

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

TIME: 8:30 a.m. – 10:30 a.m., Thursday, December 8, 2022

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

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

(This Agenda may change before the meeting)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	8:30 a.m.
2	Executive Session:			8:31 a.m.
	A. Paul Taddune, General Counsel: Pursuant to C.R.S. 24-6-402 4(c): Conferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions (employee housing issues).	3.5.2.B	Executive Session	
3	Approval of Minutes: RFTA Board Meeting November 10, 2022, page 3		Approve	8:50 a.m.
4	Public Comment: Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person).		Public Input	8:51 a.m.
5	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	8:55 a.m.
6	Consent Agenda			9:00 a.m.
	A. LOVA Trail Update and Funding Request - Jeanne Golay, Executive Director, LoVa Trails, page 11	4.2.5	Approve	
7	Presentations/Action Items Agenda:			
	A. Update Regarding the Regional Bikeshare MOU Process – Dan Blankenship, CEO, page 13	1.2.4	FYI	9:05 a.m.
8	Public Hearing Agenda:			
	A. Resolution 2022-27: Adoption of the 2023 RFTA Budget – Michael Yang, CFAO, and Paul Hamilton, Director of Finance, page 16	4.2.5	Approval	9:15 a.m.
	B. Resolution 2022-28: Appropriation of Sums for the 2023 Budget – Michael Yang, CFAO and Paul Hamilton, Director of Finance, page 16	4.2.5	Approval	9:45 a.m.
	C. Resolution 2022-29: Imposing, Certifying, and Levying a Property Tax of 2.65 Mills for the 2023 Budget Year – Michael Yang, CFAO, page 25	4.2.5	Approval	10:00 a.m.
9	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 31	2.8.6	FYI	10:15 a.m.
	(Agenda Continued on Next Page)			

	Agenda Item	Policy	Purpose	Est. Time
10	Issues to be Considered at Next Meeting:			
	To Be Determined at the December 8, 2022 Board Meeting	4.3	Meeting Planning	10:20 a.m.
11	Next Meeting: 8:30 a.m. – 11:30 a.m., January 12, 2023, In-person at Carbondale Town Hall and via WebEx Teleconference (Details to be provided later.)	4.3	Meeting Planning	10:25 a.m.
12	Adjournment:		Adjourn	10:30 a.m.

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**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
November 10, 2022**

Board Members Present:

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

Non-Voting Alternates Present:

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

Staff Present (in person or via WebEx):

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

Visitors Present (in person or via WebEx):

David Pesnichak (EOTC/Pitkin County); Linda DuPriest, (City of Glenwood Springs); Lynn Rumbaugh (City of Aspen); Sam Guarino (Town of Snowmass Village); Jeanne Golay (LoVa Trails); and Wes Mauer (Gannett Flemming)

Agenda

1. Call to Order/Roll Call:

Jeanne McQueeney called the RFTA Board of Directors to order at 8:33 a.m. McQueeney declared a quorum to be present (8 member jurisdictions present) and the November 10, 2022, RFTA Board of Directors meeting began at 8:34 a.m.

2. Public Hearing:

A. Public Hearing Regarding Pending 2022/2023 Winter Season Service Reductions for Efficiencies, as well as Due to Inadequate Staffing Levels – Kurt Ravenschlag, COO

The following recommended changes from past winter service plans will deliver high-level service to the public that is more cost effective and requires fewer drivers. RFTA is proposing to make the following improvements to our 2022/2023 Winter Service Plan.

BRT Service

- AM Up-Valley/PM Down-Valley headways - 7-8 minutes (no change)
- AM Down-Valley/PM Up-Valley headways - 15 minutes (reduction from 10 minutes)
- Early morning and late afternoon headways - 15 minutes (no change).
- Late-Night headways - 30-minutes (improved from 60 minutes)
- Up-Valley service hours 4:35 am-11:20 pm (no change)
- Down-Valley service hours 5:50 am-12:20 am (40 minutes less)

HGB Service

- 3 of 7 New Castle trips reduced in summer 2022, have been added back to allow for a minimum of 60-minute headways throughout the day
- 2 additional New Castle trips extended to Rifle

Valley Express

- Elimination of all 12 Express trips for Winter 2022 season (Offset by increased BRT headways during peak times and moving to 30-minute headways for BRT from 8:00 p.m. until Midnight)

Snowmass Valley Direct

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

McQueeney asked if any member of the public would like to address the Board or make a comment regarding the Pending 2022/2023 Winter Season Service Reductions for Efficiencies, as well as Due to Inadequate Staffing levels.

No members of the public had any comments.

McQueeney closed Public Hearing Comments at 8:38 a.m.

3. Executive Session:

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

After consideration it was determined that the November 10, 2022 Executive Session was not necessary.

4. Approval of Minutes:

Alyssa Shenk moved to approve the October 13, 2022, Board Meeting Minutes, and Greg Poschman seconded the motion. The motion was unanimously approved.

5. Public Comment:

McQueeney asked if any member of the public would like to address the Board or make a comment regarding items not on the November 10, 2022, Board Agenda.

No members of the public had any comments.

McQueeney closed Public Comments at 8:39 a.m.

6. Items Added to Agenda – Board Member Comments:

McQueeney asked if there were any items that needed to be added to the November 10, 2022, Board meeting Agenda.

No items were added to the November 10, 2020, Board Agenda.

McQueeney asked if any Board member had comments or questions regarding issues not on the November 10, 2022, Board meeting Agenda.

Poschman stated that he rode RFTA the previous week and was impressed at how much more quickly the bus ran up and down valley than he had expected. He rode RFTA buses and utilized We-cycle and the experience was great. He encouraged RFTA Board members to take a ride on RFTA to see how efficient it runs.

Art Riddile congratulated Jeanne McQueeney on her re-election.

McQueeney informed the Board that Eagle County has passed the formation of an RTA, the vote passed in all areas except for Gypsum. She was grateful to Dan Blankenship for the History of RFTA which explained how RFTA was formed and the many processes that had to happen to help make it the amazing bus system it is today.

Torre congratulated Mayor Bill Madsen for his re-election.

McQueeney closed Board comments at 8:46 a.m.

7. Presentations/Action Items:

A. Presentation of 3rd Draft of RFTA 2023 Budget – Michael Yang, CFAO and Paul Hamilton, Director of Finance

Paul Hamilton and Michael Yang presented updates/changes from the 2nd Draft to the 3rd Draft RFTA Budget:

- *The 3rd draft of the 2023 budget incorporates the 2022-23 Winter season service schedule and assumes baseline service levels (pre-COVID-19) for the remainder of the calendar year with updates for seasonal changes.*
- *The 2023 preliminary budget transit service hours and miles reflect a 4.0% and 3.3% increase over 2022 projections, respectively.*
- *Approximately \$4.6 million of property tax revenues are being used to fund the costs for Destination 2040 Plan Projects (net of lease proceeds or grants/contributions), and \$1.7 million available is being used to fund strategic initiatives with a recommended use of fund balance of \$211,000.*
- *Sales tax projection includes a 5.4% reduction.*
- **Property Tax Revenues**

Pitkin County	(0.5%)
Eagle County	0.9%
Garfield County	1.4%
- *8% regional fare collections increase. Regional fares to be approximately 66% of pre-COVID fares.*

- *Garfield County's support of the Grand Hogback service to increase from \$500,000 to \$550,000. RFTA staff been in communication with the County regarding this contribution and the \$550,000 is \$25,000 less than the originally requested amount of \$575,000.*
- *Employee housing rental revenue includes a 5.5% increase.*
- *Approximately 118 units available to rent.*
- *The Collective Bargaining Unit (CBU) is subject to a scheduled pay increase of approximately \$382,000.*
- *For positions outside of the CBU, they are subject to a merit increase of up to 4%, resulting in an increase of \$368,000.*
- *Approximately \$7,044,000 of capital outlay has been budgeted.*
- *Management has reviewed the list of strategic initiatives and identified high priority projects and updated the draft budget to include nearly ~\$4.6 million of projects included in the Destination 2040 Plan (notably the We-Cycle program) and ~\$3.2 million for other initiatives.*
- *Approximately \$742,000 of current available resources is budgeted to be transferred from the General Fund to the Bus Stops/Park and Ride Special Revenue Fund to fund.*
- *RFTA will contribute \$173,000 to the Traveler Program.*
- *RFTA assumes 391.5 Full-Time Employees.*
- *185 Full-Time bus operators, with 3 of these bus operators allocated to Paratransit.*
- *Additional 4.3 non-CDL drivers to support the GMF Construction Shuttle service.*
- *Additional one (1) IT Systems Analyst.*
- *Management has included approximately \$8.4 million to fund priority projects and initiatives. Refer to the separate Strategic Initiatives file for a complete list of projects. The following represent a few notable projects:*
 - *Expand the First-Last Mile Mobility (FLMM) Grant Program*
 - *Implement the 2023 – 2028 Regional Bikeshare Plan*
 - *Increased Contribution to the Town of Snowmass Village Transit Center*
 - *Glenwood Maintenance Facility (GMF) Expansion Project – Phase 6 AE1 and Project Management Services*
- *The following items require further review and consideration for the final draft of the 2023 Budget:*
 - *Transit Service Contract Discussions*
 - *Need for Construction Management Support*
 - *Shift Pay Considerations*
 - *Hotel conversion property in Glenwood Springs*
 - *Improvements and*
 - *Property Management Services*

The finalized 2023 RFTA Budget will be brought before the RFTA Board for adoption at the December 8, 2022 Board meeting.

Francie Jacober questioned who manages employee housing and moving employees around as necessary.

Michael Yang stated that RFTA has a housing coordinator, Debbie Alcorta, who handles all employee housing situations. For the Roadway Inn, RFTA will more than likely have an outside property management company handle this property.

