



# Mountain Rides Transportation Authority

## Regular Board Meeting Agenda

12:30 Wednesday, March 18, 2015

Place: 

Ketchum City Hall Council Chambers, 480 East Ave. N, Ketchum, ID 83340
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**Board Members:** Chair Mark Gilbert (Sun Valley), Vice-chair Dave Patrie (Blaine County), Secretary Steve Wolper (at-large), Michael David (Ketchum), Susan McBryant (Hailey), Jane Conard (Sun Valley), Joe Miczulski (Bellevue), Kristin Derrig (Ketchum)

1. 12:30pm: 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 and Discussion items

a. Action item: (p.2-6) 

Approve Marketing and Communications Plan for 2015
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b. Action item: (p.7-20) 

Review and approve submittal of grant applications to ITD for Federal Transit Administration operating and capital funding for 2015-2018
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c. Discussion item (p.21-25) 

Discuss Mountain Rides' summer/fall 2015 Service Plan
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#### 5. Committee Reports

- a. Planning and Marketing Committee report from Steve Wolper (p.26-27)
  - i. Committee members approve minutes for February and March 2015
- b. Finance and Performance Committee report from Joe Miczulski (p.28-29)
  - i. Committee members approve minutes for February and March 2015

#### 6. Staff reports

- a. Dashboard performance reports for January 2015 (p.30-33)
- b. Operations report (p.34)
- c. Marketing and Outreach report (p.35-36)
- d. Bike-Ped report (p.37)
- e. Business Manager report (p.38)
- f. Executive Director report (p.39)

#### 7. Consent Calendar items

a. Approve minutes 

(p.40-48) Jan 21st regular meeting, Feb 4th and Mar 4th special meeting
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b. Receive & File financials 

(p.49-69) December 2014 and (p.70-78) January 2015
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#### 8. 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 Action Item Summary

<u>Date:</u>	<input type="text" value="03/18/2015"/>	<u>From:</u>	<input type="text" value="Kim MacPherson"/>
<u>Action Item:</u>	<input type="text" value="4a. Approve Marketing and Communications Plan for 2015"/>		
<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 type="radio"/> yes <input checked="" type="radio"/> no		
<u>Recommended Motion:</u>	<input type="text" value="I move to approve the Mountain Rides' Marketing &amp; Communications Plan for 2015, as presented"/>		
<u>Fiscal Impact:</u>	<input type="text" value="Marketing and outreach expenses included in the Operating Fund budget"/>		
<u>Related Policy or Procedural Impact:</u>	<input type="text" value="n/a"/>		
<u>Background:</u>	<input type="text" value="Every year we update the Marketing &amp; Communications Plan keeping in mind how we will further engage with our customers, our partners and the general public.&lt;br/&gt;&lt;br/&gt;This year's plan focuses on four main objectives:&lt;br/&gt;&lt;br/&gt;1. Maintain a high level of satisfaction with a goal of 100% Customer Service&lt;br/&gt;2. Increase and maintain existing ridership&lt;br/&gt;3. Increase community awareness of Mountain Rides to affect support &amp; funding of all multi-modal services&lt;br/&gt;4. Leverage technology to increase access to Mountain Rides services and internal information&lt;br/&gt;&lt;br/&gt;These goals are achieved through a series of tactics outlined in the plan. The plan doesn't have a lot of funding behind it but relies heavily on grass roots and low cost techniques in order to succeed."/>		



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## **2015 Mountain Rides Transportation Authority Marketing & Communications Plan**

*To be adopted 3/18/15*

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Mountain Rides Transportation Authority provides public transportation for all that visit, work, or live in the Sun Valley area and is a partnership of the communities of Bellevue, Blaine County, Hailey, Ketchum, and Sun Valley. Mountain Rides provides fixed route bus, demand response, bike, carpool, pedestrian, vanpool, and transportation planning services commonly referred to as multi-modal. In order to be as successful as possible, Mountain Rides must market and communicate about its services, programs and benefits to the community. Without strong marketing and public communications, the overall use and awareness of Mountain Rides will be diminished.

The past year has seen record ridership combined with public approvals of major capital projects and resounding support for Mountain Rides' efforts. These successes have been in part to the effective implementation of the 2014 Marketing and Communications Plan.

### **PURPOSE**

The purpose of this 2015 Marketing & Communications Plan is to provide the roadmap for marketing, communications, public relations and outreach for the coming year. Mountain Rides must utilize a variety of low-cost, grass-roots approaches that are focused on leveraging and building partnerships with businesses and non-profits; community events that promote positive public relations; direct engagement and outreach to existing and potential customers; and low cost technologies such as social media, online trip planning tools and our existing website. A large part of the plan is a stay-the-course approach, focused on continuation of ongoing marketing and communications efforts.

This 2015 plan is focused on achieving the following high-level goals:

- Maintaining 100% Customer Satisfaction for Mountain Rides services
- Increase ridership on bus fixed routes and vanpool services
- Increase public and private awareness & support
- Leverage technology to increase access to Mountain Rides services and internal information

The tactics to achieve these goals are laid out on the following pages and provide for specific outputs that fulfill the goals. In addition to these targeted tactics, Mountain Rides will continue to seek new riders, new partnerships and new sources of revenue by maintaining our base level of marketing actions.

### **POSITIONING & KEY MESSAGING**

We should build on MRTA's successes and assets that resonate within the community. Over the years, Mountain Rides has tried many different approaches and messages. The messaging that works the best and is strongest for us includes:

- **Using Mountain Rides is convenient, simple and reliable**

- **Mountain Rides is a community asset with broad benefits, regardless of whether or not you are a regular rider**
- **Mountain Rides is a good investment for the community and is an essential part of our mountain resort economy**
- **Mountain Rides provides quality of life and environmental benefits**

## **MARKETING AND COMMUNICATIONS TACTICS BY GOAL**

### **Goal 1 – Maintain high level of satisfaction with a goal of 100% Customer Service**

For several years, Mountain Rides has been striving for 100% customer satisfaction and continues to work towards doing all it can to provide the highest level of customer service. At all levels within the organization, Mountain Rides seeks to understand customer needs and align, as best it can, with these needs. The following tactics will be carried out in 2015 to achieve this goal:

<b>TACTIC</b>	<b>TIMEFRAME</b>
Carry out Semiannual customer service survey to benchmark our efforts; act on results	February and August of 2015; implementation of suggestions received - ongoing
Improve and innovate customer information sources including printed schedule revamp	Printed schedule revamp starts Jan 2015- complete by April 2015; update all bus stop signage by Dec 2015
Continue to grow engagement on social media through Facebook, Twitter and Instagram	Ongoing
Continue engagement with potential visitor market through hotel directory with Discovery Maps, quick reference guides and table tents in hotel rooms	Directory complete by April 2015; quick reference guides, tents and other targeted guides as part of schedule update in June and Nov '15
Collaborate with Sun Valley Co with targeted print materials and trainings with guest services, concierge and bell staff	Ongoing; staff trainings before winter and summer peak seasons
Continue to emphasize the importance of customer service with all employees	Ongoing but incorporated into June and November all staff trainings
Address customer requests for additional service or service changes as part of our biannual service updates	Scout your route and public outreach events in Apr-Jun and Aug-Oct 2015

### **Goal 2 – Increase and maintain existing ridership**

The most direct result of good marketing and communications should be increased ridership. We have found this to be true over the past few years and hope to continue the ridership growth in the coming year. With lower gas prices at the start of 2015, increasing ridership will take significant marketing, sales and outreach efforts to get people to choose not to drive their car. Tactics to address this challenge include:

<b>TACTIC</b>	<b>TIMEFRAME</b>
Develop 1-2 additional rider groups	Have new groups developed by November 2015 and utilize to promote 2016 service
Increase partnerships with non-profit and business community through targeted outreach and network	Prepare business and non-profit resource guides by June 2015 with distribution for remainder of year at company meetings
Communication with hotels and property managers	Maps for property managers and table tents in hotel rooms Currently 2015
Maintain existing vanpool routes and add ridership to those routes	Ongoing; run promotion for vanpool in fall 2015

Carry out commuter campaign with free Fridays, dump the pump, and customer appreciation events	Free Fridays in Feb 2015 and summer 2015; May-July 2015 for Dump the Pump and rider appreciation events
Develop Blaine County business benefit campaign to encourage businesses to take advantage of Mountain Rides services and programs	Develop quick reference guides for restaurants, hair salons, auto repair shops, non-profits and other additional businesses with targeted needs
Continue to build on targeted outreach for specific initiatives like late night service, commute service, ski service	Ongoing

### **Goal 3 – Increase community awareness of Mountain Rides to affect support & funding of all multi-modal services**

General support and awareness of Mountain Rides is critical to overall success. A general community sense that Mountain Rides is doing good work helps improve local funding and overall opinion of our work, regardless of whether someone uses Mountain Rides services or not. Mountain Rides enjoys a high level of support and needs to work to maintain that support. Tactics to do so in 2015 include:

<b>TACTIC</b>	<b>TIMEFRAME</b>
Present to funding partners on a regular basis the importance of multi-modal transportation in our community	Two presentations per funding partner between January and October 2015
Develop presentation to business and non-profit community to highlight importance of multi-modal transportation	Presentations to business community complete by October 2015
Continue to roll-out new Mountain Rides brand to all vehicles, printed materials and other marketing	All vehicles to have new brand by end of 2015 and update all bus stop signage
Connect Mountain Rides to the community by participating in a variety of public events	May 2015 – Bike events; June 2015 – YMCA event; Fall 2015 – St. Luke’s Health Fair; Spring 2015 – BikeShare Launch; tie-in with other events as determined; order more marketing materials: banners, easy-up tent, table skirt, signage for events and promo items – March 2015

### **Goal 4 – Leverage technology to increase access to Mountain Rides services and internal information**

Mountain Rides must utilize existing technologies in order to improve customer access to information like real-time bus location, trip planning on Google maps and other methods

<b>TACTIC</b>	<b>TIMEFRAME</b>
Install 3 additional real-time customer information signs within Ketchum, Sun Valley and Hailey	Goal of 1 sign per calendar year quarter, starting with Q2 of 2015
Work on completing remaining RouteMatch reports for ridership and performance	Accept RouteMatch system by August 2015
Update website with better trip planning information	Updated site by November 2015

utilizing Google maps capabilities	
Evaluate feasibility for creating a dedicated app for Mountain Rides bus information	Research complete by September 2015; begin development Oct 2015

## **RESOURCES and BUDGET**

This plan is designed to be carried out with our existing resources. It is estimated that this plan will require the following time commitments from staff:

- Executive Director: 2-4 hours per week
- Support Specialist: 15-20 hours per week
- Business Manager: Periodic as needed, less than 60 hours total for coming year
- Bike/Ped Coord: 2-4 weeks on bike-ped community outreach
- Customer Service Staff Training: At least semiannually to focus in on importance of customer service with all staff

FY15 Budget for the activities in this plan will be within the current budget for marketing, outreach and advertising activities which amounts to:

Website:	\$2,500.00
Print ads:	\$3,150.00
Radio ads:	\$1,500.00
Promo Items:	\$1,500.00
Events:	\$2,500.00
Printing (incl. schedules/passes):	\$10,000.00
<b>TOTAL:</b>	<b>\$21,150.00</b>

# Mountain Rides Agenda Action Item Summary

<u>Date:</u>	<input type="text" value="03/18/2015"/>	<u>From:</u>	<input type="text" value="Jason Miller and Wendy Crosby"/>
<u>Action Item:</u>	<input type="text" value="4b. Review and approve submittal of grant applications to ITD for Federal Transit Administration operating and capital funding for 2015-2018"/>		
<u>Committee Review:</u>	<input type="radio"/> yes <input checked="" type="radio"/> no	<u>Committee Purview:</u>	<input type="text" value="Both Committees"/>
<u>Previously discussed at board level:</u>	<input checked="" type="radio"/> yes <input type="radio"/> no		
<u>Recommended Motion:</u>	<input type="text" value="I move to approve (or reject) the submittal of grant applications to the Idaho Transportation Department for Federal Transit Administration operating and capital funding, as presented."/>		
<u>Fiscal Impact:</u>	<input type="text" value="See attached"/>		
<u>Related Policy or Procedural Impact:</u>	<input type="text" value="FY2016, FY2017 and FY2018 Budgets, 5 year Capital Improvement Plan"/>		
<u>Background:</u>	<input type="text" value="Attached is a spreadsheet showing the recommended funding applications for federal funding that has just been released by ITD and will be due at the end of the month. Also attached is the application for the 5311 funds, for your reference.&lt;br/&gt;&lt;br/&gt;The big change with this funding application is that we are applying for two years worth of funding that will become active on October 1, 2016, so we are forced to incorporate our long-term planning and thinking into our funding applications.&lt;br/&gt;&lt;br/&gt;The recommended applications will be presented in full at the board meeting."/>		

## Overview of Federal Grant Applications for Mountain Rides

### For applications due end of March 2015

#### Operating grants

Grant program	Funding period	Mountain Rides application scope of work	Amount of funding available	Mountain Rides funding request
5311 rural	10/1/16 - 9/30/18	All of our fixed route bus services including all free town routes, Hailey route, Valley route and new airport route	\$2,969,000 for district 4 for funding period	<b>\$2,300,000.00</b> (\$1,150,000 per year)
Mobility management	5/1/15 - 4/30/16	Outreach and education to increase awareness, support and usage of our services in Blaine, Camas and Lincoln counties	\$35,726 per district per year	<b>\$13,397.00</b> for use in 3 of the 8 counties. We will be a sub-contractor to LINC in Twin Falls, who will make the application
5310 rural	10/1/16 - 9/30/18	We are not sure if Mountain Rides is eligible and have asked ITD for clarification but could be for Hailey or Green Route	\$179,129 for district 4 for funding period	<b>\$90,000.00</b> (\$45,000 per year)
5311(f) intercity feeder service	10/1/16 - 9/30/18	This would be a new service for Mountain Rides to establish a regular bus route between Blaine County and Twin Falls	\$2,294,490 statewide for funding period	<b>\$1,500,000.00</b> (\$750,000 per year, includes buses)

#### Capital grants

Grant program	Funding available	Mountain Rides application scope of work	Amount of funding available	Mountain Rides federal funding request
5339/VIP one-time	11/1/15 - 9/30/17	3 vanpool vans	\$2,755,000.00 statewide	<b>\$65,000.00</b>
5339/VIP one-time	11/1/15 - 9/30/17	Refurbish buses 1 and 2	""	<b>\$85,000.00</b>
5339/VIP one-time	11/1/15 - 9/30/17	Replace buses 3 and 4 (29' heavy duty), 26 (35' heavy duty) and 12 and 14 (Sprinters)	""	<b>\$1,080,000.00</b>
5339/VIP one-time	11/1/15 - 9/30/17	Additional funding for south valley facility	""	<b>\$200,000.00</b>
5339/VIP one-time	11/1/15 - 9/30/17	Additional funding for Ketchum hub	""	<b>\$300,000.00</b>
5339/VIP one-time	11/1/15 - 9/30/17	Land acquisition for park and ride	""	<b>\$250,000.00</b>
5339/VIP	10/1/16 - 9/30/18	Replace bus 27	\$646,000.00 for district 4 for funding period	<b>\$320,000.00</b>
5339/VIP	10/1/16 - 9/30/18	Bus stop improvements (signage, maint)	""	<b>\$60,000.00</b>
5339/VIP	10/1/16 - 9/30/18	Electronic fareboxes, pass counters	""	<b>\$80,000.00</b>
5339/VIP	10/1/16 - 9/30/18	1 vanpool van	""	<b>\$30,000.00</b>





## Public Transportation Service Provider Application

For services effective October 1, 2016 – September 30, 2018

- 5310 Small Urban Projects
- 5310 Rural Acquisition of Service (aka Purchase of Service)
- 5311 Rural Service
- 5311 Rural Intercity Feeder Service

The estimated Small Urban and Rural 5310 & Rural 5311 funds available for this application process will be as follows:

5310 Small Urban			5310 Rural		
<b>Total Estimated</b>		\$ 1,383,771	<b>Total Estimated</b>		\$ 703,570
District 1	22%	\$ 304,430	District 1	16%	\$ 115,315
District 2	7%	\$ 96,864	District 2	11%	\$ 74,719
District 3	35%	\$ 484,320	District 3	23%	\$ 159,921
District 4	N/A	\$ -	District 4	25%	\$ 179,129
District 5	16%	\$ 221,403	District 5	11%	\$ 79,644
District 6	20%	\$ 276,754	District 6	13%	\$ 94,841
<b>100%</b>		<b>\$ 1,383,771</b>	<b>100%</b>		<b>\$ 703,570</b>
5311 Rural			5311 Rural Intercity (Feeder Service)		
		\$ 11,472,456	\$ 2,294,490		
District 1	14%	\$ 1,648,592	Statewide		
District 2	10%	\$ 1,128,890			
District 3	22%	\$ 2,575,566			
District 4	26%	\$ 2,969,072			
District 5	12%	\$ 1,359,486			
District 6	16%	\$ 1,790,850			
<b>100%</b>		<b>\$ 11,472,456</b>			

### ***Application Information***

Application Title:	Public Transportation Transit Service(s)
Application Purpose:	The applicants are applying for Federal Transit funds that will be funded in a Funding Agreement for October 1, 2016 to September 30, 2018 funding for Service providers to include <b>5310 Small Urban</b> Projects; <b>5310 Rural</b> Acquisition for Service (aka Purchase of Service) and <b>5311 Rural</b> Fixed, deviated fixed, Paratransit, demand response service providers. <b>5311(f) Intercity</b> Feeder Service ( <i>see below for definition</i> )
Application Lead:	Sandy Frazier, Public Transportation Grants Officer <a href="mailto:sandy.frazier@itd.idaho.gov">sandy.frazier@itd.idaho.gov</a> (208) 334-8286
Submit Application	<a href="mailto:sandy.frazier@itd.idaho.gov">sandy.frazier@itd.idaho.gov</a>
Deadline to Receive Questions	March 13, 2015 at 11:59 pm PST
Application Closing	March 31, 2015 at 11:59 pm PST
PTAC determine recommendation to ITD Board	July 2015
ITD Board Approval	August 2015
Initial Term of Funding Agreement	October 1, 2016 – September 30, 2018

### **Questions**

Questions must be submitted in writing, using the form Attachment A; to the Application Lead by the date and time noted above in order to be considered. Answers to all written questions submitted by deadline above, will be posted on the ITD Website: <http://itd.idaho.gov/>

The questions will be posted on Tuesday March 17, 2015 by 5:00 pm MT.

### **Background**

The Idaho Transportation Department, Public Transportation (ITD-PT) is seeking applications for service to be provided within Idaho for Transit Service. ITD is prioritizing these services by existing services specifically built upon previous work identifying and prioritizing implementable programs in Idaho that can have immediate impacts on transportation options.

It is important in framing Service(s) concept as it is applied in this process. The “public transportation system” is made up of a number of elements that interact and often overlap. The major components of a public transportation system are: (for definitions of each service please see State Management Plan)

1. **5310 - Acquisition of Service** (aka Purchase of Service)
2. **5311 - Fixed Route** bus service for the general public

3. **5311 - Deviated Fixed Route** for general public where the transit service will deviate up to ¼ of a mile off the fixed route (By request only).
4. **5311 - Paratransit bus service** for passengers who are not able to utilize the fixed route system due to functional disabilities in the community(s) as described in the Americans with Disabilities Act (ADA), including subsidized taxi programs.
5. **5311 - Demand response** service for passengers who schedule 24 hours in advance.
6. **5311 - Commuter Service** characterized by service predominantly in one direction during peak periods, with limited stops, the use of multi-ride tickets and routes of extended length, usually between the central business district and outlying suburbs. Commuter service does not require additional complementary Paratransit service.
7. **5311(f) - Intercity Service** - A non-profit who can offer Accessible “feeder” service (transit service that provides access) to commuter rail, commuter bus, intercity rail and intercity bus stations for which complementary Paratransit service is not required under the ADA.

ITD-PT aims to optimize all transportation resources in Idaho. The role of the Service(s) provider will vary among communities depending on the populations being served, and the resources at hand. National Resource Center for Human Transportation Coordination:

- Increase Ridership and the movement of people.
- Customer needs and the discrete travel needs of *individual* consumers the entire trip, not just that portion of the trip on one mode or another.
- Improvements to the effectiveness, efficiency and quality of the travel services being delivered.
- Promotion of transit-oriented development, livable communities and energy efficient sustainable communities.
- Improvements in the information available about those services.

ITD-PT is looking for Applicants who can meet the Service Activities either by district and/or counties (See list of districts below and map). ITD-PT is striving to remove the boundaries between districts and encourage sub recipients to work and partner to serve the communities of Idaho as outlined in the Scope of Work.

