

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

TIME: 8:30 a.m. – 11:00 a.m., Thursday, December 14, 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 November 9, 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. Intergovernmental Agreement for Garfield County Senior Programs Traveler Services – 2024 – Dan Blankenship, CEO, page 11	4.2.5	Approve	
	B. 7-Party Memorandum of Understanding Regarding Garfield County Senior Programs for 2024 – Dan Blankenship, CEO, page 12	4.2.5	Approve	
6	Presentations/Action Items:			
	A. EPS Preliminary Housing Program Project Findings Update – Craig Dubin, Special Projects Manager, page 14	1.3	Discussion /Action	8:50 a.m.
7	Public Hearing			
	A. Resolution 2023-16: Adoption of the 2024 RFTA Budget – Michael Yang, CFAO, and Paul Hamilton, Director of Finance, page 15	4.2.5	Approve	9:20 a.m.
	B. Resolution 2023-17: Appropriation of Sums for the 2024 Budget – Michael Yang, CFAO and Paul Hamilton, Director of Finance, page 15	4.2.5	Approve	9:35 a.m.
8	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 25	2.8.6	FYI	9:50 a.m.
9	Executive Session:			
	A. Paul Taddune, General Counsel: One Items: 1) Pursuant to C.R.S. 24-6-602 (e) and (f): Personnel Matters: Succession Planning.		Executive Session	10:00 a.m.
(Agenda Continued on Next Page)				

	Agenda Item	Policy	Purpose	Est. Time
10	Issues to be Considered at Next Meeting:			
	To Be Determined at the December 14, 2023 Board Meeting	4.3	Meeting Planning	10:50 a.m.
11	Next Meeting: 8:30 a.m. – 11:30 a.m., January 11, 2024, In-person at Carbondale Town Hall or via WebEx Teleconference (Details to be provided later).	4.3	Meeting Planning	10:55 a.m.
12	Adjournment:		Adjourn	11:00 a.m.

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**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES**

November 9, 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)

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, Ben Ludlow, Angela Henderson, and Sarah Faichney, Facilities and Trails Department; David Carle, Finance Manager; Craig Dubin, Special Projects Manager; David Johnson and Jason White, Planning Department; Jamie Tatsuno, Joni Christenson, and Yazmin Carlson, Communications Department; Mike Christenson, Director of Vehicle Maintenance; Andy Hermes, Ryan Giertz, Leah Whitney, and Patrick Glazer, IT Department; David Pesnichak, Mobility Coordinator; Ed Cortez, President ATU Local 1774, John Taha, Bus Operator

Visitors Present (via WebEx):

David Knapp, PhD, Marathon Leadership; Lynn Rumbaugh (City of Aspen); Linda DuPriest (EOTC); Lee Barger (City of Glenwood Springs); Adam Munson (Mentis Technology Denver); John Stroud (Aspen Times); Sam Guarino (Town of Snowmass Village); Heather Henry (West Mountain Regional Housing Coalition)

Agenda

1. Call to Order/Roll Call:

Jeanne McQueeney called the November 9, 2023 RFTA Board of Directors meeting to order at 8:39 a.m., McQueeney declared a quorum to be present (7-member jurisdictions present) and the meeting began at 8:40 a.m.

2. Approval of Minutes:

Shelley Kaup stated that the October 12, 2023 Board minutes indicated that she attended the October 12, 2023 Board meeting, however, she was not in attendance at that Board meeting. Kaup was removed from the October 12, 2023 Board minutes.

Alyssa Shenk moved to approve the October 12, 2023 Meeting Minutes, and Art Riddile seconded the motion. The motion was unanimously approved.

3. Public Comment:

McQueeney asked if any member of the public would like to address the Board or make a comment regarding items not on the November 9, 2023 Board Agenda.

Sam Gimas stated that he has to commute to Aspen every day and the number of cars, trucks, and semi-trucks is scary. Most days commuting to work he is late getting there, and generally has road rage

because of the traffic. He timed his commute time and determined his average speed was approximately 30 miles per hour (MPH). He suggested that RFTA look into the possibility of a bike transit lane with a 25 MPH speed limit.

McQueeney closed Public Comments at 8:43 a.m.

4. Items Added to Agenda – Board Member Comments:

McQueeney asked if there were any items that needed to be added to the November 9, 2023, Board meeting Agenda.

No items were added to the November 9, 2023 RFTA Board Agenda.

McQueeney asked if any Board member had any comments or questions regarding issues not on the November 9, 2023, Board meeting Agenda.

Shenk stated Brush Creek Road in Snowmass Village has reopened. She thanked RFTA for working with the Town of Snowmass Village to ensure that the buses were still accessible to riders during the construction work.

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

5. Consent Agenda:

A. Resolution 2023-15: Appointing Members to the Mid-Valley Trails Committee (MVTC) – Angela Henderson, Assistant Director, Project Management & Facilities Operations

The RFTA Board of Directors are responsible for providing oversight of the Mid-Valley Trails Committee (MVTC) by reviewing and approving new committee members. Resolution 2023-15 will re-appoint three (3) current members to a three-year term, and appoint one (1) new member to a three-year term. The MVTC is requesting to appoint one new member, Katie Ralston, to a three-year (3) term.

Riddile moved to approve Resolution 2023-15: Appointing Members to the Mid-Valley Trails Committee (MVTC), and Bill Kane seconded the motion. The motion was unanimously approved.

6. Presentations/Action Items:

A. 3rd Draft of the RFTA 2024 Budget – Michael Yang, CFAO and David Carle, Budget Manager

Michael Yang and David Carle highlighted the changes made from the 2nd Draft Budget to the 3rd Draft Budget, those include:

- The 2024 preliminary budget transit service hours and miles reflect a 0.7% and 1.5% increase over 2023 projections.
- \$3.9 million is available to fund strategic initiatives.
- Sales tax projection includes a 1.1% increase.

- Property tax revenues include a 53.5% increase.
- The weighted average price for unleaded gasoline and diesel includes a 13.6% and 13.1% decrease.
- \$346,000 for capital, startup equipment, and capital replacement costs, which are included in Capital outlay.
- 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 includes the addition of \$150,000 for the Town of Snowmass Village.
- Preliminary sales tax estimates by jurisdiction as of October 2023:
 - City of Aspen 1.8%
 - Town of Basalt (5.0%)
 - 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%
- Preliminary property tax revenue increases:
 - Pitkin County 59.8%
 - Eagle County 58.6%
 - Garfield County 36.3%
- 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.

Shelley Kaup questioned if there have been conversations about the increase with the tax levy or what that could potentially look like.

Jeanne McQueeney responded that there have been conversations and RFTA would potentially opt-out due to the costs to employ drivers and cost of buses.

Mike Yang stated that RFTA is not going to constrain itself. Costs of almost everything is going up, drivers, buses, and cost of construction materials. In order for RFTA to deliver D2040, it needs to make sure that the funds are available to cover all of the costs associate with D2040.

- 6% increase in regional fare collections.

