



Mountain Rides Transportation Authority

PUBLIC NOTICE

Regular Meeting of the Board of Directors

Wednesday, Aug 17, 2022, 1:00 pm

The Community Meeting Room

Ketchum City Hall

191 5th St. West, Ketchum, ID 83340

You may join the meeting from your computer, tablet, or smartphone:

<https://ketchumidaho-org.zoom.us/j/88588394140>

Or dial in using your phone: [\(253\) 215-8782](tel:2532158782)

Webinar ID: 885 8839 4140

Mountain Rides Board of Directors

Chair Melody Mattson (at-large); Vice-Chair Tom Blanchard (Bellevue); Secretary Rick Webking (Sun Valley); Kathleen Kristenson (Blaine Co.); Martha Burke (Hailey); Kristin Derrig & Neil Bradshaw (Ketchum); Peter Hendricks (Sun Valley)

Agenda

1. **Call to Order**
2. **Comments from the Chair, Members, and Staff**
3. **Public comment re: Items not on the Agenda (and questions from the press)**
4. **Action item:** Consent Agenda (**p. 2**)
 - a. Approve: Minutes of Regular Board Meeting, July 20, 2022 (**p. 3-6**)
 - b. Receive/file: Performance Dashboard Report for July 2022 (**p. 7-10**)
 - c. Receive/file: Reports from Director, Assets & Planning; Director, Outreach and Operations Support; Director, Finance & Administration; Manager, Transit Operations; & Executive Director. (**p. 11-17**)
5. **Action item:** Approve Professional Services Agreement for Cultural Resources Report & Technical Memo (**p. 18-19**)
6. **Discussion item:** FY23 Salaries + Wages (**p. 20-21**)
7. **Discussion item:** Items of Interest (**p. 22**)
8. **Adjourn**

Public information regarding agenda items is available from the Mountain Rides' office at 800 1st Ave. North, Ketchum, or 208-788-7433. Any person needing special accommodation to attend the above-noticed meeting should contact Mountain Rides two days prior to the meeting at 208-788-7433.

Mountain Rides Consent Agenda Item Summary

Date:

Aug 17, 2022

From:

MRTA Staff

Action Item:

4. Consent Agenda

Committee Review:

☒ Yes ☐ No

Committee
Purview:

Finance & Performance; Planning & Marketing

Previously
discussed at board
level:

☐ Yes ☒ No

Recommended
Motion:

I move to approve, adopt, receive, and file the Consent Agenda.

Fiscal Impact:

NA

Related Policy or
Procedural Impact:

NA

Background:

- a. Approve: Minutes of Regular Board Meeting, July 20, 2022
- b. Receive/file: Performance Dashboard Report for July 2022
- c. Receive/file: Report per:
 - 1) Director, Assets & Planning (Ben Varner)
 - 2) Director, Transit Operations (Kim MacPherson)
 - 3) Director, Finance & Administration (Tucker Van Law)
 - 4) Manager of Transit Operations (Jamie Canfield)
 - 5) Executive Director (Wally Morgus)



RECORDED

**REGULAR MEETING MINUTES
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, July 20, 2022, 1:00 p.m.
Conference Call and in person, Ketchum City Hall, Ketchum**

The Mountain Rides Transportation Authority's Board of Directors met in a Regular Meeting in person and on a conference call.

PRESENT: Chair Melody Mattson (at-large), Vice-chair Tom Blanchard (Bellevue), Secretary Rick Webking (Sun Valley), Peter Hendricks (Sun Valley), Kathleen Kristenson (Blaine County), Martha Burke (Hailey), and Neil Bradshaw (Ketchum)

NOT PRESENT: Kristin Derrig (Ketchum)
Juan Martinez, Ex-officio Board Member, City of Hailey

ALSO PRESENT: Mountain Rides Executive Director, Wally Morgus
Mountain Rides Director, Finance & Administration, Tucker Van Law
Mountain Rides Director, Assets & Planning, Ben Varner
Mountain Rides Director, Operations and Outreach, Kim MacPherson
Mountain Rides Admin Coordinator, Jerry Garcia

1. CALL TO ORDER

Chair Melody Mattson called to order the meeting of Wednesday, July 20, 2022, at 1:02 pm via conference call and in person at the Ketchum City Hall. Secretary Rick Webking determined that a quorum was present.

2. COMMENTS FROM THE CHAIR, BOARD MEMBERS, and STAFF

Wally Morgus thanked the Ketchum streets department for moving the main street stop out of the construction as quickly and efficiently as they did.

Ben Varner also thanked the Hailey Street department for all the red curbs.

Tom Blanchard asked about the progress with the new shelters on Main Street in Bellevue.

Ben Varner said he would reach out to the new public works director and have more details for the next committee meetings.

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

Peter Hendricks said that ridership improved dramatically on the valley route and vanpool. Kim MacPherson said the valley route ridership is the largest it has been in the last twelve years.

Peter Hendricks asked if there were any comments about the silver route and if the schedule is ready to handle any activities that Sun Valley might have Wednesday nights.

Kim MacPherson said that the silver route started slow, but people are using it more daily, and the silver route will run late on Wednesday nights.

Wally Morgus said they might also run late on Tuesdays because of the Farmers Market.

Neil Bradshaw said he appreciates Mountain Rides staff for adjusting the silver route schedule, so now there is a route every fifteen minutes connecting Sun Valley and Ketchum.

4. Consent Calendar items

- a. Approve: Minutes of Regular Board Meeting, June 15, 2022.
- b. Receive/file: Performance Dashboard report for June 2022.
- c. Receive/file: Minutes of Planning and Marketing Committee Meeting, July 6, 2022
- d. Receive/file: Minutes of Finance & Performance Committee Meeting, July 6, 2022
- e. Receive/file: May 2022 Operating, Financial Statements, and Bills Paid.
- g. Receive/file: Reports from Director, Assets & Planning; Director, Transit Operations; Director, Finance & Administration; Manager, Transit Operations; Manager, Mobility Programs & Resiliency; Executive Director

Neil Bradshaw moved to approve, receive, file, and adopt the Consent Agenda. Peter Hendricks seconded. The motion passed.

5. ACTION ITEM:

FY23 Pool of Funds for Salary+Wage Adjustments

Wally Morgus said that this was discussed in both committee meetings, and this is a hybrid of what each committee agreed upon and came up with, and they put it up as a motion. Wally stated that Tucker Van Law went back and looked at proposed raises and the number and made sure that that number was within budget.

Peter Hendricks asked Wally to explain how they arrived at \$166,000.

Wally said that was an 8.3 percent increase in fiscal 2022 salaries and wages.

Tom Blanchard asked Wally if they had any slack on the \$166,000 to negotiate with employees who might have other opportunities.

Wally said that if they get to that point, they will have to go back to the board and look at opening the budget.

Neil Bradshaw asked Wally if they have the visibility, just for the records, to split the \$166,000 into what is recurring and what is one-time.

Wally said they do not have explicit visibility but intend to distribute it as raises.

Neil stated that what is being presented now is different from what was presented at the finance committee meeting, where the intent was to give a mix of a raise and bonus.

Rick Webking said he was at the finance committee meeting and understood the same as Neil.

Tucker Van Law said that the raises would be based on performance, and not all employees might get the 8.3 percent, but they need to do as much as possible to retain their employees.

Neil stated that Wally said they would consider a combination of bonuses and ongoing raises.

Wally said that he might have started with, as Tucker said, looked at a combination of both.