District 1: Benewah, Bonner, Boundary, Kootenai, Shoshone

District 2: Clearwater, Idaho, Latah, Lewis, Nez Perce

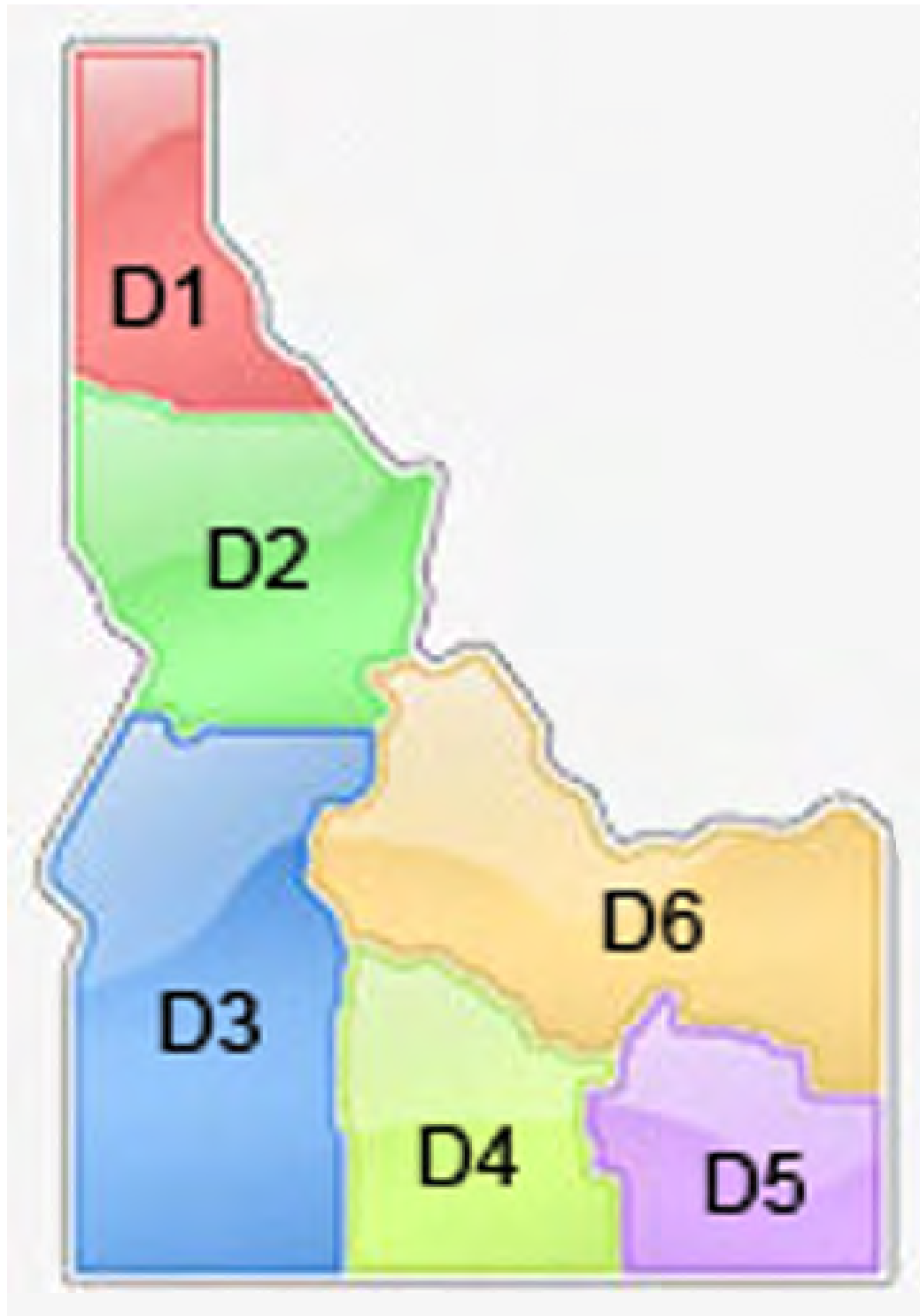
District 3: Ada, Adams, Boise, Canyon, Elmore, Gem, Owyhee, Payette, Valley, Washington

District 4: Blaine, Camas, Cassia, Gooding, Jerome, Lincoln, Minidoka, Twin Falls

District 5: Bannock, Bear Lake, Bingham, Caribou, Franklin, Oneida, Power

District 6: Bonneville, Butte, Clark, Custer, Fremont, Jefferson, Lemhi, Madison, Teton

## District Map



## Instructions for Submission of Application

1. **Applicant may submit electronically, by postage or hand deliver only** by the close date and time found in the Application Information:

1.1 Electronic: [sandy.frazier@itd.idaho.gov](mailto:sandy.frazier@itd.idaho.gov)

1.2 Mail: ITD-PT ATTN: Sandy Frazier, PO Box 7129, Boise, Idaho 83707

1.3 Hand deliver: 3311 W. State St. Boise, Idaho Transportation Department  
Attn: Sandy Frazier

2. **Application** (see attached Public Transportation Services Application Form Attachment B)

3. **Cover Letter** – The applicant must include a cover letter on official letterhead of the applicant's name, mailing address, telephone number, email address, website and the name of the authorized signer. The letter must also be signed by the authorized individual to commit to the applicant's proposal. The cover letter must also include:

- A statement indicating the applicant's acceptance of and willingness to comply with all State and Federal Transit Administration (FTA) requirements.
- Executive Summary: Include a condensed summary of the Scope of Work demonstrating an understanding of the service(s) to be performed in this application.

4. **Organization and Staffing:** Describe your qualifications to successfully complete the Scope of Work by providing a detailed response to the following:

- Qualifications of Personnel: Provide resumes for employees who will be managing and/or directly providing services under this application. For positions that are not filled, a position description (including requisite qualifications/experience) should be provided.

5. **Scope of Work –**

Keep in mind that you will be evaluated on your answers based on the methodologies and completeness of the response to each service you offer. *If one of the services below do not pertain to you please respond with N/A: Example 5.1 N/A and skip 5.1.1.*

**5.1** How does your agency ensure minorities and low-income populations have access to your services?

**5.2** How does your agency ensure that populations with limited English proficiency know about your services?

**5.3** For each service area you must include a detailed route map(s) and counties served, along with the following:

**5.3.1 Fixed Route**

**5.3.1.1** Applicant must include start/end time and days of the week you provide service.

**5.3.1.2** Applicant must include stops and times.

**5.3.2 Deviated Fixed Route**

**5.3.2.1** Applicant must describe service: *example* how far outside of the Fixed Route do you deviate? Do you require advanced notice etc.

**5.3.2.2** Applicant must include start/end time and days of the week you provide service.

**5.3.3 Paratransit**

**5.3.3.1** Applicant must include start/end time and days of the week you provide this service.

**5.3.3.2** Applicant must include purpose of this service.

**5.3.4 Demand Response**

**5.3.4.1** Applicant must include all requirements by the customer to schedule Demand Response.

**5.3.4.2** Applicant must include start/end and days of the week you provide this service.

**5.3.5 Commuter Service**

**5.3.5.1** Applicant must explain service(s) including start time(s) and where the routes go and when they return.

**5.3.6 Intercity Feeder Service**

**5.3.6.1** Applicant must describe how the meet the Intercity Feeder Service.

**5.3.7 (5310 Only) Acquisition of Service (Purchase of Service)**

**5.3.7.1** Applicant must describe how you offer Acquisition of Service.

**5.3.7.2** Applicant must describe who the customers you offer service to are.

**5.4** What efforts does your organization make to promote services; increase ridership? Please describe and include all brochures or any other information that you use to promote services in your transit service area(s).

**5.5** ITD-PT will have deliverables, milestones and due dates. Please describe how you will meet each requirement listed below (personnel, proposed time line, methodologies to be used etc.).

**5.5.1** Describe how you will coordinate and collect data for all transit services you provide such as: ridership, miles, and assets etc. to include contact and location information and how you plan to keep data up-to-date?

**5.5.2** If your organization offers Paratransit or Demand response, describe how you will track data to meet: *Compliance reports. Each recipient shall keep on file for one year all complaints of noncompliance received. A record of all such complaints, which may be in summary form, shall be kept for five years. Each recipient shall keep such other records and submit to the responsible Departmental official or his/her designee timely, complete and accurate compliance reports at such times, and in such form, and containing such information as the responsible Department official may prescribe. In the case in which a primary recipient extends Federal financial assistance to any other recipient, the other recipient shall also submit compliance reports to the primary recipient so as to enable the primary recipient to prepare its report.*

**6.** How will, or does, your organization participate in the coordinated public transit and human services transportation planning efforts in your district(s)?

**7.** Identification of Risks and Constraints – Based on the Scope of Work detailed in this application, identify any risks or constraints that you will need to address prior to or during the performance of the application’s scope of work; as well as description of how you will address each one.

**8. Applicant’s Cost Proposal** – Cost will be evaluated by the cost model that offers ITD-PT the best possible value over the term of the Funding Agreement.

- Applicant must use the format established in Appendix B-5310 and Appendix B-5311 and B-5311 Intercity Feeder Service to respond to the cost of this application.
- Applicant must provide a fully-burdened rate which includes but not limited to, all operating and personnel expenses, such as overhead, salaries, supplies, travel that may not be covered by RTAP etc. Also review SMP for allowable travel and allowable expenses.

**9. Applicant’s Match** – ITD-PT understands that match letters are difficult at best to collect, so ITD-PT will be asking 6 months before the Funding Agreement goes into effect

for the awarded applicants (Sub recipient) to provide match commitment letter(s) (*April 1 through 30, 2016*). For the purpose of this application list the providers who potentially will supply match and the plan of how you will have enough match letters and estimated amounts for the funding application that will start October 1, 2016 – September 30, 2018.

## **Application Review and Evaluation**

The objective of ITD-PT in this application is to ensure the applicant(s) will produce the best possible results of this application.

## **Priorities for 5310**

### **Priority One**

55% or all of the funds is to continue capital cost for contracting (aka as acquisition of transportation services under a contract or aka purchase of service), to support public transportation capital projects that meet the special needs of seniors (65 and over) and individuals with disabilities when public transportation is insufficient, unavailable or inappropriate.

### **Priority Two**

45% of available funds will go to projects that Exceed the ADA minimum requirements, improve access to fixed-route, provide alternative to public transportations that assist seniors and individuals with disabilities with transportation.

## **Priorities for 5311**

### **Priority One**

The first funding priority is to continue operating assistance to current Section 5310 and 5311 recipients.

Here exists a continuing demand for public transportation service and a need for federal subsidy.

### **Priority Two**

The second priority for funding is to support capital projects for existing systems. If and when capital funding is made available, eligible requests will be prioritized on the following basis:

- Replacement of old, worn-out or unsafe revenue vehicles.
- Purchase of vehicles for the expansion of existing services or purchase of additional vehicles to meet demonstrated capacity problems on current routes.
- Purchase of miscellaneous capital equipment (e.g. radios, shop equipment, etc.).



- Construction and/or renovation of facilities.

### **Priority Three**

The third priority is the funding of operating and capital expenses for new rural transportation systems. When establishing new service, ITD-PT may give priority to those areas which are in economically distressed counties. Other areas may also be considered.

Before the ITD-PT will approve any new rural transit project, the following must be determined:

- Goals and Objectives of an agency should determine why and to whom it wants to provide transportation. As the mission of the transportation program is clarified, there are specific issues that will shape a transportation system. These include:
  - Determining the geographic area to be served, the area's greatest transportation needs, and current transportation resources.
- Needs Assessment once the goals, objectives and service area are defined. A provider must determine what transportation needs are not being met by conducting a needs assessment within the proposed service area.

These needs assessment will aid a system in determining:

- Transportation needs for human services clients as well as the general public.
- Revenue sources to provide an adequate level of service to meet these needs.
- Existing transportation services, both public and private as well as existing vehicles in the service area, including their type, age, condition, seating capacity and whether for sale, lease or shared use.
- New vehicle and other capital needs.
- Municipal government support of rural transit.
- A multi-year financial plan. ITD-PT reserves the right to fund projects aimed at meeting transit needs that may not be identified through the public processes outlined below.

April 1 – April 30 - *ITD conducts review of all submitted applications*

May 1 – May 31- *ITD conducts technical assistance with applicants regarding application*

June 1 – June 30 – *Public Comment*

- ITD solicits comments on applications from organizations identified in statute 40-514, and the general public (also see PT Outreach Program). Applications submitted to PTAC at this time.

July 1 – July - *PTAC Meeting*

- ITD staff will compile applications and comments received and submit final summary to PTAC 7 business days prior to meeting.

July PTAC Meeting: PTAC reviews and advises on applications recommendations

August - *ITD Monthly Board Meeting*

- ITD Staff will present a summary of proposed recommended application funding agreed to by PTAC with ITD staff analysis.
- ITD PT will seek ITD Board approval on proposed recommended application funding.

### Attachment A

Questions must be submitted to Application Lead (found in Application Information). Using this form, you may ask as many questions as you need. Please Note the date questions are due and when answers to the questions will be posted.

Question #	Question	ITD-PT Response
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		



## Attachment B

### Public Transportation Services Application Form

#### Required for Submission

##### Application Information

---

Full Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

##### District you are applying for: (Please check as many as you need)

---

*District 1* \_\_\_\_ *District 2* \_\_\_\_ *District 3* \_\_\_\_ *District 4* \_\_\_\_ *District 5* \_\_\_\_ *District 6* \_\_\_\_

##### Type of Service(s) you are applying for: (Please check as many as you need)

---

\_\_\_\_ **5310** Acquisition for Service (aka Purchase of Service)

\_\_\_\_ **5311** Fixed Route

\_\_\_\_ **5311** Deviated fixed

\_\_\_\_ **5311** Paratransit

\_\_\_\_ **5311** Demand response

\_\_\_\_ **5311** Intercity Feeder Service

##### Capital you are applying for:

---

\_\_\_\_ **5310**

\_\_\_\_ **5311**

**See Attachment A for Budget amounts requested**

# Mountain Rides Agenda Discussion Item Summary

Date:

03/18/2015

From:

Jason Miller

Discussion Item:

4c. Discuss Mountain Rides' summer/fall 2015 Service Plan

Committee Review:

☒ yes

☐ no

Committee

Planning & Marketing

Purview:

Fiscal Impact:

Costs to run service plan included in current FY2015

Related Policy or  
Procedural Impact:

Adopted service plan

Background:

In May we will be printing our next 6 month schedule for the June - November time-frame. As we come out of our peak winter season, staff has revisited the service plan that was adopted for FY2015 and has discussed it with the Planning and Marketing Committee. Because we only have two opportunities per year to make schedule changes, it is important to review our routes, schedule and season.

At this time, we are not recommending any changes to the overall service plan, except to return Green back to it's non-peak configuration where it doesn't connect to Baldy View Circle. Connection can still be made via a transfer to Blue Route. We are also not recommending any change to the start of summer peak season. Staff recommends keeping the start of the summer peak season at Saturday, June 21st.

Attached you will find the adopted service plan for reference.



## **FY2015 Transportation Service Plan**

### **Adopted – 10/15/14, amended 11/5/14 for Green Route change**

Since our last board meeting, Mountain Rides has been soliciting public comments for the upcoming service plan update. The public comments received have been limited due to the fact, we believe, that there are not many changes being proposed, and we are largely keeping services as is.

Here are the public comments received:

- General bus comments
  - Allow dogs on buses, especially poodles
  - Daily bus to Galena Lodge in season – 2x (am and pm)
  - Resident pass needed – locals should get a discount
- Valley Route
  - Need bus stop at skate park
  - Express bus in morning from Hailey to Ketchum
  - More frequent buses in the morning
  - Less kids
  - Kids are rude and bump into regular commuter passengers
  - Need ½ hour service starting at 3p north and southbound
  - I am very pleased with morning run schedule
  - Kids in the afternoon can be loud and out of control
- Hailey Route
  - Airport service on weekends
  - Need a bus at 3:40 going towards town from Community Campus
  - Have Hailey Route bus run in between Valley Route bus times (change by 30 minutes)
- Red Route
  - Keep the route “as is”
  - Starting the route later is OK as long as it starts before July 4<sup>th</sup>
  - Good news for Red Route Bus Buddies
- Green Route
  - Needs to run through midday without a break

Most of these comments relate to issues we are aware of – we continue to work with schools and our drivers to make their impact manageable; we know there are many spots in the schedule where it would be nice to add service (Green, Valley and Hailey all have places where more service would be helpful but we don’t have the budget); the current dog policy is a balance of attracting rides while protecting safety and comfort (dogs

are allowed as service animals and in carriers); and pass prices are something that continually need to be looked at and adjusted to retain and attract ridership.

## **SERVICE PLAN OVERVIEW**

The service plan retains most service as is with the largest changes being that summer season is shortened by 1 week in order to balance the budget; however, we are able to improve Blue Route service during the peak summer season with Blue #2 starting at 7:30a instead of 10:30a. Other changes include an extension of Green Route to Baldy View Cr and an improvement to Hailey Route midday. Valley Route fares will be adjusted within Hailey and between Hailey and Bellevue.

Following is the service plan with the proposed changes highlighted in yellow.

## **SEASONS**

Here are the seasons we would define, as compared to 2014 seasons

Season	FY2014	FY2015
Early Winter	Nov 28 – Dec 13	Nov 27 – Dec 12
Peak Winter	Dec 14 – March 31	Dec 13 – Mar 31
Late Winter	April 1 – April 20	Apr 1 – Apr 19
Spring slack	April 21 – June 13	Apr 20 – June 26
Summer	June 14 – Sept 7	June 20 – Sept 6
Fall slack	Sept 8 – Nov 26	Sept 7 – Nov 25

Here is a route by route look at staff recommendations:

### **BLUE**

No changes to route configuration or timing. Dates/times of service:

Departure #1 (:00 out of Warm Springs, and :30 out of Elkhorn Springs)

- Runs year-round
- 7a – 9:30p hours of service year-round

Departure #2 ( :30 out of Warm Springs, and :00 out of Elkhorn Springs)

- Runs all winter (Nov 27-April 19) and summer (June 20-Sept 6) seasons
- 7:30a – 1:00a during winter
- 7:30a – 11:00p during summer (this is an improvement over FY14 summer schedule when Blue #2 didn't start until 10:30a)

### **RED**

No changes to route configuration or timing. Dates/times of service:

Departure #1 (:30 out of Elkhorn Springs, :00 out of downtown Ketchum)

- Runs entire winter and summer seasons
- 8:30a – 5:00p hours of service winter
- 8:30a – 5:30p hours of service summer (summer season is proposed to be 1 week shorter)
- Continue to provide symphony service

Departure #2 (:00 out of Elkhorn Springs, :30 out of downtown Ketchum)

- Runs winter peak (Dec 13- Mar 31)
- 9:00a – 4:00p

## **GREEN**

Change route to end at Baldy View Cr at Sun Valley Resort (winter only). Route timing would change a few minutes between :56 and :10 in order to accommodate this change. Dates/times of service:

Departure #1 (:00 out of Sun Valley Baldy Cr, :35 out of Meadows)

- Runs 7 days/wk during entire winter season with service from 7:35a – 5:30p with no midday break
- Runs 5 days/wk during slack and summer season with service 7:35a – 11a and 2:00p-5:30p hours of service (no service between 11a-2p)
- Provide deviations to serve those who cannot make it to regular bus stops – 2 hour advance notice required during normal business hours

## **HAILEY**

No changes to route configuration or timing. Dates/times of service:

Departure #1 (:00 out of south Woodside, :34 out of Albertsons)

- Weekday service only
- 8:00a – 5:00p hours of service (fill midday gap)

## **VALLEY**

No changes to current schedule or route configuration. One minor adjustment is to move 3:05p northbound trip by 10 minutes to allow for more recovery time and chance for more kids to use express school bus to eliminate Mountain Rides' overloads. See printed schedule for exact schedule – there are minor adjustments to the timing of the route due to the fact that road construction is done for now and the route is running faster. Midday gaps in service remain.

## **SILVER**

No changes to route configuration or timing. Dates/times of service:

Departure #1/3 (:00 and :30 out of Sun Valley Baldy Cr, and :15 and :45 out of River Run)

- Runs entire winter season from mountain open until mountain close
- 7a – 9:30p hours of service

Departure #2/4 (:15 and :45 out of Sun Valley Baldy Cr, and :00 and :30 out of River Run)

- Runs all winter (Nov 27-April 19) and summer (June 27-Sept 6) seasons
- 7:30a – 1:00a during winter

## **BRONZE**

No changes to route configuration or timing. Dates/times of service:

Departure #1/2 (:00 and :30 out of Sun Valley Baldy Cr, and :15 and :45 out of Warm Springs)

- Runs winter peak season only
- 8:30a – 11:00a and 1:15p – 3:30p hours of service

## **OTHER TRANSPORTATION SERVICES**



Mountain Rides will also continue to operate:

- ✓ Vanpool services
  - Public routes, Webb routes and Sun Valley Co routes
  - 8-14 routes, depending on time of year
- ✓ Safe Routes to School
  - Education, events and encouragement at schools for biking and walking to school
- ✓ 5B BikeShare
  - 40 bikes – 20 in Hailey and 20 in Ketchum
- ✓ Multi-modal transportation planning (bike-ped plan) and employer support



## **MINUTES**

### **Planning and Marketing Committee, Wednesday, 2/4/15, 1:00pm**

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

In attendance: Steve Wolper, Kristin Derrig, Nils Ribi, Dave Patrie, Kim MacPherson, Jason Miller, Jim Finch

Meeting start: 1:04pm

1. Review of final draft 2015 Marketing and Communications Plan
  - a. The group reviewed the Marketing and Communications plan together. Staff will incorporate a few minor changes and move forward to the full board for adoption.
2. Discuss outline of 5 year business plan and review approach to development
  - a. The group discussed the outline for the 5 year business plan. Committee members were positive about the overall direction and progress. Staff will make the additions and changes as discussed.
3. Other items to come before the committee
  - a. Jason Miller gave an update to the Night Owl route: 37 days so far and we've been averaging about 14 riders/hour, which is very good for night service

Meeting adjourn: 1:32pm



## **MINUTES**

### **Planning and Marketing Committee**

**Wednesday, 3/4/15, 1:00pm**

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

In attendance: Steve Wolper, Dave Patrie, Kristin Derrig, Jason Miller, Kim MacPherson, Wendy Crosby, Jim Finch and Keevan Shropshire (JHS architects)

Meeting start: 1:00pm

Adjourn: 1:30pm

1. Review final specifics of south valley facility bid package.
  - a. Keevan Shropshire of JHS architects gave an update to the bid package for the South Valley facility. The Apartment will not be a part of the building due to the fact that FTA looks unlikely to approve this, so JHS will repurpose the space for offices and training room.
2. Review night owl stats.
  - a. Jason and Kim gave an update on the Night Owl statistics from Dec 26<sup>th</sup> to Feb 28<sup>th</sup>. The group thinks Mountain Rides should keep it going and we will research ideas and come back to the board.
3. Discuss summer/fall transit service plan.
  - a. The group discussed the new start date for the summer schedule as June 20<sup>th</sup> and will keep with the current adopted plan for the next 6 months of our service plan (June – November 2015).
4. Other items to come before the committee. There were none.



## **MINUTES**

**Finance and Performance Committee 2/4/15, 2:30 pm**

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

In attendance: Joe Miczulski , Susan McBryant, Mark Gilbert, Steve Wolper, Jason Miller and Wendy Crosby

- 1) Reviewed and discussed December 2015 financials including quarterly fund financials. Committee requested an explanation of each fund and its purpose be included in the financials going forward.
- 2) Discussed updated project budgets for Ketchum transportation hub and South Valley facility, excess operating reserve allocation, and available cash balances. Committee requested that a summary sheet be prepared for the next F&P meeting that outlines possible sources of cash that could be used for project Bid Alternates.
- 3) Reviewed preliminary methodology for completing wage and benefit survey. Discussed including 2 categories, 1) wages and 2) benefits, and what is necessary for both attracting and retaining employees. Mark requested that wage data be normalized when using data from other geographic regions.
- 4) Established a special F&P meeting date for March 3 at 10AM in order to review HUB bids due on 2/25 before the Special Board meeting on March 4.

