

Eagle Valley Transportation Authority

Board of Directors - Meeting Agenda
Avon Council Chambers
100 Mikaela Way, Avon, CO 81620
Wednesday, January 11, 2023 - 12:30 p.m.

Link for Remote Participation:
When: Jan 11, 2023 12:30 PM Mountain Time (US and Canada)
Topic: RTA Meeting
URL: <https://us02web.zoom.us/j/88427856929>
Phone: +1 346 248 7799 Webinar ID: 884 2785 6929

1. Call to Order
2. Approval of the Agenda
3. Approval of December 2022 Minutes *(majority vote)*
4. Consent Agenda *(majority vote)*
 - Authorization to sign Statewide Internet Portal Association (SIPA) Eligible Government Entity Agreement
 - Approval to Release Accounting, Banking, and Legal RFPs
5. Public Comment

Public Comment will be accepted for items not on the regular meeting agenda. Please state your name and community of residence. Public comment is limited to 3 minutes per individual.
6. Review of Draft Budget and Approval of Budget Resolution *(2/3 approval)*
7. Familiarization with other RTA Administrative Structures *(discussion)*
8. Committees Presentation *(discussion)*
 - Airport Committee (Chris Romer)
 - Stakeholder Committee

- Other

9. Retreat Planning *(discussion)*

10. Recommendations for Future Topics *(discussion)*

- ED and Senior Staff Recruitment - Job Descriptions and timelines
- Open Records Policy Adoption
- Updated Treasurer Designation
- Marketing and Branding RFP

11. Adjourn

**MINUTES OF THE
EAGLE VALLEY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
DECEMBER 16, 2022**

A meeting of the Eagle Valley Transportation Authority (“Authority”) Board of Directors (“Board”) was held on December 16, 2022, at 9:00 a.m. The meeting was held in person at the Avon Council Chambers, located at 100 Mikaela Way, Town of Avon, Colorado 81620. Notice of the meeting was posted on December 13th and included agenda items, location and time. The Notice of Board of Directors Meeting, dated December 15, 2022, and the certification of posting are attached hereto.

ATTENDANCE

Directors in Attendance:

Dave Eickholt, Beaver Creek Metro District

Jeanne McQueeney, Commissioner, Eagle County

Amy Phillips, Mayor and Councilor, Town of Avon

Janet Bartnik, Councilor, Town of Eagle

Earle Bidez, Mayor, Town of Minturn

Bob Hill, Member of the Board of Trustees of the Town of Red Cliff

Barry Davis, Councilor, Town of Vail

Directors Absent: None

Also in Attendance:

Ray Shei, Beaver Creek Metro District

Kathy Chandler-Henry, Commissioner, Eagle County

RJ Andrade, Councilor, Town of Avon

Nick Sunday, Councilor, Town of Eagle

Cassie Macumber, Trustee, Town of Redcliff

Pete Seibert, Councilor, Town of Vail

Tanya Allen, Regional Transportation Director, Eagle County

Eric Heil, Town Manager, Town of Avon
Patty McKenny, Deputy Town Manager, Town of Avon
Miguel Jauregui, Town Clerk, Town of Avon
Russ Feingold, Town Manager, Town of Vail
Larry Pardee, Town Manager, Town of Eagle
Polly B. Jessen, Kaplan, Kirsch & Rockwell
Chris Romer, President and CEO, Vail Valley Partnership
Jordan Winters, Transit Operations Manager, Town of Vail
Michelle Metteer, Town Manager, Town of Minturn
Melissa Matthews, Clerk, Town of Red Cliff

APPROVAL OF MINUTES Not Applicable

AGENDA ITEMS

1. Introductions

Those present and listed in attendance introduced themselves.

2. Elections of EVTA Board Officers

Chair: Barry Davis nominated Amy Phillips as Chair of the Board of Directors. Janet Bartnik seconded the motion. The motion passed with a unanimous 7-0 vote.

Vice-Chair: Barry Davis nominated Jeanne McQueeney as the Vice-Chair of the Board of Directors. Janet Bartnik seconded the motion. The motion passed with a unanimous 7-0 vote.

Interim Treasurer and Interim Secretary: Mr. Davis nominated the law firm of Kaplan, Kirsch & Rockwell as Interim Treasurer and Interim Secretary. Earle Bidez seconded the motion. The motion passed with a unanimous 7-0 vote.

Interim Executive Director: Mr. Bidez nominated Tanya Allen as Interim Executive Director. Ms. Bartnik seconded the motion. The motion passed with a unanimous 7-0 vote.

Ms. Jessen requested that the Board adopt a resolution to approve the slate of officers, as appointed and elected.

Mr. Davis made a motion to approve a resolution to approve the slate of officers, as appointed and elected. Earle Bidez seconded the motion. The motion passed with a unanimous 7-0 vote. Resolution No. 2022-02 appointing the EVTA officers is attached hereto and incorporated by reference.

3. Consideration of EVTA Bylaws and Adopting Resolution

Ms. Phillips asked Ms. Jessen and Ms. Allen to introduce the EVTA Bylaws.

Ms. Allen gave a quick overview of the approach to the bylaws, which are intended to include elements legally required to allow the EVTA to start operating under the Intergovernmental Agreement. Ms. Jessen reviewed the provisions of the Bylaws and explained that the Bylaws may be amended and adjusted as needed by the Board in the future.

Mr. Bidez asked if the Bylaws conflict in anyway with the existing Intergovernmental Agreement, to which Ms. Jessen answered they do not to her knowledge.

Ms. Phillips asked if the Bylaws need to state where the public notices will be posted. Ms. Jessen responded that they do not and added that the Board can decide notice locations on an annual basis, as anticipated by the Open Meetings Act.

Having concluded the discussion, Mr. Davis moved to approve the Bylaws as presented. Earle Bidez seconded the motion. The Board adopted Resolution No. 2022-01 approving the Bylaws by a unanimous 7-0 vote. Resolution No. 2022-01 is attached hereto and incorporated by reference.

4. Establishment of a Regular Meeting Schedule

Ms. Allen recommended the Board meet monthly, on the second Wednesday of every month, at 12:30 p.m., in a location to be determined. Ms. Allen recommended a resolution be adopted with meeting dates, locations and the assignment of the official posting locations. She added she recommends the Eagle County posting location in Eagle. Ms. Phillips added she would like to see each individual Town's posting site included.

Mr. Bidez made a motion to approve Resolution No. 2022-03 establishing the regular meeting schedule and posting locations for Board meetings. Resolution No. 2022-03 was seconded and passed with a unanimous 7-0 vote. Resolution No. 2022-03 is attached hereto and incorporated herein by reference.

5. Update on RTA Establishment Procedures

DOLA Certificate of Organization – Ms. Allen reported that Eagle County applied and already obtained the Authority's Certificate of Organization and that the entity was also registered with the Department of Revenue with the expectation that sales tax collection would begin on January 1.

EIN/Tax Registration – Mr. Eickholt stated there is some confusion on Tax Collections and disbursements and suggested Ms. Allen speak with Brian Nolan on that topic. Ms. Phillips asked who would collect RTA taxes, and Ms. Allen answered it would be the State who collects RTA Taxes. Ms. Allen then read the language from DOR that the new ECRTA Tax will be collected in the same manner as the State Tax.

