

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

TIME: 8:30 a.m. – 11:30 a.m., Thursday, November 14, 2019

Usual Location: Town Hall (Room 1), 511 Colorado, Carbondale, CO 81623

(This Agenda may change before the meeting.)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	8:30 a.m.
2	Executive Session:			
	A. Paul Taddune, General Counsel: None anticipated at this time.	3.5.2.B.	Executive Session	8:31 a.m.
3	Approval of Minutes: RFTA Board Meeting, October 10, 2019, page 3		Approve	8:45 a.m.
4	Public Comment: Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person)		Public Input	8:50 a.m.
5	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	9:00 a.m.
6	Consent Agenda:			9:10 a.m.
	A. Intergovernmental Agreement Between the City of Glenwood Springs and RFTA to Complete the Grand Avenue Alternatives Analysis – Kurt Ravenschlag, COO, page 8	4.2.5	Approve	
	B. Resolution 2019-25: Authorization to Submit Grant Applications to Fund Design and Construction of the 27 th Street Pedestrian Crossing – David Johnson, Director of Planning, page 9	4.2.5	Approve	
	C. Resolution 2019-26: Authorization to Submit Application for the Consolidated Capital Call for Projects (CCCCP) Transportation Discretionary Grants, Administered by Colorado Department of Transportation (CDOT) – David Johnson, Director of Planning, page 13	4.2.5	Approve	
7	Presentation/Action Items Agenda:			
	A. Riverview Safe Routes to School Partnership Request – Tom Jankovsky, County Commissioner, Garfield County, page 17	4.2.5	Information/ Decision	9:15 a.m.
	B. 2020 Destination 2040 Implementation Plan Overview – Kurt Ravenschlag, COO, page 19	4.2.5	Information/ Direction	9:45 a.m.
	C. Presentation of 3rd Draft of RFTA 2020 Budget – Mike Yang, CFOA and Paul Hamilton, Director of Finance, page 20	2.5	Information/ Direction	10:15 a.m.
	D. Review of RFTA Retirement Benefit Alternatives – Mike Yang, CFAO, page 39	4.2.5	Information/ Direction	10:45 a.m.
	Public Hearing:			
8	A. Resolution 2019-27: RFTA 2019 Supplemental Budget Appropriation – Michael Yang, CFAO, and Paul Hamilton, Director of Finance page 43	4.2.5	Approve	11:05 a.m.
9	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 48	2.8.6	FYI	11:15 a.m.
(Agenda Continued on Next Page)				

	Agenda Item	Policy	Purpose	Est. Time
10	Issues to be Considered at Next Meeting:			
	To Be Determined at November 14, 2019 Meeting	4.3	Meeting Planning	10:20 a.m.
11	Next Meeting: 8:30 a.m. – 11:30 a.m., December 12, 2019 at Carbondale Town Hall	4.3	Meeting Planning	10:25 a.m.
12	Adjournment:		Adjourn	11:30 a.m.

**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
October 10, 2019**

Board Members Present:

Art Riddile, Chairman (Town of New Castle); Dan Richardson (Town of Carbondale); George Newman (Pitkin County); Jacque Whitsitt (Town of Basalt); Jonathan Godes (City of Glenwood Springs); Ann Mullins (City of Aspen)

Voting Alternates Present:

Alyssa Shenk (Town of Snowmass Village)

Non-Voting Alternates Present:

Greg Poschman (Pitkin County); Ward Hauenstein (City of Aspen)

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; Amy Burdick and Abbey Pascoe, Facilities & Trails Department; David Johnson, Planning Department; Paul Hamilton, Director of Finance

Visitors Present:

David Pesnichak (Pitkin County); Crystal Logan (VP Aspen Institute); John Kruger (City of Aspen);

Agenda

Note: Blue Hyperlinks to the October 10, 2019 Board meeting video have been inserted for each Agenda item below. Please view video for additional information.

1. Roll Call:

Art Riddile called the RFTA Board of Directors to order at 8:29 a.m. Riddile declared a quorum to be present (7 member jurisdictions present) and the meeting began at 8:30 a.m.

2. Public Comment:

Riddile asked if any member of the public would like to address the Board or make a comment regarding items not on the October 10, 2019 Board Agenda.

Fred Maylo, a Carbondale resident, stated that he is seeking more ways to encourage climate change. He thanked RFTA for reducing the carbon footprint by utilizing public transit. He requested that RFTA potentially initiate a circulator bus to River Valley Ranch (RVR), to the entrance of the Carbondale Senior Center and to 3rd and Main Street.

Riddile closed Public Comments at 8:38 a.m.

3. Executive Session:

Two Matters – Paul Taddune, General Counsel

1) Pursuant to C.R.S. 24-6-402 4I(I) Determining positions that may be subject to negotiations; developing strategy for negotiations and instruction negotiators: Possible acquisition of Glenwood Springs

Maintenance Operations Center Property; and 2) Pursuant to C.R.S. 24-6-402(4)(b)(1) conferences with an attorney for the public body for the purposes of receiving legal advice on specific legal questions concerning potential and pending litigation: Michael Baker/RocSol Indemnification regarding Sos/Alpine Tire Legal Expenses

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

Staff Present: Dan Blankenship, CEO; Paul Taddune, General Counsel; Michael Yang, CFAO; Kurt Ravenschlag, COO; and Nicole Schoon, Secretary to the Board.

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

No action was taken during the Executive Session. The Executive Session adjourned at 8:44 a.m.

4. Approval of Minutes:

Riddile moved to approve the September 12, 2019 Board Meeting Minutes, and Richardson seconded the motion. The motion was unanimously approved.

5. Items Added to Agenda – Board Member Comments:

Riddile next asked if there were any items that needed to be added to the Board meeting Agenda.

Whitsitt moved to approve a Letter of Settlement Agreement to Michael Baker/RocSol for the Sos/Alpine Tire legal expenses, Richardson seconded the motion. The motion was unanimously approved.

Riddile asked if any Board member had comments or questions regarding issues not on the Board meeting Agenda.

Richardson stated that Carbondale dedicated its new ArtWay Arch on the Rio Grande Trail, and thanked Brett Meredith, RFTA Trail Manager, for all of his time and energy spent helping complete the Arch.

Ann Mullins stated that Bethel Plaza, in Glenwood Springs, was opened and a celebration was had.

George Newman reminded the Board that the Rio Grande Trail will close the Rock Bottom Ranch section soon.

Riddile closed Board comments at 8:57 a.m.

6. Consent Agenda:

A. Letter of Agreement between RFTA and Aspen Skiing Company for Service Level Increase – Michael Yang, CFAO

ASC has requested RFTA to provide additional direct shuttle service between the Brush Creek Park and Ride, the Buttermilk Ski Area, and the Highlands Ski Area.

Starting December 20, 2019 through April 5, 2020, the new “Flyer” service will serve three (3) stops: Brush Creek Park and Ride, Buttermilk Bus Stop on SH82, and Aspen Highlands. The head sign on the buses will read: Flyer. This service will run continuous loops every 20 minutes during peak hours and every 40 minutes during midday. The Flyer will depart Brush Creek Park and Ride every 20 minutes from 7:30 a.m. to 11:10 a.m. and 1:50 p.m. to 5:10 p.m., and every 40 minutes from 11:10 a.m. to 1:50 p.m. To return to Brush Creek Park and Ride from Aspen Highlands or Buttermilk, the Flyer will depart Highlands every 20 minutes from 7:50 a.m. to 11:30 a.m. and 2:10 p.m. to 5:30 p.m., and every 40 minutes from 11:30 a.m. to 2:10 p.m. The Flyer will drop off or pick up at the Buttermilk Bus Stop along SH82, not at the base of Buttermilk Mountain.

For each day of service, the Flyer schedule requires two (2) buses, to run a total estimate of 19 hours and 40 minutes and a total estimate of 352 miles.

The estimated fully allocated cost for the new Flyer service is approximately \$323,032 for RFTA’s 2020 budget year based on preliminary 2020 budgeted cost factors.

Due to the increased amount for the new Flyer service, ASC has requested that alternate options also be looked at, therefore, the Letter of Agreement will reflect ASC final decision.

Jonathan Godes moved to approve the Letter of Agreement between RFTA and Aspen Skiing Company for Service Level Increase, and Richardson seconded the motion. The motion was unanimously approved.

7. **Presentation Items:**

A. Aspen Community Forum: Upper Valley Mobility Report – Cristal Logan, Vice President, the Aspen Institute

In the spring of 2016, the Aspen institute began hosting the Aspen Community Forum, which focused on mobility challenges in the upper Roaring Fork Valley related to severe automobile congestion, and possible strategies and solutions that could be developed to address them.

In September 2017, the Upper Valley Mobility Report (UVMR) created by the Aspen Community Forum was released, which proposed an Integrated Mobility System (IMS) consisting of:

- a. Ride-sharing application
- b. Ride hailing
- c. Congestion reduction measures (road pricing and parking fees)
- d. HOV lane enforcement; and
- e. Phased improvements to RFTA’s BRT system.

There is significant alignment between RFTA’s Destination 2040 Plan, RFTA’s Strategic Plan Accessibility and Mobility Outcome, and the UVMR’s IMS. The Aspen Community Forum is recommending that the EOTC and RFTA, CDOT, and other community partners in the region pursue ways to refine and implement elements of the IMS on a regional basis.

To this end, the Aspen Community Forum is requesting that RFTA and the EOTC take a lead role in pursuing CDOT and other grant funding to further analyze the IMS strategies to determine how best to move forward with implementation of them. RFTA can apply for CDOT planning grants and, with Board authorization, provide matching funds and staff time to support this effort. The RFTA Board appeared to generally be supportive of this request.

B. Presentation of 2nd Draft of RFTA 2020 Budget – Mike Yang, CFAO and Paul Hamilton, Director of Finance

Changes to the 2nd Draft 2020 Budget were highlighted by Mike Yang, which included:

- Hours increased from a projected amount of 329,125 hours in 2019 to a budgeted amount of 347,575 hours in 2020.
- Mileage increased from a projected amount of 5,507,000 miles in 2019 to a budgeted amount of 5,807,000 miles in 2020
- The preliminary overall sales tax estimate is approximately flat compared to the 2019 forecast.
- Preliminary sales tax revenues increase by jurisdictions:
 - Aspen – 2.1%
 - Basalt – 1.5%
 - Carbondale – 1.75%
 - Glenwood Springs – 2.0%
 - Eagle County – 0.0%
 - New Castle – 3.0%
 - Pitkin County – (2.0%)
 - Snowmass Village – 0.0%
- Use tax reflects a decrease of approximately 37% under the 2019 forecast.
- Increase in property tax revenues is approximately 29% over the 2019 forecast.
- Preliminary property tax revenues increases:
 - Pitkin County – 10.6%
 - Eagle County – 6.1%
 - Garfield County – 9.3%
- Increase in transit fares: 1.5%
- The cost of health care continue to rise, RFTA's County Health Pool renewal rates reflect a 4% increase in health insurance premiums with no change to Dental and Vision. Based on the review of the benefits survey results conducted by Employers Council, Staff plans to keep the employees' share of the single coverage the same and to increase the employer share of the dependent coverage premiums as shown in the chart below to remain competitive with the market. Dental and vision rates remain unchanged. The estimated budget impact is approximately \$245,000 or slightly over 8%.
- As part of the compensation review, a market survey was completed in September for all positions, with the exception of bus operators, whose compensation is tied to their labor contract, which reflects scheduled pay increases. In general, the results indicate that the market average increased for almost all pay grades; however, not all grades moved at the same rate. Additional considerations were given for hard-to-recruit (HTR) positions. Staff has discussed and reviewed the market survey results and recommends adjusting compensation and the merit increase accordingly in order to remain competitive with the market.
- Based on the market survey results, which are obtained every two years, the budget reflects the assumptions in the following order:
 - New minimum adjustments at the first full payroll of the year.
 - Market adjustments to salary grades generally used a tiered approach (1% to 5%) at the first full payroll of the year. The average increase is estimated to be approximately 2.5% resulting in an additional cost of \$260,000.
 - For "hard-to-recruit" (HTR) positions identified by management in the Vehicle Maintenance, Facilities, and IT Departments, market adjustments were applied differently based on the grade movement (1% to 11%) of each position at the first

full payroll of the year. The average increase for HTR positions is estimated to be approximately 5% resulting in an additional cost of \$185,000.

- For positions outside of the CBU, the budget assumes a merit increase of up to 4% effective at each employee's annual performance review date, resulting in an additional cost of \$262,000.
- Approximately \$11,684,000 of capital outlay has been budgeted:
- 341.2 full-time employees compared to 317.1 budgeted in 2019.

7. **Information/Updates:**

A. **CEO Report** – Dan Blankenship, CEO

Art Riddile, Jeanne McQueeney, Nick Senn, and Dan Blankenship traveled to Washington DC September 16 – 18 to share information about RFTA's BUILD Grant application and GMF expansion plans with RFTA's Congressional Delegation and U.S. Department of Transportation officials. Although RFTA is well respected and its BUILD grant application has significant merit, there are approximately \$10 billion in requests for \$900 million in BUILD grant funding. RFTA was advised to continue its advocacy effort at the State and Federal levels in order to elevate awareness of RFTA's BUILD grant application to Elaine Chao, Secretary of Transportation, and other senior USDOT officials.

RFTA has received 4 Battery Electric Buses (BEB's), and the remaining 4 are expected to be delivered by first week of November. Commissioning and training will occur Sept - November with buses planned to be in revenue service late November 2019

8. **Issues to be Considered at Next Meeting:**

9. **Next Meeting:** 8:30 a.m. – 11:30 a.m., November 14, 2019, Carbondale Town Hall, Room 1

10. **Adjournment:**

Newman moved to adjourn from the October 10, 2019 RFTA Board meeting, and Riddile seconded the motion. The motion was unanimously approved.

The October 10, 2019 RFTA Board Meeting adjourned at 10:31 a.m.

The October 10, 2019 Board meeting was directly followed by a Battery Electric Bus Inspection and a brief ride.

Respectfully Submitted:

Nicole R. Schoon

Secretary to the RFTA Board of Directors

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

Meeting Date:	November 14, 2019						
Subject:	Intergovernmental Agreement Between the City Of Glenwood Springs and the Roaring Fork Transportation Authority to Complete the Grand Avenue Alternatives Analysis						
Strategic Outcome:	Accessibility and Mobility						
Strategic Objective:	2.2 Trail and Transit Users Move Safely, Quickly and Efficiently						
Presented By:	Kurt Ravenschlag						
Staff Recommends:	Staff Recommends Approval of IGA between RFTA and City of Glenwood Springs						
Executive Summary:	The City and RFTA desire to enter into an <i>Intergovernmental Agreement</i> (hereinafter “IGA”) establishing and acknowledging funding, roles and responsibilities for the oversight, planning, and conceptual design of the Grand Avenue Alternates Analysis.						
Background/ Discussion:	<p>RFTA and the City of Glenwood Springs are working to develop a long-term vision and program for transportation within and through Glenwood Springs, focusing on the I-70 and SH-82 corridors, recognizing the transportation, land use, environmental, economic and social needs of the City and the region. The study will investigate various aspects of mobility for the City, including but not limited to transit, parking, and internal circulation. Overall project goals include:</p> <ul style="list-style-type: none"> • Ensuring mobility and accessibility for residents, visitors and workers of all ages and abilities; • Improving safety for all modes of travel; • Creating a balanced, safe and affordable system for transit, autos, bikes and pedestrians; • Identifying SH82 optimization strategies for local and regional transit; • Identifying vehicle parking needs, parking management optimization plans, and the optimal scope and location for future parking facilities; • Identifying the optimal location(s) for regional and local transit stations; • Evaluating the extension of BRT or other mass transit solutions to downtown Glenwood Springs and transit connections to the I-70 corridor for future potential BRT; • Evaluating future changes to the local transit system, based on projected land use, population, and economic development; and • Maximizing the operational safety and efficiency of key intersections in the City's downtown core. 						
Governance Policy:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).						
Fiscal Implications:	<p>The IGA between RFTA and Glenwood Springs identifies the share of expenses between the two entities to conduct the Grand Avenue Alternatives Analysis as follows:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: right;">RFTA</td> <td style="text-align: right;">\$368,783.58</td> </tr> <tr> <td style="text-align: right;"><u>City</u></td> <td style="text-align: right;"><u>\$241,000.00</u></td> </tr> <tr> <td style="text-align: right;">Total Funding</td> <td style="text-align: right;">\$609,783.58</td> </tr> </table>	RFTA	\$368,783.58	<u>City</u>	<u>\$241,000.00</u>	Total Funding	\$609,783.58
RFTA	\$368,783.58						
<u>City</u>	<u>\$241,000.00</u>						
Total Funding	\$609,783.58						
Attachments:	Please see “RFTA Glenwood Springs_IGA.pdf,” included in the November 2019 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda packet.						