**Meeting adjourned 3:50PM**



## **Minutes**

### **Finance and Performance Committee**

**Tuesday 3/3/15, 9:30 a.m.**

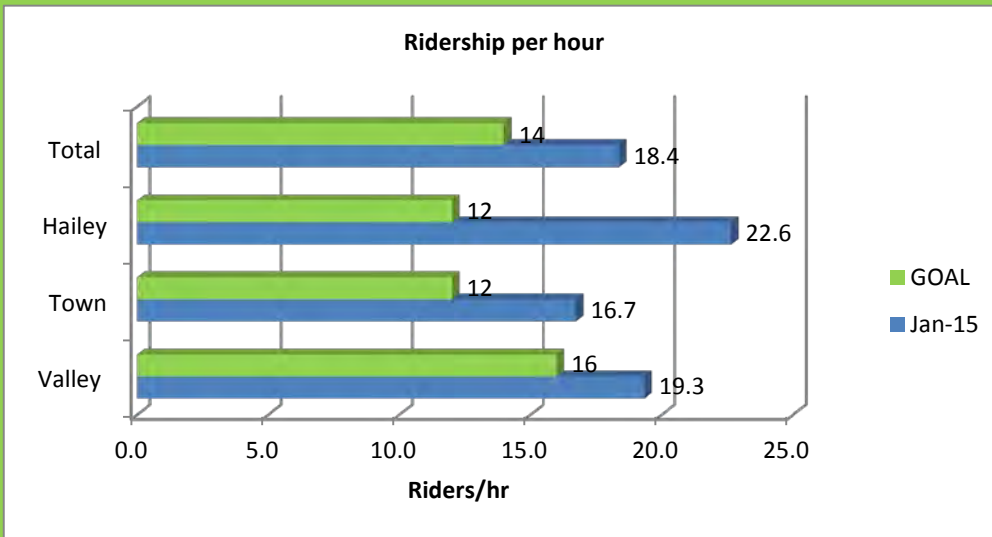
**Webb Conference Room Annex, 191 8<sup>th</sup> Street, Suite D, Ketchum, ID 83340**

Attendance: Joe Miczulski , Mark Gilbert, Susan McBryant, Michael David, Jason Miller and Wendy Crosby

- 1) Reviewed January 2015 financials and discussed any items not within budget. Discussed the holiday gift cards given to employees. The Committee requested that we have a line item under Salaries & Wages that includes items like these gift cards and safety awards. Discussed the concept that safety awards NOT be an 'all-or-nothing' award and have some gradation.
- 2) Discussed capital project budgets and available resources to complete projects. Staff presented budget scenarios for completing the base south valley project and potential bid alternates.
- 3) Reviewed Ketchum transportation hub bid results. Jason updated the Committee on the KURA agreement. It was not what MRTA was seeking and the level of control over the improvements was inconsistent with the requirements of the grant. Only one bid was received and it was in excess of budget for both Section A and Section A+B budgets. The Committee will recommend that the Board not move forward on the project. The Committee charged staff with finding ways to re-purpose the funds.
- 4) Reviewed draft contingency plan for potential service cuts. The Committee requested a similar plan for service additions.
- 5) Discussed salary survey methodology. The Committee felt that pay scales of local employers provided more meaningful comparison as MRTA recruits are local hires not out-of-town hires. Staff was guided to use the pay scales of other comparable resort s as a point of reference but to focus on local employment competition. It was also suggested that employment opportunities be advertised in Shoshone, Jerome and Magic Valley cities.
- 6) Discussed South Valley design update that eliminates the workforce housing apartment and replaces it with additional storage and office space.

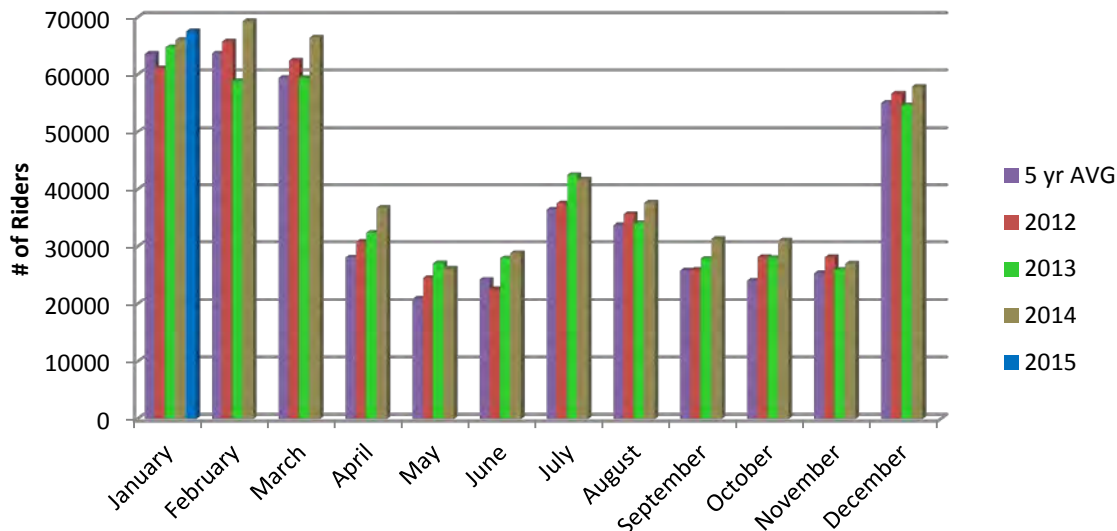
**Meeting Adjourned : 11:50AM**

## PERFORMANCE DASHBOARD - RIDERSHIP, JANUARY 2015



**Definition:** One way rides for the month divided by the number of bus revenue service hours for the month (aka productivity) - being higher than goal is good. 15 is reasonable goal for a resort-rural fixed route system.

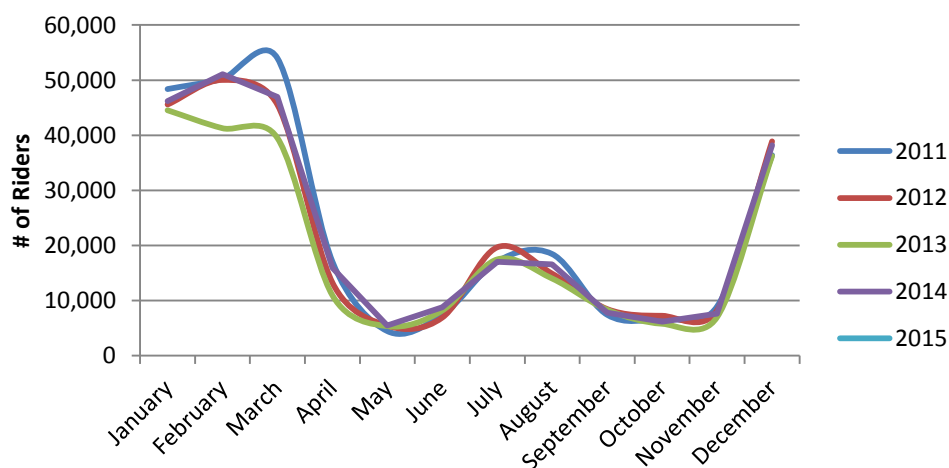
### Total Ridership by Month



2015 YTD Ridership 67553  
 2014 YTD Ridership 66231  
 2013 YTD Ridership 64,817  
 2012 YTD Ridership 61,140

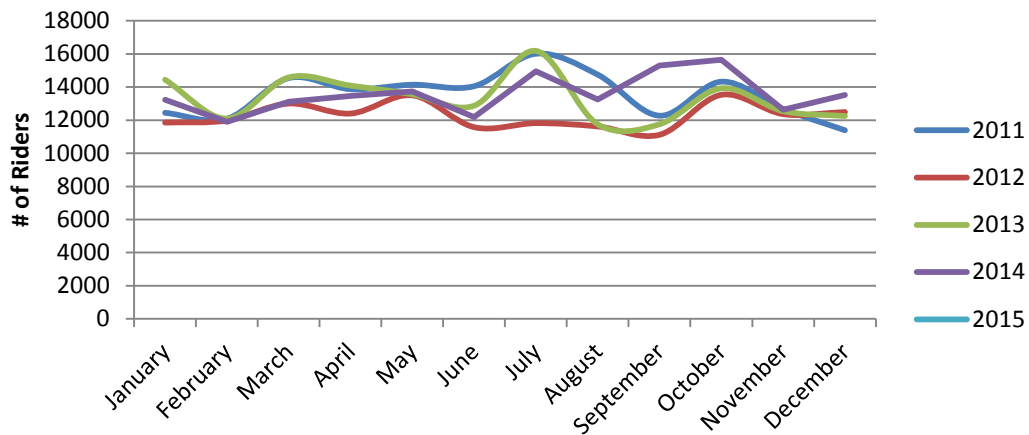
**Definition:** Monthly ridership compared with one year ago, two years ago and the 5 year average.

### Town Routes

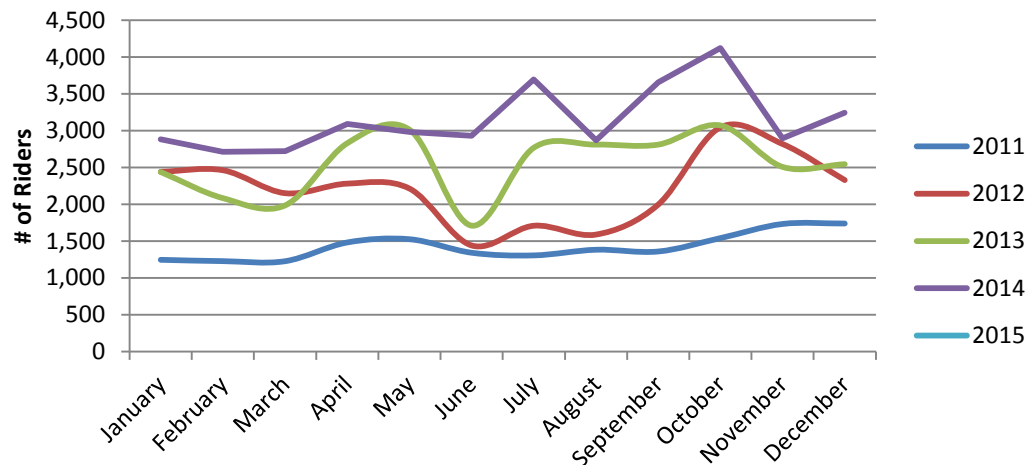


## PERFORMANCE DASHBOARD - RIDERSHIP BY ROUTE, JANUARY 2015

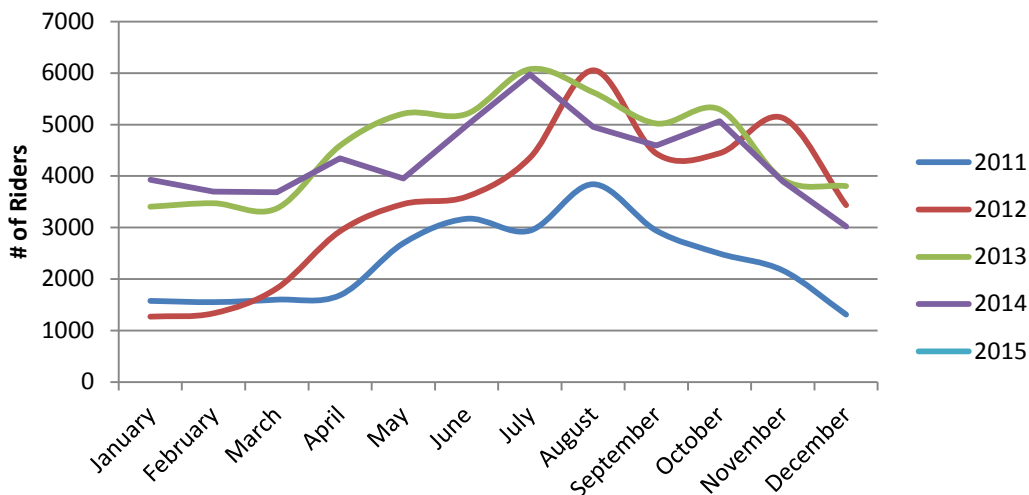
### Valley Route



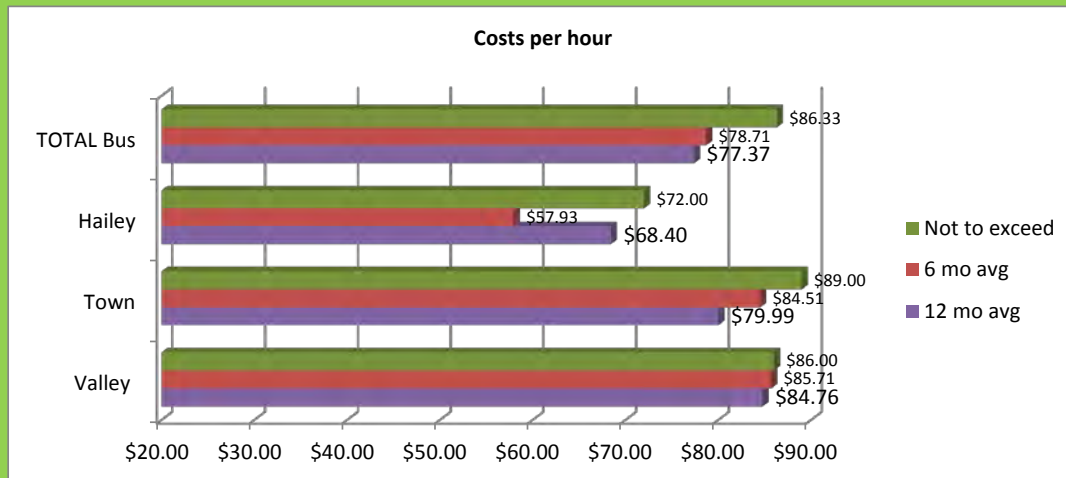
### Hailey Route



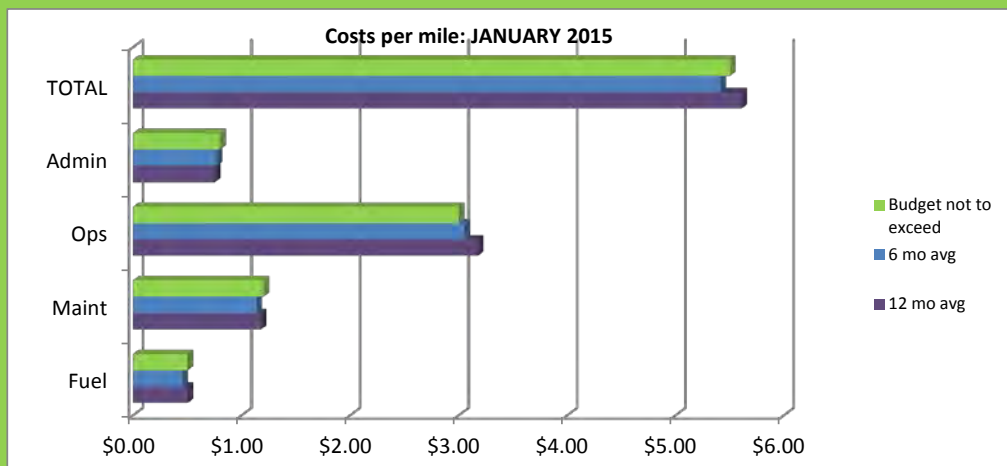
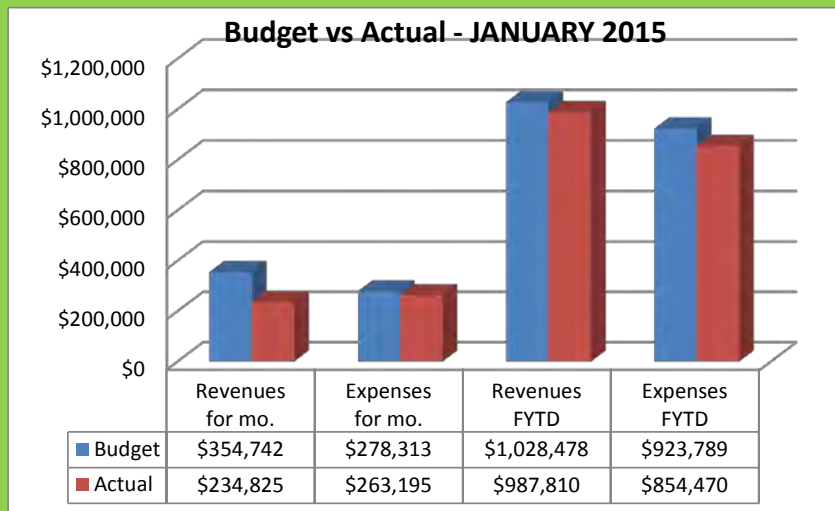
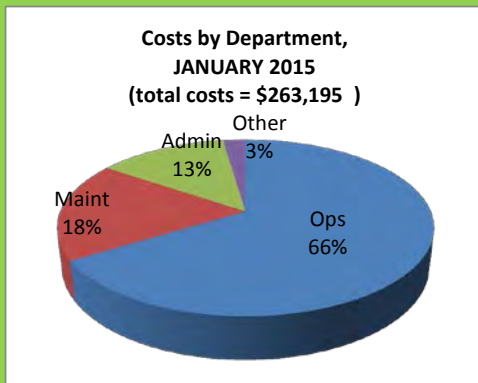
### Vanpool



## PERFORMANCE DASHBOARD - FINANCIAL, JANUARY 2015



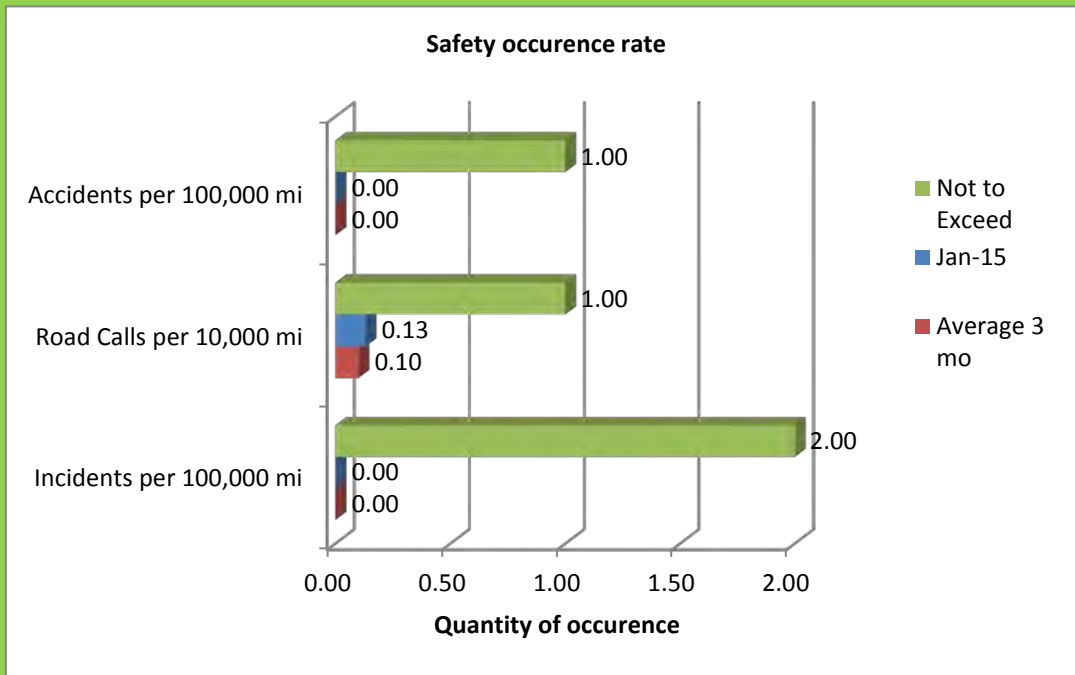
Definition: Monthly costs divided by the number of bus revenue service hours operated for the month. Being lower than goal is good. Monthly numbers are compared to 6 and 12 month averages in order to give a longer time period for reference (monthly fluctuations can be great).



Definition: Costs for services are taken in total for the month and then divided by the mileage operated for the month. Costs are also calculated for each department to show the contribution to costs per mile. The budget is established based on historical averages and what is reasonable on a statewide basis for a rural fixed route system.



## PERFORMANCE DASHBOARD - SAFETY, JANUARY 2015



Definition: This is the rate at which these safety related items are happening at a rate that is consistent with industry

Safety	Nov-14	Dec-14	Jan-15
<b>Incidents</b>	0	0	0
<b>Accidents</b>	0	0	0
<b>Road Calls</b>	1	0	1

**Incident** is defined as an event that involved a minor collision, injury or altercation that may have caused physical damage or injury (less than \$200) to MRTA property or persons only. No outside parties involved.

**Accident** is defined as an event that caused damage to one or more MR vehicles or property in excess of \$200 OR damage to vehicles, property or persons unrelated to MRTA in any amount.

**Road Call** is defined as a vehicle that is taken out of revenue service because of a need for unscheduled maintenance.

**MAINTENANCE DAYS WITHOUT  
A LOSS TIME ACCIDENT OR  
INJURY: Current 527**

# Mountain Rides Staff Report

Date:

03/18/2015

Staff Member:

Jim Finch

Department:

Operations

Department  
Highlights from the  
Previous Month:

FEBRUARY RIDERSHIP REPORT: 8% overall loss compared to 2014 due to a poor snow year and lackluster skier visits. Decreased to 63,525 for 2015 compared to 69,845 passenger trips for 2014.

TOWN ROUTES: 15% drop overall at 43,598 trips..

BLUE ROUTE: -5% compared to 2014 @ 22,667 trips. Night Owl ended 2/28/15.

GREEN ROUTE: +58% @ 2,488 trips

SEASONAL ROUTES: SILVER -32% 14,554 trips; RED +4% 2,480 trips;

BRONZE: -20% 1,409 trips

HAILEY ROUTE: +30% 3,530 trips

VALLEY ROUTE: +15% 13,665 trips some gain due to Free Fridays.

VANPOOL: -28% No Webb vans, Less SVCo demand. Total of 2,657 trips.

Progress on  
projects/initiatives:

NO AT FAULT COLLISIONS IN 2015 TO DATE! SAFETY FIRST PAYS OFF!

Challenges/  
Opportunities:

Manpower shortage is a challenge this winter. Due to various factors we have experienced an irregular amount of overtime pay.

# Mountain Rides Staff Report

Date:

03/18/2015

Staff Member:

Kim MacPherson

Department:

Marketing Outreach

Department  
Highlights from the  
Previous Month:

We had Free Fridays on the Valley route in the month of February and saw an increase in ridership of 34% over February 2014 for those particular Fridays.

I attended a CTAI seminar at the end of February in Boise. The presentation was about messaging, relationships and tools to improve our media relations. It was very interesting and I found some confidence in knowing that we are on the right track as far as what we are doing with our Marketing & Communications plan.

