

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

TIME: 8:30 a.m. – 11:45 a.m., Thursday, October 12, 2017

Usual Location: Town Hall (Room 1), 511 Colorado, Carbondale, CO

(This Agenda may change before the meeting.)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	8:30 a.m.
2	Executive Session: Paul Taddune, General Counsel: One Matter: Pursuant to C.R.S. 24-6-402 (4)(e)(l); determining positions that may be subject to negotiations: developing strategy for negotiations and instructing negotiators; and 24-6-402 (4)(a); the purchase, acquisition, lease, transfer, or sale of any real, personal or other property interests: Glenwood Springs 8 th Street IGA/Easement Amendments		Executive Session	8:31 a.m.
3	Approval of Minutes: RFTA Board Meeting, September 14, 2017, page 3		Approve	9:15 a.m.
4	Public Comment: Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person)		Public Input	9:20 a.m.
5	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	9:30 a.m.
6	Consent Agenda:	2.8.11	Approve	9:40 a.m.
	A. Resolution 2017-10: Authorization to Submit Application for USDOT TIGER IX Grant for the RFTA Regional Transit Center (GMF) – David Johnson, Director of Planning, page 7			
	B. Authorization for RFTA Chair to Sign Letter of Support for Glenwood Springs' TIGER Grant Application – Dan Blankenship, CEO, page 10			
	C. Great Outdoors Colorado/Department of Natural Resources Grant Local Match Authorization – Dan Blankenship, CEO, p. 14			
	D. Aspen River Valley Ranch Lot B North & Lot 8B South– Bargain & Sale Deed Exchange – Angela Henderson, Assistant Director of Project Management and Facilities Operations, page 15	2.3.7		
	E. Authorization for RFTA to Provide Local Grant Match for a Great Outdoors Colorado Planning Grant Application Being Submitted by the Town of Carbondale – Jason White, Assistant Planner, page 19			
7	Presentation/Action Items:			
	A. Presentation of Second Draft of 2018 RFTA Budget – Michael Yang, CFAO, page 21	4.2.5	Discussion/ Direction	9:45 a.m.
	B. Glenwood Springs 8 th Street IGA/Easement Amendments – Dan Blankenship, CEO, page 38	1.1.C	Discussion/ Direction	10:15 a.m.
	C. ITSP – Board Retreat Follow-Up – Ralph Trapani, PTG, pg. 40	4.2.5	Discussion/ Direction	10:45 a.m.
	(Agenda Continued on Next Page)			

	Agenda Item	Policy	Purpose	Est. Time
8	Public Hearing:			
	A. Resolution 2017-11: 2017 Supplemental Budget Appropriation Resolution - Michael Yang, CFAO, page 42	4.2.5	Approve	11:20 a.m.
	B. Second Reading (Continuance): Rio Grande Railroad Corridor Access Control Plan Update – Dan Blankenship, CEO and Angela Henderson, Assistant Director of Project Management and Facilities Operations, page 51	1.1	Continue	11:30 a.m.
9	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 55	2.8.6	FYI	11:35 a.m.
10	Issues to be Considered at Next Meeting:			
	To Be Determined at October 12, 2017 Meeting	4.3	Meeting Planning	11:40 a.m.
11	Next Meeting: 8:30 a.m. – 11:30 a.m., November 9, 2017 at Carbondale Town Hall	4.3	Meeting Planning	11:42 a.m.
12	Adjournment:		Adjourn	11:45 a.m.

Mission/Vision Statement:

“RFTA pursues excellence and innovation in providing preferred transportation choices that connect and support vibrant communities.”

Values Statements:

- ✓ **Safe** – Safety is RFTA’s highest priority.
- ✓ **Accountable** – RFTA will be financially sustainable and accountable to the public, its users, and its employees.
- ✓ **Affordable** – RFTA will offer affordable and competitive transportation options.
- ✓ **Convenient** – RFTA’s programs and services will be convenient and easy to use.
- ✓ **Dependable** – RFTA will meet the public’s expectations for quality and reliability of services and facilities.
- ✓ **Efficient** – RFTA will be agile and efficient in management, operations and use of resources.
- ✓ **Sustainable** – RFTA will be environmentally responsible.

**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
September 14, 2017**

Board Members Present:

George Newman-Chair (Pitkin County); Mike Gamba-Vice Chair (City of Glenwood Springs); Dan Richardson (Town of Carbondale); Jeanne McQueeney (Eagle County); Jacque Whitsitt (Town of Basalt); Art Riddile (Town of New Castle); Steve Skadron (City of Aspen)

Voting Alternates Present:

Alyssa Shenk (Town of Snowmass Village)

Non-Voting Alternates Present:

Greg Poschman (Pitkin County); Greg Russi (Town of New Castle); Ben Bohmfalk (Town of Carbondale); Ann Mullins (City of Aspen);

Staff Present:

Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial and Administrative Officer (CFAO); Nicole Schoon, Secretary to the Board of Directors; Angela Henderson, Dina Farnell, Maura Masters, Mike Hermes, and Jason White, Facilities & Trails Department; Paul Hamilton and Brittany Dreher, Finance Department; Tammy Sommerfeld, Procurement Department; Kent Blackmer and John Hocker, Directors of Operations; Phil Schultz, Director of Information Technology; Kenny Osier, Director of Vehicle Maintenance; David Johnson, Director of Planning

Visitors Present:

Andrea Palm-Porter (Roaring Fork Center for Community Leadership); Ralph Trapani, Joe Kracum, Jen Leifheit and Emily Kushto (Parsons); Bill Ray (WR Communications Inc.); Tanya Allen, Transportation Manager (City of Glenwood Springs); John Krueger (City of Aspen); Mary Logan and Emzy Veazy III (Citizens); Dave Peckler (Town of Snowmass Village)

Agenda

1. Roll Call:

George Newman called the RFTA Board of Directors to order at 8:30 a.m.

Newman declared a quorum to be present (8 member jurisdictions present) and the meeting began at 8:31 a.m.

2. Approval of Minutes:

Dan Richardson moved to approve the minutes of the August 10, 2017 Board Meeting and Mike Gamba seconded the motion. The motion was unanimously approved.

3. Public Comment:

Newman asked if any member of the public would like to address the Board or make a comment.

Emzy Veazy III expressed his opinion that advertising on the buses would offer increased capital for RFTA.

Newman closed Public Comments at 8:33 a.m.

4. Items Added to Agenda – Board Member Comments:

Newman asked if there were any items that needed to be added to the meeting agenda.

There were no items added to the meeting agenda.

Newman next asked if any Board member had comments or questions regarding issues not on the meeting agenda.

Jacque Whitsitt commented that RFTA staff has been extremely helpful and supportive during the GAB project. She stated that individuals riding the bus during GAB have been impressed by the reliability of services and courteousness of drivers.

George Newman closed Board Comments at 8:35 a.m.

5. Consent Agenda:

A. RFTA Participation in Maroon Creek Corridor Transportation Study – David Johnson, Director of Planning

Dan Blankenship stated that the United States Forest Service (USFS) is proposing to conduct a Maroon Creek Corridor Transportation Study to help address concerns regarding traffic congestion, safety, and the visitor experience in the Maroon Creek Corridor. The study is intended to make recommendations that will help to reduce traffic volumes and congestion, improve the visitor experience, enhance multimodal safety, reduce conflicts between cyclists, pedestrians, and motorists, and reduce emissions and noise.

The USFS has estimated that the study will cost approximately \$120,000 and has met with stakeholders including, Pitkin County, the City of Aspen, Aspen Ski Company, and RFTA. Contributors to the study are the USFS contributing \$35,000, and Pitkin County contributing \$50,000. The USFS has requested that RFTA consider a contribution of \$15,000 to help conduct the study.

Whitsitt moved to approve RFTA Participation in Maroon Creek Corridor Transportation Study and Richardson seconded the motion. The motion was unanimously approved.

6. Presentation/Action Items:

A. Presentation of First Draft of 2018 RFTA Budget – Michael Yang, CFAO

Michael Yang briefly detailed the First Draft of RFTA's 2018 Budget, including services, challenges, and opportunities, estimated revenue, other financial sources and uses, staffing, goals, and fund balance and operating reserves.

Service updates: 13,000 less transit hours or a 4% decrease from the 2017 budget, 140,000 less transit miles or a 3% decrease from 2017 budget. This does not include a budget for potential Hanging Lake Shuttle services.

Challenges and opportunities updates: The preliminary sales tax revenue estimate, which is RFTA's primary funding mechanism, is approximately 2% above the 2017 forecast, and the use tax revenue shows an approximate 40% decrease from the 2017 forecast. Transit fuel prices fluctuate, therefore RFTA obtained a fixed-price transit diesel and gasoline fuel contract, and approximately 95% of the 2018 transit fuel requirement has been locked. An increase of approximately 8% for health care costs has been budgeted. RFTA's compensation package, including wages, incentive programs, benefit

enhancements, and employee housing options is being reviewed and refined. The Collective Bargaining Unit contract will be ready for renegotiation for fiscal year 2019. A funding strategy for short- and long-term capital needs is continuing to be developed.

The estimated revenue update included dedicated taxes collected from member jurisdictions. Preliminary estimates for each jurisdiction are: 2.0% - Town of Carbondale, City of Glenwood Springs, and Eagle County; 2.4% - Pitkin County; 2.5% - Town of Basalt; 3.0% - City of Aspen, Town of New Castle, and Town of Snowmass Village. Service contract revenues are billed monthly and are based on miles and hours by route. RFTA service contract agreements include Aspen Skiing Company, the City of Aspen, the City of Glenwood Springs, and Garfield County (Traveler Program). Operating revenue includes transit fares collected on regional routes and the Maroon Bells' service. Fare revenue is estimated to increase by 2% due to anticipated ridership increases. RFTA is not planning an increase in fares for the 2018 fiscal year.

Operating and capital grant revenue are obtained from the Federal Transit Administration (FTA) and the Colorado Department of Transportation (CDOT). Generally RFTA receives operating funds from FTA Section 5311 operating grant funds and CDOT FASTER operating grant funds. RFTA staff will be seeking capital grant funds for various capital needs. Local government contributions include the Elected Officials Transportation Committee (EOTC), which provides funding for the no-fare Aspen/Snowmass transit services, and Garfield County and the City of Rifle's funding for the Grand Hogback service. Other income consists of employee housing rental revenue, vehicle registration fees, and credits from interest paid on the Series 2009B Building America Bonds and Series 2012A and 2013A Qualified Energy Conservation Bonds from the Federal Government.

Compensation adjustments include a compensation review which will contain a placeholder budget of approximately \$230,000. An increase of approximately \$355,000 for the Collective Bargaining Unit for a scheduled pay increase as per their contract. A merit increase of up to 4% or \$258,000, effective at each employee's next performance review date.

RFTA received Request for Funding Applications from three (3) organizations, i.e. WE-Cycle requested \$100,000; Garfield Clean Energy (GCE) requested \$30,000; and Northwest Colorado Council of Governments requested \$4,000. The Capital outlay budget of approximately \$964,000 includes; engine and transmission rebuilds, facility and trail improvements, and IT equipment.

Other financial sources and uses includes a transfer of approximately \$422,000 of current funds to operate and maintain the BRT stations and park and rides and other stops; a transfer of approximately \$166,000 to contribute to the Traveler Program; and a transfer of approximately \$2.3 million to fund current debt service payments on bonds from 2009, 2012 and 2013.

Staffing includes a decrease of full-time employees from 307.4 in 2017 to 305.6 in 2018 due to the GAB re-opening in 2018.

Goals include the continued support of WE-cycle and completion of the updated Rio Grande Railroad Corridor Comprehensive Plan. Bus refurbishments and replacements were not reflected in the draft budget.

The ending fund balance is \$22.011 million and includes revenues, expenditures, other financing source/use, and the change in net assets. Composition of the ending fund balance is: non-spendable fund balance, restricted fund balance, committed fund balance (operating reserves, facilities capital reserves, transit capital reserves, and trails capital reserves) and unassigned fund balance.

7. Information/Updates:

A. CEO Report – Dan Blankenship, CEO

There was no discussion of the CEO report.

8. Issues to be Considered at Next Meeting:

9. Next Meeting: 8:30 a.m. – 12:00 p.m., October 12, 2017 at Carbondale Town Hall, 511 Colorado Avenue.

10. Adjournment:

The Board meeting adjourned at 8:47 a.m.

The RFTA Board of Directors Strategic Retreat came to order at 8:48 a.m.

The RFTA Board of Directors Strategic Retreat adjourned at 12:12 p.m.

Respectfully Submitted:

Nicole R. Schoon

Secretary to the RFTA Board of Directors

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

Meeting Date:	October 12, 2017
Agenda Item:	Resolution 2017-10: Authorization to Submit Application for USDOT TIGER IX Grant for Renovation and Expansion of the GMF, Regional Transit Center (RTC)
POLICY #	2.8.11 Board Awareness & Support
Strategic Goal:	Facilities: Complete the GMF Expansion Plan (Regional Transit Center), including the design criteria and phasing plans that can adapt to incremental funding plans.
Presented By:	David Johnson, Director of Planning
Recommendation:	Approve Resolution 2017-10
Core Issues:	<ul style="list-style-type: none"> • In September 2017, the USDOT issued a Notice of Funding Opportunity for \$500 million, under the Consolidated Appropriations Act, 2017. This appropriation stems from the program funded and implemented pursuant to the American Recovery and Reinvestment Act of 2009 (the “Recovery Act”) known as the Transportation Investment Generating Economic Recovery, or “TIGER Discretionary Grants,” program. • Funds for the FY 2017 TIGER program (“TIGER FY 2017”) will be awarded on a competitive basis for projects that will have a significant impact on the Nation, a metropolitan area, or a region. • This project will increase site capacity from approximately 42 buses to 106 buses, and create secure, climate controlled storage for 60 buses. The project will also significantly increase other maintenance, operations and administrative capabilities and efficiencies. • RFTA is submitting a grant proposal for \$30.9 million to renovate and expand the GMF, and create a Regional Transit Center (RTC). Of that amount, the proposed Federal share is \$20.9 million and the local RFTA share is \$10 million. • RFTA’s local match would be derived from \$7 million in remaining 2008 voter-approved bonding authority, and \$3 million in reserve funds. • A resolution committing the local match, if the grant is awarded, is required as part of the application submittal.
Policy Implications:	RFTA Board Governing Policy 2.8.11 states, “The CEO may not fail to supply for the Board’s consent agenda, along with applicable monitoring information, all decisions delegated to the CEO yet required by law, regulation or contract to be Board-approved.”
Fiscal Implications:	If the \$20,898,689 TIGER IX grant is awarded, RFTA will be required to provide \$10,000,000 in local match.
Attachments:	Yes, please see Resolution 2017-10, attached below.

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2017-10**

**Resolution of Authorization to Submit Application for United States Department of Transportation
(USDOT) TIGER IX Grant for the RFTA Regional Transit Center (GMF)**

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

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

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

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

WHEREAS, RFTA has submitted a Grant Application for **Construction of the RFTA Regional Transit Center**, requesting a total award of **\$20,898,689**, with a local match commitment of up to \$10,000,000 (using a combination of existing bonding authority and capital reserves), depending upon the final grant award.

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

1. The above recitals are hereby incorporated as findings by the RFTA Board of Directors.
2. The RFTA Board of Directors strongly supports the Grant Application submitted by RFTA and it will appropriate matching funds for a grant with the USDOT, if awarded.
3. If the grant is awarded, the RFTA Board of Directors strongly supports the completion of the project.
4. The Board of Directors of RFTA authorizes the expenditure of funds necessary to meet the terms and obligations of any grant awarded pursuant to a Grant Agreement with the USDOT.
5. The RTC facility will be owned by RFTA and will be maintained and operated by RFTA for the next 30 years. The RFTA Board of Directors will continue to maintain the facility in a State of Good Repair and will appropriate funds on an annual basis for routine maintenance.
6. If a grant is awarded, the RFTA Board of Directors hereby authorizes the CEO to execute a Grant Agreement with the USDOT.

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INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 12th day of October 2017.

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

By: _____
George Newman, 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 October 12, 2017; (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 12th day of October, 2017.

Nicole R. Schoon, Secretary to the Board

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

Meeting Date:	October 12, 2017
Agenda Item:	Authorization for RFTA Chair to Sign Letter of Support for Glenwood Springs’ TIGER Grant Application
Policy #	2.8.11 Board Awareness & Support
Strategic Goal:	Planning: To work creatively, cooperatively, and comprehensively with public, private, and non-profit partners to create healthy and vibrant communities
Presented By:	Dan Blankenship, CEO
Recommendation:	Authorize RFTA Chair to sign Letter of Support.
Core Issues:	<ul style="list-style-type: none"> • The City of Glenwood Springs is planning to submit a grant application for TIGER IX funding. • If awarded, the TIGER IX funding will be used to make improvements related to the Confluence Connection Project. • Currently, the temporary 8th Street detour constructed by CDOT lacks sidewalks, other infrastructure and landscaping that the City would like to install. TIGER grant funding, if awarded, will be used to fund these improvements, assuming the RFTA Board approves the City’s request to amend the 8th St. IGA and Easement to allow the current 8th Street configuration to remain in place until freight rail is reactivated.
Policy Implications:	RFTA Board Governing Policy 2.8.11 states, “The CEO may not fail to supply for the Board’s consent agenda, along with applicable monitoring information, all decisions delegated to the CEO yet required by law, regulation or contract to be Board-approved.”
Fiscal Implications:	None.
Attachments:	Yes, please see Confluence Connection Project briefing sheet and Letter of Support attached below.

