



## MEETING AGENDA

### **Park City and Summit County Joint Transit Advisory Board**

**MEETING DATE:** April 16, 2019  
**TIME:** 9:00 am - 10:30 am  
**LOCATION:** Park City Library  
1255 Park Avenue, Park City, UT, 84060

#### **Meeting Agenda**

1. Public Comment /Customer Feedback

To allow time for others, please limit your comments to no more than five minutes per person. Comments made cannot be acted upon or discussed at this meeting, but may be placed on a future agenda for consideration.

2. Discussion Items

- a. Roll call
- b. Review and Acceptance of February 26, 2019 Meeting Minutes
- c. February/March Ridership reports – including Ecker Hill detail
- d. TSP updates (*More information to be provided during meeting*)
- e. Spring/Summer 2019 Service Planning Changes
- f. 2018 & 2019 'Low No' Grants (*More information to be provided during meeting*)
- g. Planning Processes: Statewide Transportation Improvement Program (STIP), formula grants calendar, timelines, Update to Short-Range Transit Development Plan (SRTDP).
- h. Heber RFP update

3. Next Meeting

For those individuals with a disability who require a modification or accommodation in order to participate in the public meeting, please contact Alfred Knotts at (435) 615-5360 or [alfred.knotts@parkcity.org](mailto:alfred.knotts@parkcity.org) or Caroline Rodriguez at 435.336.3113 or [crodriguez@summitcounty.org](mailto:crodriguez@summitcounty.org)

#### **Utah Open Meeting Law Compliance**

Notice of this meeting has been given no less than 24 hours public notice of this meeting.

## JOINT TRANSIT ADVISORY BOARD (JTAB)

### MEETING MINUTES

February 26, 2019

#### ADVISORY BOARD MEMBERS IN ATTENDANCE

##### Park City Municipal Corporation:

Andy Beerman  
Jerry Benson  
Scott Burningham  
Kenzie Coulson  
Holly Erickson  
Diane Foster  
Tim Henney  
Kory Kersavage  
Alfred Knotts  
Barbara Murdock  
Robbie Smoot  
Alexis Verson

##### Summit County:

Kim Carson – Phone in  
Doug Clyde  
Caroline Rodriguez

##### Absent:

Tom Fisher – Summit County

##### Others in Attendance:

Steve Joyce – Citizen  
Bev Harrison – Citizen

#### 1. PUBLIC COMMENT

No Public Comments Made

#### 2. DISCUSSION ITEMS

- a. **Roll Call** – Upon confirmation that quorum was reached, the meeting called to order by Mr. Knotts at 10:33 am. Meeting audio recording started. All in attendance individually stated their name and role within their respective organization.
- b. **Review and Acceptance of January 10, 2019 Meeting Minutes** – Discussion of one correction (typo), ‘Mountainlands & DV’. APPROVED. Attached at end of document.
- c. **Monthly ridership Report Review and Customer Feedback Discussion**
  - I. Through data prepared by Mr. Smoot, Mr. Knotts stated ridership increased by double-digits, although contracted Sundance transit services. Namely due to the Lime, Pink and simplified transfers to White lines.
    1. Ms. Rodriguez requested additional data: cost per rider and rider per mile route-by-route. Mr. Smoot acknowledged request. Mayor Beerman added that this would help with efficiency and decision-making.
    2. What are CVMA ridership #'s? Ms. Rodriguez mentioned that people use other existing transit services to connect to other routes/services.
    3. **ACTION ITEM(S)**: Additional data reports
  - II. Customer Feedback Discussion
    1. You never know about problems until you know about them, stated Mr. Knotts, prioritizing list with safety details of snow removal and safety.
    2. Homestake shuttle through different survey, said Mr. Smoot.

3. Ms. Coulson specified that there were 75 complaints in 200 days, or approx. Councilman Henney canvassed how complaints are classified, and how often are there things no one can change?
  - a. Mr. Knotts added that in many cases, more buses can be deployed. Councilman Henney refuted it is not helpful to add more buses to already full roads. Yet, how often roads are gridlocked, and can something be done – important to Council.
  - b. Ms. Rodriguez appealed for a categorization of resolution(s) made within data, i.e. gridlock versus operator-decision making.
  - c. Ms. Foster defined ‘gridlock’ as a traffic jam affecting entire intersection and streets.
  - d. **ACTION ITEM(S):** Identify opportunities through causality within rider feedback.

**d. Spring Onboard Surveys Update**

- I. Ms. Verson recapped surveys to be conducted onboard transit routes, March 2019 through RFP hired contract, Nelson Nygaard (with AJM & Associates). Standard practice in transit community plan, tied into LRTP. Week/end, various times of day and routes surveying to analyze transit demand and future route planning.
  1. Mr. Knotts established that various ridership patterns and end points/origins/destination would be identified; non-use markets/demographics would be captured and it was intended for gap to be analyzed.
  2. Councilman Henney questioned how to identify high-level groups and then smaller subgroups.
  3. Councilman Clyde mentioned J1s. Councilwoman Carson inquired if HOA’s could be additionally surveyed.
  4. Mayor Beerman asked, “What [is Transit] competing with or against?”
  5. Mr. Knotts wrapped up discussion with, “If you didn’t take a car/bus – how would you have gotten there otherwise?”
  6. **ACTION ITEM(S):** Post survey.

**e. Acceptance of 2019 JTAB Calendar and JTAB Rules of Procedure**

- I. JTAB 2019 Calendar Approved.
  1. Ms. Erickson to post online prior to meeting, adhering to Public Meeting standards.
  2. Minutes to be recorded for each meeting per Ms. Erickson.
- II. Discussion of meeting parameters, prioritization and best practices:
  1. Ms. Coulson inquired the process for requesting agenda items.
    - a. Meeting request deadline on calendar, per Mr. Knotts.
    - b. Mayor Beerman, next meeting a policy to be finalized.
  2. Ms. Foster queried how to handle meeting exceeding 90 minutes.
  3. **ACTION ITEM(S):** Meeting agenda item process. Other meeting organization procedures as needed.

f. **Spring/Summer 2019 Service Planning Review**

- I. Ms. Coulson presented transit service planning process and changes for spring and summer services. There will be a planned 15 minute combined frequency from Ecker Hill Park-n-Ride inbound.
  1. Ms. Rodriguez thanked City for thought and analysis; good consideration of riders.
  2. Ms. Coulson pointed out that there was beginning to be less resistance to transferring.
- II. Discussion of buses going through resort center (Park City Mountain) and what is stated within lease/development agreement.
  1. Councilman Henney requested process be reviewed for all future agreements.
  2. **ACTION ITEM(S):** Ms. Foster to work with Mark Harrington and Alfred Knotts of timeline, then to write Memo pertaining to land use.
- III. Ecker Hill park-n-ride dialogue. Considerations given upon Councilman Henney asking, "Are we doing what we said we would do?"
  1. Ms. Coulson questioned, "An express to where?" when asked about future express service from junction. Mr. Knotts added that education and information was important for rider satisfaction.
  2. It was noted by Ms. Coulson that 'Powderwood' loves the connectable inbound service; and the Pink to Canyons/Lime to Park City Mountain are very popular with employees/resort visitors.
  3. Ms. Rodriguez expressed high regard for Kenzie's staff, doing a great job with analysis, and there are unique issues associated with these routes. Mr. Knotts stated that Park City Transit team would continue to look into operational characteristics and demands.
  4. Ms. Rodriguez communicated that there no modifications to overall cost by County.
- IV. Interlocal Agreement – mutually agreed by City and County representatives as a lingering issue. Both parties beginning to discuss internally.
  1. **ACTION ITEM(S):** Determine short and long term action plan, e.g. addendum, new agreement?
  2. **ACTION ITEM(S):** Redlines by County staff to City, with a bullet point summary.

