

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

TIME: 8:30 a.m. – 11:00 a.m., Thursday, October 12, 2023

LOCATION: Carbondale Town Hall, Room 1, 511 Colorado Ave., Carbondale, CO 81623

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

(This Agenda may change before the meeting)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	8:30 a.m.
2	Public Hearing:			
	A. Proposed Service Level Reductions for the 2023 – 2024 Winter Season, due to Bus Operator Shortage – Kurt Ravenschlag, COO, page 3	2.1	Public Hearing	8:31 a.m.
3	Approval of Minutes: RFTA Board Meeting September 14, 2023, page 6		Approve	8:35 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	8:40 a.m.
5	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	8:45 a.m.
6	Presentations/Action Items:			
	A. 2 nd Draft of the RFTA 2024 Budget – Michael Yang, CFAO and Paul Hamilton, Director of Finance, page 26	4.2.5	Discussion /Action	9:00 a.m.
	B. 27 th St. Ped Crossing Update – Ben Ludlow, Interim Senior Project Manager, page 53	2.1.2	Discussion /Action	9:30 a.m.
7	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 54	2.8.6	FYI	9:50 a.m.
8	Executive Session: Paul Taddune, General Counsel: One Item: 1) Pursuant to C.R.S. 24-6-602 (e) and (f): Personnel Matters: Succession Planning		Executive Session	10:00 a.m.
9	Issues to be Considered at Next Meeting:			
	To Be Determined at October 12, 2023 Board Meeting	4.3	Meeting Planning	10:50 a.m.
10	Next Meeting: 8:30 a.m. – 11:30 a.m., November 9, 2023, In-person at Carbondale Town Hall or via WebEx Teleconference (Details to be provided later).	4.3	Meeting Planning	10:55 a.m.
11	Adjournment:		Adjourn	11:00 a.m.

-- Do not delete or change any of the following text. --

When it's time, join your Webex meeting here.

[Join meeting](#)

More ways to join:

Join from the meeting link

<https://rfta.webex.com/rfta/j.php?MTID=m4a48b2a40ee75a368b86087d489f9d56>

Join by meeting number

Meeting number (access code): 2631 522 2340

Meeting password: i2TAatgym52

Tap to join from a mobile device (attendees only)

[1-877-668-4493,26315222340##](tel:1-877-668-4493,26315222340##) Call-in toll-free number (US/Canada)

[+1-650-479-3208,26315222340##](tel:+1-650-479-3208,26315222340##) Call-in toll number (US/Canada)

Join by phone

1-650-479-3208 Call-in toll number (US/Canada)

1-877-668-4493 Call-in toll-free number (US/Canada)

[Toll-free calling restrictions](#)

Join from a video system or application

Dial [26315222340@rfta.webex.com](tel:26315222340@rfta.webex.com)

You can also dial 173.243.2.68 and enter your meeting number.

If you are a host, [click here](#) to view host information.

Need help? Go to <https://help.webex.com>

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 2. A.

Meeting Date:	October 12, 2023
Subject:	Winter 2023/2024 Recommended Service Reductions
Strategic Outcome:	High Performing Organization
Strategic Objective:	7.4 Actively engage the public about plans, projects and service changes
Presented By:	Kurt Ravenschlag, COO
Staff Recommends:	That the board review and approve the recommended Winter 2023/2024 service reductions to accommodate projected staffing levels for the upcoming winter season.
Executive Summary	<p>In response to bus operator shortages, RFTA is recommending specific service reductions to our winter season services.</p> <p>HOGBACK (HGB) SERVICE: 5 outbound & 5 inbound trips removed between New Castle & Glenwood Springs</p> <ul style="list-style-type: none"> • Reductions will be made during non-peak commuting hours <p>HIGHLANDS FLYER (FL) SERVICE: Elimination of service</p> <ul style="list-style-type: none"> • Transfer required at 8th street or Maroon Creek roundabout from regional buses for trips from Brush Creek Park & Ride to Highlands. <p>HIGHLANDS (AH) SERVICE: 1 bus removed from weekday Highlands Service</p> <ul style="list-style-type: none"> • Reduced frequency of Highlands Service between Aspen and Highlands, 20 minutes during peak periods • Full service will remain during skier service hours on Saturdays and Sundays <p>VELOCIRFTA (BRT) SERVICE: 15 trips reduced daily</p> <ul style="list-style-type: none"> • 10-minute headways during peak service (7 minutes in past Winter service plans) • Trips reduced to align with Summer 2023 service levels
Background/ Discussion:	<p>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. RFTA targets 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.</p> <p>RFTA has developed a service reduction plan for the winter season of 2023/2024 in the anticipation that RFTA will not hit its Operational Readiness targets. RFTA has learned that there can be great fluctuation of staffing levels and operational readiness in the early weeks of a new season. RFTA is anticipating to be below our operational</p>

readiness threshold at the beginning of the winter season. As a result, RFTA is preparing for service reductions to begin the 2023/2024 winter season to allow for the reliable delivery of scheduled services.

The areas that RFTA is proposing to reduce service for winter season 2023/2024 is as follows:

HOGBACK (HGB) SERVICE: 5 outbound & 5 inbound trips removed between New Castle & Glenwood Springs

- Reductions will be made during non-peak commuting hours

HIGHLANDS FLYER (FL) SERVICE: Elimination of service

- Transfer required at 8th street or Maroon Creek roundabout from regional buses for trips from Brush Creek Park & Ride to Highlands.

HIGHLANDS (AH) SERVICE: 1 bus removed from weekday Highlands Service

- Reduced frequency of Highlands Service between Aspen and Highlands, 20 minutes during peak periods
- Full service will remain during skier service hours on Saturdays and Sundays

VELOCIRFTA (BRT) SERVICE: 15 trips reduced daily

- 10-minute headways during peak service (7 minutes in past Winter service plans)
- Trips reduced to align with Summer 2023 service levels

These proposed reductions will get RFTA to a **114%** Readiness compared to less than **105%** without service reductions.

The recommended service reductions were chosen based on productivity (number of passengers riding during those times) and service redundancy (there being alternate buses or routes to facilitate the same trip).

Summary of Public Outreach

RFTA conducted a public involvement effort to gather community input regarding the proposed winter service reductions starting November 21, 2023. This outreach included three community input sessions, each strategically held at bus stops in Glenwood Springs and Aspen. Bilingual hosts and materials were present to facilitate engagement with community members at all sessions. An online form was available for individuals who could not attend a session. These outreach efforts aimed to foster open dialogue, gather community preferences, and ensure that the proposed winter service reductions align with the needs and priorities of RFTA riders, enhancing the decision-making process for RFTA's winter service planning.

During these sessions, roughly 80 individuals participated in conversations with the table hosts. To further capture opinions, hosts distributed over 250 paper flyers with an online input link, available in both English and Spanish. The in-person feedback was mostly positive and accepting of the proposed service reductions when the changes were explained and the reasonings. A handful of community members were concerned with full BRT buses in the mornings headed up valley and evenings leaving Rubey Park. It was explained that with these service levels, RFTA will have

	<p>more capability to add in backup buses as needed during busy commuter hours. A few up-valley residents were disappointed with the elimination of the Highlands Flyer service. Approximately 22 online forms were filled out; the majority of the on-line form submissions were questions about the service reductions that will be followed up by RFTA staff via their submitted contact information.</p> <p>If Staffing Conditions Change If staffing levels increase beyond current projections prior to winter season or within the winter season, we will likely be able to add back some of these reduced services.</p>
Governance Policy:	POLICY 2.1 TREATMENT OF THE PUBLIC
Fiscal Implications:	Reduced Operational Expenses spanning 2023 and 2024.
Attachments:	Yes, please click on link: " Public Outreach Boards - 2023 Winter Service Reductions.pdf ," or see, "Public Outreach Boards - 2023 Winter Service Reductions.pdf," included in the October 2023 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet.

**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
September 14, 2023**

Board Members Present:

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

Non-Voting Alternates Present (via WebEx):

Sam Rose (City of Aspen); Francie Jacober (Pitkin County)

Staff Present (via WebEx):

Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial Administrative Officer (CFAO); Kurt Ravenschlag, Chief Operating Officer (COO); Nicole Schoon, Secretary to the Board of Directors; Angela Henderson, Brett Meredith, and Sarah Faichney, Facilities and Trails Department; Paul Hamilton, Director of Finance; Jason White, Assistant Planner; Jamie Tatsuno, and Joni Christenson, Communications Department; David Pesnichak, Mobility Coordinator; Tammy Sommerfeld and Rebecca Hodgson, Procurement Department; Craig Dubin, Special Projects Manager; Dawn Dexter, Operations Manager; Ed Cortez, President ATU Local 1774; Mark Scruton, Operations Manager, Trish Savoy, Peter Magjerski and James Scannell, Bus Operators

Visitors Present (via WebEx):

David Knapp, PhD; (Tom Weihe (Kutak Rock); Lynn Rumbaugh (City of Aspen); Sam Guarino (Town of Snowmass Village); Mirte Mallory (We-cycle); John Rushenberg (citizen)

Agenda

1. Call to Order/Roll Call:

Jeanne McQueeney called the RFTA Board of Directors to order at 8:31 a.m. McQueeney declared a quorum to be present (8-member jurisdictions present) and the September 14, 2023, RFTA Board of Directors meeting began at 8:32 a.m.

2. Executive Session:

Four (4) Issues: 1) 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: Burkett Quiet Title action. **2)** Pursuant to C.R.S. 24-6-402 4(e)(I): Determining positions that may be subject to negotiations; developing strategy for negotiations and instructions for negotiators: Rodeway Inn Renovation Contract. **3)** Pursuant to C.R.S. 24-6-402 4(e)(I): Determining positions that may be subject to negotiations; developing strategy for negotiations and instructions for negotiators: Proposed Amendment to the Collective Bargaining Agreement; and **4)** Pursuant to C.R.S. 24-6-602 (e) and (f): Personnel Matters: Succession Planning

Bill Kane moved to adjourn from the Regular Board Meeting into the Executive Session, and Greg Poschman seconded the motion. The motion was unanimously approved. Executive Session began at 8:34 a.m.

Staff Present: Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial Administrative Officer (CFAO); Kurt Ravenschlag, Chief Operating Officer (COO); Nicole Schoon, Secretary to the Board of Directors; Angela Henderson, Assistant Director of Facilities

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

No action was taken during the Executive Session, which adjourned at 10:02 a.m.

3. Approval of Minutes:

Alyssa Shenk moved to approve the August 10, 2023 Meeting Minutes, and Poschman seconded the motion. The motion was unanimously approved.

4. Public Comment:

McQueeney asked if any member of the public would like to address the Board or make a comment regarding items not on the September 14, 2023 Board Agenda.

No members of the public had any comments.

McQueeney closed Public Comments at 10:03 a.m.

5. Items Added to Agenda – Board Member Comments:

McQueeney asked if there were any items that needed to be added to the September 14, 2023, Board meeting Agenda.

One item was added to the Agenda: Approval of the Purchase, Acquisition, Lease, Transfer, or Sale of any Real, Personal or Other Property Interests: Donna Burkett Quiet Title Action.

Poschman moved to approve the Purchase, Acquisition, Lease, Transfer, or Sale of any Real, Personal or Other Property Interests: Donna Burkett Quiet Title Action, and Torre seconded the motion. The motion was unanimously approved.

McQueeney asked if any Board member had any comments or questions regarding issues not on the September 14, 2023, Board meeting Agenda.

Shelley Kaup passed along a “Thank You” to RFTA staff from Steve Smith who is a part of the Glenwood Springs Bicycle Advocates. The Glenwood Springs Bicycle Advocates had recommendations for revisions to the bike/pedestrian detour along the 27th Street detour, and RFTA was very responsive in getting those in place. Those recommendations made that part of the bike path much safer.

Kaup also stated that the City of Glenwood Springs has recently hired Lee Barker as their new Transportation Engineer.

Francie Jacober stated that traffic in Aspen has not been as bad as she was predicted with the construction that is currently in progress. People are working from home and riding RFTA to get to their destinations.

Colin Laird let the Board know that next Thursday, September 21, Drive Clean Colorado, CLEER, and Garfield Clean Energy will be hosting the Three Rivers Clean Mobility Summit and Expo at the Glenwood Springs Community Center.

Laird stated that he is working with Ben Bohmfalk, Roaring Fork School District, COO to host a workshop for individuals interested in a housing buy-down program, like the one that Eagle County has in place, in order to help with the housing issue in the Roaring Fork Valley.

McQueeney closed Board Comments at 10:07 a.m.

6. Consent Agenda:

A. Approval of Declaration of Deed Restriction and Agreement Concerning the Occupancy of Certain Rental Units At 52039 Highway 6 & 24, City of Glenwood Springs, Garfield County – Mike Hermes, Director of Facilities

In 2022, to help address the lack of affordable housing in the community and to help stimulate the redevelopment of the older, underperforming motels, the City of Glenwood Springs passed several municipal code revisions and created an “extended stay motel” category within the municipal code to encourage developers to convert these older motels into affordable housing. These revisions created a way to lease motel rooms for longer periods than traditional motels, developed standards for the renovations, and waived several requirements related to open space, parking, and utility impact fees.

To ensure that a portion of these renovated units remained affordable and were leased to lower-income citizens, the City also required the developer to deed restrict 35% of the units in the development. These deed restrictions limit the amount a unit can be rented for to not more than 120% of the Garfield County AMI as established by the Colorado Housing and Finance Authority.

To be able to pull a building permit for the Iron Mountain Place employee project, RFTA will need to deed restrict 35% (or 15) of the units on the property.

Shenk moved to approve the Declaration of Deed Restriction and Agreement Concerning the Occupancy of Certain Rental Units At 52039 Highway 6 & 24, City of Glenwood Springs, Garfield County, and Art Riddile seconded the motion. The motion was unanimously approved.

7. Presentations:

A. 1st Draft of the RFTA 2024 Budget – Michael Yang, CFAO and Paul Hamilton, Director of Finance

Services

- The 2024 budget is based on 2023 service levels with updates for seasonal changes. Service reductions for the upcoming 2023/2024 winter season may be needed.
- Transit service hours and miles reflect a 0.9% and 2.1% increase over 2023 projections, respectively.

Challenges, Issues, and Opportunities

- Two major construction projects will be completed in 2024 which will result in increased operating costs.
 - *Glenwood Springs Maintenance Facility (GMF) Phases, 3, 4, 5 and 7 Project*
 - *RFTA 27th Street Pedestrian Underpass*
 -

- The following initiatives are being monitored for potential budgetary needs:
 - *Compensation Market Survey*
 - *ZEV Roadmap Study*
 - *Housing Policy and Program Study*
 - *CEO Succession Planning*
- **Property Tax Revenues:** RFTA's current mill levy of 2.65 is exempt from the TABOR Property Tax Limits and from the statutory property tax revenue limit C.R.S. 29-1-301 (5.5% limit).
- **Staffing Levels:** RFTA ended the 2022/2023 winter season approximately 40 bus operators below its goal, resulting in service reductions for the Summer Season.
- The **economy** remains fragile with slow job growth, net layoffs, reduced unemployment rates, shortage of workers and housing, and higher interest rates and inflation. Continued increases to the costs for materials, goods, bus parts and supplies, fuel, and capital projects are anticipated.
- In the first draft of the 2024 budget, which does not include anticipated final compensation and benefits cost increases or 2024 strategic initiatives, approximately \$17.0 million is available for capital projects and other strategic initiatives before any use of fund balance.
- **Sales and Use Tax** revenues is the Authority's primary source of revenue and may be volatile with increases and decreases varying among each member jurisdiction.
 - RFTA received preliminary sales tax estimates from each member jurisdiction's Finance Department 2024. The preliminary 2024 overall sales tax projection includes a 0.5% increase.
 - Use tax is projected flat compared to the 2023 forecast.
- **Property Tax** revenues for the 2023 tax year, with collections in 2024, which will have the following impacts from Colorado Senate Bill 22-238:
 - Non-multi-family residential property will be reduced from 6.95% to 6.765%.
 - Multi-family residential property will be reduced from 6.8% to 6.765%.
 - Commercial property, excluding agriculture and renewable energy and oil & gas, will be reduced from 29% to 27.9%.
 - The full 2.65 mill levy is included in the 2024 1st draft budget. As a result, the preliminary 2024 property tax revenues include a 61.6% increase.
 - All property requires a two-year reassessment, and all properties are reassessed every odd-number year. Therefore, the 2023 tax year is a reassessment year.
- **Transit Fuel:** Unleaded gasoline and diesel contracts have been executed for the majority of RFTA's 2024 fuel needs. The weighted average price for unleaded gasoline and diesel includes a 13.1% and 9.9% decrease, respectively.
- **Health Care:** RFTA's County Health Pool renewal rates reflect a 10% increase in health insurance premiums, 10% increase in dental insurance premiums, and no change to vision premiums.

- **Compensation:** Management continues to review and refine RFTA's compensation package with respect to wages, incentive programs, and benefit enhancements, including employee housing. Employers Council is conducting a market survey is currently underway, for all positions. The 1st draft of the budget does not include any potential compensation package adjustments, but does include scheduled pay increases in accordance to the Collective Bargaining Unit for full-time bus operators and a merit increase of up to 4% for all other employees on their anniversary date.
- **Destination 2040:** RFTA and its partners continue to implement the 2023-2028 Regional Bikeshare Plan, with expansion of the Pitkin County system planned in 2024, and the expansion of the Town of Snowmass Village and the implementation of the City of Glenwood Springs system slated for 2025. In 2024, there will be ongoing operating and capital support for the existing systems in the City of Aspen, the Town of Snowmass Village, Pitkin County, the Town of Basalt, Eagle County, and the Town of Carbondale.
 - WE-Cycle items: 1) \$1.6 million in contributions for annual ongoing operating costs, 2) \$379,500 for capital, startup equipment, and capital replacement costs, and 3) \$656,000 in Local Government Contributions from the EOTC and member contributions. RFTA's net cash contribution to 2023 Bikeshare Operations and Capital Financing Plan is \$1.3 million.
- **First and Last Mile Mobility (FLMM) Grant Program:** Total request of approximately \$537,308 (\$387,308 for 5 grant applications and \$150,000 for the Town of Carbondale placeholder). The 1st draft budget has incorporated the amounts requested below, totaling \$537,308.

Estimated Revenue Composition & Assumptions

- **Sales Tax** revenues are dedicated taxes collected from member jurisdictions based on intergovernmental agreements. *Preliminary* estimates by jurisdiction as of August 2023:

Member Jurisdictions	% Increase / (Decrease)
City of Aspen	1.8%
Town of Basalt	0.0%
Town of Carbondale	0.0%
City of Glenwood Springs	5.0%
Eagle County	0.0%
Town of New Castle	3.5%
Pitkin County	0.0%
Town of Snowmass Village	0.0%
- **Property tax revenues:**

Pitkin County	65.3%
Eagle County	58.7%
Garfield County	36.3%
- **Service contract revenues** for the Aspen Skiing Company, the City of Aspen, the City of Glenwood Springs, and Garfield County (Traveler Program).

- **Operating revenues:** Transit fares collected from regional routes, Highway 82 and the I-70 Corridor, and the Maroon Bells Bus Tour.
 - 5% increase in regional fare collections in 2023, attributable to an increase in ridership. Fare revenues include a 0.1% increase to the 2023 forecast.
 - No fare adjustment assumed. Any fare changes directed by the Board will be considered and implemented following a 30-day public comment period and a Public Hearing.

- **Operating and capital grant revenues** received from the Federal Transit Administration (FTA) and the Colorado Department of Transportation (CDOT).
 - \$1,237,728 from **FTA Section 5311 operating grant** (increase from 2023; RFTA has received the 2024 award);
 - \$200,000 from **CDOT FASTER operating grant** (flat from 2023; 2024 grant amounts are anticipated to be awarded later in 2023); and
 - Continue to seek capital grant funds.

