

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

TIME: 8:30 a.m. – 9:00 a.m., Thursday, June 9, 2016

New Location: Carbondale Library, Community Room, 320 Sopris Avenue, Carbondale, CO 81623

(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. Two Matters: Paul Taddune, General Counsel: Pursuant to C.R.S. 24-6-602 (4)(b)(1): Sos and Carroll Litigation		Executive Session	8:31 a.m.
3	Approval of <u>Minutes</u>: RFTA Board Meeting, May 12, 2016, pg. 3		Approve	8:40 a.m.
4	Public Comment: Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person)		Public Input	8:41 a.m.
5	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	8:45 a.m.
6	Consent Agenda:			8:50 a.m.
	A. First <u>Amendment</u> to Parking Agreement, page 9	2.3.7	Approve	
7	Information/Updates:			
	A. <u>CEO</u> Report – Dan Blankenship, CEO, page 10	2.8.6	FYI	8:51 a.m.
8	Issues to be Considered at Next Meeting:			
	To Be Determined at June 9, 2016 Meeting	4.3	Meeting Planning	8:55 a.m.
9	Next Meeting: 8:30 a.m. – 12:00 p.m., July 14, 2016 at Carbondale Town Hall	4.3	Meeting Planning	8:57 a.m.
10	Adjournment: Directly followed by RFTA Board Strategic Retreat		Adjourn	9:00 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
May 12, 2016**

Board Members Present:

Stacey Patch Bernot, Chair (Town of Carbondale); Jacque Whitsitt (Town of Basalt); Michael Owsley (Pitkin County); Mike Gamba (City of Glenwood Springs); Jeanne McQueeney (Eagle County); Markey Butler (Town of Snowmass Village).

Voting Alternates Present:

Ann Mullins (City of Aspen).

Non-Voting Alternates Present:

Kathryn Trauger (City of Glenwood Springs); George Newman (Pitkin County); Bernie Grauer (Town of Basalt).

Staff Present:

Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Edna Adeh, Board Secretary; Kelley Collier, Chief Operating Officer (COO); Mike Hermes, Angela Henderson, Amy Burdick, Facilities & Trails Department; David Johnson, Planning Department; Mike Yang, Finance Department; Ed Cortez, Bus Operator and ATU Local 1774 President.

Visitors Present:

Collin Szewczyk, Reporter (Aspen Daily News); John Stroud, Reporter (Post Independent); Leslie Bethel, DDA Glenwood Springs; Emzy Veazy III, (Citizen); Terri Partch, Jon Hoisted (City of Glenwood Springs); Eva Wilson (Eagle County); Walt Downing (RFTA Attorney); Ralph Trapani, Parsons; Martha Moran and Clark Wooley, US Forest Service; John Beckius , Mark O'Meara, Robbi O'Meara, Cole Subdivision.

Agenda

1. Roll Call:

Mike Gamba, Vice-Chair, declared a quorum to be present (7 member jurisdictions present) and the meeting began at 8:36 a.m.

2. Executive Session

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

A. Three Matters: 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;
- 2) Cole Subdivision; and,
- 3) Pursuant to C.R.S. 24-6-602 (4)(b)(1): Sos Litigation.

Jacque Whitsitt moved to adjourn into Executive Session, Markey Butler seconded the motion, and it was unanimously approved. The Board adjourned into Executive Session at 8:38 a.m.

RFTA staff present at the Executive Session included: Dan Blankenship, Edna Adeh, Paul Taddune, Mike Hermes, Angela Henderson; and Walt Downing; City of Glenwood Springs staff present were Terri Partch; and Jon Hoisted for the first section of the Executive Session; for the next 2 items of Executive Session only RFTA staff were present.

Stacey Bernot joined the meeting at 8:39 a.m. increasing the member jurisdictions present to 8.

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

No action was taken during the Executive Session. The Executive Session adjourned at 9:48 a.m.

3. Approval of Minutes:

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

4. Public Comment:

Ed Cortez, RFTA bus operator and President of ATU Local 1774 addressed the Board and commented on the traffic impacts of the Grand Avenue Bridge Project in Glenwood Springs. As a RFTA bus operator, he had noticed frustration and aggressiveness among the drivers of private vehicles, particularly to the relatively slow movement and frequent stopping of buses. He expressed concern for safety of bus drivers and passengers, and suggested increased police presence in Glenwood Springs.

