



GREATER IDAHO FALLS TRANSIT

dba TRPTA TARGHEE REGIONAL PUBLIC TRANSPORTATION AUTHORITY PHONE: 208-612-8323

BOARD MEMBERS: Lisa Farris, Jim Freeman, Arnold Cantu, and Hailey Mack

April 16, 2024 10:00 am - 11:00 am

Idaho Falls City Annex Building - Small Conference Room

Agenda

- Introduction and welcome - Jim Freeman

Financial Update - Jim Freeman for Lisa Farris

- \$600,000 CD (5.5% APR) 6-mnth maturity purchased 3/29/24 with Bank of Commerce Business (BOC) account funds.
- Balance of BOC account funds (as of 4/09/24) \$134,857.53
Balance includes purchase of \$600,000 CD and sponsorship deposits.
- Lisa and Kade met with City Treasurer, Mark Hagedorn on GIFT Asset Investment.
Will continue to explore low risk options with good rate of return.
- ACH transaction of \$6511.00 pending for GIFT to outsource charter services with Mustang Transportation to/from Oct event.

Discussion of GIFT and Ammon service area - Jim Freeman

Updates/Discussion items for Action - Kade Marquez, Transit Coordinator:

- Pacific NW Nuclear Conference - GIFT/outsource with Mustang Transportation (see quote).
- Agreement review by Legal for charter services by Mustang Transp. coordinated by GIFT.
- Option of a Fee Resolution template to be used in the future (to request from legal).
- Review funding and budgets.
- Status of 5310 and AAA transportation award.
- Monthly sponsorship, GIFT app updates, and policy changes.

Action Items

- Approve March 19, 2024 GIFT Board Meeting Minutes.
- Approve Financials from 3/19/24 thru 4/9/24.
- Approve a deposit of \$4300.00 to Mustang Transportation for shuttle services between hotels/Mountain America Center 10-7 thru 10- 11, 2024 during the Nuclear Conference.

Other

Update on Bylaws - being updated and reviewed by City/Legal.

For a program, service, or activity of the City of Idaho Falls that is not accessible to persons with disabilities should be directed to the City's ADA Coordinator: ADA/Section 504 Coordinator, Lisa Farris, Email: Lfarris@idahofallsidaho.gov 680 Park Avenue Idaho Falls, ID 83402 (208) 612-8323 or Fax: (208) 612-8520 TTY: (800) 377-3529 or Idaho Relay 711.

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MUSTANG TRANSPORTATION, LLC

(208) 243-3010 | info@mustangbus.com

WWW.MUSTANGBUS.COM

Charter Estimate

Client	Greater Idaho Falls Transit	Quote #
	1690 Event Center Drive	3359
	Idaho Falls, ID 83402	Quote Date
	208-612-8487	3/18/2024
	Kade Marquez	
	kmarquez@idahofalls.gov	

Trip Details

Group Name:	American Nuclear Society	Group Phone:	
Group Leader:	Kade Marquez	Passengers #:	110
Pickup Location:	Various Hotels around Idaho Falls	Destination:	Blue Cross Conference Center 1690 Event Center Drive I.F.
Departure Date:	10/7/2024	Return Date:	10/11/2024
Departure Time:	1:30 PM	Return Time:	6:00 PM
Load Time:	1:15 PM	Est Mileage:	440

Notes: Nuclear Conference. Shuttle between Hotels and MAC on various days with the following times. Monday Oct 7th(1 bus) from 1:00PM-7PM. (continuous loop) Tuesday Oct 8th- from Hotels (North and South) to MAC from 7am-9am and 4pm-7pm. Wednesday -Octobr 9th - 7:00am - 9:00am, 4:00pm - 8:00pm, then start up again from 9:00pm - 10:30pm. Thursday October 10th...7:00am - 9:00am, 4:00 - 5:30pm Buses can be

Item	Description	Qty	Unit price	Total price
Charter	Mileage/Driver - Flat Rate-Monday	1	\$500.00	\$500.00
Charter	Mileage/Driver - Flat Rate-Tue-Thur	4	\$750.00	\$3,000.00
Charter	Mileage/Driver - Flat Rate Wednesda	1	\$800.00	\$800.00

