



RECORDED

**REGULAR MEETING MINUTES
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, September 20, 2017, 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 Jane Reister Conard (Sun Valley), Vice-chair Kristin Derrig (Ketchum), Secretary Joe Miczulski (Bellevue), David Patrie (Blaine County) (arrived late), Grant Gager (Ketchum), Becki Keefer (Hailey), Joyce Fabre (Sun Valley) and Tory Canfield (at-large)

ALSO Mountain Rides Executive Director Jason Miller

PRESENT: Mountain Rides Business Manager Tucker Van Law
Mountain Rides Maintenance Manager Ben Varner
Mountain Rides Operations Manager Mike Knudson
Mountain Rides Support Specialist Kim MacPherson
Mountain Rides Bicycle Pedestrian Program Coordinator Michael David
Peter Jensen, *Idaho Mountain Express*
Michael Pogue, Lawson, Laski, Clark and Pogue, PLLC

1. CALL TO ORDER

Chair Jane Conard called to order the meeting of Wednesday, September 20, 2017 at 12:35pm. Secretary Joe Miczulski took roll and determined that a quorum was present.

2. COMMENTS FROM THE CHAIR AND BOARD MEMBER THOUGHTS

Jane Conard recognized Jason Miller and he stated that we were successful in receiving \$500,000 grant money for the low-emission/no-emission electric bus program also known as "lowno" bus program for an electric bus. We were the only agency in Idaho to receive the funding but it is underneath the funding we will need for an electric bus. We will need closer to one million with infrastructure to make it happen.

Kristin Derrig said she has heard from many customers complaining about the bus ending so early in the slack season.

Jane Conard said she appreciated how hard everyone has been working with 2 extra meetings in August. She also wanted to recognize the board and staff and thank them for all their hard work. She wanted to give Psychic income: this is Motivation by praise, a big thank you.

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

There were none.

Joe Miczulski made a motion to move Action item 5c ahead of item 4 in the interest of our attorney being present. Becki Keefer seconded and the motion carries.

5. c. Action item:

Action to approve award of legal services, as defined in Request for Qualifications 2017-Legal Services-001

Jane Conard said there was a letter of engagement and she recognized Michael Pogue of Lawson, Laski, Clark and Pogue PLLC. Michael Pogue wanted to recognize the board and staff at Mountain Rides and for the opportunity to work with them. This is a great group and they do great things. He appreciates the opportunity to continue working with Mountain Rides.

Joyce Fabre made a motion to authorize the Executive Director to enter into an agreement for legal services with Lawson, Laski, Clark, and Pogue, PLLC, based on recommendation of Finance and Performance committee and response scoring, as amended changing the paragraph having to do with “Dispute Arbitration.” The paragraph shall read: ‘Any dispute with respect to this engagement or as to the amount of legal fees shall be submitted for final and binding arbitration in Idaho. The dispute shall be submitted for arbitration before the American Arbitration Association.’ The reason for the change is so that it doesn’t go to the State Bar of Idaho. Jane Conard doesn’t think that this would be an efficient use of Mountain Rides time and that of our attorney. **Grant Gager seconded.** This is acceptable to Michael Pogue. **The motion passed unanimously.**

Michael Pogue left the meeting.

4. Public Hearing: Mountain Rides’ fiscal year 2018 (Oct. 1st, 2017 – Sept. 30, 2018) budget including operating and capital fund revenue and expenditures

Jane Conard opened the public hearing.

Jason Miller said there were no comments received regarding the budget specifically. The comments we received are all related to service.

Public hearing has been closed.

5. ACTION ITEMS AND DISCUSSION ITEMS

a. Action item:

Action to approve Mountain Rides’ Fiscal Year 2018 (Oct. 1st, 2017 – Sept. 30th, 2018) budget including operating and capital fund revenue and expenditures

Jane Conard said they have reviewed the budget before in the Finance & Performance committee meeting.

Tucker Van Law stated that the budget was reviewed in the Finance & Performance committee with minor changes made.

Joyce Fabre stated that we should not be cutting the marketing budget, and we should be increasing it and adding an intern if possible. Tucker Van Law said that the main driver for the decrease was the website being finished.

Jason Miller stated that we have taken the external bus advertising in house and no longer will pay an independent contractor therefore the marketing budget was decreased. But we have kept the marketing budget for Mountain Rides.

Jane Conard noted that the contingency amount was lower which reflects the fact that we have limited funds and reflects the needs for more service and equipment needs.

Dave Patrie arrived at the meeting.

Grant Gager asked about the built in surplus of \$69,000 and Tucker Van Law stated it was to

help build up the facilities fund to purchase land in Bellevue and for a transit Center.

Grant Gager commended Jason and Tucker for the work they did to make the budget come together.

Grant Gager made a motion to approve adoption of the FY2018 budgets for the general operations fund, capital equipment fund, facilities fund, workforce housing fund and contingency fund with total expenditures of \$3,492,827 and total revenue of \$3,561,987. Joe Miczulski seconded. The motion passed unanimously.

b. Action item:

Action to approve Mountain Rides' 5 year capital improvement plan for 2018-2022 defining capital project goals

Jason Miller stated that there were new additions to the narrative including electric buses and coordination with Regional Bicycle and Pedestrian Infrastructure.

Kristin Derrig made a motion to approve adoption of the FY2018-2022 Capital Improvement Plan, as presented. Tory Canfield seconded. The motion passed unanimously.

d. Action item:

Action to approve purchase of 35' New Flyer bus, per existing option on previous procurement, contingent on grant funding agreement

Ben Varner showed a photo of our new "New Flyer" bus and we are all excited about it. The blue paint was put on at the factory and will try to have it ready for the October board meeting. The bus even has a skylight.

