

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

**TIME:** 8:30 a.m. – 12:00 p.m., Thursday, May 12, 2016

**New Location: City Hall, 101 W. 8<sup>th</sup> Street, Glenwood Springs, CO 81601**

*(This Agenda may change before the meeting.)*

	Agenda Item	Policy	Purpose	Est. Time
1	<b>Call to Order / Roll Call:</b>		<b>Quorum</b>	<b>8:30 a.m.</b>
2	<b>Executive Session:</b>			
	A. <b>Three Matters:</b> Paul Taddune, General Counsel: Pursuant to C.R.S. 24-6-402 4(e)(I) Determining positions that may be subject to negotiations; developing strategy for negotiations and instruction negotiators; and 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interests: 1) Glenwood Springs Wye Area; 2) Cole Subdivision; and, pursuant to C.R.S. 24-6-602 (4)(b)(1): Sos Litigation		<b>Executive Session</b>	<b>8:31 a.m.</b>
3	<b>Approval of <u>Minutes</u>:</b> RFTA Board Meeting, April 14, 2016, <b>pg. 3</b>		<b>Approve</b>	<b>9:15 a.m.</b>
4	<b>Public Comment:</b> 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)		<b>Public Input</b>	<b>9:20 a.m.</b>
5	<b>Items Added to Agenda – Board Member Comments:</b>	<b>4.3.3.C</b>	<b>Comments</b>	<b>9:25 a.m.</b>
6	<b>Consent Agenda:</b>			<b>9:30 a.m.</b>
	A. <u>Myers</u> ' 12 –Inch Pipeline Agreement, Mike Hermes, Director of Facilities, Property, and Trails, <b>page 9</b>	<b>2.3.7</b>	<b>Approve</b>	
	B. Sarah <u>Meserve</u> Settlement – Paul Taddune, General Counsel, <b>page 10</b>	<b>4.2.5</b>	<b>Approve</b>	
	C. CEO <u>Salary</u> Increase, Dan Blankenship, CEO, <b>page 11</b>	<b>4.2.5</b>	<b>Approve</b>	
7	<b>Presentations/Action Items:</b>			
	A. <u>Intergovernmental</u> Agreement between the City of Glenwood Springs and The Roaring Fork Transportation Authority to Acquire Easements and Develop Transportation Infrastructure – Dan Blankenship, CEO and Paul Taddune, GC, <b>page 12</b>	<b>2.3.7</b>	<b>Approve</b>	<b>9:35 a.m.</b>
	B. <u>Update</u> Regarding Integrated Transportation System Plan - David Johnson, Director of Planning, <b>page 13</b>	<b>4.1</b>	<b>Discussion/ Direction</b>	<b>10:15 a.m.</b>
8	<b>Public Hearing:</b>			
	A. <u>Resolution</u> 2016-06: 2016 Supplemental Budget Resolution – Dan Blankenship, CEO, <b>page 14</b>	<b>4.2.5</b>	<b>Approve</b>	<b>10:30 a.m.</b>
	B. <u>Potential</u> Maroon Bells Fare Increase- Dan Blankenship, CEO, and Mike Yang, Director of Finance, <b>page 18</b>	<b>4.2.5</b>	<b>Approve</b>	<b>10:35 a.m.</b>
	C. <u>First</u> Reading of Rio Grande Railroad Corridor Access Control Plan Update – Angela Henderson, Assistant Director of Project Management and Facilities Operations, and Dan Blankenship, CEO, <b>page 22</b>	<b>1.1</b>	<b>FYI/ Discussion</b>	<b>11:00 a.m.</b>
	<b>(Agenda is Continued on Next Page)</b>			

	<b>Agenda Item</b>	<b>Policy</b>	<b>Purpose</b>	<b>Est. Time</b>
9	<b>Board Governance Process:</b>			
	A. 2016 RFTA Board of Directors <a href="#">Strategic</a> Retreat Planning – David Johnson, Director of Planning, <b>page 24</b>	<b>4.3.2.A</b>	<b>Agenda Planning</b>	<b>11:35 a.m.</b>
	B. Resolution No. 2016-07: <a href="#">Election</a> of RFTA Board Chair for the Balance of 2016 – Dan Blankenship, CEO, <b>page 25</b>	<b>4.2.2.C</b>	<b>Election</b>	<b>11:40 a.m.</b>
10	<b>Information/Updates:</b>			
	A. <a href="#">CEO</a> Report – Dan Blankenship, CEO, <b>page 27</b>	<b>2.8.6</b>	<b>FYI</b>	<b>11:45 a.m.</b>
11	<b>Issues to be Considered at Next Meeting:</b>			
	To Be Determined at May 14, 2016 Meeting	<b>4.3</b>	<b>Meeting Planning</b>	<b>11:50 a.m.</b>
12	<b>Next Meeting:</b> 8:30 a.m. – 9:00 a.m., June 9, 2016 at Carbondale Library, 320 Sopris Avenue. An abbreviated Board meeting will be directly followed by RFTA Board of Directors' Strategic Retreat	<b>4.3</b>	<b>Meeting Planning</b>	<b>11:55 a.m.</b>
13	<b>Adjournment:</b>		<b>Adjourn</b>	<b>12:00 p.m.</b>

**Mission/Vision Statement:**

*“RFTA pursues excellence and innovation in providing preferred transportation choices that connect and support vibrant communities.”*

**Values Statements:**

- ✓ **Safe** – Safety is RFTA’s highest priority.
- ✓ **Accountable** – RFTA will be financially sustainable and accountable to the public, its users, and its employees.
- ✓ **Affordable** – RFTA will offer affordable and competitive transportation options.
- ✓ **Convenient** – RFTA’s programs and services will be convenient and easy to use.
- ✓ **Dependable** – RFTA will meet the public’s expectations for quality and reliability of services and facilities.
- ✓ **Efficient** – RFTA will be agile and efficient in management, operations and use of resources.
- ✓ **Sustainable** – RFTA will be environmentally responsible.

**ROARING FORK TRANSPORTATION AUTHORITY  
BOARD MEETING MINUTES  
April 14, 2016**

**Board Members Present:**

Stacey Patch Bernot, Chair (Town of Carbondale); Jacque Whitsitt (Town of Basalt); Steve Skadron (City of Aspen); Mike Gamba (City of Glenwood Springs); Jeanne McQueeney (Eagle County).

**Voting Alternates Present:**

George Newman (Pitkin County); Tom Goode (Town of Snowmass Village).

**Non-Voting Alternates Present:**

Kathryn Trauger (City of Glenwood Springs); John Hoffmann (Town of Carbondale).

**Staff Present:**

Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Edna Adeh, Board Secretary; Mike Hermes, Angela Henderson, Amy Burdick, Dina Farnell, Brett Meredith, Nick Senn, Facilities & Trails Department; David Johnson, Planning Department; Mike Yang, Finance Department.

**Visitors Present:**

Collin Szewczyk, Reporter (Aspen Daily News); Scott Condon, Reporter (The Aspen Times); Lynn Rumbaugh, (City of Aspen, Transportation Dept.); Emzy Veazy III, Toni Kronberg, (Citizens); Martha Moran (Forest Service); Gary Tillotson (GWS Fire Dept.).

**Agenda**

**1. Roll Call:**

Stacey Bernot, Chair, declared a quorum to be present (7 member jurisdictions present) and the meeting began at 8:30 a.m.

**2. Executive Session**

**Stacey Bernot read the topics and legal justifications of the scheduled Executive Session prior to the motion to adjourn into Executive Session:**

**A. Three Matters: Paul Taddune, General Counsel:**

Pursuant to C.R.S. 24-6-402 4(e)(l) Determining positions that may be subject to negotiations; developing strategy for negotiations and instruction negotiators; and 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interests:

- 1) Glenwood Springs Wye Area; and
- 2) Cole Subdivision; and
- 3) Pursuant to C.R.S. 24-6-602 (e) and (f) CEO Performance Review

**Jacque Whitsitt moved to adjourn into Executive Session and Mike Gamba seconded the motion and it was unanimously approved. The Board adjourned into Executive Session at 8:31 a.m.**

RFTA staff present at the Executive Session included: Dan Blankenship, Edna Adeh, Paul Taddune, Mike Hermes, and Angela Henderson.

**Jacque Whitsitt moved to adjourn from Executive Session into the regular Board Meeting and Mike Gamba seconded the motion. The motion was unanimously approved.**

**No action was taken during the Executive Session. The Executive Session adjourned at 9:39 a.m.**

**3. Approval of Minutes:**

**George Newman moved to approve the minutes of the March 10, 2016 Board Meeting and Mike Gamba seconded the motion. The motion was unanimously approved.**

**4. Public Comment:**

Emzy Veazy, III stated that he had contacted MTA in Los Angeles to have them send information on transit television to RFTA Board members. It was not received by the Board members. He requested to make a 15-minute presentation. Bernot asked Veazy to prepare an outline for her and Blankenship to consider for a future Board agenda.

**5. Items Added to Agenda – Board Member Comments:**

Bernot congratulated Whitsitt on her re-election to the Basalt Town Council, and reported that Stuckey will be replaced by a new member from Town of New Castle. She announced that today was Hoffman's last day as Carbondale Trustee, and thanked Hoffman for his service to the Town of Carbondale.