Emzy Veazy, III reported that he sent an outline regarding Transit TV to Dan Blankenship and requested time for a future Board presentation. He also suggested that RFTA's charter be modified to mandate that all Board members ride RFTA buses to the meetings, to better understand passenger perspectives.

5. Items Added to Agenda – Board Member Comments:

Bernot stated that her last day on Carbondale Town Council is Monday, May16th.

The Board thanked Stacey Bernot for her service to RFTA. Blankenship presented Bernot with a plaque for her service on RFTA Board from May 2012 to May 2016 and for serving as Board Chair from January 2015 to the present.

Bernot thanked everyone and noted the commitment of the other Board members to RFTA.

6. Consent Agenda:

- A. Myers' 12-inch Pipeline Agreement** – Mike Hermes, Director of Facilities, Property, and Trails
- B. Sarah Meserve Settlement** – Paul Taddune, General Counsel
Nick Senn, Senior Project Manager
- C. CEO Salary Increase**– Dan Blankenship, CEO

Mike Gamba made a motion to approve the Consent Agenda in its entirety and Markey Butler seconded the motion. The motion was unanimously approved.

7. Presentation/Action Items:

A. Intergovernmental Agreement between the City of Glenwood Springs and The Roaring Fork Transportation Authority to Acquire Easements and Develop Transportation Infrastructure – Dan Blankenship, CEO and Paul Taddune, General Counsel.

Blankenship referred to the bullet points on the *Summary of Major IGA Provisions* from the handout:

- Correction Deed from City to RFTA for exception parcel
- Transfer of parcels A,B,C, & D to City
- RFTA grant of 8th St. easement to City
- RFTA grant of pedestrian tunnel easement to City
- RFTA and City cooperate to extinguish UPRR easement on east leg of Wye Area and mutually agree on cost-sharing
- City constructs bridge abutments and RFTA reserves \$500K for railroad bridge, if needed
- RFTA to support City's 8th Street crossing with the Colorado PUC contingent upon:
 - Preserving corridor's rail-banked status
 - Cost of bridge, if needed, acceptable to the parties
- Seek approval by Great Outdoors Colorado
- Cooperate to site a multi-modal transit center in Wye

Bernot expressed enthusiasm for the IGA, saying it creates tremendous opportunities for both RFTA and the City.

Robbi O'Meara asked about whether part of the Wye area was federal grant land. Blankenship responded that the area was owned in fee simple and was not federal land.

Karl Hanlon, City of Glenwood Springs' Attorney, thanked Bernot for her service and the RFTA staff for its diligence in finalizing the IGA in the best interest of both entities.

Michael Owsley made a motion to approve the Intergovernmental Agreement between the City of Glenwood Springs and The Roaring Fork Transportation Authority to Acquire Easements and Develop Transportation Infrastructure and Jacque Whitsitt seconded the motion. The motion was unanimously approved.

The Board took a break from 10:21 to 10:31 a.m.

B. Update Regarding Integrated Transportation System Plan - David Johnson, Director of Planning

Johnson referred to his presentation in the Board meeting portfolio and to his printed copies. Johnson reviewed the purpose and background of the Plan. The first stage of the ITSP is focused on gathering background information and on meetings with local governments, major employers and other stakeholders, in order to understand transportation visions and priorities. RFTA and the consultant team have met with almost all local government staff, and are now meeting with elected officials. Themes that have emerged from these meetings include:

- Multi-modal Mobility and Community Connectivity (with an emphasis on bicycle, pedestrian and transit use) are prevalent priorities

- Most commuting occurs between Parachute and Glenwood Springs, and between Carbondale and Aspen (consistent with the findings of the **2014 Regional Travel Patterns Study**)
- School-related traffic is a major issue in many communities
- New or improved local bus systems are desired in Parachute, New Castle, Glenwood Springs, Carbondale, EL Jebel, Basalt, Snowmass
- Park and Ride Improvements are also desired (quality a priority in I-70 corridor; quantity in SH82)
- Transit Service levels - More overall service suggested in I-70 corridor; more consistency between peak and off-peak seasons in SH82 corridor

Ralph Trapani reviewed the scope of the Organizational Capacity & Efficiency Review, which is underway; and Johnson summarized the topics of the ITSP that staff intends to discuss at the RFTA Board Retreat on June 9th. Butler asked Trapani for more detail on the OC/E Review. Bernot noted that it will be critical to elaborate at the June Retreat.

