

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

TIME: 8:30 a.m. – 11:30 a.m., Thursday, July 12, 2018

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

This Agenda may change before the meeting)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	8:30 a.m.
2	Approval of Minutes: RFTA Board Meeting, June 14, 2018, page 3		Approve	8:31 a.m.
3	Executive Session: None at this time		Executive Session	8:32 a.m.
4	Public Comment: Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person).		Public Input	8:33 a.m.
5	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	8:40 a.m.
6	Public Hearing:			
	A. Resolution 2018-15: Amending Article 1.1 of the Roaring Fork Transportation Authority Rail Corridor and Trails Rules and Regulations Regarding Restrictions on Trail Use to Permit the Use of Class 1 Electrical Assisted Bicycles on the Rio Grande Trail from Emma Road to 23 rd Street in Glenwood Springs – Kurt Ravenschlag, COO, page 6	1.0	Discussion/ Direction	8:45 a.m.
	B. Resolution 2018-16: 2018 Supplemental Budget Resolution – Michael Yang, CFAO, page 12	4.2.5	Approve	9:15 a.m.
7	Consent Agenda:			9:30 a.m.
	A. RFTA 2017 Audited Financial Report – Michael Yang, CFAO, page 17	2.4.8	Accept	
	B. Resolution 2018-17: Supporting the Grant Application for a Grant from the FTA 5339(B) Bus & Bus Facilities Program for the Replacement of (4) 40' Diesel Hybrid Buses with (4) New 45' Clean Diesel Commuter Coach Buses – David Johnson, Director of Planning, page 23	4.25	Approve	
8	Presentation/Action Items:			
	A. LoVa Colorado River Trail Update – Jeanne Golay, Executive Director, Lower Valley Trails Association and Greg Russi, Special Projects Director, Town of New Castle, page 26	4.2.5	Discussion	9:40 a.m.
	B. Destination 2040 Update – Ralph Trapani, PTG, and Bill Ray, WR-Communications, page 27	4.2.1	Discussion/ Direction	10:00 a.m.
(Agenda Continued on Next Page)				

	Agenda Item	Policy	Purpose	Est. Time
9	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, <i>page 29</i>	2.8.6	FYI	11:10 a.m.
10	Issues to be Considered at Next Meeting:			
	To Be Determined at July 12, 2018 Meeting	4.3	Meeting Planning	11:20 a.m.
11	Next Meeting: 8:30 a.m. – 11:30 a.m., August 9, 2018 at Carbondale Town Hall	4.3	Meeting Planning	11:25 a.m.
12	Adjournment:		Adjourn	11:30 a.m.

Mission/Vision Statement:

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

Values Statements:

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

**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
June 14, 2018**

Board Members Present:

George Newman-Chair (Pitkin County); Jeanne McQueeney-Vice-Chair (Eagle County); Steve Skadron (City of Aspen); Mike Gamba (City of Glenwood Springs); Jacque Whitsitt (Town of Basalt); Dan Richardson (Town of Carbondale); Art Riddile (Town of New Castle); Markey Butler (Town of Snowmass Village)

Staff Present:

Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial and Administrative Officer (CFAO); Kurt Ravenschlag, Chief Operating Officer (COO); Nicole Schoon, Secretary to the Board of Directors; Mike Hermes, Angela Henderson, Brett Meredith, Dina Farnell, Amy Burdick and Abbey Pascoe, Facilities & Trails Department; David Johnson and Jason White, Planning Department; Kent Blackmer, Co-Director of Operations; Jamie Tatsuno, Marketing and Communications Manager; Paul Hamilton, Finance Director; Tammy Sommerfeld, Procurement Manager; Ed Cortez, Operations and ATU Local 1774 President

Visitors Present:

Ralph Trapani (Parsons); Bill Ray (WR Communications); Todd Vitale (Vitale and Associates); Daren Hodge, Financial Manager (PFM); Tanya Allen (City of Glenwood Springs); Gary Tennenbaum (Pitkin County Open Space and Trails); Scott Condon (Aspen Times); Wyatt Orme (Aspen Public Radio); John Krueger (City of Aspen); William Hahn (ATU Local 1774); Jeanette Darnauer (Darnauer Group Communications); Emzy Veazy III (citizen)

Agenda

Note: Blue Hyperlinks to the June 14, 2018 Board meeting video have been inserted for each Agenda item below. Please view video for additional information.

1. [Roll Call:](#)

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

2. [Approval of Minutes:](#)

Dan Richardson moved to approve the minutes of the May 10, 2018 Board Meeting, and Art Riddile seconded the motion. The motion was unanimously approved.

3. [Public Comment:](#)

Newman asked if any member of the public would like to address the Board or make a comment.

Emzy Veazy III addressed the Board and stated that a RFTA driver, Adam English, avoided a potentially devastating accident on Highway 82. He commended him for his quick thinking and ability to avoid the accident. He feels that during special events, RFTA should increase bus fares. RFTA should advertise in buses with televisions and place advertisements inside and outside the buses.

Newman closed Public Comments at 8:35 a.m.

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

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

No items were added to the Board Agenda.

Newman next asked if any Board member had comments or questions regarding issues not on the meeting agenda.

No Board members had any comments or questions.

5. **Presentation/Action Items:**

A. **E-bikes Public Outreach Update** – Kurt Ravenschlag, COO and Gary Tennenbaum, Director, Pitkin County Open Space and Trails

Ravenschlag stated that the Rio Grande Trail has had differing policies in place in regards to the use of Electric Assist Bicycles (E-Bikes). The Rio Grande Trail from Glenwood Springs to Catherine Store has allowed Class 1 and Class 2 E-Bikes while portions within Pitkin County prohibited E- Bikes. In May 2018, the Pitkin County Board of Commissioners approved the use of Class 1 E-Bikes on trails. However, a discrepancy in Pitkin County and RFTA policies exists in regard to the use of Class 2 E-Bikes along the Rio Grande Trail.

Pitkin County, in coordination with stakeholders from the Roaring Fork and Colorado River Valley, including RFTA, conducted a public outreach process to gather feedback on the use of E-Bikes on paved trails and paths. The public outreach began on March 16 and ran through April 20, 2018. This involved five (5) public open houses, a website, and various promotional materials to encourage residents to complete a survey and provide feedback on the use of Class 1 and Class 2 E-Bikes. The outreach gathered 952 surveys and 32 comments. The results indicated that 69% of respondents supported the use of Class 1 E-Bikes, and 49% of respondents supported the use of Class 2 E-Bikes.

Tennenbaum discussed, in detail, the results of the survey, by jurisdiction.

Markey Butler questioned how RFTA staff would be able to enforce the policy if Class 2 E-Bikes were banned from use on the Rio Grande Trail.

Brett Meredith stated that unfortunately RFTA does not currently patrol the trail and that it would be on an honor system or if staff were to witness individuals riding then they could enforce the policy.

Mike Gamba requested that RFTA staff provide the Board information regarding accidents that have taken place since allowing Class 1 and Class 2 E-bikes on the trail.

B. **Destination 2040 Update** – Ralph Trapani, PTG; Bill Ray, WR-Communications; Darren Hodge, PFM; and Todd Vitale, Vitale and Associates

Darren Hodge presented the Destination 2040 Financial Planning Model to the Board. Objectives include meeting capital and operating funding through Fiscal Year 2043, maintaining a positive fund balance every year, and minimizing borrowing costs to deliver the capital program. Funding sources would include sales tax, property tax, capital grant funds, and bonding.

Todd Vitale presented and discussed the results of the recent Mill Levy survey.