**6. Consent Agenda:**

- A. Myers Easement Agreement:** Paul Taddune, General Counsel
- B. RFTA Emitter Contribution to City of Glenwood Springs Fire Department –**  
Nick Senn, Senior Project Manager
- C. Memorandum of Understanding Regarding Community Based Organization:** Dan Blankenship, CEO
- D. Intergovernmental Agreement for Garfield County Senior Programs – Traveler Services 2016:** Dan Blankenship, CEO
- E. Nine-Party Memorandum of Understanding Regarding 2016 Garfield County Senior Programs:** Dan Blankenship, CEO

**Jacque Whitsitt made a motion to approve the Consent Agenda in its entirety and Jeanne McQueeney seconded the motion. The motion was unanimously approved.**

**7. Presentation/Action Items:**

- A. Update Regarding Integrated Transportation System Plan:** David Johnson, Director of Planning

Johnson explained that the purpose of the ITSP is to develop a 10-20 year vision for RFTA and for the region. The main focus of this initial stage is information gathering and public outreach,

particularly on goals and visions for transportation. As of today, meetings have been focused on local government staff. Meetings have occurred with all but Eagle County and the City of Rifle. Common themes include the need for multi-modal mobility and connectivity. In the I-70 corridor, for instance, construction of the LOVA Trail was priority for all communities. Many communities expressed a need for local bus systems and for park and rides. In the State Highway 82 corridor, PNR needs focused on expansion; while in the I-70 corridor, the focus was on improving quality of existing PNR's, such as grading, paving, lighting, and striping. For regional transit service, the SH82 communities desire more uniformity between peak and off-peak seasons; I-70 corridor communities wish to increase service overall. Consistent with the results of the Regional Travel Patterns Study, strong commute patterns exist between Rifle and Glenwood Springs, and between Carbondale and Aspen although, as Bernot commented, there are people who reside in the I-70 corridor that commute all the way to Aspen. Johnson then reviewed findings of interviews with staff from each community and with Aspen Ski Company staff.

Whitsitt inquired about the survey methods of the travel pattern study. Johnson responded that the survey outreach was similar to the previous study, and was based mostly on outreach to major employers, who were asked to distribute surveys to employees.

Bernot asked whether the local government staff were aware of the cost of the transportation improvements and the sources of funding. Johnson responded that the funding issue is a very valid one, but the purpose of the process at this stage is to understand transportation visions and goals. Blankenship stated that we used to conduct regional round-table meetings to discuss transportation issues, including goals and funding issues. More round-table meeting sessions may be appropriate, and may fit into the current ITSP budget. Whitsitt agreed that round-table meetings would be helpful.

Some Board members expressed concern about providing transit services to Garfield County, when the County has steadfastly declined to join RFTA and dedicate sales tax to RFTA. Hoffman suggested cutting off service to Garfield County. Blankenship commented, though, that Garfield County had come a long way over the years in its support for RFTA. They allocated \$682,000 to fund the Grand Hogback service in 2016, they fund the majority of the Traveler service costs, they have awarded FMLD grants for RFTA's capital needs, and they have contributed to many planning studies. Blankenship reminded the Board that RFTA should not undervalue the relationship with Garfield County, even though they are not members.

Bernot asked for any comments from the public.

Toni Kronberg thanked RFTA for its work on the ITSP and for RFTA's efforts on establishing the BRT system in the valley. Communities such as Basalt, Snowmass Village and Glenwood Springs would appreciate having the same feeder service that is operating in Aspen and Carbondale. She mentioned that it is very important to engage the communities overall in the visioning process, not just elected officials and government staff. She suggested hosting a forum in April or May, perhaps organized by SkiCo, that will include RFTA and members of the communities to discuss multi-modal transportation, and in particular, an aerial connection between Aspen and Snowmass.

Veazy said that Garfield County Commissioners should not be vilified for their refusal to join RFTA, and that maybe RFTA has to better articulate the value of its services, and the benefits of their joining.

**B. Discussion Regarding Potential Maroon Bells Fare Increase:** Dan Blankenship, CEO

Yang reported that RFTA typically curtails the Maroon Bells service to weekends after Labor Day; however, RFTA also operated the service on weekdays in 2015,. The service experienced record ridership in early October 2015, to the point that RFTA allocated 13 buses to Maroon Bells service on one day.

Blankenship reported that the service has been operating since about 1977 to address the heavy visitor use and vehicle traffic, which had created adverse impacts and was compromising the visitor experience. Back then, the Maroon Bells service achieved a high fare recovery compared with the operating cost, which is almost unheard of for public transportation. The service was considered a success by a variety of measures, and so it has continued to this day, and grown in popularity and effectiveness.

During the budget process last fall, RFTA assumed the existing level of service would be provided for 2016. At that time, RFTA also discussed increasing fares to manage ridership demand. Fares are \$6 for adults, and \$4 for senior citizens and children; and \$0.50 of each ticket sold is remitted to the Forest Service. Referring to the chart of page 20, Yang stated that a \$3-\$4 increase would generate some additional funds, factoring in fare elasticity and the payment of an additional \$0.25 per ticket to the Forest Service. RFTA would create a clause in the funding agreement that would specify that the \$0.75 contribution per ticket would be allocated entirely to supporting the Maroon Bells area (not be transferred to another land management area). He also mentioned that SkiCo is also considering charging \$5 for parking fees in Highlands.

Bernot asked if staff has considered varying the price for off-peak periods or other measures to keep it affordable for families of modest means. Trauger concurred. Blankenship responded that we have not considered that scenario and we will need to explore it further.

Newman stated that RFTA should not wholly subsidize the service; that SkiCo should contribute some of its parking fees to RFTA and to the USFS. Blankenship stated RFTA must hold a Public Hearing to discuss proposed fare changes, and then advertise the fare changes before RFTA can increase fares. Another option considered is a reservation system. Due to time constraints, Blankenship advocated leaving the fare policy as-is for the coming season or increase the fares by \$3-\$4. If the latter, discussion would need to occur at the May Board meeting.

Goode said that his concern is lack of incentives to keep people from driving their vehicles. Moran responded that driving to Maroon Bells site is restricted from 8:00 a.m. to 4:00 p.m. except for campers and disabled individuals. Before and after those hours, the charge for each vehicle is \$10.00. Forest Service also has a season pass for \$25.00.

Whitsitt supported raising the fare. If people are vacationing in Aspen, they generally have more money to spend, and "vacation" money is different than your regular budget. Gamba responded that there may be a bus system implemented to access Hanging Lake, and fares need to cover the entire cost. It should be similar for Maroon Bells service. RFTA should not be subsidizing this entirely. Newman suggested comparing entry fees to other National Parks. This is not a national park, but many people think it is.

Blankenship stated that RFTA will look into the possibilities and bring back as much information to the Board as possible next month, and the following months as needed.

Bernot remarked that we should not over-price the bus fare to Maroon Bells to a point that "average families" will not be able to visit.

**C. Update Regarding Rio Grande Railroad Corridor Access Control Plan (ACP):** Angela Henderson, Assistant Director of Project Management and Facilities Operations

Blankenship stated that the ACP is ready for final reading, with the exception of one issue: The permanence of crossing agreements. RFTA received a lot of feedback on the crossing issue from the jurisdictions that commented on the last draft of the ACP Update.

There was concern among RFTA staff that if crossings were constructed in a way that severed the corridor, RFTA would lose Federal land grant areas that make up much of the corridor. RFTA staff recently learned that railroads issue licenses, but they also issue easements. The latter may be a more appropriate instrument to grant for public crossings that meet RFTA guidelines, and therefore limit compromising the corridor's railbanked status. The question is how to preserve RFTA's ability to relocate or reconstruct crossings, if rail is implemented. The railroads can mandate relocation of crossings so RFTA would be able to do this as well.

At the time of its formation, the creation of a Regional Transportation Authority was considered a back door to approval of rail. To assure that it was not a de-facto creation of rail, the RFTA formation IGA states (Blankenship referred to item #6.b): "the Authority shall not finance rail construction unless and until the electors of the authority, or the area of the Authority in which the funding is to be generated, specifically approve such financing;"

If an alternative transportation mode such as rail is feasible in the future, said Blankenship, the system will need to go to voters for financial support. It will have the best opportunity to be approved if all costs to improve the corridor are included. All those costs will need to be lumped into a system cost. Pushing these costs off to the adjacent communities would create significant opposition. RFTA can indicate in an easement that RFTA has the ability to relocate or reconfigure at its own expense, but it isn't advisable to say that these easements could be revoked and the jurisdiction should bear the cost of reconstructing.

Bernot said she was supportive of the direction and appreciative of RFTA's efforts to find workable solutions, but that she will need to discuss with the Town Council and follow up.

One of Newman's concerns is the costs to meet standards for freight rail, or for light rail if the electorate wishes to fund it. Blankenship responded that weight requirements are greater for freight than for LRT. However, railbanking provisions mandate that you must preserve the ability to operate freight rail in the corridor. RFTA would have more flexibility if the corridor was owned in fee simple.

Gamba commented that licensing crossings may not be as tenuous as it appears, but easements are more palatable. Similar to Bernot, he would need to bring back the proposals to the Glenwood Springs Council. Blankenship stated that the Board will also be able to weigh in on future easements, and render an opinion on whether or not they create a potential severance.

Hoffmann suggested that communities should have the option to construct at-grade or grade-separated crossings. Henderson responded that the PUC has authority over public crossings.

Whitsitt suggested a draft first reading at the May Board meeting.

Henderson commented that the Rails-Trails Conservancy has nominated the Rio Grande corridor trail for the Hall of Fame. Voting starts in early June.

**8. Board Governance Process:**

- A. 2015 RFTA Board of Directors Strategic Retreat Planning:** David Johnson,  
Director of Planning

Bernot stated that she appreciated Mike Hermes' update on the P3 conference and requested a more detailed P3 presentation at a future board meeting.

On the subject of Board Retreat, Blankenship recommended appointing a Board sub-committee that could develop the agenda for the Board Retreat in June.

Bernot stated that the facilitator should focus on the issues of the Retreat Agenda, and not review the history of RFTA. For new Board members, Bernot suggested an afternoon orientation session with RFTA staff.

Whitsitt recommended that Bernot and Blankenship discuss and present the suggested topics to the Board members for their approval. Newman said that he wants to focus on the ITSP. Skadron said the 2017 Strategic Plan is important as well, and proposed limiting the Retreat to half a day.

**9. Information/Updates:**

- A. CEO Report:** Dan Blankenship, CEO

Board members suggested having the June Board meeting at City of Glenwood Springs in order to be able to make a site visit to the Wye area.

**10. Issues to be Considered at Next Meeting:** To be determined at April 14, 2016 Meeting.

There were none.

