



# Mountain Rides Transportation Authority Regular Board Meeting Agenda

12:00 noon, Thursday, August 29, 2013

Place: Ketchum City Hall Council Chambers, 480 East Ave. N, Ketchum, ID 83340

**Board Members:** Chair Susan McBryant (Hailey), Vice-chair Mark Gilbert (Sun Valley), Secretary Steve Wolper (at-large), Peter Everett (Ketchum), Michael David (Ketchum), Nils Ribi (Sun Valley), Joe Miczulski (Bellevue), Dave Patrie (Blaine County)

1. 12:00pm: Call meeting to order

2. Presentation item: Presentation of Certificate of Appreciation to Vanessa Fry

3. Comments from the Chair and Board Member thoughts

4. Public comment period for items not on the Agenda (including questions from the press)

5. Action items and discussion items

a. Action item: (p.2-8) Approval of preferred site location for so valley facility and associated land needs

b. Action item: (p.9-24) Approval of release of RFP 0813-04 for development of BC bicycle and ped plan

c. Action item: (p.25) Approval of formation of ad hoc committee for Jason Miller's 4 month review

d. Action item: (p.26-28) Approval of release of bus and van fleet fuel bid

e. Discussion item:(p.29-30) Update on upcoming RFPs and RFQs under \$25,000

f. Discussion item:(p.31-35) Review and discuss current draft of MRTA FY2014 Budget

g. Discussion item:(p.36-41) Review and discuss current draft of MRTA Capital Improvemnt Plan for 2014-2018

h. Discussion item:(p.42-47) Discuss MRTA By-law amendment to define officer's roles

i. Discussion item:(p.48-50) Discuss draft service concepts for FY2014 transit service plan

6. Committee Reports (p.51-52)

a. Planning and Marketing Committee report from Chair Steve Wolper

i. Committee members approve minutes for August

b. Finance and Performance Committee report from Chair Mark Gilbert

i. Committee members approve minutes for August

7. Staff reports

a. Dashboard performance reports for June 2013 (p.53-55)

b. Operations report (p.56)

c. Maintenance report (p.57)

d. Marketing and Outreach report (p.58)

e. Business Manager report (p.59)

f. Executive Director report (p.60)

8. Consent Calendar items (p.61-79)

a. Approve minutes July 19 regular board meeting

b. Receive & File financials June 2013

9. Adjournment

Note: Public information on agenda items is available from the Mountain Rides office 800 1st Ave. North, or 208-788-7433. Any person needing special accommodation to attend the above noticed meeting should contact Mountain Rides three days prior to the meeting at 208-788-7433.

# Mountain Rides Agenda Item Summary

Date:

08/29/2013

From:

Jason Miller

Subject:

5a. Approval of preferred site location for south valley facility and associated land needs

Committee Review:

☒ yes

☐ no

Committee

Planning & Marketing

Purview:

Previously  
discussed at board  
level:

☒ yes

☐ no

Proposed Action:

Approve

Fiscal Impact:

Estimated \$720-775k for construction. Land arrangement and fiscal impact unknown at this time.

Related Policy or  
Procedural Impact:

5 year Capital Improvement Plan; FY2014 Budget

Background:

As we all know, this project has been ongoing for some time. The goal of this agenda item is for the board to establish clear direction on the location, which is recommended to be the county owned lots at the corner of Gannett Rd and Clover St, in the Southern Belle industrial park in Bellevue.

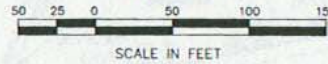
Attached are land plots, as well as a site study of how a building with parking and ingress/egress would fit on these two lots that are 0.5 acre in total (0.25 acre each).

The best site layout, from my perspective, is Option A, as it maximizes the amount of parking by configuring the building to fit the lot. Option A is the only option that gives us the opportunity to have about 10-12 parking spaces for general public (park and ride) and the balance of parking for employees. This is a very exciting opportunity for us to be able to still create a project with park and ride.

# SOUTHERN BELLE BUSINESS PARK SUBDIVISION

PAGE 2 OF 4

NOVEMBER 1996



SCALE: 1" = 50'

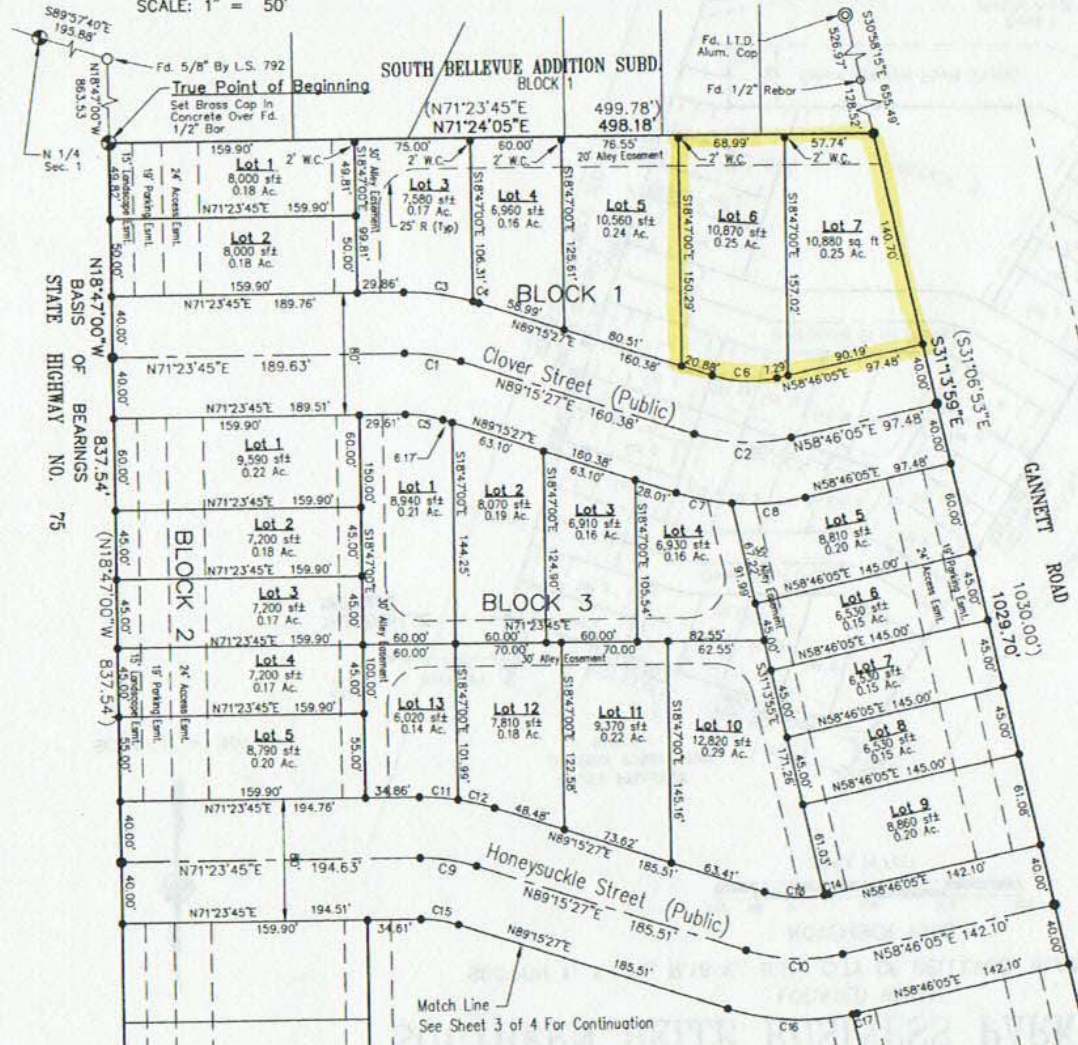
## LEGEND

- ⊙ Found I.T.D. Aluminum Cap
- ⊙ Found Brass Cap
- Found 5/8" Rebar
- Found 1/2" Rebar
- ⊙ I.P.O.B., Set Brass Cap, L.S. 3621
- Set 5/8" Rebar, L.S. 3621
- Set 1/2" Rebar, L.S. 3621
- Easement, Width as Shown
- (S2°43'12"W 12.42') Record Information
- W.C. Witness Corner

## CURVE TABLE

CURVE	RADIUS	LENGTH	TANGENT	CHORD	BEARING	DELTA
C1	120.00'	37.41'	18.86'	37.26'	S80°19'36"W	17°51'42"
C2	120.00'	63.86'	32.70'	63.11'	N74°00'46"E	30°29'22"
C3	160.00'	45.79'	23.05'	45.63'	S79°35'38"W	16°23'46"
C4	160.00'	4.09'	2.05'	4.09'	S88°31'29"W	01°27'56"
C5	80.00'	24.94'	12.57'	24.84'	S80°19'36"W	17°51'42"
C6	80.00'	42.57'	21.80'	42.07'	N74°00'46"E	30°29'22"
C7	160.00'	36.90'	18.53'	36.81'	N82°39'05"E	13°12'44"
C8	160.00'	48.25'	24.31'	48.06'	N67°24'24"E	17°16'38"
C9	120.00'	37.41'	18.86'	37.26'	S80°19'36"W	17°51'42"
C10	120.00'	63.86'	32.70'	63.11'	N74°00'46"E	30°29'22"
C11	160.00'	25.25'	12.65'	25.23'	S75°55'04"W	09°02'37"
C12	160.00'	24.62'	12.34'	24.60'	S84°50'55"W	08°49'05"
C13	80.00'	39.66'	20.25'	39.26'	N75°03'18"E	28°24'19"
C14	80.00'	2.91'	1.46'	2.91'	N59°48'37"E	02°05'03"
C15	80.00'	24.94'	12.57'	24.84'	S80°19'36"W	17°51'42"
C16	160.00'	82.23'	42.05'	81.33'	N74°32'02"E	29°26'51"
C17	160.00'	2.91'	1.45'	2.91'	N59°17'21"E	01°02'31"

SEE SHEET 1 FOR NOTES



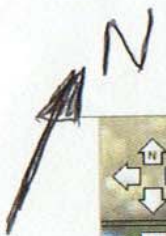
SOUTHERN BELLE BUSINESS PARK SUBDIVISION

GALENA ENGINEERING, INC.  
KETCHUM, IDAHO

SHEET 2 OF 4

Job No. 3644

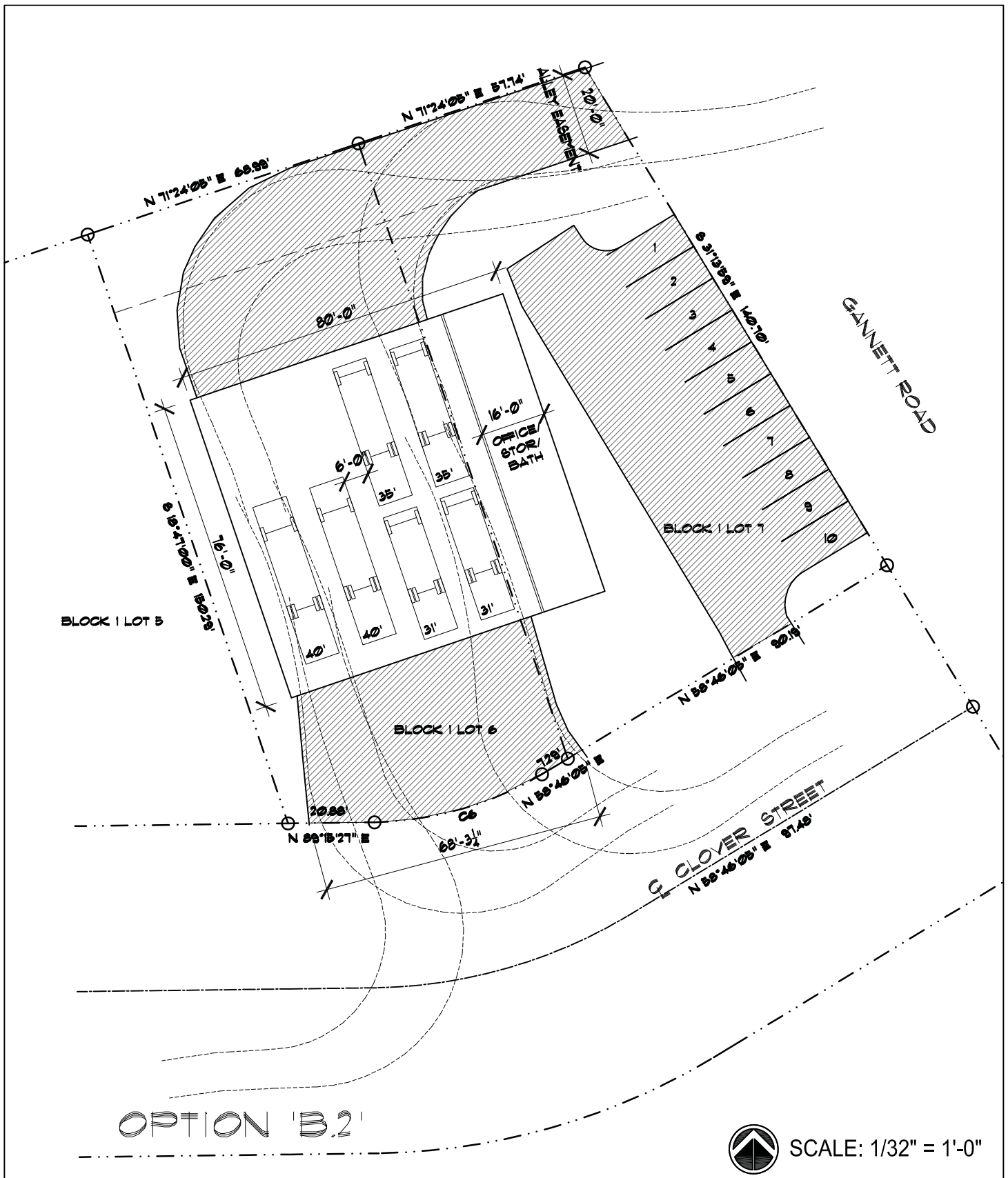








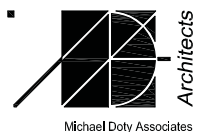




ADDENDUM:  
RFI REFERENCE:  
TITLE: SITE STUDY - OPT 'B.2'

DATE: 08/26/13  
DRAWN: BMM

PROJECT NO: 1329.0  
PROJECT: Mtn Rides Southern Belle







# Mountain Rides Agenda Item Summary

Date: 08/29/2013

From: Jason Miller

Subject: 5b. Approval of release of RFP 0813-04 for development of Blaine County bicycle and pedestrian plan

Committee Review: ☒ yes ☐ no Committee Purview: Finance & Performance

Previously discussed at board level: ☒ yes ☐ no

Proposed Action: Approve

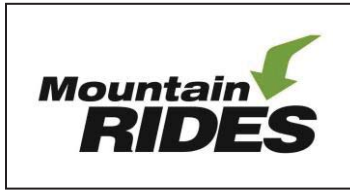
Fiscal Impact: Minimal - estimated to cost \$150-250 in staff time to administer this grant.

Related Policy or Procedural Impact: Supports our capital improvement plan and our bus stop standards

Background:

Last month, the board approved helping to fund this plan. This plan has \$12k in committed local funding. The next step is to put this out for RFP. In discussing the RFP, the working group talked about how MRTA was the natural fit for releasing this (as opposed to Blaine County or another municipality), given our JPA partners, experience releasing this type of RFP and our federal requirements that must be included in the RFP.

I am recommending that the board approve the administration and release of this RFP, as it fits with our mission and is something we can easily manage with limited fiscal impact.



## Mountain Rides Transportation

Request for Proposal

RFP0813-04

Blaine County Bicycle and Pedestrian Plan

August 2013

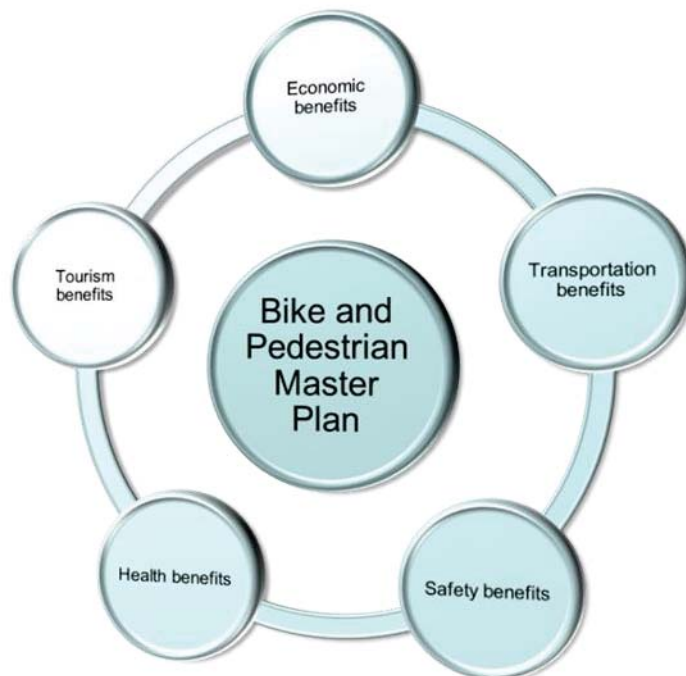
## 1) OVERVIEW AND INTRODUCTION:

Mountain Rides Transportation Authority is seeking proposals from qualified parties to supply a regional bicycle and pedestrian master plan that will guide the development of bicycle and pedestrian improvements within Blaine County. Proposals must be submitted by 5:00pm Mountain Time, September 25, 2013.

The successful party will supply and deliver a plan for Blaine County that provides a cohesive and comprehensive vision for how it develops, standardizes and grows its infrastructure amenities and policies to support more accessible, safer, attractive and integrated bicycle and pedestrian use as a transportation mode, form of recreation and tool to improve the health of the community.

This vision needs to be codified in a county-wide community bicycle and pedestrian master plan that all can use as a reference and implementation tool. The major themes of the plan will be a coordinated approach, standardization of infrastructure and a vision for critical improvements relative to available resources. This plan will:

- Make biking and walking safer
- Improve the local economy by building up the area as a destination for biking
- Give guidance on standards for signage, road treatments, etc.
- Be a tool for all jurisdictions in updating comprehensive and transportation master plans
- Improve the vitality and health of the community by making biking and walking more accessible
- Create opportunity for more biking and walking as transportation



The development of this plan will be guided by a working group of stakeholders that includes membership from Blaine County, all the municipalities, the Blaine County Recreation District, Mountain Rides Transportation Authority, the Community Transportation Association of Idaho, the Wood River Bicycle Coalition, as well as many interested and committed community volunteers. This diversity of opinions and perspectives will help provide more depth to the process and the outcome.

The working group recognizes the importance of outreach, especially to city/county staff and the community, and will spend time up front to make sure that everyone understands this effort and buys in to the importance. Without buy-in from those who have to help build, design and maintain bicycle and pedestrian



infrastructure, this plan will not be effective. The working group will be the sounding board and guiding body for the management of the plan development.

The funding for the development of this plan is made possible by a coalition of local partners in Blaine County that includes the cities of Hailey and Ketchum, Blaine County, as well as Blaine County Recreation District, Friends of Mountain Rides and Mountain Rides Transportation Authority.

## **2) OBJECTIVES AND DESIRED OUTCOMES**

This RFP will be awarded to and developed by an entity or individual(s) with expertise in bicycle and pedestrian planning. In order to be successful, the individual(s) or entity will have to respond to how they will meet the following broad plan objectives:

- A picture of where we are in the evolution of biking and walking in Blaine County including identifying the needs and giving context to how bicycle and walking improves the overall community ethos, health and safety
- Easy to understand, adoption and implementation standards for bicycle and pedestrian infrastructure
- A roadmap for the future development of biking and walking infrastructure that identifies short-term, mid-term and long-term opportunities that can be implemented as funding allows
- Tools for making existing and future infrastructure safer for users
- Flexibility to allow both cohesion among the communities and the ability for each community to have their own identity
- Policies that can help guide all the communities of Blaine County to make biking and walking safer, more accessible, and more desirable with improved connectivity
- Milestones that help us celebrate successes and mark progress
- Strategies that inform the public and elected officials on results, benefits and economic value

To give some context as to the expected work product that will result from the development of this plan, the plan is expected to include:

- I. Overview and intro.
- II. Inventory of existing infrastructure.
- III. Assessment of needs and opportunities, using existing data, for improving biking and walking in Blaine County.
- IV. Aggregation of bicycling and walking data from existing sources and basic data analysis.
- V. Design standards for street treatments, sidewalks, bicycle lanes, pathways, way-finding and amenities.
- VI. Prioritized project plan.
- VII. Implementation strategies.
- VIII. \*Policies and procedures.
- IX. \*Education and safety programs.
- X. \*Funding plan.

\*NOTE – these items VIII through X are not funded at this point and would only be part of an extended plan if additional funding were to be made available to the project.

These objectives and outline may be adjusted or updated over time, as the working group collaborates with the successful respondent to this RFP.

### 3) GENERAL INFORMATION

#### a. Procurement Schedule:

RFP Release Date	08/26/2013
Deadline for Questions	09/13/2013
<b>RFP Closing Date</b>	<b>09/25/2013</b>
Award Date	10/04/2013
Deadline for completion of plan	03/15/2014

#### b. Issuing Office & Submission of Questions:

This solicitation is issued by Mountain Rides (MR). MR is the only contact for this solicitation. Written questions must be submitted via e-mail to:

*Jason Miller, Executive Director*

*E-mail: [jason@mountainrides.org](mailto:jason@mountainrides.org)*

The deadline for receipt of questions is September 13, 2013. To be considered, questions must be received via e-mail by 5:00 p.m. Mountain Daylight Time, on that date.

The deadline for receipt of responses to this RFP is September 25, 2013. To be considered, responses must be received via e-mail with an Adobe .pdf attachment for the response by 5:00 p.m. Mountain Daylight Time, on that date.

#### c. Additional Terms and Conditions:

Where conflict occurs, these Additional Terms and Conditions shall take precedence.

- i. Proposals shall remain valid for at least thirty (30) calendar days beginning the first working day after the proposal Closing Date.
- ii. MR reserves the right to terminate any resulting Contract, in part or in whole, without penalty to MR, upon ten (10) days written notice to the successful Contractor.
- iii. After award of the Contract, MR and the successful Contractor will mutually agree on a delivery plan.
- iv. The successful Contractor and MR may agree to add to, delete from, or otherwise modify the scope of work, and associated tasks, at any time during the contract term, as deemed appropriate by the parties, to complete them.
- v. MR reserves the right to unilaterally modify the Scope of Work based on the availability of funding.

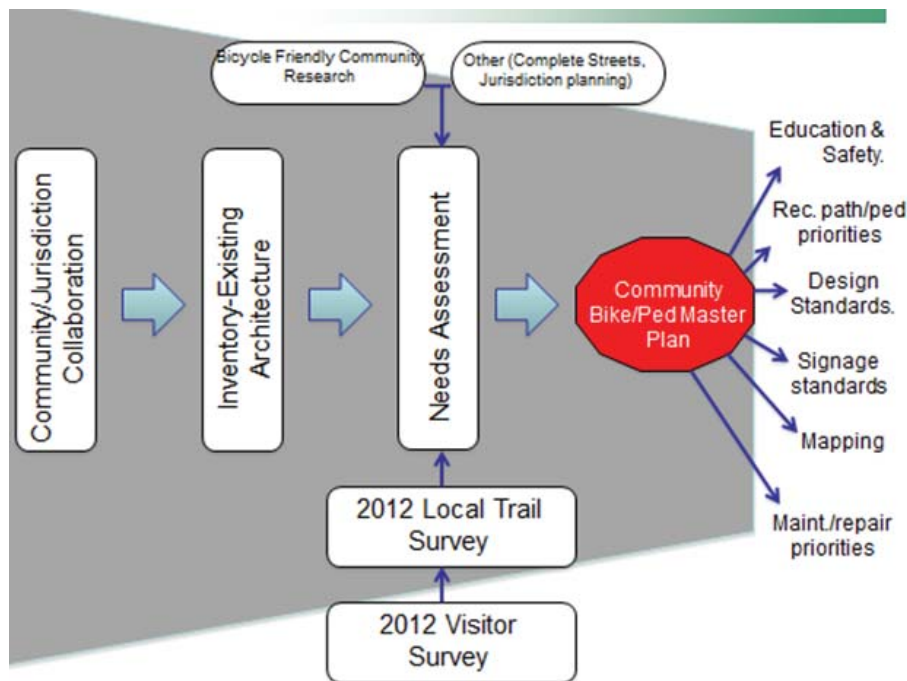
### 4) SCOPE OF WORK

#### a. Work Plan: The proposer must indicate an approach and willingness to manage the following responsibilities:

1. Understand the current inventory of resources and infrastructure in place in Blaine County.
2. Review existing data on trail counts, user data, surveys, economic studies and transportation plans.
3. Engage stakeholders within the working group and the broader community.
4. Analyze gaps and opportunities for prioritized improvements.
5. Research standards that can be applied regionally, appropriate for the community needs.
6. Deliver a final plan within the time schedule that meets the needs and expectations

of the working group.

