

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

TIME: 8:30 a.m. – 11:30 a.m., Thursday, January 11, 2018

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: Paul Taddune, General Counsel: Two Matters: 1) Pursuant to C.R.S. 24-6-402(4)(b) conferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions concerning potential and pending litigation (Sos/Alpine Tire); and 2) Pursuant to C.R.S. 24-6-602 (e) and (f): CEO Performance Review		Executive Session	8:31 a.m.
3	Approval of Minutes: RFTA Board Meeting, November 9, 2017, page 3		Approve	9:31 a.m.
4	Public Comment: Regarding items not on the Agenda (up to one hour will be allotted if necessary, however, comments will be limited to three minutes per person)		Public Input	9:32 a.m.
5	Items Added to Agenda – Board Member Comments:	4.3.3.C	Comments	9:35 a.m.
6	Consent Agenda: A. Adoption of Federally Mandated Changes to RFTA Drug and Alcohol Policy – Dave Iverson, Operations Manager & Program Manager for RFTA’s Drug and Alcohol Testing Program and Kent Blackmer, Co-Director of Operations, page 9 B. Intergovernmental Agreement for Garfield County Senior Programs – Traveler Services 2018 – Dan Blankenship, CEO, page 10 C. Seven-Party Memorandum of Understanding Regarding Garfield County Senior Programs for 2018 – Dan Blankenship, CEO, page 11	2.8.11 2.8.11 4.2.5 4.2.5	Approve Adopt Approve Approve	9:40 a.m.
7	Public Hearing: A. Resolution No. 2018-01: 2018 Supplemental Budget Resolution – Michael Yang, CFAO, page 12 B. Resolution No .2018-02: 2017 Supplemental Budget Resolution – Michael Yang, CFAO, page 19	4.2.5 4.2.5	Adopt Adopt	9:45 a.m.
8	Presentation/Action Items: A. Rio Grande Railroad Corridor Access Control Plan Update – Dan Blankenship, CEO and Angela Henderson, Assistant Director of Project Management and Facility Operations, page 23 B. Integrated Transportation System Plan Update – Ralph Trapani, PTG, page 26	4.2.5	Continuance Discussion/ Direction	10:00 a.m. 10:35 a.m.
(Agenda Continued on Next Page)				

	Agenda Item	Policy	Purpose	Est. Time
9	Board Governance Process:			
	A. Resolution No. 2018-03: Election of RFTA Board Officers for 2018 – Paul Taddune, General Counsel, <i>page 27</i>	4.2.2.C	Election	11:10 a.m.
10	Information/Updates:			
	A. CEO Report – Dan Blankenship, CEO, <i>page 29</i>	2.8.6	FYI	11:15 a.m.
11	Issues to be Considered at Next Meeting:			
	To Be Determined at the January 11, 2018 Meeting	4.3	Meeting Planning	11:20 a.m.
12	Next Meeting: 8:30 a.m. - 11:30 a.m., February 8, 2018, Carbondale Town Hall	4.3	Meeting Planning	11:25 a.m.
13	Adjournment:		Adjourn	11:30 a.m.

Mission/Vision Statement:

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

Values Statements:

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

**ROARING FORK TRANSPORTATION AUTHORITY
BOARD MEETING MINUTES
November 9, 2017**

Board Members Present:

Mike Gamba-Vice-Chair (City of Glenwood Springs); Art Riddile (Town of New Castle); Dan Richardson (Town of Carbondale); Jeanne McQueeney (Eagle County); Markey Butler (Town of Snowmass Village)

Voting Alternates Present:

Ann Mullins (City of Aspen); Greg Poschman (Pitkin County)

Non-Voting Alternates Present:

Ben Bohmfalk (Town of Carbondale); Greg Russi (Town of New Castle)

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; Dina Farnell and Amy Burdick, Facilities & Trails Department; Jason White, Planning Department; Kent Blackmer, Operations; Paul Hamilton and Brittany Dreher, Finance Department; Ed Cortez, Bus Operator and President ATU Local 1774

Visitors Present:

Ralph Trapani (Parsons); Bill Ray (WR Communications); John Krueger (City of Aspen); Tanya Allen and Deborah Figueroa, City Manager (City of Glenwood Springs); Karl Hanlon, City Attorney (City of Glenwood Springs); Mark Rinehart, ATU Local 1774 Financial Secretary, Scott Condon, Aspen Times Reporter

Agenda

1. **Roll Call:**

Mike Gamba (acting Chair) called the RFTA Board of Directors to order at 8:35 a.m. Gamba declared a quorum to be present (7 member jurisdictions present) and the meeting began at 8:36 a.m.

2. **Approval of Minutes:**

Dan Richardson moved to approve the minutes of the October 12, 2017 Board Meeting and Jeanne McQueeney seconded the motion. The motion was unanimously approved.

3. **Public Comment:**

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

Ed Cortez discussed the recent, serious assaults on RFTA bus drivers. He stated that the assaults have become more frequent and more violent. Policies need to be put in place which outline the procedures and protocols that are to be taken in order to better protect bus drivers. In Mr. Cortez's opinion the seriousness of the attacks stem from passenger consumption of alcohol before and while aboard the bus. Security for RFTA bus drivers needs to be considered, and actions and steps need to be taken to ensure their safety.

Mike Rinehart shared the most recent In-Transit publication, which is created by the ATU, with the Board. An article in the publication pertains to the International ATU launching a campaign which will demand healthy, safe and secure work areas for all transit drivers. Rinehart stated that he and other members of the ATU look forward to further discussions with the RFTA Board of Directors regarding the safety and security of bus drivers.

Dan Blankenship stated that this is an item that will be discussed in a future Board meeting. In order to ensure the safety and security of RFTA bus drivers, suggestions and input from a Taskforce, made up of RFTA bus drivers, will be necessary, allowing the Board to appropriately modify current Policies and Procedures.

Gamba questioned if each incident, passenger or driver related, resulted in a report, and if those reports could be combined into a single report which details time and location of the incident, and the circumstances behind the incident. A detailed report would allow the Board to better determine what actions should be taken.

Dan Blankenship stated that when an incident occurs on a bus, an Incident Report is created by the bus driver and a supervisor, and if available, a police report. RFTA buses are also equipped with video surveillance, which could be included in the single report. A single incident report will be created for the Board, to help them better understand particular situations which lead to these incidents.

Gamba closed Public Comments at 9:07 a.m.

4. Items Added to Agenda – Board Member Comments:

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

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

Art Riddile stated that he noticed that the number of vehicles at the Park-n-Ride in New Castle has declined since the opening of the Grand Avenue Bridge (GAB), however there are still a considerable number of individuals riding the bus. It seemed to him that there are more vehicles at the Park-n-Ride in New Castle now than before the GAB project.

Richardson questioned Dan Blankenship about how the search for the new Chief Operations Officer (COO) was going.

Blankenship stated that Kurt Ravenschlag has been selected as the new RFTA COO, and he will be starting with RFTA on January 15, 2018.

Gamba closed Board comments at 9:12 a.m.

5. Presentation/Action Items:

A. Approval of Glenwood Springs 8th Street IGA/Easement Amendments – Dan Blankenship, CEO and Karl Hanlon, City Attorney (City of Glenwood Springs)

Karl Hanlon stated that the Glenwood Springs 8th Street IGA/Easement Amendments being presented are the same as the those presented at the October 12, 2017 Board meeting, with a few corrected typos and some requested wording added. The corrections and additions to the Glenwood Springs 8th Street IGA/Easement Amendments were:

- The October document referenced the agreement between CDOT and the City, however, the agreement was originally between CDOT and RFTA.
- In number three (3), b. Section 4 there was an addition of the words “within 24 months of a judicial determination of non-extinguishment.”

- Per a request from Dan Richardson, number four (4), Section 8, a fourth bullet was added reading; “The City Shall maintain the 7th Street crossing such that it can be used or modified to be used as a vehicle crossing during the period that the above described interim crossing is in place.”

Minor typos which need to be corrected; 1) number three (3), c. which currently states “if the City is successful **and** extinguishing the UPRR,” needs to be corrected to read “if the City is successful **at** extinguishing the UPRR”; and 2) number three (3), a. which currently states “provided for in the contract **by in** between CDOT,” needs to be corrected to read “provided for in the contract between CDOT.”

RFTA staff requested that the Board approve the Glenwood Springs 8th Street IGA/Easement Amendments, with the minor typos corrected, and subject to the legal counsel’s signoff on the legal description.

