

MEETING NOTICE

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

November 4th, 2011 at 8:00 a.m.
in the **Sheriff's Conference 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
November 4, 2011

8:00 A.M. – GUNNISON COUNTY COURTHOUSE

Note: This meeting will be held in the Sherriff's Conference Room

- 8:00 A. INTRODUCTION
- 8:01 B. ADOPTION OF THE AGENDA – **motion & decision**
- 8:02 C. APPROVAL OF THE SEPTEMBER 16, 2011 MINUTES – **motion & decision**
- 8:03 D. EXECUTIVE DIRECTOR'S FINANCIAL REPORT – Scott Truex
- 8:10 E. CORRESPONDENCE – Scott Truex

GENERAL RTA ISSUES

- 8:11 F-1. OLD BUSINESS
 - 1) Airport Update – John Devore

- 8:20 G-1. NEW BUSINESS
 - 1) Appoint new Secretary – **motion & decision**
 - 2) Resolution #1, Series 2011 - A RESOLUTION AUTHORIZING THE BOARD CHAIRPERSON TO EXECUTE THE NECESSARY DOCUMENTS TO ESTABLISH A LINE OF CREDIT IN THE AMOUNT OF \$100,000 WITH THE COMMUNITY BANKS OF COLORADO ON BEHALF OF THE GUNNISON VALLEY TRANSPORTATION AUTHORITY. – **motion & decision**
 - 3) Tourism Association Update – Jane Chaney
 - 4) Citizen Advisory Committee Update – Jeff Moffett

AIR SERVICE ISSUES

- 8:35 F-2. OLD BUSINESS
 - 1) 2011-2012 air service program – Kent Myers & Jeff Moffett
 - 2) 2012 Airport survey discussion – Kent Myers

G-2. NEW BUSINESS

- 1)

GROUND TRANSPORTATION ISSUES

- 9:00 F-3. OLD BUSINESS
 - 1) Gunnison – MT CB service update – Scott Truex & Stewart Johnson

- 9:15 G-3. NEW BUSINESS
 - 1)

- 9:15 H. COMMENTS FROM BOARD MEMBERS
- 9:20 I. PUBLIC COMMENT PERIOD
- 9:30 J. ADJOURNMENT into Executive Session to discuss legal matters with RTA Attorney

Next Meeting – December 9 - 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

September 16, 2011 Meeting Minutes

Scott Truex, Executive Director
Kent Myers, Airplanners LLC via phone
Paula Swenson, Gunnison County
Phil Chamberland, Gunnison County
Jonathan Houck, City of Gunnison
Leah Williams, 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 Tourism Association, the Gunnison County Airport, 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 – Jonathan Houck asked to add an item “Airport Discussion” after Correspondence. Paula Swenson moved and Leah Williams seconded a motion to adopt the agenda as amended. Motion passed unanimously.

C. APPROVAL OF THE AUGUST 12, 2011 MINUTES – Paula Swenson moved and Jonathan Houck 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 and noted the increase in July revenues. There was brief discussion.

E. CORRESPONDENCE – Scott Truex discussed an email from Jeff Ewert regarding service into CB South and correspondence with Edward Morrison regarding a potential Gunnison bicycle library.

F. AIRPORT UPDATE – John Devore reported that the ramp project was ahead of schedule and under budget. He also discussed the 2012 capital projects.

GENERAL RTA ISSUES

8:11 F-1. OLD BUSINESS

- 2) Citizen Advisory Committee – Scott Truex presented a list of recommendations regarding possible appointees to the committee. He requested that Shelly Jansen from WSC be added to the list. After discussion, Phil Chamberland moved and Paula Swenson seconded a motion to request that the people on the list accept appointments to the RTA Citizen Advisory Committee. Motion passed unanimously.

