



Selkirks - Pend Oreille Transit Authority
31656 HWY 200, Box 8 Ponderay, ID 83852 (mailing address)
31656 HWY 200, Suite 102 Ponderay, ID 83852 (physical address)
208-263-3774

Public Notice of *Regular Board Meeting*

11:00 am, Thursday, February 20, 2025
SPOT Office, 31656 Hwy 200, Suite 102, Ponderay, ID
Zoom Meeting ID: 812 2523 0356
Passcode: 048119

Agenda

1. Call to Order and Roll Call
2. Public comment period for items not on the agenda (including questions from the press)
3. Approval of Minutes
 - a. Action Item: Approve Minutes of the January 16, 2025, SPOT Board meeting.
4. Financial Reports
 - a. Action Item: Accept Financial Reports for January 2025
 - b. Action Item: Approve Payment of Prepaid Bills and Outstanding Bills
5. Staff Reports
 - a. Ridership
 - b. Operations
6. Committee Reports
 - a. Boundary County Service Development Committee
 - b. Finance Committee
 - c. Safety Advisory Committee
7. Action and Discussion Items:
 - a. Action/Discussion/Consideration Item: 2025-2026 Budget information
 - i. Requests and projections
 - b. Action/Discussion/Item: Advertising on buses
 - c. Consideration/Discussion Item: McGhee Road Bus Shelter
 - b. Action/Discussion Item: Financial considerations
8. Comments from the Chair and Board Members
9. Adjournment

Note: Public information on agenda items is available from the SPOT office at 31656 Highway 200 Suite 102, Ponderay, ID or call (208) 263-3774. Any person needing special accommodation at the above noticed meeting should contact SPOT three days prior to the meeting at (208) 263-3774.

**MEETING MINUTES
SPOT**



**SELKIRK PEND OREILLE TRANSIT
January 16, 2025**

Nancy Lewis CALLED THE MEETING TO ORDER AT 11:02 A.M.

PRESENT: Colleen Culwell, Donna Griffin, Gary Kunzeman, Nancy Lewis, Ron Smith, Zale Palmer.

Absent: Clif Warren, Justin Dick, Wally Cossairt

Public Comment Period: No comments.

MINUTES: Approve minutes of the December 19, 2024 regular meeting as submitted.

**Motion to approve the minutes of the December 19, 2024 regular meeting as submitted. Gary Kunzeman/
Ron Smith. All in favor. Approved**

FINANCIAL REPORTS:

Accept December 2024 financial reports and approve payment of prepaid bills and outstanding bills.

**Motion to accept December 2024 financial reports and to approve payment of prepaid bills and
outstanding bills. Zale Palmer/ Ron Smith. All in favor. Approved**

STAFF REPORTS:

Ridership: Donna Griffin reported that ridership continues to increase. Boundary County had a 34 ride increase just last week. Adding lots of new people. 2024 shows an increase over 2022, with existing services, of over 20,000 rides. Donna will be meeting with the Boundary County Fair Board to discuss providing services at next year's fair. Also talking with 4H. The December Para-Transit ridership numbers reflect not being able to operate every day due to shortage of available running buses. Total ridership in December 2024 was 29,610.

Operations: Donna Griffin reported that the Paseo system is running with a temporary setup. The final installation will occur when the new buses arrive. Having some difficulties with the Schweitzer drivers, paperwork, performing pre-trip inspections, etc. The attorney is working on drafting an advertising policy. Donna is working with Keokee to add a donation button to our website.

COMMITTEE REPORTS:

- A. Boundary County Service Development Committee:** Ron Smith invited the new county commissioner to join the advisory group and possibly become a board member. Debbie Higgins at the extension office is requesting a day of service in June for their students. Also might be providing services at the fair.
- B. Finance Committee:** Zale reported that Colleen has been asked to draft a budget for 2025/2026 without using CARES Funds. Will determine a cost per hour that will be used to determine numbers of operating hours to cut if adequate match funds are not received.
- C. Safety Advisory Committee:** Driver training coming up will cover bus cleaning and inspections.

ACTION & DISCUSSION ITEMS:

A. Action Item: Certificate of Deposit Maturity Date 1/28/25.

- a. **Stop the Automatic Renewal and place funds into SPOT checking.**– The CD is maturing 1/28/25 and the funds are needed in order to pay for new buses arriving end of January.

Motion to stop the automatic renewal on the CD and moves the funds to the checking account after maturity date. Zale Palmer/ Gary Kunzeman. All in favor. Approved.

B. Action Item: Advertising on buses.

Donna is working on an advertising policy and contract with the attorney. Should also consider advertising on the bus shelters and benches.

No action taken.

C. Financial considerations – Planning to hold a budget workshop first part of February. Still working on locating a funding source to install solar lights at the bus stops. City of Ponderay still has not paid their match.

COMMENTS FROM THE CHAIR AND BOARD MEMBERS: None.

Meeting adjourned 11:46 a.m.

