

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

TIME: 8:30 a.m. – 11:00 a.m., Thursday, March 14, 2024

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

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	Approval of Minutes: A. RFTA Board Meeting Minutes February 8, 2024, page 3 B. RFTA Special Board Meeting Minutes March 7, 2024, page 14		Approve	8:31 a.m.
3	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	8:35 a.m.
4	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	8:40 a.m.
5	Consent Agenda:			8:50 a.m.
	A. Resolution 2024-06: Garfield County Federal Mineral Lease (GCFMLD) Grant Application for RGT Roaring Fork Bridge Rehabilitation – David Johnson, Director of Planning, page 17	4.2.5	Approve	
	B. RFTA Letter of Support for CLEER Office of Innovative Mobility Grant Application – David Pesnichak, Mobility Coordinator, page 22	4.2.5	Approve	
6	Presentations/Action Items:			
	A. EPS Housing Study Presentation – Craig Dubin, Special Projects Manager, page 25	1.3	Discussion /Action	9:00 a.m.
	B. Strategic Plan Discussion – Kurt Ravenschlag, COO, page 26	2.9	Discussion /Action	9:30 a.m.
	C. Succession Planning - David Knapp, PhD, page 29	1.3	Discussion /Action	10:00 a.m.
7	Public Hearing:			10:15 a.m.
	A. Resolution 2024-07: 2023 Supplemental Budget Appropriation Resolution – Paul Hamilton, Director of Finance, and Michael Yang, CFAO, page 30	4.25	Public Hearing	
	B. Resolution 2024-08: 2024 Supplemental Budget Appropriation Resolution – Paul Hamilton, Director of Finance, and Michael Yang, CFAO, page 41	4.25	Public Hearing	
8	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 52	2.8.6	FYI	10:30 a.m.
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	Agenda Item	Policy	Purpose	Est. Time
9	Executive Session:			
	A. Paul Taddune, General Counsel: One Item: Pursuant to C.R.S. 24-6-602 (e) and (f): Personnel Matters: 1) Amendment to CEO Employment Agreement.		Executive Session	10:40 a.m.
10	Issues to be Considered at Next Meeting:			
	To Be Determined at the March 14, 2024 Board Meeting	4.3	Meeting Planning	10:45 a.m.
11	Next Meeting: 8:30 a.m. – 11:30 a.m., April 11, 2024, In- person at Carbondale Town Hall or via WebEx Teleconference (Details to be provided later).	4.3	Meeting Planning	10:50 a.m.
12	Adjournment:		Adjourn	11:00 a.m.

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**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
February 8, 2024**

Board Members Present:

Shelley Kaup, Chair (Glenwood Springs); Greg Poschman, Vice-Chair (Pitkin County); Alyssa Shenk (Town of Snowmass Village); Jeanne McQueeney (Eagle County); Colin Laird, (Town of Carbondale); Torre (City of Aspen); Bill Kane (Town of Basalt)

Voting Alternates Present (via WebEx):

Francie Jacober (Pitkin County)

Non-Voting Alternates Present (via WebEx):

Bill Madsen (Town of Snowmass Village); Sam Rose (City of Aspen); Ingrid Wussow (City of Glenwood Springs)

Staff Present (via WebEx):

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, Ben Ludlow, and Sarah Faichney, Facilities Department; Angela Henderson, Director of Trails and Rail Corridor; Paul Hamilton, Director of Finance; Tammy Sommerfeld, Director of Procurement; Ian Adams, Director of Operations; Craig Dubin, Special Projects Manager; David Johnson and Jason White, Planning Department; Jamie Tatsuno and Joni Christenson, Communications Department; Jason Schelhaas and Tim Madden, Technology Department; Erin Kemp, Temp Director of HR; Terri Glenn, Finance Department; Ed Cortez, President ATU Local 1774

Visitors Present (via WebEx):

David Knapp, PhD (Marathon Leadership); Lynn Rumbaugh (City of Aspen); Sam Guarino (Town of Snowmass Village); Scott Condon (Aspen Daily News); Mirte Mallory (WE-cycle)

Agenda

1. Call to Order/Roll Call:

Shelley Kaup called the February 8, 2024 RFTA Board of Directors meeting to order at 8:36 a.m. Kaup declared a quorum to be present (8-member jurisdictions present) and the meeting began at 8:37 a.m.

2. Approval of Minutes:

Alyssa Shenk moved to approve the January 11, 2024 Meeting Minutes and Jeanne McQueeney seconded the motion. The motion was unanimously approved.

3. Public Comment:

Kaup asked if any member of the public would like to address the Board or make a comment regarding items not on the February 8, 2024 Board Agenda.

No members of the Public had any comments.

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

4. Items Added to Agenda – Board Member Comments:

Kaup asked if there were any items that needed to be added to the February 8, 2024, Board meeting Agenda.

Dan Blankenship requested to have 5. G., Resolution 2024-05 Authorization for the Roaring Fork Transportation Authority to Enter into a State of Colorado Intergovernmental Agreement to Fund the Construction of the West Glenwood Transit Center Project added to the Consent Agenda.

Francie Jacober moved to add 5. G., Resolution 2024-05 Authorization for the Roaring Fork Transportation Authority to Enter into a State of Colorado Intergovernmental Agreement to Fund the Construction of the West Glenwood Transit Center Project to the February 8, 2024 Board meeting Agenda, and Colin Laird seconded the motion. The motion was unanimously approved.

Kaup requested to pull, for additional discussion, Agenda Item 5. D., RAISE Grant Letter of Support and Resolution 2024-03: Authorizing the RAISE Grant Submittal.

Shenk moved to pull, for additional discussion, Agenda Item 5. D., RAISE Grant Letter of Support and Resolution 2024-03: Authorizing the RAISE Grant Submittal, and Jacober seconded the motion. The motion was unanimously approved.

Kaup asked if any Board member had any comments or questions regarding issues not on the February 8, 2024, Board meeting Agenda.

Art Riddile thanked Jeanne McQueeney for her hard work during her 2 years as the RFTA Board Chair. She did a wonderful job keeping the meetings on track and keeping them moving along.

Alyssa Shenk and several other Board members seconded Riddile’s statement.

Jacober questioned if skis are to be brought onto RFTA buses or put into the outside ski racks.

Kurt Ravenschlag responded that he is aware that there has been a recent shift to skis being brought onto buses instead of being placed in the outside ski racks. He will look into this and determine why skis are being brought on buses instead of being placed in the outside ski racks.

Shenk stated that she noticed that if the skis are tall or the passenger cannot get them in the outside ski racks quickly then the bus driver tells the passenger to get on the bus with the skis.

Kaup closed Board Comments at 8:43 a.m.

5. Consent Agenda:

A. Authorization for RFTA CEO to Enter into Leases for Additional RFTA Seasonal Housing – Mike Hermes, Director of Facilities

RFTA provides an assortment of housing for seasonal and full-time year-round personnel. During the winter, RFTA housing combines RFTA-owned housing in Carbondale (31 Beds) and Burlingame seasonal housing units in Aspen up to 50 additional beds. Twenty-four of these beds are secured through a long-term master agreement that expires in 2033. The other 36 beds are typically leased to RFTA on a first-come, first-served basis. RFTA also supplements winter housing with additional leased units wherever they are available. Staff is currently working to secure the housing needed to

relocate employees who are in seasonal housing and will need to transition to permanent housing in April and May.

This request is to authorize the CEO to enter into lease agreements up to 12 months in length that may span multiple fiscal years. These leases will be subject to annual appropriation and will not be signed until approval as to form by the RFTA General Counsel

Art Riddile moved to approve the Authorization for RFTA CEO to Enter into Leases for Additional RFTA Seasonal Housing, and McQueeney seconded the motion. The motion was unanimously approved.

B. Amendment to the Rubey Park Maintenance IGA for the R&M of the New On-Route Charger – Mike Hermes, Director of Facilities

RFTA has purchased and installed an on-route bus charger at Rubey Park. RFTA will be responsible for the cost of all of the repair and maintenance associated with the charger. The anticipated cost for these repairs is accounted for in the 2024 budget. The charger will be under warranty for the first year and the funds budgeted in 2024 will pay for a Service Level Agreement (SLA) for a qualified technician to perform preventive maintenance on the charger and to purchase a stock of parts in inventory to facilitate the repair of the charger should something fail.

RFTA will also be responsible for the electricity the buses use at the station. The cost of the electricity was included in the 2024 budget. However, at the time the budget was created, staff was unaware that the city charged a "demand charge" for industrial electricity users. This demand charge will add approximately \$120,000 per year to the cost of the electricity used by this charger, and staff will be bringing a supplemental budget appropriation to the Board for approval in March to account for this expense.

Shenk is questioning the \$120,000 extra for demand chargers and is curious if others are paying the demand charge, if it's new, and why are they doing it.

Mike Hermes responded that the demand charge is part of the City of Aspen's fees for electrical services because they run their own utilities. Because the charger is a 600-amp 450kv, it falls into the light industrial category and once you get to that level you get into demand charges. The demand charge pays for a pool of electricity the City has to have on stand-by in case RFTA ever uses it. Every month when RFTA touches that charger it will receive that \$10,000 demand charge and then we will pay for the electricity above that.

Shenk asked it would be more than the \$120,000.

Hermes responded that it will be \$120,000 for the demand charge, around \$200 per month for maintaining the infrastructure and up-grades, plus the actual cost for the electricity, which will be around \$0.06 and \$0.08 per kw.

Ravenschlag stated that is hard to compare between diesel and electric. When you look at the price you may think it is a lot, however, it is still less than what RFTA is currently paying for diesel to fuel buses.

Shenk said, it states that RFTA was not aware of the extra \$120,000, but now we are, was it always there, but they just didn't tell us, why does this seem like a surprise?

Hermes responded that it was always in the City of Aspen’s rate structure for electricity, however, we didn’t have our design done so we were not aware of how much electric we were going to be using or what transformers we were going to be using.

Riddile moved to approve the Amendment to the Rubey Park Maintenance IGA for the R&M of the New On-Route Charger, and McQueeney seconded the motion. The motion was unanimously approved.

C. Approval of a Renewed Lease Suite 201, Blake Street – Mike Hermes, Director of Facilities

RFTA currently leases suites 201, 202, and 102 at 1517 Blake Street in Glenwood Springs. These three offices provide office space for the staff working for the Traveler, Safety, Procurement, and IT Department.

The lease for suite 201 expires May 31, 2024, and staff wishes to re-lease this office suite for three additional years with options to extend these leases for two additional years if necessary.

The rent for the first three years of the lease is fixed at \$2,700 per month or \$22.00 per square foot. This amount is at or below the current square footage for similar office space in Glenwood Springs. In the option years, the rent will increase by 3% each year.

Riddile moved the approval of a Renewed Lease Suite 201, Blake Street, and McQueeney seconded the motion. The motion was unanimously approved.

D. RAISE Grant Letter of Support and Resolution 2024-03: Authorizing the RAISE Grant Submittal – David Johnson, Director of Planning

For the FY24 USDOT Rebuilding American Infrastructure with Sustainability and Equity (RAISE) planning grant application, RFTA intends to work with regional stakeholders on a regional planning study. The study will extend Bus Rapid Transit (BRT) to downtown Glenwood Springs and through to the West Glenwood Park and Ride, ultimately creating a more reliable connection to the I-70 corridor.

In 2021, RFTA contracted with Parsons consulting team to conduct the Glenwood Springs Multimodal Options for a Vibrant Economy (MOVE) planning study. The purpose of the study was to develop a long-term vision and program for transportation improvements within and through Glenwood Springs. A critical component of the MOVE study was identifying alternatives for a BRT alignment to downtown Glenwood Springs. The study concluded with two alternatives: 1) SH-82 Grande Avenue corridor from roughly 8th St. to 27th St.; and 2) RFTA Rio Grande Railroad Corridor from roughly 8th St. to 27th St. The study proposed for RAISE grant funding will determine a Locally Preferred Alternative (LPA) among these two options.

The RFTA FY2024 RAISE planning grant proposal is to develop a locally preferred alternative BRT alignment through the City of Glenwood Springs, to improve BRT service within the City and throughout RFTA’s multi-county service area. The RAISE grant request will be approximately \$1 million, with RFTA local match of up to \$250,000. Local matching funds are not required for rural areas, but are highly encouraged to create competitive applications.

Additional discussion was requested by the Board regarding the RAISE Grant Letter of Support and Resolution 2024-03: Authorizing the RAISE Grant Submittal, before a motion to approve was made.

Shenk questioned if the \$250,000 local matching funds are already in the budget.

Ravenschlag responded that the the answer is no. That is what the Resolution is pledging, that if we were to receive the grant, that we would provide matching funds using up to \$250,000. It should also be noted that the \$250,000 is the max, we believe we have flexibility to adjust our match to go lower if we decide to do that.

Kaup questioned what schedule would be to conduct an EIS.

Ravenschlag stated that the scope of this grant is looking at taking the next step from the MOVE study, looking to extend the BRT to the I-70 Corridor, which is called an Alternatives Analysis. The MOVE study concluded without determining a locally preferred alternative, however, there were basically two options that came from the study, 1) Using the Rio Grande Corridor to extend the BRT through Glenwood Springs; and 2) Extend the BRT on HW-82 with various improvements to HW-82 to help facilitate that option.

The next step and use of these funds would be to continue this planning effort to determine what the locally preferred alternative is for RFTA. The next phase once the determination is made, RFTA would be looking to do a “class of action,” which is to determine what type of environmental work would be required to facilitate that. We will be doing approximately 30% design to facilitate the environmental work. If we were given notification of award this year, in the amount requested, we would have some flexibility of when we would start planning work.

Kaup the City of Glenwood Springs just received a \$49 million grant for the South Bridge Project, and have 27th underpass under construction. The concern is timing, that there will be backlash from community for so much construction interference. This could be a difficult conversation to have with the community with all of the construction currently going on.

Laird stated that there is probably never going to be a perfect time and the longer we wait on planning the longer it gets pushed off. He said it seems wise to go after the funds when the funds are available, since there is not guaranteed that the funds will be there in the future. If RFTA does receive the grant funds, it has the option not to move forward with the project. If the City of Glenwood Springs feels overwhelmed because there is just too much construction going on, then we may just have to back off on this project for some time.

Jacobson stated that she agrees with Laird, RFTA needs to pursue the funds while they are available, and RFTA can take its time when it comes to timing of construction.