Peter Hendricks said that he would like to see it broken down into base/bonus and merit increases, then that would give an option for next year.

Tom Blanchard said that he supports the administration in making the decision, and if they get to a pinch point next year, they have the power to handle it. Tom also said he does not want to think of apprehension of future problems affecting their decisions today when they have the

flexibility to do what is right, and if they feel they need to cut back, they will do it because that is their job.

Neil said that the issue between base and bonus is the bonus does not have to be renewed, and if everything is put into base, you will have to cut salaries.

Peter said that it would be more difficult to take back the money.

Martha Burke asked the board if they trusted the senior management to do the right thing.

Neil said he doesn't think it is very easy to cut salaries.

Martha asked if they were willing to jeopardize maintaining the staff they have in place or lose them to other jobs. If they lose them, there will be nothing to talk about.

Tom said the number the employee receives is very important, but how it gets classified, base, COLA, or merit will give them some flexibility down the road. Tom said it is not a matter of trusting or questioning management. They are just giving directions, as the board of directors, in which way they would like to see things.

Neil said the total compensation would stay the same at \$166,000 is just how it is presented. It can be managed for fiscal responsibility going forward but presenting it as a bonus will give them flexibility and some control.

Kathleen Kristenson said they decided to trust the management and refer to them on these matters, but if they decided that this is best for their staff, she supports them.

Wally said they would budget a raise pool and a bonus pool, each of which will show up next year as they evaluate funding and budget for the subsequent year.

Peter Hendricks made a substitute motion to approve the \$166,000 as the pool of funds available for FY23 salary and wage adjustments and asked senior management to come back at the next meeting and suggest a proportional split between base salary and bonus. Neil Bradshaw seconded. Peter stated that this was a clarification that some of the board members are asking senior management to identify the split between base salary and bonus, and they will vote again on another motion. They are not voting against the \$166,000 but they will be voting for or against the classification of the money going to the employees.

Tom asked if that implied that Wally could decide that 8.3 percent needs to go to base salary.

Neil said they are advising that they would like to see a split.

If the motion passes then they will advise to split. If the motion does not pass, they will go back to the previous motion.

Roll call vote: for the substitute motion, Neil Bradshaw, yes, Peter Hendricks, yes, Rick Webking, yes, Melody Mattson, no, Tom Blanchard, no, Kathleen Kristenson, no, Martha Burke, no. The substitute motion did not pass.

Kathleen Kristenson moved to approve \$166,000 as the pool of funds available for FY23 salary and wage adjustments and to empower Mountain Rides' senior management to fairly and rationally distribute the pool of funds among all employees of Mountain Rides. Martha Burke Seconded. Neil Bradshaw and Peter Hendricks opposed. The motion passed.

6. ACTION ITEM:

MRTA FY22 Revised Org Chart

Wally Morgus presented a few internal moves, including promoting Jamie Canfield into the Director, Transit Operations position up from his manager spot. Wally also talked about increasing the number of directors and promoting Murray Walsh into the position of Certified Mechanic/Specialist.

Neil Bradshaw moved to approve and adopt Mountain Rides' Positions & Payscale Structure and Organizational Chart, both as amended 7/20/2022. Martha Burke seconded. The motion passed.

7. ACTION ITEM:

FY22 Salary+Wage Adjustments.

No comments

Neil Bradshaw moved to approve the salary and wage adjustments, effective August 1, 2022, for the Specified Employees of Mountain Rides. Peter Hendricks seconded. The motion passed.

8. DISCUSSION ITEM:

BoD Items of Interest

No Comments

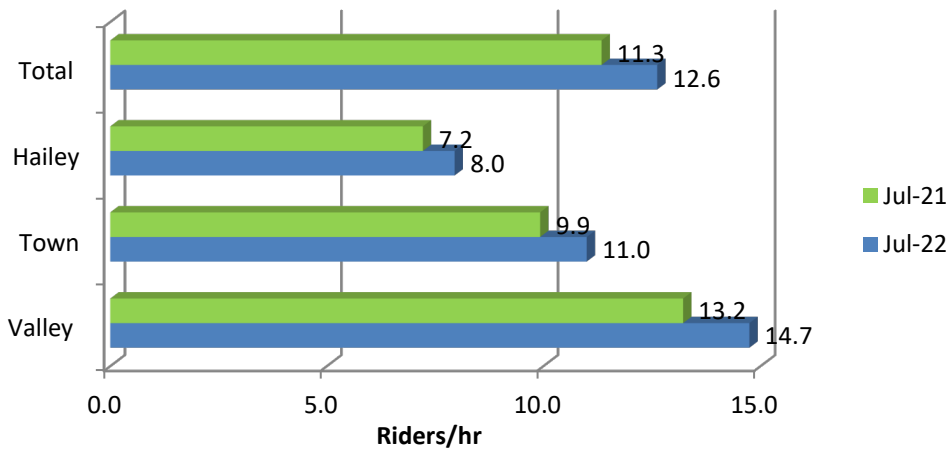
9. ADJOURNMENT

Neil Bradshaw moved to adjourn the meeting at 1:53 pm. Peter Hendricks seconded. The motion carried unanimously.

Chair Melody Mattson

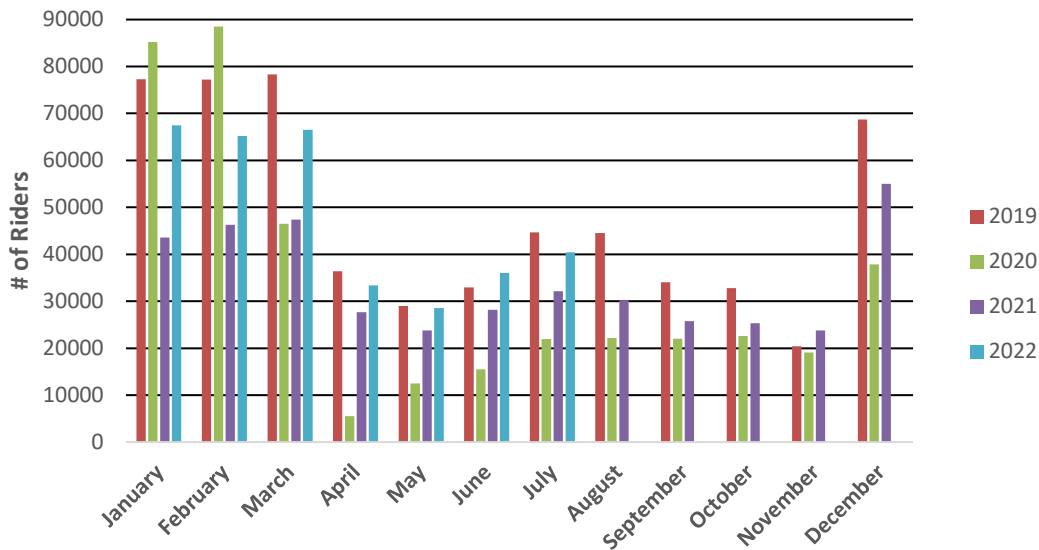
PERFORMANCE DASHBOARD - RIDERSHIP, JULY 2022

Ridership per hour



Definition: One way rides for the month divided by the number of bus revenue service hours for the month (aka productivity) - being higher than goal is good. 15 is a reasonable goal for a resort-rural fixed route system.

