



Mountain Rides Transportation Authority Regular Board Meeting Agenda

12:30 Wednesday, January 21, 2015

Place:

Ketchum City Hall Council Chambers, 480 East Ave. N, Ketchum, ID 83340

Board Members: Chair Mark Gilbert (Sun Valley), Vice-chair Dave Patrie (Blaine County), Secretary Steve Wolper (at-large), Michael David (Ketchum), Susan McBryant (Hailey), Nils Ribi (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. Presentation

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

5. Action and Discussion items

a. Action item: (p.2-3)

Action on safety award program

b. Action item: (p.4-8)

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

c. Action item: (p.9-23)

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

d. Discussion item(p.24-33)

Discussion of draft of Strategic Work Plan for 2015, based on January 7th workshop

6. Staff reports

a. Dashboard performance reports for November 2014 (p.34-37)

b. Operations report (p.38)

c. Marketing and Outreach report (p.39)

d. Bike-Ped report (p.40)

e. Maintenance report (p.41)

f. Business Manager report (p.42)

g. Executive Director report (p.43)

7. Consent Calendar items

a. Approve minutes

(p.44-48) December 17 regular board meeting

b. Receive & File financials

(p.49-57) November 2014

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="01/21/2015"/>	<u>From:</u>	<input type="text" value="Jason Miller"/>
<u>Action Item:</u>	<input type="text" value="5a. Action on safety award program"/>		
<u>Committee Review:</u>	<input type="radio"/> yes <input checked="" type="radio"/> no	<u>Committee Purview:</u>	<input type="text" value="N/A"/>
<u>Previously discussed at board level:</u>	<input type="radio"/> yes <input checked="" type="radio"/> no		
<u>Recommended Motion:</u>	<input type="text" value="Adopt motion: Approve Safety Award Program as set forth in Exhibit A."/>		
<u>Fiscal Impact:</u>	<input type="text" value="\$2k of program is included in current budget, \$5k of program from excess"/>		
<u>Related Policy or Procedural Impact:</u>	<input type="text" value="Driver rule book and safety procedures"/>		
<u>Background:</u>	<div><p>When we were reviewed by the Washington State Insurance Pool in the fall of 2013, the need for an incentive based safety program was identified. They encouraged us to establish a program that included recognition and a small amount of compensation based on safety performance and positive results. Based on their knowledge of all the transit providers in the state of Washington, they found that individual recognition for consecutive years of safety annually plus company-wide recognition of hitting safety goals was most effective. Recognition plus a small amount of financial compensation was indicated to be the most common combination.</p><p>In January of 2014 at our safety banquet, we made a small step towards this type of program by giving out plaques and small safety awards (\$25-\$75 each) to those who had multiple years of safe operations. We also set a lofty goal at that time to have 0 at fault accidents for 2014, which we achieved! Given that we haven't had a year with 0 at fault accidents in the past 7 years, this is a major milestone. In addition to the individual awards that we will make at the January 31, 2015 banquet, I am recommending that we award safety bonuses to all employees who helped us hit our goal, per Exhibit A.</p></div>		



Exhibit A
SAFETY AWARD PROGRAM
January 2015

Awards for individual employees:

- For 3-6 years of safe operations: A certificate of appreciation and \$25 award, given at annual banquet
- For more than 6 years of safe operations: A plaque and a \$50 award, given at annual banquet
- Cost of this is included in existing budget

Company-wide award for those who operated safely within a year when we had zero at-fault accidents (2014 was such a year)

- For full-time employees: \$200 one-time award
- For seasonal employees (those who work both winter and summer season): \$150 one-time award
- For part-time employees (those who work only one season): \$100 one-time award
- Cost of this to recognize calendar year 2014 as a no-fault accident year will be \$5000 and will be paid out of the excess operating funds from FY2014, since lower claims resulted in more of an excess in operating funds

Mountain Rides Agenda Action Item Summary

<u>Date:</u>	<input type="text" value="01/21/2015"/>	<u>From:</u>	<input type="text" value="Jason Miller"/>
<u>Action Item:</u>	<input type="text" value="5b. Action on Easement and Use Agreement between Mountain Rides and Ketchum Urban Renewal Agency"/>		
<u>Committee Review:</u>	<input checked="" type="radio"/> yes <input type="radio"/> no	<u>Committee Purview:</u>	
<u>Previously discussed at board level:</u>	<input checked="" type="radio"/> yes <input type="radio"/> no		
<u>Recommended Motion:</u>	<input type="text" value="Adopt Motion: Authorize Executive Director to execute Easement and Use Agreement between Mountain Rides and Ketchum Urban Renewal Agency."/>		
<u>Fiscal Impact:</u>	<input type="text" value="nominal impact for utility usage, included in FY2015 budget"/>		
<u>Related Policy or Procedural Impact:</u>	<input type="text" value="5 year CIP that included Ketchum transportation hub project"/>		
<u>Background:</u>	<input type="text" value="Attached you will find the updated agreement for the transportation hub lease and use of the Visitor Center/Starbucks building at 490 E. Sun Valley Rd owned by the Ketchum Urban Renewal Agency. Mountain Rides will soon be bidding this project and needs to have the use of this property approved before construction can begin. The hub project includes passenger improvements to be incorporated into the KURA building and on KURA property."/> <input type="text" value="If approved, Mountain Rides will then present this agreement to the KURA at its February 17th meeting for approval."/>		

RECORDING REQUESTED BY AND WHEN
RECORDED MAIL TO:

Space above line for Recorder's use

**EASEMENT AND USE AGREEMENT BETWEEN MOUNTAIN RIDES AND
KETCHUM URBAN RENEWAL AGENCY**

THIS AGREEMENT (hereinafter the "Agreement") is made and entered February 17, 2015, by and between The Ketchum Urban Renewal Agency (hereinafter referred to as "URA") and the Mountain Rides Transportation Authority (hereinafter referred to as "Mountain Rides").

1) The URA is an urban renewal agency formed pursuant to Idaho Code § 50-2001, et seq. The URA is entitled to own property and enter into agreements relating to the use thereof.

2) The URA is the owner in fee simple of a parcel of property located in Ketchum, Idaho, which includes that property denoted as Bus Shelter Amenities locations as depicted on Exhibit A6 as the areas within the red boxes, attached hereto (the "Easement Parcel").

3) Mountain Rides is an Idaho Transportation Authority formed and existing pursuant to a Joint Powers Agreement.

4) Mountain Rides desires to place improvements known as Bus Shelter Amenities on the Easement Parcel. The improvements in these locations include covered waiting areas, benches, signage, and lighting.

5) The URA has consented to the plan for the construction of such improvements. As part of the construction of such improvements Mountain Rides will access and utilize electrical power from the building adjacent to the Easement Parcel for lights, heaters, and signage in the Easement Parcel. Mountain Rides shall reimburse the URA for the cost of such utility usage.

6) The URA hereby grants to Mountain Rides an exclusive easement over, across and through the Easement Parcel for the purposes and subject to the terms, covenants and conditions set forth below. The easement term shall initially be for ten (10) years from the date of this agreement. The easement term may be renewed for successive five (5) year terms upon properly authorized written notice from the URA to Mountain Rides.

7) Mountain Rides shall perform maintenance and upkeep for the Bus Shelter Amenities, including power washing the passenger waiting area 4x per year or as requested by the URA, removing graffiti within 48 hours from the time it is reported, replacing and repairing

any part of the additional structures added as part of this project (benches, trellis coverings, heater) that fall into substantial disrepair and periodic cleaning as reasonably necessary.

a. Mountain Rides shall pay incremental electric utility costs for only those items that are added as part of this project, which may include bus shelter heaters, shelter lighting and the digital information sign installed as part of the Bus Shelter Amenities on the Easement Parcel. This incremental cost will be calculated using utility billings and/or a sub-meter to be installed as part of the Bus Shelter Amenities and shall be paid by Mountain Rides to the URA on a quarterly basis.

b. Mountain Rides shall perform maintenance, updating and upkeep of all of the bus information signage (digital and static) and posts and/or mounts that hold the bus information signage.

c. Mountain Rides shall be responsible for snow removal and de-icing for the Easement Parcel as shown in Exhibit A6.

d. The URA acknowledges that such improvements shall be owned by Mountain Rides.

8) Governing Law. The validity, meaning and effect of this Agreement shall be determined in accordance with the laws of the State of Idaho applicable to agreements made and performed in that state.

9) Necessary Acts. Each party agrees to perform any further acts and execute any documents that may be reasonably necessary to effect the purpose of this Agreement.

10) Invalid Provisions. In the event that any provision of this Agreement is deemed to be invalid by reason of the operation of any law, or by reason of the interpretation placed thereon by any court or other governmental body, this Agreement shall be construed as not containing such provision and the invalidity of such provision shall not affect the validity of any other provision hereof, and any and all other provisions hereof which otherwise are lawful and valid shall remain in full force and effect.

11) Mountain Rides agrees to obtain and keep in force during its acts under this Agreement a comprehensive general liability insurance policy in the minimum amount of \$500,000 per occurrence.

12) Mountain Rides agrees to indemnify, defend, and hold harmless the City and its officers, agents, employees and City Council from and against all claims, losses, actions, or judgments for damages or injury to persons or property arising out of or in connection with the act and/or any performances or activities of Mountain Rides, its agents, employees, or representatives under this Agreement.

KETCHUM URBAN RENEWAL AGENCY

By: _____
Suzanne Frick, Executive Director

STATE OF IDAHO)
) ss.
County of Blaine)

On this ____ day of _____, 2014, before me, the undersigned, a Notary Public in and for said State, personally appeared Suzanne Frick, known or identified to me to be the person whose name is subscribed to the within instrument.

WITNESS my hand and seal the day and year in this certificate first above written.

Notary Public for Idaho
Residing at: _____, Idaho
Commission Expires: _____

MOUNTAIN RIDES TRANSPORTATION
AUTHORITY

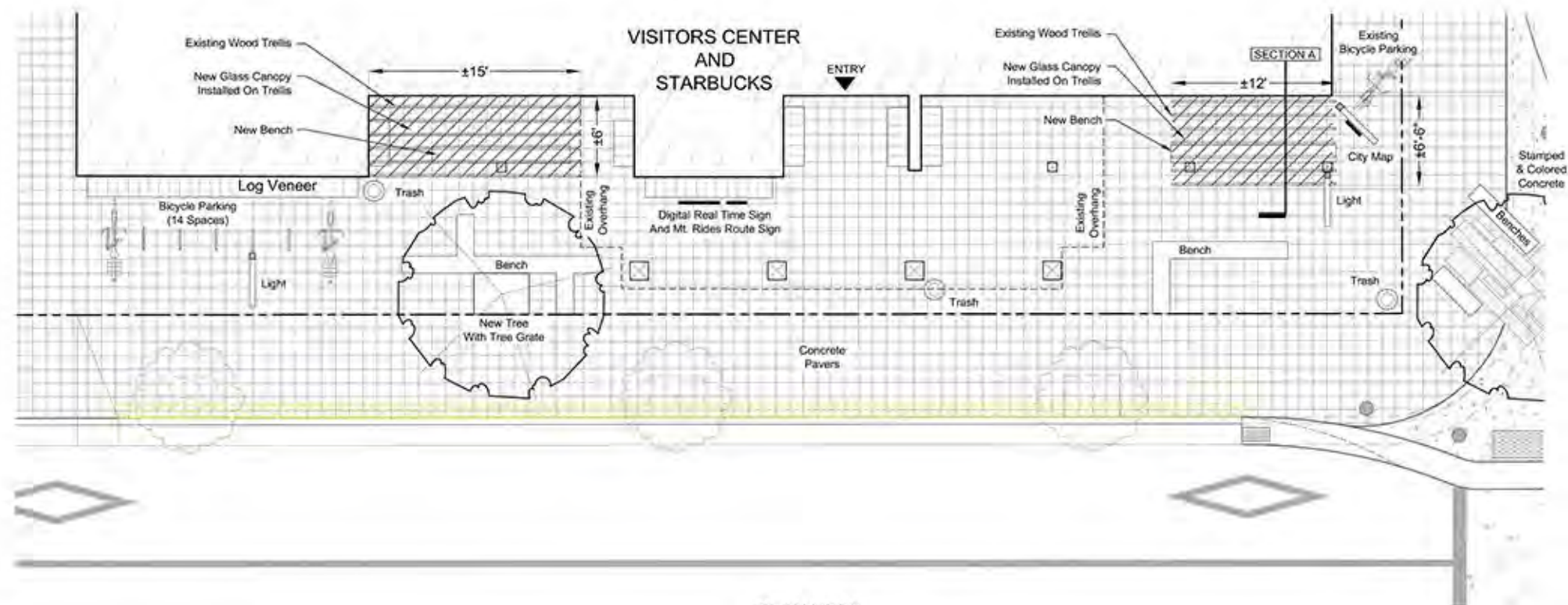
By: _____
Jason Miller, Executive Director

STATE OF IDAHO)
) ss.
County of Blaine)

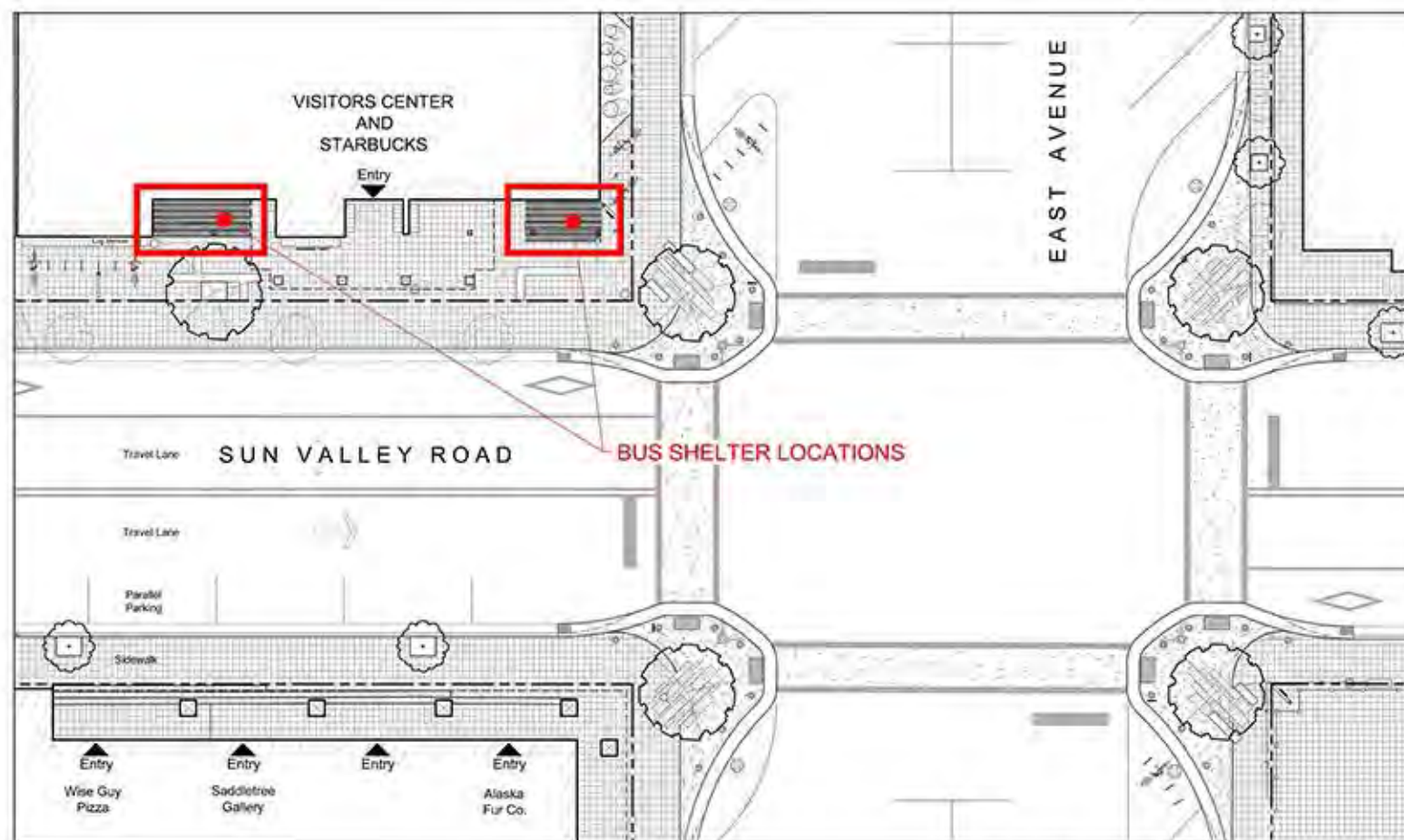
On this ____ day of August, 2014, before me, the undersigned, a Notary Public in and for said State, personally appeared Jason Miller, known or identified to me to be the person whose name is subscribed to the within instrument.

