

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

TIME: 8:30 a.m. –11:00 a.m., Thursday, July 14, 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 second page of this agenda, or at www.rfta.com on the Board Meeting page.

(This Agenda may change before the meeting)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	8:30 a.m.
2	Executive Session:			8:31 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	
3	Approval of Minutes: RFTA Board Meeting June 9, 2022, page 3		Approve	9:00 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	9:05 a.m.
5	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	9:15 a.m.
6	Consent Agenda:	2.10.6	Approve	9:20 a.m.
	A. RFTA 2021 Audited Financial Report – Michael Yang, CFAO and Paul Hamilton, Director of Finance, page 8	4.2.5	Approve	
	B. Eagle County and RFTA Updated Resolution for Management of the Mid-Valley Trails Committee – Angela Henderson, Assistant Director, Project Management & Facilities Operations, page 13	4.2.5	Approve	
7	Presentations/Action Items:			
	A. Report Regarding Retreat Takeaways and 2023 Strategic Initiatives – Kurt Ravenschlag, COO, page 17	4.3	Discussion /Direction	9:30 a.m.
	B. Presentation of Regional First and Last Mile Mobility Study and Update Regarding Bikeshare MOU Process – Dan Blankenship, CEO, page 22	4.2.5.B	FYI	9:50 a.m.
	C. Presentation Regarding Proposed Minor Stored Value Card Discount Reduction – Dan Blankenship, CEO, page 24	2.1	FYI	10:10 a.m.
8	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, and Dan Blankenship, CEO, page 26	Bylaws	Possibly Amend	10:25 a.m.
(Agenda Continued on Next Page)				

	Agenda Item	Policy	Purpose	Est. Time
9	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 27	2.8.6	FYI	10:45 a.m.
10	Issues to be Considered at Next Meeting:			
	To Be Determined at May July 14, 2022 Board Meeting	4.3	Meeting Planning	10:55 a.m.
11	Next Meeting: 8:30 a.m. – 11:30 a.m., August 11, 2022: In-person at Carbondale Town Hall, 511 Colorado, Carbondale, 81623, or via WebEx Teleconference (details to be provided later)	4.3	Meeting Planning	10:56 a.m.
12	Adjournment:		Adjourn	11:00 a.m.

When it's time, join your Webex meeting here.

[Join meeting](#)

More ways to join:

Join from the meeting link

<https://rfta.webex.com/rfta/j.php?MTID=m622cf3fbb70d066f153da84f08c10f78>

Join by meeting number

Meeting number (access code): 2460 938 0657

Meeting password: GgbTTmiG282

Tap to join from a mobile device (attendees only)

[+1-650-479-3208,24609380657###](tel:+16504793208,24609380657) Call-in toll number (US/Canada)

Join by phone

1-650-479-3208 Call-in toll number (US/Canada)

Join from a video system or application

Dial [24609380657@rfta.webex.com](tel:24609380657@rfta.webex.com)

You can also dial 173.243.2.68 and enter your meeting number.

**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
June 9, 2022**

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); Jonathan Godes (City of Glenwood Springs);

Non-Voting Alternates Present:

Francie Jacober (Pitkin County); Ward Hauenstein (City of Aspen); Brandy Copeland (Town of New Castle); Shelley Kaup (City of Glenwood Springs)

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, 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, Rebecca Hodgson, and Melissa Sever (Procurement Department); Jamie Tatsuno, Communications Manager; Mike Christenson, Director of Vehicle Maintenance; Andy Hermes, IT Manager; Linda Forgacs, Director of HR

Visitors Present (in person or via WebEx):

Lynn Rumbaugh (City of Aspen); Linda DuPriest (City of Glenwood Springs); David Pesnichak (EOTC/Pitkin County); John Rushenberg (citizen)

Agenda

1. Call to Order/Roll Call:

Jeanne McQueeney called the RFTA Board of Directors to order at 8:38 a.m. McQueeney declared a quorum to be present (8 member jurisdictions present) and the June 12, 2022 RFTA Board of Directors meeting began at 8:39 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 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 Regarding Pending Summer Season Service Reductions Due to Inadequate Staffing Levels.

McQueeney closed Public Comments at 8:41 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)**

Greg Poschman moved to adjourn from the Regular Board Meeting into the Executive Session and Torre seconded the motion. The motion was unanimously approved. Executive Session began at 8:50 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

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

No action was taken during the Executive Session. The Executive Session adjourned at 9:02 a.m.

4. Approval of Minutes:

Alyssa Shenk moved to approve the May 12, 2022, Board Meeting Minutes, and Riddile 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 June 12, 2022 Board Agenda.

No members of the public had any comments.

McQueeney closed Public Comments at 9:03 a.m.

6. Items Added to Agenda – Board Member Comments:

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

Riddile introduced the new RFTA Board alternate for the Town of New Castle, Brandy Copeland.

Poschman requested an update on how the advertising on buses for bus operator jobs was going.

Kurt Ravenschlag stated that RFTA has received a significant number of new applicants, however, there is no real way to determine if those were received because the individual applied after seeing the advertisement. RFTA has also started posting job announcements with Indeed to help generate additional applicants.

McQueeney closed Board comments at 9:05 a.m.

7. Consent Agenda:

A. Approval of Staff Recommendation to Transfer RFTA Budgeted \$175,000 Contribution for the New Castle to Canyon Creek Segment of the “Meet Me in the Middle” LoVa Trail Project, to the Glenwood Springs Segment of the Project – Dan Blankenship, CEO

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. 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.

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. 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.

RFTA originally committed \$100,000 to the Glenwood Springs’ trail segment, but the additional \$75,000 didn’t specify which segment it was being committed to, therefore, staff is recommending that RFTA’s entire \$175,000 funding commitment be applied to the Glenwood Springs’ segment of the trail project.

Torre moved to approve Approval of Staff Recommendation to Transfer RFTA Budgeted \$175,000 Contribution for the New Castle to Canyon Creek Segment of the “Meet Me in the Middle” LoVa Trail Project, to the Glenwood Springs Segment of the Project, and Bill Kane seconded the motion.