Selkirks-Pend Oreille Transit Authority
Summarized Balance Sheet
As of January 31, 2025

ASSETS	Bonner County	Boundary County	Total
Current Assets			
Checking/Savings	237,195.97	39,118.50	276,314.47
Accounts Receivable	135,537.00	558.00	136,095.00
Grant Funds Receivable	260,904.97	8,482.00	269,386.97
Total Other Current Assets	58,018.72	3,390.28	61,409.00
Total Current Assets	691,656.66	51,548.78	743,205.44
Total Fixed Assets	1,460,947.78	72,360.37	1,533,308.15
TOTAL ASSETS	2,152,604.44	123,909.15	2,276,513.59
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities	66,406.82	1,763.54	68,170.36
Equity	2,086,197.62	122,145.61	2,208,343.23
TOTAL LIABILITIES & EQUITY	2,152,604.44	123,909.15	2,276,513.59

02:20 PM
 02/14/25
 Accrual Basis

Selkirks-Pend Oreille Transit Authority
Summary Profit & Loss Budget vs. Actual
January 2025

	Bonner County		Boundary County		Mountain Route		Total	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Total Income	50,017.00	61,281.75	4,413.00	3,534.96	35,899.00	40,803.93	90,329.00	105,620.64
Expenses:								
Administration	15,806.40	16,301.95	682.51	1,100.97	1,373.78	546.49	17,862.69	17,949.41
Operations	43,205.36	42,329.00	4,464.58	3,294.01	32,735.00	35,000.00	80,404.94	80,623.01
Preventative Maintenance	11,416.21	7,470.37	1,436.68	404.49	17,097.05	21,690.31	29,949.94	29,565.17
Total Expenses	70,427.97	66,101.32	6,583.77	4,799.47	51,205.83	57,236.80	128,217.57	128,137.59
Net Ordinary Income	-20,410.97	-4,819.57	-2,170.77	-1,264.51	-15,306.83	-16,432.87	-37,888.57	-22,516.95
Other Income/Expense	835.84	-12,593.66	0.00	0.00	0.00	0.00	835.84	-12,593.66
Net Income	-19,575.13	-17,413.23	-2,170.77	-1,264.51	-15,306.83	-16,432.87	-37,052.73	-35,110.61

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**Selkirks-Pend Oreille Transit Authority
 Summary Profit & Loss Budget vs. Actual
 October 2024-January 2025**

	Bonner County		Boundary County		Mountain Route		Total	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Total Income	446,034.50	848,587.69	32,963.00	35,603.92	192,120.00	173,511.40	671,117.50	1,057,703.01
Expenses:								
Administration	65,935.35	65,934.83	3,269.40	5,925.10	3,584.35	2,196.52	72,789.10	74,056.45
Operations	159,127.69	187,457.91	14,158.13	13,615.00	71,588.76	75,000.00	244,874.58	276,072.91
Preventative Maintenance	49,299.99	29,864.28	2,005.68	2,149.95	64,523.45	43,515.72	115,829.12	75,529.95
Total Expenses	274,363.03	283,257.02	19,433.21	21,690.05	139,696.56	120,712.24	433,492.80	425,659.31
Net Ordinary Income	171,671.47	565,330.67	13,529.79	13,913.87	52,423.44	52,799.16	237,624.70	632,043.70
Other Income/Expense	-42,249.77	-530,758.72	0.00	0.00	0.00	0.00	-42,249.77	-530,758.72
Net Income	129,421.70	34,571.95	13,529.79	13,913.87	52,423.44	52,799.16	195,374.93	101,284.98

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Selkirks-Pend Oreille Transit Authority

Paid Bills Detail

As of January 30, 2025

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
Brown's Northside Machine & Gear, Inc.				
	Bill	01/09/2025	W 50952	158.49
	Bill	01/10/2025	W 50944	210.00
	Bill	01/10/2025	W 50966	451.88
	Bill	01/14/2025	W 50975	544.13
	Bill	01/16/2025	W 50907	2,002.44
	Bill	01/21/2025	W 50991	615.65
	Bill	01/21/2025	W 50969	115.50
	Bill	01/24/2025	W 51018	539.24
	Bill	01/28/2025	S 165316	128.78
	Bill	01/28/2025	W 51027	180.31
Total Brown's Northside Machine & Gear, Inc.				4,946.42
Clyde's Towing, LLC				
	Bill	01/01/2025	tow from 1/4/23	1,506.38
Total Clyde's Towing, LLC				1,506.38
Coleman Oil				
	Bill	01/12/2025	CP-0213170	1,733.38
	Bill	01/19/2025	CP-0214855	1,476.46
	Bill	01/26/2025	CP-0215657	1,629.33
Total Coleman Oil				4,839.17
Dycks Oil & Auto				
	Bill	01/22/2025	62457	38.01
Total Dycks Oil & Auto				38.01
Elite Tire & Suspension				
	Bill	01/14/2025	146347	1,410.15
Total Elite Tire & Suspension				1,410.15
Gription Tire Pros				
	Bill	01/23/2025	69969	1,220.89
Total Gription Tire Pros				1,220.89
III-A Trust				
	Bill	01/20/2025	Feb insurance	2,222.00
Total III-A Trust				2,222.00
Mike White Ford of CDA				
	Bill	01/14/2025	44089	288.77
	Bill	01/15/2025	44039	716.74
	Bill	01/20/2025	44287	55.56
	Bill	01/22/2025	44288	58.87
Total Mike White Ford of CDA				1,119.94
Napa Auto Parts				
	Bill	01/11/2025	215215	80.84
	Bill	01/24/2025	216676	46.68
	Bill	01/24/2025	216672	78.96
	Bill	01/20/2025	216099	94.35
Total Napa Auto Parts				300.83