CONFLUENCE CONNECTION PROJECT

Glenwood Springs Seeks to Enhance Safety, Connectivity, & Mobility in Key Downtown Redevelopment Area

The City of Glenwood Springs, Colorado, in partnership with the Downtown Development Authority, the Roaring Fork Transportation Authority (RFTA), the Union Pacific Railroad, and the Colorado Department of Transportation (CDOT), seeks U.S. Department of Transportation TIGER funding to support the “Confluence Connection Project.” Glenwood Springs and the Roaring Fork Valley are key to Colorado's tourism and overall economy. The Confluence Connection Project will provide critical infrastructure upgrades that improve regional connectivity and benefit the tourism and outdoor recreation industry throughout the state.



Glenwood Springs is on the cusp of realizing a decades-old vision for revitalizing the underutilized brownfield area at the confluence of the Roaring Fork and Colorado Rivers. In January, Glenwood Springs received a U.S. Environmental Protection Agency Brownfields Area-Wide Planning grant to undertake the market assessment, land use designs, leveraging strategies, and community engagement necessary to propel major redevelopment of several catalytic riverfront parcels surrounding the Confluence. However, a gap in transportation infrastructure supporting the Confluence area poses a barrier to redevelopment efforts and major disconnect in the transportation network connecting key transportation facilities, civic hubs, and neighborhoods. Facilitating economic development at the Confluence will require addressing this broken transportation link, which interferes with connectivity and safety of residents and visitors.

The Confluence Connection project will extend Eighth (8th) Street, where the civic complex (City Hall, county buildings, courts) and other key entities are located, to connect with the bridge that provides access to the downtown for the economically distressed neighborhoods on the western side of the Roaring Fork River. This 8th Street Connector will build upon \$1.7 million in bridge and streetscape investment by Glenwood Springs and CDOT taking place now in the downtown area as part of the Grand Avenue Bridge replacement project. This project will:

- Enhance the efficiency and accessibility of Bus Transit operations;
- Connect a regional multiuse pathway into downtown bicycle and pedestrian networks;
- Improve safety of the rail/pedestrian interface;
- Provide a more direct route for emergency service response; and,
- Enable the planned brownfields redevelopment of the Confluence area, which is envisioned to include much-needed housing, regionally significant outdoor tourism amenities, stormwater management infrastructure, and riverfront recreational access.

Please join Glenwood Springs in implementing practical solutions to enhance connectivity, drive economic development, and improve safety at the Confluence.

CONTACT: Debra Figueroa, Glenwood Springs City Manager at (970) 384-6401 or debra.figueroa@cogs.us or consultant Ashley Badesch at (202) 261-9883 or Ashley.Badesch@StrategiesDC.com



October 12, 2017

The Honorable Elaine Chao
Secretary
U.S. Department of Transportation
1200 New Jersey Ave, SE
Washington, DC 20590
United States

RE: The Roaring Fork Transportation Authority (RFTA) supports the Confluence Connection Project

Dear Secretary Chao:

I am writing to express RFTA's support for the City of Glenwood Springs' application to the U.S. Department of Transportation (DOT) Transportation Investment Generating Economic Recovery (TIGER) grant program to help fund the "Confluence Connection Project." The Confluence Connection Project will address a broken transportation link that creates barriers to safety, connectivity, and economic vitality at the confluence of the Roaring Fork and Colorado Rivers in the rural, mountain community of Glenwood Springs, Colorado. The project will extend Eighth (8th) Street, where the civic complex (City Hall, county buildings, courts) and other key entities are located, to connect with the bridge that provides access to the downtown for distressed neighborhoods on the western side of the Roaring Fork River.

RFTA provides an array of public transit services in this region, which extends from Rifle to Glenwood Springs in the I-70 corridor, and from Glenwood Springs to Aspen/Snowmass Village in the State Highway 82 corridor. RFTA is Colorado's second largest transit system and it was the first rural transit agency in the nation to implement a Bus Rapid Transit system, *VelociRFTA*. RFTA provides over 5 million passenger trips annually, with a staff of 350 employees during the peak winter season, and a fleet of over 100 transit vehicles. RFTA has an annual operating budget of approximately \$32 million.

The City of Glenwood Springs is one of the eight member jurisdictions that comprise RFTA. RFTA and the City have a long history of collaboration on numerous projects, and one of RFTA's major maintenance facilities is located in Glenwood Springs. To access its maintenance facility, RFTA bus routes travel on portions of 8th Street, and the Confluence Connection Project will make RFTA's routing more efficient and direct.

Geographically, Glenwood Springs is partitioned by two rivers, two railroad corridors, a State highway, and an Interstate highway. This makes it very challenging to travel conveniently around the city. That is why the improved connectivity provided by the Confluence Connection Project is greatly needed. RFTA supports the Confluence Connection Project because it will enhance the efficiency and accessibility of bus transit operations and connect a regional multiuse pathway into the downtown bicycle and pedestrian networks.

RFTA will be engaged with the Confluence Connection Project moving forward. Currently, the City and RFTA are in preliminary discussions about a potential BRT station in the confluence area. RFTA also has Project Management capability and extensive experience managing Federal Transit Administration grants and can offer technical assistance to the City in this regard.

Please give the Confluence Connection Project the highest consideration. Thank you.

Sincerely,

George Newman, Chair
Roaring Fork Transportation Authority

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

Meeting Date:	October 12, 2017
Agenda Item:	Great Outdoors Colorado/Department of Natural Resources Grant Local Match Authorization
Policy #	2.8.11 Board Awareness & Support
Strategic Goal:	Planning: To work creatively, cooperatively, and comprehensively with public, private, and non-profit partners to create healthy and vibrant communities
Presented By:	Dan Blankenship, CEO
Recommendation:	Authorize RFTA to commit \$10,000 in local match for a Great Outdoors Colorado/Department of Natural Resources Planning Grant.
Core Issues:	<ul style="list-style-type: none"> • LOVA and the Town of New Castle are submitting a grant application to Great Outdoors Colorado and Department of Natural Resources to plan the construction of a segment of the LOVA Trail between New Castle and Canyon Creek. • LOVA and the Town will be seeking other grant partners to help supply match for the grant request, which may exceed \$100,000 in total. • Development of the LOVA Trail is a high priority for RFTA members, Glenwood Springs and New Castle. • If awarded, RFTA would need to remit its \$10,000 commitment sometime during 2018. Pending Board authorization, this amount has been included in the 2nd draft of the 2018 RFTA budget. • If the grant is not awarded, no RFTA expenditure will be necessary. • RFTA Board authorization is being requested so that the RFTA local match commitment can be referenced in the grant application, which will be submitted in the near future.
Policy Implications:	RFTA Board Governing Policy 2.8.11 states, “The CEO may not fail to supply for the Board’s consent agenda, along with applicable monitoring information, all decisions delegated to the CEO yet required by law, regulation or contract to be Board-approved.”
Fiscal Implications:	If the grant is awarded, RFTA will expend \$10,000 for local match in 2018.
Attachments:	No.

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

Meeting Date:	10/12/2017
Agenda Item:	Aspen River Valley Ranch Lot B North & Lot 8B South– Bargain & Sale Deed Exchange
Policy #:	2.3.7: Financial Condition and Activities
Strategic Goal:	Continue to monitor and participate in all municipality development projects that may impact the Rio Grande Railroad Corridor and Rio Grande Trail
Presented By:	Angela M. Henderson – Assistant Director, Project Management & Facilities Operations
Recommendation:	Approve the attached Bargain and Sale Deed (attached below) and legal description, and associated documents, subject to approval as to form by Paul Taddune, General Counsel.
Core Issues:	<ul style="list-style-type: none"> • Pitkin County has a subdivision in Woody Creek that has a few lots bisected by the RFTA Railroad Corridor. Some of the individual lot owners consider the lots bisected by the Railroad Corridor to be two separate lots and have been attempting to sell the lots. • The County did not intend that the lots be considered two separate lots and does not want to allow for additional development on each separate lot. The County is now attempting to establish a policy for future subdivisions involving parcels being bisected by the Railroad Corridor. • As a part of the discussion regarding the subdivision, the County attorney and the property owner had questions regarding the underlying fee ownership of the Railroad Corridor. To help resolve the questions, and facilitate the ability to sell one of the bisected parcels, the property owner offered to convey a Bargain and Sale deed to RFTA, to make it clear that RFTA owns the corridor in fee adjacent to the bisected parcels. • The County asked RFTA if it would accept a Bargain & Sale deed from this property owner, because it wants to assist RFTA with shoring up any claims of ownership of the Railroad Corridor. • RFTA’s surveyor has reviewed all of the deeds related to this particular section of the Railroad Corridor, and it appears that RFTA owns the property in fee in this area. However, the proposed Bargain and Sale deed will help ensure that there will be no future questions in this area regarding RFTA’s ownership of the corridor by fee. • This will be the first place where RFTA has used the Bargain and Sale deed process with an adjacent property owner. It has provided staff with an opportunity to review the process and understand the questions that need to be answered prior to exchanging Bargain and Sale deeds. • The experience gained by this process will be useful if RFTA moves forward with the exchange of Bargain and Sale deeds with property owners adjacent to the Federal Land Grant Right of Way (fgrow) in other sections of the corridor.

Background Info:	<ul style="list-style-type: none"> • The conveyance of this Bargain and Sale deed does not involve fgrow, however, the process could be used in the future to acquire fgrow by fee. • There are roughly 7 miles of fgrow parcels that make up the 33.4 miles of the RFTA Railroad Corridor. • In the late 1800's, these parcels were granted to the railroads by the Federal government to fill in the spaces where there was no property owner from which the property could be purchased. • In 2014, the Supreme Court ruled that when a railroad corridor is abandoned, any fgrow area that makes up the corridor reverts back to the adjacent property owners. • In RFTA's case, the corridor is "railbanked" and there is no inherent risk of losing the fgrow areas to adjacent property owners as long as the corridor's railbanked status is preserved. • As another layer of protection for the fgrow areas, RFTA is working with its legal counsel to develop a Bargain and Sale deed exchange process, similar to the one discussed in Core Issues above, to secure the fgrow parcels in the future.
Policy Implications:	RFTA Board Financial Condition and Activities policy 2.3.7 states, "The CEO shall not acquire, encumber or dispose of real property."
Fiscal Implications:	RFTA will pay the Property owner the sum of \$10.00 for the Bargain and Sale Deed
Attachments:	The signed Bargain and Sale deed is attached below. The legal description attached below must be signed by the Surveyor of Record, and must be reviewed by Paul Taddune, General Counsel as to form, hopefully, prior to the Board meeting. A subdivision plat of the subject parcel and segment of the railroad corridor, i.e. "17113-ISP-SHT-1 07-28-17 SIGNED," is included in the October 2017 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the <i>revised</i> Board Agenda Packet.

BARGAIN AND SALE DEED

Louis F. Cole, as Trustee of the Louis F. Cole Revocable Trust dated April 25, 2012 and Maureen H. Cole, as Trustee of the Maureen H. Cole Revocable Trust dated April 25, 2012, whose address is 2134 Lower River Road, Aspen, CO 81654, for Ten Dollars and other good and valuable consideration, the receipt and sufficiency of which is acknowledged, hereby sells and conveys to Roaring Fork Transportation Authority, whose address is 2307 Wulfsohn Road, Glenwood Springs, CO 81601, the following real property in Pitkin County, Colorado: See Exhibit A attached hereto and incorporated herein by this reference; together with all its appurtenances.

Dated: September 25, 2017

Louis F. Cole Revocable Trust dated April 25, 2012

Louis F. Cole
Louis F. Cole, Trustee

Maureen H. Cole Revocable Trust dated April 25, 2012

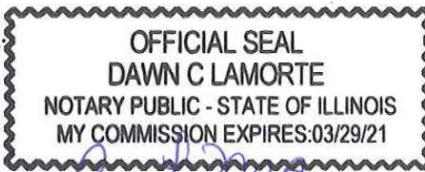
Maureen H. Cole
Maureen H. Cole, Trustee

STATE OF ILLINOIS)
) ss.
COUNTY OF DUPAGE)

The foregoing instrument was acknowledged before me September 25, 2017, by Louis F. Cole, as Trustee of the Louis F. Cole Revocable Trust dated April 25, 2012 and Maureen H. Cole, as Trustee of the Maureen H. Cole Revocable Trust dated April 25, 2012.

My commission expires 03/29/21

Witness my hand and official seal.



Dawn C Lamorte
Notary Public

EXHIBIT A TO BARGAIN AND SALE DEED

DESCRIPTION OF A PORTION OF THE FORMER DENVER & RIO GRANDE RAILROAD COMPANY RIGHT-OF-WAY BISECTING LOT 8B:

A PORTION OF THE FORMER DENVER & RIO GRANDE RAILROAD COMPANY RIGHT-OF-WAY ORIGINALLY CONVEYED IN THOSE DOCUMENTS RECORDED IN BOOK 42 AT PAGE 240, BOOK 33 AT PAGE 10 AND BOOK 3 AT PAGE 297 OF THE PITKIN COUNTY RECORDS; SAID RIGHT-OF-WAY BISECTING LOT 8B, TRACT 8 ASPEN RIVER VALLEY RANCH ACCORDING TO THE PLAT RECORDED FEBRUARY 17, 1981 IN PLAT BOOK 11 AT PAGE 11 AND THE AMENDED PLAT RECORDED MAY 2, 1988 IN PLAT BOOK 20 AT PAGE 80; SAID RIGHT-OF-WAY ALSO BEING SITUATED IN PART OF TRACTS 69 AND 70 OF SECTION 25, ALL WITHIN TOWNSHIP 8 SOUTH RANGE 86 WEST OF THE 6TH PRINCIPAL MERIDIAN;

COUNTY OF PITKIN, STATE OF COLORADO

SAID RAILROAD RIGHT-OF-WAY BEING MORE FULLY DESCRIBED AS FOLLOWS

COMMENCING AT ANGLE POINT 2, OF SAID TRACT 69; THENCE S.33°08'34".W ALONG THE WESTERLY BOUNDARY OF SAID LOT 8B, A DISTANCE OF 1141.91 FEET TO A POINT ON THE NORTHEASTERLY 100.0 FOOT RIGHT OF WAY LINE OF SAID FORMER DENVER & RIO GRANDE RAILROAD, THE POINT OF BEGINNING; THENCE LEAVING SAID WESTERLY BOUNDARY S.44°59'45".E ALONG SAID NORTHEASTERLY 100.0 FOOT RIGHT OF WAY, A DISTANCE OF 211.82 FEET; THENCE CONTINUING ALONG SAID NORTHEASTERLY 100.0 FOOT RIGHT OF WAY LINE 384.26 FEET ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 2914.93 FEET, A CENTRAL ANGLE OF 7°33'11" (CHORD BEARS S.41°13'09".E 383.98 FEET) TO A POINT ON THE EASTERLY BOUNDARY OF SAID LOT 8B; THENCE LEAVING SAID NORTHEASTERLY 100.0' RIGHT OF WAY LINE S.42°39'04".W ALONG SAID EASTERLY BOUNDARY, A DISTANCE OF 101.57 FEET TO A POINT ON THE SOUTHWESTERLY 100.0 FOOT RIGHT OF WAY LINE OF SAID FORMER DENVER & RIO GRANDE RAILROAD; THENCE LEAVING SAID EASTERLY BOUNDARY, A DISTANCE OF 388.55 FEET ALONG SAID SOUTHWESTERLY 100.0 FOOT RIGHT OF WAY ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 2814.93 FEET, A CENTRAL ANGLE OF 7°54'31" (CHORD BEARS N.41°02'29".W 388.24 FEET); THENCE CONTINUING ALONG SAID SOUTHWESTERLY 100.0 FOOT RIGHT OF WAY LINE N.44°59'45".W, A DISTANCE OF 190.82 FEET TO A POINT ON THE WESTERLY BOUNDARY OF SAID LOT 8B; THENCE LEAVING SAID SOUTHWESTERLY 100.0 FOOT RIGHT OF WAY N.33°08'34".E ALONG SAID WESTERLY BOUNDARY, A DISTANCE OF 102.18 FEET TO THE POINT OF BEGINNING.

