

ROARING FORK TRANSPORTATION AUTHORITY

BOARD OF DIRECTORS MEETING AGENDA

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

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

Instructions regarding how to participate via WebEx go to 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:		Approve	8:31 a.m.
	A. RFTA Board Meeting October 10, 2024, page 3			
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	8:33 a.m.
4	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	8:35 a.m.
5	Consent Agenda:			
	A. Resolution 2024-17: Authorization for the Roaring Fork Transportation Authority to amend the existing Intergovernmental Agreement with the City of Glenwood Springs for Maintenance Responsibilities of the 27 th St. and SH 82 Underpasses – Ben Ludlow, Interim Capital Projects Director and David Pesnichak, COO, page 9	4.2.5	Approve	8:45 a.m.
	B. Resolution 2024-18: Authorization for the Roaring Fork Transportation Authority to Amend the Existing Intergovernmental Agreement with the Colorado Department of Transportation for West Glenwood Transit Center Portion of the RAISE Grant – Ben Ludlow, Interim Capital Projects Director and David Pesnichak, COO, page 17	4.3.4 2.10.6	Approve	8:45 a.m.
	C. Resolution 2024-19: Authorization to Submit a Grant Application to the CY25 Colorado Department of Local Affairs (DOLA) Energy/Mineral Impact Assistance Fund (EIAF) Grant Program for the Glenwood Springs Maintenance Facility (GMF)/Regional Transit Center (RTC) Underground Storage Tanks Replacement Project – David Johnson, Director of Planning, page 23	4.2.5	Approve	8:45 a.m.
6	Presentations/Action Items:			
	A. 3rd Draft of the 2025 Budget, Update and Discussion – Paul Hamilton, Director of Finance, page 27	4.2.5	Discussion	8:50 a.m.
	(Agenda Continued on Next Page)			

	Agenda Item	Policy	Purpose	Est. Time
7	Board Governance Process:			
	A. Resolution 2024-20: Establishing a First/ Last Mile Mobility Advisory Committee, Update – David Pesnichak, COO, page 53	4.6	Discussion /Approve	9:20 a.m.
8	Information/Updates:			
	A. CEO Report – Kurt Ravenschlag, CEO, page 63	2.10	FYI	9:40 a.m.
9	Executive Session:			
	A. Pursuant to C.R.S. 24-6-402 4(e)(I): Determining positions that may be subject to negotiations; developing strategy for negotiations and instructions for negotiators: RFTA-ATU Collective Bargaining Agreement	3.5.2.B	Executive Session	10:00 a.m.
10	Issues to be Considered at Next Meeting:			
	To Be Determined at the November 14, 2024 Board Meeting	4.3	Meeting Planning	10:15 a.m.
11	Next Meeting: 8:30 a.m. – 11:00 a.m., December 12, 2024, In-person at Carbondale Town Hall or via WebEx Teleconference (Details to be provided later).	4.3	Meeting Planning	10:16 a.m.
12	Adjournment:		Adjourn	10:20 a.m.

**ROARING FORKTRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
October 10, 2024**

Board Members Present (or via WebEx):

Shelley Kaup, Chair (City of Glenwood Springs); Greg Poschman, Vice-Chair (Pitkin County); Jeanne McQueeney, (Eagle County); Alyssa Shenk, (Town of Snowmass Village); David Knight, (Town of Basalt); Torre, (City of Aspen); Art Riddle (Town of New Castle); Colin Laird, (Town of Carbondale)

Non-Voting Alternates Present (or via WebEx):

Bill Madsen, (Town of Snowmass Village); Sam Rose, (City of Aspen); Ben Bohmfalk, (Town of Carbondale)

Staff Present (or via WebEx):

Kurt Ravenschlag, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial Administrative Officer (CFAO); David Pesnichak, Chief Operations Officer (COO); Erin Kemp, Chief Human Resource Officer (CHRO); Craig Dubin, Chief of Staff (CoS), Jamie Tatsuno, Public Information Officer (PIO); Kim Wells, Executive Assistant; Ben Ludlow, Interim Capital Projects Director; Angela Henderson and Brett Meredith, Rio Grande Corridor Department; Paul Hamilton, Terri Glenn, Finance Department; David Johnson and Jason White, Planning Department; Ian Adams, Director of Operations; Mike Christenson, Director of Maintenance; Tammy Sommerfeld and Melissa Sever, Procurement Department; Joni Christenson, Public Information Office; Jason Smith, Safety and Training Manager; Jason Schelhaas, Director of Information Technology; Maria Vazquez and Bisi Costanzo, HR Department; Dawn Dexter, Operations Manager; Ed Cortez, President ATU Local 1774

Visitors Present (or via WebEx):

Lynn Rumbaugh, (City of Glenwood Springs); Sarah Adey, Esq., (Employers Council Attorney, Labor Relations); Kelly McNicholas Kury, (Pitkin County Commissioner); Annalise Grueter (citizen)

Agenda

NOTE: Hyperlinks to the October 10, 2024 Board meeting video have been inserted for each Agenda item below. Please view video for additional information.

1. [Call to Order/Roll Call:](#)

Shelley Kaup called the October 10, 2024 RFTA Board of Directors meeting to order at 8:31 a.m. Kaup declared a quorum to be present (8-member jurisdictions present) and the meeting began at 8:32 a.m.

2. [Approval of Minutes:](#)

Colin Laird stated that the minutes seemed to have motions, however, no discussion included, and questioned if that was going to be the change going forward.

Kurt Ravenschlag acknowledged that the minutes are more truncated but stated that the matter could be discussed further if there is interest in capturing more detailed conversation. He also noted that a video recording of the Board meeting is available on the website.

Laird responded that he felt some of the First/Last Mile information regarding comments and suggestions were not captured. He requested that if there are suggestions related to an issue or how the Board should move it forward, the minutes should capture those.

Greg Poschman moved to approve the September 12, 2024 Meeting Minutes and Torre 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 October 10, 2024 Board Agenda.

No member of the public had any comments.

Kaup closed Public Comments at 8:42 a.m.

4. Items Added to Agenda – Board Member Comments:

Kaup asked if there were any items that needed to be added to the October 10, 2024, Board meeting Agenda.

No items were added to the September 12, 2024, Board Agenda.

Kaup asked if any Board member had any comments or questions regarding issues not on the October 10, 2024, Board meeting Agenda.

Ravenschlag requested that Consent Agenda A. Resolution 2024-16: Authorization for the Roaring Fork Transportation Authority to amend the existing Intergovernmental Agreement with the City of Glenwood Springs for Maintenance Responsibilities of the 27th St. and SH 82 Underpasses be pulled from the Agenda due to errors.

Poschman stated that on his way to the Board meeting he noticed that the road was very gridlocked with cars all the way to Catherine Store. He stated that he was shocked to see basically a parking lot stretching from Aspen to Carbondale. He stated that this underscores the necessity to grow and move RFTA forward, however, seeing the gridlock he was not sure that will be enough. He also observed that the area has transitioned from rural to more urban, with a population density typical of a city, but still maintaining a rural character.

Alyssa Shenk seconded Poschman's statement, and added that while there was an accident, she could not imagine having to drive in that type of traffic every day, like many of the commuters do.

Laird stated that the traffic does not stop at Carbondale, it goes all the way down to Glenwood and at times the Interstate can get backed up as well.

Poschman congratulated Eagle County's new Transportation Authority, they have already electrified 1/3 of their current fleet.

Torre clarified that the entrance to Aspen has been a topic of discussion for some time now, however, it has become apparent that the 1/3 of a mile between the round-about and the entrance to Aspen is not the full cause of the issue.

Kaup stated that this will be her last RFTA Board meeting, but she has thoroughly enjoyed working with her fellow Board members. She wished everyone good luck and she couldn't wait to see to what heights RFTA can reach. Kaup introduced Erin Zalinski, who will be taking over as the new City of Glenwood Springs RFTA Board member, and Ingrid Wussow will continue to be the alternate.

Poschman stated Kaup has a BS in civil engineering and an MS in sustainable engineering from Villanova. He stated that he had no idea he was in the presence of somebody who had gone so much farther in engineering than he had. On behalf of the Board, Poschman thanked Kaup, stating that Kaup would be missed. He then presented Kaup with a plaque and gavel, engraved with the inscription: "In appreciation for serving as Chair of the RFTA Board of Directors."

Poschman stated that under Kaup's leadership, the RFTA Board had developed the Zero Emission Vehicle (ZEV) Plan and successfully adopted the Climate Action Plan (CAP), setting RFTA on a path toward a more sustainable future. He noted that RFTA had secured substantial grants, including \$15.5 million for new electric transit vehicles and \$32.8 million for phases 6a, 6b and 8 of the Regional Transit Center (RTC) project. He noted that these funds would drive vital improvements to RFTA's fleet and infrastructure, ensuring RFTA remained a leader in sustainable transportation. Poschman also mentioned that Kaup had played a key role in the development of RFTA's Strategic Plan, which would guide the organization over the next five years, ensuring her impact would be felt long beyond her tenure. He added that Kaup had been instrumental in ensuring the successful launch of the 27th Street Underpass Project, improving safety and efficiency for RFTA riders in Glenwood Springs. Poschman concluded by stating that thanks to Kaup's contributions, RFTA had been recognized by the FTA as climate change champions, and the Board expressed its gratitude for her dedication and leadership.

Kaup stated she has never had a gavel before, and thanked the Board for sweet words and the wonderful gift.

Poschman closed Board Comments at 9:13 a.m.

5. Consent Agenda:

- A. Resolution 2024-16: Authorization for the Roaring Fork Transportation Authority to amend the existing Intergovernmental Agreement with the City of Glenwood Springs for Maintenance Responsibilities of the 27th St. and SH 82 Underpasses** – Ben Ludlow, Interim Capital Projects Director and David Pesnichak, COO

Consent Agenda Resolution 2024-16: Authorization for the Roaring Fork Transportation Authority to amend the existing Intergovernmental Agreement with the City of Glenwood Springs for Maintenance Responsibilities of the 27th St. and SH 82 Underpasses was pulled from the Agenda.

6. Presentations/Action Items:

- A. [Resolution 2024-17: Support for Pitkin County Ballot Issue 1A – Affordable and Workforce Housing Mill Levy](#)** – Kelly McNicholas Kury, Pitkin County Commissioner – Kurt Ravenschlag, CEO and Pete Rice, City of Aspen, Director of Transportation & Parking

McNicholas Kury presented to the Board, and stated that Pitkin County was facing a housing crisis, with limited financial resources to meet the demand for affordable housing. She explained that the county was proposing a property tax to fund affordable housing initiatives, with the goal of generating \$8.5 million annually. The proposed plan aimed to create 250 new housing units over the next ten years, prioritize housing for critical community service workers, and preserve existing affordable housing.

Shenk stated that on Monday at the Town of Snowmass Village meeting, there was a unanimous vote in support of the Resolution, also stating that McNicholas Kury and she have been campaigning in Snowmass. Shenk noted that she has heard a lot of very positive

feedback. Shenk stated the only negative feedback has been that a lot of people who came to Snowmass and Aspen in the seventies and eighties and bought their homes, that it is now harder for them to stay in their homes because they cannot afford their mortgages and they can't afford the property taxes.

Torre moved to Resolution 2024-17: Support for Pitkin County Ballot Issue 1A – Affordable and Workforce Housing Mill Levy and Shenk seconded the motion. The motion was unanimously approved.

B. 2nd Draft of the 2025 Budget, Update and Discussion – Paul Hamilton, Director of Finance

Poschman requested clarification on the projection for 2025, the \$225,000 difference, asking whether the request had gone out to Garfield County, and if they were still considering to cover the amount.

Ravenschlag responded that Garfield County is likely reducing their prior year contribution, which may impact funding levels. RFTA requested a \$40,000 contribution from Rifle and will provide an update after a conversation with the Garfield County Board of County Commissioners (BOCC). He stated that he will provide an update on the outcome of the conversation with the BOCC regarding their funding level.

Poschman stated that the Garfield County BOCC is looking at a substantial decrease in the amount of mineral extraction it will produce this year, and this will have a major impact on their revenues. He noted that he would like to understand their situation and how they are dealing with this situation given the mineral extraction will likely continue to drop.

C. First/ Last Mile Mobility Services, Update – David Pesnichak, COO

Jeanne McQueeney stated that the First/Last Mile Mobility Services are a top priority for RFTA, and feels that RFTA should definitely be looking for alternative funding sources such as a lodging tax, for microtransit and first/last mile programs. She stated that there is a need for a regional solution to the first/last mile that doesn't burden member jurisdictions.

Torre stated that Aspen currently has a few percentages collected for lodging taxes and 5-10% tax on short-term rentals, and noted that he was not sure of how Aspen would feel about an additional lodging tax.

Ben Bohmfalk requested that a FLMM committee be created that will allow the Board and staff to dive deep into this topic and to be able to create the best solution for RFTA. He stated that the committee will need to follow the RFTA Bylaws and since there will likely be more than three Board members, the meeting will need to be noticed to the public.

David Knight volunteered to be a member of the FLMM committee.

Torre volunteered to be a member of the FLMM committee.

7. Information/Updates:

A. CEO Report – Kurt Ravenschlag, CEO

Ravenschlag noted that RFTA would have a Ribbon cutting ceremony on October 15, 2024, from 1:00 p.m. until 2:30 p.m. for the grand opening of the 27th Street Highway 82 Underpass Project. He stated that it would take place at the Southwest quadrant of the intersection on the side of the property

adjacent to the school district's property. He noted that Senator Michael Bennett was planned to be in attendance, as well as Director Shoshana Lew from Colorado Department of Transportation (CDOT), as well as members of the Board who are able to attend.

Ravenschlag continued on, stating that during the budget presentation earlier in the meeting, it referenced Colorado Statehouse Bill 24 B-1001. This was a result of the August, 2024 special session, and was something that staff continues to work on with RFTA bond counsel on reviewing.

Ravenschlag noted that this measure will impact the 2025 tax year, which reflects the 2026 collection year. He noted that there are aspects of this legislation that will constrain the growth of revenues from property taxes. RFTA will continue to work to understand the calculations of how those caps work, and if there are exceptions to work through.

RFTA was notified by the Federal Transit Administration (FTA), in April, that it was a recipient of the Commitment to Sustainability Award. The formal presentation occurred the previous week in Anaheim, California at the Transform Conference. David Johnson, Director of Planning, was in attendance and accepted the award from the Deputy FTA Administrator, Veronica Vanderpool.

Ravenschlag noted that year-to-date, RFTA was 3.7% up in ridership over last year, and anticipated surpassing over 5 million riders by year end.

Laird asked if there was any update regarding the tax question that Dan Blankenship was working on.

Ravenschlag stated that legislature was out of session, so it was unclear how much progress they would be able to make on that; however, he stated that he would reach out to Blankenship and have an update for the next Board meeting.

8. Executive Session:

- A. Issue:** 1) Pursuant to C.R.S. 24-6-402 4(e)(I): Determining positions that may be subject to negotiations; developing strategy for negotiations and instructions for negotiators: RFTA-ATU Collective Bargaining Agreement

McQueeney moved to adjourn from the Regular Board Meeting into the Executive Session, and Shenk seconded the motion. The motion was unanimously approved. Executive Session began at 10:48 a.m.

Staff Present: Kurt Ravenschlag, COO; Michael Yang, CFAO, Erin Kemp, Chief Human Resources Officer; Craig Dubin, CoS; David Pesnichak, COO; Paul Taddune, General Counsel; Kim Wells, Executive Assistant; Sarah Adey, Esq., Employers Council Attorney, Labor Relations.

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

No action was taken during the Executive Session, which adjourned at 11:01 a.m.

9. Board Governance Process:

- A. Appoint Vice-Chair as Acting Board Chair Until the Next Scheduled Election in January, 2025**

Paul Taddune noted that the issue at hand was related to Board governance due to the vacancy in the Board Chair position. He explained that, according to the Bylaws, the Vice-Chair assumes the Chair's duties in the event of such a vacancy. Taddune suggested that the preferred approach might be to leave the Chair position unfilled until January, allowing the Vice-Chair to perform the Chair's duties in accordance with the Bylaws until the January meeting. He also pointed out that the Bylaws impose term limits, restricting each Chair and Vice-Chair to two consecutive terms. Given this, he recommended that the Vice-Chair position remain unfilled until all elections take place and a new Board is formed in January, ensuring the RFTA Board operates in accordance with the Bylaws, with the Vice-Chair continuing to act in place of the Chair when the Chair position is vacant.

Taddune also mentioned that Kaup was serving on the West Mountain Regional Housing Coalition, and her position on the committee would need to be filled. It was noted that RFTA would decide which Board member should replace Shelley on the committee at the January 9, 2025, Board meeting.

Regarding the Carbondale representative position, Laird stated that he would continue to keep the Board updated as necessary, as he currently represents Carbondale and will officially represent RFTA starting in January 2025.

10. Issues to be Considered at Next Meeting:

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

12. Adjournment:

Laird moved to adjourn from the October 10, 2024 RFTA Board meeting, and Shenk seconded the motion. The motion was unanimously approved.

The October 10, 2024 RFTA Board Meeting adjourned at 11:16 a.m.

Respectfully Submitted:

Nicole R. Schoon
Secretary to the RFTA Board of Directors

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

Meeting Date:	November 14, 2024
Subject:	Resolution No. 2024-17: Authorization for the Roaring Fork Transportation Authority to Amend the Existing Intergovernmental Agreement with the City of Glenwood Springs for Maintenance Responsibilities of the 27 th Street and SH 82 Underpasses
Strategic Outcome:	1.0 ACCESSIBILITY & MOBILITY 2.0 SAFE CUSTOMERS, WORKFORCE & GENERAL PUBLIC
Strategic Objective:	1.1 Rio Grande Railroad Corridor/Rio Grande Trail is appropriately protected, utilized and accessible to all users 1.2 Trail and transit users move safely, quickly and efficiently 2.1 The Public is safe and comfortable using RFTA services, at RFTA facilities and on RFTA property
Presented By:	Ben Ludlow, Interim Capital Projects Director
Staff Recommendation:	Approve Resolution 2024-17, which authorizes the CEO to negotiate and execute an amendment to the existing Intergovernmental Agreement with the City of Glenwood Springs for Maintenance Responsibilities of the 27 th St. and SH 82 Underpasses.
Executive Summary:	This amendment will define the areas of maintenance that are required by RFTA and the City of Glenwood Springs as a result of construction of the SH 82 and 27 th St. underpasses.
Background/Discussion:	See Executive Summary above.
Governance Policy:	Board Governance Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	RFTA will commit funds for yearly maintenance as part of the budget approval process.
Exhibits/Attachments:	<ol style="list-style-type: none"> 1. Exhibit - 27th COGS RFTA IGA Amendment - Resolution 2024-17 2. Exhibit - 27th COGS RFTA IGA Amendment - Signature Page 3. Attachment - 27th IGA Amendment-Signature Page–Maintenance Map 4. Attachment - Hwy82PUP-IGA-ExhibitA-Maintenance 5. Attachment - Hwy82PUP-IGA-ExhibitB-Ownership 6. Attachment - IGA RFTA 27th Street Pedestrian Crossing RFTA Signed

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2024-17**

**AUTHORIZATION FOR THE ROARING FORK TRANSPORTATION AUTHORITY TO AMEND THE
EXISTING RFTA AND THE CITY OF GLENWOOD SPRINGS INTERGOVERNMENTAL AGREEMENT FOR
THE 27TH ST. AND SH 82 UNDERPASSES**

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

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

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

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

WHEREAS, the Roaring Fork Transportation Authority (RFTA) and the City of Glenwood Springs entered into an Intergovernmental Agreement to construct and maintain the 27th Street and State Highway 82 pedestrian underpasses on the 2nd day of September 2021.

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 completion and Maintenance of the 27th Street and State Highway 82 underpasses project.
3. The Board of Directors of RFTA authorizes the expenditure of funds necessary for continued maintenance of the underpasses during their useful lives.
4. The 27th Street and State Highway 82 Underpasses 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.
5. The RFTA Board of Directors hereby authorizes the CEO to negotiate and execute the amendment of the existing Intergovernmental Agreement with the City of Glenwood Springs for Maintenance Responsibilities of the 27th Street and State Highway 82 Underpasses.

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

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

By: _____
Greg Poschman, Vice-Chair, acting as Chair

I, the Secretary of the Board of Directors (the "Board") of the Roaring Fork Transportation Authority (the "Authority") do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on November 14, 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 November, 2024.

Nicole R. Schoon, Secretary to the RFTA Board

**FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF
GLENWOOD SPRINGS AND THE ROARING FORK TRANSPORTATION AUTHORITY TO
CONSTRUCT AND MAINTAIN THE 27TH STREET AND STATE HIGHWAY 82 PEDESTRIAN
UNDERPASSES**

THIS FIRST AMENDMENT TO IGA ("1st Amendment") is made and entered into effective as of the 14th day of November 2024, regardless of the day actually signed, by and between the CITY OF GLENWOOD SPRINGS, COLORADO (the "City") and the ROARING FORK TRANSPORTATION AUTHORITY ("RFTA"), both "Parties" to the IGA dated September 2, 2021.

WHEREAS, the Parties entered into the Intergovernmental Agreement ("IGA") effective as of September 2, 2021, regarding construction, and maintenance of certain real property along SH82, 27th St., and the Rio Grande Corridor; and

WHEREAS, as a part of the IGA, the City designed and constructed the two Pedestrian Underpasses of State Highway 82 (SH82) and 27th Street (hereinafter, "Project") located in the right of ways of State Highway 82 (CDOT), 27th Street (City) and Rio Grande Corridor (RFTA) located in the City of Glenwood Springs, CO; and

WHEREAS, the Parties now desire to make the changes to the previous agreement for maintenance, funding, and items no longer relevant to the project.

NOW, THEREFORE, BE IT RESOLVED THAT, in consideration of the mutual covenants and agreements identified below, the Parties agree to this First Amendment to IGA as follows:

1. **Incorporation of Recitals.** The forgoing recitals are incorporated herein as if set forth in full.

2. **Section 2 Amendment.** Section 2b (Funding Matrix) of the IGA shall be amended to read as follows:

Source	Amount
RFTA 2040 Funds (including design efforts)	\$8,523,427
RFTA 2040 Service Reallocation	\$2.27 million
CDOT Multimodal Options Funds (MMOF)	\$1,050,392
CDOT Transportation Alternatives Program (TAP)	\$1.0 million
CDOT Regional Priority Project (RPP)	\$1.0 million
CDOT RAISE	\$6,020,468
CDOT ARP	\$2,000,000
City of Glenwood Springs	\$0.85 million

3. **Section 2 Amendment.** Section 2C Shall be removed.

4. **Section 2 Amendment.** Section 2F (Project Completion Date) of the IGA shall be amended to read as follows:

Contingent upon written concurrence with CDOT and City, and subject to RFTA's satisfaction that it meets RFTA requirements, RFTA will execute the contract with the selected construction contractor for the Project, with the goal of completing the Project by October 31, 2024.

5. **Section 2 Amendment.** Section 2N (CDOT Agreement) of the IGA shall be amended as follows:

RFTA will execute a Maintenance Intergovernmental Agreement for full responsibility of the SH82 Underpass.

6. **Section 7 Amendment.** Section 7 (Maintenance Responsibilities) of the IGA shall be amended as follows:

Maintenance Responsibilities. From the RFTA/CDOT intergovernmental agreement approved on 9/12/24 shown as exhibit C, the following responsibilities deemed as RFTA's will be shared by RFTA and the City.