On October 1st, Jason Miller signed off on one time funding for a new bus with a July/August delivery.

Ben Varner asked that we get a signature for this order and there would be a possibility to turn this funding into an electric bus purchase.

Tory Canfield asked about bike racks that fit fatter bikes. Sportworks is testing an adapter for fat bikes.

Dave Patrie asked for clarification on the FTA funding. Ben Varner said that the funding is available on October 1 and must be used by September 2018.

Jason Miller said it is possible that we will come back to the board in October and change it to an electric bus. But there is work to be done on the purchase order and this one time funding needs to be spent by September 30, 2018.

Jane Conard asked about New Flyer and electric buses. Ben Varner said that New Flyer is demonstrating an electric bus currently and will be able to see it within the year.

Joyce Fabre made a motion to authorize the Executive director to purchase one New Flyer Xcelsior 35 foot Heavy Duty Low Floor Bus, contingent on FTA funding. Tory Canfield seconded. The motion passed unanimously.

e. Discussion item:

Discussion of 2018 service plan and customer/community survey results

Kim MacPherson spoke about the results of the survey. Through the comments we find that the community wants late night blue route and valley route service and airport service.

Airport service was the number one thing we heard about in this survey.

Dave Patrie thinks that we will need to work on parking with the cities going forward.

Jason Miller said the Jackson Hole model of Ride 2 Fly has a good model of having a parking garage that is free for people to park and take the bus.

The goal for responses was 150 and we ended up getting over 180.

Jason Miller said we will finalize the service plan at the October meeting.

Grant Gager said that airport service is an important service that we need to keep working on.

Michael David said that he thought the distance that riders are walking to the airport currently is short compared to other airports.

Jason Miller stated the service options that will be put into the service plan: Blue route late night service will end at 2am in the winter and the summer, Saturday night Valley route service, Valley route commuter trips in the morning and Red Route in winter will have an extra early morning run. We will also try to get some northbound buses into the meadows and keep the demand response service going forward. Galena will be a longer season this year with a few more additional trips running Friday through Sunday. The challenges that remain unsolved are: the demand response service for the meadows, the Sockeye square stop is unconnected to River Run, the airport, and summer Red Route service. The Hailey route connection to the airport looks possible after we look at the timing. Weekend service for the airport will be challenging. Jason gave the board a worksheet with all the options and dollar amounts for the board to vote on starting from zero. There is possibility to have Blue route access Morningstar in the summer if Red Route goes away.

Dave Patrie said that staff and board have done a great job finding the options to improve service.

Joyce Fabre suggested evening red route service if the summer daytime service gets eliminated. She likes the idea of the Blue route going to Morningstar.

Jane Conard mentioned the summer season start date and whether to start later.

Grant Gager said that according to the survey, 43% of the riders who took the survey live in Bellevue and Hailey and we may capture more ridership adding to the Valley route.

The board will look at all the options and prioritize them, send back to Jason Miller for tallying and will be discussed at the Planning & Marketing committee on October 4th. The Planning & Marketing meeting will be a joint committee meeting with the whole board to be used as a workshop discussion of the service plan.

The group took a short break.

f. Discussion item:

Discussion of draft bicycle and pedestrian capital project list

Michael David said the narrative was added to the Capital Improvement Plan. This list will become a great tool to be included in the Bicycle-Pedestrian Master Plan. The projects that are included came from the Bike-Ped master plan and are separated by the part of the county they are in. They were given a priority score as well as a difficulty score.

Joe Miczulski clarified the description for Boundary Campground and the contact for projects in Ketchum would be the Ketchum Ranger District.

Tory Canfield appreciated Michael David's letter to the editor regarding bicycle education and infrastructure.

Becki Keefer stated that none of these projects will be funded by Mountain Rides but we need to be a part of the project or plan.

Jason Miller said we continue to build our capabilities as a bike-ped resource which is a good role for us.

6. Committee Reports

Planning & Marketing committee reports for September

Committee members received and filed the minutes for Planning & Marketing for September. Joe Miczulski and Tory Canfield abstained.

Finance & Performance committee reports for September

Committee members approved the minutes for Finance & Performance for September. Grant Gager abstained.

7. Staff reports

a. Dashboard performance reports for July 2017

b. Operations report

c. Marketing and Outreach report

d. Bike-Ped report – The helmets are funded through the Safe Routes to School grant and St. Luke’s Foundation.

e. Maintenance report

f. Business Manager report – The new health insurance program was well received by the employees even given that we are requiring an additional contribution.

g. Executive Director report – Jason Miller said the Health insurance was well received and Tucker Van Law did a lot of work to get it done. Ben Varner has managed a lot of great improvements around the shop in Ketchum. There are great things happening in operations. We had a good tour for the ITD folks at our new facility. Kim MacPherson has taken on the bus advertising.

Jane Conard wanted to give kudos to all the staff.

8. Consent Calendar items

a. Approve minutes for August 16th regular board meeting and August 10th and 30th special board meetings

b. Receive & File July 2017 financials and bills paid

Dave Patrie moved to approve the consent calendar. Joyce Fabre seconded. The motion passed.

9. Adjournment

Tory Canfield moved to adjourn the meeting at 2:58pm. Kristin Derrig seconded and the motion carried unanimously.


Chair Jane Reister Conard