



RECORDED

**REGULAR MEETING MINUTES
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, January 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), vice – chair Jane Conard (Sun Valley), Secretary Joe Miczulski (Bellevue), Kristin Derrig (Ketchum), Becki Keefer (Hailey) and Mark Gilbert (Sun Valley)

ABSENT: Steve Wolper (At-Large) and Anne Corrock (Ketchum)

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
Mountain Rides Support Specialist Kim MacPherson
Mountain Rides Bike-Ped Coordinator Kaz Thea
Ryan Thorne, *Idaho Mountain Express*

1. CALL TO ORDER

Chair David Patrie called to order the meeting of Wednesday, January 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

Jane Conard thanked the staff for inviting her to the safety awards dinner. She enjoyed the evening very much. Becki Keefer stated that she is impressed with Mountain Rides safety record. Dave Patrie wanted to recognize the staff that operated with a smile on their faces and safely during the busy Christmas holiday season. Mark Gilbert asked about the construction on the bridge and what that poses for Operations.

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 authorization of Notice of Substantial Completion to EKC, Inc. for Bellevue maintenance and storage facility

Jason Miller stated that staff did a walk through a week and half ago with EKC contractor and design team from JHS. The building is substantially complete and Mountain Rides is very happy with the outcome. This certification means that we are NOT out of contract with EKC, this is just another step in the process which coincides with Certificate of Occupancy. Wendy Crosby stated that we will be holding back 150% of the spring items to be completed. Amount paid to date is just over \$1.7 million with a penultimate pay application for January for about \$100,000 which put us at about \$1.8 million. The spring items to be completed are about \$30,000. This puts us at about \$1,830,000 and the budget for the project was \$1,863,999 so we came in just under budget. Wendy stated that we do have a wish list and would like to spend the remaining amount of contingency on that list.

Jason stated that we are right at the budget and about two months ahead of schedule. Dave Patrie stated that we are still under contract but that this is a milestone for our south valley facility after years of work.

Mark Gilbert made a motion to give the Executive Director authorization to sign the Notice of Substantial Completion to EKC, Inc, in accordance with our contract and subject to verification of completion of punch list items. Jane Conard seconded. Jane Conard commented that there are three things to look for when building a successful project like this: it is built according to plan, comes in on time and that it comes in under budget. Mark Gilbert agreed with Jane's comments and staff is entitled to a great deal of recognition for having accomplished that. Mark Gilbert asked that staff check in with legal counsel about Idaho's law regarding recording of Substantial Completion. Getting the spring items done after the winter season does not jeopardize the project. Jason stated that we have regular meetings with our contractor and that we have zero issues with the contractor and subcontractors. Dave Patrie suggested looking in the contract prior to closing it out to check the releases of the subcontractors. **The motion passed unanimously.**

b. Action item:

Action to approve remainder of spring work to be completed by EKC, Inc for Bellevue maintenance and storage facility

These items were addressed in the previous action item.

Jane Conard made a motion to approve the list of remaining items to be completed by EKC, Inc. in the spring for the Bellevue facility and the 150% payment to be withheld by Mountain Rides until work is complete. Joe Miczulski seconded. The motion passed unanimously.

c. Action item:

Action to approve resolution to comply with grant match and regulatory requirements when applying for Federal Transit Administration funding through the Idaho Transportation Department

Jason Miller stated that this is a new version of the requirements from ITD and is designed to protect ITD within communities that don't get matching funds.

Joe Miczulski moved to approve the resolution by the Mountain Rides Transportation Authority board of directors to apply for funding, as required by the Idaho Transportation Department that requires local match and compliance. Becki Keefer seconded. Mark Gilbert stated that the board is a policy setting entity not the managing entity of the organization. He would prefer that the resolution state that the board directs Executive Management to comply

with all FTA and ITD program statutes. Jane Conard concurs with Mark's comments but the document needs a few edits. **Mark Gilbert moved to adopt resolution with proposed changes. Joe Miczulski moved to approve the resolution by the Mountain Rides Transportation Authority board of directors to apply for funding, as required by the Idaho Transportation Department that requires local match and compliance with proposed changes. Becki Keefer seconded.** Jason Miller stated that they will take the changes to ITD. **The motion passed unanimously.**

d. Discussion item:

Discuss open house and ribbon cutting event for Bellevue maintenance and storage facility

Jason Miller stated that Wendy Crosby has reached out to FTA and ITD about some potential dates. We are looking at January 28, 29 or February 1st. The group discussed their availability and chose Monday, February 1st in the afternoon at 4:00pm which will include a ribbon cutting and some speeches. Staff will reach out to the Mayor of Bellevue and invite other JPA agreement mayors.