- **Local governmental contributions** to assist in funding transit programs.
 - **Garfield County's** support for the Grand Hogback bus service of \$550,000. RFTA and the County are in contact regarding any potential change in contribution.
 - **City of Rifle's** support for the Grand Hogback bus service of \$20,000.
 - Assumes that the **EOTC** provides \$106,090 and **RFTA member jurisdictions** provide \$549,868 to support the Regional Bikeshare Plan:

City of Aspen	\$186,903
Pitkin County	\$99,645
Town of Basalt	\$79,411
Eagle County	\$48,270
Town of Carbondale	\$133,878
<u>Town of Snowmass Village</u>	<u>\$14,761</u>
Sub-Total	\$549,868
<u>EOTC</u>	<u>\$106,090</u>
Total	\$655,958

- **Other income:** Employee housing rental revenue, vehicle registration fees, and credits from the Federal Government.
 - Employee housing rental revenue remains flat.
 - Assumes vehicle registration fees will remain flat.
 - Assumes a 5.7% sequestration rate on refundable credits on the Build America Bonds and the Qualified Energy Conservation Bonds.

Expenditure by Program/Department & Assumptions

- **Compensation Adjustments:**
 - The **Collective Bargaining Unit (CBU)** comprised of full-time CDL bus operators are subject to a scheduled pay increase. Assuming 178 full-time bus operators, an additional cost of approximately \$291,000.

- For positions outside of the CBU, a merit increase of up to 4% effective at each employee's annual performance date, an additional cost of approximately \$439,000.
- **Request for Funding Applications:** Three requests for funding, one is a multi-year funding request beginning in 2024. The budget currently reflects the following:
 - **Garfield Clean Energy (GCE):** The three-year funding request is \$45,000 for 2024, \$49,500 for 2025, and \$54,450 for 2026.
 - **Lower Valley Trail Association (LoVa):** \$10,000 for the LoVa South Canyon Trail between West Glenwood Springs and New Castle, and to assist with the feasibility of the Coal Ridge Trail connecting New Castle and Silt with Coal Ridge High School.
 - **Northwest Colorado Council of Governments:** \$4,000 to help fund the match for their Section 5310 Mobility Management grant from CDOT.
- **Capital Outlay:** approximately \$1,704,000:

Other Financing Sources and Uses Assumptions

- Approximately \$928,000 is budgeted to be transferred from the General Fund to the **Bus Stops/Park and Ride** Special Revenue Fund.
- RFTA will continue to contribute to the **Traveler Program** on behalf of Carbondale, Glenwood Springs, and New Castle in the amount of approximately \$185,000.
- Approximately \$4.27 million of current available resources will be transferred from the General Fund to the **Debt Service** fund.

Staffing

- Assumes 381.2 full-time equivalents (FTEs).
- 178 full-time bus operators are needed for the initial 2024 transit service level plan.
- Elimination of non-CDL bus operators during 2024 to support the GMF shuttle service after completion of the GMF Expansion Project.
- Increase of one Operations Manager added in 2023.
- Add one Senior Projects Manager in 2024 that was temporarily removed in 2023.

Major Goals

- 2nd year of the 2023 – 2028 Regional Bikeshare Plan.
- Continued grants from the First-Last Mile Mobility (FLMM) Grant Program.
- Staff will identify high priority projects and strategic initiatives for 2024. Notable projects included in the 2023 budget, which are expected to be continued in 2024 due to timing:
 - Glenwood Maintenance Facility (GMF) Expansion Phases 3,4, 5, & 7;

- Glenwood Maintenance Facility (GMF) Expansion Phase 6 Design;
- Grade Separated Pedestrian Crossings of Highway 82 and 27th Street in Glenwood Springs;
- RFTA Housing Renovation of the Iron Mountain Inn (the former Rodeway Inn) in Glenwood Springs;
- RFTA Housing Policy and Program Study;
- Zero Emission Vehicle (ZEV) Roadmap;
- CEO Succession Planning;
- Battery Electric Bus On-Route Charger Project;
- Contribution to the Glenwood Springs South Bridge Project;
- Contribution to the Town of Snowmass Village Transit Station Project;
- Contribution to LoVa Trail Project; and
- Roaring Fork Bridge Construction.

Debt Service Fund:

- **The Series 2012A Debt Service Fund** reports all principal and interest expenditures for the \$6.65 million Qualified Energy Conservation Bonds issuance (QECCB).
- **The Series 2013B Debt Service Fund** reports all principal and interest expenditures for the \$1.3 million QECCB issuance and interest earned.
- **The Series 2019 Debt Service Fund** reports all principal and interest expenditures for the \$24.545 million bond issuance and interest earned as required by resolution.
- **The Series 2021A Debt Service Fund** reports all principal and interest expenditures for the \$28.78 million bond issuance and interest earned as required by resolution.
- **Reserve Fund** reports all activity related to the required reserves for the Series 2009, Series 2012, Series 2013 Bonds, Series 2019 Bonds, and Series 2021 Bonds and interest earned as required by resolution.

Kaup questioned how effective would a winter driver bonus be for full-time and seasonal drivers.

Kurt Ravenschlag responded that RFTA currently has several bonuses available, such as a sign-on bonus, safe driver bonus, etc. however, RFTA could look into additional bonuses that could help retain drivers.

Regarding fuel, Poschman asked why unleaded gasoline and diesel envision a 13.1% and 9.9% decrease, respectively?

Michael Yang responded that RFTA locked in several fuel contracts months ago, allowing RFTA to save money when the price of fuel was lower.

B. Presentation of RFTA Public Outreach Plan – Kurt Ravenschlag, COO

The RFTA Board of Directors provided guidance to staff at the June 2023 RFTA Strategic Board Summit to develop a more intentional plan to engage the public and underserved populations. Diversity, Equity and Inclusion has been identified as a priority for the RFTA Board of Directors. Of primary importance is the need be more intentional in engaging the public and underserved

populations by developing a Public Involvement Plan (PIP) to help guide staff on when and how to engage RFTA's communities.

The proposed Public Involvement Plan (PIP) provides the following enhancements to our current practices.

- Increased Engagement: More frequent and varied engagement opportunities.
- Diverse Outreach: Targeted efforts to reach underserved populations.
- Transparency: Greater clarity in project information and decision processes.
- Adaptive Approach: Flexibility to adjust involvement levels as needed.
- Feedback Integration: Commitment to incorporating public input into decision-making.
- Educational Campaigns: More resources to help the public understand projects.
- Involving community members, organizations, governments, transportation professionals and other entities in major RFTA route and fare changes.
 - Engage the Community
 - Educate and Inform
 - Empower the Public
 - Reach Underserved Populations
 - Measure Impact

Intentional approach to public involvement

- **Major Changes:**
 - Those with significant community impact, policy shifts, or large-scale infrastructure
 - Rigorous and comprehensive public involvement, including extensive outreach and engagement activities
- **Minor Changes:**
 - Smaller adjustments, routine updates, or limited scope projects
 - Streamlined, efficient informational strategies that inform our communities

Accomplishing Public Involvement:

- Understand community demographics
- Build durable community relationships
- Understand community wants and needs
- Involve broad representation of community
- Use community preferred engagement techniques
- Document and share community's impact on decisions

Toolkit of Public Involvement

- Storytelling & Narrative Gathering
- Community Outreach Events
- Public Meetings

- Focus Groups
- Visual Tools
- Stakeholder Interviews
- Public Comment Periods
- Surveys & Questionnaires
- Community Workshops
- Online Engagement
- Mobile Apps & Technology

Involving Underserved Populations

- Minority & Low-Income Community Members
- Using non-English local community channels to communicate information community-based publications
- Community members experiencing physical, intellectual and/or developmental disabilities
- Translating information into other languages. Offering meetings at different times to allow for a variety of work schedules

Non-English-Speaking Individuals

- Providing interpretation services for persons with disabilities and interpreters for Limited English Proficiency (LEP) individuals
- Going to community events, churches, schools rather than asking the people to come to you

Maintaining Interest

- Sustaining Engagement
- Regular Updates
- Transparency
- Accountability
- Feedback Loops

Current Public Involvement

- Public Hearing Meetings
- Public Notices
- On-Board Surveys
- Information Sharing
- Social Media

Proposed Enhancements

- Increased Engagement
- Diverse Outreach
- Transparency
- Adaptive Approach
- Feedback Integration
- Educational Campaigns

RFTA's Commitment to Public Involvement:

- Fostering inclusive and meaningful public involvement;
- Holding open and honest communications with all individuals and entities;
- Providing timely public notice;
- Allowing full public access to information and key decisions;

- Establishing policies and prioritizing needs based on valid data and using objective, fair, and consistent processes;
- Providing information and gathering input so that decision makers will be able to make informed decisions;
- Utilizing/Recommending multiple languages in public involvement;
- Employing diverse types of media for public involvement.

Purpose of Public Involvement

Involving potentially affected interests at RFTA is a highly important step when it comes to the implementation of a new route, fare change, or program. Communicating with potentially affected interests allows for important feedback which enhances project and program outcomes.

Goals of Public Involvement

- Ensure that community members are given the opportunity to participate in the transit planning process.
- Ensure that the issues and concerns of potentially affected interests are given consideration.

Value of Public Involvement

- Project leaders may gain new information.
- Public participation can be a forum for dispute resolution.
- Progress can be made and implementation occurs because:
 - The project can be better-designed with public input.
 - The community better understands what the project plans to achieve.
- Participants can champion projects.
- Input can be a warning mechanism for potential problems.
- Participant comments help transit planners understand areas where additional people may have concerns or misunderstandings. This can be used to provide better information to others who are not participating.
- RFTA can build an ongoing relationship with the public based on mutual trust.
- Participants may bring new participants into the process.
- Participants may partake in future public involvement efforts.

Potentially Affected Interests and the Underserved

- Public participation implies that an open process will be used to allow anyone to participate who is a potentially affected interest or interested in the process.
- "Public" can be defined as individual, community organizations, governmental entities, and transportation professionals. Individuals and groups that make up the public are referred to as "stakeholders" and are welcome to participate and be involved with RFTA.
- There are numerous populations that are not likely to get involved unless a special effort is made to reach out to them. In the PIP, groups that need a more focused effort for involvement are referred to as "underserved populations."
- Underserved groups that RFTA will make an extra effort to reach include, but are not limited to:
 - Minority (predominantly Hispanic/Latino and/or non-white) community members;
 - Low-income community members;
 - Community members who may rely on public transit and other forms of alternative transportation (e.g. students, seniors, etc.);
 - Community members who do not speak English.

RFTA will work in alignment with the Americans with Disabilities Act (ADA) to provide programs and services to all individuals with disabilities to afford them the same opportunities as everyone else. This includes someone who has a physical, intellectual, or developmental disability that substantially limits one or more major life activities, a history or record of such an impairment or is perceived by others as having an impairment. By making a reasonable extra effort to include these populations, RFTA hopes to ensure that all residents are given equal consideration.

Continual Evaluation of Public Involvement

Continuing to evaluate and enhance the public involvement process will help to improve the outcome of each new route change, fare change, or other program. Evaluating public participation involves multiple steps, which will be conducted at a specific program level.

- First, the quantitative measurement should be addressed, such as: the number of activities held, the number of notices sent, and the number of people who participated.
- Second, it is important to evaluate the qualitative aspects relating to perceptions, attitudes, and effectiveness. Did the people who participated feel they were heard? Were all the potentially affected interests (including the underserved) represented? Were the materials provided easy to understand? Were announcements received in a timely manner?
- Third, the question of how the public input is utilized should be addressed. Once this information is recorded and made available, it also needs to be considered in the decision-making process.
- Fourth, it is necessary to interpret and evaluate the reason why a certain outcome occurred. Understanding why there was good or poor participation is important to RFTA.
- The ultimate point to consider in the evaluation process is the level of respect and trust. Final decisions cannot always please everyone, but it should be possible to plan with an atmosphere of respect and trust. RFTA intends to earn this by being fair and open with the public at all times.

Welcoming Attitude

RFTA welcomes and encourages public participation. Questions and statements are valuable and will be treated as such. Participants will be treated with respect. Meetings will abide by basic ground rules that encourage and enforce civil discussion.

Meeting Schedules and Locations

Public meetings and hearings will be scheduled to allow the best opportunity for attendance by the general public and other entities. Meetings on major route or fare policy changes are to be scheduled at least thirty days prior to the proposed implementation date of the change.

Every effort will be made to make the meeting locations convenient and ADA accessible. In addition to general meetings, events, and activities, special efforts will be made to reach those who may be unable to attend due to specific circumstances and may request that RFTA come to them. These options are open to any group or individual and it is the policy of RFTA to "go where people are" whenever possible. Both the location and the meeting time are taken into consideration when it comes to those with special needs.

Notification

Notices will follow federal requirements and the general Open Meeting Law of the State of Colorado, C.R.S 24-6-401 et seq. Information about meetings, events, and other opportunities for participation will be made in a timely manner. This is especially important for the community experiencing physical, intellectual and/or developmental disabilities as extra time may be needed to arrange for accommodations to their needs.

At least seven (7) days' notice is provided for major route changes, or 14 days for fare policy changes, of a public meeting by publication in the newspapers of record. The notice includes the time and location of the meeting; a summary of proposed changes; specifies the address where written comments can be mailed; and informs the public of alternative formats available to assist in this public process. This notification will be easy to understand and provide adequate information or explain where the information can be obtained.

RFTA will also strive to involve low-income and minority populations in the public input process. These efforts will include translating public meeting notices (online and where English signs are posted) and advertising the public meeting in all vehicles. Also, RFTA will use "I Speak" cards at all public meetings to ensure the needs of limited English proficiency persons can be taken into consideration during the decision-making process.

Written and Personal Communications

Technical and policy information from RFTA will be written so that it is clear and understandable to the public. All relevant information will be open for public consideration. Informed staff will be available to answer questions at meetings and respond to phone questions in a timely manner.

Ongoing Communications

RFTA will utilize mailings, news releases, social media, email, rider tools, and relevant websites to have ongoing communication with the public and other entities. Members of the staff are also available via phone for questions, concerns, and suggestions.

The Underserved

The needs of the underserved population will be considered, and a specific process will be developed to gather input relative to their issues. For the purpose of the PIP, the underserved groups will include, but are not limited to, minority and low-income community members, as well as community members experiencing physical, intellectual and/or developmental disabilities. This group may also include people who do not speak English or people who are unable to operate a private automobile, such as youth and the elderly.

These populations are established by a certain set of criteria. Low-income households are identified by the Colorado Department of Transportation (CDOT) as households at 50% or less of the county's median income. Each county can have a different income threshold. The latest US Census data can be used to help define this population.

Additional underserved populations may be found and contacted through the following ways:

- Programs and services provided in the community through committees, organizations, healthcare facilities, public health experts, representatives of low- income, minority, and/or individual input from within the community.
- Youth: schools, clubs, and activities;

- Seniors: local senior centers or other organizations;
- Non-English-speaking residents: churches, organizations, foreign language TV stations, and radio stations;
- Social service agencies and entities.

The overall intent is to "create an environment that encourages the participation of diverse people in the selection and design of transportation facilities that will positively impact the mobility and quality of life of Colorado citizens" (CDOT Environmental Justice Training Manual). To effectively meet the needs of these populations, additional efforts should be taken. Some of these might include:

- Translating information into other languages (making sure the translation is accurate and easy to understand);
- Communicating information through non-English local radio stations, television, newspapers, and other community-based publications;
- Revising some published material to remove jargon and acronyms that are not generally known outside of the transportation arena;
- Contacting and communicating with representative individuals; Going to community events, churches, apartment buildings, local elementary schools, and other gathering places rather than asking the people to go a less central location;
- Offering meetings at different times to allow for a variety of work schedules;
- Gathering additional input from entities and/or organizations that may be aware of particular needs such as school administrators, police, or firefighters;
- Offering healthy food and small "thank you" items as an incentive for participation;
- Providing interpretation services for persons with disabilities and interpreters and for Limited English Proficiency (LEP) individuals (if applicable and appropriate) during meetings and open houses without fees to the individuals with these needs;
- Providing alternative formats for materials (e.g. large prints, Braille, digital media, etc.) upon request.

Opportunities for Input

Opportunities for input will vary depending on the extent of the service changes and type of planning effort. For more extensive changes or larger projects there could be as many as three rounds of public participation.

- Round One: the collection of initial comments on desired transit services;
- Round Two: the collection of comments on the first draft;
- Round Three: participation to review the revised draft (may be necessary if significant changes to the plan occurred to reflect round two comments).
- In each of these stages, a variety of techniques can be used to involve all of the stakeholders. This will be determined by the extent and nature of the project.

Use of Public Comments

Comments are recorded as much as possible and included in RFTA's customer database. Comments are given due consideration and individual questions will receive a response in a timely manner if the individual has left contact information.

Decision Making

Decisions about route changes are approved by the RFTA CEO. Decisions on fare changes and planning projects, such as enhanced travel corridor plans and the Transit Master Plan, are made by the Board of Directors. Decision makers are provided with a recommendation and community feedback received during the public involvement process.

RFTA aims to make public events and activities as informative, accurate, and interesting as possible-with meaningful and interactive ways for a diverse group of people from the region to provide direct input to plans and programs. Different techniques can be used for events and topics.

Technology changes rapidly, so RFTA will monitor and use current tools as available if the tools help with efficiency and achieve objectives. For instance, Internet-tools such as websites can be useful for plans, programs, or projects. Textizen and IdeaLab are tools that have been used to gain feedback.

RFTA also may facilitate, from time to time, group discussions or conduct one-on-one interviews with stakeholders, depending on the plan or program and their objectives. Typically, RFTA notifies the public about events through the local media, contact lists, fliers, in bus ads, email, the website, and other methods. Spanish translation and written materials may be on-hand at a meeting if the local audience will include Spanish speaking community members.

Maintaining public interest is critical to gathering effective public input as decisions are made. Therefore:

- With each contact, efforts will be made to present information that is relevant and show how this information relates to the public in both the near future as well as long-term.
- As any of the above tools are used, RFTA will keep in mind the importance of making whatever it is as current, accurate, and interesting as possible. Understanding that cost is a consideration, if it is reasonable, color, animation, physical props, pictures, 3-D models, etc. will be incorporated to enhance the experience for the public.
- Public notices must include reasonable accommodations for individuals with disabilities in need of special need (e.g. interpreters or signers). Include point of contact person, telephone number, email address and timeframe for response from individuals needing special needs accommodations.
- Pertinent materials are available in alternative formats (e.g. large print, Braille, audio/video, etc.).

Colin Laird stated that the fundamental goal should be to learn how we service the public best.

McQueeney questioned if RFTA is properly resourced.

Ravenschlag responded that currently RFTA is properly resourced at this time, however, this process could evolve over time and could require more resources in the future.

Ed Cortez stated that the majority of RFTA passengers are Hispanic, and that this Outreach Plan will be a good thing for passengers as well as Bus Operators.

Peter Magierski made the statement that RFTA could possibly allow Bus Operators to enroll in classes to learn to speak Spanish in order to better serve the passenger population.

Ravenschlag stated that RFTA does offer tuition reimbursement for education. There are currently internal discussions around “English in Action” to help bus operators learn English.

Torre suggested that RFTA could potentially hire a local teacher to offer a shortened program in order to equip all staff, either to learn English or Spanish. RFTA could also look at online options for employees to learn another language.

Poschman suggested translation devices to quickly translate for bus operators.