6. Discussion on Interim/Permanent Service Contracting

Legal, Finance/Banking/Bookkeeping, Interim Administrator/Executive Director, PR/Communications:

Ms. Allen recommended RFPs be put out to obtain service providers on an interim basis until such time as the Board decides to appoint permanent service providers. She added the IGA included a transition plan that contemplates a

contract with ECO Transit for them to provide services to the RTA, through ECO Transit staff.

Ms. Jessen next noted that the Bylaws require the formation of a Budget Committee and that it must be quickly formed to adopt a budget as required by state law to allow spending. Ms. Allen suggested that the Board form a committee to assist her in preparing the initial budget to be considered at the next Board meeting. Ms. Bartnik and Mr. Eickholt volunteered to serve on a committee with Ms. Allen to develop the initial budget.

PR/Communications – Ms. Allen next recommended that the Board establish an electronic presence and begin to initiate some official public communications to clear up confusion regarding the status of EVTA formation, to establish the identity of the organization in the community, and clarify the timing of assumption of service responsibilities, in particular. For that purpose, she added that Bill Ray with WR Communications is prepared and has submitted a proposal to offer those public relations and communications services on an interim basis. She recommended approval of the Procurement Policy distributed as part of the Board materials that would make clear the procedures for engaging service providers. Ms. Jessen reviewed the policy provisions for the Board. Mr. Eickholt discussed the small business provision included in the Procurement Policy and added he would like more discussion on that topic. Ms. Phillips indicated that this provision is required for federal grant writing so she would like to understand more on this topic at some point. Upon motion duly made by Mr. Bidez and seconded, the Board unanimously approved Resolution No. 2022-04 adopting the Procurement Policy of the EVTA. A copy of Resolution No. 2022-04 is attached hereto and incorporated by reference.

Ms. Allen next requested a resolution to give her the authority to negotiate a sole source contract with Bill Ray of up to \$30,000, in accordance with the Procurement Policy.

Ms. Bartnik made a motion to approve a resolution which permits Ms. Allen to negotiate sole source services agreement with Bill Ray on an interim basis to continue the current communication efforts of the RTA for the next six months, with an expense of up to \$30,000, on the basis that

an interim sole source contract is in the best interests of the Authority because Mr. Ray already has developed a temporary website and communication strategy for the EVTA as part of the EVTA formation process and can move quickly and effectively. Mr. Davis seconded the motion, which passed unanimously with a 7-0 vote.

7. Establishment of Committees and Subcommittees

Technical Advisory Committee: Ms. Allen noted that she put this on the Agenda as a conversation topic. She added that the technical advisory committee met regularly in the past and it would be useful for that to continue under the RTA.

Stakeholder Committee: Ms. Allen requested Board consideration of whether or not this committee would be a useful tool to provide public involvement in shaping the RTA.

Airport Committee: Ms. Allen suggested that the EGE Air Alliance might be a resource to provide Board useful information for the Board. Ms. Jessen also noted that the IGA requires the exiting ECRTA board be designated as an advisory committee to the Board during the transition of ECO Transit services to EVTA.

After discussion, Ms. Allen requested that the Board appoint the existing Technical Advisory Committee and the ECTRA board as advisory committees to the Board. She explained that the Technical Advisory Committee is currently made up of Town Managers and their designees, Transit Directors, Chris Romer and Brian Nolan. Barry Davis made a motion to approve Resolution No. 2022-06 making the existing ECRTA board an advisory committee and the existing Technical Advisory Committee the EVTA's Technical Advisory Committee until terminated by the Board to meet monthly in-between board meetings. Ms. Bartnik seconded the motion. Resolution No. 2022-06 passed with a unanimous 7-0 vote. Resolution No. 2022-06 is attached hereto and incorporated by reference.

Ms. Allen recommended the Stakeholder and Airport Committee discussions be postponed to January 2023.

8. Consideration of a Resolution Approving a Joint Message to the Community and Special Message to Transit Staff

Ms. Allen referred the Board to a draft joint message to current transportation staff and a message to the Community to be published in the Vail Daily that was distributed as part of the Board materials. Ms. Allen recommended approval of the messages to begin dialogue between the EVTA and the community and to assuage concerns among transit staff in all local agencies.

Mr. Eickholt suggested that in the last paragraph of the message, the word “changes” be replaced with “improvements” or “developments.” After further discussion, Mr. Davis made a motion to approve the Resolution No. 2022-05 for formal delivery of the messages, with an amendment to replace “changes” with “developments.” Ms. Bartnik seconded the motion. Resolution No. 2022-05 passed with a unanimous 7-0 vote. Resolution No. 2022-05 is attached hereto and incorporated herein by reference.

Mr. Eickholt asked that the final verbiage for these messages be sent to the individual Board members. Ms. Bartnik asked that the record of votes as part of each resolution list Amy Phillips first, as Board Chair.

9. Direction on Future Topics

Ms. Allen stated she had sufficient direction on future topics for the January 2023 meeting.

Mr. Eickholt requested that among future Board discussion topics, the Board should consider the role of Edwards Metropolitan District in the EVTA. Ms. Allen recommended this directional and philosophical question could be covered in a Board retreat in the coming three months, along with potential roles of Leadville and Lake County, and would await Board direction.

EXECUTIVE SESSION

Not Applicable

NEXT MEETING

The next meeting of the Eagle Valley Transportation Authority Board of Directors will be held on January 11, 2023 at 12:30 p.m. at the Avon Council Chambers located at 100 Mikaela Way, Town of Avon, Colorado, 81620.

ADJOURNMENT

Mr. Davis made a motion to adjourn the meeting, which was approved unanimously with a 7-0 vote. The meeting adjourned at approximately 10:40 a.m.

Amy Phillips, Chair

Kaplan Kirsch & Rockwell LLP,
as Secretary

**RESOLUTION NO. 2023-02
OF THE EAGLE VALLEY TRANSPORTATION AUTHORITY
ADOPTING CONSENT AGENDA**

WHEREAS, pursuant to Title 43, Article 4, Part 6 of the Colorado Revised Statutes, as amended (the “Act”), Colorado counties, municipalities, and special districts with street improvement, safety protection, or transportation powers, are authorized to establish, by contract, regional transportation authorities, which, upon the satisfaction of certain conditions, are authorized to finance, construct, operate and maintain regional transportation systems; and

WHEREAS, **BEAVER CREEK METROPOLITAN DISTRICT**, the **TOWN OF AVON, COLORADO**; **EAGLE COUNTY, COLORADO**; the **TOWN OF EAGLE, COLORADO**; the **TOWN OF MINTURN, COLORADO**; the **TOWN OF RED CLIFF, COLORADO**; and the **TOWN OF VAIL, COLORADO** (together the “Initial Members”) have established the Eagle Valley Transportation Authority (“Authority”) a separate political subdivision and body corporate of the State of Colorado pursuant to the Act by (i) execution of the Eagle Valley Transportation Authority Intergovernmental Agreement (“IGA”) after two public hearings; and (ii) subsequent approval of the IGA by the majority of the registered electors residing within the boundaries of the Initial Members at the time of the election; and (iii) issuance of a certificate pursuant to Section 603(3) of the Act; and

WHEREAS, the Initial Members have appointed one Director and one Alternate Director to the Board of Directors of the Authority (“Board of Directors”) as provided in the IGA; and

