

MEETING NOTICE

The next meeting of the Gunnison Valley Rural Transportation Authority will be:

February 8, 2008 at 9:30 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 RURAL TRANSPORTATION AUTHORITY
February 8, 2008
9:30 AM – CRESTED BUTTE COUNCIL CHAMBERS

- 9:30 A. INTRODUCTION
- 9:31 B. APPROVAL OF THE JANUARY, 2008 MINUTES
- 9:33 C. EXECUTIVE DIRECTOR'S OPERATIONAL AND FINANCIAL REPORT
- 9:44 D. CORRESPONDENCE

GENERAL RTA ISSUES

- 9:45 E-1. OLD BUSINESS
 - 1) Tax reauthorization and survey discussion

- 10:00 F-1. NEW BUSINESS
 - 1) Report from Tourism Association
 - 2) Comments from Citizen Advisory Committee

AIR SERVICE ISSUES

- 10:05 E-2. OLD BUSINESS
 - 1) 2007-2008 air service update

- F-2. NEW BUSINESS
 - 1) 2008-2009 air service discussion

GROUND TRANSPORTATION ISSUES

- 10:30 E-3. OLD BUSINESS
 - 1) Gunnison – CB update (and mechanical update on buses)
 - 2) New Bus Purchase update
 - 3) Bus Stops at Cement Creek and Brush Creek discussion
 - 4) Transportation Plan Update – questions from Charlier

- 10:55 F-3. NEW BUSINESS

- 10:55 G. COMMENTS FROM BOARD MEMBERS
- 11:00 H. PUBLIC COMMENT PERIOD
- I. ADJOURNMENT

Next Meeting – March 14th, 8:00 a.m. in Gunnison
All times are approximate – the meeting may move more quickly or more slowly than indicated.

Gunnison Valley Rural Transportation Authority
Meeting Minutes
January 11, 2008

Members Present:

Scott Truex, Executive Director
Kent Myers, Airplanners LLC
Hap Channell, Gunnison County
Jonathan Houck, City of Gunnison
Chris Morgan, Town of Mt. Crested Butte
Bill Babbitt, Town of Mt. Crested Butte
Skip Berkshire, Town of Crested Butte

Several other community members were present in the audience including representatives from Crested Butte Mountain Resort, the Tourism Association, the RTA Citizens Advisory Committee, Alpine Express, and the Crested Butte News.

A. INTRODUCTION: The meeting was called to order by Chris Morgan.

B. APPROVAL OF THE December, 2007 MINUTES: Hap Channell moved to approve the minutes of the November RTA meeting with one change noted by Scott Truex. Bill Babbitt seconded the motion. The motion was approved unanimously.

C. EXECUTIVE DIRECTOR'S OPERATIONAL AND FINANCIAL REPORT: Scott Truex reported that tax revenues were at budget through October. He also reported that interest income will be up about \$30k from budget by the end of the year. Bus expenses will end up above budget for the year by at least \$45,000 due to the extra service provided in November and December and the fact that the new buses were not all in service during that time. Truex reported that bus ridership has averaged 350 passengers per day since the beginning of service in mid November and that ridership averaged over 400 passengers per day in December. Truex informed the board that the first two buses had arrived, been paid for, and that CDOT has reimbursed the RTA for their share of the first two vehicles. The second two vehicles will be paid for in 2008. Truex notified the board that the RTA would be sending a letter to CDOT rescinding the application for bus service to Denver. He also informed the board that CDOT will most likely republish an application to try to provide that service.

D. CORRESPONDENCE: Truex reported on correspondence from Ann Coburn, Rob Strickland, and a letter to the editor of the CB News. This correspondence was discussed in E-2-1 and E-3-1 below.