CONTAINING 1.349 ACRES

ALL BEARING CONTAINED HEREON BASED ON A GLOBAL POSITIONING SYSTEM (GPS) BEARING OF NORTH

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

Meeting Date:	October 12, 2017
Agenda Item:	Authorization for RFTA to Provide Local Grant Match for a Great Outdoors Colorado Planning Grant Application Being Submitted by the Town of Carbondale
Policy #	2.8.11 Board Awareness & Support
Strategic Goal:	Planning: To work creatively, cooperatively, and comprehensively with public, private, and non-profit partners to create healthy and vibrant communities
Presented By:	Jason White, Assistant Planner
Recommendation:	Authorize RFTA staff to work with Carbondale staff to submit a Great Outdoors Colorado (GOCO) 2018 Planning Grant for a Rio Grande ArtWay Corridor Lighting Plan. If a \$45,000 grant is awarded, RFTA would contribute \$10,000 in local grant match.
Core Issues:	<p>RFTA has been working collaboratively with the Town of Carbondale and Carbondale Arts to rehabilitate the 1-mile stretch of the Rio Grande Railroad Corridor/Rio Grande Trail through the Town of Carbondale. This stretch of Corridor is called the Rio Grande ArtWay.</p> <p>In the Fall of 2016, there were some unfortunate public safety issues along certain sections of the Town of Carbondale trail system. Although the assaults did not happen directly on the Rio Grande Trail, there was heightened awareness around the topic of perceived trail user safety in darker trail corridors at night. The Carbondale Board of Trustees and the Carbondale Bicycle, Pedestrian, Trails Commission held public safety discussion sessions in the Fall of 2016. A Proposed Priority Corridors Map for the Town of Carbondale was created on 12/5/2016 to develop “priority corridors” where the Town should focus its limited resources. The Rio Grande Trail did not come out as a top priority, as many residents said its isolation made them avoid the path at night and adding lights wouldn’t do much to make it feel safer. The trail was designated as a daytime priority route, not as a nighttime priority route. The map can be viewed at Town of Carbondale Parks/Recreation Commission.</p> <p>On July 6, 2017 GOCO posted a notice of funding for the 2018 Planning Grant Program. As a regional government, RFTA is not eligible to lead or apply for GOCO Planning Grants. Therefore, RFTA member jurisdictions, such as Carbondale, often submit GOCO grant applications and team up with RFTA. On August 23, 2017, RFTA and Carbondale staffs met to discuss a possible grant application for a Rio Grande ArtWay grant application to complete a plan that would establish the foundation for lighting improvements in the future. On October 3, 2017 the Carbondale Board of Trustees (BOT) discussed the grant application and a local cash match. The BOT agreed, by a 5-2 vote, to lead the grant process and contribute a local cash match of \$5,000 if grant funding were awarded. One of the Trustees expressed concern that this grant application may not best align with public priorities, and some Town priorities, that were expressed during the public safety discussions. A second Trustee expressed concerns about diminishing Carbondale’s view of the night sky. For more information, please access the 10/3/17 Post Independent article about the BOT decision.</p>

	The RFTA Board is being asked to authorize RFTA staff to continue developing a grant application with the Town of Carbondale to create a lighting plan that will provide more clarity on lighting improvements along the ArtWay in the future. The grant application is Due November 2 nd , 2017.
Policy Implications:	RFTA Board Governing Policy 2.8.11 states, “The CEO may not fail to supply for the Board’s consent agenda, along with applicable monitoring information, all decisions delegated to the CEO yet required by law, regulation or contract to be Board-approved.”
Fiscal Implications:	<p>If a \$45,000 GOCO Planning Grant is awarded to the Town of Carbondale, RFTA would contribute \$10,000 in local grant match (17%), and the Town of Carbondale would contribute \$5,000 (8%); for an estimated total project cost of \$60,000.</p> <p>The \$10,000 matching funds amount has not been included in the 2nd draft of the 2018 RFTA Budget that will be presented in Presentations/Action Agenda Item 7. A., below. Pending Board authorization, the amount will be included in the final budget presented to the Board for adoption on November 9, 2017.</p>
Attachments:	No. If a GOCO grant is awarded in Spring 2018, RFTA (“ineligible organization”) would be required by GOCO to enter into a MOU or IGA with the Town of Carbondale (“eligible organization”) for the planning project.

**RFTA BOARD OF DIRECTORS MEETING
PRESENTATIONS AGENDA SUMMARY ITEM # 7. A**

Meeting Date:	October 12, 2017
Agenda Item:	Presentation of Second Draft of 2018 RFTA Budget
POLICY #:	2.5: Financial Planning/ Budgeting
Strategic Goal:	Refine RFTA's Long-Range financial forecast to include updated information pertaining to the Capital Investment and Replacement Plan.
Recommendation:	Concur with prioritization and assumptions of the 2018 Budget with revisions as the Board feels necessary
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
Core Issues:	Limited financial resources for 2018 Budget require the establishment of priorities and expenditures assumptions to meet the 2018 budget goals set by the Board at the August 2017 Board meeting.
Background Info:	<p>At the August 2017 Board meeting, staff presented the 2018 budget initiatives, assumptions and issues. The 1st draft of the 2018 budget was prepared accordingly and presented at the September Board meeting.</p> <p>The 2nd draft of the 2018 budget reflect revised estimates and other items based on new information made available since last month. The budget is a work-in-progress and will be refined in October as more actual expenditure and revenue data become available, which can affect the General Fund's current forecast for 2017.</p> <p>The 2nd draft of the budget will be presented in the following order (with updates highlighted in yellow):</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 & Operating Reserves 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 2018 2 nd Draft Budget presentation on the following pages.

2018 RFTA BUDGET – SECOND DRAFT PRESENTATION

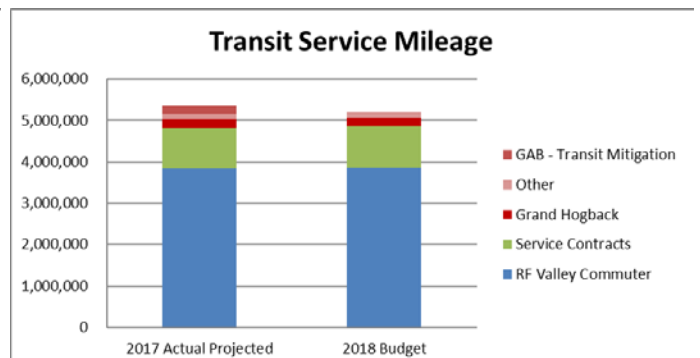
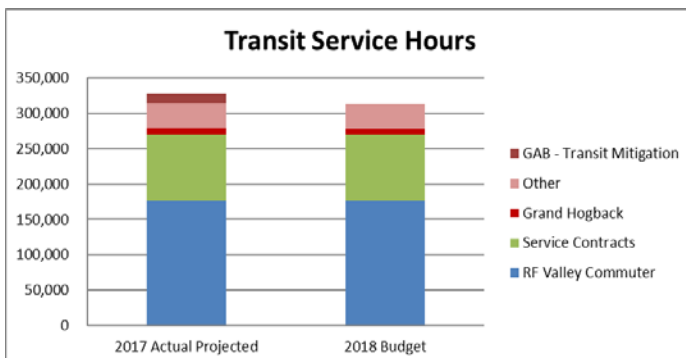
1. Services

- With the temporary GAB transit service mitigation ending in 2017, the budget assumes status quo service levels with updates for seasonal changes:
 - ~13,000 less transit hours or 4% decrease from 2017 budget
 - ~155,000 less transit miles or 3% decrease from 2017 budget
- **Regional Service Improvements NOT included in the budget** – The chart below reflects potential service improvement alternatives that have been developed as part of the Integrated Transportation System Plan (ITSP) process. Staff seeks direction from the Board regarding the implementation of any of these options in 2018, although staff **recommends that the implementation of additional services be postponed until additional financial resources can be identified. Implementation of additional services at this time, while all worthwhile, would reduce resources needed for capital projects and increase the need to utilize capital reserves.**

ITSP Ref.	Regional Service Improvements Identified in the ITSP	Est. Cost
A3B	Service Optimization: Weekend BRT Service (Spring/Fall)	\$ 500,000
A3C	Service Optimization: 30-minute Valley Service	\$ 500,000
A4	Better transit service connections to Snowmass Village on Brush Creek Road	\$ 294,400
A5	Expand BRT Service in Glenwood Springs	\$ 700,000

Estimated 2018 Cost of Enhanced BC&82 to TOSV Mall Service	
Service Provider	Estimated Cost
TOSV Spring/Fall (15-minute A.M. & P.M. Peak Hour Service)	\$ 109,400
RFTA/Summer (15-minute All-Day Service)	\$ 185,000
Total Estimated 2018 Annual Cost of Xtra Service	\$ 294,400

- **City of Aspen Municipal Service Contract** – staff has had initial discussions regarding potential changes as part of the Aspen’s planned Mobility Lab; however, staff does not anticipate that any adjustments or additions will be finalized before the beginning of the 2018 budget year. Any potential changes will be communicated at a future Board meeting.
- Excludes budget for any potential Hanging Lake Shuttle seasonal service.



2. Challenges, Issues and Opportunities

- 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 2018. As a result, the preliminary overall sales tax increase is approximately 2% over the 2017 forecast (this reflects the estimated loss of sales tax revenue as a result of an apparent drafting error on Senate Bill 17-262 which excluded special districts, such as the Authority, from collecting sales tax on recreational marijuana).
 - Use tax reflects a decrease of approximately 40% under the 2017 forecast which represents the portion collected from a single taxpayer. Staff is working with the State of Colorado Department of Revenue to attempt to gain a better understanding of whether or not there is a reasonable basis to budget for this in the future. Until then, staff will maintain a conservative approach and refrain from including this in our use tax estimates.
- **Transit fuel** prices are known to be volatile. Similar to previous years, management obtained a fixed price transit diesel and gasoline fuel contracts to manage this volatility. Currently, approximately 95% of our needs have been locked. The budget reflects a 1.5% decrease from the current year's weighted average cost per diesel gallon. Our current CNG pricing is assumed in our budget preparations.
- *While the cost of **health care** continues to rise, RFTA's County Health Pool renewal rates reflected a 1% increase. Overall, the Pool had a 3% increase, but based on our experience, RFTA was dropped down from Rate Band 4 to 3. Employee contribution amounts will stay the same.*
- 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. *As part of the compensation review, a market survey was completed in September for all positions, with the exception of bus operators whose compensation is tied to their labor contract, which reflects scheduled pay increases. In general, the results indicate that the market average has increased for almost all pay grades; however, not all grades moved at the same rate. Staff has discussed and reviewed the market survey results and recommends adjusting compensation and the merit increase accordingly in order to remain competitive with the market.*
- Management will continue to develop a funding strategy for the short and long term **capital needs**, which may include: financing options, seeking out grant opportunities, the use of reserves in fund balance, seeking additional revenue streams, and reducing operating expenditures. Staff will continue to focus on bus replacements and the multi-phased GMF expansion project to determine how best to accomplish these.

o **Bus Replacements:**

- RFTA was awarded a **CDOT FASTER Grant** for 4 diesel replacement buses. The draft budget includes \$2.1 million in capital outlay for 4 bus replacements and \$1.68 million in grant revenues, with a local match of approximately \$421,500.
- RFTA applied for an **FTA Low or No Emissions (LoNo) Grant** in an attempt to introduce 8 Battery Electric Buses (BEB) to its fleet. CDOT received \$1.45 million in FTA funding for the State which is to be allocated amongst RFTA, the Town of Vail, and the City of Boulder. RFTA's allocation is unknown at this time; however, assuming that it is \$450,000, then staff has put together a hypothetical financing plan for 4 BEB's that will involve working with CDOT to repurpose the FASTER Grant award (above) from diesel to BEB, coordination with the City of Aspen and EOTC, and additional RFTA funding, which may require the use of capital reserves. See chart below:

Battery Electric Bus Grant Hypothetical Financing Plan				
	Item	Quantity	Unit Cost	Total Cost
1	40-foot Battery Electric Buses (BEB)	4	\$ 900,000	\$ 3,600,000
2	Charging Stations (two each)	2	\$ 97,000	\$ 194,000
3	Infrastructure Installation	1	\$ 208,000	\$ 208,000
4	Total	N/A	N/A	\$ 4,002,000
	Sources of Funding		Committed	Total
1	FY18 Statewide FASTER Grant		Yes	\$ 1,686,000
2	RFTA FASTER Grant Local Match		Yes	\$ 421,500
3	City of Aspen		No	\$ 600,000
4	Elected Officials Transportation Committee		No	\$ 500,000
5	FTA LoNo		Yes	\$ 450,000
6	Additional RFTA Funding		No	\$ 344,500
7	Potential BEB Project Funding		N/A	\$ 4,002,000

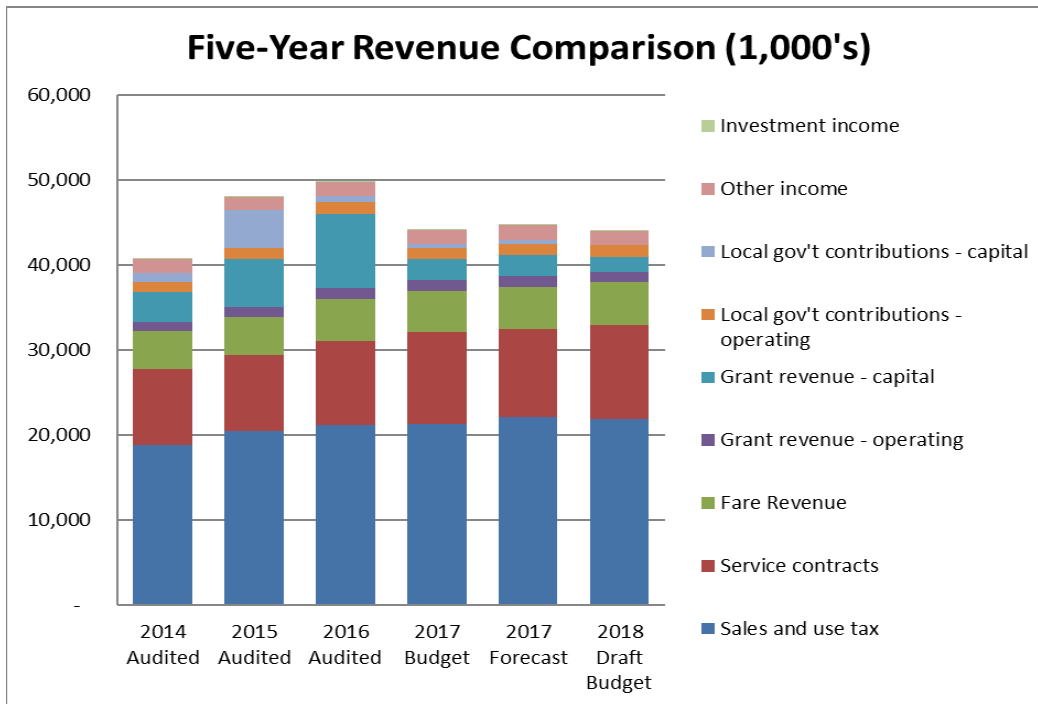
- RFTA also applied for a **FTA Section 5339 Bus & Bus Facilities Grant** in an attempt to introduce 4 Battery Electric Buses to its fleet. Award announcements are expected in October/November 2017.

3. Consolidated Financial Overview

(1,000's)	General Fund	Service Contracts	Bus Stops/ PNR SRF	Mid Valley Trails SRF	Capital Projects Fund*	Debt Service Fund	2018 Total Budget	%
Beginning fund balance (Budget).	\$ 17,850	\$ -	\$ 97	\$ 63	\$ 78	\$ 2,781	\$ 20,869	
Revenues:								
Sales and use tax	\$ 21,860	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ 21,910	50%
Service contracts	\$ -	\$ 10,989	\$ -	\$ -	\$ -	\$ -	\$ 10,989	25%
Operating revenue	\$ 5,049	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,049	11%
Grant revenue - operating	\$ 1,214	\$ 30	\$ -	\$ -	\$ -	\$ -	\$ 1,244	3%
Grant revenue - capital	\$ 1,686	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,686	4%
Local gov't contrib - operating	\$ 1,439	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,439	3%
Local gov't contrib - capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Other income	\$ 525	\$ -	\$ 512	\$ -	\$ -	\$ 651	\$ 1,688	4%
Investment income	\$ 110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110	0%
Total revenue	\$ 31,883	\$ 11,019	\$ 512	\$ 50	\$ -	\$ 651	\$ 44,115	100%
Program expenditures:								
Fuel	\$ 1,452	\$ 680	\$ -	\$ -	\$ -	\$ -	\$ 2,133	5%
Transit	\$ 21,524	\$ 10,489	\$ 827	\$ -	\$ -	\$ -	\$ 32,839	74%
Trails & Corridor Mgmt	\$ 539	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ 589	1%
Subtotal operating exp.	\$ 23,515	\$ 11,169	\$ 827	\$ 50	\$ -	\$ -	\$ 35,561	80%
Capital	\$ 4,207	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,207	10%
Debt Service	\$ 1,504	\$ -	\$ -	\$ -	\$ -	\$ 2,950	\$ 4,454	10%
Total expenditures	\$ 29,226	\$ 11,169	\$ 827	\$ 50	\$ -	\$ 2,950	\$ 44,221	100%
Other financing sources	\$ 110	\$ 149	\$ 315	\$ -	\$ -	\$ 2,299	\$ 2,873	
Other financing (uses)	\$ (2,763)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,763)	
Change in Fund Balance	\$ 4	\$ 0	\$ -	\$ -	\$ -	\$ 0	\$ 4	
Ending fund balance	\$ 17,854	\$ 0	\$ 97	\$ 63	\$ 78	\$ 2,781	\$ 20,873	

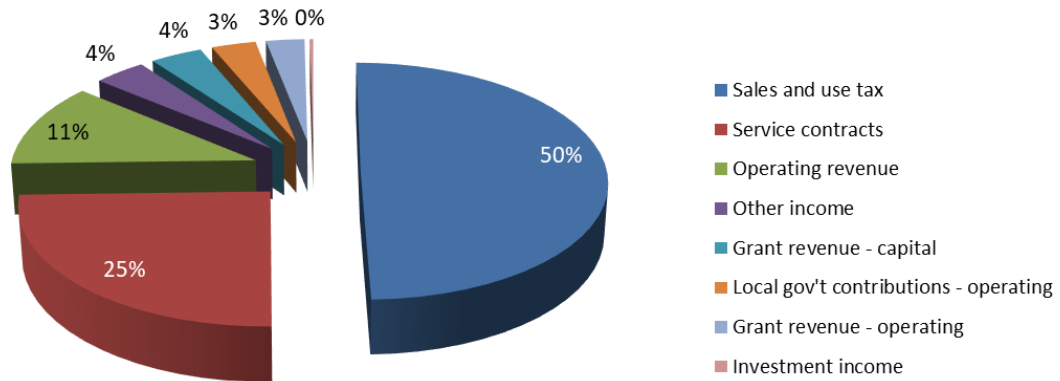
For an explanation of each fund, please refer to the Background section at the end of this report.