Johnson reviewed the Stage 1 remaining schedule in June through August. In June, RFTA and consultants will meet with elected officials to discuss transportation visions and priorities. In July, RFTA will host two public workshops to review goal statements. In August, RFTA will finalize the transportation vision and goals, which will lay the foundation for all remaining aspects of the ITSP. Blankenship stated that the cost for Phase 1 is \$260,000 which is \$60,000 over the existing budget for this project. The request for remaining funds is in **Resolution 2016-06: Supplemental Budget Appropriation**, for the Board's approval.

Whitsitt asked what RFTA will do with this information after the completion of Phase 1. Blankenship responded that the Board will need to review the information and make decisions on a number of issues. One issue in particular is whether RFTA should focus on living within its means and what that will look like from a regional transportation perspective; or whether RFTA should grow and evolve to meet regional transportation needs and demands, and to what extent, what pace, what improvements, and what funding scenarios.

Owsley asserted that the ITSP should establish a vision for overall transportation needs and priorities for the region. Blankenship responded that the vision established will be a collective one, and it will be based on the Board's input and approval.

Newman stated that he perceived this ITSP process as a springboard to EOTC plans, and for helping to determine the transportation future of the I-70 communities.

Gamba asked if it would be possible to include additional partners, such as CDOT. Trapani responded that CDOT partnership is critical, and that CDOT will be engaged.

Whitsitt asked at what stage we are going to start looking at land use planning issues and potentially developing a regional planning organization. Trapani responded that these issues will be addressed more comprehensively in later stages of the ITSP.

8. **Public Hearing:**

A. **Resolution 2016-06: 2016 Supplemental Budget Resolution** – Dan Blankenship, CEO

Bernot commented that the staff provided thorough background for the Supplemental Resolution, in the previous discussion. With no further questions from the Board members, **Bernot opened the Public Hearing at 10:59 a.m. and closed at the same time** with no further comments from the public.

Jacque Whitsitt made a motion to approve the 2016 Supplemental Budget Resolution and Ann Mullins seconded the motion. The motion was unanimously approved.

B. Potential Maroon Bells Fare Increase – Dan Blankenship, CEO and Mike Yang, Director of Finance

Yang provided information outlining potential ridership and revenue impacts of proposed fare increases. Since the last Board meeting, RFTA and SkiCo officials discussed sharing revenues generated from increased parking fees. SkiCo officials responded that they already make an in-kind contribution to the Maroon Bells service, and the parking fees are intended to cover the operations and maintenance costs of the parking structure.

Mullins asked if the goal of the fare increase is to decrease ridership. Yang and Blankenship explained that the \$2 per passenger increase is intended to recover some of the loss in revenues anticipated from the \$5 parking fee increase. The assumption is that this \$5 parking fee will reduce fare revenue by \$50,000, based on a 4% reduction in ridership for each 10% increase in fares.

Board members generally concurred that the \$2 increase and the \$5 parking fee were fair, but they did not wish to increase fees any further; however, RFTA should not be in a position to subsidize this service.

The critical assumption, said Butler, is that people will visit the Maroon Bells less frequently. There is less demand elasticity than RFTA assumes, she stated, but the parking fee should still be capped at \$5. Newman concurred, stating that the fare elasticity is based on general transit service scenarios, and is not as relevant to at tourist-based service.

The application of the APTA elasticity formula could be speculative because this is a different situation, Yang responded that the parking fee increase and other factors could expose RFTA to risk. RFTA commits to a schedule, commit drivers and other resources. RFTA has financial risk every season. RFTA is attempting to address the potential impacts by applying this model.

Gamba said he appreciated the conservative estimates, but he questioned whether RFTA should subsidize the Maroon Bells service at all.

Blankenship responded, for background, that there were discussions about regional cost allocations during the formation of RFTA in 2000, but consensus was not achieved. There was an assumption that donor and recipient communities would exist, but we still needed extra incentives to make the RTA work. Pitkin County contributed the entire portion of its 1% county wide sales tax (collected in unincorporated areas) with the condition that RFTA would continue to provide services such as Maroon Bells, the Woody Creek Van, and the Senior Van. The marginal cost of these services is far less than what RFTA would need to return to Pitkin County if RFTA did not operate these services. Farebox recovery in terms of operating costs for the Maroon Bells service is very high, but not 100%.