RFTA and City to Maintain:

- All proposed work and improvements (retaining walls, boulder walls, pedestrian underpass, landscape walls, snow fence, steps, ramps, etc.) as associated with the construction of a pedestrian underpass.
- Any irrigation systems created by the Underpass project.
- Any irrigated landscaping created by the Underpass project.
- Pavement- minor maintenance (i.e. potholing and crack repair due to settlement of the concrete box culvert or associated pavement replacement).
- All lighting-including lighting along underpass and trails.
- Sidewalks - snow removal and maintenance.
- Any decorative aspects to retaining walls.
- All drainage structures and features associated with the underpass or trails.
- Any damage to the roadway that results from failure of aspects maintained by RFTA will be repaired at the expense of RFTA.
- Graffiti removal on the following: walls and pedestrian underpass.

Upon the final acceptance of the project the above responsibilities take effect. The above delineations apply only to new construction produced by the project. Existing unaltered appurtenances will continue to be maintained as they are currently.

City Responsibilities - See Exhibit B Maintenance-Amended.

Upon final completion of the project and reconciliation of project expenses between RFTA and grantors, City will assume maintenance responsibility for the following:

- SH82 Underpass, its approaches and sidewalk connections to 27th Street on the west side of highway 82 including trash removal, graffiti removal, lighting repair and structural repairs.
- All landscaped areas on the west side of SH82 that are served by the irrigation system.

- The irrigation system including utilities necessary for operation on the west side of SH82.
- The drainage system on the west side of SH 82.
- All walls on the west side of SH 82 not within the Rio Grande Corridor including repairs, maintenance, and graffiti removal.
- All hardscapes on the west side of SH82 in the 27th St. ROW including roadways, sidewalks, fencing, and guardrails for maintenance, repairs, trash, and graffiti removal.
- Snow removal on the 27th St. sidewalks adjacent to 27th St.
- Snow removal from the SH82 underpass to the west through the 27th St. underpass to 23rd St. on the Rio Grande Corridor.
- Trash and graffiti removal in the 27th St. underpass.

RFTA Responsibilities- See Exhibit B Maintenance-Amended.

- Structural, lighting, security system repairs and maintenance for the 27th St underpass.
- East portal, walls, stairs, sidewalk, ramp, snowmelt system, landscaping, utility room maintenance, repairs, trash, and graffiti removal.
- Snow removal and trash from the SH82 underpass plaza extending south on the Rio Grande trail.
- RFTA will continue to maintain the 27 BRT Station and associated landscaping adjacent to as the east portal.

Each party will take care of general day to day maintenance, such as trash/snow/graffiti removal, irrigation repairs, and plant/lighting replacement, with its own forces or contracted service in their areas of responsibility.

7. Section 8 Amendment. Section 8 (Site Utilities) shall be amended as follows Site Utilities.

Upon final completion of the Project and reconciliation of Project expenses, responsibility for payment of the following ongoing utility costs shall be split among RFTA, CDOT and City in the following manner:

- a. Security Cameras and Internet Wi-Fi service shall be provided by RFTA through the BRT Station connections.
- b. Utilities for traffic signal shall be borne by CDOT.
- c. Lighting electrical costs will be the responsibility of the City.
- d. The repair and maintenance of the Snowmelt system in the east portal and its associated utilities will the responsibility of RFTA.

8. Exhibit Amendment. Exhibit A to the IGA, shall be removed herein by this reference.

9. Exhibit Amendment. Exhibit B to the IGA, shall be amended by the attached *RFTA-GWS Exhibit B Maintenance – Amended*, incorporated herein by this reference.

10. Exhibit Amendment. Exhibit C to the IGA shall be added by the attached 27th RFTA CDOT IGA, incorporated herein by this reference.

11. **Public Record.** The Parties shall cause all documents necessary to this fulfill the purposes of this 1st Amendment to the IGA to be recorded in the Office of the Garfield County Clerk and Recorder.

12. **Preservation of Purpose and Survival.** No portion of this 1st Amendment to the IGA shall be read or understood to alter, amend, or terminate the purpose and intent of the IGA or the rights and responsibilities of the Parties created therein. This 1st Amendment to the IGA shall be understood to modify the IGA only to the extent necessary to achieve the objectives stated herein. Any conflict between the provisions of this 1st Amendment and the IGA shall be resolved by the Parties in a manner agreed to be the least disruptive to the preservation of the IGA's purpose.

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IN WITNESS WHEREOF, the City and RFTA have executed duplicate originals of this FIRST AMENINDMENT TO IGA.

ATTEST:

**CITY OF GLENWOOD SPRINGS,
COLORADO**

By: _____
Ryan Muse, City Clerk

By: _____
Ingrid Wussow, Mayor

Date: _____

Date: _____

ATTEST:

**ROARING FORK TRANSPORTATION
AUTHORITY**

By: _____
Nicole R. Schoon, Secretary to RFTA Board

By: _____
Kurt Ravenschlag, Chief Executive Officer

Date: _____

Date: _____

RFTA Board of Directors
“CONSENT” AGENDA SUMMARY ITEM # 5. B.

Date:	November 14, 2024
Subject:	Resolution No. 2024-18: Authorization for the Roaring Fork Transportation Authority to Amend the Existing Intergovernmental Agreement with the Colorado Department of Transportation for West Glenwood Transit Center Portion of the RAISE Grant
Strategic Outcome:	1.0 ACCESSIBILITY AND MOBILITY 2.0 SAFE CUSTOMERS, WORKFORCE & GENERAL PUBLIC 5.0 SATISFIED CUSTOMERS
Strategic Objective:	1.5 Identify and reduce barriers to riding transit and accessing trails 1.6 Provide convenient connections to key activity centers in service area 2.1 The Public is safe and comfortable using RFTA services, at RFTA facilities and on RFTA property 5.7 Provide clean and well-maintained facilities, trails and equipment
Presented By:	Ben Ludlow, Capital Projects Interim Director
Staff Recommendation:	Approve Resolution 2024-18, which authorizes the CEO to negotiate and execute an amendment to the existing Intergovernmental Agreement with the Colorado Department of Transportation for the West Glenwood Transit Center portion of the RAISE grant.
Executive Summary:	This amendment changes the scope of the work authorized by CDOT under the RAISE Grant. The scope change specifically removes the building from the project grant requirements and only includes all parking areas, roadways, utilities, and hardscapes. This amendment better fits CDOT’s area of expertise which primarily does not include buildings.
Governance Policy:	The Board Governance Policy 4.3.4. states, “The Board will attend to consent agenda items (those items delegated to the CEO yet required by law or contract to be Board-approved) as expeditiously as possible.” The Board Governance Policy 2.10.6. states, “Supply for the Board’s Consent Agenda, along with applicable monitoring information, all decisions delegated to the CEO yet required by law, regulation or contract to be Board approved.”
Fiscal Implications:	There is no change to the required local match for this project which is 1.5 Million dollars.
Exhibits/Attachments:	1. Exhibit – WG Transit Center IGA Amendment 1 - Resolution 2024-18 2. Exhibit – WG Transit Center IGA Amendment 1 - Signature Page 3. Attachment – CDOT-RFTA Original Executed IGA 331003278-Signature Page

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2024-18**

**AUTHORIZATION FOR THE ROARING FORK TRANSPORTATION AUTHORITY TO AMEND THE
EXISTING INTERGOVERNMENTAL AGREEMENT WITH THE COLORADO DEPARTMENT OF
TRANSPORTATION FOR WEST GLENWOOD TRANSIT CENTER PORTION OF THE RAISE GRANT**

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

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

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

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

WHEREAS, the Roaring Fork Transportation Authority (RFTA) and the City of Glenwood Springs entered into an Intergovernmental Agreement to construct the West Glenwood Transit Center on March 28, 2024.

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 completion West Glenwood Transit Center.
3. The Board of Directors of RFTA authorizes the expenditure of funds necessary for construction of the West Glenwood Transit Center.
4. The RFTA Board of Directors hereby authorizes the CEO to negotiate and execute the amendment of the existing Intergovernmental Agreement with the Colorado Department of Transportation.

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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 November, 2024.

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

By: _____
Greg Poschman, Vice-Chair, acting as Chair

I, the Secretary of the Board of Directors (the "Board") of the Roaring Fork Transportation Authority (the "Authority") do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on November 14, 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 November, 2024.

Nicole R. Schoon, Secretary to the RFTA Board

STATE OF COLORADO AMENDMENT

Amendment #: 1

Project #: TRG M535- 014

(25924) SIGNATURE AND COVER PAGE

State Agency Department of Transportation		Amendment Routing Number 24-HA3-XC-00010-M0002
Local Agency ROARING FORK TRANSP AUTHORITY		Original Agreement Routing Number 24-HA3-XC-00010
Agreement Maximum Amount \$6,300,000.00	Agreement Performance Beginning Date March 28, 2024	
	Initial Agreement expiration date January 10, 2034	

THE PARTIES HERETO HAVE EXECUTED THIS AMENDMENT

Each person signing this Amendment represents and warrants that he or she is duly authorized to execute this Amendment and to bind the Party authorizing his or her signature.

STATE OF COLORADO Jared S. Polis, Governor Department of Transportation Shoshana M. Lew, Executive Director _____ Keith Stefanik, P.E., Chief Engineer Date: _____	
LOCAL AGENCY ROARING FORK TRANSP AUTHORITY By: _____ *Signature Name: _____ Kurt Ravenschlag Title: _____ Chief Executive Officer Date: _____	SECOND LOCAL AGENCY SIGNATURE, IF NEEDED ROARING FORK TRANSP AUTHORITY By: _____ *Signature Name: _____ (Print Name) Title: _____ (Print Title) Date: _____

In accordance with §24-30-202 C.R.S., this Amendment is not valid until signed and dated below by the State Controller or an authorized delegate.

STATE CONTROLLER Robert Jaros, CPA, MBA, JD By: _____ Department of Transportation Amendment Effective Date: _____
--

1. PARTIES

This Amendment (the “Amendment”) to the Original Agreement shown on the Signature and Cover Page for this Amendment (the “Agreement”) is entered into by and between the Local Agency and the State.

2. TERMINOLOGY

Except as specifically modified by this Amendment, all terms used in this Amendment that are defined in the Agreement shall be construed and interpreted in accordance with the Agreement.

3. EFFECTIVE DATE AND ENFORCEABILITY

A. Amendment Effective Date

This Amendment shall not be valid or enforceable until the Amendment Effective Date shown on the Signature and Cover Page for this Amendment. The State shall not be bound by any provision of this Amendment before that Amendment Effective Date, and shall have no obligation to pay the Local Agency for any Work performed or expense incurred under this Amendment either before or after the Amendment term shown in **§3.B** of this Amendment

B. Amendment Term

The Parties’ respective performances under this Amendment and the changes to the Agreement contained herein shall commence on the Amendment Effective Date shown on the Signature and Cover Page for this Amendment and shall terminate on the termination of the Agreement.

4. PURPOSE

This Agreement provides funds to add the W Glenwood Transit Site to RFTA’s current design-build construction contract for the Glenwood Maintenance Facility renovation. The Parties now wish to update the Scope of Work.

5. MODIFICATIONS

A. This Amendment replaces the Scope of Work as shown in the attached Exhibit A-1.

B. Exhibit A-1 is made part of the original Agreement and replaces Exhibit A.

6. LIMITS OF EFFECT

This Amendment is incorporated by reference into the Agreement, and the Agreement and all prior amendments or other modifications to the Agreement, if any, remain in full force and effect except as specifically modified in this Amendment. Except for the Special Provisions contained in the Agreement, in the event of any conflict, inconsistency, variance, or contradiction between the provisions of this Amendment and any of the provisions of the Agreement or any prior modification to the Agreement, the provisions of this Amendment shall in all respects supersede, govern, and control. The provisions of this Amendment shall only supersede, govern, and control over the Special Provisions contained in the Agreement to the extent that this Amendment specifically modifies those Special Provisions.

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EXHIBIT A-1
SCOPE OF WORK

Name of Project: RAISE Child W. Glenwood Transit Center

Project Number: TRG M535-014

SubAccount #: 25924

The West Glenwood Transit Center Site Project will consist of site grading, utilities, roadwork, retaining walls, and parking for areas surrounding and adjacent to the new West Glenwood Transit Center building.

Planned Construction Substantially Completion and Open to Traffic Date: July 1, 2029

If ARPA funds are used, all ARPA funds must be encumbered by December 31, 2024. All work funded by ARPA must be completed by December 31, 2026 and all bills must be submitted to CDOT for payment by January 31, 2027. These bills must be paid by CDOT by March 31, 2027.

By accepting funds for this Scope of Work, Local Agency acknowledges, understands, and accepts the continuing responsibility for the safety of the traveling public after initial acceptance of the project. **Local Agency is responsible for maintaining and operating the scope of work described in this Exhibit A constructed under this Agreement at its own cost and expense during its useful life.**

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

Meeting Date:	November 14, 2024
Subject:	Resolution 2024-19: Authorization to Submit a Grant Application to the CY25 Colorado Department of Local Affairs (DOLA) Energy/Mineral Impact Assistance Fund (EIAF) Grant Program for the Glenwood Springs Maintenance Facility (GMF)/Regional Transit Center (RTC) Underground Storage Tanks Replacement Project.
Strategic Outcome:	2.0 SAFE CUSTOMERS, WORKFORCE & GENERAL PUBLIC 6.0 ENVIRONMENTAL SUSTAINABILITY
Strategic Objective:	2.1 The Public is safe and comfortable using RFTA services, at RFTA facilities and on RFTA property 2.2 Ensure safe work environment for all RFTA employees 2.3 The general public has a positive perception of the safety of RFTA services 6.1 Trail and transit users enjoy environmentally friendly equipment and facilities
Presented By:	David Johnson, Director of Planning
Staff Recommendation:	<ul style="list-style-type: none"> • Submit Grant Application to the CY25 Colorado Department of Local Affairs (DOLA) Energy/Mineral Impact Assistance Fund (EIAF) Grant Program for the Glenwood Springs Maintenance Facility (GMF)/Regional Transit Center (RTC) Underground Storage Tanks Replacement Project. • Approve a required local match commitment of \$1.0 million, per Resolution 2024-19, See Exhibit 1.
Executive Summary:	Originally constructed over 20 years ago, the Glenwood Maintenance Facility had 5 underground storage tanks. In 2017 one of the tanks failed due to settling and had to be replaced. In 2022 another tank failed and has been abandoned in place. In 2023, 1 tank has shown a small failure of the outside double wall due to settlement and complete failure is imminent. 2 of the remaining tanks have not shown issues but based upon the failures to date, it appears that all of the tanks were not properly installed due to the poor soils at the GMF. The current tanks are proposed to be replaced, ahead of their 30-year useful life, in a slightly different location.
Background/Discussion:	<p>The 8-phase master planned GMF/RTC project remains RFTA's highest priority capital facility project. This facility will allow RFTA to keep pace with current and future ridership demand, expand administrative and operational capacity and help the agency prepare for transition to a 100% ZEV fleet by 2050, as outlined in the RFTA Zero Emission Fleet Transition Plan.</p> <p>The five underground storage tanks were originally installed around 2005 when RFTA constructed the GMF building. They are located just southwest of the existing, open-air bus inspection canopy. Staff intend to install new tanks about 200' to the east, underneath the existing canopy, to free up additional facility expansion space in the future, as well as provide overhead protection to avoid water or contaminant infiltration into the new tanks</p>

	<p>The Colorado Department of Local Affairs (DOLA) Energy/Mineral Impact Assistance Fund Grant (EIAF) program assists political subdivisions that are socially and/or economically impacted by the development, processing, or energy conversion of minerals and mineral fuels. Funds come from the state severance tax on energy and mineral production and from a portion of the state's share of royalties paid to the federal government for mining and drilling of minerals and mineral fuels on federally-owned land. The Fall Cycle 25-03 opens November 1st, 2024, applications are due no later than December 2nd. Here is a draft project schedule:</p> <p>Draft Schedule:</p> <ul style="list-style-type: none"> • Grants are accepted Nov. 1st through Dec. 2, 2024 • Staff to issue construction RFP in early 2025 • DOLA Grant awards projected for March 25, 2025 • Contract with construction team in early April 2025 • Commence construction in late April 2025 • Project completion in late 2025 <p>The timing of the DOLA grant award does not coincide optimally with the project schedule. DOLA requires that grantees do not obligate funds until a grant agreement is in place, which will likely occur in June 2025. Meanwhile, RFTA must award construction contracts in the spring, or risk losing qualified contractors and escalating construction bids—to the point of offsetting the grant benefit. If this timing cannot be mitigated and, if the scheduling impacts the delivery of other projects on site, RFTA may be in the position of rescinding the grant.</p>
Governance Policy:	RFTA Board Governing Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	Per grant program guidelines, staff will request a total of \$1 million in EIAF funds, with a local match requirement of \$1 million, for a total grant project cost estimate of \$2 million. As of the November Board meeting, Staff does not have an official design/engineering cost estimate; however, based on a similar project at the AMF, including cost inflation, staff estimates that this project could cost \$7 million to \$8 million. <i>Additional budget may need to be appropriated in 2025, pending potential construction unknowns once the project commences.</i>
Exhibits/Attachments:	1. Exhibit 1 - Underground Storage Tanks - Resolution 2024-19

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2024-19**

**AUTHORIZATION TO SUBMIT A GRANT APPLICATION TO THE CY25 COLORADO DEPARTMENT OF
LOCAL AFFAIRS (DOLA) ENERGY/MINERAL IMPACT ASSISTANCE FUND (EIAF) GRANT PROGRAM
FOR THE GLENWOOD SPRINGS MAINTENANCE FACILITY (GMF)/REGIONAL TRANSIT CENTER (RTC)
UNDERGROUND STORAGE TANKS REPLACEMENT PROJECT**

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

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

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

WHEREAS, the Roaring Fork Transportation Authority (RFTA) is a political subdivision of the State of Colorado, and therefore an eligible applicant for grants awarded by the Colorado Department of Local Affairs (DOLA); and

WHEREAS, the RFTA Board of Directors supports the completion of the project if DOLA grants are 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 supports the grant applications and will appropriate a local match of up to \$1 million, if awarded.
3. If the grants are awarded, the RFTA Board of Directors supports the completion of the project.
4. The Board of Directors of RFTA authorizes the expenditure of funds necessary to meet the terms and obligations of any grant awarded pursuant to a Grant Agreement.

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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 November, 2024.

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

By: _____
Greg Poschman, Vice-Chair, acting as Chair

I, the Secretary of the Board of Directors (the "Board") of the Roaring Fork Transportation Authority (the "Authority") do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on November 14, 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 November, 2024.

Nicole R. Schoon, Secretary to the Board

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

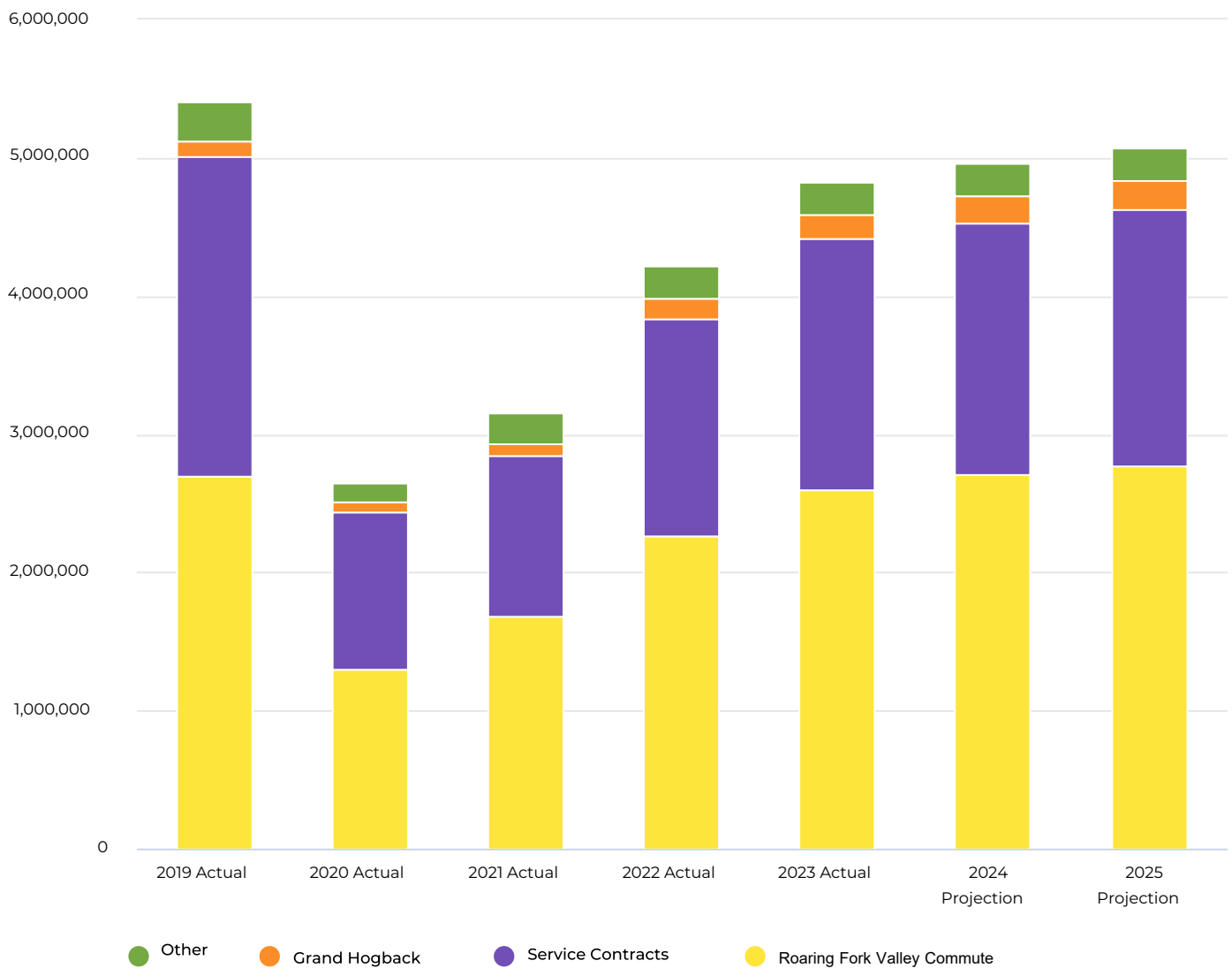
Meeting Date:	November 14, 2024
Agenda Item:	2025 3 rd Draft Budget Presentation
Strategic Outcome:	4.0 FINANCIAL SUSTAINABILITY
Strategic Objective:	4.1 Ensure fiscal integrity
Presented By:	Paul Hamilton, Director of Finance David Carle, Budget Manager
Staff Recommendation:	Approve prioritization and assumptions of the 2025 Budget with revisions as the Board feels necessary
Executive Summary:	<p>At the August 2024 Board meeting, staff presented the 2025 budget initiatives, assumptions and issues.</p> <p>The 3rd draft of the 2025 budget has been prepared based on the approved budget initiatives and assumptions. The budget is a work-in-progress document and will be refined from September through November as more actual expenditure and revenue data becomes available, which may affect the General Fund’s 2024 forecast.</p> <p>The 3rd draft of the 2025 budget is presented in the following order (with updates highlighted in yellow)</p> <ul style="list-style-type: none"> • Services • Challenges, Issues, and Opportunities • Consolidated Financial Overview • Estimated Revenue Composition and Assumptions • Budgeted Expenditures by Program/Department and Assumptions • Budgeted Other Financing Sources/Uses • Staffing • Major Goals • Fund Balance • Objectives & Key Results • Background information
Background/Discussion:	See Summary Above.
Governance Policy:	The Board Governance 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:	Limited resources will require prioritization of Authority’s projects; revenues and expenditures assumptions could affect Fund balance.
Exhibits/Attachments:	<ol style="list-style-type: none"> 1. Exhibit – 2025 RFTA Budget – 3rd Draft Presentation 2. Attachment - 2025 3rd Draft Budget – PowerPoint Presentation