**12. Next Meeting/Retreat:** 8:30 a.m. – 12:00 p.m., May 12, 2016 at City of Glenwood Springs' City Council Chambers.

**13. Adjournment:**

**Stacey Bernot adjourned the Board meeting at 11:43 a.m.**

Respectfully Submitted:  
Edna Adeh  
Board Secretary

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

<b>Meeting Date:</b>	May 12, 2016
<b>Agenda Item:</b>	Myers’12-Inch Pipeline Agreement
<b>Policy #:</b>	<b>2.3.7: Financial Condition and Activities</b>
<b>Strategic Goal:</b>	<b>CEO:</b> Closeout the BRT project
<b>Presented By:</b>	Paul Taddune, General Counsel
<b>Recommendation:</b>	Staff recommends that the Board authorize the CEO to execute the Myers’ 12-Inch Pipeline Agreement subject approval as to form by the RFTA General Counsel.
<b>Core Issues:</b>	<p>The attached “draft” Pipeline Maintenance Agreement is intended to implement that portion of the agreed upon Court Ordered Settlement in the Basalt BRT Park and Ride condemnation that provides as follows:</p> <p style="background-color: yellow;">IT IS FURTHER ORDERED, ADJUDGED AND DECREED that Petitioners relocate the 12 inch low pressure irrigation pipe located along the west side of the Landowner Property to a location mutually agreed to by Petitioner and Landowner, so that it continues to provide water for other property owned by Landowner identified as Lots V and W. and that if such mutually agreed location crosses the Landowner Property. that Petitioners grant an easement for the irrigation pipe on terms mutually agreed by Petitioners and Respondent-Landowner with no further consideration required. Alternatively. upon agreement of the parties. Petitioners will pay to Landowner a sum agreed to by the parties adequate to relocate the irrigation pipe: provided, that Landowner will thereafter be solely responsible for the relocation of the irrigation pipe.</p> <p>Staff recommends that the Board authorize the CEO to execute the Agreement, subject to approval as to form by RFTA General Counsel.</p>
<b>Background Info:</b>	Please see Core Issues, above.
<b>Policy Implications:</b>	RFTA Board Financial Condition and Activities Policy 2.3.7 states, “The CEO shall not acquire, encumber or dispose of real property.”
<b>Fiscal Implications:</b>	None.
<b>Attachments:</b>	<p>Yes, please see the Myers’ Pipeline Agreement folder included in the May 2016 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the RFTA Board Agenda packet. The folder includes the following documents:</p> <ol style="list-style-type: none"> <li>1. RFTA_Myers_Irrigation Pipeline Maintenance Agreement.pdf</li> <li>2. RFTA_Myers_Exhibit A Site plan for irrigation easement.pdf</li> <li>3. RFTA_Myers Pipeline_Exhibit B Paving spec.pdf</li> <li>4. RFTA_Myers_2012 -05.1. Court Ordered Settlement highlighted for MH.pdf</li> </ol>

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

<b>Meeting Date:</b>	May 12 2016
<b>Agenda Item:</b>	Sara Meserve Settlement
<b>Policy #:</b>	<b>4.2.5: Board Job Products</b>
<b>Strategic Goal:</b>	N/A
<b>Presented By:</b>	Paul Taddune, General Counsel
<b>Recommendation:</b>	Approve the settlement.
<b>Core Issues:</b>	<ol style="list-style-type: none"> <li>1. A collision between a RFTA bus and a vehicle owned by Sara Meserve occurred on or about November 25, 2015 at the intersection of Highway 82 and Willits/Two Rivers Drive, Basalt, that resulted in <b>\$8,853.30</b> property damage to Ms. Meserve’s vehicle.</li> <li>2. No passengers were injured and the RFTA driver has not filed a workers compensation claim.</li> <li>3. RFTA’s adjuster (CCMSI) for RFTA’s risk retention have investigated the accident and recommended that RFTA pay the damage that occurred to Ms. Meserve’s vehicle.</li> <li>4. Ms. Meserve’s attorney has requested that RFTA and the RFTA driver mutually release Ms. Meserve to bring this matter to a conclusion.</li> <li>5. Staff recommends that RFTA accept the recommendation of CCSI and execute a General Mutual Release, subject to approval as to form by RFTA General Counsel.</li> </ol>
<b>Background Info:</b>	See Core Issues, above.
<b>Policy Implications:</b>	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).”
<b>Fiscal Implications:</b>	The damages to Ms. Meserve’s vehicle amounted to \$8,853.30
<b>Attachments:</b>	Yes, please see “RFTA-Meserve_Mutual Release_clean_15793G328731.pdf,” included in the May 2016 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board meeting Agenda packet.

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

<b>Meeting Date:</b>	May 12, 2016
<b>Agenda Item:</b>	CEO Salary Increase
<b>Policy #:</b>	<b>4.2.5: Board Job Products</b>
<b>Strategic Goal:</b>	N/A
<b>Presented By:</b>	Dan Blankenship, CEO
<b>Recommendation:</b>	Approve the suggested Increase.
<b>Core Issues:</b>	<ol style="list-style-type: none"> <li>1. The CEO Employment Agreement provides for an automatic 2.5% salary increase effective January 1<sup>st</sup> of any year that the agreement is in effect.</li> <li>2. In 2016, all other RFTA non-bargaining unit employees are eligible for up to a 4% merit increase.</li> <li>3. The CEO received 2.5% automatic increase on January 10<sup>th</sup> and is currently earning \$152,339 per year.</li> <li>4. An additional 1.5% merit increase, retroactive to January 10, 2016, would bring the percentage of the CEO's annual compensation increase in line with that of other RFTA employees and increase the CEO's annual salary to \$154,624, a difference of \$2,285.</li> </ol>
<b>Background Info:</b>	Article 5 of the CEO Employment Agreement states that, “In addition to any merit increases the Board may award during the Term of this Agreement, the Employee shall receive an automatic two and one-half percent (2.5%) increase in annual salary effective on January 1, 2015, January 1, 2016, and on January 1st of any additional year that the Board elects to exercise its option to extend this Agreement pursuant to paragraph 2, above.
<b>Policy Implications:</b>	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).”
<b>Fiscal Implications:</b>	The proposed merit increase of 1.5% would increase the CEO's current salary by \$2,285.09 per year.
<b>Attachments:</b>	None.

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

<b>Meeting Date:</b>	May 12, 2016
<b>Agenda Item:</b>	Intergovernmental Agreement (IGA) between the City of Glenwood Springs and the Roaring Fork Transportation authority to Acquire Easements and Develop Transportation Infrastructure
<b>Policy #:</b>	<b>2.3.7: Financial Condition and Activities</b>
<b>Strategic Goal:</b>	CEO: Continue to work with RFTA member jurisdictions to implement safe and affordable public crossings of the railbanked Rio Grande Railroad Corridor
<b>Presented By:</b>	Dan Blankenship, CEO and Paul Taddune, General Counsel
<b>Recommendation:</b>	Authorize the RFTA Chair to execute the IGA and associated documents subject to approval as to form by the RFTA General Counsel. (Wye Area field trip if desired)
<b>Core Issues:</b>	<ol style="list-style-type: none"> <li>1. The attached “draft” Intergovernmental Agreement completes and corrects negotiations and transactions that occurred in 2002 and that have been ongoing since that time to accomplish the following mutual goals of the City and RFTA: <ol style="list-style-type: none"> <li>a. Clear up and correct confusion over the property descriptions in the 2002 quitclaim deed by which RFTA conveyed property to Glenwood Springs in exchange for property upon which the RFTA Glenwood Springs maintenance facility is located. That deed erroneously described a section of the RFTA right of way that was not intended to be included in the conveyance to the City and contains other unintended ambiguities. The corrected description will confirm RFTA’s access to the main line for purposes of continued rail banking of the corridor.</li> <li>b. The grant by RFTA to the City of two easements for the grade separated 8<sup>th</sup> Street connection and the existing underground pedestrian tunnel. These easements are intended to address the circumstances of allowing a grade-separated roadway crossing while at the same time preserving RFTA’s rail banking status. RFTA may establish contingency reserve for a prefabricated rail bridge in the event that passenger or freight rail is re-established along the RFTA rail corridor. This approach will result in very significant savings if a freight rail bridge were required to be built at this time.</li> <li>c. As a further contribution to participating in the cost of grade-separated crossings and also to facilitate the Glenwood Springs’ downtown redevelopment plans, RFTA will convey to the City those parcels identified in the bargain and sale deed attached as Exhibit 3 to the IGA.</li> </ol> </li> <li>2. The Agreement will continue the working relationship to establish Glenwood’s right and title to the parcels depicted in green in the “Exchange Parcels” box located on Exhibit 1 of the IGA.</li> <li>3. Additionally, RFTA and the City agree to work towards relinquishing the UPRR easement that currently burdens these parcels. A focal point of these efforts is the possible construction of an intermodal transportation facility on the Glenwood Springs and/or RFTA properties.</li> </ol>
<b>Background Info:</b>	Please see Core Issues, above.
<b>Policy Implications:</b>	RFTA Board Financial Condition and Activities Policy 2.3.7 states, “The CEO shall not acquire, encumber or dispose of real property.”
<b>Fiscal Implications:</b>	There are no significant costs associated with the IGA, itself. RFTA may incur an allocated share of the cost of acquiring the Union Pacific easement covering the Wye area.
<b>Attachments:</b>	Yes, please see “20160506 RFTA-GWS IGA - Final (with Exhibits).pdf,” included in the May 2016 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the RFTA Board Agenda packet.