Owsley commented that public agencies should speak to affected parties before imposing a fee. The tourists that are coming to the Maroon Bells are coming to the Roaring Fork Valley in general. He endorsed a \$2 increase, but stated the matter should be revisited each year.

McQueeney said that when the fare increase is spread across a family, the cost adds up and influences decisions. Bernot agreed, stating that she did not want the increase to be an issue for a normal family. She did not wish for people to visit only because they have the money. Trauger suggested a family rate cap.

Whitsitt said she hoped that there would be some thought about protecting these areas, and ensuring that we do not “crush the Bells” and watch them degrade. Butler suggested considering a \$1 fare increase, and absorbing the additional \$22,000 estimated deficit. Yang responded that the last price increase was 8 years ago, and the price hikes did not appear to reduce demand.

Bernot opened the Public Hearing at 11:26 a.m. and asked if any member of public has any comment. Ed Cortez commented that he does not support fare increases generally, because mass transit primarily takes workers to jobs. But this is a recreational service. As a taxpayer, he said, nothing makes him angrier than getting a price hike for public use, and then getting hit again next year. He advised the Board to make sure the increase is adequate, and refrain from increasing the fare again in the near future.

Bernot closed the Public Hearing at 11:34 a.m.

Mike Gamba made a motion to approve the \$2 increase on Maroon Bells Fare and Jacque Whitsitt seconded the motion. The motion was unanimously approved.

Markey Butler left at 11:34 a.m. Board still maintained its quorum.

- C. First Reading of Rio Grande Railroad Corridor Access Control Plan Update** – Angela Henderson, Assistant Director of Project Management and Facilities Operations, and Dan Blankenship, CEO

Bernot and Gamba suggested a continuance of this item to the July meeting for further discussion. Bernot noted that the provision allowing public easements appears to show a willingness to treat public entities differently, but she wished to be certain that this is the outcome. Whitsitt agreed with the continuance, provided that the conversations among jurisdictions and RFTA progress. Blankenship advocated continuance, stating that he did not wish to rush to agreement and intended to make sure agreement was unanimous. The working group can continue discussions for the next two months, with the first reading in July.

Bernot opened the public hearing regarding the continuation of this item to July Board meeting at 11:41 a.m. and closed the public hearing at the same time since there were no comments from the public.

Jacque Whitsitt made a motion to approve the continuance of the First Reading of Rio Grande Corridor Access Control Plan to July Board Meeting and Ann Mullins seconded the motion. The motion was unanimously approved.

9. Board Governance Process:

- A. 2015 RFTA Board of Directors Strategic Retreat Planning** – David Johnson, Director of Planning

Blankenship suggested starting at 8:30 a.m. with a brief, 30-minute Board meeting, followed by the Retreat from 9:00 a.m. to 1:30 p.m.

Newman suggested having a sub-committee to outline the issues for discussion. Bernot commented that a sub-committee is beneficial as long as its suggestions are followed. She stated that last year the facilitator did not follow the agenda of the retreat. Blankenship asked the Board members for volunteers to serve on the sub-committee, with the meeting to be scheduled as early as next week.

Newman and Whitsitt volunteered. Blankenship said that he would contact them to schedule.

- B. Resolution No. 2016-07: Election of RFTA Board Chair for the Balance of 2016 – Dan Blankenship, CEO**

Jacque Whitsitt made a motion nominating Jeanne McQueeney for Board Chair position until January 2017.

Bernot inquired if Gamba would be a candidate, since he has served longer and is more familiar with some of the key issues. Gamba responded he did not think he could invest the time, but would be willing if necessary. McQueeney stated that she lacked the expertise in RFTA, but she would be honored to take the position. Whitsitt responded that she had seen McQueeney chairing other meetings with competence. Bernot concurred, quipping that being the chair was like The Hunger Games, that it is just a matter of who is willing to get up there and put themselves at risk.

Frank Breslin seconded the motion of having Jeanne McQueeney as Board Chair. The motion passed unanimously.

Frank Breslin and Art Riddle left the meeting at 11:55 a.m.

