



GREATER IDAHO FALLS TRANSIT

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

GIFT Board Meeting – April 15, 2025 10:00 am - 11:00 am

Idaho Falls City Annex Building - Small Conference Room

Agenda

Introductions - Lisa Farris

Discussion Items

Lisa - Feb 18, 2025, GIFT Board Meeting Minutes.

- Provided with agenda packet to review and approve.

Lisa - Financial Update from 2/15/25 thru 4/15/25 (No March meeting)

- Bank of Commerce (BOC 7127) Business Checking.
- BOC 7812 Business Savings.
- BOC CD - Renewed to 6 mth term at 5.18% approved by Board via email 3/12/25.
- Local Government Investment Pool (LGIP - 4091) GIFT Main Act.
- LGIP-4113 Senior Disc. Act.
- Audit/Review update.

Kade - Updates

- ITD and BMPO - Status of MOU.
- Withdrawal of LGIP (4091 GIFT main act.) to the reimburse city/grant match (ITD 5307 funds). Amount requested not to exceed \$80,000 to cover match from Oct 2024 - Feb 2025.
- Ammon participation conversation update.
- Sponsorships (new/renewals).
- Carbon reduction funding source available through BMPO.
- Summary of purpose for the Public Transportation Agency Safety Plan (PTASP).

Ian - GIFT by-laws/update

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- GIFT Policy - Ongoing - define the purpose and difference between by-laws and policy. PTASP as a policy example (Kade)

Action Items - Lisa Farris

- Approve Feb 18, 2025 GIFT Board Meeting Minutes.
- Approve Financials from 2/15/25 thru 4/15/25.
- Approve withdrawal of LGIP/4091 funds as match for 5307 ITD funds to reimburse the City of Idaho Falls for an amount not to exceed \$80,000 to cover match from Oct- 2024 thru Feb- 2025.

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 called the meeting to order on February 18 at 10:00 a.m., with the following board members present: Lisa Farris (Chair/Treasurer), Jim Freeman (Co-Chair), Ian Turner (Board Director), and Arnold Cantu. Also in attendance were Kade Marquez (Transit Coordinator), Darrell West (Director of BMPO), Margret Wimborne (Mayor's Chief of Staff), Brooks Slyter (Assistant Finance Manager, City of Idaho Falls), and Michelle Ziel-Dingman (City Council Member, City of Idaho Falls). Hailey Mack was absent.

Discussion Items- Lisa Farris, Ian Turner, Michelle Ziel-Dingman, and Kade Marquez

- Lisa provided a financial update as of February 18, 2025
 - Bank of Commerce Business Checking balance is \$14,130.48
 - Bank of Commerce Business Savings balance is \$5000.00
 - LGIP – main account balance is \$1,047,612.99
 - LGIP – senior donations account balance is \$48,350.48
 - LGIP – old TRPTA account balance is \$662.04
 - Bank of Commerce CD - \$250,000
 - Still ACH pending payments from Downtowner to regular and senior account
- **Federal Funding Update:** Kade reported that, according to the FTA, CARES Act funds can be applied toward operations with a 50/50 match. Additionally, 5307 funds can be used for the capital portion of the contract at an 80/20 match rate.
- **BMPO MOU:** Kade signed the BMPO Memorandum of Understanding (MOU) on February 18 and sent the signed copy to Darrell. He anticipates receiving the final version by the end of the week.
- **Promotional Rides Update:** There were no notable outliers in recent promotional ride data. GIFT has seen an increase in paid rides, and free ride tokens are being used consistently.
- **Wellness and Disability Ride Programs:** Kade plans to speak with the Community Family Clinic Board of Directors regarding potential wellness rides and the establishment of a bus stop. Discussions are ongoing with McKayla Matlock from DWI about launching a disability ride program, with DWI acting as the governing body for the discounted ride tokens. The sale of these tokens is on hold until 5310 funds are received.
- **Carbon Reduction Van Funding:** The funding agreement for carbon reduction vans was approved by the Idaho Falls City Council during their Thursday meeting. Kade is optimistic that the bid package will be finalized by the end of the week, with bids expected back by the end of March. The new vans are anticipated to be in service by June, enhancing GIFT's capacity during peak hours.
- **5310 Funding Outlook:** Kade shared that the 5310 funds used for discounted disability rides may see a slight increase, as they are population-based. The board can expect approximately \$240,000 annually, with a required 20% match, bringing the total to about \$282,000. These funds must be spent at an accelerated rate.
- **Vehicle Replacement:** Kade provided an update on vehicle replacements, supported by renewed sponsorship from Idaho Falls Community Hospital and Mountain View Hospital. Four vans will be replaced in the next two months. All remaining vans, except one, are scheduled for replacement before June.

