

Streamline/Galavan Advisory Board Minutes
February 25 , 2014 ; HRDC Board Room
8:30 to 10:00

Board Members Present: Merle Phipps, Seth Ward, Colleen Lindner, Chris Budeski, Carsten Kirby, Kasey Welles, Diann Harding, Bill Hock, David Kack, Suzanne Winchester

Board Members with excused absence: Vicky York

Board Members not present: I-Ho Pomeroy, Patty Gunderson

Others Present: Lee Hazelbaker, Sunshine Ross, Jeff Rupp, Dan Martin, Heather Grenier,

Public Comment: Call to order 0833. No public comment

Approval of Previous Minutes: Motion to approve the January minutes with the correction of Heather Grenier was listed twice, Motion to approve with correction by David Kack, second by Seth Ward. Motion passes, approved with correction above.

Presentation(s):

Discussion Items: Board nomination: Colleen Lindner introduced Diann Harding and recommended her election to the Streamline/Galavan Board of Directors. Chris asked Diann to talk a little about herself. Diann described herself as elderly and mostly confined to a chair. She is a supporter of Galavan, "They are my lifeline". She has never served on a board before or done anything with grants. I have worked at HRDC as a receptionist. Chris mentioned how important it is to have users of Streamline/Galavan on the Board to give us the riders perspective. The Board introduced themselves. Colleen Lindner made a motion to accept Diann as our newest board member, second by David Kack. No discussion followed and the motion carried unanimously.

MDT Coordination Plan:

- This was noticed as a public meeting but no response,
- David presented the latest budgets in conjunction with the coordination plan. We will get \$25k for trans aide. For Galavan we are looking at about 13,700 operating surplus. In Streamline we are looking at about 34,000 operating surplus. Looking at when money for approved buses comes due.
- We are also looking at a slightly different bus for Livingston; this is a 45 foot bus with better seats. This bus sits a little higher, and holds more people (approx. 40) plus two wheel chair set ups. The question was asked if we had information on cost of maintenance for this type of bus? David K. thought maintenance would be similar or less. This is not an around town bus because it is 45feet long. Dan M. is encouraged about this type of bus given the size and relatively low cost. Storage is in the rear, does not come in a bussel back.

- With the two transit buses and this bus we are looking at about 170,000 in matching funds of capital purchase in the next year or two.
- A motion to accept the budget to be submitted with the coordination plan which includes the purchase of the 3 buses was made by Merle Phipps, seconded by Suzanne Winchester. The motion was approved.

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A discussion followed on the renewal of the Karst contract, which is a one year contract. Lee mentioned that he has been very satisfied with the service that Karst has been providing and did not see a need to go out for bid at this time, and further unless the board had an objection he would recommend that we stay with Karst. Suzanne W. added as a rider that the drivers and cleanliness Karst provides has been exceptional. David Kack made a motion to approve a one year renewal with Karst seconded by Colleen Linder. The motion passed.

Transportation Software: We are working on an RFP with Taylor Landsdale to bring our Streamline and Galavan together under the same software. Lee feels it would be a benefit to have a single software package, the thought being to look at 4-5 proposals. This would require Board approval and Lee is asking for a motion to put forth an RFP to accomplish this. New software would allow us to move to Google maps and have better utilization of handheld apps. David K. made a motion to move ahead with the RFP second by Carsten Kirby. Motion passes.

Harlow Repair: We had a repair being done in Whitehall and as Harlow was returning the bus to us there was a tire blowout and resulting damage to the body of the bus. We have been negotiating with Harlow in terms of how this would be paid. Harlow's insurance company denied the claim and Harlow is asking if we would be willing to help with the cost of those damages. Total cost of repair was \$2500, Lee would like to pay the bill in a show of good faith. Chris mentioned this was a no fault incident. There was some discussion around the denial of coverage by Harlow's insurance. Suzanne made a motion to pay \$1500 upon receipt of a letter of denial of coverage by Harlow's insurance company, second by Kasey Welles. Motion passed.

Reports:

Directors/Coordinators report- Lee Hazelbaker

- There are issues with two busses at this time 604/614 that will require repairs.
- We are more Galavan riders than we ever have. We have full staffing and talking about restarting the Saturday service.
- Lee has been selling advertising on the Galavan buses approx. 4x\$1000
- Chris pointed out that the Streamline contribution to Galavan is increased by \$5000.00 this budget.
- David K. mentioned the high number of no shows on Galavan routes and asked if we are tracking this. Lee said some letters have been sent to certain passenger's. Right now we are not denying any rides. Lee said currently we can count on about 20% cancelation. Suzanne mentioned that the no-shows were much more problematic than cancelation. The question of automated call backs for confirmation of rides was brought up.

Treasurer's report- David Kack

- So far this year with Galavan 60% through the year we adjusted expectations for Smyth fund. Approx. \$1,500 operating surplus. We would then take about 10,000 from reserves for new bus.
- Streamline 60% through year, expenses down by forecast. We are hoping for a 61,000 operating surplus to be held for new bus expense.
- Suzanne had questions regarding the difference between adopt a bus and advertising revenue. Adopt a bus should probably be removed.
- Ridership is up again

Secretary's report-Merle Phipps

Nothing to report

Late Night report – Kasey Welles

- Kasey mentioned there would be a change in the guard in that he was planning on graduating. They are currently looking for applicants.
- How did the Airport run go? Dan mentioned we had a very strong response over Christmas break.

Subcommittee Reports:

Operations-

Nothing to report

Marketing – Colleen Lindner

Nothing to report

Paratransit – Suzanne Winchester

Nothing to report

Budget –

Nothing to report

Bylaws – Merle Phipps

Nothing to report

Nominations – Colleen Lindner

Nothing to report

Public Stakeholders – Jeff Rupp

Nothing to report

For the Good of the Bus

David K. mentioned that Skyline is out to bid for a new provider; we went over allotted time with Karst. RFP's out and waiting for response.

MTA will be in town April 21 to 24th in Bozeman. Will be at Hilton Garden Inn. David K. will send out.

Next Meeting – March 25th 0830