

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

TIME: 8:30 a.m. – 11:00 a.m., Thursday, November 10, 2022

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

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

(This Agenda may change before the meeting)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	8:30 a.m.
2	Public Hearing:			
	A. Public Comment Regarding Pending 2022/2023 Winter Season Service Reductions for Efficiencies, as well as Due to Inadequate Staffing Levels – Kurt Ravenschlag, COO, page 3	2.1	Public Input	8:31 a.m.
3	Executive Session:			8:35 a.m.
	A. Paul Taddune, General Counsel: Pursuant to C.R.S. 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal or other property interests (Possible acquisition and lease for RFTA employee affordable housing)	3.5.2.B.	Executive Session	
4	Approval of Minutes: RFTA Board Meeting October 13, 2022, pg. 7		Approve	8:45 a.m.
5	Public Comment: Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person)		Public Input	8:47 a.m.
6	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	8:50 a.m.
7	Presentations/Action Items:			
	A. Presentation of 3rd Draft of RFTA 2023 Budget – Michael Yang, CFAO and Paul Hamilton, Director of Finance, page 18	2.5	Discussion /Direction	9:00 a.m.
	B. Glenwood Springs Regional Origin and Destination Study. – Terri Partch, City of Glenwood Springs and David Johnson, Director of Planning, page 39	4.2.5	Approve	9:25 a.m.
	C. Climate Action Plan (CAP) Update- Jason White, Assistant Planner and Wes Maurer, Gannett Fleming, page 42	4.25	Discussion /Direction	9:40 a.m.
	D. LOVA Trail Update – Jeanne Golay, Executive Director, LOVA Trail, page 44	4.25	Discussion /Direction	10:20 a.m.
	E. Update Regarding the Regional Bikeshare MOU Process – Dan Blankenship, CEO, page 46	1.2.4	FYI	10:30 a.m.
8	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 48	2.8.6	FYI	10:40 a.m.
	(Agenda Continued on Next Page)			

	Agenda Item	Policy	Purpose	Est. Time
9	Issues to be Considered at Next Meeting:			
	To Be Determined at November 10, 2022 Board Meeting	4.3	Meeting Planning	10:50 a.m.
10	Next Meeting: 8:30 a.m. – 11:00 a.m., December 8, 2022: In-person at Carbondale Town Hall, 511 Colorado, Carbondale, 81623, or via Webex Teleconference (details to be provided later)	4.3	Meeting Planning	10:55 a.m.
11	Adjournment:		Adjourn	11:00 a.m.

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RFTA BOARD OF DIRECTORS MEETING
“PUBLIC HEARING” AGENDA ITEM SUMMARY # 2. A.

Meeting Date:	November 10, 2022
Subject:	Public Comment Regarding Pending Winter Season Service Reductions
Strategic Outcome:	5.0 Satisfied Customers 3.0 Sustainable Workforce
Strategic Objective:	5.4 Provide easy, modern and reliable services 3.2 Provide competitive compensation and benefit packages 3.3 Provide comfortable and affordable short-term and long-term housing solutions
Presented By:	Kurt Ravenschlag, COO Ian Adams, Operations Director
Staff Recommends:	Staff is seeking RFTA Board support of the recommended 2022/2023 winter service reductions/modifications. Given the short time frame until the winter season begins, and all of the behind-the-scenes work required to develop schedules and shifts for Bus Operators and communicate the changes to the Public, there was insufficient time to explore other alternatives or to provide a 30-day Public Comment period. However, even though the service changes from past winter service plans will have gone into effect on Monday, November 21, the opportunity for Public Comment is being provided at the November 10 Board Meeting.
Executive Summary:	<p>Due to changes in scheduling procedures and efforts to streamline the Winter Service Plan to be in alignment with projected staffing levels and newly adopted scheduling practices. The following recommended changes from past winter service plans will deliver a high quality service level to the public that is more cost effective and requires fewer drivers. RFTA is proposing to make the following improvements to our 2022/2023 Winter Service Plan.</p> <p>Regional Services</p> <p>BRT Service</p> <ul style="list-style-type: none"> • AM Up-Valley/PM Down-Valley headways - 7-8 minutes (remains the same as winter 2021/2022) • AM Down-Valley/PM Up-Valley headways - 15 minutes (reduction from 10 minutes in Winter 2021/2022)* • Early morning and late afternoon headways - 15 minutes (remains the same as winter 2021/2022). • Late-Night headways - 30-minutes (improved from 60 minutes in winter 2021/2022)* • Up-Valley service hours 4:35 am-11:20 pm (remains the same as winter 2021/2022) • Down-Valley service hours 5:50 am-12:20 am (40 minutes less than winter 2021/2022)

	<p>HGB Service</p> <ul style="list-style-type: none"> • 3 of 7 New Castle trips reduced in summer 2022 have been added back to the schedule to allow for a minimum of 60 minute headways throughout entire service day. • 2 additional New Castle trips extended to Rifle (improved from winter 2021/2022) <p>Valley Express</p> <ul style="list-style-type: none"> • Elimination of all 12 express trips for Winter 2022 season (Offset by increased BRT headways during peak times and moving to 30-minute headways for BRT from 8 pm until Midnight)* <p>Snowmass Valley Direct</p> <ul style="list-style-type: none"> • Converted all AM Up-Valley Snowmass express trips to Snowmass BRT trips • Eliminated two AM Up-Valley Snowmass local trips • Staggered PM Down-Valley BRT and Local trips from Snowmass to extend regional service hours from Snowmass Mall by an additional 30 minutes. • Converted one PM Down-Valley BRT trip from Snowmass to a Local to align trip counts to mirror AM Up-Valley services. • Elimination of one PM Down-Valley BRT trip from Snowmass Mall <p>*Efficiency Improvements</p> <p>Contracted Services</p> <p>At this point in time, there are limited changes reductions/additions to any RFTA contracted services with City of Aspen, City of Glenwood Springs, Pitkin County, Ski Company or Garfield County unless requested by said contract partner.</p>
<p>Background Discussion:</p>	<p>The Roaring Fork Transportation Authority utilizes an Operational Readiness calculator to determine whether or not we have the appropriate level of Bus Operators to deliver a particular season’s scheduled service. For example, a 100% readiness means RFTA has the exact number of bus operators to cover the scheduled service. However, 100% readiness does not account for vacations, sick absences, FMLA or other reasons an employee might be away from work. Ideally, RFTA would have a 120% readiness to account for all the various absences the Operations’ staff would be dealing with on a day-to-day basis. RFTA has established a threshold of 105% readiness before service reductions would be necessary to reliably deliver scheduled service.</p> <p>Over the last 3 seasons RFTA has been reworking our scheduling process and optimizing routes where we are able. This entails assessing our running times for routes, reworking layover time and headways, assessing boarding levels of trips, interlining shifts, eliminating excess non-revenue time (deadheads), and rearranging start locations for shifts. The winter season was the largest reworking that has been done this year. This optimization has allowed us to reduce the number of hours needed to provide service for the winter season by roughly 100 hours per day with minimal disruption to the service that the public is used to for our winter seasons.</p>

These optimizations allow RFTA to deliver a high quality service to the public that is more cost effective and requires fewer drivers.

RFTA has modified our hiring processes for this winter season and with the expected returning seasonals and new hires we are expecting to reach a 105% readiness by Mid-December, giving RFTA the confidence that further service reductions will not be necessary for 2022/2023 winter season. Two additional classes graduating in January and February are projected to increase our staffing levels to our ideal level of readiness. Based upon current staffing projections, RFTA will likely incur a higher level of overtime through December until our December classes have graduated and joined the driver ranks.

Figure 1. Winter 2022/2023 Proposed Service Reductions

Services Provided by RFTA	Winter 2021 Daily # One-Way Trips	Summer 2022 Daily # One-Way Trips	Winter 2022 Daily # One-Way Trips	# Variance Winter 2021 to Winter 2022	% Variance Winter 2021 to Winter 2022	Service Impacts
Valley Local Commuter	84	84	82	-2	0%	No changes to overall schedule, late night corridor buses eliminated from schedule
Valley Express	12	0	0	-12	-100%	Elimination of Valley Express service, will be supplemented in evenings by additional BRTs
BRT	149	110	130	-19	-13%	Increased headways at peak, eliminated non critical trips, 30 minute headways in evening
Carbondale Circulator	65	65	65	0	0%	No change
Hogback I-70 Corridor	48	41	44	3	-8%	Reinstated 3 GW/NC trips, established consistent hourly service to NC compared to Winter 2021
Brush Creek to Snowmass	15	70	29	14	93%	Added return trips instead of deadheads for SMI buses
SMA	69	1	69	0	0%	No Change
Snowmass Valley Direct	15	0	12	-3	-20%	Elimination of Snowmass Valley Direct service
Snowmass Skier	77	NA	117	40	52%	No real change in service, scheduled peak service that formerly was provided ad hoc
Highlands Direct	103	NA	96	-7	-7%	Reduction in trips during non critical parts of the day
Buttermilk	71	NA	71	0	0%	
Woody Creek	25	25	25	0	0%	No change
Ride Glenwood	25	25	25	0	0%	No change
City of Aspen	345	289	352	7	2%	7 additional XT trips to accommodate late night service
Total Daily Trips	1,103	710	1,117	21	1%	

Governance Policy:

RFTA Board Treatment of the Public Policy 2.1 states, “The CEO shall not fail to clearly communicate to the public what may be expected from the services offered. The public shall be provided an opportunity to comment on proposed “major” service reductions and to any changes in fares at least 30 days prior to implementation of them. Major Service changes are defined as:

- A. Reductions in service hours for an upcoming season that are greater than 10% when compared to the same season in the previous year;
- B. Elimination of a route or a portion of a route (except for seasonal services such as the Bike Express);
- C. Reduction in regular headways of 20% or greater; and

	<p>D. Other changes that RFTA staff may deem significant.</p> <p><i>The requirement for an opportunity for public comment on proposed “major” service reductions and to any changes in fares at least 30 days prior to their implementation may be waived by the RFTA Board in the event of an emergency.</i> In the event the emergency waiver is exercised, an opportunity for public comment will be scheduled as quickly as possible after the waiver is exercised or the “major” service reduction or fare change is implemented.</p>
Fiscal Implications:	There will be reduced operating costs this 2022/2023 winter season.
Attachments:	None

**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
October 13, 2022**

Board Members Present:

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

Non-Voting Alternates Present:

Bill Madsen (Town of Snowmass Village); Ward Hauenstein (City of Aspen); Francie Jacober (Pitkin County)

Staff Present (in person or via WebEx):

Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial Administrative Officer (CFAO); Kurt Ravenschlag, Chief Operating Officer (COO); Nicole Schoon, Secretary to the Board of Directors; Mike Hermes, Angela Henderson, Abbey Pascoe, and Jud Lang, Facilities and Trails Department; Paul Hamilton, Director of Finance; David Johnson and Jason White, Planning Department; Tammy Sommerfeld and Rebecca Hodgson, Procurement Department; Jamie Tatsuno, Communications Manager; Jason Smith, Safety and Training Manager; Mike Christenson, Director of Vehicle Maintenance; John Blair, Operations Manager; Craig Dubin, Special Projects Manager; Ed Cortez, President ATU Local 1774

Visitors Present (in person or via WebEx):

David Pesnichak (EOTC/Pitkin County); Linda DuPriest, (City of Glenwood Springs); Lynn Rumbaugh (City of Aspen); Sam Guarino (Town of Snowmass Village); and John Stroud (Post Independent)

Agenda

1. Call to Order/Roll Call:

Jeanne McQueeney called the RFTA Board of Directors to order at 8:31 a.m. McQueeney declared a quorum to be present (7 member jurisdictions present) and the October 13, 2022 RFTA Board of Directors meeting began at 8:32 a.m.

2. Executive Session:

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

Art Riddile moved to adjourn from the Regular Board Meeting into the Executive Session and Bill Kane seconded the motion. The motion was unanimously approved. Executive Session began at 8:33 a.m.

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

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

No action was taken during the Executive Session, which adjourned at 8:45 a.m.

3. Approval of Minutes:

Ben Bohmfalk moved to approve the September 8, 2022, Board Meeting Minutes, and Alyssa Shenk seconded the motion. The motion was unanimously approved.

4. Public Comment:

McQueeney asked if any member of the public would like to address the Board or make a comment regarding items not on the October 13, 2022 Board Agenda.

No members of the public had any comments.

McQueeney closed Public Comments at 8:47 a.m.

5. Items Added to Agenda – Board Member Comments:

McQueeney asked if there were any items that needed to be added to the October 13, 2022, Board meeting Agenda.

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

McQueeney asked if any Board member had comments or questions regarding issues not on the October 13, 2022 Board meeting Agenda.

No members of the Board had any comments.

McQueeney closed Board comments at 8:48 a.m.

6. Consent Agenda:

- A. Resolution 2022-21: A Resolution Authorizing and Approving the Contract for the Purchase of the Property Located in the City of Glenwood Springs, Colorado, Owned by Homestead Inn, LLC Commonly Known as the “Rodeway Inn” (Garfield County Assessor Parcel No. 218505400003) – Kurt Ravenschlag, COO**

RFTA has entered into a contract to purchase the Rodeway Inn in Glenwood Springs for \$4,880,000.00, to address a critical shortage of affordable housing for RFTA employees. The facility has 42 units and will need a fire suppression system, kitchenettes, and other improvements. The total expense of this acquisition, due diligence, renovation, and other miscellaneous expenses could be approximately \$9 million. Staff may also recommend that this acquisition take advantage of lease/purchase financing in the future in order to spread the cost of the acquisition.

Shenk motioned to approve Resolution 2022-21: A Resolution Authorizing and Approving the Contract for the Purchase of the Property Located in the City of Glenwood Springs, Colorado, Owned by Homestead Inn, LLC Commonly Known as the “Rodeway Inn” (Garfield County Assessor Parcel No. 218505400003), and Riddile seconded the motion. The motion was unanimously approved.

B. Authorization for RFTA CEO to Enter into Leases for RFTA Seasonal Housing – Kurt Ravenschlag, COO

To help meet RFTA’s seasonal housing needs, RFTA seeks authorization from the Board to enable the CEO to enter into short-term lease agreements. RFTA will utilize existing budget, approved for 2022 from the seasonal employee housing line item, to secure new lease agreements.

Shenk motioned to approve the Authorization for RFTA CEO to Enter into Leases for RFTA Seasonal Housing, and Riddile seconded the motion. The motion was unanimously approved.

C. Resolution 2022-25: Authorization to Submit a Grant Application for FY2023 CDOT “Super Call” Capital Funding to Construct Phase 6B and Phase 8 of the Glenwood Springs Maintenance Facility (GMF) – David Johnson, Director of Planning

The Colorado Department of Transportation’s (CDOT) Division of Transit and Rail (DTR) has issued the calendar year 2023 “Super Call” for projects. RFTA requests authorization to submit a grant application for FY23 CDOT “Super Call” capital funding assistance in the amount of \$15.5 million with a \$3.9 million in local matching funds commitment.

RFTA has fulfilled a funding plan for GMF Phases 1-5 and 7 of its 10-phase master planned GMF renovation and expansion project, and has contracted with a design-build team to construct 3-7. A portion of Phase 6, the West Glenwood Transit Hub, has been funded by a \$4.8 million RAISE grant (Phase 6A). The remainder of Phase 6, (Phase 6B) consists mostly of the 3-story Operations and Administration Center above the West Glenwood.

Cost estimate of Phase 6B and 8 is approximately \$19.5 million. RFTA has requested \$15.5 million in CDOT funding, and if awarded those funds Phase 6B and Phase 8 can be added to the design-build construction package, and the core GMF Phases 1-8 can be complete and implemented by end of 2025.

Shenk motioned to approve Resolution 2022-25: Authorization to Submit a Grant Application for FY2023 CDOT “Super Call” Capital Funding to Construct Phase 6B and Phase 8 of the Glenwood Springs Maintenance Facility (GMF), and Riddile seconded the motion. The motion was unanimously approved.

D. Resolution No. 2022-23: Authorization for the Roaring Fork Transportation Authority to Enter into a State of Colorado Intergovernmental Agreement to Fund the Construction of the 27th Street / SH 82 Pedestrian Underpass Project – Dan Blankenship, CEO

RFTA was awarded an additional \$1 million of CDOT Multi-Modal Options Funding (MMOF), as well as \$6,020,468 in USDOT RAISE grant funding. For this reason, the previous Amended and Restated Intergovernmental Agreement is being superseded by a State of Colorado Intergovernmental Agreement.

RFTA’s local match requirement has been increased to \$4,876,965. RFTA had previously budgeted excess local revenue for the project to cover the initial estimated funding gap. When bids were received, the gap was significantly higher than the initial estimate. Fortunately, the excess local funding previously appropriated can now be used to match the RAISE grant. RFTA has ample funding appropriated to meet its current local match requirement without appropriating additional funding.

Shenk motioned to approve Resolution No. 2022-23: Authorization for the Roaring Fork Transportation Authority to Enter into a State of Colorado Intergovernmental Agreement to Fund the Construction of the 27th Street / SH 82 Pedestrian Underpass Project, and Riddile seconded the motion. The motion was unanimously approved.

