

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

TIME: 8:30 a.m. – 9:00 a.m., Thursday, June 9, 2022

Regular Location: In-Person at Town Hall (Room 1), 511 Colorado, Carbondale, CO 81623

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

(This Agenda may change before the meeting)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	8:30 a.m.
2	Public Hearing:	2.1	Public Input	8:32 a.m.
	A. Public Comment Regarding Pending Summer Season Service Reductions Due to Inadequate Staffing Levels – Kurt Ravenschlag, COO, page 4			
3	Executive Session:			8:40 a.m.
	A. Paul Taddune, General Counsel: Pursuant to C.R.S. 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal or other property interests (Possible acquisition and lease for RFTA employee affordable housing)	3.5.2.B.	Executive Session	
4	Approval of <u>Minutes</u>: RFTA Board Meeting May 12, 2022, pg. 7		Approve	8:45 a.m.
5	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.
6	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	8:52 a.m.
7	Consent Agenda:	2.10.6	Approve	8:53 a.m.
	A. Approval of Staff Recommendation to Use RFTA 2022 Budgeted \$175,000 Contribution for the “Meet Me in the Middle” LoVa Trail Project, Solely for the Glenwood Springs Segment of the Project – Dan Blankenship, CEO page 16	4.2.5	Approve	
	B. Eagle County and RFTA to Update Management Agreement for Mid-Valley Trails Committee – Angela Henderson, Assistant Director, Project Management & Facilities Operations, page 18	2.0	Approve	
	C. Pitkin County Open Space and Trails – Gerbazdale Pedestrian Bridge Connection to the Rio Grande Trail – Angela Henderson, Assistant Director, Project Management & Facilities Operations, page 20	2.8.1	Approve	
8	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 23	2.8.6	FYI	8:54 a.m.
	(Agenda Continued on Next Page)			

	Agenda Item	Policy	Purpose	Est. Time
9	Issues to be Considered at Next Meeting:			
	To Be Determined at May June 9, 2022 Board Meeting	4.3	Meeting Planning	8:55 a.m.
10	Next Meeting: 8:30 a.m. – 11:30 a.m., July 14, 2022: In-person at Carbondale Town Hall, 511 Colorado, Carbondale, 81623, or via Webex Teleconference (details to be provided later)	4.3	Meeting Planning	8:56 a.m.
11	Adjournment: (Followed Directly by RFTA Board Strategic Planning Summit)		Adjourn	9:00 a.m.

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RFTA Board of Directors Strategic Planning Summit

June 9, 2022

Carbondale Town Hall

Facilitated by Andrea Palm Porter

Summit Agenda:

Time	Topic & Outcome
8:30 a.m.	Abbreviated RFTA Board Meeting
9:10 a.m.	Summit Opening and Introductions
9:15 a.m.	Environmental Scan: Challenges and Opportunities for RFTA
9:45 a.m.	Break
10:00 a.m.	RFTA Strategic Plan Overview, Modifications if needed and/or Affirmation
10:30 a.m.	Selection of three Strategic Outcome Objectives for further exploration during the afternoon session
12:00 p.m.	Lunch – Keynote Speaker Garrett Fitzgerald
1:00 p.m.	Small Group Discussions and Reports on three selected 2023 Strategic Outcomes
2:15 p.m. – 2:30 p.m.	Wrap Up

**RFTA BOARD OF DIRECTORS MEETING
“PUBLIC HEARING” AGENDA ITEM SUMMARY # 2. A.**

Meeting Date:	June 12, 2022
Subject:	Public Comment Regarding Pending Summer Season Service Reductions Due to Inadequate Staffing Levels
Strategic Outcome:	5.0 Satisfied Customers 3.0 Sustainable Workforce
Strategic Objective:	5.4 Provide easy, modern and reliable services 3.2 Provide competitive compensation and benefit packages 3.3 Provide comfortable and affordable short-term and long-term housing solutions
Presented By:	Kurt Ravenschlag, COO Ian Adams, Operations Director
Staff Recommends:	Staff is seeking RFTA Board support of the recommended 2022 summer service reductions. Given the short time frame until the summer season begins, and all of the behind-the-scenes work required to develop schedules and shifts for Bus Operators and communicate the changes to the Public, there was insufficient time to explore other alternatives or to provide a 30-day Public Comment period. Given the urgency, at the May 12 meeting, the Board waived the Public Notice requirement (see Governance Policy cited below). However, even though the service reductions will have gone into effect on Monday, June 6, the opportunity for Public Comment is being provided at the June 9 Board Meeting.
Executive Summary:	<p>Due to staffing constraints RFTA it is necessary to reduce RFTA’s summer service levels for the 2022 season. Changes are proposed to the following services.</p> <p>BRT Service</p> <ul style="list-style-type: none"> • Reduction from 149 to 116 trips daily • 15 Minute headways between 4:35am-10:50am & 1:50pm-7:20pm • 30 Minute headways at all other times • Up Valley service hours 4:35am-11:20pm • Down Valley service hours 5:50am-12:20am <p>HGB Service</p> <ul style="list-style-type: none"> • Reduction from 48 to 41 trips daily from spring 2022 to summer 2022. • 7 less trips to/from New Castle and Glenwood Springs compared to Spring 2022 season <p>Valley Express</p> <ul style="list-style-type: none"> • Elimination of all 12 express trips for Summer 2022 season <p>Snowmass Valley Direct</p> <ul style="list-style-type: none"> • No Snowmass Valley Direct Trips for the Summer 2022 season <p>Maroon Bells</p> <ul style="list-style-type: none"> • Reduction in headways from 15 minutes to 20 minutes beginning at 1:00pm <p>BG-MAA</p> <ul style="list-style-type: none"> • Reduction in headways during morning peak, service will operate at 30 minutes headways during entire service day.

Background Discussion:

The Roaring Fork Transportation Authority utilizes an Operational Readiness calculator to determine whether or not we have the appropriate level of Bus Operators to deliver a particular season's scheduled service. For example, a 100% readiness means RFTA has the exact number of bus operators to cover the scheduled service. However, 100% readiness does not account for vacations, sick absences, FMLA or other reasons an employee might be away from work. Ideally, RFTA would have a 120% readiness to account for all the various absences the Operations' staff would be dealing with on a day-to-day basis. RFTA has established a threshold of 105% readiness before service reductions would be necessary to reliably deliver scheduled service.

Without any service reductions for the 2022 summer season, RFTA is projecting a 90% operational readiness. This is 10% below even being able to cover scheduled service without any absences. RFTA has identified service cuts for the 2022 summer season that would put RFTA at a 105% operational readiness and be able to accommodate the expected absences this summer season and reliably deliver the published schedule to the public. At this level of readiness, we will still need a healthy contingent of overtime from our workforce to ensure service is delivered reliably to our customers. These modifications represent 108 service hours reduced per day or 13% of normally scheduled summer service hours, but only reflects a 7% reduction of scheduled trips to the public.

Figure 1. Summer 2022 Proposed Service Reductions

Services Provided by RFTA	Planned Summer 2022 Daily # One-Way Trips	Reduced Summer 2022 Daily # One-Way Trips	# Variance Summer 2021 to Summer 2022	% Variance Summer 2021 to Summer 2022
Valley Local Commuter	84	84	0	0%
Valley Express	12	0	-12	-100%
BRT	149	116	-33	-22%
Carbondale Circulator	65	65	0	0%
Hogback I-70 Corridor	48	41	-7	-15%
Brush Creek to Snowmass	70	70	0	0%
Rubey Park to Snowmass	1	1	0	0%
Snowmass Valley Direct	3	0	-3	-100%
Music School (MAA)	62	62	0	0%
BG-MAA	74	62	-12	-16%
Maroon Bells	64	59	-5	-8%
Woody Creek	25	25	0	0%
Ride Glenwood	25	25	0	0%
City of Aspen	289	289	0	0%
Total Daily Trips	971	899	-72	-7%

How did we get here...

RFTA has been struggling with staffing shortages over the last 18 months as have many of the employers across the nation and within our region. RFTA has accommodated these staffing shortages through reduced service levels during the heart of the global pandemic or by asking more of our workforce. This past 2021/2022 winter, RFTA made the decision to deliver our pre-pandemic service levels to the public. As this strategy helped rebuild our ridership base and bolster the winter economy, it proved to not be a sustainable strategy as our staffing levels had not returned to pre-pandemic levels. RFTA has been in a non-stop hiring process since the winter of 2020/2021, but has made little progress to adding to our ranks and hitting or maintaining our target of 185 fulltime CDL Bus Operators as seen

in Figure 2.

