



**MISSOULA URBAN TRANSPORTATION DISTRICT  
BOARD OF DIRECTORS MEETING  
MINUTES – January 29, 2016/ 12:00 PM  
MUTD CONFERENCE ROOM, 1221 SHARESPEARE STREET**

*Approved February 25, 2016*

**Members Present**

Andrea Davis, Chair  
Martin Blair  
Melanie Brock  
Amy Cilimburg  
Don MacArthur

**Members Absent**

Eric Hines

**Staff**

Corey Aldridge, General Manager  
Dorothy Magnusen, Fin & Admin Manager  
Sheila Wangler, Admin Service Assistant

**Call to Order and Roll Call**

Davis called the meeting to order at 12:04 p.m. Roll call was taken.

**Changes or Additions to Agenda**

None

**Public Comment on Items Not on the Agenda**

None

**Action Items**

**Approval of Minutes**

MacArthur made a motion to approve the minutes of December 17, 2015, seconded by Blair. The motion carried unanimously.

**Financials & Ridership Reports for November 2015**

Cilimburg reported for the Finance Committee. Current year change in Net Position after operating and special projects is \$260,651 compared to the previous year of \$234,818. Revenue continues tracking closely to the budget and expenses are 6.74% less than the budget.

Ridership for fixed route increased 38.5% in November 2015 compared to the previous year. July 2015 through November 2015 showed an increase of 152,373 rides for the current fiscal year.

Paratransit ridership increased 16% for all services in November 2015 compared to the previous year. Paratransit weekday rides have declined and senior van weekday rides have increased.

Cilimburg made a motion to receive the November 2015 Financial Statements and Ridership Reports, seconded by MacArthur. The motion carried unanimously.

**Board Officer Elections and Committee Assignments**

The Nominating Committee presented nominations for the 2016 Board Officers:

Vice-Chair: Melanie Brock  
Treasurer: Eric Hines  
Secretary: Amy Cilimburg

The nominations for the three standing committees:

Executive Committee: Andrea Davis, Melanie Brock, and Eric Hines

Planning Committee: Don MacArthur, Melanie Brock, and Amy Cilimburg

Finance Committee: Eric Hines, Marty Blair, and Vacant (City Appointment)

Special Transportation Advisory Committee (STAC) Appeals Representative: Marty Blair

Transportation Policy Coordinating Committee (TPCC) Representative: Don MacArthur

MacArthur made a motion to accept the nominations for the Board Officers and Committee Assignments, seconded by Blair. The motion carried unanimously.

### **Office Phone System Upgrade**

Aldridge reported that MUTD's current phone system was purchased in 2003, is outdated, has some limitations and parts are no longer manufactured. Bids were solicited from three different vendors and Univision had the best offer and solution. The phone system replacement is included in the Fiscal Year 2016 budget. Discussion followed regarding the enhancements of a new phone system and what steps should be taken in an emergency if the phones lines went down.

Magnusen reported that this will be included in an Federal Transit Administration grant, Section 5339 Bus & Bus Facilities, which will pay 80% of the cost with a 20% local match.

Brock made a motion to approve the purchase of an office phone system not to exceed \$23,322, and direct the General Manager to execute contracts for its purchase and installation, seconded by Cilimburg. The motion carried unanimously.

### **General Manager's Report**

Aldridge reviewed the 2016 objectives for Year 2 of Zero-fare/Phase II, Bus Stop Master Plan Implementation, Metropolitan Planning Organization Long Range Transportation Plan, and MUTD Long Range Transit Plan Implementation.

Blair and Cilimburg reported the Zero-fare Partner Celebration event was very positive and favorable for MUTD. Destination Missoula was announced as a new Zero-fare partner. The celebration was well attended, with some Mountain Line riders sharing personal stories of how Zero-fare has affected them in a positive way.

MUTD submitted a proposal for Mayor Engen to be a speaker on the success of the Zero-fare Demonstration Project at the American Public Transportation Association (APTA) annual conference.

The Executive Committee met earlier in the week regarding a complaint received claiming MUTD's policy of no guns on buses is not legal. The Executive Committee reviewed and accepted the recommendations from legal counsel that policy is legal and in MUTD's best interest for safety.

### **Adjournment**

The meeting adjourned at 1:40 p.m.

Submitted by Sheila Wangler