Markey Butler moved to approve the Glenwood Springs 8th Street IGA/Easement Amendments, with the corrections and signoff on the legal description and Riddile seconded the motion.

A Roll Call Vote was Taken:

Mike Gamba	Yes
Art Riddile	Yes
Dan Richardson	Yes
Jeanne McQueeney	Yes
Markey Butler	Yes
Greg Poschman	Yes
Ann Mullins	Yes

The motion was unanimously approved.

B. [Integrated Transportation System Plan Update](#) – Ralph Trapani, PTG

Ralph Trapani stated that the ITSP was presented to the Intermountain Transportation Planning Region (IMTPR) on October 20, 2017. During the presentation Trapani and David Johnson presented “What is RFTA” and explained the ITSP process and the proposed improvement list, and discussed revenue sources.

Trapani presented the Board with a comparison of what improvements could be made with a 3.75 Mill Levy versus a 5 Mill Levy. Improvements that would be significantly impacted by the 3.75 Mill Levy were:

- Service alternative for UVMS optimized BRT service from Brush Creek intercept lot to Aspen (replace current buses with electric buses);
- Service alternative for UVMS optimized BRT service from Brush Creek intercept lot to Aspen (build preferred alignment, dedicated bus lanes, station improvements);
- PNR enhancements at Brush Creek for UVMS enhancements;
- PNR improvements in New Castle (SH-6/Burning Mountain);
- Expanded Glenwood Maintenance Facility (GMF);
- Terminal charging at GMF; and
- Employee housing and Carbondale Maintenance Facility office projects.

Community outreach and update meetings have been completed with the Garfield County Commissioners, Pitkin County, and the Glenwood Chamber. Meetings have been confirmed for the Town of Snowmass Village, City of Glenwood Springs, Town of Carbondale, and City of Aspen. Meetings that still need to be scheduled are with the Town of Basalt, Town of New Castle, Aspen

Chamber, Rifle Regional Economic Development Corporation, and the Roaring Fork Valley Regional Planning Commission.

During Stage IV (Establishing a Financial Plan), the following items will be presented to the Board; the final Efficiency and Organizational Structure Review report and the final ITSP report. Parsons will also provide assistance with developing potential revenue sources, financing strategies, and financial implementation plans.

Butler left the Board meeting at 10:07 a.m., a quorum was still retained.

C. [2018 RFTA 5-Year Strategic Plan Update](#) – David Johnson, Director of Planning

David Johnson presented the Draft RFTA 5-Year Strategic Plan Update and stated that any revisions or suggestions would be helpful in processing the final update which will be presented in February.

McQueeney stated that the current Plan has too many goals, and stated that it should have three (3) to five (5) major goals. She suggested that once those major goals are established then some of the other goals could be encompassed into those major goals.

Blankenship stated that staff would work on determining the three (3) to five (5) major goals categories and place the current goals within those major goals. The revised Strategic Plan Update will be brought back to the Board at the February 8, 2018 Board meeting.

D. [Rio Grande Railroad Corridor Access Control Plan Update](#) – Dan Blankenship, CEO and Angela Henderson, Assistant Director of Project Management & Facilities Operations

Ann Mullins moved to continue the Rio Grande Railroad Corridor Access Control Plan Update until the February 8, 2018 Board Meeting and Richardson seconded the motion. The motion was unanimously approved.

6. [Public Hearing:](#)

A. **Resolution 2017-12: Adoption of 2018 RFTA Budget** – Michael Yang, CFAO

Michael Yang highlighted the 2018 Budget, and which items impact the budget including:

- Stage 4 of the ITSP;
- Increased security;
- Implementation compensation plan wage scale adjustments;
- Bus replacements (4 transit diesel buses);
- Enhanced regional commuter service to Snowmass Village;
- Ongoing support for WE-Cycle;
- Completion of the Rio Grande Railroad Corridor Comprehensive Plan; and
- Updating the CEO and Management Team Succession Plan and Training Plan for employees (RFTA Supervisor Academy and the Learning Management System).

Items that are not reflected in the budget are, 1) the Battery Electric Bus upgrade which will utilize a FTA LoNo Grant and a FTA Section 5339 Bus and Bus Facilities Grant; and 2) the City of Aspen Mobility Lab service adjustments.

RFTA currently has a \$44.7 million total Budget with \$35.7 million Operating, \$4.6 million Capital, and \$4.5 million Debt Service. RFTA is expecting usage of the capital budget for \$2.1 million for four (4) diesel bus replacements and \$1.2 million for facilities improvements. Revenue is expected to increase for sales tax and service contracts (+2%), fare revenue (+3%), and local government contributions

(+26%). RFTA staff consulted with each member jurisdiction's finance department to obtain their sales tax estimate for 2018, which resulted in an overall increase of approximately 2%. Any unexpended 2017 budget will be re-budgeted in 2018.

The 2018 budget includes six (6) non-profit and quasi-governmental requests for as follows:

- WE-Cycle, \$100,000 – year one of 5-year commitment
- Garfield Clean Energy, \$30,000 - ongoing
- Northwest Colorado Council of Governments, \$4,000 - ongoing
- Lower Valley Trails Group (LoVa) and the Town of New Castle, \$10,000 – grant match
- U.S. Forest Service, \$15,000 – Maroon Creek Corridor Study
- Carbondale Arts and the Town of Carbondale, \$10,000 – grant match

Management is developing a funding strategy for RFTA's short- and long-term capital needs, which include: financing options, seeking out grant opportunities, use of reserves in the fund balance, seeking additional revenue streams, and reducing operating costs. Immediate capital needs are: 1) replacing buses that have exceeded their useful lives and refurbishing buses to extend their useful lives; and 2) Glenwood Maintenance Facility renovation and expansion project. RFTA's long range financial forecast challenges are capital replacement, uncertainty regarding Federal and State assistance, and forecasted growth in region and transit demand.

Gamba ask if any member of the public would like to make a comment on Resolution 2017-12: Adoption of 2018 RFTA Budget. There were no comments from the public. Gamba closed public comments at 11:22 a.m.

Richardson moved to approve the Resolution 2017-12: Adoption of 2018 RFTA Budget and McQueeney seconded the motion.

A Roll Call Vote Was Taken

Mike Gamba	Yes
Art Riddile	Yes
Dan Richardson	Yes
Jeanne McQueeney	Yes
Greg Poschman	Yes
Ann Mullins	Yes

The motion was unanimously approved.

B. Resolution 2017-13: Appropriation of Sums for the 2018 Budget Year – Michael Yang, CFAO

Gamba ask if any member of the public would like to make a comment on Resolution 2017-13: Appropriation of Sums for the 2018 Budget Year. There were no comments from the public. Gamba closed public comments at 11:23 a.m.

Richardson moved to approve Resolution 2017-13: Appropriation of Sums for the 2018 Budget Year and Greg Poschman seconded the motion.

A Roll Call Vote Was Taken

Mike Gamba	Yes
Art Riddile	Yes
Dan Richardson	Yes
Jeanne McQueeney	Yes
Greg Poschman	Yes
Ann Mullins	Yes

The motion was unanimously approved.

7. Board Governance Process:

A. CEO Performance Review – Dan Blankenship, CEO

A subcommittee was formed to discuss the CEO's Performance Review. Members of the CEO Performance Review subcommittee are Jeanne McQueeney, Dan Richardson, and George Newman.

8. Information/Updates:

A. CEO Report – Dan Blankenship, CEO

Dan Blankenship state that the most notable accomplishment recently was the completion of the Grand Avenue Bridge (GAB) project. He and a significant number of the community attended the celebration for the grand opening of the bridge.

Blankenship informed the Board that over the course of the year, with all of the delays and detours during the GAB construction, the Ride Glenwood Springs (RGS) bus struggled to stay on schedule and required back-up service, which caused the RGS budget to be blown. Blankenship recommended to the Board that RFTA be allowed to charge-out that additional service, which was provided over and above the budget, at-cost to the City of Glenwood Springs.

The RFTA Financial Department will compile the at-cost amount that RFTA would bear for the additional back-up service provided for the Ride Glenwood Springs and present it to the Board at a future Board meeting.