- 6% increase in regional fare collections.
- Fare revenues are flat as compared to the 2023 forecast.
- Garfield County's support for the Grand Hogback bus service will be \$605,000 in 2024, an increase from \$550,000 in 2023.
- 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.
- RFTA participating member jurisdictions provide \$390,880 to support the Regional Bikeshare Plan.
- For positions outside of the CBA, the budget includes a merit increase of up to 4%, resulting in an additional cost of approximately \$434,000.
- Approximately \$25.6 million in Capital Outlay has been included.
- For Strategic Initiatives and high priority projects approximately \$20 million for Destination 2040 Plan projects are included (notably the 10 Bus Replacements, Regional Bikeshare, and Rio Grande Trail improvements) and \$7.6 million for other initiatives.
- 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.
- Assumes 387.4 full-time equivalents (FTEs).
- Add 1 Executive Assistant
- Add 1 IT Computer Help Desk (effective March 1, 2024)

Yang thanked Erin Kemp, Director of HR, for her hard work on getting the market survey bi-annual compensation review completed. The implementation of wage increases for front line, critical positions will be implemented in November 2023. The budget has the funds available to implement this wage increase.

Board members agreed that staff should implement this pay increase in November.

B. West Mountain Regional Housing Coalition Membership Discussion – Heather Henry, West Mountain Regional Housing Coalition

Board Member Colin Laird, said that West Mountain Regional Housing Coalition (WMR), of which all RFTA member jurisdictions, with the exception of New Castle, has been involved in a multiple-year effort to facilitate a regional approach to increase the inventory of affordable housing. WMR pursued has unsuccessfully pursued statewide grant funding, so is attempting to build a Mortgage Buy-Down fund through its membership.

Laird introduced Heather Henry, Co-Chair, West Mountain Regional Housing Coalition. Henry said her purpose in appearing for the Board was to request RFTA to become a member of the West Regional Housing Coalition, and also determine whether RFTA might be willing participate the coalition's Mortgage Buy-Down program.

After many years of work, WMR identified three launch programs; a Rental Assistance program, a Mortgage Buy-Down program, and an ADU assistance program. Currently, WMR is focusing its launch efforts on the Mortgage Buy-Down program. Since WMR was unsuccessful in garnering statewide grant assistance, it is attempting to stand up the program by means of member contributions in order to buy-down a several mortgages over the next couple of years as proof of concept in order to leverage additional State monies for the program. Feedback that WMR received from the State was that the Mortgage Buy-Down program was fairly unique and didn't fit neatly into any of its funding buckets, and it would be helpful for future applications to provide actual examples of how the program works.

Henry said that while most members are local governments, WMR welcomes other members such as school districts and CMC. RFTA provides a unique demographic, similar to CMC, representing passengers, having a broader diversity in its workforce and serving a large geographical area, which also corresponds to the boundaries WMR's membership.

Laird added that WMR's Mortgage Buy-Down program is modeled on Eagle County's successful program that has been in operation for a number of years. Accordingly, Henry said that WMR's program is not a new and has been proven to be workable by Eagle County. The primary difference is that Eagle County serves a single county, whereas WMR will be serving a three-county area by means of a regional coalition.

Kane stated that the Town of Basalt is supportive of the WMR and will be contributing funding to the WMR Buy-Down program. Basalt explored a buy-down program for rental properties that would place a cap on rents, but it proved to be challenging. A rental assistance program, on the other hand, is less challenging to administer. However, a mortgage buy-down program combined with a rental assistance program might serve as a bridge by making rent affordable until people can acquire a home through a mortgage buy-down program.

Dan Blankenship said one question is whether the Board wants to join the coalition with annual dues of \$20,000, and the other question is whether RFTA should contribute to the Mortgage Buy-Down program and, if so, how much the contribution should be. He asked whether the Board was interested in deciding that question at this meeting or whether it needs more discussion, additional information, and time in order to determine RFTA's role in the Buy-Down program.

Torre stated that the City of Aspen has been supporting this coalition since it began. The City of Aspen has a budget placeholder of \$450,000, however, they still have many questions that need answered about the buy-down program and how much additional funds will be needed to

make this a success. He stated that at this time he doesn't feel that this is the best use of RFTA funds.

McQueeney stated that she agrees with Torre and thinks that for RFTA there could be better options, such as down-payment assistance, where RFTA can set aside funds to help its employees purchase housing, and with rental assistance. She feels that RFTA could, in the future, become a member of the Coalition, however, RFTA needs additional information on how the Buy-Down Program will work. At this time, she feels RFTA has other pressing issues that need attention before becoming a member of the Coalition. Additionally, she said that RFTA is currently engaged in a housing study, so consideration of a mortgage buy-down program may be premature.

Henry and Kane emphasized that participation in the WMR Buy-Down program isn't intended to preclude its members from pursuing other strategies for their employees as well, i.e., their own mortgage buy-down and rental assistance programs. The goal of WMR is to increase the regional inventory of deed-restricted housing that is more affordable for as many people as possible.

Torre requested that WMR answer three questions:

- How much annual revenue from membership dues is the Coalition collecting?
- How much does it cost, on an annual basis, to operate the Coalition?
- Will it cost money to implement the Buy-Down program, and how much?

Henry responded that WMR is a 501- (c) (3) member organization that is funded by dues paid by members and can accept other contributions as well. Currently, April Long, Executive Director, is working half-time, and the balance of the dues are being used for matching funds for grants for programs such as a regional housing study that its members can use the data from to leverage state grants for their own housing programs. In addition, by stabilizing the funding needed to maintain and sustain WMR, any funding contributed by its members for the Mortgage Buy-Down program can go 100% to buy-down mortgages and not be used for WMR's operating expenses.

Torre suggested that Henry could contact him directly to discuss his specific questions regarding the revenues and expenditures of WMR, and she agreed to do that.

Kane made a motion to become a member of the West Mountain Regional Housing Coalition and pay the annual dues of \$20,000, and await more information to determine whether to participate in the Buy-Down program. Shenk seconded the motion.

A Roll Call Vote was Taken:

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

The motion was unanimously approved. Kaup volunteered to serve on the coalition Board. Shenk moved to appoint Kaup as RFTA's representative on the WMR Board. The motion was seconded by Kane, with all members in favor.

C. Glenwood Maintenance Facility Expansion Project Update – Ben Ludlow, Interim Senior Project Manager

RFTA and its contractor, Saunders Construction, started the GMF Design Build Construction Project in January of 2022. Ben Ludlow showed the Board a video of all of the construction that has currently been done at the GMF, and highlighted several items that the new building will have including:

- Outdoor patio space
- 2 Fuel and Wash Bays
- Hydrogen, should RFTA decide to utilize that option
- Approximately 14,000 sq. ft. of operating space

Ludlow stated that construction is coming along nicely and in alignment with RFTA's schedule of completion.

7. Information/Updates:

A. CEO Report – Dan Blankenship, CEO

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% over 2022.

Operational Readiness: Based on current Bus Operator recruitment and training projections, RFTA may be able to bring back some service levels that were reduced for the winter season, as early as January, 2024.

8. Executive Session:

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.

Shenk moved to adjourn from the Regular Board Meeting into the Executive Session, and Kaup seconded the motion. The motion was unanimously approved. Executive Session began at 10:03 a.m.