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

Meeting Date:	November 14, 2019
Agenda Item:	Resolution 2019-25: Authorization to Submit Grant Applications to Fund Design and Construction of the 27th Street Pedestrian Crossing
Strategic Outcome	Financial Sustainability
Strategic Objective:	4.4: Pursue financing opportunities to deliver better service and complete future capital projects
Presented By:	David Johnson, Director of Planning
Staff Recommends	Authorize RFTA to submit various grant applications to support design and construction of the 27 th Street pedestrian crossing in Glenwood Springs. Authorize RFTA to commit local matching funds to these grants, not to exceed \$4.3 million in matching funds, as committed to in the Destination 2040 Plan.
Executive Summary	<p>Construction of this crossing is a high priority for RFTA, the City of Glenwood Springs and for the region. It was programmed for 50% funding in the Destination 2040 plan; RFTA committed to funding the remainder of the project through grants and partnerships.</p> <p>RFTA is currently in the early design process. The current cost estimate for constructing a crossing of SH82 and a crossing of 27th Street is about \$8 million to \$10 million. RFTA intends to commit up to \$4.3 million from funds derived from the 2.65 mill property tax levy, as it committed to voters during the Destination 2040 process. RFTA has the unique opportunity to solicit the remaining funding, approximately \$4.3 million, from the following sources for design and construction:</p> <ol style="list-style-type: none"> 1. Transportation Alternatives Program (TAP) 2. CDOT Multimodal Options Funds 3. CDOT Regional Priority Projects Funding 4. Garfield County Federal Mineral Lease District 5. City of Glenwood Springs <p>RFTA requests authorization to submit grant proposals, for various amounts of funding from these sources, to support design and construction of the project. Local matching funds for these grants, estimated to be a minimum of 0% and a maximum of 50% for each grant, will come from the \$4.3 million in mill levy-backed funds already committed to this project.</p>

Background/Discussion	<p>Construction of the 27th Street Pedestrian Crossing is a high priority for RFTA, for the City of Glenwood Springs, and for the region. The need for this crossing has been well-documented since 2011 or earlier, when Fehr and Peers conducted a study, commissioned by CDOT, to investigate and prioritize safety, geometric, and operational characteristics of 47 intersections within Region 3. The 27th Street intersection ranked as the 3rd highest priority intersection for improvements in the 4-county Intermountain Region.</p> <p>Since 2011, the 2nd highest priority intersection (SH82 at Basalt Avenue) was addressed, making 27th Street the likely 2nd highest priority in the region (absent further studies).</p> <p>In 2011, Fehr and Peers noted that ADT on SH82 was 26,000, the 27th Street intersection provided access to high density businesses and residential, and to the school district's bus barn. According to a separate, RFTA-commissioned study (never finalized), approximately 32 pedestrians and 17 bicyclists crossed SH82 at 27th Street during the AM or PM peak hour in winter 2010.</p> <p>Fehr and Peers' long-term recommend improvements include a grade-separated bicycle and pedestrian tunnel. Since the completion of its study, SH82 ADT has increased, and the intersection now serves the RFTA BRT station, constructed in 2013. The 27th Street station is RFTA 7th-8th highest ridership stop, serving an estimated 800-1,000 boardings and alightings per day.</p> <p>Between 2013 and 2017, 22 total pedestrian crashes and 17 bicycle crashes occurred within the city limits, resulting in 1 fatality and 34 injuries." One of those accidents occurred at the 27th street intersection in 2017; and, in 2018, a bicyclist was killed crossing Old Highway 82 at 27th Street. Grade separated crossings at 27th street will help address safety issues and improve the efficiency of the roadways at this intersections.</p>
Governance Policy:	RFTA Board Governing Policy 4.2.5 states, "The Board will approve RFTA's annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy)."
Fiscal Implications:	RFTA has committed to spending up to \$4.3 million on design and construction of this project. Total project cost estimate is currently about \$8 million to \$10 million. Project costs will be refined as the project progresses.
Attachments:	Yes, please see Resolution 2019-25, below.

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2019-25**

**Authorization to Submit Grant Applications to Fund Design and Construction of the 27th Street
Pedestrian Crossing**

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, the Roaring Fork Transportation Authority (RFTA) is a political subdivision of the State of Colorado, and therefore an eligible applicant for grants from Federal, State and local sources; and

WHEREAS, RFTA will submit Grant Applications for design and construction of the 27th Street Pedestrian Crossing in Glenwood Springs from the following definite and potential sources:

- CDOT Multimodal Options Fund:
- CDOT Regional Priority Projects Funds
- Transportation Alternatives Program
- Garfield County Federal Mineral Lease District

RFTA will commit up to \$4.3 million local matching funds (using bonds and/or cash reserves backed by RFTA’s 2.65 mill property tax mill levy), depending upon updated cost estimates and upon matching requirements of funding secured.

NOW, THEREFORE, BE IT RESOLVED BY THE RFTA BOARD OF DIRECTORS THAT:

1. The above recitals are hereby incorporated as findings by the RFTA Board of Directors.
2. The RFTA Board of Directors strongly supports the Grant Applications to be submitted by RFTA and it will appropriate matching funds, if awarded.
3. If the grant is awarded, the RFTA Board of Directors strongly supports the completion of the project.
4. The Board of Directors of RFTA authorizes the expenditure of funds necessary to meet the terms and obligations of any grant awarded pursuant to any Grant Agreements.
5. The RTC facility will be owned by RFTA and will be maintained and operated by RFTA for the next 30 years. The RFTA Board of Directors will continue to maintain the facility in a State of Good Repair and will appropriate funds on an annual basis for routine maintenance.
6. If grants are awarded, the RFTA Board of Directors hereby authorizes the CEO to execute Grant Agreements.

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 14th day of November, 2019.

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

By: _____
Arthur Riddile, Chair

I, the Secretary of the Board of Directors (the “Board”) of the Roaring Fork Transportation Authority (the “Authority”) do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on November 14, 2019; (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 November, 2019.

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

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

Meeting Date:	November 14, 2019
Agenda Item:	Resolution 2019-26: Authorization to Submit Application for the Consolidated Capital Call for Projects (CCCP) Transportation Discretionary Grants, Administered by Colorado Department of Transportation (CDOT)
Strategic Outcome	Financial Sustainability
Strategic Objective:	4.4: Pursue financing opportunities to deliver better service and complete future capital projects
Presented By:	David Johnson, Director of Planning
Staff Recommends	Authorize RFTA to submit a CCCP grant application for construction of specific elements of the RFTA Regional Transit Center (RTC) renovation and expansion: Site grading, internal roadway realignment, and building demolition, requesting a total award of \$3,720,000, with a local match commitment of up to \$744,000 (using bonds and/or cash reserves backed by RFTA’s 2.65 mill property tax mill levy), depending upon the final grant award.
Executive Summary	<p>The GMF must be renovated and expanded to meet today’s realities and to help RFTA grow and adapt to future needs.</p> <p>During the Destination 2040 Plan, and Ballot Issue 7A, RFTA committed to funding \$15 million of the roughly \$30 million facility expansion’s estimated project cost, and that approximately \$15 million would come from grant sources. Absent a significant amount of one-time grant funds, such as a BUILD grant, RFTA must build this project incrementally with smaller grants.</p> <p>RFTA intends to apply for \$2,976,000 in CCCP grant funds to construct a logical, incremental portion of this larger project: Grading, demolition and roadway realignment at the GMF. Total project cost is estimated to be \$3,720,000. RFTA will commit local funding of 20% of the project cost, or \$744,000.</p>

Background/Discussion	<p>The Glenwood Springs Maintenance Facility was constructed in 2002, and intended to be a small satellite facility with an operational capacity of 34 buses. Since 2002, RFTA has expanded its scope of ridership and services significantly. The GMF is now the cornerstone of RFTA's operations and maintenance, and will grow in that role over the next 20 years, and expand its array of services. In 2002, most buses were industrial workhorse people-movers; today, they have an array of complicated electrics and operate on multiple propulsion technologies, including diesel (with ultra-low emission engines), GNG and battery-electric.</p> <p>The GMF must be renovated and expanded to meet today's realities and to help RFTA grow and adapt to future needs.</p> <p>During the Destination 2040 Plan, and Ballot Issue 7A, RFTA committed to funding \$15 million of the roughly \$30 million facility expansion's estimated project cost, and that approximately \$15 million would come from grant sources. Statewide Proposition 110, which was turned down by voters, would have provided the other \$15 million.</p> <p>RFTA recently applied for approximately \$8 million in grant funds through the USDOT BUILD grant program. On November 7, RFTA was notified that it was not awarded funding. RFTA must phase this project incrementally with smaller grants.</p> <p>RFTA intends to apply for \$2,976,000 in CCCP grant funds to construct a logical, incremental portion of the entire project, with a total estimated cost of roughly \$3.72 million.</p>
Governance Policy:	RFTA Board Governing Policy 4.2.5 states, "The Board will approve RFTA's annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy)."
Fiscal Implications:	RFTA has committed to spending up to \$15 million on the GMF renovation and expansion. RFTA will commit 20% matching funds, or \$744,000 to this roughly \$3 million grant proposal.
Attachments:	Yes, please see Resolution 2019-26, below.

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2019-26**

**Authorization to Submit Application for the Consolidated Capital Call for Projects (CCCP)
Transportation Discretionary Grants, Administered by Colorado Department of Transportation (CDOT)**

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, the Roaring Fork Transportation Authority (RFTA) is a political subdivision of the State of Colorado, and therefore an eligible applicant for grants awarded by Federal and State sources, including CDOT; and

WHEREAS, RFTA will submit a Grant Application for construction of specific elements of the **RFTA Regional Transit Center (RTC) renovation and expansion**, including site grading, internal roadway realignment, and building demolition, requesting a total grant award of **\$2,976,000**, with a local match commitment of up to \$744,000 (using bonds and/or cash reserves backed by RFTA’s 2.65 mill property tax mill levy), depending upon the final grant award.

NOW, THEREFORE, BE IT RESOLVED BY THE RFTA BOARD OF DIRECTORS THAT:

7. The above recitals are hereby incorporated as findings by the RFTA Board of Directors.
8. The RFTA Board of Directors strongly supports the Grant Application submitted by RFTA and it will appropriate matching funds, if awarded.
9. If the grant is awarded, the RFTA Board of Directors strongly supports the completion of the project.
10. The Board of Directors of RFTA authorizes the expenditure of funds necessary to meet the terms and obligations of any grant awarded pursuant to a Grant Agreement with CDOT.
11. The RTC facility will be owned by RFTA and will be maintained and operated by RFTA for the next 30 years. The RFTA Board of Directors will continue to maintain the facility in a State of Good Repair and will appropriate funds on an annual basis for routine maintenance.
12. If a grant is awarded, the RFTA Board of Directors hereby authorizes the CEO to execute a Grant Agreement with CDOT.

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 14th day of November, 2019.

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

By: _____
Arthur Riddile, Chair

I, the Secretary of the Board of Directors (the “Board”) of the Roaring Fork Transportation Authority (the “Authority”) do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on November 14, 2019; (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 November, 2019.

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

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

Meeting Date:	November 14, 2019
Subject:	Riverview Safe Routes to School Project
Strategic Outcome:	Accessibility and Mobility
Strategic Objective:	2.6: Identify and Reduce Barriers to Riding Transit and Accessing Trails
Presented By:	Tom Jankovsky, County Commissioner, Garfield County Angela M Henderson, Assistant Director, Project Management and Facility Operations
Staff Recommends:	Approve as Requested Approve with Modifications
Executive Summary:	The new Riverview School, located out on CR154, near the new FedEx facility, draws students, parents and faculty from South Glenwood Springs and the Ironbridge, Westbank and Westbank Mesa neighborhoods. In December of 2017, RFTA licensed and allowed the Roaring Fork School District (RFSD) to install a connection from the north end of the school up to the Rio Grande Trail to provide direct access for the students, parents and faculty commuting from the Glenwood Springs area to Riverview. Since that time, RFTA staff has also been participating in a process led by the RFSD and Garfield County to create a similar access for the students, parents and faculty commuting from the Ironbridge, Westbank and Westbank Mesa neighborhoods, southwest of Riverview. This has proven much more challenging because of the topography and existing road infrastructure in this area. However, a conceptual plan has been developed, that includes improved trail and pedestrian access from each of the neighborhoods; and allows for an ADA connection up to the Rio Grande Trail.
Background/ Discussion:	<ul style="list-style-type: none"> • In 2016/2017, the RFSD built a new elementary/middle school on County Road 154, near the new FedEx facility building. (see Exhibit A- Riverview area, in the “Safe Route to School Memo to RFTA.pdf,” included in the November 2019 Board Meeting Portfolio.pdf) • As a part of the construction project, the RFSD requested that RFTA allow and license a connection to the Rio Grande Trail on the north side of the school. This connection was installed during the construction of the school. This connection provides direct access to the school for students, parents and faculty commuting from the South Glenwood area. • After the school opened, neighbors from the southwest neighborhoods, Ironbridge, Westbank and Westbank Mesa expressed concerns about safely commuting along CR 109/CR 154 from their various neighborhoods to Riverview. There are no sidewalks or trail connections from their neighborhoods to the school and a very steep grade from CR 154 up to Rio Grande Trail. As a result, people from this area are forced to use the road shoulders and to cross a busy road to gain access to Riverview. • A consultant was hired to develop a safe pedestrian access, with a connection up to the Rio Grande Trail, if feasible. A conceptual pedestrian connection has been developed and is being presented here today for your review, approval and/or direction. • For additional background pertinent to this connection, there are two neighborhoods near the RFTA owned portion of the Rio Grande Trail that RFTA staff has been looking at, to create better direct connections; they include the Ironbridge, Westbank

	<p>and Westbank Mesa neighborhoods, and the El Jebel/Basalt neighborhood near the Crown Mountain Park area.</p> <ul style="list-style-type: none"> • The Ironbridge/Westbank area has been challenging due to the topography and the private property ownership in this area. The El Jebel/Basalt area is challenging because of the need to secure access from the Crown Mountain park area, through some private property parcels and across the river to connect somewhere near ACES at Rock Bottom Ranch. Both areas have challenges that complicate RFTA’s ability to create connections. • Because of the desire to provide students, parents and faculty with a safe pedestrian connection to Riverview, Garfield County, in partnership with the Roaring Fork School district, have committed to funding the majority of this project, connecting not just the students, parents and faculty to the Rio Grande Trail, but everyone living in this area to the Rio Grande Trail. This project will benefit the school users and Rio Grande Trail users in this area. Garfield County and the RFSD are here today seeking the RFTA Boards support for this project and requesting that the RFTA board partner on this project by: <ul style="list-style-type: none"> ○ Allowing the construction of an 1140ft. ADA asphalt trail connection inside the RFTA Railroad Corridor from CR154 up to the Rio Grande Trail. Sopris Engineering has been hired to take the concept to final design for all of the various elements of this project, including the ADA trail connection. ○ Once the new trail section is built, assuming ownership and ongoing maintenance responsibility of the new trail connection. ○ Working jointly with Garfield County to file an application to the PUC for installation of two flashing, audible (solar), pedestrian crossing lights where the Rio Grande Trail crosses CR154. ○ Purchasing and installing two additional sets of flashing, audible, (solar) pedestrian light systems for two additional intersections. One set where the Ironbridge trail will cross from CR154, east of the CR109 intersection to connect to a newly refurbished Hardwick pedestrian bridge and one set at the Westbank Road intersection, to get students safely from the Ironbridge trail system, across the street to the Westbank neighborhood, and maintaining the two additional systems in perpetuity. ○ Allowing Garfield County forces to assist RFTA with clearing the sightlines around this skewed trail crossing, giving drivers a better view of trail users and more response time to stop for trail users crossing in this location. ○ Development of an agreement with Garfield County that outlines this partnership and provides some level of assurance that this new trail connection will stay in place until such time as RFTA requires use of the Railroad Corridor for some form of transit use. • Staff is recommending support for this project because it helps RFTA and the RFSD safely connect a disconnected neighborhood to the Rio Grande Trail system, giving our users and the school users a safe pedestrian alternative. • Staff would prefer not to accept the responsibility for maintaining the two pedestrian light systems that would be somewhat removed from the Rio Grande corridor.
Governance Policy:	End Policy 1.2: Accessibility and Mobility: RFTA will provide accessible, effective and easy to use mobility options that connect our region, for all user types.
Fiscal Implications:	<ol style="list-style-type: none"> 1. Approximately \$80,000.00 for installation of two sets of pedestrian light systems, and associated costs. 2. Ongoing maintenance costs for maintaining the additional 1140’ asphalt trail connection
Attachments:	Please see “Safe Routes to School Memo to RFTA.pdf,” included in the November 2019 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda packet.