7. Manage a work flow as shown below:



**b. Time and Travel**

MR will pay for direct costs of travel and associated time with travel for at least two (2) meetings, the costs for which will be included in the proposer price sheet, attached as Attachment A.

**c. Assignment of Work and Deliverables**

Project details will be assigned to the Contractor by the MR Executive Director or his/her designee. The Executive Director will be the primary contact and will work with the Contractor to establish timelines and details regarding the associated tasks and deliverables.

**5) PROPOSAL FORMAT, DETAIL AND EVALUATION**

**a. Content Requirements**

The proposal must comply with the format and content requirements detailed in this section. The proposer must submit a complete proposal that provides proof of experience and qualifications to conduct the required activities and the approach to completing the tasks. If a proposer does not follow the required format its proposal may be found non-responsive and receive no further consideration.

**b. Confidentiality**

During the evaluation phase and any discussions conducted, adequate procedures will be used to ensure that the contents of the proposer's proposals are not released outside of the MR's evaluation and procurement personnel. Any information that a proposer considers to be confidential, and not subject to release, even after award of the RFP, must be clearly marked as such. A proposer may not mark its entire proposal "confidential." In addition, pricing information will not be considered "confidential."



**c. Required Items**

A complete proposal in Adobe .pdf form must be emailed to [jason@mountainrides.org](mailto:jason@mountainrides.org) by 5pm Mountain Time, September 25, 2013. The proposal should not exceed 25 written pages (excluding cover letter, proposal cover, table of contents and supplemental information, such as firm brochures and resumes) and should use a minimum font size of 10. The proposal must include the following:

- i. Cover Letter: Signed by the principal of the Contractor the cover letter should identify the primary consultant and any subcontract arrangements. The individual signing the cover letter must indicate his or her position/title. A contact person for further information must also be identified.
- ii. Project Understanding and Scope: Describe the understanding of the need for the creation of a county-wide bicycle and pedestrian plan for Blaine County and describe the approach to meeting the task objectives outlined in the RFP.
- iii. Study Team and Key Staff: Provide a description of your experience in carrying out the scope of work, including, but not limited to, resumes of principals proposed to carry out the work, relevant experience with bicycle and/or pedestrian planning, knowledge of bicycle and pedestrian best practices for developing and improving biking and walking experiences.
- iv. Work Plan and Project Schedule: Provide a proposed work plan for preparing the countywide bicycle and pedestrian master plan including detailing the approach to be used in developing the plan, steps taken to prepare the plan, implementation steps, and time lines proposed to deliver the necessary items, as required by this RFP.
- v. Cost Proposal – please fill out the attached Cost Summary that details the associated costs for the “Base Plan,” as well as additional deliverables for the “Extended Plan,” which would only be awarded as an RFP Alternate, if funds allow.
- vi. References: Provide a list of three (3) references (name, phone number and email) for key project staff members designated for the project. These references should be agencies/organizations for whom you performed similar Projects, or for whom you have worked with in similar types of bicycle and pedestrian planning. Reference should be from those with whom you were involved within the last five (5) years and should include a brief description of the work conducted.

**d. Non-discrimination and Minority and Women Owned Business Enterprises**

- i. MR will not discriminate against any proposer, in accordance with Title VII of the Civil Rights Act.
- ii. MR encourages minority and women owned business enterprises to apply and respond to this RFP.

**e. 3<sup>rd</sup> Party Clauses for Contracts under \$100,000 Using Federal Dollars**

- i. Proposer agrees to follow the Section 2.0, 3<sup>rd</sup> Party Clauses (attached), if successful in winning this RFP contract.

**6) INSTRUCTIONS FOR PROPOSAL SUBMITTAL**

**a. Proposal Response**

Provide one Adobe .pdf file of your Proposal Response.

**b. Address**

Provide send your response by e-mail to to [jason@mountainrides.org](mailto:jason@mountainrides.org)

## 7) ROLE OF THE WORKING GROUP

MR and the working group envision that there will be a cooperative relationship between the successful proposer and the members of the working group as the plan is developed. This is an important aspect of the project, as it has financial impacts for the successful proposer – MR believes that the working group role will help support the project and reduce some of the workload on the successful proposer. To give at least a general overview of the role of the working group, the following tasks are listed as examples of the role and responsibility of the working group:

- Assemble and provide baseline bicycle and pedestrian data
- Provide needed documentation on existing bicycle and pedestrian related policies, ordinances or plans
- Give context and background on the evolution of bicycle and pedestrian needs
- Identify initial list of potential projects for bicycle and pedestrian infrastructure improvements
- Support all meetings by handling all meeting details including booking and paying for meeting room space, advertising and promotion, refreshments, audio/visual needs and printed materials
- Provide mapping and GIS resources, as needed
- Be available for interviews and questions that may arise relative to the different jurisdictions within Blaine County

## 8) RESOURCES

In evaluating the amount of work to develop this plan, proposers should be aware that Blaine County and the communities within Blaine have spent significant time and effort over the years in developing bicycle-ped infrastructure and planning for this infrastructure. As a result, MR believes that there are many resources available to proposers that will significantly reduce the amount of initial analysis and inventory work that may be required.

As proposers prepare a response to this RFP, MR recommends that proposers review the following resources that could help inform the development of the bicycle and pedestrian master plan:

- Mountain Rides Transportation Policies and Plans: <http://www.mountainrides.org/policies-&-plans.php>
- Blaine County Recreation District Wood River Trail data: <http://www.bcrd.org/wood-river-trail-rehabilitation.php>, and map: <http://www.bcrd.org/wood-river-trail-summer.php>
- Blaine County GIS: <http://ftp.co.blaine.id.us/>
- Blaine County road standards: [http://www.co.blaine.id.us/vertical/Sites/%7BBB2A7BCF-1E38-4DB2-AE8E-3A22829A1987%7D/uploads/Road Standards App A.pdf](http://www.co.blaine.id.us/vertical/Sites/%7BBB2A7BCF-1E38-4DB2-AE8E-3A22829A1987%7D/uploads/Road%20Standards%20App%20A.pdf)
- City of Hailey Mobility Design Ordinance: [http://www.haileycityhall.org/Codes\\_Plans/municipalCode/Title%2018%20Mobility%20Design.pdf](http://www.haileycityhall.org/Codes_Plans/municipalCode/Title%2018%20Mobility%20Design.pdf)
- Ketchum Idaho Comprehensive Plan update draft: <http://ketchumidaho.org/DocumentCenter/View/1298>
- Wood River Bicycle Coalition: <http://woodriverbicycle.wordpress.com/>

- Bike Friendly Communities application, spring 2013: <http://www.mountainrides.org/policies-&-plans.php>
- 2012 Trail Count Data: <http://www.mountainrides.org/policies-&-plans.php>
- Sun Valley Idaho Comprehensive plan update:  
[http://www.sunvalley.govoffice.com/index.asp?SEC=6CD77925-E7F0-492F-8BE0-EC34887259DA&Type=B\\_BASIC](http://www.sunvalley.govoffice.com/index.asp?SEC=6CD77925-E7F0-492F-8BE0-EC34887259DA&Type=B_BASIC)

## 9) PROPOSAL EVALUATION AND AWARD

- Proposals will initially be evaluated to determine whether they comply with the Proposal submission requirements, including: timely receipt, inclusion of a signed proposal, Scope of Work Proposal, references, and Cost Proposal
- MR will evaluate complying proposals first on the ability of the proposer's ability to complete the scope of work. Of those deemed capable of completing the work (through an evaluation of capabilities, work samples, references, price and technical proposal), MR will then evaluate proposals according to the following evaluation matrix:

CRITERIA	POINT VALUE
Strength of proposer's experience and references	100 max
Strength of proposer's technical proposal including overall work plan and approach to completing the plan	200 max
Strength of proposer's price for base plan bid only	200 points for lowest price; 175 points for second lowest; 150 points for third lowest; and so on (25 points lower for each proposer price is ascending lowest)
Ability of the proposer to deliver the plan by March 15, 2014	50 max
Strength of proposer's price for the extended plan	50 points for lowest price; 40 points for second lowest; 30 points for third lowest; and so on (10 points lower for each proposer price is ascending lowest)
TOTAL	600 points maximum

- Proposals will be evaluated by an evaluation team established by MR. The evaluation team will consist of members of the working group to be determined but not less than four individuals representing at least three different members of the partnership organizations
- Following award of the Contract to the winning proposer, the parties will mutually agree on a work plan.



**ATTACHMENT A – RFP COST SUMMARY SHEET**

This plan will be developed and funded according to existing financial resources, which are very limited. MR anticipates that there will be \$12,000 to \$15,000 of total funding available for the base plan. Funding for the extended plan is unfunded at this point, but we are looking for potential funding sources through grants or fundraising. Please fill out this RFP cost summary sheet, as part of your submittal:

Deliverable – BASE PLAN	Start	Finish	Staff time (hrs)	Cost (\$)
Kick-off meeting (could be attended via conference call and/or Skype)				
Inventory existing infrastructure & resources				
Needs assessment				
Community meeting to present initial findings (must be in person)				
First draft of bicycle-ped plan including items I through VII under section 2 of this RFP				
Adjustments to first draft based on input from working group				
Delivery of final plan and community meeting to present final plan				
		TOTALS	Hrs	\$ _____
Deliverable - EXTENDED PLAN	Start	Finish	Staff time (hrs)	Cost (\$)
Policies and Procedures for bicycle-ped planning				
Education and safety programs				
Funding plan with potential funding sources				
		TOTALS	Hrs	\$ _____

**Please Note:**

1. MR will pay for all costs associated with promoting, planning and hosting all the meetings. Proposer should only include costs associated with preparing for and attending/presenting at the meetings.
2. Proposers should include costs for both the Base Plan and the Extended Plan, but MR reserves the right to award only the Base Plan. The Extended Plan is alternative to the Base Plan that is at the sole option of MR and may be awarded piece meal for each of the Extended Plan deliverables shown above.
3. MR reserves the right to not award to any proposer if no proposals are deemed financially viable.

**SECTION 2.0**

**Required Federal 3<sup>rd</sup> Party Clauses for Contracts under \$100,000 Using Federal Dollars**

**2.0 POLICIES FOR ALL TIERS**

Contractor agrees to comply with the subsections of this Section 2.0 and to include these requirements in all subcontracts of every tier.

**2.1.0 NO OBLIGATION BY THE FEDERAL GOVERNMENT**

Mountain Rides Transportation Authority (MR) and the Contractor acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying Contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this Contract and shall not be subject to any obligations or liabilities to the MR, Contractor, or any other party (whether or not a party to that Contract) pertaining to any matter resulting from the underlying Contract.

**2.2.0 PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS AND RELATED ACTIONS:**

1. The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. §3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. Part 31, apply to its actions pertaining to this Project. Accordingly, by signing the underlying Contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying Contract or the FTA assisted project for which this Contract work is being performed. In addition to other penalties that may be applicable, the Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.
2. The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance awarded by FTA under the authority of 49 U.S.C. §5301 et seq., the Government reserves the right to impose the penalties of 18 U.S.C. §1001 and 49 U.S.C §5301 et seq. on the Contractor, to the extent the Federal Government deems appropriate.

**2.3.0 AUDIT AND INSPECTION OF RECORDS**

In accordance with 49 C.F.R. §18.36(i), 49 C.F.R. §19.48(d), and 49 U.S.C. §5325(a), provided MR is the FTA Recipient or a sub-grantee of the FTA Recipient, the Contractor agrees to provide the MR, FTA, the Comptroller General of the United States, the Secretary of the U.S. Department of Transportation, or any of their duly authorized representatives access to any books documents, papers, and records of the Contractor which are directly pertinent to or relate to this Contract (1) for the purpose of making audits, examinations, excerpts, and transcriptions and (2) when conducting an audit and inspection.

- A. In the event of a **sole source Contract, or single Offer, single responsive Offer, or competitive negotiated procurement** the Contractor shall maintain and the Contracting Officer, the U.S. Department of Transportation (*if applicable*), MR or the representatives thereof, shall have the right to examine all books, records, documents, and other cost and pricing data related to the Contract price, unless such pricing is based on adequate price competition, established catalog or market prices of commercial items sold in substantial quantities to the public, or prices set by law or regulation, or combinations thereof. Data related to the negotiation or performance of the contract shall be made available for the purpose of evaluating the accuracy, completeness, and currency of the cost or pricing data. The right of examination shall extend to all documents necessary for adequate evaluation of the cost or pricing data, along with the computations and projections used therein, including review of accounting principles and practices that reflect properly all direct and indirect costs anticipated for the performance of the Contract.
- B. **For Contract modifications or change orders** the Contracting Officer, the U.S. Department of Transportation (*if applicable*), MR or their representatives shall have the right to examine all books, records, documents, and other cost and pricing data related to a Contract modification, unless such pricing is based on adequate price competition, established catalog or market prices of commercial items sold in substantial quantities to the public, or prices set by law or regulation, or combinations thereof. Data related to the negotiation or performance of the Contract modification or change order shall be made available for the purpose of evaluating the accuracy, completeness, and currency of the cost or pricing data. The right of examination shall extend to all documents necessary for adequate evaluation of the cost or pricing data, along with the computations and projections used therein, either before or after execution of the Contract modification or change order for the purpose of conducting a cost analysis. If an examination made after execution of the contract modification or change order reveals inaccurate, incomplete, or out-of-date data, the Contracting Officer may renegotiate the contract modification or change order price adjustment and MR shall be entitled to any reductions in the price that would result from the application of accurate, complete or up-to-date data.
- C. For any cost reimbursable work the Contractor shall maintain and the Contracting Officer, the U.S. Department of Transportation (*if applicable*), MR or their representatives shall have the right to examine books, records, documents, and other evidence, including review of accounting principles and practices that reflect properly all direct and indirect costs incurred as related to said cost reimbursable work.
1. The materials described in Paragraphs A, B, and C, above shall be available at the Contractor's office at all reasonable times for inspection, audit, and making excerpts and transcriptions until three years from the date of final payment under the Contract except that the materials described in Paragraph A above shall also be available prior to any award and materials relating to "Service and Parts" (Section 2.5). For records relating to appeals under "Disputes" (Section 2.2.7), "Audit and Inspection of Records" (this Section 2.6), litigation, or the settlement of claims arising out of the negotiation or the performance of contract modifications, records shall be kept available until such appeals, litigation, or claims have been disposed of.
  2. The Contracting Officer and his/her representative and any other parties authorized under this clause shall employ sound business practices to protect the confidence of the data specified under this clause, for which the Contractor provides access, against disclosure of such information and material to third parties except as permitted by the Contract. The Contractor shall be responsible for ensuring that any confidential data bears appropriate notices relating to its confidential character.



3. The requirements of this section are in addition to other audit, inspection, and record-keeping provisions specified elsewhere in the Contract documents.

#### **2.4.0 CHANGES IN FEDERAL LAWS AND REGULATIONS**

Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those Listed directly or by reference in the agreement between MR and FTA that funds any part of this Contract, as they may be amended or promulgated from time to time during the term of this Contract. Contractor's failure to so comply shall constitute a material breach of this Contract.

#### **2.5.0 CIVIL RIGHTS**

##### **2.5.1 NONDISCRIMINATION**

In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332. The Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

##### **2.5.2 EQUAL EMPLOYMENT OPPORTUNITY**

The following equal employment opportunity requirements apply to the underlying Contract:

1. Race, Color, Creed, National Origin, Sex. In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C § 2000e, and Federal transit laws at 49 U.S.C. § 5323 the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of labor," 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
2. Age. In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. §§ 623 and Federal transit law at 49 U.S.C § 5332, the contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
3. Disabilities. In accordance with section 102 of the Americans with

Disabilities Act, as amended, 42 U.S.C. § 12112, the Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

## **2.6.0 TERMINATION OF CONTRACT**

### **2.6.1 TERMINATION FOR CONVENIENCE**

The performance of work under this Contract may be terminated by MR in accordance with this clause in whole, or from time to time in part, whenever the Contracting Officer shall determine that such termination is in the best interest of the MR. Any such termination shall be effected by delivery to the Contractor of a notice of termination specifying the extent to which performance of work under the Contract is terminated, and the date upon which such termination becomes effective.

After receipt of a notice of termination, and except as otherwise directed by the Contracting Officer, the Contractor shall: stop work under the Contract on the date and to the extent specified in the notice of termination; place no further orders or subcontracts for materials, services, or facilities, except as may be necessary for completion of such portion of the work under the Contract as is not terminated; terminate all orders and subcontracts to the extent that they relate to the performance of work terminated by the notice of termination; assign to MR in the manner, at the times, and to the extent directed by the Contracting Officer, all of the right, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case MR shall have the right, in its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts; settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Contracting Officer, to the extent he may require, which approval or ratification shall be final for all the purposes of this clause; transfer title to MR and deliver in the manner, at the times, and to the extent, if any, directed by Contracting Officer the fabricated or unfabricated parts, work in process, completed work, supplies, and other material produced as part of, or acquired in connection with the performance of, the work terminated, and the completed or partially completed plans, drawings, information and other property which, if the Contract had been completed, would have been required to be furnished to the MR; use its best efforts to sell, in the manner, at the times, to the extent, and at the price(s) directed or authorized by the Contracting Officer, any property of the types referred to above, provided, however, that the Contractor shall not be required to extend credit to any purchaser, and may acquire any such property under the conditions prescribed by and at a price(s) approved by the Contracting Officer, and provided further, that the proceeds of any such transfer or disposition shall be applied in reduction of any payments to be made by MR to the Contractor under this Contract or shall otherwise be credited to the price or cost of the work covered by this Contract or paid in such other manner as the Contracting Officer may direct; complete performance of such part of the work as shall not have been terminated by the notice of termination, and take such action as may be necessary, or as the Contracting Officer may direct, for the protection or preservation of the property related to this Contract which is in the possession of the Contractor and in which MR has or may acquire an interest.

The Contractor shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim to MR to be paid the Contractor. Settlement of claims by the Contractor under this termination for convenience clause shall be in accordance with the provisions set forth in Part 49 of the Federal Acquisition Regulations (48 C.F.R. 49) except that wherever the word "Government" appears it shall be deleted and the word "MR" shall be substituted in lieu thereof.

#### **2.6.2 TERMINATION FOR DEFAULT**

MR may, by written notice of default to the Contractor, terminate the whole or any part of this Contract if the Contractor fails to make delivery of the supplies or to perform the services within the time specified herein or any extension thereof; or if the Contractor fails to perform any of the other provisions of the Contract, or so fails to make progress as to endanger performance of this Contract in accordance with its terms, and in either of these two circumstances does not cure such failure within a period of 10 (ten) days (or such longer period as the Contracting Officer may authorize in writing) after receipt of notice from the Contracting Officer specifying such failure.

In the event that MR elects to waive its remedies for any breach by Contractor of any covenant, term or condition of this Contract, such waiver by MR shall not limit MR's remedies for any succeeding breach of that or of any other term, covenant, or condition of this Contract.

If the Contract is terminated in whole or in part for default, MR may procure, upon such terms and in such manner, as the Contracting Officer may deem appropriate, supplies or services similar to those so terminated. The Contractor shall be liable to MR for any excess costs for such similar supplies or services, and shall continue the performance of this Contract to the extent not terminated under the provisions of this clause.

Except with respect to defaults of subcontractors, the Contractor shall not be liable for any excess costs if the failure to perform the Contract arises out of causes beyond the control and without the fault or negligence of the Contractor. If the failure to perform is caused by the default of a subcontractor, and if such default arises out of causes beyond the control of both the Contractor and subcontractor, and without the fault or negligence of either of them the Contractor shall not be liable for any excess costs for failure to perform unless the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery schedule.

Payment for completed supplies delivered to and accepted by MR shall be at the Contract price. MR may withhold from amounts otherwise due the Contractor for such completed supplies such sum as the Contracting Officer determines to be necessary to protect MR against loss because of outstanding Liens or claims of former lien holders.

If, after notice of termination of this Contract under the provisions of this clause, it is determined for any reason that the Contractor was not in default under the provisions of this clause, or that the default was excusable under the provisions of this clause, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to termination for convenience of the Procurement Agency.

The rights and remedies of MR provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

## **2.7.0 DISADVANTAGED BUSINESS ENTERPRISE**

### **2.7.1 POLICY**

It is the policy of the Department of Transportation that Disadvantaged Business Enterprises (DBE) as defined in 49 C.F.R. Part 26 shall have the maximum opportunity to participate in the performance of Contracts financed in whole or in part with Federal Funds under this agreement. Consequently the DBE requirements of 49 C.F.R. Part 26 apply to this agreement.

### **2.7.2 DBE OBLIGATION**

Contractor agrees to ensure that Disadvantaged Business Enterprises as defined in 49 C.F.R. Part 26 have the maximum opportunity to participate in the performance of Contracts and subcontracts financed in whole or in part with Federal funds provided under this agreement. In this regard, all recipients or contractors shall take all necessary and reasonable steps in accordance with 49 C.F.R. Part 26 to ensure that Disadvantaged Business Enterprises have the maximum opportunity to compete for and perform contracts. Recipients and their contractors shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of DOT assisted contracts.

### **2.7.3 REMEDY**

Failure of the Contractor to comply with this section or to include it in any subcontract of any tier will constitute a breach of Contract and, after notification of DOT, may result in termination of the Contract by MR or such remedy as MR deems appropriate.

## **2.8.0 INCORPORATION OF FTA TERMS**

"General Contract Provisions," (this Section 2), includes, in part, certain standard terms and conditions required by DOT, whether or not expressly set forth in the Contract provisions. All contractual provisions required by DOT, as set forth in FTA Circular 4220.1D, as amended, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any MR requests which would cause MR to be in violation of the FTA terms and conditions.



# Mountain Rides Agenda Item Summary

Date: 08/29/2013

From: Susan McBryant

Subject: 5c. Approval of formation of ad hoc committee for Jason Miller's 4 month review

Committee Review: ☐ yes ☒ no Committee Purview: N/A

Previously discussed at board level: ☒ yes ☐ no

Proposed Action: Approve

Fiscal Impact: none

Related Policy or Procedural Impact: MRTA Employee Manual, Jason Miller Memorandum of Understanding

Background:

As part of Jason's return in April, a four month review was put in place to evaluate Jason's performance since April, as well as over the past year, given that Jason missed his original April review date.

An ad hoc committee needs to be formed to take on this task in order to complete by the next board meeting.

# Mountain Rides Agenda Item Summary

Date: 08/29/2013

From: Jason Miller

Subject: 5d. Approval of release of bus and van fleet fuel bid

Committee Review: ☐ yes ☒ no Committee Finance & Performance  
Purview:

Previously discussed at board level: ☒ yes ☐ no

Proposed Action: Approve

Fiscal Impact: FY2014 fuel budget

Related Policy or Procedural Impact: FY2014 soon to be adopted budget

Background:

As our biggest annual purchase, fuel has been bid every year. Since we don't have storage tanks, we have only been able to bid card lock systems that only give us a relatively small discount off of retail prices. In fact, we have only received one bid the last two years we have put this out to bid.

I am asking for the ability to modify the fuel bid we used last year and release it to bidders so that we can ratify a fuel contract before the start of our fiscal year. The fuel bid will be an improved version of last year's bid, attached. It will comply with all of our federal requirements.

We are hopeful we will get at least two bids this year.



## MRTA AUTHORIZATION TO SOLICIT BIDDING

DESCRIPTION OF PROJECT OR ITEM TO BE BID:

Procurement of FY14 Diesel and Unleaded Fuels.

SPECIAL REQUIREMENTS: A card-lock system available in both North and South Valley Locations that allows tracking by vehicle and user.

ESTIMATED COST:

Budgeted amount of \$373,000.00. Estimated at \$3.70/gal Unleaded and \$4.10/gal for Diesel.

DATE OF BOARD APPROVAL OF REQUEST: 8/29/13

DATES OF PUBLICATION (REQUIRED FOR PURCHASES > \$50,000):

Wednesday 9/4/13 and 9/11/13

APPROVED AS PER BUDGET:

  
Executive Director

8/29/13  
Date

APPROVED FOR PUBLICATION:

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Date

**MOUNTAIN RIDES TRANSPORTATION AUTHORITY**  
**Fuel Purchase Bid Request – Calender Year 2013**  
**October 1, 2013 through September 30, 2014**

**Instructions to Bidders:**

The diesel price per gallon information is to be exclusive of any federal or state tax.  
 Provide your prices on the dates indicated. The fuels must be available via a card access system with user PINS and each vehicles card referenced to match the MRTA vehicle number.  
 These fuels must be available in Bellevue, Hailey, Ketchum , Sun Valley, Shoshone, Gooding, Jerome, and Twin falls via a card access system. Please fill out for the two sample locations below (Hailey and Ketchum) for the dates and quantities shown. Volume pricing on annual basis should be based on 18,000 gallons of unleaded and 68,000 gallons of diesel.

