

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

TIME: 8:30 a.m. – 11:30 a.m., Thursday, March 10, 2016

USUAL LOCATION: *Town Hall, 511 Colorado, Carbondale, CO*

(This Agenda may change before the meeting.)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	8:30 a.m.
2	Executive Session:			
	A. <u>Three Matters:</u> Paul Taddune, General Counsel: Pursuant to C.R.S. 24-6-402 4(e)(I) Determining positions that may be subject to negotiations; developing strategy for negotiations and instruction negotiators; and 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interests: 1) Glenwood Springs Wye Area; and 2) Cole Subdivision Pursuant to C.R.S. 24-6-602 (e) and (f): 3) CEO Performance Review		Executive Session	8:31 a.m.
3	Approval of <u>Minutes:</u> RFTA Board Meeting, February11, 2016, page 3		Approve	9:15 a.m.
4	Public Comment: Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person)		Public Input	9:20 a.m.
5	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	9:25 a.m.
6	Consent Agenda:			9:30 a.m.
	A. <u>Resolution</u> 2016-05: Declaring RFTA’s Official Intent to Reimburse Itself with the Proceeds of Future Taxable or Tax-exempt Bonds for Certain Capital Expenditures to be Undertaken by RFTA; Identifying Said Capital Expenditures and the Funds to be Used for Such Payment; and Providing Certain Other Matters in Connection Therewith - Dan Blankenship, CEO, page 11	2.8	Approve	
7	Presentations/Action Items:			
	A. <u>Update</u> Regarding Integrated Transportation System Plan and 2016 RFTA 5-Year Strategic Plan - David Johnson, Director of Planning, Ralph Trapani, Parsons, page 16	4.1	Discussion/ Direction	9:35 a.m.
	B. <u>WE</u> -cycle Plan for Glenwood Springs’ Bike Sharing Program – Mirte Mallory, WE-cycle, page18	4.2.5	Discussion/ Direction	10:05 a.m.
	C. <u>Grand</u> Avenue Bridge Pedestrian Shuttle Partnership Recommendation – Dan Blankenship, CEO, page19	4.2.5	Discussion/ Direction	10:30 a.m.
	D. Update Regarding <u>Rio</u> Grande Railroad Corridor Access Control Plan – Angela Henderson, Assistant Director of Project Management and Facilities Operations, page20	1.1	FYI/ Discussion	10:45 a.m.
	(Agenda Continued on Next Page)			

	Agenda Item	Policy	Purpose	Est. Time
8	Public Hearing:			
	A. Resolution 2016-03: RFTA 2015 Supplemental Budget Resolution – Mike Yang, Director of Finance, page22	4.2.5	Adopt	11:00 a.m.
	B. Resolution 2016-04: RFTA 2016 Supplemental Budget Resolution – Mike Yang, Director of Finance, page31	4.2.5	Adopt	11:07 a.m.
9	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, page 42	2.8.6	FYI	11:15 a.m.
10	Issues to be Considered at Next Meeting:			
	To Be Determined at March 10, 2016 Meeting	4.3	Meeting Planning	11:20 a.m.
11	Next Meeting: 8:30 a.m. – 12:00 p.m., April 14, 2016 at Carbondale Town Hall	4.3	Meeting Planning	11:25 a.m.
12	Adjournment:		Adjourn	11:30 a.m.

Mission/Vision Statement:

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

Values Statements:

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

**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
February 11, 2016**

Board Members Present:

Stacey Patch Bernot, Chair (Town of Carbondale); Mike Gamba, Vice-chair (City of Glenwood Springs); Jacque Whitsitt (Town of Basalt); Markey Butler (Town of Snowmass Village); Michael Owsley (Pitkin County); Steve Skadron (City of Aspen); Jeanne McQueeney (Eagle County); Patrick Stuckey (Town of New Castle).

Voting Alternates Present:

Non-Voting Alternates Present:

Kathryn Trauger (City of Glenwood Springs); George Newman (Pitkin County); John Hoffmann (Town of Carbondale).

Staff Present:

Dan Blankenship, Chief Executive Officer (CEO); Kelley Collier, Chief Operating Officer (COO); Paul Taddune, General Counsel; Edna Akeh, Board Secretary; Mike Hermes, Angela Henderson, Brett Meredith, Abbey Pascoe, Amy Burdick, Facilities & Trails Department; David Johnson, Jason White, Planning Department; Mike Yang, Finance Department.

Visitors Present:

Collin Szewczyk, Reporter (Aspen Daily News); John Kruger, and Lynn Rumbaugh (City of Aspen, Transportation Dept.); Amy Thompson, and Paul Maione (Clean Energy Collective); Ralph Trapani, and Jen Leifheit (Parsons Transportation Group); Josh Russell, and Justin Raddatc (Archdiocesan Housing).

Agenda

1. Roll Call:

Stacey Bernot, Chair, declared a quorum to be present (6 member jurisdictions present) and the meeting began at 8:35 a.m.

2. Executive Session

Stacey Bernot read the topics and legal justifications of the scheduled Executive Session prior to the motion to adjourn into Executive Session:

A. **Two Matters:** Paul Taddune, General Counsel:

1) Pursuant to C.R.S. 24-6-402 4(e)(I) Determining positions that may be subject to negotiations; developing strategy for negotiations and instruction negotiators; and 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interests: a) Glenwood Springs Wye Area; and b) Blake St. Glenwood Springs Parcel

2) Pursuant to C.R.S. 24-6-602 (e) and (f) CEO Performance Review

Mike Gamba moved to adjourn into Executive Session and Jacque Whitsitt seconded the motion and it was unanimously approved. The Board adjourned into Executive Session at 8:36 a.m.

RFTA staff present at the first section of the Executive Session included: Dan Blankenship, Edna Adeh, Kelley Collier, Paul Taddune, Mike Hermes, Angela Henderson, and Josh Russell, and Justin Raddatc (representing Archdiocesan Housing).

Jeanne McQueeney joined the meeting at 8:41 a.m., which brought the number of member jurisdictions to 7.

RFTA staff present at the second section of the Executive Session included: Dan Blankenship, Edna Adeh and Paul Taddune.

Steve Skadron joined the meeting at 9:17 a.m., which brought the number of jurisdictions to 8.

Michael Owsley moved to adjourn from Executive Session into the regular Board Meeting and Mike Gamba seconded the motion. The motion was unanimously approved.

No action was taken during the Executive Session. The Executive Session adjourned at 9:25 a.m.

Stacey Bernot left the Board Meeting at 9:25 a.m. The Board maintained the 8 member jurisdictions as alternate John Hoffmann from Town of Carbondale became the voting member. Mike Gamba, Vice-Chair, was appointed to run the meeting in the absence of Stacey Bernot, Chair.

3. Approval of Minutes:

Jacque Whitsitt moved to approve the minutes of the January 14, 2016 Board Meeting and Markey Butler seconded the motion. The motion was unanimously approved.

4. Public Comment:

Mike Gamba asked if any member of the public would like to address the Board or make a comment. There were no comments from the public.

5. Items Added to Agenda – Board Member Comments:

Mike Gamba asked if there were any items that needed to be added to the meeting agenda. There were no items added to the meeting agenda.

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

Transportation Symposium: George Newman commented on the Transportation Symposium that was held last week and sponsored by CLEER. Of the six panelists on the Regional Transportation: Envisioning and Creating the Future panel, five were RFTA Board members. Regional mobility was a topic at the Pitkin County BOCC Retreat. The ITSP process should include a steering committee consisting of RFTA, EOTC, and citizens to discuss the transportation issues in the valley, visions, and solutions. We need all groups in the region to come together and seek alignment for the visioning process.

Transit Services: Referring to the table on page 22 of the Board packet comparing Year 2014 and 2015 ridership, Stuckey noted that Grand Hogback ridership increased 4.6%. Stuckey said that RFTA needs to consider increasing Grand Hogback service, both for Grand Avenue Bridge project mitigation and because of the increasing demand for the service as demonstrated by the continuous increase in ridership.

Gamba stated that he would like Garfield County to join RFTA, but more than half of the voters live west of New Castle, and a majority of those voters must endorse it. The opportunity is coming, but we

need to be patient. Strong arming the Garfield County commissioners will not be beneficial. Owsley commented that the Board also suggested that Garfield County form its own transportation authority, and possibly contract with RFTA. The issue is not necessarily that Garfield County needs to join RFTA, but to decide that mass transit works for them.

Skadron asked what the benefit and impact will be in having Garfield County join the RFTA Board. Blankenship responded that there are a lot of tradeoffs. RFTA would inherit significant operating and capital costs. But traffic congestion on I-70 is growing. It might be the right time to initiate BRT service on I-70, which would be easier and less expensive to implement than the SH82 BRT. We might consider creating a maintenance facility in Parachute, since the land is less expensive and it would be more efficient to run the services from there. This all depends on the sentiments of Garfield County and other communities. Skadron agreed that it is a deliberate conversation, and that RFTA should be cautious about evolving the organization beyond its original intent.

Paul Taddone stated that during the evolution of RFTA, ad hoc members were added to the Board just to listen to the proceedings, and RFTA grew from there. Perhaps Garfield County and other western Garfield County communities could participate in a similar fashion.

Board members suggested re-opening up the conversation with Garfield County Commissioners. Whitsitt asked if the Board should authorize Blankenship to contact Garfield County about increasing transit service and the costs and issues involved. Newman pointed out that we are already providing service to Rifle, the largest town in the County, and Rifle is not on the RFTA Board. He added that those communities should develop an understanding of how land use impacts transportation. Trauger said that she believes that Blankenship was at the economic development partnership in September, which included interested individuals from Parachute to Aspen. RFTA should do a better job of articulating the economic benefits of mass transit to those communities. Gamba inquired whether the Integrated Transportation System Plan (ITSP) process could explore the feasibility and economic impacts of expanding transit to western Garfield County. Blankenship responded yes, but the limited budget of \$200,000 may preclude it, without additional funding. Blankenship hoped that Garfield County would be willing to offer funding, in addition to other funding partners. At this point, he added, we need to know the Board's priorities for the ITSP, and to prioritize accordingly within the \$200,000 budget and scope of work.

Bustang: Gamba asked about the status of SB16-011 to limit FASTER funds to road projects only, which could eliminate the Bustang service and other statewide transit projects. Blankenship said that it passed in the State Senate but not in the House. Johnson added that it has received a lot of opposition. Owsley asked Blankenship if he would write a letter to the legislation opposing the bill. McQueeney mentioned that Eagle County has already written a letter in opposition of the bill.

Property Tax Sunset Extension: Blankenship mentioned that yesterday, February 10th, he and Kelley Collier were at the State Capitol to support a bill extending the sunset for the RTA property tax authorization from 2019 to 2029. He added that it passed the House Transportation Committee and will go to the floor. There will be several readings on the floor and it is expected to pass on the House side. On the Senate side, we will need to reach out to Republican Senators to gain their support. Blankenship asked the Board members to contact their Senators.

6. Consent Agenda:

- A. **Intergovernmental Agreement Between The City Of Aspen and the Roaring Fork Transportation Authority for Operation of the Rubey Park Transit Center** – Mike Hermes, Director of Facilities, Property, and Trails
- B. **General Executive Constraint Policy 2.0 Certification** – Dan Blankenship, CEO
- C. **Approval of ASC Contract Amendments** – Dan Blankenship, CEO

Jacque Whitsitt made a motion to approve the Consent Agenda in its entirety and Patrick Stuckey seconded the motion. The motion was unanimously approved.

7. Presentation/Action Items:

A. Update Regarding Integrated Transportation System Plan – David Johnson, Director of Planning

Johnson stated that RFTA selected Parsons Transportation Group (PTG) to be on the On-Call Planning Team to conduct the ITSP. One of the original purposes of the Plan was to potentially assess the feasibility of pursuing a property tax ballot initiative in 2016, however, the Board felt that RFTA needed to delve into the visioning process and determine the region's most compelling needs before going to the public. Staff has conveyed to the consultant team the need for the ITSP to reflect Board priorities. Johnson then introduced Ralph Trapani and Jen Leifheit of PTG, who will lead the ITSP effort.