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

Meeting Date:	November 14, 2019
Subject:	RFTA Destination 2040 Update
Strategic Outcome:	1.0 Safe Customers, Workforce and General Public 2.0 Accessibility and Mobility 5.0 Satisfied Customers 6.0 Environmental Sustainability
Strategic Objective:	1.1 Customers are safe at RFTA facilities and riding RFTA services 1.2 The Public is safe and comfortable using the RIO Grande trail 2.2 Trail and Transit Users Move Safely, Quickly and Efficiently 2.3 Increase Alternative Mode splits throughout region 2.4 Provide increased first and last mile options for customers throughout service area 2.6 Identify and reduce barriers to riding transit and accessing trails 2.7 Provide convenient connections to key activity centers in service area 5.1 Transit and trail experiences are enjoyable 5.3 Leverage technology to enhance customer experience 5.4 Provide easy, modern, and reliable services 5.7 Provide clean and well maintained facilities, trails and equipment 6.1 Trail and transit users enjoy environmentally friendly equipment and facilities
Presented By:	Kurt Ravenschlag, RFTA Chief Operating Officer
Staff Recommends:	Staff recommends the board to provide any feedback and questions to staff.
Executive Summary:	With the approval of RFTA’s first property tax in November 2018 to support RFTA Destination 2040, staff will be providing regular updates to the board and public regarding implementation progress and future plans. The board and public can also stay up to date with Destination 2040 at www.RFTA.com/2040roadmap .
Background/ Discussion:	<p>RFTA first started assessing regional transit/transportation needs in 2016 via the Integrated Transportation System Plan (ITSP) and Upper Valley Mobility Study (UVMS). In 2018, the ITSP planning process catalyzed a new public-friendly regional improvements package, branded as Destination 2040: Our Future Rides on RFTA. The RFTA Board and staff, equipped with targeted polling and survey data, agreed to refer a 2.65 mill levy property tax question to regional voters in RFTA’s eight member jurisdictions. On November 6, 2018, eligible voters approved Ballot Question 7A with 11,364 votes in favor and 10,362 votes against; an approval margin of 52 to 48 percent. As RFTA’s first property tax revenue, the new revenue will add an estimated \$9 million to RFTA’s annual budget of \$42 million.</p> <p>The additional property tax revenue will help RFTA maintain and improve its services, infrastructure, and equipment, while reducing its reliance on inadequate and uncertain State and Federal grants. RFTA is confident that that Authority is now more resilient and better equipped to keep pace with current and future population and traffic growth estimates.</p>
Governance Policy:	RFTA Board Governing 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 2020 RFTA Budget includes items related to advancing various Destination 2040 Projects.
Attachments:	Please see “111419_Destination 2040 Update.pdf” included in the November 2019 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the RFTA Board Meeting Agenda packet.

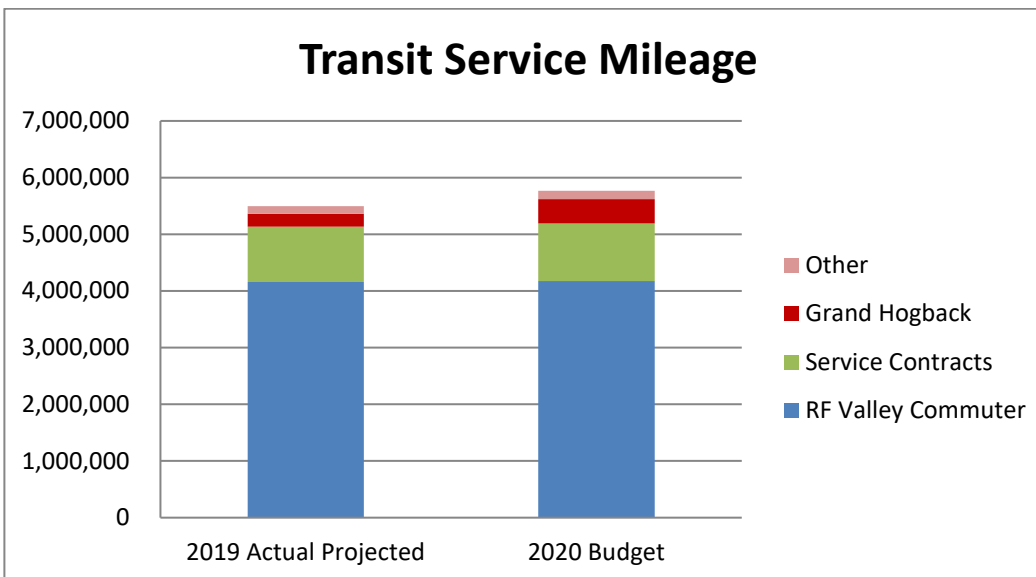
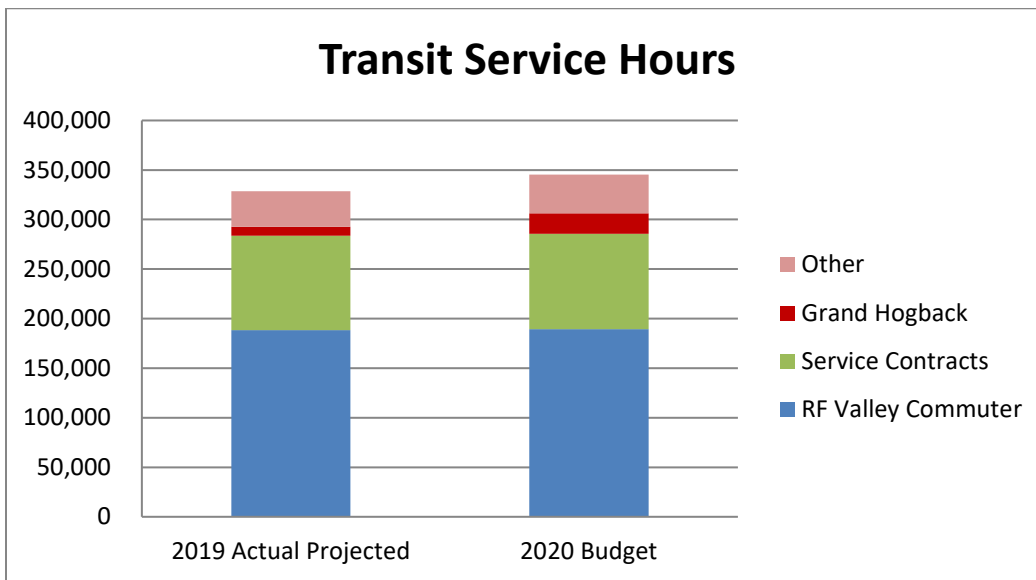
**RFTA BOARD OF DIRECTORS MEETING
PRESENTATIONS/ACTION AGENDA SUMMARY ITEM # 7. C.**

Meeting Date:	November 14, 2019
Subject:	Presentation of 3 rd Draft of RFTA 2020 Budget
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
Staff Recommends:	Approval of 2020 Budget priorities, revenue and expenditure assumptions.
Executive Summary:	<p>This 3rd draft of the 2020 budget reflects revised estimates and other items based on new information made available since last month. The budget is a work-in-progress and will be refined in November as more actual expenditure and revenue data become available, which can affect the General Fund's current forecast for 2019. The specific items that we anticipate to update include, but may not be limited to, the following:</p> <ol style="list-style-type: none"> 1. Property Tax revenues based on final certification of assessed values 2. Corporate Insurance based on new information on premium estimates anticipated to be received later in November 3. Sales and Use tax revenue forecast for 2019 based on one additional month of actual data, which could affect the 2020 estimates. <p>The 3rd draft of the budget will be presented in the following order (with updates highlighted in yellow):</p> <ol style="list-style-type: none"> 1. Services 2. Challenges, Issues, and Opportunities 3. Consolidated Financial Overview 4. Estimated Revenue Composition and Assumptions 5. Budgeted Expenditures by Program/Department and Assumptions 6. Budgeted Other Financing Sources/Uses 7. Staffing 8. Major Goals 9. Fund Balance 10. Background information
Background/ Discussion:	At the August 2019 Board meeting, staff presented the 2020 budget initiatives, assumptions and issues. The 1 st draft of the 2020 budget was presented at the September 2019 Board meeting. The 2 nd draft of the 2020 budget was presented at the October 2019 Board meeting.
Governance Policy:	2.5: Financial Planning/Budgeting policy states: "Financial planning for any fiscal year or the remaining part of any fiscal years may not deviate materially from the Board's Ends priorities, risk fiscal jeopardy, or fail to be derived from a multi-year strategic plan."
Fiscal Implications:	Limited resources will require prioritization of Authority projects; revenue and expenditures assumptions could affect Fund balance.
Attachments:	Yes, please see 2020 3 rd Draft Budget presentation on the following pages.

2020 RFTA BUDGET – 3rd DRAFT PRESENTATION

1. Services

- The budget assumes status quo service levels with updates for seasonal changes. The 2020 calendar year contains the first full year of additional 30-minute New Castle service (part of Destination 2040), is a leap-year, and contains the new Flyer service Brush Creek to Aspen Highlands skier shuttle as part of the contracted services with the Aspen Skiing Company (Note that the service level decreased from daily to weekends only).
- The 2020 calendar year also includes increased transit service hours and miles from 2019 to 2020. Hours increased from a projected amount of 328,570 hours in 2019 to a budgeted amount of 345,480 hours in 2020, which is a 5.1% increase. Mileage increased from a projected amount of 5,494,000 miles in 2019 to a budgeted amount of 5,766,000 miles in 2020, which is a 5.0% increase.



2. Challenges, Issues and Opportunities

- As the Authority's primary funding mechanism, **Sales and Use tax** revenues can be volatile and growth can vary among our eight member jurisdictions.
 - The Authority relies on each member jurisdiction's Finance Department's assumptions and trend analysis for estimate preparation. Staff corresponded with each Finance Department to obtain their sales tax estimate for 2020. Of the eight jurisdictions, staff has heard back from all member jurisdictions. There is general caution of a potential slowdown in the economy as evidenced by the information received. As a result, the preliminary overall sales tax estimate is approximately flat compared to the 2019 forecast.
 - Use tax reflects a decrease of approximately 37% under the 2019 forecast which represents a portion collected from a single taxpayer and an estimate of the potential impacts from HB19-1240. Staff will maintain a conservative approach and refrain from including the use tax collected from this single taxpayer in our use tax estimates.
- With respect to **Property tax** revenues, the temporary tax credit of 0.401 mill applied in the initial year of RFTA's new 2.65 mill levy is scheduled to end on December 31st. For the 2019 tax year, with collections in 2020, the full 2.65 mill levy and a 7.15% residential assessment rate is assumed in the 2020 budget. In addition, 2019 is a reassessment year in which the various Assessors inform all property owners of their new value for the 2019 tax year. Staff corresponded with the Assessors in Pitkin, Eagle, and Garfield Counties to obtain preliminary assessed valuations. As a result, the preliminary increase in property tax revenues is approximately 29% over the 2019 forecast. Staff will continue to work with the Assessors to obtain final assessed valuations within RFTA's district.
- **Transit fuel** prices are known to be volatile. For 2019, management obtained fixed price transit diesel fuel contracts to manage the volatility normally associated with fuel prices. In April 2019, transit diesel contracts were entered into for 2020 fuel pricing and reflects a 10% decrease in the weighted average price per gallon. Our current CNG pricing is assumed in our budget preparations.
- While the cost of **health care** continue to rise, RFTA's County Health Pool renewal rates reflect a 4% increase in health insurance premiums with no change to Dental and Vision. Based on the review of the benefits survey results conducted by Employers Council, Staff plans to keep the employees' share of the single coverage the same and to increase the employer share of the dependent coverage premiums as shown in the chart below to remain competitive with the market. Dental and vision rates remain unchanged. The estimated budget impact is approximately \$245,000 or slightly over 8%.

<i>Employer (RFTA) Contribution</i>	CHP - Current (2019)		CHP - Renewal (2020)	
	B2000 PPO	HDHP 2500	B2000 PPO	HDHP 2500
Employee Only	96%	100%	96%	100%
Employee + 1	76%	76%	80%	80%
Employee + Family	71%	71%	80%	80%

- Historically, the high cost of living in the Roaring Fork Valley has negatively affected the Authority's ability to hire and retain qualified personnel. Management continues to review and refine the Authority's **compensation** package with respect to wages, incentive programs and benefit enhancements, including employee housing, in order to remain competitive in the local job market. As part of the compensation review, a market survey was completed in September for all positions, with the exception of bus operators, whose compensation is tied to their labor contract, which reflects scheduled pay increases. In general, the results indicate that the market average increased for almost all pay grades; however, not all grades moved at the same rate. Additional considerations were given for hard-to-recruit (HTR) positions. Staff has discussed and reviewed the market survey results and recommends adjusting compensation and the merit increase according in order to remain competitive with the market.

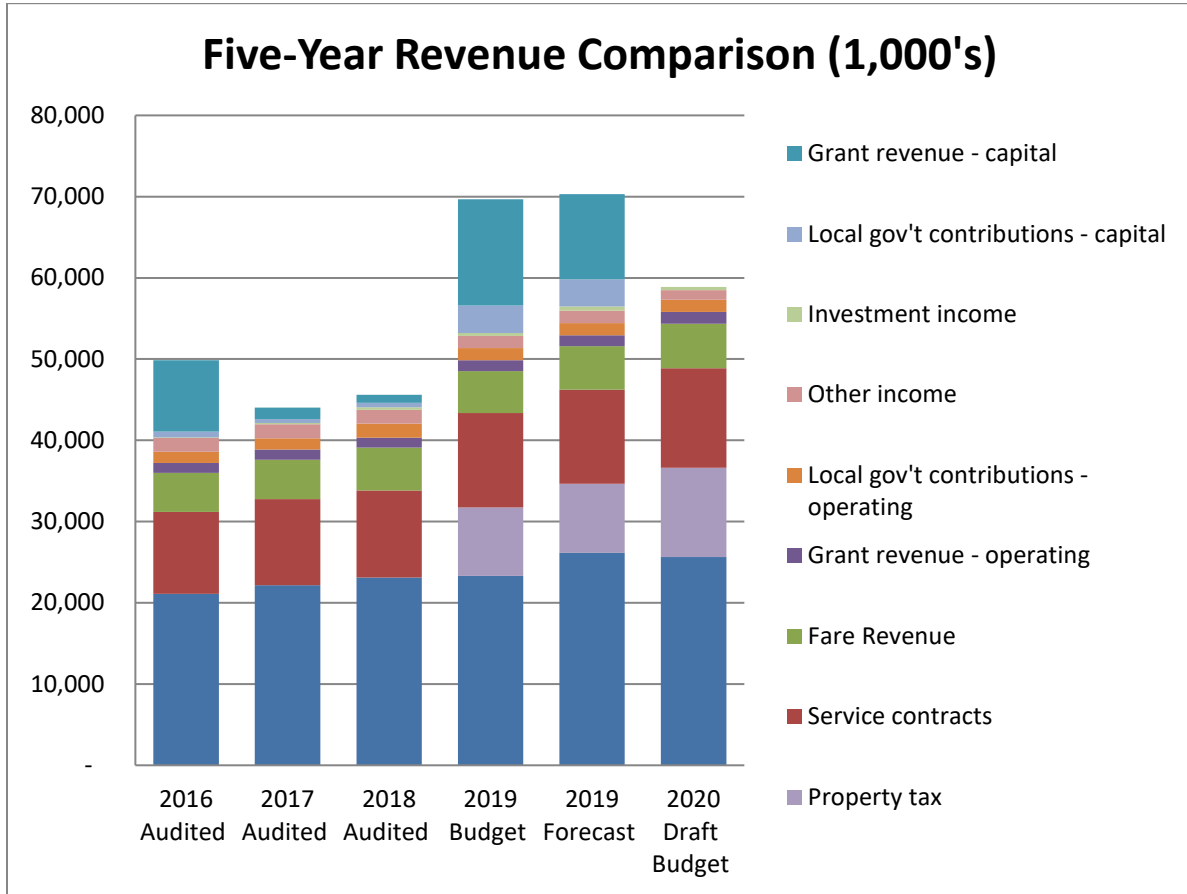
- With the capital intensive nature of the transit industry, management continues to develop funding strategies for short and long term **capital needs**. The funding strategy includes a combination of financing options, seeking out grant opportunities, pay-go using fund balance, seeking additional revenue, and reducing operating costs. The **Destination 2040** Plan has secured additional funding through property tax revenues and increased bonding authority. Management has started to implement several service enhancements and design and planning efforts for multiple capital projects.

