



---

## CLEAN TRANSIT ENTERPRISE BOARD MEETING - FEBRUARY 20, 2024

### SCHEDULE & AGENDA

- I. **Welcome, Roll Call, Agenda Review (5 minutes)**  
*Matt Frommer, Chair*  
1:30 - 1:35 p.m.
- II. **Action Agenda (5 min)**  
*Matt Frommer, Chair*  
1:35 - 1:40 p.m.
  - A. **Approval of Minutes - October 10,, 2023 CTE Board Meeting**
- III. **Election of CTE Chair and Co-Chair (5 min)**  
*Kay Kelly, Chief, Innovative Mobility (CDOT)*  
1:40 - 1:45 p.m.
- IV. **Clean Transit Retail Delivery Fee Inflationary Adjustments (10 min)**  
*Kay Kelly, Chief, Innovative Mobility (CDOT)*  
1:45 - 1:55 p.m.
- V. **Enterprise Financial Update (15 min)**  
*Kay Hruska and Cassie Rutter (CDOT)*  
1:55 - 2:10 p.m.
- VI. **CTE Public Accountability Dashboard (15 min)**  
*Michael King, Asst Director, Electrification & Energy (CDOT)*  
2:10 - 2:25 p.m.
- VII. **Adjournment**  
2:25 - 2:30 p.m.

# **Clean Transit Enterprise Board Meeting**

**October 10, 2023**

**Regular Board Meeting – Tuesday, October 10, 2023. 2:00 – 4:00pm, Virtual via Zoom Meeting**

**Video Recording: [Clean Transit Enterprise Board Meeting - October 2023](#)**

**1. Call to Order, Roll Call (David Averill) - Time 2:08**

Director Cris Jones,  
Director David Averill,  
Director Rick Coffin,  
Director Theresa Takushi,  
Director Bonnie Trowbridge,  
Director Mark Garcia,  
Director Dawn Block.

**2. Action Agenda - Time 2:09**

A motion by Director Averill to approve the meeting minutes from the last board meeting on August 8, 2023. Seconded by Director Trowbridge. Motion passes unanimously. No oppositions or abstentions.

**3. Program Administrator Update (Kay Kelly) – Time 2:10**

- First Round of CTE Funding Opportunities:
  - Planning Award recommendations being presented to the Board for approval today
  - Capital Notice of Funding Availability (including Vehicles, Infrastructure, Facilities)  
Estimated Release: January 2024
- Budget Planning Process for FY25 begins today
  - PROPOSED budget needs to be approved in October
  - FINAL budget needs to be approved in February
- CTE Annual Report summarizing activities for the 2023 Calendar Year will be prepared by staff and submitted to CDOT Transportation Commission and the TLRC in December.

Kay Kelly: Any questions. (No questions)

**4. Enterprise Financial Update (Kay Hruska, Cassie Rutter, Kay Kelly) – Time 2:12**

- FY 2022-23 Revenue (\$0.3 fee):
  - Total Forecasted: \$8,280,329
  - Total Collected: \$9,335,275
  - Difference: \$1,054,946
- FY 2023-24 Revenue (\$0.311 fee):
  - Total Forecasted: \$9,306,756
  - Collected YTD: \$1,376,071
- FY 2024-25 Revenue (\$0.317 fee\*):
  - Total Forecasted: \$9,902,388 \*projected fee adjustment for inflation; Board action required prior to 3/15/24)
  - \*June 2023 includes \$928,515.29 in Period 13 accruals
- **Statutory Deadlines for the Budget:**
  - November 1 - legislative budget submitted to the Joint Budget Committee

- December 15 - Proposed Annual Budget submitted to the Governor’s Office and Legislature
- April 15 - Final Annual Budget submitted to the Governor’s Office and Legislature
- June 30 - Governor signs Final Budget
- [FY25 Budget Allocation Plan](#)
  - Current legislative request for CTE for FY 2024-25: \$9,902,388

Cassie Rutter: Questions?

Director Garcia: Can you explain the process of why this is going through the legislative budget?

Cassie Rutter: This Enterprise is treated a little differently because it is annually appropriate by the Legislature. The amount of money the CTE is authorized to spend is tied to an annual threshold, setting a yearly limit (assuming there is enough revenue).

Director Garcia: How do funding grant requests play into the budget process?

Cassie Rutter: The way this is set, we have the spending authority request set to what we are anticipating for revenue. I think it would be good to, at some point, transition to forecasting what the Enterprise is anticipating for encumbrances to ensure that there is enough spending authority to cover those commitments.