B. Eagle County and RFTA to Update Management Agreement for Mid-Valley Trails Committee –
Angela Henderson, Assistant Director, Project Management & Facilities Operations

The MVTC was adopted by the RFTA Board of Director’s in August, 2002, Resolution 2002-14.

The MVTC has not received RFTA oversight as spelled out in the resolution, therefore 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.

Torre moved to approve the Eagle County and RFTA to Update Management Agreement for Mid-Valley Trails Committee, and Kane seconded the motion. The motion was unanimously approved.

C. Pitkin County Open Space and Trails (PCOST) – Gerbazdale Pedestrian Bridge Connection to the Rio Grande Trail – Angela Henderson, Assistant Director, Project Management & Facilities Operations

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. 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.

Based on the evaluation process, a direct alignment, from the existing path, over the river and connecting to the RGT has been recommended. This connection will provide a safe new access for the residents of Aspen Village. 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

Torre moved to approve the Pitkin County Open Space and Trails – Gerbazdale Pedestrian Bridge Connection to the Rio Grande Trail, and Kane seconded the motion.

8. Information/Updates:

A. CEO Report – Dan Blankenship, CEO

RFTA is planning to implement a Mobile Ticketing App effective the fall season of this year. Prior to introducing ticket vending machines in 2013, 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, in addition to the \$20 and \$40 discounted stored value cards.

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. So, the price was dropped to \$3.50 and \$7.25, to stay away from transactions involving the use of pennies. This resulted in discounts of 30% and 27.5%, respectively.

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. 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 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.

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. 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 from June 13 - June 15.

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

10. Next Meeting: 8:30 a.m. – 11:30 a.m.; July 14, 2022, Carbondale Town Hall, Room 1 and via WebEx Teleconference, for those who are unable to attend in person.

11. Adjournment:

Jonathan Godes moved to adjourn from the June 12, 2022 RFTA Board meeting, and Shenk seconded the motion. The motion was unanimously approved.

The June 12, 2022 RFTA Board Meeting adjourned at 9:10 a.m.

The June 12, 2022 RFTA Board Meeting was followed directly by the 2022 RFTA Board Strategic Retreat.

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:	July 14, 2022
Agenda Item:	RFTA 2021 Audited Financial Report
Strategic Outcome:	Financial Sustainability
Strategic Objective:	2.3: Financial Condition and 2.4: Asset Protection
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance Paul Backes, McMahan & Associates, LLC (auditor)
Recommendation:	Accept RFTA 2021 Audited Financial Report
Core Issues:	<ol style="list-style-type: none"> 1. The annual financial statement audit is required by third parties, which includes the Federal Transit Administration, Colorado Department of Transportation, Municipal Securities Rulemaking Board, and Standard & Poor’s. 2. McMahan & Associates LLC conducted the audit and is responsible for expressing an opinion on: <ol style="list-style-type: none"> a. RFTA’s financial statements and the budget and actual individual fund statements for the year ended December 31, 2021, and b. RFTA’s compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement applicable to each of its major federal programs for the year ended December 31, 2021. 3. An unqualified or “clean” opinion was received from the auditors that RFTA’s 2021 financial statements conform to U.S. generally accepted accounting principles and that RFTA is in compliance with the requirements for each of its major federal programs. 4. No deficiencies were reported; no current year findings or questioned costs were identified. Prior year findings and questioned costs were corrected and resolved. 5. On June 17, 2022, the RFTA Board Audit Subcommittee (RFTA Board members: Alyssa Shenk, Town of Snowmass Village, and Ward Hauenstein, City of Aspen; Independent Financial Experts: Ann Driggers, Pitkin County Finance Director/Treasurer, and Jessica Clark, Eagle County Senior Accountant filling in for Jill Klosterman, Eagle County Chief Financial Officer) had a meeting with our auditor which included an in-depth review and discussion of the 2021 audit. RFTA staff was available for a portion of the meeting to answer questions from the subcommittee. The subcommittee agreed that the 2021 audited financials be recommended for acceptance by the RFTA Board of Directors. 6. Based on the unqualified or “clean” opinion from the auditors and with the RFTA Board Audit Subcommittee approval as evidenced by the attached meeting minutes prepared by the subcommittee, staff recommends that the RFTA Board accept the 2021 Audited Financial Report.

Policy Implications:	Board Asset Protection Policy 2.4.8 states, “The CEO may not compromise the independence of the Board’s audit or other external monitoring or advice.”
Fiscal Implications:	Failure to comply with annual financial statement audit requirements by third parties can negatively affect existing agreements and future grant awards resulting in unfavorable financial conditions.
Attachments:	<ol style="list-style-type: none"> 1. RFTA Board Audit Subcommittee Meeting Minutes, attached below, 2. Communication to the Governing Board Letter from auditor, and 3. “RFTA 2021 Audited Financial Statements – FINAL.pdf” with auditor’s opinion letters included in the July 2022 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the Board Agenda packet.

**RFTA Board Audit Subcommittee Meeting Minutes
June 17, 2022**

Hybrid in-person (1340 Main Street)/Webex Virtual Meeting Started at 10:05am

Attendees:

Audit subcommittee members:

1. Ward Hauenstein (City of Aspen)
2. Alyssa Shenk (Town of Snowmass Village)
3. Ann Driggers (independent financial expert and Finance Director/Treasurer for Pitkin County)
4. Jessica Clark (independent financial expert and Senior Accountant for Eagle County filling in for Jill Klosterman, CFO for Eagle County)

External auditors:

5. Paul Backes, CPA (Partner at McMahan & Associates)
6. Kelsey Roper, CPA (McMahan & Associates)

RFTA staff:

7. Dan Blankenship (RFTA CEO)
8. Kurt Ravenschlag (RFTA COO)
9. Michael Yang, CPA (RFTA CFAO)
10. Paul Hamilton, CPA (RFTA Finance Director)
11. David Carle (RFTA Budget Manager)
12. Tim Williams (RFTA Accounting Manager)

The meeting began with group introductions. Michael Yang provided a background of the audit subcommittee, which was created in 2011, whose purpose is to provide an opportunity for more in-depth discussion of RFTA's financial audit with staff and the auditors in advance of the full RFTA Board's acceptance of the annual financial report at the July Board meeting.

