

GUNNISON VALLEY TRANSPORTATION AUTHORITY

MEETING MINUTES

September 20, 2024

Commissioners Room - Gunnison County Courthouse

A. INTRODUCTION

Janet Farmer called the meeting to order at 8:05 am

Board members in attendance: Janet Farmer, Liz Smith, Laura Puckett Daniels, Diego Plata, Steve Morris, Ian Billick (ZOOM)

Also present are Scott Truex, Leia Morrison, Rick Lamport, Bill Tomcich, Dean Herrera, Kim Bolling, Danny Bartelli and community members.

CONSENT AGENDA

B. ADOPTION OF THE AGENDA

C. APPROVAL OF THE AUGUST 9TH, 2024 MEETING MINUTES

D. EXECUTIVE DIRECTOR'S FINANCIAL REPORT

E. CORRESPONDENCE

F. OLD BUSINESS

- 1) Air program reports
- 2) Historical air service goals and results / History of airports served and costs
- 3) Bus program reports

Diego Plata ***moved to approve the consent agenda with an adjustment to the meeting agenda, which included moving all of the items requiring motions to the beginning of the meeting.*** Laura Puckett Daniels seconded the motion, which passed unanimously.

REGULAR AGENDA

F. OLD BUSINESS CONTINUED

- 8) Gunnison Enhanced Bus Stop and GVRTA Offices – update – Scott Truex
 - a. Amendment to Scope of Services for Fehr & Peers Consultant Agreement to add concept designs for the enhanced bus stop/GVRTA offices project at 301 W. Tomichi to the agreement – Scott Truex – discussion and possible motion & decision requested

Laura Puckett Daniels ***moved to authorize the board chair to sign the amendment to the Scope of Services as presented.*** Liz Smith seconded the motion, which passed unanimously.

- b. Set joint work session with Gunnison City Council – November 19th at 5:30 pm – Scott Truex

Laura Puckett Daniels ***moved to set a joint work session with the Gunnison City Council on November 19th at 5:30 p.m. to discuss the enhance bus stop to be located at 301 W. Tomichi Avenue.*** Liz Smith seconded the motion. The motion passed unanimously.

9)GVRTA revision of comments on Starview/Avalon/Wildflower amended sketch plan – Scott Truex – discussion and motion & decision requested
Liz Smith and Laura Puckett Daniels recused themselves.

Scott Truex outlined the comments which included requesting bus pullouts along Cement Creek Road and the construction of a roundabout before C.O.s are issued and a request that the county consider transportation impact fees for any future larger subdivisions.

Diego Plata ***moved to authorize the Executive Director to sign the comments as presented and send them to the County Planning office.*** Steve Morris seconded the motion, which passed unanimously.

I. New Business

- 4) Purchase of new buses – Scott Truex

Scott Truex outlined the memo in the packet which included the purchase of five buses, including one with local dollars and four with grant funding. Laura Puckett Daniels suggested a more robust conversation around capital planning and the board agreed. After further discussion, Steve Morris ***moved to authorize the executive director to enter into purchase contracts with MCI/NewFlyer through the State of Washington cooperative purchasing agreement to purchase one coach with local funding and four coaches with grant funding.*** Laura Puckett Daniels seconded the motion, which passed unanimously.

- 5)Authorization of the Board Chair to sign a contract with United Airlines for Houston winter 2024-25 service

Bill Tomcich outlined a plan to have daily service between Houston and Gunnison from December 19th until February 7th and then reduce to six days per week after then by excluding Tuesdays. After discussion, Laura Puckett Daniels ***moved to authorize the Board Chair to enter into a contract with United Airlines for service between Gunnison and Houston to include 89 roundtrips during the winter with an MRG cap of not more than \$464,228.*** Liz Smith Plata seconded the motion, which passed unanimously.

- 6)United Chicago service option

Bill Tomcich presented the idea to United and they agreed to have seven round trips that will complement our existing service and has great connectivity. The flight program would consist of a Saturday afternoons flight inbound returning on Sunday mornings. Sunday morning aligns with the peak directional demand out of Gunnison. The proposed cap was \$117,978 and after discussion, Liz Smith ***moved to authorize the Board Chair to enter into a contract with United Airlines for service between Gunnison and Chicago to include 7 round trips***

during the winter with an MRG cap of not more than \$117,978. Diego Plata seconded the motion, which passed unanimously.

7)Approval of the new GVRTA Organizational Chart

Scott Truex went over the proposed org chart.

Laura brought up a question about contractual obligation and wanted a clarification of full time vs. part time contractors and that she noted that struggled with the contractor vs employee definitions. After clarifications and further discussion, **Diego Plata moved to approve the new GVRTA organizational chart.** Liz Smith seconded the motion, which passed unanimously.

8)Approval of scope of work for Communications & Marketing Manager

After discussion, Steve Morris **moved to approve the scope of work for the Communications & Marketing Manager.** Laura Puckett Daniels seconded the motion, which passed unanimously.

