



CLEAN TRANSIT ENTERPRISE BOARD MEETING - MARCH 7, 2023

SCHEDULE & AGENDA

- I. **Welcome, Roll Call, Agenda Review (5 minutes)**
Matt Frommer, Chair
2:00 - 2:05 p.m.
- II. **Action Agenda (5 min)**
Matt Frommer, Chair
2:05 - 2:15 p.m.
 - A. **Approval of Minutes - January 23, 2023 CTE Board Meeting**
- III. **Program Administrator Update (5 min)**
Kay Hruska, (CDOT)
2:15 - 2:20 p.m.
- IV. **Clean Transit Retail Delivery Fee Inflationary Adjustments (10 min)**
Kay Kelly, Chief, Innovative Mobility (CDOT)
2:20 - 2:30 p.m.
- V. **Enterprise Financial Update (10 min)**
Kay Hruska and Celeste Kopperl (CDOT)
2:30 - 2:40 p.m.
- VI. **Final Decision Items for Upcoming CTE Funding Opportunity (15 min)**
Michael King, Asst Director, Electrification & Energy (CDOT)
2:40 - 2:55 p.m.
- VII. **Future CTE Meeting Schedule (5 min)**
Kay Kelly, Chief, Innovative Mobility (CDOT)
2:55 - 3:00 p.m.
- VIII. **Adjournment**
3:00 - 3:05 p.m.



COLORADO

Department of Transportation

Clean Transit Enterprise Board

March 7, 2023



AGENDA

| Topic | Presenter |
|---|-----------------------|
| Welcome, Roll Call, Agenda Review (5 min) | Matt Frommer, Chair |
| Action Agenda (5 min) <ul style="list-style-type: none"> • Approval of Minutes - 1/24/23 CTE Board Meeting | Matt Frommer, Chair |
| Program Administrator Update (5 min) | Kay Kelly, CDOT |
| Clean Transit Retail Delivery Fee Inflationary Adjustments (10 min) <ul style="list-style-type: none"> • Determination and Approval of Enterprise Fee Levels for FY 23-24 | Kay Kelly, CDOT |
| Enterprise Financial Update (10 min) <ul style="list-style-type: none"> • Approval of FY 23-24 CTE Budget | Celeste Kopperl, CDOT |
| Final Decision Items for Upcoming CTE Funding Opportunity (15 min) <ul style="list-style-type: none"> • Approval of Match Structure • Approval of Equity Approach • Approval of Data Collection Requirements | Mike King, CDOT |
| Future CTE Meeting Schedule (5 min) | Kay Kelly, CDOT |
| Adjournment | Matt Frommer, Chair |



Program Administrator Update



Program Administrator Update

- State Legislative Update
- Remaining Decisions from CTE 10 Year Plan on Match Structure/Match Relief Policy, Equity Approach and Data Reporting Requirements
 - Multiple presentations from staff between July 2022 and January 2023
 - Robust conversation with transit stakeholders and CTE Board
 - Final recommendations being presented today
- First CTE Funding Opportunity to be included in upcoming Division of Transit and Rail “Super Call”
 - Estimated Release in April 2023



Clean Transit Retail Delivery Fee Levels for FY 23-24



2 CCR 607-1 Clean Transit Retail Delivery Fee

Statutory Authority for Fees

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

- \$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



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 | N/A | N/A | N/A | 2024-25 | TBD |

Recommendation for Fee Level Adjustment:

- Increase the Clean Transit Retail Delivery Fee from \$0.0300 to \$0.0311 for FY 23-24 (Colorado Fiscal Year starting July 1, 2023 and concluding on June 30, 2024)



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 eleven one-hundredths cents (\$0.0311) for fiscal year 2023-24, 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 2023-24 fee levels.
- 2) Updated Enterprise fee level and fee collection forecasts for review by the Board of Directors.
- 3) Fee level adjusted by the Department of Revenue starting on July 1, 2023.