Selkirks-Pend Oreille Transit Authority
Paid Bills Detail
As of January 30, 2025

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
Pressure Clean Services, Inc.				
	Bill	01/13/2025	18256	80.00
	Bill	01/20/2025	18273	308.00
Total Pressure Clean Services, Inc.				<u>388.00</u>
ZiPLY Fiber - BF				
	Bill	01/13/2025		78.09
Total ZiPLY Fiber - BF				<u>78.09</u>
TOTAL				<u><u>18,069.88</u></u>

Selkirks-Pend Oreille Transit Authority

Paid Bills Detail

As of February 14, 2025

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
Brown's Northside Machine & Gear, Inc.				
	Bill	02/01/2025	W 50945	779.40
	Bill	02/12/2025	W 51044	270.23
	Bill	02/12/2025	W 51054	158.47
Total Brown's Northside Machine & Gear, Inc.				<u>1,208.10</u>
Coleman Oil				
	Bill	01/31/2025	CP-0219171	1,155.22
	Bill	02/02/2025	CP-0221342	320.28
	Bill	02/09/2025	CP-0221864	1,851.41
Total Coleman Oil				<u>3,326.91</u>
Elite Tire & Suspension				
	Bill	01/31/2025	146568	1,410.90
	Bill	02/04/2025	146655	1,550.22
	Bill	02/05/2025	146656	481.00
	Bill	02/10/2025	146728	285.00
	Bill	02/13/2025	146785	1,054.45
Total Elite Tire & Suspension				<u>4,781.57</u>
First Bankcard				
	Bill	01/28/2025		394.10
Total First Bankcard				<u>394.10</u>
Goldenwest Mobility				
	Bill	01/24/2025	26224	418.29
Total Goldenwest Mobility				<u>418.29</u>
KG&T Septic, Inc.				
	Bill	02/03/2025	49774	160.00
Total KG&T Septic, Inc.				<u>160.00</u>
Mike White Ford of CDA				
	Bill	01/31/2025	44390	1,091.95
	Bill	02/03/2025	44518	100.83
	Bill	02/05/2025	44529	64.82
	Bill	02/07/2025	44587	358.52
	Bill	02/12/2025	44684	58.87
Total Mike White Ford of CDA				<u>1,674.99</u>
Mountain Ledgers				
	Bill	01/31/2025	7936	850.00
Total Mountain Ledgers				<u>850.00</u>
Pressure Clean Services, Inc.				
	Bill	01/29/2025	18294	400.00
	Bill	01/31/2025	18299	268.00
Total Pressure Clean Services, Inc.				<u>668.00</u>
State Insurance Fund				
	Bill	02/03/2025	Installment #3	3,233.00
Total State Insurance Fund				<u>3,233.00</u>
TOTAL				<u><u>16,714.96</u></u>
Ziply Fiber	Bill	01/23/25		280.49

Selkirks-Pend Oreille Transit Authority
Unpaid Bills Detail
As of February 14, 2025

Type	Date	Num	Open Balance
AT&T Mobility			
Bill	12/23/2024		382.26
Bill	01/23/2025		316.73
Total AT&T Mobility			698.99
Grizzly Glass Centers			
Bill	01/28/2025	H0169743	2,972.50
Bill	01/31/2025	H0169742	2,972.50
Total Grizzly Glass Centers			5,945.00
Lake City Law Group PLLC			
Bill	01/08/2025	40287	140.00
Bill	01/31/2025	40569	1,020.00
Total Lake City Law Group PLLC			1,160.00
Newport Towing LLC			
Bill	02/06/2025	12349	1,211.63
Total Newport Towing LLC			1,211.63
Northern Lakes Chiropractic Clinic PC			
Bill	01/17/2025	486	175.00
Total Northern Lakes Chiropractic Clinic PC			175.00
Schweitzer Mountain Resort.			
Bill	01/31/2025	January miles	32,735.00
Total Schweitzer Mountain Resort.			32,735.00
SMS Automotive & Marine Inc			
Bill	02/07/2025	3054	258.75
Bill	02/10/2025	3080	569.69
Total SMS Automotive & Marine Inc			828.44
TOTAL			42,754.06



SELKIRKS PEND OREILLE TRA
 Account number ending in 2396
 For billing cycle ending 01/28/2025

New Balance	Minimum Payment	Payment Due
\$394.10	\$35.00	02/25/2025

Your Account Summary

Previous Balance	\$1,159.46
Payments	-\$1,159.46
Other Credits	\$0.00
Purchases	\$394.10
Balance Transfers	\$0.00
Cash Advances	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$394.10
Statement Closing Date	01/28/25
Days in Billing Cycle	29
Total Credit Limit	\$10,000.00
Available Credit	\$9,605.00
Cash Limit	\$2,000.00
Available Cash	\$2,000.00

Your Payment Information

New Balance	\$394.10
Minimum Payment Due	\$35.00
Past Due Amount	\$0.00
Payment Due Date	02/25/2025

Manage your business expenses with convenient online access.