Ralph Trapani stated that in July or August the Board would need to make a final decision on whether to refer the Mill Levy question on the November election ballot.

- C. **Resolution 2018-14:** A Resolution Authorizing the Delivery by the Roaring Fork Transportation Authority Of Notice Pursuant to Section 43-4-613, C.R.S. of the Authority's Consideration of a Proposal to Establish an Ad Valorem Property Tax Within the Territory of the Authority; Authorizing the Appointment of a Designated Election Official in Connection With Such Proposal to Take All Necessary or Appropriate Actions Relating to Such Proposal, and Authorizing Certain Related Matters in Connection Therewith – Paul Taddune, General Counsel

Gamba moved to approve Resolution 2018-14: A Resolution Authorizing the Delivery by the Roaring Fork Transportation Authority Of Notice Pursuant to Section 43-4-613, C.R.S. of the Authority's Consideration of a Proposal to Establish an Ad Valorem Property Tax Within the Territory of the Authority; Authorizing the Appointment of a Designated Election Official in Connection With Such Proposal to Take All Necessary or Appropriate Actions Relating to Such Proposal, and Authorizing Certain Related Matters in Connection Therewith, and Jacque Whitsitt seconded the motion. The motion was unanimously approved.

6. **Executive Session:**

- A. **Paul Taddune, General Counsel: Two Matters:** 1) Pursuant to C.R.S. 24-6-402(4)(b) conferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions concerning potential and pending litigation (Sos/Alpine Tire); and 2) Pursuant to C.R.S. 24-6-402 4(e)(I) Determining positions that may be subject to negotiations; developing strategy for negotiations and instruction negotiators (RFTA-ATU Collective Bargaining Agreement 2019-2021).

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

Staff Present: Dan Blankenship, CEO; Paul Taddune, General Counsel; Mike Yang, CFAO; Kurt Ravenschlag, COO; Nicole Schoon, Secretary to the Board; Kent Blackmer, Co-Director of Operations; Paul Hamilton, Director of Finance

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

No action was taken during the Executive Session. The Executive Session adjourned at 11:09 a.m.

7. **Consent Agenda:**

- A. **Approval of Letter of Support for RFTA BUILD Grant Application and Resolution 2018-13: Authorization to Submit Application for Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grants – David Johnson, Director of Planning**

The GMF must be renovated and expanded to alleviate today's capacity constraints and to help RFTA grow and adapt to future needs. RFTA intends to request \$22.9 million in U.S. Department of Transportation (DOT) Better Utilizing Investments & Leveraging Development (BUILD) funds, to complete the \$32.9 million Phase 1 renovation and expansion. The amount of local match required, could be up to approximately \$10 million, depending on the amount of grant funds received, and would be comprised from approximately \$7.1 million in remaining RFTA bonding authorization, current budget revenue, and RFTA capital reserves.

B. **Approval of Letter of Support for Glenwood Springs' BUILD Grant Application** – David Johnson, Director of Planning

The City of Glenwood Springs is seeking \$7.35 million in U.S. Department of Transportation (DOT) Better Utilizing Investments & Leveraging Development (BUILD) grant funding for the South Midland Reconstruction and Rural Broadband project. BUILD funding. Along with \$3.15 million in local match, the grant would be used to reconstruct South Midland Avenue, replace the waterline, and install broadband infrastructure to existing neighborhoods.

C. **Approval of Agreement between Amalgamated Transit Union, Local 1774 and Roaring Fork Transportation Authority** – Dan Blankenship, CEO

Dan Blankenship discussed the modifications made to the Collective Bargaining Agreement between RFTA and the ATU Local 1774. He stated that a tremendous willingness to collaborate was demonstrated by both parties and everyone appeared to approach the negotiations with RFTA's best interests in mind. Ed Cortez, President, ATU Local 1774, and the members of the ATU negotiating team are to be commended for their professionalism during the negotiations.

RFTA's lead negotiator, Kent Blackmer, along with Kurt Ravenschlag, Dan Blankenship, Michael Yang, Linda Forgacs, John Hocker, Lawrence Bond, Paul Hamilton, and Employer Council Consultant and Labor Attorney, Sarah Adeh, are also deserving of praise for their expertise and professionalism during the negotiations. Their invaluable assistance and dedication made it possible to strike an agreement with the Union.

Whitsitt moved to approve an Agreement between Amalgamated Transit Union, Local 1774 and Roaring Fork Transportation Authority and a Letter of Support for Glenwood Springs' BUILD Grant Application, McQueeney seconded the motion. The motion was unanimously approved.

Richardson moved to approve a Letter of Support for RFTA BUILD Grant Application and Resolution 2018-13: Authorization to Submit Application for Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grants and Whitsitt seconded the motion. The motion was unanimously approved.

8. **Information/Updates:**

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

RFTA and the City of Aspen, have acquired approximately \$4.3 million in grants to help finance the cost of an 8-Battery Electric Bus (BEB) pilot project. RFTA is still waiting on updated pricing from New Flyer, which should be received by June 11, 2018. Preliminary pricing information indicates the cost of heavy-duty batteries and chargers will add an addition \$400,000 to the total project budget.

9. **Next Meeting:** RFTA Board Meeting 8:30 a.m. – 11:30 a.m., July 12, 2018, Carbondale Town Hall

10. **Adjournment:**

Newman adjourned the June 14, 2018 Board Meeting at 11:44 a.m.

Respectfully Submitted:
Nicole R. Schoon
Secretary to the RFTA Board of Directors

RFTA BOARD OF DIRECTORS MEETING
“PUBLIC HEARING” AGENDA SUMMARY ITEM # 6. A.

Meeting Date:	July 12, 2018
Agenda Item	Public Hearing: Resolution 2018-15: Amending Article 1.1 of the Roaring Fork Transportation Authority Rail Corridor and Trails Rules and Regulations Regarding Restrictions on Trail Use to Permit the Use of Class 1 Electrical Assisted Bicycles on the Rio Grande Trail from Emma Road to 23 rd Street in Glenwood Springs.
Policy #:	1.2 Trail and Transit Users Move Safely, Quickly and Efficiently
Strategic Goal:	Rio Grande Trail - Environmental Sustainability Planning: Start a public scoping process with regional jurisdictions to provide clear and consistent E-Bike policy along paved, hard-surface trails such as the Rio Grande Trail.
Staff Recommends:	Adoption of Resolution No. 2018-15 Amending Article 1.1 of the Roaring Fork Transportation Authority Rail Corridor and Trails Rules and Regulations Regarding Restrictions on Trail Use to Permit the Use of Class 1 Electrical Assisted Bicycles on the Rio Grande Trail from Emma Road to 23 rd Street in Glenwood Springs.
Presented By:	Kurt Ravenschlag, Chief Operating Officer, RFTA
Core Issues:	<p>As of August 2017, the Rio Grande Trail has had differing policies in place in regards to the use of Electric Assist Bicycles (E-bikes). The Rio Grande Trail from 23rd Street in Glenwood Springs to Emma Road has allowed Class 1 and Class 2 E-bikes. The portions of the Rio Grande Trail within Pitkin County prohibited E-bikes until just recently when, in May 2018, the Board of Commissioners for Pitkin County approved the use of Class 1 E-bikes on all paved and crusherfine trails. There now remains an inconsistency in the use of E-bikes on the Rio Grande Trail between the Pitkin County Line near Emma Road and 23rd Street in Glenwood Springs, where Class 1 and Class 2 E-bikes are currently permitted.</p> <p>Some RFTA Board Members and various communities within the Roaring Fork and Colorado River Valley had expressed an interest in a public outreach process to gather opinion on the use of E-bikes along the Rio Grande Trail and other paved surfaces. As a result, Pitkin County, in coordination with stakeholders from the Roaring Fork and Colorado River Valleys and RFTA, conducted a public outreach process to gather feedback on the use of Class 1 and Class 2 E-bikes on paved trails and paths.</p> <p>From the survey results there was significant support for allowing Class 1 E-bikes. There was not strong support for Class 2 E-bikes, especially when breaking out the results by jurisdiction. Public comment indicated that Class 2 E-bikes seemed out of line with intended uses of the Rio Grande Trail (i.e. non-motorized, "passive" recreation). Public comment also showed that Class 2 E-bikes generated a significant amount of "strongly opposed" responses.</p> <p>Although there is little if any objective data regarding accidents involving E-bikes, staff anticipates that heavier, throttle-driven Class 2 E-bikes could be more hazardous than Class 1 E-bikes and degrade the trail user experience. So, staff is recommending that the RFTA Board of Directors amend Article 1.1 of the Roaring Fork Transportation Authority Rail Corridor and Trails Rules and Regulations Regarding Restrictions on Trail</p>