C. Resolution 2023-13: A Resolution of the Roaring Fork Transportation Authority (In the State of Colorado) Declaring its Official Intent to Reimburse Itself with the Proceeds of a Lease Purchase Financing for Capital Expenditures Incurred or To Be Incurred by RFTA in Connection with the Acquisition of and Capital Improvements to the Real Property Located at 52039 Highway 6 & 24, In Glenwood Springs, Colorado; and Providing Certain Other Matters in Connection Therewith – Michael Yang, CFAO

At the October 13, 2022 RFTA Board Meeting, the RFTA Board adopted Resolution 2022-22 to preserve RFTA’s ability to reimburse itself up to \$10 million using Proceeds of a future lease purchase financing for moneys spent on the acquisition of and capital improvements to the real property located at 52039 Highway 6 & 24 in Glenwood Springs, Colorado incurred not earlier than 60 days prior to the date of the Resolution (October 13, 2022) and through the date of the lease purchase financing.

Due to project delays, the solicitation process is being completed for the improvements, with bids due on September 9, 2023, the project may come in above of the previous \$10 million estimate. Resolution 2023-13 amends the estimated amount from \$10 million to \$14 million.

- RFTA completed an Employee Housing Feasibility Study for employee housing at five existing properties either owned or under RFTA management.
- Included in RFTA’s 2022 Work Plan is RFTA Housing Replacement Planning and Preliminary Design including approved budget of approximately \$895,000 in the General Fund.
- RFTA learned of potential employee housing opportunities available. The concept of a hotel conversion for employee housing gained traction primarily due to the number of units that could be available in a shorter time-frame and lower cost per unit compared to construction estimates.
- RFTA has entered into an agreement to purchase a property located at 52039 Highway 6 & 24 in Glenwood Springs.
- Staff repurposed approximately \$240,000 of the approved 2022 budget of \$895,000 to cover the estimated due diligence costs related to the lodging property located at 52039 Highway 6 & 24 in Glenwood Springs, Colorado and also the estimated acquisition costs, transition costs, design/engineering costs, and two months of operating costs. Required improvements will need to be made when more accurate cost estimates become available.

As of October 2022, preliminary cost estimates for improvements were in the range of \$3 million to \$4 million.

- Last fall, staff had initiated planning efforts for lease purchase financing and reached out to several local banks with a request for information as to their interest and ability in providing financing for RFTA's employee housing project. A formal request for proposals (RFP) process for the lease purchase financing will likely take place after formal construction bids for the project improvements have been received.
- The RFTA Board approved Reimbursement Resolution 2022-22 at the October 13, 2022 Board meeting in order to preserve RFTA's ability to reimburse itself using future lease purchase financing proceeds for allowable project costs incurred. The reimbursement will enable RFTA to replenish its use of fund balance in the General Fund.
- RFTA closed on the lodging property on November 14, 2022 at a purchase price of \$4.882 million.
- Due to the increase in cost for the project improvements, RFTA amended Resolution 2022-22 and increased the estimated amount of \$10 million to \$14 million.
- The RFTA working group will bring the proposed lease purchase financing, with legal and disclosure documents, to the Board for review and approval at a future Board meeting.

Poschman moved to approve Resolution 2023-13: A Resolution of the Roaring Fork Transportation Authority (In the State of Colorado) Declaring its Official Intent to Reimburse Itself with the Proceeds of a Lease Purchase Financing for Capital Expenditures Incurred or To Be Incurred by RFTA in Connection with the Acquisition of and Capital Improvements to the Real Property Located at 52039 Highway 6 & 24, In Glenwood Springs, Colorado; and Providing Certain Other Matters in Connection Therewith, and Shenk seconded the motion.

A Roll Call Vote was Taken:

Jeanne McQueeneey	Yes
Art Riddile	Yes
Shelley Kaup	Yes
Alyssa Shenk	Yes
Bill Kane	Yes
Torre	Yes
Colin Laird	Yes
Greg Poschman	Yes

The motion was unanimously approved.

8. Public Hearing

A. Resolution 2023-14: 2023 Supplemental Budget Appropriations – Michael Yang, CFAO and Paul Hamilton, Director of Finance

General Fund:

- 1. Sales Tax Revenues:**
 - a. \$2,000,000 increase in Sales Tax Revenues**

2. **Other Income:** Interest income has exceeded budget by approximately \$2,200,000 through July. Staff is requesting a **true-down** of housing revenues of \$252,000.
 - a. **\$1,948,000 increase in Other Income**
3. **Bus Fleet Expansion:**
 - a. **\$203,990 decrease in Other Financing Sources**
 - b. **\$399,720 decrease in Capital Outlay**
4. **Tree Farm Planned Unit Development:** RFTA received \$400,000 from the Tree Farm Metropolitan District for the benefit of acquiring or building additional parking spaces anywhere within its service area at RFTA's discretion.
 - a. **\$400,000 increase in Other Governmental Contributions**
5. **Lease Purchase:** Based on the final lease payment schedule, staff identified budgeted savings of \$209,984 due having one payment due in 2023 instead of 2 payments and payment amounts were less than estimated.
 - a. **\$209,984 decrease in Debt Service**
6. **CDL Bus Operator Wage Scale Adjustment:** The estimated cost to implement the current wage scale adjustment retroactively to July 2, 2023 is approximately \$1,025,000.
 - a. **\$525,000 increase in Transit.**
7. **New Office Space** –Staff was able to identify office space in Glenwood Springs for its needs and was also able to identify budget savings that can be repurposed for the new office space.
 - a. **\$15,000 increase in Capital Outlay**
 - b. **\$85,000 increase in Transit**
8. **GMF Expansion Project – Phases 3, 4, 5, and 7:** RFTA was able hire one additional contracted employee to provide the needed construction management support.
 - a. **\$47,500 increase in Transit**
 - b. **\$47,500 decrease in Capital Outlay**
9. **Employee Housing:** The Iron Mountain Place (formerly the Rodeway Inn in Glenwood Springs) employee housing complex renovation project includes renovation of the existing living units.
 - a. **\$7,525,775 increase in Capital Outlay**
10. **Rubey Park Overhead Charger:** Transporting and installing of a previously purchased ABB pantograph overhead electric bus charging station.
 - a. **\$340,000 increase in Capital Outlay**
11. **Succession Planning:**
 - a. **\$33,000 increase in Transit**
12. **Regional Bikeshare:**
 - a. **\$431,041 increase in Capital Outlay**
13. **Town of Snowmass Village – Transit Center:** Rolling back of the additional funding from RFTA from the current \$1,500,000 commitment to the initial commitment of \$500,000.
 - a. **\$1,000,000 decrease in Capital Outlay**

14. Special Revenue Fund – Bus Stops and Park and Ride:

- a. **\$82,600 increase in Other Financing Uses**

Special Revenue Fund – Bus Stops and Park and Ride:

1. Other Income:

- a. **\$98,000 increase in Other Income**
- b. **\$82,600 increase in Other Financing Sources**
- c. **\$180,600 increase in Transit**

Net increase (decrease) to 2023 fund balance by fund:

General Fund	(\$3,283,072)
Special Revenue Fund- Bus Stops/PNR	0
Total	(\$3,283,072)

McQueeney asked if any member of the public had any comments.

Peter Magierski asked whether the Supplemental Budget Appropriation included the proposed wage increase for Bus Operators. McQueeney responded yes, it was included in the measure that would be voted on when the Public Hearing closed.

McQueeney closed Public Comments at 11:13 a.m.

Poschman moved to approve Resolution 2023-14: 2023 Supplemental Budget Appropriations, and Shenk seconded the motion.

A Roll Call Vote was Taken:

Jeanne McQueeney	Yes
Art Riddile	Yes
Shelley Kaup	Yes
Alyssa Shenk	Yes
Bill Kane	Yes
Torre	Yes
Colin Laird	Yes
Greg Poschman	Yes

The motion was unanimously approved.

9. Information/Updates:

A. CEO Report – Dan Blankenship, CEO

Garfield County Transportation Improvement Subcommittee: Nathan Lindquist, CDOT Land Use Planner/Analyst, has scheduled a meeting with RFTA staff on September 11, to plan for upcoming Garfield County Transportation Improvement Roundtable meetings, the first of which will be scheduled late in September or early in October. When the date and time have been established, elected officials in Garfield County jurisdictions will be notified.

Statewide Transit Pass: To incentivize public transit utilization and to help Colorado achieve the State's greenhouse gas reduction goals, State Senator Kevin Priola and State Representative Ruby Dickson are working together to develop legislation intended to establish a Statewide Transit Pass. The goal would be to generate revenue for transit systems to offset fares lost by people using the Statewide Transit Pass with a dedicated revenue source, such as fees for drivers' licenses, with an opt out, similar to the Keep Colorado Wild State Parks' pass that adds a \$29 fee to the cost of registering vehicles.

The first step in this process will be to introduce a bill in the upcoming Legislative session that would direct the CDOT Executive Director to create a Statewide Transit Pass Exploratory Committee to produce a viable proposal for the creation, implementation, and administration of a Statewide Transit Pass. The target date for the Committee's proposal to be finalized would be by July 1, 2026, followed by implementation of the pass by January 1, 2028. The Exploratory Committee will be comprised of 13 representatives of transit agencies from urban, rural, and resort transit systems, 1 representative from a passenger rail service interest group, and 1 representative from CDOT.

Ridership: RFTA's year-to-date system-wide ridership was up **19.8%**.

Staffing Levels and Planned Winter Service Reductions: RFTA is developing a service reduction plan for the winter season of 2023/2024 in the anticipation that RFTA will not hit its Operational Readiness targets. RFTA has learned that there can be great fluctuation of staffing levels and operational readiness in the early weeks of a new season. RFTA is anticipating to be on the cusp of our operational readiness threshold at the beginning of the winter season. RFTA is preparing for service reductions for the 2023/2024 winter season. The areas that RFTA is proposing to reduce service for winter season 2023/2024:

- Targeted skier services (working with SkiCo to identify least impactful areas to reduce service).
- Reducing one of three Highlands direct services.
- 20% reduction to Hogback trips (Newcastle exclusive) 4-5 trips.
- BRT schedule reduced from 7 min headway in peak periods to 10 minutes.

These proposed reductions will get RFTA to a **114%** Readiness compared to **107%**.

RFTA plans to conduct public meetings on Sept. 28 to gather input from the public on these proposed service reductions for the 2023/2024 winter season. A public hearing on these proposed changes will likely occur at the October Board Meeting. We might be able to add back some of these services, as staffing levels allow.

10. Issues to be Considered at Next Meeting: No topics identified.

11. Next Meeting: 8:30 a.m. – 11:00 a.m.; October 12, 2023, Carbondale Town Hall, Room 1 and via WebEx Teleconference, for those who are unable to attend in person.

12. Adjournment:

Torre moved to adjourn from the September 14, 2023 RFTA Board meeting, and Shenk seconded the motion. The motion was unanimously approved.

The September 14, 2023 RFTA Board Meeting adjourned at 11:21 a.m.

Respectfully Submitted:

Nicole R. Schoon
Secretary to the RFTA Board of Directors

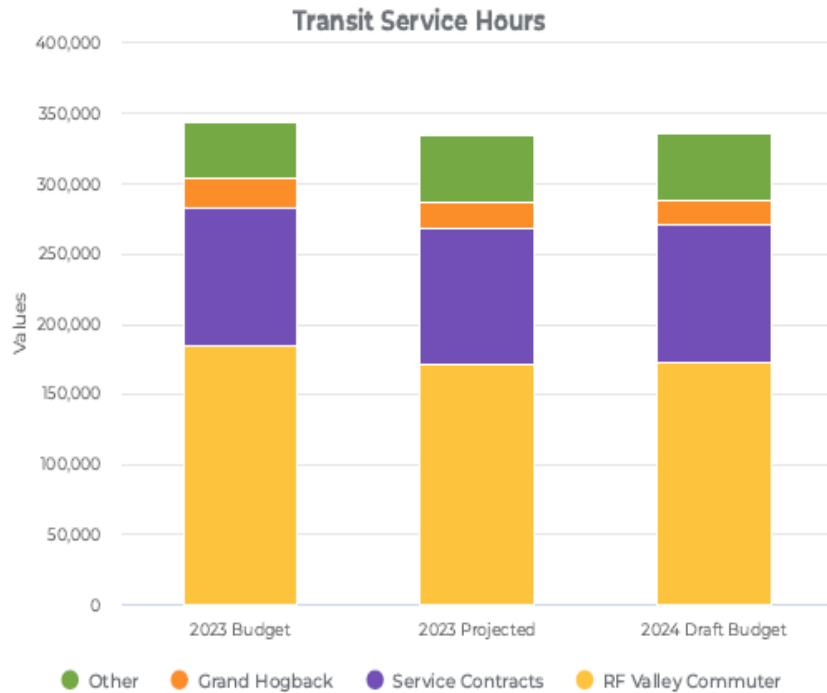
**RFTA BOARD OF DIRECTORS MEETING
“PRESENTATIONS” AGENDA SUMMARY ITEM # 6. A.**

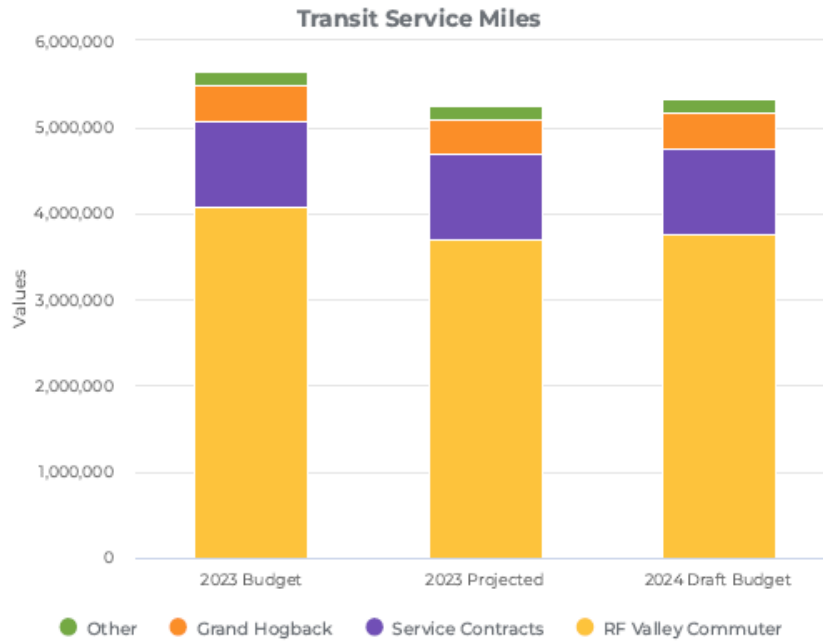
Meeting Date:	October 12, 2023
Agenda Item:	2024 2 nd Draft Budget Presentation
Strategic Outcome:	Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
Recommendation:	Approve prioritization and assumptions of the 2024 Budget with revisions as the Board feels necessary
Core Issues:	<p>The 2nd draft of the 2024 budget has been prepared based on the approved budget initiatives and assumptions. The budget is a work-in-progress document and will be refined in October and November as more actual expenditure and revenue data becomes available, which may affect the General Fund’s 2023 forecast.</p> <p>The 2nd draft of the 2024 budget is presented in the following order (with updates highlighted in yellow):</p> <ol style="list-style-type: none"> 1. Services 2. Challenges, Issues, and Opportunities 3. Consolidated Financial Overview 4. Estimated Revenue Composition and Assumptions 5. Budgeted Expenditures by Program/Department and Assumptions 6. Budgeted Other Financing Sources/Uses 7. Staffing 8. Major Goals 9. Fund Balance 10. Background information
Policy Implications:	Board Job Products Policy 2.4.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	Limited resources will require prioritization of Authority’s projects; revenues and expenditures assumptions could affect Fund balance.
Attachments:	Yes, please see 2024 2 nd Draft Budget presentation on the following pages.

2024 RFTA BUDGET – 2nd DRAFT PRESENTATION

1. Services

- The 2nd draft of the 2024 budget is based on 2023 service levels with updates for seasonal changes, and modifications/reductions to the Winter 2023-2024 season due to projected bus operator staffing levels.
- The 2024 preliminary budget transit service hours and miles reflect a 1.6% and 1.5% increase over 2023 projections, respectively.





2. Challenges, Issues, and Opportunities

- **Construction Projects:** RFTA anticipates two major construction projects will be completed in 2024 which will result in increased operating costs to support and maintain the facilities.
 - *Glenwood Springs Maintenance Facility (GMF) Phases, 3, 4, 5 and 7 Project:* Consider staffing and operational costs related to the opening the expanded Glenwood Maintenance (GMF) facility, which is estimated to open in the summer of 2024. This project includes a new operations center, a multi-fuel Fueling and Bus Wash Facility, and a sixty bus-storage building.
 - *RFTA 27th Street Pedestrian Underpass:* Consider the impacts of operating and maintenance costs of the 27th Street Pedestrian Underpass Project, located at the intersection of 27th Street and Colorado Highway 82 in Glenwood Springs, which is estimated to open in the fall of 2024. This project includes reconfiguration of the Rio Grande Trail, drainage improvements, and construction of two underpasses under 27th Street and Colorado Highway 82.
- **RFTA Employee Housing:** The renovation costs for the Iron Mountain Place (formerly the Rodeway Inn in Glenwood Springs) were added to the 2023 Budget at the September Board Meeting. Staff will consider the schedule of renovations and timing of completion.
- **Other Initiatives Currently Underway:** Staff is currently monitoring the following initiatives for potential budgetary needs, in order to advance priority action items that require funding:
 - Compensation Market Survey
 - ZEV Roadmap Study
 - Housing Policy and Program Study
 - CEO Succession Planning
- **Property Tax Revenues:** Continue to monitor legislative efforts at the state level (i.e. Proposition HH) and discussions at the local level (i.e. Low-Income Property Tax Relief Programs, Temporary Mill Levy Credits, etc.) that are exploring opportunities to reduce the burden upon taxpayers due to significant increases in assessed property valuations. RFTA's current mill levy of 2.65 is exempt from the TABOR

Property Tax Limits (Article X, Section 20) and exempt from the statutory property tax revenue limit C.R.S. 29-1-301 (the 5.5% limit).

- **Staffing Levels:** RFTA ended the 2022/2023 winter season approximately 40 bus operators below its goal. This resulted in implementing service reductions for the Summer Season transit service schedule. As RFTA works diligently with its ongoing hiring efforts, it remains challenging to meet our goals given the current labor market along with the high cost of living and scarcity of affordable housing in the region. Staff will continue to monitor RFTA’s workforce readiness level, which could potentially impact its ability to deliver the assumed baseline service plan.
- As the **economy** moves along, it appears to remain fragile with slower job growth, net layoffs in a few industries, reduced unemployment rates, shortage of workers and housing, higher interest rates and inflation. These ongoing variables continue to add pressure to the costs for materials, goods, bus parts and supplies, fuel, and capital projects.
- As illustrated in the chart below, approximately \$4.2 million of property tax revenues are being used to fund Destination 2040 Plan Projects (net of lease proceeds or grants/contributions), and \$4.4 million is available to fund strategic initiatives. Although the 2018 Ballot Measure 7A, Property Tax Mill Levy Increase references specific uses of associated property taxes, the property tax revenues are not considered legally restricted.

Destination 2040 Funding and Uses included in General Fund:	
Description (1,000's)	2024 Draft Budget
Net Property Tax Revenues	17,755
Less: Estimated Costs for Service Enhancements	(3,071)
Less: Estimated Debt Service for Capital Lease (bus)	(676)
Less: Estimated Debt Service for Series 2021A Bonds	(1,681)
Less: Estimated Net Costs for D2040 Projects	(4,165)
Less: Estimated Costs for Strategic Initiatives	(4,437)
Remaining Available Funds	\$ 3,724

- **Sales and Use Tax** revenues is the Authority’s primary source of revenue and may be volatile with increases and decreases varying among each member jurisdiction.
 - The Authority relies on input from each member jurisdiction for assumptions and trend analysis during budget preparation. Staff consulted with each member jurisdiction’s Finance Department to receive preliminary sales tax estimates for 2024. Of the eight jurisdictions, staff has received assumptions and estimates from all eight jurisdictions. As a result, the preliminary 2024 overall sales tax projection includes a 1.4% increase compared to the 2023 forecast.
 - Use tax is projected flat compared to the 2022 forecast.
- **Property Tax** revenues for the 2023 tax year, with collections in 2024, which will have the following impacts from Colorado Senate Bill 22-238:
 - non-multifamily residential property will be reduced from 6.95% to 6.765%,
 - multifamily residential property will be reduced from 6.8% to 6.765%, and
 - commercial property, excluding agriculture and renewable energy and oil & gas, will be reduced from 29% to 27.9%.

