

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

TIME: 9:00 a.m. – 11:30 a.m., Thursday, September 10, 2020

This will be a Virtual WebEx Teleconference Meeting

Instructions regarding how to participate in the meeting via WebEx will be 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	9:00 a.m.
2	Approval of Minutes: RFTA Board Meeting August 13, 2020, pg. 3		Approve	9:01 a.m.
3	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.
4	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	9:05 a.m.
5	Consent Agenda:			9:10 a.m.
	A. Intergovernmental Agreement for Garfield County Senior Programs – Traveler Services 2020 – Amended – Dan Blankenship, CEO page 11	2.2.3	Approve	
	B. Seven-Party Memorandum of Understanding Regarding Garfield County Senior Programs for 2020 – Amended – Dan Blankenship, CEO, page 12	4.2.5	Approve	
	C. Resolution 2020-19: Authorizing the Acquisition of Certain Parcels and or Interests In Real Property, Through Good Faith Negotiations, or, if Unsuccessful, Through Eminent Domain Proceedings, for the Construction of Mass Transit and Related Facilities And Improvements – Kurt Ravenschlag, COO, pg. 13	4.2.5	Approve	
6	Public Hearing			
	A. Resolution 2020-20: Supplemental Budget Appropriation – Michael Yang, CFAO, page 17	4.2.5	Approve	9:15 a.m.
7	Presentations/Action Items:			
	A. Integrated Mobility Study (IMS) Presentation – David Pesnichak, Regional Transportation Administrator, page 22	2.3.7	Update/ Discussion	9:25 a.m.
	B. RFTA Service Planning Issues Related to the Outbreak of Coronavirus (COVID-19) – Dan Blankenship and Kurt Ravenschlag, COO, page 24	2.2.3	Discussion/ Direction	9:55 a.m.
	C. Maroon Bells’ Shuttle Service Update – Dan Blankenship, CEO, page 31	4.2.5	Discussion/ Direction	10:10 a.m.
	D. Presentation of 1 st Draft of RFTA 2021 Budget – Michael Yang, CFAO, Paul Hamilton, Finance Director, page 35	2.5	Discussion	10:25 a.m.
	E. MOVE Update – David Johnson, Director of Planning and Kurt Ravenschlag, COO, page 53	2.3.7	Discussion/ Direction	10:55 a.m.

	Agenda Item	Policy	Purpose	Est. Time
8	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, <i>page 55</i>	2.8.6	FYI	11:10 a.m.
9	Issues to be Considered at Next Meeting:			
	To Be Determined at September 10, 2020 Board Meeting	4.3	Meeting Planning	11:11 a.m.
10	Next Meeting: 9:00 a.m. – 11:30 a.m., October 8, 2020 via Webex Teleconference (Details to be provided later)	4.3	Meeting Planning	11:12 a.m.
11	Executive Session: 1) Pursuant to C.R.S. 24-6-402(4)(b) conferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions concerning potential and pending litigation (Accident involving Andrew); and 2) Pursuant to C.R.S. 24-6-402 4(e)(l) Determining positions that may be subject to negotiations; developing strategy for negotiations and instruction negotiators; and 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interests: Possible acquisition of property for 27 th Street Park & Ride facility.	3.5.2.B	Executive Session	11:15 a.m.
12	Reconvene Into Open Session			11:25 a.m.
13	Adjournment:		Adjourn	11:30 a.m.

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**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
August 13, 2020**

Board Members Present (via WebEx):

Art Riddile, Chair (Town of New Castle); Markey Butler, Co-Chair (Town of Basalt); Ann Mullins (City of Aspen); Bill Kane (Town of Basalt); Jonathan Godes (City of Glenwood Springs); Dan Richardson (Town of Carbondale); George Newman (Pitkin County); Jeanne McQueeney (Eagle County)

Non-Voting Alternates Present (via WebEx)

Shelley Kaup (City of Glenwood Springs); Ward Hauenstein (City of Aspen); Greg Poschman (Pitkin County)

Staff Present (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; Angela Henderson, Facilities & Trails Department; David Johnson and Jason White, Planning Department; Jamie Tatsuno, Marketing and Communications; Paul Hamilton, Director of Finance; Tammy Sommerfeld, Procurement; Nick Senn, Senior Construction Manager; Kent Blackmer, Director of Operations; Ed Cortez, Operations and ATU Local 1774 President

Visitors Present (via WebEx):

David Pesnichak (EOTC/Pitkin County); John Kruger (City of Aspen); Scott Condon (Aspen Times); Linda DuPriest (Citizen)

Agenda

1. Call to Order/Roll Call:

Art Riddile called the RFTA Board of Directors to order at 9:00 a.m. Riddile declared a quorum to be present (8 member jurisdictions present) and the meeting began at 9:01 a.m.

2. Approval of Minutes:

Shelley Kaup moved to approve the August 13, 2020 Board Meeting Minutes, and Ann Mullins seconded the motion. The motion was unanimously approved.

3. Public Comment:

Riddile asked if any member of the public would like to address the Board or make a comment regarding items not on the August 13, 2020 Board Agenda.

No members of the public had any comments.

Riddile closed Public Comments at 9:03 a.m.

4. Items Added to Agenda – Board Member Comments:

Riddile asked if there were any items that needed to be added to the August 13, 2020 Board meeting Agenda.

No items were added to the August 13, 2020 Board Agenda.

Riddile asked if any Board member had comments or questions regarding issues not on the August 13, 2020 Board meeting Agenda.

Riddile congratulated RFTA staff on their hard work and dedication for getting approved to receive \$11.5 million in FTA Grant Funds. Dan Richardson and other Board members echoed their congratulations and thanks for the hard work on getting approved for such a large amount of grant funding.

Dan Blankenship thanked the Board members who have traveled to the Capitol and attended WebEx meetings in order to help get grant funding approved for RFTA. Thanks to Board and staff's efforts, RFTA was able to build relationships with grant decision-makers. These relationships were pivotal in RFTA's success in obtaining FTA grant funds and it was a group effort in creating these relationships. Thank you to all individuals who were involved in this process.

Richardson thanked RFTA staff for their hard work getting buses cleaned and sanitized during the COVID-19 pandemic, and stated that riding RFTA buses is safer than carpooling, due to the sanitization efforts of RFTA.

George Newman questioned how the Grizzly Creek Fire was impacting RFTA?

Blankenship stated that not many of RFTA's employees live on that side of No Name, and therefore it is not significantly impacting RFTA. Kent Blackmer responded that on the day that the fire started in South Canyon, several employees could not get through, however, when one westbound lane reopened those employees were able to get through and everything continued on as normal. For the Grizzly Creek Fire, Aspen traffic was impacting RFTA service because people were using Independence Pass, however, once Independence Pass was closed, traffic went back to normal.

Riddile closed Board comments at 9:10 a.m.

5. Consent Agenda:

A. Resolution 2020-16: Resolution Extending the Amendment of Section 6.07 of the RFTA By-Laws Authorizing Remote Participation in RFTA Board Meetings for a One-Year Period Up To and Including December 31, 2021 – Dan Blankenship, CEO

Due to uncertainty about the duration of the COVID-19 pandemic, it is prudent to take early action to extend the sunset on remote participation at RFTA Board meetings, by extending it from December 31, 2020 to December 31, 2021.

George Newman moved to approve Resolution 2020-16: Resolution Extending the Amendment of Section 6.07 of the RFTA By-Laws Authorizing Remote Participation in RFTA Board Meetings for a One-Year Period Up To and Including December 31, 2021, and Riddile seconded the motion. The motion was unanimously approved.

B. Resolution 2020-17: Authorization to Submit Application to the Garfield County Federal Mineral Lease District (GCFMLD) in the fall of year 2020 for Construction of the 27th Street Pedestrian Crossing in Glenwood Springs – David Johnson, Director of Planning

RFTA and the City of Glenwood Springs will construct a grade separated crossing of State Highway 82 at 27th Street to facilitate safe crossing for bicyclists and pedestrians. The need for this crossing has been well-documented since 2011, and after a study, commissioned by CDOT, the 27th Street

intersection ranked as the 3rd highest priority intersection in a 4-county Intermountain Region.

Long-term recommended improvements include a grade-separated bicycle and pedestrian crossing. The 27th street intersection serves the RFTA BRT station, and is RFTA's 7th-8th highest ridership stop, serving an estimated 800-1000 boardings and alightings per day. Two accidents occurred at the 27th street intersection in 2017; and, in 2018, a fatality involving a bicyclist occurred.

During the Destination 2040 Plan, RFTA committed to funding \$4.3 million of the roughly \$9 million estimated project cost, with the remaining funding coming from other sources. RFTA and the City of Glenwood Springs have received an additional \$1.1 million in CDOT Multimodal Options Fund (MMOF) funding, \$1 million in CDOT Regional Priority Project (RPP) funds, and \$1 million in Transportation Alternatives Program (TAP) funds.

In June 2020, RFTA requested a letter of support and Authorizing Resolution for a \$1 million Federal Mineral Lease District (FMLD) grant. During discussions with the City of Glenwood Springs, the City requested that RFTA amend the request to \$500,000.

Newman questioned the reason for the request of funds being lowered from \$1 million to \$500,000.

Dan Blankenship stated that the reason behind the lower requested funds is that the City of Glenwood Springs, at this time, due to COVID-19, may have difficulties raising the matching funds. The City feels that \$500,000 is a more realistic request than \$1 million during these uncertain times.

Mullins moved to approve Resolution 2020-17: Authorization to Submit Application to the Garfield County Federal Mineral Lease District (GCFMLD) in the fall of year 2020 for Construction of the 27th Street Pedestrian Crossing in Glenwood Springs, as to form, and Markey Butler seconded the motion. The motion was unanimously approved.

6. Public Hearing:

A. Resolution 2020-15: 2020 Supplemental Budget Appropriation – Michael Yang, CFAO

The items described below require additional appropriations.

Traveler Vehicle Replacement: Replacement of two (2) Traveler vehicles, approximately \$185,156, including a protective barrier for vehicle operators. RFTA secured a CDOT Consolidated Call for Capital Projects (CCCP) Grant covering 80% of the cost of the vans and RFTA confirmed Garfield County's contribution of \$36,531. The \$500 remaining portion of the capital outlay represents the local share of the cost for the protective barrier.

- **\$185,156 increase in Capital Outlay**
- **\$148,125 increase in Grant Revenue**
- **\$36,531 increase in Other Government Contributions**

Grade Separated Pedestrian Crossings of Hwy 82 and 27th St.: In addition to RFTA's \$4.2 million from Destination 2040 funding, RFTA has secured \$4.2 million in CDOT grant funding and continues to seek additional funding from the City of Glenwood Springs and additional grants, if possible. Approximately \$983,750 for the estimated cost for design work associated with the new underpass project in Glenwood Springs is needed.

- **\$983,750 increase in Capital Outlay**

Blake Street (GWS) Improvements: This project consists of widening and paving some shoulders on Blake Street to allow for staging buses near the Blake Street Gate. This project will enable RFTA to continue to stage buses in the area while allowing traffic movement.

- **\$100,000 increase in Capital Outlay**
- **Rio Grande Trail Bridge Inspection and Design** –The estimated cost for this project has exceeded the original budget of \$20,000. An additional **\$25,000** is needed in order to move forward.
- **CMF Roof and Gutter Project** – The estimated cost for this project has exceeded the original budget of \$55,000. An additional **\$57,000** is needed.
- **GMF Compressor Replacement** – The current compressor at the Glenwood Maintenance Facility must be replaced. **\$20,000** is needed.
- **Blake Street Office Improvements** – Remodeling the existing workspace in order to better accommodate the operational needs by the Traveler Program. **\$30,000** is needed.
- **AMF Fire Sprinkler Project** – The fire sprinkler system requires repairs and the removal of glycol, replaced with a NFPA-approved antifreeze. **\$80,000** is needed.
- **BRT Station Bench Refinishing Project** – The estimated cost of this project exceeded the original budget of \$28,000. The initial scope covered the exterior benches; however, and additional **\$19,000** is needed to include the interior benches.

Riddile asked if any member of the public would like to address the Board or make a comment regarding Resolution 2020-15: RFTA 2020 Supplemental Budget Resolution.

No members of the public had any comments.

Riddile closed Public Comments at 9:23 a.m.

Newman moved to approve Resolution 2020-15: 2020 Supplemental Budget Appropriation and Riddile seconded the motion.

A Roll Call Vote Was Taken:

Art Riddile	Yes
Markey Butler	Yes
Ann Mullins	Yes
Dan Richardson	Yes
George Newman	Yes
Jeanne McQueeney	Yes
Jonathan Godes	Yes
Bill Kane	Yes

The motion was unanimously approved.

7. Presentations/Action Items:

- A. RFTA Service Planning Issues Related to the Outbreak of Coronavirus (COVID-19):** – Dan Blankenship, CEO; Paul Taddune, General Counsel; Michael Yang, CFAO; Kurt Ravenschlag, COO; and Jason Smith, Safety and Training Manager

Bill Kane questioned what is happening with bus stops and shelters on Two Rivers Road and HW82.

Blankenship responded that those bus shelters are being rebuilt and were an item in the Destination 2040 Plan so that people will have a better chance to use the signal to cross HY82. The bus stops and shelters should be completed within the next month or two.

RFTA's Emergency Response Plan is relatively consistent with Pandemic plans throughout the transit industry, and has three primary goals: 1) protection of the public; 2) protection of employees; and 3) continuity of operations. The plan is designed to enable RFTA to continue operating even though employees may become ill. Out of an abundance of caution, RFTA directs its employees to remain home if they are experiencing any possible symptoms of COVID-19. When tested, some are found to be negative for COVID-19 and return to work after remaining out the prescribed period of time.

RFTA front line employees deserve tremendous praise for their steadfast commitment to service and their bravery in the face of this global COVID-19 pandemic. Every RFTA employee, whether on the front lines or working remotely, is going above and beyond the call of duty.

In order to gauge employee perceptions about RFTA's response to COVID-19 as well as the mental health and attitudes of its workforce, a RFTA COVID-19 Employee Survey was administered. Employees who Disagreed or Strongly Disagreed with the statements represented a relatively small percentage of the overall total.

From June 28 through August 5, average daily Hwy 82/TOSV/BRT & Local Service ridership increased by approximately 155%. During this time period, Hogback service has increased by 114%, City of Aspen service has increased by 281%, and the Ride Glenwood service has increased by 105%. Phase 5 represents approximately a 50% increase in the number of daily bus trips compared to Phase 4.

The average number of bus trips each day that must be backed up to keep passenger loads from exceeding 15, is now slightly higher than the average daily number from Phase 4. RFTA does not have as much backup capability as it had in Phase 4, and passengers are being left at bus stops approximately 4 times more frequently.

RFTA is approximately 10 Bus Operators short of the ideal number of 166 and, while 156 Bus Operators are sufficient, this number only represents a 114% readiness ratio, and does not provide the desired cushion. As a result, RFTA will likely need to pay out overtime in order to maintain Phase 5 service levels. RFTA faces a challenge to recruit and train approximately 56 additional Bus Operators required for the winter season. RFTA may need to explore retaining a 3rd party contractor.

RFTA's Maintenance Department completed the installation of sneeze curtains in RFTA's fleet of twenty-five 45-foot over-the-road coaches, and its fleet of seventy-two 40-foot, low-floor buses. RFTA has approximately 97 buses available for service and it requires approximately 75 buses for service each day. The Maintenance Department is installing Plexiglas barriers in van cutaway vehicles. These vehicles will be used for Aspen services such as Cross Town Shuttle and East End Dial-A-Ride.

RFTA resumed fare collection on August 1st. In order to minimize the amount of time passengers spend in close proximity to Bus Operators, no cash is being accepted.

Riddile stated that he is amazed by the way RFTA tracks and keeps track of all of the information related to COVID-19. The way RFTA has handled all of the additional information is something that other agencies should be looking up-to and trying to imitate.

Blankenship stated that there are numerous employees involved in this process and countless measures involved in keeping all of the employees safe and making sure everyone has the resources to stay healthy. He could not be more proud of each RFTA employee and how they have been handling each situation that comes at them. Blankenship will be forever grateful to each employee for their contributions during these difficult and uncertain times.

B. Maroon Bells Shuttle Service Update – Dan Blankenship, CEO

Overall, ridership and ticket sales have been higher than forecasted and the service appears to be operating smoothly and Bus Operators and Supervisors are performing spectacularly. H2O Ventures manages the reservations system, the Call Center, and the Maroon Bells Shuttle Welcome Center at Aspen Highlands Ski Resort, is doing an excellent job.

Ticket sales from June 28 through August 5 indicate, due to “No Shows” and “Day of Standby Passengers,” that approximately 11% more tickets are being sold on average each day than the maximum amount of seats available (435). If this trend continues, actual ticket sale revenue will exceed the original projection, which assumed that only 80% of the maximum capacity of 435 seats per day (or 371 seats) would be sold.

- The Maroon Bells’ shuttle reservation system went live on June 2 and can be accessed at: <https://aspenchamber.org/plan-trip/trip-highlights/maroon-bells/reservations>.
- Maroon Bells shuttle reservations can be made currently through September 30.
- Buses are transporting up to 15 passengers at one time.
- All passengers, except children under the age of 2 must wear face coverings.

In 2020, the Maroon Bells’ bus service had a budgeted \$796,000 fully allocated cost and \$740,000 of gross budgeted fare revenue (including the Forest Service fee). The current estimated cost of the Maroon Bells Shuttle for the 106-day season is \$666,696. If ticket sales continue to follow the current trend, net ticket revenue to RFTA at the end of the season would be approximately \$598,000, and the subsidy for the service would be approximately \$68,000 or 10%.

Newman stated that he is glad to see that the Maroon Bells reservation system is working so well. The reservation system was necessary in order to help keep Maroon Bells open and environmentally healthy.

C. 2021 RFTA Budget – Preliminary Planning Initiatives, Assumptions, and Issues – Michael Yang, CFAO

- Staff will highlight issues associated with the 2021 budget and seek direction from the Board
- The 1st draft budget will be presented at the September 10, 2020 meeting.
- The 2nd draft budget will be presented at the October 8, 2020 meeting.
- The Final budget will be presented for the Board’s review and adoption at the November 12, 2020 meeting.
- Final Certification of Assessed Valuations from Pitkin, Eagle and Garfield Counties will be presented at the December 10, 2020 Board meeting.

Budget Initiatives, Assumptions and Issues:

- Align budget with goals identified in RFTA's Strategic Initiatives.
- The initial budget should be a balanced budget and, if possible, add to fund balance.
- The budget should adhere to the financial reserve thresholds in accordance with Policy 2.5.5.
- Consult with RFTA member jurisdictions' Finance Directors to obtain their sales tax revenue estimates for the budget year.
- Develop Transit Service Plan, potential adjustments to services requested by RFTA and its contracting partners.
- Adjustments to service hours and miles will result in adjustments to Bus Operator shifts, Mechanic positions, parts, and fuel.
- Departments will submit their draft budget requests, which can include new positions. Any new positions identified by management as a priority will be incorporated into the budget.
- Departments will submit their capital item and project requests.
- Due to timing issues, any unexpended capital items and projects (and any related grant revenues) budgeted for in 2020 may need to be re-budgeted in 2021 in order to complete the project.
- Any additional Board priorities should also be incorporated into the budget's planning assumptions.

New Budget issues:

- The impact of the coronavirus pandemic on the regional economy is unpredictable and rapidly changing. The identified impacts to RFTA include:
 - Safety measures: Increased safety measures related to personal protective equipment, disinfecting, cleaning and supplies, and teleworking arrangements.
 - Transit service: Ability to meet ridership demand due to social distancing measures resulting in the reduced maximum ridership capacity per bus.
 - Revenues: In 2020, RFTA was the beneficiary of approximately \$5.2 million of the initial apportionment of the Coronavirus Aid, Relief, and Economic Security (CARES) Act funds and anticipates to receive an estimated \$3+ million from the second apportionment of these funds.

Continuing Budget Issues and Considerations:

- After the first two months into 2020, Sales and Use tax revenues were up 20% over budget; however, when the COVID-19 pandemic hit in March, revenues fell sharply by over 30% compared to budget for the month.
- For the 2020 tax year, with collections in 2021, the full 2.65 mill levy will be assumed for the 2021 budget.
- Unleaded and transit diesel contracts were entered into for a portion of RFTA's needs in 2021 and reflects an approximate 11% decrease in price between 2021 and 2020.
- In 2020, medical premiums reflected a 4% increase. The preliminary estimated annual increase for 2021 is estimated at 10%.
- As of July 2020, the overall occupancy rate for RFTA employee housing is at 90%. Rental income has increased by approximately 15% from the previous year.
- Request for Funding Application Forms are required to be completed by organizations seeking financial support. The following represent multi-year funding request effective in 2021:
 - Five-year \$100,000/year (subject to annual appropriation) WE-Cycle – RFTA Partnership Agreement.

8. Information/Updates:

A. CEO Report – Dan Blankenship, CEO

The Colorado Association of Transit Agencies (CASTA) recommended Dan Blankenship to serve on the Regional Transportation District (RTD) Accountability Committee. The Committee was established by the Governor, Chairs of the Transportation Committee of the General Assembly, and the RTD Board. Blankenship was appointed to serve on the Committee by the Chairs of the House and Senate Transportation Committees.