**RFTA BOARD OF DIRECTORS MEETING**  
**“PRESENTATION/ACTION” AGENDA ITEM SUMMARY # 7. B.**

<b>Meeting Date:</b>	May 12, 2016
<b>Agenda Item:</b>	Update Regarding Integrated Transportation System Plan
<b>Policy #:</b>	<b>4.1:</b> Governing Style and Values
<b>Strategic Goal:</b>	Undertake Phase I of the Regional Integrated Transportation System Plan (ITSP)
<b>Presented By:</b>	David Johnson, Director of Planning Ralph Trapani, Parsons Transportation Group (PTG)
<b>Recommendation:</b>	Provide comments and direction on development of the ITSP
<b>Core Issues:</b>	<p>The purpose of the ITSP is to create a vision and 10-20 year plan for RFTA to “Pursue excellence and innovation in providing preferred transportation choices that connect and support vibrant communities.” The ITSP will be a visionary document for both the organization and for the residents and voters who support the system.</p> <p>Stage 1 (of Phase 1) of the ITSP is well underway. Components of this stage include:</p> <ul style="list-style-type: none"> <li>• Assemble Background Information</li> <li>• Conduct Workshops, Interviews, and Planning Sessions</li> <li>• Develop Vision Statements</li> <li>• Complete Organizational Capacity and Efficiency Review</li> </ul> <p>The attached PowerPoint summarizes progress to date and outlines critical tasks and milestones for the next three months. The PowerPoint includes:</p> <ol style="list-style-type: none"> <li>1. Themes that have emerged from the 14 stakeholder meetings</li> <li>2. Outline and progress of the Organizational Capacity and Efficiency Review</li> <li>3. Proposed ITSP topics for the RFTA Board Retreat</li> <li>4. ITSP Schedule and Milestone for May-August</li> <li>5. Review of overall ITSP Work Plan</li> </ol>
<b>Background Info:</b>	The ITSP is intended to establish a long-term vision and an integrated plan for transportation in RFTA’s region. The ITSP will also identify gaps, needs, and opportunities in RFTA structure and services, now and in the future.
<b>Policy Implications:</b>	Board Governing Style and Values Policy 4.1 states, “The Board will govern lawfully and in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, observing the principles of “Policy Governance,” with an emphasis on (a) outward vision rather than internal preoccupation, (b) encouragement of diversity in viewpoints, (c) strategic leadership rather than administrative detail, (d) clear distinction of Board and chief executive roles, (e) collective rather than individual decisions, (f) future rather than past or present, and (g) proactivity rather than reactivity.”
<b>Fiscal Implications:</b>	Stage I of the ITSP is estimated to cost \$260,000, of which \$200,000 is budgeted. Staff is recommending that the Board approve Resolution 2016-06: RFTA Supplemental Budget Resolution, to provide the remaining \$60,000 required to complete Stage 1 of Phase 1 of the ITSP (see Public Hearing Agenda Item 8. A., below).
<b>Attachments:</b>	Yes, please see “DRAFT Stage 1 Summary 5-12-2016.pptx” included in the May 2016 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the RFTA Board Agenda packet.

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

<b>Meeting Date:</b>	May 12, 2016				
<b>Agenda Item:</b>	Resolution 2016-06: 2016 Supplemental Budget Appropriation				
<b>POLICY #:</b>	<b>2.5: Financial Planning/Budgeting</b>				
<b>Strategic Goal:</b>	Undertake Phase I of the Regional Integrated Transportation Service Plan (ITSP)				
<b>Presented By:</b>	Michael Yang, Director of Finance				
<b>Recommendation:</b>	<b>Adopt Supplemental Budget Appropriation Resolution 2016-06</b>				
<b>Core Issues:</b>	<p>As part of our ongoing review, staff has identified the following budget requests:</p> <p><b><u>General Fund:</u></b></p> <p>1. <b>Integrated Transportation System Plan (ITSP): Stage 1</b> – the adopted budget currently includes \$200,000 of appropriated funds for the ITSP; however, as communicated to the Board during the previous ITSP presentation, the total cost estimate to complete Stage 1 is \$260,000. This resolution requests the additional funds needed to complete Stage 1 of the ITSP:</p> <p style="padding-left: 40px;">a. \$60,000 increase in Transit</p> <p>Please note that for the upcoming July Board meeting, staff also anticipates presenting a supplemental budget appropriation resolution to the Board, which will include funding for Stage 2 of Phase 1 of the ITSP, once Parsons Transportation Group has developed the scope of work and cost estimate.</p>				
<b>Policy Implications:</b>	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).”				
<b>Fiscal Implications:</b>	<p>Net increase (decrease) to 2016 fund balance by fund:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>General Fund</td> <td>\$ (60,000)</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ (60,000)</b></td> </tr> </table>	General Fund	\$ (60,000)	<b>Total</b>	<b>\$ (60,000)</b>
General Fund	\$ (60,000)				
<b>Total</b>	<b>\$ (60,000)</b>				
<b>Attachments:</b>	Yes, please see Resolution 2016-06 attached.				

Director \_\_\_\_\_ moved adoption of the following Resolution:

**BOARD OF DIRECTORS**

**ROARING FORK TRANSPORTATION AUTHORITY**

**RESOLUTION NO. 2016-06**

**2016 SUPPLEMENTAL BUDGET RESOLUTION**

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

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

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

**WHEREAS**, certain revenues will become available and additional expenditures have become necessary that were not anticipated during the preparation of the 2016 budget; and

**WHEREAS**, upon due and proper notice, published in accordance with the state budget law, said supplemental budget was open for inspection by the public at a designated place, a public hearing was held on, May 12, 2016 and interested taxpayers were given an opportunity to file or register any objections to said supplemental budget.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Roaring Fork Transportation Authority that the following adjustments will be made to the 2016 budget as summarized herein:

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**General Fund**

**Revenue and Other Financing Sources (OFS):**

Type	Amount	Explanation
None noted		

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$ 20,678,000	-	\$ 20,678,000
Grants	3,549,447	-	3,549,447
Fares	4,594,000	-	4,594,000
Other govt contributions	2,865,886	-	2,865,886
Other income	449,140	-	449,140
Other financing sources	5,172,000	-	5,172,000
<b>Total</b>	<b>\$ 37,308,473</b>	<b>\$ -</b>	<b>\$ 37,308,473</b>

**Expenditures and Other Financing Uses (OFU):**

Type	Amount	Explanation
Transit	\$ 60,000	True-up ITSP Stage 1
<b>Total</b>	<b>\$ 60,000</b>	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$1,548,415	-	\$ 1,548,415
Transit	19,847,227	\$ 60,000	19,907,227
Trails & Corridor Mgmt	452,827	-	452,827
Capital	10,005,284	-	10,005,284
Debt service	2,318,980	-	2,318,980
Other financing uses	3,242,874	-	3,242,874
<b>Total</b>	<b>\$ 37,415,607</b>	<b>\$ 60,000</b>	<b>\$ 37,475,607</b>

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

Revenues and other financing sources	-
Less Expenditures and other financing uses	\$(60,000)
<b>Net increase (decrease) in fund balance</b>	<b>\$(60,000)</b>

**Fund balance Roll Forward: Net Change in Fund balance**

Resolution	Beginning Balance	Change	Ending Balance
			\$ 16,896,580*
2015-20 & 2015-21	\$ 16,896,580	\$ (104,773)	16,791,807
2016-04	16,791,807	(2,361)	16,789,446
2016-06	16,789,446	(60,000)	16,729,446
		<b>\$ (167,134)</b>	

\* Budgeted

That the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2016 budget of the Roaring Fork Transportation Authority, and be a part of the public records of the Roaring Fork Transportation Authority.

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

**INTRODUCED, READ AND PASSED** by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 12<sup>th</sup> day of May, 2016.

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

By: \_\_\_\_\_  
Stacey Patch-Bernot, 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 May 12, 2016 (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 \_\_\_\_ day of \_\_\_\_\_, 2016.