WHEREAS, Section 3.10 of the IGA authorizes the Board of Directors to act through both written and oral resolutions; and

WHEREAS, Section 3.11 of the IGA states certain actions shall be approved upon a simple majority vote of the Directors of the Board present and eligible to vote, including: (i) administrative approvals; (ii) approvals authorized by bylaws or rules previously approved by the Board; (iii) approval of contracts for expenditures included in an annual budget previously approved by the Board; (iv) approval of contracts for transportation services included in an annual budget previously approved by the Board; (v) approval of contracts for the assumptions of existing facilities and transportation infrastructure, or the development of new facilities and transportation infrastructure, included in an annual budget previously approved by the Board; and (vi) other actions that are reasonably incidental to prior Board approvals made by resolution upon a two-thirds affirmative vote of the Directors present and eligible to vote; and

WHEREAS, the approving the items in the Consent Agenda requires a simple majority vote under Section 3.11 of the IGA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Eagle County Valley Transportation Authority that the Board of Directors hereby adopts the items identified in Consent Agenda in the Meeting Agenda for Board of Directors Meeting on January 11, 2023, and attached hereto as Exhibit A.

APPROVED/REJECTED this 11th day of January 2023.

Chair

ATTEST:

Secretary

Record of Votes

Amy Phillips	Approve/Reject/Abstain/Absent
Jeanne McQueeney	Approve/Reject/Abstain/Absent
Janet Bartnik	Approve/Reject/Abstain/Absent
Earle Bidez	Approve/Reject/Abstain/Absent
Barry Davis	Approve/Reject/Abstain/Absent
Dave Eickholt	Approve/Reject/Abstain/Absent
Bob Hill	Approve/Reject/Abstain/Absent

To: The Eagle Valley Transportation Authority Board

From: RTA Formation Technical Committee

RE: Entering into an agreement with the Statewide Internet Portal Authority (SIPA)

Date: 1/4/2023

One of the primary tasks for the new Eagle Valley Transportation Authority is to establish a public presence separate and distinct from its member entities. This should include a public-facing website where meeting schedules, agendas, plans, and other information of interest to the public can be posted, along with the ability to send and receive emails from an EVTA-specific address. We are currently using the website created to support the formation effort to provide interim coverage, but longer term arrangements should be made as soon as possible.

The Statewide Internet Portal Authority (SIPA) provides a cost-effective platform that the EVTA should consider using for this purpose. SIPA is a governmental entity created to support all Colorado governments in their digital engagement and technology efforts. SIPA provides low- or no-cost services for web hosting, document control, and office productivity. SIPA manages a number of pre-approved vendor contracts that allow public entities to save time and bypass the RFP process. Eligible government entities can enter into an agreement with SIPA for a specific scope of services. SIPA then invoices the public entity directly for the costs of these services.

A standardized website platform and form/payment support are provided free of charge. Content creation is the responsibility of the user and does incur additional costs. Other cloud-based software is priced according to SIPA's negotiated contracts. For example, the cost of Google Suite ranges from \$12-\$18/user/month depending on specifics of the package provided. The cost of Microsoft Office Suite ranges from \$36-\$57/user/month.

SIPA also provides micro-grants for website development and other digitization tasks to eligible government entities with whom they have a signed agreement. The next SIPA grant cycle opens June 1, 2023.

There is no penalty for discontinuing the use of SIPA services in the event the RTA chooses to make alternative contracting arrangements in the future.

The Technical Committee recommends the RTA Board enter into the attached Eligible Government Entity Agreement with SIPA and authorize the Interim Executive Director to identify and contract for an appropriate scope of services in consultation with the Board Director.



**ELIGIBLE GOVERNMENTAL ENTITY AGREEMENT BETWEEN
THE STATEWIDE INTERNET PORTAL AUTHORITY OF THE STATE OF COLORADO AND**

This Eligible Governmental Entity Agreement ("Agreement") by and between the Colorado
Statewide Internet Portal Authority ("SIPA"), and
_____ ("EGE")

(each a "Party" and collectively "Parties"), is made and entered into on this ____ day of
_____, 2022.

RECITALS

WHEREAS, SIPA and EGE wish to enter into a cooperative agreement under which services can be provided at the discretion of both Parties; and

WHEREAS, pursuant to § 24-37.7-105 C.R.S., SIPA operates to provide electronic access for members of the public, state agencies, and local governments to electronic information, products, and services; and

WHEREAS, pursuant to §§ 24-37.7-102 and 24-37.7-104, C.R.S., SIPA operates as a political subdivision of the State of Colorado; and

WHEREAS, pursuant to § 24-37.7-104, SIPA is authorized to enter into agreements and contracts with state agencies and local governments, and all state agencies and local governments are authorized to enter into and do all things necessary to perform any such arrangements or contracts; and

WHEREAS, § 29-1-203, C.R.S., authorizes local governments to cooperate or contract with each other to provide any function or service lawfully authorized to each other; and

WHEREAS, SIPA provides for the dissemination, sharing, and use of information, products, and services via the internet; and

WHEREAS, neither Party is committing funds or required to perform services as part of this agreement; and

WHEREAS, SIPA has entered into certain contracts with its contractors to operate the Colorado.gov Portal and to provide an array of electronic information, products, and services via the internet (e.g., "Colorado Statewide Internet Portal Authority Portal Integrator Contract with Colorado Interactive, LLC", as may be amended (hereinafter "Master Contract") and "COPE Master Contract With Implementation Contractor to Support SaaS Collaboration, Office Productivity, & Email Solution" (hereinafter "COPE Contract") and other contracts to expand its array of electronic information, products, and services available to EGE; and

WHEREAS, SIPA will provide applications and services to EGE pursuant to Task Orders, Statements of Work, Work Orders; or any agreed-upon documentation under this Agreement; and

WHEREAS, a Task Order, Statement of Work, Work Order, or other agreed-upon documentation will be prepared for each application or service and mutually signed by SIPA and EGE;

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, SIPA and EGE agree as follows:

1. EGE shall make available to SIPA electronic information maintained and owned by EGE as is necessary to complete the agreed-upon work as set forth in a Work Order, Task Order, Statement of Work, or any agreed-upon documentation under this Agreement. As mutually agreed upon in subsequent Work Orders, Task Orders, Statements of Work, or any other agreed-upon documentation under this Agreement, EGE will provide reasonable levels of support in placing online with SIPA certain EGE-owned electronic information, as mutually agreed by EGE and SIPA, with due regard to the workload and priorities of EGE and SIPA.
2. SIPA may, with the authorization of EGE, through the Portal, make public electronic information made available to it available to the general public, including EGE's public electronic information. The Parties agree to use their best efforts to provide adequate and uninterrupted service under the terms of this Agreement. However, neither Party shall be liable for interruption of service when the same shall be due to circumstances beyond the reasonable control of either Party, its agents or employees, including but not limited to unanticipated equipment malfunction, periodic maintenance or update of the computer systems upon which such EGE electronic information reside, or interruption of service due to problems with the Colorado statewide area network or due to problems with any telecommunications provider.
3. SIPA and EGE may enter into Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation under this Agreement. Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation under this Agreement shall describe specific Services and/or Applications to be provided to EGE. EGE acknowledges that Services and/or Applications are usually offered by SIPA's contractors. Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation shall cover the purchase of goods and services from SIPA through the use of EGE funds. All Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation involving EGE funds may be approved by the EGE official with authority to execute such agreement. Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation shall contain specific time or performance milestones for SIPA's contractor(s), timelines for

completion of relevant Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation, including design specifications and other criteria relevant to the completion of applicable Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation, criteria and procedures for acceptance by EGE and remedying incomplete or inaccurate work for each phase of relevant Task Orders, Purchase Orders, Statements of Work, or any agreed-upon documentation.