9. Issues to be Considered at Next Meeting:

- A. Safety and Security of Bus Drivers**
- B. CEO Performance Review**

10. Next Meeting: 8:30 a.m. - 11:45 a.m., January 11, 2018 at Carbondale Town Hall, 511 Colorado Ave.

Riddile moved to cancel the December 14, 2017 Board Meeting and Poschman seconded the motion. The motion was unanimously approved.

11. Adjournment:

Gamba adjourned the November 9, 2017 Board meeting at 11:34 a.m.

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

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

Meeting Date:	January 11, 2018
Agenda Item	Adoption of Federally Mandated Changes to RFTA Drug and Alcohol Policy
Policy #:	2.8.11 Board Awareness & Support
Strategic Goal:	Value: Safety is RFTA’s highest priority
Staff Recommends:	Please approve the Intergovernmental Agreement for Garfield County Senior Programs Traveler Services – 2018 and authorize the RFTA Chairman to execute it.
Presented By:	Dave Iverson – Operations Manager & Program Manager for RFTA’s Drug and Alcohol Testing Program Kent Blackmer - Co-Director of Operations
Core Issues:	<p>On January 1, 2018, the USDOT will mandate testing for “opioids” along with opiates. This has become necessary due to the wide spread misuse of prescription drugs.</p> <p>Mandatory Edits to RFTA Drug and Alcohol Policy: Effective date: January 1, 2018</p> <p>All clarifications listed below are mandated in accordance with DOT 49 CFR part 40, 655 and the Federal Transit Administration (FTA).</p> <ol style="list-style-type: none"> 1. Edits to the policy: Simply replace the word opiates with opioids. Also change any reference to MDEA (3,4-Methylenedioxyethamphetamine) to just MDA. 2. Starting January 1, 2018 all new employees will be issued the edited Drug and alcohol Policy.
Background Info:	See Core Issues.
Policy Implications:	Board Awareness and Support policy 2.8.11 states, “The CEO may not fail to supply for the Board’s consent agenda, along with applicable monitoring information, all decisions delegated to the CEO yet required by law, regulation or contract to be Board-approved.”
Fiscal Implications:	Failure to approve the federally mandated changes could jeopardize grant funding from the Federal Transit Administration.
Attachments:	No.

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

Meeting Date:	January 11, 2018
Agenda Item:	Intergovernmental Agreement for Garfield County Senior Programs Traveler Services – 2018
Presented By:	Dan Blankenship, Chief Executive Officer
Policy #:	4.2.5: Board Job Products
Strategic Goal:	Build Partnerships with Garfield County and Western Garfield County Communities
Staff Recommends:	Please approve the Intergovernmental Agreement for Garfield County Senior Programs Traveler Services – 2018 and authorize the RFTA Chairman to execute it.
Core Issues:	<ol style="list-style-type: none"> 1. In 2008, RFTA was designated the provider of the Traveler Senior Transportation Program services, which it has provided from 2009 through 2016 pursuant to the Intergovernmental Agreement for Garfield County Senior Programs - Traveler Program. 2. Garfield County has updated the IGA for 2018. 3. Staff is requesting the Board to approve the IGA and authorize the Board Chairman to execute it.
Background Information:	See Core Issues
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:	The total estimated budget for the Traveler in 2018 is \$689,000. RFTA will be reimbursed by Garfield County for its documented expenses connected with providing the Traveler transportation service in 2018, up to \$511,000. The City of Glenwood Springs will also contribute \$30,000 to RFTA to defray costs related to the ADA Complementary Paratransit Service that it receives from the Traveler. In addition to these amounts, RFTA is contributing \$149,000 towards the Traveler’s expenses in 2018 to defray the prorated cost allocated to its members (Glenwood Springs, Carbondale, and New Castle) by the County’s cost allocation methodology. However, RFTA anticipates receiving a \$40,000 administrative fee payment for providing the service that will reduce its net contribution to the Traveler to approximately \$109,000.
Attachments:	Please see “2018 Traveler IGA.pdf” included in the January 2018 RFTA Board Meeting Portfolio.pdf attached to e-mail transmitting the RFTA Board Agenda packet.

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

Meeting Date:	January 11, 2018
Agenda Item:	7-Party Memorandum of Understanding (MOU) Regarding Garfield County Senior Programs for 2018
POLICY #:	4.2.5: Board Job Products
Strategic Goal	Build Partnerships with Garfield County and Western Garfield County Communities
Presented By:	Dan Blankenship, Chief Executive Officer
Recommendation:	Please approve the 7-Party MOU and authorize the RFTA Chairman to execute it.
Core Issues:	<ol style="list-style-type: none"> 1. The provision of Garfield County Senior Programs, including congregate meal/nutrition services and Traveler transportation services is a cooperative effort involving 7 governmental entities as follows: Garfield County, City of Rifle, Town of Carbondale, City of Glenwood Springs, Town of New Castle, Town of Silt, and RFTA. 2. The parties set forth the terms and conditions of their cooperative provision, administration, and funding of the Senior Programs for senior citizens in Garfield County pursuant to an 7-Party MOU, which explains who is responsible for various aspects of Senior Programs. RFTA is designated the provider of the Traveler transportation services, which it provides pursuant to a separate IGA with Garfield County (see Agenda Item 6.B., above). 3. Each year, the actual financial contributions of the 7-Party IGA participants, which help to support the Senior Programs, are established by the terms of the 7-Party MOU. The MOU sets forth the level of services to be provided in each community and the methodology for determining the financial contributions of the 7-Party MOU’s participants. 4. Staff recommends that the RFTA Board approve the Garfield County Senior Programs 7-Party MOU and authorize the RFTA Chairman to execute it.
Background Info:	See Core Issues above.
Policy Implications:	Board Job Products Policy 4.2.5 states, “The Board will approve RFTA’s annual operating budget (subject to its meeting the criteria set forth in the Financial Planning/Budget policy).”
Fiscal Implications:	The total estimated budget for the Traveler in 2018 is \$689,000. RFTA will be reimbursed by Garfield County for its documented expenses connected with providing the Traveler transportation service in 2018, up to \$511,000. The City of Glenwood Springs will also contribute \$30,000 to RFTA to defray costs related to the ADA Complementary Paratransit Service that it receives from the Traveler. In addition to these amounts, RFTA is contributing \$149,000 towards the Traveler’s expenses in 2018 to defray the prorated cost allocated to its members (Glenwood Springs, Carbondale, and New Castle) by the County’s cost allocation methodology. However, RFTA anticipates receiving a \$40,000 administrative fee payment for providing the service that will reduce its net contribution to the Traveler to approximately \$109,000.
Attachments:	Please see “7 Party MOU. final.pdf” included in the January 2018 RFTA Board Meeting Portfolio.pdf attached to e-mail transmitting RFTA Board Agenda packet.

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

Meeting Date:	January 11, 2018
Agenda Item:	Resolution 2018-01: 2017 Supplemental Budget Appropriation
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance
POLICY #:	2.5: Financial Planning/Budgeting
Strategic Goal:	N/A
Recommendation:	Adopt Supplemental Budget Appropriation Resolution 2018-01.
Core Issues:	<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 outlay and related grants for bus replacements/refurbishments to the subsequent budget year as a result of timing issues. In addition, there is a true-up of costs for the Grand Avenue Bridge (GAB) transit mitigation plan and related expenditures.</p> <p><i>(Please note that at the March Board meeting, staff anticipates to carry-forward unexpended budget for capital projects (i.e. ITSP, GMF expansion, etc.) and related grants after December 2017 bills have been received and paid.)</i></p> <p><u>General Fund:</u></p> <ol style="list-style-type: none"> 1. Due to timing, the following budgets will need to be carry-forward from 2017 and re-appropriated in 2018: <ol style="list-style-type: none"> a. Bus Replacements (2 Gillig CNG Commuter Coach buses) <ol style="list-style-type: none"> i. \$950,000 decrease in Grant Revenue (CDOT FASTER) ii. \$1,187,500 decrease in Capital Outlay b. Bus Refurbishments (4) <ol style="list-style-type: none"> i. \$600,000 decrease in Capital Outlay c. Traveler Vans (2) <ol style="list-style-type: none"> i. \$80,500 decrease in Grant Revenue (GCFMLD) ii. \$115,000 decrease in Capital Outlay 2. Repurpose existing budget for GAB true-up – the expenditures and funding to operate and support the GAB transit mitigation plan are recorded in the Service Contract Special Revenue Fund (SRF). The original budget was estimated to be \$481,000 and funded by contributions of \$335,000 from the EOTC, \$25,000 from Garfield County, and \$121,000 from RFTA through a transfer from its General Fund. <p>The actual cost was approximately \$815,695, or \$334,695 over the original budget. Staff identified \$335,000 of existing budget in the General Fund to cover the additional costs, of which \$286,052 were attributable to savings (\$137,000 from capital and \$149,052 from operating) and \$48,948 were previously appropriated for housing through a supplemental budget resolution.</p>

This resolution will repurpose \$335,000 of existing budget as a transfer to the Service Contract SRF:

- i. \$335,000 increase to Other Financing Uses
- ii. \$137,000 decrease in Capital Outlay
- iii. \$198,000 decrease in Transit

Service Contract Special Revenue Fund:

- 1. **True-up budgets already appropriated for the GAB Transit Mitigation Plan** – The original budget was estimated to be \$481,000 and funded by contributions of \$335,000 from the EOTC, \$25,000 from Garfield County, and \$121,000 from RFTA through a transfer from its General Fund.