Staff Present: Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial Administrative Officer (CFAO); Kurt Ravenschlag, Chief Operating Officer (COO);

Nicole Schoon, Secretary to the Board of Directors; Angela Henderson, Assistant Director of Facilities

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

No action was taken during the Executive Session, which adjourned at 11:21 a.m.

9. Issues to be Considered at Next Meeting:

10. Next Meeting: 8:30 a.m. – 11:00 a.m.; December 14, 2023, Carbondale Town Hall, Room 1 and via WebEx Teleconference, for those who are unable to attend in person.

11. Adjournment:

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

The November 9, 2023 RFTA Board Meeting adjourned at 11:22 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:	December 14, 2023
Subject:	Intergovernmental Agreement (IGA) for Garfield County Senior Programs Traveler Services – 2024
Presented By:	Dan Blankenship, Chief Executive Officer
Strategic Outcome	2.0 Accessibility & Mobility
Strategic Objective	2.5: Ensure accessibility for youth, low income, seniors and disabled populations
Staff Recommends:	Staff recommends the approval of the Intergovernmental Agreement (IGA) for Garfield County Senior Programs Traveler Services – 2024 and authorize the RFTA Chair to execute it.
Background/ Discussion	<ol style="list-style-type: none"> 1. In 2008, RFTA was designated the provider of the Traveler Senior Transportation Program services, which it has provided from 2009 through 2023 pursuant to the Intergovernmental Agreement for Garfield County Senior Programs - Traveler Program. 2. Garfield County has updated the IGA for 2024. 3. Staff is requesting the Board to approve and authorize the Board Chair to execute the IGA.
Policy Implications:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	The total estimated budget for the Traveler in 2024 is \$817,426. RFTA will be reimbursed by Garfield County for its documented expenses connected with providing the Traveler transportation service in 2024, up to \$606,445. The City of Glenwood Springs will also contribute \$30,000 to RFTA to defray costs related to the ADA Complementary Paratransit Service that it receives from the Traveler. In addition to these amounts, RFTA is contributing approximately \$180,981 towards the Traveler’s expenses in 2024 to defray the prorated cost allocated to its members (Glenwood Springs, Carbondale, and New Castle) by the County’s cost allocation methodology. However, RFTA anticipates receiving a \$40,000 administrative fee payment for providing the service that will reduce its net contribution to the Traveler to approximately \$140,981.
Attachments:	Yes, please click on this link: “ 2024 IGA for Garfield County Senior Programs-Traveler Services.pdf ,” or see “2024 IGA for Garfield County Senior Programs-Traveler Services.pdf,” included in the December 2023 RFTA Board Meeting Portfolio.pdf attached to e-mail transmitting the RFTA Board Agenda packet.

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

Meeting Date:	December 14, 2023
Subject:	7-Party Memorandum of Understanding (MOU) Regarding Garfield County Senior Programs for 2024
Strategic Outcome:	Accessibility & Mobility
Strategic Objective:	2.5: Ensure accessibility for youth, low income, seniors, and disabled populations
Presented By:	Dan Blankenship, Chief Executive Officer
Recommendation:	Please approve the 7-Party MOU and authorize the Chair to execute it.
Executive Summary:	<ol style="list-style-type: none"> 1. The provision of Garfield County Senior Programs, including congregate meal/nutrition services and Traveler transportation services is a cooperative effort involving 7 governmental entities as follows: Garfield County, City of Rifle, Town of Carbondale, City of Glenwood Springs, Town of New Castle, Town of Silt, and RFTA. 2. The parties set forth the terms and conditions of their cooperative provision, administration, and funding of the Senior Programs for senior citizens in Garfield County pursuant to a 7-Party MOU, which explains who is responsible for various aspects of Senior Programs. RFTA is designated the provider of the Traveler transportation services, which it provides pursuant to a separate IGA with Garfield County (see Agenda Item 5. A., above). 3. Each year, the actual financial contributions of the 7-Party IGA participants, which help to support the Senior Programs, are established by the terms of the 7-Party MOU. The MOU sets forth the level of services to be provided in each community and the methodology for determining the financial contributions of the 7-Party MOU’s participants. 4. Staff recommends that the RFTA Board of Directors approve the 7-Party Memorandum of Understanding (MOU) Regarding Garfield County Senior Programs for 2024 and authorize the RFTA Chair to execute it.
Policy Implications:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	The total estimated budget for the Traveler in 2024 is \$817,426. RFTA will be reimbursed by Garfield County for its documented expenses connected with providing the Traveler transportation service in 2024, up to \$606,445. The City of Glenwood Springs will also contribute \$30,000 to RFTA to defray costs related to the ADA Complementary Paratransit Service that it receives from the Traveler. In addition to these amounts, RFTA is contributing approximately \$180,981 towards the Traveler’s expenses in 2024 to defray the prorated cost allocated to its members (Glenwood Springs, Carbondale, and New Castle) by the County’s cost allocation methodology. However, RFTA anticipates receiving a \$40,000 administrative fee payment for providing the service that will reduce its net contribution to the Traveler to approximately \$140,981.

Attachments:

Yes, please click on this link: "[2024 Garfield County Senior Programs - Traveler - 7-Party MOU.pdf](#)," or see "2024 Garfield County Senior Programs - Traveler - 7-Party MOU.pdf," included in the December 2023 RFTA Board Meeting Portfolio.pdf attached to e-mail transmitting RFTA Board Agenda packet.

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

Meeting Date:	December 14, 2023
Subject:	EPS Preliminary Housing Program Project Findings Update
Strategic Outcome:	3.0 Sustainable Workforce
Strategic Objective:	3.3 Provide comfortable and affordable short-term and long-term housing solutions
Presented By:	Brian Duffany, President, Economic & Planning Systems (EPS) Rachel Shindman, Vice President, Economic & Planning Systems (EPS) Sushma Pramod, Associate, Economic & Planning Systems (EPS) Kurt Ravenschlag, COO
Staff Recommends:	Update on preliminary findings of housing study.
Executive Summary:	In May 2023, RFTA, in collaboration with its contractor Economic & Planning Systems (EPS), initiated a comprehensive study of its employee housing program. EPS has analyzed housing data, and will provide a presentation of employee survey results, and feedback from employee focus groups.
Background/ Discussion:	Informational update and Board feedback
Governance Policy:	1.3 – Sustainable Workforce: RFTA will ensure organizational sustainability by enhancing its ability to continue to recruit and retain an engaged, well-trained, resilient professional workforce.
Fiscal Implications:	Not at this time
Attachments:	Yes, please click on link: “ RFTA Board Employee Housing Strategy Update 12.14.2023.pdf ,” or see, “RFTA Board Employee Housing Strategy Update 12.14.2023.pdf,” included in the December 2023 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet.

