



RECORDED

**REGULAR MEETING MINUTES
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, April 20, 2016, 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 David Patrie (Blaine County), Mark Gilbert (Sun Valley), Steve Wolper (at-large), Secretary Joe Miczulski (Bellevue), Kristin Derrig (Ketchum), Becki Keefer (Hailey) and Anne Corrock (Ketchum)

ABSENT: Vice-chair Jane Conard (Sun Valley)

ALSO Mountain Rides Executive Director Jason Miller

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

1. CALL TO ORDER

Chair David Patrie called to order the meeting of Wednesday, April 20, 2016 at 12:30pm; Secretary Joe Miczulski took roll and determined that a quorum was present.

2. COMMENTS FROM THE CHAIR AND BOARD MEMBER THOUGHTS

Mark Gilbert asked about the master plan. Jason Miller gave an update that it is still being worked on and will be brought forward at the May meeting.

Anne Corrock stated that she brought the funding issues to the City of Ketchum meeting. She agrees with the need for consistent funding and wanted to give a heads up to the council about the 27% LOT funding that Mountain Rides is looking for.

Dave Patrie complimented staff who contributed to a great end of ski season especially for the Alpine Championships and the "corn shuttle" which was widely used and successful. Thank you to staff for making the end of season great. Maybe next year make Silver and Blue offset so they are not following each other.

Mark Gilbert acknowledged Steve Wolper for prodding us to be proactive with Sun Valley Company with respect to the Alpine Championships and staff for actually running with it and doing just that which culminated with excellent service and a letter complimenting us from the Sun Valley Company.

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

There were none.

4. ACTION ITEMS AND DISCUSSION ITEMS

a. Action item:

Action to approve allocation of FY2015 excess operating funds

Wendy Crosby stated that this was an annual exercise that we go through. We estimated what we thought the excess operating funds would be early on and included it in the budget. We put \$100,000 into the facilities fund and \$50,000 in the operations fund. We were off a little bit on our projections. The dollars were \$140,491 not \$150,000 so the reduction came out the amount retained in the operations fund. Dave Patrie stated that this was approved by the Finance & Performance committee.

Joe Miczulski made a motion to approve allocation of FY2015 excess operating funds, \$100,000 to facilities fund and \$40,491 to be retained in the operations fund, as recommended. Mark Gilbert seconded. The motion passed unanimously.

b. Action item:

Action to approve revision of Mountain Rides' FY2016 operating and capital budgets

Jason Miller stated that the process for us is adopting a budget in September and throughout the year some things change and these are the adjustments we are recommending to more accurately reflect where we should be with our overall budget. Wendy Crosby stated the key things to note are the additional expenses for Marketing & Communications plan and minor adjustments for areas running higher or lower, mainly utilities, building repairs and fuel. Ben Varner stated that our fleet needs have changed between vans and buses. Dave Patrie said that the Finance & Performance committee has reviewed this and approved it.

Mark Gilbert made a motion to approve the FY2016 REVISED operating budget of \$4,640,809.50 and total expenses of \$4,414,379.50 and to add a footnote to fund the balance for the facilities fund before the end of the fiscal year. Joe Miczulski seconded. The motion passed unanimously.

c. Action item:

Action to approve 2016 Marketing and Communications Plan

Jason Miller stated that this plan was recommended to hold over until the budget was approved. Dave Patrie asked about why we call out females being a notable market segment. Jason Miller stated that currently 75% of our Valley Route riders are female commuters. Dave Patrie asked about lower gas prices and reducing pass prices. Kim MacPherson the pass prices were reduced this past winter. Jason Miller stated that cash fares have not been reduced. The plan has been reviewed by the Marketing and Planning committee.

Joe Miczulski made a motion to approve the 2016 Marketing and Communications Plan. Mark Gilbert seconded. The motion passed unanimously.

d. Discussion item:

Discuss 2016 summer – fall bus schedule

Jim Finch stated that every 6 months we write a schedule. The new summer fall schedule will run June 18 until Thanksgiving. Summer peak season will end the Sunday after Labor Day. Due

to the savings from green route, this summer Blue 2 will start at 7:30am instead of 10:30am and Blue 2 extension until midnight. Improvements will be made for Valley route, reduce running time which will allow faster trips to get to Ketchum earlier. We are eliminating a 6:45am trip out of Ketchum but will have 30 minutes service from 6:00-8:00am. Additional trips will be added in the afternoon at 3:30 and 5:30 out of Ketchum. Jason Miller stated that all of this service fits into the adopted service plan which continues us on the course of improving service. Anne Corrock said the City of Ketchum appreciates the increased service for the Blue Route. Kristin Derrig asked about late night service after midnight. The SUNS hockey games brought a lot of people to Hailey and asked about late service on Saturday nights out of Hailey. Jason Miller stated that we would like to increase service next summer, eliminate the midday gaps and increase weekend service. Dave Patrie said that these are good improvements we are able to make in the middle of a budget year and that our goal is to keep doing that. Steve Wolper said that we are being responsive for our partners and riders.

e. Discussion item:

Discuss bus pass partnership with Blaine County School District

Jason Miller stated that the Blaine County School District budget is being discussed currently. The draft budget prepared by BCSD staff suggests eliminating the funding for external partnerships of which we are the biggest number of that \$60,000. Last year the school district did not increase funding and we instituted a \$20 student pass which worked very well. If the funding gets eliminated we will have to charge \$80-\$100 instead of \$20 for a pass for the year. The BCSD budget should be adopted in June. Dave Patrie said increasing this pass will affect families that can't afford it the most. The BCSD bus transportation program is fully reimbursed by the state so there is no incentive to change anything. They are being requested to take over Syringa school so that would change our partnership with them. We need to recognize that because of the convenience, Mountain Rides ridership has gone up. Jason Miller said we would remove the extra bus that we use but we wouldn't change the service. Board members suggested giving factual information through flyers on buses regarding what will happen if we lose the funding. Since we provide a service in the community we bear some responsibility to the community and students to make them aware of the impacts of the service if we lose the funding. There are 3 options: maintain service and funding with a \$20 pass or if we only get half the funding then the pass would have to be \$20 for half of the school year or option 3 which would be no funding then the pass would have to be in the range of \$75-\$100. Board members suggested that Mountain Rides be at the budget hearings and don't blindsides the school district and we need to do this to protect ourselves from getting criticized.

f. Discussion item:

Discuss first draft and budget concepts for development of FY2017 budget

Jason Miller stated that we know what we want to do as far as service levels go, which we want to increase by 9%. Federal funding is going up and we want to have local match. The budget season is upon us and this discussion gives us the input to make sure we are on track and will help staff go to the local funding partners and ask for local match. Wendy Crosby stated that this budget is for high level and we are looking for input on local funding requests. Mark Gilbert stated that we will need local funding for Twin Falls from Twin Falls city council and urges us to get on their agendas in order to move this forward. Jason Miller stated that there is much more research to be done on this service and the picture for our operating

budget is exclusive of this new service. These numbers in the budget are for building Valley and Blue service. Anne Corrock said that everyone has a tighter budget this year and are looking at more infrastructure needs. Anne said cutbacks may happen and we need to concentrate on local service and may not make contribution for more Valley service. Dave Patrie noted that we are managing a 9% overall service increase with a 6.6% overall increase in what we are asking for local match which is due to more federal funding. We can't take advantage of the federal funding without local match. Mark Gilbert stated that it's important to point out to our funding partners that we are able to leverage the increased federal funding. For each \$1 of local funds is matched against \$3-4 federal dollars. Steve Wolper said that a lack of leverage would result in a reduction in service. Dave Patrie noted that he liked the idea of electric buses and Ben Varner gave us some information about electric buses. Ben says that we will be going in that direction in the future. Board members suggested marketing efforts move towards looking at benefits for ridership: convenience, free wifi, parking, texting.

5. Committee Reports

Planning & Marketing committee report for March and April from Chair Joe Miczulski.

Joe Miczulski moved to approve the minutes for Planning & Marketing for March. Mark Gilbert seconded. Steve Wolper moved to approve the minutes for Planning & Marketing for April. Kristin Derrig seconded. Mark Gilbert and Joe Miczulski abstained. Motions carried.

Finance & Performance committee report for April from Chair Becki Keefer.

Becki Keefer moved to approve the minutes for Finance & Performance. Anne Corrock seconded. Motion carried unanimously.

6. Staff reports

a. Dashboard performance reports for February 2016

b. Operations report – Jim Finch wanted to address the extra service for weekends. Sun Valley Co paid for the extra service for the Alpine Championships. Service to the SUNS games next winter could be \$5 a trip, "Puck and Ride." Green route at the meadows is suffering. March ridership has been the best since 2000. We had one incident on the highway with an elk.

c. Marketing and Outreach report

d. Bike-Ped report

e. Maintenance report

f. Business Manager report – Wendy Crosby added that this week we have started using the electronic time clock. We will be able to pull lots of different reports about PTO and employee requests. Employees code their time when they log in.

g. Executive Director report – We moved from a busy winter operationally to a quieter time but need to keep the tempo going. The new maintenance employee, Murray, is working out well. Ben and Jason will be going to the CTAA conference in Portland which is a new conference for Mountain Rides. We received a nice letter from Sun Valley Company.

7. Consent Calendar items

a. Approve minutes for March 16th regular board meeting and April 6th special board meeting. **Becki Keefer moved to approve the minutes of March 16th and Joe Miczulski seconded. Mark Gilbert and Steve Wolper abstained.**

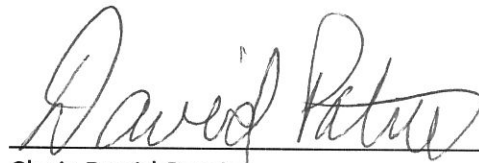
Becki Keefer moved to approve the minutes of the April 6th special board meeting. Kristin Derrig seconded. Mark Gilbert, Anne Corrock and Joe Miczulski abstained. The motions carried.

b. Receive & File February 2016 financials and bills paid

Becki Keefer moved to receive and file the financials. Joe Miczulski seconded, and the motion carried unanimously.

9. Adjournment

Steve Wolper moved to adjourn the meeting at 2:40pm. Mark Gilbert seconded and the motion carried unanimously.

A handwritten signature in cursive script, reading "David Patrie", written over a horizontal line.

Chair David Patrie