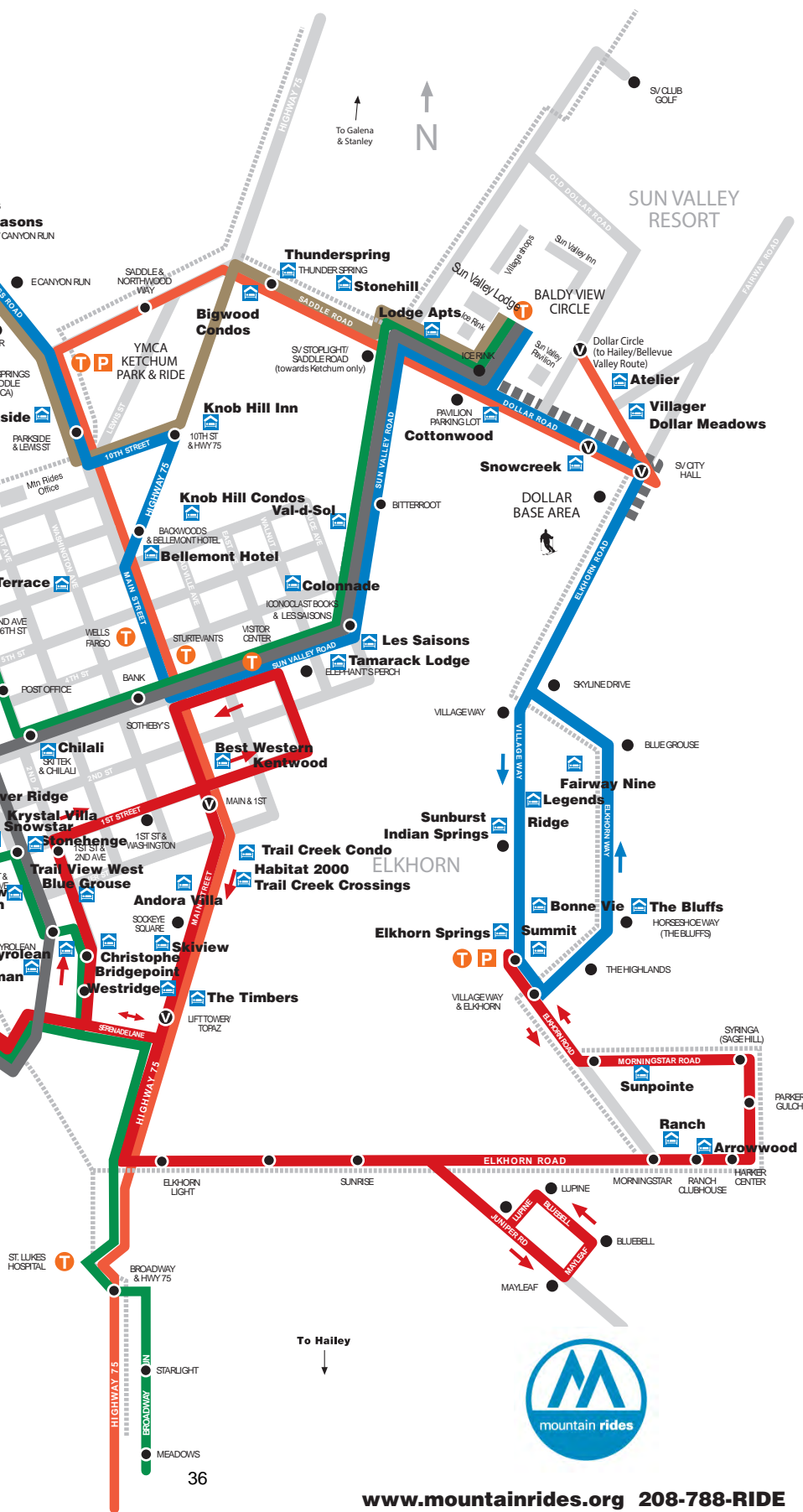
I also spent a day and sat in on many meetings with Valley Ride transit at their offices in Meridian. I was able to speak with many of the people who work on the same projects at Valley Ride that I am involved with at Mountain Rides; RouteMatch, schedules, marketing, surveys, customer service, board agendas and packets...etc. One thing that I learned is that our small staff at Mountain Rides gets a lot done on a small budget!

Progress on  
projects/initiatives:

- Spring customer service survey has started
- Updates with Mountain Rides branding is ongoing
- Schedule revamp has started and I hope to have something to show for the April 1st Planning & Marketing meeting
- We are researching opportunities for a depot monitor at the Hailey Park & Ride
- I've been creating more maps for rental companies; Coldwell Banker has one now

-I've attached a full system map with condo locations on it and would like to incorporate it on the Mountain Rides website

Challenges/  
Opportunities:



# Mountain Rides Staff Report

Date:

03/18/2015

Staff Member:

Kaz Thea

Department:

Bike-Ped

Department  
Highlights from the  
Previous Month:

I worked with SoBi, our bikeshare vendor, to update the website for bikeshare and we now have a user friendly, aesthetically very attractive and engaging site with our own web address mrbikeshare.org. We also are working with Windy City to brand the bikes with Mountain Rides and BikeShare logos and update all the signs already used for HUBs to the new logo and look. I signed on 2 sponsors to bikeshare who will advertise on our bike baskets: St. Luke's Hospital and St. Thomas Episcopal Church. I am working on other sponsorships including Wood River YMCA and others. We are selling advertisement space on our baskets, the HUB sign, and naming a bike on the 2 back side panels. I am working with the City of Ketchum and the Ketchum URA to get agreements signed for placing bike-racks on city property and KURA easement property to become HUBs in front of Despos and the Visitor Center. We will also have a HUB station at the YMCA. Working on a HUB at Bigwood Bread in the light industrial. We have postcards being printed and designs for all our signs including a design for Bikeshare logo completed by Jeff Lowe. The bikeshare logo uses a similar design as Mountain Rides logo; the circle is a bike cog.

Progress on  
projects/initiatives:

A lot accomplished on Bikeshare to get the program up and running and ready for launch in Hailey and Ketchum this spring, sometime by the end of April. I will start on Safe Routes to School in April including Bike/Walk to School event paired with Bike to Work Day on May 15 and bike challenge week, interact with parents to support biking and walking, and work with PE teachers to do a bike safety and rodeo in the schools.

St. Luke's signed on to sponsor our helmet safety program and donated \$250 to purchase helmets. We will take them to all the spring events to give away to kids without helmets.

Challenges/  
Opportunities:

The one big challenge is getting sponsors to help support bikeshare. I believe once the bikes are out in the community and businesses see some basket wraps, I believe many more will sign on. The Ketchum Community has shown great excitement about bikeshare coming to Ketchum this year.

# Mountain Rides Staff Report

Date:

03/18/2015

Staff Member:

Wendy Crosby

Department:

Business-Finance

Department  
Highlights from the  
Previous Month:

We qualified for the ICRMP 5% discount on our 2015-16 premium. It was a great effort by all employees to get this done - employees had to complete two online training courses through ICRMP, review our employee manual and attend two safety meetings in order for us to qualify for the discount program.

We have not received any confirmation of additional 5316 or 5317 funds. ITD continues to reimburse us for 5317 expenses submitted despite the full use of our preventative maintenance allocation. ITD is very short staffed right now and once they are back to full staffing, I expect we will see agreements to cover these additional funds.

Progress on  
projects/initiatives:

Capital projects and the relative bids and release of bid documents have taken up much of my time in the past month. The south valley facility bid documents set a new record for pages, 466! The document is very thorough and we expect very few questions ;o).

Challenges/  
Opportunities:

The 2015-16 grant applications have been received and we are beginning to gather all information and to complete the applications. Deadline is the end of March.

# Mountain Rides Staff Report

Date:

03/18/2015

Staff Member:

Jason Miller

Department:

Executive Director

Department  
Highlights from the  
Previous Month:

Conclusion of Mobility Management task force - my involvement with this task force ended in late January. The result of this was approval of a plan that provides \$35,000 per district in mobility management funding that isn't at odds with provider funding. This is sustainable funding that is coming from ITD's admin funding. This is a good thing for the state in that mobility management will continue, albeit at a lower level, but it doesn't mean less money for service providers like Mountain Rides. This task force also was the first group to preview the new direction for ITD Public Transportation division. This new direction is a good turn of events in that funding cycles will be simplified and only occur every two years, providing a longer planning horizon, and the focus going forward is on maintaining existing services and ridership.

APTA meeting - in early February, I attended the APTA CEO meeting. This meeting was focused on management issues, labor trends, best practices in hiring and safety management. I found it very useful as we look to carry out a salary and benefits survey and hire for operations and maintenance positions.

Progress on  
projects/initiatives:

District Coordinating Councils - as a result of the new direction for ITD, District Coordinating Councils will no longer be making funding decisions for the public transportation applications. All applications will now be made to the ITD Public Transportation office and DCCs become District Coordinating Groups that will meet twice a year to give input on transit needs.

Hub - the Ketchum Urban Renewal Agency meets Monday March 16. They will consider whether they want us to return the balance of their project funds or to allow us to keep the funds until such time as we determine what direction we want to take with this project.

South Valley facility - the bid is officially "on the street" and out to a wide variety of local and regional contractors, as well as being advertised in 3 regional newspapers.

New bus order - we recently had our pre-build meeting with Gillig to finalize the specs on our 35' bus that we ordered last year and will be built in November of this year.

Challenges/  
Opportunities:

Galena service opportunity - ITD and BCRD are actively working on solutions to parking issues along the trail system and at Galena lodge. The Blaine Co Regional Transportation Committee has asked ITD to consider a safety study of the corridor. As an identified initiative in our strategic plan, Mountain Rides will be a part of this discussion and determine if transit should be part of the solution and what it would take to start a service.



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 Ribi (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 formality of 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



**SPECIAL BOARD MEETING  
MINUTES  
MOUNTAIN RIDES TRANSPORTATION AUTHORITY  
Wednesday, February 4, 2015, 1:30 p.m.  
Webb Conference Room Annex, 191 8<sup>th</sup> Street, Suite D, 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 Special Meeting in the Webb Conference Room Annex, Ketchum, Idaho.

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

**ABSENT:** Michael David (Ketchum)

**ALSO** Mountain Rides Executive Director Jason Miller

**PRESENT:** Mountain Rides Business Manager Wendy Crosby  
Support Specialist Kim MacPherson  
Operations Manager Jim Finch  
Maintenance Supervisor Rod Domke  
Keewan Shropshire, JHS Architects  
Stephen Stump, JHS Architects  
Sarah Michael, District 4 Mobility Manager  
Terry Smith *Idaho Mountain Express*

**1. CALL TO ORDER**

Chair Mark Gilbert called to order the meeting of Wednesday, February 4, 2015 at 1:34pm. Secretary Steve Wolper called roll and a quorum was established.

Sarah Michael, District 4 Mobility Manager, announced a meeting that ITD has scheduled on Tuesday, February 17<sup>th</sup> in Shoshone to go over the reorganization of ITD. Sarah said that ITD will be working closer with providers in the future. Sarah's job will end on Feb 28<sup>th</sup>.

**2. PRESENTATION**

Keewan Shropshire from JHS Architects gave an update to the South Valley Facility project. He presented the group with a set of drawings and specifications which are about 35% complete with the plan to have them 90-95% complete by the next board meeting on February 18<sup>th</sup>. They met with staff before the meeting and went over the drawings.

**3. Action item:**

*Action on adoption of 2015 Strategic Work Plan*

Jason Miller presented the plan which was discussed at the last meeting. The plan has been updated with a few minor additions and/or changes. Steve Wolper asked if staff could include multi-modal information that Mountain Rides is a part of in the Vision, Mission and Goals.

**Nils Ribi made a motion to approve the document entitled Mountain Rides' Strategic Plan for 2015 dated February 4, 2015 with the suggested changes. Joe Miczulski seconded and the motion passed unanimously.**

**4. Action item:**

*Action on release of Invitation to Bid for Ketchum Transportation Hub, February 2015*

Jason Miller gave an update to the release of the bid on Thursday, Feb 5<sup>th</sup>. The bid has now been divided into two separate bids; Bid on "A": includes all of the improvements back from the curb: sidewalks, signage, bus shelters, lighting, passenger amenities and bus lane. "B" includes the bulb-outs and the decorative concrete. Bidders will be able to bid on A or A+B but not B only. Joe Miczulski asked about whether we would be able to complete "B" later if we only get enough money for "A". Nils Ribi repeated his comment from an earlier board meeting stating that if we didn't build the bulb-outs, it's just going to be another bus stop. Susan McBryant stated that she was disappointed that we didn't get a different option with a reduced scope of work. She would not be opposed to doing just "A" but she is reluctant to support "B" later. Mark Gilbert stated there are a lot of considerations and we need to think about all the issues. He would like the bid to state that it would be a "notice to complete by a time period" instead of a specified date.

**Dave Patrie moved to approve the release of the Invitation to Bid for the Ketchum Transportation Hub dated February 2015 including an amendment to 17.08.1. Kristin Derrig seconded and the motion carried unanimously.**

Jason Miller spoke about the Employee Safety Party we had the previous Saturday night. Jason also told the group about Rod Domke's early retirement. He thanked Rod for his service. Rod Domke stated the reason for retiring was to spend more time with his family.

Terry Smith of the *Idaho Mountain Express* asked about the changes that were made to the Hub. Jason Miller said the changes being made were: heaters eliminated, eliminate separate metering which will now be a subpanel at the Visitor Center, pavers will not be decorative pavers, panels on the bus shelters will not be decorative, and the bike racks will be basic.

**5. Adjournment**

**Nils Ribi moved to adjourn the meeting at 2:30pm. Dave Patrie seconded and the motion carried unanimously.**

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Chair Mark Gilbert



**SPECIAL BOARD MEETING  
MINUTES  
MOUNTAIN RIDES TRANSPORTATION AUTHORITY  
Wednesday, March 4, 2015, 1:30 p.m.  
Webb Conference Room Annex, 191 8<sup>th</sup> Street, Suite D, 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 Special Meeting in the Webb Conference Room Annex, Ketchum, Idaho.

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

**ABSENT:** Susan McBryant (Hailey) and Jane Conard (Sun Valley)

**ALSO** Mountain Rides Executive Director Jason Miller

**PRESENT:** Mountain Rides Business Manager Wendy Crosby  
Support Specialist Kim MacPherson  
Operations Manager Jim Finch  
Keewan Shropshire, JHS Architects  
Kurt Eggers, Eggers and Associates  
Terry Smith *Idaho Mountain Express*

**1. CALL TO ORDER**

Chair Mark Gilbert called to order the meeting of Wednesday, March 4, 2015 at 1:30pm. Secretary Steve Wolper called roll and a quorum was established.

**2. Action item:**

*Action on bid results of Invitation to Bid for Ketchum Transportation Hub, released February 4, 2015*

Jason Miller gave an update to the Ketchum transportation Hub bid. There was only one bid which was over budget. The lease easement agreement from the KURA was not approved. The KURA wanted it to be a "license agreement." Jason Miller recommended rejecting the bid. Board member Steve Wolper said that it is just a "bump in the road." Board member Mike David agreed and said that as a Ketchum City Council member he supports the project. Board member Dave Patrie believes a transit hub is integral in a community like ours. Dave also said that paid parking discussions have started. Jason Miller stated that this experience or point where we are at happens in the transit world with projects such as this. Jim Finch asked how do we build this project with a \$312,000 budget. Kurt Eggers stated that he is disappointed

that this project wasn't able to be built as he was looking forward to the project. Jason Miller stated that Mountain Rides staff will follow up with Sawtooth Construction. Mark Gilbert stated that this is just "an inability to proceed" and not a failure and that we intend to prevail.

**Dave Patrie moved to reject the single bid received from Sawtooth Construction in the amount of \$563,176.36 for Section A and reject the single bid received from Sawtooth Construction in the amount of \$880,111.96 for Section A+B and to direct staff to find a way to repurpose the grant federal funds to use within the community. These bids are rejected on the grounds that both are over the established budget for the project and that Mountain Rides has been unable to obtain satisfactory continuing control over the property where improvements are made, which is required of the Federal Transit Administration funding for the project. Joe Miczulski seconded and the motion passed unanimously.**

### **3. Action item:**

*Action on release of Invitation to Bid for Bellevue South Valley Facility, March 2015*

Jason Miller gave an update on the South Valley facility. Keevan Shropshire of JHS and his staff have been working on moving this project towards bid release, which is still scheduled for March 11, 2015. Most recently Mountain Rides staff has been working with the Federal Transit Administration on the inclusion of the apartment. FTA has indicated that the apartment may not be an allowable part of this project and that there may be an involved review process. Initially, FTA indicated that we would only need to submit a joint development letter, but they are now indicating that this may not be the right course and that it would be much more lengthy, difficult and questionable as to approval. This issue was discussed at the Finance and Performance Committee, and the recommendation from the committee is to not include an apartment and to change that space to a larger driver break/training room and additional employee offices. With this change coming close to when we want to advertise bids on March 11<sup>th</sup>, there is much last minute work to be done to update the drawings and documentation. As a result, Jason Miller suggests that the board authorize him to coordinate all of the necessary final details. Keevan wanted to stress that fact that the space is being repurposed and not "redesigned" so they are not adding any costs to the project. Keevan also stated that he will be in contact with the bidders,

**Joe Miczulski moved to release and advertise the Invitation to Bid for Mountain Rides South Valley Transit Facility construction in Bellevue Idaho on March 11<sup>th</sup>, 2015, subject to final review by legal counsel to ensure compliance with all applicable state and federal rules, regulations and statutes, and subject to changing the apartment area of the building to a driver break room and employee offices. This Invitation for Bid will be advertised on March 11<sup>th</sup> and 18<sup>th</sup> and bids will be received until 2:00pm on April 10<sup>th</sup>, 2015. Additionally, the Executive Director is authorized to manage, in conjunction with the project architect JHS, the final assembly of this bid and completion of all associated bid documents between now and when the bid is advertised on March 11<sup>th</sup>, 2015. Kristin Derrig seconded and the motion carried unanimously.**

#### **4. Action item:**

*Action on submission of letter to FTA requesting approval of joint development use of the south valley facility for one (1) workforce housing accessory dwelling unit*

This item is removed from the agenda due to the fact that it appears unlikely that FTA will approve this and that adding the apartment to the scope of work for the grant would be problematic and possibly disallowed. Staff and Finance and Performance committee recommend changing the apartment space to offices and larger driver break room.

Terry Smith of the *Idaho Mountain Express* asked about the reason for having a residential apartment in the first place for the South Valley facility. Jason Miller said to be consistent since we have workforce housing currently in the Mountain Rides building. Terry Smith also asked how much money was spent to date regarding the transportation hub. Jason Miller said that approximately \$70,000 has been spent to date on the hub design.

#### **5. Adjournment**

**Dave Patrie moved to adjourn the meeting at 2:10pm. Mike David seconded and the motion carried unanimously.**

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Chair Mark Gilbert



# Mountain Rides Agenda Item Summary

Date: 03/18/2015

From: Wendy Crosby

Subject: 7b. Dec 2014 financials

Background:

Dec 2014:

We are continuing to draw down 5311 funds before their 3/31/2015 expiration and are on track to fully use all available funds this year. 5310 reimbursements now include the full effect of our Green Route deviated service and are being drawn in line with the budget.

Local Ketchum funding includes \$10K for the Night Owl service. Sun Valley has approved a \$2K contribution and we will invoice for the remaining portion this month.

Advertising revenue is being collected quicker than budgeted due to the good efforts of Nicole Brown, our advertising salesperson.

Total Expenses were at 82% of budget for the month thanks to lower than budgeted Payroll and Fuel costs. Despite more overtime due to our driver shortage, payroll was below budget for the month. Fuel was also below budget. Although fuel costs are expected to return to 'normal' levels, our vendor reduced our pricing structure as a result of the competitive fuel bid late last year and we are receiving excellent prices.

For the month, all expenses are within 5% of or below budget except for 58000 Communications and 63000 Printing and Reproduction. Both of these items are running over both for the month and year-to-date due to timing of expenses, but are expected to fall into line with budget later in the fiscal year.

December 2014 Checks Issued:

Large (over \$2,500)/Unusual Items of note:

Davis Embroidery- \$3,436.21- winter uniforms

Nicole Brown- \$2,752.50- Bus Ad commissions

Idaho Transmission Warehouse- \$4,093.50- Sprinter transmission; credit back for Core return of \$1,500 in January

Alexander Clark Printing- \$5,013.40-winter schedules

Les Schwab- \$8,038.17- winter tire change-over

Gillig- \$3,301.45-brakes Bus #5

Wendy Crosby-\$709.47- expense reimbursement for Seattle TrAMS training

# Mountain Rides Agenda Item Summary

Date:

03/18/2015

From:

Wendy Crosby

Subject:

7b. December financials continued

Background:

Quarterly Report on Funds:

- Contingency Fund-The only activity is the transfer of funds from the Ops Fund. There has been no use of contingency funds this FY year-to-date.
- Work Force Housing Fund- Surplus of about \$1,000 this FY year-to-date.
- Facilities Fund- Surplus of \$11,400. Design costs for the South Valley are the only activity in this fund during the quarter.
- Capital Equipment Fund- MRTA acquired 2 new van pool vans, completed refurbishment of 2 buses (#3 and 5), and received additional funding and pre-purchased parts for the bike share program. Also, the remaining balance of our Asset Management award was utilized to acquire a key-less entry system for the Ketchum building.

Balance sheets are included for each fund to show cash balances.