- Make secure online payments
- Access current and historical statements, up to 7 years old
- Monitor monthly expenses

Log in today to explore all the online possibilities!

Issued by First National Bank of Omaha (FNBO®).

Please read entire statement for additional important information about your account.



Account Number XXXX-XXXX-XXXX-2396		
New Balance	Minimum Payment	Payment Due
\$394.10	\$35.00	02/25/2025

Amount Enclosed: \$

Make checks payable to FNBO or pay online at card.fnbo.com.

SELKIRKS PEND OREILLE TRA
 DONNA M GRIFFIN
 31656 HIGHWAY 200
 BOX 8
 PONDERAY, ID 83852-0008

FNBO
 P.O. Box 2818
 Omaha, NE 68103-2818

Change of Address? If yes, please complete the reverse side of the form.

4988656260672396 000000003500 0000000039410

Payment Requirements: Payments must be (1) accompanied by the bottom portion of the first page of this billing statement, (2) received no later than 5:00 p.m. (Central Time) on the Payment Due Date at the location we have specified for receipt of your payment, (3) made only by one check or money order with the account number listed thereon if your payment is made by mail, (4) made in U.S. Dollars, and (5) sent in the enclosed envelope to the P.O. Box specified on the top of the front of this statement. If we accept a payment that does not comply with these requirements, there may be a delay in crediting your account, which may result in additional interest and fees. If your payment is returned unpaid by your bank for insufficient funds, we may re-present your check electronically. If you want to make a single payment on multiple accounts, please contact Commercial Card Customer Service for specific instructions.

Credit Limits: Only the "Cash Limit" portion of your Credit Limit is available for cash advances. "Available Credit" or "Available Cash" refers to the part of your Credit Limit or Cash Limit that was available as of this billing statement's closing date and may not reflect overlimit or credit balance amounts. We may raise or lower your Credit Limit and/or Cash Limit at any time and may restrict the amount that is available for Balance Transfers. After we credit a payment to your account, there may be a delay before it operates to restore your Available Credit or Available Cash. There may be a delay in restoring your Available Credit until we determine a payment is unlikely to be returned for insufficient funds or for some other reason. If an individual Credit Limit has not been established for an account by the Company, its authorized representative or the account owner, the Credit Limit disclosed on statements for any such account may disclose an amount up to the Credit Limit of the Company's account (which may not accurately reflect the actual Credit Limit available for the Company's account).

Errors, Questions and Charges Not Recognized:

- Merchants may bill under different names and/or locations. If possible, verify the dollar amount to a sales receipt.
- When returning merchandise through the mail, always request a returned receipt.
- Be sure to obtain a cancellation number when canceling lodging reservations.
- Regarding problems with goods or services, first attempt to resolve with the merchant.

Liability for Unauthorized Use: If you notice the loss or theft of your credit card or a possible unauthorized use of your card, you should write to us immediately at P.O. Box 3696 Omaha, NE 68103-0696 or the facsimile number 402-602-6098 or call us at 1-800-688-7070. If we issue less than ten cards: (1) You will not be liable for any unauthorized use that occurs after you notify us; (2) You may, however, be liable for unauthorized use that occurs before your notice to us; and (3) In any case, your liability will not exceed \$50. If we issue ten or more cards, the Company, its authorized representative and/or the account owner shall be liable for any and all unauthorized use thereof.

Information Provided to Credit Bureaus: Information about your account is periodically provided to one or more credit bureaus. Late payments, missed payments, or other defaults on your account may be reflected in your credit report. If you think any information regarding you or your account is inaccurate, write to us on a separate sheet at: P.O. Box 3412, Omaha, NE 68103-0412.

SMBUS/ESCOM

To ensure accuracy, please print clearly using uppercase letters and numbers only.
Please do not use red ink, a gel pen or pencil.

Cardholders can change their address and add contact information online.

Change of Address, Phone or Email

Address _____	Home Phone _____
Apt/Bldg # _____	Work Phone _____
City _____	Cell Phone _____
State, ZIP _____	Email Address _____

If you have a Credit Card for business purposes, and are requesting an address change, we may request additional information.



SELKIRKS PEND OREILLE TRA
 Account number ending in 2396
 Transactions for billing cycle ending 01/28/25

CURRENT POINT BALANCE

61,918

You earn 5 points per \$1 spent on qualifying Business Expenses (up to \$25,000 during a period of 12 billing cycles. After \$25,000, earn 1 point per \$1 spent). 2 points per \$1 spent on qualifying Gas and Dining Purchases (up to \$25,000 during a period of 12 billing cycles. After \$25,000, earn 1 point per \$1 spent); and 1 point per \$1 spent on other purchases.