7. Public Hearing

A. Resolution 2022-24: 2022 Supplemental Budget Appropriation Resolution – Paul Hamilton, Director of Finance and Michael Yang, CFAO

Sales Tax Revenues:

- \$4,800,000 increase in Sales Tax Revenues

Fare Revenues:

- \$385,000 increase in Fare Revenue

Other Income:

- \$510,000 increase in Other Income

Bus Replacements:

- \$5,743,672 increase in Grant Revenues
- \$7,339,521 decrease in Other Financing Sources
- \$120,000 decrease in Debt Service

Acquisition of Real Property Located in Glenwood Springs for Employee Housing:

- \$4,880,000 increase in Capital Outlay
- \$20,000 increase in Transit
- \$20,000 decrease in Capital Outlay

GMF Expansion Project – Phase 6:

- \$108,062 in Capital Outlay

GMF Expansion Project – Phases 3, 4, 5, and 7:

- \$58,000 increase in Transit
- \$58,000 decrease in Capital Outlay

Mobile Ticketing:

- \$42,000 increase in Capital Outlay
- \$42,000 decrease in Transit

Portable Lifts for Vehicle Maintenance:

- No budget amendment required

McQueeney asked if any member of the public would like to address the Board or make a comment regarding Resolution 2022-24: 2022 Supplemental Budget Appropriation Resolution.

No members of the public had any comments.

McQueeney closed Public Comments at 8:55 a.m.

Shenk motioned to approve Resolution 2022-24: 2022 Supplemental Budget Appropriation Resolution, and Riddile seconded the motion. The motion was unanimously approved.

8. Presentations/Action Items:

A. Presentation of 2nd Draft of RFTA 2023 Budget – Michael Yang, CFAO and Paul Hamilton, Director of Finance

Updates from the 1st Draft to the 2nd Draft RFTA Budget:

- The 2023 preliminary budget transit service hours and miles reflect a 5.1% and 5.2% increase over 2022 projections, respectively.
- RFTA has increased its recruiting efforts, increased bus operator wages, continues to offer hiring bonuses, and *ongoing focus on long-term employee housing*.
- *Approximately \$4.7 million of property tax revenues are being used to fund the costs for Destination 2040 Plan Projects (net of lease proceeds or grants/contributions), and \$2.2 million available is being used to fund strategic initiatives with a recommended use of fund balance of \$731,000. The primary reason for using fund balance is due to the \$1.4 million match for the GMF Transit Service Plaza Phase 6 Project and RFTA staff's recommended additional \$1 million contribution to the Town of Snowmass Village Transit Center Project, included in the Destination 2040 Plan.*
- *Health care costs continue to rise and the 2022 increase has been confirmed to be approximately 7% increase for health insurance premiums, 5% increase for dental insurance premiums, and no change to vision and hearing premiums. RFTA plans to cover the incremental costs and maintain the current employee contribution amounts for the various types of plan coverages offered.*
- *Of the eight jurisdictions, staff has received sales tax revenue assumptions and estimates from all eight jurisdictions. Preliminary sales tax revenue estimates by jurisdiction as of August 2022:*

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

- *A notice of award has been received for 2023 grant amounts.*
- *Garfield County's support for the Grand Hogback bus service is anticipated to increase from \$500,000 in 2022 to at least \$575,000 in 2023. RFTA staff has provided a letter with its grant request to the County and will plan to make a presentation to the Board of County*

Commissioners at their October 24th meeting for the potential increase and also to consider restoring funding back to the pre-pandemic level, if at all possible.

- For positions outside of the Collective Bargaining Unit (CBU), the budget assumes a merit increase of up to 4% effective at each employee's annual performance review date, resulting in an additional cost of approximately \$364,000.
- Request for Funding Applications. \$35,000 from Garfield Clean Energy (GCE).
- Approximately \$6,875,000 of capital outlay has been budgeted.
- *Management has reviewed the list of strategic initiatives and identified high priority projects and updated the 2nd draft budget to include nearly ~\$4.7 million of projects included in the Destination 2040 Plan (notably the We-Cycle program) and ~\$2.2 million for other initiatives. As staff continues to refine the revenue assumptions and operating budget over the course of the budget planning process, the project list will be updated accordingly based on priority.*
- Approximately \$751,000 of current available resources is budgeted to be transferred from the General Fund to the Bus Stops/Park and Ride Special Revenue.
- 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 \$163,000 of current available resources from the General Fund to the Service Contract Special Revenue Fund.
- **Staffing**
 - ◆ *Adds two (2) Transportation Road Supervisors*
 - ◆ *Adds two (2) Buyer I's*
 - ◆ *Adds two (2) Facility Technician III's*
 - ◆ *Adds one (1) IT Business Specialist*
 - ◆ *Adds one (1) Business Specialist III*
 - ◆ *Adds one (1) Mobility Coordinator*
- Notable high priority projects and strategic initiatives for 2023:
 - ◆ *Glenwood Maintenance Facility (GMF) Expansion Project – Phase 6 Planning/Design*

Ward Hauenstein questioned what the Kickstart of the 1st/Last Mile Mobility covers and what period of time does it cover?

Dan Blankenship responded that the Kickstart of the 1st/Last Mile Mobility has not been defined as well as it should be. RFTA will work on making it more defined to set the length of time that will be covered as well as what funds will be allowed to cover.

Hauenstein asked if RFTA is splitting the operating expense for the Basalt Downtowner and how long will it be funding it.

Blankenship stated that it will be split for three (3) years, and year four (4) they would hopefully be able to find other means of funding to help pay the costs. A potential way to cover the expenses would be to use the remaining 0.2% RFTA sales tax that could be levied in Basalt, with voter approval, to help fund a portion of the Downtowner cost.

Francie Jacober questioned what the cause of the increase in funds was for the Town of Snowmass Village Transit Center, since it appears that the scope of the project has not changed enough to cause such an extreme cost increase.

Sam Guarino, Snowmass Village Transit Manager, responded that the scope of the project did change slightly, however many assumptions such as soil tests and the cost to build (supply chain costs) were the reasons for the significant price increase, i.e. \$26.5 million.

Hauenstein asked if all available funding options were explored to help pay for this project.

Guarino stated that yes, all Federal and State funding opportunities were explored and in the end \$16 million was secured to help pay for the project.

McQueeney stated that it is great that RFTA staff are asked for their ideas and opinions for funding requests. Asked that the Board be given the opportunity to see the staff requests for funding.

Michael Yang stated that he would have a list of all strategic initiatives requests for funding for the Board to review.

B. Resolution 2022-22: A Resolution of the Roaring Fork Transportation Authority (In the State of Colorado) Declaring its Official Intent to Reimburse Itself with the Proceeds of a Lease Purchase Financing for Capital Expenditures Incurred or To Be Incurred by RFTA in Connection with the Acquisition of and Capital Improvements to the Real Property Located at 52039 Highway 6 & 24, In Glenwood Springs, Colorado; and Providing Certain Other Matters in Connection Therewith. – Michael Yang, CFAO

RFTA will preserve its ability to reimburse itself using Proceeds of a future lease purchase financing for moneys spent on the acquisition of and capital improvements to the real property located at 52039 Highway 6 & 24 in Glenwood Springs, Colorado through the date of the lease purchase financing.

At the end of 2021, RFTA completed an Employee Housing Feasibility for employee housing at five existing properties either owned or under the management of RFTA (four located in Carbondale and one located in Glenwood Springs). RFTA's 2022 work plan reflects RFTA's Housing Replacement Planning and Preliminary Design including approved budget of approximately \$895,000 in the General Fund.

RFTA learned of potential employee housing opportunities that could be pursued by means of lodging acquisitions and conversions into employee housing. Given the ongoing hiring challenges to fill the shortfall of bus operators, the limited number of available housing options, and increasing construction costs, the concept of a hotel conversion for employee housing gained traction primarily due to the number of units that could be available in a shorter time-frame and at a lower cost per unit compared to new construction estimates.

RFTA Board members requested that RFTA seek opportunities to acquire existing lodging properties in the interim to help RFTA's immediate needs to meet its hiring goals. RFTA has entered into an agreement to purchase a lodging property located at 52039 Highway 6 & 24 in Glenwood Springs, contingent on the completion of due diligence, such as inspections, appraisals, etc.

RFTA plans to repurpose approximately \$240,000 of the approved budget of \$895,000 to cover the estimated due diligence costs related to the lodging property located at 52039 Highway 6 & 24 in

Glenwood Springs, and also the estimated acquisition costs, transition costs, design/engineering costs, and two months of operating costs. RFTA anticipates required improvements will need to be made and will plan to request additional budget to fund those improvements at a future Board meeting when more accurate cost estimates become available. Preliminary cost estimates for improvements are in the range of \$3 million to \$4 million.

RFTA has coordinated with its financial advisor PFM and reached out to several local banks with a request for information to receive feedback as to their interest and ability in providing financing for RFTA's employee housing project. A formal request for proposals (RFP) process for the lease purchase financing will likely take place after formal construction bids for the project improvements have been received.

The Reimbursement Resolution will preserve RFTA's ability to reimburse itself using future lease purchase financing proceeds for allowable project costs incurred (i.e. acquisition, design, planning, construction, etc.). The reimbursement will enable RFTA to replenish its use of fund balance in the General Fund. RFTA will plan to bring the proposed lease purchase financing, with legal and disclosure documents in near final form, to the Board for review and approval at a future Board meeting in 2023.

Greg Poschman motioned to approve Resolution 2022-22: A Resolution of the Roaring Fork Transportation Authority (In the State of Colorado) Declaring its Official Intent to Reimburse Itself with the Proceeds of a Lease Purchase Financing for Capital Expenditures Incurred or To Be Incurred by RFTA in Connection with the Acquisition of and Capital Improvements to the Real Property Located at 52039 Highway 6 & 24, In Glenwood Springs, Colorado; and Providing Certain Other Matters in Connection Therewith, and Shenk seconded the motion.

A Roll Call Vote was Taken:

Jeanne McQueeney	Yes
Bill Kane	Yes
Art Riddile	Yes
Greg Poschman	Yes
Ben Bohmfalk	Yes
Alyssa Shenk	Yes
Torre	Yes

The motion was unanimously approved.

C. 2022/2023 Winter Season Service Level Update – Kurt Ravenschlag, COO

Kurt Ravenschlag stated that there are numerous individuals to thank for their hard work and dedication in getting the 2022/2023 Winter Season Service ready to start running. Those individuals include, Ian Adams, Director of Operations; John Blair, Operations Manager; Chris Belmont and Sam Medina, Service Planners; Kipling Gomez, Human Resource Generalist; and Mark Scrutton Customer Service Business Specialist, along with many others in the Human Resources Department and Operations Department. Without their hard work this would not be possible.

Changes in scheduling procedures and efforts to streamline the Winter Service Plan will allow RFTA to deliver a high quality service to the public that is more cost effective and requires fewer drivers. RFTA is proposing to make the following improvements to our 2022/2023 Winter Service Plan.

BRT Service

- AM Up-Valley/PM Down-Valley headways - 7-8 minutes (no change)
- AM Down-Valley/PM Up-Valley headways - 15 minutes (reduction from 10 minutes in Winter 2021/2022)
- Early morning and late afternoon headways - 15 minutes (no change)
- Late-Night headways - 30-minutes (improved from 60 minutes in winter 2021/2022)
- Up-Valley service hours 4:35 a.m. - 11:20 p.m. (no change)
- Down-Valley service hours 5:50 a.m. - 12:20 a.m. (40 minutes less than winter 2021/2022)

I-70 Grand Hogback (HGB) Commuter Service

- 3 of 7 New Castle trips reduced in summer 2022 have been added back to the schedule to allow for a minimum of 60 minute headways throughout the service day

Valley Express

- Elimination of all 12 express trips for Winter 2022 season (Offset by increased BRT headways during Peak Times and moving to 30-minute headways for BRT from 8pm until Midnight)

Snowmass Valley Direct

- Converted all AM Up-Valley Snowmass express trips to Snowmass BRT trips
- Eliminated two AM Up-Valley Snowmass local trips
- Staggered PM Down-Valley BRT and Local trips from Snowmass to extend regional service hours from Snowmass Mall by an additional 30 minutes
- Converted one PM Down-Valley BRT trip from Snowmass to a Local to align trip counts to mirror AM Up-Valley services
- Elimination of one PM Down-Valley BRT trip from Snowmass Mall

Contracted Services

- No anticipated changes reductions/additions to any RFTA contracted services with City of Aspen, City of Glenwood Springs, Pitkin County, Aspen Ski Company or Garfield County, unless requested by said contract partner.

Jacober questioned what the buses are doing that are not coming back down-valley?

John Blair responded that many of them are helping out with Aspen - Snowmass Village service, which is where the bulk of the service is at.

Torre stated the he applauded staff for their hard work on making this 2022/2023 Winter Season Service a reality. He questioned if staff has identified any service that is lacking or that additional resources should be put towards.

Ravenschlag responded that with the services that are under RFTA purview, staff is very comfortable with the service that is being provided.

Kane stated that staff has done a great job on making sure that service continues to be provided, and that it is not wasting time, buses, or drivers on service that is not necessary.

D. Update Regarding the Regional Bikeshare MOU Process – Dan Blankenship, CEO

Update to the status of sharing the Draft MOU with prospective jurisdictional partners:

- City of Aspen (No Change)
- Town of Basalt (No Change)
- Town of Carbondale (New): Conditional approval of the Draft MOU was granted by the Town Council of Carbondale at its June 28 meeting. Final adoption tentatively slated for November 22, 2022.

Ben Bohmfalk stated that there is a supply issue, which has delayed the Town of Carbondale slightly, they are waiting for necessary supplies to be delivered in order to continue the Bike Share project.

- Eagle County (No Change)
- City of Glenwood Springs (New): RFTA and WE-cycle met with the City Transportation Commission to present highlights from the Draft MOU. The Transportation Commission is supportive of the MOU, but appears to prefer a 2025 implementation due to its desire for the City to make bicycle infrastructure improvements prior to the startup of bikeshare. The Draft MOU will be presented to the City Council for adoption at a future Council meeting.
- Pitkin County (New): RFTA and WE-cycle staff presented the Draft MOU at the BOCC Work Session on September 6, 2022. The BOCC conditionally approved the MOU and, when it is finalized will consider final approval it at a future meeting.
- Town of Snowmass Village (No Change)

9. Information/Updates:

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

On Wednesday, October 28, RFTA hosted representatives of Region 8 Federal Transit Administration (FTA) and the Colorado Department of Transportation (CDOT). Sam Guarino started the tour off by giving a great tour of the Snowmass Village project.

Following a tour of RFTA facilities in the Highway 82 corridor, a groundbreaking event was held at the future site of the Glenwood Maintenance Facility Expansion Project Phases 3, 4, 5, & 7. Jeanne McQueen and Cindy Terwilliger, Regional FTA Administrator helped to kick off the project, along with RFTA staff and contractors.

Through August, 2022, RFTA's year-to-date system-wide ridership was up 38.4% compared to same period in 2021. August 2022 compared to August 2021 was only up 25% system-wide.

RFTA Investments Quarterly Report

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

Rio Grande Corridor: Staff is in the process of approaching every adjacent, unlicensed property owner and working with them to get a license in place for access across, or encroachments into the RFTA Railroad Corridor. Staff has been working to bring several longstanding licensees into compliance with the terms of their license agreements, securing license agreements with unlicensed adjacent property owners, and working to eliminate all outstanding encroachments.

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

11. Next Meeting: 8:30 a.m. – 11:30 a.m.; November 10, 2022, Carbondale Town Hall, Room 1 and via WebEx Teleconference, for those who are unable to attend in person.

12. Adjournment:

Shenk moved to adjourn from the October 13, 2022 RFTA Board meeting, and Bohmfalk seconded the motion. The motion was unanimously approved.

The October 13, 2022 RFTA Board Meeting adjourned at 10:33 a.m.