\*Mayor Beerman left meeting at 11:50 am.
- V. A brief announcement was given by Ms. Coulson regarding the suspension of 'Kamas-Kimball Connection' (*only*) due to extremely low ridership. Riders would be communicated to accordingly.
  1. Councilman Clyde confirmed that Dial-A-Ride service still existed to hospital area (Quinns Junction).
  2. Ms. Coulson recognized a need to identify route potential throughout area. Peace House, Richardson Flats/PC Heights and Bonanza Arts District are impending realities.

**g. Heber/Midway Transit Demand Study**

- I. Ms. Verson summarized that a study was completed, and a test route/pilot is intended to begin July/August 2019.
- II. Ms. Foster recapped the process achieving the above. MAG lead the effort; requesting funding from Heber/Midway. Per Mr. Knotts, funding sources Wasatch County not involved. This has been a community driven process – not from Park City Municipal or Summit County.
- III. Councilman Clyde praised Kamas for their planning efforts; promoting a need to identify long term community transit goals. Councilman Henney emphasized a ‘Transit First Policy’, and a commitment to align Interlocal agencies.
- IV. Ms. Carson mentioned that the comprehensive priorities were discussed at the recent Summit County retreat, and that they were working on the fine print.
- V. **ACTION ITEM(S):** City/County staff level transportation meeting – to be scheduled by Annette Singleton (Summit County).

**h. \*Additional discussion.** Ms. Rodriguez succinctly voiced that the most recent ‘Build Grant’ was not awarded. No negative feedback was received, and Park City Lobbyists encouraged to reapplication. Questioned pros/cons of staff time and resources, and need for a cost benefit analysis.

- I. **ACTION ITEM(S):** Internal staff discussions regarding reapplication of future ‘Build Grant’.

**3. ADJORNMENT**

The meeting was adjourned at 12:02 pm

Respectfully submitted:

Holly Erickson – Park City, Transit Department, JTAB Recorder



## MEMORANDUM

Date: April 16, 2019  
To: Park City Transit Joint Transit Advisory Board  
From: Park City and Summit County Staff  
Subject: February & March 2019 Monthly Ridership Reports

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### **Background:**

Park City Transit (PCT) reports monthly ridership compared to the same month of the previous year as attachment A. A categorized breakdown of rider feedback for February and March, and the breakdown of all feedback since July, 2018 are attached as attachment B. Ecker Hill Park-and-Ride utilization from its inception is provided as attachment C.

### **Discussion:**

Transit ridership has continued to show strong growth. A portion of the increase in February can be contributed to the Sundance Film Festival and the FIS World Championships (26% increase, Feb 1 – 10) as those events did not impact February last year. However, the trend in growth was mostly maintained throughout the month. March saw similar trends in growth. Below is an overview of the monthly growth through winter.

Month	% Increase
December	17.1%
January	13.3%
February	24.4%
March	19%

February and March feedback was vastly different. February driver complaints and late buses was the theme, totaling over 68%. This correlates with the numerous new and seasonal drivers on route coupled with special events and weather events. Over a third of March complaints were App/Equipment related (38%). Nearly all of these complaints were related to an app update pushed by the developer.

Utilization of the Ecker Hill Park-and-Ride is being provided per special request. This stop was well utilized during Sundance. It also appears that there has been an increase in public knowledge that the park-and-ride exists: the seven weeks leading up to Sundance average weekly boards was 660. In the seven weeks following the festival weekly boarding averaged nearly 800.

### **Consistency with Adopted Plan:**

All operations are consistent with the adopted 2016 Short Range Transit Development Plan. All goals, policies, and objectives are consistent with the Snyderville Basin General Plan and Park City General Plan.

### **Fiscal Analysis:**

Staff time required for this effort is captured in the City's and County's respective work programs.

### **Additional Information:**

If you have any questions or comments regarding this item, please contact Alfred Knotts at [alfred.knotts@parkcity.org](mailto:alfred.knotts@parkcity.org) or Caroline Rodriguez at [crodriguez@summitcounty.org](mailto:crodriguez@summitcounty.org).

