

Executive Board Meeting Agenda

December 01, 2025

11:00 AM

VRT Board Room – 700 NE 2nd Street – Meridian, Idaho

This is an in-person meeting.

If you are unable to attend in person, you may participate in the meeting in-person, via MSTeams at

https://ridevrt.org/VRTEB_DEC25

or by dialing in at **323-484-8960** Conference ID: **649 638 516#**

I. Calling of the Roll

II. Agenda Additions/Changes

III. Consent Agenda

Items on the Consent Agenda are Action Items and will be enacted by one motion. There will be no separate discussion on these items unless an Executive Board Member requests the item be removed from the Consent Agenda and placed under Action Items.

A. ACTION: Minutes of the November 3, 2025, Executive Board Meeting

Pages 4-5 | Paula Cromie

The Executive Board is asked to consider approval of the minutes from the November 8, 2025, meeting.

B. ACTION: Minutes of the September 30, 2025, Regional Advisory Council Meeting

Pages 6-7 | Paula Cromie

The Executive Board is asked to acknowledge the minutes from the September 30, 2025, Regional Advisory Council meeting.

C. ACTION: FY2026 Budget Amendment Public Hearing Date

No Attachment - Jason Jedry

The Executive Board is asked to consider setting January 5, 2026, as the Public Hearing date to take public testimony on the FY2026 budget amendment and FY2025 carry-forwards.

D. ACTION: Payment Register 10-16-25 through 11-15-25

Pages 8-15 | Nick Leonardson

The Executive Board is asked to accept the payment register covering the period 10-16-25 through 11-15-25.

IV. Special Item(s)

V. Executive Board - Action Items

A. ACTION: Proposed Agenda for the Board of Director's January Meeting

Page 16 | Elaine Clegg

The Executive Board is asked to consider approval of the proposed agenda for the January 2026 Board of Directors meeting and acknowledge there may be a need by staff to add or remove items from that agenda.

B. ACTION: Legislative Update
Pages 17-18 | Elaine Clegg

The Executive Board is asked to provide comments on the draft legislation with any changes and a recommendation to the full Board of Directors for approval.

C. ACTION: Web Content and Accessibility Policy
Pages 19-28 | Melody Roper

The Executive Board is asked to recommend approval of the Web Content and Accessibility Policy in accordance with the Americans with Disabilities Act (ADA) Title II by the Board of Directors at their January 5, 2026, meeting.

VI. Executive Board - Information Items

A. INFORMATION: Valley Connect 3.0
Pages 29-31 | Kate Dahl

Staff will present an update of the Valley Connect 3.0 and timeline for completion.

B. INFORMATION: Transit Development Plan 2026-2030 Update
Pages 32-38 | Kyle Street

Staff will present an update and final schedule for the completion of the 2026-2030 Transit Development Plan.

C. INFORMATION: Canyon County Vanpool
Pages 39-40 | Stephen Hunt

Staff will present an update on plan for implementing Canyon County Vanpool services.

D. INFORMATION: FY2026 Procurement Calendar
Page 41 | Jason Jedry

The most recent procurement calendar was included in the packet for your information.

E. INFORMATION: Reminder - COMPASS/VRT Holiday Luncheon December 15
No Attachment - Elaine Clegg

*If you have not already done so, please let Teri Gregory, with COMPASS, know if you plan to attend the Annual Holiday Luncheon at the Nampa Civic Center. **VRT will be honoring a number of long serving Board and Executive Board members.** The deadline to respond is this Wednesday December 3. You can reach Teri at tgregory@compassidaho.org*

VII. Executive Session

The Executive Board may convene into Executive Session at this time Pursuant to Idaho Code 74-206, identifying one or more of the specific paragraphs a) Personnel Hiring, b) Personnel Issues, c) Land Acquisition, d) Records Exempt from Public Disclosure, e) Trade Negotiations, f) Pending/Probable Litigation, i) Insurance Claims, j) Labor Contract, I.C. 74-206(1)

VIII. Department/Staff Reports

A. INFORMATION: Department/Staff Reports
Pages 42-55 | Staff

The most current department/staff reports were included in the packet for information. Members are encouraged to read them as they contain important information that may not be included elsewhere.

IX. Adjournment

Agenda order is subject to change.

Next VRT Executive Board Meeting:

January 5, 2026 (followed by the Board of Directors meeting)

VRT Boardroom

700 NE 2nd Street

Meridian, ID 83642

Mission Statement: Valley Regional Transit's mission is to leverage, develop, provide, and manage transportation resources and to coordinate the effective and efficient delivery of comprehensive transportation choices to the region's citizens. (ValleyConnect 2.0 Plan approved 04/02/18)

Any accommodations needed for effective communication, such as language interpretation or auxiliary aids, should be made no later than three working days before the scheduled meeting. Please contact Jason Rose, Communications Director at jrose@rideVRT.org or by calling 208-258-2739.

Executive Board Meeting Minutes

November 03, 2025

11:00 AM

MEMBERS ATTENDING	MEMBERS ABSENT	OTHERS PRESENT
Lantz Brown, Boise State	Greg Rast, Canyon County	Brad Alvaro, VRT
Tom Dayley, Ada County	Dale Reynolds, City of Nampa	Lisa Brady, VRT
Debbie Kling, City of Nampa	Jarom Wagoner, Caldwell	Elaine Clegg, VRT
Todd Lavoie, City of Meridian		Paula Cromie, VRT
Lauren McLean, City of Boise		Joe Guenther, VRT
Jordan Morales, City of Boise		Jose Hernandez, VRT
Alexis Pickering, ACHD		Stephen Hunt, VRT
Joe Stear, City of Kuna		Jason Jedry, VRT
		Hailee Lenhart-Wees, VRT
		Nick Leonardson, VRT
		Nick Moore, VRT
		Nick Moran, VRT
		James Mundell, VRT
		Leslie Pedrosa, VRT
		Randy Reese, VRT
		Melody Roper, VRT
		Jason Rose, VRT
		Kyle Street, VRT
		Alissa Taysom, VRT

- I. **Calling of the Roll** – The meeting was called to order at 11:02 a.m., with a quorum present by phone and in-person.
- II. **Agenda Additions/Changes** - None
- III. **Consent Agenda**
Items on the consent agenda consisted of the following:
 - A. **ACTION: FY25 Performance Report - Q2**
 - B. **ACTION: FY25 Performance Report - Q3**
 - C. **ACTION: Payment Register 9-16-25 through 10-15-25**

Alexis Pickering moved to approve the consent agenda as presented; Lantz McGinnis-Brown seconded. The motion passed unanimously.

IV. Executive Board - Action Items**A. ACTION: ADA Eligibility Evaluation Services**

Following discussion, Alexis Pickering moved to approve Resolution VEB25-009 and delegated authority to the CEO to execute the contract modification with ADARide; Joe Stear seconded. The motion passed unanimously.

V. Executive Board - Information Items**A. INFORMATION: State Street Corridor, Capital Projects Update**

Joe Guenther updated the Executive Board on transit elements from the State Street Transit and Traffic Operations Plan (TTOP) VRT staff has advanced to active projects. Joe stressed the importance of the collaboration taking place between multiple entities to get many of the projects completed. Entities include Valley Regional Transit, CCDC, the City of Garden City, the City of Boise, ACHD and ITD.

B. INFORMATION: Legislative Update

There was no presentation on this item as there is no new information.

C. INFORMATION: FY2026 Procurement Calendar

The most recent procurement calendar is included in the packet for information.

VI. Executive Session - None**VII. Department/Staff Reports****A. INFORMATION: Department/Staff Reports**

The most current department/staff reports were included in the packet for information.

Members were encouraged to read them as they contain important information that may not be presented elsewhere.

VIII. Adjournment – The meeting was adjourned at 11:36**Next VRT Executive Board Meeting:**

December 1, 2025

VRT Boardroom

700 NE 2nd Street

Meridian, ID 83642

Regional Advisory Council Meeting Notes

September 30, 2025

9:00 AM

VRT Board Room – 700 NE 2nd Street – Meridian, Idaho

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS
Samantha Kenney	Susan Bradley	Brad Alvaro, VRT
Andrew Mills	Laylo Hamund	Elaine Clegg
Mary Beth Nutting	Terri Lindenberg	Paula Cromie, VRT
Walter Steed	Deeann Solis	Kate Dahl, VRT
Theresa Vawter		Jeannette Ezell, VRT
David White		Jeremy Gianchetta, VRT
		Stephen Hunt
		Jason Jedry, VRT
		Hailey Lenhart-Wees, VRT
		Leslie Pedrosa, VRT
		Jason Rose, VRT
		Alissa Taysom, VRT

I. **Calling of the Roll** – Chair Walter Steed called the meeting to order at 9:02 a.m., with a quorum present by phone and in person.

II. **Agenda Additions/Changes** – Move item V-A to after V-E on the agenda.

III. Consent Agenda

The Consent Agenda consisted of the following items.

A. **ACTION: Minutes of the July 15, 2025, Regional Advisory Council Meeting**

B. **ACTION: 2026 Regional Advisory Council Meeting Calendar**

Samantha Kenney moved to approve the consent agenda as presented; Theresa Vawter seconded. The motion passed unanimously.

IV. Action Items

A. ACTION: Regional Advisory Council Letter Consideration

Regional Advisory Council (RAC) member Andrew Mills wishes to submit a letter for council consideration and potential publishing through VRT channels. No action was taken. Following discussion staff was directed to work with Andrew to publish his letter as an op-ed and consider amplifying on the VRT website. Staff will bring a procedure recommendation to the next RAC meeting.

V. Information Items

A. INFORMATION: FY26 Supplemental Services Update (Moved to after V-E in information items.)

Jason Rose presented an overview of VRT's supplemental services, including the tiers of service and community participation, upcoming events, and how staff organize and promote activities.

B. INFORMATION: Bus Stop Design Guidelines Update

Kate Dahl presented a summary and outline of proposed updates to the Bus Stop Design Guidelines. A redline version was included in packet, but did not show up as a redline. The item is scheduled to be brought to the Board for adoption in January of 2026.

Members had the opportunity to ask questions for clarification and suggestions.

Kate Dahl will send out a redline to all RAC members with a deadline for comments.

C. INFORMATION: FY2026 Funding Request Update

Stephen Hunt presented an update on the funding requests for FY2026. Just under 2% of the total requested amounts will not be funded.

D. INFORMATION: FY2026 Service Change Update

Kate Dahl presented information about the FY2026 service change. Minor changes were made to Route 10. One outbound trip was added to the evening service and one partial inbound trip in the evening. A new stop was made at State and 7th and a stop on Route 3 changed to Vista and Nez Perce.

E. INFORMATION: Transit to Large Employers

Stephen presented past planning activities developing transit services for large employers, i.e. Micron and Amazon. Discussions continue with Micron, but at this time, nothing is moving forward with Amazon.

F. INFORMATION: Topics for Discussion**Walter Steed**

Members of the Regional Advisory Council had the opportunity to bring up topics on items they've heard about during an open discussion session, or topics they would like to be considered on an upcoming agenda.

VI. Department/Staff Reports**A. INFORMATION: Department/Staff Reports**

The most current department/staff reports were included in the packet for information. RAC members are encouraged to read the reports as they contain important information.

VII. Adjournment – The meeting was adjourned at 11:06.**Next Regional Advisory Council Meeting:**

November 18, 2025

VRT Boardroom

700 NE 2nd Street

Meridian, ID 83642



TOPIC	Payment Register
DATE	December 1, 2025
STAFF MEMBER	Nick Leonardson

Staff Recommendation/Request

The Executive Board will have the opportunity to review and consider accepting the October 16, 2025 to November 15, 2025 payment register.

Summary

Attached to this memo is a list detailing the bills that were presented, indicating the payee, the nature of services or materials provided, the claimed amount, and the amount paid.

It is important to note that all payments were processed by Valley Regional Transit's (VRT's) accounts payable department and each payment underwent thorough review and approval by VRT's Senior Accountant or CFO. Furthermore, before payments are released to vendors, all lists of payments undergo further review and audit by an additional staff accounting specialist as an additional control.

Idaho Code 40-2107(3) mandates that the payment register lists must bear the signature of the Executive Board Chair and be attested by the Secretary once they are accepted by the Executive Board.

More Information

Attachments:

October 16, 2025 to November 15, 2025 payment register

For detailed information, contact:

