

MEETING NOTICE

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

December 9, 2011 at 8:00 a.m.
in the Council Room
in the Crested Butte Town Hall
508 Maroon Ave, Crested Butte, 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
December 9, 2011
8:00 A.M. – CRESTED BUTTE COUNCIL CHAMBERS

- 8:00 A. INTRODUCTION
- 8:01 B. ADOPTION OF THE AGENDA – **motion & decision**
- 8:02 C. APPROVAL OF THE NOVEMBER 4, 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)

- 8:12 G-1. NEW BUSINESS
 - 1) Approve 2010 audit – **motion & decision**
 - 2) D&O Insurance – request from Scott Truex – **possible motion & decision**
 - 3) Tourism Association Update – Jane Chaney
 - 4) Citizen Advisory Committee Update – Jeff Moffett

AIR SERVICE ISSUES

- 8:25 F-2. OLD BUSINESS
 - 1) 2011-2012 air service program – Kent Myers & Jeff Moffett
 - 2) 2012 Airport survey discussion – Scott Truex

- G-2. NEW BUSINESS
 - 1) Possible creation of an Air Service sub-committee to work with CBMR – Jonathan Houck – **possible motion & decision**

GROUND TRANSPORTATION ISSUES

- 8:50 F-3. OLD BUSINESS
 - 1) Gunnison – MT CB service update – Scott Truex & Stewart Johnson

- 9:00 G-3. NEW BUSINESS
 - 1)

- 9:01 H. COMMENTS FROM BOARD MEMBERS
- 9:05 I. PUBLIC COMMENT PERIOD
- 9:10 J. ADJOURNMENT

Next Meeting – January 13 - 8:00 a.m. in Gunnison

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

GUNNISON VALLEY TRANSPORTATION AUTHORITY

November 4, 2011 Meeting Minutes

Scott Truex, Executive Director
Kent Myers, Airplanners LLC via phone
Paula Swenson, 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
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 public, and the RTA Citizens Advisory Committee

A. INTRODUCTION – Jonathan Houck called the meeting to order at 8:02 a.m.

B. ADOPTION OF THE AGENDA – Jonathan Houck requested that the agenda be amended to move the executive session scheduled for the end of the meeting to the beginning of the meeting due to a request from the RTA attorney, Rod Landwehr. Leah Williams moved and Chris Morgan seconded a motion to adopt the agenda as revised. Motion passed unanimously.

Executive Session: William Buck moved and Paula Swenson seconded a motion to enter executive session in order to confer with the RTA attorney for the purpose of receiving legal advice on specific legal questions pursuant to C.R.S. §24-6-402(4)(b). A roll call vote was held and all present voted in favor of the motion.

Rod Landwehr stated for the record that all or a portion of the discussion to take place in the Executive Session constitutes privileged attorney/client communication. Therefore, no electronic recording of the Executive Session will be kept.

The meeting adjourned into executive session at 8:06 a.m.

The meeting was called back to order at 8:23 a.m.

Jonathan Houck stated that if any person who participated in the Executive Session believed that any substantial discussion of any matters not included in the motion to go into Executive Session occurred during the Executive Session or that any improper action occurred during the Executive Session in violation of the Open Meetings Law, that they should state their concerns for the record. No participant had any concerns.

C. APPROVAL OF THE SEPTEMBER 16, 2011 MINUTES – Paula Swenson moved and William Buck seconded to approve the minutes as presented. Motion passed unanimously with the exception of Bill Nesbitt who abstained.

D. EXECUTIVE DIRECTOR’S FINANCIAL REPORT – Scott Truex presented the financial report (which was included in the packet) to the Board.

E. CORRESPONDENCE – None.

GENERAL RTA ISSUES

F-1. OLD BUSINESS

2) Airport Update – John Devore reported that the airport restaurant will open on December 15th and the overnight flight will be departing at 6:35 a.m. for the first part of the season.

G-1. NEW BUSINESS

5) Appoint new Secretary – After discussion, William Buck moved and Bill Nesbitt seconded a motion to appoint Paula Swenson to be the Secretary of the RTA. The motion passed with a four members voting in favor and three opposed.

6) 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. – After discussion, Bill Nesbitt moved and Chris Morgan seconded a motion to adopt Resolution #1, Series 2011. The motion passed unanimously.

7) Tourism Association Update – Jane Chaney introduced Candy Taylor who is taking the position of web master and interactive marketing manager for the TA. She then gave a report on the TA activities.