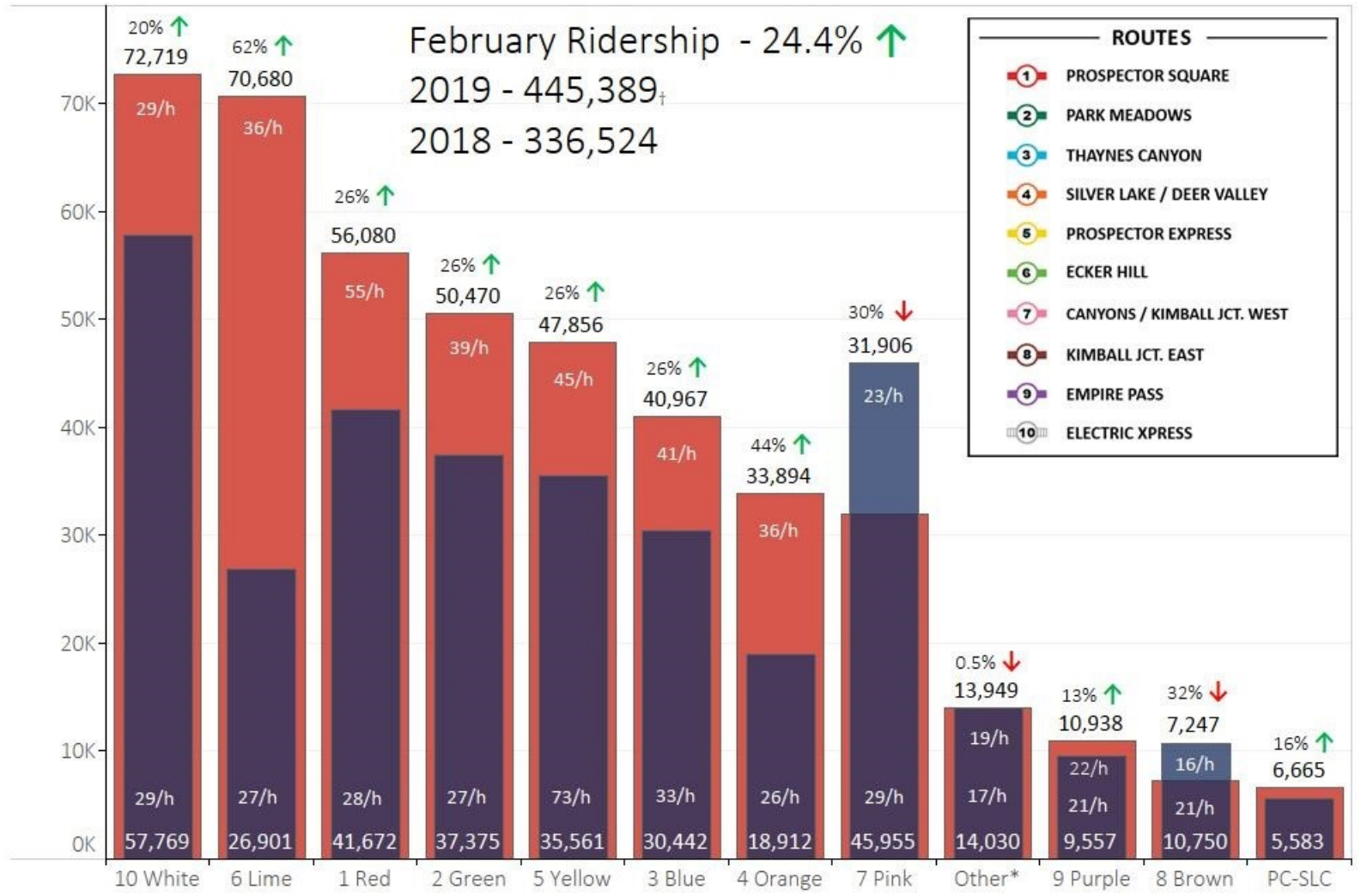
**Attachments:**

- Attachment A – Details monthly fixed route ridership for February and March
- Attachment B – February and March rider feedback reports
- Attachment C – Ecker Hill Park-and-Ride utilization

# **ATTACHMENT A**



# Park City Transit - February 2019 Fixed Route Ridership



- ROUTES**
- 1 PROSPECTOR SQUARE
  - 2 PARK MEADOWS
  - 3 THAYNES CANYON
  - 4 SILVER LAKE / DEER VALLEY
  - 5 PROSPECTOR EXPRESS
  - 6 ECKER HILL
  - 7 CANYONS / KIMBALL JCT. WEST
  - 8 KIMBALL JCT. EAST
  - 9 EMPIRE PASS
  - 10 ELECTRIC XPRESS

##/h = riders per service hour

\* Other routes include the Trolley, 11 Black, 12 Black, 13 Black - PC-SLC Connection (discontinued) and AM/PM City Wide, & Kimball Junction Circulator. Year

† 2018 ridership data were collected using hand counts where as 2019 data were collected using Automatic Passenger Counts (APC).

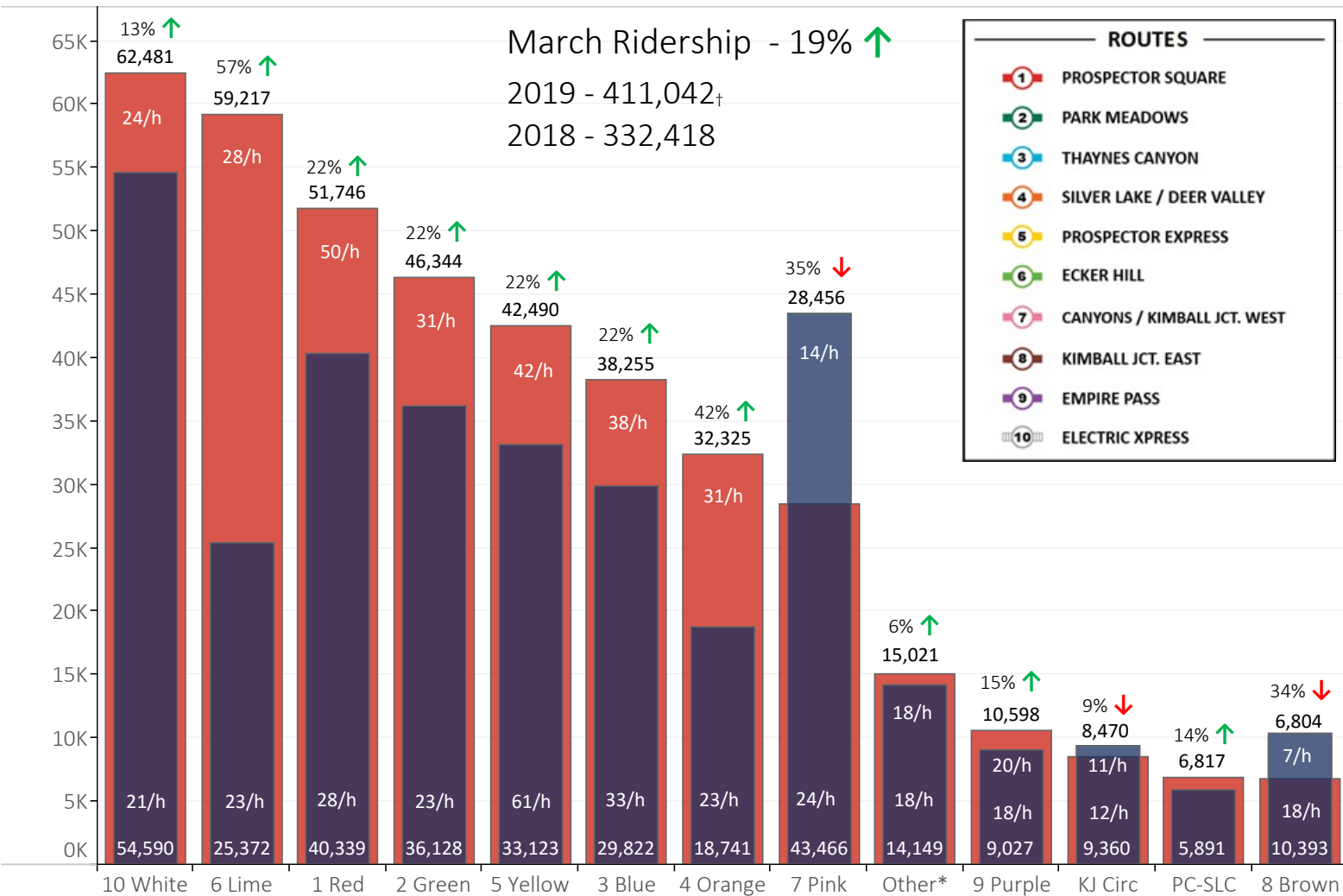
Ridership from the Homestake Shuttle is not included.

Any 'special' service added for Sundance is not included (eg. Theatre Loop).

2018  
2019



# Park City Transit - March 2019 Fixed Route Ridership



##/h = riders per service hour

\* Other routes include the Trolley, 11 Black, 12 Black, 13 Black - PC-SLC Connection (18' only - now discontinued), Deer Valley PM (only 18') and AM/PM City Wide, & Kimball Junction Circulator.

† 2018 ridership data were collected using hand counts whereas 2019 data were collected using Automatic Passenger Counts (APC).

