

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

**TIME:** 8:30 a.m. – 11:30 a.m., Thursday, March 9, 2017

**Usual Location:** Town Hall (Room 1), 511 Colorado, Carbondale, CO

***(This Agenda may change before the meeting.)***

|    | <b>Agenda Item</b>  | <b>Policy</b>  | <b>Purpose</b>               | <b>Est. Time</b>  |
|----|---|----------------|------------------------------|-------------------|
| 1  | <b>Call to Order / Roll Call:</b>   |                | <b>Quorum</b>                | <b>8:30 a.m.</b>  |
| 2  | <b>Approval of <a href="#">Minutes</a>:</b> RFTA Board Meeting, February 9, 2017, <b>page 3</b>   |                | <b>Approve</b>               | <b>8:35 a.m.</b>  |
| 3  | <b>Public Comment:</b> 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)                                      |                | <b>Public Input</b>          | <b>8:40 a.m.</b>  |
| 4  | <b>Items Added to Agenda – Board Member Comments:</b>   | <b>4.3.3.C</b> | <b>Comments</b>              | <b>8:45 a.m.</b>  |
| 5  | <b>Public Hearing:</b>  |                |                              | <b>8:55 a.m.</b>  |
|    | A. Resolution 2017-4: 2016 <a href="#">Supplemental</a> Budget Appropriation Resolution – Michael Yang, CFAO, <b>page 10</b>  | <b>4.2.5</b>   | <b>Approve</b>               |                   |
|    | B. Resolution 2017-5: 2017 <a href="#">Supplemental</a> Budget Appropriation Resolution – Michael Yang, CFAO, <b>page 19</b>  | <b>4.2.5</b>   | <b>Approve</b>               |                   |
| 6  | <b>Presentation/Action Items:</b>   |                |                              |                   |
|    | A. <a href="#">Rio Grande Railroad Corridor</a> Access Control Plan Update – Angela Henderson, Assistant Director of Project Management and Facilities Operations, and Dan Blankenship, CEO, <b>page 26</b> | <b>1.1</b>     | <b>Discussion/ Direction</b> | <b>9:00 a.m.</b>  |
|    | B. <a href="#">RFTA Board Policy</a> on Grants to Non-Profit and Quasi-Governmental Organizations – Michael Yang, CFAO <b>page 31</b>   | <b>4.2.5</b>   | <b>Discussion/ Direction</b> | <b>10:00 a.m.</b> |
|    | C. Regional Transit Center <a href="#">Feasibility Study</a> Update – Mike Hermes, Director of Property, Facilities, and Trails, and Nick Senn, Senior Project Manager <b>page 33</b>                       | <b>4.2.5</b>   | <b>FYI</b>                   | <b>10:30 a.m.</b> |
| 7  | <b>Information/Updates:</b>   |                |                              |                   |
|    | A. <a href="#">CEO</a> Report – Dan Blankenship, CEO, <b>page 36</b>  | <b>2.8.6</b>   | <b>FYI</b>                   | <b>11:10 a.m.</b> |
| 8  | <b>Issues to be Considered at Next Meeting:</b>   |                |                              |                   |
|    | To Be Determined at March 9, 2017 Meeting   | <b>4.3</b>     | <b>Meeting Planning</b>      | <b>11:20 a.m.</b> |
| 9  | <b>Next Meeting:</b> 8:30 a.m. – 12:00 p.m., April 13, 2017 at Carbondale Town Hall   | <b>4.3</b>     | <b>Meeting Planning</b>      | <b>11:25 a.m.</b> |
| 10 | <b>Adjournment:</b>   |                | <b>Adjourn</b>               | <b>11:30 a.m.</b> |

**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 9, 2017**

**Board Members Present:**

George Newman – Chairman (Pitkin County); Mike Gamba – Vice Chair (City of Glenwood Springs); Steve Skadron (City of Aspen); Markey Butler (Town of Snowmass Village); Ben Bohmfalk (Town of Carbondale); Art Riddile (Town of New Castle); Jeanne McQueeney (Eagle County)

**Voting Alternates Present:**

Bernie Grauer (Town of Basalt)

**Non-Voting Alternates Present:**

Dan Richardson (Town of Carbondale); Kathryn Trauger (City of Glenwood Springs)

**Staff Present:**

Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Michael Yang, Chief Financial and Administrative Officer (CFAO); Nicole Schoon, Secretary to the Board of Directors; Mike Hermes, Angela Henderson, Brett Meredith, Maura Masters, Amy Burdick, Facilities & Trails Department; David Johnson and Jason White, Planning Department; Kent Blackmer, John Hocker Co-Directors of Operations, and Ed Cortez, Bus Operator and President ATU Local 1774

**Visitors Present:**

Will Grandbois (The Sopris Sun); Ben Rasmussen (U.S. DOT, Volpe Center); Aaron Mayville, Kay Hopkins, Rich Doak and Paula Peterson (USFS); Karl Hanlon (City Attorney, City of Glenwood Springs); Debra Figueroa, City Manager and Tanya Allen, Transportation Manager (City of Glenwood Springs); Scott Condon (Aspen Times); John Krueger (City of Aspen); Ralph Trapani (Parsons Transportation Group); John Stroud (Post Independent); Emzy Veazy III, Amy Fulstone, Dave Sturges, and John Rushenberg (Citizens)

**Agenda**

**1. Roll Call:**

**George Newman, Chairman, called the RFTA Board of Directors to order at 8:33 a.m.**

**Newman declared a quorum to be present (eight member jurisdictions were present) and the meeting began at 8:34 a.m.**

**2. Approval of Minutes:**

Newman complimented and expressed his gratitude to Nicole Schoon, Board Secretary, for the detailed January Board minutes. He stated that the detail in the minutes would make it easy and understandable for individuals who are not at the Board meeting to understand what occurred during the session. Other Board members also expressed their appreciation for the minutes.

**Bernie Grauer moved to approve the minutes of the January 12, 2017 Board Meeting, with the addition of a supplement, and Ben Bohmfalk seconded the motion. The motion was approved unanimously.**

**3. Public Comment:**

**George Newman asked if any member of the public would like to address the Board or make a comment.**

Emzy Veazy, III, provided a handout to members of the Board regarding allowing alcohol on RFTA buses titled, "Several Questions for Roaring Fork Transportation Authority (RFTA) Board and Administrators to Answer about Alcohol Drinking Policy and Practices on RFTA Public Transit." Veazy also commented about Senior Citizens being required to show an ID or have a RFTA boarding pass allowing them to ride free (*a copy of document is available upon request*).

Amy Fulstone presented a detailed history of her land ownership near the Rio Grande Trail. Fulstone has been opposed to RFTA's efforts to build stairs on property leading to the river, as an access point for users. Last year, she persuaded RFTA's contractor not to use goats for weed-eradication work on the part of the trail that passes near her property. There are fourteen (14) different easements running through her property, the biggest being RFTA's. She stated that RFTA has overstepped its boundaries on what she considers property that she is permitted to use through an encroachment license issued by RFTA (*a copy of a document she submitted to the Board is available upon request*).

**Newman closed Public Comments at 8:51 a.m.**

**4. Items Added to Agenda – Board Member Comments:**

**Newman asked whether any items needed to be added to the meeting agenda. There were no items added to the meeting agenda.**

Newman congratulated RFTA on reaching five (5) million riders.

Dan Blankenship congratulated the marketing team, Jamie Tatsuno and Jennifer Balmes, on winning an APTA Adwheel award and getting one of RFTA's pictures in the coveted APTA 2017 calendar.

**Newman next asked if any Board member had comments or questions regarding issues not on the meeting agenda. No Board member had any comments or questions.**

**5. Consent Agenda:**

**A. Intergovernmental Agreement for Garfield County Senior Programs, Traveler Services 2017 – Dan Blankenship, CEO**

**B. Eight Party Memorandum of Understanding Regarding Garfield County Senior Programs for 2017 – Dan Blankenship, CEO**

**Michael Gamba moved to approve the consent agenda in its entirety and Bernie Grauer seconded the motion. The motion was approved unanimously.**

**6. Presentation/Action Items:**

**A. Hanging Lake Management and Transit Options – Aaron Mayville, United States Forest Service (USFS) and Benjamin Rasmussen, VOLPE**

Blankenship introduced Aaron Mayville, USFS, Eagle-Holly Cross District Ranger and Ben Rasmussen, Volpe Center who have been in discussions with RFTA staff regarding Management and Transportation options to Hanging Lake. Mayville thanked the Board for allowing them to

discuss options for transportation to and from Hanging Lake, and presented the Hanging Lake Management Plan presentation to RFTA Board.

In response to management, resource, and safety issues at Hanging Lake rest area and recreation site in Glenwood Canyon, the U.S. Forest Service (USFS) requested the U.S. Department of Transportation's John A. Volpe National Transportation Systems Center (Volpe Center) to help facilitate and develop an interagency transportation study and assist in creating a long-term solution for the site. The entire site, which includes a 112-space parking lot, rest area facilities (restrooms, picnic tables, etc.), a 1.2-mile trail, Hanging Lake, and Spouting Rock, is receiving more and more visitors over time, an additional 60,000 visitors over the past three (3) years, causing environmental issues, public safety concerns, and visitors' experiences to increasingly suffer. In response to these issues, the USFS increased security efforts and parking and visitor regulations. In 2013, meetings were held with stakeholders and the public to discuss long-term solutions for Hanging Lake

As part of the Hanging Lake Transportation Study, the USFS asked the Volpe Center to conduct a trail and site carrying capacity analysis. Additionally, the National Park Service (NPS) performed an ecological assessment to assist the project team in better understanding the impacts of high and largely unregulated trail use. The Capacity Study will assist the USFS in determining an optimal capacity for the site to address issues related to congestion, safety, over-crowding, and the environmental degradation of the rest area, trail, and lake.

Rasmussen stated that when the Colorado Department of Transportation (CDOT) constructed the Hanging Lake rest area facilities, the parking lot was sized to be the limiting factor for visitation to Hanging Lake. For the purpose of this study, the constructed parking lot capacity is being used as the baseline for calculating the capacity of the site. In order to establish a capacity based on this baseline, the study assumes that the area would be managed at least ten hours a day (7 a.m. to 5 p.m.), seven days a week, and from May to November.

Concurrent to the Capacity Study, the Volpe Center developed a Transit Service Feasibility Analysis. This analysis will identify and evaluate public and commercially provided shuttle system options to the Hanging Lake parking lot. The analysis will incorporate the data and use the baseline assumptions in the Capacity Study.

Gamba asked about the number of hikers and vehicles currently allowed and allowed in the future.

Mayville responded that the Original Capacity scenario assumes that the original configuration of the parking lot sets the limit of the capacity of the site. This allows 111 hikers per hour and results in a maximum of 112 vehicles in the parking lot. Limiting the number of hikers per hour would result in a maximum of 1,110 people per day based on an average three-hour length of stay.

Another scenario is to reduce the Original Capacity scenario by 30 percent to address trail crowding and associated natural resource impacts. This percentage limits the number of hikers to a more sustainable level and allows the USFS to improve the management of the site. Studies for other congested USFS sites in Colorado, like Maroon Bells, suggest similar percentage decreases to improve visitors' experiences and conditions, environmental and otherwise, along the trail and at the destination. This would limit the maximum of trail hikers at one time to be 195 and lake hikers to be 39. This restriction results in 2.71 hikers in both directions per 100 feet of trail. That is one less person every 100 feet than in the Original Capacity scenario, which can aid the effect of trail widening. The Slight Restrictions scenario caps the number of hikers at 78 people per hour, with 780 hikers per operating day, resulting in a maximum of 234 hikers on the trail and at the lake at one time.

The ecological assessment performed by National Park Service staff found degradation of conditions on the trail and at the lake as well as above the falls around Spouting Rock. To help

stem this degradation, the assessment team suggested that the USFS could reduce the number of hikers on the trail to minimize the two-lane effect taking place as hikers pass one another, both in terms of downhill hikers passing uphill hikers and faster hikers passing slower hikers. This would also enable site personnel to better monitor people's behavior and enforce the rules. While a more significant reduction will not undo all of the ecological damage already done to the trail, it would help ensure that conditions do not degrade further and may help give the vegetation and wildlife a chance to regenerate as well. Moreover, the lake and the area above the falls are suffering from visitors breaking rules and a lack of commensurate enforcement by the USFS due to staffing limitations. The assessment team recommended a greater staff presence at the lake and above the falls to enforce rules, such as not swimming in the lake, and reducing the number of hikers up at the lake and at Spouting Rock at one time.

To minimize two-way traffic and minimize the number of visitors at the lake and Spouting Rock, the project team reduced the number of total hikers from the Original Capacity scenario by 60 percent. Under this scenario, 45 hikers would be on the trail each hour, which results in a maximum of 100 hikers on the trail on average, 20 hikers at the lake (which includes Spouting Rock) on average, and 360 hikers per day. This number of hikers at the lake would also be a manageable number for staff to watch and monitor.

Art Riddile asked about potential route options and reservation options.

Mayville stated that there are currently several long-term options, including a shuttle system; contracting with a tour operator; contracting with a tour operator and RFTA; contracting with RFTA; and developing a reservation system. The permit system would involve selling a day-pass at the trailhead, which would capture vehicle-users and bicyclists from both directions. Over-sized vehicles would be prohibited from using the parking lot to increase capacity, flow of traffic, and navigation of emergency vehicles through the parking lot. The shuttle system would provide public transportation to/from potential transit hubs in Glenwood Springs to/from Hanging Lake. Shuttle tickets would provide access to Hanging Lake and other possible stops along the route. Potential routes and costs recommended are: 1) three (3) 35-40 passenger buses with a cost of \$10.38 per person; and 2) two (2) 57-passenger buses with a cost of \$6.97 per person.

Steve Skadron stated that this option is something that RFTA needs to research in order to help one of the most widely used natural attractions in the area, service similar to Maroon Bells.

**Newman asked the Board if it was in agreement with having RFTA staff continue researching the shuttle system option to Hanging Lake. Steve Skadron made a motion that RFTA should continue researching shuttle options. Markey Butler seconded the motion and it was approved unanimously.**

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

Blankenship stated that staff is planning to bring the finalized "draft" ACP to the Board for review on March 9, 2017 and have the first reading at the April 13, 2017 Board meeting. This schedule will allow time to finalize all necessary documents associated with the ACP, post the information on the RFTA website, and provide the required 30-day notice, prior to the first reading.