4. Estimated Revenue Composition & Assumptions



	2014 Audited	2015 Audited	2016 Audited	2017 Budget	2017 Forecast	2018 Budget	18/17 Budget	
Revenues (in thousands)							\$ Dif	% Dif
Sales and use tax	\$ 18,786	\$ 20,444	\$ 21,123	\$ 21,338	\$ 22,066	\$ 21,910	\$ 572	3%
Service contracts	8,997	8,926	9,941	10,728	10,409	10,989	262	2%
Fare Revenue	4,497	4,485	4,925	4,869	4,953	5,049	180	4%
Grant revenue - operating	1,015	1,145	1,245	1,245	1,245	1,244	(0)	0%
Local gov't contrib - operating	1,262	1,332	1,364	1,376	1,379	1,439	63	5%
Other income	1,610	1,564	1,696	1,716	1,753	1,688	(27)	-2%
Investment income	23	27	89	58	58	110	52	90%
Subtotal Revenues - Operating	\$ 36,189	\$ 37,922	\$ 40,383	\$ 41,329	\$ 41,861	\$ 42,429	\$ 1,101	3%
Local gov't contributions - capital	1,001	4,445	706	405	405	-	(405)	-100%
Grant revenue - capital	3,491	5,693	8,774	2,470	2,470	1,686	(784)	-32%
Subtotal Revenues - Capital	\$ 4,492	\$ 10,137	\$ 9,480	\$ 2,875	\$ 2,875	\$ 1,686	\$(1,189)	-41%
Total	\$ 40,681	\$ 48,060	\$ 49,863	\$ 44,203	\$ 44,736	\$ 44,115	\$ (88)	0%

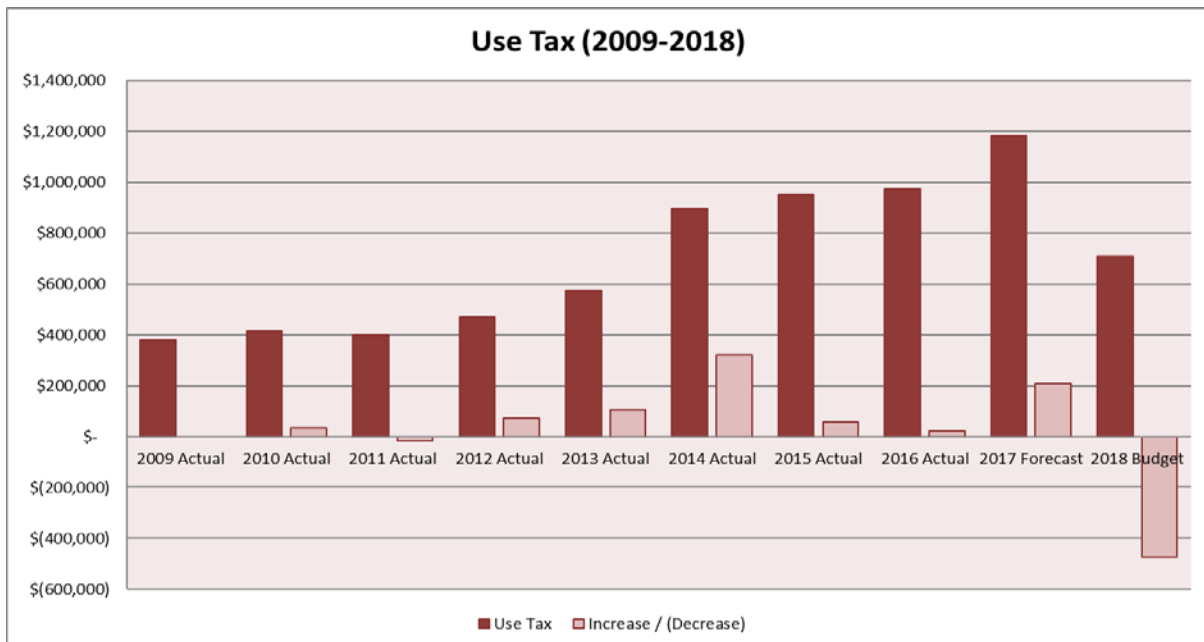
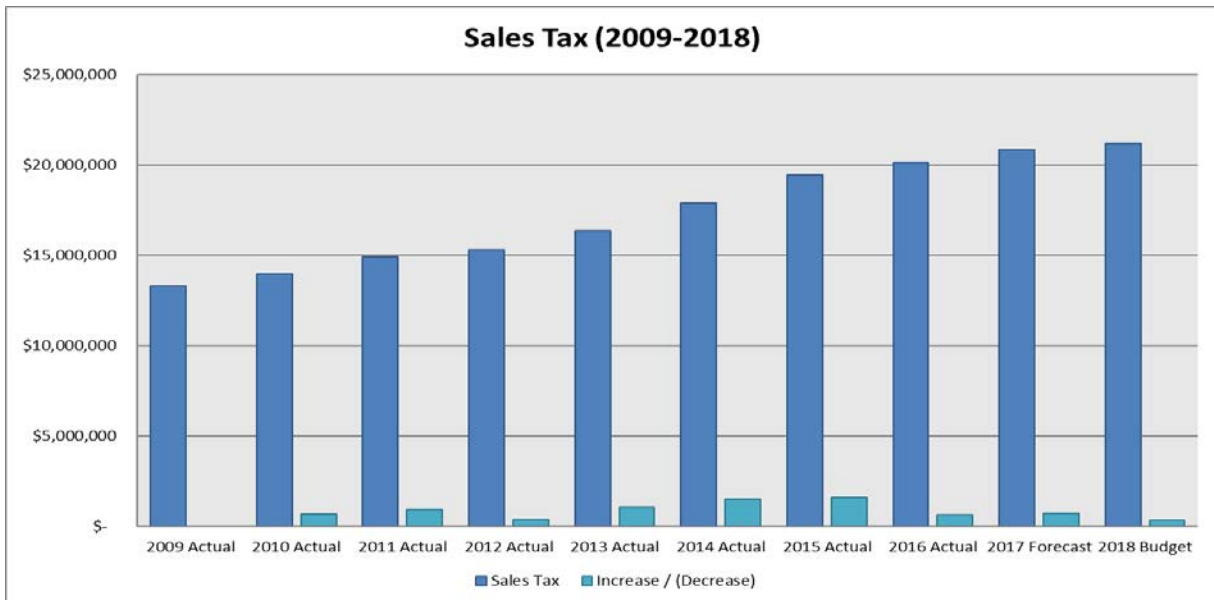
2018 Estimated Revenue Composition



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

Member Jurisdictions	2018 % Increase
Aspen	3.0%
Basalt	2.5%
Carbondale	2.0%
Glenwood Springs	2.0%
Eagle County	2.0%
New Castle	3.0%
Pitkin County	2.4%
Snowmass Village	3.0%

- Jurisdictions remain cautiously optimistic with their estimates as the rate of growth has decreased over the past few years:



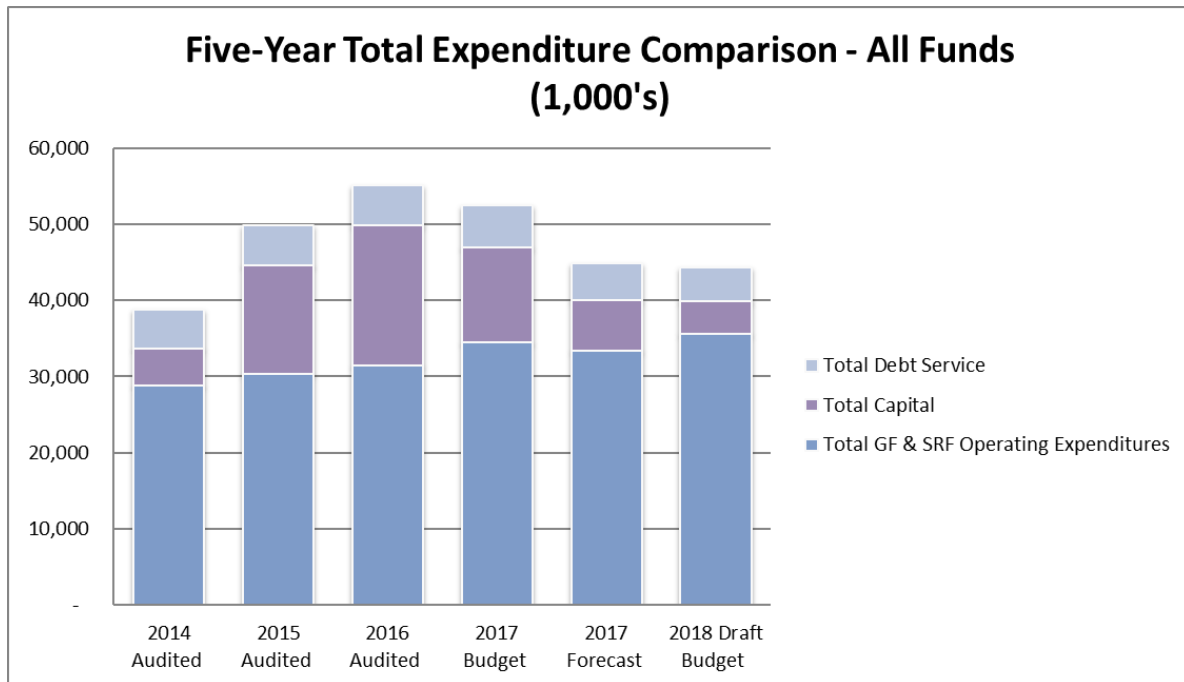
- Service contract revenues are for contracted transit services which are billed monthly based on miles and hours by route. The Authority has service contract agreements with the Aspen Skiing Company, the City of Aspen, the City of Glenwood Springs and Garfield County (Travelers Program);
 - The Authority estimated hours and miles by route for each service contract agreement and calculated costs in accordance with each service contract agreement.
- 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;
 - 2.0% increase in transit fares as a result of anticipated increase in ridership
 - At this time, there is no upward fare adjustment planned for 2018.

- The Authority receives operating and capital grant revenues from the Federal Transit Administration and the Colorado Department of Transportation;
 - \$1,014,370 from the FTA Section 5311 operating grant (flat from 2017);
 - \$200,000 from CDOT FASTER operating grant (flat from 2017);
 - **\$1,686,000 from CDOT FASTER capital grant for 4 bus replacements;**
 - 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 to be presented in November.

- 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. The preliminary contribution is calculated to be approximately \$647,791 reflecting a 5% increase.
 - Assumes that Garfield County's support for the Grand Hogback bus service will **increase by 4% to \$731,000.**
 - Assumes that the City of Rifle's support for the Grand Hogback bus service will remain the same at \$20,000.

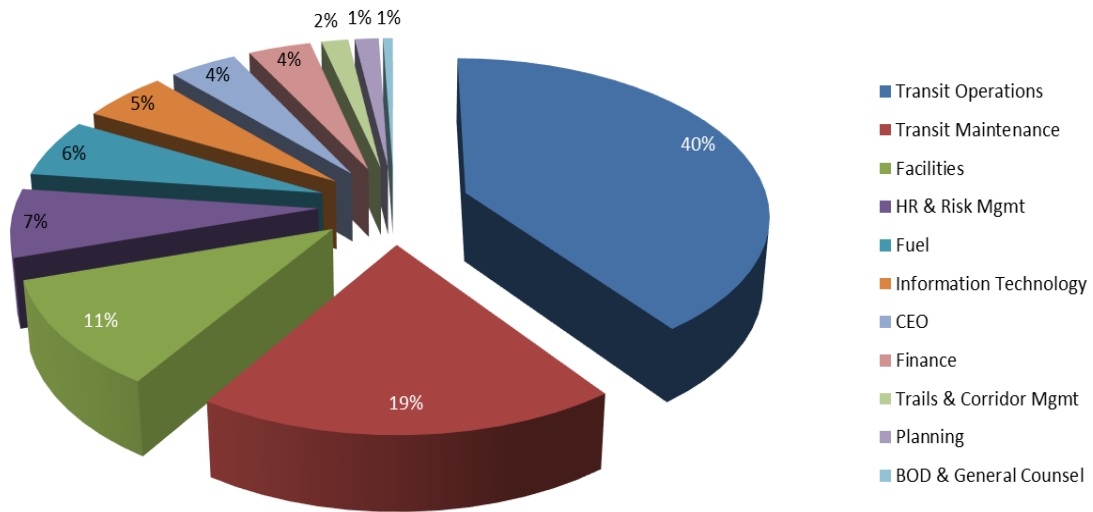
- Other income primarily consists of employee housing rental revenue in the General Fund, vehicle registration fees in the Bus Stop/Park & Ride Special Revenue Fund, and credits from the Federal Government representing a reimbursement on a portion of the interest paid on the Series 2009B Build America Bonds and Series 2012A and 2013A Qualified Energy Conservation Bonds in the Debt Service Fund.
 - Assumes year-round employee housing rental revenue will remain the same.
 - Assumes vehicle registration fees will remain the same.
 - Assumes a **6.6%** 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)	2014	2015	2016	2017	2017	2018	18/17 Budget	
	Audited	Audited	Audited	Budget	Forecast	Budget	\$ Dif	% Dif
Fuel	\$ 1,914	\$ 1,717	\$ 1,347	\$ 1,408	\$ 1,065	\$ 1,452	\$ 44	3%
Transit Maintenance	3,737	4,376	4,288	4,471	4,093	4,674	204	5%
Transit Operations	7,447	8,023	8,381	8,876	8,827	9,283	407	5%
Administration	3,711	4,134	4,247	5,120	5,032	5,301	181	4%
Facilities	1,632	1,787	1,599	2,081	2,130	2,118	36	2%
Attorney & Board of Directors	151	220	161	138	143	147	10	7%
Trails & Corridor Mgmt	438	444	430	472	480	539	67	14%
Total GF Operating Exp.	\$ 19,030	\$ 20,702	\$ 20,453	\$ 22,566	\$ 21,770	\$ 23,515	\$ 949	4%
SRF - Service Contracts	9,167	9,118	10,252	11,030	10,711	11,169	139	1%
SRF - Bus Shelter / PNR	582	479	663	784	742	827	43	6%
SRF - Mid Valley Trails	19	19	62	139	139	50	(89)	-64%
Total GF & SRF Operating Exp.	\$ 28,797	\$ 30,318	\$ 31,429	\$ 34,518	\$ 33,362	\$ 35,561	\$ 1,043	3%
GF - Capital Outlay	2,170	12,003	10,553	6,611	6,593	4,207	(2,405)	-36%
SRF - Bus Shelter / PNR - Capit	31	30	143	-	-	-	-	0%
Capital Projects Fund	2,594	2,240	7,718	5,839	-	0	(5,839)	-100%
Total Capital	\$ 4,795	\$ 14,273	\$ 18,414	\$ 12,450	\$ 6,593	\$ 4,207	\$ (8,244)	-66%
GF - Debt Service	2,276	2,339	2,344	1,902	1,900	1,504	(398)	-21%
Debt Service Fund	2,878	2,948	2,947	3,617	2,955	2,950	(667)	-18%
Total Debt Service	\$ 5,154	\$ 5,288	\$ 5,291	\$ 5,519	\$ 4,855	\$ 4,454	\$ (1,066)	-19%
Total Expenditures - all funds	\$ 38,747	\$ 49,878	\$ 55,134	\$ 52,488	\$ 44,810	\$ 44,221	\$ (8,267)	-16%

