

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

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

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

(This Agenda may change before the meeting.)

	Agenda Item	Policy	Purpose	Est. Time
1	Call to Order / Roll Call:		Quorum	8:30 a.m.
2	Executive Session:			
	A. Two Matters: Paul Taddune, General Counsel: Pursuant to C.R.S. 24-6-602 (4)(b)(1): Sos and Carroll Litigation		Executive Session	8:31 a.m.
3	Approval of <u>Minutes</u>: RFTA Board Meeting, July 14, 2016, page 2		Approve	8:44 a.m.
4	Public Comment: Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person)		Public Input	8:45 a.m.
5	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	8:50 a.m.
6	Consent Agenda:			9:00 a.m.
	A. No Consent Agenda Items at this time		Approve	
7	Presentation/Action Items:			
	1. Lower <u>Colorado</u> River Valley Trail Project Overview – Larry Dragon, Executive Director, page 6	4.2.5	Discussion/ Direction	9:05 a.m.
	2. <u>Preliminary</u> Planning Initiatives, Assumptions, and Issues for 2017 RFTA Budget, Michael Yang, Director of Finance, page 8	2.5	Discussion/ Direction	9:40 a.m.
	3. <u>ITSP</u> Update and Goal Finalization – Ralph Trapani, Parsons Transportation Group, page 12	4.2.1	Discussion/ Direction	10:00 a.m.
	4. <u>WE</u> -cycle Long-Range Sustainability Discussion – Mirte Mallory, WE-cycle, page 14	4.21	Discussion/ Direction	10:40 a.m.
8	Public Hearing:			
	A. <u>Resolution</u> 2016-09: Supplemental Budget Resolution; Michael Yang, Director of Finance, page 16	4.2.5	Approve	11:10 a.m.
9	Information/Updates:			
	A. <u>CEO</u> Report – Dan Blankenship, CEO, page 20	2.8.6	FYI	11:15 a.m.
10	Issues to be Considered at Next Meeting:			
	To Be Determined at July 14, 2016 Meeting	4.3	Meeting Planning	11:20 a.m.
11	Next Meeting: 8:30 a.m. – 12:00 p.m., September 8, 2016 at Carbondale Town Hall	4.3	Meeting Planning	11:25 a.m.
12	Adjournment:		Adjourn	11:30 a.m.

**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
July 14, 2016**

Board Members Present:

Jeanne McQueeney, Chair (Eagle County); Jacque Whitsitt (Town of Basalt); Michael Owsley (Pitkin County); Mike Gamba (City of Glenwood Springs); Markey Butler (Town of Snowmass Village); Steve Skadron (City of Aspen).

Voting Alternates Present:

Dan Richardson (Town of Carbondale); Art Riddle (Town of New Castle).

Non-Voting Alternates Present:

George Newman (Pitkin County).

Staff Present:

Dan Blankenship, Chief Executive Officer (CEO); Paul Taddune, General Counsel; Edna Adeh, Board Secretary; Kelley Collier, Chief Operating Officer (COO); Angela Henderson, Nick Senn, and Dina Farnell, Facilities & Trails Department; David Johnson, Jason White, Planning Department; Mike Yang, Finance Department; Kent Blackmer and John Hocker, Operations Dept.; Kenny Osier, Maintenance Dept.; Linda Forgacs, HR Dept.; Phil Schultz, and Curt Leitzinger, IT Dept.; Tammy Sommerfeld, Procurement Dept.; Rich Burns, Traveler.

Visitors Present:

Collin Szewczyk, Reporter (Aspen Daily News); Emzy Veazy III, (Citizen); Ralph Trapani, Jen Leifheit (Parsons); John Kruger (City of Aspen); Darren Hodge (Public Financial Management); Leslie Lamont (Facilitator); Chris Akers (State Demographers Office); Tanya Allen (City of Glenwood Springs); David Peckler (Town of Snowmass Village).

Agenda

1. Roll Call:

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

2. Executive Session

Jeanne McQueeney read the topics and legal justification of the scheduled Executive Session prior to the motion to adjourn into Executive Session:

A. Two Matters: Paul Taddune, General Counsel:

Pursuant to C.R.S. 24-6-602 (4)(b)(1): Sos and Carroll Litigations

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

RFTA staff present at the Executive Session included: Dan Blankenship, Edna Adeh, Paul Taddune, Kelley Collier, Angela Henderson.

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

No action was taken during the Executive Session. The Executive Session adjourned at 9:03 a.m.

3. Approval of Minutes:

Jacque Whitsitt moved to approve the minutes of the May 12, 2016 Board Meeting and Dan Richardson seconded the motion. The motion was unanimously approved.

4. Public Comment:

Jeanne McQueeney asked if any member of the public would like to address the Board or make a comment.

Emzy Veazy, III addressed the Board and remarked on the following topics for Board's consideration:

- Contactless fare card with picture for boarding the bus.
- Need to replace two antiquated bus shelters at Upper Woody Creek bus stops.
- Employees working on National Holidays should be paid double time.
- Calculate staff's biorhythms in deciding & scheduling work assignments and meetings.
- Sanitation improvement for bus operators.
- Convenience stores along bus routes.
- Daily cleaning of buses inside and out.
- Reduce bus idling at Rubey Park.
- In lieu of Mill Levy and tax increases threats, consider gaining revenue through Transit TV, similar to LA County MTA.

He thanked the Board for the opportunity to address his points and concerns.

5. Items Added to Agenda – Board Member Comments:

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

Jeanne McQueeney next asked if any Board member had comments or questions regarding issues not on the meeting agenda. No Board members had any comments.

6. Consent Agenda:

- A. **First Amendment to Parking Agreement – Dan Blankenship, CEO**
- B. **RFTA 2015 Audited Financial Statements – Mike Yang, Director of Finance**
- C. **Contract Between CDOT and RFTA Covering Construction of the Temporary Detour for the New Replacement Roadway Overpass Grade Separation Crossing Structure on State Highway 82 – Angela Henderson, Assistant Director, Project Management and Facilities Operations**

- D. **Temporary Easement for Construction of a Temporary Detour** - Angela Henderson, Assistant Director, Project Management and Facilities Operations
- E. **Approval of three-Party IGA between RFTA, Pitkin County, and the Town of Basalt, for Construction Management of the Basalt Underpass Project** – Nick Senn, Senior Project Manager

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

7. Public Hearing

- A. **Resolution 2016-08: Supplemental Budget Resolution** – Mike Yang, Director of Finance

Yang referred to Page 15 of the Board packet, and briefly explained Resolution No. 2016-08 requesting supplemental budget for capital projects. Approximately \$1,290,000 will be reimbursed from bond proceeds which would reduce the net reduction in the General Fund to \$779,000. Other proceeds will ultimately offset the use of bond proceeds. This will help the continuance of the projects through the end of the year.

