

Minutes

High Valley Transit District

BOARD OF TRUSTEES
THURSDAY, MARCH 25, 2021

Location: Virtual- Zoom Meeting <https://summitcountyut.zoom.us/j/91041274529>

Consistent with provisions of the Utah Open and Public Meetings Act, Utah Code Ann. §52-4-207(4), the Summit County Council Chair has issued written determinations supporting Summit County Council's decision to convene electronic meetings of the Council without a physical anchor location. Due to the health and safety risks related to the ongoing COVID-19 pandemic and considering public health orders limiting in-person gatherings, members of the public should not attend Council meetings in person. However, members of the public are invited and encouraged to view and participate in the Council's electronic meetings as described below.

PRESENT:

Joe Spink, *Vice Chair/Secretary*

Doug Clyde, *Board Member*

Tom Fisher, *County Manager*

Jamie Dansie, *Sr. Transportation Planner*

Abigail Villegas, *Transportation Admin Tech*

Roger Armstrong, *Board Member*

Chris Robinson, *Board Member*

Caroline Rodriguez, *Acting GM*

Chris Putt, *Transportation Planner*

Not PRESENT:

Dave Thomas, *Attorney*

Kim Carson, *Chair*

Meeting called to order at 1:00 PM.

Pledge of Allegiance

Public comment

Acting GM, Caroline Rodriguez began by informing the Board that approximately thirty emails were sent in response to the previous Board meeting. Some were questions and a couple were suggestions regarding the transportation plan on new routes and changes. Rodriguez stated that twenty-five of those residents are from the Silver Springs neighborhood; one half of residents thought the service was permanently terminated.

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The other half was concerned about the switch from the current fixed route to what they understand micro-transit service to be. In addition, three emails were received, giving thanks for taking away the big buses away and three more emails with concerns on the Trailside Loop and how Micro-Transit will work in that area. Rodriguez informed the Board that she will continue to communicate with the public and provide the transparency needed. Rodriguez has responded to most resident's questions and will finish responding throughout the weekend. All residents will be sent an individual reply.

Attendee was promoted to speak by Caroline Rodriguez.

Leslie Masters started by asking the Board if there will be a cross reference from the Summit County website to the new High Valley Transit website, so that people know where to get information? Caroline Rodriguez replied with a yes and stated that the resident will be able to access Micro-Transit from her favored destination and that minors can also use the service.

Caroline Rodriguez will follow up with more information on bike rack size and loading capabilities, as the resident stated that she travels with four bikes when using the transit system.

Additional Comments

Board Member Joe Spink questioned when will the route changes take effect. Cathal O'Gorman, (Via) provided the fixed-route changes plan beginning time, being June 30th, 2021 or July 3rd, 2021. The micro service is planned to be started at an earlier date. The launch date is estimated to be May 17th, up and running by Memorial Day.

The app (the primary booking method) will be up and running during the same time as the micro launch per Via, Cathal O'Gorman.

Paratransit service will require phone booking during the transit transition, but all micro trips will be available through the app.

Board Member Joe Spink brings to attention that Director of Transportation, Caroline Rodriguez, will be educating and communicating with the residents on all transportation changes. Caroline Rodriguez supports those facts by explaining her plan of communicating and supporting the public, some being through social media.

In addition, Caroline Rodriguez will be responding to public comments through emails, calls and informational sessions in community neighborhoods to better support the public's understanding of the change. Lastly, the Director of Transportation informs the Board that the information will also be posted on the Summit County website, and that the www.highvalleytransit.org will also reflect the changes (when the website is up and running, Monday 3/29).

Work Session

Draft Service Plan

Cathal O’Gorman, (Via Strategy Team), explained the service plan and talked about Park City’s Transit’s data and service plan, including upcoming changes that benefit Park City. Compared to the existing 7 Pink, the new proposal will cover more area at every (15 minutes) in both directions, all year round. This is a twice as frequent transit service that will benefit the public with easier fixed routes and balanced trips. Cathal O’Gorman explained all micro zones (orange section) and the possibilities that come with those zones, maximum wait time estimated at 30 minutes. Departures and destinations will include a back- up nearest drop off to a connecting transit vehicle. Other changes suggested, with no change to the Kimball Junction Circulator; add a new route (Bitner Loop) and it be used as a connection (every 15 minutes) to a (6 Lime). Micro is more frequent and will be accessible in that area as well - benefitting the public with shorter and easier connections, one connection being to Park City’s Emergency Hospital. In addition, (11 Black) will have an additional stop in Francis, with parking available. HVT’s future is to change the service to hourly with a goal of providing the public with more transit connections throughout the day.

Microtransit Service

The Microtransit vehicles will be equipped with ski specific racks needed for the riders’ equipment, to provide further assistance to Park City’s public and visitors. The fixed route vehicle will be identically equipped as the micro vehicle. The ADA complementary paratransit service will be curb-to-curb and will allow to pre-schedule trips and more, all through your mobile Via phone app.

Board member Chris Robinson questioned the pick-up point, ETA/connection, and possibility of it not falling into place. The vehicle will wait 1-2 minutes for the rider, per Cathal O’Gorman. In addition, the (in Via app) proposal will alert the rider of the vehicle’s ETA, while also providing the rider with a visual map of their micro ride allowing the rider to better prepare for pickup. The transportation performance will also be monitored by the Via Team and be adjusted accordingly to meet the road speed estimates, which will better the service and ride time.