The first meeting of the Committee will be held on August 10, and Blankenship hopes to learn more about his role and responsibilities and the time commitment involved. Blankenship is honored by this appointment and grateful for the opportunity to learn more about RTD's Strengths, Challenges, and Opportunities. RTD dwarfs RFTA in terms of its scale and scope, and his hope is that he might have constructive insights to offer his colleagues from the perspective of the sole regional transit service provider on the Committee.

9. Issues to be Considered at Next Meeting:

10. Executive Session:

A. One Matter – Paul Taddune, General Counsel

1) Pursuant to C.R.S. 24-6-402 4(l) Determining positions that may be subject to negotiations; developing strategy for negotiations and instruction negotiators: Possible acquisition of property for 27th Street Park & Ride facility.

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

Staff Present: Dan Blankenship, CEO; Paul Taddune, General Counsel; Kurt Ravenschlag, COO; Nicole Schoon, Secretary to the Board; Nick Senn, Senior Construction Manager; Angela Henderson, Assistant Director, Project Management and Operations

Newman moved to adjourn from the Executive Session into the Regular Board Meeting and Mullins seconded the motion. The motion was unanimously approved.

No action was taken during the Executive Session. The Executive Session adjourned at 11:07 a.m.

11. Next Meeting: 8:30 a.m. – 11:30 a.m., September 10, 2020, via WebEx.

12. Adjournment:

Riddile moved to adjourn from the August 13, 2020 RFTA Board meeting, and Mullins seconded the motion. The motion was unanimously approved.

The August 13, 2020 RFTA Board Meeting adjourned at 11:09 a.m.

Respectfully Submitted:

Nicole R. Schoon

Secretary to the RFTA Board of Directors

RFTA BOARD OF DIRECTORS MEETING
“CONSENT” AGENDA SUMMARY ITEM # 5. A.

Meeting Date:	September 10, 2020
Subject:	Amended – Intergovernmental Agreement for Garfield County Senior Programs – Traveler Services 2020
Presented By:	Dan Blankenship, Chief Executive Officer
Strategic Outcome:	2.0 Accessibility & Mobility
Strategic Objective:	2.5: Ensure accessibility for youth, low income, seniors and disabled populations
Staff Recommends:	Staff recommends the approval of the Amended – Intergovernmental Agreement for Garfield County Senior Programs Traveler Services – 2020 and authorize the RFTA Chair to execute it.
Background/ Discussion:	<ol style="list-style-type: none"> 1. In 2008, RFTA was designated the provider of the Traveler Senior Transportation Program services, which it has provided from 2009 through 2018 pursuant to the Intergovernmental Agreement for Garfield County Senior Programs - Traveler Program. 2. Garfield County has updated the IGA for 2020. 3. Staff is requesting the Board to approve and authorize the Board Chair to execute the IGA. 4. RFTA has revised the estimated cost to provide the Traveler Services in 2020. 5. Previous total estimated budget for Traveler services in 2020 was \$746,880, the revised total estimated budget is \$665,433.
Policy Implications:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	The total estimated budget for the Traveler in 2020 is \$665,433. RFTA will be reimbursed by Garfield County for its documented expenses connected with providing the Traveler transportation service in 2020, up to \$494,017. The City of Glenwood Springs will also contribute \$30,000 to RFTA to defray costs related to the ADA Complementary Paratransit Service that it receives from the Traveler. In addition to these amounts, RFTA is contributing \$141,416 towards the Traveler’s expenses in 2020 to defray the prorated cost allocated to its members (Glenwood Springs, Carbondale, and New Castle) by the County’s cost allocation methodology. However, RFTA anticipates receiving a \$40,000 administrative fee payment for providing the service that will reduce its net contribution to the Traveler to approximately \$101,416.
Attachments:	Yes, please see “FINAL IGA 2020 - Amended.pdf” included in the September 2020 RFTA Board Meeting Portfolio.pdf attached to e-mail transmitting the RFTA Board Agenda packet.

**RFTA BOARD OF DIRECTORS MEETING
“CONSENT” AGENDA SUMMARY ITEM # 5. B.**

Meeting Date:	September 10, 2020
Subject:	Amended – 7-Party Memorandum of Understanding (MOU) Regarding Garfield County Senior Programs for 2020
Strategic Outcome:	2: ACCESSIBILITY AND MOBILITY
Strategic Objective:	2.2 Trail and transit users move safely, quickly and efficiently
Presented By:	Dan Blankenship, Chief Executive Officer
Recommendation:	Please approve the 7-Party MOU and authorize the RFTA Chairman to execute it.
Executive Summary:	<ol style="list-style-type: none"> 1. The provision of Garfield County Senior Programs, including congregate meal/nutrition services and Traveler transportation services is a cooperative effort involving 7 governmental entities as follows: Garfield County, City of Rifle, Town of Carbondale, City of Glenwood Springs, Town of New Castle, Town of Silt, and RFTA. 2. The parties set forth the terms and conditions of their cooperative provision, administration, and funding of the Senior Programs for senior citizens in Garfield County pursuant to a 7-Party MOU, which explains who is responsible for various aspects of Senior Programs. RFTA is designated the provider of the Traveler transportation services, which it provides pursuant to a separate IGA with Garfield County (see Agenda Item 5.A., above). 3. Each year, the actual financial contributions of the 7-Party IGA participants, which help to support the Senior Programs, are established by the terms of the 7-Party MOU. The MOU sets forth the level of services to be provided in each community and the methodology for determining the financial contributions of the 7-Party MOU's participants. 4. Staff recommends that the RFTA Board of Directors approve the Amended – 7-Party Memorandum of Understanding (MOU) Regarding Garfield County Senior Programs for 2020 and authorize the RFTA Chairman to execute it.
Policy Implications:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	The total estimated budget for the Traveler in 2020 is \$665,433. RFTA will be reimbursed by Garfield County for its documented expenses connected with providing the Traveler transportation service in 2020, up to \$494,017. The City of Glenwood Springs will also contribute \$30,000 to RFTA to defray costs related to the ADA Complementary Paratransit Service that it receives from the Traveler. In addition to these amounts, RFTA is contributing \$141,416 towards the Traveler’s expenses in 2020 to defray the prorated cost allocated to its members (Glenwood Springs, Carbondale, and New Castle) by the County’s cost allocation methodology. However, RFTA anticipates receiving a \$40,000 administrative fee payment for providing the service that will reduce its net contribution to the Traveler to approximately \$101,416.
Attachments:	Yes, please see “FINAL 7-Party MOU 2020 Amended.pdf” included in the September 2020 RFTA Board Meeting Portfolio.pdf attached to e-mail transmitting RFTA Board Agenda packet.

RFTA BOARD OF DIRECTORS MEETING
“CONSENT” AGENDA SUMMARY ITEM # 5. C.

Meeting Date:	September 10, 2020
Subject:	Resolution 2020-19: Authorizing the Acquisition of Certain Parcels and or Interests In Real Property, Through Good Faith Negotiations, or, if Unsuccessful, Through Eminent Domain Proceedings, for the Construction of Mass Transit and Related Facilities And Improvements
Strategic Outcome:	Accessibility & Mobility
Strategic Objective:	2.5: Ensure accessibility for youth, low income, seniors, and disabled populations
Presented By:	Kurt Ravenschlag, Chief Operating Officer
Recommendation:	Please approve Resolution 2020-19.
Executive Summary:	<ol style="list-style-type: none"> 1. In partnership with the City of Glenwood Springs, the Mobility Options for a Vibrant Economy (MOVE) Study is advancing. The Destination 2040 Plan approved by voters in November 2018 targeted RFTA funding for several capital projects within Glenwood Springs. These projects included grade-separated pedestrian crossings at 27th Street and Highway 82, expanded parking for transit users in the vicinity of the 27th Street BRT station, and a downtown BRT station. 2. Although planning for these facilities, in most cases, is still in the conceptual stages, it may become necessary to acquire property and easements in order to construct them. 3. Because RFTA wants to leave the door open for Federal grant funding for these projects, when it acquires property it is obligated to follow the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Pub. Law 01-646: 42 U.S.C 4601, et seq.). 4. Resolution 2020-19 authorizes the CEO to enter into good-faith negotiations with landowners for any property RFTA requires for its projects. 5. In the event, compensation for the property cannot be agreed upon, Resolution 2020-19 authorizes legal counsel for RFTA to institute and prosecute to conclusion such proceedings as are available under Article 1 of Title 38, Colorado Revised Statutes, through the exercise of the power of eminent domain. 6. In the event that acquisition by eminent domain is commenced, RFTA’s legal counsel is further authorized to request immediate possession of the subject parcel in furtherance of the purpose of the Resolution.
Policy Implications:	Board Management Limitations’ Policy 2.3 states, “The CEO shall not acquire, encumber or dispose of real property.”
Fiscal Implications:	RFTA will retain the service of a right-of-way acquisition consult to ensure adherence to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Pub. Law 01-646: 42 U.S.C 4601, et seq.).
Attachments:	Yes, please see Resolution 2020-19, attached below.

Moved adoption of the following Resolution: _____

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY RESOLUTION NO. 2020-19**

**A RESOLUTION OF BOARD OF DIRECTORS OF THE ROARING FORK TRANSPORTATION AUTHORITY,
AUTHORIZING THE ACQUISITION OF CERTAIN PARCELS AND OR INTERESTS IN REAL PROPERTY,
THROUGH GOOD FAITH NEGOTIATIONS, OR, IF UNSUCCESSFUL, THROUGH EMINENT DOMAIN
PROCEEDINGS, FOR THE CONSTRUCTION OF PARKING FACILITIES, TRANSIT STATIONS AND
RELATED FACILITIES AND IMPROVEMENTS**

WHEREAS, the Roaring Fork Transportation Authority ("RFTA") has determined that it is necessary to the public health, safety and welfare to obtain certain interests in real property, including but not limited to Parcel 1, as more particularly described in attached Exhibit (the "Subject Parcel"), for the construction of parking facilities, bus stations and related facilities and improvements within the RFTA jurisdiction of the State Highway 82 corridor; and

WHEREAS, RFTA will make an earnest good faith offer of purchase for the Subject Parcel, including such efforts to acquire the same as may be required by law to be made, prior to the initiation of eminent domain proceedings; and

WHEREAS, a public purpose and public use exists to acquire the Subject Parcel in order to serve the public transportation needs of the citizens of the Roaring Fork Valley, through the construction of parking facilities, bus stations and related facilities and improvements; and

WHEREAS, RFTA may receive funding from the Federal Transit Administration ("FTA") or other federal agencies for construction parking facilities, bus stations and related facilities and improvements in order to benefit the general public; and

WHEREAS, the Federal Transportation Administration requires local transit agencies to follow the Uniform Relocation Assistance and Real Property Policies Act of 1970, as amended; and

WHEREAS, RFTA is authorized by Sec. 43-4-604(1)(a)(IV) to acquire property through its power of eminent domain in accordance with Section 38-1-101 et seq., C.R.S.; and

WHEREAS, the RFTA Board of Directors finds that if acquisition by eminent domain of the Parcel, described in this Resolution is commenced, immediate possession by RFTA will be necessary for the public health, safety and welfare, due to construction deadlines for the Project.

NOW, THEREFORE, BE IT RESOLVED, by the RFTA Board of Directors, as follows:

1. That the RFTA Board of Directors hereby finds and determines that the Subject Parcel described in Exhibit 1, is needed and required for public use and public purposes.
2. That the RFTA Board of Directors hereby designates and authorizes the Chief Executive Officer ("CEO") to establish the minimum and maximum just compensation to be offered to acquire the Subject Parcel.
3. That the RFTA Board of Directors hereby designates and authorizes the CEO (or his designee) to conduct for and on behalf of RFTA, and in cooperation with a professional consultant; good

faith negotiations for the acquisition of the Subject Parcel identified herein including such efforts to acquire the same as may be required by law to be made, on the basis of the appraised values, or such higher amounts as may seem just and reasonable to facilitate such acquisition without the necessity of instituting eminent domain proceedings. The CEO is further authorized to cause the Subject Parcels and Easements to be acquired consistent with applicable Colorado and federal law, including the execution of all documents necessary to complete such acquisitions.

4. That if compensation to be paid for the Subject Parcel cannot be agreed upon by the parties interested, or in case the owner or owners of said property are incapable of consenting, or his or their names or residences are unknown, then legal counsel for RFTA is hereby authorized and empowered to institute and prosecute to conclusion such proceedings as are available under Article 1 of Title 38, Colorado Revised Statutes, through the exercise of the power of eminent domain. In the event that acquisition by eminent domain is commenced, RFTA's legal counsel is further authorized to request immediate possession of the Subject Parcel in furtherance of the purpose of this Resolution.

5. That the CEO is further authorized to incur reasonable costs associated with acquiring the Subject Parcel including, without limitation, fees to professionals consultants as established under such consultants' contract with RFTA, the cost of title examination, title insurance, appraisal fees and/or payments mandated by statute, normal closing costs, filing and recording fees and charges, and all other related or incidental costs or expenses customarily associated with the acquisition or condemnation of property. The costs shall be charged to the dedicated property acquisition account.

6. The Director of Facilities and Project Manager through the CEO, is hereby authorized to make such reasonable and necessary amendments to the legal description of the Parcel to be acquired, and to the scope, nature or extent of the interests to be acquired, as deemed necessary in the course of construction. In addition, the Director of Facilities Project Manager through the CEO, is hereby authorized to add or delete parcels and easements which may be identified in the future to be necessary or necessary for the construction of the Project,

7. That the RFTA Board of Directors hereby finds and determines that funding has been appropriated and is available for use for the acquisition of the Subject Parcel, together with the reasonable costs associated with said acquisition as set forth above.

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held September 10, 2020.

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

By: _____
Art Riddile, Chair

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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 10, 2020 , ; (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 as of September 8, 2005, 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 10 day of September 2020

Nichole Schoon, Secretary to the Board of Directors

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

Meeting Date:	September 10, 2020																																																										
Agenda Item:	Resolution 2020-20: 2020 Supplemental Budget Appropriation																																																										
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:	Adopt Supplemental Budget Appropriation Resolution 2020-20																																																										
Core Issues:	<p>As part of on-going review, staff has identified the items described below requiring budget adjustments and additional appropriations.</p> <p>General Fund:</p> <p>1. Bus Acquisitions: The original 2020 budget includes 5 expansion buses and 10 replacement buses which were both assumed to be purchased using lease proceeds of approximately \$8.3 million through separate capital lease/purchase agreements. The 5 expansion buses are anticipated to be delivered around the end of November 2020 and the 10 replacement buses are anticipated to be delivered around mid-March of 2021. Since the budget was adopted, staff has secured three capital grants (FY20 5339(b) for \$1.76 million, FY21 CCCP FASTER for \$440,000, and FY21 CCCP FTA 5339 Rural for \$1.76 million) to cover 9 of the 10 replacement buses at 80% or approximately \$3.96 million with RFTA providing the 20% local match of approximately \$992,000. Staff will plan to purchase the 10th bus using lease proceeds through a capital lease/purchase arrangement and will consider either including it with the 5 expansion buses mentioned above or having a separate lease/purchase.</p> <table border="1" data-bbox="604 1266 1318 1717"> <thead> <tr> <th colspan="4">5 Expansion Buses</th> </tr> <tr> <th rowspan="2">Description</th> <th>2020 Budget</th> <th>Sept Reso 2020-21</th> <th>Total 2020</th> </tr> <tr> <th>General Fund</th> <th>General Fund</th> <th>Adjusted Budget</th> </tr> </thead> <tbody> <tr> <td>1 Capital Outlay</td> <td>\$ 2,775,000</td> <td>\$ (22,955)</td> <td>\$ 2,752,045</td> </tr> <tr> <td>2 Lease Proceeds</td> <td>\$ 2,775,000</td> <td>\$ (22,955)</td> <td>\$ 2,752,045</td> </tr> <tr> <td>3 Debt Service</td> <td>\$ 23,800</td> <td>\$ 6,200</td> <td>\$ 30,000</td> </tr> <tr> <th colspan="4">10 Replacement Buses</th> </tr> <tr> <th rowspan="2">Description</th> <th>2020 Budget</th> <th>Sept Reso 2020-21</th> <th>Total 2020</th> </tr> <tr> <th>General Fund</th> <th>General Fund</th> <th>Adjusted Budget</th> </tr> <tr> <td>4 Capital Outlay</td> <td>\$ 5,550,000</td> <td>\$ (45,910)</td> <td>\$ 5,504,090</td> </tr> <tr> <td>5 Lease Proceeds</td> <td>\$ 5,550,000</td> <td>\$ (4,999,591)</td> <td>\$ 550,409</td> </tr> <tr> <td>6 Grant Revenues</td> <td>\$ -</td> <td>\$ 3,961,309</td> <td>\$ 3,961,309</td> </tr> <tr> <td>7 RFTA Share</td> <td>\$ -</td> <td>\$ 992,372</td> <td>\$ 992,372</td> </tr> <tr> <td>8 Total Funding</td> <td>\$ 5,550,000</td> <td>\$ (45,910)</td> <td>\$ 5,504,090</td> </tr> <tr> <td>9 Debt Service</td> <td>\$ 47,700</td> <td>\$ (47,700)</td> <td>\$ -</td> </tr> </tbody> </table> <p>Staff requests the following adjustments to the budget:</p> <ol style="list-style-type: none"> \$3,961,309 increase in Grant Revenue \$5,022,546 decrease in Other Financing Sources \$68,865 decrease in Capital Outlay \$41,500 decrease in Debt Service 	5 Expansion Buses				Description	2020 Budget	Sept Reso 2020-21	Total 2020	General Fund	General Fund	Adjusted Budget	1 Capital Outlay	\$ 2,775,000	\$ (22,955)	\$ 2,752,045	2 Lease Proceeds	\$ 2,775,000	\$ (22,955)	\$ 2,752,045	3 Debt Service	\$ 23,800	\$ 6,200	\$ 30,000	10 Replacement Buses				Description	2020 Budget	Sept Reso 2020-21	Total 2020	General Fund	General Fund	Adjusted Budget	4 Capital Outlay	\$ 5,550,000	\$ (45,910)	\$ 5,504,090	5 Lease Proceeds	\$ 5,550,000	\$ (4,999,591)	\$ 550,409	6 Grant Revenues	\$ -	\$ 3,961,309	\$ 3,961,309	7 RFTA Share	\$ -	\$ 992,372	\$ 992,372	8 Total Funding	\$ 5,550,000	\$ (45,910)	\$ 5,504,090	9 Debt Service	\$ 47,700	\$ (47,700)	\$ -
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	<p>2. Driver Protective Barriers: As part of RFTA’s COVID-19 emergency response plan, RFTA initially installed temporary sneeze-guards on its buses as a safety measure to help protect bus operators from the virus potentially transmitted by passengers getting on and off buses, and to enable the reinstatement of regional fares. Since then, in preparation for the upcoming winter high season and the ongoing threat of the virus, staff has researched and identified a more permanent Plexiglas barrier solution. The estimated cost to outfit 135 of RFTA’s revenue vehicles, including 10 Cutaway Vans, 7 Traveler Vans, 31 MCI buses, 30 New Flyer buses, and 57 Gillig buses is approximately \$320,000 or an average of \$2,730/unit. Staff requests the following appropriation:</p> <p>a. \$320,000 increase in Capital Outlay</p> <p>3. Employee Housing: In preparation for the upcoming winter high season, additional employee housing is needed in order to accommodate the projected seasonal workforce. To assist with our current recruitment efforts, staff has identified an additional 15 units at the Marolt Ranch Seasonal Housing in Aspen to lease. The leases would cover a 6-month period starting on November 1st through the end of April. The monthly cost per unit is \$1,250 or approximately \$112,500 for 15 units over 6 months. RFTA can cancel the lease before November 1 and pay a \$200 cancellation fee per unit. The proposed monthly rent that RFTA would charge its employees for each unit is \$950, which would translate to roughly \$71,250 of estimated rental income assuming an occupancy rate of 83.3%. Based on these assumptions, the estimated net cost to RFTA would be approximately \$41,250. Staff requests the following appropriation:</p> <p>a. \$71,250 increase in Other Income</p> <p>b. \$112,500 increase in Transit</p>				
Policy Implications:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”				
Fiscal Implications:	<p>Net increase (decrease) to 2020 fund balance by fund:</p> <table border="1" data-bbox="703 1272 1227 1352"> <tr> <td>General Fund</td> <td>\$ (1,312,122)</td> </tr> <tr> <td>Total</td> <td>\$ (1,312,122)</td> </tr> </table>	General Fund	\$ (1,312,122)	Total	\$ (1,312,122)
General Fund	\$ (1,312,122)				
Total	\$ (1,312,122)				
Attachments:	Yes, please see Resolution 2020-20, attached below.				