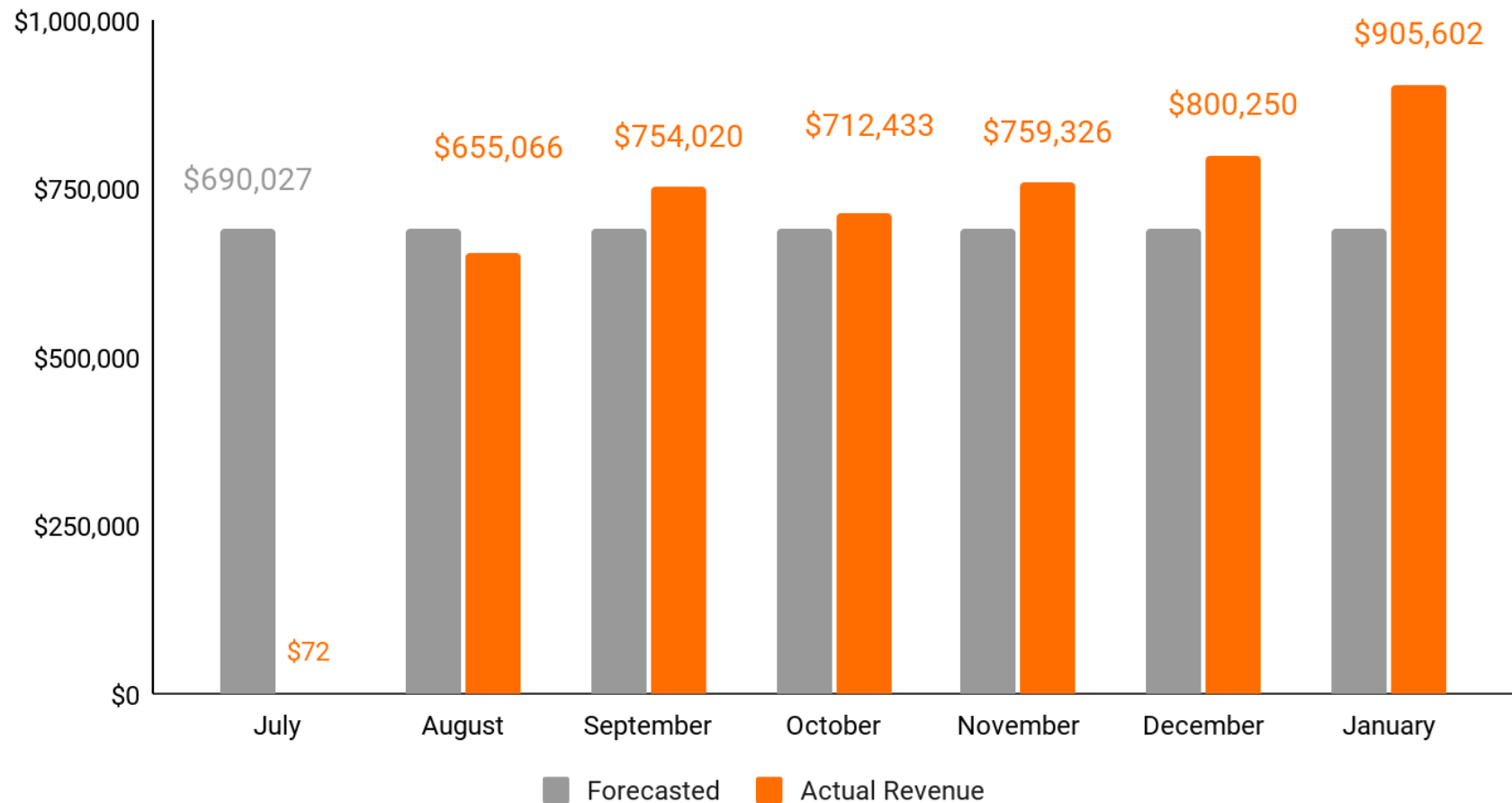
Enterprise Financial Update



Clean Transit Enterprise - Retail Delivery Fee

- **Retail Delivery Fee (\$0.03):**
 - Total Forecasted: \$4,830,192
 - Total Collected: \$4,586,769
 - Difference: -\$243,423

Clean Transit Enterprise Retail Delivery Fee Forecasted to Actual





Decision Item: FY 2023-24 Final Budget Review and Approval

| LINE ITEM | FY2023-24 |
|--|---------------------|
| TOTAL REVENUES | \$ 9,132,872 |
| Clean Transit Retail Delivery Fee | \$ 9,132,872 |
| ADMINISTRATION & AGENCY OPERATIONS | \$ 560,917 |
| Staff Salaries | \$ 426,317 |
| Attorney General's Office Fees | \$ 1,000 |
| Office of State Audit - Annual Financial Audit | \$ 2,000 |
| Professional Services | \$ 100,000 |
| Language Translation Services | \$ 25,000 |
| Administrative Expenses | \$ 6,600 |
| Board/Staff Travel | \$ 5,000 |
| Board Meeting Expenses | \$ 600 |
| Miscellaneous | \$ 1,000 |
| Loan Payments | \$ - |
| CONTINGENCY RESERVE | \$ 913,287 |
| Board Reserve Fund (10.00%) | \$ 913,287 |
| PROGRAMMED FUNDS | \$ 7,658,668 |
| Programmed Funds | \$ 7,658,668 |
| TOTAL - CTE | \$ 9,132,872 |