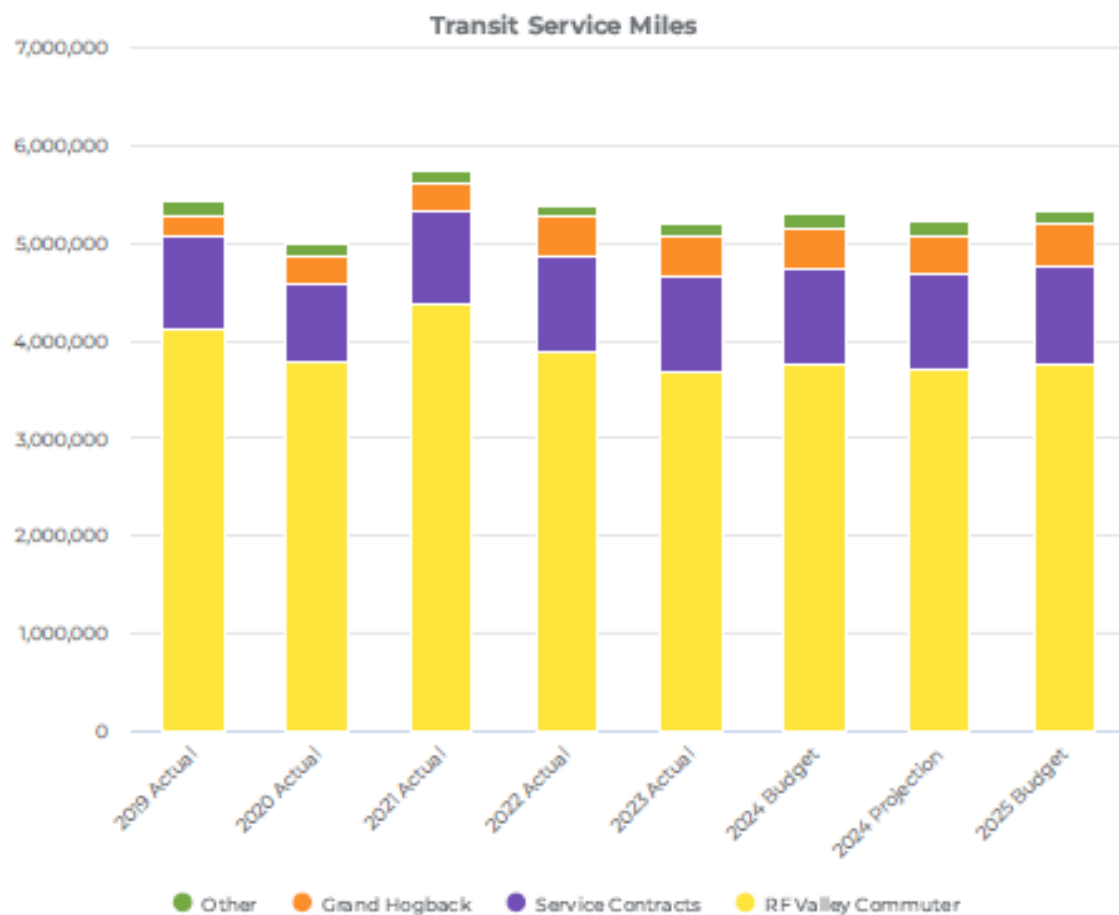
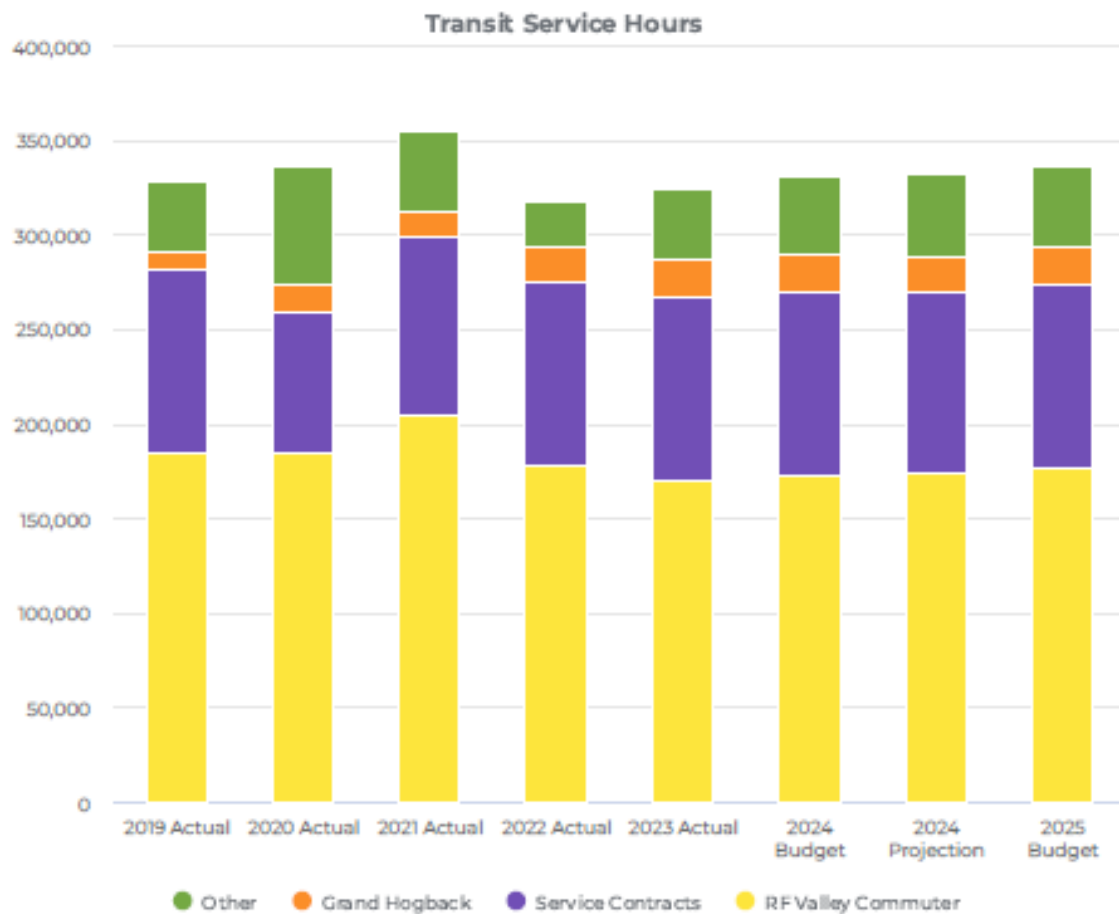
2025 RFTA BUDGET – 3rd DRAFT PRESENTATION

1. Services

- The 3rd draft of the 2025 budget is based on 2024 service levels with updates for seasonal changes, and minor true-up modifications to hours and miles to several services compared to the 2nd draft. Staff will continue work with RFTA's service contract partners for any potential changes will be reflected in the 4th draft budget.
- The 2025 3rd draft budget transit service hours and miles reflect a 0.7% and 2.3% increase over 2024 projections, respectively.

Ridership





2. Challenges, Issues, and Opportunities

- **Construction Projects:** RFTA anticipates three major construction projects will be completed by the end of 2024, which will result in increased operating costs to support and maintain the facilities for a full year in 2025.
 - *Glenwood Springs Maintenance Facility (GMF) Phases, 3, 4, 5 and 7 Project:* Staffing and operational costs for a full budget year related to the opening of Glenwood Maintenance (GMF) facility expansion, which is estimated to open in October/November 2024. This project includes a new operations center, a multi-fuel Fueling and Bus Wash Facility, and a sixty bus-storage building.
 - *RFTA 27th Street Pedestrian Underpass:* Impacts of operating and maintenance costs for a full budget year of the 27th Street and Highway 82 Pedestrian Underpasses Project, located at the intersection of 27th Street and Highway 82 in Glenwood Springs, which is estimated to open in October 2024. Staff is currently working with the City of Glenwood Springs to determine allocation of operating and maintenance costs. This project includes reconfiguration of the Rio Grande Trail, drainage improvements, and construction of two underpasses under 27th Street and Highway 82.
 - *Iron Mountain Place:* Impacts of operating and maintenance costs for employee housing located in Glenwood Springs, which is estimated to open in December 2024. This project includes 42 employee housing units. This will reduce RFTA's need to lease third party rental units.
- **Other Initiatives Currently Underway:** Staff is currently monitoring the following initiatives for potential budgetary needs, in order to advance priority action items that require funding:
 - Housing Policy and Program Study
 - CEO Transition – Organizational Restructure (updates included in 3rd draft)
 - ERP (Enterprise Resource Planning) Software Implementation (updates included in 3rd draft)
 - GMF Phases 6a, 6b, and 8 Project - Design and Construction (updates included in 3rd draft)
- **Property Tax Revenues:** Staff continues to monitor potential legislative efforts at the state level, e.g. HB24B-1001, to provide property tax relief for homeowners and businesses, which could reduce RFTA's property tax revenues. Based on bond counsel guidance, impact would be for 2025 tax year with collections in 2026 budget year.
- **Staffing Levels:** RFTA ended the 2024/2025 winter season approximately 2 bus operators below its budget target, this is a noticeable improvement over 2023/2024 winter season, which was approximately 40 bus operators below target. RFTA's diligent hard work has led to an increase in bus operator staffing levels. Currently there are approximately 20 more bus operators in **October 2024**, as compared to **October 2023**. It remains a continued focus and challenge to meet/maintain staffing goals given the current labor market along with the high cost of living and scarcity of affordable housing in the region. Staff will continue to monitor RFTA's workforce readiness level to deliver the baseline transit service plan.

- As the **economy** moves along, the rate of growth appears to be slowing down. If any indicators exist of a downturn in the economy that result in estimated shortfalls in revenue, then the Authority has the ability to act as it had done so during the Great Recession between 2009 and 2011 or utilize operating reserves, as needed, until the economy recovers.



- Sales and Use Tax** revenues are the Authority's primary source of revenue and may be volatile with increases and decreases varying among each member jurisdiction.
 - The Authority relies on input from each member jurisdiction for assumptions and trend analysis during budget preparation. Staff consulted with each member jurisdiction's Finance Department to receive preliminary sales tax estimates for 2025. Of the eight jurisdictions, staff has received assumptions and estimates from all eight jurisdictions. As a result, the preliminary 2025 overall sales tax projection includes a 2.2% increase compared to the 2024 forecast.
 - Use tax is projected to **decrease by 2.8%** compared to the 2024 forecast.
- Property Tax** revenues for the 2024 tax year, with collections in 2025, which will have the following impacts:
 - The full 2.65 mill levy is included in the 2025 3rd draft budget. As a result, the preliminary 2025 property tax revenues include a **1.8% decrease** compared to the 2024 forecast, based on preliminary August information received from the County Assessors.
 - Colorado law requires a two-year reassessment cycle for all property, and all properties are reassessed every odd-number year. Therefore, the 2024 tax year (2025 collections) is not a reassessment year. Staff works closely with the Assessors in Pitkin, Eagle, and Garfield Counties to obtain preliminary and final assessed valuations for RFTA's district.
- Transit fuel** prices, for 2025, management will continue to utilize fixed price transit diesel fuel contracts for a majority of its fuel needs to manage fuel volatility. Currently, both unleaded gasoline and diesel contracts have been executed for RFTA's 2025 fuel needs. For the 3rd draft budget, the weighted average price for unleaded gasoline includes a 6.5% increase and no change to diesel based on fixed forward contracts for 2025 compared to 2024. As fuel prices will remain volatile, staff will continue to partner with its fuel vendor to monitor pricing and opportunities to lock in future fuel needs. For CNG fuel, staff are estimating a decrease in production and delivery costs and will monitor any legislative efforts related to the Alternative Fuel Credit, as this credit from the Inflation Reduction Act of 2022 expires on December 31, 2024.
- Health care** costs continue to increase. RFTA's County Health Pool renewal rates reflect a 12% increase in health insurance premiums, a 1.5% increase in dental, and no change in vision insurance premiums. **Staff has included small modifications in the 3rd draft to the employer-employee share of health care cost increases: employee cost % of PPO Employee +1 and PPO Family coverage increased from 16% to 17%, and employee cost % for HDHP Employee Only coverage increased from 0% to 3%.**
- Compensation**, historically, the high cost of living in the Roaring Fork Valley has challenged the Authority's ability to hire and retain qualified personnel. Management continues to review and refine

RFTA's compensation package with respect to wages, incentive programs, and benefit enhancements, including employee housing, in order to remain competitive in the local job market. Staff will provide any recommendations for pay adjustments, including the timing of implementation, to the Board as part of the 2025 budget process. The current Collective Bargaining Unit ("CBU"), comprised of full-time bus operators, contract expires at the end of 2024. Negotiations for the new CBU contract are currently in process, which will determine scheduled pay increases for the 2025 budget.

- **Destination 2040:** 2025 will be the third full year as RFTA and its partners continue to implement the 2023-2028 **Regional Bikeshare Plan**. Planning efforts for expansion will continue for the City of Glenwood Springs while operating and capital support will continue for the existing systems in the Aspen, Snowmass Village, Pitkin County, Basalt, Eagle County, and Carbondale. The chart below reflects the preliminary financing plan for the operating and capital funding for 2025:

Total 2025 Bikeshare Operations and Capital Funding	RFTA	RFTA Existing WE-cycle Funding Commitment	Net RFTA Share	WE-cycle	EOTC	FLMMR Grant Funding	Local	Total
Total 2025 Bikeshare Indirect and Direct Operations Funding	\$ 1,105,567	\$ 207,618	\$ 1,313,185	\$ 203,247	\$ 140,000	\$ 268,654	\$ 494,614	\$ 2,419,699
Total 2025 Bikeshare Planning Funding	\$ 3,310	\$ -	\$ 3,310	\$ -	\$ -	\$ 9,000	\$ 9,000	\$ 21,310
Total 2025 Bikeshare Startup Operations	\$ 94,000	\$ -	\$ 94,000	\$ -	\$ -	\$ -	\$ -	\$ 94,000
Total 2025 Core Bikeshare Equipment Funding	\$ 218,742	\$ -	\$ 218,742	\$ -	\$ -	\$ 246,578	\$ 246,578	\$ 711,898
Total 2025 Bikeshare Support Equipment Funding	\$ 106,015	\$ -	\$ 106,015	\$ -	\$ -	\$ 31,993	\$ 31,993	\$ 170,001
Total 2025 Bikeshare Replacement and Maintenance Equipment Funding	\$ 45,130	\$ -	\$ 45,130	\$ -	\$ -	\$ 5,641	\$ 5,641	\$ 56,413
Total 2025 Bikeshare Funding - All Sources	\$ 1,572,764	\$ 207,618	\$ 1,780,382	\$ 203,247	\$ 140,000	\$ 561,866	\$ 787,826	\$ 3,473,321

- The 2025 budget 3rd draft includes the following WE-Cycle items:
 - **\$2.1** million in contributions for annual ongoing indirect and direct operating funding, planning funding, and startup operations, included in Administrative costs;
 - \$654,100 in contributions for capital, startup equipment, and capital replacement costs, of which \$384,000 deposit is planned to be contributed in 2024, included in Capital outlay
 - **\$561,900** in First and Last Mile Mobility (FLMM) grant funding contributions included in both Administrative and Capital outlay.
 - **\$927,800** in Local Government Contributions from the EOTC and member jurisdictions contributions.
 - The Authority's net cash contribution to 2025 Bikeshare Operations and Capital Financing Plan is \$2.3 million.
- **First and Last Mile Mobility (FLMM) Grant Program:** This grant program will enable RFTA to serve as a granting agency that helps "kick-start" new FLMM projects in the region in partnership with its member jurisdictions. FLMM Grant Application Forms are required to be completed by members seeking financial support. The deadline for requests related to the 2025 budget year was the end of June 2024. Staff reviewed the grant applications and provided the chart below to the Board at the August 8th Board meeting, which reflects a total request of approximately \$2,052,386, which was incorporated into 2025 2nd draft budget.

2025 Summary of FLMM Grant Requests (Updated August 4, 2024)

Applicant	Project Title	Summary	Amount Requested	Total Cost
Town of Carbondale	We-Cycle Bike Share	2025 Capital and Operating \$166,281 Operating Request \$840 Capital Request \$1,010 R&ME Request Commitment Requested from We-Cycle: \$168,131	\$84,066 (50%)	\$166,281 Operating + \$840 Capital + \$1,010 R&ME: \$168,131
Town of Carbondale	Carbondale Downtowner	Micro Transit Operations for 12 months of 2025	\$336,713 (50%)	\$673,425
Town of Basalt	Basalt Connect	Micro Transit Operations for 12 months of 2025	\$289,237 (50%) (Does not include CASTA grant)	\$578,474 (Does not include \$29,756 CASTA Grant, when available and awarded) Total cost with CASTA grant, if awarded: \$608,230
Town of Basalt	We-Cycle Bike Share	2025 Capital and Operating \$96,531 Operating Request \$68,152 Capital Request \$15,534 Support Equipment Request \$6,504 R&ME Request Commitment Requested from We-Cycle: \$186,721	\$78,361 (41.9%)	\$96,531 Operating + \$68,152 Capital + \$15,534 Support + \$6,504 R&ME + - \$30,000 existing = \$156,721
Town of Snowmass Village	We-Cycle Bike Share	2025 Capital and operating \$90,488 Operating Request \$18,000 Planning \$328,558 Capital Request \$10,874 Support Equipment Request \$739 R&ME Request Commitment Requested from We-Cycle: \$448,659	\$224,330 (50%)	\$90,488 Operating + \$18,000 Planning + \$328,558 Capital + \$10,874 Support + \$739 R&ME = \$448,659
City of Aspen	WE-Cycle Bike Share	2025 Capital and Operating \$249,551 Operating Request \$96,833 Capital Request \$29,854 Support Equipment Request \$1,010 R&ME Request Commitment Requested from We-Cycle: \$377,248	\$112,480 (29.9%)	\$249,551 operating + \$96,833 Capital + \$29,854 Support Equipment + \$1,010 R&ME - \$150,960 existing = \$226,288
Eagle County	WE-cycle Bike Share	2025 Capital and Operating \$82,293 Operating Request \$7,824 Support Equipment Request \$1,010 R&ME Request Commitment Requested from We-Cycle: \$91,127	\$23,063 (25.5%)	\$82,293 operating + \$7,824 Support Equipment + \$1,010 R&ME - \$45,000 existing = \$46,127
Pitkin County	We-Cycle Bike Share	2025 Capital and Operating \$78,123 Operating Request \$1,010 R&ME Request Commitment Requested from We-Cycle: \$79,133	\$39,566 (50%)	\$78,123 Operating + \$1,010 R&ME = \$79,133
City of Glenwood Springs	The 6th Street Corridor Improvements Project	6 th Street from Maple St. to Olive St. – Protected Bike Lanes (Bike Connection from Grand Ave Bike/Ped Bridge to RGS stops at La Quinta / Rosie's Bavarian Restaurant + RRFBS at Roundabout)	\$464,570.40 (8.1%)	Funding Sources: \$464,570.40 RFTA FLMM + \$1,167,000 CDOT RMS Grant + \$2,297,948.40 DDA Funding + \$1,800,000 COGS = \$5,729,518.80
City of Glenwood Springs	Glenwood Springs On-Demand Transit Pilot	Micro Transit Operations for 12 Months of 2025	\$400,000 (50%)	\$800,000
FLMM Award Total			\$2,052,386.40	

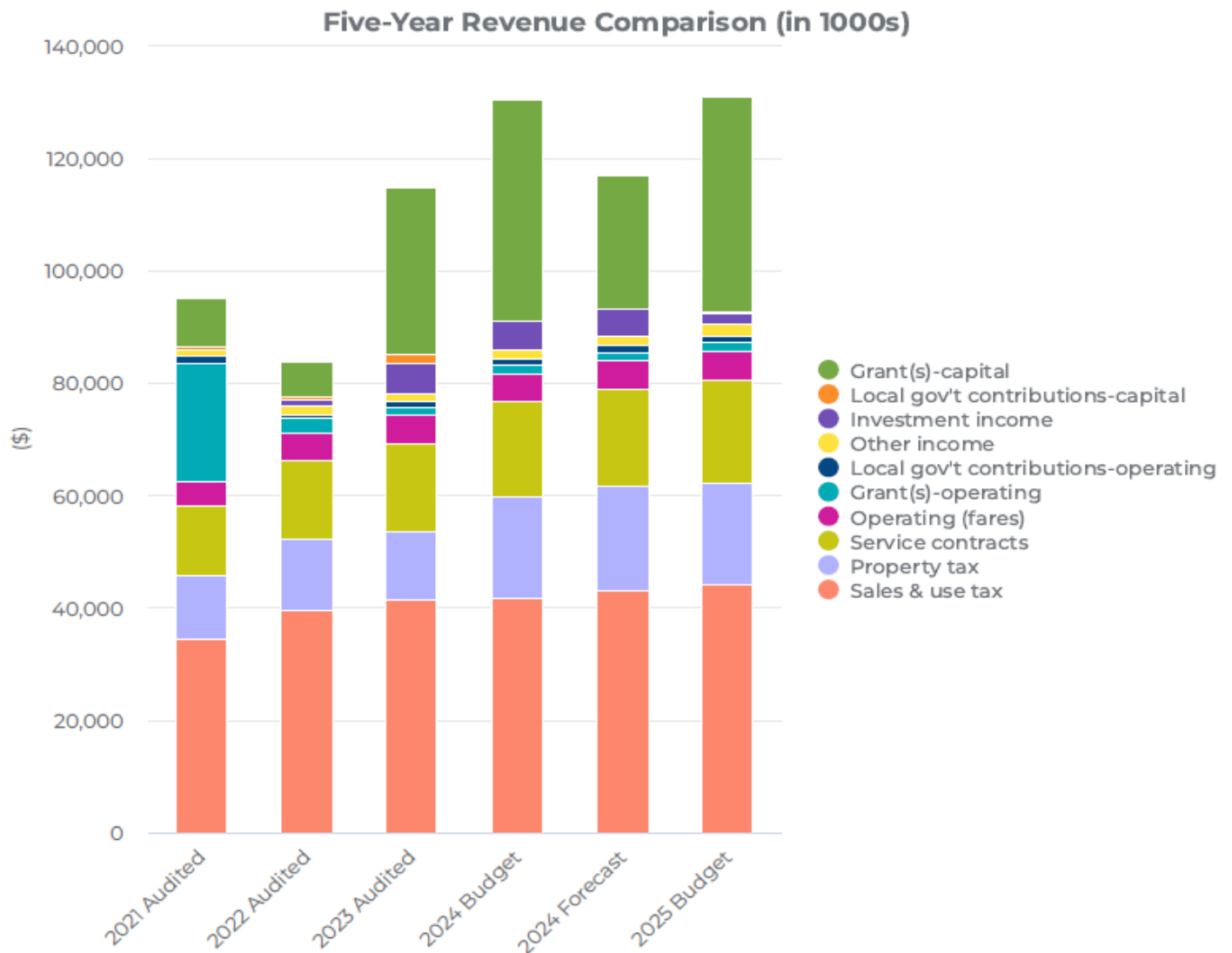
- With the capital-intensive nature of the transit industry, management continues to develop funding strategies for short- and long-term **capital replacement and improvement needs**. Funding strategies include a combination of financing options, pursuing grant opportunities, pay-go using fund balance, seeking additional revenue, and reducing operating costs. The **Destination 2040 Plan** has secured additional funding through property tax revenues and increased bonding authority. Management has implemented service enhancements, design/planning efforts, and construction for multiple capital projects. RFTA issued bonds in 2021 to fund the Glenwood Maintenance Facility (GMF) Expansion Project (Phases 2, 3, 4, 5, & 7) and 27th Street Parking Expansion Property Acquisition. As RFTA experiences increasing project costs due to inflation, staff continues to monitor and prioritize the various projects in the Plan and funding needed to deliver those projects.