2018 Budgeted Operating Expenditures by Department



Department (1,000's)	General Fund	Service Contracts	Bus Stops/ PNR SRF	Mid Valley Trails SRF	2018 Total Budget	%
Fuel	\$ 1,452	\$ 680	\$ -	\$ -	\$ 2,133	6%
Transit Maintenance	\$ 4,674	\$ 2,144	\$ -	\$ -	\$ 6,819	19%
Transit Operations	\$ 9,283	\$ 4,901	\$ -	\$ -	\$ 14,184	40%
CEO	\$ 1,018	\$ 463	\$ -	\$ -	\$ 1,481	4%
Finance	\$ 943	\$ 429	\$ -	\$ -	\$ 1,372	4%
Planning	\$ 359	\$ 164	\$ -	\$ -	\$ 523	1%
HR & Risk Mgmt	\$ 1,705	\$ 776	\$ -	\$ -	\$ 2,480	7%
Information Technology	\$ 1,276	\$ 581	\$ -	\$ -	\$ 1,857	5%
Facilities	\$ 2,118	\$ 964	\$ 827	\$ -	\$ 3,909	11%
BOD & General Counsel	\$ 147	\$ 67	\$ -	\$ -	\$ 214	1%
Trails & Corridor Mgmt	\$ 539	\$ -	\$ -	\$ 50	\$ 589	2%
Total	\$ 23,515	\$ 11,169	\$ 827	\$ 50	\$ 35,561	100%

- Compensation Adjustments:

- As part of the compensation review, a biennial market survey is underway for all job descriptions, **except for bus operators which are tied to their labor contract**. It is anticipated that there will be some movement, especially for those “hard-to-recruit” positions. **Based on the market survey results, the budget reflects the assumptions in the following order:**
 - **New minimum adjustments at the first full payroll period of the year.**
 - **Market adjustments to salary grades using a tiered approach at the first full payroll period of the year.**
 - **Aggressive approach for “hard-to-recruit” positions**
 - **Merit increases of up to 4% effective at each employee’s annual performance review date.**

- The Collective Bargaining Unit (CBU) comprised of full-time bus operators are subject to scheduled pay increase in accordance with their contract. Assuming 145 full-time bus operators, the average increase is estimated to be approximately 4.6% resulting in an additional cost of \$355,000.
- For positions outside of the CBU, the budget assumes a merit increase of up to 4% effective at each employee's next performance review date, resulting in an additional cost of **\$262,000**. As a reference, the chart below illustrates the impacts for each merit increase scenario:

Merit Increase Scenario	General Fund	Bus Stop/PNR SRF	Service Contract SRF (Traveler)	Total
1.0%	\$ 61	\$ 2	\$ 4	\$ 65
	0.31%	0.87%	0.93%	0.32%
2.0%	\$ 121	\$ 4	\$ 7	\$ 130
	0.62%	1.74%	1.62%	0.65%
3.0%	\$ 182	\$ 5	\$ 10	\$ 196
	0.94%	2.17%	2.31%	0.97%
4.0%	\$ 243	\$ 6	\$ 13	\$ 262
	1.25%	2.61%	3.01%	1.30%

- The Authority received **five requests for funding totaling \$159,000, which is currently reflected in the budget; however, RFTA policy limits the amount of funding devoted to grants to \$75,000 per budget year. Staff recommends that the Board consider funding the full \$159,000 and, at a future meeting, re-evaluate the policy threshold.** New this cycle is the opportunity to request multi-year financial support. The budget currently the following for your consideration:
 - \$100,000 from **WE-cycle**, a 501(c)(3) non-profit organization serving Aspen and Basalt to support bike sharing operations. WE-cycle applied for a five-year funding request of \$100,000/year which the Board unanimously approved at the June 8, 2017 Board Meeting.
 - \$30,000 from **Garfield Clean Energy (GCE)** to support three key program areas and projects: (1) Energy Efficiency for Governments – for energy consulting services for RFTA, (2) Active Transportation – for helping to expand and promote multi-modal transportation, and (3) Alternative fuels – for building knowledge and demand for CNG and electric vehicles and fueling infrastructure. GCE applied for a three-year funding request of \$30,000/year.
 - \$4,000 from **Northwest Colorado Council of Governments** to help fund the match for their Section 5310 Mobility Management grant from CDOT.
 - **\$10,000 from the Lower Valley (LoVa) Trails Group and Town of New Castle to help as matching funds for a GOCO/DNR planning grant for LoVa trail construction.**
 - **\$15,000 from US Forest Service to fund a portion of the Maroon Creek Corridor Study.**
- Approximately **\$4.2 million** of capital outlay has been budgeted:

	Description (1,000's)	General Fund	Total Capital Projects	Grant Assistance	Local Share
1	Transit				
2	Bus Replacements (4 Diesel)	\$ 2,108	\$ 2,108	\$ 1,686	\$ 422
3	Facilities Improvements	\$ 1,175	\$ 1,175		\$ 1,175
4	Bus engine/transmission rebuilds	\$ 314	\$ 314		\$ 314
5	IT Equipment	\$ 300	\$ 300		\$ 300
6	Support vehicles	\$ 110	\$ 110		\$ 110
7	Subtotal Transit	\$ 4,007	\$ 4,007	\$ 1,686	\$ 2,321
8	Trails				
9	Trail Repair	\$ 200	\$ 200		\$ 200
10	Subtotal Trails	\$ 200	\$ 200	\$ -	\$ 200
11	Total	\$ 4,207	\$ 4,207	\$ 1,686	\$ 2,521

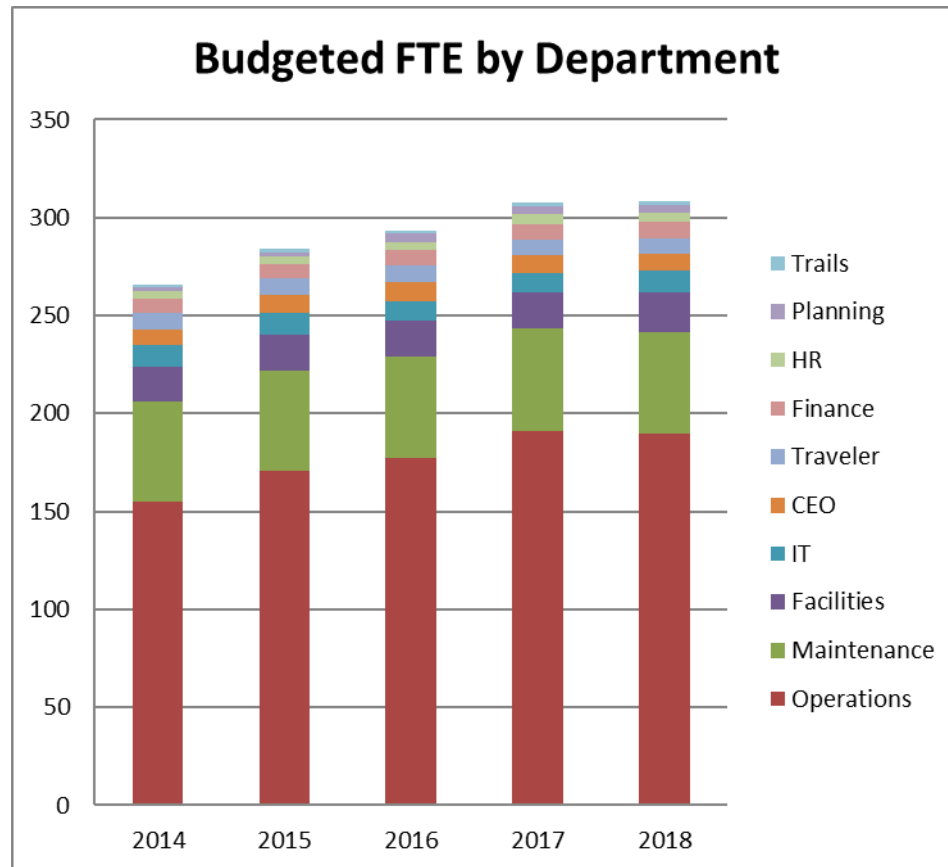
- This is expected to change as we develop the *final* draft budget for approval in November.
- At a future meeting early next year, staff anticipates presenting to the Board a supplemental budget appropriation resolution in order to roll-forward any unexpended capital budget from 2017 to 2018 due to timing issues.
- Certain expenditures will be added into the budget through supplemental budget appropriation resolutions during the budget year when funding is available.

6. Other Financing Sources and Uses Assumptions

- *The support vehicle included in capital outlay is assumed to be financed using lease purchase proceeds of \$110,000.*
- Approximately **\$315,000** 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 **\$149,000** of current available resources from the General Fund to the Service Contract Special Revenue Fund.
- In accordance with bond resolutions, approximately \$2.3 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 2009, 2012, and 2013.

7. Staffing

- Assumes 308.2 full-time equivalents compared to 307.4 budgeted in 2017. This net increase is attributable to the reduction of seasonal bus operators due to a reduction in service levels as the temporary GAB transit mitigation service plan ended in 2017 and the addition of one Operations Supervisor, one Facilities Janitor, and one IT staff.



8. Major Goals

Budget status of the 2018 major goals identified in the preliminary 2018 5-Year Strategic Plan document:

Items included in draft budget:

- Bus replacements
- Provide continued support for WE-Cycle
- Complete the updated Rio Grande Railroad Corridor Comprehensive Plan
- Initiate development of CMF property
- Implement learning management system
- Leadership Academy

Items not reflected in draft budget:

- Stage 4 of Phase I of the ITSP

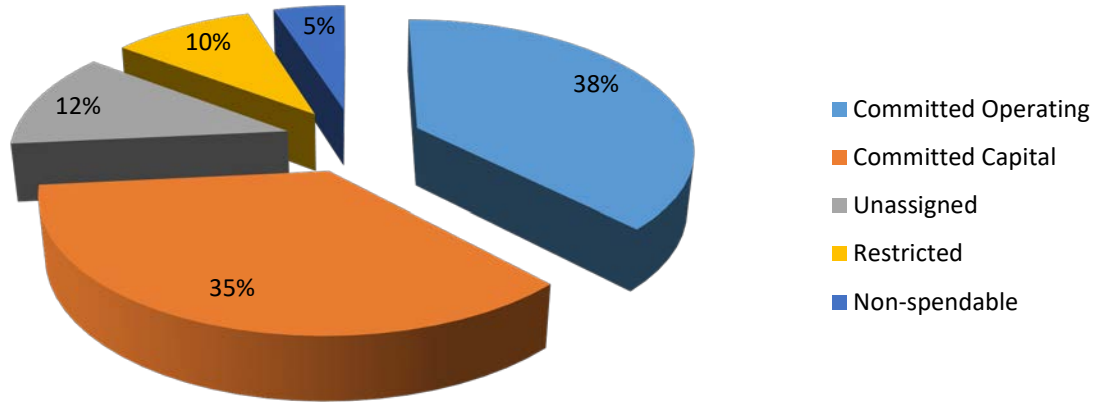
9. Fund Balance & Operating Reserves

	General	Service	Bus	Mid	Capital	Debt	
(1,000's)	Fund	Contracts	Stops/ PNR	Valley Trails	Projects Fund	Service Fund	Total
Beginning fund balance (budgeted)	\$ 17,850	\$ -	\$ 97	\$ 63	\$ 78	\$ 2,781	\$ 20,869
Revenues	\$ 31,883	\$ 11,019	\$ 512	\$ 50	\$ -	\$ 651	\$ 44,115
Expenditures	\$ (29,226)	\$ (11,169)	\$ (827)	\$ (50)	\$ -	\$ (2,950)	\$ (44,221)
Other financing source/(use)	\$ (2,653)	\$ 149	\$ 315	\$ -	\$ -	\$ 2,299	\$ 110
Change in net assets	\$ 4	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ 4
Ending fund balance	\$ 17,854	\$ 0	\$ 97	\$ 63	\$ 78	\$ 2,781	\$ 20,873
Ending fund balance composition:							
Non-spendable fund balance	\$ 883						\$ 883
Restricted fund balance	\$ 1,844	\$ -	\$ 97	\$ 63	\$ 78	\$ 2,781	\$ 4,863
Committed fund balance:							
Operating reserves	\$ 6,749						\$ 6,749
Facilities capital reserves	\$ 1,801						\$ 1,801
Transit capital reserves	\$ 3,733						\$ 3,733
Trails capital reserves	\$ 832						\$ 832
Unassigned fund balance	\$ 2,112						\$ 2,112
Ending fund balance	\$ 17,954	\$ -	\$ 97	\$ 63	\$ 78	\$ 2,781	\$ 20,973

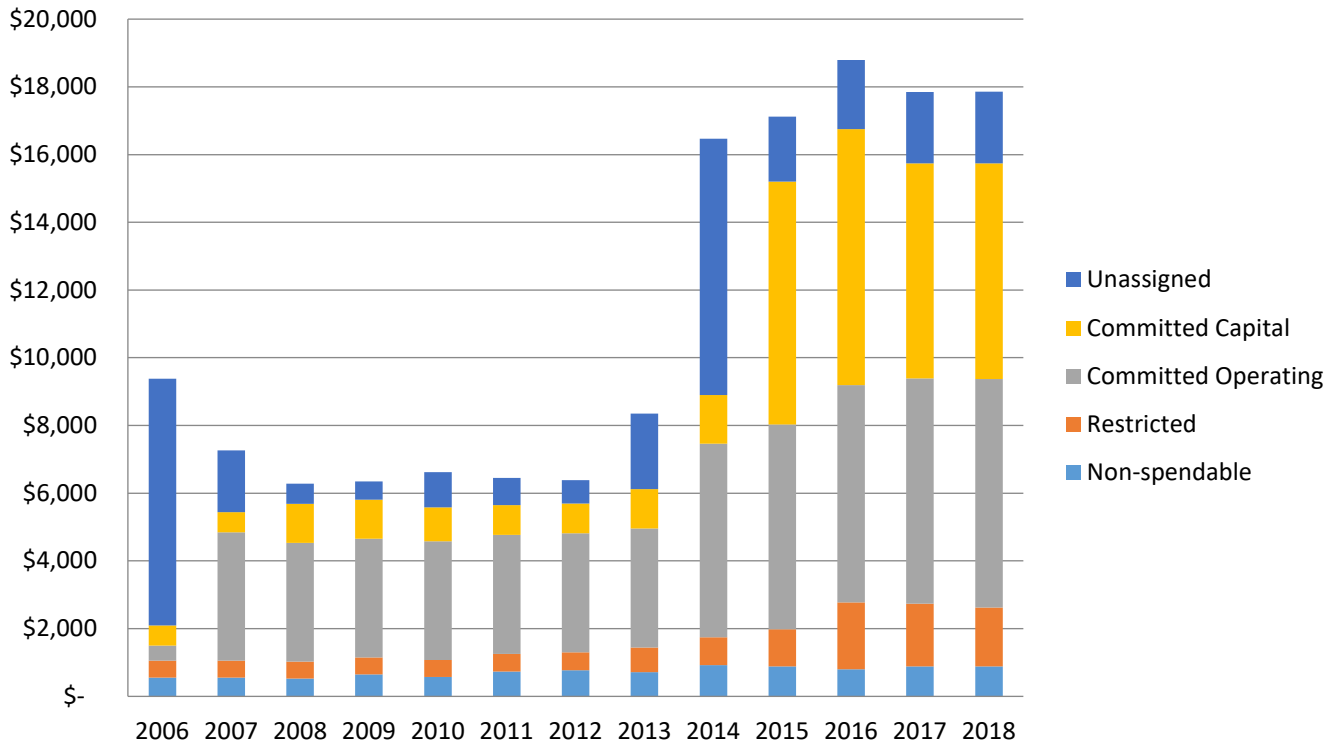
Fund balance definition:

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.

2018 Projected General Fund Fund Balance Composition



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



10. Background information

Fund and fund structure

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

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

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

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

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

Capital Projects Fund:

AMF Capital Projects Fund reports expenditure activity related to the Aspen Maintenance Facility Re-commissioning Project for assets and infrastructure.

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 2009B Debt Service Fund reports all principal and interest expenditures for the \$21 million bond issuance and interest earned as required by resolution. This offering used a U.S. Government Program called Build America Bonds that allow Federal reimbursement of 35% of the interest paid.

The Series 2012A Debt Service Fund reports all principal and interest expenditures for the \$6.65 million Qualified Energy Conservation Bonds issuance (QECB) and interest earned as required by resolution. The QECBs allow a Federal reimbursement for 70% of the Qualified Tax Credit Rate of the interest paid.

The Series 2013A Debt Service Fund reports all principal and interest expenditures for the \$2 million bond issuance and interest earned as required by resolution. This is a tax-exempt issuance.

The Series 2013B Debt Service Fund reports all principal and interest expenditures for the \$1.3 million QECB issuance and interest earned as required by resolution. The QECBs allow a Federal reimbursement for 70% of the Qualified Tax Credit Rate of the interest paid.

Reserve Fund reports all activity related to the required reserves for the Series 2009, Series 2012, and Series 2013 Bonds and interest earned as required by resolution.