| | |
|----------------------------------|-------------------|
| Staff Salaries | \$ 426,317 |
| Program Administrator | \$ 15,525 |
| Board Secretary | \$ 5,693 |
| DTR Director | \$ 6,728 |
| DTR Staff | \$ 310,500 |
| OIM Staff | \$ 38,813 |
| Enterprise Controller/Accountant | \$ 15,525 |
| DAF Budget Analyst | \$ 10,350 |
| DAF Procurement Staff | \$ 20,700 |
| OPGR Rules Coordinator | \$ 2,484 |



Highlights of Final FY 2023-24 CTE Budget

- **Aligning enterprise budget cycle to CDOT budget Cycle**
 - Enterprise budgets included in CDOT overall budget allocation plan for the fiscal year
 - Proposed Budget approved in November 2022 for FY 2023-24 to submit to the Joint Budget Committee by December 15, 2022
 - Final budget allocation plan to be presented to the Board in March, for submission to the Governor on April 15, 2022
- **Total Revenue Allocation for FY 2023-24: \$9,132,872**
 - Admin and Agency Operations: \$560,917
 - Contingency Reserve: \$913,287
 - Programmed Funds: \$7,658,668
- **Annual appropriation: residual FY23 balance will stay in cash fund until requested from legislature**



Enterprise Board Action & Next Steps

Proposed Motion for Board of Directors Consideration:

Move for the Clean Transit Enterprise to adopt the final fiscal year 2023-24 budget, based on the recommendations of Enterprise staff, and report the final revenue allocation plan to the Colorado Department of Transportation.

Next Steps:

- 1) Staff will include final budget in CDOT Final Budget Allocation Plan
- 2) Any adjustments to this plan will be brought to the Board of Directors for review and approval



Final Decision Items for Upcoming CTE Funding Opportunities

- 1) Match Structure
- 2) Equity Approach
- 3) Data Collection Requirements



CTE Match Approach Background

10 Year Plan Development

- During the development of the CTE 10 Year Plan, board members, stakeholders, and staff identified the need for a grantee match strategy that accounts for different types of projects (e.g. planning versus capital) and differences in available local resources
 - Without accounting for this element, larger and better resourced agencies would be able to take advantage of CTE funding opportunities, while smaller and more tightly constrained entities might be left behind
- In order to consistently and fairly determine the appropriate match level for a given agency, the formula model employed in CDOT's Multimodal & Mitigation Options Funds (MMOF) Program was suggested as a potential starting point



CTE Match Approach Background

- In the July CTE board meeting, Michael Snow from CDOT DTD shared the MMOF match formula, which determines match percentages for each county and municipality in the state based on a formula incorporating multiple data points
- During the October CTE board meeting, the directors indicated a preference for a more simplified approach using a standard match percentage for each type of project, plus a supplemental process for case-by-case match relief
- At the November CTE board meeting, the directors encouraged staff to further refine the proposed match and incentive levels - particularly for vehicle grants that include the scrapping of an existing ICE vehicle



CTE Match Approach Background

- During the January CTE board meeting, many directors expressed concern about the impact of vehicle scrapping incentives on further limiting the supply of transit vehicles in the state and encouraged staff to leave such decisions at the discretion of transit agencies
- The updated match structure incorporates all of these requested changes



CTE Grantee Match Requirements

| <i>Project Category</i> | <u>Planning</u> | <u>Infrastructure</u> | <u>Facilities</u> |
|--|-----------------|-----------------------|-------------------|
| <i>Standard Match Requirement</i> | 10% | 20% | 50% |
| <i>Match Requirement with Relief Request</i> | 5% | 10% | 25% |

| <i>Project Category</i> | <u>Vehicles</u> |
|--|------------------------------------|
| <i>Standard Incentive Level</i> | 100% of incremental cost |
| <i>Incentive Bonus with Relief Request</i> | Additional 25% of incremental cost |

- Match relief requests will be assessed based on predetermined criteria in line with existing CDOT policy, including the potential use of Toll Credits
- “Incremental cost” is defined as the difference between the cost of a “conventional” replacement vehicle and that of an equivalent zero-emission vehicle
- Scrapping of existing transit vehicles will not be required or incentivized, but remains at the discretion of the grantee transit fleet; the Board may revisit this decision in future funding cycles



CTE Grantee Match Requirements

Decision Item

- Motion to approve the proposed match levels from the below table for the first grant cycle and consider adjustments in future grant rounds.