McQueeney stated that this conversation gives RFTA a direct way to get through town and gives it the flexibility to pursue the grant, keeping in mind that the City of Glenwood Springs has concerns about timing and how its community members will react.

Laird moved to approve the RAISE Grant Letter of Support and Resolution 2024-03: Authorizing the RAISE Grant Submittal, and Riddile seconded the motion. Kaup opposed the approval. The motion passed with a two-thirds majority vote.

E. General Executive Constraint Policy 2.0 Certification – Dan Blankenship, CEO

The RFTA Board adopted a Governance Policy Manual on July 16, 2003 that requires the CEO to periodically certify compliance with Board policies.

Policy 2.0 states, “*The CEO shall not knowingly cause or allow any practice, activity, decision or organizational circumstance that is unlawful, unethical, imprudent, in violation of the Intergovernmental Agreement, or in violation of commonly accepted business practices.*”

The schedule for monitoring CEO performance requires the CEO to submit an annual monitoring report to the Board regarding General Executive Constraint – Policy 2.0 in February each year.

Blankenship is reporting Compliance on General Executive Constraint Policy 2.0.

Riddile moved to approve the General Executive Constraint Policy 2.0 Certification, and McQueeney seconded the motion. The motion was unanimously approved.

F. Treatment of the Public Policy 2.1 Certification – Dan Blankenship, CEO

The RFTA Board adopted a Governance Policy Manual on July 16, 2003 that requires the CEO to certify compliance with Board policies on a periodic basis.

Policy 2.1 states, “With respect to interactions with the public, the CEO shall not knowingly cause or allow conditions or procedures that are unfair, unsafe, untimely, unresponsive, disrespectful or unnecessarily intrusive.”

The schedule for monitoring CEO performance requires the CEO to submit a monitoring report to the Board regarding Treatment of the Public – Policy 2.1, on an annual basis. This report is due in February each year.

Blankenship is reporting compliance on Treatment of the Public Policy 2.1.

Riddile moved to approve the Treatment of the Public Policy 2.1 Certification, and McQueeney seconded the motion. The motion was unanimously approved.

G. Resolution 2024-05 Authorization for the Roaring Fork Transportation Authority to Enter into a State of Colorado Intergovernmental Agreement to Fund the Construction of the West Glenwood Transit Center Project – Mike Hermes, Director of Facilities

Colorado Department of Transportation (CDOT) is awarding RFTA a \$4,800,000 Federal RAISE grant that will be matched with \$1,500,000 in local revenue to provide \$6,300,000 in total revenue to fund construction of the West Glenwood Transit Center Project in Glenwood Springs.

The West Glenwood Transit Center will be owned by RFTA and will be maintained and operated by RFTA. The RFTA Board of Directors will continue to maintain the facility in a State of Good Repair (as defined in the State of Colorado Intergovernmental Agreement) and will appropriate funds on an annual basis for routine maintenance.

Riddile moved to approve Resolution 2024-05 Authorization for the Roaring Fork Transportation Authority to Enter into a State of Colorado Intergovernmental Agreement to Fund the Construction of the West Glenwood Transit Center Project, and McQueeney seconded the motion. The motion was unanimously approved.

6. Presentations/Action Items:

A. WE-cycle Presentation – 2023 Retrospective and 2024 Plan – Mirte Mallory, Executive Director, WE-cycle, and David Pesnichak, Mobility Coordinator

Mirte Mallory thanked the RFTA Board for the opportunity to update them on all of the exciting changes and improvements that WE-cycle has undergone in the last year. She stated that it is a

historic moment in WE-cycle and RFTA presentation history. Dan and I have been working on this project for twelve years, to bring regional bike and bus connectivity to our valley. Today is the first time I have been able to ride RFTA and WE-cycle to a WE-cycle Presentation at a RFTA Board meeting.

Mallory said she was going to provide a little bit of history to take everyone back to where things began in order to put into perspective the magnitude of the 2023 year WE-cycle has just had. Thanks to RFTA's investment and support, many other local leaders, jurisdictions, and private partners came together to form a public-private partnership to promote bike-share as a fast, easy, safe, and reliable way of getting around our communities.

With that support in 2013 WE-cycle launched 100 pedal-powered bikes and 13 solar-powered stations in Aspen, the same year RFTA pioneered VelociRFTA as the first Bus Rapid Transit System in North America. Us Secretary of Transportation, Ray LaHood stated, "This is the year of bike share!"

For the first year of bikeshare in Aspen, WE-cycle saw 10,035 rides, which is a testament to how much this system would come to be utilized. At that time Governor Hickenlooper launched what was called Colorado Bikeshare day on Colorado Day, August 1st, and he and at the time, Mayor Skadron, led a parade through the City of Aspen.

In 2015 with innovation still part of the theme of these two organizations, we partnered with the Transit App, which launched one of the first apps of it time with which you could do bike check-outs, while at the same time seeing RFTA schedules and real-time bike availability.

In 2016 we rolled into the Mid-Valley with 23 stations and 80 bikes. Then in 2018, thanks to investments from our jurisdictions WE-cycle became the first fare-free bikeshare in North America for 30-minute rides. 2018 was a year to remember with the passage of ballot measure 7A.

In 2020, as the world was disconnecting and things were coming to a halt, WE-cycle was in expansion and connection mode, adding e-bikes to the fleet as well as opening a bike-share connector in Snowmass Village.

In 2021, continuing to be aligned with our environmental values of reducing carbon emissions and operating in alignment with those values, WE-cycle partnered with Sky Hope Solar and launched the first solar-powered e-bikeshare charging stations.

Then, 2023 was truly a memorable year with the signing of a Regional Bikeshare Expansion Memorandum of Understanding (MOU) signed by seven RFTA jurisdictions. Which underscores how we are all connected through transit in this valley. In these times with different priorities and financial challenges, the entire valley coming together to develop alternatives for our communities to get around safely and easily is a testament to the collaboration that we will continue to see between WE-cycle and RFTA.

In 2023 the system as a whole saw a total of 81 stations, 11 of which are e-stations, and 421 bikes, with 153 being e-bikes. In 2023 we launched WE-cycle in Carbondale, starting with 17 stations and a mix of 80 bikes and e-bikes. We continue to see collaborations, including with Carbondale Arts and Alpine Bank. We will try to continue to add beautiful art to stations, currently 17 stations contain art, as well as 5 e-bikes.

Five months of bikeshare in Carbondale was inspiring, to see the ridership and adoption, which really showed and appetite for continued bikeshare expansion. The Carbondale system saw over 2000 unique riders and 31,000 rides, and a peak ride time of 3:00 p.m. to 6:00 p.m.

The Carbondale Park and Ride was intended to be the HUB of bikeshare in the valley, and it has demonstrated that since day one. Once the Carbondale station came online, it became the most popular station of the 81 stations in the valley. WE-cycle is truly serving our communities. Between March and December 2023, we added 4 new stations in Eagle County, and saw an impressive 50,724 rides, which was a 117% growth from 2022.

As we look to Snowmass Village we see that the community truly embraced the bikeshare being available to them, with almost 5,000 rides and, of those, 269 were unique riders. The City of Aspen continued to grow with 5 new stations at Burlingame, Buttermilk BRT, Cemetery Lane, East Aspen Trail, and Ute Avenue. Aspen continues to serve the continued growth which, at almost 94,000 rides and 6,600 unique riders, is impressive. The top three routes in Aspen continue to be 8th and Hallam, Hunter Creek, and Marolt Housing.

Since opening in 2013, we have seen 523% growth in the number of stations we offer, which led to 1680% growth in ridership from 2013-2023. We saw record ridership in 2023 with 180,212 rides, a 96% growth over 2022, which is just astonishing. BRT stations are the transit nexus for bike checkouts and returns, as we see by the 22.4% checkouts being from a BRT station and 23.3% returns being to a BRT station.

We continue to see ridership expand through our region, with users utilizing multiple systems valley-wide. An impressive 1,091 riders rode in 2 systems, 207 in 3 systems, and 16 in 4 systems. We see WE-cycle being utilized as part of the multi-modal experience, and we see WE-cycle being utilized in connection with RFTA, the Downtowner/Basalt Connect, and with Carpooling. We were impressed to see that it is being utilized as part of people's commute to/from work or school, an astonishing 77% of riders use it for the first/last mile to their job or school.

Looking to the future, in 2024 we will see an additional 88 bike stations, of those 12 will be e-bikes, and an additional 456 bikes, with a good variety of both regular bikes and e-bikes. WE-cycle will continue with regional initiatives including, information beacons, helmets, safe riding messaging, and continued advocate for bike/ped infrastructure.

We will see additional expansion in Pitkin County and the City of Aspen, and planning for expansion into Snowmass Village in in the process. The City of Glenwood Springs is looking forward to implementing WE-cycle in their community, with the anticipated launch in 2026.

I would like to personally thank the WE-cycle team, they have helped make 2023 truly memorable for our communities. WE-cycle now employs 8 full-time, year-round employees, 2 part-time, year-round employees, and 12-14 seasonal employees. Each one of them is invaluable to making WE-cycle a success and they will continue to be a part of that success well into the future.

Poschman stated, "That was an amazing presentation," and thanked Mirte for compressing so much information into such a quality presentation. The information and content are wonderful and he is looking forward to seeing what WE-cycle will do in the future. He is grateful that WE-cycle and RFTA decided to engage in this amazing concept and cannot wait to see what the future holds.

Kane stated that he has many people come up to him and ask questions about how to use the bikeshare system, and since the inception in Basalt he has not heard any negative comments or feedback, that is a lot to say about a system that operates over such a large area.

Laird questioned whether there has been any issues with the layout of the stations, where they are located, or how they can be accessed. Has heard that the Carbondale Park and Ride (PnR) stations are so widely used that it needs to be expanded, need more bikes, and that bikes need to be moved around so that there are bikes available.

Mallory responded that Carbondale PnR will be expanded in 2024, from 24 docking stations to 48 docking station, and it will also be turned into an e-bike charging station. In order to make the PnR an e-bike charging station, the Town Hall docking station will need to be changed to a non-e-bike charging station. These changes will allow us to focus on safe routes, neighborhoods that have been under-served, and WE-cycle is working with a consultant and Town staff as to where we see or hear about conflicts.

McQueeney asked that when the transition from regular bikes to e-bikes was made, whether WE-cycle noticed an increase in accidents.

Mallory responded that just an increase in ridership will increase the number of accidents. E-bikes are used about 4.5% more than regular bikes, but e-bikes did not account for 4.5% more incidents. The e-bikes are maxed at 25 mph, and the bike frame is actually smaller than a regular bike. WE-cycle focuses a lot of time on safety, safety training and safety awareness, and it will continue and increase these efforts as the number of riders increases.

Art Riddle stated not to forget the Town of New Castle, they are excited about one day having WE-cycle be a part of their town.

B. Proposed Process and Schedule to Update RFTA's 2019 Strategic Plan – Kurt Ravenschlag, COO

Wanted to get this on the Board's radar because RFTA has been using a Strategic Plan that was created in 2019. In RFTA's Governing Policies it states that the Strategic Plan needs to be updated every five (5) years, and this year is when the Strategic Plan needs to be updated. RFTA wants to lay out what the Board can be looking forward to in the coming months as this process gets started. This Plan has served RFTA very well over the last five years. Staff feels the current Strategic Plan still has a lot of shelf life left, but feels there are opportunities to discuss each of the outcome areas in the plan, and the various objectives that are identified in each outcome area. Staff feels there may be some new objectives that have cropped up over the last five-years that the Board may want to be more intentional about the organization pursuing and advancing. Some initiatives may need better definitions so that staff and the Board can have a clearer understanding of what they are trying to accomplish.

There may be some objectives that staff will want to bring forward and propose as well throughout this process. Staff envisions beginning the conversations at the March Board meeting and subsequent meetings leading up to our Board Strategic Summit in June, where hopefully we can all agree on a new, updated five-year Strategic Plan for the Organization.

Currently, we don't envision having a facilitator for this process. We feel that through subsequent Agenda items at our Regular Board meetings, staff can facilitate this process. If there is a desire from the Board to have this a more facilitated process, that is something we can entertain as well.

McQueeney reiterated that goal of this is for the Board to get a better understanding of the Strategic Plan up and until the Board Retreat and at the Board Retreat is where the Strategic Plan is going to get the actual overhaul and changes will be made.

Poschman stated that it is probably best for staff to take this project on, they already have a good understanding of the Plan.

7. Information/Updates:

A. CEO Report – Dan Blankenship, CEO

Upcoming Trip to D.C.: On March 19 – March 22, RFTA Board Members, Francie Jacober and Greg Poschman will accompany RFTA staff, Kurt Ravenschlag, COO, and Ben Ludlow, Senior Project Manager, on a visit with members of the Colorado Congressional Delegation in D.C., to advocate for their support of grant applications.

Garfield County Transportation Improvement Committee: The Glenwood Springs City Council has indicated a willingness for the City to support the Garfield County Transportation Improvement Subcommittee (GCTIS) Roundtable Meetings by means of logistics and coordination and to serve as fiscal agent for potential grants that might be used for consulting and planning services. However, the receipt recently of a \$49.6 million Federal grant for the South Bridge project, which has necessitated intensified planning to begin moving the project forward, is consuming considerable City staff time at present, and may temporarily delay the initiation of the GCTIS process. Updates regarding progress on this process will be provided monthly.

Behind the Wheel: Another information-packed edition of the RFTA “Behind the Wheel” newsletter was created, and contains all of the latest and greatest RFTA news. The “Behind the Wheel” newsletter is produced and edited by Terri Rider, HR Business Specialist III, with eye-catching graphic layouts by RFTA’s Creative Communications Associate, Yazmin Carlson.

Ridership: Through December 2023, RFTA’s year-to-date system-wide ridership was 4,863,638, up 14.2% compared to 4,257,667 passengers through December 2022.

Operational Readiness: Winter 2023/2024: Currently at 107%. Projected to be at 113% by 02/15/2024.

Acknowledgment: The 2024 RFTA budget included funding to create a Director of the Rio Grande Corridor. I’m pleased to announce that Angela Henderson, formerly Assistant Facilities Director has accepted this position following an internal recruitment. Angela has been with RFTA for 17 years, serving in several roles, and most recently as Assistant Director of Facilities, overseeing Trails, the Rio Grande Rail Corridor and our Facility Operations. This newly formed Department will allow RFTA to bring more prominence and dedicated efforts to managing and protecting one of RFTA’s greatest assets in the Rio Grande Trail and Rail Corridor.