	<p>Use to Permit the Use of Class 1 Electrical Assisted Bicycles on the Rio Grande Trail from Emma Road to 23rd Street in Glenwood Springs. By default, this amendment will restrict/prohibit the use of Class 2 and Class 3 E-bikes on the portion of the Rio Grande Trail managed by RFTA between 23rd Street in Glenwood Springs and the Pitkin County Line near Emma Road, and make RFTA's E-Bike policy consistent with Pitkin County's.</p>
<p>Background Info:</p>	<p>In July 2017, the RFTA Board of Directors received a request from the Colorado Department of Transportation (CDOT) to allow E-bikes on the Rio Grande Trail during the Grand Avenue Bridge closure. During the August 2018 Board meeting, the RFTA Board of Directors did not have sufficient votes to adopt a resolution prohibiting the use of E-bikes on the Rio Grande Trail. As a result, when the State Law (which categorized E-bikes as bicycles that were permitted to use public trails) went into effect a few days later, Class 1 and Class 2 E-bikes were permitted on the Rio Grande Trail from 23rd Street in Glenwood Springs to the Pitkin County Line near Emma Road. Pitkin County had previously adopted an Ordinance prohibiting the use of any class of E-bike on the portion of the Rio Grande Trail it manages, until such time as more public outreach could be conducted. At the time, some RFTA Board members viewed the allowance of E-bikes on the Rio Grande Trail as an experiment and expressed a desire for information about problems that might be experienced, as well as more public outreach regarding the use of E-bikes on the Rio Grande Trail.</p> <p>As a result, an effort was organized throughout the Roaring Fork and Colorado River Valleys to gather input from citizens on the use of E-bikes on paved surface trails. Pitkin County organized this public outreach process in coordination with various stakeholders, including RFTA.</p> <p>In May 2018, as a result of this Public Outreach process, the Pitkin County Board of Commissioners approved the use of the Class 1 E-bikes on all hard surface and crusherfine trails within Pitkin County and also agreed to mirror RFTA's 20MPH speed limit. In addition, Snowmass Village recently adopted this similar approach in allowing Class 1 E-bikes on paved paths and trails.</p> <p>These actions were a result of Colorado House Bill 17-1151 (effective 08/09/17), which redefines "Motor Vehicle" to remove Electrical Assisted Bicycles and allows Class 1 & Class 2 pedal assisted electric bicycles (E-bikes) on Bike or Pedestrian paths where bicycles are authorized to travel. Class 1 E-bikes have a top speed of 20 mph and must be pedaled in order to be electrically assisted. Class 2 E-bikes have a top speed of 20 mph and have a throttle, so that they need not be pedaled to be electrically assisted.</p> <ul style="list-style-type: none"> • HB 17-1151 allows jurisdictions to prohibit the operation of all classifications of E-bikes on Bike and Pedestrian paths. • HB 17-1151 also mandates that all E-bikes have labels permanently attached that contain the Classification Number, Top Assisted Speed and the Motor Wattage of the e-bike. • Class 3 E-bikes, with a speed of 28 mph or greater are prohibited from using Bike and Pedestrian paths, unless specifically permitted by the responsible authority.

	<p>Table 1. E-Bike Classifications</p> <table border="1" data-bbox="472 264 1435 753"> <tr> <td data-bbox="472 264 1435 420"> <p>Class 1 electric bicycle,” or “low-speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour.</p> </td> </tr> <tr> <td data-bbox="472 420 1435 575"> <p>Class 2 electric bicycle,” or “low-speed throttle-assisted electric bicycle,” is a bicycle equipped with a motor that may be used exclusively to propel the bicycle, and that is not capable of providing assistance when the bicycle reaches the speed of 20 miles per hour.</p> </td> </tr> <tr> <td data-bbox="472 575 1435 753"> <p>Class 3 electric bicycle,” or “speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour, and is equipped with a speedometer.</p> </td> </tr> </table>	<p>Class 1 electric bicycle,” or “low-speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour.</p>	<p>Class 2 electric bicycle,” or “low-speed throttle-assisted electric bicycle,” is a bicycle equipped with a motor that may be used exclusively to propel the bicycle, and that is not capable of providing assistance when the bicycle reaches the speed of 20 miles per hour.</p>	<p>Class 3 electric bicycle,” or “speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour, and is equipped with a speedometer.</p>
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<p>Class 3 electric bicycle,” or “speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour, and is equipped with a speedometer.</p>				
<p>Policy Implications:</p>	<p>RFTA Board End Statement 1.2 states, “Trail and Transit Users Move Safely, Quickly and Efficiently.”</p>			
<p>Fiscal Implications:</p>	<p>There are no fiscal implications anticipated at this time.</p>			
<p>Attachments:</p>	<p>Yes please see Resolution No. 2018-15, attached below.</p> <p>Also, please see the following documents, which can be found in the July 208 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the Board Agenda packet.</p> <ul style="list-style-type: none"> • Exhibit 1 to Resolution 2018-15: Please see the proposed Amendment to Article 1.1 of the Roaring Fork Transportation Authority Rail Corridor and Trails Rules and Regulations, which can be found in the “Amendment-Corridor Rules & Regs.pdf.” • “E-Bikes Letters of Support-Opposition.pdf” 			

Director _____ moved adoption of the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY**

RESOLUTION NO. 2018-15

**A RESOLUTION TO PERMIT THE USE OF CLASS 1 ELECTRICAL ASSISTED BICYCLES
ON THE RIO GRANDE TRAIL FROM EMMA ROAD TO 23RD STREET IN GLENWOOD SPRINGS**

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

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

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

WHEREAS, Public uses on trails require careful management to ensure optimal mitigation of impacts on the trails and public safety; and

WHEREAS, Regulations contained in Article 1 of the Roaring Fork Transportation Authority Rail Corridor and Trails Rules and Regulations restrict motorized bicycles on the Rio Grande Trail; and

WHEREAS, Electric bikes (“E-bikes”) are now recognized as a bicycle and not a motorized vehicle in the State of Colorado, and were allowed on the Rio Grande Trail between the Pitkin County Line, near Emma Road, and 23rd Street in Glenwood Springs, when the State Law took effect; and

WHEREAS, a public survey was conducted throughout the Roaring Fork and Colorado River valleys on the use of electric bikes and there was strong support for allowing Class 1 electric bikes; and

WHEREAS, Pitkin County on May 3, 2018 passed an Ordinance to allow Class 1 E-bikes on the Rio Grande Trail that is within Pitkin County; and

WHEREAS, staff recommends the adoption of this amendment to Article 1 of the Roaring Fork Transportation Authority Rail Corridor and Trails Rules and Regulations to allow Class 1 E-bikes on the Rio Grande trail between Emma Road and 23rd Street in Glenwood Springs to be consistent with the portion of the Rio Grande trail within Pitkin County; and

WHEREAS, the RFTA Board of Directors finds that the adoption of this resolution is in the best interest of the general public.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Roaring Fork Transportation Authority that it hereby adopts an Amendment to Article 1.1 of the Roaring Fork Transportation Authority Rail Corridor and Trails Rules and Regulations regarding Restrictions on Trail Use as set forth in Exhibit 1 attached hereto and incorporated by reference, permitting the use of Class 1 E-Bikes on the Rio Grande Trail from Emma Road to 23rd Street in Glenwood Springs, effective July 12, 2018.