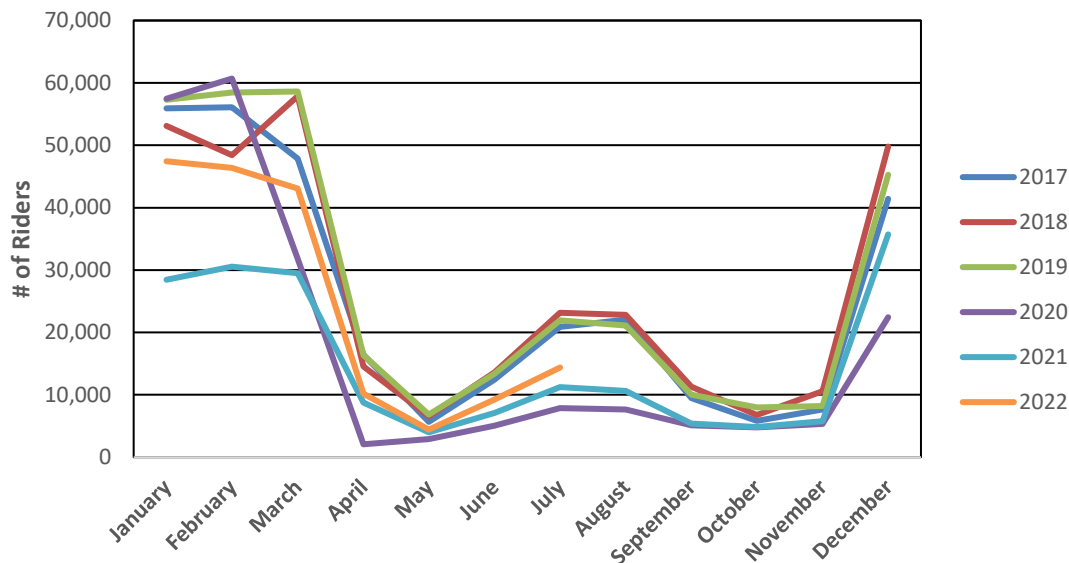
Total Ridership by Month



2022 YTD Ridership
337602
2021 YTD Ridership
249026
2020 YTD Ridership
273951
2019 YTD Ridership
378741
2018 YTD Ridership
356971

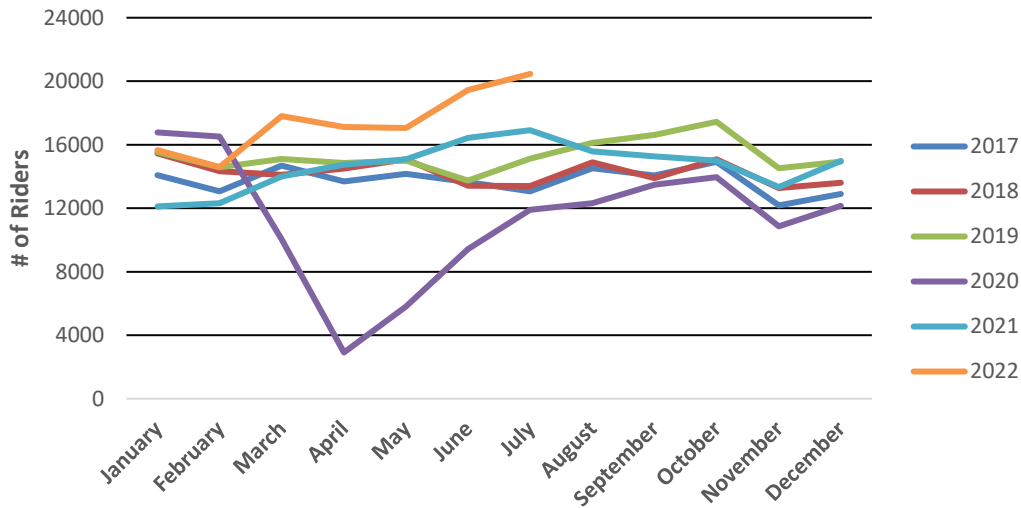
Definition: Monthly ridership compared with one year ago, two years ago and the 5 year average.