Trapani thanked RFTA staff for selecting PTG to work on this project. Trapani stated that they have a large and diverse team that can be tapped for different tasks. Trapani will be the Project Manager and Leifheit will lead the transportation planning group. Trapani explained the workflow process presented on the screen, a copy of which was included in the Board packet and submitted to Board members prior to the meeting. The process, he indicated, is in 4 stages as summarized below:

- Stage 1: Define the vision
- Stage 2: Determine future needs
- Stage 3: Analyze options
- Stage 4: Establish the financial plan

He explained that after the kick off, Parsons will begin gathering background information and then move into conducting workshops and planning sessions. Parsons will establish a Technical Advisory Committee (TAC) consisting of local staffs.

Leifheit also explained that RFTA staff suggested advancing the organizational capacity and efficiency review to Stage 1. Throughout the process, including monthly Board meetings, PTG will review progress with Board members. Trapani explained that we are basically looking at the big picture and the impact of growth. Outreach will include local elected officials and communities that are not on the Board, Mesa County, major employers, CDOT and everyone who has a stake in transportation (which is just about everyone, added Trapani). Stuckey concurred that Mesa County should be consulted, as a lot of traffic, particularly construction-related traffic, seems to be coming from there. Trauger expressed interest in coordinating with Summit and Eagle Counties. Gamba asked to consider the feasibility of making Cottonwood Pass a viable, year-round facility. Notwithstanding RFTA's finite service area and scope, this is an opportunity to take a leadership role. Whitsitt responded that we can't just build our way out of these problems. If we improve Cottonwood Pass, then the road will get lined with Planned Unit Developments. Skadron reminded the Board that RFTA has a mission, and we are getting beyond our mission.

Butler and Whitsitt asked how the ITSP process will address the impacts of new development such as River Edge, and development in the mid-Valley. Whitsitt wished to emerge with more understanding of the impacts of development, as we are failing to acknowledge the impacts or mitigate. Leifheit responded that the Team will look at existing and proposed land use and how that impacts transportation demand. Blankenship and Newman expressed concerns about scope and budget.

Skadron inquired about the scope of the ITSP, as to whether it is RFTA's Long-Term Plan or a Regional Transportation Plan? He believes the latter is more important. Regarding Phase 2, are the needs internal or external? If it is both internal and external needs, will the budget be able to cover that. Trapani responded that the ITSP will be the Regional Transportation Plan. There is no other entity (including CDOT), that is taking on this responsibility; however, the Board has to define the plan. Blankenship said that we will need to prioritize, and we will need to look for grants and financial support from other jurisdictions, if we want to get all our planning objectives accomplished. The \$200,000 budget will likely get us through the visioning stage.

Johnson explained that Phase 1 will be the activities we think we can complete in one year. At the end of 2016, we will analyze what we have accomplished and the status of our 2016 budget. At that point we will also start to consider the scope of work and budget for 2017 and, preliminarily, for 2018. Blankenship mentioned that we still need to define the steps in the plan for 2016 and goals for each phase.

Gamba mentioned that we should include all modes of transportation, although we cannot expect RFTA to fund all the planning and infrastructure. Newman requested an analysis of the fixed guideway alignments between the Brush Creek Park and Ride and the City of Aspen. Trapani responded that he could provide a brief outline of the alignments, but not any cost estimates.

RFTA staff will present the Board with a revised Phase 1 scope of work for review and comment at the next meeting.

Jacque Whitsitt left the meeting at 10:45 a.m. RFTA maintained its quorum with 7 member jurisdictions present.

The Board took a 5-minute break at 10:45 a.m.

B. RFTA Solar Array Performance Report Presentation – Jason White, Assistant Planner; Amy Thompson, and Paul Maione, Clean Energy Collective

Blankenship briefly updated the Board on RFTA's solar array project that was approved by the Board last year. During the planning process, RFTA made estimates of energy production and cost savings from the array. We have about 10 Holy Cross Energy meters that are benefitting from electricity produced by RFTA's solar array. Due to changes in solar gain, the production of the array varies by season, so it is challenging to forecast. Thompson and Maione of CEC were invited to review the seven months of data available and show how the solar farm is performing to date. For the first seven months of production, RFTA paid approximately \$12,000 more for electricity than it would have without the array. This happened, in part, because the allocation of the solar array bill credits to each of RFTA's 10 HCE meters was imprecise. Some meters had too many credits allocated and others had too few.

Now that we have some operating data, CEC's recommendation is to reallocate the bill credits across meters to better match them with demand, allocating credits to the major utilization areas. This will help to avoid banking credits which we may never be able use.

The lease/purchase payment for the solar array is approximately \$120,000 per year. In order for RFTA to break even on the array, it must offset at least that amount of HCE bills on the 10 HCE meters to which bill credits are assigned. Currently, it doesn't look like the HCE bills or the credits will reach \$120,000; however as the price of electricity increases, along with the bill credits, we hope to achieve breakeven status in the future. Also, according to Blankenship, if we are able to convert the taxable lease/purchase financing to tax-exempt financing after the first five years, we may reduce the monthly lease/purchase payment to \$110,000.

Thompson and Maione referred to graphs illustrating differences in production versus consumption by month. RFTA is generating credits when production exceeds consumption and we should attempt to allocate the HCE bill credits in such a way that they can be banked during the high production months and used to supplement bill credits during the low production months. RFTA can move production to meters that use the greatest amount of HCE electricity, so that no unusable excess bill credits are stranded on meters that can never use them. CEC can better analyze production and consumption over the course of a year once a full year of data becomes available and better optimize the allocation of the bill credits.

Hoffmann asked if RFTA has energy navigators in all the facilities. White responded that the AMF and GMF are the largest users. We have a beta version of solar energy consumption on the energy navigator; however it is only applicable in Holy Cross Energy territory.

Blankenship said he would update the Board once RFTA has a full year of solar generation and consumption data.

C. Covenant Enforcement Commission (CEC) Report – Angela Henderson, Assistant Director of Project Management and Facilities

When the corridor was purchased, Henderson said, GOCO contributed \$1.5 million, with the condition that RFTA manage nine specific areas with open space qualities. RFTA hires someone annually to assess how we are doing. At the commencement of covenant enforcement committee meetings years ago there were 60 violations. According to the latest report, written by Tom Newland, we have reduced encroachments from 25 to 2. Encroachments include anything that keeps animals and people from access to the corridor. The first of the remaining two violations is a barn and berm in the Hooks Lane area. The property owners have committed to removing them, but we have not pushed the issue. According to the GOCO agreement, we need to address it. The other is a fence by Basalt High School. Heavy snow has prevented surveyors from accessing the site. These remaining issues should be able to be addressed easily.

Hoffmann thanked Henderson and Brett Meredith, Trail Manager, for their work, and said he noticed that the trail has gotten cleaner.

Henderson asked for the Board's approval of the Covenant Enforcement Commission's Annual Report of the Rio Grande Railroad Corridor.

Owsley made the motion to approve the CEC Report as presented and Markey Butler seconded the motion and it passed unanimously.

8. Information/Updates:

A. CEO Report – Dan Blankenship, CEO

Tree Farm Development Proposal: Blankenship referred to the correspondence from Land West included in the Board Meeting portfolio. Originally, the developer committed to providing 50 park and ride spaces on site. Later, they proposed to pay RFTA \$500,000 in lieu of the parking spaces. The Board responded by requesting the Tree Farm to provide all spaces on site. The current Tree Farm proposal before the Board is 20 spaces on site and \$400,000 cash in lieu. They would prefer not to provide any spaces on site, believing the parking will not be used by park and ride transit passengers, but by residents of the development. They would like a letter from the Board accepting the proposal. Dan reported that he told the Tree Farm that he was uncertain whether the Board would accept the proposal, and that it will ultimately be Eagle County's decision. If RFTA does nothing, the Tree Farm will submit the proposal with the 20 spaces and \$400,000 cash offer as part of its submittal to Eagle County.

The Board declined to accept the proposal.

Newman responded that the Board should not be viewed as endorsing the project. This project has been opposed by many local governments. If anything, RFTA should send a letter opposing the project. Butler agreed. Owsley noted that Pitkin County, Eagle County and Town of Basalt oppose the development, and that the developer needs to mitigate all impacts. Blankenship responded that this would not be an endorsement by the Board, but an acknowledgement; however we can forward previous comments, and reiterate that the Board believes that parking impacts should be offset on site.

Butler and Gamba inquired about impacts on the fleet. Blankenship responded that ridership generated, under certain assumptions, would be the equivalent of 2-3 additional buses. In addition to fleet needs, RFTA would need to find spaces for the vehicles and additional staff to operate them.

GAB Project: Referring to CEO Report (page 21), Blankenship briefly explained the planned relocation of the Grand Avenue Pedestrian Bridge to a location behind the Glenwood Springs High School near 14th Street, where a new pedestrian crossing of the Roaring Fork River will be constructed using the old bridge. He stated that the CDOT contractor will remove the existing Grand Avenue Pedestrian Bridge beginning March 1st. The bridge will be stored temporarily west of Coach Miller Drive, which is partially in RFTA right of way, and installed in the fall, connecting to the Rio Grande Trail. RFTA staff supports the plan.

Gamba also added that, according to the School District, the bridge connection will eliminate the need for a school bus, because it improves walk and bike access to the school.

Hoffman asked is the bridge height will allow for safe clearance for rafts. Gamba responded that there will be ample clearance. The Board had no objection.

RFTA's Financial Audit Committee: Blankenship referred to page 24 of the packet and asked the Board members to consider volunteering for service on the audit sub-committee. He mentioned that of the previous audit sub-committee members, only Jacque Whitsitt is still a member of the Board. He asked if anyone would be willing to volunteer two hours of their time in June to serve on that sub-committee. Steve Skadron and Markey Butler volunteered.

9. Issues to be Considered at Next Meeting: To be determined at February 11, 2016 Meeting.

Gamba asked if the discussion of We-Cycle in Glenwood Springs can be placed on the Board Agenda. Mirte did a presentation for City Council, which the Council enthusiastically supported. The alternative modes of travel needed during the bridge closure will be significant. The preliminary cost estimate for the WE-cycle infrastructure is \$600,000. Hundreds of bikes may be required. The City of Glenwood Springs is working on making Glenwood Springs bikeable and walkable. An extensive trail section in West Glenwood Springs will be completed and another one at Deveraux Road has just been completed. The recently completed long range transportation plan also identified a number of bike/ped projects. After the Grand Avenue Bridge project is completed, perhaps the equipment could be re-purposed to Carbondale or Basalt. Gamba asked the RFTA Board to support RFTA sponsoring a portion of the project. Skadron and others agreed that RFTA should assist.

Blankenship stated that RFTA was a founding member of We-Cycle in Aspen and is assisting with We-Cycle implementation for the Town of Basalt. The Grand Avenue Bridge project is a compelling reason to implement We-Cycle, especially if we can re-purpose some of the excess equipment to other communities and create an integrated bike sharing system throughout the region. There would be many potential benefits for residents as well as visitors.

Markey Butler left the meeting at 12:04 p.m.

10. **Next Meeting/Retreat:** 8:30 a.m. – 12:00 p.m., March 10, 2016 at Carbondale Town Hall

11. **Adjournment:**

Michael Owsley made a motion to adjourn the Board meeting at 12:05 p.m. and Patrick Stuckey seconded the motion and it passed unanimously.

