

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

TIME: 9:00 a.m. – 11:30 a.m., Thursday, November 12, 2020

This will be a Virtual WebEx Teleconference Meeting

Instructions regarding how to participate in the meeting via WebEx will be attached to the e-mail transmitting the Board Agenda Packet, on the third page of this agenda, or at www.rfta.com on the Board Meeting page.

(This Agenda may change before the meeting)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	9:00 a.m.
2	Approval of Minutes: RFTA Board Meeting October 8, 2020, page 4		Approve	9:01 a.m.
3	Public Comment: Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person)		Public Input	9:02 a.m.
4	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	9:05 a.m.
5	Presentations/Action Items:			
	A. Presentation of 3rd Draft of RFTA 2021 Budget – Michael Yang, CFAO and Paul Hamilton, Director of Finance, page 19	4.2.5	Discussion	9:10 a.m.
	B. Resolution 2020-23: A Resolution of the Roaring Fork Transportation Authority (RFTA) Declaring its Official Intent to Reimburse itself with the Proceeds of Future Taxable or Tax Exempt Bonds for Certain Capital Expenditures to be Undertaken by RFTA; Identifying Said Capital Expenditures and the Funds to be Used for Such Payment; and Providing Certain Other Matters in Connection Therewith – Michael Yang, CFAO; Paul Hamilton, Director of Finance; and Dan Blankenship, CEO, page 39	4.2.5	Discussion	9:40 a.m.
	C. MOVE Study Overview – Kurt Ravenschlag, COO, page 45	1.2	Discussion /Direction	10:00 a.m.
	D. RFTA Service Planning Issues Related to the Outbreak of Coronavirus (COVID-19) – Dan Blankenship, CEO and Kurt Ravenschlag, COO, page 47	2.2.3	Discussion /Direction	10:20 a.m.
	E. Maroon Bells’ Shuttle Service Update – Dan Blankenship, CEO, page 54	4.2.5	Discussion /Direction	10:35 a.m.
6	Consent Agenda			10:45 a.m.
	A. Motion to Reconsider and Amend Resolution 2020-22: 2020 Supplemental Budget Appropriation – Michael Yang, CFAO and Paul Hamilton, Director of Finance, page 57	4.2.5	Approve	
	(Agenda Continued on Next Page)			

	Agenda Item	Policy	Purpose	Est. Time
	B. Resolution 2020-24: Resolution Supporting the Grant Application for a Grant from the Federal Transit Administration (FTA) Year 2021 Public Transportation COVID-19 Research Demonstration Grant Program and Letter of Support – David Johnson, Director of Planning and Jason White, Assistant Planner, page 62	4.2.5	Approve	
	C. Intergovernmental Agreement for Transit Services in Unincorporated Garfield County and to Non-Member Municipalities – Dan Blankenship, CEO, page 66	4.2.5	Approve	
7	Public Hearing			
	A. Resolution 2020-25: Supplemental Budget Appropriation – Michael Yang, CFAO and Paul Hamilton, Director of Finance, page 67	4.2.5	Approve	10:55 a.m.
8	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 72	2.8.6	FYI	11:10 a.m.
9	Issues to be Considered at Next Meeting:			
	To Be Determined at November 12, 2020 Board Meeting	4.3	Meeting Planning	11:12 a.m.
10	Next Meeting: 9:00 a.m. – 11:30 a.m., December 10, 2020 via WebEx Teleconference (Details to be provided later)	4.3	Meeting Planning	11:13 a.m.
11	Executive Session: One Matter: 1) Pursuant to C.R.S. 24-6-402 4(e)(I) Determining positions that may be subject to negotiations; developing strategy for negotiations and instruction negotiators; The Sunnyside Solar Array	3.5.2.B	Executive Session	11:15 a.m.
12	Reconvene Into Open Session			11:25 a.m.
13	Adjournment:		Adjourn	11:30 a.m.

Webex Link to the Meeting is on the Next Page

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**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
October 8, 2020**

Board Members Present (via WebEx):

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

Non-Voting Alternates Present (via WebEx)

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

Staff Present (via WebEx):

Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial Administrative Officer (CFAO); Kurt Ravenschlag, Chief Operating Officer (COO); Nicole Schoon, Secretary to the Board of Directors; Mike Hermes and Brett Meredith, Facilities & Trails Department; David Johnson and Jason White, Planning Department; Jamie Tatsuno, Marketing and Communications; Paul Hamilton, Director of Finance; Tammy Sommerfeld, Procurement; Nick Senn, Senior Construction Manager; Kent Blackmer, Director of Operations; Craig Dubin, Special Projects Manager; Kenny Osier, Director of Maintenance; Ed Cortez, Operations and ATU Local 1774 President

Visitors Present (via WebEx):

Ralph Trapani and Emily Kushto (Parsons); David Pesnichak (EOTC/Pitkin County); John Kruger and Lynn Rumbaugh (City of Aspen); Scott Condon (Reporter, Aspen Times); Terri Partch (City of Glenwood Springs); Madeleine Osberger, Melissa Sever, and Jeffery Evans (citizen)

Agenda

1. Call to Order/Roll Call:

Art Riddile called the RFTA Board of Directors to order at 9:00 a.m. Riddile declared a quorum to be present (7 member jurisdictions present) and the meeting began at 9:01 a.m.

2. Approval of Minutes:

Ann Mullins moved to approve the September 10, 2020 Board Meeting Minutes, and Riddile seconded the motion. The motion was unanimously approved.

3. Public Comment:

Riddile asked if any member of the public would like to address the Board or make a comment regarding items not on the October 8, 2020 Board Agenda.

No members of the public had any comments.

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

4. Items Added to Agenda – Board Member Comments:

Riddile asked if there were any items that needed to be added to the October 8, 2020 Board meeting Agenda.

No items were added to the October 8, 2020 Board Agenda.

Riddile asked if any Board member had comments or questions regarding issues not on the October 8, 2020 Board meeting Agenda.

No members of the Board any comments or questions.

Riddile closed Board comments at 9:04 a.m.

5. Presentations/Action Items:

A. Presentation of 2nd Draft of RFTA 2021 Budget – Michael Yang, CFAO and Paul Hamilton, Director of Finance

Michael Yang presented the changes and updates from the 1st Draft of the RFTA 2021 Budget which included the following items.

The 20/21 winter service plan will be incorporated in the 3rd draft of the 2021 budget when more information becomes available. Request for proposals for third party operator services and optional vehicle maintenance support were solicited and responses were only received for vehicle maintenance. Costs for vehicle maintenance seasonal support are included in the budget.

In order to support the operating plan, approximately \$4.9 million of property tax revenues are being used to fill the estimated revenue gaps leaving approximately \$3.1 million available for capital projects, debt service on potential 2021 bond issuance, and other strategic initiatives before any recommended use of fund balance. Although the 2018 Ballot Measure 7A, Property Tax Mill Levy Increase, references specific uses of associated property taxes, the property tax revenues are not considered legally restricted.

Of the eight jurisdictions, RFTA has heard back from seven regarding their 2021 sales and use tax forecasts and made assumptions for the remaining one jurisdiction updated information becomes available. The impacts of the COVID-19 pandemic upon the economy and uncertainty on the duration of its impacts are evidenced by the information received. As a result, the 2021 preliminary sales tax forecast is 1.1% less than the updated 2020 forecast.

Use tax reflects a decrease of approximately 4.5% compared to the 2020 forecast. 2020 is the first full year of the impacts from HB19-1240 on use tax and staff will maintain a conservative approach in our use tax estimates until more data becomes available.

Health care costs continue to rise and the 2021 increase has been confirmed to be approximately 4% for medical premiums, with no change to dental and vision premiums. As part of RFTA's COVID-19 emergency response plan, RFTA started offering its seasonal workforce high-deductible health insurance, employee-only coverage. RFTA will continue this benefit in 2021.

Sales tax revenues are dedicated taxes collected from member jurisdictions based on intergovernmental agreements. Below are preliminary estimates, by jurisdiction, as of September 2020:

- City of Aspen 5.0%
- Town of Basalt <6.0%
- Town of Carbondale 5.0%
- City of Glenwood Springs <10.0%
- Eagle County 0.0%
- Town of New Castle 3.5%
- Pitkin County 0.0%
- Town of Snowmass Village 0.0%

Property tax revenues are collected by the County Treasurers in Pitkin, Eagle and Garfield Counties within RFTA's member jurisdictions. Based on the preliminary data received from Pitkin, Eagle and Garfield Counties, the changes in preliminary assessed property values are <0.6%>, 0.6% and 1.2%, respectively, within RFTA's district. Final certifications of assessed valuations will occur in December.

Staff projects a 59% decline in regional fare collections in 2020 compared to 2019 actuals. Contributing factors to this decline include the immediate impacts to the economy and ridership demand experienced that started in mid-March 2020, the temporary suspension of fare enforcement from mid-March through the end of July, and the reduced maximum capacity on buses as a safety measure in response to the ongoing threat of COVID-19. For 2021, fare revenues reflect a 17% decrease, which assumes the continued impacts from the reduced maximum capacity on buses over the course of the year. Changes to the maximum capacity on buses will impact the fare revenue projections.

In 2020, RFTA received a \$5.2 million in the first apportionment of the Coronavirus Aid, Relief, and Economic Security (CARES) Act funds and anticipates to receive \$3.3 million in the second apportionment. CARES Act funds are intended to help fill the revenue shortfalls experienced by RFTA as a result of the COVID-19 pandemic impacts to the region.

The 2020 budget assumes \$1,201,678 from the FTA Section 5311 operating grant and \$200,000 from CDOT FASTER operating grant. Staff will be seeking capital grant funds to help fund various capital needs. Funds will be appropriated after grants have been awarded. Additional grant revenues may be added by the final budget.

Mullins questioned the reason for such little capital grant revenue for 2021.

Yang stated that grant funding seems to be decreasing over the last few years. While planning for the 2021 budget, RFTA is basing its possible grant revenue off of grants received during 2020, with the exception of the two (2) most recent grants 1) \$13 million and 2) \$11.5 million. The plan for the 2021 budget is that when a grant is awarded it will be appropriated to the proper fund, and grants from 2020 will be appropriated into 2021.

The Elected Officials Transportation Committee (EOTC) will continue to provide funding for the no-fare Aspen/Snowmass regional transit service. The calculated contribution is approximately \$813,678. Budget scenarios are being reviewed for the EOTC to continue the no-fare contribution through 2021 due to the economic uncertainty created by the COVID-19 pandemic.

Garfield County's support for the Grand Hogback bus service could decrease by 10% from \$760,240 in 2020 to \$684,216 in 2021. The County is exploring potential areas to reduce its contributions in light of anticipated budgetary constraints.

The City of Rifle's support for the Grand Hogback bus service will remain the same at \$20,000.

George Newman stated that there has been a significant increase in ridership on the Grand Hogback bus route, and in order to maintain service for their citizens Garfield County and the City of Rifle need to budget appropriately. More funding is needed from both jurisdictions to continue the current service, and even more funding will be needed to increase service.

Dan Blankenship responded that Newman is correct, ridership was much higher in the first few months, but declined from March on due to COVID-19 and ensuing service reductions. With COVID-19 and limited seating on buses, extensive backup service has been needed, as the Grand Hogback has been hitting occupancy before the bus arrives in New Castle. He will have a discussion with both jurisdictions that more funding is going to be required.

Other income primarily consists of employee housing rental revenue, vehicle registration fees, and credits from the Federal Government, representing a reimbursement on a portion of the interest paid on the Series 2012A Qualified Energy Conservation Bonds. Year-round employee housing rental revenue and vehicle registration fees remain the same. A 5.7% sequestration rate on refundable credits applicable to the Authority's Build America Bonds and the Qualified Energy Conservation Bonds, are subject to change and could reduce federal reimbursement on interest payments.

The Collective Bargaining Unit (CBU) comprised of full-time bus operators are subject to a scheduled pay increase at the first full payroll period of 2021 in accordance with their contract. Assuming 158 full-time bus operators, the increase is estimated to be approximately 4.2% resulting in an additional cost of approximately \$326,500. 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, an additional cost of approximately \$277,000.

There have been four Request for Funding Applications, two of which were multi-year funding requests that the RFTA Board approved during the last budget cycle.

- \$180,000 from WE-cycle, applied for a five-year funding request of \$100,000/year. WE-cycle is requesting an additional \$80,000 to continue supporting financial and administrative services.
- \$30,000 from Garfield Clean Energy (GCE), three-year funding request, to support three key program areas and projects: (1) Active Energy Management consultation services to RFTA. (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.
- \$5,000 from Lower Valley Trail Association (LoVa) to support 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 \$6,684,000 of capital outlay has been budgeted, primarily related to bus replacements, engine and transmission rebuilds, various IT equipment, and capital repairs for the Rio Grande Trail. A \$500,000 contribution to the EOTC's Brush Creek Park and Ride FLAP Improvement Project, estimated cost of over \$6 million, has also been included.

Strategic Initiatives/capital projects and Destination 2040 projects have been prioritized based on the strategic initiatives identified by the RFTA Board. The following has been identified as high priority, but not yet reflected in the 2021 draft budget:

- \$25 million of projects included in the Destination 2040 Plan which will likely need to be funded with a new money bond issuance in 2021;
- GMF Expansion Project – Phases 3, 4, 5, & 7;
- Grade Separated Pedestrian Crossings of Hwy 82 and 27th Street;
- 27th Street BRT Station Parking Expansion – property acquisition; and
- \$1 million to \$1.5 million for multiple initiatives (non-Destination 2040) anticipated to be funded with current available resources in 2021.

Approximately \$538,500 are budgeted to be transferred from the General Fund to the Bus Stops/Park and Ride Special Revenue Fund. RFTA will continue to contribute to the Traveler Program by the budgeted transfer of approximately \$159,000. Approximately \$2.57 million will be used to fund current debt service payments on RFTA's outstanding bonds from 2012, 2013, and 2019.

The budget assumes 355.2 full-time equivalents (FTEs) compared to 343.7 budgeted in 2020.

- 5.2 FTEs of seasonal bus operators added in the Operations Department.
- 5.3 FTEs added in the Vehicle Maintenance Department: 2 Full-Time Transit Service Tech positions and 3.3 FTEs non-CDL Bus Cleaners to support disinfecting and fogging of buses.
- 1.0 FTE added in the CEO Department.

Capital projects included in the draft budget:

- 9 Diesel Bus Replacements
- Rio Grande Trail Improvements

Newman noted that RFTA currently has several diesel buses on order, and asked when RFTA is planning on ordering additional Battery Electric Buses (BEBs).

Kurt Ravenschlag stated that RFTA is still in the testing phases of the BEBs. There is currently not enough information regarding how those buses perform within RFTA's service areas to order additional BEBs.

Newman stated that he would appreciate an update on how the current BEBs are doing so far, in the testing process.

Notable Destination 2040 Projects not included in the draft budget but are likely to be funded with bond proceeds from a future bond issuance in 2021:

- GMF Expansion Project – Phases 3, 4, 5, & 7;
- Grade Separated Pedestrian Crossings of Hwy 82 and 27th Street; and
- 27th Street BRT Station Parking Expansion – property acquisition.

B. Glenwood Springs Maintenance Facility (GMF) Project Overview –Kurt Ravenschlag, COO.

The RFTA Glenwood Springs Maintenance Facility (GMF) expansion has been RFTA's number one priority to allow RFTA to safely and reliably provide existing service levels and to be able to serve our member jurisdiction's future growth. The GMF expansion project was included within the list of capital projects and service enhancements approved by voters in RFTA Destination 2040.

The GMF expansion project will renovate and expand its current maintenance facility into a new, centrally located operations, maintenance and administrative center. The GMF expansion will address RFTA's current operational deficiencies and accommodate forecasted growth in population, employment, and ridership demand in RFTA's 3-county service area. The GMF expansion will provide sufficient bus storage, operations, maintenance and administrative capacity and capability to support RFTA's long-term vision of creating greater community connectivity within our region.

Ridership has grown by 60% since 2002, and it is estimated to increase by at least 25% over the next 20 years. Today, RFTA operates approximately 44 buses from the GMF on a regular basis, exceeding the facility's capacity by 30%. To meet peak morning commute demands over the next 20 years, as many as 20 buses will need to be deadheaded 45 miles each way from RFTA's Aspen Maintenance Facility (AMF), if capacity at the GMF is not increased.

Buses are parked outside during the winter, and in the mornings they must idle an average of three hours, to ensure they are operating properly and that Bus Operators and passengers will be warm and comfortable. Idling decreases the efficiency of fuel utilization and contributes to wear and tear on buses. With the introduction of Battery Electric Buses (BEB) and Fuel Cell Electric Buses to the RFTA fleet, a climate controlled environment is required to maintain optimum battery storage capacity and efficiency.

Maintenance is becoming increasingly challenging because buses have become more sophisticated and complex. Today, RFTA operates clean diesel, diesel-electric hybrids, CNG-powered vehicles, and BEBs, with a wide array of complicated Intelligent Transportation System (ITS) technology, such as automated fareboxes, AVL/CAD and video surveillance systems. This year, RFTA began working with the State of Colorado to develop the fueling and maintenance capabilities to introduce hydrogen-powered Fuel Cell Electric Buses (FCEBs). The GMF is not capable of operating and maintaining such a wide variety of sophisticated and maintenance-intensive equipment.

The GMF expansion has been planned to occur over 10 phases of construction. Phase 1 has been completed and included lowering and grading of site and providing a temporary bus parking lot to accommodate future phases of construction.

Phase 2, includes grading, excavation, fleet maintenance building renovation and expansion, and purchase of Glenwood Springs Municipal Operations Center (MOC). Phase 2 is scheduled for construction pending Board appropriations in October 2020.

Phases 3 and 7, includes site grading and excavation, expanded operations center, new 30-Bus Storage Building, pre- and post-trip bus inspection facilities, parts and equipment warehouse, multi-fuel fueling, and bus wash facility. Phases 3 and 7 are scheduled to begin construction October 2021 pending Board appropriations.

Phases 4 and 5, includes grading, paving, demolition, retaining walls, and additional 30-bus storage building. These Phases are scheduled to begin construction October 2021 pending Board appropriations.

Phases 6, 8-10 include facilities for administrative and housing expansion. The Destination 2040 Plan includes \$10 million for the replacement of employee housing and Carbondale office space. However, it has not yet been determined whether this will occur at the Carbondale Maintenance Facility (CMF), the GMF, or some other location.

Mullins asked, how many housing units or number of employees could be housed in the new employee housing?

Ravenschlag stated, that information is unknown at this time, that project is still awhile out from construction. However, \$10 million has been projected for the employee housing at this time.

Shelley Kaup asked, is the West Glenwood Park-n-Ride (PnR) expansion a part of this project?

Ravenschlag responded that the West Glenwood PnR expansion is not a part of this project.

RFTA has received \$29 million in grant funding from various State and Federal grant funding programs. These grants require a local match commitment of \$26 million, which is \$11 million over the constrained RFTA contribution to the GMF Expansion within the Destination 2040 funding. Staff believes this funding gap can be bridged through project savings in other Destination 2040 projects, higher % of grant awards for other Destination 2040 projects that have reduced local contributions, and reprioritization of RFTA capital projects and additional grant funding.

Markey Butler encouraged Board members to go visit the current GMF building. RFTA is tasked with fitting 60 buses in such a tiny building is an impossible feat, yet they manage to do so day in and day out.

C. MOVE Update – David Johnson, Director of Planning and Kurt Ravenschlag, COO

The first round of virtual public outreach in May, 2020 was used to determine the need for improvements. The project team evaluated the following existing conditions and other data to capture the project needs:

- Public Transportation
- Downtown and RFTA Station Parking
- Traffic Analysis
- Multimodal Transportation Links
- Vehicular Crashes
- Non-motorized Modes

Alternatives will be presented, which have been evaluated and obtain feedback and input on the remaining alternatives. The following categories will be evaluated:

- Project Costs
- Auto Travel Time
- Transit Performance
- Pedestrian and Bicycle Ease and Safety
- Business Impacts
- Rio Grande Corridor Impacts
- Construction Duration
- Community Support

Downtown parking improvements (based on % of overall feedback):

- Ease and Safety of Walking and biking – 25%;
- No Impact to Rio Grande Trail (RGT) – 18%;

- No Impact on Businesses – 15%;
- Transit Efficiency – 13%;
- Minimize Construction Impacts – 12%;
- Minimize Costs – 9%; and
- Safety and Ease of Auto Travel – 8%.

The study team developed various alternatives and improvements, which are categorized into 4 different groupings:

Transit Alternatives:

- BRT extensions from 27th Street RFTA Station to downtown Glenwood Springs.
- Transit Center locations in downtown Glenwood Springs.

Parking:

- Short- and long-term improvements for downtown Glenwood Springs.
- Short- and long-term improvements for the RFTA Glenwood Springs Park-n-Ride Stations.

Congestion (non-transit):

- Traffic flow and congestion improvements for Grand Avenue and 8th Street.

Bicycle and Pedestrian:

- Pedestrian improvements throughout the downtown area.
- Bicycle improvements connecting to transit.
- Pedestrian improvements connecting to transit.

The intent of the downtown transit center is to increase transit usage and reduce traffic congestion, to the extent possible. The downtown transit center is not specifically intended to include parking since there is a concern that such a facility would attract additional vehicle trips to the area and add to existing traffic congestion. Existing City plans show possibilities for a transit center. Based on discussions with City and RFTA, five potential transit center sites were presented, the first three potential transit center sites were selected as the best options for further evaluation:

1. *7th Street and Colorado Avenue;*
2. *Rio Grande Corridor Alignment;*
3. *SH6 Area;*
4. *In-line Stations at 8th Street (and 14th Street); and*
5. *RFTA West Glenwood Park-n-Ride.*

The BRT extension alternatives being considered provide service to downtown Glenwood Springs on a route alignment that can accommodate dedicated lanes to ensure short travel times. The BRT extension alignment options are:

- Grand Avenue;
- Rio Grande Corridor;
- Blake Avenue;
- Cooper/Colorado Avenues; and
- Pitkin Avenue.

The project team will focus on the Grand Avenue and Rio Grande Corridor alignments. The Hybrid BRT alignment option is a compromise suggested by the Focus Group:

- Faster travel time using a portion of the Rio Grande Corridor.
- No impact to parking along Grand Avenue.
- Lower capital cost than the full Rio Grande Corridor option.
- Reduces the extent of perceived impacts along the Rio Grande Corridor.

Newman asked, how this project team could even discuss utilizing the Rio Grande Trail as transit, especially without first bringing the option before the RFTA Board of Directors. This is a major Board policy and Newman believed the option of utilizing the Rio Grande Corridor should have started with the RFTA Board.

Jonathan Godes responded that this is just one option that the project team was looking into, and it needs to be in alignment with all other options to be viable. If the Rio Grande Corridor option is unacceptable by the City of Glenwood Springs, it would not move forward and never need to come before the RFTA Board. This option moves the trail off of the right-of-way, back away from the road near the river.

Peak hour/peak direction means the BRT lane would use only the southbound parking lane during the morning 2-hour peak period, dominant directional traffic flow, and only the northbound parking lane during the afternoon 2-hour peak period, dominant directional traffic flow. The peak hour option would have BRT using both NB and SB parking lanes in the AM and PM peak periods.