| <i>Project Category</i> | <u>Planning</u> | <u>Infrastructure</u> | <u>Facilities</u> |
|--|-----------------|-----------------------|-------------------|
| <i>Standard Match Requirement</i> | 10% | 20% | 50% |
| <i>Match Requirement with Relief Request</i> | 5% | 10% | 25% |

| <i>Project Category</i> | <u>Vehicles</u> |
|--|------------------------------------|
| <i>Standard Incentive Level</i> | 100% of incremental cost |
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CTE Equity Approach



Equity Approach Options

| Basis of Determination | Pros | Cons |
|------------------------|---|--|
| Geographic ✓ | <p>Data is clear and readily available</p> <p>Consistent with other state and federal equity approaches</p> | <p>Census boundaries don't align neatly with transit routes or service areas</p> <p>Geographic approach doesn't account for riders</p> |
| Demographic ✗ | <p>Potentially better aligned with actual riders and neighbors bearing the disproportionate impacts</p> | <p>Data is inconsistent or sparse</p> <p>Data may change over time to become less reflective of need</p> <p>Possible privacy concerns</p> |
| Agency Focused ✗ | <p>May better reflect the barriers to electrification if they are related to the agency rather than the geographic area</p> <p>Consistent metrics may be easier to identify</p> | <p>Agency staffing and resources aren't necessarily reflective of public needs and impacts</p> <p>Unclear if a consistent, meaningful measure exists</p> |
| Other ✓ | | |



Overview of different equity definitions and tools

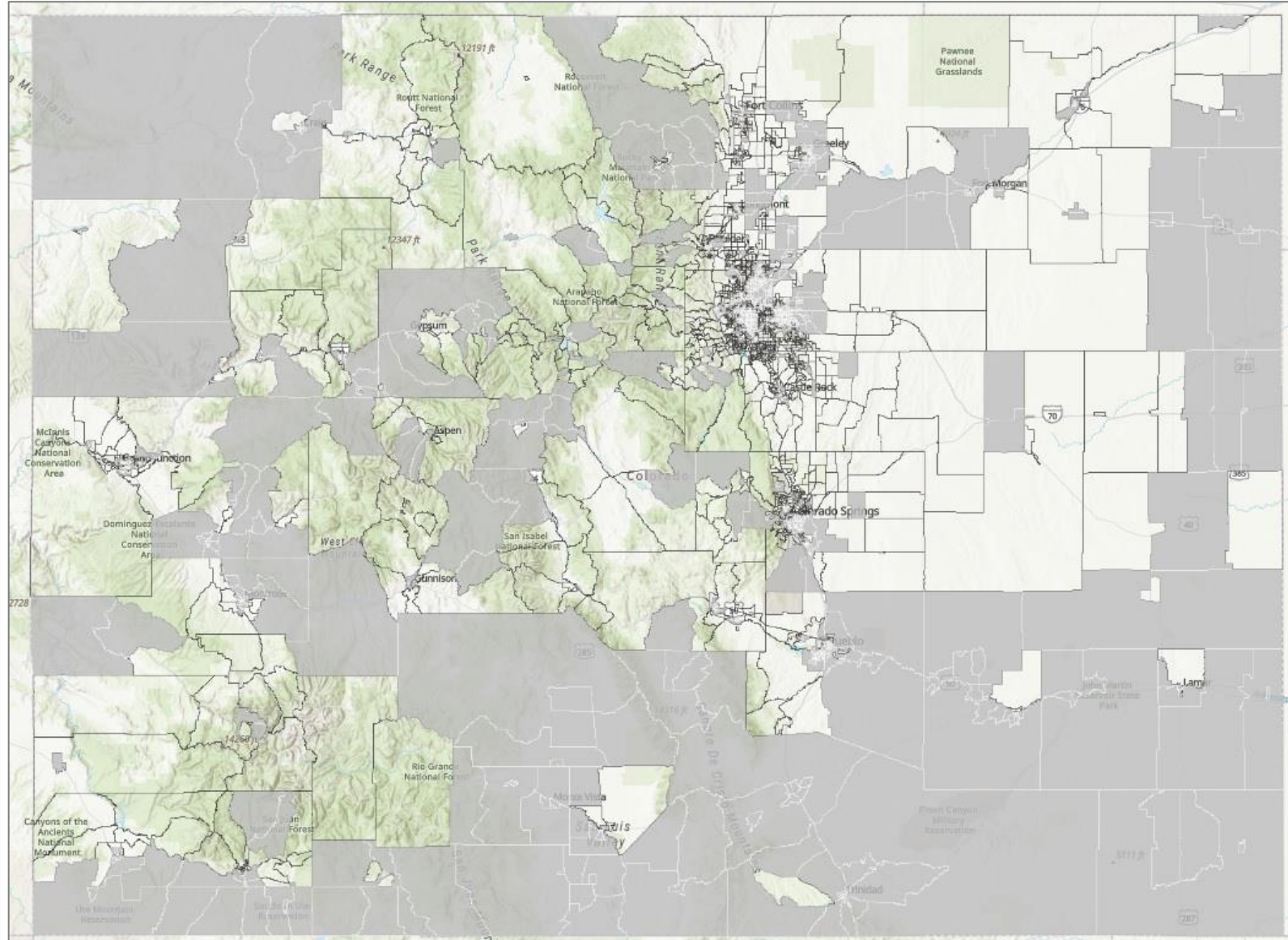
| Tool/definition name | Agency | Summary | Considerations for use |
|---|--------------|---|---|
| SB21-260 disproportionately impacted definition | Legislature | Disproportionately impacted community (DIC) - census block group where <ol style="list-style-type: none"> 1. the proportion of households that are low income is greater than 40% 2. the proportion of households that identify as as minority is greater than 40%, or 3. the proportion of households that are housing cost-burdened is greater than 40% Cost-burdened: household that spends more than 30% of its income on housing Low income: median household income less than 200% of FPL | <ul style="list-style-type: none"> ● Defined in statute, must be used in Enterprise-funded community programs at least in some way |
| CO Enviroscreen | CDPHE | Environmental justice mapping and health screening tool for Colorado that identifies areas with current/past environmental inequities, where DICs have a greater health burden and/or face more environmental risks, and DICs based on the definition in Colorado’s Environmental Justice Act (HB21-1266) | <ul style="list-style-type: none"> ● Likely to be used by many CO state grant programs ● Scores every block group with a percentile - have to decide what to use as a threshold |
| Electric Vehicle (EV) Charging Justice40 Map Disadvantaged Communities (DACs) | USDOT/ USDOE | Consistent with the Justice40 Interim Guidance, U.S. DOT and U.S. DOE developed a joint interim definition of disadvantaged communities (DACs) for the National Electric Vehicle Infrastructure (NEVI) Formula Program. The definition uses publicly available data sets that capture vulnerable populations, health, transportation access and burden, energy burden, fossil dependence, resilience, and environmental and climate hazards. | <ul style="list-style-type: none"> ● Must be used in NEVI-funded programs, at least in reporting ● Tract level, while others are at block group level |
| EV Equity Prioritization tool and indices | CEO | Includes several different indexes, including an overall “transportation equity” index. Identifies areas with different types of transportation burdens, such as exposure to freight pollution, lack of transit access, etc. | <ul style="list-style-type: none"> ● May capture additional variables beyond Enviroscreen that are more focused on transportation |



