

# Mountain Rides Transportation Authority

## PUBLIC NOTICE of Regular Board Meeting Agenda

12:00 noon, Wednesday, May 15, 2013

Place: Sun Valley City Hall Council Chambers, 81 Elkhorn Rd., Sun Valley, ID 83353

**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), Sarah Michael (Blaine Co.), Joe Miczulski (Bellevue)

1. 12:00pm: Call meeting to order
2. Comments from the Chair and Board Member thoughts
3. Public comment period for items not on the Agenda (including questions from the press)
4. Action items and discussion items

P. 2-4 a. Action Item: Approve Ketchum Transportation Center updated conceptual layout and project plan

P. 5-8 b. Action item: Approve award of East Fork bus turnout construction to Lloyd Construction

P. 9-10 c. Action item: Approve Valley Route fares and bulk pass partnerships for next 6 months

P.11 d. Discussion Item: MRTA FY2014 budget development update

P.12-15 e. Discussion Item: Midyear strategic planning workshop need

5. Executive Session pursuant to Idaho Statute 67-2345(1)(c) (to discuss acquisition of real estate) and Idaho Statute 67-2345(1)(f) (to discuss pending litigation).

a. ACTION ITEMS RESULTING FROM EXECUTIVE SESSION - any real estate action will be approved in open session subsequent to Executive Session (if necessary)

6. Committee Reports P. 16-18

- a. Planning and Marketing Committee report from Chair Steve Wolper
  - i. Committee members approve minutes for May
- b. Finance and Performance Committee report from Chair Mark Gilbert
  - i. Committee members approve minutes for May

7. Staff reports

- a. Operations report with April 2013 ridership P. 19-24
- b. Maintenance report P. 25
- c. Marketing and Outreach report P. 26
- d. Business Manager report P. 27
- e. Executive Director report P. 28

8. Consent Calendar items

P. 29-33 a. Approve minutes April 4th special board meeting, April 17th regular board meeting

- b. No financials or bills paid to file this month due to change in Finance and Performance approval process

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.

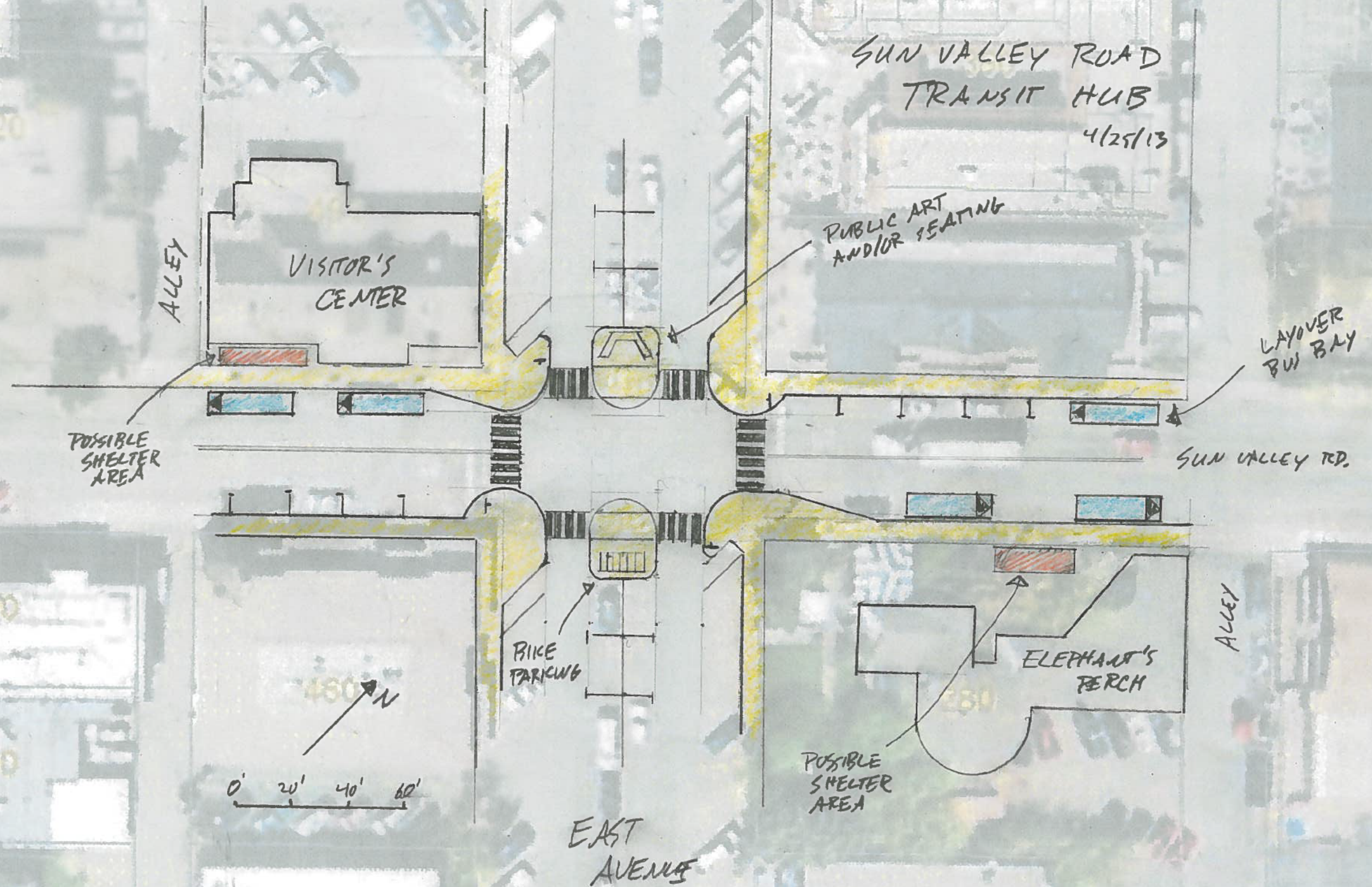
# Mountain Rides Agenda Item Summary

<u>Date:</u>	<input type="text" value="05/15/2013"/>		
<u>From:</u>	<input type="text" value="Jason Miller"/>		
<u>Subject:</u>	<input type="text" value="4A - Ketchum Transportation Center updated concept layout and project plan"/>		
<u>Committee Review:</u>	<input checked="" type="radio"/> yes <input type="radio"/> no	<u>Committee Purview:</u>	<input type="text" value="Planning &amp; Marketing"/>
<u>Previously discussed at board level:</u>	<input checked="" type="radio"/> yes <input type="radio"/> no		
<u>Proposed Action:</u>	<input type="text" value="Approve"/>		
<u>Fiscal Impact:</u>	<div>This project is funded through two separate Bus Livability grants from 2011 and 2012 that provide \$312,000 in federal funding and require \$78,000 local match, which will come from City of Ketchum, Ketchum Urban Renewal Agency, and MRTA capital account.</div>		
<u>Related Policy or Procedural Impact:</u>	<div>MRTA Adopted Capital Improvement Plan; MRTA Strategic Business Plan for 2013</div>		
<u>Background:</u>	<div><p>After the general site location was approved by the MRTA board in March 2013 after a year of public open houses and workshops, the Planning and Marketing committee recommended a conceptual layout be created by LSC Consultants, which is attached. This conceptual layout was presented to a group of stakeholders that included adjacent property owners and businesses, and the response was very positive.</p><p>The next step is for the MRTA board to approve this conceptual layout and project schedule so that it may be moved forward to the Ketchum City Council for approval. The project is anticipated to move forward according to the project plan, also attached.</p></div>		