Point activity summary for the period covered by this statement:

299 Regular points earned this month
 480 Business Expense points earned this month
 0 Gas and Dining points earned this month
 0 Bonus points earned this month
 779 Total points earned this month
 0 Points redeemed this month
 61,918 Current point balance

Points that will be expiring on your next statement closing date.....0

Keep using your card to increase your rewards total. The more you purchase, the more rewards you earn!

Review your Reward Terms and Conditions for details including earning, redemption, expiration, or forfeiture.

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Rewards Service Center hours changing as of January 1, 2025

Updated Rewards Service Center hours of operation are Monday to Friday from 8:00 am to 9:00 pm CT and Saturday and Sunday from 8:00 am to 4:30 pm CT. To redeem reward points over the phone, contact 888-801-7987.

For your convenience, you can redeem online 24/7 at card.fnbo.com. Select Redeem Rewards to view your redemption options.

TRANSACTION DETAIL

Transactions

Trans Date	Post Date	Reference Number	Transaction Description	Credits (CR) and Debits
01-01	01-02	24204295001001802449063 2	Google GSUITE_spotbus.org 650-2530000 CA	\$29.72
01-06	01-08	24943015007010206001646	THE HOME DEPOT #1810 PONDERAY ID	\$83.56
01-13	01-13	74418005013027555065620	PAYMENT - THANK YOU	\$1,159.46 CR
01-13	01-14	24011345013000064593636 2	ZOOM.COM 888-799-9666 WWW.ZOOM.US CA	\$15.99
01-15	01-17	24164075016105442092253	STAPLES 00105726 PONDERAY ID	\$79.87
01-16	01-17	24055235016214352444397 7	WALMART.COM 800-925-6278 AR	\$184.96

Fees Charged

Total Fees for this period

\$0.00

Interest Charged

Interest Charge on Purchases \$0.00
 Interest Charge on Cash Advances \$0.00
 Interest Charge on Balance Transfers \$0.00
Total Interest for this Period \$0.00

Charge Summary Your Annual Percentage Rate (APR) is the annual interest rate on your account (v) Variable rate (f) Fixed rate

	Annual Percentage Rate (APR)	Special Offer or Eligible Purchases APR Expiration Date	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	25.24% (v)	NA	\$754.33	29	\$0.00
Cash Advance	30.49% (v)	NA	\$0.00	29	\$0.00

2025 Total Year-to-Date

Total Fees Charged in 2025 \$0.00

Total Interest Charged in 2025 \$0.00

Contact Information

Contact us online
card.fnbo.com

Talk To Us
800-819-4249
We accept calls made through
relay services (dial 711)

Mail Payments To
FNBO
P.O. Box 2818
Omaha, NE 68103-2818



Selkirks - Pend Oreille Transit Authority
31656 HWY 200, Box 8 Ponderay, ID 83852 (mailing address)
31656 HWY 200, Suite 102 Ponderay, ID 83852 (physical address)
208-263-3774

SPOT Agenda Item Summaries

Meeting Date: February 20, 2025

Agenda Item: 7a.

From: Donna Griffin

Topic: 2025-2026 Budget information

Background: 2025/2026 Budget information. The Finance Committee and Board members will have participated in a budgeting workshop by this meeting date. Consider budget information, discuss options, and begin determining projected local contribution requests.

Meeting Date: February 20, 2025

Agenda Item: 7b.

From: Donna Griffin

Topic: Advertising on buses.

Background Update and discussion about advertising on buses. Consider and approve the draft contract, draft policy and specifics such as pricing, placement, and length of time. Our fleet includes the following good candidates: four demand route buses and five fixed route buses. May consider five mountain buses (seasonal).

Meeting Date: February 20, 2025

Agenda Item: 7c.

From: Donna Griffin

Topic: McGhee Road Bus Shelter

Background: Community Resource Envision Center, Executive Director, Katie Begalke would like to place a shelter at the McGhee Road bus stop. She is trying to contact the property owners about their interest. We discussed many other considerations as well. If it proceeds, she will try to obtain the funding as well. If it all falls in place, she would like to advertise on the shelter to highlight CREC and support other businesses within the complex. The primary purpose of the shelter is to provide a shelter for bus riders and increase CREC's visibility from the road.

Meeting Date: February 20, 2025
Agenda Item: 7d.
From: Donna Griffin
Topic: Financial considerations
Background: Discuss financial considerations.