WITNESS my hand and seal the day and year in this certificate first above written.

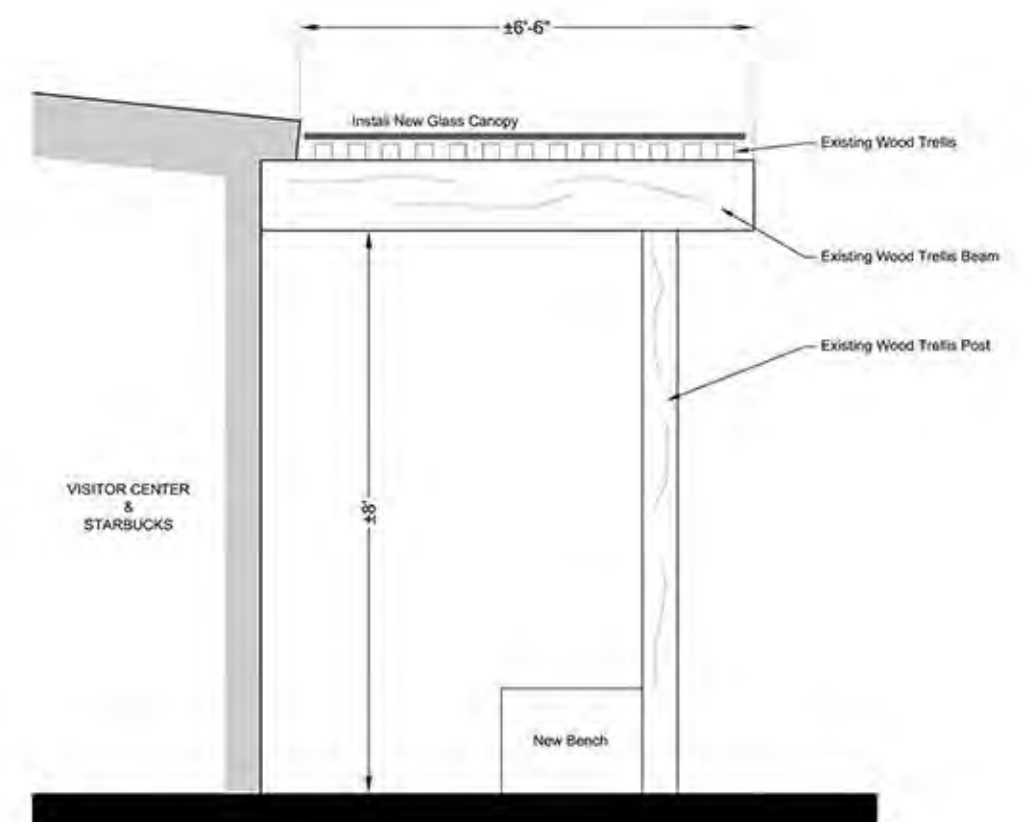
Notary Public for Idaho
Residing at: _____, Idaho
Commission Expires: _____



PLAN VIEW
Scale: 1/4" = 1' - 0"



LOCATION MAP



CROSS SECTION A
Scale: 1" = 1' - 0"

Mountain Rides Agenda Action Item Summary

<u>Date:</u>	<input type="text" value="01/21/2015"/>	<u>From:</u>	<input type="text" value="Jason Miller"/>
<u>Action Item:</u>	<input type="text" value="5c. Action on Resolution 01-2015 to receive two used 30' buses with remaining useful life from Utah Transit Authority"/>		
<u>Committee Review:</u>	<input type="radio"/> yes <input type="radio"/> no	<u>Committee Purview:</u>	
<u>Previously discussed at board level:</u>	<input checked="" type="radio"/> yes <input type="radio"/> no		
<u>Recommended Motion:</u>	<input type="text" value="Adopt Motion: Approve resolution 01-2015 to receive two used 30' buses with remaining useful life from Utah Transit Authority and authorize Executive Director to sign Bus Conveyance Agreement with UTA and manage any administrative details associated with this transfer."/> <div></div>		
<u>Fiscal Impact:</u>	<input type="text" value="Buses will need tires, which can be absorbed in existing tire budget"/>		
<u>Related Policy or Procedural Impact:</u>	<input type="text" value="5 year Capital Improvement Plan (allows MR to get rid of 1994 buses sooner)"/>		
<u>Background:</u>	<input type="text" value="Pocatello Regional Transit started working with Utah Transit Authority over a year and a half ago on the possibility of transferring some UTA buses that weren't being used to 3 Idaho transit agencies, including Mountain Rides. UTA has finally started the process on their end and now we must begin the process for Mountain Rides in order to receive the buses. Mountain Rides will receive two of these buses, which are 29' heavy duty buses that were manufactured by Optima and have drive-trains similar to our Gillig buses. These buses will allow us to get rid of 2 older buses that we have used as back-up buses, as well as giving us the ability to rotate the IC buses off route when they have mechanical issues. The first step is a board resolution, which is attached. I am asking for additional authority to deal with any administrative approvals that might be required in this process. Also attached is the request from UTA to make this transfer along with the Bus Conveyance Agreement."/> <div></div>		



MOUNTAIN RIDES TRANSPORTATION AUTHORITY
RESOLUTION 01-2015

A RESOLUTION OF THE BOARD OF MOUNTAIN RIDES TRANSPORTATION AUTHORITY (MOUNTAIN RIDES), PURSUANT TO FEDERAL TRANSIT ADMINISTRATION (FTA) CIRCULAR 5010.1D, DECLARING THAT THE TRANSFER OF BUSES FROM THE UTAH TRANSIT AUTHORITY (UTA) TO MOUNTAIN RIDES IS DESIRED AND IS IN THE PUBLIC INTEREST

BE IT RESOLVED BY THE BOARD OF MOUNTAIN RIDES TRANSPORTATION AUTHORITY OF BLAINE COUNTY, IDAHO:

1. Mountain Rides Transportation Authority ("Mountain Rides") is a political subdivision of the State of Idaho, created under the terms of a joint powers agreement for the purpose of operating a County-wide public transportation authority.
2. Mountain Rides is a qualified recipient of FTA funding and is considered eligible to receive grantee to grantee transfers of buses. Mountain Rides works with the Region 10 FTA office.
3. UTA wishes to transfer the following buses to Mountain Rides. The buses have remaining federal interest as shown.

UTA VEHICLE #	MAKE/MODEL	VIN	REMAINING FED SHARE BASED ON MILEAGE	REMAINING FED SHARE BASED ON YEARS
05001	Optima Opus		\$112,804.83	\$15,751.11
05002	Optima Opus		\$105,113.52	\$15,751.11

4. Mountain Rides has not had adequate capital funding resources and does not have enough equipment to properly operate public transportation services during peak times. Additional buses are needed for revenue service to help alleviate peak demand pressures. These additional buses would allow for two 1994 buses to be disposed of and would allow some relief for buses that have high mileage and need to be rotated in and out of service more regularly.
5. Mountain Rides will maintain the transferred buses in accordance and compliance with FTA requirements.
6. Mountain Rides will include the transferred buses in its equipment inventory records.
7. The Mountain Rides' Board authorizes its Executive Director to execute and/or complete any documents necessary to complete this transfer in a timely manner.

Regularly passed, approved and adopted by the Board of Mountain Rides this 21st day of January 2015.

MOUNTAIN RIDES TRANSPORTATION AUTHORITY
BLAINE COUNTY, IDAHO

MARK GILBERT, CHAIR



669 West 200 South
Salt Lake City, UT 84101

December 2, 2014

Linda Gehrke
Regional Administrator
Federal Transit Administration, Region VIII
12300 West Dakota Avenue, Suite 310
Lakewood, CO 80228-2583

RE: Proposed Transfer of Ten (10) *Optima* Buses

Dear Ms. Gehrke:

In 2012, UTA informed FTA of our interest in transferring 20 Optima buses, potentially to another grantee. At that time, FTA instructed UTA to identify and document prospective grantees that may have interest. Working with the bus manufacturer, as well as the Bus Fleet Management working group, UTA advertised and provided technical specifications for review. We received several requests for additional information, but at that time, no other transit agency expressed interest in the buses.

In 2013, pursuant to further discussion with FTA and subsequent concurrence, UTA entered into a leasing arrangement with the University of Utah for 10 of the Optima buses. The University of Utah provides a free campus service throughout main campus, the University Medical Center, and Research Park, with stops connecting to the UTA TRAX station stops. The 10 Optima buses are currently supporting this shuttle service, and, accordingly, facilitating and supporting access to UTA transit service.

Recently, UTA was contacted by Pocatello Regional Transit (PRT) in Pocatello, Idaho, regarding the UTA Optima buses. PRT, together with Targhee Regional Public Transportation Authority (TRPTA), in Idaho Falls, Idaho, and Mountain Rides Transportation Authority (MRTA) in Ketchum, Idaho, have indicated they are collectively interested in obtaining the remaining 10 Optima buses to use in their respective service. The buses were purchased with grant funds pursuant to grant number UT-03-0046.

Pursuant to FTA Circular 5010.1D, please note the following:

- The Optima buses are 29-foot buses, and given UTA's current route configurations and ridership, these buses have less-than-optimal seating for current demand.
- The Optima buses have proven to be expensive to maintain, and coupled with the difficulty in identifying appropriate routes, means that the buses are often underutilized.

Linda Gehrke
Federal Transit Administration – Region VIII
December 2, 2014
Page 2

- The remaining federal interest in the Optima buses will be transferred to PRT (4 buses), TRPTA (4 buses) and MRTA (2 buses).
- Each of the three Idaho transit agencies will use the buses to provide service to the citizens in their district, and will provide service with each of the buses throughout the remainder of their useful life.
- No additional FTA funds will be used by any of PRT, TRPTA, or MRTA to acquire the buses from UTA.

We are now requesting FTA's concurrence with the proposed plan to transfer four (4) 29-foot *Optima* buses to PRT, four (4) 29-foot *Optima* buses to TRPTA, and two (2) 29-foot *Optima* buses to MRTA, each pursuant to a Vehicle Transfer Agreement (see Attachment for model and vehicle numbers of the vehicles). Also attached are draft copies of each of the Agreements, and printouts of relevant Rolling Stock Status Reports for the vehicles to be transferred to each of the three agencies.

Each of the Idaho transit districts and UTA are eager to conclude this transfer. If additional information is required, please contact me at your earliest convenience.

We appreciate FTA's assistance in this matter.

Sincerely,



W. Steve Meyer, P.E.
Chief Capital Development Officer

cc: Melanie Choquette
Lorin Simpson
Rulon Chappell

Attachments



669 West 200 South
Salt Lake City, UT 84101

ATTACHMENT

Vehicles Proposed for Transfer to Pocatello Regional Transit

Vehicle No.	Make	Model	Year
05001	Optima	Opus	2005
05002	Optima	Opus	2005
05005	Optima	Opus	2005
05008	Optima	Opus	2005

Vehicles Proposed for Transfer to Targhee Regional Transportation Authority

Vehicle No.	Make	Model	Year
05009	Optima	Opus	2005
05010	Optima	Opus	2005
05011	Optima	Opus	2005
05012	Optima	Opus	2005

Vehicles Proposed for Transfer to Mountain Rides Transportation Authority

Vehicle No.	Make	Model	Year
05013	Optima	Opus	2005
05019	Optima	Opus	2005

Pocatello

0.00

ROLLING STOCK STATUS REPORT
UTAH TRANSIT AUTHORITY
Mountain Rides Trans.

[illegible]

0.00

528,414.52

#DIV/0!

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0.00

ROLLING STOCK STATUS REPORT
UTAH TRANSIT AUTHORITY
Targhee Regional Public Trans

[illegible]

BUS CONVEYANCE AGREEMENT

THIS BUS CONVEYANCE AGREEMENT ("Agreement") is made and entered into this ____ day of _____, 2014, by and between Utah Transit Authority, a public transit district organized under the laws of the State of Utah (hereinafter called "UTA" or "Seller"), and Mountain Rides Transportation Authority, a _____ of the State of Idaho (hereinafter called "MRTA" or "Purchaser").

WHEREAS, MRTA is a public transit district established pursuant to Idaho law, owning and operating a public transit system; and

WHEREAS, UTA has two (2) 29-foot Optima 2005 buses that are not optimal for UTA's current service routes and demand (the "Optima Buses"); and

WHEREAS, MRTA has affirmed that it can use the Optima Buses to promote and provide public transit within its district boundaries; and

WHEREAS, the parties hereto are desirous of entering into this Agreement whereby UTA agrees to convey to MRTA and MRTA agrees to accept from UTA the Optima Buses.

NOW, THEREFORE, for and in consideration of the recitals, and the mutual promises, covenants and conditions set forth in this Agreement, the parties hereby agree as follows:

1. Conveyance of the Optima Buses. Subject to the terms and conditions of this Agreement, Seller agrees to sell, and Purchaser agrees to purchase, the Optima Buses (more fully described in Exhibit "A," attached hereto and by this reference made a part hereof).

2. Transfer of Title. UTA agrees to transfer title, relinquish possession, and deliver the Optima Buses to MRTA at the UTA facility located in Salt Lake City, Utah, on or about _____, 2014; provided, however, that the Parties have obtained the written concurrence of the Federal Transit Administration (FTA) to the conveyance and transfer. MRTA shall be solely responsible for, and shall bear all costs and expenses arising out of or related to, the conveyance, transfer of title, and transportation of the Optima Buses from the UTA facility. MRTA shall have adequate insurance in place prior to taking possession of the Optima Buses, and shall provide satisfactory evidence of such insurance to UTA prior to taking possession.