8. Executive Session:

Two Items: Pursuant to C.R.S. 24-6-602 (e) and (f): Personnel Matters: 1) Succession Planning – CEO Employment Agreement; and 2) CEO Performance Review

Laird moved to adjourn from the Regular Board Meeting into the Executive Session, and Kane seconded the motion. The motion was unanimously approved. Executive Session began at 10:28 a.m.

Staff Present: Paul Taddune, General Counsel; Nicole Schoon, Secretary to the Board of Directors

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

No action was taken during the Executive Session, which adjourned at 11:00 a.m.

Jacobson moved to Approve the Roaring Fork Transportation Authority’s Chief Executive Officer (CEO) Employment Agreement for Kurt Ravenschlag, and Kane seconded the motion.

A Roll Call Vote was Taken:

Shelley Kaup	Yes
Alyssa Shenk	Yes
Jeanne McQueeney	Yes
Colin Laird	Yes
Art Riddile	Yes
Bill Kane	Yes
Francie Jacobson	Yes
Torre	Yes

The motion was unanimously approved.

Shenk moved to Increase the Roaring Fork Transportation Authority’s Chief Executive Officer (CEO), Dan Blankenship’s Salary to \$250,000, effective as of January 1, 2024, and Jacobson seconded the motion.

A Roll Call Vote was Taken:

Shelley Kaup	Yes
Alyssa Shenk	Yes
Jeanne McQueeney	Yes
Colin Laird	Yes
Bill Kane	Yes
Francie Jacobson	Yes
Torre	Yes

The motion was unanimously approved.

9. Issues to be Considered at Next Meeting:

10. Next Meeting: 8:30 a.m. – 11:00 a.m.; March 14, 2024, Carbondale Town Hall, Room 1 and via WebEx Teleconference, for those who are unable to attend in person.

11. Adjournment:

Laird moved to adjourn from the February 8, 2024 RFTA Board meeting, and Jacobson seconded the motion. The motion was unanimously approved.

The February 8, 2024 RFTA Board Meeting adjourned at 11:12 a.m.

Respectfully Submitted:

Nicole R. Schoon
Secretary to the RFTA Board of Directors

**ROARING FORK TRANSPORTATION AUTHORITY
SPECIAL BOARD MEETING MINUTES**

March 7, 2024

Board Members Present:

Shelley Kaup, Chair (Glenwood Springs); Greg Poschman, Vice-Chair (Pitkin County); Jeanne McQueeney (Eagle County); Bill Kane (Town of Basalt); Alyssa Shenk (Town of Snowmass Village); Colin Laird, (Town of Carbondale)

Voting Alternates Present (via WebEx):

Sam Rose (City of Aspen); Brandy Copeland (Town of New Castle)

Non-Voting Alternates Present (via WebEx):

Bill Madsen (Town of Snowmass Village); David Knight (Town of Basalt)

Staff Present (via WebEx):

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; Erin Kemp, Temp Director of HR; Ed Cortez, President ATU Local 1774

Visitors Present (via WebEx):

Sarah Adey, Labor Relations Attorney (Employers Council); Will Reinken, District 7 Counsel (Communications Workers of America)

Agenda

1. Call to Order/Roll Call:

Shelley Kaup called the March 7, 2024 RFTA Board of Directors Special Meeting to order at 9:00 a.m. Kaup declared a quorum to be present (8-member jurisdictions present) and the meeting began at 9:01 a.m.

2. Public Comment:

Kaup asked if any member of the public would like to address the Board or make a comment regarding items not on the Board Special Meeting Agenda.

Ed Cortez, President, Amalgamated Transit Union Local 1774 addressed the Board. He indicated that the CDL Bus Service Workers were very eager to join the Union, and thanked the Board for taking time out of their busy schedules to consider the request to allow them to join the Union.

Kaup closed Public Comments at 9:02 a.m.

3. Items Added to Agenda – Board Member Comments:

Kaup asked if there were any items that needed to be added to the March 7, 2024 Board Special Meeting Agenda.

No items were added to the Board Special Meeting Agenda.

Kaup asked if any Board member had any comments or questions regarding issues not on the March 7, 2024 Board Special Meeting Agenda.

No members of the Board had any comments or questions.

Kaup closed Board Comments at 9:03 a.m.

4. Executive Session:

One Item: Pursuant to C.R.S. 24-6-602 (e) and (f): Personnel Matters: 1) ATU Local 1774 Demand for Voluntary Recognition.

Greg Poschman moved to adjourn from the Special Board Meeting into the Executive Session, and Alyssa Shenk seconded the motion. The motion was unanimously approved. Executive Session began at 9:05 a.m.

Staff Present:

Dan Blankenship, CEO; Kurt Ravenschlag, COO; Michael Yang, CFAO; Paul Taddune, General Counsel; Nicole Schoon, Secretary to the Board of Directors; Mike Christenson, Director of Vehicle Maintenance; Erin Kemp, Director of Human Resources

Visitors Present (via WebEx):

Sarah Adey, Labor Relations Attorney (Employers Council)

Poschman moved to adjourn from the Executive Session into the Special Board Meeting and Kane seconded the motion. The motion was unanimously approved.

No action was taken during the Executive Session, which adjourned at 9:40 a.m.

Kaup stated that RFTA was not authorized by the Colorado Labor Peace Act to voluntarily recognize the ATU Local 1774 CDL Bus Service Workers without a vote.

Kane moved to Deny the ATU Local 1774's Demand for Voluntary Recognition, and Jeanne McQueeney seconded the motion.

A Roll Call Vote was Taken:

Shelley Kaup	Yes
Greg Poschman	Yes
Jeanne McQueeney	Yes
Bill Kane	Yes
Alyssa Shenk	Yes
Colin Laird	Yes
Sam Rose	Yes
Brandy Copeland	Yes

The motion was unanimously approved.

12. Adjournment:

Laird moved to adjourn from the February 8, 2024 RFTA Board meeting, and Jacober seconded the motion. The motion was unanimously approved.

The February 8, 2024 RFTA Board Meeting adjourned at 9:57 a.m.

Respectfully Submitted:

Nicole R. Schoon
Secretary to the RFTA Board of Directors

RFTA BOARD OF DIRECTORS
“CONSENT” AGENDA SUMMARY ITEM # 5. A.

Meeting Date:	March 14, 2024
Agenda Item:	Resolution 2024-06: Authorization to Submit a FY24 Garfield County Federal Mineral Lease District (GCFMLD) Grant to Rehabilitate the Roaring Fork River Bridge in the Rio Grande Railroad Corridor
Strategic Outcomes:	<ul style="list-style-type: none"> 1 SAFE CUSTOMERS, WORKFORCE & GENERAL PUBLIC 2 ACCESSIBILITY & MOBILITY 5 SATISFIED CUSTOMERS 6 ENVIRONMENTAL SUSTAINABILITY
Strategic Objectives:	<ul style="list-style-type: none"> 1.2 The Public is safe and comfortable using the Rio Grande trail 1.4 The general public has a positive perception of the safety of RFTA services 2.1 Rio Grande Railroad Corridor/Rio Grande Trail is appropriately protected and utilized 2.2 Trail and transit users move safely, quickly and efficiently 5.7 Provide clean and well-maintained facilities, trails and equipment 6.1 Trail and transit users enjoy environmentally friendly equipment and facilities 6.4 Provide alternative and innovative travel solutions to help slow the growth of vehicle miles traveled in the region
Presented By:	David Johnson, Director of Planning
Staff Recommends:	<ul style="list-style-type: none"> • Authorize Staff to submit a GCFMLD Spring 2024 Traditional Grant Application for the Rio Grande Railroad Bridge Rehabilitation Project • Adopt Resolution 2024-06 • Approve a 30% local match commitment of \$428,571
Executive Summary:	<p>The RFTA Rio Grande Railroad Bridge Rehabilitation Project will repair, restore and enhance a publicly funded railroad and multi-use trail bridge over the Roaring Fork River, just west of Carbondale in Garfield County. The historic bridge is located completely within the RFTA-owned Rio Grande Railroad Corridor right-of-way, herein Corridor, which is federally railbanked for future transportation uses. The interim use is the very popular 42-mile Rio Grande Trail (RGT), with an estimated 100,000 annual users between Glenwood Springs and Aspen.</p>
Background/ Discussion	<p>This project involves construction and maintenance of public facilities to enhance public safety. The existing RFTA Rio Grande Railroad Roaring Fork River Bridge, originally constructed in 1943, has been augmented over the years with a 219’ total length and 14’ total width, with three spans of timber girders and two spans of steel plate girders on timber pile abutments/bents and concrete river piers.</p> <p>The general scope of work for the rehabilitation project includes improvements to the superstructure, substructure, bridge approaches, bridge decking, and river channel. The exact scope of work, project schedule and budget will be dictated by construction bids that are due to the RFTA Procurement Department by March 20, 2024.</p>

	<p>According to a 2022 Rio Grande Trail Pedestrian Bridge Inspection Report, the bridge overall was reported in satisfactory condition. However, the engineer did mention items requiring expedited or critical review. For example, the engineer found scour had undermined approximately 15% of the footing area. If 20% of the footing is undermined, the pier stability could be compromised. The engineer recommended to mitigate scour with an engineered design within the next year. The design has been completed, and this funding request would address the scour with a construction repair project.</p>
Governance Policy:	<p>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).”</p>
Fiscal Implications:	<p>The GCFMLD 70% grant request is \$1 million, including a RFTA 30% local match of \$428,571, for a total estimated project cost of \$1,428,571. Project scope, schedule and budget will be finalized in the summer of 2024 following the procurement process.</p>
Attachments:	<p>Yes, please see “Letter of Support” and “Resolution 2024-06”, attached below.</p>



February 29, 2024

Garfield County Federal Mineral Lease District (GCFMLD)
ATTN: Spring 2024 Grant Cycle
817 Colorado Ave., Suite 201
Glenwood Springs, CO 81601

RE: Roaring Fork Transportation Authority (RFTA) Traditional Grant Program Application

Dear GCFMLD Board of Directors,

The RFTA Board of Directors is in full support of RFTA's Spring 2024 proposal to rehabilitate the historic Roaring Fork River Railroad Bridge, just west of Carbondale in the RFTA-owned Rio Grande Railroad Corridor. Based on the recommendation of RFTA, the RFTA Board will review this letter of support and the local match authorizing resolution at the March 14, 2024 RFTA Board of Directors meeting.

RFTA is the second largest transit agency in Colorado, and the largest rural transit agency in the nation. RFTA provides affordable, convenient year-round public transit services across a 70-mile rural service region between Rifle and Aspen, linking eight-member jurisdictions, which include six municipalities and two counties. The RFTA Board of Directors is an innovative and trusted decision-making body, truly embracing the organization's mission of connecting the region with transit and trails.

For 140 years, the RGT Corridor has formed the backbone of the Roaring Fork Valley, serving as a primary corridor for the transport of goods and pioneers directly involved with natural resource extraction in and around impacted mountain communities. The Roaring Fork Railroad Holding Authority (RFRHA) purchased the RGT Corridor in 1996, and subsequently assigned it to RFTA in 2001. Subsequently, RFTA constructed a paved recreational trail in the corridor, and it is currently preserving the corridor for a potential future public transportation system. While this bridge project is located near Carbondale, the rail bridge safety improvements and bicycle-pedestrian enhancements will provide regional benefits for approximately 100,000 annual users of the Rio Grande Trail.

The Roaring Fork River Bridge Rehabilitation project aligns with GCFMLD's mission and program goals, and the RFTA Board of Directors respectfully requests a full grant award.

Sincerely,

Shelley Kaup, RFTA Board Chair

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY**

RESOLUTION NO. 2024-05

AUTHORIZATION TO SUBMIT A FY24 GARFIELD COUNTY FEDERAL MINERAL LEASE DISTRICT (GCFMLD) GRANT TO REHABILITATE THE ROARING FORK RIVER BRIDGE IN THE RIO GRANDE RAILROAD CORRIDOR

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 USDOT’s Rebuilding American Infrastructure with Sustainability and Equity (RAISE) funding; and

WHEREAS, the RFTA Board of Directors supports the completion of the project if a GCFMLD grant is awarded.

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 GCFMLD Grant Application and will appropriate the required 30% local match of \$428,571, if awarded.
3. If the grant is awarded, the RFTA Board of Directors strongly supports the completion of the project.
4. The Board of Directors of RFTA authorizes the expenditure of funds necessary to meet the terms and obligations of any grant awarded pursuant to a GCFMLD Grant Agreement.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 14th day of March, 2024.

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

By: _____
Shelley Kaup, 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 March 14, 2024; (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 March, 2024.

Nicole R. Schoon, Secretary to the RFTA Board

RFTA BOARD OF DIRECTORS
“CONSENT” AGENDA SUMMARY ITEM # 5. B.

Meeting Date:	March 14, 2024
Agenda Item:	Letter of Support for Clean Energy Economy for the Region (CLEER) Application for a Colorado Department of Transportation (CDOT) Office of Innovative Mobility (OIM) Transportation Management Organization (TMO) Seed Funding Grant.
Strategic Outcomes:	2 ACCESSIBILITY & MOBILITY 6 ENVIRONMENTAL SUSTAINABILITY
Strategic Objectives:	2.3 Increase alternative mode splits throughout the region 5.7 Provide clean and well-maintained facilities, trails and equipment 6.4 Provide alternative and innovative travel solutions to help slow the growth of vehicle miles traveled in the region
Presented By:	David Pesnichak, Mobility Coordinator
Staff Recommends	Authorize the Board Chair to sign the Letter of Support.
Executive Summary	CLEER, a regional nonprofit organization that works on multiple clean energy topics both regionally and statewide, is developing a grant application to respond to CDOT's Office of Innovative Mobility (OIM) grant opportunity - Seed Funding for Transportation Management Organizations (TMO). CLEER is partnering with the City of Glenwood Springs on this grant opportunity, which is intended to take the next step from the Transportation Demand Management (TDM) study that the City of Glenwood Springs recently concluded. CLEER is seeking a letter of support from RFTA for this grant submission. The grant will require a 20% local match to be competitive; local match from multiple partners will be key to making the grant application competitive. If the grant is awarded, RFTA could be asked to become a financial partner and contribute to the local match. If so, RFTA's potential contribution might be in the range of \$10,000 - \$12,500 (depending upon the number of partners) and, if approved by the Board, RFTA's match would be included in a future supplemental budget appropriation resolution.
Background/Discussion	<p>Grant opportunity:</p> <ul style="list-style-type: none"> ● CDOT's Office of Innovative Mobility is offering two \$100,000 seed funding grants to “foster the creation of innovative solutions that reduce single-occupancy vehicle trips and support the creation of Transportation Management Organizations that enhance existing transportation networks while reducing greenhouse gas emissions and traffic congestion.” ● CDOT developed the grant program to establish new transportation management organizations (TMOs) in currently un-represented areas of the state, and to add new perspectives to the TDM conversation to increase TDM success in non-urban areas. <p>What is a Transportation Management Organization and how would one help manage traffic growth in our region?</p> <ul style="list-style-type: none"> ● TMO's are typically public-private partnerships designed to address traffic congestion. There are more than 125 TMO's throughout the country with 8 in Colorado.