● **Decision item: CTE Proposed FY25 Budget:**

LINE ITEM	FY2024-25
<b>TOTAL REVENUES</b>	<b>\$ 9,902,388</b>
Clean Transit Retail Delivery Fee	\$ 9,902,388
<b>ADMINISTRATION &amp; AGENCY OPERATIONS</b>	<b>\$ 560,450</b>
Staff Salaries	\$ 450,250
Attorney General's Office Fees	\$ 5,000
Office of State Audit - Annual Financial Audit	\$ 2,000
Professional Services	\$ 100,000
Administrative Expenses	\$ 3,200
Board/Staff Travel	\$ 2,000
Board Meeting Expenses	\$ 200
Supplies/Registration Fees/Etc.	\$ 1,000
<b>CONTINGENCY RESERVE</b>	<b>\$ 990,239</b>
Board Reserve Fund (10.00%)	\$ 990,239
<b>PROGRAMMED FUNDS</b>	<b>\$ 8,351,699</b>
Programmed Funds	\$ 8,351,699
<b>TOTAL - CTE</b>	<b>\$ 9,902,388</b>

Projected Revenue

Anticipate higher salary costs going forward as grant programs move from planning phase into execution phase

Small reduction in professional services category from prior years (based on experience)

Travel and Meeting Expenses line items adjusted to allow for 2 in-person meetings per year

Total of \$9,341,938 remaining for the CTE Grant Portfolio and Contingency Funds (94% of Revenue)

Director Averill: How much of the staff salaries have gone up from last year?

Kay Kelly: We did reduce the salary cost as part of the budget adjustments. Last year's staff salaries would not be a good projection, but we have our first grant review round under our belts. This is based on experience with about 50 grants per year.

Director Garcia: Do we maintain a fund balance, or how is that tracked?

Cassie Rutter: Any revenue above what gets spent remains in the fund; we can start reporting on the fund balance and the revenue going forward.

Director Garcia: That would be helpful; we have not expended any grant funds per se, so we should have a sizable fund balance.

Kay Kelly: With the cadence of the funding opportunities coming out, we will always lag about a year behind when our revenue comes in, but you’re correct. We do have quite a bit of carry-forward.

Director Averill: It would be great to compare year-over-year to see how things are evolving.

Director Garcia: I would concur on having additional information on prior year budgets and estimated expenditures.

Director Takushi: Is this proposed budget what will go to the Legislature for approval? And will it then trigger on July 1st, 2024?

Cassie Rutter: Yes, this will go over to the Legislature with the Governor’s November 1st requests. It is just the \$9.9 million budget request so they don’t have the level of detail shown here.

- **Proposed Motion for Board of Directors Consideration:** Move for the Clean Transit Enterprise to adopt the fiscal year 2025 PROPOSED budget as presented by Enterprise staff.

Director Garcia: I move for the Clean Transit Enterprise to adopt the fiscal year 2025 proposed budget as presented by Enterprise staff.

Director Averill: I second. Any further discussion on this? (silence). All in favor of adopting the fiscal year 2025 proposed budget.

Director Averill: No abstentions or opposition. Motion has been approved unanimously.

**5. CTE ZEV Planning Grant Award Recommendations (Kay Kelly) – Time 2:30**

- DTR received 5 applications for ZEV Transition Planning Grants in the latest program round, totaling \$327,500 in requests.
- The scoring committee comprises subject matter experts from CDOT’s DTR, OIM, DTD, the Environmental Justice & Equity Branch, Colorado Energy Office, Colorado Department of Public Health & Environment, CASTA, and the National Renewable Energy Laboratory (NREL).
- Applications were reviewed and scored in September and then recommended awards were reviewed with the Chief of Innovative Mobility and the Director of DTR. We are now bringing them to the CTE Board for your review and potential approval.
- **Decision item: Approval of CTE ZEV Planning Grant Awards**

- **Submitted Applications:**

<u>Agency</u>	<u>Grant Request</u>	<u>Local Match</u>	<u>Total Project Cost</u>
City of Pueblo	\$99,000	\$11,000	\$110,000
Laradon Hall Society for Exceptional Children and Adults	\$90,000	\$10,000	\$100,000
Neighbor to Neighbor Volunteers (aka Chaffee Shuttle)	\$40,500	\$4,500	\$45,000
Teller Senior Coalition	\$30,500	\$3,500	\$35,000
Via Mobility	\$67,500	\$7,500	\$75,000
<b>Total</b>	<b>\$327,500</b>	<b>\$36,500</b>	<b>\$365,000</b>

- **Committee Recommendations:**

<u>Agency</u>	<u>Committee Recommendation</u>	<u>Recommended Grant</u>
City of Pueblo	Award	\$99,000
Laradon Hall Society for Exceptional Children and Adults	Award	\$90,000
Neighbor to Neighbor Volunteers (aka Chaffee Shuttle)	Award	\$40,500
Teller Senior Coalition	Deny / Re-apply	\$0
Via Mobility	Award	\$67,500
<b>Total</b>	–	<b>\$297,000</b>

Kay Kelly: Questions?

Director Averill: Is the Laradon Hall Society for Exceptional Children and Adults a client-based organization, or do they offer open-door public transportation?

Jan Rowe: They are a client-based organization operating in Denver.

Director Averill: I assume they are eligible under the program as a private or non-profit organization.

Kay Kelly: Yes, they are eligible under the criteria.