Director _____ moved adoption of the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2020-20
2020 SUPPLEMENTAL BUDGET RESOLUTION**

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

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

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

WHEREAS, certain revenues will become available and additional expenditures have become necessary that were not anticipated during the preparation of the 2020 budget; and

WHEREAS, upon due and proper notice, published in accordance with the state budget law, said supplemental budget was open for inspection by the public at a designated place, a public hearing was held on September 10, 2020 and interested taxpayers were given an opportunity to file or register any objections to said supplemental budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Roaring Fork Transportation Authority that the following adjustments will be made to the 2020 budget as summarized herein:

General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Grants	\$3,961,309	Capital grant funding for 9 replacement buses
Other Financing Sources	(5,022,546)	Reduce estimated lease proceeds due to awarded capital grants
Other income	71,250	Rental income for 15 units at Marolt for additional employee housing
Total Revenue & OFS	\$(989,987)	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$25,626,649	-	\$25,626,649
Property tax	10,996,000	-	10,996,000
Grants	7,482,763	\$3,961,309	11,444,072
Fares	5,470,200	-	5,470,200
Other govt contributions	1,851,136	-	1,851,136
Other income	906,600	71,250	977,850
Other financing sources	8,325,000	(5,022,546)	3,302,454
Total	\$60,658,348	\$(989,987)	\$59,668,361

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Transit	\$112,500	Rental expenditures for 15 units at Marolt Ranch Seasonal Housing
Capital	320,000	Driver protective barriers for 135 Revenue Vehicles
Capital	(68,865)	True down for update pricing of 15 buses
Debt service	(41,500)	Reduce estimated payment on bus lease/purchase
Total Expenditures & OFU	\$322,135	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$1,092,661	-	\$1,092,661
Transit	28,979,566	\$112,500	29,092,066
Trails & Corridor Mgmt	612,133	-	612,133
Capital	24,259,783	\$251,135	24,510,918
Debt service	1,569,123	\$(41,500)	1,527,623
Other financing uses	3,179,564	-	3,179,564
Total	\$59,692,830	\$322,135	\$60,014,965

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

Revenues and other financing sources	\$ (989,987)
Less Expenditures and other financing uses	(322,135)
Net increase (decrease) in fund balance	\$ (1,312,122)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$34,430,736*
2019-28 & 2019-29	\$34,430,736	\$6,639,095	41,069,831
2020-03	41,069,831	1,155,000	42,224,831
2020-07	42,224,831	(2,134,843)	40,089,988
2020-10	40,089,988	(280,000)	39,809,988
2020-12	39,809,988	(2,980,013)	36,829,975
2020-14	36,829,975	(130,000)	36,699,975
2020-15	36,699,975	(219,471)	36,480,504
2020-18	36,480,504	(1,084,250)	35,396,254
2020-21	35,396,254	(1,312,122)	34,084,132
Total Net Change		\$(346,604)	

* Audited

That the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2020 budget of the Roaring Fork Transportation Authority, and be a part of the public records of the Roaring Fork Transportation Authority.

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

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 10th day of September 2020.

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

By: _____
Art Riddile, 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 10, 2020 (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 10th day of September, 2020.

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

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

Meeting Date:	September 10, 2020
Subject:	Integrated Mobility System (IMS), Phase 1 Study - Report Out
Strategic Outcome:	Accessibility and Mobility, RFTA will provide accessible, effective and easy to use mobility options that connect our region for all user types.
Strategic Objective:	2.2 Trail and transit users move safely, quickly and efficiently
Presented By:	David Pesnichak, EOTC Regional Transportation Administrator Ann Bowers, Fehr and Peers
Staff Recommends:	Information Only
Executive Summary:	<p>This presentation is intended to be for information only. No action is requested at this time from the RFTA Board or any of the members of the EOTC.</p> <p>The purpose of this presentation is to report out the results from Phase 1 of the Integrated Mobility System (IMS) study, which was jointly funded in 2020 by the EOTC and RFTA.</p> <p>This Phase 1 Study is the next step in the development of the IMS, which was created by the 31-member Community Forum Task Force on Transportation and Mobility that met between June 2016 and August 2017. This Task Force concluded with a report in 2017 called the Upper Valley Mobility Report that was unanimously adopted by the Task Force members. The Upper Valley Mobility Report outlined the IMS.</p>
Background/ Discussion:	<p>In 2020, RFTA and the EOTC jointly funded a Phase 1 high-level effectiveness analysis of the IMS.</p> <p>The 5 tenants of the IMS are: Phased BRT Enhancements, Ride Sharing, Congestion Reduction Measures (e.g. dynamic road and parking pricing), HOV Lane Enforcement, and Ride Hailing.</p> <p>The Phase 1 IMS analysis focuses on 1) refinement of the existing strategies outlined in the IMS for modeling purposes, 2) high-level effectiveness of the IMS to develop a general picture of the potential reduction in vehicle miles traveled, reduced greenhouse gas emissions, and reduced single occupant vehicle travel, and 3) development of a recommended implementation framework.</p> <p>In 2021, Phase 2 of the analysis (not yet fully funded) is anticipated to: 1) complete a more detailed greenhouse gas and travel analysis identifying which trips are most likely to be affected, 2) develop performance measures and evaluation framework, 3) develop an equity impact analysis, and 4) look at potential impacts from autonomous vehicles.</p> <p>The attached memo from the EOTC Regional Transportation Administrator and reports from Fehr and Peers more fully describe the background and the results of this Phase 1 study.</p>

Governance Policy:	Board Job Products policy, 4.2.4 states, "The Board may take positions on transportation matters, including local, state, or federal issues that affect the organization's regional goals and the organization's ability to achieve its Ends."
Fiscal Implications:	None
Attachments:	Yes, please see "IMS Phase 1 Report Out Packet – RFTA 9-10-2020," included in the July 2020 Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda packet.

**RFTA BOARD OF DIRECTORS MEETING
“DISCUSSION/DIRECTION” AGENDA SUMMARY ITEM. # 7. B.**

Meeting Date:	September 10, 2020
Subject:	RFTA Service Planning Issues Related to the Outbreak of Coronavirus (COVID-19)
Strategic Outcome:	1. RFTA will ensure the safety of its workforce, customers and general public through its safety first culture, systematic procedures, practices, and policies for managing risks and hazards.
Strategic Objective:	1.1 Customers are safe at RFTA facilities and riding RFTA services 1.3 Maintain and promote a healthy and safe workforce 1.4 The general public has a positive perception of the safety of RFTA services 1.5 Staff are well trained and safety focused
Presented By:	Dan Blankenship, CEO Paul Taddune, General Counsel Michael Yang, CFAO Kurt Ravenschlag, COO
Staff Recommends:	This is intended to be an FYI for the RFTA Board of Directors and an opportunity for the Board to provide any addition direction to staff.

1. **RFTA’s COVID-19 Emergency Response Plan and Attendance:** RFTA’s Emergency Response Plan is relatively consistent with Pandemic plans throughout the transit industry, and has three primary goals: 1) protection of the public; 2) protection of employees; and 3) continuity of operations. The plan is designed to enable RFTA to continue operating even though employees may become ill, because public transportation is considered an essential service for those who rely upon it.

As of Friday, September 4, RFTA’s Attendance Record reflected zero COVID-19 related absences.

Executive Summary:

Date:		9/4/2020													
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
Employee	Department	Estimated Date of Return to Work	Notes or Comments	Symptoms Positive COVID Test Isolating	Symptoms Pending COVID Test Results Quarantining	Symptoms Not Tested Quarantining	Possibly Exposed No Symptoms Quarantining	Subtotal EE's Out COVID Related	Symptoms Tested Negative Quarantining	High Risk Category Quarantining	Other than COVID-19	Total Employees Out	% of Total 320 EE's Out		
Totals	N/A	N/A	N/A	0	0	0	0	0	0	10	6	17	5%		

Note: Out of an abundance of caution, RFTA directs its employees to remain home if they are experiencing any possible symptoms of COVID-19. On March 23, 2020, RFTA had 38 employees out of work who were either experiencing COVID-19 like symptoms or who may have been exposed to someone else who was experiencing symptoms.

RFTA staff members are coordinating with Public Health officials from Pitkin County and Garfield County.

Pitkin County: In the upper Roaring Fork Valley, a working group has been formed to plan for the winter season. The group includes representatives from Pitkin County Public Health, Pitkin County, the City of Aspen, the Town of Snowmass Village, Aspen Skiing Company and RFTA. Because public transit will play a major role in terms of transporting commuters and

tourists during the Winter season, and passenger capacity due to social distancing is a significant constraint, RFTA has developed and is vetting with public health officials that it believes will allow for greater seating capacity on RFTA buses, as follows:

Introduction

The purpose of this policy is to provide guidance to RFTA staff and to be communicated to the general public regarding COVID-19 safety policies related to the operation and use of the RFTA transit system. This policy update is based on research of other transit operators throughout the region and the nation. COVID-19 policies will be updated as conditions and new information becomes available to management.

Executive Summary

With the combination of enhanced disinfecting requirements as well as requirements for all persons operating or using the service to wear face coverings, RFTA has adopted an updated passenger capacity policy.

The activities and operational characteristics included in this policy update:

- One-way trips* with a scheduled duration less than or equal to 15 minutes will carry 75% seating capacity or less, depending on configuration. Maintain 6' between driver and passengers. Maintain distance allowed by seating layout between passengers:
 - 40' transit buses will carry 27 passengers
 - 35' transit buses will carry 24 passengers
 - Cutaway transit vans will carry 10 passengers
- One-way trips* with a scheduled duration greater than 15 minutes will carry 50% seating capacity or less, depending on configuration. Maintain 6' between driver and passengers. Maintain distance of 3' or more between passengers.
 - 45' over-the-road coaches will carry 24 passengers
 - 40' transit buses will carry 18 passengers
 - 35' transit buses will carry 16 passengers
 - Cutaway transit vans will carry 6 passengers
- Where possible, passenger traffic flow is one-directional with passengers boarding in the front and alighting in the rear,
- Buses deemed to be at capacity by the bus operator or operations management personnel will not allow passengers to enter the bus. Buses at capacity may not stop until passenger load has dropped below capacity,
- Face coverings and hand sanitizer available on all buses,
- Enhanced cleaning program including disinfecting of all buses after it has been in service,
- Enhanced cleaning program including disinfecting of all closed facilities where there are passenger interactions,
- Face-covering requirements at public facilities such as bus stops where social distancing is not practical,
- Provision of physical partitions or visual cues to maintain these distances,
- Clear signage with instructions in English and Spanish,
- Physical partitions installed between drivers and passengers.

**For purposes of this policy, "one-way trip" refers to a departure from a start-of-line to either the end-of-line if bi-directional service, or a turn-around point for loop or inbound/outbound routes.*

Sub-15 minute routes include:

- **Hunter Creek**

- Cemetery Lane
- Crosstown Shuttle
- Galena Street Shuttle
- Mountain Valley (non-interlined)
- Burlingame (non-interlined)
- Buttermilk Ski
- Highlands Ski
- Highlands Direct
- V61 (BCPR<->SM Mall/BV)
- V62 (BCPR<->SM Mall/BV)

Garfield County: Based on recent conversations, RFTA will notify Garfield County Public Health officials whenever it has 2 or more employees who are experiencing COVID-19-like symptoms or who have possibly been exposed to someone who is. Garfield County Public Health officials will assist with contact tracing and monitoring the status of these employees, as well as recommending any actions that RFTA should take to safeguard its workforce.

2. **American Public Transportation Association (APTA) National Transit Recovery Commitment Program:** RFTA has joined APTA's National Transit Recovery Commitment Program, which is intended to instill confidence in employees and the public that RFTA is adhering to industry standards with respect to its COVID-19 health and safety protocols (see below). APTA is providing participants with a communications' toolkit as well as a Health and Safety Seal of Commitment that can be displayed on the RFTA website (see below)



**NATIONAL TRANSIT RECOVERY
COMMITMENT PROGRAM**

The health and safety of transit passengers and employees is the most important priority for public transportation agencies. The coronavirus pandemic and its impact on our industry have underscored this principle and challenged us to develop innovative solutions. As the work continues to mitigate the spread of COVID-19, our industry will speak with a single voice about its commitment to transit users.

The APTA National Transit Recovery Commitment Program is designed to help public transit agencies put in place their own, individualized policies and practices that transit users have told us they want and expect. The Program defines four core categories of responsibilities – for every transit agency and for their passengers – making this a true partnership for health and safety.

By agreeing to participate in the Program, my agency pledges to address the following areas:

For Our Agency:	For Our Passengers
Follow policies and practices based on official guidance from public health experts and agencies.	Help riders of diverse ages, needs, and abilities to feel safe by following official guidance from public health experts and agencies, and transit agency rules.
Keep transit vehicles clean, disinfected, and maintained daily using EPA-approved disinfectants and accepted industry practices.	Ask riders to wear face coverings, use hand sanitizer or disinfecting wipes, and minimize touching common surfaces wherever possible.
Communicate timely information about changes in service, and high-density routes and vehicles.	Help riders practice physical distancing with other passengers and operators, and make informed choices based on timely information.
Require transit personnel to use face coverings and PPE, and to take leave at the sign of illness or possible exposure to the coronavirus.	Request that passengers assess their own health before using transit and to avoid transit if ill or possibly exposed to the coronavirus.

Additionally, we agree to stay current with changes to these commitments as guidance and science regarding the pandemic continue to evolve.

Dan Blankenship
 Chief Executive Officer
 Roaring Fork Transportation Authority
 Aspen/Glenwood Springs, Colorado

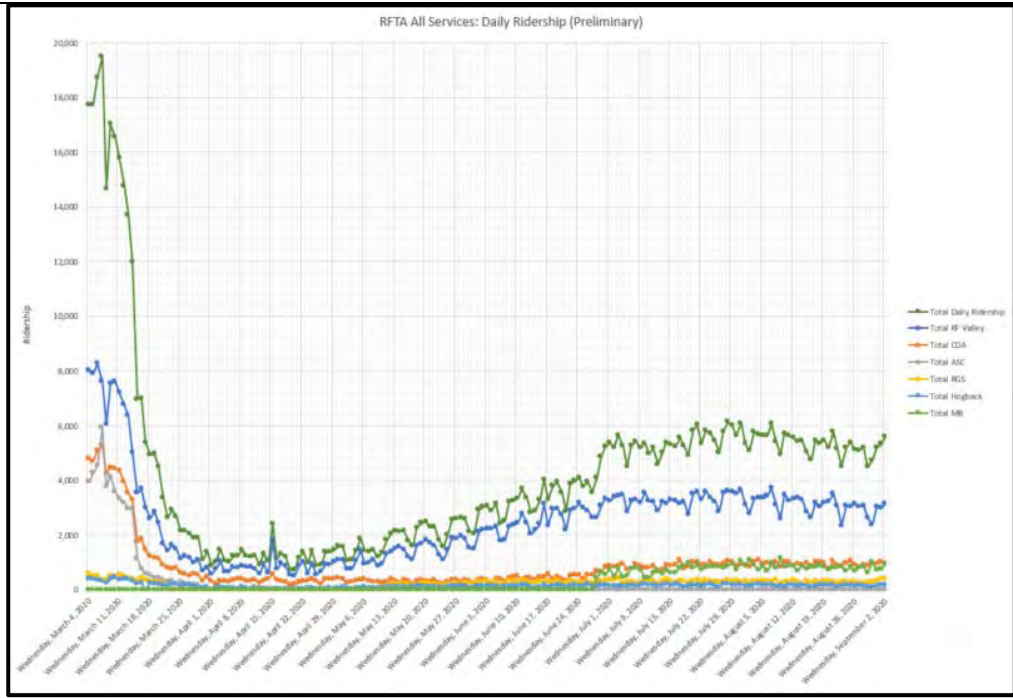


3. **Current RFTA Service Level:** (No Change) Phase 5 represents approximately a 50% increase in the number of daily bus trips compared to Phase 4.

RFTA Comparison of Daily Bus Trips by Phase						
A.		B.	C.	D.	E.	
Services Provided by RFTA		Phase 4 # Trips	Phase 5 # Trips	# Variance Phase 5 to Phase 4	% Variance Phase 5 to Phase 4	
1	Valley Local	71	75	4	6%	1
2	BRT	54	106	52	96%	2
3	Hogback	14	20	6	43%	3
4	Brush Creek To Snowmass	18	36	18	100%	4
5	Subtotal Regional Services	157	237	80	51%	5
6	Ride Glenwood	22	22	0	0%	6
7	City of Aspen	206	305	99	48%	7
8	Total	363	542	179	49%	8

4. **Phase 5 Ridership is Flattening:** As the chart below indicates, from June 28 through September 2, Phase 5 average daily Hwy 82/TOSV/BRT & Local Service ridership has increased by approximately 150% compared to the average daily ridership for the 79 days of Phase 4. The Hogback commuter bus service has increased by 107%, City of Aspen ridership has increased by 234%, and the Ride Glenwood service has increased by 100% during this period. The line graph below indicates ridership has flattened.

RFTA Average Daily Ridership Comparison Phase 5 to Phase 4				
Route	Phase 4 Average	Phase 5 Average	# Vari	% Vari
RF Valley/BRT/Local/TOSV	1,275	3,184	1,909	150%
Hogback	76	157	81	107%
City of Aspen	232	774	542	234%
Ride Glenwood	151	302	151	100%
Total	1,734	4,417	2,683	155%



5. **RFTA Regional Backup Bus Utilization Report:** Phase 5 was initiated on Sunday, June 28. As was reflected in the chart in number 4 above, average daily Roaring Fork Valley ridership has increased 150% compared with Phase 4. As a result, the average number of bus trips each day that must be backed up to keep passenger loads from exceeding 15, is now slightly higher than the average daily number from Phase 4 (see Line 4 on the chart below). However, because the number of scheduled Roaring Fork Valley bus trips per day increased by 51% in Phase 5 (see chart in number 3 above), RFTA does not have as much backup capability as it had in Phase 4. Consequently, passengers are being left at bus stops approximately 3 times more frequently in Phase 5 than they were during Phase 4 (see Lines 8 and 9 on the chart below).

RFTA Regional Backup Bus Utilization Report - 8/31/20					
	A	B	C	D	E
	Category	Phase 4	Phase 5	# Increase P5 - P4	% Increase P5 - P4
1	Total daily trips	157	237	80	51%
2	Trips with 10-15 passengers	28	46	18	64%
3	Percent trips with 10-15 passengers	18%	19%	0.01	6%
4	Number of trips needing backup buses	40	43	3	8%
5	Percent trips needing backup buses	26%	18%	(0.08)	-31%
6	Trips with more than 15 passengers	0	0.25	0.25	N/A
7	Percent trips with more than 15	0.00%	0.10%	0.00	N/A
8	Times passengers left behind	1	3	2	200%
9	# of Passengers left behind	3	8	5	167%

6. **Fall Staffing Levels:** On September 7, RFTA will transition into its Fall service Plan. When it does, it is projected that RFTA will be 15 Bus Operators short of the ideal number of 169 (Column C, Line 7 on the chart below), which would provide a 125% readiness ratio and a

comfortable cushion to allow for Bus Operator vacations, illnesses, and other absences. However, RFTA is forecasted to have 154 Bus Operators available, which is sufficient for a 114% readiness ratio. This number should be adequate, barring any unforeseen circumstances that would reduce staffing levels below 114%, in which case RFTA would need to fill available shifts by paying overtime.

	A	B	C	D
	Description	Phase 5 Service Increase Plan(6/28)	Fall Service Plan	Winter Service Plan
1	Estimated Bus Operator FTE's* on Staff	155	153	153
2	Estimated Seasonal and Part-Time Bus Operators on Staff	7	5	0
3	Total FTE's, Seasonal and Part-Time Bus Operators on Staff	162	158	153
4	Estimated number of Bus Operators Unavailable due to COVID/Other	-6	-4	-4
5	Total Estimated Bus Operators Available To Work	156	154	149
6	Total Estimated Active Bus Operators Required for Scheduling per Week for 125%	166	169	225
7	Estimated Excess/(Shortfall) of Bus Operators Available per Week for 125%**	-10	-15	-76
8	Total Estimated Active Bus Operators Required for Scheduling per Week for 114%	151	154	206
9	Estimated Excess/(Shortfall) of Bus Operators Available per Week for 114%**	5	0	-57

Winter Season Service Plan and Staffing Needs: As Column D, Line 5, in the chart above indicates, RFTA would need 225 bus operators in order to have a 125% readiness ratio, and 206 Bus Operators to have a 114% readiness ratio for the winter season. Although possible, RFTA faces a daunting challenge to recruit and train approximately 57 additional Bus Operators required for the winter season plan (Column D, Line 9). As a fallback position, RFTA is also seeking proposals from 3rd party contractors to supply commercial bus operators and skilled mechanics. Proposals are due September 16.

