



**MISSOULA URBAN TRANSPORTATION DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES – June 23, 2016
MUTD CONFERENCE ROOM, 1221 SHAKESPEARE STREET**

Approved August 25, 2016

Members Present

Andrea Davis, Chair
Melanie Brock, Vice-Chair
Amy Cilimburg, Secretary
Eric Hines, Treasurer
Don MacArthur
Jesse Dodson

Members Absent

Martin Blair

Staff

Corey Aldridge, General Manager
Dorothy Magnusen, Fin & Admin Manager
Sheila Wangler, Admin Service Assistant
Bill Pfeiffer, Comm Outreach Coordinator

Guests

None

Call to Order and Roll Call

Davis called the meeting to order at 12:05 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

Cilimburg made a motion to approve the minutes of May 26, 2016, seconded by Brock. The motion carried unanimously.

Financials & Ridership Reports for May 2016

Hines gave the Finance Committee report on the May 2016 financials and ridership. Cash position is good as mill levy taxes continue to be collected. Current year change in Net Position after operating and special projects is \$407,675 compared to previous year of \$188,221. Revenue is 3.47% less than the budget and expenses are 8.07% less than the budget. Reduction in the revenue for Federal Operating Assistance is based on the funding cycle.

The ridership continues the trend of having historical record highs. The fixed route ridership had a year-to-date increase of 26% compared to the previous year with 256,089 more rides. The year-to-date ridership for paratransit has increased 13% and senior van has an increase of 37%.

Hines made a motion to receive the May 2016 Financial Statements and Ridership Reports, seconded by Dodson. The motion carried unanimously.

Fiscal Year 2017 Proposed Budget

Magnusen gave an overview on the FY2017 budget, which is the second full year of Phase II and zero-fare revenue and expenses. The 2% property tax increase is based on projections from the County. The Permissive Medical Levy Property Tax increased by 9.69% based on the health insurance budget changes. Federal Operating Assistance includes a carryover from FY2015 Section 5307 funds, the full apportionment from FY2016 and Congestion Mitigation and Air Quality Program (CMAQ) funds. Zero-fare contributions of \$280,000 are included in the totals because of funding streams from three of the partners.

Transfer Center rent income is zero and will remain at this level until the space can be rented.

The staff count is up by two full time equivalents (FTE) in operations for paratransit. The Union contract is currently in negotiations. Benefits include an increase in dental of 10% and vision of 18%. The permissive medical levy income pays for 9.69% of the increase in health insurance premium changes. General insurance premium increase is estimated at 10%.

Operations expenses increased by 4.53%. This increase includes the two new FTE's. The budget has been adjusted to reflect lower fuel prices based on contract pricing through June 2017.

The total expenses are 2.48% more than FY2016, there is one special project in the FY2017 proposed budget for the Transfer Center exterior remodel.

Hines made a motion to approve the Fiscal Year 2017 Proposed Budget, seconded by Cilimburg. The motion carried unanimously.

Public Hearing for Fiscal Year 2017 Permissive Medical Levy

Davis opened a Public Hearing at 1:03 p.m. to receive comment on the FY2017 Permissive Medical Levy. No comments were given. The Public Hearing closed at 1:05 p.m.

Cilimburg made a motion to adopt Resolution 16-06, Missoula Urban Transportation District Fiscal Year 2017 Permissive Medical Levy, seconded by MacArthur. The motion carried unanimously.

Federal Transit Administration (FTA) Authorizations

Magnusen reported that every year MUTD is required by the FTA to provide certifications and assurances, and other required reports for the new Transit Award Management System (TrAMS). Not all of the authorizations were transferred from the prior system to TrAMS, Resolution 16-05 gives authorization for the General Manager and the Finance & Administrative Manager to apply for grants and file all necessary documents with FTA.

Dodson made a motion to adopt Resolution 16-05, Federal Transit Administration Authorizations, seconded by Brock. The motion carried unanimously.

General Manager's Report

Pfeiffer informed the Board that MUTD is sending out a letter to all active and current Senior Van riders and any agency or organization that may be affected by the upcoming ridership changes. There has also been a map created to show the ¾ of a mile boundary service area for Senior Van & Paratransit.

Closed Session pursuant to Government Code 3-2-203(3): Evaluation of General Manager

Started at 1:44 p.m.

Closed at 2:06 p.m.

Adjournment

The meeting adjourned at 2:07 p.m.

Submitted by Sheila Wangler