Respectfully Submitted:

Nicole R. Schoon
Secretary to the RFTA Board of Directors

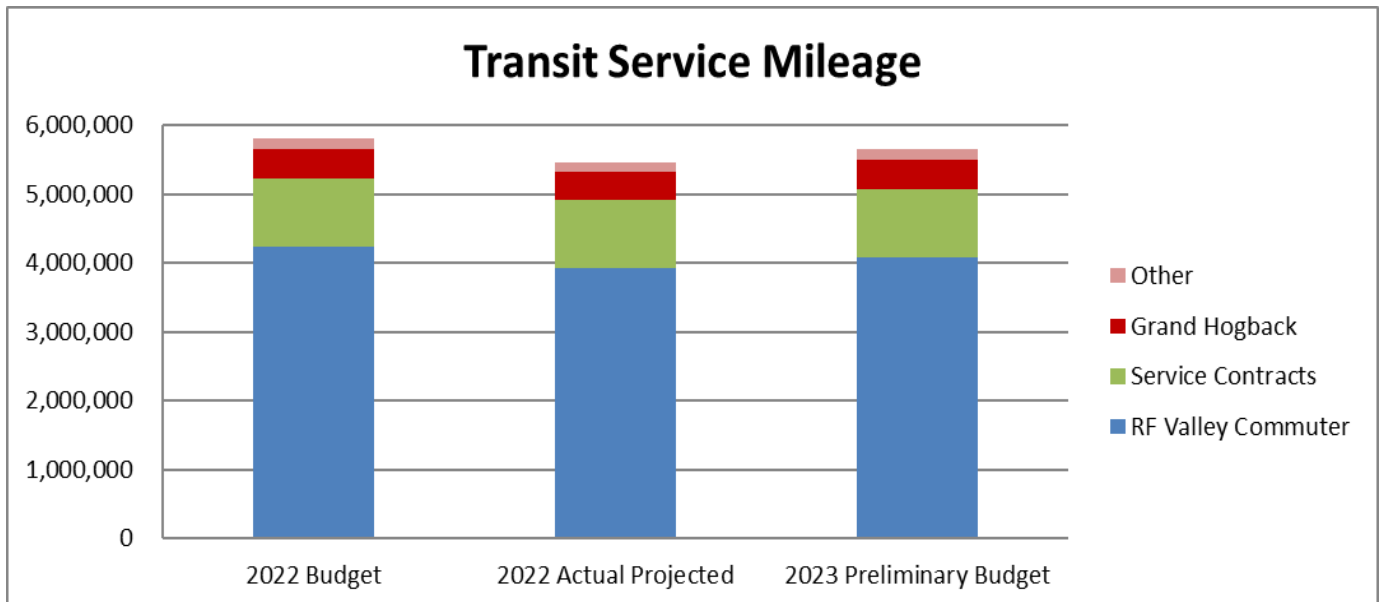
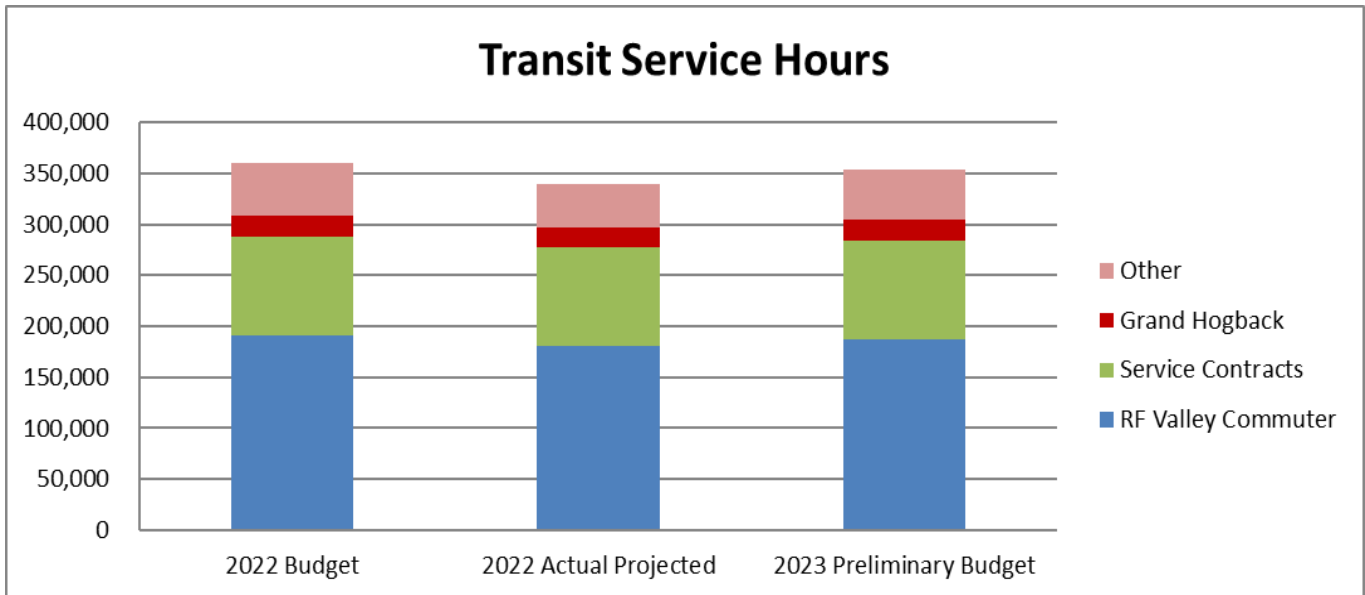
RFTA BOARD OF DIRECTORS MEETING
“PRESENTATIONS” AGENDA SUMMARY ITEM # 7. A.

Meeting Date:	November 10, 2022
Agenda Item:	Presentation of 3 rd Draft of RFTA 2023 Budget
Strategic Outcome:	4.0 Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
Recommendation:	Approve prioritization and assumptions of the 2023 Budget with revisions as the Board feels necessary
Core Issues:	<p>The 3rd draft of the 2023 budget reflects revised estimates and other items based on new information made available since last month. The budget is a work-in-progress document and will be refined in November as more actual expenditure and revenue data becomes available, which may affect the General Fund's 2022 forecast.</p> <p>The 3rd draft of the 2023 budget is 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 10. Background information
Policy Implications:	Board Job Products Policy 2.4.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	Limited resources will require prioritization of Authority’s projects; revenues and expenditures assumptions could affect Fund balance.
Attachments?	Yes, please see 2023 3 rd Draft Budget presentation on the following pages. Also see “ 2023 3rd Draft Budget RFTA Strategic Initiatives 11-4-22.pdf ” separate file for 2023 3 rd Draft Budget Strategic Initiatives included in the November 2022 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda packet.

2023 RFTA BUDGET – 3rd DRAFT PRESENTATION

1. Services

- The 3rd draft of the 2023 budget incorporates the 2022-23 Winter season service schedule and assumes baseline service levels (pre-COVID-19) for the remainder of the calendar year with updates for seasonal changes.
- The 2023 preliminary budget transit service hours and miles reflect a 4.0% and 3.3% increase over 2022 projections, respectively.



2. Challenges, Issues, and Opportunities

- Staffing Levels:** RFTA ended the 2021/2022 winter season approximately 40 bus operators below its goal and this shortfall of bus operators has caused the implementation of transit service reductions for the 2022 Summer season. Given the challenges in the current labor market, high cost of living, and scarcity of affordable housing in the region, RFTA has increased its recruiting efforts, increased bus operator wages, continues to offer hiring bonuses, and ongoing focus on long-term employee housing. Staff continues to monitor RFTA’s workforce readiness level which may impact its ability to deliver the assumed baseline transit service plan at pre-COVID-19.
- Destination 2040:** RFTA and its partners will be implementing the 2023-2028 Regional Bikeshare Plan in accordance with the Memorandum of Understanding (MOU) that has been circulated among RFTA’s membership jurisdictions. The chart below from the MOU reflects the financing plan for the operating and capital funding for 2023:

2023 Summary Bikeshare Operations and Capital Financing Plan

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

- The 2023 budget includes the following WE-Cycle items: 1) \$1.4 million in contributions for annual ongoing operating costs, (indirect and direct operations funding, planning funding, and startup operations) which are reflected in Administrative costs; 2) \$787,000 for capital, startup equipment, and capital replacement costs, which are included in Capital outlay and 3) \$736,000 in Local Government Contributions from the EOTC and member contributions.
- Overall, RFTA’s share of the 2023 Regional Bikeshare Operations and Capital Financing Plan is estimated to be \$2,064,858 (as reflected in Column D on the Chart above). However, because RFTA is making the 50% deposit (\$556,361) on 2023 bikeshare capital equipment ordered this year (approved August, 2022 in Resolution 2022 – 16), RFTA’s net cash contribution in 2023 for the Bikeshare Operations and Capital Financing Plan is estimated to be approximately \$1.5 million.
- For a detailed breakdown of 2023 planned regional bikeshare revenue and expenditures, please see the Exhibit 2, Charts 10 – 16, included in the current [“Draft of the Memorandum of Understanding Regarding Roaring Fork Transportation Authority 2023 – 2028 Regional Bikeshare Service.pdf.”](#)
- First and Last Mile Mobility (FLMM) Grant Program:** RFTA, as the granting agency, for a new grant program to support the “kick-start” of new FLMM projects in the region in partnership with its member jurisdictions. FLMM Grant Application Forms are required to be completed by members requesting financial support. The deadline for requests related to the 2023 budget year was the start of August,

2022. Staff reviewed the funding applications. Below is a summary of the applications and \$734,035 has been included in the 2023 Budget.

FLMM Reserve Balance at 12/31/22 (budgeted)				\$ 5,635,466
2023 Applications				
Applicant	Scope	Total Project Estimate	Local Match by Applicant	Funding Request to RFTA
City of Aspen	Add five bikeshare stations to the west of downtown Aspen; add and/or replace equipment	\$ 80,048	\$ 40,024	\$ 40,024
Pitkin County	Buttermilk Bicycle/Pedestrian Crossing of SH82 – Design to FIR (30%)	\$ 301,174	\$ 150,587	\$ 150,587
Pitkin County	Truscott to Buttermilk Sidewalk/Trail (1.3 miles) – 100% Design	\$ 237,384	\$ 118,692	\$ 118,692
Town of Basalt	Operating funding for Town of Basalt’s existing bike share system, for 9 months of year 2023	\$ 51,810	\$ 25,905	\$ 25,905
Town of Basalt	Basalt Connect Microtransit Service – Year 2023 operating	\$ 386,966	\$ 193,483	\$ 193,483
Town of Carbondale	Capital (15 new stations) and Operating for 2023	\$ 210,688	\$ 105,344	\$ 105,344
City of Glenwood Springs	Blake Avenue Multimodal Corridor Improvements 7th Street - 27th street – Design (estimate of bike/ped components)	\$ 600,000	\$ 500,000	\$ 100,000
TOTAL FLMM REQUESTS				\$ 734,035
Available General Fund Surplus 10% Allocation (budgeted)				\$ 356,948
FLMM Reserve Balance at 12/31/23 (budgeted)				\$ 5,258,379

- The COVID-19 global pandemic has disrupted consumer behaviors and supply chains, which has resulted in inflationary pressures and an increase in the costs for materials, goods, bus parts and supplies, fuel, and capital costs.
- The ongoing threat of new variants of COVID-19 are anticipated to continue. The significance and duration of the overall impacts remains difficult to reasonably estimate. RFTA plans to continue its safety measures but at a reduced level with respect to personal protective equipment, disinfecting and capabilities for virtual meetings and teleworking arrangements wherever applicable.
- As illustrated in the chart below, approximately \$4.6 million of property tax revenues are being used to fund the costs for Destination 2040 Plan Projects (net of lease proceeds or grants/contributions), and \$1.7 million available is being used to fund strategic initiatives with a recommended use of fund balance of \$211,000. The primary reason for using fund balance is from the \$1.4 million for the GMF Transit Service Plaza Phase 6 Project and RFTA’s additional \$1 million contribution to the Town of Snowmass Village Transit Center Project, included in the Destination 2040 Plan. Although the 2018 Ballot Measure 7A, Property Tax Mill Levy Increase references specific uses of associated property taxes, the property tax revenues are not considered legally restricted. Staff will continue to refine the revenue assumptions as more information becomes available and review and update the operating budget as needed.

Destination 2040 Funding and Uses included in General Fund:	
Description (1,000's)	2023 Draft Budget
Net Property Tax Revenues	\$ 11,307
Less: Estimated Costs for Service Enhancements	(2,842)
Less: Estimated Debt Service for Capital Lease (bus)	(704)
Less: Estimated Debt Service for Series 2021A Bonds	(1,681)
Less: Estimated Net Costs for D2040 Projects	(4,575)
Less: Estimated Costs for Strategic Initiatives	(1,716)
Remaining Available Funds / (Use of Fund Balance)	\$ (211)

- **Sales and Use Tax** revenues is the Authority’s primary source of revenue and may be volatile with increases and decreases varying among each member jurisdiction.
 - The Authority relies on input from each member jurisdiction for assumptions and trend analysis during budget preparation. Staff consulted with each member jurisdiction’s Finance Department to receive *preliminary* sales tax estimates for 2023. Of the eight jurisdictions, staff has received assumptions and estimates from all eight jurisdictions. The impacts of the COVID-19 pandemic, supply chain issues, and inflationary effects on the economy and uncertainty in the duration of these impacts are evidenced by the information received. As a result, the preliminary 2023 overall sales tax projection includes a 5.4% reduction compared to the 2022 forecast.
 - Use tax is projected flat compared to the 2022 forecast.
- **Property Tax** revenues for the 2022 tax year, collections in 2023, are slightly impacted by the temporary changes put in place by Senate Bill 21-293. For property tax years 2022 and 2023 only, the assessment ratio for:
 - non-multifamily residential property will reduce from 7.15% to 6.95%,
 - multifamily residential property will reduce from 7.15% to 6.80%, and
 - agricultural property and renewable energy property will reduce from 29.0% to 26.4%.

The full 2.65 mill levy is included in the 2023 budget. Colorado law requires a two-year reassessment cycle for all property, and all properties are reassessed every odd-number year. 2023 is not a reassessment year. Staff has worked closely with the Assessors in Pitkin, Eagle and Garfield Counties to obtain preliminary assessed valuations and will obtain and include final assessed valuations when available.

- **Transit fuel** prices are known to be volatile. For 2023, management will continue to utilize fixed price transit diesel fuel contracts for a majority of its fuel needs to manage this volatility. As of April 2022, approximately two-thirds of the Authority’s estimated diesel fuel needs for 2023 have been locked and reflects a price increase of approximately 26% compared to the 2022 budgeted weighted average. Staff will continue to partner with its fuel vendor to monitor pricing and opportunities to lock additional fuel needs for 2023. The Inflation Reduction Act of 2022, enacted on August 7, 2022, extended the Alternative Fuel Credit through December 31, 2024. RFTA is eligible to submit claims to receive a credit of \$0.50 per gas gallon equivalent of compressed natural gas (CNG) used in its Operations. Our current CNG pricing, assumes an estimated 10% increase compared to the 2022 forecast.
- **Health care** costs continue to rise and the 2022 increase has been confirmed to be approximately 7% increase for health insurance premiums, 5% increase for dental insurance premiums, and no change to vision and hearing premiums. RFTA plans to cover the incremental costs and maintain the current employee contribution amounts for the various types of plan coverages offered.
- Historically, the high cost of living in the Roaring Fork Valley has challenged the Authority’s ability to hire and retain qualified personnel. Management continues to review and refine RFTA’s **compensation** package with respect to wages, incentive programs, and benefit enhancements, including employee housing, in order to remain competitive in the local job market. A full compensation market survey is not planned for this year, the last market survey was conducted in 2021 with wages adjustments effective July, 2021. At the August 2022 Board Meeting, a 5% cost of living adjustment, effective retroactively to July 3, 2022, for all employees was approved by the Board of Directors based on consultation with its third-party consultant, Employers Council, and review of current salary data in order for RFTA to remain competitive. The Collective Bargaining Unit comprised of full-time bus operators are subject to

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

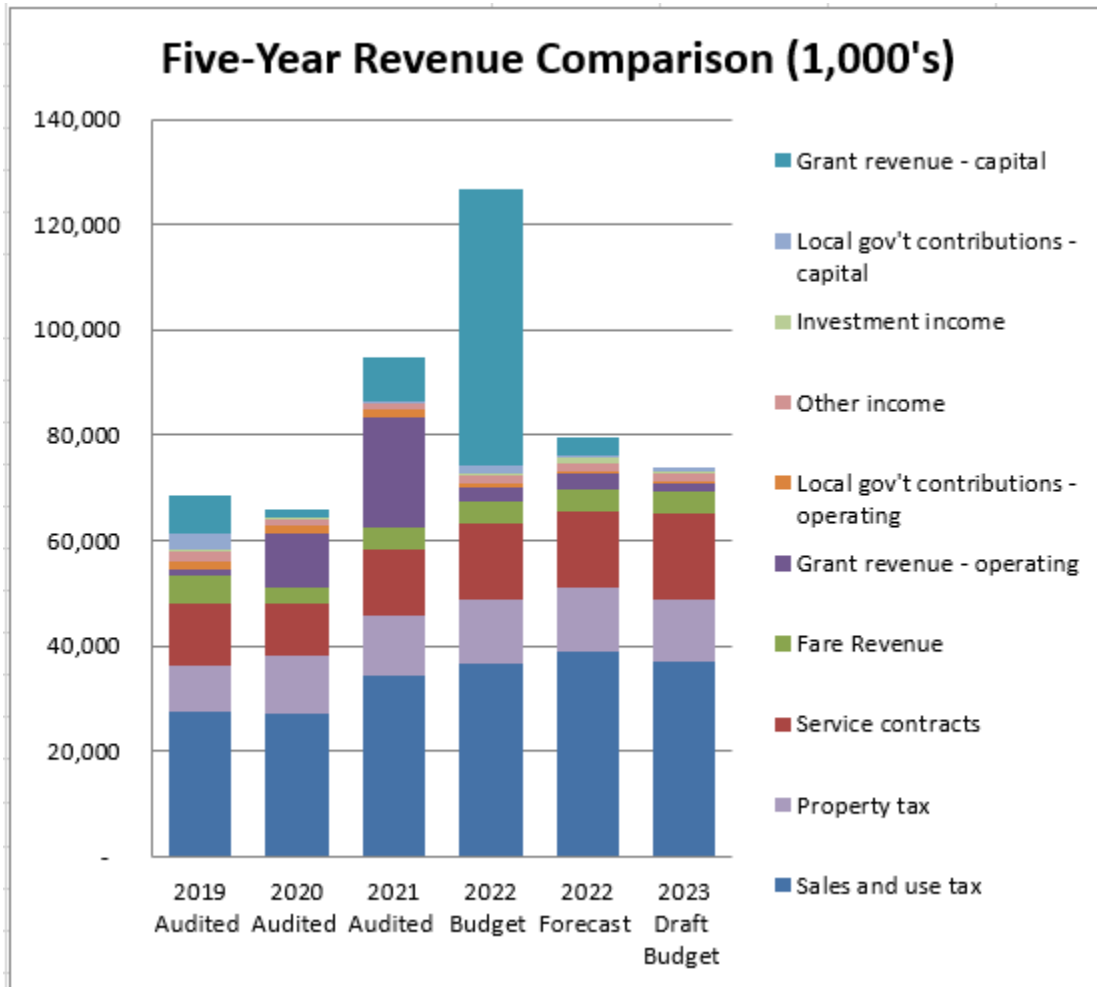
- With the capital-intensive nature of the transit industry, management continues to develop funding strategies for short- and long-term **capital replacement and improvement needs**. Funding strategies include a combination of financing options, pursuing grant opportunities, pay-go using fund balance,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