7. **Bus Availability:** RFTA is moving forward with the installation of manufactured Plexiglas barriers for driver compartments of all of its buses and vans. The estimated cost for this equipment is approximately \$320,000, and that amount is included in Supplemental Budget Resolution 2020-20, Public Hearing Agenda Item # 6. A., above.
8. **Resumption of Fare Collection:** RFTA resumed fare collection on August 1st. In order to minimize the amount of time that passengers spend in close proximity to Bus Operators when boarding buses and presenting their fare payment, no cash is being accepted. Instead, RFTA is requiring passengers to purchase seasonal zone passes, monthly passes, and stored value cards. The number of passengers still attempting to pay with cash is gradually diminishing. Bus Operators have been advised to be tolerant of riders who have not as yet made the transition from free service to fare service. All ticket vending machines at BRT stations and Rubey Park Transit Center are now operational.
9. **Schedule Information:** The RFTA Fall Season schedules will be in effect as of Monday, September 7, 2020:

Fall Schedules:

[VELOCIRFTA BRT SCHEDULE \(SERVICES 7 DAYS A WEEK\)](#)

[ROARING FORK LOCAL VALLEY AND HOGBACK](#)

[SCHEDULE \(SERVICES 7 DAYS A WEEK\)](#)

[CARBONDALE CIRCULATOR \(SERVICES 7 DAYS A WEEK\)](#)

SNOWMASS VILLAGE TO/FROM BRUSH CREEK PARK & RIDE (SERVICES 7 DAYS A WEEK)

FALL SERVICES SCHEDULE HIGHLIGHTS:

- VelociRFTA BRT, Local Valley and Hogback services will remain the same operating services 7 days a week
- Carbondale Circulator will be back in operation serving downtown Carbondale 7 days week
- City of Aspen bus routes will remain on it’s current schedule until September 27th operating from 6:20 a.m. – 12:00 a.m.
- The Maroon Bells bus will run daily with reservation based service until October 18th
- Bike Loading hours will be from 7:00 a.m. to 6:00 p.m. daily until October 27th. After October 27th bike loading times are 7:00 a.m. to 4:30 p.m.

COVID RESTRICTIONS STILL IN PLACE:

- COVER YOUR FACE: You MUST wear a mask, bandanna, buff or other face covering on all RFTA buses at all times. Children 2 years of age or younger are not required to wear a mask.
- KEEP YOUR SPACE: Please practice social distancing while at RFTA bus stops, stations and on buses. RFTA has posted seat signage to block off seats in all buses to enable social distancing while on the bus and will still adhere to the 15 passenger bus capacity limit. If the bus fills up, RFTA will do its best to get another bus to you as soon as possible.
- DO NOT RIDE IF YOU’RE SICK: For the safety of other passengers and your bus driver, please DO NOT USE RFTA SERVICES if you’re experiencing respiratory illness (fever, cough, and shortness of breath).

10. For the latest schedule changes, the public should monitor RFTA’s website:
<https://www.rfta.com/fall/>

Governance Policy:	1.0.1. Safe Customers, Workforce, and General Public: RFTA will ensure the safety of its workforce, customers and general public through its safety first culture, systematic procedures, and practices, and policies for managing risks and hazards.
Fiscal Implications:	None, other than those included in Supplemental Budget Resolution 2020-20, above.
Attachments:	None.

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

Meeting Date:	September 10, 2020
Subject:	Maroon Bells’ Shuttle Service Update
Strategic Outcome:	Accessibility and Mobility: RFTA will provide accessible, effective and easy to use mobility options that connect our region for all user types.
Strategic Objective:	2.2 Trail and transit users move safely, quickly and efficiently. 2.7 Provide convenient connections to key activity centers in service area.
Presented By:	Dan Blankenship, CEO
Staff Recommends:	This is an update for the benefit of the RFTA Board of Directors.

Executive Summary:

1. On May 14, the RFTA Board authorized staff to move forward with planning to operate the Maroon Bells’ shuttle service this season. The authorization allowed the fare to be increased to \$15.95, but limited the subsidy on the service to approximately 10%.
2. At the June 11 meeting, staff updated the Board about the status of planning for the startup of the Maroon Bells shuttle service on June 28. Given all of the unknowns about passenger demand, and due to the need to add an additional \$1 per reservation to H2O Venture’s fee to provide a Welcome and Check-In service at Aspen Highlands Ski Resort, staff could not guarantee a subsidy for the service on no greater than 10%. In general, the Board expressed support for moving ahead with the Maroon Bells shuttle service for the coming season, recognizing that there could be unanticipated changes to costs, revenue, and the level of subsidy for the service.
3. On June 28, the Maroon Bells shuttle began operating. Overall, ridership and ticket sales have been higher than forecasted and the service has been operating smoothly. However, some additional service to support the timely egress of passengers from the Maroon Bells in the afternoon was added early in July. As reported to the Board at the July 9 meeting, the total estimated cost of the service was forecasted to increase from \$559,432 to \$666,697. Yet, due to higher than originally forecasted ticket sales, the subsidy was anticipated to be approximately \$87,282, or roughly 13% of the service cost (see Column C, Lines 9, 11, and 12 below).

	A	B	C
	Original Budget	Revised Service Plan (1)	Revised Service Plan (2)
# Description	2020 (Budget)	2020 (Est.)	2020 (Est.)
1 Year			
2 Passengers (1)	245,110	78,652	99,470
3 Miles	80,358	57,948	71,516
4 Hours	6,673	4,664	5,512
5 Total Marginal Cost	\$413,711	\$292,138	\$350,803
6 Allocated Fixed Cost	\$326,948	\$228,536	\$270,088
7 Subtotal Operating Cost	\$740,659	\$520,674	\$620,891
8 Allocated Training & Other Costs	\$55,483	\$38,758	\$45,806
9 Total Operating Cost	\$796,142	\$559,432	\$666,697
10 RFTA Fare Revenue (net)	\$697,800	\$497,474	\$579,415
11 Surplus/(Subsidy)	(\$98,342)	(\$61,958)	(\$87,282)
12 Percent Subsidy	12%	11%	13%

4. In early July, when the Revised Service Plan (2) was developed to incorporate higher costs and revenue, the shuttle had been operating less than a week. Consequently, there wasn't a significant amount of actual ticket sale and operating data available by which to make a solid forecast.
5. Recently, staff updated the forecast using actual and forecasted ticket sale revenue and actual and forecasted operating data for 66 days of the 106-day season. Ticket sales slowed for approximately 10 days because of the Grizzly Creek Fire that closed I-70, making access to Aspen challenging for tourists coming from the front-range. In addition, based on actual operating data for June and July, forecasted operating costs increased significantly.
6. The reason for the cost increase is that more backup service than was forecasted in July has actually been provided to assist with egress from the Maroon Bells in the afternoon. Significantly more passengers have been transported down from the Bells (particularly on weekends) than have been transported up to the Bells by RFTA, due to a high number of backpackers and Crested Butte day-hikers who were not accounted for in original planning. Columns E and F below, reflect the variances between the July Revised Plan (2) and the September Forecasted Plan (2). Column E, Line 9 estimates that the cost for the 106-day season will increase by approximately \$85,318 over the July Service Plan (2) cost, and the subsidy found on Line 11 will increase by \$73,627, representing 21% of operating costs, instead of the July estimate of 13% (Column C, Line 12).

Maroon Bells Shuttle Revenue and Cost Estimate							
	A	B	C	D	E	F	
#	Description	Original Budget	Revised Service Plan (1)	Revised Service Plan (2) (July)	Forecasted Service Plan (2) (September)	# Variance Forecasted Plan (2) to Revised Plan (2)	% Variance Forecasted Plan (2) to Revised Plan (2)
1	Year	2020 (Budget)	2020 (Est.)	2020 (Est.)	2020 (Est.)	2020 (Est.)	2020 (Est.)
2	Passengers	245,110	78,652	99,470	101,477	2,007	2%
3	Miles	80,358	57,948	71,516	86,097	14,581	20%
4	Hours	6,673	4,664	5,512	6,130	618	11%
5	Total Marginal Cost	\$ 413,711	\$ 292,138	\$ 350,803	\$ 402,571	\$ 51,768	15%
6	Allocated Fixed Cost	\$ 326,948	\$ 228,536	\$ 270,088	\$ 300,343	\$ 30,255	11%
7	Subtotal Operating Cost	\$ 740,659	\$ 520,674	\$ 620,891	\$ 702,914	\$ 82,023	13%
8	Allocated Training & Other Costs	\$ 55,483	\$ 38,758	\$ 45,806	\$ 49,101	\$ 3,295	7%
9	Total Operating Cost	\$ 796,142	\$ 559,432	\$ 666,697	\$ 752,015	\$ 85,318	13%
10	RFTA Fare Revenue (net)	\$ 697,800	\$ 497,474	\$ 579,415	\$ 591,105	\$ 11,690	2%
11	Surplus/(Subsidy)	(\$98,342)	(\$61,958)	(\$87,282)	(\$160,909)	(\$73,627)	84%
12	Percent Subsidy	12%	11%	13%	21%	8%	63%

5. In addition, based on the July Revised Service Plan (2) assumptions, and prior to updating the forecast in September with actual operating data, which was not available until nearly the end of August, staff made commitments to its partners to do the following:
 - A. To help reduce auto traffic to/from the Bells in October, staff agreed to extend the shuttle service from the original end date of October 11, one more week to October 18, making it a 113 day season instead of a 106 day season.

B. Staff also determined that it would be wise to provide additional capacity on Friday's, Saturday's, and Sunday's, during the peak leaf peaking season, beginning September 11 (for a total of four weekends or 12 days), which will make 255 additional seats available per day.

D. Based on this added service, Column F on the Chart below reflects the variances between the September Forecasted Service Plan (2) (Column D) and the Revised Service Plan (3) (Column E). The Revised September Service Plan (3) total Operating Cost is estimated to be approximately \$90,949 higher than it is for the Forecasted Service Plan (2) (Column F, Line 9), however an estimated \$74,684 in additional revenue (Column F, Line 10) is offsetting all but an estimated \$16,265 of the additional cost. The percent of subsidy to operating costs remains at approximately 21% compared to the September Forecasted Service Plan (Columns D & E, Line 12).

Maroon Bells Shuttle Revenue and Cost Estimate								
	A	B	C	D	E	F	G	
#	Description	Original Budget	Revised Service Plan (1)	Revised Service Plan (2) (July)	Forecasted Service Plan (2) (September)	Revised Service Plan (3) (September)	# Variance Revised Plan (3) to Forecasted Plan (2)	% Variance Revised Plan (3) to Forecasted Plan (2)
1	Year	2020 (Budget)	2020 (Est.)	2020 (Est.)	2020 (Est.)	2020 (Est.)	2020 (Est.)	2020 (Est.)
2	Passengers (1)	245,110	78,652	99,470	101,477	114,299	12,821	13%
3	Miles	80,358	57,948	71,516	86,097	96,540	10,443	12%
4	Hours	6,673	4,664	5,512	6,130	6,871	741	12%
5	Total Marginal Cost	\$ 413,711	\$ 292,138	\$ 350,803	\$ 402,571	\$ 451,291	\$ 48,720	12%
6	Allocated Fixed Cost	\$ 326,948	\$ 228,536	\$ 270,088	\$ 300,343	\$ 336,638	\$ 36,295	12%
7	Subtotal Operating Cost	\$ 740,659	\$ 520,674	\$ 620,891	\$ 702,914	\$ 787,929	\$ 85,015	12%
8	Allocated Training & Other Costs	\$ 55,483	\$ 38,758	\$ 45,806	\$ 49,101	\$ 55,035	\$ 5,934	12%
9	Total Operating Cost	\$ 796,142	\$ 559,432	\$ 666,697	\$ 752,015	\$ 842,963	\$ 90,949	12%
10	RFTA Fare Revenue (net)	\$ 697,800	\$ 497,474	\$ 579,415	\$ 591,105	\$ 665,790	\$ 74,684	13%
11	Surplus/(Subsidy)	(\$98,342)	(\$61,958)	(\$87,282)	(\$160,909)	(\$177,174)	(\$16,265)	10%
12	Percent Subsidy	12%	11%	13%	21%	21%	-0.38%	-2%

6. Given that the estimated subsidy for the Revised Service Plan (3) is only \$16,265 greater than the estimated subsidy for the Forecasted Service Plan (2), and because reservations for the additional service are already being made, staff is planning to move forward with Revised Service Plan (3).

7. Although the current estimated subsidy for the Maroon Bells Shuttle is about double the amount previously estimated, it is important to bear in mind the following:

A. Prior to the pandemic, RFTA had budgeted to incur a \$98,342 (12%) subsidy for the Maroon Bells Shuttle service (Column A, Line 11). The total budgeted Operating Cost was \$796,142 (Column A, Line 9), however, it did not take into consideration the additional cost of the reservation system that was planned to be implemented in September and it did not factor in a potential reduction in revenue due to the reduced number of seats available due to the reservation system, compared to the previous year.

B. RFTA and its partners have learned a great deal about the acceptability and effectiveness of a reservation system, and there have been relatively few complaints about the higher fare for the service. As a result:

	<ul style="list-style-type: none"> i. If more seating capacity can be provided in future years, the service has the potential of offsetting 100% of its costs and, possibly, generating surplus revenue. ii. Between the end of the season this year and the beginning of the season next year, strategies can be developed to capture fares for downhill riders (backpackers and day hikers) by requiring them to make one-way reservations, which will increase revenue. iii. With higher seating capacity, fewer backup buses should be required, lowering costs. iv. RFTA learned more about what to expect with a reservation system, and future cost and revenue estimates should be more accurate from the outset of the season.
Governance Policy:	The Board Financial Condition and Activities 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>In 2020, the Maroon Bells’ bus service had a budgeted \$796,000 fully allocated cost and \$697,000 of budgeted fare revenue (net of the Forest Service fee). Elimination of or reductions in the Maroon Bells’ shuttle service would result in reduced marginal costs; however, fixed costs would be reallocated to other RFTA services and service contracting partners, raising costs for other services. Currently, RFTA estimates that fares from the shuttle will cover all of the marginal costs and \$214,499 of the \$391,673 fixed and allocated training costs for the service.</p> <p>The current estimated cost of the Maroon Bells Shuttle for the 113-day season is \$842,963. If ticket sales continued to follow the current trend, net ticket revenue to RFTA at the end of the season would be approximately \$665,790, and the subsidy for the service would be approximately \$177,174 or 21%.</p>
Attachments:	None.

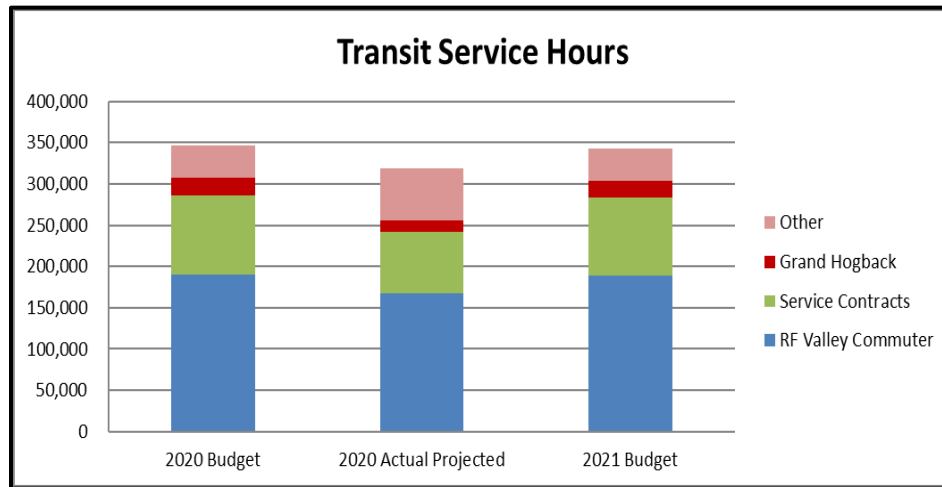
**RFTA BOARD OF DIRECTORS MEETING
“PRESENTATIONS” AGENDA SUMMARY ITEM #7. D.**

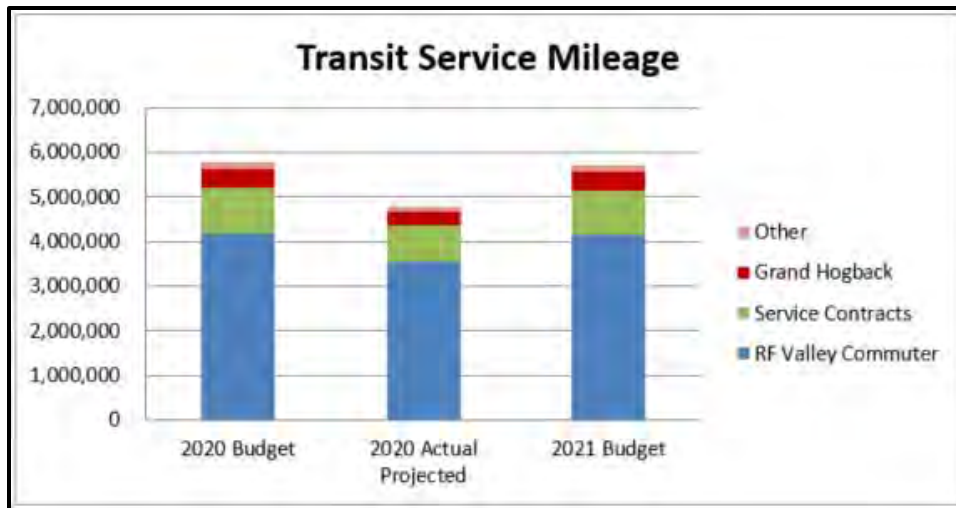
Meeting Date:	September 10, 2020
Agenda Item:	2020 1 st Draft Budget Presentation
Strategic Outcome:	Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
Recommendation:	Approve prioritization and assumptions of the 2021 Budget with revisions as the Board feels necessary
Core Issues:	<p>At the August 2020 Board meeting, staff presented the 2021 budget initiatives, assumptions and issues.</p> <p>The 1st draft of the 2021 budget has been prepared based on the approved budget initiatives and assumptions. The budget is a work-in-progress and will be refined in September through November as more actual expenditure and revenue data become available, which can affect the General Fund’s current forecast for 2020.</p> <p>The 1st draft of the budget will be 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/Department 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 projects; revenue and expenditures assumptions could affect Fund balance.
Attachments?	Yes, please see 2021 1 st Draft Budget presentation on the following pages.

2021 RFTA BUDGET – 1ST DRAFT PRESENTATION

1. Services:

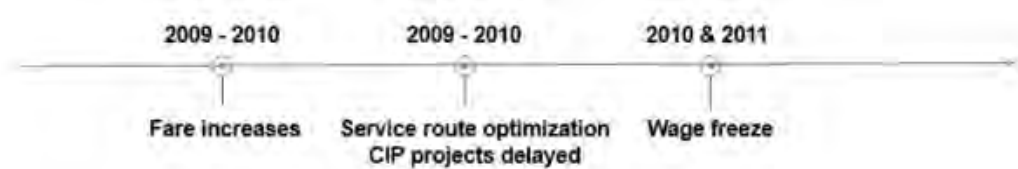
- The 1st draft of the 2021 budget assumes status quo service levels (similar to the original service plan budgeted for in 2020) with updates for seasonal changes.
 - Although the Maroon Bells Shuttle was budgeted in 2020, costs associated with the implementation of a reservation system were not budgeted. Due to COVID-19, implementation of the Maroon Bells Shuttle was delayed to June 28, at which time a reservation system was implemented. The 2021 plan assumes the reservation system will continue next summer and fall for a full season, although vehicle capacity limits are unknown at this time.
 - Planning efforts for the 2020/2021 winter season started in July and staff continues to review and develop the service plan given the unprecedented impacts and unknowns as a result of the COVID-19 pandemic and public health orders. Staff will modify the service plan as needed when more information becomes available. A Request for Proposals for third party operator services and optional vehicle maintenance support is currently underway. Additional costs related to the third party services are not reflected in the budget at this time.
- The estimated transit service hours and miles are relatively flat from the originally budgeted 2020 service plan, but higher than the projected 2020 service hours and miles, which reflects service modifications in response to the COVID-19 pandemic. Estimated service hours and miles reflect an 8% and 20% increase from the 2020 projections, respectively.





2. Challenges, Issues and Opportunities:

- The **COVID-19 pandemic** has underscored the significance of the Authority’s essential services to support the regional economy. As part of the Authority’s emergency response plan, modifications to services have been made and additional safety measures have been implemented in order to protect the health of its workforce, its riders, and community. Sales tax revenues and fare collections make up the largest revenue shortfalls in 2020 and are projected to continue in 2021. Federal stimulus funding has helped fill the revenue gaps in 2020; however, at this time, there is no indication of new funding in 2021. Without additional funding to cover the estimated shortfalls in revenue, the Authority has the ability to take actions similar to those taken during the Great Recession between 2009 and 2011.



However, while the Authority’s transit services have been and will continue to be an essential service, it is also a critical element of the region’s economic recovery. Without additional federal funds, the Authority is faced with choices that run counter to maintaining essential services and supporting the economic recovery, or constraining funds available for capital projects. In order to support the operating plan in the 1st draft budget, approximately \$5.8 million of property tax revenues are being used to fill the estimated revenue gaps, leaving approximately \$2.29 million available for capital projects, debt service on a potential 2021 bond issuance, 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 the operating budget to identify areas for potential cost reductions as needed.