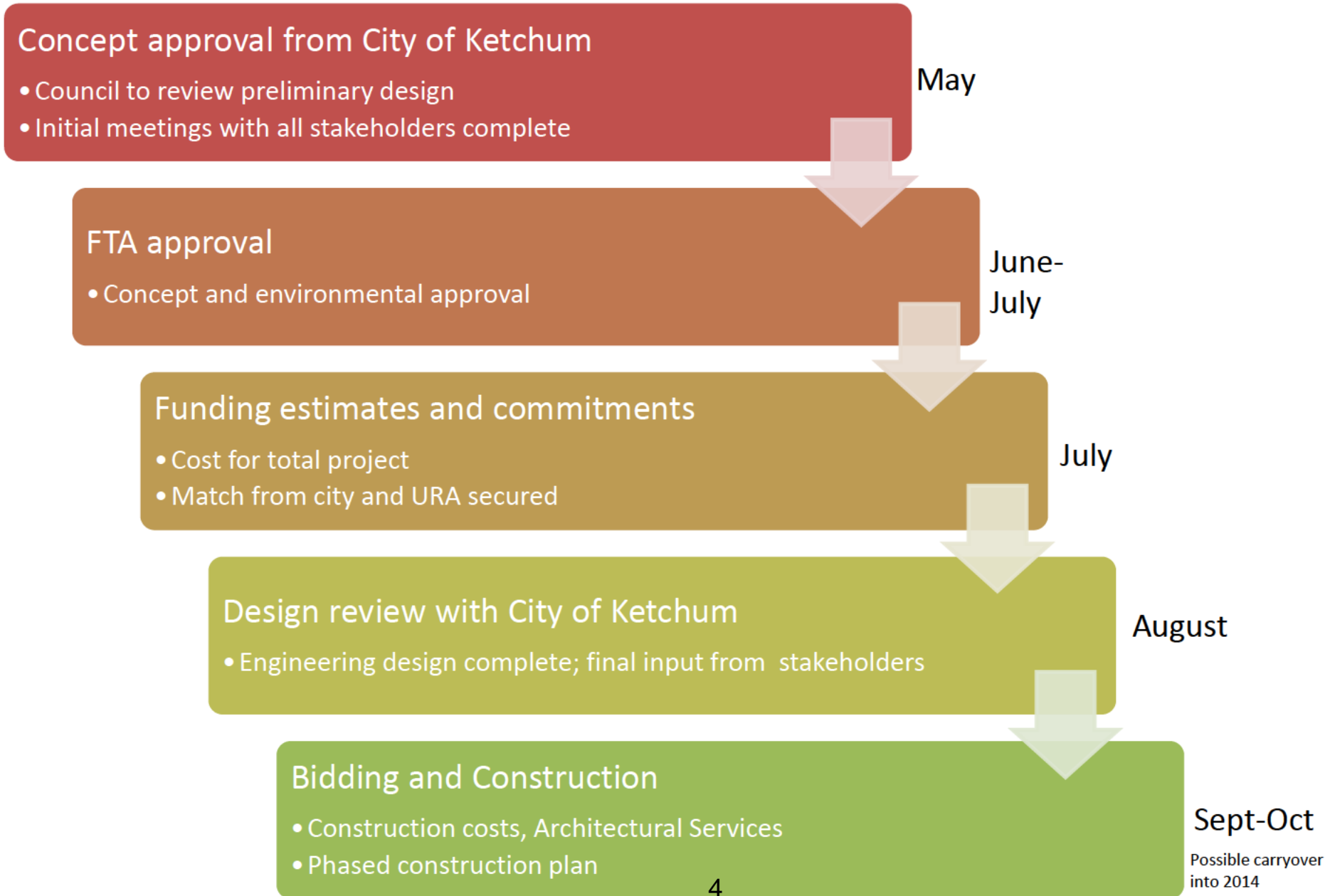
SUN VALLEY ROAD  
TRANSIT HUB

4/25/13





## Ketchum Transportation Center (KTC) Critical Path - 2013



# Mountain Rides Agenda Item Summary

<u>Date:</u>	<input type="text" value="05/15/2013"/>		
<u>From:</u>	<input type="text" value="Wendy Crosby"/>		
<u>Subject:</u>	<input type="text" value="4B Approve award of East Fork bus turnout construction to Lloyd Construction"/>		
<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="Approve"/>		
<u>Fiscal Impact:</u>	<div>Will impact the FY2013 Facilities Fund budget, see below. Sole bid for this project totalled \$49,844 for the base bid and \$12,088 for bid alternate #1, the pathway, for a total cost of \$61,932 for the shelter pad, pullouts and sidewalk. This excludes the cost of the shelter building.</div>		
<u>Related Policy or Procedural Impact:</u>	<div>Facilities Fund; Capital Improvement Plan</div>		
<u>Background:</u>	<div>Total grant award with local match is \$44,641, resulting in a shortfall of \$17,291. At the Board meeting in April, the Board expressed a desire to complete both the base project and the pathway, as long as there were sufficient funds. MRTA DOES NOT have the funds to complete base project AND the pathway. We are recommending elimination of the pathway project at this time and even with that we are short \$5,203 plus the costs of the shelter. MRTA has an existing shelter kit which can be adapted and used for this project. It will require some additional expenditures for glass and enclosed sides; estimated to be \$1,500. These costs bring the shortfall to \$6,703. MRTA can re-allocate funds from the Ketchum building upgrades budgeted in the Facilities Fund. This line item is under-budget and could provide the necessary funds to complete the East Fork base project. A revised DRAFT Facilities Fund budget is attached showing that there are funds available in the budget. This budget is still a DRAFT due to the questions surrounding south valley real estate. Once those questions are answered the budget will come back to the board for approval.</div>		

# 1. CONTRACT PRICE

Owner shall pay Contractor for completion of the WORK in accordance with the CONTRACT DOCUMENTS and amount in current funds equal to the sum of the amounts determined pursuant to table below.

- 1.01 For all Unit Price Work, an amount equal to the sum of the established unit price for each separately identified item of Unit Price Work multiplied by the estimated quantity of that item as indicated below.
- 1.02 Estimated quantities are not guaranteed. All computations of the Contractor's compensation shall be based upon the quantities of work actually performed, whether greater or less than estimated quantities.
- 1.03 Each item to be bid shall be completely filled in by the Contractor.

## BASE BID – NORTHEAST CORNER BUS PULLOUT IMPROVEMENTS

Item No.	Ref.	Description	Unit	Approx. Quantity	Bid Unit Price	Bid Amount
1	01001 01045 02110	Mobilization	Lump Sum	1	12,700. <sup>00</sup>	12,700. <sup>00</sup>
2	02720	Construction Surveying	Lump Sum	1	1,950. <sup>00</sup>	1,950. <sup>00</sup>
3	02110	Site Clearing	SY	200	2. <sup>00</sup>	400. <sup>00</sup>
4	02110	Asphalt Sawcut and Removal	LF	105	5. <sup>00</sup>	525. <sup>00</sup>
5	02211	Excavation	LS	1	1,100. <sup>00</sup>	1,100. <sup>00</sup>
6	02741	Asphalt Paving (includes base and subbase)	SY	12	195. <sup>00</sup>	2,340. <sup>00</sup>
7	03310	Rolled curb and gutter (ITD Std. Dwg. H-1 Section 5)	LF	105	54. <sup>00</sup>	5,670. <sup>00</sup>
8	03310	6' wide sidewalk (includes base and subbase)	SY	35	105. <sup>00</sup>	3,675. <sup>00</sup>
9	03310	15'x10' concrete pad	SY	17	125. <sup>00</sup>	2,125. <sup>00</sup>
10	03310	ADA Compliant Pedestrian Ramps per plans	EA	2	1230. <sup>00</sup>	2,460. <sup>00</sup>
11	03310	Miscellaneous concrete flatwork	SY	32	107. <sup>00</sup>	3,424. <sup>00</sup>
12	02750	Traffic Control (MUTCD TA-6)	Lump Sum	1	5,625. <sup>00</sup>	5,625. <sup>00</sup>
13	02923	Finish Grading (topsoil and re-seeding of disturbed areas)	Lump Sum	1	1,850. <sup>00</sup>	1,850. <sup>00</sup>
14	01705	Project Closeout	Lump Sum	1	6,000. <sup>00</sup>	6,000. <sup>00</sup>
TOTAL AMOUNT OF BASE BID SCHEDULE					# 49,844. <sup>00</sup>	