3. Federal Interest in Optima Buses. The original purchase of the Optima Buses was funded by FTA Grant No. UT-03-0046. The Optima Buses each have a service life of ten (10) years, or 350,000 miles. UTA and MRTA acknowledge that the FTA has a continuing interest in the Optima Buses. UTA is willing to transfer and convey its ownership interest in each of the Optima Buses to MRTA, upon receipt of FTA's written concurrence, and as otherwise in compliance with FTA Circulars 5010.1D, 9300.1B, any other FTA requirements, and all other

applicable law, rules and regulations. MRTA agrees that it will include the Optima Buses in its next grant application and take all actions appropriate or required by FTA so as to fully and completely establish transfer of ownership and responsibility for the Optima Buses, and the release of UTA from any liability or responsibility for the Optima Buses.

4. Acceptance of Optima Buses; As-Is Condition. MRTA acknowledges that with the execution of this Agreement, it accepts responsibility for the continuing maintenance and control of the Optima Buses, in accordance with FTA requirements and otherwise. MRTA further represents that the Optima Buses are needed for revenue service, and that MRTA will include the Optima Buses on its equipment inventory records. MRTA acknowledges and agrees that UTA will convey the Optima Buses "as is", and that no representations are made as to the maintenance, design, safety, or condition of the Optima Buses or any of the equipment, tires, or other components. No warranties are made, of any kind or nature, whether express or implied, including but not limited to any warranty with respect to maintenance, design, condition, or fitness for a particular purpose of the Optima Buses, or their quality or capacity, or their conformity to or compliance with any requirements or laws at any level, or any rule, specification or contract pertaining to the Optima Buses. Further, no warranties are made regarding any intellectual property relating to the Optima Buses, nor any latent defects. MRTA's acceptance of the Optima Buses pursuant hereto is full acknowledgement that MRTA has performed (or waived) a detailed inspection of the Optima Buses, and accepts the same in their as-is condition. MRTA further acknowledges and agrees that no representations or warranties have been made, whether oral or written, concerning the condition or design of the Optima Buses, and that MRTA has not relied on any statements or representations made by UTA, or any representative or agent of UTA or of MRTA, regarding the Optima Buses or any equipment or other components that may or may not be a part of the Optima Buses. MRTA agrees that it will inspect the Optima Buses prior to use in revenue service, and satisfy itself as to the safety and operability of the same.

5. Tires. MRTA acknowledges that the tires on each of the Optima Buses are leased by UTA from _____. As part of the transaction hereunder, MRTA agrees to purchase the tires on the vehicles, at UTA's direct purchase cost. The current direct purchase cost for the tires is \$_____ per bus, for a total amount of \$_____. Such amount is due and payable to UTA upon receipt of the Optima Buses.

6. No Warranty. MRTA acknowledges that UTA is not the manufacturer of the Optima Buses, or any related equipment or components. Further, UTA is not an agent of the manufacturer, and does not warrant the Optima Buses against any defects in material, workmanship, or maintenance. No oral or written statement, representation or information from or by UTA or MRTA shall create a warranty of any kind, and MRTA expressly acknowledges that it is not entitled to rely on any such oral or written statement if given. MRTA expressly agrees that UTA has no duty to MRTA or to any other agency or entity, to any employees or passengers of MRTA, or member of the general public or other related or unrelated party to correct any defect or dangerous condition, or to give notice of any such defect or condition.

NO WARRANTIES, WHETHER EXPRESS OR IMPLIED, ARE GIVEN OR GRANTED REGARDING THE OPTIMA BUSES. ALL WARRANTIES OF MERCHANTABILITY OR FITNESS FOR ANY PURPOSE ARE EXPRESSLY

EXCLUDED AND DISCLAIMED. UTA SHALL NOT BE LIABLE FOR ANY GENERAL, SPECIAL, DIRECT OR INDIRECT DAMAGES, INCLUDING BUT NOT LIMITED TO, LOST PROFITS OR OTHER CONSEQUENTIAL OR INCIDENTAL DAMAGES ARISING OUT OF THIS AGREEMENT AND/OR MRTA'S USE AND OPERATION OF THE OPTIMA BUSES. UTA SHALL NOT BE LIABLE FOR ANY CLAIM FOR DAMAGES, INCLUDING BUT NOT LIMITED TO, PERSONAL INJURY, TORT, NEGLIGENCE, MISREPRESENTATION, STRICT LIABILITY, OR BREACH OF AN IMPLIED OR EXPRESS WARRANTY.

7. Indemnification. To the extent permitted by law, MRTA agrees to indemnify, defend and hold harmless UTA from and against any and all suits, actions, damages, liabilities, costs and expenses of any kind or nature, including attorneys' fees, arising out of or related in any way to MRTA's acquisition, inspection, ownership, maintenance, possession, use or operation of the Optima Buses. The indemnification obligations of this paragraph 6 shall survive the expiration or termination of this Agreement, and shall remain in effect and continue for so long as MRTA or any other agency or entity owns, possesses, uses, maintains, or has an interest in the Optima Buses.

8. No Agency Relationship; No Third Party Beneficiaries. Pursuant to the terms of this Agreement, UTA will transfer the Optima Buses to MRTA in accordance with FTA Circular 5010.1D and other applicable laws, rules and regulations. UTA is merely a transferor of the Optima Buses. Nothing contained in this Agreement or the transaction contemplated hereby shall be deemed to or shall create an agency relationship between UTA and MRTA. This Agreement creates no rights or benefits for any party other than UTA and MRTA, and no right, interest, claim, or benefit shall be created in any other party by reason hereof or pursuant hereto. Further, UTA is a governmental entity under the Governmental Immunity Act of Utah, *Utah Code Ann.* § 63G-7-101, *et seq.* UTA does not waive any third-party defenses otherwise available under the Act.

9. Notices. Any notice to be given pursuant to this Agreement shall be in writing, and sent by U.S. Mail or nationally-recognized delivery service, addressed as follows:

To UTA:

Utah Transit Authority
Attn: Rulon Chappell
669 West 200 South
Salt Lake City, UT 84101

With a copy to:

Utah Transit Authority
Office of General Counsel
669 West 200 South
Salt Lake City, UT 84101

To MRTA:

Mountain Rides Transportation Authority

10. Further Assurances. The parties covenant and agree that, subsequent to the execution hereof and conveyance of the Vehicle, and without any further consideration, each party will execute and deliver any further legal instruments and perform any acts which are or may become reasonably necessary to effectuate the purpose of this Agreement.

11. Miscellaneous. This Agreement is and shall be governed by the laws of the State of Utah. Venue for any legal action shall be within Salt Lake County, State of Utah. No amendment or waiver of any right of obligation in this Agreement shall be effective unless in writing, signed by both parties hereto. This Agreement embodies the entire agreement between the parties and supersedes all prior agreements and understandings, if any relating to the matters addressed herein, and may be amended or supplemented only by a written instrument executed by the party against whom enforcement is sought. This Agreement shall be binding upon and inure to the benefit of the executing parties and their respective successors and approved assigns. In the event one or more of the provisions contained in this Agreement shall, for any reason, be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision hereof and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein. This Agreement may be executed in counterpart, each of which when so executed shall be deemed to be an original, and in each case the counterparts together shall constitute but one and the same instrument.

12. Federal Transit Administration Requirements. The Federal Transit Administration (FTA) requirements set forth in Exhibit "B" are hereby incorporated into and made a part of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement in multiple originals. This Agreement is effective on the date both parties' authorized representatives have signed this Agreement.

UTAH TRANSIT AUTHORITY

Date: _____

By: _____

Printed Name: _____

Title: _____

By: _____

Printed Name: _____

Title: _____

Approved as to Form:

UTA Legal Counsel

**MOUNTAIN RIDES
TRANSPORTATION AUTHORITY**

Date: _____

By: _____

Printed Name: _____

Title: _____

APPROVED AS TO FORM:

MRTA Legal Counsel

EXHIBIT A

Description of Optima Buses

Vehicle No.	Make	Model	Year
05013	Optima	Opus	2005
05019	Optima	Opus	2005

EXHIBIT B

Federal Clauses

MRTA agrees to comply with 49 U.S.C. 5323(d) and 49 CFR Part 604, which provides that recipients and subrecipients of FTA assistance are prohibited from providing charter service using federally funded equipment or facilities if there is at least one private charter operator willing and able to provide the service, except under one of the exceptions at 49 CFR 604.9. Any charter service provided under one of the exceptions must be “incidental,” i.e., it must not interfere with or detract from the provision of mass transportation.

Mountain Rides Agenda Discussion Item Summary

Date:

From:

Discussion Item:

Committee Review: ☐ yes ☒ no Committee Purview:

Fiscal Impact:

Related Policy or Procedural Impact:

Background:



Strategic Work Plan for 2015

Draft – January 15, 2015

Overview

Mountain Rides is coming off a year filled with much success including:

- ✓ Record ridership of over 500,000 one-way trips in calendar year 2014 (a first in the history of public transportation in Blaine County)
- ✓ Our safest year in the past 6 years with no at-fault accidents and very limited incidents
- ✓ Very stable, conscientious and experienced staff
- ✓ Receipt of all approvals and entitlements allowing two key capital projects, the Ketchum transportation hub and the Bellevue south valley facility, to move forward
- ✓ Receipt of two leadership awards from the Community Transportation Association of Idaho
- ✓ Launch of a fresh new brand for Mountain Rides
- ✓ Coordination of the development of regional bike and pedestrian master plan, resoundingly supported and applauded by all Wood River Valley governments and stakeholders

In order to move forward successfully into 2015, Mountain Rides must continue to be looking ahead, planning for the future and executing on its plans. Each year Mountain Rides looks at what it must accomplish in order to fulfill its overarching vision, which is to be the sustainable transportation backbone of Blaine County and adjacent communities in order to improve the livability and attractiveness of the region.

On January 7, 2015, the Mountain Rides board of directors met to discuss the upcoming year and what it hopes to accomplish. This discussion was lively and varied, but four main themes were apparent including:

- Complete the hub and the south valley facility, even if they are reduced in scope to meet budget constraints
- Continue to focus on fundamentals of safety, customer service and high quality operations
- Plan for the future in terms of funding opportunities and challenges and the associated service impacts
- Be a partner that stands ready to help solve transportation challenges in the community

These broad themes were then discussed in more detail, according to strategic priorities for the coming year. These strategic priorities are listed in priority order with a detail of what exactly the priority entails, what actions are necessary to accomplish the goals and the overall timeframe for accomplishment.

Strategic Priorities

Strategic priority #1 – Complete major capital projects

2015 will see the completion of two major capital projects – the south valley facility and the downtown Ketchum transportation hub. These are high priority projects that will define Mountain Rides operations for many years to come and are the highest priority for the coming year. This strategic priority carries over from the 2014 priorities and will take significant concentrated effort on behalf of board and staff to complete before the end of 2015.

These projects are both heading towards a spring construction start, so organizational resources will be stretched between now and April to ensure that the projects get in the ground. Here is a look at major milestones by month for each project:

For the hub:

- ☐ Jan 2015 – using the knowledge gained from the unsuccessful hub bid in August, bid drawings and documentation will be updated with the project broken into different bid alternatives to give us a better chance of meeting our budget. The full board will receive an update on the bid development at its regular board meeting. Design team will be working on all updates to bid package with support from Mountain Rides' staff.
- ☐ Feb 2015 – construction bid package will be released at the Feb 4 special board meeting. Staff will respond to any bidder questions or clarifications in conjunction with design team.
- ☐ March 2015 – bids will be due on March 4th. Finance and Performance committee will do initial review and make recommendation to full board. Full board will award bid at its March 18th meeting.
- ☐ April 2015 – construction will start on April 15th.
- ☐ May 2015 – construction will be underway. Mechanism for handling change orders must be in place. Coordination with the City of Ketchum will also be critical during this time.
- ☐ June 2015 – construction will be complete on June 20th, ahead of the busiest summer weekends. Ribbon cutting and celebration.
- ☐ July 2015 – as part of budgeting and service planning process, Mountain Rides route operations should be adjusted to best utilize the hub going forward.

For the south valley facility:

- ☐ Jan 2015 – bid drawings and documentation will be created with a focus on developing a project that will meet budget.

- ☐ Feb 2015 – the planning and marketing committee will look at a draft of the construction documents and the finance and performance committee will look at the project budget. The design team will update the documents based on feedback received.
- ☐ March 2015 – construction bid package will be released at the March 4th special board meeting. Staff will respond to any bidder questions or clarifications in conjunction with design team.
- ☐ April 2015 – bids will be due on April 1st. Finance and Performance committee will do initial review and make recommendation to full board. Full board will award bid at its April 15th board meeting.
- ☐ May 2015 – construction start
- ☐ June –Nov 2015 – construction in full swing with 180 day construction period. Mechanism for handling change orders must be in place.
- ☐ Dec 2015 – Mountain Rides will move in and start operating out of the new facility. Ribbon cutting and celebration.

The tracking and completion of these projects is of the highest priority and work associated with completing these projects will take precedence over all other priorities.

Strategic priority #2 – Complete a 5 year business development plan

Mountain Rides has been operating without a business development plan for the past few years and needs a defined direction for growth, funding and capital projects in the coming years. A clear 5 year business plan would provide the roadmap for Mountain Rides that shows all of our funding partners, as well as the community at large, our assumptions about revenue, expenses, service levels, programming and staffing over the coming 5 years.

When Mountain Rides was formed in 2007, there was a clear 5 year plan that set the course for growth and development of the organization. Mountain Rides followed this plan as it merged all the different transportation organizations into one and executed a host of initiatives that strengthened and grew the organization. By 2012 all of the ideas in that original plan were fully realized. Since 2012, Mountain Rides hasn't had a fully expressed plan for where the organization hopes to go over the coming 5 years. Developing and adopting this plan will fill this gap and give us something for which to reach.

The plan will be informed by and encompass parts of many existing planning efforts including:

- 5 year Capital Improvement Plan
- Annual budget process
- Annual service plan
- Annual Marketing and Communications Plan

The timing for the development of this plan will be:

- ☐ Feb 2015 – outline of plan components presented and reviewed at planning and marketing committee meeting

- ☐ April 2015 – financial assumptions and components will be reviewed at finance and performance committee meeting
- ☐ May 2015 – first rough draft to be reviewed at planning and marketing committee meeting
- ☐ June 2015 – draft plan will be presented at special board meeting
- ☐ July 2015 – plan presented and adopted at regular board meeting
- ☐ September 2015 –service plan aspects of the business plan incorporated into design of new schedule

Strategic priority #3 – Continue to develop funding with planning for any changes in federal funding; evaluate opportunities for dedicated local option tax (LOT)

The board discussed the need to continuously adapt to funding uncertainties, especially the potential decrease in federal funding. The board also decided that Mountain Rides must revive the effort to explore more dedicated local funding through the LOT. If Mountain Rides could receive a fixed percentage of local option funding from the partners that have it, we could better plan and predict local funding. If LOT funding were to improve in the coming years, Mountain Rides could re-establish bus service that was cut in the past few years and could also look to expand services.

In order to carry out this strategic priority, there are several different action items that must be accomplished including:

- Creation and adoption of a contingency plan that defines how and where Mountain Rides would cut service in the case of lower than expected funding
- Begin conversations with the funding partners about how a dedicated percentage of LOT could work for funding public transportation in Blaine County
- Stay involved at state level in conversations about how federal money is allocated and awarded under an updated application process

This approach to increasing LOT funding will require considerable research and very careful thought so as to protect the current LOT funding that Mountain Rides receives. The work at a state level regarding changes to how federal funding is awarded and allocated will involve attendance and involvement at various state level meetings including the Public Transportation Advisory Committee meetings, the task force on mobility management, as well as quarterly meetings of the District 4 Coordination Council.

