

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

TIME: 8:30 a.m. – 11:00 a.m., Thursday, March 13, 2025

LOCATION: **WEBEX ONLY**

To participate via WebEx go to <https://www.rfta.com/board-meetings/>.

(Agenda subject to change prior to 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 February 13, 2025, 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:			8:45 a.m.
	A. Resolution 2025-12: Authorization to submit FY25 FTA 5339b Bus & Bus Facilities, and 5339c Low or No Emissions Grant Applications to Replace Diesel Buses with Six (6) 40' Diesel-Hybrid and Seven (7) 45' Diesel Coach Buses – David Johnson, Director of Sustainability & Legislative Affairs, page 11	4.2.5	Approve	
	B. Resolution 2025-13: Authorization to Submit FY26 Congressionally Directed Spending (CDS) Requests for Diesel Coach Buses, page 15	4.2.5	Approve	
	C. Resolution 2025-14: Approve and Authorize the Execution of a Public Utility Easement with the City of Glenwood Springs at Iron Mountain Place Employee Housing – Ben Ludlow, Capital Projects Interim Director, page 19	4.3.4 2.10.6	Approve	
6	Presentations/Action Items:			
	A. FLMM Update – Mary Harlan, Mobility Coordinator, and David Pesnichak, COO, page 26	4. 6	Discussion	8:50 a.m.
7	Public Hearing:			
	A. Resolution 2025-15: 2024 Supplemental Budget Appropriations – Paul Hamilton, Director of Finance, page 30	4.2.5	Public Hearing	9:20 a.m.
	B. Resolution 2025-16: 2025 Supplemental Budget Appropriations – Paul Hamilton, Director of Finance, page 39	4.2.5	Public Hearing	9:30 a.m.
	(Agenda Continued on Next Page)			

	Agenda Item	Policy	Purpose	Est. Time
8	Information/Updates:			
	A. CEO Report – Kurt Ravenschlag, CEO, <i>page 49</i>	2.10	FYI	9:45 a.m.
9	Executive Session			
	A. Paul Taddune, General Counsel: 1) Pursuant to C.R.S. 24-6-402 (4)(f): Personnel Matters: CEO Performance Review Process	4.3.5	Executive Session	9:50 a.m.
10	Issues to be Considered at Next Meeting:			
	To Be Determined at the March 13, 2025 Board Meeting	4.3	Meeting Planning	10:15 a.m.
11	Next Meeting: 8:30 a.m. – 11:00 a.m., April 10, 2025, 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	10:17 a.m.

ROARING FORK TRANSPORTATION AUTHORITY

BOARD MEETING MINUTES

February 13, 2025

Board Members Present via WebEx:

Greg Poschman, Chair, (Pitkin County); Alyssa Shenk, Vice-Chair, (Town of Snowmass Village); David Knight, (Town of Basalt); Colin Laird, (Town of Carbondale); Jeanne McQueeney, (Eagle County); Torre, (City of Aspen); Erin Zalinski, (City of Glenwood Springs)

Voting Alternate:

Brandy Copeland, (Town of New Castle)

Non-Voting Alternates Present via WebEx:

Tom Fridstein, (Town of Snowmass Village); Francie Jacober, (Pitkin County); Sam Rose, (City of Aspen); Ingrid Wussow, (City of Glenwood Springs)

Staff Present via WebEx:

Kurt Ravenschlag, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial Administrative Officer (CFAO); David Pesnichak, Chief Operating Officer (COO); Erin Kemp, Chief Human Resources Officer (CHRO); Craig Dubin, Chief of Staff (CoS); Jamie Tatsuno, Public Information Officer (PIO); Nicole Schoon, Executive Assistant; Kim Wells, Executive Assistant; Ian Adams, Director of Operations; Mike Christenson, Director of Maintenance; Paul Hamilton, Director of Finance; Angela Henderson, Director of Rio Grande Corridor; David Johnson, Director of Sustainability and Legislative Affairs; Ben Ludlow, Interim Capital Programs Director; Jason Schelhaas, Director of Information Technology; Tammy Sommerfeld, Director of Procurement; John Blair, Operations Manager; Mike Hermes, Project Manager; Brett Meredith, Trails & Corridor Manager; Zac Sutherland, Safety, Security, & Risk Manager; Maria Vazquez, HR & Risk Management Manager; Joni Christenson, Communications Specialist; Abbey Pascoe, Trails and Corridor Specialist; Mark Scranton, Talent Acquisition Specialist; Terri Glenn, Accounting Technician I; Jason White, Sustainability Program Administrator

Visitors Present via WebEx:

Lynn Rumbaugh, (City of Glenwood Springs); Tom Newland, (Newland Project Resources Inc., Principal); Robbie O'Meara, Ray Tenny, Diane Reynolds, and Betsy Stewart (citizens)

Agenda

NOTE: Hyperlinks to the February 13, 2025 Board meeting video have been inserted for each Agenda item below. Please view video for additional information.

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

Alyssa Shenk called the February 13, 2025 RFTA Board of Directors meeting to order at 8:35 a.m. Shenk declared a quorum to be present (8-member jurisdictions), and the meeting began at 8:36 a.m.

2. [Approval of Minutes:](#)

Colin Laird moved to approve the January 9, 2025 meeting minutes, and Erin Zalinski seconded the motion. The motion was unanimously approved.

3. [Public Comment:](#)

Shenk asked if any member of the public would like to address the Board or make a comment regarding items not on the February 13, 2025, Board agenda.

Robbie O'Meara stated that she recently saw a Facebook post about putting an alternative lane for buses, which would run from 8th Street to 23rd Street in Glenwood Springs. She stated that this is a highly utilized stretch for individuals to walk. She continued that this stretch of trail is quiet, peaceful, and absolutely beautiful, and if a bus lane were placed along side of it that it would ruin the ambiance and beauty. She emphasized that putting a bus lane next to this beautiful stretch of trail is an extremely bad idea and urged the Board to turn down this proposal and continue to search for alternate solutions.

Ray Tenny stated that as a matter of importance, this RFTA Board has accomplished many things to improve public transit in this valley. He continued that as this RFTA Board continues to pursue transportation improvements, to not forget that they serve the communities and the residents in those communities.

Diana Reynolds stated that she is a committee member of the Take A Minute and Slow Down in Town campaign. She stated that she is appearing before this RFTA Board today with two (2) requests; 1) for RFTA to work with its bus operators and stress to them the importance of driving the 25 mile per hour (MPH) speed limit within any town, they can set the pace and others will follow, and 2) consider utilizing the bus horn more while in town. She reminded the Board that the sides of the buses can be traveling advocates for supporting community values. She stated that some potential messaging for buses could include, the number of vehicles that RFTA has removed from daily commutes, easing the stress for other drivers. Additional messaging could include how RFTA has fostered the reduction in CO2 by utilizing battery electric buses (BEBs), and continues to increase the number of BEBs in its fleet. She continued that the Board and the communities can help to keep Colorado the healthiest state in the nation by walking to and from the bus stations. She stated that bus operators could be reminded of the two (2) second rule for safe distances on the highways. She thanked the Board for their time and was hopeful that the Board would be involved in this ongoing campaign. Reynolds stated, "United we stand and divided we will all fall."

Betsy Stewart stated that the rumor is that RFTA senior staff are expressing to others that the RFTA Board has already chosen a preferred alternative for the BRT alignment, which is to put buses on the Rio Grande Corridor and Trail. She stated that regardless of this rumor having any bias or basis, that the Board and staff be more transparent about the whole process. She requested that the Board and staff be transparent about the National Environmental Policy Act (NEPA) process through press releases and robust public outreach to solicit participation upon accepting any federal funding. Stewart requested that the Board and Executive staff be sensitive to this perceived bias and assure that information disseminated be inclusive, objective, and without favor.

Shenk closed Public Comments at 8:45 a.m.

4. [Items Added to Agenda – Board Member Comments:](#)

Poschman asked if there were any items that needed to be added to the February 13, 2025, Board meeting Agenda.

No items were added to the February 13, 2025, Board Agenda.

Poschman asked if any Board member had any comments or questions regarding issues not on the February 13, 2025, Board meeting Agenda.

Kurt Ravenschlag thanked the members of the public who spoke and wished to clear up some of the confusion regarding the BRT alternative solutions. He stated that RFTA has been awarded a \$1 million grant through the RAISE program, which is a planning grant that will allow RFTA to continue evaluating its alternatives, not a NEPA analysis. He continued that around 3-4 years ago, RFTA conducted an alternatives analysis to evaluate how to extend the BRT from 27th Street to West Glenwood Springs, connecting the I-70 and capture traffic coming from I-70 and transitioning them to a BRT bus. He stated that the study evaluated a number of alternatives to extend the BRT from 27th Street, and during that process RFTA narrowed the alternatives down to two (2) viable options. He stated that one option was that a bus only lane be provided on Grand Avenue, and the second option was using the RFTA Rio Grande Corridor as a bus lane. Ravenschlag stated that unfortunately the study ran out of resources and the ability to continue to identify a locally preferred alternative solution, as well as the pandemic had a major impact on the study. He continued that the grant that RFTA just received will help to evaluate whether using the Rio Grande Corridor or Grand Avenue will be the preferred option for extending the BRT. He stated that RFTA has three (3) years to obligate the grant funds, therefore planning work will likely not start for another year or two (2).

Francie Jacober asked if there would be a fence erected that would block off access and the view of the river.

Ravenschlag responded that those details have not been worked out. He continued that this next phase would be diving into all of those aspects, including which is the best option, how that option would function, where crossings would be located, and what mitigation might be needed for either one of those alternatives. He stated that if the preferred choice were to be to utilize the Rio Grande Trail, another aspect to consider would be where to move the Rio Grande Trail.

Jacobser asked if the Rio Grande Trail would be removed under either alternative solution.

Ravenschlag responded that under no scenario or circumstance would the Rio Grande Trail be removed.

Colin Laird questioned where RFTA currently is in the case study with selecting a preferred alternate solution.

Ravenschlag stated that this is a fairly long process, and now that RFTA has received the additional grant, the next step is to identify the preferred alternative solution. He stated that once an alternative solution is identified, the next steps would likely be a NEPA process, then into engineering final design, and then construction, noting that the whole process could take five (5) to ten (10) years to complete.

Laird mentioned that when RFTA brought this topic to the Board several years ago, Shelly Kaup, the representative from the City of Glenwood Springs, expressed multiple concerns. This led to thorough discussions among the Board regarding the project's scope and a clearer understanding of the available options. He emphasized that Glenwood Springs plays a crucial role in this process, and the Board aims to ensure that the selected alternative is beneficial for both RFTA and Glenwood Springs. He asserted that this matter requires attention due to a significant and persistent traffic issue that will not resolve itself.

Ravenschlag noted that the primary reason for halting this project in 2020 was the lack of adequate resources for RFTA to engage in discussions with the public. He highlighted that the primary purpose of these grant funds is to enable RFTA to engage in meaningful discussions with the communities that will be affected.

Poschman closed Board Comments at 8:53 a.m.

5. [Consent Agenda:](#)

- A. **Resolution 2025-07: Authorization to Submit a FY2024-2025 USDOT/FHWA PROTECT Grant for the Debris Flow Mitigation Project – David Johnson, Director of Sustainability and Legislative Affairs**
- B. **Resolution 2025-08: Authorization to Submit a Garfield County Federal Mineral Lease District (GCFMLD) Grant Application for the Underground Fuel Tanks Replacement Project – David Johnson, Director of Sustainability and Legislative Affairs**
- C. **Resolution 2025-09: Authorization to Execute an Amendment to the 2023 Service Operating Agreement (SOA) for Regional Bikeshare Services Between WE-cycle and the Roaring Fork Transportation Authority – Mary Harlan, Mobility Coordinator**
- D. **Resolution 2025-10: Authorization to Execute IGA between Eagle County and Roaring Fork Transportation Authority for the Traffic and Parking Improvements to El Jebel Park and Ride – Mike Hermes, Project Manager and David Pesnichak, Chief Operating Officer**

Jeanne McQueeney moved to approve Resolution 2025-07: Authorization to Submit a FY2024-2025 USDOT/FHWA PROTECT Grant for the Debris Flow Mitigation Project, Resolution 2025-08: Authorization to Submit a Garfield County Federal Mineral Lease District (GCFMLD) Grant Application for the Underground Fuel Tanks Replacement Project, Resolution 2025-09: Authorization to Execute an Amendment to the 2023 Service Operating Agreement (SOA) for Regional Bikeshare Services Between WE-cycle and the Roaring Fork Transportation Authority, and Resolution 2025-10: Authorization to Execute an IGA between Eagle County and Roaring Fork Transportation Authority for the Traffic and Parking Improvements to El Jebel Park and Ride, and Shenk seconded the motion. The motion was unanimously approved.

6. Information/Updates:

A. [CEO Report](#) – Kurt Ravenschlag, CEO

Ravenschlag provided the Board with an update on the status of federal grant funding, noting that RFTA currently has several grants that may be subject to review. He highlighted that RFTA currently has two (2) grants that could potentially be reviewed to determine if they still align with the priorities of the current administration. He stated that these two (2) grants are causing concern because they have been awarded but are not currently under contract. He announced that the first award of \$32.8 million is designated for the construction of Phases 6A, 6B, and 8 of the new West Glenwood Springs Transit Center, which encompasses the administration building and storage building. Ravenschlag noted that the second grant raising concerns is the RAISE grant for \$1 million, which will assist in implementing the preferred alternative solution in Glenwood Springs. He mentioned that due to their contractual obligations and funding commitments, RFTA is not concerned about the other grants. He stated that the federal granting entities have limited information to provide; however, they are committed to advocating for these programs, having endorsed them for awards from the outset. Ravenschlag mentioned that RFTA staff are collaborating with Sustainable Strategies, which assists RFTA in various advocacy and outreach efforts and provides guidance on how to support these projects.

Laird inquired about the current status of RFTA's construction of the West Glenwood Springs Transit Center.

Ravenschlag noted that RFTA has established a timeline and expects to seek bids for the project in the summer of 2025. He noted that any delays in grant funding would impact the timeline for going to bid and starting construction. He reported that construction is anticipated to begin soon after the bids are awarded, assuming that funding is obtained as scheduled.

Laird inquired about the anticipated timeline for receiving the grant funds, assuming that everything would proceed as usual.

Ravenschlag responded that the next step is to contract with the FTA, which was expected to take place between now and early summer, after which RFTA will proceed with the bidding process. He stated that RFTA is continuing to proceed under this timeline in hopes that it can get the grant under contract between now and early summer. Ravenschlag mentioned that grant funding is a drawdown process, so RFTA will submit invoices against the grant, and then RFTA receives funds as they are drawn against it.

Poschman expressed his satisfaction with RFTA staff's communication with Sustainable Strategies and Federal Representatives, but he raised a question regarding the senators' stance on this issue, as their support could significantly influence the outcome.

Ravenschlag stated that the senators played a crucial role in securing this grant for RFTA. He mentioned that last year, after advocating with the DOT, RFTA staff discussed the grant with several senators in Washington, who demonstrated an understanding of its significance for this region. He stated that RFTA staff are working with Sustainable Strategies to communicate and remind them of the importance that this grant has for RFTA and this region's mobility. Ravenschlag concluded that RFTA is developing sustainable strategies to effectively engage with its elected officials, including new Congressman Hurd, with whom RFTA staff is working to establish a relationship.

Ravenschlag stated that during the previous summer, the RFTA leadership team worked alongside David Knapp, RFTA's leadership development coach, in a process that enabled staff to evaluate its organizational values. He noted that RFTA staff recognized its organizational values and considered what would be pertinent for the new RFTA and the organization's future. He emphasized that staff dedicated several weeks this past summer collaborating with Knapp, RFTA's leadership team, and RFTA directors. The executive team reviewed the organization's values and established seven new principles: stewardship, integrity, respect, excellence, accountability, collaboration, and adaptability. Ravenschlag noted that in October 2024, RFTA held its inaugural Supervisor Summit, which served as a crucial platform to introduce these values. He continued that RFTA wants to make it clear to employees how these values will be applied to day-to-day operations. He highlighted that this is not only about recognizing and rewarding employees but also ensuring mutual accountability. Establishing mutual accountability fosters a sense of shared responsibility among team members, ensuring alignment with the organization's goals and values, ultimately leading to enhanced productivity and organizational success.

Ravenschlag welcomed Michael Yang to provide a brief update on the sales tax exemption matter that was previously discussed with the Board, concerning the Glenwood Springs housing project.

Yang announced that the Colorado Department of Revenue (CDOR) has denied RFTA's request for a sales tax exemption concerning the hotel conversion projects intended for employee housing. He stated that RFTA staff are currently engaged in the CDOR's process and are preparing for a pre-hearing with their legal team and staff. He mentioned that RFTA is currently in the process of collecting the pre-hearing data certificate, which encompasses a list of all the legal issues being addressed, a statement of facts, exhibits, and attachments, along with a list of witnesses and a concise summary of their testimony. He stated that as the process unfolds, staff wants to highlight that organizations possess the right to contest any adverse ruling. Yang mentioned that at the same time, RFTA staff are also pursuing a legislative solution that includes proposing amendments to the Regional Transportation Authority (RTA) Act to explicitly allow for employee housing. Yang mentioned that RFTA staff will keep the Board updated on the progress of this initiative as it develops.