5:03 PM

01/29/15

Accrual Basis

**MRTA - Operations Main**  
**Revenue & Expenditures Budget Performance**  
**December 2014**

	Dec 14	Budget	% of Budget	Oct - Dec 14	YTD Budget	% of Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
41000 · Federal Funding							
41200 · Federal - 5311	94,705.00	77,000.00	123.0%	276,429.00	236,000.00	117.1%	845,000.00
41400 · Federal - 5317	1,102.00	0.00	100.0%	3,873.00	0.00	100.0%	14,000.00
41500 · Federal - Stimulus/5310	5,416.00	5,000.00	108.3%	12,823.00	12,500.00	102.6%	50,000.00
41600 · Federal - SRTS	1,566.11	0.00	100.0%	1,566.11	0.00	100.0%	15,000.00
<b>Total 41000 · Federal Funding</b>	<b>102,789.11</b>	<b>82,000.00</b>	<b>125.4%</b>	<b>294,691.11</b>	<b>248,500.00</b>	<b>118.6%</b>	<b>924,000.00</b>
42000 · State Funding							
42400 · State - Training	730.49	1,000.00	73.0%	2,635.46	4,000.00	65.9%	7,500.00
<b>Total 42000 · State Funding</b>	<b>730.49</b>	<b>1,000.00</b>	<b>73.0%</b>	<b>2,635.46</b>	<b>4,000.00</b>	<b>65.9%</b>	<b>7,500.00</b>
43000 · Local Funding							
43100 · Local - Ketchum	50,333.33	40,333.33	124.8%	130,999.99	120,999.99	108.3%	484,000.00
43200 · Local - Hailey	4,986.66	4,986.67	100.0%	14,960.00	14,960.01	100.0%	59,840.00
43300 · Local - Bellevue	0.00	0.00	0.0%	440.00	0.00	100.0%	0.00
43400 · Local - Blaine County	9,000.00	9,000.00	100.0%	27,000.00	27,000.00	100.0%	108,000.00
43500 · Local - Sun Valley	18,333.34	18,333.33	100.0%	55,000.00	54,999.99	100.0%	220,000.00
43600 · Local - Sun Valley Company	30,800.00	30,800.00	100.0%	66,000.00	66,000.00	100.0%	157,080.00
<b>Total 43000 · Local Funding</b>	<b>113,453.33</b>	<b>103,453.33</b>	<b>109.7%</b>	<b>294,399.99</b>	<b>283,959.99</b>	<b>103.7%</b>	<b>1,028,920.00</b>
44000 · Fares							
44100 · Fares - Valley Cash	6,505.50	6,000.00	108.4%	15,764.60	18,000.00	87.6%	76,000.00
44200 · Fares - Valley Passes	5,779.50	6,000.00	96.3%	46,299.25	48,000.00	96.5%	130,000.00
44300 · Fares - Vanpool	13,044.73	13,000.00	100.3%	46,404.11	41,000.00	113.2%	175,000.00
44400 · Fares - ADA	130.00	80.00	162.5%	298.00	250.00	119.2%	1,000.00
<b>Total 44000 · Fares</b>	<b>25,459.73</b>	<b>25,080.00</b>	<b>101.5%</b>	<b>108,765.96</b>	<b>107,250.00</b>	<b>101.4%</b>	<b>382,000.00</b>
45000 · Revenue							
45100 · Rev - Advertising	23,637.50	11,000.00	214.9%	33,032.50	19,000.00	173.9%	55,000.00
45450 · Rev - Misc.	0.00	0.00	0.0%	9,613.52	0.00	100.0%	0.00
45500 · Rev - Charter/Special Event	400.00	500.00	80.0%	960.00	1,900.00	50.5%	15,000.00
45600 · Rev - Bike Share- Bike Swap	0.00	0.00	0.0%	0.00	0.00	0.0%	5,000.00
<b>Total 45000 · Revenue</b>	<b>24,037.50</b>	<b>11,500.00</b>	<b>209.0%</b>	<b>43,606.02</b>	<b>20,900.00</b>	<b>208.6%</b>	<b>75,000.00</b>
47000 · Private Donations							
47100 · Priv. Donation - Foundations	0.00	0.00	0.0%	0.00	0.00	0.0%	500.00
<b>Total 47000 · Private Donations</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>500.00</b>
48000 · Transfers							
48400 · Transfer - Housing Fund	1,666.67	1,666.67	100.0%	4,999.99	5,000.01	100.0%	20,000.00
<b>Total 48000 · Transfers</b>	<b>1,666.67</b>	<b>1,666.67</b>	<b>100.0%</b>	<b>4,999.99</b>	<b>5,000.01</b>	<b>100.0%</b>	<b>20,000.00</b>
49000 · Interest Income	30.98	41.67	74.3%	87.45	125.01	70.0%	500.00
49500 · Diesel Tax Refunds	0.00	0.00	0.0%	3,799.00	4,000.00	95.0%	19,000.00
49800 · Excess Operating Funds	0.00	0.00	0.0%	0.00	0.00	0.0%	75,000.00
<b>Total Income</b>	<b>268,167.81</b>	<b>224,741.67</b>	<b>119.3%</b>	<b>752,984.98</b>	<b>673,735.01</b>	<b>111.8%</b>	<b>2,532,420.00</b>
<b>Gross Profit</b>	<b>268,167.81</b>	<b>224,741.67</b>	<b>119.3%</b>	<b>752,984.98</b>	<b>673,735.01</b>	<b>111.8%</b>	<b>2,532,420.00</b>

**MRTA - Operations Main**  
**Revenue & Expenditures Budget Performance**  
**December 2014**

	Dec 14	Budget	% of Budget	Oct - Dec 14	YTD Budget	% of Budget	Annual Budget
<b>Expense</b>							
<b>51000 · Payroll Expenses</b>							
51100 · Salaries and Wages	98,850.81	117,500.00	84.1%	259,521.07	272,500.00	95.2%	1,159,000.00
51300 · FICA Expense	5,819.46	7,230.00	80.5%	15,252.28	16,890.00	90.3%	72,500.00
51350 · Medicare Tax Expense	1,361.02	1,415.00	96.2%	3,567.07	3,745.00	95.2%	17,250.00
51400 · Retirement Plan Expenses	7,468.61	7,000.00	106.7%	22,963.80	22,500.00	102.1%	93,000.00
51500 · Workers Comp Expense	0.00	166.67	0.0%	11,545.00	10,000.01	115.4%	45,000.00
51600 · SUI Expense	771.75	2,576.67	30.0%	2,099.80	5,730.01	36.6%	24,000.00
51700 · Medical Ins. Expense	13,963.46	11,500.00	121.4%	36,928.36	34,500.00	107.0%	142,000.00
51800 · Dental Ins. Expense	1,022.42	1,016.67	100.6%	3,056.85	2,850.01	107.3%	12,000.00
51975 · Employee Assistance expense	0.00	416.67	0.0%	0.00	1,250.01	0.0%	5,000.00
51000 · Payroll Expenses - Other	189.80	150.00	126.5%	379.20	400.00	94.8%	1,750.00
<b>Total 51000 · Payroll Expenses</b>	<b>129,447.33</b>	<b>148,971.68</b>	<b>86.9%</b>	<b>355,313.43</b>	<b>370,365.04</b>	<b>95.9%</b>	<b>1,571,500.00</b>
<b>52000 · Insurance Expense</b>							
52100 · Ins. - Vehicles	8,750.00	8,750.00	100.0%	26,250.00	26,250.00	100.0%	105,000.00
52150 · Ins- Deductibles/claims	0.00	2,000.00	0.0%	0.00	2,500.00	0.0%	6,000.00
<b>Total 52000 · Insurance Expense</b>	<b>8,750.00</b>	<b>10,750.00</b>	<b>81.4%</b>	<b>26,250.00</b>	<b>28,750.00</b>	<b>91.3%</b>	<b>111,000.00</b>
<b>53000 · Professional Fees</b>							
53100 · Accounting & Audit	9,400.00	9,500.00	98.9%	9,400.00	9,500.00	98.9%	11,000.00
53200 · IT Systems	0.00	500.00	0.0%	460.00	1,200.00	38.3%	12,000.00
53400 · Legal Fees	230.40	600.00	38.4%	1,651.20	1,400.00	117.9%	7,000.00
53450 · Planning/ Design	0.00	0.00	0.0%	550.00	500.00	110.0%	1,500.00
53500 · Other Professional Fees	1,028.00	1,000.00	102.8%	2,448.95	3,500.00	70.0%	8,000.00
<b>Total 53000 · Professional Fees</b>	<b>10,658.40</b>	<b>11,600.00</b>	<b>91.9%</b>	<b>14,510.15</b>	<b>16,100.00</b>	<b>90.1%</b>	<b>39,500.00</b>
<b>54000 · Equipment/ Tool Expense</b>							
54100 · Shop Equipment expense	234.82	5,000.00	4.7%	234.82	5,000.00	4.7%	7,000.00
54200 · Shop Tools	274.93	300.00	91.6%	413.29	625.00	66.1%	3,400.00
54300 · Office Equipment	0.00	50.00	0.0%	2,230.76	2,100.00	106.2%	5,000.00
<b>Total 54000 · Equipment/ Tool Expense</b>	<b>509.75</b>	<b>5,350.00</b>	<b>9.5%</b>	<b>2,878.87</b>	<b>7,725.00</b>	<b>37.3%</b>	<b>15,400.00</b>
<b>55000 · Rent and Utilities</b>							
55100 · Rent	2,566.95	2,525.00	101.7%	7,616.95	6,975.00	109.2%	26,500.00
55200 · Utilities	2,394.37	2,250.00	106.4%	3,434.27	3,250.00	105.7%	16,500.00
<b>Total 55000 · Rent and Utilities</b>	<b>4,961.32</b>	<b>4,775.00</b>	<b>103.9%</b>	<b>11,051.22</b>	<b>10,225.00</b>	<b>108.1%</b>	<b>43,000.00</b>
<b>56000 · Supplies</b>							
56100 · Office Supplies	337.65	150.00	225.1%	766.74	650.00	118.0%	2,000.00
56200 · Janitorial & Safety Supplies	719.86	600.00	120.0%	1,553.45	1,450.00	107.1%	4,000.00
56300 · Department Supplies	332.59	725.00	45.9%	1,229.55	1,975.00	62.3%	8,500.00
56400 · Uniforms	242.76	0.00	100.0%	4,056.99	3,700.00	109.6%	5,000.00
56500 · Postage and Delivery	1.19	90.00	1.3%	114.51	230.00	49.8%	900.00
<b>Total 56000 · Supplies</b>	<b>1,634.05</b>	<b>1,565.00</b>	<b>104.4%</b>	<b>7,721.24</b>	<b>8,005.00</b>	<b>96.5%</b>	<b>20,400.00</b>
<b>57000 · Repairs and Maintenance</b>							
57100 · Equipment Repairs/Maintenance	151.09	186.36	81.1%	652.59	822.72	79.3%	2,500.00
57200 · Building Repairs/Maintenance	323.98	500.00	64.8%	1,095.48	1,500.00	73.0%	12,000.00
57250 · Bus Stop Repairs/Maint	338.00	300.00	112.7%	443.99	300.00	148.0%	5,000.00
57300 · Grounds Repairs/Maintenance	0.00	300.00	0.0%	750.00	1,350.00	55.6%	2,500.00
57400 · Bike Share Repairs/Maintenance	0.00	0.00	0.0%	1,073.16	200.00	536.6%	2,000.00
57500 · Janitorial Services	182.00	200.00	91.0%	546.00	600.00	91.0%	2,500.00
<b>Total 57000 · Repairs and Maintenance</b>	<b>995.07</b>	<b>1,486.36</b>	<b>66.9%</b>	<b>4,561.22</b>	<b>4,772.72</b>	<b>95.6%</b>	<b>26,500.00</b>
<b>58000 · Communications Expense</b>							
58100 · Office Phone Expense	246.19	300.00	82.1%	721.62	900.00	80.2%	4,000.00
58200 · Cell & Two-Way Mobile	629.07	520.00	121.0%	2,166.03	1,560.00	138.8%	10,000.00
58300 · Internet/Website	286.27	250.00	114.5%	998.84	958.33	104.2%	2,500.00
<b>Total 58000 · Communications Expense</b>	<b>1,161.53</b>	<b>1,070.00</b>	<b>108.6%</b>	<b>3,886.49</b>	<b>3,418.33</b>	<b>113.7%</b>	<b>16,500.00</b>

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Accrual Basis

**MRTA - Operations Main**  
**Revenue & Expenditures Budget Performance**  
**December 2014**

	Dec 14	Budget	% of Budget	Oct - Dec 14	YTD Budget	% of Budget	Annual Budget
<b>59000 · Travel and Training</b>							
59100 · Vehicle/Airfare	228.40	1,300.00	17.6%	722.35	2,000.00	36.1%	4,000.00
59200 · Lodging	264.54	500.00	52.9%	320.43	800.00	40.1%	2,500.00
59300 · Food/Meals/Entertainment	323.50	600.00	53.9%	547.52	950.00	57.6%	4,000.00
59400 · Training/Education	0.00	200.00	0.0%	35.00	450.00	7.8%	2,000.00
59500 · Safety Curriculum	0.00	0.00	0.0%	9,242.34	8,000.00	115.5%	8,000.00
<b>Total 59000 · Travel and Training</b>	<b>816.44</b>	<b>2,600.00</b>	<b>31.4%</b>	<b>10,867.64</b>	<b>12,200.00</b>	<b>89.1%</b>	<b>20,500.00</b>
<b>60000 · Business Expenses</b>							
60100 · Business Registration Fees	23.00	0.00	100.0%	23.00	0.00	100.0%	0.00
60400 · Dues & Subscriptions	42.97	625.00	6.9%	666.91	1,625.00	41.0%	7,500.00
60500 · Bank Fees/Bad Debt	-217.28	83.34	-260.7%	41.84	250.02	16.7%	1,000.00
<b>Total 60000 · Business Expenses</b>	<b>-151.31</b>	<b>708.34</b>	<b>-21.4%</b>	<b>731.75</b>	<b>1,875.02</b>	<b>39.0%</b>	<b>8,500.00</b>
<b>61000 · Advertising</b>							
61100 · Print Advertising	0.00	650.00	0.0%	2,456.59	1,590.00	154.5%	7,500.00
61200 · Radio Advertising	0.00	0.00	0.0%	720.00	0.00	100.0%	1,000.00
61300 · Online Advertising	40.00	41.67	96.0%	120.00	125.01	96.0%	500.00
61400 · Vehicle Graphics	0.00	1,000.00	0.0%	5,617.50	4,500.00	124.8%	5,500.00
61500 · Bus. Adv. Contract	2,701.88	1,500.00	180.1%	7,514.38	5,000.00	150.3%	13,000.00
<b>Total 61000 · Advertising</b>	<b>2,741.88</b>	<b>3,191.67</b>	<b>85.9%</b>	<b>16,428.47</b>	<b>11,215.01</b>	<b>146.5%</b>	<b>27,500.00</b>
<b>62000 · Marketing and Promotion</b>							
62100 · Info. Displays-Stop Signage	141.16	400.00	35.3%	280.94	2,500.00	11.2%	4,000.00
62200 · Graphic Design	200.00	166.67	120.0%	1,050.00	500.01	210.0%	6,000.00
62300 · Promotional Items	0.00	0.00	0.0%	0.00	0.00	0.0%	3,000.00
62400 · Customer Events and Misc.	154.36	0.00	100.0%	217.36	0.00	100.0%	3,500.00
62500 · Staff Appreciation/ Events	1,961.73	3,250.00	60.4%	2,341.06	3,750.00	62.4%	5,000.00
<b>Total 62000 · Marketing and Promotion</b>	<b>2,457.25</b>	<b>3,816.67</b>	<b>64.4%</b>	<b>3,889.36</b>	<b>6,750.01</b>	<b>57.6%</b>	<b>21,500.00</b>
<b>63000 · Printing and Reproduction</b>							
63100 · Copies, Passes & Flyers	133.83	500.00	26.8%	642.58	1,050.00	61.2%	2,500.00
63200 · Schedules, Maps & Brochures	644.26	0.00	100.0%	5,657.66	5,000.00	113.2%	9,000.00
<b>Total 63000 · Printing and Reproduction</b>	<b>778.09</b>	<b>500.00</b>	<b>155.6%</b>	<b>6,300.24</b>	<b>6,050.00</b>	<b>104.1%</b>	<b>11,500.00</b>
<b>64000 · Fuel Expense</b>	<b>22,942.76</b>	<b>38,000.00</b>	<b>60.4%</b>	<b>63,273.52</b>	<b>88,000.00</b>	<b>71.9%</b>	<b>385,620.00</b>
<b>65000 · Vehicle Maintenance</b>							
65100 · Parts Expense	7,488.62	9,708.33	77.1%	27,199.39	26,124.99	104.1%	100,000.00
65200 · Fluids Expense	2,870.92	1,333.33	215.3%	3,154.74	3,999.99	78.9%	16,000.00
65300 · Tires Expense	6,668.48	5,000.00	133.4%	19,454.26	25,000.00	77.8%	35,000.00
65400 · Purchased Services	834.40	1,000.00	83.4%	1,282.31	2,000.00	64.1%	10,500.00
65500 · Vehicle Computer/Diagnostic	20.89	200.00	10.4%	20.89	400.00	5.2%	2,000.00
<b>Total 65000 · Vehicle Maintenance</b>	<b>17,883.31</b>	<b>17,241.66</b>	<b>103.7%</b>	<b>51,111.59</b>	<b>57,524.98</b>	<b>88.9%</b>	<b>163,500.00</b>
<b>69500 · Contingency Expense-Operations</b>	<b>4,166.66</b>	<b>4,166.67</b>	<b>100.0%</b>	<b>12,499.98</b>	<b>12,500.01</b>	<b>100.0%</b>	<b>50,000.00</b>
<b>Total Expense</b>	<b>209,752.53</b>	<b>255,793.05</b>	<b>82.0%</b>	<b>591,275.17</b>	<b>645,476.12</b>	<b>91.6%</b>	<b>2,532,420.00</b>
<b>Net Ordinary Income</b>	<b>58,415.28</b>	<b>-31,051.38</b>	<b>-188.1%</b>	<b>161,709.81</b>	<b>28,258.89</b>	<b>572.2%</b>	<b>0.00</b>
<b>Net Income</b>	<b>58,415.28</b>	<b>-31,051.38</b>	<b>-188.1%</b>	<b>161,709.81</b>	<b>28,258.89</b>	<b>572.2%</b>	<b>0.00</b>

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Accrual Basis

**MRTA - Operations Main**  
**Checks Issued**  
**As of December 31, 2014**

Type	Date	Num	Name	Memo	Amount	Balance
<b>11100 - Mountain West Checking</b>						18,422.47
Deposit	12/01/2014			Deposit	3,970.00	22,392.47
Bill Pmt -Check	12/01/2014	ACH	Cox Communications	001-2401-205184001	-33.77	22,358.70
Check	12/02/2014	ACH	Facilities Fund	balance of claim 1 H...	-500.00	21,858.70
Deposit	12/02/2014			Deposit	594.90	22,453.60
Deposit	12/03/2014			Deposit	25,000.00	47,453.60
Bill Pmt -Check	12/03/2014	ACH	CenturyLink 208-726-7140 623B	208-726-1690 623B	-111.78	47,341.82
Liability Check	12/03/2014			QuickBooks Payroll Service	Created by Payroll ...	-34,436.01
Bill Pmt -Check	12/03/2014	4557	Zee Medical Inc.		-58.20	12,847.61
Paycheck	12/04/2014	DD	Aguilar, Hortencia	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Conlago, Maira P.	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Djasran JR, Johnny	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Domke, Rodney F	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Ellsworth, Bryson D	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Finch, James F	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Glasscock, David T	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Gough, Tyrel J	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Gray, Stuart	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Grubbs, Torrey E	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Holloway, Junichi J	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Johnson, Mark F	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Kelly, David W	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Kirkpatrick, Wendy J	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Knudson, Michael W	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Leon, Teofilo O	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	MacPherson, Kim	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	McCarty, Isabelle	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Miller, Jason M	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Nestor, Robert A	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Parker, Michael J	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Romero-Campos, Raul	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Selisch, Kurt	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Shroyer, Randall R	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Sproule, William	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Stavros, William A.	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Tellez, Carlos	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Thea, Karen J	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Torres, April L	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Uberuaga, Richard S	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Vasquez, Pamela	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Victorino, Jose L	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Williams-Mehra, Colleen	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Williams, Gordon K	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Fairbrook, Douglas H	Direct Deposit	0.00	12,847.61
Paycheck	12/04/2014	DD	Parker, Roger G	Direct Deposit	0.00	12,847.61
Liability Check	12/04/2014	4555	Idaho Child Support Receipting	326231	-244.60	12,603.01
Liability Check	12/04/2014	4556	National Benefit Services, LLC	Mountain Rides FSA	-482.29	12,120.72
Bill Pmt -Check	12/04/2014	4558	Davis Embroidery		-3,436.21	8,684.51
Bill Pmt -Check	12/04/2014	4559	Integrated Technologies		-128.92	8,555.59

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Accrual Basis

**MRTA - Operations Main**  
**Checks Issued**  
**As of December 31, 2014**

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	12/04/2014	4560	Mason's Trophies & Gifts		-22.31	8,533.28
Bill Pmt -Check	12/04/2014	4561	Nicole Brown		-2,752.50	5,780.78
Bill Pmt -Check	12/04/2014	4562	Gem State Welders Supply Inc.		-17.80	5,762.98
Bill Pmt -Check	12/04/2014	4563	AlSCO		-145.28	5,617.70
Bill Pmt -Check	12/04/2014	4564	Copy & Print		-313.20	5,304.50
Bill Pmt -Check	12/04/2014	4565	Idaho Transmission Warehouse		-4,093.50	1,211.00
Bill Pmt -Check	12/04/2014	4566	Smith Power Products		-247.57	963.43
Bill Pmt -Check	12/04/2014	4567	Glass Masters, Inc.		-14.87	948.56
Bill Pmt -Check	12/04/2014	4568	NAPA Auto Parts		-1,431.15	-482.59
Bill Pmt -Check	12/04/2014	4569	Allstar Property Services, Inc.		-182.00	-664.59
Bill Pmt -Check	12/04/2014	4570	Dick York's Auto Service	Tow Bus	-185.00	-849.59
Bill Pmt -Check	12/04/2014	4571	Imperial Supplies LLC		-178.12	-1,027.71
Bill Pmt -Check	12/04/2014	4572	National Benefit Services, LLC		-110.00	-1,137.71
Bill Pmt -Check	12/04/2014	4573	Associated Petroleum Products...		-9,603.69	-10,741.40
Deposit	12/04/2014			Deposit	456.40	-10,285.00
Deposit	12/04/2014			Deposit	360.00	-9,925.00
Liability Check	12/05/2014	E-pay	United States Treasury	82-0382250 QB Tra...	-10,694.16	-20,619.16
Deposit	12/05/2014			Deposit	1,105.00	-19,514.16
Bill Pmt -Check	12/05/2014	4574	Thornton Heating & Sheet Met...		-120.00	-19,634.16
Bill Pmt -Check	12/05/2014	4575	Northwest Equipment Sales, Inc.		-118.76	-19,752.92
Bill Pmt -Check	12/05/2014	4576	Weekly Sun Paper		-357.36	-20,110.28
Bill Pmt -Check	12/05/2014	4577	Six Roblees' Inc formerly Valle...	64830	-632.08	-20,742.36
Bill Pmt -Check	12/05/2014	4578	Freightliner of Idaho		-11.88	-20,754.24
Bill Pmt -Check	12/05/2014	4579	Atkinsons' Grocery		-264.15	-21,018.39
Deposit	12/08/2014			Deposit	1,497.50	-19,520.89
Deposit	12/08/2014			Deposit	108,333.33	88,812.44
Deposit	12/09/2014			Deposit	35,000.00	123,812.44
Deposit	12/09/2014			Deposit	125.00	123,937.44
Deposit	12/09/2014			Deposit	23.97	123,961.41
Deposit	12/09/2014			Deposit	717.45	124,678.86
Deposit	12/10/2014			Deposit	85,811.00	210,489.86
Deposit	12/12/2014			Deposit	21,434.00	231,923.86
Deposit	12/12/2014			Deposit	607.55	232,531.41
Check	12/15/2014	ACH	Facilities Fund	monthly transfer- Nov	-6,551.25	225,980.16
Check	12/15/2014	ACH	Capital Equipment Fund'	monthly transfer Nov	-6,983.75	218,996.41
Check	12/15/2014	ACH	Contingency Fund	monthly transfer- No...	-4,166.66	214,829.75
Bill Pmt -Check	12/15/2014	4580	Chateau Drug & True Value Ha...		-16.46	214,813.29
Bill Pmt -Check	12/15/2014	4581	Rush Truck Centers		-816.81	213,996.48
Bill Pmt -Check	12/15/2014	4582	Alexander Clark Printing	Cust #66170	-5,013.40	208,983.08
Bill Pmt -Check	12/15/2014	4583	L.L. Green's Hardware		-81.76	208,901.32
Bill Pmt -Check	12/15/2014	4584	Les Schwab	117-00888	-8,038.17	200,863.15
Bill Pmt -Check	12/15/2014	4585	Gillig LLC	36869600	-3,301.45	197,561.70
Bill Pmt -Check	12/15/2014	4586	Express Publishing Inc.		-1,125.12	196,436.58
Bill Pmt -Check	12/15/2014	4587	Fire Services of Idaho		-39.00	196,397.58
Bill Pmt -Check	12/15/2014	4588	GEM State Paper & Supply Co.	#105020	-50.00	196,347.58
Bill Pmt -Check	12/15/2014	4589	Greyhound Design		-326.66	196,020.92
Bill Pmt -Check	12/15/2014	4590	Johnny G's Sub Shack		-69.01	195,951.91
Bill Pmt -Check	12/15/2014	4591	Ketchum Computers, Inc.		-149.74	195,802.17
Bill Pmt -Check	12/15/2014	4592	Rich Broadcasting - KSKI FM/K...		-720.00	195,082.17