Destination 2040 Funding and Uses included in General Fund:	
Description (1,000's)	2021 Draft Budget
Net Property Tax Revenues	\$ 10,459
Less: Estimated Costs for Service Enhancements	\$ (2,152)
Less: Estimated Debt Service for Capital Lease (bus)	\$ (134)
Less: Amount used to offset estimated revenue shortfalls	\$ (5,882)
Remaining Available Funds	\$ 2,291

- As the Authority’s primary funding mechanism, **Sales and Use tax** revenues can be volatile and growth can vary among our eight member jurisdictions.
 - The Authority relies on each member jurisdiction’s Finance Department’s assumptions and trend analysis for estimate preparation. Staff corresponded with each Finance Department to obtain their sales tax estimate for 2021. Of the eight jurisdictions, staff has heard back from five and made RFTA’s own assumptions for the remaining three jurisdictions until new information becomes available. The impacts of the COVID-19 pandemic upon the economy and uncertainty about the duration of its impacts are evidenced by the information received. As a result, the preliminary overall sales tax change is relatively flat over the 2020 forecast.
 - Use tax reflects a decrease of approximately 5% compared to the 2020 forecast. 2020 is the first full year of the impacts from HB19-1240 on use tax and staff will maintain a conservative approach in our use tax estimates until more data becomes available.
- With respect to **Property tax** revenues, the 2020 tax year (collected in 2021) reflects the full 2.65 mill levy and a 7.15% residential assessment rate in the 2021 budget. The next reassessment year is for the 2021 tax year, with collections in 2022. Staff corresponded with the Assessors in Pitkin, Eagle, and Garfield Counties to obtain preliminary assessed valuations. As a result, the preliminary estimate for property tax revenues is flat compared to the 2020 forecast. Staff will continue to work with the Assessors to obtain final assessed valuations within RFTA’s district.
- **Transit fuel** prices are known to be volatile. For 2020, management obtained fixed price transit diesel fuel contracts to manage the volatility normally associated with fuel prices. In October 2019, fixed price transit diesel contracts were entered into for a portion of RFTA’s 2020 needs. The estimated fuel price reflects a 5% increase in the weighted average price per gallon, which assumes estimated damages from unused fuel in 2020 due to service reductions that are spread over the 2021 fuel needs. Staff will continue to analyze the option to pay any damages in 2020 instead of spreading it into 2021. **The Taxpayer Certainty and Disaster Tax Relief Act of 2019 (Act), enacted as part of the Further Consolidated Appropriations Act, 2020, retroactively extended certain tax benefits for 2018 and 2019 through at least the end of 2020. This Act extended the alternative fuels credit through December 31, 2020 and the credit is calculated at \$0.50 per gas gallon equivalent of compressed natural gas (CNG). At this time, there is no indication of legislation extending this tax benefit to 2021. Our current CNG pricing, without any alternative fuels credit, is assumed in our budget preparations.**
- **Health care** costs continue to rise and the preliminary estimate for the increase is approximately 10%. The final estimate is anticipated to become available on September 10. During 2020, as part of RFTA’s COVID-19 emergency response plan, RFTA started offering its seasonal workforce high-deductible health insurance, employee-only coverage. RFTA plans to continue this benefit in 2021. Staff will review and analyze various scenarios before recommending any changes to employee contributions and employer contributions to the various plans.
- Historically, the high cost of living in the Roaring Fork Valley has negatively affected the Authority’s ability to hire and retain qualified personnel. Management continues to review and refine the Authority’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 market survey is not planned for this year as the last one was conducted in 2019 and adjustments were made in 2020. Any potential adjustments will be identified and considered as needed. The Collective Bargaining Unit comprised of full-time bus operators are subject to scheduled pay increases in accordance with their contract.

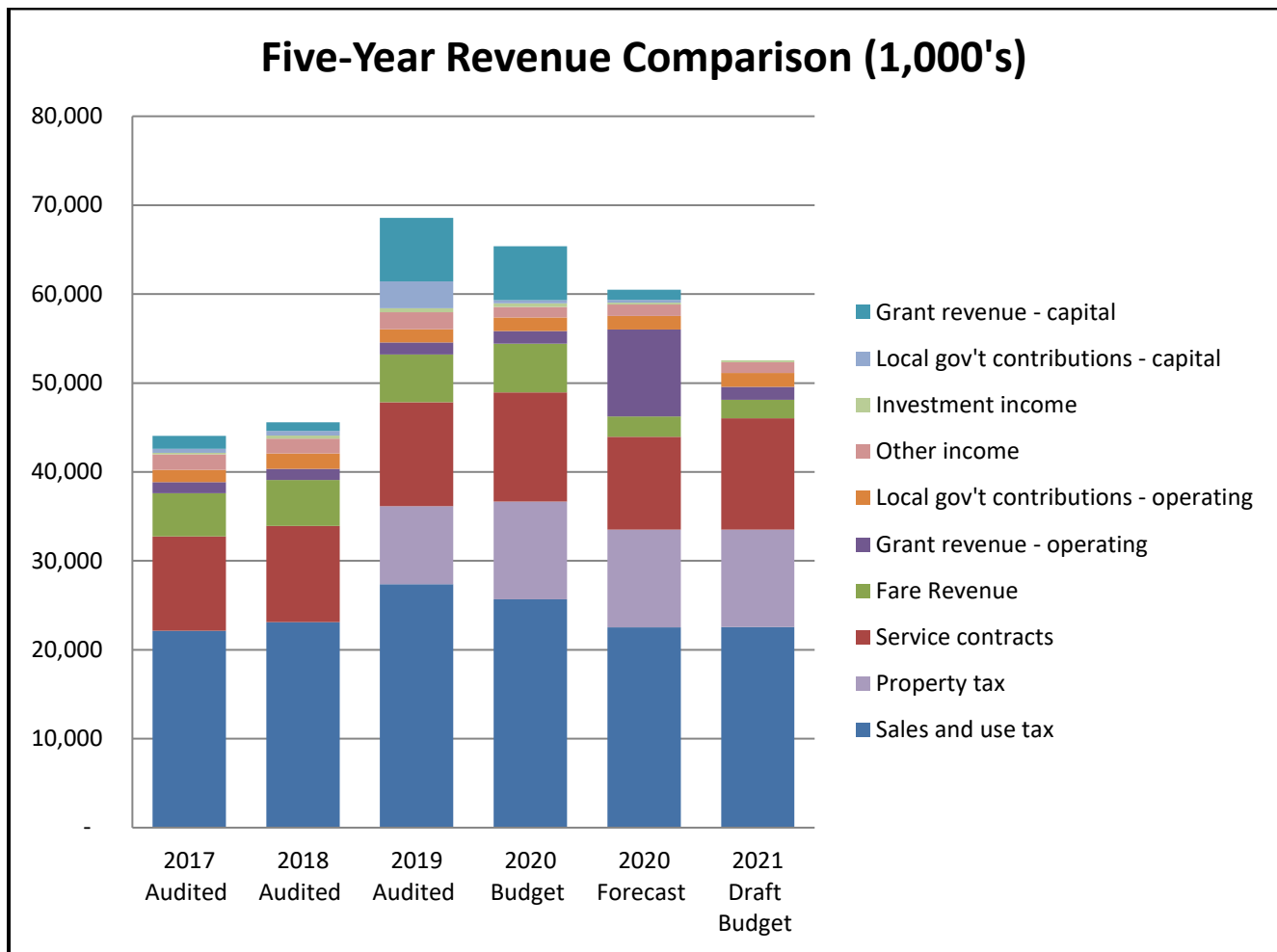
- With the capital intensive nature of the transit industry, management continues to develop funding strategies for short and long term **capital needs**. The funding strategy includes a combination of financing options, seeking out grant opportunities, pay-go using fund balance, seeking additional revenue, 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 and design/planning efforts and construction for multiple capital projects are underway. The timing of capital projects will determine the next bond issuance, which is anticipated to be in 2021.

3. 2021 Consolidated Financial Overview:

(1,000's)	General Fund	Service Contracts	Bus Stops/ PNR SRF	Mid Valley Trails SRF	Debt Service Fund	2021 Draft Budget	%
Beginning fund balance (Budget)	\$ 35,396	\$ -	\$ 93	\$ 169	\$ 920	\$ 36,578	
Revenues:							
Sales and use tax	\$ 22,515	\$ -	\$ -	\$ 56	\$ -	\$ 22,571	43%
Property tax	\$ 10,957	\$ -	\$ -	\$ -	\$ -	\$ 10,957	21%
Service contracts	\$ -	\$ 12,514	\$ -	\$ -	\$ -	\$ 12,514	24%
Operating revenue	\$ 2,085	\$ -	\$ -	\$ -	\$ -	\$ 2,085	4%
Grant revenue - operating	\$ 1,402	\$ 30	\$ -	\$ -	\$ -	\$ 1,432	3%
Local gov't contributions - operating	\$ 1,558	\$ -	\$ -	\$ -	\$ -	\$ 1,558	3%
Other income	\$ 588	\$ -	\$ 485	\$ -	\$ 156	\$ 1,229	2%
Investment income	\$ 199	\$ -	\$ 1	\$ 2	\$ -	\$ 202	0%
Total revenues	\$ 39,305	\$ 12,544	\$ 486	\$ 58	\$ 156	\$ 52,548	100%
Program expenditures:							
Fuel	\$ 1,792	\$ 711	\$ -	\$ -	\$ -	\$ 2,503	5%
Transit	\$ 29,263	\$ 11,989	\$ 1,028	\$ -	\$ -	\$ 42,280	84%
Trails & Corridor Mgmt	\$ 626	\$ -	\$ -	\$ 59	\$ -	\$ 685	1%
Subtotal operating exp.	\$ 31,682	\$ 12,700	\$ 1,028	\$ 59	\$ -	\$ 45,468	90%
Capital	\$ 304	\$ -	\$ -	\$ -	\$ -	\$ 304	1%
Debt Service	\$ 1,755	\$ -	\$ -	\$ -	\$ 2,729	\$ 4,484	9%
Total expenditures	\$ 33,740	\$ 12,700	\$ 1,028	\$ 59	\$ 2,729	\$ 50,256	100%
Other financing sources	\$ -	\$ 156	\$ 544	\$ -	\$ 2,573	\$ 3,273	
Other financing (uses)	\$ (3,273)	\$ -	\$ -	\$ -	\$ -	\$ (3,273)	
Change in Fund Balance	\$ 2,291	\$ 0	\$ 2	\$ (1)	\$ -	\$ 2,292	
Ending fund balance	\$ 37,687	\$ 0	\$ 95	\$ 168	\$ 920	\$ 38,870	

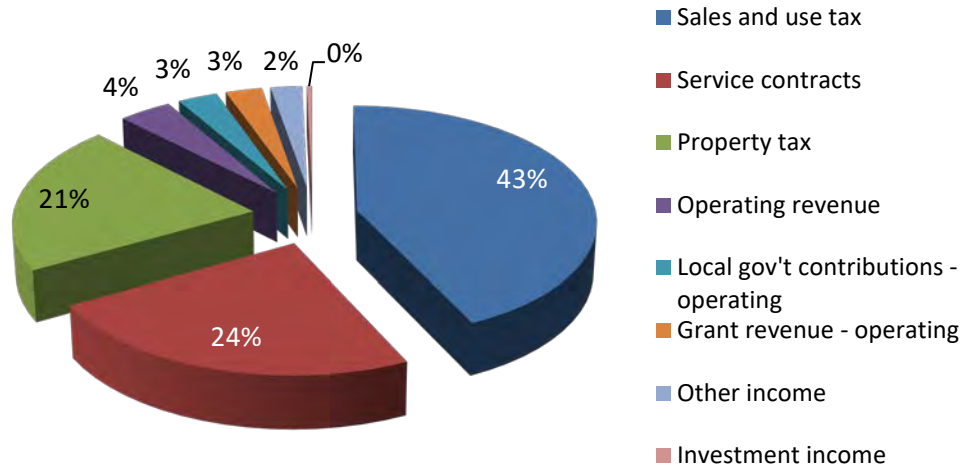
For an explanation of each fund, please refer to the Background section at the end of this report.

4. Estimated Revenue Composition & Assumptions:



Revenues (in thousands)	2017	2018	2019	2020	2020	2021 Draft	21/20 Budget	
	Audited	Audited	Audited	Budget	Forecast	Budget	\$ Dif	% Dif
Sales and use tax	\$ 22,153	\$ 23,124	\$ 27,366	\$ 25,687	\$ 22,532	\$ 22,571	\$ (3,116)	-12%
Property tax	-	-	8,794	10,996	10,996	10,957	(39)	0%
Service contracts	10,616	10,808	11,663	12,277	10,411	12,514	237	2%
Fare Revenue	4,853	5,156	5,390	5,470	2,318	2,085	(3,385)	-62%
Grant revenue - operating	1,245	1,244	1,346	1,432	9,766	1,432	-	0%
Local gov't contributions - operating	1,379	1,736	1,488	1,510	1,510	1,558	48	3%
Other income	1,731	1,682	1,920	1,179	1,292	1,229	51	4%
Investment income	167	332	518	417	210	202	(215)	-52%
Subtotal Revenues - Operating	42,143	44,084	58,485	58,968	59,036	52,548	(6,420)	-11%
Local gov't contributions - capital	472	535	3,012	341	301	-	(341)	-100%
Grant revenue - capital	1,433	981	7,145	6,081	1,148	-	(6,081)	-100%
Subtotal Revenues - Capital	1,905	1,515	10,157	6,422	1,449	-	(6,422)	-100%
Total	\$ 44,048	\$ 45,599	\$ 68,642	\$ 65,390	\$ 60,484	\$ 52,548	\$ (12,842)	-20%

2021 Estimated Revenue Composition

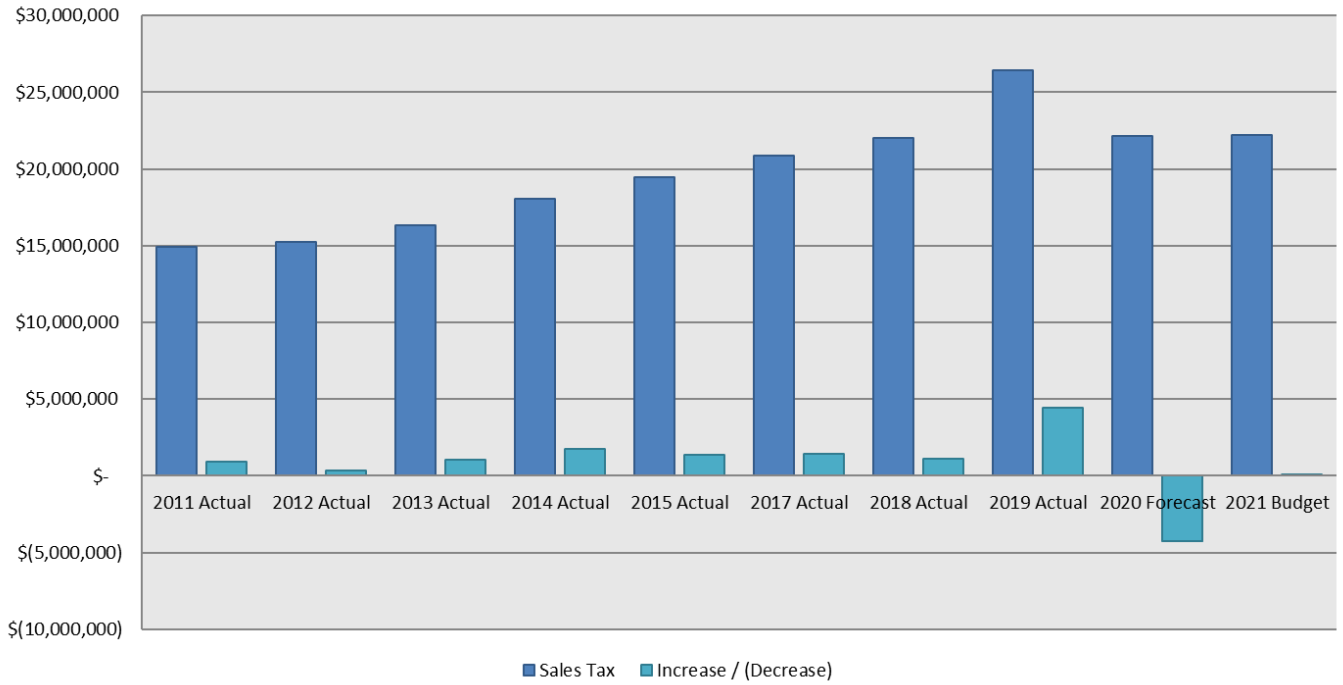


- Sales Tax** revenues are dedicated taxes collected from member jurisdictions based on intergovernmental agreements. The chart below shows preliminary estimates by jurisdiction as of August 2020:

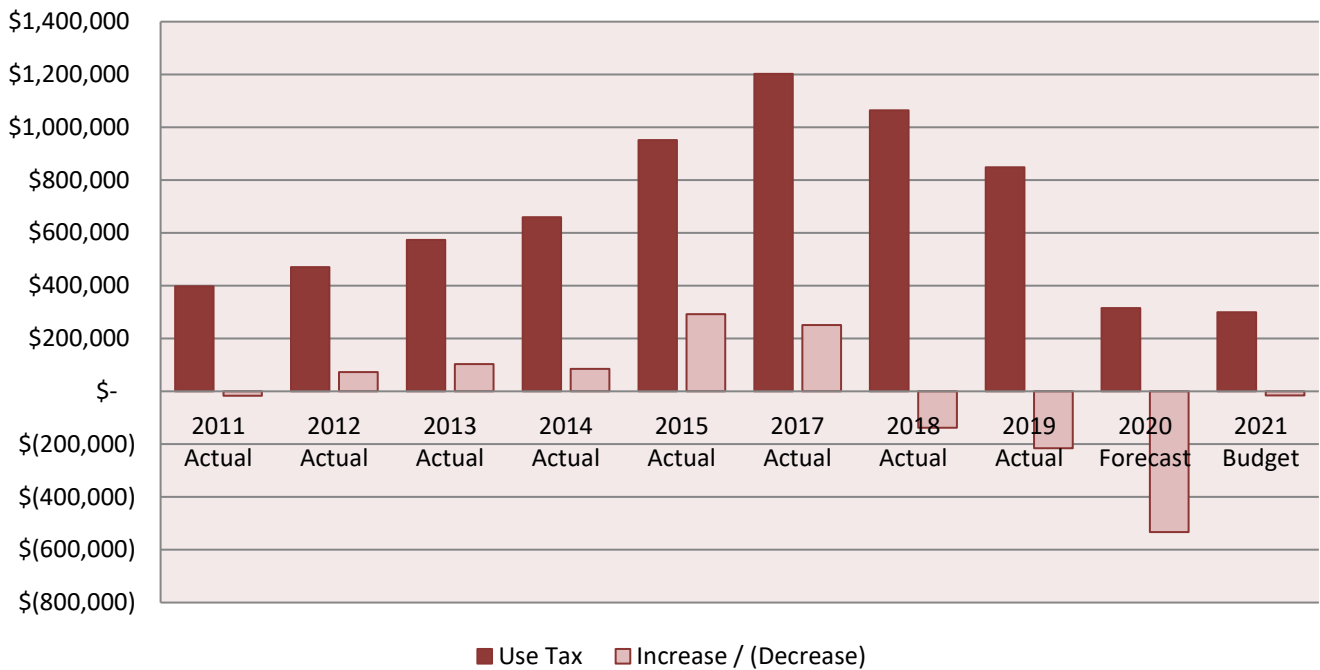
Member Jurisdictions	2021 % Increase / <Decrease>
Aspen	18.0%
Basalt	<4.0%>
Carbondale*	0.0%
Glenwood Springs	<10.0>
Eagle County*	0.0%
New Castle	3.5%
Pitkin County*	0.0%
Snowmass Village	0.0%

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

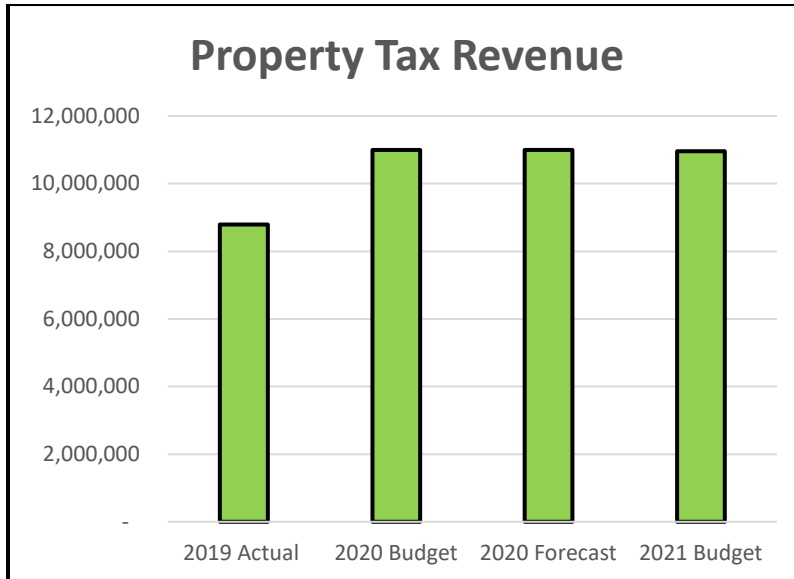
Sales Tax (2011-2021)



Use Tax (2011-2021)



- **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 changes in preliminary assessed property values are <0.6%>, 0.6% and 1.2%, respectively, within RFTA's district. Final certifications of assessed valuations will occur in December.

