

1885 W. Ute Blvd.
Park City, UT 84098
WWW.HIGHVALLEYTRANSIT.ORG



Minutes

High Valley Transit District

BOARD OF TRUSTEES
THURSDAY, MAY 27, 2021

Location: Virtual- Zoom Meeting-
<https://summitcounty.box.com/s/zrwqn8k220wmgbjwr7n7456amm0fxatf>

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:

Kim Carson , <i>Chair</i>	Dave Thomas , <i>Attorney</i>
Joe Spink , <i>Vice Chair/Secretary</i>	Roger Armstrong , <i>Board Member</i>
Doug Clyde , <i>Board Member</i>	Tom Fisher , <i>County Manager</i>
Caroline Rodriguez , <i>Acting GM</i>	Jamie Dansie , <i>Sr. Transportation Planner</i>
Isabel Hanewicz , <i>Business Analyst</i>	Chris Putt , <i>Transportation Planner</i>
Abigail Villegas , <i>Transportation Admin Tech</i>	

ABSENT:

Chris Robinson, *Board Member*

Guest:

Kate Welsh, *Via*
Claudette Gomez, *Via*

Meeting called to order at 1:00 PM.

Executive Session

Board member Armstrong made a motion to convene in an executive session to discuss personnel. Board member Clyde seconded, all voted in favor 3-0.

Pledge of Allegiance

Moment of Silence

Work Session

Operational update.

HVT Business Analyst, Isabel Hanewicz, introduced an overview of all the newly added informational pages and photos on the High Valley Transit website and shared a sample grid data that will reflect the current total boardings, reliability and other transportation metrics for the public to access.

Acting GM, Caroline Rodriguez, went over a power point that informed of current micro system data analysis, projects in action and upcoming launches. In addition, Rodriguez explained the most common pickup/dropoff points that are requested in the micro service area.

Rodriguez went over the paratransit service WAV vehicles update, a social media campaign for early adopters, marketing, and PR next steps.

Review ADA Complementary Service Plan.

Acting GM Rodriguez reviewed the draft Valley Ride Paratransit Plan.

Rodriguez and the Board members discussed requirements on permit for paratransit operator assistance and safety requirements such as mobility devices to be secured when riding in transit vehicles.

Discuss strategy for completing other required plans.

Rodriguez discussed opportunity on assigning a transportation planning firm to assist with administrative needs.

Advertising and Ride with Pride!

Sr. Transportation Planner Dansie explained the overview of future and existing revenue opportunities for the transit district and advertisement options for HVT buses and pricing.

Rodriguez introduced customized Ride with Pride magnets for all HVT micro vehicles with the idea of supporting Pride month and Pride week in Park City, all Board members support and were on board with the participation.

Insurance

Dansie and the Board members discussed HVT insurance coverage, proposals, and annual premiums that competitive quotes that cover general liability and workers compensation. Approval to move forward was given by Vice Chair Spink.

Board Action

Meeting Minutes April 22, 2021 and May 13, 2021.

Chair Carson made a motion to adopt meeting minutes for 4/22/2021. Board member Clyde seconded and all voted in favor, 4-0.

Chair Carson made a motion to adopt meeting minutes for 5/13/2021. Board member Clyde seconded and all voted in favor, 4-0.

Discussion and possible approval of Addendum No. 1 to the Taas Service Order granting River North limited license to operate vehicles owned by High Valley Transit

Rodriguez, Board members, and Via representatives discussed limited license, bus inspection records, potential defects, and maintenance costs to better identify defects/fixes that need to be made for serviceable conditions and road worthy matters.

Board member Clyde moved to approve the agreement subject to the amendments discussed and authorization for Chair, Carson to finalize and sign. Board member Armstrong seconded, and all approved in favor, 4-0.

Discussion and possible approval of Addendum No. 2 to the TaaS Service Order for ADA Complementary Paratransit Service.

Rodriguez, Board members, and County attorney Thomas discuss item which falls within the existing budget and establishes service parameters around ADA complementary paratransit service. Within the service order, booking and scheduling of services were discussed and clarified to better serve the rider along with security and communication and the importance of rider commitment. Furthermore, the importance of eligible drivers and confidentiality were discussed and agreed by all parties.

Board member, Armstrong made a motion to approve the subjects to amendments made by the Board and authorization given to Chair, Carson for finalization and signature for Addendum No.2 to the TaaS Service Order for ADA Complementary Paratransit Service. Chair Carson seconded, and all voted in favor, 4-0.

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Discussion and possible approval of the S.R. 224 Transit Lane Operation Agreement between High Valley Transit and the Utah Department of Transportation (UDOT).

Rodriguez and the Board members discussed an agreement between HVT and UDOT for shoulder running in the northbound direction of 224 during peak periods, permission for southbound direction, plowing concerns and safety hazards.

The agreement will be presented again in a future Board meeting for approval.

Board comments

Forwarded comment by Kim Carson, included information regarding coffee with council scheduled for 6/1/2021 at 9AM. Board member Armstrong volunteered to attend this event.

Staff comments

Rodriguez informed the Board of the New Flyer electric bus that will arrive to town for demo on June 14, 2021. Rodriguez also thanked the UTA staff for their dedication and help during the UTA tour and added that the Mission & Vision statement project that will be presented on next Board meeting, 6/10/2021.

Meeting adjourned at 3:50PM

A handwritten signature in black ink that reads "Kim Carson". The signature is written in a cursive style and is positioned above a horizontal line.

Kim Carson, *Chair*