3. Consolidated Financial Overview

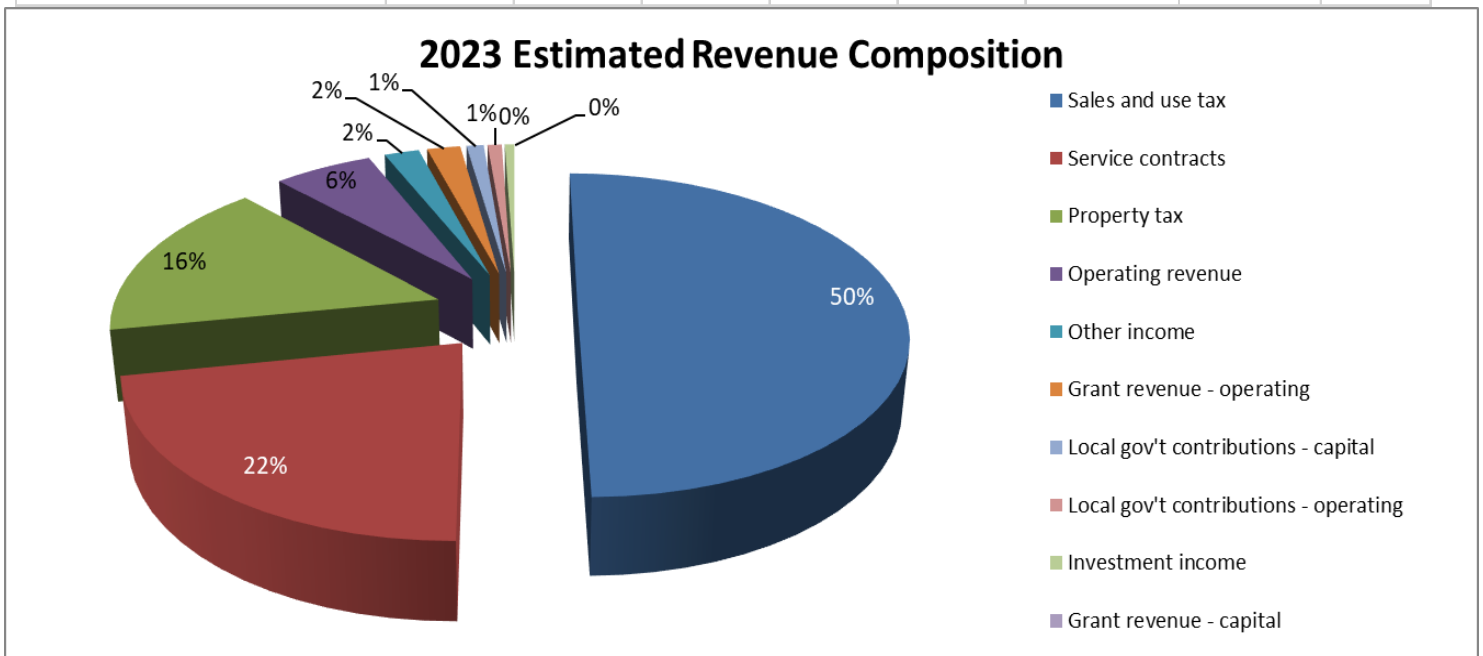
(1,000's)	General Fund	Service Contracts	Bus Stops/ PNR SRF	Mid Valley Trails SRF	Capital Projects Fund	Debt Service Fund	2023 Draft Budget	%
Beginning fund balance (Budget)	\$ 61,763	\$ -	\$ 97	\$ 249	\$ -	\$ 920	\$ 63,029	
Revenues:								
Sales and use tax	36,814	-	-	110	-	-	36,924	50%
Property tax	11,845	-	-	-	-	-	11,845	16%
Service contracts	-	16,342	-	-	-	-	16,342	22%
Operating revenue	4,244	-	-	-	-	-	4,244	6%
Grant revenue - operating	1,402	30	-	-	-	-	1,432	2%
Grant revenue - capital	-	-	-	-	-	-	-	0%
Local gov't contributions - operating	610	-	-	-	-	-	610	1%
Local gov't contributions - capital	736	-	-	-	-	-	736	1%
Other income	947	-	416	-	-	131	1,494	2%
Investment income	409	-	-	-	-	-	409	1%
Total revenues	\$ 57,006	\$ 16,372	\$ 416	\$ 110	\$ -	\$ 131	\$ 74,036	100%
Program expenditures:								
Fuel	\$ 2,557	\$ 978	\$ -	\$ -	\$ -	\$ -	\$ 3,535	5%
Transit	39,540	15,567	1,158	-	-	-	56,265	76%
Trails & Corridor Mgmt	995	-	-	124	-	-	1,119	2%
Subtotal operating exp.	\$ 43,091	\$ 16,545	\$ 1,158	\$ 124	\$ -	\$ -	\$ 60,919	82%
Capital	7,044	-	-	-	-	-	7,044	9%
Debt Service	1,901	-	-	-	-	4,397	6,298	8%
Total expenditures	\$ 52,036	\$ 16,545	\$ 1,158	\$ 124	\$ -	\$ 4,397	\$ 74,261	100%
Other financing sources	\$ -	\$ 173	\$ 742	\$ -	\$ -	\$ 4,266	\$ 5,181	
Other financing (uses)	(5,181)	-	-	-	-	-	(5,181)	
Change in Fund Balance	\$ (211)	\$ (0)	\$ -	\$ (14)	\$ -	\$ -	\$ (226)	
Ending fund balance	\$ 61,552	\$ (0)	\$ 97	\$ 235	\$ -	\$ 920	\$ 62,804	

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

4. Estimated Revenue Composition & Assumptions



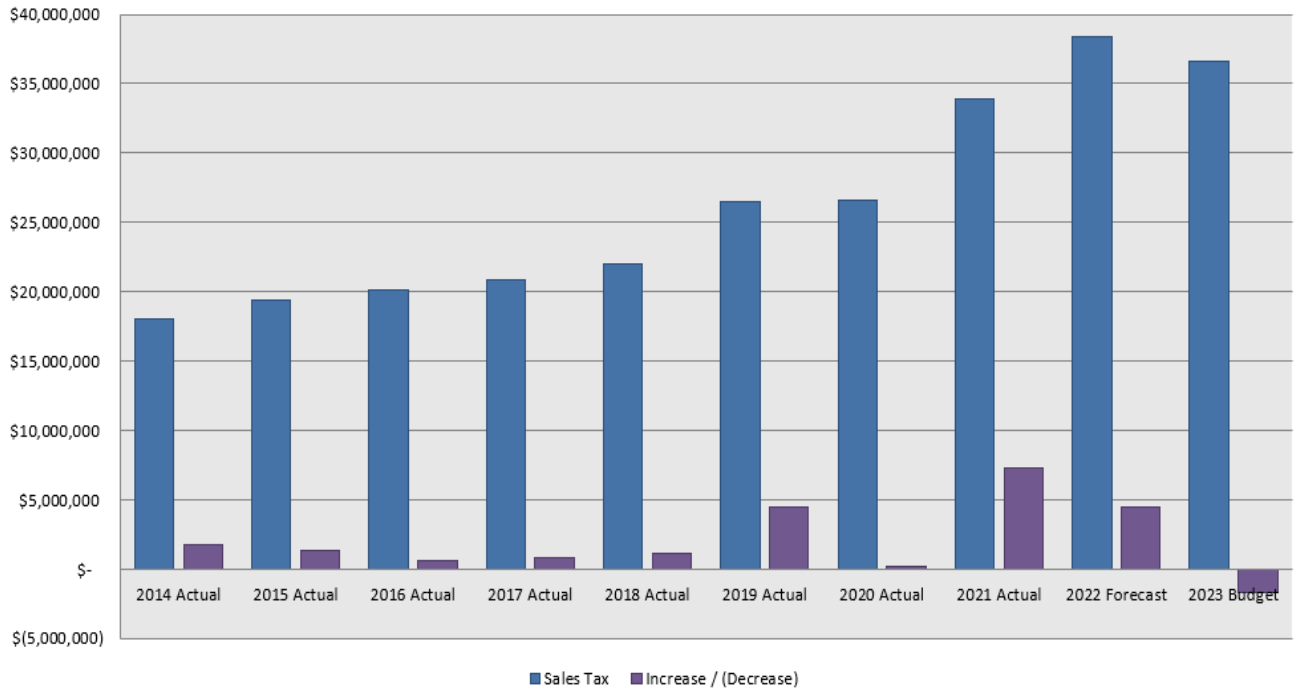
Revenues (in thousands)	2019 Audited	2020 Audited	2021 Audited	2022 Budget	2022 Forecast	2023 Draft Budget	23/22 Budget	
							\$ Dif	% Dif
Sales and use tax	\$ 27,366	\$ 27,125	\$ 34,528	\$ 36,782	\$ 39,027	\$ 36,924	\$ 142	0%
Property tax	8,794	11,232	11,409	11,876	12,130	11,845	(32)	0%
Service contracts	11,773	9,874	12,343	14,599	14,488	16,342	1,743	12%
Fare Revenue	5,280	2,934	4,198	4,109	4,268	4,244	135	3%
Grant revenue - operating	1,346	10,117	20,979	2,831	2,831	1,432	(1,400)	-49%
Local gov't contributions - operating	1,482	1,510	1,374	560	560	610	50	9%
Other income	1,920	1,332	1,340	1,681	1,401	1,494	(187)	-11%
Investment income	518	248	34	429	1,010	409	(20)	-5%
Subtotal Revenues - Operating	58,480	64,373	86,204	72,867	75,716	73,300	433	1%
Local gov't contributions - capital	3,017	103	130	1,393	518	736	(657)	-47%
Grant revenue - capital	7,145	1,521	8,608	52,452	3,410	-	(52,452)	-100%
Subtotal Revenues - Capital	10,163	1,624	8,739	53,845	3,928	736	(53,109)	-99%
Total	\$ 68,642	\$ 65,997	\$ 94,943	\$ 126,712	\$ 79,644	\$ 74,036	\$ (52,676)	-42%

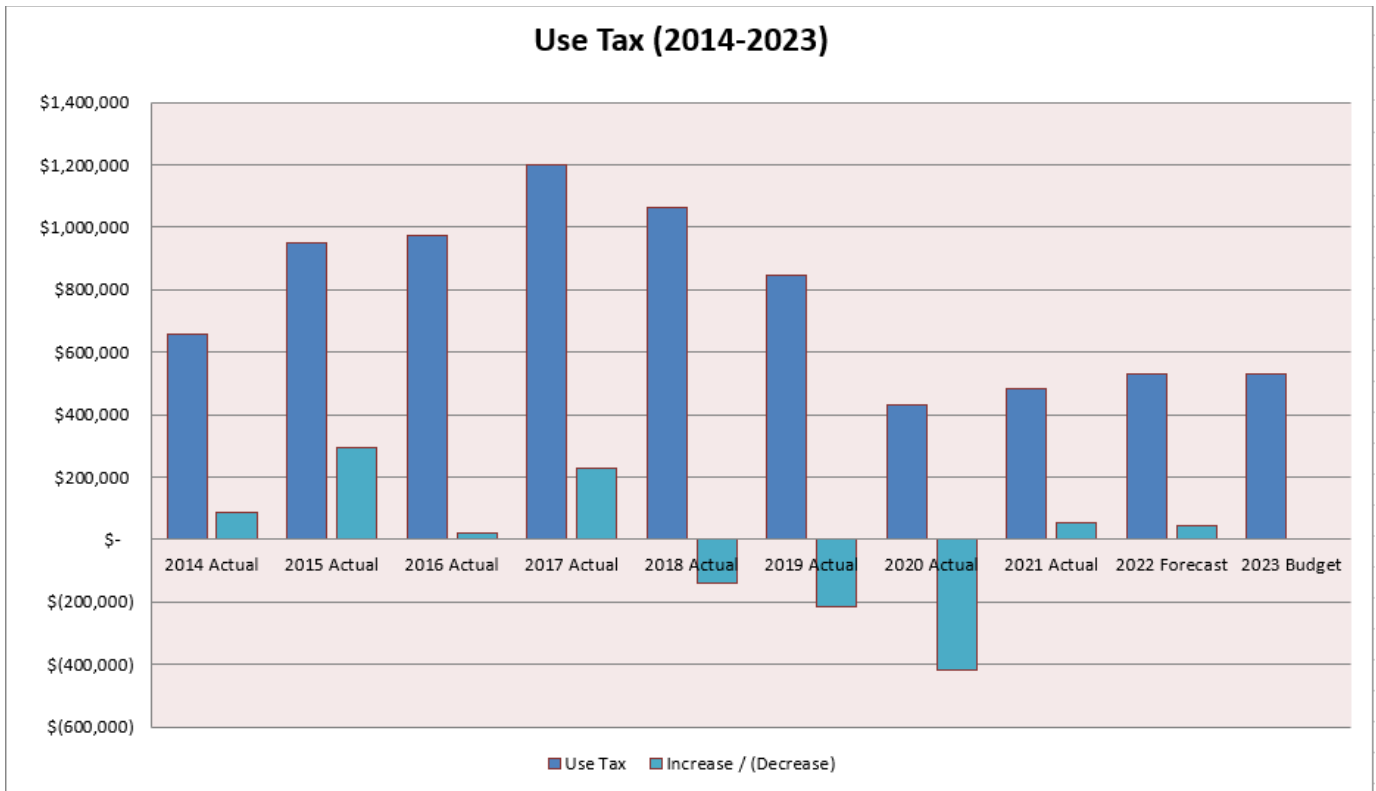


- Sales Tax** revenues are dedicated taxes collected from member jurisdictions based on intergovernmental agreements. The chart below shows *preliminary* estimates by jurisdiction as of **October 2022**:

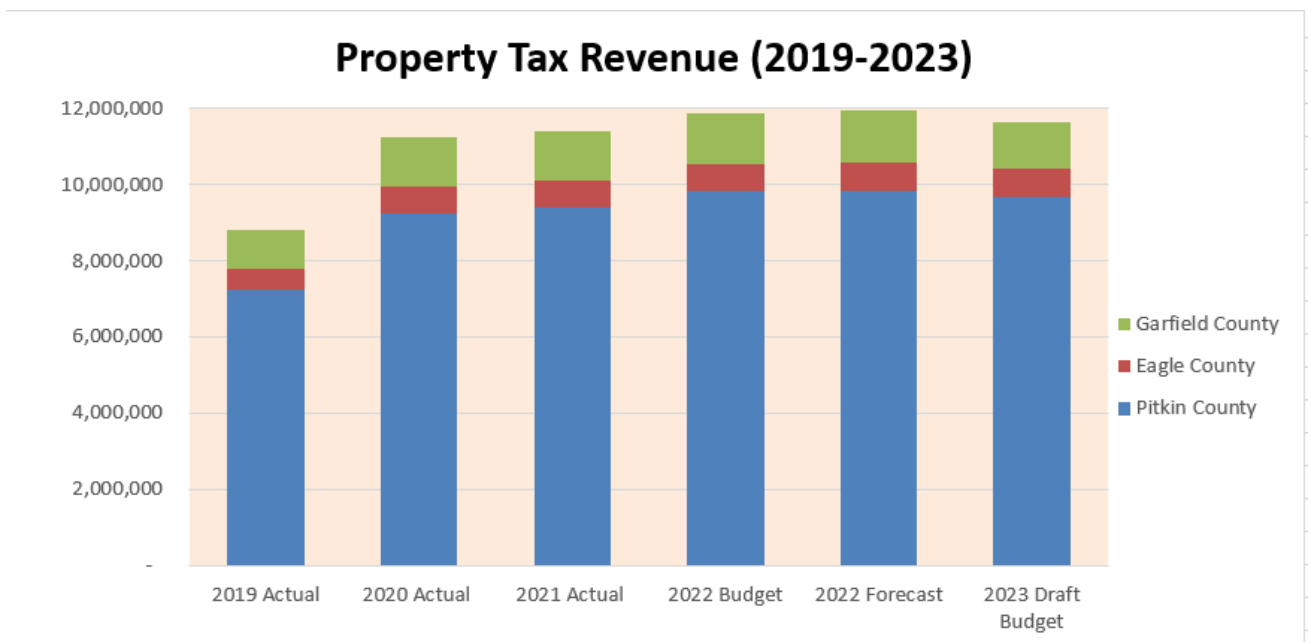
Member Jurisdictions	2023 % Increase / (Decrease)
Aspen	0%
Basalt	0%
Carbondale	+3%
Glenwood Springs	0%
Eagle County	0%
New Castle	+3%
Pitkin County	(11%)
Snowmass Village	+3%

Sales Tax (2014-2023)



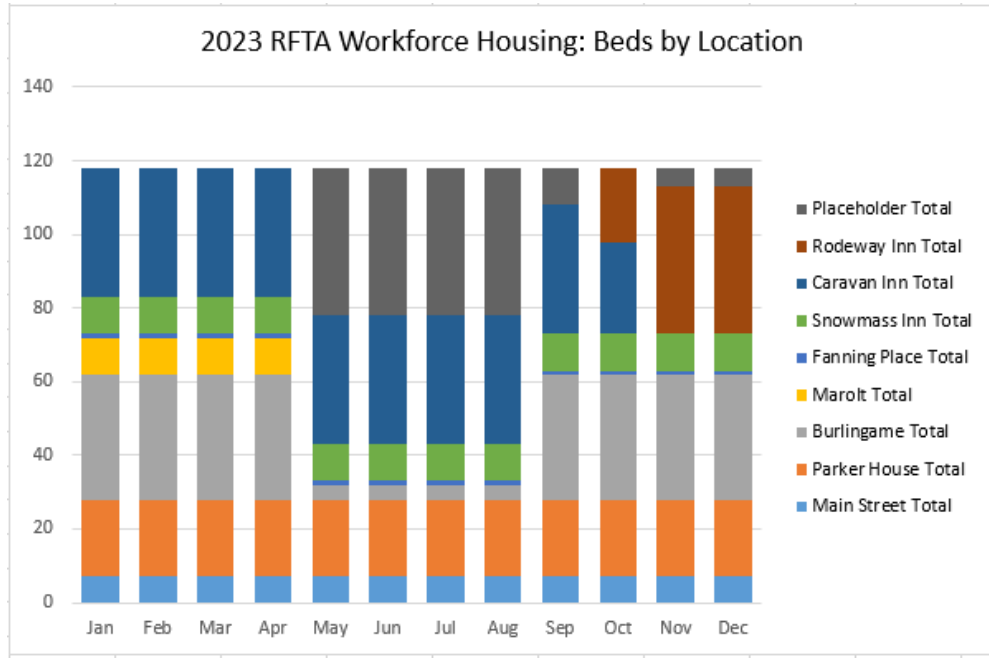


- Property tax revenues** are collected by the County Treasurer in Pitkin, Eagle and Garfield Counties within RFTA's member jurisdictions. Based on the preliminary data received from Pitkin, Eagle and Garfield Counties, the preliminary assessed property values changes are (0.5%), 0.9% and 1.4%, respectively. Final certifications of assessed valuations will occur in December.



