

Valley Regional Transit Board of Directors Meeting AMENDED Agenda

Wednesday, September 15, 2010 at 2:30 p.m.

Meridian City Hall - 33 E. Broadway Avenue - Meridian, Idaho

- I. CALLING THE ROLL** Chair Charlie Rountree
- II. AGENDA ADDITIONS/CHANGES** Chair Charlie Rountree
- III. CONSENT CALENDAR** Chair Charlie Rountree
- A. Acceptance of 08/02/10 Management Committee Meeting Minutes** **Pages 6-9**
 - B. Approval of 07/21/10 VRT Board Meeting Minutes** **Pages 10-14**
 - C. Approval of 08/18/10 VRT Board/Committee Work Session** **Pages 15-17**
 - D. Acceptance of Financial Reports as of 05/31/10 and 06/30/10**
<http://www.valleyregionaltransit.org/Portals/0/committees/FinancialReportsMay2010.pdf>
<http://www.valleyregionaltransit.org/Portals/0/committees/FinancialReportsJune2010.pdf>
 - E. VRT Surplus Property Policy and Procedures-Amended** **Pages 18-19** **Bruce Sackron**
*The board will consider **Resolution VBD10-019** to approve amended Surplus Property Policy and Procedure as reviewed and approved by the Management Committee on 08/02/10. The amended version is required due to changes in the VRT organization structure, State of Idaho and Federal requirements, and additional methods that are currently available to generate the best value for disposing of an asset. Notification of member jurisdictions of any equipment or vehicles to be disposed of has been added to the policy per the Management Committee discussion on 08/30/10. The red-lined version of the policy is attached as a separate file.*
- IV. PUBLIC HEARINGS**
- A. Staff Report - Transfer of the Downtown Boise Transit Mall Bus Shelters** **Rhonda Jalbert**
Rhonda Jalbert will present a staff report on the Transfer of the Downtown Boise Transit Mall Bus Shelters to Bogus Basin for use in their parking lot for their shuttles.
 - B. PUBLIC HEARING - Transfer of Downtown Boise Transit Mall Bus Shelters** **Page 20** **Chair Charlie Rountree**
The Chair will conduct a Public Hearing on the transfer of ownership of the Downtown Boise Transit Mall Bus Shelters to Bogus Basin for use in their parking lot for their shuttles. The Public Notice is attached.
 - i. ACTION - Transfer of Downtown Boise Transit Mall Bus Shelters**
Following the public hearing, the VRT Board will consider for approval the transfer of the Downtown Boise Transit Mall Bus Shelters to Bogus Basin for use in their parking lot for their shuttles and authorize the Management Committee to execute the final agreement transferring ownership to Bogus Basin.

C. Staff Report – Donation of Obsolete and Surplus Computer Equipment **Bruce Sackron**

Bruce Sackron will present a staff report on the donation of obsolete computers and peripheral equipment to Computers for Kids, a non-profit entity.

D. PUBLIC HEARING – Donation of Obsolete and Surplus Computer Equipment

The Chair will conduct a Public Hearing on the donation of obsolete computers and peripheral equipment to Computers for Kids. The Public Notice is attached.

i. ACTION - Donation of Obsolete and Surplus Computer Equipment

Following the public hearing, the VRT Board will consider for approval donation of obsolete computers and peripheral equipment to Computers for Kids, a non-profit entity.

V. ACTION ITEMS

A. Shelters and Bus Stops

i. Shelter Study and Criteria **Pages 21-22 Rhonda Jalbert**

The board will review for approval the Shelter Study and Criteria for new and replacement shelters as reviewed and approved by the VRT Management Committee on 08/30/10.

ii. Transit Shelter Agreement between VRT & CCDC **Pages 25-32 Rhonda Jalbert**

The members will review for approval the Intergovernmental Agreement between VRT & CCDC for the local match and ownership of the new downtown Boise Transit Mall Shelters as reviewed and approved by the VRT Management Committee on 08/30/10.

iii. Bus Stop Enhancements - Phase II Design - Task Order #4 **Pages 33-59 Rhonda Jalbert**

*As reviewed and recommended by the VRT Management Committee on 08/30/10, the VRT Board will review for approval **Resolution VBD10-021** to approve Phase II Design for Bus Stop Enhancements - Task Order #4.*

B. Multimodal Center

i. Multimodal Center Agreement between VRT and CCDC **Pages 60-71 Rhonda Jalbert**

The board will review the agreement between VRT & CCDC for design, construction, and local match for the downtown Boise Multimodal Center as reviewed and recommended by the VRT Management Committee on 08/30/10.

ii. Downtown Boise Multimodal Center Project Services Agreement and Task Order #1 **Pages 72-99 Rhonda Jalbert**

Attached is an Authorization for Expenditure and Resolution VBD10-020 for the Project Services Agreement with ZGF and Task Order #1 for the Entitlement Phase of the downtown Boise Multimodal Center Design. The Task Order will be distributed at the meeting.

