



**Missoula Urban Transportation District
Board of Directors Meeting Minutes
September 24, 2020**

Approved November 12, 2020

Members Present

Jesse Dodson, Chair
Anna-Margaret Goldman, V.C.
Andrea Davis, Treasurer
Doug Odegaard, Secretary
Amy Cilimburg
Skye Borden
Don MacArthur

Members Absent

Staff

Corey Aldridge, General Manager
Mary Hanson, Dir. Fin. & Admin
Jennifer Sweten, Director of Ops.
Shanti Johnson, COMS
Vince Caristo, Projects & PIng Mgr
Dan Stone, Transit Planner
Elizabeth Wehling, CSR

Guests

None

Call to Order and Roll Call

Dodson called the meeting to order at 12:02 p.m. Roll call was taken.

Changes or Additions to Agenda

None

Public Comment on Items Not on the Agenda

None

Discussion Items

General Managers Report

Hanson discussed JCCS' visit to prepare the FY2020 Audit and expects to receive final comments regarding the audit by the end of September. The final audit will be presented in the next couple of months to the Board. EWS implementation is moving forward.

Sweten updated the Board on new vehicles being put into service in Operations. Scheduled service is expected to resume on October 5. Union negotiations will begin in October. Maintenance staff is preparing the fleet and facilities for winter operations.

Caristo discussed the bus stop improvement project implementation. Staff is working with GMV Synchronatics to finalize the project timeline.

Johnson reviewed the completion of the Electric Streams concert series hosted by Mountain Line and community engagement that transpired during these events. Educational post cards

regarding the Mill Levy will be distributed by mail to 31,000 households within the transportation district.

Aldridge explained the changes Staff continue working on to amend the definition of urban transportation districts as they are in the Montana Code. Updated language recommendations will be brought to the October Planning Committee Meeting. Land acquisition for a new facility is continuing.

Action Items

Minutes of August 27, 2020

Cilimburg made a motion to approve the minutes of August 27, 2020, seconded by Goldman. The motion carried unanimously.

June 2020 Unaudited Financial Statements

Hanson gave an overview of the unaudited June 2020 Financial Statements. The facilities and fleet replacement reserves are fully funded at the seven-year level currently, with the operating reserve fully funded at the five-month level. The facilities project is funded at \$4.8 million. The operating reserve is funded at \$3.1 million to cover five months of operating costs. The unrestricted net position is at (\$4,945,790) due to reserve allocations. The total net position is \$24,078,991. All departments expenses are under budget except for facilities due to COVID-19. Discussion ensued on property acquisition for a new facility.

Davis made a motion to accept the unaudited June financial statements, seconded by Odegaard. The motion carried unanimously.

Bus Disposal

Sweten discussed the disposal of vehicles 112 and 119. MUTD has received new Paratransit vehicles recently and is ready to dispose of aging fleet. These two vehicles reached their cap mileage before their depreciation was reached, which will allow for MUTD to write off the depreciation value for \$12,500.

Odegaard made a motion to authorize the General Manager to dispose of vehicles 112 and 119 which have reached the end of their useful life, seconded by Cilimburg. The motion carried unanimously.

Bus Disposal Donation

Sweten explained the donation of vehicle 122 to the Missoula fire department to assist with Missoula's newly implemented Crisis Intervention Team. This equipment will help transport individuals with mobility devices.

Cilimburg made a motion to authorize the General Manager to dispose of the vehicle 122 which has reached the end of its useful life, seconded by Goldman. The motion carried unanimously.

Bus Operator Barriers

Sweten reviewed the purchase of polycarbonate barriers for the 2009 Gillig buses. As cases of COVID-19 continue expanding, steps necessary to returning to normal service need to be taken that ensure the safety of operators and passengers. These barriers will allow for the front door to be used again for boarding for security control and maintain ADA specifications.

Davis made a motion to authorize the General Manager to purchase 10 polycarbonate driver shields for the 2009 Gillig Buses for \$20,500, seconded by Odegaard. The motion carried unanimously.

Adjournment

The meeting adjourned 1:02 p.m.

Submitted by Elizabeth Wehling