Enhanced Incentive Map

This Enhanced Incentives Map combines the 4 layers on the previous map and adds tribal areas as a final input. Any parcel shown in grey is considered eligible for enhanced incentives in the Charge Ahead Colorado and DCFC Plazas grant programs.

For consistency, the CTE could consider a similarly broad definition of geographic equity need.





Equity Approach Options

| Method of Addressing | Pros | Cons |
|-------------------------------|--|--|
| Decreased Match Requirement ✓ | Consistent with approach to scrapping and match relief, easy to understand | Doesn't make award more likely Combining 2 or more match changes may limit overall impact |
| Increased Funding ("Bonus") ✓ | Clear and direct support for project | Doesn't make award more likely Taken alone, could increase match amount |
| Higher Application Scoring ✓ | Directly increases likelihood of award for projects that support equity Could be combined with match relief | Taken alone, doesn't address match limitations |
| Statewide Equity Target ? | Takes focus off of individual application or applicant for a more holistic view Encourages staff to promote grants to more agencies statewide | Number, location, and equity status of applicants is out of CTE control |
| Other | ? | ? |



CTE Equity Approach

Decision Item

Motion to:

- base the initial CTE equity approach on Geography, using the 5-factor map wherein eligible applicants will receive higher scoring on grant applications, reduced match requirements, and/or incentive bonuses; and
- provide an opportunity for applicants to request Equity consideration based on other, non-geographic factors via an open-ended narrative; and
- work with CDOT's Environmental Justice and Equity Branch to develop a statewide equity target for the CTE to track moving forward



Data Reporting Discussion



CTE Data Reporting Requirements

Key Questions:

- What vehicle and/or charger data should grantee transit agencies be required to report to the CTE on a regular basis?
- What vehicle and charger telematics are already being collected?
- How often should data be reported?