Ben Bohmfalk asked what the mobility coordinator position that is being requested in the budget is.

Kurt Ravenschlag responded that it is a new position for the expansion of bikeshare, 1st/last mile mobility fund, and other mobility options. This individual would manage and coordinate these different mobility options and resources.

B. Glenwood Springs Regional Origin and Destination Study – Terri Partch, City of Glenwood Springs and David Johnson, Director of Planning

The City of Glenwood Springs contracted with Fehr and Peers to conduct an Origin and Destination Study to determine the origins and destinations of travelers moving through Glenwood Springs, particularly during the peak morning and evening travel periods. Fehr and Peers used data from Global Positioning System (GPS), tracking technology in smartphones.

The City will use this data to guide its transportation and land use decisions. One of the key take-aways from this report is that approximately 50% of the southbound vehicles on Grand Avenue in the AM Peak are coming from western Garfield County and headed to up-valley destinations. The report indicates that transit improvements may become a more important strategy in the future to transport people to and from Glenwood Springs and to destinations beyond.

The City would like to work with RFTA to increase ridership on the both the SH82 BRT route and the Grand Hogback route. For years the City of Glenwood Springs has been grappling with traffic congestion along its “main street”, Grand Avenue (CO 82), which was identified as part of the City of Glenwood Springs Comprehensive Plan Update as one of the major concerns within the community.

According to the MOVE Study, commissioned in 2021 by RFTA and the City, Garfield-Pitkin County region is anticipated to grow over the next 20 years, population and employment growth will be most acute between Glenwood Springs and Parachute. Glenwood Springs lies at the heart of this region and will bear the benefits and impacts of this growth.

Godes stated that RFTA should, develop a strategy to approach the Town of Rifle western Garfield County communities about becoming members of RFTA. A significant number of individuals are coming from the Rifle and Silt areas and going into Glenwood Springs, Carbondale, Aspen, etc.

C. Climate Action Plan (CAP) Update – Jason White, Assistant Planner and Wes Maurer, Gannett Flemming

The RFTA Climate Action Plan (CAP) planning process is approximately 60% complete, on schedule and within budget.

The goal of the CAP is to create measurable, actionable strategies to achieve RFTA’s greenhouse gas (GHG) reduction and climate action goals. These goals and strategies will be developed during the CAP process. The CAP team has collected a wide range of RFTA data from bus ridership to fleet fuel consumption, to facility utility bills. This information forms RFTA’s baseline Greenhouse Gas (GHG) emissions data.

In October and November, the CAP project team engaged with area stakeholders and RFTA staff to examine the GHG reduction goals of RFTA’s member jurisdictions and to consider a wide variety of GHG reduction strategies for RFTA, consolidated from numerous CAPs across the nation.

Wes Maurer of Gannett Fleming will provide a summary of the CAP process, progress to date, and the remaining schedule and tasks. At today’s Board meeting, Maurer requests the Board’s

involvement in helping to define a decision-making process for setting measurable CAP goals. The project team envisions two general approaches for goal setting:

1. RFTA sets the goal of an emissions reduction target and date. Climate action strategies are developed and prioritized, and resources identified to achieve this goal by a certain date.
2. RFTA develops and prioritizes achievable climate action strategies, estimates the emissions reductions and resources required, and then develops the emissions goals and targets.

Over the last three months, the CAP team has collected a wide range of RFTA data from bus ridership to fleet fuel consumption to facility utility bills. This real-world data forms RFTA's baseline Greenhouse Gas (GHG) emissions data. The team also conducted a deep and wide scan of global, national and regional climate action plans. A common regional target is in the range of 80% emissions reduction by the year 2050.

On October 18th the CAP team and RFTA staff hosted a regional stakeholder workshop in Carbondale, followed by targeted surveys to those not in attendance, to discuss regional goals and the potential strategies for GHG reductions.

Once RFTA chooses a roadmap for goal setting, the CAP Team will begin to develop climate action strategies to prioritize, implement and measure as we move forward. Final plan completion is projected for March/April 2023. The RFTA Board will have an opportunity to review the draft final plan and suggest final edits or content addition.

After a thorough discussion about what goal RFTA should set, it was determined that RFTA should set an aggressive goal, in the range of 70% to 90%, with benchmarks set at 2030 and 2040 to evaluate RFTA's achievements towards that goal.

D. LoVa Trail Update – Jeanne Golay, Executive Director, LOVA Trail

Extending west from the existing trail near the West Glenwood Springs Sanitation facility, the "Meet-Me-In-The-Middle" project will build 750 linear feet of trail and a shelter on the north bank of the Colorado River adjacent to I-70. Project bids are expected on November 7, 2022, it is expected that the bids will exceed the current amount of funding available for the project.

With the passage of the 2.65 mill levy to help fund RFTA's Destination 2040 Plan, approximately \$2 million was designated for the construction of the LoVa Trail. Currently, \$175,000 in RFTA funding has been encumbered for this trail construction project, potentially leaving an available balance of \$1,825,000 that could be applied to this and other LoVa Trail projects. LoVa Trails may request RFTA to consider approving an additional amount of funding to help bridge the funding gap so that the project can be completed.

Bids were being reviewed and Golay indicated she might come back to the Board to request supplemental funding for the project if needed. The funds would not be expended until 2023, so the appropriation could be added to the 2023 RFTA Budget, which will be submitted to the Board for adoption on December 8, 2022.

Completion of the project will have a positive impact on the visibility and momentum of the LoVa Trail. LoVa's trail construction plans have experienced significant setbacks due to pandemic-related delays and cost escalation. The successful completion of this segment of trail will provide westward progress through South Canyon and beyond.

RFTA has budgeted approximately \$193,000 for the LoVa Trails construction project and operating support in 2022. To date, \$5,000 has been expended.

Jacober asked if this trial is intended to be for transportation or recreational purposes.

Jeanne Golay responded that this is for both, and so much more, it allows for easier access to everything in the valley.

Poschman stated that it is imperative that the trail be built to accommodate E-bikes as well as other modes of transportation.

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

Status update regarding the process of sharing the Draft MOU with prospective jurisdictional partners:

City of Aspen (No Change)

Town of Basalt (No Change)

Town of Carbondale (No Change)

Eagle County (No Change)

City of Glenwood Springs (New): The City of Glenwood Springs Transportation Commission approved revised recommendations to the City Council, which included a list of bicycling safety and maintenance-related projects that should be completed before or in conjunction with the implementation of the City's bikeshare system. Due to the time it will take the City to address the Transportation Commission's recommend list of improvements, as well as supply chain issues, which will likely delay the receipt of bikeshare equipment, it seems likely that implementation of bikeshare in the City of Glenwood Springs will occur in 2025 at the earliest. Currently, it is anticipated that the Draft MOU will be presented to the City Council for approval at its November 17th meeting.

Pitkin County (No Change)

Town of Snowmass Village (No Change)

8. Information/Updates:

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

RFTA's year-to-date system-wide ridership was up 36.2%. Valley ridership was up 4% in September 2022 and Hogback ridership was up 65%.

Ravenschlag updated the Board regarding GMF Phase 3, 4, 5, & 7, which is an active construction site. RAISE Grant funds were received, RFTA staff worked with CDOT to provide RFTA with advanced authorization to begin receiving bids for the 27th Street Pedestrian Underpass project.

The annual renewal process for the \$1 million line of credit with Alpine Bank is in the works. To date, RFTA has never drawn down against this line of credit. For this reason, and because RFTA has significant fund balance, staff may ultimately recommend allowing the line of credit to lapse.

The Covenant Enforcement Commission (CEC) will have a meeting on Friday, November 4, 2022 from 10:00 a.m. until 12:00 p.m. Members are encouraged to attend in-person at RFTA office, 1340 Main Street, Carbondale, or they may attend via WebEx.

The RFTA Board and the Eagle County BOCC have agreed to have RFTA take over management of the Mid-Valley Trails Committee (MVTC) effective 01/01/2023. Staff is working with the committee to implement new policies and procedures for the MVTC and will be adding additional members to this committee over the next couple of RFTA Board meetings.

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

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

11. Adjournment:

Shenk moved to adjourn from the November 10, 2022, RFTA Board meeting, and Bohmfalk seconded the motion. The motion was unanimously approved.

The November 10, 2022, RFTA Board Meeting adjourned at 11:12 a.m.

Respectfully Submitted:

Nicole R. Schoon
Secretary to the RFTA Board of Directors

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

Meeting Date:	December 8, 2022
Subject:	LoVa Trail Update
Strategic Outcome:	2.0 – Accessibility and Mobility
Strategic Objective:	<p>2.2 Trail and transit users move safely, quickly and efficiently</p> <p>2.3 Increase alternative mode splits throughout the region</p> <p>2.4 Provide increased first and last mile options for customers throughout service area</p> <p>2.6 Identify and reduce barriers to riding transit and accessing trails</p> <p>2.7 Provide convenient connections to key activity centers in service area</p>
Presented By:	Jeanne Golay, Executive Director, LoVa Trails
Staff Recommends:	Receive update and consider \$20,000 supplemental funding request.
Executive Summary:	<p>Updated LoVa Trail funding request:</p> <ul style="list-style-type: none"> • The City of Glenwood Springs has approved the low bid (\$1,446,466) submitted by Mueller to build the Meet-Me-In-The-Middle trail segment. \$1.2 million was originally budgeted for the project. • While LoVa has funding to cover the shortfall (\$246,466), the City requests a pledge of approximately \$20,000 in contingency funding from RFTA. • The City plans to get under contract with Mueller immediately, for a March 2023 construction start. The funds would only be requested next year by the City if needed. • Subject to RFTA Board authorization, staff will include this request in a 2023 Supplemental Budget Appropriation Resolution, sometime between January and April of 2023.
Background/ Discussion:	<ul style="list-style-type: none"> • The LoVa Trail partnership is made up of the Town of New Castle, City of Glenwood Springs, RFTA and LoVa. • With the City of Glenwood Springs as the applicant, LoVa was awarded the first-ever Partnership Grant by the Garfield County Federal Mineral Lease District (FMLD) in November 2019. A \$700,000 grant was awarded to build a segment of the LoVa trail. • Garfield County then joined the project partners to contribute additional funding to make up the \$1.2 million project budget. • Extending west from the existing trail near the west Glenwood Springs Sanitation facility, the Meet-Me-In-The-Middle project will build 750 linear feet of trail and a shelter on the north bank of the Colorado River adjacent to I-70. • Project bids are expected to be opened on November 7. It is possible that the bids will exceed the current amount of funding available for the project. • Thanks to the passage of the 2.65 mill levy to help fund RFTA’s Destination 2040 Plan, approximately \$2 million was designated for the construction of the LoVa Trail. • Currently, \$175,000 in RFTA funding has been encumbered for this trail construction project, potentially leaving an available balance of \$1,825,000 that could be applied to this and other LoVa Trail projects.