To evaluate the alternatives, the project team is conducting two different levels of screening:

- Level 1 screening was to determine if alternatives meet the Purpose and Need and evaluates them against transit service specific criteria and parking impacts.
- Level 2 screening was more comprehensive and evaluates the alternatives against criteria including costs, multimodal ease and safety, traffic impacts, transit service, impacts on community amenities, and will include community support.

Various improvements will be paired with the preferred BRT extension alignment and the preferred transit center location. These improvements will enhance the operation, attractiveness and accessibility of the facilities and include the categories of pedestrian/bicycle facilities, parking improvements, traffic operations and safety improvements, and Regional and Local Bus Integration Improvements.

The pedestrian improvements are:

- Repair downtown sidewalks and ADA ramps.
- Improve signal timing to walk across Grand Avenue downtown.
- Improve shelters and signage at major transit stops.
- Year-round maintenance of sidewalk, trail, and bicycle networks.

The bicycle improvements are:

- Bike Share Program.
- Connected, dedicated bike networks.
- Bicycle intersections improvements (striping, signalization, geometrics, etc.).

- Maintain bicycle networks year-round.

Downtown parking improvements:

- Parking enforcement technology – hand held license plate recognition (LPR) devices paired with automated ticket printing.
- Increase fines (and/or introduce tiered system) for parking violations.
- Implement paid parking.
- Evaluate increasing parking capacity.

Traffic operations and safety improvements:

- Improve traffic signal coordination/progression.
- Transit Signal Priority (TSP).
- Safety Improvements.

Regional and local bus service improvements:

- Improve local transit service to optimize ridership.
- Improve local/regional transit service connections.
- Reduce local/regional transit service redundancies.

Rio Grande Corridor – Minimal Construction Option:

- Minimizes the width of disturbance and places the trail and transit alignment next to each other with a barrier separation.
- Capital cost is roughly \$15 - \$20 million.
- Can accommodate widening the width of the existing trail from 10' to 12'.

Rio Grande Corridor – Vertical Separation Option:

- 70% of trail will move to at least 8' away from the busway.
- 30% of trail will be next to busway but vertically separated.
- Capital cost is roughly \$20 to \$25 million.
- Includes landscaping between trail, busway, and properties and parallel gravel running path where space allows.
- Maximizes visual separation between bus lane and trail user.

Next steps in the MOVE project are:

- Select preferred BRT extension alternative;
- Evaluate complementary multimodal transportation improvements;
- Prepare conceptual designs and cost estimates;
- Prepare implementation plan; and
- Review with the community.

D. RFTA Service Planning Issues Related to the Outbreak of Coronavirus (COVID-19) – Dan Blankenship, CEO and Kurt Ravenschlag, COO

As of Friday, October 2, 2020, RFTA's Attendance Record reflected three (3) COVID-19 related absences.

Public transit will play a major role in terms of transporting commuters and tourists during the Winter season, and passenger capacity due to social distancing is a significant constraint, RFTA has developed and is vetting with public health officials a policy that it believes will allow for greater seating capacity on RFTA buses. Pitkin County and other resort area officials are participating on a Resort Area work group, which includes officials from Colorado Department of Public Health and the Environment (CDPHE), to discuss a range of topics affecting various capacity levels, among which is public transportation capacities. Feedback from local Public Health Officials on RFTA's Updated COVID-19 Bus Capacity Policy appears to be supportive. RFTA must wait until the conclusion of the Resort Area working group discussions to determine what the CDPHE's position on this issue will be. RFTA believes bus capacity decisions should be delegated to local transit agencies in consultation with local Public Health Officials.

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

RFTA's Fall service plan represents approximately a 13% increase in the number of daily bus trips compared to Phase 5. The difference in service levels is that 62 Carbondale Circulator trips were added daily.

From Monday, September 7 through Wednesday, September 30, Fall average daily Hwy 82/TOSV/BRT & Local Service ridership decreased by approximately 13%. Fall season Hogback commuter bus service increased by 6%, City of Aspen ridership increased by 12%, and the Ride Glenwood service increased by 2% during this period.

Average daily Roaring Fork Valley ridership decreased by 13%. The average number of bus trips that must be backed up to keep passenger loads from exceeding 15, is now slightly higher. Fewer passengers are being left at bus stops (approximately 67% less frequently).

For the Fall service plan, RFTA is approximately 15 Bus Operators short of the ideal number of 169, providing a 125% readiness ratio. RFTA has approximately 154 Bus Operators available, sufficient for a 114% readiness ratio.

The winter season service plan is still being refined. RFTA will need 238 bus operators to have a 125% readiness ratio, and 217 Bus Operators to have a 114% readiness ratio. RFTA must recruit and train approximately 53 additional Bus Operators for the winter season. RFTA did not receive any proposals from 3rd-party contractors to supply Bus Operators, RFTA must now recruit and train the Bus Operators. RFTA is evaluating a proposal received from a 3rd party contractor to supply skilled mechanics.

RFTA is installing manufactured Plexiglas barriers for driver compartments of all of its buses. Installation of barriers is complete in all RFTA vans. The estimated cost for this equipment is approximately \$320,000. RFTA should have an adequate number of buses available for the winter season to provide service.

Currently the seasonal zone pass program for the coming winter season is being developed. Zone passes, which typically cover the period from December 1, through May 31, go on sale in November.

E. Maroon Bells' Shuttle Service Update – Dan Blankenship, CEO

Based on updated data, the latest cost estimate indicates that the cost of the service may increase to \$865,225, approximately \$22,000 over the September 10 estimate of \$842,963. Due to higher than forecasted actual ticket sales through September 30, the estimated subsidy compared to the September 10 estimate has decreased from \$177,174 to \$174,615, or by \$2,559.

Many variables between now and October 18, when the shuttle service ends, could affect the final cost of the service; including post audit adjustments that could raise or lower the cost factors used to estimate the final fully allocated cost of the service.

In 2020, the Maroon Bells' bus service had an original budget of \$796,000, \$697,000 of budgeted fare revenue (net of the Forest Service fee) and an estimated subsidy of \$99,000. The budget did not include the cost of the reservation system, which was planned to be implemented in September 2020.

The current estimated cost of the Maroon Bells Shuttle for the 113-day season is \$865,225. If ticket sales continue the current trend, net ticket revenue to RFTA would be approximately \$690,610, and the subsidy would be approximately \$174,615 or 20%.

The currently forecasted subsidy for the service is greater than originally budgeted, and not operating the Maroon Bells' shuttle service this year would have resulted in reduced marginal costs for RFTA. However, fixed costs would have been reallocated to other RFTA services and service contracting partners, raising costs for other services.

In addition to experience gained by operating with a reservation system this year, under COVID-19 conditions, RFTA estimates that fares from the shuttle will cover all of the marginal costs of the service and a significant portion of the fixed and allocated training costs.

6. Consent Agenda:

A. Resolution 2020-21: Authorization to Submit Application or the Consolidated Capital Call for Capital for Projects (CCCP) Transportation Discretionary Grants, Administered by Colorado Department of Transportation (CDOT) – David Johnson, Director of Planning and Jason White, Assistant Planner

Each year, the Colorado Department of Transportation (CDOT) invites transit agencies to submit grant requests for nearly all grant programs that CDOT administers. Federal Transit Administrations (FTA) and CDOT have 70% less grant funding available this year than last year.

CDOT conducted a survey of transit agencies in July 2020 to gauge financial impacts of COVID for years 2020 and 2021. While transit agencies commented that the severity and duration of COVID-19 impacts on transit service are difficult to predict, 85% of agencies expected 2021 to be the same or worse than 2020. In 2020, \$30 million of CARES Act funds were passed through to Rural Colorado agencies, and RFTA received \$8.5 million. If 2021 is similar, rural transit agencies will need another \$30 million to maintain service at or near pre-COVID-19 levels.

RFTA Staff is preparing a Consolidated Capital Call for Capital for Projects (CCCP) application to replace 10 aging diesel buses and one Traveler vehicle. If RFTA receives funding from this grant

program according to the scopes and matching ratios, RFTA will need to provide up to \$2.3 million in local matching funds.

Markey Butler moved to approve Resolution 2020-21: Authorization to Submit Application or the Consolidated Capital Call for Capital for Projects (CCCP) Transportation Discretionary Grants, Administered by Colorado Department of Transportation (CDOT), and Riddile seconded the motion.

7. Public Hearing:

A. Resolution 2020-22: 2020 Supplemental Budget Appropriation – Michael Yang, CFAO

Since mid-March, the impacts of the COVID-19 pandemic upon the economy has caused sales and use tax collections to vary among each of RFTA's member jurisdictions. Year-to-date collections are down approximately 6% from prior year actuals. Based on current conservative projections, RFTA anticipates to end the year down approximately 10% from prior year actuals and down 5% compared to budget.

Year-to-date August collections are down approximately 59% from the prior year and down 60% compared to budget. Current projections based on existing bus capacity constraints reflect a 59% decrease in regional fare collections compared to the prior year actuals and 61% decrease compared to budget.

- \$2,915,000 decrease in Fare Revenue

In 2020, RFTA received \$5.2 million in the first apportionment of the Coronavirus Aid, Relief, and Economic Security (CARES) Act funds and will receive an additional \$3.3 million in the second apportionment. RFTA anticipates to submit for full reimbursement on allowable costs through June expenditures.

- \$8,584,902 increase in Grant Revenue

The economic fallout due to the COVID-19 pandemic has led to lower interest reducing projected interest income in the current year.

- \$185,000 decrease in Other Income

This appropriation was needed to secure an additional 15 units at the Marolt Ranch Seasonal Housing and the lease covered a 6-month period starting on November 1, 2020 through the end of April 2021. The appropriation should have only included the portion of estimated revenues and expenditures related to the 2020 budget year, but inadvertently included the revenues and expenditures for the portion related to the 2021 budget year. A correction is needed to remove the revenue and expenditures related to the 2021 budget year and add \$2,250 for parking at the Marolt Ranch Seasonal Housing for November and December 2020.

- \$49,400 decrease in Other Income
- \$72,750 decrease in Transit

The 27th Street BRT Park and Ride (PnR) Expansion Project in Glenwood Springs, included in the Destination 2040 Plan. The success of the RFTA BRT system has overwhelmed the parking capacity at the existing PnR. The existing 54-car parking facility is commonly filled to capacity each morning by 7:00 a.m., forcing transit users to begin parking on the side streets. Increasing the parking at this station will require the acquisition of a nearby parcel.

- \$50,000 increase in Capital Outlay

The initial cost estimate for the Glenwood Maintenance Facility (GMF) project was budgeted at \$4.26 million. The estimate excluded the foundational work, which increased the estimate significantly. Construction bids were recently received and additional funding needed for this project is \$4,999,161. RFTA has identified \$464,500 of budget savings from two other projects to repurpose for the GMF Phase 2 project and help reduce the amount of additional funding needed: 1) \$364,500 of savings from the Glenwood Springs MOC demolition; and 2) \$100,000 of savings from the Blake Street Improvement Project.

- \$4,534,661 increase in Capital Outlay

As part of the GMF expansion project, professional services are needed for the procurement of the Design-Build team for the RFTA Regional Transit Center Phases 3, 4, 5, & 7 - Bus Storage, Operations Center, and Fuel Lane project.

- \$344,008 increase in Capital Outlay

The Vehicle Maintenance Department has additional staffing needs to maintain the higher number of daily buses and disinfecting of buses. Additional staff needed: two (2) Full-Time Transit Service Technicians, four (4) Seasonal Non-CDL Bus Cleaners, and two (2) Seasonal Transit Service Technicians.

- \$101,100 increase in Transit

Riddile asked if any member of the public would like to address the Board or make a comment regarding Resolution 2020-22: RFTA 2020 Supplemental Budget Appropriation.

No members of the public had any comments.

Riddile closed Public Comments at 11:29 a.m.

Butler moved to approve Resolution 2020-22: 2020 Supplemental Budget Appropriation, and Jonathan Godes seconded the motion.

A Roll Call Vote Was Taken:

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

The motion was unanimously approved.

8. Information/Updates:

A. CEO Report – Dan Blankenship, CEO

Winter service planning is underway to prepare for RFTA's peak season, under constrained pandemic conditions. RFTA is identifying additional seasonal bus operators and mechanics that will be needed to deliver 2020/2021 winter services.

The RFTA Capital Projects team has continued to review all 2020 capital projects that are in various stages of development to determine if there are any impacts due to COVID-19. One of the three projects that have been on hold since the start of the pandemic, The Regional Bike Share/First and

Last Mile Planning effort has been reinitiated and the scope of work is being finalized. RFTA should be able to solicit for contracted services to assist with this effort and initiate the planning before years end.

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

- RFTA Employee Housing Design – This project is funded by RFTA destination 2040 without grants or funding partners at this time.
- LoVA Trail Grant Contribution - Tentatively placed on hold pending decisions by partners

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

Riddile thanked RFTA staff for once again doing a great job updating the Board on the happenings within RFTA.

9. Issues to be Considered at Next Meeting:

10. Next Meeting: 8:30 a.m. – 11:30 a.m., November 12, 2020, via WebEx.

11. Adjournment:

Riddile moved to adjourn from the October 8, 2020 RFTA Board meeting, and Mullins seconded the motion. The motion was unanimously approved.

The October 8, 2020 RFTA Board Meeting adjourned at 11:35 a.m.

Respectfully Submitted:

Nicole R. Schoon

Secretary to the RFTA Board of Directors

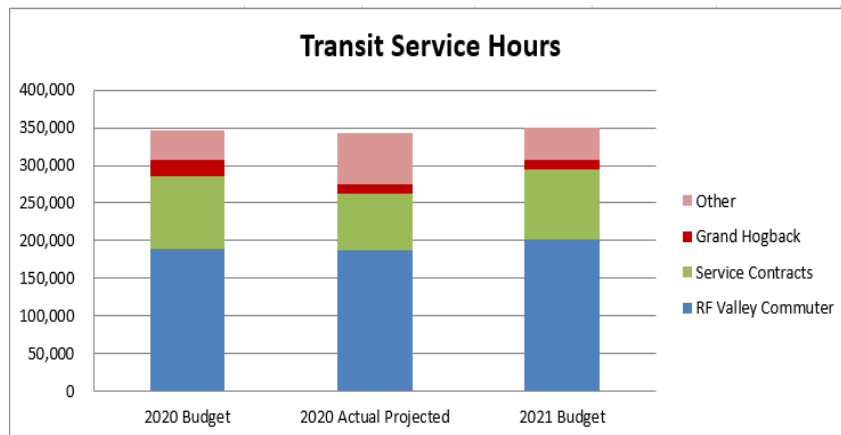
RFTA BOARD OF DIRECTORS MEETING
“PRESENTATIONS” AGENDA SUMMARY ITEM # 5. A.

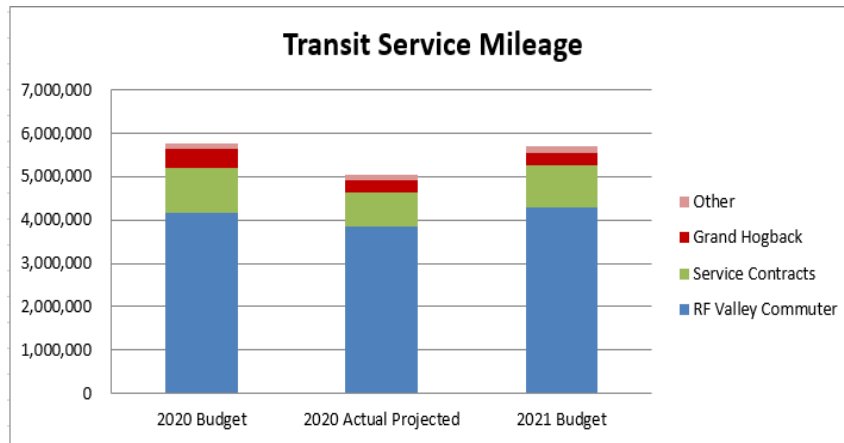
Meeting Date:	November 12, 2020
Agenda Item:	Presentation of 3rd Draft of RFTA 2021 Budget
Strategic Outcome:	Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
Recommendation:	Approve prioritization and assumptions of the 2021 Budget with revisions as the Board feels necessary
Executive Summary:	<p>The 3rd draft of the 2021 budget has been prepared based on the approved budget initiatives and assumptions. The budget is a work-in-progress and will be refined in November as more actual expenditure and revenue data become available, which can affect the General Fund’s current forecast for 2020. The Final Budget will be presented to the Board for adoption at the December Board meeting.</p> <p>The 3rd draft of the budget will be presented in the following order (with updates highlighted in yellow):</p> <ol style="list-style-type: none"> 1. Services 2. Challenges, Issues, and Opportunities 3. Consolidated Financial Overview 4. Estimated Revenue Composition and Assumptions 5. Budgeted Expenditures by Program/Department and Assumptions 6. Budgeted Other Financing Sources/Uses 7. Staffing 8. Major Goals 9. Fund Balance 10. Background information
Policy Implications:	Board Job Products Policy 2.4.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	Limited resources will require prioritization of Authority projects; revenue and expenditures assumptions could affect Fund balance.
Attachments:	Yes, please see 2021 3 rd Draft Budget presentation on the following pages.

2021 RFTA BUDGET – 3rd DRAFT PRESENTATION

1. Services

- The 3rd draft of the 2021 budget generally assumes status quo service levels (similar to the original service plan budgeted for in 2020) with updates for seasonal changes. The following are changes to the service assumptions:
 - With the implementation of a reservation system for the Maroon Bells Bus Tour services in June 2020 that was not contemplated in the original service plan for 2020, the 2021 plan assumes the reservation system will continue next summer and fall.
 - For the upcoming 2020/2021 winter season, staff developed a modified schedule for the upcoming winter season, which includes increased circulator services between Brush Creek Park and Ride and Rubey Park Transit Center and between Brush Creek Park and Ride and Snowmass Mall to accommodate demand considering anticipated bus capacity constraints.
 - The current Grand Hogback regional service along the I-70 Corridor has been reduced by eliminating one trip from its original service plan starting in the 2020/2021 winter season for the full year. The service reduction was made in response Garfield County's Budget Team's recommendation to reduce its contribution to support the Hogback service. Depending on the contribution amount, RFTA may consider making further service reductions after the 2020/2021 winter season, specifically between New Castle and Rifle.
- The estimated transit service hours and miles are relatively flat from the originally budgeted 2020 service plan, but higher than the projected 2020 service hours and miles, which reflects service modifications in response to the COVID-19 pandemic. Estimated service hours and miles reflect a 2% and 13% increase from the 2020 projections, respectively.





2. Challenges, Issues and Opportunities

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



However, while the Authority’s transit services has been and will continue to be an essential service, it is also a critical element of the region’s economic recovery. Without additional federal funds, the Authority is faced with choices that run counter to the economic recovery and constrains funds available for capital projects. In order to support the operating plan, approximately \$5.08 million of property tax revenues are being used to fill the estimated revenue gaps, \$1.2 million of property tax revenues are being used to fund high-priority strategic initiatives, leaving approximately \$1.65 million available for future debt service on the potential 2021 bond issuance and \$315,000 available for other initiatives before any recommended use of fund balance. Although the 2018 Ballot Measure 7A, Property Tax Mill Levy Increase, references specific uses of associated property taxes, the property tax revenues are not considered legally restricted. Staff will continue to refine the revenue assumptions as more information becomes available and review the operating budget to identify areas for potential cost reductions as needed.

Destination 2040 Funding and Uses included in General Fund:	
Description (1,000's)	2021 Draft Budget
Net Property Tax Revenues	\$ 10,449
Less: Estimated Costs for Service Enhancements	\$ (2,064)
Less: Estimated Debt Service for Capital Lease (bus)	\$ (133)
Less: Amount used to offset estimated revenue shortfalls	\$ (5,085)
Less: Estimated Costs for Strategic Initiatives	\$ (1,203)
Remaining Available Funds	\$ 3,168
Less: Placeholder for Estimated Annual DS for 2021 Bond Issuance	\$ (1,650)
Remaining Available Funds	\$ 315

- As the Authority's primary funding mechanism, **Sales and Use tax** revenues can be volatile and growth can vary among our eight member jurisdictions.
 - The Authority relies on each member jurisdiction's Finance Department's assumptions and trend analysis for estimate preparation. Staff corresponded with each Finance Department to obtain their sales tax estimate for 2021. The impacts of the COVID-19 pandemic upon the economy and uncertainty on the duration of its impacts are evidenced by the information received. As a result, the 2021 preliminary sales tax forecast is 1.1% less than the updated 2020 forecast.
 - Use tax reflects a decrease of approximately 9.4% compared to the 2020 forecast. 2020 is the first full year of the impacts from HB19-1240 on use tax and staff will maintain a conservative approach in our use tax estimates until more data becomes available.
- With respect to **Property tax** revenues, the 2020 tax year (collected in 2021) reflects the full 2.65 mill levy and a 7.15% residential assessment rate in the 2021 budget. The next reassessment year is for the 2021 tax year, with collections in 2022. Staff corresponded with the Assessors in Pitkin, Eagle, and Garfield Counties to obtain preliminary assessed valuations. As a result, the preliminary estimate for property tax revenues is flat compared to the 2020 forecast. Staff will continue to work with the Assessors to obtain final assessed valuations within RFTA's district.
- **Transit fuel** prices are known to be volatile. For 2020, management obtained fixed price transit diesel fuel contracts to manage the volatility normally associated with fuel prices. In October 2019, fixed price transit diesel contracts were entered into for a portion of our 2020 needs. The estimated fuel price reflects a 5% increase in the weighted average price per gallon, which assumes estimated damages from 2020 that are spread over the 2021 fuel needs. Staff will continue to analyze the option to pay any damages in 2020 instead of spreading it into 2021. The Taxpayer Certainty and Disaster Tax Relief Act of 2019 (Act), enacted as part of the Further Consolidated Appropriations Act, 2020, retroactively extended certain tax benefits for 2018 and 2019 through at least the end of 2020. This Act extended the alternative fuels credit through December 31, 2020 and the credit is calculated at \$0.50 per gas gallon equivalent of compressed natural gas (CNG). At this time, there is no indication of legislation extending this tax benefit to 2021. Our current CNG pricing, without any alternative fuels credit, is assumed in our budget preparations.
- **Health care** costs continue to rise and the 2021 increase has been confirmed to be approximately 4% for medical premiums, with no change to dental and vision premiums. During 2020, as part of RFTA's

COVID-19 emergency response plan, RFTA started offering its seasonal workforce high-deductible health insurance, employee-only coverage. RFTA will continue this benefit in 2021. After further review and analysis, RFTA will not make any changes to the employee contributions amounts to the various types of coverages of the plans offered.