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 12th day of July, 2018.

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


By: _____
George Newman, Chairman

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 12, 2018 (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 12th day of July, 2018.

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

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

Meeting Date:	July 12, 2018
Agenda Item:	Resolution 2018-16: 2018 Supplemental Budget Appropriation
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Finance Director
POLICY #:	2.5: Financial Planning/Budgeting
Strategic Goal:	Vehicle Maintenance: Replace 4-8 transit coaches with 40' transit coaches (possibly battery electric buses) through a combination of local, state, and federal funding sources.
Recommendation:	Adopt Supplemental Budget Appropriation Resolution 2018-16
Core Issues:	<p>Based on our monthly review, staff has identified new items not currently reflected in the budget which will require additional appropriations.</p> <p><u>General Fund:</u></p> <div style="text-align: center;">  <p>All electric</p> </div> <p>Battery Electric Bus (BEB) Pilot Program – The 2018 adopted budgeted includes \$2,107,500 appropriated for four (4) diesel replacement buses which are funded by a CDOT FASTER Grant of \$1,686,000 with a local match of approximately \$421,500. During the budget presentations, it was noted that staff was working on potential funding for a BEB Pilot Program using a combination of local, state, and federal sources. If successful in securing additional funding, the plan was for staff to work with CDOT to change the scope of the CDOT FASTER Grant from diesel buses to BEBs.</p> <p>Since then, RFTA has been successful in obtaining approximately \$4.9 million of additional funding from the following sources:</p> <ol style="list-style-type: none"> 1. Grants of \$2,587,531: <ol style="list-style-type: none"> a. CDOT FASTER Grant of \$468,000 b. FTA Low or No Emissions (LoNo) Grant of \$715,531 c. SB 228 Grant for \$1,404,000 2. Local Government Contributions of \$2,341,235: <ol style="list-style-type: none"> a. City of Aspen for \$1,841,235 b. Elected Officials Transportation Committee (EOTC) for \$500,000. <p>While staff will continue pursuing grants to help defray the cost of chargers and charging infrastructure, the current total cost estimate for the BEB Pilot Program is</p>

approximately \$8,512,471, which includes eight (8) 40-ft BEBs, chargers, infrastructure installation, and extended propulsion warranty:

Battery Electric Bus Pilot Project Financing Plan				
	Item	Quantity	Unit Cost	Total Cost
1	Est. 40-foot Battery Electric Buses (BEB) and Chargers	8	\$ 969,605	\$ 7,756,843
2	Chargers	3	N/A	\$ 399,000
3	Miscellaneous Charger Costs	N/A	N/A	\$ 36,628
4	Infrastructure Installation	1	\$ 208,000	\$ 208,000
5	Extended Propulsion Warranty	8	\$ 14,000	\$ 112,000
6	Total	N/A	N/A	\$ 8,512,471
	Sources of Funding		Committed	Total
7	EOTC Funding		Yes	\$ 500,000
8	FY18/19 Statewide FASTER Grant/SB 228 Grant/LoNo		Yes	\$ 4,273,531
9	RFTA FASTER Grant Local Match		Yes	\$ 1,068,383
10	Additional RFTA Funding		Tentative	\$ 801,087
11	Subtotal RFTA Funding			\$ 1,897,705
12	City of Aspen		Tentative	\$ 1,841,235
13	Subtotal Local BEB Funding			\$ 8,512,471

The chart below illustrates that the existing budget for four (4) transit diesel buses and grant is being repurposed for the BEB Pilot Project and the supplemental budget appropriations that are needed to fund the remainder of the BEB Pilot Program.

	Description	2018 Adopted Budget	Total BEB Project	Supplemental Budget Needed
1	Capital Outlay	\$ 2,107,500	\$ 8,512,471	\$ 6,404,971
2	Grant Revenue (18 FASTER)	\$ (1,686,000)	\$ (1,686,000)	\$ -
3	Grant Revenue (19 FASTER)	\$ -	\$ (468,000)	\$ (468,000)
4	Grant Revenue (LoNo)	\$ -	\$ (715,531)	\$ (715,531)
5	Grant Revenue (SB 228)	\$ -	\$ (1,404,000)	\$ (1,404,000)
6	Local Government Contributions (COA)	\$ -	\$ (1,841,235)	\$ (1,841,235)
7	Local Government Contributions (EOTC)	\$ -	\$ (500,000)	\$ (500,000)
8	Net Impact (RFTA Funding)	\$ 421,500	\$ 1,897,705	\$ 1,476,205

The following budget appropriations are needed:

1. \$6,404,971 increase in Capital Outlay
2. \$2,587,531 increase in Grant Revenue
3. \$2,341,235 increase in Local Government Contribution

Policy Implications:

Board Job Products Policy 4.2.5 states, "The Board will approve RFTA's annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy)."

Fiscal Implications:

Net increase (decrease) to 2018 fund balance by fund:

General Fund	\$ (1,476,205)
Total	\$ (1,476,205)

Attachments:

Yes, please see Resolution 2018-16 attached below.

Director _____ moved adoption of the following Resolution:

BOARD OF DIRECTORS

ROARING FORK TRANSPORTATION AUTHORITY

RESOLUTION NO. 2018-16

2018 SUPPLEMENTAL BUDGET RESOLUTION

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

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

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

WHEREAS, certain revenues will become available and additional expenditures have become necessary that were not anticipated during the preparation of the 2018 budget; and

WHEREAS, upon due and proper notice, published in accordance with the state budget law, said supplemental budget was open for inspection by the public at a designated place, a public hearing was held on, July 12, 2018 and interested taxpayers were given an opportunity to file or register any objections to said supplemental budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Roaring Fork Transportation Authority that the following adjustments will be made to the 2018 budget as summarized herein:

General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Grants	\$ 468,000	CDOT FASTER (2019) for BEB buses
Grants	715,531	LoNo for BEB bus
Grants	1,404,000	SB 228 for BEB bus
Other govt contributions	1,841,235	COA contribution for BEB Project
Other govt contributions	500,000	EOTC contribution for BEB Project
Total Revenue & OFS	\$ 4,928,766	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$ 21,591,000	-	\$ 21,591,000
Grants	3,937,094	\$ 2,587,531	6,524,625
Fares	5,021,000	-	5,021,000
Other govt contributions	1,761,191	2,341,235	4,102,426
Other income	651,440	-	651,440
Other financing sources	150,000	-	150,000
Total	\$ 33,111,725	\$ 4,928,766	\$ 38,040,491

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ 6,404,971	Additional funds for BEB Pilot Program
Total	\$ 6,404,971	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$ 1,433,758	-	\$ 1,433,758
Transit	21,708,348	-	21,708,348
Trails & Corridor Mgmt	540,120	-	540,120
Capital	7,157,045	\$ 6,404,971	13,562,016
Debt service	1,512,971	-	1,512,971
Other financing uses	2,757,871	-	2,757,871
Total	\$ 35,110,113	\$ 6,404,971	\$ 41,515,084

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

Revenues and other financing sources	\$ 4,928,766
Less Expenditures and other financing uses	(6,404,971)
Net increase (decrease) in fund balance	\$ (1,476,205)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 20,213,360
2017-12 & 2017-13	\$ 20,213,360	\$ (499,767)	19,713,593
2018-02	19,713,593	(895,106)	18,818,487
2018-08	18,818,487	(576,160)	18,242,327
2018-10	18,242,327	(27,355)	18,214,972
2018-15	18,214,972	(1,476,205)	16,738,767
Total Change		\$ (3,474,593)	

* Audited

That the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2018 budget of the Roaring Fork Transportation Authority, and be a part of the public records of the Roaring Fork Transportation Authority.