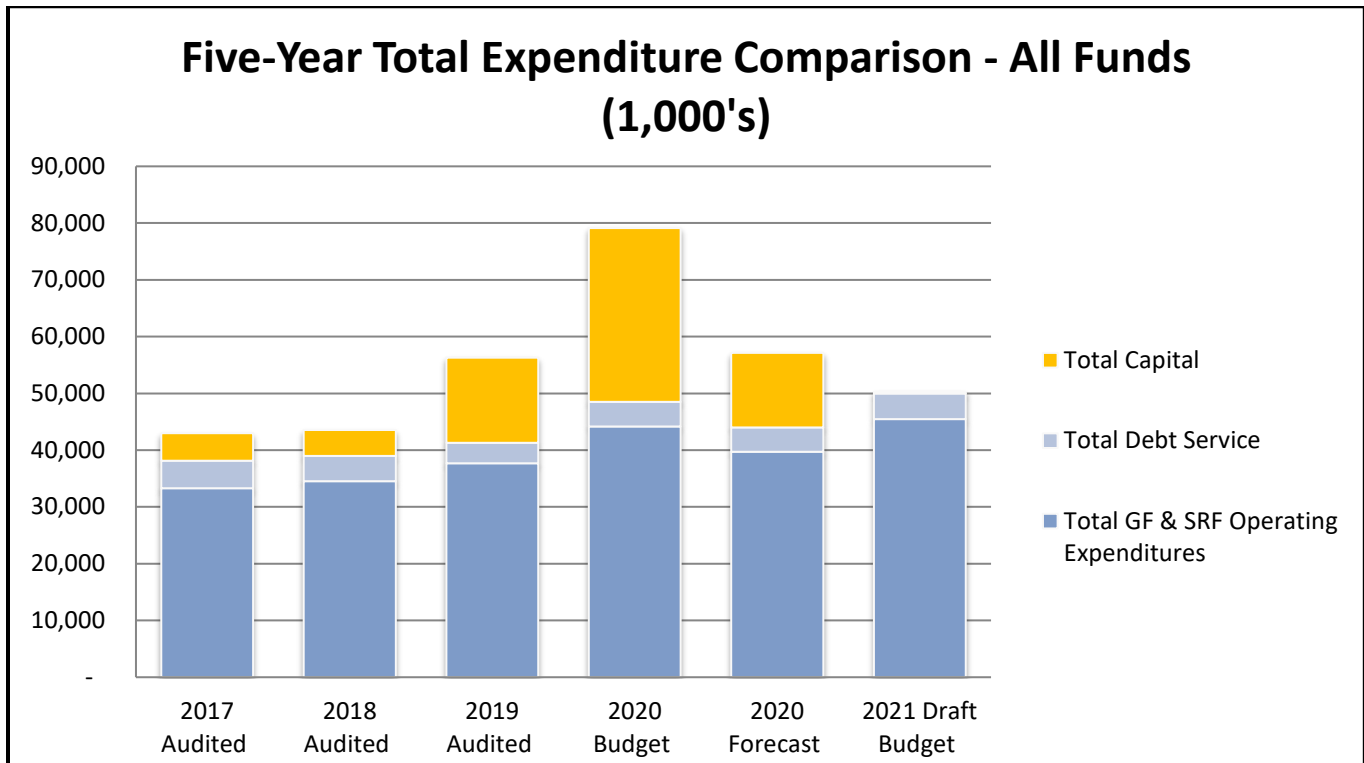


- **Service contract revenues** are for contracted transit services which are billed monthly based on miles and hours by route. The Authority has service contract agreements with the Aspen Skiing Company, the City of Aspen, the City of Glenwood Springs and Garfield County (Travelers Program);
 - The Authority estimated hours and miles by route for each service contract agreement and calculated costs in accordance with each service contract agreement. Staff continues to work closely with its partners to make any modifications to the service levels as they become known.
- **Operating revenues** reflect transit fares collected primarily on regional routes traveling on Highway 82 and the I-70 Corridor as well as fares related to the Maroon Bells service;
 - At this time, staff projects a 63% decline in regional fare collections in 2020 compared to 2019 actuals. Contributing factors to this decline include the immediate impacts to the economy and ridership demand experienced that started in mid-March 2020, the temporary suspension of fare enforcement from mid-March through the end of July, and the reduced maximum capacity on buses as a safety measure in response to the ongoing threat of COVID-19. For 2021, fare revenues reflect an 8% decrease, which assumes the continued impacts from the reduced maximum capacity on buses over the course of the year. Changes to the maximum capacity on buses will impact the fare revenue projections.
 - 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;
 - In 2020, RFTA received a \$5.2 million in the first apportionment of the **Coronavirus Aid, Relief, and Economic Security (CARES) Act** funds and anticipates to receive \$3.3 million in the

second apportionment. CARES Act funds are intended to help fill the revenue shortfalls experienced by RFTA as a result of the COVID-19 pandemic impacts to the region. The CARES Act funds have helped RFTA provide the essential services to support the essential trips and increase in demand during the incremental re-opening of businesses and economy. There are current lobbying efforts for additional funding by the American Transportation Association (ATA), the Community Transportation Association of America (CTAA), the Bus Coalition, and other transit associations. However, at this time, there is no indication of new funding in 2021 to help fill any revenue shortfalls that will continue in 2021.

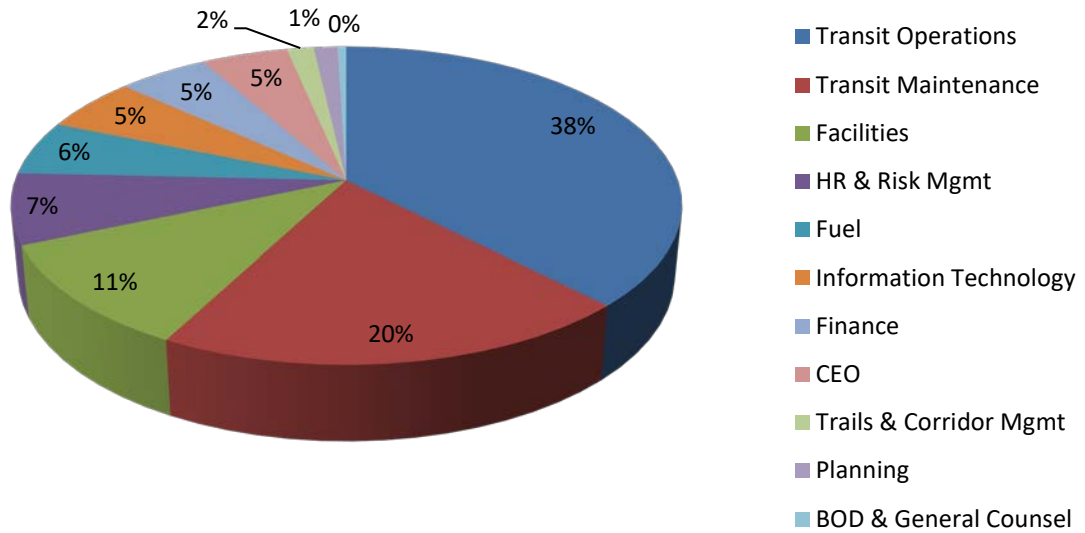
- \$1,201,678 from the **FTA Section 5311 operating grant** (flat from 2020; 2021 grant amounts are anticipated to be awarded in September 2020);
- \$200,000 from **CDOT FASTER operating grant** (flat from 2020; 2021 grant amounts are anticipated to be awarded in September 2020);
- Staff will be seeking capital grant funds to help fund various capital needs. Funds will be appropriated after grants have been awarded. Additional grant revenues may be added by the final budget.
- **Local governmental contributions** are received to primarily help fund transit programs;
 - The **Elected Officials Transportation Committee (EOTC)** will continue to provide funding for the no-fare Aspen/Snowmass regional transit service. Using the agreed-upon methodology, the calculated contribution is approximately \$813,678 and is reflected in the budget. Staff is reviewing budget scenarios for the EOTC to continue the no-fare contribution through 2021 due to the economic uncertainty created by the COVID-19 pandemic in the region. The EOTC will have the opportunity to discuss a proposal to continue the no-fare contribution at their October 29, 2020 meeting.
 - Assumes that **Garfield County's** support for the Grand Hogback bus service could decrease by 10% from \$760,240 in 2020 to \$684,216 in 2021. This preliminary reduction is based on information that the County is exploring potential areas to reduce its contributions 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.
- **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 Qualified Energy Conservation Bonds in the Debt Service Fund.
 - Assumes year-round employee housing rental revenue remain the same.
 - Assumes vehicle registration fees will remain the same.
 - 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)	2017	2018	2019	2020	2020	2021 Draft	21/20 Budget	
	Audited	Audited	Audited	Budget	Forecast	Budget	\$ Dif	% Dif
Fuel	1,189	1,095	1,670	1,093	896	1,792	699	64%
Transit Maintenance	4,233	4,745	5,009	6,656	6,086	6,577	(79)	-1%
Transit Operations	8,703	9,065	9,687	11,494	10,599	11,854	360	3%
Administration	4,664	5,096	5,775	7,666	7,112	7,871	205	3%
Facilities	1,961	2,211	2,088	3,013	2,718	2,801	(212)	-7%
Attorney & Board of Directors	117	142	185	150	166	160	10	7%
Trails & Corridor Mgmt	489	469	456	612	560	626	14	2%
Total GF Operating Expenditures	\$ 21,355	\$ 22,824	\$ 24,870	\$ 30,684	\$ 28,138	\$ 31,682	\$ 997	3%
SRF - Service Contracts	11,253	10,987	11,944	12,465	10,599	12,700	236	2%
SRF - Bus Shelter / PNR	624	716	814	979	947	1,028	49	5%
SRF - Mid Valley Trails	79	21	71	59	59	59	-	0%
Total GF & SRF Operating Expenditure:	\$ 33,310	\$ 34,547	\$ 37,698	\$ 44,187	\$ 39,743	\$ 45,468	\$ 1,282	3%
GF - Debt Service	1,900	1,493	1,522	1,569	1,507	1,755	186	12%
Debt Service Fund	2,955	2,950	2,660	2,733	3,000	2,729	(4)	0%
Total Debt Service	\$ 4,855	\$ 4,443	\$ 4,182	\$ 4,303	\$ 4,507	\$ 4,484	\$ 181	4%
Total Operating & Debt Service	\$ 38,166	\$ 38,990	\$ 41,880	\$ 48,489	\$ 44,250	\$ 49,952	\$ 1,463	3%
GF - Capital Outlay	4,616	4,563	14,978	24,260	9,469	304	(23,956)	-99%
SRF - Bus Shelter / PNR - Capital Outlay	-	16	7	-	-	-	-	0%
Capital Projects Fund	223	-	2,244	6,353	3,674	-	(6,353)	0%
Total Capital	\$ 4,839	\$ 4,578	\$ 17,228	\$ 30,613	\$ 13,143	\$ 304	\$ (30,309)	-99%
Total Expenditures - all funds	\$ 43,004	\$ 43,568	\$ 59,108	\$ 79,102	\$ 57,392	\$ 50,256	\$ (28,846)	-36%

2021 Budgeted Operating Expenditures by Department



Department	Fund				2021 Budget	%
	General Fund	Service Contracts	Bus Stops/ PNR SRF	Mid Valley Trails SRF		
Fuel	\$ 1,792	\$ 711	\$ -	\$ -	\$ 2,503	6%
Transit Maintenance	\$ 6,577	\$ 2,542	\$ -	\$ -	\$ 9,119	20%
Transit Operations	\$ 11,854	\$ 5,282	\$ -	\$ -	\$ 17,136	38%
CEO	\$ 1,596	\$ 614	\$ -	\$ -	\$ 2,210	5%
Finance	\$ 1,673	\$ 643	\$ -	\$ -	\$ 2,317	5%
Planning	\$ 439	\$ 169	\$ -	\$ -	\$ 608	1%
HR & Risk Mgmt	\$ 2,365	\$ 909	\$ -	\$ -	\$ 3,274	7%
Information Technology	\$ 1,798	\$ 691	\$ -	\$ -	\$ 2,489	5%
Facilities	\$ 2,801	\$ 1,077	\$ 1,028	\$ -	\$ 4,906	11%
BOD & General Counsel	\$ 160	\$ 61	\$ -	\$ -	\$ 221	0%
Trails & Corridor Mgmt	\$ 626	\$ -	\$ -	\$ 59	\$ 685	2%
Total	\$ 31,682	\$ 12,700	\$ 1,028	\$ 59	\$ 45,468	100%

- **Compensation Adjustments:**

- The Collective Bargaining Unit (CBU) comprised of full-time bus operators are subject to a scheduled pay increase at the first full payroll period of 2021 in accordance with their contract. Assuming 161 full-time bus operators, the average increase is estimated to be approximately 4.2% resulting in an additional cost of approximately \$333,000.
- 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 \$273,000. 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%	\$ 65	\$ 1	\$ 2	\$ 68
	0.27%	0.37%	0.41%	0.28%
2.0%	\$ 130	\$ 3	\$ 4	\$ 137
	0.55%	1.11%	0.82%	0.56%
3.0%	\$ 196	\$ 5	\$ 5	\$ 205
	0.83%	1.85%	1.02%	0.84%
4.0%	\$ 260	\$ 7	\$ 6	\$ 273
	1.10%	2.58%	1.22%	1.12%

- The Authority received four **Request for Funding Applications**, two of which were multi-year funding requests that the RFTA Board had approved during the last budget cycle. The budget currently reflects the following:
 - \$180,000 from **WE-cycle**, a 501(c)(3) non-profit organization serving Aspen and Basalt to support bike sharing operations. Funds will be used to help support WE-cycle’s strategic and operational direction, structure, and planning efforts to benefit existing and future bike share services within the Roaring Fork Valley. These funds will provide WE-cycle with essential stability as it plans for its services year over year by allowing WE-cycle to retain year-round office space and support high-level director level positions to provide for a stable and consistent organizational framework. ***WE-cycle applied for a five-year funding request of \$100,000/year which the Board approved during the last budget cycle. This amount represents year four of the five-year funding request. In addition, WE-cycle is requesting an additional \$80,000 to continue supporting financial and administrative services through a contracted CFO in order to enable its Executive Director to continue working on WE-cycle/RFTA integration and planning efforts to ensure the long-range sustainability of existing and future regional bike share services.***
 - \$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 the first year of the three-year funding request.***

- \$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 \$304,000 of **capital outlay** has been budgeted:

Description (1,000's)	General Fund	Grant/Local Assistance	Local Share
Transit			
Facilities Improvements	\$ 34		\$ 34
Bus engine/transmission rebuilds	\$ 150		\$ 150
Equipment/software	\$ 120		\$ 120
Total	\$ 304	\$ -	\$ 304

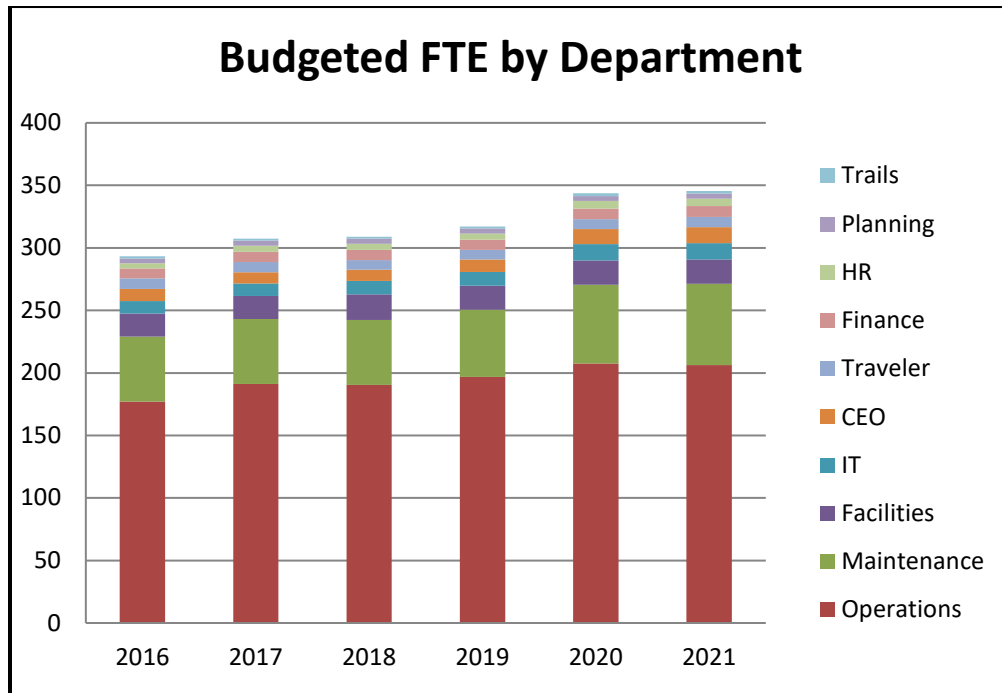
- The project list is very preliminary as it includes some recurring capital needs, primarily related to engine and transmission rebuilds and various IT equipment.
- Staff developed list of capital projects and Destination 2040 projects that has been prioritized based on the strategic initiatives identified 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 in 2021. High priority projects included in the Destination 2040 plan will likely require a new money bond issuance in 2021.
- 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 \$544,000 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 \$156,500 of current available resources from the General Fund to the Service Contract Special Revenue Fund.
- In accordance with bond resolutions, approximately \$2.57 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, and 2019.

7. Staffing:

- Assumes 345.6 full-time equivalents (FTEs) compared to 343.7 budgeted in 2020.



- 2.0 FTEs added in the Vehicle Maintenance Department to support disinfecting and fogging of buses.
- 1.0 FTE added in the CEO Department; assumes change in third-party process consultant to full time position.
- 1.3 fewer FTEs in the Operations Department

8. Major Goals:

Continue to provide the essential transit services to support the regional workforce and economy during the unprecedented COVID-19 pandemic.

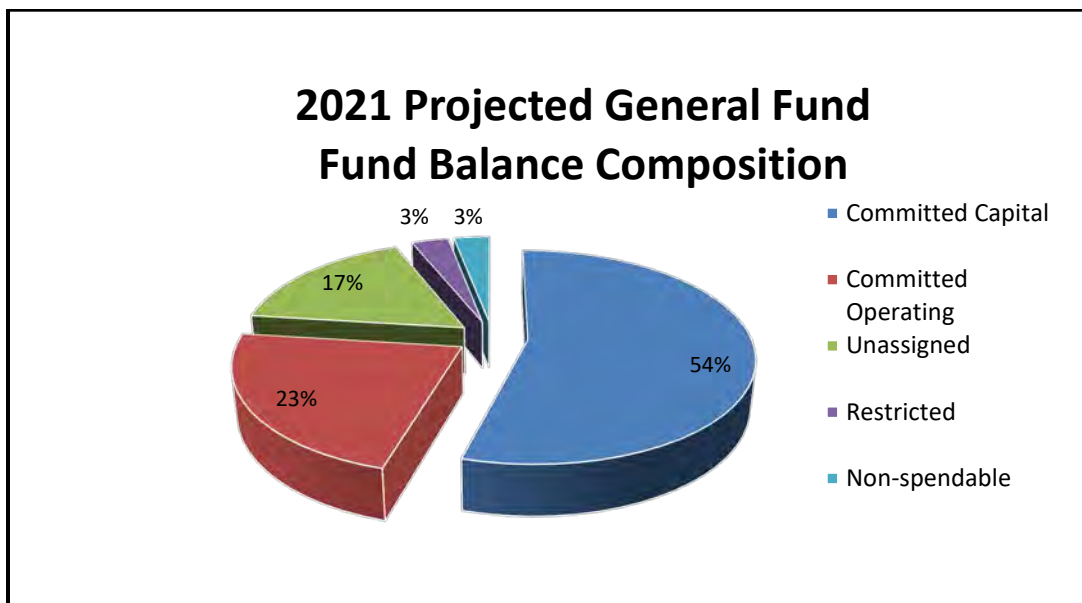
Staff will plan to identify high priority projects for 2021. Notable Destination 2040 Projects not included in the draft budget:

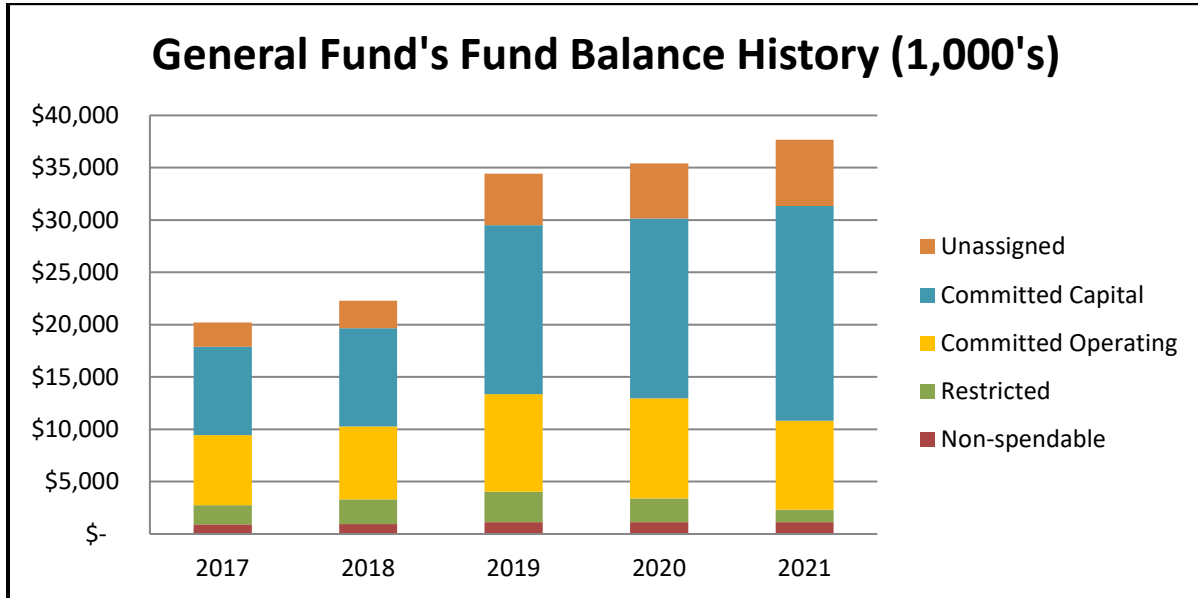
- Grade Separated Pedestrian Crossings of Highway 82 and 27th Street in Glenwood Springs
- Glenwood Maintenance Facility (GMF) Expansion Phases 3 & 7
- Rio Grande Trail Improvements

9. 2021 Fund Balance:

	General	Service	Bus	Mid	Debt	
(1,000's)	Fund	Contracts	Stops/ PNR	Valley Trails	Service Fund	Total
Beginning fund balance (budget)	\$ 35,396	\$ -	\$ 93	\$ 169	\$ 920	\$ 36,578
Revenues	\$ 39,305	\$ 12,544	\$ 486	\$ 58	\$ 156	\$ 52,548
Expenditures	\$ (33,740)	\$ (12,700)	\$ (1,028)	\$ (59)	\$ (2,729)	\$ (50,256)
Other financing source/(use)	\$ (3,273)	\$ 156	\$ 544	\$ -	\$ 2,573	\$ -
Change in net assets	\$ 2,291	\$ 0	\$ 2	\$ (1)	\$ -	\$ 2,292
Ending fund balance	\$ 37,687	\$ 0	\$ 95	\$ 168	\$ 920	\$ 38,870
Ending fund balance composition:						
Non-spendable fund balance	\$ 1,141					\$ 1,141
Restricted fund balance	\$ 1,179	\$ 0	\$ 95	\$ 168	\$ 920	\$ 2,362
Committed fund balance:						
Operating reserves	\$ 8,495					\$ 8,495
Facilities capital reserves	\$ 4,390					\$ 4,390
Transit capital reserves	\$ 14,643					\$ 14,643
Trails capital reserves	\$ 1,479					\$ 1,479
Unassigned fund balance	\$ 6,359					\$ 6,359
Ending fund balance	\$ 37,687	\$ 0	\$ 95	\$ 168	\$ 920	\$ 38,870

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.





