



**Park City and Summit County Joint Transit Advisory Board  
December 15, 2020**

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**NOTICE OF ELECTRONIC MEETING & HOW TO COMMENT VIRTUALLY:**

*This meeting will be an electronic meeting without an anchor location as permitted by Utah Code Open and Public Meetings Act section 52-4-207(4) as amended June 18, 2020, and Park City Resolution 05-2020, adopted March 19, 2020. The written determination of a substantial health and safety risk, required by Utah Code section 52-4-207(4) is attached as Exhibit A. Board members will connect electronically. Public comments will be accepted virtually as described below.*

*To comment virtually, raise your hand on Zoom. Written comments submitted before or during the meeting will be entered into the public record, but not read aloud. For more information on participating virtually and to listen live, please go to [www.parkcity.org](http://www.parkcity.org)*

*Exhibit A: Determination of Substantial Health and Safety Risk*

*On November 9, 2020, the Mayor determined that conducting a meeting with an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location. Utah Code section 52-4-207(4) requires this determination and the facts upon which it is based, which include:*

- Governor Herbert declared a COVID-19 State of Emergency on November 8, 2020.*
- Summit County has extended its Emergency Declaration and Public Health Emergency Declaration through January 8, 2021.*
- Statewide COVID cases and hospitalizations are increasing exponentially.*

*This determination is valid for 30 days, and is set to expire on January 8, 2021.*



## MEETING AGENDA

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

**MEETING DATE:** December 15, 2020  
**TIME:** 9:00 am – 10:30 am  
**LOCATION:** **ATTENTION:** This meeting will be an electronic meeting as permitted by Park City Open and Public Meeting Resolution 18-2020, adopted March 19, 2020. This meeting will not have an anchor location will connect remotely. If you are interested in listening and/or giving public comment remotely, please go to <https://us02web.zoom.us/j/81894366244>

1. Roll Call
2. Electronic Meetings Determination
3. Public Comment /Customer Feedback

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

4. Consent Items

None

5. Discussion Items

- a. Consideration to Approve the JTAB Meeting Minutes from November 17, 2020
- b. Quinn's Park and Ride Traffic Study Update (John Robertson)
- c. Operational Updates (Kim Fjeldsted)
- d. County Operational Updates (Caroline Rodriguez)
- e. Additional Mass Transit Tax Overview (Caroline Rodriguez)
- f. Agenda Items for upcoming meetings

6. Next Meeting

Tuesday, January 19, 2021

#### 2021 Meeting Schedule

All meetings start at 9:00am and will be held via conference call until further notice (Dates, times, locations subject to change. Additional meetings may be added)

- Tuesday, January 19, 2021
- Tuesday, February 16, 2021
- Tuesday, March 16, 2021
- Tuesday, April 20, 2021
- Tuesday, May 18, 2021
- Tuesday, June 15, 2021



For those individuals with a disability who require a modification or accommodation in order to participate in the public meeting, please contact Kim Fjeldsted at (435) 615-5351 or [kim.fjeldsted@parkcity.org](mailto:kim.fjeldsted@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)  
November 17, 2020 Meeting Minutes**

The JTAB of Park City and Summit County, Utah, met in open meeting on November 17, 2020, at 9:00 AM.

**ROLL CALL**

Upon confirmation that quorum connected to the electronic meeting, the meeting was called to order by Mrs. Fjeldsted at 9:06 AM. All in attendance were recorded and announced by Cindy Stockley.

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Kim Carson	Council Member-Summit County	Present
Chris Robinson	Council Member-Summit County	Present
Tim Henney	Council Member-Park City	Present
Steve Joyce	Council Member-Park City	Present
Tom Fisher	Summit County Staff	Present
Caroline Rodriguez	Summit County Staff	Present
Jamie Dansie	Summit County Staff	Present
Matt Dias	Park City Staff	Present
Sarah Pearce	Park City Staff	Present
Kim Fjeldsted	Park City Staff	Present
Vinny Nguyen	Park City Staff	Present
Scott Burningham	Park City Staff	Present
Robbie Smoot	Park City Staff	Present
Jerry Benson	Park City Staff	Present
Andy Stevenson	Park City Staff	Present
Julia Collins	Park City Staff	Present
Cindy Stockley	Park City Staff	Present

**I. ELECTRONIC MEETING DOCUMENTATION**

The meeting was a remote, electronic meeting due to the declared public health emergency.  
Read by Kim Fjeldsted

**II. PUBLIC COMMENTS:**

(Bev Harrison) Had to two comments:

1. Rode transit over weekend and appreciated the electronic display and voice announcement of stops.
2. It was good to see some bike racks installed at trailheads.