4. SIPA shall be responsible for the operation of, and all costs and expenses associated with, establishing and maintaining electronic access to EGE electronic information, databases or other software applications, including (but without limitation) the cost of purchasing, developing, and maintaining programs used to interface with EGE software applications that provide access to EGE-owned electronic information, products, and services. EGE acknowledges SIPA may at its discretion use Contractors to perform certain obligations. EGE's maximum financial obligation for establishing and maintaining electronic access to EGE databases or other software applications shall be limited to the amount(s) set forth and appropriated pursuant to each individual Work Order, Task Order, Statement of Work, or any agreed-upon documentation under this Agreement.
5. Each Party shall have the right to terminate this Agreement by giving the other Party 10 days' written notice. Unless otherwise specified in such notice, this Agreement will terminate at the end of such 10-day period, and the liabilities of the Parties hereunder for further performance of the terms of this Agreement shall thereupon cease, but the Parties shall not be released from any duty to perform up to the date of termination. Work authorized under an individual Work Order, Task Order, Statement of Work or any other agreed-upon documentation under this Agreement, will be subject to the terms and conditions of that document.
6. None of the terms or conditions of this Agreement gives or allows any claim, benefit, or right of action by any third person not a party hereto. Nothing in this Agreement shall be deemed as any waiver of immunity or liability limits granted to SIPA or EGE by the Colorado Governmental Immunity Act or any similar statutory provision.
7. This Agreement (and related Task Orders, Work Orders, Statements of Work, and agreed-upon documentation) constitutes the entire agreement of the parties hereto and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended, modified, or changed, in whole or part, only by written agreement approved by each party.
8. Neither SIPA nor its contractors have responsibility for the accuracy or completeness of the electronic information contained within EGE's databases. SIPA and its contractors shall be responsible only for the accurate and complete transmission of electronic information to and from such EGE databases, in accordance with the specifications of any EGE-owned software. For the purposes of the Colorado Open Records Act, EGE shall at all times be the custodian of records. Neither SIPA nor its contractors shall be deemed to be either the custodian of records or the custodian's agent.
9. This Agreement and any written amendments thereto may be executed in counterpart, each of which shall constitute an original and together, which shall constitute one and the same agreement. Delivery of an executed signature page of this Agreement by facsimile

or email transmission will constitute effective and binding execution and delivery of this Agreement.

10. Confidential information for the purpose of this Agreement is information relating to SIPA's or EGE's research, development, trade secrets, business affairs, internal operations, management procedures, and information not disclosable to the public under the Colorado Open Records Act or some other law or privilege. Confidential information does not include information lawfully obtained through third parties, which is in the public domain, or which is developed independently without reference to a Party's confidential information. Neither Party shall use or disclose, directly or indirectly, without prior written authorization, any confidential information of the other. SIPA shall use its reasonable best efforts to ensure that its contractors protect EGE confidential information from unauthorized disclosure. Notwithstanding anything to the contrary herein, each Party acknowledges that given the subject matter of this Agreement, such Party shall not disclose confidential information of the other (whether in written or electronic form) to any third party, except as required by law or as necessary to carry out the specific purpose of this Agreement; provided, however, that if such disclosure is necessary, any third party who receives such confidential information shall also be bound by the nondisclosure provisions of this Section 10. Upon termination of this Agreement, the Parties shall return or destroy (at the other Party's request) all confidential information of the other and if such information is destroyed, each Party shall demonstrate evidence of such destruction to the other.

11. Miscellaneous Provisions

A. Independent Authority. SIPA shall perform its duties hereunder as an independent authority and not as an employee of EGE. Neither SIPA nor any agent or employee of SIPA shall be deemed to be an agent or employee of EGE. SIPA and its agents shall pay when due all required employment taxes and income tax and local head tax on any monies paid by EGE pursuant to this Agreement. SIPA acknowledges that SIPA and its employees or agents are not entitled to EGE employment or unemployment benefits unless SIPA or a third party provides such benefits and that EGE does not pay for or otherwise provide such benefits. SIPA shall have no authorization, express or implied, to bind EGE to any agreements, liability, or understanding except as expressly authorized by EGE. SIPA and its agents shall provide and keep in force workers' compensation (and provide proof of such insurance when requested by EGE) and unemployment compensation insurance in the amount required by law, and shall be solely responsible for the acts of SIPA, its employees and agents.

B. Non-discrimination. SIPA agrees to comply with the letter and the spirit of all applicable state and federal laws respecting illegal discrimination and unfair employment practices.

C. Choice of Law. The laws of the State of Colorado (except Colorado laws related to choice of law or conflict of law) and rules and regulations issued pursuant thereto shall be applied in the interpretation, execution, and enforcement of this Agreement. At all times during the performance of this Agreement, SIPA shall strictly adhere to all applicable federal and state laws, rules, and regulations that have been or may hereafter be

established. Any legal action related to this Agreement shall be brought in either a state or federal court within the City and County of Denver, Colorado.

D. Software Piracy Prohibition. No State or other public funds payable under this Agreement shall knowingly be used for the acquisition, operation, or maintenance of computer software in violation of United States copyright laws or applicable licensing restrictions. SIPA hereby certifies that, for the term of this Agreement and any extensions, SIPA has in place appropriate systems and controls to prevent such improper use of public funds. If EGE determines that SIPA is in violation of this paragraph, EGE may exercise any remedy available at law or equity or under this Agreement, including, without limitation, immediate termination of the Agreement and any remedy consistent with United States copyright laws or applicable licensing restrictions.

F. Notices. All notices required or permitted under this Agreement shall be in writing and delivered personally, by facsimile, by email or by first class certified mail, return receipt. If delivered personally, notice shall be deemed given when actually received. If delivered by facsimile or email, notice shall be deemed given upon full transmission of such notice and confirmation of receipt during regular business hours. If delivered by mail, notice shall be deemed given at the date and time indicated on the return receipt. Notices shall be delivered to:

If to SIPA:

Statewide Internet Portal Authority

Attn: EGE Administrator

Street Address: 1300 Broadway, Suite 440

City, State, Zip: Denver, CO 80203

Phone: (720) 409-5634

Fax: (720) 409-5642

Email: sipa@cosipa.gov

If to EGE:

Attn/Title:

Street Address:

City, State, Zip:

Phone:

Fax:

Email:

And/or

Attn/Title:

Street Address:

City, State, Zip:

Phone:

Fax:

Email:

And to other address or addresses as the parties may designate in writing.

G: Third Party Beneficiary: EGE shall enjoy those rights of a third party as may be set forth expressly in any contract between SIPA and its contractors under which SIPA provides electronic information, products, and services to EGE, including the Master Contract Section 20.M., as may be amended.