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 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 2009A Debt Service Fund reports all principal and interest expenditures for the \$6.5 million bond issuance and interest earned as required by resolution. This is a tax-exempt issuance.

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.

Reserve Fund reports all activity related to the required reserves for the Series 2009, Series 2012, Series2013 Bonds, and Series 2019 Bonds and interest earned as required by resolution.

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

Meeting Date:	September 10, 2020
Subject:	Update: Mobility Options for a Vibrant Economy (MOVE) Study Update
Strategic Outcome:	2: ACCESSIBILITY AND MOBILITY
Strategic Objective:	2.2 Trail and transit users move safely, quickly and efficiently
Presented By:	David Johnson, Director of Planning
Staff Recommends:	Staff invites questions and comments from the Board. Board action is not required.
Executive Summary:	<p>RFTA and the City of Glenwood Springs have co-funded and implemented the MOVE study to develop a long-term vision and program for transportation in and through the travel corridors of SH-82 (Grande Avenue), SH-6 (West Glenwood), I-70, and the RFTA Rio Grande Railroad Corridor. The purpose of the study is, in essence, to optimize the efficiency and utility of the transportation system within and through Glenwood Springs by advancing transportation options that align with the City's goals for mobility and other matters. Focus will be placed on the transportation, land use, environmental, economic and social needs of the City and the region.</p> <p>This study was initiated in December 2019 and is expected to be completed in 12 months. This update will summarize the results to date of the Evaluation of Alternatives and other analyses completed over the last two months.</p> <p>We are in Round 2 of public feedback, which began in mid-August and will conclude September 11. Results of public feedback will be presented at a future Board meeting.</p>
Background/ Discussion:	<p>The Project Vision is: A community with safe, multimodal, and efficient connection options that makes Glenwood Springs a city of great vitality and quality of life.</p> <p>The Project Purpose is: To optimize the efficiency and utility of the transportation system within and through Glenwood Springs by developing, evaluating, and selecting transportation strategies and opportunities that align with the City's goals for mobility, land use, economic vitality, economic sustainability and quality of life.</p> <p>Projects needs have been refined into the following categories:</p> <p>Transit: Integrate and optimize the local and regional transit systems to make them more attractive, convenient, reliable, effective and efficient.</p> <p>Parking: Recommendations for priority parking locations, facilities, phasing plans and policies for City-owned facilities and for RFTA's 27th Street BRT station; Improve parking management to minimize searching for parking</p> <p>Congestion: Improve traffic safety, circulation and operations particularly during the morning and afternoon peak periods and considering growth over the next 20 years</p>

	Bicycle and Pedestrian: Improve pedestrian access throughout the Downtown area including connections with transit stations; Improve ADA access and SH 82 pedestrian crossings; Facilitate bicycling as a connection to transit.
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:	RFTA and the City have co-funded this study, which will cost about \$609,000. Approximately \$80,000 will be offset by an FTA Section 5309 planning grant.
Attachments:	Yes, please see “MOVE Presentation RFTA Board 9-2020.pptx,” included in the September 2020 Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda packet.

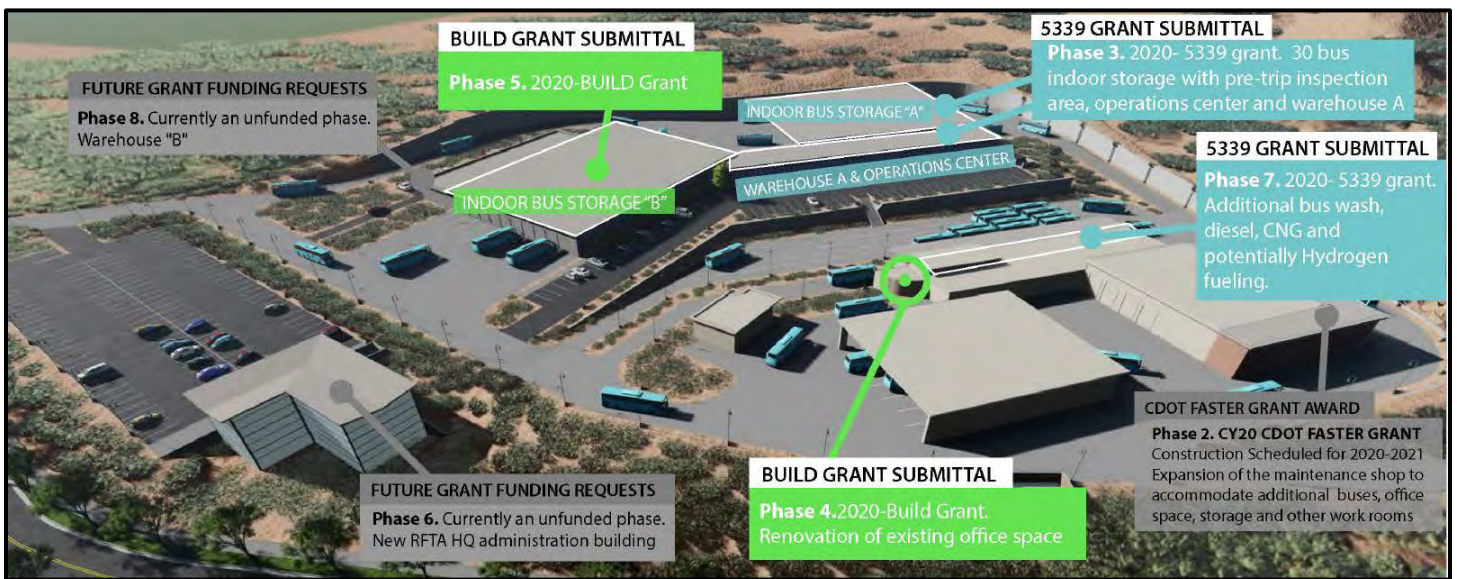
RFTA BOARD OF DIRECTORS MEETING
“INFORMATION/UPDATES” AGENDA SUMMARY ITEM # 8. A.

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: September 10, 2020

RFTA Hosts Senator Cory Gardner for a Groundbreaking Ceremony at the Glenwood Maintenance Facility:

On August 11, RFTA was notified that the Federal Transit Administration (FTA) had awarded RFTA \$11.475 million in Fiscal Year 2020 Section 5339 Bus and Facilities grant funding for Phases 3 & 7 of the Regional Transit Center Project (Glenwood Maintenance Facility Expansion Project).



The receipt of this grant, along with the acquisition of the Glenwood Springs Maintenance Operations Center property this year, has positioned RFTA to move forward with expansion plans that have been long in the making. To celebrate this momentous occasion, on Saturday, August 29, RFTA hosted Senator Cory Gardner for a ground breaking ceremony (see August 31 Aspen Daily News Article by Megan Tackett):

https://www.aspendailynews.com/news/sen-gardner-pays-site-visit-to-rfta-in-celebration-of-federal-grant/article_973cb6e2-eb33-11ea-9563-0be177838814.html

Thanks to RFTA Board members, Art Riddile, Chair, Ann Mullins, and Dan Richardson, for attending the groundbreaking ceremony and for hosting Senator Cory Gardner. Thanks, too, to Charlie Willman, Glenwood Springs City Councilor, and Perry Will, State Representative, for taking time out of their busy schedules to attend. RFTA staff members, Angela Henderson, Bob Heier, Scott Keegan, Mike Hermes, Nick Senn, Seth Salisbury, Jamie Tatsuno, Michael Yang, Ben Ludlow and David Johnson, as well as Scott Contractors and Colorado Protective Services, helped to prepare for and also attended the ground breaking ceremony. Without their invaluable assistance and participation, the ground breaking ceremony certainly would not have gone off so smoothly!

Senator Gardner was a good sport and the welcome rain and cooler weather made it an enjoyable, successful, and fun event for all!



From left to right: Mike Yang, CFAO, Dan Blankenship, CEO, Dan Richardson, Carbondale Mayor, Cory Gardner, U.S. Senator, Art Riddile, RFTA Chair, Ann Mullins, Aspen City Council, Charlie Willman, Glenwood Councilor, and Will Perry, State Representative. Scott Contractors personnel in the background.

Listening Session with Senator Michael Bennet: On Thursday, September 3, Colorado Mountain College hosted a listening session with Senator Michael Bennet at the Morgridge Commons in Glenwood Springs. RFTA Board members, Art Riddile, Chair, Dan Richardson, Carbondale Mayor, and Jonathan Godes, Glenwood Springs' Mayor, attended along with Dan Blankenship, CEO, and several other community leaders.

Riddile encouraged Senator Bennet to place a call to Elaine Chao, Secretary of Transportation, to express support for RFTA's \$13 million FY 2020 BUILD grant application, which would be used to fund Phases 4 & 5 of RFTA's Regional Transit Center Project (see above). Blankenship provided background regarding RFTA's response to the COVID-19 pandemic, thanking the Senator for his support of CARES Act funding, which provided \$39 million in funding for Colorado's rural transit systems, and \$8.3 million in funding specifically for RFTA in 2020. Blankenship encouraged the Senator to work with his colleagues in Congress to provide additional funding for the nation's transit systems that have been hard hit by the pandemic while providing essential services for those that rely on public transportation to get to jobs, groceries, and doctors.

2020/2021 Winter Service Planning

Winter service planning is underway to prepare for our peak season of service under constrained pandemic conditions. Plans are being developed and conversations with contract partners are being had to set expectations for RFTA’s capabilities this winter. RFTA is identifying additional seasonal bus operators and mechanics that will be needed to deliver 2020/2021 winter services which will be brought before the board in October.

RFTA 2040 Implementation Update

The RFTA Capital Projects team has continued to review all 2020 capital projects that are in various stages of development to determine if there are any impacts due to COVID-19. One of the three projects that have been on hold since the start of the pandemic, The Regional Bike Share/First and Last Mile Planning effort has been reinitiated and staff is finalizing the scope of work for that effort. Staff should be able to solicit for contracted services to assist with this effort and initiate the planning before years end.

At this point, RFTA has identified two projects that will continue to be on hold:

- RFTA Employee Housing Design – This project is funded by RFTA destination 2040 without grants or funding partners at this time. The project has not commenced and a logical project to put on hold until we have a better understanding of COVID 19 financial impacts.
- LOVA trail grant contribution - Tentatively placed on hold pending decisions by partners

Depending on how things transpire with the Public Health Orders, these projects could be rescheduled for 2020. All other projects are deemed essential activities under the Public Health Orders or schedules do not currently conflict with the existing Public Health Orders in place. Funding for many of these projects involve grants and bonding that cannot be used for other purposes than the projects specified. This issue will be monitored on a weekly basis and adjusted as needed.

LOVA Trail (On Hold)

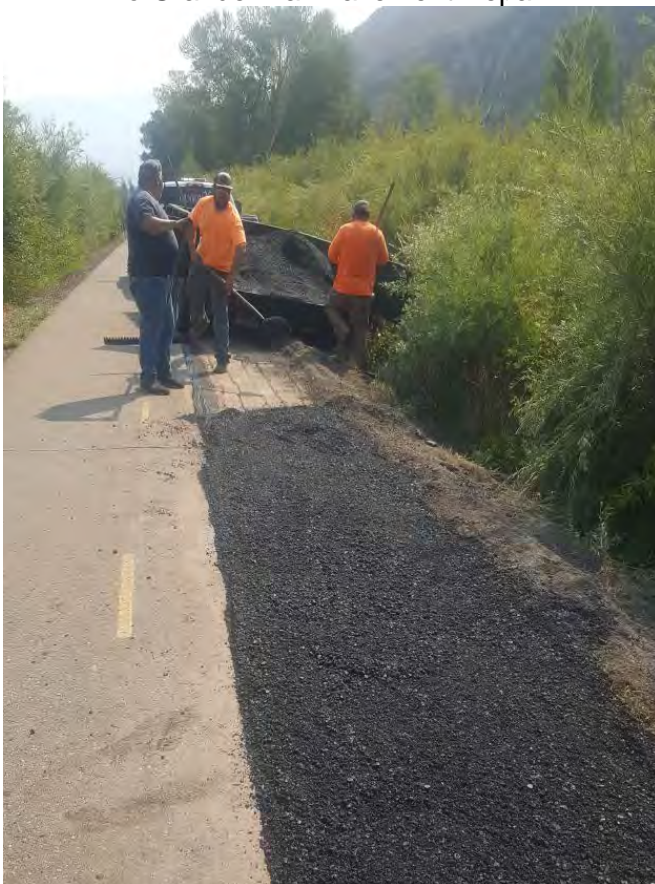
Total Project: \$15,000,000	2020 Budget: \$175,000	% Complete: 6%
RFTA Share: \$2,000,000	RFTA Balance: \$1,825,000	Last Updated: May 2020
<ul style="list-style-type: none"> • 2020 draft budget includes \$175,000 in local match to go towards an FMLD grant that was awarded to Glenwood Springs 		<ul style="list-style-type: none"> • Project on hold as Partners determine if there is budget for 2020
<ul style="list-style-type: none"> • Trail Maintenance 		<ul style="list-style-type: none"> • Still Outstanding

Trail Maintenance

Total Project: \$5,958,000	2020 Budget: \$375,000	% Complete: 60%
RFTA Share: \$5,958,000	RFTA Balance: \$5,283,000	Last Updated: September 2020
<ul style="list-style-type: none"> • 2020 budget includes \$300,000 to go towards asphalt repair, fencing, rock scaling, shoulder improvements and culvert maintenance 		<ul style="list-style-type: none"> • Tree trimming, shoulder clearing and root barrier installation have already taken place. The Contractor has begun cutting and patching asphalt throughout the corridor. Pre- warning signs are up, but pedestrians and bicyclists should be aware that uneven surfaces will be present for the next two weeks.



Rio Grande Trail Pavement Repair



Rio Grande Trail Pavement Repair

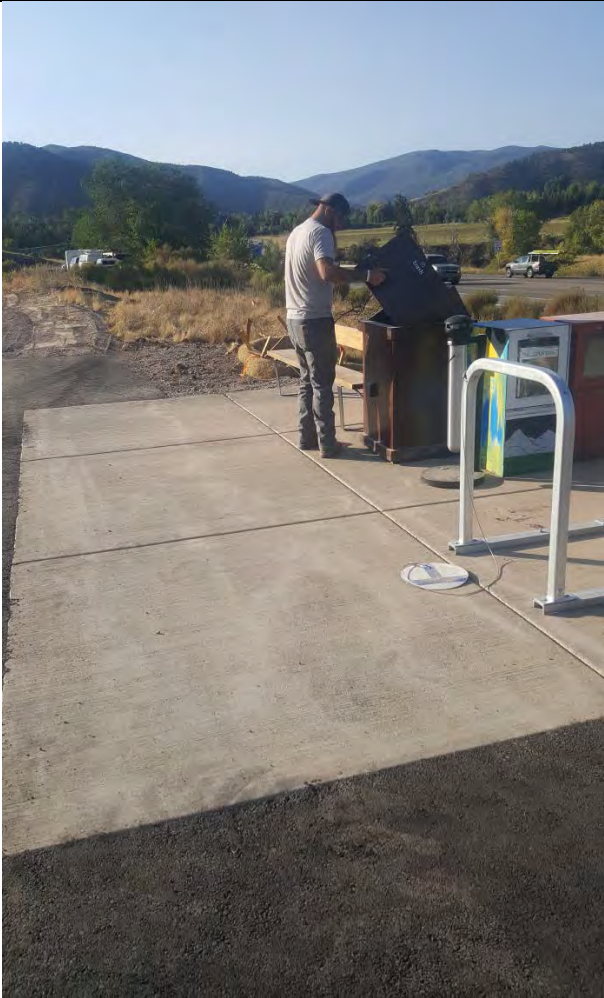
- 2020 budget includes design work to improve Rosebud Trailhead, to include increased parking, vault toilets, lighting and sun shade.

- Design work is in Progress

Mid Valley Stop Improvements Including Windscreens

Total Project: \$1,603,172	2020 Budget: \$1,603,172	% Complete: 80%
RFTA Share: \$1,603,172	RFTA Balance: \$0	Last Updated: September 2020
<ul style="list-style-type: none"> • 2020 Budget includes funding to construct improvements for the following bus stops to provide ADA accessibility, improved amenities, connectivity and comfort: <ul style="list-style-type: none"> ○ Sage wood ○ Lazy Glen ○ Aspen Village ○ Holland Hills ○ Catherine Store ○ CMC • 2020 budget includes funding for installation of windscreens at select BRT Stations. 		<p>Up Valley CMC; The CMC parking lot was opened on August 4th. Work will continue with seeding and guard rail to occur in the next 2 weeks.</p> <p>Up Valley Catherine’s Store; the parking area is open at this time. Work will continue for the next couple of weeks to finish up seeding and clean-up. The stops are in their original location with a bench set up on the new shelter concrete pads. The new shelters will arrive in September and will be installed at that time.</p> <p>JW Drive up and down valley; all concrete and paving are now complete at JW Dr. Work will continue for the next two weeks on seeding. The new shelters will arrive in September and will be installed at that time. The stops are back in their original location with the benches set up on the new shelter concrete pads.</p> <p>Sagewood up and down valley; all asphalt and concrete is now in place. The island up valley of the intersection has been removed and paved. Signage and striping are still needed prior to opening the island to through bus traffic. New shelters are to be installed upon their arrival in September. The temporary stops are now in their permanent location. Additional drainage work will be required at this location in the near future.</p> <p>Aspen Junction, Up and Down Valley; all asphalt and concrete are now in place. The temporary stops at this location are in their permanent location. Shelters will be installed in September.</p> <p>Lazy Glen; Temporary lights have been installed in the tunnel so painting could be completed. New lighting will be installed in 2 – 3 weeks. The old shelters have been removed, there is no change to the stop location. New shelters and lighting will be installed here when received.</p> <p>Aspen Village; New curb, gutter and sidewalk has been placed to alleviate the existing drainage problems. The remaining work consist of the repair of lighting.</p> <p>Windscreens; The concrete bases for windscreens have been placed at Basalt up and down valley as well as the Brush Creek Park and Ride. The steel</p>





structures are being fabricated. Steel and glass placement will continue in September.