Paul Backes gave an overview of McMahan & Associates, LLC and their approach to auditing, which is mainly centered around governmental auditing. He mentioned he was not on site this year for fieldwork and this year's audit was led by Kelsey Roper.

Kelsey Roper explained their audit overview and approach:

- 1) Took a balance sheet approach, which includes review of cash, bank reconciliations, accounts receivable, assets (including capital assets), accounts payable, debt, and fund balance
- 2) Included review of internal controls and subsequent disbursements
- 3) Scanned in over 577 work papers from RFTA
- 4) RFTA's 2021 Audited Financial Statements have an unqualified (or "clean") opinion.
- 5) There is a new GASB standard regarding leases that will need to be implemented in 2022.

There was discussion regarding the Management Discussion and Analysis (MD&A) portion of the Financial Statements and various highlights of this section. The MD&A section is unaudited and a summary from management describing highlights during 2021.

Paul Backes asked about Fund Balance expectations in 2022 as the 2021 Financial Statements show a large increase in overall Fund Balance. Michael Yang discussed this topic and explained that the original 2022 budget that the Board adopted reflected a reduction to fund balance of approximately \$1.6 million, primarily due to the

one-time \$4 million contribution to support the City of Glenwood Spring's South Bridge Project. Michael also mentioned that there were prior presentations and discussions with the Board at the April and May Board meetings about higher costs RFTA's seeing with its capital projects and that with the significant growth in Fund Balance, RFTA is better positioned to use a portion of fund balance, as needed, to move projects forward. While sales and use tax revenues are outpacing estimates, there are continuing concerns about COVID, inflation, and overall price increases. While RFTA continues to actively seek grant opportunities (and recently received a \$2.7 million grant for the GMF Phase 3, 4, 5, and 7 project), Fund Balance is expected to decrease in 2022, mainly as a result of using fund balance in order to fund the estimated gap of \$10-15 million on the GMF Phase 3, 4, 5, and 7 project.

Paul Backes noted the Federal Government pushed out a large number of grant funds in 2022 and that the Wayfair decision and Colorado HB19-1240 has helped local governments with sales tax revenues. He is seeing many local governments with better than anticipated sales tax revenues. Mr. Backes did note that RFTA appeared to be the most positively affected entity compared to other similar government entities in our area, primarily due to higher levels of Federal Transit funding allocated by the Federal Transit Administration apportioned by CDOT to support RFTA's operating costs during the pandemic.

Ann Driggers mentioned she is seeing more funding available for transit than for public health due to the strong sales tax returns. Sales tax has increased with mostly double-digit numbers county-wide but the largest increases in the City of Aspen and Pitkin County. The core increase is centered around tourism, retail, hotels, and restaurants. The hotel rates in the Aspen-Pitkin County area are among the highest in the country. The construction/remodel sectors are thriving as well. If a recession comes, which is hard to predict, the Roaring Fork Valley may be a safe area.

Michael Yang brought up the large number of real estate transactions in the Roaring Fork Valley and where construction will be going forward. Ann mentioned that Lowe's and Home Depot (which are both being reported in the "retail" category and not the "construction" category) are usually in the top 10 sales tax remitters. It is not expected there will be a slowdown in the tear down / reconstruction projects in the near future. Pitkin County's sales rate is almost double compared to the use tax rate. Ann noted that it is hard to track down use tax remitters; however, sales tax is collected at the time of the sale.

Dan Blankenship discussed the various sales and use tax rates, and their histories, among the various member jurisdictions.

Paul Backes inquired about current gas prices and whether this will cause standing room only on the buses. Michael Yang indicated that RFTA has experienced full buses with standees during peak hours during the Spring Season which may be attributable to the higher gas prices and traffic congestion due to the Maroon Creek Roundabout construction project. With the summer season upon us, we will continue to monitor how ridership levels will be impacted, however, RFTA reduced its planned summer service levels due to a shortage of Commercial Bus Operators.

Paul Backes indicated that \$59 million of Fund Balance is being added at the modified level of the financial statements. This includes \$32 million being added to the General Fund and \$26 million being added to the Capital Projects Fund, which includes proceeds from the issuance of the 2021 Bonds. When looking at the full accrual financial statements, the 2021 Bond Issuance is excluded, which is why the addition to the Fund Balance is lower when looking at the full accrual financial statements.

Ann Driggers asked about the presentation of the Pitkin County Bonds issued on behalf of RFTA (when it was part of the county) which were refunded in 2020. RFTA pays the debt service for these bonds via a deduction in the sales tax passed through to RFTA from the county. Paul Backes explained where and how these are

recorded on RFTA's financial statements. It is his opinion that it is the best and most transparent approach in how these bonds are shown in the financial statements.

Michael Yang asked Jessica Clark about what Eagle County is experiencing. She indicated they are seeing higher increases in sales tax revenues, similar to what Ann Driggers described, with large increases in the retail and grocery sectors.

Paul Backes indicated this year's engagement went well and he tries to bring in a new CPA each year. He mentioned that a lot of work went into this year's audit and the clean opinion to ensure the numbers are correct. He said RFTA has consistency in the Finance Team and this has paid off.

At approximately 11:15am, RFTA staff left the room and Webex meeting to allow the audit subcommittee members to talk with the auditors without staff present. After their discussion, RFTA staff returned to the room and Ann Driggers shared that the subcommittee recommends that the RFTA Board accept the report.

Meeting adjourned approximately 11:25am.

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

Meeting Date:	July 14, 2022
Subject:	Mid-Valley Trails Committee (MVTC) Update
Strategic Outcome:	5.0 Satisfied Customers
Strategic Objective:	5.7 – Provide clean and well-maintained facilities, trails and equipment
Presented By:	Angela Henderson, Assistant Director, Project Management & Facility Operations
Staff Recommends:	Staff recommends approval for resolution 2022-13, an update to Resolution 2002-14, to better define the roles and responsibilities for oversight of the Mid-Valley Trails Committee
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. 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 ○ 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

	<ul style="list-style-type: none"> ○ 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. Staff has suggested the following changes to the resolution: <ul style="list-style-type: none"> ○ RFTA staff shall resume oversight of the MVTC as originally called out in the 2002 resolution ○ RFTA staff shall develop policies under which the MVTC will operate, bylaws, term limits, annual budget requests, payments, procurement processes, etc., ○ RFTA staff will create a space on the RFTA website that allows the public more opportunity to participate in the MVTC ● The intent of the updated resolution is to better define RFTA's oversight role, provide direction to the existing MVTC committee, and to allow for and encourage project development and implementation of the 2020 Mid-Valley Trails Plan.
Governance Policy:	1.7 – High Performing Organization: With integrity, RFTA will deliver efficient, innovative, transparent, accountable, effective, and collaborative regional transportation services that reflect community values.
Fiscal Implications:	Staff time to update the resolution and staff time to provide oversight and direction to the Mid-Valley Trails Committee.
Attachments:	Yes, please click on this link: " 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 July 2022 RFTA Board Meeting Portfolio attached to the e-mail transmitting the RFTA Board Agenda Packet and Resolution 2022-13 – Updated, attached below.