Markey Butler asked Yang to explain the fund balance to the new Board members. Yang stated that approximately \$17M is in the fund balance and briefly explained the specifics of revenue & expenditures. Blankenship drew the Board's attention to the \$300,000 expenditure included in the Supplemental Budget Resolution for Stage 2 of the ITSP. RFTA staff and Parsons' representatives indicated that more information about Stage II of the ITSP would be provided in a presentation during the Retreat. Blankenship indicated that the Board could wait until after the presentation to approve the budget for the ITSP Stage II.

McQueeney opened the public hearing at 8:57 a.m. and closed the public hearing at the same time with no comments from the public.

Jacque Whitsitt made a motion to approve Resolution 2016-08 subject to reconsideration of the 2016 Supplemental Budget Resolution and Markey Butler seconded the motion.

Dan Blankenship suggested approving the supplemental budget resolution except for the appropriation for ITSP Stage 2. Whitsitt revised her motion accordingly. The motion was unanimously approved.

8. Information/Updates:

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

Dan Blankenship referred Board members to the CEO Report on page 23 of the Board packet and asked if any of the Board members had questions. There were none.

Blankenship directed the Board's attention to the Letter of Support requested by Town of New Castle and the commitment by RFTA of \$5,000 of the \$35,000 in matching funds required for the LoVa trail to Transportation Alternatives Program (TAP) grant. Staff believed that the request was appropriate and manageable within the existing budget.

- 9. **Issues to be Considered at Next Meeting:** To be determined at July 14, 2016 Meeting.

There were none.

10. **Next Meeting:** 8:30 a.m. – 11:30 a.m., August 11, 2016, at Carbondale Town Hall, 511 Colorado Avenue.

11. **Adjournment:**

Jeanne McQueeney adjourned the Board meeting at 9:03 a.m. to be followed by RFTA Board Strategic Retreat.

At approximately 12:34 p.m., **Mike Gamba moved to open the Board meeting to approve \$300,000 for Stage 2 of ITSP through December 31st, 2016.** **Jacque Whitsitt seconded the motion. A roll call was requested: Steve Skadron, Michael Owsley, Markey Butler, Jeanne McQueeney, Jacque Whitsitt, Mike Gamba and Dan Richardson approved the request. The motion passed unanimously.**

At 12:37 p.m. Mike Gamba moved to adjourn back into Strategic Retreat portion of the meeting.

Respectfully Submitted:

Edna Adeh

Board Secretary

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

Meeting Date:	August 11, 2016
Agenda Item:	Lower Colorado River Valley Trail Project Overview
Policy #:	4.2.5: Board Job Products
Strategic Goal:	Build Partnerships with Garfield County and Western Colorado County Communities
Presented By:	Larry Dragon, Executive Director, LoVa Trails Group Dan Blankenship, CEO
Recommendation:	Receive background presentation regarding the LoVa Trail and discuss RFTA's potential role in assisting with the development and ongoing maintenance of the Lower Colorado River Valley Trail between Glenwood Springs and New Castle.
Core Issues:	<ol style="list-style-type: none"> 1. RFTA member jurisdictions, Glenwood Springs and New Castle, want to engage the RFTA Board of Directors in a policy discussion about RFTA's potential role in helping to develop, construct, maintain, and manage a stretch of the Lower Colorado River Valley (LoVa) Trail between Glenwood Springs and New Castle. 2. The LoVa Trail has been in the planning stages since 1999, and has been championed primarily by dedicated volunteers. Many challenges have been faced over the years to garner the resources required to complete the trail. In recent years, it has become clearer that the prospects of getting the trail completed from Glenwood Springs to New Castle would be better if a regional governmental entity, such as RFTA, would be willing to assist in the effort. 3. Staff doesn't believe that it is expected that RFTA would assume the full responsibility for funding the completion of the LoVa Trail between Glenwood Springs and New Castle, because a robust funding partnership of local and state organizations will be required. However, RFTA could assist by applying for and administering grants, providing construction management support and, potentially, ongoing maintenance after the trail is completed. 4. Completion of the LoVa Trail, particularly between Glenwood Springs and New Castle, is a high priority, due to the significant hazards associated with riding bicycles on I-70. The danger of riding bikes on I-70 effectively precludes bike riding for commuting or recreational purposes to/from western Garfield County communities to/from Glenwood Springs. 5. Completion of this critical stretch of the LoVa Trail, which will connect with the Glenwood Canyon and Rio Grande Trails, will open up a wide variety of bike riding opportunities for residents and visitors, and help to provide momentum to extend the trail to Silt, Rifle, Parachute, and beyond. 6. In terms of this policy issue, the RFTA Board is being asked to consider the following questions: <ol style="list-style-type: none"> a. Should RFTA get more actively involved in helping to develop, construct, and maintain the LoVa Trail between its member jurisdictions, Glenwood Springs and New Castle?