Newman reiterated that the draft ACP would be brought to the Board for review on March 9 and the first reading would take place at the April 13 Board meeting. Newman stated that it was extremely important for Board members to be present during those Board meetings to partake in an in-depth review of the ACP.

Bernie Grauer asked what would happen if no agreement is reached on the ACP.

Angela Henderson responded that discussions with the City of Glenwood Springs will continue until an agreement is reached and she reminded the Board that the ACP is a living document that can be revised as needed, with proper approval. Henderson stated that the draft ACP has almost been finalized and she believed an agreement would be reached within the next few weeks.

Henderson presented the History and Background regarding major agreements governing the acquisition and management of the Rio Grande Railroad Corridor. Staff plans to continue adding documents to Henderson's summary with links to the documents. A comprehensive chronological account will help the public, future Board members, and staff to better understand the history surrounding the Rio Grande railroad corridor dating back to before it was purchased by the Roaring Fork Railroad Holding Authority. Henderson's presentation began in 1969 when Pitkin County acquired the railroad corridor segment from Woody Creek to Aspen. Her presentation concluded with 2007 when the Department of Natural Resources Division of Parks and Outdoor Recreation granted RFTA Land and Water Conservation Funds to construct 5.17 miles of trail from 23<sup>rd</sup> Street in Glenwood Springs to County Road 114 (*the complete presentation document available on the RFTA website; [www.rfta.com](http://www.rfta.com)*).

**C. Integrated Transportation System Plan (ITSP) Update** – Ralph Trapani, Parsons Transportation Group; David Johnson, Director of Planning; Dan Blankenship, CEO

Ralph Trapani reviewed tasks completed since the start of the ITSP project. Meetings scheduled with jurisdictions to review ridership demand findings and to discuss service and capital alternatives are as follows:

1. Aspen – February 28, 2017
2. Roaring Fork Planning Commission – March 2, 2017
3. Garfield County – March 7, 2017
4. Pitkin County – March 7, 2017
5. Snowmass Village – March 13, 2017
6. Carbondale – March 14, 2017
7. Glenwood Springs – March 16, 2017
8. New Castle – March 21, 2017

Trapani discussed the Transit Trip Forecasts (2016 – 2036), which included: 1) high-level summaries of the winter and summer transit trips for 2016 and 2036; 2) 2016 transit trips developed from RFTA boarding and alighting and O&D survey data; 3) 2036 transit trip forecasts that were developed by factoring changes in population and employment data; 4) the assumption that the transit share will remain consistent and no changes in transit service levels; and 5) an increase in plane trips at Aspen Airport.

During Stage 3, the ITSP will assist RFTA in developing multi-modal/transit service alternatives based on outreach efforts in Stage 1 and ridership forecasts developed in Stage 2. O&M and capital costs will be developed for each alternative, and evaluated and compared utilizing the ridership estimation tool and an evaluation matrix. Stage 3 will culminate with a service alternatives plan, a draft ITSP report, and public outreach.

Blankenship reported that David Johnson and Jason White garnered a \$100,000 CDOT Section 5304 grant to help fund a portion of the \$367,000 Stage 3 effort.

**Newman next asked if any Board member had any other comments or questions. No Board member had any comments or questions.**

**D. RFTA Policy Regarding Open Containers of Alcohol on Buses – Kent Blackmer and John Hocker, Co-Directors of Operations and Dan Blankenship, CEO**

Blankenship introduced John Hocker and Kent Blackmer, Co-Directors of Operations.

Blackmer proposed that the current policy remain in place with no revisions. The current policy prohibits anyone from boarding a RFTA bus with an open container of alcohol; however, the policy does not prohibit individuals from drinking alcoholic beverages while on the bus. Blackmer stated that there is no practical way to monitor individuals who bring drinks on the bus to ensure that they are non-alcoholic or otherwise. It is the bus drivers' responsibility to get the passengers from point A to point B safely. If the policy were to be changed, it could potentially cause the drivers to spend more time focusing on the passengers rather than the road ahead of them, which could cause severe safety issues.

Newman stated that he felt the policy should be consistent and not only prohibit people from boarding buses with open containers but, also, prohibit the consumption of food and drink on buses. The safety of passengers should be a higher priority than the comfort of passengers.

Kathryn Trauger asked how RFTA or a driver would enforce a policy that did not allow food or drink on the bus.

Blackmer responded that essentially there would be no way for the drivers to enforce such a policy, for safety reasons. The primary responsibility of the bus driver is to drive the bus safely. If a policy is adopted that does not allow food or beverages on the bus, then the operators' responsibility would require them to monitor and enforce the policy. The current policy is not perfect, however, it allows the bus operators the ability to focus on driving safely, and passengers to enjoy a more comfortable bus ride.

Grauer stated that the goal of this policy is for passengers to have a safe, yet pleasant bus ride to and from their destinations and suggested leaving the policy as it is.

Dan Richardson commented, from his perspective, the problem is not so much one created by passengers who consume alcohol on buses but, rather, one caused by passengers who board the bus when they are already intoxicated.

Ed Cortez spoke about an incident involving a female bus driver assaulted by an intoxicated passenger. While this is an unusual occurrence, drivers should be aware of their passengers and foresee any issues when a passenger boards a bus intoxicated, or while consuming alcohol on the bus.

Newman asked the Board whether the policy should be revised or remain in effect as currently written.

**Bernie Grauer made a motion to approve the current policy. Mike Gamba seconded the motion. The motion was approved unanimously.**

**7. Information/Updates:**

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

Dan Blankenship reminded the Board about the ATPA Legislative Conference in Washington, DC, March 12-14, 2017. Any Board member interested in attending should contact Kelley Collier, [kcollier@rfta.com](mailto:kcollier@rfta.com) or (970) 384-4885.

Hocker stated that the X-Games' transportation program went well this year, even with the extremely cold weather on Thursday and Friday and a change in the schedule on Friday night of the event. Both the concert and on-mountain event finished up at the same time and proved to be a challenge for RFTA, Rocky Mountain and Ramblin Express drivers, supervisors and X-Games security. It took approximately an hour and a half to move all spectators out of the area even though there were plenty of buses between the three (3) entities and all buses were full to capacity.

Hocker reviewed the numbers for X-Games. There were an additional 71, 884 passengers during the days of X-Games than the week prior to the games. This was approximately 8,000 more passengers than during last year's X-Games. Almost all Operations, Maintenance, Facilities, and Colorado Protective Service personnel worked one or more days during the 4-day event and they deserve a tremendous amount of credit for their outstanding accomplishment.

Markey Butler and Jeanne McQueeney stated that the drivers should receive some sort of bonus or incentive for their hard work during the X-Games.

Blankenship replied that employees will receive \$25 in bonus pay for each day that they worked during the four days of the X-Games. The bonus will be included in the employees' checks within the next few weeks.

Gamba questioned the Actual Sales Tax numbers presented in the budget and referred the Board to page 21.

Michael Yang stated that the Actual Sales Tax numbers presented do not include December data, which will not be available until later in February 2017.

Yang stated that McMahan & Associates, LLC will be conducting the 2016 financial statement audit. Staff will establish dates and locations of the meeting and will communicate the information, when available, with the subcommittee. He requested Board members participate in the Audit Subcommittee, previously subcommittee members included; Markey Butler and Ann Mullins.

Markey Butler stated that Ann Mullins and herself enjoyed being a part of the subcommittee and would gladly participate in this year's audit.

**8. Issues to be Considered at Next Meeting:**

**9. Next Meeting:** 8:30 a.m. – 12:00 p.m., March 9, 2017 at Carbondale Town Hall, 511 Colorado Avenue.

**10. Adjournment:**

**Mike Gamba made a motion to adjourn the Board meeting and Bernie Grauer seconded the motion. The motion was approved unanimously.**

**Newman adjourned the Board meeting at 11:22 a.m.**

Respectfully Submitted:  
Nicole Schoon  
Secretary to the RFTA Board of Directors

**RFTA BOARD OF DIRECTORS MEETING**  
**“PUBLIC HEARING” AGENDA SUMMARY ITEM #5. A.**

|                        |   |
|------------------------|---|
| <b>Meeting Date:</b>   | March 9, 2017   |
| <b>Agenda Item:</b>    | Resolution 2017-04: 2016 Supplemental Budget Appropriation  |
| <b>Presented By:</b>   | Michael Yang, CFAO  |
| <b>POLICY #:</b>       | <b>4.2.5: Board Job Products</b>  |
| <b>Strategic Goal:</b> | Obtain an unqualified opinion from the independent auditor for RFTA’s 2016 financial statement audit  |
| <b>Recommendation:</b> | <b>Adopt Supplemental Budget Appropriation Resolution 2017-04</b>   |
| <b>Core Issues:</b>    | <p>As part of our year-end review, staff has identified the following “housekeeping” budget adjustments needed, most notably those to carry-forward unexpended capital project budgets and related grants to the subsequent budget year as a result of timing issues:</p> <p><b><u>General Fund:</u></b></p> <ol style="list-style-type: none"> <li>1. Due to the timing, the following Project budgets will need to be <b>carry-forward</b> from 2016 and re-appropriated in 2017: <ol style="list-style-type: none"> <li>a. <b>Bus Replacement (1 MCI Commuter Coach Bus)</b> <ol style="list-style-type: none"> <li>i. \$500,000 decrease in Grant Revenue (5311)</li> <li>ii. \$680,000 decrease in Capital Outlay</li> </ol> </li> <li>b. <b>Bus Refurbishments (3)</b> <ol style="list-style-type: none"> <li>i. \$450,133 decrease in Capital Outlay</li> </ol> </li> <li>c. <b>Rio Grande Trail Soft Surface &amp; Shouldering Project</b> <ol style="list-style-type: none"> <li>i. \$183,653 decrease in Grant Revenue (FHWA RTP)</li> <li>ii. \$243,653 decrease in Capital Outlay</li> </ol> </li> <li>d. <b>West Glenwood Park &amp; Ride Project</b> <ol style="list-style-type: none"> <li>i. \$259,567 decrease in Capital Outlay</li> </ol> </li> <li>e. <b>Upper Valley Mobility Study</b> <ol style="list-style-type: none"> <li>i. \$254,882 decrease in Other Governmental Contributions</li> <li>ii. \$254,882 decrease in Capital Outlay</li> </ol> </li> <li>f. <b>Integrated Transportation System Plan</b> <ol style="list-style-type: none"> <li>i. \$98,260 decrease in Capital Outlay</li> </ol> </li> <li>g. <b>Basalt Pedestrian Underpass Project</b> <ol style="list-style-type: none"> <li>i. \$49,674 decrease in Other Governmental Contributions</li> <li>ii. \$84,961 decrease in Capital Outlay</li> </ol> </li> <li>h. <b>IT Equipment</b> <ol style="list-style-type: none"> <li>i. \$56,000 decrease in Capital Outlay</li> </ol> </li> <li>i. <b>Facilities Master Plan</b> <ol style="list-style-type: none"> <li>i. \$9,094 decrease in Capital Outlay</li> </ol> </li> </ol> </li> <li>2. <b>Adjust to actual:</b> <ol style="list-style-type: none"> <li>a. True-down <b>Rubey Park Renovation Project</b> based on actuals administered by RFTA <ol style="list-style-type: none"> <li>i. \$1,058,836 decrease in Other Governmental Contributions</li> <li>ii. \$1,058,836 decrease in Capital Outlay</li> </ol> </li> <li>b. True-up transfer to Series 2013B Debt Service Fund <ol style="list-style-type: none"> <li>i. \$742 increase in Other Financing Uses</li> </ol> </li> </ol> </li> <li>3. <b>Reclassify</b> \$157,823 of existing appropriated budget from Transit expenditures to Capital Outlay</li> </ol> |

|                             |  |              |             |         |         |             |   |                  |   |                  |   |              |                    |
|-----------------------------|--|--------------|-------------|---------|---------|-------------|---|------------------|---|------------------|---|--------------|--------------------|
|                             | <p><b><u>AMF Capital Project Fund</u></b></p> <p>4. Due to the timing, the following Project budgets will need to be <b>carry-forward</b> from 2016 and re-appropriated in 2017:</p> <p style="padding-left: 40px;"><b>a. AMF Recommissioning Project</b></p> <p style="padding-left: 80px;">i. \$55,823 decrease in Grant Revenue (5311)</p> <p style="padding-left: 80px;">ii. \$307,000 decrease in Capital Outlay</p> <p><b><u>VSS BRT Capital Project Fund</u></b></p> <p>5. <b>Adjust to actual</b></p> <p style="padding-left: 40px;">a. True-up interest income and capital outlay to close fund</p> <p style="padding-left: 80px;">i. \$711 increase to Other Income</p> <p style="padding-left: 80px;">ii. \$711 increase to Capital Outlay</p> <p><b><u>Series 2013A Capital Project Fund</u></b></p> <p>6. <b>Adjust to actual</b></p> <p style="padding-left: 40px;">a. True-up interest income and capital outlay to close fund</p> <p style="padding-left: 80px;">i. \$6,205 increase to Other Income</p> <p style="padding-left: 80px;">ii. \$6,205 increase to Capital Outlay</p> <p><b><u>Series 2013B Debt Service Fund</u></b></p> <p>7. <b>Adjust to actual</b></p> <p style="padding-left: 40px;">a. True-down other income and true-up transfer from GF</p> <p style="padding-left: 80px;">i. \$742 decrease to Other Income</p> <p style="padding-left: 80px;">ii. \$742 increase in Other Financing Sources</p> |              |             |         |         |             |   |                  |   |                  |   |              |                    |
| <b>Policy Implications:</b> | 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)."   |              |             |         |         |             |   |                  |   |                  |   |              |                    |
| <b>Fiscal Implications:</b> | <p>Net increase (decrease) to 2016 fund balance by fund:</p> <table border="1" data-bbox="706 1102 1284 1297" style="margin-left: auto; margin-right: auto;"> <tr> <td>General Fund</td> <td style="text-align: right;">\$1,147,599</td> </tr> <tr> <td>AMF CPF</td> <td style="text-align: right;">251,177</td> </tr> <tr> <td>VSS BRT CPF</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Series 2013A CPF</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Series 2013B DSF</td> <td style="text-align: right;">-</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$1,398,776</b></td> </tr> </table>  | General Fund | \$1,147,599 | AMF CPF | 251,177 | VSS BRT CPF | - | Series 2013A CPF | - | Series 2013B DSF | - | <b>Total</b> | <b>\$1,398,776</b> |
| General Fund                | \$1,147,599  |              |             |         |         |             |   |                  |   |                  |   |              |                    |
| AMF CPF                     | 251,177  |              |             |         |         |             |   |                  |   |                  |   |              |                    |
| VSS BRT CPF                 | -  |              |             |         |         |             |   |                  |   |                  |   |              |                    |
| Series 2013A CPF            | -  |              |             |         |         |             |   |                  |   |                  |   |              |                    |
| Series 2013B DSF            | -  |              |             |         |         |             |   |                  |   |                  |   |              |                    |
| <b>Total</b>                | <b>\$1,398,776</b>   |              |             |         |         |             |   |                  |   |                  |   |              |                    |
| <b>Attachments:</b>         | Yes, please see Resolution 2017-04 attached.   |              |             |         |         |             |   |                  |   |                  |   |              |                    |