Town Routes

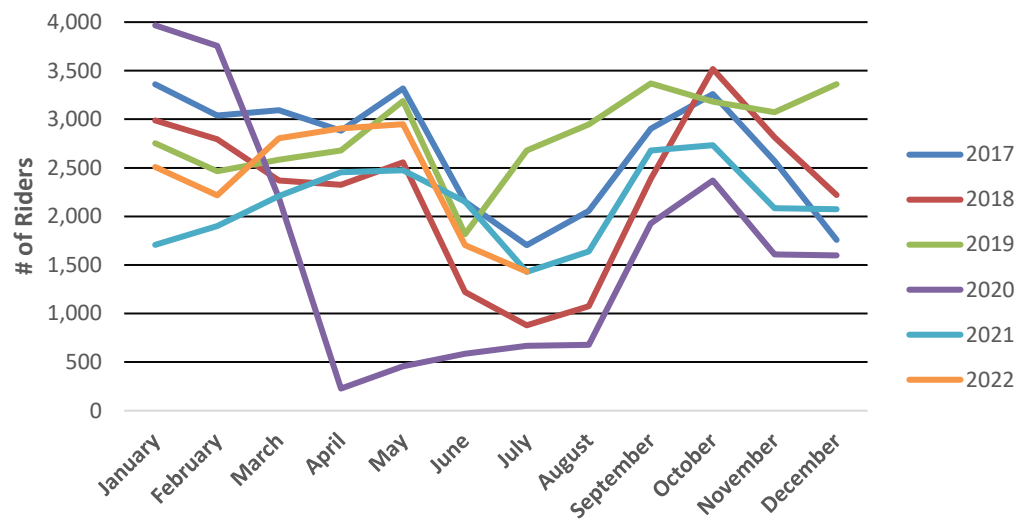


PERFORMANCE DASHBOARD - RIDERSHIP BY ROUTE, JULY 2022

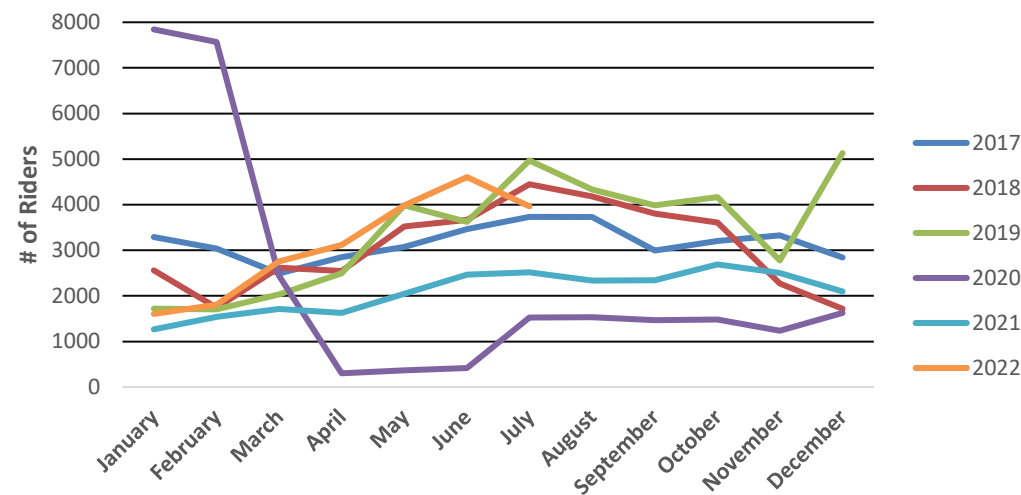
Valley Route



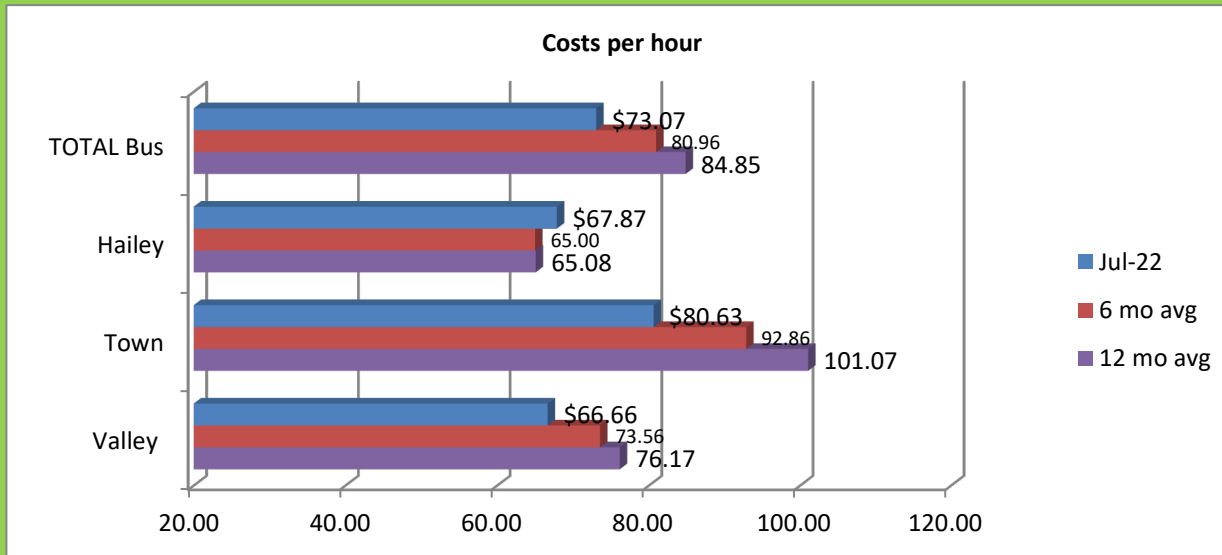
Hailey Route



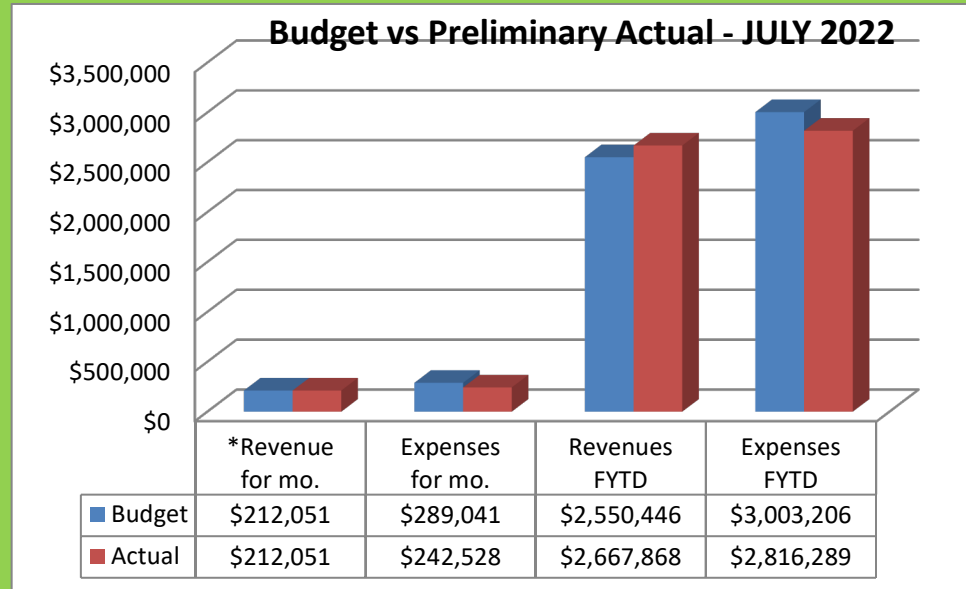
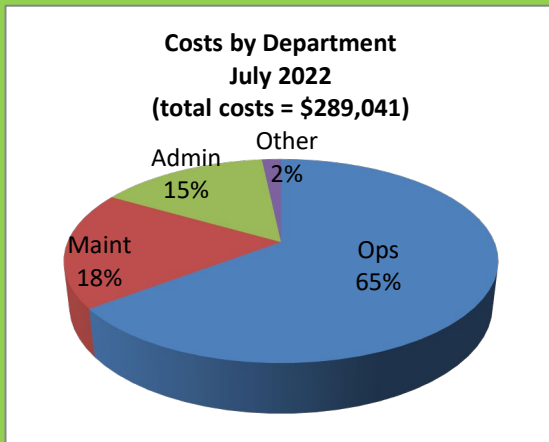
Vanpool



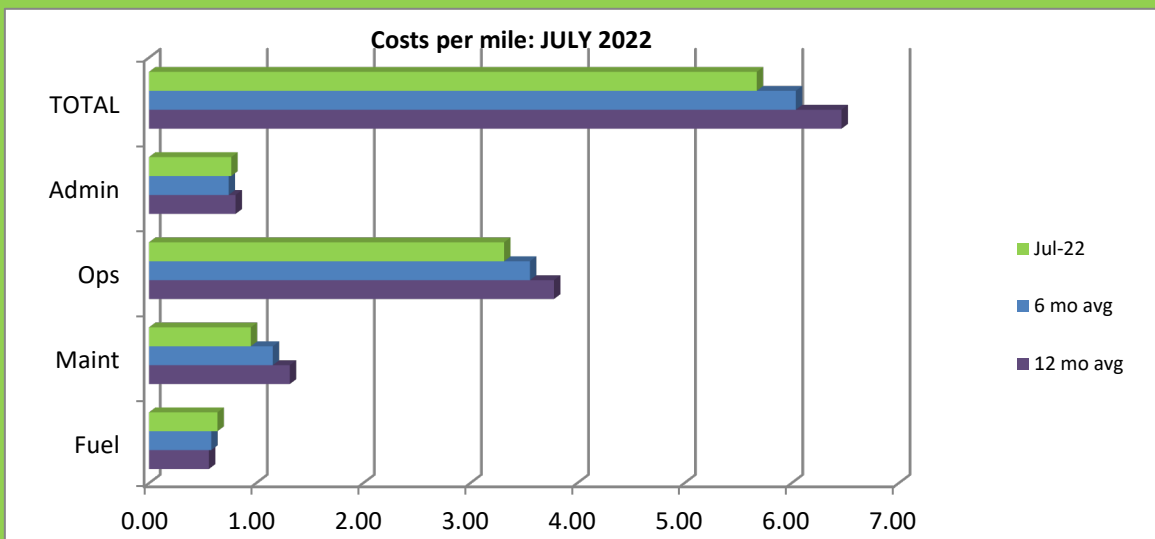
PERFORMANCE DASHBOARD - FINANCIAL, JULY 2022



Definition: Monthly costs divided by the number of bus revenue service hours operated for the month. Being lower than goal is good. Monthly numbers are compared to 6 and 12 month averages in order to give a longer time period for reference (monthly fluctuations can be great).

