

MEETING NOTICE

The next meeting of the Gunnison Valley Transportation Authority (RTA) will be:

January 20, 2012 at 8:00 a.m.
in the Commissioners Room
in the Gunnison County Courthouse
200 E. Virginia Ave., Gunnison, CO.

For copies of the agenda and minutes of previous meetings, please call Scott Truex at 970-275-0111.

Two or more County Commissioners may be in attendance at this meeting.

AGENDA
GUNNISON VALLEY TRANSPORTATION AUTHORITY
January 20, 2012
8:00 A.M. – GUNNISON COUNTY COURTHOUSE

- 8:00 A. INTRODUCTION
- 8:01 B. ADOPTION OF THE AGENDA – **motion & decision**
- 8:02 C. APPROVAL OF THE DECEMBER 9, 2011 MINUTES – **motion & decision**
- 8:03 D. EXECUTIVE DIRECTOR’S FINANCIAL REPORT – Scott Truex
- 8:10 E. CORRESPONDENCE – Scott Truex
-
- 8:11 F-1. OLD BUSINESS – General RTA Issues
- 1) Airport Update – John Devore
- 8:25 G-1. NEW BUSINESS – General RTA Issues
- 1) Election of Officers for 2012– **nominations, motion & decision**
 - 2) Confirm 2012 meeting dates (possible changes) – Scott Truex – **possible motion & decision**
 - 3) Tourism Association Update – Jane Chaney
 - 4) Citizen Advisory Committee Update – Jeff Moffett
-
- 8:55 F-2. OLD BUSINESS – Air Service
- 1) 2011-2012 air service program – Kent Myers & Jeff Moffett
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- 9:00 F-3. OLD BUSINESS – Ground Transportation
- 1) Gunnison – Mt. CB service update – Scott Truex & Stewart Johnson
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- 9:15 G-2. NEW BUSINESS – Air Service
- 1) Air Service Subcommittee report – Jonathan Houck
 - 2) Air Service Strategic Plan – discussion regarding how to move forward with developing the plan, picking a date for the planning session, discussing options that need to be researched prior to the planning session, and assigning tasks for the planning session – Jonathan Houck and Scott Truex
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- 11:15 G-3. NEW BUSINESS - Ground Transportation
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- 11:16 H. COMMENTS FROM BOARD MEMBERS
- 11:20 I. PUBLIC COMMENT PERIOD
- 11:25 J. ADJOURNMENT

Next Meeting –February 11, 8:00 a.m. in Crested Butte

All times are approximate – the meeting may move more quickly or more slowly than indicated.

GUNNISON VALLEY TRANSPORTATION AUTHORITY

December 9, 2011 Meeting Minutes

Scott Truex, Executive Director
Kent Myers, Airplanners LLC
Paula Swenson, Gunnison County
Phil Chamberland, Gunnison County
Jonathan Houck, City of Gunnison
Bill Nesbitt, City of Gunnison
Chris Morgan, Town of Mt. Crested Butte
William Buck, Town of Mt. Crested Butte
Aaron "Huck" Huckstep, Town of Crested Butte
Roland Mason, Town of Crested Butte

Several other community members were present in the audience including representatives from The Town of Mount Crested Butte, Crested Butte Mountain Resort, the public, and the RTA Citizens Advisory Committee

A. INTRODUCTION – Jonathan Houck called the meeting to order at 8:04 a.m.

B. ADOPTION OF THE AGENDA – William Buck moved and Bill Nesbitt seconded a motion to adopt the agenda as presented. Motion passed unanimously.

C. APPROVAL OF THE NOVEMBER 4, 2011 MINUTES – William Buck moved and Bill Nesbitt seconded to approve the minutes as presented. Motion passed unanimously.

D. EXECUTIVE DIRECTOR'S FINANCIAL REPORT – Scott Truex presented the financial report (which was included in the packet) to the Board. He also made a recommendation that, due to the current financial situation, the RTA not proceed with entering into a contract for a letter of credit with the Community Banks of Colorado in January of 2012. The board agreed.