Director Averill: This is great. It looks like a diverse pool of applicants from rural and small urban organizations.

Director Takushi: I agree. It was great to see the diversity of applicants. Compliments to the committee for their great work at summarizing. It was helpful to see each of these applicants in the areas highlighted. Thank you for all of your work and working with the applicants. I think we will see a growing need for that in the future.

Director Coffin: I echo the previous comments. I have a question about the timeline for completing the studies. Is there a requirement for these to be completed by a certain date, or does it vary among the applicants based on their application?

Kay Kelly: Jan, can you weigh in on that question? I believe once they receive their award, the study starts, or did they propose specific timelines?

Jan Rowe: I defer to Erin, who is on the evaluation panel if she knows. What we have seen in examples at other agencies across the state that have undertaken a ZEV transition plan, it takes about a year from when they are contracted and executed. These often get shared with other agencies once completed.

Erin Kelican: I would agree that it takes one to two years, tops. Studies are quick from an execution standpoint.

Director Block: I would also like to thank the scoring committee.

Director Averill: I echo that, too. Do we have any other discussion, or should we move on to making a motion? (Silence)

- **Proposed Motion for Board of Directors Consideration:** Move for the Clean Transit Enterprise to approve the four recommended awards in the Zero Emission Vehicle Transition Planning grant category for a total of \$297,000 in Programmed funds, based on the recommendations of Enterprise staff.

Director Averill: I am ready to make a motion.

Director Block: I will move for the Clean Transit Enterprise to approve the four recommended awards in the Zero Emission Vehicle Planning Grant category for a total of \$297,000 in programmed funds based on the recommendations of Enterprise staff.

Director Averill: Do we have a second?

Director Trowbridge: Second.

Director Averill: No abstentions or opposition. Motion has been approved unanimously.

**6. Future CTE Meeting Schedule: (Kay Kelly) - Time 2:45**

- Upcoming Meetings: Tuesday, February 20, 2023 - 1:00-3:00 pm
- Topics to be discussed in upcoming meetings:
  - Capital Award Recommendations
  - FY25 FINAL Budget Approval
  - Inflationary Adjustments to Clean Transit Enterprise Fees (Due March 15th)
  - Public accountability dashboard
  - Other topics at the Board's pleasure

**7. Meeting Adjourned (David Averill) - Time 2:46**

## **Ad Hoc Clean Transit Enterprise Board Meeting**

**November 6, 2023**

### **Ad Hoc Board Meeting – Monday, November 6, 2023. 10:30 – 11:00am, Virtual via Zoom Meeting**

**Video Recording:** <https://www.youtube.com/watch?v=motKF2Tyld4>

#### **1. Call to Order, Roll Call (Matthew Frommer) - Time 8:08**

Director Matthew Frommer,  
Director David Averill,  
Director Cris Jones,  
Director Rick Coffin,  
Director Bonnie Trowbridge,  
Director Kelly Blynn,  
Director Erik Sabina.

Erik Sabina is the new CDOT representative on the CTE Board; former CDOT representative Theresa Takushi has taken a new role at CDOT.

#### **2. Action Agenda - Time 8:30 (Matthew Frommer)**

Enterprise Financial Update to request increase in CTE spending authority for FY24.

#### **3. Enterprise Financial Update (Kay Kelly & Cassie Rutter) – Time 9:25**

- As part of recent budget conversations, staff realized that the CTE spending authority only accounts for \$9.9 million in FY24-25 revenue but doesn't include \$17.2 million in unspent funds
- With the timing of CTE funding opportunities coming up in 2024, we may need spending authority for up to \$17.9M in FY24-25
- CTE bylaws require us to advertise CTE grants at the same time as DTR opens their grant application period
  - DTR always sees more demand for capital funding than what is available, and the other SB21-260 enterprises did as well when they issued calls for projects earlier this year
  - There is also a long lead time to order ZEV buses, so putting all available funds out sooner is beneficial for agencies and for achieving the state's deployment targets
- In light of the above, staff want to get ahead of anticipated demand rather than lagging behind it
- Every year the CTE's spending authority will be based on the coming year's anticipated revenues unless we expressly ask for an amendment to increase it
  - Requests are due to the Governor's Office by 11/13/23 to be presented to the Legislature on 1/2/24
  - Staff cannot do this without Board approval per bylaws that budget changes over \$150,000 require Board approval
  - If approved in March 2024 then CTE Board and CDOT staff would have sufficient information to award and contract funds to awardees in early spring 2024
- Questions & Answers:
  - Director Frommer: Is this a one-time fix or would we need to do this yearly?