	<p>b. If so, in what manner? Should it be similar to RFTA’s involvement with the Rio Grande Trail in terms of:</p> <ul style="list-style-type: none"> i. Financial support (construction and/or maintenance) ii. Grant applications and administration iii. Construction management iv. Other <p>7. Understandably, this is a new policy discussion for the RFTA Board, and staff is not necessarily expecting that the Board will be able to make decisions without additional information, which can be presented at subsequent Board meetings. However, the LoVa Trail is an important project for two of RFTA’s member jurisdictions as well as the entire region, and staff believes that RFTA should definitely do what it can to help complete the trail section between Glenwood Springs and New Castle as rapidly as possible.</p>
<p>Background Info:</p>	<p>Background Info: The LoVa Trail was first envisioned by a grassroots citizen group in 1999, which morphed into the Lower Valley Trails Group (LoVa). LoVa’s mission is to facilitate the development of a 47-mile non-motorized trail through the Colorado River Valley in Garfield County, from Glenwood Springs west to the Mesa County line. The LoVa Trail was recently named to Governor Hickenlooper’s “16 in 2016” trails initiative. The most critical section of the trail, and the highest priority, is from Glenwood Springs to New Castle, which includes the 5-mile long stretch through South Canyon.</p> <p>Glenwood Springs and New Castle have undertaken extensive efforts:</p> <ul style="list-style-type: none"> 1. New Castle is currently planning the 4-mile long section from the Town to the Canyon Creek I-70 interchange, with the assistance of a State Trails planning grant; 2. New Castle has applied for Transportation Alternatives Program (TAP) funds to plan the trail another 2.5 miles east to the South Canyon I-70 interchange; 3. Small sections have already been completed between west Glenwood and the South Canyon interchange; and 4. Glenwood has applied for a Federal Land Access Program (FLAP) grant for the planning and construction of the remainder of the trail in this section. <p>Now, Glenwood Springs and New Castle are looking for further assistance from RFTA and others to help complete this critical trail connection.</p>
<p>Policy Implications:</p>	<p>Board Job Products policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”</p>
<p>Fiscal Implications:</p>	<p>Unknown at this time. RFTA’s financial commitment might come in the form of local, State, and Federal grants, project management support, and ongoing maintenance of the section of the LoVa Trail between Glenwood Springs and New Castle once it is completed.</p>
<p>Attachments:</p>	<p>Yes, please see LoVa 16 in 16 Presentation 2016.pdf, which is included in the August 2016 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the Board Agenda packet.</p>

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

Meeting Date:	August 11, 2016
Agenda Item:	Preliminary Planning Initiatives, Assumptions and Issues for 2017 RFTA Budget
POLICY #:	2.5 Financial Planning/Budgeting
Strategic Goal:	Obtain the Distinguished Budget Preparation Award from the GFOA for RFTA's 2017 Budget
Presented By:	Michael Yang, Director of Finance
Action Requested:	Discuss the 2017 budget initiatives, assumptions and issues and give staff direction.
Core Issues:	<ul style="list-style-type: none"> ○ On a fund basis, staff will highlight issues associated with the 2017 budget and seek direction from the Board. ○ The 1st draft budget will be presented for the Board's consideration at the September 8, 2016 meeting. ○ The 2nd draft budget will be presented for the Board's consideration at the October 13, 2016 meeting. ○ The final budget will be presented for the Board's review and adoption at the November 10, 2016 meeting. ○ A list of budget assumptions, issues and highlights is provided on the following pages.
Background Info:	See Core Issues
Policy Implications:	Board Financial Planning/Budgeting policy 2.5.2 states, "The CEO shall not allow budgeting that Omits credible projection of revenues and expenses, separation of capital (including replacement and depreciation) and operation items, cash flow projects, and disclosure of planning assumptions."
Fiscal Implications:	The fiscal implication are not fully known at this time; however, it is important to develop accurate assumptions and forecasts of revenues and expenditures in order to achieve the Authority's goals and objectives, while avoiding the unanticipated use of fund balance.
Attachments:	Yes, see the list of 2017 budget initiatives, assumptions, and issues provided on the following pages.



2017 Budget: Preliminary Planning Initiatives, Assumptions, and Issues

General Fund (including Service Contract Special Revenue Fund)

Budget Initiatives, Assumptions and Issues:

- Align budget with goals identified in the current Strategic Plan document.
- The initial budget should be a balanced budget and, if possible, add to fund balance.
- Consider adjustments to transit services, if necessary, to avoid the use of fund balance.
- The budget should adhere to the financial reserve thresholds in accordance with Policy 2.5.5.
- Consult with RFTA member jurisdictions' Finance Directors to obtain their sales tax revenue estimates for the budget year. RFTA's sales tax revenue estimates will be calculated based on the information provided by each jurisdiction. Update forecasts accordingly throughout the budget process.
- Develop revenue estimates for Service Contracts, Operating and Capital Grants, and other governmental contributions.
 - The Elected Officials Transportation Committee (EOTC) contributed \$621,658 in 2016 to support the no-fare Aspen/Snowmass regional transit services and staff must confirm their contribution amount for 2017 based on the methodology approved last October.
 - Garfield County contributed \$682,500 in 2016 to support the Grand Hogback bus service and staff will confirm whether their contribution will continue in 2017.
 - City of Rifle contributed \$20,000 in 2016 to support the Grand Hogback bus service and staff will confirm whether their contribution will continue in 2017.
- Fare revenue
 - There has not been any discussion of any upward fare adjustment for 2017.
 - Estimate lost revenues during temporary "no-fare" on the Grand Hogback bus service during estimated 90-day GAB closure as part of the Transit Mitigation efforts for CDOT's GAB Project.
- Develop Transit Service budget, initially, based upon status quo service levels with updates for seasonal date changes. Staff will cost out potential adjustments to services that may be requested by RFTA and its contracting partners:
 - Highway 82 Corridor/BRT Service
 - Grand Hogback I-70
 - Aspen Skiing Company service contract
 - City of Aspen municipal service contract
 - City of Glenwood Springs municipal service contract
 - GAB Transit Mitigation Service Plan
 - GAB Pedestrian Shuttle (N/S Connector)

- Adjustments to service hours and miles may result in adjustments to Bus Operator shifts, Mechanic positions, parts and fuel.
- Departments will submit their draft budget requests which can include new positions. Management will evaluate each new position request and prioritize them based on need and available resources. Any new positions identified by management as a priority will be incorporated into the budget.
- Departments will also submit their capital item and project requests. Any unexpended items budgeted in 2016 may need to be re-budgeted in 2017 to complete the project. Management will evaluate and prioritize them based on need, available resources and how they fit with strategic goals. Priority items will be presented along with the draft budget. Capital grants will be strategically pursued to help fund these items and only those that are awarded will be included in the budget or presented in a supplemental budget appropriation resolution over the course of the budget year. Financing options will also be considered, as needed.
- Any additional Board priorities should also be incorporated into the budget's planning assumptions.