- **January Operations Report:** Despite inclement weather and a driver shortage, January was a positive month. GIFT experienced strong ridership and stable revenue, even with the continued use of free rides. The average wait time was 22 minutes.
- **City Coordination and Bylaws:** Ian met with city staff and noted the need for clarification regarding GIFT's interactions with the City of Idaho Falls. Federal funds are routed through the city, while operational funds go directly into GIFT accounts. Ian emphasized the importance of developing formal bylaws.
- **GIFT Historical Context:** Michelle provided background on GIFT's origins. Bonneville County voters created a regional public transportation entity, which led to the formation of TRPTA, enabling access to state and federal transit funding. TRPTA reported to BMPO, which was responsible for transit planning and related funds. By the mid-2000s, local match funding began to decline, with the City of Idaho Falls contributing the majority and Bonneville County covering the rest. TRPTA's director started signing MOUs with cities outside the county, despite those cities not being part of the regional entity. These expanded services contributed to financial strain. TRPTA eventually lost federal funding, ran out of money, declared bankruptcy, and most of the board resigned. After bankruptcy proceedings were completed, a new entity, GIFT, was formed under DBA.

To receive new funding from the Idaho Transportation Department (ITD), an agreement was established designating the City of Idaho Falls as the pass-through entity for GIFT. Under this agreement, the City is responsible for overseeing the use of funds and ensuring they are spent responsibly. As part of the changes, board seat allocations were adjusted following the withdrawal of financial support from Bonneville County and the City of Ammon. Additionally, the Transit Coordinator position was created through the MOU to ensure the efficient operation of GIFT. GIFT, operating under the DBA TRPTA, maintains its own bank accounts and checkbook. Revenue from fares, cancellation fees, and donations is collected by Downtowner, GIFT's contracted service provider. These funds are deducted directly from Downtowner's billing and deposited into GIFT's bank account. However, federal transportation funds are still managed separately by the City of Idaho Falls and are not deposited into GIFT's accounts.

- **City Transition Plan:** Kade shared guidance from city officials indicating that, in the future, GIFT will no longer be hosted exclusively by the City of Idaho Falls. This transition is already in motion, and upcoming decisions should align with this long-term goal. For now, because GIFT is operated by city employees, it is still considered part of the City of Idaho Falls. Accordingly, it must be reported as such, and board members are currently appointed by the Mayor of Idaho Falls.
- **Financial Oversight Options:** Brooks provided an overview of potential approaches to managing GIFT's finances. One option is for GIFT to maintain its own audit and bank accounts, with final financial reports submitted to city staff. Alternatively, GIFT could be brought fully under the City of Idaho Falls' financial oversight, included in the city's audit, and with city control over financial accounts. At present, GIFT/TRPTA's bank accounts and financials are not included in the City's audit. For them to be incorporated, the City's name would need to be added to the accounts, and the funds reported accordingly. An audit will be required for the 2024–2025 fiscal year, which ends on September 30, 2025.

Action Items voted

- Approved January 21, 2025, board minutes as corrected. Moved by Jim Freeman, seconded by Arnold Cantu, and all were in favor.
- Approved the Financials for 1/26/2025 through 2/14/2025. Moved by Jim Freeman, seconded by Lisa Farris, and all were in favor.

The meeting adjourned at 11:30am.