9. Information/Updates:

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

Dan Blankenship noted that the City of Glenwood Springs' North-South Connector route would begin operating mid-May, at 20-minute intervals. Michael Yang would contact Skadron and Butler, who volunteered to be on the audit subcommittee. RFTA received solid, favorable bids for construction of the New Castle Park and Ride.

Jacque Whitsitt and Bernie Grauer left the meeting at 11:58 a.m. The Board lost its quorum with only 5 member jurisdictions left.

George Newman left at 11:59 a.m.

- 10. Issues to be Considered at Next Meeting:** To be determined at May12, 2016 Meeting.

There were none.

- 12. Next Meeting/Retreat:** 8:30 a.m. – 9:00 a.m., June 9, 2016 at Carbondale Library, 320 Sopris Avenue. An abbreviated Board meeting will be directly followed by RFTA Board of Directors' Strategic Retreat

- 13. Adjournment:**

Stacey Bernot adjourned the Board meeting at 12:00 p.m.

Respectfully Submitted:

Edna Adeh
Board Secretary

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

Meeting Date:	June 9, 2016
Agenda Item:	First Amendment to Parking Agreement
Policy #:	2.3.7: Financial Condition and Activities
Strategic Goal:	2015: Bid and Build the Carbondale VelociRFTA Park and Ride Expansion Project
Presented By:	Paul Taddune, General Counsel
Recommendation:	Approve First Amendment to Parking Agreement and authorize the CEO to sign it.
Core Issues:	<ol style="list-style-type: none"> 1. This First Amendment is a clarification of an existing parking agreement that RFTA inherited when RFTA purchased Lot 1 B as depicted on the Amended Final Plat, Lots 1 and 2 Kay Planned Unit Development, Carbondale in connection with the Carbondale BRT station. 2. The predecessor-owners of Lot 2 and Lot 1 B had entered into a Parking Agreement dated November 21, 2007. This First Agreement amends and clarifies RFTA's right as successor to provide additional parking in support of the BRT Station and landscaping as appears on Exhibit A to the First Amendment. 3. The First Amendment confirms RFTA's license to construct, use, maintain, repair and replace, in its sole discretion, twenty-three (23) parking spaces on Lot 2 for the purpose of serving RFTA's park-and-ride facility on Lot 1B, which shall be available for exclusive use by RFTA's customers. 4. The First Amendment further confirms RFTA's rights and obligations to install landscaping, irrigation and lighting improvements on Lot 2 The landscape, irrigation and lighting improvements include an automatic irrigation system sufficient to water all installed landscaping, and RFTA shall be responsible to obtain, provide, and pay for all necessary water rights, tap fees, and water service fees to serve such landscaping all as set forth. 5. This First Amendment is the product of several meetings with the owners of the adjacent property to reach a mutually advantageous accord and working relationship, with the end result of providing improvements in accordance with RFTA's CDOT grant. 6. The parking spaces referenced in this agreement have already been constructed. The First Amendment to Parking Agreement was not finalized before construction of the park and ride expansion was completed.
Background Info:	Please see Core Issues above.
Policy Implications:	RFTA Board Financial Condition and Activities Policy 2.3.7 states, “The CEO shall not acquire, encumber or dispose of real property.”
Fiscal Implications:	None.
Attachments:	Yes, please see attached Parking Agreement – Execution Copy – 4-19-16, attached to the e-mail transmitting the RFTA Board Agenda packet.

**“INFORMATION/UPDATES” AGENDA SUMMARY ITEM # 7. A.
CEO REPORT**

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: June 9, 2016

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report				
Service	Apr-15 YTD	Apr-16 YTD	# Variance	% Variance
City of Aspen	452,744	567,576	114,832	25.36%
RF Valley Commuter	987,069	945,975	(41,094)	-4.16%
Grand Hogback	29,553	33,403	3,850	13.03%
Aspen Skiing Company	441,194	466,958	25,764	5.84%
Ride Glenwood Springs	65,720	64,657	(1,063)	-1.62%
X-games/Charter	23,165	29,440	6,275	27.09%
Senior Van	1,362	1,291	(71)	-5.21%
MAA Burlingame			-	
Maroon Bells			-	
Total	2,000,807	2,109,300	108,493	5.42%
Subset of Roaring Fork Valley Commuter Service with BRT in 2016				
Service	YTD Apr. 2015	YTD Apr. 2016	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	302,568	274,003	(28,565)	-9%
BRT	310,924	307,852	(3,072)	-1%
Total	613,492	581,855	(31,637)	-5%