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

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 12th day of July, 2018.

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

By: _____
George Newman, Chair

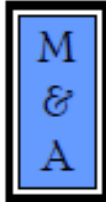
I, the Secretary of the Board of Directors (the "Board") of the Roaring Fork Transportation Authority (the "Authority") do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on July 12, 2018 (b) the meeting was open to the public; (c) the Authority provided at least 48 hours' written notice of such meeting to each Director and Alternate Director of the Authority and to the Governing Body of each Member of the Authority; (d) the Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of at least two-thirds of the Directors then in office who were eligible to vote thereon voting; and (e) the meeting was noticed, and all proceedings relating to the adoption of the Resolution were conducted, in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, as amended, all applicable bylaws, rules, regulations and resolutions of the Authority, the normal procedures of the Authority relating to such matters, all applicable constitutional provisions and statutes of the State of Colorado and all other applicable laws.

WITNESS my hand this ____ day of _____, 2018.

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

Meeting Date:	July 12, 2018
Agenda Item:	RFTA 2017 Audited Financial Report
POLICY #:	2.3: Financial Condition and 2.4: Asset Protection
Strategic Goal:	Finance: Obtain an unqualified opinion from the independent auditor for RFTA's 2017 Financial Statement Audit.
Presented By:	Michael Yang, CFAO Paul Hamilton, Director of Finance Paul Backes, McMahan & Associates LLC (auditor)
Recommendation:	Accept RFTA 2017 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, 2017, and b. RFTA's compliance requirements described in the U.S. Office of Management and Budget (OMB) <i>Circular A-133 Compliance Supplement</i> applicable to each of its major federal programs for the year ended December 31, 2017. 3. An unqualified or “clean” opinion was received from the auditors that RFTA's 2017 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 prior or current year findings or questioned costs were identified. 5. On June 28, 2018, the RFTA Board Audit Subcommittee (RFTA Board members: Markey Butler, Town of Snowmass Village, and Ann Mullins, City of Aspen; Independent Financial Experts: Jill Klosterman, Eagle County Director of Finance, and Ann Driggers, Pitkin County Director of Finance) had a two hour meeting with our auditor which included an in-depth review and discussion of the 2017 Audit. RFTA staff was available for a portion of the meeting to answer questions from the subcommittee. The subcommittee approved that the 2017 Audited Financials be recommended for acceptance by the RFTA Board of Directors.

	<p>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 2017 Audited Financial Report.</p>
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. Communication to the Governing Board Letter from auditor (below) 2. RFTA Board Audit Subcommittee Meeting Minutes (below) 3. “RFTA 2017 audited financial statements (FINAL).pdf” with auditor’s opinion letters included in the July 2018 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the Board Agenda packet.



McMAHAN AND ASSOCIATES, L.L.C.

Certified Public Accountants and Consultants

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To the Board of Directors Roaring Fork Transportation Authority Carbondale, Colorado

We have audited the financial statements of Roaring Fork Transportation Authority (the "Authority") for the year ended December 31, 2017. Professional standards require that we provide you with the following information related to our audit.

Qualitative Aspects of Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Authority are described in Note 1 to the 2017 audited financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the Authority during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

- **Estimating allowance for uncollectible receivables:** Management's estimate of is based on industry practice and experience together with actual collections history since year-end. All were considered to be collectible at December 31, 2017.
- **Estimated useful lives for depreciation on fixed assets:** Management's estimate of is based on industry practice and experience. We evaluated the key factors and assumptions used to develop the useful lives used in determining depreciation and found that it is reasonable in relation to the financial statements taken as a whole.

We evaluated the key factors and assumptions used to develop these estimates and found it to be reasonable in relation to the financial statements taken as a whole.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. There were no misstatements detected as a result of audit procedures which were material, either individually or in the aggregate, to the financial statements taken as a whole.

Member: American Institute of Certified Public Accountants

PAUL J. BACKES, CPA, CGMA
MICHAEL N. JENKINS, CA, CPA, CGMA
DANIEL R. CUDAHY, CPA, CGMA

AVON: (970) 845-8800
ASPEN: (970) 844-3996
FRISCO: (970) 668-3481

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

As is required in an audit engagement we have requested certain representations from management that are included in the management representation letter.

Recommendations

In the course of our audit, we noticed the following opportunities for the Authority to improve internal controls and processes, which are presented below for your review and consideration:

Printing and Encoding Machine Activity

The Authority utilizes a Printing and Encoding Machine ("PEM") to activate a stored value card. The Authority currently has two PEMs. One PEM is located at the Carbondale facility in the Finance office, and the other PEM is located at Ruby Park. An Authority employee should review daily PEM activity from the Ruby Park machine and include the reviewed activity in the daily Ruby Park cash and card issuance reconciliation. Review of the daily PEM activity will deter a Ruby Park clerk from improperly issuing and selling cards without depositing the sales revenue.

This report is intended solely for the information and use of the Board of Directors, management, and others within the organization and is not intended to be, and should not be, used by anyone other than those specified parties.

Sincerely,

McMahan and Associates, L.L.C.

McMahan and Associates, L.L.C.
July 5, 2018

Minutes from the June 28, 2018 RFTA Board Audit Subcommittee Meeting

Meeting started at 10am

Attendees:

Audit subcommittee members:

1. Markey Butler (Town of Snowmass Village)
2. Ann Mullins (City of Aspen)
3. Jill Klosterman (independent financial expert and Finance Director for Eagle County)
4. Ann Driggers (independent financial expert and Finance Director for Pitkin County)

External auditors:

5. Paul Backes, CPA (Partner at McMahan & Associates)
6. Nick Graham, 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)

M. Yang started off with introductions and acknowledged new participants this year: Jill Klosterman, Ann Driggers and Kurt Ravenschlag.

P. Backes explained their audit approach and referenced areas of the audit report, including the balance sheet/statement of net position and statement of revenues, expenditures and changes in fund balance/statement of activities. He indicated that RFTA's financials may appear simpler than a county or city since RFTA has a single purpose of transit and trails. He indicated that in the "short-term" view, RFTA added to fund balance and that in the "long-term" view, RFTA experienced a slight reduction in net position. Paul added that as a transit agency, RFTA is capital intensive and the challenge is keeping up with capital replacement.

M. Butler asked about RFTA's assets and depreciation and also its long term debt and capacity to incur more debt in the future. P. Backes referred to the notes of the financials that shows the different asset classes and depreciable years based on estimated useful lives and also the debt schedules. Buses are depreciated over a 12 year useful life. He added that existing bonds are pledged with sales tax revenues. M. Yang added that with respect to RFTA's long term planning model that was prepared with the help of PFM, the existing long term debt is factored in and any new bonds or financing is taken into consideration with any new revenues, such as property tax revenues. The planning model also monitors the debt service coverage ratios each year. J. Klosterman asked what the average life of RFTA's fleet and K. Ravenschlag indicated 9.4 years is the average.