Boundary County SPOT Bus Ridership January 2025

DATE	MON	TUE	WED	Bonner County THURS	w/ Moyie FRI	TOTAL
1/1/2025	0	0	0	4	16	20
1/5/2025	0	19	7	26	21	73
1/12/2025	0	16	9	9	10	44
117- 1/19/2025	0	16	1	0	0	17
217-1/19/2025	0	0	6	11	18	35
1/26/2025	0	14	5	6	9	34
January Total	0	65	28	56	74	223

Bonnerr's Ferry to Sandpoint = 56

Local 65+28+74 = 167

Total 223

DATE	Sunset	Rest	County	Moyie	Tues, Wed, Fri Seniors	Thursday Bonner County Seniors	Wed Food Bank Boxes	Senior Totals
1/1/2025	0	0	4	6	12	4	0	16
1/5/2025	0	0	4	6	39	22	12	61
1/12/2025	0	0	6	6	33	9	11	42
117- 1/19/2025	0	0	2	0	15	0	0	15
217-1/19/2025	0	0	1	6	22	8	11	30
1/26/2025	0	1	10	9	16	6	11	22

January Total	0	1	27	33	137	49	45	186
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SPOT Ridership

2025	Fixed	Para	Bonnors Ferry	Mountain Route	Total
25-Jan	5,087	629	223	23,735	29,674
2024	Fixed	Para	Bonnors Ferry	Mountain Route	Total
24-Jan	6,304	474	153	20,659	27,590
24-Feb	6,378	569	170	20,925	28,042
24-March	5,961	580	232	15,169	21,942
24-April	4,657	667	200	3,807	9,331
24-May	4,454	621	237	0	5,312
24-June	4,014	668	198	0	4,880
24-July	5,851	587	191	338	6,967
24-August	6,548	604	218	560	7,930
24-Sept	4,198	606	191	1,428	6,423
24-Oct	4,216	708	200	0	5,124
24-Nov	3,983	559	153	5,068	9,763
24-Dec	4,580	484	162	24,384	29,610
2024 Total	61,144	7,127	2,305	92,338	162,914
2023	Fixed	Para	Bonnors Ferry	Mountain Route	Total
23-Jan	4672	563	230	22489	27954
23-Feb	4200	509	204	19502	24415
23-March	4835	600	261	19601	25297
23 April	4197	477	152	4612	9438
23 May	4489	548	139	0	5176
23 June	4199	565	190	0	4,954
23 July	5986	489	129	628	7232
23 August	6820	536	216	0	7572
23 September	4231	547	149	2810	7737
23 October	4185	511	152	0	4848
23 November	4079	565	145	1214	6003
23 December	5558	434	137	15,078	21207
2023 TOTAL	57,451	6,344	2,104	85,934	151,833
2022	Fixed	Para	Bonnors Ferry	Mountain Route	Total
22-Jan	3986	365	136	20650	25137
22-Feb	3795	447	187	16777	21206
22-Mar	4399	538	277	12794	18008
22-Apr	3639	482	189	3470	7780
22-May	3752	467	191		4410
22-Jun	3827	588	185		4600
22-Jul	4417	480	202	494	5593
22-Aug	5132	596	217		5945
22-Sep	3888	545	223	2419	7075
22-Oct	4027	509	179		4715
22-Nov	3577	498	195	1815	6085
22-Dec	3776	478	237	21208	25699
2022 TOTAL	48,215	5,993	2,418	79,627	136, 253

**ADVERTISING AGREEMENT
FOR
SELKIRKS-PEND OREILLE TRANSIT AUTHORITY “SPOT” and
NAME OF COMPANY “TBD”**

This Agreement (hereinafter referred to as “Agreement”) is entered into on this 1st day of February 2025, by and between Selkirks-Pend Oreille Transit Authority a joint powers entity under the laws of the state of Idaho (hereinafter “SPOT”) and NAME OF COMPANY (hereinafter referred to as “TBD??”).

BACKGROUND AND INTENT

Whereas, SPOT operates a public transportation system, for the purpose of transporting persons around Bonner County and Boundary County, Idaho.

Whereas SPOT is providing an opportunity for advertising displays designed to reach and inform the public of TBD.

NOW, THEREFORE, in consideration of the foregoing and other valuable considerations, receipt of which is acknowledged, the parties hereto agree as follows:

- 1. PAYMENT AND LOCATIONS FOR ADVERTISING SPACE:** As described within this agreement, Advertiser agrees to submit payment, to SPOT, for advertisement space at the monthly rates specified in Exhibit “A” of this agreement.
- 2. ADVERTISING PERIOD:** It is the intent to maintain space for at least two (2) years.
- 3. PAYMENT SCHEDULE:** TBD shall pay SPOT a monthly amount of \$1,000 (whole back door) or \$500 (half back door). The first payment will be due by the 5th day of the month after the advertising media is installed and the bus is in service. Subsequent payments will be made by the 5th day of each month until the contract expires.
- 4. ADVERTISING MEDIA AND INSTALLATION:** TBD is responsible for the cost and providing graphic “advertising concepts” of their own design to SPOT for approval. Once SPOT/TBD approves the advertising concept, SPOT shall contact a vendor for media production and installation. SPOT will provide reasonable care and maintenance for the media for the duration of the agreement or the life of the media, whichever is shorter.
- 5. TRUTH IN ADVERTISING/INDEMNIFICATION FOR LIABILITY:** TBD is solely responsible for any legal liability arising out of or relating to the

ADVERTISING AGREEMENT

Advertisement, and/or such violations as infringement or misappropriation of any copyright, patent, trade secret, unfair competition, defamation, invasion of privacy or rights of celebrity, violation of any anti-discrimination law or regulation, or any other right of any person or entity.

