



**REGULAR MEETING
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, June 20, 2012, 12:00 p.m.
Ketchum City Hall Meeting Room, Ketchum, Idaho**

Board Members of the Mountain Rides Transportation Authority of the Cities of Bellevue, Hailey, Ketchum and Sun Valley, and Blaine County, State of Idaho, met in a Regular Meeting in the Ketchum City Hall Meeting Room, Ketchum, Idaho, on Wednesday, June 20, 2012, at 12:00 p.m.

PRESENT: Chairman Peter Everett, Secretary Jim Jaquet, Board Members Mark Gilbert, Curtis Kemp, Joe Miczulski, and Steve Wolper.

ABSENT: Vice-Chairman Susan McBryant, and Nils Ribi

ALSO Mountain Rides Executive Director Jason Miller

PRESENT: Mountain Rides Business Manager/Treasurer Wendy Crosby
Mountain Rides Maintenance and Facilities Manager Rod Domke

1. CALL TO ORDER

Chairman Peter Everett called to order the meeting of Wednesday, June 20, 2012 at 12:00 p.m.

2. Councilor Curtis Kemp moved to amend the Agenda to discuss an amended south county bus barn lease. The new lease was just negotiated, and didn't make the agenda deadline. Motion seconded by Board Member Joe Miczulski, and passed unanimously.

3. Comments from the Chair and Board Member thoughts

Chairman Peter Everett has been involved in transportation for a number of years. He feels there have been three major mistakes over the years in national ground transportation policy: Passage of the Interstate Highway Bill in 1956, which routed six-lane highways right through the middle of cities; total abandonment of rail transportation; and the national failure to build a balanced transportation system that includes alternatives to the SOV.

Board Member Mark Gilbert said some metropolitan cities are now rebuilding rail, in order to try to alleviate downtown congestion. Board Member Jim Jaquet said NYC is planning to eventually convert Fifth Avenue into Times Square to foot and bike traffic.

4. Public comment period for items not on the Agenda (including questions from the press)

There were no public comments at this time.

5. Committee reports

a. Planning and Marketing Committee report from Chair Steve Wolper

Approve May committee minutes

Councilor Curtis Kemp moved to approve the minutes of the Planning and Marketing Committee report, seconded by Board Member Steve Wolper. Motion passed with six in favor, and Board Member Mark Gilbert abstaining.

b. Finance and Performance Committee report from Chair Mark Gilbert

Approve May committee minutes

Gilbert said the committee was looking for new members.

Board Member Jim Jaquet moved to approve the Finance and Performance Committee report, seconded by Board Member Mark Gilbert. Motion passed unanimously.

6. Staff reports

a. Transit report from Operations and Maintenance with May 2012 ridership

Mountain Rides Maintenance and Facilities Manager Rod Domke said all budgeted facilities improvements were complete, along with some spring cleaning. The two IC buses needing drive shaft repairs are back in service, but one needs additional repair. The two buses had design defect problems at less than 50,000 miles, and were still under warranty. Gilbert suggested staff check the American Public Transportation Association (APTA) network to see if other companies were having similar problems with IC buses.

b. Bike-Ped report

Staff is using a new BikeShare bicycle to do chores around town, and brought one to today's Board meeting. The bikes are all 3-speed "step-through" frame, with adjustable seats. The bike's mechanics are internal, to reduce vandalism and theft. A pilot launch of the BikeShare program will start in mid-August, with 16 bikes, on a limited basis. Members can locate available bikes from a computer or phone; and bikes can be unlocked from a computer, phone or lock on the bike itself. Staff is looking for a maintenance agreement with a local bike shop.

c. Business Manager report

Mountain Rides Business Manager/Treasurer Wendy Crosby said the Civil Rights program was approved, which allows Federal Transportation Administration grants to move forward. Mountain Rides has grant funding in place to go to bid on a heavy duty bus; and East Fork stop and Ketchum transit hubs grants are moving forward.

Mountain Rides met with the Blaine County Rec District and Idaho Transportation Department on the East Fork project. Staff has to decide how to move forward on the project—with a design-build procurement, or put out a RFP; and will host a public workshop to get neighbor input on the bus pull-out. The shelter will have to be built to withstand effects of heavy snow. The Board suggested getting photos and information on Roaring Fork Transportation Authority's highway transit shelters.

d. Executive Director report

Mountain Rides Executive Director Jason Miller has made FY2013 budget requests to all cities except Ketchum.