3. Consolidated Financial Overview

(1,000's)	General Fund	Service Contracts	Bus Stops/ PNR SRF	Mid Valley Trails SRF	Debt Service Fund	2020 Draft Budget	%
Beginning fund balance (Budget)	\$ 25,739	\$ -	\$ 97	\$ 108	\$ 920	\$ 26,864	
Revenues:							
Sales and use tax	\$ 25,571	\$ -	\$ -	\$ 60	\$ -	\$ 25,631	44%
Property tax	\$ 10,987	\$ -	\$ -	\$ -	\$ -	\$ 10,987	19%
Service contracts	\$ -	\$ 12,270	\$ -	\$ -	\$ -	\$ 12,270	21%
Operating revenue	\$ 5,470	\$ -	\$ -	\$ -	\$ -	\$ 5,470	9%
Grant revenue - operating	\$ 1,402	\$ 30	\$ -	\$ -	\$ -	\$ 1,432	2%
Local gov't contributions - operating	\$ 1,510	\$ -	\$ -	\$ -	\$ -	\$ 1,510	3%
Other income	\$ 522	\$ -	\$ 487	\$ -	\$ 170	\$ 1,179	2%
Investment income	\$ 384	\$ -	\$ 2	\$ 4	\$ 27	\$ 417	1%
Total revenue	\$ 45,846	\$ 12,300	\$ 489	\$ 64	\$ 197	\$ 58,896	100%
Program expenditures:							
Fuel	\$ 1,793	\$ 736	\$ -	\$ -	\$ -	\$ 2,529	4%
Transit	\$ 28,035	\$ 11,722	\$ 974	\$ -	\$ -	\$ 40,731	67%
Trails & Corridor Mgmt	\$ 612	\$ -	\$ -	\$ 59	\$ -	\$ 671	1%
Subtotal operating exp.	\$ 30,440	\$ 12,458	\$ 974	\$ 59	\$ -	\$ 43,932	73%
Capital	\$ 12,121	\$ -	\$ -	\$ -	\$ -	\$ 12,121	20%
Debt Service	\$ 1,584	\$ -	\$ -	\$ -	\$ 2,733	\$ 4,317	7%
Total expenditures	\$ 44,145	\$ 12,458	\$ 974	\$ 59	\$ 2,733	\$ 60,370	100%
Other financing sources	\$ 8,325	\$ 158	\$ 485	\$ -	\$ 2,537	\$ 11,505	
Other financing (uses)	\$ (3,180)	\$ -	\$ -	\$ -	\$ -	\$ (3,180)	
Change in Fund Balance	\$ 6,846	\$ 0	\$ 0	\$ 5	\$ -	\$ 6,851	
Ending fund balance	\$ 32,585	\$ 0	\$ 97	\$ 113	\$ 920	\$ 33,715	

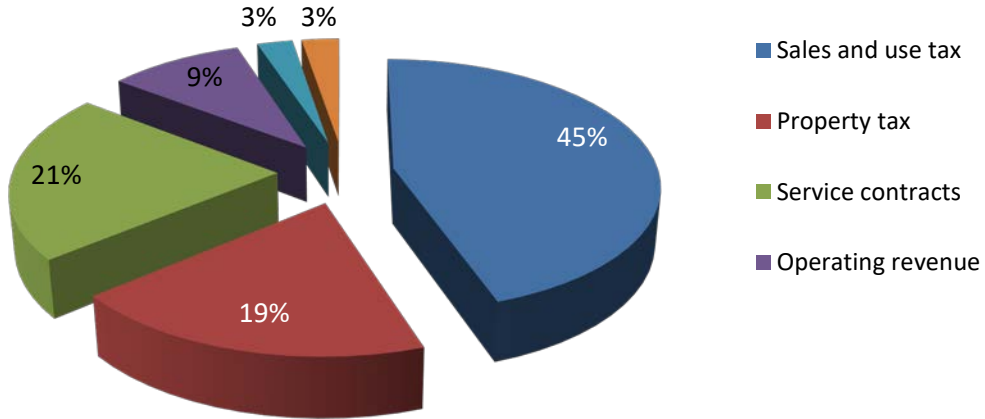
For an explanation of each fund, please refer to the Background section at the end of this report.

4. Estimated Revenue Composition & Assumptions



Revenues (in thousands)	2016	2017	2018	2019	2019	2020 Draft	20/19 Budget	
	Audited	Audited	Audited	Budget	Forecast	Budget	\$ Dif	% Dif
Sales and use tax	\$ 21,123	\$ 22,153	\$ 23,124	\$ 23,297	\$ 26,156	\$ 25,631	\$ 2,334	10%
Property tax	-	-	-	8,457	8,513	10,987	2,530	30%
Service contracts	10,056	10,616	10,699	11,613	11,558	12,270	657	6%
Fare Revenue	4,810	4,853	5,265	5,151	5,356	5,470	319	6%
Grant revenue - operating	1,245	1,245	1,244	1,346	1,346	1,432	86	6%
Local gov't contributions - operating	1,364	1,379	1,736	1,480	1,482	1,510	31	2%
Other income	1,696	1,731	1,682	1,525	1,563	1,179	(346)	-23%
Investment income	89	167	332	324	506	417	93	29%
Subtotal Revenues - Operating	40,383	42,143	44,084	53,193	56,480	58,896	5,703	11%
Local gov't contributions - capital	706	472	535	3,416	3,344	-	(3,416)	-100%
Grant revenue - capital	8,774	1,433	981	13,078	10,496	-	(13,078)	-100%
Subtotal Revenues - Capital	9,480	1,905	1,515	16,494	13,840	-	(16,494)	-100%
Total	\$ 49,863	\$ 44,048	\$ 45,599	\$ 69,687	\$ 70,320	\$ 58,896	\$(10,791)	-15%

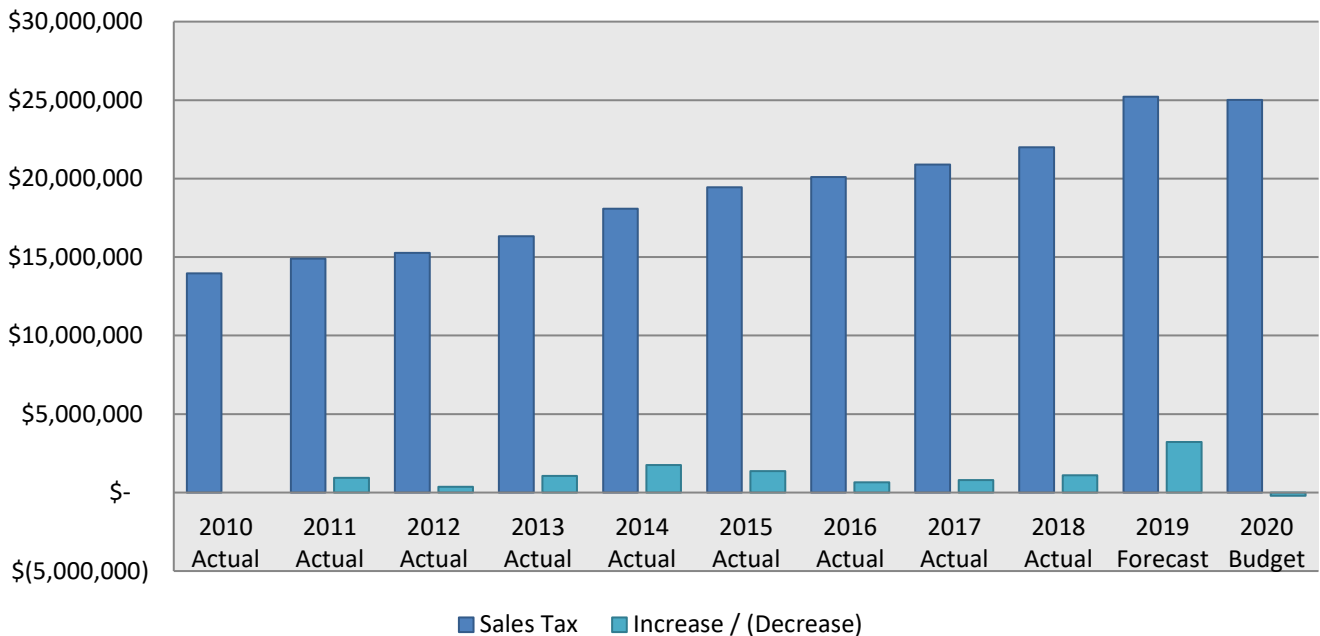
2020 Estimated Revenue Composition



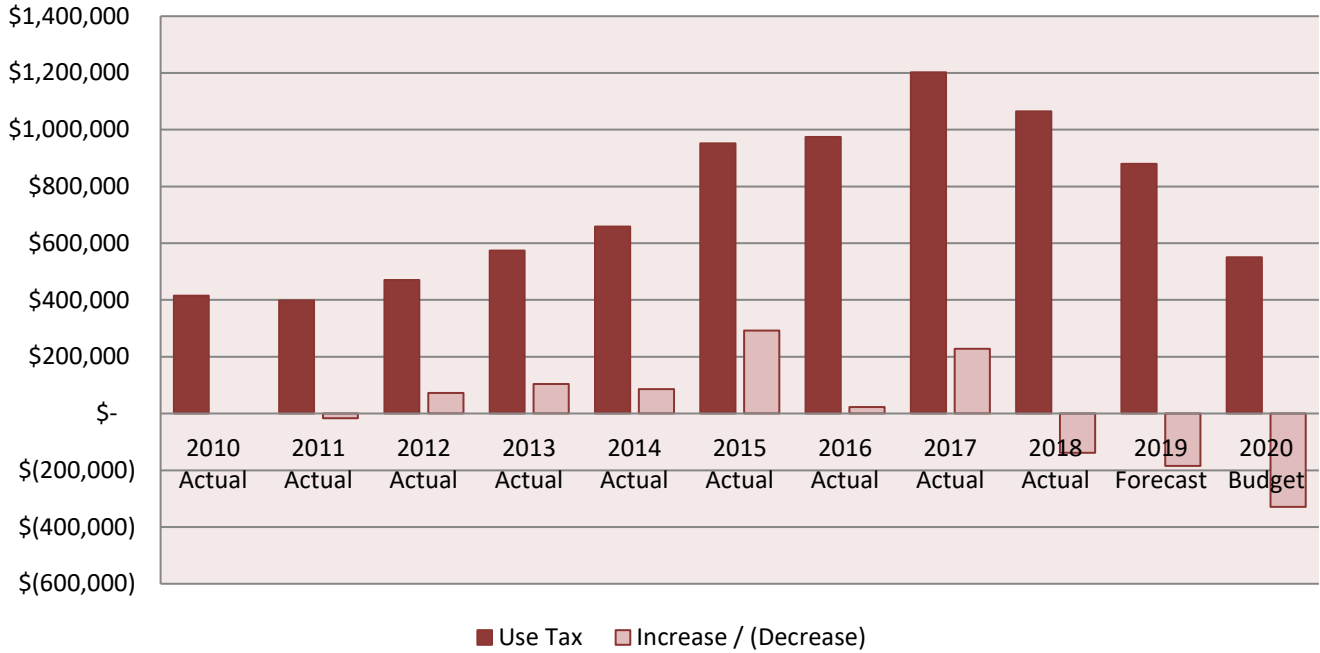
- Sales Tax** revenues are dedicated taxes collected from member jurisdictions based on intergovernmental agreements. The chart below shows preliminary estimates by jurisdiction as of **October** 2019:

Member Jurisdictions	2020 % Increase
Aspen	2.1%
Basalt	1.5%
Carbondale	1.75%
Glenwood Springs	2.0%
Eagle County	0.0%
New Castle	3.0%
Pitkin County	-2.0%
Snowmass Village	0.0%

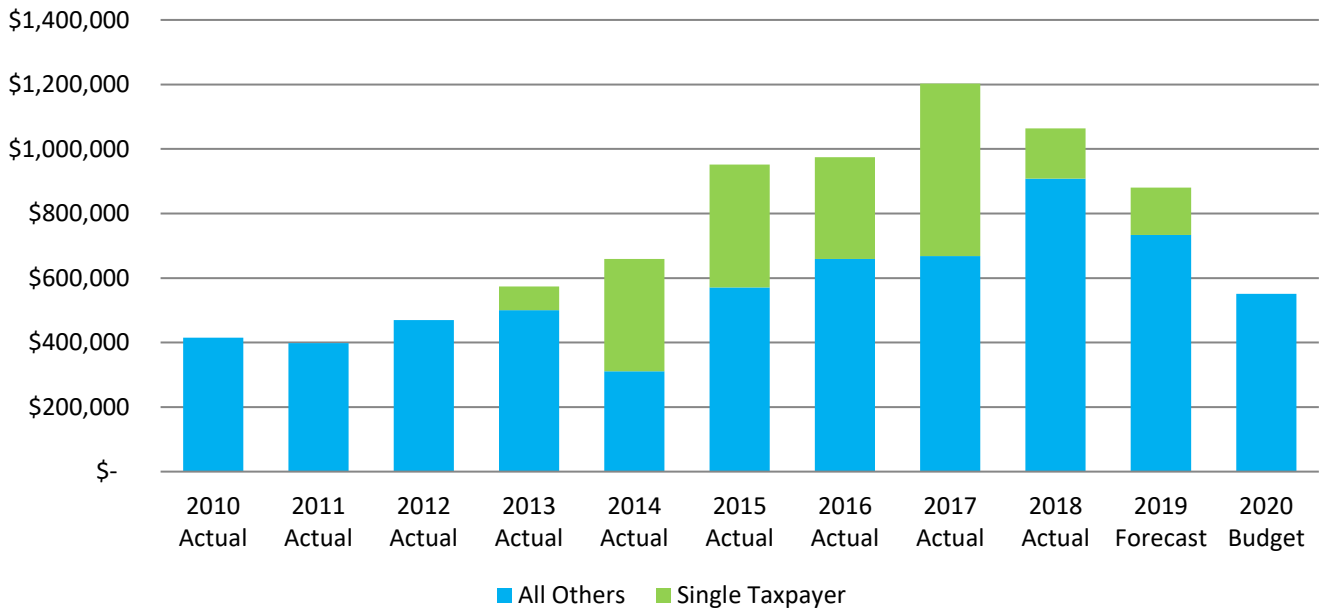
Sales Tax (2010-2020)



Use Tax (2010-2020)



Use Tax (2010-2020)

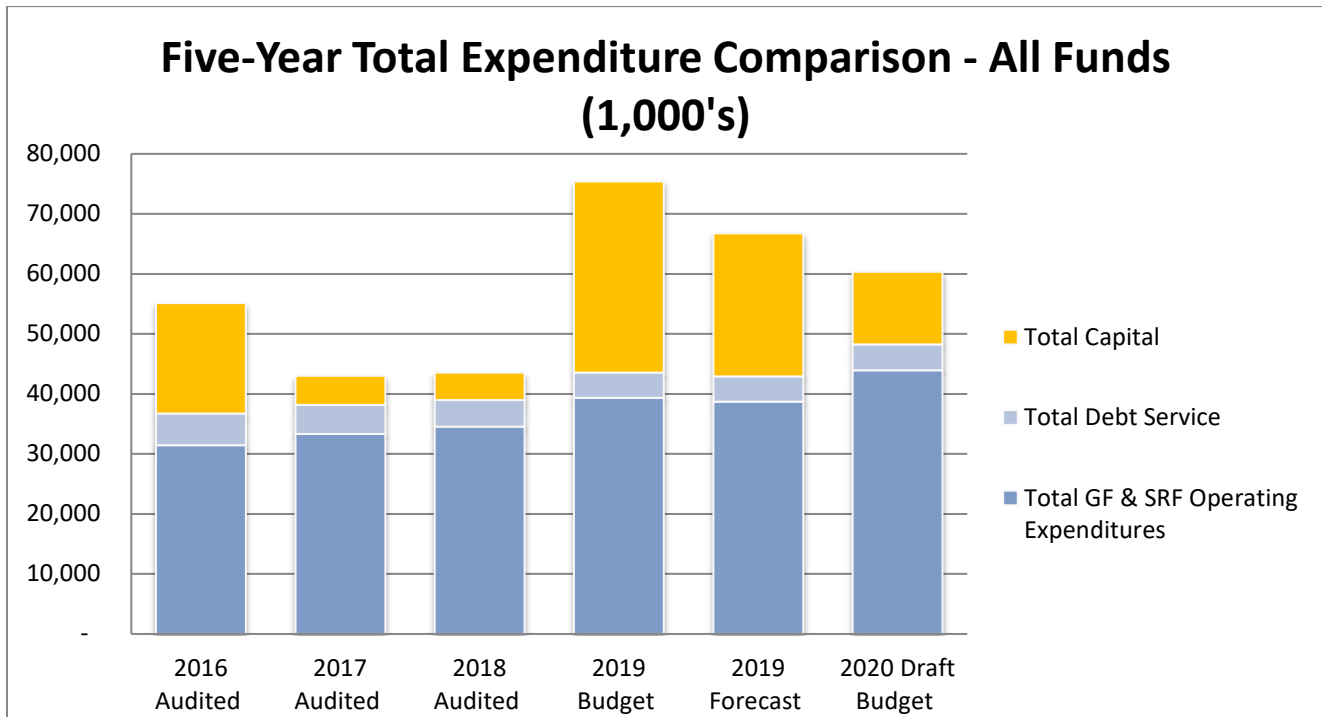


- Property tax revenues** are collected by the County Treasurer in Pitkin, Eagle and Garfield Counties within RFTA's member jurisdictions. Based on the preliminary data received from Pitkin, Eagle and Garfield Counties, increases in assessed property values are 10.6%, 6.1% and 9.3%, respectively, within RFTA's district. Final certifications of assessed valuations will occur in December.