The outline of major tasks:

- ☐ Jan 2015 – begin work at a staff level on a contingency plan. Executive Director will attend the state task force meeting at ITD on mobility management, where potential changes to provider funding will be discussed.
- ☐ Feb 2015 – review the first draft of the contingency plan at the special board meeting. Executive Director will attend the last of the mobility management task force meetings. Outcomes from that meeting will move to the PTAC for review and consideration.
- ☐ March 2015 – adopt the contingency plan at the special board meeting on March 4th.

- ☐ March 2015 – evaluate our options for increasing LOT funding during the joint committee meeting and set a direction
- ☐ April – May 2015 – research possible avenues for the LOT dedicated funding percentage effort and develop alternatives. In conjunction with this research will be discussions with elected officials on how this dedicated LOT for public transportation could work and best be presented. Present results to Finance and Performance committee at the May meeting.
- ☐ June 2015 – present dedicated LOT plan to the full board for adoption at the June regular board meeting.
- ☐ July – Oct 2015 – work with local funding partners on support for a fixed percentage goal for LOT for public transportation going forward.

Strategic priority #4 – Evaluate employee compensation package and make adjustments as soon as possible

The last salary survey was completed in 2008/2009 and needs to be updated and reviewed. Mountain Rides has not had a significant change in its compensation or benefits package since the 2008-2009 salary survey. As a result, we are starting to lose employees to better employment opportunities, and long-time employees are finding themselves with limited opportunities for wage increases.

In order to remain a competitive and attractive workplace for existing and new employees, Mountain Rides needs to carry out a survey of pay rates for comparable positions within organizations that could be considered peers, namely our local municipal funding partners, other resort transit agencies and other large Idaho agencies. In addition to pay rates, Mountain Rides must look at its complete benefits package to see how things like health insurance, paid time off, retirement and other employee benefits compare.

Since we have a template from the previous salary survey and contacts within the industry, Mountain Rides can carry out this work on its own without having to hire a consultant. This effort will take considerable research time to complete but isn't overly complex work. This effort will be carried out with support and direction from the Finance and Performance Committee and should be completed in time to incorporate into Mountain Rides' FY2016 budget.

Major work for this priority includes:

- ☐ Feb 2015 – methodology for collecting and comparing wage and benefit information will be reviewed at Finance and Performance committee meeting
- ☐ March 2015 – staff roundtable on pay and benefits to understand what is most important to cross section of employees
- ☐ April - May 2015 – research and data collection will be carried out
- ☐ June 2015 – preliminary results and recommendations will be presented to the Finance and Performance Committee meeting. Updates and additional research will be done based on committee input.

- ☐ July 2015 – draft of salary survey results will be presented to the full board at the special board meeting.
- ☐ August 2015 – final salary survey and resulting update to compensation and benefits package will be completed and adopted at the August special board meeting
- ☐ September 2015 – at the regular September board meeting, the updated pay chart and benefit costs will be adopted as part of the adoption of the Mountain Rides' FY2016 budget. Implementation at the start of FY2016.

Strategic priority #5 – Start conversations on airport service and Galena service; be a partner ready to help

The board discussed the community transportation needs that exist outside of the current services provided by Mountain Rides, most notably direct service connecting Friedman airport with Ketchum-Sun Valley and service for the highway corridor extending north of Ketchum to Galena Lodge to serve the winter and summer recreation demands to various trailhead destinations.

The board agreed that Mountain Rides should be involved in these conversations in the community about transportation challenges for airport service and Galena. Mountain Rides may not be the ultimate solution to these challenges, but we should be ready to define how we could help and what would be involved to start a new service. By investigating these options, Mountain Rides is staying true to its mission, vision and goals of being a comprehensive transportation resource for Blaine County.

This priority shouldn't involve a lot of work trying to proactively develop solutions. Mountain Rides should simply stay engaged on these issues and make sure that relevant stakeholders understand that Mountain Rides is available to evaluate how public transportation may be part of the solution, if given the resources. For the coming year, the timeline and tasks for this priority include:

- ☐ April 2015 – Mountain Rides will attend a Fly Sun Valley Alliance board meeting to introduce the possibility of an express route to/from the airport.
- ☐ May 2015 – Mountain Rides will sit down with BCRD and the Sawtooth National Recreation Area, and possibly ITD, to understand the needs and possibilities for Galena bus service during peak times.
- ☐ June 2015 – staff will report to the board at regular board meeting as to the status of the discussions about these services.
- ☐ August 2015 – if requested, costs will be developed for potential new service in 2016 that can be presented to specific stakeholders who may be able to fund the startup of service.
- ☐ Sept – Oct 2015 – if any new service has funding identified, the service will be developed as part of the FY2016 service planning process. Implementation of any potential airport or Galena service will depend on funding for both operations and capital equipment.

Strategic priority #6 – Incorporate opportunities for service improvements into the annual budgeting and service planning process

This priority represents a continual focus on strong, existing fundamentals that are already in place to allow Mountain Rides to improve. Being focused on improvements to operations and service planning must continue to define Mountain Rides, regardless of whether funding is increasing or decreasing.

Mountain Rides will continue to use the spring and fall schedule updates as opportunities to incrementally improve existing services by evaluating the need for route changes, schedule tweaks, service cuts and/or service enhancements. In short, Mountain Rides must continue to stay nimble and adapt to shifting demographics, ridership patterns, funding and community needs.

Going forward, Mountain Rides will look at the following:

- ☐ March 2015 - evaluate night owl service performance and look at options for incorporating better night service into future schedules and budget requests.
- ☐ April 2015 – present service plan adjustments that will need to be in place once the hub is in operation to Planning and Marketing Committee at its April meeting.
- ☐ May 2015 - determine what the budget will allow in terms of a 2015 summer season start and if a later summer start still has to be included in the summer-fall schedule. Staff will also look at incremental improvements to existing services that maximizes funding for community benefit and ridership opportunities.
- ☐ June – Sept 2015 – work on service plan opportunities in conjunction with budget development and budget requests to funding partners. Involvement will be required for both committees and the full board throughout the process.
- ☐ Oct 2015 – adopt the FY2016 service plan that optimizes funding, takes advantage of opportunities and reflects newly constructed facilities (all routes will benefit from the Ketchum hub and the south valley facility).
- ☐ Nov 2015 – implement FY2016 service plan.

Strategic priority #7 – Continue to work on fundamentals in all areas and departments

The board wants to keep Mountain Rides firing on all cylinders in all areas of its day to day functions. With so much success in 2014, Mountain Rides must continue to stay focused on the fundamentals of safe, high quality, customer-focused services and programs that meet the community needs in 2015. The other priorities in this strategic work plan will take much focus and concentrated effort, but the day to day running of a strong organization must continue to take precedence, especially for those staff with existing, heavy workloads that are required to keep Mountain Rides running.

This strategic priority is really about incremental progress that should continue to be made in all areas of Mountain Rides. Most of these efforts are already underway and some are included in other Mountain Rides' planning documents.

This is a laundry list of some of the items that were identified during the strategic workshop that represent continued execution of fundamentals:

- Capital Improvement Plan – add a CIP project for improving bus stop signage system-wide.
- New brand – continue to roll out the new brand as quickly as budget and resources will allow.
- Technology projects – research possibility for an app; look at installing additional real-time next bus information signage at key stops; look at opportunities for electronic fareboxes and refillable bus passes.
- Renew Joint Powers Agreement – the document that makes Mountain Rides an entity will expire in October of 2015, so it must be renewed by all the existing JPA partners well ahead of October 2015 to allow for organizational continuity.
- Finish items identified in audits – continue to add and improve policies/procedures like Passenger Code of Conduct, Investment policy, boarding and alighting (bus stop standards) and safety standards.

Apart from the renewal of the JPA, which must happen before October 2015, this list will not be tied to specific timeframes and will instead be spread across the year, as time allows. With a high level of baseline, day-to-day work for a very small staff, combined with all the other strategic priorities, there is a very limited amount of time for completing all that has been identified in this document. Given that reality, Mountain Rides must remain flexible and opportunistic on the lower priority items that don't have a strict timeframe.

Vision, Mission, and Goals

All of the priorities for 2015 are related to our vision, mission and goals. This year, the group didn't discuss the vision, mission and goals because it was felt that the current ones are serving us well. As a reminder the vision, mission and goals are stated here.

The stated vision of Mountain Rides is:

To be the sustainable transportation backbone of Blaine County and adjacent communities in order to improve the livability and attractiveness of the region.

The central purpose and role of Mountain Rides is to:

Manage transportation demand by providing access and mobility to those who live, work, or visit Blaine County with public transportation service alternatives to the single occupancy vehicle that are environmentally sustainable, energy efficient, attractive, safe, convenient, reliable, and cost-effective.

The business goals of Mountain Rides are:

1. Provide and advocate for transportation solutions in Blaine County that reduce the number of single occupancy vehicle trips.
2. Maintain and develop sources of short and long term, sustainable funding support.
3. Provide transportation solutions that are cost effective.

4. Promote knowledge and increase awareness of transportation issues and the impact of transportation choices.
5. Promote regional cooperation on transportation issues in order to help fulfill all of Mountain Rides' other goals.

2015 Success Factors

In order to execute for 2015, Board and staff discussed what is needed to support the activities of Mountain Rides. It was agreed that, by and large, Mountain Rides structure is well suited for the work ahead in 2014. In particular, it was agreed that it is important to:

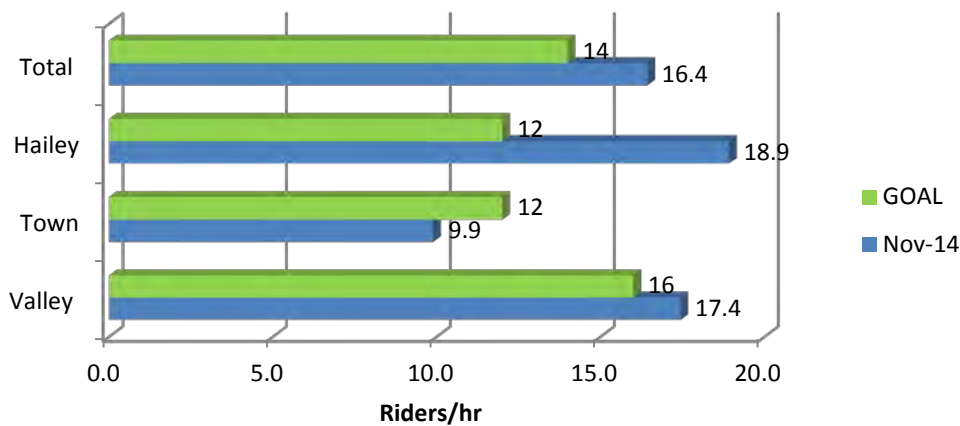
- Continue to communicate to the community and to our funding partners the relevance and importance of Mountain Rides
- Follow the Marketing and Communications plan and implementing the strategies will help grow support and ridership, even as service is flat or declining
- Communicate effectively internally so that we can all be aware of what Mountain Rides is doing, what direction we are heading and how all the pieces fit together
- Keep capital equipment needs in mind and continue strong capital asset planning

Conclusion

With clear priorities for 2015 and solid execution, Mountain Rides will continue to operate a best in class organization that is a model for regional, multi-modal transportation organizations in rural resort areas.

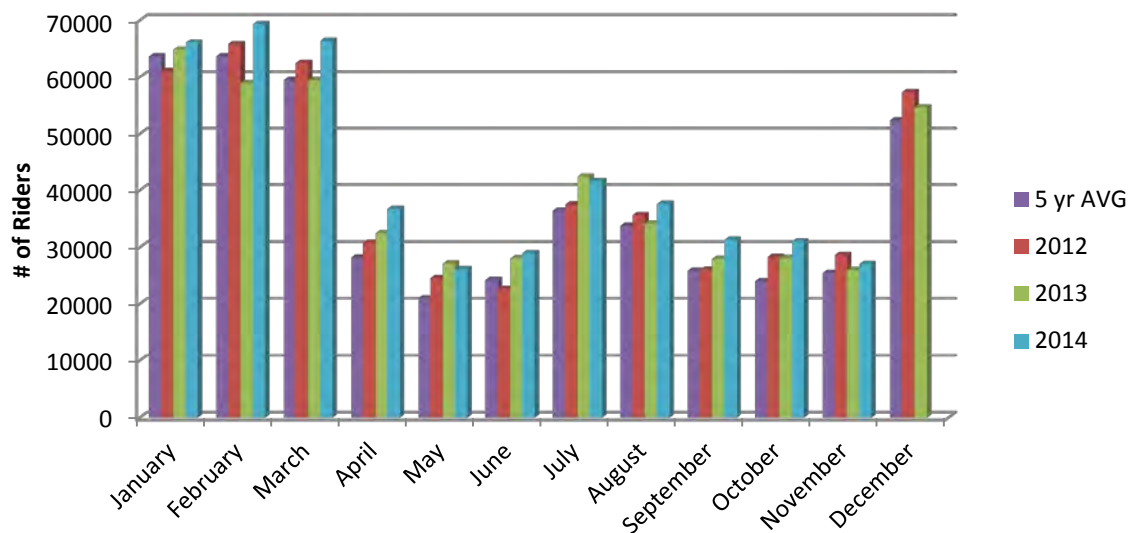
PERFORMANCE DASHBOARD - RIDERSHIP, NOVEMBER 2014

Ridership per hour



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.

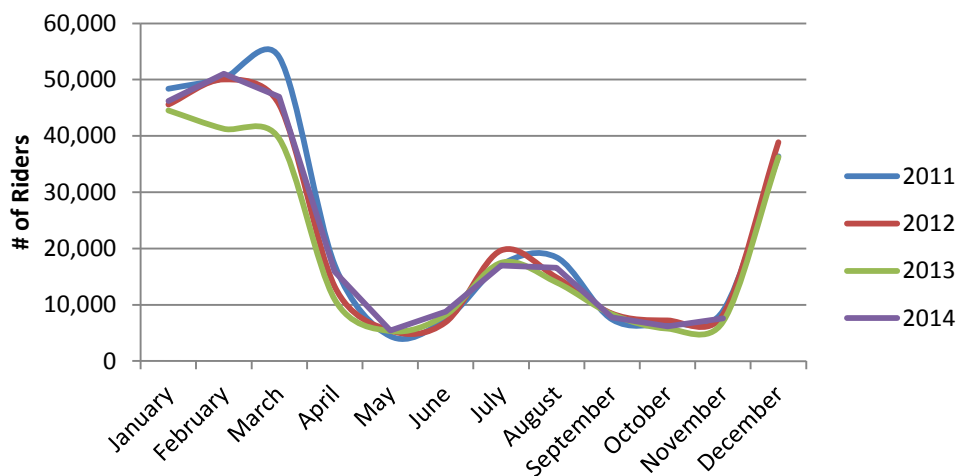
Total Ridership by Month



2014 YTD Ridership
462,534
2013 YTD Ridership
425,891
2012 YTD Ridership
422,823

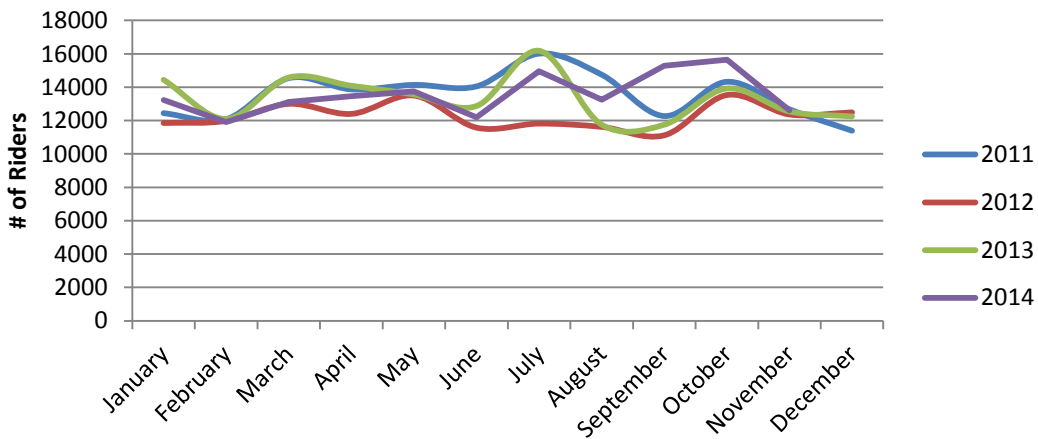
Definition: Monthly ridership compared with one year ago, two years ago and the 5 year average.

