 | 336,683 | 41% |
| Avg. Fare/Ride | \$ 2.12 | \$ 1.66 | \$ (0.46) | -22% |
| Avg. Fare/Ride MB | \$ 6.11 | \$ 5.21 | \$ (0.90) | -15% |

- (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.

| RFTA System-Wide Transit Service Mileage and Hours Report | | | | | | | | |
|---|------------------|------------------|------------------|--------------|----------------|----------------|-----------------|--------------|
| Transit Service | Mileage July YTD | | | | Hours July YTD | | | |
| | Actual | Budget | Variance | % Var. | Actual | Budget | Variance | % Var. |
| RF Valley Commuter | 2,380,220 | 2,612,518 | (232,298) | -8.9% | 109,229 | 117,492 | (8,263) | -7.0% |
| City of Aspen | 348,529 | 346,080 | 2,449 | 0.7% | 39,696 | 39,303 | 393 | 1.0% |
| Aspen Skiing Company | 206,375 | 208,699 | (2,324) | -1.1% | 15,023 | 15,683 | (661) | -4.2% |
| Ride Glenwood Springs | 66,817 | 69,182 | (2,365) | -3.4% | 5,693 | 5,741 | (48) | -0.8% |
| Grand Hogback | 246,872 | 250,509 | (3,637) | -1.5% | 11,672 | 12,174 | (503) | -4.1% |
| Specials/Charters | 3,750 | 9,816 | (6,066) | -61.8% | 279 | 663 | (383) | -57.8% |
| Senior Van | 5,053 | 5,114 | (61) | -1.2% | 822 | 906 | (84) | -9.3% |
| MAA Burlingame | 8,300 | 15,456 | (7,156) | -46.3% | 752 | 1,109 | (357) | -32.2% |
| Maroon Bells | 35,457 | 39,575 | (4,118) | -10.4% | 2,914 | 3,036 | (122) | -4.0% |
| Subtotal - Transit Service | 3,301,374 | 3,556,948 | (255,574) | -7.2% | 186,079 | 196,107 | (10,028) | -5.1% |
| Training & Other | 10,680 | 8,891 | 1,789 | 20.1% | 13,617 | 18,289 | (4,671) | -25.5% |
| Total Transit Service, Training & Other | 3,312,054 | 3,565,839 | (253,785) | -7.1% | 199,696 | 214,395 | (14,699) | -6.9% |

| Roaring Fork Transportation Authority System-Wide Ridership Comparison Report | | | | |
|---|------------------|------------------|----------------|---------------|
| Service | Jul-21 | Jul-22 | # | % |
| | YTD | YTD | Variance | Variance |
| City of Aspen | 409,562 | 568,187 | 158,625 | 38.73% |
| RF Valley Commuter | 967,573 | 1,341,370 | 373,797 | 38.63% |
| Grand Hogback | 40,521 | 77,204 | 36,683 | 90.53% |
| Aspen Skiing Company | 213,539 | 338,431 | 124,892 | 58.49% |
| Ride Glenwood Springs | 75,544 | 101,921 | 26,377 | 34.92% |
| X-games/Charter | - | 10,732 | 10,732 | #DIV/0! |
| MAA Burlingame | 13,748 | 20,864 | 7,116 | 51.76% |
| Maroon Bells | 93,647 | 92,596 | (1,051) | -1.12% |
| Senior Van | 575 | 618 | 43 | 7.48% |
| Total | 1,814,709 | 2,551,923 | 737,214 | 40.62% |
| Subset of Roaring Fork Valley Commuter Service with BRT in 2022 | | | | |
| Service | YTD July 2021 | YTD July 2022 | Dif +/- | % Dif +/- |
| Highway 82 Corridor Local/Express | 310,916 | 446,732 | 135,816 | 43.68% |
| BRT | 362,087 | 502,315 | 140,228 | 38.73% |
| Total | 673,003 | 949,047 | 276,044 | 41.02% |

2023 RFTA Annual Budget – Preliminary Schedule

| Date | Activity | Status |
|------------|---|-------------|
| 8/11/2022 | Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues. | Completed |
| 9/8/2022 | Presentation/Direction/Action: 1 st draft budget presentation | On schedule |
| 10/13/2022 | Presentation/Direction/Action: 2 nd draft budget presentation | On schedule |
| 11/10/2022 | Presentation/Direction/Action: 3 rd draft budget presentation | On schedule |
| 12/8/2022 | Public Hearing: <ul style="list-style-type: none"> Final budget presentation and adoption Review and approve the final certifications of valuations from the Eagle, Garfield, and Pitkin County Assessors | On Schedule |

2022 RFTA Annual Budget Document – Distinguished Budget Presentation Award

RFTA was notified via letter dated August 26, 2022 that it had received the Distinguished Budget Presentation Award for the current budget (2022) from the Government Finance Officers Association (GFOA). This marks the 16th consecutive year (2007-2022) where RFTA has received this recognition. From the award letter:

“This award represents a significant achievement by the entity.” “It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity’s budget serves as a policy document, a financial plan, an operations guide, and a communications device. Budget documents must be rated “proficient” in all four categories, and in the fourteen mandatory criteria within those categories, to receive the award.”

A copy of the budget document is accessible at <http://www.rfta.com/public-documents/>

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

Facilities, Railroad Corridor & Rio Grande Trail Update

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

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. Farnsworth is reviewing applications 1, 6, & 7.
 - Pitkin County Gerbaz Bridge- Had pre-application call, waiting on submittal documents.
- Future Applications:
 - Pitkin County- Basalt High School Fiber Installation- Submitted permit for Geo Tech. CR 100 Colorado Extreme- Blue Mind, LLC License has been finalized, no further RFTA Action needed at this time.
- 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.
- Rail Car Issues:
 - Rail cars have made several improvements without authorization from RFTA. Installed a new water tank without a permit.
 - Illegally hooked into the power grid.
 - Made multiple exterior improvements, including cutting and removing rail, landscaping, installing privacy fence.
 - Pitkin County Com-Dev. Has red-tagged the rail cars and RFTA has to cure by 9/17/22.
 - Staff is working with the state rail attorney to resolve.
- **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)** – The RFTA Board and the Eagle County BOCC have agreed to have RFTA take over management of the MVTC effective 01/01/23. Staff is working with the committee to implement new policies and procedures for the MVTC and will be adding additional members to this committee over the next couple of RFTA Board meetings. (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.
- 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.
- Goats arrived to work the RGT Corridor on August 18. We will be working in the Emma area this year and hope to have the goats for over a month.
- Some 2022 projects that we hope to complete are listed below:
 - 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 received the kiosk maps, now we need to find time to install the kiosk structure for 2/3 remaining.
 - Adopt-a-Trail and RFOV project collaborations.