- The full 2.65 mill levy is included in the 2024 2nd draft budget. As a result, the preliminary 2024 property tax revenues include a 55.9% increase compared to the 2023 forecast.
 - Colorado law requires a two-year reassessment cycle for all property, and all properties are reassessed every odd-number year. Therefore, the 2023 tax year is a reassessment year. Staff works closely with the Assessors in Pitkin, Eagle, and Garfield Counties to obtain preliminary and final assessed valuations for RFTA's district.
- **Transit fuel** prices, for 2024, management will continue to utilize fixed price transit diesel fuel contracts for a majority of its fuel needs to manage fuel volatility. Currently, both unleaded gasoline and diesel contracts have been executed for a majority of RFTA's 2024 fuel needs. For the 2nd draft budget, the weighted average price for unleaded gasoline and diesel includes a 13.1% and 12% decrease, respectively, versus the 2023 budgeted weighted average price. As fuel prices will remain volatile, staff will continue to partner with its fuel vendor to monitor pricing and opportunities to lock in future fuel needs. For CNG fuel, staff are estimating an increase in production and delivery costs and staff have included the Alternative Fuel Credit from the Inflation Reduction Act of 2022 which is available through December 31, 2024.
 - **Health care** costs continue to increase. RFTA's County Health Pool renewal rates reflect a 16% increase in health insurance premiums, 9% increase in dental insurance premiums, and no change to vision and hearing premiums. RFTA plans to cover the majority of the cost increase and the current employee contribution amounts will increase slightly for the various types of plan coverages offered.
 - **Compensation**, historically, the high cost of living in the Roaring Fork Valley has challenged the Authority's ability to hire and retain qualified personnel. Management continues to review and refine RFTA's compensation package with respect to wages, incentive programs, and benefit enhancements, including employee housing, in order to remain competitive in the local job market. As part of the biennial compensation review in our 2023 workplan, a market survey is currently underway for all positions with the help of consultants from Employers Council. Staff will provide any recommendations for pay adjustments, including the timing of implementation, to the Board as part of the 2024 budget process. While Staff works through this process, a placeholder for an anticipated market adjustment wage increase has been included in the 2nd draft of the budget for all positions outside of the Collective Bargaining Unit. The Collective Bargaining Unit comprised of full-time bus operators is subject to scheduled pay increases in accordance with their contract. The 2nd draft of the budget includes compensation adjustments per the recently amended contract, as approved at the September 2023 Board Meeting.
 - **Destination 2040:** 2024 will be the second full year as RFTA and its partners continue to implement the 2023-2028 Regional Bikeshare Plan. Planning efforts for expansion will continue with the Town of Snowmass Village and the City of Glenwood Springs while operating and capital support will continue for the existing systems in Aspen, Snowmass Village, Pitkin County, Basalt, Eagle County, and Carbondale. The chart below reflects the updated financing plan for the operating and capital funding for 2024:

2024 Summary Bikeshare Operations and Capital Financing Plan

A	B	C	D	E	F	G	H	
2024 Bikeshare Operations and Capital Funding	RFTA	RFTA Existing WE-cycle Funding Commitment	Net RFTA Share	WE-cycle	EOTC	FLMMR Grant Funding	Local	Total
Total 2024 Bikeshare Indirect and Direct Operations Funding	\$ 663,450	\$ 201,571	\$ 865,021	\$ 197,327	\$ 106,090	\$ 135,857	\$ 363,585	\$ 1,667,880
Total 2024 Bikeshare Planning Funding	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
Total 2024 Bikeshare Startup Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total 2024 Core Bikeshare Equipment Funding	\$ 199,157	\$ -	\$ 199,157	\$ -	\$ -	\$ 24,895	\$ 24,895	\$ 248,947
Total 2024 Bikeshare Support Equipment Funding	\$ 8,000	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000
Total 2024 Bikeshare Replacement and Maintenance Equipment	\$ 17,360	\$ -	\$ 17,360	\$ -	\$ -	\$ 1,940	\$ 2,400	\$ 21,700
Total 2024 Bikeshare Funding - All Sources	\$ 947,967	\$ 201,571	\$ 1,149,538	\$ 197,327	\$ 106,090	\$ 162,692	\$ 390,880	\$ 2,006,527
Percentage Shares of Total Regional Bikeshare Operations Costs	N/A	N/A	52%	12%	6%	8%	22%	100%
Percentage Shares of Total Regional Bikeshare Funding	N/A	N/A	57%	10%	5%	8%	19%	100%

- The 2024 budget includes the following WE-cycle items: 1) **\$1.728** million in expenditures for annual ongoing operating costs, (indirect and direct operations funding, planning funding, and startup operations) which are reflected in Administrative costs; 2) **\$278,000** for capital, startup equipment, and capital replacement costs, which are included in Capital outlay and 3) **\$497,000** in revenue for Local Government Contributions from the EOTC and member contributions. WE-cycle is contributing **\$197,000** in Sponsorship revenue, and the Authority's net cash contribution to 2023 Bikeshare Operations and Capital Financing Plan is approximately **\$1.312** million.
- **First and Last Mile Mobility (FLMM) Grant Program:** This grant program enables RFTA to serve as a granting agency that helps “kick-start” new FLMM projects in the region in partnership with its member jurisdictions. FLMM Grant Application Forms are required to be completed by members seeking financial support. The deadline for requests related to the 2024 budget year was the end of June 2023. Staff reviewed the grant applications and has updated the chart below, which was originally presented at to the Board at the July 13th Board meeting (with the exception of the removal of the \$150,000 placeholder for the Town of Carbondale), which reflects a total request of \$433,302, as included on the following page.

It is likely, however, that a late application for approximately \$150,000 will be submitted by the Town of Snowmass Village to help defray a portion of the cost of a \$650,000 bicycle/pedestrian trail along Brush Creek Road leading up to the Snowmass Mall. The trail is being constructed for safety reasons, because a significant number of people walk up and down Brush Creek Road to/from affordable housing facilities to/from the Mall. Due to icy conditions in the winter along this stretch of roadway and narrow shoulders, it is hazardous for pedestrians.

2024 Summary of FLMM Grant Requests

Applicant	Project Title	Summary	Amount Requested	Total Cost
Town of Carbondale	We-Cycle Bike Share	2024 Capital and Operating \$143,790 Operating Request \$1,840 R&ME Request Commitment Requested from We-Cycle: \$145,630	\$72,815 (50%)	\$71,895 operating + \$920 R&ME = \$72,815 (100%)
Town of Basalt	Basalt Connect	Operations for 8 months of 2024: January, February, March, June, July, August, September, December	\$270,610 (50%)	\$541,211
Town of Basalt	We-Cycle Bike Share	2024 Capital and Operating \$72,744 Operating Request \$460 R&ME Request Commitment Requested from We-Cycle: \$73,204	\$21,602 (29.5%)	\$72,744 operating + \$460 R&ME - \$30,000 existing = \$43,204 (100%)
Town of Snowmass Village	We-Cycle Bike Share	2024 Capital and operating \$10,580 Operating Request \$200 R&ME Request Commitment Requested from We-Cycle: \$10,780	\$5,390 (50%)	\$5,290 operating + \$100 R&ME = \$5,390 (100%)
City of Aspen	We-Cycle Bike Share	2024 Capital and Operating \$186,008 Operating Request \$920 R&ME Request Commitment Requested from We-Cycle: \$186,928	\$17,984 (10.6%)	\$186,008 operating + \$920 R&ME - \$150,960 existing = \$35,968 (100%)
Pitkin County	We-Cycle Bike Share	2024 Capital and Operating \$39,552 Operating Request \$49,790 Capital Request \$460 R&ME Request Commitment Requested from We-Cycle: \$89,802	\$44,901 (50%)	\$39,552 operating + \$49,790 Capital + \$460 R&ME = \$89,802 (100%)
FLMM Award Total			\$433,302	

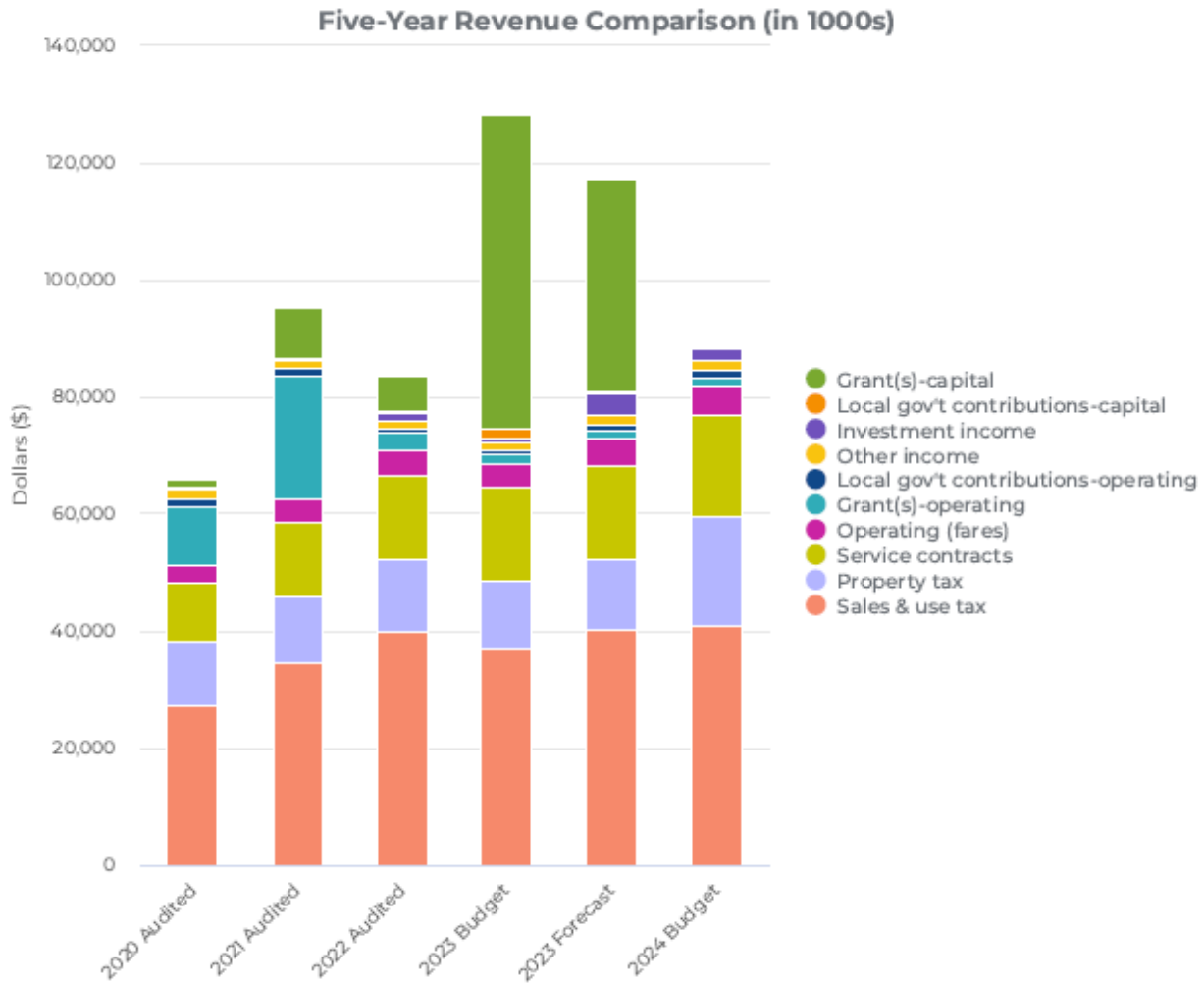
- With the capital-intensive nature of the transit industry, management continues to develop funding strategies for short- and long-term **capital replacement and improvement needs**. Funding strategies include a combination of financing options, pursuing grant opportunities, pay-go using fund balance,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

3. Consolidated Financial Overview

(in 1,000s)	General Fund	Service Contracts	Bus Stops/ PNR SRF	Mid Valley Trails SRF	Capital Projects Fund	Debt Service Fund	2024 Draft Budget	%
Beginning fund balance (Budget)	\$ 63,743	\$ -	\$ 97	\$ 323	\$ -	\$ 920	\$ 65,083	
Revenues:								
Sales and use tax	40,922	-	-	118	-	-	41,040	47%
Property tax	18,608	-	-	-	-	-	18,608	21%
Service contracts	-	17,402	-	-	-	-	17,402	20%
Operating revenue	4,733	-	-	-	-	-	4,733	5%
Grant revenue - operating	1,438	30	-	-	-	-	1,468	2%
Grant revenue - capital	-	-	-	-	-	-	-	0%
Local gov't contributions - operating	1,080	-	-	-	-	-	1,080	1%
Local gov't contributions - capital	27	-	-	-	-	-	27	0%
Other income	1,090	-	525	-	-	119	1,734	2%
Investment income	2,000	-	-	-	-	-	2,000	2%
Total revenues	\$ 69,898	\$ 17,432	\$ 525	\$ 118	\$ -	\$ 119	\$ 88,091	100%
Program expenditures:								
Fuel	\$ 2,426	\$ 895	\$ -	\$ -	\$ -	\$ -	\$ 3,321	3%
Transit	45,520	16,726	1,745	-	-	-	63,992	64%
Trails & Corridor Mgmt	1,277	-	-	141	-	-	1,418	1%
Subtotal operating exp.	\$ 49,224	\$ 17,621	\$ 1,745	\$ 141	\$ -	\$ -	\$ 68,731	68%
Capital	25,153	-	187	-	-	-	25,340	25%
Debt Service	1,882	-	-	-	-	4,394	6,276	6%
Total expenditures	\$ 76,259	\$ 17,621	\$ 1,932	\$ 141	\$ -	\$ 4,394	\$ 100,347	100%
Other financing sources	\$ 15,860	\$ 190	\$ 1,310	\$ -	\$ -	\$ 4,275	\$ 21,635	
Other financing (uses)	(5,775)	-	-	-	-	-	(5,775)	
Change in Fund Balance	\$ 3,724	\$ (0)	\$ (97)	\$ (23)	\$ -	\$ -	\$ 3,604	
Ending fund balance	\$ 67,467	\$ (0)	\$ -	\$ 299	\$ -	\$ 920	\$ 68,687	

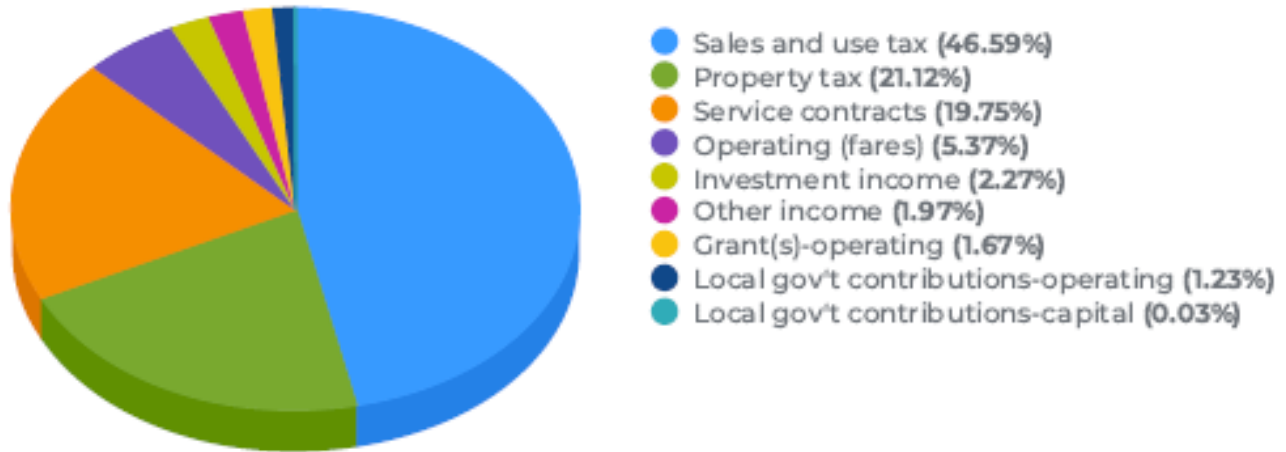
For an explanation of each fund, please refer to the Background section at the end of this report.

4. Estimated Revenue Composition & Assumptions



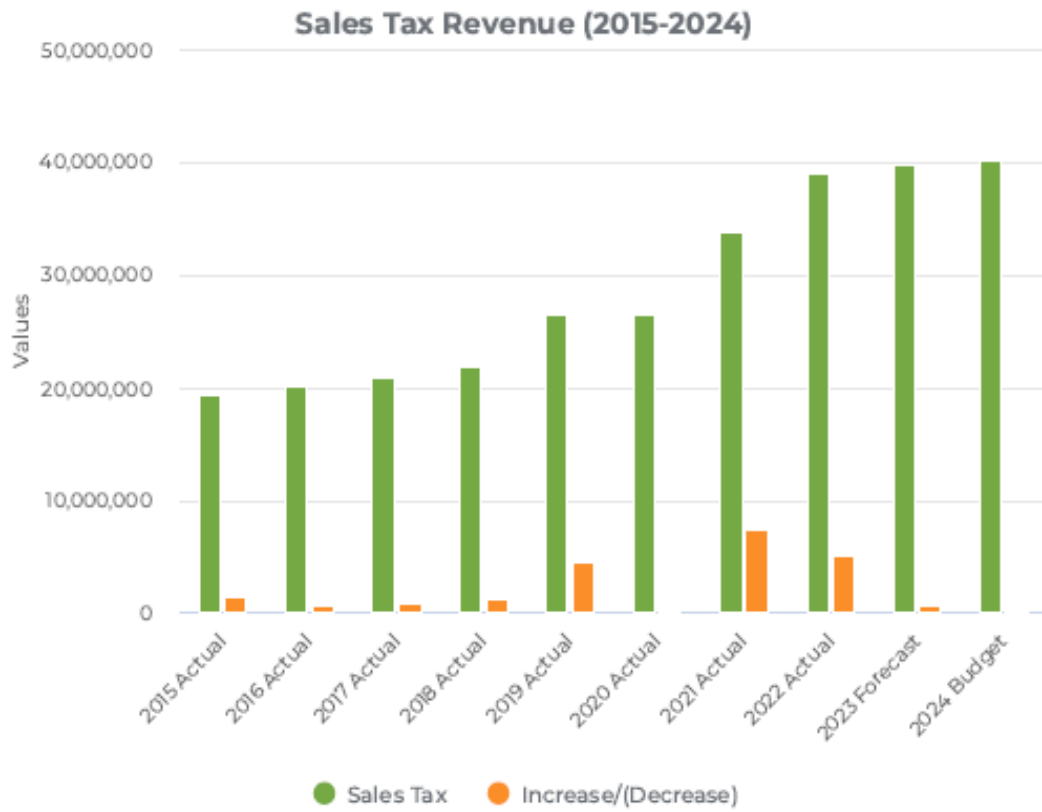
	2020	2021	2022	2023	2023	2024 Draft	24/23 Budget	
Revenues (in 1000s)	Audited	Audited	Audited	Budget	Forecast	Budget	\$ Dif	% Dif
Sales and use tax	\$ 27,125	\$ 34,528	\$ 39,800	\$ 38,924	\$ 40,495	\$ 41,040	\$ 2,116	5%
Property tax	11,232	11,409	12,390	11,844	11,933	18,608	6,764	57%
Service contracts	9,874	12,405	14,290	15,683	15,584	17,402	1,719	11%
Fare Revenue	2,934	4,136	4,543	4,244	4,730	4,733	489	12%
Grant revenue - operating	10,117	20,979	2,831	1,432	1,432	1,468	36	3%
Local gov't contributions - operating	1,510	1,374	560	610	1,120	1,080	470	77%
Other income	1,332	1,340	1,444	1,390	1,485	1,734	343	25%
Investment income	248	34	1,382	2,609	3,529	2,000	(609)	-23%
Subtotal Revenues - Operating	\$ 64,373	\$ 86,204	\$ 77,241	\$ 76,736	\$ 80,307	\$ 88,064	\$ 11,328	15%
Local gov't contributions - capital	103	130	331	2,223	801	27	(2,196)	-99%
Grant revenue - capital	1,508	8,608	6,071	53,461	35,954	-	(53,461)	-100%
Subtotal Revenues - Capital	\$ 1,611	\$ 8,739	\$ 6,403	\$ 55,684	\$ 36,755	\$ 27	\$ (55,657)	-100%
Total	\$ 65,984	\$ 94,943	\$ 83,644	\$ 132,419	\$ 117,061	\$ 88,091	\$ (44,328)	-33%