**RFTA BOARD OF DIRECTORS MEETING
PUBLIC HEARING AGENDA SUMMARY ITEM # 7. A and # 7. B.**

Meeting Date:	December 14, 2023
Subject:	Resolution #2023-16: Adoption of 2024 RFTA Budget Resolution #2023-17: Appropriating Sums of Money for the 2024 Budget Year
Strategic Outcome:	Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting 4.2 Develop a capital planning prioritization process
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
Recommendation:	Adopt Resolutions 2023-16 & 2023-17 Schedule a date and time for a brief virtual special RFTA Board public meeting between January 3 rd and 10 th to adopt a resolution to certify and levy RFTA's 2.65 mills for the 2024 budget year.
Core Issues:	<p>At the August 2023 Board meeting, staff presented the 2024 budget initiatives, assumptions and issues. Based on these approved budget initiatives and assumptions, staff prepared and presented to the Board three drafts of the 2024 budget between September and November, fine-tuning each one as new information became available. Since the draft budget presented in November, staff has finalized its estimates of revenue and expenditures based on updated information available over the past month.</p> <p>The 2024 Budget will be presented in the following order:</p> <ol style="list-style-type: none"> 1. Highlights 2. Consolidated Financial Overview 3. Revenues 4. Expenditures 5. Fund Balance <p>Staff recommends the Board to approve the 2024 budget by adopting Resolutions 2023-16 and 2023-17.</p> <p>At the same meeting following adoption of the budget and appropriations resolutions, the Board normally adopts a resolution certifying and levying RFTA's property tax of 2.65 mills for the budget year. Because of the shift in the 2023 assessment calendar due to the passage of SB-23B-001, a brief special RFTA Board public meeting is required between January 3rd and 10th to adopt a resolution to certify and levy RFTA's 2.65 mills for the 2024 budget year (2023 tax year for 2024 collections).</p>
Background:	At the August 2023 Board meeting, staff presented the 2024 budget initiatives, assumptions and issues. The 1 st draft of the 2024 budget was presented at the September 2023 board meeting. The 2 nd draft of the 2024 budget was presented at the October 2023 board meeting. The 3 rd draft of the 2024 budget was presented at the November 2023 board meeting.

	<p>The passage of SB-23B-001 in the 2023 Extraordinary Session has shifted the 2023 assessment calendar as shown below. The new deadline for final certifications of valuations from County Assessors is January 3rd. The new deadline for the RFTA Board’s mill levy certification is January 10th. Therefore, a Special RFTA Board Meeting and Public Hearing will be needed sometime between January 3 and January 10, 2024, in order to certify the final mill levies.</p> <p><i>In order to conduct the Special Meeting ahead of the January 10th deadline, staff recommends that the RFTA Board set a date and time in January for RFTA to certify the final mill levies. Staff also recommends that the Special Meeting be conducted by means of a WebEx teleconference.</i></p> <table border="1" data-bbox="431 537 1458 835"> <thead> <tr> <th>Calendar Task</th> <th>Normal Date</th> <th>Property Tax Year 2023 Date</th> </tr> </thead> <tbody> <tr> <td>Final certification</td> <td>December 10th, 2023</td> <td>January 3rd, 2024</td> </tr> <tr> <td>Local Government & School Board mill levy certification</td> <td>December 15th, 2023</td> <td>January 10th, 2024</td> </tr> <tr> <td>BOCC Certification of Levies</td> <td>December 22nd, 2023</td> <td>January 17th, 2024</td> </tr> <tr> <td>Delivery of the Tax Warrant</td> <td>January 10th, 2024</td> <td>January 24th, 2024</td> </tr> <tr> <td>Reporting Senior and Veteran Exemption Data</td> <td>January 10th, 2024</td> <td>January 24th, 2024</td> </tr> </tbody> </table> <p>For property tax year 2023, SB23B-001 lowers the residential assessment rate for all residential property from 6.765% to 6.7% and the residential property actual value adjustment has been increased from \$15,000 to \$55,000.</p>	Calendar Task	Normal Date	Property Tax Year 2023 Date	Final certification	December 10 th , 2023	January 3 rd , 2024	Local Government & School Board mill levy certification	December 15 th , 2023	January 10 th , 2024	BOCC Certification of Levies	December 22 nd , 2023	January 17 th , 2024	Delivery of the Tax Warrant	January 10 th , 2024	January 24 th , 2024	Reporting Senior and Veteran Exemption Data	January 10 th , 2024	January 24 th , 2024
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Reporting Senior and Veteran Exemption Data	January 10 th , 2024	January 24 th , 2024																	
Policy Implications:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”																		
Fiscal Implications:	Inaccurate estimates of revenues and budgeted expenditures could result in the unanticipated use of fund balance in order to achieve the Authority’s goals and objectives.																		
Attachments:	<p>Yes, please see Resolutions 2023-16 & 2023-17, attached below.</p> <p>Also, please click on link for the: “2024 RFTA Budget Presentation 12-14-2023.pdf,” and “2024 RFTA Budget Book Combined File 12.14.2023.pdf” or see, “2024 RFTA Budget Presentation 12-14-2023.pdf,” and “2024 RFTA Budget Book Combined File 12.14.2023.pdf” included in the December 2023 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet.</p> <p>There is also a new web-based version of the budget that can be viewed by clicking on this link: RFTA Fiscal Year 2024 Budget Book</p>																		

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2023-16**

**A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND
ADOPTING A BUDGET FOR THE ROARING FORK TRANSPORTATION AUTHORITY FOR THE
CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2024, AND ENDING ON THE LAST
DAY OF DECEMBER, 2024**

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

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

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

WHEREAS, C.R.S. 29-1-103, as amended, requires the RFTA Board of Directors (the “Board”), to adopt a budget setting forth the expenditures of the various Authority funds for fiscal year 2023, beginning January 1, 2024 and ending December 31, 2024; and

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

WHEREAS, the Chief Financial and Administrative Officer of RFTA, submitted a proposed budget to the Board of Directors for its consideration on December 14, 2023; and

WHEREAS, public hearings on the proposed 2024 budget for RFTA were held December 14, 2023; and

WHEREAS, pursuant to public notice duly published in accordance with C.R.S. 29-1-106, as amended, the proposed 2024 budget for the Authority has continuously been open for public inspection; public hearings were held on December 14, 2023, before the Board to consider the adoption of the subject 2024 proposed budget; and interested taxpayers were and have continuously been given the opportunity to file or register any objections to the subject proposed 2024 budget; and

WHEREAS, the Board has made appropriations within the 2024 budget for the Authority for expenditures in an amount equal to or less than the total available revenues and beginning fund balances set forth within the subject proposed 2024 budget; and

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

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

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

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

THAT, the budget for the calendar year beginning on the first day of January 2024 and ending on the last day of December 2024 as submitted, amended, and summarized by fund below, is hereby approved and adopted as the 2024 Budget of the Roaring Fork Transportation Authority, and be a part of the public records of the Roaring Fork Transportation Authority.