	<ul style="list-style-type: none"> • If, after bids are opened, there is a funding shortfall, LoVa Trails may request RFTA to consider approving an additional amount of funding to help bridge the funding gap so that the project can be completed. • If there is a shortfall, a funding commitment in some amount will likely be needed from the RFTA Board at the November 10 meeting in order to get the project under contract and move ahead with a summer 2023 construction schedule. • The funds would not be expended until 2023, so the appropriation could be added to the 2023 RFTA Budget, which will be submitted to the Board for adoption on December 8, 2022. • Completion of the project will have a positive impact on the visibility and momentum of the LoVa Trail. LoVa’s trail construction plans have experienced significant setbacks due to pandemic-related delays and cost escalation. The successful completion of this segment of trail will provide westward progress through South Canyon and beyond. • Jeanne Golay, Executive Director of LoVa will be attended the Board meeting to provide the Board with an update regarding bids received and, because the bids were still being evaluated, she indicated she would return in December, if necessary, to request supplemental funding for the project.
Governance Policy:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	RFTA has budgeted approximately \$193,000 for the LoVa Trails construction project and operating support in 2022. To date, \$5,000 has been expended.
Attachments:	None.

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

Meeting Date:	December 8, 2022
Subject:	Update Regarding “Draft” Regional Bikeshare MOU Process
Strategic Outcome:	2.0 – Accessibility and Mobility
Strategic Objective:	2.3 – Increase alternative mode splits throughout the region 2.4 – Provide increased first and last mile options for customers throughout the service area
Presented By:	Dan Blankenship, CEO
Staff Recommends:	<p>FYI: Staff is providing an update regarding the adoption status of the Memorandum of Understanding Regarding Roaring Fork Transportation Authority 2023 – 2028 Regional Bikeshare Services (Draft Final MOU).</p> <p>Four jurisdictions have signed or approved the MOU for signature so far. Three others have budgeted funding for the regional bikeshare program in 2023, and the MOU is being circulated for signature.</p> <p>Board Resolution 22-11 authorized the RFTA CEO or the CEO’s designee to develop, negotiate, finalize, and, execute the Service Operating Agreement (SOA with WE-cycle) and MOU (with participating jurisdictions) subject to approval as to form by the RFTA General Council, contingent upon the requisite funding being appropriated each year by RFTA and its jurisdictional partners in the amounts and for the purposes set forth in the SOA and MOU.</p>
Executive Summary:	<p><u>Status of “Draft Final” Memorandum of Understanding Regarding RFTA 2023 – 2028 Regional Bikeshare Services:</u></p> <p>Following is a status update regarding the adoption of the Draft Final MOU by the jurisdictional partners, as follows:</p> <p><u>City of Aspen:</u> The City’s 2023 local bikeshare expenses have been included in the City’s 2023 budget. RFTA is awaiting receipt of the executed MOU.</p> <p><u>Town of Basalt:</u> RFTA has received the executed MOU.</p> <p><u>Town of Carbondale:</u> RFTA has received the executed MOU.</p> <p><u>Eagle County:</u> Eagle County’s 2023 local bikeshare expenses have been included in the County’s 2023 Sustainable Communities’ budget. RFTA is awaiting receipt of the executed MOU.</p> <p><u>City of Glenwood Springs:</u> The City Council approved the MOU on December 1. RFTA is awaiting receipt of the executed MOU.</p> <p><u>Pitkin County:</u> The County’s 2023 local bikeshare expenses have been included in the County’s 2023 budget. RFTA is awaiting receipt of the executed MOU.</p> <p><u>Town of Snowmass Village:</u> RFTA has received the executed MOU.</p>

Summary of Revisions from the “Draft” MOU to the “Draft Final” MOU:

The “Draft Final” MOU has undergone a number of revisions since it was first drafted. In the interest of transparency, an overview of the revisions incorporated in the current draft is being provided. The revisions did not significantly affect the budgets for any jurisdictions and, primarily, involved language clarifications as explained below. Copies of the most recent draft final MOU and an August draft of the MOU in “track changes” mode can be downloaded by clicking on the following links:

[Memorandum of Understanding Regarding Roaring Fork Transportation Authority 2023-2028 Regional Bikeshare Services \(Draft 11/16/2022\)](#)

[Memorandum of Understanding Regarding Roaring Fork Transportation Authority 2023-2028 Regional Bikeshare Services \(Draft 8/12/2022\)](#)

Note: Once the file has been downloaded, it will need to be opened in order to view the redline edits.

**Background/
Discussion:**

- Clarification in section **4. Bikeshare Services**.
 - This section addresses the responsibilities of the jurisdictions in supporting the implementation and operation of bikeshare services. The following sentence was brought up into this section from *Exhibit 3, Recommended Cooperative Responsibilities and Expectations* to clarify that the costs associated with prepping station sites are a jurisdictional responsibility: “Additionally, the Parties will assume any costs for station site preparation.” The Regional Bikeshare Plan’s financial model did not include funding for station site preparation as it was understood that this would be a responsibility of the participating jurisdictions. Examples of site preparation could be nothing, flattening of surfaces, use of crusher fines, pouring concrete, or other improvements as necessary.

- Edits to section **5. Definitions**
 - **D. Local Startup Operations Costs:** The description of this term was slightly modified by removing the reference to “parts” and clarifying the types of expenditures that will be accounted for in this funding category. Cost sharing remains 100% RFTA.
 - **E. Capital Costs:** This term was changed to **Core Bikeshare Equipment Costs** to more accurately reflect that the expenditures in this category are for essential bikeshare equipment which will all be tracked on a fixed-asset schedule. Cost sharing remains 80% RFTA – 20% local.
 - **F. Capital Replacement Costs:** This term has been changed to **Replacement and Maintenance Equipment Costs** and modifies the description to reflect that funds from this category will be used to replace equipment and purchase parts to maintain the equipment. Cost sharing remains 80% RFTA – 20% local.
 - **G. System Startup Equipment Costs:** This term has been changed to **Bikeshare Support Equipment Costs** and the description has been modified accordingly. These funds will be used to purchase capital assets necessary to support operations and will be tracked on the fixed-asset schedule. Cost sharing remains 100% RFTA.

- Edits to section **13. Ownership of Assets**.
 - This section header was revised to say **13. Ownership of Capital Assets**, to reinforce that RFTA will own all capital assets inclusive of Core

	<p>Bikeshare Equipment, Bikeshare Support Equipment, and the inventory of parts required for maintenance.</p> <ul style="list-style-type: none"> • Edits to Exhibit 1B, 2023 Regional Bikeshare Services Annual Scope of Work <ul style="list-style-type: none"> ○ This exhibit has been updated to reflect refinements to each jurisdiction’s bikeshare services for 2023. As of November 2022, the language now reflects the current Scope of Work for bikeshare services in each jurisdiction for 2023. • Edits to Exhibit 3, Recommended Cooperative Responsibilities and Expectations <ul style="list-style-type: none"> ○ This exhibit contains recommendations for how participating jurisdictions can support the success of bikeshare services in their communities. There is also an annual timeline for when certain milestones need to be accomplished in order for WE-cycle to deliver upon its service requirements for the current year, as well as develop and finalize the Scope of Work and financing plan for each successive year of the Draft MOU. ○ The language has been modified to retain the milestones but eliminate the month by month timeline inasmuch as each jurisdiction’s planning process will be slightly different.
Governance Policy:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	In 2022, the combined estimated cost of the Roaring Fork Valley Regional Bikeshare and the Regional First/Last Mile Mobility Studies was approximately \$180,000. Additionally, in 2022, RFTA covered the 50% deposit on bikeshare equipment ordered for 2023 implementation, in the amount of approximately \$556,361. RFTA’s net share of the funding for the bikeshare program in 2023 is approximately \$1.5 million.
Attachments:	Yes, please click on the links provided above under background.

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

Meeting Date:	December 8, 2022
Subject:	Resolution #2022-27: Adoption of 2023 RFTA Budget Resolution #2022-28: Appropriating Sums of Money for the 2023 Budget Year
Strategic Outcome:	Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting 4.2 Develop a capital planning prioritization process
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
Recommendation:	Adopt Resolutions 2022-27 & 2022-28
Core Issues:	<p>At the August 2022 Board meeting, staff presented the 2023 budget initiatives, assumptions and issues. Based on these approved budget initiatives and assumptions, staff prepared and presented to the Board three drafts of the 2023 budget between September and November, fine-tuning each one as new information became available. Since the draft budget presented in November, staff has fine-tuned its estimates of revenue and expenditures based on updated information available over the past month.</p> <p>The 2023 Budget will be presented in the following order:</p> <ol style="list-style-type: none"> 1. Highlights 2. Consolidated Financial Overview 3. Revenues 4. Expenditures 5. Fund Balance
Background:	At the August 2022 Board meeting, staff presented the 2023 budget initiatives, assumptions and issues. The 1 st draft of the 2023 budget was presented at the September 2022 board meeting. The 2 nd draft of the 2023 budget was presented at the October 2022 board meeting. The 3 rd draft of the 2023 budget was presented at the November 2022 board meeting.
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:	Inaccurate estimates of revenues and budgeted expenditures could result in the unanticipated use of fund balance in order to achieve the Authority’s goals and objectives.
Attachments:	Yes, please see Resolutions 2022-27 & 2022-28, attached below. Please see “2023 RFTA Budget Presentation 12-8-2022.pdf,” “2023 Budget Narrative for 12-8-2022 Board Meeting.pdf,” and “2023 Master Budget – Detail.pdf,” included in the December 2022 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda packet.