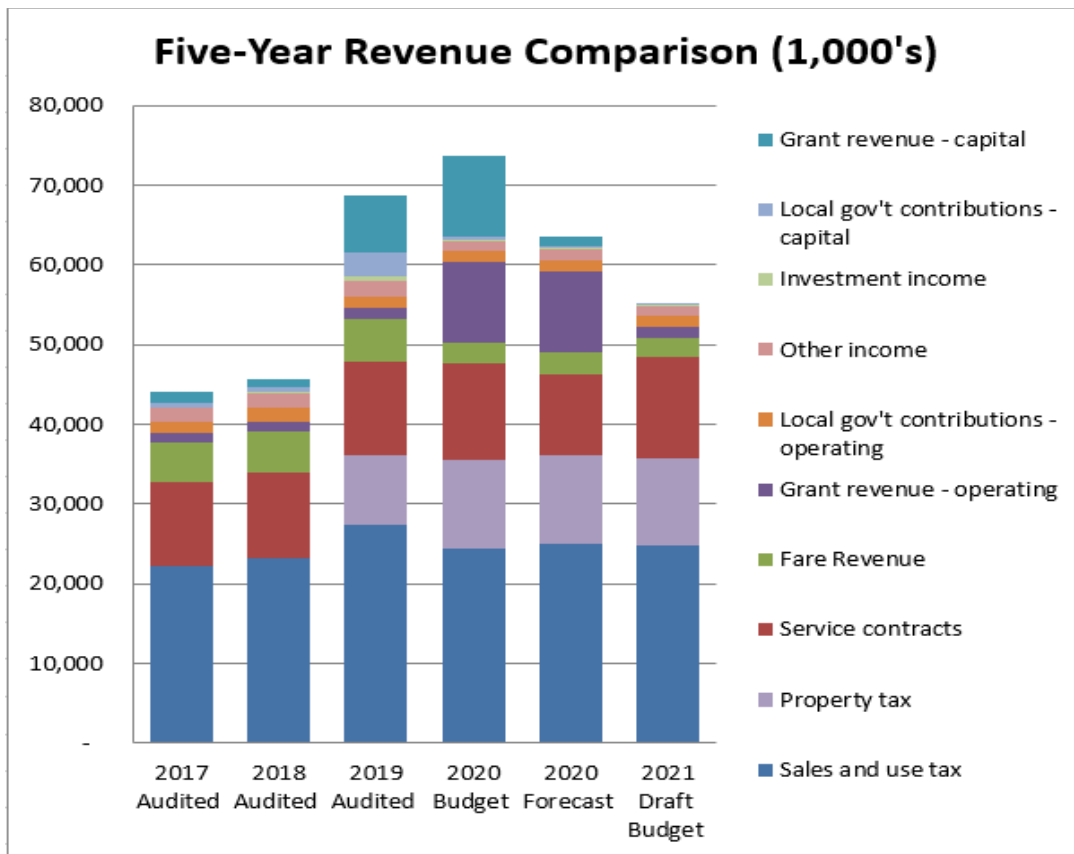
- Historically, the high cost of living in the Roaring Fork Valley has negatively affected the Authority's ability to hire and retain qualified personnel. Management continues to review and refine the Authority's **compensation** package with respect to wages, incentive programs and benefit enhancements, including employee housing, in order to remain competitive in the local job market. A full market survey is not planned for this year as the last one was conducted in 2019 and adjustments were made in 2020. Any potential adjustments will be identified and considered as needed. The Collective Bargaining Unit comprised of full-time bus operators are subject to scheduled pay increases in accordance with their contract.
- With the capital intensive nature of the transit industry, management continues to develop funding strategies for short and long term **capital needs**. The funding strategy includes a combination of financing options, seeking out grant opportunities, pay-go using fund balance, seeking additional revenue, and reducing operating costs. The **Destination 2040** Plan has secured additional funding through property tax revenues and increased bonding authority. Management has implemented service enhancements and design/planning efforts and construction for multiple capital projects are underway. The timing of capital projects will determine the next bond issuance, which is anticipated to be in 2021.

3. 2021 Consolidated Financial Overview

(1,000's)	General Fund	Service Contracts	Bus Stops/ PNR SRF	Mid Valley Trails SRF	Debt Service Fund	2021 Draft Budget	%
Beginning fund balance (Budget)	\$ 33,289	\$ -	\$ 97	\$ 169	\$ 920	\$ 34,475	
Revenues:							
Sales and use tax	\$ 24,654	\$ -	\$ -	\$ 56	\$ -	\$ 24,710	45%
Property tax	\$ 10,946	\$ -	\$ -	\$ -	\$ -	\$ 10,946	20%
Service contracts	\$ -	\$ 12,747	\$ -	\$ -	\$ -	\$ 12,747	23%
Operating revenue	\$ 2,343	\$ -	\$ -	\$ -	\$ -	\$ 2,343	4%
Grant revenue - operating	\$ 1,402	\$ 30	\$ -	\$ -	\$ -	\$ 1,432	3%
Local gov't contributions - operating	\$ 1,374	\$ -	\$ -	\$ -	\$ -	\$ 1,374	2%
Local gov't contributions - capital	\$ 252	\$ -	\$ -	\$ -	\$ -	\$ 252	0%
Other income	\$ 609	\$ -	\$ 485	\$ -	\$ 156	\$ 1,250	2%
Investment income	\$ 199	\$ -	\$ 1	\$ 1	\$ -	\$ 201	0%
Total revenues	\$ 41,778	\$ 12,777	\$ 486	\$ 57	\$ 156	\$ 55,254	100%
Program expenditures:							
Fuel	\$ 1,875	\$ 738	\$ -	\$ -	\$ -	\$ 2,613	4%
Transit	\$ 30,055	\$ 12,208	\$ 1,024	\$ -	\$ -	\$ 43,287	74%
Trails & Corridor Mgmt	\$ 619	\$ -	\$ -	\$ 55	\$ -	\$ 674	1%
Subtotal operating exp.	\$ 32,549	\$ 12,945	\$ 1,024	\$ 55	\$ -	\$ 46,574	79%
Capital	\$ 7,927	\$ -	\$ -	\$ -	\$ -	\$ 7,927	13%
Debt Service	\$ 1,638	\$ -	\$ -	\$ -	\$ 2,729	\$ 4,367	7%
Total expenditures	\$ 42,114	\$ 12,945	\$ 1,024	\$ 55	\$ 2,729	\$ 58,867	100%
Other financing sources	\$ 5,580	\$ 168	\$ 538	\$ -	\$ 2,573	\$ 8,860	
Other financing (uses)	\$ (3,280)	\$ -	\$ -	\$ -	\$ -	\$ (3,280)	
Change in Fund Balance	\$ 1,965	\$ 0	\$ (0)	\$ 2	\$ -	\$ 1,967	
Ending fund balance	\$ 35,254	\$ 0	\$ 97	\$ 171	\$ 920	\$ 36,442	

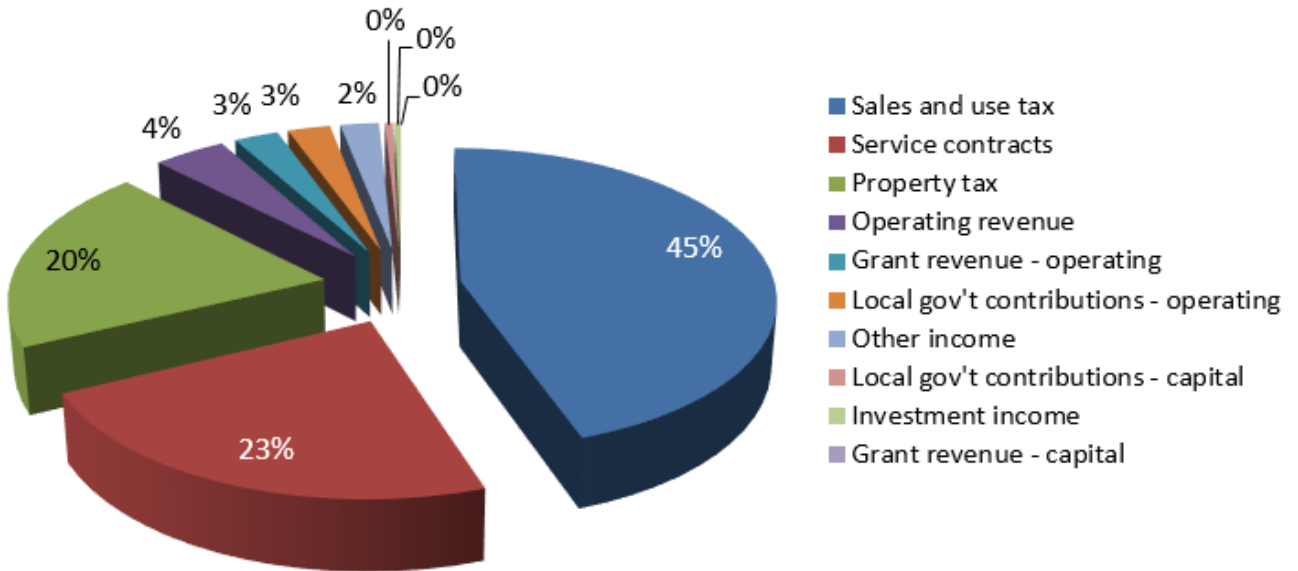
For an explanation of each fund, please refer to the Background section at the end of this report.

4. Estimated Revenue Composition & Assumptions



Revenues (in thousands)	2017	2018	2019	2020	2020	2021 Draft	21/20 Budget	
	Audited	Audited	Audited	Budget	Forecast	Budget	\$ Dif	% Dif
Sales and use tax	\$ 22,153	\$ 23,124	\$ 27,366	\$ 24,413	\$ 25,009	\$ 24,710	\$ 297	1%
Property tax	-	-	8,794	10,996	10,996	10,946	(50)	0%
Service contracts	10,616	10,808	11,663	12,277	10,310	12,747	470	4%
Fare Revenue	4,853	5,156	5,390	2,555	2,624	2,343	(212)	-8%
Grant revenue - operating	1,245	1,244	1,346	10,017	10,117	1,432	(8,585)	-86%
Local gov't contributions - operating	1,379	1,736	1,488	1,510	1,523	1,374	(137)	-9%
Other income	1,731	1,682	1,920	1,201	1,262	1,250	49	4%
Investment income	167	332	518	232	210	201	(31)	-14%
Subtotal Revenues - Operating	42,143	44,084	58,485	63,201	62,050	55,002	(8,198)	-13%
Local gov't contributions - capital	472	535	3,012	341	301	252	(89)	-26%
Grant revenue - capital	1,433	981	7,145	10,042	1,148	-	(10,042)	-100%
Subtotal Revenues - Capital	1,905	1,515	10,157	10,383	1,449	252	(10,132)	-98%
Total	\$ 44,048	\$ 45,599	\$ 68,642	\$ 73,584	\$ 63,499	\$ 55,254	\$ (18,330)	-25%

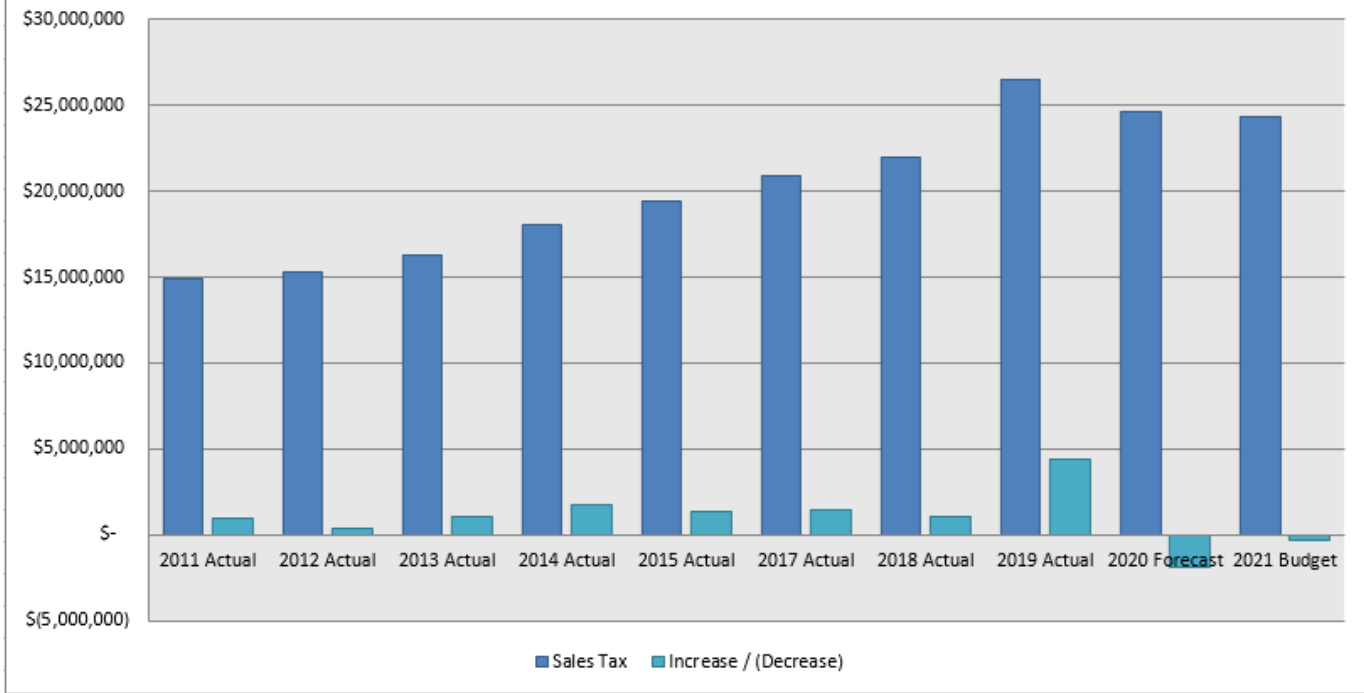
2021 Estimated Revenue Composition



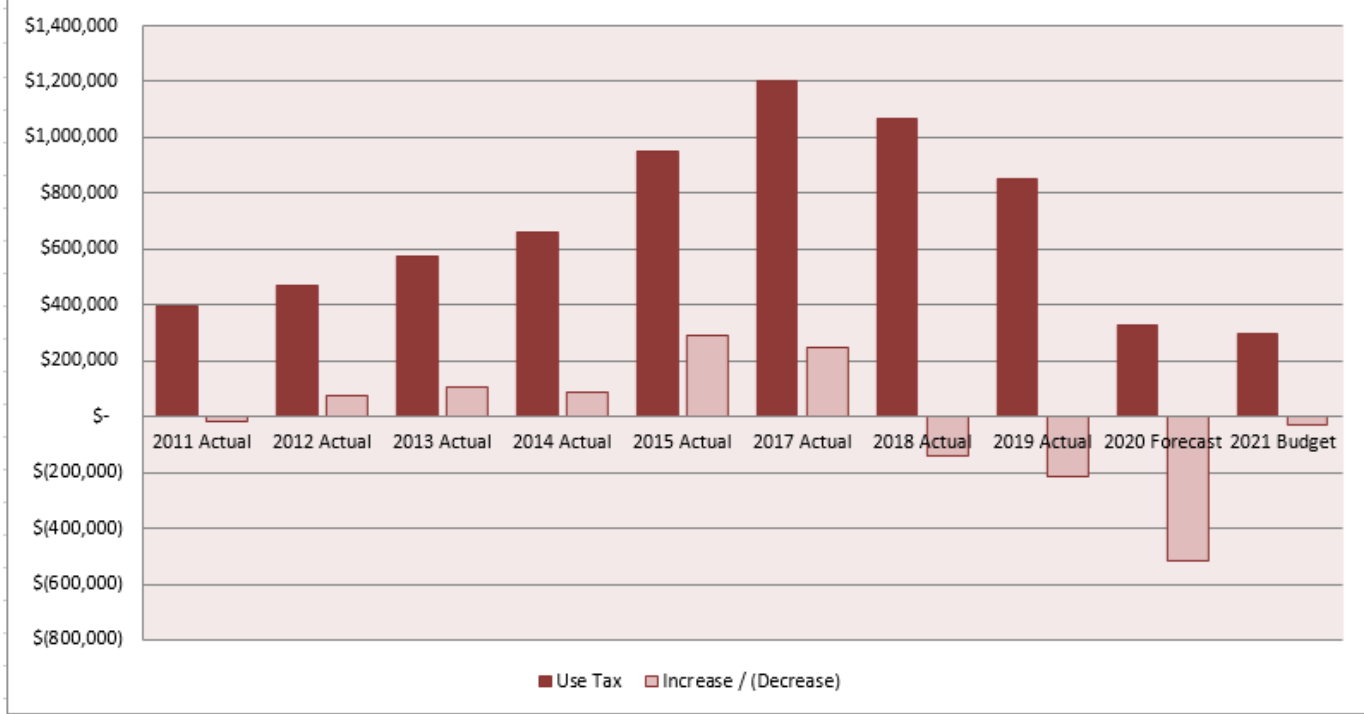
- Sales Tax** revenues are dedicated taxes collected from member jurisdictions based on intergovernmental agreements. The chart below shows preliminary estimates by jurisdiction as of **October 2020**:

Member Jurisdictions	2021 % Increase / <Decrease>
Aspen	5.0%
Basalt	<6.0%>
Carbondale	5.0%
Glenwood Springs	<10.0%>
Eagle County	0.0%
New Castle	3.5%
Pitkin County	0.0%
Snowmass Village	0.0%

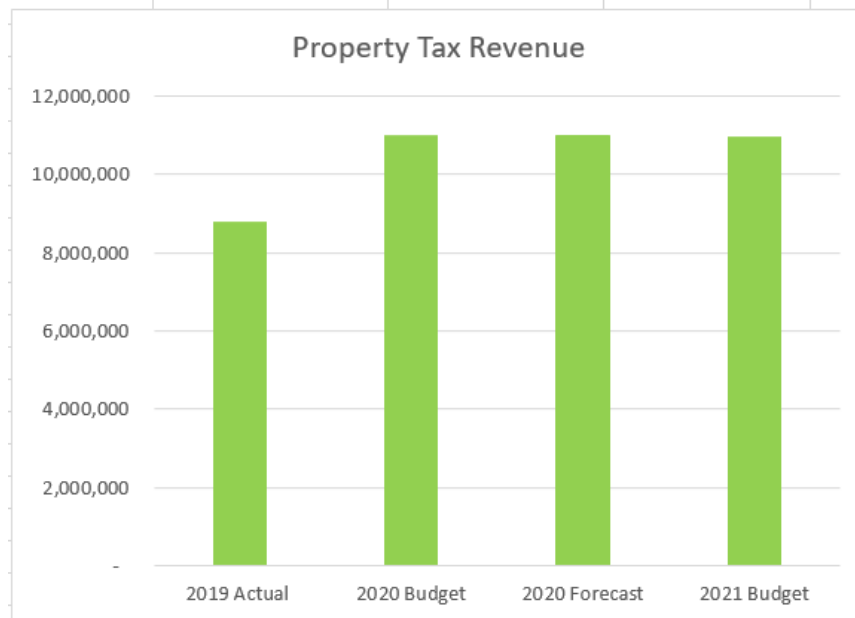
Sales Tax (2011-2021)



Use Tax (2011-2021)



- **Property tax revenues** are collected by the County Treasurer in Pitkin, Eagle and Garfield Counties within RFTA's member jurisdictions. Based on the preliminary data received from Pitkin, Eagle and Garfield Counties, the changes in preliminary assessed property values are <0.6%>, 0.4% and 0.5%, respectively, within RFTA's district. Final certifications of assessed valuations will occur in December.

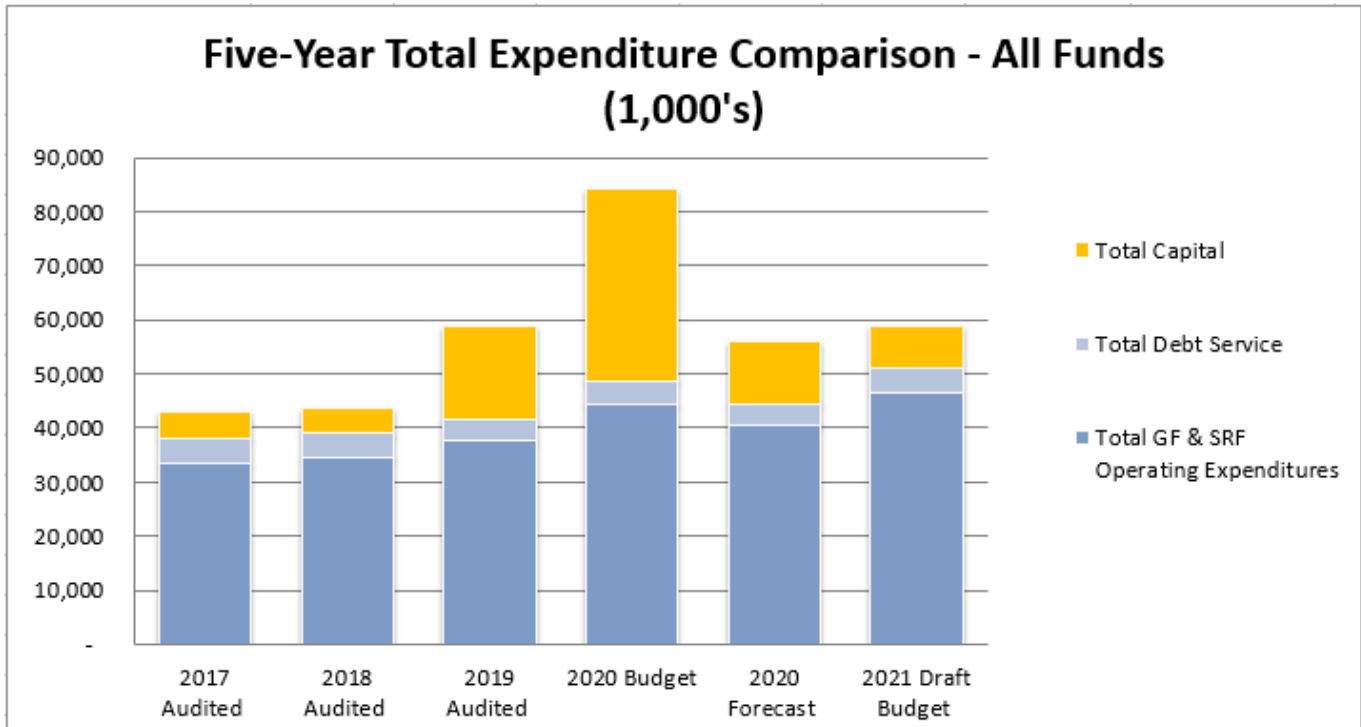


- **Service contract revenues** are for contracted transit services which are billed monthly based on miles and hours by route. The Authority has service contract agreements with the Aspen Skiing Company, the City of Aspen, the City of Glenwood Springs and Garfield County (Travelers Program);
 - The Authority estimated hours and miles by route for each service contract agreement and calculated costs in accordance with each service contract agreement. Staff continues to work closely with its partners to make any modifications to the service levels as they become known.
- **Operating revenues** reflect transit fares collected primarily on regional routes traveling on Highway 82 and the I-70 Corridor as well as fares related to the Maroon Bells service;
 - At this time, staff projects a 58% decline in regional fare collections in 2020 compared to 2019 actuals. Contributing factors to this decline include the immediate impacts to the economy and ridership demand experienced that started in mid-March 2020, the temporary suspension of fare enforcement from mid-March through the end of July, and the reduced maximum capacity on buses as a safety measure in response to the ongoing threat of COVID-19. For 2021, fare revenues reflect a 14% decrease, which assumes the continued impacts from the reduced maximum capacity on buses over the course of the year. Changes to the maximum capacity on buses will impact the fare revenue projections.
 - At this time, there is no fare adjustment assumed. Any fare changes directed by the Board will be considered and implemented following a 30-day public comment period and a Public Hearing.
- The Authority receives **operating and capital grant revenues** from the Federal Transit Administration and the Colorado Department of Transportation;

- In 2020, RFTA received a \$5.2 million in the first apportionment of the **Coronavirus Aid, Relief, and Economic Security (CARES) Act** funds and anticipates to receive \$3.3 million in the second apportionment. CARES Act funds are intended to help fill the revenue shortfalls experienced by RFTA as a result of the COVID-19 pandemic impacts to the region. The CARES Act funds have helped RFTA provide the essential services to support the essential trips and increase in demand during the incremental re-opening of businesses and economy. There are current lobbying efforts for additional funding by the American Transportation Association (ATA), the Community Transportation Association of America (CTAA), the Bus Coalition, and other transit associations. However, at this time, there is no indication of new funding in 2021 to help fill any revenue shortfalls that will continue in 2021.
- \$1,201,678 from the **FTA Section 5311 operating grant** (flat from 2020; **received notice of award**);
- \$200,000 from **CDOT FASTER operating grant** (flat from 2020; **notice of award anticipated in November**);
- Staff will be seeking capital grant funds to help fund various capital needs. Funds will be appropriated after grants have been awarded. Additional grant revenues may be added by the final budget.
- **Local governmental contributions** are received to primarily help fund transit programs;
 - The **Elected Officials Transportation Committee (EOTC)** will continue to provide funding for the no-fare Aspen/Snowmass regional transit service. Using the agreed-upon methodology, the calculated contribution is approximately \$813,678 and is reflected in the budget. **The EOTC approved to continue the no-fare contribution in 2021 at their October 29, 2020 meeting.**
 - Assumes that **Garfield County's** support for the Grand Hogback bus service could **decrease to \$500,000 in 2021 based on the County's Budget Team recommendation at their October 13 Work Session. Prior to the COVID-19 pandemic, the Garfield County approved a \$760,240 contribution to RFTA in 2020 to support the baseline commuter bus service. Due to the pandemic, however, RFTA's planned service levels were reduced several times and increased a number of times. Because of the fluctuation, RFTA staff delayed executing the IGA. Now that service levels had stabilized, RFTA staff updated the cost estimate and Garfield County's share to \$666,921 and will attend the November 9th BOCC meeting to confirm the County's 2020 contribution.**
 - Assumes that the **City of Rifle's** support for the Grand Hogback bus service will remain the same at \$20,000.
- **Other income** primarily consists of employee housing rental revenue in the General Fund, vehicle registration fees in the Bus Stop/Park & Ride Special Revenue Fund, and credits from the Federal Government representing a reimbursement on a portion of the interest paid on the Series 2012A and Series 2013B Qualified Energy Conservation Bonds in the Debt Service Fund.
 - Assumes year-round employee housing rental revenue remain the same.
 - Assumes vehicle registration fees will remain the same.