Figure 2. Turnover of Bus Operators

Target # of Bus Operators	185
Average # of Bus Operators over last 18 months	151
# of New Bus Operators hired and trained over last 18 months	139
# Bus Operators lost over last 18 months	136
Turnover Rate	90%

In trying to determine the cause for these challenges of attracting and retaining the needed CDL workforce, it appears to be a multitude of factors.

- Lack of affordable housing or RFTA provided housing
- Region’s high cost of living
- Increased demand for freight CDL drivers with higher wages
- Generous unemployment benefits
- Shift work with varying schedules
- Daily enforcement of mask usage
- People’s overall patience and grace with one another
- Inflation

All of these factors have played some role in RFTA’s inability to attract and retain the needed CDL workforce to reliably deliver its summer 2022 schedule as planned. RFTA is actively working to mitigate the barriers listed above to the best of our ability in order to prepare for the 2022/2023 winter season and hit our CDL staffing target and avoid further service reductions.

Governance Policy:

RFTA Board Treatment of the Public Policy 2.1 states, “The CEO shall not fail to clearly communicate to the public what may be expected from the services offered. The public shall be provided an opportunity to comment on proposed “major” service reductions and to any changes in fares at least 30 days prior to implementation of them. Major Service changes are defined as:

- A. Reductions in service hours for an upcoming season that are greater than 10% when compared to the same season in the previous year;
- B. Elimination of a route or a portion of a route (except for seasonal services such as the Bike Express);
- C. Reduction in regular headways of 20% or greater; and
- D. Other changes that RFTA staff may deem significant.

The requirement for an opportunity for public comment on proposed “major” service reductions and to any changes in fares at least 30 days prior to their implementation may be waived by the RFTA Board in the event of an emergency. In the event the emergency waiver is exercised, an opportunity for public comment will be scheduled as quickly as possible after the waiver is exercised or the “major” service reduction or fare change is implemented.

Fiscal Implications:

There will be reduced operating costs this 2022 summer season.

Attachments:

None

**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
April 14, 2021**

Board Members Present:

Jeanne McQueeney, Chair (Eagle County); Bill Kane, Vice-Chair (Town of Basalt); Art Riddile (Town of New Castle); Greg Poschman (Pitkin County); Ben Bohmfalk (Town of Carbondale); Alyssa Shenk (Town of Snowmass Village); Torre (City of Aspen)

Non-Voting Alternates Present:

Bill Madsen (Town of Snowmass Village); Francie Jacober (Pitkin County)

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; Mike Hermes, Nick Senn, Brett Meredith, Abbey Pascoe, and Michaila Bliss, Facilities and Trails Department; Paul Hamilton, Director of Finance; David Johnson, Director of Planning, Jason White, Assistant Planner; Tammy Sommerfeld and Rebecca Hodgson (Procurement Department); Jamie Tatsuno and Jennifer Balmes, Communications Department; Mike Christenson, Director of Vehicle Maintenance

Visitors Present (in person or via WebEx):

Lynn Rumbaugh (City of Aspen); Linda DuPriest (City of Glenwood Springs); David Pesnichak (EOTC/Pitkin County); Scott Condon (Aspen Times); Marc Warner (Warner Transportation Consulting); Mirte Mallory (WE-cycle); Adrian Witte (Toole Design); Anna Philips, Steve Smith, and Brad Plants (citizens)

Agenda

1. Call to Order/Roll Call:

Jeanne McQueeney called the RFTA Board of Directors to order at 8:31 a.m. McQueeney declared a quorum to be present (7 member jurisdictions present) and the May 12, 2022 RFTA Board of Directors meeting began at 8:34 a.m.

2. Public Hearing:

A. Public Comment Regarding Pending Summer Season Service Reductions Due to Inadequate Staffing Levels – Kurt Ravenschlag, COO

RFTA has been struggling with staffing shortages over the last 18 months. Due to staffing constraints at RFTA it is necessary to reduce RFTA's summer service levels for the 2022 season. Changes are proposed to the following services.

• **BRT Service**

- Reduction from 149 to 116 trips daily
- 15 Minute headways between 4:35am-10:50am & 1:50pm-7:20pm
- 30 Minute headways at all other times
- Up Valley service hours 4:35am-11:20pm
- Down Valley service hours 5:50am-12:20am

- **HGB Service**
 - Reduction from 48 to 41 trips daily from spring 2022 to summer 2022
 - 7 less trips to/from New Castle and Glenwood Springs compared to Spring 2022 season
- **Valley Express**
 - Elimination of all 12 express trips for Summer 2022 season
- **Snowmass Valley Direct**
 - No Snowmass Valley Direct Trips for the Summer 2022 season
- **Maroon Bells**
 - Reduction in headways from 15 minutes to 20 minutes beginning at 1:00pm
- **BG-MAA**
 - Reduction in headways during morning peak, service will operate at 30 minutes headways during entire service day.

McQueeney asked if any member of the public would like to address the Board or make a comment regarding Pending Summer Season Service Reductions Due to Inadequate Staffing Levels.

No members of the public had any comments.

McQueeney closed Public Comments at 8:49 a.m.

3. Executive Session:

- A. Pursuant to C.R.S. 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal or other property interests (Possible acquisition and lease for RFTA employee affordable housing)**

Ben Bohmfalk moved to adjourn from the Regular Board Meeting into the Executive Session and Greg Poschman seconded the motion. The motion was unanimously approved. Executive Session began at 8:52 a.m.

Staff Present: Paul Taddune, General Counsel; Dan Blankenship, CEO; Kurt Ravenschlag, COO; Michael Yang, CFAO; Mike Hermes, Director of Facilities and Trails; and Nicole Schoon, Secretary to the Board

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

No action was taken during the Executive Session. The Executive Session adjourned at 9:14 a.m.

4. Approval of Minutes:

Bohmfalk moved to approve the April 14, 2022, Board Meeting Minutes, and Torre seconded the motion. The motion was unanimously approved.

5. Public Comment:

McQueeney asked if any member of the public would like to address the Board or make a comment regarding items not on the May 12, 2022 Board Agenda.

No members of the public had any comments.

McQueeney closed Public Comments at 9:16 a.m.

6. Items Added to Agenda – Board Member Comments:

McQueeney asked if there were any items that needed to be added to the May 12, 2022, Board meeting Agenda.

No items were added to the Agenda.

McQueeney asked if any Board member had comments or questions regarding issues not on the May 12, 2022 Board meeting Agenda.

Bill Kane stated that Basalt's first/last mile options are looking good and should be able to help RFTA with some of the service cut-backs they are going to experience.

Francie Jacober stated that she received a request from an individual who lives up the Crystal, who was inquiring if there was a possibility of having RFTA run service up there.

Art Riddile stated that RFTA staff and leadership is doing a remarkable job and Board needs to continue to trust in their decisions. The Aspen radio station had begun announcing wait times into and out of the City of Aspen. These times will include wait times for driving your personal vehicle and riding a RFTA bus. This will allow individuals to have alternate routes into Aspen and see the benefits of riding RFTA buses.

Bohmfolk has been riding the Rio Grande Trail up and over Price Creek and is happy to see elementary school kids riding the trail. It is a testament to RFTA on its care and dedication to the trail that even younger children feel safe and comfortable to ride the Rio Grande Trail.

Poschman let the Board know that CLEAR will be having a presentation about vehicle electrification on June 1, 2022.

McQueeney stated that the Breckenridge bus system is allowing dogs to ride on buses. Telluride bus systems also allows dogs on their buses. This is something that perhaps RFTA could take a look at to determine if it is something that it might want to consider at a later date.

McQueeney closed Board comments at 9:22 a.m.

7. Consent Agenda:

- A. Resolution 2022-09: A Resolution of the Roaring Fork Transportation Authority (RFTA) Declaring its Official Intent to Reimburse itself with the Proceeds of Future Taxable or Tax-Exempt Bonds for Certain Capital Expenditures to be Undertaken by RFTA; Identifying Said Capital Expenditures and the Funds to be Used for Such Payment; and Providing Certain Other Matters in Connection Therewith – Michael Yang, CFAO and Paul Hamilton, Director of Finance**

This resolution preserves RFTA's ability to reimburse itself using future bonds proceeds for allowable project costs incurred. Projects included in this reimbursement resolution are the GMF Expansion Project and the 27th Street Underpass Project. Staff will continue to monitor the economic conditions to determine the timing of a future bond issuance, if needed.

Bohmfalk moved to approve Resolution 2022-09: A Resolution of the Roaring Fork Transportation Authority (RFTA) Declaring its Official Intent to Reimburse itself with the Proceeds of Future Taxable or Tax-Exempt Bonds for Certain Capital Expenditures to be Undertaken by RFTA; Identifying Said Capital Expenditures and the Funds to be Used for Such Payment; and Providing Certain Other Matters in Connection Therewith, and Art Riddile seconded the motion.