Nick Leonardson
Senior Accountant
nleonardson@ridevrt.org
(208) 258-2704

Payment Register 10/16/25 - 11/15/25

Payment Number	Payment Date	Vendor Name	Invoice Amount	Purchasing Category
52943	2025-10-31	A-1 Auto Electric	683.72	Parts
52984	2025-11-14	A-1 Auto Electric	711.00	Parts
52887	2025-10-30	A-1 Stamp & Mabel's Labels	234.00	Marketing
52887	2025-10-30	A-1 Stamp & Mabel's Labels	750.00	Marketing
100572	2025-10-31	Access Idaho-26682	73.76	Employee_Screening
52974	2025-11-05	AdaRide.Com, LLC	7,560.00	Services
52945	2025-10-31	Alexander Clark Printing	660.00	Marketing
52952	2025-10-31	Allen, Daniel	200.00	Employee reimbursement
52965	2025-10-31	Allen, Stephen	74.19	Employee reimbursement
52929	2025-10-30	All-Pro Commercial Cleaning, LLC	4,763.75	Services
52972	2025-11-01	All-Pro Commercial Cleaning, LLC	875.00	Services
52972	2025-11-01	All-Pro Commercial Cleaning, LLC	1,905.50	Services
53029	2025-11-14	AMAZON.COM SERVICES, INC.	20.99	Department_Supplies
53029	2025-11-14	AMAZON.COM SERVICES, INC.	27.99	Department_Supplies
53029	2025-11-14	AMAZON.COM SERVICES, INC.	6.99	Department_Supplies
53029	2025-11-14	AMAZON.COM SERVICES, INC.	17.99	Department_Supplies
53029	2025-11-14	AMAZON.COM SERVICES, INC.	787.45	Department_Supplies
52873	2025-10-30	Anthony, Elizabeth	387.80	Employee reimbursement
53059	2025-11-14	Anthony, Elizabeth	101.50	Employee reimbursement
52988	2025-11-14	Ashbrook, Lewis	95.39	Employee reimbursement
52988	2025-11-14	Ashbrook, Lewis	50.00	Employee reimbursement
53050	2025-11-14	ATS Inland NW	182.50	Services
53040	2025-11-14	Avero, LLC	3,545.00	IT_Software
53040	2025-11-14	Avero, LLC	3,945.00	IT_Software
53006	2025-11-14	A-Z Bus Sales, Inc	193.50	Parts
53006	2025-11-14	A-Z Bus Sales, Inc	27.18	Parts
53006	2025-11-14	A-Z Bus Sales, Inc	140.47	Parts
53006	2025-11-14	A-Z Bus Sales, Inc	124.89	Parts
53006	2025-11-14	A-Z Bus Sales, Inc	515.77	Vehicle_Maintenance
100594	2025-11-14	Boise City Utility Billing	520.21	Utility
52875	2025-10-30	Boise Municipal Health Care Trust	64,525.28	Insurance premiums
52910	2025-10-30	Bolen's Control House Inc.	90.32	Parts
53022	2025-11-14	Bolen's Control House Inc.	1,526.96	Parts
52958	2025-10-31	Brett's Lawn Care Inc	393.89	Services
100600	2025-11-14	Brinton, Honore	127.18	Employee reimbursement
100571	2025-10-31	Cable One Inc	166.94	Services
100606	2025-11-14	Cable One Inc	178.94	Services
100604	2025-11-14	California Casualty Subrogation	4,167.64	Insurance Claiim
100595	2025-11-14	Canadian Standards Association	537.06	Parts
52902	2025-10-30	Career Uniforms Partners	218.25	Uniforms_and_Accessories
52902	2025-10-30	Career Uniforms Partners	108.10	Uniforms_and_Accessories
52902	2025-10-30	Career Uniforms Partners	177.60	Uniforms_and_Accessories
52902	2025-10-30	Career Uniforms Partners	221.05	Uniforms_and_Accessories
52902	2025-10-30	Career Uniforms Partners	9.00	Uniforms_and_Accessories
52902	2025-10-30	Career Uniforms Partners	22.25	Uniforms_and_Accessories
52902	2025-10-30	Career Uniforms Partners	178.00	Uniforms_and_Accessories
52902	2025-10-30	Career Uniforms Partners	127.15	Uniforms_and_Accessories
52902	2025-10-30	Career Uniforms Partners	356.20	Uniforms_and_Accessories
52902	2025-10-30	Career Uniforms Partners	197.60	Uniforms_and_Accessories
52902	2025-10-30	Career Uniforms Partners	146.75	Uniforms_and_Accessories
52902	2025-10-30	Career Uniforms Partners	83.75	Uniforms_and_Accessories
52977	2025-11-06	Career Uniforms Partners	1,445.70	Uniforms_and_Accessories
53017	2025-11-14	Career Uniforms Partners	360.05	Uniforms_and_Accessories
53017	2025-11-14	Career Uniforms Partners	249.05	Uniforms_and_Accessories
53017	2025-11-14	Career Uniforms Partners	312.55	Uniforms_and_Accessories
53017	2025-11-14	Career Uniforms Partners	331.60	Uniforms_and_Accessories
53017	2025-11-14	Career Uniforms Partners	127.80	Uniforms_and_Accessories
53017	2025-11-14	Career Uniforms Partners	477.40	Uniforms_and_Accessories
53017	2025-11-14	Career Uniforms Partners	245.90	Uniforms_and_Accessories
53017	2025-11-14	Career Uniforms Partners	69.90	Uniforms_and_Accessories
53017	2025-11-14	Career Uniforms Partners	201.15	Uniforms_and_Accessories
53017	2025-11-14	Career Uniforms Partners	62.55	Uniforms_and_Accessories
53017	2025-11-14	Career Uniforms Partners	50.90	Uniforms_and_Accessories
53017	2025-11-14	Career Uniforms Partners	32.90	Uniforms_and_Accessories
53017	2025-11-14	Career Uniforms Partners	194.30	Uniforms_and_Accessories
52959	2025-10-31	Carlson, Deborah	137.75	Employee reimbursement
52900	2025-10-30	Center for Transportation & Environment	3,500.00	Engineering_Consultants
52874	2025-10-30	CenturyLink	35.02	Services
52874	2025-10-30	CenturyLink	193.95	Services
53005	2025-11-14	CenturyLink	391.88	Services
53005	2025-11-14	CenturyLink	70.04	Services
53005	2025-11-14	CenturyLink	416.36	Services

53005	2025-11-14	CenturyLink	306.81 Services
53002	2025-11-14	Charles Hill	9.96 Employee reimbursement
52928	2025-10-30	Christensen, Inc	4,907.80 Fuel
52928	2025-10-30	Christensen, Inc	2,854.94 Oil_&_Lubes
52928	2025-10-30	Christensen, Inc	2,933.70 Oil_&_Lubes
53049	2025-11-14	Christensen, Inc	4,964.26 Fuel
53049	2025-11-14	Christensen, Inc	4,657.09 Fuel
52921	2025-10-30	City of Boise	9,240.50 Land rent
53030	2025-11-14	City of Boise	9,240.50 Land rent
100568	2025-10-31	City of Caldwell Water Department	409.91 Utility
100593	2025-11-14	City of Caldwell Water Department	671.02 Utility
100593	2025-11-14	City of Caldwell Water Department	163.02 Utility
100590	2025-11-14	City of Garden City	79.07 Utility
53015	2025-11-14	CivicPlus, LLC	4,600.00 IT_Software
52992	2025-11-14	Clampitt, Brent	438.67 Employee reimbursement
52935	2025-10-30	Clean Energy	6,394.54 CNG
52956	2025-10-31	COBBLESTONE OPCO, LLC	182.00 Vehicle_Maintenance
52938	2025-10-30	Commercial Tire, Inc	200.00 Auto_Parts
52938	2025-10-30	Commercial Tire, Inc	2,754.65 Auto_Parts
52938	2025-10-30	Commercial Tire, Inc	280.20 Auto_Parts
52938	2025-10-30	Commercial Tire, Inc	381.93 Auto_Parts
52938	2025-10-30	Commercial Tire, Inc	578.55 Auto_Parts
52938	2025-10-30	Commercial Tire, Inc	73.58 Auto_Parts
52938	2025-10-30	Commercial Tire, Inc	202.35 Auto_Parts
52938	2025-10-30	Commercial Tire, Inc	73.58 Auto_Parts
53057	2025-11-14	Commercial Tire, Inc	790.02 Vehicle_Maintenance
53057	2025-11-14	Commercial Tire, Inc	739.47 Vehicle_Maintenance
53057	2025-11-14	Commercial Tire, Inc	32.28 Vehicle_Maintenance
53057	2025-11-14	Commercial Tire, Inc	1,222.06 Vehicle_Maintenance
53057	2025-11-14	Commercial Tire, Inc	85.67 Vehicle_Maintenance
53057	2025-11-14	Commercial Tire, Inc	232.02 Vehicle_Maintenance
52938	2025-10-30	Commercial Tire, Inc	156.90 Auto_Parts
52938	2025-10-30	Commercial Tire, Inc	1,552.88 Auto_Parts
52938	2025-10-30	Commercial Tire, Inc	1,912.00 Parts
52938	2025-10-30	Commercial Tire, Inc	575.19 Auto_Parts
53057	2025-11-14	Commercial Tire, Inc	1,622.53 Auto_Parts
53057	2025-11-14	Commercial Tire, Inc	1,367.40 Auto_Parts
53057	2025-11-14	Commercial Tire, Inc	1,367.40 Auto_Parts
52938	2025-10-30	Commercial Tire, Inc	826.18 Auto_Parts
52938	2025-10-30	Commercial Tire, Inc	632.96 Auto_Parts
53057	2025-11-14	Commercial Tire, Inc	1,072.05 Auto_Parts
53057	2025-11-14	Commercial Tire, Inc	1,391.40 Auto_Parts
52908	2025-10-30	COMPASS	10,500.00 Association dues
53000	2025-11-14	Cubic Transportation Systems, Inc	1,595.10 Subscriptions
53008	2025-11-14	Cummins Rocky Mountain, LLC	1,595.00 Subscriptions
53008	2025-11-14	Cummins Rocky Mountain, LLC	785.00 Subscriptions
52912	2025-10-30	Curtis Clean Sweep	220.00 Services
52879	2025-10-30	Custom Care Pest Services	95.00 Services
52868	2025-10-22	David Gonzalez	17.99 Employee reimbursement
100575	2025-10-31	David Gregory Sherman	275.00 Services
100598	2025-11-14	David Gregory Sherman	225.00 Services
52968	2025-11-03	Deanna Hassan	50.00 Employee reimbursement
52989	2025-11-14	Deanna Hassan	50.00 Employee reimbursement
52969	2025-11-03	Deborah Bassham	46.74 Employee reimbursement
52954	2025-10-31	Deborah Schultz	228.37 Employee reimbursement
52880	2025-10-30	Dell Marketing LP	4,256.00 IT_Operations_&_Maintenance
52917	2025-10-30	DMC Sales	820.65 Parts
53027	2025-11-14	DMC Sales	754.77 Parts
52991	2025-11-14	DS Services of America, Inc.	73.93 Services
52915	2025-10-30	Dwaine S Lee, LLC	280.50 Services
53026	2025-11-14	Dwaine S Lee, LLC	170.00 Services
52946	2025-10-31	Dyna Parts LLC	93.36 Parts
52947	2025-10-31	Dyna Parts LLC	76.38 Parts
52947	2025-10-31	Dyna Parts LLC	13.90 Parts
52947	2025-10-31	Dyna Parts LLC	249.97 Parts
52987	2025-11-14	Dyna Parts LLC	71.20 Parts
52987	2025-11-14	Dyna Parts LLC	371.00 Parts
52987	2025-11-14	Dyna Parts LLC	369.52 Oil_&_Lubes
52947	2025-10-31	Dyna Parts LLC	-25.56 credit
52987	2025-11-14	Dyna Parts LLC	55.23 Parts
52987	2025-11-14	Dyna Parts LLC	432.04 Parts
52987	2025-11-14	Dyna Parts LLC	60.96 Parts
52987	2025-11-14	Dyna Parts LLC	694.72 Parts
52987	2025-11-14	Dyna Parts LLC	19.78 Department_Supplies
52987	2025-11-14	Dyna Parts LLC	56.29 Parts
52987	2025-11-14	Dyna Parts LLC	49.53 Department_Supplies

52987	2025-11-14	Dyna Parts LLC	40.36 Oil_&_Lubes
52987	2025-11-14	Dyna Parts LLC	356.69 Department_Supplies
52947	2025-10-31	Dyna Parts LLC	11.04 Other_Expenses
52946	2025-10-31	Dyna Parts LLC	319.70 Parts
52946	2025-10-31	Dyna Parts LLC	542.30 Parts
52986	2025-11-14	Dyna Parts LLC	135.13 Parts
52986	2025-11-14	Dyna Parts LLC	319.70 Parts
53011	2025-11-14	Ecolube Recovery, LLC.	26.25 Department_Supplies
53011	2025-11-14	Ecolube Recovery, LLC.	90.00 Department_Supplies
53011	2025-11-14	Ecolube Recovery, LLC.	52.80 Department_Supplies
52939	2025-10-31	Elaine Clegg	19.00 Employee reimbursement
52961	2025-10-31	Elite Key Solutions	2,000.00 Vehicle_Maintenance
52998	2025-11-14	Elite Key Solutions	340.00 Parts
52895	2025-10-30	Elliott Auto Supply Co., Inc	290.70 Parts
53012	2025-11-14	Elliott Auto Supply Co., Inc	104.84 Parts
53012	2025-11-14	Elliott Auto Supply Co., Inc	8.12 Parts
53012	2025-11-14	Elliott Auto Supply Co., Inc	8.12 Parts
52886	2025-10-30	ERS Emergency Responder Services, Inc	2,180.52 Vehicles
100579	2025-10-31	Eskins, Michael	78.44 Employee reimbursement
52933	2025-10-30	Esri Inc.	627.12 Subscriptions
53038	2025-11-14	ETA Phi Systems, Inc.	11,246.00 IT_Hardware
53038	2025-11-14	ETA Phi Systems, Inc.	14,128.46 Subscriptions
53037	2025-11-14	Everbases Solutions LLC	750.00 Services
52963	2025-10-31	Farnham, Wesley	63.59 Employee reimbursement
52970	2025-11-03	Fleet EForce Inc.	1,983.96 Parts
52996	2025-11-14	Fleet EForce Inc.	487.07 Parts
52919	2025-10-30	FOURTHSQUARE LLC	4,200.00 IT_Software
52919	2025-10-30	FOURTHSQUARE LLC	3,500.00 IT_Software
53053	2025-11-14	Full Service Glass LLC	59.95 Vehicle_Maintenance
52903	2025-10-30	Gem State Paper & Supply	450.23 Parts
52890	2025-10-30	Gillig, LLC	56.40 Parts
52890	2025-10-30	Gillig, LLC	797.35 Parts
52890	2025-10-30	Gillig, LLC	2,644.82 Parts
52890	2025-10-30	Gillig, LLC	277.44 Parts
52890	2025-10-30	Gillig, LLC	1,060.72 Parts
52890	2025-10-30	Gillig, LLC	1,206.91 Parts
52890	2025-10-30	Gillig, LLC	2,790.27 Parts
52890	2025-10-30	Gillig, LLC	86.00 Parts
52890	2025-10-30	Gillig, LLC	200.10 Parts
52890	2025-10-30	Gillig, LLC	65.96 Parts
52890	2025-10-30	Gillig, LLC	70.04 Parts
52890	2025-10-30	Gillig, LLC	441.08 Parts
52890	2025-10-30	Gillig, LLC	1,745.65 Parts
53043	2025-11-14	Gillig, LLC	2,131.64 Parts
53043	2025-11-14	Gillig, LLC	2,151.01 Parts
53043	2025-11-14	Gillig, LLC	1,238.57 Parts
53043	2025-11-14	Gillig, LLC	96.50 Parts
53043	2025-11-14	Gillig, LLC	962.30 Parts
53043	2025-11-14	Gillig, LLC	42.80 Parts
53043	2025-11-14	Gillig, LLC	2,550.16 Parts
53043	2025-11-14	Gillig, LLC	3,409.26 Parts
53043	2025-11-14	Gillig, LLC	13.14 Parts
53043	2025-11-14	Gillig, LLC	870.87 Parts
53043	2025-11-14	Gillig, LLC	570.31 Parts
52894	2025-10-30	Grainger Inc	155.80 Department_Supplies
52894	2025-10-30	Grainger Inc	187.43 Parts
53009	2025-11-14	Grainger Inc	87.41 Department_Supplies
53009	2025-11-14	Grainger Inc	37.86 Department_Supplies
53009	2025-11-14	Grainger Inc	1,305.95 Department_Supplies
53009	2025-11-14	Grainger Inc	65.68 Department_Supplies
53009	2025-11-14	Grainger Inc	754.34 Parts
53009	2025-11-14	Grainger Inc	129.70 Parts
53009	2025-11-14	Grainger Inc	132.26 Services
53009	2025-11-14	Grainger Inc	159.96 Services
52944	2025-10-31	Harbor Freight Tools	137.24 Parts
52944	2025-10-31	Harbor Freight Tools	195.93 Services
52944	2025-10-31	Harbor Freight Tools	74.71 Services
52905	2025-10-30	Hawley Troxell Ennis & Hawley	1,392.00 Services
52899	2025-10-30	HDR Engineering, Inc	7,074.10 Consulting_Services
52883	2025-10-30	HI-Line	511.41 Department_Supplies
52883	2025-10-30	HI-Line	621.74 Department_Supplies
100603	2025-11-14	Holiday Parade Association, Inc	500.00 Services
52918	2025-10-30	Hot Shots, Inc.	1,228.20 Other_Expenses
100570	2025-10-31	Idaho Correctional Industries	250.96 Signage
100014	2025-11-13	Idaho Department of Labor	4,240.00 taxes
52877	2025-10-30	Idaho Power	612.00 Utilities