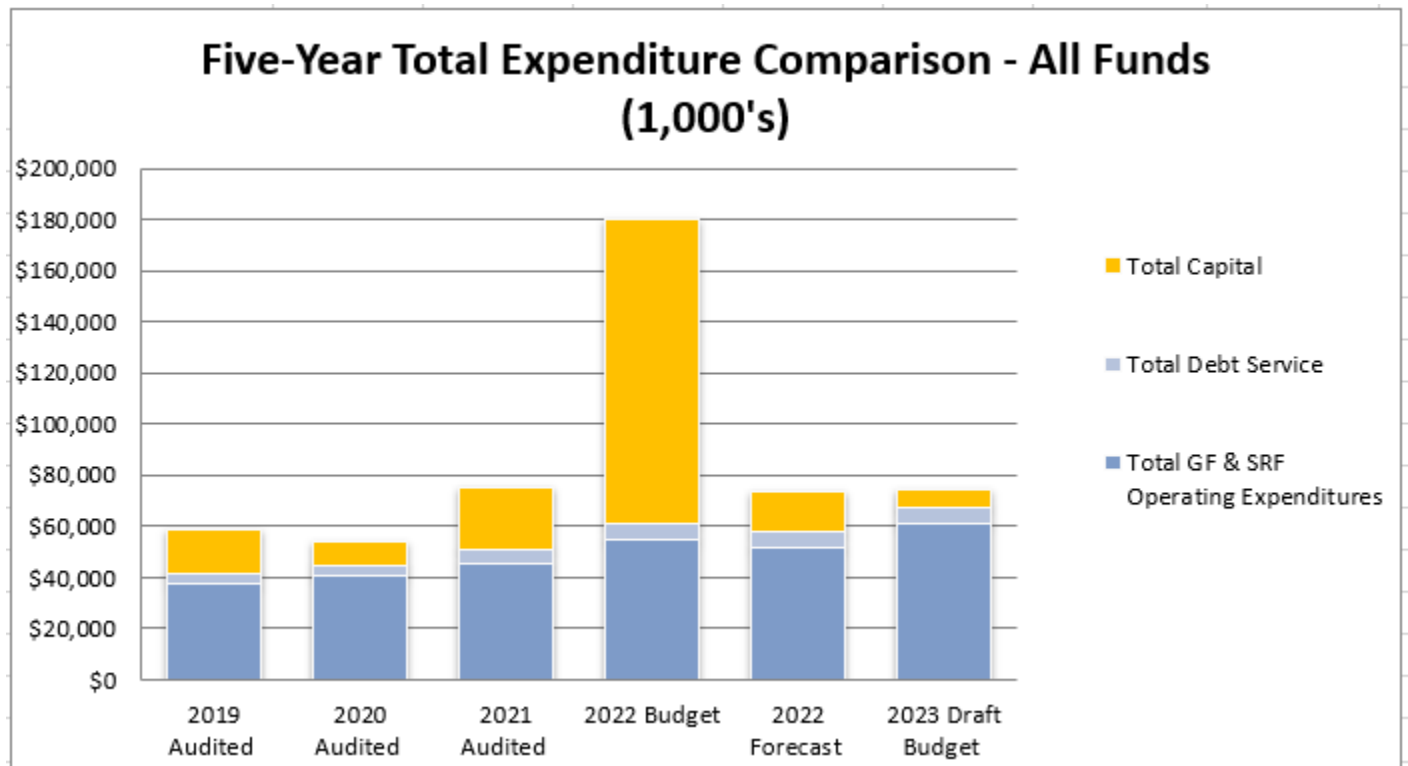
- **Service contract revenues** are for service contract agreements based on hours and miles by route for each agreement and are billed on monthly basis. The Authority has service contract agreements with the Aspen Skiing Company, the City of Aspen, the City of Glenwood Springs and Garfield County (Traveler Program);
 - The Authority estimates hours and miles by route for each service contract agreement and calculates costs in accordance with each service contract agreement. Staff continues to work closely with its partners to make any modifications to service levels.
- **Operating revenues** are for transit fares collected primarily from regional routes, Highway 82 and the I-70 Corridor, as well as fares collected from the Maroon Bells Bus Tour;
 - At this time, Staff projects an **8%** increase in regional fare collections in 2022 compared to 2021 actuals. The increase is primarily due to the net impacts of higher levels in demand and the change in bus capacity restrictions from 50% to 100% seated capacity, effective June, 2021, and the fare structure changes effective November 2021. For the 2023 draft budget, fare revenues include no changes to the 2022 forecast. The 2023 budget estimates regional fares to be approximately **66%** of pre-COVID fares (2019 fare revenues).
 - At this time, there is no fare adjustment assumed. Any fare changes directed by the Board will be considered and implemented following a 30-day public comment period and a Public Hearing.
- The Authority receives **operating and capital grant revenues** from the Federal Transit Administration and the Colorado Department of Transportation;
 - \$1,201,678 from **FTA Section 5311 operating grant** (decrease from 2022; a notice of award has been received for 2023 grant amounts);
 - \$200,000 from **CDOT FASTER operating grant** (flat from 2022; 2023 grant amounts are anticipated to be awarded later in 2022);
 - Staff will be seeking capital grant funds to assist funding various capital projects and purchases. Funds are appropriated after grants have been awarded. Additional grant revenues may be added before the final budget.
- **Local governmental contributions** are received to primarily assist in funding transit programs;
 - Assumes that **Garfield County's** support for the Grand Hogback bus service is anticipated to increase from \$500,000 in 2022 to at least **\$550,000** in 2023. **RFTA staff been in communication with the County regarding this contribution and the \$550,000 is \$25,000 less than the originally requested amount of \$575,000.**
 - Assumes that the **City of Rifle's** support for the Grand Hogback bus service will remain the same at \$20,000.
 - Assumes that the EOTC provides \$103,000 and RFTA member jurisdictions provide \$633,142 to support the Regional Bikeshare Plan.
- **Other income** primarily consists of employee housing rental revenue in the General Fund, vehicle registration fees in the Bus Stop/Park & Ride Special Revenue Fund, and credits from the Federal Government representing a reimbursement on a portion of the interest paid on the Series 2012A and 2013B Qualified Energy Conservation Bonds in the Debt Service Fund.

- Employee housing rental revenue includes a 5.5% increase over the 2022 budget primarily due to an increase in rental/lease prices.
 - The 2023 budget assumes approximately the same number of beds (118) as compared to the 2022 budget.



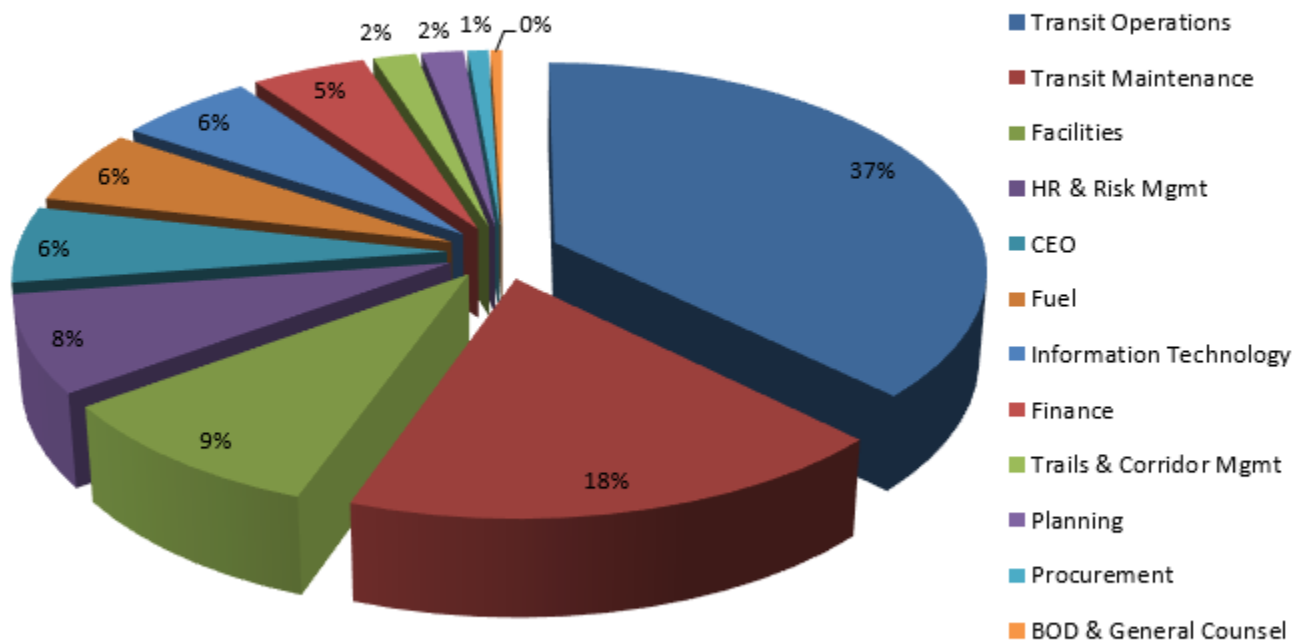
- Assumes vehicle registration fees will remain flat to the 2022 forecast.
- Assumes a 5.7% sequestration rate on refundable credits applicable to the Authority’s Build America Bonds and the Qualified Energy Conservation Bonds. The sequestration rate is subject to change.

5. Expenditure by Program/Department & Assumptions



Expenditures (in thousands)	2019 Audited	2020 Audited	2021 Audited	2022 Budget	2022 Forecast	2023 Draft Budget	23/22 Budget	
							\$ Dif	% Dif
Fuel	1,670	820	1,209	2,160	1,703	2,557	396	18%
Transit Maintenance	5,009	6,309	6,373	7,739	7,105	8,033	293	4%
Transit Operations	9,687	11,875	13,313	15,201	13,991	16,001	799	5%
Administration	5,775	7,071	7,271	9,849	9,504	11,916	2,067	21%
Facilities	2,088	2,957	2,824	3,057	2,831	3,371	314	10%
Attorney & Board of Directors	185	172	236	219	157	219	(0)	0%
Trails & Corridor Mgmt	456	548	537	896	778	995	99	11%
Total GF Operating Expenditures	\$ 24,870	\$ 29,752	\$ 31,763	\$ 39,122	\$ 36,069	\$ 43,091	\$ 3,969	10%
SRF - Service Contracts	11,944	10,062	12,603	14,790	14,705	16,545	1,755	12%
SRF - Bus Shelter / PNR	814	850	787	1,085	1,059	1,158	73	7%
SRF - Mid Valley Trails	71	52	36	109	84	124	15	14%
Total GF & SRF Operating Expenditure:	\$ 37,698	\$ 40,716	\$ 45,189	\$ 55,106	\$ 51,918	\$ 60,919	\$ 5,812	11%
GF - Debt Service	1,522	971	2,609	1,530	1,530	1,901	371	24%
Debt Service Fund	2,660	2,733	3,304	4,400	4,400	4,397	(2)	0%
Total Debt Service	\$ 4,182	\$ 3,705	\$ 5,913	\$ 5,930	\$ 5,929	\$ 6,298	\$ 369	6%
Total Operating & Debt Service	\$ 41,880	\$ 44,420	\$ 51,102	\$ 61,036	\$ 57,847	\$ 67,217	\$ 6,181	10%
GF - Capital Outlay	14,978	5,213	15,460	90,512	7,879	7,044	(83,468)	-92%
SRF - Bus Shelter / PNR - Capital Outlay	7	-	-	-	-	-	-	0%
Capital Projects Fund	2,244	4,205	8,329	28,868	7,800	-	(28,868)	0%
Total Capital	\$ 17,228	\$ 9,417	\$ 23,789	\$ 119,380	\$ 15,679	\$ 7,044	\$ (112,336)	-94%
Total Expenditures - all funds	\$ 59,108	\$ 53,838	\$ 74,891	\$ 180,416	\$ 73,526	\$ 74,261	\$ (106,155)	-59%

2023 Budgeted Operating Expenditures by Department



Department	Fund				2023 Draft Budget	%
	General Fund	Service Contracts	Bus Stops/ PNR SRF	Mid Valley Trails SRF		
Fuel	\$ 2,557	\$ 978	\$ -	\$ -	\$ 3,535	6%
Transit Maintenance	8,033	3,020	-	-	11,053	18%
Transit Operations	16,001	6,741	-	-	22,742	37%
CEO	2,634	986	-	-	3,620	6%
Procurement	384	144	-	-	528	1%
Finance	2,163	810	-	-	2,973	5%
Planning	789	296	-	-	1,085	2%
HR & Risk Mgmt	3,383	1,267	-	-	4,650	8%
Information Technology	2,562	959	-	-	3,521	6%
Facilities	3,371	1,262	1,158	-	5,792	10%
BOD & General Counsel	219	82	-	-	301	0%
Trails & Corridor Mgmt	995	-	-	124	1,119	2%
Total	\$ 43,091	\$ 16,545	\$ 1,158	\$ 124	\$ 60,919	100%

- **Compensation Adjustments:**

- The Collective Bargaining Unit (CBU) comprised of full-time bus operators are subject to a scheduled pay increase, corresponding to each employee’s anniversary date in accordance with their contract. Assuming 185 full-time bus operators, the average increase results in an additional cost of approximately **\$382,000**.
- For positions outside of the CBU, the budget assumes a merit increase of up to 4% effective at each employee’s annual performance review date, resulting in an additional cost of approximately **\$368,000**. As a reference, the chart below illustrates the impacts of several merit increase scenarios:

Merit Increase Analysis (1,000's)				
Merit Increase Scenario	General Fund	Bus Stop/PNR SRF	Service Contract SRF (Traveler)	Total
1.0%	\$ 89	\$ 2	\$ 1	\$ 92
	0.28%	0.71%	0.20%	0.29%
2.0%	\$ 178	\$ 4	\$ 4	\$ 185
	0.57%	1.43%	0.80%	0.58%
3.0%	\$ 267	\$ 6	\$ 5	\$ 276
	0.85%	2.14%	1.00%	0.86%
4.0%	\$ 354	\$ 7	\$ 6	\$ 368
	1.13%	2.50%	1.20%	1.15%

- The Authority received three **Request for Funding Applications**, one of which were multi-year funding requests that the RFTA Board had approved during the last budget cycle. The budget currently reflects the following:
 - \$35,000 from **Garfield Clean Energy (GCE)** to support three key program areas and projects: (1) Active Energy Management consultation services to RFTA for its facilities, and hosting of RFTA facilities on the Building Energy Navigator website. (2) Programs to promote and increase availability/use of multi-modal transportation, and adoption of electric and CNG vehicles. (3) Organizational administration, outreach, education, website and reporting. ***GCE applied for a three-year funding request of \$30,000/year which the Board approved during the last budget cycle. This amount represents year three of the three-year funding request.*** In a letter from the GCE Board of Directors, dated August 30, 2022, a request to increase RFTA’s 2023 membership contribution to a minimum of \$35,000 was received. The increased funding would support:
 - Energy Efficiency for Governments for direct energy consulting services for RFTA facilities
 - Active transportation programs that promote mobility options and alternative fuel promotion programs.
 - Continue to share ongoing regional clean energy transportation information, planning, and implementation efforts.
 - \$5,000 from **Lower Valley Trail Association (LoVa)** in order to support the current effort on the 8.5-mile segment of the LoVa South Canyon Trail between West Glenwood Springs and New Castle, and assist with the feasibility of the Coal Ridge Trail connecting New Castle and Silt with Coal Ridge High School.
 - \$4,000 from **Northwest Colorado Council of Governments** to help fund the match for their Section 5310 Mobility Management grant from CDOT.

