



**Missoula Urban Transportation District
Board of Director Meeting Minutes
September 23, 2021**

APPROVED

Members Present

Don MacArthur
Anna-Margaret Goldman, VC
Amy Cilimburg
Doug Odegaard, Secretary
Jesse Dodson, Chair
Andrea Davis, Treasurer

Members Absent

Skye Borden

Staff

Corey Aldridge, General Manager
Mary Hanson, Director, Fin. & Admin.
Jennifer Sweten, Director, Operations
Vince Caristo, Pning & Capital Mgr.
Dan Stone, Transit Planner
Shanti Johnson, COMS
Mason Birgenheier, Admin Assist.

Guests

None

Call to Order and Roll Call

Dodson called the meeting to order at 12:02 pm Roll call was taken

Changes or Additions to Agenda

Item 5.3 was moved to the beginning of the meeting

Public Comment on Items Not on the Agenda

None

Discussion Items

General Managers Report

Aldridge stated that this would be Caristo's last board meeting with Mountain Line due to relocation. Colin Woodrow will start as Projects and Planning Specialist on September 30. Aldridge stated that he and Caristo attended the Zero Emission Bus Conference in Denver.

Aldridge stressed the approach to recruitment and retention would need to adapt.

Hanson mentioned the auditors from JCCS were at Mountain Line last Tuesday. She anticipates follow-up requests. Hanson stated that Jasmine Blumenbach would be joining Mountain Line's staff on October 18 in an accountant position. FTA reimbursements have been submitted. TRAMS is closed now, and the subsequent reimbursements will be made later in the year.

Sweten congratulated Bryan Ursery for placing second at the Montana Rodeo event held in Helena. Ursery will be representing Mountain Line next year, May 2022, at the International Rodeo in Columbus, OH. Sweten provided a COVID-19 update. Masks are still required on all buses and facilities through January 18, 2022. Sweten also stated that 70 percent of Mountain Line's employees had been fully vaccinated, but there have been more employees exposed,

resulting in a shortage of employees. Sweten stated that the next class of Operators would begin on October 3. Sweten explained that the applicant pool has decreased and that the January service expansion is doubtful. Due to employees resigning, reduced service will resume next month.

Caristo stated bus deliveries from Gillig and New Flyer continue to experience delays due to COVID-19 related issues. They are expecting to have final inspections on the new buses in October. Three chargers were delivered, and Liberty Electric is working on the installation. Regarding the Bus Stop Master Plan, landscaping and finish work were completed at several stops on Route 1 and 2. A meeting with a consultant at IMEG occurred to prepare documents to complete the project next spring. The ITS deployment with Clever Devices continues. The two new Gillig buses are grounded due to router/connectivity issues. Sweten provided an update that the buses are ready for revenue services starting September 24.

Caristo shared on the Shakespeare St. remodel. The contract with Dennis Lower Construction for a “no-build” on the second floor is being finalized. Mountain Line awaits a permit from the city. Staff continues to work with DJ&A and others to find land for a new facility. Northwestern Energy and the Department of Environmental Quality discussions continue to establish a pilot rate case for transit and agencies. The proposal is to eliminate demand charges between 10 pm. and 6 am.

Johnson shared her focus has been on recruitment and retention efforts, and she will be attending a career fair. She tabled at River City Roots Fest & Family Fun Fest and several University events. Mountain Line will be represented in the Commuter Challenge events.

Johnson presented to Senior Forum and Milltown Community Council. Johnson also attended other meetings: Risk Housing Coalition, the Coordinated Outreach Team, and the COAD Homelessness Task Force. A new task force was created, which is the Human Trafficking Task Force. Johnson stated that there would be upcoming tabling events at the Clean Energy Expo on September 25 and the Safe Kids Fair on September 26.

Action Items

Paratransit Software Vendor Selection

Stone explained that MUTD has been using the same software system for Paratransit and Shuttle Van services since 2008. The current system is not able to provide the services that are needed. Stone stated that eight proposals were received. After conducting interviews with three vendors, Via Mobility was selected. Discussion ensued, and Odegaard made a motion to authorize the General Manager to execute a contract with Via Mobility LLC in the amount of \$351,710, plus a 5% contingency. McArthur seconded the motion. The motion carried unanimously.

Approval of August Board Meeting Minutes

McArthur made a motion to approve the minutes of August 23, 2021, seconded by Goldman. The motion carried unanimously.

July 2021 Financials

Davis shared expenses are lower than budget due to reduced services. The final CARES act payment was received and deposited. Staff capacity to update the Proforma was discussed. Davis stated that many changes have occurred over the last five years, such as challenges with the labor shortage. Davis made a motion to accept the July financials, Cilimburg seconded. The motion carried unanimously.

Petitions for Inclusion into Missoula Urban Transportation District

Stone explained the four pending resolutions to petition into the transportation district. These petitions, submitted by developers as a pre-condition for subdivision plat approval or City annexation.

Odegaard made a motion to approve resolutions 21-07, 21-08, 21-09, and 21-10 to expand the boundaries of the Missoula Urban Transportation District to include the Linda Vista 18th Supplement, Pleasant View No. 5 Phase VI and VIII, and Remington Flats. Goldman made a motion that was seconded by Cilimburg. The motion carried unanimously.

Adjournment

The meeting adjourned at 1:36 pm.

Submitted by Mason Birgenheier