52877	2025-10-30	Idaho Power	14,711.97	Utilities
52877	2025-10-30	Idaho Power	1,672.07	Utilities
53034	2025-11-14	Idaho Power	16.99	Utilities
53034	2025-11-14	Idaho Power	1,323.27	Utilities
52922	2025-10-30	Idaho Records Management, LLC	55.00	Services
100580	2025-10-31	Idaho Springs, LLC	27.98	Water
100602	2025-11-14	Idaho Springs, LLC	19.99	Department_Supplies
52949	2025-10-31	Image Tech, LLC	169.82	Marketing
52949	2025-10-31	Image Tech, LLC	339.64	Marketing
52990	2025-11-14	Image Tech, LLC	169.82	Marketing
52990	2025-11-14	Image Tech, LLC	169.82	Marketing
52990	2025-11-14	Image Tech, LLC	1,067.40	Marketing
52881	2025-10-30	In The Bag Promotions	549.96	SWAG
52914	2025-10-30	Intermountain Communications of	885.00	IT_Hardware
52914	2025-10-30	Intermountain Communications of	454.10	IT_Hardware
52914	2025-10-30	Intermountain Communications of	270.00	IT_Hardware
52914	2025-10-30	Intermountain Communications of	270.00	IT_Hardware
52914	2025-10-30	Intermountain Communications of	270.00	IT_Hardware
52971	2025-11-01	Intermountain Communications of	885.00	IT_Hardware
52914	2025-10-30	Intermountain Communications of	454.58	IT_Hardware
53024	2025-11-14	Intermountain Communications of	1,300.50	IT_Hardware
52904	2025-10-30	Intermountain Gas	17.17	Utilities
53018	2025-11-14	Intermountain Gas	99.46	Utilities
53018	2025-11-14	Intermountain Gas	15,442.61	Utilities
52904	2025-10-30	Intermountain Gas	14,243.88	Utilities
52978	2025-11-06	Intermountain Gas	35.45	Utilities
52904	2025-10-30	Intermountain Gas	21.73	Utilities
52904	2025-10-30	Intermountain Gas	120.62	Utilities
52904	2025-10-30	Intermountain Gas	15.45	Utilities
53051	2025-11-14	INTERMOUNTAIN HOME SERVICES, LLC	184.00	Services
52934	2025-10-30	Jacobs Engineering Group, Inc.	2,335.36	Consulting_Services
52934	2025-10-30	Jacobs Engineering Group, Inc.	20,520.79	Engineering_Consultants
52934	2025-10-30	Jacobs Engineering Group, Inc.	23,632.24	Engineering_Consultants
53054	2025-11-14	Jacobs Engineering Group, Inc.	9,353.88	Engineering_Consultants
53054	2025-11-14	Jacobs Engineering Group, Inc.	8,305.09	Engineering_Consultants
53054	2025-11-14	Jacobs Engineering Group, Inc.	1,345,291.20	Engineering_Consultants
53054	2025-11-14	Jacobs Engineering Group, Inc.	16,199.52	Engineering_Consultants
53054	2025-11-14	Jacobs Engineering Group, Inc.	34,416.79	Engineering_Consultants
52888	2025-10-30	Janek Corporation	2,324.50	Parts
53003	2025-11-14	Jason Rose	434.23	Employee reimbursement
52976	2025-11-06	Jeremy Ricky	24,712.08	Rides_to_Wellness
52976	2025-11-06	Jeremy Ricky	6,033.48	Rides_to_Wellness
52976	2025-11-06	Jeremy Ricky	1,013.68	Rides_to_Wellness
52920	2025-10-30	Johnson Controls US Holdings INC	658.26	Fire_Protection_Services
52948	2025-10-31	Joshua Smith	50.00	Employee reimbursement
53001	2025-11-14	Kathleen Godfrey	175.21	Employee reimbursement
53036	2025-11-14	KENDALL DEALERSHIP HOLDINGS, LLC	47.70	Parts
53020	2025-11-14	Kenworth Sales	3,312.07	Parts
53020	2025-11-14	Kenworth Sales	161.84	Parts
53020	2025-11-14	Kenworth Sales	133.12	Parts
53020	2025-11-14	Kenworth Sales	355.39	Parts
53020	2025-11-14	Kenworth Sales	51.44	Parts
53020	2025-11-14	Kenworth Sales	516.34	Parts
53020	2025-11-14	Kenworth Sales	540.36	Parts
53020	2025-11-14	Kenworth Sales	326.16	Parts
53020	2025-11-14	Kenworth Sales	14.01	Parts
53020	2025-11-14	Kenworth Sales	109.50	Parts
53020	2025-11-14	Kenworth Sales	608.22	Parts
53020	2025-11-14	Kenworth Sales	5.92	parts
53020	2025-11-14	Kenworth Sales	-5.92	credits
53020	2025-11-14	Kenworth Sales	370.06	Parts
53020	2025-11-14	Kenworth Sales	62.65	Parts
53020	2025-11-14	Kenworth Sales	669.75	Parts
53020	2025-11-14	Kenworth Sales	2,755.12	Parts
53020	2025-11-14	Kenworth Sales	3,478.35	Parts
53020	2025-11-14	Kenworth Sales	68.78	Parts
53020	2025-11-14	Kenworth Sales	45.29	Parts
53020	2025-11-14	Kenworth Sales	622.86	Parts
53020	2025-11-14	Kenworth Sales	289.68	Parts
53020	2025-11-14	Kenworth Sales	86.28	Parts
53020	2025-11-14	Kenworth Sales	53.25	Parts
53020	2025-11-14	Kenworth Sales	-3,750.00	credits
53020	2025-11-14	Kenworth Sales	-781.25	credits
52909	2025-10-30	Kuna Senior Citizen Inc	3,506.58	Senior_Services
52955	2025-10-31	Leandro Cano	67.56	Employee reimbursement
52966	2025-10-31	Leslie, Brian	200.00	Employee reimbursement

52932	2025-10-30	Lift-U	457.35 Department_Supplies
52882	2025-10-30	Loomis Armored US, LLC	657.57 Services
100601	2025-11-14	Loretta Smith	34.48 Employee reimbursement
52876	2025-10-30	Lowes Home Improvement	50.71 Department_Supplies
52876	2025-10-30	Lowes Home Improvement	133.85 Department_Supplies
52876	2025-10-30	Lowes Home Improvement	664.47 Vehicle_Maintenance
53033	2025-11-14	Lowes Home Improvement	315.32 Department_Supplies
53033	2025-11-14	Lowes Home Improvement	76.39 Services
53033	2025-11-14	Lowes Home Improvement	8.04 Services
53033	2025-11-14	Lowes Home Improvement	182.82 Services
53041	2025-11-14	Lyft, Inc	4,787.85 Transportation_Services
53041	2025-11-14	Lyft, Inc	1,568.51 Transportation_Services
52999	2025-11-14	MDMC3 LLC	9,074.43 Professional_& Technical_Services
52999	2025-11-14	MDMC3 LLC	9,074.43 Professional_& Technical_Services
52999	2025-11-14	MDMC3 LLC	9,074.43 Professional_& Technical_Services
100581	2025-10-31	Meier, Holly	61.04 Employee reimbursement
52911	2025-10-30	Melba Valley Senior Center	5,228.28 Senior_Services
52950	2025-10-31	Mereacre, Tudor	111.25 Employee reimbursement
53045	2025-11-14	Metal Men Inc	16.45 Department_Supplies
53045	2025-11-14	Metal Men Inc	137.40 Department_Supplies
100566	2025-10-31	Mills, Wayne	307.30 Mileage reimbursement
100605	2025-11-14	Mills, Wayne	44.10 Mileage reimbursement
52985	2025-11-14	Minert & Associates, Inc	132.00 Employee_Screening
52893	2025-10-30	Model 1 Commercial Vehicles, Inc	195.00 Vehicles
53007	2025-11-14	Model 1 Commercial Vehicles, Inc	192.24 Vehicle_Maintenance
52931	2025-10-30	Motion & Flow Control Products	601.78 Parts
52931	2025-10-30	Motion & Flow Control Products	170.68 Parts
52964	2025-10-31	MV Public Transportation, Inc	3,922.02 Services
53055	2025-11-14	New Flyer Parts	30.92 Parts
52892	2025-10-30	Newegg Business, Inc.	1,994.55 IT_Operations_& Maintenance
53060	2025-11-14	Newegg Business, Inc.	391.92 IT_Operations_& Maintenance
52870	2025-10-22	Nicholas Moran	31.43 Employee reimbursement
52940	2025-10-31	Nicholas Moran	91.49 Employee reimbursement
52869	2025-10-22	Nick Leonardson	1,795.08 Employee reimbursement
52967	2025-11-03	Nick Moore	63.14 Employee reimbursement
52907	2025-10-30	Norco Inc	25.80 Department_Supplies
52967	2025-11-03	Nick Moore	45.39 Employee reimbursement
53021	2025-11-14	Norco Inc	131.86 Department_Supplies
53021	2025-11-14	Norco Inc	418.90 Parts
52923	2025-10-30	ODP Business Solutions, LLC	32.24 Department_Supplies
52923	2025-10-30	ODP Business Solutions, LLC	202.30 Department_Supplies
52923	2025-10-30	ODP Business Solutions, LLC	89.08 Department_Supplies
52923	2025-10-30	ODP Business Solutions, LLC	186.20 Department_Supplies
52923	2025-10-30	ODP Business Solutions, LLC	127.11 Office_Supplies
52923	2025-10-30	ODP Business Solutions, LLC	17.79 Office_Supplies
52923	2025-10-30	ODP Business Solutions, LLC	51.48 Office_Supplies
53046	2025-11-14	ODP Business Solutions, LLC	24.48 Department_Supplies
53046	2025-11-14	ODP Business Solutions, LLC	20.64 Department_Supplies
53046	2025-11-14	ODP Business Solutions, LLC	50.02 Department_Supplies
53046	2025-11-14	ODP Business Solutions, LLC	397.39 Department_Supplies
53046	2025-11-14	ODP Business Solutions, LLC	38.45 Department_Supplies
53046	2025-11-14	ODP Business Solutions, LLC	21.89 Department_Supplies
53046	2025-11-14	ODP Business Solutions, LLC	125.44 Department_Supplies
53046	2025-11-14	ODP Business Solutions, LLC	74.36 Department_Supplies
52896	2025-10-30	O'Reilly Auto Parts	304.09 Parts
52896	2025-10-30	O'Reilly Auto Parts	30.51 Parts
52896	2025-10-30	O'Reilly Auto Parts	240.41 Parts
53013	2025-11-14	O'Reilly Auto Parts	25.98 Department_Supplies
53013	2025-11-14	O'Reilly Auto Parts	46.03 Parts
53013	2025-11-14	O'Reilly Auto Parts	356.99 Parts
53013	2025-11-14	O'Reilly Auto Parts	-70.00 credit
52906	2025-10-30	Overhead Door of SW Idaho	125.00 Garage_Door_Services
52930	2025-10-30	Pacific Office Automation	589.18 IT_Operations_& Maintenance
53052	2025-11-14	Pacific Office Automation	1,025.00 IT_Operations_& Maintenance
53052	2025-11-14	Pacific Office Automation	32.95 Office_Supplies
52924	2025-10-30	Paragon Consulting, Inc	5,007.00 Engineering_Consultants
52867	2025-10-17	Parma Senior Center	1,154.56 Senior_Services
100573	2025-10-31	Peak Industrial, Inc.	715.13 Parts
52925	2025-10-30	Pegasus ME Buyer, Inc; DBA Mythics. LLC	22,895.40 IT_Software
52925	2025-10-30	Pegasus ME Buyer, Inc; DBA Mythics. LLC	2,310.00 IT_Software
52925	2025-10-30	Pegasus ME Buyer, Inc; DBA Mythics. LLC	832.70 IT_Software
52957	2025-10-31	Personnel Plus, Inc.	320.47 Labor_Services
52957	2025-10-31	Personnel Plus, Inc.	907.20 Transportation_Services
52957	2025-10-31	Personnel Plus, Inc.	9,776.55 Transportation_Services
52957	2025-10-31	Personnel Plus, Inc.	910.40 Transportation_Services
52957	2025-10-31	Personnel Plus, Inc.	8,592.32 Transportation_Services