G-1. NEW BUSINESS

- 5) Update on loan application – Scott Truex reported that the loan application with Community Banks was complete and that an answer from the loan committee is expected in the next week.
- 6) 2011 Budget Revision – Scott Truex updated the board on the need to revise the 2011 budget. There was discussion regarding the individual revisions. After further discussion, Paula Swenson moved and Leah Williams seconded a motion to adopt the revised budget as presented. Motion passed unanimously.
- 7) 2012 Budget Adoption – Scott Truex presented the draft 2012 budget with two possible options – one which included charging a fare for the bus and one which included no fare for the bus. There was discussion regarding the two options, the bus schedule, the benefits of charging a fare vs. providing a free service, implications for a possible vote to increase the sales tax, and the goal of reducing traffic on Hwy 135. There was discussion about the need to get the word out regarding the fact that though the bus may be free, it is paid for by RTA tax dollars. Draft A of the budget was amended to consolidate the two grant revenue lines into one and to increase the advertising line-item by \$5,000 to \$8,000. After further discussion, Paula Swenson moved and Leah Williams seconded a motion to adopt the 2012 budget – draft A as revised – without charging for the bus. Motion passed unanimously.
- 8) Request from Kent Myers regarding airline vouchers – postponed until after item 7) below.
- 9) Possible rescheduling or cancelling of the October board meeting – Scott Truex raised a possible conflict for the October meeting date. There was discussion regarding the need for the October meeting and after discussion Paula Swenson moved and Roland Mason seconded a motion to cancel the October board meeting. At this point it was noted that the November board meeting was scheduled to occur on Veterans Day. After discussion, Phil Chamberland moved and Paula Swenson seconded a motion to reschedule the November 11th meeting to November 4th. Motion passed unanimously.
- 10) Tourism Association Update – Jane Chaney updated the board on Facebook promotions, direct and website promotions, September Splendor, other promotions and news pickups.

- 11) Citizen Advisory Committee Update – It was decided to hold a conference call on November 3rd – the day before the next board meeting.
- 4) Request from Kent Myers regarding airline vouchers – Jonathan Houck presented the board with a request from Kent Myers for additional air vouchers. After discussion regarding the use of air vouchers, Paula Swenson moved and Leah Williams seconded a motion to increase the allocation of air vouchers to Airplanners, LLC from 2 to 3. Motion passed unanimously.

AIR SERVICE ISSUES

F-2. OLD BUSINESS

- 3) 2011-2012 air service program – Kent Myers updated the board on the sales on the United program to Houston. He expressed concern regarding the drop in sales during the past week on both United and American Airlines. He stated that he is concerned about the pacing of the sales. Jeff Moffett passed out a report summary page of all airlines flying into the airport this winter. He discussed CBMR’s efforts to work with the airlines on pricing. He reported that the Montrose airport is reducing capacity by 20% this winter (vs. 10.7% in Gunnison.) He discussed the individual airline sales and updated the board on Aspen’s air service. Kent Myers stated that he thinks the reason for the pacing problems is that fares are higher. He said that the national economy and GNP has impacted the airlines and that they have reduced capacity system-wide so that fares are going to be higher. He said that the reduction in service into Gunnison was a positive step, but he wasn’t sure that it would be enough because we have a “demand challenge”. He also stated that the size of the American Airlines aircraft creates a challenge. Kent Myers, Jane Chaney, and Jeff Moffett all discussed the challenges of filling aircraft in January and their belief that this creates an opportunity for fare sales. Jeff Moffett said that the demand for winter Crested Butte vacations remains pretty strong. Jane Chaney said that she things that we are seeing more people driving from the front range in the winter. Jane Chaney and Jeff Moffett said that they are both working together on January sales.
- 4) Airport survey update – Kent Myers reported that he had not been able to get in touch with Caroline Mitchell. There was discussion regarding the effectiveness of using WSC students to create data. It was decided to put next year’s survey on the next agenda.

G-2. NEW BUSINESS

- 2)

GROUND TRANSPORTATION ISSUES

F-3. OLD BUSINESS

- 2) Gunnison – MT CB service update – Scott Truex updated the board on ridership numbers which were in the packet. Stewart Johnson updated the board on the mechanical status of the buses.

G-3. NEW BUSINESS

- 2) Authorization of Board Chair to sign contract with CDOT for FY 2012 FTA Section 5311 Bus Funding (Operating and Administrative Grants) – After discussion, Paula Swenson moved and Phil Chamberland seconded a motion to authorize the Board Chair to sign a contract with CDOT for FY 2012 FTA Section 5311 Bus Funding. Motion passed unanimously.

H. COMMENTS FROM BOARD MEMBERS – Paula Swenson noted that the next meeting would be Leah Williams final meeting and thanked her for her service.

I. PUBLIC COMMENT PERIOD – None.

J. ADJOURNMENT – the meeting was adjourned at 9:54 a.m.

These minutes are the final version approved by the Board of Directors of the Gunnison County Transportation Authority at its meeting on November 4, 2011.

