

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

TIME: 8:30 a.m. – 11:00 a.m., Thursday, November 9, 2023

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	Approval of Minutes: RFTA Board Meeting October 12, 2023, page 3		Approve	8:31 a.m.
3	Public Comment: Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person)		Public Input	8:35 a.m.
4	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	8:40 a.m.
5	Consent Agenda:			8:45 a.m.
	A. Resolution 2023-15: Appointing Members to the Mid-Valley Trails Committee – Angela Henderson, Assistant Director, Project Management & Facilities Operations, page 11	4.6.5	Approve	
6	Presentations/Action Items:			
	A. 3 rd Draft of the RFTA 2024 Budget – Michael Yang, CFAO and Paul Hamilton, Director of Finance, page 15	4.2.5	Discussion /Action	8:50 a.m.
	B. West Mountain Regional Housing Coalition Membership Discussion – Dan Blankenship, CEO, page 40	4.2.5	Discussion /Action	9:20 a.m.
	C. Glenwood Maintenance Facility Expansion Project Update – Ben Ludlow, Interim Senior Project Manager, page 41	4.2.5	Discussion /Action	9:40 a.m.
7	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 42	2.8.6	FYI	9:50 a.m.
8	Executive Session:			
	A. Paul Taddune, General Counsel: Two Items: 1) Pursuant to C.R.S. 24-6-402 4(b): Conferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions (corridor enforcement); and 2) Pursuant to C.R.S. 24-6-602 € and (f): Personnel Matters: Succession Planning.		Executive Session	10:00 a.m.
9	Issues to be Considered at Next Meeting:			
	To Be Determined at the November 9, 2023 Board Meeting	4.3	Meeting Planning	10:50 a.m.
	<i>(Agenda Continued on Next Page)</i>			

10	Next Meeting: 8:30 a.m. – 11:30 a.m., December 14, 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.

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**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
October 12, 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); Torre (City of Aspen); Shelley Kaup (City of Glenwood Springs); Bill Kane (Town of Basalt)

Voting Alternate:

Francie Jacober (Pitkin County)

Non-Voting Alternates Present (via WebEx):

Sam Rose (City of Aspen); Bill Madsen (Town of Snowmass Village)

Staff Present (via WebEx):

Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial Administrative Officer (CFAO); Kurt Ravenschlag, Chief Operating Officer (COO); Nicole Schoon, Secretary to the Board of Directors; Mike Hermes and Sarah Faichney, Facilities and Trails Department; David Carle, Finance Manager; John Blair, Operations Manager; David Pesnichak, Mobility Coordinator; Ed Cortez, President ATU Local 1774

Visitors Present (via WebEx):

David Knapp, PhD; Lynn Rumbaugh (City of Aspen); Linda DuPriest (City of Glenwood Springs; Scott Condon (Aspen Times); Mikala Ford, Citizen; Pete Rice, City of Aspen; Dan Gilbert; Lee Barger, Glenwood Springs

Agenda

1. Call to Order/Roll Call:

Jeanne McQueeney called the RFTA Board of Directors to order at 8:32 a.m. McQueeney declared a quorum to be present (7-member jurisdictions present) and the October 12, 2023, RFTA Board of Directors meeting began at 8:34 a.m.

2. Public Hearing:

A. Proposed Service Level Reductions for the 2023 – 2024 Winter Season, due to Bus Operator Shortage – Kurt Ravenschlag, COO

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

No trips out of Rifle will be eliminated.

McQueeney stated that RFTA has been trying to hire additional drivers, this reduction in service is so that there is consistent service and that there are no last-minute service cancellations.

Alyssa Shenk questioned that if staffing is increased, will there be changes to these reductions.

Kurt Ravenschlag responded that, yes, if additional bus operators are hired then these services would be able to be added back in. BRT and the Flyer would easily be reinstated.

Colin Laird asked how many additional bus operators would be needed to get these services reinstated.

Ravenschlag responded that if RFTA could hire 10 additional bus operators more than project it would allow them to bring these services back.

McQueeney asked if any member of the public would like to address the Board or make a comment regarding Proposed Service Level Reductions for the 2023 – 2024 Winter Season, due to Bus Operator Shortage.

Mikala Ford questioned what the main reason for not getting additional staffing is.

Ravenschlag stated that the overall competition for workforce, the cost of living and housing are RFTA's main struggles in hiring.

McQueeney closed Public Comments at 8:45 a.m.

3. Approval of Minutes:

Shenk moved to approve the September 14, 2023 Meeting Minutes, and Bill Kane seconded the motion. The motion was unanimously approved.

4. Public Comment:

McQueeney asked if any member of the public would like to address the Board or make a comment regarding items not on the October 12, 2023 Board Agenda.

Ed Cortez thanked the Board for supporting and approving the wage increase for bus operators. He stated that with the increase that RFTA should start seeing an increase in bus operators, which will help with the cut-backs in service. He thanked RFTA members who were involved in negotiating the wage increase, including Dan Blankenship, Kurt Ravenschlag, Michael Yang, and Ian Adams.

Cortez stated that the Carbondale Circulator has a stop at Subway, and unfortunately the yellow "no parking" painted on the street has been worn off. This has made way for private vehicles and semi-trucks

to start parking their vehicles where the bus stop is. When there is a vehicle parked in this area the bus is forced to let passengers off in the street, which is a safety issue. Cortez requested that the Town of Carbondale repaint the “no parking” so that the bus can pull into the curb and safely let passengers out.

McQueeney closed Public Comments at 8:51 a.m.

5. Items Added to Agenda – Board Member Comments:

McQueeney asked if there were any items that needed to be added to the October 12, 2023, Board meeting Agenda.

No items were added to the October 12, 2023 RFTA Board Agenda.

McQueeney asked if any Board member had any comments or questions regarding issues not on the October 12, 2023, Board meeting Agenda.

No members of the Board had any comments or questions.

McQueeney closed Board Comments at 8:58 a.m.

6. Presentations/Action Items:

A. 2nd Draft of the RFTA 2024 Budget – Michael Yang, CFAO and David Carle, Budget Manager

Changes made to the 2nd Draft Budget are:

Services

- Modifications/reductions to the Winter 2023-2024 season due to projected bus operator staffing levels.
- Transit service hours reflect a 1.6% increase and miles reflect a 1.5% increase.

Challenges, Issues, & Opportunities

- 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.
- 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.
- Of the eight jurisdictions, staff has received sales tax forecast assumptions and estimates from all eight jurisdictions. The preliminary 2024 overall sales tax projection includes a 1.4% increase.
- The preliminary 2024 property tax revenues include a 55.9% increase.
- Average price for unleaded gasoline and diesel includes a 13.1% and 12.0% decrease.

- 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.

Francie Jacober questioned if the increase will just be on those with dependents.

Michael Yang responded that the single, high deductible insurance coverage will be the only health insurance that will remain free. Those with dependents and/or the PPO plan will see an increase in the employee cost of premiums.

- 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.
- \$1.728 million in Bikeshare expenditures for annual ongoing operating costs,
- \$278,000 for Bikeshare capital, startup equipment, and capital replacement costs.
- \$497,000 in revenue from Local Government Contributions from the EOTC and Bikeshare partners.
- WE-cycle is contributing \$197,000 in Sponsorship revenue for the Bikeshare program.
- The Authority’s net cash contribution to 2023 Bikeshare Operations and Capital Financing Plan is approximately \$1.312 million.
- The deadline for First/Last Mile Mobility Reserve grant requests related to the 2024 budget year was the end of June 2023. Staff reviewed the grant applications and updated the chart, 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. 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.

Estimated Revenue Composition & Assumptions

- *Preliminary* sales tax estimates by jurisdiction as of September 2023:

Jurisdiction	% Increase/(Decrease)
City of Aspen	1.8%
Town of Basalt	0.0%
Town of Carbondale	1.0%
City of Glenwood Springs	5.0%

Eagle County	0.0%
Town of New Castle	4.0%
Pitkin County	1.5%
Town of Snowmass Village	3.0%

Property Tax Revenue	% Increase
Pitkin County	59.8%
Eagle County	58.8%
Garfield County	36.3%

- 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.
- 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.
- Garfield County's support for the Grand Hogback bus service is currently budgeted 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.
- City of Rifle's support for the Grand Hogback bus service is currently budgeted \$20,000. RFTA has requested the City to consider an increase for 2024.
- RFTA Bikeshare MOU partner jurisdictions provide \$390,880 to support the Regional Bikeshare Plan.
- Employee housing rental revenue estimates a 71% occupancy of the 2024 budget average of 119 available beds.
- 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.
- 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.

- 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.
- 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.

Staffing

- Assumes 385.6 full-time equivalents (FTEs)
- 176 full-time bus operators are needed for the initial 2024 transit service level plan, a decrease of 6 FTEs
- 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)

Jacober questioned that there are 176 bus operators, and 200 that are not bus operators, where are these additional 200 employees.

Yang stated that Facilities and Vehicle Maintenance are the largest employee groups next to bus operators.

Major Goals

- 10 Bus Replacements with BEBs

- 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

B. 27th St. Pedestrian Crossing Update – Ben Ludlow, Interim Senior Project Manager

The Myers & Sons crew has completed the east half of the CO 82 underpass. Crews have continued excavating and forming for the walls along the trail leading to the underpass. Anticipated work for the rest of the month include finishing of the board form walls, utilities, waterproofing, backfill, grading, and paving. By the end of October, the project will move into Phase 2 with a new temporary road alignment over the east half of the tunnel.

Kane questioned what the full investment into 27th Street is.

Ben Ludlow responded that the total investment is approximately \$22 million and, so far, was on budget.

7. Information/Updates:

A. CEO Report – Dan Blankenship, CEO

The Garfield County Transportation Improvement Subcommittee (GCTIC): The GCTIC met on September 28, 2023. All municipal jurisdictions, including RFTA, were present, however, a representative from Garfield County was unavailable to attend the meeting.

The group discussed the development of a Purpose Statement, which would summarize the benefits from regional collaboration around multi-modal transportation and Transportation Demand Management (TDM) strategies. The purpose is to avoid gridlock and reduce automobile congestion, in order to preserve the economy, the environment, and the quality of life.

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

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

Another fabulous edition of the RFTA “Behind the Wheel” newsletter has been produced and edited by Terri Rider, HR Business Specialist III, with eye-catching graphic layouts by RFTA’s Creative Communications Associate, Yazmin Carlson.

There was be a ribbon cutting ceremony for the LoVa Trail that will be held at 11:00 a.m., October 11, 2023. There is a 700-foot section of the LoVa Trail that includes a partnership with the Town of New Castle, City of Glenwood Springs, Garfield County, RFTA, and LoVa. The estimated cost of the project is approximately \$1.45 million, RFTA approved to contribute approximately \$195,000.

8. Executive Session:

One Item: 1) Pursuant to C.R.S. 24-6-602 (e) and (f): Personnel Matters: Succession Planning

Kane moved to adjourn from the Regular Board Meeting into the Executive Session, and Jacober seconded the motion. The motion was unanimously approved. Executive Session began at 10:05 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

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

No action was taken during the Executive Session, which adjourned at 11:05 a.m.

9. Issues to be Considered at Next Meeting:

Consideration for RFTA to join the Regional Housing Coalition.

10. Next Meeting: 8:30 a.m. – 11:00 a.m.; November 9, 2023, Carbondale Town Hall, Room 1 and via WebEx Teleconference, for those who are unable to attend in person.