**BID ALTERNATE #1 – 5'-WIDE ASPHALT PATH**

Item No.	Ref.	Description	Unit	Approx. Quantity	Bid Unit Price	Bid Amount
1	02720	Construction Surveying	Lump Sum	1	480. <sup>00</sup>	480. <sup>00</sup>
2	02110	Site Clearing	SY	375	2. <sup>00</sup>	750. <sup>00</sup>
3	02211	Excavation	LS	1	1,008. <sup>00</sup>	1,008. <sup>00</sup>
4	02741	Asphalt Paving (includes base and subbase)	SY	125	73. <sup>00</sup>	9,125. <sup>00</sup>
10	02923	Finish Grading (topsoil and re-seeding of disturbed areas)	Lump Sum	1	725. <sup>00</sup>	725. <sup>00</sup>
<b>TOTAL AMOUNT OF BID ALTERNATE #1</b>						<b>\$12,088.<sup>00</sup></b>

Mountain Rides Transportation Authority  
Facilities Fund: FY2013 Budget, adopted 9/20/12

	Adopted Budget Oct. 1, 2012- Sept. 30, 2013	Revised Budget Oct 1, 2012 - Sep 30, 2013	Comments
<b>Income</b>			
41104 · Federal Funding - Stimulus	12,000.00	9,641.00	remainder funds for east fork
41105 · Federal Funding - State of Good Repair	0.00	0.00	
41106 · Federal Funding - 5309: Facility	624,000.00	800,000.00	purchase south valley facility
41106 · Federal Funding - 5309: Facility	160,000.00	0.00	construct new bays for s. valley, imprvmnts
41105 · Federal Funding - 5309 2011 Bus Livability	28,000.00	28,000.00	East Fork
41106 · Federal Funding - 5309 2011 Bus Livability	312,000.00	312,000.00	Hub with building included
43000 · Local Funding (see breakdown)	98,992.00	98,992.00	58 % of local capital contribution
43100 · Local-Ketchum	50,000.00	50,000.00	KURA for hub
48000 · Transfers	0.00	157,867.00	from Contingency Fund to balance to zero
49000 · Interest Earned	100.00	100.00	
<b>Total Income</b>	<b>1,285,092.00</b>	<b>1,456,600.00</b>	
<b>Expense</b>			
66100 · Construction- East Fork Shelters	13,000.00	12,500.00	shelter + glass and enclosed sides
66100 · Construction- East Fork curb, sdwlk, path	35,000.00	39,100.00	construct costs exclusive of shelter allocation
66200 · South Facility Acquisition	780,000.00	1,000,000.00	purchase south valley facility
66200 · South Facility Construct Improvmnts	187,500.00	0.00	
66300 · South Facility Design/Plan	12,500.00	0.00	
66400 · South Facility Move in	8,000.00	8,000.00	
66500 · Ketchum Facility Upgrades	12,000.00	7,000.00	paint, carpet, security upgrades
66000 Ketchum Transpo Hub	390,000.00	390,000.00	site dev plans, construct, signage/lighting, bldg
<b>Total Expense</b>	<b>1,438,000.00</b>	<b>1,456,600.00</b>	
	<b>-152,908.00</b>	<b>0.00</b>	
 Starting Fund Balance on 10/1/12	 20,000.00	 20,000.00	
Net Income for FY2013	-152,908.00	0.00	
Ending Fund Balance on 9/30/13	-132,908.00	20,000.00	

breakdown of local funding

Ketchum			44684
Hailey			5535
Bellevue			0
Blaine County			10507
Sun Valley			23447
Sun Valley CO			14819
total			98992



# Mountain Rides Agenda Item Summary

<u>Date:</u>	<input type="text" value="05/15/2013"/>		
<u>From:</u>	<input type="text" value="Jason Miller"/>		
<u>Subject:</u>	<input type="text" value="4C - Valley Route fares and bulk pass partnerships for June-Nov 2013"/>		
<u>Committee Review:</u>	<input type="radio"/> yes <input checked="" 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="Approve"/>		
<u>Fiscal Impact:</u>	<div>Operations Fund budget for remainder of FY2013 and first quarter of FY2014. With no changes being recommended and continued solid ridership, fares budget line item is estimated to be within budget and stable.</div>		
<u>Related Policy or Procedural Impact:</u>	<div>Financial Policy 104 - Accounts Receivable (Farebox receipts and pass sales).</div>		
<u>Background:</u>	<div>With the printing of the schedule every 6 months comes the opportunity to update Valley Route fares and bulk pass partnerships. Attached is the breakdown of fares including cash rates, pass rates and bulk/partnership rates. The only changes recommended from the last update is increasing the discount rate for larger purchases of passes in bulk.</div>		



## **MRTA SUMMER-FALL 2013 VALLEY ROUTE FARES**

### ***Cash Fares***

<b>Type</b>	<b>Fares (same as current)</b>
Cash Adult roundtrip between Bellevue and Ketchum or SV	\$6
Cash Adult roundtrip between Hailey and Ketchum or SV	\$5
Cash Adult one-way between Bellevue and Ketchum or SV	\$4
Cash Youth/Senior one-way between Bellevue and Ketchum or SV	\$3
Cash Adult one-way between Hailey and Ketchum or SV	\$3
Cash Youth/Senior one-way between Hailey and Ketchum or SV	\$2
Cash All Passengers between Bellevue and Hailey	\$1
Point to point trips within Hailey boundaries	\$0.50
Point to point trips within St Luke's to Ketchum/SV boundary	Free

### ***Pass Prices***

<b>Type</b>	<b>Price (no changes)</b>
Unlimited 6 month adult pass	\$340
Unlimited 3 month adult pass	\$175
Unlimited 1 month adult pass	\$65
Unlimited 3 month youth-senior pass	\$90
Adult pass pack (12 one-way tickets)	\$25
Youth pass pack (12 one-way tickets)	\$16
Adult pass value pack (24 one-way tickets)	\$45
Youth pass value pack (24 one-way tickets)	\$28

### ***Discount Pass Programs***

Non-profit pass purchases	25% off
Social services (Advocates, Hailey Clinic)	50% off
Bulk purchase of passes	3-10 passes: 10% off
	11-40 passes: 25% off (was 20% off, trying to encourage more bulk)
	41 or more: 35% off (was 30% off, trying to encourage more bulk)
Passes for disabled (also for cash fares)	50% off
5 and under	Free
Youth definition	6-18 years old
Senior definition	65 years old and up
JPA Partners (employees, dept. needs)	Free
Blaine County School District	\$23,500 for school year for students (only when school is in session) & staff
St. Luke's	\$12,000 for year for staff
YMCA	\$2.25 adults, \$1.50 kids (approx. \$2k per month billed)

For Board Approval – May 15, 2013



# Mountain Rides Agenda Item Summary

<u>Date:</u>	<input type="text" value="05/15/2013"/>		
<u>From:</u>	<input type="text" value="Admin"/>		
<u>Subject:</u>	<input type="text" value="4D - FY2014 Budget development update"/>		
<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 Budget adoption (all funds)."/>		
<u>Related Policy or Procedural Impact:</u>	<input type="text" value="n/a"/>		
<u>Background:</u>	<div>As of this meeting, the budget commitments known for our FY2014 budget year are:<ul style="list-style-type: none"><li>&gt; 5311 funding of \$705,000</li><li>&gt; 5316 old funding of \$108,000 (from previous awards)</li><li>&gt; 5310/5317 funding of \$77,000 (includes additional \$30k for Hailey Route)</li></ul>Local funding requests include:<ul style="list-style-type: none"><li>&gt; City of Ketchum = \$600,000 (no presentation yet)</li><li>&gt; City of Sun Valley = \$300,000 (no presentation yet, June 11th currently sch)</li><li>&gt; City of Hailey = \$78,000 (no presentation yet, June 3rd currently sch)</li><li>&gt; City of Bellevue = (no presentation yet)</li><li>&gt; Blaine County = \$153,000 (initial presentation/request complete)</li><li>&gt; Sun Valley Co = \$185,000 (initial presentation/request complete)</li></ul>As always, budget development and accompanying service levels are moving targets until commitments are known. Finance &amp; Performance hopes to work on better strategy going forward to allocate LOT percentages to MRTA.</div>		