	<ul style="list-style-type: none"> ● An effort to create a TMO in our region would be one of the first in a rural-resort region in the country, and would need to be tailored to the unique conditions of our rural/resort region. ● A TMO would provide a means to: <ul style="list-style-type: none"> ○ House and publicize regional data on traffic growth and trends to better guide decision-making and increase public awareness. ○ Create an enduring public-private partnership to collaboratively provide a host of services and measures that can help our region manage traffic growth. ● The proposal approach for this grant will carefully evaluate how the TMO partnership will complement any existing efforts to avoid any duplication of efforts. <p>What would the TMO Seed Funding grant do: CLEER is pursuing the TMO Seed Funding grant to accomplish the following, in collaboration with the City of Glenwood Springs and other partners:</p> <ul style="list-style-type: none"> ● Engage a wide array of partners and stakeholders, including businesses, major employers, chambers of commerce, educational institutions, nonprofits, and government entities in learning more about traffic growth trends, options for managing growing traffic congestion, and how TMO's can be part of a multi-pronged solution. ● Develop ways to make ongoing traffic growth data more accessible to a variety of regional stakeholders to help with decision-making and to encourage positive changes in mode split actions. ● Working with partners and stakeholders, create a business plan for a pilot TMO, including the mission, services, membership, funding, and foundational agreements needed. ● Take initial steps to launch the TMO as a pilot project, tailored to the specific needs of our rural/resort/interdependent region.
Governance Policy	RFTA Board Governing Policy 4.2.4 states, "The Board may take positions on transportation matters, including local, state, or federal issues that affect the organization's regional goals and the organization's ability to achieve its Ends."
Fiscal Implications:	None at this time. At least a 20% local match will help make the proposal more competitive. While the City of Glenwood Springs staff have stated that it appears the match could possibly be provided by the City of Glenwood Springs (to be on an upcoming City agenda), local match from multiple partners will increase the chances of success for both the application and the overall effort. If the grant is awarded, RFTA could be asked to become a financial partner and contribute to the local match. If so, RFTA's potential contribution might be in the range of \$10,000 - \$12,500 (depending upon the number of partners) and, if approved by the Board, would be included in a future supplemental budget appropriation resolution.
Attachments:	Yes, please see the "Letter of Support", attached below.



March 14, 2024

Colorado Department of Transportation
ATTN: Office of Innovative Mobility
2000 South Holly
Denver, Colorado 80222

RE: Letter of Support for CLEER's Application for a CDOT Office of Innovative Mobility Transportation Management Organization (TMO) Seed Funding Grant

Dear CDOT Office of Innovative Mobility:

On behalf of the Roaring Fork Transportation Authority Board of Directors, I am writing in support of CLEER's application for a CDOT Office of Innovative Mobility Strategic Seed Funding grant for a Transportation Management Organization (TMO). CLEER is submitting its application in collaboration with the City of Glenwood Springs.

Traffic growth in our region has been increasing at extraordinary rates and is straining existing transportation infrastructure. Managing peak hour traffic is challenging, with 13-41% increases over a 10-year period at multiple key locations in the region. Traffic is currently escalating at 4% per year in Glenwood Springs and at an average rate of 2.56% per year regionally. Congestion and traffic delay issues are having a major impact on the quality of life for the residents of our region, our workforce, and the quality of the visitor experience - a key issue for our rural-resort economy. With part of our region's transportation system including I-70, our regional traffic congestion issues can sometimes have statewide impacts.

Building off of the Transportation Demand Management study conducted for the City of Glenwood Springs, funded in part by a CDOT grant, the next step is to develop and launch a Transportation Management Organization (TMO). A TMO is uniquely able to engage multiple partner organizations, such as major employers, resort-related businesses, and other sectors of the community, to create and support a variety of transportation options to manage traffic growth.

While our region has the 2nd largest transit system in Colorado, and individual communities in our region are currently employing a variety of strategies to encourage alternatives to single occupancy vehicles, the proposed effort to form a TMO has the potential to significantly expand our region's capacity to manage traffic growth, with a focus on peak hour congestion.

We are excited about the opportunity for our region to receive CDOT financial assistance to help develop innovative solutions and partnerships to manage traffic growth, and RFTA fully supports CLEER's application for this CDOT TMO seed funding grant opportunity. If the grant is awarded, the RFTA Board will certainly be willing entertain a request from CLEER to provide a portion of the local match required.

Sincerely,

Shelley Kaup, RFTA Board Chair

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 6. A.

Meeting Date:	March 14, 2024
Subject:	EPS Housing Program Strategy Recommendations
Strategic Outcome:	3.0 Sustainable Workforce
Strategic Objective:	3.3 Provide comfortable and affordable short-term and long-term housing solutions
Presented By:	Brian Duffany, President, Economic & Planning Systems (EPS) Rachel Shindman, Vice President, Economic & Planning Systems (EPS) Sushma Pramod, Associate, Economic & Planning Systems (EPS) Kurt Ravenschlag, COO
Staff Recommends:	Update on preliminary strategy recommendations from housing study
Executive Summary:	In May 2023, RFTA, in collaboration with its contractor Economic & Planning Systems (EPS), initiated a comprehensive study of its employee housing program. EPS has analyzed housing data, employee survey results, feedback from employee focus groups and has worked with RFTA staff. The purpose of this report is to provide an update on preliminary housing strategy recommendations developed by EPS.
Background/ Discussion:	Informational update and Board feedback
Governance Policy:	1.3 – Sustainable Workforce: RFTA will ensure organizational sustainability by enhancing its ability to continue to recruit and retain an engaged, well-trained, resilient professional workforce.
Fiscal Implications:	Not at this time
Attachments:	Yes, please click on link: “EPS Employee Housing Study Board Presentation 03.14.2024.pdf.” or see, “EPS Employee Housing Study Board Presentation 03.14.2024.pdf,” included in the March 2024 RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet.

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 6. B.

Meeting Date:	March 14, 2024
Subject:	Strategic Plan Update
Strategic Outcome:	High Performing Organization
Strategic Objective:	7.5. Ensure Appropriate Transparency of all RFTA Business 7.7. Continually seek ways to improve business process
Presented By:	Kurt Ravenschlag, COO
Staff Recommends:	That the RFTA Board of Directors engage in conversation regarding the challenges and opportunities RFTA may face in the next five-years to help inform the updated five-year Strategic Plan.
Executive Summary:	The latest version of the RFTA Five-year Strategic Plan was last updated in 2019. RFTA staff will be facilitating conversations with the RFTA Board of Directors (BOD) from March through June of 2024 to update this planning document, which guides RFTA’s five-year strategic planning, annual budgeting, annual work plans and day to day operations. This strategic planning document provides the RFTA organization with the BOD’s desired Outcomes from the organization as well as more specific Objectives. The Strategic Plan is developed not only from the specific Outcomes and Objectives the BOD desires to accomplish, but also addresses the various challenges and opportunities the organization may face in the five-year planning term. RFTA staff will be facilitating a discussion at the March BOD meeting to identify the challenges and opportunities RFTA may face in the next five-years to help inform future conversations about desired Outcomes and Objectives in the updated Strategic Plan.
Background/ Discussion:	<p>Policy 2.9 of the RFTA Governing Policies requires RFTA to maintain a five-year strategic plan. The current plan was created in 2019 and is due for its five-year update. The RFTA Strategic Plan provides the framework to guide RFTA’s decision making, budgeting, and daily operations. Outcomes represent the high-level deliverables that RFTA strives to provide the communities it serves. Each Outcome Area includes several more specific Objectives that define different areas of focus in achieving the Outcome. Staff then develops Strategic Initiatives that are designed to move the needle in achieving the identified performance targets associated with the Objectives. The Strategic Initiatives become a part of the annual budget requests, and if funded, directly influence daily operations. Each task completed or dollar spent by RFTA should be linked back to the Strategic Plan and ultimately the Mission and Vision of this organization.</p> <p>To help inform the Board in updating the five-year Strategic Plan, the organization tries to identify the challenges that RFTA may face in the coming years. In 2019, RFTA identified the following Challenges and Advantages that could be faced in achieving its strategic plan Outcomes.</p>

CHALLENGES

COMMUNITY/RELATIONSHIP

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

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

FUNDING

- Implementing projects from the RFTA Destination 2040 Regional Project List on time and on budget

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 railbanked Rio Grande Railroad Corridor and Rio Grande Trail

ADVANTAGES

TALENT

- Experienced, dedicated and tenured management team
- Professional and courteous bus operators

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

	<ul style="list-style-type: none"> • RFTA Board of Directors provides regional support and influence • Leveraging regional stakeholders for collaborative projects and grant project applications <p>FUNDING</p> <ul style="list-style-type: none"> • 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 <p>PHYSICAL ASSETS</p> <ul style="list-style-type: none"> • Fleet and facility capital assets are in a general State of Good Repair and are being managed with Enterprise Asset Management (EAM) practices • RFTA-owned employee housing units • Ownership and co-management of 34 miles of the Rio Grande Railroad Corridor and Rio Grande Trail, which is currently railbanked and being preserved for future transportation uses
Governance Policy:	Policy 2.9 Five-Year Strategic Plan
Fiscal Implications:	None at this time.
Attachments:	Yes, please click on " 2019 Strategic Plan - FINAL.pdf ," or see "2019 Strategic Plan - FINAL.pdf," included in the March 14, 2024, RFTA Board Meeting Portfolio.pdf, attached to the e-mail transmitting the Board Agenda Packet.

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

Meeting Date:	March 14, 2023
Subject:	CEO Succession Planning
Strategic Outcome:	3.0 Sustainable Workforce
Strategic Objective:	3.6 Ensure organization resilience through thoughtful succession planning and workforce development
Presented By:	David Knapp, PhD, Denver Training Group/Marathon Leadership
Staff Recommends:	The RFTA Board has requested an opportunity to meet with Dr. Knapp to discuss the approach to the CEO Succession Transition process for the balance of 2024. Depending on the services provided, it may be necessary to amend Dr. Knapp’s current Statement of Services and budget to incorporate and accommodate additional tasks.
Executive Summary:	<p>Dr. Knapp’s current Statement of Services, executed in June of 2023, included approximately 5 hours per month of consulting work, coaching, and facilitation, in support of the CEO Succession Planning effort. The budget for these services was \$30,000 and, as of December 31, 2023, approximately \$16,000 has already been expended.</p> <p>An important phase of the Succession Planning process concluded when the RFTA Board of Directors’ selected Kurt Ravenschlag to become the successor to Dan Blankenship as the CEO of RFTA, effective September 1, 2024. An Employment Agreement with Ravenschlag was approved by the RFTA Board on February 8, 2024, and it is expected that Blankenship’s current Employment Agreement will be amended at the March 14, 2024 Board meeting, to formalize the terms under which he will transition out of the CEO role effective September 1, 2024.</p> <p>The next phase of the Succession Planning process involves planning for and undertaking activities that are intended to ensure a smooth transition of the CEO role to Ravenschlag on September 1, 2024. To this end, Dr. Knapp’s ongoing facilitation and support of Ravenschlag in any way that would be helpful to him and his team should be provided. Consequently, Dr. Knapp’s current Scope of Services and contract budget will likely need to be amended in order to accommodate additional services that were not included in the original contract.</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 budget for Dr. Knapp’s current Scope of Services is \$30,000 and approximately \$16,000 of that amount has already been expended. Depending upon the extent to which Dr. Knapp’s role in the ongoing Succession Transition process increases, after consulting with the RFTA Board and Ravenschlag, it may be necessary to revise the Scope of Services and budget in his contract.
Attachments:	None.

RFTA BOARD OF DIRECTORS MEETING
“PUBLIC HEARING” AGENDA SUMMARY ITEM # 7. A.