A Roll Call Vote was Taken:

Jeanne McQueeney	Yes
Ben Bohmfalk	Yes
Torre	Yes
Bill Kane	Yes
Greg Poschman	Yes
Art Riddile	Yes
Alyssa Shenk	Yes

The motion was unanimously approved.

B. Resolution 2022-10: Authorization to Submit Grant Application to Federal Transit Administration (FTA) Section 5339(b) Bus and Facilities Grant Programs to Purchase Fifteen (15) Diesel Buses – David Johnson, Director of Planning

The Federal Transit Administration (FTA) announced the availability of approximately \$1.47 billion in competitive grant funds to help modernize bus fleets and facilities across the country, which will support good-paying jobs and help reduce carbon emissions, leading to cleaner air, healthier communities, and better transportation.

FTA's 5339(b) Grants for Buses and Bus Facilities Program makes funding available to help transit agencies purchase and rehabilitate buses, vans, and related equipment, and build bus facilities. The Bipartisan Infrastructure Law provides nearly \$2 billion over five years for the Bus and Bus Facilities Program. For Fiscal Year 2022, approximately \$372 million for grants will be available under this program.

RFTA will submit a grant application for twelve (12) bus replacements, requesting a minimum total award of \$5,721,277, requiring a 20% local match of \$1,430,319.

Bohmfalk moved to approve Resolution 2022-10: Authorization to Submit Grant Application to Federal Transit Administration (FTA) Section 5339(b) Bus and Facilities Grant Programs to Purchase Fifteen (15) Diesel Buses, and Shenk seconded the motion. The motion was unanimously approved.

C. Approval of City of Glenwood Springs Transit Service Agreement – Dan Blankenship, CEO

In 2021, CDOT conducted a review of the Ride Glenwood service and recommended a number of improvements to the City of Glenwood Springs Transit Service Agreement that sets forth the terms

and financial considerations by which the City contracts with RFTA to provide its Ride Glenwood Springs fixed-route bus service.

CDOT recommended that additional provisions be incorporated in the Agreement that would enable the City to more closely monitor RFTA's performance throughout the year. In addition, given the age of the original Agreement, there were a number of provisions that needed to be updated.

The Agreement, when finalized and approved by the Parties, will take effect on January 1, 2022 and terminate on December 31, 2022, unless renewed in writing by the Parties.

Bohmfolk moved to approve the City of Glenwood Springs Transit Service Agreement, and Shenk seconded the motion.

D. Approval of 2022 Glenwood Springs Americans with Disabilities Act Complementary Paratransit Service Agreement with the Roaring Fork Transportation Authority – Dan Blankenship, CEO

The City operates the Ride Glenwood Springs fixed-route service which is required to make ADA Complementary Paratransit Services available to persons with disabilities on a “next day” basis during the entire span of the fixed-route service, from approximately 6:00 a.m. – 8:00 p.m. seven days per week.

The previous ADA Agreement between the City and RFTA was outdated, which necessitated an update. In addition, as part of the 2021 review conducted by CDOT, it was recommended that the Agreement incorporate a number of provisions that are intended to enable the City to monitor RFTA's performance.

RFTA Staff and the Glenwood Springs City Engineer have been working together to revise and update the Agreement, and the latest draft is currently being reviewed by City Staff.

The City and RFTA have entered into a companion Agreement, which for \$30,000 annually, commits RFTA to providing ADA Complementary Paratransit services to person with disabilities during the days and hours of the Ride Glenwood Springs fixed-route service. The City must ensure that the service is available on a “next-day” basis for qualified clients that have disabilities that prevent them utilizing the fixed-route bus service.

The Agreement, when finalized and approved by the Parties, will take effect on January 1, 2022 and terminate on December 31, 2022, unless renewed in writing by the Parties.

Bohmfolk moved to approve the 2022 Glenwood Springs Americans with Disabilities Act Complementary Paratransit Service Agreement with the Roaring Fork Transportation Authority, and Shenk seconded the motion. The motion was unanimously approved.

8. Presentations/Action Items Agenda:

A. Resolution 2022-11: Adopting the Roaring Fork Valley Regional Bikeshare Plan – David Johnson, Director of Planning, and Dan Blankenship, CEO

The Board is presented with a “draft” of the 2023 Multi-Party Memorandum of Understanding (MOU), which sets forth the preliminary Scope of Work and financial commitments of the Parties that will be required to begin implementing the Regional Bikeshare Plan.

Adoption of the Plan will set the stage for RFTA and We-Cycle to begin briefing sessions with the local jurisdictions as a prelude to finalizing the 2023 Multi-Party MOU.

Execution of the MOU will naturally be contingent upon the Parties appropriating the agreed upon amounts of funding. Finalization of the 2023 MOU, therefore, is planned to coincide with the annual funding cycles of all of the participating jurisdictions and RFTA.

For 2022, no additional local commitments are required for 2022 administration, operations, and planning beyond jurisdictions' already budgeted funds. RFTA's commitment will be about \$794,480.

In future years, the following funding is estimated to be needed to implement the "D2040 Implementation + Enhanced Upper Valley Service" scenario:

- a) Capital: \$3,689,000 (\$3,045,000 RFTA / \$644,000 local match)
- b) Years 2023-2029 Total Operating: \$15.24 million (\$7.65 million RFTA/\$1.47 million WE-cycle/\$0.79 million EOTC/\$5.33 million local match)

Poschman stated that when renting an E-Bike and traveling further like Aspen to Basalt or Basalt to Carbondale, it would be nice if the allotted time was longer, without the significant price increase.

Bohmfolk appreciates the regional focus of D2040 and the micro-transit solutions. He likes the 1-valley, 1-pass, 1-app solution. With Carbondale being more money conscious than some of the other communities in the region, he is thankful that the price was brought down and looks forward to additional solutions.

McQueeney shared that the Town of Avon has started a shared bike program. The route is from Avon to the top of Wild Ridge, with a station at the top of Wild Ridge.

Bohmfolk moved to approve Resolution 2022-11: Adopting the Roaring Fork Valley Regional Bikeshare Plan, and Poschman seconded the motion. The motion was unanimously approved.

B. Passenger Survey Results – Marc Warner, Warner Transportation

Marc Warner presented the 2022 passenger survey results. Results of the passenger survey can be found here: [RFTA Survey 2022 Board Presentation w RG3](#).

Torre stated that it is important to listen not only to those who give kudos to RFTA but to those who have complaints, so that those complaints can get corrected.

Poschman stated that it was good to see that RFTA did such a good job on cleaning the buses and maintaining safety for riders.

9. Public Hearing:

A. Resolution 2022-12: Supplemental Budget Appropriation – Michael Yang, CFAO and Paul Hamilton, Director of Finance

General Fund:

- **GMF Expansion Project - Phases 3, 4, 5, & 7:**

- \$9,350,000 increase in Grant Revenues
- \$18,531,440 increase in Capital Outlay
- **Operating Grant Revenues:** RFTA received an award letter from CDOT stating that \$733,714 of additional 5311 Operating Funds have been allocated to RFTA.
 - \$733,714 increase in Grant Revenues
- **Bus Replacements:** CDOT approved RFTA's request to amend the 5339 grant contract to include one additional bus in order to draw down on the entire grant.
 - \$89,600 increase in Grant Revenues
 - \$592,000 decrease in Other Financing Sources
- **27th Street Underpass Project:** Remaining unexpended funds from the Series 2021A Capital Projects Fund will be repurposed for the GMF Expansion Project Phases 3, 4, 5, & 7 and the General Fund will backfill this project funding.
 - \$5,845,998 increase in Capital Outlay
- **505 27th Street Temporary Building:** Staff has been using the existing building on the property as a temporary office space and a bus driver lounge. Based on the current use of the property, an increase in janitorial services, in the amount of \$48,000, is needed.
 - \$116,490 increase in Transit
 - \$68,490 decrease in Other Financing Uses
- **1517 Blake Avenue, Suite 202, Glenwood Springs Office Space Lease:** Staff identified office space for additional administrative office space and a temporary customer service center at 1517 Blake Avenue, Suite 202, in Glenwood Springs. Staff is requesting additional budget to cover \$32,690 for operating and lease costs and \$79,555 of one-time start-up costs (\$33,180 for office furniture, \$21,375 for IT costs, and \$25,000 related to the customer service center).
 - \$32,690 increase in Transit
 - \$79,555 increase in Capital Outlay
- **Utility Costs:** The original adopted 2022 budget assumed a 3% increase in utility costs (natural gas and electric).
 - \$210,500 increase in Fuel
 - \$110,750 decrease in Transit
 - \$16,000 increase in Other Financing Uses

Special Revenue Fund – Bus Stops/Park and Ride:

- **505 27th Street Temporary Building:**
 - \$52,490 decrease in Transit
 - \$52,490 decrease in Other Financing Sources

Series 2021A Capital Projects Fund:

- **Repurposing Unexpended Funds –** Repurpose \$5,845,998 of previously approved budget from the 27th Street Underpass Project to the GMF Expansion Project Phases 3, 4, 5, & 7. Also, staff requests to repurpose \$160,000 of identified budget savings from the 27th Street BRT Park and Ride Expansion Property Acquisition to the GMF Phase 2 Project for Minor

Contract Revisions that requires attention. These two items do not require budget amendments.