- Approximately \$7,044,000 of capital outlay has been budgeted:

Capital Expenditure by Project	
Description (1,000's)	Total Outlay
General Fund	
Transit	
GMF Transit Plaza - AE Design Services and PM	\$ 1,414
IT Equipment/software	\$ 1,152
TOSV Transit Center Contribution	\$ 1,000
WE-cycle Capital Contribution	\$ 787
First-Last Mile Mobility Grant Program	\$ 734
Engine / Transmission rebuilds	\$ 620
RFTA Justice 40 Assessment	\$ 80
Vehicle Capital Maint - Truck	\$ 71
Community Safety Action Plan	\$ 60
Comprehensive Housing Policy	\$ 50
IT Department Consulting Services - Audit and Review	\$ 50
ERP Consulting Services - Department Assessments	\$ 43
Operations Vehicle Replacement	\$ 48
Stormwater Management Plans	\$ 35
IT Vehicle Replacement	\$ 33
Ridership Campaign - Mobile App	\$ 28
Renovation Study - Parker House and Main Street Apts	\$ 5
Subtotal Transit	\$ 6,209
Trails	
Roaring Fork Bridge-Construction	\$ 363
Trail Improvements	\$ 300
Equipment	\$ 103
Trail Soil & Vegetation Study	\$ 39
Riverview Trail Fence - Construction	\$ 30
Subtotal Trails	\$ 835
Total	\$ 7,044

- The project list includes some recurring capital needs, primarily related to engine and transmission rebuilds, various IT equipment and software, We-Cycle Capital Contributions, First-Last Mile Mobility Grants, and Trails improvements.
- Staff has developed a list of projects that have been prioritized based on the strategic initiatives identified by the RFTA Board. Management has reviewed the list of strategic initiatives and identified high priority projects and updated the draft budget to include nearly ~\$4.6 million of projects included in the Destination 2040 Plan (notably the We-Cycle program) and ~\$3.2 million for other initiatives. As staff continues to refine the revenue assumptions and operating budget over the course of the budget planning process, the project list will be updated accordingly based on priority.

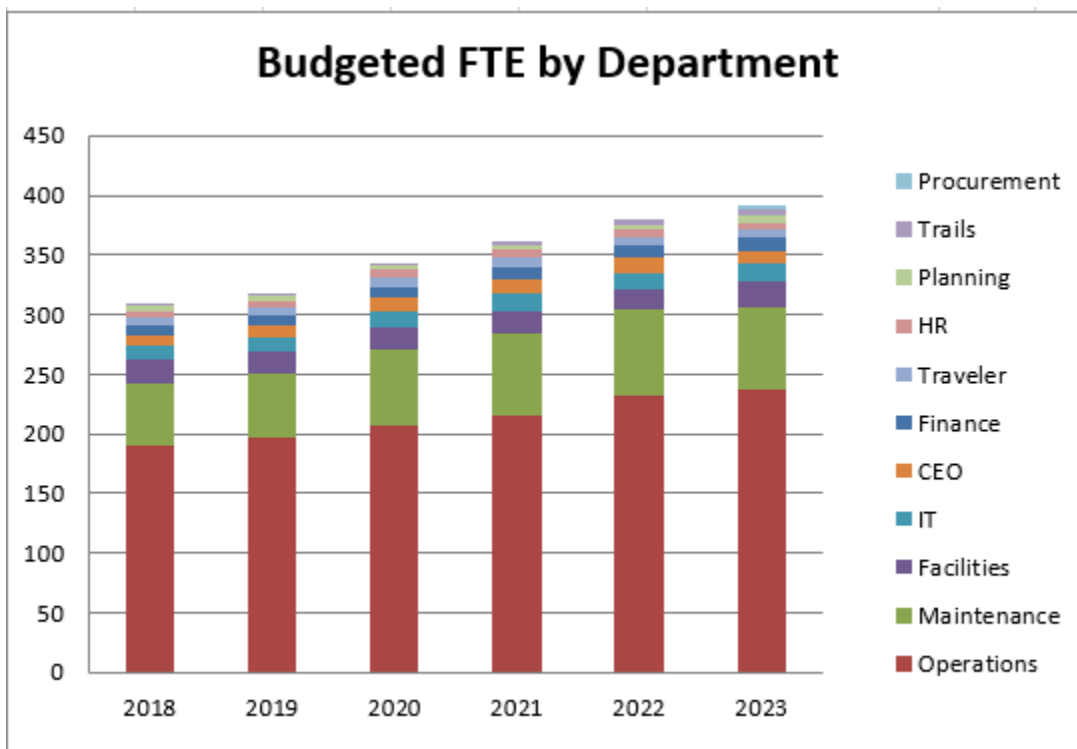
- Certain expenditures may be added into the budget through supplemental budget appropriation resolutions during the budget year when funding is available in the case where actual revenues exceed projections or capital grants are awarded.

6. Other Financing Sources and Uses Assumptions

- Approximately **\$742,000** 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 **\$173,000** of current available resources from the General Fund to the Service Contract Special Revenue Fund.
- In accordance with bond resolutions, approximately \$4.27 million of current available resources will be transferred from the General Fund to the **Debt Service** fund which will be used to fund current debt service payments on RFTA's outstanding bonds from 2012, 2013, 2019 and 2021.

7. Staffing

- Assumes **391.5** full-time equivalents (FTEs) compared to 379.3 budgeted in 2022.



- 185 Full-time bus operators with increase in Seasonal bus operators due to anticipated increase in transit service levels, **with 3 of these drivers allocated to Paratransit**
- Adds two (2) Transportation Road Supervisors
- **Adds 4.3 non-CDL drivers to support the GMF Construction Shuttle service**
- Eliminate four (4) Non-Seasonal Bus Cleaners
- Adds two (2) Buyer I's
- Increase of two (2) Engineers for GMF Expansion Project
- Adds two (2) Facility Technician III's

- Adds one (1) IT Business Specialist
- Adds one (1) IT Systems Analyst
- Adds one (1) Business Specialist III
- Adds one (1) Mobility Coordinator
- Add one (1) Communications Specialist

8. Major Goals

Management has included approximately \$8.4 million to fund priority projects and initiatives. Refer to the separate Strategic Initiatives file for a complete list of projects. The following represent a few notable projects:

- Expand the First-Last Mile Mobility (FLMM) Grant Program
- Implement the 2023 – 2028 Regional Bikeshare Plan
- Increased Contribution to the Town of Snowmass Village Transit Center
- Glenwood Maintenance Facility (GMF) Expansion Project – Phase 6 AE1 and Project Management Services

Notable projects included in the 2022 budget, which are expected to be continued in 2023 due to timing:

- Glenwood Maintenance Facility (GMF) Expansion Phases 3,4, 5, & 7
- Glenwood Maintenance Facility (GMF) Expansion Project – Phase 6 Planning/Design
- Grade Separated Pedestrian Crossings of Highway 82 and 27th Street in Glenwood Springs
- Bus Replacements
- RFTA Housing Replacement Design
- Rio Grande Trail Improvements
- Contribution to EOTC for Brush Creek Park and Ride Improvement Project
- Battery Electric Bus On-Route charger
- Contribution to the South Bridge Project
- Contribution to the Town of Snowmass Village Transit Center
- Non-Revenue Vehicle Replacements
- LoVa Trail contribution

The following items require further review and consideration for the final draft of the 2023 Budget:

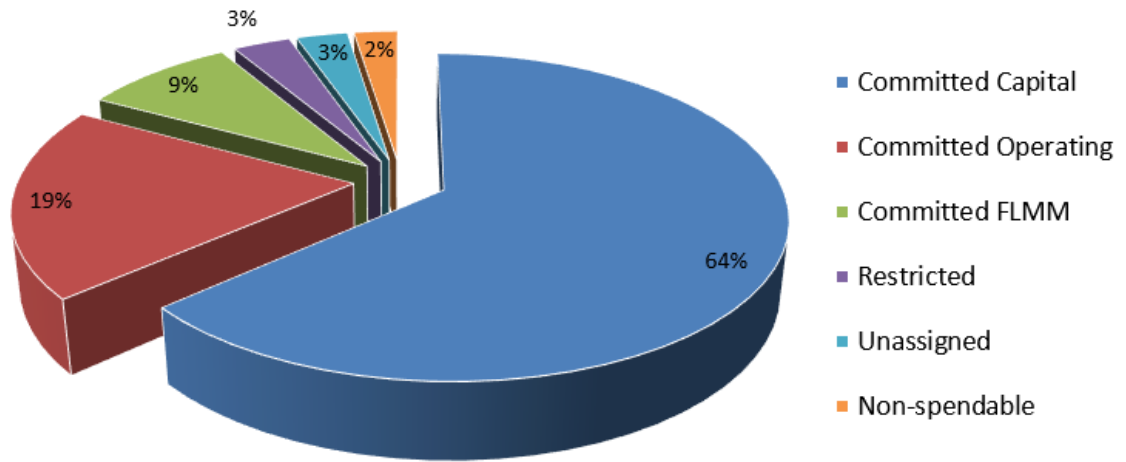
- Transit Service Contract Discussions
- Need for Construction Management Support
- Shift Pay Considerations
- Hotel conversion property in Glenwood Springs:
 - Improvements and
 - Property Management Services

9. Fund Balance

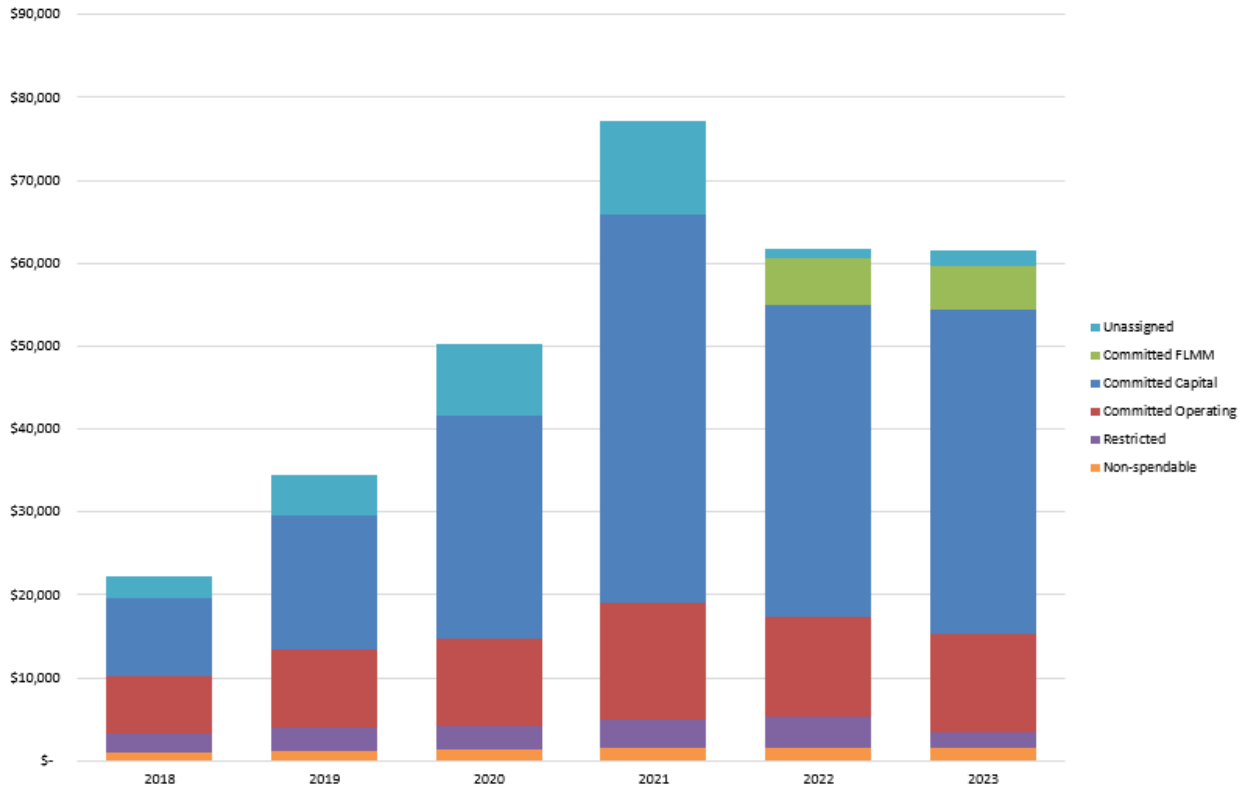
	General	Service	Bus	Mid	Capital	Debt	
(1,000's)	Fund	Contracts	Stops/ PNR	Valley Trails	Projects Fund	Service Fund	Total
Beginning fund balance (budget)	\$ 61,763	\$ -	\$ 97	\$ 249	\$ -	\$ 920	\$ 63,029
Revenues	57,006	16,372	416	110	-	131	74,035
Expenditures	(52,036)	(16,545)	(1,158)	(124)	-	(4,397)	(74,261)
Other financing source/(use)	(5,181)	173	742	-	-	4,266	-
Change in net assets	\$ (211)	\$ -	\$ -	\$ (14)	\$ -	\$ -	\$ (226)
Ending fund balance	\$ 61,552	\$ -	\$ 97	\$ 235	\$ -	\$ 920	\$ 62,804
Ending fund balance composition:							
Non-spendable fund balance	\$ 1,514						\$ 1,514
Restricted fund balance	1,998	\$ -	\$ 97	\$ 235	\$ -	\$ 920	3,250
Committed fund balance:							
Operating reserves	11,866						11,866
Facilities capital reserves	2,618						2,618
Transit capital reserves	33,594						33,594
Trails capital reserves	2,918						2,918
FLMM reserves	5,258						5,258
Unassigned fund balance	1,785						1,785
Ending fund balance	\$ 61,552	\$ -	\$ 97	\$ 235	\$ -	\$ 920	\$ 62,804

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

2023 Projected General Fund Fund Balance Composition



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



10. Background information

Fund and fund structure

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

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

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

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

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

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

Debt Service Fund:

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

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

Meeting Date:	November 10, 2022
Agenda Item:	Glenwood Springs Regional Origin and Destination Study
Strategic Outcome:	High Performing Organization
Strategic Objective:	7.4 Actively engage the public about plans, projects and service changes
Presented By:	Terri Partch, City of Glenwood Springs Engineer David Johnson, RFTA Director of Planning
Staff Recommends:	Discuss Glenwood Springs' Origin and Destination Study Presentation provided by Terri Partch, City Engineer, City of Glenwood Springs.
Executive Summary:	<p>For years, the City of Glenwood Springs has struggled with traffic congestion along its "Main Street," State Highway 82 (SH82). According to forecasts of population and employment growth, which are particularly acute in western Garfield County, traffic conditions in the City are likely to worsen over the next 20 years.</p> <p>This year, the City of Glenwood Springs contracted with Fehr and Peers to conduct an Origin and Destination Study to determine the origins and destinations of travelers moving through Glenwood Springs, particularly during the peak morning and evening travel periods. Fehr and Peers used data from Global Positioning System (GPS), tracking technology in smartphones, from a company called Streetlight. A decade ago, such data was not readily available, and more expensive means were required to develop such information.</p> <p>The City will use this data to guide its transportation and land use decisions. One of the key take-aways from this report is that approximately 50% of the southbound vehicles on Grand Avenue in the AM Peak are coming from western Garfield County and headed to up valley destinations. The report indicates that transit improvements may become a more important strategy in the future to transport people to and from Glenwood Springs and to destinations beyond. The City would like to work with RFTA to increase ridership on the both the SH82 BRT route and the Grand Hogback route.</p>
Background Info:	<p>For years the City of Glenwood Springs has been grappling with traffic congestion along its "main street", Grand Avenue (CO 82), which was identified as part of the City of Glenwood Springs Comprehensive Plan Update as one of the major concerns within the community.</p> <p>According to the MOVE Study, commissioned in 2021 by RFTA and the City, "while the entire Garfield-Pitkin County region is anticipated to grow over the next 20 years, population and employment growth will be most acute between Glenwood Springs and Parachute. Glenwood Springs lies at the heart of this region and will bear the benefits and impacts of this growth, as seen in Figure 2 and Figure 3. Since State Highway 82 is the major route through Glenwood, traffic is also expected to increase, as shown in Figure 4."</p>