**Completed bids due by NOON 9/13/2013**

<b>Regular grade Gasoline (85) (via card access system) Bid required</b>	Quantity (gallons)	Price per gallon (\$USD)
Rack price including freight for regular gasoline on 11/1/2012 in Hailey, ID	50	
Rack price including freight for regular gasoline on 11/15/2012 in Hailey, ID	50	
Rack price including freight for regular gasoline on 11/30/2012 in Hailey, ID	50	
Average		
<b>Diesel (via card access system) Bid required</b>	Quantity (gallons)	Price per gallon (\$USD)
Rack price including freight for diesel on 11/1/2012 in Hailey, ID	50	
Rack price including freight for diesel on 11/15/2012 in Hailey, ID	50	
Rack price including freight for diesel on 11/30/2012 in Hailey, ID	50	
Average		
<b>Regular grade Gasoline (via card access system) Bid required</b>	Quantity (gallons)	Price per gallon (\$USD)
Rack price including freight for regular gasoline on 11/1/2012 in Ketchum, ID	50	
Rack price including freight for regular gasoline on 11/15/2012 in Ketchum, ID	50	
Rack price including freight for regular gasoline on 11/30/2012 in Ketchum, ID	50	
Average		
<b>Diesel (via card access system) Bid required</b>	Quantity (gallons)	Price per gallon (\$USD)
Rack price including freight for diesel on 11/1/2012 in Ketchum, ID	50	
Rack price including freight for diesel on 11/15/2012 in Ketchum, ID	50	
Rack price including freight for diesel on 11/30/2012 in Ketchum, ID	50	
Average		

Low bids will be calculated by averaging the prices for the date ranges and locations. Diesel and unleaded will be averaged separately.

Bid submitted by \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_



# Mountain Rides Agenda Item Summary

<u>Date:</u>	<input type="text" value="08/29/2013"/>		
<u>From:</u>	<input type="text" value="Wendy Crosby"/>		
<u>Subject:</u>	<input type="text" value="5e. Update on upcoming RFPs and RFQs under \$25,000"/>		
<u>Committee Review:</u>	<input checked="" type="radio"/> yes <input type="radio"/> no	<u>Committee Purview:</u>	<input type="text" value="Finance &amp; Performance"/>
<u>Previously discussed at board level:</u>	<input type="radio"/> yes <input type="radio"/> no		
<u>Proposed Action:</u>	<input type="text" value="Review"/>		
<u>Fiscal Impact:</u>	<input type="text" value="FY2014"/>		
<u>Related Policy or Procedural Impact:</u>	<input type="text" value="MRTA Policy Section 101 Procurement"/>		
<u>Background:</u>	<input type="text" value="Under the MRTA procurement policy we will be soliciting informal bids, RFPs and/or RFQs for the bus advertising sales contract, the drug &amp; alcohol testing service, and legal services. Under the policy, for amounts under \$25,000, these contracts require Executive Director approval and for amounts under \$5,000, department head approval. All 4 contracts will be for services in amounts below \$25,000. We are advising you of these solicitations in order to keep you apprised because there will be several bids sought in a short period of time. We will be working on these in the upcoming weeks, with the objective of having contracts in place for the beginning of FY2014."/>		

### Summary of upcoming RFPs to be released – Aug and Sept 2013

Per our Procurement Policy 101, these RFPs and RFQs do not need full board approval, as they are all under \$25,000 in total annual value.

RFP: Legal services  
Scope: MRTA lawyer on contract for all legal needs  
Estimated cost: \$180-230 per hour is range of estimated responses with annual total of \$8,000 - \$10,000  
Timeline: Release after approval at August board meeting, selection by early September  
Criteria: Combination of cost and experience

RFP: Drug and alcohol testing and background checks  
Scope: Dept of Transp (DOT) required testing services for urine and saliva lab results and reporting plus background checks  
Estimated cost: \$3,000-\$4,000 per year for current employee count  
Timeline: Release after approval at Aug board meeting, selection by mid-September  
Criteria: Cost and experience with DOT testing procedures

RFP: Bus advertising  
Scope: Advertising representative to sell exterior and interior ads on all buses to local and national customers  
Estimated cost: 20-35% of program revenue (approx. \$10,000-\$15000)  
Timeline: Release after approval at Aug board meeting, selection by early October  
Criteria: Evaluation matrix that combines qualifications, cost, experience, approach

# Mountain Rides Agenda Item Summary

Date:

08/29/2013

From:

Wendy Crosby

Subject:

5f. Review and discuss current draft of MRTA FY2014 Budget

Committee Review:

☒ yes

☐ no

Committee

Finance & Performance

Purview:

Previously  
discussed at board  
level:

☒ yes

☐ no

Proposed Action:

Review

Fiscal Impact:

FY2014

Related Policy or  
Procedural Impact:

Background:

The FY2014 budget is ready for adoption pending confirmation of local funding contributions. Final FY2014 budget will be presented at the September meeting.

Noteworthy changes from previous drafts are as follows:

- in the operations fund, payroll and fuel have been held flat as compared to previous drafts where we had budgeted for slight increases. This was adjusted to account for local funding at levels below those requested.
- in the capital equipment fund, equipment purchases are limited to those under contract and required to maintain service. Previous drafts included the purchase of a new Sprinter; this purchase has been eliminated and will be replaced with refurbishments to existing equipment.
- in the facilities fund, a south valley facility is still included in the budget.

The budget will be published ahead of adoption at our September meeting.

**Mountain Rides Transportation Authority**  
**Consolidated FY2014 Final Budget: ALL FUNDS SUMMARY**  
**For publication 09-2013**

	Adopted Budget for FY'13	Budget for Publication for FY'14
<b>Revenue</b>		
Operations Fund	2,405,088.00	2,385,968.00
Capital Equipment Fund	175,869.00	600,810.00
Capital Equipment Reserve Carryover from FY13	172,369.00	234,738.00
Capital Equipment use of reserves	0.00	-66,000.00
Work Force Housing Fund	31,150.00	30,225.00
Work Force Housing Reserve Carryover from FY13	25,000.00	25,000.00
Work Force Housing use of reserves	0.00	0.00
Facilities Fund	136,733.00	1,428,500.00
Facilities Reserve Carryover from FY 13	13,152.00	94,885.00
Facilities Fund use of reserves	0.00	-33,535.00
Contingency Fund	60,050.00	90,255.00
Contingency Fund use of reserves	0.00	-40,205.00
Contingency Reserve Carryover from FY13	180,000.00	240,050.00
<b>Total Revenue</b>	<b>3,199,411.00</b>	<b>4,990,691.00</b>
<b>Expense</b>		
Operations Fund	2,405,088.00	2,385,968.00
Capital Equipment Fund	113,500.00	600,810.00
Work Force Housing Fund	31,150.00	30,225.00
Facilities Fund	55,000.00	1,428,500.00
Contingency Fund	0.00	90,255.00
<b>Total Expense</b>	<b>2,604,738.00</b>	<b>4,535,758.00</b>
<b>Gross Revenue</b>	<b>594,673.00</b>	<b>454,933.00</b>
<b>Less Fund Balances held in Reserve</b>		
Capital Equipment Fund Reserve	234,738.00	168,738.00
Work Force Housing Fund Reserve	25,000.00	25,000.00
Facilities Fund Reserve	94,885.00	61,350.00
Contingency Fund Reserve	240,050.00	199,845.00
<b>Total Fund Balances in Reserve</b>	<b>594,673.00</b>	<b>454,933.00</b>
<b>NET REVENUE (Gross Revenue MINUS Funds Held in Reserve)</b>	<b>0.00</b>	<b>0.00</b>

**SUMMARY OF TOTAL LOCAL FUNDING REQUESTS\***

	FY2012	FY2013	FY2013 Breakout		FY2014	FY2014 Breakout	
			operating	capital		operating	capital
City of Ketchum	522,610.00	522,610.00	445,567.00	77,043.00	\$ 550,000.00	\$ 475,750.00	\$ 74,250.00
City of Sun Valley**	275,000.00	250,000.00	180,340.00	69,660.00	\$ 250,000.00	\$ 216,250.00	\$ 33,750.00
City of Hailey	65,000.00	65,000.00	55,457.00	9,543.00	\$ 68,000.00	\$ 58,820.00	\$ 9,180.00
City of Bellevue	-	0.00	-	-	\$ 1,000.00	\$ 865.00	\$ 135.00
Blaine County	122,000.00	123,500.00	105,385.00	18,115.00	\$ 128,000.00	\$ 110,720.00	\$ 17,280.00
SV CO	170,000.00	175,000.00	149,450.00	25,550.00	\$ 175,000.00	\$ 151,375.00	\$ 23,625.00
<b>TOTALS</b>		1,136,110.00	936,199.00	199,911.00	\$ 1,172,000.00	\$ 1,013,780.00	\$ 158,220.00

\*Note - all represent best guess as to final funding amounts



**Mountain Rides Transportation Authority**  
**FY2014 OPERATIONS BUDGET, for publication 09-2013**

	Adopted Budget for FY2013	DRAFT Budget for FY2014	% FY2014 vs FY2013	COMMENTS
<b>Income</b>				
41000 - Federal Funding				
41200 - Federal - 5311	760,000.00	789,000.00	3.8%	blend of '13 award and '14 recommendation
41300 - Federal - 5316	150,000.00	0.00	-100.0%	program eliminated
41400 - Federal - 5317	45,000.00	0.00	-100.0%	program eliminated
41500 - Federal - 5310	0.00	77,488.00		5310 now source for Hailey route
<b>Total 41000 - Federal Funding</b>	<b>955,000.00</b>	<b>866,488.00</b>	<b>-9.3%</b>	
42000 - State Funding		0.00		
42100 - State - Safe Routes	15,000.00	8,000.00	-46.7%	less expenses for SR2S
42400 - State - Training	6,500.00	7,500.00	15.4%	
<b>Total 42000 - State Funding</b>	<b>21,500.00</b>	<b>15,500.00</b>	<b>-27.9%</b>	
43000 - Local Funding		0.00		
43100 - Local - Ketchum	445,567.00	475,750.00	6.8%	
43200 - Local - Hailey	55,457.00	58,820.00	6.1%	
43300 - Local - Bellevue	0.00	865.00	100.0%	
43400 - Local - Blaine County	105,385.00	110,720.00	5.1%	
43500 - Local - Sun Valley	180,340.00	216,250.00	19.9%	
43600 - Local - Sun Valley Co./Other Biz	149,450.00	151,375.00	1.3%	
<b>Total 43000 - Local Funding</b>	<b>936,199.00</b>	<b>1,013,780.00</b>	<b>8.3%</b>	
44000 - Fares		0.00		
44100 - Fares - Down Valley Cash	75,000.00	76,000.00	1.3%	
44200 - Fares - Down Valley Passes	125,000.00	130,000.00	4.0%	
44300 - Fares - Vanpool	140,000.00	175,000.00	25.0%	Increase w/additional SVCo vans
<b>Total 44000 - Fares</b>	<b>340,000.00</b>	<b>381,200.00</b>	<b>12.1%</b>	
45000 - Revenue		0.00		
45100 - Rev - Advertising	36,000.00	48,000.00	33.3%	increase prices, more volume
45200 - Rev - Business Sponsors	1,500.00	1,000.00	-33.3%	
45500 - Rev - Charter/Special Event	15,000.00	15,000.00	0.0%	
45600 - Rev - Bike Share-Bike Swap	0.00	6,000.00		new revenue source
<b>Total 45000 - Revenue</b>	<b>52,500.00</b>	<b>70,000.00</b>	<b>33.3%</b>	
47000 - Private Donations		0.00		
47100 - Foundations/Other	0.00	500.00		Friends of MR
<b>Total 47000 - Private Donations</b>	<b>0.00</b>	<b>500.00</b>		
48000 - Transfer from Housing Fund	18,000.00	20,000.00	11.1%	
49000 - Interest Income	500.00	500.00	0.0%	
49500 - Diesel Tax Refunds	17,000.00	18,000.00	5.9%	
50000 - Excess Operating Funds	64,389.00	0.00	-100.0%	
<b>Total Income</b>	<b>2,405,088.00</b>	<b>2,385,968.00</b>	<b>-0.8%</b>	
<b>Expenses</b>				
<b>Total 51000 - Payroll Expenses</b>	<b>1,491,700.00</b>	<b>1,496,218.00</b>	<b>0.3%</b>	represents overall 9% serv reduct w/incr in costs & staffing
<b>Total 52000 - Insurance Expense</b>	<b>93,000.00</b>	<b>103,000.00</b>	<b>10.8%</b>	
<b>Total 53000 - Professional Fees</b>	<b>35,800.00</b>	<b>40,500.00</b>	<b>13.1%</b>	
<b>Total 54000 - Equipment/Tools</b>	<b>10,500.00</b>	<b>7,000.00</b>	<b>-33.3%</b>	
<b>Total 55000 - Rent and Utilities</b>	<b>51,000.00</b>	<b>38,500.00</b>	<b>-24.5%</b>	
<b>Total 56000 - Supplies</b>	<b>21,900.00</b>	<b>19,900.00</b>	<b>-9.1%</b>	
<b>Total 57000 - Repairs and Maint.</b>	<b>22,000.00</b>	<b>18,000.00</b>	<b>-18.2%</b>	
<b>Total 58000 - Communications Exp.</b>	<b>22,500.00</b>	<b>15,500.00</b>	<b>-31.1%</b>	
<b>Total 59000 - Travel and Training</b>	<b>13,000.00</b>	<b>16,500.00</b>	<b>26.9%</b>	higher for Jason mgmt training
<b>Total 60000 - Business Expenses</b>	<b>8,600.00</b>	<b>8,600.00</b>	<b>0.0%</b>	
<b>Total 61000 - Advertising</b>	<b>21,500.00</b>	<b>22,250.00</b>	<b>3.5%</b>	
<b>Total 62000 - Mrktg and Promotion</b>	<b>22,000.00</b>	<b>18,000.00</b>	<b>-18.2%</b>	
<b>Total 63000 - Printing and Repr.</b>	<b>15,500.00</b>	<b>12,000.00</b>	<b>-22.6%</b>	
<b>Total 64000 - Fuel Expense</b>	<b>370,088.00</b>	<b>373,000.00</b>	<b>0.8%</b>	less bus service but more vans, slightly higher cost
<b>Total 65000 - Vehicle Maintenance</b>	<b>146,000.00</b>	<b>147,000.00</b>	<b>0.7%</b>	
<b>Total 69500 - Fund Expense-Conting</b>	<b>60,000.00</b>	<b>50,000.00</b>	<b>-16.7%</b>	return closer to historical level
<b>Total Expense</b>	<b>2,405,088.00</b>	<b>2,385,968.00</b>		
	<b>0.00</b>	<b>0.00</b>		

**FY2014 Capital Equipment Fund  
and Contingency Fund, for publication 09-2013**

**CAPITAL EQUIPMENT FUND**

	FY2013 ADOPTED Budget Oct 1, 2012 - Sep 30, 2013	FY2014 Budget for publication	Comments
<b>Income</b>			
41100 - Federal - 5309 Funding	0.00	304,000.00	Older \$ for 1 bus
41102 - Federal - 5339-vans	0.00	87,000.00	80/20 funding for 3 new vans and some refurb
41104 - Federal - 2012 State of Good Repair	20,000.00	20,000.00	
41108 - Federal - EPA grant, city of Hailey	0.00	8,000.00	bike share
42300 - Statewide Rideshare: Vans	6,000.00	0.00	
42301 - Fares - Vanpool	35,000.00	35,000.00	
48000 - Transfer from CapEquip Fund Balance	0.00	66,000.00	
43000 - Local (see breakdown)	111,919.00	79,110.00	
49000 - Interest Earned	250.00	200.00	
49900 - Misc Income- Asset Disposal	2,700.00	1,500.00	
<b>Total Income</b>	<b>175,869.00</b>	<b>600,810.00</b>	
<b>Expense</b>			
68100 - Vans	60,000.00	70,310.00	3 vanpool vans
68200 - Buses-mid and heavy duty	0.00	390,000.00	1 Gillig 35' bus
68300 - Buses-refurb	0.00	95,000.00	rebuild 1-2 low floor Gilligs
68400 - Bike Share Program	11,000.00	8,000.00	
68500 - Technology	25,000.00	25,000.00	Asset management software
68600- Fuel path study	7,500.00	7,500.00	To study fuel alternatives
54000 - Shop Equipment	10,000.00	5,000.00	sv move in
<b>Total Expense</b>	<b>113,500.00</b>	<b>600,810.00</b>	
	<b>62,369.00</b>	<b>0.00</b>	
<b>Fund Balance</b>			
Starting Fund Balance on 10/1	\$ 172,369.00	\$ 234,738.00	
Transfer to Income (use of fund balance)	\$ -	\$ (66,000.00)	
Net Income for FY	\$ 62,369.00	\$ -	
<b>Ending Fund Balance on 9/30</b>	<b>234,738.00</b>	<b>168,738.00</b>	

**CONTINGENCY FUND**

	FY2013 Adopted Budget Oct 1, 2012 - Sep 30, 2013	FY2014 DRAFT Budget	Comments
<b>Income</b>			
47000 - Use of Reserve cash	0.00	40,205.00	
48000 - Transfer from Ops Fund	60,000.00	50,000.00	from ops fund
49000 - Interest Earned	50.00	50.00	
<b>Total Income</b>	<b>60,050.00</b>	<b>90,255.00</b>	
<b>Expense</b>			
none	0.00	0.00	
transfer to Facilities Fund	0.00	90,255.00	
<b>Total Expense</b>	<b>0.00</b>	<b>90,255.00</b>	
<b>Net Income</b>	<b>60,050.00</b>	<b>0.00</b>	
<b>Fund Balance</b>			
Starting Fund Balance on 10/1	180,000.00	240,050.00	
Transfer to Income (use of fund balance)	0.00	-40,205.00	
Net Income for FY	60,050.00	0.00	
<b>Ending Fund Balance on 9/30</b>	<b>240,050.00</b>	<b>199,845.00</b>	

**FY2014 Facilities Fund  
and Work Force Housing Fund, for publication 09-2013**

**FACILITIES FUND**

	<b>FY2013 Adopted Budget Oct 1, 2012 - Sep 30, 2013</b>	<b>FY2014 DRAFT Budget</b>	<b>Comments</b>
<b>Income</b>			
41104 - Federal Funding - Stimulus	9,641.00	0.00	remainder funds for east fork
41106 - Federal Funding - 5309: Facility	0.00	0.00	purchase south valley facility
41106 - Federal Funding - 5309: Facility	0.00	800,000.00	construct new bays for s. valley, imprmnts
41105 - Federal Funding - 5309: Bus Livability	0.00	0.00	East Fork
41106 - Federal Funding - 5309: Bus Livability	0.00	312,000.00	Hub with building included
42000 - State Funding - ADA Curb Ramp	28,000.00	13,500.00	no match required
43000 - Local Funding (see breakdown)	0.00	79,110.00	50 % of local capital contribution
43100 - Local-Ketchum	0.00	100,000.00	KURA for hub
47000 - Use of Reserve cash		33,535.00	
48000 - Transfers	98,992.00	90,255.00	from Contingency Fund to balance to zero
49000 - Interest Earned	100.00	100.00	
<b>Total Income</b>	<b>136,733.00</b>	<b>1,428,500.00</b>	
<b>Expense</b>			
66100 - Construction- East Fork Shelters	13,000.00	0.00	
66100 - Construction- East Fork curb, sdwlk, path	35,000.00	13,500.00	curb ramps at intersection
66200 - South Facility Acquisition	0.00	25,000.00	purchase south valley facility
66200 - South Facility Construct-Improve	0.00	850,000.00	
66300 - South Facility Design/Plan	0.00	90,000.00	
66400 - South Facility Move in	0.00	5,000.00	move-in costs
66500 - Ketchum Facility Upgrades	7,000.00	5,000.00	boiler/heater
66000 Ketchum Transpo Hub	0.00	440,000.00	site dev plans, construct, signage/lighting, bldg
<b>Total Expense</b>	<b>55,000.00</b>	<b>1,428,500.00</b>	
	<b>81,733.00</b>	<b>0.00</b>	
<b>Fund Balance</b>			
Starting Fund Balance on 10/1	13,152.00	94,885.00	
Transfer to Income (use of fund balance)		-33,535.00	
<b>Net Income for FY</b>	<b>81,733.00</b>	<b>0.00</b>	
<b>Ending Fund Balance on 9/30</b>	<b>94,885.00</b>	<b>61,350.00</b>	

**WORK FORCE HOUSING FUND**

	<b>Adopted Budget Oct 1, 2012 - Sep 30, 2013</b>	<b>DRAFT Budget for FY2014</b>	<b>Comments</b>
<b>Income</b>			
45350 - Apartment Rent	29,500.00	29,500.00	
45400 - Laundry Revenue	600.00	675.00	
45325 - Rental Deposits	1,000.00	0.00	
49000 - Interest Earned	50.00	50.00	
<b>Total Income</b>	<b>31,150.00</b>	<b>30,225.00</b>	
<b>Expense</b>			
WFH Operating Expenses			
55200 - Utilities	6,500.00	4,500.00	running lower
57200 - Building Repair and Maintena	3,650.00	3,000.00	
51000 - WFH Operating Expenses - Ot	500.00	0.00	
<b>Total - WFH Operating Expenses</b>	<b>10,650.00</b>	<b>7,500.00</b>	
57100 - Laundry Equipment Repairs	500.00	225.00	
57400 - Elevator Expenses	2,000.00	2,500.00	
48000 - Transfer out to Operations Account-Admir	18,000.00	20,000.00	
<b>Total Expense</b>	<b>31,150.00</b>	<b>30,225.00</b>	
<b>Net Income</b>	<b>0.00</b>	<b>0.00</b>	
<b>Fund Balance</b>			
Starting Fund Balance on 10/1	25,000.00	25,000.00	
<b>Net Income for FY</b>	<b>0.00</b>	<b>0.00</b>	
<b>Ending Fund Balance on 9/30</b>	<b>25,000.00</b>	<b>25,000.00</b>	

# Mountain Rides Agenda Item Summary

<u>Date:</u>	<input type="text" value="08/29/2013"/>		
<u>From:</u>	<input type="text" value="Jason Miller"/>		
<u>Subject:</u>	<input type="text" value="5g. Review and discuss current draft of MRTA Capital Improvement Plan for 2014-2018"/>		
<u>Committee Review:</u>	<input checked="" type="radio"/> yes <input type="radio"/> no	<u>Committee Purview:</u>	<input type="text" value="Finance &amp; Performance"/>
<u>Previously discussed at board level:</u>	<input checked="" type="radio"/> yes <input type="radio"/> no		
<u>Proposed Action:</u>	<input type="text" value="Discuss"/>		
<u>Fiscal Impact:</u>	<input type="text" value="FY2014-2018 Capital Improvements for facilities fund, capital equipment fund and workforce housing fund"/>		
<u>Related Policy or Procedural Impact:</u>	<input type="text" value="FY2014-2018 CIP"/>		
<u>Background:</u>	<input type="text" value="Annually, we update our CIP as part of the budget adoption process. Attached is the updated CIP for the next 5 years that defines all facility and capital equipment needs and funding."/>		



---

# Capital Improvement Plan

## FY2014-2018

### *For Adoption at September 2013 Board Meeting*

---

#### Purpose

The purpose of this Capital Improvement Plan (CIP) is to provide a strategy, time table and estimated budget for capital needs over the next five years. These capital needs include rolling stock (i.e. buses and vans), street facilities and structures including bus shelters and bike racks, technology implementation, improvements and upkeep to our existing primary facility in Ketchum, development of a downtown transportation hub in Ketchum, and acquiring a new southern transportation facility in Bellevue or Hailey.

This CIP will be adopted annually in September or October at the same time that our full fiscal annual budget is adopted. This CIP is designed to be a working document that is updated regularly and is always adjusted to look at the next immediate five years of capital needs.

#### Projects Categories to be Funded

Mountain Rides must fund many types of capital projects in order to be successful including:

1. **On-street infrastructure and facilities:** Building supporting infrastructure for our transit service is vital for the success of our system. Better bike and pedestrian facilities in combination with high quality passenger waiting shelters will result in more ridership and better return on investment on the service hours we operate. Over the next five years, we will continue to work to add more bus shelters to our system every year. Some of the critical locations include East Fork, downtown Hailey and downtown Ketchum. With 14 bus shelters in our system, we also need to maintain these facilities over time. A downtown Ketchum transit hub is also critical to better coordinating our overall transit system. This facility would allow all of our routes to better interact and facilitate transfers, as well as serve as a simple place for customers to go to figure out how to get anywhere in our system.
2. **Rolling stock:** Mountain Rides operates roughly 650,000 to 750,000 miles per year, which results in the depreciation of 1-2 vehicles per year. Our vehicle mix includes vans, small buses, mid-duty buses, and heavy-duty buses. In order to continue to provide high-quality service that is attractive and comfortable, we must continue to replace and upgrade these vehicles over the coming years. In addition to replacement vehicles, we must also look at expanding our fleet of buses and vans to help us expand our services. With diminishing federal funds for capital replacement, we must look at refurbishing existing vehicles in order to meet all of our needs.