Poschman moved to approve Resolution 2022-12: Supplemental Budget Appropriation, and Riddile seconded the motion. The motion was unanimously approved.

10. Board Governance Process:

A. Discussion About Amending Section 6.07 the RFTA Bylaws to Extend the Ability of Board Members and Alternates to Participate Remotely in Board Meetings, as well as Determine Whether Any Additional Guidelines and/or Limitations Regarding Remote Participation Are Needed – Paul Taddune, General Counsel

The Board voted to amend the RFTA Bylaws to extend remote participation by Board members and Alternates through June 30, 2022. Embedded in the motion was an understanding that a Board discussion would ensue about whether the Bylaws should also be amended, if remote participation is further extended beyond June 30, 2022, to include guidelines and/or restrictions on remote participation.

Shenk stated that it should be mandatory for Board members to attend the Retreat in-person and not remotely.

McQueeney stated that it is important to have all opinions on this topic.

Torre moved to postpone the Discussion About Amending Section 6.07 the RFTA Bylaws to Extend the Ability of Board Members and Alternates to Participate Remotely in Board Meetings, as well as Determine Whether Any Additional Guidelines and/or Limitations Regarding Remote Participation Are Needed until the July 14, 2022 Board meeting, Poschman seconded the motion. The motion was unanimously approved.

B. RFTA Board Strategic Planning Retreat – David Johnson, Director of Planning

The 2022 RFTA Board Strategic Summit will be held at the Carbondale Town Hall on Thursday, June 9, 2022.

Agenda: The Retreat has been reframed as a Summit, reflecting the intent to advance the organization upward. Agenda will focus on updating certain elements of the Strategic Plan. The Board subcommittee and staff feel that the seven overall strategic outcome areas should remain the center of our efforts and unchanged; however, the strategic objectives should be reviewed. We hope that as these objectives are reviewed and discussed, the Board can focus on and refine 2-3 areas of the strategic plan. The agenda is attached and still deemed a draft, as the facilitator meets with Board and staff over the next month to refine.

Facilitator: The facilitator will be Andrea Palm-Porter of Roaring Fork Leadership. Andrea has facilitated successfully a previous RFTA Board retreat, and her organization has directed RFTA's Leadership Academy for several years. Her extensive knowledge of RFTA and her facilitation skills make her a sound choice.

Guest Speaker: During lunch, we are pleased to host Carbondale resident Garrett Fitzgerald, Senior Director of Electrification of the Smart Electric Power Alliance (SEPA). Garrett joined SEPA in 2021, and leads SEPAs work on electrification of transportation and buildings, to help utilities

and other stakeholders navigate a smooth transition to a highly electrified and low-carbon future. Prior to joining SEPA, Garrett spent 8 years working at Rocky Mountain Institute, where he built and led the electricity program in India that works to accelerate the integration of electric vehicles and clean energy portfolios. During his tenure at RMI, Garrett managed the Fleet Electrification program, co-led the EV-Grid initiative, and was deeply engaged in work related to energy storage, distributed solar, and load flexibility. He has extensive expertise in technical and business model aspects of EV charging infrastructure, EV-specific tariff design, energy storage, and demand side flexibility.

11. Information/Updates:

A. CEO Report – Dan Blankenship, CEO

USDOT RAISE Grant Advocacy: CDOT, RFTA, and the Cities of Rifle and Grand Junction are partnering on the submission of a Mobility Hub application for USDOT Grant funding. Representatives from CDOT and City of Glenwood Springs will be visiting Washington D. C. and meeting with members of our Congressional Delegation on May 13 to encourage them to advocate with the USDOT for this grant application.

It would help to keep our application in the forefront of the Delegations minds if RFTA representatives could schedule a follow-up visit during the week of June 13. It would be helpful to have one or two RFTA Board members participate in this visit along with a few RFTA staff.

Any RFTA staff or Board member who wants to attend are to inform Dan Blankenship of their interest so that Nicole Schoon can make all necessary flight and hotel arrangements.

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

13. Next Meeting: 8:30 a.m. – 11:30 a.m.; June 9, 2022, Carbondale Town Hall, Room 1 and via WebEx Teleconference, for those who are unable to attend in person.

14. Adjournment:

Bohmfalk made the motion to adjourn from the May 12, 2022 RFTA Board meeting, and Shenk seconded the motion. The motion was unanimously approved.

The May 12, 2022 RFTA Board Meeting adjourned at 11:18 a.m.

Respectfully Submitted:

Nicole R. Schoon
Secretary to the RFTA Board of Directors

**RFTA BOARD OF DIRECTORS MEETING
“CONSENT” AGENDA SUMMARY ITEM # 7. A.**

Meeting Date:	June 9, 2022
Subject:	Approval of Staff Recommendation to Use RFTA 2022 Budgeted \$175,000 Contribution for the “Meet Me in the Middle” LoVa Trail Project, Solely for the Glenwood Springs Segment of the Project
Strategic Outcome:	2.0 – Accessibility and Mobility
Strategic Objective:	2.2 Trail and transit users move safely, quickly and efficiently 2.3 Increase alternative mode splits throughout the 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
Presented By:	Dan Blankenship, CEO
Staff Recommends:	Staff recommends that the Board approve staff’s recommendation to use RFTA’s budgeted \$175,000 contribution for the New Castle to Canyon Creek Segment of the “Meet Me in the Middle” LoVa Trail Project, solely for Glenwood Springs Segment of the Project.
Executive Summary:	<p>As originally envisioned, the 2019 LoVa Trail “ Meet Me in the Middle” Trail Project involved the construction of a segment of the LoVa Trail from New Castle to Canyon Creek, and another 230-yard segment of the Trail west of Glenwood Springs.</p> <p>RFTA’s initial commitment of the \$2 million designated for the LoVa Trail in its Destination 2040 Plan, was \$100,000 for the Glenwood Springs segment of the trail construction project.</p> <p>RFTA’s contribution was being combined with total funding for the “Meet Me in the Middle” project committed by Glenwood Springs and New Castle, as well as a \$500,000 grant from State Trails, to leverage a \$1,000,000 Garfield County Federal Mineral Lease District (GFMLD) grant. However, GFMLD only awarded \$700,000, which left the “Meet Me in the Middle” project approximately \$300,000 short of its \$1.85 million estimated budget.</p> <p>Garfield County offered a challenge to make up the \$300,000 by committing \$150,000 in County funding if the other partners would supply the remaining \$150,000. Ultimately, RFTA agreed to commit an additional \$75,000 for the project, and Glenwood Springs and New Castle followed suit with additional commitments of \$60,000 and \$15,000 respectively. Staff believes the additional \$75,000 commitment from RFTA was intended to help fill the funding gap for the entire “Meet Me in the Middle” Trail project and was not specifically designated to match either the up valley or down valley segments.</p> <p>The Meet Me in the Middle trail construction project was planned to get underway in 2021, but due to COVID-19 and delays in obtaining permission to use CDOT’s right of way in a couple of critical locations, the project became stalled. Although the right-of-way issues ultimately were resolved with CDOT, the lowest bid came in at \$2,097,000 and the original engineer’s estimate was \$720,000. As a consequence, due to the delay and the cost, State Trails pulled back its \$500,000 grant, and the New Castle segment of the Trail has been put on hold indefinitely.</p>

	<p>However, Glenwood Springs is still planning to undertake construction of its trail section in the fall. GCFLMD and Garfield County are standing by their funding commitments and staff recommends that RFTA do so as well.</p> <p>RFTA originally committed \$100,000 to the Glenwood Springs' trail segment, but the additional \$75,000 RFTA commitment didn't specify which segment it was being committed to, which is why, for transparency purposes, staff is recommending that RFTA's entire \$175,000 funding commitment be applied to the Glenwood Springs' segment of the trail project.</p> <p>It is possible, though, that the bids for the project could come in higher than the amount of funding currently committed, in which case a decision might need to be made at that time to seek more funding or put the project on hold until either more revenue can be identified or a time when bids might be more competitive.</p>
Background/ Discussion:	See Executive Summary, above.
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:	RFTA has budgeted \$193,987 for the LoVa Trails construction project and operating support in 2022. To date, \$5,000 has been expended.
Attachments:	No.

