



RECORDED

**REGULAR MEETING MINUTES  
MOUNTAIN RIDES TRANSPORTATION AUTHORITY  
Wednesday, March 18, 2015, 12:30 p.m.  
Ketchum City Hall Meeting Room, Ketchum, Idaho**

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

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

**ALSO** Mountain Rides Executive Director Jason Miller

**PRESENT:** Mountain Rides Business Manager Wendy Crosby  
Support Specialist Kim MacPherson

**1. CALL TO ORDER**

Chairman Mark Gilbert called to order the meeting of Wednesday, March 18, 2015 at 12:33pm. Secretary Steve Wolper took roll and determined that a quorum was present.

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

Welcome to Jane Conard as a new board member representing Sun Valley.

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

There were none.

**4. ACTION ITEMS AND DISCUSSION ITEMS**

**Amendment to the agenda:**

Jason Miller stated that the agenda needs to be amended to add an item to authorize solicitation of bidding and simultaneously authorize the award of the bid for one mini-van that is handicapped equipped for use in ADA demand response rides. This vehicle would replace the old minivan that was donated several years ago. Our ADA requirements (needs) have gone up and we need to have an additional van. This week we became aware of the opportunity of funds that would have expired at the end of the month from ITD that could be used for a capital purchase. ITD did authorize this on Monday and we have received 2 quotes and needs authorization from the board.

Our next regularly scheduled board meeting is on Weds, April 1<sup>st</sup> and the funds will expire on March 31<sup>st</sup>, which is the predicate for amending the agenda.

**Board member Susan McBryant moved to amend the agenda to add the item of authorizing Mountain Rides to buy one Minivan with the ITD funds that just came available and that this information was not available when the agenda was set. Jane Conard seconded. Motion carried unanimously.**

Jason Miller noted that Mountain Rides requested bids for these vans by noon today March 18<sup>th</sup>. Mountain Rides received bids from Schetky Northwest Sales for \$39,243 and from Davey Coach Sales for \$42,003. No word yet from Intermountain Coach. Jason thinks that the \$39,000 is a fair price. That would leave money for graphics. Staff recommendation is to award the bid to Schetky Northwest Sales. Our confidence level that these vehicles would meet our needs is very high. **Susan McBryant moved to authorize staff to award contract for an ADA minivan to the lowest bidder not to exceed \$42,000 to Schetky Northwest Sales. Dave Patrie seconded. Motion carried unanimously.**

**a. Action item:**

*Action on approving Marketing and Communications plan for 2015*

Kim MacPherson gave a brief introduction regarding the marketing and communications plan. The Planning and Marketing committee discussed the plan and made a few changes including adding the wording of multi-modal to the plan. Mark Gilbert asked about the possibility of a report regarding the cost of the feasibility study for creating an app for Mountain Rides. Jason Miller stated that this will be for FY2016 and will tie in with a statewide effort with Valley Ride. **Susan McBryant moved to accept and approve the Marketing and Communications Plan for 2015 as presented with one edit. Joe Miczulski seconded. Motion passes unanimously.**

**b. Action item:**

*Action on review and approve submittal of grant applications to ITD for FTA operating and capital funding for 2015-2018*

Jason Miller stated that Mountain Rides has been in a holding pattern for several months and the process for applying for operating and capital funds has been in flux as ITD re-staffed and restructured over the last 4 months. This process has led to fairly tight timing on grant awards and how awards will be made. We are just receiving the applications which are now due at the end of the month. The big change is that we are applying for funds that will be available 3 years out. The “gap” of when our current funds and when these new funds become available though was in question but ITD decided to fill this gap (April 1, 16 to Sept) with 50% or 6 months’ worth of funding with the grant year starting April 1<sup>st</sup>, 2015. ITD has basically 3 pots of money: Operating (5311), one time capital money, and capital money that is for 2016 and out. 5311 rural is the only pot of money we can access now. 5310 will only be for demand response service. LINK, out of Twin Falls, uses all of the 5310 money and their need is greater than ours. 5311F funding is a new opportunity for Mountain Rides. 5311F has been used for private companies, such as Greyhound, that wants to provide routes that connect with another service. We have talked about the need for service in this Hwy 75 corridor from the Wood River Valley to Twin Falls. The funding would be for buses and operational for use in 3 years. ITD says all the funding we get would be sustainable and funding that can be applied for year in and year out. Vanpool doesn’t serve all the needs for this corridor. This service would be for 3-4 roundtrips daily and we have a bus in our fleet that we could use. A big lesson learned coming out of the Hub is that we need to own the land. We would like to purchase land in Hailey for a Park & Ride