- Kay Kelly: The CTE is annually appropriated, so we would have to do this each time around.
- Cassie Rutter: We could request amendments for multiple years in advance, or we could request roll-forward authority, but there is no guarantee that the Legislature would approve either of those.
- Director Sabina: The slide says that we're carrying forward \$17.2 million from FY24-25 but that's in the future, so are we saying that this is being carried forward to FY24-25?
- Cassie Rutter: Yes, these are unspent funds in the account that we don't currently have the authority to spend but would like to.
- Proposed Motion for Board of Directors Consideration
  - Move for the CTE to direct enterprise staff to request an increase in CTE spending authority for FY24-25 as presented by the Clean Transit Enterprise staff.
  - Motion by Director Frommer, seconded by Director Trowbridge
  - The motion is approved unanimously, with no absentions.

**4. Meeting Adjourned (David Averill) - Time 19:55**





**COLORADO**

Department of Transportation

# Clean Transit Enterprise Board

February 20, 2024



# AGENDA

Topic	Presenter
Welcome, Roll Call, Public Comments (5 min)	Matt Frommer, Chair
Action Agenda (5 min) <ul style="list-style-type: none"> <li>Approval of Minutes - 10/10/23 CTE Board Meeting &amp; 11/6/23 Ad Hoc Board Meeting</li> </ul>	Matt Frommer, Chair
Program Administrator Update (5 min)	Kay Kelly, CDOT
Election of CTE Chair and Co-Chair (5 min) <ul style="list-style-type: none"> <li>Approval of CTE Chair and Co-Chair</li> </ul>	Kay Kelly, CDOT
Clean Transit Retail Delivery Fee Inflationary Adjustments (10 min) <ul style="list-style-type: none"> <li>Determination and Approval of Enterprise Fee Levels for FY 25</li> </ul>	Kay Kelly, CDOT
Enterprise Financial Update (15 min) <ul style="list-style-type: none"> <li>Approval of FY25 Final Budget</li> </ul>	Kay Hruska & Cassie Rutter, CDOT
CTE Public Accountability Dashboard (15 min)	Mike King, CDOT
Adjournment	Matt Frommer, Chair



# Program Administrator Update



# Program Administrator Update

- Update on First Round of CTE Funding Opportunities:
  - **Planning Award Contracting Status**
  - **Capital Notice of Funding Availability (including Vehicles, Infrastructure, Facilities)**
    - Estimated Release: March 2024
- FTA Region 8 Zero Emission Bus Listening Session - February 28th at 1:00pm



# Program Administrator Update

- Board Member Feedback Summary
  - Clean Transit Enterprise Board is confident in their current leadership, including Chair and Vice-Chair
  - Interested in a once-per-year in-person meeting in Denver to improve connection among board members
  - Pleased with the progress of the Enterprise and the content covered in meetings
  - **Opportunities for Improvement:**
    - Round table updates; Shorter meeting notes
    - Increase engagement and understanding of small transit agencies in both their successes and barriers to the adoption of electric busses
    - Use knowledge, data, and examples to share the potential of electrification of buses with a wider audience and combat misinformation



# CTE Board Elections



# CTE Bylaws Concerning Board Officers and Appointees

The Chair and Vice-Chair shall be the officers of the Enterprise Board. The Enterprise Board shall appoint a Secretary who shall not be a Member of the Enterprise Board. The Chair and Vice-Chair shall be elected by the Enterprise Board at its meeting in January 2022 and shall serve two (2) year terms in office or until a successor is elected by a vote of the Members of the Enterprise Board. Thereafter, the Enterprise Board shall elect a Chair and Vice-Chair in January in even-numbered years. If the election of such officers is not held at such meeting, such election shall take place as soon thereafter as a meeting may be conveniently held.

The Secretary's term of office shall be at the will of the Enterprise Board.



# Elected Positions

**Chairperson:** The principal duties of the Chairperson shall be to preside at all meetings of the Enterprise Board, to serve as the principal spokesperson for the Enterprise, and to aid the Secretary in coordination of meetings and agendas, and to perform all duties incident to the office

**Vice-Chairperson:** The principal duty of the Vice-Chairperson shall be, in the absence or disability of the Chairperson, to perform all the duties of the chairperson, and when acting shall have all the powers of the Chairperson. The Vice-Chairperson shall also have such powers and perform such duties as from time to time may be prescribed by the Membership

The Board may appoint other officers as it deems necessary and appropriate





# Enterprise Board Action

## **Proposed Motion for Board of Directors Consideration:**

*Move for the Clean Transit Enterprise to appoint \_\_\_\_\_ as the CTE Chair and \_\_\_\_\_ as the CTE Co-Chair for two-year terms concluding in January 2026.*



# Clean Transit Retail Delivery Fee Levels for FY 25



## Statutory Authority for Fees

### **CRS 43-4-1203 (7)(b)** Sets the Clean Transit Retail Delivery Fee

- originally set at \$0.03 per retail delivery

### **CRS 43-4-1203 (7)(c)(I) & (II)** Describes Yearly Fee Level Adjustments

- Allows for the adjustment of the Clean Transit Retail Delivery Fee on an annual basis based on inflation
- New Fee levels must be approved by the Enterprise Board (no new rulemaking) and communicated to the Department of Revenue by March 15th