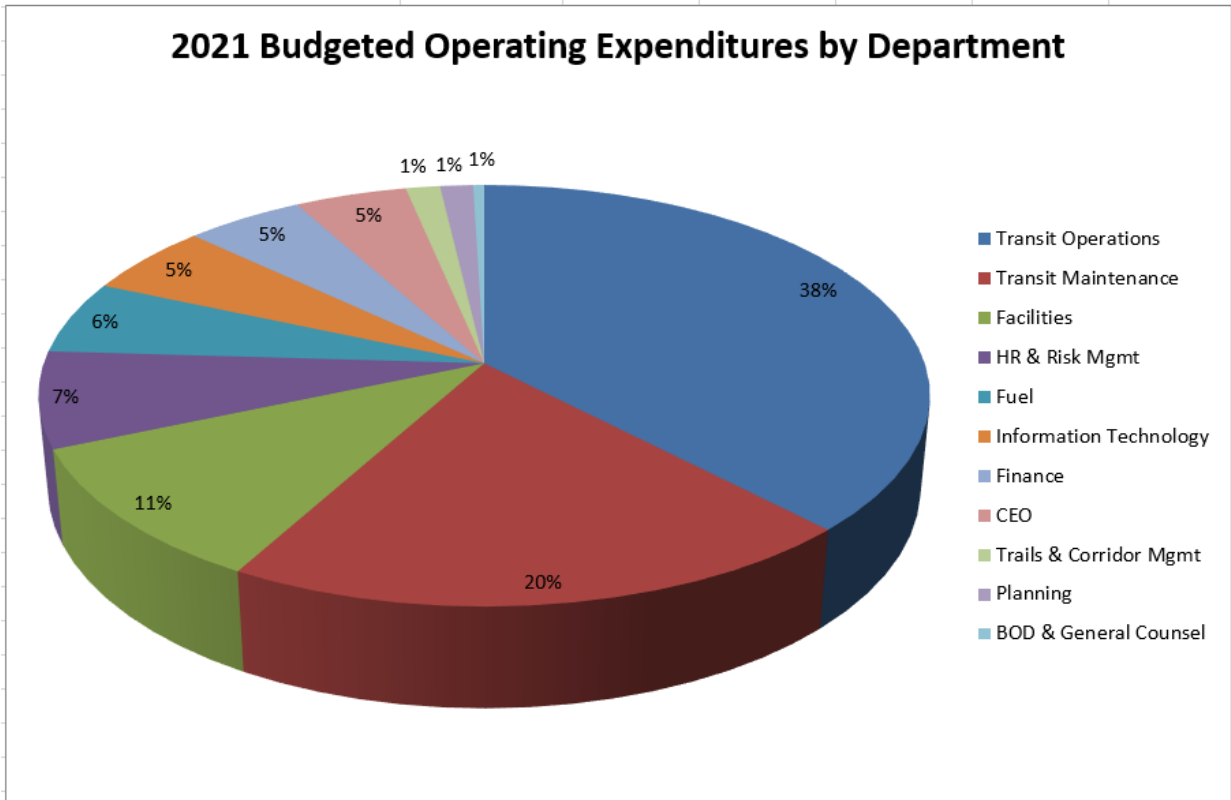
- Assumes a 5.7% sequestration rate on refundable credits applicable to the Authority's Qualified Energy Conservation Bonds. The sequestration rate is subject to change.

5. Expenditure by Program/Department & Assumptions



Expenditures (in thousands)	2017 Audited	2018 Audited	2019 Audited	2020 Budget	2020 Forecast	2021 Draft Budget	21/20 Budget	
							\$ Dif	% Dif
Fuel	1,189	1,095	1,670	1,093	949	1,875	782	72%
Transit Maintenance	4,233	4,745	5,009	6,758	6,356	6,816	59	1%
Transit Operations	8,703	9,065	9,687	11,494	11,148	12,215	721	6%
Administration	4,664	5,096	5,775	7,706	7,196	8,065	359	5%
Facilities	1,961	2,211	2,088	3,013	2,758	2,802	(211)	-7%
Attorney & Board of Directors	117	142	185	150	156	156	7	4%
Trails & Corridor Mgmt	489	469	456	612	572	619	7	1%
Total GF Operating Expenditures	\$ 21,355	\$ 22,824	\$ 24,870	\$ 30,825	\$ 29,136	\$ 32,549	\$ 1,724	6%
SRF - Service Contracts	11,253	10,987	11,944	12,465	10,502	12,945	481	4%
SRF - Bus Shelter / PNR	624	716	814	974	955	1,024	50	5%
SRF - Mid Valley Trails	79	21	71	59	62	55	(4)	-7%
Total GF & SRF Operating Expenditure:	\$ 33,310	\$ 34,547	\$ 37,698	\$ 44,323	\$ 40,655	\$ 46,574	\$ 2,251	5%
GF - Debt Service	1,900	1,493	1,522	1,528	1,101	1,638	110	7%
Debt Service Fund	2,955	2,950	2,400	2,733	2,733	2,729	(4)	0%
Total Debt Service	\$ 4,855	\$ 4,443	\$ 3,922	\$ 4,261	\$ 3,834	\$ 4,367	\$ 106	2%
Total Operating & Debt Service	\$ 38,166	\$ 38,990	\$ 41,620	\$ 48,584	\$ 44,489	\$ 50,940	\$ 2,356	5%
GF - Capital Outlay	4,616	4,563	14,978	29,440	7,824	7,927	(21,513)	-73%
SRF - Bus Shelter / PNR - Capital Outlay	-	16	7	-	-	-	-	0%
Capital Projects Fund	223	-	2,244	6,353	3,674	-	(6,353)	0%
Total Capital	\$ 4,839	\$ 4,578	\$ 17,228	\$ 35,793	\$ 11,498	\$ 7,927	\$ (27,866)	-78%
Total Expenditures - all funds	\$ 43,004	\$ 43,568	\$ 58,848	\$ 84,377	\$ 55,987	\$ 58,867	\$ (25,509)	-30%

2021 Budgeted Operating Expenditures by Department



Department	Fund					2021 Draft Budget	%
	General Fund	Service Contracts	Bus Stops/ PNR SRF	Mid Valley Trails SRF			
Fuel	\$ 1,875	\$ 738	\$ -	\$ -	\$ 2,613	6%	
Transit Maintenance	\$ 6,816	\$ 2,613	\$ -	\$ -	\$ 9,430	20%	
Transit Operations	\$ 12,215	\$ 5,388	\$ -	\$ -	\$ 17,603	38%	
CEO	\$ 1,594	\$ 608	\$ -	\$ -	\$ 2,203	5%	
Finance	\$ 1,678	\$ 640	\$ -	\$ -	\$ 2,318	5%	
Planning	\$ 466	\$ 178	\$ -	\$ -	\$ 644	1%	
HR & Risk Mgmt	\$ 2,488	\$ 949	\$ -	\$ -	\$ 3,437	7%	
Information Technology	\$ 1,839	\$ 702	\$ -	\$ -	\$ 2,541	5%	
Facilities	\$ 2,802	\$ 1,069	\$ 1,024	\$ -	\$ 4,896	11%	
BOD & General Counsel	\$ 156	\$ 60	\$ -	\$ -	\$ 216	0%	
Trails & Corridor Mgmt	\$ 619	\$ -	\$ -	\$ 55	\$ 674	1%	
Total	\$ 32,549	\$ 12,945	\$ 1,024	\$ 55	\$ 46,574	100%	

- **Compensation Adjustments:**

- The Collective Bargaining Unit (CBU) comprised of full-time bus operators are subject to a scheduled pay increase at the first full payroll period of 2021 in accordance with their contract. Assuming 158 full-time bus operators, the average increase is estimated to be approximately 4.2% resulting in an additional cost of approximately \$324,500.
- 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 \$277,000. 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%	\$ 66	\$ 1	\$ 2	\$ 69
	0.27%	0.37%	0.41%	0.28%
2.0%	\$ 132	\$ 3	\$ 3	\$ 139
	0.54%	1.11%	0.62%	0.55%
3.0%	\$ 198	\$ 5	\$ 4	\$ 207
	0.81%	1.85%	0.82%	0.83%
4.0%	\$ 264	\$ 7	\$ 7	\$ 277
	1.09%	2.58%	1.44%	1.11%

- The Authority received four **Request for Funding Applications**, two of which were multi-year funding requests that the RFTA Board had approved during the last budget cycle. The budget currently reflects the following:
 - \$180,000 from **WE-cycle**, a 501(c)(3) non-profit organization serving Aspen and Basalt to support bike sharing operations. Funds will be used to help support WE-cycle’s strategic and operational direction, structure, and planning efforts to benefit existing and future bike share services within the Roaring Fork Valley. These funds will provide WE-cycle with essential stability as it plans for its services year over year by allowing WE-cycle to retain year-round office space and support high-level director level positions to provide for a stable and consistent organizational framework. ***WE-cycle applied for a five-year funding request of \$100,000/year which the Board approved during the last budget cycle. This amount represents year four of the five-year funding request. In addition, WE-cycle is requesting an additional \$80,000 to continue supporting financial and administrative services through a contracted CFO in order to enable its Executive Director to continue working on WE-cycle/RFTA integration and planning efforts to ensure the long-range sustainability of existing and future regional bike share services.***
 - \$30,000 from **Garfield Clean Energy (GCE)** to support three key program areas and projects: (1) Active Energy Management consultation services to RFTA for its facilities, and hosting of RFTA facilities on the Building Energy Navigator website. (2) Programs to promote and increase availability/use of multi-modal transportation, and adoption of electric and CNG vehicles. (3) Organizational administration, outreach, education, website and reporting. ***GCE applied for a three-year funding request of \$30,000/year which the Board approved during the last budget cycle. This amount represents year the first year of the three-year funding request.***
 - \$5,000 from **Lower Valley Trail Association (LoVa)** in order to support the current effort on the 8.5 mile segment of the LoVa South Canyon Trail between West Glenwood Springs and New Castle, and assist with the feasibility of the Coal Ridge Trail connecting New Castle and Silt with Coal Ridge High School.
 - \$4,000 from **Northwest Colorado Council of Governments** to help fund the match for their Section 5310 Mobility Management grant from CDOT.

- Approximately \$7,927,000 of capital outlay has been budgeted:

Capital Expenditure by Project			
Description (1,000's)	General Fund	Grant/Local Assistance	Local Share
Transit			
Bus Replacements*	\$ 5,580		\$ 5,580
Brush Creek P&R Project (EOTC)	\$ 500		\$ 500
Paepcke Transit Hub Project	\$ 50		\$ 50
Facilities Improvements	\$ 291		\$ 291
IT Equipment/software	\$ 442		\$ 442
Bus engine/transmission rebuilds	\$ 150		\$ 150
Bus Upgrades/Driver Seats	\$ 77		\$ 77
On-Board Survey	\$ 15		\$ 15
Subtotal Transit	\$ 7,105	\$ -	\$ 7,105
Trails			
Trail Improvements	\$ 300	\$ -	\$ 300
Wingo Junction Bridge	\$ 503	\$ (252)	\$ 252
Trail Equipment	\$ 19	\$ -	\$ 19
Subtotal Trails	\$ 822	\$ (252)	\$ 571
Total	\$ 7,927	\$ (252)	\$ 7,675

**Assumed order placed in 2021 for delivery in 2022 and financed through a lease/purchase agreement with estimated annual payments of \$558,000 starting in 2022. Staff plans to actively seek grant funding where available.*

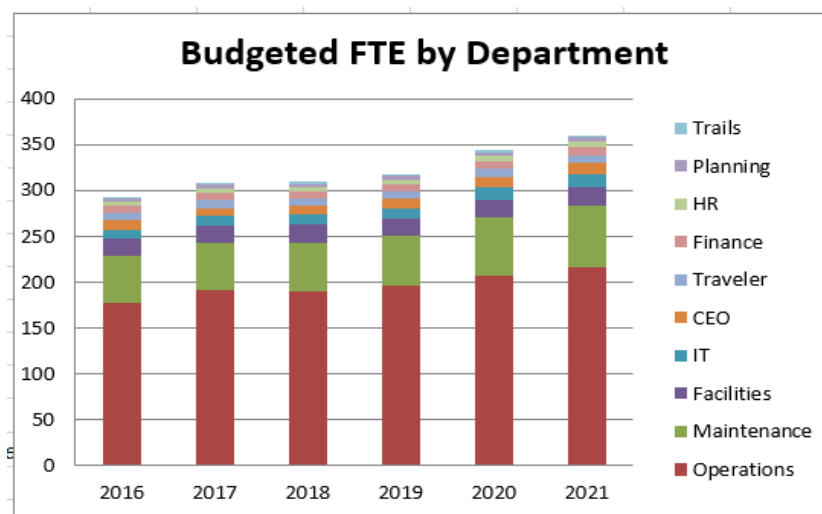
- The project list includes some recurring capital needs, primarily related to bus replacements, engine and transmission rebuilds, various IT software and equipment, on-board survey, and trails equipment and improvements. Also included is a \$500,000 contribution to the EOTC's Brush Creek Park and Ride FLAP Improvement Project, with an estimated cost of over \$6 million, a \$50,000 contribution to the City of Aspen's Paepcke Transit Hub Project, and \$503,242 for the Wingo Junction Bridge Project with Pitkin County contributing 50% of the estimated cost.
 - Staff developed list of initiatives/capital projects and Destination 2040 projects that has been prioritized based on the strategic initiatives identified by the RFTA Board. Management has reviewed the list of strategic initiatives and included in the 2021 budget approximately \$1.2 million for multiple high priority initiatives. The following Destination 2040 projects are not yet reflected in the 2021 draft budget:
 - ~\$25 million of projects included in the Destination 2040 Plan which will likely require to be funded with a new money bond issuance in 2021:
 - GMF Expansion Project – Phases 3, 4, 5, & 7
 - Grade Separated Pedestrian Crossings of Hwy 82 and 27th Street
 - 27th Street BRT Station Parking Expansion – property acquisition
- 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 \$538,500 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 **\$168,000** of current available resources from the General Fund to the Service Contract Special Revenue Fund.
- In accordance with bond resolutions, approximately \$2.57 million of current available resources will be transferred from the General Fund to the **Debt Service** fund which will be used to fund current debt service payments on RFTA's outstanding bonds from 2012, 2013, and 2019.

7. Staffing

- Assumes **359.7** full-time equivalents (FTEs) compared to 343.7 budgeted in 2020.



- 7.9 FTEs of seasonal bus operators added in the Operations Department due to the transition of relief supervisors to full-time supervisors and also to fulfill service plan;
- 5.3 FTEs added in the Vehicle Maintenance Department: 2 Full-Time Transit Service Tech positions and 3.3 FTEs non-CDL Bus Cleaners to support disinfecting and fogging of buses;
- 1.0 FTE added in the CEO Department; assumes change in third party process consultant to full time position;
- 1.0 FTE added in the IT Department to assist with AVL/CAD duties, beginning April 1, 2021;
- 1.0 FTE added in the Finance Department to assist with budget/financial analyst duties, beginning April 1, 2021.

8. Major Goals

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

Initiatives included in the draft budget:

- 9 Diesel Bus Replacements
- Rio Grande Trail Improvements and Wingo Junction Bridge Repairs
- Reorganization of Operations Department
- Additional Transit Service Technicians and Bus Cleaners for winter season
- On-Call Communications Support
- Predictive Safety Fit for Duty Test
- Update GMF CNG Emergency Response Plan
- Update Storm Water Management Plans
- Replace Driver Seats in 2013 Gilligs
- Mobile Workstations for Supervisor Vehicles
- Contract and Performance Management System
- Benefits Administration Software
- New Full Time Administrative Positions: Finance Budget/Financial Analyst, IT AVL/CAD Tech, and convert Contractual Special Projects Manager to Full Time
- On-Board Survey
- On-Board Modem Replacement
- Parker House Improvements
- Trails Equipment

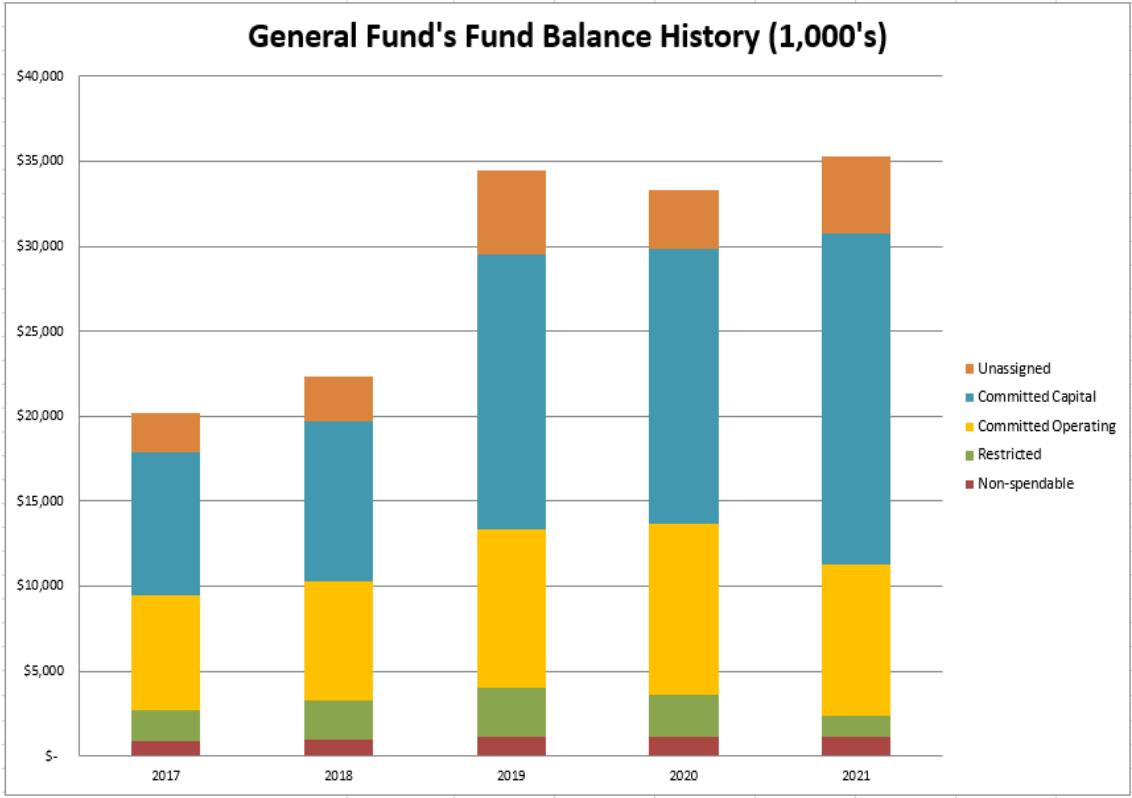
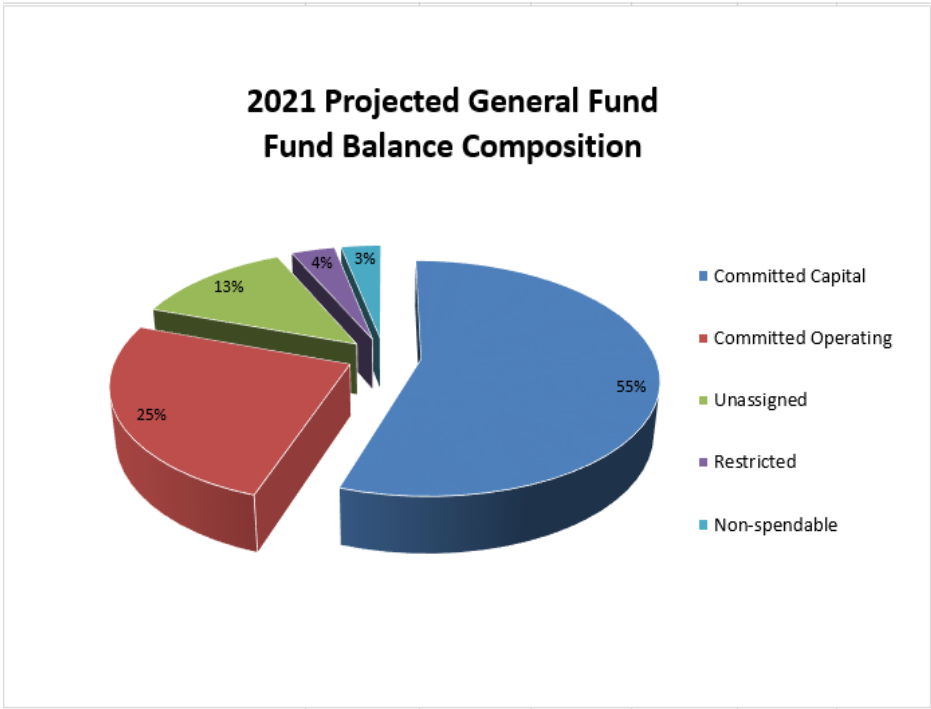
Staff will continue to fine-tune the draft budget and finalize the high-priority strategic initiatives for Board consideration. Notable Destination 2040 Projects not included in the draft budget, but will likely require to be funded with bond proceeds from a future bond issuance in 2021:

- GMF Expansion Project – Phases 3, 4, 5, & 7
- Grade Separated Pedestrian Crossings of Hwy 82 and 27th Street
- 27th Street BRT Station Parking Expansion – property acquisition

9. Fund Balance

	General	Service	Bus	Mid	Debt	
(1,000's)	Fund	Contracts	Stops/ PNR	Valley Trails	Service Fund	Total
Beginning fund balance (budget)	\$ 33,289	\$ -	\$ 97	\$ 169	\$ 920	\$ 34,475
Revenues	\$ 41,778	\$ 12,777	\$ 486	\$ 57	\$ 156	\$ 55,254
Expenditures	\$ (42,114)	\$ (12,945)	\$ (1,024)	\$ (55)	\$ (2,729)	\$ (58,867)
Other financing source/(use)	\$ 2,300	\$ 168	\$ 538	\$ -	\$ 2,573	\$ 5,580
Change in net assets	\$ 1,965	\$ 0	\$ -	\$ 2	\$ -	\$ 1,967
Ending fund balance	\$ 35,254	\$ 0	\$ 97	\$ 171	\$ 920	\$ 36,442
Ending fund balance composition:						
Non-spendable fund balance	\$ 1,141					\$ 1,141
Restricted fund balance	\$ 1,253	\$ 0	\$ 97	\$ 171	\$ 920	\$ 2,441
Committed fund balance:						
Operating reserves	\$ 8,901					\$ 8,901
Facilities capital reserves	\$ 4,178					\$ 4,178
Transit capital reserves	\$ 13,845					\$ 13,845
Trails capital reserves	\$ 1,426					\$ 1,426
Assigned fund balance:						
Destination 2040	\$ -					\$ -
Unassigned fund balance	\$ 4,509					\$ 4,509
Ending fund balance	\$ 35,254	\$ 0	\$ 97	\$ 171	\$ 920	\$ 36,442

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



10. Background information

Fund and fund structure

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

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

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

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

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

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

Debt Service Fund:

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

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

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

The Series 2019 Debt Service Fund reports all principal and interest expenditures for the \$24.545 million bond issuance and interest earned as required by resolution. This is a tax-exempt issuance.