Director _____ moved adoption of the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2022 -13**

**MID-VALLEY TRAILS COMMITTEE RESOLUTION – UPDATE TO RESOLUTION
NO. 2002-14**

WHEREAS, on November 7, 1995, Eagle County voters approved a one-half of one percent (0.5%) sales tax for the purpose of funding mass transportation in Eagle County, (“Mass Transportation Tax” or “MTT”) with ten percent of all revenue collected dedicated to bike paths, and with the portion of the sales tax collected within the Roaring Fork Valley used for that part of Eagle County; and

WHEREAS, on September 12, 2000 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 entered into an Intergovernmental Agreement (“IGA”) to form the Roaring Fork Transportation Authority (“RFTA”); and

WHEREAS, 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; and

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

WHEREAS RFTA adopted the Mid-Valley Trails Committee as one of its committees and the committee is responsible for, among other things, making recommendations to the RFTA Board of Directors concerning studies, phasing, and contracting of trails projects within the Eagle County portion of the Roaring Fork Valley and participating with RFTA and other valley jurisdictions to do long range planning for and construction of trails; and

WHEREAS, the 2020 Mid-Valley Trails Plan was adopted by the Roaring Fork Valley Regional Planning Commission on September 3, 2020; and

WHEREAS, the MVTC requires clearly defined staff oversight and guidance to appropriately implement the 2020 Mid-Valley Trails Plan and provide advice and recommendations to RFTA.

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

THAT, RFTA shall have oversight of the MVTC; and

THAT, RFTA has the authority to clarify and improve the operations of the MVTC which may include, but not be limited to, 1) creating clear MVTC bylaws that outline membership qualifications, positions to be filled, term allowances, and procedures for appointment, 2) creating an operating procedure that outlines how the MVTC interacts with RFTA including annual budget requests and payments, and 3) implementing other process or procedures necessary to implement the Mid-Valley Trails Plan; and

THAT, all annual operating expenditures related to the MVTC and implementation of the Mid-Valley Trails Plan shall be funded from the portion of Eagle County sales tax provided to RFTA related to trails; and

THAT, funding for significant trail projects that benefit the residents of Eagle County will likely be secured through a variety of sources which may include the portion of Eagle County sales tax provided to RFTA related to trails as well as grant making; and

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 14TH day of July, 2022.

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

By: _____
Jeanne McQueeney, Board 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 July 14, 2022; (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 July, 2022.

Nicole R. Schoon, Secretary to the Board

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

Meeting Date:	July 14, 2022
Subject:	Report Regarding Retreat Takeaways and 2023 Strategic Initiatives
Strategic Outcome:	2.0 Accessibility and Mobility 3.0 Sustainable Workforce 6.0 Environmental Sustainability
Strategic Objective:	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 3.2 Provide competitive compensation and benefit packages 3.3 Provide comfortable and affordable short-term and long-term housing solutions 6.4 Provide alternative and innovative travel solutions to help slow the growth of vehicle miles traveled in region
Presented By:	Kurt Ravenschlag, COO
Staff Recommends:	The RFTA Board of Directors to provide staff with any feedback regarding the Board Retreat Summary and identified next steps.
Executive Summary:	The RFTA Board of Directors conducted their 2022 Strategic Planning Summit on June 6, 2022 to identify their Strategic Priorities for the 2023 budget year. This process was facilitated by Andrea Palm-Porter to review and affirm the current 5-year Strategic Plan, review existing Advantages and Challenges of RFTA, and to identify three top priorities for the organization to focus on in the 2023 budget year.
Background/ Discussion:	The summit was kicked off by asking: <i>“What would you want community members to say about RFTA?”</i> <ul style="list-style-type: none"> • Kids want to ride it • I can get to a bus from my house • No traffic jams • Affordable option • Part of the solution • Safe, comfortable, convenient • Let’s ride the bus • Faster (Better) than driving • Enjoyable ridership experience • Don’t have to find a parking space • Transit + RFTA is viable/preferable alternative for people • We have mobility and transportation options • Reduce emissions • Cheaper than driving • Applied hope • Ridership Up • Easy to use

The Board then reviewed the Advantages and Challenges as identified by RFTA staff.

Going well

Issues that need attention

Major issues that need immediate attention

Advantages

Talent

- Experienced, dedicated and tenured management team
- Professional and courteous bus operators
- New energetic staff stepping into key leadership roles

Community/Relationship

- Services meet the unique travel demands of this region
- Dependable and reliable bus service, 24-7, 365 days per year
- Steadily increasing bus ridership and trail users
- High level of public trust in RFTA
- Dedicated sales and property tax revenues for long-term financial sustainability
- Favorable public response to all RFTA services, especially VelociRFTA BRT service
- RFTA Board of Directors provides regional support and influence
- Leveraging regional stakeholders for collaborative projects and grant project applications

Funding

- Ability to secure grant funding for capital, fleet and operations; and to meet grant administration requirements
- Successful 2.65 mill property tax approval in member jurisdictions to plan and implement the RFTA Destination 2040 Regional Project List
- Have secured significantly more grants than anticipated
- New funding opportunities for low or zero emission vehicles

Physical Assets

- Fleet and facility capital assets are in a State of Good Repair and are being managed with Enterprise Asset Management (EAM) practices
- RFTA-owns employee housing units
- Ownership and co-management of 34 miles of the Rio Grande Railroad Corridor and Rio Grande Trail, which is currently rail banked and being preserved for future transportation uses