Now that the GAB service ended on December 8, 2017, staff tabulated the total costs incurred to run and support the GAB service. The total actual costs were approximately \$815,695, or \$334,695 over the original estimate. The overage was attributable to the increase in service levels (mostly due to the need to operate back up buses to keep up with demand), overtime for bus operators, shift premiums for bus operators and mechanics, bonuses for extra efforts by the facilities staff and also management personnel, additional parking lots and costs related to signage and minor improvements at bus stops and park and rides, and additional employee housing for the extra bus operators needed to support the GAB service.

The following budget appropriations are needed to true-up the GAB costs and increase the transfer from the General Fund:

- i. \$335,000 increase in Other Financing Sources
- ii. \$304,649 increase in Operating
- iii. \$30,351 increase in Fuel

GAB - Service Contract SRF			
Description	Actuals	Budget	Difference
Total Fuel	\$ 160,351	\$ 130,000	\$ 30,351
Total Maintenance	\$ 83,563	\$ 67,000	\$ 16,563
Total Operations	\$ 349,697	\$ 284,000	\$ 65,697
Subtotal GAB Service	\$ 593,611	\$ 481,000	\$ 112,611
Total Overtime – Bus Operator	\$ 39,843	\$ -	\$ 39,843
Total Shift Premiums – Bus Operator & Mechanics	\$ 76,544	\$ -	\$ 76,544
Total Bonus – Facilities & Management	\$ 27,382	\$ -	\$ 27,382
Total Bus Stops/PNR	\$ 29,367	\$ -	\$ 29,367
Net Housing	\$ 48,948	\$ -	\$ 48,948
Subtotal Other GAB-related Costs	\$ 222,084	\$ -	\$ 222,084
Total GAB Costs	\$ 815,695	\$ 481,000	\$ 334,695
Less EOTC Contribution	\$ (335,000)	\$ (335,000)	\$ -
Less Garfield County Contribution	\$ (25,000)	\$ (25,000)	\$ -
Less RFTA Contribution	\$ (121,000)	\$ (121,000)	\$ -
Net	\$ 334,695	\$ -	\$ 334,695
Savings from GF Capital	\$ (137,000)		
Savings from GF Operating	\$ (149,052)		
Subtotal Savings from GF	\$ (286,052)		
Existing Housing budget from GF Operating	\$ (48,948)		
Total Transferred from GF	\$ (335,000)		
Net	\$ (305)		

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 2017 fund balance by fund:</p> <table border="1" data-bbox="613 300 1349 399"> <tr> <td data-bbox="613 300 1128 331">General Fund</td> <td data-bbox="1131 300 1349 331">\$ 872,000</td> </tr> <tr> <td data-bbox="613 333 1128 365">Service Contract Special Revenue Fund</td> <td data-bbox="1131 333 1349 365">-</td> </tr> <tr> <td data-bbox="613 367 1128 399">Total</td> <td data-bbox="1131 367 1349 399">\$ 872,000</td> </tr> </table>	General Fund	\$ 872,000	Service Contract Special Revenue Fund	-	Total	\$ 872,000
General Fund	\$ 872,000						
Service Contract Special Revenue Fund	-						
Total	\$ 872,000						
Attachments:	Yes, please see Resolution 2018-01 attached below.						

Director _____ moved adoption of the following Resolution:

BOARD OF DIRECTORS

ROARING FORK TRANSPORTATION AUTHORITY

RESOLUTION NO. 2018-01

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, January 11, 2018 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	\$ (80,500)	GCFMLD - C/F to 2018
Grants	(500,000)	CDOT FASTER - C/F to 2018
Grants	(450,000)	CDOT FASTER - C/F to 2018
Total	\$(1,030,500)	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$ 21,628,000	-	\$ 21,628,000
Grants	3,628,703	\$(1,030,500)	2,598,203
Fares	4,869,000	-	4,869,000
Other govt contributions	1,780,517	-	1,780,517
Other income	654,940	-	654,940
Other financing sources	197,933	-	197,933
Total	\$ 32,759,093	\$ (1,030,500)	\$ 31,728,593

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ (115,000)	2 Traveler Vans - C/F to 2018
Capital	(600,000)	Bus Refurbishment (4 buses) - C/F to 2018
Capital	(625,000)	1 Gillig CNG Commuter Coach bus - C/F to 2018
Capital	(562,500)	1 Gillig CNG Commuter Coach bus - C/F to 2018
Other financing uses	335,000	Transfer to Service Contract SRF to true-up GAB costs
Capital	(137,000)	Repurpose existing budget to fund additional GAB costs
Transit	(198,000)	Repurpose existing budget to fund additional GAB costs
Total	\$ (1,902,500)	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$ 1,408,112	-	\$ 1,408,112
Transit	20,685,733	\$ (198,000)	20,487,733
Trails & Corridor Mgmt	471,720	-	471,720
Capital	7,369,351	(2,039,500)	5,329,851
Debt service	1,902,244	-	1,902,244
Other financing uses	2,852,285	335,000	3,187,285
Total	\$ 34,689,445	\$ (1,902,500)	\$ 32,786,945

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

Revenues and other financing sources	\$ (1,030,500)
Less Expenditures and other financing uses	1,902,500
Net increase (decrease) in fund balance	\$ 872,000

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 18,789,028*
2016-16 & 2016-17	\$ 18,789,028	\$ 773,357	19,562,385
2017-02	19,562,385	(1,217,301)	18,345,084
2017-05	18,345,084	(413,341)	17,931,743
2017-06	17,931,743	(82,100)	17,849,643
2017-10	17,849,643	(990,967)	16,858,676
2018-01	16,858,676	872,000	17,730,676
Total Net Change		\$ (1,058,352)	

* Audited

Service Contract Special Revenue Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Other financing sources	\$ 335,000	Transfer from GF
Total	\$ 335,000	

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	-	335,000
Other financing sources	297,000	\$ 335,000	632,000
Total	\$ 11,029,576	\$ 335,000	\$ 11,364,576

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Operating	304,649	True-up GAB Costs
Fuel	30,351	True-up GAB Costs
Total	\$ 335,000	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$ 784,188	\$ 30,351	\$ 814,539
Operating	9,474,358	304,649	9,779,007
Capital	771,030	-	771,030
Total	\$ 11,029,576	\$ -	\$ 11,364,576

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

Revenues and other financing sources	\$ 335,000
Less Expenditures and other financing uses	(335,000)
Net increase (decrease) in fund balance	\$ -

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			-*
2016-16 & 2016-17	-	-	-
2017-04	-	-	-
2018-01	-	-	-
Total Net Change		-	

* Audited

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 11th day of January, 2018.

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

By: _____
George Newman, 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 January 11, 2018 (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 _____, 2018.