11. Adjournment:

Shenk moved to adjourn from the October 12, 2023 RFTA Board meeting, and Jacober seconded the motion. The motion was unanimously approved.

The October 12, 2023 RFTA Board Meeting adjourned at 11:08 a.m.

Respectfully Submitted:

Nicole R. Schoon
Secretary to the RFTA Board of Directors

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

Meeting Date:	November 9, 2023
Subject:	Resolution 2023-15: Appointing Members to the Mid-Valley Trails Committee
Strategic Outcome:	2.0 – Accessibility and Mobility
Strategic Objective:	2.2 – Trail and Transit Users Move Safely, Quickly and Efficiently
Presented By:	Angela Henderson, Assistant Director, Project Management and Facility Operations
Staff Recommends:	Staff recommends appointment of one new member to the Mid-Valley Trails Committee
Executive Summary:	The resolution for providing oversight of the Mid-Valley Trails Committee requires the RFTA Board of Directors to review and approve new committee members. The MVTC is requesting to appoint one new member, Katie Ralston, to a three-year (3) term.
Background/ Discussion:	<ul style="list-style-type: none"> • Eagle County established the Mid-Valley Trails Committee to administer and build trails inside the Eagle County portion of the Roaring Fork Valley, using 10% of the 0.5% sales taxes collected in this area. • The MVTC is made up of five members that reside in the Eagle County portion of the Roaring Fork Valley. Currently, there are three existing members and one new appointee. The MVTC Chairman will continue to work to fill the remaining open seat. • The RFTA Board of Directors must appoint the members of the MVTC. If approved, the resolution will re-appoint three current members to a three-year term and appoint one new member to a three-year term. • The Mid-Valley Trails Committee is responsible for: <ul style="list-style-type: none"> ○ Selecting trails projects within the Eagle County Portion of the Roaring Fork Valley for funding within its project budget. ○ Make recommendation to the RFTA Board of Directors concerning studies, phasing and contracting of trails projects with the Eagle County portion of the Roaring Fork Valley prior to each budget year. ○ Coordinate the surrounding governments and private landowners to connect existing and planned trails within the Roaring Fork valley including a trail along the Rio Grande rail corridor. ○ Work with RFTA staff, Town of Basalt staff to plan and coordinate trail projects. ○ Recommend the hiring of consultants and other professionals if the Committee deems it necessary and there are funds within its budget. ○ To cooperate with RFTA Trails staff and/or Town of Basalt Trails staff to follow procurement procedures and approve and process invoices submitted by contractor when a project is satisfactory. ○ Participate with RFTA and other valley jurisdictions to do long range planning for trails.
Governance Policy:	1.7 – High Performing Organization: With integrity, RFTA will deliver efficient, innovative, transparent, accountable, effective, and collaborative regional transportation services that reflect community values.

Fiscal Implications:	Staff time to provide oversight and direction to the Mid-Valley Trails Committee.
Attachments:	Yes, please see Resolution 2023-15: Appointing Members to the Mid-Valley Trails Committee, attached below, and please click on this link: " Committee Member Application- Katie Ralston.pdf ." Find "Committee Member Application- Katie Ralston.pdf" included in the November 2023 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2023-15**

APPOINTING MEMBERS TO MID-VALLEY TRAILS COMMITTEE

WHEREAS, the Mid-Valley Trails Committee was established originally by the Eagle County Regional Transportation Authority (“ECRTA”) to administer the portion of the Eagle County half-cent transportation tax collected in the Roaring Fork Valley that is dedicated to trails (10% of total revenue collected in the Roaring Fork Valley); and

WHEREAS, RFTA adopted the Mid-Valley Trails Committee as one of its Committees on August 8, 2002; and

WHEREAS, pursuant to the Mid-Valley Trails Committee’s amended Operating Procedures, the Committee may forward to the RFTA Board of Directors, recommendations of persons for appointment to the Mid-Valley Trails Committee; and

WHEREAS, the Mid-Valley Trails Committee has four (4) current voting members and is appointing one (1) new member, all of whom reside in the Roaring Fork Valley part of Eagle County and have been active participants in Mid-Valley Trails discussions.

NOW, THEREFORE, BE IT RESOLVED BY THE RFTA BOARD OF DIRECTORS OF THE ROARING FORK TRANSPORTATION AUTHORITY:

RFTA hereby appoints the following members to the Mid-Valley Trials Committee:

George Trantow
320 Sopris Circle
Basalt, CO. 81621
970-618-4498
georgetrantow@gmail.com

Regular member - Chairman
Re-appointed until December 2025

Phillip Ring
129 Cheyenne Avenue
Carbondale, CO. 81623
970-963-3454
phillpring@gmail.com

Regular Member – Treasurer
Re-appointed until December 2025

Alan Luu
306 Lakeside Drive
Basalt, CO. 81621
480-330-7878
alan@versant.com

Regular Member
Appointed 01/12/2023, until December 2025

Perry Kleespies
9 Pine Ridge Road
Basalt, CO. 81621
970-216-3674
perrykleespies@gmail.com

Regular Member
Appointed 04/13/2023, Until December 2026

Katie Ralston
323 Park Avenue, H-1
Basalt, CO 81623
(314) 225-8940
kstookesberry@gmail.com

Regular Member
Appointed 11/09/2023, Until December 2026

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 9th day of November, 2023.

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

By: _____
Jeanne McQueeney, Chair

I, the Secretary of the Board of Directors (the "Board") of the Roaring Fork Transportation Authority (the "Authority") do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on November 9, 2023 (b) the meeting was open to the public; (c) the Authority provided at least 48 hours' written notice of such meeting to each Director and Alternate Director of the Authority and to the Governing Body of each Member of the Authority; (d) the Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of at least two-thirds of the Directors then in office who were eligible to vote thereon voting; and (e) the meeting was noticed, and all proceedings relating to the adoption of the Resolution were conducted, in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, as amended, all applicable bylaws, rules, regulations and resolutions of the Authority, the normal procedures of the Authority relating to such matters, all applicable constitutional provisions and statutes of the State of Colorado and all other applicable laws.

WITNESS my hand this 9th day of November, 2023.

Nicole R. Schoon, Secretary to the Board

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

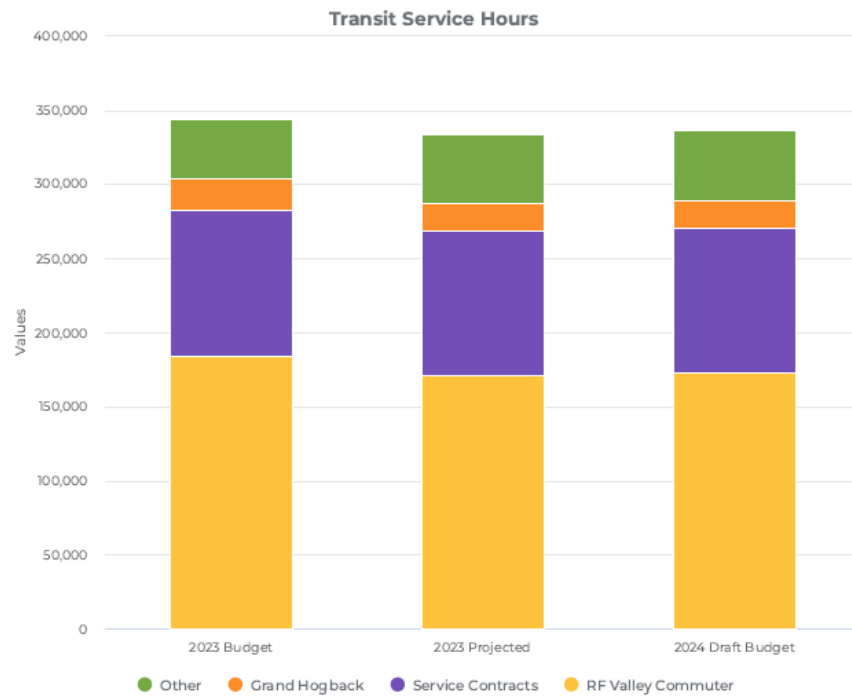
Meeting Date:	November 9, 2023
Agenda Item:	2024 3 rd Draft Budget Presentation
Strategic Outcome:	Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
Recommendation:	Approve prioritization and assumptions of the 2024 Budget with revisions as the Board feels necessary
Core Issues:	<p>The 3rd draft of the 2024 budget reflects revised estimates and other items based on new information made available since last month. The budget is a work-in-progress document and will be refined in November as more actual expenditure and revenue data becomes available, which may affect the General Fund’s 2023 forecast.</p> <p>The 3rd 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 <p>If Proposition HH passes on the November 7th general election, then RFTA will plan to make the necessary budget considerations and modifications that impact the following:</p> <ol style="list-style-type: none"> 1. Final 2024 budget approval (December 14th) 2. Public Hearing to Opt-Out of Property Tax Revenue Limit 3. Certification of Mill Levy (Special meeting between December 29-January 5)
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 3 rd Draft Budget presentation on the following pages. Please click on link: " 2024 RFTA Strategic Initiatives 11-03-2023.pdf ," or see, "2024 RFTA Strategic Initiatives 11-03-2023.pdf," included in the November 2023 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet.
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2024 RFTA BUDGET – 3rd DRAFT PRESENTATION

1. Services

- The 3rd 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 0.7% 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 **\$3.9 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:	
	2024 Draft
Description (1,000's)	Budget
Net Property Tax Revenues	17,753
Less: Estimated Costs for Service Enhancements	(3,049)
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	(4,136)
Less: Estimated Costs for Strategic Initiatives	(3,872)
Remaining Available Funds	\$ 4,340

- **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 1.1% 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 3rd draft budget. As a result, the preliminary 2024 property tax revenues include a 53.5% 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 3rd draft budget, the weighted average price for unleaded gasoline and diesel includes a 13.6% and 13.1% 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 3rd 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 3rd 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
	RFTA	RFTA Existing WE-cycle Funding Commitment	Net RFTA Share	WE-cycle	EOTC	FLMMR Grant Funding	Local	Total
Total 2024 Bikeshare Operations and Capital Funding								
a 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
b Total 2024 Bikeshare Planning Funding	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
c Total 2024 Bikeshare Startup Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
d Total 2024 Core Bikeshare Equipment Funding	\$ 199,157	\$ -	\$ 199,157	\$ -	\$ -	\$ 24,895	\$ 24,895	\$ 248,947
e Total 2024 Bikeshare Support Equipment Funding	\$ 74,999	\$ -	\$ 74,999	\$ -	\$ -	\$ -	\$ -	\$ 74,999
f Total 2024 Bikeshare Replacement and Maintenance Equipment Funding	\$ 17,360	\$ -	\$ 17,360	\$ -	\$ -	\$ 1,940	\$ 2,400	\$ 21,700
g Total 2024 Bikeshare Funding - All Sources	\$ 1,014,966	\$ 201,571	\$ 1,216,537	\$ 197,327	\$ 106,090	\$ 162,692	\$ 390,880	\$ 2,073,526

- The 2024 budget includes the following WE-cycle items: 1) \$1.728 million in contributions for annual ongoing operating costs, (indirect and direct operations funding, planning funding, and startup operations) which are reflected in Administrative costs; 2) \$346,000 for capital, startup equipment, and capital replacement costs, which are included in Capital outlay and 3) \$497,000 in 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 \$1.38 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 and the addition of \$150,000 for the Town of Snowmass Village), which reflects a total request of \$583,302, as included below:

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%)
Town of Snowmass Village	Brush Creek Rd. Pedestrian Improvements- Mountain View to Snowmass Mall	Construct an 8' multimodal corridor along Brush Creek Rd from Divide Rd to Carriage Way.	\$150,000 (11.5%)	\$1.3 Million
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			\$583,302	

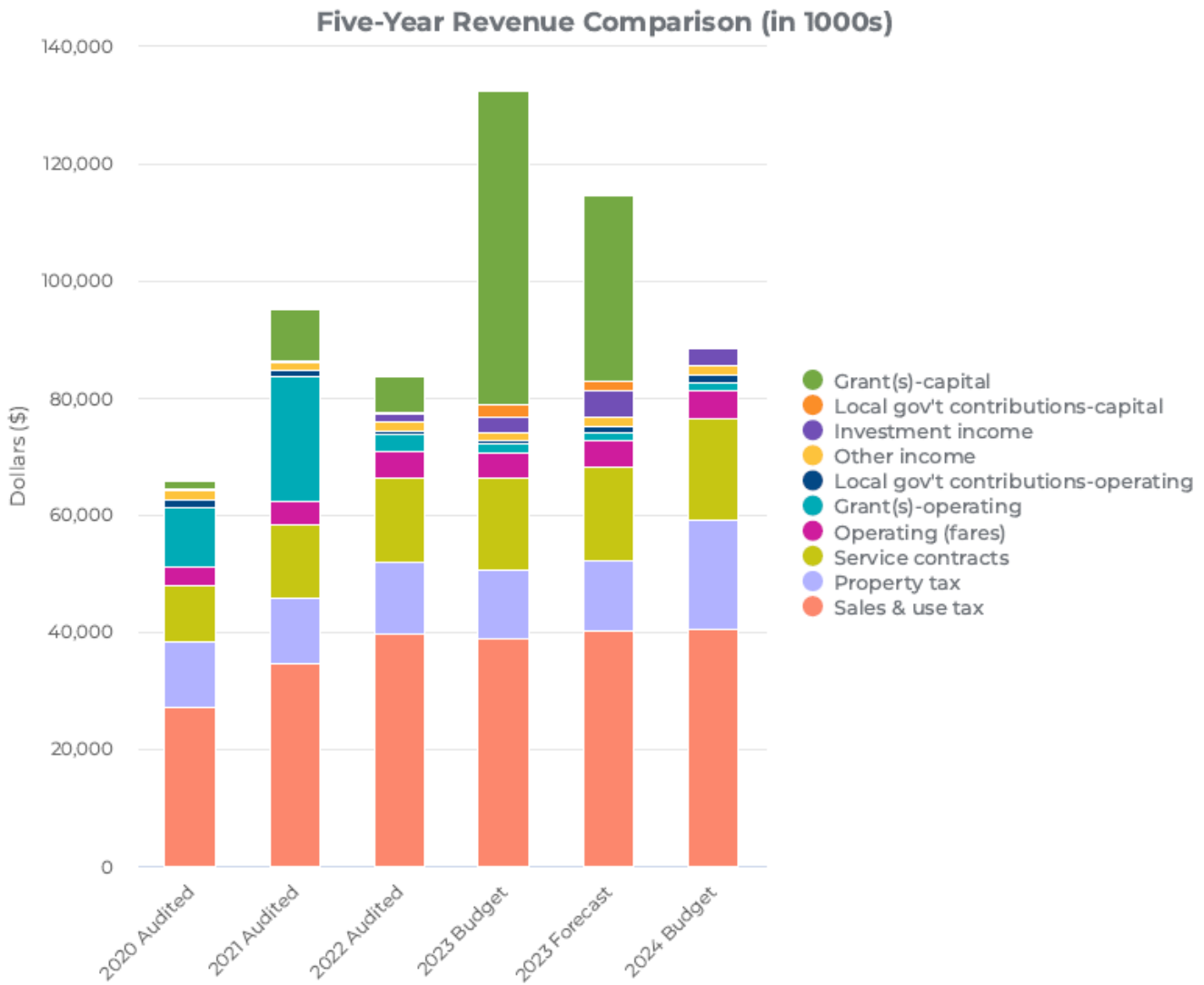
- With the capital-intensive nature of the transit industry, management continues to develop funding strategies for short- and long-term **capital replacement and improvement needs**. Funding strategies include a combination of financing options, pursuing grant opportunities, pay-go using fund balance, 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	40,588	-	-	118	-	-	40,706	46%
Property tax	18,606	-	-	-	-	-	18,606	21%
Service contracts	-	17,258	-	-	-	-	17,258	20%
Operating revenue	4,730	-	-	-	-	-	4,730	5%
Grant revenue - operating	1,438	30	-	-	-	-	1,468	2%
Grant revenue - capital	-	-	-	-	-	-	-	0%
Local gov't contributions - operating	1,155	-	-	-	-	-	1,155	1%
Local gov't contributions - capital	27	-	-	-	-	-	27	0%
Other income	935	-	525	-	-	119	1,578	2%
Investment income	2,868	-	-	-	-	-	2,868	3%
Total revenues	\$ 70,346	\$ 17,288	\$ 525	\$ 118	\$ -	\$ 119	\$ 88,397	100%
Program expenditures:								
Fuel	\$ 2,407	\$ 887	\$ -	\$ -	\$ -	\$ -	\$ 3,294	3%
Transit	45,212	16,582	1,748	-	-	-	63,542	64%
Trails & Corridor Mgmt	1,205	-	-	141	-	-	1,346	1%
Subtotal operating exp.	\$ 48,824	\$ 17,469	\$ 1,748	\$ 141	\$ -	\$ -	\$ 68,183	68%
Capital	25,391	-	187	-	-	-	25,578	26%
Debt Service	1,882	-	-	-	-	4,394	6,276	6%
Total expenditures	\$ 76,097	\$ 17,469	\$ 1,935	\$ 141	\$ -	\$ 4,394	\$ 100,037	100%
Other financing sources	\$ 15,860	\$ 181	\$ 1,313	\$ -	\$ -	\$ 4,275	\$ 21,629	
Other financing (uses)	(5,769)	-	-	-	-	-	(5,769)	
Change in Fund Balance	\$ 4,340	\$ -	\$ (97)	\$ (23)	\$ -	\$ -	\$ 4,220	
Ending fund balance	\$ 68,083	\$ -	\$ -	\$ 299	\$ -	\$ 920	\$ 69,303	

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

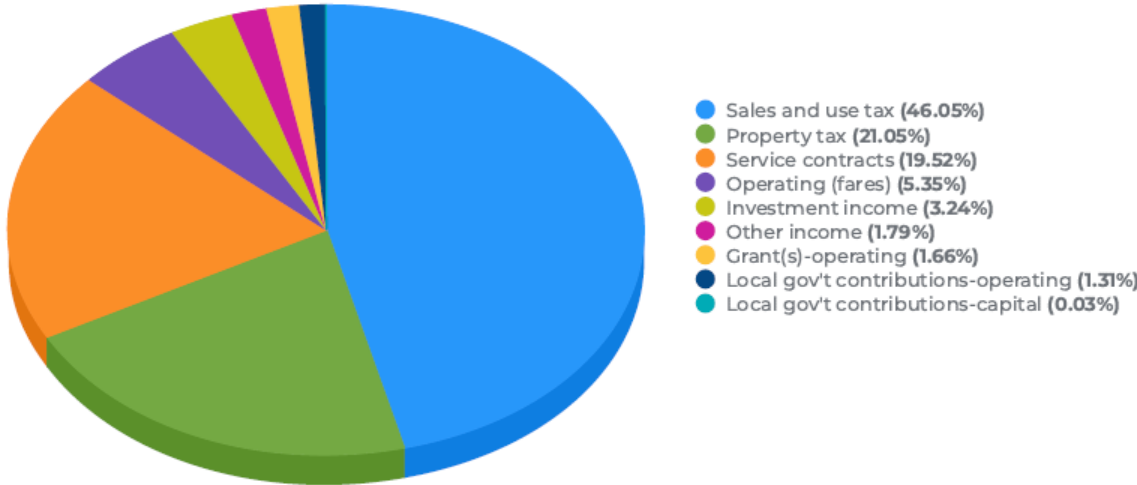
4. Estimated Revenue Composition & Assumptions



	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	\$ 40,262	\$ 40,706	\$ 1,782	5%
Property tax	11,232	11,409	12,390	11,844	12,123	18,606	6,762	57%
Service contracts	9,874	12,405	14,290	15,683	15,684	17,258	1,576	10%
Fare Revenue	2,934	4,136	4,543	4,244	4,732	4,730	486	11%
Grant revenue - operating	10,117	20,979	2,831	1,432	1,357	1,468	36	3%
Local gov't contributions - operating	1,510	1,374	560	610	1,120	1,155	545	89%
Other income	1,332	1,340	1,444	1,390	1,482	1,578	188	14%
Investment income	248	34	1,382	2,609	4,561	2,868	259	10%
Subtotal Revenues - Operating	\$ 64,373	\$ 86,204	\$ 77,241	\$ 76,736	\$ 81,321	\$ 88,370	\$ 11,634	15%
Local gov't contributions - capital	103	130	331	2,223	1,655	27	(2,196)	-99%
Grant revenue - capital	1,508	8,608	6,071	53,461	31,673	-	(53,461)	-100%
Subtotal Revenues - Capital	\$ 1,611	\$ 8,739	\$ 6,403	\$ 55,684	\$ 33,328	\$ 27	\$ (55,657)	-100%
Total	\$ 65,984	\$ 94,943	\$ 83,644	\$ 132,419	\$ 114,649	\$ 88,397	\$ (44,023)	-33%