lot. This funding would allow us to do this. Our requests do represent large percentages of the funds available. We have to take the opportunity to get these funds for future use. After doing our service planning and we don't find if something works we can forfeit the funding if we don't go forward. Jane Conard asked if the Twin Falls opportunity would work for students who commute to CSI in Twin Falls. Jason Miller stated that they would be one of the targeted audiences as well as going to the Twin Falls airport. We would still have to compete for funding every other year. If we went for 5311F, would we need additional staffing and we could use our existing staff. We would also coordinate service with Twin Falls which we did work on back in the 2009-2010 timeframe. We would have to research whether we would have to secure a licensing agreement to work in Twin Falls. Dave Patrie wants to "plan to succeed" with this if we move forward. Mark Gilbert would like to increase the asking sum for the Hub. Jason Miller agrees that the Hub is a high priority need but we need to revisit the project. And Jason Miller would be comfortable asking for more funds. Wendy Crosby said that ITD is very supportive of our services and likes what we do. Jane Conard asked a question regarding the funds if a city does not get matching funds, will they lose the funds? Jason Miller said ITD would put the money back out there to be applied for. Matching funds is a big issue for Idaho. On the capital side we need 20% and operationally we need to have 35%. ITD is under pressure to get funding out the door spent appropriately with providers who have capacity to use safely and in compliance. Mountain Rides has been able to hit all of these and is the recipient of funds on multiple occasions.

**Jane Conard made a motion to approve the submittal of grant applications to the Idaho Transportation Department for Federal Transit Administration operating and capital funding that was presented in the handout with the proviso as staff determines with the board if there is opportunity to use additional funds that become available. Michael David seconded, and the motion passed unanimously. Michael David amended the main motion to increase funds for the Ketchum Hub from \$200,000 to \$400,000. Jane Conard seconded. Motion carried unanimously.**

Terry Smith of the Idaho Mountain Express asked if we will keep the original amount. It is \$312,000 less \$35,000 spent for design. The federal funds are for the existing location.

**d. Discussion item:**

*Discussion of Mountain Rides' summer/fall 2015 service plan*

Jason Miller stated that we don't recommend any changes for the adopted service plan but if the board wanted to make changes we have from now until the end of May. Summer peak season will start on June 20<sup>th</sup> and end on September 6<sup>th</sup> and all services remain with the adopted plan including the amended Green route. Mike David asked about the connection between Valley route and the Blue route to get out Warm Springs. Jason Miller stated we try to continue to make that connection better. We do not have fix for it at this point. We would like to provide better Blue 2 service year round. Kristin Derrig asked if there was potential for a later summer route. Jason Miller stated that we had some staffing issues and that there is potential to extend Blue 2 in the summer but it is dependent on some underwriting in the neighborhood of \$10,000. We would like to incorporate night changes into the regular schedule that starts in November. Dave Patrie would like to keep striving to improve the Green route for 7 day service. Steve Wolper asked with regard to priorities which has a greater demand: Blue or Green route service. Jason Miller stated that Blue route would have a higher rate of return on investment.



**5. Committee Reports**

Planning & Marketing committee reports for February and March from Steve Wolper. **Dave Patrie moved to approve the minutes from February and March. Kristin Derrig seconded and the motion passed.**

Finance & Performance committee reports for February and March from Joe Miczulski. **Susan McBryant moved to approve the minutes from February and March. Mike David seconded and the motion passed.**

**6. Staff reports**

- a. Dashboard performance reports for January 2015  
Ridership was up for January but it went down for February.
- b. Operations report
- c. Marketing and Outreach report
- d. Bike-Ped report
- e. Business Manager report

Joe Miczulski commended the staff for earning the 5% discount on our ICRMP premium. Jason Miller thanked Wendy for making that happen with all employees doing the quizzes online. Mark Gilbert stated that we would be having our Christmas party in the new South Valley facility.

f. Executive Director report

Jason Miller stated that Mountain Rides is in a good place with our funding which he hasn't felt in a long time and that ITD is being supportive. The DCC is now called the District Coordinating Group. Dave Patrie stated that BCRD is its own taxing district and receives public funds and the Galena project should be a funded solution between ITD and BCRD. Jason Miller stated that the Free Fridays in February were up about 34% and Jason thanked Kim MacPherson for staying on that.

Michael David left the meeting at 2:03pm.

**7. Consent Calendar items**

a. Approve minutes for January 21st regular board meeting. **Susan McBryant moved to approve the January 21<sup>st</sup> minutes with corrections as noted and Joe Miczulski seconded. Motions carried unanimously.**

Approve minutes for February 4<sup>th</sup> special meeting. **Dave Patrie moved to approve minutes of February 4<sup>th</sup> special meeting and Kristin Derrig seconded. Motions carried unanimously.**

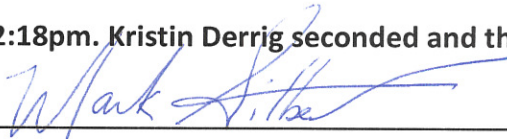
Approve minutes for March 4<sup>th</sup> special meeting. **Joe Miczulski moved to approve minutes of March 4<sup>th</sup> special meeting with corrections as noted. Dave Patrie seconded. Susan McBryant abstained. Motions carried unanimously.**

b. Receive & File financials December 2014 and January 2015

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

**8. Adjournment**

**Steve Wolper moved to adjourn the meeting at 2:18pm. Kristin Derrig seconded and the motion carried unanimously.**

  
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Chairman Mark Gilbert