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

Meeting Date:	January 11, 2018				
Agenda Item:	Resolution 2018-02: 2018 Supplemental Budget Appropriation				
Presented By:	Michael Yang, Chief Financial & Administrative Officer Paul Hamilton, Director of Finance				
POLICY #:	2.5: Financial Planning/Budgeting				
Strategic Goal:	N/A				
Recommendation:	Adopt Supplemental Budget Appropriation Resolution 2018-02.				
Core Issues:	<p>As part of our year-end review, staff has identified items that require to be appropriated and any unexpended budgets and related grants from 2017 that are being carry-forward and need to be re-appropriated in the current 2018 budget year as a result of timing issues.</p> <p><i>(Please note that at the March Board meeting, staff anticipates to carry-forward unexpended budget for capital projects (i.e. ITSP, GMF expansion, etc.) and related grants after December 2017 bills have been received and paid.)</i></p> <p><u>General Fund:</u></p> <ol style="list-style-type: none"> 1. Due to timing, the following budgets will need to be carried-forward from 2017 and re-appropriated in 2018: <ol style="list-style-type: none"> a. Bus Replacements (2 Gillig CNG Commuter Coach buses) <ol style="list-style-type: none"> i. \$950,000 increase in Grant Revenue (CDOT FASTER) ii. \$1,187,500 increase in Capital Outlay b. Bus Refurbishments (4) <ol style="list-style-type: none"> i. \$600,000 increase in Capital Outlay c. Traveler Vans (2) <ol style="list-style-type: none"> i. \$80,500 increase in Grant Revenue (GCFMLD) ii. \$115,000 increase in Capital Outlay 2. True-up budgets already appropriated <ol style="list-style-type: none"> a. Traveler Vans (2) – based on pricing received, the cost estimate increased by approximately \$23,106. As such, the additional appropriation is needed to move forward to execute the order for the vans: <ol style="list-style-type: none"> i. \$23,106 increase in Capital Outlay 				
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 2018 fund balance by fund:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>General Fund</td> <td>\$ (895,106)</td> </tr> <tr> <td>Total</td> <td>\$ (895,106)</td> </tr> </table>	General Fund	\$ (895,106)	Total	\$ (895,106)
General Fund	\$ (895,106)				
Total	\$ (895,106)				
Attachments:	Yes, please see Resolution 2018-02 attached below.				

Director _____ moved adoption of the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2018-02
2018 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 2018 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, January 11, 2018 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 2018 budget as summarized herein:

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General Fund

Revenue and Other Financing Sources (OFS):

Type	Amount	Explanation
Grants	\$ 80,500	GCFMLD - C/F from 2017
Grants	500,000	CDOT FASTER - C/F from 2017
Grants	450,000	CDOT FASTER - C/F from 2017
Total	\$1,030,500	

Revenue & OFS Summary	Previous	Change	Current
Sales tax	\$ 21,591,000	-	\$ 21,591,000
Grants	2,900,370	\$ 1,030,500	3,930,870
Fares	5,021,000	-	5,021,000
Other govt contributions	1,733,191	-	1,733,191
Other income	651,440	-	651,440
Other financing sources	150,000	-	150,000
Total	\$ 32,047,001	\$ 1,030,500	\$ 33,077,501

Expenditures and Other Financing Uses (OFU):

Type	Amount	Explanation
Capital	\$ 115,000	2 Traveler Vans - C/F from 2017
Capital	23,106	True-up cost for 2 Traveler Vans
Capital	600,000	Bus Refurbishment (4 buses) - C/F from 2017
Capital	625,000	1 Gillig CNG Commuter Coach bus - C/F from 2017
Capital	562,500	1 Gillig CNG Commuter Coach bus - C/F from 2017
Total	\$ 1,925,606	

Expenditures & OFU Summary	Previous	Change	Current
Fuel	\$ 1,433,758	-	\$ 1,433,758
Transit	21,708,348	-	21,708,348
Trails & Corridor Mgmt	540,120	-	540,120
Capital	4,593,700	\$ 1,925,606	6,519,306
Debt service	1,512,971	-	1,512,971
Other financing uses	2,757,871	-	2,757,871
Total	\$ 32,546,768	\$ 1,925,606	\$ 34,472,374

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

Revenues and other financing sources	\$ 1,030,500
Less Expenditures and other financing uses	(1,925,606)
Net increase (decrease) in fund balance	\$ (895,106)

Fund balance Roll Forward: Net Change in Fund balance

Resolution	Beginning Balance	Change	Ending Balance
			\$ 17,730,676*
2017-12 & 2017-13	\$ 17,730,676	\$ (499,767)	17,230,909
2018-02	17,230,909	(895,106)	16,335,803
Total Net Change		\$ (1,394,873)	

* Budgeted

That the amended budget as submitted and herein above summarized be, and the same hereby is approved and adopted as the amended 2018 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 January, 2018.

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

By: _____
George Newman, 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 January 11, 2018 (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 _____, 2018.

Nicole R. Schoon, Secretary to the Board of Directors

**RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA ITEM SUMMARY # 8. A.**

Meeting Date:	January 11, 2018
Agenda Item:	Rio Grande Railroad Corridor Access Control Plan Update
Policy #:	1.1: The Rio Grande Corridor is Appropriately Protected and Utilized
Strategic Goal:	Complete all sections of the updated Rio Grande Railroad Corridor Comprehensive Plan
Presented By:	Dan Blankenship, CEO Angela Henderson, Assistant Director, Project Management and Facilities Operations
Recommendation:	<p><i>At the November 9, 2017 meeting, the RFTA Board continued Second Reading of the Access Control Update until February 8, 2018. Following a series of meetings with the City Attorneys of Glenwood Springs and Aspen, at which the latest round of proposed updates to the ACP were discussed, it appears the group has reached consensus on the final version of the draft 2018 ACP Update.</i></p> <p><i>The RFTA Board will be briefed on revisions that have been made to the version of the ACP that was submitted for Second Reading on May 11, 2017. Assuming the Board concurs, the final draft version of the ACP, with all of the Exhibits and Appendices will be posted on the RFTA website in preparation for the scheduled Second Reading on February 8, 2017.</i></p>
Core Issues:	<p>1. Since the proposed update of the Access Control Plan (ACP) that was submitted for Second Reading on May 11, 2017, the ACP has been undergoing addition revisions proposed by the City of Aspen and intended to improve the strength of corridor protections and provide clarity about policies and procedures. Following is a brief summary of the revisions made to the version of the ACP that was submitted for Second Reading on May 11, 2017:</p> <p>A. A statement has been added that clarifies that the ACP is advisory and not intended to grant or permit any adjacent landowner or public entity any greater rights of access over, under, along or across, the Corridor than they would otherwise have under Colorado law or to impair or limit RFTA’s rights as a public entity and landowner in managing its corridor. This will help ensure that provisions of the ACP cannot be used to compel RFTA to do anything in relation to its management of the corridor that it would not otherwise be required to do by Colorado law.</p> <p>B. A statement has been added clarifying that RFTA has absolute discretion to determine whether proposed uses of the corridor might jeopardize the Corridor’s Railbanked status.</p> <p>C. Based on suggestions from the Aspen City Attorney, the current version of the ACP has been revised and reorganized to provide more consistency in the use of terms, to remove a number of repetitive statements, and to make the ACP easier to apply when RFTA receives requests for proposed new uses or changes to existing uses. As such, the revisions better define the types of corridor uses allowed, as well as the processes that adjacent property owners and jurisdictions should follow to seek approval of them.</p>

	<p>D. Terms such as “shall” have been replaced with “may” to provide decision-making latitude for the RFTA Board and staff when reviewing proposed Corridor uses or changes to existing uses, inasmuch as each proposed use could involve unique circumstances.</p> <p>E. Language regarding the purpose and need for the Corridor has been strengthened.</p> <p>F. Concerns regarding the minimization of future financial liability to RFTA posed by projects proposed by crossing sponsors have been addressed.</p> <p>2. Now that consensus has been reached by Attorneys and staff, it is recommended that the RFTA Board review the current draft version of the ACP and approve it on Second Reading, currently scheduled for the February 8, 2018, RFTA Board meeting.</p> <p>3. Bill Mullins, Baker and Miller, PLLC, RFTA’s Surface Transportation Board (STB) and Railbanking expert, will be available at the January 11 meeting to address any remaining concerns that the RFTA Board might have regarding the current version of the ACP, prior to Second Reading on February 8, 2018.</p> <p>4. Following approval of the ACP on February 8, staff will begin working on the update of the Recreational Trails Plan and other sections of the Rio Grande Railroad Corridor Comprehensive Plan. Each section of the Plan, as well as the overall Comprehensive Plan, will require a unanimous vote of the seven constituent governments of the Roaring Fork Railroad Holding Authority. Adoption of the ACP Update will provide staff with policies by which to review future proposed uses of the Corridor and enable staff to devote its full attention to completing the Comprehensive Plan.</p>
<p>Background:</p>	<p>A. Adoption of the components of the Comprehensive Plan Update requires a unanimous vote of the seven original constituent members of the Roaring Fork Railroad Holding Authority (RFRHA). The New Castle Board Member can vote on the Access Control Plan, but his/her vote would not be binding because New Castle was not a constituent member of RFRHA.</p> <p>B. At the April 13, 2017 meeting, following approval on First Reading, the RFTA Board unanimously agreed to schedule the draft 2017 ACP Update for Second Reading at the May 11, 2107 meeting.</p> <p>C. Subsequently, the proposed May 11, 2017 version of the ACP was not approved and Second Reading has been continued to February 8, 2018, pending the review and acceptance of modifications proposed by the City of Aspen. Since then, RFTA Attorneys and staff have worked with the Aspen and Glenwood Springs City Attorneys, to reach agreement on mutually acceptable ACP language. In addition, several provisions of the ACP were reorganized to create a more cohesive and user-friendly document for RFTA, the local jurisdictions and the general public.</p> <p>D. At this time, the City of Attorneys for Glenwood Springs and Aspen, as well as the RFTA General Counsel and RFTA’s STB/Railbanking expert, appear to have reached consensus regarding the sufficiency and acceptability of the current proposed version of the ACP.</p> <p>E. As a reminder, 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</p>