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

Meeting Date:	October 12, 2017
Agenda Item:	Glenwood Springs 8 th Street IGA/Easement Amendments
Policy #	2.3.7: Financial Condition and Activities
Strategic Goal:	CEO: Continue to work with RFTA member jurisdictions to implement safe and affordable public crossings of the railbanked Rio Grande Railroad Corridor
Presented By:	Dan Blankenship, CEO
Recommendation:	Discuss and provide direction to RFTA General Counsel, Legal Advisors, and staff regarding terms and conditions to include in proposed 8 th Street IGA/Easement Amendments
Background:	<p>1. On May 12, 2016, the City of Glenwood Springs and RFTA entered into an IGA to Acquire Easements and Develop Transportation Infrastructure. The agreements accomplished the following:</p> <ul style="list-style-type: none"> a. They cleared up and corrected confusion over the property descriptions in the 2002 quitclaim deed by which RFTA conveyed property to Glenwood Springs in exchange for property upon which the RFTA Glenwood Springs maintenance facility is located. That deed erroneously described a section of the RFTA right of way that was not intended to be included in the conveyance to the City and contained other unintended ambiguities. The corrected description confirmed RFTA’s access to the main line via the west leg of the Wye to ensure continued rail banking of the corridor. b. RFTA granted the City two easements, one for the grade separated 8th Street connection, and one for the existing underground pedestrian tunnel. The 8th Street easement was intended to facilitate a permanent grade-separated roadway crossing, temporarily without a railroad bridge while, at the same time, preserving RFTA’s rail banking status. Once the permanent crossing and bridge abutments were constructed, RFTA planned to establish a contingency reserve for a prefabricated rail bridge in the event that passenger or freight rail was re-established along the RFTA rail corridor. That approach would result in significant savings if a freight rail bridge is required to be built. c. As a further contribution to participating in the cost of the grade-separated crossing and also to facilitate the Glenwood Springs’ downtown redevelopment plans, RFTA conveyed to the City parcels identified in the bargain and sale deed attached as Exhibit 3 to the IGA. <p>2. Additionally, RFTA and the City agreed to work towards relinquishing the UPRR easement that currently burdens the Wye area. A focal point of these efforts is intended to be the possible construction of an intermodal transportation facility on either the Glenwood Springs’ and/or RFTA’s properties.</p>

	<p>3. Briefly summarized, the agreements accomplished the following:</p> <ul style="list-style-type: none"> • Conveyed a Correction Deed from the City to RFTA for the exception parcel, to reestablish RFTA’s mainline connection • Transferred parcels A, B, C, & D to City • RFTA granted 8th St. Easement to City • RFTA granted Pedestrian Tunnel Easement to City • RFTA and City agreed to cooperate to extinguish UPRR easement on East Leg of Wye Area and mutually-agree on cost-sharing • City agreed to construct grade-separated crossing with bridge abutments and RFTA agreed to reserve \$500k for railroad bridge, if needed • RFTA agreed to support City’s 8th Street crossing with the Colorado PUC contingent upon: <ul style="list-style-type: none"> ○ Preserving corridor’s railbanked status ○ Cost of bridge, if needed, is acceptable to the parties • Parties agreed to seek approval from GOCO
<p>Core Issues:</p>	<ol style="list-style-type: none"> 1. The City would like to amend the IGA and 8th Street Easement Agreements in order to postpone the construction of the grade-separated crossing and bridge abutments until RFTA decides to reactivate freight rail. The current temporary 8th Street crossing works very well from the City’s perspective and is less steep for traffic than the permanent grade-separated crossing would be. To construct the permanent grade-separated crossing, the current cut would need to be substantially lowered and a main sewer line would need to be relocated. Given the depth of the cut, the runout to the east would need to be lengthy so that the grade would not be so steep for automobiles. This would require 8th Street, between the crossing and Grand Avenue, to be significantly lowered, which would also impact the grades of intersections between the crossing and Grand Avenue. 2. RFTA’s legal counsel, specializing in Surface Transportation Board (STB) matters, believes that an amended IGA and Easement could be structured in a way that would allow the City to maintain the 8th Street crossing in its current configuration, on an interim basis, until RFTA decides to reactivate freight rail service. The agreements would need to incorporate terms and conditions designed to safeguard the corridor’s railbanked status. 3. William Mullins, Partner, Baker and Miller PLLC, has extensive background working for the Interstate Commerce Commission [the predecessor of the Surface Transportation Board (STB)] and he has appeared as counsel of record in approximately 300 STB cases since joining private practice. Mr. Mullins will be attending the Board meeting on October 12 to outline measures he believes could be taken to accommodate the City’s request, while preserving the corridor’s railbanked status.
<p>Policy Implications:</p>	<p>RFTA Board Financial Condition and Activities policy 2.3.7 states, “The CEO shall not acquire, encumber or dispose of real property.”</p>
<p>Fiscal Implications:</p>	<p>Unknown at this time.</p>
<p>Attachments:</p>	<p>Yes, a recap of the 2016 8th Street IGA and Easements is provided. Please see “05-12-16 RFTA and Glenwood Springs IGA Recap.pptx,” included in the October 2017 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the RFTA Board Agenda packet.</p>

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

Meeting Date:	October 12, 2017
Agenda Item:	ITSP – Board Retreat Follow-Up
Policy #:	4.2.1: Board Job Products
Strategic Goal:	Complete Stages 3 and 4 of Phase I of the Integrated Transportation System Plan (ITSP)
Presented By:	Ralph Trapani, Parsons Transportation Group (PTG)
Recommendation:	Discuss the ITSP Phase 1, Stage 3 update and provide comments and direction to consultants and staff.
Core Issues:	<ul style="list-style-type: none"> • The Consultant Team and RFTA continue to develop scopes and conceptual cost estimates for the various service and capital alternatives that emerged as priorities during Stage 1 (Visioning). Stage 2 (Determine Future Needs) and Stage 3 (Analyze Options). These alternatives were packaged into short-term (0-5 years), medium-term (6-10 years) and long-term (11-20+ years) scenarios and presented at the RFTA Board Retreat on September 14, 2017. • Alternatives include: replacement and expansion of fleet, expansion of maintenance, office, and housing, and park and ride facilities, improved transit services, and the construction of bicycle/pedestrian crossings of SH82 and SH133. • It appears that RFTA will need to secure additional long-term funding to accommodate public demand for safe, reliable, and convenient transportation as regional population and employment continue to grow. Otherwise, RFTA may need to consider trimming its services and lowering public expectations about its capabilities. • At the Board Retreat, the consulting team presented preliminary data from a 10-question telephone survey and stakeholder interviews, assessing public perceptions about RFTA services and the need for public investment to address traffic congestion in the region. • According to the survey, public perceptions about RFTA are generally favorable and there is a recognition that traffic congestion is a major issue that will require government at many levels to resolve. Feedback also indicated that RFTA should take a leadership role in planning for and addressing the region’s mobility challenges. • Since the Retreat, the consulting team has been further refining operating and capital alternatives and will present these and discuss potential policy issues related to local circulators, at the October 12 Board meeting. • At the Retreat, consultants received Board direction to develop an outreach plan to engage the public, elected officials, and the business community, in order to obtain input on the ITSP and gauge the level of public support for it. At the Board meeting, the plan for Public Policy Development for Funding of the ITSP will be presented and discussed.

	<ul style="list-style-type: none"> • The public engagement plan, which is intended to be undertaken almost immediately and continue until August 2018, is estimated to cost approximately \$158,000. However, several decision points are built into the plan that will allow it to be discontinued prior to August, if desirable, which could result in savings. • The cost of the public outreach/engagement plan has been included in Supplemental Budget Resolution 2017-11, which can be found below at Public Hearing Agenda Summary Item, 8. A. Assuming the Board approves it is anticipated that significant unexpended funds in 2017 will be rolled into 2018 to fund the balance of the project.
Background Info:	<p>RFTA and Parsons Transportation Group have completed Stage 1 of the ITSP: Define the Vision and Stage 2: Determine Future Needs. We are now finalizing Stage 3: Analyze Options.</p> <p>Based on the outreach efforts of Stage 1 and the forecasted needs of Stage 2, RFTA and PTG developed a list of proposed service and capital alternatives to consider for evaluation in Stage 3. These are being packaged into short, medium, and long-term sets of integrated, multimodal system plan alternatives. PTG is also performing additional due diligence regarding the implications and feasibility of a property tax mill levy increase in November 2018. Regional Transportation Authorities, such as RFTA, are authorized to levy up to a 5 mill property tax within their boundaries, subject to voter approval.</p>
Policy Implications:	<p>Board Job Products Policy 4.2.1. A. & B. states, “The Board is the link between the “ownership” and the organization. The Board will assess the needs of the ownership as they relate to RFTA’s activities and scope of influence, and will develop Ends policies identifying the results RFTA is to produce to meet those needs. The Board will inform the ownership of the organizations’ expected future results, and its present accomplishments and challenges.”</p>
Fiscal Implications:	<p>Phase I of the ITSP has 4 stages:</p> <ol style="list-style-type: none"> 1. Define the Vision 2. Determine Future Needs 3. Analyze Options 4. Develop Financial Sustainability/Financing Plan <p>In 2016, RFTA expended a total of \$461,470 to conduct Stages I and II of the ITSP. In 2017, RFTA has budgeted \$465,461 to conduct Phase 1, Stage III of the ITSP.</p> <p>Phase I, Stages 1 and 2 were completed in early 2017; Stage 3 will be completed by end of 2017, and for the balance of the year it will involve meetings with the RFTA Board, elected officials, staff, and the public, to present and obtain feedback on Stage III ITSP alternatives.</p> <p>Phase II of the ITSP will be the implementation phase, assuming the Board decides to move forward with any of the preferred multi-modal transportation alternatives identified in Phase I.</p>
Attachments:	<p>Yes, please see “RFTA Board ITSP Update 10-12-17.pdf” and “Public Policy Development on Funding for ITSP-Scope of Work.pdf,” included in the October 2017 RFTA Board Meeting Portfolio.pdf</p>

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

Meeting Date:	October 12, 2017
Agenda Item:	Resolution 2017-11: 2017 Supplemental Budget Appropriation
Presented By:	Michael Yang, Chief Financial & Administrative Officer
POLICY #:	2.5: Financial Planning/Budgeting
Strategic Goal:	N/A
Recommendation:	Adopt Supplemental Budget Appropriation Resolution 2017-11
Core Issues:	<p>As part of our on-going review, staff has identified the items described below requiring additional budget appropriations, some of which relate to previously budgeted items based on current projections.</p> <p>Bond issuance – the adopted budget reflects a new bond issuance for the remaining \$7.105 million of Sales Tax Revenue bonding authority and the use of bond proceeds to fund the estimated cost of issuance, additional debt service reserve requirement, capital outlay intended for a portion of the GMF expansion project, and transfer to the General Fund for the reimbursement of qualified expenditures. Due to the progress of the GMF expansion project and the challenge to construct it in phases that fit the financing, Staff determined to postpone the new bond issuance until a workable project has been identified. Therefore, the items previously budgeted surrounding the bond issuance, capital project, related debt service, and transfer to the General Fund will need to be reversed in the current budget year.</p> <p>Bus Refurbishments – RFTA started refurbishing selected buses in its fleet in order to extend the useful life up to 5-7 years at a fraction of the cost for a new bus (a new commuter coach bus can cost over \$700,000 while the cost to refurbish one is approximately \$150,000). Thirteen buses in the fleet were identified by RFTA’s vehicle maintenance department as eligible for refurbishment. In 2016, one commuter coach bus was refurbished which included a new engine, transmission, seat covers and the installation of seat belts. In 2017, the board approved the utilization of capital reserves to fund the refurbishment of 8 more commuter coach buses. All 8 have been refurbished and placed in service. Based on a positive experience thus far, Staff recommends to utilize capital reserves again to refurbish the remaining 4 coach buses for a total of approximately \$600,000 or \$150,000 per bus.</p> <p>Public Outreach/Engagement Plan – Per Item #7.C. of this Board Packet, the estimated cost is approximately \$158,000 to develop an outreach plan to engage the public, elected officials, and the business community, in order to obtain input on the ITSP and gauge the level of public support for it.</p> <p>In terms of revenue, Staff is taking a conservative approach regarding growth from a budgetary perspective. The amount of additional Sales and Use tax revenue requested represents the excess Use tax collections through July while revenues may continue to exceed budget for the remainder of the year.</p>

General Fund:

1. **\$752,967** decrease in **Revenues and Other Financing Sources** due to the following items:
 - a. \$340,000 increase to **Sales & Use tax revenues** to true-up Use Tax revenues
 - b. \$40,000 increase to **Other income** to true-up interest income
 - c. **\$1,132,967** net decrease to **Other Financing Sources**
 - i. \$1,290,900 decrease in transfer from Capital Project Fund; with a new bond issuance postponed, there are no bond proceeds to transfer or reimburse the General Fund for qualifying expenditures.
 - ii. **\$157,933** increase in transfer from Capital Project Fund due to unexpended budget from the AMF Re-Commissioning Project.
2. **\$238,000** net increase in **Expenditures and Other Financing Uses** due to the following items:
 - a. \$600,000 increase in **Capital Outlay** for 4 bus refurbishments.
 - b. **\$158,000** increase in **Capital Outlay** for **Public Outreach/Engagement Plan**
 - c. \$520,000 decrease in **Other Financing Uses** to reduce transfer to Debt Service Fund as debt service on new bond issuance will not start until after bonds are issued.

AMF Capital Project Fund:

1. \$77,933 net increase in **Expenditures and Other Financing Uses** due to the following items:
 - a. **\$80,000** decrease to **Capital Outlay** to true-down capital outlay for unexpended budget.
 - b. **\$157,933** increase to **Other Financing Uses** to transfer unexpended funds to General Fund.

Series 2017A Capital Project Fund:

1. \$7,105,000 decrease to **Other Financing Sources** to reverse as bond proceeds will not be received until after new bonds are issued.
2. \$7,105,000 decrease to **Expenditures and Other Financing Uses** due to the following items:
 - a. \$5,390,100 decrease to **Capital Outlay** to reverse capital outlay for project costs.
 - b. \$142,000 decrease to **Debt Service** to reverse for cost of issuance.
 - c. \$1,572,900 decrease to **Other Financing Use**
 - i. \$1,290,900 decrease to reverse transfer to General Fund for qualifying reimbursable expenditures.
 - ii. \$282,000 decrease to reverse transfer to Debt Service Reserve Fund as additional debt service reserve requirement will not apply until after new bonds are issued.

Series 2017A Debt Service Fund:

1. \$520,000 decrease to **Other Financing Sources** to reverse transfer from General Fund to use pledged sales tax revenue to pay debt service on new bond issuance.
2. \$520,000 decrease to reverse **Debt Service** as debt service on new bond issuance will not start until after bonds are issued.

	<p><u>Debt Service Reserve Fund:</u></p> <p>1. \$282,000 <i>decrease</i> to Other Financing Sources to reverse transfer from Capital Project Fund as additional debt service reserve requirement will not apply until after new bonds are issued.</p>												
<p>Policy Implications:</p>	<p>Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”</p>												
<p>Fiscal Implications:</p>	<p>Net increase (decrease) to 2017 fund balance by fund:</p> <table border="1" data-bbox="613 499 1349 695"> <tr> <td>General Fund</td> <td>\$ (990,967)</td> </tr> <tr> <td>AMF Capital Project Fund</td> <td>(77,933)</td> </tr> <tr> <td>Series 2017A Capital Project Fund</td> <td>-</td> </tr> <tr> <td>Series 2017A Debt Service Fund</td> <td>-</td> </tr> <tr> <td>Debt Service Reserve Fund</td> <td>(282,000)</td> </tr> <tr> <td>Total</td> <td>\$ (1,350,900)</td> </tr> </table>	General Fund	\$ (990,967)	AMF Capital Project Fund	(77,933)	Series 2017A Capital Project Fund	-	Series 2017A Debt Service Fund	-	Debt Service Reserve Fund	(282,000)	Total	\$ (1,350,900)
General Fund	\$ (990,967)												
AMF Capital Project Fund	(77,933)												
Series 2017A Capital Project Fund	-												
Series 2017A Debt Service Fund	-												
Debt Service Reserve Fund	(282,000)												
Total	\$ (1,350,900)												
<p>Attachments:</p>	<p>Yes, please see Resolution 2017-11 attached.</p>												

Director _____ moved adoption of the following Resolution:

BOARD OF DIRECTORS

ROARING FORK TRANSPORTATION AUTHORITY

RESOLUTION NO. 2017-11

2017 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 2017 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, October 12, 2017 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 2017 budget as summarized herein:

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General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Sales tax	\$ 340,000	True Up Use Tax
Other income	40,000	True Up interest income
Other financing sources	(1,290,900)	Reverse transfer from CPF – bond issuance postponed
Other financing sources	157,933	Transfer from AMF CPF
Total	\$(752,967)	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$ 21,288,000	\$ 340,000	\$ 21,628,000
Grants	3,628,703	-	3,628,703
Fares	4,869,000	-	4,869,000
Other govt contributions	1,780,517	-	1,780,517
Other income	614,940	40,000	654,940
Other financing sources	1,330,900	(1,132,967)	197,933
Total	\$ 33,512,060	\$ (752,967)	\$ 32,759,093

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ 600,000	4 bus refurbishments
Capital	158,000	Public Outreach/Engagement Plan
Other financing uses	(520,000)	Reverse transfer to DSF - not issuing new bonds
Total	\$ 238,000	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$ 1,408,112	-	\$ 1,408,112
Transit	20,685,733	-	20,685,733
Trails & Corridor Mgmt	471,720	-	471,720
Capital	6,611,351	\$ 758,000	7,369,351
Debt service	1,902,244	-	1,902,244
Other financing uses	3,372,285	(520,000)	2,852,285
Total	\$ 34,451,445	\$ 238,000	\$ 34,689,445

