

CASTA Board Meeting

July 13, 2017

9:30 am - 11:30 am

Via Conference Call

Meeting Minutes

In attendance: Will Jones, Ann Rajewski, Joyce Rihanek, Dave Averill, Mark Imhoff, Scott Truex, Hank Braaksma, Sherry Ellebracht, and Elena Wilken.

The meeting was called to order at 9:35 by Vice-President Will Jones.

1. Board reviewed action Item and updates from previous meetings
 - a. Sherry mentioned that Google docs does not work for her. Staff committed to providing alternative delivery.
 - b. Staff to provide workflow analysis to Board.
 - c. Scott Truex will continue to help with getting AEX to pay membership dues.
 - i.
2. **Decisions Requested**
 - a. Formal approval of revised bylaws.

VOTE: Sherry moved to approve amended bylaws. Scott Truex seconded. Approved unanimously.

- b. Policy Discussions Proposal

Ann sketched out a list of questions that it would be helpful for a group of transit folks to be looking at before money was available. The thought is that in 2018 if the Chamber or someone else runs an initiative then CASTA would be ready with suggested transit policy.

Will – good starting place for CDOT’s statewide transit plan

David – Initial reactions is that to open up to membership (or board) nothing here that I don’t agree with as far as statewide vision. Difficulty lies in the “how”. CDOT’s vision is Bustang, locals would rather do it locally.

Visioning – implementation is difficult. Nothing that is alarming or triggering.

Ann - totally agree - if we could provide some context and words around the sticky issues. Such as how to compare rural resort with rural rural. Both, And – economic work is important as well as human services. Help commission hold both ideas in weird tension. Policy and then also financial distribution so that everyone got what they needed but not too much. Place where people felt comfortable.

Mark - most (vast majority) of transit agencies participated in last Transit Plan. Most everyone had a voice in the process. Clarification in rural-rural versus resort in the next go-round. Great if CASTA had some input. Would hope that CASTA's work would be complimentary not against CDOT's plan. Statewide initiative would be helpful for new funds – how dispersed, what goals, etc.

Will – okay to get a verbal approval?

Ann – yes

Board gave tacit approval to move ahead, Dave requested that staff keep board updated.

2) Review SWOT Analysis and choose a few items to focus on for fall meeting.

Will - be mindful of workload.

Go to next level up, be mindful of the future.

Look at opportunities and and how you can use them to address threat..

Two birds - one stone

Board will send in top two or three by July 28th.

Send email reminder to the board.

3) Code of Conduct Statement

Hank and Will will talk to vendor. Staff will provide name, contact info.

Hank will wordsmith the proposed policy.

Have conference participants check box regarding policy when registering.

Elena: conference material already up, should we send to registrants?

Scott- start with next spring for Vendors and Attendees.

4) Start RFP process for the 5339 Grant process

NoLo process went well.

Planning to charge a nominal fee for agencies to participate.

Board agreed that staff should move forward to prepare for 5339 process.

3. For Discussion

a. 2nd Quarter financial report

Elena: lots of extra money (not CASTA's) coming in from National RTAP and CDOT's Transportation Summit. This creates quite a challenge to track what is passing through and what is ours. Membership dues are higher than budgeted. Vendors are working well. Expenses are on track for the year. Spring conference - registration was higher than budgeted, expenses high but resulting in less loss than budgeted. We had to leave \$10,000 on the table at the termination of the 2016 RTAP contract (extended through April 30, 2017) due to timing issues. It was hard to work around the contract date and contracting for spring training. National RTAP - hired contract worker to cover the contracted business. Same model for the Transportation Summit.

4. For your Information -

a. Executive Director Update

- i. Keystone for 2019 - Board members did not express dismay or surprise at the room rate - concluded that this is the cost of hotel rooms in resort towns. Staff will pursue Keystone contract for 2019.
- ii. Statewide funding - probably won't happen next year. Oregon passed a statewide transportation tax. Staff could share with board.

b. HR 1501 federal bill that shifts funding from some agencies and invests in the STIC program. Will forward bill to Mark. Objects to CTAA moving forward with legislative recommendation from STIC members without consulting the rest of the membership.

c. Benefits of CASTA session at Fall Conference - Dawn Block volunteered to help host this (funnily enough she wasn't in attendance in the meeting!)

d. How to handle if neither candidate for Board position receives majority? Do you conduct a runoff between the top two? Bylaws should probably be revised to address. Staff committed to sending out revised language for review and approval so we can include in bylaws amendments vote in September.

e. Update from CDOT

- a. After discussion, CDOT has agreed that paying for grantees registrations is important for the continued development of the transit industry in Colorado. They have found a quick fix to pay for grantee conference registrations for 2017. They will put something more permanent in place going forward.
- b. Staff will continue to monitor the bill from the 2017 session that authorized a pilot project for getting rides to the transit-dependent in Teller County.
- c. Front Range Passenger Rail - CASTA does not need to get nervous yet- but should monitor.
- d. SB 267 (Rural Hospital Provider fee with transportation allocation) has many moving parts. CDOT stands to receive \$18 Billion, of which 10% would go to transit. Funding mechanism is Certificates of Purchase, but the question remains, how do the certificates get repaid? If the Legislature decides not to kick in General Funds, then CDOT (and potentially transit agencies who have received the funding) are on the hook. May have to use FASTER funds to repay Certificates.
- e. FTA State Management Review will take place in one year. CDOT is undertaking a big push to get ready, including gathering information. The effort will start in November.
- f. VW Settlement - Transit may get \$5 million a year for three years. Diesel buses will not be eligible. State may choose to hold back funding for a few years so there will be more funding in later years. Plan to cover incremental costs of upgrading to alternative fuels.

Meeting Adjourned at 10:13 am.