



**MISSOULA URBAN TRANSPORTATION DISTRICT
BOARD OF August 22, 2018
MUTD CONFERENCE ROOM, 1221 SHAKESPEARE STREET**

Approved September 20, 2018

Members Present

Jesse Dodson, Vice-Chair
Anna-Margaret Goldman, Secretary
Martin Blair, Treasurer
Don MacArthur
Andrea Davis
Doug Odegaard

Members Absent

Amy Cilimburg, Chair

Staff

Corey Aldridge, General Manager
Dorothy Magnusen, Fin. & Admin Mgr
Elizabeth Wehling, CSR
Vince Caristo, Project Mgmt Specialist

Guests

None

Call to Order and Roll Call

Dodson 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

General Manager's Report

Construction on the Transfer Center Retail Space is complete, and Ninja Mike's is prepared for a soft opening on August 27.

Changes to the Strategic Plan requested by the Board are being worked on with the help of Jarrett Walker & Associates. Midtown Association has been made aware of the changes to the project and are supportive of the changes.

Staff is continuing to narrow down the scope of services and costs for the Facilities Master Plan. MUTD is awaiting word from ASUM Student Senate on their financial contribution. Staff hopes to have this finalized to bring back to the Board for approval in September.

An RFQ was released for engineering designs capable of charging the Proterra electric buses. The RFQ closes on August 26.

Operations staff continues to make corrections to the Bus Stop Master Plan, according to recommendations made from the City. The project is ongoing.

Staff met with CarsonBise to review data necessary to perform the Impact Fee Study. MUTD is hopeful that the Study will be completed by the end of 2018.

MUTD's exterior advertising on the buses is currently contracted with the Missoulian. The contract ended on June 30, 2018. An RFP has been released to receive proposals for a new exterior advertising contract and will close on August 30.

The Mountain Line Route Map's that are currently in circulation need to be redesigned. MUTD's GIS intern, Dan Stone, has recreated the map to give a visual on what the updated map should look like. The current map is not easily refolded, expensive to print, and cannot be used too many times before being disposed of.

In 2012, in response to the elimination of Route 10 , the Board authorized an agreement with MRTMA to provide vanpool service in the Mullan Road area. The ridership for the vanpool has gradually decreased every year. The contract was originally set to end in 2016, but was extended an additional two years. Staff has notified MRTMA of MUTD's intent to cease funding for the vanpool at the end of calendar year 2018.

Aldridge provided an update on the Small Urban Network (SUN) Conference he attended, which gives small urban transit systems the opportunity to connect with same-sized organizations.

Minutes of August 22, 2018

Odegaard made a motion to approve the minutes of August 22, 2018, seconded by Goldman. The motion carried unanimously, with Blair abstaining.

Disadvantaged Business Enterprise Program FFY 2019-2021

Magnusen explained the Disadvantaged Business Enterprise (DBE) Program, which is required by the FTA for an agency to complete if it receives federal funding. The intent of the DBE Program is to provide minority or women owned businesses the same opportunity as other businesses.

Blair made a motion to approve the Disadvantaged Business Enterprise Goal Methodology for FFY 2019-2021, seconded by Davis. The motion carried unanimously.

2018 Strategic Plan

Caristo discussed the changes made to the Strategic Plan. Using Public Comment from the July Board Meeting, as well as comments from the July and August Planning Committee Meetings, Staff was able to amend the Strategic Plan accordingly.

The Primary Transit Network (PTN) map was enhanced to distinguish the PTN and make the colors more legible. Stephens Avenue was added to the PTN map to show interim routing. Volume I will be renamed as Appendix A, and Volume II will be renamed as 2018 Strategic Plan. Volume II will have a Vision statement added to explain MUTD's planning, successes, and goals.

The Taxing District Section (Volume II, pg. 51) will include a description on how District annexations have followed subdivision approvals, per City and County. Lastly, Phase 5 will now be the Brooks Street Redesign, and the purpose of the project will be more strongly defined.

Davis made a motion to adopt the 2018 Strategic Plan as a guiding policy document for the District, seconded by MacArthur. The motion carried unanimously.

Adjournment

The meeting adjourned at 1:54 p.m.
Submitted by Elizabeth Wehling