Environmental

- Capable of making significant reductions to transportation related greenhouse gas emissions through delivery of mass transit service and trail utilization

Challenges

Talent

- Succession planning for a pending exodus of nearly all highest-level staff
- Attracting, engaging and retaining employees in a region with a high cost of living and a scarcity of affordable housing
- Difficulty of attracting and retaining bus operators that possess both driving proficiency and customer service skills

- Lack of a centralized, well-staffed customer service department
- Operations outgrowing support staff and supervisory capabilities
- Inadequate staffing to support existing and future technologies
- Maintaining affordable employee health care costs
- Offering competitive compensation and benefits for this region

Community/Relationship

- Operating across a vast rural region with diverse and demanding transportation needs
- Adapting to shifting national demographics

Funding

- Implementing projects from the RFTA Destination 2040 Regional Project List on time and on budget
- Keeping pace with growing capital costs

Communication

- Fragmented staff communication due to dispersed regional facilities

Physical Assets

- Creating “shovel ready” capital projects with unknown funding opportunities
- Developing adequate transit capacity during peak hours in peak seasons
- Meeting regional transportation needs and desires with a balanced budget
- Adoption of innovative, emerging alternative fuel technologies, without compromising service, efficiency, and budget
- Collaborative management and maintenance of the rail banked Rio Grande Railroad Corridor and Rio Grande Trail
- Having reliable access to year-round housing needs
- Obtaining necessary parts and supplies to maintain our critical rolling stock and facilities

Environmental

- Attracting back riders lost during pandemic
- Battery Electric technology meeting operational needs

The Board then narrowed down the seven outcomes areas to three outcomes that were of top priority for RFTA in the coming year+.

1. 2.0 Accessibility & Mobility
2. 3.0 Sustainable Workforce
3. 6.0 Environmental Sustainability

Of the three Outcome areas – the following is what was identified that needs staff to work on and build upon:

Outcome and Initiative	Preliminary Recommendation for 2023
1. Sustainable Workforce	
a. Objective 3.2 Offer wellness cafeteria plan <ol style="list-style-type: none"> i. Survey workforce to determine need 	Survey workforce in 2022. Possible 2023 Initiative to provide a cafeteria wellness plan for the workforce.

	b. Objective 3.3 Seek opportunities to buy existing properties (pause on construction)	Continue pursuing existing built housing opportunities and pause on any new RFTA constructed housing.
	c. Objective 3.3 Develop housing guidelines and criteria i. Rental (% of wage) ii. Stipend	Develop RFTA Housing Policy in 2022 for 2023 implementation.
	2. Accessibility & Mobility (group ranked by priority 5 being high, 1 being low)	Preliminary Recommendation for 2023
	a. Objective 2.4: Expand Bikeshare in Carbondale 5	2023 Initiative to begin bikeshare expansion in Carbondale
	b. Objective 2.4: Plan expanded bikeshare in Glenwood Springs 5	2023 Initiative to Plan bikeshare for Glenwood Springs
	c. Objective 2.3: Branding we-cycle/downtowner with RFTA 3	2023 Initiative to brand we-cycle and downtowner with "RFTA"
	d. Objective 2.4: Mobility Service Director/Department/Staff 4	Possible 2023 Initiative to fund and recruit a Mobility Services Director.
	e. Objective 2.4: Solicit application for RFTA FLMM reserve to expedite development of FLMM options 5	In-Progress for 2022 and will continue in 2023
	f. Objective 2.7: Plan for S. Bridge completion & transit & FLMM connection, i.e., park and ride/bike share 2	2023 Initiative to Plan bikeshare and possible Park and Ride options at South Bridge/SH 82
	g. Objective 2.3: Move busway project on Rio corridor into preferred alternative, EA, grant application 1-2	2023 effort to coordinate with Glenwood Springs on evaluating BRT on Grand Avenue through downtown GWS. 2023 Strategic Initiative to develop a Rio Grande Rail Corridor Vision Plan.
	h. Objective 2.6: Free fare experiment SB22-180 3	Possible Summer 2023 Initiative
	i. Objective 2.4: Explore E-Trike experiment for senior housing 3	Possible 2024 Initiative
	3. Environmental Sustainability	Preliminary Recommendation for 2023
	a. Objective 6.4: "Alternative and innovative travel solutions to reduce VMT." i. Create a vision and plan for how the rail corridor may be used for alternative and innovative travel solutions.	2023 begin Initiative to develop a Rio Grande Rail Corridor Vision Plan.

	<ol style="list-style-type: none"> 1. Dual-use infrastructure 2. E-bike (increased speed with enhanced safety) 3. Autonomous transit 4. First/last mile 5. Public Messaging 	
<p>Next Steps In completing the Summit, the next steps were identified:</p> <ol style="list-style-type: none"> 1. Staff to develop the above recommendations into Strategic Initiatives to be evaluated for inclusion into the 2023 RFTA budget. <ol style="list-style-type: none"> a. Move them into the budget process (Mike, Dan, Kurt) b. By Mid-August – then present in September and fine tune September to December for budget adoption. 		
Governance Policy:	Policy 1.0 Outcomes	
Fiscal Implications:	Initiatives that are advanced into the 2023 budget will have identified budgetary impacts.	
Attachments:	None	