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

Revenues and other financing sources	\$ (752,967)
Less Expenditures and other financing uses	(238,000)
Net increase (decrease) in fund balance	\$ (990,967)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 18,789,028*
2016-16 & 2016-17	\$ 18,789,028	\$ 773,357	19,562,385
2017-02	19,562,385	(1,217,301)	18,345,084
2017-05	18,345,084	(413,341)	17,931,743
2017-06	17,931,743	(82,100)	17,849,643
2017-10	17,849,643	(990,967)	16,858,676
Total Net Change		\$ (1,930,352)	

* Audited

AMF Capital Project Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
None noted		
Total		

Revenue & OFS Summary	Previous	Change	Current
Grants	\$ 55,823	-	\$ 55,823
Total	\$ 55,823	-	\$ 55,823

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ (80,000)	True down
Other financing use	157,933	Transfer savings to GF
Total	\$ 77,933	

Expenditures & OFU Summary	Previous	Change	Current
Capital	\$ 307,000	\$ (80,000)	\$ 227,000
Other financing use	-	157,933	157,933
Total	\$ 307,000	\$ 77,933	\$ 384,933

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

Revenues and other financing sources	-
Less Expenditures and other financing uses	\$ (77,933)
Net increase (decrease) in fund balance	\$ (77,933)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 329,110*
2016-16 & 2016-17	\$ 329,110	-	329,110
2017-05	329,110	\$ (251,177)	77,933
2017-10	77,933	(77,933)	-
Total Net Change		\$ (329,110)	

* Audited

Series 2017A Capital Project Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Other financing sources	\$ (7,105,000)	Reverse bond proceeds - bond issuance postponed
Total	\$ (7,105,000)	

Revenue & OFS Summary	Previous	Change	Current
Other financing sources	\$ 7,105,000	\$ (7,105,000)	\$ -
Total	\$ 7,105,000	\$ (7,105,000)	\$ -

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ (5,390,100)	Reverse capital - bond issuance postponed
Debt service	(142,000)	Reverse COI - bond issuance postponed
Other Financing Use	(1,290,900)	Reverse transfer to GF - bond issuance postponed
Other Financing Use	(282,000)	Reverse transfer to DSRF - bond issuance postponed
Total	\$ (7,105,000)	

Expenditures & OFU Summary	Previous	Change	Current
Capital	\$ 5,390,100	\$ (5,390,100)	\$ -
Debt service	142,000	(142,000)	-
Other Financing Use	1,572,900	(1,572,900)	-
Total	\$ 7,105,000	\$ (7,105,000)	\$ -

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

Revenues and other financing sources	\$ (7,105,000)
Less Expenditures and other financing uses	7,105,000
Net increase (decrease) in fund balance	\$ -

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			-
2016-16 & 2016-17	-	-	-
2017-10	-	-	-
Total Net Change		-	

Series 2017A Debt Service Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Other financing sources	\$ (520,000)	Reverse transfer from GF - bond issuance postponed
Total	\$ (520,000)	

Revenue & OFS Summary	Previous	Change	Current
Other financing sources	\$ 520,000	\$ (520,000)	\$ -
Total	\$ 520,000	\$ (520,000)	\$ -

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Debt Service	\$ (520,000)	Reverse debt service - bond issuance postponed
Total	\$ (520,000)	

Expenditures & OFU Summary	Previous	Change	Current
Debt service	\$ 520,000	\$ (520,000)	\$ -
Total	\$ 520,000	\$ (520,000)	\$ -

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

Revenues and other financing sources	\$ (520,000)
Less Expenditures and other financing uses	520,000
Net increase (decrease) in fund balance	\$ -

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			-
2016-16 & 2016-17	-	-	-
2017-10	-	-	-
Total Net Change		-	

Debt Service Reserve Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Other financing sources	\$ (282,000)	Reverse transfer from CPF - bond issuance postponed
Total	\$ (282,000)	

Revenue & OFS Summary	Previous	Change	Current
Other financing sources	\$ 282,000	\$ (282,000)	\$ -
Total	\$ 282,000	\$ (282,000)	\$ -

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
None noted		

Expenditures & OFU Summary	Previous	Change	Current
None noted			

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

Revenues and other financing sources	\$ (282,000)
Less Expenditures and other financing uses	-
Net increase (decrease) in fund balance	\$ (282,000)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 2,499,347*
2016-16 & 2016-17	\$ 2,499,347	\$ 282,000	2,781,347
2017-10	2,781,347	(282,000)	2,499,347
Total Net Change		\$ -	

* Audited

That the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2017 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 12th day of October, 2017.

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

By: _____
George Newman, 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 October 12, 2017 (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 ____ day of _____, 2017.

Nicole Schoon, Secretary to the Board

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

Meeting Date:	October 12, 2017
Agenda Item:	Second Reading (Continuance): Rio Grande Railroad Corridor Access Control Plan Update
Policy #:	1.1: The Rio Grande Corridor is Appropriately Protected and Utilized
Strategic Goal:	Complete all sections of the updated Rio Grande Railroad Corridor Comprehensive Plan
Presented By:	Dan Blankenship, CEO Angela Henderson, Assistant Director, Project Management and Facilities Operations
Recommendation	On October 11, 2017, there will be a meeting with Jim True, City Attorney, City of Aspen, and RFTA and City of Glenwood Springs’ staffs, to discuss Aspen’s proposed revisions of the May 11, 2017 draft of the ACP Update. A report regarding progress towards agreement on the proposed revisions will be provided at the October 12 Board meeting. <i>To allow time to reach agreement on all proposed revisions, and to allow time for public comment and responses on the ACP when revised, staff recommends that the 2nd Reading of the draft 2017 ACP Update be continued until the <u>January 11, 2018 RFTA Board meeting.</u> No new information has been provided below.</i>
Core Issues:	<ol style="list-style-type: none"> 1. The 2001 Great Outdoors Colorado (GOCO) Legacy grant stipulates that the Corridor Comprehensive Plan (CCP) should be updated every five years. The CCP was last updated in 2005 and adopted in 2006. Technically, the CCP should have been updated in 2010 or 2011, however, due to the staff effort required to implement BRT, the CCP update process was postponed until 2014. 2. Elements of the CCP that should be updated on the 5-year cycle are: <ol style="list-style-type: none"> a. Access Control Plan (ACP): The update addresses revisions to access control policies as well as updates the inventory of existing and anticipated uses of the corridor, such as crossings, utilities, and encroachments. b. Recreational Trails Plan (RTP): The update will address the interim recreational trail, which was completed in 2008, as well as any changes to goals and policies. c. Overview of Compliance with requirements of the GOCO Legacy Grant: The overview will serve as a reset to bring actions taken on the corridor since the last update current with GOCO. 3. Adoption of the components of the Comprehensive Plan Update requires a unanimous vote of the seven original constituent members of the Roaring Fork Railroad Holding Authority (RFRHA). The New Castle Board Member can vote on the Access Control Plan, but his/her vote would not be binding because New Castle was not a constituent member of RFRHA. 4. At the April 13, 2017 meeting, the RFTA Board unanimously agreed to schedule the draft 2017 ACP Update for Second Reading at the May 11, 2107 meeting. 6. As was reported at the April 13 meeting, RFTA’s railroad attorneys, William Mullins and Walter Downing performed a final review of the ACP in April and wrote letters, each with a recommendation they believed would strengthen the ACP document. 7. Mr. Mullins recommended adding language similar to that which is contained in the City of Glenwood Springs’ 8th Street Easement Agreement to Section IV, 17.0 of the ACP as follows: <p style="margin-left: 40px;">Easements for public roadway crossings and utilities, which are conveyed by RFTA to jurisdictions shall contain the following provision:</p>

Railbanking Protection. “Jurisdiction” acknowledges that RFTA’s Corridor is not abandoned and is under the jurisdiction of the federal Surface Transportation Board. “Jurisdiction” further acknowledges that the Corridor is “railbanked” under the National Trails System Act, 16 U.S.C. §1247(d), so that RFTA is required to preserve the Corridor for future rail use. “Jurisdiction’s” improvements and use shall not interfere with RFTA’s use of the Corridor for transportation, shipping, trail, and/or conservation purposes and that no disturbance or interference of said any such uses shall be allowed hereunder without the prior written approval of RFTA. This Easement shall not be deemed to give “Jurisdiction” exclusive possession of any part of the Easement area described, and nothing shall be done or suffered to be done by “Jurisdiction” at any time that shall in any manner impair the usefulness or safety of the Corridor or of any track or other improvement on the Corridor or to be constructed thereon by RFTA in the future. If RFTA in its sole discretion upon advice of legal counsel believes that an action permitted by this Easement has or will cause a severance of the Corridor from the UPRR main line, RFTA shall notify the “Jurisdiction” and RFTA and the “Jurisdiction” shall work together to revise this Easement to correct the potential severance or impediment to freight rail service. Only in the event no modification can be agreed upon, may RFTA terminate this Easement.

8. Mr. Downing recommended adding the following provision to Section V, 5.0, A:

Notwithstanding anything in this document to the contrary, nothing herein is intended to grant to or permit any adjacent landowner or public entity any greater rights of access over, under, along or across the Corridor than they would otherwise have under Colorado law or to impair or limit RFTA’s rights as a public entity and landowner in managing its Corridor.

9. The Board indicated that it was amenable to including the suggested revisions (above) of the ACP in the final draft of the ACP that is being presented for adoption at the May 11, 2017 Second Reading. That document, along with the Design Guidelines (DG) and the 2017 – 2005 ACP Comparison Matrix Revised 05-11-17, and other supporting documentation can be found under the heading of “ACCESS CONTROL PLAN UPDATE,” by following this link: <https://www.rfta.com/trail-documentation/>. **Note:** Inadvertently, three sections of the Table of Contents in the 02/28/17 draft ACP Update were omitted. These sections have been added to the Table of Contents and are highlighted in red font in the draft ACP copy posted on the RFTA website.
10. As was reported at the April 13, 2017 Board meeting, the major differences between the proposed 2017 ACP Update and the 2005 ACP Update are as follows:
- a. The 2017 ACP Update makes it clear that maintaining the corridor’s Railbanked status **is of utmost importance** in order to keep the 34-mile continuous railroad corridor intact.
 - b. The 2017 ACP Update assures parties proposing public or private uses of the corridor that RFTA will endeavor to work cooperatively with them, consistent with the policies stated in the ACP and DG , to help them achieve their objectives in the most efficient and cost-effective manner possible, including collaborating with sponsors during the planning and design processes for their projects. Notwithstanding this assurance, the ACP also states that no action

which, in the opinion of RFTA's railroad engineers and attorneys, would jeopardize the railbanked status of the railroad corridor will be approved.

- c. The 2017 ACP Update allows for the approval of public at-grade crossings that are consistent with RFTA's ACP and Design Guidelines (DG) if they will not preclude or unreasonably impair RFTA's ability to reactivate freight rail service or to activate commuter rail, subject to such terms and conditions as approved by the RFTA Board. Private at-grade crossings consistent with the ACP and DG can be approved by a terminable license agreement.
- d. The 2017 ACP Update states that if a grade-separated crossing is proposed before rail is active in the corridor, it should be constructed in accordance with RFTA's DG and be consistent with the ACP. However, the RFTA Board can grant a variance from the ACP and DG subject to an agreement to restore the corridor or remove any temporary impediment at such time that RFTA elects to reactivate freight rail service.
- e. The 2017 ACP Update states that if a public crossing is designed consistent with RFTA's DG or otherwise approved by the RFTA Board of Directors, RFTA will grant an easement to the project sponsor, subject to the approval of the RFTA Board of Directors and/or the CPUC. The easement, however, will be subject to the following reservation and such other terms and conditions as the RFTA Board, in its sole discretion, may determine at the time of issuance:

Should RFTA need to extend, modify, or relocate a crossing to accommodate the activation of freight or passenger rail service on the Corridor by RFTA, RFTA shall be entitled to do so as long as the extension, modification, or relocation does not substantially and materially interfere with the connectivity of the crossing after review and approval of plans detailing the extension, modification, or relocation by the public entity holding the easement, which approval will not be unreasonably withheld, and if applicable, approval by the CPUC. If the sole cause of the need for such extension, modification, or relocation is the needs of RFTA, such cost will be borne by RFTA if RFTA approves the project and costs thereof; it being understood that any funding for such a project is subject to appropriation of funding. If the public entity holding the easement should desire to extend, modify, replace, relocate, or remove the crossing to further its needs, then such cost shall be borne by the public entity. Any such extension, modification, relocation, or replacement or repair by the public entity shall only be made in accordance with plans prepared by the public entity and reviewed and approved by RFTA, which approval will not be unreasonably withheld, and approval by the CPUC, if CPUC jurisdiction is exercised. For extensions, modifications, or relocations that are jointly caused and will benefit both parties, the allocation of costs shall be by further agreement, or if no agreement, then as determined by the CPUC in a hearing.

Easements for public roadway crossings and utilities, which are conveyed by RFTA to jurisdictions shall contain the following provision:

Railbanking Protection. "Jurisdiction" acknowledges that RFTA's Corridor is not abandoned and is under the jurisdiction of the federal Surface Transportation Board. "Jurisdiction" further acknowledges that the Corridor is "railbanked" under the National Trails System Act, 16 U.S.C. §1247(d),

	<p>so that RFTA is required to preserve the Corridor for future rail use. “Jurisdiction’s” improvements and use shall not interfere with RFTA's use of the Corridor for transportation, shipping, trail, and/or conservation purposes and that no disturbance or interference of said any such uses shall be allowed hereunder without the prior written approval of RFTA. This Easement shall not be deemed to give “Jurisdiction” exclusive possession of any part of the Easement area described, and nothing shall be done or suffered to be done by “Jurisdiction” at any time that shall in any manner impair the usefulness or safety of the Corridor or of any track or other improvement on the Corridor or to be constructed thereon by RFTA in the future. If RFTA in its sole discretion upon advice of legal counsel believes that an action permitted by this Easement has or will cause a severance of the Corridor from the UPRR main line, RFTA shall notify the “Jurisdiction” and RFTA and the “Jurisdiction” shall work together to revise this Easement to correct the potential severance or impediment to freight rail service. Only in the event no modification can be agreed upon, may RFTA terminate this Easement.</p> <p>f. The 2017 ACP Update states that access and increased connections to the trail should be encouraged to maximize use by, between, and among neighborhoods and communities.</p> <p>g. Unless an emergency exists, amendments of the ACP will require two readings by the RFTA Board of Directors prior to adoption and can only be adopted in the same manner that the ACP is adopted, i.e. by a unanimous vote of the seven original RFRHA member jurisdictions.</p> <p>h. Denials of crossing proposals can be appealed to the RFTA Board.</p> <p>11. The Design Guidelines (DG) are still undergoing a review by City of Glenwood Springs staff and will be included for review prior to the Second Reading of the draft ACP Update on May 11, 2017. The DG are considered advisory, as is other information included as Appendices to the ACP. Staff believes these documents should be allowed to be updated and revised as necessary without further action of the Board.</p> <p>12. Staff recommends that the RFTA Board approve the 2017 draft ACP Update on Second Reading with the proposed revisions recommended by William Mullins, Walter Downing, and staff.</p> <p>13. Following approval of the ACP, staff will begin working on the update of the Recreational Trails Plan and other sections of the Rio Grande Railroad Corridor Comprehensive Plan. Each section of the Plan, as well as the overall Comprehensive Plan will require a unanimous vote of the seven constituent governments of the Roaring Fork Railroad Holding Authority. Adoption of the ACP Update will provide staff with policies by which to review future proposed uses of the corridor and enable staff to devote its full attention to completing the Comprehensive Plan.</p>
Policy Implications:	Board End Statement 1.1 says, “The Rio Grande Corridor is Appropriately Protected and Utilized.”
Fiscal Implications:	Approximately \$150,000 has been budgeted in 2017 for the Comprehensive Plan Update and other corridor management-related tasks.
Attachments:	Yes, the Draft ACP Update Revised 05-11-17, a 2017 – 2005 ACP Comparison Matrix, and the proposed Design Guidelines can be reviewed by following this link: https://www.rfta.com/trail-documentation/

**RFTA BOARD OF DIRECTORS MEETING
“INFORMATION/UPDATES” AGENDA SUMMARY ITEM # 9. A.**

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: October 12, 2017

Grand Avenue Bridge Transit Service: Half way through the GAB closure. Transit demand remains strong!