52994	2025-11-14	Personnel Plus, Inc.	910.40 Labor_Services
52994	2025-11-14	Personnel Plus, Inc.	9,304.07 Labor_Services
52994	2025-11-14	Personnel Plus, Inc.	944.54 Labor_Services
52994	2025-11-14	Personnel Plus, Inc.	9,166.08 Labor_Services
100567	2025-10-31	Primary Health Medical Group, LLC	35.00 Services
100591	2025-11-14	Primary Health Medical Group, LLC	550.00 Employee_Screening
52891	2025-10-30	Quench USA, Inc	62.70 Department_Supplies
52891	2025-10-30	Quench USA, Inc	318.95 Services
53044	2025-11-14	Quench USA, Inc	62.70 Department_Supplies
52898	2025-10-30	RDK Corporation	270.00 Employee_Screening
52898	2025-10-30	RDK Corporation	150.00 Services
52937	2025-10-30	Remix Technologies LLC	6,770.00 Subscriptions
52871	2025-10-22	Richard Marks-Chalmers	226.80 Employee reimbursement
52941	2025-10-31	Richard Marks-Chalmers	256.90 Employee reimbursement
52941	2025-10-31	Richard Marks-Chalmers	189.00 Employee reimbursement
52941	2025-10-31	Richard Marks-Chalmers	225.40 Employee reimbursement
53004	2025-11-14	Richard Marks-Chalmers	212.80 Employee reimbursement
53004	2025-11-14	Richard Marks-Chalmers	292.60 Employee reimbursement
100592	2025-11-14	Right! Systems, Inc.	22,068.00 Subscriptions
52982	2025-11-06	Robert Half International, Inc	2,281.20 Consulting_Services
52995	2025-11-14	Robert Half International, Inc	1,881.99 Consulting_Services
52995	2025-11-14	Robert Half International, Inc	826.94 Consulting_Services
52995	2025-11-14	Robert Half International, Inc	342.18 Consulting_Services
52962	2025-10-31	Roberts, Bradley	73.03 Employee reimbursement
52962	2025-10-31	Roberts, Bradley	14.84 Employee reimbursement
52993	2025-11-14	Rocky Mountain Portable Toilets, LLC	290.07 Services
52884	2025-10-30	Romaine Electric Corporation	7,453.64 Parts
52884	2025-10-30	Romaine Electric Corporation	664.02 Parts
52951	2025-10-31	Ruben Santos	106.00 Employee reimbursement
100578	2025-10-31	Ruben Santos	60.00 Employee reimbursement
53014	2025-11-14	Sage Supply, Inc	65.00 Department_Supplies
52997	2025-11-14	Sandy Peterson	127.09 Employee reimbursement
100577	2025-10-31	Scheer, Jessie	59.36 Employee reimbursement
100569	2025-10-31	Second & Broadway Condo Association	56,823.00 Association dues
52973	2025-11-01	Shred-It USA- LLC	140.28 Services
52953	2025-10-31	SIJ Holdings	43.24 Services
100582	2025-10-31	Silvers, Kenneth	10.50 Employee reimbursement
53032	2025-11-14	Smith Power Products, Inc	462.84 Parts
53032	2025-11-14	Smith Power Products, Inc	507.50 Parts
53032	2025-11-14	Smith Power Products, Inc	2.26 Parts
53032	2025-11-14	Smith Power Products, Inc	851.62 Parts
53032	2025-11-14	Smith Power Products, Inc	861.00 Parts
53032	2025-11-14	Smith Power Products, Inc	980.25 Parts
53032	2025-11-14	Smith Power Products, Inc	367.20 Services
53032	2025-11-14	Smith Power Products, Inc	-4,025.00 credit
53047	2025-11-14	Sportworks Global LLC	19,973.25 Parts
53047	2025-11-14	Sportworks Global LLC	2,107.88 Parts
52926	2025-10-30	Sprague Pest Solutions	166.58 Services
52979	2025-11-06	Stoltz Marketing Group, Inc	1,080.00 Marketing
52979	2025-11-06	Stoltz Marketing Group, Inc	735.00 Professional_& Technical_Services
52979	2025-11-06	Stoltz Marketing Group, Inc	1,085.00 Professional_& Technical_Services
52979	2025-11-06	Stoltz Marketing Group, Inc	23,983.00 Professional_& Technical_Services
53028	2025-11-14	Syringa Networks, LLC	5,388.76 Internet_Service
52927	2025-10-30	Tacoma Screw Products Inc.	243.26 Parts
52927	2025-10-30	Tacoma Screw Products Inc.	78.14 Parts
52927	2025-10-30	Tacoma Screw Products Inc.	6.84 Parts
53048	2025-11-14	Tacoma Screw Products Inc.	341.25 Parts
52901	2025-10-30	The Car Park, LLC	75.00 Professional_& Technical_Services
52901	2025-10-30	The Car Park, LLC	75.00 Professional_& Technical_Services
52901	2025-10-30	The Car Park, LLC	75.00 Professional_& Technical_Services
52901	2025-10-30	The Car Park, LLC	75.00 Professional_& Technical_Services
52901	2025-10-30	The Car Park, LLC	900.00 Professional_& Technical_Services
52901	2025-10-30	The Car Park, LLC	12.80 Transportation_Services
52901	2025-10-30	The Car Park, LLC	12.50 Transportation_Services
53016	2025-11-14	The Car Park, LLC	1,050.00 Professional_& Technical_Services
53016	2025-11-14	The Car Park, LLC	75.00 Professional_& Technical_Services
53016	2025-11-14	The Car Park, LLC	75.00 Professional_& Technical_Services
100576	2025-10-31	The Cincinnati Insurance Company	250.00 Insurance premiums
53019	2025-11-14	The Hartwell Corporation	41,240.00 Insurance premiums
53019	2025-11-14	The Hartwell Corporation	70,092.00 Insurance premiums
52889	2025-10-30	Thompson and Associates, Inc.	3,526.90 Consulting_Services
52960	2025-10-31	Tony Taranto	116.59 Department_Supplies
53042	2025-11-14	Top Gear Inc	12,955.00 Department_Supplies
52897	2025-10-30	Transpo Group USA, Inc.	17,891.60 Consulting_Services
52913	2025-10-30	Treasure Valley Coffee	52.33 Department_Supplies
53023	2025-11-14	Treasure Valley Coffee	139.10 Department_Supplies

53023	2025-11-14	Treasure Valley Coffee	81.06 Department_Supplies
53023	2025-11-14	Treasure Valley Coffee	319.40 Office_Supplies
52916	2025-10-30	Treasure Valley Transit	24,313.00 Transportation_Services
53010	2025-11-14	Uline, Inc	1,418.12 Department_Supplies
100599	2025-11-14	Underwood, David	170.00 Employee reimbursement
52878	2025-10-30	UniFirst	87.08 Department_Supplies
52936	2025-10-30	UniFirst	136.39 Uniform_Laundry_Services_and_Accessories
52878	2025-10-30	UniFirst	87.08 Department_Supplies
52936	2025-10-30	UniFirst	160.40 Uniform_Laundry_Services_and_Accessories
53035	2025-11-14	UniFirst	88.39 Department_Supplies
53056	2025-11-14	UniFirst	133.73 Uniform_Laundry_Services_and_Accessories
53035	2025-11-14	UniFirst	87.08 Department_Supplies
53056	2025-11-14	UniFirst	130.70 Uniform_Laundry_Services_and_Accessories
53035	2025-11-14	UniFirst	87.08 Department_Supplies
100597	2025-11-14	United Auto Upholstery	850.00 Parts
52942	2025-10-31	UPS Freight	3.28 Postage_&_Freight
52942	2025-10-31	UPS Freight	35.97 Postage_&_Freight
52983	2025-11-14	UPS Freight	3.56 Postage_&_Freight
52872	2025-10-22	US Bank Plaza Condominium Assoc., Inc.	10,766.00 Services
53061	2025-11-14	US Bank Plaza Condominium Assoc., Inc.	10,766.00 Services
100565	2025-10-31	Veolia Water Idaho	345.07 Utilities
100583	2025-10-31	Verizon Wireless	40.01 Services
100584	2025-10-31	Verizon Wireless	1,654.31 Services
100585	2025-10-31	Verizon Wireless	51.56 Services
100586	2025-10-31	Verizon Wireless	40.01 Services
100587	2025-10-31	Verizon Wireless	3,671.63 Services
100588	2025-10-31	Verizon Wireless	38.48 Services
100589	2025-10-31	Verizon Wireless	200.10 Services
200025	2025-11-13	WCF National Insurance Company	34,333.60 Insurance premiums
53025	2025-11-14	Western Mountain Bus Sales	255.00 Parts
53025	2025-11-14	Western Mountain Bus Sales	335.78 Parts
53031	2025-11-14	Wex Bank	10,869.27 Unleaded
53058	2025-11-14	Wex Bank	3,507.67 Unleaded
100574	2025-10-31	Wienhoff Drug Testing	6,460.00 Employee_Screening
100574	2025-10-31	Wienhoff Drug Testing	1,860.00 Services
100574	2025-10-31	Wienhoff Drug Testing	100.00 Services
100596	2025-11-14	Wienhoff Drug Testing	220.00 Services
52975	2025-11-05	William (Travis) Fremont	18,448.03 Rides_to_Wellness
52975	2025-11-05	William (Travis) Fremont	1,116.40 Rides_to_Wellness
52981	2025-11-06	William (Travis) Fremont	4,820.57 Rides_to_Wellness
52885	2025-10-30	William Beard	144.00 Bus_Washing
52885	2025-10-30	William Beard	363.00 Bus_Washing
53039	2025-11-14	William Beard	239.00 Bus_Washing
53039	2025-11-14	William Beard	365.00 Bus_Washing
52980	2025-11-06	YB NOW LLC	7,697.32 Rides_to_Wellness
52980	2025-11-06	YB NOW LLC	885.84 Rides_to_Wellness
			<u>2,547,684.53</u>

This check register has undergone scrutiny and verification guaranteeing its integrity and accuracy. Each entry has been diligently reviewed ensuring the financial transactions are true and accurate.

VRT Senior Accountant or Chief Financial Officer

ACCEPTED:

CHAIR OF EXECUTIVE BOARD

ATTEST:

SECRETARY/TREASURER

PROPOSED AGENDA BOARD OF DIRECTOR'S MEETING JANUARY 2026

CONSENT AGENDA

Minutes from the October Board meeting
Minutes from the October/November/December Executive Board meetings
Sign and Attest Payment Registers
FY2025 Q4 Performance Report
Credit Card Policy and Procedure
Fixed Asset Policy and Procedure
Balanced Budget and Reserves Policy
Fiscal Year-End Accounting/Audit and Budget Amendment Processes Policy
Financial Reporting Policy
Written Information Security Program Policy and Procedures
Public Involvement and Notifications Policy
Social Media Policy
Written Information Security Program Policy (and procedure)
ADA Eligibility Evaluation Services

BOARD OF DIRECTORS ACTION ITEMS

PUBLIC HEARING FY2026 Budget Amendment and 2025 carry-forwards
FY2026 Budget Amendment and FY2025 carry-forwards VRT Board/Executive Board Officer
Succession and Open Position Nominations and Election
Budget Breakdown Revenues and Expenses by category
Transit Development (TDP) Plan
Valley Connect 3.0
Bus Stop Location and Transit Amenities Development Guidelines and Process and Bus Stop
Typology
Legislative Update and Discussion
Canyon County Commuterride
WCAG Policy

BOARD OF DIRECTORS INFORMATION ITEMS

None at this time

PROCUREMENTS

Procurement calendar

DEPARTMENT/STAFF REPORTS

Elaine Clegg
Leslie Pedrosa
Jason Jedry
Stephen Hunt
Jason Rose
Brad Alvero



TOPIC	Legislative Activity
DATE	December 1, 2025
STAFF MEMBER	Elaine Clegg

Action Item

This is an action item. We request that the Executive Board provide comments on the draft legislation with any changes and a recommendation to the full Board of Directors for approval.

Highlights

At the Board's direction, Valley Regional Transit (VRT) has been working through a local legislator with the Legislative Service Office (LSO) to develop draft legislation addressing VRT's funding needs to allow us to gauge potential support. The sideboards asked for were outlined in an email and sent along with a primer on the funding issues we are trying to address earlier as summarized below.

Summary

The State of Idaho does not provide dedicated funds to public transportation agencies and does not spend state funding on public transit. The state has not extended taxing authority to Regional Public Transportation Authority Act (RPTA) like other political subdivisions (fire, library, sewer, and even mosquito abatement and recreation districts). VRT currently relies on voluntary contributions of local tax revenue, from our members; direct revenue generation (i.e., ridership, advertising, pass sales); and federal funding sources. VRT needs more consistent and reliable funding to respond to growth in the region.

Direction to amend the existing RPTA statute to allow levy authority as is allowed for other political subdivisions within the following sideboards.

- Allow the RPTA Board of Directors to levy a property tax in the amount approved by a 66-2/3 majority of voters within the RPTA's service boundaries
- To be used for the purposes of financing, constructing, operating and maintaining a public transportation system.
- Based on an adopted public transportation plan approved by voters within the RPTA's service boundaries as part of the ballot question.
- To be voted at an election in November of any year, levy not exceed 1 mil (.001).
- Tax collected by the county(s) in the service boundary.

The RPTA would be subject to all the limitations on taxing districts in Idaho, including the 3% maximum yearly budget increase, the 90% assessment limit on new construction growth and the 8% overall cap on budget growth. The budget would have to be approved by the RPTA Board after a public hearing. The legislation will be based on these sideboards with two additional issues which emerged in discussion with LSO.

Additional Considerations

County wide issue: On the issue of whether this would be required to be county wide we learned that while VRT chose the county wide route when we formed, nevertheless, at the initial creation of a RPTA under the procedures outlined in I.C. 40-2105, a city or county commission can choose at the outset whether to establish a county-wide authority (under 40-2105(1)) **OR** a regional authority (under 40-2105(2)) that does not strictly align with county boundaries. We instructed LSO to retain those two options.

Bonds: We asked the question on whether bonds would require a separate 2/3 majority vote if the vote to initiate the taxing district includes a plan with identified projects eligible for bonding. We asked LSO to provide a draft that includes what would be necessary for a specific grant of authority to authorize general obligation bonds as part of an approved plan and a procedure for the voting mechanism.

The draft legislation will be available at the meeting for review.

Implication

With direction from the Executive Board, we will schedule this item for action at the January Board of Directors meeting

For detailed information, contact:

Elaine Clegg, CEO
eclegg@ridevrt.org,
(208) 258-2712





TOPIC	Web Content and Accessibility Policy
DATE	11/19/2025
STAFF MEMBER	Melody Roper

Staff Recommendation

The Executive Board is asked to recommend approval of the Web Content and Accessibility Policy in accordance with the Americans with Disabilities Act (ADA) Title II by the Board of Directors at their January 5, 2026, meeting.

Valley Regional Transit (hereinafter “AUTHORITY”) is committed to ensuring that all digital services, including websites, web applications, and mobile applications, are accessible to all members of the public, including individuals with disabilities, in compliance with the Americans with Disabilities Act (ADA) Title II, the U.S. Department of Justice’s final rule on web and mobile accessibility, and the Web Content Accessibility Guidelines (WCAG) 2.1 Level AA.

Implementation Timeline

Phase 1 – Assessment and Planning (April 2025 – October 2025)

Objectives:

- Establish the Accessibility Coordinator and confirm department leads for digital accessibility.
- Review the DOJ Final Rule and WCAG 2.1 Level AA success criteria in detail.
- Conduct a baseline accessibility audit of:
 - Public websites and web applications.
 - Mobile apps.
 - Digital documents (PDFs, forms, reports).
 - Multimedia content (videos, livestreams).
- Identify critical access barriers that prevent use by people with disabilities.
- Develop checklists for application of accessibility standards.
- Integrate accessibility standards into digital project scopes and procurement language.

Deliverables:

- Audit summary report with identified barriers.
- Written procedure including criteria, requirements, and checklists

Phase 2 – Remediation, Review, and Staff Training (October 2025 – January 2026)

Objectives:

- Seek review from Regional Advisory Council on plan to reduce barriers.
- Apply feedback provided by RAC at the November 18th meeting.
- Begin remediation of critical web, mobile, and document accessibility issues.
- Pilot accessibility testing protocols and incorporate into standard publishing workflow.
- Establish procedures for ensuring new content is accessible before posting.
- Initial staff training.