2024 Estimated Revenue Composition - 3rd Draft

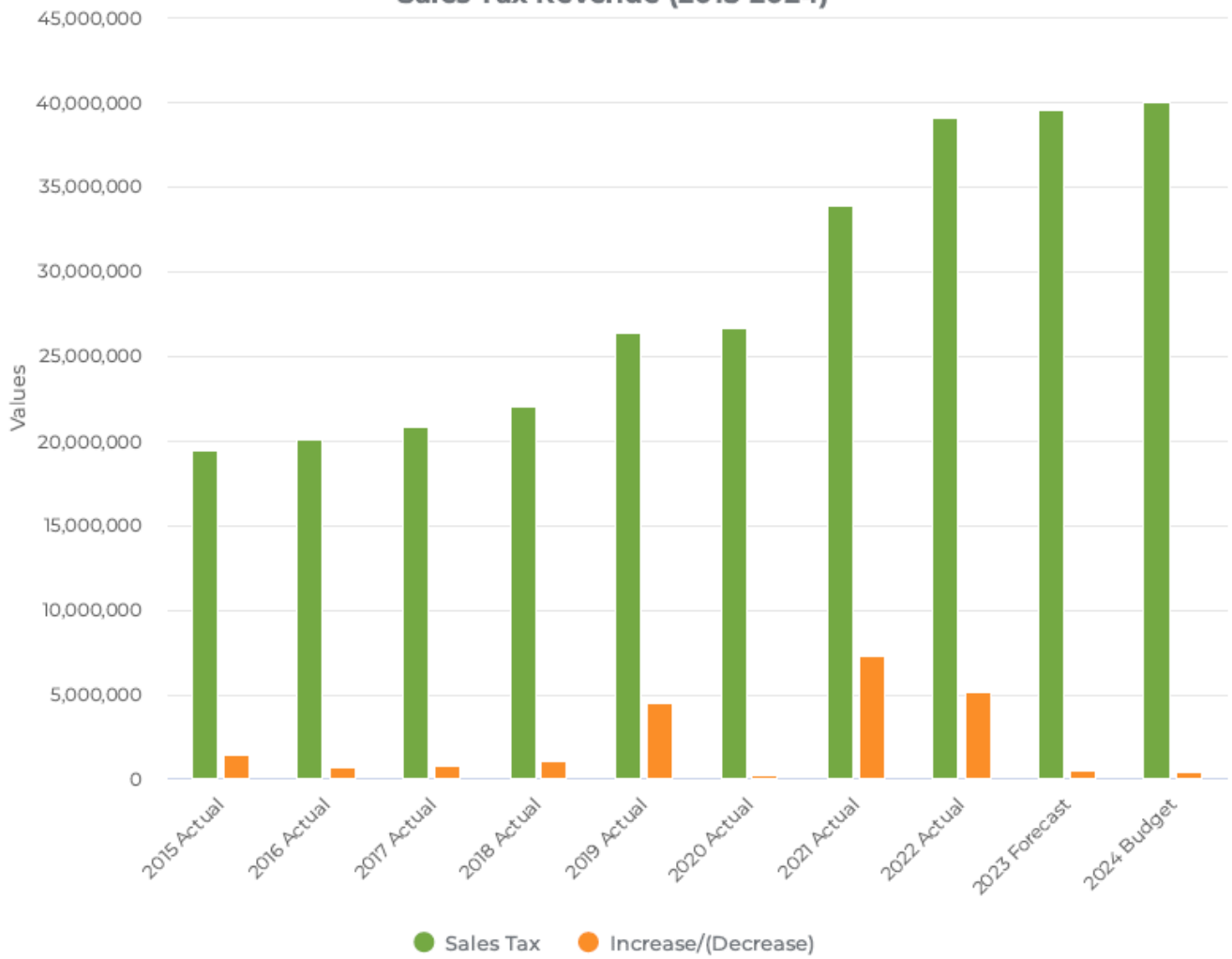
2024 Estimated Revenue Composition (in 1000s)

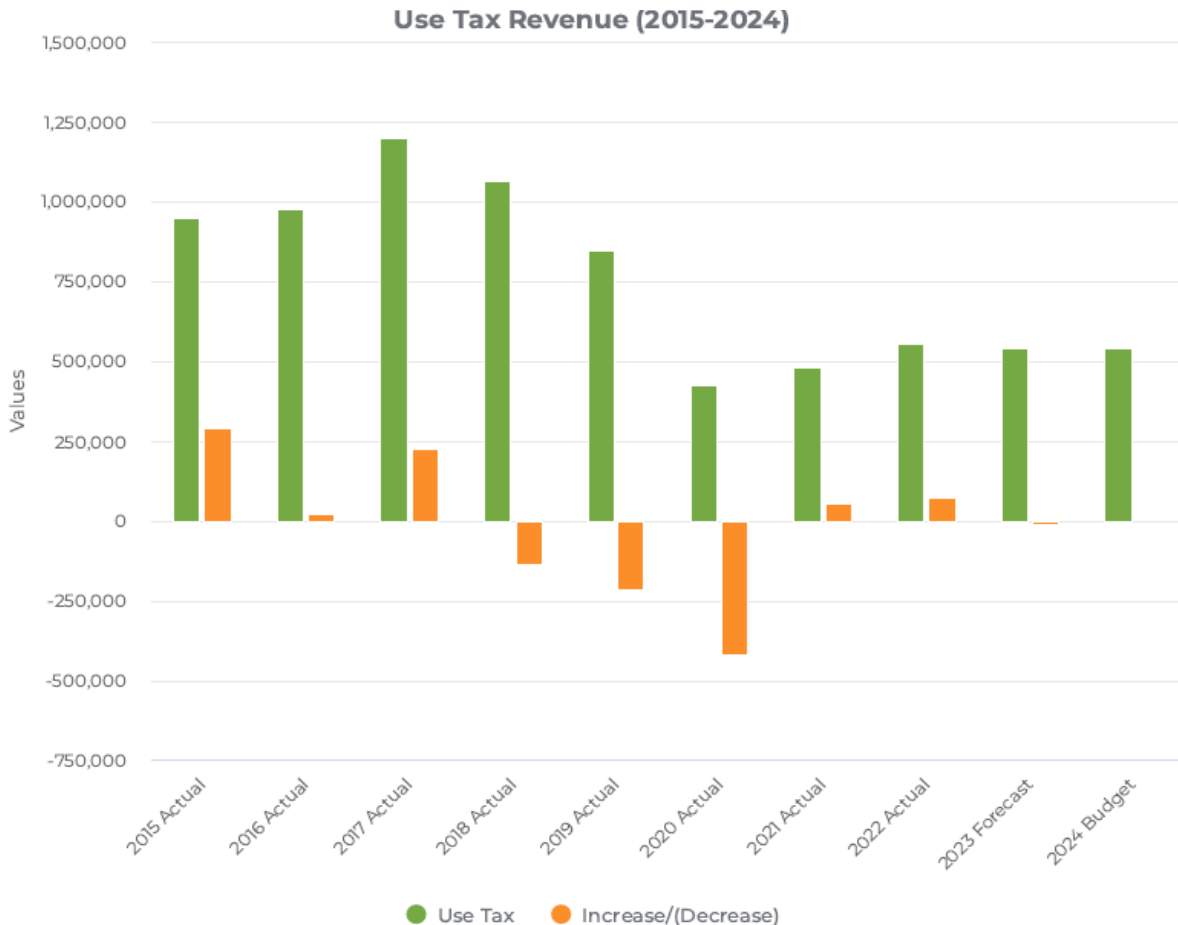


- Sales Tax** revenues are dedicated taxes collected from member jurisdictions based on intergovernmental agreements. The chart below shows *preliminary* estimates by jurisdiction as of **October** 2023:

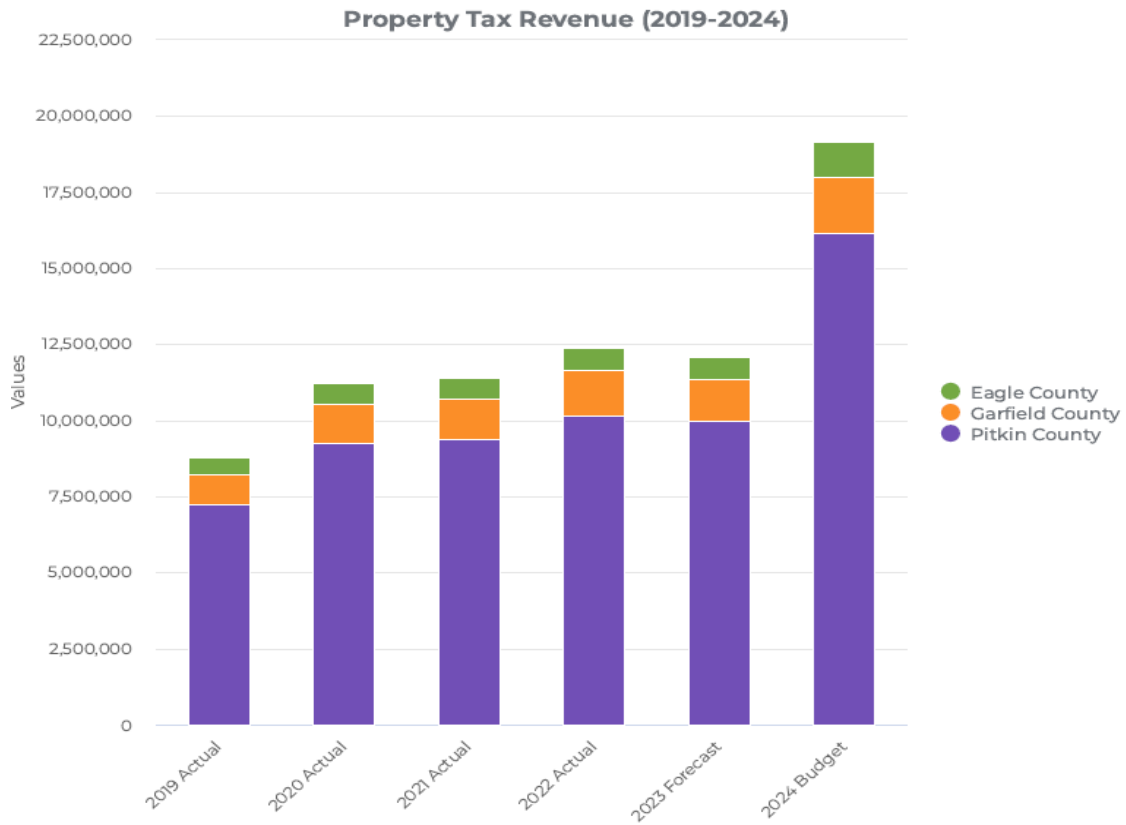
Member Jurisdictions	2024 % Increase / (Decrease)
Aspen	+1.8%
Basalt	-5%
Carbondale	+1%
Glenwood Springs	+5%
Eagle County	0%
New Castle	+4%
Pitkin County	+1.5%
Snowmass Village	+3%

Sales Tax Revenue (2015-2024)





- 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%, **58.6%** and 36.3%, respectively. The 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 way for local governments to hold a public meeting to address the inflation property tax limit and opt out. **If Proposition HH passes, then due to the uncertainties with the implementation of this new measure and possible legal challenges, staff recommends that it would be prudent for RFTA to follow the required steps to Opt-Out from the property tax revenue limit and see how things unfold before considering whether to constrain its revenues. Assuming Proposition HH passes, Opting-Out would require a Public Notice and Public Hearing to consider an Opt-Out Resolution at a Special Meeting, most likely on January 4, 2024, at which time RFTA would certify the Mill Levy for the County Assessors.**



- **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.