3. Consolidated Financial Overview

(in 1,000s)	General Fund	Service Contracts	Bus Stops/ PNR SRF	Mid Valley Trails SRF	Debt Service Fund	2025 Draft Budget	%
Beginning fund balance (Budget)	\$ 80,626	\$ -	\$ -	\$ 358	\$ 920	\$ 81,904	
Revenues:							
Sales and use tax	43,946	-	-	125	-	44,071	34%
Property tax	18,311	-	-	-	-	18,311	14%
Service contracts	-	18,336	-	-	-	18,336	14%
Operating revenue	5,065	-	-	-	-	5,065	4%
Grant revenue - operating	1,438	30	-	-	-	1,468	1%
Grant revenue - capital	38,141	-	-	-	-	38,141	29%
Local gov't contributions - operating	1,269	-	-	-	-	1,269	1%
Local gov't contributions - capital	348	-	-	-	-	348	0%
Other income	1,291	-	545	-	106	1,942	1%
Investment income	1,998	-	-	-	-	1,998	2%
Total revenues	\$ 111,807	\$ 18,366	\$ 545	\$ 125	\$ 106	\$ 130,949	100%
Program expenditures:							
Fuel	\$ 2,343	\$ 886	\$ -	\$ -	\$ -	\$ 3,229	2%
Transit	48,636	17,666	1,906	-	-	68,207	45%
Trails & Corridor Mgmt	1,337	-	-	-	-	1,337	1%
Subtotal operating exp.	\$ 52,316	\$ 18,552	\$ 1,906	\$ -	\$ -	\$ 72,773	48%
Capital	72,966	-	-	-	-	72,966	48%
Debt Service	1,876	-	-	-	4,386	6,262	4%
Total expenditures	\$ 127,158	\$ 18,552	\$ 1,906	\$ -	\$ 4,386	\$ 152,001	100%
Other financing sources	\$ 18,197	\$ 186	\$ 1,361	\$ -	\$ 4,280	\$ 24,024	
Other financing (uses)	(5,826)	-	-	-	-	(5,826)	
Change in Fund Balance	\$ (2,980)	\$ 0	\$ -	\$ 125	\$ -	\$ (2,854)	
Ending fund balance	\$ 77,646	\$ 0	\$ -	\$ 483	\$ 920	\$ 79,050	

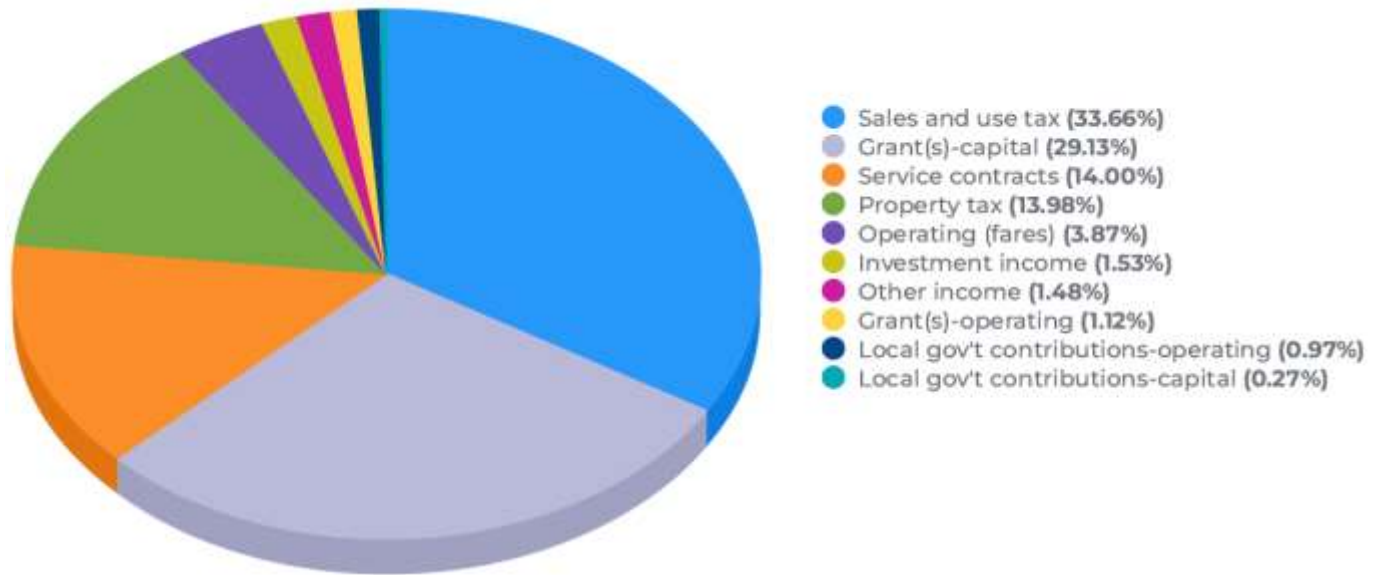
For an explanation of each fund, please refer to the Background section at the end of this report.

4. Estimated Revenue Composition & Assumptions



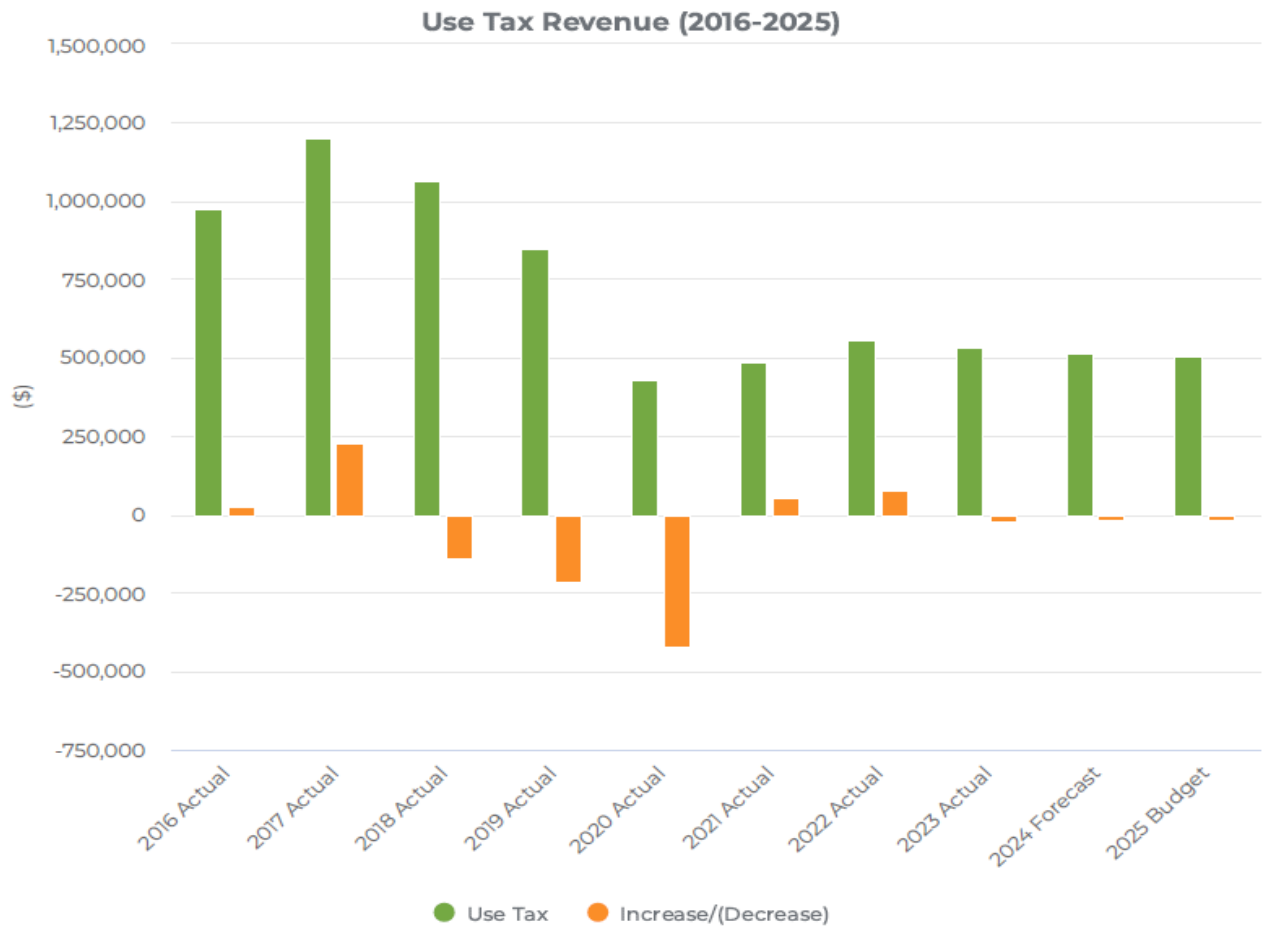
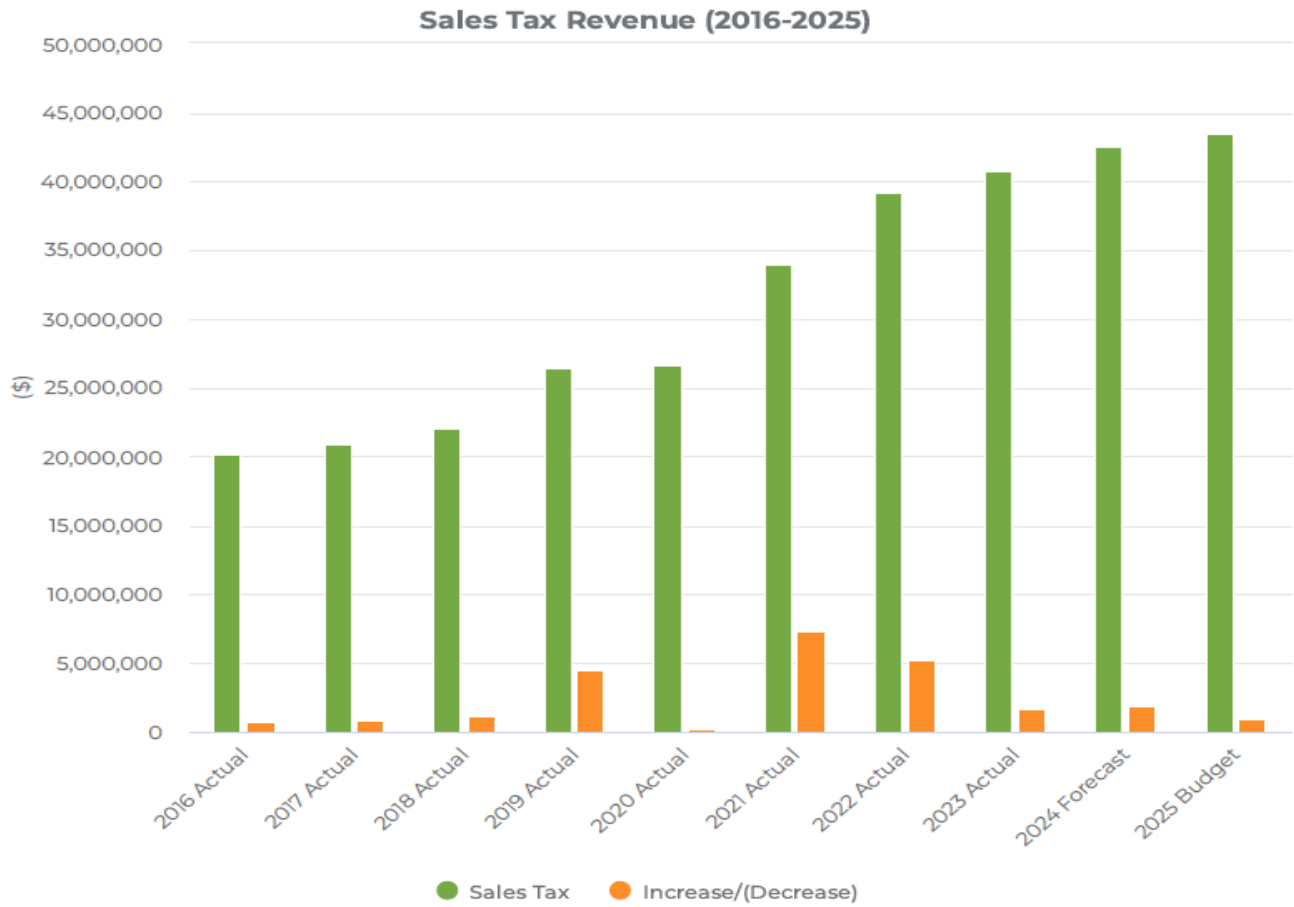
							25/24 Budget	
	2021	2022	2023	2024	2024	2025 Draft		
Revenues (in 1000s)	Audited	Audited	Audited	Budget	Forecast	Budget	\$ Dif	% Dif
Sales and use tax	\$ 34,528	\$ 39,800	\$ 41,372	\$ 41,718	\$ 43,136	\$ 44,071	\$ 2,353	6%
Property tax	11,409	12,390	12,330	17,963	18,656	18,311	348	2%
Service contracts	12,405	14,297	15,713	17,219	17,097	18,336	1,117	6%
Fare Revenue	4,136	4,536	4,992	4,794	5,041	5,065	271	6%
Grant revenue - operating	20,979	2,831	1,281	1,618	1,618	1,468	(150)	-9%
Local gov't contributions - operating	1,374	560	1,112	1,155	1,155	1,269	115	10%
Other income	1,340	1,444	1,480	1,578	1,623	1,942	364	23%
Investment income	34	1,382	5,134	4,868	5,011	1,998	(2,870)	-59%
Subtotal Revenues - Operating	\$ 86,204	\$ 77,241	\$ 83,414	\$ 90,913	\$ 93,336	\$ 92,460	\$ 1,547	2%
Local gov't contributions - capital	130	331	1,705	27	27	348	320	1173%
Grant revenue - capital	8,608	6,071	29,646	39,355	23,790	38,141	(1,214)	-3%
Subtotal Revenues - Capital	\$ 8,739	\$ 6,403	\$ 31,350	\$ 39,382	\$ 23,817	\$ 38,489	\$ (894)	-2%
Total	\$ 94,943	\$ 83,644	\$ 114,764	\$ 130,296	\$ 117,153	\$ 130,949	\$ 653	1%

2025 Estimated Revenue Composition (in 1000s)

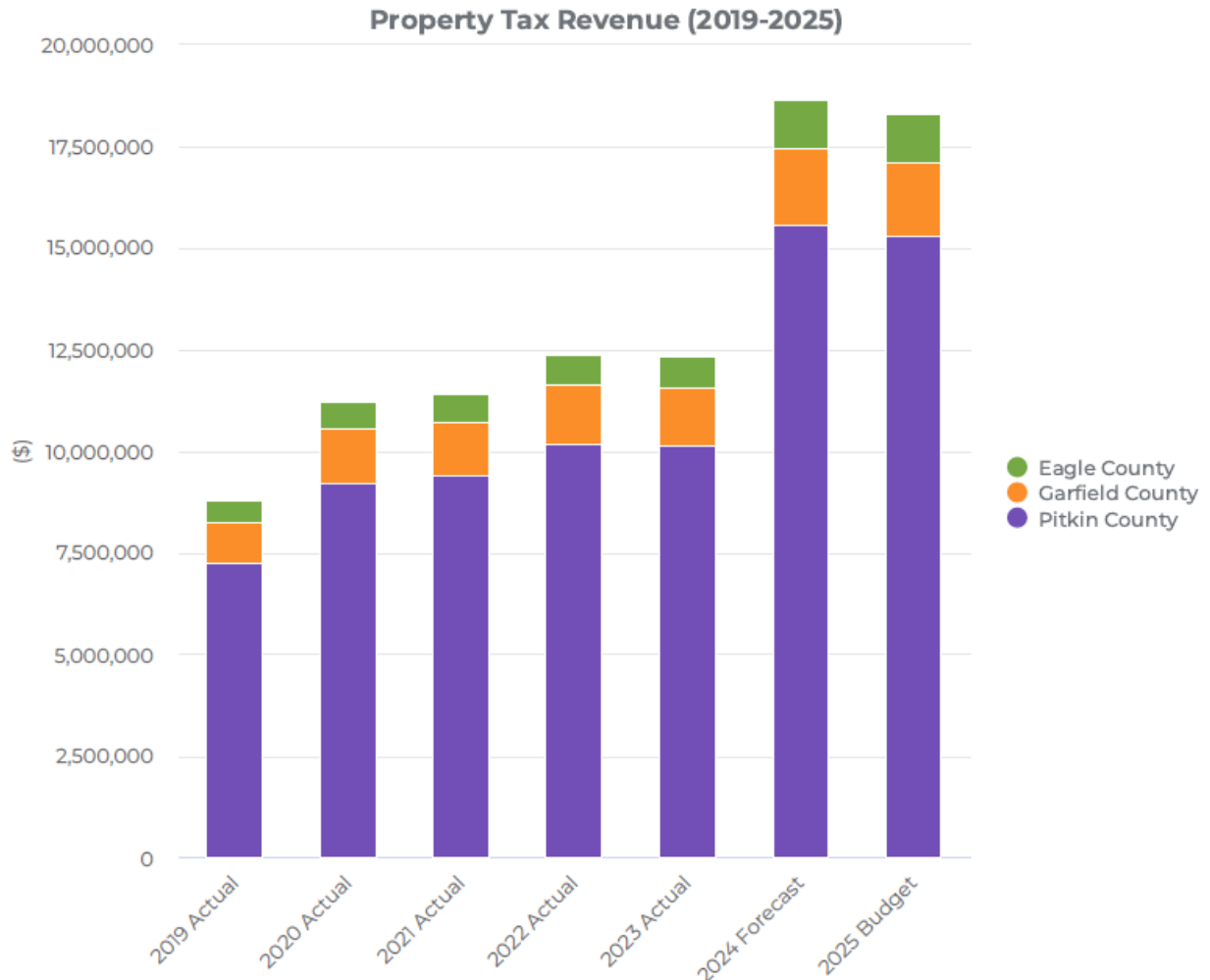


- **Sales Tax** revenues are dedicated taxes collected from member jurisdictions based on intergovernmental agreements. The chart below shows *preliminary* estimates by jurisdiction as of **October** 2024:

Member Jurisdictions	2025 % Increase / (Decrease)
Aspen	+2.0%
Basalt	+1.0%
Carbondale	0.0%
Glenwood Springs	+5.0%
Eagle County	+2.0%
New Castle	+1.0%
Pitkin County	+2.0%
Snowmass Village	+3.0%



- **Property tax revenues** are collected by the County Treasurer in Pitkin, Eagle and Garfield Counties within RFTA's member jurisdictions. Based on the preliminary data received from Pitkin, Eagle and Garfield Counties, the preliminary assessed property value decreases are <1.6%>, <1.9%>, and <3.3%>, respectively. The Assessors' Offices indicated that updated preliminary certifications will be provided by November 1 and Final certifications of assessed valuations will occur in December. Staff continues to monitor legislative efforts at the state level, specifically HB24B-1001 and quantify the impacts to RFTA's property tax revenues, which are not expected to occur until the 2026 budget year.

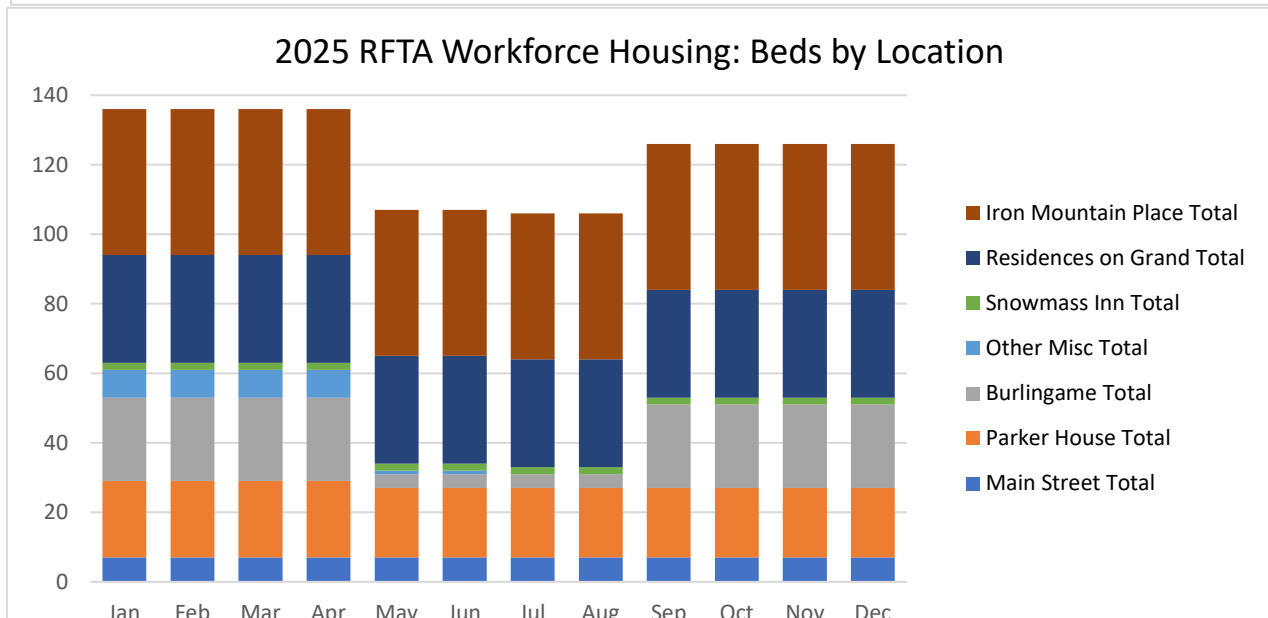
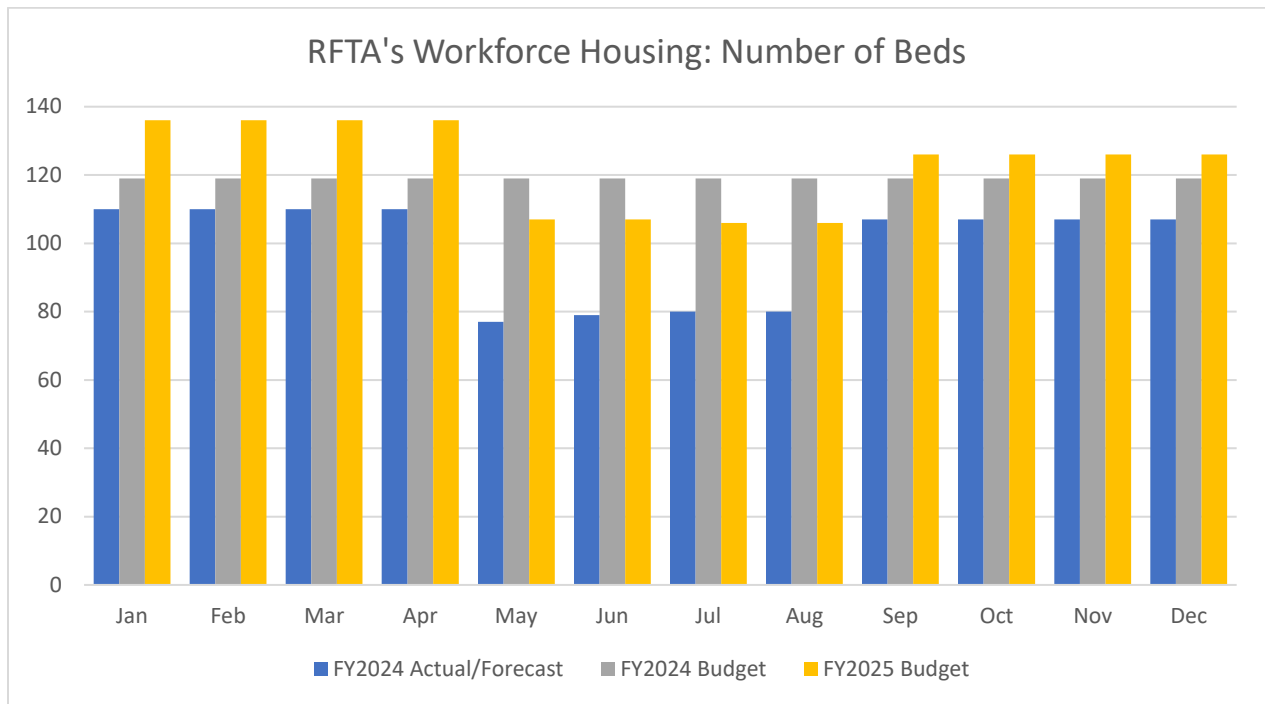