Paul Taddune shared that the primary concern is that CDOR is asserting that providing employee housing for staff does not fall under the governmental responsibilities of the regional transportation authority. He stated that during the meeting between RFTA staff and CDOR, it was argued that employee housing is proprietary rather than governmental. He pointed out that RFTA has the support of Colorado Senator Faith Winter and the Colorado Association of Transit Agencies (CASTA) and proposed revisions that, with any luck, the state legislature will clarify. He shared that RFTA believes that employee housing clearly falls within the implied authority of employment, despite it not explicitly being stated when the RTA was established. Taddune commented that this tax matter can be easily resolved by incorporating the words "employee housing" alongside the local government's authorized powers. He mentioned that this change would clarify the intent of the legislation and ensure that funding for employee housing is protected.

McQueeney inquired whether Senator Winter has pulled a legislative bill number and if it has been submitted.

Yang indicated that RFTA is not aware if Senator Winter has pulled a legislative bill number. He mentioned that Senator Winter's next step is to consult with the governor's office to determine their stance on this matter, and staff are currently awaiting a response.

McQueeney suggested that it could be beneficial for Board members to advocate individually, as it could help to facilitate the decision. She mentioned that she is currently a member of two (2) regional transit authorities (RTAs), and one of those is Core Transit, which currently has a housing plan in place; however, at this time it does not include construction, though it is likely that construction will be necessary in the future. McQueeney expressed her willingness to advocate for RFTA and emphasized that affordable employee housing is a crucial issue that must be addressed.

Poschman recommended that RFTA staff develop a template letter to advocate for RFTA and distribute it to the Board. He mentioned that it would be beneficial to have a letter prepared in case the Board needed to respond.

Ravenschlag reported that as of January, RFTA's overall ridership has increased by 2.3%, highlighting that RFTA is gradually recovering from the pandemic.

7. Presentations/Action Items:

- A. [Resolution 2025-11](#): Acceptance of Covenant Enforcement Commission (CEC) 2024 Report** – Abbey Pascoe, Trails and Railroad Corridor Specialist, Brett Meredith, Trails and Corridor Manager, and Tom Newland, Newland Project Resources Inc., Principal

Ravenschlag introduced Angela Henderson to speak about the Rio Grande Corridor.

Henderson noted that RFTA began the acquisition of the Rio Grande Corridor in 1991. She stated that RFTA initiated the purchase with the intention of operating rail on the corridor; however, there were limited studies to explore what alternative options could exist. She emphasized that for the past 35 years, RFTA has been tasked with overseeing and managing the railroad corridor.

McQueeney raised a question about whether, when RFTA staff begin to enforce the same restrictions across the entire corridor rather than just the nine conservation areas, there will be a sudden influx of encroachments that staff will need to address, or if these issues are already being managed.

Abbey Pascoe indicated that certain encroachments have been identified, yet staff remain unaware of the complete scope of those encroachments. She noted that staff will need to put in significant time and effort to identify all corridor encroachments.

Brett Meredith stated that staff are working on identifying responsible parties for ditch issues and finding collaborative solutions. He noted that asphalt repair projects have been impacted by water saturation, and efforts are being made to address the root problem. He mentioned that staff continues its efforts to eliminate water next to the trail and reduce maintenance costs by redirecting it away from the asphalt. He emphasized the need to implement solutions, such as creating a new ditch and connecting it to existing culverts under the trail and road.

Tom Newland conveyed a statement from Bill Mullins, the RFTA Federal Rail Attorney to the Board, which stated, "This is the gold standard of trails; you should win every award for your management of this trail."

Laird suggested that Board members devote time in their schedules to participate in the corridor tour. He mentioned that he gained insight into the challenges staff face on a daily basis. He mentioned that the reorganization and the addition of more staff to the trail management aspect had a major impact on the management of the trail. Laird proposed that RFTA permit property owners interested in partnership and improvements to provide a bond if they wish to modify a property, ensuring that RFTA and staff can undertake the necessary work if the owners are unable or unwilling to do so. He stated that this would provide staff with the necessary resources and capability to carry out the required corrections without needing to engage in conflicts with the property owners. He mentioned that staff would have the necessary resources to preserve the trail and ensure safety for everyone utilizing the trail.

Newland informed the Board that the 2025 CEC Bike Tour Assessment is set for Thursday and Friday, August 21st and 22nd, commencing at 9:00 a.m. on both days. He highlighted that every participant in the tour will enjoy a complimentary lunch at one of the wonderful restaurants along the way.

Shenk moved to adopt Resolution 2025-11: Acceptance of Covenant Enforcement Commission (CEC) 2024 Report, and Laird seconded the motion. The motion was unanimously approved.

B. Glenwood Maintenance Facility (GMF) and Operations Center Campus Site Inspection and Tour – Ben Ludlow, Interim Capital Projects Director

Board members attending the Glenwood Maintenance Facility (GMF) and Operations Center Campus Site Inspection and Tour:

Greg Poschman, Chair, Alyssa Shenk, Vice-Chair, Brandy Copeland, David Knight, Colin Laird, Jeanne McQueeney, Ingrid Wussow, Erin Zalinski

RFTA staff attending the Glenwood Maintenance Facility (GMF) and Operations Center Campus Site Inspection and Tour:

Kurt Ravenschlag, Paul Taddune, Craig Dubin, David Pesnichak, Jamie Tatsuno, Michael Yang, Ian Adams, Paul Hamilton, Ben Ludlow, Tammy Sommerfeld, Nicole Schoon, Kim Wells, Thomas Auestad, Juan Cabrerra

Juan Cabrerra, RFTA bus operator, welcomed board members and RFTA staff aboard the RFTA Battery Electric Bus (BEB). Cabrerra adeptly navigated the BEB through Glenwood Springs, passing the new Iron Mountain

Place employee housing, and arriving at the Regional Operations Center (ROC). Cabrerra pulled into the ROC where Thomas Auestad, shop foreman, connected the BEB to showcase the charging process.

Ben Ludlow pointed out that the project features indoor heated bus storage and a second-level operations facility, which encompasses a dispatch suite, reception area for visitors, a driver's lounge, five work stations, office spaces, a fatigue management system kiosk, a mother's room, a workout facility, and locker rooms. He stated that the facility includes essential site enhancements, such as grading, drainage, utilities, landscaping, and employee parking. He emphasized that the project encompassed the expansion of indoor heated bus storage to accommodate 60 buses, the addition of new site retaining walls, the installation of four battery electric bus chargers, and an expansion of the fuel and wash lane. He highlighted that the facility is also intended to support future hydrogen vehicles.

Ludlow indicated that upcoming construction encompasses the Glenwood Springs Transit Center/Mobility Hub, the RFTA maintenance, operations, training, and administration center, as well as a facility for zero-emission vehicle equipment storage.

The Board thanked Cabrerra for providing a smooth and enjoyable ride to the ROC and back the Morgridge Commons.

8. Issues to be Considered at Next Meeting:

9. Next Meeting: 8:30 a.m. – 11:00 a.m.; March 13, 2025, Carbondale Town Hall, Room 1 and via WebEx Teleconference, for those who are unable to attend in person.

10. Adjournment:

Shenk moved to adjourn from the February 13, 2025 RFTA Board meeting, and Laird seconded the motion. The motion was unanimously approved.

The February 13, 2025 RFTA Board Meeting adjourned at 11:26 a.m.

Respectfully Submitted:

Nicole R. Schoon
Secretary to the RFTA Board of Directors

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 5. A.

Meeting Date:	March 13, 2025
Subject:	Resolution 2025-12: Authorization to submit FY25 FTA 5339b Bus & Bus Facilities, and 5339c Low or No Emissions Grant Applications to Replace Diesel Buses with Six (6) 40’ Diesel Hybrid and Seven (7) 45’ Diesel Coach Buses
Strategic Outcome:	2.0 SAFE CUSTOMERS, WORKFORCE & GENERAL PUBLIC 4.0 FINANCIAL SUSTAINABILITY 6.0 ENVIRONMENTAL SUSTAINABILITY 7.0 HIGH PERFORMING ORGANIZATION
Strategic Objective:	2.3 The general public has a positive perception of the safety of RFTA services 4.4 Pursue financing opportunities to complete future capital projects 6.1 Trail and transit users enjoy environmentally friendly equipment and facilities 7.1 Optimize the use of RFTA assets through capital improvement planning, preventative maintenance and asset management
Presented By:	David Johnson, Director of Sustainability and Legislative Affairs
Staff Recommendation:	Approve Resolution 2025-12 and authorize staff to apply for \$10.5 million in FTA 5339 program funding (80%), and commit local matching funds of \$2.6 million (20%), for a total project cost of \$13.1 million, for 13 replacement buses.
Executive Summary:	<p>RFTA Staff follow a Fleet Maintenance & Replacement Plan that dictates future replacements based on FTA Useful Life fleet guidelines. To maintain fleet diversity, and to satisfy a wide range of customer needs on various regional routes, Staff intend to procure six (6) diesel-hybrid low-floor buses and seven (7) diesel two-door coach buses. These replacements are already considered in the Zero Emission Fleet Transition Plan.</p> <p>Acknowledging recent transitions in the Federal Transit Administration (FTA), RFTA still anticipates that grants will be due in late April. Pending grant contract execution in December 2025, these 13 buses will likely be ordered in early Q1 2026 with staggered delivery in Q1 and Q2 2027.</p>
Background/Discussion:	The Grants for Buses and Bus Facilities Competitive Program (49 U.S.C. 5339(b)) makes federal resources available to states and direct recipients to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities, including technological changes or innovations to modify low- or no-emission vehicles or facilities. Funding is provided through formula allocations and competitive grants. The Low-No Program 5339(c) provides funding to state and local governmental authorities for the purchase or lease of zero-emission and low-emission transit buses, including acquisition, construction, and leasing of required supporting facilities.
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 request \$10.5 million in FTA 5339 program funding (80%), with a required local match of \$2.6 million (20%), for a total project cost of \$13.1 million.

Exhibits/Attachments:	<ol style="list-style-type: none"> 1. Exhibit 1: Resolution 2025-12: Authorization to submit FY25 FTA 5339b Bus & Bus Facilities, and 5339c Low or No Emissions Grant Applications to Replace Diesel Buses with Six (6) 40' Diesel-Hybrid and Seven (7) 45' Diesel Coach Buses
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Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2025-12**

**AUTHORIZATION TO SUBMIT GRANT APPLICATIONS TO THE FY25 FTA 5339B BUS & BUS FACILITIES AND 5339C LOW
OR NO EMISSIONS GRANT PROGRAMS**

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

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

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

WHEREAS, the Roaring Fork Transportation Authority (RFTA) is a political subdivision of the State of Colorado, and therefore an eligible applicant for a grant, or grants, awarded by FY25 FTA 5339 Grant Programs; and

WHEREAS, the RFTA Board of Directors supports the completion of the project if FTA grants are awarded, and

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

1. The above recitals are hereby incorporated as findings by the RFTA Board of Directors.
2. The RFTA Board of Directors strongly supports the grant applications and will appropriate a total combined local match of up to \$2.6 million, if awarded.
3. If the grants are awarded, the RFTA Board of Directors strongly supports the completion of the project.
4. The Board of Directors of RFTA authorizes the expenditure of funds necessary to meet the terms and obligations of any grant awarded pursuant to a Grant Agreement.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 13th day of March, 2025.

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

By: _____
Greg Poschman, Chair

I, the Secretary of the Board of Directors (the “Board”) of the Roaring Fork Transportation Authority (the “Authority”) do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on March 13, 2025; (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 13th day of March, 2025.

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

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 5. B.

Meeting Date:	March 13, 2025
Subject:	Resolution 2025-13: Authorization to Submit FY26 Congressionally Directed Spending (CDS) Request for a Diesel Coach Bus
Strategic Outcome:	2.0 SAFE CUSTOMERS, WORKFORCE & GENERAL PUBLIC 4.0 FINANCIAL SUSTAINABILITY 7.0 HIGH PERFORMING ORGANIZATION
Strategic Objective:	2.3 The general public has a positive perception of the safety of RFTA services 4.4 Pursue financing opportunities to complete future capital projects 7.1 Optimize the use of RFTA assets through capital improvement planning, preventative maintenance and asset management
Presented By:	David Johnson, Director of Sustainability and Legislative Affairs
Staff Recommendation:	Authorize staff to apply for \$1 million (80%) in CDS funding, with local match of \$250,000 (20%), for a total estimated cost of \$1,250,000 for a two-door diesel coach bus.
Executive Summary:	<p>RFTA Staff follow a Fleet Maintenance & Replacement Plan that dictates future replacements based on FTA Useful Life fleet guidelines. To maintain fleet diversity, and to satisfy a wide range of customer needs on various regional routes, Staff intend to procure six (6) diesel-hybrid low-floor buses and seven (7) diesel two-door coach buses. These replacements are already considered in the Zero Emission Fleet Transition Plan. A CDS award would offset the cost of one diesel coach bus.</p> <p>CDS requests are due no later than March 24, 2025. Pending the timing of awards, the contracts may not be finalized until early 2026. The 13 buses will likely be ordered in early Q1 2026 with staggered delivery in Q1 and Q2 2027.</p>
Background/Discussion:	<p>Congressionally Directed Spending (CDS), previously known as earmarks, is part of the broader appropriations process conducted by the U.S. Senate Committee on Appropriations. The CDS process is an opportunity for state and local government entities and nonprofits to request funding from members of Congress for specific projects in their home states. CDS funding is contingent upon a project being included in federal spending bills, and passed by both the House of Representatives and Senate. If a project is included in a spending bill that is signed into law, funding will be distributed as part of the federal appropriations process during FY26.</p> <p>Senators Bennett and Hickenlooper, and Representative Hurd are participating in the CDS process. Projects must fit within an account of one of the Appropriation Committee’s subcommittees and accounts accepting requests. RFTA’s bus requests will likely fall under the Transportation-HUD Subcommittee, Transit Infrastructure Grants (TIG). Republican leadership in both the House and the Senate have yet to confirm the availability of funding and eligibility for this year’s process.</p>
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:	Staff will apply for \$1 million (80%), with local match of \$250,000 (20%), for a total estimated cost of \$1,250,000 for one two-door diesel coach bus.
Exhibits/Attachments:	1. Exhibit 1 : Resolution 2025-13: Authorization to Submit FY26 Congressionally Directed Spending (CDS) Request for a Diesel Coach Bus

Director _____ moved to adopt the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2025-13**

**AUTHORIZATION TO SUBMIT FY26 CONGRESSIONALLY DIRECTED SPENDING (CDS) REQUESTS FOR A DIESEL COACH
BUS**

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 requests from Congressionally Directed Spending (CDS) Programs; and

WHEREAS, the RFTA Board of Directors supports the completion of the project if CDS requests are granted.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Roaring Fork Transportation Authority 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 total combined local match of up to \$250,000.
3. If the CDS request is granted, the RFTA Board of Directors supports the diesel bus replacements.
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 CDS Grant Agreements.

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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 13th day of March, 2025.

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

By: _____
Greg Poschman, Chair

I, the Secretary of the Board of Directors (the “Board”) of the Roaring Fork Transportation Authority (the “Authority”) do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on March 13, 2025; (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 13th day of March, 2025.

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

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA SUMMARY ITEM # 5. C.

Meeting Date:	March 13, 2025
Subject:	Resolution No. 2025-14: Approve and Authorize the Execution of a Public Utility Easement with the City of Glenwood Springs at Iron Mountain Place Employee Housing
Strategic Outcome:	3.0 SUSTAINABLE WORKFORCE 5.0 SATISFIED CUSTOMERS 7.0 HIGH PERFORMING ORGANIZATION
Strategic Objective:	3.3 Provide comfortable and affordable short-term (3-5 year) housing solutions 5.7 Provide clean and well-maintained facilities, trails and equipment 7.5 Ensure appropriate transparency of all RFTA business
Presented By:	Ben Ludlow, Capital Projects Interim Director
Staff Recommendation:	Approve Resolution 2025-14, and authorize the CEO to execute the Underground Electric Utility Easement with the City of Glenwood Springs Electric Department at Iron Mountain Place Employee Housing, as approved by RFTA legal counsel.
Executive Summary:	The attached easement and exhibit show the new City of Glenwood Springs Electrical easement boundaries at Iron Mountain Place. This easement is necessary for final Certificate of Occupancy to be issued by the City of Glenwood Springs Building Department.
Background/Discussion:	RFTA purchased the Rodeway Inn and renovated the property and converted it from a short-term stay motel to studio apartments suitable for full-time year-round employee housing.
Governance Policy:	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.” 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:	None at this time.
Exhibits/Attachments:	1. Exhibit 1 : Resolution 2025-14: Approve and Authorize the Execution of a Public Utility Easement with the City of Glenwood Springs at Iron Mountain Place Employee Housing 2. Exhibit 2 : Underground Electric Utility Easement

Director _____ moved adoption of the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2025-14**

**APPROVE AND AUTHORIZE THE EXECUTION OF A PUBLIC UTILITY EASEMENT WITH THE CITY OF GLENWOOD SPRINGS
AT IRON MOUNTAIN PLACE EMPLOYEE HOUSING**

WHEREAS, the Roaring Fork Transportation Authority (“RFTA” or “Authority”) owns that real property located within the City of Glenwood Springs, now known as “Iron Mountain Place,” that has been renovated for purposes of employee housing; and

WHEREAS, the City of Glenwood Springs has requested an easement to construct, install, reconstruct, replace, repair, and maintain underground electric utilities, as appears on the easement agreement attached hereto and made a part hereof as Exhibit “A;” and

WHEREAS, RFTA staff recommends that the easement be granted.