# Total Retail Delivery Fee Amounts

Calendar Year Used for Inflation Adjustment	Community Access Retail Delivery Fee	Clean Fleet Retail Delivery Fee	Clean Transit Retail Delivery Fee	General Retail Delivery Fee	Bridge & Tunnel Retail Delivery Fee	Air Pollution Mitigation Retail Delivery Fee	Total Retail Delivery Fee
2021	\$0.0690	\$0.0530	\$0.0300	\$0.0840	\$0.0270	\$0.0070	\$0.2700
2022	\$0.0716	\$0.0550	\$0.0311	\$0.0870	\$0.0280	\$0.0073	\$0.2800
2023	\$0.0741	\$0.0569	\$0.0322	\$0.0903	\$0.0290	\$0.0075	\$0.2900



# Current and Proposed Fee Levels

YEAR	ANNUAL CPI	INFLATION RATE	INFLATION RATE FOR FEES	FEE LEVEL FOR FISCAL YEAR	CLEAN TRANSIT RETAIL DELIVERY FEE
2021	281.845	3.54%	N/A	2022-23	\$0.0300
2022	304.424	8.01%	3.86%	2023-24	\$0.0311
2023	320.300	5.22%	4.86%	2024-25	\$0.0322

## Recommendation for Fee Level Adjustment:

- Increase the Clean Transit Retail Delivery Fee from \$0.0311 to \$0.0322 for FY 25 (Colorado Fiscal Year starting July 1, 2024 and concluding on June 30, 2025)



# Enterprise Board Action and Next Steps

## Proposed Motion:

Move for the Clean Transit Enterprise to adopt a new retail delivery fee level of three and twenty-two one-hundredths cents (\$0.0322) for fiscal year 2025, based on the recommendation from the Department of Revenue and Enterprise staff.

## Next Steps:

- 1) Program Administrator will send memorandum to the Department of Revenue outlining the Board's Decision of Fiscal Year 2025 fee levels.
- 2) Updated Enterprise fee level and fee collection forecasts developed for review by the Board of Directors.
- 3) Fee level adjusted by the Department of Revenue starting on July 1, 2024.



# Enterprise Financial Update



# CTE Accounting Update - Year-To Date Figures Through December 2023

Fiscal Year 2023-24 Budget to Actual for Fund 540 Clean Transit Enterprise						
Line Item		Approved Budget	Total Quarter 1	Total Quarter 2	Total	Remaining Funds
1	<b>Fiscal Year Revenues</b>					
2	Clean Transit Retail Delivery Fee	\$ 8,982,450	\$ 2,218,860	\$ 2,691,889	\$ 4,910,750	
3	Interest Revenue	-	54,580	99,763	154,343	
4	<b>Total FY 2023-24- Revenue</b>	<b>\$ 8,982,450</b>	<b>\$ 2,273,440</b>	<b>\$ 2,791,652</b>	<b>\$ 5,065,093</b>	<b>\$ 3,917,357</b>
5	<b>Fiscal Year Allocations</b>					
6	<b>Administration &amp; Agency Operations</b>					
7	Administration and Agency Operations					
8	Staff Salaries	\$ 275,895	\$ -	\$ 3,817	\$ 6,143	\$ 269,752
9	Attorney General Fees	1,000	387	507	893	107
10	Office of the State Audit-Annual Financial Audit	2,000	-	-	-	2,000
11	Professional Services	100,000	-	-	-	100,000
12	Language Translation Services	25,000	-	-	-	25,000
13	Board/Staff Travel	5,000	-	-	-	5,000
14	Board Meeting Expenses	600	-	-	-	600
15	Miscellaneous	1,000	-	-	-	1,000
17	<b>Total Administration and Agency Operations</b>	<b>\$ 410,495</b>	<b>\$ 387</b>	<b>\$ 4,324</b>	<b>\$ 7,036</b>	<b>\$ 403,459</b>
18	<b>Contingency Reserve</b>					
19	Board Reserve Fund (10%)	\$ 913,287	\$ -	\$ -	\$ -	913,287
20	<b>Total Reserve Funds</b>	<b>\$ 913,287</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 913,287</b>
21	<b>Programmed Funds</b>					
22	Programmed Funds	\$ 7,658,668	\$ -	\$ -	\$ -	7,658,668
23	<b>Total Programmed Funds</b>	<b>\$ 7,658,668</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,658,668</b>
24	<b>Total FY 2023-24 Budget</b>	<b>\$ 8,982,450</b>				
25	<b>Total FY 2023-24 Allocations</b>	<b>\$ 8,982,450</b>				





# Revenue Forecast - Retail Delivery Fee

## FY 2022-23 Revenue (\$0.03 fee):

- Total Forecasted: \$8,280,329
- Total Collected: \$9,335,275
- Difference: \$1,054,946