3. **Technology improvements:** In order to continue to grow services and ridership, we must have a strong backbone of technology to support our future. Mountain Rides hopes to implement technology solutions for customer service and management including: automatic tracking of vehicles via GPS, real-time traveler information via signs and web-based technology, automation of passenger counts, electronic fareboxes, back-end fixed route management software, and automated destination signage.
4. **Improvements to Ketchum facility:** Our existing facility that includes bus maintenance, offices, and apartments is in need of maintenance and upkeep over time. New paint, roof repair, new roll-up doors, and general upkeep are needed in order to maintain this asset over time. We are also looking at upgrades that will help reduce energy consumption over time like lighting upgrades and a more efficient furnace (or perhaps one that utilizes a more efficient, clean energy source). Some funding exists to upgrade to much cleaner energy technologies like solar, and Mountain Rides will be evaluating and applying for these grants as possible.
5. **New South Valley facility:** As Mountain Rides expands regionally, especially to the south, it is absolutely necessary to support these services with a new facility in Hailey or Bellevue. This facility is envisioned to include, at a minimum, a bus storage and maintenance facility with office and storage space. An ideal facility might include a park and ride lot, a community room, a bus turn-out and shelter, and possibly community housing units. We continue to look at existing properties; however, these opportunities are limited and we have now started to look more seriously at the county lots in Bellevue that would involve building a new facility. This will take longer and will require renting a facility for at least another year.

## Funding Sources

In order to fund all of the projects in the coming years, Mountain Rides must utilize a variety of funding sources. At this time, Mountain Rides is unsure of what capital funding sources will look like going forward, as there is a new federal transportation bill, MAP-21, that eliminates many traditional sources for capital projects. Luckily, Mountain Rides does have existing funding in a variety of funding sources to fund immediate capital needs:

- State of Good Repair and Bus Livability – this is a discretionary Federal Transit Administration (FTA) program that provides capital funding for vehicles and facilities that support bus operations. We have used this program to purchase buses in the past, as well as fund the Ketchum Intermodal Center and East Fork bus stop improvements. The funding for this program is 83% federal funding with a local match of 17% for vehicles and 80% federal funding with a local match of 20% for facilities.
- New Under MAP-21: Rural formula funding 5339 for buses and bus facilities – The new 2-year federal funding bill that went into effect in October 2012 has a program that includes a fixed amount of formula funding for each state. Funding for 5339 is unknown at this point, as the feds have yet to give ITD guidance on how these funds will be allocated and how much the state of Idaho will receive; however, it is anticipated that Idaho will receive \$1.25MM annually for bus and bus facilities, which is lower than the \$2-\$3 million annual average that Idaho received under the earmark system.
- Statewide funding source taken from operational funding – Under MAP-21 there are additional dollars in the 5311 and 5310 funding programs. It is anticipated that ITD will take some money off the top of these programs and put them into a dedicated fund

for capital that agencies within the state can apply for and compete. The details of how this might work are completely unknown at this point.

- Fund Balances – Mountain Rides has dedicated capital funds for facility projects, maintenance of workforce housing units, and capital equipment purchases. These fund balances are relatively low currently, but we are working to grow these balances over time. Contributions to these fund balances come primarily from our local municipal partners through direct funding.
- Private funds and miscellaneous grants – this would include any funding from grants not known at this time, foundations, or private businesses who may wish to help Mountain Rides achieve its CIP goals.

## **Project List by Year**

CIP Attachment A lists the various projects with their associated costs and estimated year for expenditure. Some projects span multiple years and some, like maintenance and upkeep projects, are more focused on the coming fiscal year. The costs are listed in the year they are estimated to be incurred. Some purchases like buses need to be made sooner due to long lead times. The project list also shows the total project funding, local funding and federal funding estimated to complete the project. This shows what must be funded by our own capital fund balances, through funding from our local partners, and what would be paid for from federal sources. This also shows the match needed for these federal funds.

## **CIP Success Factors**

Successful CIP implementation is dependent on many internal and external factors, some of which we can affect and some of which are out of our control. In order to fund all of our capital projects, the following assumptions are built in:

- ✓ Municipal funding partners continue to support Mountain Rides with funds that can be used as match for capital projects (above and beyond operational support)
- ✓ We are able to find a suitable property for our south facility and park and ride
- ✓ FTA finds a way to fund larger projects once MAP-21 expires (earmarks have been eliminated under MAP-21 with no replacement)
- ✓ ITD creates a fair and balanced system that meets provider needs for capital projects under the new MAP-21 bill
- ✓ Mountain Rides continues to advance planning efforts for all of these projects
- ✓ Smaller grants are discovered and successfully applied for in the coming years
- ✓ We have stable enough operating funds that justify the capital expenses (equity between service level and capital requirements)
- ✓ We have community support for the development of some of these capital projects

**CAPITAL IMPROVEMENT PLAN (CIP) PROJECT LIST**  
**FY2014-FY2018, for adoption Sept 2013**

Priority 1 – 3		1= highest		2= medium 3= lowest															
PROJECTS				FY2014				FY2015			FY2016			FY2017			FY2018		
	Priority	Purpose/details	Total Proj \$	Local \$	Fed \$	Funds secure?	Total Proj \$	Local \$	Fed \$	Total Proj \$	Local \$	Fed \$	Total Proj \$	Local \$	Fed \$	Total Proj \$	Local \$	Fed \$	
MAINTAIN KETCH SHOP																			
Interior Upgrades	1	Paint, new carpet, driver room remodel												\$25,000	\$10,000	\$15,000			
Exterior Paint	2	Repaint original building section, can wait until next Fiscal					\$6,000	\$6,000	\$0										
Building security	2	Improve overall building security and access					\$15,000	\$4,000	\$11,000										
Roll-up doors	1	Replace one maintenance bay door Operator					\$7,500	\$7,500	\$0					\$7,500	\$7,500	\$0			
Boiler and Heaters	3	Reduce heating bills with new oil burning boiler, maintenance	\$5,000	\$5,000	\$0	Yes, use cap equip balance													
Vehicle Hoist	1	Maintenance					\$3,500	\$3,500	\$0										
														\$0	\$0	\$0			
NEW FACILITIES																			
Ketchum Fuel Station	2	Save money on fuel					\$100,000	\$50,000	\$0										
Downtown Ketchum transit hub	1	Centralized bus stop with passenger amenities in Ketchum	\$440,000	\$78,000	\$362,000	Yes - existing SoGR and local from KURA													
South Facility-purchase/construct	1	Critical to overall operations	\$970,000	\$194,000	\$776,000	Yes - federal and local are secured													
South Facility-move in costs	1	Upgrades to make usable	\$5,000	\$5,000	\$0	Yes - facilities fund													
PASSENGER SHELTERS & SIGNAGE																			
New shelters	1	Keep increasing passenger amenities					\$10,000	\$2,000	\$8,000					\$10,000	\$2,000	\$8,000	\$10,000	\$2,000	
Repair, replace, upgrade signage	2	Customer information sources					\$10,000	\$2,000	\$8,000					\$6,000	\$6,000	\$0			
ADA improvements	1	Curb ramps & landing pads at stops	\$13,500	\$0	\$13,500	Yes, funds secured-E. Fork				\$15,000	\$4,000	\$11,000							
CAPITAL EQUIPMENT																			
Waste oil furnace for Ketch shop	3	Burn used oil for heat to save money					\$5,000	\$5,000	\$0										
Bus washer systems	2	Integrated wash system for Bellevue site					\$24,000	\$5,000	\$19,000					\$200,000	\$40,000	\$160,000			
Fuel path study	1	Research to figure out best fuel source for buses going forward	\$7,500	\$7,500	\$0	Yes - existing fund balance													
Machinery for shop (South Valley)	2	Additional tools to allow for more involved engine and transmission work	\$5,000	\$0	\$5,000	Yes - existing fund balance	\$10,000	\$10,000	\$0					\$4,000	\$4,000	\$0	\$10,000	\$10,000	
																		\$0	
TECHNOLOGY																			
Stop annunciators	2	Devices that automatically announce stops via GPS and pre-recorded messages								\$65,000	\$13,000	\$52,000							
Electronic fare boxes	3	Fareboxes that would allow for electronic media and cash verification					\$85,000	\$17,000	\$68,000										

**CAPITAL IMPROVEMENT PLAN (CIP) PROJECT LIST  
FY2014-FY2018, for adoption Sept 2013**

PROJECTS	Priority	Purpose/details	FY2014				FY2015			FY2016			FY2017			FY2018		
			Total Proj \$	Local \$	Fed \$	Funds secure?	Total Proj \$	Local \$	Fed \$	Total Proj \$	Local \$	Fed \$	Total Proj \$	Local \$	Fed \$	Total Proj \$	Local \$	Fed \$
Automatic passenger counters	2	Integrated electronic eyes that recognize and track passengers on and off automatically								\$65,000	\$13,000	\$52,000						
Bike share program	1	Build bike program in Hailey and Ketchum	\$8,000	\$0	\$8,000	Yes - EPA grant	\$25,000	\$5,000	\$20,000									
Maintenance management software	2	Software system to manage vehicle maintenance, inspections, work orders and parts	\$25,000	\$5,000	\$20,000	Yes - 2012 SoGR funding												
VEHICLES																		
Vans	1	For vanpool	\$70,310	\$14,062	\$56,248	Federal is not secure	\$35,000	\$25,000	\$10,000	\$35,000	\$25,000	\$10,000	\$65,000	\$15,000	\$50,000	\$65,000	\$15,000	\$50,000
Refurbish existing buses	1	For Town and Valley routes	\$95,000	\$25,000	\$70,000	Federal is not secure	\$100,000	\$20,000	\$80,000	\$100,000	\$40,000	\$60,000				\$50,000	\$10,000	\$40,000
Small Bus (Sprinter)	2	For neighborhood routes								\$180,000	\$30,000	\$150,000				\$90,000	\$15,000	\$75,000
Mid-duty Bus (IC)	2	For Valley and some Town routes					\$220,000	\$44,000	\$176,000	\$220,000	\$44,000	\$176,000						
Large Bus (Gillig)	1	For Town and Valley routes	\$390,000	\$86,000	\$304,000	Yes - 2012 SoGR funding							\$750,000	\$150,000	\$600,000	\$360,000	\$72,000	\$288,000
			Total Proj \$	Local \$	Fed \$		Total Proj \$	Local \$	Fed \$	Total Proj \$	Local \$	Fed \$	Total Proj \$	Local \$	Fed \$	Total Proj \$	Local \$	Fed \$
TOTALS			\$2,034,310	\$419,562	\$1,614,748		\$656,000	\$206,000	\$400,000	\$680,000	\$169,000	\$511,000	\$1,067,500	\$234,500	\$833,000	\$585,000	\$124,000	\$461,000
			K	\$188,803			K	\$92,700		K	\$76,050		K	\$105,525		K	\$55,800	
			SV	\$96,499			SV	\$47,380		SV	\$38,870		SV	\$53,935		SV	\$28,520	
			SVC	\$62,934			SVC	\$30,900		SVC	\$25,350		SVC	\$35,175		SVC	\$18,600	
			H	\$25,174			H	\$12,360		H	\$10,140		H	\$14,070		H	\$7,440	
			BC	\$46,152			BC	\$22,660		BC	\$18,590		BC	\$25,795		BC	\$13,640	
Federal funding is dependent on successful grants and no rescissions ; Local Funding is secure for FY2014 but only estimated beyond FY14																		

# Mountain Rides Agenda Item Summary

Date:

08/29/2013

From:

Susan McBryant

Subject:

5h. Discuss MRTA By-law amendment to define officer's roles

Committee Review:

☒ yes

☐ no

Committee

Planning & Marketing

Purview:

Previously  
discussed at board  
level:

☒ yes

☐ no

Proposed Action:

Discuss

Fiscal Impact:

none

Related Policy or  
Procedural Impact:

MRTA By-laws

Background:

Attached is an amendment to the adopted by-laws that will improve the definition of officer roles. This is a follow-up item that came out of the board retreat in June that discussed board membership and responsibilities.

Both the proposed amendment and the current by-laws are attached. With discussion, the committees can review the board input and put this on the September agenda for adoption of by-law revisions.



# **AMENDED BYLAWS OF THE MOUNTAIN RIDES TRANSPORTATION AUTHORITY**

**SEPTEMBER 23, 2009**

## **ARTICLE ONE: ORGANIZATION**

This organization was originally created by the AGREEMENT FOR THE FORMATION OF THE KETCHUM-SUN VALLEY PUBLIC TRANSIT AUTHORITY ("Authority"), dated June 5, 1989, by and between the cities of Ketchum and Sun Valley, Idaho.

A Joint Powers Agreement dated January 17, 2006 expanded the Authority to include Ketchum, Sun Valley, Hailey, Bellevue, Carey and Blaine County provided that each of these entities elected to execute said Joint Powers Agreement. The Joint Powers Agreement was updated and approved ("Amended Authority Agreement") on October 1, 2007, at which time the name "Ketchum-Sun Valley Public Transit Authority" was replaced by the name "Mountain Rides Transportation Authority" (hereafter reference to "Authority" is to the Mountain Rides Transportation Authority).

## **ARTICLE TWO: PURPOSE**

The purpose of the Authority is to establish, implement, maintain, fund and operate a comprehensive multimodal transportation system by, without limitation, buses, fixed route conveyances (such as light rail and gondolas), special needs transportation (ADA), vans, carpools, bicycles, pedestrian facilities or other appropriate means on scheduled or unscheduled service throughout Blaine County and surrounding communities for the benefit of the residents, workers, and visitors traveling within and to and from Blaine County. In furtherance of that purpose, the Authority shall have the following powers:

(a) As a separate legal entity under state and federal statutes, to apply for, receive and operate under financial assistance from the federal or state government, and from any agency or political subdivision thereof, or from any private sources;

(b) To acquire by purchase, gift, lease, sublease or otherwise, to the extent and in the manner that a city or county operating under the laws of the State of Idaho might do so, real or personal property necessary for the establishment, operation and maintenance of a public transportation system including but not limited to land and easement acquisitions, facilities, employee housing and rolling stock;

(c) To fund operational and maintenance costs of operating a comprehensive multimodal transportation system;

(d) To contract with public or private agencies, companies or entities for the provision of multimodal transportation services or for expansion of a



multimodal transportation system in Blaine County and surrounding communities;

(e) To undertake or contract for studies relating to the multimodal transportation needs of Blaine County and surrounding communities, and the methods by which said needs can best be served; and

(f) To participate in, influence and support regional transportation plans, and economic development and land use proposals as they relate to transportation, as from time to time they may be proposed, adopted and amended.

### **ARTICLE THREE: VISION, MISSION AND GOALS**

The Authority may adopt and update a Vision, Mission, and Goals statement, from time to time, in order to convey a sense of purpose to the Authority's staff, stakeholders, and the public at-large. In general, the Vision, Mission, and Goals statement shall be consistent with Article Two above.

### **ARTICLE FOUR: BOARD OF DIRECTORS AND COMMITTEES**

The Authority shall be managed by a Board of Directors ("Board"). The Board shall consist of the appointed representatives of each participating city, Blaine County and a "Member-at Large" (a routine user of the multimodal transportation services offered by the Authority). The Board shall elect the officers provided for herein every two (2) years. The Board shall meet monthly at a site duly noticed by the Board. The Board shall determine and assure that the qualifications for membership and for voting shall be in accordance with the Amended Authority Agreement.

The term of office for Board members shall be as set forth in the "Amended Authority Agreement" dated October 1, 2007.

The Board Chair (or Vice-Chair in absence of the Chair) may designate a subset of the Board members to constitute a committee to focus on policy for a particular aspect of the Authority's operations (e.g., planning, marketing, finance, etc). Each committee shall have one or more members, who serve at the pleasure of the Board. Members of the community that are not on the Board may serve on a committee, however without voting rights during the regular full Board meetings. The designation of such committees and the delegation to it of authority shall not operate to relieve the Board, or any member of it, or any responsibility imposed by law.

### **ARTICLE FIVE: OFFICERS**

The Officers of the Authority shall be a Chair, Vice-Chair, Treasurer and Secretary. The Chair, Vice-Chair, and Secretary shall be appointed representatives of the participating cities, Blaine County, or the Member-at-Large. The Treasurer shall not be an appointed representative of the participating cities or county but shall be a person, firm, or corporation selected by the Board.

Officers of the Authority shall be chosen by a majority vote of the Board from among the membership of the Board and shall serve for a period of two (2) years commencing at the time of



adopting of these Bylaws. Vacancies in office shall be filled through a majority vote of the Board. Should an officer be unable to attend or incapable of serving at any meeting, the Board may select an acting officer from its membership to preside or to serve during such meeting.

## **ARTICLE SIX: MEMBERSHIP**

The voting membership of the Board shall consist of:

- two (2) representatives appointed by the City of Ketchum,
- two (2) representatives appointed by the City of Sun Valley,
- one (1) representative appointed by the City of Hailey,
- one (1) representative appointed by the City of Bellevue,
- one (1) representative appointed by the County of Blaine,
- one (1) representative appointed by the City of Carey,
- one (1) Member-at-Large appointed by the Board.

It is the intent that the Member-at-Large be a routine user of the multimodal transportation services provided by the Authority. The Board shall consult with and accept advice as to the Member at Large from Friends of Mountain Rides, a 501c3 non-profit corporation.

Any city, or the county, may send additional representatives to any Authority meeting as non-voting ex-officio members.

## **ARTICLE SEVEN: QUORUM AND PROCEDURES**

A quorum for purposes of convening a meeting of the Board, or a majority for transacting business of the Board, for approving contracts, or for authorizing any appropriation or expenditure of or by the Authority or any employee, shall require the affirmative vote of one-half (1/2) plus one (1) of the appointed voting members of the Board. The rules contained in the latest printing of Roberts Rules of Order Revised shall govern the proceedings of the Board in all cases in which they are applicable unless dispensed with by a vote of the Board; provided, the use of Roberts Rules shall be consistent with the manner and method in which meetings are currently conducted so that the conduct of business does not become unreasonably formalistic.

## **ARTICLE EIGHT: MEETINGS**

Regular meetings of the Board shall be held monthly at which time the Board shall transact such business as may come before the Board. Special meetings of the Board may be called by the Chair (or Vice-Chair in absence of the Chair), or by a majority of the members of the board, for the purpose of conducting any lawful business. Notice of meetings shall be governed by Idaho Code Section 67-2343. Meetings shall be held at any of the participating cities or the county offices or other suitable publically available meeting location. Any Board member may participate in any meeting by telephone or other electronic means consistent with Idaho Code Section 67-2342.



## ARTICLE NINE: POWERS AND DUTIES OF OFFICERS

The Chair (or Vice-Chair in absence of the Chair) shall preside at meetings of the Board and may call meetings of the Board as in her/his judgment may be appropriate or necessary. The Chair (or Vice-Chair in absence of the Chair) shall (in conjunction with the Authority's Executive Director) have agendas prepared for meetings of the Board. The Chair (or Vice-Chair in absence of the Chair) shall execute documents on behalf of the Board and sign or cosign checks when authorized to do so. The Chair (or Vice-Chair in absence of the Chair) may appoint committees where and when appropriate or necessary (see ARTICLE FOUR).

The Secretary shall cause minutes of all meetings of the Board to be recorded, and shall cosign checks, when necessary, and execute other documents when directed or authorized to do so by the Board.

The Treasurer shall account for all receipts and disbursements of the Authority and shall review and report on financial statements to the Board at each monthly meeting, or when otherwise requested or directed to do so.

## ARTICLE TEN: BYLAW AMENDMENTS

These bylaws may be amended by the affirmative vote of the majority of the Board at any duly noticed meeting of the Board. No amendment to these bylaws shall be inconsistent with or replace the provisions of the "Amended Authority Agreement" dated October 1, 2007.

## ARTICLE ELEVEN: EFFECTIVE DATE

These bylaws shall take effect from and after the approval and adoption of the Board on this 23<sup>rd</sup> day of SEP, 2009.

for   
Peter Everett, Chair  
MOUNTAIN RIDES TRANSPORTATION AUTHORITY

Attest:

for  EXECUTIVE DIRECTOR  
Secretary

MEMO: By-Laws Amendment/Definition of Officer Duties

PURPOSE: To define scope and limitations of officer duties

The following language is proposed for the purpose of discussion and developing a recommendation for an amendment to the by-laws:

At the end of Article 5 OFFICERS, “.....during such meeting.” Add the following sections:

- A. The Chair shall preside at all regular and special meetings of the Board and shall have the powers generally assigned to such office in conducting the meetings. The Chair shall assist the Executive Director in the setting of meeting agendas. The Chair shall establish a communications protocol which shall ensure that all Board members are kept fully informed of MRTA actions from the Executive Director on a timely basis. The Chair shall perform the above and other actions as necessary from time to time in accordance with adopted board policy.
- B. The Vice Chair shall perform the duties of the Chair if the Chair is unable to perform those duties.
- C. The Secretary shall supervise the keeping of the minutes of the meetings of the Board, review the minutes for distribution for Board review and approval, and in general shall perform all duties typical of the Secretary of an organization and as, from time to time, may be assigned by the Board.
- D. The Treasurer shall serve as a non-voting member of the Finance and Performance Committee, and shall ensure that the policies governing the management and oversight of MRTA day to day finances, charge and custody of funds and securities and deposits of same shall be followed. The Treasurer shall perform all duties generally incident to the office and such other duties as, from time to time, may be assigned by the Executive Director.

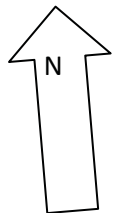
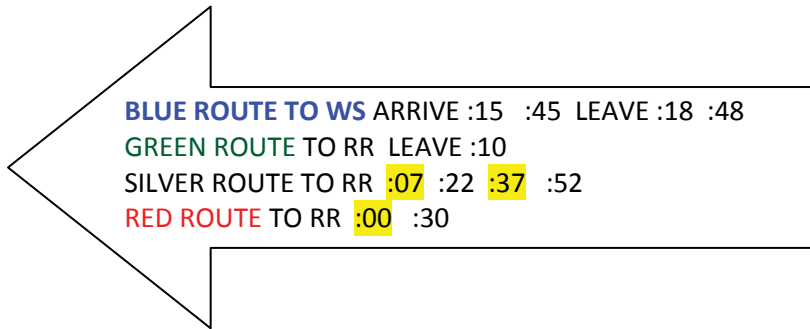


# Mountain Rides Agenda Item Summary

<u>Date:</u>	<div>08/29/2013</div>		
<u>From:</u>	<div>Jason Miller and Jim Finch</div>		
<u>Subject:</u>	<div>5i. Discuss draft service concepts for FY2014 transit service plan</div>		
<u>Committee Review:</u>	<input type="radio"/> yes	<u>Committee</u>	<div>Planning &amp; Marketing</div>
	<input checked="" type="radio"/> no	<u>Purview:</u>	
<u>Previously discussed at board level:</u>	<input type="radio"/> yes	<input checked="" type="radio"/> no	
<u>Proposed Action:</u>	<div>Discuss</div>		
<u>Fiscal Impact:</u>	<div>None.</div>		
<u>Related Policy or Procedural Impact:</u>	<div>FY2014 Service Plan (to be adopted in October)</div>		
<u>Background:</u>	<div><p>The Planning and Marketing Committee recommended that the board start discussing the core service concepts for FY2014, in order to move the process ahead and not be as rushed with service planning.</p><p>In the past, we have always waited to do service planning until MRTA had received final budget numbers from funding partners and until MRTA had adopted its own budget. By moving this up into August, the committee is hopeful we can be better prepared to put a service plan into action.</p><p>Attached are two documents -</p><ol style="list-style-type: none"><li>1. FY2014 Draft Service Concepts - this is a route by route description of route or timing changes for consideration. This doesn't define service levels (how many service hours per route), instead it just describes route adjustments to the timing or routing of the given route.</li><li>2. Downtown Ketchum Service Plan - this shows how we will begin to use the existing stops at the Perch and Visitor Center as a "hub" even though construction won't begin on the hub until spring of next year. This will give us a chance to continue to better coordinate routes ahead of hub completion.</li></ol></div>		

# DOWNTOWN KETCHUM “HUB” SERVICE PLAN - WINTER PEAK SEASON

## VISITORS CENTER



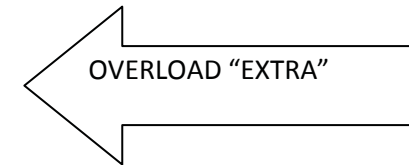
## Example:

### Transfers WS/River Run

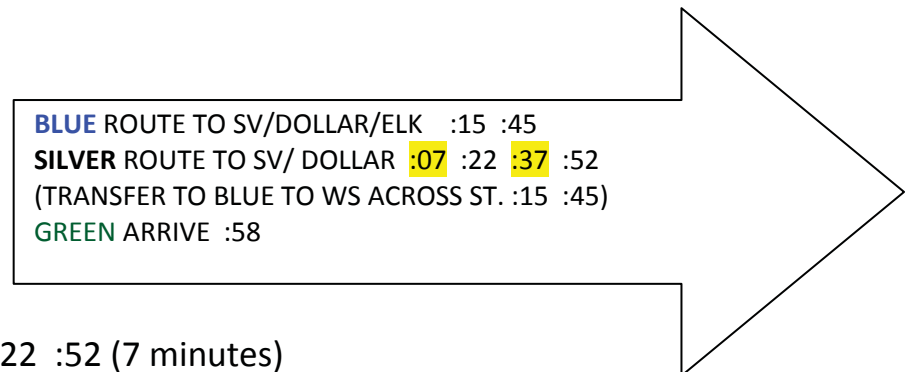
From WS off Blue @ :15 :45 **cross SV Rd** to Silver 2 to RR :22 :52 (7 minutes)

From RR to WS off Silver 1 @ :07 :37 to **cross SV Rd** to Blue :18 :48 (11 minutes) (note: for safety concerns we are encouraging minimal transfers on Main St & SV Rd)

## BARRY PETERSON



## ELEPHANT’S PERCH



## **Service Plan Concepts for FY2014**

Below is a summary of service ideas for FY2014 that can be used as the basis for the development of the full service plan.