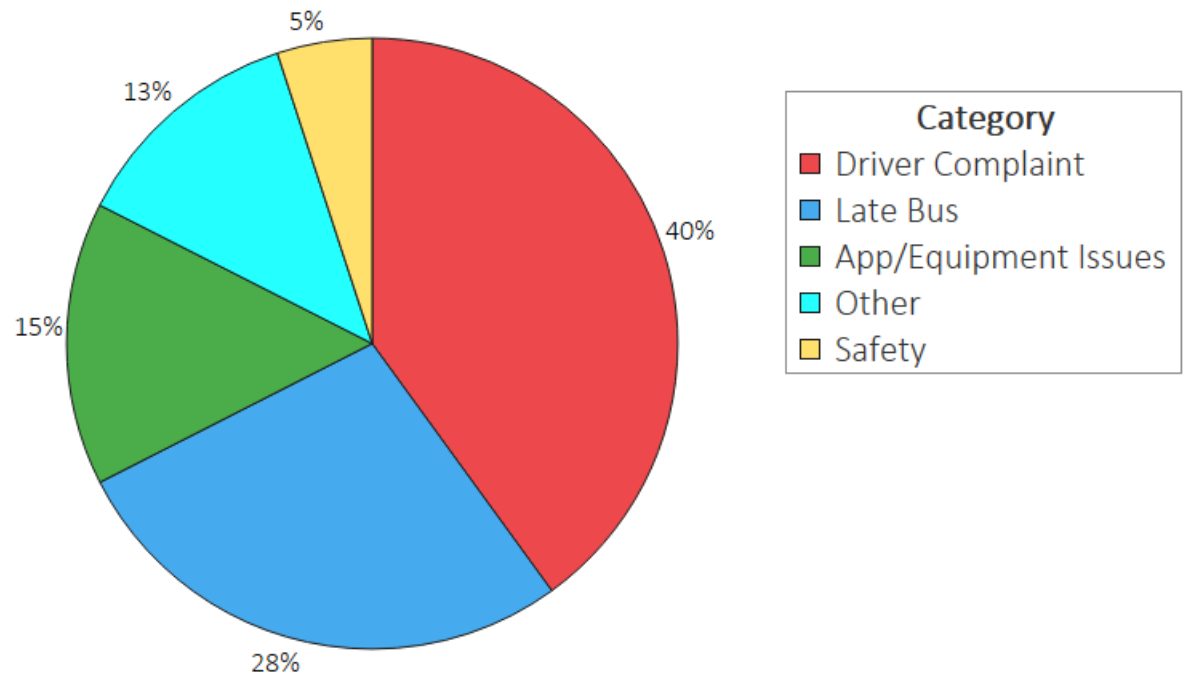
Ridership from the Homestake Shuttle is not included.

