



GREATER IDAHO FALLS TRANSIT

dba TRPTA TARGHEE REGIONAL PUBLIC TRANSPORTATION AUTHORITY PHONE: 208-612-8323 www.greateriftransit.com

GIFT Board Meeting – January 21, 2025 10:00 am - 11:00 am
Idaho Falls City Annex Building - Small Conference Room

Agenda

Introductions - Lisa Farris

Discussion Items

Lisa - October 15, 2024, GIFT Board Meeting Minutes.
November 19, 2024, GIFT Board Meeting Minutes

- Provided with agenda packet to review and approve.

Lisa - Financial Update from 11/20/24 thru 12/31/24 AND 1/1/25 thru 1/21/25

- Bank of Commerce (BOC 7127) Business Checking.
- BOC 7812 Business Savings.
- Local Government Investment Pool (LGIP - 4091) GIFT Main Act.
- (LGIP-4113) Senior Disc. Act.

Kade - Updates

- ITD and BMPO - Review/approve ratified MOU.
- Update - Grand Peaks Medical and Dental and GIF vouchers.
- Discuss promotional rides, sponsorships (new/renewals).
- Discuss selling GIFT tokens as needed at previous disability rate discount.
- Discuss Kade's ability to negotiate with Arnold/CCI for a bus stop and possible sponsorship of free ride location (exceeds the 10k\$ limit).
- Vehicle replacement update.

Ian - GIFT by-laws/update

- Latest draft.
- GIFT Policy - Ongoing - define the purpose and difference between by-laws and policy.

Action Items - Lisa Farris

- Approve November 19, 2024, GIFT Board Meeting Minutes.
- Approve October 15, 2024, GIFT Board Meeting Minutes.
- Approve Financials from 11/20/24 thru 12/31/24 AND 1/1/25 thru 1/21/25.
- Approve ratified MOU between ITD, BMPO, and GIFT.
- Approve the sale of GIFT tokens at previous disability rate discount as needed.
- Approve authorization for Kade Marquez, Transit Coordinator, to negotiate with Arnold Cantu of CCI for a bus stop, possible sponsorship for a free ride location, and allow the negotiated cost to exceed \$10,000.

Other

Adjourn

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. Contact should be made as soon as possible, but no later than 48 hours before the start of the meeting.

Lisa Farris opens the meeting on October 15 at 10:00 am with the following board members present:

Lisa Farris, Chair/Treasurer, Jim Freeman, Co-Chair, Ian Turner, Board Director, and Hailey Mack, Secretary. Additional city staff present include Kade Marquez, Transit Coordinator, Rachel Huntsman and Darrell West, BMPO Director. Aimee Zimmer, COO of Grand Peaks Medical and Dental also in attendance. Arnold Cantu is absent.

Discussion Items- Lisa Farris, Kade Marquez, Aimee Zimmer, and Ian Turner

- Lisa Farris discussed violation of Idaho Open Meeting law that occurred during the September 17, 2024, board meeting. The violation was due to a discussion item leading to an action item that was not included on the posted agenda as an action item. The action taken at the September 17 board meeting was void. The violation was self-recognized by Board Director, Ian Turner on October 1, 2024, and was placed on the October agenda as an action item.
- Lisa provided a financial update as of October 15, 2024.
 - Bank of Commerce Business Checking balance is \$403,675.18.
 - Bank of Commerce CD of \$600,000.00 matured on 9/24/24 with a balance of \$616,066.84.
 - The previous \$250,000 fund has been rolled into a new CD with 5.25% over 180 days.
 - The remaining \$366,066.85 funds from the previous CD have been deposited into the Bank of Commerce Business Checking.
 - Bank of Commerce Business Savings balance is \$39,128.81.
 - LGIP – main account balance is \$169,150.00
 - LGIP – senior donations account balance is \$0
 - LGIP – old TRPTA account balance is \$651.24
- Kade introduced Aimee Zimmer, Grand Peaks Medical and Dental COO. Aimee provided information on Grand Peaks plans to build a new clinic near Costco and explained the need to provide rides to their patients to specialty doctor appointments. Grand Peaks currently has a clinic in Rexburg and Saint Anthony with a temporary clinic in Idaho Falls. The number of patients that could possibly need transportation ranges from 3,500 to 11,000 unique patients. Kade discussed the possibility of voucher purchases to allow ride to and from doctor appointments for their

patients. Discussion continued around the opportunities of growth for both organizations and the need to draft a memorandum of understanding.

- Kade provided a Ridership Report for the month of September stating a lower rider count but an increase in revenue. The lower rider count may be due to school being in session or a stronger economy. The increased revenue is due to the booking/technology fee and the senior donations. The average wait time for on-demand rides is 16 minutes, the best wait time that GIFT has offered. The number of no shows has also continued to decrease with changes implemented including charging the card on file. Upcoming, Kade is looking to purchase three more vans with the Carbon Reduction grant. Also working to partner with CEI for students and employees, however we are currently waiting for CEI Administration to make decisions. The future demand is unknown based on the possible agreements with CEI and Grand Peaks. Also announced, GIFT has been inducted into the Hall of Fame for Innovation in Transportation.
- Kade suggested since ridership is currently down, but we expect it to increase in a few months with the possibilities on the horizon that now is a good time to provide goodwill within our community. Kade recommends that GIFT provides free rides to community members to certain community events. Some possible events are Boo at the Zoo, Homeless Standdown, and Festival of Trees. The free rides should be considered marketing, and an opportunity to introduce GIFT to possible new riders.
- Ian is working on updating the by-laws and will send out an updated copy for the board to review. Discussion ensued on the purpose of the by-laws and the difference between by-laws and policy. Send all suggestions to Ian to work towards the completion of the updating bylaws project.