Reserve Fund reports all activity related to the required reserves for the Series 2009, Series 2012, Series 2013 Bonds, and Series 2019 Bonds and interest earned as required by resolution.

**RFTA BOARD OF DIRECTORS MEETING
PRESENTATION/ACTION ITEM AGENDA SUMMARY # 5. B.**

Meeting Date:	November 12, 2020
Agenda Item:	Resolution 2020-23: A Resolution of the Roaring Fork Transportation Authority (In the State of Colorado) Declaring its Official Intent to Reimburse Itself with the Proceeds of Future Taxable or Tax-Exempt Bond Financing for Certain Capital Expenditures Incurred or to be Incurred by or on Behalf of RFTA; Generally Identifying Said Capital Expenditures and the Funds to be Used for Such Payment; and Providing Certain Other Matters in Connection Therewith.
Strategic Goal:	Implementation of Destination 2040 Plan
Strategic Outcome:	4.0 Financial Sustainability
Strategic Objective:	4.4 Pursue financing opportunities to deliver better service and complete future capital projects
Presented By:	Michael Yang, CFAO
Recommendation:	Adopt Resolution 2020-23
Executive Summary	<ol style="list-style-type: none"> 1. Bond Counsel, Kutak Rock, has recommended that RFTA adopt Resolution 2020-24 to preserve RFTA's ability to reimburse itself using 2021 Bond Proceeds for moneys spent on the listed projects incurred not earlier than 60 days prior to the date of the Resolution (November 12, 2020) and through the date of issuance of the 2021 Bonds (anticipated to be in the Spring of 2021). 2. Staff recommends that the RFTA Board adopt Resolution 2020-24.
Background Info:	<ol style="list-style-type: none"> 1. On November 6, 2019, RFTA's Ballot measure 7A was approved by eligible voters and it included funding for RFTA's Destination 2040 Plan with a new property tax revenue through a 2.65 uniform mill levy and debt increase of up to \$74.675 million. 2. Staff identified a package of capital projects from RFTA's Destination 2040 Plan that are strong candidates for the "new money" needs. This includes the Glenwood Maintenance Facility (GMF) multi-phased expansion project (phase 2 – vehicle maintenance and phases 3, 4, 5, and 7 – bus storage, fuel lane and site work) and 27th Street Underpass Project, and 27th Street BRT Park and Ride expansion (property acquisition). Budget has already been appropriated in RFTA's General Fund in 2020 for estimated construction costs for GMF Expansion-Phase 2, planning and design costs for the 27th Street Underpass Project, and professional services for GMF Expansion-Phases 3, 4, 5, and 7. 3. Staff has initiated planning efforts for a new bond issuance anticipated for the Spring of 2021 with RFTA's financial advisor, PFM, and bond counsel, Kutak Rock. The working group has started discussing the overview of the transaction, details surrounding the type of debt to consider, and schedule. Staff has coordinated with PFM in a selective RFP process for an underwriting syndicate to assist in the sale of the bonds that will start in November and complete in December. 4. The Reimbursement Resolution will be presented to the RFTA Board at the November 12th Board meeting which preserves RFTA's ability to reimburse itself using future bonds proceeds for allowable project costs incurred (i.e. design, planning, construction, etc.).

	<p>5. The RFTA working group will ultimately bring forth the proposed “new money” bond issuance, with legal and disclosure documents in near final form, to the Board for the Board’s review and approval at a future Board meeting in the Spring of 2021. Assuming Board approval is received the working group would then proceed with marketing and selling the bonds. The preliminary timeframe for completion of the bond issuance is estimated to be as early as April 2021.</p>
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:	See background information above for fiscal implications.
Attachments:	Yes, please see Resolution 2020-23, attached below.

ROARING FORK TRANSPORTATION AUTHORITY)

I, the Secretary of the Board of Directors of the Roaring Fork Transportation Authority in the State of Colorado, hereby certify that:

1. Attached is a true and correct copy of a resolution (the "Resolution") adopted by the Board of Directors (the "Board") of RFTA at a meeting held on November 12, 2020.
2. Notice of such meeting was made available to the public in writing and pursuant to electronic notice no less than seven business days prior to the holding of the meeting, which notice included the time and agenda of such meeting.
3. The Resolution was duly moved, seconded and adopted by the affirmative vote of a majority of the members of the Board at such meeting as follows:

BOARD MEMBER	YES	NO	ABSENT	ABSTAINING
PITKIN COUNTY				
George Newman Alternate: Greg Poschman	_____	_____	_____	_____
TOWN OF BASALT				
Bill Kane Alternate: Gary Tennenbaum	_____	_____	_____	_____
CITY OF ASPEN				
Ann Mullins Alternate: Ward Hauenstein	_____	_____	_____	_____
TOWN OF CARBONDALE				
Dan Richardson Alternate: Ben Bohmfalk	_____	_____	_____	_____
EAGLE COUNTY				
Jeanne McQueeney Alternate: Kathy Chandler-Henry	_____	_____	_____	_____
GLENWOOD SPRINGS				
Jonathan Godes Alternate: Shelly Kaup	_____	_____	_____	_____
TOWN OF NEW CASTLE				
Art Riddle - Chair Alternate: Scott Owens	_____	_____	_____	_____
SNOWMASS VILLAGE				
Markey Butler Alternate: Alyssa Shenk	_____	_____	_____	_____

4. The meeting at which the Resolution was adopted was noticed, and all proceedings relating to the Resolution were conducted, in accordance with the organizational instruments of RFTA, all applicable rules, regulations, resolutions and procedures of RFTA, and all applicable laws.

WITNESS my hand as of this 12th day of November, 2020.

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

Director _____ moved adoption of the following Resolution:

RESOLUTION NO. 2020-23

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 TAXABLE OR TAX-EXEMPT BOND FINANCING FOR CERTAIN CAPITAL EXPENDITURES INCURRED OR TO BE INCURRED BY OR ON BEHALF OF RFTA; GENERALLY IDENTIFYING SAID CAPITAL EXPENDITURES AND THE FUNDS TO BE USED FOR SUCH PAYMENT; AND PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the Roaring Fork Transportation Authority (“RFTA”), located in the State of Colorado (the “State”), is a body corporate and political subdivision of the State created pursuant to the provisions of Section 43-4-601, et seq., C.R.S., as amended (the “Rural Transportation Authority Law”); and

WHEREAS, under the Regional Transportation Authority Law, RFTA is possessed of all powers which are necessary, requisite or proper to finance, construct, operate and maintain a rural transportation system; and

WHEREAS, pursuant to Section 43-4-609 of the Regional Transportation Authority Law, RFTA is authorized to issue bonds for any of its corporate purposes; and

WHEREAS, at an election held on November 6, 2018, a majority of the registered voters of RFTA approved a ballot issue (the “Ballot Issue”) authorizing the issuance of up to \$74,675,000 in aggregate principal amount of revenue bonds payable from revenues of an ad valorem property tax mill levy for the projects authorized by the Ballot Issue (the “Projects”); and

WHEREAS, the Board of Directors of RFTA (the “Board”) is the governing body of RFTA; and

WHEREAS, the Board has determined that it is in the best interest of RFTA to make certain capital expenditures on certain Projects (as defined herein, the “2021 Bonds Projects”); and

WHEREAS, RFTA currently intends and reasonably expects to issue taxable or tax-exempt bonds to finance such capital expenditures, including an amount not to exceed \$31,000,000 for reimbursing RFTA for those capital expenditures for the 2021 Bonds Projects that are incurred during the period from the date that is 60 days prior to the date hereof through the date of such financing; provided that such financing shall occur within 18 months of the date of the first such capital expenditure, or the placing in service of the 2021 Bonds Projects, whichever is later (but in no event more than 3 years after the date of the first such expenditure of such moneys); and

WHEREAS, the Board hereby desires to declare its official intent, pursuant to 26 C.F.R. §1.150-2, to reimburse RFTA for such capital expenditures with the proceeds of RFTA’s future taxable or tax-exempt bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ROARING FORK TRANSPORTATION AUTHORITY (IN THE STATE OF COLORADO) THAT:

Section 1. Declaration of Official Intent. RFTA shall, presently intends and reasonably expects to expend moneys currently contained in RFTA’s General Fund on certain of the Projects, including (a) expanding the Glenwood Springs Maintenance Facility, (b) grade separated pedestrian crossings of Colorado State Highway 82 and 27th Street in Glenwood Springs, (c) acquisition and improvements to bus stations, bus stops and parking areas and facilities, (d) acquiring additional buses, and (e) any other

Projects authorized by the Ballot Issue for which the Board determines to expend proceeds of the bonds described in Section 3 hereof (collectively, the “2021 Bonds Projects”).

Section 2. Dates of Capital Expenditures. All of the capital expenditures made with respect to the 2021 Bonds Projects that are covered by this Resolution were made not earlier than 60 days prior to the date of this Resolution.

Section 3. Bonds. RFTA presently intends and reasonably expects to: (a) issue taxable or tax-exempt bonds within 18 months of (i) the date of the first expenditure of moneys on the 2021 Bonds Projects that is covered by this Resolution or (ii) the date upon which the 2021 Bonds Projects are placed in service or abandoned, whichever is later (but in no event more than 3 years after the date of the first such expenditure of such moneys); and (b) allocate an amount of not to exceed \$31,000,000 of the proceeds of such bonds to reimburse RFTA for such expenditures on the 2021 Bonds Projects.

Section 4. Confirmation of Prior Acts. All prior acts and doings of the officials, agents and employees of RFTA which are in conformity with the purpose and intent of this Resolution, and in furtherance of the Projects, shall be and the same hereby are in all respects ratified, approved and confirmed.

Section 5. Repeal of Inconsistent Resolutions. All orders, bylaws or resolutions of the Board, or parts thereof, inconsistent with this Resolution are hereby repealed to the extent of such inconsistency.

Section 6. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED at a regular meeting held this 12th day of November, 2020.

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

By: _____
Arthur Riddile, Chair

[SEAL]

Attest:

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

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 5. C.

Meeting Date:	November 12, 2020
Subject:	MOVE Study Overview
Strategic Outcome:	2.0 Accessibility and Mobility
Strategic Objective:	2.2 Transit and trail users move safely, quickly and efficiently.
Presented By:	Kurt Ravenschlag, RFTA Chief Operating Officer
Staff Recommends:	Board to provide feedback regarding the Move study overview.
Executive Summary:	<p>As a result of RFTA Destination 2040, voters approved funding for several key initiatives. These include improved access to transit in Glenwood Springs and RFTA's western service area by extending BRT through Glenwood Springs, expanded parking access to transit, new transit stations in the extended portions of BRT, and a new transit transfer center. The MOVE study or Alternatives Analysis was initiated by RFTA and the City of Glenwood Springs to help bring clarity to what those initiatives would look like and where they would be located.</p> <p>The process for the Alternatives Analysis is designed to identify the needs and goals of the improvements and to identify various alternatives for achieving them. These alternatives are then screened against evaluation criteria intended to reflect the goals of the initiatives. The study will result in a preferred alternative for the alignment of the BRT extension, location of one or more stations, location of expanded parking to access transit and the location of an end-of-line transit transfer center. The City of Glenwood Springs has also added scope to analyze their downtown parking and perform traffic analysis with the various alternatives being evaluated.</p>
Background/ Discussion:	<p>RFTA's mission of connecting our region with transit and trails is one that we take seriously and drives our daily work. The 70 mile region we serve depends on the added capacity that RFTA provides to a very constrained regional transportation system. The region's economy is robust, but has cracks due to this constrained transportation system. RFTA strengthens that system, but it is not complete. RFTA's premier rapid transit system only serves a portion of its service area and is unable to serve all of Glenwood Springs, New Castle or provide reliable connections to our western Garfield County communities.</p> <p>RFTA Destination 2040 identified several initiatives to begin addressing the need to better serve Glenwood Springs and RFTA's western service area. Staff believes RFTA will be able to meet those needs by extending BRT to west Glenwood, providing new BRT transit stations along that extension, expanding parking access to transit and providing an end-of-line transit transfer center. These improvements are critical to RFTA's ability to meet its mission of connecting communities by transit.</p> <p>Glenwood Springs is currently the choke point for traffic not only originating in Glenwood Springs, but also by traffic originating in western Garfield County and traveling to or through Glenwood Springs to up-valley locations. Traffic conditions in Glenwood Springs already make transit connections through town unreliable; which will only be exacerbated with the projected 40%-50% traffic increases on SH-82 over the next 20 years. This will be a longstanding problem for Glenwood Springs sitting at the base of a narrow canyon, the confluence of two rivers and bisected by an active freight rail line, interstate and state highway. This is why it is critical to start developing strategies now to provide solutions for added capacity and reliable options for traveling in, around and through Glenwood Springs. The population and</p>

	<p>employment growth over the next 20 years in Garfield County are both projected to grow more than 40%. It is very likely the residential growth will occur in western Garfield County and employment growth in central and southern Garfield County, placing Glenwood Springs right in the middle of this origin and destination vortex.</p> <p>The MOVE Study or Alternatives Analysis is designed to identify the needs and goals of the improvements identified in RFTA Destination 2040 and to identify various alternatives for achieving them. These alternatives are then screened against evaluation criteria intended to reflect the goals of the initiatives. The study will result in a preferred alternative for the alignment of the BRT extension, location of one or more stations, location of expanded parking to access transit and the location of an end-of-line transit transfer center. This study is meant to be an objective analysis of alternatives, evaluated against criteria representing the intended goals of the improvements.</p> <p>The Alternatives Analysis is the first step in a process to bring conceptual ideas to fruition. This is not a study that gets decided and then built. Funding is critical to bringing projects of this size to reality, and most likely will include federal and state grant funding. An Alternatives Analysis is the first and necessary step in preparing these projects for state and federal funding. Once a preferred alternative has been identified, the process moves into Environmental Analysis of the preferred alternative and development of mitigation plans. Once Environmental Analysis has been completed, we can then move into Final Design, Value Engineering and Right of Way acquisition. Finally, once all of those steps have been completed we can secure any final funding and begin Construction. This is a long process, but one that needs to begin now. This effort is necessary to prepare ourselves for the transportation challenges we will face in the next 20 years and allow RFTA to continue supporting our regional economy and connecting our regional communities by transit and trails.</p>
Governance Policy:	Policy 1.0 Outcomes
Fiscal Implications:	None at this time.
Attachments:	Yes, please see "MOVE Board Presentation 11-12-2020.pdf," included in the November 2020 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.

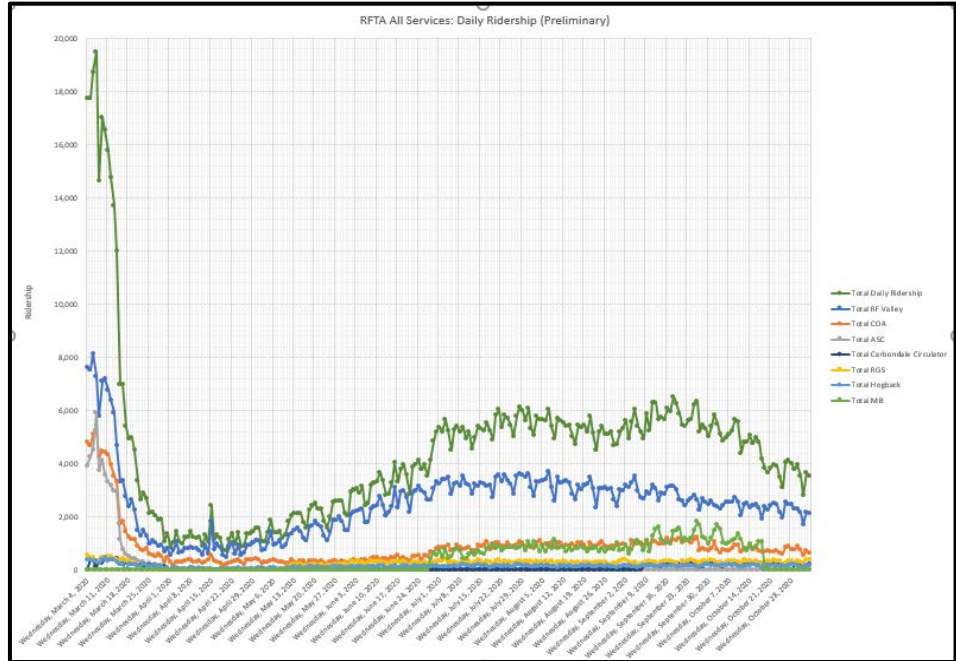
**RFTA BOARD OF DIRECTORS MEETING
“DISCUSSION/DIRECTION” AGENDA SUMMARY ITEM. # 5. D.**

Meeting Date:	November 12, 2020
Subject:	RFTA Service Planning Issues Related to the Outbreak of Coronavirus (COVID-19)
Strategic Outcome:	RFTA will ensure the safety of its workforce, customers and general public through its safety first culture, systematic procedures, practices, and policies for managing risks and hazards.
Strategic Objective:	1.1 Customers are safe at RFTA facilities and riding RFTA services 1.3 Maintain and promote a healthy and safe workforce 1.4 The general public has a positive perception of the safety of RFTA services 1.5 Staff are well trained and safety focused
Presented By:	Kurt Ravenschlag, COO
Staff Recommends:	This is intended to be an FYI for the RFTA Board of Directors and an opportunity for the Board to provide any addition direction to staff.

Executive Summary:	<p>1. RFTA’s COVID-19 Emergency Response Plan and Attendance: RFTA’s Emergency Response Plan is relatively consistent with Pandemic plans throughout the transit industry, and has three primary goals: 1) protection of the public; 2) protection of employees; and 3) continuity of operations. The plan is designed to enable RFTA to continue operating even though employees may become ill, because public transportation is considered an essential service for those who rely upon it.</p> <p>As of Friday, November 6, RFTA’s Attendance Record reflected four COVID-19 related absences, as follows:</p>																																				
	<p>RFTA COVID-19 Attendance Summary by Category</p>																																				
	<p>Date: 11/6/2020</p>																																				
	<table border="1"> <thead> <tr> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>E</th> <th>F</th> <th>G</th> <th>H</th> <th>I</th> <th>J</th> <th>K</th> <th>L</th> </tr> </thead> <tbody> <tr> <td>Symptoms Positive COVID Test Isolating</td> <td>Symptoms Pending COVID Test Results Quarantining</td> <td>Symptoms Not Tested Quarantining</td> <td>Possibly Exposed No Symptoms Quarantining</td> <td>Exposed no symptoms tested results pending</td> <td>Subtotal EE’s Out COVID Related</td> <td>Symptoms Tested Negative Quarantining</td> <td>No Symptoms Tested Negative</td> <td>High Risk Category Quarantining</td> <td>Other than COVID-19</td> <td>Total Employees Out</td> <td>% of Total 320 EE’s Out</td> </tr> <tr> <td align="center">2</td> <td align="center">4</td> <td align="center">0</td> <td align="center">2</td> <td align="center">0</td> <td align="center">8</td> <td align="center">0</td> <td align="center">0</td> <td align="center">8</td> <td align="center">0</td> <td align="center">22</td> <td align="center">7%</td> </tr> </tbody> </table>	A	B	C	D	E	F	G	H	I	J	K	L	Symptoms Positive COVID Test Isolating	Symptoms Pending COVID Test Results Quarantining	Symptoms Not Tested Quarantining	Possibly Exposed No Symptoms Quarantining	Exposed no symptoms tested results pending	Subtotal EE’s Out COVID Related	Symptoms Tested Negative Quarantining	No Symptoms Tested Negative	High Risk Category Quarantining	Other than COVID-19	Total Employees Out	% of Total 320 EE’s Out	2	4	0	2	0	8	0	0	8	0	22	7%
	A	B	C	D	E	F	G	H	I	J	K	L																									
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	2	4	0	2	0	8	0	0	8	0	22	7%																									
	<p>Note: Out of an abundance of caution, RFTA directs its employees to remain home if they are experiencing any possible symptoms of COVID-19. On March 23, 2020, during the height of the pandemic, RFTA had 38 employees out of work who were either experiencing COVID-19 like symptoms or who may have been exposed to someone else who was experiencing symptoms.</p>																																				
	<p>3. Phase 5 Ridership is Declining: As the chart below indicates, from September 7 through Wednesday, October 31, Fall average daily Hwy 82/TOSV/BRT & Local Service ridership has declined by approximately 20% compared to the average daily ridership during Phase 5. Fall season Hogback commuter bus service has increased by 8%, City of Aspen ridership has decreased by 3%, and the Ride Glenwood service has increased by 4% during this period. The line graph beneath the chart below indicates regional ridership is on a downward trend, which is consistent with previous off seasons (see blue line).</p>																																				

RFTA Average Daily Ridership Comparison Fall to Phase 5

	A	B	C	D	E
	Route	Phase 5	Fall	# Vari	% Vari
1	RF Valley/BRT/Local/TOSV	3,188	2,562	(626)	-20%
2	Hogback	157	170	13	8%
3	Carbondale Circulator	-	211	211	N/A
4	City of Aspen	912	886	(26)	-3%
5	Ride Glenwood	300	311	11	4%
6	Total	4,557	4,140	(417)	-9%



4. **RFTA Regional Backup Bus Utilization Report:** The chart below indicates that in Phase 5 from June 28 through Thursday, September 6, the percentage of regional commuter trips needing backup averaged 18% per day. In the Fall Service Plan from September 7 through October 31, the average percentage of trips needing backup was 17% (see Column C, Line 5 from chart below). The average number of time per day that passengers are being left behind when the 15-passenger maximum vehicle capacity has been reach has declined from 3 per day during Phase 5 to 1 time per day during the Fall. The highest number of backup buses needed in Phase 5 was 65, on August 7, and the highest number of backup buses needed during the Fall, so far, was 60 on Friday, September 25.