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

Meeting Date:	July 14, 2022
Subject:	Presentation of Regional First and Last Mile Mobility Study and Update Regarding 2023 Bikeshare MOU Process
Strategic Outcome:	2.0 – Accessibility and Mobility
Strategic Objective:	2.3 – Increase alternative mode splits throughout the region 2.4 – Provide increased first and last mile options for customers throughout the service area
Presented By:	David Johnson, Director of Planning and Dan Blankenship, CEO
Staff Recommends:	<ol style="list-style-type: none"> 1. This is an FYI presentation regarding the key highlights of the final First- and Last-Mile Mobility Study (RFLMMS) 2. This is also an update regarding the status of the process of meeting with prospective parties to the 2023 Regional Bikeshare Services Memorandum of Understanding.
Executive Summary:	<p><u>Regional First- and Last-Mile Mobility Study:</u></p> <ol style="list-style-type: none"> 1. In March 2021, RFTA’s consultant, Toole Design, undertook the Roaring Fork Valley Regional Bikeshare Study and the RFLMMS. The Regional Bikeshare Study was completed and adopted by the RFTA Board of Directors in May of 2022. The RFLMMS was completed in June 2022 and is being presented by the consulting team to the Board at its July 14th meeting. Following the presentation, staff will bring back a Resolution seeking Board adoption of the RFLMMS in August 2022. 2. The RFLMMS evaluated a number of FLMM strategies for possible further study and implementation by RFTA. The goal of the study was to help guide FLMM investments that will make accessing regional transit services easier; with a focus on more sustainable transportation. In addition to microtransit services, one strategy that is particularly intriguing is the potential development of a Community Carpooling App, that would make it possible for people to share rides in real time. 3. The study included robust public and stakeholder outreach throughout the region. The study indicated that with all current and future services provided by RFTA, there appears to be a desire from members of the Hispanic community for more outreach about planned service improvements and changes. 4. RFTA-wide and community-specific recommendations have been developed and split into three key categories: transportation services, infrastructure, and programs. <p><u>Status of “Draft: Memorandum of Understanding Regarding RFTA 2023 – 2028 Regional Bikeshare Services (Draft MOU):</u></p> <p>Following is a status update regarding the status of the process of sharing the Draft MOU with prospective jurisdictional partners is as follows:</p> <p><u>Town of Carbondale:</u> A copy of the Draft MOU and a Memorandum to the Town Council explaining the Draft MOU have been provided to Town Staff. A presentation</p>

	<p>was made by WE-Cycle and RFTA staff at the Council’s June 28 meeting. Early indications are that the Town Council is interested in participating in the Draft MOU, and will be evaluating in-kind contributions it can make to reduce the Town’s Direct Operating costs for bikeshare in 2023.</p> <p><u>Town of Snowmass Village:</u> A copy of the Draft MOU and a Memorandum to the Town Council explaining the Draft MOU have been provided to Town Staff. Discussions with Town Staff are planned for July 11 and recommended timing and process steps for presenting the Draft MOU to the Town Council will be forthcoming.</p> <p><u>Pitkin County:</u> A copy of the Draft MOU and a Memorandum to the Board of County Commissioners (BOCC) explaining the Draft MOU have been provided to County Staff. Discussions with County Staff are planned for July 13 and recommended timing and process steps for presenting the Draft MOU to the BOCC will be forthcoming.</p> <p><u>City of Aspen:</u> A copy of the Draft MOU and a Memorandum to the City Council explaining the Draft MOU have been provided to City staff. Conditional adoption of the Draft MOU has been placed on the City Council’s July 12 Consent Agenda. WE-cycle and RFTA staff plan to attend the Council meeting in case any questions arise.</p> <p><u>Town of Basalt:</u> A copy of the Draft MOU and a Memorandum to the Town Council explaining the Draft MOU have been provided to Town Staff. Discussions with Town Staff have been initiated and the meeting to present the Draft MOU to the Town Council has tentatively been scheduled for July 26.</p> <p><u>Eagle County:</u> A copy of the Draft MOU and a Memorandum to the Board of County Commissioners (BOCC) explaining the Draft MOU have been provided to County Staff. Discussions with County Staff have been initiated and recommended timing and process steps for presenting the Draft MOU to the BOCC will be forthcoming.</p> <p><u>City of Glenwood Springs:</u> A copy of the Draft MOU and a Memorandum to City Council explaining the Draft MOU have been provided to City Staff. Discussions with City Staff have been initiated and recommended timing and process steps for presenting the Draft MOU to the City Council will be forthcoming.</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:	The combined estimated cost of the Roaring Fork Valley Regional Bikeshare Study and the RFLMMS is approximately \$180,000.
Attachments:	Yes, please click on this link for a copy of the RFLMMS: Bike Share document or Find “RFTA FLMM and Bike Share_v6.pdf” in the July 2022 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Meeting Agenda.

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

Meeting Date:	July 14, 2022
Subject:	Presentation Regarding Proposed Minor Stored Value Card Discount Reduction
Strategic Outcome:	2.0 – Accessibility and Mobility
Strategic Objective:	2.5 Ensure accessibility for youth, low income, seniors and disabled populations 2.6 Identify and reduce barriers to riding transit and accessing trails
Presented By:	Dan Blankenship, CEO
Staff Recommends:	This is an FYI that staff is planning to advertise a Public Hearing for the August 11, 2022 RFTA Board of Directors meeting concerning a proposed minor reduction in the discount on stored value cards, as explained below.
Executive Summary:	<p>Minor Reduction in Multi-Ride Discounts: In order to make it more convenient for passengers to purchase bus tickets, RFTA is planning to implement a Mobile Ticketing App effective the winter season of this year. Currently, the bulk of RFTA’s fare revenue is derived from the sale of discounted stored value cards. Prior to introducing ticket vending machines in 2013, 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.</p> <p>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.</p> <p>The current stored value cards, in essence, perform as a debit card that is debited for the fare amount each time a passenger uses it for a ride. 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 the 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 (see chart on next page):</p>

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. This change would have the effect of slightly increasing the cost of the larger denomination discounted passes (an approximate 3.8% increase in the price of the \$20 and \$40 discounted stored value cards). The prices of the \$5 and \$10 stored value cards, would increase from \$3.50 and \$7.25, respectively, to \$3.75 and \$7.50, respectively. This would amount to an approximate 7% and 3.5% increase, respectively. However, these modest increases would eliminate anomalies in the pricing structure and make the discounts uniform and easier to communicate, especially from the perspective of the Mobile Ticketing App users.

For the above reasons, a Public Hearing will be noticed for the August 11, 2022, Board meeting.

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:	In theory, reducing the discount on stored value cards should marginally increase RFTA's fare revenue. However, because the proposed discount reduction is relatively minor, staff does not anticipate that it will result in a significant increase in fare revenue or additional cost to the commuting public.
Attachments:	No.

RFTA BOARD OF DIRECTORS MEETING
“BOARD GOVERNANCE PROCESS” AGENDA ITEM SUMMARY # 8. A.