Fund	Revenue Type	Budget
GENERAL FUND		
	Sales tax	\$ 40,598,000
	Property tax	\$ 18,296,000
	Grant	\$ 1,437,728
	Fares	\$ 4,794,360
	Other govt contributions	\$ 1,181,970
	Other income	\$ 3,802,860
	Other financing source:	
	Capital Lease Proceeds	<u>\$15,859,890</u>
	Total revenue	\$ 85,970,808
 SPECIAL REVENUE FUND - SERVICE CONTRACTS		
	Service contract revenue	\$17,218,934
	Grant revenue	\$ 30,000
	Other financing source:	
	Transfer in from General Fund	<u>\$ 180,980</u>
	Total revenue & other financing sources	\$17,429,914
 SPECIAL REVENUE FUND - BUS STOPS AND PNR		
	Other income	\$ 525,000
	Other financing source:	
	Transfer in from General Fund	<u>\$ 1,324,007</u>
	Total revenue & other financing sources	\$ 1,849,007
 SPECIAL REVENUE FUND - MID VALLEY TRAILS		
	Sales tax	<u>\$120,000</u>
	Total revenue	\$120,000
 DEBT SERVICE FUND - SERIES 2012A		
	Other income	\$94,180
	Other financing source:	
	Transfer in from General Fund	<u>\$390,070</u>
	Total revenue & other financing sources	\$484,250

DEBT SERVICE FUND - SERIES 2013B

Other income	\$24,432
Other financing source:	
Transfer in from General Fund	<u>\$90,536</u>
Total revenue & other financing sources	\$114,968

DEBT SERVICE FUND - SERIES 2019

Other financing source:	
Transfer in from General Fund	<u>\$2,113,400</u>
Total revenue & other financing sources	\$2,113,400

DEBT SERVICE FUND - SERIES 2021

Other financing source:	
Transfer in from General Fund	<u>\$1,681,000</u>
Total revenue & other financing sources	\$1,681,000

TOTAL OF ALL FUNDS \$109,763,347

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

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

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

THAT, the adopted 2024 budget made as set forth in this Resolution is to be read as one comprehensive and integrated document.

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

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

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

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

INTRODUCED, READ AND PASSED, by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 14th day of December, 2023.

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

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

I, the Secretary of the Board of Directors (the “Board”) of the Roaring Fork Transportation Authority (the “Authority”) do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on December 14, 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 14th day of December, 2023.

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

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2023-17**

**A RESOLUTION APPROPRIATING SUMS OF MONEY IN THE AMOUNT AND FOR THE PURPOSE AS
SET FORTH BELOW, FOR THE ROARING FORK TRANSPORTATION AUTHORITY FOR THE 2024
BUDGET YEAR**

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

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

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

WHEREAS, C.R.S. 29-1-103, as amended, requires the RFTA Board of Directors (the “Board”), to adopt a budget setting forth the expenditures of the various Authority funds for fiscal year 2024, beginning January 1, 2024, and ending December 31, 2024; and

WHEREAS, public hearings on the proposed 2024 budget for the Authority were held December 14, 2023; and

WHEREAS, pursuant to public notice duly published in accordance with C.R.S. 29-1-106, as amended, the proposed 2024 budget for the Authority has continuously been open for public inspection from; public hearings were held on December 14, 2023, before the Board to consider the adoption of the subject 2024 proposed budget; and interested taxpayers were and have continuously been given the opportunity to file or register any objections to the subject proposed 2024 budget; and

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

WHEREAS, the Board of Directors of the Roaring Fork Transportation Authority (“RFTA” or “Authority”) adopted the annual budget in accordance with the Local Government Budget Law, on December 14, 2023; and

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

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

WHEREAS, C.R.S. 29-1-108, requires the Board to enact a resolution making appropriations for fiscal year 2024 in accordance with the adopted 2024 budget for the Authority; and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Roaring Fork Transportation Authority that the 2024 Budget as summarized herein.

THAT, the sums stated in the 2024 Budget as submitted are hereby appropriated for the purposes stated herein and summarized below:

Fund	Expenditure Type	Budget
GENERAL FUND		
	Fuel	\$ 2,406,678
	Transit	\$ 44,905,941
	Trails and Corridor Mgmt	\$ 1,263,978
	Capital	\$ 25,551,953
	Debt Service	\$ 1,882,484
	Other financing use:	
	Transfer to Series 2012A DSF	\$ 390,070
	Transfer to Series 2013B DSF	\$ 90,536
	Transfer to Series 2019 DSF	\$ 2,113,400
	Transfer to Series 2021 DSF	\$ 1,681,000
	Transfer to Bus Stops/PNR SRF	\$ 1,324,007
	Transfer to Service Contracts SRF-Traveler	\$ 180,980
	Total expenditures & other financing uses	\$ 81,791,027
SPECIAL REVENUE FUND - SERVICE CONTRACTS		
	Fuel	\$ 887,164
	Operating	\$ 15,404,570
	Capital	\$ 1,138,180
	Total	\$ 17,429,914
SPECIAL REVENUE FUND - BUS STOPS AND PNR		
	Transit	\$ 1,946,211
SPECIAL REVENUE FUND - MID VALLEY TRAILS		
	Trails	\$ 141,200
DEBT SERVICE FUND - SERIES 2012A		
	Debt Service	\$ 484,250
DEBT SERVICE FUND - SERIES 2013B		
	Debt service	\$ 114,968
DEBT SERVICE FUND - SERIES 2019		
	Debt service	\$ 2,113,400
DEBT SERVICE FUND - SERIES 2021		
	Debt service	\$ 1,681,000
TOTAL OF ALL FUNDS		\$ 105,701,970

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

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

THAT, the 2024 appropriations made as set forth in this Resolution are to be read as one comprehensive and integrated document. In no event shall a Authority fund expend or contract to expend any money; or incur any liability; or enter into any contract which, by its terms, involves the expenditure of money for any purpose for which provision is made in the Resolution, associated working documents and the related public budget meetings/hearings, which is in excess of the amounts appropriated in this Resolution for such fund and/or purpose; nor which involves the expenditure of money inconsistent with the purposes, functions, restrictions, clarifications and/or specified monetary amounts as detailed and set forth within this Resolution, associated working documents and the related public budget meetings/hearings; nor which involves the expenditure of money for any purposes which is not identified within the aforementioned; unless prior to such expenditure the fund of the Authority has presented the same to the Board and the Board duly approves such expenditure in accordance with applicable law.

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

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

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

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

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INTRODUCED, READ AND PASSED, by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 14th day of December, 2023.

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

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

I, the Secretary of the Board of Directors (the “Board”) of the Roaring Fork Transportation Authority (the “Authority”) do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on December 14, 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 14th day of December, 2023.

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

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

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: December 14, 2023

Garfield County Transportation Improvement Subcommittee (GCTIS):

Nathan Lindquist, CDOT Land Use Planner/Analyst, continues to working to develop a plan and structure for future GCTIS Roundtable meetings. Mr. Lindquist is making progress in securing commitments from Garfield County communities that are willing to support this effort by submitting, receiving, and administering grants, scheduling and Chairing meetings, distributing meeting agendas and preparing Minutes of meetings. Hopefully, Mr. Lindquist will be able to provide an update with more specifics for the January 2024 Board meeting.

2024 Regional Bikeshare Memorandum of Understanding (MOU) Update:

Earlier this year in June, member jurisdictions from Glenwood Springs to Aspen received a preliminary 2024 Bikeshare budget. Since June, WE-cycle has been working with each jurisdiction to plan 2024 service, which has informed the development of the 2024 Scope of Work and budget.