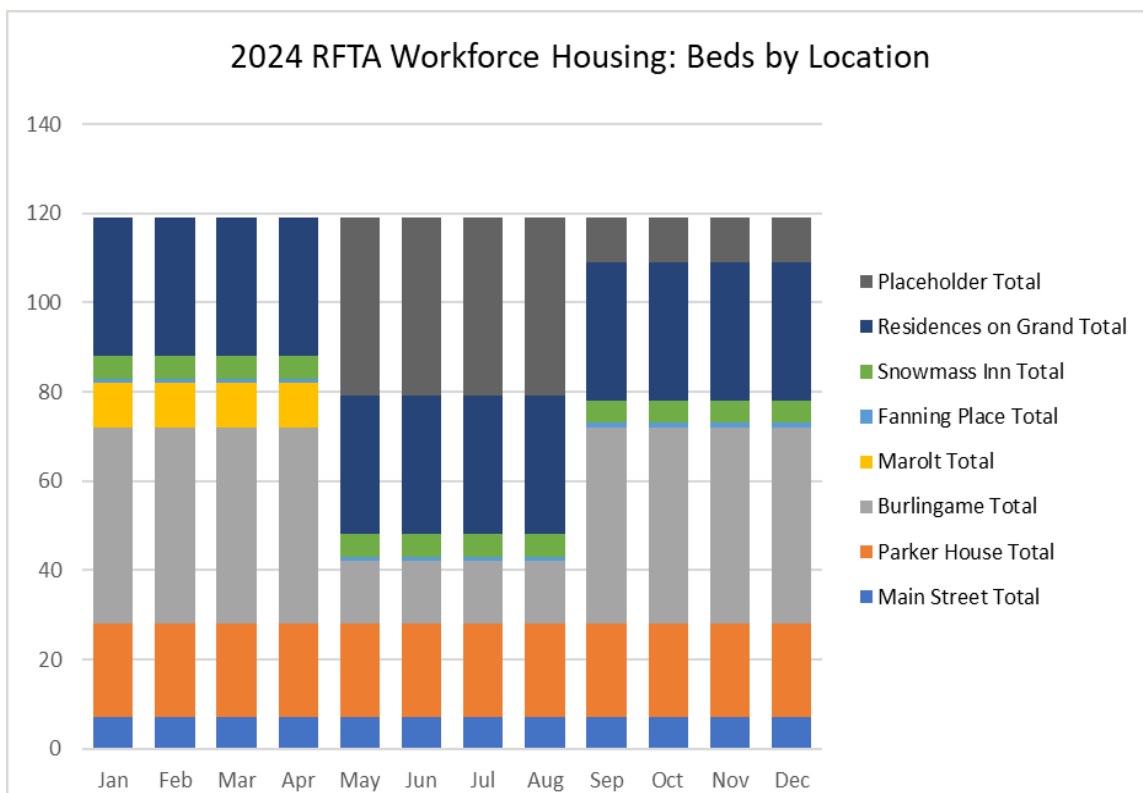
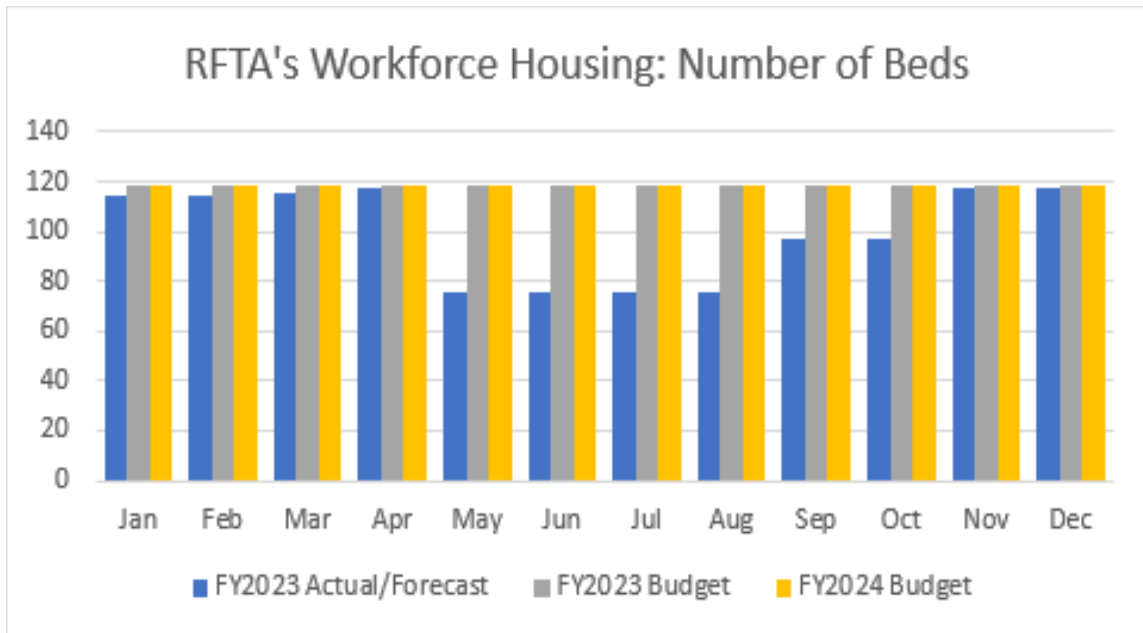
- **Operating revenues** are for transit fares collected primarily from regional routes, Highway 82 and the I-70 Corridor, as well as fares collected from the Maroon Bells Bus Tour;
 - At this time, staff is estimating a **6%** increase in regional fare collections in 2023 compared to 2022 actuals. The increase is attributable to an increase in ridership. For the 2024 3rd draft budget, fare revenues **are flat** as compared 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;
 - **Garfield County's** support for the Grand Hogback bus service **will be \$605,000 in 2024, an increase from \$550,000 in 2023.** RFTA and the County are in contact regarding any potential change in contribution.
 - The **City of Rifle's** support for the Grand Hogback bus service will **increase to \$40,000 in 2024, which is an increase from the 2023 contribution of \$20,000.**
 - Assumes that the **EOTC** provides \$106,090 and **RFTA participating member jurisdictions** provide **\$390,880** to support the Regional Bikeshare Plan:

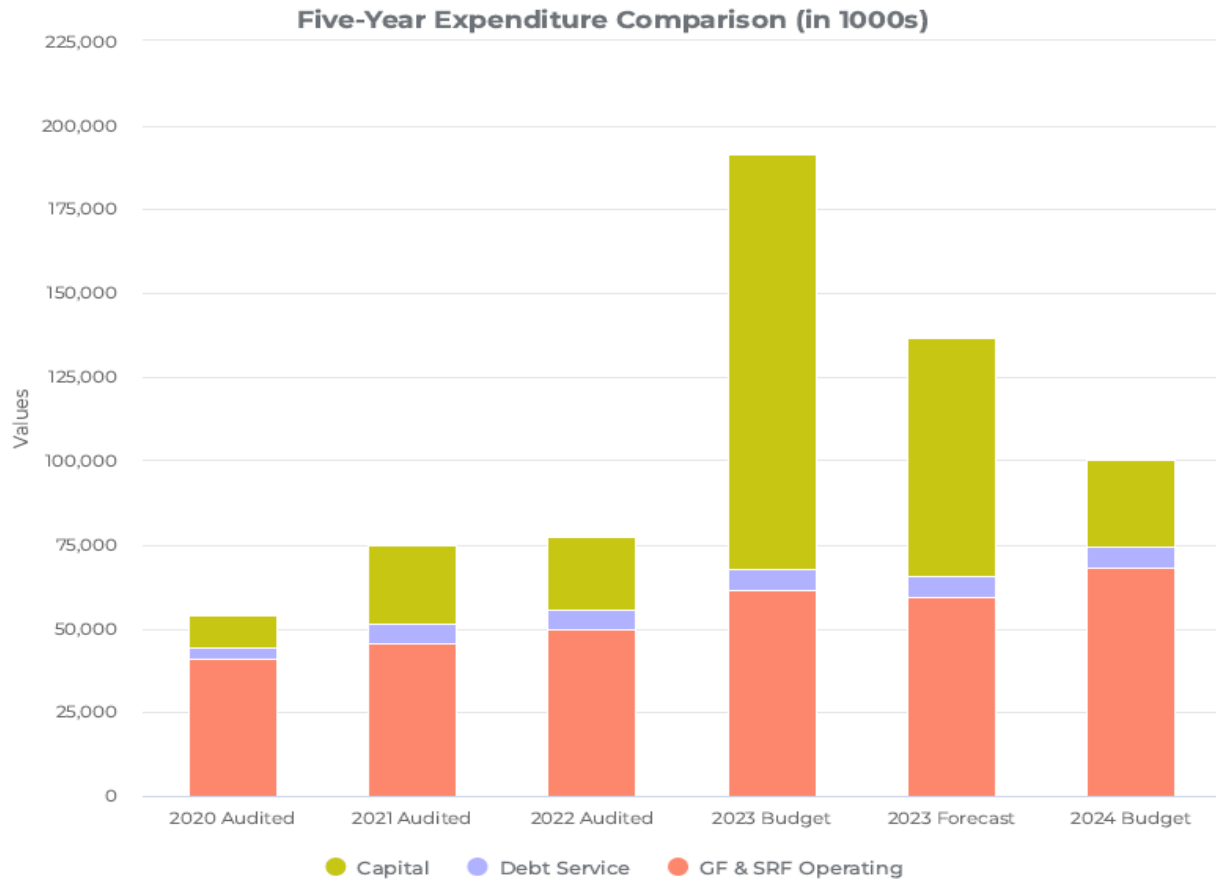
City of Aspen	\$	168,944
Piktin County	\$	44,901
Town of Basalt	\$	51,602
Eagle County	\$	47,228
Town of Carbondale	\$	72,815
Town of Snowmass Village	\$	5,390
Subtotal	\$	390,880
EOTC	\$	106,090
Total	\$	496,970

- **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.



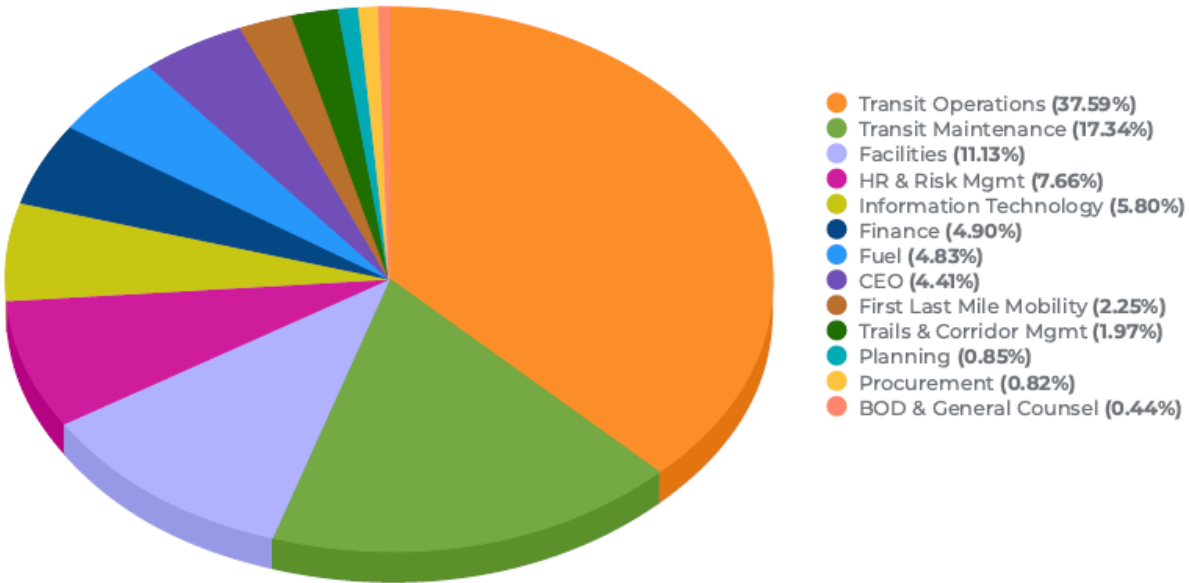
- Assumes vehicle registration fees will remain flat to the 2023 forecast.
- Assumes a 5.7% sequestration rate on refundable credits applicable to the Authority's Build America Bonds and the Qualified Energy Conservation Bonds. The sequestration rate is subject to change.