Respectfully Submitted:
Edna Adeh
Board Secretary

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

Meeting Date:	March 10, 2016
Agenda Item:	Resolution 2016-05: Declaring RFTA’s Official Intent to Reimburse Itself with the Proceeds of Future Taxable or Tax-exempt Bonds for Certain Capital Expenditures to be Undertaken by RFTA; Identifying Said Capital Expenditures and the Funds to be Used for Such Payment; and Providing Certain Other Matters in Connection Therewith.
Policy #:	Policy 2.5 Financial Planning/Budgeting
Strategic Goal:	Secure Funding for Phase I (at minimum) of the GMF Expansion Project
Presented By:	Dan Blankenship, CEO and Mike Yang, Director of Finance
Recommendation:	Adopt Resolution 2016-05
Core Issues:	<ol style="list-style-type: none"> 1. Bond Counsel has recommended that RFTA adopt Resolution 2016-05 to preserve RFTA’s ability to reimburse itself using 2016 Bond Proceeds for moneys spent on the listed projects incurred not earlier than 60 days prior to the date of the Resolution (January 10, 2016) and the date of issuance of the 2016 Bonds (anticipated to be in the Spring or early Summer of 2016). 2. Staff recommends that the RFTA Board adopt Resolution 2016-05.
Background Info:	<ol style="list-style-type: none"> 1. During the 2016 budget preparation process, staff reviewed the current plans for the multi-phase GMF Expansion Project and determined the critical need to complete Phase I, which will provide storage, maintenance and operations support for our regional transit services, including BRT, and also the storage of additional buses needed for the anticipated transit mitigation during the CDOT Grand Avenue Bridge replacement in Glenwood Springs. The Phase I preliminary cost estimate is approximately \$5 million and staff recommended issuing the remaining \$7.105 million of bonding authority approved by voters during the November 2008 election. 2. On December 10, 2015, the RFTA Board adopted Resolutions 2015-20 and 2015-21 which represented the RFTA budget for the fiscal year 2016. The adopted budget includes a 2016 bond issuance of \$7.105 million where proceeds will be used to primarily fund Phase I of the GMF Expansion Project. 3. The 2016 adopted budget assumes \$7.105 million of bond proceeds, \$142,000 est. for issuance costs (funded by bond proceeds), \$272,000 est. for debt service reserve contribution (funded by bond proceeds), \$441,000 est. for the annual debt service payment, and \$6.691 million est. available for capital projects. 4. RFTA has initiated the solicitation process for a Financial Advisor. Once a Financial Advisor contract has been awarded, RFTA anticipates initiating the RFP process for a private placement of the bonds and/or moving forward with a negotiated sale of the bonds (public offering).

	<p>5. A supplemental budget appropriation resolution will be prepared and presented to the RFTA Board at a future meeting to true-up the estimates for issuance costs, debt service reserve contribution, debt service payment, and project budget in the 2016 budget accordingly based on final estimates.</p> <p>6. RFTA had approximately \$7.105 million of authorized unissued bonds as of December 31, 2015.</p>
Policy Implications:	None noted.
Fiscal Implications:	See background information above for fiscal implications.
Attachments:	Yes. See Resolution 2016-05 attached below.

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

I, the Secretary of the Board of Directors of the Roaring Fork Transportation Authority in the State of Colorado, hereby certify that:

1. Attached is a true and correct copy of a resolution (the “Resolution”) adopted by the Board of Directors (the “Board”) of RFTA at a meeting held on March 10, 2016.
2. Notice of such meeting was made available to the public in writing and pursuant to electronic notice no less than seven business days prior to the holding of the meeting, which notice included the time and agenda of such meeting.
3. The Resolution was duly moved, seconded and adopted by the affirmative vote of a majority of the members of the Board at such meeting as follows:

<u>Board Member</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstaining</u>
Stacey Bernot	—	—	—	—
Markey Butler	—	—	—	—
Mike Gamba	—	—	—	—
Jeanne McQueeney	—	—	—	—
Michael Owsley	—	—	—	—
Steve Skadron	—	—	—	—
Patrick Stuckey	—	—	—	—
Jacque R. Whitsitt	—	—	—	—

4. The meeting at which the Resolution was adopted was noticed, and all proceedings relating to the Resolution were conducted, in accordance with the organizational instruments of RFTA, all applicable rules, regulations, resolutions and procedures of RFTA, and all applicable laws.

WITNESS my hand as of this 10th day of March, 2016.

By _____
Secretary

RESOLUTION NO. 2016-05

A RESOLUTION OF THE ROARING FORK TRANSPORTATION AUTHORITY (IN THE STATE OF COLORADO) DECLARING ITS OFFICIAL INTENT TO REIMBURSE ITSELF WITH THE PROCEEDS OF FUTURE TAXABLE OR TAX-EXEMPT BONDS FOR CERTAIN CAPITAL EXPENDITURES TO BE UNDERTAKEN BY RFTA; IDENTIFYING SAID CAPITAL EXPENDITURES AND THE FUNDS TO BE USED FOR SUCH PAYMENT; AND PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the Roaring Fork Transportation Authority (“RFTA”), located in the State of Colorado (the “State”), is a body corporate and political subdivision of the State created pursuant to the provisions of Section 43-4-601, et seq., C.R.S., as amended (the “Rural Transportation Authority Law”); and

WHEREAS, under the Regional Transportation Authority Law, RFTA is possessed of all powers which are necessary, requisite or proper to finance, construct, operate and maintain a rural transportation system; and

WHEREAS, pursuant to Section 43-4-609 of the Regional Transportation Authority Law, RFTA is authorized to issue bonds for any of its corporate purposes; and

WHEREAS, at an election held on November 4, 2008, a majority of the registered voters of RFTA approved a ballot issue (the “Ballot Issue”) authorizing the issuance of up to \$44,555,000 in aggregate principal amount of sales tax revenue bonds for the projects authorized by the Ballot Issue (the “Projects”); and

WHEREAS, RFTA has, following the approval of the Ballot Issue, previously issued sales tax revenue bonds aggregating \$37,450,000 in principal amount for the Projects pursuant to the authority of the Ballot Issue; and

WHEREAS, the Board of Directors of RFTA (the “Board”) is the governing body of RFTA; and

WHEREAS, the Board has determined that it is in the best interest of RFTA to make certain capital expenditures on certain Projects (as defined herein, the “2016 Bonds Projects”); and

WHEREAS, RFTA currently intends and reasonably expects to issue taxable or tax-exempt bonds to finance such capital expenditures, including an amount not to exceed \$7,105,000 for reimbursing RFTA for those capital expenditures for the 2016 Bonds Projects that are incurred during the period from the date that is 60 days prior to the date hereof through the date of such financing; provided that such financing shall occur within 18 months of the date of the first such capital expenditure, or the placing in service of the 2016 Bonds Projects, whichever is later (but in no event more than 3 years after the date of the first such expenditure of such moneys); and

WHEREAS, the Board hereby desires to declare its official intent, pursuant to 26 C.F.R. §1.150-2, to reimburse RFTA for such capital expenditures with the proceeds of RFTA’s future taxable or tax-exempt bonds;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ROARING FORK TRANSPORTATION AUTHORITY (IN THE STATE OF COLORADO) THAT:

Section 1. Declaration of Official Intent. RFTA shall, presently intends and reasonably expects to expend moneys currently contained in RFTA’s General Fund on certain of the Projects, including (a) expanding the Glenwood Springs maintenance facility, (b) constructing a Park and Ride facility at New Castle, (c) recommissioning the Aspen maintenance facility, (d) acquiring additional buses and refurbishing existing buses, and (e) any other Projects for which the Board determines to expend proceeds of the bonds described in Section 3 hereof (collectively, the “2016 Bonds Projects”).

Section 2. Dates of Capital Expenditures. All of the capital expenditures made with respect to the 2016 Bonds Projects that are covered by this Resolution were made not earlier than 60 days prior to the date of this Resolution.

Section 3. Bonds. RFTA presently intends and reasonably expects to: (a) issue taxable or tax-exempt bonds within 18 months of (i) the date of the first expenditure of moneys on the 2016 Bonds Projects that is covered by this Resolution or (ii) the date upon which the 2016 Bonds Projects are placed in service or abandoned, whichever is later (but in no event more than 3 years after the date of the first such expenditure of such moneys); and (b) allocate an amount of not to exceed \$7,105,000 of the proceeds of such bonds to reimburse RFTA for such expenditures on the 2016 Bonds Projects.

Section 4. Confirmation of Prior Acts. All prior acts and doings of the officials, agents and employees of RFTA which are in conformity with the purpose and intent of this Resolution, and in furtherance of the Projects, shall be and the same hereby are in all respects ratified, approved and confirmed.

Section 5. Repeal of Inconsistent Resolutions. All orders, bylaws or resolutions of the Board, or parts thereof, inconsistent with this Resolution are hereby repealed to the extent of such inconsistency.

Section 6. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED at a regular meeting held this 10th day of March, 2016.

[SEAL]

ROARING FORK TRANSPORTATION AUTHORITY

Chairperson, Board of Directors

Attest:

By _____
Secretary, Board of Directors

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

Meeting Date:	March 10, 2016
Agenda Item:	Update Regarding Integrated Transportation System Plan and 2016 RFTA 5-Year Strategic Plan
Policy #:	4.1: Governing Style and Values 2:10: 5-Year Strategic Plan
Strategic Goal:	<ul style="list-style-type: none"> • Undertake Phase I of the Regional Integrated Transportation Service Plan (ITSP) • Update RFTA 5-Year Strategic Plan
Presented By:	David Johnson, Director of Planning Ralph Trapani and Jen Leifheit, Parsons Transportation Group (PTG)
Recommendation:	Provide comments and direction on development of the ITSP and the 2016 5-Year Strategic Plan
Core Issues:	<p>ITSP</p> <p>At the 2015 Board Retreat, RFTA staff received direction from the Board to begin working on an Integrated Transportation System Plan (ITSP). Since then, staff developed a scope of work, issued a Request for Qualifications, and retained PTG as RFTA’s on-call Planning Consultant team to conduct the ITSP. In response to the ITSP purpose and goals established by the RFTA Board and staff, and the proposed scope of work, PTG has created a work plan, schedule, and budget.</p> <p>The Work Plan and budget for Stage 1 of Phase 1 have been developed by PTG and reviewed by RFTA staff. Components include:</p> <ul style="list-style-type: none"> • Assemble Background Information • Conduct workshops interviews and planning sessions • Develop Vision Statements • Complete Organizational Capacity and Efficiency Review <p>The proposed PTG budget for Stage 1 of Phase 1 is estimated to be \$260,000. This exceeds the current budget by \$60,000, and staff is recommending that the budget be increased. If the Board approves, staff will bring back a Supplemental Budget Appropriation Resolution at a subsequent meeting.</p> <p>Work plans and budgets for Stages II-IV are conceptual; however, it is anticipated that completion of Phase 1 of the ITSP will cost in the range of \$1 million over the next two years. Staff plans to apply for grants and to seek partnerships with other jurisdictions to help defray some of these costs.</p> <p>The PTG consultants will attend the meeting to discuss the proposed work plan and budget with Board.</p> <p>2016 5-Year Strategic Plan</p> <p>An initial draft of the 2016 5-Year Strategic Plan was provided to the Board at its Retreat in June 2015 and updated at regular intervals throughout 2015. The 2016 5-Year Strategic Plan is being presented for adoption at the March 2016 Board meeting and,</p>

	similar to 2015, it may be updated throughout the year as needed or as the Board directs.
Background Info:	<ol style="list-style-type: none"> 1. The ITSP is intended to establish a long-term vision and an integrated plan for transportation in RFTA's region. The ITSP will also identify gaps, needs, and opportunities in RFTA structure and services, now and in the future. 2. The 5-year Strategic Plan outlines the goals and critical tasks that staff intends to accomplish in Year 2016 and beyond. Staff will monitor and report on progress towards achieving the 2016 Strategic Initiatives periodically throughout the year.
Policy Implications:	<p>Board Governing Style and Values Policy 4.1 states, "The Board will govern lawfully and in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, observing the principles of "Policy Governance," with an emphasis on (a) outward vision rather than internal preoccupation, (b) encouragement of diversity in viewpoints, (c) strategic leadership rather than administrative detail, (d) clear distinction of Board and chief executive roles, (e) collective rather than individual decisions, (f) future rather than past or present, and (g) proactivity rather than reactivity."</p> <p>RFTA Board Management Limitations Policy 2.10 states, "With respect to Long-Range Strategic Planning, the CEO shall not:</p> <ol style="list-style-type: none"> 2.10.1 Fail to update the Five-Year Strategic Plan annually. 2.10.2 Fail to align the subsequent year's Strategic Planning Initiatives with the annual budget process. 2.10.2 Fail to solicit RFTA Board and staff input on the Five-Year Strategic Plan on an annual basis.
Fiscal Implications:	Stage I of the ITSP is estimated to cost \$260,000.
Attachments:	Yes, please see "Project_Work_Plan_RFTA_2015_v6_WITH COSTS.pdf" and the "Draft 2016 5-Year Strategic Plan 03-10-16.pdf," documents included in the March 2016 Board Meeting Portfolio attached to the e-mail transmitting the Board Agenda packet..