**RFTA BOARD OF DIRECTORS MEETING
“CONSENT” AGENDA SUMMARY ITEM # 7. B.**

Meeting Date:	June 9, 2022
Subject:	Eagle County and RFTA to Update Management Agreement for Mid-Valley Trails Committee
Strategic Outcome:	7.0 – High Performing Organization
Strategic Objective:	1.7 – With integrity, RFTA will deliver efficient, innovative, transparent, accountable, effective, and collaborative regional transportation services that reflect community values. 7.7 – Continually seek ways to improve business process
Presented By:	Angela Henderson, Assistant Director, Project Management & Facility Operations
Staff Recommends:	FYI – Staff will bring a presentation, updated resolution and a recommendation for approval to the RFTA Board of Director’s July 14, 2022 Board Meeting
Executive Summary:	In 2000 Pitkin County, Eagle County, City of Glenwood Springs, City of Aspen, Town of Carbondale, Town of Basalt and Town of Snowmass Village entered into an Intergovernmental agreement (IGA) to form the Roaring Fork Transportation Authority. The Eagle County Part of the IGA provides that the proceeds from the Eagle County Mass Transportation Tax (0.5% Sales Tax) collected from the Roaring Fork Valley will be remitted to RFTA and that 10% of the funds must be dedicated to trails projects in the Roaring Fork Valley portion of Eagle County. Eagle County formed the Mid-Valley Trails Committee (MVTC) to administer the funds dedicated to trails inside the Eagle County section of the Roaring Fork Valley (RFV) (10% of total revenue collected in the RFV).
Background/ Discussion:	<ul style="list-style-type: none"> • Eagle County established the Mid-Valley Trails Committee to administer and build trails inside the Eagle County portion of the Roaring Fork Valley, using 10% of the 0.5% sales taxes collected in this area. The initial estimate of tax proceeds to fund this committee was \$27,000.00. • The MVTC is made up of members that reside in the Eagle County portion of the Roaring Fork Valley • On November 7, 2000, the electors within the boundaries of the cooperating governments approved the formation of a Rural Transportation Authority • The Intergovernmental Agreement (IGA) forming RFTA provided that proceeds from the Eagle County half-cent sales tax collected from the Roaring Fork Valley would be remitted to RFTA each year. • The RFTA Board requested to formally adopt and provide oversight of the MVTC. The MVTC was tasked with the following responsibilities: <ul style="list-style-type: none"> ◦ To Make recommendations to the RFTA Board of Directors concerning studies, phasing and contracting of trail projects within the Eagle County portion of the Roaring Fork Valley prior to each budget year; and ◦ To coordinate with surrounding governments and private landowners to connect existing and planned trails within the RFV, including a trail along the Rio Grande Railroad Corridor; and ◦ To work with RFTA staff and the Town of Basalt staff to plan and coordinate trail projects; and ◦ To recommend the hiring of consultants and other professional if the Committee deems it necessary and there are funds within its budget; and

	<ul style="list-style-type: none"> ◦ To cooperate with RFTA Trails staff and/or Town of Basalt Trails staff to follow procurement procedures and approve and process invoices submitted by contractors when a project is satisfactory; and ◦ To participate with RFTA and other valley jurisdictions to do long range planning for trails. • The MVTC was adopted by the RFTA Board of Director’s in August,2002 (see RESO #2002-14 attached) • The MVTC has not received RFTA oversight as spelled out in the resolution and as a result Eagle County resumed oversight. Neither organization had reviewed the resolution in several years, staff had turned over several times and this oversight issue was brought to light after the MVTC Trails Plan was finalized in 2020. • Staff has been working diligently with the Eagle County staff to understand and clarify oversight responsibilities for this committee. Staff will be bringing a presentation, an updated resolution and a recommendation for adoption to the July 14th Board of Director’s meeting.
Governance Policy:	Board General Executive Constraint policy 2.0 states, “The CEO shall not knowingly cause or allow any practice, activity, decision or organizational circumstance that is unlawful, unethical, imprudent, in violation of the Intergovernmental Agreement, or in violation of commonly accepted business practices.”
Fiscal Implications:	Staff time to develop the IGA.
Attachments:	Yes, please “Resolution 2002-14 – Establishing the Mid-Valley Trails Committee.pdf” or see “Resolution 2002-14 – Establishing the Mid-Valley Trails Committee.pdf,” included in the June 2022 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet.

**RFTA BOARD OF DIRECTORS MEETING
“CONSENT” AGENDA SUMMARY ITEM # 7. C.**

Meeting Date:	June 9, 2022
Subject:	Pitkin County Open Space and Trails – Gerbazdale Pedestrian Bridge Connection to the Rio Grande Trail – Angela Henderson, Assistant Director, Project Management & Facilities Operations,
Strategic Outcome:	2.0 – Accessibility and Mobility
Strategic Objective:	2.1 Rio Grande Railroad Corridor/Rio Grande Trail is appropriately protected and Utilized
Presented By:	Angela Henderson, Assistant Director, Project Management & Facility Operations, Gary Tennenbaum – Pitkin County Open Space and Trails Director and Jessie Young – Pitkin County Planning and Outreach Manager
Staff Recommends:	Direct Staff to Work with Pitkin County Open Space and Trails to Develop an IGA to Allow Construction of the Preferred Alternative connection to the Rio Grande Trail
Executive Summary:	The Pitkin County Open Space and Trails (PCOST) 2015 Rio Grande Trail Management Plan identified a management action to improve regional trail connections to the Rio Grande Trail including addressing the missing link to the Aspen Village subdivision. Following the direction from this plan, PCOST staff engaged SGM engineers to evaluate the feasibility and costs of potential bridge alignments across the Roaring Fork River connecting the Hwy. 82 underpass to the trail.
Background/ Discussion:	<ul style="list-style-type: none"> • PCOST has a 20’ trail easement on a portion of the RFTA Railroad Corridor from Emma to Woody Creek. • PCOST has developed a Rio Grande Trail Plan that includes the RFTA section from Emma to Woody Creek and the Pitkin County owned section of the Rio Grande Trail • The PCOST Rio Grande Management Plan, adopted in 2015, identified a number of missing links between population centers throughout the valley and the Rio Grande Trail. • Among the missing links is a connection to the Aspen Village neighborhood • A CDOT trail provides a trail access along the west side of Hwy. 82 to a highway underpass; however, on the east side of the highway, the path ends on Gerbaz Way leaving users to navigate the roadway down to the bridge across the river and back up to the Rio Grande Trail. Gerbaz Way is a narrow road without shoulders, a couple blind corners, and significant grade change creating safety concerns for residents accessing the Rio Grande Trail on foot or bike. • In 2020 PCOST staff hired SGM to evaluate options to connect the underpass path to the Rio Grande Trail • SGM evaluated four alignment options and three bridge designs, as well as the potential for an expanded shoulder along Gerbaz Way. (See attached PCOST Agenda Item Summary Document for details) • Based on the evaluation process, a direct alignment, alignment #2, from the existing path, over the river and connecting to the RGT has been recommended. (see attached picture showing various alignment options). • RFTA’s 2005 Recreational Trails Plan discusses linkage: “Provide for convenient, direct access and use by residents and visitors. Identify trail access

	<p>points considering proximity to residential, educational and employment centers. The trail will provide off-street connections between communities, towns, commercial employment centers and to other resources throughout the valley.” This connection will provide a safe new access for the residents of Aspen Village.</p> <ul style="list-style-type: none"> • RFTA staff supports this connection. • RFTA staff will work with leadership to develop an IGA with PCOST to allow for the bridge connection while still preserving the railbanking. We will bring the IGA back to the RFTA Board for review and approval in July, 2022
Governance Policy:	Rio Grande Corridor Policy 2.8.1 states, “Preserve the Rio Grande Railroad Corridor’s railbanked status under 16 U.S.C.1247(), under the jurisdiction of the STB for Freight Rail Service.”
Fiscal Implications:	Staff time to develop the IGA.
Attachments:	Yes, please “2022-06-09 – PCOST Gerbaz Ped Connection Document.pdf” or see “2022-06-09 – PCOST Gerbaz Ped Connection Document.pdf,” included in the June 2022 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet.