# Mountain Rides Agenda Item Summary

<u>Date:</u>	<input type="text" value="05/15/2013"/>		
<u>From:</u>	<input type="text" value="Jason Miller"/>		
<u>Subject:</u>	<input type="text" value="4E - Midyear strategic planning workshop"/>		
<u>Committee Review:</u>	<input type="radio"/> yes <input checked="" type="radio"/> no	<u>Committee Purview:</u>	<input type="text" value="N/A"/>
<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="Included in adopted FY2013 budget."/>		
<u>Related Policy or Procedural Impact:</u>	<input type="text" value="Adopted strategic business plan initiatives (attached)"/>		
<u>Background:</u>	<input type="text" value="As part of my return, I am requesting that we have a midyear strategy session to touch base on the adopted initiatives and make adjustments going forward. This could be a special meeting or board workshop and would be something that should take 2-3 hours. This midyear workshop would result in an update to the initiatives for the remainder of the year and would allow for the full board to strategize on important topics including funding, capital needs and organizational capacity."/>		



## 2013 Strategic Business Plan Workshop: Identified Priorities

Updated Feb 2013

Area	Initiative	Description	Estimated time to complete (annual total)	Staff Lead	Committee Involvement	Financial impact?	Start	On Committee agenda	On board agenda	Completed
Long term planning	Develop a 5 year transportation plan	Define internal and external vision for how to grow, adapt and even shrink through a menu of options define what existing service costs and what growth opportunities exist. Include contingency plan for shortfalls.	160	Jason and Jim	Planning & Marketing - develop options, review plan	None	Started	Feb, March, April	May, June	June
	Review by-laws and JPA	Look at needed changes to by-laws. Also start to compile needed changes to Joint Powers Agreement for 2015 expiration.	80	Jason	Both - P&M to look at options for regionalization; F&P to look at legal and policy implications	None	June	Aug	Sept	Oct-Nov
	Evaluate dedicated local option tax funding	Research possibilities for creating a dedicated LOT that would allow for stabilized funding for public transportation	100	Jason	Finance & Performance - look at ways to structure more dedicated funds	May require some external expertise to research	Apr	June, July	Aug	Nov
	Carry out origin - destination study	In order to better understand how the benefits of the MR system are related to the different cities, we need to understand where people get on and off, particularly for Ketchum	80	Jim	Planning & Marketing - review staff work	None	March	April, May	June	August
Capital Projects	Establish new direction for South Valley facility	Look at other locations for facility, figure out larger short-term rental, and develop service plan with options for Bellevue	200	Jason and Wendy	Both - P&M to look at options for site locations; F&P to look at financial impact of sites	Funding structure may have to change for different approach to project	Started	Feb, March	April	May
	Finish Ketchum Transportation Hub project	Complete public open house process and turn over final location(s) to city of Ketchum for their input and direction on next steps	100	Jason and Kim	Both - P&M to look site concept, F&P to review funding and grant	Already budgeted in capital accounts for final outreach and design	Started	March, April, July	April, July, October	2014
	Complete fuel path study	We need guidance on the pros and cons of various fuel systems including traditional diesel, compressed natural gas (CNG), and hybrid/electric.	50	Rod	Finance & Performance - look at financial impact of different fuels	Already budgeted in capital accounts for study	March	April	May	June

	Build East Fork shelter/pathway	Bid and construct shelter and pathway at East Fork (both sides if funding allows). Goal of completion by early July.	80	Wendy	Both - P&M review site plan; F&P to balance needed funds	Already budgeted in capital accounts for construction	Started	March	April, July	July
Financial Sustainability, Performance and Accountability	Develop capital account allocation policy	With recent requests to shift when and where capital contributions from a funding partner are applied, we need to develop a policy that defines the process for allocating such capital funding.	40	Wendy	Finance & Performance - set direction, oversee staff work	None	June	June, July	August	September
	Adopt funding allocation	We spent a lot of time in 2011 developing a construct that defines how operating funds are used relative to the service provided in a given jurisdiction. We need to go back to that work, refine it and adopt it.	120	Jason	Finance & Performance - review previous work, set direction, oversee staff work	None	Feb	March	April	May
	Refine and implement key performance indicators dashboard	We have data that we collect that needs to be presented in an easy to understand way that allows for insight into our overall organizational performance. We have started this effort but have not picked final indicators and how they will be presented	40	Jason	Finance & Performance - review previous work, set direction, oversee staff work	None	April	May	June	July
	Refine budget adoption strategy	Improve overall process and make sure we start earlier, have a clearer plan with service options/impacts, and try for a broader dialogue with all funding partners on the MR system concept.	160	Jason and Wendy	Finance & Performance - review previous work, set direction, oversee staff work	None	Feb	March	April	May
	Develop capital gift policy	If a funding partner gives us a capital asset, we need a policy that defines receipt, use, expectations and depreciation.	20	Wendy	Finance & Performance - give policy direction	None	August	September	October	November
Technology Path	Electronic fare kiosks and purchasing tickets online	Look at further opportunities for improving access and ease of fare payments on the Valley Route.	40	Jason and Wendy	Both - P&M to look at operating impacts; F&P to review budget	May require additional grant funding to implement	September	October	November	December
	Route Match project	Determine direction for final acceptance of Route Match technology (or cancel project). Either develop final milestones for acceptance or determine how to unwind from project completely.	120	Jim, Rod K and Jason	Both - P&M to review system performance; F&P to review contract compliance and acceptance	Financial impacts of canceling project are unknown	January	February	March	April



T	Evaluate new technology opportunities	Look at other opportunities including surveillance cameras, mobile device customer info, and automated counters.	80	Jim, Rod K and Rod	Both - P&M to look at operating impacts; F&P to review budget	May require additional grant funding to implement	March	June	August	October
Catch all	Unknown projects or initiatives	This is a placeholder for other projects that will inevitably crop up during the course of the year	200	TBD	?	?	?	?	?	?
			1670	(all projects)						

Estimated Available Hours	
Staff	Hours
JM	500
JF	100
KM	400
RD	250
WC	300
RK	100
Candice	180
<b>Total</b>	<b>1830</b>



## Minutes

**Planning and Marketing Committee, Wednesday, 5/1/13, 1:00pm**

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

Meeting start: 1:05pm

In attendance: Steve Wolper, Jim Finch, Nils Ribí, Wendy Crosby, Jason Miller, Sarah Michael and Kim MacPherson.

### 1) Discuss timeline and tasks for the Ketchum Transportation Center

Jason gave an update on the Ketchum Transportation Center (aka, 'Ketchum Transfer Point', 'Town Transfer Point;' name to be determined). We reviewed and approved the concept in the preliminary sketch that Gordon Shaw sent to us with the caveat that specific approval of the concept be obtained from Ketchum Street and Emergency Services departments. Steve suggested that a rendering be created to show the proposed improvements in front of the Chamber and the Elephant's Perch. We will put this on the agenda for May and go to the Ketchum City Council on May 20<sup>th</sup>.

### 2) Update on capital projects: South Valley Facility and East Fork Bus turnout and pathway

Wendy gave an update on the South Valley Facility. We have put in our hardship application and waiting to hear if we get approved.

On the East Fork update, due to the high cost of the sole bid exhausting all presently available funding, the committee recommends building the project without the alternates of the paved pathway and additional curb ramps and work towards getting the pathway and curb ramps finished later. We will put on the May agenda for approval.

### 3) Review Bike Share launch plan and May Bike month events

Jason gave an update of the 5B Bike share program. Soft launch has started with full launch to be in mid-June to early July. The long-term goal is to have the Bike Share program expand to Ketchum/Sun Valley and be self-sustaining.