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

THAT, the Board hereby approves the easement agreement attached hereto as Exhibit “A”, subject to approval as to form by RFTA’s General Counsel, and hereby authorizes the RFTA CEO to execute the easement on behalf of RFTA and take such action as is necessary and appropriate to effectuate its terms.

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 13th day of March, 2025.

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

By: _____
Greg Poschman, Chair

I, the Secretary of the Board of Directors (the “Board”) of the Roaring Fork Transportation Authority (the “Authority”) do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on March 13, 2025; (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 13th day of March, 2025.

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

**EXHIBIT A
PERMANENT EASEMENT**

A parcel of land lying in the northwest one-quarter (NW1/4), southeast one-quarter (SE1/4) of Section 5, Township 6 South, Range 89 West, of the 6th Principal Meridian, County of Garfield, State of Colorado, being a portion of that Tract described in Reception No. 981280, Garfield County Records, described as follows:

Beginning at the southeast corner of said Reception No. 981280, thence N80°33'41"W, 100.58 feet, along the south line of said Reception No. 981280, to the True Point of Beginning;

thence N03°17'20"E, 255.42 feet;
thence S87°03'38"E, 86.52 feet;
thence S00°55'02"E, 25.97 feet;
thence S03°11'35"W, 67.65 feet;
thence N86°51'07"W, 2.00 feet;
thence S03°11'11"W, 24.52 feet;
thence S86°58'44"E, 13.43 feet, to the east line of said Reception No. 981280;
thence N03°17'20"E, 24.49 feet, along said east line;
thence N86°51'07"W, 1.47 feet;
thence N03°11'35"E, 68.00 feet;
thence N00°55'02"W, 22.03 feet;
thence N03°43'12"E, 39.88 feet;
thence N86°18'18"W, 10.00 feet;
thence S03°43'12"W, 26.41 feet;
thence N87°03'38"W, 86.91 feet;
thence N03°17'20"E, 147.91 feet, to the north line of said Reception No. 981280;
thence N65°10'28"W, 10.75 feet, along said north line, to the northwest corner of said Reception No. 981280;
thence S03°17'20"W, 416.20 feet, along said west line, to the south line of said Reception No. 981280;
thence S80°33'41"E, 10.06 feet, along said south line, to the Point of Beginning.

Containing 6,646 square feet (0.153 acres) more or less.

All lineal distances shown hereon are in U.S. Survey Feet.

As shown on Exhibit A, Sheet 2 of 2, attached hereto and made a part hereof.

For the purposes of this description, bearings are based on a line from the southeast corner of said Reception No. 981280 to a City of Glenwood Springs block monument, a 3" brass cap in range box, intersection of Pitkin Ave. and 8th St., which bears S44°12'05"E, 7055.40 feet, monumented and shown hereon.

The author of this description is Scott J. Klinker, PLS 38377, prepared on behalf of SEH Inc., 2000 South Colorado Boulevard, Suite 6000, Denver, CO 80222, on February 20, 2025, under Job No. 168157, for Roaring Fork Transportation Authority, and is not to be construed as representing a monumented land survey.

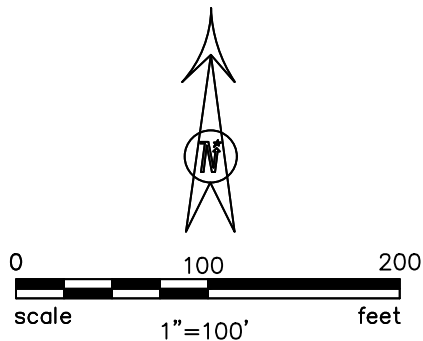
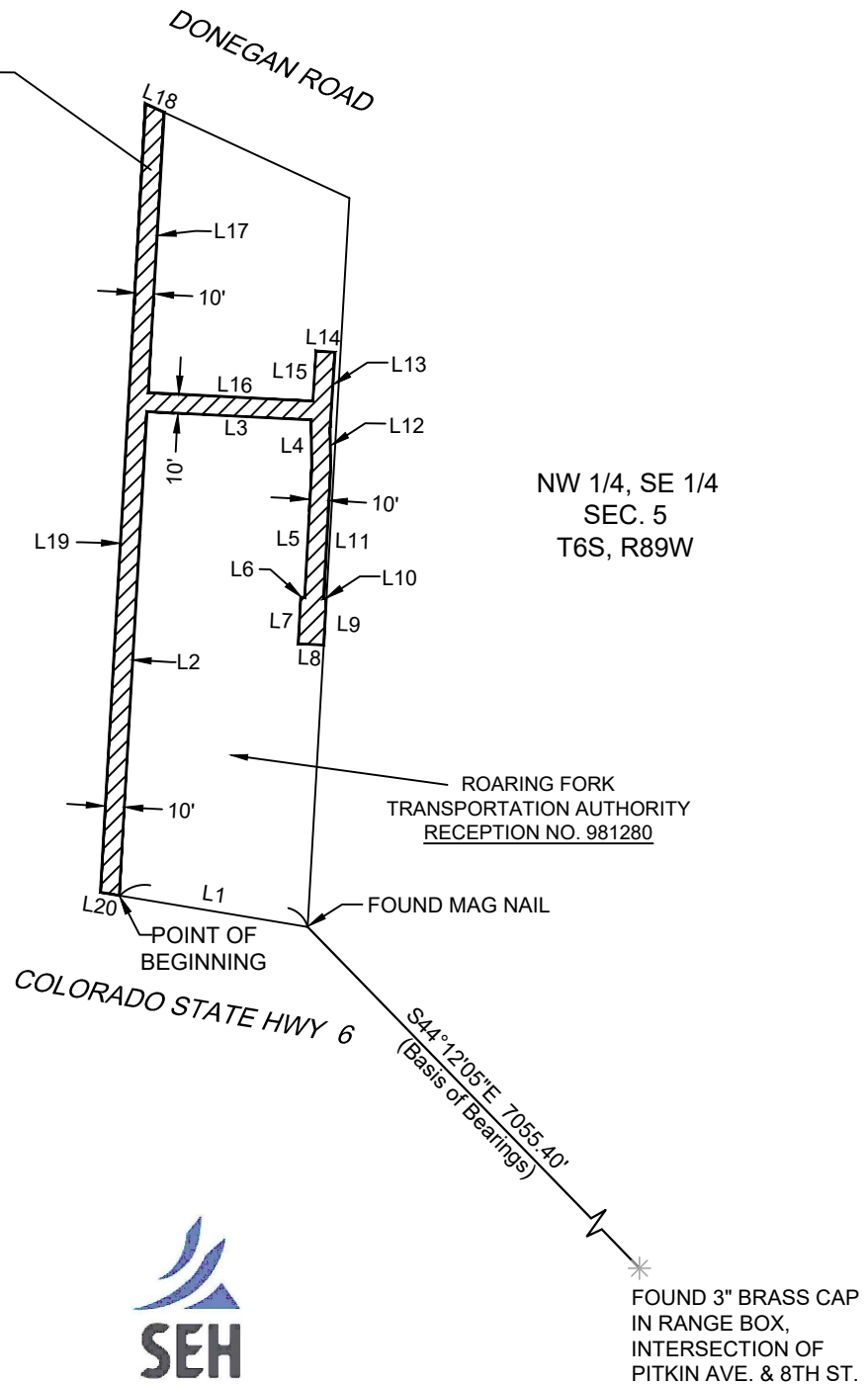


Scott J. Klinker, PLS 38377

EXHIBIT A
52039 HIGHWAY 6, GLENWOOD SPRINGS, CO 81601

PARCEL A
 6,646 S.F. (0.153 AC) M/L

LINE	BEARING	LENGTH
L1	N80°33'41"W	100.58'
L2	N03°17'20"E	255.42'
L3	S87°03'38"E	86.52'
L4	S00°55'02"E	25.97'
L5	S03°11'35"W	67.65'
L6	N86°51'07"W	2.00'
L7	S03°11'11"W	24.52'
L8	S86°58'44"E	13.43'
L9	N03°17'20"E	24.49'
L10	N86°51'07"W	1.47'
L11	N03°11'35"E	68.00'
L12	N00°55'02"W	22.03'
L13	N03°43'12"E	39.88'
L14	N86°18'18"W	10.00'
L15	S03°43'12"W	26.41'
L16	N87°03'38"W	86.91'
L17	N03°17'20"E	147.91'
L18	N65°10'28"W	10.75'
L19	S03°17'20"W	416.20'
L20	S80°33'41"E	10.06'




 2000 S. Colorado Blvd.
 Suite 6000
 Denver, Colorado 80222
 Phone: 303-586-5800
 FAX: 888-908-8166
 www.sehinc.com

UNERGROUNDELECTRIC UTILITY EASEMENT

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, ***ROARING FORK TRANSPORTATION AUTHORITY***, whose address is 52039 Highway 6 & 24, Glenwood Springs, Colorado 81601 (hereinafter called the "Grantor"), of the County of Garfield, State of Colorado, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does hereby grant, bargain and convey to the ***CITY OF GLENWOOD SPRINGS, COLORADO***, a Municipal Corporation, whose address is 101 West 8th Street, Glenwood Springs, Colorado 81601 (hereinafter called the "Grantee"), and its successors and assigns, the following permanent public utility easement upon the following lands of Grantor, situated in the City of Glenwood Springs, county of Garfield, State of Colorado, said easement being more particularly described as follows:

LEGAL DESCRIPTION FROM EXHIBIT A

A parcel of land lying in the northwest one-quarter (NW1/4), southeast one-quarter (SE1/4) of Section 5, Township 6 South, Range 89 West, of the 6th Principal Meridian, County of Garfield, State of Colorado, being a portion of that Tract described in Reception No. 981280, Garfield County Records, described as follows:

Beginning at the southeast corner of said Reception No. 981280, thence N80°33'41"W, 100.58 feet, along the south line of said Reception No. 981280, to the True Point of Beginning;

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Containing 6,646 square feet (0.153 acres) more or less.

All lineal distances shown hereon are in U.S. Survey Feet.

As shown on Exhibit A, Sheet 2 of 2, attached hereto and made a part hereof.

For the purposes of this description, bearings are based on a line from the southeast corner of said Reception No. 981280 to a City of Glenwood Springs block monument, a 3" brass cap in range box,

intersection of Pitkin Ave. and 8th St., which bears S44°12'05"E, 7055.40 feet, monumented and shown hereon.

The author of this description is Scott J. Klinker, PLS 38377, prepared on behalf of SEH Inc., 2000 South Colorado Boulevard, Suite 6000, Denver, CO 80222, on February 20, 2025, under Job No. 168157, for Roaring Fork Transportation Authority, and is not to be construed as representing a monumented land survey.

Grantee shall have the right to construct, install, reconstruct, replace, repair, and maintain underground electric utilities, as specified, within the above described lands, together with the right to remove any and all fences, walls and other structures, within said easement when such is reasonably necessary for the exercise of the rights herein granted. After the exercise by Grantee of any of its rights hereunder, Grantee shall promptly restore the surface of the ground to its former condition as nearly as is practicable, at the sole expense of Grantee.

Neither the extent nor use of the easement granted herein shall be expanded or enlarged from its initial use without a specific written grant from Grantor for such expansion or enlargement.

Grantor agrees that all facilities installed by the Grantee within the easement shall remain the property of the Grantee and shall be removable at the option of the Grantee. In the event that the extent and use of the easement is abandoned or no longer used for the purpose described herein at any time hereafter for a period of one (1) year or more, the grant herein shall revert to the Grantor, its heirs, successors and assigns.

Except for the rights and privileges granted to the Grantee by this Agreement, the Grantor reserves the full, complete and uninterrupted right to use, possess and occupy all portions of the property encumbered by the easement granted herein, so long as such use, possession and occupancy does not unreasonably interfere with the purposes for which the easement are hereby granted.

TO HAVE AND TO HOLD, said permanent easement, unto Grantee, its successors and assigns, forever.

WITNESS the due execution hereof on _____, 2025

Grantor: **ROARING FORK TRANSPORTATION AUTHORITY**

By: _____
Kurt Ravenschlag, CEO

STATE OF COLORADO)
)ss.
COUNTY OF GARFIELD)

The foregoing Public Utility Easement Deed was acknowledged before me this ____ day of _____, 2025, by _____.

Witness my hand and official seal.

My commission expires: _____

Notary Public
Address:

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

Meeting Date:	March 13, 2025
Subject:	First Last Mile Mobility (FLMM) Reserve Grant Program: Existing Conditions and Next Steps
Strategic Outcome:	1.0 ACCESSIBILITY AND MOBILITY 6.0 ENVIRONMENTAL SUSTAINABILITY
Strategic Objective:	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 1.6 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:	Mary Harlan, Mobility Coordinator
Staff Recommendation:	<p>The purpose of the FLMM Committee is, “To define RFTA’s long-term role in FLMM, specifically addressing funding.”</p> <p>FLMM Board Advisory Committee meetings were held on December 9, 2024, January 13, 2025, and March 3, 2025.</p> <p>At the March 3, 2025 FLMM Committee meeting, the following short-term and mid-term actions were proposed as based on the previous two meetings held on December 9, 2024 and January 13, 2025:</p> <ul style="list-style-type: none"> • Continue the FLMMR Seed-Funding Grant program, prioritizing bikeshare, microtransit, planning, and infrastructure, in that order, for three years at 50% funding of project costs. • RFTA staff to work with jurisdictions on FLMM planning efforts. • The percentage of microtransit trips to and from RFTA’s trunk line will continue to be a key performance indicator for FLMMR grant funding. • Following 3-year seed funding for microtransit (at 50% of total project costs) RFTA FLMM grant funding eligibility will taper by 10% per year. At the point where the 10% taper reaches the percentage of microtransit trips taken to and from RFTA’s trunk line, FLMM grant funding will be based on previous three-year average of trips taken to and from the trunk line. • RFTA staff to continue identifying operational and service efficiencies for cost-saving potentially applied to FLMM services. • Local, state, and federal funding opportunities will be continually explored and possibly applied to at a regional level. • Short-term funding solutions such as advertisements on the exterior and interior of microtransit buses and/or consolidating pick-up and drop-off locations are to be considered by jurisdictions. • RFTA staff to continue developing an integrated transportation map showing the gaps and duplicity in the Roaring Fork Valley’s overall transportation system. <p>Also, at the March 3, 2025 FLMM Committee meeting, the following long-term actions were proposed as based on the previous two meetings held on December 9, 2024 and January 13, 2025:</p>

	<ul style="list-style-type: none"> • RFTA staff to collaborate on regional and statewide legislation and policies affecting funding toward FLMM efforts. • RFTA staff will follow-up with Board members at regular Board meetings, reporting out at regular intervals. • The FLMM Board Advisory Committee may reconvene in the future as requested and appropriate. • RFTA and jurisdictions will continue to explore a tax levy to help fund FLMM services long term.
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 priority objectives for RFTA to focus on 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, September 12, and October 20, 2024 RFTA Board meetings, staff presented background and performance data, financial data for the FLMM grant program, and a recommended set of actions. The Board decided to move forward instead with the creation of a Board committee to review and make a recommendation on the FLMM program.</p> <p>The FLMM committee met on October 29, 2024 with the members who expressed interest at the October 10, 2024 Board meeting. At this meeting, the Committee requested to establish the Committee by Resolution based on RFTA Board of Directors Bylaws, nominating Ben Bohmfalk as Committee Chair and Colin Laird as Committee Vice-Chair. Additionally, a Purpose Statement was established for the Committee: "To define RFTA's long-term role in FLMM, specifically addressing funding."</p> <p>Goals of the Committee were also established at this meeting, with a Committee timeline of a six (6) to seven (7) month engagement timeframe, aiming for a presentation to the Board of Directors in February, 2025.</p> <p>At the November 14, 2024 Board meeting, the FLMM Committee was approved scheduled to meet on December 9, 2024.</p> <p>The committee met on December 9, 2024, January 13, 2025, and March 3, 2025. During the last committee meeting, the recommendations mentioned above were presented.</p>

**Background/
Discussion:**

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.