Alignment Options 1 - 4



Preferred Alternative #2

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

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: June 9, 2022

Minor Reduction in Multi-Ride Discounts: RFTA is planning to implement a Mobile Ticketing App effective the fall season of this year. Currently, the bulk of RFTA’s fare revenue is garnered from the sale of stored value cards. Prior to introducing ticket vending machines in 2103, concurrent with the implementation of VelociRFTA BRT, the mainstays of RFTA pass sales were the discounted \$20 and \$40 punch passes, which were discounted approximately 26.25% and sold for \$14.75, and \$29.50, respectively.

With the implementation of Ticket Vending Machines (TVM’s) at the BRT stations, \$5 and \$10 discounted stored values were added (for the convenience of riders), in addition to the \$20 and \$40 discounted stored value cards. However, the 26.25% discount applied to the \$5 and \$10 stored value cards would have resulted in a cost of \$3.69 and \$7.38, respectively. So, the price was dropped to \$3.50 and \$7.25, respectively, to stay away from transactions involving the use of pennies. This resulted in discounts of 30% and 27.5%, respectively. The decision to increase the discount to avoid pennies was made by the CEO, rather than reduce the discount by making the prices \$3.75 and \$7.50, respectively, which would have reduced the discount rate from 26.25% to 25%, and required a public hearing at a time when decisions were coming down to the wire. These passes with higher discounts have been very popular, however.

Unfortunately, the Mobile Ticketing App, cannot replicate stored value cards. Although the App will allow riders to purchase monthly and seasonal zone passes at a fixed rate, it will not allow the equivalent of a stored value card to be purchased which, in effect, would act like a debit card, with the value diminishing as rides are taken by passengers. Instead, with the App, RFTA will need to sell tickets for each ride at either the full fare or at a discounted rate. Staff is proposing that that one-ride tickets for trips between zones be sold with the App and, for simplicity sake, the discount should be a uniform 25% on all rides purchased:

OLD SYSTEM - With 26% Discount				NEW SYSTEM - With 25% Discount			
Zone	Cash Fare	26.25% Discount	Discounted Fare	Zone	Cash Fare	25% Discount	Discounted Fare
1	\$ 2	26.25%	\$ 1.48	1	\$ 2	25%	\$ 1.50
2	\$ 3	26.25%	\$ 2.21	2	\$ 3	25%	\$ 2.25
3	\$ 4	26.25%	\$ 2.95	3	\$ 4	25%	\$ 3.00
4	\$ 5	26.25%	\$ 3.69	4	\$ 5	25%	\$ 3.75
5	\$ 6	26.25%	\$ 4.43	5	\$ 6	25%	\$ 4.50
6	\$ 7	26.25%	\$ 5.16	6	\$ 7	25%	\$ 5.25
7	\$ 8	26.25%	\$ 5.90	7	\$ 8	25%	\$ 6.00

Although stored value cards would still be sold at TVM’s and sales outlets, the discounts for them would be made a uniform 25%, as well. While this change would have the effect of slightly increasing the cost of discounted passes (with the biggest increases affecting the \$5 and \$10 stored value cards, by raising the prices from \$3.50 and \$7.25, respectively, to \$3.75 and \$7.50, respectively), it would eliminate anomalies in the pricing structure and make the discounts uniform and easier to communicate. For this reason, a Public Hearing is being noticed for the July 14, 2022, Board meeting.

USDOT RAISE Grant Advocacy: CDOT, RFTA, and the Cities of Rifle and Grand Junction are partnering on the submission of a Mobility Hub application for USDOT Grant funding. RFTA's share of the grant request is approximately \$13 million and the funding would be used to create a Transit Center at the West Glenwood Springs park and ride facility, and to fill the estimated \$7 million gap on the 27th Street pedestrian underpass project.

It has proved beneficial in the past to travel to Washington D.C. to meet with members of RFTA's Congressional Delegation and their staffs, as well as officials from the granting agencies, such as USDOT, to familiarize them with RFTA grant applications and upcoming capital projects.

To this end, RFTA Board Members and Alternates Art Riddile, Shelley Kaup, and Francie Jacober, will accompany RFTA staff, David Johnson, Director of Planning, Nicholas Senn, Senior Project Manager, Mike Yang, Chief Financial and Administrative Officer, and Dan Blankenship, CEO, on the trip to D.C., which will take place June 13 - June 15.

COVID-19 Update:

1. **Vaccinations:** As of June 3, the number of RFTA employees that were fully vaccinated and boosted, respectively, can be found on the chart on the next page:

RFTA Employee Initial Vaccination and Booster Shot Report - 6/3/22 (Vaccination)

1	Total RFTA Employees Initially Vaccinated	271
2	Total RFTA Employees	337
3	Percentage of Total RFTA Employees Initially Vaccinated	80%
4	Total RFTA Employees that have received Booster Shot as of 4/18	147
5	Total RFTA Employees Initially Vaccinated	271
6	Percentage of Initially Vaccinated RFTA Employees that have received Booster Shot	54%
7	Total RFTA Employees that have received Booster Shot as of 4/18	147
8	Total RFTA Employees	337
9	Percentage of Total RFTA Employees who have received Booster Shot	44%

2. **Attendance:** As of Friday, June 3, 2022, there were no RFTA employees absent due to COVID-19 related reasons. This was down from a high of 36 on January 5, 2022
3. **Ridership:** Through April 30, 2022, RFTA's year-to-date system-wide ridership was up 51.7% compared to same period in 2021.

The chart on the page below compares year-to-date April 2022 ridership with year-to-date April 2019 pre-pandemic ridership. Overall, Year-to-Date system-wide ridership in April 2022 was down 27% compared to year-to-date system-wide ridership in 2019. However, Valley ridership was only down 21%.

Service	YTD Apr. 2019	YTD Apr. 2022	% Vari YTD 2022 to YTD 2019
Aspen	647,765	396,444	-39%
Valley	995,411	784,722	-21%
Hogback	33,293	42,375	27%
Other	561,953	404,386	-28%
Total	2,238,422	1,627,927	-27%

The chart below compares the month of April 2022 with the pre-COVID month of April 2019. System-wide in April 2022, ridership was down 28% compared with March 2019, however, Valley ridership was only down 18%.

Ridership Comparison: Apr. 2019 vs. Apr. 2022			
Service	Apr. 2019	Apr. 2022	% Vari Mar. 2021 to Mar. 2019
Aspen	104,656	57,934	-45%
Valley	182,167	148,635	-18%
Hogback	8,199	11,132	36%
Other	64,946	41,300	-36%
Total	359,968	259,001	-28%

Chief Operating Officer Update, June 2022: Kurt Ravenschlag, COO

RFTA 2021 Work Plan for Destination 2040 Implementation

E1 - Bus Replacement – Ten, 40’ clean diesel, low floor buses

2022 Budget: \$7,280,650	% Complete: 25%	Last Updated: March 2022
<ul style="list-style-type: none"> 2022 Budget included funding to purchase 10 replacement clean diesel, low floor buses. This budget was appropriated in the 2022 Annual Budget appropriation. 		<ul style="list-style-type: none"> Order placed on Feb 10 10 buses to be delivered May 2023

E2 - Bike Share Expansion

2022 Capital Budget: \$0	% Complete: 100%	Last Updated: Complete
<ul style="list-style-type: none"> 2022 Budget includes the remaining project funds from a 2021 appropriation of \$200,000 for a Bike Share Expansion and First and Last Mile Planning Study. 		<ul style="list-style-type: none"> Plan Adopted by RFTA Board

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

2022 Budget: \$3,640,325	% Complete: 25%	Last Updated: March 2022
<ul style="list-style-type: none"> 2022 Budget includes funding to purchase 5 expansion low floor clean diesel buses. 		<ul style="list-style-type: none"> Buses ordered Feb 10 5 buses to be delivered May 2023

C5 - Grand Avenue Corridor Study (MOVE) (27th Street Parking Expansion, Glenwood In-line Stations, GWS Transit Center, Extension of BRT Downtown GWS, Connections to 1-70 Corridor)

2022 Budget: \$150,000	% Complete: 95%	Last Updated: March 2022
<ul style="list-style-type: none"> MOVE study to identify a locally preferred alternative to extend the BRT service from 27th Street Park and Ride to the West Glenwood Springs Park and Ride. 		<ul style="list-style-type: none"> Scope of work is being finalized between Glenwood Springs and RFTA

C8 - 27th Street Parking Expansion

2022 Budget: \$65,000	% Complete: 25%	Last Updated: February 2022
<ul style="list-style-type: none"> The 2022 budget only includes O&M funding for the 505, 27th Street property as it will be utilized for construction staging of the 27th Street/SH 82 Underpass in 2022. 		<ul style="list-style-type: none"> Closing has occurred and RFTA is in possession of 505, 27th Street, Glenwood Springs. Property will be used for Construction staging, worksite PM offices as well bus layover and break area until converted to Park and Ride.

