



RECORDED

**REGULAR MEETING MINUTES  
MOUNTAIN RIDES TRANSPORTATION AUTHORITY  
Wednesday, August 17, 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), Mark Gilbert (Sun Valley), Steve Wolper (at-large), Kristin Derrig (Ketchum) and Anne Corrock (Ketchum)

**ABSENT:** Secretary Joe Miczulski (Bellevue) and Becki Keefer (Hailey)

**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*

**1. CALL TO ORDER**

Chair David Patrie called to order the meeting of Wednesday, August 17, 2016 at 12:35pm; took roll and determined that a quorum was present.

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

There were none.

**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 recommendation of candidate for at – large board of directors seat*

Dave Patrie introduced the item and said there were six very good applicants that responded to the advertisement for the at – large board member seat. Of the six the group, which consisted of Dave Patrie, Steve Wolper, Jane Conard and Jason Miller, interviewed three very strong well qualified candidates. They have chosen Tory Canfield. This is a new process for the Mountain Rides board. Tory Canfield is a graduate of Cornell University and has a degree in Planning & Urban Development. She has been involved with many boards before including several transportation and alternative transportation boards. The intent of the at – large seat is very well represented. Dave Patrie publicly acknowledges and thanked the other applicants.

The other board members agree with the committee's choice for the seat.

**Mark Gilbert made a motion to approve Tory Canfield recommended by the appointed selection committee to serve as the at – large board candidate for the upcoming term that begins October of 2016. Steve Wolper seconded. The motion passed unanimously.**

**b. Action item:**

*Action to approve award of Bid 07202016 for commuter van*

Ben Varner stated this is the bid Mountain Rides released at the last meeting. Corwin Ford was the only bidder whom we have worked with in the past. The bid came in a little higher because of the mid roof van versus the low roof van. The vanpool passengers were complaining about the low roof so we wanted to accommodate them. The extra funds from the Capital Equipment Fund.

**Jane Conard made a motion to approve awarding RFP 07202016 Van to Corwin Ford per Corwin's response. We authorize staff to execute the contract in an amount not to exceed \$41,000. Kristen Derrig seconded. The motion passed unanimously.**

**c. Action item:**

*Action to approve award of Request for Proposal (RFP) 07202016 for small bus*

Ben Varner stated that this is the RFP that was approved at the July meeting. There was only one responder: Schetky Northwest. This bus is a traditional FORD Cutaway. We have asked for a not to exceed authority of \$137,000. Due to low participation for the bids, Mark Gilbert suggested the importance of getting legislative relief. He suggested that we pursue getting legislative relief for bids so that we and other transportation agencies can exercise options of bids that are put out by other transportation agencies. If the agency doesn't use their procurement that it could be passed on to another agency. Mark Gilbert would urge the board to pursue this relief in the future for Idaho.

**Kristen Derrig moved to approve awarding RFP "07202016 Bus" for a light duty bus to Schetky Northwest per Schetky's response. I authorize staff to execute the contract in an amount not to exceed \$137,000. Steve Wolper seconded. The motion passed unanimously.**

**d. Action item:**

*Action to approve release of Request for Proposal (RFP) 08172016 for bus and van tires*

Ben Varner and Jason Miller decided that the bus and van tire bids will be released separately. Mark Gilbert asked about the portion of the RFP regarding the 24 hour service which could be limiting. An FTA document should have scoring methodology for all bidders. Mark Gilbert suggested adding a scoring methodology for price and roadside service.

Ben Varner would like to award the tire bid at the September meeting.

**Mark Gilbert moved to approve the release of the tire RFPs for FY2017 with adjustments to bid documents so that we add scoring methodology for price and roadside service, extend bidding schedule, revise questions and revise schedule for bidding. Jane Conard seconded. The motion passed unanimously.**

**e. Discussion item:**

*Review and discuss the FY2017 budget with operating and capital accounts*

Wendy Crosby stated that the F & P committee has been reviewing various draft budgets since

April but this is the first time is it coming before the whole board. The highlight of the FY2017 operations budget is the additional service that includes New Galena and Airport service and continuation of 30 minute Blue service year – round.

Steve Wolper asked about the Galena funding and Jason Miller stated that the BCRD reviewed it and included in their budget for the base amount. The BCRD is asking for funds from other organizations which would be in lieu of their contribution. Jason Miller stated that the budgeting and underwriting that we and the BCRD have budgeted for is one bus. The BCRD and the SNRA are trying to solve the parking congestion at the trailheads so Jason suggests that having bus service running the whole corridor is solving the problem presented to us initially. One of the great opportunities here is to have a service to link town with a great trail experience or lunch at Galena.

Dave Patrie suggested that in the upcoming meeting with partners is the concern with people who cannot shelter while waiting for a bus.

Jane Conard said that this board has concerns about how this will be safely operated, essentially the need to have a disaster plan.

Jason Miller stated that he believes in the power of community to solve a problem if it arises. The group discussed the fares and the contributions for the Galena service.

**f. Discussion item:**

*Review and discuss the FY2017 transportation service plan*

Jason Miller said the good news is that we are able to do a lot of enhancements and exciting improvements to Blue and Valley routes primarily. Jim Finch thought this is an exciting new service plan. There will be some changes on Green route. Jim Finch has spoken with the Meadows manager and Mountain Rides will be sending out a bilingual questionnaire to all residents of the Meadows asking for their input on a possible community van service as an alternative to fixed route service. The exciting news in the industry is using Uber as an option to enhance public transit.

Dave Patrie spoke about the ridership on Green and about the continuous changes to Green route in the past and that it is not the type of service that encourages ridership even if the demand is there. He feels it is an important part of the county and we need to continue to focus on that area.

Jim Finch said that the community van could work as we currently provide a van for Community School which they pay for. We would provide a van that they could use as a community van. Jim said we carry 5 people in the morning and is just not used by the community. Jason Miller said that service could be subsidized with a van or Uber at a much lower cost.

Jim Finch said that there are a few changes for Red route by adding a demand response service for Red during slack. Summer red service will be reduced as well by 2 hours per day. Silver and Bronze routes, subsidized by Sun Valley Co, for winter will stay the same.

**5. Committee Reports**

Planning & Marketing committee report for August.

**Committee members approved the minutes for Planning & Marketing for August.**

Finance & Performance committee report for August.

**Committee members receive and file the minutes for Finance & Performance for August due to not having a quorum present.**

**6. Staff reports**

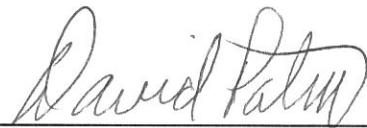
- a. Dashboard performance reports for June 2016
- b. Operations report – Jim Finch said that there was a 5% decline in ridership due to the fact that there was a fare instituted on the Hailey Route. One possibility would be to have the Hailey route be free in the summer. The Limelight shuttle is operating as a charter and has been publicly noticed.
- c. Marketing and Outreach report
- d. Maintenance report
- e. Business Manager report
- f. Executive Director report

**7. Consent Calendar items**

- a. Approve minutes for July 20<sup>th</sup> regular board meeting and July 25<sup>th</sup> special meeting  
**Mark Gilbert moved to approve the minutes of July 20<sup>th</sup> and July 25<sup>th</sup>. Jane Conard seconded. The motion passed.**
  
- b. Receive & File June 2016 financials and bills paid  
**Jane Conard moved to receive and file the financials. Mark Gilbert seconded, and the motion carried unanimously.**

**9. Adjournment**

**Steve Wolper moved to adjourn the meeting at 1:56pm. Kristin Derrig seconded and the motion carried unanimously.**



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Chair David Patrie