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Accrual Basis

**MRTA - Operations Main**  
**Checks Issued**  
**As of December 31, 2014**

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	12/15/2014	4593	Business As Usual		-201.76	194,880.41
Bill Pmt -Check	12/16/2014	4594	Cellar Pub	BOD Xmas event	-114.26	194,766.15
Bill Pmt -Check	12/16/2014	4595	Lawson Laski Clark & Pogue, ...		-1,228.80	193,537.35
Bill Pmt -Check	12/16/2014	ACH	Intermtn Gas Co #10630400-0...	#10630400-001-6	-560.39	192,976.96
Bill Pmt -Check	12/16/2014	ACH	Intermtn Gas Co #10630400-3...	#10630400-353-1	-181.64	192,795.32
Bill Pmt -Check	12/16/2014	4596	Access Idaho		-27.00	192,768.32
Bill Pmt -Check	12/16/2014	4597	Clear Creek Disposal	1327	-77.53	192,690.79
Bill Pmt -Check	12/16/2014	4598	Hailey Chamber of Commerce		-165.00	192,525.79
Bill Pmt -Check	12/16/2014	4599	Mattson Fire Sprinklers, Inc.		-100.00	192,425.79
Bill Pmt -Check	12/16/2014	4600	Minert & Associates, Inc.		-220.00	192,205.79
Bill Pmt -Check	12/16/2014	4601	St Luke's Clinic - Hailey	940000328	-148.00	192,057.79
Bill Pmt -Check	12/16/2014	4602	Wells Fargo		-1,260.48	190,797.31
Deposit	12/16/2014			Deposit	657.95	191,455.26
Deposit	12/17/2014			Deposit	228.86	191,684.12
Liability Check	12/17/2014		QuickBooks Payroll Service	Created by Payroll ...	-39,230.27	152,453.85
Paycheck	12/18/2014	DD	Aguilar, Hortencia	Direct Deposit	0.00	152,453.85
Paycheck	12/18/2014	4605	Anderson, Charles		-366.53	152,087.32
Paycheck	12/18/2014	DD	Conlago, Maira P.	Direct Deposit	0.00	152,087.32
Paycheck	12/18/2014	DD	Djasran JR, Johnny	Direct Deposit	0.00	152,087.32
Paycheck	12/18/2014	DD	Domke, Rodney F	Direct Deposit	0.00	152,087.32
Paycheck	12/18/2014	DD	Ellsworth, Bryson D	Direct Deposit	0.00	152,087.32
Paycheck	12/18/2014	DD	Fairbrook, Douglas H	Direct Deposit	0.00	152,087.32
Paycheck	12/18/2014	DD	Finch, James F	Direct Deposit	0.00	152,087.32
Paycheck	12/18/2014	DD	Glasscock, David T	Direct Deposit	0.00	152,087.32
Paycheck	12/18/2014	DD	Gough, Tyrel J	Direct Deposit	0.00	152,087.32
Paycheck	12/18/2014	DD	Gray, Stuart	Direct Deposit	0.00	152,087.32
Paycheck	12/18/2014	DD	Grubbs, Torrey E	Direct Deposit	0.00	152,087.32
Deposit	12/18/2014			Deposit	177.00	152,264.32
Paycheck	12/18/2014	DD	Holloway, Junichi J	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Johnson, Mark F	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Kelly, David W	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Kirkpatrick, Wendy J	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Knudson, Michael W	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Leon, Teofilo O	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	MacPherson, Kim	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	McCarty, Isabelle	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Miller, Jason M	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Nestor, Robert A	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Parker, Michael J	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Parker, Roger G	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Romero-Campos, Raul	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Sanchez, Jose J	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Selisch, Kurt	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Shroyer, Randall R	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Sproule, William	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Stavros, William A.	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Tellez, Carlos	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Thea, Karen J	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Torres, April L	Direct Deposit	0.00	152,264.32



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Accrual Basis

**MRTA - Operations Main**  
**Checks Issued**  
**As of December 31, 2014**

Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	12/18/2014	DD	Uberuaga, Richard S	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Vasquez, Pamela	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Victorino, Jose L	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Williams-Mehra, Colleen	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Williams, Gordon K	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Juarez, Felimon	Direct Deposit	0.00	152,264.32
Paycheck	12/18/2014	DD	Vega, Roberto	Direct Deposit	0.00	152,264.32
Liability Check	12/18/2014	4603	Idaho Child Support Receipting	326231	-244.60	152,019.72
Liability Check	12/18/2014	4604	National Benefit Services, LLC	Mountain Rides FSA	-481.93	151,537.79
Bill Pmt -Check	12/18/2014	4606	Zilch Art & Design		-850.00	150,687.79
Liability Check	12/19/2014	E-pay	United States Treasury	82-0382250 QB Tra...	-12,110.80	138,576.99
Bill Pmt -Check	12/19/2014	4607	AmeriBen Solutions/IEC Group		-1,850.00	136,726.99
Bill Pmt -Check	12/19/2014	4608	Associated Petroleum Products...		-9,545.19	127,181.80
Bill Pmt -Check	12/19/2014	4609	Canteen Vending formerly Mag...		-52.00	127,129.80
Bill Pmt -Check	12/19/2014	4610	SV Marketing Alliance formerly ...		-200.00	126,929.80
Bill Pmt -Check	12/19/2014	4611	United Oil		-519.09	126,410.71
Bill Pmt -Check	12/19/2014	ACH	City of Hailey	40205001	-66.57	126,344.14
Bill Pmt -Check	12/19/2014	4612	Davis Embroidery		-24.50	126,319.64
Bill Pmt -Check	12/19/2014	4613	Jim Finch	expense reimburse...	-86.52	126,233.12
Bill Pmt -Check	12/19/2014	4614	Webb Landscape		-99.00	126,134.12
Bill Pmt -Check	12/19/2014	ACH	Verizon Wireless	942013229	-751.63	125,382.49
Deposit	12/19/2014			Deposit	5,093.05	130,475.54
Liability Check	12/22/2014	TAP	Idaho State Tax Commission	000186434	-3,218.00	127,257.54
Bill Pmt -Check	12/22/2014	ACH	Idaho Power Acct.#2204640144		-155.91	127,101.63
Bill Pmt -Check	12/22/2014	4615	United Oil		-193.60	126,908.03
Deposit	12/22/2014			Deposit	11,148.57	138,056.60
Deposit	12/22/2014			Deposit	573.00	138,629.60
Bill Pmt -Check	12/23/2014	ACH	Idaho Power Acc#2204788885		-459.06	138,170.54
Deposit	12/26/2014			Deposit	10,788.47	148,959.01
Deposit	12/26/2014			Deposit	1,323.95	150,282.96
Deposit	12/29/2014			Deposit	159.06	150,442.02
Deposit	12/29/2014			Deposit	722.50	151,164.52
Bill Pmt -Check	12/30/2014	4616	Certified Folder Display Service...	14-0086946	-68.00	151,096.52
Bill Pmt -Check	12/30/2014	4617	Idaho Transportation Dept.		-23.00	151,073.52
Bill Pmt -Check	12/30/2014	4618	Jason Miller	expense reimburse...	-132.19	150,941.33
Bill Pmt -Check	12/30/2014	4619	Kim MacPherson'	expense reimburse...	-16.19	150,925.14
Bill Pmt -Check	12/30/2014	4620	Lawson Products, Inc.		-70.59	150,854.55
Bill Pmt -Check	12/30/2014	4621	Mack Center		-641.95	150,212.60
Bill Pmt -Check	12/30/2014	4622	Mason's Trophies & Gifts		-55.36	150,157.24
Bill Pmt -Check	12/30/2014	4623	Schaeffer MFG. CO.	1140316	-1,173.00	148,984.24
Bill Pmt -Check	12/30/2014	4624	Southern Belle Buisness Park ...		-125.00	148,859.24
Bill Pmt -Check	12/30/2014	4625	Sun Valley Ski Club		-145.00	148,714.24
Bill Pmt -Check	12/30/2014	4626	Superior Door Co.		-198.98	148,515.26
Bill Pmt -Check	12/30/2014	4627	Wendy Crosby	expense reimburse...	-709.47	147,805.79
Bill Pmt -Check	12/30/2014	4628	White Cloud Communications I...		-288.00	147,517.79
Bill Pmt -Check	12/30/2014	ACH	CenturyLink 208-726-7140 623B	208-726-1690 623B	-111.78	147,406.01
Bill Pmt -Check	12/30/2014	ACH	Cox Communications	001-2401-205184001	-33.77	147,372.24
Deposit	12/30/2014			Deposit	808.30	148,180.54
Liability Check	12/31/2014	ACH	Aflac	DQR88	-420.36	147,760.18

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Accrual Basis

**MRTA - Operations Main**  
**Checks Issued**  
**As of December 31, 2014**

Type	Date	Num	Name	Memo	Amount	Balance
Liability Check	12/31/2014		QuickBooks Payroll Service	Created by Payroll ...	-40,589.40	107,170.78
Check	12/31/2014	ACH	Capital Equipment Fund'	monthly transfer Dec	-6,370.00	100,800.78
Check	12/31/2014	ACH	Facilities Fund	monthly transfer- Dec	-6,510.00	94,290.78
Bill Pmt -Check	12/31/2014	4631	Virginia Rhinehart	Monthly Rent	-1,925.00	92,365.78
General Journal	12/31/2014	093102	Wells Fargo	reimburse Ops acct ...	22.00	92,387.78
Deposit	12/31/2014			Deposit	1,666.67	94,054.45
Deposit	12/31/2014			Deposit	1,275.00	95,329.45
Deposit	12/31/2014			Deposit	43.39	95,372.84
Deposit	12/31/2014			Deposit	130.00	95,502.84
Liability Check	12/31/2014	4680	Blue Cross of Idaho	10034150-R001	-1,387.10	94,115.74
Liability Check	12/31/2014	4681	Blue Cross of Idaho	10034150-R001	-16,042.92	78,072.82
Deposit	12/31/2014			Deposit	766.00	78,838.82
Deposit	12/31/2014			Interest	8.28	78,847.10
Total 11100 - Mountain West Checking					60,424.63	78,847.10
<b>TOTAL</b>					<b>60,424.63</b>	<b>78,847.10</b>

After review, I have determined that each payment listed on this report is correct as to payee and amount, and is for a proper and authorized purpose, except as otherwise explained below.

Exceptions: 1) None or 2) See below. (Circle One)

W. King Signed

Business Manager Title

\_\_\_\_\_ Date

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Accrual Basis

# MRTA - Operations Main Balance Sheet As of December 31, 2014

	Dec 31, 14
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
11100 · Mountain West Checking	78,847.10
11500 · Petty Cash	100.00
11600 · General Fund LGIP	178,313.33
<b>Total Checking/Savings</b>	257,260.43
<b>Accounts Receivable</b>	
11800 · Accounts Receivable	239,044.33
<b>Total Accounts Receivable</b>	239,044.33
<b>Other Current Assets</b>	
11950 · Undeposited Funds	-45.00
14500 · Prepaid Assets	26,250.00
<b>Total Other Current Assets</b>	26,205.00
<b>Total Current Assets</b>	522,509.76
<b>TOTAL ASSETS</b>	<b>522,509.76</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20500 · Accounts Payable	80,361.69
<b>Total Accounts Payable</b>	80,361.69
<b>Other Current Liabilities</b>	
21500 · Direct Deposit Liabilities	-40,525.60
23500 · Due to Contingency Fund	4,166.66
24000 · Payroll Liabilities	
24500 · FICA Payable	-316.90
24700 · State Tax W/H Payable	3,669.00
24800 · State Unemployment Tax Payable	2,099.81
<b>Total 24000 · Payroll Liabilities</b>	5,451.91
<b>Total Other Current Liabilities</b>	-30,907.03
<b>Total Current Liabilities</b>	49,454.66
<b>Total Liabilities</b>	49,454.66

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Accrual Basis

MRTA - Operations Main  
**Balance Sheet**  
As of December 31, 2014

	Dec 31, 14
Equity	
30000 · Opening Bal Equity	167,470.40
32000 · Reserve Balance	143,874.89
Net Income	161,709.81
Total Equity	473,055.10
TOTAL LIABILITIES & EQUITY	522,509.76

## FUND descriptions

**Operations Fund** - This fund exists to record all the general operating income and expenses related to MRTA's transportation operations, including fixed route, demand response, vanpool, bike and pedestrian programs. It also includes all operational costs related to maintaining MRTA facilities, including buildings, bus shelters and stops, signage, and its rolling stock assets. Income in this fund is derived from federal formula funds, state funding, local partners and revenue sources derived from operations, which include fares, advertising and charter services.

**Capital Equipment Fund**- This fund exists to record the acquisition of or refurbishment of capital equipment in excess of \$5000, grants for which specific capital funding has been awarded, and contributions from local funding partners allocated to MRTA's capital equipment needs. Capital Equipment consists of rolling stock, bike share program equipment, technology related equipment with longer lifespans, e.g. surveillance/security systems, software programs with long lifespans, tools and shop equipment (e.g. hoists, bus wash systems).

**Facilities Fund** - This fund exists to record the acquisition of or refurbishment of facilities, and assets related to facilities, in excess of \$5000, grants for which specific funding has been awarded, and contributions from local funding partners allocated to MRTA facility's capital needs. Facilities consist of real property, assets related to real property (e.g. infrastructure for curbs, ramps, bus pullouts, pathways), bus shelters and related infrastructure(e.g. benches, lighting, heating), design and engineering costs associated with new or refurbished facilities.

**Workforce Housing Fund** - This fund exists to record all activity (income and expenses) associated with the rental, maintenance and operations of MRTA's rental apartments located within its facilities. It is intended that these operations be self-sufficient and self-sustaining; no related costs are reimbursable under MRTA's federal and local funding arrangements.

**Contingency Fund** - This fund exists as an independent "savings account" to meet unexpected operating or capital expenses, federal or state funding delays or 'freezes', or for other purposes as the MRTA board sees fit. It is funded through an annual allocation included in the MRTA Operations Fund budget to cover such costs. The fund has not been used in the recent past, however, with 2 government shutdowns in the past 4 years it is deemed a prudent 'safety net' that would allow MRTA to continue its operations uninterrupted and/or to taper service reductions during periods of higher than budgeted fuel costs, periods of federal government shutdowns, or other unexpected events that would impact MRTA finances. Target balance for this fund is 10% of the annual operating budget. For federal auditing purposes it is deemed to be a part of the Operations Fund.

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Accrual Basis

# MRTA - Contingency Fund

## Revenue & Expenditures Budget Performance

### October through December 2014

	Oct - Dec 14	Budget	% of Budget	Oct - Dec 14	YTD Budget	% of Budget	Annual Budget
<b>Income</b>							
<b>48000 · Transfers</b>							
<b>48100 · Transfer from Operations Fund</b>	12,499.98	12,500.01	100.0%	12,499.98	12,500.01	100.0%	50,000.00
<b>48200 · Transfer from Reserves</b>	0.00	0.00	0.0%	0.00	0.00	0.0%	29,750.00
<b>48000 · Transfers - Other</b>	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
<b>Total 48000 · Transfers</b>	12,499.98	12,500.01	100.0%	12,499.98	12,500.01	100.0%	79,750.00
<b>49000 · Interest Earned</b>	95.53	12.51	763.6%	95.53	12.51	763.6%	50.00
<b>Total Income</b>	12,595.51	12,512.52	100.7%	12,595.51	12,512.52	100.7%	79,800.00
<b>Expense</b>							
<b>68000 · Transfers out</b>	0.00	0.00	0.0%	0.00	0.00	0.0%	79,800.00
<b>Total Expense</b>	0.00	0.00	0.0%	0.00	0.00	0.0%	79,800.00
<b>Net Income</b>	<b>12,595.51</b>	<b>12,512.52</b>	<b>100.7%</b>	<b>12,595.51</b>	<b>12,512.52</b>	<b>100.7%</b>	<b>0.00</b>

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Accrual Basis

**MRTA - Contingency Fund  
Balance Sheet  
As of December 31, 2014**

	<u>Dec 31, 14</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
11600 · LGIP Contingency Fund Acct.	303,091.94
Total Checking/Savings	303,091.94
Other Current Assets	
12001 · Undeposited Funds	4,166.66
Total Other Current Assets	4,166.66
Total Current Assets	307,258.60
<b>TOTAL ASSETS</b>	<b><u>307,258.60</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
30000 · Opening Bal Equity	20,000.00
32000 · Retained Earnings	274,663.09
Net Income	12,595.51
Total Equity	307,258.60
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>307,258.60</u></b>

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Accrual Basis

**MRTA - Work Force Housing Fund**  
**Profit & Loss Budget Performance**  
 October through December 2014

	Oct - Dec 14	Budget	Oct - Dec 14	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
45000 · Revenue					
45300 · Rev - Housing Units					
45325 · Apartment Deposits	638.24	0.00	638.24	0.00	0.00
45350 · Apartment Rent	6,850.00	7,350.00	6,850.00	7,350.00	29,500.00
45300 · Rev - Housing Units - Other	0.00	0.00	0.00	0.00	0.00
<b>Total 45300 · Rev - Housing Units</b>	<b>7,488.24</b>	<b>7,350.00</b>	<b>7,488.24</b>	<b>7,350.00</b>	<b>29,500.00</b>
45400 · Rev - Laundry	443.00	400.00	443.00	400.00	1,000.00
45000 · Revenue - Other	0.00		0.00		0.00
<b>Total 45000 · Revenue</b>	<b>7,931.24</b>	<b>7,750.00</b>	<b>7,931.24</b>	<b>7,750.00</b>	<b>30,500.00</b>
47000 · Use of Reserves	0.00	0.00	0.00	0.00	600.00
49000 · Interest Earned	10.45	12.51	10.45	12.51	50.00
<b>Total Income</b>	<b>7,941.69</b>	<b>7,762.51</b>	<b>7,941.69</b>	<b>7,762.51</b>	<b>31,150.00</b>
<b>Expense</b>					
55000 · Rent and Utilities					
55200 · Utilities	1,078.41	1,300.00	1,078.41	1,300.00	5,200.00
<b>Total 55000 · Rent and Utilities</b>	<b>1,078.41</b>	<b>1,300.00</b>	<b>1,078.41</b>	<b>1,300.00</b>	<b>5,200.00</b>
57000 · Repairs and Maintenance					
57100 · Equipment Repairs/Maintenance	0.00	0.00	0.00	0.00	250.00
57200 · Building Repairs/Maintenance	195.24	750.00	195.24	750.00	3,000.00
57400 · Elevator Expense	642.09	675.00	642.09	675.00	2,700.00
<b>Total 57000 · Repairs and Maintenance</b>	<b>837.33</b>	<b>1,425.00</b>	<b>837.33</b>	<b>1,425.00</b>	<b>5,950.00</b>
60000 · Business Expenses	0.00		0.00		0.00
63000 · Printing and Reproduction	-7.99		-7.99		
69000 · Transfer out to Operations Acct	4,999.99	5,000.01	4,999.99	5,000.01	20,000.00
<b>Total Expense</b>	<b>6,907.74</b>	<b>7,725.01</b>	<b>6,907.74</b>	<b>7,725.01</b>	<b>31,150.00</b>
<b>Net Ordinary Income</b>	<b>1,033.95</b>	<b>37.50</b>	<b>1,033.95</b>	<b>37.50</b>	<b>0.00</b>
<b>Net Income</b>	<b>1,033.95</b>	<b>37.50</b>	<b>1,033.95</b>	<b>37.50</b>	<b>0.00</b>



4:34 PM

01/29/15

Accrual Basis

**MRTA - Work Force Housing Fund**  
**Balance Sheet**  
**As of December 31, 2014**

	<u>Dec 31, 14</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
11100 · Mountain West Checking	5,587.93
11600 · LGIP Work Force Housing Acct.	29,987.96
Total Checking/Savings	<u>35,575.89</u>
Total Current Assets	<u>35,575.89</u>
<b>TOTAL ASSETS</b>	<b><u>35,575.89</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20500 · Accounts Payable	73.18
Total Accounts Payable	73.18
Other Current Liabilities	
28500 · Deferred Revenue-Pre-Paid Rent	2,000.00
Total Other Current Liabilities	<u>2,000.00</u>
Total Current Liabilities	<u>2,073.18</u>
Total Liabilities	2,073.18
Equity	
30000 · Opening Bal Equity	15,000.00
32000 · Retained Earnings	17,468.76
Net Income	1,033.95
Total Equity	<u>33,502.71</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>35,575.89</u></b>

**MRTA - Facilities Fund**  
**Revenue & Expenditures Budget Performance**  
 October through December 2014

	Oct - Dec 14	Budget	% of Budget	Oct - Dec 14	YTD Budget	% of Budget	Annual Budget
<b>Income</b>							
41000 · Federal Funding							
41100 · Federal - 5309							
41106 · Federal- SV Facility							
41106.5 · Federal- SV Facility-constru...	0.00	0.00	0.0%	0.00	0.00	0.0%	765,000.00
41106 · Federal- SV Facility - Other	26,248.00	25,000.00	105.0%	26,248.00	25,000.00	105.0%	35,000.00
<b>Total 41106 · Federal- SV Facility</b>	<b>26,248.00</b>	<b>25,000.00</b>	<b>105.0%</b>	<b>26,248.00</b>	<b>25,000.00</b>	<b>105.0%</b>	<b>800,000.00</b>
41107 · Federal - Bus Liv- Transit Hub	0.00	0.00	0.0%	0.00	0.00	0.0%	270,000.00
41108 · Federal- Bus Liv - East Fork	0.00	0.00	0.0%	0.00	0.00	0.0%	13,000.00
<b>Total 41100 · Federal - 5309</b>	<b>26,248.00</b>	<b>25,000.00</b>	<b>105.0%</b>	<b>26,248.00</b>	<b>25,000.00</b>	<b>105.0%</b>	<b>1,083,000.00</b>
<b>Total 41000 · Federal Funding</b>	<b>26,248.00</b>	<b>25,000.00</b>	<b>105.0%</b>	<b>26,248.00</b>	<b>25,000.00</b>	<b>105.0%</b>	<b>1,083,000.00</b>
<b>43000 · Local Funding</b>							
43100 · Local - Ketchum	12,375.00	12,375.00	100.0%	12,375.00	12,375.00	100.0%	49,500.00
43200 · Local - Hailey	1,530.00	1,530.00	100.0%	1,530.00	1,530.00	100.0%	6,120.00
43300 · Local - Bellevue	45.00	0.00	100.0%	45.00	0.00	100.0%	0.00
43500 · Local - Sun Valley	5,625.00	5,625.00	100.0%	5,625.00	5,625.00	100.0%	22,500.00
<b>Total 43000 · Local Funding</b>	<b>19,575.00</b>	<b>19,530.00</b>	<b>100.2%</b>	<b>19,575.00</b>	<b>19,530.00</b>	<b>100.2%</b>	<b>78,120.00</b>
47000 · Use of Cash Reserves	0.00	0.00	0.0%	0.00	0.00	0.0%	86,480.00
48000 · Transfers	0.00	0.00	0.0%	0.00	0.00	0.0%	79,800.00
49000 · Interest Earned	48.67	52.50	92.7%	48.67	52.50	92.7%	100.00
<b>Total Income</b>	<b>45,871.67</b>	<b>44,582.50</b>	<b>102.9%</b>	<b>45,871.67</b>	<b>44,582.50</b>	<b>102.9%</b>	<b>1,327,500.00</b>
<b>Expense</b>							
66000 · Construction/Acquisition							
66100 · Materials & Labor							
66105 · East Fork pathways, sidewalks	0.00	0.00	0.0%	0.00	0.00	0.0%	15,000.00
66115 · Materials & Labor- Ketchum Hub	0.00	0.00	0.0%	0.00	0.00	0.0%	360,000.00
<b>Total 66100 · Materials &amp; Labor</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>375,000.00</b>
66300 · Design/Planning							
66320 · South Valley facility	34,439.00	35,000.00	98.4%	34,439.00	35,000.00	98.4%	80,000.00
<b>Total 66300 · Design/Planning</b>	<b>34,439.00</b>	<b>35,000.00</b>	<b>98.4%</b>	<b>34,439.00</b>	<b>35,000.00</b>	<b>98.4%</b>	<b>80,000.00</b>
66400 · South Valley Facility							
66420 · South Valley Improvements	0.00	0.00	0.0%	0.00	0.00	0.0%	850,000.00
66430 · South Valley - Move-in Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	5,000.00
<b>Total 66400 · South Valley Facility</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>855,000.00</b>
66500 · Ketchum Facility upgrades	0.00	0.00	0.0%	0.00	0.00	0.0%	17,500.00
<b>Total 66000 · Construction/Acquisition</b>	<b>34,439.00</b>	<b>35,000.00</b>	<b>98.4%</b>	<b>34,439.00</b>	<b>35,000.00</b>	<b>98.4%</b>	<b>1,327,500.00</b>
<b>Total Expense</b>	<b>34,439.00</b>	<b>35,000.00</b>	<b>98.4%</b>	<b>34,439.00</b>	<b>35,000.00</b>	<b>98.4%</b>	<b>1,327,500.00</b>
<b>Net Income</b>	<b>11,432.67</b>	<b>9,582.50</b>	<b>119.3%</b>	<b>11,432.67</b>	<b>9,582.50</b>	<b>119.3%</b>	<b>0.00</b>