8) Citizen Advisory Committee Update – Jeff Moffett discussed the conference call from the previous day and reported on airline fare sales.

AIR SERVICE ISSUES

F-2. OLD BUSINESS

3) 2011-2012 air service program – Kent Myers discussed the booking report and the cancellation of 3 Houston flights. Jeff Moffett, Chris Morgan, William Buck and John Devore commented on the winter air service program. There was discussion regarding airline operations, profitability, and pricing, the summer air service program for 2012, issues related to airline revenue management, and the idea of bringing marketing partners into discussions regarding schedule changes. Jonathan Houck reviewed the decision making process for the flight cancellations. There was discussion regarding the passengers who were re-routed and various airline promotions.

- 4) 2012 Airport survey discussion – Kent Myers reported that we had not received any information regarding the previous survey results. After discussion, the board asked Jonathan Houck and Scott Truex to come back with recommendations for a possible 2012 survey at the next meeting. Ethan Mueller offered to try to incorporate RTA survey questions into CBMR’s lodging survey.

G-2. NEW BUSINESS – None

GROUND TRANSPORTATION ISSUES

F-3. OLD BUSINESS

- 2) Gunnison – MT CB service update – Scott Truex & Stewart Johnson updated the board on ridership and reported that the buses are all working well at this time.

G-3. NEW BUSINESS – None

H. COMMENTS FROM BOARD MEMBERS

Jonathan Houck presented Leah Williams with a certificate of appreciation for her service on the RTA board and thanked her for her service.

I. PUBLIC COMMENT PERIOD – None

The meeting was adjourned at 9:34 a.m.

These minutes are the final version approved by the Board of Directors of the Gunnison County Transportation Authority at its meeting on December 9, 2011.

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	\$ 70,000.83	-12.4%	-16.8%	-38.2%	\$ 70,001
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	\$ 994,078	\$ 789,678	\$ 793,717	\$ 773,023	\$ 730,864	\$ 776,548.69	6.3%	0.5%	-21.9%	
Full Year	\$ 1,278,563	\$ 1,036,882	\$ 1,011,240	\$ 986,200	\$ 933,564					\$ 978,292
Gunnison Valley Transportation Authority										
Financial Report - October, 2011										
					YTD	2011			2011	
					Actual	Budget	Adjustments			Projected
Beginning Fund Balance					\$ 329,648.59	\$ 329,649	\$ -			\$ 329,649
Revenues:										
	Sales Tax				\$ 776,548.69	\$ 933,564	\$ 44,728			\$ 978,292
	Sales Tax - Clerk				\$ 4,300.27	\$ 5,000	\$ -			\$ 5,000
	Donations				\$ 100,000.00	\$ 100,000	\$ -			\$ 100,000
	Earnings on Investments				\$ 1,354.81	\$ 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				\$1,304,799.61	\$ 1,466,752	\$ 44,728			\$1,511,480
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				\$ 192.23	\$ 1,200	\$ (800)			\$ 400
	Travel - Lodging				\$ 543.06	\$ 1,200	\$ (657)			\$ 543
	Legal Services				\$ 1,260.00	\$ 8,500	\$ (5,500)			\$ 3,000
	Contracted Temporary Help				\$ 542.50	\$ 2,400	\$ (1,800)			\$ 600
	Professional Services - Airplanners				\$ 45,595.36	\$ 51,600	\$ (3,000)			\$ 48,600
	Meetings - Registrations				\$ 250.00	\$ 250	\$ -			\$ 250
	State Fees				\$ 8,673.31	\$ 12,720	\$ -			\$ 12,720
	Treasurer's Fees				\$ -	\$ 15,000	\$ -			\$ 15,000
	Advertising & Legal Notices				\$ 1,105.93	\$ 3,000	\$ 650			\$ 3,650
	Dues & Memberships				\$ 3,143.50	\$ 3,250	\$ (106)			\$ 3,144
	Auditing				\$ -	\$ 2,273	\$ -			\$ 2,273
	Insurance & Bonds				\$ 3,238.00	\$ 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				\$ 19,114.20	\$ 22,937	\$ -			\$ 22,937
	Airline Guarantees				\$ 548,125.00	\$ 626,875	\$ -			\$ 626,875
	Ground Transportation - Denver				\$ 42,750.00	\$ 42,750	\$ -			\$ 42,750
	5311 - A Management Services - Truex				\$ 61,600.00	\$ 67,200	\$ -			\$ 67,200
	5311 - O Diesel Fuel				\$ 49,078.49	\$ 52,600	\$ 11,400			\$ 64,000
	5311 - O Repair & Maintenance - Vehicles				\$ 56,679.42	\$ 80,000	\$ (18,000)			\$ 62,000
	5311 - O Purchased Transportation Services				\$ 174,049.00	\$ 236,120	\$ (2,206)			\$ 233,914
	Total Expenditures				\$1,282,105.69	\$ 1,502,202	\$ (22,168)			\$1,480,034
Ending Fund Balance					\$ 352,343	\$ 294,199				\$ 361,095
Amount Due on Loan					\$ -	\$ -				\$ -
Capitol Reserve					\$ 110,000	\$ 110,000				\$ 110,000
Unrestricted Fund Balance					\$ 242,343	\$ 184,199				\$ 251,095
Report shows posted revenues through September & expenditures through October										
Report prepared by Scott Truex with information from the County Finance department on November 30, 2011										