Continuing Budget issues and considerations:

- In 2016, Sales tax revenues through April (or June collections) and have exceeded budget estimates by approximately 3.5%. Transit fares also exceed budget estimates by 3%. Staff will continue to maintain a conservative approach regarding these rates.
- In 2016, management obtained fixed price transit fuel contracts to manage the volatility normally associated with fuel prices. This approach continues in 2017 where staff has currently locked approximately 70% of its diesel fuel needs for the 2017 budget which reflect a 20% decrease from the current year's weighted average cost per diesel gallon. Staff is actively monitoring fuel prices and may lock the remaining needs for 2017 in the near term. Our current CNG pricing will be assumed in our budget preparations.
- Historically, RFTA experienced 10% annual increases in healthcare costs. However, in 2016, RFTA experienced a 5% decrease in Medical premiums which was attributable to a renewable band methodology change made by our provider, County Health Pool, who increased the number of bands from 7 to 10. The increase in bands allows for smaller rate increase in the upper bands and allows for increased loss ratio percentages in the lower bands; therefore, more entities have lower annual rate increases. The preliminary estimate for the 2017 annual increase is anticipated to be less than 10%. More information regarding the increase will become available in the coming weeks. Staff continues to review the current plan design to identify possible changes for consideration, if any.
- Historically, the high cost of living in the Roaring Fork Valley has challenged the Authority's ability to hire and retain qualified personnel. Management continues to review and refine RFTA's compensation package with respect to wages, incentive programs, and benefit enhancements, including employee housing, in order to remain competitive in the local job market. A market survey is not planned for this year as the last one was conducted in 2015 and adjustments were made in 2016. The Collective Bargaining Unit comprised of full-time bus operators are subject to scheduled pay increases in accordance with their contract.
- As of July 2016, the overall occupancy rate for RFTA employee housing is at 100%. Year-to-date rental income has increased by approximately 11% from the prior year. Staff will continue to monitor the local rental housing market, current rental leases, and anticipated seasonal hires during the budget preparations.
- Request for Funding Application Forms are required to be completed by organizations seeking financial support. The deadline for requests related pertaining to the 2017 budget year will be in early

September. Staff will review funding applications and present them in the draft budget submitted to the Board.

- Other issues and priorities as identified by the Board.

New Budget issues:

- Items identified from Stages 1 and 2 of the Integrated Transportation System Plan (ITSP)
- Funding Stages 3 & 4 of the ITSP
- Grand Avenue Bridge Project – Transit Mitigation Service Plan
 - EOTC contribution for Grand Avenue Bridge (GAB) Transit Mitigation Service Plan.
 - City of Glenwood Springs' contribution for GAB Pedestrian Shuttle.

Bus Stops/PNR Special Revenue Fund

Budget Initiatives, Assumptions and Issues:

- Develop Vehicle Registration Fee estimate based on historical data and trends.
- Budget bus stops and park and ride operating expenditures based on historical data, trends and needs.
- Similar to the current year, additional resources needed to fund the operating and maintenance costs associated with BRT stations and park and rides will be transferred from the General Fund using available Sales Tax Revenues.
- While the 2016 budget reflects the use of fund balance to pay for the local share of the West Glenwood PNR, any unexpended budget remaining will need to be re-budgeted in 2017 to fund the completion of the project.

AMF Capital Projects Fund

Budget Initiatives, Assumptions and Issues:

- While the 2016 budget reflects that the remaining funds are to be expended for the completion of Phases III and IV of the Aspen Maintenance Facility (AMF) Recommissioning Project, any unexpended budget will need to be re-budgeted in 2017 to fund assets and infrastructure related to the project.

Series 2016 Capital Projects Funds

Budget Initiatives, Assumptions and Issues:

- While the 2016 budget reflects that the remaining funds are to be expended, any unexpended budget remaining will need be re-budgeted in 2017 to fund assets and infrastructure for several capital projects, including the Glenwood Maintenance Facility Expansion Project.

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

Meeting Date:	August 11, 2016
Agenda Item:	ITSP Update and Goal Finalization
Policy #:	4.2.1: Board Job Products
Strategic Goal:	Undertake Phase I of the Regional Integrated Transportation System Plan (ITSP)
Presented By:	Ralph Trapani, Parsons Transportation Group
Recommendation:	<p>Discuss and confirm the ITSP Vision and Goals, as follows:</p> <p>VISION:</p> <p style="padding-left: 40px;">RFTA Pursues Excellence and Innovation in Providing Preferred Transportation Choices that Support and Connect Vibrant Communities.</p> <p>GOALS:</p> <ul style="list-style-type: none"> • Enhance transportation systems to achieve and sustain a high level of service, standards, consistency and reliability. • Enhance multi-modal transportation options to ensure mobility. By doing so, RFTA will partner with communities to address the growth of traffic. • Enhance the safety and connectivity of all transportation systems including but not limited to local and regional transit, feeder system, rail, fixed guideway, pedestrian, bicycle, highway, and airport to provide seamless, efficient transition between modes. • Continue regional transportation planning as a collaborative effort and participate in decision making together with community leaders and users to achieve mutual goals for the benefits of all citizens and visitors in the region. • Partner with communities on land use implications to convenient transit and mobility applications.
Core Issues:	<ol style="list-style-type: none"> 1. The Parsons’ consulting team is seeking Board confirmation that the (revised) recommended Vision/Goals for the ITSP process are ready to move forward (see above). 2. Stage I of the ITSP wrapped up with two public workshops last week in Aspen and Glenwood Springs. They were well attended; 100 people each night. 3. Parsons will finalize the Organizational Capacity and Efficiency Review report after incorporating final RFTA staff comments. Most likely a presentation on the report will be provided to the RFTA Board at the September 8th meeting.