Leah Williams, 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	\$ 156,634.93	53.4%	45.7%	16.3%	\$ 156,635
Sept	\$ 113,222	\$ 106,116	\$ 95,231	\$ 84,086	\$ 79,900					\$ 79,900
Oct	\$ 80,175	\$ 79,006	\$ 65,353	\$ 65,900	\$ 62,600					\$ 62,600
Nov	\$ 77,797	\$ 57,190	\$ 53,910	\$ 51,263	\$ 48,700					\$ 48,700
Dec	\$ 126,513	\$ 111,008	\$ 98,260	\$ 96,014	\$ 91,400					\$ 91,400
Year-to-date	\$ 880,856	\$ 683,562	\$ 698,486	\$ 688,936	\$650,964	\$ 705,605.02	8.4%	2.4%	-19.9%	
Full Year	\$ 1,278,563	\$ 1,036,882	\$1,011,240	\$ 986,200	\$933,564					\$ 988,191

Gunnison Valley Transportation Authority						
Financial Report - September, 2011						
				YTD Actual	2011 Budget	2011 Projected
					Revisions	
Beginning Fund Balance				\$ 329,648.59	\$ 329,649	\$ 329,649
Revenues:						
	Sales Tax			\$ 705,605.02	\$ 933,564	\$ 988,191
	Sales Tax - Clerk			\$ 3,326.58	\$ 5,000	\$ 5,000
	Donations			\$ 100,000.00	\$ 100,000	\$ 100,000
	Earnings on Investments			\$ 650.03	\$ 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				\$1,232,177.47	\$ 1,466,752	\$ 1,521,379
Expenditures						
	Postage			\$ 5.80	\$ 100	\$ 100
	Photocopies			\$ -	\$ 100	\$ 100
	Equipment Under \$4,000			\$ -	\$ 100	\$ 100
	Travel - Transportation			\$ 536.01	\$ 1,200	\$ 1,200
	Travel - Meals			\$ 192.23	\$ 1,200	\$ 1,200
	Travel - Lodging			\$ 543.06	\$ 1,200	\$ 1,200
	Legal Services			\$ 910.00	\$ 8,500	\$ 8,500
	Contracted Temporary Help			\$ 142.50	\$ 2,400	\$ 2,400
	Professional Services - Airplanners			\$ 43,595.36	\$ 51,600	\$ 51,600
	Meetings - Registrations			\$ 250.00	\$ 250	\$ 250
	State Fees			\$ 7,678.84	\$ 12,720	\$ 12,720
	Treasurer's Fees			\$ -	\$ 15,000	\$ 15,000
	Advertising & Legal Notices			\$ 1,036.83	\$ 3,000	\$ 3,000
	Dues & Memberships			\$ 3,143.50	\$ 3,250	\$ 3,250
	Auditing			\$ -	\$ 2,273	\$ 2,273
	Insurance & Bonds			\$ 3,238.00	\$ 3,300	\$ 3,300
	Principle Payment			\$ 260,000.00	\$ 260,000	\$ 260,000
	Interest Payments			\$ 4,123.88	\$ 6,000	\$ 6,000
	Bank Fees			\$ 1,500.00	\$ 1,500	\$ 1,500
	Investment Commissions/Fees			\$ -	\$ 27	\$ 27
	Transfer to General Fund			\$ 17,202.78	\$ 22,937	\$ 22,937
	Airline Guarantees			\$ 548,125.00	\$ 626,875	\$ 626,875
	Ground Transportation - Denver			\$ 24,893.00	\$ 42,750	\$ 42,750
5311 - A	Management Services - Truex			\$ 56,000.00	\$ 67,200	\$ 67,200
5311 - O	Diesel Fuel			\$ 45,278.93	\$ 52,600	\$ 52,600
5311 - O	Repair & Maintenance - Vehicles			\$ 53,303.17	\$ 80,000	\$ 80,000
5311 - O	Purchased Transportation Services			\$ 161,866.00	\$ 236,120	\$ 236,120
Total Expenditures				\$1,233,564.89	\$ 1,502,202	\$ 1,502,202
Ending Fund Balance				\$ 328,261	\$ 294,199	\$ 348,826
Amount Due on Loan				\$ -	\$ -	\$ -
Capital Reserve				\$ 110,000	\$ 110,000	\$ 110,000
Unrestricted Fund Balance				\$ 218,261	\$ 184,199	\$ 238,826

