



RECORDED

**REGULAR MEETING MINUTES
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, November 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: Vice – chair David Patrie (Blaine County), Secretary Steve Wolper (At-Large), Joe Miczulski (Bellevue), Kristin Derrig (Ketchum), and Becki Keefer (Hailey)

ABSENT: Chair Mark Gilbert (Sun Valley), Michael David (Ketchum), and Jane Conard (Sun Valley)

ALSO Mountain Rides Executive Director Jason Miller

PRESENT: Mountain Rides Business Manager Wendy Crosby
Mountain Rides Operations Manager Jim Finch
Mountain Rides Maintenance Manager Ben Varner
Support Specialist Kim MacPherson
Ryan Thorne, *Idaho Mountain Express*

1. CALL TO ORDER

Vice – chair David Patrie called to order the meeting of Wednesday, November 18, 2015 at 12:35pm; Secretary Steve Wolper took roll and determined that a quorum was present.

2. COMMENTS FROM THE CHAIR AND BOARD MEMBER THOUGHTS

Dave Patrie welcomed Becki Keefer as the new board member for the City of Hailey.

3. Presentation to Susan McBryant recognizing for 5 years of service to Mountain Rides

Becki Keefer said she was honored to be on the board. Joe Miczulski expressed his thanks to Susan McBryant for her five years especially when she was chairman. Dave Patrie agreed. Dave expressed his thanks for everything Susan did. Mountain Rides is a better organization for it. Kristin is fairly new to the board but stated that she has been an inspiration and has learned a lot listening to Susan. Steve Wolper stated that Susan made him a better board member. Jason Miller presented Susan with a plaque. He appreciated her leadership and learned a lot from her. From the first time he met with Susan ten years ago, she stated that we didn't have a transportation problem. As a reluctant early supporter, she eventually came to be one of our biggest supporters. Jason read the plaque:

For her support of and dedication to high quality public transportation in Hailey and beyond, we recognize Susan McBryant for her outstanding service. Throughout her years on the board, Susan has been a vocal champion and unwavering advocate for Mountain Rides.

In her role as board chair and vice-chair, Susan was a trail blazer: leading the effort to locate the south valley facility, crafting a successful strategy to solidify fluctuating federal funding, carefully navigating staff and board turnover (Jason still owes you!), encouraging staff continuing education and supporting customer information technology. As a long-standing member of the finance committee, Susan helped guide the financial development of the organization, emphasizing concise financial reporting, and fostering a strong sense of stewardship for public funding.

Susan, you have left a tremendous legacy on the course of Mountain Rides. On behalf of the board, the staff and the community, we thank you!

Jason presented Susan with a Gold bus pass, his is #1 and she gets #2. Susan was very happy about the pass. Susan said she enjoyed being on the Mountain Rides board. It was really important to have safe and reliable transportation in our community. She thanked the members before her and while she was on the board: Peter Everett, Jim Jaquet and Curtis Kemp.

Jim Finch hit a brick wall when he was with Peak bus but eventually the brick wall was softened. Wendy Crosby stated that when she started five years ago, she and Susan were the only women in the organization. Wendy thanked her for leading the effort as now almost half the board and staff is women.

City of Hailey staff present was: Heather Dawson, Mary Cone, Robyn Crotty and Pat Bennett from the City of Ketchum.

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

There were none.

5. ACTION ITEMS AND DISCUSSION ITEMS

a. Action item:

Action to approve release of Invitation for Bid 2015-11-18 for unleaded and diesel fuel purchase via card lock system

Jason Miller gave a quick overview. The committee and staff are now using a standard index. Ben Varner stated that each company was giving us a different format, judging each company a little differently. There was no real standard so we did a lot of research. The “oil price info service” is the gold standard for oil and petroleum pricing nationally. Most of the fuel in the area regionally is most likely coming out of a distribution center in Burley. The Opis can get us a daily average of what is being paid for per gallon in Burley. We expect to get responses from our potential vendors based on that average price per gallon for that day plus some cents. To subscribe to this service would cost \$114 per month to monitor the price daily.

