

Mountain RIDES

RECORDED

**REGULAR MEETING
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, September 18, 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 Joe Miczulski, Nils Ribi, Michael David, and David Patrie. Peter Everett participated via telephone.

ALSO PRESENT: Mountain Rides Executive Director Jason Miller
Mountain Rides Business Manager/Treasurer Wendy Crosby
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, September 18, 2013 at 12:07 p.m.

2. PUBLIC HEARING

None.

3. COMMENTS FROM THE CHAIR AND BOARD MEMBER THOUGHTS

None.

4. PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA (INCLUDING QUESTIONS FROM THE PRESS) *Comments on the MRTA FY2014 Operating and Capital Budgets*

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

5. ACTION ITEMS AND DISCUSSION ITEMS

a. Action item: (p.2-6) 12:08:52 PM

Approval of FY2014 MRTA Operating and Capital Budgets

Jason Miller updated the Board on this process, noting that the matter has been on previous agendas for review and is on the agenda today for adoption. He noted the proposed operating budget is close to that of FY2013 with adjustments made for a decrease in federal funding, and a nearly equal increase in local funding. Mr. Miller further reviewed line items of the budgets with the Board. Questions included: (1) whether the funds reserved for the new Valley Route bus included a rear camera and bike rack. Mr. Miller assured those amounts were included. (2) Whether recent Sprinter turbo problems were anticipated in the budget. Mr. Domke explained

the Sprinter problems were due to advanced mileage and normal wear and tear. These items are included in maintenance funds, not major capital. (3) The meaning of asterisks near certain line items. Mr. Miller advised those asterisks were unintentional and should be removed. (4) And, whether the ‘best guesses’ language could now be removed in favor of complete information. **Mark Gilbert moved to approve the 2014 Operating and Capital Budgets. Joe Miczulski seconded, and the motion carried unanimously.**

b. Action item: (p.7-12) 12:17:41 PM

Approval of FY2014 MRTA Capital Improvement Plan

Jason Miller provided an overview of the Plan, noting in particular that the current federal funding bill will last only through the first half of FY2015. Comments included ways in which the budget reflects maintenance and the uncertain future of federal funding. **Mark Gilbert moved that the FY2014 Capital Improvement Plan be approved. Mike David seconded.** Peter Everett (by telephone) asked that any reference to “transit” be replaced with the word “transportation.” **In a call for the question, the motion carried unanimously.**

c. Action item: (p.13-15) 12:23:59 PM

Approval of FY2014 MRTA employee compensation chart and guidelines

The methods of developing this chart and applying compensation were discussed, including calculation of pay increases. Employee benefits and costs were also discussed. Comments were also offered on the history and application of COLA increases. **Mark Gilbert moved to approve the staff recommendation with the adjustment to column with bonus numbers so that it reflects that it is for winter drivers only. Nils Ribbi seconded.** Further discussion included the need for flexibility should economic inflation go beyond expectations. **In a call for the question, the motion passed unanimously.**

d. Action item: (p.16-22) 12:48:50 PM

Approval of MRTA By-law amendments

Mark Gilbert recommended the Board defer this item to a date uncertain so that all committees could further review the matter and obtain the advice of legal counsel. **It was so moved by Joe Miczulski, and seconded by Michael David. The vote passed the motion unanimously.**

e. Action item: (p.23) 12:51:10 PM

Approval of FY2014 funding partners’ contract for services agreements

The Committee recommended deferring the matter until the advice of legal counsel could be obtained, and to allow the Board to deliberate the matter with more complete information. **Mark Gilbert moved to defer this item until such time as the Board receives input from legal counsel. Michael David seconded.** Discussion included encouragement to bring the city’s legal counsel input prior to bringing the matter back to this Board. **In a call for the question, the motion passed unanimously.**

f. Action item: (p.24-39) 12:53:40 PM

Approval of RFP 0913-1 for design and engineering services for Ketchum Transportation Hub