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

Total Project: \$8,559,136	2020 Budget: \$0	% Complete: 10%
RFTA Share: \$4,279,500	RFTA Balance: \$4,229,500	Last Updated: September 2020
<ul style="list-style-type: none"> • Public outreach through the MOVE Study to gather feedback on preferred alternative of below grade or above grade solutions. • Begin Final Design of preferred grade separation alternative • Grant pursuits to fully fund project 		<ul style="list-style-type: none"> • RFP for design consultants underway • City of Glenwood Springs City Council to decide on underpass or overpass at August 20 council meeting • RFTA has now secured \$4.2 million in CDOT grant funding for the 27th Street Grade Separation in addition to the \$4.2 million from RFTA Destination 2040. • RFTA will seek remaining funding from City of Glenwood Springs and future grants for remaining balance. • RFTA working to develop an IGA with GWS for project implementation

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)

Total Project: \$610,000	2020 Budget: \$610,000	% Complete: 50%
RFTA Share: \$290,228	RFTA Balance: \$0	Last Updated: August 2020
<ul style="list-style-type: none"> MOVE Study to identify preferred alternatives for extending BRT to downtown Glenwood Springs (GWS), expanded park and ride in GWS, location of GWS Downtown Transit Center and one to two BRT stations between 27th Street and downtown GWS. 		<ul style="list-style-type: none"> Board update scheduled for September Board meeting Second round of public comment to occur late August Alternatives development near completion Evaluation criteria developed

Willits Area Parking Expansion

Total Project: \$2,000,000	2020 Budget: \$0	% Complete: 10%
RFTA Share: \$2,000,000	RFTA Balance: \$2,000,000	Last Updated: Feb. 2020
<ul style="list-style-type: none"> Signage and wayfinding plan in development to guide public and RFTA customers to public parking beneath Whole Foods 		<ul style="list-style-type: none"> Basalt town staff to coordinate sign installation Communications plan in development to help guide customers to this newly identified parking

Aspen Maintenance Facility Expansion Phase 9 (Replace Fuel Farm)

Total Project: \$3,115,260	2020 Budget: \$3,115,260	% Complete: 60%
RFTA Share: \$3,115,260	RFTA Balance: \$0	Last Updated: September 2020
<ul style="list-style-type: none"> 2020 Budget includes funding for the Aspen Maintenance Facility fuel farm upgrade and replacement of underground fuel tanks and mechanical equipment. 		<ul style="list-style-type: none"> Installation of fuel piping all week at the rear of the building Installation of the oil tanks Thursday Installation of the fuel piping in the fueling bay Installation of the fuel piping in the fueling bay with daily closures Installation of the new sumps at interior dispensers Backfilling of trenches Building fueling canopy Sate inspection



AMF Fuel Farm Installation



New Oil Tank being lowered in place

Glenwood Maintenance Facility (GMF) Expansion

Total Project: \$34,076,514	2020 Budget: \$4,260,000	% Complete: 10%
RFTA Share: \$15,000,000	RFTA Balance: \$12,321,000	Last Updated: September 2020
<ul style="list-style-type: none"> 2020 Budget includes funding for Phase 2 Construction: Grading, Excavation, Fleet Maintenance Build Renovation & Expansion. Purchase of MOC 	<ul style="list-style-type: none"> Contractor mobilizing week of Sept. 7 for MOC demo The new estimated project budget for Phase 2 is \$9.3 million. Phase 2 bidding for construction to begin September RFTA Awarded \$11.4 million in FTA 5339 funds for Phase 3 and 7 of GMF Expansion 	

Replacement Office/Housing in Carbondale (On Hold)

Total Project: \$10,000,000	2020 Budget: \$1,000,000	% Complete: 1%
RFTA Share: \$10,000,000	RFTA Balance: \$9,000,000	Last Updated: April 2020
<ul style="list-style-type: none"> 2020 draft budget includes \$1 million for site master planning 	<ul style="list-style-type: none"> Project on Hold due to COVID-19 and Budget Projections 	

Bike Share Expansion

Total RFTA Capital: \$1,270,750	2020 Capital Budget: \$0	%Complete: 5%
Total Annual RFTA O&M: \$550,000	2020 O&M Budget: \$350,000	Last Updated: August 2020
RFTA Capital Balance: \$1,270,750		
<ul style="list-style-type: none"> 2020 Includes \$200,000 to Support Bike Share Operations and \$150,000 for a Bike Share Expansion Planning 	<ul style="list-style-type: none"> The planning effort for bike share has been reinitiated and a scope of work for this effort is being finalized. 	

Buttermilk Underpass

Total Project: \$8,057,358	2020 Budget: \$0	% Complete: 0%
RFTA Share: \$500,000	RFTA Balance: \$500,000	Last Updated: Feb. 2020
<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"> RFTA is trying to initiate a partnership of interested stakeholders to move Buttermilk Underpass into design phase and establish a partnership for construction. 	

Bus Replacement – Six, 45' Coach Buses

Total Project: \$4,200,000	2020 Budget: \$4,512,000	% Complete: 50%
RFTA Share: \$840,000	RFTA Balance: \$67,673,000	Last Updated: June 2020
<ul style="list-style-type: none"> 2020 Budget includes funding to purchase 6 replacement two door over the road coach buses. 	<ul style="list-style-type: none"> Order placed Scheduled for 2021 Delivery 	

Bus Replacement – Ten, 40' clean diesel, low floor buses

Total Project: \$5,550,000	2020 Budget: \$5,550,000	% Complete: 50%
RFTA Share: \$5,550,000	RFTA Balance: \$62,123,000	Last Updated: June 2020
<ul style="list-style-type: none"> 2020 Budget includes funding to purchase 10 replacement low floor clean diesel buses. 	<ul style="list-style-type: none"> Ten replacement buses have been ordered for a January 2021 delivery 	

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

Total Project: \$2,775,000	2020 Budget: \$2,775,000	% Complete: 50%
RFTA Share: \$2,775,000	RFTA Balance: \$8,581,000	Last Updated: June 2020
<ul style="list-style-type: none"> 2020 Budget includes funding to purchase 5 expansion low floor clean diesel buses. 		<ul style="list-style-type: none"> Five expansion buses have been ordered for a December 2020 delivery

Planning Department Update – David Johnson, Director of Planning

Please see the “9-10-20 Planning Department Update.pdf” included in the September 2020 RFTA Board Meeting Portfolio.pdf, attached to the email transmitting the RFTA Board Meeting Agenda packet.

Finance Department Update – Mike Yang, Chief Financial and Administrative Officer

2020 Actuals/Budget Comparison (July YTD)

2020 Budget Year	July YTD			
General Fund	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales and Use tax (1)	\$ 10,252,963	\$ 10,199,585	0.5%	\$ 25,626,649
Property Tax	\$ 10,428,595	\$ 10,428,595	0.0%	\$ 10,996,000
Grants (2)	\$ 5,614,315	\$ 438,700	1179.8%	\$ 7,334,638
Fares (3)	\$ 1,234,425	\$ 2,628,394	-53.0%	\$ 5,470,200
Other govt contributions	\$ 1,596,251	\$ 1,596,251	0.0%	\$ 1,814,605
Other income	\$ 571,649	\$ 503,209	13.6%	\$ 906,600
Total Revenues	\$ 29,698,197	\$ 25,794,734	15.1%	\$ 52,148,692
Expenditures				
Fuel (4)	\$ 309,816	\$ 671,826	-53.9%	\$ 1,092,661
Transit (4)	\$ 15,840,196	\$ 17,232,479	-8.1%	\$ 28,979,566
Trails & Corridor Mgmt	\$ 333,846	\$ 325,665	2.5%	\$ 612,133
Capital	\$ 2,627,061	\$ 2,612,162	0.6%	\$ 22,990,877
Debt service	\$ 502,979	\$ 502,978	0.0%	\$ 1,569,123
Total Expenditures	\$ 19,613,897	\$ 21,345,109	-8.1%	\$ 55,244,360
Other Financing Sources/Uses				
Other financing sources	\$ -	\$ -	#DIV/0!	\$ 8,325,000
Other financing uses	\$ (1,687,830)	\$ (1,687,830)	0.0%	\$ (3,179,564)
Total Other Financing Sources/Uses	\$ (1,687,830)	\$ (1,687,830)	0.0%	\$ 5,145,436
Change in Fund Balance (5)	\$ 8,396,469	\$ 2,761,795	204.0%	\$ 2,049,768

(1) Timing issue, as Sales and Use tax revenue is received 2 months in arrears (i.e. May sales tax is recorded in July).

(2) Includes \$5M of CARES Act funding received of RFTA’s initial Phase 1 apportionment of \$5.2M.

(3) Through July, fare revenue and ridership are lower by 58% and 51%, respectively, compared to the prior year. Due to the COVID-19 pandemic’s impact to the regional economy, ridership has decreased and fare revenues have significantly dropped with the temporary suspension of fare enforcement from the end of March through July. Social distancing measures had reduced the maximum capacity to 15 passengers on a transit bus. Over the course of the year, the timing of bulk pass orders by outlets and businesses can affect the % change. Spring/Summer/Fall seasonal zone pass sales usually occur in April but were delayed until July. Furthermore, the start of the Maroon Bells Bus Tour was delayed from early June to June 28, which marked the first day of operations with the new reservation system which limits the daily ride to approximately 435. The chart below provides a YTD July 2019/2020 comparison of actual fare revenues and ridership on RFTA fare services:

Fare Revenue:	YTD 7/2019	YTD 7/2020	Increase/ (Decrease)	% Change
Regional Fares	\$ 2,641,746	\$ 1,034,200	\$ (1,607,546)	-61%
Maroon Bells	\$ 245,671	\$ 192,199	\$ (53,472)	-22%
Total Fare Revenue	\$ 2,887,417	\$ 1,226,399	\$ (1,661,018)	-58%
Ridership on RFTA Regional Services*:	YTD 7/2019	YTD 7/2020	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	531,865	292,466	(239,399)	-45%
BRT	613,244	292,632	(320,612)	-52%
Carbondale Shuttle	90,760	33,135	(57,625)	-63%
SM-DV	55,675	32,672	(23,003)	-41%
SM-INT	124,937	46,796	(78,141)	-63%
Grand Hogback	61,436	42,687	(18,749)	-31%
Maroon Bells	94,797	30,813	(63,984)	-67%
Total Ridership on RFTA Fare Services	1,572,714	771,201	(801,513)	-51%
Avg. Fare/Ride	\$ 1.79	\$ 1.40	\$ (0.39)	-22%
Avg. Fare/Ride MB	\$ 2.59	\$ 6.24	\$ 3.65	141%

* Excludes Aspen-Snowmass Regional service which is fare-free due to EOTC contributions.

(4) Includes \$476,495 of Excise Tax Credits received for the CNG usage over the 2018-2019 period which offsets the current year's fuel expenditure. In response to the sharp decline in ridership and demand for services due to COVID-19 impacts, the following service changes were implemented: Phase 1 on March 16, Phase 2 on March 23, Phase 3 on March 30, Phase 4 on May 10, and Phase 5 on June 28. Reduced services contribute to lower fuel and transit costs. Through July, transit service mileage and hours are down approximately 21% and 19% from the original budget.

(5) With the unprecedented impacts due to the COVID-19 pandemic affecting our regional economy and service levels, there are many unknowns and staff continues to monitor revenues and expenditures and has developed preliminary projections that will be updated as new information becomes available.

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage July 2020 YTD				Hours July 2020 YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	2,061,493	2,520,579	(459,086)	-18.2%	99,642	114,499	(14,857)	-13.0%
City of Aspen	275,318	345,177	(69,859)	-20.2%	29,931	39,239	(9,308)	-23.7%
Aspen Skiing Company	156,125	235,865	(79,740)	-33.8%	11,582	15,514	(3,932)	-25.3%
Ride Glenwood Springs	53,450	69,554	(16,104)	-23.2%	4,420	5,745	(1,324)	-23.1%
Grand Hogback	173,687	250,787	(77,100)	-30.7%	8,289	12,169	(3,879)	-31.9%
Specials/Charters	9,816	7,701	2,115	27.5%	663	675	(13)	-1.9%
Senior Van	5,265	14,253	(8,988)	-63.1%	559	1,315	(756)	-57.5%
MAA Burlingame	-	17,169	(17,169)	-100.0%	-	1,234	(1,234)	-100.0%
Maroon Bells	25,238	33,707	(8,469)	-25.1%	1,809	2,768	(958)	-34.6%
Total	2,760,392	3,494,792	(734,400)	-21.0%	156,896	193,157	(36,261)	-18.8%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report

Service	Jul-19 YTD	Jul-20 YTD	# Variance	% Variance
City of Aspen	952,626	465,553	(487,073)	-51.13%
RF Valley Commuter	1,675,471	848,280	(827,191)	-49.37%
Grand Hogback	61,436	42,687	(18,749)	-30.52%
Aspen Skiing Company	471,717	326,362	(145,355)	-30.81%
Ride Glenwood Springs	96,949	57,607	(39,342)	-40.58%
X-games/Charter	36,163	32,756	(3,407)	-9.42%
Senior Van	2,325	1,113	(1,212)	-52.13%
MAA Burlingame	39,790	-	(39,790)	-100.00%
Maroon Bells	94,797	30,813	(63,984)	-67.50%
GAB Transit Mitigation Svcs.	-	-	-	N/A
Total	3,431,274	1,805,171	(1,626,103)	-47.39%

Subset of Roaring Fork Valley Commuter Service with BRT in 2019

Service	YTD Jun 2019	YTD Jun 2020	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	531,865	292,466	(239,399)	-45%
BRT	613,244	292,632	(320,612)	-52%
Total	1,145,109	585,098	(560,011)	-49%

2021 RFTA Annual Budget – Preliminary Schedule

Date	Activity	Status
8/13/2020	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	<i>Completed</i>
9/10/2020	Presentation/Direction/Action: 1 st draft budget presentation	<i>On schedule</i>
10/8/2020	Presentation/Direction/Action: 2 nd draft budget presentation	<i>On schedule</i>
11/12/2020	Presentation/Direction/Action: 3 rd draft budget presentation	<i>On schedule</i>
12/10/2020	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 	<i>On Schedule</i>

2020 Bus Purchases – Update

The original 2020 budget includes 5 expansion transit buses and 10 replacement transit buses which were both assumed to be purchased using lease proceeds of approximately \$8.3 million through separate capital lease/purchase. Supplemental budget appropriation resolution 2020-21 adjusts the 2020 budget accordingly.

The 5 expansion buses are anticipated to be delivered around late November or early December 2020 and staff will utilize RFTA’s existing Master Equipment Lease/Purchase Agreement (MELPA) with Banc of America Public Capital Corp. (BAPCC) established on November 17, 2016 after completing RFTA’s solicitation for capital lease/purchase financing for buses at that time. Staff verified with RFTA’s bond counsel, Kutak Rock, that the process for the lease/purchase of the 5 expansion buses should be considerably more streamlined because of the already negotiated MELPA. Staff is working with BAPCC and bond counsel to prepare the

necessary documents, which includes a new Board resolution approving them. Staff anticipates that the resolution will be presented to the RFTA Board at the October or November Board meeting.

The 10 replacement buses are anticipated to be delivered around March of 2021. Since the budget was adopted staff has secured multiple capital grants to cover 9 of the 10 buses at 80%. Staff will plan to purchase the 10th bus using lease proceeds through a capital lease/purchase arrangement utilizing the MELPA and will consider including this with the 5 buses mentioned above or having a separate lease/purchase.

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

Facilities and Bus Stop Maintenance September 10, 2020 Capital Projects Update

Projects currently under construction:

1. AMF fuel farm replacement. The installation of the new tanks, piping and monitoring software is going well and the tanks have been set and the trenches back filled. The piping, dispensers and the construction of the canopy are also moving forward. The project is still on schedule and on budget.
2. The implementation of the “Text Mark” SMS system to replace the post up schedules at each bus station has been pushed back to the end of October. Sorting out the intricacies of the RFTA bus system and insuring that the information on the signs will be accurate has proven more challenging than staff anticipated. However, staff has made good progress on the project in the last two weeks and staff expects the system to go live by the end of October.
3. Highway 82 bus stop improvements. The majority of the work on this project has been completed and staff is waiting for the new bus shelters to be delivered and the components for the wind screens to be fabricated so that the project can be completed.
4. All of the exterior bus stop benches have been refinished and are back out at the stations. The two new prototype benches intended to test a new benches design and two low maintenance materials have been installed at the up valley Willits station. The interior benches at Carbondale and Willits have been refinished and VR cabinet’s anticipates completing the project by the end of September.
5. The Rio Grande Trail maintenance project is complete with the exception of the rock fall mitigation which is scheduled for October when traffic on the trail is minimal.
6. The demolition of the MOC building in Glenwood Spring has been awarded to American Demolition Inc. and work will begin late in the fall and proceed through the winter. The site will be cleared by spring of 2021.

Facilities construction projects budgeted for 2020

1. AMF phase 9, fuel farm replacement. Under construction.
2. Upgrades to the AMF BAS/HVAC system to accommodate CNG buses. On hold.
3. GMF phase 2 expansion of services bays and office space. Being reevaluated
4. The demolition of the GWS MOC. Bid awarded.
5. Rio Grande trail improvements. Under construction.
6. Design of an improved Rio Grande Trail head adjacent to the Rosebud Cemetery. Design underway
7. Upgrades to 5-bus stops in the Highway 82 corridor and the construction of bus shelters at the intersection of JW and El Jebel road in El Jebel. Under Construction.
8. The construction of windbreaks at the up valley Basalt and Brush Creek shelters. Under Construction.
9. Development of a master plan for the CMF property to replace the Carbondale RFTA housing. On hold.
10. An asphalt maintenance program for RFTA owned parking facilities. Completed.

11. Repair the siding and soffit at selected sections of the Parker House apartments. On hold
12. Perform a structural inspection of the bridges along the Rio Grande trail. Underway.
13. Refinish the outside benches at the BRT stations. Underway.

Facilities projects completed to in 2020:

1. Replacement of the EV car chargers in Carbondale and New Castle.
2. Asphalt repair and maintenance project.
3. Replacement of the carpet in the administration area of the AMF.
4. Asphalt sweeping stripping and crack sealing.
5. Structural inspection of the bridges along the Rio Grande Trail

Construction projects currently in the design process:

1. Rosebud cometary improvements.
2. Rio Grande Trail bridge repairs at Wingo.
3. 27th street grade-separated pedestrian underpass.

**Facilities, Rail Corridor & Trail Update
RFTA Railroad Corridor**

Right-of-Way Land Management Project:

Along with its legal and engineering consultants, RFTA staff is and will be working on the following tasks in 2020:

- 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. (Ongoing)
- **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)
- **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 is currently working through an fgrow section and plans to begin surveying as soon as the RFV is past the COVID closure.(Ongoing)



Rio Grande Trail Update

- Staff is busy as ever out on the trail!
 - ❖ The Trail staff is working hard to give trail users a great experience.
 - ❖ We are somewhat limited in our mowing abilities with the fire danger, but we are still working diligently to provide clear shoulders and sightlines.
 - ❖ Staff has been out sweeping, debris blowing, cleaning up trailheads, cleaning the restrooms, etc. to make sure the trail is safe and clean.
 - ❖ Staff has been pulling weeds to eliminate the seeds from spreading.
- Staff is coordinating with Canyon Excavating, contractor for the 2020 Rio Grande Trail Repair/Maintenance Project. Crews cleared/grubbed the shoulders of the trail from 27th St (GWS) up to Buffalo Valley. Crews have installed root barrier and have been repairing/patching asphalt. The Scope of Work includes asphalt repair, culvert cleaning, installing root barrier, clearing/grubbing, tree trimming, and some rock fall mitigation work is a possibility.
 - ❖ A crack sealing project (different contract) will also be starting in the Fall of 2020.
- Garfield County Road and Bridge crews have completed their portion of the Riverview Trail. This is a “safe routes to school project” that will connect CR 109 and the Westbank area up to the Rio Grande Trail, and then over to the Riverview Connection, and down to the school.
 - ❖ The Thompson Glen Ditch has been leaking in the area and causing issues for the construction crews and adding time and expense to the project as they try to mitigate the water
- Staff hired DHM to perform a vegetation analysis and to put together a revegetation plan for portion 2 of 3 in 2020.
 - ❖ RFTA staff is working to reseed/revveg the 4 priority areas identified in phase 1.
- Staff continues working with Carbondale Arts to beautify the corridor through Carbondale, called the Rio Grande ArtWay.
- Staff is trying to find spare time to construct new trailhead kiosks. One goal with the new kiosks is to display the RFTA Right of Way, in an attempt to educate trail users where public/private property boundaries are in the real world.
 - ❖ The first kiosk update is planned for the Satank Bridge/CR 106 and the Rio Grande Trail intersection. However, a dispute with a neighbor has stalled the project (again).
- Staff is grant hunting...trying to find money for 2021 projects. We feel we have a strong project aligned with Colorado Parks and Wildlife Non-Motorized Trail Grant Program at the Rosebud Cemetery Trail Head, but the project would require RFTA to provide a \$412,000 local match. Given that 2021 is promising to be a challenging budget year, the project and grant application may be deferred.