Kim gave an update about the bike events coming up: Bike to Work/School Day on May 17, Bike Swap on May 17 & 18 and Bike Challenge weeks for the kids May 20-31. She requested BOD help/participation, especially at the Bike Swap.

### 4) Update on progress against Marketing & Communications Plan

Kim gave an update on the progress of marketing. She has made significant progress in outreach to visitors, hotel/condo guests. The web site has been revised to make it more intuitive and user friendly with a FAQ section designed to reduce the need for customers to physically call the office for information. We will have the survey #'s for June committee meeting.

### 5) Discussion on WRMS bus capacity issue

Jim gave an update on the WRMS school students trying to get on the Valley and Hailey routes after school every day. We discussed bus capacity and how to decide who gets on which bus. There was consensus that MRTA establish an internal standard for seated and standee capacities for each vehicle and that drivers be made aware of these capacities.

**6) Other items to come before the committee**

Routematch will be installing tough pads this month.

Sarah suggested having a stakeholder retreat with funding partners in the fall.

Try to set up a strategic planning meeting for the summer.





## Minutes

### Finance and Performance Committee

#### Special Meeting, 4/22/13, 11:00am

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

Attendance: Susan McBryant, Mark Gilbert, Sarah Michael, Michael David, Jason Miller, Wendy Crosby, Rod Domke

- 1) Reviewed federal funding picture. Committee decided that FY2014 priorities were to:
  - maintain existing service levels (i.e. summer 2013 with elimination of Valley 3 but revert to full route on mid-day trips)
  - increase to half hour service on Blue
- 2) Reviewed federal and local funding chart. Committee requested that staff add the percentage of LOT that has gone to MRTA over the past few years.
- 3) Reviewed draft budget for FY2014.
- 4) Discussed approach for making local funding requests. Committee decided to request the following amounts:
  - Blaine County \$153.5K (on basis of stepping up to cover for Bellevue to maintain Valley service)
  - Ketchum \$600K (on basis of covering increased service on Blue to ½ hour year round)
  - SV \$300K (on basis of covering existing service costs for SV)
  - Hailey \$78K (on basis of covering service cost increases and additional service to cover Middle School overflow service)
  - SV Co \$185K (on basis of covering service cost increases)
- 5) Reviewed performance indicators dash board status. Committee recommended that staff come up with 3-5 performance indicators and that it be put on the May Board agenda for approval. Committee also requested that Agenda Cover Sheets be standardized with the proposed action, funding implications for this fiscal year and going forward, and a discussion. Standardized staff reports were also requested.
- 6) Discussed changes to Finance and Performance Committee work flow. Committee would like financial data to be more complete before coming to the committee and going forward financial data will be presented one full month in arrears (i.e. April financials presented at the June F & P meeting).
- 7) This meeting will replace the May meeting. Next F& P meeting to be June 5.

Meeting adjourned 1:10 PM

# Mountain Rides Staff Report

Date:

Staff Member:

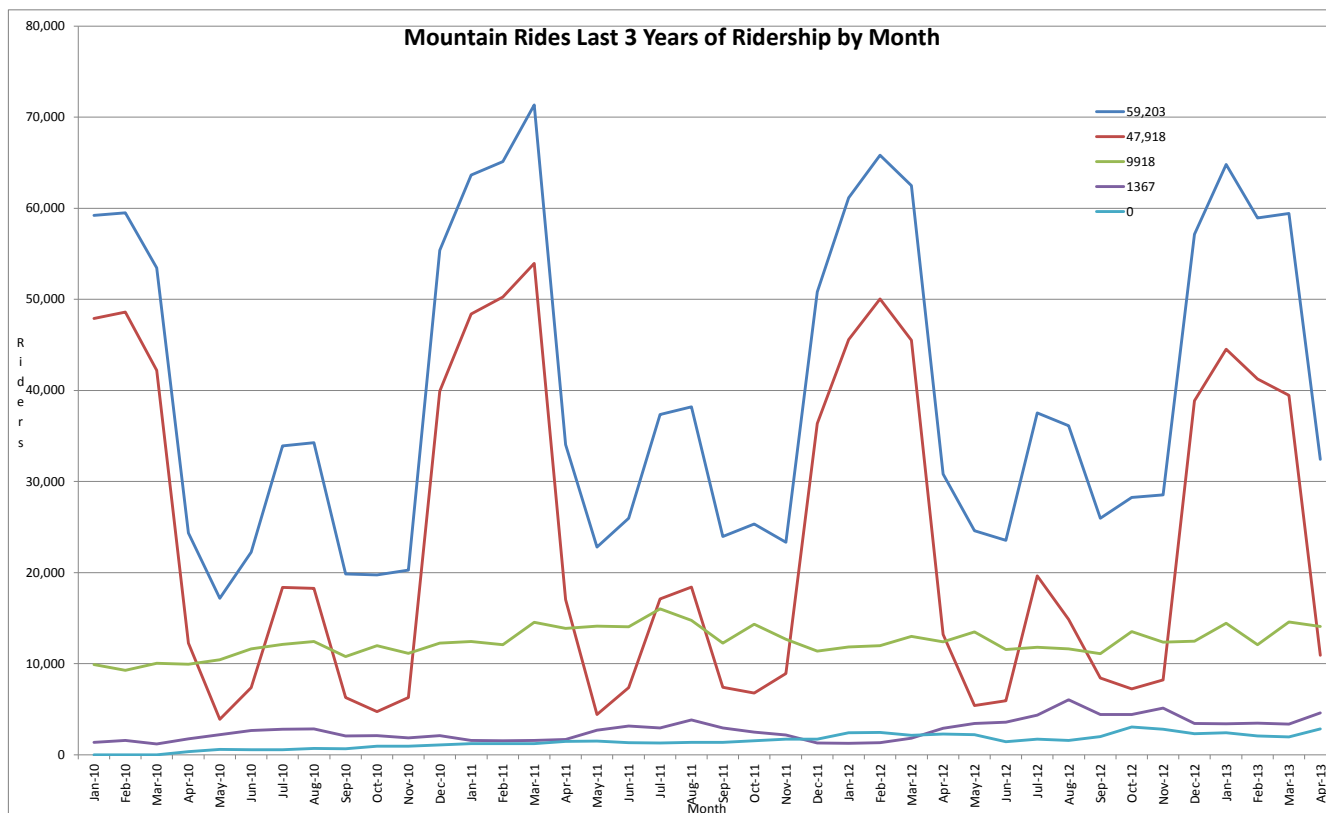
Department:

Performance  
Overview:

Department  
Highlights from the  
Previous Month:

Progress on  
projects/initiatives:

Challenges/  
Opportunities:





# MOUNTAIN RIDES HAILEY TOWN BUS RIDERSHIP STATS

## HAILEY TOWN BUSES RIDERSHIP BY CALENDAR YEAR

	2010	2011	2012	2013
January	0	1,247	2,442	2,440
February	0	1,229	2,464	2,085
March	0	1,228	2,152	1,986
April	368	1,483	2,282	2,831
May	611	1,527	2,315	
June	575	1,343	1,542	
July	575	1,307	1,710	
August	697	1,384	1,689	
September	659	1,360	1,997	
October	935	1,542	3,047	
November	967	1,734	2,820	
December	1,074	1,740	2,330	
Total	6461	17124	26790	2440