Data Reporting Requirements Background

- CDOT staff established a working group with experts from the CDOT Division of Transit and Rail (DTR), Colorado Department of Public Health and Environment (CDPHE), Colorado Energy Office (CEO) and the National Renewable Energy Lab (NREL) to explore what vehicle and/or charger data should grantee transit agencies be required to report to the CTE on a regular basis.
- Following the working group meeting, feedback from the Colorado Electric Vehicle Coalition (CEVC) Transit Subgroup was also solicited.
- During the January CTE Board Meeting, directors expressed consensus that full telematics data reporting should be required on an annual basis for vehicles funded via CTE grants.



CTE Data Reporting Requirements

Decision Item

Motion to require CTE awardees to share any and all telematics data on funded vehicles to the staff of CDOT on an annual basis in order to verify usage and conduct analysis aimed at improving CTE programs and supporting future transit electrification planning efforts.



Next Steps

- Thank you for your work and deliberation on these topics for the last year!
- Staff will use the Board's direction to issue CTE's first funding opportunity to be included in the upcoming DTR Super Call
 - Anticipated release in April 2023
- Applications for CTE funding will be assessed for eligibility and scored by a review panel
- Staff will present a list of applications recommended for funding to the Clean Transit Enterprise Board for final approval



Future CTE Meeting Schedule



Future CTE Meeting Schedule

- Per our Articles of Organization and Bylaws, CTE Board is required to meet a minimum of four times per year:
 - The Board will always need to meet in **October** for draft budget approval and in **February** for final budget approval
 - The Board will always need to meet in **February** to discuss inflationary adjustments to the Clean Transit Retail Delivery Fee so that the Department of Revenue can be notified of any changes by March 15th
- Staff recommends meeting in **October** and **February** to align with budget and fee timelines and targeting **May** and **August** for other scheduled meetings
- Additional meetings can also be scheduled for timely items that the Board needs to discuss



Upcoming Meetings and Topics

Upcoming Meetings:

- Tuesday May 2, 2023 - 2:00-4:00 pm
- Tuesday August 8, 2023 - 2:00-4:00 pm
- Tuesday October 10, 2023 - 2:00-4:00 pm

Topics:

- CTE Budget Policy Directive
- Public accountability dashboard development
- Transit agency presentations
- Other topics at the Board's pleasure



Questions / Discussion



Clean Transit Enterprise Information

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- Mobility Services
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- 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

cdot_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](#)

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THANK YOU!



Clean Transit Enterprise Board Meeting

March 7, 2023

Regular Board Meeting – Tuesday, March 7, 2023. 2:00 – 3:30pm, Virtual via Zoom Meeting

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

1. Call to Order, Roll Call (Matt Frommer) - Time 2:03

Director Dawn Block,
Director Bonnie Trowbridge,
Director Cris Jones,
Director David Averill,
Director Theresa Takushi,
Director Kelly Blynn (indicated she is running late and will join meeting later)
Director Richard Coffin,
Chair Matt Frommer.

2. Action Agenda - Time 2:05

A motion by Chair Frommer to approve the meeting minutes from the last board meeting on January 24, 2023. Seconded by Director Takushi. Motion passes unanimously. No oppositions or abstentions.

3. Program Administrator Update (Kay Kelly) – Time 2:06

- State Legislative Update
 - HB23-1166 - seeks to remove retail delivery fee. This has been tabled indefinitely.
 - SB23-143 - seeks to modify retail delivery fee. Referred to the Senate. The Governor's office supports this.
- Remaining Decisions from CTE 10 Year Plan on Match Structure/Match Relief Policy, Equity Approach and Data Reporting Requirements
 - Final recommendations being presented today
- First CTE Funding Opportunity to be included in upcoming Division of Transit and Rail “Super Call”

No questions from directors.

4. Clean Transit Retail Delivery Fee Inflationary Adjustments (Kay Kelly) – Time 2:11

- New Fee levels must be approved by the Enterprise Board (no new rulemaking) and communicated to the Department of Revenue by March 15th
- Recommendation for Fee Level Adjustment:
 - Increase the Clean Transit Retail Delivery Fee from \$0.0300 to \$0.0311 for FY 23-24 (Colorado Fiscal Year starting July 1, 2023 and concluding on June 30, 2024)
- **Decision item:** Move for the Clean Transit Enterprise to adopt a new retail delivery fee level of three and eleven one-hundredths cents (\$0.0311) for fiscal year 2023-24, based on the recommendation from the Department of Revenue and Enterprise staff.

Kay Kelly: Any questions? Seeing no questions, I will pass it to the Chair Frommer for discussion and voting.