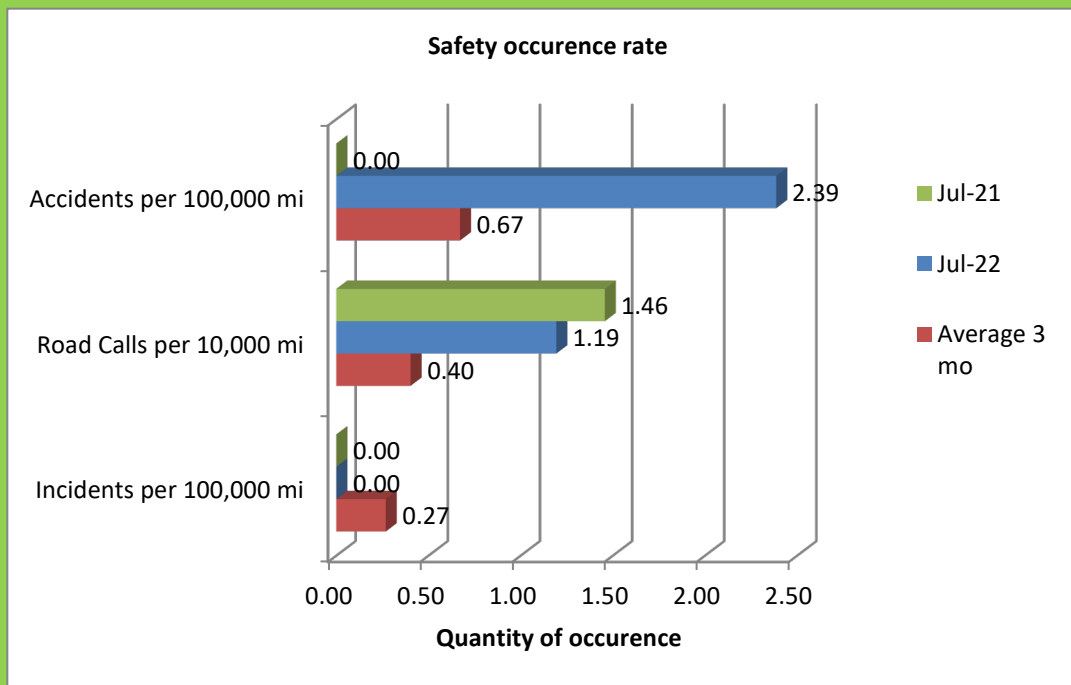


***Revenues reflect budgeted amounts**



Definition: Costs for services are taken in total for the month and then divided by the mileage operated for the month. Costs are also calculated for each department to show the contribution to costs per mile. The budget is established based on historical averages and what is reasonable on a statewide basis for a rural fixed route system.

PERFORMANCE DASHBOARD - SAFETY, JULY 2022



Definition: This is the rate at which these safety related items are happening at a rate that is consistent with industry

Safety	May-22	Jun-22	Jul-22
Incidents	1	1	0
Accidents	2	1	2
Road Calls	1	1	1

Incident is defined as an event that involved a minor collision, injury or altercation that may have caused physical damage or injury (less than \$200) to MRTA property or persons only. No outside parties involved.

Accident is defined as an event that caused damage to one or more MR vehicles or property in excess of \$200 OR damage to vehicles, property or persons unrelated to MRTA in any amount.

Road Call is defined as a vehicle that is taken out of revenue service because of a need for unscheduled maintenance.

**MAINTENANCE DAYS WITHOUT
A LOSS TIME ACCIDENT OR
INJURY: Current**

1176

Includes July

Previous record 1996 days

Mountain Rides Staff Report

Date: 08/17/2022

Staff Member: Ben Varner

Department: Assets & Planning

Department Highlights from the Previous Month:

Final DEQ reimbursements were received and the program has closed out. It was a lot of work and unlike any program we have previously been a part of, but well worth it. The Idaho DEQ staff was great to work with. Tucker, Carlos, and Wally all contributed a great amount of effort towards our success. The DEQ program was a key part of our EBus Pilot funding.

Progress on projects/initiatives:

I visited Spokane Transit to tour their facilities. Their newest facility is purpose-built for electric buses. I brought back some good ideas but it is also good to note that we were already on a great track.

Architect has started working with us on the new building. Site visits to both facilities were concluded as part of a "current facility" audit. Full wish list and priorities have been discussed and conceptual work now begins.

Work with Bellevue URA on two shelter sites is moving forward. One site/shelter will possibly be completed before winter.

Challenges/ Opportunities:

FTA NEPA process for the new Bellevue building is ongoing but hit a bump in the road this month. Today's action item will help keep things moving. At this point, the project should remain on schedule (late 2023 construction completion). Our schedule is tight but at this point is still doable.

Maintenance Department is working closely with New Flyer on EBus "high-temp warning" issue. In-depth testing on each bus starts 8/15.

Mountain Rides Staff Report

<u>Date:</u>	<div>08/17/2022</div>
<u>Staff Member:</u>	<div>Kim MacPherson</div>
<u>Department:</u>	<div>Outreach and Operations Support</div>
<u>Department Highlights from the Previous Month:</u>	<div>I am on vacation and working vacation on the East Coast. I visited one Transit Agency in Vermont and will be going to the CTAA SUN conference on August 17th in Manchester, NH.</div>
<u>Progress on projects/initiatives:</u>	<div></div>
<u>Challenges/ Opportunities:</u>	<div></div>

Mountain Rides Staff Report

Date: 08/17/2022

Staff Member: Tucker Van Law

Department: Finance & Administration

Department Highlights from the Previous Month:

Cash flow is good with no delays in Federal Funding or Local Funding.

Payroll and Maintenance costs, two of our largest expenses, continue to be under budget.

Progress on projects/initiatives:

ITD Site Review August 15, 2022. Requested site review packet and documents have been provided to ITD ahead of the in person site review on August 15.

Final draft of the FY2023 budget will be brought to committees and the full board in September for adoption.

Review and update of the employee manual is in process.

Challenges/ Opportunities:

Fuel expense was 5k over budget in July. This variance is misleading because we received 12K from the State of Idaho for our diesel tax refund. These refunds are budgeted and expected but the timing of receipt of these funds varies. Without the diesel tax refund we would have been 17k over budget in July. YTD fuel expense is 53k over budget.

Mountain Rides Staff Report

Date: 08/17/2022

Staff Member: Jamie Canfield

Department: Transit Operations

Department Highlights
from
the Previous Month:

We hired a new driver (Teena Haslam).

Progress
on projects/initiatives:

Ordered new TAPTCO training modules for upcoming training of new drivers. These are up to date with the new FMCSA/FTA training guidelines.

Challenges/
Opportunities:

Response to the Drivers ads in IME and Indeed have been slow coming in. I'm calling the one applicant that sent his resume in.

Mountain Rides Staff Report

Date:

Aug 17, 2022

Staff Member:

Wally Morgus, Executive Director

Department:

Executive Director / Administration

Department Highlights from the Previous Month:

- 1) FY22 RAISE Grant of \$12,424,000 awarded by USDOT to MRTA (via ITD-PT). Will be matched by \$3,106,000 of ITD TECM funds. Wood River Mobility Corridor Improvements Project now has \$15,530,000 of underwriting and can proceed.
- 2) FY23 Funding Requests moving smoothly, on-schedule through joint powers' FY23 budget processes.
- 2) Received official notice (letter from ITD-PT) of award of 5311 funding to MRTA for the FY23+FY24 cycle equal to \$4,114,024 (\$2,057,012 per fiscal year), which manifests a "plus-up" of ~\$500K from the preliminary award of ~\$3.6M. Great news, much needed, and much appreciated!
- 3) Contra-highlight: BEBs are out-of-service as maintenance team performs comprehensive testing to ascertain the source of the problem triggering an overheating warning on the buses and batteries and then implements remedies to correct the problem. SAFETY!