GENERAL RTA ISSUES

E-1. OLD BUSINESS:

1. Tax reauthorization discussion (and possible survey): The board was notified by Chris Morgan and Hap Channell that the LMD will run for reauthorization in 2009. The RTA will run in 2008. There was discussion regarding reauthorization only vs. asking for a tax increase in the City of Gunnison to bring the tax to one level district-wide. Truex reported that he could not ask Rod Landwehr the questions that the board had wanted answered due to a possible conflict of interest that Rod has as the City of Gunnison's attorney. Truex suggested asking Jim Starr, but Jim was unavailable at the time. Rod suggested using Dee Wiser at Sherman and Howard, however the cost may be prohibitive at this time. Hap Channell reported on survey options as he discussed with Dr. Caroline Mitchell at WSC. Hap reported that his recommendation would be to perform a phone survey using the services of Dr. Mitchell's class. The cost should be less than \$1,000. Kent and Scott will discuss the options with Dr. Mitchell and report back to the board at the next meeting.

2. D&O Insurance: After receiving quotes for D&O insurance, Hap Channell moved and Skip Berkshire seconded a motion to purchase \$3,000,000 worth of D&O insurance through Valley Insurance.

3. Accept 2006 Audit: Hap Channell moved and Bill Babbitt seconded a motion to accept the 2006 Audit.

F-1. NEW BUSINESS:

1. Report from the Tourism Association: Jane Chaney updated the board on the radio and web promotions touting the recent snowfall and informed the board that the radio promotions in Dallas will be extended 2 weeks. Jane also informed the board that the TA is ready to help the RTA with our re-authorization efforts.

2. Comments from the Citizen Advisory Committee: None

AIR SERVICE ISSUES

E-2. OLD BUSINESS

1. 2007-2008 Air service update: Discussion centered around airport operations. Kent Myers has had discussions with John DeVore regarding operations. The letter from Ann Coburn was discussed. Kent suggested that the board could request an update from John DeVore if they wished. Kent discussed the American Airlines diversion to Denver in December due to a Localizer malfunction at the airport and explained the issue to the board. There was also discussion regarding United Airlines diversions to Montrose and back to Denver. Kent will continue to discuss these diversions with United and press to ensure that Montrose is the first option. United has had delay and cancellation issues into Gunnison and system-wide. Kent will get together with Hap to discuss airport issues and possible solutions – primarily concerns about communications between entities at the airport and between the airport and the airlines. Kent passed out handouts and discussed the past few weeks of sales.

F-2. NEW BUSINESS

1. 2008-2009 Air service discussion: Kent Myers updated the board on the meeting with Frontier Airlines. Frontier will most likely not be flying to Gunnison in the next year. There are major issues in the airline industry – mostly due to the high price of fuel. These issues are affecting the way decisions are made in the industry for planning purposes. Kent updated the board on discussions with Continental, American, and Delta Airlines. Continental doesn't have many RJs available, but will look at daily service on RJs from Houston with a possible bump to an Airbus on the weekends for next winter. They will get back to us by the end of the month. American will look at 737s out of Dallas (instead of 757s) and we will discuss the idea of a weekly flight from Chicago next winter. Delta has possibilities from Salt Lake and from Atlanta. They will look at options with an RJ from Salt Lake and possibly an Airbus or 737 from Atlanta. We should hear back from them before the February meeting. Kent also reported that the Telluride is interested in discussions regarding a possible charter flight from London to Montrose. Kent will update the board at the next meeting.

GROUND TRANSPORTATION ISSUES

E-3. OLD BUSINESS

1. Gunnison – CB update (and mechanical update on buses): Truex reported that the RTA took possession of two vehicles in December. We have since received the third vehicle and the fourth is currently in Denver. We were able to pay for the first two vehicles and to get reimbursed 80% of the cost for them by the State very quickly. The next two vehicles will be paid for out of fund balance and we will again be reimbursed by the State for 80% of those costs. These costs will be incurred in 2008. Truex reported that the buses are experiencing problems with the ceramic filters on the exhaust systems. This is new technology and it is required as part of the 2007 emissions laws. The filters are supposed to burn themselves clean automatically when the bus is running at high temperature. Truex reported that one bus is currently on the road and the other two are being worked on at this time and the prognosis is that they should be working by the end of the day. There was discussion regarding a letter to the editor in the CB News and communication with Rob Strickland regarding his view of the service issues. Truex recommended that no schedule change be made prior to having all of the RTA vehicles up and running. Truex reported that his observation is that most of the service issues have been to do with weather and equipment issues. The equipment issues should be resolved shortly, and the weather is beyond our control. There was a suggestion from Woody Sherwood to check on the viability of a “storm schedule” and Truex will look into the idea.