Matt Frommer: I make a motion to approve the increase to \$0.0311

Rick Coffin: Second

Matt Frommer: No abstentions or opposition. Motion has been approved unanimously.

5. Enterprise Financial Update (Celeste Kopperl) – Time 2:17

- Total Retail Delivery Fee collected: \$4,586,769
- Decision item: FY 2023-24 Final Budget Review and Approval
- Budget Highlights:
 - Aligning enterprise budget cycle to CDOT budget cycle

- Total Revenue Allocation for FY 2023-24: \$9,132,872
- Annual appropriation: residual FY23 balance will stay in cash fund until requested from legislature
- **Decision item:** Move for the Clean Transit Enterprise to adopt the final fiscal year 2023-24 budget, based on the recommendations of Enterprise staff, and report the final revenue allocation plan to the Colorado Department of Transportation.

Matt Frommer: Any question from the board?

Theresa Takushi: Do I need to abstain from this vote due to staffing?

Kathy Young: If there is any doubt, you can abstain. We still have a quorum without you.

Matt Frommer: Other questions? (Silence) Then I move to pass the motion for the Clean Transit Enterprise to adopt the final fiscal year 2023-24 budget, based on the recommendations of Enterprise staff, and report the final revenue allocation plan to the Colorado Department of Transportation.

Rick Coffin: Second.

Matt Frommer: Motion passes unanimously. No opposition. Director Takushi abstains.

6. Final Decision Items for Upcoming CTE Funding Opportunity (Mike King) – Time 2:25

- Updated match structure:

| Project Category | Planning | Infrastructure | Facilities |
|---------------------------------------|----------|----------------|------------|
| Standard Match Requirement | 10% | 20% | 50% |
| Match Requirement with Relief Request | 5% | 10% | 25% |

| Project Category | Vehicles |
|-------------------------------------|------------------------------------|
| Standard Incentive Level | 100% of incremental cost |
| Incentive Bonus with Relief Request | Additional 25% of incremental cost |

- **Decision item:** to approve the proposed match levels from the below table for the first grant cycle and consider adjustments in future grant rounds.

Matt Frommer: Any questions from the board? I do have one question. Can you say what the relief request eligibility will look like?

Mike King: Part of this is related to later points about equity planning. This will be based on geographic determinants as well as the open-ended question in the application process. The board will make a final decision on relief requests.

Rick Coffin: Are we funding vehicle conversions? Or just new vehicles?

Mike King: It has always been allowed, and we are open to it, but we don't get many requests.

Rick Coffin: About scrapping, I'm disappointed that the scrapping incentive has been removed. Based on the last meeting, it looks like it was totally removed. The 10 year plan says we should encourage it, so how are we doing that?

Mike King: We can keep track of who is and is not scrapping, and then use that data to inform future decisions.

Theresa Takushi: I'm very open to that possibility.

Cris Jones: If it is easy, then I would support adding the question to the application. At the last meeting, the majority seemed to be on board to remove the scrapping. We can change in the future, but we were pretty clear last meeting.

David Averill: Scrapping only started as a part of the VW settlement, and was not a regular part of CDOT grants before that. We have a vehicle shortage in the state. I'm open to addressing this again in the future, but I think this is what we should do now.

Rick Coffin: EPA program is similar to VW settlement in terms of replacing vehicles and scrapping incentives. Proposed to ask for additional information.

Mike King: I commit to providing that information for future board meetings.

Matt Frommer: Thank you Director Coffin. Other questions? (Silence) Then I move to approve the proposed match levels

David Averill: Second

Matt Frommer: No abstentions or opposition. Motion has been approved unanimously.

- Equity approach: **(Time 2:44)**
- Using Geographic and open-ended narrative to determine equity

| Method of Addressing | Pros | Cons |
|-------------------------------|--|--|
| Decreased Match Requirement ✓ | Consistent with approach to scrapping and match relief, easy to understand | Doesn't make award more likely Combining 2 or more match changes may limit overall impact |
| Increased Funding ("Bonus") ✓ | Clear and direct support for project | Doesn't make award more likely Taken alone, could increase match amount |
| Higher Application Scoring ✓ | Directly increases likelihood of award for projects that support equity Could be combined with match relief | Taken alone, doesn't address match limitations |
| Statewide Equity Target ? | Takes focus off of individual application or applicant for a more holistic view Encourages staff to promote grants to more agencies statewide | Number, location, and equity status of applicants is out of CTE control |
| Other | ? | ? |

-
- **Decision item:**
 - base the initial CTE equity approach on Geography, using the 5-factor map wherein eligible applicants will receive higher scoring on grant applications, reduced match requirements, and/or incentive bonuses; and
 - provide an opportunity for applicants to request Equity consideration based on other, non-geographic factors via an open-ended narrative; and
 - work with CDOT's Environmental Justice and Equity Branch to develop a statewide equity target for the CTE to track moving forward

Matt Frommer: Is the equity map binary or are there more specific metrics?