Passengers walking across pedestrian bridge to get to AMTRAK Shuttle and 27th St. Station

2017 Actuals/Budget Comparison (August YTD)

2017 Budget Year				
General Fund	August YTD			Annual Budget
	Actual	Budget	% Var.	
Revenues				
Sales and Use tax (1)	\$ 11,333,223	\$ 10,757,846	5.3%	\$ 21,288,000
Grants	\$ 1,742,286	\$ 1,742,286	0.0%	\$ 3,628,703
Fares (2)	\$ 3,149,923	\$ 3,083,215	2.2%	\$ 4,869,000
Other govt contributions	\$ 1,620,261	\$ 1,617,496	0.2%	\$ 1,780,517
Other income	\$ 490,753	\$ 453,820	8.1%	\$ 614,940
Total Revenues	\$ 18,336,447	\$ 17,654,664	3.9%	\$ 32,181,160
Expenditures				
Fuel	\$ 1,015,479	\$ 1,004,214	1.1%	\$ 1,408,112
Transit	\$ 13,323,974	\$ 13,673,575	-2.6%	\$ 20,685,734
Trails & Corridor Mgmt	\$ 240,088	\$ 238,199	0.8%	\$ 471,720
Capital	\$ 3,000,284	\$ 2,958,150	1.4%	\$ 6,611,351
Debt service	\$ 1,132,607	\$ 1,132,606	0.0%	\$ 1,902,244
Total Expenditures	\$ 18,712,433	\$ 19,006,745	-1.5%	\$ 31,079,161
Other Financing Sources/Uses				
Other financing sources (3)	\$ 31,861	\$ 31,861	0.0%	\$ 1,330,900
Other financing uses	\$ (1,701,069)	\$ (1,701,069)	0.0%	\$ (3,372,285)
Total Other Financing Sources/Uses	\$ (1,669,208)	\$ (1,669,208)	0.0%	\$ (2,041,385)
Change in Fund Balance (4)	\$ (2,045,194)	\$ (3,021,289)	32.3%	\$ (939,386)

(1) Sales and Use tax revenue is budgeted and received 2 months in arrears (i.e. June sales tax is received and reflected in August). Actuals exceed budget primarily due to Use Tax revenues.

(2) Through July, fare revenue is up by approx. 4% compared to the prior year. Over the course of the year, the timing of bulk pass orders by outlets and businesses can affect the % change. The chart below provides a YTD August 2016/2017 comparison of actual fare revenues and ridership on RFTA fare services:

Fare Revenue:	YTD 8/2016	YTD 8/2017	Increase/ (Decrease)	% Change
Regional Fares	\$ 2,637,156	\$ 2,715,595	\$ 78,439	3%
Maroon Bells	\$ 384,865	\$ 411,038	\$ 26,173	7%
Advertising	\$ 11,509	\$ 23,290	\$ 11,781	102%
Total Fare Revenue	\$ 3,033,530	\$ 3,149,923	\$ 116,393	4%
Ridership on RFTA Fare Services:	YTD 8/2016	YTD 8/2017	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	622,298	658,125	35,827	6%
BRT	602,638	617,336	14,698	2%
SM-DV	48,219	50,860	2,641	5%
Maroon Bells	129,950	145,613	15,663	12%
Grand Hogback	66,739	74,251	7,512	11%
Total Ridership on RFTA Fare Services	1,469,844	1,546,185	76,341	5%
Avg. Fare/Ride - Regional	\$ 1.97	\$ 1.94	\$ (0.03)	-1%
Avg. Fare/Ride - MB	\$ 2.96	\$ 2.82	\$ (0.14)	-5%

(3) Approximately \$1.29 million has been budgeted as a transfer from the Capital Projects Fund assuming that RFTA issues the remaining bonding authority of \$7.1 million and reimburses the General Fund for this amount using bond proceeds. If RFTA does not issue bonds, then the budget will need to be amended to remove this transfer, resulting in a budgeted change in fund balance of -\$2.2 million compared to -\$939,386.

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

RFTA System-Wide Transit Service Mileage and Hours Report

Transit Service	Mileage August 2017 YTD				Hours August 2017 YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	2,685,551	2,664,822	20,729	0.8%	122,135	121,346	790	0.7%
City of Aspen	389,620	390,295	(675)	-0.2%	43,289	43,231	58	0.1%
Aspen Skiing Company	196,241	216,428	(20,187)	-9.3%	14,599	14,480	119	0.8%
Ride Glenwood Springs	80,757	77,887	2,870	3.7%	6,968	6,559	409	6.2%
Grand Hogback	145,332	143,563	1,769	1.2%	5,719	5,766	(47)	-0.8%
Specials/Charters	4,027	4,488	(461)	-10.3%	469	435	34	7.9%
ADA/Senior Van	11,906	13,185	(1,279)	-9.7%	2,018	1,387	631	45.5%
MAA Burlingame	23,375	24,824	(1,449)	-5.8%	1,684	1,700	(15)	-0.9%
Maroon Bells	52,708	48,046	4,662	9.7%	4,289	3,934	354	9.0%
GAB Transit Mitigation	40,324	27,876	12,448	44.7%	2,733	1,919	814	42.4%
Total	3,629,841	3,611,414	18,427	0.5%	203,903	200,756	3,147	1.6%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report

Service	Aug-16	Aug-17	#	%
	YTD	YTD	Variance	Variance
City of Aspen	1,018,061	1,089,547	71,486	7.02%
RF Valley Commuter	1,814,091	1,816,865	2,774	0.15%
Grand Hogback	66,739	74,251	7,512	11.26%
Aspen Skiing Company	467,171	468,399	1,228	0.26%
Ride Glenwood Springs	128,128	134,173	6,045	4.72%
Glenwood N/S Connector	4,940	-	(4,940)	N/A
X-games/Charter	29,440	28,265	(1,175)	-3.99%
Senior Van	2,845	3,133	288	10.12%
MAA Burlingame	58,589	52,333	(6,256)	N/A
Maroon Bells	129,950	145,613	15,663	N/A
GAB Transit Mitigation Svcs.	-	94,724	94,724	N/A
Total	3,719,954	3,907,303	187,349	5.04%

Subset of Roaring Fork Valley Commuter Service with BRT in 2017

Service	YTD Aug 2016	YTD Aug 2017	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	622,928	658,125	35,197	6%
BRT	602,638	617,336	14,698	2%
Total	1,225,566	1,275,461	49,895	4%

2018 RFTA Annual Budget Schedule

Date	Activity	Status
8/10/2017	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	COMPLETED
9/14/2017	Presentation/Direction/Action: 1 st draft budget presentation	COMPLETED
10/12/2017	Presentation/Direction/Action: 2 nd draft budget presentation	On schedule
11/9/2017	Public Hearing: Final budget presentation and adoption	On schedule

The “10-12-17 Planning Department Update.pdf,” can be found in the October 2017 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.

Facilities and Bus Stop Maintenance October 12, 2017

Capital Projects Update

Basalt Underpass:

The Basalt underpass project is approximately 95% completed and the project is in the final stages of construction. The contract end date is October 20th and it is expected that the contractor will finish at that time.

- The landscaping of the site is underway.
- Final electrical components are being installed.
- The punch list has been completed and the contractor is working through that list.

GMF/RTC Program of Requirements (POR):

- The second round of meetings to develop the program of requirements (POR) for the renovation of the Glenwood Maintenance Facility/Regional Transportation Center were held in Carbondale with the Shrewsbury design build team and staff from RFTA.
- A tour of the AMF was done to help understand what design elements work well at the facility and to learn from that renovation project.
- A tour of the Glenwood maintenance facility was also held to document the current deficiencies at the facility and to meet with employees who work there to get their input on what improvements are currently needed, and to get their comments on the renovation/expansion plan.
- The GMF tour also helped the design team understand how the facility functions as well as the issues related to running a significantly higher number of buses through the facility. The GAB service has been an excellent test of what problems an expansion of the facility will create.
- Staff began to work through the requirements for MEP, IT, parking, energy efficiency, building envelope, waste management, FFE.

Glenwood Maintenance Facility:

- The recent heavy rains in Glenwood Springs did some damage to the roof at the GMF and made some of the existing problems the roof membrane had significantly worse. Staff is working on emergency repairs to make the membrane weather tight through the winter season and we will be evaluating our options on either doing major repairs to the roof in the spring or replacing the entire roof. The membrane was originally install in 2001 and had a 15-year warranty on materials which translates to a 15-20 year useful life. The roof is now 17 years old and the fire of 2002, the foundation stabilization project and the CNG fueling station project have all taken their toll on the membrane. Staff has budgeted fund for this roof project in 2018 and will report back to the board after a survey of the roof has been completed and a decision made on either repairing the existing roof or replacing it.
- Throughout the last year staff has been trying to locate the source of a number of electrical problems at the GMF. Staff believes there are a number of issues with the system that contribute to the problems staff has had with the CNG alarm systems and with the CNG fueling facility.

Background:

- In 2009 there was a problem with the main electrical lines that provide the electricity to the facility. One of the 3-phase lines shorted out which resulted in a net loss of about 40 AMPs of power to the facility. As a result of this short, the original power rating for the facility was reduced from 800 amps to 760 amps

- Monitoring of the electricity from the electrical grid has shown it comes into the facility “dirty,” which means it has poor harmonics, and this can create problems with the functioning of the facility’s equipment. A good analogy is running dirty water through a pump and irrigation system. No one is sure why this occurs and this problem will require additional investigation.
- The CNG fueling station draws a great deal of power when comes on line to compress natural gas for the fueling station. The monitoring of the electrical power at the facility shows that at peak times the facility is drawing approximately 1000 amps through a system rated for 760.
- When the CNG station comes on line the electrical harmonics at the facility get worse and the power circulating through the facility becomes even “dirtier.” Again, we are not sure why this occurs, but it could indicate a grounding problem with the system, and we will have to investigate this issue further.
- The Shrewsberry design team includes the firm of Cator/Ruma, and their electrical engineers have been tasked with investigating this overall power issue at the GMF, reporting back on the cause, and recommending a set of potential solutions. Staff will report back to the Board on this issue when we have more information.

Parker House Apartments:

- A portion of the sewer line that services the laundry room at the Parker House employee housing complex has collapsed and needs to be replaced. It is believed that this line was originally installed sometime in the 1950’s and is constructed from “Orangeburg” bituminized fiber pipe, which is made from wood pulp and pitch. Staff does not know how much of this pipe was used and how much remains in the ground throughout the property. Staff has contracted Rotor Rooter to begin excavating the line and replacing as much as necessary to make the system functional again.

Carbondale Maintenance Facility:

In the 2018 budget, staff has included \$100,000 to begin the programming process for the development of new office space and employee housing on the Carbondale Maintenance Facility (CMF) property to replace and consolidate the organization’s existing offices space at the CMF, bank property, and Parker House and Main Street apartments. This process will begin with a programming exercise to establish and document the current and future needs of the organization and define all the parameters of the project. Staff will then begin to develop design concepts, phasing options and conceptual budgets.

**Facilities, Rail Corridor & Trail Update
RFTA Employee Housing**

- The Main Street apartment complex in Carbondale, a 5 unit complex with 7 beds, is currently at **100%** occupancy.
- The Parker House apartment complex in Carbondale, a 14 unit complex with 24 beds unit, is currently at **96%** occupancy.
- RFTA’s allotment of long-term housing at Burlingame in Aspen, consisting of four one-bedroom units, is currently at **100%** occupancy.
- RFTA Permanent employee housing is currently at **97%**.
- Beginning September 1, 2017, RFTA had access to 21 seasonal, 2 bedroom units at Burlingame. As of October 1, 2017, staff has returned 5 seasonal two bedroom units to Burlingame. Tenants have begun transitioning from the SKICO summer seasonal housing to the Burlingame seasonal housing. Staff will also be utilizing the Burlingame seasonal housing for placement of new hires, returning seasonal employees and the additional staff necessary to operate at higher capacity for the Grand Avenue Bridge replacement project.

- RFTA signed a master lease agreement with SKICO for 4, four bedroom summer seasonal units, similar to the lease RFTA has with Burlingame. RFTA will be turning the units back over to SKICO on October 31st.
- RFTA has signed a master lease agreement with Preferred Properties for two townhomes in New Castle, 1- three bedroom unit and 1- two bedroom unit. Staff will be turning the units back over to the Property Management Company in the spring of 2018.

RFTA Railroad Corridor

Right-of-Way Land Management Project: Along with its legal and engineering consultants, RFTA staff has been working on completing the following tasks in 2017:

- An update to the 2005 Comprehensive Plan. *The first document to be updated is the Access Control Plan. This item was on the agenda for the April 13th meeting and was successfully and unanimously passed. It will be continued until January 11, 2018 for the second reading.*

Once the draft versions of ACP and DG are finalized and approved by the RFTA Board then staff will send out both documents to GOCO, with an updated list of crossings including existing crossings that have not been previously approved, any potential new crossings being proposed as well as any new crossings that might be on the horizon, to secure GOCO's approval of the ACP, DG and updated list of crossings. *A final version of the ACP and DG with all associated documentation is available on the RFTA website at <http://www.rfta.com/trail-documentation/>.*

- With acceptance of the ACP by the RFTA Board of Directors, staff will work with the attorneys to review and update the existing templates & formats that RFTA is using for licensing in the Rail Corridor.
- The final version of the ACP and DG will also allow staff to finalize a process for RFTA that will enable it to have railroad and legal experts review, assess and report on proposed development impacts along the corridor along with recommendations regarding potential mitigation of the impacts that RFTA can provide to permitting jurisdictions.
- Once the process for the ACP is complete and the forms and review process has been finalized, staff will begin updating the rest of the Comprehensive Plan. We will begin with an update to the Recreational Trails Plan and then update the Executive Summary documents to bring back to the RFTA Board for review and direction.
- Federal Grant Right of Way (fgrow) project – Staff has been working with members of the Cole subdivision on a project to clean up the property issues involving 4 individual neighbors in this neighborhood. As of the July 13th meeting, staff was informed by one of the property owners in this subdivision that they are working through a claim involving the title company that produced the title work for the acquisition of their parcel. As a result staff has put this project on hold pending the outcome of this claim. *(NO new update this month)*
- **Recreational Trails Plan Update** - Staff will begin working on the update for the Recreational Trails Plan sometime in 2017. Staff will be using the Pitkin County Rio Grande Trail Management Plan as the starting point for the update and will be inviting the public to participate in this process. Staff has met with the Pitkin County Open Spaces & Trails team and we have discussed a rough plan for the update, with the initial focus being placed on the e-bike topic, in hopes of having a consistent policy for e-bikes on both ends of the Rio Grande Trail by the beginning of bike season in the spring of 2018

- **South Bridge** – Staff is in the process of reviewing the updated plans provided by the City of Glenwood Springs. Staff and will be providing comments back to the City staff in mid-October
- **8th Street Crossing Project by CDOT and the City of Glenwood Springs** – *See the October 12th Agenda item #7.B.*



Rio Grande Trail Update

- Staff continues working to beautify the corridor through Carbondale, called the Rio Grande ArtWay.
 - The Masterplan is on RFTA’s website. <http://www.rfta.com/trail-documentation/>
 - Please feel free to reach out to Brett Meredith, bmeredith@rfta.com if you have any questions, comments and/or concerns regarding this process
 - Funding is needed for an irrigation system, picnic areas, art installations, native landscapes, a Latino Folk Art Garden, and creating a Youth Art Park
 - Staff is working with the Carbondale Rotary clubs, Carbondale Arts, and DHM Design to design DeRail Park (SH 133 across from the Park and Ride) site. Construction has begun and a new fence has been installed, the soft surface trail has been built, topsoil, wood mulch have also been spread on site.
 - Irrigation installation and a volunteer planting day is next up for DeRail Park
 - The Latino Folk Art Garden at 8th St in Carbondale has been designed (draft) and site clean-up has begun!
 - Staff is worked with SGM (Glenwood Springs’ office) to design the Roll Zone portion of the ArtWay. A “single track” has been constructed (with the help of over 50 volunteers!) in the corridor adjacent to the asphalt from 8th St down to DeRail Park.
 - The public has been supportive and interested groups and businesses are signing up for participation
- Staff secured a Colorado Parks and Wildlife grant to fund a soft-surface trail through Carbondale and shoulder repairs along the lower 20 miles of corridor.
 - RFTA received the executed grant contract on October 6th and staff is coordinating with the contractor and CPW.
 - Construction began on April 5 on the soft surface trail and retaining walls and shoulder repair.
 - We had major issues with the contractor and subsequently, RFTA terminated the contract.
 - Staff is working through the process to resolve the issues amicably and to pay the contractor for the work completed to date.
 - This job will be completed with our “preferred vendor” contractor, Holmes Excavation in the Fall of 2017
 - Holmes began shoulder repair on Sept. 18 and are making good progress.
 - Grant expires on Dec. 31, 2018.

- Staff is busy with trail season and keeping the trail safe is our primary goal.
 - Staff has been out on the trail picking up trash, trimming trees, clearing sightlines, and finding/pulling weeds.
 - Staff continues the constant process of grinding root upheaval bumps and painting any new ones that pop up.
- Staff has been researching and preparing for 2017 and 2018 projects; which includes cleaning debris from retaining walls, goats, revegetation, ArtWay projects, and bridge repair.
- Staff observed the Thompson Glen ditch maintenance crew cleaning the ditch and dumping the spoils on RFTA property. This is a huge issue for trail staff due to the noxious weeds it spreads. We had a meeting on May 30 to discuss and find a common ground with the ditch company to stop this behavior.
 - Staff is hopeful to hire a contractor to clean up the ditch spoils and take them offsite.
- We are hoping to repair the Sopris Creek Bridge and the Roaring Fork Bridge in the near future, 2017-2018.
- Staff hosted the annual CEC meeting and shared reports on the 9 conservation covenant areas as well as any issues over the last year.
- Staff has been fielding calls and emails regarding e-bikes and their allowed use on the Rio Grande Trail.
 - Staff has been researching and coordinating with member jurisdictions and other agencies
- Goat Green, LLC was back in the valley working the RGT corridor with 220 goats! The goats worked the corridor for about 35 days this year and made great progress. We spread over 1,000 lbs of grass seed ahead of the animals.
 - For more project information please contact Brett Meredith.