

MISSOULA URBAN TRANSPORTATION DISTRICT

Board of Directors Planning Committee Meeting Minutes

December 10, 2025

APPROVED

Committee Members Present: Don MacArthur, Sam Oliver, Amy Cilimburg

Committee Members Absent:

Board Members Present: Sebastian Strauss, Jason Wiener

Staff Present: Jordan Hess, Colin Woodrow, Elizabeth Wehling, Spencer Starke, Garin Wally, Jason Blodgett

Guests:

1.0 Call to Order and Roll Call

12:01 p.m. Strauss called the meeting to order and asked for a roll call.

2.0 Public Comment

None.

3.0 Approval of Minutes & Financial Statements

3.1 Minutes of the October 8, 2025, Planning Committee Meeting

Craven advised that the changes Strauss recommended had been made. MacArthur moved to approve the minutes, Oliver seconded the motion, and it passed unanimously.

11:03 Cilimburg joined the meeting.

4.0 Reports and Presentations

4.1 Bus Stop Improvement Plan

Starke explained that the goal of meeting is to convey the status of the Bus Stop Improvement Plan and its development for the committee and to take initial feedback. He explained the plan's name had changed to an improvement plan to more accurately reflect the plan's purpose for a phased bus stop work plan. Following the previous plan, stops were consolidated from 446 to 345 to streamline operations. Amenities were installed at several stops, and steps were taken to conform with the city's public works standards.

The staff proposes entering into an engineering master service agreement with a firm to perform the necessary stop improvement design work in bulk. Woodrow added that the procurement cycle will be based on the board's budget priorities and that federal 5339(a) funds can be used.

Starke noted that the shelters are the most expensive component, but they are not needed at every stop. The staff will prioritize ADA compliance and improving stops where the most riders wait. Over the next eight to ten years, the phased implementation will cost an estimated \$1.6 million.

Several steps have been taken to solicit feedback from operators. Operators will get a survey to provide feedback on bus stop safety and maintenance needs. Wehling outlined the procedure for handling safety concerns, noting that immediate actions can be taken for certain issues, while others may require more time due to conditions. The regular labor management meetings have been effective in pinpointing safety concern areas and solutions. The safety committee also addresses safety-related matters.

MacArthur mentioned the need for addressing off brand stops. Starke responded that the plan calls for a cost-effective approach to upgrading stops that don't have existing amenities. MacArthur suggested picking two of the most unappealing stops annually for overhauling.

MacArthur asked whether incremental rollout made sense or if other funding sources would allow for improving larger chunks of the work. Strauss observed that the biggest improvement expenses would occur in the FY2027 budget and asked whether sponsorship options for offsetting the costs would be available. Hess said there is an option to pursue alternative funding sources.

4.2 ITS Overview

Wally and Blodgett presented an overview of the Intelligent Transportation System (ITS), highlighting its complexity and the necessity for a new RFP as contracts with the current vendor, Clever Devices, expire in 2027. They explained how Clever integrates with various software and hardware components, including real-time tracking and reporting functionalities. Woodrow emphasized that any new vendor's products would have to integrate with some of the current products. MacArthur asked if new products require replacing every component. Blodgett replied that one of the RFP requirements is that the new product would integrate with the existing products. Wally and Blodgett explained how all the current components integrate and where they don't to highlight why the agency needs a new system. Wiener suggested requiring any new vendor to warranty the installation process. Strauss asked for clarification on when the board would need to approve the purchase. Woodrow responded that the staff would submit the final package for approval at the March board meeting. Strauss expressed concern about paying for two systems for an extra year and Woodrow concurred there would be some overlap during implementation. Wally pointed out that the system affects every department. Blodgett emphasized that a vendor technician would be onsite for training. Woodrow said the contract would likely be a three-year term with two 1-year extension options. The board will need to approve this large project.

5.0 Adjournment

MacArthur adjourned the meeting at 12:58 p.m.