Director \_\_\_\_\_ moved adoption of the following Resolution:

**BOARD OF DIRECTORS**

**ROARING FORK TRANSPORTATION AUTHORITY**

**RESOLUTION NO. 2017-04**

**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 9, 2017 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):**

| <b>Type</b>              | <b>Amount</b>         | <b>Explanation</b>                                  |
|--------------------------|-----------------------|---|
| Grants                   | \$ (500,000)          | 5311 Capital Grant - c/f to 2017                    |
| Grants                   | (183,653)             | FHWA RTP Grant - c/f to 2017                        |
| Other govt contributions | (254,882)             | EOTC (UVMS) c/f to 2017                             |
| Other govt contributions | (49,674)              | Town of Basalt (Pedestrian Underpass) - c/f to 2017 |
| Other govt contributions | (1,058,836)           | True-Down COA contrib. (Rubey Park)                 |
| <b>Total</b>             | <b>\$ (2,047,045)</b> |   |

| <b>Revenue &amp; OFS Summary</b> | <b>Previous</b>      | <b>Change</b>         | <b>Current</b>       |
|----------------------------------|----------------------|-----------------------|----------------------|
| Sales tax                        | \$ 21,036,000        | -                     | \$ 21,036,000        |
| Grants                           | 5,160,922            | \$ (683,653)          | 4,477,269            |
| Fares                            | 4,783,000            | -                     | 4,783,000            |
| Other govt contributions         | 3,459,064            | (1,363,392)           | 2,095,672            |
| Other income                     | 449,140              | -                     | 449,140              |
| Other financing sources          | 4,638,264            | -                     | 4,638,264            |
| <b>Total</b>                     | <b>\$ 39,526,390</b> | <b>\$ (2,047,045)</b> | <b>\$ 37,479,345</b> |

**Expenditures and Other Financing Uses (OFU):**

| <b>Type</b>          | <b>Amount</b>         | <b>Explanation</b>                        |
|----------------------|-----------------------|---|
| Capital              | \$ (680,000)          | 1 MCI Commuter Coach bus - c/f to 2017    |
| Capital              | (450,133)             | Bus refurbishment (3 buses) - c/f to 2017 |
| Capital              | (243,653)             | RGT Soft Surface Project - c/f to 2017    |
| Capital              | (259,567)             | West Glenwood PNR - c/f to 2017           |
| Capital              | (254,882)             | UVMS - c/f to 2017                        |
| Capital              | (98,260)              | ITSP - c/f to 2017                        |
| Capital              | (84,961)              | Basalt Pedestrian Underpass - c/f to 2017 |
| Capital              | (56,000)              | IT Equipment - c/f to 2017                |
| Capital              | (9,094)               | Facilities Master Plan - c/f to 2017      |
| Capital              | (1,058,836)           | True-Down for Rubey Park                  |
| Other financing uses | 742                   | True-up transfer to Series 2013B DSF      |
| Transit              | (157,823)             | Reclassify to Capital                     |
| Capital              | 157,823               | Reclassify from Transit                   |
| <b>Total</b>         | <b>\$ (3,194,644)</b> |   |

| <b>Expenditures &amp; OFU Summary</b> | <b>Previous</b>      | <b>Change</b>         | <b>Current</b>       |
|---------------------------------------|----------------------|-----------------------|----------------------|
| Fuel                                  | \$ 1,598,415         | -                     | \$ 1,598,415         |
| Transit                               | 19,722,231           | \$ (157,823)          | 19,564,408           |
| Trails & Corridor Mgmt                | 452,827              | -                     | 452,827              |
| Capital                               | 13,058,275           | (3,037,563)           | 10,020,712           |
| Debt service                          | 2,387,980            | -                     | 2,387,980            |
| Other financing uses                  | 3,131,874            | 742                   | 3,132,616            |
| <b>Total</b>                          | <b>\$ 40,351,602</b> | <b>\$ (3,194,644)</b> | <b>\$ 37,156,958</b> |

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

|  |                     |
|--|---------------------|
| Revenues and other financing sources           | \$ (2,047,045)      |
| Less Expenditures and other financing uses     | 3,194,644           |
| <b>Net increase (decrease) in fund balance</b> | <b>\$ 1,147,599</b> |

**Fund balance Roll Forward: Net Change in Fund balance**

| <b>Resolution</b>       | <b>Beginning Balance</b> | <b>Change</b>     | <b>Ending Balance</b> |
|-------------------------|--------------------------|-------------------|-----------------------|
|                         |                          |                   | \$ 17,120,011*        |
| 2015-20 & 2015-21       | \$ 17,120,011            | \$ (104,773)      | 17,015,238            |
| 2016-04                 | 17,015,238               | (2,361)           | 17,012,877            |
| 2016-06                 | 17,012,877               | (60,000)          | 16,952,877            |
| 2016-08                 | 16,952,877               | (2,069,900)       | 14,882,977            |
| 2016-09                 | 14,882,977               | -                 | 14,882,977            |
| 2016-13                 | 14,882,977               | 751,422           | 15,634,399            |
| 2016-15                 | 15,634,399               | 660,400           | 16,294,799            |
| 2017-04                 | 16,294,799               | 1,147,599         | 17,442,398            |
| <b>Total Net Change</b> |                          | <b>\$ 322,387</b> |                       |

\* Audited

**AMF Capital Project Fund**

Revenue and Other Financing Sources (OFS):

| <b>Type</b>  | <b>Amount</b>      | <b>Explanation</b>               |
|--------------|--------------------|----------------------------------|
| Grants       | \$ (55,823)        | 5311 Capital Grant - c/f to 2017 |
| <b>Total</b> | <b>\$ (55,823)</b> |                                  |

| <b>Revenue &amp; OFS Summary</b> | <b>Previous</b>     | <b>Change</b>      | <b>Current</b>      |
|----------------------------------|---------------------|--------------------|---------------------|
| Grants                           | \$ 5,533,977        | \$ (55,823)        | \$ 5,478,154        |
| Other financing sources          | 425,000             | -                  | 425,000             |
| <b>Total</b>                     | <b>\$ 5,958,977</b> | <b>\$ (55,823)</b> | <b>\$ 5,903,154</b> |

**Expenditures and Other Financing Uses (OFU):**

| Type         | Amount              | Explanation                               |
|--------------|---------------------|---|
| Capital      | \$ (307,000)        | AMF Recommissioning Project - c/f to 2017 |
| <b>Total</b> | <b>\$ (307,000)</b> |   |

| Expenditures & OFU Summary | Previous            | Change              | Current             |
|----------------------------|---------------------|---------------------|---------------------|
| Capital                    | \$ 7,078,501        | \$ (307,000)        | \$ 6,771,501        |
| <b>Total</b>               | <b>\$ 7,078,501</b> | <b>\$ (307,000)</b> | <b>\$ 6,771,501</b> |

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

|  |                   |
|--|-------------------|
| Revenues and other financing sources           | \$ (55,823)       |
| Less Expenditures and other financing uses     | 307,000           |
| <b>Net increase (decrease) in fund balance</b> | <b>\$ 251,177</b> |

**Fund balance Roll Forward: Net Change in Fund balance**

| Resolution              | Beginning Balance | Change            | Ending Balance |
|-------------------------|-------------------|-------------------|----------------|
|                         |                   |                   | \$ 1,119,524*  |
| 2015-20 & 2015-21       | \$ 1,119,524      | \$ 225,000        | 1,344,524      |
| 2016-04                 | 1,344,524         | (1,062,301)       | 282,223        |
| 2016-08                 | 282,223           | (282,223)         | -              |
| 2017-04                 | -                 | 251,177           | 251,177        |
| <b>Total Net Change</b> |                   | <b>\$ 322,387</b> |                |

\* Audited

**VSS BRT Capital Project Fund**

**Revenue and Other Financing Sources (OFS):**

| Type         | Amount        | Explanation             |
|--------------|---------------|-------------------------|
| Other income | \$ 711        | True up interest income |
| <b>Total</b> | <b>\$ 711</b> |                         |

| Revenue & OFS Summary | Previous         | Change        | Current          |
|-----------------------|------------------|---------------|------------------|
| Grant                 | \$ 50,043        | -             | \$ 50,043        |
| Other income          | -                | \$ 711        | 711              |
| <b>Total</b>          | <b>\$ 50,043</b> | <b>\$ 711</b> | <b>\$ 50,754</b> |

**Expenditures and Other Financing Uses (OFU):**

| Type         | Amount        | Explanation |
|--------------|---------------|-------------|
| Capital      | \$ 711        | True-up     |
| <b>Total</b> | <b>\$ 711</b> |             |

| Expenditures & OFU Summary | Previous          | Change        | Current           |
|----------------------------|-------------------|---------------|-------------------|
| Capital                    | \$ 308,721        | \$ 711        | \$ 309,432        |
| <b>Total</b>               | <b>\$ 308,721</b> | <b>\$ 711</b> | <b>\$ 309,432</b> |

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

|  |             |
|--|-------------|
| Revenues and other financing sources           | \$ 711      |
| Less Expenditures and other financing uses     | (711)       |
| <b>Net increase (decrease) in fund balance</b> | <b>\$ -</b> |

**Fund balance Roll Forward: Net Change in Fund balance**

| Resolution              | Beginning Balance | Change              | Ending Balance |
|-------------------------|-------------------|---------------------|----------------|
|                         |                   |                     | \$ 258,678*    |
| 2015-20 & 2015-21       | \$ 258,678        | -                   | 258,678        |
| 2016-04                 | 258,678           | \$ (249,957)        | 8,721          |
| 2016-08                 | 8,721             | (8,721)             | -              |
| 2017-04                 | -                 | -                   | -              |
| <b>Total Net Change</b> |                   | <b>\$ (258,678)</b> |                |

\* Audited

**Series 2013A Capital Project Fund**

**Revenue and Other Financing Sources (OFS):**

| Type         | Amount          | Explanation             |
|--------------|-----------------|-------------------------|
| Other income | \$ 6,205        | True up interest income |
| <b>Total</b> | <b>\$ 6,205</b> |                         |

| Revenue & OFS Summary | Previous    | Change          | Current         |
|-----------------------|-------------|-----------------|-----------------|
| Other income          | \$ -        | \$ 6,205        | \$ 6,205        |
| <b>Total</b>          | <b>\$ -</b> | <b>\$ 6,205</b> | <b>\$ 6,205</b> |

**Expenditures and Other Financing Uses (OFU):**

| Type         | Amount          | Explanation |
|--------------|-----------------|-------------|
| Capital      | \$ 6,205        | True-up     |
| <b>Total</b> | <b>\$ 6,205</b> |             |

| Expenditures & OFU Summary | Previous            | Change          | Current             |
|----------------------------|---------------------|-----------------|---------------------|
| Capital                    | \$ 1,131,548        | \$ 6,205        | \$ 1,137,753        |
| <b>Total</b>               | <b>\$ 1,131,548</b> | <b>\$ 6,205</b> | <b>\$ 1,137,753</b> |

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

|  |             |
|--|-------------|
| Revenues and other financing sources           | \$ 6,205    |
| Less Expenditures and other financing uses     | (6,205)     |
| <b>Net increase (decrease) in fund balance</b> | <b>\$ -</b> |

**Fund balance Roll Forward: Net Change in Fund balance**

| Resolution              | Beginning Balance | Change                | Ending Balance |
|-------------------------|-------------------|-----------------------|----------------|
|                         |                   |                       | \$ 1,131,548*  |
| 2015-20 & 2015-21       | \$ 1,131,548      | -                     | 1,131,548      |
| 2016-04                 | 1,131,548         | \$ (1,080,000)        | 51,548         |
| 2016-08                 | 51,548            | (51,548)              | -              |
| 2017-04                 | -                 | -                     | -              |
| <b>Total Net Change</b> |                   | <b>\$ (1,131,548)</b> |                |

\* Audited

**Series 2013B Debt Service Fund**

**Revenue and Other Financing Sources (OFS):**

| Type                    | Amount      | Explanation      |
|-------------------------|-------------|------------------|
| Other income            | \$ (742)    | Adjust to actual |
| Other financing sources | 742         | True-up          |
| <b>Total</b>            | <b>\$ -</b> |                  |

| Revenue & OFS Summary   | Previous          | Change      | Current           |
|-------------------------|-------------------|-------------|-------------------|
| Other Income            | \$ 43,670         | \$ (742)    | \$ 42,928         |
| Other Financing Sources | 67,090            | 742         | 67,832            |
| <b>Total</b>            | <b>\$ 110,760</b> | <b>\$ -</b> | <b>\$ 110,760</b> |

**Expenditures and Other Financing Uses (OFU):**

| Type      | Amount | Explanation |
|-----------|--------|-------------|
| No change |        |             |

| Expenditures & OFU Summary | Previous          | Change   | Current           |
|----------------------------|-------------------|----------|-------------------|
| Debt Service               | \$ 110,760        | -        | \$ 110,760        |
| <b>Total</b>               | <b>\$ 110,760</b> | <b>-</b> | <b>\$ 110,760</b> |

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

|  |          |
|--|----------|
| Revenues and other financing sources           | -        |
| Less Expenditures and other financing uses     | -        |
| <b>Net increase (decrease) in fund balance</b> | <b>-</b> |

**Fund balance Roll Forward: Net Change in Fund balance**

| Resolution              | Beginning Balance | Change | Ending Balance |
|-------------------------|-------------------|--------|----------------|
|                         |                   |        | - *            |
| 2015-20 & 2015-21       | -                 | -      | -              |
| 2017-04                 | -                 | -      | -              |
| <b>Total Net Change</b> |                   | -      |                |

\* Audited

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**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 9<sup>th</sup> day of March, 2017.