RFTA Regional Backup Bus Utilization Report - 10/31/20

	A	B	C	D	E
	Category	Phase 5	Fall	# Increase P5 - P4	% Increase P5 - P4
1	Total daily trips	237	299	62	26%
2	Trips with 10-15 passengers	46	44	(2)	-4%
3	Percent trips with 10-15 passengers	20%	19%	-1%	-5%
4	Number of trips needing backup buses	43	43	-	0%
5	Percent trips needing backup buses	18%	17%	-1%	-6%
6	Trips with more than 15 passengers	0.23	0.18	0.10	-22%
7	Percent trips with more than 15	0.10%	0.08%	-0.02%	-20%
8	Times passengers left behind	3	1	(2)	-67%
9	# of Passengers left behind	7	3	(4)	-57%

6. **Winter Service Plan:** The service plan for the 2020/2021 Winter season is as follows:

Regional Services:

- Valley Service to remain at Fall 2020 levels. 30 Minute headways Up-valley 4 am- 10 pm, Down-valley 6:15 am- 12:15 am.
- Valley Express returning in a limited capacity with 13 trips daily.
- BRT Service will have 41 additional trips added for a total of 147 trips daily. 8-10 minute headways during peak hours, 15 minute service outside of peak hours, 60 minute headways for late night service. Up-Valley service hours 4:28 am -10:14 pm, Down-Valley service hours 5:37 am- 11:47 pm.
- Hogback service to remain mostly unchanged, AM service reconfigured to remove one inbound morning trip from Rifle to Glenwood.

Local Circulator – Feeder/Collector Services:

- Carbondale Circulator will continue to operate with a slight increase in hours of service operating 5:02 am- 9:26 pm.
- Ride Glenwood service will not change.
- Brush Creek to Snowmass service to increase from 30 minute to 15 minute headways during peak hours 6 am-11 am and 2:15pm- 5:00pm.
- Rubey Park to Brush Creek Corridor service added to facilitate increased demand in the upper valley and serve intermediate stops between Rubey Park and Brush Creek Park and Ride. This service will operate at 15 minute headways between 8:00am-4:45 pm except during non-peak hours, 11:00 am-1:45 pm where it will operate at 30 minute headways.
- Woody Creek will resume normal hours of operation 6:08 am-9:30 am and 4:40 pm- 12:30 am.

City of Aspen Services:

- **City of Aspen service** will operate between 6:20 am-12:20 am seven days a week.
- **Mountain Valley** to resume fixed route service and will no longer be interlined with the Burlingame route.
- **Crosstown and Galena Street shuttle** will resume operation in Cutaway Vans at 75% capacity, if allowed.

Skier Bus Services:

- Snowmass Skier buses will all operate as directs with 7 minute directional headways during peak periods, Aspen to Snowmass 8am-11am and Snowmass to Aspen 1:45pm-4:45pm. All other times between 8:00 am-4:45 pm this service will operate at 15 minute headways.
- Buttermilk Skier bus will operate as normal with 15 minute headways between 8:00 a.m. - 4:45 p.m.
- During peak hours 8:00 a.m. – 11:00 a.m. and 1:45 p.m. -4:45 p.m. service to Aspen Highlands will operate at 7-8 minute headways via City of Aspen Castle Maroon buses, Highlands Direct, and Aspen SkiCo buses. During non-peak hours this service will operate at 15 minute headways.

RFTA Trip Comparison by Service Level

	A	B	C	D	E
		Fall Daily # One-Way Trips	Winter Daily # One-Way Trips	# Variance Winter to Fall	% Variance Winter to Fall
1	Valley Local Commuter	75	75	-	0%
2	Valley Express	NA	13	13	N/A
3	BRT	106	147	41	39%
4	Carbondale Circulator	62	66	4	6%
5	Hogback I-70 Corridor	20	19	(1)	-5%
6	Brush Creek to Snowmass	36	60	24	67%
7	Rubey Park To Brush Creek	0	31	31	N/A
8	Snowmass Skier Direct	0	99	99	N/A
9	Snowmass Aspen Directs	0	28	28	N/A
10	Snowmass Valley Direct	0	5	5	N/A
11	Woody Creek	0	13	13	N/A
12	Subtotal Regional	299	556	257	86%
13	Ride Glenwood	22	22	-	0%
14	City of Aspen	206	323	117	57%
15	Buttermilk Skier Shuttle	0	72	72	N/A
16	Highlands Skier Shuttle	0	52	52	N/A
17	Total Local Circulator Trips	228	469	241	106%
18	Total Daily Trips	527	1,025	498	94%

7. **Colorado Department of Health and Environment (CDPHE) Updated Guidance for Transportation:** On November 2, CDPHE issued updated guidance for public transportation operators, which will make it more challenging for RFTA to meet anticipated ridership demand during the coming winter season.

RFTA hoped the CDPHE guidance would allow transit agencies flexibility, in consultation with Local Public Health Agencies and based on local circumstances and conditions, to determine the appropriate COVID-19 related seating restrictions on public transit vehicles. However, due to concerns about the rising number of positive COVID-19 cases in Colorado, CDPHE issued guidance that is more restrictive than RFTA and other transit agencies across the state would have preferred.

RFTA had been planning to permit up to 75% of its vehicles' seated capacity to be used on one-way trips of less than 15 minutes. The CDPHE guidance will only allow 50% of seated capacity of vehicles to be used irrespective of trip length. Nonetheless, the updated CDPHE guidance will allow RFTA to marginally increase the number of passengers on its buses compared to its current 15-passenger limit, as follows:

- 45' over-the-road coaches will carry 24 passengers
- 40' transit buses will carry 18 passengers
- 35' transit buses will carry 16 passengers
- Cutaway transit vans will carry 6 passengers

RFTA's current winter service plan was developed based on the assumption that RFTA would increase its vehicle capacity levels up to 75% for trips under 15 minutes. Restricting vehicle occupancy to 50% of vehicle seated capacity, will stretch RFTA's capability in terms of the number of vehicles required to meet anticipated demand. As a result, there may be insufficient vehicles in the fleet to provide additional backup buses and a greater number of passengers could be left waiting longer at bus stops for the next scheduled bus.

CDPHE Guidance:

Physical distancing and ventilation:

- Limit vehicle capacity to 50% of posted seated capacity or occupancy while allowing for at least one seat or row in between individuals from different households. Operators and passengers should ensure 6 feet of physical distance between non-household groups to the greatest extent possible.
- To create distance between passengers, consider:
 - Cordoning off seats or portions of vehicles; or
 - Skipping stops when vehicles are at capacity.
- To create distance between passengers and drivers, consider:
 - Blocking off the first one or two seats immediately behind or beside the driver's seat;
 - Having passengers board through rear doors, if available;
 - If riders must enter through a front door, having the driver stand outside during boarding; or
 - For taxis and rideshares, having passengers use only the back seat.
- When possible, open windows – one on each side of the vehicle – to maximize ventilation.
- Post signs reminding passengers that physical distancing requirements apply to public transport.
- Post signs informing customers that they can opt in to the Exposure Notifications service so they may be alerted more quickly in the event they are exposed to a person who has tested positive for COVID-19. Learn more at www.addyourphone.com.

For passengers, the updated guidance now requires all passengers over the age of 10 years to wear a mask at all times and advises that passengers to:

- Have children ages 2-10 wear a mask, if possible.
- Avoid public transit if they are sick, positive for COVID-19, or if they think or know they have been exposed to COVID-19.
- Adhere to physical distancing guidelines regarding spacing between passengers.

- Follow guidance from operators and respect that they are critical workers who should be regarded with utmost concern for their health and safety during this challenging time.

7. **Winter Staffing Levels:** Overall, RFTA's winter season recruitment and training program for seasonal Bus Operators has been exceeding initial expectations. Currently, RFTA estimates it has approximately 196 Bus Operators available, some of whom are in various stages of training, and the goal is to attain a minimal staffing level of 212 Bus Operators. This number would be sufficient for a 114% readiness ratio and, barring any unforeseen circumstances, would an adequate cushion in case of illnesses, vacations, and other absences over the course of the winter season. If RFTA were to not achieve the 114% readiness ratio, or fall below it during the winter season, it would likely need to fill available shifts by paying overtime.

RFTA Fall and Winter Bus Operator Staffing Plan (as of 11/5/20)

	A	B	C	D
		Phase 5 Service Increase Plan (6/28)	Fall Service Plan (9/7)	Winter Service Plan (12/19)
	Description			
1	Estimated Bus Operator FTE's* on Staff	155	153	155
2	Estimated Seasonal and Part-Time Bus Operators on Staff	7	5	41
3	Total FTE's, Seasonal and Part-Time Bus Operators on Staff	162	158	196
4	Estimated number of Bus Operators Unavailable due to COVID/Other	-6	-4	0
5	Total Estimated Bus Operators Available To Work	156	154	196
6	Total Estimated Active Bus Operators Required for Scheduling per Week for 125%	166	169	232
7	Estimated Excess/(Shortfall) of Bus Operators Available per Week for 125%**	-10	-15	-36
8	Total Estimated Active Bus Operators Required for Scheduling per Week for 114%	151	154	212
9	Estimated Excess/(Shortfall) of Bus Operators Available per Week for 114%**	5	0	-16

8. **Bus Availability:** Currently, RFTA anticipates it will have 113 heavy-duty transit buses available for operating its winter service plan. The peak daily pullout of bus will require approximately 96 buses, which will allow for about an 18% spare ratio. While a 20% or more spare ratio would be preferred, barring any unforeseen circumstances, RFTA Vehicle Maintenance Department personnel are optimistic they can make the numbers work, because the department anticipates it will be fully staffed.
9. **Plexiglas Barriers for Driver Compartments:** RFTA is moving forward with the installation of manufactured Plexiglas barriers for driver compartments of all of its buses and hopes to have this project completed by January 1. Barriers have already been installed in all of its vans.
10. **Resumption of Fare Collection:** Since fare collection resumed on August 1st, most passengers now understand that no cash is being accepted on buses and they are purchasing fare media. In this regard, things are going relatively smoothly. Staff is currently developing the seasonal zone pass program for the coming winter season. Zone passes, which typically cover the period from December 1, through May 31, will go on sale in November.
11. For the latest schedule changes, the public should monitor RFTA's website: <https://www.rfta.com/fall/>.

Governance Policy:	1.0.1. Safe Customers, Workforce, and General Public: RFTA will ensure the safety of its workforce, customers and general public through its safety first culture, systematic procedures, and practices, and policies for managing risks and hazards.
Fiscal Implications:	None at this time.
Attachments:	None.

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 5. E.

Meeting Date:	November 12, 2020
Subject:	Maroon Bells’ Shuttle Service Update
Strategic Outcome:	Accessibility and Mobility: RFTA will provide accessible, effective and easy to use mobility options that connect our region for all user types.
Strategic Objective:	2.2 Trail and transit users move safely, quickly and efficiently. 2.7 Provide convenient connections to key activity centers in service area.
Presented By:	Dan Blankenship, CEO
Staff Recommends:	This is an update for the benefit of the RFTA Board of Directors.

1. At the September 10, 2020 RFTA Board meeting, staff advised the RFTA Board that the 3rd revision of the Maroon Bells Shuttle service plan was significantly higher than previous estimates made with less actual operating data. Column E, Line 9, on the chart below pegged the revised estimated cost of the Maroon Bells shuttle for the season at approximately \$842,963. Column E, Line 10, placed the estimated net revenue to RFTA for the season at approximately \$665,790, and on Line 11, the subsidy estimated for the service was \$177,174, or 21% of the total cost:

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

Executive Summary:

2. The latest Chart on the page below, incorporates additional actual revenue for the season and actual operating data through September 30. While staff is still awaiting actual operating data through the October 18th end of season, the updated estimate of the subsidy appears to be more favorable than the September 10 estimate.

3. Based on updated data, the latest cost estimate indicates that the cost of the service may increase to \$857,434 (Part B, Column I, Line 2 on the chart below), or approximately \$14,471 over the September 10 estimate of \$842,963 (Column E, Line 9, above). However, due to higher than forecasted actual ticket sales through September 30, the estimated subsidy compared to the September 10 estimate has decreased from \$177,174 (Column E, Line 11 above) to \$142,171, (Part B, Column I, Line 3, on the chart below), or by \$35,003.

Maroon Bells Actual and Estimated Ticket Sales, Revenue, Costs, and Subsidy Report

Part A: Actual and Average Maroon Bells Shuttle Ticket Sales Season-to-Date

	A	B	C	D	E	F	G	H	I	J	K
	Date	Reservations	Standbys On	Total Tickets Sold	No Shows	Riders	Maximum Capacity	Riders +/- Max	% Riders of Maximum Capacity	Tickets Sold +/- of Maxim Capacity	% of Maximum Capacity
1	Total	52,428	9,210	61,396	(6,139)	55,499	52,212	3,287	106%	9,184	106%
2	Average Per Day	464	82	543	(54)	491	462	29	106%	81	106%

Part B: Estimated Revenue/Costs/Subsidy for Extended Season (as of 10/18/20)

Number Days

	A	B	C	D	E	F	G	H	I
	Average Tickets Sold Per Day Season-to-Date	Number of Days Maroon Bells Season	Estimated Number of Tickets Sold Per Season	Tickets from Xtra Weekend Service	Total Estimated Tickets Sold	Est. Ticket Revenue Ticket Price = \$15.95	Less USFS Fee = \$0.65	Less H20 Ventures Fee = \$3.65	Net RFTA Revenue
1	543	113	61,396		61,396	979,266.20	(39,907)	(224,095.40)	\$ 715,263
2	Estimated RFTA Cost	N/A	N/A			N/A	N/A	N/A	\$ (857,434)
3	Estimated Subsidy	N/A	N/A			N/A	N/A	N/A	\$ (142,171)
4	Percent Subsidy/Cost	N/A	N/A			N/A	N/A	N/A	17%

4. It should be noted, however, that actual operating data for the period October 1 through October 18 could affect the final cost of the service; including post audit adjustments that could raise or lower the cost factors used to estimate the final fully allocated cost of the service.

In all, given the uncertainty about COVID-19 and the effectiveness of the new reservation system, staff believes that program was highly successful. A tremendous amount of credit for the success goes to RFTA Operations personnel who managed the program and to H20 Ventures who provided the reservation system, call center, and Welcome Center at Aspen Highlands. Without the expertise dedication, and cooperation of all those involved, including the Aspen Chamber Resort Association, the US Forest Service, Pitkin County, and the City of Aspen, as well as the support of the RFTA Board of Directors, this service would not have been possible this year. Many thanks to all!

Governance Policy:

The Board Financial Condition and Activities policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”

Fiscal Implications:

In 2020, the Maroon Bells’ bus service had an original budget of \$796,000, \$697,000 of budgeted fare revenue (net of the Forest Service fee) and an estimated subsidy of \$99,000. The budget, however, did not include the cost of the reservation system, which originally was planned to be implemented in September 2020.

The current estimated cost of the Maroon Bells Shuttle for the 113-day season is \$857,484. Ticket sales have not as yet been finalized, however, the preliminary estimate is that RFTA will net approximately \$715,263 in revenue from sales and the estimated subsidy for the service will be approximately \$142,171 or 17%.

The currently forecasted subsidy for the service is greater than originally budgeted, and not operating the Maroon Bells’ shuttle service this year would have resulted in reduced marginal costs for RFTA. However, fixed costs would have been reallocated to other RFTA services and service contracting partners, raising costs for other services.

	<p>In addition to experience gained by operating with a reservation system this year, under COVID-19 conditions, RFTA estimates that fares from the shuttle will cover all of the marginal costs of the service and a significant portion of the fixed and allocated training costs.</p>
Attachments:	<p>Yes, please see Maroon Bells' passenger survey data, "Maroon Bells – 2020 Season.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
“CONSENT” AGENDA SUMMARY ITEM # 6. A.**

Meeting Date:	November 12, 2020
Agenda Item:	Motion to Reconsider and Amend Resolution 2020-22: 2020 Supplemental Budget Appropriation
Strategic Outcome:	Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
Recommendation:	Approve Amendment to Resolution 2020-22: 2020 Supplemental Budget Appropriation
Executive Summary:	<p>At the October 8, 2020 Board Meeting, the Board approved 2020 Supplemental Budget Appropriation Resolution 2020-22. After the meeting, staff discovered a formula error in the logic represented in the various charts included in Resolution 2020-22 to determine the net change in fund balance. After staff’s consultation with RFTA General Counsel, it was determined that the action by the Board had occurred to appropriate the additional funds requested and amend the revenue estimates included in Resolution 2020-22: 2020 Supplemental Budget Appropriation. The itemized budget adjustments presented to the Board and reflected in Resolution 2020-22 have not changed; however, there are charts that require corrections. In accordance with General Counsel’s recommendation, staff is requesting the Board to Reconsider, Amend and Adopt Resolution 2020-22 as amended, to reflect the corrections to the charts included in the Resolution and described below.</p> <p>The itemized adjustments in Resolution 2020-22 have not changed; however, the list below identifies the charts and items within those charts that have been corrected:</p> <ol style="list-style-type: none"> 1. Chart: Revenues and Other Financing Sources (OFS) <ol style="list-style-type: none"> a. Item: “Total Revenue & OFS” for total change in revenues has been corrected due to a formula error. The total change column inadvertently excluded \$234,400 of reductions to Other income. The previous total incorrectly showed \$4,395,902 and has been reduced by \$234,400 to the correct total of \$4,161,502. 2. Chart: Revenue & OFS Summary <ol style="list-style-type: none"> a. Item: “Other Income” row incorrectly showed zero but has been corrected to show the reduction of (\$234,400). This impacts the total row for the change column. The previous total incorrectly showed \$4,395,902 and has been reduced by \$234,400 to the correct total of \$4,161,502. The Other Income row and total row for the current column have both been corrected accordingly. 3. Chart: Net Change to Fund Balance <ol style="list-style-type: none"> a. Item: “Revenues and other financing sources” incorrectly showed \$4,395,902 but has been reduced by \$234,400 to the correct amount of

	<p>\$4,161,502. The Net increase (decrease) in fund balance incorrectly showed (\$561,117) and has been corrected accordingly to (\$795,517).</p> <p>4. Chart: Fund Balance Roll Forward</p> <p>a. Item: the change in fund balance due to Resolution 2020-22 incorrectly showed (\$561,117) and has been corrected accordingly to (\$795,517). The Total Net Change row and Ending Balance have both been corrected accordingly.</p>				
Policy Implications:	Board Job Products Policy 4.2.5 states, "The Board will approve RFTA's annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy)."				
Fiscal Implications:	<p>The corrected net decrease to 2020 fund balance by fund is a reduction to the General Fund of (\$795,517), which is \$234,400 greater than the incorrect net decrease previously reported of (\$561,117):</p> <table border="1" data-bbox="711 678 1235 758"> <tr> <td>General Fund</td> <td>(\$ 795,517)</td> </tr> <tr> <td>Total</td> <td>(\$ 795,517)</td> </tr> </table>	General Fund	(\$ 795,517)	Total	(\$ 795,517)
General Fund	(\$ 795,517)				
Total	(\$ 795,517)				
Attachments:	Yes, please see amended Resolution 2020-22, attached. Amended numbers are highlighted in yellow.				

Director _____ moved adoption of the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2020-22
2020 SUPPLEMENTAL BUDGET RESOLUTION**

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

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

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

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

WHEREAS, upon due and proper notice, published in accordance with the state budget law, said supplemental budget was open for inspection by the public at a designated place, a public hearing was held on October 8, 2020 and interested taxpayers were given an opportunity to file or register any objections to said supplemental budget.

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

General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Sales tax	\$(1,274,000)	Reduction based on projection
Fares	(2,915,000)	Reduction based on projection
Grants	8,584,902	Coronavirus Aid, Relief, and Economic Security (CARES) Act Grant Funds
Other income	(185,000)	Reduction to interest income based on projection
Other income	(49,400)	Correction to Marolt Seasonal Housing Revenue
Total Revenue & OFS	\$4,161,502	

Revenue & OFS Summary	Previous	Change	Current
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Sales tax	\$25,626,649	\$(1,274,000)	\$24,352,649
Property tax	10,996,000	-	10,996,000
Grants	11,444,072	8,584,902	20,028,974
Fares	5,470,200	(2,915,000)	2,555,200
Other govt contributions	1,851,136	-	1,851,136
Other income	977,850	(234,400)	743,450
Other financing sources	3,302,454	-	3,302,454
Total	\$59,668,361	\$4,161,502	\$63,829,863

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$50,000	Professional Services - 27th Street PNR expansion
Capital	344,008	Professional Services for procurement of Design-Build for GMF expansion project – Phases 3, 4, 5 & 7
Capital	4,999,161	True –up construction costs for GMF expansion project - Phase 2 project
Capital	(364,500)	Repurpose savings from GMOC Demolition Costs
Capital	(100,000)	Repurpose savings from Blake Street Improvements
Transit	33,000	Third Party Services - 2 Seasonal Transit Service Technicians
Transit	24,200	Staffing costs for 2 new full-time Transit Service Technicians
Transit	43,900	Staffing costs for 4 new Seasonal Non-CDL Bus Cleaners
Transit	(72,750)	Correct Marolt Employee Housing Expenditures
Total Expenditures & OFU	\$4,957,019	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$1,092,661	-	\$1,092,661
Transit	29,092,066	\$ 28,350	29,120,416
Trails & Corridor Mgmt	612,133	-	612,133
Capital	24,510,918	4,928,669	29,439,587
Debt service	1,527,623	-	1,527,623
Other financing uses	3,179,564	-	3,179,564
Total	\$60,014,965	\$ 4,957,019	\$ 64,971,984

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

Revenues and other financing sources	\$4,161,502
Less Expenditures and other financing uses	(4,957,019)
Net increase (decrease) in fund balance	\$ (795,517)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 34,430,736*
2019-28 & 2019-29	\$ 34,430,736	\$ 6,639,095	41,069,831
2020-03	41,069,831	1,155,000	42,224,831
2020-07	42,224,831	(2,134,843)	40,089,988
2020-10	40,089,988	(280,000)	39,809,988
2020-12	39,809,988	(2,980,013)	36,829,975
2020-14	36,829,975	(130,000)	36,699,975
2020-15	36,699,975	(219,471)	36,480,504
2020-18	36,480,504	(1,084,250)	35,396,254
2020-21	35,396,254	(1,312,122)	34,084,132
2020-22	34,084,132	(795,517)	33,288,615
Total Net Change		\$ (1,142,121)	

* Audited

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

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

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 8th day of October 2020.

