



RECORDED

**REGULAR MEETING  
MOUNTAIN RIDES TRANSPORTATION AUTHORITY  
Wednesday, November 20, 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, Secretary Steve Wolper, Nils Ribí, Peter Everett, and David Patrie.

**ABSENT:** Vice-Chairman Mark Gilbert, Board Members Joe Miczulski and Michael David

**ALSO**

**PRESENT:** 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, November 20, 2013 at 12:00 p.m.*

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

Chair Mc Bryant asked staff for the disposition of the bicycles. Staff said most were in storage, but perhaps five are still out until the weather prohibits use. Further comments continued on funding and subsidies.

**3. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Terry Smith from the *Idaho Mountain Express* asked for clarification on the current status of any relationship with Eggers & Associates.

**4. ACTION ITEMS AND DISCUSSION ITEMS**

**a. Action item: (p.2-5)**

*Approve submittal of IRS Form 5500 for annual retirement plan reporting.*

After discussion of the purpose of this form, Nils Ribí moved to approve the submission of this form as submitted by staff. Peter Everett seconded. The motion carried unanimously.

**b. Action item: (p.6-27)**

*Approve award of Ketchum Transportation Hub to Eggers Associates w/contract, scope and fee to be negotiated.*

Kurt Eggers noted his company's enthusiasm for this project, and their design goals. He further described the roles of other members of this team. Chair McBryant opened the matter to public comment. None was offered. Board discussion included the direction of contract management and supervision of actual construction. Lisa Horowitz, City of Ketchum, noted the process includes some statutory requirements that include (1) choosing the qualified firm before (2) negotiating the contract. Wendy Crosby advised that this agenda item is requesting approval of the contract award first in order to allow Jason Miller to begin negotiations with Eggers Associates. Ms. Crosby further explained that this has already been before two committees for evaluation of respondents. Discussion continued on verbiage of the agenda item entry and clarified that this item is only to approve the choice of the design firm, not to approve any contract. **Nils Ribí moved to approve the selection of Eggers Associates to be considered for contract negotiations for the Ketchum Hub with a recommendation to staff for consideration of the project management of actual construction to be included as discussed in the Planning & Marketing Committee. David Patrie seconded.** Discussion included the confusion around an article in the *Idaho Mountain Express* and the purpose of this agenda item. **In a call for the question, the motion carried unanimously.**

**c. Action item: (p.28-42)**

*Approve amendment to Procurement Policy 101 regarding exclusion of legal services.*

Chair McBryant provided a brief overview. Wendy Crosby further explained the reasoning behind the amendment. Discussion included how the final language was chosen. **Peter Everett moved to approve the amendment to the Procurement Policy 101 regarding exclusion of legal services. Steve Wolper seconded. The motion carried unanimously.**

**d. Discussion item: (p.43)**

*Date and topics for biannual Mountain Rides' Board of Directors strategic workshop.*

Chair McBryant provided an overview of this matter and suggested perhaps the next workshop date should be in January in the event there is new representation on the board. Discussion included support for a January date, support for an annual meeting versus two meetings per year, and ways in which to ease transition of board members. Chair McBryant encouraged board members to email any further topics or workshop format ideas to her.

**e. Discussion item: (p.44-45)**

*Update on Fuel Path Study.*

Discussion included the willingness of Steamboat Springs Transit to share the results of their study. Consensus was reached that sharing this information with a transit entity comparable to Mountain Rides may save the money MR has budgeted for its own study. The possibility of redirecting those funds to a pilot of onboard security cams was also discussed. It was agreed to wait until the SST study could be reviewed.

**f. Discussion item: (p.46)**

*Update on status of acquiring the county owned lots in Bellevue.*

Wendy Crosby noted that the County Commissioners directed Tim Graves to start drafting a purchase contract along the terms of \$84,500.00 in cash, and the balance of the \$155,000.00 purchase price in credits and in-kind contributions. She hoped the contract would be ready for

review at the December board meeting. Discussion included a possible provision for allowing county vehicles to be serviced at the MR site, the timing of this process and projected results.

**5. COMMITTEE REPORTS: (p.47-49)**

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

*i. Committee members approve minutes for November*

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

*i. Committee members approve minutes for September 17<sup>th</sup> and November*

**Moved to approve the Planning and Marketing Committee minutes for November.**

**Seconded. The motion passed unanimously. Peter Everett moved to approve the Finance and Performance minutes of September 17 and November 6. Chair McBryant seconded, and the motion passed unanimously.** Discussion continued on whether these minutes should be voted upon at committee meetings rather than at the end of board meetings. Wendy Crosby explained the history of this question.

**6. STAFF REPORTS**

**a. Dashboard performance reports for September 2013 (p.50-52)**

Discussion included the strengths and changes of the document.

**b. Operations report (p.53)**

**c. Maintenance report (p.54)**

Discussion included Rod Domke's note that 2 or 3 30-foot heavy duty buses may be available to MRTA at a minimal cost. Utah Transit owns several vehicles that are underpowered for their needs and are giving ten of those to the State of Idaho. Mr. Domke advised that the only cost to MRTA may be the purchase of new tires. Discussion continued on useful life of the vehicles, other possible costs, timing, and storage of the vehicles.

**d. Marketing and Outreach report (p.55)**

**e. Business Manager report (p.56)**

**f. Executive Director report (p.57)**

**7. CONSENT CALENDAR ITEMS**

**a. Approve minutes (p.58-70)**

*Oct. 30, Nov. 6 & Nov. 14 special meeting, Sept. & Oct. regular board meeting.*

**b. Receive & File financials (p.71-80) September 2013**

Discussion included protocol for moving to adjourn a meeting and the necessity of providing a signature line for approval. Nils Ribi asked to correct his motion under item 1 at the November 6 meeting to include verbiage that the motion passed, and further he pointed out there should be a second motion to go into Executive Session after it is moved to amend the agenda to include the session. Also in those minutes, the result of the vote under item 5 should be noted. It was agreed to pull the minutes dated October 30 and November 6. **Nils Ribi moved to approve the minutes of the November 14 special meeting and of the September and October regular board meetings as presented. Steve Wolper seconded. The motion carried unanimously. Mr. Ribi then moved to receive and file the financials for September. David Patrie seconded.** Discussion included

Wendy Crosby's notes in the financials regarding van pool fares from Sun Valley. **The motion then passed unanimously.**

**8. ADJOURNMENT**

**Peter Everett moved to adjourn at 12:55 p.m. Nils Ribí seconded. The motion carried unanimously.**

  
Chairman Susan McBryant