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

By: \_\_\_\_\_  
George Newman, Chairman

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 9, 2017 (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 \_\_\_\_\_, 2017.

\_\_\_\_\_  
Secretary

**RFTA BOARD OF DIRECTORS MEETING**  
**“PUBLIC HEARING” AGENDA SUMMARY ITEM #5. B.**

|                        |  |
|------------------------|--|
| <b>Meeting Date:</b>   | March 9, 2017  |
| <b>Agenda Item:</b>    | Resolution 2017-05: 2017 Supplemental Budget Appropriation   |
| <b>Presented By:</b>   | Michael Yang, CFAO   |
| <b>POLICY #:</b>       | <b>4.2.5: Board Job Products</b>   |
| <b>Strategic Goal:</b> | N/A  |
| <b>Recommendation:</b> | <b>Adopt Supplemental Budget Appropriation Resolution 2017-05</b>  |
| <b>Core Issues:</b>    | <p>As part of our on-going review, staff has identified items that require to be appropriated and any unexpended budgets and related grants from 2016 that are being carry-forward and need to be re-appropriated in the current budget year as a result of timing issues:</p> <p><b>General Fund:</b></p> <ol style="list-style-type: none"> <li>1. <b>GMF Expansion (Phase 1)</b> – At the January meeting, the RFTA Board approved Resolution 2017-02, which appropriated \$850,000 of capital outlay for this project. Since then, RFTA and CDOT executed an amended contract for a <b>FASTER Grant</b> of \$600,000 to fund this project. <ol style="list-style-type: none"> <li>a. \$600,000 increase to Grant Revenues</li> </ol> </li> <li>2. <b>Integrated Transportation System Plan</b> – RFTA and CDOT executed a grant agreement for a <b>FTA Section 5304 Grant</b> of \$100,000 to help fund Stage III of this project. <ol style="list-style-type: none"> <li>a. \$100,000 increase to Grant Revenues</li> </ol> </li> <li>3. <b>True-up budgets already appropriated</b> based on information made available after the budget was adopted: <ol style="list-style-type: none"> <li>a. <b>Interest income</b> – adjustment due to higher interest rates <ol style="list-style-type: none"> <li>i. \$40,000 increase to Other Income</li> </ol> </li> <li>b. <b>Insurance</b> – adjustment to premiums due to renewal information for Basic Life <ol style="list-style-type: none"> <li>i. \$30,000 increase to Transit</li> </ol> </li> <li>c. <b>Transfer out for GAB Transit Mitigation Plan</b> – the adopted budget includes a transfer of \$146,000 from the GF to the Service Contract SRF in order to fund the estimated costs to operate the Grand Avenue Bridge (GAB) Transit Mitigation Plan in excess of \$335,000 (the portion funded by the EOTC). Since then, RFTA received \$25,000 from Garfield County to help fund some of the operating cost, which will reduce the amount of the transfer from the GF. <ol style="list-style-type: none"> <li>i. \$25,000 decrease in Other Financing Uses</li> </ol> </li> </ol> </li> <li>4. Due to the timing, the following Project budgets will need to be <b>carry-forward</b> from 2016 and re-appropriated in 2017: <ol style="list-style-type: none"> <li>a. <b>Bus Replacement (1 MCI Commuter Coach Bus)</b> <ol style="list-style-type: none"> <li>i. \$500,000 increase in Grant Revenue (5311)</li> <li>ii. \$680,000 increase in Capital Outlay</li> </ol> </li> <li>b. <b>Bus Refurbishments (3)</b> <ol style="list-style-type: none"> <li>i. \$450,133 increase in Capital Outlay</li> </ol> </li> <li>c. <b>Rio Grande Trail Soft Surface &amp; Shouldering Project</b></li> </ol> </li> </ol> |

- i. \$183,653 increase in Grant Revenue (FHWA RTP)
- ii. \$243,653 increase in Capital Outlay
- d. West Glenwood Park & Ride Project**
  - i. \$259,567 increase in Capital Outlay
- e. Upper Valley Mobility Study**
  - i. \$254,882 increase in Other Governmental Contributions
  - ii. \$254,882 increase in Capital Outlay
- f. Integrated Transportation System Plan**
  - i. \$98,260 increase in Capital Outlay
- g. Basalt Pedestrian Underpass Project**
  - i. \$49,674 increase in Other Governmental Contributions
  - ii. \$84,961 increase in Capital Outlay
- h. IT Equipment**
  - i. \$56,000 increase in Capital Outlay
- i. Facilities Master Plan**
  - i. \$9,094 increase in Capital Outlay

**Service Contract Special Revenue Fund**

- 5. **True-up budgets already appropriated** based on information made available after the budget was adopted:
  - a. **Transfer in for GAB Transit Mitigation Plan** – the adopted budget includes a transfer of \$146,000 from the GF to the Service Contract SRF in order to fund the estimated costs to operate the Grand Avenue Bridge (GAB) Transit Mitigation Plan in excess of \$335,000 (the portion funded by the EOTC). Since then, RFTA received \$25,000 from Garfield County to help fund some of the operating cost, which will reduce the amount of the transfer from the GF.
    - i. \$25,000 increase in Other Governmental Contributions
    - ii. \$25,000 decrease in Other Financing Sources

**AMF Capital Project Fund**

- 6. Due to the timing, the following Project budgets will need to be **carry-forward** from 2016 and re-appropriated in 2017:
  - b. **AMF Recommissioning Project**
    - i. \$55,823 increase in Grant Revenue (5311)
    - ii. \$307,000 increase in Capital Outlay

|                             |   |              |              |                      |   |         |           |              |                     |
|-----------------------------|---|--------------|--------------|----------------------|---|---------|-----------|--------------|---------------------|
| <b>Policy Implications:</b> | 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).”  |              |              |                      |   |         |           |              |                     |
| <b>Fiscal Implications:</b> | Net increase (decrease) to 2017 fund balance by fund: <table border="1" data-bbox="678 1507 1253 1633" style="margin-left: auto; margin-right: auto;"> <tr> <td>General Fund</td> <td style="text-align: right;">\$ (413,341)</td> </tr> <tr> <td>Service Contract SRF</td> <td style="text-align: right;">-</td> </tr> <tr> <td>AMF CPF</td> <td style="text-align: right;">(251,177)</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ (664,518)</b></td> </tr> </table> | General Fund | \$ (413,341) | Service Contract SRF | - | AMF CPF | (251,177) | <b>Total</b> | <b>\$ (664,518)</b> |
| General Fund                | \$ (413,341)  |              |              |                      |   |         |           |              |                     |
| Service Contract SRF        | -   |              |              |                      |   |         |           |              |                     |
| AMF CPF                     | (251,177)   |              |              |                      |   |         |           |              |                     |
| <b>Total</b>                | <b>\$ (664,518)</b>   |              |              |                      |   |         |           |              |                     |
| <b>Attachments:</b>         | Yes, please see Resolution 2017-05 attached.  |              |              |                      |   |         |           |              |                     |

Director \_\_\_\_\_ moved adoption of the following Resolution:

**BOARD OF DIRECTORS**  
**ROARING FORK TRANSPORTATION AUTHORITY**  
**RESOLUTION NO. 2017-05**  
**2017 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 2017 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 9, 2017 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 2017 budget as summarized herein:

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## General Fund

### Revenue and Other Financing Sources (OFS):

| Type                     | Amount              | Explanation   |
|--------------------------|---------------------|---|
| Grants                   | \$ 600,000          | CDOT FASTER Grant for GMF Phase I                     |
| Grants                   | 100,000             | FTA Section 5304 Grant for ITSP                       |
| Other income             | 40,000              | Adjustment due to increase in interest rates          |
| Grants                   | 500,000             | 5311 Capital Grant - c/f from 2016                    |
| Grants                   | 183,653             | FHWA RTP Grant - c/f from 2016                        |
| Other govt contributions | 254,882             | EOTC (UVMS) c/f from 2016                             |
| Other govt contributions | 49,674              | Town of Basalt (Pedestrian Underpass) - c/f from 2016 |
| <b>Total</b>             | <b>\$ 1,728,209</b> |   |

| Revenue & OFS Summary    | Previous             | Change              | Current              |
|--------------------------|----------------------|---------------------|----------------------|
| Sales tax                | \$ 21,288,000        | -                   | \$ 21,288,000        |
| Grants                   | 2,245,050            | \$ 1,383,653        | 3,628,703            |
| Fares                    | 4,869,000            | -                   | 4,869,000            |
| Other govt contributions | 1,475,961            | 304,556             | 1,780,517            |
| Other income             | 499,140              | 40,000              | 539,140              |
| Other financing sources  | 1,330,900            | -                   | 1,330,900            |
| <b>Total</b>             | <b>\$ 31,708,051</b> | <b>\$ 1,728,209</b> | <b>\$ 33,436,260</b> |

### Expenditures and Other Financing Uses (OFU):

| Type                 | Amount              | Explanation  |
|----------------------|---------------------|--|
| Transit              | \$ 30,000           | True-up Basic Life Insurance premiums based on renewal |
| Other financing uses | (25,000)            | Reduce transfer to Service Contracts SRF for GAB       |
| Capital              | 680,000             | 1 MCI Commuter Coach bus - from 2016                   |
| Capital              | 450,133             | Bus refurbishment (3 buses) - from 2016                |
| Capital              | 243,653             | RGT Soft Surface Project - c/f from 2016               |
| Capital              | 259,567             | West Glenwood PNR - from 2016                          |
| Capital              | 254,882             | UVMS - c/f from 2016                                   |
| Capital              | 98,260              | ITSP - c/f from 2016                                   |
| Capital              | 84,961              | Basalt Pedestrian Underpass - c/f from 2016            |
| Capital              | 56,000              | IT Equipment - c/f from 2016                           |
| Capital              | 9,094               | Facilities Master Plan - from 2016                     |
| <b>Total</b>         | <b>\$ 2,141,550</b> |  |

| Expenditures & OFU Summary | Previous             | Change              | Current              |
|----------------------------|----------------------|---------------------|----------------------|
| Fuel                       | \$ 1,408,112         | -                   | \$ 1,408,112         |
| Transit                    | 20,512,633           | \$ 30,000           | 20,542,633           |
| Trails & Corridor Mgmt     | 471,720              | -                   | 471,720              |
| Capital                    | 4,474,801            | 2,136,550           | 6,611,351            |
| Debt service               | 1,902,244            | -                   | 1,902,244            |
| Other financing uses       | 3,382,485            | (25,000)            | 3,357,485            |
| <b>Total</b>               | <b>\$ 32,151,995</b> | <b>\$ 2,141,550</b> | <b>\$ 34,293,545</b> |

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

|  |                     |
|--|---------------------|
| Revenues and other financing sources           | \$ 1,728,209        |
| Less Expenditures and other financing uses     | (2,141,550)         |
| <b>Net increase (decrease) in fund balance</b> | <b>\$ (413,341)</b> |

**Fund balance Roll Forward: Net Change in Fund balance**

| Resolution              | Beginning Balance | Change              | Ending Balance |
|-------------------------|-------------------|---------------------|----------------|
|                         |                   |                     | \$ 17,442,398* |
| 2016-16 & 2016-17       | \$ 17,442,398     | \$ 773,357          | 18,215,755     |
| 2017-02                 | 18,215,755        | (1,217,301)         | 16,998,454     |
| 2017-05                 | 16,998,454        | (413,341)           | 16,585,113     |
| <b>Total Net Change</b> |                   | <b>\$ (857,285)</b> |                |

\* Budgeted

**Service Contract Special Revenue Fund**

**Revenue and Other Financing Sources (OFS):**

| Type                     | Amount      | Explanation                                |
|--------------------------|-------------|--|
| Other govt contributions | \$ 25,000   | Garfield County for GAB Transit Mitigation |
| Other financing sources  | (25,000)    | Reduce transfer from GF                    |
| <b>Total</b>             | <b>\$ -</b> |  |

| Revenue & OFS Summary    | Previous             | Change    | Current              |
|--------------------------|----------------------|-----------|----------------------|
| Service contract revenue | \$ 10,367,576        | -         | \$ 10,367,576        |
| Grant revenue            | 30,000               | -         | 30,000               |
| Other govt contributions | 335,000              | \$ 25,000 | 360,000              |
| Other financing sources  | 297,000              | (25,000)  | 272,000              |
| <b>Total</b>             | <b>\$ 11,029,576</b> | <b>-</b>  | <b>\$ 11,029,576</b> |

**Expenditures and Other Financing Uses (OFU):**

| Type      | Amount | Explanation |
|-----------|--------|-------------|
| No change |        |             |

| Expenditures & OFU Summary | Previous             | Change   | Current              |
|----------------------------|----------------------|----------|----------------------|
| Fuel                       | \$ 784,188           | -        | \$ 784,188           |
| Operating                  | 9,474,358            | -        | 9,474,358            |
| Capital                    | 771,030              | -        | 771,030              |
| <b>Total</b>               | <b>\$ 11,029,576</b> | <b>-</b> | <b>\$ 11,029,576</b> |

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

|  |          |
|--|----------|
| Revenues and other financing sources           | -        |
| Less Expenditures and other financing uses     | -        |
| <b>Net increase (decrease) in fund balance</b> | <b>-</b> |

**Fund balance Roll Forward: Net Change in Fund balance**

| Resolution              | Beginning Balance | Change | Ending Balance |
|-------------------------|-------------------|--------|----------------|
|                         |                   |        | -*             |
| 2016-16 & 2016-17       | -                 | -      | -              |
| 2017-04                 | -                 | -      | -              |
| <b>Total Net Change</b> |                   | -      |                |

\* Budgeted

**AMF Capital Project Fund**

**Revenue and Other Financing Sources (OFS):**

| Type         | Amount           | Explanation                        |
|--------------|------------------|------------------------------------|
| Grants       | \$ 55,823        | 5311 Capital Grant - c/f from 2016 |
| <b>Total</b> | <b>\$ 55,823</b> |                                    |

| Revenue & OFS Summary   | Previous | Change           | Current          |
|-------------------------|----------|------------------|------------------|
| Grants                  | -        | \$ 55,823        | \$ 55,823        |
| Other financing sources | -        | -                | -                |
| <b>Total</b>            | -        | <b>\$ 55,823</b> | <b>\$ 55,823</b> |

**Expenditures and Other Financing Uses (OFU):**

| Type         | Amount            | Explanation                                 |
|--------------|-------------------|---|
| Capital      | \$ 307,000        | AMF Recommissioning Project - c/f from 2016 |
| <b>Total</b> | <b>\$ 307,000</b> |   |

| Expenditures & OFU Summary | Previous | Change            | Current           |
|----------------------------|----------|-------------------|-------------------|
| Capital                    | -        | \$ 307,000        | \$ 307,000        |
| <b>Total</b>               | -        | <b>\$ 307,000</b> | <b>\$ 307,000</b> |

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

|  |                     |
|--|---------------------|
| Revenues and other financing sources           | \$ 55,823           |
| Less Expenditures and other financing uses     | (307,000)           |
| <b>Net increase (decrease) in fund balance</b> | <b>\$ (251,177)</b> |

**Fund balance Roll Forward: Net Change in Fund balance**

| Resolution              | Beginning Balance | Change              | Ending Balance |
|-------------------------|-------------------|---------------------|----------------|
|                         |                   |                     | \$ 251,177*    |
| 2016-16 & 2016-17       | \$ 251,177        | -                   | 251,177        |
| 2017-05                 | 251,177           | (251,177)           | -              |
| <b>Total Net Change</b> |                   | <b>\$ (251,177)</b> |                |

\* Budgeted

**That** the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2017 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 9<sup>th</sup> day of March, 2017.