7. Action items and discussion items

a. Discussion Item: Results of first open house on Ketchum Transportation Center

About 75 people attended the first Ketchum Transportation Center workshop, which focused on pros and cons of a transit hub. Staff is compiling a report of all comments. The next workshop will discuss locations of transit hubs in other communities, and positive and negative economic impacts; and suggestions on where Ketchum's hub should be located.

b. Discussion Item: Bulk pass partnerships

Mountain Rides has underestimated the School District's student ridership in the past couple years; and staff is trying to decide if students should be required to have passes. In some cases, a single student will ride the bus three times a day. Students ride Mountain Rides because the buses are more direct and much quicker than School District buses. MRTA Board members are concerned that some students can't afford the passes, causing problems for the bus drivers. Miller will present the School Board with a few options for partnership.

c. Action Item: Approve FY2013 pay scale and employee benefit package

The Finance Committee recommends approval.

Board Member Mark Gilbert moved to approve FY2013 pay scale and employee benefit package, seconded by Board Member Jim Jaquet. Motion passed unanimously.

Merit increases are based on employee performance; with longevity playing a smaller role.

d. Action Item: Approve bid and purchase of two used vans for vanpool

Board Member Mark Gilbert moved to approve the bid and purchase of two used vans for vanpool, seconded by Board Member Steve Wolper. Motion passed unanimously.

e. Action Item: Approve Administrative Service Agreement with Ameriben

Mountain Rides Business Manager/Treasurer Wendy Crosby said the agreement includes a nominal cost increase for the first time since 2000.

Board Member Mark Gilbert moved to approve the Administrative Service Agreement with Ameriben, seconded by Board Member Jim Jaquet. Motion passed unanimously.

f. Action Item: Approve Employee Expense Reimbursement Policy

The Finance Committee recommended approval.

Board Member Mark Gilbert moved to approve the Employee Expense Reimbursement Policy, seconded by Board Member Jim Jaquet. Mountain Rides caps the per diem and mileage reimbursement at the state rate. Board members discussed reimbursement for business travel when not using the bus. Staff will consider purchase and use of a van for business travel, since there are a lot of meetings out of county. Gilbert said the policy should be amended if a rental car is not insured by Mountain Rides insurance when an employee uses his personal credit card. **Motion passed unanimously.**

g. Action Item: Approve Amendments to Flexible Spending Plan and Health Reimbursement Plan

The Federal Government has reduced the Flexible Spending Account maximum contribution to \$2,500. The FSA language needs to be revised in the Employee Manual, adopted October 1, 2011.

Mountain Rides has a \$1,500 health insurance deductible per employee. The Health Reimbursement Plan allows Mountain Rides to reimburse employees for their deductible, based on the number of members in their family, up to \$1,000 of the deductible.

Board Member Mark Gilbert moved to approve Resolution 2012-___, amendments to the Flexible Spending Plan and Health Reimbursement Plan, seconded by Board Member Jim Jaquet. Motion passed unanimously.

8. Action Item: Approve amended south county bus garage lease from \$2,600 month to \$2,200 month, and extend the contract to February 28, 2013.

Board Member Mark Gilbert proposed changes to the lease agreement:

- A new recital stating “Whereas Mountain Rides Transportation Authority is Ketchum/Sun Valley Transit Authority successor in interest, as lessee.”
- Change signature line to Mountain Rides Transportation Authority.

Board Member Mark Gilbert moved to approve the amended bus garage lease, as amended, and extend the contract to February 28, 2013. Motion seconded by Board Member Jim Jaquet, and passed unanimously.

9. Consent Calendar items

- Receive and file May 2012 Financials**
- Receive and file May 2012 Bills Paid**
- Approve minutes – May regular board meeting**

The Board discussed Vanpool’s bottom line. Some Board members think Mountain Rides could make money on vanpool, but the service has to be sensitive to demand. The job market is still slow, and there are seats available.

Crosby said a local insurance broker cautioned Mountain Rides about considering going with the self-funding Idaho Independent Insurance Agency.

Board Member Mark Gilbert moved to approve the Consent Calendar, including the Revised Minutes of May 15, 2012 Regular Board Meeting, the May Financial Report and May Bills Paid Report. Motion was seconded by Board Member Jim Jaquet, and passed unanimously.

10. Adjournment

With no other business to come before the Board, Board Member Joe Miczulski moved to adjourn the meeting at 2:02p.m., seconded by Board Member Jim Jaquet. Motion passed unanimously.

Chairman Peter Everett

cc: Commissioner Angenie McCleary, Blaine County
Virginia Egger, Interim Sun Valley City Administrator
Kelly Ek, Sun Valley City Clerk
Gary Marks, Ketchum City Administrator
Sandy Cady, Ketchum City Clerk
Heather Dawson, Hailey City Administrator
Mary Cone, Hailey City Clerk
Dee Barton, Bellevue City Clerk
Tess Cenarrusa, Carey City Clerk
Randall Patterson, Carey Mayor