



RECORDED

**REGULAR MEETING MINUTES  
MOUNTAIN RIDES TRANSPORTATION AUTHORITY  
Wednesday, January 21, 2015, 12:30 p.m.  
Ketchum City Hall Meeting Room, Ketchum, Idaho**

Board Members of the Mountain Rides Transportation Authority met in a Regular Meeting in the Ketchum City Hall Meeting Room, Ketchum, Idaho.

**PRESENT:** Chair Mark Gilbert (Sun Valley), Vice-chair David Patrie (Blaine County), Secretary Steve Wolper (At-Large), Michael David (Ketchum), Joe Miczulski (Bellevue), Susan McBryant (Hailey) and Nils Ribí (Sun Valley)

**ABSENT:** Kristin Derrig (Ketchum)

**ALSO** Mountain Rides Executive Director Jason Miller

**PRESENT:** Mountain Rides Business Manager Wendy Crosby  
Support Specialist Kim MacPherson  
Bike-Ped Coordinator Kaz Thea  
Kurt Eggers, Eggers and Associates  
Nathan Schutte, Eggers and Associates

**1. CALL TO ORDER**

Chairman Mark Gilbert called to order the meeting of Wednesday, January 21, 2015 at 12:35pm. Secretary Steve Wolper took roll and determined that a quorum was present.

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

Michael David stated that at the latest Ketchum City Council meeting, the formality of budgeting the remaining \$5000 has been budgeted for the late night bus service and will be funded the whole \$15,000.

Jason Miller stated that Mountain Rides will reconcile the farebox revenue from the late night service at the end of the service period and take it out of the balance.

Steve Wolper encourages the board to find someone else for the at-large position due to the fact that he works and can't attend every meeting.

Mark Gilbert said that the board discussed modifying the JPA to expand the pool of applicants for the at-large member but that is not with the objective of replacing Steve. Mark Gilbert stated that Steve is a valued member of the board.

**3. PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA (including questions from Press)**

There were none.

#### 4. PRESENTATION

*Kurt Eggers of Eggers and Associates to give update on the rebid of the downtown Ketchum transportation hub construction project*

Kurt Eggers gave an update on the rebid process for the Hub project. Eggers and Associates worked pro bono this winter updating the color rendering included in the board packet. Kurt said the project is divided into 3 distinct areas: the Community Choice grant, the Bulb-out portion and the bus shelters on each side of the street. Kurt stated that he did not think it was in the best interest to piecemeal the bulb-out part of the project. Mark Gilbert asked if we would have our own sub-panel or utility panel. Mountain Rides would come up with a methodology for paying for our portion of the utilities. Eggers and Associates created a new bid schedule looking to February 4<sup>th</sup> to put drawings out for potential contractors. Jason Miller spoke to the overall structure of the bid. The approach is to prioritizing the bus turnouts and the associated passenger infrastructure (shelters, benches, signage, curb and sidewalk) as our highest priority and that is what is being put into the base bid. Regarding the bulb-outs, Jason said we have done an option with just pavers versus decorative concrete. And the art component is an option. We are also taking the heaters out. Nils Ribi remarked about the signage and Kurt said it will not be a part of the base bid. Susan wanted to understand the changes to the “stripped-down” base bid that allows us to move buses functionally and have bus shelters but all of things that made it attractive to the community are not affordable. Mark Gilbert said they stratified the bid to ensure we have a bid that we can award within budget. The hope is to be able to do the bulb-outs. Kurt Eggers said that they have not made any changes to the design of the project. There will be an upgrade listed at the bottom of the bid schedule. Dave Patrie would like to see the project move forward with the bulb-outs. Kurt stated that the bids release would be February 4<sup>th</sup> with bids due March 4<sup>th</sup> with an award date of March 18<sup>th</sup>. Mark Gilbert would like to extend the bid validity date to 30 days. Nils Ribi stated that he has been a part of this project from the beginning and would like to see the project built with the bulb-outs and that it should look like a Hub and not just another bus stop. Michael David would like to see the bulb-outs as well for safety reasons. Steve Wolper asked if we would go ahead without the bulb-outs. Jason Miller said that is a critical question. If the bidder thinks we are only going to award behind the curb improvements and shelters, that is one price versus the project with the bulb-outs. Susan McBryant thought that we would see a menu of changes that would knowingly reduce the overall cost. She doesn't think a pared down project is what the City of Ketchum would want and doing it in part would be damaging to Mountain Rides and the City of Ketchum. Mark Gilbert supports the stratification of the bid. It doesn't mean that we can't achieve the project in a reasonable amount of time. Michael David said that the KURA is a bigger partner in this project than the City of Ketchum. Jason Miller stated that we would release the bid documents on February 4<sup>th</sup> and have bids due February 25<sup>th</sup>. The date to accept the bids would be March 18<sup>th</sup>.

#### 5. ACTION ITEMS AND DISCUSSION ITEMS

##### a. Action item:

*Action on safety award program*

Jason Miller stated that we had an extremely safe year in 2014 with no at-fault accidents. We would like to recognize everyone in the organization who made it possible. The company-wide monetary award is a new proposal for this year. This idea came from the folks at WSTIP.