E. CORRESPONDENCE – None.

GENERAL RTA ISSUES

F-1. OLD BUSINESS

2) None.

G-1. NEW BUSINESS

5) Approve 2010 audit – After discussion, Bill Nesbitt moved and Paula Swenson seconded a motion to accept the audit as presented. Motion passed unanimously.

6) D&O Insurance – Scott Truex discussed a conversation he had with Rod Landwehr where Landwehr recommended that the contract with Truex Management Services be amended such that either the contract be terminated and Truex be hired as an

employee of the RTA, or that Truex obtain Professional Liability Insurance and be reimbursed for the expense by the RTA. The reasoning was that Truex is not covered under the Governmental Immunity Act and that a change was necessary in case of future lawsuits. Truex stated that he had consulted with an insurance agent and purchased \$1,000,000 worth of coverage for \$750 for one year. After discussion, Bill Nesbitt moved and Phil Chamberland seconded a motion to reimburse Truex Management Services \$750. The motion passed unanimously.

- 7) Tourism Association Update – Jane Chaney was unable to attend, however Scott Truex reported that Jane had communicated to him that the TA was in the middle of its winter marketing efforts and that they had a plan to increase marketing for the next year. Scott Clarkson updated the board on the cooperative efforts between CBMR and the TA to utilize \$200,000 from the LMD fund balance for year-round marketing.
- 8) Citizen Advisory Committee Update – No Report.

AIR SERVICE ISSUES

F-2. OLD BUSINESS

- 2) 2011-2012 air service program – Kent Myers discussed the latest booking report for United Airlines service from Houston. He discussed the national airline situation and fares. He stated that Christmas week is soft across ski country. Jeff Moffett shared CBMR's booking report and stated that seat sales are down 12% which corresponds to the 11% decrease in capacity. He reported that December is up 4% overall. He updated the board on marketing efforts. There was discussion regarding the future of the Gunnison and Montrose airports and the future of the air service program.
- 3) 2012 Airport survey discussion – Scott Truex presented two options for performing surveys during this winter season. RRC could perform a survey for about \$5,000, but there would be implementation issues. Also, CBMR offered to – and will – include some of the RTA questions in their lodging survey. After discussion, the board thanked CBMR for including the questions and directed Truex to start preparations for conducting a survey with RRC for the 2012-2013 season.

G-2. NEW BUSINESS –

- 1) Possible creation of an Air Service sub-committee to work with CBMR – Jonathan Houck discussed the idea of creating the subcommittee to increase communication between the 2 partners. He suggested that we create the subcommittee of the 3 mayors, a county commissioner, Scott Truex, Kent Myers, representative from CBMR, and representatives WSC, the Chambers, etc. There was discussion regarding the merits of the idea. Bill Nesbitt nominated Jonathan Houck, Huck Huckstep, William Buck, and Phil Chamberland to serve as RTA representatives on the subcommittee. Paula Swenson seconded the nominations. The motion passed unanimously. It was decided to have the subcommittee members meet with CBMR representatives for five minutes after the meeting to schedule the first meeting of the subcommittee. Scott Truex was instructed to check with Rod Landwehr to determine the posting requirements for subcommittee meetings.

GROUND TRANSPORTATION ISSUES

F-3. OLD BUSINESS

- 1) Gunnison – MT CB service update – Scott Truex & Stewart Johnson updated the board on ridership and reported that there were some extra buses run on the first weekend in December due to an event on the mountain which was attended by many WSC students.

G-3. NEW BUSINESS – None

H. COMMENTS FROM BOARD MEMBERS – Jonathan Houck welcomed Aaron “Huck” Huckstep to the board.

I. PUBLIC COMMENT PERIOD – none.

The meeting was adjourned at 9:02 a.m.

These minutes are the final version approved by the Board of Directors of the Gunnison County Transportation Authority at its meeting on January 20, 2012.