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01/29/15

Accrual Basis

**MRTA - Facilities Fund**  
**Balance Sheet**  
**As of December 31, 2014**

	<u>Dec 31, 14</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
11100 · Mountain West Checking	40,684.30
11600 · LGIP Facilities Account	151,824.41
Total Checking/Savings	<u>192,508.71</u>
Total Current Assets	192,508.71
Fixed Assets	
16000 · Buildings	1,399,791.00
17000 · Land	125,000.00
Total Fixed Assets	<u>1,524,791.00</u>
<b>TOTAL ASSETS</b>	<b><u>1,717,299.71</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20500 · Accounts Payable	1,200.50
Total Accounts Payable	<u>1,200.50</u>
Total Current Liabilities	<u>1,200.50</u>
Total Liabilities	1,200.50
Equity	
30000 · Opening Bal Equity	1,659,987.00
32000 · Retained Earnings	44,679.54
Net Income	11,432.67
Total Equity	<u>1,716,099.21</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,717,299.71</u></b>

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01/29/15

Accrual Basis

**MRTA - Capital Equipment Fund**  
**Revenue & Expenditures Budget Performance**  
 October through December 2014

	Oct - Dec 14	Budget	% of Budget	Oct - Dec 14	YTD Budget	% of Budget	Annual Budget
<b>Income</b>							
41000 · Federal Funding							
41100 · Federal-5339							
41101 · Federal -5339- Buses	14,401.00	65,600.00	22.0%	14,401.00	65,600.00	22.0%	65,600.00
41102 · Federal- 5339-Vans	48,000.00	54,400.00	88.2%	48,000.00	54,400.00	88.2%	54,400.00
Total 41100 · Federal-5339	62,401.00	120,000.00	52.0%	62,401.00	120,000.00	52.0%	120,000.00
41500 · Federal - Other	10,600.00	8,000.00	132.5%	10,600.00	8,000.00	132.5%	8,000.00
Total 41000 · Federal Funding	73,001.00	128,000.00	57.0%	73,001.00	128,000.00	57.0%	128,000.00
42000 · State Funding							
42300 · State - Rideshare Vans	0.00	0.00	0.0%	0.00	0.00	0.0%	25,000.00
Total 42000 · State Funding	0.00	0.00	0.0%	0.00	0.00	0.0%	25,000.00
43000 · Local Funding							
43100 · Local - Ketchum	4,125.00	4,125.00	100.0%	4,125.00	4,125.00	100.0%	16,500.00
43200 · Local - Hailey	510.00	510.00	100.0%	510.00	510.00	100.0%	2,040.00
43300 · Local - Bellevue	15.00	0.00	100.0%	15.00	0.00	100.0%	0.00
43500 · Local - Sun Valley	1,875.00	1,875.00	100.0%	1,875.00	1,875.00	100.0%	7,500.00
43600 · Local -Sun Valley Company	9,000.00	9,000.00	100.0%	9,000.00	9,000.00	100.0%	21,420.00
Total 43000 · Local Funding	15,525.00	15,510.00	100.1%	15,525.00	15,510.00	100.1%	47,460.00
44000 · Fares							
44300 · Fares - Vanpool	0.00	0.00	0.0%	0.00	0.00	0.0%	35,000.00
Total 44000 · Fares	0.00	0.00	0.0%	0.00	0.00	0.0%	35,000.00
49000 · Interest Earned	49.38	50.01	98.7%	49.38	50.01	98.7%	200.00
49900 · Misc. Income	0.00	0.00	0.0%	0.00	0.00	0.0%	5,000.00
Total Income	88,575.38	143,560.01	61.7%	88,575.38	143,560.01	61.7%	240,660.00
<b>Expense</b>							
60000 · Business Expenses							
60500 · Bank Fees	34.85			34.85			
Total 60000 · Business Expenses	34.85			34.85			
68000 · Capital Expenses							
68100 · Expenditures for Vans	69,045.36	70,000.00	98.6%	69,045.36	70,000.00	98.6%	140,000.00
68250 · Buses- Refurbish	26,234.25	80,000.00	32.8%	26,234.25	80,000.00	32.8%	80,000.00
68400 · Expenditures for Bike Programs	10,600.00	8,000.00	132.5%	10,600.00	8,000.00	132.5%	8,000.00
68500 · Technology	4,770.79	0.00	100.0%	4,770.79	0.00	100.0%	0.00
Total 68000 · Capital Expenses	110,650.40	158,000.00	70.0%	110,650.40	158,000.00	70.0%	228,000.00
Total Expense	110,685.25	158,000.00	70.1%	110,685.25	158,000.00	70.1%	228,000.00
Net Income	-22,109.87	-14,439.99	153.1%	-22,109.87	-14,439.99	153.1%	12,660.00

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01/29/15

Accrual Basis

**MRTA - Capital Equipment Fund**  
**Balance Sheet**  
As of December 31, 2014

	Dec 31, 14
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
11100 · Mountain West Checking	20,482.73
11600 · LGIP Capital Equipment Acct.	73,893.73
Total Checking/Savings	94,376.46
Accounts Receivable	
11800 · Accounts Receivable	58,600.00
Total Accounts Receivable	58,600.00
Total Current Assets	152,976.46
Fixed Assets	
15000 · Fixed Assets	
15100 · Vehicles	
15125 · Buses - mid and heavy duty	1,426,660.00
15175 · Vans	562,963.00
Total 15100 · Vehicles	1,989,623.00
15200 · Equipment - Maintenance	39,590.00
15300 · Equipment - Office	1,723.00
Total 15000 · Fixed Assets	2,030,936.00
Total Fixed Assets	2,030,936.00
<b>TOTAL ASSETS</b>	<b>2,183,912.46</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
30000 · Opening Bal Equity	1,139,987.00
32000 · Retained Earnings	1,066,035.33
Net Income	-22,109.87
Total Equity	2,183,912.46
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,183,912.46</b>

# Mountain Rides Agenda Item Summary

Date: 03/18/2015

From: Wendy Crosby

Subject: 7b. January 2015 financials

Background:

Jan 2015:

We have fully used our 5311 funding for Preventative Maintenance. Operating and Administrative allocation will be used following the February reimbursements. 5310 reimbursements include the Green Route deviated service and are being drawn greater than budgeted. This is a good thing because these funds will not be available to us after March 31st. Fares are running ahead of budget for the month, with pass sales making up for reduced cash receipts and van pool fares. Advertising revenue has been collected earlier in the FY and as a result, ad receipts for the month are about 50% of budget. Overall for the FY, ad revenues are significantly over budget but expected to come in as forecast.

Salaries and Wages are over budget for the month as a result of overtime due to the driver shortage, but total payroll costs are coming in very close to budget. Retirement plan expenses were high for the month but this is due to timing of forfeitures and will normalize as the FY progresses. Workman's Comp Insurance is paid quarterly and no payments were made in January but we did receive a 'dividend' credit on past premiums paid, resulting in a negative expense. Overall payroll expenses are in-line with budget for both the month and the FY.

All other expenses look good compared to budget with the following exceptions:

55000 Rent & Utilities- Utilities are running a little higher than budget but are expected to fall back in line as the FY progresses.

56000 Supplies- over budget due to timing.

59000-Travel & Training- running higher due to timing. Will fall in line for the year.

62000-Marketing & Promotion-running higher due to Staff Appreciation/Events expenses related to safety awards. This is one of the items that will require a budget adjustment.

Fuel expenses are running at 54% of budget for the month and 67% for the FY. This item will also be adjusted in the revised budget that will come a little later in the year.

# Mountain Rides Agenda Item Summary

Date: 03/18/2015

From: Wendy Crosby

Subject: 7b. January financials continued

Background:

January 2015 Checks Issued:  
Large (over \$2,500)/Unusual Items of note:  
Les Schwab- \$5,544.55 - new tires various buses  
Dennis Brown CPA- \$9,600- audit  
Atkinson's- \$1,886.26- Xmas gift cards to employees  
STO E-Bank- \$75,000 transfer for cash management purposes  
Nicole Brown- \$2,701.88- advertising commissions  
Jason Miller- \$1,257.32- expense reimbursement for APTA conference

11:15 AM

03/02/15

Accrual Basis

# MRTA - Operations Main

## Revenue & Expenditures Budget Performance

### January 2015

	Jan 15	Budget	% of Budget	Oct '14 - Jan 15	YTD Budget	% of Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
41000 - Federal Funding							
41200 - Federal - 5311	85,146.00	130,000.00	65.5%	346,936.00	366,000.00	94.8%	845,000.00
41400 - Federal - 5317	1,286.00	0.00	100.0%	5,159.00	0.00	100.0%	14,000.00
41500 - Federal - Stimulus/5310	7,176.00	5,000.00	143.5%	19,999.00	17,500.00	114.3%	50,000.00
41600 - Federal - SRTS	0.00	0.00	0.0%	1,566.11	0.00	100.0%	15,000.00
<b>Total 41000 - Federal Funding</b>	<b>93,608.00</b>	<b>135,000.00</b>	<b>69.3%</b>	<b>373,660.11</b>	<b>383,500.00</b>	<b>97.4%</b>	<b>924,000.00</b>
42000 - State Funding							
42400 - State - Training	0.00	0.00	0.0%	2,635.46	4,000.00	65.9%	7,500.00
<b>Total 42000 - State Funding</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>2,635.46</b>	<b>4,000.00</b>	<b>65.9%</b>	<b>7,500.00</b>
43000 - Local Funding							
43100 - Local - Ketchum	40,333.33	40,333.33	100.0%	171,333.32	161,333.32	106.2%	484,000.00
43200 - Local - Hailey	4,986.67	4,986.67	100.0%	19,946.67	19,946.68	100.0%	59,840.00
43300 - Local - Bellevue	0.00	0.00	0.0%	440.00	0.00	100.0%	0.00
43400 - Local - Blaine County	9,000.00	9,000.00	100.0%	36,000.00	36,000.00	100.0%	108,000.00
43500 - Local - Sun Valley	18,333.33	18,333.33	100.0%	73,333.33	73,333.32	100.0%	220,000.00
43600 - Local - Sun Valley Company	30,800.00	30,800.00	100.0%	96,800.00	96,800.00	100.0%	157,080.00
<b>Total 43000 - Local Funding</b>	<b>103,453.33</b>	<b>103,453.33</b>	<b>100.0%</b>	<b>397,853.32</b>	<b>387,413.32</b>	<b>102.7%</b>	<b>1,028,920.00</b>
44000 - Fares							
44100 - Fares - Valley Cash	5,129.50	6,000.00	85.5%	20,894.10	24,000.00	87.1%	76,000.00
44200 - Fares - Valley Passes	10,428.75	6,000.00	173.8%	56,728.00	54,000.00	105.1%	130,000.00
44300 - Fares - Vanpool	12,303.66	13,000.00	94.6%	58,707.77	54,000.00	108.7%	175,000.00
44400 - Fares - ADA	85.00	80.00	106.3%	383.00	330.00	116.1%	1,000.00
<b>Total 44000 - Fares</b>	<b>27,946.91</b>	<b>25,080.00</b>	<b>111.4%</b>	<b>136,712.87</b>	<b>132,330.00</b>	<b>103.3%</b>	<b>382,000.00</b>
45000 - Revenue							
45100 - Rev - Advertising	4,221.88	8,000.00	52.8%	37,254.38	27,000.00	138.0%	55,000.00
45450 - Rev - Misc.	59.00	0.00	100.0%	9,672.52	0.00	100.0%	0.00
45500 - Rev - Charter/Special Event	0.00	500.00	0.0%	960.00	2,400.00	40.0%	15,000.00
45600 - Rev - Bike Share- Bike Swap	0.00	0.00	0.0%	0.00	0.00	0.0%	5,000.00
<b>Total 45000 - Revenue</b>	<b>4,280.88</b>	<b>8,500.00</b>	<b>50.4%</b>	<b>47,886.90</b>	<b>29,400.00</b>	<b>162.9%</b>	<b>75,000.00</b>
47000 - Private Donations							
47100 - Priv. Donation - Foundations	0.00	0.00	0.0%	0.00	0.00	0.0%	500.00
<b>Total 47000 - Private Donations</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>500.00</b>
48000 - Transfers							
48400 - Transfer - Housing Fund	1,666.67	1,666.67	100.0%	6,666.66	6,666.68	100.0%	20,000.00
<b>Total 48000 - Transfers</b>	<b>1,666.67</b>	<b>1,666.67</b>	<b>100.0%</b>	<b>6,666.66</b>	<b>6,666.68</b>	<b>100.0%</b>	<b>20,000.00</b>
49000 - Interest Income	28.03	41.67	67.3%	115.48	166.68	69.3%	500.00
49500 - Diesel Tax Refunds	3,841.00	6,000.00	64.0%	7,640.00	10,000.00	76.4%	19,000.00
49800 - Excess Operating Funds	0.00	75,000.00	0.0%	0.00	75,000.00	0.0%	75,000.00
<b>Total Income</b>	<b>234,824.82</b>	<b>354,741.67</b>	<b>66.2%</b>	<b>973,170.80</b>	<b>1,028,476.68</b>	<b>94.6%</b>	<b>2,532,420.00</b>
<b>Gross Profit</b>	<b>234,824.82</b>	<b>354,741.67</b>	<b>66.2%</b>	<b>973,170.80</b>	<b>1,028,476.68</b>	<b>94.6%</b>	<b>2,532,420.00</b>
<b>Expense</b>							
51000 - Payroll Expenses							
51100 - Salaries and Wages	164,153.35	159,500.00	102.9%	423,674.42	432,000.00	98.1%	1,159,000.00
51300 - FICA Expense	10,075.07	9,980.00	101.0%	25,327.35	26,870.00	94.3%	72,500.00
51350 - Medicare Tax Expense	2,282.13	2,015.00	113.3%	5,849.20	5,760.00	101.5%	17,250.00
51400 - Retirement Plan Expenses	11,358.65	6,500.00	174.7%	34,322.45	29,000.00	118.4%	93,000.00
51500 - Workers Comp Expense	-3,542.00	166.67	-2,125.2%	8,003.00	10,166.68	78.7%	45,000.00
51600 - SUI Expense	2,681.78	3,576.67	75.0%	4,781.58	9,306.68	51.4%	24,000.00
51700 - Medical Ins. Expense	10,512.23	12,000.00	87.6%	47,440.59	46,500.00	102.0%	142,000.00
51800 - Dental Ins. Expense	754.33	1,016.67	74.2%	3,811.18	3,866.68	98.6%	12,000.00
51975 - Employee Assistance expense	0.00	416.67	0.0%	0.00	1,666.68	0.0%	5,000.00
51000 - Payroll Expenses - Other	134.00	150.00	89.3%	513.20	550.00	93.3%	1,750.00
<b>Total 51000 - Payroll Expenses</b>	<b>198,409.54</b>	<b>195,321.68</b>	<b>101.6%</b>	<b>553,722.97</b>	<b>565,686.72</b>	<b>97.9%</b>	<b>1,571,500.00</b>



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Accrual Basis

**MRTA - Operations Main**  
**Revenue & Expenditures Budget Performance**  
**January 2015**

	Jan 15	Budget	% of Budget	Oct '14 - Jan 15	YTD Budget	% of Budget	Annual Budget
<b>52000 - Insurance Expense</b>							
52100 - Ins. - Vehicles	8,750.00	8,750.00	100.0%	35,000.00	35,000.00	100.0%	105,000.00
52150 - Ins- Deductibles/claims	0.00	1,000.00	0.0%	0.00	3,500.00	0.0%	6,000.00
<b>Total 52000 - Insurance Expense</b>	<b>8,750.00</b>	<b>9,750.00</b>	<b>89.7%</b>	<b>35,000.00</b>	<b>38,500.00</b>	<b>90.9%</b>	<b>111,000.00</b>
<b>53000 - Professional Fees</b>							
53100 - Accounting & Audit	0.00	500.00	0.0%	9,400.00	10,000.00	94.0%	11,000.00
53200 - IT Systems	0.00	500.00	0.0%	460.00	1,700.00	27.1%	12,000.00
53400 - Legal Fees	156.00	600.00	26.0%	1,807.20	2,000.00	90.4%	7,000.00
53450 - Planning/ Design	0.00	0.00	0.0%	550.00	500.00	110.0%	1,500.00
53500 - Other Professional Fees	711.00	500.00	142.2%	3,159.95	4,000.00	79.0%	8,000.00
<b>Total 53000 - Professional Fees</b>	<b>867.00</b>	<b>2,100.00</b>	<b>41.3%</b>	<b>15,377.15</b>	<b>18,200.00</b>	<b>84.5%</b>	<b>39,500.00</b>
<b>54000 - Equipment/ Tool Expense</b>							
54100 - Shop Equipment expense	0.00	0.00	0.0%	234.82	5,000.00	4.7%	7,000.00
54200 - Shop Tools	0.00	300.00	0.0%	413.29	925.00	44.7%	3,400.00
54300 - Office Equipment	172.36	50.00	344.7%	2,403.12	2,150.00	111.8%	5,000.00
<b>Total 54000 - Equipment/ Tool Expense</b>	<b>172.36</b>	<b>350.00</b>	<b>49.2%</b>	<b>3,051.23</b>	<b>8,075.00</b>	<b>37.8%</b>	<b>15,400.00</b>
<b>55000 - Rent and Utilities</b>							
55100 - Rent	2,525.00	2,525.00	100.0%	10,141.95	9,500.00	106.8%	26,500.00
55200 - Utilities	3,083.73	2,250.00	137.1%	6,518.00	5,500.00	118.5%	16,500.00
<b>Total 55000 - Rent and Utilities</b>	<b>5,608.73</b>	<b>4,775.00</b>	<b>117.5%</b>	<b>16,659.95</b>	<b>15,000.00</b>	<b>111.1%</b>	<b>43,000.00</b>
<b>56000 - Supplies</b>							
56100 - Office Supplies	373.60	150.00	249.1%	1,140.34	800.00	142.5%	2,000.00
56200 - Janitorial & Safety Supplies	253.94	300.00	84.6%	1,807.39	1,750.00	103.3%	4,000.00
56300 - Department Supplies	303.76	725.00	41.9%	1,533.31	2,700.00	56.8%	8,500.00
56400 - Uniforms	547.51	0.00	100.0%	4,604.50	3,700.00	124.4%	5,000.00
56500 - Postage and Delivery	11.17	90.00	12.4%	125.68	320.00	39.3%	900.00
<b>Total 56000 - Supplies</b>	<b>1,489.98</b>	<b>1,265.00</b>	<b>117.8%</b>	<b>9,211.22</b>	<b>9,270.00</b>	<b>99.4%</b>	<b>20,400.00</b>
<b>57000 - Repairs and Maintenance</b>							
57100 - Equipment Repairs/Maintenance	304.52	186.36	163.4%	957.11	1,009.08	94.8%	2,500.00
57200 - Building Repairs/Maintenance	341.40	500.00	68.3%	1,436.88	2,000.00	71.8%	12,000.00
57250 - Bus Stop Repairs/Maint	315.75	300.00	105.3%	759.74	600.00	126.6%	5,000.00
57300 - Grounds Repairs/Maintenance	0.00	300.00	0.0%	750.00	1,650.00	45.5%	2,500.00
57400 - Bike Share Repairs/Maintenance	0.00	0.00	0.0%	1,073.16	200.00	536.6%	2,000.00
57500 - Janitorial Services	182.00	200.00	91.0%	728.00	800.00	91.0%	2,500.00
<b>Total 57000 - Repairs and Maintenance</b>	<b>1,143.67</b>	<b>1,486.36</b>	<b>76.9%</b>	<b>5,704.89</b>	<b>6,259.08</b>	<b>91.1%</b>	<b>26,500.00</b>
<b>58000 - Communications Expense</b>							
58100 - Office Phone Expense	540.29	300.00	180.1%	1,261.91	1,200.00	105.2%	4,000.00
58200 - Cell & Two-Way Mobile	813.38	2,620.00	31.0%	2,979.41	4,180.00	71.3%	10,000.00
58300 - Internet/Website	565.95	200.00	283.0%	1,564.79	1,158.33	135.1%	2,500.00
<b>Total 58000 - Communications Expense</b>	<b>1,919.62</b>	<b>3,120.00</b>	<b>61.5%</b>	<b>5,806.11</b>	<b>6,538.33</b>	<b>88.8%</b>	<b>16,500.00</b>
<b>59000 - Travel and Training</b>							
59100 - Vehicle/Airfare	489.60	0.00	100.0%	1,211.95	2,000.00	60.6%	4,000.00
59200 - Lodging	710.00	0.00	100.0%	1,030.43	800.00	128.8%	2,500.00
59300 - Food/Meals/Entertainment	100.63	300.00	33.5%	648.15	1,250.00	51.9%	4,000.00
59400 - Training/Education	1,122.95	200.00	561.5%	1,157.95	650.00	178.1%	2,000.00
59500 - Safety Curriculum	0.00	0.00	0.0%	9,242.34	8,000.00	115.5%	8,000.00
<b>Total 59000 - Travel and Training</b>	<b>2,423.18</b>	<b>500.00</b>	<b>484.6%</b>	<b>13,290.82</b>	<b>12,700.00</b>	<b>104.7%</b>	<b>20,500.00</b>
<b>60000 - Business Expenses</b>							
60100 - Business Registration Fees	46.00	0.00	100.0%	69.00	0.00	100.0%	0.00
60400 - Dues & Subscriptions	153.97	625.00	24.6%	820.88	2,250.00	36.5%	7,500.00
60500 - Bank Fees/Bad Debt	8.96	83.34	10.8%	50.80	333.36	15.2%	1,000.00
<b>Total 60000 - Business Expenses</b>	<b>208.93</b>	<b>708.34</b>	<b>29.5%</b>	<b>940.68</b>	<b>2,583.36</b>	<b>36.4%</b>	<b>8,500.00</b>