- **Service contract revenues** are for contracted transit services which are billed monthly based on miles and hours by route. The Authority has service contract agreements with the Aspen Skiing Company, the City of Aspen, the City of Glenwood Springs and Garfield County (Travelers Program);
 - The Authority estimated hours and miles by route for each service contract agreement and calculated costs in accordance with each service contract agreement.
- **Operating revenues** reflect transit fares collected primarily on regional routes traveling on Highway 82 and the I-70 Corridor as well as fares related to the Maroon Bells service;
 - 1.5% increase in transit fares as a result of estimated increase in ridership
 - At this time, there is no fare adjustment assumed. Any fare changes directed by the Board will be considered and implemented following a 30-day public comment period and a Public Hearing.
- The Authority receives **operating and capital grant revenues** from the Federal Transit Administration and the Colorado Department of Transportation;
 - \$1,201,678 from the FTA Section 5311 operating grant (7.7% increase from 2019);
 - \$200,000 from CDOT FASTER operating grant (flat from 2019);
 - Staff will be seeking capital grant funds to help fund various capital needs. Funds will be appropriated after grants have been awarded.
 - Additional grant revenues may be added by the final budget.
- **Local governmental contributions** are received to primarily help fund transit programs;
 - The **Elected Officials Transportation Committee (EOTC)** will continue to provide funding for the no-fare Aspen/Snowmass regional transit service. Using the agreed-upon methodology, the preliminary contribution is calculated to be approximately \$690,075 reflecting a 4.7% increase. **[Please refer to the end of this report for a section called “Anticipated RFTA and Elected Officials Transportation Committee Pitkin County Mass Transit Sales and Use Tax Revenue Impacts Resulting from Passage of HB 19-1240’].**
 - Assumes that **Garfield County’s** support for the Grand Hogback bus service will remain the same at \$760,240.
 - Assumes that the **City of Rifle’s** support for the Grand Hogback bus service will remain the same at \$20,000.
- **Other income** primarily consists of employee housing rental revenue in the General Fund, vehicle registration fees in the Bus Stop/Park & Ride Special Revenue Fund, and credits from the Federal Government representing a reimbursement on a portion of the interest paid on the Series 2012A Qualified Energy Conservation Bonds in the Debt Service Fund.
 - Assumes year-round employee housing rental revenue will remain the same.
 - Assumes vehicle registration fees will remain the same.

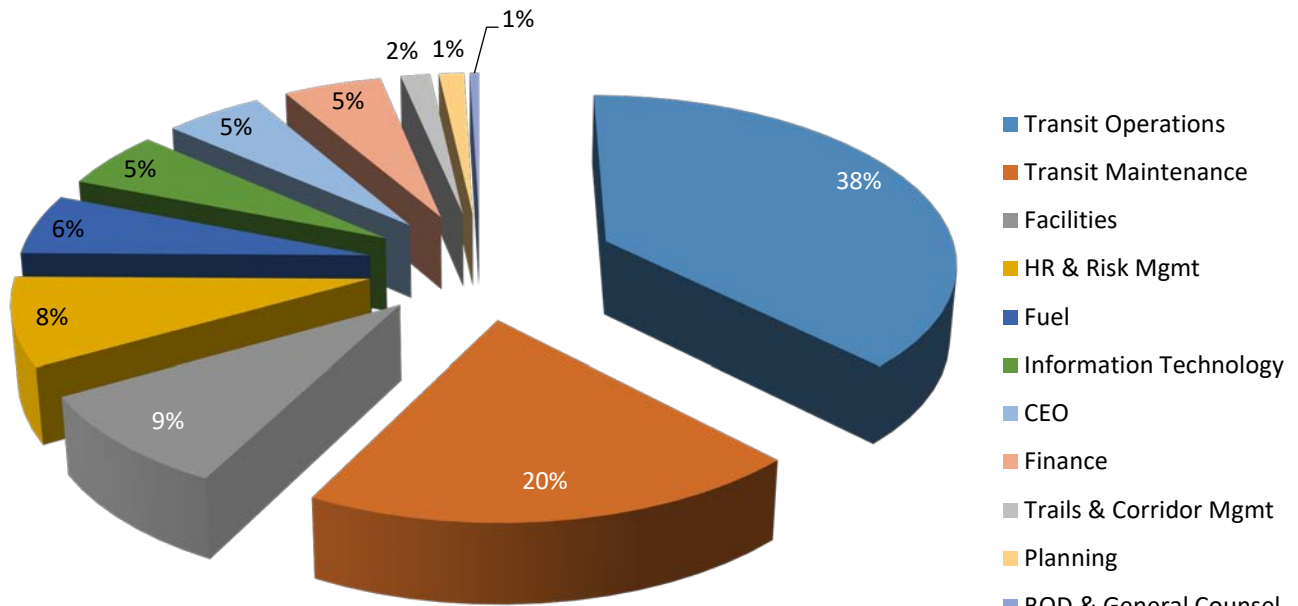
- o Assumes a 5.9% sequestration rate on refundable credits applicable to the Authority's Build America Bonds and the Qualified Energy Conservation Bonds. The sequestration rate is subject to change.

5. Expenditure by Program/Department & Assumptions



	2016 Audited	2017 Audited	2018 Audited	2019 Budget	2019 Forecast	2020 Draft Budget	20/19 Budget	
Expenditures (in thousands)							\$ Dif	% Dif
Fuel	1,347	1,189	1,095	1,833	1,726	1,793	(40)	-2%
Transit Maintenance	4,288	4,233	4,745	5,147	5,199	6,294	1,147	22%
Transit Operations	8,381	8,703	9,065	10,283	9,913	11,373	1,089	11%
Administration	4,247	4,664	5,096	6,405	6,427	8,024	1,620	25%
Facilities	1,599	1,961	2,211	2,181	1,989	2,194	12	1%
Attorney & Board of Directors	161	117	142	137	175	151	14	10%
Trails & Corridor Mgmt	430	489	469	589	580	612	23	4%
Total GF Operating Expenditures	\$ 20,453	\$ 21,355	\$ 22,824	\$ 26,575	\$ 26,008	\$ 30,440	\$ 3,865	15%
SRF - Service Contracts	10,252	11,253	10,987	11,779	11,715	12,458	679	6%
SRF - Bus Shelter / PNR	663	624	716	871	870	974	103	12%
SRF - Mid Valley Trails	62	79	21	121	121	59	(62)	-51%
Total GF & SRF Operating Expenditure	\$ 31,429	\$ 33,310	\$ 34,547	\$ 39,346	\$ 38,714	\$ 43,932	\$ 4,586	12%
GF - Debt Service	2,344	1,900	1,493	1,551	1,539	1,584	32	2%
Debt Service Fund	2,947	2,955	2,950	2,667	2,667	2,733	67	2%
Total Debt Service	\$ 5,291	\$ 4,855	\$ 4,443	\$ 4,218	\$ 4,205	\$ 4,317	\$ 99	2%
Total Operating & Debt Service	\$ 36,720	\$ 38,166	\$ 38,990	\$ 43,564	\$ 42,920	\$ 48,249	\$ 4,684	11%
GF - Capital Outlay	10,553	4,616	4,563	23,237	21,639	12,121	(11,115)	-48%
SRF - Bus Shelter / PNR - Capital Outlay	143	-	16	-	-	-	-	0%
Capital Projects Fund	7,718	223	-	8,597	2,200	-	(8,597)	0%
Total Capital	\$ 18,414	\$ 4,839	\$ 4,578	\$ 31,833	\$ 23,839	\$ 12,121	\$(19,712)	-62%
Total Expenditures - all funds	\$ 55,134	\$ 43,004	\$ 43,568	\$ 75,398	\$ 66,759	\$ 60,370	\$(15,028)	-20%

2020 Budgeted Operating Expenditures by Department



Department	Fund					2020 Total Budget	%
	General Fund	Service Contracts	Bus Stops/ PNR SRF	Mid Valley Trails SRF			
Fuel	\$ 1,793	\$ 736	\$ -	\$ -	\$ -	\$ 2,529	6%
Transit Maintenance	\$ 6,294	\$ 2,481	\$ -	\$ -	\$ -	\$ 8,775	20%
Transit Operations	\$ 11,373	\$ 5,174	\$ -	\$ -	\$ -	\$ 16,547	38%
CEO	\$ 1,627	\$ 638	\$ -	\$ -	\$ -	\$ 2,265	5%
Finance	\$ 1,620	\$ 635	\$ -	\$ -	\$ -	\$ 2,256	5%
Planning	\$ 416	\$ 163	\$ -	\$ -	\$ -	\$ 579	1%
HR & Risk Mgmt	\$ 2,651	\$ 1,040	\$ -	\$ -	\$ -	\$ 3,690	8%
Information Technology	\$ 1,711	\$ 671	\$ -	\$ -	\$ -	\$ 2,382	5%
Facilities	\$ 2,194	\$ 860	\$ 974	\$ -	\$ -	\$ 4,028	9%
BOD & General Counsel	\$ 151	\$ 59	\$ -	\$ -	\$ -	\$ 210	0%
Trails & Corridor Mgmt	\$ 612	\$ -	\$ -	\$ 59	\$ -	\$ 671	2%
Total	\$ 30,440	\$ 12,458	\$ 974	\$ 59	\$ -	\$ 43,932	100%

- **Compensation Adjustments:**

- The Collective Bargaining Unit (CBU) comprised of full-time bus operators are subject to a scheduled pay increase at the first full payroll period of 2020 in accordance with their contract. Assuming 158 full-time bus operators, the average increase is estimated to be approximately 3.9% resulting in an additional cost of \$294,000.
- Based on the market survey results, the budget reflects the assumptions in the following order:
 - i. **New minimum adjustments** at the first full payroll of the year
 - ii. **Market adjustments** to salary grades generally used a tiered approach (1% to 5%) at the first full payroll of the year. The average increase is estimated to be approximately 2.5% resulting in an additional cost of \$260,000.
 1. For “**hard-to-recruit**” (**HTR**) **positions** identified by management in the Vehicle Maintenance, Facilities, and IT Departments, market adjustments were applied differently based on the grade movement (1% to 11%) of each position at the first full payroll of the year. The average increase for HTR positions is estimated to be approximately 5% resulting in an additional cost of \$185,000.
- For positions outside of the CBU, the budget assumes a merit increase of up to 4% effective at each employee’s annual performance review date, resulting in an additional cost of **\$261,000**. As a reference, the chart below illustrates the impacts of several merit increase scenarios:

Merit Increase Analysis (1,000's)				
Merit Increase Scenario	General Fund	Bus Stop/PNR SRF	Service Contract SRF (Traveler)	Total
1.0%	\$ 62	\$ 1	\$ 3	\$ 66
	0.27%	0.39%	0.64%	0.28%
2.0%	\$ 123	\$ 3	\$ 5	\$ 130
	0.54%	1.16%	1.06%	0.56%
3.0%	\$ 185	\$ 5	\$ 8	\$ 195
	0.82%	1.94%	1.70%	0.83%
4.0%	\$ 245	\$ 7	\$ 11	\$ 261
	1.08%	2.71%	2.34%	1.11%

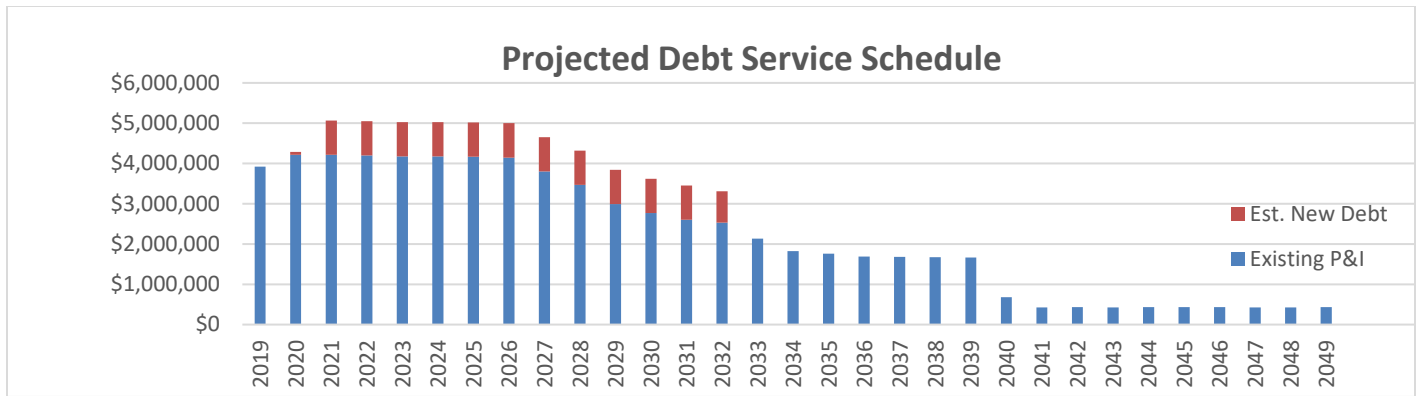
- The Authority received four **Request for Funding Applications**, two of which were multi-year funding requests that the RFTA Board had approved during the last budget cycle. The budget currently reflects the following:
 - \$100,000 from **WE-cycle**, a 501(c)(3) non-profit organization serving Aspen and Basalt to support bike sharing operations. Funds will be used to help support WE-cycle’s strategic and operational direction, structure, and planning efforts to benefit existing and future bike share services within the Roaring Fork Valley. These funds will provide WE-cycle with essential stability as it plans for its services year over year by allowing WE-cycle to retain year-round office space and support high-level director level positions to provide for a stable and consistent organizational framework. ***WE-cycle applied for a five-year funding request of \$100,000/year which the Board approved during the last budget cycle. This amount represents year three of the five-year funding request.***
 - \$30,000 from **Garfield Clean Energy (GCE)** to support three key program areas and projects: (1) Active Energy Management consultation services to RFTA for its facilities, and hosting of RFTA facilities on the Building Energy Navigator website. (2) Programs to promote and increase availability/use of multi-modal transportation, and adoption of electric and CNG vehicles. (3) Organizational administration, outreach, education, website and reporting. ***GCE applied for a***

three-year funding request of \$30,000/year which the Board approved during the last budget cycle. This amount represents year the final of the three-year funding request.

- \$5,000 from **Lower Valley Trail Association (LoVa)** to help fund operational support to fund their efforts aimed at completing the LoVa South Canyon Trails. Such efforts include preparing for the next FLAP Grant award cycle by strengthening their coalition of unified, non-controversial support for the 8.5-mile segment of the LoVa South Canyon Trail. The main focus will be to extend outreach to the downstream beneficiaries of the potential Bicycle Tourism Economy in western Garfield County while also continuing to represent regional trail interests to all municipalities, Garfield County and the Inter-Mountain Transportation Planning Region (CDOT).
- \$4,000 from **Northwest Colorado Council of Governments** to help fund the match for their Section 5310 Mobility Management grant from CDOT.
- Approximately **\$12,121,000** of **capital outlay** has been budgeted:

Capital Expenditure by Project				
	Description (1,000's)	General Fund	Grant/Local Assistance	Local Share
1	Transit			
2	Bus Replacements (10 Diesel)*	\$ 5,550	\$ -	\$ 5,550
3	Bus Expansion (5 Diesel)**	\$ 2,775		\$ 2,775
4	Facilities Improvements	\$ 1,471		\$ 1,471
5	Bus engine/transmission rebuilds	\$ 570		\$ 570
6	Equipment/software	\$ 812		\$ 812
7	Support vehicles	\$ 249		\$ 249
8	Planning Studies	\$ 235		\$ 235
	Subtotal Transit	\$ 11,661	\$ -	\$ 11,661
	Trails			
9	Trail Repair	\$ 460	\$ -	\$ 460
	Subtotal Trails	\$ 460	\$ -	\$ 460
	Total	\$ 12,121	\$ -	\$ 12,121
*Assumed order placed in 2020 for delivery in 2021, with lease purchase payments starting in 2021; Staff plans to seek grant funding where available.				
**Assumed order placed in 2020 for delivery in 2020, with lease payments starting October 2020.				

- Certain expenditures may be added into the budget through supplemental budget appropriation resolutions during the budget year when funding is available.

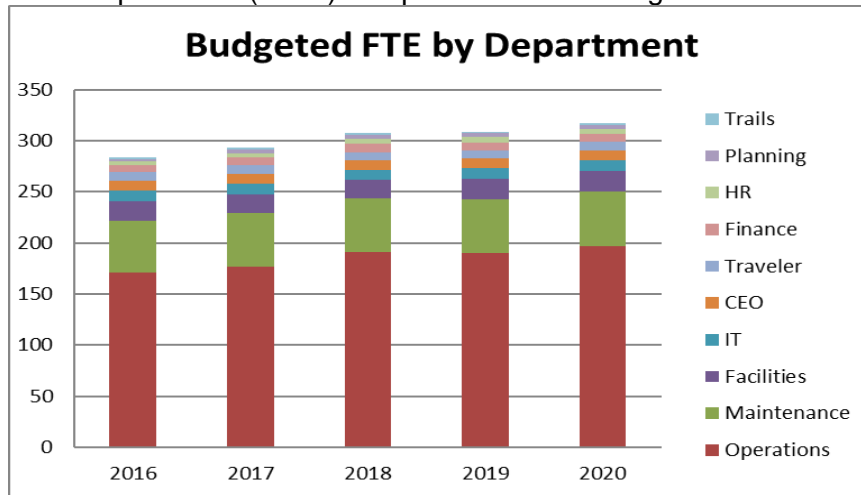


6. Other Financing Sources and Uses Assumptions

- Approximately \$485,000 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 \$157,500 of current available resources from the General Fund to the Service Contract Special Revenue Fund.
- In accordance with bond resolutions, approximately \$2.53 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 2009, 2010, 2012, 2013, and 2019.

7. Staffing

- Assumes 340.2 full-time equivalents (FTEs) compared to 317.1 budgeted in 2019.