Year  
 ■ 2018  
 ■ 2019



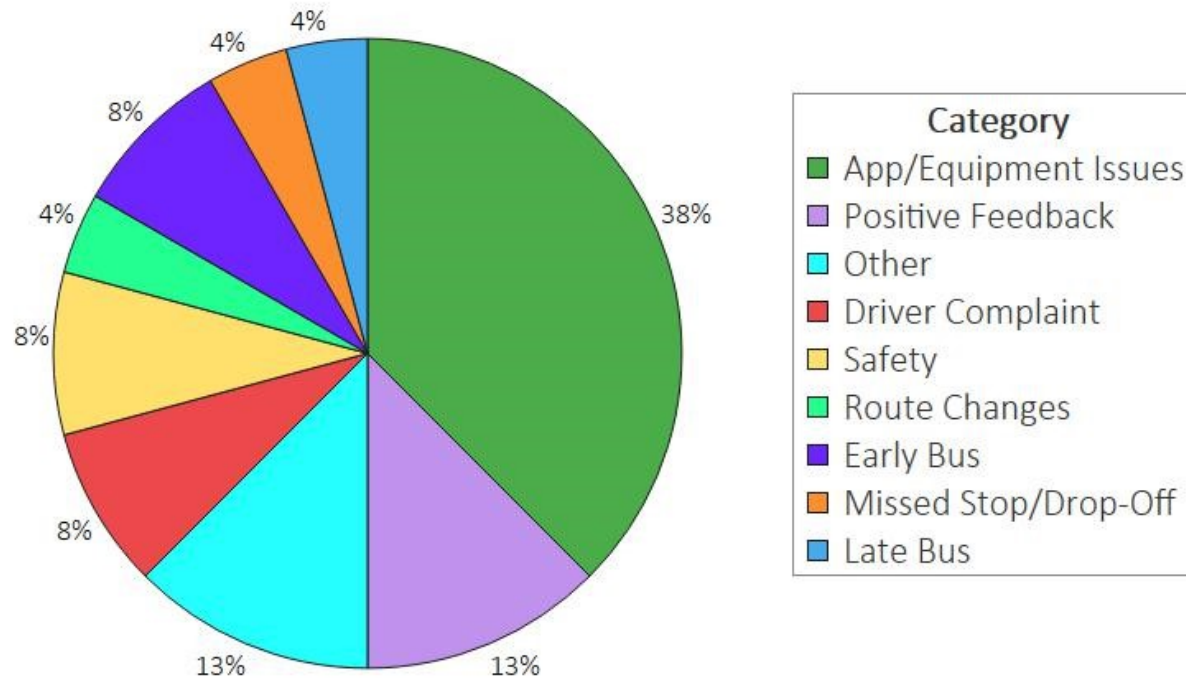
## **ATTACHMENT B**

### Park City Transit - February Feedback



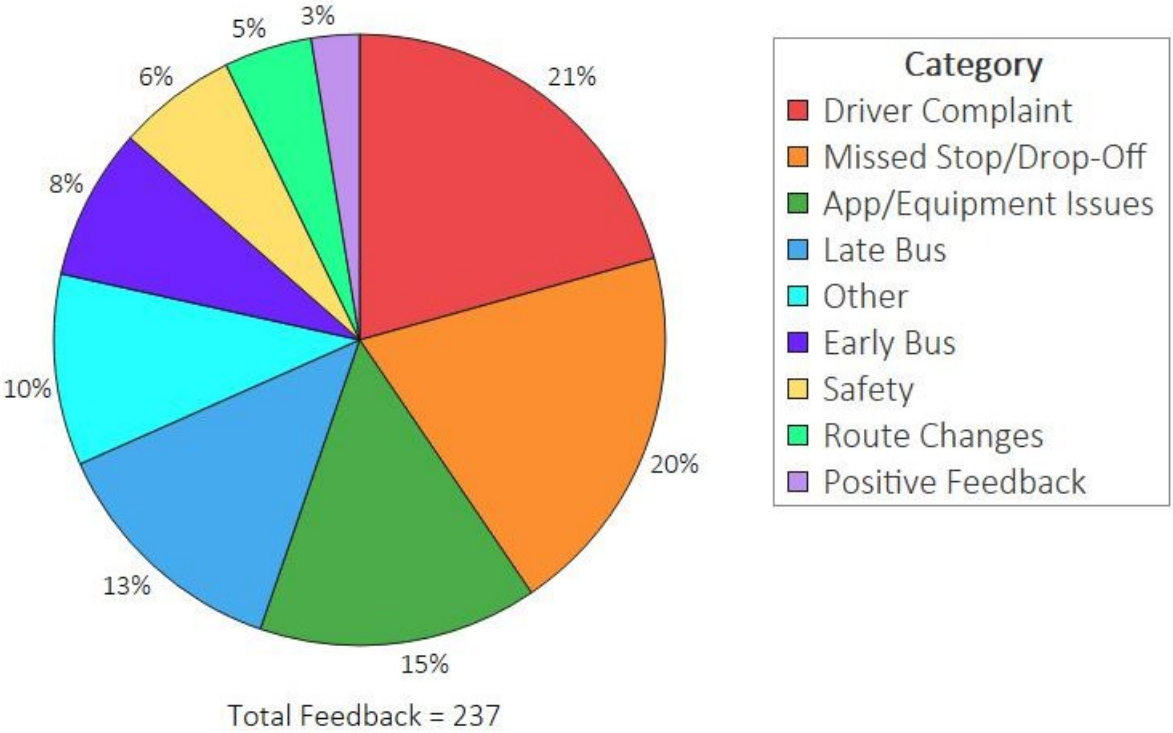
Total Feedback = 40

### Park City Transit - March Feedback Breakdown



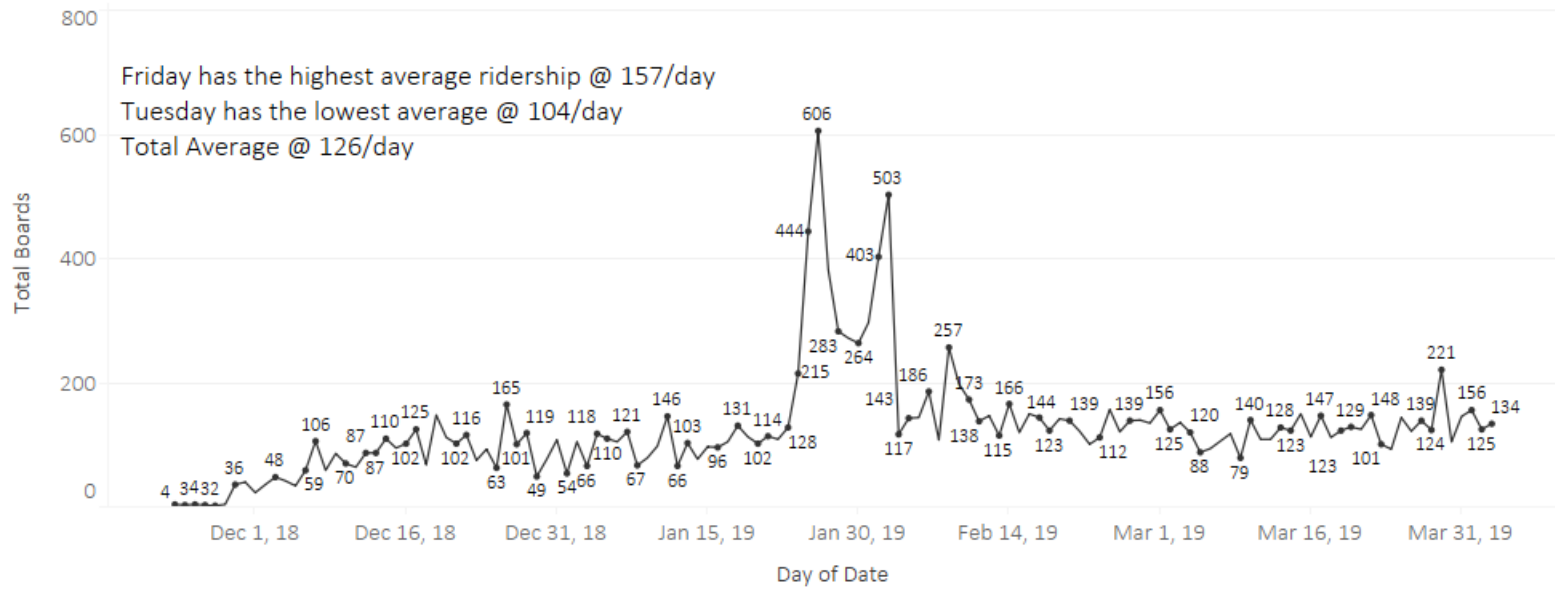
Total Feedback = 24

Park City Transit - Feedback Breakdown  
July 1, 2018 - March 31, 2019

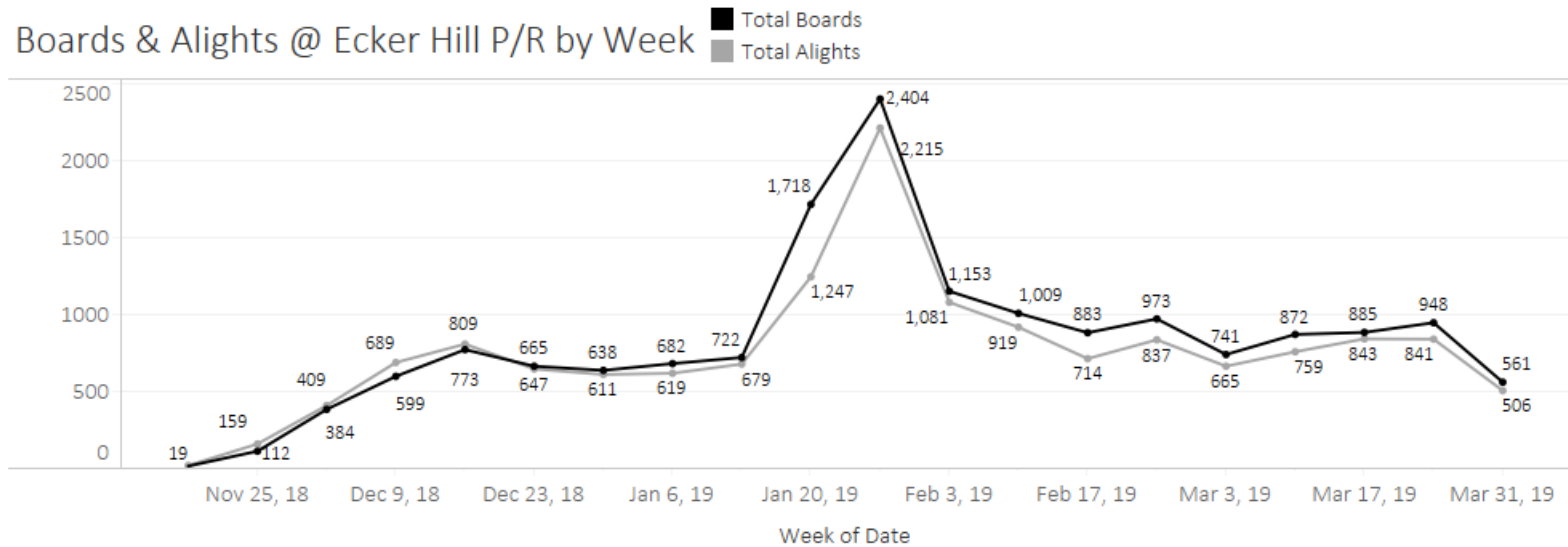


## **ATTACHMENT C**

### Daily Boards @ Ecker Hill P/R



### Boards & Alights @ Ecker Hill P/R by Week







## MEMORANDUM

Date: April 16, 2019  
To: Park City Transit Joint Transit Advisory Board  
From: Park City and Summit County Staff  
Subject: Spring/Summer 2019 Service Planning Changes

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### **Background:**

Joint Transit Advisory Board informational update regarding seasonal route and schedule changes of Transit, and past trends and future rates of Parking – presented by Staff.