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

Meeting Date:	March 10, 2016
Agenda Item:	WE-cycle Plan for Glenwood Springs’ Bike Sharing Program
Policy #:	4.2.5: Board Job Products
Strategic Goal:	Provide ongoing support for WE-cycle. Purchase one bicycle kiosk for RFTA Basalt BRT station.
Presented By:	Mirte Mallory, Co-Founder and Director, WE-cycle Dan Blankenship, CEO
Recommendation:	Discuss plan for developing the WE-cycle bike sharing program in Glenwood Springs prior to the Grand Avenue Bridge replacement project closure and RFTA’s potential level of financial participation in the project.
Core Issues:	<ol style="list-style-type: none"> 1. The Grand Avenue Bridge will be closed for approximately 3 months beginning in August of 2017, while the new bridge is being moved into place. 2. RFTA, the City of Glenwood Springs, and CDOT are working closely together to develop plans to mitigate the inevitable automobile congestion delays that will occur when Grand Avenue Bridge traffic is rerouted to the Midland Avenue and 8th Street detour routes from West Glenwood Springs to South Glenwood Springs. 3. RFTA has developed a transit mitigation plan as one component of the overall automobile congestion mitigation plan. 4. People will also be encouraged to walk and ride bicycles during the bridge closure. 5. It is believed that a WE-cycle bike share program could also be beneficial in facilitating non-motorized transportation during the bridge closure, as well as a seamless 1st and last mile connection to transit service provided by RFTA. 6. The Glenwood Springs’ City Council is very interested in determining the feasibility of the deployment of a WE-cycle bike share program in advance of the bridge closure and is looking for public and private partners in the effort to help defray the cost. 7. RFTA was a founding partner of the WE-cycle system in Aspen and is planning, this summer, to purchase one WE-cycle bicycle kiosk for the Basalt <i>Veloci</i>RFTA BRT station. 8. Similarly, staff recommends that the Board consider making an investment in the Glenwood Springs WE-cycle program in terms of two or three of the bicycle kiosks. 9. Mirte Mallory, Co-Founder and Director of WE-cycle will make a presentation of the Glenwood Springs bike sharing plan at the Board meeting.
Background Info:	See Core Issues above.
Policy Implications:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	To be determined.
Attachments:	Yes, please see “160310_WE-cycle_Update.pdf,” included in the March 2016 Board Meeting Portfolio attached to the e-mail transmitting the Board Agenda packet.

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

Meeting Date:	March 10, 2016
Agenda Item:	Grand Avenue Bridge Pedestrian Shuttle Partnership Recommendation
Policy #:	4.2.5: Board Job Products
Strategic Goal:	Refine Grand Avenue Bridge Replacement Project Transit Mitigation Plan.
Presented By:	Dan Blankenship, CEO
Recommendation:	Authorize staff to offer to provide the Grand Avenue Bridge Pedestrian Shuttle service to the City of Glenwood Springs at RFTA’s variable cost instead of its fully allocated cost.
Core Issues:	<ol style="list-style-type: none"> 1. The Grand Avenue Bridge will be closed for approximately 3 months beginning in August of 2017 while the new bridge is being moved into place. 2. In addition, the old pedestrian walkway across the Colorado River has already been removed by CDOT’s contractor and a temporary pedestrian walkway has been affixed to the existing Grand Avenue Bridge. 3. The temporary walkway is less than ideal and it will remain in place until the new pedestrian walkway construction project is completed in March/April of 2017. 4. Due to the temporary nature of the walkway, the City of Glenwood Springs and businesses on both sides of the Colorado River fear that pedestrian traffic will be discouraged. 5. To facilitate the movement of residents and visitors across the river without their automobiles, the City and business community would like to institute a Grand Avenue Bridge Pedestrian Shuttle service to operate daily until the new pedestrian walkway is completed. 6. RFTA staff was asked to provide an estimate of the cost of this shuttle service and the fully-allocated cost for one year would be approximately \$400,000. For the balance of 2016, assuming the shuttle service begins on April 1, 2016, the fully-allocated cost would be approximately \$323,000. This is too expensive for the City, which is incurring significant other costs as a result of the bridge project. In addition, there are concerns that the loss of business related to the bridge project could not only hurt the economy but affect sales tax collections. 7. For this reason, it is recommended that the Board authorize staff to offer the shuttle service to the City, in the spirit of partnership, for RFTA’s variable cost instead of its fully-allocated cost. For the balance of 2016, the variable cost to Glenwood Springs for the shuttle would be \$107,500. 8. The reduction in cost for this service will be a non-recurring one-time discount to help the City mitigate impacts related to the bridge construction project. This should not cost RFTA anything. It just means that the revenue derived from the service will not defray overhead costs that RFTA will have anyway. In addition, staff plans to use recently retired RFTA shuttle vans to provide the service.
Background Info:	In 1993, when Glenwood Springs contracted with RFTA to operate its Trolley, the RFTA Board agreed to waive overhead costs to help make the startup service affordable.
Policy Implications:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	To be determined.
Attachments:	No.

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA ITEM SUMMARY # 7. D.

Meeting Date:	March 10, 2016
Agenda Item:	Update Regarding Rio Grande Railroad Corridor Access Control Plan
Policy #:	1.1: The Rio Grande Corridor is Appropriately Protected and Utilized
Strategic Goal:	Complete Corridor Access Control Plan
Presented By:	Angela Henderson, Assistant Director, Project Management and Facilities Operations
Recommendation:	FYI – Update in preparation for first reading May 12, 2015
Core Issues:	<ol style="list-style-type: none"> 1. The ACP Work Group made significant progress with recommended revisions of the proposed ACP Update and staff has attempted to incorporate as many of the recommended revisions as possible into the ACP while still providing the protections necessary to maintain the Railroad Corridor’s “Railbanked” status, which will keep the Corridor intact and contiguous between Glenwood Springs and Woody Creek 2. The last updated draft version of the ACP and the DGS was e-mailed to each of RFTA’s member jurisdictions, Garfield County, CDOT and also made available to the public for an additional 30-day review period from October 1st – October 31st. Changes in that version were highlighted in teal. 3. Final comments received on the ACP and DGS documents have been received and reviewed. Staff is finalizing responses to the comments and will be sending them out to commenters in the near future. 4. Staff believes the current draft of the ACP and the DGS meets the requirements for maintaining the ‘Railbanked’ status of the Railroad Corridor, but recognizes that some jurisdictions may still have questions and/or concerns. 5. Staff believes the current draft of the ACP meets the intent of the GOCO requirements for preserving the Conservation Covenant Areas in the Railroad Corridor. 6. Staff believes the current draft of the ACP and DGS will protect the Railroad Corridor now and into the future in a manner that is compatible with freight rail reactivation. Preservation of the corridor will enable residents of and visitors to the Roaring Fork Valley to continue utilizing the popular Rio Grande Trail, which attracts roughly 75,000 users per year. The ACP will also help preserve the Corridor for its long-term intended use as a public transportation corridor. 7. At the request of Garfield County, staff will be attaching some additional historic documents as exhibits to the final version of the ACP: <ol style="list-style-type: none"> a. Appendix C - 1997 First Amended and Restated Intergovernmental Agreement b. Appendix D - 1997 Identified Accesses and Uses for the Roaring Fork Railroad Corridor. c. Appendix E - 2001 Great Outdoors Colorado and Roaring Fork Railroad Holding Authority Agreement 8. Staff is adding an Appendix for a number of other agreements that have placed conditions on the Corridor, such as State Parks Land and Water Conservation funds (LWCF) used to construct portions of the Rio Grande Trail.

	<p>9. The commenters referenced above also encouraged RFTA to continue investigating other means of protecting the Railroad Corridor, as an alternative to Railbanking. Along with property owners in the Cole Subdivision in Glenwood Springs, RFTA was also asked to work diligently to clear up title issues associated with Federal Land Grant Areas in Glenwood Springs and elsewhere along the corridor. Staff is continuing to work on these issues.</p> <p>10. Staff has been working to address some of the other issues related to the RFTA Corridor in preparation for the ACP first reading.</p> <ol style="list-style-type: none"> a. Survey of the first fgrow area in preparation for meeting with the adjacent property owners. b. GPS location of all existing crossings and encroachments to update the 1997 Identified Accesses and Uses for the Roaring Fork Railroad Corridor and add them to the GIS system c. Secure copies of the LWCF agreements to construct <p>11. Staff is requesting to delay the first reading of the ACP until the May 12, 2016 RFTA Board of Directors meeting. This will allow staff the time necessary to finalize some outstanding issues and give the RFTA board some additional level of comfort with the ACP update.</p> <p>12. Given that the RFTA Board Retreat is scheduled for June, the second reading and final adoption of the ACP is tentatively scheduled for July 2016.</p>
Policy Implications:	Board End Statement 1.1 says, "The Rio Grande Corridor is Appropriately Protected and Utilized.
Fiscal Implications:	RFTA's team of legal and railroad engineering consultants is under contract and has been working on the ACP and an overall update to the Comprehensive Plan. Approximately \$150,000 was budgeted in 2016 for the Comprehensive Plan Update and other corridor management-related tasks. The need to resolve Federal Land Grant issues involving adjacent property owners, and other corridor-related efforts, may require some additional funding for legal, engineering, and other consulting services, than currently budgeted. Staff will keep the Board apprised of budgetary issues as the year progresses.
Attachments:	The ACP Review and Adoption Timeline (Updated) can be found below.

This is where we are in the process:	
ACP Update to the RFTA Board in preparation for the first reading	3/12/2016
Presentation and 1st reading of the final ACP & DG to the RFTA Board of Director's	5/12/2016
Presentation and 2nd reading of ACP & DG to RFTA Board of Director's for vote	7/14/2016

**RFTA BOARD OF DIRECTORS MEETING
 “PUBLIC HEARING” AGENDA SUMMARY ITEM # 8. A.**

Meeting Date:	March 10, 2016
Agenda Item:	Resolution 2016-03: 2015 Supplemental Budget Appropriation
Presented By:	Michael Yang, Director of Finance
Options:	Adopt, amend and adopt, or not adopt Supplemental Budget Appropriation Resolution 2016-03
Recommendation:	Adopt Supplemental Budget Appropriation Resolution 2016-03
POLICY #:	4.2.5: Board Job Products
Core Issues:	<p>As part of our year-end review, staff has identified the following “housekeeping” budget adjustments needed in order to primarily carry forward unexpended budgets for projects and related grants and contributions as a result of timing issues.</p> <p><u>General Fund:</u></p> <ol style="list-style-type: none"> 1. \$480,000 increase in Sales Tax Revenues to true up to actual 2. Due to the timing, the following Project budgets will need to be carryforward from 2015 and re-appropriated in 2016: <ol style="list-style-type: none"> a. Carbondale Shuttle <ol style="list-style-type: none"> i. \$96,000 decrease in Grant Revenue ii. \$170,000 decrease in Capital Outlay b. Rubey Park Remodel <ol style="list-style-type: none"> i. \$150,000 decrease in Grant Revenue ii. \$1,476,544 decrease in Other Government Contributions iii. \$1,257,000 decrease in Capital Outlay c. Bus Video Upgrade <ol style="list-style-type: none"> i. \$400,000 decrease in Grant Revenue ii. \$500,000 decrease in Capital Outlay d. GMF Expansion (Architecture/Engineering) <ol style="list-style-type: none"> i. \$100,023 decrease in Grant Revenue ii. \$200,045 decrease in Capital Outlay e. West Glenwood Park and Ride <ol style="list-style-type: none"> i. \$563,174 decrease in Grant Revenue ii. \$561,837 decrease in Capital Outlay f. Facilities Maintenance Equipment <ol style="list-style-type: none"> i. \$17,121 decrease in Grant Revenue ii. \$21,402 decrease in Capital Outlay g. GW Bridge Plan Design and Review <ol style="list-style-type: none"> i. \$17,500 decrease in Other Government Contributions ii. \$17,500 decrease in Transit h. Corridor Consulting Services <ol style="list-style-type: none"> i. \$7,684 decrease in Other Government Contributions ii. \$15,367 decrease in Trails & Corridor Mgmt i. Carbondale Park and Ride Expansion Project <ol style="list-style-type: none"> i. \$149,579 decrease in Grant Revenue j. TVM Equipment <ol style="list-style-type: none"> i. \$5,888 decrease in Transit