- **Service contract revenues** are for service contract agreements based on hours and miles by route for each agreement and are billed on monthly basis. The Authority has service contract agreements with the Aspen Skiing Company, the City of Aspen, the City of Glenwood Springs and Garfield County (Traveler Program);
 - The Authority estimates hours and miles by route for each service contract agreement and calculates costs in accordance with each service contract agreement. Staff continues to work closely with its partners to make any modifications to service levels.
- **Operating revenues** are for transit fares collected primarily from regional routes, Highway 82 and the I-70 Corridor, as well as fares collected from the Maroon Bells Bus Tour;

- At this time, staff is estimating a **6%** increase in regional fare collections in 2025 over the 2024 budget, attributable to an increase in ridership. For the 2025 budget 3rd draft, fare revenues are relatively flat to the 2024 forecast.
- At this time, there is no fare adjustment assumed. Any fare changes directed by the Board will be considered and implemented following a 30-day public comment period and a Public Hearing.
- The Authority receives **operating and capital grant revenues** from the Federal Transit Administration and the Colorado Department of Transportation;
 - \$1,237,728 from **FTA Section 5311 operating grant** (flat from 2024; 2025 grant amounts are anticipated to be awarded later in 2024);
 - \$200,000 from **CDOT FASTER operating grant** (flat from 2024; 2025 grant amounts are anticipated to be awarded later in 2024);
 - **\$4,800,000 from FTA RAISE capital grant for construction of GMF Expansion Phase 6a**
 - **\$250,000 from State DOLA capital grant for construction of GMF Expansion Phase 6a**
 - **\$32,837,664 from FTA 5339 capital grant for construction of GMF Expansion Phases 6a, 6b, and 8**
 - **\$253,312 from FTA 5339 capital grant for purchase of two Traveler vehicles**
 - Staff will be seeking capital grant funds to assist funding various capital projects and purchases. Funds are appropriated after grants have been awarded. Additional grant revenues may be added before the final budget.
- **Local governmental contributions** are received to primarily assist in funding transit programs;
 - Assumes that **Garfield County's** support for the Grand Hogback bus service is \$544,500, or 10% lower than their \$605,000 contribution in 2024. RFTA and the County are in contact regarding any potential change in contribution. Due to rising costs of the service, RFTA is seeking an increase in support. However, early indications from county staff reflect a preliminary reduction due to constraints in 2025 funding. Staff presented its formal request to the Garfield County Board of County Commissioners in October and will wait for the final decision in November.
 - Assumes that the **City of Rifle's** support for the Grand Hogback bus service will remain the same at \$40,000. RFTA and the City are in contact regarding its 2025 contribution.
 - Assumes that the **EOTC** provides **\$140,000** and **RFTA member jurisdictions** provide \$503,614 in Operating contributions and \$284,213 in Capital contributions to support the Regional Bikeshare Plan:

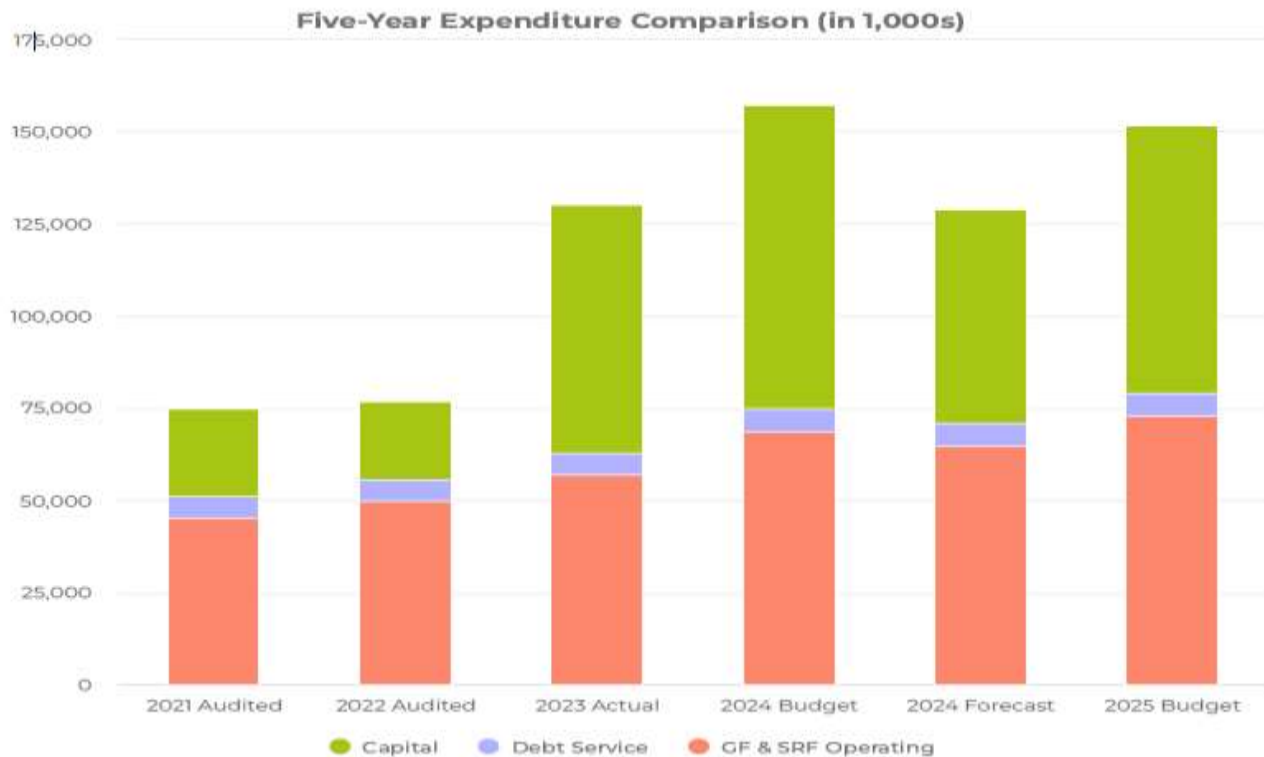
	2025		
	<u>Operating</u>	<u>Capital</u>	<u>Total</u>
City of Aspen	\$ 200,256	\$ 63,185	\$ 263,440
Pitkin County	39,062	505	39,566
Town of Basalt	63,266	45,095	108,361
Eagle County	63,647	4,417	68,063
Town of Carbondale	83,141	925	84,066
Town of Snowmass Village	54,244	170,086	224,330
Subtotal	\$ 503,614	\$ 284,213	\$ 787,826
EOTC	140,000	0	140,000
Total	\$ 643,614	\$ 284,213	\$ 927,826

- Assumes **Garfield County** capital contribution of \$63,328 for 20% of the purchase of two Traveler vehicles.
- **Other income** primarily consists of employee housing rental revenue in the General Fund, vehicle registration fees in the Bus Stop/Park & Ride Special Revenue Fund, and credits from the Federal Government representing a reimbursement on a portion of the interest paid on the Series 2012A and 2013B Qualified Energy Conservation Bonds in the Debt Service Fund.
 - Employee housing rental revenue currently assumes a 42% over the 2024 forecast, the 2025 3rd draft budget assumes an average of 123 beds per month. Staff expects to refine this assumption in conjunction with the new units becoming available at the Iron Mountain Place and the Housing Policy and Program Study currently underway.



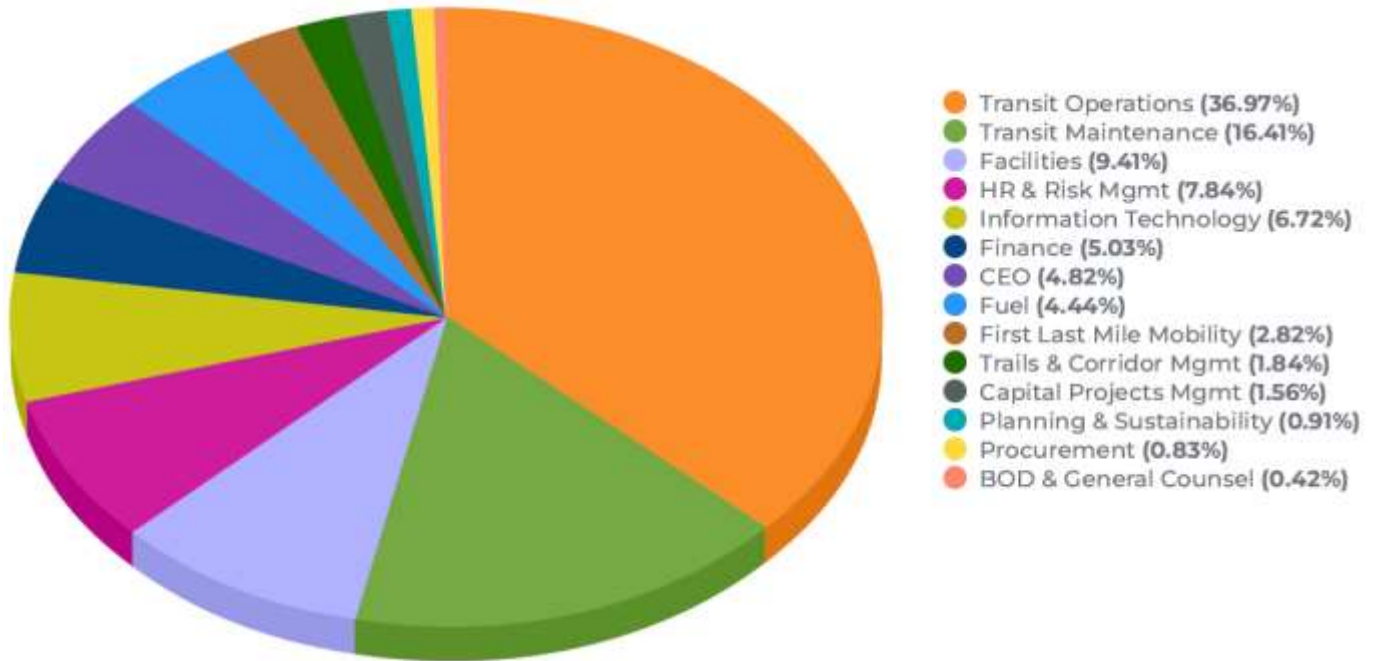
- Assumes vehicle registration fees will remain flat to the 2024 forecast.
- Assumes a 5.7% sequestration rate on refundable credits applicable to the Authority's Build America Bonds and the Qualified Energy Conservation Bonds. The sequestration rate is subject to change.

5. Expenditure by Program/Department & Assumptions



	2021	2022	2023	2024	2024	2025 Draft	25/24 Budget	
Expenditures (in 1000s)	Audited	Audited	Audited	Budget	Forecast	Budget	\$ Dif	% Dif
Fuel	1,209	1,605	1,744	2,594	1,964	2,343	(251)	-10%
Transit Maintenance	6,373	6,911	7,473	8,490	7,850	8,700	211	2%
Transit Operations	13,313	13,855	16,436	18,148	17,724	19,037	889	5%
Administration	7,073	7,689	8,592	12,743	11,546	13,883	1,140	9%
Facilities	2,824	2,800	3,074	3,890	3,463	3,605	(285)	-7%
Capital Projects Mgmt	-	-	-	391	390	1,132	741	190%
Attorney & Board of Directors	236	133	274	239	234	224	(14)	-6%
FLMM - Regional Bikeshare	198	720	1,380	1,489	1,489	2,054	565	38%
Trails & Corridor Mgmt	537	691	926	1,264	1,208	1,337	73	6%
Total GF Operating Expenditures	\$ 31,763	\$ 34,405	\$ 39,898	\$ 49,247	\$ 45,866	\$ 52,316	\$ 3,069	6%
SRF - Service Contracts	12,603	14,493	15,858	17,430	17,300	18,552	1,122	6%
SRF - Bus Shelter / PNR	787	913	1,152	1,759	1,639	1,906	147	8%
SRF - Mid Valley Trails	36	56	104	141	83	-	(141)	-100%
Total GF & SRF Operating Expenditures	\$ 45,189	\$ 49,866	\$ 57,012	\$ 68,577	\$ 64,889	\$ 72,773	\$ 4,196	6%
GF - Debt Service	2,609	1,530	1,709	1,882	1,882	1,876	(6)	0%
Debt Service Fund	3,304	4,400	4,397	4,394	4,394	4,386	(8)	0%
Total Debt Service	\$ 5,913	\$ 5,929	\$ 6,106	\$ 6,276	\$ 6,276	\$ 6,262	\$ (14)	0%
Total Operating & Debt Service	\$ 51,102	\$ 55,795	\$ 63,118	\$ 74,853	\$ 71,165	\$ 79,035	\$ 4,182	6%
GF - Capital Outlay	15,402	10,643	45,913	80,423	56,312	70,643	(9,780)	-12%
GF - FLMM Grant Program & Bikeshare	57	213	1,691	1,693	1,159	2,322	629	37%
SRF - Bus Shelter / PNR - Capital Outlay	-	-	-	187	136	-	(187)	0%
Capital Projects Fund	8,329	10,448	19,359	-	-	-	-	0%
Total Capital	\$ 23,789	\$ 21,303	\$ 66,963	\$ 82,304	\$ 57,608	\$ 72,966	\$ (9,338)	-11%
Total Expenditures - all funds	\$ 74,891	\$ 77,099	\$ 130,081	\$ 157,157	\$ 128,773	\$ 152,001	\$ (5,156)	-3%

2025 Budget Operating Expenditures by Department



Department (in 1,000s)	Fund			2025 Draft Budget	%
	General Fund	Service Contracts	Bus Stops/ PNR SRF		
Fuel	\$ 2,343	\$ 886	\$ -	\$ 3,229	4%
Transit Maintenance	8,700	3,241	-	11,941	16%
Transit Operations	19,037	7,867	-	26,904	37%
CEO	2,560	948	-	3,507	5%
Procurement	441	163	-	605	1%
Finance	2,672	989	-	3,661	5%
Planning & Sustainability	481	178	-	659	1%
HR & Risk Mgmt	4,161	1,541	-	5,702	8%
Information Technology	3,568	1,321	-	4,889	7%
Facilities	3,605	1,335	1,906	6,846	9%
Capital Projects Mgmt	1,132			1,132	2%
BOD & General Counsel	224	83	-	307	0%
Trails & Corridor Mgmt	1,337	-	-	1,337	2%
First Last Mile Mobility	2,054	-	-	2,054	2.8%
Total	\$ 52,316	\$ 18,552	\$ 1,906	\$ 72,773	100%

- **Compensation Adjustments:**

- The Collective Bargaining Unit (CBU) comprised of full-time CDL bus operators are subject to a scheduled pay increase, corresponding to each employee's anniversary date in accordance with their contract. The 3rd draft budget assumes 178 full-time CDL bus operators. The average increase results in an additional cost of base pay will be included after the Collective Bargain Agreement has been executed.
- For positions outside the CBU, the budget assumes a merit increase of up to 4% effective at each employee's annual performance review date, resulting in an additional cost of approximately \$494,000.

- **Community Partnership Grant Program: RFTA contributions to quasi-governmental or non-profit organizations that demonstrate that the use of RFTA funding will have a nexus to RFTA's mission of providing convenient, cost effective, and environmentally-friendly multi-modal public transit and trails services and programs. Total contributions will not be greater than \$50,000 individually or in the aggregate during any calendar year unless additional funding is approved by the Board. Requests for funding will be considered during RFTA's annual budget process.**

- The 3rd draft budget includes the following multi-year funding request that began in 2024:
 - **Garfield Clean Energy (GCE):** A three-year funding request beginning in 2024, subject to annual appropriation, to support three key program areas and projects: (1) Active Energy Management consultation services to RFTA for its facilities, and hosting of RFTA facilities on the Building Energy Navigator website, (2) Programs to promote active transportation, multi-modal transportation connecting transit and trails, and adoption of electric vehicles, and (3) Organizational administration, outreach, education, website and reporting. The multi-year funding request is \$45,000 for 2024, \$49,500 for 2025, and \$54,450 for 2026. GCE's programs for active transportation are aligned with RFTA's Accessibility and Mobility Strategic Outcome Area
- Staff has included the following additional grant funding requests in the 3rd draft budget:
 - **LOVA Trail:** \$10,000 contribution for Design and Construction of the LoVa trail, most importantly between New Castle and Glenwood Springs, which aligns with the RFTA Accessibility and Mobility Strategic Outcome Area.
 - **RTCC Group:** \$6,000 contribution that supports the local match required by CDOT for the 5310 Mobility Management Grant, used to employ a regional Mobility Manager who coordinates the RTCC group, runs a Call Center for NEMT, performs regular regional gaps in services assessments, and addresses regional gaps in service to older adults, people with disabilities, low-income individuals, and veterans. These services are aligned with RFTA's Strategic Objectives, particularly High Performing Smart Objective 7.7 – "Continually seek ways to improve business process and service delivery."

- **Capital Outlay:** approximately \$16.6 million in net capital outlay has been included in the 3rd draft budget:

Capital Expenditure by Project						
Description (in 1,000's)	Total Outlay	Lease Purch. Proceeds	Grant Proceeds	Local Gov't Proceeds	RFTA Share	Strategic Outcome
General Fund						
Transit						
GMF Expansion Phase 6b	\$ 35,424		\$ (28,339)		\$ 7,085	Environmental Sustainability
13 Coach Diesel Bus Replacements	18,197	\$ (18,197)			0	Accessibility and Mobility
GMF Expansion Phase 6a	10,071		(7,867)		2,204	Accessibility and Mobility
ERP Implementation	3,292				3,292	Sustainable Workforce
GMF Expansion Phase 8	2,102		(1,681)		420	Environmental Sustainability
First-Last Mile Mobility Grant Program	2,052				2,052	Accessibility and Mobility
Engine / Transmission rebuilds	618				618	Accessibility and Mobility
IT Equipment	344				344	Sustainable Workforce
2 Traveler Vehicles	317		(253)	\$ (63)	0	Accessibility and Mobility
WE-cycle Capital	270				270	Accessibility and Mobility
AMF Fire Suppression	168				168	Safe Customers, Workforce, and General Public
Safety Mitigation	50				50	Safe Customers, Workforce, and General Public
On-Board Survey	60				60	Accessibility and Mobility
Subtotal Transit	\$ 72,966	\$ (18,197)	\$ (38,141)	\$ (63)	\$ 16,564	
Capital Expenditures Total	\$ 72,966	\$ (18,197)	\$ (38,141)	\$ (63)	\$ 16,564	

- The project list currently includes: GMF Expansion Phases 6a, 6b, and 8 (net of capital grant awards and represent initial cost estimates from the grant award and are likely to change during the course of the solicitation process), 13 coach diesel bus replacements (with an assumed lease purchase), 2 Travel vehicles (net of capital grant award and local government contribution), Enterprise Resource Planning (ERP) implementation costs, engine and transmission rebuilds, Facilities equipment, various IT equipment and software, WE-cycle Capital Contributions, First-Last Mile Mobility Grants, safety mitigation costs, and triennial on-board survey.
- **Strategic Initiatives:** Staff develops strategic initiatives aimed at achieving the performance targets associated with objectives as identified by the RFTA Board. Strategic initiatives are included in the annual budget requests and, if funded, directly impact daily operations. Each task completed or dollar spent by RFTA should be linked to the Strategic Plan and, ultimately, to the organization's Mission and Vision. A strategic initiative committee reviews and prioritizes all strategic initiatives.

The committee received and reviewed 100 submitted strategic initiatives with a capital outlay or one-time cost of \$94.9 million and \$6.3 million in ongoing operations & maintenance costs. The committee used the 1st draft budget to identify funding parameters, and high priority strategic initiatives to be included in the 2nd draft budget for Board review, input, and approval. Management has reviewed the list of strategic initiatives and identified high priority projects and updated the 2nd draft budget to include approximately ~\$27.8 million of projects.

Management, as part of the strategic initiative process, has identified additional high priority projects / initiatives totaling approximately ~\$48.8 million that have been included in the 3rd draft budget. As staff continues to refine the revenue assumptions and operating budget over the course of the budget planning process, the project list will be updated accordingly based on priority.

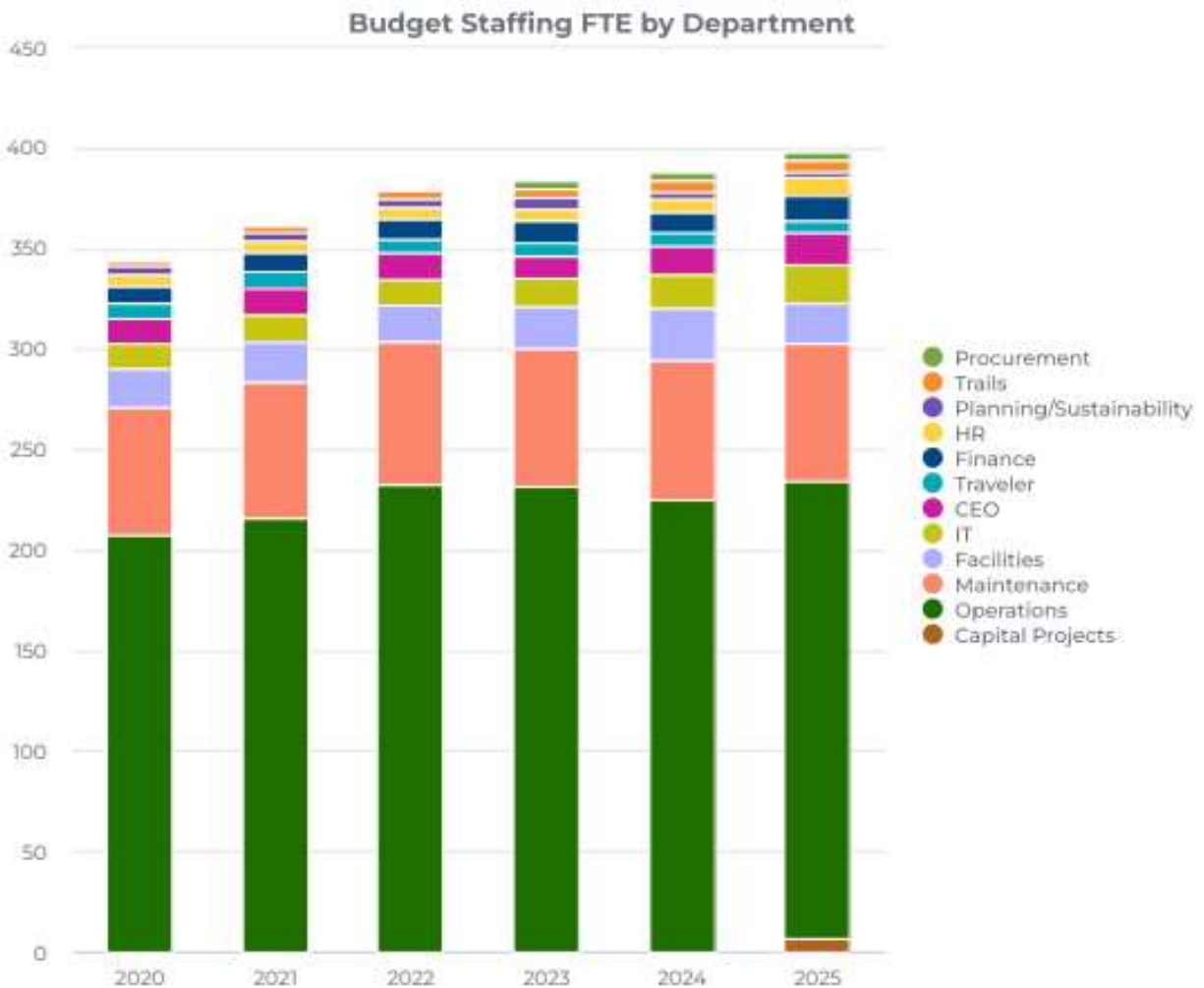
- Certain expenditures may be added into the budget through supplemental budget appropriation resolutions during the budget year when funding is available in the case where actual revenues exceed projections or capital grants are awarded.