	<p>updated in 2010 or 2011, however, due to the staff effort required to implement BRT, the CCP update process was postponed until 2014.</p> <p>F. Elements of the CCP that should be updated on the 5-year cycle are:</p> <ol style="list-style-type: none"> 1) Access Control Plan (ACP): 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. 2) Recreational Trails Plan (RTP): The update will address the interim recreational trail, which was completed in 2008, as well as any changes to goals and policies. 3) Overview of Compliance with requirements of the GOCO Legacy Grant: The overview will serve as a reset to bring actions taken on the corridor since the last update current with GOCO.
<p>Policy Implications:</p>	<p>Board End Statement 1.1 says, “The Rio Grande Corridor is Appropriately Protected and Utilized.”</p>
<p>Fiscal Implications:</p>	<p>Approximately \$200,000 has been budgeted in 2018 for the Comprehensive Plan Update and other corridor management-related tasks.</p>
<p>Attachments:</p>	<p>To assist the Board with reviewing changes to the version of the ACP approved at First Reading in April 2017, the following documents have been provided:</p> <ul style="list-style-type: none"> • The version of the proposed draft ACP Update proposed for Second Reading on May 11, 2017: “draft – acp – update – revised – 05-11-17.pdf” • The current clean version of the proposed ACP update that will be discussed at the January 11, 2018 meeting: “2018-01-03 – ACP – Clean – Draft_.pdf” • A version of the current proposed ACP update that is combined with the April 2017 version: “2018-01-05 04-11 and 01-11 versions combined for comparison_.pdf” • A list of Exhibits and Appendices that will be made available with the ACP: “2016 05-06 ACP Exhibits.pdf” <p>All of these documents are included in the January 2018 Board Meeting Portfolio.pdf, attached to the e-mail transmitting the RFTA Board meeting Agenda. In addition, following the January 11, 2018 meeting, the entire ACP document with all of the Exhibits and Appendices will also available on the RFTA website at: https://www.rfta.com/trail-documentation/</p>

RFTA BOARD OF DIRECTORS MEETING
“PRESENTATION/ACTION” AGENDA ITEM SUMMARY # 8. B.

Meeting Date:	January 11, 2018
Agenda Item:	Integrated Transportation System Plan (ITSP) Phase I Stage 3 Update
Policy #:	4.2.1: Board Job Products
Strategic Goal:	Complete Stage 3 of Phase I of the Integrated Transportation System Plan (ITSP)
Presented By:	Ralph Trapani, Parsons Transportation Group (PTG)
Recommendation:	Review and comment on progress of the ITSP, Phase I: Stage 3: Alternatives Analysis update and funding discussion
Core Issues:	<p>The Consultant Team and RFTA have completed development of scopes and conceptual cost estimates for the various service and capital alternatives that emerged as long-term priorities during Stages 1, 2, and 3. These alternatives were packaged into short-term (0-5 years), medium-term (6-10 years) and long-term (11-20+ years) scenarios. Alternatives include service expansion, renovation and expansion of fleet and facilities, implementation or expansion of park and rides and local transit circulator systems, and construction of bicycle/pedestrian crossings of SH82 and SH133 and other improvements.</p> <p>RFTA will need to secure additional, long-term funding to satisfy public demands for safe, reliable transportation as regional population and employment growth continues. Consultants and staff received direction from the Board to perform additional due diligence on the range of implications of a 3.75 and 5 mill property tax levy, if approved on the November 2018 ballot.</p> <p>This month’s update consists of the following elements:</p> <ul style="list-style-type: none"> • Debrief from elected officials meetings (November 2017-January 2018) <ul style="list-style-type: none"> ○ Suggested changes to project list ○ Consideration of Policy changes • Draft Mill levy map • Draft Public Opinion Poll
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:	Stage 3 will be completed by end of 2017. In 2017, the RFTA Board approved the Stage III budget of \$367,000; the unexpended portion of which will be rolled forward into 2018. The additional effort required to gauge public support for and develop policy regarding a proposed mill levy increase will cost approximately \$158,000. Additionally, \$110,000 is needed for the development of a Financial Planning Model. Both of these costs have already been approved and budgeted by the RFTA Board. The Stage 4 budget for Parsons is \$237,200 and that amount was approved and included in the 2018 budget.
Attachments:	Yes, please see “RFTA Board 01.11.18_ITSP Stage III.pdf,” included in the January 2018 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.

**RFTA BOARD OF DIRECTORS MEETING
“BOARD GOVERNANCE PROCESS” AGENDA ITEM SUMMARY # 9. A.**

Meeting Date:	January 11, 2018
Agenda Item:	Resolution 2018-03: Election of RFTA Board Officers for 2018
Presented By:	Paul Taddune, General Counsel
Staff Recommends:	Elect a Chairperson and Vice-Chairperson; appoint staff members, Nicole Schoon as Secretary and Michael Yang as Treasurer and Budget Officer.
Policy #:	Bylaws – Article VII, Section 7.02
Action Requested:	Elect RFTA Board Officers and adopt Resolution 2018-03.
Core Issues:	<ul style="list-style-type: none"> • RFTA’s By-laws call for the election of Officers at the first regular meeting of the Board each year. • A Chair, Vice-Chair, Secretary and Treasurer/Budget Officer must be elected. The Board may appoint staff members to serve as Secretary and Treasurer/Budget Officer. • Section 7.04 of the By-laws, as amended in 2010 state: “Term. With the exception of the CEO, each Officer shall serve a one-year term commencing upon election or appointment by the Board. Each Officer shall serve until the end of his/her term or until his/her successor is elected or appointed, or he/she is lawfully removed pursuant to State law, these By-laws or the I.G.A. No member may serve as Chair for more than two (2) consecutive one-year term. No member may serve as Vice-Chair for more than two (2) consecutive one-year term. The Secretary and Treasurer may serve unlimited terms.” • George Newman has served as RFTA Chairperson since February 2017, having been elected Chairperson in January 2017. According to the By-laws, George Newman is eligible to serve another consecutive one-year term as Chairperson. • Mike Gamba has served as RFTA Vice-Chair for two (2) years and, according to the By-laws, is not eligible to serve another one-year term as Vice-Chair. • Staff recommends that Nicole Schoon be elected as Secretary and that Michael Yang be elected as Treasurer/Budget Officer.
Background Info:	See Core Issues.
Policy Implications:	Election of Officers to the RFTA Board is governed by its By-laws. Article VII, Section 7.02 of the By-laws provides that the Board shall elect Officers at the first regular meeting of the Board each year. The Officers are; Chairperson, Vice-Chairperson, Secretary and Treasurer/Budget Officer. The Board may appoint staff members to serve as the Secretary and Treasurer/Budget Officer.
Fiscal Implications:	None.
Attachments:	Yes, please see Resolution 2018-03 on the following page.

Director _____ moved adoption of the following Resolution:

**BOARD OF DIRECTORS
ROARING FORK TRANSPORTATION AUTHORITY
RESOLUTION NO. 2018-03
ELECTION OF RFTA BOARD OFFICERS FOR 2018**

WHEREAS, pursuant to Section 7.02 of the Bylaws of the Roaring Fork Transportation Authority ("RFTA"), the Board of Directors are required to elect Officers at the first annual meeting of the year.