Meeting Date:	March 14, 2024
Agenda Item:	Resolution 2024-07: 2023 Supplemental Budget Appropriation
Strategic Outcome:	Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting
Presented By:	Paul Hamilton, Finance Director
Recommendation:	Adopt Supplemental Budget Appropriation Resolution 2024-07
Executive Summary:	<p>At the December 2023 Board meeting, staff communicated to the Board that at the March 2024 Board meeting a request to carry-forward unexpended budget from 2023 to 2024 for various projects would be made after 2023 invoices have been received and paid. Based on the continuation of RFTA’s year-end review, staff has identified the following unexpended project budgets and related revenues to be carried-forward from 2023 and re-appropriated to 2024 primarily due to timing of the projects. In addition, adjustments to the General Fund for other governmental contributions from the City of Aspen for the Rubey Park Battery Electric Bus Charger Project based on the intergovernmental agreement executed in March 2023 and debt service on 2023 bus lease purchase for cost of issuance related to professional legal services are included, as well as adjustments to the Capital Projects Fund for other income from investment income earned on bond proceeds.</p> <p><u>General Fund:</u></p> <ol style="list-style-type: none"> 1. CDOT Operating Grant – FASTER Hogback: <ol style="list-style-type: none"> a. (\$150,271) decrease in Grant Revenues 2. ZEV Safety and Training Program: <ol style="list-style-type: none"> a. (\$60,000) decrease in Grant Revenues b. (\$21,000) decrease in Capital Outlay 3. 27th Street and SH82 Underpasses Project: <ol style="list-style-type: none"> a. (\$6,700,571) decrease in Grant Revenues b. (\$14,032,182) decrease in Capital Outlay 4. GMF Expansion Project – Phases 3, 4, 5, and 7: <ol style="list-style-type: none"> a. (\$17,054,474) decrease in Grant Revenues b. (\$25,866,509) decrease in Capital Outlay 5. GMF Expansion Project – Phase 6: <ol style="list-style-type: none"> a. (\$1,632,909) decrease in Capital Outlay 6. Battery Electric Bus On-Route Charger: <ol style="list-style-type: none"> a. (\$89,728) decrease in Fuel b. (\$215,403) decrease in Capital Outlay 7. CEO Succession Planning: <ol style="list-style-type: none"> a. (\$16,885) decrease in Transit 8. 2023 Capital Bus Lease Purchase: <ol style="list-style-type: none"> a. (\$17,994) decrease in Transit b. \$17,994 increase in Debt Service 9. Vehicle Maintenance Projects: <ol style="list-style-type: none"> a. (\$60,000) decrease in Capital Outlay 10. Support Vehicles Expansion and Replacements:

	<p>a. (\$61,100) decrease in Capital Outlay</p> <p>11. Housing Project – Iron Mountain Place (f/k/a Rodeway Inn):</p> <p>a. (\$7,218,085) decrease in Capital Outlay</p> <p>12. Roaring Fork Bridge Rehabilitation:</p> <p>a. (\$444,728) decrease in Capital Outlay</p> <p>13. South Bridge Project Contribution:</p> <p>a. (\$4,000,000) decrease in Capital Outlay</p> <p>14. TOSV Transit Center Contribution:</p> <p>a. (\$500,000) decrease in Capital Outlay</p> <p>15. Parker House Improvements:</p> <p>a. (\$51,738) decrease in Capital Outlay</p> <p>16. Integrated Clean Energy System Contribution:</p> <p>a. (\$213,750) decrease in Capital Outlay</p> <p>17. River Walk Trail Crossing Contribution:</p> <p>a. (\$200,000) decrease in Capital Outlay</p> <p>18. IT Projects and Equipment:</p> <p>a. (\$774,170) decrease in Capital Outlay</p> <p>19. WE-Cycle Bikeshare:</p> <p>a. (\$7,100) decrease in Capital Outlay</p> <p>20. First and Last Mile Mobility (FLMM) Grant Program:</p> <p>a. (\$218,692) decrease in Capital Outlay</p> <p>21. Comprehensive Housing Policy:</p> <p>a. (\$101,425) decrease in Capital Outlay</p> <p>22. Ridership Campaign Mobile App:</p> <p>a. (\$27,500) decrease in Capital Outlay</p> <p>23. Enterprise Resource Planning (ERP) Consulting Services:</p> <p>a. (\$42,500) decrease in Capital Outlay</p> <p>24. Procurement and Finance Consulting Assessment:</p> <p>a. (\$15,000) decrease in Capital Outlay</p> <p>25. Zero Emission Vehicle (ZEV) Roadmap:</p> <p>a. (\$43,442) decrease in Capital Outlay</p> <p>26. Community Safety Action Plan:</p> <p>a. (\$60,000) decrease in Capital Outlay</p> <p>27. Glenwood Springs Corridor Study:</p> <p>a. (\$75,000) decrease in Capital Outlay</p> <p>28. 1340 Main Street HVAC System:</p> <p>a. (\$59,000) decrease in Capital Outlay</p> <p>29. Facilities Projects:</p> <p>a. (\$155,172) decrease in Capital Outlay</p> <p>30. Trail Projects and Equipment:</p> <p>a. (\$209,133) decrease in Capital Outlay</p> <p><u>Series 2021A Capital Projects Fund:</u></p> <p>1. \$521,284 increase in Other Income</p> <p>2. \$521,284 increase in Capital Outlay</p>
<p>Policy Implications:</p>	<p>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).”</p>

Fiscal Implications:	Net increase (decrease) to 2023 fund balance by fund:	
	General Fund	\$32,446,835
	Series 2021A CPF	-0-
	Total	\$32,446,835
Attachments:	Yes, please see Resolution 2024-07, attached below.	

Director _____ moved adoption of the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY**

RESOLUTION NO. 2024-07

2023 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 2023 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 March 14, 2024 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 2023 budget as summarized herein:

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General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Grants	(\$150,271)	CDOT Operating Grant - FASTER Hogback; c/f to 2024
Grants	(60,000)	CDOT Grant - ZEV Safety and Training Program; c/f to 2024
Grants	(3,000,000)	CDOT Capital Grant - 27th St & SH82 Underpasses; c/f to 2024
Grants	(9,811,969)	FTA Capital Grant -GMF Expansion Project Phases 3 & 7; c/f to 2024
Grants	(4,480,225)	FTA Capital Grant -GMF Expansion Project Phases 4 & 5; c/f to 2024
Grants	(2,762,280)	FTA Capital Grant -GMF Expansion Project Phases 3 & 7; c/f to 2024
Grants	(3,700,571)	FTA Capital Grant - 27th St & SH82 Underpasses; c/f to 2024
Total Revenue & OFS	(\$23,965,316)	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$38,813,900	-	\$38,813,900
Property tax	11,843,939	-	11,843,939
Grants	54,862,431	(23,965,316)	30,897,115
Fares	4,243,700	-	4,243,700
Other govt contributions	2,833,143	-	2,833,143
Other income	3,354,600	-	3,354,600
Other financing sources	3,465,770	-	3,465,770
Total	\$119,417,483	(\$23,965,316)	\$95,452,167

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Fuel	(\$89,728)	BEB On-Route Charger Service & Warranty Agreement - c/f to 2024
Transit	(16,885)	Succession Planning Consulting Services - c/f to 2024
Transit	(17,994)	Re-purpose for Cost of Issuance - 2023 Capital Bus Lease Purchase
Capital	(60,000)	Engine / Transmission Rebuilds - c/f to 2024

Capital	(21,000)	ZEV Safety & Training Equipment - c/f to 2024
Capital	(34,500)	Admin Support Vehicle - c/f to 2024
Capital	(5,000)	Transit Connect Shuttle Support Vehicle - c/f to 2024
Capital	(21,600)	VM & Facility Support Vehicles Equipment - c/f to 2024
Capital	(91,148)	GMF Expansion Design/Planning - c/f to 2024
Capital	(971,504)	GMF Phases 3,4,5&7 Architect & Engineering Services - c/f to 2024
Capital	(12,815,364)	GMF Phases 3 & 7 Expansion Project - c/f to 2024
Capital	(5,849)	GMF Phases 3,4,5&7 Design-Build Contract Services - c/f to 2024
Capital	(4,757,780)	GMF Phases 3,4,5&7 Owner Contingency - c/f to 2024
Capital	(41,741)	GMF Phases 3,4,5&7 Non-Reimbursable - c/f to 2024
Capital	(92,322)	GMF Phases 3,4,5&7 Design & Project Management Services - c/f to 2024
Capital	(7,181,949)	GMF Phases 4 & 5 Expansion Project - c/f to 2024
Capital	(388,459)	GMF Phase 6 Architect & Engineering Services - c/f to 2024
Capital	(1,244,450)	GMF Phase 6 Design & Project Management Services - c/f to 2024
Capital	(22,880)	27th Street & SH82 Underpasses Design - c/f to 2024
Capital	(11,007,931)	27th Street & SH82 Underpasses Construction - c/f to 2024
Capital	(1,701,192)	27th Street & SH82 Underpasses Owner Contingency - c/f to 2024
Capital	(1,120,971)	27th Street & SH82 Underpasses Construction Management - c/f to 2024
Capital	(179,208)	27th Street & SH82 Underpasses Permit/Plan Review - c/f to 2024
Capital	(44,417)	BEB On-Route Charger Construction - c/f to 2024
Capital	(170,986)	BEB On-Route Charger Contingency - c/f to 2024
Capital	(204,608)	Iron Mountain Place Design Demolition Costs - c/f to 2024
Capital	(72,352)	Iron Mountain Place Design Costs - c/f to 2024
Capital	(750,191)	Iron Mountain Place Contingency - c/f to 2024
Capital	(6,190,934)	Iron Mountain Place Construction Costs - c/f to 2024

Capital	(5,000)	Renovation Study Parker House & Main Street Apartments - c/f to 2024
Capital	(24,000)	GMF CNG Emergency Response Plan - c/f to 2024
Capital	(35,024)	Stormwater Management Plans - c/f to 2024
Capital	(59,000)	1340 Main Street HVAC System - c/f to 2024
Capital	(51,738)	Parker House Improvements - c/f to 2024
Capital	(200,000)	Contribution to River Walk Trail/Crossing - c/f to 2024
Capital	(500,000)	Contribution to TOSV for Transit Station - c/f to 2024
Capital	(4,000,000)	Contribution to Glenwood Springs for South Bridge - c/f to 2024
Capital	(7,100)	WE-Cycle Bikeshare Capital - c/f to 2024
Capital	(118,692)	FLMM Grant to Pitkin County for Truscott to BM Sidewalk - c/f to 2024
Capital	(100,000)	FLMM Grant to COGWS for Blake Ave Multimodal Corridor improvements - c/f to 2024
Capital	(101,425)	Comprehensive Housing Policy - c/f to 2024
Capital	(27,500)	Ridership Campaign Mobile App - c/f to 2024
Capital	(42,500)	ERP Consulting Services - c/f to 2024
Capital	(15,000)	Procurement & Finance Consulting Assessment - c/f to 2024
Capital	(213,750)	Contribution for Integrated Clean Energy System - c/f to 2024
Capital	(43,442)	Zero Emission Vehicle Roadmap - c/f to 2024
Capital	(60,000)	Community Safety Action Plan - c/f to 2024
Capital	(2,253)	Rail Salvage Study - c/f to 2024
Capital	(75,000)	GWS Corridor Study - c/f to 2024
Capital	(13,500)	Passenger Crowding BusTime Responsive Project - c/f to 2024
Capital	(24,000)	Call Reporting - c/f to 2024
Capital	(10,368)	Mobile Ticketing - c/f to 2024
Capital	(50,000)	SH82 TSP Maintenance - c/f to 2024
Capital	(60,100)	Computers Laptop - c/f to 2024

Capital	(58,100)	IT Equipment & Upgrades - c/f to 2024
Capital	(11,350)	Virtual Desktops - c/f to 2024
Capital	(12,950)	WIFI Upgrade - c/f to 2024
Capital	(7,920)	Bus Radio Programming - c/f to 2024
Capital	(80,000)	Server Upgrade - c/f to 2024
Capital	(445,882)	VM EAM/Trapeze OPS Integration - c/f to 2024
Capital	(23,650)	Trail Soil & Vegetation Study - c/f to 2024
Capital	(34,978)	Roaring Fork Bridge Design - c/f to 2024
Capital	(409,750)	Roaring Fork Bridge Construction - c/f to 2024
Capital	(91,000)	Riverview Trail Fence Construction - c/f to 2024
Capital	(24,705)	River Connection to Satank - c/f to 2024
Capital	(60,225)	Hydroseeder - c/f to 2024
Capital	(7,300)	E-Bike - c/f to 2024
Debt service	17,994	Cost of issuance 2023 Capital Lease Bus Purchase
Total Expenditures & OFU	(\$56,412,151)	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$2,579,765	(\$89,728)	\$2,490,037
Transit	40,364,761	(34,879)	40,329,882
Trails & Corridor Mgmt	944,890	-	944,890
Capital	104,749,562	(56,305,538)	48,444,024
Debt service	1,690,849	17,994	1,708,843
Other financing uses	5,262,554	-	5,262,554
Total	\$155,592,381	(\$56,412,151)	\$99,180,230

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

Revenues and other financing sources	(\$23,965,316)
Less Expenditures and other financing uses	56,412,151
Net increase (decrease) in fund balance	\$32,446,835

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$99,917,670*
2022-27 & 2022-28	\$99,917,670	(\$354,575)	99,563,095
2023-03	99,563,095	(5,271,803)	94,291,292
2023-10	94,291,292	(27,264,818)	67,026,474
2023-13	67,026,474	(3,283,702)	63,742,772
2024-07	63,742,772	32,446,835	96,189,607
Total Net Change		(\$3,728,063)	

* Audited

Series 2021A Capital Projects Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Other Income	\$521,284	True up investment income
Total Revenue & OFS	\$521,284	

Revenue & OFS Summary	Previous	Change	Current
Other Income	\$ -	\$521,284	\$521,284
Total	\$ -	\$521,284	\$521,284

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$53,784	Re-purpose Other Income for GMF Phases 3 & 7
Capital	467,500	Re-purpose Other Income for GMF Phases 4 & 5
Total Expenditures & OFU	\$521,284	

Expenditures & OFU Summary	Previous	Change	Current
Capital	\$18,837,972	\$521,284	\$19,359,256
Total	\$18,837,972	\$521,284	\$19,359,256

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

Revenues and other financing sources	\$521,284
Less Expenditures and other financing uses	(521,284)
Net increase (decrease) in fund balance	\$-

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$18,837,972*
2023-10	\$18,837,972	(\$18,837,972)	-
2024-07	-	-	-
Total Net Change		(\$18,837,972)	

*Audited

THAT, the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2023 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.

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INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 14th day of March, 2024.

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

By: _____
Shelley Kaup, 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 March 14, 2024 (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 March, 2024

Nicole R. Schoon, Secretary to the RFTA Board

RFTA BOARD OF DIRECTORS MEETING
“PUBLIC HEARING” AGENDA SUMMARY ITEM # 7. B.