6. Other Financing Sources and Uses Assumptions

- Approximately \$1,361,000 of current available resources is budgeted to be transferred from the General Fund to the **Bus Stops/Park and Ride** Special Revenue Fund to fund the costs to operate and maintain the BRT stations & park and rides and other stops.
- RFTA will continue to contribute to the **Traveler Program** on behalf of its members located in Garfield County as reflected by the budgeted transfer of approximately \$185,800 of current available resources from the General Fund to the Service Contract Special Revenue Fund.
- In accordance with bond resolutions, approximately \$4.28 million of current available resources will be transferred from the General Fund to the **Debt Service** fund which will be used to fund current debt service payments on RFTA's outstanding bonds from 2012, 2013, 2019 and 2021.

7. Staffing

- Assumes 397.9 full-time equivalents (FTEs) compared to 387.6 budgeted in 2024.



- Operations:** 178 full-time CDL and 4 full-time non-CDL bus operators are needed for the 2025 transit service level plan
- CEO: Increase one Project Manager for the ERP Implementation Project, added in 2024
- Finance:** Increase one Finance Operations Specialist and one Controller (start date: 6/1/25)
- IT:** Increase one ERP Administrator and one Systems Analyst (start date: 6/1/25)
- Planning/Sustainability:** Increase one Director (start date: 2/1/25)
- Includes movement of FTE's due to organizational restructure in the Fall of 2024
- Capital Projects FTEs, prior to 2025, were included in Facilities

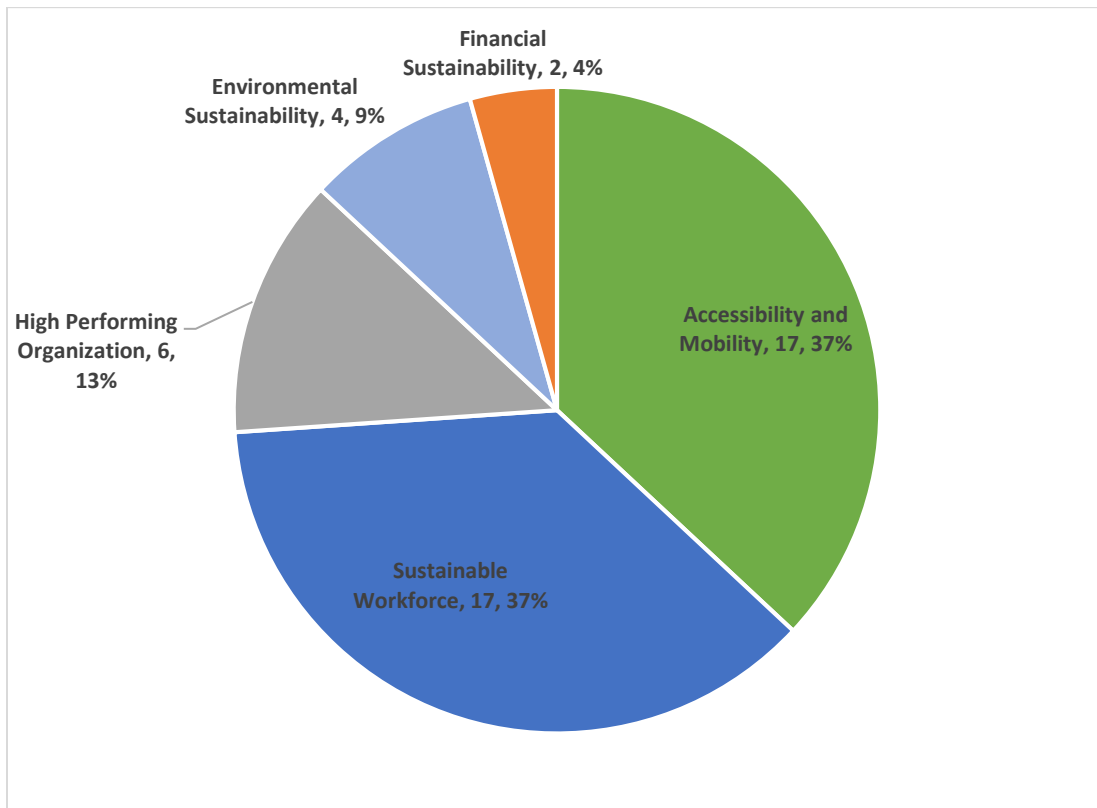
8. Major Goals

- 3rd year of the 2023 – 2028 Regional Bikeshare Plan
- Continued expansion of the First-Last Mile Mobility (FLMM) Grant Program
- 13 Diesel Bus Replacements
- Enterprise Resource Planning (ERP) Implementation and Administrative Support
- GMF Phases 6a, 6b, and 8
- CEO Transition – Organizational Restructure

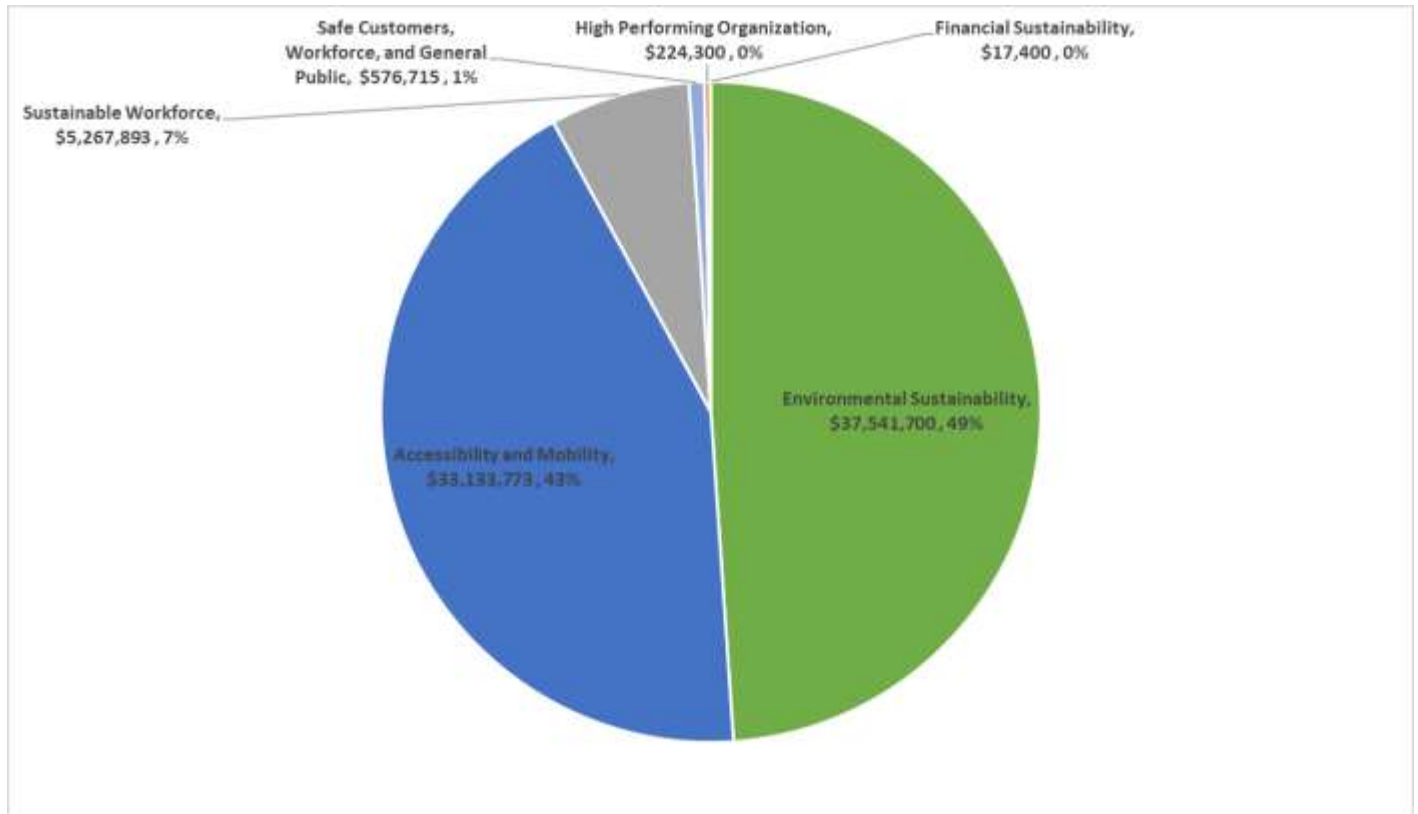
Priority items that have not been included in the 2025 budget:

- GMF Underground Storage Tanks
- AMF Bus Wash
- IMP Lease Purchase Financing
- Housing Policy and Program

Preliminary Number of Key Initiatives by Outcome Area:



Preliminary Estimated Budget for Key Initiatives by Outcome Area:



Notable projects included in the 2024 budget, which are expected to be continued in 2025 due to timing:

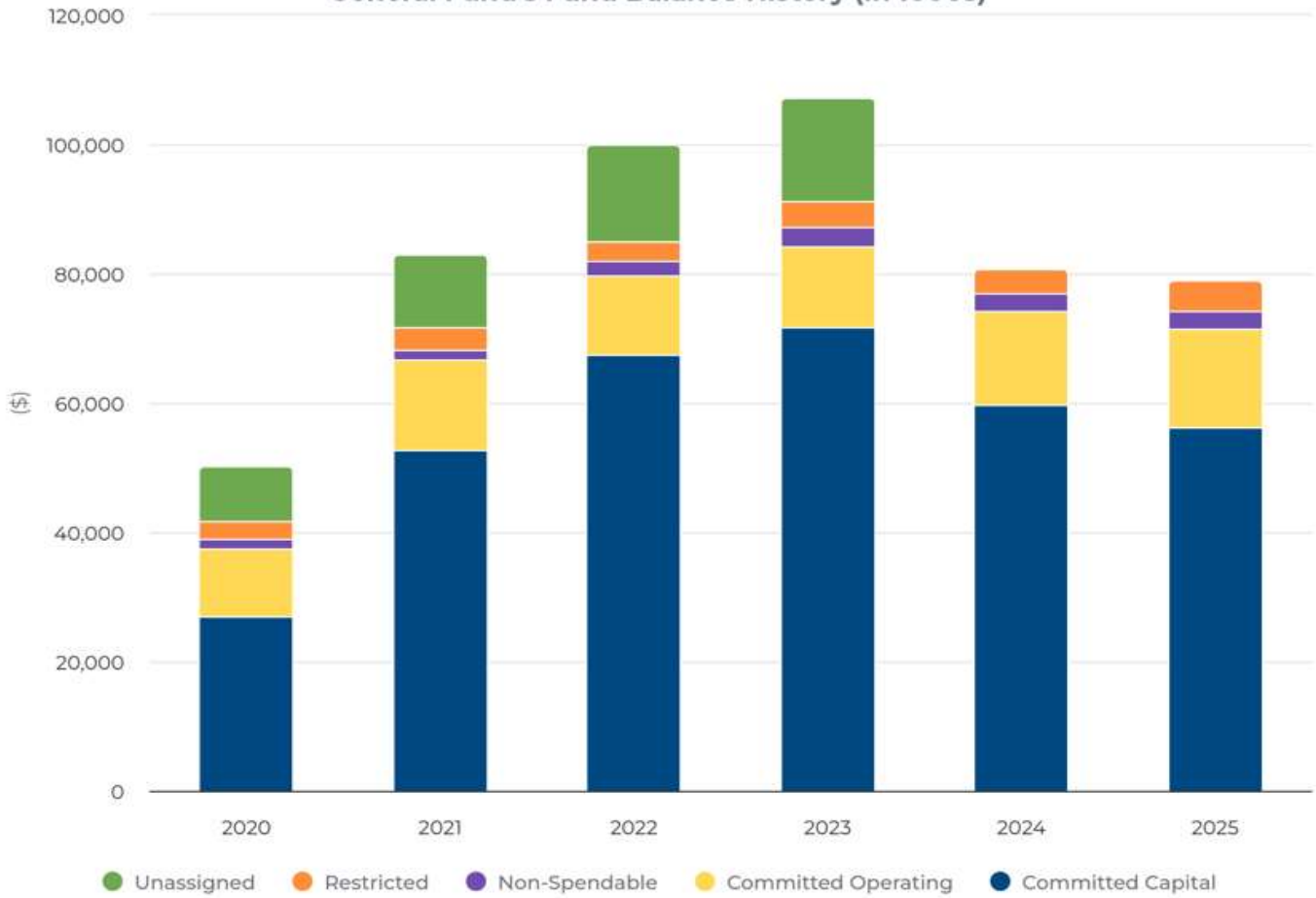
- Purchase of ten (10) Battery Electric Buses
- ERP (Enterprise Resource Planning) Software Implementation
- Glenwood Maintenance Facility (GMF) Expansion Phase 6 & 8 Design
- RFTA Housing Policy and Program Study
- Contribution to the Glenwood Springs South Bridge Project
- Contribution to the Town of Snowmass Village Transit Station Project

9. Fund Balance

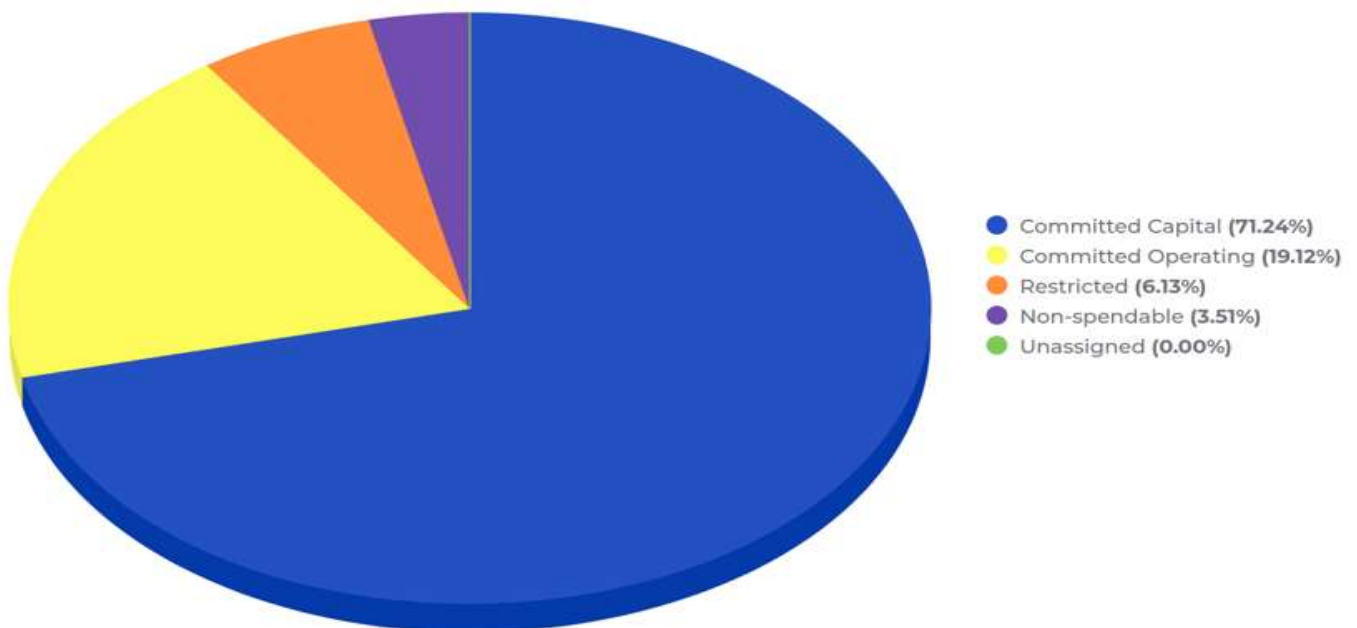
	General	Service	Bus	Mid	Capital	Debt	
(in 1,000s)	Fund	Contracts	Stops/ PNR	Valley Trails	Projects Fund	Service Fund	Total
Beginning fund balance (budget)	\$ 80,626	\$ -	\$ -	\$ 358	\$ -	\$ 920	\$ 81,904
Revenues	111,807	18,366	545	125	-	106	130,949
Expenditures	(127,158)	(18,552)	(1,906)	-	-	(4,386)	(152,001)
Other financing source/(use)	12,371	186	1,361	-	-	4,280	18,197
Change in net assets	\$ (2,980)	\$ -	\$ -	\$ 125	\$ -	\$ -	\$ (2,854)
Ending fund balance	\$ 77,646	\$ -	\$ -	\$ 483	\$ -	\$ 920	\$ 79,050
Ending fund balance composition:							
Non-spendable fund balance	\$ 2,771						\$ 2,771
Restricted fund balance	3,442	\$ -	\$ (0)	\$ 483	\$ -	\$ 920	4,845
Committed fund balance:							
Operating reserves	15,115						15,115
Facilities capital reserves	565						565
Transit capital reserves	47,105						47,105
Trails capital reserves	3,643						3,643
FLMM reserves	5,006						5,006
Unassigned fund balance	-						-
Ending fund balance	\$ 77,646	\$ -	\$ (0)	\$ 483	\$ -	\$ 920	\$ 79,050

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

General Fund's Fund Balance History (in 1000s)



2025 Projected General Fund Balance Composition



10. Background information

Fund and fund structure

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

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

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

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

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

Capital Project Fund reports activity for a variety of Capital Projects related to transit assets and infrastructure such as the Battery Electric Bus Pilot program, GMF Vehicle Maintenance Expansion Project, AMF Phase 9 Fuel Farm Replacement Project, and SH82 Mid-Valley Bus Stop Improvements Project. Projects funded through 2019 and 2021 bond proceeds contain expenditures that are certain and specific in accordance with State and Federal tax law as identified by Bond Counsel.

Debt Service Fund:

- **The Series 2012A Debt Service Fund** reports all principal and interest expenditures for the \$6.65 million Qualified Energy Conservation Bonds issuance (QECB) and interest earned as required by resolution. The QECBs allow a Federal reimbursement for 70% of the Qualified Tax Credit Rate of the interest paid.
- **The Series 2013B Debt Service Fund** reports all principal and interest expenditures for the \$1.3 million QECB issuance and interest earned as required by resolution. The QECBs allow a Federal reimbursement for 70% of the Qualified Tax Credit Rate of the interest paid.
- **The Series 2019 Debt Service Fund** reports all principal and interest expenditures for the \$24.545 million bond issuance and interest earned as required by resolution. This is a tax-exempt issuance.
- **The Series 2021A Debt Service Fund** reports all principal and interest expenditures for the \$28.78 million bond issuance and interest earned as required by resolution. This is a tax-exempt issuance.
- **Reserve Fund** reports all activity related to the required reserves for the Series 2009, Series 2012, Series 2013 Bonds, Series 2019 Bonds, and Series 2021 Bonds and interest earned as required by resolution.

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

Meeting Date:	November 14, 2024
Subject:	Resolution 2024-20: Establishing a First/Last Mile Mobility Advisory Committee
Strategic Outcomes:	1.0 ACCESSIBILITY AND MOBILITY 6.0 ENVIRONMENTAL SUSTAINABILITY
Strategic Objectives:	1.2 Trail and transit users move safely, quickly and efficiently 1.3 Increase alternative mode splits throughout the region 1.4 Provide increased first and last mile options for customers throughout service area 1.5 Identify and reduce barriers to riding transit and accessing trails 6.4 Provide alternative and innovative travel solutions to help slow the growth of vehicle Miles Traveled in region
Presented By:	David Pesnichak, Chief Operating Officer
Staff Recommendation:	<p>Review of the advisory committee minutes and approval of the Resolution to create a Committee of the Board of Directors. This Committee is to have the following purpose and goals:</p> <p>Purpose: “To define RFTA’s long-term role in FLMM, specifically addressing funding.”</p> <p>Goals:</p> <ul style="list-style-type: none"> • Create a baseline understanding of the current status and RFTA’s historic role in FLMM • Explore sustainable funding options • Identify ways to increase access to RFTA’s trunk-line services and other mass-transit options • Gain a better understanding of each community’s unique needs, both financially and geopolitically • Explore ways to provide FLMM services in an environmentally and financially sustainable manner within each community • Reduce the number of automobile trips
Executive Summary:	<p>During the post-Destination 2040 planning process for bike share, which culminated in a comprehensive regional bike share plan, many participating jurisdictions expressed an interest in considering additional FLMM strategies. The development of FLMM options emerged as a priority from the Board’s July 8, 2021 Strategic Retreat. In December 2021, the RFTA Board approved the creation of an FLMM Reserve category of the General Fund to set aside resources to help fund discretionary grant applications for FLMM projects submitted by RFTA member jurisdictions. RFTA proposed to serve as a limited grantor to fund FLMM services, in partnership with member jurisdictions. This appeared to be the most feasible opportunity to implement FLMM services more rapidly and at a lower overall cost to the partners and RFTA.</p> <p>At the June 2024 Board Retreat, Strategic Plan Objective 2.4: <i>Provide increased FLMM options for customers throughout the service area</i> emerged as one of 4</p>

	<p>priority objectives for RFTA to focus over the next year. Over the last 20 years, RFTA's primary focus has been regional transportation, connecting the roughly 80-mile linear service area. Funding for FLMM was established by Resolution 2021-20, from 10% of any available surplus in the General Fund at year end, which is a volatile source of funding.</p> <p>At the August 8 RFTA Board meeting, staff presenting background and performance data for the FLMM grant program.</p> <p>At the September 12 RFTA Board meeting, staff presented an overview of the financial picture for the FLMM grant program.</p> <p>At the October 10 RFTA Board meeting, staff reviewed the recommended action. The Board decided to move forward instead with the creation of a Board committee to review and make a recommendation on the FLMM program at a later date.</p> <p>The FLMM committee met on October 29 with the members who expressed interest at the October 10 Board meeting. At this meeting, the Committee took the following actions for approval by the RFTA Board of Directors.</p> <ul style="list-style-type: none"> • Request to establish the Committee by Resolution based on RFTA Board of Directors Bylaws. • Voted to Nominate a Committee Chair: Ben Bohmfalk. • Voted to Nominate a Committee Vice Chair: Colin Laird. • All individuals present agreed to continue on the committee for a total of six (6) members. Quorum was established as a simple majority (4) of members. • Establish a Purpose Statement for the Committee: "To define RFTA's long-term role in FLMM, specifically addressing funding." • Establish Goals of the Committee: <ul style="list-style-type: none"> ○ Create a baseline understanding of the current status and RFTA's historic role in FLMM. ○ Explore sustainable funding options. ○ Identify ways to increase access to RFTA's trunk-line services and other mass-transit options. ○ Gain a better understanding of each community's unique needs, both financially and geopolitically. ○ Explore ways to provide FLMM services in an environmentally and financially sustainable manner within each community. ○ Reduce the number of automobile trips. • Establish Committee Timeline: Six (6) to seven (7) month engagement timeframe. Additionally, the Committee intends to update the Board in February, 2025.
Background/ Discussion:	<p>Since RFTA's creation in 2000, RFTA has provided fixed route regional transit and contracted with local governments for local fixed route services. As a part of the BRT system, RFTA implemented the Carbondale Circulator in 2013 in order to increase the speed and efficiency of the BRT system.</p> <p>RFTA did not venture into First Last Mile Mobility (FLMM) or micro-mobility until 2021-2022 with the creation of the FLMM Grant Program and 2023 with the signing</p>

	<p>of the Bike Share Memorandum of Understanding (MOU) and Service Operating Agreement (SOA), as recommended by the 2022 Regional Bike Share Plan.</p> <p>RFTA's authorization to move into FLMM stems from the State of Colorado's enabling legislation that allowed for the creation of RFTA in 2000, Ballot Initiative language to create RFTA in 2000, the subsequent RFTA formation IGA also executed in 2000, and the 2018 Property Tax Mill Levy increase ballot initiative language. The Board also approved Resolution 2021-20 approving amendments to the Board Policy and Board Job Products Policy to create bylaws for the FLMM Grant program.</p> <p>At the August 8 RFTA Board meeting, staff presenting background and performance data for the FLMM grant program.</p> <p>At the September 12 RFTA Board meeting, staff presented an overview of the financial picture for the FLMM grant program.</p> <p>At the October 10 RFTA Board meeting, staff reviewed the recommended action, which included interim steps fund micro-transit at a reduced level while alternative long-term funding sources are identified. The Board decided to move forward instead with the creation of a Board committee to review and make a recommendation on the FLMM program at a later date.</p> <p>The Committee held its first meeting on October 29. At this meeting, a number of items were decided, as listed above in the Executive Summary section. It is necessary for the Board to formally create the committee by Resolution and adhere to the requirements for an Advisory Committee as outlined in Article VIII or the Board of Director's Bylaws.</p>
Governance Policy:	<p>RFTA Board Governance Policy 4.6 states, "Board committees, when used, have one essential role, "to strengthen and support the work of the Board as a whole." Board committees are not to interfere with delegation from Board to the CEO, or from the CEO to other staff."</p>
Fiscal Implications:	<p>None at this time.</p>
Exhibit/Attachment:	<ol style="list-style-type: none"> 1. Exhibit 1 - FLMM Advisory Committee Establishment - Resolution 2024-20 2. Exhibit 2 – FLMM Advisory Committee Meeting Minutes

**ROARING FORKTRANSPORTATION AUTHORITY
BOARD FLMM ADVISORY COMMITTEE MEETING
MINUTES
October 29, 2024**

Board Members Present (via WebEx):

Greg Poschman, Vice-Chair (Pitkin County); David Knight, (Town of Basalt); Torre, (City of Aspen); Colin Laird, (Town of Carbondale); Ben Bohmfalk, (Town of Carbondale); Erin Zalinski, (City of Glenwood Springs)

Staff Present (or via WebEx):

Kurt Ravenschlag, Chief Executive Officer (CEO); David Pesnichak, Chief Operations Officer (COO); Kim Wells, Executive Assistant

Visitors Present (or via WebEx):

Mirte Mallory, (We- Cycle)

Agenda

13. Organization of FLMM Advisory Committee and Members:

Kurt Ravenschlag opened the October 29, 2024 meeting with an overview of requirements and instructions on creating and conducting board committees, based on RFTA Board of Directors Bylaws.