Deliverables:

- WCAG Policy
- WCAG Procedures

Phase 3 – Full Implementation and Verification (February 2026 – March 2026)

Objectives:

- Update all active templates, CMS components, and document workflows to meet WCAG 2.1 Level AA.
- Complete remediation of all remaining legacy digital content still in use.
- Provide **mandatory accessibility training** for all content creators, developers, and communications staff.
- Assign needed updates for compliance to appropriate teams.
- Conduct a comprehensive internal and external audit using both automated and manual testing methods.
- Establish ongoing quarterly audit and reporting schedule.

Deliverables:

- Documentation of training completion and remediation progress.
- All new content WCAG 2.1 AA-compliant upon publication.
- Certification of WCAG 2.1 Level AA compliance by April 2026.
- Updated SOPs and checklists reflecting any DOJ clarifications or WCAG updates.
- Schedule for ongoing audit and reporting.

Phase 4 – Maintenance and Continuous Improvement (April 2026 and Ongoing)

Objectives:

- Maintain accessibility as an ongoing operational requirement, not a one-time project.
- Continue quarterly accessibility audits and annual compliance reports.
- Monitor DOJ and W3C updates for new guidance (e.g., WCAG 2.2).
- Provide annual staff refresher training and onboarding accessibility sessions.
- Ensure all new procurements, website features, or app releases are accessible at launch.

Deliverables:

- Quarterly accessibility audit reports.



- Annual Accessibility Status Report to Executive Leadership.
- Updated Accessibility Checklist and training materials as standards evolve.

Implementation Oversight:

The Marketing and Creative Manager will act as the **Accessibility Coordinator** to oversee implementation of this plan, supported by the Executive Leadership Team and Department Managers. Each department is responsible for ensuring compliance within its digital content areas and maintaining documentation of all testing, remediation, and training activities.

More Information

For detailed information, contact:

Melody Roper
Marketing and Creative Manager
mroper@ridevrt.org
208-671-4269



This policy supersedes all prior policy statements written, verbal, or otherwise.

Policy Number: 1.05.01

Resolution Number: VBD26-003

Policy Title: Web Content and Accessibility

Signature of Board Chairperson

Date

Signature of Chief Executive Officer

Date

STATEMENT OF POLICY

This policy establishes standards and expectations for ensuring that all digital information and services provided by Valley Regional Transit (hereinafter “AUTHORITY”) are accessible to all users, including individuals with disabilities, in accordance with the Americans with Disabilities Act (ADA) Title II.

The AUTHORITY is committed to ensuring that all websites, applications, documents, videos, forms, and online tools are accessible; that accessibility applies to both public-facing and internal content; and that all staff, contractors, and vendors adhere to the accessibility standards outlined in this policy. Accessibility will be considered and implemented throughout the planning, development, creation, procurement, publication, and maintenance of all digital content and services.

POLICY

The Web Content Accessibility Guidelines (WCAG) are built around four core principles known as **POUR: Perceivable, Operable, Understandable, and Robust**. These principles form the foundation of digital accessibility and describe what all accessible content must be. In simple terms, POUR ensures that information can be **noticed, used, understood, and supported** by a wide range of devices and assistive technologies. By designing with POUR in mind, we ensure that our websites, apps, documents, and digital tools are accessible to everyone, including people with disabilities.

Perceivable

Digital content created, procured, or maintained by the AUTHORITY must be presented in ways that all users can perceive. This includes providing text alternatives for non-text

content; ensuring captions and transcripts for time-based media; designing content with sufficient color contrast; and structuring content so that it can be presented in different formats without loss of information or meaning. All staff and contractors must ensure that visual and auditory information is accessible to users with sensory disabilities.

Operable

All digital interfaces and functionality must be fully operable by users with a range of abilities and assistive technologies. This includes ensuring full keyboard accessibility, providing clear navigation mechanisms, avoiding content that may trigger seizures, and allowing users adequate time to complete tasks. Interactive elements, applications, and tools must not rely solely on mouse, touch, or gestures and must support assistive technologies used by people with mobility and vision impairments.

Understandable

Digital content and interfaces must be presented in a clear, predictable, and understandable manner. This includes using consistent navigation, providing descriptive instructions and error messages, writing content in plain language where appropriate, and avoiding unexpected changes in context. Staff and contractors creating content must ensure that users can easily comprehend and interact with both static and interactive features.

Robust

Digital content must be developed to maximize compatibility with current and future technologies, including assistive technologies. This includes using semantic HTML, following recognized web standards, and ensuring that applications and third-party tools support accessibility. The AUTHORITY will require contractors and vendors to meet these standards and provide documentation demonstrating conformance with up-to-date web content and accessibility guidelines.

END OF POLICY

Adoption Date: 01/05/2026

Effective Date: 01/05/2026

Supporting Documents:

28 C.F.R. § 35 [CRT Docket No. 144; AG Order No. 5919-2024] RIN 1190-AA79)



VRT Communications – Web Content Accessibility Guidelines (WCAG) Procedure

System: VRT Communications Department Web Content

Subject: Web Content Accessibility Guidelines (“WCAG”) 2.1 Level AA

Signature of Department Head

Date

Signature of CEO

Date

STATEMENT OF PROCEDURE

Valley Regional Transit (hereinafter “AUTHORITY”) is committed to ensuring that all digital services, including websites, web applications, and mobile applications, are accessible to all members of the public, including individuals with disabilities, in compliance with the Americans with Disabilities Act (ADA) Title II, the U.S. Department of Justice’s final rule on web and mobile accessibility, and the Web Content Accessibility Guidelines (WCAG) 2.1 Level AA.

This document establishes the AUTHORITY’s accessibility policies and procedures, and outlines the responsibilities of all staff, contractors, and vendors involved in creating, managing, or maintaining digital content and services. Users and providers of these services agree to abide by the requirements set forth herein and in all other applicable policies, standards, and regulations.

These policies and procedures are designed to ensure equal access to information, programs, and services; to uphold the AUTHORITY’s legal and ethical obligations; and to promote inclusive, high-quality user experience for all riders and community members.

SCOPE

This procedure applies to all public-facing and internal digital content and technology provided, procured, or maintained by the AUTHORITY, including but not limited to:

- Official AUTHORITY websites, subdomains, and microsites
- Web applications and mobile applications (native or hybrid)
- Digital documents, such as PDFs, Word files, and spreadsheets, when posted
- Multimedia content, including prerecorded and live audio or video
- Online forms, surveys, and interactive tools
- Third-party platforms or services integrated into AUTHORITY’s digital offerings, where the AUTHORITY has control over the selection, design, or configuration

This scope applies to all AUTHORITY employees, contractors, vendors, and partners who create, manage, upload, or maintain digital content on behalf of the AUTHORITY. Accessibility must be considered during planning, procurement, development, maintenance, and ongoing updates to ensure continued compliance.

DEFINITIONS

The following words and phrases, whenever used by the AUTHORITY, shall be construed as defined in this section unless, from the context, a different meaning is intended or unless a different meaning is specifically defined and more particularly directed to the use of such words or phrases:

Accessibility – The practice of designing and developing digital content and services so that they can be used by people with disabilities, including those who use assistive technologies such as screen readers, screen magnifiers, voice recognition software, and alternative input devices.

Assistive Technology (AT) – Hardware or software used by individuals with disabilities to interact with digital content. Examples include screen readers, refreshable Braille displays, screen magnification tools, alternative keyboards, and speech input software.

Conformance – Meeting all applicable success criteria at the specified WCAG conformance level (e.g., Level AA) without exceptions, unless allowed under legal or technical limitations.

Digital Content – Any information provided in electronic form, including websites, web applications, mobile applications, documents (PDF, Word, Excel), images, audio, video, forms, and other multimedia materials.

Public-Facing Content – Any digital content intended for or available to the general public, including content accessed without authentication or through public-facing login systems.

Internal Content – Digital content intended for employees, contractors, or authorized partners of the AUTHORITY, including intranet sites and internal portals.

Mobile Application (Mobile App) – Software designed to run on mobile devices such as smartphones and tablets, whether native (downloaded from app stores) or hybrid (web-based but packaged as an app).

Third-Party Content – Content created, hosted, or provided by an entity other than the AUTHORITY, including embedded tools, widgets, or services integrated into AUTHORITY's platforms.

Time-Based Media – Media content that is dependent on time for understanding, including audio-only, video-only, and multimedia (synchronized audio and video) presentations.

Web Content Accessibility Guidelines (WCAG) 2.1 Level AA – An internationally recognized set of technical standards published by the World Wide Web Consortium (W3C) to ensure web content is perceivable, operable, understandable, and robust for people with disabilities. Level AA includes all Level A and Level AA success criteria.



Level A – The most basic requirements.

Level AA – This is our target level, Level AA builds on Level A and adds requirements that address more complex and common barriers.

Level AAA – The highest, most strict standards. While Level AAA is not legally required, it helps identify best practices and guide goals. Examples include sign language interpretation for video, contrast ratio of 7:1, and other more stringent readability standards.

PROCEDURE

Accessibility Compliance Process

To ensure continued conformance with WCAG 2.1 Level AA and compliance with applicable laws and regulations, the AUTHORITY will follow the process outlined below for all covered digital content and services.

1. Planning and Procurement

Accessibility requirements must be included in the scope of all new digital projects, updates, or procurements.

All RFPs, contracts, and agreements with vendors must specify WCAG 2.1 Level AA conformance requirements.

The Accessibility Coordinator will review technical specifications before work begins.

2. Content Creation and Development

All new or updated websites, applications, documents, and multimedia must be created in compliance with the Transit Website and Mobile App Accessibility Checklist (see Appendix B).

Content creators and developers must use accessibility best practices from the start to avoid costly retrofits.

All multimedia (video, audio, interactive elements) must follow the Time-Based Media accessibility requirements.

3. Testing and Review

Automated Testing: Use approved accessibility scanning tools to detect common issues.

Manual Testing: Perform human testing for keyboard navigation, logical reading order, and compatibility with assistive technologies (e.g., screen readers).

User Testing (recommended): When feasible, test with users who rely on assistive technology.

All new public-facing content must pass both automated and manual testing before launch.



4. Remediation

Any identified accessibility issues must be documented, prioritized based on impact, and assigned for correction.

Critical barriers affecting access to essential services or information must be remediated immediately.

All other issues should be resolved according to established timelines in the department's work plan.

5. Ongoing Monitoring

Conduct yearly accessibility audits of websites, applications, and digital documents.

Review at least one major digital content area per month for compliance.

Update the Transit Website and Mobile App Accessibility Checklist as WCAG or legal requirements evolve.

6. Training and Awareness

All staff involved in creating, editing, or maintaining digital content must complete accessibility training at least once per year.

Training must cover WCAG 2.1 Level AA requirements, assistive technology basics, and the AUTHORITY's accessibility procedures.

7. Reporting and Documentation

The Accessibility Coordinator will maintain records of testing results, remediation actions, and audit findings.

Accessibility compliance status will be reported annually to Executive Leadership.

Reports will identify progress, outstanding issues, and planned improvements.

END OF PROCEDURE

Adoption Date: 01/01/2026

Effective Date: 01/01/2026

Last Revised Date: N/A

Last Reviewed Date: N/A

Supporting Documents:

WCAG 2.1 Level AA



WEB CONTENT ACCESSIBILITY GUIDELINES “WCAG” 2.1 LEVEL AA	
Design	Code
○ Color ○ The contrast between text and background is sufficient ○ Text: 4.5:1 ○ Large Text: 3:1 ○ Graphic Elements (e.g., fields, charts): 3:1 ○ Color is not the only means of conveying information - other visual cues are provided. ○ Colors are used appropriately according to their intended function. ○ The style of interactive elements are consistent and recognizable. ○ Predictability ○ Components function in a predictable way, aligned with user habits. ○ Labels ○ Fields requiring input have clear labels or instructions ○ Labels are visibly associated with fields. ○ Groups of elements have group labels. ○ Text ○ Headings group-related content. ○ No text images, justified text, superscripts, or italics are used. ○ The text is not truncated. ○ Hierarchy ○ The content layout is logical, maintaining spacing and hierarchy. ○ Display ○ The component is readable on all screen sizes and orientations. ○ It functions correctly when text is zoomed in to 200%. ○ The component is fully responsive and works correctly on various screen sizes. ○ There is no need for horizontal scrolling. ○ States ○ The component has all the necessary states. ○ States are visible and meet contrast requirements (except for the “disabled” state). ○ The "Focus" state is consistent throughout the interface. ○ Time Limits ○ The user is informed about upcoming time limits. ○ The user has enough time to study content. ○ Time limits can be extended or disabled. ○ Consistency ○ Navigation elements always serve the same function (e.g., an “X” icon always closes a window). ○ Repeating elements (e.g., icons) are consistently placed. ○ Animations and Sounds ○ Automatic animations and sounds have control buttons (e.g., stop, mute). ○ Sounds lasting longer than 3 seconds can be turned off. ○ Flashing content can be paused if it lasts longer than 5 seconds. ○ Audio transcripts are available near multimedia files. ○ Users are informed if a video has no sound. ○ Content does not flash more than 3 times per second. ○ Touch Targets ○ The minimum touch target size is 44x44 pixels unless: ○ 1. The element is available via another link or control of at least 44x44 pixels. ○ 2. The element is part of the text. ○ 3. The browser controls the size.	○ Design ○ The component aligns with the design and its accessibility criteria. ○ Structure ○ The code order matches the reading order used by screen readers. ○ Forms ○ Every form field has an associated label (label element) or is described by the aria-label attribute. ○ Errors are clearly described, with suggested solutions (e.g., “Enter a valid email address”). ○ Form fields provide suggestions where applicable (e.g., date format). ○ Alternative Text ○ Decorative elements have an empty “alt” attribute. ○ Non-decorative elements have appropriate text alternatives. ○ Keyboard Navigation ○ All interactive elements are accessible via the keyboard. ○ There are no "keyboard traps"—the user can navigate forward and backward without getting stuck. ○ Scaling ○ Elements do not have fixed heights and scale correctly. ○ Focus ○ Inactive elements are not focusable, and the focus order is logical. ○ Screen Readers ○ The component works with screen readers (NVDA, JAWS, VoiceOver). ○ All elements are read and described correctly. ○ Headings and Structure ○ Headings (h1, h2, h3, etc.) are used logically to facilitate navigation. ○ Each section has an appropriate heading. ○ Tables ○ Tables have column and row headers defined using <th>. ○ Complex tables use scope or id attributes for better readability. ○ Multimedia ○ Videos have captions for users with hearing impairments. ○ Transcripts are available for audio files. ○ Audio descriptions are available for videos if they contain essential visual information. ○ Name, Role, Value ○ Every interactive element has an assigned name (e.g., via the aria-label attribute or visible on-screen text). ○ The element’s role is clearly defined (e.g., button, link, form field) using appropriate ARIA attributes (e.g., role="button"). ○ The element’s value (e.g., dropdown menus) inform users of state changes (e.g., aria-expanded="true").
Checklist by Krystian Kmiec Modified for use by Valley Regional Transit	



TOPIC	Valley Connect 3.0 Update
DATE	December 1, 2025
STAFF MEMBER	Kate Dahl

Staff Recommendation/Request

Staff is providing an informational update on the status of the Valley Connect 3.0 Plan and its path to completion.