- 10.6 FTEs added in the Operations Department
- 7.3 FTEs added in the Vehicle Maintenance Department
- 2.0 FTEs added in the IT Department
- 1.0 FTE added in the CEO Department
- 1.0 FTE added in the Human Resources Department
- 0.5 FTE added in the Finance Department
- 0.6 FTE added in the Trails Department

8. Major Goals

Destination 2040 Projects included in draft budget:

- 10 Replacement Buses, 5 Expansion Buses
- Civil Improvements to the Rio Grande Trail
- RFTA Employee Housing Replacement Design
- \$100,000 funding for LoVa Trail as part of local match on a grant application
- Mobility as a Service:
 - Mobility Services Director,
 - Regional First and Last Mile Study,
 - \$200,000 additional support for WE-cycle operations and maintenance, and
 - \$40,000 contribution to WE-cycle to help fund the initial infrastructure cost for their bike share implementation in Snowmass in 2020 (note that RFTA contributed \$50,000 to WE-cycle for infrastructure costs to help bring a bike share system into the Basalt community in 2016).

Items not reflected in draft budget:

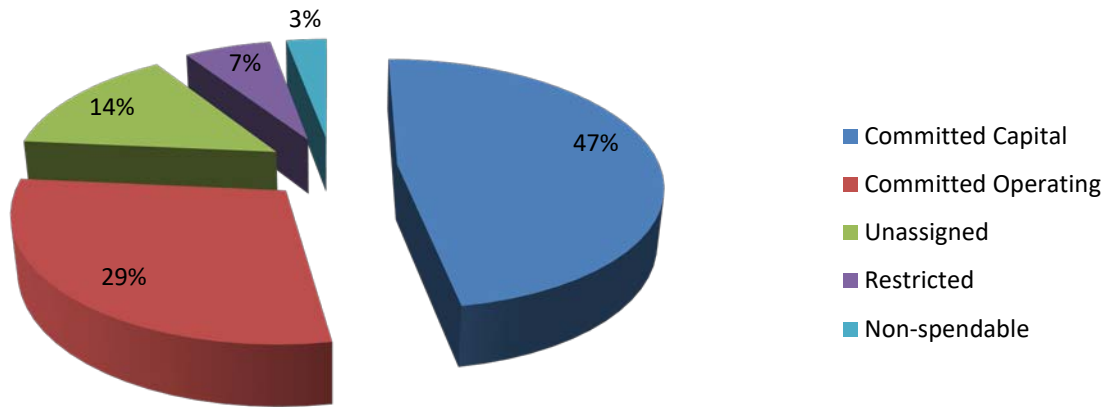
- Replacement vehicles for the Traveler Program. Staff is working with Garfield County and applying for capital grants. When ready, staff will plan to bring forth a supplemental budget appropriation request at a future board meeting.

9. Fund Balance

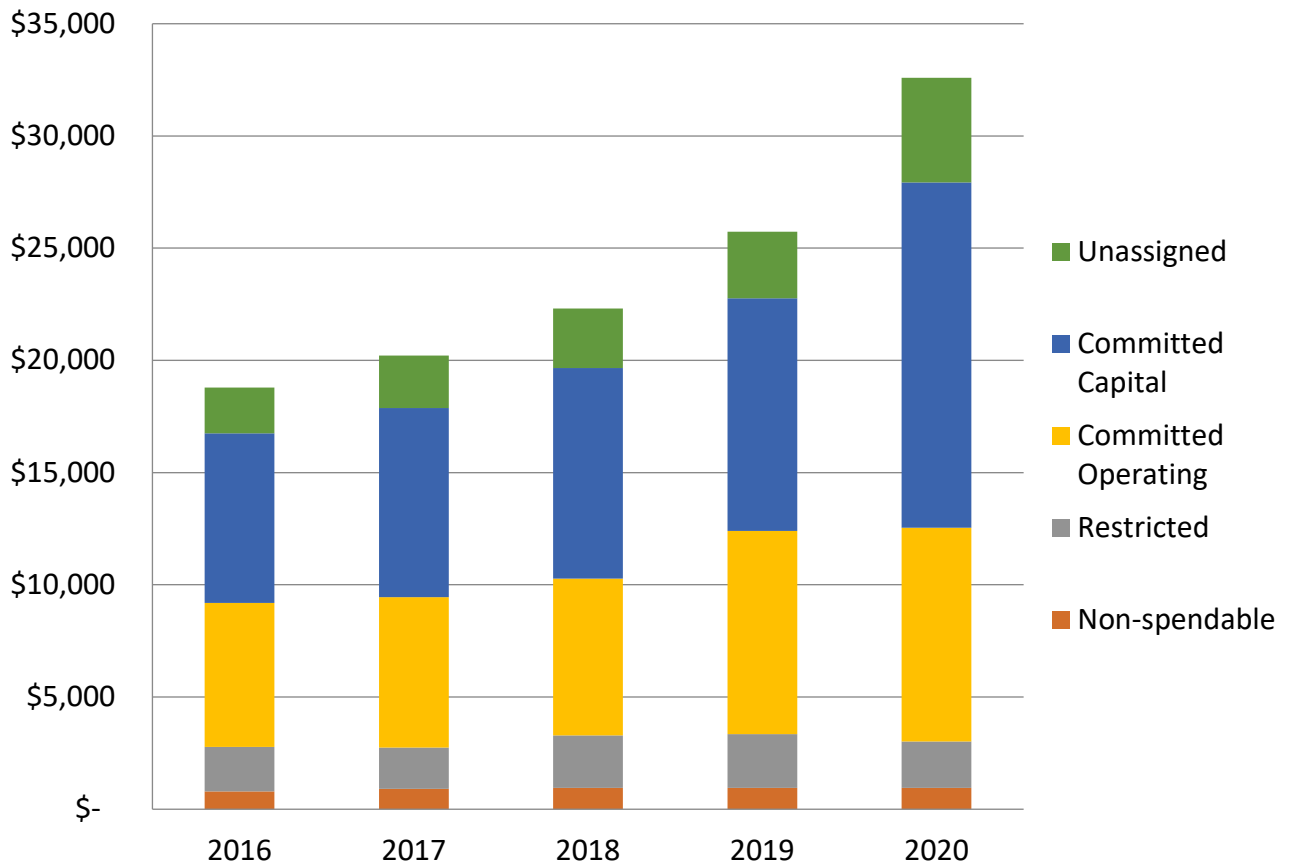
	General	Service	Bus	Mid	Debt	
(1,000's)	Fund	Contracts	Stops/ PNR	Valley Trails	Service Fund	Total
Beginning fund balance (budget)	\$ 25,739	\$ -	\$ 97	\$ 108	\$ 920	\$ 26,864
Revenues	\$ 45,846	\$ 12,300	\$ 489	\$ 64	\$ 197	\$ 58,896
Expenditures	\$ (44,145)	\$ (12,458)	\$ (974)	\$ (59)	\$ (2,733)	\$ (60,370)
Other financing source/(use)	\$ 5,145	\$ 158	\$ 485	\$ -	\$ 2,537	\$ 8,325
Change in net assets	\$ 6,846	\$ 0	\$ 0	\$ 5	\$ -	\$ 6,851
Ending fund balance	\$ 32,585	\$ 0	\$ 97	\$ 113	\$ 920	\$ 33,715
Ending fund balance composition:						
Non-spendable fund balance	\$ 957					\$ 957
Restricted fund balance	\$ 2,063	\$ 0	\$ 97	\$ 113	\$ 920	\$ 3,193
Committed fund balance:						
Operating reserves	\$ 9,525					\$ 9,525
Facilities capital reserves	\$ 3,366					\$ 3,366
Transit capital reserves	\$ 10,800					\$ 10,800
Trails capital reserves	\$ 1,223					\$ 1,223
Unassigned fund balance	\$ 4,651					\$ 4,651
Ending fund balance	\$ 32,585	\$ 0	\$ 97	\$ 113	\$ 920	\$ 33,715

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

2020 Projected General Fund Fund Balance Composition



General Fund's Fund Balance History (1,000's)



10. Background information

Fund and fund structure

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

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

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

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

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

Debt Service Fund:

The Series 2009A Debt Service Fund reports all principal and interest expenditures for the \$6.5 million bond issuance and interest earned as required by resolution. This is a tax-exempt issuance.

The Series 2012A Debt Service Fund reports all principal and interest expenditures for the \$6.65 million Qualified Energy Conservation Bonds issuance (QECCB) and interest earned as required by resolution. The QECCBs allow a Federal reimbursement for 70% of the Qualified Tax Credit Rate of the interest paid.

The Series 2013B Debt Service Fund reports all principal and interest expenditures for the \$1.3 million QECCB issuance and interest earned as required by resolution. The QECCBs allow a Federal reimbursement for 70% of the Qualified Tax Credit Rate of the interest paid.

The Series 2019 Debt Service Fund reports all principal and interest expenditures for the \$24.545 million bond issuance and interest earned as required by resolution. This is a tax-exempt issuance.

Reserve Fund reports all activity related to the required reserves for the Series 2009, Series 2012, Series 2013 Bonds, and Series 2019 Bonds and interest earned as required by resolution.

2020-2021 Budget Issues: Anticipated RFTA and Elected Officials Transportation Committee Pitkin County Mass Transit Sales and Use Tax Revenue Impacts Resulting from Passage of HB 19-1240:

Colorado HB 19-1240 Sales and Use Tax Administration went into effect on June 1, 2019. The new state law is the result of the U.S. Supreme Court decision, i.e. *South Dakota vs. Wayfair*, which requires all retailers, including out-of-state retailers that do not have a physical presence in Colorado, to collect state and local sales tax at the point of delivery. Although insufficient data are available to accurately estimate the financial impact, this law should result in an increase in local sales tax collections, but will likely result in a reduction in use tax on construction materials and fabricated goods. With respect to sales and use taxes levied in each of its member jurisdictions under RFTA's Regional Transportation Authority 1% sales and use tax authorization, this means that reductions in use tax collections should be more than offset by increases in sales tax collections.

Similarly, RFTA should see an increase in the Pitkin County mass transit sales taxes dedicated to it by Pitkin County voters in 2000 and 2004. As background, when the Region Transportation Authority was formed in 2000, Aspen, Snowmass Village, and Pitkin County decided to dedicate portions of the existing 1986 and 1993 1.5% Pitkin County mass transit sales taxes to RFTA, rather than impose new and additional sales and use taxes using RFTA's sales and use tax authorization. So, in 2000, Pitkin County voters were asked to dedicate a tax rate of .7215% from the 1.5% Pitkin County mass transit taxes to RFTA.

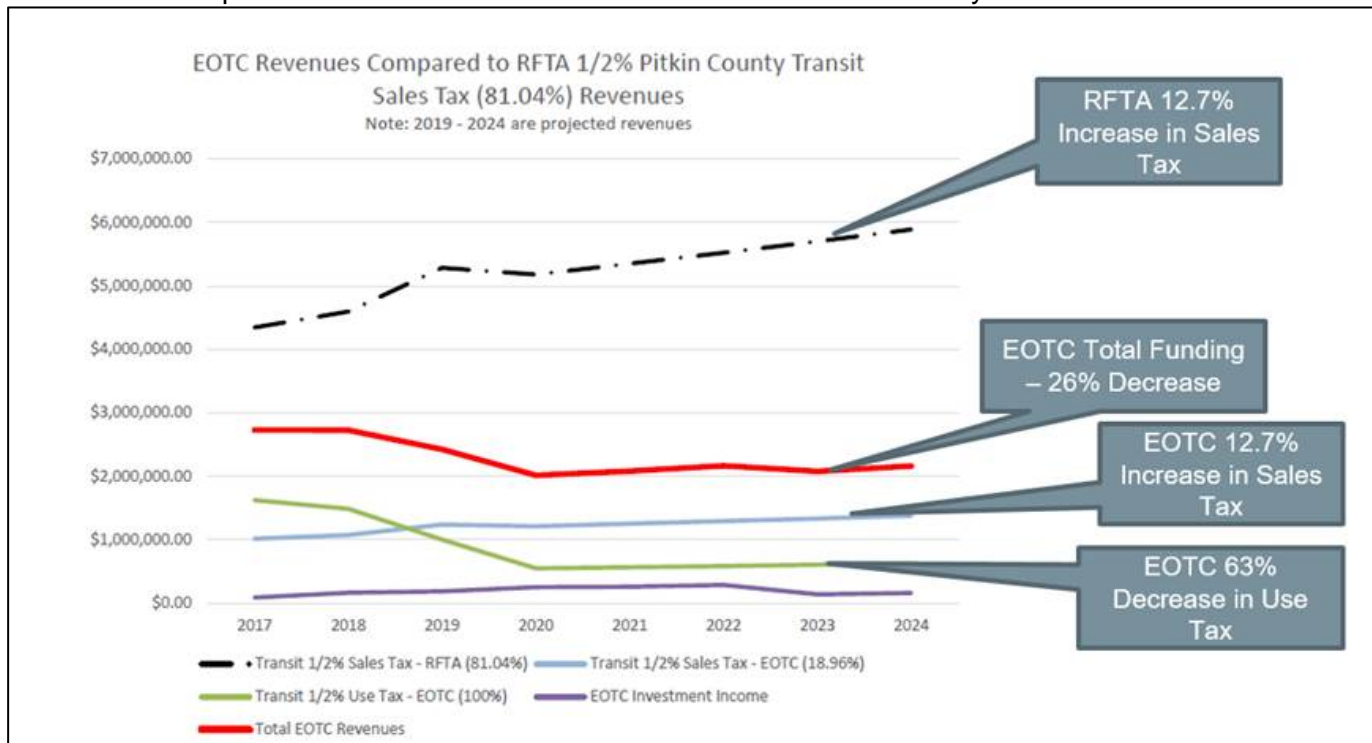
In a separate 2001 Intergovernmental Agreement (IGA), between Aspen, Snowmass Village, and Pitkin County, it was determined that the .7215% portion of the 1.5% Pitkin County sales taxes dedicated to RFTA would be comprised of a tax rate of .4813% of the 1986 1% Pitkin County mass transit sales tax and a tax rate of .2402% from the 1993 Pitkin county .5% mass transit sales and use tax. The 1% sales tax never had a use tax component, whereas the .5% mass transit tax was approved as a sales and use tax. In the 2000 vote, though, only the sales tax portion of the .5% sales tax was dedicated to RFTA by Pitkin County voters. Although no use tax was dedicated to RFTA with the sales tax, in 2000, when the RFTA Formation IGA was being crafted, it was agreed by all of the signatories that the amount of funding generated by the sales tax rate of .7215% from the Pitkin County mass transit sales taxes was sufficient for Aspen, Snowmass Village, and Pitkin County to defray an equitable share of the new RFTA dedicated financing.

The companion IGA was necessary because it set forth the percentage amounts that each jurisdiction would contribute from the 1% Pitkin County mass transit tax that would be dedicated to RFTA, with Pitkin County contributing 100% of the 1% of the tax collected in unincorporated areas, and Aspen and Snowmass Village contributing approximately 36% each of the amounts collected within their jurisdictions. Pitkin County agreed to contribute all of its 1% sales tax so that both Aspen and Snowmass Village could retain a sufficient amount of the 1% Pitkin County mass transit tax to operate their local services.

In 2004, RFTA asked voters to increase dedicated sales and uses taxes by .2% in Glenwood Springs, Carbondale, Eagle County, and Basalt. Aspen, Snowmass Village, and Pitkin County again decided to dedicate an additional dedicated tax rate of .165% from the remaining portion of the .5% sales and use tax, bringing the total amount dedicated to RFTA in 2000 and 2004 from the 1% and .5% sales taxes to a tax rate of .8104%. Again, these jurisdictions opted to retain the .5% use tax portion of the .5% sales and use tax which, with the remaining .1% sales tax was used to fund projects and programs approved by the Elected Officials Transportation Committee (comprised of Aspen, Snowmass Village and Pitkin County).

This background has been provided to explain why, in the case of the portion of the Pitkin County mass transit sales taxes dedicated to RFTA, RFTA should see an increase in sales tax revenue due to the passage of HB 19-1240, without a corresponding decrease in use tax, since RFTA has never received use tax related to these revenue sources. However, the EOTC (which uses the remaining .1% of the .5% sales tax and .5% of the corresponding use tax to fund its capital and operating needs) will see a significant reduction in use tax that will not be offset by the increase in sales tax. The chart below (which was presented to the EOTC by David

Pesnichak, Regional Transportation Administrator Pitkin County-EOTC, on October 17, 2019) illustrates what the forecasted impacts of HB 1240 will have on the EOTC's revenue in the years ahead:












Based on the current forecast, the .5% Pitkin County mass transit use tax that largely funds the EOTC is anticipated to decline by 63%, whereas the EOTC's .1% Pitkin County mass transit sales tax is only expected to increase by 12.7%. Overall, it is currently estimated that the EOTC will see a 26% decrease in total funding, which will greatly impair its ability to maintain current programs and projects, one of which is the Aspen/Snowmass No Fare service.

