

Mountain RIDES

RECORDED

**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 Ribí.

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 discussion of accidents and/or injuries in accident reports should happen in closed session.

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.

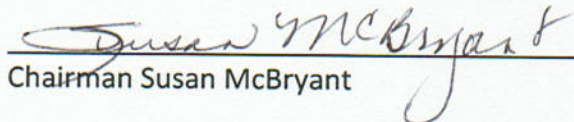
Chair McBryant opened the meeting to public comment. Michael David, Exec Dir of BC Community Drug Coalition, thanked staff for working with MASSV to arrange safe transportation after the concert.

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