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2022-27**

**A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND
ADOPTING A BUDGET FOR THE ROARING FORK TRANSPORTATION AUTHORITY FOR THE
CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2023, AND ENDING ON THE LAST
DAY OF DECEMBER, 2023**

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, C.R.S. 29-1-103, as amended, requires the RFTA Board of Directors (the “Board”), to adopt a budget setting forth the expenditures of the various Authority funds for fiscal year 2023, beginning January 1, 2023 and ending December 31, 2023; and

WHEREAS, the Board of Directors of the Roaring Fork Transportation Authority has appointed the Chief Financial and Administrative Officer of RFTA, to prepare and submit a proposed budget to the Board; and

WHEREAS, the Chief Financial and Administrative Officer of RFTA, submitted a proposed budget to the Board of Directors for its consideration on December 8, 2022; and

WHEREAS, public hearings on the proposed 2023 budget for RFTA were held December 8, 2022; and

WHEREAS, pursuant to public notice duly published in accordance with C.R.S. 29-1-106, as amended, the proposed 2023 budget for the Authority has continuously been open for public inspection; public hearings were held on December 8, 2022, before the Board to consider the adoption of the subject 2023 proposed budget; and interested taxpayers were and have continuously been given the opportunity to file or register any objections to the subject proposed 2023 budget; and

WHEREAS, the Board has made appropriations within the 2023 budget for the Authority for expenditures in an amount equal to or less than the total available revenues and beginning fund balances set forth within the subject proposed 2023 budget; and

WHEREAS, expenditures do not exceed revenues reasonably assumed to be available, as required by law; and

WHEREAS, whatever increases may have been made in the expenditures, like increases, were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law; and

WHEREAS, all legal requirements have been fully complied with and performed in the premises.

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the Roaring Fork Transportation Authority, as follows:

THAT, the budget for the calendar year beginning on the first day of January 2023 and ending on the last day of December 2023 as submitted, amended, and summarized by fund below, is hereby approved and adopted as the 2023 Budget of the Roaring Fork Transportation Authority, and be a part of the public records of the Roaring Fork Transportation Authority.

Fund	Revenue Type	Budget
GENERAL FUND		
		\$
	Sales tax	36,813,900
		\$
	Property tax	11,843,939
		\$
	Grant	1,401,678
		\$
	Fares	4,243,700
	Other govt contributions	\$ 1,346,142
	Other income	<u>\$ 1,406,600</u>
		\$
	Total revenue	57,055,959
 SPECIAL REVENUE FUND - SERVICE CONTRACTS		
	Service contract revenue	\$15,682,641
		\$
	Grant revenue	30,000
	Other financing source:	
	Transfer in from General Fund	<u>\$ 172,890</u>
	Total revenue & other financing sources	\$15,885,531
 SPECIAL REVENUE FUND - BUS STOPS AND PNR		
	Other income	\$ 416,100
	Other financing source:	
	Transfer in from General Fund	<u>\$ 740,676</u>
	Total revenue & other financing sources	\$1,156,776
 SPECIAL REVENUE FUND - MID VALLEY TRAILS		
	Sales tax	<u>\$110,000</u>
	Total revenue	\$110,000

DEBT SERVICE FUND - SERIES 2012A

Other income	\$104,000
Other financing source:	
Transfer in from General Fund	<u>\$388,850</u>
Total revenue & other financing sources	\$492,850

DEBT SERVICE FUND - SERIES 2013B

Other income	\$27,000
Other financing source:	
Transfer in from General Fund	<u>\$86,688</u>
Total revenue & other financing sources	\$113,688

DEBT SERVICE FUND - SERIES 2019

Other financing source:	
Transfer in from General Fund	<u>\$2,109,650</u>
Total revenue & other financing sources	\$2,109,650

DEBT SERVICE FUND - SERIES 2021

Other financing source:	
Transfer in from General Fund	<u>\$1,681,200</u>
Total revenue & other financing sources	\$1,681,200

TOTAL OF ALL FUNDS

\$78,605,654

THAT, the budget, hereby approved and adopted shall be signed by the Chairman of the Board of Directors of the Roaring Fork Transportation Authority and made a part of the public records of RFTA.

THAT, pursuant to C.R.S. 29-1-113, the Chief Financial and Administrative Officer of RFTA, is hereby requested and directed to immediately transmit a copy of this Resolution to the officer or employee of the Authority whose duty is to draw warrants or orders for the payment of money.

THAT, pursuant to Section 29-1-113, C.R.S., the Chief Financial and Administrative Officer of RFTA, is hereby further requested and directed to file an original or certified copy of this Resolution with the Division of Local Government in the Department of Local Affairs.

THAT, the adopted 2023 budget made as set forth in this Resolution is to be read as one comprehensive and integrated document.

THAT, the Board hereby declares to be the legislative intent that the several provisions of this Resolution shall be severable, in accordance with the provisions set forth below:

THAT, if any provision of this Resolution is declared to be invalid by decision of any court of competent jurisdiction, it is hereby declared to be the legislative intent that:

- a. The effect of such decision shall be limited to that provision or provisions which are expressly stated in the decision to be invalid; and
- b. Such decision shall not affect, impair, or nullify this Resolution as a whole or any other part thereof, but the rest of this Resolution shall continue in full force and effect.

THAT, this Resolution was adopted in accordance with the governing documents of RFTA and is now in full force and effect.

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

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

By: _____
Jeanne McQueeney, Chair of the RFTA Board of Directors

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 December 8, 2022; (b) the meeting was open to the public; (c) the Authority provided at least 48 hours' written notice of such meeting to each Director and Alternate Director of the Authority and to the Governing Body of each Member of the Authority; (d) the Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of at least two-thirds of the Directors then in office who were eligible to vote thereon voting; and (e) the meeting was noticed, and all proceedings relating to the adoption of the Resolution were conducted, in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, as amended, all applicable bylaws, rules, regulations and resolutions of the Authority, the normal procedures of the Authority relating to such matters, all applicable constitutional provisions and statutes of the State of Colorado and all other applicable laws.

WITNESS my hand this 8th day of December, 2022.

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

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2022-28**

**A RESOLUTION APPROPRIATING SUMS OF MONEY IN THE AMOUNT AND FOR THE PURPOSE AS
SET FORTH BELOW, FOR THE ROARING FORK TRANSPORTATION AUTHORITY FOR THE 2023
BUDGET YEAR**

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, C.R.S. 29-1-103, as amended, requires the RFTA Board of Directors (the “Board”), to adopt a budget setting forth the expenditures of the various Authority funds for fiscal year 2023, beginning January 1, 2023, and ending December 31, 2023; and

WHEREAS, public hearings on the proposed 2023 budget for the Authority were held December 8, 2022; and

WHEREAS, pursuant to public notice duly published in accordance with C.R.S. 29-1-106, as amended, the proposed 2023 budget for the Authority has continuously been open for public inspection from; public hearings were held on December 8, 2022, before the Board to consider the adoption of the subject 2023 proposed budget; and interested taxpayers were and have continuously been given the opportunity to file or register any objections to the subject proposed 2023 budget; and

WHEREAS, the Board of Directors of the Authority has appointed the Chief Financial and Administrative Officer of RFTA to prepare and submit a proposed budget for their approval; and

WHEREAS, the Board of Directors of the Roaring Fork Transportation Authority (“RFTA” or “Authority”) adopted the annual budget in accordance with the Local Government Budget Law, on December 8, 2022; and

WHEREAS, RFTA has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues and reserves or fund balances provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of RFTA; and

WHEREAS, C.R.S. 29-1-108, requires the Board to enact a resolution making appropriations for fiscal year 2023 in accordance with the adopted 2023 budget for the Authority; and

WHEREAS, all legal requirements have been fully complied with and performed in the premises.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Roaring Fork Transportation Authority that the 2023 Budget as summarized herein:

THAT, the sums stated in the 2023 Budget as submitted are hereby appropriated for the purposes stated herein and summarized below:

Fund	Expenditure Type	Budget
GENERAL FUND		
	Fuel	\$ 2,579,765
	Transit	\$ 39,339,269
	Trails and Corridor Mgmt	\$ 944,890
	Capital	\$ 7,465,823
	Debt Service	\$ 1,900,833
	Other financing use:	
	Transfer to Series 2012A DSF	\$ 388,850
	Transfer to Series 2013B DSF	\$ 86,688
	Transfer to Series 2019 DSF	\$ 2,109,650
	Transfer to Series 2021 DSF	\$ 1,681,200
	Transfer to Bus Stops/PNR SRF	\$ 740,676
	Transfer to Service Contracts SRF-Traveler	\$ 172,890
	Total expenditures & other financing uses	\$ 57,410,534
SPECIAL REVENUE FUND - SERVICE CONTRACTS		
	Fuel	\$ 950,462
	Operating	\$ 13,929,084
	Capital	\$ 1,005,985
	Total	\$ 15,885,531
SPECIAL REVENUE FUND - BUS STOPS AND PNR		
	Transit	\$ 1,156,776
SPECIAL REVENUE FUND - MID VALLEY TRAILS		
	Trails	\$ 124,222
DEBT SERVICE FUND - SERIES 2012A		
	Debt Service	\$ 492,850
DEBT SERVICE FUND - SERIES 2013B		
	Debt service	\$ 113,688
DEBT SERVICE FUND - SERIES 2019		
	Debt service	\$ 2,109,650
DEBT SERVICE FUND - SERIES 2021		
	Debt service	\$ 1,681,200
TOTAL OF ALL FUNDS		\$ 78,974,451

THAT, pursuant to C.R.S. 29-1-113, the Chief Financial and Administrative Officer of RFTA, is hereby requested and directed to immediately transmit a copy of this Resolution to the officer or employee of the Authority whose duty is to draw warrants or orders for the payment of money.