Discussion included whether project management fees were included in the RFP, and whether the management should come from within the design/engineering entity or a separate construction entity. The Committee's recommendation was to move forward with the RFP, giving the design firm the management duties of construction. Details regarding licensing and meeting requirements were also discussed. **Steve Wolper moved to approve the RFP as amended in this meeting for the design and engineering services for the Ketchum Transportation Hub. David Patrie seconded, and the motion passed unanimously.**

g. Action item: (p.40-41) 1:10:02 PM

Approval of 2nd Revision of FY2013 Facilities Fund to reflect additional funds from KURA

Wendy Crosby explained this as largely a housekeeping issue with the end result remaining constant. **Mark Gilbert moved to approve the 2nd revision. Joe Miczulski seconded, and the motion carried unanimously.**

h. Discussion item (p.42-55) 1:11:46 PM

Review draft FY2014 MRTA transportation service plan

Steve Wolper advised the Planning and Marketing Committee's recommendation is to approve the adjustments. Discussion continued on the purpose of this review (for general Board discussion), the progression of seeking public input and further review from the committee before placing the matter on the Board's agenda in October. Jason Miller further explained details of the service plan, and Board members suggested scheduling ideas.

i. Discussion item: (p.56-58) 1:47:54PM

Update on released and upcoming RFPs and RFQs under \$25,000

Jason Miller offered an overview on the ways in which agenda items i and j are related, and the process so far. Chair McBryant suggested that Mr. Miller continue working on the Procurement Policy and continue to include the Board in that process.

j. Discussion item: (p.59-64) 1:51:17PM

Update to Procurement Policy 101 regarding limits of board approval for solicitations

Discussion included the importance of legal counsel in this matter, and general approaches to the policy. Suggestions included "easy to remember, simple to apply." Chair McBryant reiterated details of Board concerns and suggestions.

Michael David left at 1:40 pm

Joe Miczulski left at 2:00 pm

k. Discussion item: (p.65-69) 2:05:03PM

Review critical path documents for important projects and draft master calendar

Jason Miller explained the staff direction and purposes of these documents. Discussion included formatting and possible process of communication between Board and Staff. Chair McBryant encouraged future agendas to fit more readily into a two-hour meeting period.

Discussion continued by addressing the question of whether action can be taken without a quorum.

David Patrie left the meeting at 2:07 pm

6. COMMITTEE REPORTS: (p.70) 2:12:19 PM

a. Planning and Marketing Committee report from Chair Steve Wolper

i. Committee members approve minutes for August

Discussion included whether the Committee will make a presentation to the Blaine County Commissioners. Mr. Wolper noted that the group will not, but Jason Miller will at some point. **Steve Wolper moved to approve the minutes of the September 11, 2013 Planning and Marketing Committee meeting with the corrections noted. Nils Ribí seconded, and the motion passed unanimously.**

7. STAFF REPORTS 2:13:41 PM

Discussion included the success of the dashboard reports, and any possible billable hours that might be applied to fire operation. It was concluded there were no billable hours applicable.

a. Dashboard performance reports for July 2013 (p.71-73)

b. Operations report (p.74)

c. Maintenance report (p.75-76)

d. Marketing and Outreach report (p.77)

e. Business Manager report (p.78)

f. Executive Director report (p.79)

8. CONSENT CALENDAR ITEMS 2:14:50 PM

a. Approve minutes (p.80-84)

August 29 regular board meeting

Mark Gilbert moved to approve all consent items, including approval of the minutes and to receive and file the financials. Nils Ribí seconded, and the motion passed unanimously.

b. Receive & File financials (p.85-90) July 2013

9. ADJOURNMENT 2:15:25 PM

With no other business to come before the Board, Peter Everett moved to adjourn the meeting. Steve Wolper seconded, and the motion carried unanimously.


Chairman Susan McBryant