A. Nomination of a Committee Chair and Staff Ex-Officio:

Torre nominated Ben Bohmfalk as Committee Chair; with a second from Greg Poschman. Bohmfalk accepted the nomination for Committee Chair and will be approved at the November Board of Directors meeting.

The committee then discussed and agreed that nominating a Vice-Chair would be preferred to ensure proper coverage. Colin Laird volunteered to Vice-Chair.

RFTA staff to serve as presiding officers are recommended to be Ravenschlag and David Pesnichak.

B. Jurisdiction Members:

All individuals present agreed to continue on the committee for a total of six (6) members. Quorum was established as a simple majority (4) of members.

Mirte Mallory was clarified as a member of the public, who may be called upon at future meetings to provide presentations as a subject matter expert.

14. Organization of Advisory Committee:

A resolution to formally establish the FLMM Advisory Committee will be presented at the November board meeting.

15. Public and Board Comment:

Bohmfolk asked if any member of the public or Board would like to make a comment regarding items not on the agenda.

Mallory thanked the group for facilitating the meeting and ongoing conversation, expressing her feelings on the importance of these services for the Valley.

Poschman asked Ravenschlag to share highlights from a meeting with a potential vendor of electric buses and any micro-transit options. Ravenschlag followed up with an overview of the conversation. Overall, there was no clear relationship for RFTA in the future, though individual communities may have some opportunity to connect.

16. Creation of a Purpose Statement:

Bohmfolk led the group in brainstorming a purpose statement for the committee which will be brought forward to the November Board meeting for approval: "To define RFTA's long-term role in FLMM, specifically addressing funding."

17. Establish Goals:

- A. Create a baseline understanding of the current status and RFTA's historic role in FLMM
- B. Explore sustainable funding options
- C. Identify ways to increase access to RFTA's trunk-line services and other mass-transit options
- D. Gain a better understanding of each community's unique needs, both financially and geopolitically
- E. Explore ways to provide FLMM services in an environmentally and financially sustainable manner within each community
- F. Reduce the number of automobile trips

18. Establish Committee Timelines:

Six (6) to seven (7) month engagement timeframe. Additionally, the Committee intends to update the Board in February, 2025.

19. Next Steps:

- A. Three (3) hour work session in December, 2024.
- B. Collection of ridership data- bikeshare, micro-transit, etc.
- C. Collect jurisdictional budget and tax collection table
- D. RFTA full-service map with stops to the committee for reference

20. Next Meeting: to be scheduled for in January 2025

21. Adjournment:

Respectfully Submitted:
Kim Wells, Executive Assistant

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2024-20**

A RESOLUTION ESTABLISHING THE FIRST/LAST MILE ADVISORY COMMITTEE

WHEREAS, the Roaring Fork Transportation Authority (hereinafter “RFTA”), is a regional transportation authority and political subdivision of the State of Colorado (the “State”), acting pursuant to the provisions of Article 4 of Title 43 of the Colorado Revised Statutes (“C.R.S.”) commonly known as the Regional Transportation Law; and

WHEREAS, the Board of Directors (the “Board”) of RFTA has determined that it is in the interest of RFTA and its constituents to establish the First/Last Mile Advisory Committee to evaluate the existing circumstances for providing first/last mile mobility options for RFTA’s regional transportation system, exploring various first/last mile mobility option alternatives in light of the costs, and recommend to the Board ways that RFTA can support future first/last mile solutions; and

WHEREAS, Article VIII of the RFTA Bylaws, provides as follows, in applicable part, with regard to the establishment of Advisory Committees:

Advisory Committees

Section 8.01. **Chair may appoint Board Committee chairs.** When a Board Committee is formed, the Chair may appoint a regular member as its chair, or may direct the committee to elect a chair at its first meeting, or direct the committee to elect a chair at any time the chair of the committee becomes vacant.

Section 8.02. **Committees.** The Board of Directors may establish, from time to time, such committees as it may deem necessary or beneficial to assist it in its work. The resolutions establishing such committees shall state the purpose, time line and authority of each committee. No committee shall have the authority to: (a) amend or repeal these by-laws; (b) elect, appoint or remove any member of any other committee or any director, elected officer or employee of the agency; (c) amend the Intergovernmental Agreement; (d) adopt a plan of merger or consolidation with another corporation; (e) authorize the sale, lease or exchange of all or substantially all of the property and assets of the Authority; (f) authorize the voluntary dissolution of the corporation or revoke proceedings therefore; (g) adopt a plan for the distribution of the assets of the Authority; or (h) amend, alter or repeal any resolution of the Board of Directors. The designation and appointment of any such committee and the delegation of authority thereto shall not relieve the Board of Directors or any of its members of any responsibility imposed upon it, him or her by law. Committees of the Board shall be classified as standing or special and, unless explicitly authorized to carry out a specific charge, shall be advisory to the Board. In order to broaden input to the Board and encourage community involvement, the Board may appoint individuals who are not members of the Board to serve on any standing or special committee of the Board. The CEO shall serve as an ex officio member of each committee appointed by the Board, unless otherwise designated in these Bylaws or by the Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Roaring Fork Transportation Authority, as follows:

1. Pursuant to Article VIII of the RFTA Bylaws the Board hereby establishes the First/Last Mile Advisory Committee for the purpose of evaluating the existing circumstances for providing first/last mile mobility options within RFTA's regional transportation system, exploring various first/last mile transportation alternatives in light of the costs, and recommend to the Board ways that RFTA can support future first/last mile solutions.

2. The following individuals are appointed to serve on the First/Last Mile Advisory Committee, together with such other members as the Board may appoint from time to time:

- Ben Bohmfalk, Committee Chair, (Town of Carbondale)
- Colin Laird, Committee Co-Chair, (Town of Carbondale)
- Greg Poschman, Board Vice-Chair, (Pitkin County)
- David Knight, (Town of Basalt)
- Torre, (City of Aspen)
- Erin Zalinski, (City of Glenwood Springs)

3. Ben Bohmfalk is appointed as the Chair of the First/Last Mile Advisory Committee. The committee is authorized to organize itself as it determines and vote for a Vice Chairman, conduct meetings and to seek staff support in consultation with the CEO, and report to the Board at such times it deems appropriate. Public notice of the meetings shall be published pursuant to the Colorado Open Meetings law.

4. The First/Last Mile Advisory Committee is established for a term of seven (7) months, beginning on November 14, 2024, and shall provide its final recommendations to the Board by June 12, 2025, unless extended by the Board.

5. The officers and employees of RFTA and attorneys for RFTA are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Resolution.

6. All actions not inconsistent with the provisions of this Resolution heretofore taken by the members of the Board and the officers and employees of RFTA and directed toward holding the election for the purposes stated herein are hereby ratified, approved and confirmed.

7. All prior acts, orders or resolutions, or parts thereof, by RFTA in conflict with this Resolution are hereby repealed, except that this repealer shall not be construed to revive any act, order or resolution, or part thereof, heretofore repealed.

8. If any section, paragraph, clause or provision of this Resolution shall be adjudged to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining sections, paragraphs, clauses or provisions of this Resolution, it being the intention that the various parts hereof are severable.

9. This Resolution shall take effect immediately upon its passage.

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

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

By: _____
Greg Poschman, Vice-Chair, as acting Chair

I, Secretary of the Board of Directors (the “Board”) of the Roaring Fork Transportation Authority (the “Authority”) do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on November 14, 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 November, 2024.

Nicole R. Schoon, Secretary to the RFTA Board

STATE OF COLORADO)
 ROARING FORK TRANSPORTATION AUTHORITY) ss.
 GARFIELD COUNTY)

As the Secretary of the Board of Directors of the Roaring Fork Transportation Authority (“RFTA”), I do hereby certify that:

1. Attached is a true and correct copy of a resolution (the “Resolution”) adopted by the Board of Directors (the “Board”) at a regular meeting held on November 14, 2024.
2. Notice of the meeting was posted not less than twenty-four hours prior to the meeting in accordance with the open meetings provisions of the Colorado Sunshine Act of 1972 (Section 24-6-402, C.R.S.).
3. The Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of a majority of the members of the Board as follows:

<u>Board Member</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstaining</u>
PITKIN COUNTY				
<input type="checkbox"/> Greg Poschman, Acting Chair <input type="checkbox"/> Alternate: Francie Jacober	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOWN OF BASALT				
<input type="checkbox"/> David Knight <input type="checkbox"/> Alternate: Dieter Schindler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CITY OF ASPEN				
<input type="checkbox"/> Torre <input type="checkbox"/> Alternate: Sam Rose	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOWN OF CARBONDALE				
<input type="checkbox"/> Colin Laird <input type="checkbox"/> Alternate: Ben Bohmfalk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EAGLE COUNTY				
<input type="checkbox"/> Jeanne McQueeney <input type="checkbox"/> Alternate: Kathy Chandler-Henry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
GLENWOOD SPRINGS				
<input type="checkbox"/> Erin Zalinski <input type="checkbox"/> Alternate: Ingrid Wussow	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOWN OF NEW CASTLE				
<input type="checkbox"/> Art Riddle <input type="checkbox"/> Alternate: Brandy Copeland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SNOWMASS VILLAGE				
<input type="checkbox"/> Alyssa Shenk <input type="checkbox"/> Alternate: Bill Madsen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. The Resolution was duly approved by the Board, signed by the Chairman of the Board, sealed with RFTA's, attested by the Secretary of the Board and recorded in the minutes of the Board.

5. The meeting at which the Resolution was adopted was noticed, and all proceedings relating to the adoption of the Resolution were conducted, in accordance with all applicable bylaws, rules, regulations and resolutions of RFTA, in accordance with the normal procedures of RFTA relating to such matters, and in accordance with applicable constitutional provisions and statutes of the State of Colorado and all other applicable laws.

WITNESS my hand and the seal of RFTA as of the 14th day of November, 2024.

Nicole R. Schoon, Secretary to the RFTA Board

[SEAL]

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

CEO REPORT

TO: RFTA Board of Directors
FROM: Kurt Ravenschlag, CEO
DATE: November 14, 2024



RFTA Supervisor Summit

On Wednesday, October 30th, RFTA hosted its first-ever Supervisor Summit at Morgridge Commons in Glenwood Springs, bringing together 66 supervisors and managers from all departments for a day of meaningful connection and team building. The day began with a keynote speech from our Chief Executive Officer, Kurt Ravenschlag, who introduced this new opportunity for leaders to come together, recognizing each supervisor's role as a critical link between the executive team and RFTA's frontline workforce. Reflecting on RFTA's achievements over the past two decades—from launching the first rural Bus Rapid Transit (BRT) system to integrating electric buses and completing major infrastructure projects—Kurt underscored the foundation that has prepared RFTA for its next chapter. He then walked through the updated organizational chart, introducing the Executive Team with brief bios, and set the stage for each department to share insights into their roles and contributions to RFTA's mission.

As part of the Supervisor Summit, attendees took part in an insightful workshop on communication styles, led by David Knapp, RFTA's leadership coach and owner of Marathon Leadership. This session focused on helping supervisors understand the diversity of communication styles within RFTA and offered tools for more effective collaboration and team dynamics.

The Summit also provided a forum to discuss upcoming projects and initiatives, including advancements in RFTA's First Last Mile Mobility services, sustainability goals, and infrastructure upgrades. The day concluded with a Q&A session where supervisors had the chance to connect directly with RFTA's executive team, sharing insights and challenges and fostering a spirit of continuous improvement.



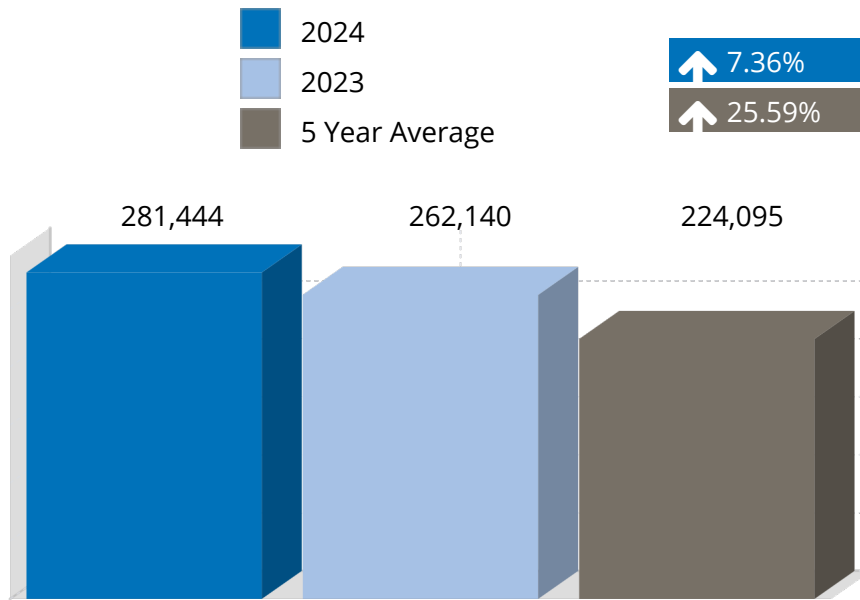
RFTA Directors participate in a panel discussion with RFTA Supervisors and Managers.

CO Sales Tax Exemption Issue - Update

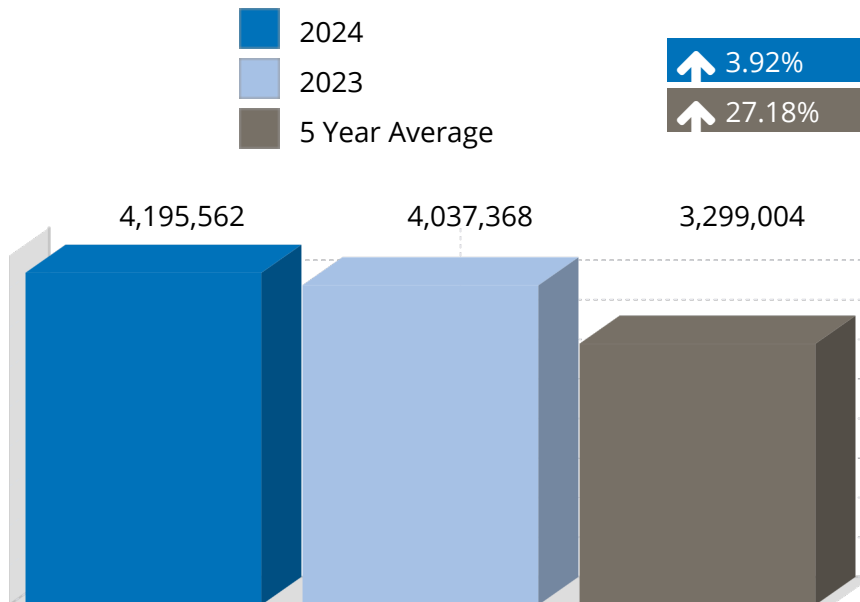
RFTA is converting the former Roadway Inn in Glenwood Springs (Iron Mountain Place) into affordable housing for its employees. During the renovation, RFTA's primary contractor submitted a sales tax exemption certificate, citing RFTA's tax-exempt status, but the Colorado Department of Revenue (CDOR) denied the exemption, arguing that the project falls outside RFTA's exempt purpose as a regional transportation authority described under Colorado Regional Transportation Authority Law. As a result, RFTA's contractor is paying sales tax on tangible personal properties for the renovation. RFTA initially attempted to resolve the issue informally with a CDOR conferee, but in Spring/Summer 2024, CDOR upheld its position. Because of certain CDOR procedural matters, RFTA directly paid sales taxes on construction materials for the project and filed for a refund, which was also denied. Procedurally, CDOR's denial gives RFTA two options: resolve the issue informally with the same CDOR conferee or proceed with a CDOR formal hearing with an assigned hearing officer. Given CDOR's stance, RFTA has chosen to appeal the denial through a formal hearing. RFTA anticipates to hear back from the hearing officer any day now regarding the timing of a hearing date. It is difficult to predict when the hearing date will be scheduled. RFTA will need to have an officer/director participate in the formal hearing to explain the steps leading up to RFTA's refund claim appeal, the services that RFTA provides, and the necessity of RFTA to build or renovate affordable employee housing. If the hearing officer rules against RFTA, it may appeal the decision within 30 days to Colorado district court.

Ridership Performance Metrics

October Ridership

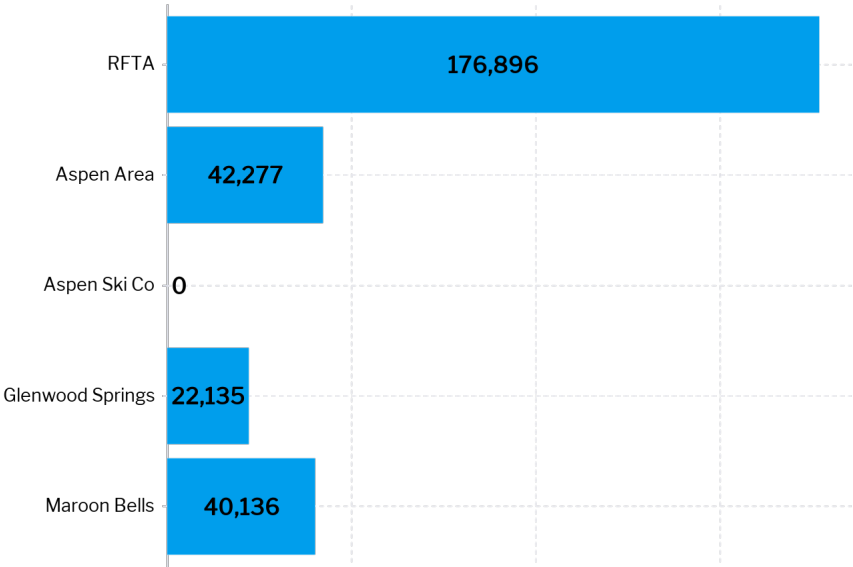


October Year-to-Date Ridership



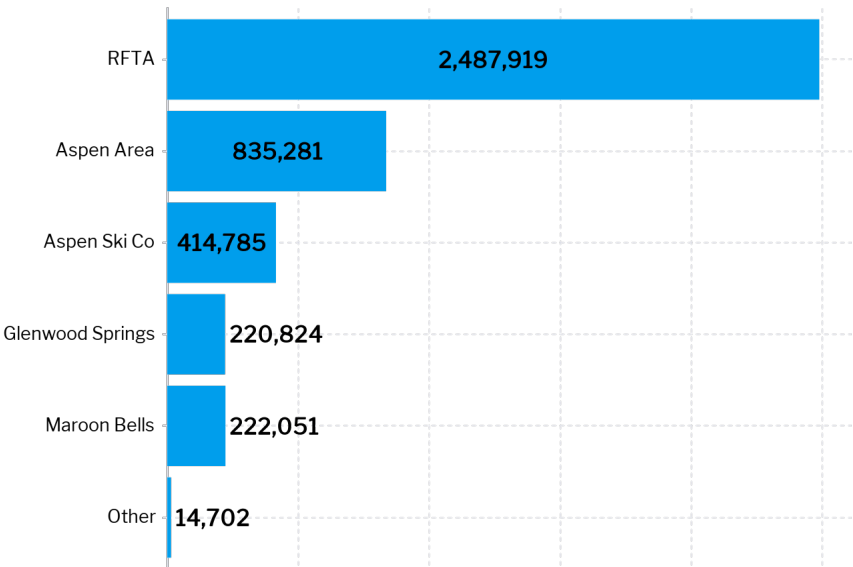
October 2024 Ridership

281,444 Boardings



October Year-to-Date 2024 Ridership

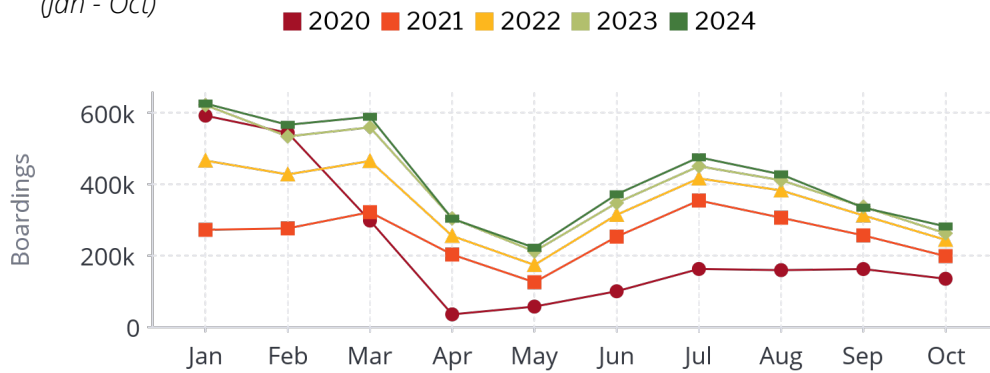
4,195,562 Boardings



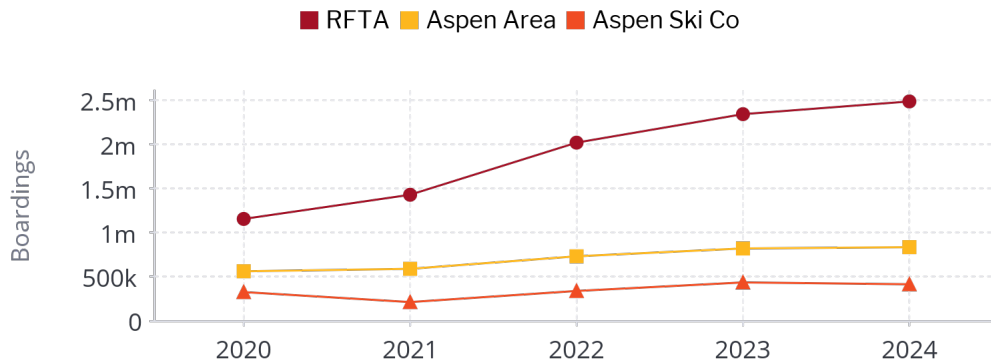
- **RFTA:** BRT, Carbondale Circulator, Hogback, Local Valley, Snowmass-Valley, Snowmass/Aspen, Snowmass/Intercept
- **Aspen Area:** Aspen Highlands Direct, Burlingame, Castle Maroon, Cemetery Lane, Cross Town, Galena Street, Hunter Creek, Mountain Valley, Music School
- **Aspen Ski Co:** Aspen Highlands Ski, Buttermilk, Flyer
- **Glenwood Springs:** Ride Glenwood
- **Maroon Bells:** Maroon Bells
- **Other:** Music School (Burlingame), Jazz Aspen Snowmass, X Games