THAT, pursuant to Section 29-1-113, C.R.S., the Chief Financial and Administrative Officer of RFTA, is hereby further requested and directed to file an original or certified copy of this Resolution with the Division of Local Government in the Department of Local Affairs.

THAT, the 2023 appropriations made as set forth in this Resolution are to be read as one comprehensive and integrated document. In no event shall a Authority fund expend or contract to expend any money; or incur any liability; or enter into any contract which, by its terms, involves the expenditure of money for any purpose for which provision is made in the Resolution, associated working documents and the related public budget meetings/hearings, which is in excess of the amounts appropriated in this Resolution for such fund and/or purpose; nor which involves the expenditure of money inconsistent with the purposes, functions, restrictions, clarifications and/or specified monetary amounts as detailed and set forth within this Resolution, associated working documents and the related public budget meetings/hearings; nor which involves the expenditure of money for any purposes which is not identified within the aforementioned; unless prior to such expenditure the fund of the Authority has presented the same to the Board and the Board duly approves such expenditure in accordance with applicable law.

THAT, the Board hereby declares to be the legislative intent that the several provisions of this Resolution shall be severable, in accordance with the provisions set forth below:

THAT, if any provision of this Resolution is declared to be invalid by decision of any court of competent jurisdiction, it is hereby declared to be the legislative intent that:

- a. The effect of such decision shall be limited to that provision or provisions which are expressly stated in the decision to be invalid; and
- b. Such decision shall not affect, impair, or nullify this Resolution as a whole or any other part thereof, but the rest of this Resolution shall continue in full force and effect.

THAT, This Resolution was adopted in accordance with the governing documents of the Roaring Fork Transportation Authority and is now in full force and effect.

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

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

By: _____
Jeanne McQueeney, Chair of the RFTA Board of Directors

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 December 8, 2022; (b) the meeting was open to the public; (c) the Authority provided at least 48 hours’ written notice of such meeting to each Director and Alternate Director of the Authority and to the Governing Body of each Member of the Authority; (d) the Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of at least two-thirds of the Directors then in office who were eligible to vote thereon voting; and (e) the meeting was noticed, and all proceedings relating to the adoption of the Resolution were conducted, in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, as amended, all applicable bylaws, rules, regulations and resolutions of the Authority, the normal procedures of the Authority relating to such matters, all applicable constitutional provisions and statutes of the State of Colorado and all other applicable laws.

WITNESS my hand this 8th day of December, 2022.

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

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

Meeting Date:	December 8, 2022
Agenda Item:	Resolution 2022-29: Resolution Certifying and Levying a Property Tax of 2.65 Mills for the 2023 Budget Year
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:	Following adoption of the 2023 Budget and Appropriations’ resolutions, the Board should adopt Resolution 2022-29, which will certify RFTA’s 2.65 mill levy for the 2023 budget year (2022 tax year for 2023 collections).
Executive Summary:	<p>As a result of the successful passage of Ballot Issue 7A at the November 6, 2018 general election, RFTA has the authority to impose real property taxes and is required to certify the tax levies in December of each year.</p> <p>The Resolution 2022-29 is intended to certify the RFTA mill levy of 2.65 for the 2023 budget year (2022 tax year for 2023 collections).</p> <p>RFTA’s boundary includes all of Pitkin County and portions of Eagle and Garfield Counties; therefore, the mill levy has to be certified to each county as set forth in the Assessor valuations and the Form DLG-70 attached to Resolution 2022-29 to be submitted no later than December 15, 2022.</p> <p>The language in the voter-approved Ballot Issue 7A from the November 6, 2018 general election exempts RFTA from the TABOR Property Tax Limits (Article X, Section 20) and exempts RFTA from the statutory property tax revenue limit CRS 29-1-301 (the 5.5% limit). Staff has verified the exemption from TABOR Property Tax Limits (Article X, Section 20) with Bond Counsel. In addition, staff has verified the exemption from the statutory property tax revenue limit CRS 29-1-301 (the 5.5% limit) with the Colorado Department of Local Affairs, Division of Local Government.</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:	Inaccurate estimates of revenues and budgeted expenditures could result in the unanticipated use of fund balance in order to achieve the Authority’s goals and objectives.
Attachments:	Yes, please see Resolution 2022-29: Resolution Certifying and Levying a Property Tax of 2.65 Mills for the 2023 Budget Year and Exhibits A, B, and C, attached below.

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2022-29**

RESOLUTION CERTIFYING AND LEVYING A PROPERTY TAX OF 2.65 MILLS TO DEFRAY THE COST OF GOVERNMENT FOR THE ROARING FORK TRANSPORTATION AUTHORITY FOR THE 2023 BUDGET YEAR

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, upon due and proper notice, published in accordance with the state budget law, the 2023 RFTA budget was open for inspection by the public at a designated place and public hearings were held on December 8, 2022, and interested taxpayers were given an opportunity to file or register any objections to the 2023 budget; and

WHEREAS, Ballot Issue 7A adopted by the electors of RFTA at the November 6, 2018 General Election authorized the imposition of a real property tax pursuant to the authority granted to regional transportation authorities under Colorado Revised Statutes Section 43-4-605(j.5) and Section 43-4-612; and

WHEREAS, the Board has reviewed and approved the Department of Local Affairs Form DLG-70 Certifications of the Tax Levies for Eagle, Garfield and Pitkin Counties (“Form DLG-70”) and the Certifications of Valuation of the Eagle, Garfield and Pitkin County Assessors, collectively attached hereto respectively as Exhibits “A,” “B,” and “C.”

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the Roaring Fork Transportation Authority:

THAT, in accordance with the ballot issue approved by RFTA electors at the election held on November 6, 2018, there is hereby imposed, certified and levied (for the 2023 budget year) a tax of 2.65 mills upon each dollar of the total valuation for assessment of all taxable property within the borders of the Roaring Fork Transportation Authority for tax year 2022.

THAT, the Chief Executive Officer of RFTA, or his designee, is hereby authorized and directed to certify to the County Commissioners of Eagle, Garfield and Pitkin Counties, the mill levy for the Roaring Fork Transportation Authority as hereinabove determined and set, and also authorized and directed to certify the mill levy for the Roaring Fork Transportation Authority as hereinabove and set but as recalculated as needed upon receipt of the final certification of valuation from the Eagle, Garfield and Pitkin County Assessors in order to comply with any applicable revenue and other budgetary limits.

THAT this Resolution was adopted in accordance with the governing documents of RFTA, and that such resolution is now in full force and effect.

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

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

By: _____
Jeanne McQueeney, Chair

I, the Secretary of the Board of Directors (the "Board") of the Roaring Fork Transportation Authority (the "Authority") do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on December 8, 2022; (b) the meeting was open to the public; (c) the Authority provided at least 48 hours' written notice of such meeting to each Director and Alternate Director of the Authority and to the Governing Body of each Member of the Authority; (d) the Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of at least two-thirds of the Directors then in office who were eligible to vote thereon voting; and (e) the meeting was noticed, and all proceedings relating to the adoption of the Resolution were conducted, in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, as amended, all applicable bylaws, rules, regulations and resolutions of the Authority, the normal procedures of the Authority relating to such matters, all applicable constitutional provision and statutes of the State of Colorado and all other applicable laws.

WITNESS my hand this 8th day of December, 2022.

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

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of Eagle County, Colorado.

On behalf of the Roaring Fork Transportation Authority
(taxing entity)^A
 the Board of Directors
(governing body)^B
 of the Roaring Fork Transportation Authority
(local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 277,123,690
 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^E)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area^F the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: \$ 277,123,690
(NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)
USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED BY ASSESSOR NO LATER THAN DECEMBER 10

Submitted: 12/08/2022 for budget/fiscal year 2023
(no later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE <small>(see and notes for definitions and examples)</small>	LEVY ²	REVENUE ²
1. General Operating Expenses ^H	<u>2.65</u> mills	\$ <u>734,378</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< <u> </u> > mills	\$ < <u> </u> >
SUBTOTAL FOR GENERAL OPERATING:	<u>2.65</u> mills	<u>\$ 734,378</u>
3. General Obligation Bonds and Interest ^J	_____ mills	\$ _____
4. Contractual Obligations ^K	_____ mills	\$ _____
5. Capital Expenditures ^L	_____ mills	\$ _____
6. Refunds/Abatements ^M	_____ mills	\$ _____
7. Other ^N (specify): _____	_____ mills	\$ _____
	_____ mills	\$ _____
TOTAL: <small>[Sum of General Operating Subtotal and Lines 3 to 7]</small>	<u>2.65</u> mills	<u>\$ 734,378</u>

Contact person: Dan Blankenship Daytime phone: (970) 384-4981
(print)

Signed: _____ Title: Chief Executive Officer

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

¹ If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.
² Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's FINAL certification of valuation).

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of Garfield County, Colorado.