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

By: _____
Arthur Riddile, Chair

I, the Secretary of the Board of Directors (the "Board") of the Roaring Fork Transportation Authority (the "Authority") do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on October 8, 2020 (b) the meeting was open to the public; (c) the Authority provided at least 48 hours' written notice of such meeting to each Director and Alternate Director of the Authority and to the Governing Body of each Member of the Authority; (d) the Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of at least two-thirds of the Directors then in office who were eligible to vote thereon voting; and (e) the meeting was noticed, and all proceedings relating to the adoption of the Resolution were conducted, in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, as amended, all applicable bylaws, rules, regulations and resolutions of the Authority, the normal procedures of the Authority relating to such matters, all applicable constitutional provisions and statutes of the State of Colorado and all other applicable laws.

WITNESS my hand this 8th day of October, 2020.

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

**RFTA BOARD OF DIRECTORS
"CONSENT" AGENDA SUMMARY ITEM # 6. B.**

Meeting Date:	November 12, 2020
Agenda Item:	Resolution 2020-24: Resolution Supporting the Grant Application for a Grant from the Federal Transit Administration (FTA) Year 2021 Public Transportation COVID-19 Research Demonstration Grant Program and Letter of Support
Strategic Outcome	Financial Sustainability: RFTA will ensure cost effective and responsible use of funding, maintain and monitor its short-term and long-term financial forecasts, seek funding partnerships and diversification of revenues.
Strategic Objective	4.1: Pursue financing opportunities to deliver better service and complete future capital projects
Presented By:	David Johnson, Director of Planning
Recommendation:	Approve Resolution 2020-24, authorizing RFTA to submit a FTA grant application and authorizing the RFTA Chair to sign the Letter of Support
Executive Summary:	<p>A RFTA Mobile Fare Ticketing System supports two of the four primary stated program objectives. First, this project will implement a new contactless, multi-modal, mobile fare ticketing system. Secondly, this innovative system will strengthen public confidence in using essential public transit services by providing a safe, convenient and connected app-based payment platform for mobility throughout RFTA's rural service region and the State of Colorado.</p> <p>The RFTA Mobile Fare Ticketing System project is fully aligned with the goals of safety and economic competitiveness as stated by the USDOT Rural Opportunities to Use Transportation Success (ROUTES) Program. The State of Colorado is experiencing a travel surge as Americans seek quiet spaces, clean air, outdoor recreation and an improved quality of life during the COVID-19 public health emergency.</p> <p>RFTA is the second largest public transit agency in Colorado, and the largest rural transit agency in the nation with 5+ million riders annually.</p> <p>A new innovative, contactless mobile fare payment system can streamline the payment of and promote the utilization of public transit services, which can then reduce the usage of private vehicles, reduce road congestion, greenhouse gas emissions and vehicles-miles- traveled (VMT). This innovative technology platform will also increase rural economic competitiveness by promoting public transit for residents, workers and visitors.</p>
Policy Implications:	RFTA Board Governing Policy 4.2.5 states, "The Board will approve RFTA's annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy)."
Fiscal Implications:	If this grant is awarded, RFTA will need to commit up to \$100,000 million in Destination 2040 funds.
Attachments:	Yes, please see Resolution 2020-24, below and the Letter of Support

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2020-24**

**RESOLUTION SUPPORTING THE GRANT APPLICATION FOR A GRANT FROM THE FEDERAL TRANSIT
ADMINISTRATION (FTA) YEAR 2021 PUBLIC TRANSPORTATION COVID-19 RESEARCH
DEMONSTRATION GRANT PROGRAM**

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

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

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

WHEREAS, the Roaring Fork Transportation Authority (RFTA) is a political subdivision of the State of Colorado; and

WHEREAS, the Roaring Fork Transportation Authority (RFTA) is a rural transit authority, and a sub-recipient of FTA grants via a required consolidated grant application with the Colorado Department of Transportation (CDOT); therefore an eligible applicant for this FTA grant program; and

WHEREAS, RFTA will submit a Grant Application for a mobile fare ticketing system, requesting a minimum total award of **\$100,000, and provide a 50% local match of \$100,000, for a total grant project cost of \$200,000.**

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

1. The above recitals are hereby incorporated as findings by the RFTA Board of Directors.
2. The RFTA Board of Directors strongly supports the Grant Application submitted by RFTA and has appropriated matching funds for a grant with the FTA or CDOT.
3. If the grant is awarded, the RFTA Board of Directors strongly supports the completion of the projects.
4. The Board of Directors of RFTA authorizes the expenditure of funds necessary to meet the terms and obligations of any grant awarded pursuant to a Grant Agreement with the FTA or CDOT.
5. Any IT equipment for a mobile fare ticketing system will be owned solely by RFTA.
6. If a grant is awarded, the RFTA Board of Directors hereby authorizes the CEO to sign a Grant Agreement with the FTA or CDOT.

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 12th day of November 2020

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

By: _____
Arthur Riddle, Chair

I, the Secretary of the Board of Directors (the "Board") of the Roaring Fork Transportation Authority (the "Authority") do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on November 12, 2020; (b) the meeting was open to the public; (c) the Authority provided at least 48 hours' written notice of such meeting to each Director and Alternate Director of the Authority and to the Governing Body of each Member of the Authority; (d) the Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of at least two-thirds of the Directors then in office who were eligible to vote thereon voting; and (e) the meeting was noticed, and all proceedings relating to the adoption of the Resolution were conducted, in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, as amended, all applicable bylaws, rules, regulations and resolutions of the Authority, the normal procedures of the Authority relating to such matters, all applicable constitutional provisions and statutes of the State of Colorado and all other applicable laws.

WITNESS my hand this 12th day of November 2020

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



October 16th, 2020

Mr. Jamel El-Hamri
General Engineer
Federal Transit Administration (FTA)
Office of Research, Demonstration and Innovation
1200 New Jersey Avenue, SE
Washington, DC 20590

RE: RFTA application to the FTA Public Transportation COVID-19 Research Demonstration Grant Program

Dear Mr. El-Hamri:

The Board of Directors of the Roaring Fork Transportation Authority (RFTA) has authorized me to apply for any Federal, State, and local grants for which RFTA is eligible. In addition, RFTA's proposed \$100,000 local match for this grant has been budgeted, therefore, I am confident that the Board supports the RFTA proposal to develop, deploy and demonstrate a contactless mobile fare ticketing system for public transit passengers. This project is an innovative solution that improves operational efficiency of rural public transit, enhances the mobility of transit users and safeguards both drivers and passengers during the COVID-19 public health emergency.

Rural Colorado, in particular, has been disproportionately affected by the pandemic, as large numbers of visitors seek to escape urban areas in order to take advantage of the scenic beauty, clean air and outdoor recreation amenities unique to Colorado. Rural transit agency employees, who are on the front lines, risk their health on a daily basis to enable RFTA to operate essential public transit services for both commuters and visitors. RFTA has become very nimble, adapting, sometimes daily, to shifting social distancing mandates and safety protocols, while also experiencing major budget deficits due to reduced ridership and fare revenue. As a means of reducing physical contact between drivers and passengers, RFTA did not collect onboard fares for five months.

As the second largest transit agency in Colorado, and the largest rural transit agency in the nation, RFTA has the technical capacity and expertise to implement this innovative project. A new mobile fare ticketing system will allow RFTA to address short-term operational inefficiencies, while also establishing a modern system of convenient and safe fare payment system similar to app-based technology platforms being used by other transit agencies across the nation. This project will coordinate with CDOT's Connected Colorado project, a Statewide, app-based, trip planning and mobile fare ticketing system. RFTA will be pleased to share lessons learned, coordinate data sharing, and integrate technology platforms with transit agencies and appropriate stakeholders across the nation, to boost confidence in public transit.

This is a worthy project that directly aligns with FTA goals and I urge you to recommend a full grant award.

Sincerely,

Arthur Riddle
Chair

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

Meeting Date:	November 12, 2020
Subject:	Revised Intergovernmental Agreement for Transit Services in Unincorporated Garfield County and to Non-Member Municipalities.
Strategic Outcome:	4.0 Financial Sustainability
Strategic Objective:	4.3 Preserve financial sustainability and maintain a structurally balanced long-range budget.
Presented By:	Dan Blankenship, Chief Executive Officer
Recommendation:	Authorize the Chair to Execute the IGA Renewal Letter
Executive Summary:	<ol style="list-style-type: none"> 1. In December 2009, the RFTA Board approved the IGA for Transit Services (the Hogback agreement). The agreement committed Garfield County to providing up to \$614,000 in operating assistance to RFTA for the Grand Hogback bus service in 2010. 2. In 2011, Garfield County amended the IGA by adding a paragraph that will allow its \$650,000 contribution to the Grand Hogback bus service (and its contributions in subsequent years) to be approved by means of an Intergovernmental Agreement Renewal or Change Order Letter instead of amending the IGA every year. 3. In 2017, Garfield County crafted a new IGA, which incorporated most of the provision included in the original 2010 IGA, but updated the language and eliminated some of the unnecessary provisions. 4. For 2019, the County increased its contribution to \$760,240, which was 4% over the \$731,000 amount provided in 2018. 5. In 2020, the County approved \$760,240 for the service, however, due to COVID-19, the Hogback bus service levels were lower than originally planned and the revised estimate of the County's share in 2020 is \$666,921. For that reason, the IGA was revised to reflect a lower County contribution to the service in 2020. 6. Staff is seeking the Board's authorization for the RFTA Board Chairman to execute the IGA, which will formalize Garfield County's \$666,921 contribution for the Grand Hogback bus service.
Governance Policy:	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:	Garfield County has budgeted \$666,921 for the Hogback bus service in 2020. RFTA relies on this funding to help support the Hogback bus service.
Attachments:	Yes, please see “REVISED IGA for Transit Services 1.1.20.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
“PUBLIC HEARING” AGENDA SUMMARY ITEM # 7. A.

Meeting Date:	November 12, 2020
Agenda Item:	Resolution 2020-25: 2020 Supplemental Budget Appropriation
Strategic Outcome:	Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
Recommendation:	Adopt Supplemental Budget Appropriation Resolution 2020-25
Core Issues:	<p>This Supplemental Budget Appropriation Resolution 2020-25 primarily relates to Pitkin County’s issuance of the Sales Tax Revenue Refunding Bonds, Series 2020, on behalf of RFTA. In addition, staff has identified two other items described below requiring budget adjustments.</p> <p>General Fund:</p> <ol style="list-style-type: none"> 1. Pitkin County’s issuance of the Sales Tax Revenue Refunding Bonds, Series 2020, on behalf of RFTA: On September 23, 2020, Pitkin County issued the Series 2020 bonds which refunded the existing Taxable Sales Tax Revenue Build America Bonds (BABs), Series 2010A, and Tax-Exempt Sales Tax Revenue Refunding Bonds, Series 2010B, to take advantage of the lower interest rates. The net present value savings on the refunding was approximately \$917,000 and the average reduction in annual debt service payments is approximately \$52,200 over the next twenty years. <p style="margin-left: 40px;">This resolution appropriates \$5.198 million in bond proceeds and \$5.571 million for the refunding escrow deposits, \$128,709 to cover the cost of issuance and underwriter’s discount. Because of the refunding, the previously budgeted debt service payments on the Series 2010A and Series 2010B bonds will need to be reduced by approximately \$512,276 and the BABs credit on the Series 201A bonds will have to be reduced by \$11,440. Staff requests the following amendment to the budget for this transaction:</p> <ol style="list-style-type: none"> a. \$5,198,390 increase in Other Financing Sources b. \$11,440 decrease in Other Income c. \$5,571,327 increase in Other Financing Uses d. \$383,567 decrease in Debt Service 2. Coronavirus Aid, Relief, and Economic Security (CARES) Act: CARES Act provides funds to prevent, prepare for, and respond to the COVID-19 pandemic. CARES Act funds are available for all FTA Section 5311 recipients, including 5311(f) intercity travel in non-urbanized areas. In addition to the \$8.58 million of CARES Act 5311 grant funds recognized in Resolution 2020-22 at the October Board meeting, RFTA received \$100,000 from CARES Act 5311(f) funds to support the Grand Hogback regional service along the I-70 Corridor. Staff requests the following amendment to the revenue estimates: <ol style="list-style-type: none"> a. \$100,000 increase in Grant Revenue

	<p>3. Workers Compensation Claim Settlement: In 1998, a claim was filed when RFTA was part of Pitkin County. When RFTA separated from Pitkin County in 2005, the claim was still open and transferred to RFTA. RFTA had fulfilled its obligation and, since then, costs have been covered at 100% by the insurance carrier. In October 2020, the claim has finally settled, and the insurance carrier has approved the settlement in the amount of \$371,514 to be paid this year, which will be covered 100% by the insurance carrier. RFTA will make the one-time settlement payout and will subsequently receive a reimbursement for the same amount from the insurance carrier, resulting in a net zero impact.</p> <ul style="list-style-type: none"> a. \$371,514 increase in Transit b. \$371,514 decrease in Transit 				
<p>Background:</p>	<ol style="list-style-type: none"> 1. In accordance with the RFTA formation IGA, bonds issued by Pitkin County on behalf of the Roaring Fork Transit Agency in 1998 and the Roaring Fork Transportation Authority in 2001 must be repaid by RFTA. 2. In 2010, on behalf of RFTA, Pitkin County issued \$2.53 million of Taxable Sales Tax Revenue Build America Bonds, Series 2010A. The proceeds were used to provide local match for approximately \$7.5 million in Federal grants for the Aspen Maintenance Facility (AMF) Recommissioning Project. In addition, on behalf of RFTA, Pitkin County issued \$5.83 million of Tax-Exempt Sales Tax Revenue Refunding Bonds, Series 2010B. The Series 2010B bonds refunded the 1998 and 2001 Sales Tax Revenue Bonds to take advantage of the low interest rates at that time, resulting in a net present value savings of \$237,000. 3. Pitkin County mass transit sales taxes dedicated to RFTA by Pitkin County voters are paid monthly to RFTA. The monthly debt service payments on the outstanding bonds are deducted or withheld by the County from each monthly remittance to RFTA. 				
<p>Policy Implications:</p>	<p>Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”</p>				
<p>Fiscal Implications:</p>	<p>Net increase (decrease) to 2020 fund balance by fund:</p> <table border="1" data-bbox="703 1417 1227 1493"> <tr> <td>General Fund</td> <td>\$ 99,189</td> </tr> <tr> <td>Total</td> <td>\$ 99,189</td> </tr> </table>	General Fund	\$ 99,189	Total	\$ 99,189
General Fund	\$ 99,189				
Total	\$ 99,189				
<p>Attachments:</p>	<p>Yes, please see Resolution 2020-25, attached below and “Pitkin County 2020 Sales Tax Revenue Refunding Bonds Final 9.10.20.pdf,” included in the November 2020 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.</p>				

Director _____ moved adoption of the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2020-25
2020 SUPPLEMENTAL BUDGET RESOLUTION**

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

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

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

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

WHEREAS, upon due and proper notice, published in accordance with the state budget law, said supplemental budget was open for inspection by the public at a designated place, a public hearing was held on November 12, 2020 and interested taxpayers were given an opportunity to file or register any objections to said supplemental budget.

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

General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Other financing sources	\$4,455,000	Bond Issuance (Pitkin County's Refunding Bonds, Series 2020)
Other financing sources	743,390	Bond Premium (Pitkin County's Refunding Bonds, Series 2020)
Other income	(11,440)	True down BAB's Credit (Pitkin County's Bonds, Series 2010A)
Grants	100,000	CARES Act 5311(f) Grant
Total Revenue & OFS	\$5,286,950	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$24,352,649	-	\$24,352,649
Property tax	10,996,000	-	10,996,000
Grants	20,028,974	\$100,000	20,128,974
Fares	2,555,200	-	2,555,200
Other govt contributions	1,851,136	-	1,851,136
Other income	743,450	(11,440)	732,010
Other financing sources	3,302,454	5,198,390	8,500,844
Total	\$63,829,863	\$5,286,950	\$69,116,813

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Other financing uses	\$5,571,327	Refunding Escrow Deposits (Pitkin County Bonds, Series 2010A & B)
Debt Service	111,112	Costs of Issuance (Pitkin County's Refunding Bonds, Series 2020)
Debt Service	17,597	Underwriter's Discount (Pitkin County's Refunding Bonds, Series 2020)
Debt Service	(86,516)	True down interest payment (Pitkin County Bonds, Series 2010A)
Debt Service	(370,000)	True down principal payment (Pitkin County Bonds, Series 2010B)
Debt Service	(55,760)	True down interest payment (Pitkin County Bonds, Series 2010B)
Transit	371,514	Settlement payout for Workers Comp claim
Transit	(371,514)	Insurance reimbursement for Workers Comp claim
Total Expenditures & OFU	\$5,187,760	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$1,092,661	-	\$1,092,661
Transit	29,120,416	-	29,120,416
Trails & Corridor Mgmt	612,133	-	612,133
Capital	29,439,587	-	29,439,587
Debt service	1,527,623	(383,567)	1,144,056
Other financing uses	3,179,564	5,571,327	8,750,891
Total	\$64,971,984	\$5,187,760	\$70,159,744

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

Revenues and other financing sources	\$5,286,950
Less Expenditures and other financing uses	(5,187,760)
Net increase (decrease) in fund balance	\$ 99,190

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 34,430,736*
2019-28 & 2019-29	\$ 34,430,736	\$ 6,639,095	41,069,831
2020-03	41,069,831	1,155,000	42,224,831
2020-07	42,224,831	(2,134,843)	40,089,988
2020-10	40,089,988	(280,000)	39,809,988
2020-12	39,809,988	(2,980,013)	36,829,975
2020-14	36,829,975	(130,000)	36,699,975
2020-15	36,699,975	(219,471)	36,480,504
2020-18	36,480,504	(1,084,250)	35,396,254
2020-21	35,396,254	(1,312,122)	34,084,132
2020-22	34,084,132	(795,517)	33,288,615
2020-25	33,288,615	99,190	33,387,805
Total Net Change		\$ (1,042,931)	

* Audited

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

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

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 12th day of November 2020.

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

By: _____
Arthur Riddile, Chair

I, the Secretary of the Board of Directors (the "Board") of the Roaring Fork Transportation Authority (the "Authority") do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on November 12, 2020 (b) the meeting was open to the public; (c) the Authority provided at least 48 hours' written notice of such meeting to each Director and Alternate Director of the Authority and to the Governing Body of each Member of the Authority; (d) the Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of at least two-thirds of the Directors then in office who were eligible to vote thereon voting; and (e) the meeting was noticed, and all proceedings relating to the adoption of the Resolution were conducted, in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, as amended, all applicable bylaws, rules, regulations and resolutions of the Authority, the normal procedures of the Authority relating to such matters, all applicable constitutional provisions and statutes of the State of Colorado and all other applicable laws.

WITNESS my hand this 12th day of November, 2020.

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

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

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: November 12, 2020

2020 RFTA Annual Budget Document – Distinguished Budget Presentation Award

RFTA was notified via letter dated October 20, 2020 that it had received the Distinguished Budget Presentation Award for the current budget (2020) from the Government Finance Officers Association (GFOA). This marks the 14th consecutive year (2007-2020) where RFTA has received this recognition. From the award letter:

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

A copy of the 2020 budget document is accessible at <http://www.rfta.com/public-documents/>.

Chief Operating Officer November 2020 Update: Kurt Ravenschlag, COO

2020/2021 Winter Service Planning

Winter service planning is underway to prepare for our peak season of service under constrained pandemic conditions. Plans are being developed and conversations with contract partners are being held to set expectations for RFTA’s capabilities this winter. RFTA is on track for meeting its staffing needs for 2020/2021 winter service levels.

RFTA 2040 Implementation Update

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

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


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

All other projects are deemed essential activities under the Public Health Orders or schedules do not currently conflict with the existing Public Health Orders in place and will be completed in 2020 or make substantial progress.

LOVA Trail (On Hold)

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

Trail Maintenance

Total Project: \$5,958,000	2020 Budget: \$375,000	% Complete: 100%
RFTA Share: \$5,958,000	RFTA Balance: \$5,283,000	Last Updated: November 2020
<ul style="list-style-type: none"> 2020 budget includes \$300,000 to go towards asphalt repair, fencing, rock scaling, shoulder improvements and culvert maintenance 		<p>All 2020 Rio Grande Trail Maintenance has been Completed.</p>
		
<p>Rock Scaling along Rio Grande Trail</p>		



Rock scaling along Rio Grande Trail

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

- Design work is complete

Mid Valley Stop Improvements Including Windscreens

Total Project: \$1,603,172	2020 Budget: \$1,603,172	% Complete: 99%
RFTA Share: \$1,603,172	RFTA Balance: \$0	Last Updated: November 2020
<ul style="list-style-type: none"> • 2020 Budget includes funding to construct improvements for the following bus stops to provide ADA accessibility, improved amenities, connectivity and comfort: <ul style="list-style-type: none"> ○ Sage wood ○ Lazy Glen ○ Aspen Village ○ Holland Hills ○ Catherine Store ○ CMC • 2020 budget includes funding for installation of windscreens at select BRT Stations. 		<p>SH 82 Bus Stop Improvements; only punch list items remain</p> <p>Wind Screens; only punch list items remain</p>



New Shelter Installation



New Windscreen Installation

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

Total Project: \$8,559,136	2020 Budget: \$0	% Complete: 10%
RFTA Share: \$4,279,500	RFTA Balance: \$4,229,500	Last Updated: November 2020

<ul style="list-style-type: none"> Public outreach through the MOVE Study to gather feedback on preferred alternative of below grade or above grade solutions. Begin Final Design of preferred grade separation alternative Grant pursuits to fully fund project 	<ul style="list-style-type: none"> RFTA Selected design team City of Glenwood Springs City Council confirmed preference for an underpass RFTA has now secured \$4.2 million in CDOT grant funding for the 27th Street Grade Separation in addition to the \$4.2 million from RFTA Destination 2040. RFTA will seek remaining funding from City of Glenwood Springs and future grants for remaining balance. RFTA working to develop an IGA with GWS for project implementation
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Grand Avenue Corridor Study (MOVE) (27th Street Parking Expansion, Glenwood In-line Stations, GWS Transit Center, Extension of BRT Downtown GWS, Connections to 1-70 Corridor)

Total Project: \$610,000	2020 Budget: \$610,000	% Complete: 60%
RFTA Share: \$290,228	RFTA Balance: \$0	Last Updated: October 2020
<ul style="list-style-type: none"> MOVE Study to identify preferred alternatives for extending BRT to downtown Glenwood Springs (GWS), expanded park and ride in GWS, location of GWS Downtown Transit Center and one to two BRT stations between 27th Street and downtown GWS. 	<ul style="list-style-type: none"> Board update scheduled for October Board meeting Alternatives Level 2 Screening in process 	

Willits Area Parking Expansion

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

Aspen Maintenance Facility Expansion Phase 9 (Replace Fuel Farm)

Total Project: \$3,115,260	2020 Budget: \$3,115,260	% Complete: 99%
RFTA Share: \$3,115,260	RFTA Balance: \$0	Last Updated: November 2020
<ul style="list-style-type: none"> 2020 Budget includes funding for the Aspen Maintenance Facility fuel farm upgrade and replacement of underground fuel tanks and mechanical equipment. 	<ul style="list-style-type: none"> Installation of exterior dispenser hardware, oil tank piping 	



New Fuel Island and Canopy



New Fuel Island Canopy

- Canopy roof framing
- Site cleanup
- Remove temp fuel, remove job trailer, complete all construction by 11/13/2020

Glenwood Maintenance Facility (GMF) Expansion

Total Project: \$34,076,514	2020 Budget: \$4,260,000	% Complete: 10%
RFTA Share: \$15,000,000	RFTA Balance: \$12,321,000	Last Updated: November 2020
<ul style="list-style-type: none"> • 2020 Budget includes funding for Phase 2 Construction: Grading, Excavation, Fleet Maintenance Build Renovation & Expansion. Purchase of MOC 	<ul style="list-style-type: none"> • Contractor mobilizing week of Sept. 28 for MOC demo • The new estimated project budget for Phase 2 is \$9.2 million • Phase 2 Construction Contract being finalized • Phase 2 Construction to begin Nov. 9 • RFTA awarded \$11.4 million in FTA 5339 funds for Phase 3 and 7 of GMF Expansion • RFTA awarded \$13 million in BUILD grant funds for Phase 4 and 5 of GMF Expansion 	

Replacement Office/Housing in Carbondale (On Hold)

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

Bike Share Expansion

Total RFTA Capital: \$1,270,750	2020 Capital Budget: \$0	%Complete: 5%
Total Annual RFTA O&M: \$550,000	2020 O&M Budget: \$350,000	Last Updated: October 2020
RFTA Capital Balance: \$1,270,750		
<ul style="list-style-type: none"> 2020 Includes \$200,000 to Support Bike Share Operations and \$150,000 for a Bike Share Expansion Planning 		<ul style="list-style-type: none"> Request for Proposals to support a planning effort for Bike Share expansion and governance has been released. Planning efforts are on track to be underway by years end.