Paula Swenson, Secretary

Gunnison Valley Transportation Authority										
Sales Tax Revenues										
	2007	2008	2009	2010	Budget 2011	Actual 2011	% vs Budget	% Change 10-11	% Change 07-11	Projected 2011
Jan	\$ 105,609	\$ 103,663	\$ 86,153	\$ 70,452	\$ 71,280	\$ 71,280.08	0.0%	1.2%	-32.5%	\$ 71,280
Feb	\$ 107,137	\$ 93,805	\$ 81,262	\$ 75,382	\$ 64,220	\$ 64,220.19	0.0%	-14.8%	-40.1%	\$ 64,220
Mar	\$ 119,164	\$ (11,179)	\$ 93,904	\$ 98,721	\$ 94,079	\$ 94,078.70	0.0%	-4.7%	-21.1%	\$ 94,079
April	\$ 71,328	\$ 61,635	\$ 51,851	\$ 43,673	\$ 43,639	\$ 43,639.33	0.0%	-0.1%	-38.8%	\$ 43,639
May	\$ 84,000	\$ 65,705	\$ 59,877	\$ 85,985	\$ 50,058	\$ 50,058.32	0.0%	-41.8%	-40.4%	\$ 50,058
June	\$ 120,934	\$ 105,009	\$ 94,998	\$ 88,798	\$ 88,958	\$ 88,971.87	0.0%	0.2%	-26.4%	\$ 88,958
July	\$ 138,044	\$ 136,398	\$ 121,316	\$ 118,426	\$ 136,630	\$ 136,721.60	0.1%	15.4%	-1.0%	\$ 136,722
Aug	\$ 134,640	\$ 128,525	\$ 109,125	\$ 107,500	\$ 102,100	\$ 157,577.77	54.3%	46.6%	17.0%	\$ 156,635
Sept	\$ 113,222	\$ 106,116	\$ 95,231	\$ 84,086	\$ 79,900	\$ 71,038.89	-11.1%	-15.5%	-37.3%	\$ 71,039
Oct	\$ 80,175	\$ 79,006	\$ 65,353	\$ 65,900	\$ 62,600	\$ 63,469.28	1.4%	-3.7%	-20.8%	\$ 63,469
Nov	\$ 77,797	\$ 57,190	\$ 53,910	\$ 51,263	\$ 48,700	\$ 51,987.75	6.8%	1.4%	-33.2%	\$ 51,988
Dec	\$ 126,513	\$ 111,008	\$ 98,260	\$ 96,014	\$ 91,400					\$ 91,400
Year-to-date	\$ 1,152,050	\$ 925,874	\$ 912,980	\$ 890,186	\$ 842,164	\$ 893,043.78	6.0%	0.3%	-22.5%	
Full Year	\$ 1,278,563	\$ 1,036,882	\$ 1,011,240	\$ 986,200	\$ 933,564					\$ 983,487