P. Backes continued highlighting areas of the footnotes and then the single audit section, which covers federal assistance received. A. Mullins asked how the 2017 federal assistance amount compared to previous years. M. Yang indicated that the federal assistance amount in 2017 was much lower to the previous year (2016) mainly due to capital funding for projects, including the State of Good Repair capital grant for the AMF recommissioning project. Federal operating assistance in 2017 was close to the previous year.

D. Blankenship explained that over the course of his time at RFTA, capital replacement continues to be a challenge to plan for given the uncertainty with capital grant funding and limited resources. He noted that at a previous RFTA Board retreat that the board indicated that going out for additional tax revenue for fleet replacement might not resonate well with the public and then directed staff towards the Integrated

Transportation System Plan, currently called Destination 2040, which identifies future operating and capital transit needs of the region. K. Ravenschlag passed out the Destination 2040 pamphlet to share with the group for their reference.

P.Backes explained the auditor letter to the Board. There were no difficulties encountered in performing the audit, no misstatements detected or journal entries needed, and no disagreements with management. He had one recommendation for RFTA to improve internal controls and processes related to the printing and encoding machine used to issue replacement bus passes at Rubey Park. P.Hamilton explained the steps that staff has taken to improve internal controls and during their recent reconciliations nothing significant was noted.

P.Backes summarized that the audit was a clean audit and there were no issues noted.

RFTA staff left the room to allow the audit subcommittee members to talk with the auditors. Afterwards, staff was brought back into the room. M.Butler made a motion to recommend to the RFTA Board to accept the 2017 audit report. A. Mullins seconded the motion the committee approved unanimously.

Meeting adjourned approximately 11:45am.

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

Meeting Date:	July 12, 2018
Agenda Item:	Resolution 2018-17: Supporting the Grant Application for a Grant From the FTA 5339(b) Bus & Bus Facilities Program for the Replacement of (4) 40' Diesel Hybrid Buses with (4) New 45' Clean Diesel Commuter Coach Buses
Policy #	2.3.12: Financial condition and Activities
Strategic Goal:	Maintenance: Work with Planning to seek grants for transit bus replacements
Presented By:	David Johnson, Director of Planning
Recommendation:	Adopt Resolution 2018-17
Core Issues:	<ol style="list-style-type: none"> 1. RFTA has a fleet of approximately 90 active vehicles, which according to the Federal Transit Administration (FTA) Useful Life standard, should be replaced every 12 years or 500,000 miles whichever comes first. 2. FTA recently issued a call for projects for its Section 5339(b) Bus and Bus Facilities Program, which will award approximately \$366 million in grants nation-wide this year. 3. While it is a long shot, RFTA is applying for \$2,331,500 in Section 5339 funding to enable it to replace four buses with 4 clean-diesel over-the-road coaches. If any funding is awarded, RFTA should have the option to upgrade these vehicles to CNG or Battery Electric Buses, depending upon whether there is other grant funding available. 4. RFTA will submit its grant request to CDO which, in turn, will consolidate the applications of all rural transit systems in the State of Colorado, for submission to the FTA.
Policy Implications:	RFTA Board Governing Policy 2.3.12 states, “The CDO shall not fail to maximize RFTA’s generation of State/Federal grant funds for which it is eligible.”
Fiscal Implications:	If the total amount of Section 5339(b) funding RFTA is applying for is awarded by FTA, RFTA’s 20% local match requirement will be \$557,875.
Attachments:	Yes, Resolution 2018-17 is attached below.

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2018-17**

**RESOLUTION SUPPORTING THE GRANT APPLICATION FOR A GRANT FROM THE FEDERAL
TRANSIT ADMINISTRATION (FTA) 5339(b) BUS & BUS FACILITIES PROGRAM FOR THE
REPLACEMENT OF (4) 40' DIESEL HYBRID BUSES WITH (4) NEW 45' CLEAN DIESEL
COMMUTER COACH BUSES**

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

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

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

WHEREAS, the Roaring Fork Transportation Authority (RFTA) is a political subdivision of the State of Colorado, and therefore an eligible applicant for a grant awarded by the Federal Transit Administration (FTA); and

WHEREAS, RFTA has submitted a Grant Application for **four (4) 45' Clean Diesel Commuter Coach Buses**, requesting a total award of **\$ 2,231,500**.

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

1. The above recitals are hereby incorporated as findings by the RFTA Board of Directors.
2. The RFTA Board of Directors strongly supports the Grant Application submitted by RFTA and has appropriated matching funds for a grant with the FTA.
3. If the grant is awarded, the RFTA Board of Directors strongly supports the completion of the project.
4. The Board of Directors of RFTA authorizes the expenditure of funds necessary to meet the terms and obligations of any grant awarded pursuant to a Grant Agreement with the FTA.
5. The buses will be owned by RFTA and will be registered to and operated by RFTA for the next 12-15 years. The RFTA Board of Directors will continue to maintain the buses in a high quality condition and will appropriate funds for maintenance annually.

6. If a grant is awarded, the RFTA Board of Directors hereby authorizes the CEO to sign a Grant Agreement with the FTA.

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 12th day of July, 2018.

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

By: _____
George Newman, 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 12, 2018; (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 12th day of July, 2018.

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

RFTA BOARD OF DIRECTORS
“PRESENTATION/ACTION ITEM” AGENDA SUMMARY ITEM # 8. A.

Meeting Date:	July 12, 2018
Agenda Item:	LoVa Colorado River Trail Update
Policy #	4.2.5: Board Job Products
Strategic Goal:	Collaborate with Federal, State, and local partners to complete LoVa Trail
Presented By:	Jeanne Golay, Executive Director, Lower Valley Trails Association Greg Russi, Special Projects Director, Town of New Castle
Recommendation:	Receive LoVa update and provide any comments or feedback to LoVa and New Castle representatives regarding development of the LoVa Colorado River Trail.
Core Issues:	<ol style="list-style-type: none"> 1. Planning for the 4.1 mile stretch of LoVa Colorado River Trail between New Castle and Canyon Creek (Exit 109) was completed in October 2017. Engineering plans were developed using funding from a State Trails’ grant for which RFTA provide a portion of the local match. 2. Two critical elements of the New Castle to Canyon Creek segment of the LoVa Trail involve the construction of a pedestrian/bike bridge at the Canyon Creek Exit and rockfall mitigation at Dinosaur Point, about a mile west of Canyon Creek on the quieter, more user-friendly, south side of the Colorado River. 3. The Town of New Castle would like RFTA to be a partner on a Federal Mineral Lease District (FMLD) grant to help pay for the rockfall mitigation, which has an estimated cost of approximately \$125,000. RFTA’s local match requirement for the FMLD grant might be approximately \$18,750, with the Town of New Castle contributing an equal amount. The amount of the local match that RFTA will be asked to provide will be determined when a final estimate of the cost of the rockfall mitigation is known prior to submission of the FMLD grant. 4. In addition, on August 1, 2018, the Town of New Castle will apply for a \$500,000 State Trails’ construction grant to help pay for the pedestrian/bike bridge. It is envisioned that the local match for the State Trails’ construction grant will be supplied by the FMLD grant funds and the FMLD grant local match provided by New Castle and RFTA. 5. LoVa and the Town are currently involved in discussions with two landowners who make up approximately 90% of the land area that would be traversed by the 4.1-mile trail segment. Fortunately, the landowner that owns the critical segment needed for the trail appears supportive of the project and it is anticipated that a Memorandum of Understanding providing for an easement of the right-of-way necessary for the trail will be finalized by August 1, 2018. 6. LoVa, the Town of New Castle, and the City of Glenwood Springs, very much appreciate RFTA’s willingness to partner on grants that are being used to develop the LoVa Trail which, when completed, will prove to be a tremendous recreational and alternative transportation asset for the region.
Policy Implications:	RFTA Board Governing Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	RFTA may be asked to provide up to approximately \$18,750 in local match for a FMLD grant that will be used for rockfall mitigation and to leverage a State Trails’ grant to construct a pedestrian/bike bridge.
Attachments:	No.