Finance Department Update – Mike Yang, Director of Finance

2016 Budget Year				
General Fund				
	April YTD			
	Actual	Budget	% Var.	Adopted Budget
Revenues				
Sales tax (1)	\$ 4,306,996	\$ 4,416,063	-2.5%	\$ 20,678,000
Grants (2)	\$ 186,759	\$ 186,759	0.0%	\$ 3,549,447
Fares (3)	\$ 1,506,169	\$ 1,497,146	0.6%	\$ 4,594,000
Other govt contributions	\$ 1,522,158	\$ 1,522,158	0.0%	\$ 2,865,886
Other income	\$ 191,603	\$ 189,772	1.0%	\$ 449,140
Total Revenues	\$ 7,713,685	\$ 7,811,899	-1.3%	\$ 32,136,473
Expenditures				
Fuel	\$ 751,964	\$ 834,871	-9.9%	\$ 1,548,415
Transit	\$ 6,568,332	\$ 6,751,979	-2.7%	\$ 19,847,227
Trails & Corridor Mgmt	\$ 104,845	\$ 106,871	-1.9%	\$ 452,827
Capital	\$ 627,871	\$ 627,789	0.0%	\$ 10,005,284
Debt service	\$ 509,753	\$ 509,753	0.0%	\$ 2,318,980
Total Expenditures	\$ 8,562,764	\$ 8,831,263	-3.0%	\$ 34,172,733
Other Financing Sources/Uses				
Other financing sources	\$ -	\$ -	#DIV/0!	\$ 5,172,000
Other financing uses	\$ (758,379)	\$ (758,379)	0.0%	\$ (3,242,874)
Total Other Financing Sources/Uses	\$ (758,379)	\$ (758,379)	0.0%	\$ 1,929,126
Change in Fund Balance (4)	\$ (1,607,459)	\$ (1,777,744)	9.6%	\$ (107,134)

- (1) Sales tax revenue is budgeted and received two months in arrears (i.e. February sales tax is received in April).
 (2) Grant revenues will be recorded when available for reimbursement.
 (3) Through April, fare revenue is up approx. 2% 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 April 2015/2016 comparison of actual fare revenues and ridership on RFTA fare services:

Fare Revenue:	Apr-15	Apr-16	Increase/ (Decrease)	% Change
Regional Fares	\$ 1,482,088	\$ 1,500,590	\$ 18,502	1%
Advertising	\$ -	\$ 5,579	\$ 5,579	#DIV/0!
Total Fare Revenue	\$ 1,482,088	\$ 1,506,169	\$ 24,081	2%
Ridership on RFTA Fare Services:	Apr-15	Apr-16	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	302,568	274,003	(28,565)	-9%
BRT	310,924	307,852	(3,072)	-1%
SM-DV	40,946	41,398	452	1%
Grand Hogback	29,539	33,403	3,864	13%
Total Ridership on RFTA Fare Services	683,977	656,656	(27,321)	-4%
Avg. Fare/Ride	\$ 2.17	\$ 2.29	\$ 0.12	5%

- (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 April 2016 YTD				Hours April 2016 YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	1,446,393	1,466,073	(19,680)	-1.3%	66,135	65,746	389	0.6%
City of Aspen	205,491	200,790	4,701	2.3%	22,607	22,323	284	1.3%
Aspen Skiing Company	198,695	209,008	(10,313)	-4.9%	14,030	14,017	13	0.1%
Ride Glenwood Springs	40,011	41,443	(1,432)	-3.5%	3,234	3,235	(1)	0.0%
Grand Hogback	72,883	77,255	(4,372)	-5.7%	2,908	2,853	55	1.9%
Specials/Charter	4,488	3,745	743	19.8%	428	546	(118)	-21.6%
Senior Van	6,040	6,587	(547)	-8.3%	693	605	88	14.5%
Total	1,974,001	2,004,901	(30,900)	-1.5%	110,035	109,325	710	0.6%