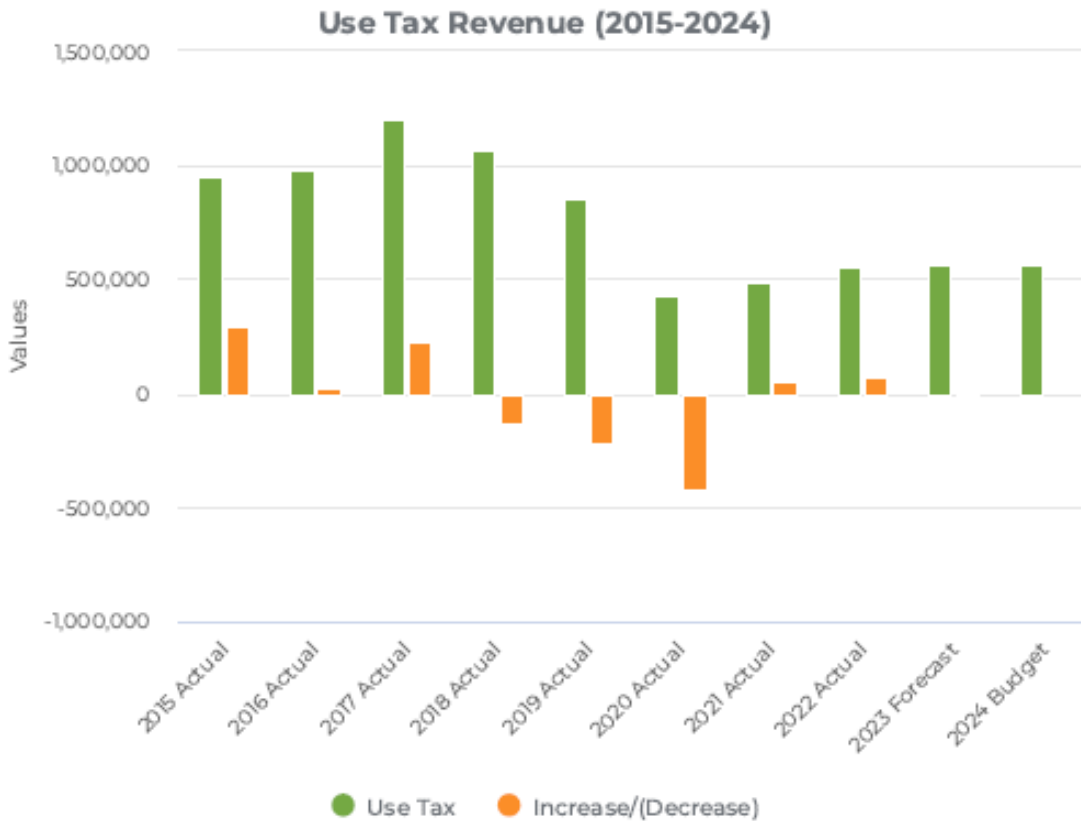
2024 Estimated Revenue Composition (in 1000s)



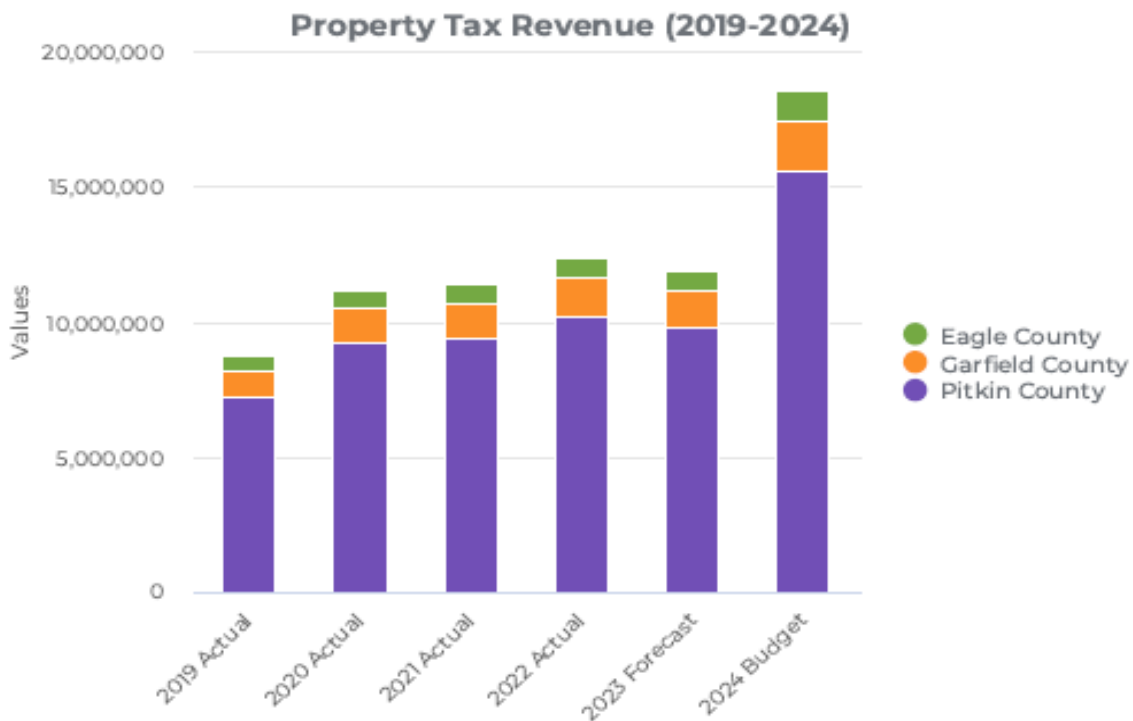
- **Sales Tax** revenues are dedicated taxes collected from member jurisdictions based on intergovernmental agreements. The chart below shows *preliminary* estimates by jurisdiction as of **September 2023**:

Member Jurisdictions	2024 % Increase / (Decrease)
Aspen	+1.8%
Basalt	0%
Carbondale	+1%
Glenwood Springs	+5%
Eagle County	0%
New Castle	+4%
Pitkin County	+1.5%
Snowmass Village	+3%





- Property tax revenues** are collected by the County Treasurer in Pitkin, Eagle and Garfield Counties within RFTA’s member jurisdictions. Based on the preliminary data received from Pitkin, Eagle and Garfield Counties, the preliminary assessed property value increases are **59.8%**, **58.8%** and **36.3%**, respectively. **The 2nd draft budget includes estimates for property tax revenues that are based on updated valuations from the respective county assessors and reflect the estimated impacts of SB22-238.** The Assessors’ Offices indicated that updated preliminary certifications will be provided by November 1 and Final certifications of assessed valuations will occur in December. Staff continues to monitor legislative efforts at the state level (i.e. Proposition HH) and any activity at the local level that explore opportunities to reduce the burden upon taxpayers due to significant increases in assessed property valuations. Based on initial discussions with RFTA’s Bond Counsel regarding Proposition HH, there is a lot that is still unclear with the measure and, if it passes, then it is possible that certain aspects of the measure may need to be clarified in further legislation or possibly by the courts. **If Proposition HH passes (SB23-303), the preliminary estimate of the impacts of the reduced assessment rates is a \$305,000 reduction in property tax revenues before consideration of the new inflation property tax revenue limit. Staff plans to calculate the limit with technical assistance from the Division of Local Government and legal counsel. Proposition HH provides a mechanism, however, for local governments to hold a public meeting to address the inflation property tax limit and pass a resolution to opt out.** Staff plans to provide a recommendation on Proposition HH after more due diligence has been performed.



- **Service contract revenues** are for service contract agreements based on hours and miles by route for each agreement and are billed on monthly basis. The Authority has service contract agreements with the Aspen Skiing Company, the City of Aspen, the City of Glenwood Springs and Garfield County (Traveler Program);
 - The Authority estimates hours and miles by route for each service contract agreement and calculates costs in accordance with each service contract agreement. Staff continues to work closely with its partners to make any modifications to service levels.

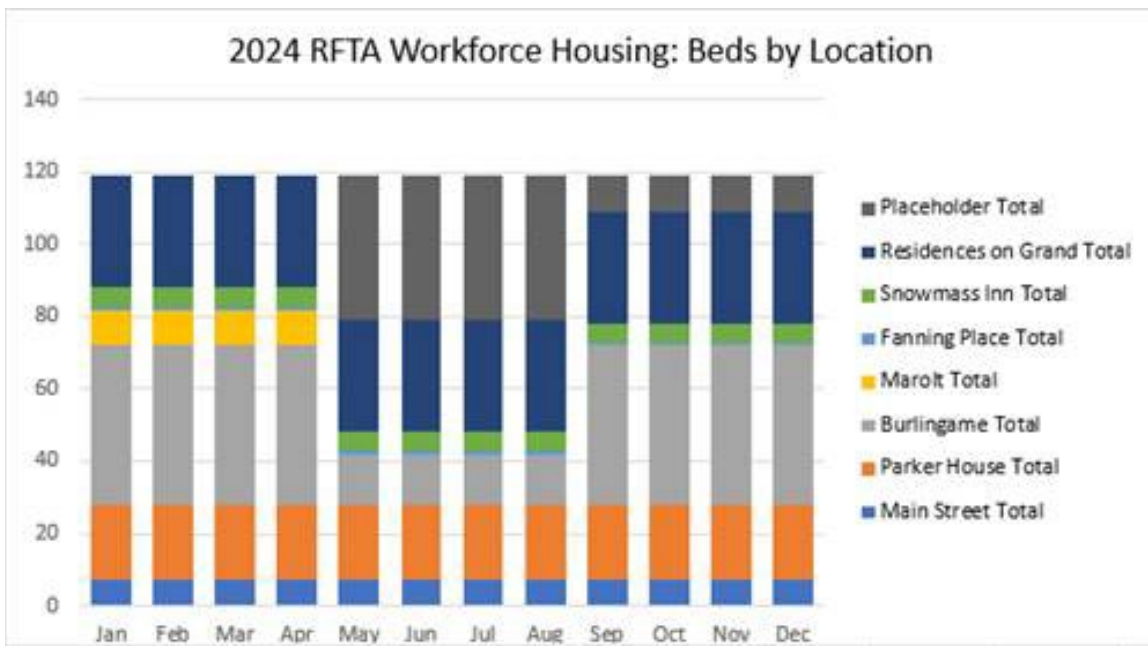
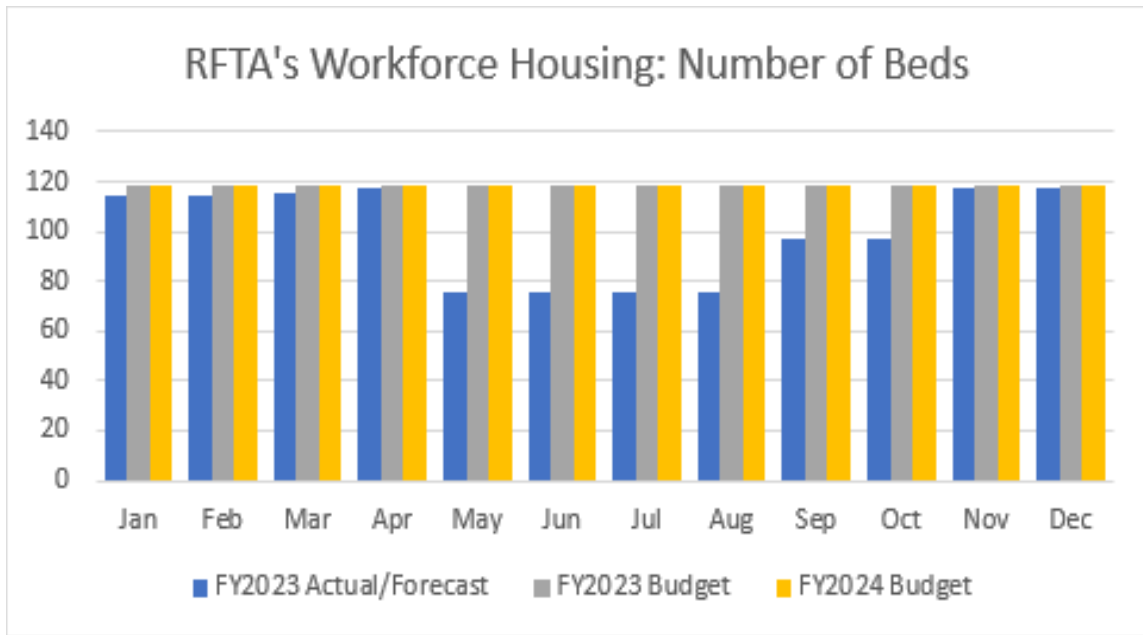
- **Operating revenues** are for transit fares collected primarily from regional routes, Highway 82 and the I-70 Corridor, as well as fares collected from the Maroon Bells Bus Tour;
 - At this time, staff is estimating a 5% increase in regional fare collections in 2023 compared to 2022 actuals. The increase is attributable to an increase in ridership. For the 2024 1st draft budget, fare revenues include a 0.1% increase to the 2023 forecast.
 - At this time, there is no fare adjustment assumed. Any fare changes directed by the Board will be considered and implemented following a 30-day public comment period and a Public Hearing.

- The Authority receives **operating and capital grant revenues** from the Federal Transit Administration and the Colorado Department of Transportation;
 - \$1,237,728 from **FTA Section 5311 operating grant** (increase from 2023; RFTA has received the 2024 award);
 - \$200,000 from **CDOT FASTER operating grant** (flat from 2023; 2024 grant amounts are anticipated to be awarded later in 2023);

- Staff will be seeking capital grant funds to assist funding various capital projects and purchases. Funds are appropriated after grants have been awarded. Additional grant revenues may be added before the final budget.
- **Local governmental contributions** are received to primarily assist in funding transit programs;
 - Assumes that **Garfield County's** support for the Grand Hogback bus service **will remain at \$550,000 in 2023, similar to 2022. RFTA and the County will be meeting to discuss a potential increase in the contribution for 2024.**
 - Assumes that the **City of Rifle's** support for the Grand Hogback bus service will remain the same at \$20,000. **RFTA has requested the City to consider an increase for 2024.**
 - Assumes that the **EOTC** provides \$106,090 and **RFTA member jurisdictions** provide **\$390,880** to support the Regional Bikeshare Plan:

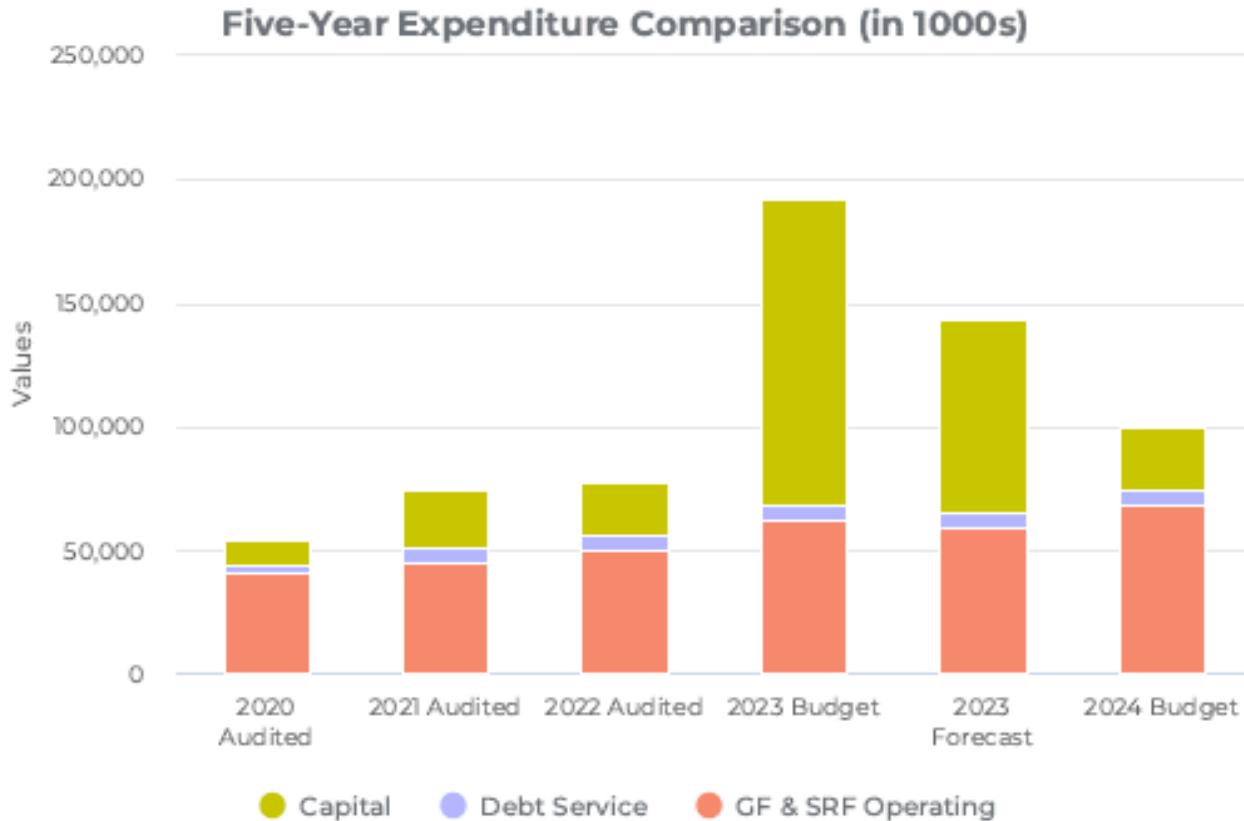
City of Aspen	\$	168,944
Pikitin County	\$	44,901
Town of Basalt	\$	51,602
Eagle County	\$	47,228
Town of Carbondale	\$	72,815
Town of Snowmass Village	\$	5,390
Subtotal	\$	390,880
EOTC	\$	106,090
Total	\$	496,970

- **Other income** primarily consists of employee housing rental revenue in the General Fund, vehicle registration fees in the Bus Stop/Park & Ride Special Revenue Fund, and credits from the Federal Government representing a reimbursement on a portion of the interest paid on the Series 2012A and 2013B Qualified Energy Conservation Bonds in the Debt Service Fund.
 - **Employee housing rental revenue estimates a 71% occupancy of the 2024 budget average of 119 available beds.**



- Assumes vehicle registration fees will remain flat to the 2023 forecast.
- Assumes a 5.7% sequestration rate on refundable credits applicable to the Authority's Build America Bonds and the Qualified Energy Conservation Bonds. The sequestration rate is subject to change.