2009 was first full year of the No Fare service, which was implemented as a strategy to incentivize transit use in the upper Roaring Fork Valley and help take cars off the road. The 2009 fare offset amount of approximately \$429,000 was an estimate based on RFTA ridership and survey data. The amount was adjusted upward in 2010 to approximately \$551,000, which represented approximately 33% of operating costs. The farebox recovery ratio for other regional services is approximately 20%, however, the high volume on tourists using the Aspen/Snowmass service, that paid the cash fare, contributed to a higher than average farebox recovery ratio for the Aspen/Snowmass service compared to the rest of the system. In 2010, the Woody Creek Van service was also made fare free, which had a negligible impact on the EOTC fare offset because of historically low ridership. RFTA continued to receive approximately \$553,000 per year from the EOTC for the fare offset until, in 2015, when it was agreed that the fare offset would be calibrated to be 33% of audited annual operating costs, and the fare offset was increased to \$621,658 at that time. Since 2015, the fare offset has gradually increased and, in 2020, the offset will be \$690,075.

For 2020, the EOTC has approved a transitional budget, which will fully fund the Aspen/Snowmass fare offset and other EOTC programs and projects. However, it is not anticipated that the EOTC will be in a position to fund the Aspen/Snowmass No Fare service in 2021, due to the anticipated significant reduction in use tax revenue. That is why the EOTC wants to initiate a conversation with the RFTA Board about having RFTA assume all or a portion of the No Fare service fare offset, because RFTA will likely see a corresponding increase in its .4% share of the .5% Pitkin County mass transit sales tax (due to the impact of HB 19-1240). The EOTC's commitment to fund the No Fare service through 2020 will allow time to better understand the impact of HB 19-1240 on the EOTC's and RFTA's Pitkin County mass transit sales and use taxes, based on a year's worth of actual sales and use tax collection data. Then, as RFTA begins its 2021 budget cycle, the EOTC would like to determine whether, going forward, RFTA would agree to assume all or a portion of the No Fare service cost.

The EOTC has been a valued partner with RFTA over many years, contributing to the cost of hybrid buses, contributing to the cost of the Bus Rapid Transit Service Implementation Plan, constructing \$9 million in exclusive bus lanes in the upper Roaring Fork Valley, contributing to cost of the Rubey Park Transit Center renovation project, contributing to the cost of the Aspen/Airport Business Center and Basalt pedestrian underpasses, contributing to the cost of the Battery Electric Bus Pilot Project, and contributing \$335,000 to the cost of the Grand Avenue Bridge closure transit mitigation service. It has also provided ongoing financial support for WE-cycle and the Winter X-Games transit services. The EOTC is also planning to provide approximately half of the funding necessary to expand the paved portion of the Brush Creek Park Ride facility, as well as construct bathrooms at that location. Given the symbiotic and mutually beneficial partnership between the EOTC and RFTA, and because the anticipated reduction in the EOTC use tax should result in corresponding increase in RFTA sales tax, a request by the EOTC for RFTA to absorb the cost of the No Fare offset seems worthy of consideration by the RFTA Board. No decision is required at this time, but staff will be providing the Board with updates on this issue in the months ahead.

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

Meeting Date:	November 14, 2019																							
Subject:	Review of RFTA's Retirement Program																							
Strategic Outcome:	Sustainable Workforce																							
Strategic Objective:	3.2: Provide competitive compensation and benefit packages																							
Presented By:	Michael Yang, Chief Financial & Administrative Officer																							
Staff Recommends:	Consider the creation of RFTA Board Retirement Program Subcommittee to work with staff to review findings from consultants and benefits counsel, evaluate options, and provide recommendations to the RFTA Board regarding potential improvements to RFTA's retirement program.																							
Executive Summary:	<p>RFTA's Retirement Program for eligible full time employees includes a 401(a) Money Purchase Plan as a replacement plan for Social Security for RFTA to make defined employer contributions. It also includes a 457(b) Deferred Compensation Plan for employees to make voluntary employee contributions.</p> <p>The recommended total percentage contribution for retirement savings is a minimum of 20% of compensation. RFTA contributes 12.55% of employees' compensation into the 401(a) Plan. Employees currently do not contribute into Social Security nor do they have a mandatory contribution to any retirement plan. Based on RFTA's last payroll, approximately 49% of RFTA employees contributed into the 457(b) Plan with varying employee contribution rates and approximately 35% of those contributed enough to meet the total minimum of 20%.</p> <p>Based on the current design of RFTA's Retirement Program, some employees do not appear to be saving enough for retirement, some employees do not have enough money saved to retire, and some employees will not receive the full Social Security benefit, if eligible, due to the Windfall Elimination Provision and Government Pension Offset.</p> <table border="1" data-bbox="511 1339 1404 1619"> <thead> <tr> <th rowspan="2"></th> <th colspan="3">Mandatory Contributions</th> </tr> <tr> <th>Total %</th> <th>Total Employer %</th> <th>Total Employee %</th> </tr> </thead> <tbody> <tr> <td>Average</td> <td>20.66%</td> <td>12.11%</td> <td>8.55%</td> </tr> <tr> <td>RFTA</td> <td>12.55%</td> <td>12.55%</td> <td>0.00%</td> </tr> <tr> <td>Difference</td> <td> -8.11%</td> <td> 0.44%</td> <td> -8.55%</td> </tr> <tr> <td>Target Minimum</td> <td>20.00%</td> <td></td> <td></td> </tr> </tbody> </table> <p>Based upon the initial due diligence performed by staff, there are multiple strategies to move closer to, reach, or exceed the 20% target minimum, if desired:</p> <ol style="list-style-type: none"> 1. Increase employee contributions with mandatory employee contributions in 401(a) Plan, 2. Increase employer contributions in 401(a) Plan, 3. Implement an employer matching program in the 401(a) Plan to incentivize employees to save in the 457(b) Plan, 		Mandatory Contributions			Total %	Total Employer %	Total Employee %	Average	20.66%	12.11%	8.55%	RFTA	12.55%	12.55%	0.00%	Difference	 -8.11%	 0.44%	 -8.55%	Target Minimum	20.00%		
	Mandatory Contributions																							
	Total %	Total Employer %	Total Employee %																					
Average	20.66%	12.11%	8.55%																					
RFTA	12.55%	12.55%	0.00%																					
Difference	 -8.11%	 0.44%	 -8.55%																					
Target Minimum	20.00%																							

	<ol style="list-style-type: none"> 4. Increase education for employees to contribute or increase their contributions into 457(b) Plan, 5. Change from voluntary enrollment to automatic enrollment into 457(b) Plan with opt-out election, and 6. Opt back into Social Security (with special considerations).
<p>Background/ Discussion:</p>	<p><u>RFTA’s Retirement Program:</u></p> <ul style="list-style-type: none"> • 401(a) Plan: A “public retirement system” generally means a pension, annuity, retirement or similar fund or system maintained by a state or local government that provides a minimum retirement benefit to employees. In accordance with the U.S. Social Security Act, state or local government employees covered by a public retirement system are exempt from mandatory Social Security coverage. RFTA has opted out of Social Security coverage and offers a public retirement system for its employees, called the Roaring Fork Transportation Authority Public Employees’ Retirement Plan and administered by the Plan Board (comprised of one permanent member (RFTA CFAO), two elected plan participants/employees, one elected alternate plan participant/employee, and two appointed members). This benefit is a 401(a) Plan Money Purchase Plan with defined employer contributions (currently at 12.55% of compensation). The 401(a) Plan is considered a Social Security replacement plan since RFTA employees are not currently covered by Social Security. • Life and Accidental Death & Dismemberment (AD&D) Insurance: In addition to the 401(a) Plan, RFTA offers Life and AD&D Insurance coverage as a replacement for Social Security Survivors Benefits at no cost to employees. • 457(b) Plan: RFTA employees have an opportunity to save their own money for retirement through a voluntary 457(b) Plan deferred compensation plan. There are no mandatory employee contributions. The Colorado Retirement Association (f/k/a CCOERA) administers the 457(b) Plan. <p><u>2020 Budget Planning/Surveys and Analysis:</u></p> <ul style="list-style-type: none"> • Compensation and Benefits Market Survey: During the 2020 budget planning process, RFTA staff utilized a third party consultant (Employers Council) to conduct a Compensation and Benefits market survey for RFTA as part of its ongoing review of RFTA’s total compensation package to identify opportunities for improvement in order to remain competitive in the market. Historically, RFTA has conducted a biennial market survey for compensation (the prior one was completed in 2017 and implemented in 2018) but has not done one for benefits in a long time. The benefits survey confirmed that RFTA does not have any major gaps in overall benefits coverage and that it is more generous than the market with respect to paid time off and with health and dental benefits. <ul style="list-style-type: none"> ○ With respect to RFTA’s Retirement Program, the results indicated that RFTA’s <i>employer</i> contribution of 12.55% into the 401(a) Plan was higher than the average percentage contribution by employers in the survey group. • Peer Market Analysis: In addition to the work performed by Employers Council, RFTA staff had requested a Peer Market Analysis from Innovest (the Investment Advisor and fiduciary to the 401(a) Plan) that compared total percentage contributions for retirement (including employee and employer share).

- Innovest evaluated 15 Colorado cities and counties based on 401(a) Plans with demographic similarities to RFTA (i.e. population, size, rural, etc.) and compared the mandatory contribution rates.
 - For plans like RFTA that do not participate in Social Security, Innovest recommends that the total contribution rate is a *minimum* of 20% of compensation.
 - Their findings revealed that RFTA's *total* contribution rate of 12.55% falls below the average total contribution rate of 20.66% across the 15-plan peer group and below the average total contribution rate of 15% for the 4 peer plans that opted out of Social Security.
- **RFTA Employee Survey:** Based upon a recent RFTA Employee Survey conducted by RFTA's Human Resources Department, out of 100 respondents 90% indicated they were either satisfied or extremely satisfied with the 401(a) Plan and 57% indicated that an employer matching program is the benefit they would prefer the most.
- **2020 Draft Budget:** Included in the 2020 draft budget are market adjustments to wages and enhancements to health insurance benefits; however, staff is continuing its due diligence with respect to RFTA's Retirement Program and available options for consideration and will need additional time to analyze the various options before reaching a recommendation regarding a proposed change.

Ability to Change the 401(a) Plan:

- RFTA staff verified with benefits counsel (Holland & Hart) that the existing 401(a) Plan can be restated or amended to incorporate changes to the employer contribution rate of 12.55% or to implement an employer matching program that can increase the employer contribution rate in the 401(a) Plan based on the employee contribution rate into a 457(b) Plan. As Administrator of the 401(a) Plan, the Plan Board is required to approve changes to the Plan. The RFTA Board is required to approve budget appropriations for RFTA's employer contributions into the 401(a) Plan.
- RFTA staff is currently working with the 401(a) Plan record keeper (Empower Retirement) in order to identify the technical requirements needed to administer a matching program and evaluate the capability of RFTA's internal payroll software system and processes to meet these requirements.

Opting into Social Security:

- RFTA staff consulted with benefits counsel (Holland & Hart) to the 401(a) Plan and verified that RFTA can opt back into Social Security by entering into a Colorado Section 218 Agreement. This agreement is a voluntary agreement between a state and the Social Security Administration to provide Social Security coverage to certain state and local government employees. The election to be covered under a state's Section 218 Agreement is **irrevocable**. There are 2 methods of opting into Colorado's Section 218 Agreement: (1) Hold a referendum election or (2) terminate the existing 401(a) Plan.
- Considerations of moving to Social Security coverage:
 - No ability to grandfather existing employees to remain outside of Social Security coverage

	<ul style="list-style-type: none"> ○ Social Security Windfall Elimination Provision (WEP) <ul style="list-style-type: none"> ▪ Reduces Social Security benefit to adjust for the years that the employee was receiving “non-covered” pension benefits, such as RFTA’s 401(a) Plan benefit. ▪ Employees who pay into Social Security on at least 30 years of substantial earnings will not receive a reduced benefit under the WEP. ▪ Employees who do not pay into Social Security for at least 30 years will have their benefit reduced by the WEP. ○ Referendum election may harm employee relations ○ 401(a) Plan termination would create a distributable event giving the employee the choice of either: <ul style="list-style-type: none"> ▪ Taking a lump sum distribution (taxable event subject to early withdrawal penalties) ▪ Rolling their benefit over to an Individual Retirement Account (IRA) or replacement plan
Governance Policy:	RFTA Board Governing Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	None at this time; however, increasing RFTA’s employer contribution by 1% can potentially increase annual costs by an estimated range between \$185,000 and \$220,000 in 2020.
Attachments:	None

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

Meeting Date:	November 14, 2019
Agenda Item:	Resolution 2019-27: 2019 Supplemental Budget Appropriation
Strategic Outcome:	Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
Recommendation:	Adopt Supplemental Budget Appropriation Resolution 2019-27
Executive Summary:	<p>As part of our on-going review, staff has identified the items described below requiring amendments to previously budgeted items based on current projections. Staff is taking a conservative approach regarding revenue growth from a budgetary perspective. With respect to capital projects, staff identified budgeted savings from several projects to repurpose for other capital needs.</p> <p><u>General Fund:</u></p> <ol style="list-style-type: none"> 1. Sales tax revenues – collections through August are up approximately 12.5% over budget. The amount of additional Sales tax revenue requested represents the excess collections through August while revenues may continue to exceed budget for the remainder of the year. Staff requests the following amendment to revenue estimates: <ol style="list-style-type: none"> a. \$1,940,000 increase in Sales tax revenues 2. Property tax revenues – collections through October are up approximately 2.4% over budget. The amount of additional Property tax revenue requested represents the excess collections through October, primarily attributable to Specific Ownership Taxes. Staff requests the following amendment to revenue estimates: <ol style="list-style-type: none"> a. \$205,000 increase in Property tax revenues 3. Lease proceeds - The Facilities staff cleans the Glenwood Maintenance Facility floor using a M20 Sweeper Scrubber. The existing equipment has exceeded its useful life. At the March 14th Board meeting, the RFTA Board approved Supplemental Budget Appropriation Resolution 2019-06 which included the lease purchase of equipment, specifically for a Sweeper Scrubber that will replace the existing one. After staff’s attempts to finalize the lease purchase financing for this equipment with the lender and, in consultation with RFTA’s general counsel and bond counsel, it was determined that the lease purchase financing was no longer a workable option and that opting to pay cash is the recommended course of action in order to purchase the equipment and have it available by the winter high season. Staff requests the following amendment to remove the lease proceeds: <ol style="list-style-type: none"> a. \$60,000 decrease in Other financing sources

	<p>4. Capital Projects – staff identified several budgeted projects that will have unexpended budget available. The GMF Stairs Project and GMF Storage Project were both originally budgeted as individual projects but are now included in the scope of the GMF Vehicle Maintenance Expansion Project planned for 2020. The Rio Grande Trail Asphalt Pavement Repair Project has experienced delays and budget is included in the 2020 draft budget. Staff requests to repurpose the unexpended budget to fund the following capital needs, resulting in a net-zero change in capital budget:</p> <ul style="list-style-type: none"> a. Clever Devices Upgrade – Clever Devices software was implemented as part of RFTA’s VelociRFTA BRT system in 2013. Staff is working on a full software system upgrade and additional funds of approximately \$100,500 are needed to purchase the supporting servers and software. b. Ticket Vending Machine Pin Pad Upgrade – 11 Genfare Ticket Vending Machines (TVMs) were installed and placed into service as part of RFTA’s VelociRFTA BRT system in 2013. The TVMs use Verifone Vx700 pin pads to read and accept credit cards. Last month, failures started to occur and the vendor no longer supports the type of pin pads we have. Genfare has available newer pin pads for chip-enabled credit cards that provide more security. Staff recommends to replace and upgrade the TVM pin pads with the new and more secure pin pads as they become available for approximately \$101,425. c. Senior Van Replacement – At the end of 2018, the vehicle used to provide the Senior Van services in Pitkin County was involved in an accident resulting in a total loss. RFTA collected approximately \$40,708 from insurance recoveries. Staff has been working to replace the vehicle and the estimated cost for the replacement vehicle and IT equipment is approximately \$93,535. d. AMF Ground Lift Repair – Ground lifts are utilized by mechanics when servicing the bus fleet. Staff recently identified the need to repair and maintain the ground lifts which would extend their useful life. The estimated cost is approximately \$37,500. 				
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:	<p>Net increase (decrease) to 2019 fund balance by fund:</p> <table border="1" data-bbox="667 1577 1271 1640"> <tr> <td>General Fund</td> <td>\$ 2,085,000</td> </tr> <tr> <td>Total</td> <td>\$ 2,085,000</td> </tr> </table>	General Fund	\$ 2,085,000	Total	\$ 2,085,000
General Fund	\$ 2,085,000				
Total	\$ 2,085,000				
Attachments:	Yes, please see Resolution 2019-27 attached.				