2015 Financial Statement Audit – Schedule

2015 Financial Statement Audit Schedule		
Date	Activity	Status
5/2/2016 – 5/6/2016	Start of Audit – auditors conducting onsite fieldwork	COMPLETED
6/30/2016	A meeting will be held at the RFTA office (1340 Main Street in Carbondale) between the RFTA Board Audit Subcommittee, the auditor and staff to discuss the audit in detail.	<i>On schedule</i>
7/8/2016	Final Audit Report to be distributed to RFTA Board with July Board Packet	<i>On schedule</i>
7/14/2016	Presentation of Final Audit Report at RFTA Board Meeting by Auditor	<i>On schedule</i>

Current Audit Subcommittee Members:

1. **Steve Skadron**, RFTA board member and Mayor of the City of Aspen,
2. **Markey Butler**, RFTA board member and Mayor of the Town of Snowmass Village,
3. **John Lewis**, independent financial expert and Eagle County Director of Finance, and

Other anticipated meeting participants include:

1. **Paul Backes**, CPA and Partner at McMahan & Associates, LLC (external auditor)
2. **Dan Blankenship**, RFTA CEO
3. **Kelley Collier**, RFTA COO
4. **Michael Yang**, RFTA Director of Finance
5. **Paul Hamilton**, RFTA Assistant Director of Finance

Audit Subcommittee Meeting Expectations: The final draft version of the audit report will be made available to the subcommittee prior to the meeting. The external auditor will present the audit report to the subcommittee and answer questions related to the report and audit process. RFTA staff will also be available answer questions. In addition, the meeting will allow time for the subcommittee to discuss the audit report without RFTA staff present. Similar to past years, the subcommittee is requested to prepare a summary report (1-2 pages) of the meeting to be presented to the RFTA board at the July board meeting as part of the audit presentation.

2015 Internal Revenue Service Examination – No Changes

In March, the Authority received an Information Document Request Form 4564 from the Internal Revenue Service (IRS) to examine the 2014 filing of Form 8849, Claim for Refund of Excise Taxes. This filing allows the Authority to seek a claim for refund of \$0.50 for each gasoline gallon equivalents of compressed natural gas used by the Authority for its transit services. The claim was paid in full for a refund of \$152,043.97. As a result of their on-site visit and examination, the Authority received written correspondence dated May 19, 2016 from the IRS agent confirming they have completed their examination and are not recommending any changes to the Authority's tax filing.

Independent Registered Municipal Advisor - PFM

The Authority has retained an independent registered municipal advisor, Public Financial Management, Inc. (PFM), who provides advice to the Authority as a local government on municipal financial products or the issuance of municipal securities. Municipal advisors have a fiduciary duty to the local government. The Authority anticipates PFM to assist with the financing of the 6 over-the-road coach buses to be delivered in the fall, the next bond issuance, and planning for its future financial sustainability.

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

Facilities and Bus Stop Maintenance June 9, 2016

Capital Projects Update

AMF phase 3- indoor bus storage:

- The project is moving along at a good pace and is generally on schedule.
- The foundation work has been completed around the first half of the new building.
- Work has begun on forming and pouring the walls on the west side of the facility.

AMF phase 4- inspection canopy, drive lanes and building cladding:

- The removal of the drive lanes and the administration parking lot has been completed and work has begun on placing and compacting the subgrade.
- The paving of the administrative parking area and the drive lanes is currently scheduled for June 27th.
- The footers for the canopy have been excavated and the contractor has begun setting forms for the footer pads.

West Glenwood Springs Park and Ride/ GMF phase 1A expansion project:

- The West Glenwood Springs Park and Ride went out to bid on May 9th and bids are due to RFTA on Friday June 3rd.

GMF expansion project:

- Staff is continuing to work with the Shrewsbury/Iron Horse team to affirm the design parameters and needs of RFTA for the development of a design build package for the expansion of the GMF facility.

New Castle Park and Ride:

- The utility relocation work has been completed.
- The contractor has removed all the excess fill, old foundations and unsuitable soils from the site and is currently roughing in the storm water drainage, utilities and trail structures.

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 23 beds unit, is currently at **100%** 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 **100%**.
- RFTA began renting 10 seasonal, 2 bedroom units at the Burlingame apartment complex from September 1st through May 31st. RFTA has released the seasonal units back to Burlingame as of May 31st.
- RFTA is also in the process of securing an additional two bedroom seasonal housing unit in Snowmass Village from SkiCo. RFTA will sign a master lease agreement with SkiCo and then sign a RFTA lease with two new RFTA mechanics for use of the unit through October 31st. SkiCo as indicated a willingness to allow RFTA to secure some additional summer seasonal units on an ongoing basis.