### Major concepts:

- Keep current route structure for Hailey Route – adjust service level as needed
- Re-establish route service to Saddle Rd and Bellevue on Valley Route
- Operate peak winter service routes and timing as was operated this past year
- Where cuts are needed, apply these to slack season, where ridership is lower
- For Silver, Blue, Bronze town routes maintain current route structure and schedules
- Given additional JARC funding and strong funding from Ketchum and Blaine County, return Valley Route to same schedule as winter 2012-13
- Look at options for different ways to operate Red and Green Routes that may allow for more efficient operations and better interaction with downtown Ketchum hub

### Route or schedule changes potentials:

- Look at more Valley Route service in early morning, late afternoon, or weekend
- Look at Valley Express Route potential between downtown Hailey and downtown Ketchum hub
- Look at community demand response needs in the community for senior and disabled transportation and figure out MRTA fits in these service needs
- Look at how it might be possible to better coordinate or combine Red and Green somehow
- Have some flexible solution for service in and out of the Meadows area
- Consider impacts of prolonged construction into spring of 2013

### Public process

1. Detailed discussions at early September committee meetings
2. Public workshop in mid-September (possibly include on the bus Scout your Route?)
3. More discussion at September board meeting
4. Refinement at October committee meeting
5. Adopt at October board meeting
6. Implement right after October board meeting.



## Minutes

**Planning and Marketing Committee, Wednesday, 8/14/13, 1:00pm**

**Webb Conference Room Annex, 191 8<sup>th</sup> Street, Suite D, Ketchum, ID 83340**

**Meeting start:** 1:00 pm

**In attendance:** Steve Wolper, Nils Ribi, Peter Everett, Wendy Crosby, Rod Domke, Kim MacPherson, Jason Miller, Jim Finch

- 1) Update on Glenbrook property including appraisal, construction, and DBE policy  
The committee wants to focus on a plan moving forward. This will go to the regular board meeting to get direction from the BOD.
- 2) Discussion of possible approaches to acquiring land in Bellevue  
The committee felt that Mountain Rides should come forth with a proposal for the county. This will go to the regular board meeting to get direction from the BOD.
- 3) Review MRTA governance document draft
- 4) Discuss updates to MRTA by-laws
- 5) Review current planning status of downtown Ketchum transportation center project  
Jason has met with Lisa Horowitz from the City of Ketchum and will bring more information to the September regular board meeting.
- 6) Discuss FY2014 marketing budget  
The committee suggested more money to go into updating bus stop signage. More work to do on raising awareness of Mountain Rides.
- 7) Other items to come before the committee  
We need to check the building code before work begins on updating the heating system in the Mountain Rides offices.

Meeting adjourned: 2:50pm



## Minutes

### Finance and Performance Committee 8/14/13 3:00 pm

#### Webb Conference Room Annex, 191 8<sup>th</sup> Street, Suite D, Ketchum, ID 83340

Present: Mark Gilbert, Michael David, Susan McBryant, Peter Everett, Jason Miller, Wendy Crosby, Rod Domke

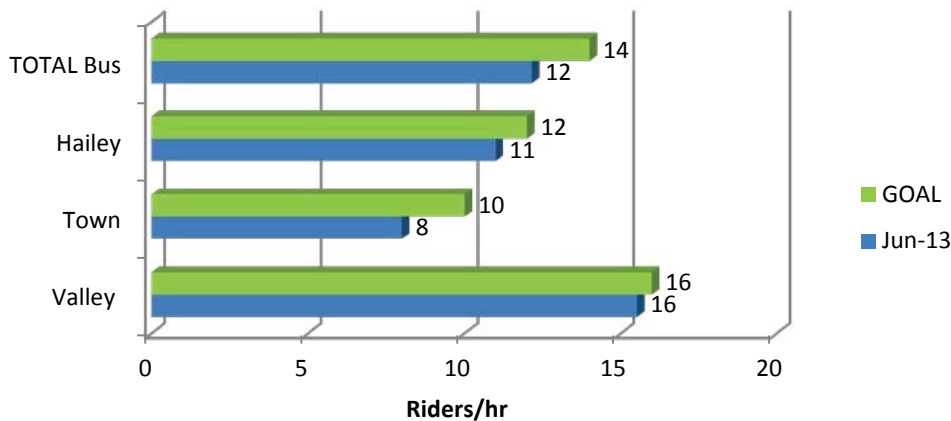
- 1) Reviewed June financials and performance. Committee members questioned the Atkinson's Market charges and inquired about the "Internal/Other" account in the Marketing category. Discussion ensued about internal and external marketing, and whether these charges should be moved into a new account. It was decided that the account would be better described as Internal Marketing/Events.
- 2) Reviewed final draft of FY2014 Budget including all funds. Mark questioned the need to transfer funds into the Contingency Fund and then out to Facilities in lieu of transferring to Facilities directly. It was decided that the transfer to Contingency was an annual transaction and that it should continue to be made in this manner because some years there would be no transfer to capital funds and that it better reflects the build-up of funds in Contingency and the use of Contingency funds for specific capital projects. Wendy will inquire of the outside auditor to ensure this transfer is appropriate.
- 3) Update on south valley facility costs. Costs to build a SV facility were updated in Feb 2013 and the increase from original bid was minimal. Total building costs are estimated to be between \$750,000 and \$850,000, inclusive of design and site work. Both F & P Committee and the M & P Committee reviewed the south valley options and determined the next step is to approach the county with a request for the Bellevue lots. Approval to approach the County will go before the full Board at the August meeting.
- 4) Discussed the governance committee draft document. The reason for the proposal was to ensure contracts and other operational documents received board committee review before they are presented to the board for approval. It was decided that a governance committee was not necessary but rather, these documents would come before the appropriate existing committee and if there was no appropriate committee, one would be designated at the time by the Chair, to review and approve operational documents before they go to the full Board. MRTA would also begin use of a Master Calendar in order to for the Board to be aware of upcoming contracts.
- 5) Updates to MRTA by-laws were proposed and these changes will come before the Board at the August meeting.
- 6) Reviewed Capital Improvement Plan and strategy for vehicle replacement. Refurbishment rather than replacement of existing vehicles will be the strategy going forward.
- 7) Discussed upcoming RFPs which include legal services, transit hub, fuel, drug testing services and bus advertising

Meeting adjourned 5:05PM.



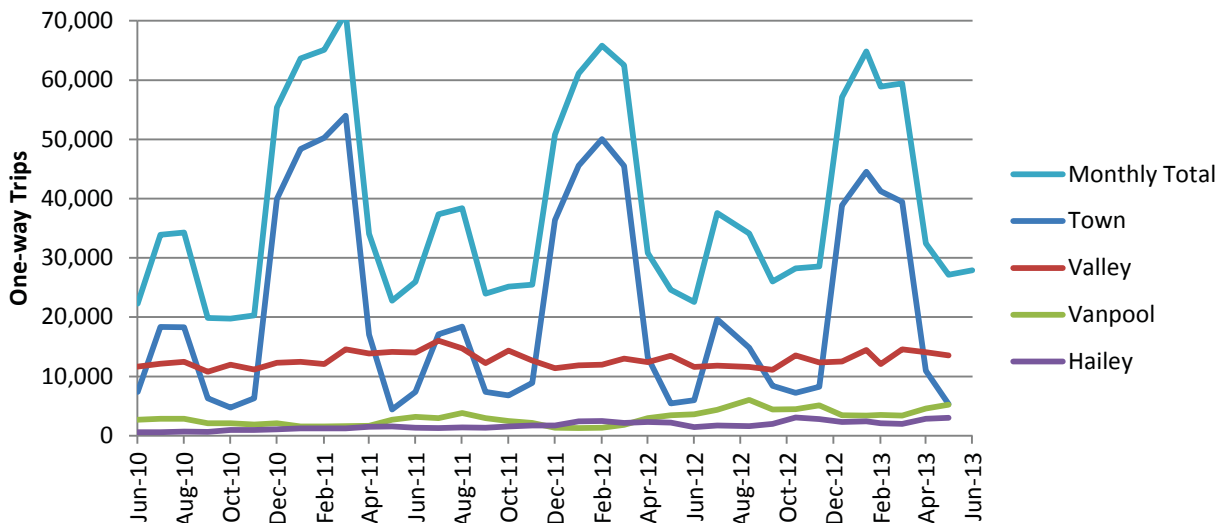
## PERFORMANCE DASHBOARD - RIDERSHIP, JUNE 2013

Ridership per hour

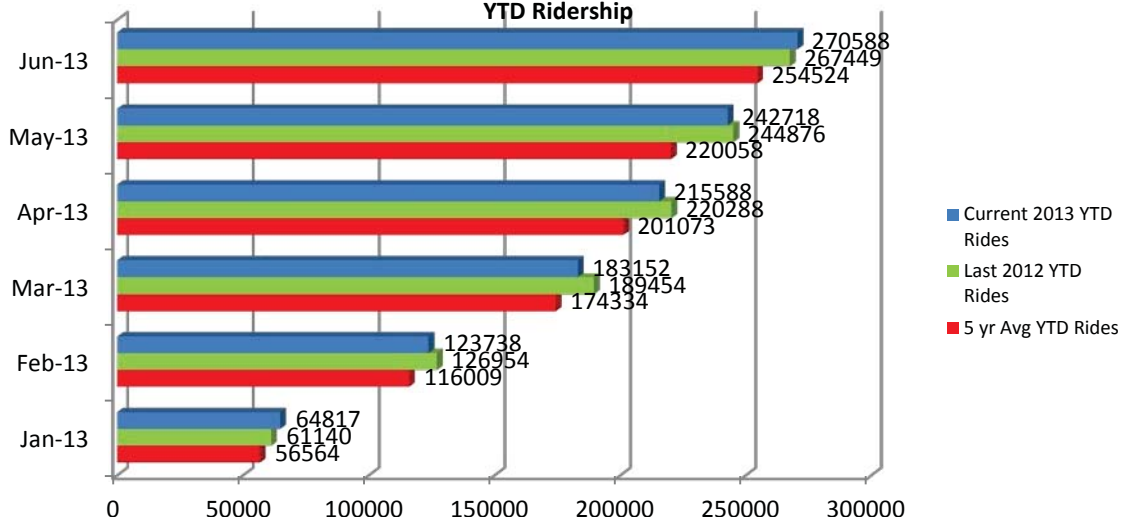


Definition: One way rides for the month divided by the number of bus revenue service hours for the month (aka productivity) - being higher than goal is good. 15 is reasonable goal for a resort-rural fixed route system.

Ridership by month - previous 3 years



YTD Ridership



Definition: Cumulative ridership YTD for each month as we progress thru the calendar year, compared with one year ago and the 5 yr avg for YTD rides thru the stated month.

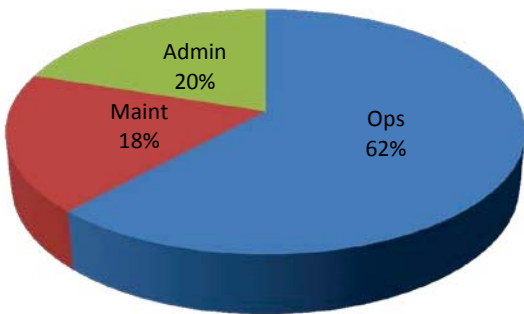
## PERFORMANCE DASHBOARD - FINANCIAL, JUNE 2013

Costs per hour

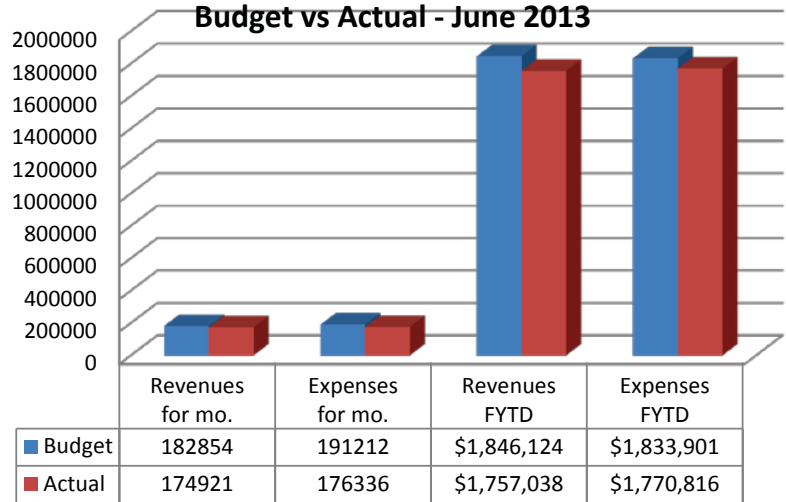


**Definition:** Monthly costs divided by the number of bus revenue service hours operated for the month. Being lower than goal is good. Monthly numbers are compared to 3 month average in order to give a longer time period for reference (monthly fluctuations can be great).

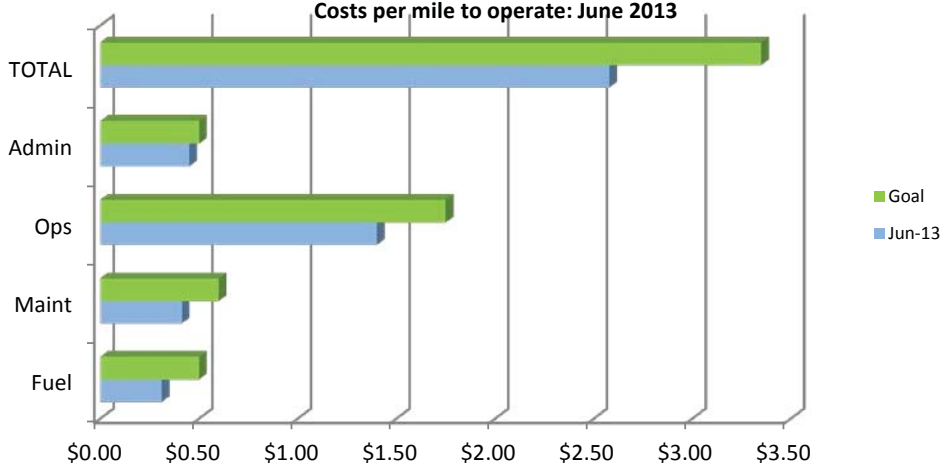
Costs by Department, June 2013 (total costs = \$176,335)



Budget vs Actual - June 2013



Costs per mile to operate: June 2013



**Definition:** Costs for services are taken in total for the month and then divided by the mileage operated for the month. Costs are also calculated for each department to show the contribution to costs per mile. Being less than the goal is good in this case. The goal is established based on historical averages and what is reasonable on a statewide basis for a rural fixed route system.

## PERFORMANCE DASHBOARD - SAFETY, JUNE 2013



Definition: This is the rate at which these safety related items are happening at a rate that is consistent with industry - being lower than goal is good

Safety	Apr-13	May-13	Jun-13
<i>Incidents</i>	0	1	1
<i>Accidents</i>	0	0	1
<i>Road Calls</i>	2	2	0

Incident is defined as an event that involved a minor collision, injury or altercation that may have caused physical damage or injury. Accident is defined as an event that caused disabling damage to one or more vehicles OR required medical attention away from the scene to one or more affected individuals. Road Call is defined as a disabled vehicle that could not make it to the shop on its own power and required mechanical attention in the field.

**MAINTENANCE DAYS WITHOUT  
A LOSS TIME ACCIDENT OR  
INJURY: 768**

# Mountain Rides Staff Report

Date: 08/29/2013

Staff Member: Jim Finch

Department: Operations

Department  
Highlights from the  
Previous Month:

Summer Schedule effective June 15 thru September 8, 2013.  
Overall ridership continues to increase. July reports 42,489 total passenger trips resulted in a 13% gain over July 2012 for all services. Dashboard reflects June numbers which show a 19% increase over 2012.  
Vanpool +40% (14 vans operating! 8 vans in 2012)  
Town routes -3% Hailey Route +62%  
Valley Route +37% 16,182 ALL TIME RECORD MONTHLY PASSENGER TRIPS  
We have recovered from last year's significant ridership losses attributed to the Woodside Project.  
This year's Charter service is down considerably due to no service provided for The Road Rally or for the Community Library Tour of Homes.

Progress on  
projects/initiatives:

ToughPads operating and showing good system-wide acceptability. We will have improved reporting capability in the coming months.

Safety: NO Accidents or Incidents.

Challenges/  
Opportunities:

Highway 75 project creating 15 to 20 min delays in the morning commute and sometimes up to 40 minute delays in the late afternoon commute. The mid-day service adjustments provide excellent recovery for the Valley operations. The traffic congestion and routing problems at St. Luke's intersection will deteriorate in the coming weeks as the roadway is shifted.

Opportunity: promote staying in Ketchum/Sun Valley for dinner (generate LOT\$) and ride the later buses home without any delays!

# Mountain Rides Staff Report

Date:

08/29/2013

Staff Member:

Rod Domke

Department:

Maintenance

Department  
Highlights from the  
Previous Month:

768 days with no loss of time due to accidents/incidents.

Progress on  
projects/initiatives:

Thanks to Wendy's hard work, the East Fork shelter project is almost complete. Completion expected by the end of the week.  
The Elkhorn shelters have all been re-stained. The city of Sun Valley purchased the stain & we provided the labor.  
Our new 35 foot Gillig is in production, proposed delivery date is set for mid February.  
Bus #5 has been repaired and is back on route.  
Bus #27 has returned from extensive warranty work at Rush truck & is back on route.  
Mike Harder begins working for maintenance this week in a part time status. He will be a great addition to the maintenance staff.

Challenges/  
Opportunities:

Our vehicles are aging rapidly. Since there is a shortfall in funding, capital purchases in the near future is out of the question. We are in hope that we can start refurbishing our current fleet in our next fiscal year.  
The IC buses continue to be frustrating. Bus #24 has engine issues and must be taken to Rush Truck in Twin Falls for warranty repairs.  
Bus #26 is at Rush Truck for warranty work as well. We should have it back this week.

# Mountain Rides Staff Report

Date:

08/29/2013

Staff Member:

Kim MacPherson

Department:

Marketing Outreach

Department  
Highlights from the  
Previous Month:

The Sun Valley Story Tour has been well attended every Friday.

Bus pass sales are up 2% year to date. Vendors are showing increased sales of bus passes over last year.

Progress on  
projects/initiatives:

The summer customer satisfaction survey has commenced.

Challenges/  
Opportunities:

Upcoming outreach:  
Blaine County School District staff vendor fair on August 29.  
St. Luke's Community Health Fair in September.



# Mountain Rides Staff Report

Date:

08/29/2013

Staff Member:

Wendy Crosby

Department:

Business-Finance

Department  
Highlights from the  
Previous Month:

We received approval for FY2013 5311 and 5316 money in June, have completed all back-logged reimbursement requests (April, May and June) and have received approval for payment but have not yet received the funds. This has created cash flow difficulties but it will hopefully be resolved soon. We did see some funds trickle in last week, but have approx. \$50K in outstanding receivables.

Progress on  
projects/initiatives:

East Fork project was started and finished in July. No glitches, the costs came in right on budget. The shelter looks good and we have received lots of compliments. There are still some punch list items outstanding and these will be taken care of in the next week or so.

Work on the DBE plan will be my next project and I will begin when I return from vacation in September.

Challenges/  
Opportunities:

Cash flow. Timely payment by funding partners would have eased this situation but this did not occur.

# Mountain Rides Staff Report

Date:

08/29/2013

Staff Member:

Jason Miller

Department:

Executive Director

Department  
Highlights from the  
Previous Month:

The last few weeks have been challenging with fire response, budget refinement and final funding adjustments, district transportation meetings and a week of vacation in there for me. Through it all, the team at Mountain Rides has done a tremendous job responding to all the challenges and keeping us running smoothly. Preliminary ridership numbers for July (you have the June numbers in this packet), show strong 13.2% growth year over year.

Progress on  
projects/initiatives:

- East Fork is complete! Thanks to Wendy for all her hard work leading this project and making it happen.
- The Ketchum Transit Hub is moving along nicely with the Ketchum Urban Renewal Agency recently deciding to give the project \$100,000, as opposed to the \$50,000 we had originally requested, because they believe in the project and want to see it be the best it can be. Next step is finalizing the design and engineering RFP.
- The south facility is on the agenda this month - I look forward to seeing this project refocus and head towards some real progress.

Challenges/  
Opportunities:

Funding challenges remain, especially with some of the threats to the way that federal funding is allocated in the state of Idaho. The brighter side is that local funding came together well this year, with no local funding partner reducing funding and many deciding to increase funding.

We are also challenged to meet ridership demands, especially on Valley Route, when we have been cutting service.

As for opportunities, we are currently working on a set of applications for the Idaho Community Choices program that could help fund additional bus infrastructure and bike-ped initiatives in our community.

# Mountain Rides Agenda Item Summary

Date:

From:

Subject:

Committee Review: ☐ yes ☒ no Committee Purview:

Previously discussed at board level: ☒ yes ☐ no

Proposed Action:

Fiscal Impact:

Related Policy or Procedural Impact:

Background:



**REGULAR MEETING  
MOUNTAIN RIDES TRANSPORTATION AUTHORITY  
Wednesday, July 17, 2013, 12:00 p.m.  
Ketchum City Hall Meeting Room, Ketchum, Idaho**

Board Members of the Mountain Rides Transportation Authority of the Cities of Bellevue, Hailey, Ketchum and Sun Valley, and Blaine County, State of Idaho, met in a Regular Meeting in the Ketchum City Hall Meeting Room, Ketchum, Idaho.

**PRESENT:** Chairman Susan McBryant, Vice-Chairman Mark Gilbert, Secretary Steve Wolper, Board Members Michael David, Peter Everett, Sarah Michael, Joe Miczulski, and Nils Ribi.

**ABSENT:** none

**ALSO** Mountain Rides Executive Director Jason Miller

**PRESENT:** Mountain Rides Business Manager/Treasurer Wendy Crosby  
Mountain Rides Operations Manager Jim Finch  
Administrative Support Coordinator Kim MacPherson

**1. CALL TO ORDER**

Chairman Susan McBryant called to order the meeting of Wednesday, July 17, 2013 at 12:00 p.m.

Chair McBryant requested an amendment to the agenda.

**Michael David moved to amend the agenda to add an Executive Session to discuss evaluation, discipline or dismissal of a public officer, employee, staff member or individual agent pursuant to Idaho Code 67-2345 1 (b). The motion was seconded by Steve Wolper, and passed unanimously.**

**2. COMMENTS FROM THE CHAIR AND BOARD MEMBER THOUGHTS**

Comments included timing and changes of bus schedules, delays and resulting inconveniences. Reasons for changes and delays were discussed as were ridership numbers and operational funds. Further discussion included a Seattle Times article in which a Ford Company spokeswoman addressed population growth as it relates to future gridlock. She noted that Ford is no longer saying they'll sell as many cars as possible. Ford is now advocating multi-use vehicles to address future problems. It was noted that this fits in very well with Mountain Rides' mandate and mission statement. Sarah Michael advised she just accepted a job as the mobility manager for Region 4, therefore this will be her last Mountain Rides Board Meeting. She also advised she has ideas for possible candidates for her replacement.