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

Meeting Date:	July 12, 2018
Agenda Item:	Destination 2040 Update
Policy #:	4.2.1: Board Job Products
Strategic Goal:	Complete Stage 4 of the Destination 2040 Plan
Presented By:	Ralph Trapani, Parsons Transportation Group (PTG) Bill Ray, WR Communications
Recommendation:	Review and discuss progress of the Destination 2040 Plan, including: <ul style="list-style-type: none"> • Mill Levy Scenarios • Milestones leading to the November 2018 Ballot • Provide feedback and direction on next steps
Core Issues:	<p>The Consultant Team and RFTA have completed scopes and cost estimates for the various service and capital alternatives that emerged as long-term priorities during Stages 1, 2, and 3. They were grouped into the following funding packages:</p> <p>Status Quo (primarily bus replacement) – 2.0 mills Sustainable Growth – 3.55 mills Destination 2040 Stakeholder Recommendations – 3.65 mills All-in Regional Member Projects –4.3 mills</p> <p>At the Board Retreat in May, the Board reviewed the projects and funding scenarios, and chose to advance the 3.65 mill scenario for further study and feedback from voters. RFTA’s financial consultant, PFM, modeled the timing of delivery of all projects and financial impacts of the 3.65 mill levy scenario. The model showed that all projects could be delivered, but that the model was very sensitive to changes in anticipated costs, property tax revenues, and other assumptions. Outcomes of polling approximately 300 likely voters on the 3.65 mill levy revealed mixed sentiments, with increasingly positive views of the proposed RFTA mill levy when more information was provided survey respondents.</p> <p>In response to the polling results and Board member input, RFTA staff and the Parsons Team are also assessing the feasibility of a reduced 2.65 mill levy scenario. This would reduce the size of the proposed property tax 3.65 mill levy by 27%, while still providing revenue necessary for improved services and needed capital improvements. To fit within the lower projected estimate of property tax revenue available the cost of a few capital projects has been reduced and, as in the case of the GMF Expansion project, the grant revenue assumption was increased due to the possible passage of a 0.62% state-wide transportation sales tax.¹ In addition some projects were moved from the 3.65 mill constrained funding list to the unconstrained list, with the intention that they might ultimately be funded if additional grant or other revenue becomes available in the future.</p> <p>Similar to the 3.65 mill scenario, the 2.65 mill scenario is based on assumptions that are subject to changing conditions, however, based on the Financial Planning Model, it does cash flow through 2049. It does not, however, maintain a debt coverage ratio of 1.5 or more in the out years, which is concerning and could</p>

¹ For an analysis of the potential impact of the state-wide 0.62% transportation sales tax on RFTA finances, please see the “7-12-2018 Planning Department Update.pdf,” included in the July 2018 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the Board Agenda packet.

	<p>require RFTA to either seek more revenue from voters in the future or reduce service levels, depending upon how well other economic assumptions perform. The 2.65 mill scenario will be explained in greater detail during the presentation at the RFTA Board meeting on July 12, 2018.</p> <p>RFTA has engaged in additional work with Parsons Transportation Group, WR Communications and Darnauer Group Communications (DGC) to conduct additional outreach to the public, including two sets of mailings to approximately 18,500 households, radio advertisements, updating the RFTA2040 website to include Spanish content, an online survey, and small group meetings to raise awareness of the RFTA Destination 2040 Plan. An update on the public outreach plan will be provided by Bill Ray, WR Communications.</p> <p>The RFTA Board must decide by the end of August whether to refer a mill levy question to the voters in November of this year.</p>																				
Background Info:	See Core Issues																				
Policy Implications:	Board Job Products Policy 4.2.1. A. & B. states, “The Board is the link between the “ownership” and the operation organization. The Board will assess the needs of the ownership as they relate to RFTA’s activities and scope of influence, and will develop Ends policies identifying the results RFTA is to produce to meet those needs. The Board will inform the ownership of the organizations expected future results, and its present accomplishments and challenges.”																				
Fiscal Implications:	<p>The budgeted cost of the Integrated Transportation Plan process, now referred to as Destination 2040, can be seen in the chart below:</p> <table border="1" data-bbox="435 1010 1463 1598"> <thead> <tr> <th colspan="2" style="text-align: center;">Integrated Transportation System Plan Budget</th> </tr> <tr> <th style="text-align: center;">Study Phase and Stage</th> <th style="text-align: center;">Budget</th> </tr> </thead> <tbody> <tr> <td>Phase 1, Stage I: Organizational Capacity and Efficiency Review</td> <td style="text-align: right;">\$ 461,471</td> </tr> <tr> <td>Phase 1, Stage II: Forecast Future Demand</td> <td></td> </tr> <tr> <td>Phase 1, Stage III: Develop/Analyze Alternatives</td> <td style="text-align: right;">\$ 465,561</td> </tr> <tr> <td>Phase 1, Stage IV: Develop Financial Sustainability Plan</td> <td style="text-align: right;">\$ 237,200</td> </tr> <tr> <td>Total Parsons Direct</td> <td style="text-align: right;">\$ 1,164,232</td> </tr> <tr> <td>Bill Ray - Public Engagement/Public Policy</td> <td style="text-align: right;">\$ 158,000</td> </tr> <tr> <td>PFM - Financial Planning Model</td> <td style="text-align: right;">\$ 110,000</td> </tr> <tr> <td>Total ITSP Budget</td> <td style="text-align: right;">\$ 1,432,232</td> </tr> </tbody> </table> <p>In addition to the costs listed above, approximately \$59,000 will be needed to fund the public outreach phase of the Destination 2040 Plan, which is now underway. Of this amount, approximately \$15,000 will be derived from savings from Parsons’ Task Order 4 and the balance of approximately \$44,000 will be derived from anticipated capital project savings in the approved 2018 RFTA Budget.</p>	Integrated Transportation System Plan Budget		Study Phase and Stage	Budget	Phase 1, Stage I: Organizational Capacity and Efficiency Review	\$ 461,471	Phase 1, Stage II: Forecast Future Demand		Phase 1, Stage III: Develop/Analyze Alternatives	\$ 465,561	Phase 1, Stage IV: Develop Financial Sustainability Plan	\$ 237,200	Total Parsons Direct	\$ 1,164,232	Bill Ray - Public Engagement/Public Policy	\$ 158,000	PFM - Financial Planning Model	\$ 110,000	Total ITSP Budget	\$ 1,432,232
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Attachments:	Yes, please see “July 2018 RFTA Board Presentation .v4_FINAL.pdf,” included in the July 2018 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the Board Agenda packet																				

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 12, 2018

RFTA Contingent Heading to Washington D.C.: On July 15th, George Newman, RFTA Chair, Art Riddile, RFTA Board Member, Mike Hermes, Director of Property, Facilities, and Trails, David Johnson, Director of Planning, and Dan Blankenship, CEO, will be flying to Washington D.C. to meet with U.S. Department of Transportation and Federal Transit Administration officials, as well as members of RFTA’s Congressional Delegation, to brief them about RFTA’s BUILD Grant application that staff will be submitting on or before July 19, 2018.