Following a motion passed by the Board, the following persons were elected by consensus to serve as Officers of the Roaring Fork Transportation Authority Board of Directors for the year 2018.

_____, as Chairperson;
_____, as Vice-Chairperson;
_____, as Secretary; and
_____, as Treasurer and Budget Officer.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ROARING FORK TRANSPORTATION AUTHORITY:

The above-named persons shall serve as Officers of the Roaring Fork Transportation Authority until a successor is named.

INTRODUCED, READ AND PASSED by the Board of Directors of the Roaring Fork Transportation Authority at its regular meeting held January 11, 2018.

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

By: _____
George Newman, Chairperson

ATTEST: _____
Nicole R. Schoon, Secretary to the Board

RFTA BOARD OF DIRECTORS MEETING
“INFORMATION/UPDATES” AGENDA SUMMARY ITEM # 10. A.

CEO REPORT

TO: RFTA Board of Directors
FROM: Dan Blankenship, CEO
DATE: January 11, 2018

RFTA Security Improvement Project: At the November 9, 2017 RFTA Board meeting, representatives of Amalgamated Transit Union (ATU) Local 1774 raised concerns about an increase in assaults on Bus Operators and passenger disturbances and altercations onboard RFTA buses. The current policy of prohibiting open containers of alcohol from being brought on the bus, but not prohibiting passengers from consuming alcohol while onboard the bus was discussed. There was general agreement that the current policy on alcohol should be revisited and the Board indicated a desire to discuss this important topic at the January 2018 meeting.

Recently, Ed Cortez, President ATU Local 1774, requested that management and members of the union jointly develop a presentation for the Board at the February 8 meeting, which will include recommendations for improving security for Bus Operators and passengers. Also, since the November meeting, there have been a number of developments undertaken to improve RFTA Driver Security, as discussed below:

1. RFTA's security contractor, Colorado Protective Services, has put together two detailed proposals for future RFTA Board consideration. One proposal involves banning alcohol from RFTA buses and the second addresses increased security. Below is a summary of security needs excerpted from the proposal:

Summary of Security Needs:

- Increase number of buses ridden by security by increasing security personnel and shifts
 - Increase the hours security is available by adding daytime presence to be determined
 - Increase security on local buses and bus terminals
 - Increase security by maintaining security's presence on the bus to Snowmass Village including the 2:15 a.m. run
 - Add security to the down valley buses with emphasis on checking and locking restrooms in
Carbondale at 10 p.m. and Glenwood Springs at 12 midnight
 - Concentrating on persons using the restrooms as shelters and persons who may be in distress in the restrooms.
 - Also emphasize vandalism prevention and protection of other patrons from predators.
2. A security task force of RFTA employees met on December 18th and made a series of recommendations; a number of which are being implemented. One example posting the Passenger Code of Conduct on all RFTA buses.
 3. Mike Yang, CFAO, spoke with Michael Liberi, head of security for SEPTA (Southeastern Pennsylvania Transportation Authority), and SEPTA also shared a number of security improvements that they have implemented or are working on for our review and consideration.
 4. RTD and the Colorado Association of Transit Agencies have been contacted to determine what measures are typically taken against those harassing or assaulting public Bus Operators.
 5. ATU Local 1774 has stated as of late that it would like to work with RFTA Management and Colorado Protective Services to develop higher levels of driver security. An initiative we very much welcome.

RFTA Featured in APTA Calendar: For two years in a row, RFTA has been featured in the prestigious American Public Transportation Association annual calendar. This year, RFTA's photo, taken by Jennifer Balmes, Graphic Designer, captured the month of January. A copy of the calendar can be downloaded by clicking on the following link:

http://www.apta.com/DocumentsNonMember/APTA_Calendar_2018_MedRes_Final.pdf

Planning Department Update – David Johnson, Director of Planning

The "1-11-18 Planning Department Update.pdf," can be found in the January 2018 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.

Finance Department Update – Mike Yang, Chief Financial and Administrative Officer

Grand Avenue Bridge Transit Mitigation Plan Financial Summary

The last day of the GAB services was on December 8, 2017. The chart below shows the actual hours and mileage that RFTA operated GAB services compared to budget and the difference. The excess service was primarily attributable to the additional services of back-up buses to meet ridership demands.

GAB Services	Hours	Mileage
Actual	15,324	225,846
Budget	12,472	181,191
Difference	2,852	44,655

The additional service resulted in approximately \$112,611 of added costs. RFTA experienced an additional \$173,136 of expenditures related to overtime for bus operators, shift premiums for bus operators and mechanics, bonuses for extra efforts by the facilities staff and also management personnel, and additional parking lots and costs related to signage and minor improvements at bus stops and park and rides. Total additional costs in excess of the budget is \$285,747. **Staff was able to identify savings in the General Fund to cover the additional expenditures incurred.** Please refer to Item 7. A., Resolution 2018-01: 2017 Supplemental Budget Appropriation in the Board packet.

Description	Actuals	Budget	Difference
Total Fuel	\$ 160,351	\$ 130,000	\$ 30,351
Total Maintenance	\$ 83,563	\$ 67,000	\$ 16,563
Total Operations	\$ 349,697	\$ 284,000	\$ 65,697
Subtotal GAB Service	\$ 593,611	\$ 481,000	\$ 112,611
Total Overtime – Bus Operator	\$ 39,843	\$ -	\$ 39,843
Total Shift Premiums – Bus Operator & Mechanics	\$ 76,544	\$ -	\$ 76,544
Total Bonus – Facilities & Management	\$ 27,382	\$ -	\$ 27,382
Total Bus Stops/PNR	\$ 29,367	\$ -	\$ 29,367
Net Housing	\$ 48,948	\$ 48,948	\$ -
Subtotal Other GAB-related Costs	\$ 222,084	\$ 48,948	\$ 173,136
Total GAB Costs	\$ 815,695	\$ 529,948	\$ 285,747
Less EOTC Contribution	\$ (335,000)	\$ (335,000)	\$ -
Less Garfield County Contribution	\$ (25,000)	\$ (25,000)	\$ -
Less RFTA Contribution	\$ (455,695)	\$ (169,948)	\$ (285,747)
Net	\$ -	\$ -	\$ -

2017 Actuals/Budget Comparison (November YTD)

2017 Budget Year				
General Fund	November YTD			Annual Budget
	Actual	Budget	% Var.	
Revenues				
Sales and Use tax (1)	\$ 17,113,922	\$ 16,812,868	1.8%	\$ 21,628,000
Grants	\$ 2,374,789	\$ 2,374,789	0.0%	\$ 3,628,703
Fares (2)	\$ 4,454,712	\$ 4,352,365	2.4%	\$ 4,869,000
Other govt contributions	\$ 1,630,262	\$ 1,627,497	0.2%	\$ 1,780,517
Other income	\$ 635,902	\$ 585,353	8.6%	\$ 654,940
Total Revenues	\$ 26,209,586	\$ 25,752,871	1.8%	\$ 32,561,160
Expenditures				
Fuel	\$ 1,222,409	\$ 1,233,179	-0.9%	\$ 1,408,112
Transit	\$ 18,382,556	\$ 18,524,079	-0.8%	\$ 20,685,734
Trails & Corridor Mgmt	\$ 422,601	\$ 420,069	0.6%	\$ 471,720
Capital	\$ 4,094,386	\$ 4,051,483	1.1%	\$ 7,369,351
Debt service	\$ 1,337,243	\$ 1,337,242	0.0%	\$ 1,902,244
Total Expenditures	\$ 25,459,193	\$ 25,566,052	-0.4%	\$ 31,837,161
Other Financing Sources/Uses				
Other financing sources	\$ 31,861	\$ 31,861	0.0%	\$ 197,933
Other financing uses	\$ (2,525,709)	\$ (2,525,709)	0.0%	\$ (2,852,285)
Total Other Financing Sources/Uses	\$ (2,493,848)	\$ (2,493,848)	0.0%	\$ (2,654,352)
Change in Fund Balance (3)	\$ (1,743,455)	\$ (2,307,028)	24.4%	\$ (1,930,353)

- 1) Sales and Use tax revenue is budgeted and received 2 months in arrears (i.e. September sales tax is received and reflected in November). Actuals exceed budget primarily due to Use Tax revenues.
- 2) Through November, fare revenue is up by approx. 2% compared to the prior year. Over the course of the year, the timing of bulk pass orders by outlets and businesses can affect the % change. Another factor is the free fare on the Grand Hogback during the GAB closure. The chart below provides a YTD November 2016/2017 comparison of actual fare revenues and ridership on RFTA fare services:

Fare Revenue:	YTD 11/2016	YTD 11/2017	Increase/ (Decrease)	% Change
Regional Fares	3,650,917	3,741,562	90,645	2%
Other Service/Maroon Bells	634,050	639,777	5,727	1%
Advertising	17,728	23,290	5,562	31%
Total Fare Revenue	4,302,695	4,404,629	101,934	2%

Ridership on RFTA Fare Services:	YTD 11/2016	YTD 11/2017	Increase/ (Decrease)	% Change
Highway 82 (Local & Express)	838,366	877,009	38,643	5%
BRT	745,867	813,429	67,562	9%
SM-DV	51,794	57,176	5,382	10%
Maroon Bells	199,768	215,562	15,794	8%
Grand Hogback	90,461	98,958	8,497	9%
Total Ridership on RFTA Fare Services	1,926,256	2,062,134	135,878	7%

Avg. Fare/Ride	\$ 2.11	\$ 2.03	\$ (0.09)	-4%
Avg. Fare/Ride MB	\$ 3.17	\$ 2.97	\$ (0.21)	-6%

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

RFTA System-Wide Transit Service Mileage and Hours Report								
Transit Service	Mileage November 2017 YTD				Hours November 2017 YTD			
	Actual	Budget	Variance	% Var.	Actual	Budget	Variance	% Var.
RF Valley Commuter	3,507,609	3,455,284	52,325	1.5%	159,653	157,426	2,227	1.4%
City of Aspen	500,395	504,348	(3,953)	-0.8%	55,686	55,437	249	0.4%
Aspen Skiing Company	204,093	228,783	(24,690)	-10.8%	15,188	15,266	(78)	-0.5%
Ride Glenwood Springs	105,635	97,213	8,422	8.7%	9,880	9,198	682	7.4%
Grand Hogback	204,961	199,374	5,587	2.8%	8,234	8,259	(25)	-0.3%
Specials/Charters	9,211	6,299	2,912	46.2%	798	584	214	36.6%
ADA/Senior Van	17,381	17,236	145	0.8%	2,645	1,845	800	43.4%
MAA Burlingame	23,375	24,824	(1,449)	-5.8%	1,684	1,700	(15)	-0.9%
Maroon Bells	78,605	68,672	9,933	14.5%	6,558	5,570	988	17.7%
GAB Transit Mitigation	219,324	168,802	50,522	29.9%	15,059	11,619	3,440	29.6%
Total	4,870,589	4,770,835	99,754	2.1%	275,386	266,904	8,482	3.2%

Roaring Fork Transportation Authority System-Wide Ridership Comparison Report				
Service	Nov-16 YTD	Nov-17 YTD	# Variance	% Variance
City of Aspen	1,210,483	1,295,821	85,338	7.05%
RF Valley Commuter	2,275,366	2,344,888	69,522	3.06%
Grand Hogback	90,461	98,958	8,497	9.39%
Aspen Skiing Company	474,151	478,665	4,514	0.95%
Ride Glenwood Springs	170,887	197,627	26,740	15.65%
Glenwood N/S Connector	6,098	-	(6,098)	N/A
X-games/Charter	49,471	45,131	(4,340)	-8.77%
Senior Van	3,641	4,291	650	17.85%
MAA Burlingame	58,589	52,333	(6,256)	-10.68%
Maroon Bells	199,768	215,562	15,794	7.91%
GAB Transit Mitigation Svcs.	-	285,038	285,038	N/A
Total	4,538,915	5,018,314	479,399	10.56%
Subset of Roaring Fork Valley Commuter Service with BRT in 2017				
Service	YTD Nov 2016	YTD Nov 2017	Dif +/-	% Dif +/-
Highway 82 Corridor Local/Express	838,368	877,009	38,641	5%
BRT	745,867	813,429	67,562	9%
Total	1,584,235	1,690,438	106,203	7%

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 14 unit complex with 24 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 **100%** occupancy.
- RFTA Permanent employee housing is currently at **89%**.
- Beginning September 1, 2017, RFTA had access to 21 seasonal, 2 bedroom units at Burlingame. As of November 1, 2017, staff has returned 9 seasonal two bedroom units to Burlingame. Burlingame seasonal housing is currently at 86% occupancy.
- Staff will also be utilizing the remaining seasonal Burlingame housing for placement of new hires and returning seasonal employees.
- RFTA has signed a master lease agreement with Preferred Properties for two townhomes in New Castle, 1- three bedroom unit and 1- two bedroom unit. Staff will be turning the units back over to the Property Management Company in the spring of 2018.

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 2018:

- An update to the 2005 Comprehensive Plan. ***The first document to be updated is the Access Control Plan. This item was on the agenda for the April 13th meeting and was successfully and unanimously passed. It will be on the February 8th agenda for a second reading.***
- 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 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.
- ***Recreational Trails Plan (RTP)***– Staff is in the process of updating the Recreational Trails Plan and will be making a presentation to the RFTA Board at the February 8th Board meeting.

Staff is planning to hold several public open houses in the end of February, beginning of March, to allow the local jurisdictions and the general public to provide input into the future use and potential expansion of uses up and down the Rio Grande Trail (RGT). This will include requests for additional amenities, current uses, including the use of E-bikes and connections to the Rio Grande Trail, both formal and informal connections. Staff will then compile the list of comments, organize them and bring a summary of the comments to the RFTA Board for review and direction.

- **Covenant Enforcement Commission (CEC)** – The annual CEC meeting was held on December 6th and staff will be providing a report to the RFTA Board at the February 8th board meeting.
 - As a reminder, the CEC was established as a result of an agreement between RFTA’s predecessor, 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 securing federal funding for future RFRHA transportation projects, the Conservation Easement was removed from the entire 34 miles of the Corridor and replaced with Restrictive Covenants, in ten discrete areas. The obligations of the Restrictive Covenants now belong to RFTA. GOCO allowed modification of its original grant agreement in return for RFRHA managing the restrictive covenants and setting up the CEC. 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. The CEC then reviews the report and sends a letter of recommendations to the RFTA Board for review.
- Federal Grant Right of Way (fgrow) project – Staff continues to identify and approach adjacent property owners located in the fgrow areas in an attempt to negotiate the exchange of Bargain and Sale deeds. This will be an ongoing process. *(NO new update this month).*
- **South Bridge** – *(NO new update this month).*
- **8th Street Crossing Project by CDOT and the City of Glenwood Springs** – *(NO new update this month).*



Rio Grande Trail Update

- Staff continues working to beautify the corridor through Carbondale, called 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 if you have any questions, comments and/or concerns regarding this process.
- Funding is needed for an irrigation system, picnic areas with shelters, art installations, native landscapes, a Latino Folk Art Garden, creating a Youth Art Park, and adding historical interpretive signs.

- Staff is working with the Carbondale Rotary clubs, Carbondale Arts, and DHM Design to design DeRail Park (SH 133 across from the Park and Ride) site. Construction has begun and a new fence has been installed, the soft surface trail has been built, topsoil and wood mulch have also been spread on site. Some trees, shrubs, and ground cover have also been planted with the help of volunteers.
 - ❖ Completion of the Irrigation system and a shade sail is next up for DeRail Park.
 - ❖ The Latino Folk Art Garden at 8th St in Carbondale has been designed and site clean-up with volunteers has begun!
 - ❖ A soft surface trail and picnic area infrastructure has also been placed.
 - ❖ A “single track” has been constructed (with the help of over 50 volunteers!) in the corridor adjacent to the asphalt from 8th St down to DeRail Park.
 - ❖ The public has been supportive and interested groups and businesses are signing up for participation.

- Staff is waiting for the snow to fall. When it does snow, staff plows from Glenwood Springs to Carbondale and if we get enough snow, staff will groom Snowmass Dr. to Catherine Bridge for cross-country skiing and fat biking.

- Staff has been researching and preparing for 2018 projects; which includes cleaning debris from retaining walls, goats, revegetation, ArtWay projects, pavement striping, and bridge repair.

- We are hoping to repair the Sopris Creek Bridge and the Roaring Fork Bridge in 2018.

- Staff and Newland Resources drafted the 2017 Report and the annual CEC meeting was held on Dec. 06, 2017.