Subtotal \$4,300.00

Signature: _____

Tax rate 0.00%

Date: _____

Sales tax \$0.00

\$4,300.00

Please give 48 hours notice prior to departure time for cancellations; failure to do so will result in a cancellation fee. Mileage is estimated, in the event that a trip goes 50 miles further than this estimate Mustang Transportation reserves the right to bill for the additional miles on the final invoice. Customer is responsible for any damage to bus caused by passengers. Customer will be charged a cleaning fee of up to \$500 if passengers make and leave a mess on the bus. Client understands that Mustang will not be held responsible or give discounts for delays caused by traffic, construction, weather, breakdowns or any other unforeseen circumstances and full payment will still be required.



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March 19, 2024 10:00 am - 11:00 am
Idaho Falls City Annex Building - Small Conference Room

The meeting started at 10:05 am and the following GIFT Board members were present: Lisa Farris, Jim Freeman, Arnold Cantu. Microsoft Teams was made available for Hailey Mack, Board Director. **Staff Present:** Kade Marquez/Transit Coordinator, Ian Turner/Airport Director. **Introduction/welcome** by Lisa Farris, followed by a financial update as follows:

- \$730,108.73 is the current balance of Bank of Commerce Business (BOC) account.
- BOC statement was as of 2/29/24.
- Balance included deposits after 2/29/24 for the City's annual donation of \$160,000.
- Funds earned by marketing through sponsorships were also included in the balance.

Kade Marquez discussed the advantages of opening a CD account with Bank of Commerce to grow current Business Account funds and help sustain the program. A balance of the funds would be kept in place to use as match to access available funding opportunities. BOC offered a rate of 5.5% with 6 months maturity and an increase of 30 basis points. The Board agreed to invest \$600,000.00 and leave the balance of BOC funds in the account to go towards business expenses and match requirements for future grant opportunities. Kade agreed to ask Darci of BOC (Broadway Branch) if they will honor the rate/term until after Spring break when one of the signatories would be available to complete the transaction with Lisa Farris.

Action Items taken:

- Motion made by Lisa Farris to approve the Financials from Feb 8, 2024 thru March 18, 2024, second by Jim Freeman, and all were in favor.
- Motion was made by Jim Freeman to approve November 14, 2023 Teams Meeting Minutes, second by Arnold Cantu, and all were in favor.
- Motion was made by Jim Freeman to approve February 20, 2024 GIFT Board Meeting Minutes, second by Arnold Cantu, and all were in favor.
- Motion was made by Jim Freeman to approve the transfer of a \$600,000.00 in BOC GIFT Business Account funds to a Certificate of Deposit account with BOC for a 6-month period and a 5.5% APR. Arnold Cantu second the motion, and all were in favor.

Kade Marquez, Transit Coordinator provided updates as follows:

5310 Award of \$372,000 - ITD in the process of clarifying how they plan to obligate the funds. Kade would like them to be obligated and spent before the end of June.

5307 funds are to be spent from 2020 funds.

Area Agency on Aging Transportation award of \$30,000.00:

Agreement signed by John Radford, EICAP ED three weeks ago. Kade to provide a copy to Lisa Farris. Funds obligated for free rides for seniors March thru June 30th or sooner as spent down.

Monthly sponsorships:

Discontinued for Foothills Dental and replaced with the Library Reading Program.

Funding opportunity in process by Chris Cantfield working with the Technical Advisory Committee through the BMPO Policy Board to support a carbon reduction project that would purchase up to (4) hybrid vehicles for GIFT. Would provide (4) additional vehicles to wrap and increase sponsorship through marketing/advertising.

GIFT app updates and policy changes to reflect new prices as of 4/1/24:

- \$4.00 for on demand rides
- \$6.00 for other than on demand rides
- \$10.00 after hour rides
- Seniors ride for free till June 30th or when the funds are spent.

Jim Freeman shared how he heard riders talking about the fare increase without issue.

Kade shared that DWI/ED expressed a concern of the increase being harder for many DWI clients.

DWI was advised that they might want to have a formal conversation with the GIFT board to use their GIFT budget as a federal match donation to support a program for their participants.