Town Routes

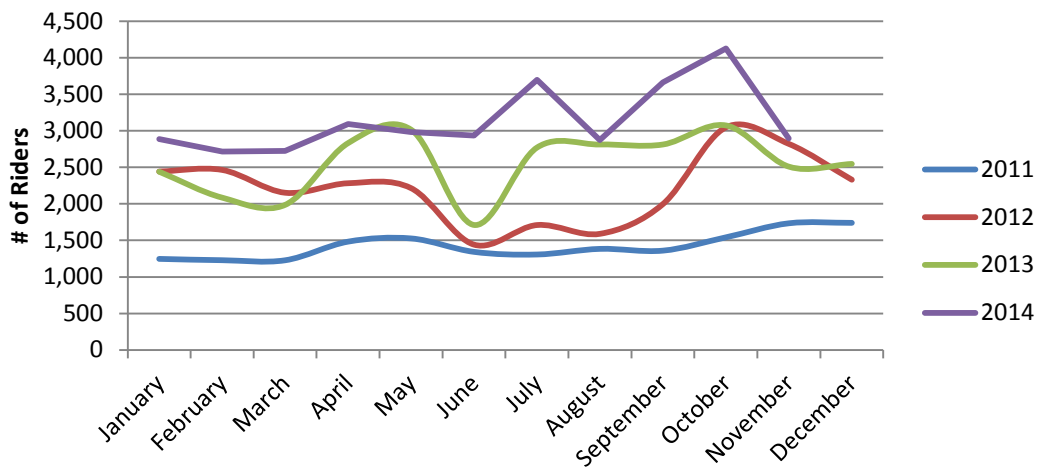


PERFORMANCE DASHBOARD - RIDERSHIP BY ROUTE, NOVEMBER 2014

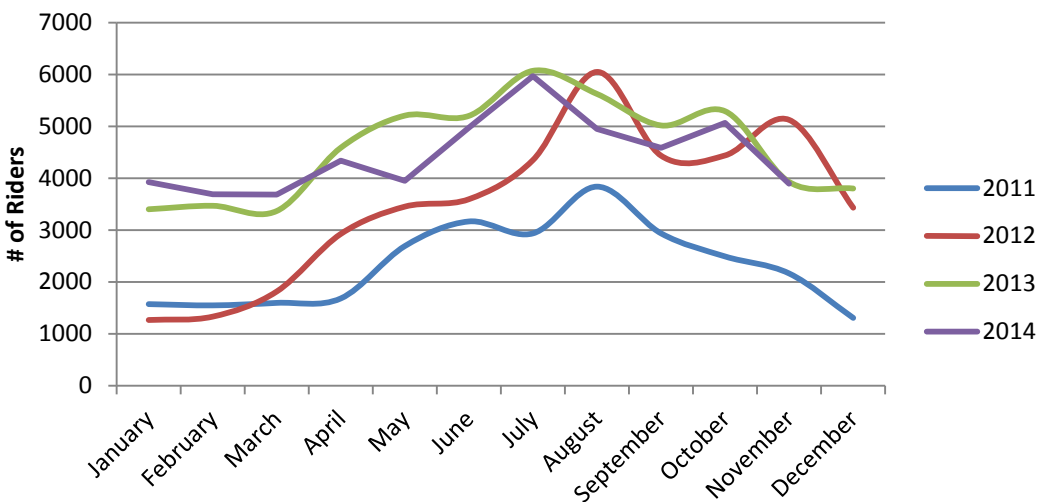
Valley Route



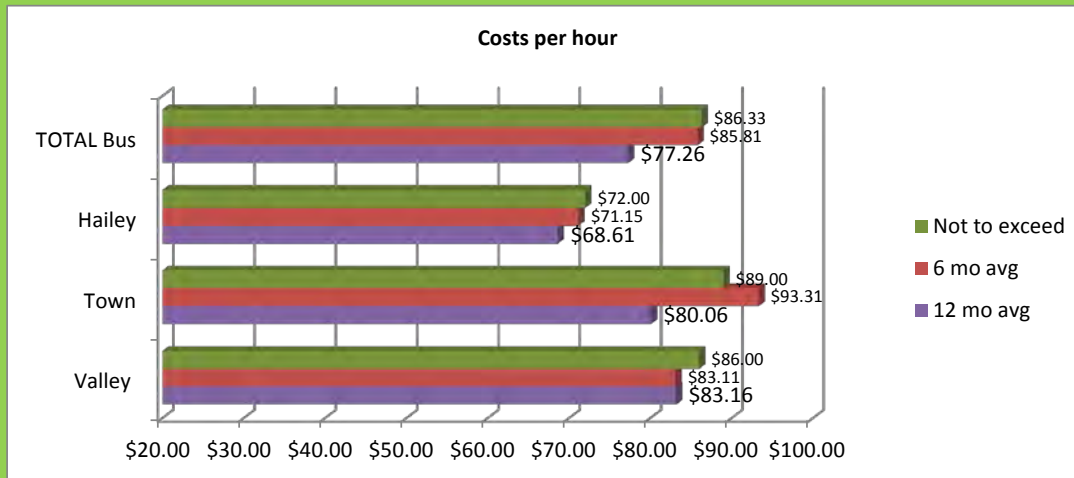
Hailey Route



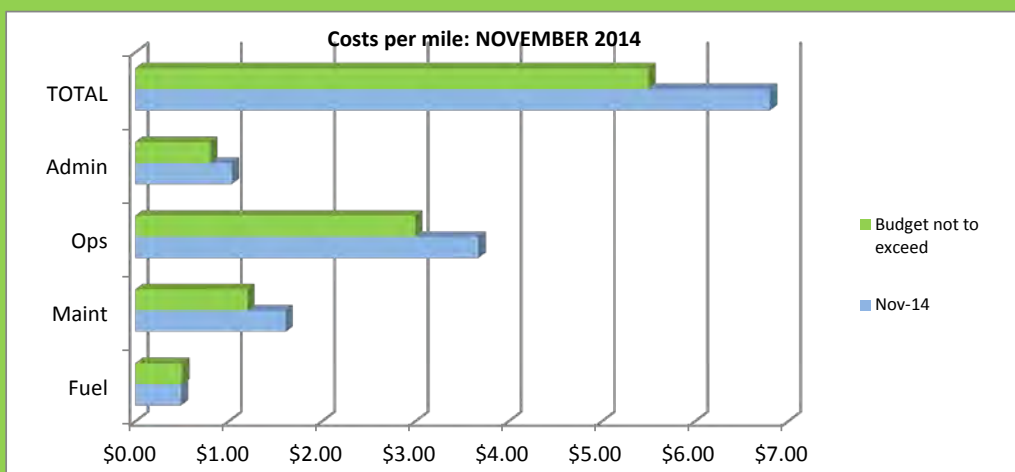
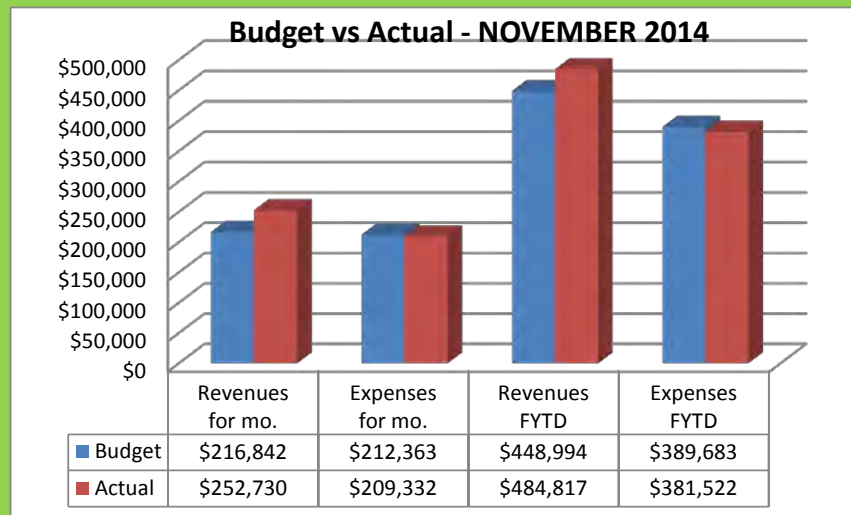
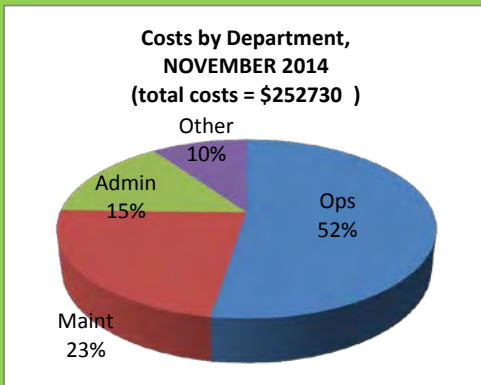
Vanpool



PERFORMANCE DASHBOARD - FINANCIAL, NOVEMBER 2014

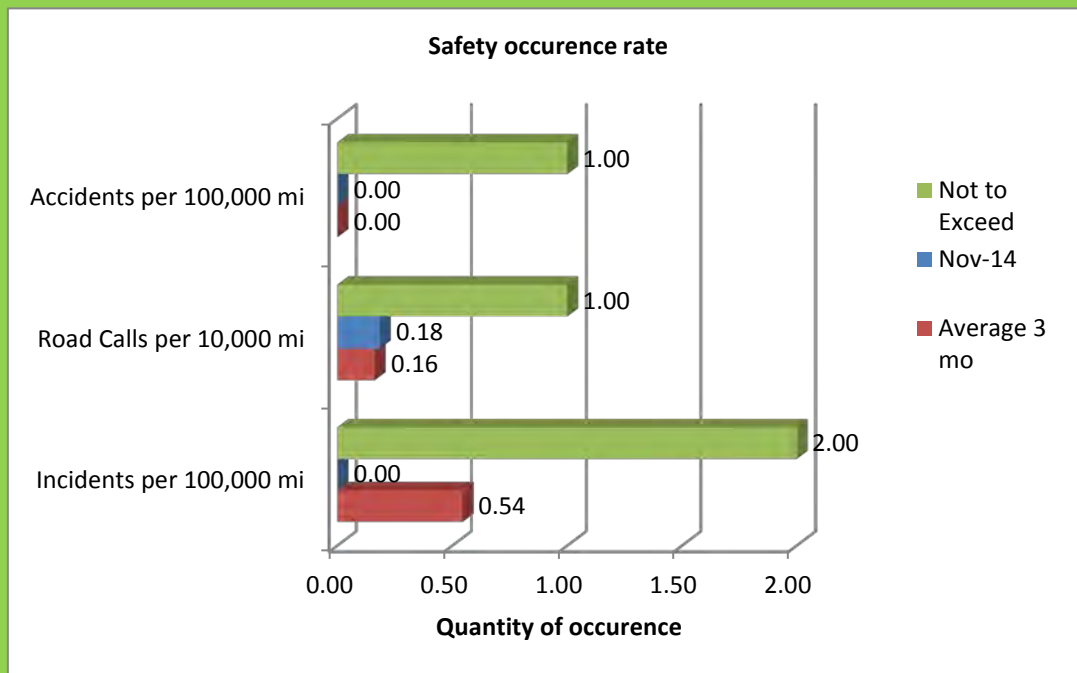


Definition: Monthly costs divided by the number of bus revenue service hours operated for the month. Being lower than goal is good. Monthly numbers are compared to 6 month average in order to give a longer time period for reference (monthly fluctuations can be great).



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, OCTOBER 2014



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

Safety	Sep-14	Oct-14	Nov-14
Incidents	1	0	0
Accidents	0	0	0
Road Calls	2	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.

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

465

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.

Mountain Rides Staff Report

Date:

01/21/2015

Staff Member:

Jim Finch

Department:

Operations

Department
Highlights from the
Previous Month:

DECEMBER RIDERSHIP REPORT: 8% overall gain compared to 2013. Increased to 58,018 passenger trips. 2013: 53,730 passenger trips.
TOWN ROUTES: 9% GAIN overall at 38,168 trips..
BLUE ROUTE -1% compared to 2013 @ 19,501 trips. Night Owl service implemented on Blue Route on December 26th.
GREEN ROUTE +69% @ 2,513 trips
SEASONAL ROUTES: SILVER +9% 13,271 trips; RED +19% 1,823 trips; BRONZE -2%
HAILEY ROUTE: +27% 3,243 trips Syringa school adding 30 trips/day
VALLEY ROUTE: +10% 13,516 trips
VANPOOL: -21% Webb down one van early 3,018 trips

TOTAL RIDERSHIP FOR 2014: 520,236

Progress on
projects/initiatives:

NO AT FAULT COLLISIONS IN 2014! SAFETY FIRST PAYS OFF!
Recruitment and training continued through December as the Peak Winter Season commenced.

TAPTCO Bus Driver training program has been well received by our staff.
LLLC is our new safety mantra: LOOK AHEAD, LOOK AROUND, LEAVE ROOM AND COMMUNICATE.

Challenges/
Opportunities:

Mountain Rides Staff Report

Date:

01/21/2015

Staff Member:

Kim MacPherson

Department:

Marketing Outreach

Department
Highlights from the
Previous Month:

The outreach for the Night Owl service was a big effort on all Mountain Rides staff with Kristin Derrig helping out too. We were able to get the schedule flyer, posters and a pocket schedule card out to all the restaurants, grocery stores and other retail outlets in Ketchum and Sun Valley property.

There is a lot of good feedback and everyone is very happy with the service.

I have been asked several times for a late night bus to Hailey.

We have had many inquiries and two people sign up to be a part of our vanpool as a result of our TV ad running on channel 11 and Fox channel 6.