2. New Bus Purchase update: Covered in section E-3-1 above.

3. Bus Stops at Cement Creek and Brush Creek discussion: Hap Channell reported that he had talked with Marlene Crosby and with CDOT engineers regarding the bus stops. The upshot is that the County will proceed with permitting the stops with CDOT so that

work can begin as soon as the snow melts. This permitting will include widening the roadway as well as signage. In the meantime, the County will clear the stops as best as they can.

F-3. NEW BUSINESS

1. Hap Channell brought up the Transportation Plan Update which was omitted from the agenda. After discussion, it was decided that Truex would email the list of proposed scopes of work for the plan updated by Chris Morgan in November to the board and advisory committee. After input from these people, Truex will forward the list to Charlier.

G. COMMENTS FROM BOARD MEMBERS: None

H. PUBLIC COMMENT PERIOD: None

I. ADJOURNMENT:

The next meeting is scheduled for Friday, February 8th, 8:00 am in Crested Butte.

Financial Report: November revenues were very strong and therefore YTD revenues are 2.6% above budget. We paid for two buses and received grant revenues to offset those buses in December. We will pay for the other two in 2008. Expenses (not including capital costs) ended up at about 5% over budget – almost all of the overage was due to increased costs in ground transportation due to starting service in November. Once we get the December revenues, we will end up with a positive cash flow for 2007.

**Gunnison Valley Transportation Authority
Financial Report - December, 2007**

	2007 Actual	2007 Budget	% of Budget	FINAL 2006 Actual	Tax Rev. 2007 percent of 2006
Revenues					
Starting Fund Balance 1/1	\$ 892,400.00			\$431,129.39	
Jan	\$ 105,608.67	\$ 101,000	104.6%	\$ 104,475.19	101%
Feb	\$ 107,137.22	\$ 111,000	96.5%	\$ 111,781.13	96%
Mar	\$ 119,164.14	\$ 124,000	96.1%	\$ 125,560.34	95%
April	\$ 71,328.11	\$ 65,000	109.7%	\$ 66,185.83	108%
May	\$ 83,999.74	\$ 78,000	107.7%	\$ 79,464.00	106%
June	\$ 120,934.06	\$ 107,000	113.0%	\$ 108,095.82	112%
July	\$ 138,043.54	\$ 135,000	102.3%	\$ 135,844.54	102%
Aug	\$ 134,640.12	\$ 135,000	99.7%	\$ 136,139.22	99%
Sept	\$ 113,222.43	\$ 124,000	91.3%	\$ 125,069.43	91%
Oct	\$ 80,174.84	\$ 85,000	94.3%	\$ 86,497.44	93%
Nov	\$ 77,797.14	\$ 58,000	134.1%	\$ 59,088.75	132%
Dec		\$ 137,000	0.0%	\$ 145,143.55	0%
Year to Date Tax Revenues	<u>\$ 1,152,050.01</u>	<u>\$ 1,123,000.00</u>	<u>102.6%</u>	<u>\$ 1,138,201.69</u>	<u>101.2%</u>
Full Year - Tax Revenues	<u>\$ 1,152,050.01</u>	<u>\$ 1,260,000</u>	<u>91.4%</u>	<u>\$ 1,283,345.24</u>	
RTA Tax - Clerk	\$ 10,238.14	\$ 9,000	113.8%	\$ 10,727.23	
Grant Revenues	\$ 428,824.00	\$ 993,000	43.2%		
Interest Revenue	<u>\$ 45,257.04</u>	<u>\$ 15,000</u>	<u>301.7%</u>	<u>\$ 20,922.52</u>	
Total Revenue	<u>\$ 1,636,369.19</u>	<u>\$ 2,277,000</u>	<u>71.9%</u>	<u>\$ 1,314,994.99</u>	
Expenses					
Conference Calls		\$ -	0.0%	\$ -	
Postage	\$ 24.18	\$ -	0.0%	\$ -	
Photocopy		\$ -	0.0%	\$ -	
Professional Services	\$ 137,391.01	\$ 136,000	101.0%	\$ 109,187.37	
Audit Cost	\$ 2,115.00	\$ 2,000	105.8%	\$ 2,037.00	
Revenue Collection Fee	\$ 31,433.00	\$ 30,000	104.8%	\$ 37,573.00	
Airline Guarantees	\$ 750,000.00	\$ 750,000	100.0%	\$ 512,775.13	
Airline Startup Costs	\$ -	\$ -	0.0%	\$ 67,713.49	
Ground Transportation	\$ 208,155.96	\$ 160,000	130.1%	\$ 90,944.22	
Advertising	\$ 932.63	\$ 750	124.4%	\$ 1,089.30	
Travel & Transportation	\$ 646.38	\$ 250	258.6%		
Meals & Lodging	\$ 1,695.66	\$ 3,500	48.4%	\$ 3,132.83	
Dues & Meetings	\$ 3,778.00	\$ 4,000	94.5%	\$ 2,921.00	
Vehicles	\$ 536,030.00	\$ 1,100,000	48.7%		
Construction Costs	\$ -	\$ 170,000	0.0%		
Interest	\$ 650.00	\$ -	100.0%		
Treasurer's Fees	\$ 19,704.18	\$ 15,000	131.4%	\$ 12,351.00	
Transfer to General Fund	<u>\$ 5,600.04</u>	<u>\$ 5,600</u>	<u>100.0%</u>	<u>\$ 14,000.04</u>	
Total Expenses	<u>\$ 1,698,156.04</u>	<u>\$ 2,377,100</u>	<u>71.4%</u>	<u>\$ 853,724.38</u>	
Revenues Over (Under) Expenses	\$ (61,786.85)	\$ (100,100)		\$ 461,270.61	
Balance Remaining	\$ 830,613.15			\$ 892,400.00	