On behalf of the Roaring Fork Transportation Authority

the Board of Directors
(taxing entity)^A

of the Roaring Fork Transportation Authority
(governing body)^B
(local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 506,551,240 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57)^E

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area^F the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: \$ 502,227,540 (NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)
USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED BY ASSESSOR NO LATER THAN DECEMBER 10

Submitted: 12/08/2022 for budget/fiscal year 2023
(no later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE <small>(see end notes for definitions and examples)</small>	LEVY ²	REVENUE ²
1. General Operating Expenses ^H	<u>2.65</u> mills	\$ <u>1,330,903</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< > mills	\$ < >
SUBTOTAL FOR GENERAL OPERATING:	<u>2.65</u> mills	\$ <u>1,330,903</u>
3. General Obligation Bonds and Interest ^J	_____ mills	\$ _____
4. Contractual Obligations ^K	_____ mills	\$ _____
5. Capital Expenditures ^L	_____ mills	\$ _____
6. Refunds/Abatements ^M	_____ mills	\$ _____
7. Other ^N (specify): _____	_____ mills	\$ _____
_____	_____ mills	\$ _____
TOTAL: <small>[Sum of General Operating Subtotal and Lines 3 to 7]</small>	<u>2.65</u> mills	\$ <u>1,330,903</u>

Contact person: Dan Blankenship Daytime phone: (970) 384-4981
(print)

Signed: _____ Title: Chief Executive Officer

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of Pitkin County, Colorado.

On behalf of the Roaring Fork Transportation Authority,
 (taxing entity)^A
 the Board of Directors
 (governing body)^B
 of the Roaring Fork Transportation Authority
 (local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 3,690,059,560 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57)^E

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area^F the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: \$ 3,690,059,560 (NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)
USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED BY ASSESSOR NO LATER THAN DECEMBER 10

Submitted: 12/08/2022 for budget/fiscal year 2023
 (no later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE (see end notes for definitions and examples)	LEVY ²	REVENUE ²
1. General Operating Expenses ^H	<u>2.65</u> mills	\$ <u>9,778,658</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< > mills	\$ < >
SUBTOTAL FOR GENERAL OPERATING:	<u>2.65</u> mills	<u>\$ 9,778,658</u>
3. General Obligation Bonds and Interest ^J	_____ mills	\$ _____
4. Contractual Obligations ^K	_____ mills	\$ _____
5. Capital Expenditures ^L	_____ mills	\$ _____
6. Refunds/Abatements ^M	_____ mills	\$ _____
7. Other ^N (specify): _____	_____ mills	\$ _____
	_____ mills	\$ _____
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	<u>2.65</u> mills	<u>\$ 9,778,658</u>

Contact person: (print) Dan Blankenship Daytime phone: (970) 384-4981

Signed: _____ Title: Chief Executive Officer

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Shavano Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

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² Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's **FINAL** certification of valuation).

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

CEO REPORT

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

Ridership: Through **October, 2022**, RFTA’s year-to-date system-wide ridership was up **35.4%** compared to same period in 2021. Meanwhile the individual month of **October 2022** compared to October 2021 was only up **23.5%** system-wide.

The chart below compares year-to-date **October 2022** ridership with year-to-date **October 2019** pre-pandemic ridership. Overall, Year-to-Date system-wide ridership through **October 2022** was down **24%** compared to year-to-date system-wide ridership through **October 2019**. However, Valley ridership was only down **18%**.

Total Ridership YTD Comparison: 2019 vs. 2022			
Service	YTD Oct. 2019	YTD Oct. 2022	% Vari YTD 2022 to YTD 2019
Aspen	1,161,498	733,054	-37%
Valley	2,324,857	1,908,474	-18%
Hogback	85,811	117,252	37%
Other	1,037,968	758,350	-27%
Total	4,610,134	3,517,130	-24%

The chart below compares the month of **October 2022** with the pre-COVID month of **October 2019**. System-wide ridership In **October 2022** was down **12%** compared with **October 2019**. Hogback ridership was up **76%**.

Ridership Comparison: Oct. 2019 vs. Oct. 2022			
Service	Oct-19	Oct-22	% Vari Oct. 2021 to Oct. 2019
Aspen	64,697	39,324	-39%
Valley	189,420	153,438	-19%
Hogback	7,618	13,436	76%
Other	33,253	53,261	60%
Total	294,988	259,459	-12%

RFTA Mobile Ticketing Launches November 21st:

The response to RFTA's Mobile Ticketing app, so far, has been nothing short of phenomenal! As **Chart A**, below, indicates the number of user accounts created has steadily increased each day since the launch, and began skyrocketing with the sale of Winter Season Zone Passes on December 1 and 2.

A wealth of data can be generated by the app and various additional charts will be provided for review at the Board meeting. Sales through December 2, using the Mobile Ticketing app, can be seen on **Chart B** on the following page, with Winter Season Zone Passes generating the most revenue. **Chart C** on the following page provides a composite of user origin and destination information during the same time frame.



HOME



RFTA Mobile Tickets

Buy and use tickets and passes instantly on your phone

Chart A

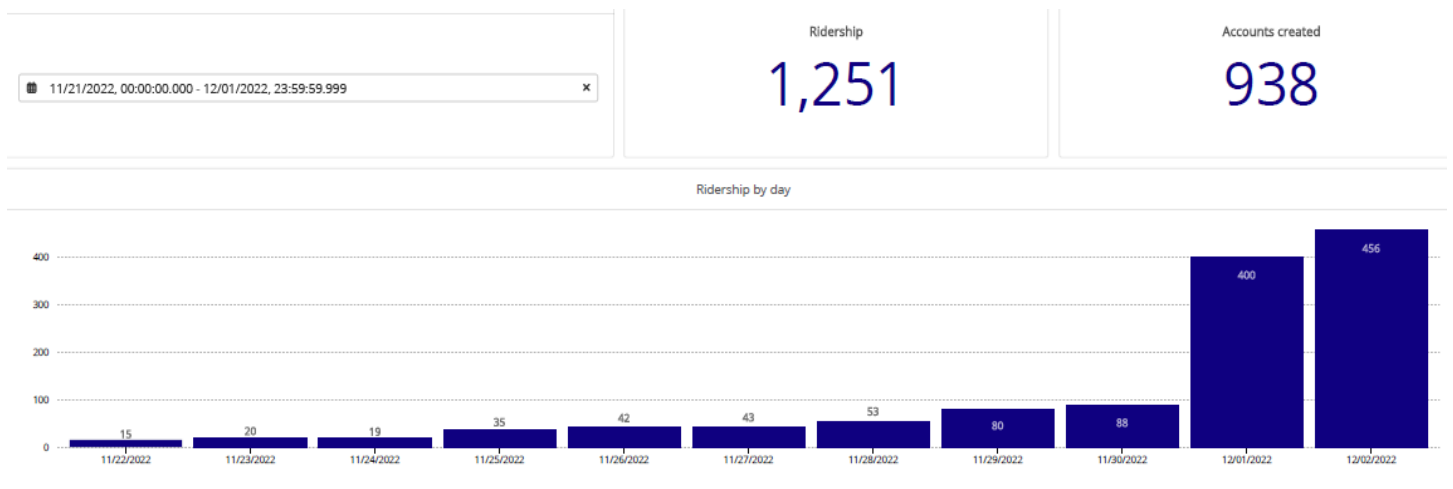
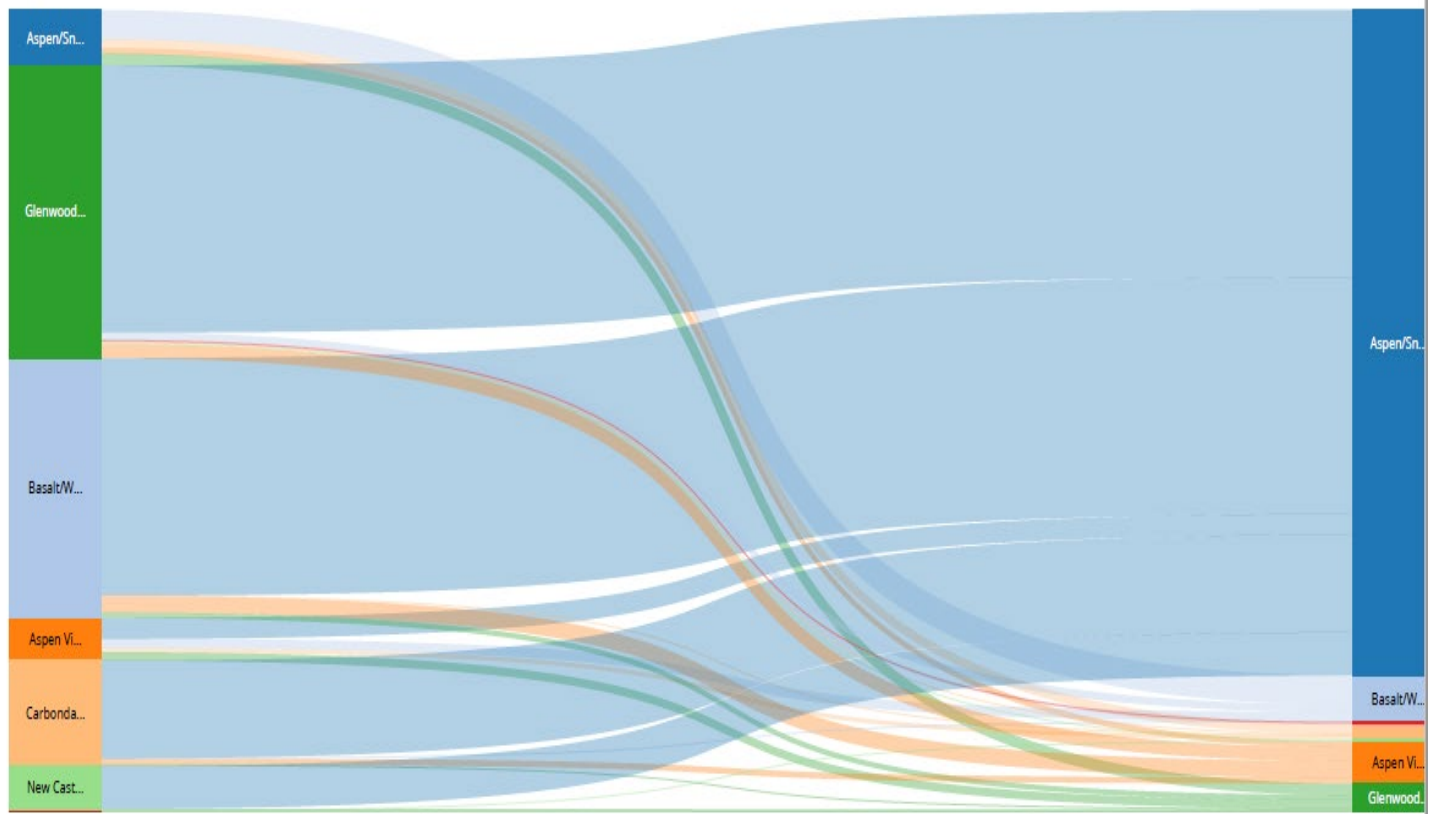