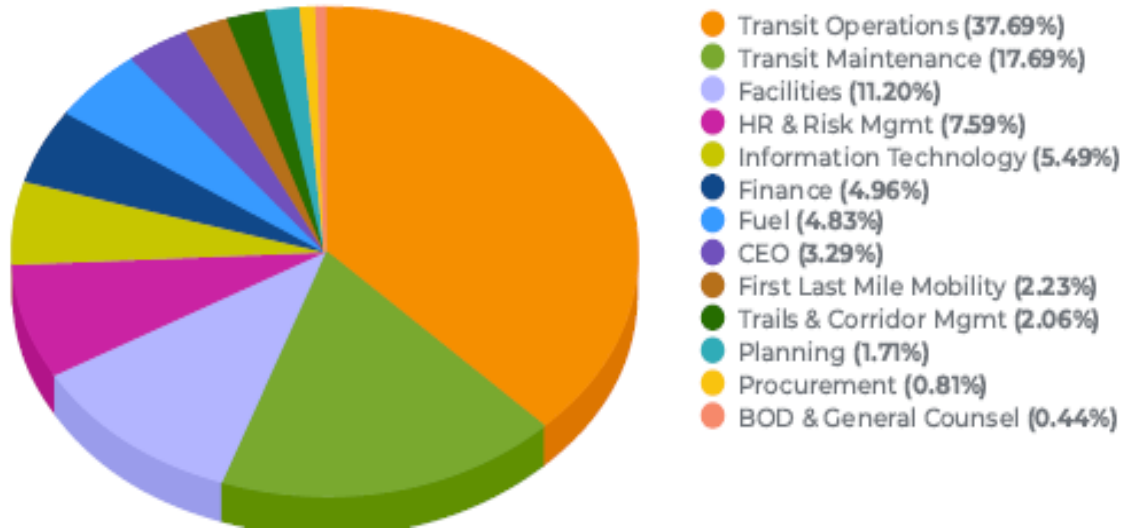
5. Expenditure by Program/Department & Assumptions



	2020	2021	2022	2023	2023	2024 Draft	24/23 Budget	
Expenditures (in 1000s)	Audited	Audited	Audited	Budget	Forecast	Budget	\$ Dif	% Dif
Fuel	820	1,209	1,605	2,580	2,184	2,426	(154)	-6%
Transit Maintenance	6,309	6,373	6,911	8,111	7,808	8,920	809	10%
Transit Operations	11,875	13,313	13,855	16,791	16,169	18,426	1,635	10%
Administration*	7,071	7,271	8,409	11,539	10,879	13,576	2,038	18%
Facilities	2,957	2,824	2,800	3,706	3,533	4,376	670	18%
Attorney & Board of Directors	172	236	133	218	276	222	4	2%
Trails & Corridor Mgmt	548	537	691	945	955	1,277	332	35%
Total GF Operating Expenditures	\$ 29,752	\$ 31,763	\$ 34,405	\$ 43,889	\$ 41,803	\$ 49,224	\$ 5,334	12%
SRF - Service Contracts	10,062	12,603	14,493	15,886	15,792	17,621	1,736	11%
SRF - Bus Shelter / PNR	850	787	913	1,721	1,671	1,745	24	1%
SRF - Mid Valley Trails	52	36	56	124	124	141	17	14%
Total GF & SRF Operating Expenditure:	\$ 40,716	\$ 45,189	\$ 49,866	\$ 61,620	\$ 59,390	\$ 68,731	\$ 7,111	12%
GF - Debt Service	1,100	2,609	1,530	1,691	1,691	1,882	192	11%
Debt Service Fund	2,733	3,304	4,400	4,397	4,397	4,394	(4)	0%
Total Debt Service	\$ 3,834	\$ 5,913	\$ 5,929	\$ 6,088	\$ 6,088	\$ 6,276	\$ 188	3%
Total Operating & Debt Service	\$ 44,549	\$ 51,102	\$ 55,795	\$ 67,708	\$ 65,478	\$ 75,007	\$ 7,299	11%
GF - Capital Outlay	5,213	15,460	10,855	104,750	57,762	25,153	(79,597)	-76%
SRF - Bus Shelter / PNR - Capital Outlay	-	-	-	-	-	187	187	0%
Capital Projects Fund	4,205	8,329	10,448	18,838	19,358	-	(18,838)	0%
Total Capital	\$ 9,417	\$ 23,789	\$ 21,303	\$ 123,588	\$ 77,120	\$ 25,340	\$ (98,248)	-79%
Total Expenditures - all funds	\$ 53,966	\$ 74,891	\$ 77,099	\$ 191,296	\$ 142,598	\$ 100,347	\$ (90,949)	-48%

* Administration includes Regional Bikeshare (beginning in 2023)

2024 Budget Operating Expenditures by Department



Department	Fund				2024 Draft Budget	%
	General Fund	Service Contracts	Bus Stops/ PNR SRF	Mid Valley Trails SRF		
Fuel	\$ 2,426	\$ 895	\$ -	\$ -	\$ 3,321	5%
Transit Maintenance	8,920	3,237	-	-	12,157	18%
Transit Operations	18,426	7,481	-	-	25,907	38%
CEO	1,662	600	-	-	2,262	3%
Procurement	410	148	-	-	558	1%
Finance	2,506	905	-	-	3,411	5%
Planning	863	312	-	-	1,175	2%
HR & Risk Mgmt	3,835	1,384	-	-	5,219	8%
Information Technology	2,770	1,000	-	-	3,770	5%
Facilities	4,376	1,580	1,745	-	7,701	11%
BOD & General Counsel	222	80	-	-	302	0%
Trails & Corridor Mgmt	1,277	-	-	141	1,418	2%
First Last Mile Mobility	\$ 1,531	\$ -	\$ -	\$ -	\$ 1,531	2.2%
Total	\$ 49,224	\$ 17,621	\$ 1,745	\$ 141	\$ 68,731	100%

- **Compensation Adjustments:**

- In accordance with the recent amendment to the pay schedule in the Collective Bargaining Agreement (CBA), full-time CDL bus operators received pay increases effective July 2, 2023 and the estimated cost increase to the 2024 budget is approximately \$1.6 million. Full-time CDL bus operators are subject to an annual scheduled pay increase, corresponding to each employee's anniversary date in accordance with their contract. The draft budget assumes 176 full-time bus operators, and approximately \$261,000 for the estimated annual wage increase.
- For positions outside of the CBA, the budget includes a placeholder for a compensation market review wage adjustment of approximately \$1 million and also a merit increase of up to 4% effective at each employee's annual performance review date resulting in an additional cost of approximately \$461,000.

- Request for Funding Applications: the draft budget includes three requests for funding, one of which is a multi-year funding request beginning in 2024. The budget currently reflects the following:

- **Garfield Clean Energy (GCE):** A three-year funding request beginning in 2024, subject to annual appropriation, to support three key program areas and projects: (1) Active Energy Management consultation services to RFTA for its facilities, and hosting of RFTA facilities on the Building Energy Navigator website, (2) Programs to promote active transportation, multi-modal transportation connecting transit and trails, and adoption of electric vehicles, and (3) Organizational administration, outreach, education, website and reporting. The multi-year funding request is \$45,000 for 2024, \$49,500 for 2025, and \$54,450 for 2026.
- \$10,000 from **Lower Valley Trail Association (LoVa)** in order to support the current effort on the 8.5-mile segment of the LoVa South Canyon Trail between West Glenwood Springs and New Castle, and assist with the feasibility of the Coal Ridge Trail connecting New Castle and Silt with Coal Ridge High School.
- \$4,000 from **Northwest Colorado Council of Governments** to help fund the match for their Section 5310 Mobility Management grant from CDOT.

- Capital Outlay: approximately \$25.3 million has been included in the 2nd draft budget:

Capital Expenditure by Project				
Description (in 1,000's)	Total Outlay	Lease Purch. Proceeds	Local Gov't Contribution	RFTA Share
General Fund				
Transit				
Electric Buses - 10	\$ 15,860	(15,860)		\$ -
ERP System - HRIS	1,475			1,475
Bus IVN Units Upgrade	804			804
Engine / Transmission rebuilds	600			600
AMF Bus Wash Replacement	592			592
Driver Bus Barriers	538			538
GMF Repairs	446			446
First-Last Mile Mobility Grant Program	433			433
We-Cycle Capital	279		(27)	251
GMF Rooftop Units 1 & 2	207			207
Facilities Truck w/plow Replacement - 2	175			175
Facilities Truck w/plow Expansion - 2	175			175
IT Equipment	165			165
Vehicle Maintenance Illustrated Parts Catalog	149			149
Toolcat	123			123
ERP Consulting Services	120			120
Tennant M30 Sweeper	90			90
GMF Bus Wash FRP Wall Panel Replacement	61			61
CMF-CDL Course Improvements	60			60
Safety Mitigation	50			50
SH82 TSP System - Phase I	47			47
AMF Bus Wash Fire Door	43			43
Operations Hand Radios	42			42
Motorpool Vehicle Replacement	39			39
Genie Lift	25			25
Motorpool Key Management System	20			20
Conx Box - Housing Storage	8			8
Subtotal Transit	\$ 22,626	\$ (15,860)	\$ (27)	\$ 6,738
Trails				
RGT Improvements - Asphalt Replacement	\$ 1,907			\$ 1,907
Roaring Fork Bridge-Construction	500			500
Trash & Recycle Bins-Bear Proof	59			59
Zero Turn Mower - 2	32			32
RGT Pedestrian Counters	19			19
RGT Bridge Inspection & Design	11			11
Subtotal Trails	\$ 2,527	\$ -	\$ -	\$ 2,527
Subtotal General Fund	\$ 25,153	\$ (15,860)	\$ (27)	\$ 9,265
Bus Shelter/PNR Fund				
Restroom Remodel: 27th St & Carbondale	\$ 71			\$ 71
Shelter Replacement: W Glenwood Mall	59			59
Shelter Replacement: 82&Serv Ctr Rd & UVStop84	58			58
Subtotal Bus Shelter/PNR Fund	\$ 187	\$ -	\$ -	\$ 187
Capital Expenditures Total	\$ 25,340	\$ (15,860)	\$ (27)	\$ 9,453

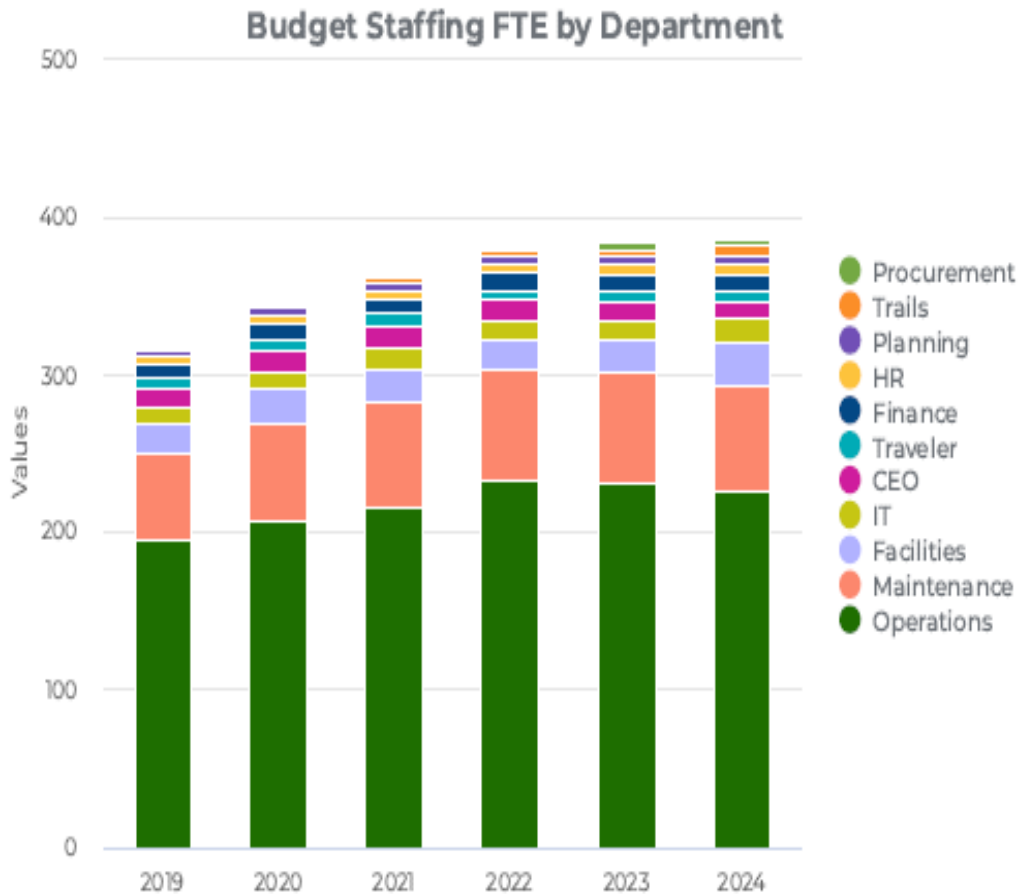
- The project list currently includes recurring capital needs, primarily related to 10 Replacement Buses (assumed lease purchase and a 2025 delivery for BEBs), engine and transmission rebuilds, Facilities improvements and equipment, various IT equipment and software, WE-Cycle Capital Contributions, First-Last Mile Mobility Grants, and Trails improvements.
- Staff has developed a list of projects that have been prioritized based on the **strategic initiatives** identified by the RFTA Board. Management has reviewed the list of strategic initiatives and identified high priority projects and updated the draft budget to include approximately ~\$20 million of projects included in the Destination 2040 Plan (notably the 10 Bus Replacements, Regional Bikeshare, and Rio Grande Trail improvements) and ~\$7.5 million for other initiatives. As staff continues to refine the revenue assumptions and operating budget over the course of the budget planning process, the project list will be updated accordingly based on priority.
- Certain expenditures may be added into the budget through supplemental budget appropriation resolutions during the budget year when funding is available in the case where actual revenues exceed projections or capital grants are awarded.

6. Other Financing Sources and Uses Assumptions

- Approximately \$1,310,000 of current available resources is budgeted to be transferred from the General Fund to the **Bus Stops/Park and Ride** Special Revenue Fund to fund the costs to operate and maintain the BRT stations & park and rides and other stops.
- RFTA will continue to contribute to the **Traveler Program** on behalf of its members located in Garfield County as reflected by the budgeted transfer of approximately \$190,000 of current available resources from the General Fund to the Service Contract Special Revenue Fund.
- In accordance with bond resolutions, approximately \$4.27 million of current available resources will be transferred from the General Fund to the **Debt Service** fund which will be used to fund current debt service payments on RFTA's outstanding bonds from 2012, 2013, 2019 and 2021.

7. Staffing

- Assumes 385.6 full-time equivalents (FTEs) compared to 383.7 budgeted in 2023.



- 176 full-time bus operators are needed for the initial 2024 transit service level plan, a decrease of 6 FTEs
- Elimination of 1.32 non-CDL bus operators during 2024 due to the estimated completion of the GMF Expansion Project
- Increase of one Operations Manager added in 2023
- Add one Senior Program Manager in 2024 that was temporarily removed in 2023
- Adds 1 Dispatch Supervisor (Operations)
- Adds 1 Senior HR Generalist
- Adds 1 IT Systems Analyst (IT) (effective May 1, 2024)
- Adds 1 Facilities Road Crew Supervisor (effective April 1, 2024)
- Adds 1 Facilities Road Technician II (effective April 1, 2024)
- Adds 2 Facility Tech III positions (GMF) (effective June 1, 2024)
- Adds 1 Janitor (GMF) (effective June 1, 2024)
- Adds 1 Seasonal Trails Technician (Trails) (effective for 7 months)

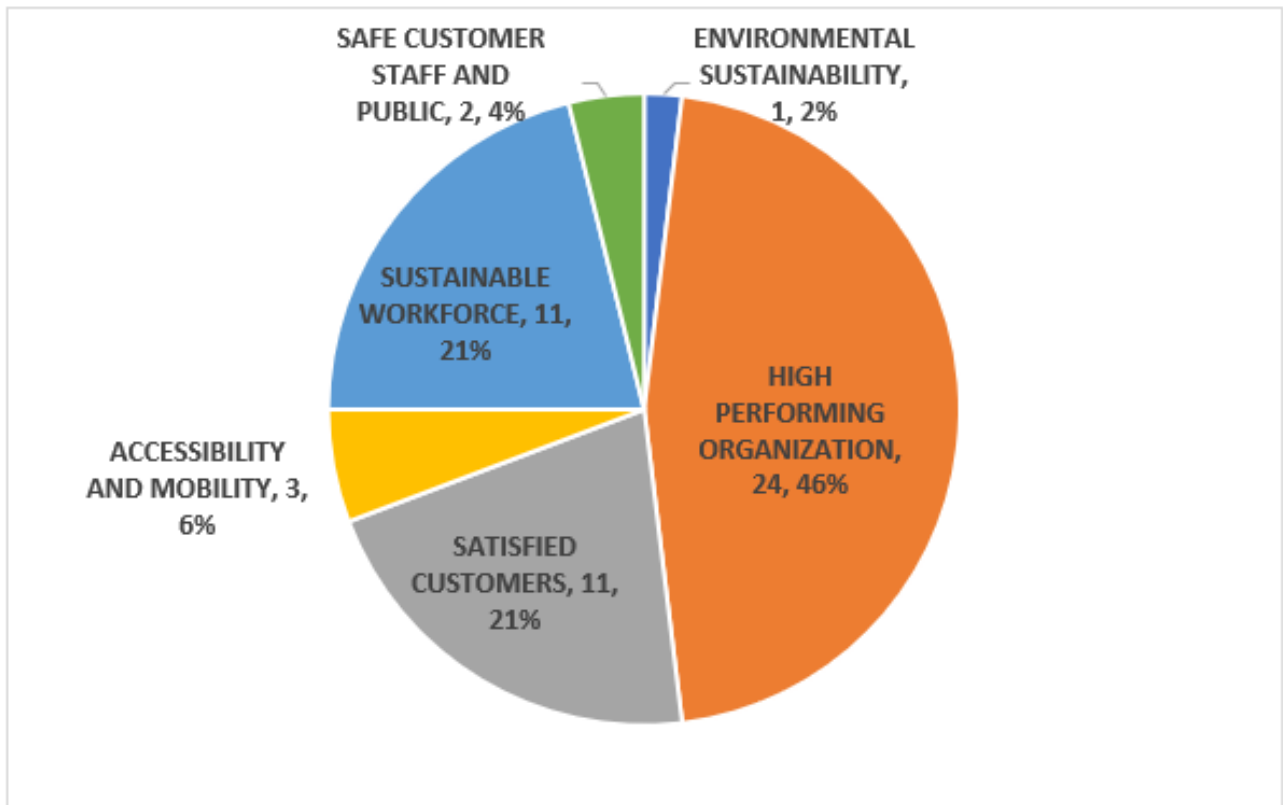
8. Major Goals

The following are a list of notable projects included in the budget:

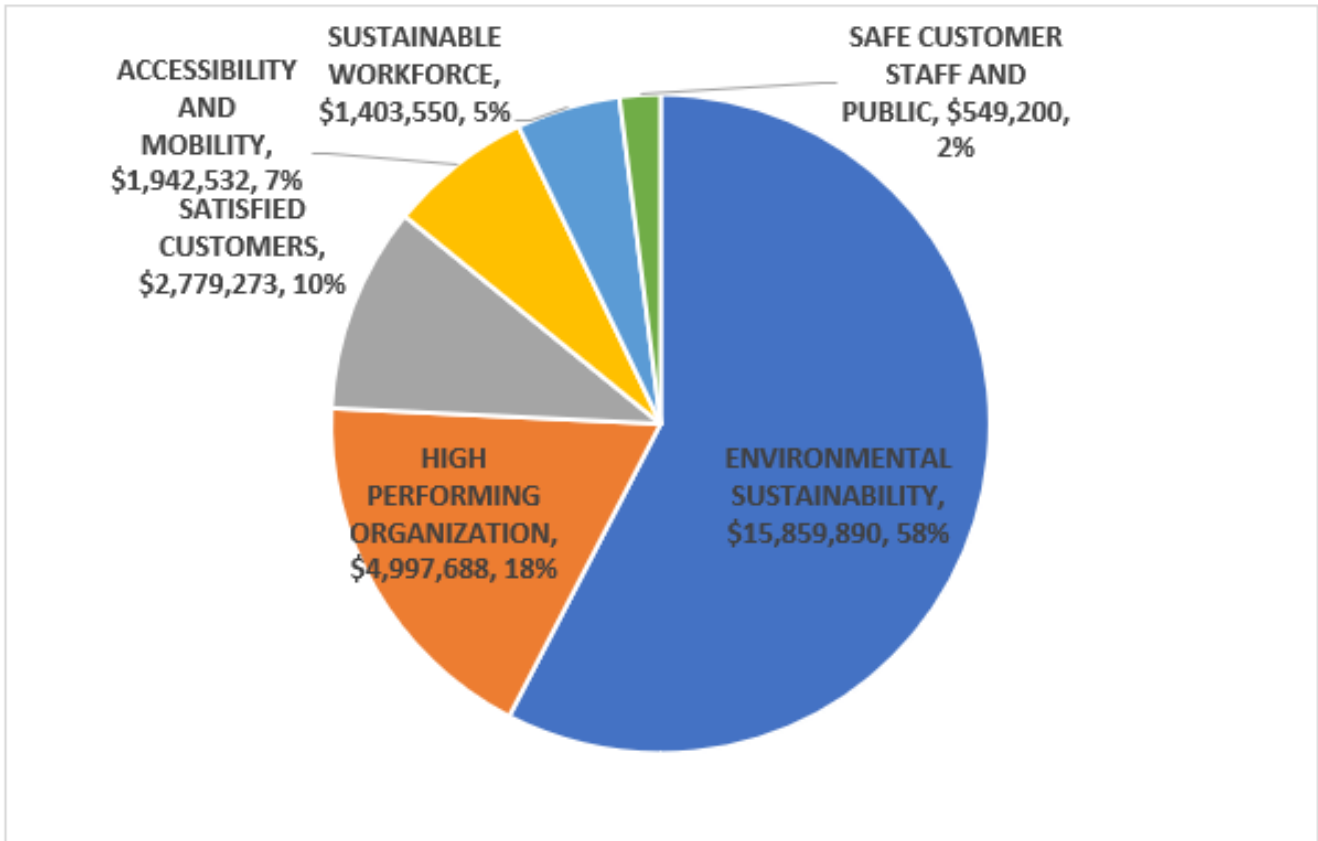
- 10 Bus Replacements with BEBs
- 2nd year of the 2023 – 2028 Regional Bikeshare Plan
- Continued expansion of the First-Last Mile Mobility (FLMM) Grant Program
- Rio Grande Trail Improvements
- HRIS System
- Bus IVN Unit Replacements
- Driver Barrier Improvements
- AMF Bus Wash Replacement
- Compensation Market Survey Adjustments
- Employer Match Retirement Program

The charts below illustrate an overview of the preliminary number of key initiatives and estimated costs included in the draft budget by the Outcome Areas identified in RFTA's Strategic Plan.

Preliminary Number of Key Initiatives by Outcome Area:



Preliminary Estimated Budget for Key Initiatives by Outcome Area:



Notable projects included in the 2023 budget, which are expected to be continued in 2024 due to timing:

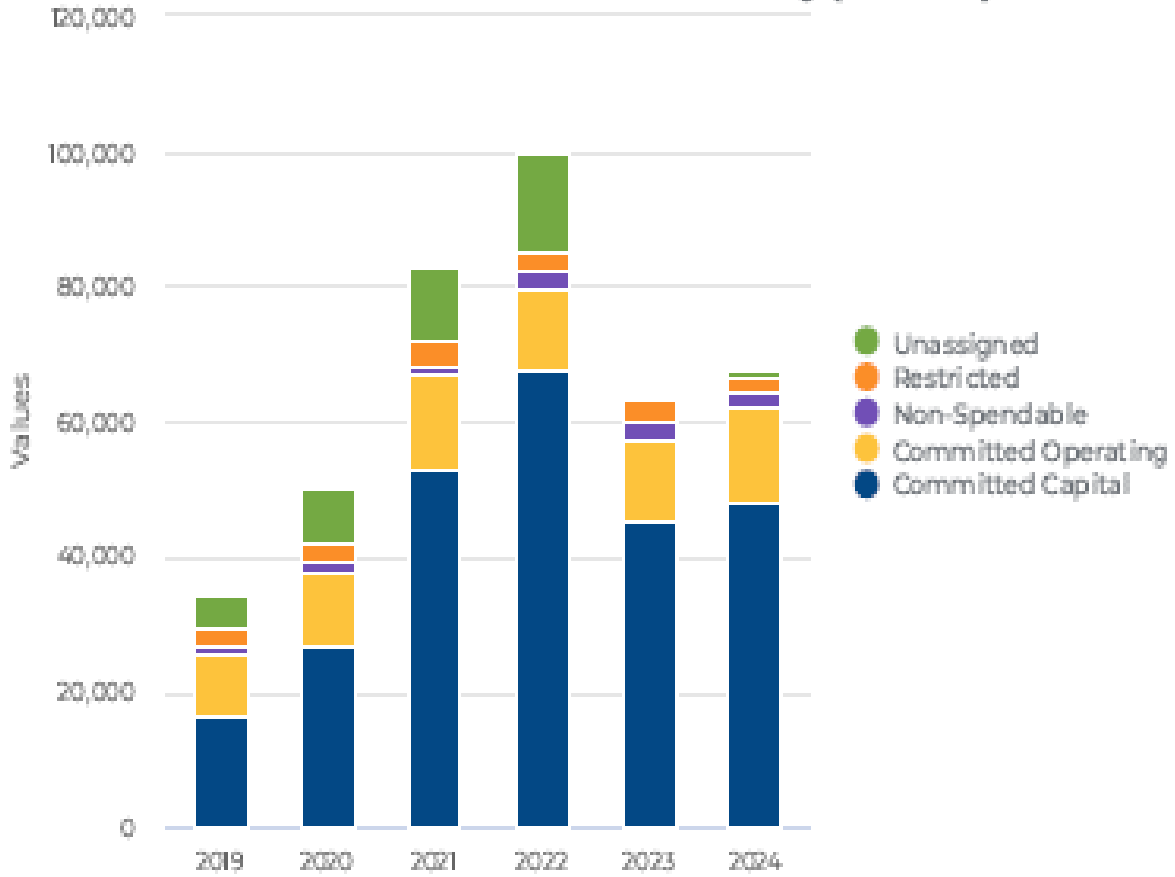
- Glenwood Maintenance Facility (GMF) Expansion Phases 3,4, 5, & 7
- Glenwood Maintenance Facility (GMF) Expansion Phase 6 Design
- Grade Separated Pedestrian Crossings of Highway 82 and 27th Street in Glenwood Springs
- RFTA Housing Renovation of the Iron Mountain Inn (the former Rodeway Inn) in Glenwood Springs
- RFTA Housing Policy and Program Study
- Zero Emission Vehicle (ZEV) Roadmap
- CEO Succession Planning
- Battery Electric Bus On-Route Charger Project
- Contribution to the Glenwood Springs South Bridge Project
- Contribution to the Town of Snowmass Village Transit Station Project
- Contribution to LoVa Trail Project
- Roaring Fork Bridge Construction

9. Fund Balance

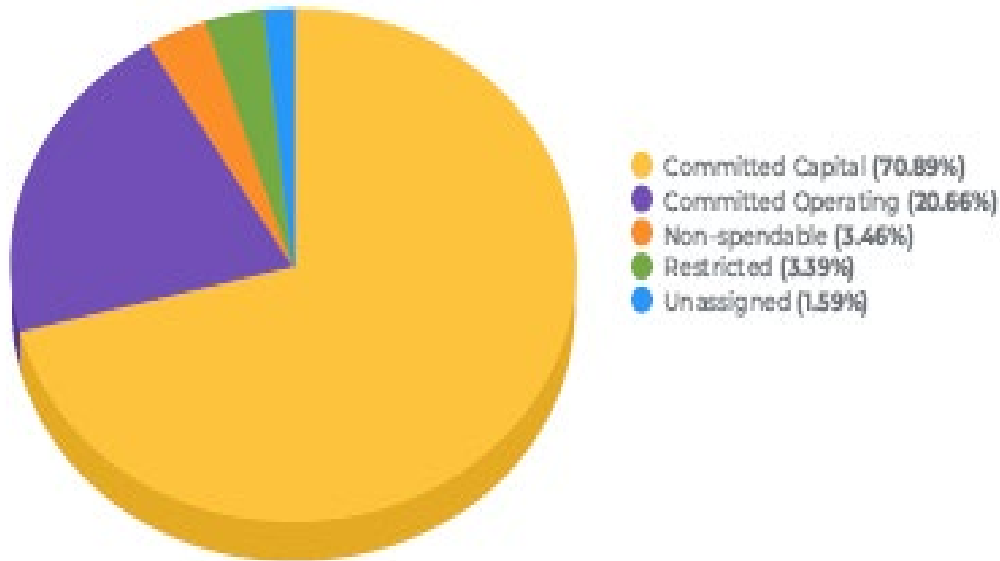
	General	Service	Bus	Mid	Capital	Debt	
(in 1,000s)	Fund	Contracts	Stops/ PNR	Valley Trails	Projects Fund	Service Fund	Total
Beginning fund balance (budget)	\$ 63,743	\$ -	\$ 97	\$ 323	\$ -	\$ 920	\$ 65,083
Revenues	69,898	17,432	525	118	-	119	88,091
Expenditures	(76,259)	(17,621)	(1,932)	(141)	-	(4,394)	(100,347)
Other financing source/(use)	10,085	190	1,310	-	-	4,275	15,860
Change in net assets	\$ 3,724	\$ -	\$ (97)	\$ (23)	\$ -	\$ -	\$ 3,604
Ending fund balance	\$ 67,467	\$ -	\$ -	\$ 300	\$ -	\$ 920	\$ 68,687
Ending fund balance composition:							
Non-spendable fund balance	\$ 2,337						\$ 2,337
Restricted fund balance	2,285	\$ -	\$ -	\$ 300	\$ -	\$ 920	3,504
Committed fund balance:							
Operating reserves	13,942						13,942
Facilities capital reserves	6,389						6,389
Transit capital reserves	31,999						31,999
Trails capital reserves	3,284						3,284
FLMM reserves	6,157						6,157
Unassigned fund balance	1,074						1,074
Ending fund balance	\$ 67,467	\$ -	\$ -	\$ 300	\$ -	\$ 920	\$ 68,687

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

General Fund's Fund Balance History (in 1000s)



2024 Projected General Fund Balance Composition



10. Background information

Fund and fund structure

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

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

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

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

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

Capital Project Fund reports activity for a variety of Capital Projects related to transit assets and infrastructure such as the Battery Electric Bus Pilot program, GMF Vehicle Maintenance Expansion Project, AMF Phase 9

Fuel Farm Replacement Project, and SH82 Mid-Valley Bus Stop Improvements Project. Projects funded through 2019 and 2021 bond proceeds contain expenditures that are certain and specific in accordance with State and Federal tax law as identified by Bond Counsel.

Debt Service Fund:

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

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 6. B.

Meeting Date:	October 12, 2023
Subject:	27 th St and HWY 82 Underpasses Construction Project Update
Strategic Outcome:	1.0 Safe Customers, Workforce and General Public 2.0 Accessibility and Mobility
Strategic Objective:	1.1 Customers are safe at RFTA facilities and riding RFTA services 1.2 The Public is safe and comfortable using the Rio Grande trail 2.2 Trail and transit users move safely, quickly and efficiently 2.6 Identify and reduce barriers to riding transit and accessing trails
Presented By:	Ben Ludlow, Interim Senior Project Manager
Staff Recommends:	Review and discuss the upcoming 27 th St. and Highway 82 underpasses construction project schedule and impacts.
Executive Summary:	RFTA and its contractor, Myers and Sons, started the construction of the 27 th and HWY 82 underpasses this past April. This presentation will update the board on construction activities completed to date.
Background/ Discussion:	Informational update.
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:	None at this time
Attachments:	Yes, please click on link: ”27th Street Project Presentation 10.12.2023.pdf,” or see, ”27 th Street Project Presentation 10.12.2023.pdf, ”included in the October 2023 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet.

**RFTA BOARD OF DIRECTORS MEETING
“INFORMATION/UPDATES” AGENDA SUMMARY ITEM # 7. A.**

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: October 12, 2023

Garfield County Transportation Improvement Subcommittee (GCTIC): Jason Smith, Director, Region 3, CDOT, and Nathan Lindquist, CDOT Land Use Planner/Analyst, conducted a meeting with the Garfield County Transportation Improvement Subcommittee (GCTIC) on September 28, 2023. All municipal jurisdictions were represented, along with RFTA, however, no representative from Garfield County was available to attend the meeting.

In general, participants discussed the development of a Purpose Statement, which should attempt to succinctly encapsulate the benefits to be derived from regional collaboration around multi-modal transportation and TDM strategies to avoid gridlock and reduce automobile congestion, in order to preserve the economy, the environment, and the quality of life.

Anticipated outcomes of regional collaboration would be improved and timely communication regarding transportation issues of interest, more detailed Transportation Demand Management planning to help reduce single occupant vehicle trips, and higher-level regional transportation planning.

Community Builders was suggested as a possible entity to help facilitate the roundtable meetings, and CDOT representatives indicated that they would attempt to identify grants that could help to pay for any potential plans that shake out of the process, and develop a scope of work for any consultant assistance required.

The GCTIC will reconvene in November.

Fall Edition of RFTA “Behind the Wheel:” Another fabulous edition of the RFTA “Behind the Wheel” newsletter can be found by following this link: [Behind the Wheel Fall Edition.pdf](#). Also, you can find the “Behind the Wheel – 2023 Fall Edition.pdf” in the October 2023 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the RFTA Board Meeting Agenda. The “Behind the Wheel” newsletter is produced and edited by Terri Rider, HR Business Specialist III, with eye-catching graphic layouts by RFTA’s Creative Communications Associate, Yazmin Carlson.



Come to the LoVa “Meet Me in the Middle Trail Project” Ribbon Cutting! The LoVa Trail partnership for this 700-foot section of the trail includes the Town of New Castle, City of Glenwood Springs, Garfield County, RFTA and LoVa. The estimated cost of the project was \$1.45 million, with RFTA agreeing to contribute approximately \$195,000. More details about the trail project can be found by following the link below to a recent Post-Independent article. The ribbon cutting ceremony will be held at 11:00 a.m., October 11th.

[Segment of LoVa Trail in West Glenwood nears completion, executive director says | PostIndependent.com](https://www.postindependent.com/story/news/2023/09/28/segment-of-lova-trail-in-west-glenwood-nears-completion-executive-director-says/7044247002/)

TIME TO CELEBRATE!

LoVa Trail Ribbon-Cutting

Wednesday, October 11 @ 11:00 am

Mitchell Creek Bridge, West Glenwood

RSVP to jgolay@lovatrails.org

MEET ME IN THE MIDDLE

Ridership: Through **August 2023**, RFTA’s year-to-date system-wide ridership was **3,458,623** up **18.2%** compared to **2,926,466** passengers through **August 2022**.

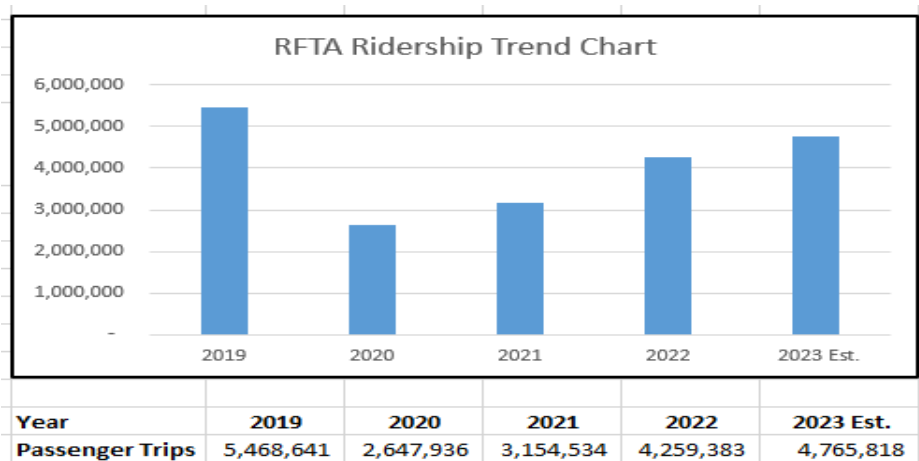
The chart below compares year-to-date **August 2023** ridership with year-to-date **August 2019** pre-pandemic ridership. Overall, year-to-date system-wide ridership through **August 2023** was down **13%** compared to year-to-date system-wide ridership through **August 2019**. Valley ridership was down **6%** and Hogback ridership was up **67%** compared with year-to-date **August 2019**.

Total Ridership YTD Comparison: 2019 vs. 2023			
Service	YTD August 2019	YTD August 2023	% Vari YTD 2023 to YTD 2019
Aspen	1,021,939	726,086	-29%
Valley	1,952,093	1,839,230	-6%
Hogback	70,288	117,540	67%
Other	924,352	775,767	-16%
Total	3,968,672	3,458,623	-13%

When looking only at the month of **August 2023** ridership compared to **August 2019** (pre-pandemic), system-wide ridership was down **24%**, and City of Aspen ridership was down **28%**, Valley ridership was down **13%**, Hogback ridership was up **82%**, and Other ridership, which includes Ride Glenwood and Aspen Skiing Company, was down **47%** (see below).

Ridership Comparison: August 2019 vs. August 2023			
Service	Aug-19	Aug-23	% Vari Aug 2023 to Aug 2019
Aspen	111,029	79,580	-28%
Valley	276,622	240,506	-13%
Hogback	8,852	16,153	82%
Other	140,895	74,858	-47%
Total	537,398	411,097	-24%

The RFTA Ridership Trend Chart below reflects how RFTA ridership has been rebuilding since 2019:



RFTA 2023 Work Plan for Destination 2040 Implementation

E1 - Bus Replacement – 19, 40’ 9 clean diesel and 10 CNG, low floor buses

2023 Budget: \$11,341,890	% Complete: 100%	Last Updated: June 2023
<ul style="list-style-type: none"> 2021 and 2022 Budget included funding to purchase 19 replacement clean diesel, low floor buses. This budget was appropriated in the 2022 Annual Budget appropriation. 		<ul style="list-style-type: none"> 9 of 9 Clean Diesel buses delivered May 2023. 4 of 10 CNG buses delivered.

E2 - Bike Share Expansion

2023 Capital Budget: \$2,064,858	% Complete: 50%	Last Updated: August 2023
<ul style="list-style-type: none"> 2023 Budget includes \$2,064,858 to purchase and implement bike share in Carbondale. 		<ul style="list-style-type: none"> Carbondale Bike Share officially launched on August 4th.