0% \$.50 Hailey fare on Valley route effective 11/12/11

-15%

-8%

24%

Woodside construction project impacts 6/20/12

# MOUNTAIN RIDES TOWN BUS RIDERSHIP STATS

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013		
January	49,369	56,271	57,189	48,750	48,242	37,096	44,109	47,918	48,378	45,575	44,528	-2.3%	January
February	47,456	51,413	48,292	46,915	39,340	41,742	47,263	48,617	50,266	50,033	41,268	-17.5%	February
March	46,705	56,296	48,472	47,405	39,263	44,609	40,766	42,220	53,964	45,525	39,478	-13.3%	March
April	13,880	14,965	16,441	17,424	7,869	14,671	9,379	12,259	17,034	13,222	10,927	-17.4%	April
May	3,352	3,926	3,551	3,736	3,434	4,318	3,854	3,906	4,437	5,588			May
June	10,434	10,129	9,153	10,700	12,738	13,000	8,535	7,372	7,395	6,923			June
July	25,124	20,025	20,680	20,394	23,701	24,769	17,784	18,372	17,105	19,661			July
August	27,919	22,060	20,047	23,095	22,982	23,017	18,408	18,266	18,423	16,353			August
September	4,223	6,022	8,979	10,183	8,478	6,028	6,995	6,306	7,404	8,437			September
October	11,370	11,980	12,110	9,377	10,073	9,644	8,159	4,753	6,780	7,224			October
November	5,052	4,636	6,235	5,101	3,333	3,441	4,992	6,305	8,913	8,225			November
December	38,892	39,627	36,438	29,369	27,579	30,070	34,198	39,929	36,385	38,882			December
	283,776	297,350	287,587	272,449	247,032	252,405	244,442	256,223	276,484	265,648	136,201		TOTALS
	#REF!	5%	-3%	-5%	-9%	2%	-3%	5%	8%	-4%			
	#REF!	13,574	(9,763)	(15,138)	(25,417)	5,373	(7,963)	11,781	20,261	(10,836)			

2013= 140,127  
2012= 147,686

# MOUNTAIN RIDES VALLEY BUS RIDERSHIP STATS

## VALLEY RIDERSHIP BY CALENDAR YEAR

	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	
January	0	1,716	2,404	2,607	2976	3907	7556	8753	9918	12444	11853	14444	21.9%
February	0	1,726	2,378	2,586	2699	3808	7771	8246	9296	12080	11982	12096	1.0%
March	0	1,727	2,558	2,825	3125	4113	8098	8549	10055	14543	13003	14578	12.1%
April	0	1,598	2,312	2,493	2483	3689	8717	7759	9949	13870	12400	14086	13.6%
May	0	1,451	2,189	2302	2543	4622	9628	6404	10451	14140	13500		
June	0	2,101	3,158	3316	3826	5731	12027	9650	11650	14050	11576		
July	1,431	2,513	3,311	3389	4374	6902	12992	10111	12134	16013	11819		
August	1,998	2,623	3,346	3475	4879	7041	11240	9490	12455	11627	11621		
September	2,028	2,108	2,678	2565	3259	5418	9652	8862	10788	12481	11117		
October	1,630	2,249	2,526	2537	3525	6054	10347	9412	11973	13903	13531		
November	1,468	1,923	2,463	2407	3209	5375	7835	8942	11159	12673	12365		
December	1,440	2,586	2,616	2664	3203	5817	8299	8644	12280	11390	12491		
	9,995	24,321	31,939	33,166	40,101	62,477	114,162	104,822	132,108	159,214	147,258		
		143%	31%	4%	21%	56%	83%	-8%	26%	21%	-8%		
		14,326	7,618	1,227	6,935	22,376	51,685	-9,340	27,286	27,106	-11,956		



## MOUNTAIN RIDES VAN POOL RIDERSHIP STATS

### VANPOOL RIDERSHIP BY YEAR

	2006	2007	2008	2009	2010	2011	2012	2013	Yr over Yr %	
January		226	880	1056	1367	1576	1270	3405	168%	January
February		291	742	1010	1595	1552	1335	3472	160%	February
March		381	1103	1198	1195	1600	1820	3372	85%	March
April		342	2008	1902	1774	1686	2930	4592	57%	April
May		403	3240	2726	2230	2696	3456			May
June		916	3753	3325	2666	3170	3599			June
July		1277	4198	3177	2826	2940	4354			July
August		1401	3937	3160	2850	3841	6053			August
September		1517	4056	2492	2090	2940	4438			September
October		1850	4202	2258	2105	2495	4443			October
November		1226	2632	1522	1860	2167	5128			November
December	134	933	1254	1290	2100	1310	3635			December
Total	134	10763	32005	25116	24658	27973	42461	14841		TOTALS
			197%	-22%	-2%	13%	52%			
			21,242	-6,889	-458	3,315	14,488			

SVCo +4 vans

# Mountain Rides Staff Report

Date:

05/15/2013

Staff Member:

Rod Domke

Department:

Maintenance

Performance  
Overview:

No loss of employee time due to accidents/injury in 667 days.  
Maintenance Goal - No vehicle breakdowns within 10,000 mile intervals.

Department  
Highlights from the  
Previous Month:

It is great to have Jason back! Our team is complete once again!

We purchased two vans from Sun Valley Company last week, which have been prepped and are ready for service. This brings our inventory up to 18 vans.

We have completed assembly and inspection of the SOBI bicycles. They are being tested on a soft launch in Hailey this month.

We have resumed weekly bus stop and shelter cleaning.

Great team effort! Kudos to everyone!

Progress on  
projects/initiatives:

MRTA in partnership with the City of Hailey has completed another bus stop shelter at main and croy. The City of Hailey performed the site work, and MRTA employees Bill Green, Teo Leon and myself erected the shelter.

All the signs for the SOBI bike hubs have been completed and installed.

Per the request of Operations, we have shortened intervals on the Preventative Maintenance Inspections on long distance van pool vans which will increase passenger comfort and safety.

Challenges/  
Opportunities:

With our aging fleet, it is difficult to reach our 10,000 mile performance goal. Although, we have had only four such incidents to date this fiscal year.

Maintenance staff needs to be increased with at least one experienced mechanic. Van pool continues to grow and maintenance needed on buses has been increasing due to the age of our fleet.

# Mountain Rides Staff Report

Date:

05/15/2013

Staff Member:

Kim MacPherson

Department:

Marketing Outreach

Performance  
Overview:

Department  
Highlights from the  
Previous Month:

Implementation of the Marketing Plan is ongoing with grass roots outreach to the hotels with the "table tents", property mgmt company maps and quick reference guides.  
I'm working on updating the maps in the phone book with Evelyn Phillips and looking for various places I can get free ads placed.  
Working with homeowner associations to get into their newsletters regarding our bus routes.  
I continue to work with non-profits and letting them know about our pass program.  
There are several events coming up: Senior day at the Senior Connection and having a table for the half marathon event.  
The Website has been updated and looks great. It is also much easier to edit. Please check it out.

Progress on  
projects/initiatives:

Bike to Work/School day is this Friday, May 17th.  
Our 8th annual Bike Swap is Friday and Saturday, May 17 & 18.  
  
Our summer schedule is in process now. I would like to have it sent to the board the last week of the May for your review. Then have it off to the printer by June 3rd at the latest. The new schedule will begin June 15th.

Challenges/  
Opportunities:



# Mountain Rides Staff Report

Date:

05/15/2013

Staff Member:

Wendy Crosby

Department:

Business-Finance

Performance  
Overview:

Department  
Highlights from the  
Previous Month:

~very happy to have Jason back on board to share in the workload!

Progress on  
projects/initiatives:

~Submitted the ADA Curb Ramp grant application with sponsorship by Blaine County. MRTA has applied for \$13,500 to complete curb ramps at the East Fork intersection.

~East Fork project ready to begin once Board approves

~South Valley facility continues to be an ongoing project

~as noted in the F & P minutes, the committee decided that financials would be presented with a one month lag. Accordingly no financials are presented this month. April numbers will be reviewed in June.

Challenges/  
Opportunities:

~ managing the financial and accounting workload with budget presentation work, capital projects and grant work is proving challenging

~MRTA has used all 5311 funding for this grant period and until we receive 2013 grant agreements there are no additional funds available. This will present cash flow challenges if the agreements are not executed within the next 60 days.

# Mountain Rides Staff Report

Date:

05/15/2013

Staff Member:

Jason Miller

Department:

Executive Director

Performance  
Overview:

Ahead of next month's June board meeting, we are working on more targeted, easy to understand performance metrics.