Based on the outcomes of these planning meetings between WE-cycle and each local jurisdiction, WE-cycle and RFTA have developed the following documents, which were briefly discussed in the Planning Department update provided in the October 2024 Board Agenda packet and also distributed to each jurisdiction for review:

- The final proposed ‘2024 Regional Bikeshare Services Annual Scope of Work’ (**Exhibit 1B** in the 2023 – 2028 Regional Bikeshare Services MOU); and,
- The final proposed ‘2024 Regional Bikeshare Cost-Sharing Methodology’ (**Exhibit 2** in the ‘2023 – 2028 Regional Bikeshare Services MOU’).

Please find the above documents [here](#). Overall, there have been no changes to the budgets of RFTA and the participating jurisdictions in the final 2024 RFTA budget compared to the 3rd draft of the 2024 budget presented at the November Board meeting.

As a reminder, based on experience gained during the first year of implementation of the MOU, WE-cycle and RFTA have incorporated several policies into the Annual Scope of Work (**Exhibit 1B**) to guide future implementation of the MOU in a transparent and consistent fashion. These policies do not change the spirit, intent or any other provision found in the MOU and are intended to clarify details that were not otherwise thoroughly explained. These recommended policy clarifications have remained unchanged since they were referenced in the Planning Department update and contained in the documents distributed to participating jurisdictions in October.

As to the next steps, in accordance with the 2023 – 2028 Regional Bikeshare Services MOU, **Exhibit 1B** and **Exhibit 2** are required to be accepted annually by each signatory to the MOU after the RFTA Board approves the annual budget in December. Acceptance of these exhibits is expected to be at the staff level and a form for staff signature along with the final **Exhibits 1B** and **2** will be distributed to the appropriate jurisdiction staff following approval of the RFTA 2024 budget on December 14.

Ridership: Through **October 2023**, RFTA’s year-to-date system-wide ridership was **4,076,144** up **16.2%** compared to **3,509,076** passengers through **October 2022**.

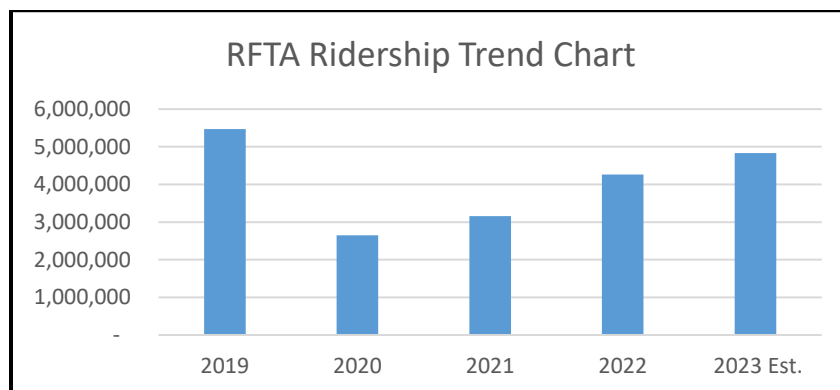
The chart below compares year-to-date **October 2023** ridership with year-to-date **October 2019** pre-pandemic ridership. Overall, year-to-date system-wide ridership through **October 2023** was down **12%** compared to year-to-date system-wide ridership through **October 2019**. City of Aspen ridership was down **33%**, Valley ridership was down **5%**, Hogback ridership was up **74%**, and Other ridership was down **6%** compared with year-to-date **October 2019**.

Total Ridership YTD Comparison: 2019 vs. 2023			
Service	YTD Oct. 2019	YTD Oct. 2023	% Vari YTD 2023 to YTD 2019
Aspen	1,234,956	822,228	-33%
Valley	2,324,857	2,200,561	-5%
Hogback	85,811	149,445	74%
Other	964,510	903,910	-6%
Total	4,610,134	4,076,144	-12%

When looking only at the month of **October 2023** ridership compared to **October 2019** (pre-pandemic), system-wide ridership was down **6%**, and City of Aspen ridership was down **34%**, Valley ridership was **down 14%**, Hogback ridership was up **107%**, and Other ridership, which includes Ride Glenwood, Maroon Bells, and Aspen Skiing Company, was up **66%** (see chart below).

Ridership Comparison: Oct. 2019 vs. Oct. 2023			
Service	Oct-19	Oct-23	% Vari Oct. 2023 to Oct. 2019
Aspen	64,697	42,470	-34%
Valley	189,420	162,402	-14%
Hogback	7,618	15,785	107%
Other	33,253	55,211	66%
Total	294,988	275,868	-6%

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



Response to Public Comment at November 9, 2024 RFTA Board Meeting:

As indicated in the Minutes of the November 9 meeting, during Public Comment, Sam Gimmas requested that RFTA explore the possibility of creating a bicycle transit lane for e-bikes in the railroad corridor with a speed limit of 30 mph. Although not included in planned Strategic Initiatives for 2024, staff believes that in the future a Corridor Master Plan should be undertaken that could study the feasibility of Mr. Gimmas’ concept in the context of other potential uses of the corridor, priorities, and available resources.

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’s scheduled service. For example, a 100% readiness means RFTA has the exact number of bus operators to cover the scheduled service. However, 100% readiness does not account for vacations, sick absences, FMLA or other reasons an employee might be away from work. 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: Currently at 107%. Projected to be at 116% by mid-December.

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: December 2023
<ul style="list-style-type: none"> 2021 and 2022 Budget included funding to purchase 19 replacement clean diesel, low floor buses. This budget was appropriated in the 2022 Annual Budget appropriation. 	<ul style="list-style-type: none"> 9 of 9 Clean Diesel buses delivered May 2023. <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. We currently have 4 buses fixed and back in service. 10 of 10 CNG buses delivered.

E2 - Bike Share Expansion

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

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

2023 Budget: \$2,803,850	Last Updated: December 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. We currently have 4 buses fixed and back in service.

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: December 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 occurred 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: December 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 installedIndoor concrete slab has been pouredUtilities being hooked upVideo 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 and currently at 30%

S10 - Replacement Housing

2022 Budget: \$50,000	Last Updated: December 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 housing update to be provided to Board at December Board meeting. EPS background research and stakeholder interviews conducted. Phase 1 of Study to be complete with Board Presentation at December Board meeting.

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

None at this time.