Report shows posted revenues through August & expenditures through September

Report prepared by Scott Truex with information from the County Finance department on October 31, 2011

**RESOLUTION NO. 1
SERIES 2011**

A RESOLUTION AUTHORIZING THE BOARD CHAIRPERSON TO EXECUTE THE NECESSARY DOCUMENTS TO ESTABLISH A LINE OF CREDIT IN THE AMOUNT OF \$100,000 WITH THE COMMUNITY BANKS OF COLORADO ON BEHALF OF THE GUNNISON VALLEY TRANSPORTATION AUTHORITY.

WHEREAS, the Gunnison Valley Transportation Authority (the Authority) is a validly existing body corporate and politic under and by virtue of the laws of the State of Colorado; and

WHEREAS, the Authority has entered into contracts with certain airlines to obtain air service into the Gunnison/Crested Butte Regional Airport; and

WHEREAS, the contracts require payments beyond current fund balances; and
WHEREAS, the Authority finds that the most economical way to obtain funds to make the required payments is to obtain a line of credit; and

WHEREAS, the Authority has the statutory authority to request a line of credit.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GUNNISON VALLEY TRANSPORTATION AUTHORITY that the Board Chairperson, Jonathan Houck, is hereby authorized to sign and deliver such documents as are necessary to obtain a line of credit in the amount of \$100,000 at a maximum interest rate of 6.5% from the Community Banks of Colorado.

INTRODUCED, READ AND ADOPTED THIS 4th DAY OF NOVEMBER, 2011.

ATTEST:

GUNNISON VALLEY TRANSPORTATION AUTHORITY

_____, Secretary

By: _____
Jonathan Houck, Chairperson of the Board

CERTIFICATION

I hereby certify that the above is a true and complete copy of Resolution No. 1, Series 2011 which was duly adopted by the Board of Directors at its regular meeting on November 4, 2011.

_____, Secretary

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
Total		31,438	2,196	70,272	273	14.32	115.2	59,203	3,004	19.71	(27,765)

Alpine Express - 2011 RTA Bus Boardings by Bus Stop											
Month	# of days	Total			Total			Total			Total Riders
		Northbound Riders	Riders Off at Cement Cr.	Riders On at Cement Cr.	Southbound Riders	Riders On in Mt. CB	Riders On in C.B.	Riders Off at Cement Cr.	Riders On at Cement Cr.		
April 4-30	27	924	10	16	919	427	455	23	33	1,843	
May	31	1182	30	19	1120	519	538	55	63	2,302	
June	30	1589	49	44	1295	609	644	52	41	2,884	
July	31	1613	40	54	1365	694	622	66	44	2,978	
August	31	1654	49	36	1381	665	661	65	43	3,035	
September	30	1346	44	26	1251	611	582	56	45	2,597	
Summer Total	180	8,308	222	195	7,331	3,525	3,502	317	269	15,639	

Alpine Express RTA Riders by Time For Spring, Summer, and Fall - 2011								
# of days	April 4-30	May	June	July	August	Sept.	Total	
# of days	27	31	30	31	31	30	153	
Leg	# of pax	# of pax	# of pax	# of pax	# of pax	# of pax	Total	
6:45am GUN to CB	457	641	832	893	875	641	4339	
10:45am GUN to CB	147	199	360	347	392	308	1753	
4:00pm GUN to CB	320	342	397	373	387	397	2216	
8:00am CB to GUN	305	278	220	254	273	315	1645	
12:00pm CB to GUN	250	249	330	298	386	299	1812	
5:15pm CB to GUN	364	593	745	813	722	637	3874	
Total		1,843	2,302	2,884	2,978	3,035	2,597	15,639

RTA Late/ Missed runs and complaints 9/1/11-9/30/11								
Date	Late run	Reason	Missed Runs	Reason	ADA Lifts	Complaints	Compliments	Incidents
9/14/2011	10:45 AM	water in electrical space/ bus acting erratic/ had to change bus/ 1/2 hr late						
9/18/2011	10:45 AM	#84 engine derates w/no cause/ switched buses						
9/20/2011	4:00 PM	Miscommunication w/ driver/ late bus						