Meeting Date:	May 12, 2022
Agenda Item:	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.
Strategic Outcome	7.0 High Performing Organization
Strategic Objective	7.5 Ensure appropriate transparency of all RFTA business 7.6 Actively plan for business continuity and resilience in the event of crisis 7.7 Continually seek ways to improve business process
Presented By:	Paul Taddune, General Counsel and Dan Blankenship, CEO
Recommendation:	Determine whether the RFTA Bylaws should be amended to extend the ability of Board members to participate in Board meetings remotely and whether any restrictions or guidelines on remote participation by Board members and Alternates are needed.
Core Issues:	<p>At the October 14, 2021 meeting, the RFTA Board adopted Resolution 2021, which permanently amended the RFTA Bylaws to allow Board members and Alternates to participate remotely in Board meetings.</p> <p>At the April 14 Board meeting, the CEO inadvertently confused the issue because he didn't remember that the Bylaws had been permanently amended at the October 14, 2021 meeting to allow remote participation.</p> <p>However, due to the CEO's mistake, 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.</p> <p>At the May 12, 2022 Meeting, the Board voted to extend remote meeting participation by Board members and continue this discussion until the July 14 Board meeting, subsequent to the Strategic Planning Summit in June when, hopefully all Board members could participate.</p>
Background Info:	See Core Issues
Policy Implications:	RFTA Board Members' Code of Conduct Policy 4.5.6 states, "Board members and/or alternates are expected to attend Board meetings. If a jurisdiction has no representation (regular or alternate) from more than two (2) of the Board's regularly scheduled meetings in any fiscal year, this will constitute notification to the appointing authority of RFTA's request for more active participation."
Fiscal Implications:	None.
Attachments:	None.

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

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: July 14, 2022

Summer “Behind the Wheel,” RFTA’s Internal Newsletter:

For an interesting and visually appealing summary of everything that is happening at RFTA, please follow the link to the Summer 2022 edition of the “Behind the Wheel” newsletter ([Summer Edition of Behind the Wheel](#)).

The newsletter features articles written by a number of different contributors, and it is Edited by Terri Rider, Human Resources Administrative Assistant. Jamie Tatsuno, Communications Manager, assisted with artwork and graphic layout.

COVID-19 Update:

1. **Vaccinations:** As of July 7, the number of RFTA employees that were fully vaccinated and boosted, respectively, can be found on the chart on the chart below:

RFTA Employee Initial Vaccination and Booster Shot Report - 7/7/22 (Vaccination)

1	Total RFTA Employees Initially Vaccinated	271
2	Total RFTA Employees	351
3	Percentage of Total RFTA Employees Initially Vaccinated	77%
4	Total RFTA Employees that have received Booster Shot as of 7/7/22	146
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 7/7/22	146
8	Total RFTA Employees	351
9	Percentage of Total RFTA Employees who have received Booster Shot	42%

2. **Attendance:** As of Thursday, July 7, 2022, there were 7 RFTA employees absent due to COVID-19 related reasons. This was down from a high of 36 on January 5, 2022
3. **Ridership:** Through May 31, 2022, RFTA’s year-to-date system-wide ridership was up 50.2% compared to same period in 2021.

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

Total Ridership YTD Comparison: 2019 vs. 2022			
Service	YTD May 2019	YTD May 2022	% Vari YTD 2022 to YTD 2019
Aspen	703,997	425,942	-39%
Valley	1,145,937	909,243	-21%
Hogback	41,124	53,687	31%
Other	575,708	423,383	-26%
Total	2,466,766	1,812,255	-27%

The chart below compares the month of May 2022 with the pre-COVID month of May 2019. System-wide ridership In May 2022 was down 19% compared with May 2019, however, Valley ridership was only down 17%.

Ridership Comparison: May 2019 vs. May 2022			
Service	May-19	May-22	% Vari May 2022 to May 2019
Aspen	56,232	29,498	-48%
Valley	150,526	124,521	-17%
Hogback	7,831	11,312	44%
Other	13,755	18,997	38%
Total	228,344	184,328	-19%

Chief Operating Officer Update, July 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: July 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 pending grant application. Awards to be announced in Sept. 2022.

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: July 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. Vehicle Maintenance Staff moving into new space.  <p><i>New bus roof access point</i></p>	



New Vehicle Maintenance Office Area

Phase 3,4,5,7

- RFTA has executed the 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

S10 - Replacement Office/Housing

2022 Budget: \$895,165	% Complete: 10%	Last Updated: July 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 purchase existing housing for new employee housing options. • Staff working to develop a comprehensive RFTA Housing Policy. 	

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

Please see the click on the links: "[07-14-2022 Planning Department Update.pdf](#)," or see "07-14-2022 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 (May YTD)

2022 Budget Year				
General Fund	May YTD			Annual Budget
	Actual	Budget	% Var.	
Revenues				
Sales and Use tax (1)	\$ 11,755,657	\$ 7,574,971	55.2%	\$ 31,881,900
Property Tax	\$ 8,394,341	\$ 8,394,341	0.0%	\$ 11,876,000
Grants	\$ 1,867,530	\$ 1,867,530	0.0%	\$ 46,747,016
Fares (2)	\$ 1,406,617	\$ 1,044,076	34.7%	\$ 3,723,500
Other govt contributions	\$ 536,667	\$ 536,667	0.0%	\$ 1,953,160
Other income	\$ 433,542	\$ 366,054	18.4%	\$ 941,380
Total Revenues	\$ 24,394,354	\$ 19,783,639	23.3%	\$ 97,122,956
Expenditures				
Fuel	\$ 761,604	\$ 787,636	-3.3%	\$ 2,160,194
Transit (3)	\$ 12,620,207	\$ 14,213,174	-11.2%	\$ 35,995,064
Trails & Corridor Mgmt	\$ 217,489	\$ 233,191	-6.7%	\$ 896,000
Capital	\$ 994,205	\$ 985,644	0.9%	\$ 83,846,629
Debt service	\$ 450,530	\$ 450,530	0.0%	\$ 1,649,984
Total Expenditures	\$ 15,044,035	\$ 16,670,175	-9.8%	\$ 124,547,871
Other Financing Sources/Uses				
Other financing sources	\$ 1,682	\$ -	#DIV/0!	\$ 11,009,281
Other financing uses	\$ (2,547,431)	\$ (2,547,431)	0.0%	\$ (4,986,970)
Total Other Financing Sources/Uses	\$ (2,545,749)	\$ (2,547,431)	-0.1%	\$ 6,022,311
Change in Fund Balance (4)	\$ 6,804,569	\$ 566,032	1102.2%	\$ (21,402,604)

