



## **GREATER IDAHO FALLS TRANSIT**

dba TRPTA TARGHEE REGIONAL PUBLIC TRANSPORTATION AUTHORITY PHONE: 208-612-8323 [www.greateriftransit.com](http://www.greateriftransit.com)

**GIFT Board Meeting - June 17, 2025 10:00 am - 11:00 am**

**Idaho Falls City Annex Building - Small Conference Room**

### **Agenda**

**Introduction** - Lisa Farris

### **Discussion Items**

**Lisa - May 20, 2025 GIFT Board Meeting Minutes.**

- Provided with agenda packet to review and approve.

**Lisa - Financial Update from 5/21/25 thru 6/16/2025**

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

**Kade - Updates**

- Update on accounting process and INL Intern Transit contract
- From April 15, 2025 GIFT Board Meeting:  
Status of the Public Transportation Agency Safety Plan (PTASP). Final approval pending staff training.

**Ian - GIFT By-laws/update**

- Ian - TRPTA By-laws – refer to version (06122025\_TRPTABylaws\_ITV v5)  
Emailed 6/13/25 ahead of GIFT Board meeting.
- GIFT Policy - Ongoing - define purpose/difference between by-laws and policy.

## **Action Items** - Lisa Farris

- Approve May 20, 2025 GIFT Board Meeting Minutes.
- Approve Financials from 5/21/25 thru 6/16/2025.
- Approve Enhanced Service Agreement with East Idaho Public Health/District No.7 to provide a no-cost to rider, on-demand, public microtransit service (“Enhanced Services”) to/from (8) locations in the City of Idaho Falls. *See pg. 1 of ESA for (8) specific locations.*
- Approve PTASP contingent upon staff training being completed as confirmed by Transit Coordinator, Kade Marquez.
- Approve and sign TRPTA By-laws as provided (06122025\_TRPTABylaws\_ITV v5).

## **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](mailto:Lfarris@idahofallsidaho.gov) 680 Park Ave 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.

## **GIFT Board Meeting Minutes**

**Date:** May 20, 2025

**Time:** 10:05 a.m.

**Location:** Idaho Falls City Annex Building – Small Conference Room

### **Call to Order:**

Chair Lisa Farris called the meeting to order at 10:05 a.m.

### **Board Members Present:**

- Lisa Farris – Chair/Treasurer
- Jim Freeman – Co-Chair
- Ian Turner – Board Director
- Hailey Mack – Board Secretary
- Arnold Cantu – Board Member

### **Also Present:**

- Kade Marquez – Transit Coordinator
- Margaret Wimborne – Mayor's Chief of Staff

## **Discussion Items**

### **Financial Update – Lisa Farris**

As of May 19, 2025, the account balances are as follows:

- Bank of Commerce (Business Checking): \$73,175
- Bank of Commerce (Business Savings): \$26,124.02
- LGIP – Main Account: \$1,085,369.68
- LGIP – Senior Donations Account: \$54,278.48
- LGIP – Old TRPTA Account: \$669.35
- Bank of Commerce CD: \$250,000
- Payment to the City of Idaho Falls for match funds has not yet been paid

### **Reimbursements and Funding – Kade Marquez**

- The reimbursement process has been running well.
- State fiscal year-end may delay reimbursements for ~3 months.
- Fueling and billing equations are still being clarified with new accounting personnel.
- Mechanical fuel counters may count even when fuel is not dispensed.
- Desire expressed for larger city fuel tanks to avoid extra charges.

## **Ride Programs Update – Kade Marquez**

- DWI Ride Program
- Rides Recovery (Eastern Idaho Public Health & Idaho Falls Rescue Mission)
  - Combined contributions: ~\$16,500 annually
  - Gift tokens used by police are having measurable impact in reducing DUI arrests.
- Community Family Clinic is undergoing an audit before engaging further.
- Internship Ride Program (IML)
  - Proposal submitted; awaiting response.
  - If approved, \$30,000 will go to the city as matching funds.
- Token Program
  - Police officers distributing unused mini-grant tokens; positive public response.
  - Increase in multi-rider categories seen in reports.
  - Example shared: tokens enabling a single parent to access daycare and employment.
  - Police report fewer DUI arrests due to Gift ride access.
  - Suggestion: obtain formal documentation or a letter from Captain Jessica Marley for grant reporting and visibility.

## **Upcoming INL Ride Program – Kade Marquez**

- Target start: August
- Expecting ~160 rides/day during summer (morning/evening)
- Serves PhD/post-docs without licenses

## **Filming for Promotion – Kade Marquez**

- Dates: May 27–29
- Funded by ITD
- Includes driver headshots for app integration and promotional filming.
- Videos to support public awareness and highlight the benefits of public transit.

## **Vehicle Updates – Kade Marquez**

- Approved: 5 Toyota Sienna hybrid minivans (~\$41.5K/unit)
- Chosen over Pacifica due to lower cost and compliance with Buy America waiver
- Turtle Dove vehicle received but cannot be used until registration paperwork is completed.
- Parks & Rec to handle vehicle wraps once registered.

## **Skip-the-Line (Premium Ride) Feature Proposal – Kade Marquez**

- Purpose: reduce wait times during peak hours
- Proposed fee: up to \$25
- Would operate with separate city-owned vans and temp drivers (not impacting standard riders)
- ITD has approved concept; similar programs exist in other regions
- Survey data supports user willingness to pay for faster service
- Gift's success has lowered Uber/Lyft rates in Idaho Falls vs. Ammon
- Some Uber drivers refer riders to Gift when cargo/space issues arise
- Late-night service gaps noted, especially from the airport

### **Comments:**

- Consider rebranding from "Skip-the-Line" to "Gift Premium" or "Gift Express" for better public perception.
- Will not detract from regular service; aims to generate revenue and improve service access.

## **Future Considerations – Kade Marquez**

- Explore extended hours for rides (e.g., to midnight/1am)
- Ensure data collection supports service adjustments
- Expand public-private partnerships for ride programs

## **Contracts and Agreements – Kade Marquez**

- INL Ride Program Contract: Requires board approval; due by June 15
- Enhanced Agreement with Eastern Idaho Public Health: Under review, to be added to next meeting agenda
- ITD MOA Status: Awaiting confirmation; physical copies were signed and sent

## **Bylaws Updates – Ian Turner**

- Board term limits discussion occurred
- Decision was made
  - 4-year terms for board members
  - 2-year terms for officer positions
  - Terms will begin in January

### **Audit and AUP (Agreed-Upon Procedure) update – Lisa Farris**

- Request a quote to have an AUP for the GIFT BOC and LGIP accounts
- Action item assigned to Jim Freeman to find out if the City of Idaho Falls can add to their audit of ITD funds to include GIFT accounts

### **Action Items**

- **Approval of Minutes**
  - Approved minutes from the April 15, 2025, meeting (as corrected)
  - Motion: Jim Freeman | Second: Arnold Cantu | Vote: Unanimous approval
- **Approval of Financials**
  - Approved financial statements from April 15, 2025, to May 19, 2025
  - Motion: Ian Turner | Second: Jim Freeman | Vote: Unanimous approval

### **Adjournment:**

The meeting adjourned at 11:05 a.m.