Department  
Highlights from the  
Previous Month:

For me, this past month was largely spent on getting back up to speed, especially on funding issues. I travelled to Boise to understand the federal funding picture and to make an argument that Mountain Rides' funding for FY14 was not decided fairly. Unfortunately, no changes were made to the funding recommendations and MR will face a reduction in federal funding, although ITD has allowed MR to keep some older federal funding for the Valley Route to help smooth out the decline in funding. Also, Hailey Route was awarded an additional \$30,000 for FY14.

On the local funding, I have made a funding presentation to Blaine County, which was well received considering the increase we are asking. Upcoming funding requests include City of Hailey on June 3rd and City of Sun Valley on June 11th. I have also had preliminary discussions with Sun Valley Co.

Progress on  
projects/initiatives:

- Easier to understand reports and board agenda format: This month we have launched a new template format for board agenda items and staff reports. We hope to standardize the information presented and will continue to improve these going forward. Performance metrics will also follow in June with standardized formatting.
- On marketing and outreach, the new website was launched and Google Transit mapping was updated.
- RouteMatch will be in town the week of May 20th to do final implementation with the new ToughPads and
- As part of my return to MR, I have researched leadership programs and am recommending Leadership APTA.

Challenges/  
Opportunities:

The opportunity for additional local funding to help with federal funding declines looks possible as LOT receipts are up; however, the overall funding picture continues to look challenging going forward. Although we now have an idea of what the federal operating funding looks like, federal funding for future capital projects is not defined yet. The state does know there is a shortfall in funding for replacement buses and discussions have begun on how to address this capital equipment shortfall. Ideas include pooling equipment, refurbishing equipment instead of purchasing new, and right-sizing equipment to the service provided.



RECORDED

**SPECIAL BOARD MEETING MINUTES  
MOUNTAIN RIDES TRANSPORTATION AUTHORITY  
Wednesday, April 3, 2013, 2:45pm  
Sun Valley City Hall Council Chambers, Sun Valley, Idaho 83353**

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 Special Meeting at Sun Valley City Hall, Sun Valley, Idaho.

**PRESENT:** Chairman Susan McBryant, Secretary Steve Wolper, Peter Everett, Sarah Michael, Nils Ribi, Michael David and Joe Miczulski

**ABSENT:** Vice-Chairman Mark Gilbert

\*\*\*\*\*

**1. CALL TO ORDER**

Chairman Susan McBryant called to order the meeting of Wednesday, April 3, 2013 at 2:50 p.m.

**2. Board member Nils Ribi made a motion to go into Executive session pursuant to Idaho Statute 67-2345(1)(a) (to discuss personnel) at 2:51pm. Motion seconded by Board Member Peter Everett. Roll call: Susan McBryant yes, Peter Everett yes, Sarah Michael yes, Nils Ribi yes, Michael David yes, Joe Miczulski yes and Steve Wolper yes. Motion passed unanimously.**

The Mountain Rides Board of Directors returned to Open Session at 3:13 p.m.

**3. Action Item: Peter Everett moved to hire Jason Miller as the new Executive Director of the Mountain Rides Transit Authority effective April 15, 2013 at the compensation rate he was at when he vacated the position 2/22/13, with benefits accruing at the rate of a 7 year employee, and subject to a memorandum of understanding regarding professional development training and term of employment commitments. Sarah Michael seconded and motion was approved unanimously.**

**4. ADJOURNMENT**

With no other business to come before the Board, Board Member Peter Everett moved to adjourn the meeting at 3:15 p.m., seconded by Board Member Steve Wolper. Motion passed unanimously.

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Chairman Susan McBryant

cc: Commissioner Angenie McCleary, Blaine County  
Susan E. Robertson, Sun Valley City Administrator  
Gary Marks, Ketchum City Administrator  
Sandy Cady, Ketchum City Clerk  
Heather Dawson, Hailey City Administrator  
Mary Cone, Hailey City Clerk  
Dee Barton, Bellevue City Clerk  
Tess Cenarrusa, Carey City Clerk  
Randall Patterson, Carey Mayor



RECORDED

**REGULAR MEETING  
MOUNTAIN RIDES TRANSPORTATION AUTHORITY  
Wednesday, April 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 (by phone), Sarah Michael, Joe Miczulski,  
and Nils Ribi.

**ALSO PRESENT:** Mountain Rides Executive Director Jason Miller  
Mountain Rides Operations Manager Jim Finch  
Mountain Rides Maintenance and Facilities Manager Rod Domke  
Administrative Support Coordinator Kim MacPherson

\*\*\*\*\*

**1. CALL TO ORDER**

Chairman Susan McBryant called to order the meeting of Wednesday, April 17, 2013 at 12:00 noon.

\*\*\*\*\*

**2. Comments from the Chair and Board Member thoughts**

Mountain Rides Chairman Susan McBryant and Interim Director/Business Manager/Treasurer Wendy Crosby attended the District Coordination Council (DCC) meeting. The DCC is reviewing funds available from the federal government in order to make a recommendation to ITD on how to allocate the funds.

Chairman McBryant recently presented the Mountain Rides regular update to the Sun Valley City Council. Board Member Nils Ribi commended Chairman McBryant on her presentation.

**Board Member Sarah Michael moved to add Blaine County Recreation District's Tax Levy Ballot as Action Item 4.g. on today's agenda. The tax levy ballot was approved by the Mountain Rides Planning and Marketing Committee after this meeting agenda was distributed. Motion seconded by Board Member Steve Wolper, and passed unanimously.**

**Chairman Susan McBryant moved to add a BikeShare Member Agreement for consideration as Action Item 4.h. on today's agenda. The Agreement was just received and needs Board review prior to launch of the BikeShare program. Motion seconded by Board Member Michael David, and passed unanimously.**

Board Member Mark Gilbert arrived at this time.

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

- Matt Bauer, on behalf of his 12-year-old daughter, a Wood River Middle School student, said he had moved his two children from Woodside Elementary to Hailey Elementary. His children would have to miss 15 minutes of school each day in order to ride the school bus home, but Mountain Rides' schedule was perfect and the kids could ride free. A couple months ago, his daughter said Middle School kids were told they should ride the Hailey circulator. But his daughter decided to wait for the Valley bus, which was less crowded and rowdy. Bauer said that Mountain Rides accepted funds from the School District to transport school kids, and they should be treated like any other paying customer.

Mountain Rides Executive Director Jason Miller said the School District contributes to Mountain Rides because so many kids prefer to ride Mountain Rides over the school buses. Northbound and southbound buses leaving the Middle School when the kids get out of school have capacity issues, so Mountain Rides added an additional bus. Some kids only ride the bus for a couple blocks from the Middle School to downtown Hailey, so the southbound Hailey circulator supplements the service. Since the circulator stops at the south end of Woodside, drivers ask the students to give Bellevue kids priority on the Valley Route so they can get all the way home.

Board Member Gilbert said the Finance and Marketing Committee would discuss the issue and notify Mr. Bauer with the results of their discussion.

Board Member Steve Wolper disclosed that he had discussed the issue with Mr. Bauer. He said the Board should ask why kids would rather ride the Mountain Rides bus than the School bus.

Mr. Bauer said there is also apparently an issue with behavior on the bus. He suggested the buses have cameras; and the driver should simply stop the bus and evict an unruly student.

**4. Action items and discussion items**

**a. Action Item: Approve Committee Job Descriptions**

**Board Member Peter Everett moved to approve the Committee Job Descriptions. Motion seconded by Board Member Joe Miczulski, and passed unanimously.**

**b. Action Item: Approve FY2013 Budget Revisions and Allocation of FY2012 Excess Operating Funds to MRTA Operating Fund**

The MRTA Board has discussed the transfer of excess operating funds in a couple previous meetings. Finance and Performance Committee Chairman Mark Gilbert said the budget is up-to-date and he has reviewed it with staff. The committee wanted to leave excess funds in the budget to provide flexibility due to the number of unknowns in FY2013.

Board Member Ribi asked questions about the budget and made some suggestions on minor revisions.