	<p>4. Stage II of the ITSP will be kicking off shortly to begin developing the model for ridership estimation.</p> <p>5. The Upper Valley Mobility Study and acquisition of AirSage data, funded by the Elected Officials Transportation Committee (EOTC), at a cost of \$494,000, will kick off the week of 8/15/16. This work is being added to RFTA's contract with Parsons and will be administered by means of a Task Order; however, oversight of this project will be the responsibility of EOTC staff in coordination with RFTA staff. The required RFTA budget appropriation is included in Resolution 2016-09 that is the subject of the Public Hearing that is Item 8. A. on the agenda.</p>
Background Info:	See Core Issues, above.
Policy Implications:	Board Job Products Policy 4.2.1. A. & B. states, "The Board is the link between the "ownership" and the operation organization. The Board will assess the needs of the ownership as they relate to RFTA's activities and scope of influence, and will develop Ends policies identifying the results RFTA is to produce to meet those needs. The Board will inform the ownership of the organizations expected future results, and its present accomplishments and challenges."
Fiscal Implications:	<p>In 2016, RFTA has budgeted a total of \$560,000 for Stages I and II of the ITSP. Additionally, \$494,000 will be budgeted for the Upper Valley Mobility Study, which will be funded by the EOTC.</p> <p>The ITSP has 4 stages in Phase I of the study. It is anticipated that Stage III and, possibly Stage IV, of ITSP Phase I will be budgeted by RFTA in 2017.</p> <p>Phase II of the ITSP is the implementation phase, assuming the Board decides to move forward with any of the preferred multi-modal transportation alternatives identified in Phase I of the ITSP.</p>
Attachments:	None.

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

Meeting Date:	August 11, 2016
Agenda Item:	WE-cycle Long-Range Sustainability Discussion
Policy #:	1.2: Trail and Transit Users Move Safely, Quickly and Efficiently
Strategic Goal:	Provide ongoing support for WE-cycle. Purchase one bicycle kiosk for RFTA Basalt BRT Station
Presented By:	Mirte Mallory, WE-cycle, Executive Director Dan Blankenship, RFTA, CEO
Recommendation:	Recommend that RFTA and WE-cycle staff analyze long-term partnership structures and their respective costs, benefits, and risks.
Core Issues:	<ol style="list-style-type: none"> 1. WE-cycle, the Roaring Fork Valley’s bike transit system, first opened in Aspen in 2013. 2. WE-cycle has experienced tremendous growth in its short lifespan. Ridership in the Aspen system doubled in its first three years, with 21,000 rides. Ridership is up another 50% in the Aspen system alone in the 2016 season, with over 1,000 Season Passholders from throughout the valley using WE-cycle as part of their modes of travel. 3. This year, WE-cycle’s fourth season, marked the transition from WE-cycle serving those who live in, commute to, or visit Aspen, to becoming a regional bike-transit service. WE-cycle’s station and bike infrastructure doubled as it added service to Basalt, Willits, and El Jebel. Concurrently, Glenwood Springs City Council demonstrated unanimous support for implementing WE-cycle by the spring of 2018, pending funding availability. 4. Expanding from a one-town service to a relied-upon valley-wide bike-transit service comes with operational challenges and a greater financial responsibility, similar to those faced by RFTA. WE-cycle would like to develop best practices and be fiscally responsible, and sustainable, as it broadens its service. As WE-cycle grows, the challenge to garner public and private grants and contributions to fund capital costs and ongoing maintenance and operations will become even greater. The lack of a reliable source of funding for the program will make it difficult to plan long-term, and the continuity of the program in the event of key staff turnover needs to be taken into consideration and planned for as well. 5. Over the past four years, WE-cycle and RFTA have been excellent partners and have collaborated closely on projects to create more seamless integration between the two services and, thereby, grow both bus and bike ridership, while providing riders with an enhanced transit experience. 6. As the WE-cycle service expands valley-wide, both RFTA and WE-cycle see opportunities for further collaboration on integrated services, rider communication, passes, operational efficiencies and cost-savings between the two complementary services. 7. The Board is asked to consider the following questions, among others that might result as part of an initial conversation about a more long-term, sustainable, WE-cycle and RFTA partnership. Both RFTA and WE-cycle leadership recognize that the financial implications will be a determining factor in any partnership discussion.

	<p>At this time, staff is seeking guidance from the Board regarding goal alignment and strategic approaches to addressing the long-term sustainability of the WE-cycle program. With the Board's direction to explore various partnership scenarios and structures, WE-cycle and RFTA staff can return to the Board at a later date with estimated costs and a benefit and risk analysis of various partnership models.</p> <ul style="list-style-type: none"> • What could a partnership between two complementary regional transit services look like? • How could a partnership, structured in a variety of ways, benefit RFTA, WE-cycle, and its collective riders and the community? • How could a partnership better serve RFTA's member jurisdictions such that bike share can be easily implemented into local transit offerings? • How does bike share fit into the RFTA's Integrated Transportation Plan? • Could collaborating with WE-cycle be a more expedient means of reaching certain goals? • What are the respective partnership opportunities? • And the risks? <p>Of note, while bike share is a nascent industry, there is precedent nation-wide for Regional Transportation Authorities to operate bike share systems such that bike share is one of the many modes of travel offered by the RTA.</p>
Background Info:	<p>RFTA was the first Founding Partner of the WE-cycle bike share system, a 501(c)(3) nonprofit organization, serving the Roaring Fork Valley with bike transit services. WE-cycle complements RFTA's long-haul and fixed-route service by providing bikes as on-demand, 24/7, first/last mile connection to RFTA routes. WE-cycle was established as a public-private partnership with its revenue originating from three primary sources: pass sales, sponsorship, and grants.</p> <p>As of May 2016, the WE-cycle system features 190 bikes and 43 stations. 20 of the stations and 110 bikes are in the Aspen system with 23 stations and 80 bikes dispersed between Basalt, Willits, and El Jebel. A WE-cycle pass gives a rider access to unlimited 30-minute rides anywhere in the system. Overtime Fees are charged for each ride over 30 minutes. WE-cycle is used primarily for short, point-to-point trips with the Season Passholder average ride time being 8 minutes. Due to the valley's climate, WE-cycle only operates from May – November.</p> <p>RFTA has provided the following financial support to WE-cycle:</p> <p><u>Capital</u></p> <ul style="list-style-type: none"> • \$40,000 towards a WE-cycle station at Rubey Park in Aspen • \$50,000 towards a WE-cycle station at a Basalt BRT Station • Committed - \$50,000 towards a WE-cycle at the Glenwood 27th Street BRT Station <p><u>Operating</u></p> <ul style="list-style-type: none"> • 2015 - \$20,000 Grant • 2016 - \$25,000 Grant
Policy Implications:	Board End Statement 1.2.B.ii states, "Multi-modal transportation choices exist and are utilized through the jurisdiction."
Fiscal Implications:	Unknown at this time.
Attachments:	None.