C. State Street Memorandum of Understanding Renewal **Pages 100-111 Rhonda Jalbert**

Attached is the latest version of the State Street Corridor MOU. The project coordinator, Fred Kitchener, is working with the Idaho Transportation Department to finalize elements of the MOU to include ITD as a signer. Staff will review the details of the MOU and incorporate board comments in the final draft. Staff is requesting the board agree to the MOU in concept and authorize the executive director to execute the agreement upon completion.

D. Administrative Building - Memorandum of Understanding with Meridian Development Corporation Ø
Pages 112-113 Kelli Fairless/Rhonda Jalbert

The board members will discuss the terms negotiated between VRT and the Meridian Development Corporation to move forward on building an administration building for Valley Regional Transit in downtown Meridian. The agreement is being negotiated at this time at the time the packet was developed, so any further information will be provided to the board members prior to the board meeting or at the meeting. The board will consider the agreement for approval.

E. Organizational Overview

Kelli Fairless

Kelli Fairless will give an organizational overview for FY2011.

i. Committee Work Programs for FY2011

The Committee Work Programs for FY2011 have been reviewed and approved by their respective committee and are attached for the board's consideration for approval.

- *Community Relations Committee* Ø Page 114 Mark Carnopis
- *Systems Performance and Planning Committee* Ø Pages 115-117 Mary Barker
- *Ways and Means Committee* Ø Pages 118-119 Kelli Fairless

VI. INFORMATION/COMMITTEE REPORTS

A. Mobility Coordination Progress Report

Kelli Fairless

Kelli Fairless will give a progress report on the Mobility Coordination Action Plan which will begin October 1st.

B. Procurement Calendar Ø

The most current Procurement Calendar is attached. Pages 120-121 Rick Thompson

VII. STAFF REPORTS

A. Executive Director Report Ø	Pages 122-123	Kelli Fairless
B. Financial and Administration Report Ø	Pages 124-125	Rick Thompson
C. Capital Infrastructure Projects Report Ø	Pages 126-127	Rhonda Jalbert
D. Transportation and Operations Report Ø	Pages 128-129	Bruce Sackron
E. Planning Projects Report Ø	Pages 130-131	Mary Barker
F. Community Relations Ø	Page 132	Mark Carnopis
G. Mobility Programs Report Ø	Pages 133-134	Gloria Chigbrow

Ø = Attachment

Agenda order is subject to change.

NEXT MEETING – Board/Committee Work Sessions:

Wednesday, October 20, 2010

2:30 p.m.

Meridian City Hall

33 E. Broadway Avenue

Meridian, Idaho

Arrangements for auxiliary aids and services necessary for effective communication for qualified persons with disabilities or language assistance requests need to be made as soon as possible, but no later than three working days before the scheduled meeting. Please contact Mark Carnopis, Community Relations Manager at 846-8547 extension 4215 if an auxiliary aid is needed.

LEGAL NOTICE
NOTICE OF PUBLIC HEARING

Valley Regional Transit, the regional public transit authority for Ada and Canyon counties, intends to donate six (6) bus shelters from the Downtown Boise Transit Mall on Idaho and Main to the Bogus Basin Recreational Association, a non-profit entity. Notice is hereby given that public comment is being sought regarding the disposition of the depreciated fixed assets. A public hearing will be held at 2:30 p.m. on Wednesday, September 15, 2010 in conference Room A at Meridian City Hall, 33 E. Broadway Ave., Meridian, Idaho, 83642.

People are welcome to make comments at the public hearing, limiting their comments to no more than three (3) minutes. Comments may also be mailed, faxed or e-mailed by 4 p.m. Tuesday, Sept. 14, 2010. The mailing address is Valley Regional Transit, attn: Bus Shelters Donation, 830 N. Main St, Ste. 230, Meridian, ID 83642. By fax: (208) 846-8564. By e-mail: rjalbert@valleyregionaltransit.org, subject: Bus Shelters Donation.

Requests for information about the disposition of the assets prior to the public hearing may be directed to Rhonda Jalbert Capital Infrastructure Project Manager, Valley Regional Transit, (208) 846-8547 ext. 4217 or by email: rjalbert@valleyregionaltransit.org.

LEGAL NOTICE
NOTICE OF PUBLIC HEARING

Valley Regional Transit, the regional public transit authority for Ada and Canyon counties, intends to donate obsolete computers and peripheral equipment to Computers for Kids, a non-profit entity. Notice is hereby given that public comment is being sought regarding the disposition of the depreciated fixed assets. A public hearing will be held at 2:30 p.m. on Wednesday, September 15, 2010 in conference Room A at Meridian City Hall, 33 E. Broadway Ave., Meridian, Idaho, 83642.

People are welcome to make comments at the public hearing, limiting their comments to no more than three (3) minutes. Comments may also be mailed, faxed or e-mailed by 4 p.m. Tuesday, Sept. 14, 2010. The mailing address is Valley Regional Transit, attn: Computer Donation, 830 N. Main St, Ste. 230, Meridian, ID 83642. By fax: (208) 846-8564. By e-mail: bsackron@valleyregionaltransit.org, subject: Computer Donation.

Requests for information about the disposition of the assets prior to the public hearing may be directed to Bruce Sackron Transportation Services Manager, Valley Regional Transit, (208) 846-8547 ext. 4226 or by email: bsackron@valleyregionaltransit.org.