Chart B

	30 day	One-way	Round-trip	Winter seasonal	Youth pass	All
Sales Amount	\$324.00	\$884.25	\$1,021.50	\$288,713.00	\$65.00	\$291,007.75
% of Sales	0.111%	0.304%	0.351%	99.211%	0.022%	100%
Purchase Count	3	328	143	646	13	1,133
% of Total Transactions	0.265%	28.95%	12.621%	57.017%	1.147%	100%
Average Transaction Value	\$108.00	\$2.70	\$7.14	\$446.92	\$5.00	\$256.85

Chart C

Origin/Destination



Winter 2022/23 Readiness:

The Roaring Fork Transportation Authority utilizes an Operational Readiness calculator to determine whether or not we have the appropriate level of staffing to deliver a particular season scheduled service. For example, a 100% readiness means RFTA has the exact number of bus operators to cover the scheduled service. However, 100% readiness does not account for vacations, sick absences, FMLA or other reasons an employee might be away from work. Ideally, RFTA would have a 120% readiness to account for all the various absences the operations staff would be dealing with on a day-to-day basis and avoid excessive overtime. RFTA has established a threshold of 105% readiness before service reductions would be necessary to reliably deliver scheduled service.

RFTA's current staffing levels will have us below our operational readiness threshold for the month of December and will be accommodated through overtime. As this is not ideal or sustainable, we do feel that it is something we can accommodate on a short-term basis as we await new drivers to finish training. As new hire classes continue to graduate, we should meet our readiness goals by early February as seen in Table 1.

Table 1

	FT	Seasonal	Total	Readiness
11/21 - 11/29 (Start of winter Season)	137	10	147	100%
Graduate 6 New Drivers 11/29				
11/29 - 12/19 (Snowmass and Highland Open)	142	10	152	99%
Graduate 7 New Drivers 12/20				
12/20 - 01/09 (Buttermilk Opens)	148	13	161	97%
Graduate 10 New Drivers 01/10				
01/10 - 02/08	155	13	168	101%
Graduate 10 New Drivers 02/08				
02/08-End of Winter Season	165	13	178	107%

RFTA 2022 Work Plan for Destination 2040 Implementation:

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

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

E2 - Bike Share Expansion

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

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

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

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

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

C8 - 27th Street Parking Expansion

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

C13 – Town of Snowmass Village Transit Center

2022 Budget: \$500,000	% Complete: 20%	Last Updated: Dec. 2021
<ul style="list-style-type: none"> RFTA staff continue to coordinate with Town of Snowmass on the design and implementation of the Snowmass Transit Center. 		<ul style="list-style-type: none"> TOSV has requested \$1.5 million of funding from RFTA to help bridge funding gap. This request has been incorporated in the 2023 budget. TOSV received \$13.5m from FTA 5339 to help with additional costs of this project.


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

2022 Budget: \$3,800,392	% Complete: 30%	Last Updated: Nov. 2022
<ul style="list-style-type: none"> In 2022 RFTA staff plan to contract with a construction team and begin construction of the 27th Street and SH-82 Underpass in fall 2022. 		<ul style="list-style-type: none"> After receiving additional grant funding and permission to advertise the project from CDOT, the project is now on the street for solicitation of construction contractors. Bids to be Opened Dec. 12

S4 - Buttermilk Underpass

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

S7 - Glenwood Maintenance Facility (GMF) Expansion

2022 Budget: \$28,246,556	% Complete: 30%	Last Updated: Dec. 2022
<ul style="list-style-type: none"> 2022 Budget includes remaining funding for Phase 2 Construction: Grading, Excavation, Fleet Maintenance Build Renovation & Expansion. Construction funding for phases 3,4,5,7 has been appropriated in 2022 Annual Budget. 	<p>Phase 2</p> <ul style="list-style-type: none"> Project Complete. Vehicle Maintenance Staff moved into new space. <p>Phase 3,4,5,7</p> <ul style="list-style-type: none"> All permits for construction have been obtained. Construction began October 2022. Design at 90% 	 <p>South wall construction</p>



Grading and Soil Processing at GMF for Phase 3, 4, 5 and 7

Phase 6 (Transit Center and Operations Center)

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

S10 - Replacement Office/Housing

2022 Budget: \$895,165	% Complete: 10%	Last Updated: Dec. 2022
<ul style="list-style-type: none"> • Staff has received a Housing Feasibility study in Dec. 2021 and will use this document to help craft a recommendation for a 2023 Strategic Initiative to begin construction in 2023. 		<ul style="list-style-type: none"> • RFTA has closed and now owns the Rodway Inn Hotel. • RFTA is preparing for remodel work to accommodate staff in Sept. 2023. • Staff working to develop a comprehensive RFTA Housing Policy.

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

Please see “11-10-2022 Planning Department Update.pdf,” included in the November 2022 RFTA Board Meeting Portfolio.pdf, attached to the email transmitting the RFTA Board Meeting Agenda packet.

2022 Actuals/Budget Comparison (October YTD)

2022 Budget Year				
General Fund	October YTD			
	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales and Use tax (1)	\$ 26,988,065	\$ 25,555,430	5.6%	\$ 36,681,900
Property Tax	\$ 12,238,929	\$ 11,876,000	3.1%	\$ 11,876,000
Grants	\$ 2,801,244	\$ 2,801,244	0.0%	\$ 55,252,968
Fares (2)	\$ 3,532,120	\$ 3,495,351	1.1%	\$ 4,108,500
Other govt contributions	\$ 553,333	\$ 553,333	0.0%	\$ 1,953,160
Other income	\$ 1,473,585	\$ 1,082,821	36.1%	\$ 1,451,380
Total Revenues	\$ 47,587,276	\$ 45,364,179	4.9%	\$ 111,323,908
Expenditures				
Fuel	\$ 1,487,790	\$ 1,748,602	-14.9%	\$ 2,160,194
Transit (3)	\$ 26,617,240	\$ 28,559,908	-6.8%	\$ 36,066,064
Trails & Corridor Mgmt	\$ 577,295	\$ 588,614	-1.9%	\$ 896,000
Capital	\$ 3,730,507	\$ 3,718,794	0.3%	\$ 90,512,052
Debt service	\$ 976,782	\$ 976,781	0.0%	\$ 1,529,984
Total Expenditures	\$ 33,389,615	\$ 35,592,698	-6.2%	\$ 131,164,294
Other Financing Sources/Uses				
Other financing sources	\$ 11,192	\$ -	#DIV/0!	\$ 3,669,760
Other financing uses	\$ (4,982,359)	\$ (4,982,359)	0.0%	\$ (4,986,970)
Total Other Financing Sources/Uses	\$ (4,971,167)	\$ (4,982,359)	-0.2%	\$ (1,317,210)
Change in Fund Balance (4)	\$ 9,226,495	\$ 4,789,122	92.7%	\$ (21,157,596)

- (1) Sales and Use Tax Revenues are received 2 months in arrears (i.e. August sales and use tax revenue is deposited and recorded in October).
- (2) Through October, fare revenue and ridership have increased by 4% and 35%, respectively, compared to the prior year. The primary reason for the lag in fare revenues is due to the Alternative Regional Commuter Fare Structure change implemented in November 2021. Due to COVID-19 social distancing measures, RFTA operated under a 50% seated capacity limitation until June 2021 which increased to 100% seated capacity contributing to the ridership increases. The Maroon Bells Bus Tour began on May 27, 2022 which was earlier than the 2022 Budget start date of June 6, 2022. The chart below provides a YTD October 2021/2022 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 10/2021	YTD 10/2022	Increase/ (Decrease)	% Change
Regional Fares	\$ 2,040,737	\$ 2,283,050	\$ 242,313	12%
Maroon Bells	\$ 1,332,177	\$ 1,223,314	\$ (108,863)	-8%
Total Fare Revenue	\$ 3,372,914	\$ 3,506,364	\$ 133,450	4%
Ridership on RFTA Regional Services*:	YTD 10/2021	YTD 10/2022	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	480,134	671,661	191,527	40%
BRT	533,259	719,308	186,049	35%
SM-DV	14,277	37,717	23,440	164%
Grand Hogback	60,258	117,252	56,994	95%
Maroon Bells	218,889	215,101	(3,788)	-2%
Total Ridership on RFTA Fare Services	1,306,817	1,761,039	454,222	35%
Avg. Fare/Ride	\$ 1.88	\$ 1.48	\$ (0.40)	-21%
Avg. Fare/Ride MB	\$ 6.09	\$ 5.69	\$ (0.40)	-7%