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

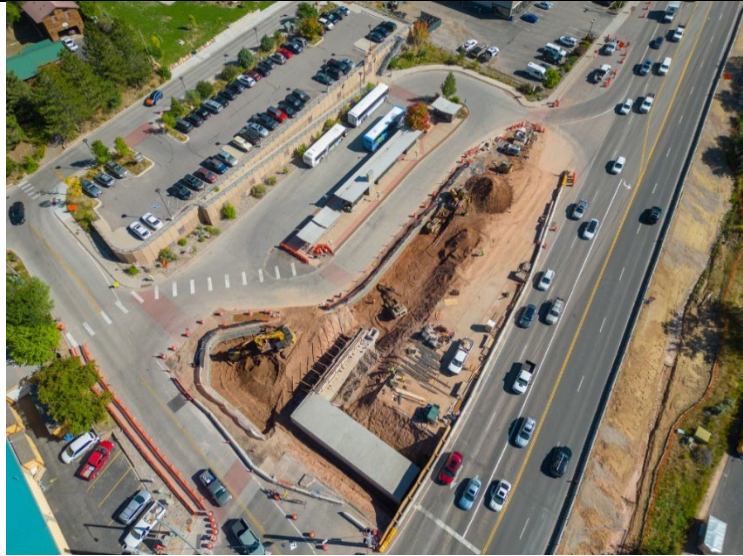
2023 Budget: \$2,803,850	% Complete: 100%	Last Updated: June 2023
<ul style="list-style-type: none"> 2022 Budget includes funding to purchase 5 expansion low floor clean diesel buses. 		<ul style="list-style-type: none"> 5 of 5 Clean Diesel buses delivered May 2023

C13 – Town of Snowmass Village Transit Center

2023 Budget: \$500,000	% Complete: 20%	Last Updated: June 2023
<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"> Snowmass is redesigning transit center to address community concerns. TOSV Planning and Zoning Board rejected Transit Center Plans. Town Council also rejected plans. Project is currently tabled.

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

2023 Budget: \$3,800,392	% Complete: 30%	Last Updated: October 2023
<ul style="list-style-type: none"> In 2023 RFTA staff plan to contract with a construction team and begin construction of the 27th Street and SH-82 Underpass in spring 2023. 		<ul style="list-style-type: none"> Pouring of the box on the eastern leg of HWY 82 is complete Project update will be provided at October Board meeting



Aerial view of 27th / HWY82 Underpass construction



East side of HWY 82 underpass at 27th Street Station

S4 - Buttermilk Underpass

2023 Budget: \$0	% Complete: 0%	Last Updated: July 2023
<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"> EOTC has tabled this project after community feedback and initial feasibility study.

S7 - Glenwood Maintenance Facility (GMF) Expansion

2022 Budget: \$28,246,556	% Complete: 30%	Last Updated: October 2023
------------------------------	-----------------	----------------------------

- Construction funding for phases 3,4,5,7 has been appropriated in 2023 Annual Budget.
- Design funding for Phase 6 has been appropriated in 2023 Annual Budget.

Phase 3,4,5,7

- Steel structure is erected.
- Roof and wall panels being installed



Aerial view of GMF construction site



Aerial view of GMF construction site



Wall panels being tilted in place

Phase 6 and 8 (Transit Center and Operations Center and warehouse building)

- SEH Engineering has been selected for the design of Phase 6.

S10 - Replacement Housing

2022 Budget: \$50,000	% Complete: 10%	Last Updated: October 2023
<ul style="list-style-type: none"> • Funding for a comprehensive housing policy effort has been included in the 2023 annual budget appropriation to help define the housing type RFTA should build. 		<ul style="list-style-type: none"> • EPS background research and stakeholder interviews is underway. • Phase 1 of Study to be complete with Board Presentation at November Board meeting.

Planning Department Update, October 2023 – David Johnson, Director of Planning

Please see the click on the links: "[10.12.2023 Planning Department Update.pdf](#)," and "[3Q 2023 Grant Report.pdf](#)" or see "10.12.2023 Planning Department Update.pdf," and "3Q 2023 Grant Report.pdf" included in the September 2023 RFTA Board Meeting Portfolio.pdf, attached to the email transmitting the RFTA Board Meeting Agenda packet.

Finance Department Update, October 2023 – Michael Yang, CFAO

2023 Actuals/Budget Comparison (August YTD)

2023 Budget Year				
General Fund	August YTD			Annual Budget
	Actual	Budget	% Var.	
Revenues				
Sales and Use tax (1)	\$ 20,573,159	\$ 18,264,676	12.6%	\$ 36,813,900
Property Tax	\$ 11,932,665	\$ 11,843,939	0.7%	\$ 11,843,939
Grants	\$ 15,125,123	\$ 15,125,123	0.0%	\$ 54,862,431
Fares (2)	\$ 3,046,970	\$ 2,482,371	22.7%	\$ 4,243,700
Other govt contributions	\$ 1,614,385	\$ 1,213,063	33.1%	\$ 2,433,143
Other income (3)	\$ 3,682,252	\$ 961,071	283.1%	\$ 1,406,600
Total Revenues	\$ 55,974,556	\$ 49,890,243	12.2%	\$ 111,603,713
Expenditures				
Fuel (4)	\$ 1,300,585	\$ 2,155,882	-39.7%	\$ 2,579,765
Transit	\$ 24,907,930	\$ 25,401,318	-1.9%	\$ 39,674,261
Trails & Corridor Mgmt	\$ 420,741	\$ 440,488	-4.5%	\$ 944,890
Capital	\$ 19,135,795	\$ 19,043,151	0.5%	\$ 97,884,966
Debt service	\$ 762,703	\$ 762,703	0.0%	\$ 1,900,833
Total Expenditures	\$ 46,527,753	\$ 47,803,542	-2.7%	\$ 142,984,715
Other Financing Sources/Uses				
Other financing sources	\$ 3,479,875	\$ 3,465,770	0.4%	\$ 3,669,760
Other financing uses	\$ (3,290,703)	\$ (3,290,703)	0.0%	\$ (5,179,954)
Total Other Financing Sources/Uses	\$ 189,172	\$ 175,067	8.1%	\$ (1,510,194)
Change in Fund Balance (5)	\$ 9,635,974	\$ 2,261,769	326.0%	\$ (32,891,196)

- (1) Sales and Use Tax Revenues are received 2 months in arrears (i.e. June sales and use tax revenue is deposited and recorded in August).
- (2) Through August, fare revenue and ridership are increased by 12% and 19%, respectively, compared to the prior year. The average sale per transaction was approximately \$12.14 in August 2022 compared to \$6.69 in August 2023. The primary driver for this decrease is due to Mobile App functionalities (i.e. one-way purchases) as compared to only offering Stored Value Card purchases at the Ticket Vending Machines. The Mobile App was implemented in November 2022. The chart below provides a YTD August 2022/2023 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 8/2022	YTD 8/2023	Increase/ (Decrease)	% Change
Regional Fares	\$ 1,954,685	\$ 2,232,531	\$ 277,846	14%
Maroon Bells	\$ 719,965	\$ 771,285	\$ 51,320	7%
Total Fare Revenue	\$ 2,674,650	\$ 3,003,816	\$ 329,166	12%
Ridership on RFTA Regional Services*:	YTD 8/2022	YTD 8/2023	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	528,666	598,478	69,812	13%
BRT	587,571	721,431	133,860	23%
SM-DV	37,717	53,343	15,626	41%
Grand Hogback	90,744	117,540	26,796	30%
Maroon Bells	126,509	136,210	9,701	8%
Total Ridership on RFTA Fare Services	1,371,207	1,627,002	255,795	19%
Avg. Fare/Ride	\$ 1.57	\$ 1.50	\$ (0.07)	-5%
Avg. Fare/Ride MB	\$ 5.69	\$ 5.66	\$ (0.03)	-1%

- (3) Through August, higher interest rates have yielded excess investment income compared to budget.
- (4) Fuel savings are due to lower actual transit mileage compared to budget and lower fixed forward pricing compared to budget.
- (5) Over the course of the year, there are times when RFTA operates in a deficit; however, at this time we are projecting that we will end the year within budget.

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage August YTD				Hours August YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	2,534,810	2,776,786	(241,976)	-8.7%	117,490	126,975	(9,484)	-7.5%
City of Aspen	394,565	403,556	(8,991)	-2.2%	45,949	46,013	(65)	-0.1%
Aspen Skiing Company	214,653	217,657	(3,004)	-1.4%	15,329	16,045	(717)	-4.5%
Ride Glenwood Springs	75,087	78,380	(3,293)	-4.2%	6,676	6,605	71	1.1%
Grand Hogback	278,849	286,350	(7,501)	-2.6%	12,725	13,528	(803)	-5.9%
Specials/Charters	1,948	3,750	(1,802)	-48.0%	327	279	48	17.0%
Senior Van	5,549	5,741	(192)	-3.3%	912	907	4	0.5%
MAA Burlingame	12,315	12,672	(357)	-2.8%	1,117	1,138	(21)	-1.8%
Maroon Bells	56,656	54,897	1,759	3.2%	4,296	4,277	19	0.4%
Subtotal - Transit Service	3,574,434	3,839,789	(265,355)	-6.9%	204,820	215,768	(10,948)	-5.1%
Training & Other	11,353	18,870	(7,517)	-39.8%	16,604	17,675	(1,071)	-6.1%
Total Transit Service, Training & Other	3,585,787	3,858,659	(272,872)	-7.1%	221,424	233,443	(12,019)	-5.1%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report				
Service	Aug-22 YTD	Aug-23 YTD	# Variance	% Variance
City of Aspen	644,704	726,086	81,382	12.62%
RF Valley Commuter	1,564,250	1,839,230	274,980	17.58%
Grand Hogback	90,744	117,540	26,796	29.53%
Aspen Skiing Company	338,431	435,626	97,195	28.72%
Ride Glenwood Springs	120,366	165,649	45,283	37.62%
X-games/Charter	10,732	7,304	(3,428)	-31.94%
MAA Burlingame	30,090	29,771	(319)	-1.06%
Maroon Bells	126,509	136,210	9,701	7.67%
Senior Van	640	1,207	567	88.59%
Total	2,926,466	3,458,623	532,157	18.18%
Subset of Roaring Fork Valley Commuter Service with BRT in 2023				
Service	YTD Aug 2022	YTD Aug 2023	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	446,732	511,223	64,491	14.44%
BRT	502,315	625,412	123,097	24.51%
Total	949,047	1,136,635	187,588	19.77%

S&P Global Ratings Raises its Long-Term Rating from “AA-“ to “AA” for RFTA’s Outstanding Series 2021A Property Tax Revenue Bonds and Revised its Outlook from Positive to Stable

On June 9, 2023, S&P Global informed RFTA that, under the Global Not-For-Profit Transportation Infrastructure Enterprises (TIE) criteria, it was in the process of reviewing the rating on RFTA’s Series 2021A Property Tax Revenue bonds as part of their ongoing surveillance. RFTA staff worked diligently to prepare the requested financial and operating information and, from July through September, RFTA staff provided the requested information to the S&P and had a follow-up conference call with them to provide additional financial and operating insights. On September 29, 2023, S&P Global Ratings published its summary report on RFTA where it revised its outlook from positive to stable and upgraded its ‘AA-’ long-term rating to “AA” on RFTA’s Series 2021A Property Tax Revenue bonds. Per the report, “The rating reflects our opinion of RFTA’s strong enterprise risk profile, very strong financial risk profile, and the significant credit support that tax revenue provides. Tax revenue grew 13.6% in 2022 to approximately \$52.2 million--\$12.4 million in property tax and \$39.8 million in sales and use tax—equaling 68.7% of total revenue.”

2024 RFTA Annual Budget – Preliminary Schedule

Date	Activity	Status
8/10/2023	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	Completed
9/14/2023	Presentation/Direction/Action: 1 st draft budget presentation	Completed
10/12/2023	Presentation/Direction/Action: 2 nd draft budget presentation	On schedule
11/9/2023	Presentation/Direction/Action: 3 rd draft budget presentation	On schedule
12/14/2023	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
12/15/2023-1/4/2024	The potential approval of Proposition HH by voters on November 7, 2023 may change important property tax dates that can impact RFTA's budget process. If approved, then a special public meeting is likely to be needed sometime at the end of December or early January. The Colorado Department of Local Affairs, Division of Local Government , has prepared the Modified Proposition HH Calendar for the potential date changes and also provided to local governments the Proposition HH Budget Planning resource for a summary of potential changes, frequently asked questions, and a list of issues to consider.	To be determined

RFTA Investments Quarterly Report

In accordance with RFTA's Investment Policy, staff has prepared the following investment summary that provides an analysis of RFTA's current investment portfolio and quarterly activity through 9/30/2023.

Investment	6/30/2023	%	Purchases/ (Redemptions)	9/30/2023	%
<i>Local Government Investment Pools:</i>					
Colotrust Plus+	\$ 51,614,822	49%	\$ 708,949	\$ 52,323,770	49%
CSIP	\$ 38,103,488	36%	\$ 14,345,598	\$ 52,449,086	49%
CSIP - Series 2021A Bond Project Fund	\$ 15,056,976	14%	\$ (13,616,608)	\$ 1,440,368	1%
Total	\$ 104,775,286	100%	\$ 1,437,938	\$ 106,213,225	100%
<i>Monthly Distribution Yield:</i>					
Colotrust Plus+	5.22%			5.17%	
CSIP	5.20%			5.52%	
CSIP - Series 2021A Bond Project Fund	5.20%			5.52%	

Notes:

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

Railroad Corridor & Rio Grande Trail Update

Right-of-Way Land Management Project: Along with its legal and engineering consultants, RFTA staff will be working on the following tasks in 2023 and 2024. (New items in **red**, updates in **green**) With the RFTA Board's direction, Staff will begin identifying all current unlicensed uses inside the Railroad Corridor and begin requesting that the adjacent neighbors, utility companies, jurisdictions either license the use (if applicable), or remove the use. Staff has begun this process in Glenwood Springs:

- Survey and utility locate completed for the Corridor in Glenwood Springs – Staff is working on a few updates to the initial exhibit and once staff is comfortable with the exhibit, will mail a letter and a copy of the exhibit pertinent to each parcel, to each of the adjacent property owners. (ongoing)

Other ongoing items:

- Working with Paul on outstanding corridor issues:
 - Zlotnick **Quiet Title**.
 - Deane **Lease Termination Letter**.
 - Eubank **Encroachment Removal**.
 - Burkett Quiet Title- **Completed**.
- **Rail Attorney items:**
 - PUC application with Town of Carbondale – Filed with the P.U.C. – **Approved, waiting on final signed approval from the C.P.U.C.**
 - Town of Carbondale license language - **Received comments from Rail Attorney, under Staff Review**.
 - Black Hills license language – Waiting on signed license agreement.
 - Rail Car letters: **All encroachments have been removed. Still working through utility connection questions.**
 - Letter for Hooks Encroachments:
 - **Smith's served with encroachment removal letter, never picked up the Certified Mail. Attorney's had the letter served by a process server.**
 - **Davies - have not started relocation. Attorney's will be sending a letter outlining requirements for removal/relocation.**
 - Cedar Networks – **Contractor nonresponsive - Sent to Attorney's for resolution**
 - Century Link – **Staff has been trying to get the as-built sent to us in a different. format to incorporate into our GIS since January and their representative is non-responsive. Sent to Attorney's for resolution.**
- **Current Applications:**
 - Holy Cross Fiber Project – **Reviewed as-builts, sent RFTA and Farnsworth comments back to Holy Cross and addressed exceptions requested by Holy Cross.**
 - Pitkin County Gerbaz Bridge - **Staff is working with Pitkin County on License Language.**
 - Colorado Extreme - **Second review was completed and approved. Permit issued.**
- **Colorado Extreme** - Updating access and relocating Trail: **First review comments sent to Applicant.**
 - Permits: Xcel- Tree work - **Permit has been issued and has begun.**
 - City of Glenwood Springs - **Permit has been issued and has begun.**
 - Stott's Mill Access - Project Approved, Permit issued and has begun.

- Voskuil Sewer Project in City of Glenwood Springs - **Project Complete, waiting on as-built.**
- **Permits:**
 - Xcel- Tree work - **RFTA Extended permit through Friday, October 27th, 2023.**
 - City of Glenwood Springs - **Pole installed, waiting on camera install and revegetation in ROW.**
 - Stott's Mill Access - **Project Completed, waiting on as-builts and few punch list items to be completed.**
 - Voskuil Sewer Project in City of Glenwood Springs - **Submitted as-builts, did not meet design standards sent back to applicant with link to Survey requirements.**
- **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 2023, the RTP is the second component plan of the larger Corridor Comprehensive Plan that guides management of the entire Rio Grande Trail from Glenwood Springs to Woody Creek. (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. The 27th Street underpass project will begin spring 2023. Rail salvage will move to 2024/2025(ongoing)
- **Roaring Fork Bridge Rehabilitation Project** – This repair project is in the design process. Staff anticipates the repair design and engineer's estimate will be complete in late summer of 2023. There are two parts to this project, the first and most critical is the repair to the abutments and installation of some anti-graffiti improvements, fencing to block access to the abutments, etc. One of the abutments has twisted and dropped and staff has been tasked with posting “no emergency vehicles on the bridge until further notice” on each side of the bridge to ensure that the bridge abutment doesn't fail.

The second part of the scope is to clean up and remove all of the graffiti. We will bring the budget for the repairs and the graffiti removal to the RFTA board for review and board direction to fund the repairs and graffiti removal, or just to fund the repairs. Planning did submit the bridge repair portion of the project for a TAP grant. This is a perfect project fit for TAP funds.



- **The Rio Grande Trail Staff is staying busy.**
 - Staff has been sweeping, debris blowing, clearing limbs and sightlines, pulling and chopping weeds, cleaning up trailheads and vault toilets, asphalt crack repair, reminding dog owners to leash their pets, etc. to make sure the trail is safe and clean.
- 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 underway, called the Youth Art Park, and it is located just north of Town Hall and the Carbondale Rec Center. Phase 1 of this project is under construction and will be completed in 2023.
- 2023 projects that we hope to complete are listed below:

- Bridge Maintenance/Repair:
 - Wingo Bridge repair: This project is complete!
 - Roaring Fork Bridge: Repair work is being designed and will hopefully begin in 2023.
- Hired a full time Trail Technician! Please welcome Beth Engelman to the team.
- Rio Grande Trail Maintenance – Shoulder Repair Project. Goal is to repair the trail shoulders from the CMC Trailhead up to the edge of Carbondale. The shoulders are important to maintain because they provide a clear space for trail users to safely step off the trail, a soft surface to walk/run on, and they also provide structural stability for the asphalt trail itself.
 - The shoulder repair project was awarded to Holmes Excavation and Concrete Inc. and the contract was signed on June 29, 2023.
 - Construction began on August 23, 2023. See photo of the project below.
- Continue re-vegetation and corridor restoration efforts. 2023 will be year # 8 utilizing goats to help build soil health, control vegetation, and help to snuff out noxious weeds. The goats will primarily be working in the Emma to Rock Bottom Ranch section of the trail in '23. However, if we have time/budget we will also work on a section of trail near CR 154/Riverview School.
 - Continue and expand our vegetation monitoring program.
 - Goats arrived to work on August 14 and have been busy at work eating the vegetation/weeds, recycling the nutrients from the plants, fertilizing, aerating, stabilizing steep slopes, etc. Please reach out to Brett Meredith if you'd like a tour of the project.
- Continue Rio Grande ArtWay improvements and maintenance.
- Kiosk Construction – the last remaining kiosk to be updated is located at the Satank Bridge. Staff is still waiting for the go-ahead from our superiors.
- Adopt-a-Trail and RFOV project collaborations.
- Build guard rail fence, aka fall protection fence, in 2 priority areas.
 - The fence project bids came in and were way over budget...so unfortunately, this project has been cancelled.
- Complete the annual CEC tour, report, and meeting.
 - Tour completed on Sept. 26 & 27.
- Completed a Scope of Work for 2024 asphalt repair/replacement project.
 - This is a critical project that needs support/funding. Repair quantities/cost estimates have been put together and it's looking like an almost \$2 million-dollar project to replace damaged asphalt from Catherine Bridge TH up to Emma Rd.

[See Trail Photos on Following Pages]



Photo – completed gravel shoulders (compacted recycled asphalt pavement)



Photo – Goats at Work. Recycling the nutrients and building soil health.