Joe Miczulski made a motion to approve release of Invitation for Bid 2015-11-18 for unleaded and diesel fuel purchase via card lock system. Steve Wolper seconded. The motion passed unanimously. Ben Varner said other vendors are amenable to this program. Jason

Miller said we are hopeful about the vendor's willingness to bid on this process. There are some unknowns with this process. Jason Miller said we could stay with our current vendor if we don't get any reasonable bids.

b. Action item:

Action to approve award of annual vehicle tire bid for calendar year 2016

Ben Varner stated historically that we have been doing a price sampling of tires similar to what we do with parts. This year Staff decided to do an informal bid and sent to Les Schwab, Commercial Tire in Twin Falls and Tire Factory. Les Schwab sent in a complete bid, Commercial Tire's bid was incomplete and Tire Factory declined to bid. Ben made the recommendation that we go with Les Schwab for six months. These bids are more than just about price, we asked for service after the sale. Jason Miller stated that we would like to get it aligned with our fiscal year. This will come back to the board in July 2016. This is a half year contract although it is not a formal contract and we won't be signing anything.

Joe Miczulski made a motion to approve the annual tire bid award for calendar year 2016. Kristin Derrig seconded. Joe Miczulski amended the motion to be a 180 day tire bid award to Les Schwab for calendar year 2016. Kristin Derrig seconded. The amount budgeted for this tire amount for 2016 will be \$37,000 so this is not to exceed \$18,500. **The motion passed unanimously.**

d. Discussion item:

Discussion of board and committee meeting day and time for 2016

Jason Miller said there was not a time that worked for everyone. The challenge for the staff would be for the Operations and Maintenance departments would be hard as they usually get to work at 6:00am. Mornings would be a challenge as there is so much that happens first thing in the morning. Becki Keefer said she was sensitive to Steve Wolper's work schedule and challenges as well as staff challenges. Joe is flexible enough to be available in the mornings if that is an option but midday is best. Afternoons are tough for Kristin to make but she can make mornings work. Steve said it wasn't his intention to move the meetings and said having midday meetings doesn't work for board members who have jobs but it also doesn't encourage public involvement. When he is working he will not be available to come to meetings. Dave Patrie said we have three options: no change, keep Wednesday and meet in the morning or meet on Thursday mornings.

6. Committee Reports

Planning & Marketing committee report for October from Chair Steve Wolper.

This report will go to the December meeting to be approved. (No meeting in November)

Finance & Performance committee report for November from Chair Joe Miczulski.

This report will go to the December meeting to be approved.

Steve Wolper asked about the whether we should think about some procedure so that it doesn't encumber two board members if they are the only ones there. Should we be able to cancel or postpone the meetings? Jason talked about possibly having fewer committee meetings, maybe 9 or 10 a year. These meetings should go on regardless of who can make the meetings. Maybe the committee meetings can be agenda driven. Wendy Crosby stated that the Finance meetings have been a roll-up-your-sleeves working meetings.

7. Staff reports

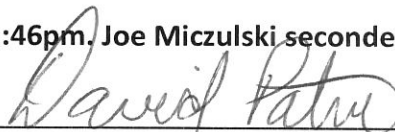
- a. Dashboard performance reports for September 2015 - Ridership is steady.
- b. Operations report – Jim Finch reported that the Hailey route is operating with a fare and there doesn't seem to be a decline in ridership. With the fare implementation with about \$30.00 per day which would put us on track for the \$6000 Hailey funding shortfall. We are training four new drivers and we on track for a good winter.
- c. Marketing and Outreach report – Kristin Derrig asked about the app and staff noted the implementation date to coincide with the funding availability. Nina Jonas promoted other forms of transportation in her newsletter. Kim MacPherson mentioned the late night Blue Route service. We will put something in the paper and will have some other outreach information.
- d. Bike-Ped report – Jason Miller mentioned the City of Hailey Main Street project with the Sonoran Institute.
- e. Maintenance report – Good news to report regarding the UTA buses, they arrived today.
- f. Business Manager report – the drivers are excited about the new buses. It has been a very busy 45 days. The auditors have been working in our offices. The south valley is looking good winding up and we hope to be in the building in January.
- g. Executive Director report – Jason is excited about the 5 year plan in progress. He would like to have the draft form out before Thanksgiving. There is a lot going on from the new schedule to new hires, all staff meeting being the best one ever and a testament to all the great work that everyone is doing.

8. Consent Calendar items

- a. Approve minutes for October 21st regular board meeting. **This will be moved to the December meeting for approval.**
- b. Receive & File financials September 2015
Joe Miczulski moved to receive and file the financials. Kristin Derrig seconded, and the motion carried unanimously.

9. Adjournment

Steve Wolper moved to adjourn the meeting at 1:46pm. Joe Miczulski seconded and the motion carried unanimously.



Vice – chair David Patrie