Report shows revenues through November and expenditures through December.

Bus stops on Hwy 135:

Here is a copy of an email from Marlene Crosby regarding the bus stops and Ohio Creek:

Hi Scott,

Sometime in December I had a call from Commissioner Channell about what would be involved in doing some widening along HW #135 to build RTA bus stops. A couple of weeks ago I met with representatives of the CDOT Engineering Group for our region to discuss some upcoming projects on HW #135, so I talked with them about that request.

It sounds like it is a much bigger issue than hauling in a couple of loads of dirt. In all cases you would need to obtain a permit for work within the State highway ROW. If the stop is at an intersection an access permit would be required. If the intersection is a State highway and a County road the County would have to sign the access permit. Typically when developers have to get an access permit on one of our roads we require them to do all of the studies, paperwork, etc., and we just review and sign. The biggest issue with an access permit (which would be required if you are adding an extra lane) is that they generally require a traffic study be submitted with the permit application. The traffic study has to be done by someone qualified to do one, not just someone standing out there counting cars.

Any construction would have to be done to meet State specifications and be approved by the State. A construction signing plan would have to be submitted and closely followed. If the funding being used is Federal funding all of the "structures" would have to be ADA compliant.

To at least get a general overview of what is going to be required you should call Dan Roussin, who is the Manager of the Permitting Unit. His phone number in Grand Junction is 970-248-7230.

On a separate note, I had talked with you earlier about the possibility of RTA funding being available for the construction of a Park 'n Ride at the intersection of HW #135 and Ohio Creek. As you know, we submitted a grant application to DOLA. They are currently reviewing the grants and the grant hearings are scheduled for mid-March, so I am hopeful that we will know by early April whether or not we might be able to start that project this summer. We do have our access permit and the drawings that we submitted included the preliminary engineering for the Park 'n Ride, so we should be in good shape in regard to permitting.

If I need for me to bring pictures, plans, etc., and make a presentation to the group in March or April, I would be more than willing to attend. Just let me know what will work best for you.

Thank you,
Marlene

I need direction regarding this permitting process: I have attempted to contact Dan at CDOT, but have not been able to get through yet. I'll try to have a conversation with him prior to the meeting. I was hoping that the County and their Public Works Dept. could take this on... I'm not sure that I have the expertise or resources to attempt this process.

Transportation Plan Scope of Work (Sent to Charlier last month):

The three areas we need to focus on are:

1. Public bus and taxi transportation between Gunnison, Crested Butte, Mt Crested Butte and the surrounding areas for 20 hours a day year round.
2. Parking in our respective communities.
3. Safe pedestrian and bicycle access within our respective communities.