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

By: \_\_\_\_\_  
George Newman, Chairman

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 9, 2017 (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 \_\_\_\_\_, 2017.

\_\_\_\_\_  
Secretary

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

|                        |  |
|------------------------|--|
| <b>Meeting Date:</b>   | March 9, 2017  |
| <b>Agenda Item:</b>    | Rio Grande Railroad Corridor Access Control Plan Update  |
| <b>Policy #:</b>       | 1.1: The Rio Grande Corridor is Appropriately Protected and Utilized   |
| <b>Strategic Goal:</b> | Complete all sections of the updated Rio Grande Railroad Corridor Comprehensive Plan   |
| <b>Presented By:</b>   | Dan Blankenship, CEO<br>Angela Henderson, Assistant Director, Project Management and Facilities Operations   |
| <b>Recommendation:</b> | Review 2017 draft ACP Update, discuss policy issues, and approve the document for first reading on April 12, 2017.   |
| <b>Core Issues:</b>    | <ol style="list-style-type: none"> <li>1. The 2001 Great Outdoors Colorado (GOCO) Legacy grant stipulates that the Corridor Comprehensive Plan (CCP) should be updated every five years. The CCP was last updated in 2005 and adopted in 2006. Technically, the CCP should have been updated in 2010 or 2011, however, due to the staff effort required to implement BRT, the CCP update process was postponed until 2014.</li> <li>2. Elements of the CCP that should be updated on the 5-year cycle are: <ol style="list-style-type: none"> <li>a. <b>Access Control Plan (ACP):</b> The update addresses revisions to access control policies as well as updates the inventory of existing and anticipated uses of the corridor, such as crossings, utilities, and encroachments.</li> <li>b. <b>Recreational Trails Plan (RTP):</b> The update will address the interim recreational trail, which was completed in 2008, as well as any changes to goals and policies.</li> <li>c. <b>Overview of Compliance with requirements of the GOCO Legacy Grant:</b> The overview will serve as a reset to bring actions taken on the corridor since the last update current with GOCO.</li> </ol> </li> <li>3. Due to the complexities, staff elected to move forward with the ACP Update first. A draft of the ACP Update was provided to the RFTA Board in October 2014. The draft ACP Update placed a heavy emphasis on maintaining the corridor’s Railbanked status, in order to preserve the corridor for its intended future use as a public transportation corridor. In addition, the corridor’s Railbanked status prevents approximately 7 miles of federal land grant areas imbedded in the 34-mile corridor from reverting to adjacent property owners.</li> <li>4. At that time, the City of Glenwood Springs, the Town of Carbondale, and Garfield County expressed concerns about the extent to which the draft ACP update could adversely affect the ability of member and non-member jurisdictions to create new public crossings in a cost-effective manner.</li> <li>5. Adoption of the Comprehensive Plan requires a unanimous vote of the seven original constituent members of the Roaring Fork Railroad Holding Authority (RFRHA). Inasmuch as at least two of the RFTA member jurisdictions were not comfortable with the initial draft of the ACP, the public comment period was extended. Also, eight Public Open Houses were conducted and a Staff ACP Working Group was formed to help resolve concerns about various provisions contained in the ACP. RFTA staff responded to two rounds of extensive</li> </ol> |

comments from the City of Glenwood Springs, Town of Carbondale, Garfield County, and CDOT.

6. In May 2015, the revised draft ACP Update was scheduled for first reading. However, the Board meeting ran long and, because the Board Strategic Retreat was scheduled for June, first reading of the draft ACP Update was postponed until July. However, there was not a quorum for the June Board meeting, so the Retreat was held in July. In the interim it was determined that the City of Glenwood Springs had some lingering concerns about a few of the draft ACP Update provisions, so RFTA staff asked City staff to propose revisions to the document that would address the City's concerns.
6. At the November 10, 2016 RFTA Board meeting, a proposed List of RFTA Board Policy Discussions for 2017 was presented to the Board. On that list, staff proposed that the first and second readings of the draft ACP Update be scheduled for January and February 2017, respectively, since there was no Board meeting held in December 2016.
7. RFTA received the City's proposed revisions of the draft ACP Update late in December and City and RFTA staffs began meeting in an attempt to resolve the remaining issues of concern. Consequently, first reading of the draft ACP Update was postponed until the March 9, 2017 Board meeting.
8. Although significant progress was made in discussions with the City regarding the draft ACP Update, at the February 9, 2017 Board meeting it was recommended by staff that the draft ACP Update be finalized and presented for discussion purposes at the March 9, 2017 meeting. Then, if agreeable with the RFTA Board, the draft ACP Update would be scheduled for first reading at the April 13, 2017 Board meeting.
9. The City of Glenwood Springs staff and City Council have discussed the current draft of the draft ACP Update and have indicated a level of comfort with moving it forward for discussion with the RFTA Board at the March 9, 2017 meeting.
10. William Mullins, Partner, Baker and Miller, PLLC, with whom RFTA staff has been consulting regarding Surface Transportation Board procedures and Railbanking issues, has reviewed the current draft ACP Update. Mr. Mullins has no objections to the draft ACP Update as the document currently stands.
11. Briefly summarized, numerous revisions have been made to the draft ACP Update that was originally presented for Board consideration in October 2014. The current draft attempts to strike the proper balance between having adequate safeguards to preserve and protect the corridor for future rail service and interim trail uses, while allowing sufficient flexibility to enable RFTA member jurisdictions and private property owners to obtain access across the corridor without undue expense.
12. One of the most significant concerns of the City of Glenwood Springs, Town of Carbondale, and other commenters had to do with the permanence of public crossing agreements. Given the costs that might be incurred by local governments to construct public crossing projects that are consistent with RFTA's ACP and Design Guidelines, the commenters believed that RFTA should convey easements for their crossings. Also, commenters feared that they might not be able to obtain state, federal, or local grants for their projects if

they cannot demonstrate they will have continuing control over their crossing assets.

13. After conferring with RFTA's legal expert on railroad matters, it was determined that easements for **at-grade** and **grade-separated** public crossings could be granted by RFTA as long as they retain flexibility to allow RFTA to modify, upgrade, or relocate the public crossings in the event that freight rail is reactivated or a commuter rail or some other public transportation system is implemented in the corridor in the future. Therefore, the following language was incorporated into the draft ACP Update at **Section 17.0 - Process and Design Guidelines for Newly Proposed Railroad Corridor Crossings and Consolidations:**

If a public crossing is constructed in conformance with RFTA's Design Guidelines (DG), RFTA may be willing to grant an easement to the project sponsor, subject to the approval of the RFTA Board of Directors. The easement, however, will be subject to the following condition and such other terms and conditions as the RFTA Board, in its sole discretion, may determine at the time of issuance:

Should RFTA need to extend, modify, or relocate a crossing to accommodate the activation of passenger or rail service on the Corridor by RFTA, RFTA shall be entitled to do so as long as the extension, modification, or relocation does not materially interfere with the connectivity of the crossing and after review and approval of plans detailing the extension, modification, or relocation by the public entity holding the easement, which approval will not be unreasonably withheld, and approval by the Colorado Public Utilities Commission (the "PUC"). If the sole cause of the need for such extension, modification, or relocation is the needs of RFTA, such cost will be borne by RFTA if RFTA approves the project and costs thereof, it being understood that any funding for such a project is subject to appropriation of funding. If the public entity holding the easement should desire to extend, modify, replace, relocate, or remove the crossing to further its needs, then such cost shall be borne by the public entity. Any such extension, modification, relocation, or replacement or repair by the public entity shall only be made in accordance with plans prepared by the public entity and reviewed and approved by RFTA, which approval will not be unreasonably withheld, and approval by the PUC. For extensions, modifications, or relocations that are jointly caused and will benefit both parties, the allocation of costs shall be by further agreement or if no agreement, then as determined by the PUC in a hearing.

***Note: The above language is very similar to the language included in the 8<sup>th</sup> Street easement that was granted by RFTA to the City of Glenwood Springs in May 2016.***

14. In addition, the 8<sup>th</sup> Street easement, referenced above, contained the following provision that is intended to protect the corridor's Railbanked status:
9. **Railbanking Protection.** City acknowledges that RFTA's Corridor is not abandoned and is under the jurisdiction of the federal Surface Transportation Board. City further acknowledges that the Corridor is "railbanked" under the National Trails System Act, 16

U.S.C. §1247(d), so that RFTA is required to preserve the Corridor for future rail use. City's improvements and use shall not interfere with RFTA's use of the Corridor for transportation, shipping, trail, and/or conservation purposes and that no disturbance or interference of said any such uses shall be allowed hereunder without the prior written approval of RFTA. This Easement shall not be deemed to give City exclusive possession of any part of the Easement area described, and nothing shall be done or suffered to be done by City at any time that shall in any manner impair the usefulness or safety of the Corridor or of any track or other improvement on the Corridor or to be constructed thereon by RFTA in the future. If RFTA in its sole discretion upon advice of legal counsel believes that an action permitted by this Easement has or will cause a severance of the Corridor from the UPRR main line, RFTA shall notify the City and RFTA and the City shall work together to revise this Easement to correct the potential severance or impediment to freight rail service. Only in the event no modification can be agreed upon, may RFTA terminate this Easement.

15. RFTA cannot completely insulate itself from potential claims that actions it has taken may have severed the corridor from the mainline. However, it can be better prepared to defend itself from such claims being upheld by the Surface Transportation Board, if it ensures at all times that it has the ability to take appropriate corrective action to restore the corridor if it elects to reactivate freight rail service.

#### **POLICY DISCUSSION**

16. Following is a short list of possible policy issues for Board discussion at the March 9, 2017 meeting:
  - a. Generally, public at-grade crossings that are consistent with RFTA's ACP and DG can be approved and easements for them will be granted if they will not preclude or unreasonably impair RFTA's ability to reactivate freight rail service or to activate commuter rail, subject to such terms and conditions as approved by the RFTA Board. Private at-grade crossings consistent with the ACP and DG can be approved by a license agreement.
  - b. If a grade-separated crossing is proposed before rail is active in the corridor, it should be constructed in accordance with RFTA DG and be consistent with the ACP. However, the RFTA Board can grant a variance from the ACP and DG subject to an agreement to restore the corridor or remove any temporary impediment at such time that RFTA elects to reactivate freight rail service.
  - c. If the reactivation of freight rail or the activation of commuter rail necessitates the upgrade of public and private roadway and utility crossings, the costs of such upgrades should: 1) be borne by the rail

|                             |   |
|-----------------------------|---|
|                             | <p>project if RFTA and voters approve the project and costs thereof, it being understood that any funding for such a project is subject to appropriation of funding, or; 2) by mutual agreement allocated equitably between the rail project and the crossing sponsor, or; 3) allocated by the Colorado Public Utilities Commission between the rail project and the crossing sponsors. <b>Note: It is not anticipated that at-grade crossings will create a significant impediment to the reactivation of freight rail service.</b></p> <p>d. Use of the Rio Grande Trail should be encouraged to the maximum extent practicable, although different standards for trail connections could apply to urban versus rural segments of the trail.</p> <p>e. The City of Glenwood Springs would also like the Board to discuss alternatives to Railbanking as a mechanism for preserving the corridor intact.</p> <p>17. Because numerous revisions and formatting changes have been made to the 2005 ACP, it was not workable to provide the 2017 draft ACP Update in track changes mode. Instead, a side-by side comparison has been provided to assist with determining how the two documents differ.</p> <p>In the <b><u>2017 ACP Comparison Matrix</u></b>, text highlighted in <b>yellow</b> indicates provisions of the 2017 draft ACP Update that are new, major departures from the 2005 ACP Update, or ones that required significant discussion with jurisdictional staffs in order to find workable language.</p> <p>Text highlighted in <b>tan</b> indicates recent revisions proposed by the City of Glenwood Springs staff, which RFTA staff believes are acceptable.</p> <p>18. A clean copy of the 2017 draft ACP Update is also being provided for the Board’s consideration.</p> <p>19. The Design Guidelines are still undergoing a review by City staff and will be included for review prior to the first reading of the draft ACP Update on April 13, 2017.</p> <p>20. At the March 9, 2017 meeting, staff will lead the Board through a discussion of the major provisions of the 2017 draft ACP Update, and the above policy issues.</p> |
| <b>Policy Implications:</b> | Board End Statement 1.1 says, “The Rio Grande Corridor is Appropriately Protected and Utilized.   |
| <b>Fiscal Implications:</b> | Approximately \$150,000 has been budgeted in 2017 for the Comprehensive Plan Update and other corridor management-related tasks.  |
| <b>Attachments:</b>         | Yes, please see “2017 ACP Comparison Matrix 03-03-17.pdf” and “02-28-17 Draft ACPClean.pdf” included in the March 2017 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.   |