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

Meeting Date:	August 11, 2016		
Agenda Item:	Resolution 2016-09: 2016 Supplemental Budget Appropriation		
Presented By:	Michael Yang, Director of Finance		
Options:	Adopt, amend and adopt, or not adopt Supplemental Budget Appropriation Resolution 2016-09		
Recommendation:	Adopt Supplemental Budget Appropriation Resolution 2016-09		
POLICY #:	2.5: Financial Planning/Budgeting		
Core Issues:	<p>Last month, the Elected Officials Transportation Committee (EOTC) approved to fund an Upper Valley Mobility Study focusing on the entrance to Aspen. This study will be conducted by the Parsons Transportation Group, Inc. through its existing contract with RFTA. It will be done in conjunction with and as a supplement to RFTA’s larger, multiphase ITSP that is currently underway with Parsons.</p> <p>The cost of the study is estimated to be approximately \$494,004. The Aspen Skiing Company has agreed to contribute \$10,000 to help fund a portion of this study and the remaining \$484,004 will be funded by the EOTC. RFTA is not funding any part of this study; as a result, there is no change to fund balance. The study is anticipated to take about 10 months to complete, so any unexpended funds in 2016 will need to be re-budgeted in 2017.</p> <p>Staff has identified and requesting the following 2016 budget appropriations that are needed:</p> <p><u>General Fund:</u></p> <ol style="list-style-type: none"> 1. Upper Valley Mobility Study – This resolution requests the additional funds needed: <ol style="list-style-type: none"> a. \$494,004 increase in Transit b. \$494,004 increase in Other Governmental Contribution 		
Policy Implications:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”		
Fiscal Implications:	<p>Net increase (decrease) to 2016 fund balance by fund:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 5px;">General Fund</td> <td style="padding: 5px; text-align: right;">\$ 0</td> </tr> </table>	General Fund	\$ 0
General Fund	\$ 0		
Backup Memo	Yes, please see Resolution 2016-09 attached.		

Director _____ moved adoption of the following Resolution:

BOARD OF DIRECTORS

ROARING FORK TRANSPORTATION AUTHORITY

RESOLUTION NO. 2016-09

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, August 11, 2016 and interested taxpayers were given an opportunity to file or register any objections to said supplemental budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Roaring Fork Transportation Authority that the following adjustments will be made to the 2016 budget as summarized herein:

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General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Other govt contributions	\$ 494,004	EOTC contribution (includes \$10,000 from ASC)
Total	\$ 494,004	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$ 20,678,000	-	\$ 20,678,000
Grants	3,633,100	-	3,633,100
Fares	4,594,000	-	4,594,000
Other govt contributions	2,865,886	\$ 494,004	3,359,890
Other income	449,140	-	449,140
Other financing sources	5,198,000	-	5,198,000
Total	\$ 37,418,126	\$ 494,004	\$ 37,912,130

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Transit	\$ 494,004	Upper Valley Mobility Study
Total	\$ 494,004	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$ 1,548,415	-	\$ 1,548,415
Transit	20,207,227	\$ 494,004	20,701,231
Trails & Corridor Mgmt	452,827	-	452,827
Capital	11,684,837	-	11,684,837
Debt service	2,318,980	-	2,318,980
Other financing uses	3,442,874	-	3,442,874
Total	\$ 39,655,160	\$ 494,004	\$ 40,149,164

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

Revenues and other financing sources	\$ 494,004
Less Expenditures and other financing uses	(494,004)
Net increase (decrease) in fund balance	\$ -

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 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
Total Net Change		\$ (2,237,034)	

* Audited

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 11th day of August, 2016.

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

By: _____
Jeanne McQueeney, Chair

I, the Secretary of the Board of Directors (the "Board") of the Roaring Fork Transportation Authority (the "Authority") do hereby certify that (a) the foregoing Resolution was adopted by the Board at a meeting held on August 11, 2016 (b) the meeting was open to the public; (c) the Authority provided at least 48 hours' written notice of such meeting to each Director and Alternate Director of the Authority and to the Governing Body of each Member of the Authority; (d) the Resolution was duly moved, seconded and adopted at such meeting by the affirmative vote of at least two-thirds of the Directors then in office who were eligible to vote thereon voting; and (e) the meeting was noticed, and all proceedings relating to the adoption of the Resolution were conducted, in accordance with the Roaring Fork Transportation Authority Intergovernmental Agreement, as amended, all applicable bylaws, rules, regulations and resolutions of the Authority, the normal procedures of the Authority relating to such matters, all applicable constitutional provisions and statutes of the State of Colorado and all other applicable laws.

WITNESS my hand this ____ day of _____, 2016.

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

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: August 11, 2016

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report				
	Jun-15	Jun-16	#	%
Service	YTD	YTD	Variance	Variance
City of Aspen	552,863	707,270	154,407	27.93%
RF Valley Commuter	1,327,548	1,302,978	(24,570)	-1.85%
Grand Hogback	43,705	49,959	6,254	14.31%
Aspen Skiing Company	434,437	467,171	32,734	7.53%
Ride Glenwood Springs	99,844	95,834	(4,010)	-4.02%
Glenwood N/S Connector		1,312	1,312	N/A
X-games/Charter	23,165	29,440	6,275	27.09%
Senior Van	1,660	2,036	376	22.65%
MAA Burlingame	5,235	5,420	185	3.53%
Maroon Bells	20,945	26,333	5,388	25.72%
Total	2,509,402	2,687,753	178,351	7.11%
Subset of Roaring Fork Valley Commuter Service with BRT in 2016				
	YTD June	YTD June	Dif +/-	% Dif +/-
Service	2015	2016		
Highway 82 Corridor Local/Express	474,599	436,114	(38,485)	-8%
BRT	421,841	424,140	2,299	1%
Total	896,440	860,254	(36,186)	-4%

Planning Department Update – David Johnson, Director of Planning

The “8-11-16 Planning Department Update.pdf,” can be found in the August 2016 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board meeting Agenda packet.