Service was closed March 2, 2024, due to winter weather conditions having a negative impact on travel. Bookings were credited and no complaints were received.

Upcoming Events:

- Adult Easter Egg Event at the end of March will increase ridership needs after hours.
- Regional Dog Handlers Event in April. Police to utilize GIFT for the after-hours event.

Data Summary provided by Kade Marquez:

- Ridership up and on track to reach previous year ridership record by the end of March.
- Approximately 167,000 rides provided.
- County Probation/Parol success rate is up due to GIFT rides for clients that cannot drive.
- Ridership tends to go down when weather is good (such as 3/17/24).
- Cost to operate daily is ~\$5,000.00.
- More data will be available in July.

Lisa Farris asked Ian Turner if Tailwinds Concessions, located in the airport, would be willing to allow customers to round up their tab to the nearest dollar and donate the difference to GIFT.

Ian agreed to ask. Lisa Farris asked Kade Marquez if Walmart and Albertsons could be approached to offer the same option at checkout. Kade agreed to ask.

Other

Lisa Farris provided a copy of the current bylaws (4/20/24) and explained how the lack of signatures was due to pending outgoing/incoming Board positions over the course of last year. Lisa will ask Michelle about the original author. Board agreed to review and forward suggested modifications to Lisa so she may work with City/Legal to update the document before obtaining Board signatures. The meeting adjourned at approximately 11:15 am.

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		Current as of 4/09/2024							
CY 2024	1/1/24 - 12/31/24								
GIFT									
Input/Output									
Bk Commerce									
Act #....7137									
Type	Date	Amount	Transaction	Reason	Other Info				
Begin Bal.	1/1/1/2024	\$544,381.58			Statement Jan				
County Warrant	4/5/2024	\$424.00	Deposit	CK#18567698	Voucher #165272				
EldahoRMC	4/5/2024	\$208.00	Deposit	CK#45551383	Smart Voucher				
Foothills Denta	4/5/2024	\$1,620.00	Deposit	CK#7038	Sponsorship Bill 110				
CEI	3/29/2024	\$2,400.00	Deposit	CK# 26736	Sponsorship Inv.# 3/15/24				
BOC	3/29/2024	-\$600,000.00	Transfer	CD Purchase	5.5% 6 Mnth				
STRIPE	3/28/2024	\$96.80	Deposit	Transfer	Auto Deposit				
IFCH	3/18/2024	\$3,240.00	Deposit	CK#29718	Inv.#110	Jan			
Mountain VH	3/18/2024	\$3,240.00	Deposit	CK#165688	Inv.#111	Jan			
EldahoRMC	3/11/2024	\$216.00	Deposit	CK#45420212	Smart Voucher				
IFCH	3/11/2024	\$3,240.00	Deposit	CK#29623	Inv.#109				
City of IF	3/11/2024	\$160,000.00	Deposit	CK#406079	2023 GIFT Sponsorship				
Mountain VH	3/11/2024	\$3,240.00	Deposit	CK#165476	Inv.#110				
CEI	2/29/2024	\$2,400.00	Deposit	CK#26520	Sponsorship Inv.#26520				
Foothills Denta	2/29/2024	\$1,620.00	Deposit	CK#6985	Sponsorship Bill #108				
Brio Idaho HC	2/29/2024	\$100.00	Deposit	CK#76140622	Sponsorship Inv.#116				
EldahoRMC	2/23/2024	\$192.00	Deposit	CK#45339890	Smart Voucher				
EldahoRMC	1/11/2024	\$200.00	Deposit	CK#45066117	Smart Voucher				
Foothills Denta	1/11/2024	\$1,620.00	Deposit	CK#6904	Sponsorship Inv. #107				
MZDingman	1/12/2024	-\$17.35	Withdrawal	Cashiers Check	#83299 Reimb of web/domain				
Mountain VH	1/26/2024	\$3,240.00	Deposit	CK#163380	Sponsorship Tr Inv.#9				
CEI	2/7/2024	\$2,400.00	Deposit	CK#26386	Sponsorship Inv. #112				
STRIPE	1/9/2024	\$796.50	Deposit	Transfer	Auto Deposit				
Total		\$134,857.53							