**RFTA BOARD OF DIRECTORS MEETING  
PRESENTATIONS/ACTION AGENDA SUMMARY ITEM #6. B.**

| <b>Meeting Date:</b>    | March 9, 2017   |                      |                       |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |
|-------------------------|---|----------------------|-----------------------|----------------------|-----------------------|------|----------|---|---|------|----------|---|---|------|----------|---|---|------|----------|----------|---|------|----------|----------|---|------|----------|----------|---|------|----------|----------|----------|------|---|----------|----------|
| <b>Agenda Item:</b>     | RFTA Board Policy on Grants to Non-Profit and Quasi-Governmental Organizations  |                      |                       |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |
| <b>POLICY #:</b>        | <b>4.2.5.A: Requirements for RFTA Contributions to Quasi-Governmental or Non-Profit Organizations</b>   |                      |                       |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |
| <b>Presented By:</b>    | Michael Yang, CFAO  |                      |                       |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |
| <b>Recommendation:</b>  | Discuss the current policy limitation of \$50,000 and reaffirm or modify it. Staff's recommendation is to modify the policy and increase the limitation from \$50,000 to \$75,000.  |                      |                       |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |
| <b>Core Issues:</b>     | <p>During the 2016 and 2017 annual budget processes, RFTA received requests for funding in excess of \$50,000 requiring Board approval for additional funding. In both instances, the Board approved the requests. With the growing trend of requests for contributions, this policy was selected for Board discussion.</p> <table border="1"> <caption>Chart Data: Total Contributions vs. Policy Limits</caption> <thead> <tr> <th>Year</th> <th>Total Contributions</th> <th>Current Policy Limit</th> <th>Proposed Policy Limit</th> </tr> </thead> <tbody> <tr> <td>2011</td> <td>\$20,000</td> <td>-</td> <td>-</td> </tr> <tr> <td>2012</td> <td>\$30,000</td> <td>-</td> <td>-</td> </tr> <tr> <td>2013</td> <td>\$30,000</td> <td>-</td> <td>-</td> </tr> <tr> <td>2014</td> <td>\$42,000</td> <td>\$50,000</td> <td>-</td> </tr> <tr> <td>2015</td> <td>\$50,000</td> <td>\$50,000</td> <td>-</td> </tr> <tr> <td>2016</td> <td>\$55,000</td> <td>\$50,000</td> <td>-</td> </tr> <tr> <td>2017</td> <td>\$68,000</td> <td>\$50,000</td> <td>\$75,000</td> </tr> <tr> <td>2018</td> <td>-</td> <td>\$50,000</td> <td>\$75,000</td> </tr> </tbody> </table>   | Year                 | Total Contributions   | Current Policy Limit | Proposed Policy Limit | 2011 | \$20,000 | - | - | 2012 | \$30,000 | - | - | 2013 | \$30,000 | - | - | 2014 | \$42,000 | \$50,000 | - | 2015 | \$50,000 | \$50,000 | - | 2016 | \$55,000 | \$50,000 | - | 2017 | \$68,000 | \$50,000 | \$75,000 | 2018 | - | \$50,000 | \$75,000 |
| Year                    | Total Contributions   | Current Policy Limit | Proposed Policy Limit |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |
| 2011                    | \$20,000  | -                    | -                     |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |
| 2012                    | \$30,000  | -                    | -                     |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |
| 2013                    | \$30,000  | -                    | -                     |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |
| 2014                    | \$42,000  | \$50,000             | -                     |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |
| 2015                    | \$50,000  | \$50,000             | -                     |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |
| 2016                    | \$55,000  | \$50,000             | -                     |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |
| 2017                    | \$68,000  | \$50,000             | \$75,000              |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |
| 2018                    | -   | \$50,000             | \$75,000              |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |
| <b>Background Info:</b> | <ol style="list-style-type: none"> <li>RFTA routinely receives request from non-profit, governmental, and quasi-governmental organizations for contributions.</li> <li>Resolution 2014-09 (adopted on May 8, 2014) created the current policy that allows RFTA to contribute no more than \$50,000 individually or in the aggregate to quasi-governmental or non-profit organizations during any calendar year where any additional funding requires Board approval. Requests for funding will only be considered during RFTA's annual budget process. Such organizations requesting RFTA funding must clearly demonstrate that the use of funds will have a nexus to RFTA's mission and provide a report regarding benefits derived from using RFTA funding.</li> <li>RFTA has provided contributions to WE-Cycle to help fund the equipment and operating costs for its bike-transit system in Aspen and Basalt.</li> <li>RFTA has provided contributions to Garfield Clean Energy (GCE) and its predecessor Garfield New Energy Communities Initiative to support GCE's mission focusing on energy conservation, alternative fuels, and renewable energy. GCE has assisted with improving energy efficiency at RFTA facilities and the introduction to Compressed Natural Gas as a fuel for the RFTA fleet. RFTA is a member of the GCE Board of Directors.</li> </ol> |                      |                       |                      |                       |      |          |   |   |      |          |   |   |      |          |   |   |      |          |          |   |      |          |          |   |      |          |          |   |      |          |          |          |      |   |          |          |

5. RFTA has provided contributions to the Regional Transportation Coordinating Council (RTCC), sponsored by Northwest Council of Governments, who collaborate with communities in the Intermountain Transportation Region to develop a coordinated system for delivering inter-regional Human Services transportation for medical and other purposes to Older American, Persons with Disabilities, and Veterans. The Traveler Transportation Program (provided by RFTA contractually with Garfield County) is a member of RTCC. Participation in a RTCC is a prerequisite for Federal Transit Administration operating and capital assistance administered by CDOT.
6. RFTA has recently provided contributions to the Lower Valley Trails Group (LoVa) to support operational costs.
7. From 2011 to 2017, the approved request for funding has grown from \$20,000 to \$67,500, where the amount has exceeded the policy limit over the last two budget years.

| 1 | Description                    | 2014              | 2015              | 2016             | 2017             |
|---|--------------------------------|-------------------|-------------------|------------------|------------------|
| 2 | WE-Cycle Contribution          | \$ 10,000         | \$ 20,000         | \$ 25,000        | \$ 35,000        |
| 3 | GCI Community Initiative       | \$ 27,500         | \$ 25,000         | \$ 25,000        | \$ 25,000        |
| 4 | RTCC Contribution              | \$ 4,000          | \$ 4,000          | \$ 4,000         | \$ 4,000         |
| 5 | LoVa Trails Group Contribution | \$ -              | \$ -              | \$ -             | \$ 3,500         |
| 6 | <b>Total Contributions</b>     | <b>\$ 41,500</b>  | <b>\$ 49,000</b>  | <b>\$ 54,000</b> | <b>\$ 67,500</b> |
| 7 | Current Policy Limit           | \$ 50,000         | \$ 50,000         | \$ 50,000        | \$ 50,000        |
| 8 | <b>Over/(Under) Limit</b>      | <b>\$ (8,500)</b> | <b>\$ (1,000)</b> | <b>\$ 4,000</b>  | <b>\$ 17,500</b> |

|                             |  |
|-----------------------------|--|
| <b>Policy Implications:</b> | 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)."                         |
| <b>Fiscal Implications:</b> | For 2017, the RFTA Board approved a total contribution of \$67,500 to quasi-governmental and non-profit organizations: \$35,000 to WE-Cycle, \$25,000 to GCE, \$4,000 to RTCC, and \$3,500 to LoVa Trails Group. |
| <b>Attachments:</b>         | None.  |

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

|                         |   |
|-------------------------|---|
| <b>Meeting Date:</b>    | March 9, 2017   |
| <b>Agenda Item:</b>     | Regional Transit Center Feasibility Study Update  |
| <b>Policy #:</b>        | <b>4.2.5: Board Job Products</b>  |
| <b>Strategic Goal:</b>  | Facilities: Complete the GMF Expansion Plan   |
| <b>Presented By:</b>    | Mike Hermes, Director, Facilities, Property, and Trails<br>Nick Senn, Senior Project Manager, Facilities, Property and Trails   |
| <b>Recommendation:</b>  | Update regarding planning for the expansion of the Glenwood Maintenance Facility  |
| <b>Core Issues:</b>     | <p>The demand for transit services in the Roaring Fork valley has increased significantly since the construction of the Glenwood Maintenance Facility in 2001. The facility is currently over capacity, which creates maintenance and operational inefficiencies as well as inhibits the organization’s ability to grow to meet increasing demand for transit. In order to address these issues, staff has completed a feasibility study on the potential to expand the GMF facility.</p> <p>The existing site can accommodate significant expansion of bus maintenance and storage capacity, additional offices, and customer and employee parking. The site is ideally situated to support expanded transit services in the I-70 corridor, an ECO Transit connection, Bustang, and a Hanging Lake shuttle service. The biggest challenge, however, will be to identify the estimated \$50 - \$70 million required for a full buildout of the site. Consequently, the plan may need to be phased or scaled back, or an alternative site may need to be identified.</p> <p>This year staff will be working on the next step in the design build process which is the development of the Program of Requirements (POR) which will entail:</p> <ul style="list-style-type: none"> <li>• Preparing the procurement documents for the project</li> <li>• Developing the general conditions for the project, which include traffic analysis, utility information, geotechnical reports, and topography information</li> <li>• Developing the facilities programmatic requirements such as office space, bus storage, new maintenance facilities and other project elements</li> <li>• Developing the performance specification for the facilities site and building systems such as foundations, MEP, energy efficiency, and structural elements</li> <li>• The team will then develop a new cost estimate based on the data from the POR</li> </ul> |
| <b>Background Info:</b> | <p>The Glenwood Maintenance Facility (GMF) was constructed in 2001 and was originally designed to operate as a satellite maintenance facility with a capacity to operate 34 buses, perform light vehicle maintenance, and house a minimum of operational staff. The facility is currently supporting 45 operational buses and 9 spares, in addition to housing a variety of administrative and support staff. The overcrowding at the facility has created operational inefficiencies and safety challenges, as well as compelled the organization to lease offsite office space to accommodate the Garfield County “Traveler” service and provide office space for administrative staff.</p> <p>In 2016, RFTA staff and a consultant team comprised of Shrewsberry, Prime Consultants/Civil Engineers, and Iron Horse Architects undertook a feasibility study of the GMF facility to determine the potential of the site and assess the feasibility of expanding it to meet the organization’s current space needs and to accommodate future growth.</p> <p>To determine the requirements to operate the fleet, the study took a comprehensive look</p>   |

at the site to determine the maximum operating fleet that it could support, while simultaneously analyzing the space needs for each department that requires a presence at the facility. The study also accounted for space needs to return the Traveler service to the facility, as well as the needs of the executive staff housed there. As the study progressed, the team also realized that the site was ideally located to support transit connections between RFTA and ECO transit, CDOT's Bustang service, a shuttle service to Hanging Lake and, potentially, an I-70 BRT system serving western Garfield County. The facility's proximity to the valley wide trail system creates an opportunity to help commuters connect to transit and help close the "last mile" gap that is a hurdle to using public transit. The team also envisioned the facility becoming the central location for RFTA's executive staff and, thereby, a point of contact between RFTA executives, public officials and the public.

The feasibility study consists of four parts: The Initial Program of Requirements (iPOR), the Existing Site Narrative, the Basis of Design (BOD) and a section on Project Implementation.

During the development of the iPOR, the team undertook a detailed space needs requirements' study to determine the amount of space each bus would require at the facility, as well as looked for the ultimate limiting factor that would determine the maximum number of buses the site could support. The team then studied the space needs of each department that will be located at the facility. The team also determined the space needs of the executive staff and the Traveler service, as well as ancillary space requirements, such as meeting rooms, break rooms and other amenities that would be required or desirable at the facility.

The second section of the report focused on the existing site conditions and parameters such as the zoning of the PUD and the site's geotechnical issues and topography, as well as a study of the operational flow of buses in and out of the facility.

The third part of the report is the Basis of Design (BOD), which utilized the data generated in the first two sections of the study in order to design a facility that would meet the needs of the organization and fit in the space available.

The last section looked at the potential project implementation, the project delivery method, and the conceptual schedule and budget.

Initially, the study was undertaken to develop an expansion plan for the facility. Subsequently, it evolved into what became the RFTA Regional Transportation Center (RTC). Ultimately, the team realized that that site was situated in a location that could support a variety of transit opportunities and become the nexus of contact between RFTA executives, elected officials and the general public, as well as accommodate the current and future bus maintenance/storage and office space requirements of the organization.