Board Member Ribi questioned the transfer of \$157,000 out of the Contingency Fund to buy a south county facility, considering federal funding cuts and unknown local funding levels. He suggested the Board approve the FY2013 Budget except for the changes to the Contingency Fund and Facilities Fund. Board Member Gilbert said the transfer makes the money available, but does not commit MRTA to purchase a south facility.

Board Member Gilbert asked if the Facilities Fund will need to be adjusted based on a decision on the East Fork facility. Executive Director Miller said this decision would be addressed later in the meeting in Executive Session.

**Board Member Nils Ribi moved to approve the Mountain Rides Transportation Authority Revised Operating Budget for FY2013, as presented; the revised Mountain Rides Capital Equipment Budget for FY2013, as presented; and the revised Workforce Housing Fund for FY2013, as presented. Motion seconded by Board Member Mark Gilbert. Motion passed unanimously.**

**c. Action Item: Proposed Summer Service changes**

These changes are due to a budget shortfall due to the south valley facility not moving to a less expensive facility.

Board Member Michael said the Planning and Marketing Committee recommended the service cuts based on the projection that MRTA would be in an operating deficit; but the current budget has an operating surplus for the remainder of FY2013. Board Member Gilbert said the surplus comes from funds transferred into the operating budget from Capital Accounts, which are meant to be used for a South Facility. The main Contingency Fund, which provides cash flow, is now minimal.

**Board Member Mark Gilbert moved to approve the recommendation of the Planning and Marketing Committee for service reductions, Items 1, 3 and 5. Motion seconded by Board Member Peter Everett.** In discussion, Board Member Ribi said the added Item 8 Symphony Run was included in the contract with the City of Sun Valley. Mountain Rides Operations Manager Jim Finch said the adjustment to Option 2 was to minimize impacts on existing riders. Board Member Michael said service levels would probably have to be cut next fiscal year, but she didn't feel the FY2013 budget warranted budget cuts which would impact built-up ridership at this time. Board Member Gilbert said the sooner service was reduced, the less it would have to be cut next fiscal year. **Motion passed with Board Members Sarah Michael and Michael David opposed.**

**d. Discussion Item: Federal Funding for FY2014**

Mountain Rides Executive Director Jason Miller said the District's recommendations would go to the Public Transportation Advisory Committee the following week.

**Board Member Michael moved to ask the MRTA Board to reconsider its service cuts until their next Board meeting and see if funding partners can make up the difference. Motion seconded by Board Member Michael David.** In discussion, Executive Director Miller said ITD funds may be available to cover some of the funding gap. More information will be available by the May Board meeting. **Board Member Sarah Michael withdrew her motion.** Summer service changes will be on the next Board meeting's agenda.

**e. Discussion Item: Preliminary FY2014 Budget Concepts and Process**

Executive Director Miller is looking for guidance to prepare the Mountain Rides FY2014 budget request to Blaine County next week. Board Member Michael said MRTA should ask the County for at least \$30,000 more; and all MRTA Board members have to ask their jurisdictions for more money.

Board members will schedule time to discuss the MRTA budget with Executive Director Miller.

**f. Action Item: Approve award for bid of East Fork pathway and bus turnout construction**

MRTA's project budget is \$48,000. The bid to do the budgeted project is about \$67,000, including installation of shelters.

Operations Manager Finch said only about five people currently use the stop on daily average. The stop is very substandard, and could potentially be eliminated without the improvements. Executive Director Miller said the project was designed to meet ADA requirements and use federal money. He can approach FTA for additional money for the project. Since there's only one bid, Mountain Rides can negotiate with the bidder and project engineer.

Board Member Wolper said it was an important stop to keep. It had good visibility, and more people would probably use it if it weren't right on the highway.

**g. Blaine County Recreation District's May 2013 Tax Levy ballot**

Board Member Michael said bike-ped is part of Mountain Ride's mission statement. She asked the MRTA Board to support the Rec District's ballot for a two-year tax levy to repave and reconstruct the Wood River Trail.

**Board Member Sarah Michael moved that Mountain Rides support the Blaine County Recreation District's May 21<sup>st</sup> Ballot Measure to establish a two-year tax levy for the purpose of repaving and reconstructing the Wood River Trail. Motion seconded by Board Member Peter Everett.** In discussion, Board Member Ribí recused himself from voting since the City of Sun Valley had not taken a stand on the tax levy ballot. **Motion passed with Sun Valley appointed Board Members Nils Ribí and Mark Gilbert abstained.**

**h. BikeShare Agreement**

BikeShare needs the Board's approval of the Member Agreement, subject to MRTA's attorney review, to begin signing trial memberships in late April and May. Three businesses are already interested in sponsoring bikes.

**Board Member Michael moved to authorize the chairman to sign the BikeShare Agreement for BikeShare members, subject to legal review and revisions. Motion seconded by Board Member Gilbert. Motion carried unanimously.**

Bikes are now available outside the Hailey Library. Allen & Company may be interested in providing a start for the BikeShare program in the north valley.

**5. Committee reports****a. Planning and Marketing Committee report from Chair Steve Wolper  
Committee members approve minutes for April.**

Board Member Ribí made a revision to the minutes. Planning and Marketing Committee members approved the minutes of the meeting, as amended.

**b. Finance and Performance Committee report from Chair Mark Gilbert  
Committee members approve minutes for April.**

Finance and Performance Committee members approved the minutes of the meeting.

**6. Staff reports****a. Transit report from Operations with March 2013 ridership**

Operations Manager Jim Finch said March ridership was soft. When the mobile onboard Rangers were updated the end of March, MRTA lost 10 days worth of data, so staff researched past data and submitted their best ridership estimate. There was a significant drop in ridership on the Gold and Red routes.

The only accident last winter was an ADA accident which occurred in January in Hailey and was brought before you at February's Board meeting. This accident has resulted in a claim about improper use of the wheelchair lift.

**b. Maintenance report**

Maintenance and Facilities Manager Rod Domke said the wayfinding signs are now on the Hailey shelters. Weather has hampered getting the signs installed on shelters in Ketchum and Sun Valley. VanPool is growing and a new van has been purchased.



**c. Bike-Ped report**

Administrative Support Coordinator Kim MacPherson said volunteers were needed for Bike to Work Day. The Bike Swap is the same day.

**d. Business Manager**

No report.

**e. Executive Director report**

No additional report.

**7. Consent Calendar items****a. Approve minutes – March regular board meeting, March special Board meetings****b. Receive and file March 2013 Financials****c. Receive and file March 2013 Bills Paid**

The signature line on the March 11 and March 16 meetings needs to be changed. Minor revisions were made to the March 20 minutes.

**Board Member Joe Miczulski moved to approve the Consent Calendar for April 17, 2013, seconded by Board Member Steve Wolper. Motion carried with seven in favor and Board Member Mark Gilbert abstained since he was not present at the meeting.**

Board Member Michael David left the meeting at this time.

**8. EXECUTIVE SESSION**

**Board Member Nils Ribi moved to go into Executive Session to discuss acquisition of real estate, pursuant to Idaho Code 67-2345 1(c) and pending litigation, pursuant to Idaho Code 67-2345 1(f), at 1:45pm, seconded by Board Member Sarah Michael. Roll call: Chairman Susan McBryant yes, Board Members Mark Gilbert yes, Steve Wolper yes, Peter Everett yes, Sarah Michael yes, Joe Miczulski yes, and Nils Ribi yes. Motion passed unanimously.**

**9. ADJOURNMENT**

**With no other business to come before the Board, Mark Gilbert moved to adjourn the meeting at 2:26 p.m., seconded by Joe Miczulski. Motion passed unanimously.**

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Chairman Susan McBryant

cc: Commissioner Angenie McCleary, Blaine County  
Susan E. Robertson, Sun Valley City Administrator  
Gary Marks, Ketchum City Administrator  
Sandy Cady, Ketchum City Clerk  
Heather Dawson, Hailey City Administrator  
Mary Cone, Hailey City Clerk  
Dee Barton, Bellevue City Clerk  
Tess Cenarrusa, Carey City Clerk  
Randall Patterson, Carey Mayor