6. **RENEWAL:** At the end of the contract agreement, SPOT will provide TBD with an opportunity to continue advertising for two-year increments and will allow continuation of the same advertising media if the quality of media has not deteriorated to an unacceptable level.

7. **ENTIRE AGREEMENT:** This Agreement and all exhibits and attachments are the complete and exclusive agreement between the parties with respect to the subject matter hereof, superseding and replacing all prior agreements, communications, and understandings (both written and oral) regarding such subject matter. This Agreement may only be modified, or any rights under it waived, by a written document executed by both parties.

The following Exhibits are attached to the SPOT/TBD Bus Advertising Agreement and by reference the most current copy is made a part hereof.

Exhibit "A": Advertising Fee Schedule

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date of the last of the individuals to sign.

Selkirks-Pend Oreille Transit Authority

Name of Company

Donna Griffin
Executive Director
Selkirks-Pend Oreille Transit Authority

Name of person
Title -
Name of Company

31656 Highway 200 Box 8
Ponderay, ID, 83852

Street address
City, State, zip code

208-263-3774
dgriffin@spotbus.org

Phone number
Email address

Date _____

Date _____

Exhibit "A"
Bus Advertising Fee Schedule

Bus	Cost per Month	Side	Width	Height	Comments
1 bus 6 to 12 hours per day	\$1,000	Whole Back			Whole rear panel (top to bottom)
	\$500	Half Back upper			top half of rear panel (high half)
	\$500	Half Back lower			bottom half of rear panel (low half)

Buses operate up to seven days per week.



Rear View

Exhibit "B" SPECS MAY DIFFER from Maximum Exposure. We will include their specs

Flexible Perforated Vinyl Advertising Media Exterior Mount Product Specifications

Removable Adhesive

Color flexible 8-mil vinyl film with removable acrylic pressure-sensitive adhesive.

APPLICATIONS:	Transit Bus Windows, glass and other transparent surfaces
Makeup:	Color PVC with pressure-sensitive adhesive coating and release liner.
Open Area:	Approximately 30%
Vinyl Thickness:	.008" (.2mm)
Release Liner Thickness:	.007" (.17mm)
Adhesive Thickness:	.001" (.02mm)
Perforation Size:	.060" (1.5mm)
Dimensional Stability:	Good
Minimum Application Temperature:	40° F (4° C)
Service Temperature Range:	0° F to 140° F (-17° C to 60° C)
Expected Lifetime Exterior:	Three years. Adhesion may increase with time.
Water Resistance:	Very good. If exposed to rain, printed image should be laminated.
Humidity Resistance:	Fair
Solvent Resistance:	Good
Storage Stability:	One-year shelf life when stored at 70° F (21° C) and 50% relative humidity.
Printing:	Standard vinyl inks recommended. Print on the white side, not on the release liner.
Installation:	Apply to clean, dry glass surface. Use plain soap and water, rinse and dry glass well. Do not use ammonia or other solvent-based glass cleaners prior to application.
Removal:	Remove by peeling from surface. Remove adhesive residue on older installations, if necessary.

[SPOT letterhead]

Transit Advertising Policy

The Selkirks-Pend Oreille Transit Authority (hereinafter "SPOT") was established in June 2011 through a Joint Powers Agreement between the cities of Dover, Sandpoint, Kootenai and Ponderay in Idaho. SPOT operates a public transportation system serving residents, visitors, and workers traveling throughout Bonner and Boundary Counties. The system was created to provide efficient and responsive public transportation services coordinated in a manner to encourage ease of ridership and quality services.

In furtherance and support of SPOT's overall mission, SPOT, acting in its capacity as a transit service provider, acknowledges the potential to generate additional revenue through commercial advertising and sponsorship opportunities on its transit vehicles and facilities. This policy establishes clear standards and processes for advertising and sponsorship agreements that support SPOT's operational funding while maintaining its integrity, transparency, and commitment to public service. SPOT recognizes that the proper operation of government requires the public to have confidence in the integrity and impartiality of its government. As such, sponsorship and advertising are maintained by SPOT as a non-public forum and regulated by SPOT. SPOT reserves the right to exercise full discretion and editorial control over the placement, content, appearance, and wording of sponsorship affiliations and messages in accordance with the terms of this policy. This policy ensures that all sponsorship and advertising activities align with SPOT's core mission of providing quality public transportation while preserving its professional image. In order to realize the maximum benefit from the sale of advertising space while accomplishing SPOT's main purpose, SPOT will accept advertising on its transit assets only if it complies with this policy.

I. PURPOSE AND INTENT

The purpose and intent of this policy is to create definite, uniform standards for the display of sponsorship, advertising and/or announcements (collectively referred to herein as "advertising") within designated areas on SPOT buses, transit facilities (for example bus stops), and any and all other forums owned, controlled or operated by SPOT. It is SPOT's purpose and intent that any and all forums for advertising under this policy are not public forums for political discourse or expressive activity. These areas are not intended to provide a forum for all types of advertisements but only the limited advertisements accepted under this policy.