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

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage October YTD				Hours October YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	3,239,540	3,570,244	(330,704)	-9.3%	148,947	160,484	(11,537)	-7.2%
City of Aspen	482,773	478,250	4,523	0.9%	55,142	54,207	935	1.7%
Aspen Skiing Company	206,375	208,699	(2,324)	-1.1%	15,023	15,683	(661)	-4.2%
Ride Glenwood Springs	95,037	98,774	(3,737)	-3.8%	8,184	8,204	(20)	-0.2%
Grand Hogback	345,358	355,620	(10,262)	-2.9%	15,788	17,366	(1,578)	-9.1%
Specials/Charters	8,616	14,320	(5,704)	-39.8%	506	913	(407)	-44.6%
Senior Van	7,173	8,610	(1,437)	-16.7%	1,126	1,473	(346)	-23.5%
MAA Burlingame	12,470	23,847	(11,377)	-47.7%	1,128	1,688	(560)	-33.2%
Maroon Bells	82,913	97,832	(14,919)	-15.2%	6,737	7,811	(1,074)	-13.8%
Subtotal - Transit Service	4,480,257	4,856,197	(375,940)	-7.7%	252,581	267,830	(15,248)	-5.7%
Training & Other	15,069	16,787	(1,718)	-10.2%	19,004	26,978	(7,974)	-29.6%
Total Transit Service, Training & Other	4,495,326	4,872,984	(377,658)	-7.8%	271,586	294,808	(23,222)	-7.9%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report				
Service	Oct-21 YTD	Oct-22 YTD	# Variance	% Variance
City of Aspen	561,695	733,054	171,359	30.51%
RF Valley Commuter	1,405,085	1,908,474	503,389	35.83%
Grand Hogback	60,258	117,252	56,994	94.58%
Aspen Skiing Company	213,539	338,431	124,892	58.49%
Ride Glenwood Springs	112,717	156,104	43,387	38.49%
X-games/Charter	5,662	17,770	12,108	213.85%
MAA Burlingame	19,943	30,090	10,147	50.88%
Maroon Bells	218,889	215,101	(3,788)	-1.73%
Senior Van	1,146	854	(292)	-25.48%
Total	2,598,934	3,517,130	918,196	35.33%
Subset of Roaring Fork Valley Commuter Service with BRT in 2022				
Service	YTD Oct 2021	YTD Oct 2022	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	480,134	671,661	191,527	39.89%
BRT	533,259	719,308	186,049	34.89%
Total	1,013,393	1,390,969	377,576	37.26%

2023 RFTA Annual Budget – Preliminary Schedule

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

Line of Credit

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.

As indicated at the November 2022 Board meeting, the annual renewal process was started for the \$1 million line of credit with Alpine Bank, which has a maturity date of December 15, 2022. During this renewal process, it was determined the need for the line of credit has diminished as RFTA's financial health is stronger with a larger fund balance and operating and capital reserves. To date, RFTA has never drawn down against this line of credit. RFTA will pass on the annual renewal of the line of credit with Alpine due to these reasons.

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

Facilities, Railroad Corridor & Rio Grande Trail Update

Glenwood Maintenance Facility (GMF): The Phase II expansion is in the punch list phase. Staff continues to work with the Project Management team on a punch list of items that require repair before the construction contract is closed out.

Rodeway Inn Facility (need new name): Staff has taken over management of the Rodeway Inn and is working through the design process to convert the existing hotel rooms into employee housing units with S.E.H., RFTA's contract engineering firm. (ongoing)

Right-of-Way Land Management Project: Along with its legal and engineering consultants, RFTA staff will be working on the following tasks in 2022:

- Staff now utilizes a land use review process for projects proposing to impact the Railroad Corridor. This process allows staff to have railroad and legal experts review, assess and report on proposed development impacts along the Railroad Corridor along with making recommendations regarding potential mitigation for the impacts that RFTA can provide to permitting jurisdictions. (ongoing)
- Staff is also in the process of approaching every adjacent, unlicensed property owner and working with them to get a license in place for access across, or encroachments into the RFTA Railroad Corridor. Identifying each of the property owners has proven a bit challenging. However, staff is in the process of compiling a detailed list of every adjacent property owner, and will begin approaching each property owner on a county-by-county basis. (ongoing)
- Based on comments received from the RFTA Board members at the 02/11/2021 meeting, staff has been focusing on working with Paul Taddune and the rail attorneys, to bring some longstanding licensees into compliance with the terms of their license agreements, securing license agreements with unlicensed adjacent property owners, and working to eliminate all outstanding encroachments. We are also working with Paul and the rail attorneys on several ditch concerns, and determine a path to finalize agreements involving property boundary disputes. (ongoing)

Land Use Applications:

Current Applications:

- Holy Cross Fiber Project- All permits approved, project is underway.
- Pitkin County Gerbaz Bridge- Geo tech complete, waiting on the report.

- Pitkin County- Basalt High School- Discussed open trench ideas with Farnsworth Group. We are supportive of switching methods as long as they meet requirements and items discussed on 11/16/2022.

Outstanding Applications:

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

Rail Car Issues:

- Rail cars have made several improvements without authorization from RFTA. Installed a new water tank without a permit.
 - Illegally hooked into the power grid.
 - Made multiple exterior improvements, including cutting and removing rail, landscaping, installing privacy fence.
 - Pitkin County Com-Dev. Has red-tagged the rail cars and RFTA has to cure by 9/17/22.
 - Staff is working with the state rail attorney to resolve. Will bring a recommendation to the RFTA Board for resolution, once a resolution is determined. (ongoing)
- **Recreational Trails Plan (RTP)** – The Planning Department is working with regional stakeholders to update the 2005 Recreational Trails Plan (RTP). Following unanimous RFTA Board adoption of the Access Control Plan (ACP) in early 2018, the RTP is the second component plan of the larger Corridor Comprehensive Plan that guides management of the entire Rio Grande Railroad Corridor from Glenwood Springs to Aspen. (ongoing)
 - **Rail Salvage Project** – Staff has been tasked with developing a statement of work for, and removal of all rail between 8th Street and 23rd Street in Glenwood Springs in 2023. Staff is waiting on the intersection repair design for the rail salvage scope of work. The rail salvage project will go forward in 2023. (ongoing)
 - **Wingo Bridge Rehabilitation Project** – The repair project is underway as of the first full week of October 2022. The repairs will likely carry over into 2023. (ongoing)
 - **Covenant Enforcement Commission (CEC)** – Staff has completed the annual CEC assessment and the direction received from the RFTA Board of Director's is to go forth and manage the Railroad Corridor and clean-up all encroachments, license approved uses and remove all unapproved uses. During the annual CEC meeting November 4, 2022, an adjacent property owner made a request to keep their encroachments in the covenant areas. Paul Taddune has requested a follow up CEC meeting to discuss options to address this request. If you are a CEC member or alternate, please login to the doodle poll and provide your availability for this second meeting in January.
<https://doodle.com/meeting/participate/id/b2xXyjje>
 - **Federal Grant Right of Way (fgrow) project** – Staff continues to identify and approach adjacent property owners located in the fgrow areas in an attempt to negotiate the exchange of Bargain and Sale deeds. Staff has completed the Carbondale section and has started the conversation with Pitkin County to work through an exchange involving the Phillips property. Pitkin County purchased the Phillips property a few years ago. They now control the Phillips homestead and the Phillips trailer park. (Ongoing)
 - **Mid Valley Trails Committee (MVTC)** – The RFTA Board and the Eagle County BOCC have agreed to have RFTA take over management of the MVTC effective 01/01/23. Staff is working with the committee to implement new policies and procedures for the MVTC and will be adding additional members to this committee over the next couple of RFTA Board meetings. (ongoing)



- Staff is staying busy out on the trail!
 - Our full-time, year-round Trail Technician, Jud Lang, has been out on the trail working hard to give ALL trail users a great experience.
 - Staff has been out pulling weeds, sweeping, debris blowing, clearing limbs and sightlines, mowing, cleaning up trailheads and vault toilets, plowing snow, etc. to make sure the trail is safe and clean.
- Staff recently installed 2 more trail head kiosks (replaced existing with new). These kiosks are full of trail information and a user friendly map to help orient trail users.
- Staff continues working with Carbondale Arts to beautify the corridor through the Town of Carbondale, called the “Rio Grande ArtWay.”
 - The next big project is the Youth Art Park, and it will be located just north of Town Hall and the Carbondale Rec Center. Construction activity and concrete work has begun! Phase 1 of this project should be completed in 2023.
- Goat Green arrived to work the RGT Corridor with 226 goats, several herding dogs, electric fence, etc. on August 18 and finished the project on September 28. The 2022 project area included Emma/Sopris Creek (and headed down valley) to Rock Bottom Ranch. The goats cleared approximately 25 acres this year.
- Earth Wise Horticultural worked on remedying 20 locations with hazardous trees.
- The annual CEC Meeting occurred on Friday, November 4. Our 3rd-party consultant presented his report to the CEC Board and Staff presented our report as well.
- Some 2022 projects that we have completed or underway are listed below:
 - Wingo Bridge Maintenance/Repair.
 - ◆ Contractor mobilized first week of October to get this important repair project started. Project goal is to repair the concrete pier footings.
 - ◆ Coordination with Pitkin County is ongoing, as they are a partner.
 - Rio Grande Trail – 20-year maintenance plan (draft).
 - Re-vegetation efforts and corridor restoration efforts. 2022 is year # 7 utilizing goats to help build soil health, control vegetation, and hopefully in the end help to snuff out noxious weeds.
 - Rio Grande ArtWay improvements and maintenance.
 - Kiosk Construction – 2 locations to be completed in the fall of 2022 include the CMC and Carbondale East trail heads.
 - Adopt-a-Trail and RFOV project collaborations.
 - Remove hazardous trees along the 21 miles of RFTA maintained section.
 - Complete the annual CEC tour, report, and meeting.