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	2,179	2,407	(173)	-7%
Transit Maintenance	6,309	6,373	6,911	8,111	7,754	8,676	565	7%
Transit Operations	11,875	13,313	13,855	16,791	16,209	18,245	1,455	9%
Administration*	7,071	7,271	8,409	11,539	10,855	13,775	2,237	19%
Facilities	2,957	2,824	2,800	3,706	3,524	4,293	587	16%
Attorney & Board of Directors	172	236	133	218	259	222	4	2%
Trails & Corridor Mgmt	548	537	691	945	956	1,205	260	28%
Total GF Operating Expenditures	\$ 29,752	\$ 31,763	\$ 34,405	\$ 43,889	\$ 41,737	\$ 48,824	\$ 4,935	11%
SRF - Service Contracts	10,062	12,603	14,493	15,886	15,887	17,469	1,584	10%
SRF - Bus Shelter / PNR	850	787	913	1,721	1,686	1,748	27	2%
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	\$ 59,434	\$ 68,183	\$ 6,563	11%
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	\$ 65,522	\$ 74,459	\$ 6,751	10%
GF - Capital Outlay	5,213	15,460	10,855	104,750	51,528	25,391	(79,359)	-76%
SRF - Bus Shelter / PNR - Capital Outlay	-	-	-	-	-	187	187	0%
Capital Projects Fund	4,205	8,329	10,448	18,838	19,360	-	(18,838)	0%
Total Capital	\$ 9,417	\$ 23,789	\$ 21,303	\$ 123,588	\$ 70,887	\$ 25,578	\$ (98,010)	-79%
Total Expenditures - all funds	\$ 53,966	\$ 74,891	\$ 77,099	\$ 191,296	\$ 136,409	\$ 100,037	\$ (91,259)	-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	\$ 2,407	\$ 887	\$ -	\$ -	\$ 3,294	5%
Transit Maintenance	8,676	3,150	-	-	11,826	17%
Transit Operations	18,245	7,384	-	-	25,629	38%
CEO	2,209	797	-	-	3,006	4%
Procurement	408	147	-	-	556	1%
Finance	2,456	886	-	-	3,343	5%
Planning	425	154	-	-	579	1%
HR & Risk Mgmt	3,840	1,386	-	-	5,226	8%
Information Technology	2,906	1,049	-	-	3,955	6%
Facilities	4,293	1,549	1,748	-	7,590	11%
BOD & General Counsel	222	80	-	-	302	0%
Trails & Corridor Mgmt	1,205	-	-	141	1,346	2%
First Last Mile Mobility	1,531	-	-	-	1,531	2.2%
Total	\$ 48,824	\$ 17,469	\$ 1,748	\$ 141	\$ 68,183	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.
 - Based on the market survey results from the biennial compensation review, the budget reflects a placeholder for a compensation market review adjustment for positions outside of the CDA resulting in an additional cost of approximately \$592,000. The market adjustment is described below:
 - **New minimum adjustments** at the first full payroll of the year to bring anyone under the new wage range up to the new minimum.
 - **Market adjustments** to salary grades at the first full payroll period of the year. The adjustments considered midpoint movements and comparison ratios resulting in an average market adjustment increase of approximately 2.8%.
 - **For front-line mission critical positions** identified by management, market adjustments considered midpoint movements and comparison ratios resulting in an average market adjustment increase of approximately 2.7%. ***Staff recommends to implement market adjustments for these front-line mission critical positions at the start of the upcoming winter high season (for the pay date of November 24, 2023) using identified savings within the existing 2023 budget.***
 - For positions outside of the CBA, the budget includes a merit increase of up to 4% effective at each employee's annual performance review date resulting in an additional cost of approximately **\$434,000**.
- 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 **\$25.6** million has been included in the 2nd draft budget:

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	350			350
First-Last Mile Mobility Grant Program	583			583
We-Cycle Capital	346		(27)	318
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
Operations Commuter Van	64			64
GMF Bus Wash FRP Wall Panel Replacement	61			61
CMF-CDL Course Improvements	60			60
Trapeze Software	53			53
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	\$ 22,864	\$ (15,860)	\$ (27)	\$ 6,976
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	\$ 25,391	\$ (15,860)	\$ (27)	\$ 9,504
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	\$ 25,578	\$ (15,860)	\$ (27)	\$ 9,691

- 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 long 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 ~\$7.6 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.

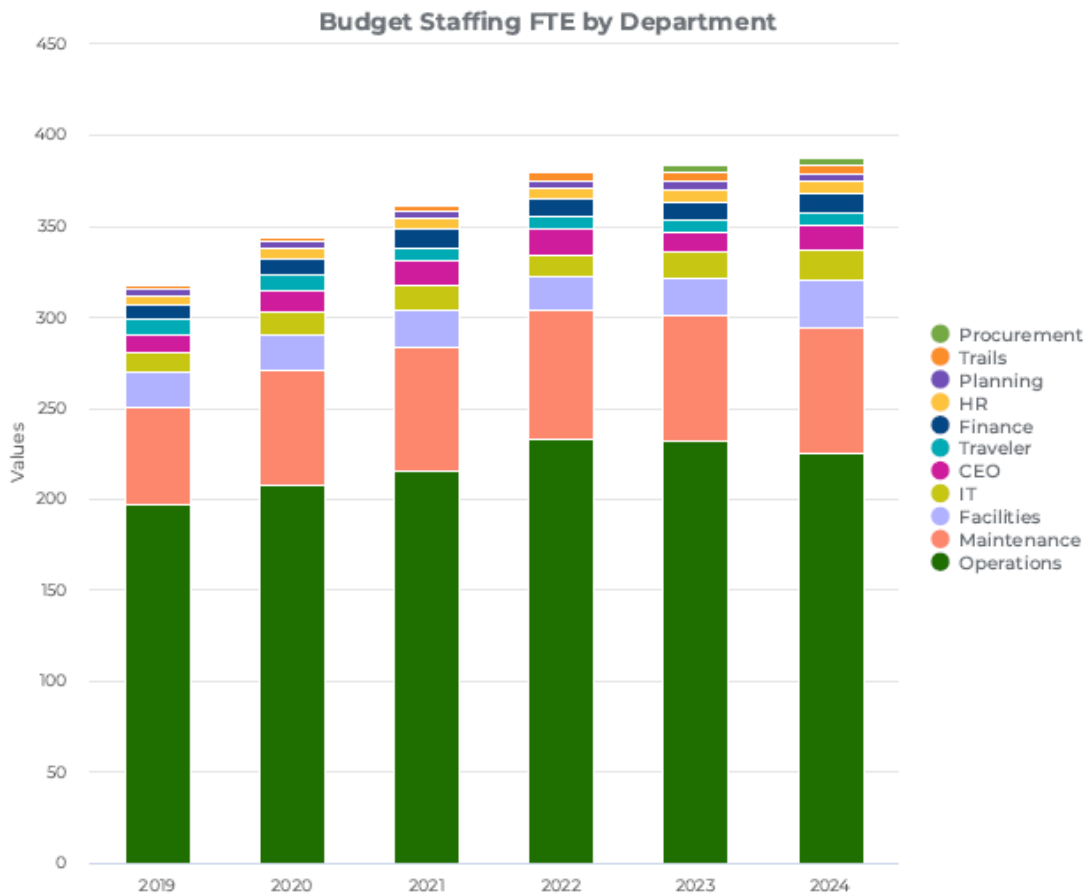
- Certain expenditures may be added into the budget through supplemental budget appropriation resolutions during the budget year when funding is available in the case where actual revenues exceed projections or capital grants are awarded.

6. Other Financing Sources and Uses Assumptions

- Approximately \$1,313,000 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 \$181,000 of current available resources from the General Fund to the Service Contract Special Revenue Fund.
- In accordance with bond resolutions, approximately \$4.25 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 387.4 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
- Add 1 Operations Manager added in 2023
- Add 1 Senior Program Manager in 2024 that was temporarily removed in 2023
- Add 1 Dispatch Supervisor (Operations)
- Add 1 Senior HR Generalist
- Add 1 IT Systems Analyst (IT) (effective May 1, 2024)
- Add 1 Facilities Road Crew Supervisor (effective April 1, 2024)
- Add 1 Facilities Road Technician II (effective April 1, 2024)
- Add 2 Facility Tech III positions (GMF) (effective June 1, 2024)
- Add 1 Janitor (GMF) (effective June 1, 2024)
- Add 1 Seasonal Trails Technician (Trails) (effective for 7 months)
- Add 1 Executive Assistant
- Add 1 IT Computer Help Desk (effective March 1, 2024)

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

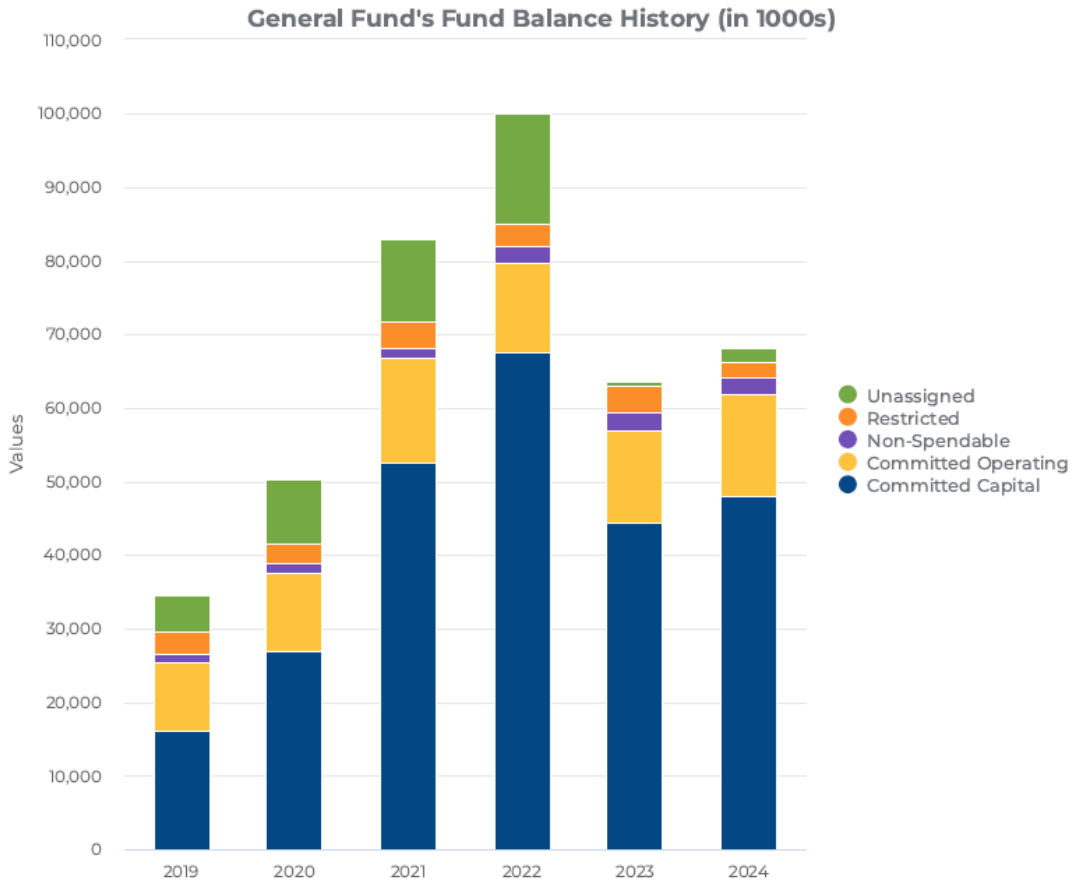
Notable projects included in the 2023 budget, which are expected to be continued in 2024 due to timing:

- 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

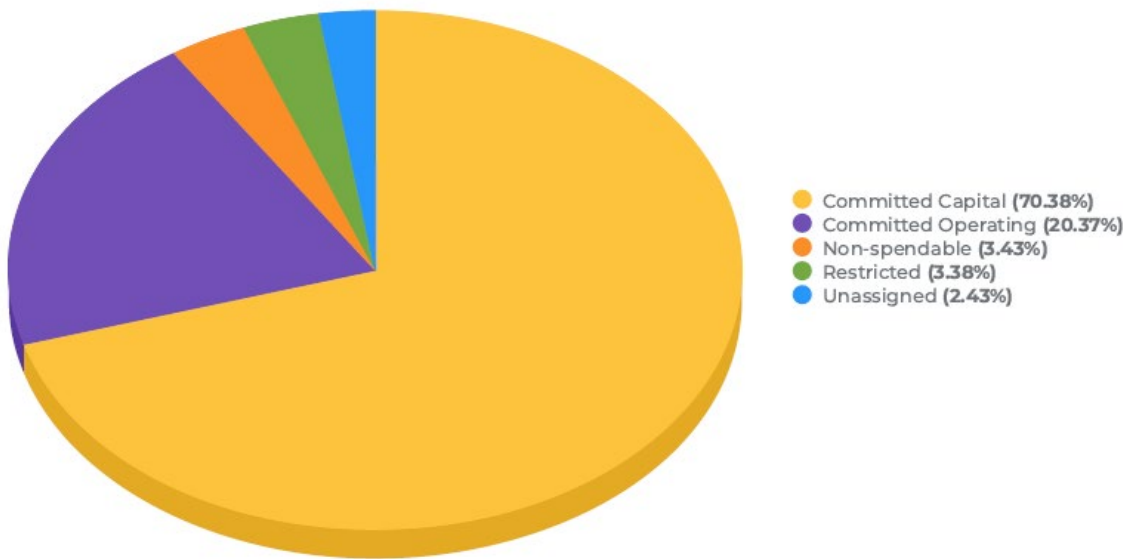
9. Fund Balance

	General	Service	Bus	Mid	Capital	Debt	
	Fund	Contracts	Stops/ PNR	Valley Trails	Projects Fund	Service Fund	Total
(in 1,000s)							
Beginning fund balance (budget)	\$ 63,743	\$ -	\$ 97	\$ 323	\$ -	\$ 920	\$ 65,083
Revenues	70,346	17,288	525	118	-	119	88,397
Expenditures	(76,097)	(17,469)	(1,935)	(141)	-	(4,394)	(100,037)
Other financing source/(use)	10,091	181	1,313	-	-	4,275	15,860
Change in net assets	\$ 4,340	\$ -	\$ (97)	\$ (23)	\$ -	\$ -	\$ 4,220
Ending fund balance	\$ 68,083	\$ -	\$ -	\$ 300	\$ -	\$ 920	\$ 69,303
Ending fund balance composition:							
Non-spendable fund balance	\$ 2,337						\$ 2,337
Restricted fund balance	2,298	\$ -	\$ -	\$ 300	\$ -	\$ 920	3,518
Committed fund balance:							
Operating reserves	13,871						13,871
Facilities capital reserves	6,503						6,503
Transit capital reserves	32,430						32,430
Trails capital reserves	3,313						3,313
FLMM reserves	5,673						5,673
Unassigned fund balance	1,658						1,658
Ending fund balance	\$ 68,083	\$ -	\$ -	\$ 300	\$ -	\$ 920	\$ 69,303

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.



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

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

Meeting Date:	November 9, 2023
Subject:	West Mountain Regional Housing Coalition Membership Discussion
Strategic Outcome:	3.0 Sustainable Workforce
Strategic Objective:	3.3 Provide comfortable and affordable short-term and long-term housing solutions
Presented By:	Colin Laird, Trustee, Town of Carbondale April Long, Program Director, West Mountain Regional Housing Coalition (WMRHC) Dan Blankenship, CEO
Staff Recommends:	Discuss whether RFTA should become a member of WMRHC and contribute annual membership dues of \$20,000. Assuming RFTA does become a member, RFTA is also being asked to consider contributing to WMRHC in the amount of \$100,000 or more for a mortgage Buy Down program to help increase the inventory of deed restricted properties throughout the region.
Executive Summary:	See attached memorandum from April Long, Program Director, WMRHC, regarding the requirements of becoming a member of WMRHC, along with an overview of Regional Buy Down Program.
Background/ Discussion:	Additional organizations may become members of WMRHC under the following considerations: <ul style="list-style-type: none"> • Must have a representative attend and observe two meetings (can be the committee meetings and can be via Zoom). • Following those two meetings, must attend third meeting with formal request for membership. • Must receive approval vote of two-thirds of the current Board members. • Must recognize and agree to adhere to Coalition’s vision, mission, by-laws, strategic plan, etc. to be community-minded and solution-oriented, not single-entity minded.
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:	Annual WMRHC dues are \$20,000 per year. Possible additional contribution of \$100,000 or more for a regional mortgage Buy Down program.
Attachments:	Yes, please click on link: “WMRHC Memo to RFTA 11.02.2023.pdf,” or see, “WMRHC Memo to RFTA 11.02.2023.pdf,” included in the November 2023 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet.

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

Meeting Date:	November 9, 2023
Subject:	Glenwood Maintenance Facility Expansion 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
Presented By:	Ben Ludlow, Program Manager
Staff Recommends:	Update on Construction Progress for the Glenwood Maintenance Facility Construction Project
Executive Summary:	RFTA and its contractor, Saunders Construction, started the Design Build Construction Project in January of 2022. 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: “Drone 1.pdf,” “Drone 2.pdf,” and “Drone 3.pdf,” or see, “Drone 1.pdf,” “Drone 2.pdf,” and “Drone 3.pdf,” included in the November 2023 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet. Also, please see the Project video found here - https://vimeo.com/rfta/gmfupdatenovember2023

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

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: November 9, 2023

Garfield County Transportation Improvement Subcommittee (GCTIS): Nathan Lindquist, CDOT Land Use Planner/Analyst, has been working behind the scenes to develop a plan and structure for future GCTIS Roundtable meetings. Mr. Lindquist will be partnering with David Johnson, Director of Planning, to draft a Scope of Work for consulting services to assist with managing this process. When completed the draft Scope of Work will be shared with the GCTIS for review and discussion prior to finalization.

Mr. Lindquist is also coordinating with staffs of Garfield County jurisdictions to solicit their interest in supporting this effort by submitting, receiving, and administering grants, scheduling and Chairing meetings, distributing meeting agendas, and preparing Minutes of the meetings, etc. Because these details will take time to work through, it is unlikely that there will be another meeting of the GCTIS before December.

Ridership: Through **September 2023**, RFTA’s year-to-date system-wide ridership was **3,800,276** up **16.9%** compared to **3,249,617** passengers through **September 2022**.

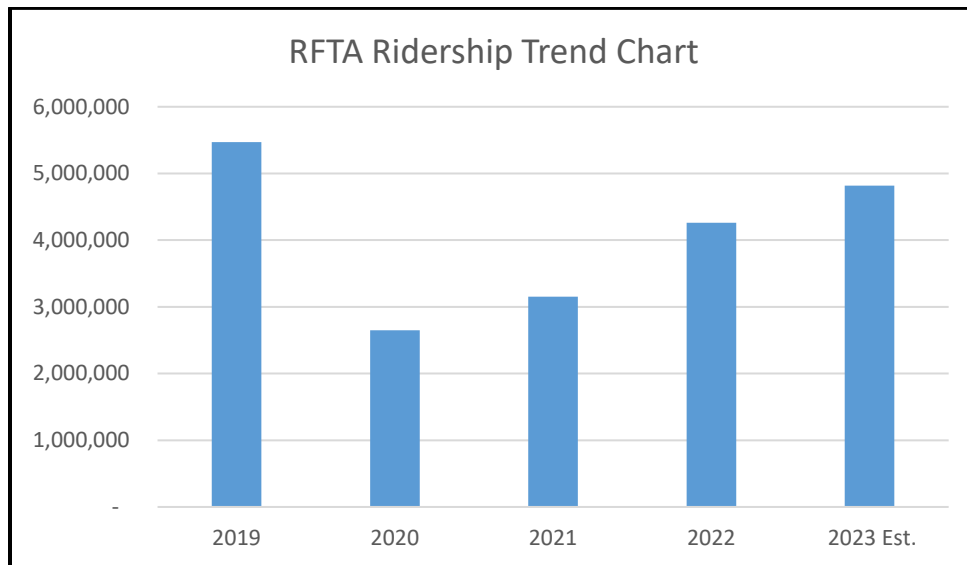
The chart below compares year-to-date **September 2023** ridership with year-to-date **September 2019** pre-pandemic ridership. Overall, year-to-date system-wide ridership through **September 2023** was down **12%** compared to year-to-date system-wide ridership through **September 2019**. Valley ridership was down **5%** and Hogback ridership was up **71%** compared with year-to-date **September 2019**.

Total Ridership YTD Comparison: 2019 vs. 2023			
Service	YTD Sept. 2019	YTD Sept.2023	% Vari YTD 2023 to YTD 2019
Aspen	1,096,801	779,758	-29%
Valley	2,135,437	2,038,159	-5%
Hogback	78,193	133,660	71%
Other	1,004,715	848,699	-16%
Total	4,315,146	3,800,276	-12%

When looking only at the month of **September 2023** ridership compared to **September 2019** (pre-pandemic), system-wide ridership was down **1%**, and City of Aspen ridership was down **28%**, Valley ridership was up **8%**, Hogback ridership was up **104%**, and Other ridership, which includes Ride Glenwood, Maroon Bells, and Aspen Skiing Company, was down **9%** (see below).

Ridership Comparison: Sept. 2019 vs. Sept. 2023			
Service	Sep-19	Sep-23	% Vari Sept. 2023 to Sept. 2019
Aspen	74,862	53,672	-28%
Valley	183,344	198,814	8%
Hogback	7,905	16,120	104%
Other	80,363	72,922	-9%
Total	346,474	341,528	-1%

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



Year	2019	2020	2021	2022	2023 Est.
Passenger Trips	5,468,641	2,647,936	3,154,534	4,259,383	4,816,140

Operational Readiness

The Roaring Fork Transportation Authority utilizes an Operational Readiness calculator to determine whether or not we have the appropriate level of staffing to deliver a particular season scheduled service. For example, a 100% readiness means RFTA has the exact number of bus operators to cover the scheduled service. However, 100% readiness does not account for vacations, sick absences, FMLA or other reasons an employee might be away from work. 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.

Projected Winter 2023/2024: 119%

Based on current projections, RFTA may be able to bring back some service levels that were reduced for the winter season as early as January, 2024.

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	Last Updated: November 2023
<ul style="list-style-type: none"> 2021 and 2022 Budget included funding to purchase 19 replacement clean diesel and CNG, 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. <ul style="list-style-type: none"> These 9 buses have been pulled from service due to transmission power issues. Solution has been identified and RFTA is working with manufacturer to get repaired. 10 of 10 CNG buses delivered.