Highlights

Valley Connect 3.0 (VC 3.0) will update Valley Connect 2.0 which was adopted in 2018. VC 3.0 will address the changes that have occurred since its writing in 2018. Not only will VC 3.0 consider the 23% growth in population since the 2018 plan, it will also specifically consider land use, transportation demand management, how active transportation can be better integrated, provide more guidance on specialized transportation and provide more detail about necessary fleet and facilities.

VC 3.0 is more than just a transit plan. It is built around the idea that the Treasure Valley needs to move everyone. The Treasure Valley also needs to be a place where people can afford to live, work and play. And transit has a unique role to play in realizing that vision.

- Increasing transit services as outlined in VC 3.0 will directly support the 36% of people who can't drive due to age (including youth) or disability. This support will not only connect those who cannot drive to the places they need to go, it will also lighten the burden on those who can drive for transporting families and friends who cannot.
- Implementing the services and programs outlined in VC 3.0 will directly lower the transportation costs of households by providing a reliable transportation alternative. Currently, 49% of Idaho household budgets are spent on housing and transportation, with transportation costs sometimes outpacing housing costs.
- VC 3.0 will make transit available to many more residents of the Treasure Valley by increasing service hours by almost 400%.
- VC 3.0 provides a blueprint for increasing the population within a short walk of easy-to-use frequent transit service that doesn't keep you waiting by 340%. And travelling on the weekend will become more convenient with the population with access to weekend service increasing by more than 200%.

VC 3.0 is currently in its final stages of development with staff working on the document to sharpen its message, making it simpler, less technical and responding to comments received from stakeholders and management. The document will be presented to the Board of Directors on January 5, 2026.

Schedule

- August 2024 - Hired consultant
- May 2025 - Drafted service network
- August/September - 2024 and January/February/March 2025 - Solicited feedback from stakeholders and land use focus groups
- Summer 2025 - Drafted chapters
- July 2025 - Presented draft plan to executive board
- October 2025 - Presented draft to COMPASS board
- November-December 2025 – Finalizing document
- January 2026 – Present to full board for consideration

Implication

Valley Connect 3.0 will serve as a blueprint for VRT's discussions with funding partners and the community on the long-term vision for transit in the Treasure Valley. Growth scenarios and cost estimates will be provided to the Idaho State Legislature in the 2026 session to build the case for authorizing direct tax funding.

More Information

Attachments

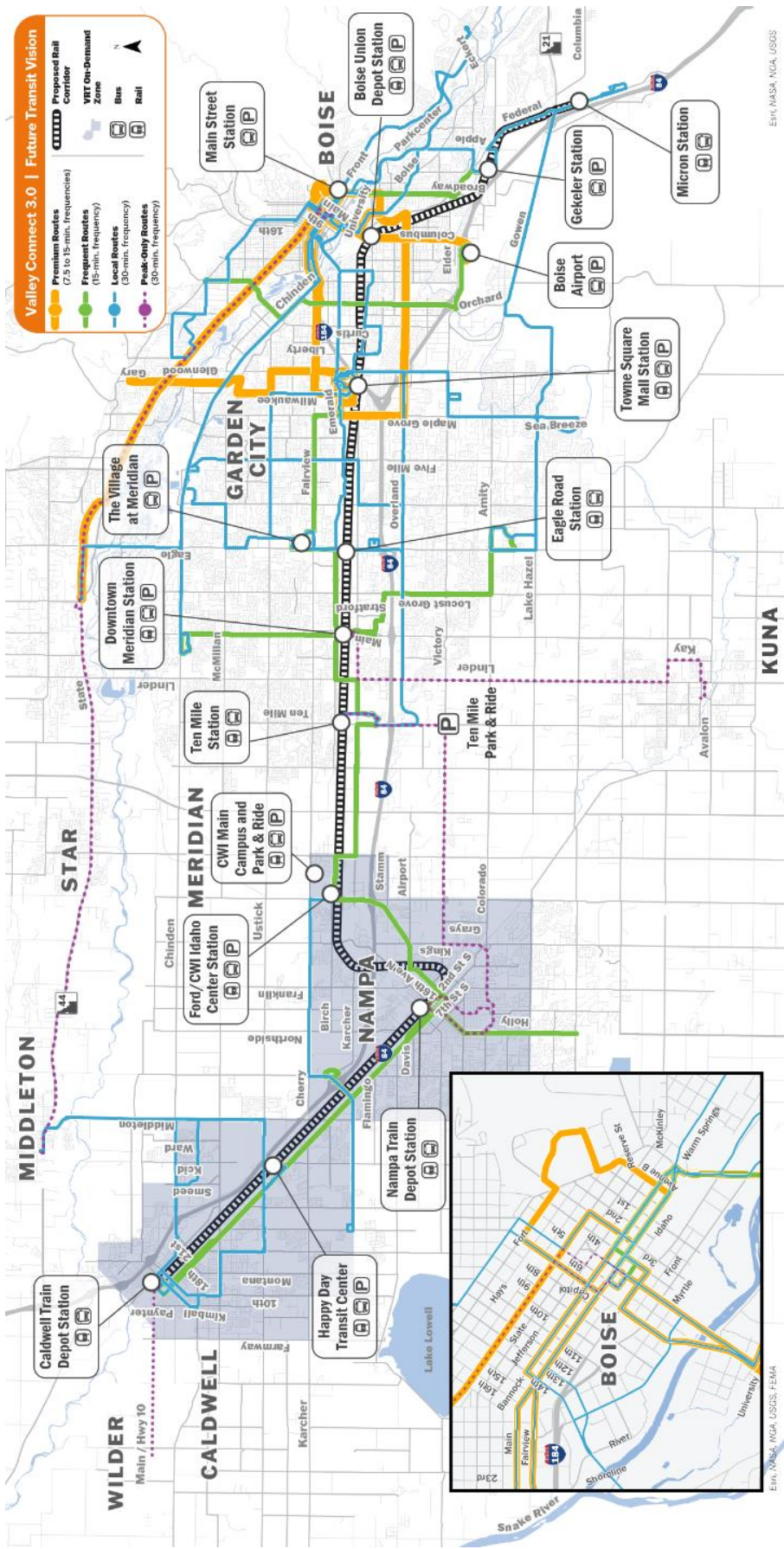
Attachment 1: Valley Connect 3.0 Future Transit Network

For detailed information, contact:

Kate Dahl
Principal Planner
kdahl@rideVRT.org
(208)258-271



Valley Connect 3.0 Future Transit Network



Additional On-Demand zones will be provided in areas between fixed route services.



TOPIC	Transit Development Plan (TDP) Update
DATE	December 1, 2025
STAFF MEMBER	Kyle Street

Staff Recommendation/Request

This is an information item only. Staff will present an update, note comments, and subsequently schedule the completion and final approval of the 2026-2030 Transit Development Plan (TDP).

Highlights

The TDP has been developed over a ten-month period with input from all stakeholders.

Schedule

- Winter/spring 2024-2025 – Review TDP and begin initial stakeholder outreach
- Spring/summer 2025 – Follow annual budget process
- Fall 2025 – Update TDP to match finalized budget
- October 2025 – Board of Directors TDP update input on assumptions
- November 2025 – Regional Advisory Committee update
- December 2025 – Executive Board update
- January 2026 – Board of Directors TDP adoption

Summary

In 2023, Valley Regional Transit (VRT) adopted its first five-year TDP and is past due for an update. The plan acts as a five-year work plan for VRT. It lists expense and revenue projections, estimates of available federal funds, directly generated funds and local funding needs feeding into forecasts of anticipated assessment requests over a five-year window.

Assumptions

Staff reviewed the following assumptions with the board in October.

- A. Existing service levels will be carried forward “as is” with an increment of projected inflation; service enhancements will be represented distinctly based on the discussion below.
- B. Capital projects will include basic (small and service vehicles) vehicle replacements and repair and maintenance on equipment (including IT) and facilities, larger bus replacements will be forecast based on the discussion below.
- C. There will be a regular amount of funding each year based on the VRT budget for basic bus stop repair and improvements, larger bus stop projects will be in special projects.
- D. Special projects are unfunded until there is agreement from partners to participate, listing

them in the plan in the plan year anticipated is designed to allow that negotiation.

- E. There will be a list of unfunded projects that may become feasible depending on discretionary grant eligibility and local partner match availability – these will not be listed in a project year but may move into a plan year in future updates as they become feasible.

Updates

Based on comments from the Board in October, staff are preparing the following edits to the TDP.

- VRT will separate “contingent” budget items from the “base budget”. Example contingent items include
 - Projects that currently do not have a local funding source identified, e.g. the Happy Day Transit Center Rehabilitation project. VRT is seeking local funding from all possible sources including private partnerships and member agencies.
 - Projects that are one-time funding expenditures and could possibly funded from member agency capital budgets instead of their “general fund”.
- VRT will outline capital requests over the four “out years” (FY27-FY30) of the TDP and discuss the option of averaging out assessments so there is consistency in annual requests.
- VRT will update the TDP every two years as opposed to every year.
- VRT will rename the Transportation Development Plan as the “Transit Development Plan” to reflect the transit focus of the plan.

Implication

The annual budget process that our organization is dependent on makes a five-year forecast vitally important even though there are no guarantees that the local match will be funded except to participate annually in the many annual budget processes of our partners. Without a multi-year plan it is impossible for VRT and its partners to engage in productive budget planning.

More Information

Attachments

Attachment 1: 2026-2030 TDP Budget Excerpts

For detailed information, contact:

Stephen Hunt, Chief Development Officer

shunt@ridevrt.org

208-258-2701

Kyle Street, Budget/Planning Programmer

kstreet@ridevrt.org

(208)-258-2705



Transit Development Plan

About the Plan

Proposed 5 YR Budget and Program of Projects

The Transit Development Plan (TDP) is the five-year work plan for the regional public transportation system. The TDP outlines a service plan and capital improvement program, as well as other investments that support VRT's services. The plan will guide VRT's investments in the coming years.

The TDP includes a five-year operating and capital budget for the agency that outlines specific local, federal, and directly generated funding sources. The resulting program of service and projects is driven by our adopted shared regional vision and is based on expected available funding for public transportation in the Treasure Valley. Projecting and tracking services, planned projects, funding and shortfalls will allow VRT, its partners, and the public, to make better informed collaborative decisions that annually will balance the vision with available funds over the life of this plan.

The TDP is filtered through a series of plans and processes. This begins with federal authorization legislation (currently IIJA) and the various funding programs it contains such as discretionary grants, FTA section 5307, 5339, 5310 funds, and FHWA Surface Transportation Block Grants, Transportation Alternative Program grants. Regionally the plans considered include the Regional Long Range Transportation Plan, Communities in Motion; VRT's long range plan, Valley Connect; and internal VRT plans such as service implementation plans, fleet and facilities plans and strategic safety and management plans. The plan is then prioritized based on strategic objectives. VRT tracks performance continually and conducts outreach annually on regional goals and planning objectives to inform the implementation of the TDP.

5-Year Financial Plan

Assumptions, Projections & Allocations

Federal Sources

Federal Funding is informed by annual appropriations, apportionments, notices of funding opportunities and projected availability of local matching funds. Federal agencies determine the suite of eligible projects, and VRT must determine the best strategies to use that funding most effectively. VRT follows federal guidance in the adoptions of plans, policies and oversight measures to ensure that investments are made through informed and collaborative processes. The following tables provide a summary of federally funded activities and relative investment levels

Directly Generated Revenue

VRT has multiple revenue streams that come from the collection of fares from our fixed route system, the sale of passes to the public, and pass program sales available to employers/ regional institutions. With the trend of increased ridership over the past two years, we are forecasting increases in farebox revenue each year for the five years outlined in the Transit Development Plan. We have also worked closely with partner companies and organizations to advance our relationships that support our employer/regional pass programs and are forecasting increases in revenues for those categories. VRT also generates revenue through the sales, installation and tracking of available static (print) advertising space in and on VRT's vehicles and bus benches, as well as digital space inside our buses and our major stations. Growth in this revenue stream will be supported by increasing the inventory of these assets, through location targeted digital advertising, fleet expansion, and asset purchases.

Local Funding

VRT relies on voluntary contributions from local jurisdictions and private partnerships to provide local matching funds for the federal funding identified in this plan. Local funds are also necessary to support activities that are not federally supported. The TDP assumes no new dedicated tax revenue in the next five years, if such funding were to be permitted VRT will update the TDP to reflect that funding. Local funding requests and agreements listed in this plan are processed annually via the cost allocation model to reflect final adjustments and distributed to partners as part of the annual budget process.

TIPS FOR REVIEWING THE FOLLOWING TABLES:

In the Five-Year Budget by Business Area Table

1. The totals (Base Budget vs. Smoothed Base) show the overall impact of allocating capital cost in the year they are expected vs. allocating as an average over the four out years of the plan. The service and program lines are increasing by a consistent 2.5%
2. The Contingent Line is anticipated projects that will need prior agreement with the impacted partners for the local match before moving forward. They are included so that we can begin discussion about those projects now.

In the Annual Local Funding Assessment Tables

1. These tables are included as an example of how the projections play out at a local partner level.
2. The Contingent Projects in these assessment tables are not included in the total and will only be added to the total after we have reached agreement with that partner to move forward with the project.