H. Disputes. Any failure of either Party to perform in accordance with the terms of this Agreement shall constitute a breach of the Agreement. Any dispute concerning the performance of this Agreement which cannot be resolved at the operational level shall be referred to superior management and staff designated by each Party. Failing resolution at this level, EGE may ask the SIPA Board of Directors to address the dispute. If the dispute is not resolved after reference to the SIPA Board of Directors, the Parties may use whatever procedures may be available, including but not limited to termination of the Agreement.

This Agreement is entered into as of the day and year set forth above.

Date:_____

Name:

Title:

Entity: Statewide Internet Portal Authority

Date:_____

Name:

Title:

Entity:

Address:

Phone:

Email:

To: The Eagle Valley Transportation Authority Board

From: The EVTA Technical Advisory Committee

RE: Release of Banking, Accounting, and Legal RFPs/RFQs

Date: 1/4/2023

As the Board considers its desired approach for structuring and staffing the new EVTA, immediate assistance is needed to cover specific legal, administrative, accounting and financial tasks. The Technical Advisory Committee (TAC) recommends the release of the attached RFPs, with a deadline of January 31 for submissions. The TAC will vet these proposals at its 2/1 meeting and make recommendations to the Board at the 2/11 meeting.

EAGLE VALLEY TRANSPORTATION AUTHORITY

Request for Proposals - Banking Services

The Board of Directors of the Eagle Valley Transportation Authority is seeking proposals for banking services for a newly formed governmental subdivision.

BACKGROUND

EVTA was formed by a vote of the registered electors of the Town of Avon, Town of Eagle, Town of Minturn, Town of Red Cliff, Town of Vail, Beaver Creek Metropolitan District, and Eagle County in the November 8, 2022 general election, pursuant to the Colorado Regional Transportation Authority Act, C.R.S. 43-4-101. et. seq. The purpose of the EVTA is to finance, construct, operate and maintain a regional transportation system.

The goal of this RFP is to identify the banking institution that can offer the highest quality service at the lowest price, however EVTA is not obligated to contract with the financial institution offering the lowest cost. It is anticipated that the banking relationship resulting from this RFP will provide EVTA with the necessary framework as a newly formed organization to effectively achieve state-of-the-art cash management and meet EVTA's accounting and financial needs in the years ahead.

SCOPE OF WORK

It is anticipated that EVTA will require multiple checking accounts, one of which will be a master account to fund daily operations and receive deposits and electronic debit and credit transactions including federal and state wire deposits from grant proceeds. Also monthly state collected sales tax revenue deposits through the ACH will take place, along with monthly Eagle County disbursements of the existing 0.5% county-wide mass transit sales tax (once conditions for those transfers laid out in a transition plan are met). EVTA will require government purchasing credit card services for staff members. The EVTA anticipates a total annual budget for the near term will be approximately \$23 million annually with revenues from sales tax, grants, and intergovernmental transfers.

Compensation:

The Board expects to enter into a fee for services agreement.

Selection Process:

Proposals should follow the following format and provide information on services in the areas specified below:

1. Outline the physical and mailing address; phone and fax numbers; contact name and email address for the financial institution.
2. Complete the following general banking service questionnaire:
 - a) Briefly provide a historical summary of the financial institution including dates of incorporation, acquisition, and merger, expansion into new areas or business activity. Indicate the geographical area served.
 - b) Indicate whether the financial institution is a parent or a subsidiary of another holding company. Describe the relationship with subsidiaries and/or parent companies if applicable.
 - c) Indicate if your financial institution utilizes a third party vendor for any services to be provided. Include the third party name and description of the services provided.
 - d) In accordance with the Public Deposit Protection Act, all deposits of public (EVTA) funds must be fully secured by the pledge of eligible collateral having a market value, at all times, in excess of one hundred two percent (102%) of the aggregate amount of said EVTA funds. Please provide a description of how your bank manages and reports its collateral of public funds deposits, and when routine reports are provided. Describe whether ledger or collected balances are protected, the securities to be used for collateral, the frequency of reporting to EVTA, and how EVTA would perfect its position in the collateral in the event of a bank failure.
 - e) Attach a copy of your financial institution's Community Reinvestment Act (CRA) rating and describe what activities your financial institution has or is undertaking in the Eagle County area.
 - f) Provide a minimum of three customer references of similar nature to EVTA. Public fund references will be given special consideration. Include the name of the institution, contact person and contact information.

3. Deposits and Collections - ACH Options - Direct Deposits

4. Account Reconciliation
5. On-Line Banking Options. Outline options for on-line banking with your financial institution
6. Proposed Fee Schedule - Provide a copy of any and all forms or agreements that EVTA will be required to sign in connection with the banking services to be provided under the agreement. EVTA reserves the right to incorporate reasonable contractual provisions into the final contract.

RESPONSES TO THIS RFP MUST BE RECEIVED BY MIDNIGHT JANUARY 31, 2023. Please request confirmation of receipt when submitting.

SUBMITTALS MUST BE SENT VIA EMAIL to tanya.allen@eaglecounty.us

Questions can be addressed to:

Tanya Allen – EVTA Interim Executive Director

(970) 328-3533

tanya.allen@eaglecounty.us

EAGLE VALLEY TRANSPORTATION AUTHORITY

Request for Proposals - Accounting and Bookkeeping Services

The Board of Directors of the Eagle Valley Transportation Authority is seeking proposals for accounting services for a newly formed governmental subdivision.

BACKGROUND

EVTA was formed by a vote of the registered electors of the Town of Avon, Town of Eagle, Town of Minturn, Town of Red Cliff, Town of Vail, Beaver Creek Metropolitan District, and Eagle County in the November 8, 2022 general election, pursuant to the Colorado Regional Transportation Authority Act, C.R.S. 43-4-101. et. seq. The purpose of the EVTA is to finance, construct, operate and maintain a regional transportation system. The EVTA anticipates a total annual budget for the near term will be approximately \$23 million annually with revenues from sales tax, grants, and intergovernmental transfers.

EVTA is looking for a partner that is capable of providing all or some of the services below for an initial period of 12 months as the EVTA is developing its administrative structure and determining future personnel requirements. A specific scope of work will be negotiated with the selected vendor(s) upon selection.

SCOPE OF WORK

ACCOUNTING SERVICES

- Tracking receipts of deposits and electronic debit and credit transactions, including federal and state wire deposits from grant proceeds, and monthly state collected sales tax revenue deposits through the ACH, along with intergovernmental transfers of the existing ECO Transit sales tax, once initiated.
- Perform bank account reconciliations, possibly on multiple checking accounts.
- Process and enter all claims in QuickBooks (or similar software) and develop and maintain a tracking system of all revenues and expenditures by account codes for the EVTA Board of Directors, the seven participating jurisdictions when needed and any other reports as needed e.g. for an oversight committee, auditors, etc.
- Administer government purchasing credit card services for staff members.

BUDGETS

- Help the Executive Director develop the annual EVTA budget for Board review and approval.
- Prepare and update monthly budget/actual expenditure and revenue reports for Board review.

TAX REPORTING

- Prepare all required tax filings for related entities and transactions
- Prepare all 1099 and 1096 filings and
- Prepare any other federal, state or local tax filings as required.

AUDIT PREPARATION

- Participate in eventual financial audits and reviews.
- Prepare year end reports, schedules and other documents requested by the Treasurer.
- Provider audit process support as needed.
- Provide reports and data as requested for the completion of annual tax returns.