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

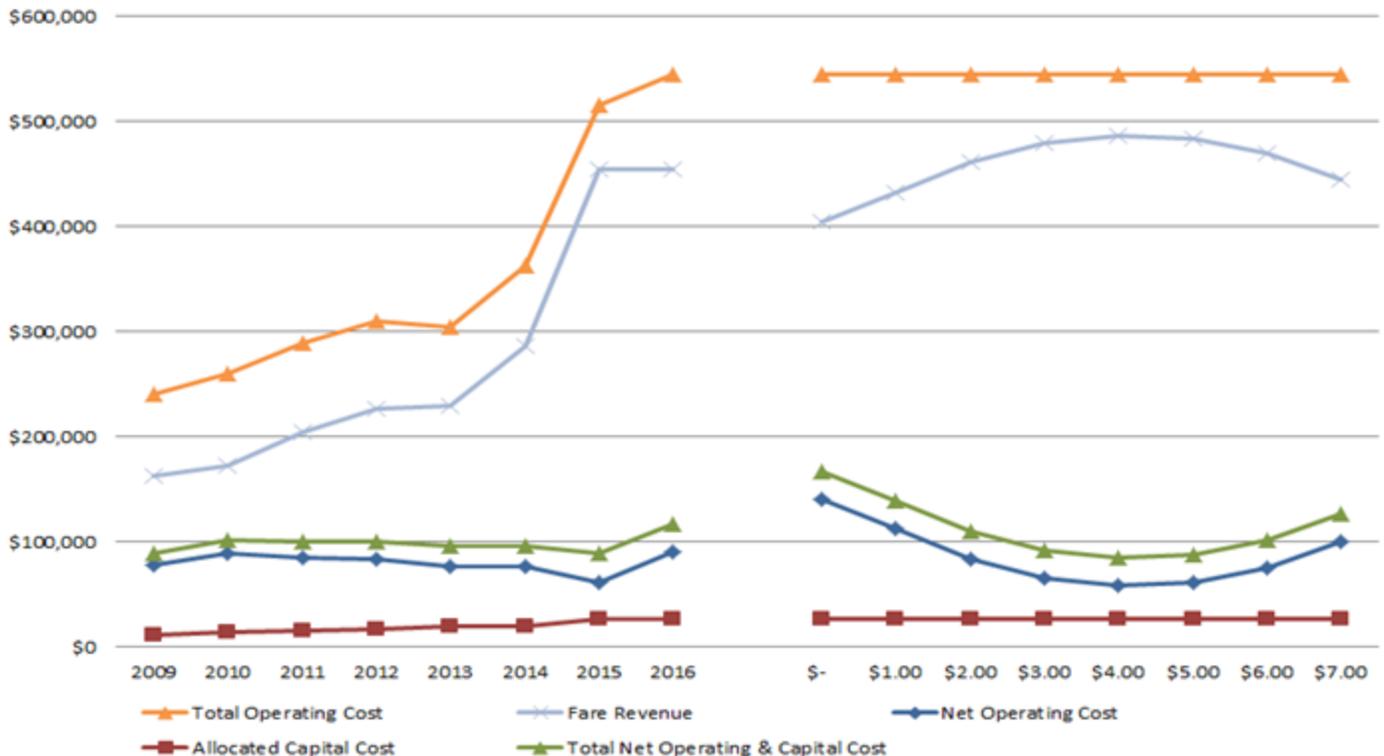
<b>Meeting Date:</b>	May 12, 2016
<b>Agenda Item:</b>	Potential Maroon Bells Fare Increase
<b>POLICY #:</b>	<b>4.2.5: Board Job Products</b>
<b>Strategic Goal:</b>	Update RFTA’s 15-Year Financial Sustainability Plan
<b>Presented By:</b>	Michael Yang, Director of Finance Dan Blankenship, Chief Executive Officer
<b>Recommendation:</b>	<b>Approve fare increase</b>
<b>Core Issues:</b>	<ol style="list-style-type: none"> <li>1. Since the April 14<sup>th</sup> RFTA Board meeting, as directed by the RFTA Board, staff had discussions with the Aspen Skiing Company regarding any revenue sharing opportunities with the new parking fee. Unfortunately, the Aspen Skiing Company was unable to meet our request as they indicated they are already making a significant contribution to promote and sell tickets for the Maroon Bells Bus Tour.</li> <li>2. In transit, an industry fare-change elasticity formula suggests that an overall fare increase (decrease) of 10 percent will result in ridership loss (gain) of 4 percent. The new \$5.00 parking fee at Aspen Highlands should be taken into consideration since, due to fare elasticity, it could potentially reduce ridership and fare revenue on the Maroon Bells Bus Tour.</li> <li>3. Staff has updated the <b>Maroon Bells Bus Tour Fare Elasticity Model</b> to illustrate the estimated impact that the new parking fee and potential RFTA fare increases of varying amounts would have on RFTA’s budget. <ol style="list-style-type: none"> <li>a. The fare increase scenarios include a \$0.15 increase for RFTA’s contribution to the Forest Service from each ticket sold. The current contribution amount of \$0.50 would increase to \$0.65.</li> <li>b. Assuming that RFTA maintains its existing fare structure, the model shows that the parking fee could potentially reduce ridership and result in an estimated loss of fares of approximately \$50,118. However, the model illustrates how RFTA can regain the lost fares by increasing its own fares.</li> </ol> </li> <li>4. Staff recommends that the fare should be increased by at least \$2.00 per ticket in order to make up the potential lost revenues from the \$5.00 parking fee at Aspen Highlands. The recommended changes are: <ol style="list-style-type: none"> <li>a. From \$6.00 to \$8.00 for adults.</li> <li>b. From \$4.00 to \$6.00 for youth (six years of age to 16 years of age) and seniors (65 years of age and older). Children under six years of age ride free.</li> <li>c. From \$0.50 to \$0.65 for each ticket sold to be contributed to the Forest Service.</li> </ol> </li> </ol>

	<ol style="list-style-type: none"> <li>5. A potential fare increase of over \$4.00 for each ticket is not recommended based on the model.</li> <li>6. A presentation of the proposed fare increase will be made at the Board meeting.</li> </ol>
<p><b>Background Info:</b></p>	<ol style="list-style-type: none"> <li>1. One of the most popular scenic destinations for visitors from throughout the country and around the world, the Maroon Bells-Snowmass Wilderness Area is accessible only by Maroon Creek Road, which is a narrow eight-mile road from Aspen Highlands.</li> <li>2. Partnering with the Forest Service in 1979, Pitkin County took the lead in providing the Maroon Bells mandatory shuttle bus system during the peak visitor season. When RFTA was established in 2000, it assumed operation of the bus service from its predecessor the Roaring Fork Transit Agency. <ol style="list-style-type: none"> <li>a. For the 2016 season (June 11 through October 2), the bus service is scheduled to operate from 8:05 a.m. to 4:40 p.m.</li> <li>b. During this time, motorized vehicle use of Maroon Creek Road is restricted and exception vehicles are charged a recreation use fee by the Forest Service.</li> </ol> </li> <li>3. Because of the shuttle system: <ol style="list-style-type: none"> <li>a. The Forest Service has been able to reduce the number and the size of parking areas in the Maroon Creek Valley,</li> <li>b. Private vehicle volumes have also been reduced (further reducing emissions and noise pollution), and</li> <li>c. Maroon Creek Road is safer for pedestrians, cyclists and other recreational users.</li> </ol> </li> <li>4. To use the shuttle system, visitors can park their vehicles in the parking lot at Aspen Highlands or take the Castle/Maroon bus route provided by the City of Aspen's municipal transit service.</li> <li>5. Funding for the operations of the Maroon Bells Bus Tour comes from fares and dedicated RFTA sales taxes. <ol style="list-style-type: none"> <li>a. In 2015, fares covered approximately 88 percent of the operating cost, which is exceptionally high for a public transit service.</li> <li>b. The current fares are \$6.00 for adults and \$4.00 for youth (six years of age to 16 years of age) and seniors (65 years of age and older). Children under six years of age ride free.</li> <li>c. RFTA contributes \$0.50 of each fare to the Forest Service to help fund repairs, maintenance, improvements, and education.</li> </ol> </li> <li>6. Private businesses, including Four Mountain Sports and the Aspen Skiing Company, help promote the bus service by selling the Maroon Bells bus tickets at no charge to RFTA and also packaging it with their products.</li> </ol>

	<p>7. Overall, the Maroon Bells Bus Tour has garnered high praise as one of the best and most affordable attractions in the Aspen area. It is considered accessible and available to nearly every visitor.</p> <p>8. The Maroon Bells ridership (one-way up and down) reached an all-time high of approximately 174,202 in 2015, primarily due to increased service levels requested by the Forest Service in order to meet the growing demand.</p> <p style="padding-left: 40px;">a. From 2004 through 2008, the Maroon Bells ridership (one-way up and down) had been relatively flat averaging about 69,000 for the season.</p> <p style="padding-left: 40px;">b. Between 2009 and 2015, ridership increased by nearly 100,000 from 74,741 to 174,202 or approximately 133%. In turn, service levels increased to meet the growing demand. As such, fully-allocated costs and fare revenues have risen significantly.</p> <p>9. Our records indicate that the current fare structure has been in place since at least 2004.</p> <p>10. The 2016 RFTA budget assumes that this service will incur a loss of \$116,800. However, in the RFTA formation IGA, Pitkin County's contribution of its full 1% county mass transit sales tax collected in unincorporated areas was condition on RFTA continuing to provide the Maroon Bells Bus Tour.</p> <p>11. In the upcoming 2016 season, there will be a new \$5.00 fee at the Aspen Highlands parking lot. Previously this parking lot was free.</p> <p>12. At the RFTA Board meeting held on April 14, 2016, a potential fare increase was discussed. Staff was directed to fine tune its analysis and contact the Aspen Skiing Company (ASC) regarding any revenue sharing possibilities with the new parking fee at Aspen Highlands. Any revenue shared could potentially reduce the amount of increase considered for fares; however, ASC did not believe that sharing its parking revenue would be workable for it given the costs it incurs to maintain the parking facility.</p> <p>13. A final recommendation will be presented at the May meeting.</p>
<b>Policy Implications:</b>	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)."
<b>Fiscal Implications:</b>	Based on RFTA's Maroon Bells Bus Tour Fare Elasticity Model, which assumes that every fare increase (decrease) of 10 percent will result in ridership loss (gain) of 4 percent, a \$5.00 cost for parking, and a \$0.15 increase per ticket contribution to the Forest Service (from \$0.50 to \$0.65), staff believes that a \$2.00 fare increase for each ticket (at a minimum) would make up the potential lost revenues from the \$5.00 parking fee at Aspen Highlands. A potential fare increase of over \$4.00 for each ticket is not recommended.
<b>Attachments:</b>	Yes, please see Maroon Bells Bus Tour Fare Elasticity Model below.