Finance Department Update – Mike Yang, Director of Finance

2016 Budget Year				
General Fund				
	June YTD			
	Actual	Budget	% Var.	Annual Budget
Revenues				
Sales tax (1)	\$ 8,062,445	\$ 7,789,771	3.5%	\$ 20,678,000
Grants (2)	\$ 480,990	\$ 480,990	0.0%	\$ 3,549,447
Fares (3)	\$ 2,143,639	\$ 2,078,527	3.1%	\$ 4,594,000
Other govt contributions	\$ 1,717,339	\$ 1,717,339	0.0%	\$ 2,865,886
Other income	\$ 302,130	\$ 274,319	10.1%	\$ 449,140
Total Revenues	\$ 12,706,543	\$ 12,340,946	3.0%	\$ 32,136,473
Expenditures				
Fuel	\$ 988,252	\$ 1,009,689	-2.1%	\$ 1,548,415
Transit	\$ 9,513,226	\$ 9,592,081	-0.8%	\$ 19,907,227
Trails & Corridor Mgmt	\$ 154,297	\$ 159,004	-3.0%	\$ 452,827
Capital	\$ 1,585,340	\$ 1,573,019	0.8%	\$ 10,005,284
Debt service	\$ 698,298	\$ 698,298	0.0%	\$ 2,318,980
Total Expenditures	\$ 12,939,413	\$ 13,032,090	-0.7%	\$ 34,232,733
Other Financing Sources/Uses				
Other financing sources	\$ 30,581	\$ 30,581	0.0%	\$ 5,172,000
Other financing uses	\$ (1,191,198)	\$ (1,191,198)	0.0%	\$ (3,242,874)
Total Other Financing Sources/Uses	\$ (1,160,617)	\$ (1,160,617)	0.0%	\$ 1,929,126
Change in Fund Balance (4)	\$ (1,393,487)	\$ (1,851,760)	24.7%	\$ (167,134)

- (1) Sales tax revenue is budgeted and received two months in arrears (i.e. April sales tax is received in June).
- (2) Grant revenues will be recorded when available for reimbursement.
- (3) Through May, fare revenue is up approx. 6% over the prior year. This increase is primarily attributable to the timing of bulk pass orders by outlets and businesses. The new fare increase for the Maroon Bells Bus Tour has not negatively impacted ridership – ridership and fares are up 26% and 40%, respectively. The chart below provides a YTD June 2015/2016 comparison of actual fare revenues and ridership on RFTA fare services:

Fare Revenue:	Jun-15	Jun-16	Increase/ (Decrease)	% Change
Regional Fares	\$ 1,963,460	\$ 2,064,003	\$ 100,543	5%
Other Service/Maroon Bells	\$ 50,016	\$ 70,156	\$ 20,140	40%
Advertising	\$ 14,084	\$ 9,479	\$ (4,605)	-33%
Total Fare Revenue	\$ 2,027,560	\$ 2,143,638	\$ 116,078	6%
Ridership on RFTA Fare Services:	Jun-15	Jun-16	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	474,559	436,114	(38,445)	-8%
BRT	421,841	424,140	2,299	1%
SM-DV	43,761	44,343	582	1%
Maroon Bells	20,945	26,333	5,388	26%
Grand Hogback	43,705	49,959	6,254	14%
Total Ridership on RFTA Fare Services	1,004,811	980,889	(23,922)	-2%
Avg. Fare/Ride	\$ 2.00	\$ 2.16	\$ 0.17	8%
Avg. Fare/Ride MB	\$ 2.39	\$ 2.66	\$ 0.28	12%

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

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage June 2016 YTD				Hours June 2016 YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	1,988,873	2,004,829	(15,956)	-0.8%	90,619	89,474	1,145	1.3%
City of Aspen	280,898	269,512	11,386	4.2%	30,590	30,025	565	1.9%
Aspen Skiing Company	198,791	209,008	(10,217)	-4.9%	14,047	14,017	30	0.2%
Ride Glenwood Springs	59,938	62,664	(2,726)	-4.4%	4,877	4,862	15	0.3%
Grand Hogback	106,360	111,378	(5,018)	-4.5%	4,251	4,157	94	2.3%
Specials/Charter	4,572	3,825	747	19.5%	435	600	(165)	-27.5%
Senior Van	9,248	9,368	(120)	-1.3%	1,100	913	187	20.5%
MAA Burlingame	1,317	2,579	(1,262)	-48.9%	241	222	19	8.6%
Maroon Bells	9,514	8,913	601	6.7%	708	720	(12)	-1.7%
Total	2,659,511	2,682,076	(22,565)	-0.8%	146,868	144,990	1,878	1.3%

2017 RFTA Annual Budget – Schedule

2017 Annual Budget Schedule		
Date	Activity	Status
8/11/2016	Discussion/Direction/Action: Preliminary planning initiatives, assumptions and issues.	<i>On schedule</i>
9/8/2016	Presentation/Direction/Action: 1 st draft budget presentation	<i>On schedule</i>
10/13/2016	Presentation/Direction/Action: 2 nd draft budget presentation	<i>On schedule</i>
11/10/2016	Public Hearing: Final budget presentation and adoption	<i>On schedule</i>

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

Facilities and Bus Stop Maintenance August 11, 2016 Capital Projects Update

AMF Phase 3- Indoor Bus Storage:

- The floor slabs for the first section of the indoor bus parking have been poured
- The paving of the employee parking lot in front of the modular office building was laid Friday, July 29th
- The first delivery of the steel for the walls and roof of the indoor bus parking expansion was delivered to the site August 1st and the framing of the walls and roof of the facility has begun

AMF Phase 4- Inspection Canopy, Drive Lanes and Building Cladding:

- The canopy is structurally connected to the front of the new building and the connections will be installed as part of the expansion framing process
- The replacement of the cladding on the existing building is set to begin the first two weeks of August

West Glenwood Springs Park and Ride/ GMF Phase 1A Expansion Project:

- In what is essentially an excavation project, the contractor has been busy moving fill dirt from the GMF side of Wulfsohn Road to the park and ride side and placing the fill to facilitate the

construction of the park and ride and create the space needed to stage buses for mitigating the impacts of the Grand Avenue bridge project

GMF Expansion Project:

- The Shrewsbury/Iron Horse team delivered the 90% design affirmation report to staff and staff is currently reviewing and commenting on this document

