



**MISSOULA URBAN TRANSPORTATION DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES – September 22, 2016
MUTD CONFERENCE ROOM, 1221 SHAKESPEARE STREET**

Approved December 15, 2016

Members Present

Andrea Davis, Chair
Amy Cilimborg, Secretary
Martin Blair
Jesse Dodson

Members Absent

Eric Hines, Treasurer
Melanie Brock, Vice-Chair
Don MacArthur

Staff

Corey Aldridge, General Manager
Dorothy Magnusen, Fin & Admin Manager
Jen Sweten, Service Supervisor
Vince Caristo, Project Mgmt Spec

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

Cilimborg made a motion to approve the minutes of August 25, 2016, seconded by Dodson. The motion carried unanimously.

Bylaws of the Specialized Transportation Advisory Committee (STAC)

Sweten discussed that STAC has been working on Bylaws for the last couple of months based on the Interlocal Agreement that formed STAC in 2001. The original agreement did not have any guidelines as to what constitutes a quorum. Staff has changed the draft to state that “A majority of the voting members present at a meeting, shall constitute a quorum, provided that at least four (4) voting members are in attendance and one (1) of those be the MUTD Manager (or designee)”.

Blair made a motion to approve the Bylaws of the Specialized Transportation Advisory Committee, seconded by Dodson. The motion carried unanimously.

Comprehensive Operational Analysis/Long Range Transit Plan Request for Proposal (RFP)

Aldridge & Caristo representing the Planning Committee presented the RFP for the Long Range Transit Plan. There was full discussion with the Board on what is essential. The Board gave MUTD direction as to what they would like to see for an outcome.

General Manager's Report

Aldridge reported that MUTD has had the Federal Transit Administration (FTA) Triennial Review and waiting for the final report. The Triennial Review is to help become compliant and make any improvements that are required.

Adjournment

The meeting adjourned at 1:35 p.m.

Submitted by Sheila Wangler