**3. PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA (INCLUDING QUESTIONS FROM THE PRESS)**

Chair McBryant opened the meeting to public comment. None was offered.

#### 4. ACTION ITEMS AND DISCUSSION ITEMS

##### a. Action item: (p.2-4)

Revised FY2013 Facilities and Contingency Budgets

Jason Miller addressed item noting a key point was whether to move forward on the south valley facility. Taking that facility out of consideration has had the biggest impact on the facilities fund and a related impact on the contingency fund. He further reviewed other funding impacts. Discussion included appropriate contingency fund levels, responsiveness to opportunities, volatility of funding, the importance of good capital planning, comparisons of similar funds for other organizations and entities, possible metric for structuring fund parameters, fuel prices, fleet age, and definition of the contingency fund. It was recommended to approve the FY2013 Facilities and Contingency Budgets with the understanding that the matter should be referred back to the finance committee for additional evaluation. **So moved by Sarah Michael and seconded by Joe Miczulski.** Discussion included concerns about route cuts and how that affected the operating fund level. **In a call for the question by Chair McBryant, all votes were in favor and the motion carried unanimously.**

##### b. Action item: (p.5-6)

Memorandum of Understanding (MOU) for Jason Miller's employment

Chair McBryant noted the highlights of the hiring process and the understanding between the parties. **Motion to approve the MOU, authorize the Chair to sign, and to make the MOU a part of Mr. Miller's employment file was made by Michael David and seconded by Mark Gilbert.** Discussion included placement of language addressing JM's participation and MRTA's funding of management courses. Agreement was reached to place those two points in proximity to each other in the MOU. **The motion carried unanimously.**

##### c. Action item: (p.7-9)

MRTA Board of Directors job description and responsibilities.

Chair McBryant provided an overview, noting that Sarah Michael crafted much of the document. Jason Miller then added that the result included comments and edits from the retreat and marketing committee meetings. Discussion included suggested changes to the second bullet under the 'Purpose' heading, and language changes, purposes of elected appointees versus appointed individuals, edit and/or changes under 'Board Obligations,' how the mission statement relates to the powers included within the Joint Powers Agreement and appropriate language, roles of the officers and JPA partners, board member responsibilities, nuances of language regarding representatives, duties of care and loyalty, and additional activities including events. Mark Gilbert reviewed the language changes suggested by the board. **Peter Everett moved to approve this document with the changes just read by Mark Gilbert. Nils Ribi seconded, and the motion carried unanimously.**

##### d. Action item: (p.10-15)

Approve funding for regional bike & pedestrian master plan

Jason Miller provided overview and background of the master plan. He went on to explain details of funding and future goals. Discussion included sources of funding, available matching funds, grant programs, any guarantees of funding. Concerns included conditions of the RFP and

possible liabilities. Peter Everett moved to approve expending \$1,250 from FY2013 under 62450 External Marketing and Planning Support to the bicycle plan efforts. Mark Gilbert amended the motion with Mr. Everett's consent to note that MRTA's contribution be contingent upon the other founding partners contributing the amounts represented to be contributed by them as set forth in the staff memorandum. Seconded by Mark Gilbert. The motion carried unanimously.

**e. Discussion item: (p.16-26)**

Results of Winter 2013 customer satisfaction survey

Jason Miller provided the background of the survey and the information it gathered. An important goal is to establish an historical baseline and trends. This survey concluded the fourth in a five-year planned effort. Mr. Miller advised the results were very positive overall. Discussion included ways in which approval ratings may be raised as regards the bike/ski/snowboard carrying capabilities. Color graphics included in survey results were obtained by Survey Monkey and seemed to have some inconsistencies. Discussion continued on analyzing the data obtained and ways in which the survey might be changed to gather more accurate data. Consensus was reached that an executive summary would be useful in the future.

**5. COMMITTEE REPORTS**

**a. Planning and Marketing Committee report from Chair Steve Wolper**

**i. Committee members approve minutes for July (p.27)**

Chair McBryant called for the question of approving the minutes. All committee members voted in favor of approval.

**b. Finance and Performance Committee report from Chair Mark Gilbert**

**i. Committee members approve minutes for July, June minutes attached for FYI only (p.28-29)**

Sarah Michael asked for clarification on donations of sick time across varying pay scales. After the committee members explained the calculation methods, Chair McBryant called for the question of approving the minutes. All committee members voted in favor of approval.

**6. STAFF REPORTS**

**a. New dashboard performance reports (p.30-35)**

Jason Miller provided background and summary of current data. Discussion included clarification of language and data, including how the costs of certain items are determined. Sarah Michael requested a dashboard showing funding sources.

**b. Operations report (p.36)**

Discussion included staffing challenges and the impact of the construction on Highway 75. Ways in which the budget process affects the hiring process were also addressed. Mark Gilbert suggested caution in describing accidents and/or injuries in accident reports so as to be clear, but not to jeopardize MRTA's position.

**c. Maintenance report (p.37)**

No additions or comments were made.

**d. Marketing and Outreach report (p.38)**



No additions or comments were made.

**e. Business Manager report (p.39)**

No additions were made, however there was discussion on the ADA curb ramp grant. At the time of writing the report, MRTA had hoped to be able to include the ramps as a change order under the existing contract with Lloyd Construction. Since then the East Fork project has moved along very quickly and will be complete before formal approval of the grant is received. This will result in a new bid for that portion of the project.

**f. Executive Director report (p.40)**

No additions or comments were made.

**7. CONSENT CALENDAR ITEMS**

**a. Approve minutes (p.41-48)**

Michael David moved to approve the minutes of the May 15 regular board meeting, May 23 & June 21 special meetings, and May 27 board retreat. Steve Wolper seconded, and the motion carried unanimously.

**b. Receive & File financials**

Move to accept, Michael David moved, Mark Gilbert second.

**Chair McBryant opened the meeting to public comment.** Michael David, Exec Dir of BC Community Drug Coalition, thanked staff for working with MASSV to arrange safe transportation after the concert.

**8. EXECUTIVE SESSION**

Sarah Michael moved to go into executive session pursuant to Idaho Statute 67-2345(1)(c)(to discuss acquisition of real estate), 67-2345(1)(f)(to discuss pending litigation), and 67-2345(1)(b)(to discuss **public officer, employee, staff member or individual agent** evaluation, discipline or dismissal). The motion was seconded by Peter Everett **Roll call vote: Chairman Susan McBryant, yes; Board Members, Mark Gilbert, yes; Steve Wolper, yes; Michael David, yes; Peter Everett, yes; Sarah Michael, yes; Joe Miczulski, yes; and Nils Ribí, yes. The motion passed unanimously.**

**9. ADJOURNMENT**

**With no other business to come before the Board, Peter Everett moved to adjourn the meeting at 2:52 p.m., seconded by Nils Ribí. Motion passed unanimously.**

---

Chairman Susan McBryant

# Mountain Rides Agenda Item Summary

Date:

08/29/2013

From:

Wendy Crosby

Subject:

Receive and file June 2013 financials

Background:

Revenues are lower than budget due largely to reduced 5311 reimbursement. This will get back on track over the funding cycle.

We are continuing to use JARC (5316) and New Freedom (5317) funds to the maximum allowable as these funds expire March 2014.

- Payroll continues to run slightly over budget as it has all year. For the month, the June expense is below budget due to use of the retirement forfeiture funds. Medical expenses reflect the increase in premium which took effect in June (paid in advance).

- MRTA staff is maintaining tight control of expenses. Total expenses YTD are running at just under 97% of budget. For the month, some categories are running over budget, specifically Marketing and Advertising. This is due to timing of expenses; most Advertising expenses have been made for this fiscal year (the Bus Advertising Contract expense will continue to run over budget because it is based on Bus Advertising revenue which is substantially greater than budget). Marketing expenses are over budget for the month largely due to promotional items which are reimbursed from State Safe Routes funds.

June 2013 Bills Paid Large, unusual items of note:

- Quarterly retirement plan contribution check was issued for \$17,306.83
- Quarterly insurance premium check was issued for \$20,398.00

3:06 PM

08/09/13

Accrual Basis

# MRTA - Capital Equipment Fund Revenue & Expenditures Budget Performance

October 2012 through June 2013

	Oct '12 - Jun 13	Budget	% of Budget	Oct '12 - Jun 13	YTD Budget	% of Budget	Annual Budget
<b>Income</b>							
41000 - Federal Funding							
41100 - Federal - 5309							
41104 - Federal - State of Good Repair	0.00	20,000.00	0.0%	0.00	20,000.00	0.0%	20,000.00
Total 41100 - Federal - 5309	0.00	20,000.00	0.0%	0.00	20,000.00	0.0%	20,000.00
41200 - Federal - 5311	757.00			757.00			
Total 41000 - Federal Funding	757.00	20,000.00	3.8%	757.00	20,000.00	3.8%	20,000.00
42000 - State Funding							
42300 - State - Rideshare Vans	0.00	6,000.00	0.0%	0.00	6,000.00	0.0%	6,000.00
Total 42000 - State Funding	0.00	6,000.00	0.0%	0.00	6,000.00	0.0%	6,000.00
43000 - Local Funding							
43100 - Local - Ketchum	24,268.50	24,268.50	100.0%	24,268.50	24,268.50	100.0%	32,358.00
43200 - Local - Hailey	4,478.44	4,506.00	99.4%	4,478.44	4,506.00	99.4%	15,008.00
43300 - Local - Bellevue	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
43400 - Local - Blaine County	5,706.00	5,706.00	100.0%	5,706.00	5,706.00	100.0%	7,608.00
43500 - Local - Sun Valley	34,660.51	34,660.52	100.0%	34,660.51	34,660.52	100.0%	46,214.00
43600 - Local - Sun Valley Company	10,731.00	10,731.00	100.0%	10,731.00	10,731.00	100.0%	10,731.00
Total 43000 - Local Funding	79,844.45	79,872.02	100.0%	79,844.45	79,872.02	100.0%	111,919.00
44000 - Fares							
44300 - Fares - Vanpool	37,044.00	35,000.00	105.8%	37,044.00	35,000.00	105.8%	35,000.00
Total 44000 - Fares	37,044.00	35,000.00	105.8%	37,044.00	35,000.00	105.8%	35,000.00
49000 - Interest Earned	166.07	189.00	87.9%	166.07	189.00	87.9%	250.00
49900 - Misc. Income	2,700.00	2,700.00	100.0%	2,700.00	2,700.00	100.0%	2,700.00
<b>Total Income</b>	<b>120,511.52</b>	<b>143,761.02</b>	<b>83.8%</b>	<b>120,511.52</b>	<b>143,761.02</b>	<b>83.8%</b>	<b>175,869.00</b>
<b>Expense</b>							
54000 - Equipment/Tool Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	10,000.00
68000 - Capital Expenses							
68100 - Expenditures for Vans	59,515.00	60,000.00	99.2%	59,515.00	60,000.00	99.2%	60,000.00
68400 - Expenditures for Bike Programs	2,892.24	1,500.00	192.8%	2,892.24	1,500.00	192.8%	11,000.00
68500 - Technology	0.00	25,000.00	0.0%	0.00	25,000.00	0.0%	25,000.00
68600 - Planning/Design	0.00	7,500.00	0.0%	0.00	7,500.00	0.0%	7,500.00
Total 68000 - Capital Expenses	62,407.24	94,000.00	66.4%	62,407.24	94,000.00	66.4%	103,500.00
<b>Total Expense</b>	<b>62,407.24</b>	<b>94,000.00</b>	<b>66.4%</b>	<b>62,407.24</b>	<b>94,000.00</b>	<b>66.4%</b>	<b>113,500.00</b>
<b>Net Income</b>	<b>58,104.28</b>	<b>49,761.02</b>	<b>116.8%</b>	<b>58,104.28</b>	<b>49,761.02</b>	<b>116.8%</b>	<b>62,369.00</b>

3:13 PM

08/09/13

Accrual Basis

**MRTA - Contingency Fund**  
**Revenue & Expenditures Budget Performance**  
 October 2012 through June 2013

	Oct '12 - Jun 13	Budget	% of Budget	Oct '12 - Jun 13	YTD Budget	% of Budget	Annual Budget
<b>Income</b>							
<b>48000 · Transfers</b>	39,999.99	39,999.99	100.0%	39,999.99	39,999.99	100.0%	60,000.00
<b>49000 · Interest Earned</b>	277.88	38.00	731.3%	277.88	38.00	731.3%	50.00
<b>Total Income</b>	40,277.87	40,037.99	100.6%	40,277.87	40,037.99	100.6%	60,050.00
<b>Expense</b>	0.00			0.00			
<b>Net Income</b>	<b>40,277.87</b>	<b>40,037.99</b>	<b>100.6%</b>	<b>40,277.87</b>	<b>40,037.99</b>	<b>100.6%</b>	<b>60,050.00</b>

4:06 PM

08/13/13

Accrual Basis

**MRTA - Facilities Fund**  
**Revenue & Expenditures Budget Performance**  
**October 2012 through June 2013**

	Oct '12 - Jun 13	Budget	% of Budget	Oct '12 - Jun 13	YTD Budget	% of Budget	Annual Budget
<b>Income</b>							
41000 · Federal Funding							
41100 · Federal - 5309							
41105 · Federal- Stimulus- Shelters	0.00	0.00	0.0%	0.00	0.00	0.0%	9,641.00
41106 · Federal- SV Facility-purchase	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
41106.5 · Federal- SV Facility-construct	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
41107 · Federal - Bus Liv- Transit Hub	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
41108 · Federal- Bus Liv - East Fork	0.00	0.00	0.0%	0.00	0.00	0.0%	28,000.00
Total 41100 · Federal - 5309	0.00	0.00	0.0%	0.00	0.00	0.0%	37,641.00
Total 41000 · Federal Funding	0.00	0.00	0.0%	0.00	0.00	0.0%	37,641.00
43000 · Local Funding							
43100 · Local - Ketchum	33,512.94	33,512.96	100.0%	33,512.94	33,512.96	100.0%	44,684.00
43200 · Local - Hailey	4,151.25	4,151.25	100.0%	4,151.25	4,151.25	100.0%	5,535.00
43300 · Local - Bellevue	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
43400 · Local - Blaine County	7,880.22	7,880.22	100.0%	7,880.22	7,880.22	100.0%	10,507.00
43500 · Local - Sun Valley	17,585.28	17,585.28	100.0%	17,585.28	17,585.28	100.0%	23,447.00
43600 · Local - Sun Valley Co.	14,819.00	14,819.00	100.0%	14,819.00	14,819.00	100.0%	14,819.00
43700 · Local- Other Ketchum URA	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 43000 · Local Funding	77,948.69	77,948.71	100.0%	77,948.69	77,948.71	100.0%	98,992.00
49000 · Interest Earned	49.83	75.01	66.4%	49.83	75.01	66.4%	100.00
Total Income	77,998.52	78,023.72	100.0%	77,998.52	78,023.72	100.0%	136,733.00
<b>Expense</b>							
61000 · Advertising	334.32			334.32			
66000 · Construction/Acquisition							
66100 · Materials & Labor							
66105 · East Fork pathways, sidewalks	0.00	0.00	0.0%	0.00	0.00	0.0%	35,000.00
66110 · East Fork Shelters	0.00	0.00	0.0%	0.00	0.00	0.0%	13,000.00
66115 · Materials & Labor- Ketchum Hub	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 66100 · Materials & Labor	0.00	0.00	0.0%	0.00	0.00	0.0%	48,000.00
66300 · Design/Planning							
66310 · Ketchum Transit Plaza	2,524.45	0.00	100.0%	2,524.45	0.00	100.0%	0.00
66320 · South Valley facility	457.07	0.00	100.0%	457.07	0.00	100.0%	0.00
66330 · East Fork Design/Plan	690.00	0.00	100.0%	690.00	0.00	100.0%	0.00
Total 66300 · Design/Planning	3,671.52	0.00	100.0%	3,671.52	0.00	100.0%	0.00
66400 · South Valley Facility							
66410 · South Valley Acquisition	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
66420 · South Valley Improvements	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
66430 · South Valley - Move-in Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 66400 · South Valley Facility	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
66500 · Ketchum Facility upgrades	1,832.32	7,000.00	26.2%	1,832.32	7,000.00	26.2%	7,000.00
Total 66000 · Construction/Acquisition	5,503.84	7,000.00	78.6%	5,503.84	7,000.00	78.6%	55,000.00
Total Expense	5,838.16	7,000.00	83.4%	5,838.16	7,000.00	83.4%	55,000.00
Net Income	72,160.36	71,023.72	101.6%	72,160.36	71,023.72	101.6%	81,733.00

# MRTA - Operations Main Revenues and Expenditures Budget Performance

October 2012 through June 2013

	Oct '12 - Jun 13	Budget	% of Budget	Oct '12 - Jun 13	YTD Budget	% of Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
41000 · Federal Funding							
41200 · Federal - 5311	455,843.00	585,000.00	77.9%	455,843.00	585,000.00	77.9%	760,000.00
41300 · Federal - 5316	202,346.99	112,500.00	179.9%	202,346.99	112,500.00	179.9%	150,000.00
41400 · Federal - 5317	42,173.00	33,750.00	125.0%	42,173.00	33,750.00	125.0%	45,000.00
41500 · Federal - Stimulus	-4,500.95			-4,500.95			
<b>Total 41000 · Federal Funding</b>	<b>695,862.04</b>	<b>731,250.00</b>	<b>95.2%</b>	<b>695,862.04</b>	<b>731,250.00</b>	<b>95.2%</b>	<b>955,000.00</b>
42000 · State Funding							
42100 · State - Safe Routes	6,229.07	11,000.00	56.6%	6,229.07	11,000.00	56.6%	15,000.00
42400 · State - Training	1,176.54	4,500.00	26.1%	1,176.54	4,500.00	26.1%	6,500.00
<b>Total 42000 · State Funding</b>	<b>7,405.61</b>	<b>15,500.00</b>	<b>47.8%</b>	<b>7,405.61</b>	<b>15,500.00</b>	<b>47.8%</b>	<b>21,500.00</b>
43000 · Local Funding							
43100 · Local - Ketchum	334,176.03	334,175.22	100.0%	334,176.03	334,175.22	100.0%	445,567.00
43200 · Local - Hailey	41,592.75	41,592.78	100.0%	41,592.75	41,592.78	100.0%	55,457.00
43300 · Local - Bellevue	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
43400 · Local - Blaine County	79,038.78	79,038.72	100.0%	79,038.78	79,038.72	100.0%	105,385.00
43500 · Local - Sun Valley	135,254.21	135,254.98	100.0%	135,254.21	135,254.98	100.0%	180,340.00
43600 · Local - Sun Valley Company	149,450.00	149,450.00	100.0%	149,450.00	149,450.00	100.0%	149,450.00
<b>Total 43000 · Local Funding</b>	<b>739,511.77</b>	<b>739,511.70</b>	<b>100.0%</b>	<b>739,511.77</b>	<b>739,511.70</b>	<b>100.0%</b>	<b>936,199.00</b>
44000 · Fares							
44100 · Fares - Valley Cash	48,930.15	53,000.00	92.3%	48,930.15	53,000.00	92.3%	75,000.00
44200 · Fares - Valley Passes	112,143.00	106,000.00	105.8%	112,143.00	106,000.00	105.8%	125,000.00
44300 · Fares - Vanpool	73,761.00	69,000.00	106.9%	73,761.00	69,000.00	106.9%	140,000.00
44400 · Fares - ADA	134.00			134.00			
<b>Total 44000 · Fares</b>	<b>234,968.15</b>	<b>228,000.00</b>	<b>103.1%</b>	<b>234,968.15</b>	<b>228,000.00</b>	<b>103.1%</b>	<b>340,000.00</b>
45000 · Revenue							
45100 · Rev - Advertising	44,901.66	33,000.00	136.1%	44,901.66	33,000.00	136.1%	36,000.00
45200 · Rev - Business Sponsors	0.00	1,500.00	0.0%	0.00	1,500.00	0.0%	1,500.00
45450 · Rev - Misc.	426.50			426.50			
45500 · Rev - Charter/Special Event	5,947.40	5,600.00	106.2%	5,947.40	5,600.00	106.2%	15,000.00
<b>Total 45000 · Revenue</b>	<b>51,275.56</b>	<b>40,100.00</b>	<b>127.9%</b>	<b>51,275.56</b>	<b>40,100.00</b>	<b>127.9%</b>	<b>52,500.00</b>
47000 · Private Donations							
47100 · Priv. Donation - Foundations	500.00			500.00			
<b>Total 47000 · Private Donations</b>	<b>500.00</b>			<b>500.00</b>			
48000 · Transfers							
48400 · Transfer - Housing Fund	13,500.00	13,500.00	100.0%	13,500.00	13,500.00	100.0%	18,000.00
<b>Total 48000 · Transfers</b>	<b>13,500.00</b>	<b>13,500.00</b>	<b>100.0%</b>	<b>13,500.00</b>	<b>13,500.00</b>	<b>100.0%</b>	<b>18,000.00</b>
49000 · Interest Income	296.22	374.00	79.2%	296.22	374.00	79.2%	500.00
49500 · Diesel Tax Refunds	13,876.00	13,500.00	102.8%	13,876.00	13,500.00	102.8%	17,000.00
49800 · Excess Operating Funds	0.00	64,389.00	0.0%	0.00	64,389.00	0.0%	64,389.00
<b>Total Income</b>	<b>1,757,195.35</b>	<b>1,846,124.70</b>	<b>95.2%</b>	<b>1,757,195.35</b>	<b>1,846,124.70</b>	<b>95.2%</b>	<b>2,405,088.00</b>
<b>Gross Profit</b>	<b>1,757,195.35</b>	<b>1,846,124.70</b>	<b>95.2%</b>	<b>1,757,195.35</b>	<b>1,846,124.70</b>	<b>95.2%</b>	<b>2,405,088.00</b>
<b>Expense</b>							
51000 · Payroll Expenses							
51100 · Salaries and Wages	860,132.46	842,000.00	102.2%	860,132.46	842,000.00	102.2%	1,140,000.00
51300 · FICA Expense	52,026.75	53,200.00	97.8%	52,026.75	53,200.00	97.8%	72,000.00
51350 · Medicare Tax Expense	12,167.53	12,500.00	97.3%	12,167.53	12,500.00	97.3%	17,000.00
51400 · Retirement Plan Expenses	60,509.20	61,500.00	98.4%	60,509.20	61,500.00	98.4%	85,000.00
51500 · Workers Comp Expense	32,651.00	27,000.00	120.9%	32,651.00	27,000.00	120.9%	33,000.00
51600 · SUI Expense	19,394.44	22,200.00	87.4%	19,394.44	22,200.00	87.4%	28,000.00
51700 · Medical Ins. Expense	73,299.22	78,750.00	93.1%	73,299.22	78,750.00	93.1%	105,000.00
51800 · Dental Ins. Expense	6,982.58	8,100.00	86.2%	6,982.58	8,100.00	86.2%	10,000.00
51000 · Payroll Expenses - Other	7,663.50	1,225.00	625.6%	7,663.50	1,225.00	625.6%	1,700.00
<b>Total 51000 · Payroll Expenses</b>	<b>1,124,826.68</b>	<b>1,106,475.00</b>	<b>101.7%</b>	<b>1,124,826.68</b>	<b>1,106,475.00</b>	<b>101.7%</b>	<b>1,491,700.00</b>
52000 · Insurance Expense							
52100 · Ins. - Vehicles	81,307.00	90,000.00	90.3%	81,307.00	90,000.00	90.3%	90,000.00
52150 · Ins. - Deductibles/claims	0.00	3,000.00	0.0%	0.00	3,000.00	0.0%	3,000.00
52200 · Ins. - Liability- Perf Bond PSP	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
<b>Total 52000 · Insurance Expense</b>	<b>81,307.00</b>	<b>93,000.00</b>	<b>87.4%</b>	<b>81,307.00</b>	<b>93,000.00</b>	<b>87.4%</b>	<b>93,000.00</b>
53000 · Professional Fees							
53100 · Accounting & Audit	9,600.00	9,800.00	98.0%	9,600.00	9,800.00	98.0%	9,800.00
53200 · IT Systems	7,146.10	10,000.00	71.5%	7,146.10	10,000.00	71.5%	10,000.00
53400 · Legal Fees	5,324.00	7,250.00	73.4%	5,324.00	7,250.00	73.4%	8,000.00
53500 · Other Professional Fees	6,417.50	6,800.00	94.4%	6,417.50	6,800.00	94.4%	8,000.00
<b>Total 53000 · Professional Fees</b>	<b>28,487.60</b>	<b>33,850.00</b>	<b>84.2%</b>	<b>28,487.60</b>	<b>33,850.00</b>	<b>84.2%</b>	<b>35,800.00</b>
54000 · Equipment/ Tool Expense							
54100 · Shop Equipment expense	318.64	1,500.00	21.2%	318.64	1,500.00	21.2%	5,000.00
54200 · Shop Tools	1,418.08	1,500.00	94.5%	1,418.08	1,500.00	94.5%	2,500.00
54300 · Office Equipment	1,525.70	1,500.00	101.7%	1,525.70	1,500.00	101.7%	3,000.00
<b>Total 54000 · Equipment/ Tool Expense</b>	<b>3,262.42</b>	<b>4,500.00</b>	<b>72.5%</b>	<b>3,262.42</b>	<b>4,500.00</b>	<b>72.5%</b>	<b>10,500.00</b>
55000 · Rent and Utilities							
55100 · Rent	19,400.00	20,300.00	95.6%	19,400.00	20,300.00	95.6%	32,000.00
55200 · Utilities	12,422.28	15,400.00	80.7%	12,422.28	15,400.00	80.7%	19,000.00
<b>Total 55000 · Rent and Utilities</b>	<b>31,822.28</b>	<b>35,700.00</b>	<b>89.1%</b>	<b>31,822.28</b>	<b>35,700.00</b>	<b>89.1%</b>	<b>51,000.00</b>
56000 · Supplies							
56100 · Office Supplies	1,563.52	2,200.00	71.1%	1,563.52	2,200.00	71.1%	2,500.00
56200 · Janitorial & Safety Supplies	1,596.38	1,600.00	99.8%	1,596.38	1,600.00	99.8%	2,000.00
56300 · Department Supplies	9,308.12	8,650.00	107.6%	9,308.12	8,650.00	107.6%	10,000.00
56400 · Uniforms	4,738.01	6,125.00	77.4%	4,738.01	6,125.00	77.4%	6,500.00
56500 · Postage and Delivery	439.82	700.00	62.8%	439.82	700.00	62.8%	900.00
<b>Total 56000 · Supplies</b>	<b>17,645.85</b>	<b>19,275.00</b>	<b>91.5%</b>	<b>17,645.85</b>	<b>19,275.00</b>	<b>91.5%</b>	<b>21,900.00</b>
57000 · Repairs and Maintenance							
57100 · Equipment Repairs/Maintenance	1,631.13	1,900.00	85.8%	1,631.13	1,900.00	85.8%	2,500.00
57200 · Building Repairs/Maintenance	7,813.53	11,000.00	71.0%	7,813.53	11,000.00	71.0%	14,000.00
57250 · Bus Stop Repairs/Maint	1,372.15	2,750.00	49.9%	1,372.15	2,750.00	49.9%	3,000.00
57300 · Grounds Repairs/Maintenance	1,074.36	2,100.00	51.2%	1,074.36	2,100.00	51.2%	2,500.00
<b>Total 57000 · Repairs and Maintenance</b>	<b>11,891.17</b>	<b>17,750.00</b>	<b>67.0%</b>	<b>11,891.17</b>	<b>17,750.00</b>	<b>67.0%</b>	<b>22,000.00</b>