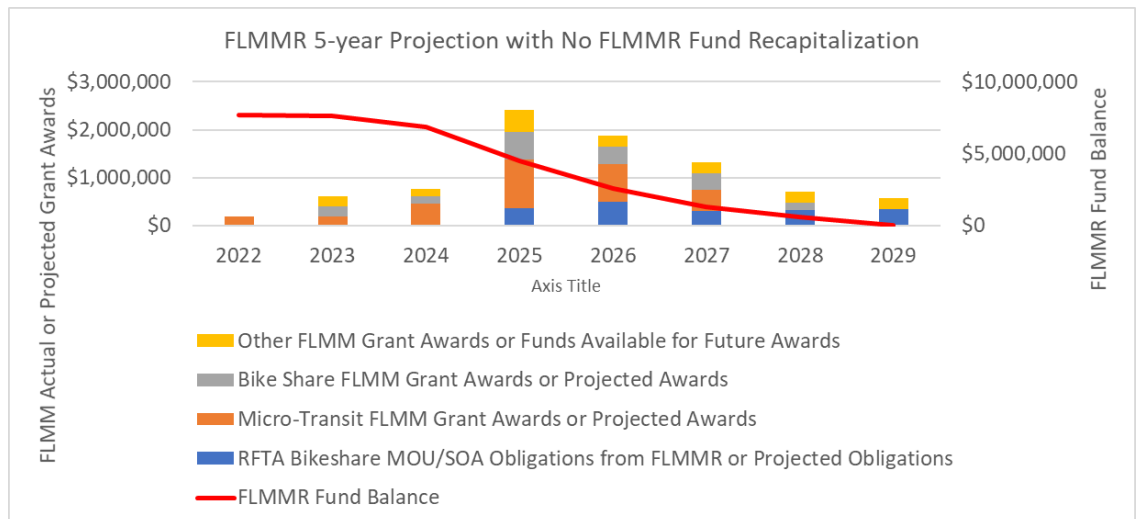
RFTA did not venture into First Last Mile Mobility (FLMM) or micro-mobility until 2021-2022 with the creation of the FLMM Grant Program and 2023 with the signing of the Bike Share Memorandum of Understanding (MOU) and Service Operating Agreement (SOA), as recommended by the 2022 Regional Bike Share Plan.

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. The Board also approved Resolution 2021-20 approving amendments to the Board Bylaws and Board Governance Policy to create Bylaws for the FLMM Grant program.

As an overview of the FLMM Grant program to date, below outlines the grants received or granted through the program between 2022 and 2025.

FLMM Grant Awards – 2022-2025	Applications Received / Granted	Total Requests
Bike Share	14	\$931,934
Micro-Transit	7	\$1,861,560
Infrastructure	5	\$983,849.40
Total	26	\$3,777,343.40

Following analysis of the previous, current and anticipated future demands on the FLMM reserve fund through the FLMM grant program, the graph below depicts the trend currently anticipated out to 2029, which is the end of the Bike Share Memorandum of Understanding (MOU) and Service Operating Agreement (SOA).



At the September and October, 2024 Board meetings, Staff provided detailed reports and presentations on the performance and trends to date with the FLMM program as well as the financial demands and future projections for the FLMM reserve fund.

Governance Policy:	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.”
Fiscal Implications:	None at this time.
Exhibits/Attachments:	1. Attachment 1 : FLMM Update Presentation

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

Meeting Date:	March 13, 2025
Agenda Item:	Resolution 2025-15: 2024 Supplemental Budget Appropriations
Strategic Outcome:	4.0 FINANCIAL SUSTAINABILITY
Strategic Objective:	4.1 Ensure fiscal integrity
Presented By:	Paul Hamilton, Finance Director
Staff Recommendation:	Adopt Supplemental Budget Appropriation Resolution 2025-15
Executive Summary:	<p>At the December 2024 Board meeting, staff communicated to the Board that at the March 2025 Board meeting a request to carry-forward unexpended budget from 2024 to 2025 for various projects would be made after 2024 invoices have been received and paid. Based on the continuation of RFTA’s year-end review, staff has identified the following unexpended project budgets and related revenues to be carry-forward from 2024 and re-appropriated to 2025, primarily due to timing of the projects. In addition, there is a new budget amendment relating to long-term leases and subscription-based information technology arrangements (subscriptions) in accordance to Government Accounting Standards Board (GASB) Statements No. 87 and No. 96.</p> <p>General Fund:</p> <ol style="list-style-type: none"> 1. CDOT Operating Grant – FASTER Hogback: <ol style="list-style-type: none"> a. (\$74,439) decrease in Grant Revenues 2. ZEV Safety and Training Program: <ol style="list-style-type: none"> a. (\$26,905) decrease in Grant Revenues b. (\$506) decrease in Capital Outlay 3. Ten Battery Electric Buses: <ol style="list-style-type: none"> a. (\$15,540,000) decrease in Grant Revenues b. (\$15,859,890) decrease in Capital Outlay 4. WE-cycle Bikeshare: <ol style="list-style-type: none"> a. (\$229) decrease in Other Government Contributions b. (\$25,000) decrease in Transit c. (\$386,066) decrease in Capital Outlay 5. 27th Street and SH82 Underpasses Project: <ol style="list-style-type: none"> a. (\$1,368,733) decrease in Capital Outlay 6. GMF Expansion Project – Phases 3, 4, 5, and 7: <ol style="list-style-type: none"> a. (\$427,574) decrease in Transit b. (\$302,350) decrease in Capital Outlay 7. GMF Expansion Project – Phases 6 and 8: <ol style="list-style-type: none"> a. (\$321,753) decrease in Capital Outlay 8. Battery Electric Bus On-Route Charger: <ol style="list-style-type: none"> a. (\$115,935) decrease in Capital Outlay 9. Housing Project – Iron Mountain Place: <ol style="list-style-type: none"> a. (\$510,968) decrease in Capital 10. AMF Bus Wash Replacement: <ol style="list-style-type: none"> a. (\$540,180) decrease in Capital 11. GMF Underground Storage Tanks Design:

- a. (\$177,607) decrease in Capital
- 12. Bus Shelters Replacement:**
 - a. (\$62,560) decrease in Capital
- 13. Enterprise Resource Planning (ERP) Project:**
 - a. (\$94,000) decrease in Transit
 - b. (\$1,164,631) decrease in Capital
- 14. Vehicle Maintenance Projects:**
 - a. (\$837,112) decrease in Capital Outlay
- 15. Safety Mitigation:**
 - a. (\$40,650) decrease in Capital Outlay
- 16. Roaring Fork Bridge Rehabilitation:**
 - a. (\$51,350) decrease in Capital Outlay
- 17. South Bridge Project Contribution:**
 - a. (\$4,000,000) decrease in Capital Outlay
- 18. TOSV Transit Center Contribution:**
 - a. (\$500,000) decrease in Capital Outlay
- 19. Parker House Improvements:**
 - a. (\$51,738) decrease in Capital Outlay
- 20. CDL Course Improvements:**
 - a. (\$60,250) decrease in Capital Outlay
- 21. Integrated Clean Energy System Contribution:**
 - a. (\$213,750) decrease in Capital Outlay
- 22. IT Projects and Equipment:**
 - a. (\$591,495) decrease in Capital Outlay
- 23. First and Last Mile Mobility (FLMM) Grant Program:**
 - a. (\$150,230) decrease in Capital Outlay
- 24. Comprehensive Housing Policy:**
 - a. (\$47,160) decrease in Capital Outlay
- 25. Ridership Campaign Mobile App:**
 - a. (\$27,500) decrease in Capital Outlay
- 26. Community Safety Action Plan:**
 - a. (\$60,000) decrease in Capital Outlay
- 27. Glenwood Springs Corridor Study:**
 - a. (\$75,000) decrease in Capital Outlay
- 28. USFS Maroon Bells Study Contribution:**
 - a. (\$28,000) decrease in Capital Outlay
- 29. Facilities Projects:**
 - a. (\$43,468) decrease in Capital Outlay
- 30. Trail Projects and Equipment:**
 - a. (\$134,442) decrease in Capital Outlay
- 31. Long-Term Leases and Subscription Based Information Technology Arrangements (GASB 87 & 96):** In accordance with the Governmental Accounting Standards Board (GASB), RFTA is required to recognize the present value of payments expected to be made for certain noncancelable leases of apartment units, office units, and agreements for software access. RFTA recognizes an intangible right to use the assets and a corresponding liability for these items on its financial statements. The lease and subscription terms include the noncancelable period of the lease or subscription and the extended lease term that is reasonably expected to exercise. Examples of some items that qualify for this treatment include the Burlingame

	<p>Housing Master Lease Agreement, three office space leases, RFTA’s mobile ticketing platform, and ERP software. Staff is requesting the following budget amendment for the long-term portion, greater than one-year, of RFTA’s leases and subscriptions; a \$0 net fund balance impact.</p> <ul style="list-style-type: none"> a. \$3,500,000 increase in Other Financing Sources b. \$3,500,000 increase in Capital Outlay <p>Bus Stop and Park & Ride Special Revenue Fund:</p> <ul style="list-style-type: none"> 1. (\$91,390) decrease in Capital Outlay 						
Policy Implications:	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:	<p>Net increase (decrease) to 2024 fund balance by fund:</p> <table border="1"> <tr> <td>General Fund</td><td>\$12,628,325</td></tr> <tr> <td>Bus Stop and PnR SRF</td><td>91,390</td></tr> <tr> <td>Total</td><td>\$12,719,715</td></tr> </table>	General Fund	\$12,628,325	Bus Stop and PnR SRF	91,390	Total	\$12,719,715
General Fund	\$12,628,325						
Bus Stop and PnR SRF	91,390						
Total	\$12,719,715						
Exhibits/Attachments:	1. Exhibit 1 : Resolution 2025-15: 2024 Supplemental Budget Appropriations						

Director _____ moved adoption of the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2025-15**

2024 SUPPLEMENTAL BUDGET RESOLUTION

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

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

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

WHEREAS, certain revenues will become available and additional expenditures have become necessary that were not anticipated during the preparation of the 2024 budget; and

WHEREAS, upon due and proper notice, published in accordance with the state budget law, said supplemental budget was open for inspection by the public at a designated place, a public hearing was held on March 13, 2025 and interested taxpayers were given an opportunity to file or register any objections to said supplemental budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Roaring Fork Transportation Authority that the following adjustments will be made to the 2024 budget as summarized herein:

General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Grants	(\$74,439)	CDOT Operating Grant - FASTER Hogback; c/f to 2025
Grants	(26,905)	CDOT Grant - ZEV Safety and Training Program; c/f to 2025
Grants	(5,460,000)	Clean Transit Enterprise (CTE) Vehicle Capital Grant; c/f to 2025
Grants	(10,080,000)	VW Settlement Program Awards Capital Grant; c/f to 2025
Other govt contributions	(229)	Town of Carbondale 2024 WE-cycle Capital contribution; c/f to 2025
Other financing sources	3,500,000	Proceeds from long-term leases & subscriptions
Total Revenue & OFS	(\$12,141,573)	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$41,598,000	\$-	\$41,598,000
Property tax	17,963,000	-	17,963,000
Grants	40,943,044	(15,641,344)	25,301,700
Fares	4,794,360	-	4,794,360
Other govt contributions	1,181,970	(229)	1,181,741
Other income	5,802,860	-	5,802,860
Other financing sources	-	3,500,000	3,500,000
Total	\$112,283,234	(\$12,141,573)	\$100,141,661

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Transit	(\$427,574)	Re-purpose internal engineer/inspector payroll from operating to capital
Transit	(94,000)	Re-purpose internal ERP project manager payroll from operating to capital
Transit	(25,000)	WE-cycle bikeshare planning - c/f to 2025
Capital	427,574	Re-purpose internal engineer/inspector payroll to capital from operating
Capital	94,000	Re-purpose internal ERP project manager payroll to capital from operating
Capital	(15,859,890)	Ten (10) electric buses - c/f to 2025
Capital	(327,000)	Engine / transmission rebuilds - c/f to 2025
Capital	(365,022)	Driver bus barriers - c/f to 2025
Capital	(145,090)	VM illustrated parts catalog - c/f to 2025
Capital	(40,650)	Safety mitigation - c/f to 2025
Capital	(506)	ZEV safety & training equipment - c/f to 2025
Capital	(4,461)	GMF overhead doors replacement - c/f to 2025
Capital	(165,360)	GMF expansion architect & engineering support services - c/f to 2025
Capital	(39,926)	GMF expansion phases 3 & 7 design-build - c/f to 2025
Capital	(381,612)	GMF expansion owner contingency - c/f to 2025
Capital	(75,540)	GMF expansion phases 3457 non-reimbursable - c/f to 2025
Capital	(40,520)	GMF expansion 3457 design & PM support - c/f to 2025
Capital	(22,505)	GMF expansion phases 4 & 5 design-build - c/f to 2025

Capital	(200,400)	GMF expansion phases 6&8 architect & engineering support services - c/f to 2025
Capital	(121,353)	GMF expansion phases 6&8 design costs - c/f to 2025
Capital	(6,025)	27th Street & SH82 underpasses design costs - c/f to 2025
Capital	(1,134,000)	27th Street & SH82 underpasses contingency - c/f to 2025
Capital	(55,880)	27th Street & SH82 underpasses construction management - c/f to 2025
Capital	(172,828)	27th Street & SH82 underpasses permit/plan review - c/f to 2025
Capital	(25,773)	Iron Mountain Place design costs - c/f to 2025
Capital	(149,370)	Iron Mountain Place contingency - c/f to 2025
Capital	(335,825)	Iron Mountain Place construction - c/f to 2025
Capital	(5,118)	BEB on-route charger contingency - c/f to 2025
Capital	(30,817)	BEB on-route charger software - c/f to 2025
Capital	(80,000)	BEB on-route charger hardware - c/f to 2025
Capital	(42,970)	AMF bus wash fire door - c/f to 2025
Capital	(417,260)	AMF bus wash replacement - c/f to 2025
Capital	(79,950)	AMF bus wash design costs - c/f to 2025
Capital	(177,607)	GMF underground storage tanks design costs - c/f to 2025
Capital	(17,030)	West Glenwood Mall bus shelter - c/f to 2025
Capital	(45,530)	Aspen Service Center Road bus shelter - c/f to 2025
Capital	(16,600)	AMF dispensing reels - c/f to 2025
Capital	(26,868)	Stormwater management plans - c/f to 2025
Capital	(51,738)	Parker House improvements - c/f to 2025
Capital	(60,250)	CDL course improvements - c/f to 2025
Capital	(500,000)	Contribution to TOSV for transit station - c/f to 2025
Capital	(4,000,000)	Contribution to Glenwood Springs for South Bridge - c/f to 2025
Capital	(384,000)	WE-cycle bikeshare core capital - c/f to 2025
Capital	(2,066)	WE-cycle bikeshare capital replacement - c/f to 2025
Capital	(230)	FLMM grant to Carbondale for WE-cycle capital replacement - c/f to 2025
Capital	(150,000)	FLMM Grant to TOSV for Brush Creek road pedestrian improvements - c/f to 2025
Capital	(47,160)	Comprehensive housing policy - c/f to 2025
Capital	(27,500)	Ridership campaign mobile app - c/f to 2025
Capital	(92,500)	ERP consulting services - c/f to 2025
Capital	(28,000)	Contribution to USFS for Maroon Bells study - c/f to 2025
Capital	(213,750)	Contribution for Integrated Clean Energy System - c/f to 2025
Capital	(60,000)	Community safety action plan - c/f to 2025
Capital	(75,000)	Glenwood Springs corridor study - c/f to 2025
Capital	(24,000)	Call reporting - c/f to 2025
Capital	(97,000)	SH82 TSP maintenance - c/f to 2025
Capital	(40,875)	Computers - desktops - c/f to 2025
Capital	(12,510)	Computers - laptops - c/f to 2025
Capital	(53,100)	Trapeze software - c/f to 2025
Capital	(42,550)	Bus IVN units upgrade - c/f to 2025
Capital	(18,000)	WIFI upgrade - c/f to 2025
Capital	(2,580)	Employee smartcard project - c/f to 2025
Capital	(39,740)	Server upgrade - c/f to 2025
Capital	(237,840)	VM EAM/Trapeze OPS integration - c/f to 2025

Capital	(23,300)	IT equipment & upgrades - c/f to 2025
Capital	(1,032,126)	ERP system - c/f to 2025
Capital	(134,005)	ERP system project management - c/f to 2025
Capital	(51,350)	Roaring Fork Bridge construction - c/f to 2025
Capital	(91,000)	Riverview Trail fence construction - c/f to 2025
Capital	(24,692)	River connection to Satank - c/f to 2025
Capital	(18,750)	RGT pedestrian counters - c/f to 2025
Capital	3,500,000	Long-term leases and subscriptions
Total Expenditures & OFU	(\$24,769,898)	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$2,593,606	\$-	\$2,593,606
Transit	45,389,326	(546,574)	44,842,752
Trails & Corridor Mgmt	1,263,978	-	1,263,978
Capital	82,116,491	(24,223,324)	57,893,167
Debt service	1,882,484	-	1,882,484
Other financing uses	5,779,993	-	5,779,993
Total	\$139,025,878	(\$24,769,898)	\$114,255,980

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

Revenues and other financing sources	(\$12,141,573)
Less Expenditures and other financing uses	24,769,898
Net increase (decrease) in fund balance	\$12,628,325

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$107,368,890*
2023-16 & 2023-17	\$107,368,890	\$4,179,781	111,548,671
2024-08	111,548,671	(33,218,535)	78,330,136
2024-16	78,330,136	2,296,110	80,626,246
2025-15	80,626,246	12,628,325	93,254,571
Total Net Change		(\$14,114,319)	

*** Audited**

Bus Stop and Park & Ride Special Revenue Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
No Change		

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

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	(\$20,390)	Bus shelters - c/f to 2025
Capital	(71,000)	Restroom remodel -c/f to 2025
Total Expenditures & OFU	(\$91,390)	

Expenditures & OFU Summary	Previous	Change	Current
Transit	\$1,759,011	\$-	\$1,759,011
Capital	187,200	(91,390)	95,810
Total	\$1,946,211	(\$91,390)	\$1,854,821

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

Revenues and other financing sources	\$-
Less Expenditures and other financing uses	91,390
Net increase (decrease) in fund balance	\$91,390

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$97,204*
2023-16 & 2023-17	\$97,204	(\$97,204)	-
2025-15	-	91,390	91,390
Total Net Change		(\$5,814)	

*Audited

That the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2024 budget of the Roaring Fork Transportation Authority, and be a part of the public records of the Roaring Fork Transportation Authority.