	<p>3. Reclassify \$150,000 of existing appropriated budget from other financing uses to Transit expenditures.</p> <p><u>Bus Stops/Park and Ride SRF:</u></p> <p>4. \$150,000 decrease in Other Financing Sources to adjust to actual</p> <p>5. \$150,000 decrease in Transit to adjust to actual</p> <p>6. Due to the timing, the following Project budgets will need to be carryforward from 2015 and re-appropriated in 2016:</p> <p style="padding-left: 20px;">a. West Glenwood Park and Ride</p> <p style="padding-left: 40px;">i. \$142,636 decrease in Capital Outlay</p> <p><u>AMF CPF:</u></p> <p>7. Due to the timing, the following Project budgets will need to be carryforward from 2015 and re-appropriated in 2016:</p> <p style="padding-left: 20px;">a. AMF Recommissioning Project</p> <p style="padding-left: 40px;">i. \$4,637,699 decrease in Grant Revenue</p> <p style="padding-left: 40px;">ii. \$5,700,000 decrease in Capital Outlay</p> <p><u>VSS BRT CPF:</u></p> <p>8. Due to the timing, the following Project budgets will need to be carryforward from 2015 and re-appropriated in 2016:</p> <p style="padding-left: 20px;">a. BRT Project</p> <p style="padding-left: 40px;">i. \$50,043 decrease in Grant Revenue</p> <p style="padding-left: 40px;">ii. \$300,000 decrease in Capital Outlay</p> <p><u>Series 2013A CPF:</u></p> <p>9. Due to the timing, the following Project budgets will need to be carryforward from 2015 and re-appropriated in 2016:</p> <p style="padding-left: 20px;">a. Rubey Park Remodel</p> <p style="padding-left: 40px;">i. \$500,000 decrease in Capital Outlay</p> <p style="padding-left: 20px;">b. Carbondale Park and Ride Expansion Project</p> <p style="padding-left: 40px;">i. \$201,853 decrease in Capital Outlay</p> <p style="padding-left: 20px;">c. AMF Recommissioning Project</p> <p style="padding-left: 40px;">i. \$378,147 decrease in Capital Outlay</p>												
Policy Implications:	Board Job Products Policy 4.2.5 states, "The Board will approve RFTA's annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy)."												
Fiscal Implications:	<p>Net increase (decrease) to 2016 fund balance by fund:</p> <table border="1" data-bbox="581 1575 1380 1785"> <tr> <td>General Fund</td> <td style="text-align: right;">\$ 251,414</td> </tr> <tr> <td>Bus Stops & PNR SRF</td> <td style="text-align: right;">142,636</td> </tr> <tr> <td>AMF CPF</td> <td style="text-align: right;">1,062,301</td> </tr> <tr> <td>VSS BRT CPF</td> <td style="text-align: right;">249,957</td> </tr> <tr> <td>Series 2013A CPF</td> <td style="text-align: right;">1,080,000</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ 2,786,308</td> </tr> </table>	General Fund	\$ 251,414	Bus Stops & PNR SRF	142,636	AMF CPF	1,062,301	VSS BRT CPF	249,957	Series 2013A CPF	1,080,000	Total	\$ 2,786,308
General Fund	\$ 251,414												
Bus Stops & PNR SRF	142,636												
AMF CPF	1,062,301												
VSS BRT CPF	249,957												
Series 2013A CPF	1,080,000												
Total	\$ 2,786,308												
Backup Memo	Yes, please see Resolution 2016-03 attached below.												

Director _____ moved adoption of the following Resolution:

BOARD OF DIRECTORS

ROARING FORK TRANSPORTATION AUTHORITY

RESOLUTION NO. 2016-03

2015 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 2015 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 10, 2016 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 2015 budget as summarized herein:

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General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Grants	\$ (96,000)	5311 Capital Grant for Carbondale Shuttle c/f to 2016
Grants	(50,000)	CDOT FASTER for Rubey Park c/f to 2016
Grants	(100,000)	FHWA FLAP for Rubey Park c/f to 2016
Other govt contributions	(1,476,544)	City of Aspen for Rubey Park c/f to 2016
Grants	(400,000)	5311 Capital Grant for Bus Video Upgrade c/f to 2016
Grants	(100,023)	DOLA GMF Expansion (architecture/engineering) c/f to 2016
Grants	(563,174)	5311 Capital Grant for WGW PNR c/f to 2016
Grants	(17,121)	5311 Capital Grant for Facilities Equipment c/f to 2016
Other govt contributions	(7,500)	GWS for Bridge Plan Design c/f to 2016
Other govt contributions	(10,000)	CDOT for Eng. Consultant/Design c/f to 2016
Other govt contributions	(7,684)	GWS for Wye Easement-Related Consulting Services c/f to 2016
Grants	(149,579)	CDOT FASTER for Carbondale PNR c/f to 2016
Sales tax	480,000	True up to actual
Total	\$ (2,497,625)	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$ 19,914,000	\$ 480,000	\$ 20,394,000
Grants	7,105,046	(1,475,897)	5,629,149
Fares	4,513,000	-	4,513,000
Other govt contributions	7,268,752	(1,501,728)	5,767,024
Other income	413,000	-	413,000
Other financing sources	1,453,285	-	1,453,285
Total	\$ 40,667,083	\$ (2,497,625)	\$ 38,169,458

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ (170,000)	Carbondale Shuttle c/f to 2016
Capital	(1,257,000)	Rubey Park Remodel c/f to 2016
Capital	(500,000)	Bus Video Upgrade c/f to 2016
Capital	(200,045)	GMF Expansion (architecture/engineering) c/f to 2016
Capital	(561,837)	WGW PNR c/f to 2016
Capital	(21,402)	Facilities Equipment c/f to 2016
Transit	(7,500)	Bridge Plan Design c/f to 2016
Transit	(10,000)	Eng. Consultant/Design c/f to 2016
Trails & Corridor Mgmt	(15,367)	Corridor Consulting Services c/f to 2016
Transit	150,000	Reclassify from OFU
Other financing uses	(150,000)	Reclassify to transit
Transit	(5,888)	TVM Equipment c/f to 2016
Total	\$ (2,749,039)	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$ 1,957,723	-	\$ 1,957,723
Transit	18,331,220	\$ 126,612	18,457,832
Trails & Corridor Mgmt	468,960	(15,367)	453,593
Capital	14,681,988	(2,710,284)	11,971,704
Debt service	2,339,409	-	2,339,409
Other financing uses	2,713,032	(150,000)	2,563,032
Total	\$ 40,492,332	\$ (2,749,039)	\$ 37,743,293

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

Revenues and other financing sources	\$ (2,497,625)
Less Expenditures and other financing uses	2,749,039
Net increase (decrease) in fund balance	\$ 251,414

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 16,470,415*
2014-24 & 2014-25	\$ 16,470,415	\$ 381,826	16,852,241
2015-03	16,852,241	(521,000)	16,331,241
2015-08	16,331,241	(178,607)	16,152,634
2015-09	16,152,634	(195,713)	15,956,921
2015-15	15,956,921	(110,755)	15,846,166
2015-19	15,846,166	799,000	16,645,166
2016-03	16,645,166	251,414	16,896,580
		\$ 426,165	

* Audited

Bus Stops and Park and Ride Special Revenue Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Other financing sources	\$ (150,000)	Reduce transfer to actual
Total	\$ (150,000)	

Revenue & OFS Summary	Previous	Change	Current
Fees	\$ 489,000	-	\$ 489,000
Other financing sources	198,251	\$ (150,000)	48,251
Total	\$ 687,251	\$ (150,000)	\$ 537,251

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ (142,636)	WGW PNR c/f to 2016
Transit	(150,000)	Adjust to actual
Total	\$ (292,636)	

Expenditures & OFU Summary	Previous	Change	Current
Transit	\$ 687,251	\$ (150,000)	\$ 537,251
Capital	160,000	\$ (142,636)	17,364
Total	\$ 847,251	\$ (292,636)	\$ 554,615

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

Revenues and other financing sources	\$ (150,000)
Less Expenditures and other financing uses	292,636
Net increase (decrease) in fund balance	\$ 142,636

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 239,840*
2013-12 & 2013-13	\$ 239,840	-	239,840
2015-15	239,840	\$ (160,000)	79,840
2016-03	79,840	142,636	222,476
		\$ (17,364)	

* Audited

AMF Capital Project Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Grants	\$ (4,637,699)	SGR for AMF Recommissioning c/f to 2016
Total	\$ (4,637,699)	

Revenue & OFS Summary	Previous	Change	Current
Grants	\$ 5,757,689	\$ (4,637,699)	\$ 1,119,990
Other financing sources	73,000	-	73,000
Total	\$ 5,830,689	\$ (4,637,699)	\$ 1,192,990

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ (5,700,000)	AMF Recommissioning c/f to 2016
Total	\$ (5,700,000)	

Expenditures & OFU Summary	Previous	Change	Current
Capital	\$ 7,704,552	\$ (5,700,000)	\$ 2,004,552
Total	\$ 7,704,552	\$ (5,700,000)	\$ 2,004,552

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

Revenues and other financing sources	\$ (4,637,699)
Less Expenditures and other financing uses	5,700,000
Net increase (decrease) in fund balance	\$ 1,062,301

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 1,873,863*
2014-24 & 2014-25	\$ 1,873,863	-	1,873,863
2015-08	1,873,863	\$ (1,822,303)	51,560
2015-15	51,560	(51,560)	-
2016-03	-	1,062,301	1,062,301
		\$ (811,562)	

* Audited

BRT Capital Project Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Grant	\$ (50,043)	VSS BRT c/f to 2016
Total	\$ (50,043)	

Revenue & OFS Summary	Previous	Change	Current
Grant	\$ 50,043	\$ (50,043)	\$ -
Total	\$ 50,043	\$ (50,043)	\$ -

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ (300,000)	BRT c/f to 2016
Total	\$ (300,000)	

Expenditures & OFU Summary	Previous	Change	Current
Capital	\$ 478,844	\$ (300,000)	\$ 178,844
Total	\$ 478,844	\$ (300,000)	\$ 178,844

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

Revenues and other financing sources	\$ (50,043)
Less Expenditures and other financing uses	300,000
Net increase (decrease) in fund balance	\$ 249,957

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 428,801*
2014-24 & 2014-25	\$ 428,801	-	428,801
2015-08	428,801	\$ (374,957)	53,844
2015-15	53,844	(53,844)	-
2016-03	-	249,957	249,957
		\$ (178,844)	

* Audited

Series 2013A Capital Project Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
No change		

Revenue & OFS Summary	Previous	Change	Current
	-	-	-
Total	-	-	-

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ (500,000)	Rubey Park Remodel - c/f to 2016
Capital	(201,853)	Carbondale PNR - c/f to 2016
Capital	(378,147)	AMF Recommissioning -c/f to 2016
Total	\$ (1,080,000)	

Expenditures & OFU Summary	Previous	Change	Current
Capital	\$ 1,248,342	\$ (1,080,000)	\$ 168,342
Total	\$ 1,248,342	\$ (1,080,000)	\$ 168,342

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

Revenues and other financing sources	-
Less Expenditures and other financing uses	\$ 1,080,000
Net increase (decrease) in fund balance	\$ 1,080,000

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 1,248,342*
2014-24 & 2014-25	\$ 1,248,342	\$ (1,153,000)	95,342
2015-08	95,342	(75,000)	20,342
2015-15	20,342	(20,342)	-
2016-03	-	1,080,000	1,080,000
		\$ (168,342)	

* Audited

That the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2015 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 10th day of March, 2016.