- (1) Sales and Use Tax Revenues are received 2 months in arrears (i.e. March sales and use tax revenue is deposited and recorded in May).
- (2) Through May, 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 Maroon Bells Bus Tour began on May 27, 2022 which was earlier than the assumed start date of June 6, 2022 in the 2022 Budget. The chart below provides a YTD May 2021/2022 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 5/2021	YTD 5/2022	Increase/ (Decrease)	% Change
Regional Fares	\$ 1,105,751	\$ 1,345,323	\$ 239,572	22%
Maroon Bells	\$ -	\$ 35,538	\$ 35,538	#DIV/0!
Total Fare Revenue	\$ 1,105,751	\$ 1,380,861	\$ 275,110	25%
Ridership on RFTA Regional Services*:	YTD 5/2021	YTD 5/2022	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	191,574	286,992	95,418	50%
BRT	230,601	338,543	107,942	47%
SM-DV	10,644	37,717	27,073	254%
Grand Hogback	28,297	53,687	25,390	90%
Maroon Bells	-	5,138	5,138	#DIV/0!
Total Ridership on RFTA Fare Services	461,116	722,077	260,961	57%
Avg. Fare/Ride	\$ 2.40	\$ 1.88	\$ (0.52)	-22%
Avg. Fare/Ride MB	#DIV/0!	\$ 6.92	#DIV/0!	#DIV/0!

- (3) The decrease in transit service expenditures is primarily attributable to service level reductions in response to the shortfall in bus operators.
- (4) 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 May YTD				Hours May YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	1,767,293	1,880,130	(112,837)	-6.0%	80,976	84,428	(3,452)	-4.1%
City of Aspen	249,383	247,199	2,184	0.9%	28,023	27,866	157	0.6%
Aspen Skiing Company	206,375	208,699	(2,324)	-1.1%	15,023	15,683	(661)	-4.2%
Ride Glenwood Springs	48,135	49,509	(1,374)	-2.8%	4,033	4,054	(21)	-0.5%
Grand Hogback	180,904	178,802	2,102	1.2%	8,898	8,675	223	2.6%
Specials/Charters	3,750	9,816	(6,066)	-61.8%	279	663	(383)	-57.8%
Senior Van	4,021	3,148	873	27.7%	646	531	115	21.7%
Maroon Bells	3,148	-	3,148	#DIV/0!	241	-	241	#DIV/0!
Subtotal - Transit Service	2,463,011	2,577,303	(114,292)	-4.4%	138,118	141,899	(3,781)	-2.7%
Training & Other	8,295	4,377	3,918	89.5%	9,528	13,042	(3,514)	-26.9%
Total Transit Service, Training & Other	2,471,305	2,581,680	(110,375)	-4.3%	147,646	154,941	(7,295)	-4.7%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report

Service	May-21 YTD	May-22 YTD	# Variance	% Variance
City of Aspen	280,036	425,942	145,906	52.10%
RF Valley Commuter	633,546	909,243	275,697	43.52%
Grand Hogback	28,297	53,687	25,390	89.73%
Aspen Skiing Company	213,539	338,431	124,892	58.49%
Ride Glenwood Springs	50,639	68,564	17,925	35.40%
X-games/Charter	-	10,732	10,732	#DIV/0!
Senior Van	290	518	228	78.62%
MAA Burlingame	-	-	-	#DIV/0!
Maroon Bells	-	5,138	5,138	#DIV/0!
GAB Transit Mitigation Svcs.	-	-	-	N/A
Total	1,206,347	1,812,255	605,908	50.23%

Subset of Roaring Fork Valley Commuter Service with BRT in 2019

Service	YTD May 2021	YTD May 2022	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	191,574	286,992	95,418	50%
BRT	230,601	338,543	107,942	47%
Total	422,175	625,535	203,360	48%

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>Completed</i>
7/8/2022	Final Audit Report to be distributed to RFTA Board with July Board Packet	<i>Completed</i>
7/14/2022	Presentation of Final Audit Report at RFTA Board Meeting by Auditor	<i>On schedule</i>

2023 RFTA Annual Budget – Preliminary Schedule

Date	Activity	Status
8/11/2022	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	<i>On schedule</i>
9/8/2022	Presentation/Direction/Action: 1 st draft budget presentation	<i>On schedule</i>
10/13/2022	Presentation/Direction/Action: 2 nd draft budget presentation	<i>On schedule</i>
11/10/2022	Presentation/Direction/Action: 3 rd draft budget presentation	<i>On schedule</i>
12/8/2022	Public Hearing: 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 & Trails Update, July 2022 – Mike Hermes, Director of Facilities & Trails

Facilities and Bus Stop Maintenance July 14, 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 for the project, 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 the 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 inspections required to obtain a CO for the project are holding up our ability to occupy the new work spaces.
2. Repairs to the Parker House employee housing are continuing and the repairs to the roofs between the cabins have been completed. Staff will now be working toward replacing some failed siding and rebuilding the set of stairs that lead to the second story apartments. This work is expected to continue 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. Staff continues working with Paul Taddune and the Rail attorneys to set a policy for addressing and removing violations up and down the Railroad Corridor. (ongoing)
 3. 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 staying busy out on the trail!
 - The Trail Technicians, Jud and Brian, are working hard to give ALL trail users a great experience.
 - Staff has been out pulling weeds, sweeping, debris blowing, clearing limbs and sightlines, mowing, cleaning up trailheads and vault toilets, etc. to make sure the trail is safe and clean.
- Adopt-a-trail groups and RFOV have been out helping clean up the corridor and completing other maintenance tasks, which we greatly appreciate!
- Hardwick Bridge Trail Update – This safe routes to school project has been completed and is open to the public! A ribbon cutting ceremony was held on the refurbished Hardwick Bridge on June 17. It was a great community event with project partners and neighbors.
- 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.
- 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.
 - Rio Grande ArtWay improvements
 - 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