				For every fare increase by 10%, then ridership decreases by:		4.0%								
<b>Maroon Bells Bus Tour Fare Elasticity Model</b>				Include Parking Fee in Fare Increase Analysis?		Yes								
				Revised 3-22-16 Status Quo										
				Audited	Unaudited	Budget	Scenario 0	Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7
				2014	2015	2016	\$0 increase	\$1 increase	\$2 increase	\$3 increase	\$4 increase	\$5 increase	\$6 increase	\$7 increase
Description	2014	2015	2016	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1 Adult	36,400	64,003	64,000	1	56,892	52,625	48,358	44,091	39,824	35,557	31,290	27,023		
2 Youth/Senior	11,300	16,839	16,800	2	14,968	13,845	12,723	11,600	10,478	9,355	8,232	7,110		
3 Package	5,500	9,552	9,550	3	9,552	9,552	9,552	9,552	9,552	9,552	9,552	9,552		
4 Wednesday Special	5,800	-	-	4	-	-	-	-	-	-	-	-		
5 Total Pass Sales	59,000	90,394	90,350	5	81,412	76,022	70,633	65,243	59,854	54,464	49,075	43,685		
6 Passengers	123,128	174,202	174,000	6	162,823	152,044	141,265	130,486	119,707	108,928	98,150	87,371		
7 Miles	46,687	66,253	65,296	7	65,296	65,296	65,296	65,296	65,296	65,296	65,296	65,296		
8 Hours	3,917	5,432	5,371	8	5,371	5,371	5,371	5,371	5,371	5,371	5,371	5,371		
9 Total Marginal Cost	\$197,788	\$286,120	\$292,941	9	\$292,941	\$292,941	\$292,941	\$292,941	\$292,941	\$292,941	\$292,941	\$292,941		
10 Total Fixed Cost	\$140,826	\$195,284	\$220,297	10	\$220,297	\$220,297	\$220,297	\$220,297	\$220,297	\$220,297	\$220,297	\$220,297		
11 Subtotal Operating Cost	\$338,614	\$481,404	\$513,238	11	\$513,238	\$513,238	\$513,238	\$513,238	\$513,238	\$513,238	\$513,238	\$513,238		
12 Allocated Training & Other Costs	\$23,068	\$34,424	\$31,020	12	\$31,020	\$31,020	\$31,020	\$31,020	\$31,020	\$31,020	\$31,020	\$31,020		
13 Total Operating Cost	\$361,682	\$515,828	\$544,258	13	\$544,258	\$544,258	\$544,258	\$544,258	\$544,258	\$544,258	\$544,258	\$544,258		
14 Fare Revenue	\$285,670	\$454,319	\$454,000	14	\$ 403,882	\$ 431,552	\$ 460,654	\$ 478,978	\$ 486,523	\$ 483,289	\$ 469,276	\$ 444,484		
15 Net Operating Cost	\$76,012	\$61,509	\$90,258	15	\$140,376	\$112,706	\$83,604	\$65,280	\$57,735	\$60,969	\$74,982	\$99,774		
16 Allocated Capital Cost	\$19,804	\$26,695	\$26,542	16	\$26,542	\$26,542	\$26,542	\$26,542	\$26,542	\$26,542	\$26,542	\$26,542		
17 Total Net Operating & Capital Cost	\$95,816	\$88,204	\$116,800	17	\$166,918	\$139,248	\$110,146	\$91,822	\$84,277	\$87,511	\$101,524	\$126,316		
18 Fare Recovery Ratio	79%	88%	83%	18	74%	79%	85%	88%	89%	89%	86%	82%		
19 Potential RFTA Savings				19	(\$50,118)	(\$22,448)	\$6,654	\$24,978	\$32,523	\$29,289	\$15,276	(\$9,516)		

**Maroon Bells Bus Tour: Cost Analysis 2009-2016 w/ 2016 Potential Fare Increase Scenarios**



**RFTA BOARD OF DIRECTORS MEETING**  
**“PRESENTATION/ACTION” AGENDA ITEM SUMMARY # 8. C.**

<b>Meeting Date:</b>	May 12, 2016
<b>Agenda Item:</b>	First Reading of Rio Grande Railroad Corridor Access Control Plan Update (ACP)
<b>Policy #:</b>	1.1: The Rio Grande Corridor is Appropriately Protected and Utilized
<b>Strategic Goal:</b>	Complete Corridor Access Control Plan
<b>Presented By:</b>	Angela Henderson, Assistant Director, Project Management and Facilities Operations Dan Blankenship, CEO
<b>Recommendation:</b>	Approve the Draft ACP upon first reading and schedule it for a second reading and Public Hearing on July 14, 2016.
<b>Core Issues:</b>	<ol style="list-style-type: none"> <li>1. At the March 10<sup>th</sup> meeting, the RFTA Board agreed with staff’s request to delay the first reading of the ACP until the May 12, 2016 RFTA Board of Directors meeting.</li> <li>2. Given that the RFTA Board Retreat is scheduled for June, the second reading and final adoption of the ACP is tentatively scheduled for July 2016. This will provide approximately 60 days for further public review prior to final adoption.</li> <li>3. Staff has finalized and transmitted its responses to comments on the last draft of the ACP submitted by Glenwood Springs, Carbondale, and Garfield County.</li> <li>4. In response to the comments, staff has proposed additional revisions to the ACP, which it reviewed with the Staff ACP Work Group on April 26<sup>th</sup>. The proposed revisions to the last draft of the ACP Update can be found in the “Final Redline Draft of Proposed Rio Grande Corridor Access Control Plan Update 05 04 16.pdf,” included in the “Rio Grande Railroad Corridor Access Control Plan Update Portfolio 05 06 16.pdf,” found on the RFTA website in the Access Control Plan Update section at the following link: <a href="http://www.rfta.com/trail-documentation/">http://www.rfta.com/trail-documentation/</a></li> <li>5. One of the most significant remaining concerns of commenters has to do with the permanence of public crossing agreements. Given the costs that might be incurred by local governments to construct public crossing projects that conform to RFTA’s guidelines, the commenters believed that RFTA should convey easements for their crossings. Also, commenters feared that they might not be able to obtain state, federal, or local grants for their projects if they cannot demonstrate they will have continuing control over their crossing assets.</li> <li>6. After conferring with RFTA’s legal expert on railroad matters, staff now believes that easements for public crossings can be granted by RFTA as long as they retain flexibility to allow RFTA to modify, upgrade, or relocate the public crossings in the event that a commuter rail or some other public transportation system is implemented in the corridor in the future. Therefore, staff has added the following proposed language to the ACP at <b>Section 17.0 - Process and Design Guidelines for Newly Proposed Railroad Corridor Crossings and Consolidations:</b> <p style="margin-left: 40px;">If a public crossing is constructed in conformance with RFTA’s DG, RFTA may be willing to grant an easement to the project sponsor, subject to the approval of the RFTA Board of Directors. The easement, however, will be subject to the following condition and such other terms and conditions as the RFTA Board, in its sole discretion, may determine at the time of issuance:</p> </li> </ol>

	<p>Should RFTA need to extend, modify, or relocate a crossing to accommodate the activation of passenger or rail service on the Corridor by RFTA, RFTA shall be entitled to do so as long as the extension, modification, or relocation does not materially interfere with the connectivity of the crossing and after review and approval of plans detailing the extension, modification, or relocation by the public entity holding the easement, which approval will not be unreasonably withheld, and approval by the Colorado Public Utilities Commission (the “PUC”). If the sole cause of the need for such extension, modification, or relocation is the needs of RFTA, such cost will be borne by RFTA if RFTA approves the project and costs thereof, it being understood that any funding for such a project is subject to appropriation of funding. If the public entity holding the easement should desire to extend, modify, replace, relocate, or remove the crossing to further its needs, then such cost shall be borne by the public entity. Any such extension, modification, relocation, or replacement or repair by the public entity shall only be made in accordance with plans prepared by the public entity and reviewed and approved by RFTA, which approval will not be unreasonably withheld, and approval by the PUC. For extensions, modifications, or relocations that are jointly caused and will benefit both parties, the allocation of costs shall be by further agreement or if no agreement, then as determined by the PUC in a hearing.</p> <p><b>Note: The above language is very similar to the language included in the 8<sup>th</sup> Street easement included as Exhibit 4 to the IGA between RFTA and Glenwood Springs discussed in Agenda Item 7. A., above.</b></p> <p>7. Although the Board may still desire to make additional revisions to the draft ACP Update, staff recommends that the Board approve the draft ACP Update on first reading and schedule it for the second reading and a Public Hearing on July 14, 2016. That will allow 60 days to make further revisions, if necessary, and still be in a position to adopt the proposed ACP Update upon 2<sup>nd</sup> reading. A Board Resolution will be prepared for the 2<sup>nd</sup> reading and adoption of the ACP Update.</p>
<b>Policy Implications:</b>	Board End Statement 1.1 says, “The Rio Grande Corridor is Appropriately Protected and Utilized.
<b>Fiscal Implications:</b>	RFTA’s team of legal and railroad engineering consultants is under contract and has been working on the ACP and an overall update to the Comprehensive Plan. Approximately \$150,000 was budgeted in 2016 for the Comprehensive Plan Update and other corridor management-related tasks. The need to resolve Federal Land Grant issues involving adjacent property owners, and other corridor-related efforts, may require some additional funding for legal, engineering, and other consulting services, than currently budgeted. Staff will keep the Board apprised of budgetary issues as the year progresses.
<b>Attachments:</b>	The proposed revisions to the last draft of the ACP Update can be found in the “Final Redline Draft of Proposed Rio Grande Corridor Access Control Plan Update 05 04 16.pdf,” included in the “Rio Grande Railroad Corridor Access Control Plan Update Portfolio 05 06 16.pdf,” found on the RFTA website in the Access Control Plan Update section by following this link: <a href="http://www.rfta.com/trail-documentation/">http://www.rfta.com/trail-documentation/</a>

**RFTA BOARD OF DIRECTORS MEETING  
“GOVERNANCE PROCESS” AGENDA ITEM SUMMARY # 9. A.**

<b>Meeting Date:</b>	May 12, 2016
<b>Agenda Item:</b>	2016 RFTA Board of Directors Strategic Retreat Planning
<b>Policy #:</b>	<b>4.3.2.A: Agenda Planning</b>
<b>Strategic Goal:</b>	<b>Update RFTA 5-Year Strategic Plan</b>
<b>Presented By:</b>	David Johnson, Director of Planning
<b>Recommendation:</b>	<p>Please provide direction regarding:</p> <ul style="list-style-type: none"> <li>• Potential Agenda topics</li> <li>• Retreat Agenda Board Subcommittee members</li> <li>• Input on facilitator selection and other issues and preferences</li> </ul>
<b>Core Issues:</b>	<ol style="list-style-type: none"> <li>1. Each year, the RFTA Board typically conducts a 7-hour Strategic Planning Retreat in lieu of the regularly scheduled June Board meeting. The conference room at the Carbondale Library has been reserved for this year’s Board Retreat.</li> <li>2. Staff is seeking RFTA Board members to serve on the Board Retreat Subcommittee. Subcommittee members will work with the Board Chair to establish the topics and the agenda. Board input on the Retreat can be provided at the May Board meeting or through the Board Subcommittee. Potential topics for the retreat agenda include: <ul style="list-style-type: none"> <li>• ITSP Review: <ol style="list-style-type: none"> <li>a. Present Organizational Capacity &amp; Efficiency Review findings</li> <li>b. Summarize Stakeholder Outreach</li> <li>c. Edits to Vision &amp; Goals</li> <li>d. Discuss Future Stages</li> </ol> </li> <li>• Long Term Capital and Fleet Replacement and Expansion</li> <li>• 2017 5-year Strategic Plan with connection to financial forecasts and capital plans</li> <li>• Summary of progress on 2016 goals</li> <li>• LoVa Trail - RFTA’s potential involvement in construction and/or O&amp;M</li> <li>• Public-Private Partnerships</li> <li>• Other short and long-term strategic projects/priorities of the Board</li> </ul> </li> <li>3. Staff also seeks input on selection of a facilitator. Potential facilitators that have indicated interest and availability include: <ol style="list-style-type: none"> <li>a. Heather Henry – Connect One Design</li> <li>b. Pam Britton – Community Engagement Associates</li> <li>c. Leslie Lamont – Planner</li> <li>d. Gary Suiter (not as yet responded to inquiry regarding availability)</li> </ol> </li> </ol>
<b>Background Info:</b>	See Core Issues.
<b>Policy Implications:</b>	See Core Issues.
<b>Fiscal Implications:</b>	Budget for facilitation is approximately \$3,000
<b>Attachments:</b>	No.