### **Discussion:**

Seasonal operations of Transit have regularly scheduled service changes, which have been traditionally planned into the yearly transit operation schedule. These changes reflect the seasonal demand and operational assets available for various times of the year. Seasonal parking operations rates are determined through anticipated demand and overall availability.

#### Transit and Parking – Seasonal operation timeline

- Spring service operational schedule in effect from April 8<sup>th</sup> through June 6<sup>th</sup>, 2019.
- Summer service June 7<sup>th</sup> through September 2<sup>nd</sup>, 2019.
- Fall (pre-winter) September 3<sup>rd</sup> through mid-November (TBD).

Staff Communications Report from April 4, 2019 City Council Meeting, Attachment A.

### **Consistency with Adopted Plan:**

This process is consistent with goals and objectives outlined in the adopted General Plan, Transportation Demand Management (TDM) plan and Traffic and Transportation Master Plan (TTMP), while focusing on viable solutions that provide convenient access for guests, locals, employees, and businesses.

### **Fiscal Analysis:**

Staff time required for this effort is captured in the City's and County's respective budgets.

### **Additional Information:**

If you have any questions or comments regarding this item, please contact Alfred Knotts at [alfred.knotts@parkcity.org](mailto:alfred.knotts@parkcity.org) or Caroline Rodriguez at [crodriguez@summitcounty.org](mailto:crodriguez@summitcounty.org).

# **ATTACHMENT A**



# City Council Staff Communications Report

**Subject: 2019 Spring Season Transportation Update**  
**Author: Kenzie Coulson, Transit Quality Manager**  
**Johnny Wasden, Parking Manager**  
**Department: Public Works**  
**Date: April 4, 2019**  
**Type of Item: Informational**

## Summary

Staff is working to ensure positive trends toward goals and objectives outlined in the adopted General Plan, Transportation Demand Management (TDM) plan and Traffic and Transportation Master Plan (TTMP), while focusing on viable solutions that provide convenient access for guests, locals, employees, and businesses. It is important to recognize that the data assessment is ongoing and requires consideration of customer expectations in parking and transit as well as broader long term effectiveness of transportation solutions. This summary report will give an update related to spring operations and outline current and upcoming community outreach. The upcoming spring shoulder season runs April 8, 2019 through June 6, 2019.

## Parking and Transit Updates

### Occupancy Trends & Availability of Parking

The review of parking data from the previous spring 2018 shows a distinct drop in demand upon the close of the resorts. In response to spring data and community feedback, parking rates were reduced in the fall of 2018 to \$1/hour in all paid lots. China Bridge has and will maintain free parking until 6pm daily.

### 2019 Spring Season Parking Rates

Reduced rates will run April 8<sup>th</sup> – June 14<sup>th</sup>

Location	Rate	Paid Times
North Marsac	\$0.00	FREE ALL DAY
Upper and Lower Sandridge	\$0.00	FREE ALL DAY
China Bridge	\$1.00/hr - \$6.00 Max	5PM-12AM-1st Hour Free
Main Street	\$1.00/hr	11AM-12AM
Bob Wells	\$1.00/hr	5PM-12AM
Swede Alley	\$1.00/hr	5PM-12AM
Flagpole	\$1.00/hr	5PM-12AM

## Outreach

The success of the parking management program is dependent upon availability of reasonable transportation options for Main Street businesses and employees. As part of the transition to a new season, staff has launched a robust outreach plan to ensure that the program meets ongoing Main Street business needs.

Current Community Outreach:

- Door-to-Door Main Street outreach, April 1 – April 5
- Spring Informational flyers distributed on the Homestake Employee Shuttle and in transit shelters, April 1 – April 5
- KPCW Local News Hour interview
- Onboard transit notices outlining pending spring transit, March 29-April 20
- In-person outreach to Kamas Link Route riders and distribution of informational flyer regarding the elimination of this underperforming service
- Park Record notices, April 3 & 6

## Main Street Business & Employee Solutions

- NEW park and ride option– Ecker Hill Park and Ride, 15 minute combined frequency. Now routed to Old Town Transit Center and Deer Valley during spring/summer/fall
- Reduced parking rates in Old Town, \$1/hour and free until 6pm
- Free parking options in Old Town (Upper & Lower Sandridge, N. Marsac)
- Increased marketing of carpool permit options during spring/summer/fall
- Blue Square Business permits available at pro-rated cost
- Homestake Main Street Employee Shuttle lot will continue to provide service 11am to 3am daily.
  - Note: With reduced parking rates and robust employee solutions, there is possibility of low demand for the shuttle service. Data assessment will continue into the spring season.

## Spring Transit Highlights

The Joint Transit Advisory Board met on February 26, 2019. In this public meeting, planning discussion resulted in the following recommendations for spring transit service. Summit County and Park City Joint Transportation Advisory Board members and staff are supportive of these minor adjustments to service:

- Lime 6 will extend to offer service from Ecker Hill Park and Ride to Deer Valley Snow Park, via the Old Town Transit Center. Pink 7 and Lime 6 will provide a combined frequency of service approximately every 15 minutes serving the Ecker Hill Park and Ride.
- The Kamas Kimball Link, which provides Kamas commuters a connection from the Park City Medical Center (hospital) to the Kimball Junction Transit Center, has demonstrated low ridership and will be suspended as of April 8, 2019. Riders who have utilized this route will have a viable alternative via the Electric Xpress and the Lime.
- Purple 9, which serves Empire Pass up to the Montage, will now operate year-round. Hours of operation will be consistent throughout spring, summer, and fall. The viability of this service will be assessed in the coming seasons.

- Red 1 and Green 2 routes will no longer interline which will create more consistent service for riders, will allow better on-time performance, and will address the “ghost bus” issue on the transit app (buses that disappear as they transition to interlined routes). In the past, the Red route has interlined with the Green, which means that the bus running the Red route transitioned into becoming the Green route.



## MEMORANDUM

Date: April 16, 2019  
To: Park City Transit Joint Transit Advisory Board  
From: Park City and Summit County Staff  
Subject: Transit Service Planning Process and Schedule

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### **Background:**

Park City and Summit County staffs desire a reliance on data-driven transit planning, in which service is provided in an efficient and cost effective manner. During winter 2019, pink and lime route adjustments were determined from data collection, route analysis and related Quality Assurance/Quality Control. The 2016 Short Range Transit Development Plan (SRTD) is the guidance document providing recommendations and prioritization regarding such service enhancements. However, a formal process for route planning is yet to be established, with many inconsistent past applications. Many considerations such as: resource availability, vehicle fleet demands, transit demand analysis, and application of funding sources play a role in the timeline for providing new transit services.

### **Discussion/Requested Action:**

For the 2019 winter season transit service adjustments, Park City Transit and Summit County transportation teams collaborated on a more formal route alternatives process, resulting in 15- 20 minute frequency from the Ecker Hill Park-n-Ride lot. Park City Transit recommends discussing future processes, predicated from the winter 2019 successes, to be more reflective of the timelines and planning analysis necessary for both short/long term service adjustments.