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

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 13th day of March, 2025.

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

By: _____
Greg Poschman, Chair

I, the Secretary of the Board of Directors (the “Board”) of the Roaring Fork Transportation Authority (the “Authority”) do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on March 13, 2025 (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 13th day of March, 2025

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

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

Meeting Date:	March 13, 2025
Agenda Item:	Resolution 2025-16: 2025 Supplemental Budget Appropriations
Strategic Outcome:	4.0 FINANCIAL SUSTAINABILITY
Strategic Objective:	4.1 Ensure fiscal integrity
Presented By:	Paul Hamilton, Director of Finance
Staff Recommendation:	Adopt Supplemental Budget Appropriation Resolution 2025-16
Executive Summary:	<p>At the December 2024 Board meeting, staff communicated to the Board that at the March 2025 Board meeting a request to carry-forward unexpended capital and transit budget from 2024 to 2025 for various projects would be made after 2024 invoices have been received and paid. Based on the continuation of RFTA’s year-end review, staff has identified the following unexpended project budgets and related revenues that are being requested to be carry-forwarded from 2024 and re-appropriated to 2025 primarily due to timing of projects. In addition, there are budget amendments related to existing budgeted projects and for new budget projects described below.</p> <p>General Fund:</p> <ol style="list-style-type: none"> 1. Re-appropriations: The following budgets are carry-forwards from 2024 and re-appropriated to 2025: <ol style="list-style-type: none"> a. CDOT Operating Grant – FASTER Hogback: <ol style="list-style-type: none"> i. \$74,439 increase in Grant Revenues b. ZEV Safety and Training Program: <ol style="list-style-type: none"> i. \$26,905 increase in Grant Revenues ii. \$506 increase in Capital Outlay c. Ten Battery Electric Buses: <ol style="list-style-type: none"> i. \$15,540,000 increase in Grant Revenues ii. \$15,859,890 increase in Capital Outlay d. WE-cycle Bikeshare: <ol style="list-style-type: none"> i. \$229 increase in Other Government Contributions ii. \$25,000 increase in Transit iii. \$386,066 increase in Capital Outlay e. 27th Street and SH82 Underpasses Project: <ol style="list-style-type: none"> i. \$1,368,733 increase in Capital Outlay <ol style="list-style-type: none"> 1. \$54,335 relates to the timing for design and construction management services costs 2. \$1,314,378 repurpose for 2025 Capital Contingency f. GMF Expansion Project – Phases 3, 4, 5, and 7: <ol style="list-style-type: none"> i. \$729,924 increase in Capital Outlay <ol style="list-style-type: none"> 1. \$321,564 relates to the timing of architectural, engineering, project management, and design-build costs 2. \$313,000 repurpose for GMF Phases 6 & 8 design costs 3. \$95,360 repurpose for 2025 Capital Contingency g. GMF Expansion Project – Phases 6 & 8:

- i. \$321,753 increase in Capital Outlay
- h. Battery Electric Bus On-Route Charger:**
 - i. \$115,935 increase in Capital Outlay
- i. Housing Project – Iron Mountain Place:**
 - i. \$510,968 increase in Capital Outlay
 - 1. \$461,598 relates to the timing of design and renovation costs
 - 2. \$49,370 repurpose for 2025 Capital Contingency
- j. AMF Bus Wash Replacement:**
 - i. \$540,180 increase in Capital Outlay
 - 1. \$79,950 relates to AMF bus wash replacement design
 - 2. \$460,230 repurposed for 2025 Capital Contingency
- k. GMF Underground Storage Tanks Design:**
 - i. \$177,607 increase in Capital Outlay
- l. Bus Shelters Replacement:**
 - i. \$62,560 increase in Capital Outlay
- m. Enterprise Resource Planning (ERP) Project:**
 - i. \$1,258,631 increase in Capital Outlay
- n. Vehicle Maintenance Projects:**
 - i. \$837,112 increase in Capital Outlay
 - 1. \$365,022 relates to the timing of the driver bus barriers project
 - 2. \$135,000 relates to GMF MAU 1,2,3 replacement
 - 3. \$87,000 relates to GMF gas detection system upgrade
 - 4. \$15,000 relates to AMF oil burner replacement
 - 5. \$45,000 relates to NTD validation
 - 6. \$27,500 relates to BOD software
 - 7. \$162,590 repurpose for 2025 Capital Contingency
- o. Safety Mitigation:**
 - i. \$40,650 increase in Capital Outlay
- p. Roaring Fork Bridge Rehabilitation:**
 - i. \$51,350 increase in Capital Outlay
 - 1. Repurpose for 2025 Capital Contingency
- q. South Bridge Project Contribution:**
 - i. \$4,000,000 increase in Capital Outlay
- r. TOSV Transit Center Contribution:**
 - i. \$500,000 increase in Capital Outlay
- s. Parker House Improvements:**
 - i. \$51,738 increase in Capital Outlay
- t. CDL Course Improvements:**
 - i. \$60,250 increase in Capital Outlay
- u. Integrated Clean Energy System Contribution:**
 - i. \$213,750 increase in Capital Outlay
- v. IT Projects and Equipment:**
 - i. \$591,495 increase in Capital Outlay
 - 1. \$270,925 relates to the timing of bus INV3 units upgrade, computers & laptops, server upgrade, WIFI upgrade, employee smartcard project, and SH82 TSP maintenance

	<ol style="list-style-type: none"> 2. \$117,200 relates to bus stops and airport signs 3. \$77,070 relates to ride check plus replacement 4. \$53,000 relates to BRT switches 5. \$50,000 relates to managed service provider solutions architect 6. \$23,300 repurpose for 2025 Capital Contingency <p>w. First and Last Mile Mobility (FLMM) Grant Program:</p> <ol style="list-style-type: none"> i. \$150,230 increase in Capital Outlay <ol style="list-style-type: none"> 1. \$150,000 relates to TOSV grant for Brush Creek road pedestrian improvements 2. \$230 relates to Carbondale grant for WE-cycle 2024 bikeshare capital replacement <p>x. Comprehensive Housing Policy:</p> <ol style="list-style-type: none"> i. \$47,160 increase in Capital Outlay <ol style="list-style-type: none"> 1. Repurpose for 2025 Capital Contingency <p>y. Ridership Campaign Mobile App:</p> <ol style="list-style-type: none"> i. \$27,500 increase in Capital Outlay <ol style="list-style-type: none"> 1. Repurpose for 2025 Capital Contingency <p>z. Community Safety Action Plan:</p> <ol style="list-style-type: none"> i. \$60,000 increase in Capital Outlay <p>aa. Glenwood Springs Corridor Study:</p> <ol style="list-style-type: none"> i. \$75,000 increase in Capital Outlay <p>bb. USFS Maroon Bells Study Contribution:</p> <ol style="list-style-type: none"> i. \$28,000 increase in Capital Outlay <ol style="list-style-type: none"> 1. \$18,400 relates to the timing of the contribution 2. \$9,600 repurpose for 2025 Capital Contingency <p>cc. Facilities Projects:</p> <ol style="list-style-type: none"> i. \$43,468 increase in Capital Outlay <ol style="list-style-type: none"> 1. \$26,868 relates to timing of stormwater management plans 2. \$16,600 relates to timing of heat pump replacement <p>dd. Trail Projects and Equipment:</p> <ol style="list-style-type: none"> i. \$134,442 increase in Capital Outlay <ol style="list-style-type: none"> 1. \$18,750 relates to the timing of the RGT pedestrian counters 2. \$115,692 repurpose for 2025 Capital Contingency <p>2. New budget items:</p> <ol style="list-style-type: none"> a. Operating Grant Revenue: True-up grant revenue for the FTA 5311 operating grant to the executed Colorado Department of Transportation subaward agreement of \$1,274,860, which is \$37,132 more than the amount in the 2025 adopted budget. <ol style="list-style-type: none"> i. \$37,132 increase in Grants b. Office of Innovative Mobility, ZEV Workforce Development Grant: RFTA has received its official letter to proceed, effective February 18, 2025, in the amount of \$100,000 in state funds. The Electrification and Energy Grant/ZEV Workforce Development Program (State funds) project is intended to help in RFTA's Zero Emission Vehicle (ZEV) Safety
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	<p>& Training Program project, which includes both training and ZEV equipment. Expenditures of the grant will include: ZEV training of \$87,900, ZEV equipment of \$31,000, and RFTA labor of \$6,100 (which is included in the 2025 adopted budget). Staff is requesting the following budget amendment; a net fund balance decrease of \$18,900.</p> <ul style="list-style-type: none"> i. \$100,000 increase in Grants ii. \$87,900 increase in Transit iii. \$31,000 increase in Capital Outlay <p>c. Contribution to Eagle County: The RFTA Board of Directors approved an IGA with Eagle County at the February 2025 meeting to improve the El Jebel Park and Ride. As a part of this IGA, RFTA agreed to contribute \$38,000 for the design of additional parking at this facility. This additional parking may be constructed, at RFTA’s discretion, with an appropriation at a later date.</p> <ul style="list-style-type: none"> i. \$38,000 increase in Capital Outlay <p>d. 2025 Capital Contingency: As presented during the 2025 budget process, a number of high priority strategic initiatives have not been funded, or for strategic initiatives included in the 2025 adopted budget, may not be fully funded pending the procurement RFP process. Potential projects include the true-up of the GMF Expansion – Phases 6 and 8, GMF Underground Storage Tanks, and AMF Master Plan. In addition, staff has applied for a number of grant opportunities. Primarily due to savings from completed or near completed projects in 2024, this supplemental budget resolution includes the repurposing of \$2,356,530 of savings for a Capital Contingency available to fund selected high priority strategic initiatives. Staff will notify the Board of all projects these funds will be applied towards.</p> <p><u>Bus Stops and Park & Ride Special Revenue Fund:</u></p> <ul style="list-style-type: none"> 1. Re-appropriations: The following budgets are carry-forwards from 2024 and re-appropriated to 2025: <ul style="list-style-type: none"> a. \$91,390 increase in Capital Outlay <ul style="list-style-type: none"> i. \$20,390 relates to the timing of the bus shelter replacement ii. \$71,000 relates to the timing of the restroom remodel project 						
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:	<p>Net increase (decrease) to 2025 fund balance by fund:</p> <table border="1"> <tr> <td>General Fund</td><td>(\$12,648,093)</td></tr> <tr> <td>Bus Stops and Park & Ride SRF</td><td>(91,390)</td></tr> <tr> <td>Total</td><td>(\$12,739,483)</td></tr> </table>	General Fund	(\$12,648,093)	Bus Stops and Park & Ride SRF	(91,390)	Total	(\$12,739,483)
General Fund	(\$12,648,093)						
Bus Stops and Park & Ride SRF	(91,390)						
Total	(\$12,739,483)						
Attachments:	1. Exhibit 1 : Resolution 2025-16: 2025 Supplemental Budget Appropriation						

Director _____ moved adoption of the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2025-16**

2025 SUPPLEMENTAL BUDGET RESOLUTION

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

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

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

WHEREAS, certain revenues will become available and additional expenditures have become necessary that were not anticipated during the preparation of the 2025 budget; and

WHEREAS, upon due and proper notice, published in accordance with the state budget law, said supplemental budget was open for inspection by the public at a designated place, a public hearing was held on March 13, 2025 and interested taxpayers were given an opportunity to file or register any objections to said supplemental budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Roaring Fork Transportation Authority that the following adjustments will be made to the 2025 budget as summarized herein:

General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Grants	\$74,439	CDOT Operating Grant - FASTER Hogback; c/f from 2024
Grants	26,905	CDOT Grant - ZEV Safety and Training Program; c/f from 2024
Grants	5,460,000	Clean Transit Enterprise (CTE) Vehicle Capital Grant; c/f from 2024
Grants	10,080,000	VW Settlement Program Awards Capital Grant; c/f from 2024
Grants	37,132	True-up FTA Section 5311 Operating Grant
Grants	100,000	Office of Innovative Mobility, ZEV Workforce Development Grant
Other govt contributions	229	Town of Carbondale 2024 WE-cycle Capital contribution; c/f from 2024
Total Revenue & OFS	\$15,778,705	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$43,820,000	\$-	\$43,820,000
Property tax	18,311,200	-	18,311,200
Grants	39,578,704	15,778,476	55,357,180
Fares	5,065,100	-	5,065,100
Other govt contributions	1,616,855	229	1,617,084
Other income	3,289,430	-	3,289,430
Other financing sources	18,197,470	-	18,197,470
Total	\$129,878,759	\$15,778,705	\$145,657,464

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Transit	\$25,000	WE-cycle bikeshare planning - c/f from 2024
Transit	87,900	Office of Innovative Mobility, ZEV Workforce development grant training
Capital	15,859,890	Ten (10) electric buses - c/f from 2024
Capital	327,000	Engine / transmission rebuilds - repurpose \$237,000 for GMF & AMF facilities equipment replacement projects and \$90,000 for 2025 Capital Contingency - c/f from 2024
Capital	365,022	Driver bus barriers - c/f from 2024
Capital	145,090	VM illustrated parts catalog - repurpose \$72,500 for IT projects and \$72,590 for 2025 Capital Contingency - c/f from 2024
Capital	40,650	Safety mitigation - c/f from 2024
Capital	506	ZEV safety & training equipment - c/f from 2024
Capital	31,000	Office of Innovative Mobility, ZEV Workforce development grant equipment
Capital	4,461	GMF overhead doors replacement - c/f from 2024
Capital	165,360	GMF expansion architect & engineering support services - repurpose \$95,360 for 2025 Capital Contingency - c/f from 2024
Capital	39,926	GMF expansion phases 3 & 7 design-build - c/f from 2024
Capital	381,612	GMF expansion owner contingency - repurpose \$313,000 for GMF expansion phases 6&8 design costs - c/f from 2024