Gunnison Valley Transportation Authority
Financial Report - November, 2011

	YTD Actual	2011 Budget	Adjustments	2011 Projected
Beginning Fund Balance	\$ 329,648.59	\$ 329,649	\$ -	\$ 329,649
Revenues:				
Sales Tax	\$ 893,043.78	\$ 933,564	\$ 49,923	\$ 983,487
Sales Tax - Clerk	\$ 4,960.27	\$ 5,000	\$ -	\$ 5,000
Donations	\$ 100,027.00	\$ 100,000	\$ -	\$ 100,000
Earnings on Investments	\$ 2,412.33	\$ 1,000	\$ -	\$ 1,000
Financing Proceeds	\$ 260,000.00	\$ 260,000	\$ -	\$ 260,000
Refund on Expenditures	\$ 200.00	\$ 200	\$ -	\$ 200
5311 - A FTA 5311 Admin Grant	\$ 35,840.00	\$ 35,934	\$ -	\$ 35,934
5311 - O FTA 5311 Operating Grant	\$ 94,942.00	\$ 99,440	\$ -	\$ 99,440
5311 - O Passenger Fares	\$ 31,613.84	\$ 31,614	\$ -	\$ 31,614
Total Revenues	\$ 1,423,039.22	\$ 1,466,752	\$ 49,923	\$ 1,516,675
Expenditures				
Postage	\$ 5.80	\$ 100	\$ (70)	\$ 30
Photocopies	\$ -	\$ 100	\$ (100)	\$ -
Equipment Under \$4,000	\$ -	\$ 100	\$ (100)	\$ -
Travel - Transportation	\$ 536.01	\$ 1,200	\$ (664)	\$ 536
Travel - Meals	\$ 570.57	\$ 1,200	\$ (800)	\$ 400
Travel - Lodging	\$ 543.06	\$ 1,200	\$ (657)	\$ 543
Legal Services	\$ 1,655.00	\$ 8,500	\$ (6,585)	\$ 1,915
Contracted Temporary Help	\$ 542.50	\$ 2,400	\$ (1,800)	\$ 600
Professional Services - Airplanners	\$ 47,595.36	\$ 51,600	\$ (3,000)	\$ 48,600
Meetings - Registrations	\$ 250.00	\$ 250	\$ -	\$ 250
State Fees	\$ 9,727.76	\$ 12,720	\$ -	\$ 12,720
Treasurer's Fees	\$ -	\$ 15,000	\$ -	\$ 15,000
Advertising & Legal Notices	\$ 3,002.11	\$ 3,000	\$ 650	\$ 3,650
Dues & Memberships	\$ 3,143.50	\$ 3,250	\$ (106)	\$ 3,144
Auditing	\$ 2,350.00	\$ 2,273	\$ 77	\$ 2,350
Insurance & Bonds	\$ 3,988.00	\$ 3,300	\$ 688	\$ 3,988
Principle Payment	\$ 260,000.00	\$ 260,000	\$ -	\$ 260,000
Interest Payments	\$ 4,123.88	\$ 6,000	\$ (1,876)	\$ 4,124
Bank Fees	\$ 1,500.00	\$ 1,500	\$ -	\$ 1,500
Investment Commissions/Fees	\$ -	\$ 27	\$ (27)	\$ -
Transfer to General Fund	\$ 21,025.62	\$ 22,937	\$ -	\$ 22,937
Airline Guarantees	\$ 626,875.00	\$ 626,875	\$ -	\$ 626,875
Ground Transportation - Denver	\$ 42,750.00	\$ 42,750	\$ -	\$ 42,750
5311 - A Management Services - Truex	\$ 67,200.00	\$ 67,200	\$ -	\$ 67,200
5311 - O Diesel Fuel	\$ 54,664.22	\$ 52,600	\$ 11,850	\$ 64,450
5311 - O Repair & Maintenance - Vehicles	\$ 64,110.91	\$ 80,000	\$ (12,830)	\$ 67,170
5311 - O Purchased Transportation Services	\$ 196,042.76	\$ 236,120	\$ (805)	\$ 235,315
Total Expenditures	\$ 1,412,202.06	\$ 1,502,202	\$ (16,155)	\$ 1,486,047
Ending Fund Balance	\$ 340,486	\$ 294,199		\$ 360,277
Amount Due on Loan	\$ -	\$ -		\$ -
Capital Reserve	\$ 110,000	\$ 110,000		\$ 110,000
Unrestricted Fund Balance	\$ 230,486	\$ 184,199		\$ 250,277

Report shows posted revenues through November & expenditures through November

Report prepared by Scott Truex with information from the County Finance department on December 21, 2011