C13 – Town of Snowmass Village Transit Center

2022 Budget: \$500,000	% Complete: 20%	Last Updated: May 2021
<ul style="list-style-type: none"> RFTA staff continue to coordinate with Town of Snowmass on the design and implementation of the Snowmass Transit Center. 		<ul style="list-style-type: none"> TOSM received \$13.5m from FTA 5339 to help with additional costs of this project. RFTA staff continue coordination efforts with TOSM on design of Transit Center. It is understood that Snowmass may request RFTA's \$500,000 contribution to this project in 2022.



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

2022 Budget: \$3,800,392	% Complete: 30%	Last Updated: May 2022
<ul style="list-style-type: none"> In 2022 RFTA staff plan to contract with a construction team and begin construction of the 27th Street and SH-82 Underpass in fall 2022. 		<ul style="list-style-type: none"> All bids rejected due to budget constraints Project on hold until additional funding is identified. Bids received and being evaluated by RFTA and Glenwood Springs staff

S4 - Buttermilk Underpass

2022 Budget: \$0	% Complete: 0%	Last Updated: September 2021
<ul style="list-style-type: none"> The RFTA Contribution when budgeted is \$500,000 to be applied towards construction of a grade pedestrian crossing at the Buttermilk intersection in Pitkin County. 		<ul style="list-style-type: none"> Pitkin County is beginning to coordinate partnerships and design efforts.

S7 - Glenwood Maintenance Facility (GMF) Expansion

2022 Budget: \$28,246,556	% Complete: 30%	Last Updated: June 2022
<ul style="list-style-type: none"> 2022 Budget includes remaining funding for Phase 2 Construction: Grading, Excavation, Fleet Maintenance Build Renovation & Expansion. Construction funding for phases 3,4,5,7 has been appropriated in 2022 Annual Budget. 	<p>Phase 2</p> <ul style="list-style-type: none"> Project Complete. Just awaiting electrical inspection to receive certificate of occupancy.  <p><i>New floors being sealed</i></p> 	

	<p><i>New Forman Office</i></p> <p>Phase 3,4,5,7</p> <ul style="list-style-type: none"> • RFTA finalizing contract with Saunders to add back removed scope items. • RFTA working with City of Glenwood Springs to navigate the Development Review process. • RFTA has hired Saunders Construction as our Design/Build team to begin construction June 2022 • RFTA has submitted a new 5339 grant request that would add back portions of the project that were removed to allow the project to fit within our existing budget
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S10 - Replacement Office/Housing

2022 Budget: \$895,165	% Complete: 10%	Last Updated: April 2022
<ul style="list-style-type: none"> • Staff has received a Housing Feasibility study in Dec. 2021 and will use this document to help craft a recommendation for a 2023 Strategic Initiative to begin construction in 2023. 		<ul style="list-style-type: none"> • Staff to provide housing ideas at Board Retreat for a Sustainable Workforce • Staff working to revise and create a comprehensive housing benefit plan for RFTA employees. • Staff committee is narrowing in on a recommended site to advance RFTA housing expansion. • Staff forming a housing recommendation committee to develop a strategic initiative to begin construction on a housing project in 2023

Planning Department Update, June 2022 – David Johnson, Director of Planning

Please see the click on the links: “06-09-2022 Planning Department Update.pdf,” or see “06-09-2022 Planning Department Update.pdf,” included in the June 2022 RFTA Board Meeting Portfolio.pdf, attached to the email transmitting the RFTA Board Meeting Agenda packet.

2022 Actuals/Budget Comparison (April YTD)

2022 Budget Year				
General Fund	April YTD			
	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales and Use tax (1)	\$ 7,499,952	\$ 4,643,677	61.5%	\$ 31,881,900
Property Tax	\$ 5,921,425	\$ 5,921,425	0.0%	\$ 11,876,000
Grants	\$ -	\$ -	#DIV/0!	\$ 36,573,702
Fares (2)	\$ 1,099,619	\$ 780,561	40.9%	\$ 3,723,500
Other govt contributions	\$ 533,333	\$ 533,333	0.0%	\$ 1,953,160
Other income	\$ 344,082	\$ 326,011	5.5%	\$ 941,380
Total Revenues	\$ 15,398,411	\$ 12,205,007	26.2%	\$ 86,949,642
Expenditures				
Fuel	\$ 646,717	\$ 607,558	6.4%	\$ 1,949,694
Transit	\$ 10,318,227	\$ 11,616,044	-11.2%	\$ 35,956,634
Trails & Corridor Mgmt	\$ 171,946	\$ 188,023	-8.6%	\$ 896,000
Capital	\$ 531,946	\$ 527,834	0.8%	\$ 59,389,636
Debt service	\$ 395,303	\$ 395,303	0.0%	\$ 1,649,984
Total Expenditures	\$ 12,064,138	\$ 13,334,762	-9.5%	\$ 99,841,948
Other Financing Sources/Uses				
Other financing sources	\$ -	\$ -	#DIV/0!	\$ 11,601,281
Other financing uses	\$ (2,119,172)	\$ (2,119,172)	0.0%	\$ (5,039,460)
Total Other Financing Sources/Uses	\$ (2,119,172)	\$ (2,119,172)	0.0%	\$ 6,561,821
Change in Fund Balance (3)	\$ 1,215,101	\$ (3,248,927)	-137.4%	\$ (6,330,485)

- (1) Sales and Use Tax Revenues are received 2 months in arrears (i.e. April sales and use tax revenue will be deposited in June).
- (2) Through April, fare revenue and ridership are increased by 25% and 57%, respectively, compared to the prior year. Note that due to COVID-19 social distancing measures, RFTA was operating under a 50% seated capacity limitation and it wasn't until June 2021 that it changed to 100% seated capacity which contributes to the ridership increases. The chart below provides a YTD April 2021/2022 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 4/2021	YTD 4/2022	Increase/ (Decrease)	% Change
Regional Fares	\$ 871,823	\$ 1,093,203	\$ 221,380	25%
Total Fare Revenue	\$ 871,823	\$ 1,093,203	\$ 221,380	25%
Ridership on RFTA Regional Services*:	YTD 4/2021	YTD 4/2022	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	154,339	232,279	77,940	50%
BRT	195,282	289,956	94,674	48%
SM-DV	10,644	37,717	27,073	254%
Grand Hogback	22,316	42,375	20,059	90%
Total Ridership on RFTA Fare Services	382,581	602,327	219,746	57%
Avg. Fare/Ride	\$ 2.28	\$ 1.81	\$ (0.46)	-20%

- (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 April YTD				Hours April YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	1,500,293	1,595,794	(95,501)	-6.0%	69,546	71,958	(2,412)	-3.4%
City of Aspen	209,241	210,114	(873)	-0.4%	23,330	23,823	(493)	-2.1%
Aspen Skiing Company	206,375	208,699	(2,324)	-1.1%	15,023	15,683	(661)	-4.2%
Ride Glenwood Springs	38,331	39,401	(1,070)	-2.7%	3,202	3,216	(14)	-0.4%
Grand Hogback	141,053	141,683	(630)	-0.4%	6,961	6,889	72	1.1%
Specials/Charters	3,750	9,816	(6,066)	-61.8%	279	663	(383)	-57.8%
Senior Van	3,327	2,439	888	36.4%	548	370	178	48.1%
Subtotal - Transit Service	2,102,372	2,207,946	(105,574)	-4.8%	118,888	122,601	(3,713)	-3.0%
Training & Other	5,678	916	4,762	519.9%	7,035	7,733	(698)	-9.0%
Total Transit Service, Training & Other	2,108,050	2,208,862	(100,812)	-4.6%	125,923	130,334	(4,411)	-3.4%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report

Service	Apr-21 YTD	Apr-22 YTD	# Variance	% Variance
City of Aspen	250,692	396,444	145,752	58.14%
RF Valley Commuter	545,473	784,722	239,249	43.86%
Grand Hogback	22,316	42,375	20,059	89.89%
Aspen Skiing Company	213,539	338,431	124,892	58.49%
Ride Glenwood Springs	41,085	54,860	13,775	33.53%
X-games/Charter	-	10,732	10,732	#DIV/0!
Senior Van	219	363	144	65.75%
MAA Burlingame	-	-	-	#DIV/0!
Maroon Bells	-	-	-	#DIV/0!
GAB Transit Mitigation Svcs.	-	-	-	N/A
Total	1,073,324	1,627,927	554,603	51.67%