Nils Ribi asked about the total dollar amount, and Jason Miller stated the awards were in 2014 which was \$400-500 in total. Joe Miczulski thinks it's critical to recognize employees for safe operation and supports what MR is proposing. It's a whole organization award which is all employees. Mark Gilbert said the fiscal impact has not been reviewed by the finance committee, but staff has determined that the estimation will be within our existing budgetary authority. Jason said it comes out of excess operating funds and as a result we carried over more money because we were paying out less in claims. Dave Patrie said he was supportive but wanted to make sure we were solid in paying for it. Nils Ribi is supportive of the program but wondered if it's too big of a step. Ribi asked if it should include all of the employees physically involved and not office workers? Jason indicated that frontline workers would be \$4200 versus all employees would be \$5000. Mark Gilbert said this is an all or nothing which means that there are no at-fault accidents.

**Susan McBryant moved to approve the safety award program as set forth in exhibit A. Michael David seconded. Motion passes unanimously.**

**b. Action item:**

*Action on Easement and Use Agreement between Mountain Rides and Ketchum Urban Renewal Agency*

Jason Miller stated that one of the items coming out of the strategic planning meeting on Jan 7<sup>th</sup> was the status of the agreement between Mountain Rides and the KURA. The agreement represents a fairly simple agreement that details the easement spaces that we will be improving on the KURA property of the Visitor Center/Starbucks building. We agree to maintain those improvements and incremental electrical and utility costs but what has been taken out is the rental or fee for use. Nils Ribi made note of a few changes to be made in section 5 ( adding the word "may" before utilize) and 7 ( changing 4x to 4 times). Snow removal (item 7c) is managed through an agreement between the tenants in that building and the city of Ketchum as part of a joint contract. It is for town square and the front part of the Visitor Center. We would be responsible for the small parts, which are our shelters.

**Nils Ribi made a motion to authorize Executive Director to execute Easement and Use Agreement between Mountain rides and Ketchum Urban Renewal Agency including the modifications. Michael David seconded, and the motion passed unanimously.**

**c. Action item:**

*Action on Resolution 01-2015 to receive two used 30' buses with remaining useful life from Utah Transit Authority*

Mark Gilbert stated the concern the board has for the maintenance of the buses which was stated in the letter from UTA. Jason Miller stated that the drive train is the same as our Gillig buses so we have confidence in the engine and transmissions. We don't have the maintenance records at this point but we do have confidence that the buses will work for us. Nils Ribi asked about the tires. Jason Miller stated that we will have to buy tires through Les Schwab in Utah and then give the tires back to UTA. The board decided to defer action on this item until we have received and reviewed the full maintenance records.

**d. Discussion item:**

*Discussion of draft of Strategic Work Plan for 2015, based on January 7<sup>th</sup> workshop*

Mark Gilbert stated that Jason Miller did a wonderful job of summarizing the meeting. Susan McBryant stated that it was the most invigorating and interesting strategic workshop that she has been to with Mountain Rides. Mark Gilbert and Nils Ribi agreed. Jason Miller stated that the plan will come back for adoption at the February meeting.

## 6. Staff reports

### a. Dashboard performance reports for November 2014

Mark Gilbert and Dave Patrie questioned the costs per mile and costs per hour. Jason Miller stated that there are lots of fluctuations with monthly costs and we will change to an average. November is one of the lowest service months so the costs don't get spread out as much.

### b. Operations report

Nils Ribi asked about the Bronze route and the # of riders.

### c. Marketing and Outreach report

Kim MacPherson showed the vanpool ad to the group from a link on the Mountain Rides website. Jason Miller stated that we were able to do this ad due to Mountain Rides winning a gift certificate for TV advertising. We have received 2 new riders as a result of that ad.

### d. Bike-Ped report

Kaz Thea stated that they are getting the BikeShare web page going. She is creating a sponsorship packet and said there were many businesses interested in the basket wraps, naming the bikes and hub sign sponsorships.

### e. Business Manager report

Wendy Crosby mentioned that one of our new Ford Transit vans was started this week on one of the vanpools. Susan McBryant asked about the ITD federal funding grants and what is Wendy's plan for when they come available. Wendy indicated that there is no information yet and not a lot of pre-work that we can do until we see the application.

### f. Executive Director report

Jason Miller noted that we are having our annual safety banquet on Saturday, January 31<sup>st</sup> and that the board is invited. Dave Patrie asked about losing employees and why? Jason indicated that we are doing informal exit interviews and that we have lost employees to construction and other jobs. Steve Wolper suggested having a note put in the file about why the employee left so we don't have to rely on our memory.

Michael David left the meeting at 1:48pm.

## 7. Consent Calendar items

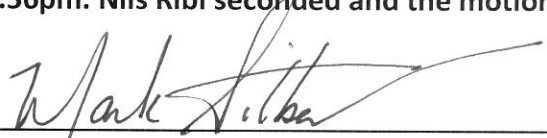
a. Approve minutes for December 17 regular board meeting (Steve Wolper abstaining) **David Patrie moved to approve minutes and Joe Miczulski seconded. Motions carried unanimously.**

b. Receive & File financials November 2014

**Susan McBryant moved to file and receive the financials. Joe Miczulski seconded, and the motion carried unanimously.**

## 8. Adjournment

**Steve Wolper moved to adjourn the meeting at 1:56pm. Nils Ribi seconded and the motion carried unanimously.**

  
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Chairman Mark Gilbert