## FY 2023-24 Revenue (\$0.0311 fee):

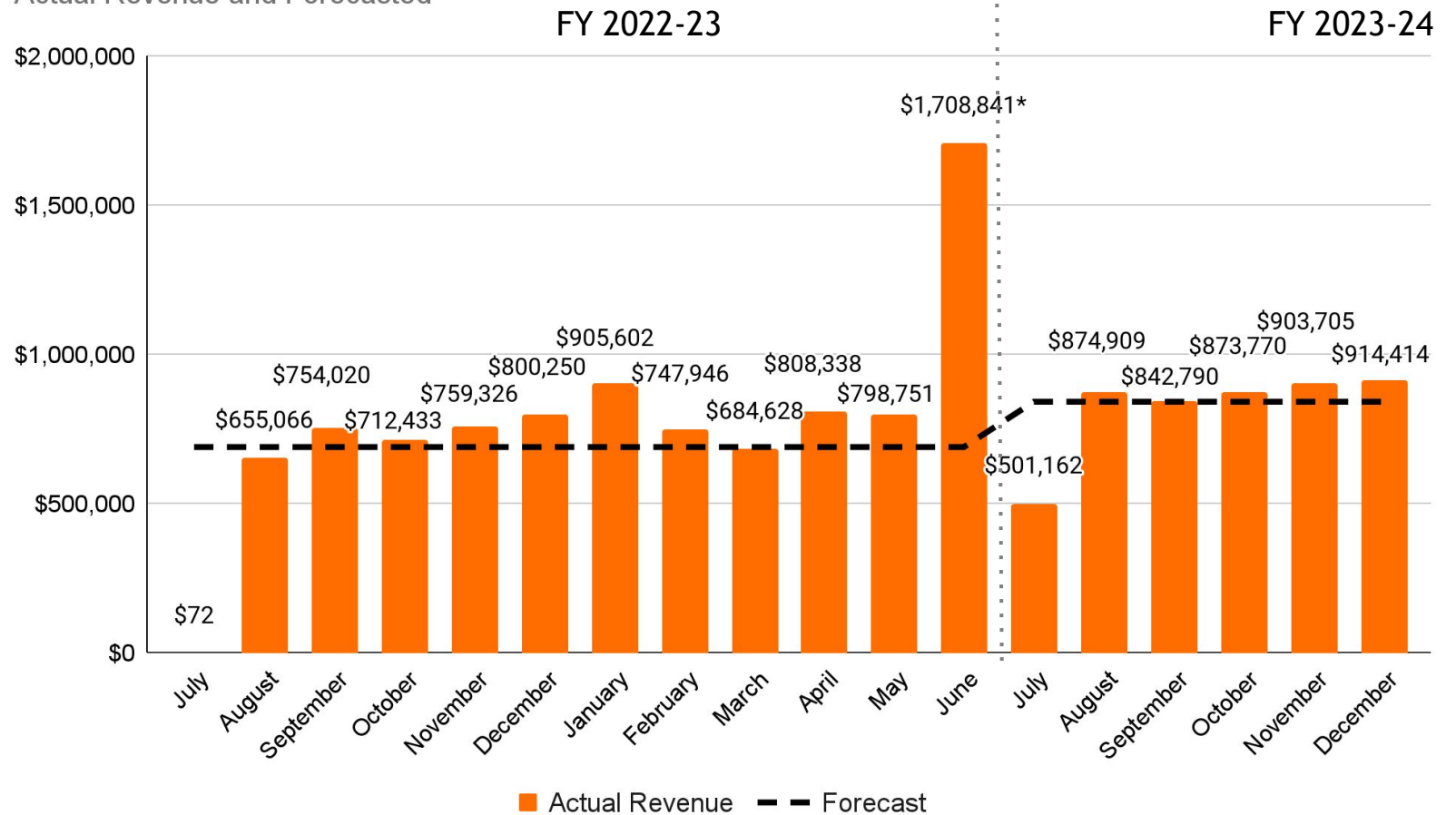
- Total Forecasted: \$8,982,450
- Collected YTD: \$4,910,750

## FY 2024-25 Revenue (\$0.0317 fee\*):

- Total Forecasted: \$9,902,388

\*projected fee adjustment for inflation to \$0.0322; Board action is required prior to 3/15/24

Actual Revenue and Forecasted



\*June 2023 includes \$928,515.29 in Period 13 accruals



# Clean Transit Enterprise Cash Fund Status

Clean Transit Enterprise Cash Fund balance as of Feb 2024: \$14.8M

Actual FY 2022-23 Year Ending Cash Balance	\$8,648,494.48
FY 2023-24 Forecasted Revenue	\$8,982,450.00
Forecasted FY 2023-24 Year Ending Cash Balance	\$17,630,944.48