**RFTA BOARD OF DIRECTORS MEETING**  
**“BOARD GOVERNANCE PROCESS” AGENDA SUMMARY ITEM # 9. B.**

<b>Meeting Date:</b>	May 12, 2016
<b>Agenda Item:</b>	Resolution 2016-07: Election of RFTA Board Chair for Balance of 2016
<b>Presented By:</b>	Dan Blankenship, CEO
<b>Staff Recommends:</b>	Elect a Chair to serve the balance of 2016
<b>POLICY #:</b>	Bylaws – Article VII, Section 7.06
<b>Core Issues:</b>	<ul style="list-style-type: none"> <li>• Typically, RFTA’s Bylaws call for the election of Officers at the first regular meeting of the Board each year; however, Stacey Bernot, Chair, has announced that she will be resigning from the Carbondale Board of Trustees in May and, therefore, will not be eligible to serve on the RFTA Board of Directors subsequent to her resignation.</li> <li>• In the case of Officer vacancies on the RFTA Board of Directors, the Bylaws state as follows:   <p style="text-align: center;">Section 7.06. <b>Vacancies.</b> If a vacancy exists in any office, the Chair shall appoint a Director to fill such vacancy until the next regular meeting of the Board, when an election will be held. The term of the Office shall be until the next annual election of officers.</p> </li> <li>• The Board has the option of allowing the outgoing Chair to appoint a new Chair to serve until an election next month or to hold the election at the May 12<sup>th</sup> meeting.</li> <li>• Currently, Mike Gamba, RFTA Board Member representing Glenwood Springs is the Vice Chair.</li> </ul>
<b>Background Info:</b>	See Core Issues
<b>Policy Implications:</b>	Election of officers to the RFTA Board is governed by its By-Laws. Article VII, Section 7.06 states: <b>Vacancies.</b> If a vacancy exists in any office, the Chair shall appoint a Director to fill such vacancy until the next regular meeting of the Board, when an election will be held. The term of the Office shall be until the next annual election of officers.
<b>Fiscal Implications:</b>	None.
<b>Attachments:</b>	Yes, please see Resolution 2016-07 on following page.

**Director \_\_\_\_\_ moved adoption  
Of the following Resolution:**

**BOARD OF DIRECTORS  
ROARING FORK TRANSPORTATION AUTHORITY  
RESOLUTION NO. 2016-07  
ELECTION OF RFTA BOARD CHAIR FOR REMAINDER OF 2016**

WHEREAS, pursuant to Section 7.06 of the Bylaws of the Roaring Fork Transportation Authority (“RFTA”), which pertains to vacancies that exist in any office, the Chair shall appoint a Director to fill such vacancy until the next regular meeting of the Board, when an election will be held and that the term of the office shall be until the next annual election of officers; and

WHEREAS, Stacey Bernot, Chair of the RFTA Board of Directors plans to resign from the RFTA Board of Directors effective at the end of the Board of Directors’ meeting on May 12, 2016; and

WHEREAS, the Chair can appoint a Director to fill a vacancy in any office until an election at the next regular meeting; and

WHEREAS, the RFTA Board of Directors finds it more expedient to elect a RFTA Board Chair at its meeting on May 12, 2016 than wait until the June 9, 2016 meeting; and

WHEREAS, following a motion passed by the Board, the following Director was elected by consensus to serve as Chair of the Roaring Fork Transportation Authority Board of Directors for the balance of year 2016.

\_\_\_\_\_, as Chair

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

The above-named person shall serve as Chair of the Roaring Fork Transportation Authority until a successor is named.

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held May 12, 2016.

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

By: \_\_\_\_\_  
Stacey Bernot, Chair

ATTEST: \_\_\_\_\_  
Edna Adeh, Secretary to the Board

**“INFORMATION/UPDATES” AGENDA SUMMARY ITEM # 10. A.  
CEO REPORT**

**TO:** RFTA Board of Directors  
**FROM:** Dan Blankenship, CEO  
**DATE:** May 12, 2016

**Grand Avenue Bridge North-South Connector:** City of Glenwood Springs’ and RFTA staffs have been working together on the North-South Connector, which is expected to begin its first day of operation on Monday, May 16<sup>th</sup>.



**March 2016 Year-to-Date Ridership Report**

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report				
Service	Mar-15 YTD	Mar-16 YTD	# Variance	% Variance
385817	385,817	488,124	102,307	26.52%
RF Valley Commuter	816,606	789,588	(27,018)	-3.31%
Grand Hogback	22,438	25,761	3,323	14.81%
Aspen Skiing Company	406,177	435,902	29,725	7.32%
Ride Glenwood Springs	49,539	49,354	(185)	-0.37%
X-games/Charter	23,165	28,978	5,813	25.09%
Senior Van	1,041	984	(57)	-5.48%
MAA Burlingame			-	
Maroon Bells			-	
<b>Total</b>	<b>1,704,783</b>	<b>1,818,691</b>	<b>113,908</b>	<b>6.68%</b>
Subset of Roaring Fork Valley Commuter Service with BRT in 2016				
Service	YTD Mar. 2015	YTD Mar. 2016	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	237,087	209,256	(27,831)	-12%
BRT	255,909	257,817	1,908	1%
<b>Total</b>	<b>492,996</b>	<b>467,073</b>	<b>(25,923)</b>	<b>-5%</b>

## Finance Department Update – Mike Yang, Director of Finance

2016 Budget Year				
General Fund				
	March YTD			
	Actual	Budget	% Var.	Adopted Budget
<b>Revenues</b>				
Sales tax (1)	\$ 2,182,535	\$ 2,276,456	-4.1%	\$ 20,678,000
Grants (2)	\$ 40,170	\$ 40,170	0.0%	\$ 3,549,447
Fares (3)	\$ 988,585	\$ 921,029	7.3%	\$ 4,594,000
Other govt contributions	\$ 897,167	\$ 897,167	0.0%	\$ 2,865,886
Other income	\$ 148,248	\$ 146,417	1.3%	\$ 449,140
<b>Total Revenues</b>	<b>\$ 4,256,704</b>	<b>\$ 4,281,239</b>	<b>-0.6%</b>	<b>\$ 32,136,473</b>
<b>Expenditures</b>				
Fuel	\$ 652,137	\$ 721,663	-9.6%	\$ 1,548,415
Transit	\$ 4,609,697	\$ 4,803,706	-4.0%	\$ 19,847,227
Trails & Corridor Mgmt	\$ 65,771	\$ 66,402	-0.9%	\$ 452,827
Capital	\$ 686,783	\$ 686,783	0.0%	\$ 10,005,284
Debt service	\$ 339,052	\$ 339,052	0.0%	\$ 2,318,980
<b>Total Expenditures</b>	<b>\$ 6,353,441</b>	<b>\$ 6,617,606</b>	<b>-4.0%</b>	<b>\$ 34,172,733</b>
<b>Other Financing Sources/Uses</b>				
Other financing sources	\$ -	\$ -	#DIV/0!	\$ 5,172,000
Other financing uses	\$ (568,784)	\$ (568,784)	0.0%	\$ (3,242,874)
<b>Total Other Financing Sources/Uses</b>	<b>\$ (568,784)</b>	<b>\$ (568,784)</b>	<b>0.0%</b>	<b>\$ 1,929,126</b>
<b>Change in Fund Balance (4)</b>	<b>\$ (2,665,521)</b>	<b>\$ (2,905,151)</b>	<b>8.2%</b>	<b>\$ (107,134)</b>

- (1) Sales tax revenue is budgeted and received two months in arrears (i.e. January sales tax is received in March).
- (2) Grant revenues will be recorded when available for reimbursement.
- (3) Through March, fare revenue is up approx. 7% over the prior year. This increase is primarily attributable to the timing of bulk pass orders by outlets and businesses. The chart below provides a March 2015/2016 comparison of actual fare revenues and ridership on RFTA fare services:

Fare Revenue:	Mar-15	Mar-16	Increase/ (Decrease)	% Change
Regional Fares	\$ 916,402	\$ 973,018	\$ 56,616	6%
Advertising	\$ 8,552	\$ 15,567	\$ 7,015	82%
<b>Total Fare Revenue</b>	<b>\$ 924,954</b>	<b>\$ 988,585</b>	<b>\$ 63,631</b>	<b>7%</b>
Ridership on RFTA Fare Services:	Mar-15	Mar-16	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	237,087	209,256	(27,831)	-12%
BRT	255,909	257,817	1,908	1%
SM-DV	37,061	37,669	608	2%
Grand Hogback	22,438	25,761	3,323	15%
<b>Total Ridership on RFTA Fare Services</b>	<b>552,495</b>	<b>530,503</b>	<b>(21,992)</b>	<b>-4%</b>
Avg. Fare/Ride	\$ 1.66	\$ 1.83	\$ 0.18	11%

- (4) Over the course of the year, there are times when RFTA operates in a deficit; however, we are projecting that we will end the year within budget.