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Accrual Basis

**MRTA - Operations Main**  
**Revenue & Expenditures Budget Performance**  
**January 2015**

	Jan 15	Budget	% of Budget	Oct '14 - Jan 15	YTD Budget	% of Budget	Annual Budget
<b>61000 - Advertising</b>							
61100 - Print Advertising	1,329.70	320.00	415.5%	3,786.29	1,910.00	198.2%	7,500.00
61200 - Radio Advertising	500.00	0.00	100.0%	1,220.00	0.00	100.0%	1,000.00
61300 - Online Advertising	40.00	41.67	96.0%	160.00	166.68	96.0%	500.00
61400 - Vehicle Graphics	0.00	1,000.00	0.0%	5,617.50	5,500.00	102.1%	5,500.00
61500 - Bus. Adv. Contract	540.00	1,500.00	36.0%	8,054.38	6,500.00	123.9%	13,000.00
<b>Total 61000 - Advertising</b>	<b>2,409.70</b>	<b>2,861.67</b>	<b>84.2%</b>	<b>18,838.17</b>	<b>14,076.68</b>	<b>133.8%</b>	<b>27,500.00</b>
<b>62000 - Marketing and Promotion</b>							
62100 - Info. Displays-Stop Signage	2,068.34	0.00	100.0%	2,349.28	2,500.00	94.0%	4,000.00
62200 - Graphic Design	150.00	1,666.67	9.0%	1,200.00	2,166.68	55.4%	6,000.00
62300 - Promotional Items	385.58	0.00	100.0%	385.58	0.00	100.0%	3,000.00
62400 - Customer Events and Misc.	24.00	0.00	100.0%	241.36	0.00	100.0%	3,500.00
62500 - Staff Appreciation/ Events	3,285.67	500.00	657.1%	5,626.73	4,250.00	132.4%	5,000.00
<b>Total 62000 - Marketing and Promotion</b>	<b>5,913.59</b>	<b>2,166.67</b>	<b>272.9%</b>	<b>9,802.95</b>	<b>8,916.68</b>	<b>109.9%</b>	<b>21,500.00</b>
<b>63000 - Printing and Reproduction</b>							
63100 - Copies, Passes & Flyers	386.08	0.00	100.0%	1,028.66	1,050.00	98.0%	2,500.00
63200 - Schedules, Maps & Brochures	0.00	0.00	0.0%	5,657.66	5,000.00	113.2%	9,000.00
<b>Total 63000 - Printing and Reproduction</b>	<b>386.08</b>	<b>0.00</b>	<b>100.0%</b>	<b>6,686.32</b>	<b>6,050.00</b>	<b>110.5%</b>	<b>11,500.00</b>
<b>64000 - Fuel Expense</b>	<b>20,626.31</b>	<b>38,000.00</b>	<b>54.3%</b>	<b>83,899.83</b>	<b>126,000.00</b>	<b>66.6%</b>	<b>385,620.00</b>
<b>65000 - Vehicle Maintenance</b>							
65100 - Parts Expense	5,218.79	8,208.33	63.6%	32,418.18	34,333.32	94.4%	100,000.00
65200 - Fluids Expense	1,263.07	1,333.33	94.7%	4,417.81	5,333.32	82.8%	16,000.00
65300 - Tires Expense	1,459.93	500.00	292.0%	20,914.19	25,500.00	82.0%	35,000.00
65400 - Purchased Services	758.10	1,500.00	50.5%	2,040.41	3,500.00	58.3%	10,500.00
65500 - Vehicle Computer/Diagnostic	0.00	200.00	0.0%	20.89	600.00	3.5%	2,000.00
<b>Total 65000 - Vehicle Maintenance</b>	<b>8,699.89</b>	<b>11,741.66</b>	<b>74.1%</b>	<b>59,811.48</b>	<b>69,266.64</b>	<b>86.3%</b>	<b>163,500.00</b>
<b>69500 - Contingency Expense-Operations</b>	<b>4,166.66</b>	<b>4,166.67</b>	<b>100.0%</b>	<b>16,666.64</b>	<b>16,666.68</b>	<b>100.0%</b>	<b>50,000.00</b>
<b>Total Expense</b>	<b>263,195.24</b>	<b>278,313.05</b>	<b>94.6%</b>	<b>854,470.41</b>	<b>923,789.17</b>	<b>92.5%</b>	<b>2,532,420.00</b>
<b>Net Ordinary Income</b>	<b>-28,370.42</b>	<b>76,428.62</b>	<b>-37.1%</b>	<b>118,700.39</b>	<b>104,687.51</b>	<b>113.4%</b>	<b>0.00</b>
<b>Net Income</b>	<b>-28,370.42</b>	<b>76,428.62</b>	<b>-37.1%</b>	<b>118,700.39</b>	<b>104,687.51</b>	<b>113.4%</b>	<b>0.00</b>

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Accrual Basis

# MRTA - Operations Main

## Checks Issued

### As of January 31, 2015

Type	Date	Num	Name	Memo	Amount	Balance
<b>11100 - Mountain West Checking</b>						78,847.10
Paycheck	01/02/2015	DD	Aguilar, Hortencia	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Conlago, Maira P.	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Djasran JR, Johnny	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Domke, Rodney F	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Ellsworth, Bryson D	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Fairbrook, Douglas H	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Finch, James F	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Glasscock, David T	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Gray, Stuart	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Grubbs, Torrey E	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Holloway, Junichi J	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Johnson, Mark F	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Juarez, Felimon	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Kelly, David W	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Kirkpatrick, Wendy J	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Knudson, Michael W	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Leon, Teofilo O	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	McCarty, Isabelle	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Miller, Jason M	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Nestor, Robert A	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Parker, Michael J	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Parker, Roger G	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Romero-Campos, Raul	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Sanchez, Jose J	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Selisch, Kurt	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Shroyer, Randall R	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Sproule, William	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Stavros, William A.	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Tellez, Carlos	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Thomason, Brett L	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Torres, April L	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Uberuaga, Richard S	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Vasquez, Pamela	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Vega, Roberto	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Victorino, Jose L	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Williams-Mehra, Colleen	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	Williams, Gordon K	Direct Deposit	0.00	78,847.10
Paycheck	01/02/2015	DD	MacPherson, Kim	Direct Deposit	0.00	78,847.10
Liability Check	01/02/2015	E-pay	United States Treasury	82-0382250 QB Trac...	-12,285.96	66,561.14
Liability Check	01/02/2015	4629	Idaho Child Support Receipting	326231	-244.60	66,316.54
Liability Check	01/02/2015	4630	National Benefit Services, LLC	Mountain Rides FSA	-482.29	65,834.25
Check	01/02/2015	ACH	Contingency Fund	monthly transfer- Dec...	-4,166.66	61,667.59
Deposit	01/02/2015			Deposit	4,166.66	65,834.25
Bill Pmt -Check	01/05/2015	4632	Alexander Clark Printing	Cust #66170	-644.26	65,189.99
Bill Pmt -Check	01/05/2015	4633	Davis Embroidery		-39.98	65,150.01
Bill Pmt -Check	01/05/2015	4634	ULINE	customer #8077959	-356.66	64,793.35
Bill Pmt -Check	01/05/2015	4635	Wood River Lock & Safe		-36.00	64,757.35
Bill Pmt -Check	01/05/2015	4636	Zilch Art & Design		-200.00	64,557.35
Deposit	01/06/2015			Deposit	2,550.00	67,107.35
Deposit	01/06/2015			Deposit	59.00	67,166.35
Deposit	01/06/2015			Deposit	361.75	67,528.10
Bill Pmt -Check	01/07/2015	4637	Luke's Family Pharmacy/Fisher J...		-92.44	67,435.66
Bill Pmt -Check	01/07/2015	4638	Silver Creek Ford formerly Sawtoo...		-48.55	67,387.11
Bill Pmt -Check	01/07/2015	4639	Alsco		-178.28	67,208.83
Bill Pmt -Check	01/07/2015	4640	Copy & Print		-10.99	67,197.84
Bill Pmt -Check	01/07/2015	4641	Les Schwab	117-00888	-5,544.55	61,653.29
Bill Pmt -Check	01/07/2015	4642	Six Roblees' Inc formerly Valley B...	64830	-846.98	60,806.31
Bill Pmt -Check	01/07/2015	4643	Allstar Property Services, Inc.		-1,016.40	59,789.91
Bill Pmt -Check	01/07/2015	4644	American Funds	plan ID BRK100102	-250.00	59,539.91
Bill Pmt -Check	01/07/2015	4645	National Benefit Services, LLC		-113.00	59,426.91
Bill Pmt -Check	01/07/2015	4646	Associated Petroleum Products, I...		-11,214.19	48,212.72
Bill Pmt -Check	01/07/2015	4647	Idaho Transmission Warehouse	VOID: this bill was act...	0.00	48,212.72
Bill Pmt -Check	01/07/2015	4648	NAPA Auto Parts		-2,117.08	46,095.64
Deposit	01/07/2015			Deposit	103,972.00	150,067.64
Bill Pmt -Check	01/08/2015	4649	Dennis Brown CPA		-9,400.00	140,667.64
Deposit	01/08/2015			Deposit	60,747.83	201,415.47
Deposit	01/09/2015			Deposit	974.00	202,389.47
Deposit	01/09/2015			Deposit	300.00	202,689.47
Bill Pmt -Check	01/13/2015	4652	Gillig LLC	36869600	-2,119.96	200,569.51
Bill Pmt -Check	01/13/2015	4653	Cummins Rocky Mountain LLC		-250.84	200,318.67
Bill Pmt -Check	01/13/2015	4654	Atkinsons' Grocery		-1,886.26	198,432.41
Bill Pmt -Check	01/13/2015	4655	National Benefit Services, LLC		-150.00	198,282.41
Bill Pmt -Check	01/13/2015	4656	Business As Usual		-229.06	198,053.35
Bill Pmt -Check	01/13/2015	4657	City of Ketchum		-766.52	197,286.83
Bill Pmt -Check	01/13/2015	4658	Johnny G's Sub Shack		-87.05	197,199.78
Bill Pmt -Check	01/13/2015	4659	Ketchum Computers, Inc.		-115.00	197,084.78
Bill Pmt -Check	01/13/2015	4660	Mason's Trophies & Gifts		-46.34	197,038.44

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Accrual Basis

# MRTA - Operations Main

## Checks Issued

### As of January 31, 2015

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	01/13/2015	4661	National Benefit Services, LLC		-1,181.82	195,856.62
Bill Pmt -Check	01/13/2015	4662	Freightliner of Idaho		-913.56	194,943.06
Bill Pmt -Check	01/13/2015	4663	Greyhound Design		-52.50	194,890.56
Bill Pmt -Check	01/13/2015	4664	Smith Power Products		-52.31	194,838.25
Bill Pmt -Check	01/13/2015	4665	Clear Creek Disposal	1327	-77.53	194,760.72
Deposit	01/13/2015			Deposit	777.45	195,538.17
Liability Check	01/14/2015		QuickBooks Payroll Service	Created by Payroll Se...	-42,515.08	153,023.09
Deposit	01/14/2015			Deposit	3,050.35	156,073.44
Deposit	01/14/2015			Deposit	195.50	156,268.94
Deposit	01/14/2015			Deposit	2,251.00	158,519.94
Paycheck	01/15/2015	DD	Aguilar, Hortencia	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Conlago, Maira P.	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Djasran JR, Johnny	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Domke, Rodney F	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Ellsworth, Bryson D	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Fairbrook, Douglas H	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Finch, James F	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Garcia-Izarraras, Gerardo	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Glasscock, David T	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Gray, Stuart	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Grubbs, Torrey E	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Holloway, Junichi J	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Johnson, Mark F	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Juarez, Felimon	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Kelly, David W	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Kirkpatrick, Wendy J	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Knudson, Michael W	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Leon, Teofilo O	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	MacPherson, Kim	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	McCarty, Isabelle	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Miller, Jason M	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Nestor, Robert A	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Parker, Michael J	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Parker, Roger G	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Romero-Campos, Raul	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Sanchez, Jose J	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Selisch, Kurt	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Shroyer, Randall R	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Sproule, William	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Stavros, William A.	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Tellez, Carlos	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Thea, Karen J	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Thomason, Brett L	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Torres, April L	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Uberuaga, Richard S	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Vasquez, Pamela	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Vega, Roberto	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Victorino, Jose L	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Williams-Mehra, Colleen	Direct Deposit	0.00	158,519.94
Paycheck	01/15/2015	DD	Williams, Gordon K	Direct Deposit	0.00	158,519.94
Liability Check	01/15/2015	4650	Idaho Child Support Receipting	326231	-244.60	158,275.34
Liability Check	01/15/2015	4651	National Benefit Services, LLC	Mountain Rides FSA	-482.29	157,793.05
Bill Pmt -Check	01/15/2015	4666	Access Idaho		-18.00	157,775.05
Bill Pmt -Check	01/15/2015	4667	Canteen Vending formerly Magic ...		-19.50	157,755.55
Bill Pmt -Check	01/15/2015	4668	Integrated Technologies		-183.83	157,571.72
Bill Pmt -Check	01/15/2015	4669	Lawson Laski Clark & Pogue, PLLC		-230.40	157,341.32
Bill Pmt -Check	01/15/2015	4670	Luke's Family Pharmacy/Fisher J...		-87.60	157,253.72
Bill Pmt -Check	01/15/2015	4671	Met Life SBC		-39.58	157,214.14
Bill Pmt -Check	01/15/2015	4672	Minert & Associates, Inc.		-675.00	156,539.14
Bill Pmt -Check	01/15/2015	4673	St Luke's Clinic - Hailey	940000328	-222.00	156,317.14
Bill Pmt -Check	01/15/2015	4674	ULINE	customer #8077959	-212.12	156,105.02
Bill Pmt -Check	01/15/2015	4675	United Oil		-193.60	155,911.42
Bill Pmt -Check	01/15/2015	4676	US Postal Service	PO Box 3091 - Annua...	-42.00	155,869.42
Bill Pmt -Check	01/15/2015	4677	Webb Landscape		-338.00	155,531.42
Bill Pmt -Check	01/15/2015	ACH	Intermtn Gas Co #10630400-001-6	#10630400-001-6	-1,133.77	154,397.65
Bill Pmt -Check	01/15/2015	ACH	Intermtn Gas Co #10630400-353-1	#10630400-353-1	-193.32	154,204.33
Deposit	01/15/2015			Deposit	3,917.99	158,122.32
Deposit	01/15/2015			Deposit	533.25	158,655.57
Liability Check	01/16/2015	E-pay	United States Treasury	82-0382250 QB Trac...	-12,755.04	145,900.53
Deposit	01/16/2015		STO eBank	transfer	-75,000.00	70,900.53
Bill Pmt -Check	01/16/2015	4678	Nicole Brown		-2,701.88	68,198.65
Deposit	01/16/2015			Deposit	27,045.00	95,243.65
Deposit	01/19/2015			Deposit	1,060.00	96,303.65
Liability Check	01/20/2015	TAP	Idaho State Tax Commission	000186434	-3,669.00	92,634.65
Deposit	01/20/2015			Deposit	48,821.26	141,455.91
Deposit	01/20/2015			Deposit	943.75	142,399.66
Bill Pmt -Check	01/21/2015	4682	Associated Petroleum Products, I...		-11,728.57	130,671.09
Bill Pmt -Check	01/21/2015	4683	Brody Chemical Inc.		-229.44	130,441.65

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Accrual Basis

# MRTA - Operations Main

## Checks Issued

### As of January 31, 2015

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	01/21/2015	4684	Brooks Welding, Inc.		-38.22	130,403.43
Bill Pmt -Check	01/21/2015	4685	Certified Folder Display Service, I...	14-0086946	-68.00	130,335.43
Bill Pmt -Check	01/21/2015	4686	Gem State Welders Supply Inc.		-8.06	130,327.37
Bill Pmt -Check	01/21/2015	4687	Jim Finch	expense reimbursem...	-45.00	130,282.37
Bill Pmt -Check	01/21/2015	4688	Karen Thea	expense reimbursem...	-39.75	130,242.62
Bill Pmt -Check	01/21/2015	4689	Kent's Precision Electric Inc.		-60.00	130,182.62
Bill Pmt -Check	01/21/2015	4690	Schaeffer MFG. CO.	1140316	-866.25	129,316.37
Bill Pmt -Check	01/21/2015	4691	Wells Fargo		-973.90	128,342.47
Bill Pmt -Check	01/21/2015	4692	White Cloud Communications Inc.		-288.00	128,054.47
Bill Pmt -Check	01/21/2015	4693	Gem State Welders Supply Inc.		-108.16	127,946.31
Bill Pmt -Check	01/21/2015	ACH	Idaho Power Acc#220478885		-420.46	127,525.85
Bill Pmt -Check	01/21/2015	ACH	Idaho Power Acct.#2204640144		-178.39	127,347.46
Bill Pmt -Check	01/21/2015	ACH	Verizon Wireless	942013229	-245.36	127,102.10
Deposit	01/22/2015			Deposit	1,665.50	128,767.60
Deposit	01/23/2015			Deposit	676.40	129,444.00
Deposit	01/26/2015			Deposit	143.82	129,587.82
Liability Check	01/26/2015	4694	Idaho Department of Labor	0001211374	-2,099.81	127,488.01
Liability Check	01/27/2015	E-pay	United States Treasury	82-0382250 QB Trac...	-12,545.60	114,942.41
Deposit	01/27/2015			Deposit	1,878.47	116,820.88
Deposit	01/28/2015			Deposit	72.22	116,893.10
Liability Check	01/28/2015		QuickBooks Payroll Service	Created by Payroll Se...	-41,977.95	74,915.15
Bill Pmt -Check	01/28/2015	4698	Dennis Brown CPA	VOID:original check #...	0.00	74,915.15
Bill Pmt -Check	01/28/2015	4699	Ketchum Computers, Inc.		-287.50	74,627.65
Bill Pmt -Check	01/28/2015	4700	Sentinel Fire & Security		-281.40	74,346.25
Bill Pmt -Check	01/28/2015	4701	Silver Creek Ford formerly Sawtoo...		-1,123.93	73,222.32
Bill Pmt -Check	01/28/2015	4702	UPS		-10.47	73,211.85
Deposit	01/28/2015			Deposit	147.50	73,359.35
Paycheck	01/29/2015	DD	Aguilar, Hortencia	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Conlago, Maira P.	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Djasran JR, Johnny	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Domke, Rodney F	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Ellsworth, Bryson D	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Fairbrook, Douglas H	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Finch, James F	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Garcia-Izarraras, Gerardo	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Glasscock, David T	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Gray, Stuart	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Grubbs, Torrey E	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Holloway, Junichi J	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Johnson, Mark F	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Juarez, Felimon	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Kelly, David W	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Kirkpatrick, Wendy J	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Knudson, Michael W	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Leon, Teofilo O	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	MacPherson, Kim	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	McCarty, Isabelle	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Miller, Jason M	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Nestor, Robert A	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Parker, Michael J	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Parker, Roger G	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Romero-Campos, Raul	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Sanchez, Jose J	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Selisch, Kurt	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Shroyer, Randall R	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Sproule, William	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Stavros, William A.	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Tellez, Carlos	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Thea, Karen J	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Thomason, Brett L	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Torres, April L	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Uberuaga, Richard S	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Vasquez, Pamela	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Vega, Roberto	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Victorino, Jose L	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Williams-Mehra, Colleen	Direct Deposit	0.00	73,359.35
Paycheck	01/29/2015	DD	Williams, Gordon K	Direct Deposit	0.00	73,359.35
Liability Check	01/29/2015	4695	Idaho Child Support Receipting	326231	-244.60	73,114.75
Liability Check	01/29/2015	4696	National Benefit Services, LLC	Mountain Rides FSA	-482.29	72,632.46
Bill Pmt -Check	01/29/2015	4703	Davis Embroidery		-413.47	72,218.99
Bill Pmt -Check	01/29/2015	4704	Integrated Technologies		-54.50	72,164.49
Bill Pmt -Check	01/29/2015	4705	Jason Miller	expense reimbursem...	-1,257.32	70,907.17
Bill Pmt -Check	01/29/2015	4706	Kim MacPherson'	expense reimbursem...	-263.50	70,643.67
Bill Pmt -Check	01/29/2015	4707	Rod Domke	expense reimbursem...	-135.00	70,508.67
Bill Pmt -Check	01/29/2015	4708	Wendy Crosby	expense reimbursem...	-15.00	70,493.67
Bill Pmt -Check	01/29/2015	4709	Ketchum Computers, Inc.		-100.00	70,393.67
Bill Pmt -Check	01/29/2015	ACH	CenturyLink 208-726-7140 623B	208-726-1690 623B	-111.99	70,281.68
Bill Pmt -Check	01/29/2015	ACH	Cox Communications	001-2401-205184001	-33.77	70,247.91



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Accrual Basis

**MRTA - Operations Main**  
**Checks Issued**  
**As of January 31, 2015**

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	01/29/2015	4710	Mack Center		-666.11	69,581.80
Bill Pmt -Check	01/29/2015	4711	Virginia Rhinehart	Monthly Rent	-1,925.00	67,656.80
Deposit	01/29/2015			Deposit	595.00	68,251.80
Deposit	01/30/2015			Deposit	85.00	68,336.80
Deposit	01/30/2015			Deposit	1,666.67	70,003.47
Deposit	01/30/2015			Deposit	862.90	70,866.37
Liability Check	01/31/2015	4697	Aflac	VOID: DQR88- create...	0.00	70,866.37
Liability Check	01/31/2015	ACH	Aflac	DQR88	-630.54	70,235.83
Check	01/31/2015	ACH	Capital Equipment Fund'	monthly transfer Jan	-6,370.00	63,865.83
Check	01/31/2015	ACH	Facilities Fund	monthly transfer- Jan	-6,510.00	57,355.83
Check	01/31/2015	ACH	Contingency Fund	monthly transfer- Jan ...	-4,166.66	53,189.17
Liability Check	01/31/2015	4766	Blue Cross of Idaho	VOID: 10034150-R00...	0.00	53,189.17
Liability Check	01/31/2015	4767	Blue Cross of Idaho	VOID: 10034150-R00...	0.00	53,189.17
Deposit	01/31/2015			Interest	7.81	53,196.98
Liability Check	01/31/2015	4768	Blue Cross of Idaho	10034150-R001	-13,600.00	39,596.98
Liability Check	01/31/2015	4769	Blue Cross of Idaho	10034150-R001	-1,309.50	38,287.48
Total 11100 - Mountain West Checking					-40,559.62	38,287.48
<b>TOTAL</b>					<b>-40,559.62</b>	<b>38,287.48</b>

After review, I have determined that each payment listed on this report is correct as to payee and amount, and is for a proper and authorized purpose, except as otherwise explained below.

Exceptions: 1) None or 2) See below. (Circle One)

*W. King*

Signed

*Business Manager*

Title

Date

3/18/15