Table 1.1 below from the RTC Feasibility Study summarizes the findings of the team:

|                                  |  | GMF as Originally Designed | GMF as it Operates Today | iPOR           | BOD            |
|----------------------------------|--|----------------------------|--------------------------|----------------|----------------|
| <b>Bus Operations Theater</b>    |  |                            |                          |                |                |
| Operational Capacity             | 34   | 4<br>5                     | <i>winter peak</i>       | 60             | 60             |
| Spare Bus Parking                | 0  | 9                          |                          | 12             | 10             |
| Backlog Parking                  | 0  | 6                          |                          | 24             | 15             |
| Site Capacity                    | 44   | 4<br>4                     |                          | 96             | 10<br>6        |
| Inspection Capacity              | 0  | 0                          |                          | 18 /hour       | 30 /hour       |
| Indoor Bus Parking               | 0  | 0                          |                          | 60             | 60             |
| Maintenance Bays                 | 4  | 4                          |                          | 8              | 9              |
| Fueling Bay & Wash Bay           | 1 / 1  | 1 / 1                      |                          | 1 / 1          | 1 / 1          |
| <b>Staff &amp; Patron Areas</b>  |  |                            |                          |                |                |
| Office Space                     | 1,225 nasf   | 1,2<br>2<br>5 nasf         |                          | 3,3<br>90 nasf | 3,3<br>90 nasf |
| Meeting Space                    | 0 nasf   | 0 nasf                     |                          | 1,8<br>60 nasf | 1,8<br>60 nasf |
| Patron Parking                   | 2  | 2                          |                          | 20<br>0        | 15<br>7        |
| Staff & Non-Revenue RFTA Parking | 74   | 7<br>4                     |                          | 21<br>1        | 21<br>1        |
| <b>Policy Implications:</b>      | 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)."   |                            |                          |                |                |
| <b>Fiscal Implications:</b>      | <p>Based on the limited design completed at this time (approximately 5-10%), and without the benefit of a value engineering exercise, the current conceptual estimate for the new facility ranges between \$49,281,298 and \$69,144,117, depending on the options RFTA wishes to add or deduct to/from the project. The difference in these numbers represents a variety of potential additions to the facility that are possible, such as adding parking and office space or deducting these spaces, as well as deducting one deck of customer vehicle parking from the parking structure. These numbers represent the best estimate of the construction costs at this time and have been included in this report to give the board the potential scale of the project.</p> <p>The project could also be constructed over a number of years in 3-4 logical phases however; this approach will create inefficiencies in the construction of the facility, which will increase the final cost. Constructing the project in multiple phases over a period of time will also expose the project to the periods of inflation and deflation which will influence the final construction cost.</p> |                            |                          |                |                |
| <b>Attachments:</b>              | None.  |                            |                          |                |                |

**RFTA BOARD OF DIRECTORS MEETING**  
**“INFORMATION/UPDATES” AGENDA SUMMARY ITEM # 7. A.**

**CEO REPORT**

**TO:** RFTA Board of Directors  
**FROM:** Dan Blankenship, CEO  
**DATE:** March 9, 2017

**Chief Operating Officer – Kelley Collier, COO**

**Board Video Recording**

After working through a variety of technical difficulties with the video recording vendor, staff was able to download and view the recording from the January 2017 RFTA Board meeting. Staff will review the entire video recording and work with the RFTA Communications Department to upload it to one of 3 locations where the Board can view it: RFTA public website, YouTube, or a private Vimeo account where the video can be viewed using a link and password.

**Bike Express:**

Unless the RFTA Board objects, staff is planning to discontinue the Bike Express this coming summer. Ridership and the number of bikes actually transported by the Bike Express are typically low, as reflected by the chart below:

| Month     | 2012 | 2013 | 2014 |
|-----------|------|------|------|
| June      | 45   | 45   | 83   |
| July      | 143  | 27   | 240  |
| August    | 150  | 59   | 349  |
| September | 51   | 18   | 26   |

Staff will attempt to provide updated ridership information for 2016 at the March 9, 2017 Board meeting. The primary issue is that RFTA will need every available bus to support the transit mitigation service provided during the Grand Avenue Bridge closure slated to begin on August 14, 2017. The Bike Express requires two buses and a spare dedicated to the service.

**Extension of Sunset on Regional Transportation Authority Property Tax Authorization:**

HB17-1018, which extends the sunset on the Regional Transportation Authority property tax authorization until January 2029, passed the Senate and was signed into law by Governor John Hickenlooper on March 1, 2017. Previously, the property tax authorization was due to sunset on January 1, 2019. Passage of the sunset extension has been one of RFTA’s strategic goals since 2014. The bill’s sponsors, Representatives Diane Mitsch-Bush and Larry Liston, and Senator Bob Gardner, deserve tremendous credit for the bill’s passage.

[See photo of bill signing on following page]



From left to right: Senator Bob Gardner, Representative Diane Mitsch-Bush, Governor John Hickenlooper, Jerry Braden, CASTA Lobbyist (partially obscured), Representative Larry Liston, Dan Blankenship, CEO RFTA, and Ann Rajewski, Co-Director, Colorado Association of Transit Agencies (CASTA) and her son RJ.

**Planning Department Update – *David Johnson, Director of Planning***

The “03-09-17 Planning Department Update.pdf,” can be found in the March 2017 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.

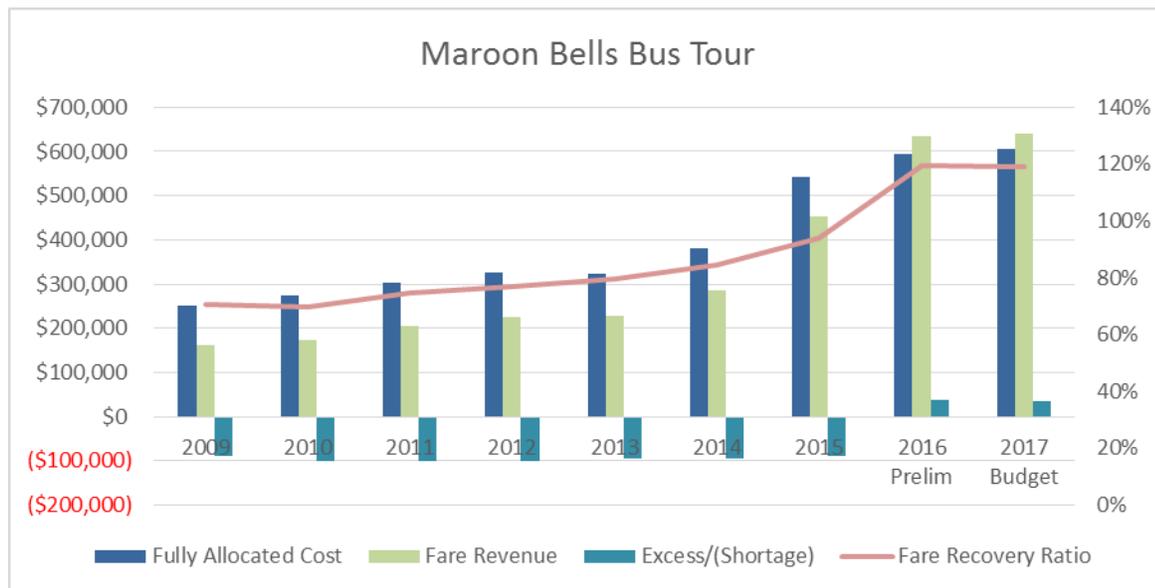
**2016 Preliminary Actuals/Budget Comparison (December YTD)**

| 2016 Budget Year                          |                              |                         |                      |               |
|---|------------------------------|-------------------------|----------------------|---------------|
| General Fund                              | December YTD (as of 2/28/17) |                         |                      |               |
|   | Preliminary Actuals (1)      | Original Adopted Budget | Amended Budget (2)   | % Var.        |
| <b>Revenues</b>                           |                              |                         |                      |               |
| Sales tax                                 | \$ 21,102,213                | \$ 20,678,000           | \$ 21,036,000        | 0.3%          |
| Grants                                    | \$ 4,460,321                 | \$ 2,073,550            | \$ 4,477,269         | -0.4%         |
| Fares                                     | \$ 4,822,985                 | \$ 4,594,000            | \$ 4,783,000         | 0.8%          |
| Other govt contributions                  | \$ 2,070,309                 | \$ 1,364,158            | \$ 2,095,672         | -1.2%         |
| Other income                              | \$ 607,005                   | \$ 449,140              | \$ 449,140           | 35.1%         |
| <b>Total Revenues</b>                     | <b>\$ 33,062,834</b>         | <b>\$ 29,158,848</b>    | <b>\$ 32,841,081</b> | <b>0.7%</b>   |
| <b>Expenditures</b>                       |                              |                         |                      |               |
| Fuel                                      | \$ 1,387,124                 | \$ 1,698,415            | \$ 1,598,415         | -13.2%        |
| Transit (3)                               | \$ 18,697,233                | \$ 19,715,589           | \$ 19,564,408        | -4.4%         |
| Trails & Corridor Mgmt                    | \$ 437,684                   | \$ 437,460              | \$ 452,827           | -3.3%         |
| Capital                                   | \$ 10,010,407                | \$ 7,050,000            | \$ 10,020,712        | -0.1%         |
| Debt service                              | \$ 2,343,664                 | \$ 2,318,980            | \$ 2,387,980         | -1.9%         |
| <b>Total Expenditures</b>                 | <b>\$ 32,876,111</b>         | <b>\$ 31,220,444</b>    | <b>\$ 34,024,342</b> | <b>-3.4%</b>  |
| <b>Other Financing Sources/Uses</b>       |                              |                         |                      |               |
| Other financing sources                   | \$ 4,604,252                 | \$ 5,172,000            | \$ 4,638,264         | -0.7%         |
| Other financing uses                      | \$ (3,034,025)               | \$ (3,215,177)          | \$ (3,132,616)       | -3.1%         |
| <b>Total Other Financing Sources/Uses</b> | <b>\$ 1,570,227</b>          | <b>\$ 1,956,823</b>     | <b>\$ 1,505,648</b>  | <b>4.3%</b>   |
| <b>Change in Fund Balance (4)</b>         | <b>\$ 1,756,950</b>          | <b>\$ (104,773)</b>     | <b>\$ 322,387</b>    | <b>445.0%</b> |

- (1) These amounts are unaudited and may change as a result from any year-end adjustments during the audit preparations.
- (2) Reflects supplemental budget appropriation resolution 2017-04.
- (3) Savings in the following departments: Facilities, Administration, and Vehicle Maintenance.
- (4) The unaudited surplus exceeds staff projections. Approved Resolution 2016-05 preserve's RFTA's ability to reimburse itself using proceeds from the upcoming bond issuance. Approved Resolution 2016-07 appropriated approx. \$1.29 million using capital reserves (to fund portions of the West Glenwood PNR Expansion, New Castle PNR Project, and AMF Phase 3 & 4) which can be reimbursed/replenished using bond proceeds. However, at this time, it appears that the surplus may be large enough to cover \$1.29 million and even add to fund balance. In other words, a portion of the future bond proceeds may not be needed to reimburse the General Fund and can be made available for future capital projects.

**Maroon Bells Bus Tour Update**

In 2016, a fare increase was implemented on the Maroon Bells Bus Tour. The adult price increased from \$6.00 to \$8.00, the youth price increased from \$4.00 to \$6.00 and the portion of each ticket sold to be contributed to the Forest Service increased from \$0.50 to \$0.65. In addition, a \$5.00 fee at the Aspen Highlands parking lot was implemented. Even with the additional fees, RFTA experienced a 14.7% increase in rides from 174,202 to 199,768. In turn, net fare revenues experienced a 40% increase. As shown in the graph below, preliminary numbers indicate that in 2016, fare revenues exceeded the fully allocated cost for this service with a fare-box recovery ration of approximately 120%.



| Maroon Bells Bus Tour            |                   |                  |                  |
|----------------------------------|-------------------|------------------|------------------|
|                                  | Audited           | Preliminary      | Budget           |
| Description                      | 2015              | 2016 Prelim      | 2017 Budget      |
| Passengers                       | 174,202           | 199,768          | 203,763          |
| Miles                            | 66,253            | 73,101           | 68,672           |
| Hours                            | 5,432             | 5,783            | 5,570            |
| Total Marginal Cost              | \$285,816         | \$315,078        | \$309,981        |
| Total Fixed Cost                 | \$195,035         | \$215,332        | \$227,552        |
| <b>Subtotal Operating Cost</b>   | <b>\$480,851</b>  | <b>\$530,410</b> | <b>\$537,533</b> |
| Allocated Training & Other Costs | \$34,399          | \$35,133         | \$39,112         |
| <b>Total Operating Cost</b>      | <b>\$515,250</b>  | <b>\$565,543</b> | <b>\$576,645</b> |
| Allocated Capital Cost           | \$26,695          | \$29,820         | \$28,014         |
| <b>Fully Allocated Cost</b>      | <b>\$541,945</b>  | <b>\$595,363</b> | <b>\$604,659</b> |
| Fare Revenue                     | \$451,604         | \$634,050        | \$640,000        |
| <b>Excess/(Shortage)</b>         | <b>(\$90,341)</b> | <b>\$38,687</b>  | <b>\$35,341</b>  |
| <b>Fare Recovery Ratio</b>       | <b>94%</b>        | <b>120%</b>      | <b>119%</b>      |
| <b>Passenger Per Hour</b>        | <b>32.1</b>       | <b>34.5</b>      | <b>36.6</b>      |
| <b>Passenger Per Mile</b>        | <b>2.6</b>        | <b>2.7</b>       | <b>3.0</b>       |
| <b>Gross Cost Per Passenger</b>  | <b>\$ 2.96</b>    | <b>\$ 2.83</b>   | <b>\$ 2.83</b>   |
| <b>Subsidy Per Passenger</b>     | <b>\$ 0.52</b>    | <b>\$ (0.19)</b> | <b>\$ (0.17)</b> |
| <b>Cost Per Mile</b>             | <b>\$ 7.26</b>    | <b>\$ 7.26</b>   | <b>\$ 7.83</b>   |
| <b>Cost Per Hour</b>             | <b>\$ 88.52</b>   | <b>\$ 91.72</b>  | <b>\$ 96.51</b>  |

## 2017 Actuals/Budget Comparison (January YTD)

| 2017 Budget Year                          |                       |                       |              |                       |
|---|-----------------------|-----------------------|--------------|-----------------------|
| General Fund                              |                       |                       |              |                       |
|   | January YTD           |                       |              |                       |
|   | Actual                | Budget                | % Var.       | Annual Budget         |
| <b>Revenues</b>                           |                       |                       |              |                       |
| Sales tax (1)                             | \$ 29,245             | \$ 35,128             | -16.7%       | \$ 21,288,000         |
| Grants                                    | \$ -                  | \$ -                  | 0.0%         | \$ 2,245,050          |
| Fares (2)                                 | \$ 429,912            | \$ 380,333            | 13.0%        | \$ 4,869,000          |
| Other govt contributions                  | \$ 3,333              | \$ 3,333              | 0.0%         | \$ 1,475,961          |
| Other income                              | \$ 44,458             | \$ 44,458             | 0.0%         | \$ 499,140            |
| <b>Total Revenues</b>                     | <b>\$ 506,948</b>     | <b>\$ 463,253</b>     | <b>9.4%</b>  | <b>\$ 30,377,151</b>  |
| <b>Expenditures</b>                       |                       |                       |              |                       |
| Fuel                                      | \$ 168,933            | \$ 197,889            | -14.6%       | \$ 1,408,112          |
| Transit                                   | \$ 1,978,343          | \$ 2,071,614          | -4.5%        | \$ 20,512,634         |
| Trails & Corridor Mgmt                    | \$ 8,138              | \$ 8,639              | -5.8%        | \$ 471,720            |
| Capital                                   | \$ 22,531             | \$ 22,494             | 0.2%         | \$ 4,474,801          |
| Debt service                              | \$ 119,356            | \$ 119,356            | 0.0%         | \$ 1,902,244          |
| <b>Total Expenditures</b>                 | <b>\$ 2,297,301</b>   | <b>\$ 2,419,991</b>   | <b>-5.1%</b> | <b>\$ 28,769,511</b>  |
| <b>Other Financing Sources/Uses</b>       |                       |                       |              |                       |
| Other financing sources                   | \$ -                  | \$ -                  | 0.0%         | \$ 1,330,900          |
| Other financing uses                      | \$ (189,708)          | \$ (189,708)          | 0.0%         | \$ (3,382,485)        |
| <b>Total Other Financing Sources/Uses</b> | <b>\$ (189,708)</b>   | <b>\$ (189,708)</b>   | <b>0.0%</b>  | <b>\$ (2,051,585)</b> |
| <b>Change in Fund Balance (3)</b>         | <b>\$ (1,980,061)</b> | <b>\$ (2,146,447)</b> | <b>7.8%</b>  | <b>\$ (443,945)</b>   |