Action Items voted

- Approved to acknowledge Open Meeting law violation that was self-identified. Moved by Jim Freeman, seconded by Ian Turner, and all were in favor.
- Approved to allow Kade Marquez, Transit Coordinator, access to the Bank of Commerce account to see transactions on the accounts. Moved by Jim Freeman, seconded by Ian Turner, and all were in favor.
- Approved September 17, 2024, board minutes with 2 minor changes. Moved by Jim Freeman, seconded by Lisa Farris, and all were in favor.

- Approved allow the GIFT Board Chair, Co-chair and Transit Coordinator to work with Grand Peaks Medical and Dental on an Memorandum of Understanding to provide rides to patients within GIFT's service area. Moved by Ian Turner, seconded by Jim Freeman, and all were in favor.
- Approved to offer free promotional rides to one community event a month for the last three months of the 2024 year. Moved by Lisa Farris, seconded by Ian Turner, and all were in favor.
- Approved Financials 9/18/24 through 10/15/24. Moved by Lisa Farris, seconded by Hailey Mack, and all were in favor.

The meeting adjourned at 10:57am that was moved by Lisa Farris, seconded by Ian Turner, and all were in favor.

Lisa Farris opens the meeting on November 19 at 10:05 am with the following board members and guests present:

Lisa Farris, Chair/Treasurer, Jim Freeman, Co-Chair, Ian Turner, Board Director, Arnold Cantu, and Hailey Mack, Secretary. Additional city staff present include Kade Marquez, Transit Coordinator, Rachel Huntsman and Darrell West, BMPO Director and Margret Wimborne, Mayor's Chief of Staff.

Discussion Items- Lisa Farris, Kade Marquez, and Ian Turner

- Lisa provided a financial update as of November 19, 2024.
 - Bank of Commerce Business Checking balance is \$21,530.18. (pending deposits not included in reported balance)
 - Bank of Commerce Business Savings balance is \$11,328.81. (pending deposits not included in reported balance)
 - LGIP – main account balance is \$555,671.10
 - LGIP – senior donations account balance is \$37,497
 - LGIP – old TRPTA account balance is \$651.24

- Board members discussed board positions and a possible need to split the board chair position and treasurer position to create a check and balance, ensure no violations with upcoming audits, and decrease the workload on the current board chair.

- Ian Turner provided an updated version of the bylaws and asked for discussion about board position nominations and removal or resignations of board officers. Discussion ensued based around the financial section of the board bylaws and the possible need for an independent audit outside the City of Idaho Falls audit. It was determined that additional conversations are needed with legal to ensure proper oversight and compliance. GIFT Board is required to hold its own budget meeting beyond the City of Idaho Falls budget meeting. There was discussion about how board seat allocation is based on ridership or population base or financial contribution.

- Kade provided an update about a possible MOU with Grand Peaks Medical and Dental. The requests by Grand Peaks Medical and Dental were not possible to implement due to the increased workload it would place onto GIFT. Kade was able to sell Grand Peaks Medical Dental 100 vouchers for them to provide to their customers.

- The Memorandum of Understanding with Bonneville Metropolitan Planning Organization is not ready to be approved but is currently being edited and reviewed.
- Kade provided an update about promotional rides and sponsorships GIFT provided at Boo at the Zoo where a handful of rides were provided with positive user feedback. Many free rides were provided on election day and to the Homeless Standdown event hosted by the city. A lot more veterans attended this year, and it is believed the free rides aided in the increase. Kade also discussed the upcoming holiday lighting and Santa's pup.
- Currently GIFT has a vehicle with transmission issues and we are hoping to replace the 8 vehicles with Downtowner by June 2025. There is a 14-person Turtle Top ADA vehicle coming in April or May. We are also waiting for the funding agreement with CMAC for electric vans. The goal for the next year is to have 15 vehicles, which is an increase from the 6 that GIFT started with.

Action Items voted

- Board minutes from September 17, 2024 and October 15, 2024, were approved with changes. Moved by Ian Turner, seconded by Jim Freeman, and all were in favor.
- Approved Financials 10/16/24 through 11/19/24. Moved by Lisa Farris, seconded by Arnold Cantu, and all were in favor.
- Tabled Memorandum of Understanding with Grand Peaks Medical and Dental to provide rides to patients within GIFT's service area. Moved by Hailey Mack and seconded by Jim Freeman, all were in favor.
- Tabled Memorandum of Understanding with Bonneville Metropolitan Planning Organization. Moved by Lisa Farris and seconded by Arnold Cantu, all were in favor.
- Approved reimbursement to City of Idaho Falls of \$1,667.58 for the cost of the cany used by GIFT for the 4th of July parade. Moved by Ian Turner and seconded by Jim Freeman, all were in favor.

The meeting adjourned at 11:26 am.