Buttermilk Underpass

Total Project: \$8,057,358	2020 Budget: \$0	% Complete: 0%
RFTA Share: \$500,000	RFTA Balance: \$500,000	Last Updated: Feb. 2020
<ul style="list-style-type: none"> The RFTA Contribution when budgeted is \$500,000 to be applied towards construction of a grade pedestrian crossing at the Buttermilk intersection in Pitkin County. 		<ul style="list-style-type: none"> RFTA is trying to initiate a partnership of interested stakeholders to move Buttermilk Underpass into design phase and establish a partnership for construction.

Bus Replacement – Six, 45' Coach Buses

Total Project: \$4,200,000	2020 Budget: \$4,512,000	% Complete: 80%
RFTA Share: \$840,000	RFTA Balance: \$67,673,000	Last Updated: October 2020
<ul style="list-style-type: none"> 2020 Budget includes funding to purchase 6 replacement two door over the road coach buses. 		<ul style="list-style-type: none"> Order placed Scheduled for March 2021

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

Total Project: \$5,550,000	2020 Budget: \$5,550,000	% Complete: 80%
RFTA Share: \$5,550,000	RFTA Balance: \$62,123,000	Last Updated: October 2020
<ul style="list-style-type: none"> 2020 Budget includes funding to purchase 10 replacement low floor clean diesel buses. 		<ul style="list-style-type: none"> Ten replacement buses have been ordered for a March 2021 delivery

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

Total Project: \$2,775,000	2020 Budget: \$2,775,000	% Complete: 80%
RFTA Share: \$2,775,000	RFTA Balance: \$8,581,000	Last Updated: November 2020
<ul style="list-style-type: none"> 2020 Budget includes funding to purchase 5 expansion low floor clean diesel buses. 		<ul style="list-style-type: none"> Five expansion buses have been ordered for a January 2021 delivery

Planning Department Update – David Johnson, Director of Planning

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

2020 Actuals/Budget Comparison (September YTD)

2020 Budget Year				
General Fund	September YTD			
	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales and Use tax (1)	\$ 14,826,606	\$ 14,703,667	0.8%	\$ 25,626,649
Property Tax	\$ 10,972,490	\$ 10,937,892	0.3%	\$ 10,996,000
Grants (2)	\$ 6,694,701	\$ 1,343,642	398.3%	\$ 11,444,072
Fares (3)	\$ 1,917,533	\$ 3,251,043	-41.0%	\$ 5,470,200
Other govt contributions	\$ 1,603,318	\$ 1,603,318	0.0%	\$ 1,851,136
Other income	\$ 692,024	\$ 588,832	17.5%	\$ 977,850
Total Revenues	\$ 36,706,672	\$ 32,428,394	13.2%	\$ 56,365,907
Expenditures				
Fuel (4)	\$ 485,301	\$ 897,301	-45.9%	\$ 1,092,661
Transit (4)	\$ 21,726,374	\$ 23,306,764	-6.8%	\$ 29,092,066
Trails & Corridor Mgmt	\$ 455,181	\$ 437,490	4.0%	\$ 612,133
Capital	\$ 3,205,452	\$ 3,195,621	0.3%	\$ 24,510,918
Debt service	\$ 775,719	\$ 775,718	0.0%	\$ 1,527,623
Total Expenditures	\$ 26,648,027	\$ 28,612,894	-6.9%	\$ 56,835,401
Other Financing Sources/Uses				
Other financing sources	\$ -	\$ -	#DIV/0!	\$ 3,302,454
Other financing uses	\$ (2,137,238)	\$ (2,137,238)	0.0%	\$ (3,179,564)
Total Other Financing Sources/Uses	\$ (2,137,238)	\$ (2,137,238)	0.0%	\$ 122,890
Change in Fund Balance (5)	\$ 7,921,407	\$ 1,678,262	372.0%	\$ (346,604)

- (1) Timing issue, as Sales and Use tax revenue is received 2 months in arrears (i.e. July sales tax is recorded in September).
- (2) Includes \$5.2M of CARES Act funding received of RFTA's initial Phase 1 apportionment of \$5.2M.
- (3) Through September, fare revenue and ridership are lower by 49% and 47%, respectively, compared to the prior year. Due to the COVID-19 pandemic's impact to the regional economy, ridership has decreased and fare revenues have significantly dropped with the temporary suspension of fare enforcement from the end of March through July. Social distancing measures had reduced the maximum capacity to 15 passengers on a transit bus. Over the course of the year, the timing of bulk pass orders by outlets and businesses can affect the % change. Spring/Summer/Fall seasonal zone pass sales usually occur in April but were delayed until July. Furthermore, the start of the Maroon Bells Bus Tour was delayed from early June to June 28, which marked the first day of operations with the new reservation system which limits the daily ride to approximately 435. The chart below provides a YTD September 2019/2020 comparison of actual fare revenues and ridership on RFTA fare services:

Fare Revenue:	YTD 9/2019	YTD 9/2020	Increase/ (Decrease)	% Change
Regional Fares	\$ 3,142,008	\$ 1,325,036	\$ (1,816,971)	-58%
Maroon Bells	\$ 627,488	\$ 584,471	\$ (43,017)	-7%
Total Fare Revenue	\$ 3,769,496	\$ 1,909,508	\$ (1,859,988)	-49%
Ridership on RFTA Regional Services*:	YTD 9/2019	YTD 9/2020	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	627,428	362,312	(265,116)	-42%
BRT	718,989	354,702	(364,287)	-51%
Carbondale Shuttle	104,991	38,319	(66,672)	-64%
SM-DV	57,902	32,672	(25,230)	-44%
SM-INT	181,764	76,544	(105,220)	-58%
Grand Hogback	70,288	52,095	(18,193)	-26%
Maroon Bells	152,871	90,259	(62,612)	-41%
Total Ridership on RFTA Fare Services	1,914,233	1,006,903	(907,330)	-47%
Avg. Fare/Ride	\$ 1.78	\$ 1.45	\$ (0.34)	-19%
Avg. Fare/Ride MB	\$ 4.10	\$ 6.48	\$ 2.37	58%

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

- (4) Includes \$476,495 of Excise Tax Credits received for the CNG usage over the 2018-2019 period which offsets the current year's fuel expenditure. In response to the sharp decline in ridership and demand for services due to COVID-19 impacts, the following service changes were implemented: Phase 1 on March 16, Phase 2 on March 23, Phase 3 on March 30, Phase 4 on May 10, and Phase 5 on June 28. Fall Service began on September 7th. Reduced services contribute to lower fuel and transit costs. Through September, transit service mileage and hours are down approximately 18% and 16% from the original budget.
- (5) With the unprecedented impacts due to the COVID-19 pandemic affecting our regional economy and service levels, there are many unknowns and staff continues to monitor revenues and expenditures and has developed preliminary projections that will be updated as new information becomes available.

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage September 2020 YTD				Hours September YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	2,712,430	3,187,973	(475,543)	-14.9%	130,572	144,778	(14,206)	-9.8%
City of Aspen	352,091	437,348	(85,257)	-19.5%	38,029	49,912	(11,883)	-23.8%
Aspen Skiing Company	156,125	235,865	(79,740)	-33.8%	11,582	15,514	(3,932)	-25.3%
Ride Glenwood Springs	73,355	89,279	(15,924)	-17.8%	6,072	7,397	(1,325)	-17.9%
Grand Hogback	222,113	320,013	(97,900)	-30.6%	10,385	15,598	(5,213)	-33.4%
Specials/Charters	9,816	12,439	(2,623)	-21.1%	663	1,021	(358)	-35.1%
Senior Van	5,998	17,890	(11,892)	-66.5%	666	1,687	(1,020)	-60.5%
MAA Burlingame	-	23,562	(23,562)	-100.0%	-	1,675	(1,675)	-100.0%
Maroon Bells	78,886	76,490	2,396	3.1%	5,869	6,383	(514)	-8.1%
Total	3,610,814	4,400,859	(790,045)	-18.0%	203,836	243,963	(40,127)	-16.4%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report

Service	Sep-19 YTD	Sep-20 YTD	# Variance	% Variance
City of Aspen	1,095,397	530,977	(564,420)	-51.53%
RF Valley Commuter	1,952,093	1,019,175	(932,918)	-47.79%
Grand Hogback	70,288	52,095	(18,193)	-25.88%
Aspen Skiing Company	471,717	326,362	(145,355)	-30.81%
Ride Glenwood Springs	111,402	77,403	(33,999)	-30.52%
X-games/Charter	47,164	32,756	(14,408)	-30.55%
Senior Van	2,687	1,161	(1,526)	-56.79%
MAA Burlingame	65,053	-	(65,053)	-100.00%
Maroon Bells	152,871	90,259	(62,612)	-40.96%
GAB Transit Mitigation Svcs.	-	-	-	N/A
Total	3,968,672	2,130,188	(1,838,484)	-46.32%

Subset of Roaring Fork Valley Commuter Service with BRT in 2019

Service	YTD Sep 2019	YTD Sep 2020	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	627,428	362,312	(265,116)	-42%
BRT	718,989	354,702	(364,287)	-51%
Total	1,346,417	717,014	(629,403)	-47%

2021 RFTA Annual Budget – Preliminary Schedule

Date	Activity	Status
8/13/2020	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	<i>Completed</i>
9/10/2020	Presentation/Direction/Action: 1 st draft budget presentation	<i>Completed</i>
10/8/2020	Presentation/Direction/Action: 2 nd draft budget presentation	<i>Completed</i>
11/12/2020	Presentation/Direction/Action: 3 rd draft budget presentation	<i>On schedule</i>
12/10/2020	Public Hearing: Final budget presentation and adoption Review and approve the final certifications of valuations from the Eagle, Garfield, and Pitkin County Assessors	<i>On Schedule</i>

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, 2020. **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.

2020 Capital Lease – Update

The 2020 budget includes 5 expansion transit buses and 10 replacement transit buses.

The estimated delivery date for the 5 expansion buses has been pushed back to late January 2021. Staff will utilize RFTA's existing Master Equipment Lease/Purchase Agreement (MELPA) with Banc of America Public

Capital Corp. (BAPCC) established on November 17, 2016 after completing RFTA's solicitation for capital lease/purchase financing for buses at that time. Staff verified with RFTA's bond counsel, Kutak Rock, that the process for the lease/purchase of the 5 expansion buses should be considerably more streamlined because of the already negotiated MELPA. Staff is working with BAPCC and bond counsel to prepare the necessary documents, which includes a new Board resolution approving them. Staff anticipates that the resolution will be presented to the RFTA Board at a future Board meeting in December 2020 or January 2021.

The estimated delivery date for the 10 replacement buses is around March/April of 2021. Staff has secured multiple capital grants to cover 9 of the 10 buses at 80%. Staff will plan to purchase the 10th bus using lease proceeds through a capital lease/purchase arrangement utilizing the MELPA and will consider including this with the 5 buses mentioned above or having a separate lease/purchase.

Future Bond Issuance

Staff has identified a preliminary package of capital projects from RFTA's Destination 2040 Plan that are strong candidates for a future bond issuance in 2021. The preliminary package includes the multi-phased Glenwood Maintenance Facility Expansion Project, the Grade Separated Pedestrian Crossings of Highway 82 and 27th Street Project, and 27th Street BRT Park and Ride Expansion Project (property acquisition). The preliminary estimate of the size of the bond issuance is approximately \$31 million. Staff has initiated planning discussions with RFTA's financial advisor, PFM, and bond counsel, Kutak Rock, regarding the type of structure to consider, timing of issuance based on the preliminary project schedules (currently targeting April 2021 close), and the need for a reimbursement resolution for the RFTA Board to approve at the November 2020 Board meeting to preserve RFTA's ability to reimburse itself using future bond proceeds for allowable project costs. Staff is working with PFM to coordinate a selective RFP process to be completed in December for an underwriting syndicate to assist in the sale of the bonds.

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

Facilities and Bus Stop Maintenance November 12, 2020 Capital Projects Update

Projects currently under construction:

1. AMF fuel farm replacement. The installation of the new tanks, piping and monitoring software is almost complete and is down to the last few punch list items. The project is on time and on budget and will move to the complete section of this report.
2. The implementation of the "Text Mark" SMS system to replace the post up schedules at each bus station with a SMS system is almost complete. All of the appropriate data bases at RFTA have been updated with the new bus stop names and Id numbers. The signs will be going up at each station in November and as they are installed the system will be operational.
3. Highway 82 bus stop improvements. The project to improve 5 bus stops on highway 82, construct new bus stops at JW drive in Basalt and install wind breaks at the Basalt and Brush Creek BRT stations is complete. This project is on time and on budget.
4. All of the benches at the BRT stations have been refinished and this project is complete. This project is on time and on budget
5. The Rio Grande trail maintenance project is complete. This project is on time and on budget
6. The demolition of the MOC building is progressing well and the building has been torn down. The contractor is hauling off debris and will begin digging up the foundations once all the building debris has been removed from the site. The site will be cleared by spring of 2021.
7. The installation of the new gutters and heat tape at the CMF is complete. This project is on time and on budget

Facilities construction projects budgeted for 2020

1. Upgrades to the AMF BAS/HVAC system to accommodate CNG buses. On hold.
2. GMF phase 2 expansion of services bays and office space. Being reevaluated
3. The demolition of the GWS MOC. Under demolition
4. Design of an improved Rio Grande trail head adjacent to the Rosebud Cemetery. Design underway
5. Develop a master plan for the CMF property to replace the Carbondale RFTA housing. On hold
6. Repair the siding and soffit at selected sections of the Parker House apartments. On hold

Facilities projects completed to in 2020:

Staff has completed the following projects in 2020.

1. Replacement of the EV car chargers in Carbondale and New Castle
2. Replacement of the carpet in the administration area of the AMF.
3. Asphalt sweeping stripping and crack sealing.
4. Structural inspection of the bridges along the Rio Grande trail
5. AMF phase 9, fuel farm replacement. Complete.
6. Rio Grande trail improvements. Complete.
7. Upgrades to 5-bus station in the highway 82 corridor and the construction of bus shelters at the intersection of JW and El Jebel road in El Jebel. Complete.
8. The construction of windbreaks at the up valley Basalt and Brush Creek shelters. Complete.
9. An asphalt maintenance program for RFTA owned parking facilities. Completed.
10. Perform a structural inspection of the bridges along the Rio Grande trail. Complete.
11. Refinish the outside benches at the BRT stations. Complete.
12. Installation of gutters, heat tape and roof repairs. Complete

Construction projects currently in the design process:

1. Rosebud cemetery trail head improvements
2. Rio Grande trail bridge repairs at Wingo bridge in Pitkin county
3. 27th street underpass
4. Phases 3-4-5 & 7 at the GMF expansion program.

Facilities, Rail Corridor & Trail Update RFTA Railroad Corridor

Right-of-Way Land Management Project: Along with its legal and engineering consultants, RFTA staff is and will be working on the following tasks in 2020:

- Staff has begun to utilize a new review process for projects proposing to make use of the Railroad Corridor. This process allows staff to have railroad and legal experts review, assess and report on proposed development impacts along the Railroad Corridor along with making recommendations - regarding potential mitigation for the impacts that RFTA can provide to permitting jurisdictions. (Ongoing)
- Staff is in the process of approaching every adjacent, unlicensed property owner and working with them to get a license in place for access across, or encroachments into the RFTA Railroad Corridor. (Ongoing)
- Staff is also working with Paul Taddune, to bring some longstanding licensees into compliance with the terms of their license agreements.(Ongoing)
- **Recreational Trails Plan (RTP)** – The Planning Department and Facilities departments are working collaboratively with regional stakeholders to update the 2005 Recreational Trails Plan (RTP). Following unanimous RFTA Board adoption of the Access Control Plan (ACP) in early 2018, the RTP is the

second component plan of the larger Corridor Comprehensive Plan that guides management of the entire Rio Grande Railroad Corridor from Glenwood Springs to Aspen. (Ongoing)

- **Federal Grant Right of Way (fgrow) project** – Staff continues to identify and approach adjacent property owners located in the fgrow areas in an attempt to negotiate the exchange of Bargain and Sale deeds. Staff is currently working through an fgrow section and plans to begin surveying as soon as the RFV is past the COVID closure.(Ongoing)



Rio Grande Trail Update

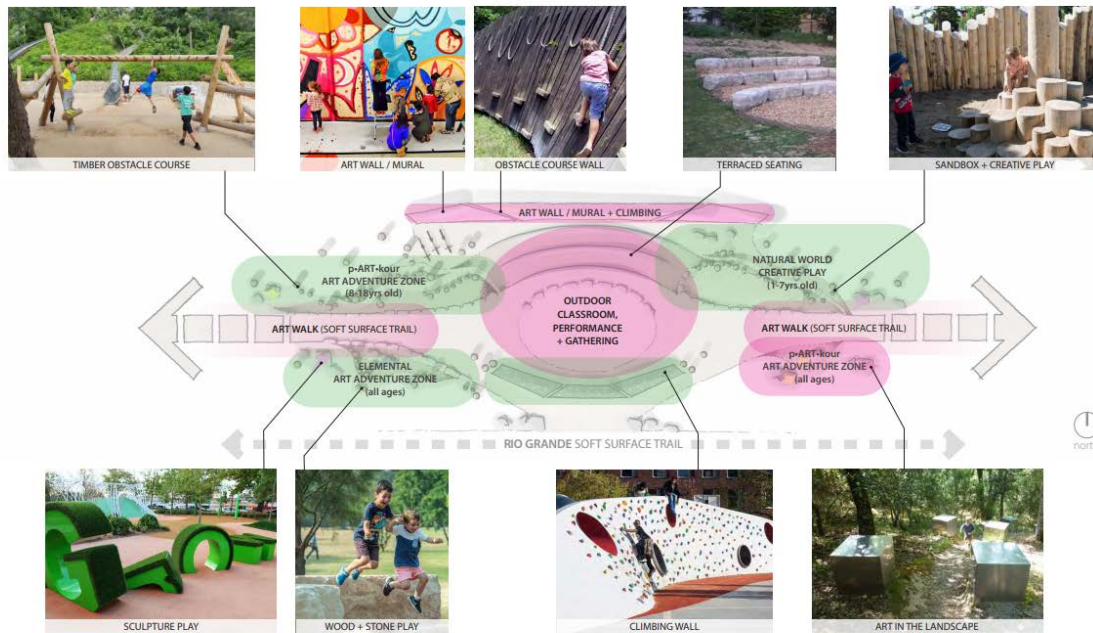
- Staff is starting to see the trail slow down with the colder temps.
 - ❖ The Trail Staff is still working hard to give trail users a great experience.
 - ❖ We are still working diligently to provide clear shoulders and sightlines.
 - ❖ Staff has been out sweeping, debris blowing, cleaning up trailheads, cleaning the restrooms, etc. to make sure the trail is safe and clean.
 - ❖ Staff has been pulling weeds and harvesting the seeds to eliminate the plants from unwanted spreading.
 - ❖ Staff cleared the RGT of snow at the end of October
 - ❖ Our seasonal staff person, Kyle Pieti, is wrapping up the 2020 season and his last day was October 29. Many thanks to Kyle for his second season working on the RGT.
- Staff is coordinating with Canyon Excavating, contractor for the 2020 Rio Grande Trail Repair/Maintenance Project. Crews cleared/grubbed the shoulders of the trail from 27th St (GWS) up to Buffalo Valley. Crews have also installed root barrier, repaired shoulders, and have been repairing/patching asphalt.
 - ❖ A crack sealing project (different contract) started on October 19 and crews sealed cracks from GWS up to Emma Rd.
 - ❖ Some rock scaling work was completed inside of the wildlife area.
- Garfield County Road and Bridge crews have completed their portion of the Riverview Trail. This is a “safe routes to school project” that will connect CR 109 and the Westbank area up to the Rio Grande Trail, and then over to the Riverview Connection, and down to the school.
 - ❖ The Thompson Glen Ditch has been leaking in the area
 - ❖ Revegetation work has been completed by GarCo and RFTA staff
- Staff hired DHM to perform a vegetation analysis and to put together a revegetation plan for portion 2 of 3 in 2020.
 - ❖ RFTA Staff is working to reseed/revegetate the 4 priority areas identified in phase 1.
 - ❖ Staff collected soil samples again this year to keep an eye on the trends.
 - ❖ A draft report of phase 2 is currently under review.
- Staff is trying to find spare time to construct new trailhead kiosks. One goal with the new kiosks is to display the RFTA Right of Way, an attempt to educate trail users where public/private property boundaries are in the real world.
 - ❖ The first kiosk update is planned for the Satank Bridge/CR 106 and the Rio Grande Trail intersection. However, a dispute with a neighbor has stalled the project (again).
- Staff completed the annual CEC Report. Staff is in the process of organizing the annual CEC meeting. Please watch for a CEC email from Abbey Pascoe, apascoe@rfta.com.
- Staff continues working with Carbondale Arts to beautify the corridor through Carbondale, called the Rio Grande ArtWay.
 - ❖ At the May 14, 2020, the RFTA Board reviewed and approved a GOCO grant between the Town of Carbondale and Carbondale Arts for the installation of a Youth Art Park installed in the RFTA Railroad Corridor.

- ❖ The Youth Art Park design is taking shape and Carbondale Arts is seeking public feedback.
- ❖ Attached below are the conceptual designs for the Youth Art Park.
- ❖ Staff is supportive of Program Exploration B

➤ Please review the draft and provide feedback at: <http://www.carbondalecreativedistrict.com/artway>

PROGRAM EXPLORATION A

Programming Intent places the focus on art and creativity within the site. A symmetrical layout is based on a central gathering/performance space and a climbing wall. The outer ring includes creative and adventure play opportunities coupled with art installations.



PROGRAM EXPLORATION B

Programming Intent places the focus on adventure play within the site. The rotated site core is aligned with views of Sopris Mountain while providing space for outdoor classes + performance. Play features are built primarily with timbers to reference our local natural context.