As originally proposed in the January 10<sup>th</sup> JTAB meeting (Attachment A) – County requested summer service change timeline is below. Park City Transit recommends discussion of summer transit service planning using the following schedule:

- Rider surveys and analysis—March/April 2019
- 2018/2019 winter service analysis – April 2019 (using the ridership and data reports)
- County Service Change Requests (*if necessary*) – April 2019
- Public Outreach – May 2019
- 2019 Summer Service JTAB Recommendation – May 2019
- Respective Council updates – May 2019
- Change Day – June 2019

Looking ahead to 2020, Park City Transit will have four (4) annual change days, which are as follows:

- Winter: November
- Spring: April
- Summer: June
- Fall: September

2020 and beyond, Park City Transit recommends service changes to include minor modifications of routes or timetables match this two-three month process. Larger transit service changes of additional routes or frequency, Park City Transit recommends a consideration of the following, i.e. County's transit goals and operational factors:

- Lead time (18-24 months) for ordering and purchasing new vehicles given manufacturing and FTA reimbursement constraints
- Lead time (route modification dependent) for transit demand analysis (data, alternatives analysis, public process)
- Consistency with local and regionally adopted plans: SRTDP and Statewide Transportation Improvement Program (STIP)
- Hiring of new personal
- Fiscal and budget analysis
- Marketing and outreach for route and service adjustments
- Reducing the amount of seasonal service changes for future years (Staff requested discussion)

Park City Transit requests future preliminary discussions in the interest of establishing a systematic process for detailed route planning that matches the goals of both agencies, which include:

- Joint Summit County/Park City Council Workshop
- Long Range Transportation Master Planning (Park City Forward, winter 2020)
- Opportunities to update the SRTDP
- Statewide STIP transit project workshop January 2020

**Consistency With Adopted Plan:**

This process is consistent with the 2006 Interlocal Transportation Agreement, as amended.

**Fiscal Analysis:**

Staff time required for this effort is captured in the City's and County's respective work programs. If additional service is required a fiscal analysis will be provided through subsequent correspondence or JTAB meetings.

**Additional Information:**

If you have any questions or comments regarding this item, please contact Alfred Knotts at [alfred.knotts@parkcity.org](mailto:alfred.knotts@parkcity.org) or Caroline Rodriguez at [crodriguez@summitcounty.org](mailto:crodriguez@summitcounty.org).

**Attachments**

Attachment A – January 10, 2019 JTAB memo

# **ATTACHMENT A**





## MEMORANDUM

Date: January 10, 2019  
To: Park City Transit Joint Transit Advisory Board  
From: Park City and Summit County Staff  
Subject: Service Planning Process and Schedule

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### **Background:**

Park City and Summit County staffs both desire to rely on data driven transit service planning to provide the best possible service in an efficient and cost effective manner. Over the last several months Park City Transit staff placed an increased emphasis on data collection and analysis and related Quality Assurance/Quality Control to assist in service planning. Currently, the 2016 Short Range Transit Development Plan is the guidance document that provides recommendations and prioritization in regards to service enhancements, however, a formal process for detailed route planning has been inconsistently applied in the past.

### **Discussion:**

Prior to the 2018 winter season, Park City and Summit County transportation teams embarked on a more formal process in regards to route and service level plan with the goal of providing 15- 20 minute frequency to the Ecker Hill Park and Ride lot. This route alternatives analysis process was captured in a memo dated September 26, 2018 and revised October 15, 2018 which is included hereinto as Attachment A.

Park City Transit recommends building off of this successful process prior to the implementation of the 2019 consistent with the following tentative schedule:

- Rider surveys – February/March 2019
- 2018/2019 winter service analysis – April 2019
- County Service Change Requests (if necessary) – April 2019
- Public Outreach – May 2019
- 2019 Summer Service JTAB Recommendation – May 2019
- Council updates – May 2019
- Change Day – June 2019

### **Consistency With Adopted Plan:**

This process is consistent with the 2006 Interlocal Transportation Agreement, as amended.

### **Fiscal Analysis:**

Staff time required for this effort is captured in the City's and County's respective work programs.

### **Additional Information:**

If you have any questions or comments regarding this item, please contact Alfred Knotts at [alfred.knotts@parkcity.org](mailto:alfred.knotts@parkcity.org) or Caroline Rodriguez at [crodriguez@summitcounty.org](mailto:crodriguez@summitcounty.org).

### **Attachments**

Attachment A – September 26, 2018 JTAB memo



## MEMORANDUM

Date: April 16, 2019  
To: Park City Transit Joint Transit Advisory Board  
From: Park City and Summit County Staff  
Subject: Heber RFP Update Memo

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### **Background:**

Mountainland Association of Governments (MAG) in partnership with Heber City, Wasatch County, Utah Transit Authority, Park City Municipal and Midway City, are to coordinate a Transit Demand Study. Study to ascertain transit needs to/from Utah County, Wasatch County Heber/Midway area and Park City. Local elected officials, Mountainland Association of Governments (MAG) staff and constituents of the region have expressed a desire for more robust transportation options; in particular, transit service between major activity centers, e.g. Provo, Heber, Midway and Park City. In February 2019, an Interlocal agreement was drafted by MAG and circulated for signatures by all contributing parties. As a regional agency, MAG will lead the project; the intention is to release the request for proposals (RFP) late April 2019, procuring a consultant to commence work in May 2019.

### **Discussion:**

Heber City was identified in Park City's 2016 Short Range Transit Plan as a high transit dependency location – based on current socioeconomic, employment and population trends. The plan highlights transit expansion as a means for reducing congestion, subsequently improving air quality. Implementing service in the Wasatch County region will help to stimulate the formation of a robust regional transit service. If the study warrants transit service – then a pilot program could be initiated – as early as winter 2020, contingent upon funding and vehicle availability. The original project scope, expanded to identify service to/from Utah County via Provo Canyon, in which Utah Transit Authority (UTA) became a contributing partner.

### **Consistency with Adopted Plan:**

The updated Transit Demand Study, and future planned Wasatch County commuter service to/from Summit and Utah Counties are consistent with recommendations in the Short Range Transit Plan (2016).

### **Fiscal Analysis:**

The requisite \$100,000 budget (increased upon expansion of scope) is being funded 80% by UDOT's rural transit division and 20% shared between local governments:

- \$80,000 Utah Department of Transportation
- \$5,000 Mountainland Association of Governments
- \$5,000 Utah Transit Authority
- \$5,000 Park City Transit Fund
- \$2,000 Wasatch County
- \$2,000 Heber City
- \$1,000 Midway City

### **Additional Information:**

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**Attachments**

- Attachment A – Executed Interlocal Agreement
- Attachment B – February 19, 2019 “Heber/Midway Transit Demand Study Discussion” JTAB Memo

# **ATTACHMENT A**

**INTERLOCAL COOPERATION AGREEMENT**

**between**

**MOUNTAINLAND ASSOCIATION OF GOVERNEMNTS (MAG), PARK CITY,  
HEBER CITY AND MIDWAY CITY**

**for**

**A Transit Demand Analysis study for Midway, Heber and Park City**

**THIS AGREEMENT**, made and entered into this \_\_\_ day of \_\_\_\_\_, 2019, by and between MAG, Midway City, Heber City and Park City Utah.