Capital	75,540	GMF expansion phases 3457 non-reimbursable - c/f from 2024
Capital	40,520	GMF expansion 3457 design & PM support - c/f from 2024
Capital	22,505	GMF expansion phases 4 & 5 design-build - c/f from 2024
Capital	200,400	GMF expansion phases 6&8 architect & engineering support services - c/f from 2024
Capital	121,353	GMF expansion phases 6&8 design costs - c/f from 2024
Capital	6,025	27th Street & SH82 underpasses design costs - c/f from 2024
Capital	1,134,000	27th Street & SH82 underpasses contingency - repurpose for 2025 Capital Contingency - c/f from 2024
Capital	55,880	27th Street & SH82 underpasses construction management - repurpose \$7,550 for 2025 Capital Contingency - c/f from 2024
Capital	172,828	27th Street & SH82 underpasses permit/plan review - repurpose for 2025 Capital Contingency - c/f from 2024
Capital	25,773	Iron Mountain Place design costs - c/f from 2024
Capital	149,370	Iron Mountain Place contingency - repurpose \$49,370 for 2025 Capital Contingency - c/f from 2024
Capital	335,825	Iron Mountain Place construction - c/f from 2024
Capital	5,118	BEB on-route charger contingency - c/f from 2024
Capital	30,817	BEB on-route charger software - c/f from 2024
Capital	80,000	BEB on-route charger hardware - c/f from 2024
Capital	42,970	AMF bus wash fire door – repurpose for 2025 Capital Contingency - c/f from 2024
Capital	417,260	AMF bus wash replacement – repurpose for Capital Contingency - c/f from 2024
Capital	79,950	AMF bus wash design costs - c/f from 2024
Capital	177,607	GMF underground storage tanks design costs - c/f from 2024
Capital	17,030	West Glenwood Mall bus shelter - c/f from 2024
Capital	45,530	Aspen Service Center Road bus shelter - c/f from 2024
Capital	16,600	Heat pump replacement - c/f from 2024
Capital	26,868	Stormwater management plans - c/f from 2024
Capital	51,738	Parker House improvements - c/f from 2024
Capital	60,250	CDL course improvements - c/f from 2024
Capital	500,000	Contribution to TOSV for transit station - c/f from 2024
Capital	4,000,000	Contribution to Glenwood Springs for South Bridge - c/f from 2024
Capital	384,000	WE-cycle bikeshare core capital - c/f from 2024
Capital	2,066	WE-cycle bikeshare capital replacement - c/f from 2024
Capital	230	FLMM grant to Carbondale for WE-cycle capital replacement - c/f from 2024
Capital	150,000	FLMM Grant to TOSV for Brush Creek road pedestrian improvements - c/f from 2024
Capital	47,160	Comprehensive housing policy - repurpose for 2025 Capital Contingency - c/f from 2024
Capital	27,500	Ridership campaign mobile app - repurpose for 2025 Capital Contingency - c/f from 2024
Capital	92,500	ERP consulting services - c/f from 2024
Capital	28,000	Contribution to USFS for Maroon Bells study - repurpose \$9,600 for 2025 Capital Contingency - c/f from 2024
Capital	213,750	Contribution for Integrated Clean Energy System - c/f from 2024

Capital	60,000	Community safety action plan - c/f from 2024
Capital	75,000	Glenwood Springs corridor study - c/f from 2024
Capital	24,000	Call reporting - repurpose \$17,570 for BRT switches and \$6,430 for managed service provider solutions architect - c/f from 2024
Capital	97,000	SH82 TSP maintenance - c/f from 2024
Capital	40,875	Computers - desktops - c/f from 2024
Capital	12,510	Computers - laptops - c/f from 2024
Capital	53,100	Trapeze software - repurpose \$35,430 for BRT switches and \$17,670 for computer/laptop replacements - c/f from 2024
Capital	42,550	Bus IVN units upgrade - c/f from 2024
Capital	18,000	WIFI upgrade - c/f from 2024
Capital	2,580	Employee smartcard project - c/f from 2024
Capital	39,740	Server upgrade - c/f from 2024
Capital	237,840	VM EAM/Trapeze OPS integration - repurpose \$117,200 for bus stops/airport signage, \$77,070 for Ride Check plus replacement, and \$43,570 for managed service provider solutions architect - c/f from 2024
Capital	23,300	IT equipment & upgrades - repurpose for 2025 Capital Contingency - c/f from 2024
Capital	1,032,126	ERP system implementation - c/f from 2024
Capital	134,005	ERP system project management - c/f from 2024
Capital	51,350	Roaring Fork Bridge construction - repurpose for 2025 Capital Contingency - c/f from 2024
Capital	91,000	Riverview Trail fence construction - repurpose for 2025 Capital Contingency - c/f from 2024
Capital	24,692	River connection to Satank - repurpose for 2025 Capital Contingency - c/f from 2024
Capital	18,750	RGT pedestrian counters - c/f from 2024
Capital	38,000	Contribution to Eagle County for El Jebel Park and Ride improvements
Total Expenditures & OFU	\$28,426,798	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$2,336,539	\$-	\$2,336,539
Transit	48,105,498	112,900	48,218,398
Trails & Corridor Mgmt	1,338,923	-	1,338,923
Capital	73,434,990	28,313,898	101,748,888
Debt service	1,876,482	-	1,876,482
Other financing uses	5,826,455	-	5,826,455
Total	\$132,918,887	\$28,426,798	\$161,345,685

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

Revenues and other financing sources	\$15,778,705
Less Expenditures and other financing uses	(28,426,798)
Net increase (decrease) in fund balance	(\$12,648,093)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$93,254,571*
2024-25 & 2024-26	\$93,254,571	(\$3,040,128)	90,214,443
2025-16	90,212,443	(12,648,093)	77,566,350
Total Net Change		(\$15,688,221)	

* Budgeted

Bus Stops and PNR Special Revenue Fund:**Revenue and Other Financing Sources (OFS):**

Type	Amount	Explanation
No Change		

Revenue & OFS Summary	Previous	Change	Current
Other income	\$545,000	\$-	\$545,000
Other financing sources	1,360,677	-	1,360,677
Total	\$1,905,677	\$-	\$1,905,677

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$20,390	Bus shelters - c/f from 2024
Capital	71,000	Restroom remodel -c/f from 2024
Total Expenditures & OFU	\$91,390	

Expenditures & OFU Summary	Previous	Change	Current
Transit	\$1,905,677	\$-	\$1,905,677
Capital	-	91,390	91,390
Total	\$1,905,677	\$91,390	\$1,997,067

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

Revenues and other financing sources	\$ -
Less Expenditures and other financing uses	(91,390)
Net increase (decrease) in fund balance	(\$91,390)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$91,390*
2024-25 & 2024-26	\$91,390	\$-	91,390
2025-16	91,390	(91,390)	-
Total Net Change		(\$91,390)	

*Budgeted

That the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2025 budget of the Roaring Fork Transportation Authority, and be a part of the public records of the Roaring Fork Transportation Authority.

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

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held the 13th day of March 2025.

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

By: _____
Greg Poschman, Chair

I, the Secretary of the Board of Directors (the “Board”) of the Roaring Fork Transportation Authority (the “Authority”) do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on March 13, 2025 (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 13th day of March, 2025.

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

RFTA BOARD OF DIRECTORS MEETING
"INFORMATION/UPDATES" AGENDA SUMMARY ITEM

CEO REPORT

TO: RFTA Board of Directors
FROM: Kurt Ravenschlag, CEO
DATE: March 7, 2025



Aspen Bus-Only Lanes

It has come to RFTA's attention that there have been discussions recently of opening the RFTA bus-only lanes to general traffic during peak commute times. We have also heard that RFTA has been cited as being supportive of this idea. RFTA staff wants to clarify our position on the subject. RFTA has never agreed to opening the RFTA bus-only lanes during peak hours for general traffic. Historically, RFTA has agreed to allow the use of the bus-only lanes in rare emergency situations, the clearing of large events, dignitaries, etc. A scheduled use of the bus-only lanes for general traffic is in direct conflict with the 1998 Entrance to Aspen Record of Decision and the mass transportation sales and use tax utilized to construct the bus-only lanes. The ultimate decision-making authority regarding the use of the HWY-82 bus-only lanes lies with CDOT.

When RFTA reached out recently to CDOT to gain their position on the use of the HWY-82 bus-only lanes they provided the below citation from the 2008 *State Highway 82 Bus Lanes Operations Study*.

USE BY OTHER VEHICLES

The SH82/ Aspen Busway is signed and striped to allow RFTA buses, Aspen school district buses, and emergency vehicles only. The Busway is also striped to allow right turns at designated intersections by vehicles exiting from the general-purpose lanes. This usage plan was clearly contemplated by the parties when the Preferred Alternative was developed. This usage is consistent with the exclusive bus lane component of the Preferred Alternative described in the ROD and Re-evaluation.

Transportation improvements along SH 82 have been discussed and decisions have been formalized through the voting process over the past several years.

The successful Open Space Vote of May 2007 clears use of City of Aspen Open Space specifically for "construction, operation and maintenance of a two-lane parkway and two exclusive bus lanes" (City of Aspen 2007A). Additionally, the local funding component for project design and construction came from revenues generated by a ½ cent sales and use tax to fund mass transportation improvements as passed by Pitkin County voters in November 1993. The EOTC "agreed that the funds could be used to increase and improve bus service, for park and ride facilities, to acquire Rights-of-Way for transportation and for additional projects which fit the general framework of financing, constructing, operating or maintaining a mass transportation system in the county" (City of Aspen 20078). Furthermore, the State passed legislation that authorizes the collection and use of the ½ cent mass transportation sales and use tax and specifies that it may be used only " ... for the purpose of financing, constructing, operating, or maintaining a mass transportation system within the county" (CRS 29-2-103.5).

The decision to exclusively use the Bus way for RFTA transit, school buses, and emergency vehicles is based on the above commitments and financing constraints.

Any change in this policy will require extensive Federal Highway Administration (FHWA), CDOT, and local coordination. Additional local votes, replacement funding for the busway construction cost, and National

Environmental Policy Act (NEPA) documentation will likely be required. Besides regulatory and statutory constraints, practical considerations exist if changing the lane usage policy was to be deliberated. Safety is a primary consideration. Including paratransit vehicles, hotel van shuttles and other non-public vehicles adds non-DOT certified drivers and equipment in the Busway, and raises safety concerns. Potential delays to the RFTA system are another factor. Increased traffic density in the Busway will cause impedance of RFTA buses. Additionally, since the bus leaving the stop must yield to through traffic in the Busway, RFTA buses entering and leaving stops will experience significant delays as lane density increases.

National practice is to allow public transit vehicles only in bus-exclusive lanes. When non-public transit vehicles are introduced, the lane is typically converted to an HOV/managed lane. This HOV operational scenario was considered during the NEPA process, but was screened out because it did not meet the project objectives.

State and federal regulations are silent on the definition of buses and regulations concerning busways. While the Colorado law CRS 42-4-1012 describes HOV lanes, it is silent on exclusive bus lanes. The only other public transit provider with busways, RTD in Colorado, is not operating under any special state or local statutes. The RTD bus lanes are designated with signage and lane markings that serve as official traffic control devices. Citations are issued for violations related to ignoring those devices.

In summary, allowing use by paratransit vehicles, hotel van shuttles and other nonpublic vehicles will likely require the following actions:

- Coordination with FHWA and CDOT;
- NEPA documentation;
- Additional local votes; and
- Replacement funding for the busway construction costs.

May 2025 RFTA Board of Directors Summit

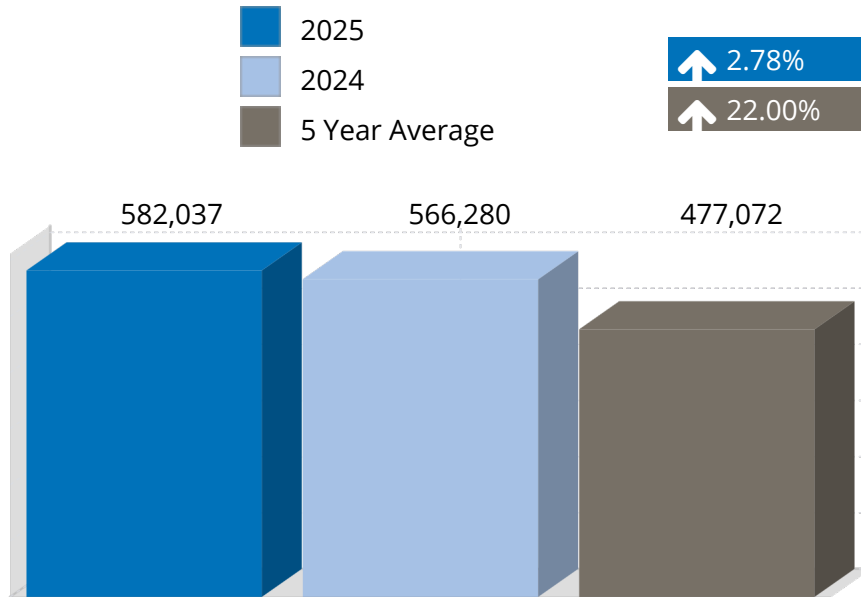
It is currently planned to spend the regularly scheduled May RFTA Board meeting as our annual planning summit to discuss strategic outcomes and objectives for the RFTA organization. The meeting will be held at Carbondale Town Hall, Room 1, 511 Colorado Avenue, Carbondale CO.

The day will begin at 8:30 a.m. with a regular BOD meeting to conduct any necessary RFTA business, then adjourn and begin the planning summit. The planning summit is tentatively scheduled to conclude at 2:00 p.m., with facilitation provided by Gruffie Clough.

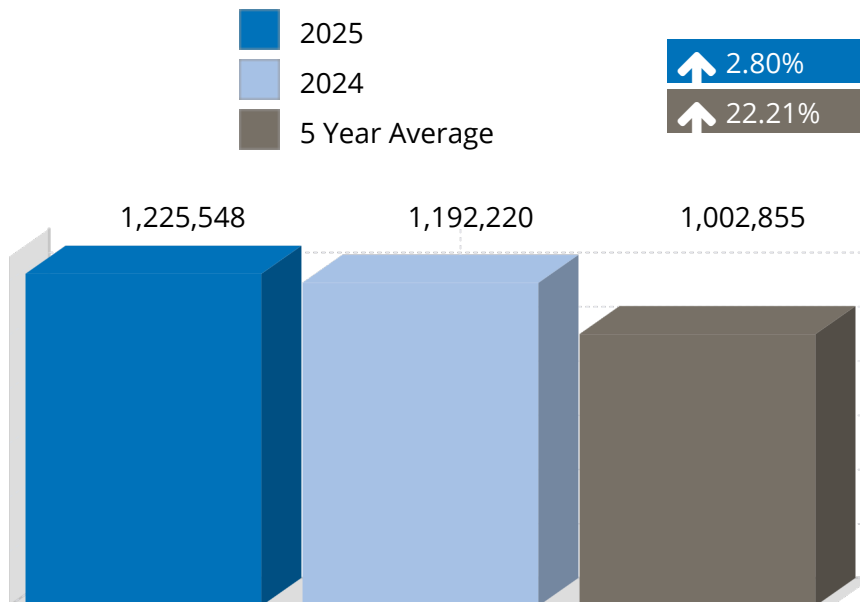
Having recently concluded a Board sub-committee on the topic of First and Last Mile Mobility, staff would like to use this planning summit opportunity to continue the discussion of RFTA's role in advancing and delivering mobility solutions to our region. Much has changed in the region since RFTA's birth as a Regional Transportation Authority in 2000. As such, staff would like to take the time to discuss with the BOD where RFTA can be leveraging its ability as an RTA to address the transportation needs of the region. Staff will continue to work with the BOD Chair and Vice Chair to refine the agenda for the day.