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage March 2016 YTD				Hours March 2016 YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	1,164,030	1,177,659	(13,629)	-1.2%	53,637	52,958	679	1.3%
City of Aspen	163,005	159,495	3,510	2.2%	17,921	17,783	138	0.8%
Aspen Skiing Company	182,666	189,817	(7,151)	-3.8%	12,873	12,740	133	1.0%
Ride Glenwood Springs	30,097	30,872	(775)	-2.5%	2,432	2,431	1	0.0%
Grand Hogback	55,538	59,311	(3,773)	-6.4%	2,212	2,174	38	1.7%
Specials/Charter	4,147	3,745	402	10.7%	423	546	(123)	-22.5%
Senior Van	4,422	4,280	142	3.3%	506	431	75	17.4%
<b>Total</b>	<b>1,603,905</b>	<b>1,625,179</b>	<b>(21,274)</b>	<b>-1.3%</b>	<b>90,004</b>	<b>89,063</b>	<b>941</b>	<b>1.1%</b>

## 2015 Financial Statement Audit – Schedule

2015 Financial Statement Audit Schedule		
Date	Activity	Status
5/2/2016 – 5/6/2016	Start of Audit – auditors conducting onsite fieldwork	<b>COMPLETED</b>
6/20/2016 - 6/30/2016	During this period, staff anticipates that the Audit Report will be available for review by the <b>RFTA Board Audit Subcommittee</b> . A meeting will be held at a RFTA office in Carbondale between the Audit Subcommittee, the auditor and staff to discuss the audit in detail.	<i>Email will be sent to Audit Subcommittee to establish date &amp; location of meeting.</i>
7/8/2016	Final Audit Report to be distributed to RFTA Board with July Board Packet	<i>On schedule</i>
7/14/2016	Presentation of Final Audit Report at RFTA Board Meeting by Auditor	<i>On schedule</i>

### Current Audit Subcommittee Members:

1. **Steve Skadron**, RFTA board member and Mayor of the City of Aspen,
2. **Markey Butler**, RFTA board member and Mayor of the Town of Snowmass Village,
3. **John Lewis**, independent financial expert and Eagle County Director of Finance, and
4. **John Redmond**, independent financial expert and Pitkin County Director of Finance

### Other anticipated meeting participants include:

1. **Paul Backes**, CPA and Partner at McMahan & Associates, LLC (external auditor)
2. **Dan Blankenship**, RFTA CEO
3. **Kelley Collier**, RFTA COO
4. **Michael Yang**, RFTA Director of Finance
5. **Paul Hamilton**, RFTA Assistant Director of Finance

Audit Subcommittee Meeting Expectations: The draft version of the audit report will be made available to the subcommittee prior to the meeting. The external auditor will present the audit report to the subcommittee and answer questions related to the report and audit process. RFTA staff will also be available answer questions. In addition, the meeting will allow time for the subcommittee to discuss the audit report without RFTA staff present.

## Planning Department Update – David Johnson, Director of Planning

The “5-12-16 Planning Department Update.pdf,” can be found in the May 2016 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board meeting Agenda packet.

Facilities and Bus Stop Maintenance May 12, 2016

**Capital Projects Update**

**AMF phase 3- Indoor bus storage:**

- The excavations to set grade for the building expansion have been completed.
- The wall foundations are being formed and poured.
- The steel has been ordered for the walls and roof structure.

**AMF phase 4- inspection canopy, drive lanes and building cladding:**

- Work has begun on the parking lot and storm water drainage structures.
- The steel has been ordered for the canopy.

**West Glenwood Springs Park and Ride/ GMF phase 1A expansion project:**

- RFTA staff has submitted all the necessary paperwork to CDOT and the FTA for the project and is waiting for CDOT to issue a notice to proceed (NTP) so that the project can be put out to bid. The continued delays in issuance of the NTP are beginning to concern staff. The most economical time period to bid projects has passed and contractor's calendars are filling up with work. Staff is concerned that if the NTP is delayed much longer that RFTA could see a significant increase the cost of the project. Staff continues to press CDOT daily for a NTP and staff can provide a status update at the Board meeting.

**GMF expansion project:**

- Staff is continuing to work with the Shrewsbury/Iron Horse team to develop the design-build package for the GMF expansion Phase 1 wall and road work. Staff anticipates construction will begin next spring and the project will provide better access to the facility and create the flat space necessary to stage buses for the Grand Avenue Bridge closure and for the construction of the next phases of the GMF facility.

**New Castle Park and Ride:**

- Johnson construction was the lowest bidder for the New Castle Park and Ride at \$618,946.
- Work on the Park and Ride began on April 25<sup>th</sup> with the excavation work to set the grade for the parking lot and to lower the utilities that are too shallow.

**Facilities Updates**

**Glenwood Maintenance Facility:**

- There are no significant items to report

**Carbondale Maintenance facility:**

- There are no significant items to report

**Aspen Maintenance Facility:**

- There are no significant items to report.

**RFTA Bus Stops and Park and Ride Lots:**

- The annual spring cleaning of the BRT stations and park and rides has begun. Facilities staff is beginning to power wash stations and sweep parking lots and pull-throughs. The landscaping irrigation is being turned on and the landscaping is being groomed and readied for summer.

## Facilities, Rail Corridor & Trail Update

### RFTA Employee Housing

- The Main Street apartment complex in Carbondale, a 5 unit complex with 7 beds, is currently at **100%** occupancy.
- The Parker House apartment complex in Carbondale, a 15 unit complex with 23 beds unit, is currently at **100%** occupancy.
- RFTA's allotment of long-term housing at Burlingame in Aspen, consisting of four one-bedroom units, is currently at **100%** occupancy.
- RFTA Permanent employee housing is currently at **100%**.
- RFTA began renting 10 seasonal, 2 bedroom units at the Burlingame apartment complex September 1<sup>st</sup>. On November 30<sup>th</sup> we released two units back to Burlingame and released one additional unit back to Burlingame on February 1<sup>st</sup>. We will release the rest of the seasonal units back to Burlingame effective April 30<sup>th</sup>.

### RFTA Railroad Corridor

**Right-of-Way Land Management Project:** Along with its legal and engineering consultants, RFTA staff is working on completing the following tasks in 2016:

- An update to the 2005 Comprehensive Plan. ***The first document to be updated is the Access Control Plan. This item is on the agenda for a first reading May 12, 2016***
- Once the draft versions of ACP and DG are finalized and approved by the RFTA Board then staff will send out both documents to GOCO, with an updated list of crossings including existing crossings that have not been previously approved, any potential new crossings being proposed currently as well as any new crossings that might be on the horizon, to secure GOCO's approval of the ACP, DG and updated list of crossings. ***A final version of the ACP and DG with all associated documentation will be available on the RFTA website at <http://www.rfta.com/trail-documentation/>***
- With the final version of the ACP accepted by the RFTA Board of Directors, staff will work with the attorneys to review and update the existing templates & formats that RFTA is using for licensing in the Rail Corridor
- The final version of the ACP and DG will also allow staff to finalize a process and fee structure for RFTA that will enable it to have railroad and legal experts review, assess and report on proposed development impacts along the corridor along with recommendations regarding potential mitigation of the impacts that RFTA can provide to permitting jurisdictions
- Once the process for the ACP is complete, the forms and review process has been finalized, staff will begin updating the rest of the Comprehensive Plan, the Recreational Trails Plan and the Executive summary documents to bring back to the RFTA Board for a review and direction
- Staff continues working on issues related to the Federal Grant Right-of-Way areas identified up and down the Railroad Corridor and will provide updates as necessary (Ongoing);
- **Recreational Trails Plan update** – Staff will begin working on the update for the Recreational Trails Plan in June of 2016. Staff will be using the Pitkin County Rio Grande Trail management plan as the starting point for the update and will be inviting the public to participate in this process. As a part of this process staff will be working with the Pitkin County Open Space and Trails team to establish a

permanent location for their 20' trail easement. We will begin providing updates on this process at the July 14<sup>th</sup> RFTA Board meeting

- **8<sup>th</sup> Street Crossing Project by CDOT and the City of Glenwood Springs**—Staff is still working through the logistics of the 8<sup>th</sup> Street temporary process with CDOT and will be bringing back the agreements between RFTA and CDOT to the June 9<sup>th</sup> RFTA Board meeting. RFTA and the City are also working through the design concepts for a permanent grade separated crossing of 8<sup>th</sup> Street. Both of these projects, the temporary and the permanent 8<sup>th</sup> Street crossings are moving fairly smoothly through the process; (*Ongoing*);

### **Rio Grande Trail Update**

- Staff has been actively participating with the Carbondale Creative District, specifically the Wayfinding and Connectivity task force. It is anticipated that this spring some wayfinding signs will be installed in the corridor, directing people to the creative districts and downtown.
- Staff is actively working to beautify the corridor through Carbondale
  - ACRE Narrative Design has created the master plan for the Rio Grande ArtWay! It is on RFTA's website to get public feedback. <http://www.rfta.com/trail-documentation/>
    - Please review the Master Plan and contact Brett with comments
  - We held a public meeting, partnering with CCAH, to inform neighbors and community members
  - Staff secured a Colorado Parks and Wildlife grant to fund a soft-surface trail through Carbondale!
  - We need money for picnic areas, art installations, native landscapes, a Latino Folk Art Garden, and creating a play area for youth
- Staff has been clearing sight lines along the trail by removing tree limbs and brush
- Staff worked with the Procurement Department to sell the tractor and implements
  - We would like to replace the tractor with a different/safer piece of equipment
  - Staff has provided an informational memo to CEO, COO, and Finance
- Staff has been working with the ACES crew on the Rock Bottom Ranch connections to the Rio Grande Trail
- Staff has been coordinating with Pitkin County Open Space and Trails regarding an equestrian/multi-use trail from the Hooks Ln Trailhead to the Glassier Open Space
- Staff has been coordinating a project with RFOV to improve the river access at the Satank Bridge. We have a volunteer day scheduled for August 13! We are hoping to accomplish some smaller projects as well
- Staff has been working with the RFTA Procurement on a scope of work and creating an RFI for a noxious weed control program using grazing goats
- The Trails Department offered the Trails Technician job to Jud Lang from Fort Collins. Jud will begin on May 31