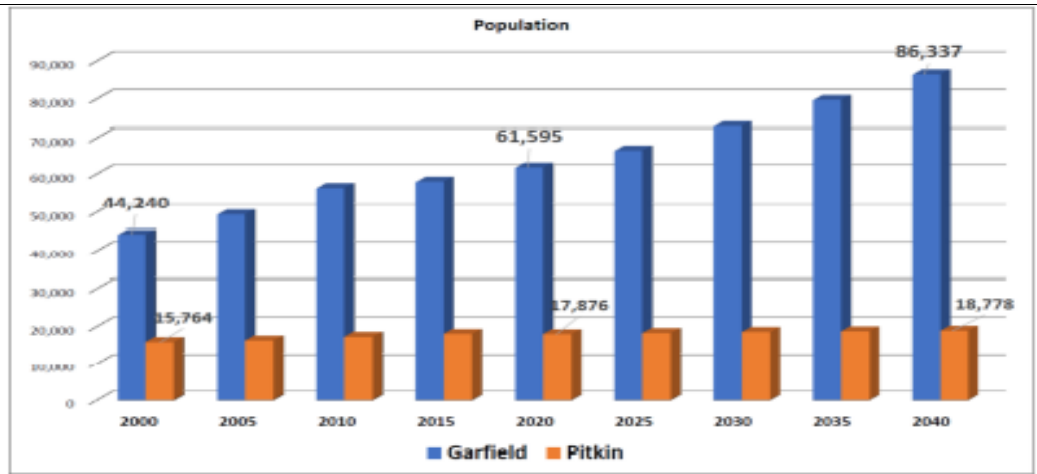


FIGURE 2 - GARFIELD AND PITKIN COUNTY POPULATION PROJECTIONS

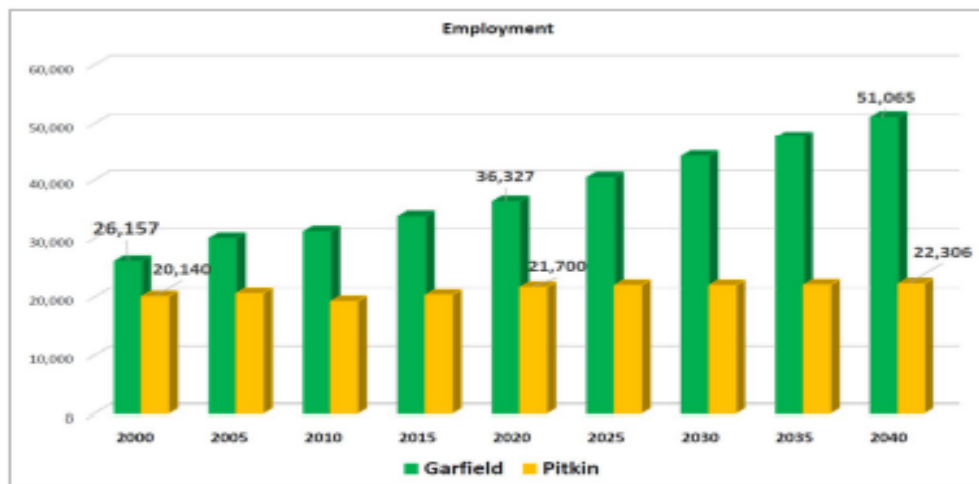


FIGURE 3 - GARFIELD AND PITKIN COUNTY EMPLOYMENT PROJECTIONS

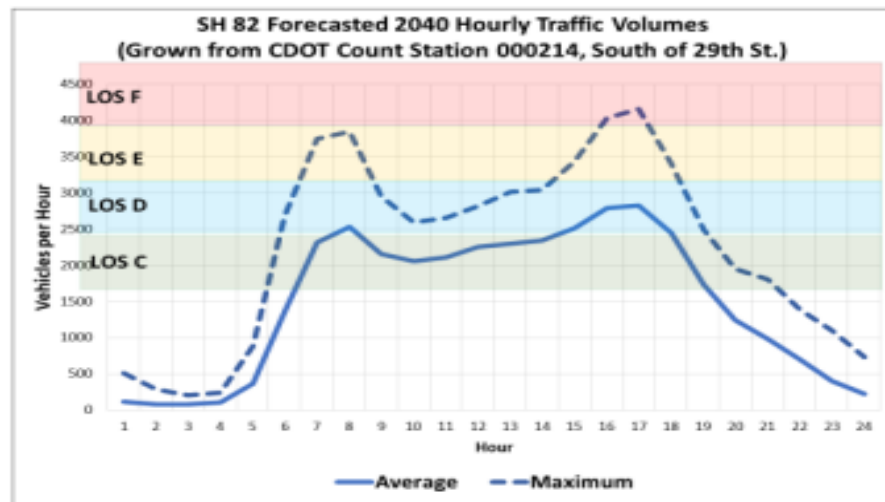


FIGURE 4. 2040 CONGESTION IN GLENWOOD SPRINGS

	<p>The City contracted with the consulting firm Fehr and Peers to address the following questions:</p> <ol style="list-style-type: none"> 1. How many people commute or travel through Glenwood Springs, either from Garfield County or Eagle County to destinations south, i.e., Carbondale, etc.? 2. Of the people traveling on CO 82 in Glenwood Springs, what percentage are passing through Glenwood Springs without stopping, what percentage are commuting to or from Glenwood Springs to/from other communities, and what percentage are traveling entirely within Glenwood Springs? What percentage from each community? 3. How many people commute from Glenwood Springs to Eagle, western Garfield County, or destinations south of Glenwood Springs? 4. When commuters or other travelers are passing through Glenwood Springs what percentage are using CO 82 versus Midland Avenue? For those using Midland Avenue, what percentage turn at 8th Street and 27th Street? 5. How many people come from the Three Mile Road and Four Mile Road corridors and commute or travel south of Glenwood Springs? How many people south of 27th Street along Midland Avenue use the 27th Street bridge and then commute south of Glenwood Springs? 6. What communities along the I-70 corridor are people coming from who work in and are traveling to Glenwood Springs? What about the major employment centers (downtown, hospital, mall, etc.)? 7. General origin-destination travel patterns of people traveling within Glenwood Springs to inform local transit service structure.
Governance Policy:	None noted.
Fiscal Implications:	There are no fiscal implications to RFTA at this point.
Attachments:	Yes, please click on this link: " Glenwood Springs Regional Origin and Destination Study Presentation.pdf ." Also, please find "Glenwood Springs Regional Origin and Destination Study Presentation.pdf," included in the November 2020 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.

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

Meeting Date:	November 10, 2022
Subject:	RFTA Climate Action Plan (CAP) Project Update
Strategic Outcomes:	6.0 ENVIRONMENTAL SUSTAINABILITY
Strategic Objectives:	<p>6.1 Trail and transit users enjoy environmentally friendly equipment and facilities</p> <p>6.2 RFTA organization will strive for 100% renewable energy use</p> <p>6.3 Maximize energy efficiencies within RFTA organization with cost-effective solutions</p> <p>6.4 Provide alternative and innovative travel solutions to help slow the growth of vehicle miles traveled in region</p> <p>6.5 Advance renewable/sustainable projects without sacrificing our existing services and responsible budget</p>
Presented By:	Jason White, RFTA Assistant Planner, and Wes Maurer, AICP, Gannett Fleming
Staff Recommends:	RFTA seeks feedback on the overall Climate Action Planning Process; in particular, RFTA seeks Board input on setting goals for the Climate Action Plan, as outlined in the Executive Summary.
Executive Summary:	<p>The RFTA Climate Action Plan (CAP) planning process is approximately 60% complete, on schedule and within budget.</p> <p>The goal of the CAP is to create measurable, actionable strategies to achieve RFTA’s greenhouse gas (GHG) reduction and climate action goals. These goals and strategies will be developed during the CAP process.</p> <p>The CAP team has collected a wide range of RFTA data from bus ridership to fleet fuel consumption to facility utility bills. This information forms RFTA’s baseline Greenhouse Gas (GHG) emissions data.</p> <p>In October and November, the CAP project team engaged with area stakeholders and RFTA staff to examine the GHG reduction goals of RFTA’s member jurisdictions and to consider a wide variety of GHG reduction strategies for RFTA, consolidated from numerous CAPs across the nation.</p> <p>Wes Maurer of Gannett Fleming will provide a summary of the CAP process, progress to date, and the remaining schedule and tasks. At today’s Board meeting, Maurer requests the Board’s involvement in helping to define a decision-making process for setting measurable CAP goals. The project team envisions two general approaches for goal setting:</p> <ol style="list-style-type: none"> 1. RFTA sets the goal of an emissions reduction target and date. Climate action strategies are developed and prioritized, and resources identified to achieve this goal by a certain date. 2. RFTA develops and prioritizes achievable climate action strategies, estimates the emissions reductions and resources required, and then develops the emissions goals and targets.

<p>Background/ Discussion:</p>	<p>In July of 2022, RFTA contracted with Gannett Fleming to develop a RFTA Climate Action Plan (CAP). The CAP team provided an initial presentation at the August 11, 2022 board meeting. Today’s project update presentation will include recent accomplishments, current project status and next steps for plan development.</p> <p>Over the last three months, the CAP team has collected a wide range of RFTA data from bus ridership to fleet fuel consumption to facility utility bills. This real-world data forms RFTA’s baseline Greenhouse Gas (GHG) emissions data.</p> <p>The team also conducted a deep and wide scan of global, national and regional climate action plans. Regional plans from RFTA member jurisdictions are synthesized in one table in the presentation. A common regional target is in the range of 80% emissions reduction by the year 2050.</p> <p>On October 18th the CAP team and RFTA Staff hosted a regional stakeholder workshop in Carbondale, followed by targeted surveys to those not in attendance, to discuss regional goals and the potential strategies for GHG reductions. The feedback is presented in today’s presentation.</p> <p>Once RFTA chooses a roadmap for goal setting, the CAP Team will begin to develop climate action strategies to prioritize, implement and measure as we move forward.</p> <p>Final plan completion is projected for March/April 2023. The RFTA Board will have an opportunity to review the draft final plan and suggest final edits or content addition.</p>
<p>Governance Policy:</p>	<p>Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”</p>
<p>Fiscal Implications:</p>	<ol style="list-style-type: none"> 1. The RFTA Climate Action Plan (CAP) planning process is approximately 60% complete, on schedule and within budget. 2. The estimated cost of the RFTA Climate Action Plan is \$150,000. 3. \$140,000 has already been budgeted for 2022. The remaining \$10,000 will be budgeted for 2023. 4. In future years, there will be an option for RFTA to budget annual allocations for the consulting team to monitor and update data, goals and action items.
<p>Attachments:</p>	<p>Yes, please click on this link: “RFTA Climate Action Plan Board Packet Update November 2022.pdf.” Find “RFTA Climate Action Plan Board Packet Update November 2022.pdf,” included in the November 2020 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.</p>

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

Meeting Date:	November 10, 2022
Subject:	LoVa Trail Update
Strategic Outcome:	2.0 – Accessibility and Mobility
Strategic Objective:	2.2 Trail and transit users move safely, quickly and efficiently 2.3 Increase alternative mode splits throughout the region 2.4 Provide increased first and last mile options for customers throughout service area 2.6 Identify and reduce barriers to riding transit and accessing trails 2.7 Provide convenient connections to key activity centers in service area
Presented By:	Jeanne Golay, Executive Director, LoVa Trails
Staff Recommends:	Receive update and consider possible supplemental funding request.
Executive Summary:	<ul style="list-style-type: none"> • The LoVa Trail partnership is made up of the Town of New Castle, City of Glenwood Springs, RFTA and LoVa. • With the City of Glenwood Springs as the applicant, LoVa was awarded the first-ever Partnership Grant by the Garfield County Federal Mineral Lease District (FMLD) in November 2019. A \$700,000 grant was awarded to build a segment of the LoVa trail. • Garfield County then joined the project partners to contribute additional funding to make up the \$1.2 million project budget. • Extending west from the existing trail near the west Glenwood Springs Sanitation facility, the "Meet Me In The Middle" project will build 750 linear feet of trail and a shelter on the north bank of the Colorado River adjacent to I-70. • Project bids are expected to be opened on November 7. It is possible that the bids will exceed the current amount of funding available for the project. • Thanks to the passage of the 2.65 mill levy to help fund RFTA’s Destination 2040 Plan, approximately \$2 million was designated for the construction of the LoVa Trail. • Currently, \$175,000 in RFTA funding has been encumbered for this trail construction project, potentially leaving an available balance of \$1,825,000 that could be applied to this and other LoVa Trail projects. • If, after bids are opened, there is a funding shortfall, LoVa Trails may request RFTA to consider approving an additional amount of funding to help bridge the funding gap so that the project can be completed. • If there is a shortfall, a funding commitment in some amount will likely be needed from the RFTA Board at the November 10 meeting in order to get the project under contract and move ahead with a summer 2023 construction schedule. • The funds would not be expended until 2023, so the appropriation could be added to the 2023 RFTA Budget, which will be submitted to the Board for adoption on December 8, 2022. • Completion of the project will have a positive impact on the visibility and momentum of the LoVa Trail. LoVa’s trail construction plans have experienced significant setbacks due to pandemic-related delays and cost escalation. The successful completion of this segment of trail will provide westward progress through South Canyon and beyond. • Jeanne Golay, Executive Director of LoVa will be attending the Board meeting to provide the Board with an update regarding bids received and, if necessary, to request supplemental funding for the project.

Background/ Discussion:	See Executive Summary, above.
Governance Policy:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	RFTA has budgeted approximately \$193,000 for the LoVa Trails construction project and operating support in 2022. To date, \$5,000 has been expended.
Attachments:	No.

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

Meeting Date:	November 10, 2022
Subject:	Update Regarding “Draft” Regional Bikeshare MOU Process
Strategic Outcome:	2.0 – Accessibility and Mobility
Strategic Objective:	2.3 – Increase alternative mode splits throughout the region 2.4 – Provide increased first and last mile options for customers throughout the service area
Presented By:	Dan Blankenship, CEO
Staff Recommends:	FYI: Staff will provide an update regarding the status of the process of meeting with prospective parties to the 2023 Regional Bikeshare Services Memorandum of Understanding.
Executive Summary:	<p><u>Status of “Draft: Memorandum of Understanding Regarding RFTA 2023 – 2028 Regional Bikeshare Services (Draft MOU):</u> (Not much has changed since the September Board meeting)</p> <p>Following is a status update regarding the process of sharing the Draft MOU with prospective jurisdictional partners is as follows:</p> <p><u>City of Aspen (No Change):</u> Conditional approval of the Draft MOU was granted by the Aspen City Council at its July 12 meeting.</p> <p><u>Town of Basalt (No Change):</u> Conditional approval of the Draft MOU was granted by the Town Council of Basalt at its July 26 meeting.</p> <p><u>Town of Carbondale (No Change):</u> Conditional approval of the Draft MOU was granted by the Town Council of Carbondale at its June 28 meeting. Final adoption tentatively slated for November 22, 2022.</p> <p><u>Eagle County (No Change):</u> A copy of the Draft MOU and a Memorandum to the Board of County Commissioners (BOCC) explaining the Draft MOU have been provided to County Staff. Eagle County’s 2023 local bikeshare cost of \$83,615 has been included in the County’s 2023 Sustainable Communities’ budget, which will be acted on by the BOCC later this year. RFTA staff is prepared to present to the BOCC and offer the use of RFTA’s FLMM Reserve funds to help defray approximately \$20,000 of this amount, if desired.</p> <p><u>City of Glenwood Springs (New):</u> The City of Glenwood Springs Transportation Commission approved revised recommendations to the City Council, which included a list of bicycling safety and maintenance-related projects that should be completed before or in conjunction with the implementation of the City’s bikeshare system. Due to the time it will take the City to address the Transportation Commission’s recommend list of improvements, as well as supply chain issues, which will likely delay the receipt of bikeshare equipment, it seems likely that implementation of bikeshare in the City of Glenwood Springs will occur in 2025 at</p>

	<p>the earliest. Currently, it is anticipated that the Draft MOU will be presented to the City Council for approval at its November 17th meeting.</p> <p><u>Pitkin County (No Change)</u>: RFTA and WE-cycle staff presented the Draft MOU at the BOCC Work Session on September 6, 2022. The BOCC conditionally approved the MOU and, when it is finalized will consider final approval it at a future meeting.</p> <p><u>Town of Snowmass Village (No Change)</u>: Conditional approval of the Draft MOU was granted by the Town Council of Snowmass Village at its August 2 meeting.</p>
Background/ Discussion:	See Executive Summary, above.
Governance Policy:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	The combined estimated cost of the Roaring Fork Valley Regional Bikeshare Study and the RFLMMS was approximately \$180,000.
Attachments:	<p>Yes, please click on this link for a copy of the current “Draft of the Memorandum of Understanding Regarding Roaring Fork Transportation Authority 2023 – 2028 Regional Bikeshare Service.pdf.”</p> <p>Find “current “Draft of the Memorandum of Understanding Regarding Roaring Fork Transportation Authority 2023 – 2028 Regional Bikeshare Service.pdf” in the November 2022 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda.</p>

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

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: November 10, 2022

Ridership: Through September, 2022, RFTA’s year-to-date system-wide ridership was up 36.2% compared to same period in 2021. Meanwhile the individual month of September 2022 compared to September 2021 was only up 20.6% system-wide. The reason that the increase might not have been higher is that RFTA was operating at 100% seated capacity in September of 2021 and normal service levels were being provided. This year, although RFTA is allowing standees, it is operating reduced service regional levels because of the acute shortage of Bus Operators.

The chart below compares year-to-date September 2022 ridership with year-to-date September 2019 pre-pandemic ridership. Overall, Year-to-Date system-wide ridership in through September 2022 was down 25% compared to year-to-date system-wide ridership through September 2019. However, Valley ridership was only down 18%.

Total Ridership YTD Comparison: 2019 vs. 2022			
Service	YTD Sept. 2019	YTD Sept. 2022	% Vari YTD 2022 to YTD 2019
Aspen	1,096,801	693,730	-37%
Valley	2,135,437	1,755,036	-18%
Hogback	78,193	103,816	33%
Other	1,004,715	705,089	-30%
Total	4,315,146	3,257,671	-25%

The chart below compares the month of September 2022 with the pre-COVID month of September 2019. System-wide ridership in September 2022 was only down 7% compared with September 2019, which indicates ridership is rebounding, despite reduced service levels. Of note, Valley ridership was actually up 4% in September 2022 compared with pre-pandemic September 2019, and Hogback ridership was up 65%.