# CTE Proposed FY25 Budget - adopted in Nov 2023

LINE ITEM	FY 2024-25
<b>TOTAL REVENUES</b>	<b>\$ 9,902,388</b>
Clean Transit Retail Delivery Fee	\$ 9,902,388
<b>ADMINISTRATION &amp; AGENCY OPERATIONS</b>	<b>\$ 560,450</b>
Staff Salaries	\$ 450,250
Attorney General's Office Fees	\$ 5,000
Office of State Audit - Annual Financial Audit	\$ 2,000
Professional Services	\$ 100,000
Administrative Expenses	\$ 3,200
Board/Staff Travel	\$ 2,000
Board Meeting Expenses	\$ 200
Supplies/Registration Fees/Etc.	\$ 1,000
<b>CONTINGENCY RESERVE</b>	<b>\$ 990,239</b>
Board Reserve Fund (10.00%)	\$ 990,239
<b>PROGRAMMED FUNDS</b>	<b>\$ 8,351,699</b>
Programmed Funds	\$ 8,351,699
<b>TOTAL - CTE</b>	<b>\$ 9,902,388</b>

Projected Revenue

Projected Administrative Expenses

Total of \$9,341,938 for the CTE Grant Portfolio and Contingency Funds (94% of Revenue)



# Increasing CTE Spending Authority for FY25

## Legislative Budget Process:

- Spending authority is granted to CTE by the Colorado Legislature based on the annual revenue forecast
- CTE's initial request for spending authority that submitted with the Governor's FY25 Budget Request November 1, 2023 was based on the forecasted \$9.9M in revenue for FY25
- CTE requested a budget amendment on January 2, 2024 to increase the spending authority by \$8.2M to a total of \$18.1M for FY25.
- **The Joint Budget Committee met on February 8, 2024 to conduct figure setting for CDOT and the enterprises, and formally adopted CTE's request.**

## Next Steps:

- The Long Bill will need to be adopted by the full legislature and signed by the Governor
- The CTE Board will need to adopt a final FY25 budget that reflects the increased spending authority.



# FY25 Legislative Budget Request

Current FY25 Spending Authority for CTE: \$18.1M

CTE Spending Authority Request submitted November 1	\$9,902,388
Budget Amendment submitted January 2	\$8,231,933
Total FY25 Spending Authority Adopted by Joint Budget Committee 2/8/24	\$18,134,321



# CTE Final FY25 Budget (FY starts 7/1/24)

LINE ITEM	FY 2024-25
<b>TOTAL SPENDING AUTHORITY</b>	<b>\$18,134,321</b>
Clean Transit Retail Delivery Fee	\$18,134,321
<b>ADMINISTRATION &amp; AGENCY OPERATIONS</b>	<b>\$ 560,450</b>
Staff Salaries	\$ 450,250
Attorney General's Office Fees	\$ 5,000
Office of State Audit - Annual Financial Audit	\$ 2,000
Professional Services	\$ 100,000
Administrative Expenses	\$ 3,200
Board/Staff Travel	\$ 2,000
Board Meeting Expenses	\$ 200
Supplies/Registration Fees/Etc.	\$ 1,000
<b>CONTINGENCY RESERVE</b>	<b>\$ 990,239</b>
Board Reserve Fund (10.00% of FY25 revenue)	\$ 990,239
<b>PROGRAMMED FUNDS</b>	<b>\$16,583,632</b>
Programmed Funds	\$ 16,583,632
<b>TOTAL - CTE</b>	<b>\$18,134,321</b>

Projected Revenue (including increased spending authority)

Projected Administrative Expenses

Total of \$17,573,871 remaining for the CTE Grant Portfolio and Contingency Funds (97% of Revenue)



# Enterprise Board Action

## **Proposed Motion for Board of Directors Consideration:**

*Move for the Clean Transit Enterprise to adopt the fiscal year 2025 FINAL budget as presented by Enterprise staff.*