Ridership by Month Year-to-Date

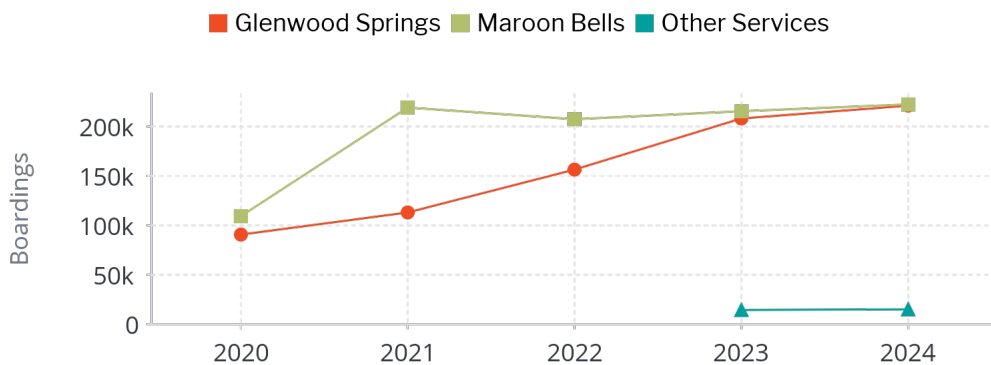
(Jan - Oct)



Ridership Year-to-Date: RFTA, Aspen Area & Aspen Ski Co



Ridership Year-to-Date: Glenwood Springs, Maroon Bells & Other



-**RFTA:** BRT, Carbondale Circulator, Hogback, Local Valley, Snowmass-Valley, Snowmass/Aspen, Snowmass/Intercept

-**Aspen Area:** Aspen Highlands Direct, Burlingame, Castle Maroon, Cemetery Lane, Cross Town, Galena Street, Hunter Creek, Mountain Valley, Music School

-**Aspen Ski Co:** Aspen Highlands Ski, Buttermilk, Flyer

-**Glenwood Springs:** Ride Glenwood

-**Maroon Bells:** Maroon Bells

-**Other:** Music School (Burlingame), Jazz Aspen Snowmass, X Games

Ridership Rankings - October

Route	2024	2023	% Change
VelociRFTA	74,932	63,958	17.2%
Local Valley	68,888	70,730	-2.6%
Maroon Bells	40,136	34,159	17.5%
Ride Glenwood	22,135	20,903	5.9%
Castle Maroon	21,478	22,086	-2.8%
Hogback	18,207	15,785	15.3%
Carbondale Circulator	12,190	13,274	-8.2%
Hunter Creek	9,103	8,532	6.7%
Burlingame	7,114	7,209	-1.3%
Cemetery Lane	3,487	3,098	12.6%
Snowmass-Valley	1,764		
Mountain Valley	1,095	1,425	-23.2%
Snowmass/Intercept	915	981	-6.7%
	281,444	262,140	7.4%

Ridership Rankings - October Year-to-Date

Route	2024 YTD	2023 YTD	% Change
VelociRFTA	922,897	859,813	7.3%
Local Valley	792,809	751,419	5.5%
Castle Maroon	374,299	352,149	6.3%
Snowmass/Aspen Ski	287,560	293,330	-2.0%
Maroon Bells	222,051	215,176	3.2%
Ride Glenwood	220,824	207,812	6.3%
Snowmass/Intercept	190,046	173,708	9.4%
Hunter Creek	175,719	173,322	1.4%
Snowmass/Aspen	174,238	179,904	-3.1%
Hogback	166,722	149,430	11.6%
Carbondale Circulator	141,367	141,438	-0.1%
Burlingame	104,111	96,309	8.1%
Aspen Highlands Ski	67,596	69,187	-2.3%
Cemetery Lane	64,101	58,682	9.2%
Snowmass-Valley	63,497	53,493	18.7%
Buttermilk	59,629	62,673	-4.9%
Music School	37,925	37,003	2.5%
Music School BG	31,410	29,771	5.5%
Mountain Valley	29,725	30,023	-1.0%
Galena Street	23,836	21,246	12.2%
Cross Town	13,527	13,502	0.2%
Aspen Highlands Direct	12,038	38,820	-69.0%
X Games	8,953	7,304	22.6%
Jazz Aspen Snowmass	5,749	6,718	-14.4%
Woody Creek	4,933	4,730	4.3%
Flyer		10,406	
	4,195,562	4,037,368	3.9%

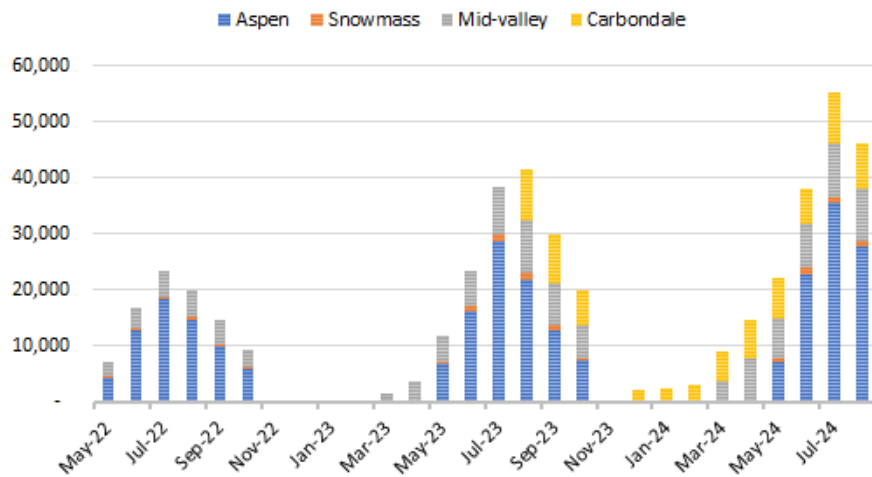
Passengers per Hour Rankings - October

Route	2024 YTD	2023 YTD	% Change
Maroon Bells	69.21	42.18	64.08%
Ride Glenwood	28.62	27.07	5.73%
Carbondale Circulator	22.88	25.52	-10.36%
Hunter Creek	17.91	17.01	5.29%
Castle Maroon	16.85	17.51	-3.77%
Snowmass/Intercept	16.34	15.19	7.60%
VelociRFTA	15.41	14.70	4.85%
Hogback	15.14	12.72	19.05%
Local Valley	13.91	14.16	-1.78%
Snowmass-Valley	13.61		0.00%
Burlingame	8.68	8.99	-3.53%
Cemetery Lane	6.79	6.05	12.25%
Mountain Valley	2.31	2.85	-19.21%
	16.87	16.05	5.11%

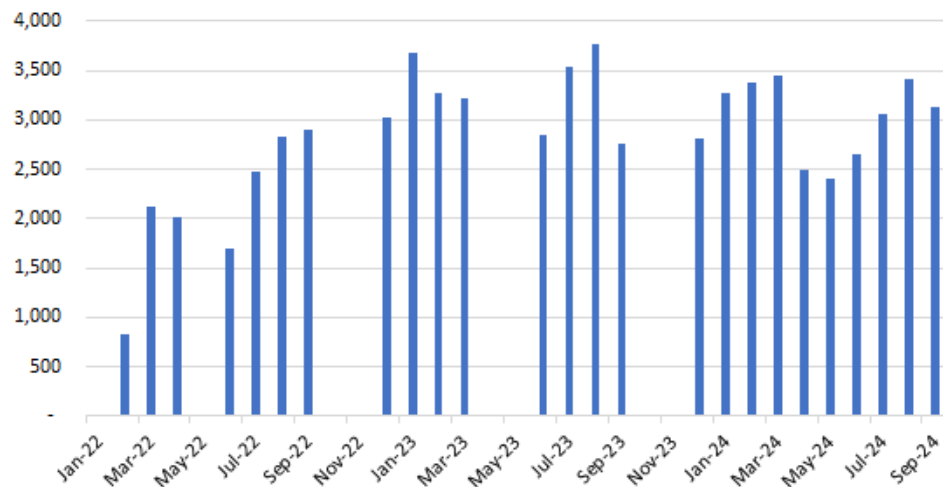
Passengers per Hour Rankings - October Year-to-Date

Route	2024 YTD	2023 YTD	% Change
X Games	79.23	98.97	-19.95%
Aspen Highlands Direct	47.94	32.55	47.31%
Jazz Aspen Snowmass	41.45	66.38	-37.56%
Maroon Bells	40.27	37.70	6.81%
Aspen Highlands Ski	38.98	40.85	-4.59%
Snowmass/Aspen Ski	34.82	30.96	12.45%
Buttermilk	33.85	34.42	-1.64%
Music School BG	32.47	31.23	3.97%
Hunter Creek	30.72	30.47	0.82%
Snowmass/Aspen	29.96	31.60	-5.18%
Ride Glenwood	28.74	27.36	5.04%
Carbondale Circulator	27.90	27.82	0.30%
Snowmass/Intercept	27.78	23.70	17.20%
Castle Maroon	26.75	25.13	6.42%
Snowmass-Valley	23.65	26.06	-9.22%
Music School	20.19	20.17	0.06%
VelociRFTA	17.86	17.01	5.03%
Local Valley	16.04	15.26	5.14%
Hogback	14.65	11.51	27.25%
Galena Street	13.84	11.40	21.42%
Burlingame	13.04	12.19	6.92%
Cemetery Lane	11.27	10.27	9.69%
Mountain Valley	5.33	5.56	-4.07%
Cross Town	4.23	4.44	-4.65%
Woody Creek	2.09	1.97	6.09%
Flyer		23.82	0.00%
	20.23	19.24	5.14%

WE-CYCLE MONTHLY TRIPS

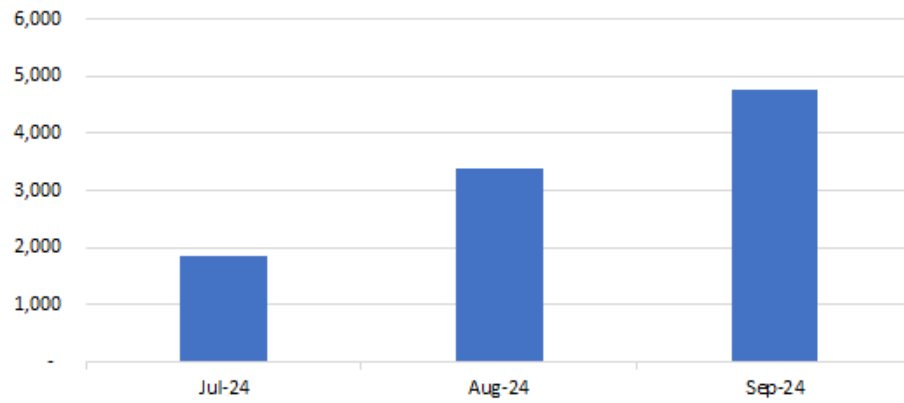


Basalt Connect Monthly Passenger Trips



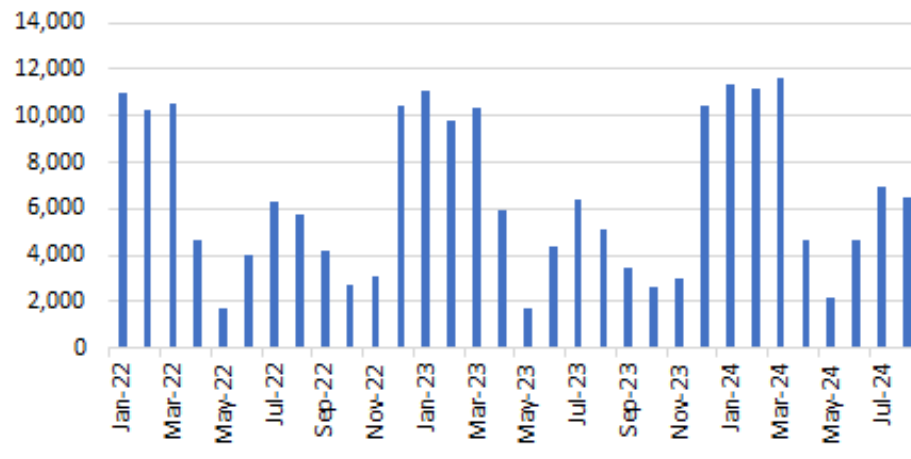
Carbondale Downtowner Monthly Passenger Trips*

*Service Initiated July 1, 2024



Aspen Downtowner Monthly Passenger Trips*

*This service is not part of RFTA's FLMM Program and is funded solely by City of Aspen



RFTA 2024 Work Plan

ACCESSIBILITY AND MOBILITY

Department	Project Description	Project Status
FACILITIES	GMF PH 3&7 - BUS STORAGE AND FUELING LANE	ACTIVE
FACILITIES	GMF PH 4&5 BUS STORAGE AND CIRCULATION	ACTIVE
PLANNING	SOUTH BRIDGE PROJECT - GLENWOOD SPRINGS	ACTIVE
RAILROAD CORRIDOR AND TRAILS	RAIL SALVAGE PROJECT FOR THE GLENWOOD SPRINGS AREA	ACTIVE

SAFE CUSTOMER STAFF AND PUBLIC

Department	Project Description	Project Status
FACILITIES	CONSTRUCTION OF 27TH PEDESTRIAN CROSSING	ACTIVE

SUSTAINABLE WORKFORCE

Department	Project Description	Project Status
CEO	COMPREHENSIVE HOUSING POLICY	ACTIVE

SATISFIED CUSTOMERS

Department	Project Description	Project Status
FACILITIES	82 & SERV CTR RD - UV STOP 84 - SHELTER REPLACEMENT	ACTIVE
FACILITIES	BRT RESTROOM REMODEL - 27TH STREET & CARBONDALE	ACTIVE
FACILITIES	BRT STATION ANTI-GRAFFITI PAINT	ACTIVE
FACILITIES	WEST GLENWOOD MALL STOP SHELTER REPLACEMENT	ACTIVE
RAILROAD CORRIDOR AND TRAILS	RGT ASPHALT REPLACEMENT: MP 15.8 TO 21.5	ACTIVE
RAILROAD CORRIDOR AND TRAILS	RGT REPLACE ALL BEAR PROOF TRASH & RECYCLING BINS	COMPLETED

ENVIRONMENTAL SUSTAINABILITY

Department	Project Description	Project Status
FACILITIES	FIRST BEB ON ROUTE CHARGER	ACTIVE
PLANNING	RFTA CLIMATE ACTION PLAN (CAP)	COMPLETED
PLANNING	ZERO EMISSION BUS (ZEB) TRANSITION PLAN	COMPLETED
VEHICLE MAINTENANCE	ORDER 10 BEB BUSES	ACTIVE

HIGH PERFORMING ORGANIZATION

Department	Project Description	Project Status
HR	1ST PHASE OF NEW ERP SYSTEM- HRIS	ACTIVE
IT	WIFI UPGRADE - FACILITY AND BRT STATIONS	ACTIVE
PLANNING	BUS STOP DESIGN STANDARDS AND GUIDELINES	ACTIVE
RAILROAD CORRIDOR AND TRAILS	RGT - ROARING FORK BRIDGE- CONSTRUCT DESIGN REPAIRS	ACTIVE

FINANCIAL UPDATE

2024 Actuals/Budget Comparison (September YTD)

2024 Budget Year				
General Fund	September YTD			
	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales and Use tax (1)	\$ 25,569,444	\$ 24,991,192	2.3%	\$ 41,598,000
Property Tax	\$ 18,656,292	\$ 17,963,000	3.9%	\$ 17,963,000
Grants	\$ 19,309,205	\$ 19,309,205	0.0%	\$ 40,943,044
Fares (2)	\$ 3,700,940	\$ 3,458,374	7.0%	\$ 4,794,360
Other govt contributions	\$ 1,144,675	\$ 1,144,675	0.0%	\$ 1,181,970
Other income	\$ 4,857,175	\$ 4,754,611	2.2%	\$ 5,802,860
Total Revenues	\$ 73,237,731	\$ 71,621,057	2.3%	\$ 112,283,234
Expenditures				
Fuel (3)	\$ 1,316,296	\$ 1,744,666	-24.6%	\$ 2,593,606
Transit	\$ 31,698,036	\$ 33,184,172	-4.5%	\$ 45,389,326
Trails & Corridor Mgmt	\$ 677,150	\$ 684,906	-1.1%	\$ 1,263,978
Capital	\$ 39,317,828	\$ 39,317,397	0.0%	\$ 82,116,491
Debt service	\$ 1,181,200	\$ 1,181,200	0.0%	\$ 1,882,484
Total Expenditures	\$ 74,190,510	\$ 76,112,341	-2.5%	\$ 133,245,885
Other Financing Sources/Uses				
Other financing sources	\$ 36,102	\$ -	#DIV/0!	\$ -
Other financing uses	\$ (3,964,626)	\$ (3,964,626)	0.0%	\$ (5,779,993)
Total Other Financing Sources/Uses	\$ (3,928,524)	\$ (3,964,626)	-0.9%	\$ (5,779,993)
Change in Fund Balance (4)	\$ (4,881,302)	\$ (8,455,910)	-42.3%	\$ (26,742,644)

- (1) Sales and Use Tax Revenues are received 2 months in arrears (i.e. September sales and use tax revenue will be deposited in November).
- (2) Through September, fare revenue increased by 5% and ridership increased by 6%, respectively, compared to the prior year. The chart below provides a YTD September 2023/2024 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 9/2023	YTD 9/2024	Increase/ (Decrease)	% Change
Regional Fares	\$ 2,412,765	\$ 2,534,694	\$ 121,929	5%
Maroon Bells	\$ 1,056,236	\$ 1,117,597	\$ 61,361	6%
Total Fare Revenue	\$ 3,469,001	\$ 3,652,291	\$ 183,290	5%
Ridership on RFTA Regional Services*:	YTD 9/2023	YTD 9/2024	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	680,700	723,973	43,273	6%
BRT	795,835	847,965	52,130	7%
SM-DV	53,493	61,733	8,240	15%
Grand Hogback	133,660	148,515	14,855	11%
Maroon Bells	181,017	181,915	898	0%
Total Ridership on RFTA Fare Services	1,844,705	1,964,101	119,396	6%
Avg. Fare/Ride	\$ 1.45	\$ 1.42	\$ (0.03)	-2%
Avg. Fare/Ride MB	\$ 5.84	\$ 6.14	\$ 0.31	5%

- (3) Savings in fuel is due to less overall mileage than budgeted and also change in fleet usage between CNG and diesel buses and efficiency (miles per gallon) in actual fleet of diesel buses versus the budget.

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

RFTA System-Wide Transit Service Mileage and Hours Report								
	Mileage September YTD				Hours September YTD			
Transit Service	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	2,788,040	2,861,351	(73,311)	-2.6%	131,421	131,912	(491)	-0.4%
City of Aspen	428,942	433,370	(4,428)	-1.0%	49,745	50,313	(568)	-1.1%
Aspen Skiing Company	218,934	216,163	2,771	1.3%	15,660	15,640	20	0.1%
Ride Glenwood Springs	85,797	86,370	(573)	-0.7%	7,511	7,460	51	0.7%
Grand Hogback	304,524	307,630	(3,106)	-1.0%	13,875	13,744	131	0.9%
Specials/Charters	6,309	4,100	2,209	53.9%	679	580	99	17.1%
Senior Van	8,985	6,860	2,125	31.0%	1,191	1,143	48	4.2%
MAA Burlingame	12,485	12,663	(177)	-1.4%	1,136	1,123	13	1.2%
Maroon Bells	74,941	76,259	(1,318)	-1.7%	5,776	5,676	101	1.8%
Subtotal - Transit Service	3,928,957	4,004,765	(75,808)	-1.9%	226,994	227,590	(596)	-0.3%
Training & Other	16,463	24,230	(7,767)	-32.1%	22,366	21,786	580	2.7%
Total Transit Service, Training & Other	3,945,421	4,028,995	(83,574)	-2.1%	249,359	249,376	(17)	0.0%

2025 RFTA Annual Budget – Preliminary Schedule

Date	Activity	Status
8/8/2024	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	Completed
9/12/2024	Presentation/Direction/Action: 1 st draft budget presentation	Completed
10/10/2024	Presentation/Direction/Action: 2 nd draft budget presentation	Completed
11/14/2024	Presentation/Direction/Action: 3 rd draft budget presentation	On schedule
12/12/2024	Public Hearing: <ul style="list-style-type: none"> Final budget presentation and adoption Review and approve the final certifications of valuations from the Eagle, Garfield, and Pitkin County Assessors 	On Schedule

2024 Budget – General Fund Update

As part of staff's ongoing budget monitoring, staff has identified approximately \$818,500 of capital budget savings to repurpose and fund high-priority strategic initiatives and true-up existing project shortfalls, resulting in a net-zero impact to the 2024 budget. These projects, and related amounts, include: (1) High visibility apparel for employee use - \$28,500; (2) One new Service Call Utility Terrain Vehicle (UTV) for the Glenwood Maintenance Facility (GMF) - \$42,500; (3) Replace real-time Signs at three BRT Stops - \$120,000; (4) Replace three Make-up Air Units ("MAU") at the GMF - \$149,000; (5) Replace and upgrade the gas detection system at the GMF - \$100,000; (6) Replacement of the oil burner at the Aspen Maintenance Facility (AMF) - \$11,000; (7) Replace BRT Switches - \$53,000; (8) Managed Service Provider/Solutions Architect - \$50,000; (8) Ride Check Plus Replacement - \$70,000; Software for Board Meetings - \$27,500; (9) True-Up The Enterprise Resource Planning (ERP) – Human Capital Management (HCM) project budget- \$90,000; (10) National Transit Database (NTD) validation - \$45,000; and (11) AMF Reels - \$32,000.