# MRTA - Operations Main Revenues and Expenditures Budget Performance

October 2012 through June 2013

	Oct '12 - Jun 13	Budget	% of Budget	Oct '12 - Jun 13	YTD Budget	% of Budget	Annual Budget
<b>58000 · Communications Expense</b>							
58100 · Office Phone Expense	3,653.05	5,000.00	73.1%	3,653.05	5,000.00	73.1%	6,500.00
58200 · Cell & Two-Way Mobile	5,960.44	9,000.00	66.2%	5,960.44	9,000.00	66.2%	12,000.00
58300 · Internet/Website	1,264.24	3,000.00	42.1%	1,264.24	3,000.00	42.1%	4,000.00
<b>Total 58000 · Communications Expense</b>	<b>10,877.73</b>	<b>17,000.00</b>	<b>64.0%</b>	<b>10,877.73</b>	<b>17,000.00</b>	<b>64.0%</b>	<b>22,500.00</b>
<b>59000 · Travel and Training</b>							
59100 · Vehicle/Airfare	1,498.01	3,500.00	42.8%	1,498.01	3,500.00	42.8%	5,000.00
59200 · Lodging	79.15	1,300.00	6.1%	79.15	1,300.00	6.1%	2,500.00
59300 · Meals/Entertainment	359.72	1,950.00	18.4%	359.72	1,950.00	18.4%	2,500.00
59400 · Training/Education	443.64	1,750.00	25.4%	443.64	1,750.00	25.4%	3,000.00
<b>Total 59000 · Travel and Training</b>	<b>2,380.52</b>	<b>8,500.00</b>	<b>28.0%</b>	<b>2,380.52</b>	<b>8,500.00</b>	<b>28.0%</b>	<b>13,000.00</b>
<b>60000 · Business Expenses</b>							
60100 · Business Registration Fees	92.00	375.00	24.5%	92.00	375.00	24.5%	500.00
60400 · Dues & Subscriptions	4,744.99	6,200.00	76.5%	4,744.99	6,200.00	76.5%	7,500.00
60500 · Bank Fees	369.47	450.00	82.1%	369.47	450.00	82.1%	600.00
60700 · Bad Debt	47.50			47.50			
<b>Total 60000 · Business Expenses</b>	<b>5,253.96</b>	<b>7,025.00</b>	<b>74.8%</b>	<b>5,253.96</b>	<b>7,025.00</b>	<b>74.8%</b>	<b>8,600.00</b>
<b>61000 · Advertising</b>							
61100 · Print Advertising	7,717.54	4,750.00	162.5%	7,717.54	4,750.00	162.5%	6,000.00
61200 · Radio Advertising	850.00	1,800.00	47.2%	850.00	1,800.00	47.2%	2,500.00
61300 · Online Advertising	414.00	380.00	108.9%	414.00	380.00	108.9%	500.00
61400 · Vehicle Graphics	950.00	4,000.00	23.8%	950.00	4,000.00	23.8%	4,000.00
61500 · Bus. Adv. Contract	12,037.74	7,300.00	164.9%	12,037.74	7,300.00	164.9%	8,500.00
<b>Total 61000 · Advertising</b>	<b>21,969.28</b>	<b>18,230.00</b>	<b>120.5%</b>	<b>21,969.28</b>	<b>18,230.00</b>	<b>120.5%</b>	<b>21,500.00</b>
<b>62000 · Marketing and Promotion</b>							
62100 · Info. Displays-Stop Signage	4,450.74	2,495.00	178.4%	4,450.74	2,495.00	178.4%	4,000.00
62200 · Graphic Design	3,205.00	4,500.00	71.2%	3,205.00	4,500.00	71.2%	5,000.00
62300 · Promotional Items	3,143.73	1,500.00	209.6%	3,143.73	1,500.00	209.6%	2,500.00
62400 · Events and Misc.	1,563.01	2,450.00	63.8%	1,563.01	2,450.00	63.8%	3,000.00
62450 · External Marketing Support	0.00	3,750.00	0.0%	0.00	3,750.00	0.0%	4,000.00
62500 · Internal / Other	5,239.32	3,400.00	154.1%	5,239.32	3,400.00	154.1%	3,500.00
<b>Total 62000 · Marketing and Promotion</b>	<b>17,601.80</b>	<b>18,095.00</b>	<b>97.3%</b>	<b>17,601.80</b>	<b>18,095.00</b>	<b>97.3%</b>	<b>22,000.00</b>
<b>63000 · Printing and Reproduction</b>							
63100 · Copies, Passes & Flyers	2,239.04	2,700.00	82.9%	2,239.04	2,700.00	82.9%	3,500.00
63200 · Schedules, Maps & Brochures	9,117.99	11,000.00	82.9%	9,117.99	11,000.00	82.9%	12,000.00
<b>Total 63000 · Printing and Reproduction</b>	<b>11,357.03</b>	<b>13,700.00</b>	<b>82.9%</b>	<b>11,357.03</b>	<b>13,700.00</b>	<b>82.9%</b>	<b>15,500.00</b>
<b>64000 · Fuel Expense</b>	<b>266,731.01</b>	<b>286,000.00</b>	<b>93.3%</b>	<b>266,731.01</b>	<b>286,000.00</b>	<b>93.3%</b>	<b>370,088.00</b>
<b>65000 · Vehicle Maintenance</b>							
65100 · Parts Expense	57,073.96	70,000.00	81.5%	57,073.96	70,000.00	81.5%	95,000.00
65200 · Fluids Expense	11,081.43	13,000.00	85.2%	11,081.43	13,000.00	85.2%	16,000.00
65300 · Tires Expense	24,193.38	26,500.00	91.3%	24,193.38	26,500.00	91.3%	28,000.00
65400 · Purchased Services	2,793.46	3,900.00	71.6%	2,793.46	3,900.00	71.6%	5,000.00
65500 · Vehicle Computer/Diagnostic	506.30	1,400.00	36.2%	506.30	1,400.00	36.2%	2,000.00
<b>Total 65000 · Vehicle Maintenance</b>	<b>95,648.53</b>	<b>114,800.00</b>	<b>83.3%</b>	<b>95,648.53</b>	<b>114,800.00</b>	<b>83.3%</b>	<b>146,000.00</b>
<b>69500 · Contingency Expense-Operations</b>	<b>39,999.99</b>	<b>39,999.99</b>	<b>100.0%</b>	<b>39,999.99</b>	<b>39,999.99</b>	<b>100.0%</b>	<b>60,000.00</b>
<b>Total Expense</b>	<b>1,771,062.85</b>	<b>1,833,899.99</b>	<b>96.6%</b>	<b>1,771,062.85</b>	<b>1,833,899.99</b>	<b>96.6%</b>	<b>2,405,088.00</b>
<b>Net Ordinary Income</b>	<b>-13,867.50</b>	<b>12,224.71</b>	<b>-113.4%</b>	<b>-13,867.50</b>	<b>12,224.71</b>	<b>-113.4%</b>	<b>0.00</b>
<b>Net Income</b>	<b>-13,867.50</b>	<b>12,224.71</b>	<b>-113.4%</b>	<b>-13,867.50</b>	<b>12,224.71</b>	<b>-113.4%</b>	<b>0.00</b>

3:04 PM

08/09/13

Accrual Basis

# MRTA - Work Force Housing Fund Revenue & Expenditures Budget Performance

October 2012 through June 2013

	Oct '12 - Jun 13	Budget	% of Budget	Oct '12 - Jun 13	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
45000 · Revenue							
45300 · Rev - Housing Units							
45325 · Apartment Deposits	0.00	1,000.00	0.0%	0.00	1,000.00	0.0%	1,000.00
45350 · Apartment Rent	22,050.00	22,050.00	100.0%	22,050.00	22,050.00	100.0%	29,500.00
Total 45300 · Rev - Housing Units	22,050.00	23,050.00	95.7%	22,050.00	23,050.00	95.7%	30,500.00
45400 · Rev - Laundry	834.00	600.00	139.0%	834.00	600.00	139.0%	600.00
Total 45000 · Revenue	22,884.00	23,650.00	96.8%	22,884.00	23,650.00	96.8%	31,100.00
49000 · Interest Earned	36.54	36.00	101.5%	36.54	36.00	101.5%	50.00
Total Income	22,920.54	23,686.00	96.8%	22,920.54	23,686.00	96.8%	31,150.00
Expense							
55000 · Rent and Utilities							
55200 · Utilities	4,282.63	4,878.00	87.8%	4,282.63	4,878.00	87.8%	6,500.00
Total 55000 · Rent and Utilities	4,282.63	4,878.00	87.8%	4,282.63	4,878.00	87.8%	6,500.00
57000 · Repairs and Maintenance							
57100 · Equipment Repairs/Maintenance	65.00	250.00	26.0%	65.00	250.00	26.0%	500.00
57200 · Building Repairs/Maintenance	146.58	2,800.00	5.2%	146.58	2,800.00	5.2%	3,650.00
57400 · Elevator Expense	3,173.51	1,506.00	210.7%	3,173.51	1,506.00	210.7%	2,000.00
Total 57000 · Repairs and Maintenance	3,385.09	4,556.00	74.3%	3,385.09	4,556.00	74.3%	6,150.00
67000 · Other Operating Expenses	0.00	250.00	0.0%	0.00	250.00	0.0%	500.00
69000 · Transfer out to Operations Acct	13,500.00	13,500.00	100.0%	13,500.00	13,500.00	100.0%	18,000.00
Total Expense	21,167.72	23,184.00	91.3%	21,167.72	23,184.00	91.3%	31,150.00
Net Ordinary Income	1,752.82	502.00	349.2%	1,752.82	502.00	349.2%	0.00
Net Income	1,752.82	502.00	349.2%	1,752.82	502.00	349.2%	0.00

**MRTA - Consolidated  
Balance Sheet  
as of June 30, 2013**

	Main Operating Fund	Capital Equipment Fund	Facilities Fund	Contingency Fund	Work Force Housing Fund	MRTA Consolidated
<b>ASSETS</b>						
<b>Current Assets</b>						
Checking/Savings						
11100 - Mountain West Checking	53,980.10	11,209.60	9,120.09		6,092.80	80,402.59
11500 - Petty Cash	100.00					100.00
11600 - General Fund LGIP	128,052.45	138,627.97	81,575.67	200,971.21	24,939.74	574,167.04
11700 - Cap Imp Fund LGIP						0.00
Total Checking/Savings	182,132.55	149,837.57	90,695.76	200,971.21	31,032.54	654,669.63
Accounts Receivable						0.00
11800 - Accounts Receivable	169,862.67					169,862.67
Total Accounts Receivable	169,862.67	0.00	0.00	0.00	0.00	169,862.67
Other Current Assets						0.00
11950 - Undeposited Funds		0.00		23,333.34		23,333.34
12000 - Due From Operations Main Fund	0.00	32,085.07	14,028.82			46,113.89
12500 - Due From Capital Equipment Fund	0.00					0.00
13000 - Due From Workforce Housing Fund	0.00					0.00
13500 - Due From Facilities Fund	0.00					0.00
13800 - Due From Contingency Fund	0.00					0.00
14000 - Inventories	170,514.00					170,514.00
Total Other Current Assets	170,514.00	32,085.07	14,028.82	23,333.34	0.00	239,961.23
<b>Total Current Assets</b>	<b>522,509.22</b>	<b>181,922.64</b>	<b>104,724.58</b>	<b>224,304.55</b>	<b>31,032.54</b>	<b>1,064,493.53</b>
<b>Fixed Assets</b>						0.00
15000 - Fixed Assets						0.00
15100 - Vehicles	0.00	1,116,919.00				1,116,919.00
15200 - Equipment - Maintenance	0.00	52,031.00				52,031.00
15300 - Equipment - Office	0.00	842.22				842.22
16000 - Buildings	0.00		1,529,987.00			1,529,987.00
16500 - Bus Shelters	0.00					0.00
17000 - Land	0.00		125,000.00			125,000.00
15000 - Fixed Assets - Other	0.00					0.00
Total 15000 - Fixed Assets	0.00	1,169,792.22	1,654,987.00	0.00	0.00	2,824,779.22
<b>Total Fixed Assets</b>	<b>0.00</b>	<b>1,169,792.22</b>	<b>1,654,987.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,824,779.22</b>
<b>TOTAL ASSETS</b>	<b>522,509.22</b>	<b>1,351,714.86</b>	<b>1,759,711.58</b>	<b>224,304.55</b>	<b>31,032.54</b>	<b>3,889,272.75</b>

**MRTA - Consolidated  
Balance Sheet  
as of June 30, 2013**

	Main Operating Fund	Capital Equipment Fund	Facilities Fund	Contingency Fund	Work Force Housing Fund	MRTA Consolidated
<b>LIABILITIES &amp; EQUITY</b>						0.00
<b>Liabilities</b>						0.00
<b>Current Liabilities</b>						0.00
Accounts Payable						0.00
20500 - Accounts Payable	50,131.51	165.00			1,956.45	52,252.96
<b>Total Accounts Payable</b>	50,131.51	165.00	0.00	0.00	1,956.45	52,252.96
Credit Cards	0.00					0.00
<b>Other Current Liabilities</b>						0.00
21500 - Direct Deposit Liabilities	0.00					0.00
22100 - Due to Operations Main Fund	0.00	12,000.00				12,000.00
22200 - Due to Capital Equip. Fund	32,085.07					32,085.07
22500 - Due to Facilities Fund	14,028.82					14,028.82
23000 - Due to WFH Fund	0.00					0.00
23500 - Due to Contingency Fund	23,333.34					23,333.34
24000 - Payroll Liabilities						0.00
24300 - Federal Tax WH Payable	0.00					
24400 - FUTA Tax payable	0.00					
24500 - FICA Payable	0.00					
24600 - Medicare Tax Payable	0.00					
24700 - State Tax WH Payable	2,755.00					2,755.00
24800 - State Unemployment Tax Payable	6,080.23					6,080.23
25500 - Employee Prem WH & Payable						0.00
24000 - Payroll Liabilities - Other						0.00
<b>Total 24000 - Payroll Liabilities</b>	8,835.23					8,835.23
27000 - 70-216-000 Salary & Wages Paid						0.00
70-216-001 Overtime Pay	0.00					0.00
27000 - 70-216-000 Salary & Wages Paid - Other	0.00					0.00
<b>Total 27000 - 70-216-000 Salary &amp; Wages Paid</b>	0.00					0.00
28000 - 70-203-100 Auditors Accnts Pyab						0.00
28500 - Deferred Revenue						0.00
<b>Total Other Current Liabilities</b>	78,282.46	12,000.00	0.00	0.00	0.00	90,282.46
<b>Total Current Liabilities</b>	128,413.97	12,165.00	0.00	0.00	1,956.45	142,535.42
<b>Long Term Liabilities</b>						0.00
29000 - Other Liabilities	0.00					0.00
<b>Total Long Term Liabilities</b>	0.00					0.00
<b>Total Liabilities</b>	128,413.97	12,165.00	0.00	0.00	1,956.45	142,535.42
<b>Equity</b>						0.00
30000 - Opening Bal Equity	331,486.07	1,139,987.00	1,659,987.00	20,000.00	15,000.00	3,166,460.07
30500 - Capital Contributions - Federal	0.00					0.00
31000 - Capital Contributions - Ketchum	0.00					0.00
31500 - Capital Contrib. - Sun Valley	0.00					0.00
32000 - Reserve Balance	76,476.68	141,458.58	27,564.22	164,026.68	12,323.27	421,849.43
Net Income	-13,867.50	58,104.28	72,160.36	40,277.87	1,752.82	158,427.83
<b>Total Equity</b>	394,095.25	1,339,549.86	1,759,711.58	224,304.55	29,076.09	3,746,737.33
<b>TOTAL LIABILITIES &amp; EQUITY</b>	522,509.22	1,351,714.86	1,759,711.58	224,304.55	31,032.54	3,889,272.75

# MRTA - Operations Main Revenues and Expenditures Budget Performance

June 2013

	Jun 13	Budget	% of Budget	Oct '12 - Jun 13	YTD Budget	% of Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
41000 · Federal Funding							
41200 · Federal - 5311	43,066.00	65,000.00	66.3%	455,843.00	585,000.00	77.9%	760,000.00
41300 · Federal - 5316	24,913.00	12,500.00	199.3%	202,346.99	112,500.00	179.9%	150,000.00
41400 · Federal - 5317	5,536.00	3,750.00	147.6%	42,173.00	33,750.00	125.0%	45,000.00
41500 · Federal - Stimulus	0.00			-4,500.95			
Total 41000 · Federal Funding	73,515.00	81,250.00	90.5%	695,862.04	731,250.00	95.2%	955,000.00
42000 · State Funding							
42100 · State - Safe Routes	6,229.07	3,000.00	207.6%	6,229.07	11,000.00	56.6%	15,000.00
42400 · State - Training	0.00	2,000.00	0.0%	1,176.54	4,500.00	26.1%	6,500.00
Total 42000 · State Funding	6,229.07	5,000.00	124.6%	7,405.61	15,500.00	47.8%	21,500.00
43000 · Local Funding							
43100 · Local - Ketchum	37,130.67	37,130.58	100.0%	334,176.03	334,175.22	100.0%	445,567.00
43200 · Local - Hailey	4,621.43	4,621.42	100.0%	41,592.75	41,592.78	100.0%	55,457.00
43300 · Local - Bellevue	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
43400 · Local - Blaine County	8,782.08	8,782.08	100.0%	79,038.78	79,038.72	100.0%	105,385.00
43500 · Local - Sun Valley	15,028.26	15,028.34	100.0%	135,254.21	135,254.98	100.0%	180,340.00
43600 · Local - Sun Valley Company	0.00	0.00	0.0%	149,450.00	149,450.00	100.0%	149,450.00
Total 43000 · Local Funding	65,562.44	65,562.42	100.0%	739,511.77	739,511.70	100.0%	936,199.00
44000 · Fares							
44100 · Fares - Valley Cash	7,241.15	6,000.00	120.7%	48,930.15	53,000.00	92.3%	75,000.00
44200 · Fares - Valley Passes	6,851.50	9,000.00	76.1%	112,143.00	106,000.00	105.8%	125,000.00
44300 · Fares - Vanpool	10,848.50	12,000.00	90.4%	73,761.00	69,000.00	106.9%	140,000.00
44400 · Fares - ADA	24.00			134.00			
Total 44000 · Fares	24,965.15	27,000.00	92.5%	234,968.15	228,000.00	103.1%	340,000.00
45000 · Revenue							
45100 · Rev - Advertising	2,118.75	2,000.00	105.9%	44,901.66	33,000.00	136.1%	36,000.00
45200 · Rev - Business Sponsors	0.00	500.00	0.0%	0.00	1,500.00	0.0%	1,500.00
45450 · Rev - Misc.	0.00			426.50			
45500 · Rev - Charter/Special Event	1,011.00	0.00	100.0%	5,947.40	5,600.00	106.2%	15,000.00
Total 45000 · Revenue	3,129.75	2,500.00	125.2%	51,275.56	40,100.00	127.9%	52,500.00
47000 · Private Donations							
47100 · Priv. Donation - Foundations	0.00			500.00			
Total 47000 · Private Donations	0.00			500.00			
48000 · Transfers							
48400 · Transfer - Housing Fund	1,500.00	1,500.00	100.0%	13,500.00	13,500.00	100.0%	18,000.00
Total 48000 · Transfers	1,500.00	1,500.00	100.0%	13,500.00	13,500.00	100.0%	18,000.00
49000 · Interest Income	19.49	42.00	46.4%	296.22	374.00	79.2%	500.00
49500 · Diesel Tax Refunds	0.00			13,876.00	13,500.00	102.8%	17,000.00
49800 · Excess Operating Funds	0.00	0.00	0.0%	0.00	64,389.00	0.0%	64,389.00
Total Income	174,920.90	182,854.42	95.7%	1,757,195.35	1,846,124.70	95.2%	2,405,088.00
Gross Profit	174,920.90	182,854.42	95.7%	1,757,195.35	1,846,124.70	95.2%	2,405,088.00
<b>Expense</b>							
51000 · Payroll Expenses							
51100 · Salaries and Wages	78,983.94	78,000.00	101.3%	860,132.46	842,000.00	102.2%	1,140,000.00
51300 · FICA Expense	4,689.95	4,800.00	97.7%	52,026.75	53,200.00	97.8%	72,000.00
51350 · Medicare Tax Expense	1,096.81	1,150.00	95.4%	12,167.53	12,500.00	97.3%	17,000.00
51400 · Retirement Plan Expenses	-2,353.99	6,500.00	-36.2%	60,509.20	61,500.00	98.4%	85,000.00
51500 · Workers Comp Expense	0.00	0.00	0.0%	32,651.00	27,000.00	120.9%	33,000.00
51600 · SUI Expense	2,194.24	1,600.00	137.1%	19,394.44	22,200.00	87.4%	28,000.00
51700 · Medical Ins. Expense	10,635.33	8,750.00	121.5%	73,299.22	78,750.00	93.1%	105,000.00
51800 · Dental Ins. Expense	965.67	675.00	143.1%	6,982.58	8,100.00	86.2%	10,000.00
51000 · Payroll Expenses - Other	91.55	150.00	61.0%	7,663.50	1,225.00	625.6%	1,700.00
Total 51000 · Payroll Expenses	96,303.50	101,625.00	94.8%	1,124,826.68	1,106,475.00	101.7%	1,491,700.00
52000 · Insurance Expense							
52100 · Ins. - Vehicles	20,398.00	18,750.00	108.8%	81,307.00	90,000.00	90.3%	90,000.00
52150 · Ins- Deductibles/claims	0.00	0.00	0.0%	0.00	3,000.00	0.0%	3,000.00
52200 · Ins. - Liability- Perf Bond PSP	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 52000 · Insurance Expense	20,398.00	18,750.00	108.8%	81,307.00	93,000.00	87.4%	93,000.00
53000 · Professional Fees							
53100 · Accounting & Audit	0.00	0.00	0.0%	9,600.00	9,800.00	98.0%	9,800.00
53200 · IT Systems	0.00	0.00	0.0%	7,146.10	10,000.00	71.5%	10,000.00
53400 · Legal Fees	0.00	250.00	0.0%	5,324.00	7,250.00	73.4%	8,000.00
53500 · Other Professional Fees	294.00	400.00	73.5%	6,417.50	6,800.00	94.4%	8,000.00
Total 53000 · Professional Fees	294.00	650.00	45.2%	28,487.60	33,850.00	84.2%	35,800.00
54000 · Equipment/ Tool Expense							
54100 · Shop Equipment expense	0.00	500.00	0.0%	318.64	1,500.00	21.2%	5,000.00
54200 · Shop Tools	81.48	0.00	100.0%	1,418.08	1,500.00	94.5%	2,500.00
54300 · Office Equipment	0.00	0.00	0.0%	1,525.70	1,500.00	101.7%	3,000.00
Total 54000 · Equipment/ Tool Expense	81.48	500.00	16.3%	3,262.42	4,500.00	72.5%	10,500.00
55000 · Rent and Utilities							
55100 · Rent	1,800.00	3,700.00	48.6%	19,400.00	20,300.00	95.6%	32,000.00
55200 · Utilities	1,391.12	1,500.00	92.7%	12,422.28	15,400.00	80.7%	19,000.00
Total 55000 · Rent and Utilities	3,191.12	5,200.00	61.4%	31,822.28	35,700.00	89.1%	51,000.00
56000 · Supplies							
56100 · Office Supplies	58.27	50.00	116.5%	1,563.52	2,200.00	71.1%	2,500.00
56200 · Janitorial & Safety Supplies	71.25	100.00	71.3%	1,596.38	1,600.00	99.8%	2,000.00
56300 · Department Supplies	1,108.87	350.00	316.8%	9,308.12	8,650.00	107.6%	10,000.00
56400 · Uniforms	239.04	300.00	79.7%	4,738.01	6,125.00	77.4%	6,500.00
56500 · Postage and Delivery	146.45	75.00	195.3%	439.82	700.00	62.8%	900.00
Total 56000 · Supplies	1,623.88	875.00	185.6%	17,645.85	19,275.00	91.5%	21,900.00
57000 · Repairs and Maintenance							
57100 · Equipment Repairs/Maintenance	351.01	200.00	175.5%	1,631.13	1,900.00	85.8%	2,500.00
57200 · Building Repairs/Maintenance	159.68	1,000.00	16.0%	7,813.53	11,000.00	71.0%	14,000.00
57250 · Bus Stop Repairs/Maint	0.00	100.00	0.0%	1,372.15	2,750.00	49.9%	3,000.00
57300 · Grounds Repairs/Maintenance	0.00	100.00	0.0%	1,074.36	2,100.00	51.2%	2,500.00
Total 57000 · Repairs and Maintenance	510.69	1,400.00	36.5%	11,891.17	17,750.00	67.0%	22,000.00