Progress on
projects/initiatives:

We are updating the Marketing & Communications Plan and will bring it to the P&M committee next month.

We are planning for Free Fridays in February and having a special price for pass riders. We want to keep our ridership growing and continue to attract new riders and this idea proved to be successful last summer.

Challenges/
Opportunities:

To work on the great ideas that came out of the strategic workshop on Jan 7.

Mountain Rides Staff Report

Date:

01/21/2015

Staff Member:

Kaz Thea

Department:

Bike-Ped

Department
Highlights from the
Previous Month:

MRTA received an additional \$7,000 in funds from the Hailey EPA grant for its Bike Share operations. These funds had to be spent by 11/30/2014 and were used to pre-purchase advertising, graphics and spare parts for the spring ramp-up in the program.

Progress on
projects/initiatives:

I am currently working on editing the BikeShare landing page which will be the website that folks use to join and become a bikeshare member and learn more about the program. SoBi created a basic landing page and I am improving it with additional information including sponsorship page.

I am also working with Jeff Lowe to design a new BikeShare logo that uses the updated Mountain Rides logo look and color scheme. The old logo is outdated since Mountain rides created a new logo.

I am also working on coordinating with businesses who have shown an interest in becoming a bikeshare sponsor. We are developing a sponsorship packet to take to businesses to get folks signed up.

Finally I am working on identifying HUB locations and finalizing those locations for both Hailey and Ketchum, and finalizing individual and business membership options and fares.

Challenges/
Opportunities:

Mountain Rides Staff Report

Date:

01/21/2015

Staff Member:

Rod Domke

Department:

Maintenance

Department
Highlights from the
Previous Month:

456 days without a lost time accident/incident.

Bryson, our newest employee, has been an asset to our expansion of maintenance coverage on the weekends.

Progress on
projects/initiatives:

The holiday season went very smooth for maintenance.

The new electronic door lock installation on the Ketchum facility has been completed.

Surveillance system for the Ketchum facility is still in the development process.

Challenges/
Opportunities:

Maintenance costs continue to rise on the IC buses.

Mountain Rides Staff Report

Date:

01/21/2015

Staff Member:

Wendy Crosby

Department:

Business-Finance

Department
Highlights from the
Previous Month:

We received delivery of our 2 new Van pool vans in early December. We are still waiting for installation of graphics and once that is done, they will be out on the road. Reimbursement of this award has been submitted and once paid, that will close out our 5339 award for Bus refurbishment and van replacement.

We were notified by ITD that we would be receiving additional 5317 funds and possibly additional 5316 funds, but have not yet seen any agreements. We have submitted 5317 reimbursements using these additional funds, which have been paid :0)

Progress on
projects/initiatives:

All employees have completed the ICRMP Online University trainings and following our safety meeting/safety banquet on Jan 31st, we will have completed all the requirements to qualify for the 5% discount on the 2015-2016 insurance premium.

I am nearly finished all year end reporting; issuance of 1099's and the 12/31 quarterly TEAM reporting are still outstanding.

Challenges/
Opportunities:

Normally at this time of year, we are working on grant pre-applications for the 2016 grant cycle. With the staffing changes at ITD we have not received any guidance on changes to the process and no applications.

Mountain Rides Staff Report

Date:

01/21/2015

Staff Member:

Jason Miller

Department:

Executive Director

Department
Highlights from the
Previous Month:

500,000th rider - Wendy Little was crowned our 500,000th rider on December 29th on a northbound Valley Route bus driven by Jose Victorino. This is a major milestone in our organizational development. We have never had more than 500,000 riders in a single year since ridership was first tracked by KART in 1994.

Holiday season - we had a very strong holiday season moving lots of locals and tourists every day. Our single biggest day was December 30th where we recorded 3,150 one way trips in a single day over 268 total one-way trips. I want to thank all of our staff who worked through the holidays - with our peak season demands, we need lots of folks working on Christmas Eve, Christmas Day, and New Years. Everyone worked very hard and we had a safe and successful peak holiday season!

Progress on
projects/initiatives:

South valley facility - JHS is working on construction documents and a general bidding structure that will allow us to have a base bid/project that can be funded.

Bike-ped plan - we recently received a resolution of support from the City of Sun Valley, which now gives us 100% support for the plan from municipalities, the county and stakeholder organizations for the plan.

Challenges/
Opportunities:

Staffing - we have lost a couple more drivers and are stretched very thin with staffing for drivers. Jim is having to drive more, and I have even done a few short shifts here and there to cover some gaps. We are also having to pay more overtime.

APTA conference - I will be traveling to Phoenix next month (Feb 6-10) for the APTA CEOs conference. The trainings at the conference will help support my management and leadership development.



RECORDED

**REGULAR MEETING MINUTES
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, December 17, 2014, 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: Chairman Susan McBryant (Hailey), Vice-Chair Mark Gilbert (Sun Valley), Nils Ribi (Sun Valley), David Patrie (Blaine County), Michael David (Ketchum), Joe Miczulski (Bellevue) and Kristin Derrig (Ketchum)

ABSENT: Steve Wolper (At-Large)

ALSO Mountain Rides Executive Director Jason Miller

PRESENT: Mountain Rides Operations Manager Jim Finch
Mountain Rides Business Manager Wendy Crosby
Support Specialist Kim MacPherson
Terry Smith, *Idaho Mountain Express*
Anne Corrock, Ketchum City Council
Roger Roland, Sushi on Second

1. CALL TO ORDER

Chairman Susan McBryant called to order the meeting of Wednesday, December 17, 2014 at 12:31pm.

2. COMMENTS FROM THE CHAIR AND BOARD MEMBER THOUGHTS

Chair Susan McBryant reported that this will be her last meeting serving as chair of the Mountain Rides Board of Directors and that it has been an honor to represent the City of Hailey.

Nils Ribi also mentioned that this would be his last meeting on the Mountain Rides Board.

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

Motion was made to move item # 6e to come after item #4 due to the public in the audience. Dave Patrie moved and Nils Ribi seconded, the motion carried unanimously.

4. PRESENTATION

Audited financial statements from Brady Workman of Dennis Brown CPAs

Brady Workman reported that the Mountain Rides audit was issued on Dec 1 and it was a modified report which means that it is the cleanest report that they can give. Since it was a first year report they did some additional testing, interviewed staff and wanted to understand how Mountain Rides procedures work. Mark Gilbert reported that the Finance committee went through the audit with Brady at a committee meeting he attended. Mark Gilbert noted that there were some policy writing to be done in 2015 but overall the findings were not negative.

5. PRESENTATION

Jason Miller will present his highlights from the Community Mobility Institute at the end of the meeting.

6. ACTION ITEMS AND DISCUSSION ITEMS

e. Action item:

Action on revision of FY2015 transportation service plan to expand Blue Route night service

Jason Miller started by passing around an updated document that was presented to the Ketchum City Council on Monday night. (This document replaces the document in the board packet.) Since the last board meeting there was a discussion at the last Ketchum City council meeting regarding taxi service and Mountain Rides came up as one piece of the puzzle in the discussion. A task force was formed to look at the possibilities of late night service. City of Ketchum identified Mountain Rides as an already existing organization that is funded by the city for this type of need. Jason noted that the City of Ketchum has expressed support and is looking for ways to fund this additional night service.

Michael David thanked staff for working on the possibilities of this service.

Kristin Derrig noted that the bus should have a fare box on the bus for donation purposes.

Susan McBryant asked about how many riders we would be serving? Staff looked at current service between 9:30pm – 1:00am, Dec 26 - Feb 28, 2013 which was just shy of 5000 passengers; 20 passengers per hour. Staff did research of other resort areas and most are running until 2 or 3 in the morning or bar close time. For the proposed service we Mountain Rides would need \$15,000 (\$7,500/mo) to offset the cost of the service and we would need someone to underwrite the service for the time period of Dec 26 – Feb 28. This would most likely be the City of Ketchum.

Annie Corrock, Ketchum City Council, spoke in support of this late night service. She noted that LOT tax collected on liquor represents 11% of the tax per year which is about \$275,000. She also stated that late night business is an important part of our economy and we need to do what we can to help them retain their business. She also noted that Dave Kassner, police chief, is adamant about this service to help him do his job.

Mark Gilbert asked about how Mountain Rides would go about implementing this plan. Jason Miller explained that this is about extending Blue Route service. Equipment is there because other routes are out of service, possibly using sprinter buses. We have drivers and are in a good position to start Dec 26th. The only thing we need is the funding, Ketchum is looking into this.

Mark Gilbert wanted to know if we will start service despite have the funds? Jason Miller is not making the recommendation to move forward without funding.

Nils Ribi mentioned that Mountain Rides will have to “sell” it to the Sun Valley City council to get additional funds.

Michael David said it is coming to the Mountain Rides Board to decide to move forward if we get the funds. He also recommends not moving forward until Ketchum finds the funding.

Anne Corrock asked which nights will be the best nights for the service and that the City of Ketchum is looking into the funding right now. Annie also responded to Susan McBryant’s question regarding a special meeting that yes there would be a meeting if needed prior to the 26th for the city council to vote if the funding is found.

Dave Patrie asked about the “soft” parts of the route and if it is not funded, do we still run the entire route? Jason Miller responded that the best course would be to run the Blue Route as it stands because our drivers know the route and we could cover the costs from fuel reserves.

Mark Gilbert made an “intent motion” to support winter night service expansion as described by the Executive Director in the hand out provided and provided that service is underwritten by the City of Ketchum with \$15,000 recognizing that there may be other contributors that would ultimately reduce the cost to the City of Ketchum, seconded by Kristin Derrig. Then during discussion the motion was withdrawn and a new motion was made.

Nils Ribi moved to approve winter night service expansion as described by the Executive Director in the hand out provided contingent upon the commitment of \$15,000 by the City of Ketchum and allowing them to find supporters and to delegate authority to staff to implement service upon receiving the commitment from the City of Ketchum to fund it.

Mark Gilbert seconded. Dave Patrie asked if there was an appetite to go ahead, take the risk and implement the service immediately and in good faith with the limited financial risk that Jason mentioned over a couple weeks. Nils Ribi wants to caution the board, while Michael David noted there is a safety component to think about it and that he believed there was commitment from Annie and Michael to make it happen. Susan McBryant is an issue with the City of Ketchum that has been going on for a while and is disappointed that this is coming up after we have printed our schedule. Susan stated she was supportive but it is being done in a reactionary manner and her fear is that it is being set up to fail and is outside a planning process that is designed to insure success.

Nils Ribi stated that he appreciates the comments by Susan McBryant and this shows that Mountain Rides can be flexible. Michael David and Susan McBryant stated that we need to be “nimble.” If it proves to be successful, it will be a service enhancement in the next funding cycle.

The motion passed unanimously with Kristin Derrig abstaining.

a. Action item:

Action on approving receipt and filing of FY2014 financial statement, as presented

Mark Gilbert made a motion to approve the receipt and filing of FY2014 financial statements as presented. Michael David seconded, and the motion passed unanimously.

b. Action item:

Action on election of board officers for 2015

Board officers must be elected for calendar 2015 as per our by-laws.

Nils Ribi nominated Mark Gilbert for the position of board chair for the coming year.

Vote: unanimous. Motion carried. He will assume duties at the next meeting.

Mark Gilbert moved Dave Patrie to serve as board vice-chair.

Vote: unanimous. Motion carried.

Michael David nominated Steve Wolper to continuing serving as secretary.

Vote: unanimous. Motion carried.

c. Action item:

Action on approving award of the fuel bid 2014-11-19 to Associated Petroleum Products as the qualified low bidder

Associated Petroleum Products is the qualified low bidder. It was noted that this will be the second year we will be using APP for fueling. We have been happy with their service and pricing over the past year.

Mike David made a motion to approve the award of the fuel Bid 2014-11-19 to Associated Petroleum Products as the qualified low bidder, Mark Gilbert seconded and the motion carried unanimously.

d. Action item:

Action on approving board and committee meeting calendar for 2015

The discussion included the need for the special meeting through spring due to the work on the Hub and South Valley facility.

Mark Gilbert made a motion to approve the board and committee meeting calendar for 2015, Kristin Derrig seconded and the motion carried unanimously.

f. Discussion item:

Discuss final agenda for strategic planning workshop

The group discussed the agenda for the workshop.

5. Committee Reports

- a. Planning and Marketing Committee reports
 - i. Committee members approve minutes for September and December
- b. Finance and Performance Committee reports from Mark Gilbert
 - i. Committee members approve minutes for December

6. Staff reports

- a. Dashboard performance reports for October 2014

Staff noted that we are going to change the format on the cost per hour, using more averages

- b. Operations report

Jim Finch noted that we will hit 500,000 for ridership this month. There will be an event and we will coordinate with the paper and recognize the 500,000th rider.

Jim noted that we are almost fully staffed and stand ready to start the winter night service. Jim also noted that green ridership showing steady improvement.

- c. Marketing and Outreach report

Kim noted that we have a vanpool ad running on television. Susan noted that the outreach about expanded night service was going to fall to Kim and that we should update the Friday newspaper chart.

- d. Bike-Ped report

e. Business Manager report

f. Executive Director report

Jason thanked Susan for chairing Mountain Rides through some very challenging times and also thanked Nils Ribi for his service. Jason also thanked Mountain Rides staff for getting ready for the winter season.

7. Consent Calendar items

a. Approve minutes for November 19 regular board meeting (Michael David abstaining) and December 3rd special board meeting (Michael David abstaining). **Nils Ribi moved to approve minutes with changes and Joe Miczulski seconded. Motions carried unanimously.**

b. Receive & File financials October 2014

Dave Patrie moved to approve the financials. Kristin Derrig seconded, and the motion carried unanimously.

8. Adjournment

Dave Patrie moved to adjourn the meeting at 2:34pm. Joe Miczulski seconded and the motion carried unanimously.

Chairman Susan McBryant

Mountain Rides Agenda Item Summary

Date: 01/21/2015

From: Wendy Crosby

Subject: 7b. Nov. 2014 financials

Background:

Nov 2014:

5311 reimbursements under the federal awards exceed budget as we are attempting to draw these funds before their 3/31/2015 expiration. Although we are attempting to use these funds as quickly as possible, we are concerned because ITD has indicated that they will be changing their grant fiscal year from 4/1 to 10/1 and have not indicated how they intend to fund the period from 4/1/2015 to 9/30/2015. We may be amending our reimbursement strategy to fit with their decision. We have also been informed that we will be receiving additional 5317 funds that were not included in our original FY2015 budget. We began to use those additional funds in Nov.

5310 reimbursements include the Green Route service from the start of our winter schedule (11/28/14) and are higher than originally budgeted due to the change in that service to deviated fixed route.

We also received some additional bike share funding which resulted in greater than budgeted Miscellaneous Revenue.

Total Expenses were right on budget for the month.

Individual items exceeded budget but it is early in the FY and we are not concerned at this point:

51000 Payroll expense is a little above budget as Part-time drivers returned for winter training. Workman's Comp and Medical insurance are higher than budget but are expected to fall in line in the new year.

57000 Repairs/ Maintenance is higher than budget due to expenditures on bike part inventories in order to use bike share funding before it expired and will be reimbursed.

58000 Cell/ 2-way Mobile expense is higher as a result of a tablet purchased for the bike share program. This was done to make use of expiring Bike share monies and will be reimbursed.