Director _____ moved adoption of the following Resolution:

BOARD OF DIRECTORS

ROARING FORK TRANSPORTATION AUTHORITY

RESOLUTION NO. 2019-27

2019 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 2019 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, November 14, 2019 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 2019 budget as summarized herein:

General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Sales tax	\$ 1,940,000	True up to actuals over budget through August
Property tax	205,000	True up to actuals over budget through October
Other financing sources	(60,000)	Tennant M20 Scrubber/Sweeper: opt to pay cash; reduce lease proceeds
Total	\$ 2,085,000	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$ 23,236,000	\$ 1,940,000	\$ 25,176,000
Property tax	8,457,000	205,000	8,662,000
Grants	14,393,741	-	14,393,741
Fares	5,151,000	-	5,151,000
Other govt contributions	4,895,906	-	4,895,906
Other income	804,300	-	804,300
Other financing sources	365,978	(60,000)	305,978
Total	\$ 57,303,925	\$ 2,085,000	\$ 59,388,925

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ (100,500)	Repurpose identified savings from GMF Stairs Project
Capital	(75,000)	Repurpose identified savings from GMF Storage Project
Capital	(157,460)	Repurpose identified savings from Rio Grande Trail Asphalt
Capital	100,500	Supporting Servers and Software needed for Clever Devices full software system upgrade
Capital	101,425	Upgrade Ticket Vending Machine Pin pads
Capital	93,535	Senior Van Replacement
Capital	37,500	AMF Ground Lift Repair
Total	\$ -	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$ 1,833,277	-	\$ 1,833,277
Transit	24,153,005	-	24,153,005
Trails & Corridor Mgmt	589,025	-	589,025
Capital	23,236,905	-	23,236,905
Debt service	1,551,321	-	1,551,321
Other financing uses	2,506,742	-	2,506,742
Total	\$ 53,870,275	\$ -	\$ 53,870,275

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

Revenues and other financing sources	\$ 2,085,000
Less Expenditures and other financing uses	-
Net increase (decrease) in fund balance	\$ 2,085,000

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 22,305,268 *
2018-22 & 2018-23	\$ 22,305,268	\$ 453,899	22,759,167
2018-26 & 2018-27	22,759,167	7,652,913	30,412,080
2019-02	30,412,080	(5,922,520)	24,489,560
2019-04	24,489,560	(914,287)	23,575,273
2019-06	23,575,273	(2,760,199)	20,815,074
2019-08	20,815,074	3,364,800	24,179,874
2019-20	24,179,874	(331,461)	23,848,413
2019-24	23,848,413	1,890,505	25,738,918
2019-27	25,738,918	2,085,000	27,823,918
Total Net Change		\$ 5,518,650	

* Audited

That the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2019 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 14th day of November, 2019.

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

By: _____
Art Riddile, Chair

I, the Secretary of the Board of Directors (the "Board") of the Roaring Fork Transportation Authority (the "Authority") do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on November 14, 2019 (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 _____, 2019.

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

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

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: November 14, 2019

2019 USDOT BUILD Grant Awards Announced: RFTA Not Awarded Funding:

Despite RFTA’s best efforts to advocate on behalf of its 2019 BUILD Grant application, for \$7.983 million to expand the Glenwood Maintenance Facility, it was not awarded any funding. On the bright side, \$43 million in BUILD grant funding was awarded for roadway improvements in Aurora and El Paso County, however, no other projects in Colorado received BUILD funding.

This is disappointing news for RFTA, but with only \$900 million in BUILD Grant funding nationwide, and \$10 billion in requests, the competition was fierce. Many thanks to Board Members, Art Riddile and Jeanne McQueeney, for making the trip to Washington D.C. to meet with RFTA’s Congressional Delegation and USDOT staff to seek support for RFTA’s grant application. Thanks, too, to other Board members, local governments, and businesses for making phone calls to USDOT decision-makers and/or writing letters of support on behalf of RFTA’s application. We are heartened and grateful for all of the local and state-wide support our application received.

RFTA staff will participate in a USDOT debrief to learn what, if anything, could have been done to make RFTA’s application more competitive, however, it is likely that RFTA’s application was highly rated and there just wasn’t enough funding to go around.

While RFTA will likely reapply for BUILD grant funding in 2020, staff will also apply for other grants and, by strategically phasing the project, attempt to advance the GMF expansion absent BUILD grant funding, since there are no guarantees that any will ever be received.

Chief Operating Officer October Update: *Kurt Ravenschlag, COO*

Please see 111419_Destination 2040 Update.pdf included in the November 2019 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the RFTA Board Meeting Agenda packet.

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

Please see the “11-14-19 Planning Department Update.pdf” included in the November 2019 RFTA Board Meeting Portfolio.pdf, attached to the email transmitting the RFTA Board Meeting Agenda packet.

2019 Actuals/Budget Comparison (August YTD)

2019 Budget Year				
General Fund	September YTD			
	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales and Use tax (1)	\$ 15,618,005	\$ 13,992,601	11.6%	\$ 23,236,000
Property Tax	\$ 8,600,501	\$ 8,457,000	1.7%	\$ 8,457,000
Grants	\$ 1,298,363	\$ 1,298,363	0.0%	\$ 14,393,741
Fares (2)	\$ 3,795,665	\$ 3,658,699	3.7%	\$ 5,151,000
Other govt contributions	\$ 4,414,584	\$ 4,411,819	0.1%	\$ 4,895,906
Other income	\$ 710,367	\$ 673,310	5.5%	\$ 804,300
Total Revenues	\$ 34,437,486	\$ 32,491,792	6.0%	\$ 56,937,947
Expenditures				
Fuel	\$ 1,234,958	\$ 1,406,510	-12.2%	\$ 1,833,277
Transit	\$ 17,622,437	\$ 18,176,842	-3.1%	\$ 24,153,005
Trails & Corridor Mgmt	\$ 343,429	\$ 335,476	2.4%	\$ 589,025
Capital	\$ 4,684,753	\$ 4,636,717	1.0%	\$ 23,236,905
Debt service	\$ 670,680	\$ 659,056	1.8%	\$ 1,551,321
Total Expenditures	\$ 24,556,255	\$ 25,214,602	-2.6%	\$ 51,363,533
Other Financing Sources/Uses				
Other financing sources	\$ 235,870	\$ 235,870	0.0%	\$ 365,978
Other financing uses	\$ (1,921,045)	\$ (1,921,045)	0.0%	\$ (2,506,742)
Total Other Financing Sources/Uses	\$ (1,685,175)	\$ (1,685,175)	0.0%	\$ (2,140,764)
Change in Fund Balance (3)	\$ 8,196,056	\$ 5,592,014	-46.6%	\$ 3,433,650

(1) Sales tax revenue is received 2 months in arrears (i.e. July tax is received and recorded in September).

(2) Through September, fare revenue is up at 2% and ridership is slightly up at 1% compared to the prior year. Over the course of the year, the timing of bulk pass orders by outlets and businesses can affect the % change. The chart below provides a YTD September 2018/2019 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 9/2018	YTD 9/2019	Increase/ (Decrease)	% Change
Regional Fares	\$ 3,005,834	\$ 3,142,008	\$ 136,174	5%
Maroon Bells	\$ 707,759	\$ 627,488	\$ (80,271)	-11%
Total Fare Revenue	\$ 3,713,593	\$ 3,769,496	\$ 55,903	2%
Ridership on RFTA Regional Services*:	YTD 9/2018	YTD 9/2019	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	714,775	704,994	(9,781)	-1%
BRT	725,020	783,193	58,173	8%
Carbondale Shuttle	115,025	115,199	174	0%
SM-DV	53,586	58,913	5,327	10%
SM-INT	208,972	198,839	(10,133)	-5%
Grand Hogback	78,352	78,193	(159)	0%
Maroon Bells	240,072	214,173	(25,899)	-11%
Total Ridership on RFTA Fare Services	2,135,802	2,153,504	17,702	1%
Avg. Fare/Ride	\$ 1.59	\$ 1.62	\$ 0.03	2%
Avg. Fare/Ride MB	\$ 2.95	\$ 2.93	\$ (0.02)	-1%

* Excludes Aspen-Snowmass Regional service which is fare-free due to EOTC contributions.

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

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage September 2019 YTD				Hours September 2019 YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	3,172,041	3,171,633	408	0.0%	143,970	143,456	514	0.4%
City of Aspen (1)	436,344	477,035	(40,691)	-8.5%	49,789	51,648	(1,858)	-3.6%
Aspen Skiing Company	205,993	227,394	(21,401)	-9.4%	15,673	15,206	467	3.1%
Ride Glenwood Springs	88,951	89,511	(560)	-0.6%	7,375	7,348	27	0.4%
Grand Hogback	161,346	160,318	1,028	0.6%	6,368	6,311	57	0.9%
Specials/Charters	12,439	11,453	986	8.6%	1,021	978	43	4.4%
Senior Van	14,960	14,982	(22)	-0.1%	1,339	1,357	(18)	-1.3%
MAA Burlingame	23,676	23,646	30	0.1%	1,680	1,663	18	1.1%
Maroon Bells (2)	71,582	81,265	(9,683)	-11.9%	5,969	6,504	(535)	-8.2%
Total	4,187,332	4,257,237	(69,905)	-1.6%	233,185	234,470	(1,285)	-0.5%

(1) Budget includes Brush Creek to Rubey Park Shuttle as part of SHIFT, which the City subsequently decided not to run.
(2) Started one week later than budgeted in June.

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report

Service	Sep-18 YTD	Sep-19 YTD	# Variance	% Variance
City of Aspen	1,115,299	1,170,259	54,960	4.93%
RF Valley Commuter	2,074,380	2,135,437	61,057	2.94%
Grand Hogback	78,352	78,193	(159)	-0.20%
Aspen Skiing Company	433,754	471,717	37,963	8.75%
Ride Glenwood Springs	129,520	124,321	(5,199)	-4.01%
X-games/Charter	35,486	53,012	17,526	49.39%
Senior Van	2,925	2,981	56	1.91%
MAA Burlingame	62,844	65,053	2,209	3.52%
Maroon Bells	240,072	214,173	(25,899)	-10.79%
GAB Transit Mitigation Svcs.	-	-	-	N/A
Total	4,172,632	4,315,146	142,514	3.42%

Subset of Roaring Fork Valley Commuter Service with BRT in 2019

Service	YTD Sept 2018	YTD Sept 2019	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	714,775	704,994	(9,781)	-1%
BRT	725,020	783,193	58,173	8%
Total	1,439,795	1,488,187	48,392	3%

2020 RFTA Annual Budget – Schedule

Date	Activity	Status
8/8/2019	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	Completed
9/12/2019	Presentation/Direction/Action: 1 st draft budget presentation	Completed
10/10/2019	Presentation/Direction/Action: 2 nd draft budget presentation	Completed
11/14/2019	Presentation/Direction/Action: 3rd draft budget presentation	<i>On schedule</i>
12/12/2019	Public Hearing: <ul style="list-style-type: none"> Final budget presentation and adoption Review and approve the final certifications of valuations from the Eagle, Garfield, and Pitkin County Assessors 	<i>On Schedule</i>

Facilities and Bus Stop Maintenance November 14, 2019
Capital Projects Update

Projects currently under construction:

Rio Grande Trail improvements:

- Mueller construction is back working on the Sopris Creek Bridge repairing the undermining of the bridge abutments. That section of the Rio Grande Trail is closed to all traffic and a detour is in place. The work is expected to be completed by the end of November.

Parker House water delivery system:

- The work to repair the water and sewer systems at the Parker House employee housing is complete and all housing units are back in commission.

Construction projects completed in 2019:

Staff has completed the following construction projects in 2019.

- The remodeling of unit 6 and cabin1 at the Parker House has been completed.
- The remediation of the damage done by the raccoons at the CMF has been completed.
- BEB charging systems have been installed
- Blue Lake bus stop construction and rehab project has been completed
- Parker House water delivery system replacement and sewer line repair has been completed.

Construction projects currently out to bid:

- Staff has the following projects out to bid, however, staff has had difficulty attracting any interest in these projects. Staff is releasing these RFP's multiple times and extend the time frames for the work and anticipates that some of these projects will extend into 2020.
 - The refinishing/replacement of the outside BRT benches and installation of wind screens.
 - The replacement of the rain gutter systems at the CMF
 - Repairs to the roof and installation of foam roof insulation at the CMF.

Construction projects currently in the design process:

- AMF tank farm replacement project is ready to go out to bid with an anticipated start date of April 1, 2020.
- The GMF expansion project plan set is 90% complete and staff has submitted a location and extent land use application to the City of Glenwood Spring for review by the planning and zoning commission. The hearing is scheduled for December 17.
- Rio Grande Trail Design Standards. The final version of the Rio Grande Trail Standards has been submitted to staff for one last review before finalization.
- Design of the HVAC upgrades necessary to allow CNG buses to be serviced at the AMF and upgrades to both the AMF and GMF building automation systems (BAS). The plan set is currently at 60% design.
- Staff has added additional scope to the Mid Valley bus station improvement to add the design of two bus stops at JW drive in El Jebel and the residing of the Sagewood bus stops.
- 27 street pedestrian crossing. The conceptual study for this project has been completed.

Facilities, Rail Corridor & Trail Update RFTA Railroad Corridor

Right-of-Way Land Management Project: Along with its legal and engineering consultants, RFTA staff is and will continue to be working on the following tasks in 2019:

- Staff has begun to utilize a new review process for projects proposing to make use of the Railroad Corridor. This process allows staff to have railroad and legal experts review, assess and report on proposed development impacts along the Railroad Corridor along with making recommendations - regarding potential mitigation for the impacts that RFTA can provide to permitting jurisdictions. (Ongoing)

Staff is in the process of approaching every adjacent, unlicensed property owner and working with them to get a license in place for access across, or encroachments into the RFTA Railroad Corridor. (Ongoing)

Staff is also working on several ditch issues by completing some research on the rights of the ditch owners vs. the rights of the Railroad Corridor owner, as it relates to ditch spoils and weed management of the ditches. (Ongoing)

- **Recreational Trails Plan (RTP)** – The Planning Department and Facilities departments are working collaboratively with regional stakeholders to update the 2005 Recreational Trails Plan (RTP). Following unanimous RFTA Board adoption of the Access Control Plan (ACP) in early 2018, the RTP is the second component plan of the larger Corridor Comprehensive Plan that guides management of the entire Rio Grande Railroad Corridor from Glenwood Springs to Aspen. (Ongoing)
- **Federal Grant Right of Way (fgrow) project** – Staff continues to identify and approach adjacent property owners located in the fgrow areas in an attempt to negotiate the exchange of Bargain and Sale deeds. (Ongoing)
- **Covenant Enforcement Commission (CEC)** – Staff completed the annual CEC assessment of the Railroad Corridor on September 19th and 20th. **The annual CEC meeting was held October 24, 2019. A presentation with CEC recommendations to the RFTA Board will be made at the January 9, 2020 meeting.**

As a reminder, the CEC was established as a result of an agreement between RFTA's predecessor, the Roaring Fork Railroad Holding Authority ("RFRHA"), and the Board of Trustees of Great Outdoors Colorado ("GOCO"). GOCO provided funds for the purchase of the Corridor in 1997. Originally RFRHA was required to place a conservation easement on the entire Corridor. Based on concerns about securing federal funding for future RFRHA transportation projects, the Conservation Easement was removed from the entire 33.4 miles of the Corridor and replaced with Restrictive Covenants, in ten discrete areas. The obligations of the Restrictive Covenants now belong to RFTA. GOCO allowed modification of its original grant agreement in return for RFRHA managing the restrictive covenants and setting up the CEC. The CEC is made up members from the original members of RFRHA, Pitkin County Open Space and Trails (POST) and two at-large community members that reside in Pitkin County and Eagle County. In practice, a consultant with familiarity with the Corridor and the Covenants performs an inspection of the Conservation areas and presents a report to the CEC. The CEC then reviews the report and sends a letter of recommendations to the RFTA Board for review.



Rio Grande Trail Update

- Staff continues working to beautify the corridor through Carbondale, called the Rio Grande ArtWay.
 - The Masterplan is on RFTA's website. <http://www.rfta.com/trail-documentation/>
 - ❖ Please feel free to reach out to Brett Meredith, bmeredith@rfta.com if you have any questions or comments regarding this community, place-making project.
 - The Youth ArtPark design process is underway and Carbondale Arts is seeking grants/funding for this project.
 - Rail artifacts that have been refurbished have begun to show up along the ArtWay Corridor
- Staff is busy getting ready for winter and already preparing for next year's projects.
- Mueller Construction is back onsite finishing up the Sopris Creek/Emma Bridge Repairs. They will also be working through some punch list items on all three bridge project locations.
- The first Rio Grande Trail seasonal staff person has completed his duties for the year and has moved on. We are very grateful for the extra help that Kyle Pieti gave us and feel that we accomplished a lot.
 - Staff launched a trail etiquette campaign. It will be a year long endeavor with each month having different themes. The themes range anywhere from being prepared to following rules to respecting other trail users. The tagline for the campaign is "Connect Protect Respect" and you can find out more here: www.riograndetrail.com
 - Staff hired DHM to perform a vegetation analysis and to put together a revegetation plan for the corridor.
 - Staff has been researching and trying equipment to find the best mower for keeping the shoulders and intersection sight lines clear. Staff has identified a piece of equipment that will work and is working through the procurement process to secure this new equipment.
 - Staff completed the annual CEC tour with our 3rd Party Consultant, and our annual meeting to go over the report is scheduled for the evening of October 24th.
 - Our biggest challenges are with utility and ditch companies.