Progress on projects/initiatives:

Preliminary discussions (and understanding) with City of Ketchum (City Administrator, City Planner) regarding details for relocation and upgrading of our Main Street/4th Street bus stops in conjunction with the redevelopment being done in the block between 4th Street and 5th Street on the east side of Main Street.

Continuing conversations with aecom (Boise), ITD's consulting engineering firm, re:SH75 infrastructure projects, including public transit components, planned for the next 5 - 6 years and to be funded by the State's TECM Program (Transportation Expansion and Congestion Mitigation).

Proceeding with "cultural survey" as part of the NEPA process and at the request of FTA-Region X, on our Bellevue property, site of our to-be-built expanded Bellevue depot.

Challenges/ Opportunities:

Transit infrastructure build-out, including funding for same.

Fleet electrification.

Mobility options for underserved neighborhoods (in the cities and county).

Long-term capital investment plan, including underwriting thereof.

WOOD RIVER VALLEY MOBILITY CORRIDOR IMPROVEMENTS

RAISE AWARD AMOUNT: \$12,424,000

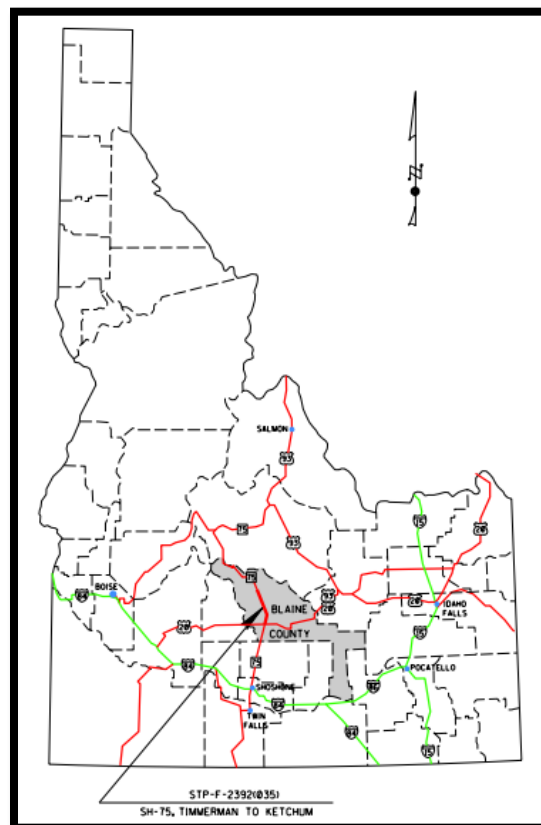
APPLICANT: IDAHO TRANSPORTATION DEPARTMENT

STATE: IDAHO

RURAL

Project Description: The project will improve transit-oriented infrastructure at four intersections with ID-75 in the Wood River Valley Mobility Corridor: Ohio Gulch Road, East Fork Road, South Broadway Run, and Elkhorn Road. The improvements include bus pullouts, bus stops, passenger shelters, a park-n-ride, sidewalks, shared-use pathways, and shared-path tunnels/underpasses.

Project Benefits: The project corridor currently has limited to no access to public transportation and average daily travel volume that is 10 times higher than other county roads due to the proximity to tourism destinations. The project will provide pedestrians, cyclists, skiers, commuters, and others with safe access to the Wood River Trail System. In addition to supporting tourism, the project will make transit connections to new housing developments for the local workforce. It will benefit the underserved, overburdened, and disadvantaged communities nearby by providing access to zero-fare and zero-emission transit services.



Mountain Rides
Ridership by Route
Jul 31, 2022

FYTD @ Jul 31										
Route	FY19	FY20	FY21	FY22	FY22 : FY21		FY22 : FY20		FY22 : FY19	
Blue	182,969	133,010	91,752	124,248	+32,496	135.4%	- 8,762	93.4%	- 58,721	67.9%
Valley	145,929	120,557	138,601	166,977	+28,376	120.5%	+46,420	138.5%	+21,048	114.4%
Hailey	26,721	21,926	19,906	23,610	+ 3,704	118.6%	+ 1,684	107.7%	- 3,111	88.4%
Red	15,144	9,386	8,470	10,306	+ 1,836	121.7%	+ 920	109.8%	- 4,838	68.1%
Bronze	14,622	10,476	10,423	14,048	+ 3,625	134.8%	+ 3,572	134.1%	- 574	96.1%
Silver	45,897	41,938	22,100	38,662	+16,562	174.9%	- 3,276	92.2%	- 7,235	84.2%
Gold	40,574	34,378	18,374	32,890	+14,516	179.0%	- 1,488	95.7%	- 7,684	81.1%
Magic Valley	-	-	243	1,420	+ 1,177	584.4%	+ 1,420	0.0%	+ 1,420	0.0%
Galena	898	993	968	723	- 245	74.7%	- 270	72.8%	- 175	80.5%
Total	472,754	372,664	310,837	412,884	+102,047	132.8%	+ 40,220	110.8%	- 59,870	87.3%

Route	January				February				March				FY Q2			
	FY19	FY20	FY21	FY22	FY19	FY20	FY21	FY22	FY19	FY20	FY21	FY22	FY19	FY20	FY21	FY22
Blue	29,287	29,609	13,584	20,758	28,351	29,097	14,357	20,515	29,135	16,037	13,981	20,402	86,773	74,743	41,922	61,675
Valley	15,529	16,773	12,114	15,666	14,583	16,519	12,311	15,051	15,102	10,040	14,008	17,801	45,214	43,332	38,433	48,518
Hailey	2,755	3,967	1,707	2,508	2,465	3,755	1,902	2,521	2,585	2,191	2,211	2,624	7,805	9,913	5,820	7,653
Red	3,725	2,959	1,843	2,753	3,902	3,034	2,411	2,756	3,537	1,268	2,078	2,497	11,164	7,261	6,332	8,006
Bronze	3,137	3,284	2,426	3,529	3,767	3,570	2,830	3,669	3,823	1,631	2,906	3,418	10,727	8,485	8,162	10,616
Silver	10,428	11,239	4,939	10,153	10,452	12,602	5,290	9,904	10,754	6,756	5,627	8,779	31,634	30,597	15,856	28,836
Gold	10,368	9,975	5,264	9,854	11,837	12,021	5,342	9,234	11,280	6,086	4,879	7,989	33,485	28,082	15,485	27,077
Magic Valley	-	-	-	248	-	-	-	201	-	-	-	226	-	-	-	675
Galena	372	390	413	389	168	369	307	310	111	30	-	-	651	789	720	699
Total	75,601	78,196	42,290	65,858	75,525	80,967	44,750	64,161	76,327	44,039	45,690	63,736	227,453	203,202	132,730	193,755
Year-over-Year		103.4%		54.1%		107.2%		55.3%		103.7%		139.5%		89.3%		146.0%