Gunnison Valley Transportation Authority							
Financial Report - January, 2012							
				YTD	2012		2012
				Actual	Budget	Revisions	Projected
Beginning Fund Balance				\$ 356,989.00	\$ 294,199	\$ 62,790	\$ 356,989
Revenues:							
	Sales Tax				\$ 910,000	\$ -	\$ 910,000
	Sales Tax - Clerk				\$ 5,000	\$ -	\$ 5,000
	Earnings on Investments				\$ 1,000	\$ -	\$ 1,000
	Financing Proceeds				\$ 100,000	\$(100,000)	\$ -
5311 A&O	FTA 5311 Admin. & Operating Grant				\$ 135,374	\$ -	\$ 135,374
Total Revenues				\$ -	\$ 1,151,374		\$ 1,051,374
Expenditures							
	Postage				\$ 100	\$ -	\$ 100
	Photocopies				\$ 100	\$ -	\$ 100
	Equipment Under \$4,000				\$ 100	\$ -	\$ 100
	Travel - Transportation				\$ 1,200	\$ -	\$ 1,200
	Travel - Meals				\$ 1,200	\$ -	\$ 1,200
	Travel - Lodging				\$ 1,200	\$ -	\$ 1,200
	Legal Services				\$ 8,500	\$ -	\$ 8,500
	Contracted Temporary Help				\$ 2,400	\$ -	\$ 2,400
	Professional Services - Airplanners				\$ 32,000	\$ -	\$ 32,000
	Meetings - Registrations				\$ 250	\$ -	\$ 250
	State Fees				\$ 12,720	\$ -	\$ 12,720
	Treasurer's Fees				\$ 15,000	\$ -	\$ 15,000
	Advertising & Legal Notices				\$ 8,000	\$ -	\$ 8,000
	Dues & Memberships				\$ 3,250	\$ -	\$ 3,250
	Auditing				\$ 2,500	\$ -	\$ 2,500
	Insurance & Bonds		\$ 3,238.00		\$ 3,300	\$ 688	\$ 3,988
	Principle Payment				\$ 100,000	\$(100,000)	\$ -
	Interest Payments				\$ 3,000	\$ (3,000)	\$ -
	Bank Fees				\$ 1,500	\$ (1,500)	\$ -
	Investment Commissions/Fees				\$ 27	\$ -	\$ 27
	Transfer to General Fund				\$ 20,832	\$ -	\$ 20,832
	Airline Guarantees		\$ 52,500.00		\$ 218,125	\$ -	\$ 218,125
5311 - A	Management Services - Truex				\$ 67,200	\$ -	\$ 67,200
5311 - O	Diesel Fuel				\$ 80,102	\$ 1,000	\$ 81,102
5311 - O	Repair & Maintenance - Vehicles				\$ 82,240	\$ -	\$ 82,240
5311 - O	Purchased Transportation Services				\$ 268,025	\$ 7,225	\$ 275,250
Total Expenditures				\$ 55,738.00	\$ 932,871		\$ 837,284
Ending Fund Balance				\$ 301,251	\$ 512,702		\$ 571,079
Capital Reserve				\$ 165,000	\$ 165,000		\$ 165,000
Unrestricted Fund Balance				\$ 136,251	\$ 347,702		\$ 406,079
Report shows posted revenues through January & expenditures through January							
Report prepared by Scott Truex with information from the County Finance department on January 12, 2012							



Gunnison Valley Rural Transportation Authority

Scott Truex, Executive Director
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Email: truex@gunnisonvalleyrta.org

2012 Meeting Dates:

- January 20 – Gunnison
- February 10 – CB
- March 9 – Gunnison
- April 13 – CB (Proposed change to April 6 – CB School break & ski area closing)
- May 11 – Gunnison
- June 8 – CB
- July 13 – Gunnison
- August 10 – CB
- September 14 – Gunnison
- October 12 – CB
- November 9 – Gunnison

Note: We may have conflicts for the February, March, May, June, & July meeting if board members are intending to continue with SET training.