Ridership Comparison: Sept. 2019 vs. Sept. 2022			
Service	Sep-19	Sep-22	% Vari Sept. 2021 to Sept. 2019
Aspen	74,862	49,026	-35%
Valley	183,344	190,786	4%
Hogback	7,905	13,072	65%
Other	80,363	70,267	-13%
Total	346,474	323,151	-7%

RFTA 2022 Work Plan for Destination 2040 Implementation

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

2022 Budget: \$7,280,650	% Complete: 25%	Last Updated: Oct. 2022
<ul style="list-style-type: none"> 2022 Budget included funding to purchase 10 replacement clean diesel, low floor buses. This budget was appropriated in the 2022 Annual Budget appropriation. 		<ul style="list-style-type: none"> Manufacturer is requesting \$47k increase per bus for cost escalations. Staff has rejected this request per contractual protections. Order placed on Feb 10 10 buses to be delivered May 2023

E2 - Bike Share Expansion

2022 Capital Budget: \$0	% Complete: 100%	Last Updated: Complete
<ul style="list-style-type: none"> 2022 Budget includes the remaining project funds from a 2021 appropriation of \$200,000 for a Bike Share Expansion and First and Last Mile Planning Study. 		<ul style="list-style-type: none"> Action Items from Plan are being incorporated into the 2023 budget. Plan Adopted by RFTA Board

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

2022 Budget: \$3,640,325	% Complete: 25%	Last Updated: September 2022
<ul style="list-style-type: none"> 2022 Budget includes funding to purchase 5 expansion low floor clean diesel buses. 		<ul style="list-style-type: none"> Manufacturer is requesting \$47k increase per bus for cost escalations. Staff reviewing contract to determine obligation to this cost increase. Buses ordered Feb 10 5 buses to be delivered May 2023

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

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

C8 - 27th Street Parking Expansion

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

C13 – Town of Snowmass Village Transit Center

2022 Budget: \$500,000	% Complete: 20%	Last Updated: Oct. 2021
<ul style="list-style-type: none"> RFTA staff continue to coordinate with Town of Snowmass on the design and implementation of the Snowmass Transit Center. 		<ul style="list-style-type: none"> TOSV has requested \$1.5 million of funding from RFTA to help bridge funding gap. TOSV received \$13.5m from FTA 5339 to help with additional costs of this project. It is understood that Snowmass may request RFTA's \$500,000 contribution to this project in 2022.


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

2022 Budget: \$3,800,392	% Complete: 30%	Last Updated: Nov. 2022
<ul style="list-style-type: none"> In 2022 RFTA staff plan to contract with a construction team and begin construction of the 27th Street and SH-82 Underpass in fall 2022. 		<ul style="list-style-type: none"> After receiving additional grant funding and permission to advertise the project from CDOT, the project is now on the street for solicitation of construction contractors. Project on hold pending grant application. Awards to be announced in August/Sept. 2022.

S4 - Buttermilk Underpass

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

S7 - Glenwood Maintenance Facility (GMF) Expansion

2022 Budget: \$28,246,556	% Complete: 30%	Last Updated: November 2022
<ul style="list-style-type: none"> 2022 Budget includes remaining funding for Phase 2 Construction: Grading, Excavation, Fleet Maintenance Build Renovation & Expansion. Construction funding for phases 3,4,5,7 has been appropriated in 2022 Annual Budget. 	<p>Phase 2</p> <ul style="list-style-type: none"> Project Complete. Vehicle Maintenance Staff moved into new space. <p>Phase 3,4,5,7</p> <ul style="list-style-type: none"> All permits for construction have been obtained. Construction began October 2022. Design at 50% 	



Demo and Grading at GMF for Phase 3, 4, 5 and 7

Phase 6 (Transit Center and Operations Center)

- Raise grant received providing \$4.5 mil. in federal funding to advance Phase 6.

S10 - Replacement Office/Housing

2022 Budget: \$895,165	% Complete: 10%	Last Updated: November 2022
<ul style="list-style-type: none"> • Staff has received a Housing Feasibility study in Dec. 2021 and will use this document to help craft a recommendation for a 2023 Strategic Initiative to begin construction in 2023. 		<ul style="list-style-type: none"> • Closing on hotel property scheduled for November 14. • Staff working to develop a comprehensive RFTA Housing Policy.

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

Please see the click on the links: "[11-10-2022 Planning Department Update.pdf](#)," or see "11-10-2022 Planning Department Update.pdf," included in the November 2022 RFTA Board Meeting Portfolio.pdf, attached to the email transmitting the RFTA Board Meeting Agenda packet.

2022 Actuals/Budget Comparison (September YTD)

2022 Budget Year	September YTD			
General Fund	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales and Use tax (1)	\$ 23,475,251	\$ 17,789,813	32.0%	\$ 31,881,900
Property Tax	\$ 12,130,219	\$ 11,876,000	2.1%	\$ 11,876,000
Grants	\$ 2,678,418	\$ 2,678,418	0.0%	\$ 49,509,296
Fares (2)	\$ 3,147,599	\$ 2,751,380	14.4%	\$ 3,723,500
Other govt contributions	\$ 550,000	\$ 550,000	0.0%	\$ 1,953,160
Other income	\$ 1,223,891	\$ 535,558	128.5%	\$ 941,380
Total Revenues	\$ 43,205,379	\$ 36,181,169	19.4%	\$ 99,885,236
Expenditures				
Fuel	\$ 1,368,175	\$ 1,604,677	-14.7%	\$ 2,160,194
Transit (3)	\$ 24,081,891	\$ 26,006,101	-7.4%	\$ 36,030,064
Trails & Corridor Mgmt	\$ 508,257	\$ 520,977	-2.4%	\$ 896,000
Capital	\$ 2,996,819	\$ 2,991,337	0.2%	\$ 85,559,990
Debt service	\$ 839,054	\$ 839,054	0.0%	\$ 1,649,984
Total Expenditures	\$ 29,794,197	\$ 31,962,146	-6.8%	\$ 126,296,232
Other Financing Sources/Uses				
Other financing sources	\$ 11,192	\$ -	#DIV/0!	\$ 11,009,281
Other financing uses	\$ (4,531,099)	\$ (4,531,099)	0.0%	\$ (4,986,970)
Total Other Financing Sources/Uses	\$ (4,519,907)	\$ (4,531,099)	-0.2%	\$ 6,022,311
Change in Fund Balance (4)	\$ 8,891,275	\$ (312,075)	-2949.1%	\$ (20,388,685)

- (1) Sales and Use Tax Revenues are received 2 months in arrears (i.e. July sales and use tax revenue is deposited and recorded in September).
- (2) Through September, fare revenue and ridership are increased by 3% and 35%, respectively, compared to the prior year. Note that due to COVID-19 social distancing measures, RFTA was operating under a 50% seated capacity limitation and it wasn't until June 2021 that it changed to 100% seated capacity which contributes to the ridership increases. The Maroon Bells Bus Tour began on May 27, 2022 which was earlier than the assumed start date of June 6, 2022 in the 2022 Budget. The chart below provides a YTD September 2021/2022 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 9/2021	YTD 9/2022	Increase/ (Decrease)	% Change
Regional Fares	\$ 1,902,528	\$ 2,122,123	\$ 219,595	12%
Maroon Bells	\$ 1,122,093	\$ 999,721	\$ (122,372)	-11%
Total Fare Revenue	\$ 3,024,621	\$ 3,121,844	\$ 97,223	3%
Ridership on RFTA Regional Services*:	YTD 9/2021	YTD 9/2022	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	430,259	606,125	175,866	41%
BRT	486,201	658,483	172,282	35%
SM-DV	14,277	37,717	23,440	164%
Grand Hogback	56,434	103,816	47,382	84%
Maroon Bells	185,541	179,698	(5,843)	-3%
Total Ridership on RFTA Fare Services	1,172,712	1,585,839	413,127	35%
Avg. Fare/Ride	\$ 1.93	\$ 1.51	\$ (0.42)	-22%
Avg. Fare/Ride MB	\$ 6.05	\$ 5.56	\$ (0.48)	-8%

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

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage September YTD				Hours September YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	2,973,484	3,285,710	(312,226)	-9.5%	136,857	147,873	(11,016)	-7.4%
City of Aspen	444,779	441,296	3,483	0.8%	50,815	50,171	644	1.3%
Aspen Skiing Company	206,375	208,699	(2,324)	-1.1%	15,023	15,683	(661)	-4.2%
Ride Glenwood Springs	85,634	88,792	(3,158)	-3.6%	7,345	7,376	(31)	-0.4%
Grand Hogback	312,145	319,735	(7,590)	-2.4%	14,390	15,603	(1,213)	-7.8%
Specials/Charters	8,615	14,320	(5,705)	-39.8%	506	913	(407)	-44.6%
Senior Van	6,552	7,381	(829)	-11.2%	1,024	1,292	(268)	-20.7%
MAA Burlingame	12,470	23,847	(11,377)	-47.7%	1,128	1,688	(560)	-33.2%
Maroon Bells	70,186	82,358	(12,172)	-14.8%	5,657	6,651	(995)	-15.0%
Subtotal - Transit Service	4,120,242	4,472,138	(351,896)	-7.9%	232,745	247,252	(14,507)	-5.9%
Training & Other	13,971	11,919	2,052	17.2%	16,039	23,010	(6,971)	-30.3%
Total Transit Service, Training & Other	4,134,213	4,484,057	(349,844)	-7.8%	248,783	270,262	(21,478)	-7.9%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report

Service	Sep-21 YTD	Sep-22 YTD	# Variance	% Variance
City of Aspen	522,292	693,730	171,438	32.82%
RF Valley Commuter	1,286,552	1,755,036	468,484	36.41%
Grand Hogback	56,434	103,816	47,382	83.96%
Aspen Skiing Company	213,539	338,431	124,892	58.49%
Ride Glenwood Springs	100,911	138,317	37,406	37.07%
X-games/Charter	5,662	17,770	12,108	213.85%
Senior Van	962	783	(179)	-18.61%
MAA Burlingame	19,943	30,090	10,147	50.88%
Maroon Bells	185,541	179,698	(5,843)	-3.15%
GAB Transit Mitigation Svcs.	-	-	-	N/A
Total	2,391,836	3,257,671	865,835	36.20%

Subset of Roaring Fork Valley Commuter Service with BRT in 2019

Service	YTD Sep 2021	YTD Sep 2022	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	430,259	606,125	175,866	41%
BRT	486,201	658,483	172,282	35%
Total	916,460	1,264,608	348,148	38%

2023 RFTA Annual Budget – Preliminary Schedule

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

Line of Credit

The annual renewal process will be underway this month for the \$1 million line of credit with Alpine Bank, which has a maturity date of December 15, 2022. **Background:** The RFTA Board adopted Resolution 2009-07 authorizing the establishment of a \$1 million line of credit with Alpine Bank. Staff interprets this resolution to be perpetual in nature and intends to renew the line of credit each year, unless the Board directs otherwise. To date, RFTA has never drawn down against this line of credit. For this reason, and because RFTA has significant fund balance, staff may ultimately recommend allowing the line of credit to lapse.

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

Facilities, Railroad Corridor & Rio Grande Trail Update

- **Main Street Housing Complex:** The failing roof has been replaced. (complete)
- **Glenwood Maintenance Facility (GMF):** The Phase II expansion is wrapping up. Staff is working with the Project Management team on a punch list of items that require repair before the construction contract is closed out.
- **Right-of-Way Land Management Project:** Along with its legal and engineering consultants, RFTA staff will be working on the following tasks in 2022:
 - Staff now utilizes a land use review process for projects proposing to impact the Railroad Corridor. This process allows staff to have railroad and legal experts review, assess and report on proposed development impacts along the Railroad Corridor along with making recommendations regarding potential mitigation for the impacts that RFTA can provide to permitting jurisdictions. (ongoing)
 - Staff is also in the process of approaching every adjacent, unlicensed property owner and working with them to get a license in place for access across, or encroachments into the RFTA Railroad Corridor. Identifying each of the property owners has proven a bit challenging. However, staff is in the process of compiling a detailed list of every adjacent property owner, and will begin approaching each property owner on a county-by-county basis. (ongoing)
 - Based on comments received from the RFTA Board members at the 02/11/2021 meeting, staff has been focusing on working with Paul Taddune and the rail attorneys, to bring some longstanding licensees into compliance with the terms of their license agreements, securing license agreements with unlicensed adjacent property owners, and working to eliminate all outstanding encroachments. We are also working with Paul and the rail attorneys on several ditch concerns, and determine a path to finalize agreements involving property boundary disputes. (ongoing)

Land Use Applications:

Current Applications:

- Holy Cross Fiber Project- All permits approved, project is underway.
- Pitkin County Gerbaz Bridge- Issued permit for Geo Tech.
- Pitkin County- Basalt High School- Received Geo Tech, they want to change application to open trench, working on schedule call.

Outstanding Applications:

- Cedar Networks- waiting for revised plans on bringing pole into compliance, need fee structure approved before they will sign license.
- Century Link-As-built is approved, waiting on signed agreement and payment.
- Black Hills-waiting on response from Cash on license.

Rail Car Issues:

- Rail cars have made several improvements without authorization from RFTA. Installed a new water tank without a permit.
- Illegally hooked into the power grid.
- Made multiple exterior improvements, including cutting and removing rail, landscaping, installing privacy fence.
- Pitkin County Com-Dev. Has red-tagged the rail cars and RFTA has to cure by 9/17/22.
- Staff is working with the state rail attorney to resolve. Will bring a recommendation to the RFTA Board for resolution, once a resolution is determined. (ongoing)
- **Recreational Trails Plan (RTP)** – The Planning Department and Facilities departments are working collaboratively with regional stakeholders to update the 2005 Recreational Trails Plan (RTP). Following unanimous RFTA Board adoption of the Access Control Plan (ACP) in early 2018, the RTP is the second component plan of the larger Corridor Comprehensive Plan that guides management of the entire Rio Grande Railroad Corridor from Glenwood Springs to Aspen. (ongoing)
- **Rail Salvage Project** – Staff has been tasked with developing a statement of work for, and removal of all rail between 8th Street and 23rd Street in Glenwood Springs in 2023. Staff is waiting on the intersection repair design for the rail salvage scope of work. The rail salvage project will go forward in 2023. (ongoing)
- **Wingo Bridge Rehabilitation Project** – The repair project is underway as of the first full week of October 2022. (ongoing)
- **Covenant Enforcement Commission (CEC)** – Staff has completed the annual CEC assessment and the direction received from the RFTA Board of Director's is to go forth and manage the Railroad Corridor and clean-up all encroachments, license approved uses and remove all unapproved uses. **The C.E.C. meeting is scheduled this Friday, November 4th, 2022 from 10am to noon. Members may attend in person at the RFTA office located at 1340 Main Street in Carbondale, or online via Webex at: <https://rfta.webex.com/rfta/j.php?MTID=m0be9449c434c3ad26adea8f548c0527f>.** Abbey Pascoe has sent out an invitation to each of the C.E.C. members, if you haven't received an email, please email Abbey at apascoe@rfta.com and she will resend.
- **Federal Grant Right of Way (fgrow) project** – Staff continues to identify and approach adjacent property owners located in the fgrow areas in an attempt to negotiate the exchange of Bargain and Sale deeds. Staff has completed the Carbondale section and has started the conversation with Pitkin County to work through an exchange involving the Phillips property. Pitkin County purchased the Phillips property a few years ago. They now control the Phillips homestead and the Phillips trailer park. (ongoing)
- **Mid Valley Trails Committee (MVTC)** – The RFTA Board and the Eagle County BOCC have agreed to have RFTA take over management of the MVTC effective 01/01/23. Staff is working with the committee to implement new policies and procedures for the MVTC and will be adding additional members to this committee over the next couple of RFTA Board meetings. (ongoing)



- Staff is staying busy out on the trail!
 - The Trail Technicians, Jud and Brian, are working hard to give ALL trail users a great experience.
 - Staff has been out pulling weeds, sweeping, debris blowing, clearing limbs and sightlines, mowing, cleaning up trailheads and vault toilets, etc. to make sure the trail is safe and clean.
 - October will be the last month with our Seasonal Trail Tech. in 2022
 - ❖ We wish Brian the best of luck as he searches for a full-time, year-round job. Brian hit the ground running and was a great asset to have on our team. Brian took the initiative and got certified to fly drones (to get aerial photos of the RGT corridor), learned all about trail maintenance and noxious weeds this summer.
- Staff continues working with Carbondale Arts to beautify the corridor through the Town of Carbondale, called the “Rio Grande ArtWay.”
 - The next big project is the Youth Art Park, and it will be located just north of Town Hall and the Carbondale Rec Center. Construction activity should commence any day now and phase 1 should be completed in 2023.
- Goat Green arrived to work the RGT Corridor with 226 goats, several herding dogs, electric fence, etc. on August 18 and finished the project on September 28. The 2022 project area included Emma/Sopris Creek (and headed down valley) to Rock Bottom Ranch.
- Earth Wise Horticultural is worked on remedying 20 locations with hazardous trees.
- Some 2022 projects that we have completed or underway are listed below:
 - Wingo Bridge Maintenance/Repair:
 - ◆ Contractor mobilized first week of October to get this important repair project started. Project goal is to repair the concrete pier footings.
 - ◆ Coordination with Pitkin County is ongoing, as they are a partner.
 - Rio Grande Trail – 20 year maintenance plan (draft).
 - Re-vegetation efforts and corridor restoration efforts. 2022 is year # 7 utilizing goats to help build soil health, control vegetation, and hopefully in the end help to snuff out noxious weeds.
 - Rio Grande ArtWay improvements and maintenance.
 - Kiosk Construction – 2 locations to be completed in the fall of 2022 include the CMC and Carbondale East trail heads.
 - Adopt-a-Trail and RFOV project collaborations.
 - Remove hazardous trees along the 21 miles of RFTA maintained section.
 - Complete the annual CEC tour, report, and meeting.