61000 Advertising is over budget as a result of prepaid advertising and bike graphics for the bike share program to make use of expiring Bike share monies and will be reimbursed.

64000 Fuel is significantly under budget as we are experiencing lower than expected fuel prices.

Mountain Rides Agenda Item Summary

Date:

01/21/2015

From:

Wendy Crosby

Subject:

7b. Nov. 2014 financials page 2

Background:

November 2014 Checks Issued:

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

American Funds- \$25,066.67- FY 4th quarter retirement plan contribution

Gillig- \$3,345.25 - bumpers for Bus 5, drivers window glass replacement

Les Schwab- \$4,747.61- tires & rims for valley route buses

Wells Fargo - \$9,089.10- payment for the TAPTCO safety software (\$8531)

Capital Equip Fund- \$19,155 and \$1,545- transfers of reimbursements into appropriate fund

Windy City Arts- \$3,561.50 - advance payment for bike graphics

MRTA - Operations Main
Revenue & Expenditures Budget Performance
November 2014

	Nov 14	Budget	% of Budget	Oct - Nov 14	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
41000 · Federal Funding							
41200 · Federal - 5311	100,444.00	78,000.00	128.8%	181,724.00	159,000.00	114.3%	845,000.00
41300 · Federal - 5316	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
41400 · Federal - 5317	2,251.00	0.00	100.0%	2,771.00	0.00	100.0%	14,000.00
41500 · Federal - Stimulus/5310	3,396.00	2,500.00	135.8%	7,407.00	7,500.00	98.8%	50,000.00
Total 41000 · Federal Funding	106,091.00	80,500.00	131.8%	191,902.00	166,500.00	115.3%	909,000.00
42000 · State Funding							
42100 · State - Safe Routes	0.00	0.00	0.0%	0.00	0.00	0.0%	15,000.00
42400 · State - Training	0.00	1,000.00	0.0%	1,904.97	3,000.00	63.5%	7,500.00
Total 42000 · State Funding	0.00	1,000.00	0.0%	1,904.97	3,000.00	63.5%	22,500.00
43000 · Local Funding							
43100 · Local - Ketchum	40,333.33	40,333.33	100.0%	80,666.66	80,666.66	100.0%	484,000.00
43200 · Local - Hailey	4,986.67	4,986.67	100.0%	9,973.34	9,973.34	100.0%	59,840.00
43300 · Local - Bellevue	-55.00	0.00	100.0%	440.00	0.00	100.0%	0.00
43400 · Local - Blaine County	9,000.00	9,000.00	100.0%	18,000.00	18,000.00	100.0%	108,000.00
43500 · Local - Sun Valley	18,333.33	18,333.33	100.0%	36,666.66	36,666.66	100.0%	220,000.00
43600 · Local - Sun Valley Company	35,200.00	35,200.00	100.0%	35,200.00	35,200.00	100.0%	157,080.00
Total 43000 · Local Funding	107,798.33	107,853.33	99.9%	180,946.66	180,506.66	100.2%	1,028,920.00
44000 · Fares							
44100 · Fares - Valley Cash	3,923.15	6,000.00	65.4%	9,259.10	12,000.00	77.2%	76,000.00
44200 · Fares - Valley Passes	6,628.25	9,000.00	73.6%	40,519.75	42,000.00	96.5%	130,000.00
44300 · Fares - Vanpool	13,653.47	8,000.00	170.7%	33,359.38	28,000.00	119.1%	175,000.00
44400 · Fares - ADA	77.00	80.00	96.3%	168.00	170.00	98.8%	1,000.00
Total 44000 · Fares	24,281.87	23,080.00	105.2%	83,306.23	82,170.00	101.4%	382,000.00
45000 · Revenue							
45100 · Rev - Advertising	2,850.00	1,500.00	190.0%	9,395.00	8,000.00	117.4%	55,000.00
45200 · Rev - Business Sponsors	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
45450 · Rev - Misc.	9,613.52	0.00	100.0%	9,613.52	0.00	100.0%	0.00
45500 · Rev - Charter/Special Event	400.00	1,200.00	33.3%	560.00	1,400.00	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
Total 45000 · Revenue	12,863.52	2,700.00	476.4%	19,568.52	9,400.00	208.2%	75,000.00
47000 · Private Donations							
47100 · Priv. Donation - Foundations	0.00	0.00	0.0%	0.00	0.00	0.0%	500.00
47200 · Priv. Donation - Friends of MR	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 47000 · Private Donations	0.00	0.00	0.0%	0.00	0.00	0.0%	500.00
48000 · Transfers							
48400 · Transfer - Housing Fund	1,666.66	1,666.67	100.0%	3,333.32	3,333.34	100.0%	20,000.00
Total 48000 · Transfers	1,666.66	1,666.67	100.0%	3,333.32	3,333.34	100.0%	20,000.00
49000 · Interest Income	28.69	41.67	68.9%	56.47	83.34	67.8%	500.00
49500 · Diesel Tax Refunds	0.00	0.00	0.0%	3,799.00	4,000.00	95.0%	19,000.00
49600 · Misc. Income	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
49800 · Excess Operating Funds	0.00	0.00	0.0%	0.00	0.00	0.0%	75,000.00
Total Income	252,730.07	216,841.67	116.6%	484,817.17	448,993.34	108.0%	2,532,420.00
Gross Profit	252,730.07	216,841.67	116.6%	484,817.17	448,993.34	108.0%	2,532,420.00
Expense							
51000 · Payroll Expenses							
51100 · Salaries and Wages	82,916.69	77,500.00	107.0%	160,670.26	155,000.00	103.7%	1,159,000.00
51200 · Accrued Vacation Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
51300 · FICA Expense	4,878.79	4,930.00	99.0%	9,432.82	9,660.00	97.6%	72,500.00
51350 · Medicare Tax Expense	1,141.00	1,165.00	97.9%	2,206.05	2,330.00	94.7%	17,250.00
51400 · Retirement Plan Expenses	8,691.28	8,500.00	102.3%	15,495.19	15,500.00	100.0%	93,000.00
51500 · Workers Comp Expense	11,545.00	9,666.67	119.4%	11,545.00	9,833.34	117.4%	45,000.00

MRTA - Operations Main
Revenue & Expenditures Budget Performance
November 2014

	Nov 14	Budget	% of Budget	Oct - Nov 14	YTD Budget	% of Budget	Annual Budget
51600 · SUI Expense	631.14	1,576.67	40.0%	1,328.05	3,153.34	42.1%	24,000.00
51700 · Medical Ins. Expense	12,571.83	11,500.00	109.3%	22,964.90	23,000.00	99.8%	142,000.00
51800 · Dental Ins. Expense	1,056.68	1,016.67	103.9%	2,034.43	1,833.34	111.0%	12,000.00
51975 · Employee Assistance expense	0.00	416.67	0.0%	0.00	833.34	0.0%	5,000.00
51000 · Payroll Expenses - Other	97.20	150.00	64.8%	189.40	250.00	75.8%	1,750.00
Total 51000 · Payroll Expenses	123,529.61	116,421.68	106.1%	225,866.10	221,393.36	102.0%	1,571,500.00
52000 · Insurance Expense							
52100 · Ins. - Vehicles	8,750.00	8,750.00	100.0%	17,500.00	17,500.00	100.0%	105,000.00
52150 · Ins- Deductibles/claims	0.00	500.00	0.0%	0.00	500.00	0.0%	6,000.00
Total 52000 · Insurance Expense	8,750.00	9,250.00	94.6%	17,500.00	18,000.00	97.2%	111,000.00
53000 · Professional Fees							
53100 · Accounting & Audit	0.00	0.00	0.0%	0.00	0.00	0.0%	11,000.00
53200 · IT Systems	258.75	500.00	51.8%	460.00	700.00	65.7%	12,000.00
53300 · Grant Support/Admin	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
53400 · Legal Fees	1,228.80	600.00	204.8%	1,420.80	800.00	177.6%	7,000.00
53450 · Planning/ Design	75.00	0.00	100.0%	550.00	500.00	110.0%	1,500.00
53500 · Other Professional Fees	605.00	1,700.00	35.6%	1,420.95	2,500.00	56.8%	8,000.00
Total 53000 · Professional Fees	2,167.55	2,800.00	77.4%	3,851.75	4,500.00	85.6%	39,500.00
54000 · Equipment/ Tool Expense							
54100 · Shop Equipment expense	0.00	0.00	0.0%	0.00	0.00	0.0%	7,000.00
54200 · Shop Tools	114.85	300.00	38.3%	138.36	325.00	42.6%	3,400.00
54300 · Office Equipment	2,204.77	2,000.00	110.2%	2,230.76	2,050.00	108.8%	5,000.00
Total 54000 · Equipment/ Tool Expense	2,319.62	2,300.00	100.9%	2,369.12	2,375.00	99.8%	15,400.00
55000 · Rent and Utilities							
55100 · Rent	2,525.00	2,525.00	100.0%	5,050.00	4,450.00	113.5%	26,500.00
55200 · Utilities	523.65	500.00	104.7%	1,039.90	1,000.00	104.0%	16,500.00
Total 55000 · Rent and Utilities	3,048.65	3,025.00	100.8%	6,089.90	5,450.00	111.7%	43,000.00
56000 · Supplies							
56100 · Office Supplies	113.49	150.00	75.7%	429.09	500.00	85.8%	2,000.00
56200 · Janitorial & Safety Supplies	786.79	800.00	98.3%	833.59	850.00	98.1%	4,000.00
56300 · Department Supplies	520.88	725.00	71.8%	896.96	1,250.00	71.8%	8,500.00
56400 · Uniforms	3,586.49	3,400.00	105.5%	3,814.23	3,700.00	103.1%	5,000.00
56500 · Postage and Delivery	111.00	90.00	123.3%	113.32	140.00	80.9%	900.00
Total 56000 · Supplies	5,118.65	5,165.00	99.1%	6,087.19	6,440.00	94.5%	20,400.00
57000 · Repairs and Maintenance							
57100 · Equipment Repairs/Maintenance	86.25	186.36	46.3%	501.50	636.36	78.8%	2,500.00
57200 · Building Repairs/Maintenance	485.76	500.00	97.2%	771.50	1,000.00	77.2%	12,000.00
57250 · Bus Stop Repairs/Maint	105.99	0.00	100.0%	105.99	0.00	100.0%	5,000.00
57300 · Grounds Repairs/Maintenance	0.00	300.00	0.0%	750.00	1,050.00	71.4%	2,500.00
57400 · Bike Share Repairs/Maintenance	1,073.16	100.00	1,073.2%	1,073.16	200.00	536.6%	2,000.00
57500 · Janitorial Services	182.00	200.00	91.0%	364.00	400.00	91.0%	2,500.00
Total 57000 · Repairs and Maintenance	1,933.16	1,286.36	150.3%	3,566.15	3,286.36	108.5%	26,500.00
58000 · Communications Expense							
58100 · Office Phone Expense	238.31	300.00	79.4%	475.43	600.00	79.2%	4,000.00
58200 · Cell & Two-Way Mobile	933.64	520.00	179.5%	1,536.96	1,040.00	147.8%	10,000.00
58300 · Internet/Website	500.47	500.00	100.1%	712.57	708.33	100.6%	2,500.00
58400 · On-Board Vehicle Computers	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 58000 · Communications Expense	1,672.42	1,320.00	126.7%	2,724.96	2,348.33	116.0%	16,500.00
59000 · Travel and Training							
59100 · Vehicle/Airfare	310.80	500.00	62.2%	493.95	700.00	70.6%	4,000.00
59200 · Lodging	0.00	250.00	0.0%	55.89	300.00	18.6%	2,500.00
59300 · Food/Meals/Entertainment	91.30	300.00	30.4%	224.02	350.00	64.0%	4,000.00
59400 · Training/Education	0.00	200.00	0.0%	35.00	250.00	14.0%	2,000.00
59500 · Safety Curriculum	186.25	0.00	100.0%	9,242.34	8,000.00	115.5%	8,000.00

MRTA - Operations Main
Revenue & Expenditures Budget Performance
November 2014

	Nov 14	Budget	% of Budget	Oct - Nov 14	YTD Budget	% of Budget	Annual Budget
Total 59000 · Travel and Training	588.35	1,250.00	47.1%	10,051.20	9,600.00	104.7%	20,500.00
60000 · Business Expenses							
60100 · Business Registration Fees	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
60400 · Dues & Subscriptions	406.98	625.00	65.1%	623.94	1,000.00	62.4%	7,500.00
60500 · Bank Fees/Bad Debt	18.92	83.34	22.7%	259.12	166.68	155.5%	1,000.00
60700 · Bad Debt	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
60000 · Business Expenses - Other	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 60000 · Business Expenses	425.90	708.34	60.1%	883.06	1,166.68	75.7%	8,500.00
61000 · Advertising							
61100 · Print Advertising	2,190.04	720.00	304.2%	2,456.59	940.00	261.3%	7,500.00
61200 · Radio Advertising	720.00	0.00	100.0%	720.00	0.00	100.0%	1,000.00
61300 · Online Advertising	40.00	41.67	96.0%	80.00	83.34	96.0%	500.00
61400 · Vehicle Graphics	3,661.50	1,500.00	244.1%	5,617.50	3,500.00	160.5%	5,500.00
61500 · Bus. Adv. Contract	2,752.50	1,500.00	183.5%	4,812.50	3,500.00	137.5%	13,000.00
Total 61000 · Advertising	9,364.04	3,761.67	248.9%	13,686.59	8,023.34	170.6%	27,500.00
62000 · Marketing and Promotion							
62100 · Info. Displays-Stop Signage	71.78	2,000.00	3.6%	139.78	2,100.00	6.7%	4,000.00
62200 · Graphic Design	750.00	166.67	450.0%	750.00	333.34	225.0%	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.	24.00	0.00	100.0%	63.00	0.00	100.0%	3,500.00
62500 · Staff Appreciation/ Events	379.33	500.00	75.9%	379.33	500.00	75.9%	5,000.00
62000 · Marketing and Promotion - Other	100.00			100.00			
Total 62000 · Marketing and Promotion	1,325.11	2,666.67	49.7%	1,432.11	2,933.34	48.8%	21,500.00
63000 · Printing and Reproduction							
63100 · Copies, Passes & Flyers	467.15	500.00	93.4%	508.75	550.00	92.5%	2,500.00
63200 · Schedules, Maps & Brochures	5,013.40	5,000.00	100.3%	5,013.40	5,000.00	100.3%	9,000.00
Total 63000 · Printing and Reproduction	5,480.55	5,500.00	99.6%	5,522.15	5,550.00	99.5%	11,500.00
64000 · Fuel Expense	19,188.54	27,000.00	71.1%	40,330.76	50,000.00	80.7%	385,620.00
65000 · Vehicle Maintenance							
65100 · Parts Expense	11,705.04	8,208.33	142.6%	19,710.77	16,416.66	120.1%	100,000.00
65200 · Fluids Expense	62.26	1,333.33	4.7%	283.82	2,666.66	10.6%	16,000.00
65300 · Tires Expense	8,038.17	15,000.00	53.6%	12,785.78	20,000.00	63.9%	35,000.00
65400 · Purchased Services	447.91	1,000.00	44.8%	447.91	1,000.00	44.8%	10,500.00
65500 · Vehicle Computer/Diagnostic	0.00	200.00	0.0%	0.00	200.00	0.0%	2,000.00
Total 65000 · Vehicle Maintenance	20,253.38	25,741.66	78.7%	33,228.28	40,283.32	82.5%	163,500.00
69500 · Contingency Expense-Operations	4,166.66	4,166.67	100.0%	8,333.32	8,333.34	100.0%	50,000.00
Total Expense	209,332.19	212,363.05	98.6%	381,522.64	389,683.07	97.9%	2,532,420.00
Net Ordinary Income	43,397.88	4,478.62	969.0%	103,294.53	59,310.27	174.2%	0.00
Net Income	43,397.88	4,478.62	969.0%	103,294.53	59,310.27	174.2%	0.00