Via’s proposal was compared to previous proposal versions.

The service proposal has been changed by adding a route stop at Park City Hospital, adding the Bitner Loop routing, and adding a gated community transportation zone. *Adding hourly services to Kamas and Francis were determined not feasible. *

Board Member Roger Armstrong questioned the routes and stops on the map line and where those stops will be located. The Transportation team will discuss route and stop changes and to also determine what stops need to be removed and what stops need to be constructed. No stops will be physically removed. Via The Lime route stops will be reconstructed to provide a faster transit service and a goal of providing a reasonably quick trip for the rider.

Board Member Armstrong and Cathal O’Gorman exchanged thoughts on the positive changes the new transit system will bring from point A to point B.

Cathal O’Gorman added that with this new transition, the rider will not have to figure out their best route and explained that the mobile app will provide the rider a clear time frame and map visual of where that rideshare will be located, availability, and better connection based on their destination.

Discussion on Park City Transit’s network to be included in the mobile app.

Board Member Joe Spink asked whether Park City Transit’s routes will be available in the mobile app. We are in the process in adding PC Transit on the mobile app and stated that the API that Park City uses is being looked at now with a goal to have PC Transit also in the app along with all the added features shortly after launch.

Chris Robinson asked if shared bus stops will need to coordinate with other transit systems and if there will be any issues along the way. Cathal explained that bus congestion is manageable and will not be a set-back to the new transit system.

Discussion on approach to HVT mission and vision

Board Member Joe Spink began by presenting the intention to talk about what the process looks like to establish the District’s vision and long- term mission.

Director of Transportation, Caroline Rodriguez stated that Chair, Kim Carson, has a few suggestions/thoughts to share with the Board but will have to wait until she is present. In addition, a proposal to use a facilitator was considered and agreed to by Joe Spink, Christopher Robinson, and the Board. Christopher Robinson suggested using a facilitator who is experienced in transportation, along with collecting half a dozen of vision and mission statements from other entities. **Work session has been moved to next meeting’s agenda as it is important that Chair, Kim Carson is present.**

Board Action

Discussion on possible execution, Certification and Assurances for the High Valley Transit

Compliance was discussed between Board Member, Roger Armstrong and Director of Transportation, Caroline Rodriguez with the intention of aligning all requirements and compliance. Rodriguez explained that UDOT is responsible for FTA compliance and adjustments moving forward, along with the County’s grant compliance. The ADA Paratransit Plan is the next step necessary to come into compliance. A year-round Compliance Inspection Schedule will also be put in place.

Board Member Roger Armstrong made a motion to accept the item of discussion and approve the attached certifications with an understanding that the contract cannot be changed. Board Member, Christopher Robinson seconded with all voting in favor, 4-0. Chair Kim Carson was not present.

Discussion and Possible Approval of TaaS Service Order.

Board Member Joe Spink mentioned the absence of insurance language and suggested that Summit County Council, Dave Thomas to be present during these discussions to better assist on understanding how independent vehicles work.

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Board Member, Roger Armstrong questioned how independent and contracted drivers work; Rachel Birnbaum (Expansion Team, Via) explained that there will be a dedicated fleet of vehicles that the driver will be renting at an hourly rate. Via Transportation will only be onboarding eligible drivers and the driver's performance will be carefully monitored. The driver will be provided with proper training to meet expectations. A third-party background check, and other checks will be required, along with a valid driver's license and valid personal vehicle insurance. Drivers are paid hourly and have a flexible schedule. The branded vehicle will be equipped with security cameras and the driver will be only using the vehicle for transit services and not on their free time.

Contract terms and termination was opened for discussion by Board Member, Roger Armstrong. References and terms on termination and cancellation were not in hand by (Via) representative. This will be discussed at next Board meeting. Board Member Joe Spink suggested that the service parameters and limitation of liability be discussed on next Board meeting and that all Board members be given a week to review the service contract for better understanding.

Board minutes dated March 4th and March 11th, 2021

Board Member Joe Spink made a motion to approve the meeting minutes dated March 4th and March 11th, 2021. Board Member Christopher Robinson seconded with all voting in favor, 4-0. Chair Kim Carson was not present.

Board comments

- Board Member Roger Armstrong voiced his excitement on how the new transit system is structured and how it will get implemented; especially the idea of moving away from large buses and implementing smaller vehicles, more accessible routes, and connections that will be suitable to the public. He echoed the importance of compliance, liability, and responsibility that the transit driver should be held accountable for and is in agreement with a walkthrough from a (Via) representative on all transit services, information, and service metrics so that every member is fully informed.
- Board Member Christopher Robinson asked for further discussion on ex officio members. Caroline Rodriguez will follow up on these next steps.

Staff Comments:

- Caroline Rodriguez informed the Board that the Transportation Dept. will be bringing up marketing collateral and vehicle mock-ups for the Board to review during the next meeting.

Meeting Adjourned at 2:35PM.

A handwritten signature in black ink, appearing to read "Kim Carson", is written over a horizontal line.

Kim Carson, *Chair*

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