ACCOUNTS PAYABLE

- Prepare and produce accounts payable checks bi-weekly.
- Maintain accurate bank balances and check distribution lists.
- Prepare check register listing of accounts payable for EVTA board meetings.
- Reconcile vendor statements as necessary.
- Process 1099 forms for all subcontractors.

PAYROLL

- Calculate and prepare payroll biweekly including periodic special pay transactions.
- Process direct deposits and paychecks.
- Maintain database of vacation, sick, professional leave and comp time accrued and used.
- Prepare detailed payroll stubs for employee(s) showing vacation, sick, professional leave and comp time balances, deferred compensation contributions and balances and retirement plan contributions and balances.
- Pay all payroll taxes and deductions.

- Prepare quarterly payroll returns (Federal and State)
- Prepare annual payroll returns and reconciliations.
- Process W-2 forms.
- Prepare monthly distributions based on payroll allocations of salaries, fringes and indirect costs.

MISCELLANEOUS

- Provide informational reports as needed including, but not limited to, vendor analysis, detailed transactions ledgers, trial balances.
- Prepare Quarterly Financial Report in form to send to state and federal revenue sources with all state and federal required information categories.
- Assist the auditors in the preparation of the State Controller's Report on computer format provided by the State.
- Submit the State Controller's Report.
- Provide information as requested to annual fiscal auditors.
- Post year-end accruals and adjusting entries for the auditor.
- Prepare cost and revenue reports as needed by the EVTA to assist in the management of Transportation projects.

Compensation:

The Board expects to retain Accounting/Bookkeeping services on a fee for services basis.

Selection Process:

Responders are requested to write a proposal in which they highlight the understanding of the services required and sufficient information about related experience in similar roles. At a minimum, please be sure to include the following information in your proposal:

- Description of Firm Background and Philosophy
- Description of Engagement and Approach
- Scheduling and Staffing resources
- Fees for services
- Additional services
- Two professional references that we may contact

RESPONSES TO THIS RFP MUST BE RECEIVED BY MIDNIGHT JANUARY 31, 2023. Please request confirmation of receipt when submitting.

SUBMITTALS MUST BE SENT VIA EMAIL to tanya.allen@eaglecounty.us

Questions can be addressed to:

Tanya Allen – EVTA Interim Executive Director

(970) 328-3533

tanya.allen@eaglecounty.us

EAGLE VALLEY TRANSPORTATION AUTHORITY

Request for Qualifications - Outside Legal Counsel

The Board of Directors of the Eagle Valley Transportation Authority is seeking proposals for outside legal counsel for a newly formed governmental subdivision.

BACKGROUND

EVTA was formed by a vote of the registered electors of the Town of Avon, Town of Eagle, Town of Minturn, Town of Red Cliff, Town of Vail, Beaver Creek Metropolitan District, and Eagle County in the November 8, 2022 general election, pursuant to the Colorado Regional Transportation Authority Act, C.R.S. 43-4-101. et. seq. The purpose of the EVTA is to finance, construct, operate and maintain a regional transportation system.

The Board of Directors of the EVTA desires to retain legal counsel to represent the EVTA at the Board's discretion in a manner that protects and balances the EVTA's broad range of functions. Legal counsel would be expected to serve as general counsel to the Board.

SCOPE OF WORK

1. Provide advice to the Board on the following types of general matters:
 - a. Regional Transportation Authority Act and any other state laws that may affect transportation
 - b. Board policy, procedure and actions;
 - c. Contracts related to all aspects of a transportation operations;
 - d. Liability and insurance policies;
 - e. Colorado Open Meetings Law, Colorado Open Records Act, TABOR, Standards of Conduct, and other state law compliance issues related to local government operations;
 - f. Public employment law and personnel matters;
 - g. Public financing, taxation and local government budget law;
 - h. Construction, real estate transactions and deed restrictions.
2. Attend EVTA Board meetings (in person or virtually);
3. Provide legal memoranda and reports as requested by the Board;
4. Advise EVTA staff in accordance with Board direction;
5. Provide legal representation in litigation in which EVTA is involved; and
6. Any other legal services that the Board may request from time to time.

The Board may retain special counsel for litigation or other matters as it deems necessary from time to time.

Compensation:

The Board expects to retain legal counsel on an hourly fee basis.

Submittal Requirements:

Responders are requested to write a proposal in which they highlight the understanding of the services required and sufficient information about related experience in similar roles. At a minimum, please be sure to include the following information in your proposal:

1. Name of the attorney who would be primary legal counsel to the EVTA;
2. The primary attorney's resume, including professional background, education, and relevant experience;
3. Disclosure of any potential conflicts of interest;
4. Details regarding existing workload and availability to represent the EVTA;
5. A list of representative clients with whom you have worked in the past five (5) years;
6. References from local government and/or special district clients;
7. Legal memorandum writing sample that is not more than five (5) pages (2-3 pages preferred);
8. Hourly rate schedule for attorney and paralegal time, or proposed retainer arrangement; and,
9. Proof of Legal Malpractice Insurance.

Selection Process:

The Board shall consider proposals submitted and invite applicants for interviews if it desires. The Board reserves the right to reject any or all applicants and re-advertise for responses, or to waive any proposal irregularities. The Board will select legal counsel who is most advantageous to EVTA, taking into account service, experience, hourly fees and ability to provide service, as well as any other reasons deemed by the Board to be in the best interest of EVTA.

STATEMENTS OF QUALIFICATIONS MUST BE RECEIVED BY MIDNIGHT JANUARY 31, 2023. Please request confirmation of receipt of Statements of Qualifications when submitting. In person interviews will be scheduled at a location to be determined in Eagle County on **Monday, February 6, 2023.**

SUBMITTALS MUST BE SENT VIA EMAIL to tanya.allen@eaglecounty.us

Questions can be addressed to:

Tanya Allen – EVTA Interim Executive

Director (970) 328-3533

Tanya.allen@eaglecounty.us

To: The Eagle Valley Transportation Authority Board

From: Tanya Allen, EVTA Interim Executive Director

RE: 2023 EVTA Proposed Budget

Date: 1/4/2023

The EVTA is subject to the Local Government Budget Law of Colorado and, as such, is required to file a budget with the Department of Local Affairs (DOLA) by January 30.

The attached budget is the first budget for the new EVTA, submitted for Board discussion, public comment, and Board adopted as outlined in the relevant statutes.

During 2023, EVTA costs are principally associated with establishment of the administrative infrastructure necessary to assume and continue provision of transit services within its boundaries. This budget also shows the eligible ECO Transit revenues that could be transferred as specified in the IGA as intergovernmental transfers coming in/out, for a net of zero assuming Eagle County will continue operating ECO Transit service for 2023. EVTA's budget will evolve over the next two years as all relevant Eagle County assets, liabilities, personnel, contracts, and operations are formally transferred and assigned to EVTA.

This budget should be considered an interim budget. We expect it to be amended in the first half of the year following additional discussion around staffing and service priorities.