Ridership Performance Metrics

February Ridership

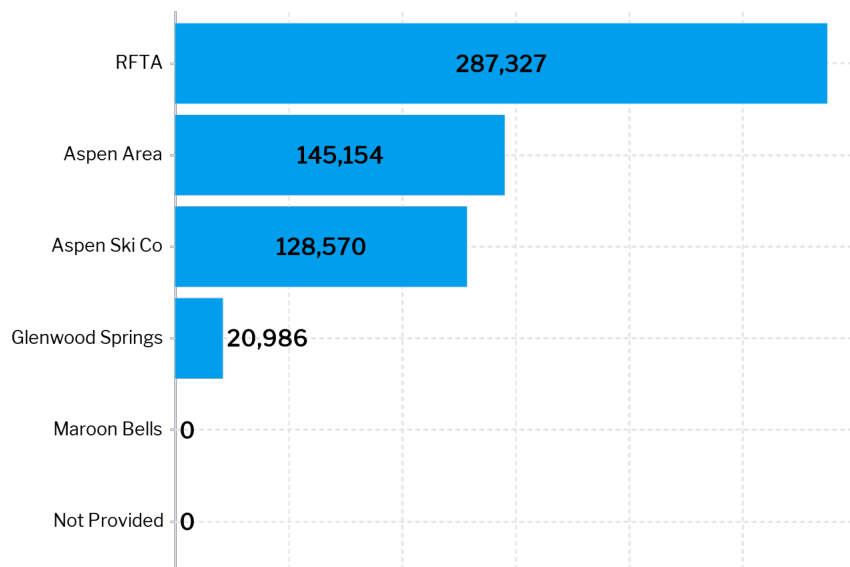


February Year-to-Date Ridership



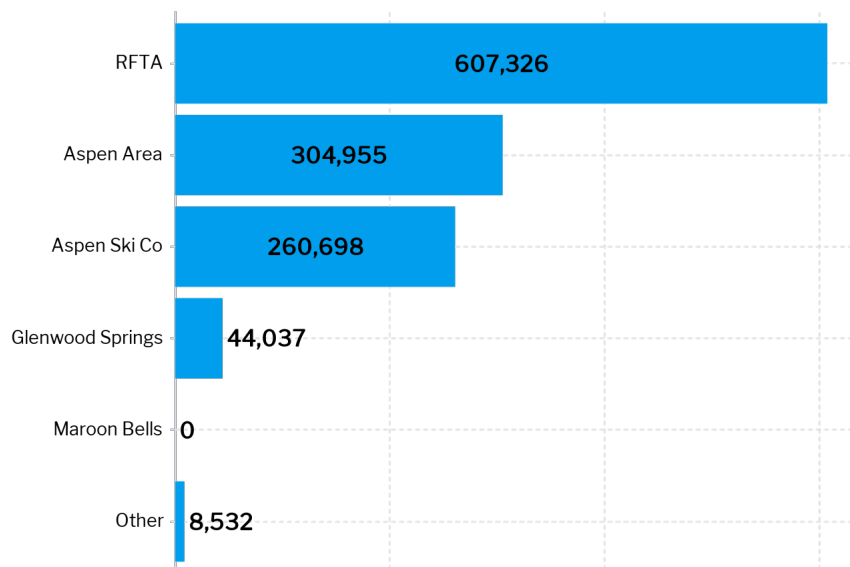
February 2025 Ridership

582,037 Boardings



February Year-to-Date 2025 Ridership

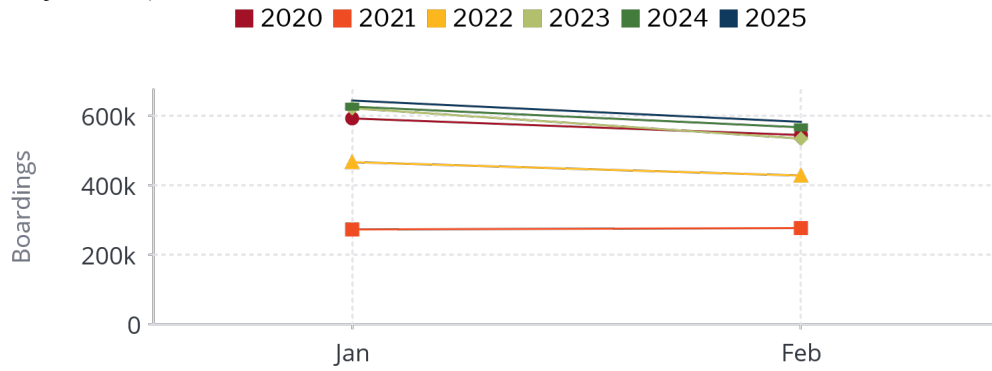
1,225,548 Boardings



- **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

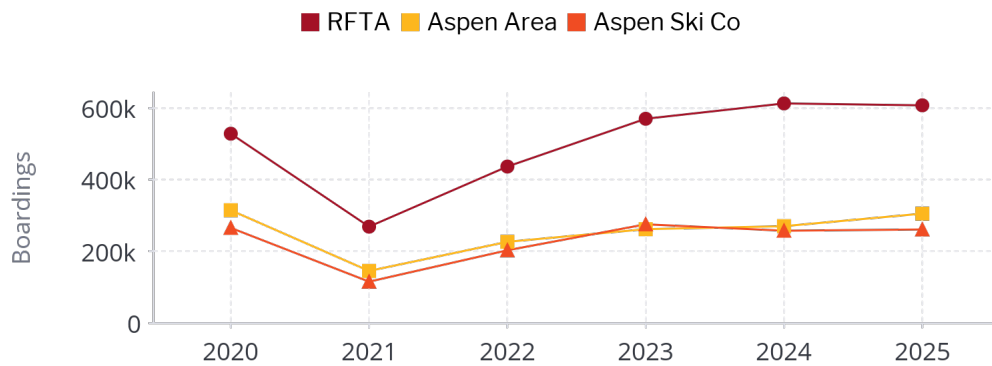
Ridership by Month Year-to-Date

(Jan - Feb)



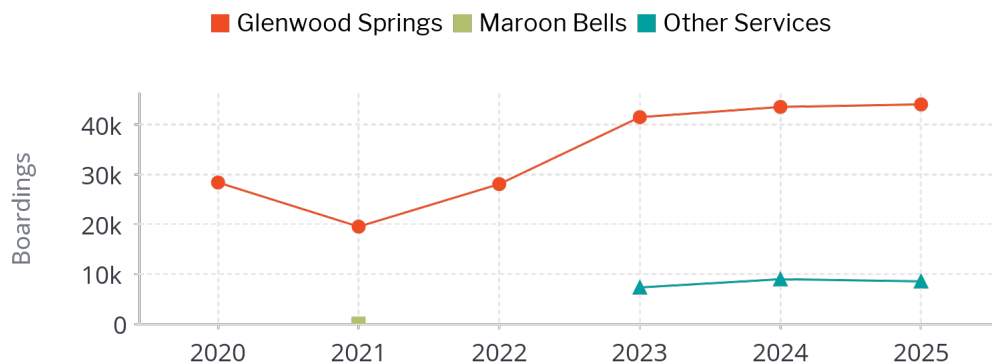
Ridership Year-to-Date: RFTA, Aspen Area & Aspen Ski Co

(Jan - Feb)



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

(Jan - Feb)



- **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 - February

Route	2025	2024	% Change
VelociRFTA	108,365	104,545	3.7%
Snowmass/Aspen Ski	86,023	85,859	0.2%
Local Valley	77,048	78,811	-2.2%
Castle Maroon	53,553	60,225	-11.1%
Snowmass/Aspen	48,385	51,246	-5.6%
Hunter Creek	37,072	28,767	28.9%
Aspen Highlands Ski	23,586	21,731	8.5%
Ride Glenwood	20,986	21,061	-0.4%
Buttermilk	18,961	18,746	1.1%
Burlingame	16,087	13,517	19.0%
Hogback	15,609	14,476	7.8%
Snowmass-Valley	14,213	14,906	-4.6%
Aspen Highlands Direct	13,049	3,430	280.4%
Carbondale Circulator	12,826	15,229	-15.8%
Snowmass/Intercept	10,383	10,228	1.5%
Cemetery Lane	9,938	8,367	18.8%
Galena Street	7,675	7,187	6.8%
Mountain Valley	6,312	5,311	18.8%
Cross Town	1,468	2,028	-27.6%
Woody Creek	498	610	-18.4%
	582,037	566,280	2.8%

Ridership Rankings - February Year-to-Date

Route	2025 YTD	2024 YTD	% Change
VelociRFTA	230,279	223,393	3.1%
Snowmass/Aspen Ski	177,137	176,140	0.6%
Local Valley	163,326	168,085	-2.8%
Castle Maroon	111,100	125,733	-11.6%
Snowmass/Aspen	102,161	106,896	-4.4%
Hunter Creek	78,658	62,859	25.1%
Aspen Highlands Ski	45,534	41,978	8.5%
Ride Glenwood	44,037	43,537	1.1%
Buttermilk	38,027	39,093	-2.7%
Burlingame	33,769	28,055	20.4%
Hogback	33,571	29,931	12.2%
Snowmass-Valley	29,745	30,216	-1.6%
Carbondale Circulator	26,714	31,878	-16.2%
Aspen Highlands Direct	26,344	6,475	306.9%
Snowmass/Intercept	20,496	20,814	-1.5%
Cemetery Lane	20,171	17,570	14.8%
Galena Street	15,778	14,431	9.3%
Mountain Valley	15,606	10,717	45.6%
X Games	8,532	8,953	-4.7%
Cross Town	3,529	4,062	-13.1%
Woody Creek	1,034	1,404	-26.4%
	1,225,548	1,192,220	2.8%

Passengers per Hour Rankings - February

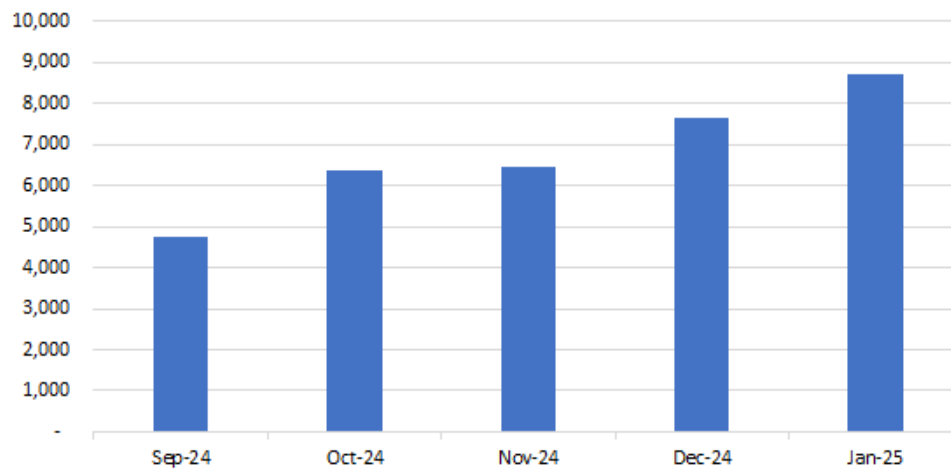
Route	2025 YTD	2024 YTD	% Change
Hunter Creek	67.37	50.60	33.13%
Aspen Highlands Ski	47.61	42.70	11.49%
Castle Maroon	39.51	43.24	-8.63%
Snowmass/Aspen Ski	36.38	36.88	-1.36%
Aspen Highlands Direct	35.15	48.86	-28.05%
Buttermilk	33.71	33.29	1.25%
Snowmass-Valley	31.42	29.48	6.56%
Snowmass/Aspen	31.04	31.80	-2.38%
Ride Glenwood	30.09	29.11	3.34%
Snowmass/Intercept	28.42	29.57	-3.88%
Carbondale Circulator	27.77	32.67	-15.00%
Burlingame	23.77	17.94	32.48%
VelociRFTA	18.76	20.32	-7.69%
Cemetery Lane	18.23	14.78	23.33%
Galena Street	17.41	15.05	15.65%
Local Valley	17.01	16.65	2.15%
Hogback	13.78	16.02	-13.97%
Mountain Valley	12.06	9.46	27.50%
Cross Town	3.51	4.88	-28.13%
Woody Creek	1.46	1.73	-15.97%
	24.64	24.63	0.04%

Passengers per Hour Rankings - February Year-to-Date

Route	2025 YTD	2024 YTD	% Change
X Games	118.34	79.23	49.36%
Hunter Creek	67.83	53.24	27.40%
Aspen Highlands Ski	43.03	39.67	8.48%
Castle Maroon	38.97	43.50	-10.40%
Snowmass/Aspen Ski	35.58	36.58	-2.71%
Aspen Highlands Direct	33.59	45.79	-26.65%
Buttermilk	32.49	33.72	-3.64%
Snowmass-Valley	31.13	28.80	8.09%
Snowmass/Aspen	30.97	32.16	-3.69%
Ride Glenwood	29.93	29.06	2.99%
Carbondale Circulator	27.46	33.01	-16.81%
Snowmass/Intercept	26.51	29.12	-8.95%
Burlingame	23.67	17.98	31.66%
VelociRFTA	18.89	20.99	-10.01%
Cemetery Lane	17.55	15.01	16.95%
Galena Street	17.25	14.75	16.93%
Local Valley	17.12	17.10	0.12%
Hogback	14.05	15.96	-11.99%
Mountain Valley	13.86	9.20	50.56%
Cross Town	4.01	4.71	-14.86%
Woody Creek	1.43	1.93	-25.79%
	24.57	24.98	-1.66%

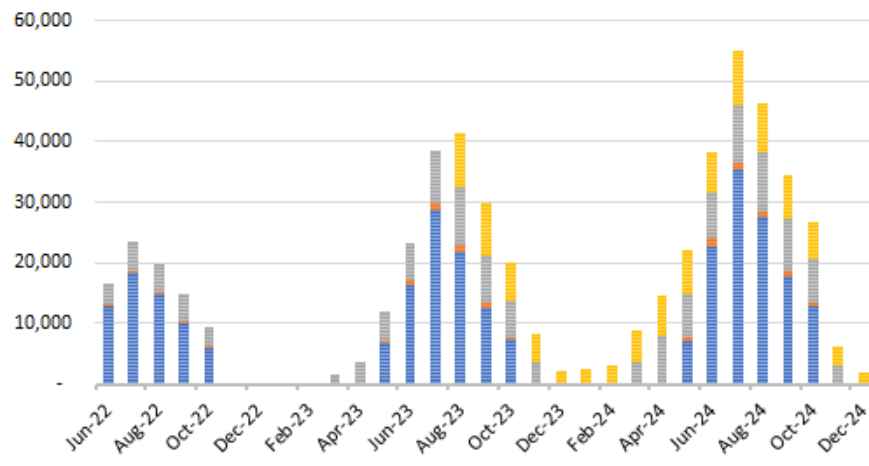
Carbondale Downtowner Monthly Passenger Trips*