Subset of Roaring Fork Valley Commuter Service with BRT in 2019

Service	YTD Apr 2021	YTD Apr 2022	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	154,339	232,279	77,940	50%
BRT	195,282	289,956	94,674	48%
Total	349,621	522,235	172,614	49%

2021 Financial Statement Audit – Schedule

Date	Activity	Status
5/2/2022 – 5/6/2022	Start of Audit – auditors conducting onsite fieldwork	<i>Completed</i>
June 17, 2022	During this period, staff anticipates that the Audit Report will be reviewed by the RFTA Board Audit Subcommittee . A meeting will be held at a RFTA office in Carbondale, with remote participation available, between the Audit Subcommittee, the auditor and staff to discuss the audit in detail.	<i>On Schedule</i>
7/8/2022	Final Audit Report to be distributed to RFTA Board with July Board Packet	<i>On schedule</i>
7/14/2022	Presentation of Final Audit Report at RFTA Board Meeting by Auditor	<i>On schedule</i>

Confirmed members of RFTA Board Audit Subcommittee:

1. **Ward Hauenstein**, RFTA Board member (City of Aspen)

2. **Alyssa Shenk**, RFTA Board member (Town of Snowmass Village)
3. **Ann Driggers**, Independent Financial Expert (Pitkin County Finance Director, Treasurer and Public Trustee)
4. **Jill Klosterman**, Independent Financial Expert (Eagle County Chief Financial Officer)

Facilities & Trails Update, June 2022 – Mike Hermes, Director of Facilities & Trails

**Facilities and Bus Stop Maintenance June 9, 2022
Facilities Capital Projects Update**

United States Forest Service (USFS) parcel feasibility study:

On June 2 Design Workshop held a kickoff meeting for this project and the team spent time confirming the Scope of Work, defining the outcome the team expected at the end of the project and defining the wants and needs of each of the organizations involved in the project. The group also spent time doing a risk analysis of the project and setting the schedule for the next steps in the process. The next steps will include interviews with each organization to further define their wants and needs as well as a day to work on an overall design for the property. The project is off to a good start and it will be interesting to see how much development the site can support.

Wingo Bridge Repairs:

This project is all ready to go and work will begin in the fall of 2022 when the water levels in the Roaring Fork River are at their lowest.

Projects currently under construction:

1. Phase 2 GMF expansion is almost complete however the final State electrical inspection required to obtain CO for the project is holding up our ability to occupy the new work spaces.
2. Repairs to the Parker House employee housing facility are continuing and the repairs to the roofs between the cabins have been completed. Staff will now be working towards replacing some failed siding and rebuilding the set of stairs that lead to the second story apartments. This work is expected to continue through the spring into the early summer.

Facilities projects budgeted for 2021 and rolled into 2022:

1. Repairs to the Wingo Bridge abutments. *Underway*
2. Repair of siding, soffit and fascia at the Parker House apartments. *Underway*
3. Revision of the AMF facility storm water management plan. *Complete*
4. Revisions and updates to the CNG emergency response plan. *Underway*

New facilities projects for 2022 currently being scoped and put out to bid.

1. Replacement of the HVAC at the Bank office building.
2. HVAC duct work cleaning at the AMF facility.
3. Repair of the paint booth at the AMF.
4. Replacement of the trench drain system at the AMF.

Railroad Corridor & Rio Grande Trail Update

Right-of-Way Land Management Project: Along with its legal and engineering consultants, RFTA staff will be working on the following tasks in 2022:

- 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. Identifying each of the property owners has proven a bit challenging. However, staff is in the process of compiling a detailed list of every adjacent property owner, and will begin approaching each property owner on a county-by-county basis. (ongoing)
- Based on comments received from the RFTA Board members at the 02/11/2021 meeting, staff has begun working with Paul Taddune and the rail attorneys, to bring some longstanding licensees into compliance with the terms of their license agreements, secure license agreements with the unlicensed adjacent property owners, and work to eliminate all outstanding encroachments. We will also work with Paul and the rail attorneys on several ditch concerns, and determine a path to finalize agreements involving property boundary disputes. (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)
- **Rail Salvage Project** – Staff has been tasked with developing a statement of work for, and removal of all rail between 7th Street and 27th Street in Glenwood Springs in 2022. Staff is waiting on the rail inventory information for the rail salvage scope of work. The rail salvage project will go forward in 2022/2023. (ongoing)
- **Wingo Bridge Rehabilitation Project** – Staff received three bids for the Wingo Bridge Rehabilitation project. Staff has selected a contractor to complete the rehabilitation. The work is tentatively scheduled to begin in late September/early October 2022. (ongoing)
- **Covenant Enforcement Commission (CEC)** – Staff has completed the annual CEC assessment and the direction received from the RFTA Board of Director's is to go forth and manage the Railroad Corridor. Staff has been coordinating with neighbors identified in the C.E.C report. Here is a brief summary of where we are today:
 1. Paul Taddune has developed an approach for managing all outstanding corridor issues
 2. CEC letters were sent for three of the property owners identified during the CEC, Staff has been in contact with two of the property owners on removing items.
 3. Staff is working with Paul Taddune and the Rail attorneys to set a policy for addressing and removing violations up and down the Railroad Corridor. (ongoing)
 4. At the request of the C.E.C., staff put together a brochure to send out to all of the adjacent neighbors to the railroad corridor, educating them about the railroad corridor and letting them know who to contact with questions related to the Railroad Corridor and/or the Rio Grande Trail. The brochures have been mailed to all adjacent property owners.

- **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. Staff has completed the Carbondale section and has started the conversation with Pitkin County to work through an exchange involving the Phillips property. Pitkin County purchased the Phillips property a few years ago. They now control the Phillips homestead and the Phillips trailer park. (Ongoing)
- **Mid Valley Trails Committee (MVTC)** – Eagle County and RFTA staff have reviewed all of the agreements regarding oversight of this committee and plan to bring a recommendation for management of this committee to RFTA leadership, and then to the RFTA Board at the July 14th meeting. A consent agenda item has been included in the June 9th Board packet, to provide background on this topic and to prepare the Board for the July discussion. (Ongoing)



- Staff is still busy out on the trail!
 - The Trail Staff is working hard to give ALL trail users a great experience.
 - Staff has been out pulling weeds, sweeping, debris blowing, clearing limbs and sightlines, cleaning up trailheads and vault toilets, etc. to make sure the trail is safe and clean.
 - Staff opened the “wildlife section” on April 30 at 5pm. We hosted a small celebration for the annual opening one of the most picturesque stretches of the Rio Grande Trail.
- ***We found a great seasonal Trail Technician! Please welcome Brian Sasaki to the team! Brian is a senior at CSU and this “internship” is part of his curriculum, which happens to be his last step towards graduation. Brian is off to a fantastic start and he will be a great addition to the team through Halloween.***
- Some adopt-a-trail groups have been out helping clean up the corridor, which we greatly appreciate!
- Riverview Trail Update – work is wrapping up. The trail is complete and open to the public. A formal ribbon cutting is still being scheduled, please watch for an invitation. This will be a great addition to the Rio Grande Trail. There is some punch list work to complete but the public is enjoying this wonderful new, and more important, safe connection to the Rio Grande Trail.
 - This is a “safe routes to school project” that connects people from CR 109 and the Westbank/Ironbridge neighborhoods up to the Rio Grande Trail and then another trail connects to the Riverview School campus. Staff continues working with Carbondale Arts to beautify the corridor through the Town of Carbondale, called the “Rio Grande ArtWay.”
- The next big project is the Youth Art Park, and it will be located just north of Town Hall and the Carbondale Rec Center. The design is undergoing a slight modification, but construction should begin in the Summer of 2022.
 - On a smaller scale, Staff is collaborating with Carbondale Arts and RFOV on designing Pollinator Sculpture Gardens to be constructed by youth during the summer of 2022.
- Bi-Annual Bridge Inspections for 5 RGT Bridges has been completed and staff has reviewed the “draft” report and sent comments and questions back to the inspectors for an update to the report.
- Some 2022 projects that we hope to complete are listed below:
 - Wingo Bridge Maintenance/Repair
 - ❖ Procurement and the RFTA Project Manager are working with the selected Contractor to get this project moving forward for 2022, most likely in the fall when the river is lower.
 - ❖ Coordination with Pitkin County is ongoing, as they are a partner.
 - Rio Grande Trail – 20-year plan.

- Re-vegetation efforts
- Restoration efforts, including using goats to build soil health and control noxious vegetation.
- Kiosk Construction
 - ❖ Staff will continue working with Back 40 Stories in 2022 to finish creating new information kiosk map/panels, in order to complete the remaining 3 kiosk updates.
- Adopt-a-Trail and RFOV project collaborations