Eagle Valley Transportation Authority (EVTA)		
2023 Draft Budget		
Revenues	2023 Budget	Notes
Taxes		
RTA Sales Tax	\$12,750,955.00	Based on Eagle County Finance Department Estimates. Assumes 0% growth from 2022 Actuals.
Subtotal Taxes	\$12,750,955.00	
Intergovernmental Transfers		
		EVTA may begin receipt of operating revenues from the Eagle County Regional Transportation Authority (Fund 1151) (a/k/a ECO Transit) from Eagle County effective on January 1, 2023, consistent with the terms of the intergovernmental agreement that formed the EVTA. Funds transferred will be net of all transit-related costs including any costs related to administrative, maintenance, or operations activities ECO Transit continues to perform on behalf of the EVTA, including salaries and benefits of ECO Transit personnel who are providing EVTA services. In 2023, ECO Transit will continue to operate all transit service within the EVTA boundaries. Therefore, as noted as expenditures below, all such operating revenues are expected to be returned/retained by Eagle County to offset its costs related to administrative, maintenance, and operations activities Eagle County continues to perform on behalf of the EVTA.
ECO Transit Sales Tax	\$10,280,303.00	
Subtotal Transfers	\$10,280,303.00	
State and Federal Grants		Eagle County will continue to administer all FTA and State grants through FY2023
Subtotal Grants	\$0.00	
Fare Revenues		Transfer of ECO Transit fare revenues or direct fare collection not currently anticipated in 2023
ECO Transit Transfers	\$0.00	
Directly collected revenue	\$0.00	
Subtotal Fare Revenues	\$0.00	
Interest	\$0.00	
TOTAL REVENUE	\$23,031,258.00	
EXPENDITURES	2023 Budget	Notes

		Key personnel EVTA may consider hiring during 2023 include an Executive Director, COO, CFO, Planning and Development, Communications and Marketing Manager, and Technology Officer. The Budget assumes these positions will not be filled in 2023, but amendments are expected.
Personnel Expenses		
Salaries	\$0.00	
Benefits	\$0.00	
Subtotal Personnel Expenses	\$0.00	
Operating Expenses		
EVTA Meeting Broadcast and Recording	\$7,800.00	12 months @\$650/month
Other Operating Expenses	\$15,000.00	
Subtotal Operating Expenses	\$22,800.00	
Professional Services		
Insurance	\$50,000.00	
Website and Software Licences	\$5,000.00	
Attorney fees	\$50,000.00	
Audit Expenses	\$7,500.00	
Bookkeeping-CPA Services	\$30,000.00	
		Board approved expenditure of up to \$30,000 for interim 6-month contract with WR Communications.
Interim Public Relations Support	\$30,000.00	
Strategic Planning Retreat Facilitation	\$5,000.00	
Branding and Marketing	\$50,000.00	
		Technical Assistance related to policy development, operations, financial, and capital planning. \$30,000 is being administered by the Town of Avon on behalf of the RTA.
Transit Planning Consultant Assistance	\$100,000.00	
Recruiting Expenses	\$30,000.00	Costs associated with recruiting permanent ED and other senior staff
Subtotal Professional Services	\$403,100.00	
		As noted above, ECO Transit operating revenues transferred to the EVTA are expected to be returned/retained by Eagle County offset Eagle County's costs related to administrative, maintenance, and operations activities Eagle County continues to perform on behalf of the EVTA.
Intergovernmental Agreements	\$10,280,303.00	
Transit and Transportation Services		
Air Service Minimum Revenue Guarantee (MRG) Funding	\$1,200,000.00	Additional line items may be added during 2023 following Board discussion of priorities
Subtotal Transit and Transportation Services	\$1,200,000.00	

Capital Needs		
Vehicle Purchases	\$0.00	Placeholder pending Board prioritization of service enhancement goals in the 1st qtr of 2023
Vehicle Leases	\$0.00	
Capital Replacement Fund Investment	\$0.00	
Subtotal Capital Needs	\$0.00	
TOTAL EXPENDITURES	\$11,906,203.00	
Beginning Fund Balance 1/1/2023	\$0.00	
Ending Fund Balance 12/31/2023	\$11,125,055.00	

**RESOLUTION NO. 2023-03
OF THE EAGLE VALLEY TRANSPORTATION AUTHORITY
ADOPTING A BUDGET FOR FISCAL YEAR 2023**

WHEREAS, pursuant to Title 43, Article 4, Part 6 of the Colorado Revised Statutes, as amended (the “Act”), Colorado counties, municipalities, and special districts with street improvement, safety protection, or transportation powers, are authorized to establish, by contract, regional transportation authorities, which, upon the satisfaction of certain conditions, are authorized to finance, construct, operate and maintain regional transportation systems; and

WHEREAS, **BEAVER CREEK METROPOLITAN DISTRICT**, the **TOWN OF AVON, COLORADO**; **EAGLE COUNTY, COLORADO**; the **TOWN OF EAGLE, COLORADO**; the **TOWN OF MINTURN, COLORADO**; the **TOWN OF RED CLIFF, COLORADO**; and the **TOWN OF VAIL, COLORADO** (together the “Initial Members”) have established the Eagle Valley Transportation Authority (“Authority”) a separate political subdivision and body corporate of the State of Colorado pursuant to the Act by (i) execution of the Eagle Valley Transportation Authority Intergovernmental Agreement (“IGA”) after two public hearings; and (ii) subsequent approval of the IGA by the majority of the registered electors residing within the boundaries of the Initial Members at the time of the election; and (iii) issuance of a certificate pursuant to Section 603(3) of the Act; and

WHEREAS, the Initial Members have appointed one Director and one Alternate Director to the Board of Directors of the Authority (“Board of Directors”) as provided in the IGA; and

WHEREAS, the Authority is registered with the Colorado Department of Revenue with the expectation sales tax collection would begin on January 1, 2023; and

WHEREAS, C.R.S. 29-1-103 of the Local Government Budget Law of Colorado requires the Authority to adopt an annual budget; and

WHEREAS, at its initial meeting on December 16, 2022, the Board of Directors designated a committee consisting of Ms. Allen, Ms. Bartnik, and Mr. Eickholt to be responsible for preparing the Proposed Budget for Fiscal Year 2023 and submitting the proposed budget to the Board of Directors for approval; and

WHEREAS, the Authority published the Proposed Budget for Fiscal Year 2023 on its website and provided advanced notice in the Eagle Valley Enterprise and Vail Daily for the hearing at which the Board of Directors would consider the proposed budget; and

WHEREAS, the Technical Advisory Committee has reviewed the Proposed Budget for Fiscal Year 2023 and recommends its approval; and

WHEREAS, the Board of Directors held a hearing on the Proposed Budget for Fiscal Year 2023 on January 11, 2023, at which time it considered objections of Authority electors; and

WHEREAS, C.R.S. 29-1-108 of the Local Government Budget Law of Colorado allows the Board of Directors to revise, alter, increase, or decrease the items in the proposed budget at a public hearing as it deems necessary; and

WHEREAS, C.R.S. 29-1-113 of the Local Government Budget Law of Colorado requires the Board of Directors to cause a certified copy of its adopted budget for fiscal year 2023 to be filed with the Division of Local Government in the Department of Local Affairs no later than thirty days following the beginning of the fiscal year; and

WHEREAS, C.R.S. 29-1-108(5) of the Local Government Budget Law of Colorado states that the adoption of the budget and the appropriation of funds shall be effective upon Board of Directors' adoption of the Budget for Fiscal Year 2023;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Eagle County Valley Transportation Authority that the Board of Directors hereby: (1) adopts a Budget for Fiscal Year 2023, a copy of which is attached hereto as Exhibit A and incorporated herein by reference; (2) directs that a copy of such budget shall be maintained in the Authority's files and a certified copy of such budget will be filed with the Division of Local Government in the Department of Local Affairs no later than January 30, 2023; and (3) authorizes the Authority to expend funds consistent with the appropriations described in the Budget for Fiscal Year 2023.