# MRTA - Operations Main Revenues and Expenditures Budget Performance

June 2013

	Jun 13	Budget	% of Budget	Oct '12 - Jun 13	YTD Budget	% of Budget	Annual Budget
<b>58000 · Communications Expense</b>							
58100 · Office Phone Expense	677.76	600.00	113.0%	3,653.05	5,000.00	73.1%	6,500.00
58200 · Cell & Two-Way Mobile	711.24	1,000.00	71.1%	5,960.44	9,000.00	66.2%	12,000.00
58300 · Internet/Website	379.54	300.00	126.5%	1,264.24	3,000.00	42.1%	4,000.00
<b>Total 58000 · Communications Expense</b>	<b>1,768.54</b>	<b>1,900.00</b>	<b>93.1%</b>	<b>10,877.73</b>	<b>17,000.00</b>	<b>64.0%</b>	<b>22,500.00</b>
<b>59000 · Travel and Training</b>							
59100 · Vehicle/Airfare	310.80	0.00	100.0%	1,498.01	3,500.00	42.8%	5,000.00
59200 · Lodging	0.00	0.00	0.0%	79.15	1,300.00	6.1%	2,500.00
59300 · Meals/Entertainment	31.67	250.00	12.7%	359.72	1,950.00	18.4%	2,500.00
59400 · Training/Education	199.00	100.00	199.0%	443.64	1,750.00	25.4%	3,000.00
<b>Total 59000 · Travel and Training</b>	<b>541.47</b>	<b>350.00</b>	<b>154.7%</b>	<b>2,380.52</b>	<b>8,500.00</b>	<b>28.0%</b>	<b>13,000.00</b>
<b>60000 · Business Expenses</b>							
60100 · Business Registration Fees	0.00	50.00	0.0%	92.00	375.00	24.5%	500.00
60400 · Dues & Subscriptions	3,801.00	5,000.00	76.0%	4,744.99	6,200.00	76.5%	7,500.00
60500 · Bank Fees	79.77	50.00	159.5%	369.47	450.00	82.1%	600.00
60700 · Bad Debt	0.00			47.50			
<b>Total 60000 · Business Expenses</b>	<b>3,880.77</b>	<b>5,100.00</b>	<b>76.1%</b>	<b>5,253.96</b>	<b>7,025.00</b>	<b>74.8%</b>	<b>8,600.00</b>
<b>61000 · Advertising</b>							
61100 · Print Advertising	1,924.99	500.00	385.0%	7,717.54	4,750.00	162.5%	6,000.00
61200 · Radio Advertising	425.00	200.00	212.5%	850.00	1,800.00	47.2%	2,500.00
61300 · Online Advertising	70.00	40.00	175.0%	414.00	380.00	108.9%	500.00
61400 · Vehicle Graphics	0.00	1,000.00	0.0%	950.00	4,000.00	23.8%	4,000.00
61500 · Bus. Adv. Contract	1,578.13	750.00	210.4%	12,037.74	7,300.00	164.9%	8,500.00
<b>Total 61000 · Advertising</b>	<b>3,998.12</b>	<b>2,490.00</b>	<b>160.6%</b>	<b>21,969.28</b>	<b>18,230.00</b>	<b>120.5%</b>	<b>21,500.00</b>
<b>62000 · Marketing and Promotion</b>							
62100 · Info. Displays-Stop Signage	60.80	55.00	110.5%	4,450.74	2,495.00	178.4%	4,000.00
62200 · Graphic Design	0.00	1,250.00	0.0%	3,205.00	4,500.00	71.2%	5,000.00
62300 · Promotional Items	2,073.78	500.00	414.8%	3,143.73	1,500.00	209.6%	2,500.00
62400 · Events and Misc.	1,143.90	500.00	228.8%	1,563.01	2,450.00	63.8%	3,000.00
62450 · External Marketing Support	0.00	0.00	0.0%	0.00	3,750.00	0.0%	4,000.00
62500 · Internal / Other	448.11	100.00	448.1%	5,239.32	3,400.00	154.1%	3,500.00
<b>Total 62000 · Marketing and Promotion</b>	<b>3,726.59</b>	<b>2,405.00</b>	<b>155.0%</b>	<b>17,601.80</b>	<b>18,095.00</b>	<b>97.3%</b>	<b>22,000.00</b>
<b>63000 · Printing and Reproduction</b>							
63100 · Copies, Passes & Flyers	205.86	300.00	68.6%	2,239.04	2,700.00	82.9%	3,500.00
63200 · Schedules, Maps & Brochures	3,233.98	3,500.00	92.4%	9,117.99	11,000.00	82.9%	12,000.00
<b>Total 63000 · Printing and Reproduction</b>	<b>3,439.84</b>	<b>3,800.00</b>	<b>90.5%</b>	<b>11,357.03</b>	<b>13,700.00</b>	<b>82.9%</b>	<b>15,500.00</b>
<b>64000 · Fuel Expense</b>	<b>22,452.46</b>	<b>30,000.00</b>	<b>74.8%</b>	<b>266,731.01</b>	<b>286,000.00</b>	<b>93.3%</b>	<b>370,088.00</b>
<b>65000 · Vehicle Maintenance</b>							
65100 · Parts Expense	5,240.91	7,500.00	69.9%	57,073.96	70,000.00	81.5%	95,000.00
65200 · Fluids Expense	1,300.92	1,000.00	130.1%	11,081.43	13,000.00	85.2%	16,000.00
65300 · Tires Expense	826.60	500.00	165.3%	24,193.38	26,500.00	91.3%	28,000.00
65400 · Purchased Services	90.00	300.00	30.0%	2,793.46	3,900.00	71.6%	5,000.00
65500 · Vehicle Computer/Diagnostic	0.00	200.00	0.0%	506.30	1,400.00	36.2%	2,000.00
<b>Total 65000 · Vehicle Maintenance</b>	<b>7,458.43</b>	<b>9,500.00</b>	<b>78.5%</b>	<b>95,648.53</b>	<b>114,800.00</b>	<b>83.3%</b>	<b>146,000.00</b>
<b>69500 · Contingency Expense-Operations</b>	<b>6,666.67</b>	<b>6,666.67</b>	<b>100.0%</b>	<b>39,999.99</b>	<b>39,999.99</b>	<b>100.0%</b>	<b>60,000.00</b>
<b>Total Expense</b>	<b>176,335.56</b>	<b>191,211.67</b>	<b>92.2%</b>	<b>1,771,062.85</b>	<b>1,833,899.99</b>	<b>96.6%</b>	<b>2,405,088.00</b>
<b>Net Ordinary Income</b>	<b>-1,414.66</b>	<b>-8,357.25</b>	<b>16.9%</b>	<b>-13,867.50</b>	<b>12,224.71</b>	<b>-113.4%</b>	<b>0.00</b>
<b>Net Income</b>	<b>-1,414.66</b>	<b>-8,357.25</b>	<b>16.9%</b>	<b>-13,867.50</b>	<b>12,224.71</b>	<b>-113.4%</b>	<b>0.00</b>

3:40 PM

08/13/13

Accrual Basis

# MRTA - Operations Main

## Checks Issued

### As of June 30, 2013

Type	Date	Num	Name	Memo	Amount	Balance
<b>11100 · Mountain West Checking</b>						53,075.11
Bill Pmt -Check	06/03/2013	3323	Virginia Rhinehart	Monthly Rent	-1,800.00	51,275.11
Deposit	06/03/2013			Deposit	1,500.00	52,775.11
Deposit	06/03/2013			Deposit	16,550.00	69,325.11
Bill Pmt -Check	06/03/2013	3324	American Funds	plan ID BRK100102	-187.50	69,137.61
Bill Pmt -Check	06/03/2013	3325	Lawson Products, Inc.		-82.08	69,055.53
Bill Pmt -Check	06/03/2013	3326	Schaeffer MFG. CO.	1140316	-1,140.15	67,915.38
Deposit	06/04/2013			Deposit	5,796.00	73,711.38
Deposit	06/04/2013			Deposit	519.85	74,231.23
Bill Pmt -Check	06/04/2013	3330	Copy & Print		-320.10	73,911.13
Bill Pmt -Check	06/04/2013	3331	Franklin Building Supply		-104.09	73,807.04
Bill Pmt -Check	06/04/2013	3332	Hailey Chamber of Commerce		-20.00	73,787.04
Bill Pmt -Check	06/04/2013	3333	Davis Embroidery		-487.51	73,299.53
Bill Pmt -Check	06/04/2013	3334	Window Welder Inc.		-320.00	72,979.53
Bill Pmt -Check	06/04/2013	3335	Jane's Artifacts		-25.53	72,954.00
Bill Pmt -Check	06/04/2013	3336	Names and Numbers		-209.46	72,744.54
Deposit	06/04/2013			Deposit	412.50	73,157.04
Liability Check	06/05/2013		QuickBooks Payroll Service	Created by Payroll Se...	-29,254.15	43,902.89
Bill Pmt -Check	06/05/2013	3337	NAPA Auto Parts		-1,323.08	42,579.81
Bill Pmt -Check	06/05/2013	3338	Petty Cash		-94.24	42,485.57
Deposit	06/05/2013			Deposit	43.39	42,528.96
Deposit	06/05/2013			Deposit	539.25	43,068.21
Paycheck	06/06/2013	ACH	Aguilar, Hortencia	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Anderson, Charles	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Conlago, Maira P.	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Domke, Rodney F	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Finch, James F	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Gray, Stuart	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Green, William E	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Grubbs, Torrey E	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Johnson, Mark F	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Kelly, David W	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Kelly, Rodney D	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Kirkpatrick, Wendy J	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Larsson, Larry D	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Leon, Teofilo O	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	MacPherson, Kim	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	McCarty, Isabelle	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Miller, Jason M	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Munoz, Kisler A	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Romero-Campos, Raul	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Selisch, Kurt	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Shroyer, Randall R	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Spalding, Richard L	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Sproule, William	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Sullivan, Jerry	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Tellez, Carlos	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Torres, April L	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Vasquez, Pamela	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Victorino, Jose L	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Williams-Mehra, Colleen	Direct Deposit	0.00	43,068.21
Paycheck	06/06/2013	ACH	Thea, Karen J	Direct Deposit	0.00	43,068.21
Liability Check	06/06/2013	3327	Blaine County Sheriff's Office	Case # 2008-00571	-376.95	42,691.26
Liability Check	06/06/2013	3328	Idaho Child Support Receipting	326231	-244.60	42,446.66
Liability Check	06/06/2013	3329	National Benefit Services, LLC	Mountain Rides FSA	-362.10	42,084.56
Bill Pmt -Check	06/06/2013	3339	Les Schwab	117-00888	-1,847.02	40,237.54
Bill Pmt -Check	06/06/2013	3340	L.L. Green's Hardware		-31.51	40,206.03
Deposit	06/06/2013			Deposit	375.00	40,581.03
Bill Pmt -Check	06/06/2013	3341	AlSCO		-132.88	40,448.15
Bill Pmt -Check	06/06/2013	3342	Gillig LLC	36869600	-912.82	39,535.33
Bill Pmt -Check	06/06/2013	3343	Chateau Drug & True Value Hard...		-28.94	39,506.39
Liability Check	06/07/2013	E-pay	United States Treasury	82-0382250 QB Track...	-9,099.98	30,406.41
Bill Pmt -Check	06/07/2013	3344	Valley Brake & Truck Parts, L.L.C.		-217.09	30,189.32
Bill Pmt -Check	06/07/2013	3345	Rush Truck Centers		-656.54	29,532.78
Bill Pmt -Check	06/07/2013	3346	United Oil		-13,057.34	16,475.44
Bill Pmt -Check	06/07/2013	3347	Schaeffer MFG. CO.	1140316	-643.20	15,832.24
Deposit	06/07/2013			Deposit	301.65	16,133.89
Deposit	06/10/2013			Deposit	26.89	16,160.78
Bill Pmt -Check	06/10/2013	3348	Atkinsons' Grocery		-269.18	15,891.60
Bill Pmt -Check	06/10/2013	3349	Business As Usual		-309.93	15,581.67
Bill Pmt -Check	06/10/2013	3350	Clear Creek Disposal	1327	-77.53	15,504.14
Bill Pmt -Check	06/10/2013	3351	Express Publishing Inc.		-1,283.54	14,220.60
Bill Pmt -Check	06/10/2013	3352	Greyhound Design		-274.16	13,946.44
Bill Pmt -Check	06/10/2013	3353	Idaho Transportation Dept.		-23.00	13,923.44
Bill Pmt -Check	06/10/2013	3354	Johnny G's Sub Shack		-68.05	13,855.39
Check	06/10/2013	3355	Sawtooth Botanical Garden	donation - thank you f...	-100.00	13,755.39
Bill Pmt -Check	06/10/2013	ACH	Intermtn Gas Co #10630400-001-6	#10630400-001-6	-46.57	13,708.82
Bill Pmt -Check	06/10/2013	ACH	Intermtn Gas Co #10630400-353-1	#10630400-353-1	-18.38	13,690.44



3:40 PM

08/13/13

Accrual Basis

# MRTA - Operations Main

## Checks Issued

### As of June 30, 2013

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	06/10/2013			Deposit	54,405.83	68,096.27
Deposit	06/10/2013			Deposit	561.75	68,658.02
Deposit	06/11/2013			Deposit	15.24	68,673.26
Deposit	06/12/2013			Deposit	986.83	69,660.09
Deposit	06/12/2013			Deposit	798.50	70,458.59
Deposit	06/13/2013			Deposit	87.09	70,545.68
Check	06/13/2013	3356	Sawtooth Plumbing		-75.00	70,470.68
Deposit	06/14/2013			Deposit	641.60	71,112.28
Deposit	06/14/2013			Deposit	135.00	71,247.28
Bill Pmt -Check	06/17/2013	ACH	American Funds	plan ID BRK100102	-17,306.83	53,940.45
Check	06/18/2013	3357	Ed Christenson	proceeds from sale of ...	-56.00	53,884.45
Deposit	06/18/2013			Deposit	2,728.42	56,612.87
Bill Pmt -Check	06/18/2013	ACH	Verizon Wireless		-202.56	56,410.31
Bill Pmt -Check	06/18/2013	ACH	Verizon Wireless 208-720-7044		-11.17	56,399.14
Bill Pmt -Check	06/18/2013	3361	Certified Folder Display Service, Inc		-60.80	56,338.34
Bill Pmt -Check	06/18/2013	3362	Lawson Products, Inc.		-75.19	56,263.15
Bill Pmt -Check	06/18/2013	3363	Minert & Associates, Inc.		-70.00	56,193.15
Bill Pmt -Check	06/18/2013	3364	Smith Power Products		-73.85	56,119.30
Bill Pmt -Check	06/18/2013	3365	Wells Fargo		-1,973.30	54,146.00
Bill Pmt -Check	06/18/2013	3366	Mason's Trophies & Gifts		-80.17	54,065.83
Bill Pmt -Check	06/18/2013	ACH	Idaho Power Acc#6584167465		-252.15	53,813.68
Bill Pmt -Check	06/18/2013	ACH	Idaho Power Acct.#6080567068		-43.94	53,769.74
Deposit	06/18/2013			Deposit	849.45	54,619.19
Liability Check	06/19/2013		QuickBooks Payroll Service	Created by Payroll Se...	-29,663.80	24,955.39
Deposit	06/19/2013			Deposit	25,000.00	49,955.39
Deposit	06/19/2013			Deposit	4,348.00	54,303.39
Liability Check	06/20/2013	TAP	Idaho State Tax Commission	000186434	-3,155.00	51,148.39
Paycheck	06/20/2013	DD	Aguilar, Hortencia	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Anderson, Charles	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Conlago, Maira P.	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Domke, Rodney F	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Finch, James F	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Gray, Stuart	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Green, William E	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Grubbs, Torrey E	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Johnson, Mark F	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Kelly, David W	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Kelly, Rodney D	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Kirkpatrick, Wendy J	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Larsson, Larry D	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Leon, Teofilo O	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	MacPherson, Kim	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Miller, Jason M	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Munoz, Kisler A	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Romero-Campos, Raul	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Selisch, Kurt	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Shroyer, Randall R	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Spalding, Richard L	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Sproule, William	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Sullivan, Jerry	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Tellez, Carlos	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Thea, Karen J	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Torres, April L	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Vasquez, Pamela	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Victorino, Jose L	Direct Deposit	0.00	51,148.39
Paycheck	06/20/2013	DD	Williams-Mehra, Colleen	Direct Deposit	0.00	51,148.39
Liability Check	06/20/2013	3358	Blaine County Sheriff's Office	Case # 2008-00571	-245.94	50,902.45
Liability Check	06/20/2013	3359	Idaho Child Support Receipting	326231	-244.60	50,657.85
Liability Check	06/20/2013	3360	National Benefit Services, LLC	Mountain Rides FSA	-361.93	50,295.92
Deposit	06/20/2013			Deposit	12,088.00	62,383.92
Deposit	06/20/2013			Deposit	410.90	62,794.82
Liability Check	06/21/2013	E-pay	United States Treasury	82-0382250 QB Track...	-9,215.54	53,579.28
Bill Pmt -Check	06/21/2013	3367	Davis Embroidery		-128.16	53,451.12
Bill Pmt -Check	06/21/2013	3368	Imperial Supplies LLC		-182.96	53,268.16
Bill Pmt -Check	06/21/2013	3369	Open Book Publishing		-150.00	53,118.16
Bill Pmt -Check	06/21/2013	3370	United Oil		-12,955.39	40,162.77
Bill Pmt -Check	06/21/2013	3371	White Cloud Communications Inc.		-218.75	39,944.02
Bill Pmt -Check	06/21/2013	ACH	City of Hailey	40205001	-144.73	39,799.29
Bill Pmt -Check	06/21/2013	3372	White Cloud Communications Inc.		-288.00	39,511.29
Bill Pmt -Check	06/21/2013	3373	KSKI FM/KECH FM		-425.00	39,086.29
Deposit	06/21/2013			Deposit	24.00	39,110.29
Deposit	06/21/2013			Deposit	380.20	39,490.49
Check	06/24/2013	3374	Rick Hoel	music @ Bike Share I...	-85.00	39,405.49
Bill Pmt -Check	06/24/2013	3375	National Benefit Services, LLC		-812.36	38,593.13
Deposit	06/24/2013			Deposit	67.50	38,660.63
Deposit	06/24/2013			Deposit	502.85	39,163.48
Check	06/24/2013	ach	Mountain West Bank	chargeback fees	-49.00	39,114.48
Bill Pmt -Check	06/25/2013	3376	Gem State Welders Supply Inc.		-60.90	39,053.58

3:40 PM

08/13/13

Accrual Basis

**MRTA - Operations Main**  
**Checks Issued**  
**As of June 30, 2013**

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	06/25/2013	3377	Wood River Welding, Inc.		-6.92	39,046.66
Check	06/25/2013	3378	Rod Rushton	Bike Share Launch B...	-550.00	38,496.66
Deposit	06/26/2013			Deposit	660.75	39,157.41
Deposit	06/26/2013			Deposit	71,353.07	110,510.48
Bill Pmt -Check	06/26/2013	3379	Certified Folder Display Service, Inc		-60.80	110,449.68
Bill Pmt -Check	06/26/2013	3380	Crazy Suzan's T's, Etc.		-755.50	109,694.18
Bill Pmt -Check	06/26/2013	3381	Jason Miller	expense reimbursement	-461.06	109,233.12
Bill Pmt -Check	06/26/2013	3382	Jim Finch	expense reimbursement	-90.00	109,143.12
Bill Pmt -Check	06/26/2013	3383	Karen Thea	expense reimbursement	-47.66	109,095.46
Bill Pmt -Check	06/26/2013	3384	Kim MacPherson'	expense reimbursement	-222.84	108,872.62
Bill Pmt -Check	06/26/2013	3385	Wendy Crosby	expense reimbursement	-15.00	108,857.62
Bill Pmt -Check	06/26/2013	3386	Zee Medical Inc.		-71.25	108,786.37
Bill Pmt -Check	06/26/2013	ACH	Cox Communications	001-2401-205184001	-35.99	108,750.38
Deposit	06/27/2013		Mountain West Bank	transfer to LGIP	-25,000.00	83,750.38
Check	06/27/2013	3387	Yellow Belly Ice Cream	Bike Share Llaunch p...	-75.00	83,675.38
Deposit	06/27/2013			Deposit	561.40	84,236.78
Deposit	06/27/2013			Deposit	653.30	84,890.08
Deposit	06/28/2013			Deposit	134.72	85,024.80
Bill Pmt -Check	06/28/2013	3389	Nicole Brown		-1,578.13	83,446.67
Bill Pmt -Check	06/28/2013	3390	HUB International Insurance	policy 791-000-476	-20,398.00	63,048.67
Bill Pmt -Check	06/28/2013	3391	Virginia Rhinehart	Monthly Rent	-1,800.00	61,248.67
Deposit	06/28/2013			Deposit	12.00	61,260.67
Deposit	06/28/2013			Deposit	508.45	61,769.12
Deposit	06/28/2013			Deposit	5,456.00	67,225.12
Liability Check	06/30/2013	ACH	Aflac	DQR88	-299.76	66,925.36
Liability Check	06/30/2013	3388	Met Life SBC	KM05725871	-1,190.33	65,735.03
Liability Check	06/30/2013	3392	Blue Cross of Idaho	10034150-R001	-11,768.97	53,966.06
Deposit	06/30/2013			Deposit	11.35	53,977.41
Deposit	06/30/2013			Interest	2.69	53,980.10
Total 11100 · Mountain West Checking					904.99	53,980.10
<b>TOTAL</b>					<b>904.99</b>	<b>53,980.10</b>

After review, I have determined that each payment listed on this report is correct as to payee and amount, and is for a proper and authorized purpose, except as otherwise explained below.

Exceptions: 1) None or 2) See below. (Circle One)

*W. King*

Signed

*Business Manager*

Title

8/26/2013

Date