*Service Initiated July 1, 2024



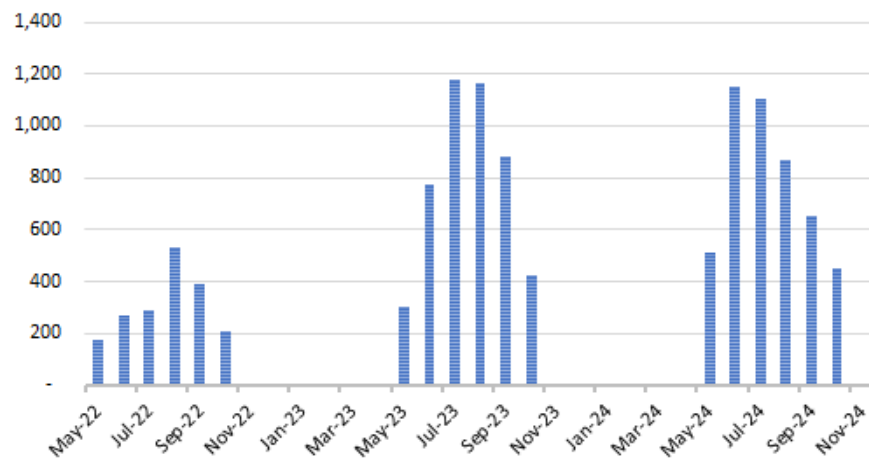
WE-CYCLE MONTHLY TRIPS

Aspen Snowmass Mid-valley Carbondale

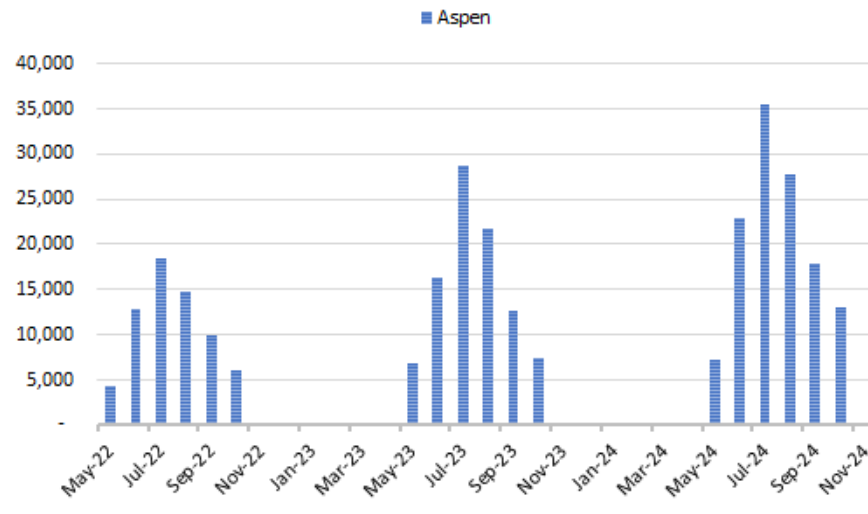


WE-CYCLE MONTHLY TRIPS

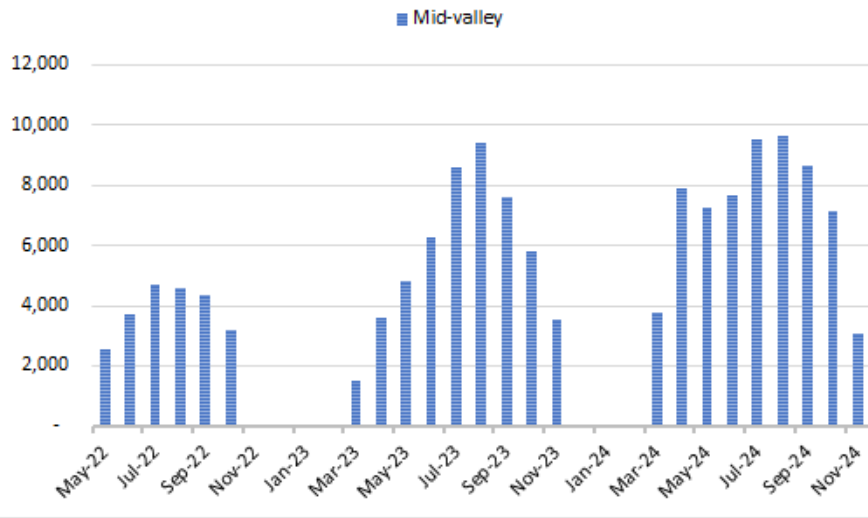
Snowmass



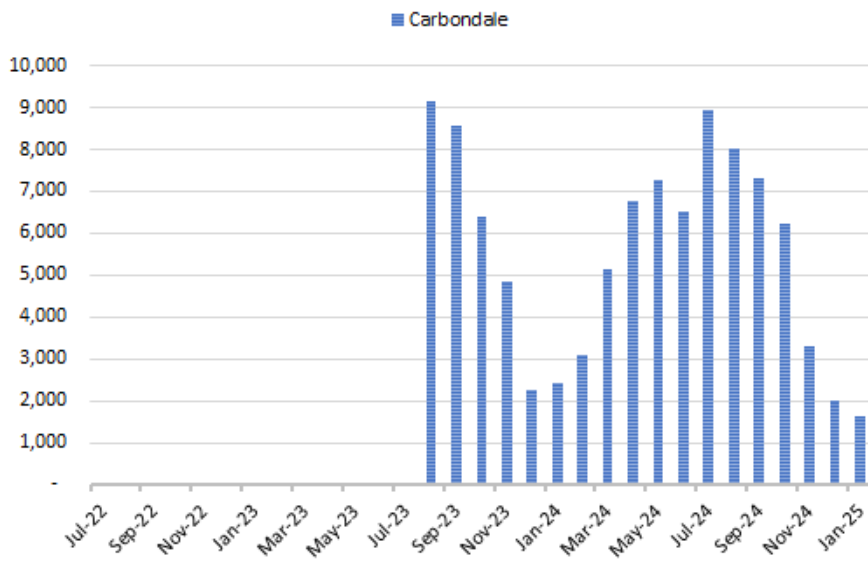
WE-CYCLE MONTHLY TRIPS

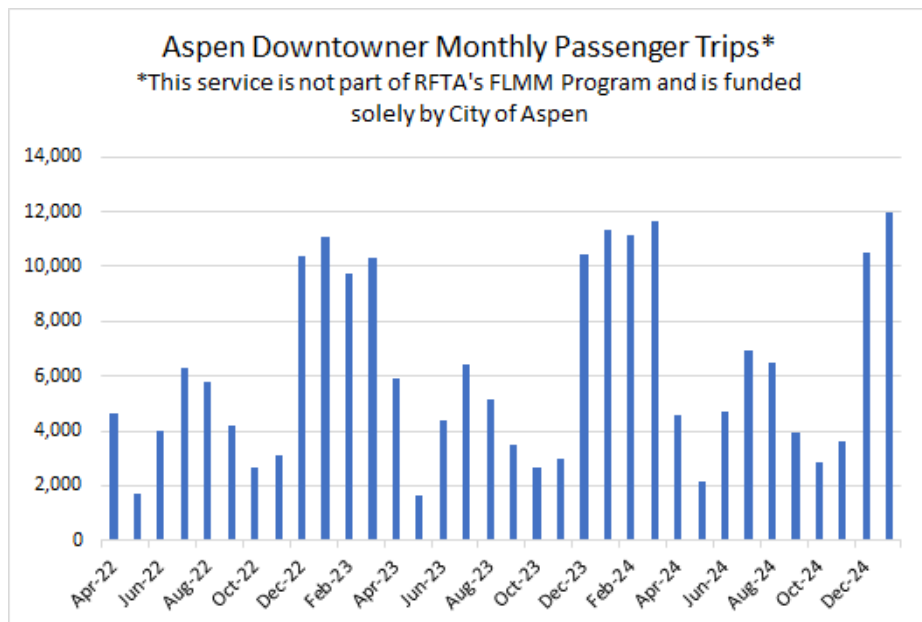
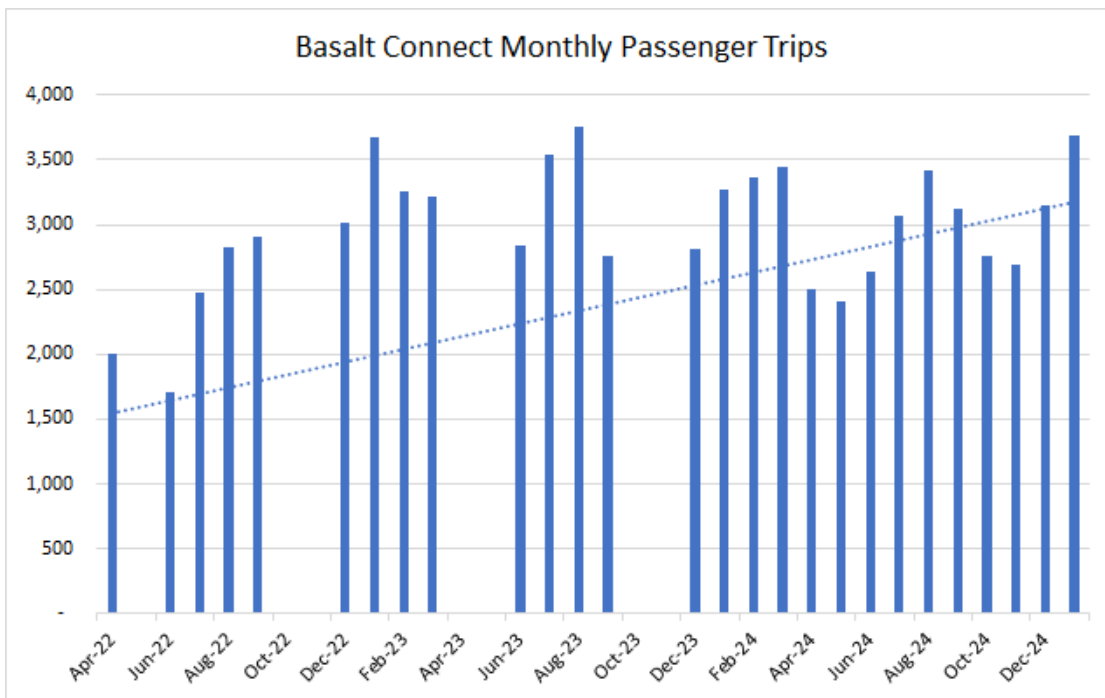


WE-CYCLE MONTHLY TRIPS



WE-CYCLE MONTHLY TRIPS





2025 RFTA Board of Directors Priorities

- Completed
- On Track
- Behind Schedule
- Stalled

Outcome Area: Accessibility & Mobility

1.1 Rio Grande Railroad Corridor/Rio Grande Trail is appropriately protected, utilized and accessible to all users

OKR Objective 1: Rio Grande Corridor Protection & Education Implementation in 2025/2026

- Key Result 1: Develop a formal plan to address encroachments and license agreements.
- Key Result 2: Address all encroachments.
- Key Result 3: Implement a public communication plan explaining RFTA's efforts and the importance of protecting the corridor.
- Key Result 4: Coordinate with jurisdictions on rail banking initiatives.

1.4 Provide increased first and last mile options for customers throughout service area

OKR Objective 2: FLMM Program Clarification & Expansion in 2025/2026

- Key Result 1: Define RFTA's objectives for microtransit services.
- Key Result 2: Continue implementing bikeshare programs. Expand Snowmass Village operations by Q4 2025 and initiate planning for Glenwood.
- Key Result 3: Complete an assessment of current first/last mile mobility (FLMM) solutions to determine effectiveness.
- Key Result 4: Identify and establish sustainable funding sources and mechanisms for FLMM.

Outcome Area: Sustainable Workforce

3.3 Provide comfortable and affordable short-term (3-5 year) housing solutions

OKR Objective 3: Implement RFTA's Comprehensive Housing Policy

- Key Result 1: Refine Rental Advance Program.
- Key Result 2: Implement a Turnkey Housing Property Management Solution.
- Key Result 3: Develop and Implement a Housing Communication Plan.
- Key Result 4: Enforce Overstay Limits.
- Key Result 5: Develop a Housing Stipend Program.

Outcome Area: Environmental Sustainability

6.3 RFTA will prioritize energy-efficient strategies to reduce GHG emissions and advance projects that enhance existing services with a responsible budget

OKR Objective 4: Develop an Energy-Efficient Strategy

- Key Result 1: Implement fare reductions to increase ridership.
- Key Result 2: Identify and implement method to measure and monitor energy efficiency across operations.

OKR Objective 5: Reduce Greenhouse Gas Emissions

- Key Result 1: Take delivery of 10 new battery-electric buses (BEB) by Q2 2026.
- Key Result 2: Develop plan to electrify the non-revenue vehicle fleet.
- Key Result 3: Plan and initiate the RFTA mobility hub and West Glenwood Transit Center by Q4 2025.

2024 Actuals/Budget Comparison (December YTD)

2024 Budget Year			
General Fund	December YTD (as of 3/4/2025)		
	Preliminary Actuals (1)	Amended Budget (2)	% Var.
Revenues			
Sales and Use tax (3)	\$ 42,791,696	\$ 41,598,000	2.9%
Property Tax (4)	\$ 19,020,933	\$ 17,963,000	5.9%
Grants	\$ 25,301,704	\$ 25,301,700	0.0%
Fares (5)	\$ 5,161,241	\$ 4,794,360	7.7%
Other govt contributions	\$ 1,179,956	\$ 1,181,741	-0.2%
Other income (6)	\$ 6,288,439	\$ 5,802,860	8.4%
Total Revenues	\$ 99,743,969	\$ 96,641,661	3.2%
Expenditures			
Fuel (7)	\$ 1,630,402	\$ 2,593,606	-37.1%
Transit (8)	\$ 41,439,051	\$ 44,842,752	-7.6%
Trails & Corridor Mgmt	\$ 1,126,405	\$ 1,263,978	-10.9%
Capital	\$ 57,122,263	\$ 57,893,167	-1.3%
Debt service	\$ 1,882,483	\$ 1,882,484	0.0%
Total Expenditures	\$ 103,200,603	\$ 108,475,987	-4.9%
Other Financing Sources/Uses			
Other financing sources	\$ 3,381,234	\$ 3,500,000	-3.4%
Other financing uses	\$ (5,443,357)	\$ (5,779,993)	-5.8%
Total Other Financing Sources/Uses	\$ (2,062,123)	\$ (2,279,993)	-9.6%
Change in Fund Balance (9)	\$ (5,518,757)	\$ (14,114,319)	-60.9%

- (1) These amounts are unaudited and may change as a result from any year-end adjustments during the audit preparations.
- (2) Reflects Supplemental Budget Appropriation Resolution 2025-14.
- (3) In 2025, Sales and Use Tax Revenues were better than anticipated.
- (4) The budget for property tax revenues does not include specific ownership taxes
- (5) Operating revenues increase is primarily due to increased ridership
- (6) Other income has increased due to increased interest rates.
- (7) 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.
- (8) Anticipated savings Include both lower than expected facilities operating costs and administrative costs.
- (9) The unaudited use of fund balance does not exceed budget.

2025 Actuals/Budget Comparison (January YTD)

2025 Budget Year				
General Fund	January YTD			
	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales and Use tax (1)	\$ -	\$ -	#DIV/0!	\$ 43,820,000
Property Tax	\$ -	\$ -	#DIV/0!	\$ 18,311,200
Grants	\$ -	\$ -	#DIV/0!	\$ 39,578,704
Fares (2)	\$ 274,316	\$ 273,590	0.3%	\$ 5,065,100
Other govt contributions	\$ 3,433	\$ 3,433	0.0%	\$ 1,616,855
Other income	\$ 505,897	\$ 503,364	0.5%	\$ 3,289,430
Total Revenues	\$ 783,646	\$ 780,387	0.4%	\$ 111,681,289
Expenditures				
Fuel	\$ 147,486	\$ 210,278	-29.9%	\$ 2,336,539
Transit	\$ 4,478,534	\$ 4,825,407	-7.2%	\$ 48,105,498
Trails & Corridor Mgmt	\$ 52,466	\$ 57,509	-8.8%	\$ 1,338,923
Capital	\$ 518,257	\$ 251,688	105.9%	\$ 73,434,990
Debt service	\$ 211,360	\$ 211,360	0.0%	\$ 1,876,482
Total Expenditures	\$ 5,408,103	\$ 5,556,242	-2.7%	\$ 127,092,432
Other Financing Sources/Uses				
Other financing sources	\$ -	\$ -	#DIV/0!	\$ 18,197,470
Other financing uses	\$ (504,798)	\$ (504,798)	0.0%	\$ (5,826,455)
Total Other Financing Sources/Uses	\$ (504,798)	\$ (504,798)	0.0%	\$ 12,371,015
Change in Fund Balance (3)	\$ (5,129,255)	\$ (5,280,653)	-2.9%	\$ (3,040,128)

- (1) Sales and Use Tax Revenues are received 2 months in arrears (i.e. January sales and use tax revenue will be deposited in March).
- (2) Through January, fare revenue decreased by 1% and ridership increased by 1%, respectively, compared to the prior year. The chart below provides a YTD January 2024/2025 comparison of actual fare revenues and ridership on RFTA regional services:

Fare Revenue:	YTD 01/2024	YTD 01/2025	Increase/ (Decrease)	% Change
Regional Fares	\$ 276,162	\$ 274,316	\$ (1,846)	-1%
Total Fare Revenue	\$ 276,162	\$ 274,316	\$ (1,846)	-1%
Ridership on RFTA Regional Services*:	YTD 01/2024	YTD 01/2025	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	89,274	86,278	(2,996)	-3%
BRT	118,848	121,914	3,066	3%
SM-DV	15,310	15,532	222	1%
Grand Hogback	15,455	17,962	2,507	16%
Total Ridership on RFTA Fare Services	238,887	241,686	2,799	1%
Avg. Fare/Ride	\$ 1.16	\$ 1.14	\$ (0.02)	-2%
Avg. Fare/Ride MB	\$ -	\$ -	\$ -	0%

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

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage January YTD				Hours January YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	364,030	365,178	(1,148)	-0.3%	17,409	17,422	(13)	-0.1%
City of Aspen	54,966	57,155	(2,190)	-3.8%	6,470	6,605	(135)	-2.1%
Aspen Skiing Company	63,901	64,146	(245)	-0.4%	4,433	4,531	(99)	-2.2%
Ride Glenwood Springs	10,521	9,760	761	7.8%	846	845	2	0.2%
Grand Hogback	36,368	36,259	109	0.3%	1,639	1,658	(19)	-1.2%
Specials/Charters	3,661	2,420	1,241	51.3%	332	380	(48)	-12.7%
Senior Van	1,309	820	489	59.6%	175	135	40	29.9%
Subtotal - Transit Service	534,755	535,739	(985)	-0.2%	31,303	31,577	(274)	-0.9%
Training & Other	1,056	2,790	(1,734)	-62.2%	1,753	2,265	(512)	-22.6%
Total Transit Service, Training & Other	535,811	538,529	(2,719)	-0.5%	33,056	33,842	(786)	-2.3%

RFTA Investments Quarterly Report

In accordance with RFTA's Investment Policy, staff has prepared the following investment summary that provides an analysis of RFTA's current investment portfolio and quarterly activity through 12/31/2024.

Investment	9/30/2024		Purchases/ (Redemptions)	12/31/2024	
<i>Local Government Investment Pools:</i>					
Colotrust Plus+	\$ 48,000,963	49%	\$ (3,627,457)	\$ 44,373,506	50%
CSIP	\$ 49,560,520	51%	\$ (5,218,287)	\$ 44,342,233	50%
Total	\$ 97,561,483	100%	\$ (8,845,745)	\$ 88,715,739	100%
<i>Monthly Distribution Yield:</i>					
Colotrust Plus+	5.27%			4.71%	
CSIP	5.24%			4.71%	

Notes:

1. The decrease in the Colotrust Plus+ account is due to interest earnings less a one-time transfer to Alpine Bank to fulfill near term cashflow needs.
2. The decrease in the CSIP account is due to interest earnings less a one-time transfer to Alpine Bank to fulfill near term cashflow needs.
3. If there is an accumulation of excess funds in RFTA's operating accounts with Alpine Bank, then staff could transfer the excess funds to the Local Government Investment Pools.

2024 Financial Statement Audit – Schedule

Date	Activity	Status
4/28/2025 – 5/2/2025	Start of Audit – auditors conducting onsite fieldwork	<i>On schedule</i>
Mid-June	During this period, staff anticipates that the Audit Report will be reviewed by the RFTA Board Audit Subcommittee . A meeting will be held at a RFTA office in Carbondale between the Audit Subcommittee, the auditor and staff to discuss the audit in detail.	<i>Email will be sent to Audit Subcommittee to establish date & location of meeting.</i>
7/4/2025	Final Audit Report to be distributed to RFTA Board with July Board Packet	<i>On schedule</i>
7/10/2025	Presentation of Final Audit Report at RFTA Board Meeting by Auditor	<i>On schedule</i>

McMahan & Associates, LLC will conduct the 2024 financial statement audit.

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

Prior Year's Audit Subcommittee Members:

1. **Torre**, RFTA board member
2. **Alyssa Schenk**, RFTA board member
3. **Anna Earl**, independent financial expert and Eagle County Director of Finance
4. **Ann Driggers**, independent financial expert and Pitkin County Chief Financial and Administrative Officer, Treasurer/Public Trustee

Anticipated guests include:

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

Background:

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

Audit Subcommittee Meeting Expectations:

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