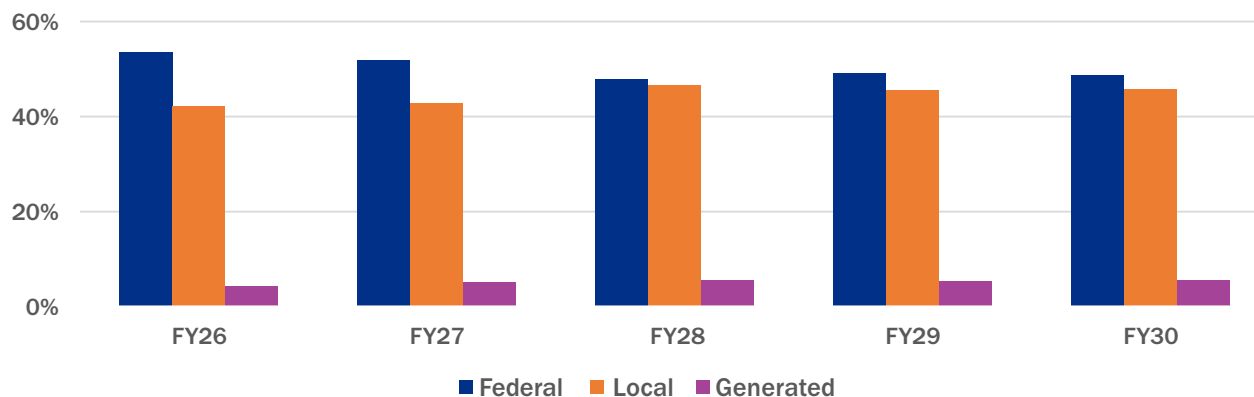


Five-Year Budget by Business Area

Type	FY26	FY27	FY28	FY29	FY30	Total
Service	22,472,638	21,989,099	23,450,601	23,998,466	24,760,028	115,665,827
Capital	6,654,885	4,430,319	2,048,750	3,618,750	3,313,750	20,066,454
<i>Smoothed Capital</i>	6,654,885	3,352,892	3,352,892	3,352,892	3,352,893	20,066,454
Programs	424,051	434,652	445,518	456,656	468,073	2,228,951
Supports	7,130,986	6,664,959	6,825,958	6,990,982	7,160,132	34,074,919
Base Budget	36,682,560	33,519,029	32,770,828	35,064,855	35,701,983	172,036,150
<i>Smoothed Base</i>	36,682,560	32,441,602	34,074,969	34,798,996	35,741,126	172,036,150
Contingent	-	-	4,808,119	3,978,290	1,316,098	10,102,507
Base + Contingent	36,682,560	33,519,029	37,578,947	39,043,145	37,018,081	182,138,657
<i>Smoothed Base + Contingent</i>	36,682,560	32,441,602	38,883,088	38,777,286	37,057,224	182,138,657
% Total	FY26	FY27	FY28	FY29	FY30	Total
Service	61%	66%	72%	68%	69%	67%
Capital	18%	13%	6%	10%	9%	12%
Programs	1%	1%	1%	1%	1%	1%
Supports	19%	20%	21%	20%	20%	20%

Revenue Share

	FY26	FY27	FY28	FY29	FY30	Total
Federal	19,632,956	17,337,964	15,654,383	17,199,665	17,353,899	87,178,866
Local	15,454,340	14,369,799	15,237,432	15,914,358	16,322,500	77,298,430
Generated	1,595,284	1,762,169	1,828,688	1,899,248	1,972,710	9,058,099
Total	36,682,580	33,469,932	32,720,503	35,013,272	35,649,110	173,535,396
% Total	FY26	FY27	FY28	FY29	FY30	Total
Federal	54%	52%	48%	49%	49%	50%
Local	42%	43%	47%	45%	46%	45%
Generated	4%	5%	6%	5%	6%	5%



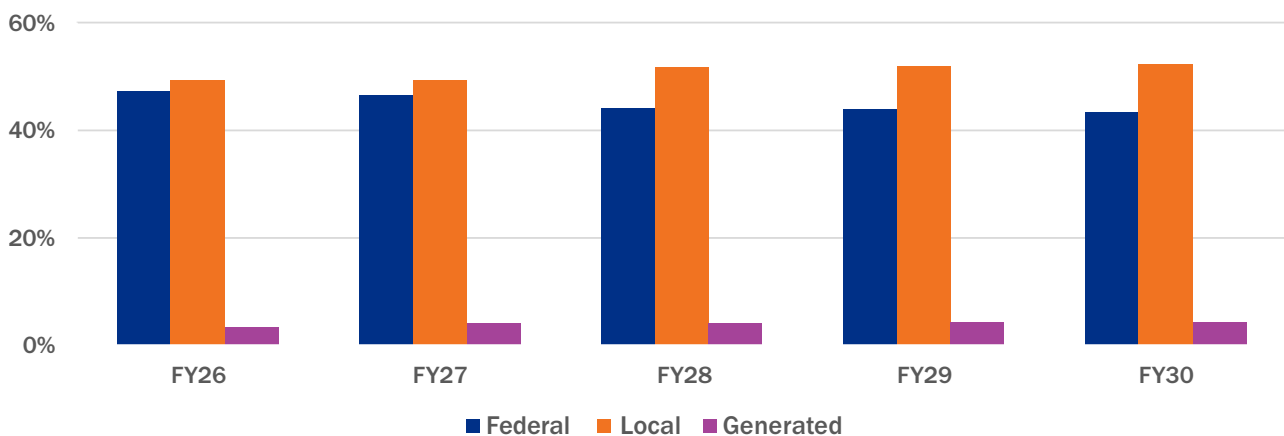
Expenses & Revenues by Area

Service

Expenses	FY26	FY27	FY28	FY29	FY30	Total
Fixed Route	9,824,037	9,524,110	10,689,213	10,933,268	11,383,425	51,821,829
On-Demand	2,056,683	2,108,100	2,160,802	2,214,822	2,270,193	10,810,599
Paratransit	881,435	882,429	904,490	927,102	950,280	4,525,209
Specialized	1,963,364	1,972,199	2,021,504	2,072,042	2,123,843	10,113,685
Maintenance	4,123,528	4,112,301	4,215,108	4,320,486	4,428,498	21,088,393
Administration	3,014,591	2,780,960	2,850,484	2,921,746	2,994,790	14,261,112
Pass-Through	609,000	609,000	609,000	609,000	609,000	3,045,000
Total	22,472,638	21,989,099	23,450,601	23,998,466	24,760,028	115,665,827

Revenues	FY26	FY27	FY28	FY29	FY30	Total
Federal	10,987,439	10,303,557	10,313,541	10,508,621	10,708,577	52,821,734
Local	11,420,121	10,890,764	12,113,493	12,416,820	12,926,622	59,767,820
Generated	784,384	927,249	973,242	1,021,442	1,071,956	4,778,274
Total	23,191,944	22,121,570	23,400,276	23,946,883	24,707,155	117,367,828

	FY26	FY27	FY28	FY29	FY30	Total
Federal	47%	47%	44%	44%	43%	45%
Local	49%	49%	52%	52%	52%	51%
Generated	3%	4%	4%	4%	4%	4%



Annual Local Funding Assessments

Assessment Types

General	Support for regional overhead expenses (administration, planning, communications, etc.)
Service	Support for services and associated paratransit, maintenance, planning and administration.
Capital	Support for capital procurement, design or construction projects.
Special	Support for programs or projects not subject to the cost allocation model, e.g. capital expansion

City of Meridian	General	Service	Capital	Smoothed Capital	Contingent	Special	Smoothed Capital Total	Total
FY2026	86,469	533,901	-	-		259,923	880,293	880,293
FY2027	81,911	547,982	8,044	7,622		259,923	897,438	897,860
FY2028	84,266	562,379	4,736	7,622	10,564	259,923	914,190	911,304
FY2029	86,680	577,145	10,430	7,622	13,829	259,923	931,370	934,178
FY2030	89,154	592,217	7,279	7,623	8,923	259,923	948,916	948,573
Total	428,480	2,813,624	30,489	30,489	33,316	2,299,615	4,572,208	4,572,208

Ada County Highway District	General	Service	Capital	Contingent	Special	Total
FY2026	6,758	-	-		-	6,757
FY2027	6,401	-	-		-	6,401
FY2028	6,585	-	-	130,000	-	6,585
FY2029	6,774	-	-		-	6,774
FY2030	6,967	-	-		-	6,967
Total	33,486	-	-	130,000	-	33,485



TOPIC	Canyon County Vanpool
DATE	December 1, 2025
STAFF MEMBER	Stephen Hunt

Staff Recommendation/Request

Staff will provide an informational update on a potential Vanpool program for Canyon County.

Highlights

In April of 2022, Walker Consultants completed the Regional Vanpool Study which documented the gap in low-cost vanpool services in Canyon County. Commuteride, a publicly owned vanpool provider, offers low-cost services to commuters traveling to, through or from Ada County. This service has worked well for over 50 years however, these services are not available for Canyon County commuters who do not travel to, or through Ada County.

Valley Regional Transit (VRT) has identified an option to bring low-cost vanpool services that compliment Commuteride to Canyon County. This service does not require additional local match and could increase federal funding to our region. VRT plans to issue a Request for Proposal (RFP) for turn-key vanpool operations in Canyon County to fill the current gap in commute services.

Schedule

- April 2022 – Completed Regional Vanpool Study
- December 2025 – Issue RFP for turnkey vanpool services
- January 2026 – Present Authorization for Expenditure (AFE) to board for consideration and award vanpool services to best value offeror
- February 2026 – finalize contracting
- March through April 2026 – Startup
- May 2026 – Launch Canyon County Vanpool

Implication

Providing a lower cost vanpool service in Canyon County that compliments Ada County Highway District's (ACHD) Commuteride will increase commute options for Canyon County residents.



More Information

For detailed information, contact:

Stephen Hunt
Chief Development Officer
shunt@ridevrt.org
(208)258-2701

**Valley Regional Transit
FY2026 Procurement Calendar**

Type of Procurement	Project Manager	Estimated Cost	Estimated Issue Date	Estimated Executive Board/Board Action Date	Required Approval
Van Pool for Canyon County	Stephen Hunt	\$ 500,000.00	Dec-25	Jan-26	Board of Directors
Acquisition of Services Beyond Access	Leslie Pedrosa	\$ 1,500,000.00	Nov-25	Jan-26	Board of Directors
ADA Eligibility Evaluation Services	Jeannette Ezell	\$ 299,000.00	Dec-25	Feb-26	Executive Board
East Lot Development - 23227-024-004	Joseph Guenther	\$ 2,775,000.00	Jan-26	Apr-26	Board of Directors
Non-Emergency Medical Transportation Service Providers - Rides 2 Wellness Transportation	Leslie Pedrosa	\$ 2,500,000.00	Feb-26	Apr-26	Board of Directors
CCDC Downtown Bus Stop - 23227-023-002	Joseph Guenther	\$ 325,000.00	TBD		Board of Directors
Bus Camera Replacement	Brad Alvaro	\$ 220,000.00	TBD		Executive Board

Updated 11-13-25

Department Manager Approval Level: up to \$10,000

Department Director Approval Level: up to \$50,000

Chief Executive Office (CEO) Approval Level: up to \$150,000

Executive Board Approval Levels: \$150,000 - \$300,000

VRT Board of Directors Approval Levels: \$300,000 and over



CEO Activity Report	CEO Activity Report
DATE	December 1, 2025
STAFF MEMBER	Elaine Clegg

Summary

Information only, no action needed.

Highlights

Valley Regional Transit (VRT) is always impacted by the **local elections** which bring changes to the VRT Board and Executive Board. I have been meeting with the newly elected officials to brief them on VRT and services (if any) in their community. I have also asked if they would like to serve on the Board or Executive Board. I hope to have a full slate in time for our January meeting.

I am sad to announce that **Paula Cromie** has announced her intention to retire after the first of the year. This important position serves all of us, as you all know the executive assistant also serves as the Clerk of the Board and I can't tell you how important this position is to my work at VRT. After series of interviews, I have chosen a new executive assistant who accepted the position. You will get to meet her on December 1. Stay tuned to an opportunity to tell Paula goodbye at our January Board meeting.

I am excited to announce that VRT was awarded a **Bus and Bus Facilities federal discretionary grant (BBF)** on November 21 to rebuild an aging compressor on our Compressed Natural Gas (CNG) system and add a slow fill fueling line at our Orchard Street facility. The grant will also allow us to assist the City of Nampa with a new Renewable Natural Gas (RNG) project and add infrastructure in Canyon County for RNG use. This project will ultimately save money in our base budget by reducing fuel costs, staff time and wear and tear on vehicles needed today to fuel our vehicles today. Thank you everyone who supported this grant.

Main Street Station will be fully back in service in mid-December. The chargers have been installed and are being commissioned as I write this. The station will support on-route charging when it fully re-opens. VRT is planning to have a ribbon cutting at our March Executive Board meeting after we refinish the floors and spruce up the paint and the artwork. We will also host an open house in April during the congressional recess so that we can invite and recognize our congressional delegation for their assistance in getting this grant executed in time to complete the construction project this fall and winter. Watch for more details.

We will send out an official save-the-date invite to the Community Transit Association of Idaho's (CTAI) **Transit Day at the Capitol, February 12, 2026, with a** keynote by Scott Bogren, CTAA (Community Transit Association of America) Executive Director. VRT is happy to host the luncheon for this event at the newly re-opened Main Street Station.

VRT continues to work through the process of engaging consultants through the Pacific Northwest Economic Region (PNWER) to provide market and infrastructure assessment of the

Boise Cut-off rail corridor.

Meetings/Presentations/Travel

I had one presentation locally as well as one trip for rail issues this month. Please remember that any costs of rail travel are covered by either Amtrak or other partners. The presentations give me a chance to spread the word about our funding challenges and what we are doing to overcome them and ask for their support in doing so.

Travel

- I attended the **National League of Cities, City Summit** in Salt Lake City in late November to present on a rail roundtable. I met a number of local officials interested in the Corridor identification Program application for a study of a rail connection between Boise and Salt Lake. Congratulations to the City of Caldwell for recognition as a Just Serve Community at the conference.

Presentations

- I presented to the **Cushing Terrell Market Roundtable** the need for transit, funding challenges and the opportunities for joint development and more high capacity design projects if we are successful in developing more stable funding.

Meetings

- I am meeting with various newly elected local officials in our service area.
- I continue to meet with **legislators** to introduce our funding challenges.
- The Treasure Valley Clean Cities Coalition held an educational event to introduce industrial users to the benefits of CNG and RNG, I welcomed everyone and shared VRT's success in using this fuel and hosted a lunch meeting before the event to connect the RNG projects that are part of the new BBF grant we were awarded.
- I met with the CEO of the Utah Transit Authority while in Salt lake to share information get advice on assorted issues.
- I had virtual meetings and communication with our congressional delegation staff as VRT continues to work to fully execute on a number of our grants that have gotten caught up in the new administration review process.
- I met with the Meridian Development Corporation to discuss parking in downtown Meridian.

Media

Media was quiet this month. I expect some interest in the new grant we were awarded, but it was just announced as I write this.

Internal Activities

The Development Department is working hard with both Operations and Finance to complete the draft Transit Development Plan (TDP) and Valley Connect 3.0 update. You will have a



preview at the meeting of the TDP and believe the finished plan will be easier to use and will result in more transparency for our planned expenditures than the previous plan. Valley Connect 3.0 is now undergoing a thorough review. I am excited about the focus of the plan and look forward to the discussion about it in January

Our finance team and IT team are working hard to complete the implementation of our new ERP system and close out the financial statements for the last two years. As you know this project has been significantly delayed. We are confident we are close to the finish line and that the project will ultimately deliver on the efficiencies promised.