Finance Department Update, December 2023 – Michael Yang, CFAO

2023 Actuals/Budget Comparison (October YTD)

2023 Budget Year	October YTD			
General Fund	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales and Use tax (1)	\$ 28,152,699	\$ 27,024,892	4.2%	\$ 38,813,900
Property Tax	\$ 12,186,894	\$ 11,843,939	2.9%	\$ 11,843,939
Grants	\$ 21,498,338	\$ 21,498,338	0.0%	\$ 54,862,431
Fares (2)	\$ 3,924,661	\$ 3,187,632	23.1%	\$ 4,243,700
Other govt contributions	\$ 2,475,041	\$ 2,473,719	0.1%	\$ 2,833,143
Other income (3)	\$ 4,793,193	\$ 3,245,712	47.7%	\$ 3,354,600
Total Revenues	\$ 73,030,827	\$ 69,274,232	5.4%	\$ 115,951,713
Expenditures				
Fuel (4)	\$ 1,479,519	\$ 2,601,537	-43.1%	\$ 2,579,765
Transit	\$ 31,023,373	\$ 30,984,891	0.1%	\$ 40,364,761
Trails & Corridor Mgmt	\$ 742,887	\$ 758,884	-2.1%	\$ 944,890
Capital	\$ 30,097,531	\$ 30,000,555	0.3%	\$ 104,749,562
Debt service	\$ 1,130,093	\$ 1,130,093	0.0%	\$ 1,690,849
Total Expenditures	\$ 64,473,403	\$ 65,475,960	-1.5%	\$ 150,329,827
Other Financing Sources/Uses				
Other financing sources	\$ 3,490,485	\$ 3,465,770	0.7%	\$ 3,465,770
Other financing uses	\$ (4,030,524)	\$ (4,030,524)	0.0%	\$ (5,262,554)
Total Other Financing Sources/Uses	\$ (540,039)	\$ (564,754)	-4.4%	\$ (1,796,784)
Change in Fund Balance (5)	\$ 8,017,385	\$ 3,233,518	147.9%	\$ (36,174,898)

- Sales and Use Tax Revenues are received 2 months in arrears (i.e. August sales and use tax revenue is deposited and recorded in October).
- Through October, fare revenue and ridership are increased by 10% and 16%, respectively, compared to the prior year. The average sale per transaction was approximately \$19.84 in October 2022 compared to \$6.47 in October 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 October 2022/2023 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 10/2022	YTD 10/2023	Increase/ (Decrease)	% Change
Regional Fares	\$ 2,283,050	\$ 2,582,830	\$ 299,780	13%
Maroon Bells	\$ 1,223,314	\$ 1,287,751	\$ 64,437	5%
Total Fare Revenue	\$ 3,506,364	\$ 3,870,581	\$ 364,217	10%
Ridership on RFTA Regional Services*:				
	YTD 10/2022	YTD 10/2023	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	671,661	751,430	79,769	12%
BRT	719,308	859,793	140,485	20%
SM-DV	37,717	53,493	15,776	42%
Grand Hogback	117,252	149,445	32,193	27%
Maroon Bells	207,101	215,176	8,075	4%
Total Ridership on RFTA Fare Services	1,753,039	2,029,337	276,298	16%
Avg. Fare/Ride	\$ 1.48	\$ 1.42	\$ (0.05)	-4%
Avg. Fare/Ride MB	\$ 5.91	\$ 5.98	\$ 0.08	1%

- (3) Through October, 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 October YTD				Hours October YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	3,069,101	3,353,301	(284,200)	-8.5%	141,669	152,048	(10,380)	-6.8%
City of Aspen	476,455	484,410	(7,955)	-1.6%	55,294	55,093	200	0.4%
Aspen Skiing Company	214,653	217,657	(3,004)	-1.4%	15,329	16,045	(717)	-4.5%
Ride Glenwood Springs	93,744	98,019	(4,275)	-4.4%	8,341	8,263	78	0.9%
Grand Hogback	350,140	357,016	(6,876)	-1.9%	15,960	16,944	(984)	-5.8%
Specials/Charters	4,096	8,615	(4,519)	-52.5%	574	506	68	13.4%
Senior Van	7,036	7,781	(745)	-9.6%	1,170	1,205	(34)	-2.9%
MAA Burlingame	12,315	12,672	(357)	-2.8%	1,117	1,138	(21)	-1.8%
Maroon Bells	88,622	90,349	(1,727)	-1.9%	6,811	7,034	(223)	-3.2%
Subtotal - Transit Service	4,316,162	4,629,820	(313,658)	-6.8%	246,264	258,277	(12,012)	-4.7%
Training & Other	14,833	28,550	(13,717)	-48.0%	22,297	24,419	(2,122)	-8.7%
Total Transit Service, Training & Other	4,330,995	4,658,370	(327,375)	-7.0%	268,561	282,696	(14,135)	-5.0%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report				
Service	Oct-22 YTD	Oct-23 YTD	# Variance	% Variance
City of Aspen	733,054	822,228	89,174	12.16%
RF Valley Commuter	1,908,474	2,200,561	292,087	15.30%
Grand Hogback	117,252	149,445	32,193	27.46%
Aspen Skiing Company	338,431	435,626	97,195	28.72%
Ride Glenwood Springs	156,104	207,812	51,708	33.12%
X-games/Charter	17,770	14,022	(3,748)	-21.09%
MAA Burlingame	30,090	29,771	(319)	-1.06%
Maroon Bells	207,101	215,176	8,075	3.90%
Senior Van	800	1,503	703	87.88%
Total	3,509,076	4,076,144	567,068	16.16%
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	671,661	751,430	79,769	11.88%
BRT	719,308	859,793	140,485	19.53%
Total	1,390,969	1,611,223	220,254	15.83%

2024 RFTA Annual Budget – Updated Schedule

Date	Activity	Status																		
8/10/2023	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	Completed																		
9/14/2023	Presentation/Direction/Action: 1 st draft budget presentation	Completed																		
10/12/2023	Presentation/Direction/Action: 2 nd draft budget presentation	Completed																		
11/9/2023	Presentation/Direction/Action: 3 rd draft budget presentation	Completed																		
12/14/2023	Public Hearing (REVISED): <ul style="list-style-type: none"> Final budget presentation and adoption 	On Schedule																		
1/3/2024-1/10/2024	<p>Public Hearing (NEW):</p> <ul style="list-style-type: none"> Review and approve the final certifications of valuations from the Eagle, Garfield, and Pitkin County Assessors <p><i>With the passage of SB-23B-001 in the 2023 Extraordinary Session, the deadline for final certifications of valuations from County Assessors is delayed from December 10th to January 3rd. The deadline for the RFTA Board's mill levy certification is also delayed from December 15th to January 10th. Therefore, a special public meeting will be needed sometime between January 3 and January 10, 2024, in order to certify the final mill levies.</i></p> <p><i>The revised calendar is below:</i></p> <table border="1"> <thead> <tr> <th>Calendar Task</th> <th>Normal Date</th> <th>Property Tax Year 2023 Date</th> </tr> </thead> <tbody> <tr> <td>Final certification</td> <td>December 10th, 2023</td> <td>January 3rd, 2024</td> </tr> <tr> <td>Local Government & School Board mill levy certification</td> <td>December 15th, 2023</td> <td>January 10th, 2024</td> </tr> <tr> <td>BOCC Certification of Levies</td> <td>December 22nd, 2023</td> <td>January 17th, 2024</td> </tr> <tr> <td>Delivery of the Tax Warrant</td> <td>January 10th, 2024</td> <td>January 24th, 2024</td> </tr> <tr> <td>Reporting Senior and Veteran Exemption Data</td> <td>January 10th, 2024</td> <td>January 24th, 2024</td> </tr> </tbody> </table> <p><i>The changes with SB23B-001 includes lowering the residential assessment rate for both multi-family residential property and all other residential property rate from 6.765% to 6.7% and the residential property actual value adjustment has increased from \$15,000 to \$55,000 for property tax year 2023</i></p>	Calendar Task	Normal Date	Property Tax Year 2023 Date	Final certification	December 10 th , 2023	January 3 rd , 2024	Local Government & School Board mill levy certification	December 15 th , 2023	January 10 th , 2024	BOCC Certification of Levies	December 22 nd , 2023	January 17 th , 2024	Delivery of the Tax Warrant	January 10 th , 2024	January 24 th , 2024	Reporting Senior and Veteran Exemption Data	January 10 th , 2024	January 24 th , 2024	To be determined
Calendar Task	Normal Date	Property Tax Year 2023 Date																		
Final certification	December 10 th , 2023	January 3 rd , 2024																		
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2024 RFTA Annual Budget – Preliminary Schedule