# CTE Public Accountability Dashboard





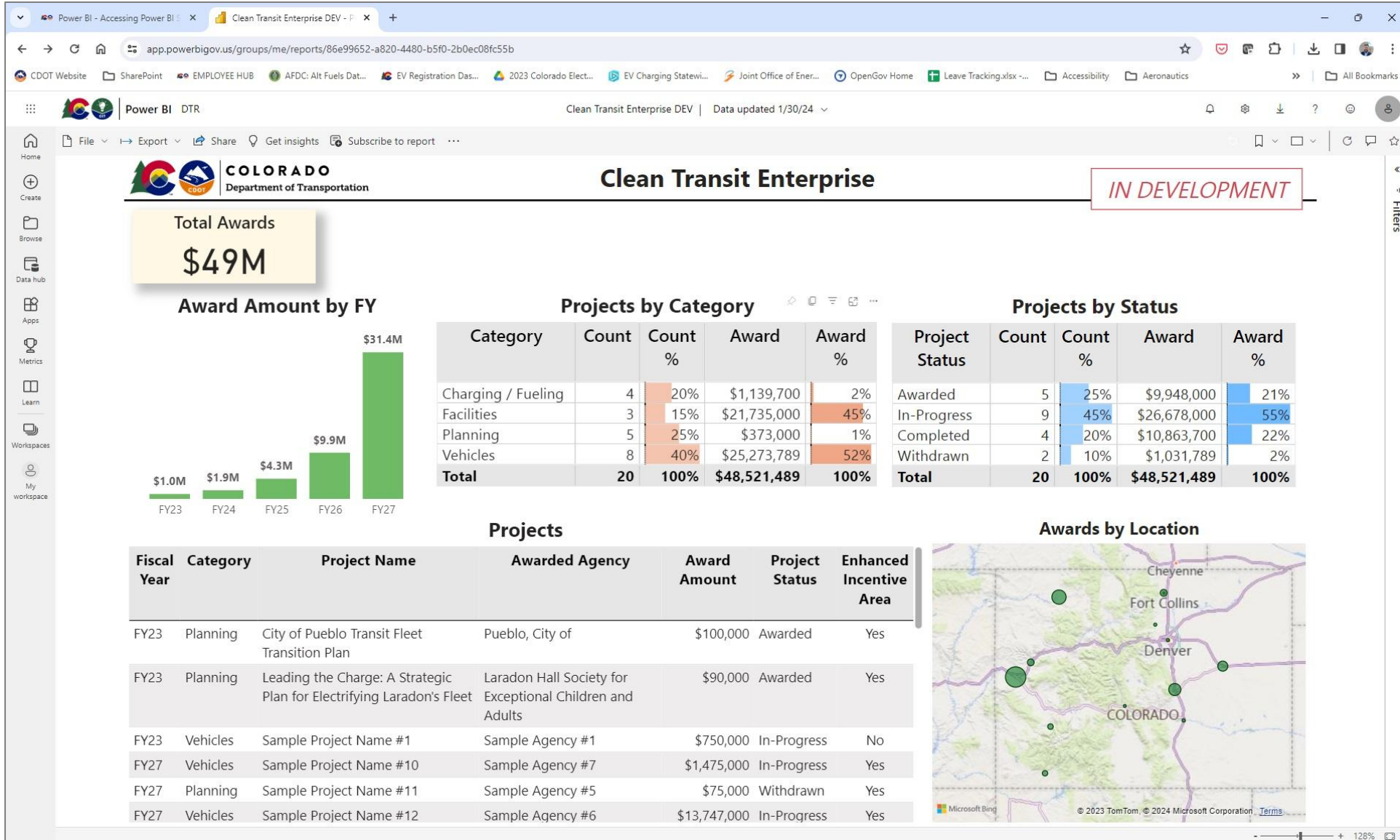
# Requirements in SB21-260

The Clean Transit Enterprise is required to:

“Create, maintain, and regularly update on its website a public accountability dashboard that provides, at a minimum, accessible and transparent summary information regarding the implementation of its Ten-Year Plan, the funding status and progress towards completion of each project that it wholly or partly funds, and its per project and total funding and expenditures;”



# Requirements in SB21-260





# Feedback & Discussion





# Upcoming Meetings and Topics

## Upcoming Meetings:

- May/June 2024 - TBD

## Topics:

- Capital Award Recommendations
- Planning for Round 2 of CTE Planning Awards
- Other topics at the Board's pleasure



# Clean Transit Enterprise Information

Home Travel News Safety Performance Business **Programs** Projects About CDOT

Select Language

Search...

Search

A-Z



**COLORADO**  
Department of Transportation

<https://www.codot.gov/programs/innovativemobility/cte>

## Programs

Home | Programs | **Innovative Mobility** | Clean Transit Enterprise

### Resources

- Clean Transit Enterprise
- Electric Vehicle Ride & Drive Event
- Electrification
- Mobility Services
- Mobility Technology
- Transit and Rail

## Clean Transit Enterprise

To support Colorado's transit electrification through planning efforts, transit site upgrades, procurement of electric transit buses, and deployment of associated charging infrastructure.



### About the Clean Transit Enterprise

This enterprise is created within the Colorado Department of Transportation (CDOT) to support public transit electrification planning efforts, facility upgrades, fleet motor vehicle replacement, as well as construction and development of electric motor vehicle charging and fueling infrastructure. The bill allows the enterprise to impose a clean transit retail delivery fee to fund its operations, and to issue grants, loans or rebates to support electrification of public transit.

### Contact Us

[codot\\_cleantransitenterprise@state.co.us](mailto:codot_cleantransitenterprise@state.co.us)

### Resources

- [Board Appointments](#)
- [Enterprise Funds](#)
- [Board Powers & Duties](#)
- [Clean Transit Enterprise 10 Year Plan](#)
- [2021 Transit Zero Emission Vehicle \(ZEV\) Roadmap](#)
- [Clean Transit Enterprise Processes and Fees, 2 CCR 607-1](#)

### Upcoming Meetings

Board of Directors Meeting  
July 13, 2022  
12:00-2:00 pm  
[YouTube Link](#)  
[Schedule & Agenda](#)

### Prior Meetings

Board of Directors Meeting - January 31st, 2022  
[Video Recording](#)

## Subscribe for CTE Updates

\* indicates required

Email Address \*

First Name

Last Name

Organization/Affiliation

Subscribe



THANK YOU!