Route	April				May				June				FY Q3			
	FY19	FY20	FY21	FY22	FY19	FY20	FY21	FY22	FY19	FY20	FY21	FY22	FY19	FY20	FY21	FY22
Blue	12,711	2,073	6,423	7,834	6,834	2,931	3,992	4,773	13,367	5,039	7,077	9,234	32,912	10,043	17,492	21,841
Valley	14,889	2,913	14,757	17,114	14,988	5,800	15,075	18,135	13,740	9,433	16,432	19,445	43,617	18,146	46,264	54,694
Hailey	2,680	228	2,454	2,907	3,189	458	2,474	3,023	1,817	588	2,151	1,703	7,686	1,274	7,079	7,633
Red	442	-	304	246	-	-	-	-	-	-	-	-	442	-	304	246
Bronze	1,645	-	807	1,176	-	-	-	-	-	-	-	-	1,645	-	807	1,176
Silver	1,586	-	1,211	925	-	-	-	-	-	-	-	-	1,586	-	1,211	925
Gold	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Magic Valley	-	-	50	83	-	-	37	103	-	-	58	112	-	-	145	298
Galena	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	33,953	5,214	26,006	30,285	25,011	9,189	21,578	26,034	28,924	15,060	25,718	30,494	87,888	29,463	73,302	86,813
Year-over-Year		15.4%	498.8%	116.5%		36.7%	234.8%	120.7%		52.1%	170.8%	118.6%		33.5%	248.8%	118.4%

Route	July				August				September				FY Q4			
	FY19	FY20	FY21	FY22	FY19	FY20	FY21	FY22	FY19	FY20	FY21	FY22	FY19	FY20	FY21	FY22
Blue	21,917	7,869	11,177	13,268	-	-	-	-	-	-	-	-	21,917	7,869	11,177	13,268
Valley	15,116	11,905	16,913	20,460	-	-	-	-	-	-	-	-	15,116	11,905	16,913	20,460
Hailey	2,678	669	1,429	1,431	-	-	-	-	-	-	-	-	2,678	669	1,429	1,431
Red	-	-	39	33	-	-	-	-	-	-	-	-	-	-	39	33
Bronze	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Silver	-	-	-	1,097	-	-	-	-	-	-	-	-	-	-	-	1,097
Gold	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Magic Valley	-	-	98	145	-	-	-	-	-	-	-	-	-	-	98	145
Galena	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	39,711	20,443	29,656	36,434	-	-	-	-	-	-	-	-	39,711	20,443	29,656	36,434
Year-over-Year		51.5%	145.1%	122.9%		0.0%	0.0%	0.0%		0.0%	0.0%	0.0%		51.5%	145.1%	122.9%

Mountain Rides Agenda Action Item Summary

Date:

08/17/2022

From:

Ben Varner

Action Item:

5. Approve Professional Services Agreement for Cultural Resources Report & Technical Memo

Committee Review:

☐ Yes ☒ No

Committee
Purview:

Previously
discussed at board
level:

☐ Yes ☒ No

Recommended
Motion:

I move to approve a professional services contract with Jacobs not to exceed \$20,000 and authorize the Executive Director to execute the contract.

Fiscal Impact:

FY 22 Facilities Fund, FY 23 Facilities Fund

Related Policy or
Procedural Impact:

Idaho State Code-Professional Services procurement

Background:

MRTA was awarded funding in April 2022 to build a new Bus Storage and Maintenance Facility next to our current Bellevue Facility. As part of the process, FTA requires a NEPA Categorical Exclusion application. The application was filed with the FTA earlier this year. As part of the review process, FTA has requested that a "Cultural Resources Report and Technical Memo" be added to our application. The report must be written by a qualified professional.

MRTA legal counsel advised that this is a "professional services contract" and therefore exempt from bidding/procurement requirements.

MRTA staff communicated with three well-known firms and reached out to a fourth that didn't respond.

Jacobs responded, consulted with MRTA staff, and provided a scope that meets the FTA requirements.

This will be a T&M contract, and staff feels confident that the final cost will come in well below the \$20,000 BoD authorization.

The adopted FY22 Facilities Fund Budget includes \$25,000 for "planning and design" for the new facility, none of which has yet been spent.

Scope:

The Mountain Rides Transportation Authority (MRTA) proposes to develop the **BUS STATION PROJECT** (Insert real name here), which will utilize a federal grant through the Federal Transit Administration (FTA), which will require compliance with the National Environmental Policy Act (NEPA) and Section 106 of the National Historic Preservation Act (NHPA).

In order to comply with Section 106 of the NHPA, the lead federal agency must take into account a project's effects on historic properties. The FTA has requested that the recipient, MRTA, conduct a cultural resources desktop review to assess the potential for the project to impact historic properties. Historic properties are defined as: "prehistoric or historic district, site, building, structure, or object included in, or eligible for inclusion on, the National Register of Historic Places, including artifacts, records, and material remains related to such a property or resource."

After receiving GIS files with the proposed project footprint, Jacobs Engineering will submit a records search request to the Idaho State Historic Preservation Office (SHPO). The Idaho SHPO usually conducts a records search within 7-10 days for a base fee, plus an additional fee for any resource forms needed.

The Jacobs archaeologist and architectural historian will prepare a technical memorandum that includes the project description, definition of the Area of Potential Effects, an environmental and cultural context statement, research methods, results of the SHPO records search, review of applicable historical maps and aerial imagery (if available) and recommendations for future work, if any.

Deliverables:

1 DRAFT technical memorandum in WORD and Combined PDF format

1 FINAL technical memorandum in WORD and Combined PDF format

Assumptions:

The proposed structure will be one story, limiting the potential for visual impacts to parcels directly adjacent to the APE.

1 round of comments from FTA

1 round of comments from SHPO and Area Tribes

Mountain Rides Agenda Discussion Item Summary

<u>Date:</u>	<div>Aug 17, 2022</div>	<u>From:</u>	<div>Executive Director</div>
<u>Discussion Item:</u>	<div>6. FY23 Salaries + Wages</div>		
<u>Committee Review:</u>	<div><input checked="" type="radio"/> yes</div> <div><input type="radio"/> no</div>	<u>Committee Purview:</u>	<div>F&P; M&P</div>
<u>Fiscal Impact:</u>	<div>FY23 Operating Expenses</div>		
<u>Related Policy or Procedural Impact:</u>	<div></div>		
<u>Background:</u>	<div>Presentation of proposed FY23 salaries and wages for all staff to Board for review, comment, and discussion.</div>		