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

By: _____
Stacey Patch-Bernot, 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 10, 2016 (b) the meeting was open to the public; (c) the Authority provided at least 48 hours' written notice of such meeting to each Director and Alternate Director of the Authority and to the Governing Body of each Member of the Authority; (d) the Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of at least two-thirds of the Directors then in office who were eligible to vote thereon voting; and (e) the meeting was noticed, and all proceedings relating to the adoption of the Resolution were conducted, in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, as amended, all applicable bylaws, rules, regulations and resolutions of the Authority, the normal procedures of the Authority relating to such matters, all applicable constitutional provisions and statutes of the State of Colorado and all other applicable laws.

WITNESS my hand this ____ day of _____, 2016.

RFTA BOARD OF DIRECTORS MEETING
“PUBLIC HEARING” AGENDA SUMMARY ITEM # 8. B.

Meeting Date:	March 10, 2016
Agenda Item:	Resolution 2016-04: 2016 Supplemental Budget Appropriation
Presented By:	Michael Yang, Director of Finance
Options:	Adopt, amend and adopt, or not adopt Supplemental Budget Appropriation Resolution 2016-04
Recommendation:	Adopt Supplemental Budget Appropriation Resolution 2016-04
POLICY #:	4.2.5: Board Job Products
Core Issues:	<p>As part of our ongoing review, staff has identified the following budget adjustments for additional needs and also in order to carry forward unexpended budgets from 2015 to 2016 for projects and related grants and contributions as a result of timing issues.</p> <p><u>General Fund:</u></p> <ol style="list-style-type: none"> 1. Digital Trunked Radio System (DTRS) Infrastructure Cost – Pitkin County plans to migrate all radio communications to the State of Colorado’s 800MHz DTRS throughout the Roaring Fork Valley. RFTA currently utilizes 800MHz two-way radio communications along the Highway 82 Corridor and shares two County sites. The County is requesting that RFTA participate in cost-sharing of the investment and a commitment of funds so the County can move forward with the migration, which will also improve RFTA’s radio coverage. Please refer to separate memo from Pitkin County in the March 2016 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the Board Agenda packet. <ol style="list-style-type: none"> a. \$100,000 increase in Capital Outlay 2. Bus Refurbishment – Staff has researched the possibility of repowering existing MCI over-the-road coach transit buses by replacing the engine and transmission while also installing new seats with seat belts. At a fraction of the cost for a new bus, this option can help extend the useful life of the buses and push back the timing of replacements 5 or more years. Staff estimates that there are about 10 buses that could be good candidates for refurbishment. At this time, additional budget is requested for an initial test refurbishment for 1 bus. If the initial refurbishment goes as planned, then staff may consider refurbishing additional buses. <ol style="list-style-type: none"> a. \$140,000 increase in Capital Outlay 3. Alternative Fuel Credit – Several tax provisions intended to benefit both individuals and businesses expired at the end of 2014. On December 18, 2015, President Obama signed into law the “Protecting Americans from Tax Hikes” (PATH) Act of 2015 (Public Law 114-113) that extended, modified, and even made permanent many of the expired provisions. The Act reinstates credits and payments for sales and uses of alternative fuel through 2016. As a result, RFTA can claim a refund of excise taxes on its usage of

Compressed Natural Gas. The estimated amount of the credit is approximately \$150,000 which will offset the cost of CNG during the year.

- a. \$150,000 decrease in Fuel Expenditures

4. **True up to budgets already appropriated** based on information made available after the budget was adopted:

- a. **Waste Management Services** – increase in cost based on bids received

- i. \$97,000 increase in Transit Expenditures

- b. **Additional hardware** needed for Accounting Software upgrade previously budgeted

- i. \$5,000 increase in Capital Outlay

- c. **Insurance** – renewal information reflected a 10% increase in the cost for Basic Life

- i. \$11,250 increase in Transit Expenditures

- d. **RFTA Contribution to the Traveler Program** – based on information received from Garfield County, the calculated contribution amount from RFTA members exceeded the estimate reflected in the adopted RFTA budget. As a result, RFTA will need to increase the amount transferred from the General Fund to the Service Contract SRF accordingly.

- i. \$27,697 increase to Other Financing Uses

5. The following Project budgets will need to be **carryforward** from 2015 and re-appropriated in 2016:

- a. **Carbondale Shuttle**

- i. \$96,000 increase in Grant Revenue
 - ii. \$170,000 increase in Capital Outlay

- b. **Rubey Park Remodel**

- i. \$150,000 increase in Grant Revenue
 - ii. \$1,476,544 increase in Other Government Contributions
 - iii. \$1,257,000 increase in Capital Outlay

- c. **Bus Video Upgrade**

- i. \$400,000 increase in Grant Revenue
 - ii. \$500,000 increase in Capital Outlay

- d. **GMF Expansion (Architecture/Engineering)**

- i. \$100,023 increase in Grant Revenue
 - ii. \$200,045 increase in Capital Outlay

- e. **West Glenwood Park and Ride**
 - i. \$563,174 increase in Grant Revenue
 - ii. \$561,837 increase in Capital Outlay
- f. **Facilities Maintenance Equipment**
 - i. \$17,121 increase in Grant Revenue
 - ii. \$21,402 increase in Capital Outlay
- g. **GW 8th Street Bridge Plan Design Review**
 - i. \$17,500 increase in Other Government Contributions
 - ii. \$17,500 increase in Transit
- h. **Corridor Consulting Services**
 - i. \$7,684 increase in Other Government Contributions
 - ii. \$15,367 increase in Trails & Corridor Mgmt Exp
- i. **Carbondale Park and Ride Expansion Project**
 - i. \$149,579 increase in Grant Revenue
- j. **TVM Equipment**
 - i. \$5,888 increase in Transit Expenditures

Service Contract SRF:

- 6. **RFTA Contribution to the Traveler Program** – to increase the share of estimated costs for RFTA members and decrease Garfield County’s share of the estimated costs by the same amount.
 - a. \$27,697 decrease in Service Contract Revenue
 - b. \$27,697 increase in Other Financing Sources
- 7. **Grand Avenue Pedestrian Bridge Shuttle** – to account for the temporary additional service related to the Grand Avenue Bridge Project in Glenwood Springs. The cost assumes daily service starting on April 1, 2016 funded by the City of Glenwood Springs.
 - a. \$107,500 increase in Service Contract Revenue
 - b. \$107,500 increase in Operating Expenditures

Bus Stops/Park and Ride SRF:

- 8. The following Project budgets will need to be **carryforward** from 2015 and re-appropriated in 2016:
 - a. **West Glenwood Park and Ride**
 - i. \$142,636 increase in Capital Outlay

[Continued on next page)

	<p><u>AMF CPF:</u></p> <p>9. The following Project budgets will need to be carryforward from 2015 and re-appropriated in 2016:</p> <p style="padding-left: 40px;">a. AMF Recommissioning Project</p> <p style="padding-left: 80px;">i. \$4,637,699 increase in Grant Revenue</p> <p style="padding-left: 80px;">ii. \$5,700,000 increase in Capital Outlay</p> <p><u>VSS BRT CPF:</u></p> <p>10. The following Project budgets will need to be carryforward from 2015 and re-appropriated in 2016:</p> <p style="padding-left: 40px;">a. BRT Project</p> <p style="padding-left: 80px;">i. \$50,043 increase in Grant Revenue</p> <p style="padding-left: 80px;">ii. \$300,000 increase in Capital Outlay</p> <p><u>Series 2013A CPF:</u></p> <p>11. The following Project budgets will need to be carryforward from 2015 and re-appropriated in 2016:</p> <p>12.</p> <p style="padding-left: 40px;">a. Rubey Park Remodel</p> <p style="padding-left: 80px;">i. \$500,000 increase in Capital Outlay</p> <p style="padding-left: 40px;">b. Carbondale Park and Ride Expansion Project</p> <p style="padding-left: 80px;">i. \$201,853 increase in Capital Outlay</p> <p style="padding-left: 40px;">c. AMF Recommissioning Project</p> <p style="padding-left: 80px;">i. \$378,147 increase in Capital Outlay</p>														
<p>Policy Implications:</p>	<p>Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”</p>														
<p>Fiscal Implications:</p>	<p>Net increase (decrease) to 2016 fund balance by fund:</p> <table border="1" data-bbox="581 1375 1380 1617"> <tr> <td>General Fund</td> <td style="text-align: right;">\$ (2,361)</td> </tr> <tr> <td>Service Contract SRF</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Bus Stops & PNR SRF</td> <td style="text-align: right;">(142,636)</td> </tr> <tr> <td>AMF CPF</td> <td style="text-align: right;">(1,062,301)</td> </tr> <tr> <td>VSS BRT CPF</td> <td style="text-align: right;">(249,957)</td> </tr> <tr> <td>Series 2013A CPF</td> <td style="text-align: right;">(1,080,000)</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$ (2,537,255)</td> </tr> </table>	General Fund	\$ (2,361)	Service Contract SRF	0	Bus Stops & PNR SRF	(142,636)	AMF CPF	(1,062,301)	VSS BRT CPF	(249,957)	Series 2013A CPF	(1,080,000)	Total	\$ (2,537,255)
General Fund	\$ (2,361)														
Service Contract SRF	0														
Bus Stops & PNR SRF	(142,636)														
AMF CPF	(1,062,301)														
VSS BRT CPF	(249,957)														
Series 2013A CPF	(1,080,000)														
Total	\$ (2,537,255)														
<p>Backup Memo</p>	<p>Yes, please see Resolution 2016-04 attached below.</p> <p>Please also see “Pitkin-RFTA DTRS Request Memorandum.pdf,” included in the March 2016 Board Meeting Portfolio.pdf attached to the e-mail transmitting the Board Agenda packet.</p>														

Director _____ moved adoption of the following Resolution:

BOARD OF DIRECTORS

ROARING FORK TRANSPORTATION AUTHORITY

RESOLUTION NO. 2016-04

2016 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 2016 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 10, 2016 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 2016 budget as summarized herein:

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General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Grants	\$ 96,000	5311 Capital Grant for Carbondale Shuttle c/f from 2015
Grants	50,000	CDOT FASTER for Rubey Park c/f from 2015
Grants	100,000	FHWA FLAP for Rubey Park c/f from 2015
Other govt contributions	1,476,544	City of Aspen for Rubey Park c/f from 2015
Grants	400,000	5311 Capital Grant for Bus Video Upgrade c/f from 2015
Grants	100,023	DOLA GMF Expansion (architecture/engineering) c/f from 2015
Grants	563,174	5311 Capital Grant for WGW PNR c/f from 2015
Grants	17,121	5311 Capital Grant for Facilities Equipment c/f from 2015
Other govt contributions	7,500	GWS for Bridge Plan Design c/f from 2015
Other govt contributions	10,000	CDOT for Eng. Consultant/Design c/f from 2015
Other govt contributions	7,684	GWS for Wye Easement-Related Consulting Services c/f from 2015
Grants	149,579	CDOT FASTER for Carbondale PNR c/f from 2015
Total	\$ 2,977,625	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$ 20,678,000	-	\$ 20,678,000
Grants	2,073,550	\$ 1,475,897	3,549,447
Fares	4,594,000	-	4,594,000
Other govt contributions	1,364,158	1,501,728	2,865,886
Other income	449,140	-	449,140
Other financing sources	5,172,000	-	5,172,000
Total	\$ 34,330,848	\$ 2,977,625	\$ 37,308,473