Mike King: It could be either, the binary approach may be difficult, due to how much of the state is covered. We could have applicants tell us how much of a route is in that area. We can give a rating based on what they put in the short answer.

Cris Jones: I agree. Even Aspen has some qualifying areas. It may be better to cover our bases, and make sure we're not giving the equity relief to everyone who applies.

Theresa Takushi: We have been specifically applying the GHG program tool which can be used to develop an equity score. We may have the option for applicants to input data and receive their equity score in the future when the process is simplified and does not require GIS training.

Matt Frommer: If we just used one of the metrics, instead of all four, how would that compare?

Mike King: I would have to look at the percentages in the map, but we are more obligated to use the SB 260 definition of equity to figure out scoring and baseline and if there are any negative effects on awardees.

Matt Frommer: For me, I'd like to have a dynamic scoring system, to make sure. We could give the equity incentive to maybe the top 25% of applicants that way.

Mike King: I agree with Director Jones. As we get more information, we can adjust and evolve the process of equity scoring and the methods used based on board direction.

Matt Frommer: If there are no other questions, I will make a move to approve the motion.

Cris Jones: Second.

Matt Frommer: No abstentions or opposition. Motion has been approved unanimously.

(Director Blynn joined the call and was present for this vote)pp

- Data reporting requirements **(Time 3:01)**
- Key Questions:
 - What vehicle and/or charger data should grantee transit agencies be required to report to the CTE on a regular basis?
 - What vehicle and charger telematics are already being collected?
 - How often should data be reported?
- **Decision item:** to require CTE awardees to share any and all telematics data on funded vehicles to the staff of

CDOT on an annual basis in order to verify usage and conduct analysis aimed at improving CTE programs and supporting future transit electrification planning efforts.

Matt Frommer: Any other questions? I will make a motion to approve the CTE telematics data requirements.

Theresa Takushi: Second.

Matt Frommer: No abstentions or opposition. Motion has been approved unanimously.

6. Final Decision Items for Upcoming CTE Funding Opportunity (Kay Kelly) – Time 3:05

- Staff will use the Board’s direction to issue CTE’s first funding opportunity to be included in the upcoming DTR Super Call
- Anticipated release in April 2023
- Applications for CTE funding will be assessed for eligibility and scored by a review panel
- Staff will present a list of applications recommended for funding to the Clean Transit Enterprise Board for final approval

David Averill: Can you give us an overview of who is scoring the grants?

Mike King: There will be multiple representatives from OIM, DTR, CEO CDPHE, NREL, EJ Groups, and CASTA

David Averill: Could we also get a list of unfunded projects?

Kay Kelly: We will provide the overview and all the information from the applications to be approved by the board.

Matt Frommer: Will we see a list of the specific projects funded by CTE?

Kay Kelly: You will definitely get a list of the specific projects funded by CTE. Some projects in that list may or may not receive funding from other state or federal programs. We have an obligation for our public accountability dashboard to provide a specific list of projects funded through CTE. Any other questions?

Matt Frommer: Are the transit agencies in the state aware of this funding. Is there anything you need from us to support that and make sure everyone is aware of this opportunity?

Mike King: We do our best to inform people. We can work on building excitement around this to help get the word out.

Matt Frommer: Since it is new, could we have a newsletter or something?

Kay Kelly: We can certainly consider that, and we’ll let you know when the Super Call is released.

7. Future CTE Meeting Schedule (Kay Kelly) – Time 3:13

- CTE Board is required to meet a minimum of four times per year:
 - The Board will always need to meet in October for draft budget approval and in February for final budget approval
 - The Board will always need to meet in February to discuss inflationary adjustments to the Clean Transit Retail Delivery Fee so that the Department of Revenue can be notified of any changes by March 15th
 - Staff recommends meeting in October and February to align with budget and fee timelines and targeting May and August for other scheduled meetings
 - Additional meetings can also be scheduled for timely items that the Board needs to discuss
 - Upcoming meetings in May, August, and October
- Topics to be discussed in upcoming meetings:
 - CTE Budget Policy Directive
 - Public accountability dashboard development
 - Transit agency presentations
 - Other topics at the Board’s pleasure

8. Meeting Adjourned (Matt Frommer) - Time 3:16