Meeting Date:	March 14, 2024
Agenda Item:	Resolution 2024-08: 2024 Supplemental Budget Appropriation
Strategic Outcome:	Financial Sustainability
Strategic Objective:	4.1 Ensure accurate budget and accounting
Presented By:	Paul Hamilton, Director of Finance
Recommendation:	Adopt Supplemental Budget Appropriation Resolution 2024-08
Executive Summary:	<p>At the December 2023 Board meeting, staff communicated to the Board that at the March 2024 Board meeting a request to carry-forward unexpended capital and transit budget from 2023 to 2024 for various projects would be made after 2023 invoices have been received and paid. Based on the continuation of RFTA’s year-end review, staff has identified the following unexpended project budgets and related revenues that are being requested to be carried-forwarded from 2023 and re-appropriated in 2024 primarily due to timing of projects. In addition, there are budget amendments related to existing budgeted projects and for new budget projects described below.</p> <p><u>General Fund:</u></p> <p>1. Re-appropriations: The following budgets are carry-forwards from 2023 and re-appropriated to 2024:</p> <ul style="list-style-type: none"> a. CDOT Operating Grant – FASTER Hogback: <ul style="list-style-type: none"> i. \$150,271 increase in Grant Revenues b. ZEV Safety and Training Program: <ul style="list-style-type: none"> i. \$60,000 increase in Grant Revenues ii. \$21,000 increase in Capital Outlay c. 27th Street and SH82 Underpasses Project: <ul style="list-style-type: none"> i. \$6,700,571 increase in Grant Revenues ii. \$14,032,182 increase in Capital Outlay d. GMF Expansion Project – Phases 3, 4, 5, and 7: <ul style="list-style-type: none"> i. \$17,054,474 increase in Grant Revenues ii. \$25,866,509 increase in Capital Outlay <ul style="list-style-type: none"> 1. \$215,940 repurposed for GMF Fuel Farm Design (new). 2. \$28,000 repurposed for Maroon Bells Study e. GMF Expansion Project – Phase 6: <ul style="list-style-type: none"> i. \$1,632,909 increase in Capital Outlay f. Battery Electric Bus On-Route Charger: <ul style="list-style-type: none"> i. \$89,728 increase in Fuel ii. \$215,403 increase in Capital Outlay g. CEO Succession Planning: <ul style="list-style-type: none"> i. \$16,885 increase in Transit h. Vehicle Maintenance Projects: <ul style="list-style-type: none"> i. \$60,000 increase in Capital Outlay i. Support Vehicles Expansion and Replacements: <ul style="list-style-type: none"> i. \$61,100 increase in Capital Outlay

- j. Housing Project – Iron Mountain Place (f/n/a Rodeway Inn):**
 - i. \$7,218,085 increase in Capital Outlay
- k. Roaring Fork Bridge Rehabilitation:**
 - i. \$444,728 increase in Capital Outlay
- l. South Bridge Project Contribution:**
 - i. \$4,000,000 increase in Capital Outlay
- m. TOSV Transit Center Contribution:**
 - i. \$500,000 increase in Capital Outlay
- n. Parker House Improvements:**
 - i. \$51,738 increase in Capital Outlay
- o. Integrated Clean Energy System Contribution:**
 - i. \$213,750 increase in Capital Outlay
- p. River Walk Trail Crossing Contribution:**
 - i. \$200,000 increase in Capital Outlay
- q. WE-Cycle Bikeshare:**
 - i. \$7,100 increase in Capital Outlay
- r. First and Last Mile Mobility (FLMM) Grant Program:**
 - i. \$218,692 increase in Capital Outlay
 - 1. \$118,692 relates to FLMM Grant to Pitkin County for Truscott to BM Sidewalk.
 - 2. \$100,000 relates to FLMM Grant to COGWS for Blake Ave Multimodal Corridor improvements.
- s. Comprehensive Housing Policy:**
 - i. \$101,425 increase in Capital Outlay
- t. Ridership Campaign Mobile App:**
 - i. \$27,500 increase in Capital Outlay
- u. Enterprise Resource Planning (ERP) Consulting Services:**
 - i. \$42,500 increase in Capital Outlay
- v. Procurement and Finance Consulting Assessment:**
 - i. \$15,000 increase in Capital Outlay
- w. Zero Emission Vehicle (ZEV) Roadmap:**
 - i. \$43,442 increase Capital Outlay
- x. Community Safety Action Plan:**
 - i. \$60,000 increase in Capital Outlay
- y. Glenwood Springs Corridor Study:**
 - i. \$75,000 increase in Capital Outlay
- z. 1340 Main Street HVAC System:**
 - i. \$59,000 increase in Capital Outlay
- aa. IT Projects and Equipment**
 - i. \$774,170 increase in Capital Outlay
 - 1. \$673,270 relates to project timing for Call Reporting, Mobile Ticketing, SH82 TSP Maintenance, Server and Switches upgrades, WIFI upgrade, Computer laptops, and Bus Radio programming.
 - 2. \$75,100 repurposed for Garfield County 911 Radio Expansion
 - 3. \$25,800 repurposed for Employee Smartcard project
- bb. Facilities Projects:**
 - i. \$155,172 increase in Capital Outlay.
 - 1. \$5,000 relates to timing for Renovation Study Parker House & Main Street Apartments.

2. \$24,000 relates to timing for the CNG Emergency Response Plan.
3. \$35,024 relates to Stormwater Managements Plans.
4. \$99,148 relates to timing for GMF Expansion Design.

cc. Trail Projects and Equipment:

- i. \$209,133 increase in Capital Outlay
 1. \$2,253 relates to project timing for Rail Salvage Study.
 2. \$24,705 relates to project timing for Connection to Satank.
 3. \$91,000 relates to project timing for Riverview Trail Project.
 4. \$23,650 relates to project timing for Trail Soil & Vegetation Study.
 5. \$60,225 relates to purchase timing for Hydroseeder.
 6. \$7,300 relates to purchase timing for E-Bike.

2. New budget items:

a. Property Tax Revenue: As presented at the December 2023 Board Meeting, the originally adopted 2023 Budget did include the reductions due to SB23B-001. SB23B-001, included, for property tax year 2023, with collections in 2024, lowering the residential assessment rate for all residential property from 6.765% to 6.7% and the residential property actual value adjustment increased from \$15,000 to \$55,000. In conjunction with Resolution 2024-01: Resolution Certifying and Levying a Property Tax of 2.65 Mills for the 2024 Budget Year, Staff is requesting to reduce property tax revenue by \$333,000. Pitkin County, Garfield County, and Eagle County budgeted property taxes would decrease by \$225,000, \$71,000, and \$37,000, respectively.

- i. (\$333,000) decrease in Property Tax

b. Rubey Park Battery Electric Bus On-Route Charger: As presented at the February 2024 Board Meeting, RFTA is responsible for the electricity buses will use at the Rubey Park on-route charger station. The estimated cost of the electricity was included in the 2024 budget, but did not account for the “demand charge” for industrial electricity users charged by the City. Staff is requesting a budget increase of \$97,200 for this estimated cost.

- i. \$97,200 increase in Fuel

c. CEO Staffing: At the February Board meeting, the Board approved the contract with Kurt Ravenschlag as the new Chief Executive Officer, effective September 1, 2024, and the market adjustment for the current CEO, Dan Blankenship. Staff is requesting a budget increase of \$132,440 for the total incremental increase in wages and benefits.

- i. \$132,440 increase in Transit

d. Employee Housing: As presented at the February 2024 Board Meeting, Staff is in the process of securing housing for employees

that will need to be relocated from seasonal housing. Staff has identified 20 units (10 1-bedroom and 10 2-bedroom) to accommodate affected employees in seasonal housing. The total estimated lease costs are \$489,060 starting April 1, 2024 through December 31, 2024. The 2024 adopted budget includes \$280,000 for identified housing costs. Staff is requesting a budget increase of \$209,060 to true-up employee housing costs.

i. \$209,060 increase in Transit

- e. **Glenwood Maintenance Facility (GMF) Fuel Farm Design:** The GMF storage tanks for diesel, unleaded gas, new oil, and used oil have experienced recent failures that have resulted in the loss of the used oil tank and continued maintenance issues on the other three tanks. These continued maintenance issues can lead to failure and non-compliance with the State of Colorado. Staff estimates \$215,940 for the design of replacement underground storage tanks at the GMF. Staff, however, has identified and repurposed 2023 capital budget savings to carryforward to 2024
- f. **Garfield County 911 Radio Channel Expansion Project:** RFTA's current usage on the Garfield County radio towers at Lookout Mountain and Rifle sites has been identified as the top consumer of traffic by CDOT. RFTA has also been informed that increased traffic is causing an inability for 911 traffic to effectively communicate with Garfield County Dispatch. As a result, Garfield County is adding 8 channels to its system and is requesting RFTA to contribute for the capital purchase of 2 additional radio channels at Lookout Mountain site and 1 channel as the Rifle site. Assisting with the capital purchase will alleviate the need for Garfield County to adopt an annual usage fee, similar to Pitkin County (approximately \$50,000 per year). The total capital contribution requested from Garfield County Emergency Communications Authority is approximately \$75,100. Staff, however, has identified and repurposed 2023 capital budget savings to carryforward to 2024.
- g. **Employee Smartcard Project:** RFTA staff envisions dual-use Masabi-provisioned smartcards for its employees: the dual-chip smartcards will enable access to RFTA facilities, Operator check-in, as well as to facilitate boarding RFTA buses by tapping on the onboard electronic validators. Onboard validation of smartcards would allow free unlimited travel for RFTA employees. Masabi is the developer of the current mobile ticketing system with electronic validation used by RFTA's bus fleet. This employee smartcard usage configuration for unlimited travel is an initial step towards moving to an Account-Based Ticketing model for the general public. The capital costs for integration and configuration is \$25,800. Staff, however, has identified and repurposed 2023 capital budget savings to carryforward to 2024.

	<p><u>Special Revenue Fund – Bus Stops and PNR:</u></p> <p>1. <u>Re-appropriation:</u> The following is to reclassify capital expenditure from transit expenditure in the 2024 adopted budget:</p> <ul style="list-style-type: none"> a. (\$187,200) decrease in Transit b. \$187,200 increase in Capital 						
<p>Policy Implications:</p>	<p>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).”</p>						
<p>Fiscal Implications:</p>	<p>Net increase (decrease) to 2024 fund balance by fund:</p> <table border="1" data-bbox="594 590 1349 705"> <tr> <td>General Fund</td> <td>(\$33,218,535)</td> </tr> <tr> <td>Bus Stops and PNR SRF</td> <td>-0-</td> </tr> <tr> <td>Total</td> <td>(\$33,218,535)</td> </tr> </table>	General Fund	(\$33,218,535)	Bus Stops and PNR SRF	-0-	Total	(\$33,218,535)
General Fund	(\$33,218,535)						
Bus Stops and PNR SRF	-0-						
Total	(\$33,218,535)						
<p>Attachments:</p>	<p>Yes, please see Resolution 2024-08, attached below.</p>						

Director _____ moved adoption of the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY**

RESOLUTION NO. 2024-08

2024 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 2024 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 March 14, 2024 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 2024 budget as summarized herein:

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General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Property tax	(\$333,000)	True down based on SB23B-001
Grants	150,271	CDOT Operating Grant - FASTER Hogback; c/f from 2023
Grants	60,000	CDOT Grant - ZEV Safety and Training Program; c/f from 2023
Grants	3,000,000	CDOT Capital Grant - 27th St Underpass; c/f from 2023
Grants	9,811,969	FTA Capital Grant -GMF Expansion Project Phases 3 & 7; c/f from 2023
Grants	4,480,225	FTA Capital Grant -GMF Expansion Project Phases 4 & 5; c/f from 2023
Grants	2,762,280	FTA Capital Grant -GMF Expansion Project Phases 3 & 7; c/f from 2023
Grants	3,700,571	FTA Capital Grant - 27th St Underpass; c/f from 2023
Total Revenue & OFS	\$23,632,316	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$40,598,000	-	\$40,598,000
Property tax	18,296,000	(\$333,000)	17,963,000
Grants	1,437,728	23,965,316	25,403,044
Fares	4,794,360	-	4,794,360
Other govt contributions	1,181,970	-	1,181,970
Other income	3,802,860	-	3,802,860
Other financing sources	15,859,890	-	15,859,890
Total	\$85,970,808	\$23,632,316	\$109,603,124

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Fuel	\$89,728	BEB On-Route Charger Service & Warranty Agreement - c/f from 2023
Fuel	97,200	Increase for RP BEB On-Route Charger due to Demand Charge for industrial electricity users
Transit	16,885	Succession Planning Consulting Services - c/f from 2023
Transit	132,440	Increase due to CEO Succession Planning Efforts
Transit	209,060	Increase for new lease of employee housing units
Capital	60,000	Engine / Transmission Rebuilds - c/f from 2023
Capital	21,000	ZEV Safety & Training Equipment - c/f from 2023
Capital	34,500	Admin Support Vehicle - c/f from 2023
Capital	5,000	Transit Connect Shuttle Support Vehicle - repurposed for VM & Facility Support Vehicles Equipment - c/f from 2023
Capital	21,600	VM & Facility Support Vehicles Equipment - c/f from 2023
Capital	91,148	GMF Expansion Design/Planning - c/f from 2023
Capital	971,504	GMF Phases 3,4,5&7 Architect & Engineering Services - c/f from 2023
Capital	12,815,364	GMF Phases 3 & 7 Expansion Project - c/f from 2023
Capital	5,849	GMF Phases 3,4,5&7 Design-Build Contract Services - c/f from 2023
Capital	4,757,780	GMF Phases 3,4,5&7 Owner Contingency - c/f from 2023