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Accrual Basis

MRTA - Operations Main
Checks Issued
As of November 30, 2014

Type	Date	Num	Name	Memo	Amount	Balance
11100 - Mountain West Checking						39,800.95
Bill Pmt -Check	11/03/2014	ACH	American Funds	plan ID BRK100102	-25,066.67	14,734.28
Deposit	11/03/2014			Deposit	70.28	14,804.56
Bill Pmt -Check	11/03/2014	4487	Davis Embroidery		-82.46	14,722.10
Bill Pmt -Check	11/03/2014	4488	Nicole Brown		-2,060.00	12,662.10
Bill Pmt -Check	11/03/2014	4489	Snap-on Tools Company, LLC		-51.58	12,610.52
Bill Pmt -Check	11/03/2014	ACH	CenturyLink 208-726-7140 623B	208-726-1690 623B	-111.78	12,498.74
Deposit	11/04/2014			Deposit	75,000.00	87,498.74
Bill Pmt -Check	11/04/2014	4492	Window Welder Inc.		-616.45	86,882.29
Bill Pmt -Check	11/04/2014	4493	Integrated Technologies		-71.17	86,811.12
Bill Pmt -Check	11/04/2014	4494	Torrey Grubbs	expense report	-28.08	86,783.04
Liability Check	11/05/2014		QuickBooks Payroll Service	Created by Payroll ...	-29,124.46	57,658.58
Deposit	11/05/2014			Deposit	3,190.00	60,848.58
Deposit	11/05/2014			Deposit	3,324.00	64,172.58
Deposit	11/05/2014			Deposit	567.95	64,740.53
Deposit	11/05/2014			Deposit	500.00	65,240.53
Paycheck	11/06/2014	DD	Aguilar, Hortencia	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Conlago, Maira P.	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Djasran JR, Johnny	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Domke, Rodney F	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Finch, James F	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Gray, Stuart	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Grubbs, Torrey E	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Johnson, Mark F	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Kelly, David W	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Kirkpatrick, Wendy J	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Knudson, Michael W	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Leon, Teofilo O	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	MacPherson, Kim	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Miller, Jason M	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Nestor, Robert A	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Romero-Campos, Raul	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Selisch, Kurt	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Shroyer, Randall R	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Sproule, William	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Tellez, Carlos	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Thea, Karen J	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Torres, April L	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Vasquez, Pamela	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Victorino, Jose L	Direct Deposit	0.00	65,240.53
Paycheck	11/06/2014	DD	Williams-Mehra, Colleen	Direct Deposit	0.00	65,240.53
Liability Check	11/06/2014	4490	Idaho Child Support Receipting	326231	-244.60	64,995.93
Liability Check	11/06/2014	4491	National Benefit Services, LLC	Mountain Rides FSA	-386.14	64,609.79
Bill Pmt -Check	11/06/2014	4495	National Benefit Services, LLC		-113.00	64,496.79
Bill Pmt -Check	11/06/2014	4496	NAPA Auto Parts		-651.06	63,845.73
Deposit	11/06/2014			Deposit	46,914.83	110,760.56
Liability Check	11/07/2014	E-pay	United States Treasury	82-0382250 QB Tra...	-9,332.96	101,427.60
Deposit	11/07/2014			Deposit	255.00	101,682.60
Check	11/07/2014	ACH	Capital Equipment Fund'	monthly transfer Oct	-2,171.25	99,511.35

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Accrual Basis

MRTA - Operations Main
Checks Issued
As of November 30, 2014

Type	Date	Num	Name	Memo	Amount	Balance
Check	11/07/2014	ACH	Facilities Fund	monthly transfer- Oct	-6,513.75	92,997.60
Check	11/07/2014	ACH	Contingency Fund	monthly transfer- Oc...	-4,166.66	88,830.94
Deposit	11/07/2014			Deposit	280.10	89,111.04
Deposit	11/10/2014			Deposit	43.39	89,154.43
Deposit	11/10/2014		Mountain West Bank	Deposit	-40,000.00	49,154.43
Bill Pmt -Check	11/11/2014	4497	Freightliner of Idaho		-656.92	48,497.51
Bill Pmt -Check	11/11/2014	4498	Gillig LLC	36869600	-3,345.25	45,152.26
Bill Pmt -Check	11/11/2014	4499	Rush Truck Centers		-501.17	44,651.09
Bill Pmt -Check	11/11/2014	4500	Alsco		-145.28	44,505.81
Bill Pmt -Check	11/11/2014	4501	Wood River Motors	22460	-544.50	43,961.31
Bill Pmt -Check	11/11/2014	4502	Allstar Property Services, Inc.		-182.00	43,779.31
Bill Pmt -Check	11/11/2014	4503	Luke's Family Pharmacy/Fisher...		-88.44	43,690.87
Bill Pmt -Check	11/11/2014	4504	Six Roblees' Inc formerly Valle...	64830	-414.20	43,276.67
Bill Pmt -Check	11/11/2014	4505	Associated Petroleum Products...		-10,094.00	33,182.67
Bill Pmt -Check	11/11/2014	4506	Brody Chemical Inc.		-94.95	33,087.72
Bill Pmt -Check	11/11/2014	4507	Intermtn Gas Co #10630400-0...	VOID: #10630400-0...	0.00	33,087.72
Bill Pmt -Check	11/11/2014	4508	Intermtn Gas Co #10630400-3...	VOID: #10630400-3...	0.00	33,087.72
Bill Pmt -Check	11/11/2014	4509	Lawson Laski Clark & Pogue, ...		-192.00	32,895.72
Bill Pmt -Check	11/11/2014	ACH	Intermtn Gas Co #10630400-0...	#10630400-001-6	-33.01	32,862.71
Bill Pmt -Check	11/11/2014	ACH	Intermtn Gas Co #10630400-3...	#10630400-353-1	-13.97	32,848.74
Bill Pmt -Check	11/11/2014	4510	Atkinsons' Grocery		-82.36	32,766.38
Bill Pmt -Check	11/11/2014	4511	Chateau Drug & True Value Ha...		-108.48	32,657.90
Bill Pmt -Check	11/11/2014	4512	Clear Creek Disposal	1327	-77.53	32,580.37
Bill Pmt -Check	11/11/2014	4513	Greyhound Design		-93.33	32,487.04
Bill Pmt -Check	11/11/2014	4514	Johnny G's Sub Shack		-63.18	32,423.86
Bill Pmt -Check	11/11/2014	4515	Sportworks Northwest, Inc.		-1,918.75	30,505.11
Bill Pmt -Check	11/11/2014	4516	Les Schwab	117-00888	-4,747.61	25,757.50
Deposit	11/11/2014			Deposit	66,970.00	92,727.50
Deposit	11/13/2014			Deposit	855.90	93,583.40
Deposit	11/13/2014			Deposit	19,155.00	112,738.40
Bill Pmt -Check	11/14/2014	4517	Access Idaho		-158.00	112,580.40
Bill Pmt -Check	11/14/2014	4518	Express Publishing Inc.		-119.45	112,460.95
Bill Pmt -Check	11/14/2014	4519	FallLine	KAR353	-177.58	112,283.37
Bill Pmt -Check	11/14/2014	4520	Luke's Family Pharmacy/Fisher...		-66.00	112,217.37
Bill Pmt -Check	11/14/2014	4521	Minert & Associates, Inc.		-495.00	111,722.37
Bill Pmt -Check	11/14/2014	4522	Wells Fargo		-9,089.10	102,633.27
Bill Pmt -Check	11/17/2014	4523	Windy City Arts Inc.		-1,956.00	100,677.27
Check	11/17/2014	4524	Southern Belle Buisness Park ...	Design Review Fee-...	-75.00	100,602.27
Deposit	11/17/2014			Deposit	3,241.97	103,844.24
Deposit	11/17/2014			Deposit	514.90	104,359.14
Liability Check	11/19/2014		QuickBooks Payroll Service	Created by Payroll ...	-32,344.52	72,014.62
Check	11/19/2014	ACH	Capital Equipment Fund'	claim 3 &4 bus rehab	-19,155.00	52,859.62
Liability Check	11/20/2014	TAP	Idaho State Tax Commission	000186434	-3,106.00	49,753.62
Paycheck	11/20/2014	DD	Aguilar, Hortencia	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Conlago, Maira P.	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Djasran JR, Johnny	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Domke, Rodney F	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Ellsworth, Bryson D	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Finch, James F	Direct Deposit	0.00	49,753.62

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MRTA - Operations Main
Checks Issued
As of November 30, 2014

Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	11/20/2014	DD	Glasscock, David T	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Gough, Tyrel J	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Gray, Stuart	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Grubbs, Torrey E	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Holloway, Junichi J	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Johnson, Mark F	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Kelly, David W	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Kirkpatrick, Wendy J	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Knudson, Michael W	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Leon, Teofilo O	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	MacPherson, Kim	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	McCarty, Isabelle	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Miller, Jason M	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Nestor, Robert A	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Romero-Campos, Raul	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Selisch, Kurt	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Shroyer, Randall R	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Sproule, William	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Stavros, William A.	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Tellez, Carlos	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Thea, Karen J	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Torres, April L	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Vasquez, Pamela	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Victorino, Jose L	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Williams-Mehra, Colleen	Direct Deposit	0.00	49,753.62
Paycheck	11/20/2014	DD	Williams, Gordon K	Direct Deposit	0.00	49,753.62
Liability Check	11/20/2014	4525	Idaho Child Support Receipting	326231	-244.60	49,509.02
Liability Check	11/20/2014	4526	National Benefit Services, LLC	Mountain Rides FSA	-386.14	49,122.88
Deposit	11/20/2014			Deposit	7,002.08	56,124.96
Bill Pmt -Check	11/20/2014	4528	Davis Embroidery		-109.15	56,015.81
Bill Pmt -Check	11/20/2014	4529	Express Publishing Inc.		-562.56	55,453.25
Bill Pmt -Check	11/20/2014	4530	Idaho Hydrojetting		-750.00	54,703.25
Bill Pmt -Check	11/20/2014	4531	Integrated Technologies		-1,748.50	52,954.75
Bill Pmt -Check	11/20/2014	4532	Social Bicycles Inc.		-210.00	52,744.75
Bill Pmt -Check	11/20/2014	4533	Steve's Quick Service		-62.91	52,681.84
Bill Pmt -Check	11/20/2014	4534	UPS		-13.00	52,668.84
Bill Pmt -Check	11/20/2014	4535	Windy City Arts Inc.		-3,561.50	49,107.34
Bill Pmt -Check	11/20/2014	4536	Zilch Art & Design	VOID:check lost per...	0.00	49,107.34
Bill Pmt -Check	11/20/2014	4537	Petty Cash		-98.00	49,009.34
Bill Pmt -Check	11/20/2014	ACH	City of Hailey	40205001	-66.57	48,942.77
Bill Pmt -Check	11/20/2014	ACH	Idaho Power Acc#2204788885		-298.17	48,644.60
Bill Pmt -Check	11/20/2014	ACH	Idaho Power Acct.#2204640144		-45.84	48,598.76
Bill Pmt -Check	11/20/2014	ACH	Verizon Wireless	942013229	-240.32	48,358.44
Liability Check	11/21/2014	E-pay	United States Treasury	82-0382250 QB Tra...	-10,125.62	38,232.82
Bill Pmt -Check	11/21/2014	4538	Associated Petroleum Products...		-11,048.22	27,184.60
Bill Pmt -Check	11/21/2014	4539	Gem State Welders Supply Inc.		-442.45	26,742.15
Bill Pmt -Check	11/21/2014	4540	State Insurance Fund	Policy # 495600	-11,545.00	15,197.15
Bill Pmt -Check	11/21/2014	4541	White Cloud Communications I...		-288.00	14,909.15
Bill Pmt -Check	11/21/2014	4542	Certified Folder Display Service...	14-0086946	-68.00	14,841.15

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Accrual Basis

MRTA - Operations Main
Checks Issued
As of November 30, 2014

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	11/21/2014	4543	FallLine	KAR353	-1,170.75	13,670.40
Bill Pmt -Check	11/21/2014	4544	Fire Services of Idaho		-665.00	13,005.40
Bill Pmt -Check	11/21/2014	4545	Ketchum Computers, Inc.		-115.00	12,890.40
Deposit	11/21/2014			Deposit	604.20	13,494.60
Deposit	11/24/2014			Deposit	305.56	13,800.16
Deposit	11/24/2014			Deposit	19,647.83	33,447.99
Deposit	11/24/2014			Deposit	648.25	34,096.24
Deposit	11/26/2014			Deposit	4,122.00	38,218.24
Check	11/26/2014	ach	Capital Equipment Fund'	claim 2 asset mana...	-1,545.00	36,673.24
Bill Pmt -Check	11/26/2014	4546	Davis Embroidery		-5.00	36,668.24
Bill Pmt -Check	11/26/2014	4547	Jason Miller	expense reimburse...	-492.10	36,176.14
Bill Pmt -Check	11/26/2014	4548	Jim Finch	expense reimburse...	-45.00	36,131.14
Bill Pmt -Check	11/26/2014	4549	Kim MacPherson'	expense reimburse...	-201.25	35,929.89
Bill Pmt -Check	11/26/2014	4550	Luke's Family Pharmacy/Fisher...		-59.87	35,870.02
Bill Pmt -Check	11/26/2014	4551	Wendy Crosby	expense reimburse...	-15.00	35,855.02
Bill Pmt -Check	11/26/2014	4552	Windy City Arts Inc.		-100.00	35,755.02
Bill Pmt -Check	11/28/2014	4553	Mack Center		-621.57	35,133.45
Bill Pmt -Check	11/28/2014	4554	Virginia Rhinehart	Monthly Rent	-1,925.00	33,208.45
Deposit	11/28/2014			Deposit	1,666.66	34,875.11
Deposit	11/28/2014			Deposit	77.00	34,952.11
Deposit	11/28/2014			Deposit	189.95	35,142.06
Deposit	11/28/2014			Deposit	451.85	35,593.91
Liability Check	11/30/2014	ACH	Aflac	DQR88	-420.36	35,173.55
Liability Check	11/30/2014	4527	Blue Cross of Idaho	10034150-R001	-15,491.11	19,682.44
Deposit	11/30/2014			Deposit	119.85	19,802.29
Deposit	11/30/2014			Interest	3.44	19,805.73
Liability Check	11/30/2014	To Print	Blue Cross of Idaho	10034150-R001	-1,383.26	18,422.47
Total 11100 - Mountain West Checking					-21,378.48	18,422.47
TOTAL					-21,378.48	18,422.47

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)



Signed

Business Manager

Title

1/21/15

Date