RFTA is applying for a \$22.9 million US Department of Transportation BUILD Grant for the estimated \$32.9 million Glenwood Maintenance Facility expansion project. There is approximately \$1.5 billion in BUILD Grant funding that will be awarded, which is about three times more than was the norm for the TIGER Grant program that the BUILD Grant program is replacing. Depending upon the amount of BUILD Grant funding awarded, RFTA’s local match could be as much as \$10 million. The RFTA Board of Directors adopted RFTA Resolution 2018-13 authorizing the submission of RFTA’s BUILD Grant application at its June 14, 2018 meeting.

RFTA’s representatives will be returning late in the evening on Tuesday, July 17, 2018.



Roaring Fork Transportation Authority Regional Transit Center Conceptual Design

RFTA Tour by the Transportation Legislation Review Committee on July 12, 2018: The Colorado Legislature’s Transportation Legislation Review Committee (TLRC) is touring Colorado and plans to be in the Roaring Fork Valley on Thursday, July 12. The TLRC will be touring the Pitkin County Airport and, afterwards, it would like to meet with RFTA personnel to discuss RFTA and to be briefed about RFTA’s potential property tax ballot question. Kurt Ravenschlag, COO, Mike Yang, CFAO, David Johnson, Director of Planning, and Dan Blankenship, CEO, plan to meet with the TLRC at 12:30 p.m., following the RFTA Board of Director’s meeting.

2018 Actuals/Budget Comparison (May YTD)

2018 Budget Year				
General Fund	May YTD			Annual Budget
	Actual	Budget	% Var.	
Revenues				
Sales and Use tax (1)	\$ 7,151,995	\$ 6,755,969	5.9%	\$ 21,591,000
Grants	\$ 1,554,164	\$ 1,554,164	0.0%	\$ 3,937,094
Fares (2)	\$ 1,891,764	\$ 1,930,026	-2.0%	\$ 5,021,000
Other govt contributions	\$ 1,712,622	\$ 1,709,857	0.2%	\$ 1,761,191
Other income	\$ 315,057	\$ 315,057	0.0%	\$ 651,440
Total Revenues	\$ 12,625,602	\$ 12,265,074	2.9%	\$ 32,961,725
Expenditures				
Fuel	\$ 574,239	\$ 615,387	-6.7%	\$ 1,433,758
Transit	\$ 8,768,612	\$ 9,106,987	-3.7%	\$ 21,708,348
Trails & Corridor Mgmt	\$ 111,081	\$ 114,832	-3.3%	\$ 540,120
Capital	\$ 1,847,429	\$ 1,846,685	0.0%	\$ 7,157,045
Debt service	\$ 378,793	\$ 378,793	0.0%	\$ 1,512,971
Total Expenditures	\$ 11,680,154	\$ 12,062,685	-3.2%	\$ 32,352,242
Other Financing Sources/Uses				
Other financing sources	\$ 28,885	\$ 28,885	0.0%	\$ 150,000
Other financing uses	\$ (1,170,000)	\$ (1,170,000)	0.0%	\$ (2,757,871)
Total Other Financing Sources/Uses	\$ (1,141,115)	\$ (1,141,115)	0.0%	\$ (2,607,871)
Change in Fund Balance (3)	\$ (195,667)	\$ (938,726)	79.2%	\$ (1,998,388)

- (1) Timing issue, as Sales tax revenue is received 2 months in arrears (i.e. March sales tax is received and recorded in May).
- (2) Through May, fare revenue is slightly up at 2% and ridership is flat compared to the prior year. Over the course of the year, the timing of bulk pass orders by outlets and businesses can affect the % change. The chart below provides a YTD May 2017/2018 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 5/2017	YTD 5/2018	Increase/ (Decrease)	% Change
Regional Fares	1,855,604	1,889,345	33,740	2%
Ridership on RFTA Regional Services*:				
Highway 82 (Local & Express)	358,007	347,402	(10,605)	-3%
BRT	366,164	372,496	6,332	2%
Carbondale Shuttle	59,875	64,184	4,309	7%
SM-DV	43,023	45,263	2,240	5%
SM-INT	20,332	21,851	1,519	7%
Grand Hogback	47,902	44,452	(3,450)	-7%
Total Ridership on RFTA Fare Services	895,303	895,648	345	0%
Avg. Fare/Ride	\$ 2.07	\$ 2.11	\$ 0.04	2%

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

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

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage May 2018 YTD				Hours April May YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	1,681,658	1,684,558	(2,900)	-0.2%	76,409	76,874	(465)	-0.6%
City of Aspen	246,957	250,364	(3,407)	-1.4%	27,496	27,321	175	0.6%
Aspen Skiing Company	197,695	216,009	(18,314)	-8.5%	14,852	14,463	389	2.7%
Ride Glenwood Springs	49,774	50,626	(852)	-1.7%	4,045	4,203	(158)	-3.8%
Grand Hogback	88,658	88,344	314	0.4%	3,472	3,468	5	0.1%
Specials/Charters	4,834	4,027	807	20.0%	561	469	92	19.6%
Senior Van	8,256	6,789	1,467	21.6%	752	717	35	4.9%
Total	2,277,832	2,300,717	(22,885)	-1.0%	127,589	127,516	73	0.1%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report				
Service	May-17 YTD	May-18 YTD	# Variance	% Variance
City of Aspen	720,731	664,412	(56,319)	-7.81%
RF Valley Commuter	1,088,581	1,089,975	1,394	0.13%
Grand Hogback	47,902	44,452	(3,450)	-7.20%
Aspen Skiing Company	468,399	433,754	(34,645)	-7.40%
Ride Glenwood Springs	74,365	68,223	(6,142)	-8.26%
X-games/Charter	28,265	23,483	(4,782)	-16.92%
Senior Van	1,446	1,663	217	15.01%
MAA Burlingame	-	-	-	N/A
Maroon Bells	-	-	-	N/A
GAB Transit Mitigation Svcs.	-	-	-	N/A
Total	2,429,689	2,325,962	(103,727)	-4.27%
Subset of Roaring Fork Valley Commuter Service with BRT in 2018				
Service	YTD May 2017	YTD May 2018	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	358,007	347,402	(10,605)	-3%
BRT	366,164	372,496	6,332	2%
Total	724,171	719,898	(4,273)	-1%

2017 Financial Statement Audit – Schedule

Date	Activity	Status
5/7/2018 – 5/11/2018	Start of Audit – auditors conducting onsite fieldwork	COMPLETED
6/28/2018	The Audit Report will be reviewed by the RFTA Board Audit Subcommittee . A meeting has been scheduled at the RFTA office located at 1340 Main Street in Carbondale between the Audit Subcommittee, the auditor and staff to discuss the audit in detail.	COMPLETED
7/6/2018	Final Audit Report to be distributed to RFTA Board with July Board Packet	COMPLETED
7/12/2018	Presentation of Final Audit Report at RFTA Board Meeting by Auditor	<i>On schedule</i>

2019 RFTA Annual Budget – Preliminary Schedule

Date	Activity	Status
8/9/2018	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	<i>On schedule</i>
9/13/2018	Presentation/Direction/Action: 1 st draft budget presentation	<i>On schedule</i>
10/11/2018	Presentation/Direction/Action: 2 nd draft budget presentation	<i>On schedule</i>
11/8/2018	Public Hearing: Final budget presentation and adoption	<i>On schedule</i>

Planning Department Update – David Johnson, Director of Planning

Monthly Planning Department Update: The “07-12-18 Planning Department Update.pdf,” can be found in the July 2018 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.