All advertising shall be subject to this uniform, viewpoint-neutral policy.

SPOT's intent and purpose is to take into account interests which are of importance to the operation of the transit system. These interests include:

A. Maximize advertising revenues to support transit operations while maintaining SPOT's high quality of public service.

B. Maintain a professional and aesthetically pleasing advertising environment that provides a neutral appearance and preserves SPOT's role as a non-partisan, viewpoint neutral public service provider.

C. Build and maintain transit ridership.

II. SCOPE

This policy applies to commercial advertising and sponsorships from individuals, foundations, corporations, nonprofit organizations, and other entities in designated spaces on SPOT transit vehicles, facilities, and other transit-related property specifically made available for advertising purposes. This policy excludes gifts, grants, and unsolicited donations to SPOT where there is no business relationship or advertising benefit to the donor.

III. ADVERTISING STANDARDS AND RESTRICTIONS

A. Permitted Advertising Content

Commercial and Promotional Advertising: Advertising that promotes or solicits the sale, rental, distribution or availability of goods, services, food, entertainment, events, programs, transactions, donations, products or property for commercial purposes or more generally promotes an entity that engages in such activity.

Government Advertising: Governmental entities may purchase advertising space for messages that advance specific government purposes.

Public Service Announcements: SPOT may make advertising space available for public service announcements by nonprofit organizations, subject to space availability and the standards set forth in this policy.

B. Additional Requirements

Disclaimer: SPOT reserves the right to require an advertisement to include a disclaimer indicating that it is not sponsored by and does not necessarily reflect the views of SPOT.

Sponsor Attribution: Any advertising in which the identity of the sponsor is not readily apparent must include the following phrase to identify the sponsor in clearly visible letters: "Advertisement paid for by [Sponsor's Name]."

C. Prohibited Advertising Content

Advertising is prohibited if it includes any of the following content:

Non-Commercial Speech: Messages that express opinions or positions on matters of public debate about economic, political, religious, or social issues, rather than proposing a commercial transaction. Even under circumstances where a commercial transaction is nominally proposed.

Political Content: Material that promotes, or opposes a political party, any person or group of persons holding federal state or local government office, the election of any candidate or group of candidates for any federal, state or local government office, or initiatives, referendums or other ballot measures.

Public Issue Speech: Material that non-incidentally expresses or advocates or appears to express or advocate, an opinion, position, or viewpoint on a matter of public debate about economic, political, public safety, religious, or social issues.

Religious Content: Material promoting or opposing religious beliefs or organizations.

Adult-Oriented Content: Material that promotes adult entertainment, sexually-oriented products, or contains nudity or other sexual content.

Alcohol, Tobacco and Controlled Substances: Advertising promoting the sale or use of alcohol, tobacco, marijuana, or other controlled substances.

Firearms: Advertising promoting the sale, rental, or use of firearms or weapons.

Discriminatory Content: Material that demeans or disparages individuals or groups based on race, color, religion, national origin, ancestry, gender, age, disability, ethnicity, sexual orientation, or any other classification.

Disparaging Content: Material that is intended to be (or reasonably could be interpreted as being) disparaging, disreputable, or disrespectful to persons, groups, business, or organizations, including advertising that portrays persons, groups, businesses, or organizations as inferior or contemptible.

False or Misleading Content: Advertising that is false, misleading, or deceptive.

Adverse to SPOT: Material that is directly adverse to the commercial or administrative interests of SPOT, or that tends to disparage the quality of service provided by SPOT, or that tends to disparage public transportation in general.

Illegal Activity: Material that promotes any activity or product that is illegal under federal, state, or local law.

Profanity or Violence: Content that contains profanity language or depicts violence or other antisocial behavior, or contains weapons or other images or information that may be deemed inappropriate for transit users.

Safety Interference: Content that interferes with transit safety or safe operation of transit vehicles.

Harmful or Disruptive to Transit System: Any material that is so objectionable under contemporary community standards as to be reasonably foreseeable that it will result in harm to, disruption of or interference with the transportation system.

IV. ADMINISTRATION AND ENFORCEMENT

A. Review Process

All advertisements must be submitted to SPOT's executive director or designated advertising manager for review at least fourteen (14) business days prior to intended display date.

SPOT reserves the right to reject any advertisement that does not comply with this policy.

SPOT may remove any advertisement that is later found to be in violation of these standards.

B. Appeals Process

Rejection of an advertisement may be appealed to SPOT's Board within five (5) business days of rejection notification. The appeal process will be conducted in a timely manner and will provide the potential advertiser with the opportunity to present their case.

C. Rates and Contracts

Advertising rates shall be set by SPOT's Board and reviewed annually.

All advertisers must execute a written contract with SPOT or its authorized advertising contractor.

SPOT reserves the right to revise this policy at any time and will provide written notice to contracted advertisers of any changes.

V. DISCLAIMER OF ENDORSEMENT

SPOT's acceptance of any advertisement does not constitute endorsement of the content or message of the advertisement or of the organization or individual(s) sponsoring the advertisement.