9)Approval of scope of work for Bus Operations Manager

The board discussed how this role would impact Scott's role and capacity and also discussed the historical the growth of the organization and bus schedules. After further discussion, Liz Smith **moved to approve the scope of work for the Bus Operations Manager.** Diego seconded the motion, which passed unanimously.

10)Approval of scope of work for Air Service Manager

There was discussion regarding the air service goals in the scope and after further discussion, Steve Morris **moved to approve the scope of work for the Air Service Manager.** Laura Puckett Daniels seconded the motion, which passed unanimously.

11)Contract for the services of Leia Morrison to provide Marketing and Communication Management services during 2025 and 2026.

After discussion, Diego Plata **moved to authorize the Board Chair to sign the contract with SocialFirekeeper for the services of Leia Morrison to act as the GVRTA's Marketing and Communications Manager for 2025 and 2026 as presented.** Laura Puckett Daniels seconded the motion, which passed unanimously.

12)Contract for the services of Bill Tomcich to provide Air Service Management services in 2025 and 2026

After discussion, Diego Plata **moved to authorize the Board Chair to sign the contract with Tomcich Travel Consulting for the services of Bill Tomcich to act as the GVRTA's Air Service Manager for 2025 and 2026.** Steve Morris seconded the motion, which passed unanimously.

13)Amendment to Scope of Services for Fehr & Peers Consultant Agreement to add commuter bus service performance metrics to the agreement

Discussion on benchmarks and using this data ensued and after discussion, it was decided not to pursue this amendment. Scott Truex and Landon Ogilvie will work together to come up with some metrics that make sense for our system.

F. OLD BUSINESS - Continued

4) Airport update – Rick Lamport

Rick Lamport reported that the airport intern started last week and that he will go through an airport management program. He is a Western student. Our airport received an award from the American Institute of Architects. Rick reported that we did receive increased FAA funding this year. Rick also added that the Chicago market is always in the top seven of our top markets.

5) Tourism and Prosperity Partnership report – Scott Truex reported that TAPP is very happy with the local marketing efforts to promote fall and that winter marketing has begun.

6) Bus service update – Scott Truex reported on the success of two of the three grants that we have applied for and that we are still waiting to hear the results from a third application. He noted that August ridership was up over the previous year. Danny Bartelli discussed some of the mechanical and parts issues we are having.

7) Bus operating and capital planning project update – Fehr & Peers will provide a draft of the final plan at the next meeting and a final draft will be available for adoption at the December meeting.

9) CB South bus stop paving project – Scott Truex reported that the estimate came in approximately \$18,000 more than expected and that Janet Farmer had agreed to increase our contribution by \$5,000 to \$120,000.

10) Air service update

Bill Tomcich reported that in August we had a 100% completion factor with load factor of 82.1% overall (over 10 points higher than last August). Labor Day weekend fell into August so that effected numbers in 2024. In terms of future bookings, September is pacing a fraction ahead of last year. October and November are pacing ahead. Overall winter is pacing 28% ahead. Colorado Governor's Tourism conference is taking place in Mt. Crested Butte next week and Laura Jackson (DIA) will be a keynote speaker.

G. PUBLIC COMMENT PERIOD

No public comments.

H. COMMENTS FROM BOARD MEMBERS AND STAFF

No comments.

I. NEW BUSINESS - continued

2) GVRTA Draft 2025 Budget and Budget Assumptions – The Board reviewed the budget and assumptions and did not request any changes. Scott Truex noted that he will update this budget with new information for adoption at the November meeting. This

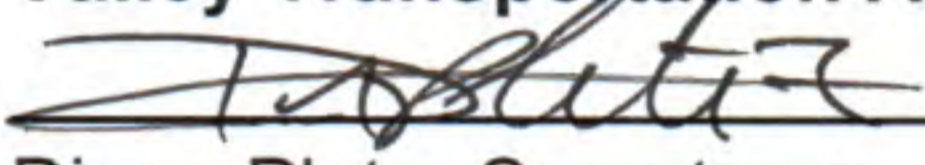
budget does include three buses being purchased in 2025 but this may not happen until 2026. He noted that the new bus operations manager position is in the budget as well as in the 2024 financial projections and he is hoping to bring a contract to the next board meeting to have someone fulfill the position before the beginning of the ski season. The 2025 Budget will be updated with any new information and presented for adoption at the next meeting.

3) 2025 – 2029 Draft GVRTA Five-year Financial Plan – The Board reviewed the plan and did not request any changes. There was discussion regarding the increase of service which is expected to be in the operating plan, which is not shown in this plan and Scott Truex explained that increased service is possible if future revenues increase enough to allow it. The five year financial plan will be updated with any new information and presented for adoption at the next meeting.

1) GVRTA history of successes and challenges over the years – Scott Truex presented a PowerPoint presentation and recognized Janet Farmer’s contributions over her years with the GVRTA.

The meeting adjourned at 10:21am.

These minutes are the final version approved by the Board of Directors of the Gunnison Valley Transportation Authority at its meeting on November 15, 2024.



Diego Plata, Secretary