E2 - Bike Share Expansion

2023 RFTA Budget: \$2,064,858	Last Updated: August 2023
<ul style="list-style-type: none"> 2023 Budget includes \$2,064,858 for regional Bikeshare indirect operating costs and equipment and to implement Bikeshare 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	Last Updated: November 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 <ul style="list-style-type: none"> These 5 buses have been pulled from service due to transmission power issues. Solution has been identified and RFTA is working with manufacturer to get repaired.

C13 – Town of Snowmass Village Transit Center

2023 Budget: \$500,000	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.

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

2023 Budget: \$3,800,392	Last Updated: November 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"> Lane Shift from the West side of HWY 82 over the new box on the east side of HWY 82 will occur 11/4 – 11/5 at night. Video update of Project: RFTA 27th Street Project on Vimeo

S4 - Buttermilk Underpass

2023 Budget: \$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	Last Updated: November 2023
<ul style="list-style-type: none"> 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. 	<p>Phase 3,4,5,7</p> <ul style="list-style-type: none"> Steel structure is erected. Roof and wall panels being installed Utilities being hooked up Video update of Project: https://vimeo.com/879891975 <p>Phase 6 and 8 (Transit Center and Operations Center and warehouse building)</p> <ul style="list-style-type: none"> Design is underway.

S10 - Replacement Housing

2022 Budget: \$50,000	Last Updated: November 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 December Board meeting.

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

Please see the click on the links: "[11.09.2023 Planning Department Update.pdf](#)," or see "11.09.2023 Planning Department Update.pdf," included in the September 2023 RFTA Board Meeting Portfolio.pdf, attached to the email transmitting the RFTA Board Meeting Agenda packet.

2023 Actuals/Budget Comparison (September YTD)

2023 Budget Year				
General Fund	September YTD			
	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales and Use tax (1)	\$ 24,557,137	\$ 23,755,097	3.4%	\$ 38,813,900
Property Tax	\$ 12,123,354	\$ 11,843,939	2.4%	\$ 11,843,939
Grants	\$ 17,879,445	\$ 17,879,445	0.0%	\$ 54,862,431
Fares (2)	\$ 3,523,080	\$ 2,905,457	21.3%	\$ 4,243,700
Other govt contributions	\$ 1,621,707	\$ 1,620,385	0.1%	\$ 2,833,143
Other income (3)	\$ 4,240,710	\$ 3,185,696	33.1%	\$ 3,354,600
Total Revenues	\$ 63,945,434	\$ 61,190,019	4.5%	\$ 115,951,713
Expenditures				
Fuel (4)	\$ 1,404,784	\$ 2,391,630	-41.3%	\$ 2,579,765
Transit	\$ 27,993,006	\$ 28,042,235	-0.2%	\$ 40,364,761
Trails & Corridor Mgmt	\$ 511,341	\$ 526,189	-2.8%	\$ 944,890
Capital	\$ 20,829,446	\$ 20,743,091	0.4%	\$ 104,749,562
Debt service	\$ 999,565	\$ 999,565	0.0%	\$ 1,690,849
Total Expenditures	\$ 51,738,142	\$ 52,702,710	-1.8%	\$ 150,329,827
Other Financing Sources/Uses				
Other financing sources	\$ 3,487,240	\$ 3,465,770	0.6%	\$ 3,465,770
Other financing uses	\$ (3,654,544)	\$ (3,654,544)	0.0%	\$ (5,262,554)
Total Other Financing Sources/Uses	\$ (167,304)	\$ (188,774)	-11.4%	\$ (1,796,784)
Change in Fund Balance (5)	\$ 12,039,988	\$ 8,298,535	5.1%	\$ (36,174,898)

- (1) Sales and Use Tax Revenues are received 2 months in arrears (i.e. July sales and use tax revenue is deposited and recorded in September).
- (2) Through September, fare revenue and ridership are increased by 11% and 17%, respectively, compared to the prior year. The average sale per transaction was approximately \$14.74 in September 2022 compared to \$8.66 in September 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 September 2022/2023 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 9/2022	YTD 9/2023	Increase/ (Decrease)	% Change
Regional Fares	\$ 2,122,123	\$ 2,412,765	\$ 290,642	14%
Maroon Bells	\$ 999,721	\$ 1,056,236	\$ 56,515	6%
Total Fare Revenue	\$ 3,121,844	\$ 3,469,001	\$ 347,157	11%
Ridership on RFTA Regional Services*:	YTD 9/2022	YTD 9/2023	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	606,125	680,700	74,575	12%
BRT	658,483	795,835	137,352	21%
SM-DV	37,717	53,493	15,776	42%
Grand Hogback	103,816	133,660	29,844	29%
Maroon Bells	171,698	181,017	9,319	5%
Total Ridership on RFTA Fare Services	1,577,839	1,844,705	266,866	17%
Avg. Fare/Ride	\$ 1.51	\$ 1.45	\$ (0.06)	-4%
Avg. Fare/Ride MB	\$ 5.82	\$ 5.84	\$ 0.01	0%

- (3) Through September, 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 September YTD				Hours September YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	2,804,860	3,069,136	(264,276)	-8.6%	130,011	139,601	(9,590)	-6.9%
City of Aspen	438,317	447,326	(9,009)	-2.0%	50,988	50,965	23	0.0%
Aspen Skiing Company	214,653	217,657	(3,004)	-1.4%	15,329	16,045	(717)	-4.5%
Ride Glenwood Springs	84,123	88,037	(3,914)	-4.4%	7,494	7,420	74	1.0%
Grand Hogback	313,849	321,131	(7,282)	-2.3%	14,310	15,181	(871)	-5.7%
Specials/Charters	4,096	8,615	(4,519)	-52.5%	574	506	68	13.4%
Senior Van	6,219	6,552	(333)	-5.1%	1,030	1,024	5	0.5%
MAA Burlingame	12,315	12,672	(357)	-2.8%	1,117	1,138	(21)	-1.8%
Maroon Bells	74,148	71,973	2,175	3.0%	5,689	5,657	32	0.6%
Subtotal - Transit Service	3,952,580	4,243,098	(290,518)	-6.8%	226,541	237,537	(10,996)	-4.6%
Training & Other	12,327	22,910	(10,583)	-46.2%	18,384	20,334	(1,950)	-9.6%
Total Transit Service, Training & Other	3,964,907	4,266,008	(301,101)	-7.1%	244,925	257,872	(12,947)	-5.0%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report				
Service	Sep-22	Sep-23	#	%
	YTD	YTD	Variance	Variance
City of Aspen	693,730	779,758	86,028	12.40%
RF Valley Commuter	1,755,036	2,038,159	283,123	16.13%
Grand Hogback	103,816	133,660	29,844	28.75%
Aspen Skiing Company	338,431	435,626	97,195	28.72%
Ride Glenwood Springs	138,317	186,909	48,592	35.13%
X-games/Charter	17,770	14,022	(3,748)	-21.09%
MAA Burlingame	30,090	29,771	(319)	-1.06%
Maroon Bells	171,698	181,017	9,319	5.43%
Senior Van	729	1,354	625	85.73%
Total	3,249,617	3,800,276	550,659	16.95%
Subset of Roaring Fork Valley Commuter Service with BRT in 2023				
Service	YTD Sept 2022	YTD Sept 2023	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	606,125	680,700	74,575	12.30%
BRT	658,483	795,835	137,352	20.86%
Total	1,264,608	1,476,535	211,927	16.76%

2024 RFTA Annual Budget – Preliminary Schedule

Date	Activity	Status
8/10/2023	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	<i>Completed</i>
9/14/2023	Presentation/Direction/Action: 1 st draft budget presentation	<i>Completed</i>
10/12/2023	Presentation/Direction/Action: 2 nd draft budget presentation	<i>Completed</i>
11/9/2023	Presentation/Direction/Action: 3 rd draft budget presentation	<i>On schedule</i>
12/14/2023	<p>Public Hearing: Final budget presentation and adoption Review and approve the final certifications of valuations from the Eagle, Garfield, and Pitkin County Assessors If Proposition HH passes, then new public meeting process to exceed new inflation property tax limit.</p>	<i>On Schedule</i>
12/15/2023-1/4/2024	<p>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, most likely January 4, 2024.</p> <p>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.</p>	<i>To be determined</i>

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- **Waiting on Abatement Agreement Language.**
 - Deane Lease Termination Letter- **Waiting on signature from Mr. Deane.**
 - Eubank Encroachment Removal- **Waiting on response from Mr. Eubank.**
- CEC Items:
 - Meeting was held on 10/27/2023, RFTA Board Update is proposed for February Meeting.
 - Ditch Issues- **Ongoing Violation, Staff mailed letter to Ditch Owner to set up a meeting to discuss concerns and ditch maintenance responsibilities.**
 - Barn and Berm Encroachment- **Ongoing Violation, Rail Attorneys sent letter stating they have two years to remove encroachment.**
 - Trash Enclosure Encroachment- **Ongoing Violation, Rail Attorneys sent letter stating they have two years to remove encroachment.**
 - Access Ramp Over Tracks- **Ongoing Violation, Letter was sent to Roaring Fork Club to remove, this ramp was placed by Aspen Nordic Track, Staff will reach out to them for removal.**
 - Livestock Fencing- **New Violation, Letter was sent to property owner to remove fence from Right-of-Way.**
 - Utility Installation- **New Violation, Staff is working with Pitkin County Open Space on License agreement as approved by CEC Board.**
- 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 – **Sent to TOC for review.**
 - Rail Car letters: **All encroachments have been removed. Still working through utility connection questions.**
 - Cedar Networks- **Contractor nonresponsive - Sent to Attorneys for resolution.**

- Century Link- **Representative is non-responsive. Sent to Attorneys for resolution.**
- Current Applications:
 - Holy Cross Fiber Project- **Waiting for revised as-builts.**
 - Pitkin County Gerbaz Bridge- **Working through Bridge Design Comments.**
 - Colorado Extreme - Updating access and relocating Trail - **Permit issued, Project Ongoing.**
- Permits:
 - Xcel- Tree work- **Project Complete.**
 - City of Glenwood Springs- **Revegetation Complete, need final as-built, 6 weeks out for Survey team, Staff will follow up after the New Year if we haven't received before then.**
 - 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- **Waiting on revised as-builts.**
 - **Xcel- Maintenance in ROW- Permit Issued, Work scheduled to begin Week of 11/01/2023.**
 - **Youth Art Park- Updated permit for final Phase 1 items.**
- **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. (delayed)
- **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 is doing the last round of mowing shoulders and pushing vegetation back (again) before winter sets in.
- 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.
- Staff is installing 2 new “wildlife kiosks” as a part of our ongoing wildlife monitoring program. This will give trail users the opportunity to share what wildlife they saw, and also learn about what wildlife other trail users have recently seen.
- 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.
 - 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 has been completed!
 - 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 primarily worked in the Emma to Rock Bottom Ranch section of the trail in '23. Additionally, we did have time/budget so we also worked on a small section of trail near CR 154/Riverview School.
 - In 2023, Goat Green worked approximately 35 acres of the Rio Grande Trail Corridor.
 - Continue and expand our vegetation monitoring program.
 - Continue Rio Grande ArtWay improvements and maintenance.
 - Kiosk Construction – the last remaining trailhead 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. CEC Board Meeting scheduled for October 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.