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ 100,000	Contribution to PitCo for DTRS Infrastructure Costs
Capital	140,000	Bus Refurbishment
Fuel	(150,000)	Excise Tax Refund for CNG
Transit	97,000	True-up Waste Management budget to contract pricing
Capital	5,000	Additional hardware need for Software Upgrade
Transit	11,250	True-up Insurance to renewal pricing
Other financing uses	27,697	True-up Transfer to fund RFTA's contribution to Traveler
Capital	170,000	Carbondale Shuttle c/f from 2015
Capital	1,257,000	Rubey Park Remodel c/f from 2015
Capital	500,000	Bus Video Upgrade c/f from 2015
Capital	200,045	GMF Expansion (architecture/engineering) c/f from 2015
Capital	561,837	WGW PNR c/f from 2015
Capital	21,402	Facilities Equipment c/f from 2015
Transit	7,500	Bridge Plan Design c/f from 2015
Transit	10,000	Eng. Consultant/Design c/f from 2015
Trails & Corridor Mgmt	15,367	Corridor Consulting Services c/f from 2015
Transit	5,888	TVM Equipment c/f from 2015
Total	\$ (2,979,986)	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$ 1,698,415	\$ (150,000)	\$ 1,548,415
Transit	19,715,589	131,638	19,847,227
Trails & Corridor Mgmt	437,460	15,367	452,827
Capital	7,050,000	2,955,284	10,005,284
Debt service	2,318,980	-	2,318,980
Other financing uses	3,215,177	27,697	3,242,874
Total	\$ 34,435,621	\$ 2,979,986	\$ 37,415,607

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

Revenues and other financing sources	\$ 2,977,625
Less Expenditures and other financing uses	(2,979,986)
Net increase (decrease) in fund balance	\$ (2,361)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 16,896,580*
2015-20 & 2015-21	\$ 16,896,580	\$ (104,773)	16,791,807
2016-04	16,791,807	(2,361)	16,789,446
		\$ (107,134)	

* Budgeted

Service Contract Special Revenue Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Service contract revenue	\$ (27,697)	True-down to Traveler Contract
Other financing sources	27,697	True-up Transfer to fund RFTA's contribution to Traveler
Service contract revenue	107,500	City of GWS for GAB Pedestrian Shuttle (starting 4/1/16)
Total	\$ 107,500	

Revenue & OFS Summary	Previous	Change	Current
Service contract revenue	\$ 9,671,470	\$ 79,803	\$ 9,751,273
Grant revenue	30,000	-	30,000
Other financing sources	138,400	27,697	166,097
Total	\$ 9,839,870	\$ 107,500	\$ 9,947,370

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Operating	\$ 107,500	GAB Pedestrian Shuttle (starting 4/1/16)
Total	\$ 107,500	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$ 744,885	-	\$ 744,885
Operating	8,352,331	\$107,500	8,459,831
Capital	742,654	-	742,654
Total	\$ 9,839,870	\$ 107,500	\$ 9,947,370

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

Revenues and other financing sources	\$ 107,500
Less Expenditures and other financing uses	(107,500)
Net increase (decrease) in fund balance	\$ -

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			-*
2015-20 & 2015-21	-	-	-
2016-04	-	-	-
		\$ -	

* Budgeted

Bus Stops and Park and Ride Special Revenue Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
No change		

Revenue & OFS Summary	Previous	Change	Current
Other income	\$ 461,000	-	\$461,000
Other financing sources	165,640	-	165,640
Total	\$ 626,640	-	\$ 626,640

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ 142,636	WGW PNR c/f from 2015
Total	\$ 142,636	

Expenditures & OFU Summary	Previous	Change	Current
Transit	\$ 626,640	-	\$ 626,640
Capital	-	\$ 142,636	142,636
Total	\$ 626,640	\$ 142,636	\$ 769,276

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

Revenues and other financing sources	\$ -
Less Expenditures and other financing uses	(142,636)
Net increase (decrease) in fund balance	\$ (142,636)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 222,476*
2015-20 & 2015-21	\$ 222,476	-	222,476
2016-04	222,476	\$ (142,636)	79,840
		\$ (142,636)	

* Budgeted

AMF Capital Project Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Grants	\$ 4,637,699	SGR for AMF Recommissioning c/f from 2015
Total	\$ 4,637,699	

Revenue & OFS Summary	Previous	Change	Current
Grants	-	\$ 4,637,699	\$4,637,699
Other financing sources	\$ 225,000	-	225,000
Total	\$ 225,000	\$ 4,637,699	\$ 4,862,699

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ 5,700,000	AMF Recommissioning c/f from 2015
Total	\$ 5,700,000	

Expenditures & OFU Summary	Previous	Change	Current
Capital	\$ -	\$ 5,700,000	\$ 5,700,000
Total	\$ -	\$ 5,700,000	\$ 5,700,000

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

Revenues and other financing sources	\$ 4,637,699
Less Expenditures and other financing uses	(5,700,000)
Net increase (decrease) in fund balance	\$ (1,062,301)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 1,062,301*
2015-20 & 2015-21	\$ 1,062,301	225,000	1,287,301
2016-04	1,287,301	(1,062,301)	225,000
		\$ (837,301)	

* Budgeted

BRT Capital Project Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Grant	\$ 50,043	VSS BRT c/f from 2015
Total	\$ 50,043	

Revenue & OFS Summary	Previous	Change	Current
Grant	\$ -	\$ 50,043	\$ 50,043
Total	\$ -	\$ 50,043	\$ 50,043

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ 300,000	BRT c/f from 2015
Total	\$ 300,000	

Expenditures & OFU Summary	Previous	Change	Current
Capital	\$ -	\$ 300,000	\$ 300,000
Total	\$ -	\$ 300,000	\$ 300,000

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

Revenues and other financing sources	\$ 50,043
Less Expenditures and other financing uses	(300,000)
Net increase (decrease) in fund balance	\$ (249,957)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 249,957 *
2015-20 & 2015-21	\$ 249,957	-	249,957
2016-04	249,957	\$ (249,957)	-
		\$ (249,957)	

* Budgeted

Series 2013A Capital Project Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
No change		

Revenue & OFS Summary	Previous	Change	Current
	-	-	-
Total	-	-	-

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ 500,000	Rubey Park Remodel - c/f from 2015
Capital	201,853	Carbondale PNR - c/f from 2015
Capital	378,147	AMF Recommissioning -c/f from 2015
Total	\$ 1,080,000	

Expenditures & OFU Summary	Previous	Change	Current
Capital	\$ -	\$ 1,080,000	\$ 1,080,000
Total	\$ -	\$ 1,080,000	\$ 1,080,000

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

Revenues and other financing sources	-
Less Expenditures and other financing uses	\$ (1,080,000)
Net increase (decrease) in fund balance	\$ (1,080,000)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 1,080,000 *
2015-20 & 2015-21	\$ 1,080,000	-	1,080,000
2016-04	1,080,000	\$ (1,080,000)	-
		\$ (1,080,000)	

* Budgeted

That the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2016 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 10th day of March, 2016.

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

By: _____
Stacey Patch-Bernot, 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 10, 2016 (b) the meeting was open to the public; (c) the Authority provided at least 48 hours' written notice of such meeting to each Director and Alternate Director of the Authority and to the Governing Body of each Member of the Authority; (d) the Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of at least two-thirds of the Directors then in office who were eligible to vote thereon voting; and (e) the meeting was noticed, and all proceedings relating to the adoption of the Resolution were conducted, in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, as amended, all applicable bylaws, rules, regulations and resolutions of the Authority, the normal procedures of the Authority relating to such matters, all applicable constitutional provisions and statutes of the State of Colorado and all other applicable laws.

WITNESS my hand this ____ day of _____, 2016.

“INFORMATION/UPDATES” AGENDA SUMMARY ITEM # 9. A.

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: March 10, 2016

Regional Transportation Authority Property Tax Authorization Bill to Extend Sunset to 2019: RFTA is supporting a Bill in the 2016 legislative session that would amend the Regional Transportation Authority Law to extend the current 2019 sunset on the 5 mill property tax authorization until 2029. Representative Diane Mitsch Bush and State Senator Kerry Donovan are sponsoring the Bill, which passed the House and will be considered by the Senate Transportation Committee on March 8th. Staff will be attending the Senate Hearing at the State Capitol on March 8th and will keep the RFTA Board apprised of the status of this Bill.

Planning Department Update – David Johnson, Director of Planning

The “3-10-16 Planning Department Update.pdf,” can be found in the March 2016 RFTA Board Meeting Portforlio.pdf attached to the e-mail transmitting the RFTA Board meeting Agenda packet.

January 2016 Year-to-Date Ridership Report

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report				
	Jan-15	Jan-16	#	%
Service	YTD	YTD	Variance	Variance
City of Aspen	142,201	183,167	40,966	28.81%
RF Valley Commuter	292,180	285,896	(6,284)	-2.15%
Grand Hogback	7,704	8,332	628	8.15%
Aspen Skiing Company	145,178	159,175	13,997	9.64%
Ride Glenwood Springs	16,593	16,025	(568)	-3.42%
X-games/Charter	23,165	28,978	5,813	25.09%
Senior Van	356	315	(41)	-11.52%
MAA Burlingame			-	
Maroon Bells			-	
Total	627,377	681,888	54,511	8.69%
Subset of Roaring Fork Valley Commuter Service with BRT in 2016				
	YTD Jan.	YTD Jan.	Dif +/-	% Dif +/-
Service	2015	2016		
Highway 82 Corridor Local/Express	84,937	75,755	(9,182)	-11%
BRT	93,357	94,406	1,049	1%
Total	178,294	170,161	(8,133)	-5%

Finance Department Update – Mike Yang, Director of Finance

2016 Budget Year				
General Fund				
	January YTD			
	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales tax (1)	\$ -	\$ -	#DIV/0!	\$ 20,678,000
Grants (2)	\$ -	\$ -	#DIV/0!	\$ 2,073,550
Fares (3)	\$ 365,269	\$ 297,118	22.9%	\$ 4,594,000
Other govt contributions	\$ 705,833	\$ 705,833	0.0%	\$ 1,364,158
Other income	\$ 81,987	\$ 80,366	2.0%	\$ 449,140
Total Revenues	\$ 1,153,089	\$ 1,083,317	6.4%	\$ 29,158,848
Expenditures				
Fuel	\$ 225,341	\$ 299,251	-24.7%	\$ 1,698,415
Transit	\$ 2,246,622	\$ 2,358,104	-4.7%	\$ 19,715,589
Trails & Corridor Mgmt	\$ 8,460	\$ 9,521	-11.2%	\$ 437,460
Capital	\$ 269,129	\$ 269,129	0.0%	\$ 7,050,000
Debt service	\$ 115,538	\$ 115,538	0.0%	\$ 2,318,980
Total Expenditures	\$ 2,865,090	\$ 3,051,543	-6.1%	\$ 31,220,444
Other Financing Sources/Uses				
Other financing sources	\$ -	\$ -	#DIV/0!	\$ 5,172,000
Other financing uses	\$ (189,595)	\$ (189,595)	0.0%	\$ (3,215,177)
Total Other Financing Sources/Uses	\$ (189,595)	\$ (189,595)	0.0%	\$ 1,956,823
Change in Fund Balance (4)	\$ (1,901,596)	\$ (2,157,820)	11.9%	\$ (104,773)

(1) Timing issue as January sales tax revenue will be deposited in March.

(2) Grant revenues will be recorded when available for reimbursement.