Items to be included in the plan are as follows.

1. Expand Mountain Express Service (hours, frequency, seasons)
2. Expand Mountain Express Routes to more areas
3. Expand RTA Service (hours, frequency, seasons)
4. Expand RTA Routes to more areas
5. Parking Structure in CB or MT. CB
6. Free Public Transit Valleywide
7. Gunnison Circulator Bus
8. Taxi services in Gunnison
9. Taxi services in CB & Mt. CB
10. Park & Rides
11. Intercept Lots
12. Special event parking in Gunnison
13. Bicycle and Pedestrian improvement plan – CB, Mt. CB, Gunnison
14. Bicycle parking program
15. Bicycle and pedestrian crossings of 135
16. Bicycle and pedestrian crossings – Gunnison
17. Bike trail – CB – CB South
18. Safe access to school program
19. Pedestrian Mall – CB
20. Sidewalk improvement program – Gunnison
21. Pedestrian mall – Gunnison
22. Parking program – CB
23. Limit access to CB via resident vehicle permits
24. Improved signage for safety on 135
25. Traffic calming features
26. Improve Gothic Rd between CB & Mt CB
27. Reversible center lane on Gothic Rd
28. Gunnison Bypass (details of the alignment(s) being considered are available from the community development department & Steve Westbay – City planner of Gunnison)

Questions for the board regarding the Transportation Plan Update (from Charlier):

As we discussed, here are some questions that would help us better understand the intended process and product(s):

- Is this a targeted update, or a full-scale re-write?
- Is the process intended to be policy direction-focused with some technical support, or a more detailed technical (quantitative) analysis, evaluation, and implementation-focused effort for each of the 28 items listed in what you sent to Jim?
- What sort of public process and consultant level of effort is desired? Would it be helpful if we developed a website for the project?
- What are the proposed roles and involvement of each major jurisdiction?
- What is the intended schedule/timeframe and budget?

There are more topic-specific questions we could ask (transit, parking, etc.), but feedback on these questions would be a very helpful start.

Comments from other transit agencies regarding a possible "Storm Schedule"

Given the size and scope of the RFTA system, it would be very difficult to implement a snow schedule on the fly. Sometimes it can be dry roads on one end of the service area and snow on the other and there's just no way to communicate to passengers where the sun is shining that the buses are now running on a snow schedule because of snow 40 miles away. Plus, when the weather is bad, no matter what the schedule is, buses will be running late, so changing the schedule and trying to get everything running on the revised schedule would be an exercise in futility.

- Dan Blankenship, RFTA

No, SST doesn't have any routes with "storm schedules." We have had an extraordinary winter by any measure but we keep rolling along and run late when we're unable to keep to the schedule. We recently had US 40 between Steamboat Springs and Craig shut down, trapping two of our commuter coaches in Hayden. The passengers spent several hours in an emergency facility at the fair grounds before CDOT opened the road again.

- George Krawzoff, Steamboat Springs

Nope. Our bus routes have a higher priority in our snow removal plan.

- Mike Rose, Town of Vail Transit

RTD did have a "snow" schedule each winter from about 1983-84 through 1989-90 or so. This was a consequence of the Christmas Eve blizzard chaos in the previous winter and the resulting demand to "do something."

There were several problems with this, the most difficult to overcome being that snowfall is not evenly distributed over an area as large as ours, so it was impossible to implement effectively. Some routes would be experiencing little difficulty and the customers in that area would not tolerate implementation of snow schedules. In the one case in which a partial implementation was actually attempted, connections with the rest of the system were disrupted and gate conflicts occurred in Market Street Station.

As a result of this, some market research was done, and along with numerous comments directly from customers, we found that the public did not like this approach. (I think that before it was tried, the public favored the *concept* of a snow plan.)

Over the years since, we have sharply increased the number of buses assigned to Loop Extra service (standby buses protecting service), and I think this has helped get through storms. Obviously, that's less of an option for smaller properties, but if an extra vehicle and operator can be available, covering part of a delayed vehicle's work as needed is still the best solution for the riding public.

- Rober Rynerson, Denver RTD