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

(2) Through January, fare revenue is up approx. 18% 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 2016/2017 comparison of actual fare revenues and ridership on RFTA fare services:

| <b>Fare Revenue:</b>                         | Jan-16            | Jan-17            | Increase/<br>(Decrease) | % Change   |
|--|-------------------|-------------------|-------------------------|------------|
| Regional Fares                               | \$ 363,469        | \$ 426,933        | \$ 63,464               | 17%        |
| Advertising                                  | \$ 1,800          | \$ 2,979          | \$ 1,179                | 66%        |
| <b>Total Fare Revenue</b>                    | <b>\$ 365,269</b> | <b>\$ 429,912</b> | <b>\$ 64,643</b>        | <b>18%</b> |
| <b>Ridership on RFTA Fare Services:</b>      |                   |                   |                         |            |
|  | Jan-16            | Jan-17            | Increase/<br>(Decrease) | % Change   |
| Highway 82 (Local & Express)                 | 75,755            | 78,659            | 2,904                   | 4%         |
| BRT  | 94,406            | 101,841           | 7,435                   | 8%         |
| SM-DV  | 14,215            | 14,353            | 138                     | 1%         |
| Grand Hogback                                | 8,332             | 8,966             | 634                     | 8%         |
| <b>Total Ridership on RFTA Fare Services</b> | <b>192,708</b>    | <b>203,819</b>    | <b>11,111</b>           | <b>6%</b>  |
| Avg. Fare/Ride                               | \$ 1.89           | \$ 2.09           | \$ 0.21                 | 11%        |

(3) 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 2017 YTD |                |                |              | Hours January 2017 YTD |               |            |             |
|-----------------------|--------------------------|----------------|----------------|--------------|------------------------|---------------|------------|-------------|
|                       | Actual                   | Budget         | Variance       | % Var.       | Actual                 | Budget        | Variance   | % Var.      |
| RF Valley Commuter    | 399,739                  | 398,463        | 1,276          | 0.3%         | 18,525                 | 18,510        | 15         | 0.1%        |
| City of Aspen         | 55,681                   | 55,635         | 46             | 0.1%         | 6,160                  | 6,126         | 34         | 0.6%        |
| Aspen Skiing Company  | 60,792                   | 64,663         | (3,871)        | -6.0%        | 4,477                  | 4,340         | 137        | 3.2%        |
| Ride Glenwood Springs | 10,435                   | 10,265         | 170            | 1.7%         | 836                    | 828           | 8          | 1.0%        |
| Grand Hogback         | 18,970                   | 18,880         | 90             | 0.5%         | 749                    | 765           | (16)       | -2.0%       |
| X-games/Charter       | 4,077                    | 4,147          | (70)           | -1.7%        | 469                    | 423           | 46         | 10.9%       |
| Senior Van            | 1,138                    | 1,415          | (277)          | -19.6%       | 209                    | 144           | 65         | 44.9%       |
| <b>Total</b>          | <b>550,832</b>           | <b>553,468</b> | <b>(2,636)</b> | <b>-0.5%</b> | <b>31,425</b>          | <b>31,136</b> | <b>289</b> | <b>0.9%</b> |

**Roaring Fork Transportation Authority System-Wide Ridership Comparison Report**

| Service               | Jan-16<br>YTD  | Jan-17<br>YTD  | #<br>Variance | %<br>Variance |
|-----------------------|----------------|----------------|---------------|---------------|
| City of Aspen         | 183,167        | 210,208        | 27,041        | 14.76%        |
| RF Valley Commuter    | 285,896        | 296,651        | 10,755        | 3.76%         |
| Grand Hogback         | 8,332          | 8,966          | 634           | 7.61%         |
| Aspen Skiing Company  | 159,175        | 165,428        | 6,253         | 3.93%         |
| Ride Glenwood Springs | 16,025         | 15,434         | (591)         | -3.69%        |
| X-games/Charter       | 28,978         | 28,265         | (713)         | -2.46%        |
| Senior Van            | 315            | 341            | 26            | 8.25%         |
| MAA Burlingame        | -              | -              | -             | 0.00%         |
| Maroon Bells          | -              | -              | -             | 0.00%         |
| <b>Total</b>          | <b>681,888</b> | <b>725,293</b> | <b>43,405</b> | <b>6.37%</b>  |

**Subset of Roaring Fork Valley Commuter Service with BRT in 2016**

| Service                           | YTD Jan<br>2016 | YTD Jan<br>2017 | Dif +/-       | % Dif +/- |
|-----------------------------------|-----------------|-----------------|---------------|-----------|
| Highway 82 Corridor Local/Express | 75,755          | 78,699          | 2,944         | 4%        |
| BRT                               | 94,406          | 101,841         | 7,435         | 8%        |
| <b>Total</b>                      | <b>170,161</b>  | <b>180,540</b>  | <b>10,379</b> | <b>6%</b> |

Facilities and Bus Stop Maintenance March 9, 2017  
**Capital Projects Update**

**Basalt Underpass:**

The Basalt underpass project has made continual progress this month and the structure on the down valley side is almost complete including the water-proofing of the concrete walls and tunnel. There is still some concrete work left to finalize, including a few short walls and the base for the traffic light. Staff expects this process to be completed by March 5<sup>th</sup> and then the excavation and tunnel will be backfilled. Once completed, shifting of the traffic to the north will begin on March 17<sup>th</sup> and excavation for the tunnel construction on the south side of the highway will begin.

**Glenwood Springs Expansion Phase 1:**

The CDOT grant agreement for the funds to construct the project was finalized and a notice to proceed issued by CDOT on February 22<sup>nd</sup> and the contract amendment with Johnston construction for the project has been executed. The project is on track to meet the goal of beginning construction on the project by mid-March, weather dependent.

**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 **83%** occupancy.
- RFTA's allotment of long-term housing at Burlingame in Aspen, consisting of four one-bedroom units, is currently at **75%** occupancy.
- RFTA Permanent employee housing is currently at **88%**.
- As of February 1, 2017, RFTA has 12 two bedroom seasonal units at Burlingame. The Burlingame seasonal housing is currently at **75%** occupancy.
- RFTA signed a master lease agreement with SKICO, similar to the lease RFTA has with Burlingame. Staff will attempt to secure 12 to 20 beds in the SKICO housing for the summer season (05/01/2017 – 10/31/2017), in an attempt to accommodate the additional staff that will be kept on or added as a part of the Grand Avenue Bridge project.

**RFTA Railroad Corridor**

**Right-of-Way Land Management Project:** Along with its legal and engineering consultants, RFTA staff has been working on completing the following tasks in 2017:

- RFTA has filed a "Notice of Intent to Partially Vacate and Modify the Notice of Interim Trail Use (NITU)" with the Surface Transportation Board (STB). This process will remove the East Leg of the WYE area in Glenwood Springs and designate the West Leg of the WYE as our main connection to the Interstate Rail System. A copy of the filing is available the STB website at this link: [https://www.stb.gov/filings/all.nsf/ba7f93537688b8e5852573210004b318/aa7b27903e1b5a528525803e00688992/\\$FILE/241632.pdf](https://www.stb.gov/filings/all.nsf/ba7f93537688b8e5852573210004b318/aa7b27903e1b5a528525803e00688992/$FILE/241632.pdf) . The State Historic Preservation Office (SHPO) filed an intervention due to historic (4F) concerns related to removal of the East Leg of the WYE. The City and CDOT are still working through this process with SHPO and hope to finalize an agreement that addresses SHPO's concerns and allows RFTA to remove the East leg of the Wye area from the railbanking. STB will not make a ruling until they receive a letter from SHPO.

- 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 an update at the March 9th meeting with a planned first reading April 13<sup>th</sup> and second reading May 11th.***

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 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 acceptance of the ACP 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 for RFTA that may 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 and the forms and review process has been finalized, staff will begin updating the rest of the Comprehensive Plan. Staff will begin with an update to the Recreational Trails Plan and then update the Executive Summary documents to bring back to the RFTA Board for review and direction.
- Staff continues working on issues related to the Federal Grant Right-of-Way (fgrow) areas identified up and down the Railroad Corridor. One of the fgrow areas encompasses a neighborhood in Glenwood Springs referred to as the Cole subdivision; this neighborhood is located directly across the street from the Walmart Shopping center at 32<sup>nd</sup> Street (see the survey sheet below). ***(UPDATE) Staff is in the process of finalizing the scope of the project and will be bringing the information to the RFTA Board of Director's for review and direction at the April 13, 2017 meeting.***



- **Recreational Trails Plan Update** - Staff will begin working on the update for the Recreational Trails Plan sometime in 2017. 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. Staff will also be working with the Pitkin County Open Space and Trails team to establish a permanent location for their 20' trail easement.
- **South Bridge – No new updates this month.**

- **8<sup>th</sup> Street Crossing Project by CDOT and the City of Glenwood Springs - No new updates this month.**
- **Covenant Enforcement Commission (CEC)** – The annual CEC meeting is usually held in November but this year’s meeting will be held in May of 2017 to coincide with the second reading of the ACP. The CEC was established as a result of an agreement between RFTA, the Roaring Fork Railroad Holding Authority (“RFRHA”), and the Board of Trustees of Great Outdoors Colorado (“GOCO”). GOCO provided funds for the purchase of the Corridor in 1997. Originally RFRHA was required to place a conservation easement on the entire Corridor. Based on concerns about getting federal funding for future RFRHA transportation projects, the Conservation Easement was removed from the entire 34 miles of the Corridor and replaced with Conservation Covenants, in ten discrete areas. GOCO allowed modification of its original grant agreement in return for RFRHA identifying the covenants. The CEC is made up members from the original members of RFRHA, Pitkin County Open Space and Trails (POST) and two at-large community members that reside in Pitkin County and Eagle County. In practice, a consultant with familiarity with the Corridor and the Covenants performs an inspection of the Conservation areas and presents a report to the CEC. Based on the annual CEC meeting, a draft recommendation letter is prepared for and reviewed by the RFTA Board of Director’s for review and comment and then a final letter is to GOCO, along with a copy of the report. The 2016 Conservation Area Report has been prepared by Newland Project Resources, Inc. - Tom Newland. The staff report will be put together by Brett Meredith, RFTA’s Trails Manager. Both reports will be emailed to the CEC members and a meeting will be scheduled and noticed. Please watch for an email from [ahenderson@rfta.com](mailto:ahenderson@rfta.com) or [mmmasters@rfta.com](mailto:mmmasters@rfta.com) with a meeting request and details for the annual CEC meeting.



### Rio Grande Trail Update

- Staff has been researching and preparing for 2017 projects; which include cleaning debris from retaining walls, goats, revegetation, ArtWay projects, and bridge repair.
- Staff continues working to beautify the corridor through Carbondale, the Rio Grande ArtWay.
- The Masterplan is on RFTA’s website. <http://www.rfta.com/trail-documentation/>
  - Please feel free to reach out to Brett Meredith, [bmeredith@rfta.com](mailto:bmeredith@rfta.com) if you have any questions, comments and/or concerns regarding this process
- Funding is needed for an irrigation system, picnic areas, art installations, native landscapes, a Latino Folk Art Garden, and creating a Youth Art Park
  - Staff is working with the Carbondale Rotary clubs, Carbondale Arts, and DHM Design to design the DeRail Park (SH 133 across from the Park and Ride) site. Construction will begin in the spring of 2017
  - Staff is working with SGM (Glenwood Springs’ office) to design the Roll Zone portion of the ArtWay. Construction will begin in the spring of 2017
  - The public has been supportive and interested groups and businesses are signing up for participation
- Staff secured a Colorado Parks and Wildlife grant to fund a soft-surface trail through Carbondale and shoulder repairs along the lower 20 miles of corridor.
  - In the fall of 2016 RFTA worked with the contractor to stockpile the materials for the shoulder repairs in various locations of the Railroad Corridor and the Carbondale Maintenance Facility (CMF)

- The contractor will be mobilizing into the valley as early in the spring as the weather will allow; to begin working on the shoulder repair project and to begin construction of the soft surface trail in Carbondale
- Staff is preparing for spring activities.
  - Staff closed the “wildlife section” (Catherine Bridge to Rock Bottom Ranch) on November 30<sup>th</sup> at 5:00pm. The gates will reopen April 30<sup>th</sup>, 2017 at 5:00pm
  - Staff has been grooming the trail for cross-country skiing and will continue as long as the weather allows. Grooming is done from Snowmass Dr. up to Catherine Bridge
  - Staff has been plowing the trail from Carbondale down to Glenwood Springs when it snows 3” or more
  - Jud Lang, RFTA’s Trail Tech is now back full time in the Trails department to begin gearing up for the spring activities. Jud has been and will still assist with snowplowing activities when the Facilities staff requires assistance. Jud has proven to be an invaluable resource to both the Facilities and Trails teams
- Staff submitted a grant through the Rails-to-Trails Conservancy asking for \$50,000 for design and repair money for 2 bridges in hopes of repairing the Sopris Creek Bridge and the Roaring Fork Bridge in the near 18 months.