APPROVED/REJECTED this 11th day of January 2023.

Chair

ATTEST:

Secretary

Record of Votes

Amy Phillips	Approve/Reject/Abstain/Absent
Jeanne McQueeney	Approve/Reject/Abstain/Absent
Janet Bartnik	Approve/Reject/Abstain/Absent
Earle Bidez	Approve/Reject/Abstain/Absent

Barry Davis	Approve/Reject/Abstain/Absent
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Dave Eickholt	Approve/Reject/Abstain/Absent
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Bob Hill	Approve/Reject/Abstain/Absent
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To: The Eagle Valley Transportation Authority Board

From: Tanya Allen, Interim Executive Director

RE: Comparative RTA Structures

Date: 1/4/2023

As the first Board appointed to govern the newly created RTA you have the opportunity to make critical foundational decisions that will set the course for the new RTA's development. These include decisions regarding administrative structure, staffing, and service delivery that could be handled in multiple ways.

Peer RTAs with experience the EVTA can learn from include the Roaring Fork Transportation Authority (RFTA), the San Miguel Authority for Regional Transportation (SMART), and the Gunnison Valley Regional Transportation Authority (GVRTA). The accompanying chart provides an overview of these three peer RTAs in Colorado, alongside comparable information for ECO Transit to provide a sense of perspective and scale.

This information is provided for information, consideration, and discussion. Understanding the Board's initial thoughts on how they would like to see the EVTA function will help direct staff research and development of specific recommendations regarding staffing and phasing the transition of ECO Transit services for more detailed consideration at the upcoming retreat.

RTA	Roaring Fork Transportation Authority (RFTA)	San Miguel Authority for Regional Transportation (SMART)	Gunnison Valley Regional Transportation Authority		ECO Transit
Formation Year	1983	2016	2002		1996
2023 Annual Operating Budget	\$73.8m	\$2.1m	\$11.4m*		\$16.9m
2019 (pre-COVID) Ridership	5,212,525	78,136	239,411		1,117,311
2019 (pre-COVID) Hours	276,514	12,960	17,725		83,246
FTE Staff	380	2	0		74
Ownership of Transit Assets	RTA	Mix	RTA		County
Transit Service Delivery	Direct	Contract	Contract		Direct
Other Public Transit Providers	Snowmass Transit - In-town circulation, dial a ride, ADA Paratransit	Town of Telluride - In-town circulation (Galloping Goose)	Mountain Express - in-town circulation and ADA Paratransit, Crested Butte and Mount Crested Butte		
	Ride Glenwood Springs - In-town circulation	Town of Mountain Village - Gondola, Circulator, ADA/Paratransit and Dial a Ride Service			
	Downtown - Aspen Microtransit				
	Basalt Connect - Microtransit				
*Includes larger than usual capital expenditures					

To: The Eagle Valley Transportation Authority Board

From: The EVTA Technical Advisory Committee

RE: RTA Committee Establishment

Date: 1/4/2023

RTAs and other regional transit systems frequently establish official committees to assist with gathering information and forwarding recommendations to the full Board for consideration. The EVTA has already established a Technical Advisory Committee to assist with preparing agendas and recommendations, as well as designated the Eagle County Regional Transportation Authority (aka ECO Transit) Board as an advisory committee as ECO Transit operations transition per the requirements of the IGA.

The Technical Advisory Committee recommends the Board consider also establishing the following two committees in the near future:

1) Air Service Committee

The Technical Advisory Committee recommends that the current EGE Air Alliance board be designated as an advisory board to the EVTA related to air service development. This board includes a mix of public and private partners with a track record of knowledge and commitment to the region's air development efforts. The proposed arrangement would be similar to that of the Vail Local Marketing District Advisory Council, where the Vail Town Council approves direction and financial and the Advisory Council works to develop the tactics and execution.

There are some issues needing further clarification regarding what activities can and can not be funded with RTA tax money that require additional research prior to formal designation. If the Board is in general agreement with the concept, the TAC will iron out remaining details and prepare a formal proposal for presentation at the 2/6 EGE Air Alliance meeting and formal approval by resolution at the 2/8 EVTA Board meeting.

2) Citizen Advisory/Stakeholder Committee

A broad stakeholder committee was involved with the creation of the RTA proposal and may wish to remain engaged in the EVTA's work in some capacity moving forward. Peer RTAs have occasionally used "Citizen Advisory Committees" as a means to promote cooperation, communication, and dialogue between the transportation provider and the community. The size and composition of these groups varies but they generally include seats reserved for non-elected community members from the constituent jurisdictions, seats for specific interest groups, such as business or health/human services, and large employers such as ski resorts.

For example, SMART(Telluride), made up of Town of Telluride, Town of Mountain Village, and San Miguel County, has established a Board-appointed volunteer committee with the following composition:

Town of Telluride Resident (up to 2 seats available)

Town of Mountain Village Resident (up to 2 seats available)Unincorporated San Miguel County Resident (up to 2 seats available)

Business Representative (up to 2 seats available)

Organizations Serving Seniors, Human Services, Trails System (up to 2 seats available)

At-Large Members from Norwood, Sawpit, and/or Ophir (up to 2 seats available)

Telluride Ski Resort (1 seat available)

The Technical Advisory Committee believes such a committee could play an important role for the EVTA, particularly during this establishment period. This could be a place to include general business representation and large employers such as Vail Health or Vail Resorts. This could also provide opportunities for non-member communities with an interest in seeing improved transportation to provide structured feedback.

We are looking for direction from the Board regarding their interest in establishing such a committee and initial thoughts regarding critical interests they would like to see represented. Further discussion regarding the role/composition of this committee could take place at either a future meeting or the planned retreat.

To: The Eagle Valley Transportation Authority Board

From: Tanya Allen, Interim Executive Director

RE: EVTA Board Retreat

Date: 1/4/2023

The EVTA is a new organization with many important decisions to make regarding its structure, function, and priorities for the next 12-24 Months. Many of these decisions require more in-depth discussion than is possible at a regular 90-minute Board meeting.

Topics that would benefit from more in-depth discussion at a retreat include:

- Clarification of the role and responsibilities of the EVTA Board.
- Financial planning and organizational visioning, including discussions around budget approach and desired organizational structure.
- Defining processes for future membership and enlargement, including discussion of procedures, timelines and the pending request from Edwards Metro District.
- Establishing priorities and timelines for implementing EVTA-funded transit enhancements as outlined in the November 2022 ballot measure.

The Board is being asked to identify at least 2 members to form a Subcommittee to assist with developing plans for the retreat to be presented and the 2/8 Board meeting. Specifically, the Subcommittee will be expected to develop recommendations surrounding:

1. Month/date and duration of the retreat
2. Retreat location
3. Retreat facilitator
4. Retreat goals and agenda

Suggested timing for the retreat is March-early April. \$5,000 is included in the 2023 budget for retreat facilitation.