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
Total		37,877	2,642	84,544	334	14.34	113.4	64,385	3,412	18.87	(26,508)

RTA Bus Boardings by Bus Stop -Spring, Summer, & Fall, 2011											
Month	# of days	Total		Riders		Riders		Riders		Riders	
		Northbound	Riders	Off at	On at	Southbound	On in	On in	Off at	On at	Total
April 4-30	27	924	10	16	16	919	427	455	23	33	1,843
May	31	1,182	30	19	19	1,120	519	538	55	63	2,302
June	30	1,589	49	44	44	1,295	609	644	52	41	2,884
July	31	1,613	40	54	54	1,365	694	622	66	44	2,978
August	31	1,654	49	36	36	1,381	665	661	65	43	3,035
September	30	1,346	44	26	26	1,251	611	582	56	45	2,597
October	31	1,251	20	23	23	1,222	583	568	57	52	2,473
Nov. 1-22	22	1,003	34	22	22	1,020	499	484	65	31	2,023
Total	233	10,562	276	240	240	9,573	4,607	4,554	439	352	20,135

RTA Riders by Time For Spring, Summer, and Fall - 2011												
Leg	# of days	April 4-30		May	June	July	August	Sept.	October	November	Total	Riders per Bus
		# of pax	# of pax	# of pax	# of pax	# of pax	# of pax	# of pax	# of pax	# of pax	Total	
6:45am GUN to CB		457	641	832	893	875	641	617	472	5428	26.3	
10:45am GUN to CB		147	199	360	347	392	308	296	239	2288	11.1	
4:00pm GUN to CB		320	342	397	373	387	397	338	292	2846	13.8	
8:00am CB to GUN		305	278	220	254	273	315	309	260	2214	10.7	
12:00pm CB to GUN		250	249	330	298	386	299	292	266	2370	11.5	
5:15pm CB to GUN		364	593	745	813	722	637	621	494	4989	24.2	
Total		1,843	2,302	2,884	2,978	3,035	2,597	2,473	2,023	20,135	16.3	

Alpine Express - Winter 2012 RTA Bus Boardings by Bus Stop										
Month	# of days	Total	Riders	Riders	Total	Riders	Riders	Riders	Riders	Total
		Northbound	Off at	On at	Southbound	On in	On in	Off at	On at	
		Riders	Cement Cr.	Cement Cr.	Riders	Mt. CB	C.B.	Cement Cr.	Cement Cr.	Riders
November	8	976	16	23	967	733	224	46	16	1,943
Total	8	976	16	23	967	733	224	46	16	1,943

RTA Riders by Time For Winter 2011 - 2012				
Leg	# of days	eight runs		Riders per Bus
		November	Winter	
		# of pax	# of pax	
6:45am GUN to CB		218	218	27.3
7:15am GUN to CB		82	82	10.3
8:15am GUN to CB		239	239	29.9
10:45am GUN to CB		220	220	27.5
2:00pm GUN to CB		90	90	11.3
3:00pm GUN to CB		18	18	2.3
4:00pm GUN to CB		60	60	7.5
6:00pm GUN to CB		49	49	6.1
8:00am CB to GUN		46	46	5.8
8:30am CB to GUN		15	15	1.9
9:30am CB to GUN		38	38	4.8
12:00pm CB to GUN		152	152	19.0
3:15pm CB to GUN		248	248	31.0
4:15pm CB to GUN		219	219	27.4
5:15pm CB to GUN		193	193	24.1
7:15pm CB to GUN		56	56	7.0
Total		1,943	1,943	15.2

For comparison, last year, we averaged 10.2 riders per bus on 6 round trips per day for a total of 854 riders for the seven days of the ski season in November.