New Castle Park and Ride:

- The park and ride is about 60 days ahead of schedule and nearing completion. The light poles and landscaping are the last major items left to complete
- Staff is working with the Town of New Castle to find a date for a ribbon cutting the first week of September to officially open the facility to the public

Basalt Underpass

- The first of the utility moves are scheduled to begin the middle of August. Comcast and Centurylink will be temporarily relocating their utilities to accommodate the project
- As soon as it can be confirmed by the project biologist that there are no migratory birds nesting in the cottonwood trees on the north side of Highway 82, these trees will be removed
- As of this report, there is no official schedule for the project but staff expects the contractor, Old Castle Group, to mobilize onto the site the beginning of September

Facilities Updates

Glenwood Maintenance Facility:

- There are no significant items to report

Carbondale Maintenance facility:

- There are no significant items to report

Aspen Maintenance Facility:

- There are no significant items to report

RFTA Bus Stops and Park and Ride Lots:

- There are no significant items to report

Facilities, Rail Corridor & Trail Update

RFTA Employee Housing

- The Main Street apartment complex in Carbondale, a 5 unit complex with 7 beds, is currently at **100%** occupancy.
- The Parker House apartment complex in Carbondale, a 15 unit complex with 23 beds unit, is currently at **96%** occupancy.
- RFTA's allotment of long-term housing at Burlingame in Aspen, consisting of four one-bedroom units, is currently at **100%** occupancy.
- RFTA Permanent employee housing is currently at **97%**.
- RFTA has also secured an additional two bedroom summer seasonal housing unit in Snowmass Village from SKICO. RFTA signed a master lease agreement with SKICO, similar to the lease RFTA has with Burlingame. This seasonal housing unit is at **100%** occupancy.

RFTA Railroad Corridor

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

- Staff is in the process of securing a new *Federal Railroad attorney* to assist us with several projects related to the Railroad Corridor. Staff has selected a new firm and hopes to have new counsel under contract in the next couple of weeks.
- An update to the 2005 Comprehensive Plan. ***The first document to be updated is the Access Control Plan. This item will be on the agenda for a first reading September 8th, 2016 with a second reading October 13, 2016.***
- Once the draft versions of ACP and DG are finalized and approved by the RFTA Board then staff will send out both documents to GOCO, with an updated list of crossings including existing crossings that have not been previously approved, any potential new crossings being proposed currently as well as any new crossings that might be on the horizon, to secure GOCO's approval of the ACP, DG and updated list of crossings. ***A final version of the ACP and DG with all associated documentation is available on the RFTA website at <http://www.rfta.com/trail-documentation/>.***
- With the final version of the ACP accepted by the RFTA Board of Directors, staff will work with the attorneys to review and update the existing templates & formats that RFTA is using for licensing in the Rail Corridor.
- The final version of the ACP and DG will also allow staff to finalize a process and fee structure for RFTA that will enable it to have railroad and legal experts review, assess and report on proposed development impacts along the corridor along with recommendations regarding potential mitigation of the impacts that RFTA can provide to permitting jurisdictions.
- Once the process for the ACP is complete and the forms and review process has been finalized, staff will begin updating the rest of the Comprehensive Plan, the Recreational Trails Plan and the Executive summary documents to bring back to the RFTA Board for a review and direction.
- Staff continues working on issues related to the Federal Grant Right-of-Way (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 32nd Street. Staff has been and continues to work with the four (4) adjacent neighbors in this subdivision to do an exchange of bargain and sale deeds to clear up any title issues related to their individual parcels. The properties, and in some cases the structures were unintentionally built into the fgrow area back in 1948 due to some survey errors. Staff has provided copies of the bargain and sale deed documents to the property owners and one of the property owners is in the process of having the documents reviewed by their attorney. They will be getting back to staff in the next few weeks with any questions and/or comments regarding the documents. Staff will continue to provide an update on this process monthly until a final settlement with the adjacent property owners has been reached (Ongoing);
- **Recreational Trails Plan update** - Staff will begin working on the update for the Recreational Trails Plan in January of 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 be working with the Pitkin County Open Space and Trails team to establish a permanent location for their 20' trail easement. Updates on this process will be provided at the February 9th RFTA Board meeting.
- **River Edge Colorado** (*Sanders Ranch/Bair Chase/River Bend/Cattle Creek development*)- No new update on this project (On Hold);

- **South Bridge** - No update this month (Ongoing);
- **8th Street Crossing Project by CDOT and the City of Glenwood Springs** - Staff has executed the Temporary Easement Agreement and is in the process of reviewing the updated plan set in preparation for signing the Construction Agreement with CDOT. CDOT is in the middle of updating the Environmental Assessment for the Grand Avenue Bridge project and anticipates construction of the 8th Street detour sometime after Labor Day (Ongoing).



Rio Grande Trail Update

- Staff is actively working to beautify the corridor through Carbondale
 - ACRE Narrative Design has created the master plan for the Rio Grande ArtWay! It is on RFTA's website to get public feedback. <http://www.rfta.com/trail-documentation/>
 - Please review the Master Plan and contact Brett Meredith with comments
- Staff secured a Colorado Parks and Wildlife grant to fund a soft-surface trail through Carbondale
 - The pre-bid construction meeting for this project took place on August 4, 2016 and construction is anticipated to begin around the end of September
 - Funding is needed for picnic areas, art installations, native landscapes, a Latino Folk Art Garden, and creating a play area for youth
 - Staff presented this project to the Carbondale Rotary Club to seek support (monetary and hands on) for the soft-surface trail
- Staff has been clearing sight lines along the trail by removing tree limbs and brush
- Staff has been coordinating a project with RFOV to improve the river access at the Satank Bridge. There is a volunteer day scheduled for August 13th. Staff is hoping to accomplish some smaller projects with volunteer help as well. Feel free to come and help with this fun project
- Staff has been working with the Procurement Department on a noxious weed control program utilizing goats
 - The contract with Goat Green is in the final stages and staff anticipates having goats in the Corridor sometime around the end of September. Updates to the Board will be provided as needed and staff is planning for a robust public outreach program to let people know what to expect
- Trail Staff has been busy pulling weeds, and not a drop of herbicide has been used to date!