(3) Through January, fare revenue is up approx. 19% over the prior year. This increase is primarily attributable to the timing of bulk pass orders by outlets and businesses. The chart below provides a January 2015/2016 comparison of actual fare revenues and ridership on RFTA fare services:

Fare Revenue:	Jan-15	Jan-16	Increase/ (Decrease)	% Change
Regional Fares	\$ 305,557	\$ 363,469	\$ 57,912	19%
Advertising	\$ 8,552	\$ 1,800	\$ (6,752)	-79%
Total Fare Revenue	\$ 314,109	\$ 365,269	\$ 51,160	16%
Ridership on RFTA Fare Services:	Jan-15	Jan-16	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	84,937	75,755	(9,182)	-11%
BRT	93,357	94,406	1,049	1%
SM-DV	13,346	14,215	869	7%
Grand Hogback	7,704	8,332	628	8%
Total Ridership on RFTA Fare Services	199,344	192,708	(6,636)	-3%
Avg. Fare/Ride	\$ 1.53	\$ 1.89	\$ 0.35	23%

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

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage January 2016 YTD				Hours January 2016 YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	398,413	406,838	(8,425)	-2.1%	19,149	18,074	1,075	5.9%
City of Aspen	55,635	54,208	1,427	2.6%	6,125	6,057	68	1.1%
Aspen Skiing Company	61,879	64,663	(2,784)	-4.3%	3,739	4,340	(601)	-13.8%
Ride Glenwood Springs	10,265	10,242	23	0.2%	828	828	-	0.0%
Grand Hogback	18,880	20,840	(1,960)	-9.4%	765	738	27	3.7%
X-games/Charter	4,147	3,745	402	10.7%	423	546	(123)	-22.5%
Senior Van	1,415	1,652	(237)	-14.3%	144	145	(1)	-0.7%
Total	550,634	562,188	(11,554)	-2.1%	31,173	30,728	445	1.4%

Facilities & Trails Update – Mike Hermes, Director of Facilities & Trails

Facilities and Bus Stop Maintenance

March 10, 2016

Capital Projects Update

The Facilities Department is going to have a large volume of work to manage during the 2016 construction season. The estimated dollar value of the work will exceed the dollar volume of work that was managed during 2012, at the height of BRT construction project. The projects stretch through the valley from Rubey Park to New Castle. Additionally, Project Management staff will be managing the design-build process for the GMF expansion Phase 1 and the affirmation process for the master plan of the facility.

Project	Estimated dollar value of work
Rubey Park	\$ 1,000,000.00
AMF P3&4	\$ 6,000,000.00
Meyers Road	\$ 85,000.00
Carbondale PNR	\$ 100,000.00
West GWS PNR P1A GMF expansion	\$ 1,700,000.00
New Castle PNR	\$ 800,000.00
Total	\$ 9,685,000.00

AMF Phase 3: Indoor bus storage:

On March 15th staff will be meeting with the contractor (FCI) to kick off the 2016 construction season at the AMF. FCI will be mobilizing on site by April 15 to begin work on the remainder of the building expansion project.

AMF Phase 4: inspection canopy, drive lanes and building cladding:

- There are no significant items to report

West Glenwood Springs Park and Ride project:

- The plans for the project are 100% complete and once RFTA receives all the required approvals from CDOT the project is ready to go out to ad.
- On Friday February 29th Staff submitted a permit package to GWS for the permits required to construct the project.
- On February 16th staff sent the project's environmental information to CDOT for review and approval.

GMF expansion project:

Phase 1A: RFTA received the FASTER grant agreement for this project from CDOT on February 19th. The grant is back in CDOT’s hands to sign and return. The plans for this project are 100% complete and were included in the permit package submitted to GWS on February 29th.

Phase 1: Staff is in the process of executing a task order with the Shrewsberry/Iron Horse team to begin the design-build process for the GMF retaining wall (Phase1) of the GMF expansion project. This wall will create the flat space that will support the subsequent phases of the GMF expansion project. The task order will also include an affirmation process for the remaining phases of the project to update and confirm the projects design criteria.

New Castle Park and Ride:

In the last update for this project staff reported that CDOT had agreed to advance the FASTER grant that RFTA had been awarded for this project from FY2017 to FY2016 and work towards issuing a NTP for the project by May 1st. Since last month’s report, CDOT has determined that it would not be possible to complete the process required to move the FASTER funds between years and complete the review process in time for the project to go out to ad in May. In order to keep the project moving forward, RFTA and CDOT have worked out an arrangement where RFTA will fund the construction of the New Castle Park and Ride with RFTA’s funds and CDOT will reallocate the FASTER grant to another RFTA project. It has been agreed that the FASTER grant will be moved to the GMF expansion, Phase 1 wall project. This will allow CDOT time to move through the grant and review process in a more orderly fashion and allow RFTA to move forward with the construction of the New Castle Park and Ride.

Facilities Updates

Glenwood Maintenance Facility:

- There are no significant items to report

Carbondale Maintenance Facility:

- There are no significant items to report

Aspen Maintenance Facility:

- There are no significant items to report

RFTA Bus Stops and Park and Ride Lots:

- There are no significant items to report

Facilities, Rail Corridor & Trail Update

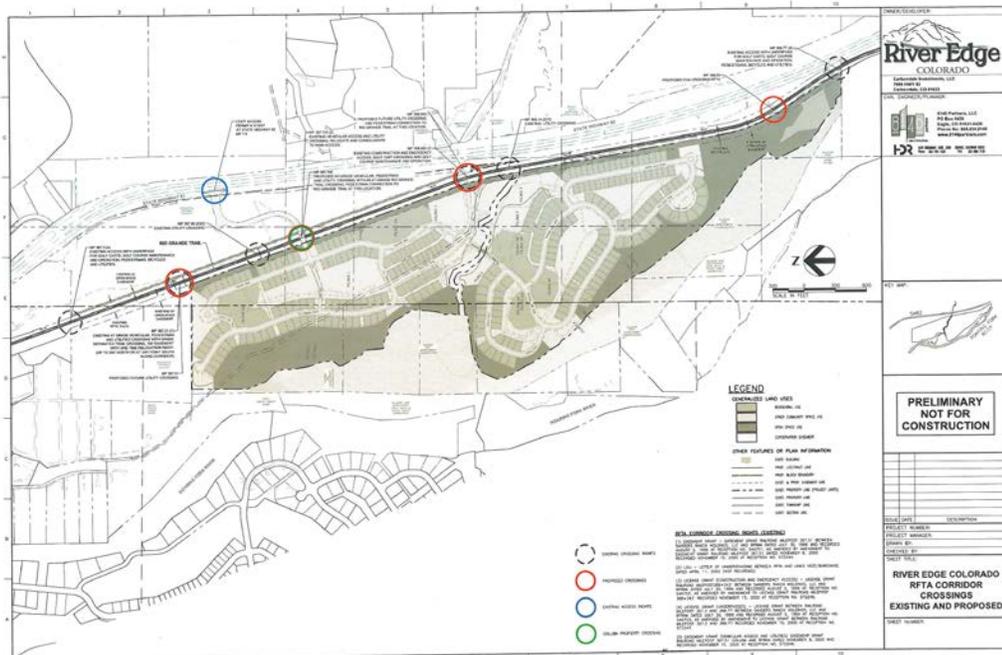
RFTA Employee Housing

- The Main Street apartment complex in Carbondale, a 5 unit complex with 7 beds, is currently at **100%** occupancy.
- The Parker House apartment complex in Carbondale, a 15 unit complex with 24 beds unit, is currently at **87%** occupancy.
- RFTA’s allotment of long-term housing at Burlingame in Aspen, consisting of four one-bedroom units, is currently at **100%** occupancy.
- RFTA Permanent employee housing is currently at **91%**.
- RFTA began renting 10 seasonal, 2 bedroom units at the Burlingame apartment complex September 1st. On November 30th we released two units back to Burlingame and released one additional unit back to Burlingame on February 1st. Of the 14 beds available in the seven units that we have retained for the winter season, 11 beds have been filled putting our seasonal housing at **79%**.

RFTA Railroad Corridor

Right-of-Way Land Management Project: Along with its legal and engineering consultants, RFTA staff is working on completing the following tasks in 2016:

- An update to the 2005 Comprehensive Plan. **The first document to be updated is the Access Control Plan. First reading of the ACP is being postponed to May of 2016.**
- Once the draft versions of ACP and DGS guidelines are finalized and approved by the RFTA Board, then staff will send out both documents to GOCO, with an updated list of crossings including existing crossings that have not been previously approved, any potential new crossings being proposed currently, as well as any new crossings that might be on the horizon. The goal will be to secure GOCO's approval of the updated ACP, DG and updated list of crossings.
- With the final version of the ACP accepted by the RFTA Board of Directors, staff will work with the attorneys to review and update the existing templates & formats that RFTA is using for licensing in the Rail Corridor.
- The final version of the ACP and DG will also allow staff to finalize a process and fee structure for RFTA that will enable railroad and legal experts to review, assess and report on proposed development impacts along the corridor, along with recommendations regarding potential mitigation of the impacts that RFTA can provide to permitting jurisdictions.
- Once the process for the ACP is complete and the forms and review process finalized, staff will begin updating the rest of the Comprehensive Plan, the Recreational Trails Plan and the Executive Summary documents to bring back to the RFTA Board for a review and direction.
- Staff continues working on issues related to the Federal Grant Right-of-Way areas identified up and down the Railroad Corridor and will provide updates as necessary (*Ongoing*).
- **River Edge Colorado** (*Sanders Ranch/Bair Chase/River Bend/Cattle Creek development*) No new update on this project (*Ongoing*).



- The developer is proposing one at-grade vehicle crossing, an at-grade trail crossing, an emergency vehicle crossing, several utility crossings and pedestrian connections to the Rio Grande Trail
- The developer has expressed a willingness to terminate all of the existing agreements and develop new agreements for the property
- **Pedestrian Bridge & Temporary Storage Facility – City of Glenwood Springs** – The City has requested permission to temporarily store the existing Grand Avenue pedestrian bridge sections on the RFTA Railroad Corridor beginning on top of the railroad tracks out to the edge of Coach Miller Drive, directly across from the Glenwood Springs High School football field.

The City plans to reuse the existing bridge for a new pedestrian connection between Midland Avenue and 14th Street (Across the Roaring Fork River) to provide a safe pedestrian crossing for the people living on Midland Avenue. The City is in the process of developing a plan for placement of the pedestrian bridge to its permanent location and hopes to install the pedestrian bridge sometime in September of 2016.

The City will be signing a temporary use license with RFTA to address safety concerns which include, insurance requirements, keeping people from climbing on the bridge (possibly fencing off the bridge sections), ensuring that the bridge is well marked on both ends to avoid collision issues and the restoration of the Railroad Corridor to its same or better condition once the pedestrian bridge is removed and relocated to its permanent location.

- **South Bridge**– Nothing new to report this month (*Ongoing*);
- **8th Street Crossing Project by CDOT and the City of Glenwood Springs**–Staff is still working through the logistics of the 8th Street process with CDOT, the City and the attorney. We will provide a more detailed report as updates are developed (*Ongoing*).

Rio Grande Trail Update

- Staff is coordinating with CCAH to discuss art in the corridor and overall beautification through Carbondale.
- Staff has been actively participating with the Carbondale Creative District, specifically the Wayfinding and Connectivity task force. It is anticipated that this Spring some wayfinding signs will be installed in the corridor, directing people to the creative districts and downtown.
- Other beautification efforts on the corridor through Carbondale:
 - Staff is working with ACRE Narrative Design to create the master plan for the Rio Grande ArtWay
 - Staff will begin to install a single track/dirt trail adjacent to the paved surface in Carbondale, where space allows. Impact will be very minimal to regular trail use
 - Staff completed a revegetation project in the corridor behind the CMF, spreading native grass and wildflower seed
 - Staff is writing grants in order to fund and continue the project
 - Financing needed for picnic areas, art installations, native landscapes, a Latino Folk Art Garden, and creating a play area for youth
- Staff has been clearing sight lines along the trail by removing tree limbs and brush.

- Staff has continued to have issues with the tractor and implements; it is difficult to find parts for the implements and to find a mechanic to work on them.
 - Staff would like to replace the tractor with a different/safer piece of equipment
 - Staff has provided an informational memo to CEO, COO, and Finance
- Staff has been working with the ACES crew on the Rock Bottom Ranch connections to the Rio Grande Trail.
- Staff has been coordinating with Pitkin County Open Space and Trails regarding an equestrian/multi-use trail from the Hooks Ln Trailhead to the Glassier Open Space.
- Staff has been coordinating with RFOV to see what kind of projects we can work together on; improvements to river access at the Satank Bridge is most likely the front runner, with smaller projects to occur as well.
- Staff is plowing the trail from Glenwood Springs up to Carbondale when we get a significant snow event.
- Staff has been grooming the cross country ski trail from Snowmass Drive to Catherine Bridge.
- Staff is working with the procurement department on a scope of work and creating an RFP for a noxious weed control program using grazing goats.
- Staff is working with the procurement dept. on a scope of work for design and construction of a soft surface trail, adjacent to the asphalt trail.
- The Trails Department is hiring to fill a vacant position; the job description is posted on RFTA's website.