6. Committee Reports

No meetings in January.

7. Staff reports

a. Dashboard performance reports for November 2015

b. Operations report – Jim Finch was the winner of the “Blood, Sweat and Tears” award at the banquet. Jim Finch has concerns about the decline in ridership in the Valley route with low gas prices. With the strategic plan we are looking at ways to add more service which may help drive ridership. Ridership was down a little bit for the year as was Jackson Hole's ridership. With the great snow this year, it will help our ridership. To accommodate the City of Ketchum's request for more service on the Blue Route, we needed to take service from the Green route. We are having challenges this year with the new Green and Red routes. We now have had two consecutive years with zero accidents. Maintenance is doing a great job keeping the buses on the street. The bridge construction could be a problem down the road. Town routes are up 18% and the Hailey ridership is consistent. This has been our best holiday ever and our best December in 20 years in terms of ridership where we reached over 60,000 riders. If we had one more day in the year, we would have broken the half million mark again. 2014 was the best year and 2015 the second best year in Mountain Rides history. Everyone was doing everything to make it all happen. When fuel prices rebound, we do need to think about the possibilities of increased ridership. Wendy Crosby stated that operations were mentioned in the paper about the New Years' service and we have received many accolades from riders. Jim Finch thanked the cities and their staff for all their hard work over the holidays.

c. Marketing and Outreach report – Kim MacPherson is the recipient of the “Glue” award. Jason stated that Kim is the glue that keeps us all together. Kim showed the board the Night Owl postcard that has been distributed to restaurants and bars. Jane Conard noticed the ad in the Weekly Sun about the 10 reasons you should ride the bus.

d. Bike-Ped report – Kaz Thea is the recipient of the “Game changer award” who is changing the face of biking and walking in our communities. Kaz Thea stated that the Bike-Ped master plan working group is excited about the updates that they have made to make it a working

document. She received a nice comment from Jim Slanetz of Ketchum to have the goals written down and that they are goals to reach for. The City of Hailey is really excited about the vision project and she wants to keep moving forward to implement the projects. We put the simulation video on Facebook. They have formed a citizens committee to help the mayor move forward on the projects.

e. Maintenance report – The recipient of the “Hit the Ground Running” award, Ben Varner, stated that his feet are on the ground and trying to get ahead of things in maintenance and not get behind. We’re sweating and we’re working hard. Bus 31 was outside the city hall for board members to see. Ben stated that they were thinking of getting 2 sets of on-spot chains for the buses for those days when the weather is bad so we could keep the Valley buses going. The on-spot chains are about \$5000-10,000 per set.

f. Business Manager report – The recipient of the “Knowledge and Expertise” award, Wendy Crosby, stated that we are testing new payroll software. She stated that in November we ramp up but the miles driven and the hours driven are not as high as in December.

g. Executive Director report - Jason Miller stated that he is lucky to work with this team award. We were hoping to see some capital funding but we will probably have a gap and we will continue with refurbishments on the buses. The FAST act is going up by 60% for bus replacements and the long term outlook is good.

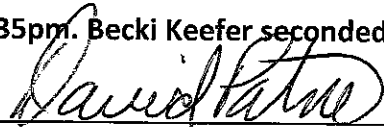
8. Consent Calendar items

a. Approve minutes for December 16th regular board meeting.

Jane Conard moved to approve the minutes of December 16th regular board meeting and Mark Gilbert seconded. The motion passed unanimously.

9. Adjournment

Mark Gilbert moved to adjourn the meeting at 1:35pm. Becki Keefer seconded and the motion carried unanimously.



Chair David Patrie