Date	Activity	Status
8/10/2023	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	Completed
9/14/2023	Presentation/Direction/Action: 1 st draft budget presentation	Completed
10/12/2023	Presentation/Direction/Action: 2 nd draft budget presentation	Completed

11/9/2023	Presentation/Direction/Action: 3 rd draft budget presentation	<i>On schedule</i>
12/14/2023	Public Hearing: Final budget presentation and adoption	<i>On Schedule</i>
12/15/2023- 1/10/2024	<p>The passage of SB-23B-001 in the 2023 Extraordinary Session has shifted the 2023 assessment calendar as shown below. The new deadline for final certifications of valuations from County Assessors is January 3rd. The new deadline for the RFTA Board's mill levy certification is January 10th. Therefore, a Special RFTA Board Meeting and Public Hearing will be needed sometime between January 3 and January 10, 2024, in order to certify the final mill levies.</p> <p><i>Staff recommends that the RFTA Board set a date and time in January, ahead of the January 10th deadline for RFTA to certify the final mill levies, in order to conduct the Special Meeting, which staff recommends be conducted by means of a WebEx teleconference.</i></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 **March 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. **Have not received a response from property owner, Rail Attorneys will follow up with property owner.**
 - Trash Enclosure Encroachment- Ongoing Violation, Rail Attorneys sent letter stating they have two years to remove encroachment. **Property owners have been in contact with Rail Attorneys and have started relocation, project may not be completed until Spring 2024 due to weather.**
 - 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. **Leaving in place for this year, Staff is working with Nordic Track on agreement for future use.**
 - Livestock Fencing- New Violation, Letter was sent to property owner to remove fence from Right-of-Way. **Staff needs to confirm fence has been removed.**
 - Utility Installation- New Violation, Staff is working with Pitkin County Open Space on License agreement as approved by CEC Board. **Draft license was sent to Pitkin County 11/16/2023.**
- 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. **Final as-builts received and approved for five out of seven locations.**
- 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 ongoing.**
 - 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. **Received as-builts and Farnsworth comments, sent back to applicant for revision.**
 - 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.
 - **Damage to Corridor- A utility company completed unauthorized work in the corridor near Cattle Creek and damaged the new shoulder, as well as leaving mud on the trail. Staff has identified the utility company responsible for the damage. The utility company is working on a remediation plan with staff.**
- **Recreational Trails Plan (RTP)** – The Planning Department is working with regional stakeholders to update the 2005 Recreational Trails Plan (RTP). Following unanimous RFTA Board adoption of the Access Control Plan (ACP) in early 2023, the RTP is the second component plan of the larger Corridor Comprehensive Plan that guides management of the entire Rio Grande Trail from Glenwood Springs to Woody Creek. (ongoing)
- **Rail Salvage Project** – Staff has been tasked with developing a statement of work for, and removal of all rail between 8th Street and 23rd Street in Glenwood Springs in 2023. The 27th Street underpass project will begin spring 2023. Rail salvage will move to 2024/2025. (ongoing)
- **Roaring Fork Bridge Rehabilitation Project** – This repair project is in the design process. Staff anticipates the repair design and engineer's estimate will be complete in December, 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. Unfortunately, RFTA was not awarded TAP funds to help cover the cost of the repairs.



- 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 installed 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 construction/repairs are planned for 2024.
 - 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.
 - 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 held on October 27.
 - Completed a Scope of Work for 2024 asphalt repair/replacement project, project included in the Strategic Initiatives. This project has been approved for 2024.

RFTA BOARD OF DIRECTORS
“CONSENT” AGENDA ITEM SUMMARY # 5. C.

Meeting Date:	December 14, 2023
Subject:	2024 Intergovernmental Agreement for Transit Services in Unincorporated Garfield County and to Non-Member Municipalities.
Strategic Outcome:	Accessibility and Mobility
Strategic Objective:	2.3 Increase alternative mode splits throughout the region
Presented By:	Dan Blankenship, Chief Executive Officer
Staff Recommends:	Authorize the Board Chair to Execute the IGA
Executive Summary:	<ol style="list-style-type: none"> 1. In December 2009, the RFTA Board approved the IGA for Transit Services (the Hogback agreement). The agreement committed Garfield County to providing up to \$614,000 in operating assistance to RFTA for the Grand Hogback bus service in 2010. 2. In 2011, Garfield County amended the IGA by adding a paragraph that would allow its \$650,000 contribution to the Grand Hogback bus service (and its contributions in subsequent years) to be approved by means of an Intergovernmental Agreement Renewal or Change Order Letter instead of amending the IGA every year. 3. For 2017, Garfield County crafted a new IGA, which incorporated most of the provisions included in the original 2010 IGA, but which updated the language and eliminated some of the unnecessary provisions. 4. For 2019, the County increased its contribution to \$760,240, which was 4% over the \$731,000 amount provided in 2018. 5. Initially in 2020, the County approved \$760,240 for the Hogback bus service, however, due to COVID-19, the Hogback bus service levels were lower than originally planned and the revised estimate of the County’s share in 2020 was \$666,921. However, because the County’s grant for the Hogback bus service in 2021 was anticipated to be \$500,000 (due to the County’s severe budgetary constraints in 2021) and the estimated cost was \$633,706, the BOCC agreed to approve the full \$760,240 grant amount in 2020 and allow RFTA to apply the \$93,319 difference (760,240 - \$666,921) to help offset the 2021 short fall of \$133,706 (\$633,706 – \$500,000). In 2022, the County awarded RFTA \$500,000 for the Grand Hogback bus service and increased its contribution to \$550,000 in 2023. 6. For 2024, Garfield County plans to increase its contribution for Grand Hogback commuter bus service to \$605,000. 7. Staff is seeking the Board’s authorization for the RFTA Board Chair to execute the IGA, which will formalize Garfield County’s \$605,000 contribution in 2024 for the Grand Hogback bus service. The IGA, which is similar to those in previous years, will be reviewed and approved as to form by the RFTA General Counsel.

Background/Discussion:	See Core Issues
Governance Policy:	Board Job Products Policy 2.4.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	Garfield County has budgeted \$605,000 for the Hogback bus service in 2024. RFTA relies on this funding to help support the Hogback bus service.
Attachments:	Yes, please click on this link: “ 2024 IGA for Transit Services in Unincorporated Garfield County and to Non-Member Municipalities.pdf ,” or see “2024 IGA for Transit Services in Unincorporated Garfield County and to Non-Member Municipalities.pdf,” included as an attachment prior to the December Board meeting..