Capital	41,741	GMF Phases 3,4,5&7 Non-Reimbursable - c/f from 2023
Capital	92,322	GMF Phases 3,4,5&7 Design & Project Management Services - c/f from 2023
Capital	7,181,949	GMF Phases 4 & 5 Expansion Project – repurpose \$215,940 for GMF Fuel Farm Design and \$28,000 for Maroon Bells Study - c/f from 2023
Capital	388,459	GMF Phase 6 Architect & Engineering Services - c/f from 2023
Capital	1,244,450	GMF Phase 6 Design & Project Management Services - c/f from 2023
Capital	22,880	27th Street & SH82 Pedestrian Crossing Design - c/f from 2023
Capital	11,007,931	27th Street & SH82 Pedestrian Crossing Construction - c/f from 2023
Capital	1,701,192	27th Street & SH82 Pedestrian Crossing Owner Contingency - c/f from 2023
Capital	1,120,971	27th Street & SH82 Pedestrian Crossing Construction Management - c/f from 2023
Capital	179,208	27th Street & SH82 Pedestrian Crossing Permit/Plan Review - c/f from 2023
Capital	44,417	BEB On-Route Charger Construction - c/f from 2023
Capital	170,986	BEB On-Route Charger Contingency - c/f from 2023
Capital	204,608	Iron Mountain Place Design Demolition Costs - - c/f from 2023
Capital	72,352	Iron Mountain Place Design Costs - c/f from 2023
Capital	750,191	Iron Mountain Place Contingency - c/f from 2023
Capital	6,190,934	Iron Mountain Place Construction Costs - c/f from 2023
Capital	5,000	Renovation Study Parker House & Main Street Apartments - c/f from 2023
Capital	24,000	GMF CNG Emergency Response Plan - c/f from 2023
Capital	35,024	Stormwater Management Plans - c/f from 2023
Capital	59,000	1340 Main Street HVAC System - c/f from 2023
Capital	51,738	Parker House Improvements - c/f from 2023
Capital	200,000	Contribution to River Walk Trail/Crossing - c/f from 2023
Capital	500,000	Contribution to TOSV for Transit Station - c/f from 2023
Capital	4,000,000	Contribution to Glenwood Springs for South Bridge - c/f from 2023
Capital	7,100	WE-Cycle Bikeshare Capital - c/f from 2023
Capital	118,692	FLMM Grant to Pitkin County for Truscott to BM Sidewalk - c/f from 2023
Capital	100,000	FLMM Grant to COGWS for Blake Ave Multimodal Corridor improvements - c/f from 2023
Capital	101,425	Comprehensive Housing Policy - c/f from 2023
Capital	27,500	Ridership Campaign Mobile App - c/f from 2023
Capital	42,500	ERP Consulting Services - c/f from 2023
Capital	15,000	Procurement & Finance Consulting Assessment - c/f from 2023
Capital	213,750	Contribution for Integrated Clean Energy System - c/f from 2023
Capital	43,442	Zero Emission Vehicle Roadmap - c/f from 2023
Capital	60,000	Community Safety Action Plan - c/f from 2023
Capital	2,253	Rail Salvage Study - c/f from 2023
Capital	75,000	GWS Corridor Study - c/f from 2023
Capital	13,500	BusTime Responsive Project - repurpose for Employee Smartcard Project - c/f from 2023
Capital	24,000	Call Reporting - c/f from 2023
Capital	10,368	Mobile Ticketing - c/f from 2023
Capital	50,000	SH82 TSP Maintenance - c/f from 2023
Capital	60,100	Computers Laptop - repurpose \$57,000 for Garfield County 911 Radio Channel Expansion Project - c/f from 2023

Capital	58,100	IT Equipment & Upgrades - repurpose \$18,100 for Garfield County 911 Radio Channel Expansion Project - c/f from 2023
Capital	11,350	Virtual Desktops - repurpose for Employee Smartcard Project - c/f from 2023
Capital	12,950	WIFI Upgrade - repurpose \$950 for Employee Smartcard Project - c/f from 2023
Capital	7,920	Bus Radio Programming - c/f from 2023
Capital	80,000	Server Upgrade - c/f from 2023
Capital	445,882	VM EAM/Trapeze OPS Integration - c/f from 2023
Capital	23,650	Trail Soil & Vegetation Study - c/f from 2023
Capital	34,978	Roaring Fork Bridge Design - c/f from 2023
Capital	409,750	Roaring Fork Bridge Construction - c/f from 2023
Capital	91,000	Riverview Trail Fence Construction - c/f from 2023
Capital	24,705	River Connection to Satank - c/f from 2023
Capital	60,225	Hydroseeder - c/f from 2023
Capital	7,300	E-Bike - c/f from 2023
Capital	215,940	Add GMF Fuel Farm Design
Capital	28,000	Add contribution for USFS Maroon Bells Study
Total Expenditures & OFU	\$56,850,851	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$2,406,678	\$186,928	\$2,593,606
Transit	44,905,941	358,385	45,264,326
Trails & Corridor Mgmt	1,263,978	-	1,263,978
Capital	25,551,953	56,305,538	81,857,491
Debt service	1,882,484	-	1,882,484
Other financing uses	5,779,993	-	5,779,993
Total	\$81,791,027	\$56,850,851	\$138,641,878

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

Revenues and other financing sources	\$ 23,632,316
Less Expenditures and other financing uses	(56,850,851)
Net increase (decrease) in fund balance	(\$33,218,535)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$96,189,607*
2023-16 & 2023-17	\$96,189,607	4,179,781	100,369,388
2024-08	100,369,388	(33,218,535)	67,150,853
Total Net Change		(\$29,038,754)	

* Budgeted

Bus Stops and PNR Special Revenue Fund:

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
No Change		

Revenue & OFS Summary	Previous	Change	Current
Other income	\$525,000	-	\$525,000
Other financing sources	1,324,007	-	1,324,007
Total	\$1,849,007	-	\$1,849,007

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Transit	(\$187,200)	Reclassify to Capital
Capital	187,200	Reclassify from Transit
Total Expenditures & OFU	\$ -	

Expenditures & OFU Summary	Previous	Change	Current
Transit	\$1,946,211)	(\$187,200)	\$1,759,011
Capital	-	187,200	187,200
Total	\$1,946,211	\$ -	\$1,946,211

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

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

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$97,204*
2023-16 & 2023-17	\$97,204	(\$97,204)	-
2024-08	-	-	
Total Net Change		(\$97,204)	

*Budgeted

THAT, the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2024 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.

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INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 14th day of March 2024.

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

By: _____
Shelley Kaup, 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 March 14, 2024 (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 March 2024

Nicole R. Schoon, Secretary to the RFTA Board

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

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: March 14, 2024

RFTA Board and Staff Trip to D.C. to Visit Congressional Delegation: As reported previously, from March 19 – March 22, RFTA Board Members, Francie Jacober and Greg Poschman will accompany RFTA staff, Kurt Ravenschlag, COO, and Ben Ludlow, Senior Project Manager, on a visit with members of the Colorado Congressional Delegation in D.C., to advocate for their support of upcoming RFTA grant applications.

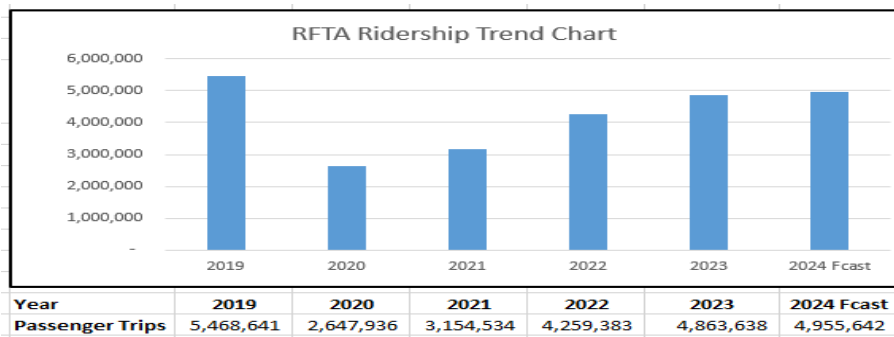
Garfield County Transportation Improvement Subcommittee (GCTIS): (Nothing new to report) The Glenwood Springs City Council has indicated a willingness for the City to support the GCTIS Roundtable Meetings by means of logistics and coordination and to serve as fiscal agent for potential grants that might be used for consulting and planning services. However, the receipt recently of a \$49.6 million Federal grant for the South Bridge project, which has necessitated intensified planning to begin moving the project forward, is consuming considerable City staff time at present, and may temporarily delay the initiation of the GCTIS process. Updates regarding progress on this process will be provided monthly.

Ridership: For the month of **January 2024**, RFTA’s year-to-date system-wide ridership was **626,277**, up **0.7%** compared to **621,765** passengers for **January 2023**.

The chart below compares **January 2024** ridership with **January 2019** pre-pandemic ridership. Overall, **January 2024** system-wide ridership was down **9%** compared to system-wide ridership for **January 2019**. City of Aspen ridership was down **27%**, Valley ridership was up **3%**, Hogback ridership was up **78%**, and Other ridership was down **14%** compared with **January 2019**.

Ridership Comparison: Jan. 2019 vs. Jan. 2024			
Service	Jan-19	Jan-24	% Vari Dec. 2024 to Dec. 2019
Aspen	193,583	141,216	-27%
Valley	299,233	307,111	3%
Hogback	8,668	15,455	78%
Other	189,624	162,495	-14%
Total	691,108	626,277	-9%

The RFTA Ridership Trend Chart below reflects how RFTA ridership has been rebuilding since 2019:



Operational Readiness

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

Winter 2023/2024: **Currently at 107%.**

RFTA 2024 Work Plan for Destination 2040 Implementation

E1 - Bus Replacement – 10, 40' Electric Buses

2024 Budget: \$15,860,000	Last Updated: February 2024
<ul style="list-style-type: none"> 2024 Budget includes funding to purchase 10 all electric buses to replace 10 diesel buses. Delivery of buses will not occur until 2025. 	<ul style="list-style-type: none"> Procurement underway to select a bus manufacturer to purchase electric buses. 10 all electric buses to be ordered in Spring 2024 with a 2025 delivery.

E2 - Bike Share Expansion

2024 Capital Budget: \$1,877,500	Last Updated: January 2024
<ul style="list-style-type: none"> 2024 Budget includes \$1,877,500 O&M, Capital and Planning of Bike Share. 	<ul style="list-style-type: none"> Regional operation, capital expansion of bike share and planning for bike share expansion in Glenwood Springs.

E5 – Rio Grande Trail Maintenance

2024 Capital Budget: \$2,465,320	Last Updated: March 2024
<ul style="list-style-type: none"> 2024 Budget includes \$2,465,320 to: Repave/crack seal 5.7 miles of Rio Grande Trail from Catherine Store to Emma Rd; and Replace all bear proof trash cans along the trail corridor; and. Repair abutment on Roaring Fork Bridge in Carbondale. 	<ul style="list-style-type: none"> Currently developing scope of work to request contractor proposals for repaving and crack sealing. Refining scope of work for Roaring Fork Bridge repairs. Work to be performed spring- early summer 2024.

C13 – Town of Snowmass Village Transit Center

2024 Budget: \$500,000	Last Updated: February 2024
<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"> Snowmass is redesigning transit center to address community concerns. RFTA has received and is reviewing preliminary designs for revamped bus station at Snowmass Mall.

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

2024 Budget: \$13,225,512	Last Updated: March 2024
<ul style="list-style-type: none"> In 2024 RFTA plans to complete construction of two separate underpasses of Hwy 82 and 27th Street. 	<ul style="list-style-type: none"> The project is continuing ahead of schedule at the 27th street project. New road striping has been applied.

S7 - Glenwood Maintenance Facility (GMF) Expansion

2024 Budget: \$ 29,953,429	Last Updated: March 2024
<ul style="list-style-type: none"> Construction funding for phases 3,4,5,7 has been appropriated in 2024 Annual Budget. Design funding for Phase 6 has been appropriated in 2024 Annual Budget. 	<p>Phase 3,4,5,7</p> <ul style="list-style-type: none"> Anticipated completion date now set for August/September 2024. Installation of the CMU partition walls. Installing conduits, cables, junction boxes and equipment on both levels of the operations building, as well as in the fuel and wash and GMF renovation area. Concrete slab installation at pre-trip canopy area and the fuel and wash bay Plumbing and HVAC in the operations building and the GMF renovation. Trench drains are being set, rebar and vapor barrier installed and forms set in the fuel and wash building. Metal siding on the second level operations center and insulation and drywall are being installed. Welders are installing stairs to the second level. Site surveys and materials testing and special inspections continue. <p>Phase 6 and 8 (Transit Center and Operations Center and warehouse building)</p> <ul style="list-style-type: none"> Design is underway and nearing at 60%

S10 - Replacement Housing

2024 Budget: \$7,046,900	Last Updated: February 2024
<ul style="list-style-type: none"> The 2024 RFTA budget includes \$50,000 for a comprehensive housing policy effort to provide a RFTA a roadmap for employee housing. The 2024 RFTA budget includes \$6,996,900 to remodel Iron Mountain Place employee housing. 	<p>RFTA Housing Policy</p> <ul style="list-style-type: none"> EPS housing update to be provided to Board at March Board meeting. EPS is developing housing strategies for RFTA staff to review in February. Study estimated to be complete by June 2024. <p>Iron Mountain Place</p> <ul style="list-style-type: none"> Remodel is moving along as scheduled with Building A being complete August 2024.

Planning Department Update, March 2024 – David Johnson, Director of Planning

Please see the click on the links: "[03.14.2024 Planning Department Update.pdf](#)," or see "03.14.2024 Planning Department Update.pdf," included in the March 2024 RFTA Board Meeting Portfolio.pdf, attached to the email transmitting the RFTA Board Meeting Agenda packet.

Finance Department Update, March 2024 – Michael Yang, CFAO

2023 Actuals/Budget Comparison (December YTD)

2023 Budget Year	December YTD (as of 3/8/2024)		
General Fund	Preliminary Actuals (1)	Amended Budget (2)	% Var.
Revenues			
Sales and Use tax (3)	\$ 41,245,890	\$ 38,813,900	6.3%
Property Tax (4)	\$ 12,330,007	\$ 11,843,939	4.1%
Grants	\$ 30,897,114	\$ 30,897,115	0.0%
Fares (5)	\$ 4,990,950	\$ 4,243,700	17.6%
Other govt contributions	\$ 2,821,573	\$ 2,833,143	-0.4%
Other income (6)	\$ 5,897,988	\$ 3,354,600	75.8%
Total Revenues	\$ 98,183,522	\$ 91,986,397	6.7%
Expenditures			
Fuel (7)	\$ 1,721,858	\$ 2,490,037	-30.9%
Transit (8)	\$ 37,340,273	\$ 40,329,882	-7.4%
Trails & Corridor Mgmt	\$ 928,623	\$ 944,890	-1.7%
Capital	\$ 47,449,820	\$ 48,444,024	-2.1%
Debt service	\$ 1,708,842	\$ 1,708,843	0.0%
Total Expenditures	\$ 89,149,415	\$ 93,917,676	-5.1%
Other Financing Sources/Uses			
Other financing sources	\$ 3,493,706	\$ 3,465,770	0.8%
Other financing uses	\$ (4,893,062)	\$ (5,262,554)	-7.0%
Total Other Financing Sources/Uses	\$ (1,399,356)	\$ (1,796,784)	-22.1%
Change in Fund Balance (9)	\$ 7,634,751	\$ (3,728,063)	-304.8%

- (1) These amounts are unaudited and may change as a result from any year-end adjustments during the audit preparations.
- (2) Reflects Supplemental Budget Appropriation Resolution 2024-08
- (3) In 2024, Sales and Use Tax Revenues were better than anticipated.
- (4) The budget for property tax revenues does not include specific ownership taxes
- (5) Operating revenues increase is primarily due to increased ridership
- (6) Other income has increased due to increased interest rates.
- (7) The significant savings is primary attributable to lower service levels than originally estimated and the Alternative Fuel Excise Tax Credit (CNG) in 2023 of approximately \$255,000.
- (8) Savings is primarily due to lower than anticipated actual service levels and unfilled job positions.
- (9) The unaudited surplus exceeds budget.