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. This item will be on the agenda for a first reading July 14, 2016.***
- Once the draft versions of ACP and DG 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, to secure GOCO's approval of the ACP, DG and updated list of crossings. ***A final version of the ACP and DG with all associated documentation is available on the RFTA website at <http://www.rfta.com/trail-documentation/>.***
- 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 it to have railroad and legal experts 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, the forms and review process has been 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);

- **Recreational Trails Plan update** – Staff will begin working on the update for the Recreational Trails Plan in August of 2016. Staff will be using the Pitkin County Rio Grande Trail management plan as the starting point for the update and will be inviting the public to participate in this process. As a part of this process staff will be working with the Pitkin County Open Space and Trails team to establish a permanent location for their 20' trail easement. We will begin providing updates on this process at the September 8th RFTA Board meeting.
- **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
- **South Bridge** – Members of CDOT, City of Glenwood Springs City Council and Staff, Garfield County commissioners and staff, RFTA and the South Bridge design team reconvened on March 29th to get everyone up to speed on the project and to set a strategy for moving this project forward. It was determined that the updated and most current version of the preferred alternative 10B still appeared to be the most viable option. However, it was recommended that the design team look to a location further south to avoid the costs of having to tunnel under the existing Glenwood Springs airport. The engineering team is in the process of revisiting some of the costs of the current project alignment and the viability of relocating the South Bridge further into the Jackson Ranch conservation easement in an effort to reduce some of the overall construction costs of this project. The South Bridge team is tentatively scheduled to reconvene on June 21st. (Ongoing).
- **8th Street Crossing Project by CDOT and the City of Glenwood Springs**—Staff is still working through the logistics of the 8th Street temporary process with CDOT and will be finalizing the agreements in June. RFTA and the City are also working through the design concepts for a permanent grade separated crossing of 8th Street. Both of these projects, the temporary and the permanent 8th Street crossings are moving fairly smoothly through the process (Ongoing);

Rio Grande Trail Update

THE RIO GRANDE TRAIL HALL OF FAME VOTE BEGINS MONDAY, JUNE 6TH AND CLOSSES WEDNESDAY, JUNE 15TH. THERE WILL BE A LINK TO THE RAILS-TO-TRAILS WEBSITE POSTED ON THE RFTA WEBSITE AND PITKIN COUNTY WEBSITE BEGINNING MONDAY MORNING. PLEASE REMEMBER TO VOTE FOR THE RIO GRANDE TRAIL!

- Staff has been actively participating with the Carbondale Creative District, specifically the Wayfinding and Connectivity task force.
- A couple of wayfinding signs have been installed at 8th and 4th Streets in Carbondale, directing people to the creative districts and downtown.
- Staff is actively working to beautify the corridor through Carbondale.
- ACRE Narrative Design has created the draft master plan for the Rio Grande ArtWay! It is on RFTA's website to get public feedback. <http://www.rfta.com/trail-documentation/>.
 - Please review the draft Master Plan and contact Brett with comments.
 - We held a public meeting on April 14th at the Carbondale Town Hall, partnering with CCAH, to inform neighbors and community members.

- Staff secured a Colorado Parks and Wildlife grant to fund a soft-surface trail through Carbondale!
- Money is needed for picnic areas, art installations, native landscapes, a Latino Folk Art Garden, and to create a play area for youth.
- Staff has been clearing sight lines along the trail by removing tree limbs and brush.
- Staff worked with the Procurement Department to sell the tractor and implements.
 - Staff would like to procure a Bobcat Toolcat to replace the tractor.
 - 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 a project with RFOV to improve the river access at the Satank Bridge. We have a volunteer day scheduled for August 13th! Staff is also hoping to accomplish some smaller projects with their help as well.
- Staff has been working with the Procurement Dept. on a scope of work and creating an RFI for a noxious weed control program using grazing goats.
 - Staff hosted one goat herding company on a corridor tour.
- The Trails Department offered the Trails Technician job to Jud Lang from Fort Collins. Jud has joined our staff as of May 31st.