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**WWW.HIGHVALLEYTRANSIT.ORG**



## Minutes

High Valley Transit District

### BOARD OF TRUSTEES

THURSDAY, JUNE 10, 2021

Location: Virtual- Zoom Meeting-

<https://summitcounty.box.com/s/r34p4tew98h4ugopvqa12mgkyhbi6u6x>

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**, *Chair*

**Joe Spink**, *Vice Chair/Secretary*

**Doug Clyde**, *Board Member*

**Chris Robinson**, *Board Member*

**Caroline Rodriguez**, *Acting GM*

**Isabel Hanewicz**, *Business Analyst*

**Dave Thomas**, *Attorney*

**Roger Armstrong**, *Board Member*

**Tom Fisher**, *County Manager*

**Jamie Dansie**, *Sr. Transportation Planner*

**Abigail Villegas**, *Transportation Admin Tech*

### ABSENT:

**Chris Putt**, *Transportation Planner*

### GUESTS:

**Julianna Christie**, *Crafted Leadership*

### Executive Session

Chair Carson made a motion to convene in an executive session to discuss personnel. Board member Robinson moved and Board member Clyde seconded. All voted in favor 4-0.

### Pledge of Allegiance

### Public Comment

Acting GM, Caroline Rodriguez shared emailed public comment requesting more info on HVT services in the Canyons area properties.

### Work Session

#### Vision and Mission, Session 1 – Crafted Leadership

Jules with Crafted Leadership LLC presented phase one of the Mission and Vision assignment for developing a strategic plan for a Mission & Vision statement for High Valley Transit District and introduced a V&M assignment that will be discussed on next Board meeting.

### Operational Update.

Acting GM Rodriguez shared HVT data reporting of popular drop-off/pickup locations, went over strategic HVT micro parking and option to track the performance of the transit system which is now live on the HVT website for the public to view.

An overview on all three modal transit services was provided, along with HVT permanent facility next steps, and scheduled New Flyer electric vehicles demo update. In addition, Rodriguez went over current micro stats, micro email/support operations, change management strategies, perm stop design concept, and upgrades/integrations in app trip planning are that are currently in a testing phase.

Lastly, the HVT team will investigate and provide additional data on specific drop off major connections/destinations, single rider data percentage, and in mobile app transit services integrations per Board request.

### Board Action

#### Resolution No. 2021-01 a Resolution of the High Valley Transit District Adopting an Electronic Meetings Policy.

Board member Robinson moved to adopt Resolution No. 2021-01 a Resolution of the High Valley Transit District Adopting an Electronic Meetings Policy. Vice Chair Spink Seconded and all voted in favor 4-0.

#### Discussion and possible approval of Amendment No. 1 to the Taas Service Order Fixed Route updating budget.

Acting GM Rodriguez and the Board discussed monthly/annual costs, route updates/frequencies and bus replacement updates.

Board member Armstrong moved to approve Amendment No.1 to the TaaS Service Order Fixed Route updating budget w/ amendments proposed by the Board. Board member Robinson seconded the motion, all voted in favor 4-0.

Discussion and possible approval of Addendum No. 2 to the TaaS Service Order Microtransit establishing paratransit policies.

Acting GM Rodriguez, Board members, and the Deputy County Attorney reviewed the TaaS service order/service design, service parameters, obligations and performance standards that covers the ADA Complementary Paratransit Service.

Board member Robinson moved to authorize Chair Carson to execute the amendments of Addendum No. 2 TaaS Service Order Paratransit with legal formatted to be prepared by Legal Counsel establishing paratransit policies. Vice Chair Spink seconded, all voted in favor 4-0.

Board Comments

- Board Member Robinson thanked the HVT team for the great job the team is doing and shared his appreciation in the project/service.
- Vice Chair/ Secretary Spink expressed his gratitude to the HVT team and shared thankful comments from the community members.
- Chair Carson gave thanks to the PC staff and a special shoutout to Vinny, Barry and Franklin for their support.

Staff Comments

- Acting GM Rodriguez reported about a steering committee meeting and the excitement that it brought and reminded the Board about the HVT virtual launch event that will launch on June 24, 2021, and those broad invites will be going out very shortly.

Meeting Adjourned at 3:30p.m.

Kim Carson, *Chair*