Mountain Rides

FY23 Budget Detail: Salaries & Wages

Aug 11, 2022

Employee	FY22 Total Pay				FY23 Raise	FY23 Total Pay	FY23 Bonus	Notes
	FY22 Pay Rate	re Current Rate	FY23 Increase	FY23 Pay Rate				
Drivers, FT (18)								
FT Driver F 1	\$ 20.00	\$ 41,600	\$ 1.66	\$ 21.66	\$ 3,453	\$ 45,053	-	8.3% YoY Salary/Wage Increase
FT Driver F 1	20.00	41,600	1.66	21.66	3,453	45,053	-	8.3% YoY Salary/Wage Increase
FT Driver	20.00	41,600	1.66	21.66	3,453	45,053	-	8.3% YoY Salary/Wage Increase
FT Driver	20.00	41,600	1.66	21.66	3,453	45,053	-	8.3% YoY Salary/Wage Increase
FT Driver F 4	20.00	41,600	1.66	21.66	3,453	45,053	-	8.3% YoY Salary/Wage Increase
FT Driver F 5	20.51	42,661	1.70	22.21	3,536	46,197	-	8.3% YoY Salary/Wage Increase
FT Driver M 6	21.50	44,720	1.78	23.28	3,702	48,422	-	8.3% YoY Salary/Wage Increase
FT Driver M 7	21.70	45,136	1.80	23.50	3,744	48,880	-	8.3% YoY Salary/Wage Increase
FT Driver M 9	22.90	47,632	1.90	24.80	3,952	51,584	-	8.3% YoY Salary/Wage Increase
FT Driver/Trainer F 5	23.75	49,400	1.97	25.72	4,098	53,498	-	8.3% YoY Salary/Wage Increase
FT Driver M 11	23.90	49,712	1.98	25.88	4,118	53,830	-	8.3% YoY Salary/Wage Increase
FT Driver M 12	24.35	50,648	2.02	26.37	4,202	54,850	-	8.3% YoY Salary/Wage Increase
FT Driver M 13	24.80	51,584	2.06	26.86	4,285	55,869	-	8.3% YoY Salary/Wage Increase
FT Driver F 14	26.64	55,411	2.21	28.85	4,597	60,008	-	8.3% YoY Salary/Wage Increase
FT Driver M 9	26.92	55,994	2.23	29.15	4,638	60,632	-	8.3% YoY Salary/Wage Increase
FT Driver M 15	27.07	56,306	2.25	29.32	4,680	60,986	-	8.3% YoY Salary/Wage Increase
FT Driver M 16	27.77	57,762	2.30	30.07	4,784	62,546	-	8.3% YoY Salary/Wage Increase
FT Driver/Trainer M 14	29.70	61,776	2.47	32.17	5,138	66,914	-	8.3% YoY Salary/Wage Increase
Drivers, PT Seasonal (15)								
PT Driver M 4	\$ 20.00	\$ 12,000	\$ 1.66	\$ 21.66	\$ 996	\$ 12,996	-	8.3% YoY Salary/Wage Increase
PT Driver M 2 (no CDL)	20.00	6,000	1.66	21.66	498	6,498	-	8.3% YoY Salary/Wage Increase
PT Driver M 4	20.00	16,000	1.66	21.66	1,328	17,328	-	8.3% YoY Salary/Wage Increase
PT Driver F 1	20.00	25,000	1.66	21.66	2,075	27,075	-	8.3% YoY Salary/Wage Increase
PT Driver M 14	20.00	7,000	1.66	21.66	581	7,581	-	8.3% YoY Salary/Wage Increase
PT Driver M 2	20.00	16,000	1.66	21.66	1,328	17,328	-	8.3% YoY Salary/Wage Increase
PT Driver M 3	20.00	14,000	1.66	21.66	1,162	15,162	-	8.3% YoY Salary/Wage Increase
PT Driver F 1	20.00	14,000	1.66	21.66	1,162	15,162	-	8.3% YoY Salary/Wage Increase
PT Driver M 2	20.50	11,275	1.70	22.20	935	12,210	-	8.3% YoY Salary/Wage Increase
PT Driver M 7	20.50	16,400	1.70	22.20	1,360	17,760	-	8.3% YoY Salary/Wage Increase
PT Driver M 6	20.50	16,400	1.70	22.20	1,360	17,760	-	8.3% YoY Salary/Wage Increase
PT Driver F 3	20.50	10,250	1.70	22.20	850	11,100	-	8.3% YoY Salary/Wage Increase
PT Driver M 6	20.63	22,693	1.71	22.34	1,881	24,574	-	8.3% YoY Salary/Wage Increase
PT Driver M 11	21.10	6,330	1.75	22.85	525	6,855	-	8.3% YoY Salary/Wage Increase
PT Driver M 9	22.00	13,200	1.83	23.83	1,098	14,298	-	8.3% YoY Salary/Wage Increase
	\$ 22.04	\$ 1,083,290		\$ 23.87	\$ 89,878	\$ 1,173,168	\$ -	
Additional Driver Hours re Service Plan	\$ 33.06	\$ 18,902	\$ 2.75	\$ 35.81	\$ 1,572	\$ 20,475		
DRIVERS TOTAL		\$ 1,102,192			\$ 91,450	\$ 1,193,643	\$ -	
Technical & Support (8)								
Facilities Tech M 1	\$ 20.50	\$ 42,640	\$ 1.70	\$ 22.20	\$ 3,536	\$ 46,176	-	8.3% YoY Salary/Wage Increase
Bus Washer M 0	21.00	43,680	1.74	22.74	3,619	47,299	-	8.3% YoY Salary/Wage Increase
Ops Coord. - Systems & Support	22.00	\$ 45,760	1.83	23.83	3,806	49,566	-	8.3% YoY Salary/Wage Increase
SRTS Coordinator F 1	22.00	\$ 45,760	1.83	23.83	3,806	49,566	-	8.3% YoY Salary/Wage Increase
Certified Mechanic M 1	22.00	\$ 45,760	1.83	23.83	3,806	49,566	-	8.3% YoY Salary/Wage Increase
Facilities Tech M 3	22.25	\$ 46,280	1.85	24.10	3,848	50,128	-	8.3% YoY Salary/Wage Increase
F&A Coordinator M 8	23.84	\$ 49,587	1.98	25.82	4,118	53,705	-	8.3% YoY Salary/Wage Increase
Maintenance Specialist M 7	28.21	\$ 58,677	2.34	30.55	4,867	63,544	-	8.3% YoY Salary/Wage Increase
TECH & SUPPORT TOTAL	\$ 21.94	\$ 378,144		\$ 24.28	\$ 31,406	\$ 409,550	\$ -	
Management (6)								
Director, Transit Ops M 3	\$ 31.73	\$ 66,000	\$ 1.59	\$ 33.32	\$ 3,307	\$ 69,300	\$ 2,180	5.0% YoY Salary/Wage Increase
Director, Outreach F 11	36.78	76,500	1.84	38.62	3,827	80,300	2,520	5.0% YoY Salary/Wage Increase
E.D. M 5	48.27	100,400	1.45	49.72	3,016	103,400	5,320	3.0% YoY Salary/Wage Increase
Maintenance Mgr. M 14	38.61	80,300	1.93	40.54	4,014	84,300	2,650	5.0% YoY Salary/Wage Increase
Director, F&A M 6	43.03	89,500	2.15	45.18	4,472	94,000	2,950	5.0% YoY Salary/Wage Increase
Director, Assets & Planning M 7	43.65	90,800	2.19	45.84	4,555	95,400	3,000	5.1% YoY Salary/Wage Increase
MANAGEMENT TOTAL	\$ 40.34	\$ 503,500		\$ 42.20	\$ 23,191	\$ 526,700	\$ 18,620	
MRTA TOTAL (47 Staff)		\$ 1,983,836			\$ 146,047	\$ 2,129,893	\$ 18,620	

Mountain Rides Agenda Discussion Item Summary

<u>Date:</u>	<div>08/17/2022</div>	<u>From:</u>	<div>MRTA Board of Directors</div>
<u>Discussion Item:</u>	<div>7. Items of Interest to the Board</div>		
<u>Committee Review:</u>	<div><input type="radio"/> yes</div> <div><input checked="" type="radio"/> no</div>	<u>Committee Purview:</u>	<div></div>
<u>Fiscal Impact:</u>	<div></div>		
<u>Related Policy or Procedural Impact:</u>	<div></div>		
<u>Background:</u>	<div>The Board may discuss items of interest, if any.</div>		