We have had a few hang-ups on the contract clauses and the supply chain has delayed our first hardware order to begin our **farebox replacement**. The first phase has been moved to spring.

Finally, the executive management team and I are working hard to update and modernize our policies. This means separating procedures from policy and updating them all into our new brand template. As promised the first of those will be up for review at our January meeting.

For detailed information, contact:

Elaine Clegg, CEO

eclegg@ridevrt.org,

(208) 258-2712





TOPIC	Development Department Monthly Report
DATE	December 1, 2025
STAFF MEMBER	Stephen Hunt

Summary

Development Department activities for the December 2025 report.

Highlights

VRT Strategic Plan: Goal 1 – Demonstrate responsible stewardship of public resources

Performance Based Decision-making

- **FY2026-2030 Transportation Development Plan** – Based on the adopted FY2026 budget, staff continued finalizing the FY2026-2030 Transportation Development Plan which will develop revenue and expense forecasts for planned projects over the next five years. The final TDP will be presented to the VRT Board at their January meeting.

VRT Strategic Plan: Goal 2 – Increase Ridership and Revenue

Planning

- **Bus Stop Improvements** – Staff worked with consultants to finish collecting information about the last batch of bus stops. Staff continued reviewing bus stop inventory information and evaluating the deficiencies to develop a prioritized bus stop investment plan. The initial bus stop investment plan will be completed before the end of the calendar year.
- **Nampa – Caldwell Corridor Transit Oriented Development (TOD) Study** – Staff has been reviewing the draft report from HDR, Inc. and evaluating how best to share the results and engage with the public on this study.
- **Valley Connect 3.0 (VC 3.0)** – VRT staff is finalizing the VC3.0 plan and sharing draft content with stakeholders. VRT staff have been refining key messages and has begun working with executive staff and communications to finalize VC3.0 for adoption in January of 2026.
- **Pacific Northwest Economic Region (PNWER) Regional Infrastructure Accelerator (RIA) Grant** – Staff continued the process of getting a traffic study at Happy Day Transit Center under way to facilitate a joint redevelopment of that site. Staff met with stakeholders in the west downtown neighborhood to evaluate potential of a public investment in parking. Staff also coordinated with PNWER and consultants to finalize the scope of work and get a contractor under contract to evaluate the feasibility of establishing a high-performance freight and passenger rail corridor along the Boise

cut-off and identify improvements along the existing Union Pacific mainline.

Mobility Integration

- **Canyon County Vanpool Pilot** – Staff continued coordination with ACHD Commuteride per the findings of the Regional Vanpool Study and began the procurement process for a private vanpool option in Canyon County.

VRT Strategic Plan: Goal 3 - Build Institutional and Regional Capacity

Regional Capital Enhancements

- **Orchard Facility Master Plan Update** – Staff continues to work with consultants on the Orchard facility master plan update. This review will revisit and refine electrical and other fuel source infrastructure needs.
- **Happy Day Transit Center Upgrades (HDTC)** – Staff coordinated with contractors who have begun replacing aging HVAC units to ensure adequate heating and cooling at HDTC.
- **Main Street Station (MSS)** – Construction at MSS is nearing completion. Operations and contractors have begun testing/commissioning the charging equipment and new electric vehicles. Staff are coordinating the cleaning and repainting of MSS in preparation for re-opening.
- **Nampa Pedestrian Improvements** – Staff continues its coordination with Nampa on a subrecipient contract regarding pedestrian infrastructure improvements to transit stops on 16th Avenue.
- **Bus Stop Improvements** – In coordination with CCDC construction projects shelters and passenger amenities have been installed at Main and Capitol and Main and 3rd. Staff continue to coordinate with the Boise Airport on placement of a bench and shelter. Staff supported the City of Boise neighborhood grant program for bus stop improvements.

Regional Corridor Planning/Corridor Capital Investments

- **State Street Corridor Projects**
 - Staff has engaged with Idaho congressional delegation to push for approval of the 2022 Rebuilding America's Infrastructure with Sustainability and Equity (RAISE) grant Paper Grant Agreement.
 - Staff continued design of intersections at State and 23rd and 27th in coordination with ACHD and other partners.
 - VRT staff has resumed coordination activity to cover the Boise Valley Canal from Saxton to Bogart on State Street until the future of RAISE grant funding is clarified. Staff have been working with Federal partners to ensure progress is as timely as possible.

More Information

For detailed information, contact:

Stephen Hunt, Chief Development Officer, 208.258.2701, shunt@rideVRT.org

Joe Guenther, Capital Projects Manager, 208.258.2705, jguenther@rideVRT.org



Kate Dahl, Principal Planner, 208.258.2715, kdahl@ridevrt.org
Alissa Taysom, Associate Planner, 208.258.2717, ataysom@rideVRT.org
Kyle Street, Programming Planner, 208.258.270, kstreet@rideVRT.org





TOPIC	Operations Department Staff Report
DATE	December 1, 2025
STAFF MEMBER	Leslie Pedrosa

Summary

This report provides a status update of activities related to contracted transportation services, Specialized Transportation services, compliance, customer service support and regional operations.

Regional Highlights

Ada County Charging and Battery Electric Bus Update

Valley Regional Transit (VRT) continues to work with Phoenix Motors, Inc., trying to get four buses back on the road. Three buses are down due to battery issues, and one is down due to delayed replacement parts. There is no update regarding the lack of response from Phoenix to address the maintenance issues that have not been resolved. Following the meeting in September with Phoenix staff, staff will continue working to determine a path forward for needed repairs and parts.

Miscellaneous

- Game Day Bus continues to operate for home games. After five games, over 3,100 attendees rode the bus.
- MV Transportation and VRT continue to meet regularly following start of the new operating contract on September 28. Individual kick off meetings were held with each VRT department as well to ensure MV understands who is responsible for what tasks within VRT.

Service Highlights

Canyon County

- Zero preventable safety events in October
- Intercounty on-time performance 67% for October
- On-demand on-time performance 68% for October
- ACCESS on-time performance 97% for October

Ada County Highlights

- Two preventable safety events in October
- Fixed-route on-time performance 76% for October
- ACCESS on-time performance 96% for October

Beyond Access Service

- Zero preventable safety events in October

- On-time performance 89% for October
- Eight new buses were put into revenue service, making all vehicles used in service accessible

Compliance

- Staff have begun auditing all transit providers' drug and alcohol programs for compliance. Most programs have been compliant in many areas. Those with findings will have a follow up within 45 days of the audit findings being released.

Customer Service

- In October customer service answered 8,811 of 10,014 of all incoming calls. That is 87% of all phone calls that are to schedule or change on demand response ride, fixed-route information or general VRT calls. There were 1,069 abandoned calls. The average call time was 2 minutes and 56 seconds. The average time on hold was 16 seconds.
- Staff are currently short two agents, which is reflected in the increase of abandoned calls.
- October City Go Pay mobile ticket sales totaled \$13,897.85.

More Information

For detailed information, contact:

Leslie Pedrosa
Chief Operating Officer
lpedrosa@ridevrt.org
(208) 258-2713





TOPIC	Finance and Administration Activity Report
DATE	December 1, 2025
STAFF MEMBER	Jason Jedry

Staff Recommendation/Request

This information item provides an update on the finance department.

Highlights

Budget/Finance

- Finance staff continue to work on the final stages of the Oracle ERP system implementation
- Finance and Operations are working together on the final stages of the Oracle EAM system
- Staff are working to close FY2024 and prepare for the annual audit
- Finance staff are working with local jurisdictions to finalize and execute FY2026 Cooperative Agreements.

Grant Management

- Grants and Compliance Administrator is working on the following:
 - FTA grant applications
 - Active grant revisions/amendments
 - FY2026 Projects
 - Federal grant reconciling and reporting

Procurement

- Procurement and Contracts Specialist is working on:
 - On-Call Electrical Services
 - Vanpool Pilot for Canyon County
 - On-Call Professional Services – Planning & A&E
 - Electronic Farebox Mobile Ticketing System

For detailed information, contact:

Jason Jedry
Chief Financial Officer
jjedry@ridevrt.org
208-258-2709



TOPIC	Communications and Engagement Update
DATE	Devenber 1, 2025
STAFF MEMBER	Jason Rose

Summary

This memo provides updates on current and future communications, engagement, and marketing efforts.

Highlights

COMMUNICATIONS

The team continues to make progress on passenger and partner information design and collateral, including updating our How to Ride suite, media kit, language cards, various survey initiatives for new services, supplemental services, and more.

We have kicked off our strategy for fiscal year 2026, including ad buys with Boise State Athletics (which has yielded great passenger information and social media collaboration), the Boise Airport, and various other partners; improve passenger information; prepare for a new “route-reach” engagement initiative, which dovetails from the Let’s Ride campaign; and more! We are also leaning into supplemental service partnerships, which are producing distinct ad sets, co-branding opportunities, and, most importantly, access to good transit.

We are currently auditing our digital platforms in accordance with the Department of Justice’s updates to the ADA, which sets new standards for digital accessibility. We are also in the midst of planning for some larger-scale events, such as the reopening of Main Street Station and the CTAI Transit Day at the Capitol; ongoing supplemental services, such as the upcoming New Year’s Eve service and the Treeline next spring; and other supporting other projects, such as the Valley Connect update.

SOCIAL MEDIA (OCTOBER)

Platform	Total Followers	Posts Published	Total Views	Reach	Post Engagement Rate	Story Engagement Rate

Instagram	1,598	13	36,117 <i>up 920</i>	17,782 <i>Down 2,781</i>	8.82% <i>up 0.88%</i>	10.22% <i>up 5.01%</i>
Facebook	2,450	17	11,760 <i>down 1,902</i>	7,146 <i>Down 1,061</i>	3.57% <i>down 1.11%</i>	
LinkedIn	643	2	865	481	10.31%	
Reddit	N/A	2	3,074	N/A	0.89%	

Comparisons

Platform	Followers in Sept '25	Followers in Oct '24	Post Engagement Rate in Sept '25	Post Engagement Rate in Oct '24	Reach in Sept '25	Reach in Oct '24
Instagram	1,575	1,198	7.94%	11.7% (lower reach)	20,563	3,322
Facebook	2,446	N/A	4.68%	4.44%	8,207	2,749
LinkedIn	634	N/A	27.81%	N/A	786	N/A
Reddit	N/A	N/A	0.79%	N/A	32,200	N/A

In October, engagement across platforms remained strong. Instagram views held steady while post engagement increased by nearly one percent, and story engagement rose by a few percent—showing continued growth in how often our audience interacts with our content. On Facebook, we continued working toward a balance of static posts and videos, as that audience tends to respond more positively to static graphics, while Instagram remains more receptive to video-forward content.

The month's most popular post was our playful take on the "our graphic designer is on



leave” trend, featuring intentionally rough stick-figure illustrations. The enthusiastic response to this post highlights a broader trend: audiences are gravitating toward authenticity, humor, and less-polished moments. While not every piece of content should follow that extreme low-fi style, it’s a helpful reminder that showing a more fun, human side of VRT resonates strongly and is worth continuing to explore.

October Highlights

“Is there a merch store?”

“Um and where might we buy this rockin’ merch?!”

“While I don’t have @rideVRT service in my neighborhood yet, I’m glad I can park and ride!”

COMMUNITY ENGAGEMENT

VRT has been popular! Our efforts this month have included collaboration with school partners, attendance at community events and parades, and the continued delivery of group travel training sessions and bus-info tablings. October's key highlights include:

- 10 events attended
- Over 250 direct engagements with individuals through conversations and outreach
- More than 500 people reached through overall event visibility and presence

Notable events included VRT's presentations by Melody Roper and Stephen Hunt at the Northwest Transit Exchange in Seattle, WA, Boise State's Homecoming Parade, and the Bus Day Ever with BSU's Urban Studies students.

We have continuing coordination with Neighbor's United transportation committee to set up a Train-the-Trainer program to help streamline the education process of learning How to Ride!

BUSINESS ENGAGEMENT

Sales for fiscal year 2026 are off to a good start, billing \$374,286.80 through November 14, 2025 for bus, bench, and bus shelters. Our goal for FY2026 is \$850,000, and, with a healthy start to the year, we feel optimistic about reaching that threshold. Generally, our goal is to start each fiscal year with at least 20% of our goal revenue contracted, and we are well within that amount currently.

This comes on the heels of a great FY2025. We ended the last fiscal year with \$674,201 in revenue, which is enough to fully fund Route 29, or to fully fund routes 4, 10, and 17 combined, or to ensure two routes (such as the 7 or the 9) to have periods of 15-minute service.



On the pass program side, we ended fiscal year 2025 with 35 active contracts and \$246,353 in revenue. We continue into this fiscal year with those contracts in good standing and plans to add more!

More Information

For detailed information, contact:

Jason Rose, Chief Communications Officer/PIO, jrose@ridevrt.org, (208)803-5183

Jason has the pleasure of leading the Communications Team, which is comprised of:

- Rich Marks: Account and Sales Manager
- Kathleen Godfrey: Business Development Manager
- Melody Roper: Marketing and Creative Projects Manager
- Hailee Lenhart-Wees: Community Outreach Manager
- Nick Moore: Communications Specialist I





TOPIC	Information Technology Monthly Report
DATE	December 1, 2025
STAFF MEMBER	Brad Alvaro

Summary

This memo provides an update on the accomplishments of the Information Technology Department and the status of the IT related projects and services.

Projects

- Awarded Electronic Farebox Mobile Ticketing system RFP to Genfare. Working on contract, scope of work (SOW) and phase I requirements.
- Oracle Enterprise Resource Planning (ERP) system: Continued work with FourthSquare for minor production support issues and troubleshooting. Worked with FourthSquare regarding data conversion from our legacy ERP system called Fleetnet.
- Staff continue to support the Oracle Enterprise Asset Management (EAM) system.
- FY2025 October Service Changes. Continue to modify bus stops and routes in General Transit Feed Specification (GTFS) and bus head signs.

Support Services

- UTA (automatic passenger counter) on-site maintenance and new bus programming
- Worked on ITS (Intelligent Transportation Systems) equipment for 11 new buses
- Continue to work with BSU on ITS equipment
- Continue installing ITS equipment for Ada and Canyon County buses
- Install ITS equipment for 8 buses for Beyond Access
- Oktoberfest and Game Day service in SPOT
- Real-time information display monitoring

More Information

For detailed information, contact:

Brad Alvaro, Information Technology Director
balvaro@ridevrt.org, (208) 258-2726