Ridership on the RTA Gunnison - Crested Butte Route											
Year	Month	Riders	Bus Trips	Miles	Days	Riders		Riders	Bus Trips	Riders	Total
						per trip	per day	Last Year	Last Year	Last Year	Riders Change
2011	January	5,187	372	11,904	31	13.94	167.3	15,050	644	23.37	(9,863)
2011	February	4,812	336	10,752	28	14.32	171.9	13,446	574	23.43	(8,634)
2011	March	5,325	372	11,904	31	14.31	171.8	12,853	630	20.40	(7,528)
2011	April	2,318	198	6,336	30	11.71	77.3	3,951	238	16.60	(1,633)
2011	May	2,302	186	5,952	31	12.38	74.3	2,206	186	11.86	96
2011	June	2,884	180	5,760	30	16.02	96.1	3,311	180	18.39	(427)
2011	July	2,978	186	5,952	31	16.01	96.1	3,146	186	16.91	(168)
2011	August	3,035	186	5,952	31	16.32	97.9	2,849	186	15.32	186
2011	September	2,597	180	5,760	30	14.43	86.6	2,391	180	13.28	206
2011	October	2,473	186	5,952	31	13.30	79.8	2,344	186	12.60	129
2011	November	3,966	260	8,320	30	15.25	132.2	2,838	222	12.78	1,128
2011	December	10,765	512	16,384	31	21.03	347.3	5,650	374	15.11	5,115
Total		48,642	3,154	100,928	365	15.42	133.3	70,035	3,786	18.50	(21,393)

Alpine Express - Winter 2012 RTA Bus Boardings by Bus Stop											
Month	# of days	Northbound			Southbound			Riders			Total Riders
		Riders	Off at Cement Cr.	Riders On at Cement Cr.	Riders	On in Mt. CB	Riders On in C.B.	Riders Off at Cement Cr.	Riders On at Cement Cr.		
November	8	976	16	23	967	733	224	46	16	1,943	
December	31	5,600	64	153	5,165	3,776	1,309	198	76	10,765	
Total	39	6,576	80	176	6,132	4,509	1,533	244	92	12,708	

Leg	# of days	November		December	Winter	Riders per Bus
		# of pax	# of pax	# of pax	# of pax	
6:45am GUN to CB		218	1196	1414		36.3
7:15am GUN to CB		82	706	788		20.2
8:15am GUN to CB		239	1028	1267		32.5
10:45am GUN to CB		220	1301	1521		39.0
2:00pm GUN to CB		90	432	522		13.4
3:00pm GUN to CB		18	280	298		7.6
4:00pm GUN to CB		60	363	423		10.8
6:00pm GUN to CB		49	294	343		8.8
8:00am CB to GUN		46	185	231		5.9
8:30am CB to GUN		15	128	143		3.7
9:30am CB to GUN		38	167	205		5.3
12:00pm CB to GUN		152	704	856		21.9
3:15pm CB to GUN		248	1235	1483		38.0
4:15pm CB to GUN		219	1156	1375		35.3
5:15pm CB to GUN		193	1151	1344		34.5
7:15pm CB to GUN		56	439	495		12.7
Total		1,943	10,765	12,708		20.4

RTA								
Late/ Missed runs and complaints								
12/1/11-12/31/11								
Date	Late run	Reason	Missed Runs	Reason	ADA Lifts	Complaints	Compliments	Incidents
12/1/2011	3:00 PM	driver 15 minutes late						
12/24/2011								Bus lost power. Transferred passengers to AE bus with minimal delay. Repaired bus and took to shop.
12/31/2011								Loose sway bar on bus. Used AE bus & swapped back to RTA bus @ MtCB.

Air Service Strategic Plan – discussion regarding how to move forward with developing the plan, picking a date for the planning session, discussing options that need to be researched prior to the planning session, and assigning tasks for the planning session.

Please be prepared to discuss the following topics:

- Revenues
 - Short term
 - Long term
 - Taxing possibilities (going to the voters)
 - Other revenues
- Expanding partnership base
 - Lodging
 - Others?
- Next Year's Air Service
- Preparing the strategic plan
 - Facilitators?
 - Scheduling meetings
- Questions
 - Should RTA focus on year-round service to Denver?
 - Should we move towards cooperation with MTJ/Telluride?
 - How should we handle the overnight flight issue – what can we do to get a better schedule?
 - How do the O&D data suggest we move forward with limited resources?
 - What are the long term plans at the airlines?