**RECITALS:**

**WHEREAS**, the Utah Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated (2018), permits local governmental units including cities, counties, and political subdivisions of the State of Utah to make the most efficient use of their powers by enabling them to cooperate with other public entities on the basis of mutual advantage and to exercise joint cooperative action for the benefit of their respective citizens;

**WHEREAS**, the Cities and MAG desire to facilitate understanding of transit demand in these areas;

**NOW THEREFORE**, in consideration of the covenants and agreements contained herein and other valuable consideration, the sufficiency of which is hereby acknowledged, the Cities and MAG hereby agree as follows:

**Section 1. PURPOSES.**

This Agreement has been established and entered between Cities and MAG for the purpose of outlining the respective financial responsibilities of the Cities and MAG in conducting a transit demand analysis.

**Section 2. EFFECTIVE DATE; DURATION.**

This Agreement shall become effective as of the date the parties execute this Agreement by Resolution and it is filed with the keeper of records of each of the parties (the "Effective Date"). The term of this Agreement shall be from the Effective Date until completion of the Project, but not to be longer than 5 years from the Effective Date.

**Section 3. NO SEPARATE LEGAL ENTITY.**

The MAG and the Cities do not contemplate nor intend to establish a separate legal or

administrative entity under the terms of this Agreement.

#### **Section 4. TERMS.**

- A. **The MAG Responsibilities:** MAG will Provide \$5,000 to Park City upon invoice.
- B. **Heber City's Responsibilities:** Heber City will Provide \$2,000 to Park City upon invoice.
- C. **Midway City's Responsibilities:** Midway City will Provide \$1,000 to Park City upon invoice.
- D. **Park City's Responsibilities:** Park City will provide labor, management of grant, management of consultant as well as any additional cash need to complete the project including coordination with the Utah Department of Transportation with anticipated total project cost of \$50,000.
- D. **No Third-Party Rights:** The obligations of the parties set forth in this Agreement shall not create any rights in or obligations to any persons or parties other than to the Cities and the MAG. This Agreement is not intended to, nor shall it be, construed to benefit any third party.
- E. **Recitals:** The Recitals of this Agreement constitute a part of this Agreement.

#### **Section 5. AMENDMENTS.**

This Agreement may not be amended, changed, modified, or altered except by an instrument in writing which shall be: (a) approved by Resolution of the governing body of each of the parties, (b) executed by a duly authorized official of each of the parties, and (c) filed in the official records of each party.

#### **Section 6. SEVERABILITY.**

To the extent permitted by applicable law, the parties hereby waive any provision of law that would render any of the terms of this Agreement unenforceable. If any term or provision of this Agreement or its application shall be invalid or unenforceable, the remainder of this Agreement shall not be affected, and shall be enforced to the extent permitted by law.

#### **Section 7. ASSIGNMENT.**

The parties to this Agreement shall not assign this Agreement, or any part, without the prior written consent of all other parties to this Agreement. No assignment shall relive the original parties from any liability.

**Section 8. SUCCESSORS IN INTEREST.**

This Agreement shall be binding upon the heirs, successors, administrators, and assigns of each of the parties.

**Section 9. GOVERNING LAW.**

All questions with respect to the construction of this Agreement, and the rights and liability of the parties, shall be governed by the laws of the State of Utah.

**Section 10. INDEMNIFICATION.**

The MAG and the Cities are all agencies or subdivisions of the State of Utah. Each of the parties agrees to indemnify and hold harmless the other for damages, claims, suits, and actions arising out of its negligent error or omission in connection with this Agreement. The Cities and the MAG agree that the terms of this Agreement are subject to, and not a waiver of the protections, immunities, and liability limits of the Governmental Immunity Act, Utah Code Ann. § 63G-7-101 to 904 (2018).

**Section 11. COUNTERPARTS AND FACSIMILE SIGNATURES.**

This Agreement may be executed in counterparts, each of which when executed and delivered shall be deemed to be an original and binding between the executing parties, all of which when taken together constitute one and the same instrument. Original, facsimile, emailed, texted, electronic, or power of attorney signatures shall be binding upon the executing party.

**Section 12. ENTIRE AGREEMENT.**

This Agreement shall constitute the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Agreement.

*[Signatures are on the following pages]*

IN WITNESS WHEREOF, the parties have signed and executed this Interlocal Cooperation Agreement

MOUNTAINLAND ASSOCIATION OF  
GOVERNMENTS

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Andrew Jackson, Executive Director

HEBER CITY

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Kelleen Potter, Mayor

PARK CITY

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Andy Beerman, Mayor

MIDWAY CITY

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Celeste Johnson, Mayor



## **ATTACHMENT B**



## MEMORANDUM

**Date:** February 19, 2019

**To:** Park City Transit Joint Transit Advisory Board

**From:** Summit County and Park City Staff

**Subject:** Heber/Midway Transit Demand Study Discussion

### **Background**

Park City Municipal Corporation (“PCMC”), in partnership with Heber City and Midway City will coordinate a Transit Demand Study to determine transit needs in and around the Heber/Midway area in to Park City. Local elected officials, Mountainland Association of Governments (MAG) staff and constituents of the region have expressed desire for more robust transportation options; in particular transit service between major activity centers between Heber, Midway and Park City. If the study warrants transit service then a pilot program, potentially as soon as winter 2020 if vehicles and funds are available, could be implemented.

### **Discussion**

The Heber City and Midway City region is growing, with many residents looking for enhanced transportation options.

Park City’s Short Range Transit Plan (2016) identifies Heber City as a location with high transit dependency based on current socioeconomic, employment and population trends. Additionally the plan highlights that transit expansion is a tool for improving air quality and reducing congestion.

The Short Range Transit Plan also identifies a near-term goal of initiating Heber City commuter service, by providing peak hour commuter service, in the year 2020. As part of the study more detailed analysis of potential ridership will be conducted before moving forward:

Park City Transit as contracted with Summit County currently operates transit within Wasatch County, with the inclusion of the stop at Mayflower, near the Deer Mountain Community on the Kamas Commuter route. Adding additional service in the Wasatch County region will help continue the formation of a robust and regional transit service.

An Interlocal Agreement (ILA) is being drafted by Mountainland Association of Governments between Heber City, Midway City, and Park City for this study. The draft ILA will be presented at the Wasatch County Interlocal Meeting on February 21, 2019. Following that meeting, the ILA will be reviewed by all signatory parties including PCMC. The Transit Demand Study is anticipated to take no more than 6 months, and will direct PCMC on whether additional transit service to Heber and Midway is advisable. Park City staff will lead the transit services needs assessment with strong input from Heber and Midway staff.

**Fiscal Analysis:**

The \$50,000 required for a study has been budgeted from the following organizations:

- \$37,000 Utah Department of Transportation
- \$5,000 Mountainland Association of Governments
- \$5,000 Park City Transit Fund
- \$1,000 Midway City
- \$2,000 Heber City

**Consistency With Adopted Plan:**

An updated Transit Demand Study and future implementation of Heber commuter service are consistent with recommendations in the Short Range Transit Plan (2016).

**Additional Information:**

If you have any questions or comments regarding this item, please contact Alfred Knotts at [alfred.knotts@parkcity.org](mailto:alfred.knotts@parkcity.org)