2024 Actuals/Budget Comparison (January YTD)

2024 Budget Year				
General Fund	January YTD			Annual Budget
	Actual	Budget	% Var.	
Revenues				
Sales and Use tax (1)	\$ -	\$ -	#DIV/0!	\$ 40,598,000
Property Tax	\$ -	\$ -	#DIV/0!	\$ 18,296,000
Grants	\$ -	\$ -	#DIV/0!	\$ 1,437,728
Fares (2)	\$ 276,162	\$ 265,709	3.9%	\$ 4,794,360
Other govt contributions	\$ 473,008	\$ 473,008	0.0%	\$ 1,181,970
Other income	\$ 653,012	\$ 636,804	2.5%	\$ 3,802,860
Total Revenues	\$ 1,402,182	\$ 1,375,521	1.9%	\$ 70,110,918
Expenditures				
Fuel	\$ 135,808	\$ 166,091	-18.2%	\$ 2,406,678
Transit	\$ 4,119,904	\$ 4,763,081	-13.5%	\$ 44,905,941
Trails & Corridor Mgmt	\$ 48,655	\$ 55,504	-12.3%	\$ 1,263,978
Capital	\$ 55,465	\$ 23,044	140.7%	\$ 25,551,953
Debt service	\$ 211,360	\$ 211,360	0.0%	\$ 1,882,484
Total Expenditures	\$ 4,571,191	\$ 5,219,079	-12.4%	\$ 76,011,034
Other Financing Sources/Uses				
Other financing sources	\$ -	\$ -	#DIV/0!	\$ 15,859,890
Other financing uses	\$ (601,791)	\$ (601,791)	0.0%	\$ (5,779,993)
Total Other Financing Sources/Uses	\$ (601,791)	\$ (601,791)	0.0%	\$ 10,079,897
Change in Fund Balance (3)	\$ (3,770,800)	\$ (4,445,350)	-15.2%	\$ 4,179,781

- (1) Sales and Use Tax Revenues are received 2 months in arrears (i.e. January sales and use tax revenue will be deposited in March).
- (2) Through January, fare revenue was flat and ridership increased by 14%, respectively, compared to the prior year. The average sale per transaction was approximately \$8.77 in January 2023 compared to \$5.78 in January 2024. The primary driver for this decrease is due to Mobile App functionalities (i.e. one-way purchases) as compared to only offering Stored Value Card purchases at the Ticket Vending Machines. In January 2024, Stored Value Pass Sales and Seasonal Zone Pass sales have decreased approximately \$19,000 and \$16,500 respectively, while Mobile App Single Ride Fares have increased by \$32,000, as compared to the prior year. The chart below provides a YTD January 2023/2024 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 1/2023	YTD 1/2024	Increase/ (Decrease)	% Change
Regional Fares	\$ 276,947	\$ 276,162	\$ (785)	0%
Total Fare Revenue	\$ 276,947	\$ 276,162	\$ (785)	0%
Ridership on RFTA Regional Services*:				
	YTD 1/2023	YTD 1/2024	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	79,294	89,274	9,980	13%
BRT	113,024	118,848	5,824	5%
SM-DV	14,873	15,310	437	3%
Grand Hogback	14,873	15,455	15,455	104%
Total Ridership on RFTA Fare Services	222,064	238,887	31,696	14%
Avg. Fare/Ride	\$ 1.25	\$ 1.16	\$ (0.09)	-7%

- (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 January YTD				Hours January YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	336,799	341,250	(4,451)	-1.3%	16,272	16,213	59	0.4%
City of Aspen	51,627	52,793	(1,166)	-2.2%	6,067	6,117	(49)	-0.8%
Aspen Skiing Company	67,099	66,695	404	0.6%	4,814	4,848	(34)	-0.7%
Ride Glenwood Springs	9,601	9,760	(159)	-1.6%	844	842	2	0.3%
Grand Hogback	31,375	31,347	28	0.1%	1,389	1,390	(1)	-0.1%
Specials/Charters	2,898	1,950	948	48.6%	430	330	100	30.3%
Senior Van	814	940	(126)	-13.4%	97	127	(31)	-24.0%
Subtotal - Transit Service	500,214	504,735	(4,521)	-0.9%	29,913	29,867	47	0.2%
Training & Other	1,986	4,670	(2,684)	-57.5%	2,173	3,514	(1,341)	-38.2%
Total Transit Service, Training & Other	502,200	509,405	(7,205)	-1.4%	32,086	33,381	(1,295)	-3.9%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report

Service	Jan-23 YTD	Jan-24 YTD	# Variance	% Variance
City of Aspen	139,450	141,216	1,766	1.27%
RF Valley Commuter	292,061	307,111	15,050	5.15%
Grand Hogback	14,873	15,455	582	3.91%
Aspen Skiing Company	146,756	130,875	(15,881)	-10.82%
Ride Glenwood Springs	21,191	22,476	1,285	6.06%
X-games/Charter	7,304	8,953	1,649	22.58%
Senior Van	130	191	61	46.92%
MAA Burlingame	-	-	-	#DIV/0!
Maroon Bells	-	-	-	#DIV/0!
GAB Transit Mitigation Svcs.	-	-	-	N/A
Total	621,765	626,277	4,512	0.73%

Subset of Roaring Fork Valley Commuter Service with BRT in 2023

Service	YTD JAN 2023	YTD JAN 2024	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	79,294	89,274	9,980	13%
BRT	113,024	118,848	5,824	5%
Total	192,318	208,122	15,804	8%

2023 Financial Statement Audit – Schedule

Date	Activity	Status
4/29/2024 – 5/3/2024	Start of Audit – auditors conducting onsite fieldwork	<i>On schedule</i>
Mid-June	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 between the Audit Subcommittee, the auditor and staff to discuss the audit in detail.	<i>Email will be sent to Audit Subcommittee to establish date & location of meeting.</i>
7/5/2024	Final Audit Report to be distributed to RFTA Board with July Board Packet	<i>On schedule</i>
7/11/2024	Presentation of Final Audit Report at RFTA Board Meeting by Auditor	<i>On schedule</i>

McMahan & Associates, LLC will conduct the 2023 financial statement audit.

At this time, staff requests that the RFTA Board confirm the Board members who will serve on the Audit Subcommittee (see below for list of members). Staff will correspond via email with the Subcommittee to establish the date and location of the meeting which is expected to be held during the second half of June before the July Board meeting where the final audit report will be presented to the RFTA Board.

Prior Year's Audit Subcommittee Members:

1. **Greg Poschman**, RFTA board member,
2. **Alyssa Schenk**, RFTA board member, and
3. **Jill Klosterman**, independent financial expert and Eagle County Chief Financial Officer
4. **Ann Driggers**, independent financial expert and Pitkin County Chief Financial and Administrative Officer, Treasurer/Public Trustee

Anticipated Guests Include:

1. **Paul Backes**, CPA and Partner at McMahan & Associates, LLC (external auditor)
2. **Dan Blankenship**, RFTA CEO
3. **Kurt Ravenschlag**, RFTA COO
4. **Michael Yang**, RFTA CFAO
5. **Paul Hamilton**, RFTA Director of Finance
6. **David Carle**, Budget Manager
7. **Viktoria Vadenyuk**, Accounting Manager

Background: The Audit Subcommittee was created in 2011 and has been comprised of at least two members of the RFTA Board and at least one independent financial expert. Since then, the subcommittee has met annually to review and discuss the prior year's audit report with the external auditor and RFTA staff to gain a better understanding RFTA's financial condition. Afterwards, the subcommittee would provide a summary report of the meeting to the RFTA Board as part of the presentation of the audit at the July Board meeting.

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

Trails & Corridor Update, March 2024 – Angela Henderson, Director, Trails & Rail Corridor

Rio Grande Corridor & Rio Grande Trail Up-date

Right-of-Way Land Management Project: Along with its legal and engineering consultants, RFTA staff will be working on the following tasks in 2024. (New items in **red**, updates in **green**)

With the RFTA Board's direction, Staff will begin identifying all current unlicensed uses inside the Railroad Corridor and begin requesting that the adjacent neighbors, utility companies, jurisdictions either license the use (if applicable), or remove the use. Staff has begun this process in Glenwood Springs:

- "Draft" survey and utility locate completed for the Corridor in Glenwood Springs – Staff is working on a few updates to the initial exhibit and once staff is comfortable with the exhibit, will mail a letter and a copy of the exhibit pertinent to each parcel, to each of the adjacent property owners. (ongoing)

Other ongoing items:

- Working with Paul on outstanding corridor issues:
 - Zlotnick Quiet Title- **Need to finalize abatement agreement.**
 - Eubank Encroachment Removal- **Mr. Eubank is requesting a license for the well installed in the ROW before removing other encroachments.**
- Covenant Enforcement Commission (CEC) Items:
 - **CEC Member 3-year terms expired on 12/31/23. Each member jurisdiction needs to reappoint their current CEC member to another 3-year term, or choose a new CEC member to represent their jurisdiction, and provide this information to rqt@rfta.com by April 5, 2024.**

- Meeting was held on 10/27/2023, RFTA Board Update will be provided at the May 9, 2024 meeting.
- Ditch Issues- Ongoing Violation, Ditch company doing work to Culvert, no updates on project.
- Barn and Berm Encroachment- Ongoing Violation, Staff will follow up with property owner in July for 1 year check in on removal plan.
- Trash Enclosure Encroachment- Staff will follow up with property owner in October for 1 year check in on removal plan.
- Ongoing Violation, Access Ramp Over Tracks- Ongoing Violation, Aspen Nordic Track will apply for Special Use Permit moving forward and remove tracks each year.
- Livestock Fencing- New Violation, Letter was sent to property owner to remove fence from Right-of-Way. Fencing has been removed.
- Utility Installation- New Violation, Staff is working with Pitkin County Open Space on License agreement as approved by CEC Board. Draft license was sent to Pitkin County 11/16/2023. PCOST preparing as-built to attach to license and take to BOCC for approval/execution.
- Rail Attorney items:
 - Town of Carbondale license language. RFTA Attorney approved language, sent to TOC for review/execution 2/20/2024.
 - Rail Car letters: All encroachments have been removed. Utility compliance. Received Certificate of Compliance from Pitkin County on 02/21/2024.
 - Cedar Networks- Contractor nonresponsive - Attorneys drafting letter.
 - Century Link- Representative is non-responsive. Sent to Attorneys for resolution. Attorneys drafting letter.
- **Litigation:**
 - **Prep demand letter with copy of the complaint attached for potential lawsuit**
- **Current Applications:**
 - Holy Cross Fiber Project- Waiting for revised as-builts. Final as-builts received and approved for five out of seven locations.
 - Pitkin County Gerbaz Bridge- License fully executed for project, waiting on construction.
 - Colorado Extreme - Updating access and relocating Trail - Permit issued, Project Ongoing. Will issue new permit for 2024 work.
 - **Holy Cross- 88 Clover Lane: Underground Utility Installation- Application has been received and reviewed by RFTA and Farnsworth Group. Letter sent to Holy Cross for revisions.**
- **Permits:**
 - City of Glenwood Springs as-built approved, project complete.
 - Stott's Mill Access- Revised as-built approved, project complete.
 - Voskuil Sewer Project in City of Glenwood Springs- Waiting on revised as-builts.
 - Youth Art Park- Updated permit for final Phase 1 items.
 - Damage to Corridor- A utility company completed unauthorized work in the corridor near Cattle Creek and damaged the new shoulder, as well as leaving mud on the trail. Holy Cross damaged the corridor for an emergency repair. They have been working with Staff to remedy the damage. Damage should be repaired in the next three weeks.

- **Recreational Trails Plan (RTP)** – The Planning Department is working with regional stakeholders to update the 2005 Recreational Trails Plan (RTP). Following unanimous RFTA Board adoption of the Access Control Plan (ACP) in early 2023, the RTP is the second component plan of the larger Corridor Comprehensive Plan that guides management of the entire Rio Grande Trail from Glenwood Springs to Woody Creek. (ongoing)
- **Rail Salvage Project** – Staff has been tasked with developing a statement of work for, and removal of all rail between 8th Street and 23rd Street in Glenwood Springs in 2023. The 27th Street underpass project will begin spring 2023. Rail salvage will be completed as soon as the underpass project is complete, late 2024/early 2025. (ongoing)
- **Roaring Fork Bridge Rehabilitation Project** – This repair design is complete. The repair project has been handed off to procurement to put out for bid. Staff anticipates that the repair project will begin sometime in the spring/fall of 2024. The first part of the project will focus on rehabbing the infrastructure, the second part of the project adds some anti-graffiti improvements to try and dissuade any further graffiti to this bridge. The infrastructure repairs will address twisting of one of the abutments and repairs to the support structure underneath on each end of the bridge. Removal of the graffiti itself will need to be accomplished as a separate project at a later date.



- The Rio Grande Trail Staff is staying busy
 - Staff has been plowing, sweeping, debris blowing, clearing limbs and sightlines, pulling and chopping weeds, cleaning up trailheads and vault toilets, reminding dog owners to leash their pets, etc. to make sure the trail is safe and clean.
- Staff is plowing snow off the RGT as necessary when it snows and we started removing snow in the upper valley as we had more asphalt showing than snow to ski on. Spring is right around the corner and the Trail is getting busy on nice weather days.
- Staff continues working with Carbondale Arts to beautify the corridor through the Town of Carbondale, called the “Rio Grande ArtWay”
- Staff participated in the Roaring Fork Outdoor Coalition
- 2024 Projects that we hope to complete
 - Asphalt Repair – Emma Rd to Catherine Bridge Trailhead
 - ✚ Currently out for bid
 - Roaring Fork Bridge repairs
 - ✚ Getting ready to go out for bid
 - Bridge Inspections (scheduled bi-annual)
 - Goats at Work – 2024 will be the 3rd consecutive year in the Emma area
 - ✚ Vegetation Monitoring Program
 - Procure a hydroseeder for restoration projects
 - Hire a seasonal Trail Technician
 - ✚ We have some good local applicants
 - Replace bearproof trash/recycling enclosures along our 20 miles of the trail
 - ✚ ETA at the end of March
 - Enhance our trail counter program
 - Procure 2 zero-turn mowers for vegetation management
 - Visit a “rail with trail” system