## DISCUSSION ITEMS

### A. Review/Acceptance and approval of the October 20, 2020 meeting minutes

**RESULTS: APPROVED**

**AYES: Councilmembers Steve Joyce, Kim Carson, Tim Henney, Chris Robinson**

### B. BUILD Grant Update (Caroline Rodriguez)

Summit County did not receive the BUILD grant for BRT this time. FTA encouraged us to reapply. On September 8, 2020, Summit County released a Request for Qualifications (RFQ) for Transportation Consultant Services for an Environmental Assessment for Dedicated Bus Rapid Transit, an analysis to fulfill our obligation under the National Environmental Policy Act (NEPA). The County received three qualified consultant responses. A team made up of staff from Summit County, Park City, and Utah Department of Transportation (UDOT), under the supervision of a third-party federal procurement expert, interviewed two firms. With input from the entire project team, the County is currently in cost and scope negotiations with the top-scoring consulting firm.

### C. Operational Presentation (Kim Fjeldsted)

#### Transit Operations Center (TOC)

- Will be up and running for winter service at the Park City Police Station
- There will be one point of contact for below instances:
  - Resorts/Special Events
  - Video Messaging Signs (VMS)
  - Communications (Facebook, Twitter, Website)
  - City Resources (Streets, Police, Vehicle Maintenance)
  - Medical Emergencies
  - Info flows into central location
  - Info flows put from central location
  - Eyes in the System
  - Cameras
  - Operators
  - Field Supervisors
  - Partner With Resorts on Traffic Management
- TOC will lay Groundwork for Future BRT Management
- TOC hours of operation will be 365 days a year from 6:00 AM to 11:00 PM

#### APTA Health and Safety Seal Update

- Seal displayed on front of Winter Rider's Guide
- Program details within guide
- Materials for buses ordered
- Social Media push and local TV interview

#### Winter Riders' Guide Changes

- Full schedule displayed due to peak service changes

- Rider Rules communicated

**D. County Ridership Report (Caroline Rodriguez)**

**CV Connect**

- Service will start on November 20, 2020

**(Steve Joyce)** Asked for graphs to be able to show year to year/ monthly trends.

**(Sarah Pearce)** Park City and Summit County staff will meet to lay out a path forward for future grant applications and labor division between city and county staff post-separation. Caroline requested Jim Barker and Ryan Leavitt participate.

**Next Agenda items:**

**(Kim Carson)** Would like to discuss the traffic study for the new Park and Ride.

**Meeting adjourned at 9:54 AM**

**Next meeting:**

Tuesday, December 15, 2020 at 9:00 AM

Respectfully Submitted:

*Cindy Stockley-Park City, Transit Department, JTAB Recorder*



On August 24, 2016 Park City and Summit County entered into an *Interlocal Agreement for Additional Transit Funding Provided by the Additional Mass Transit Tax Between Park City Municipal Corporation and Summit County* (ILA) to memorialize Park City Municipal’s agreement to support the County’s initiative to levy the Additional Mass Transit Tax (AMT), as opposed to seeking their own. An initial list of Prioritized Transportation Projects required to be “mutually agreed upon” during an annual Joint Transportation Advisory Board (JTAB) was appended to the ILA and included such services as the Current 10 White, 11 Black, and the Kimball Junction Circulator.

The table below outlines the revenues and debits to the AMT holding account through December 31, 2019. Because Park City Transit bills for 2020 have not been submitted in final, they are not included below. The AMT revenue during the first three quarters of 2020 was **\$3,595,406**.

	Revenue	Charge
<b>AMT 2017</b>	\$1,994,403.83	
Kimball Junction Circulator		(\$192,048.71)
PC-SLC Connect midday (Su.Co.)		(\$11,235)
10 White/11 Black*		(\$1,503,842.71)
<b>AMT 2018</b>	\$4,735,545.54	
Kimball Junction Circulator		(\$315,697)
PC-SLC Connect midday (Su.Co.)		(\$22,470)
10 White/11 Black*		(\$3,493,017.00)
<b>AMT 2019</b>	\$5,081,395.83	
Kimball Junction Circulator		(\$357,462)
PC-SLC Connect midday (Su.Co.)		(\$22,470)
10 White/11 Black*		(\$3,289,793.30)
	\$11,811,345.20	(\$9,208,035.98)
<b>Remaining Balance:</b>	<b>\$2,603,309.22</b>	
*Including Hospital-Kimball Junction connection, now discontinued		





## MEMORANDUM

**Date:** December 15, 2020

**To:** Park City Transit Joint Transit Advisory Board (JTAB)

**From:** Park City Staff

**Subject:** Monthly Ridership Reports

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**Background:**

Park City Transit reports monthly fixed route ridership and service effectiveness metrics.

**Discussion:**

Review of monthly ridership reports and service effectiveness from the last month.

**Consistency with Adopted Plan:**

Measuring performance is consistent with the Traffic and Transportation Master Plan and the Transportation Demand Management Plan.

**Additional Information:**

If you have any questions or comments regarding this item, please contact Park City Transit, [transit\\_feedback@parkcity.org](mailto:transit_feedback@parkcity.org).

**Exhibits:**

**Exhibit A** – November Fixed-Route Ridership Report

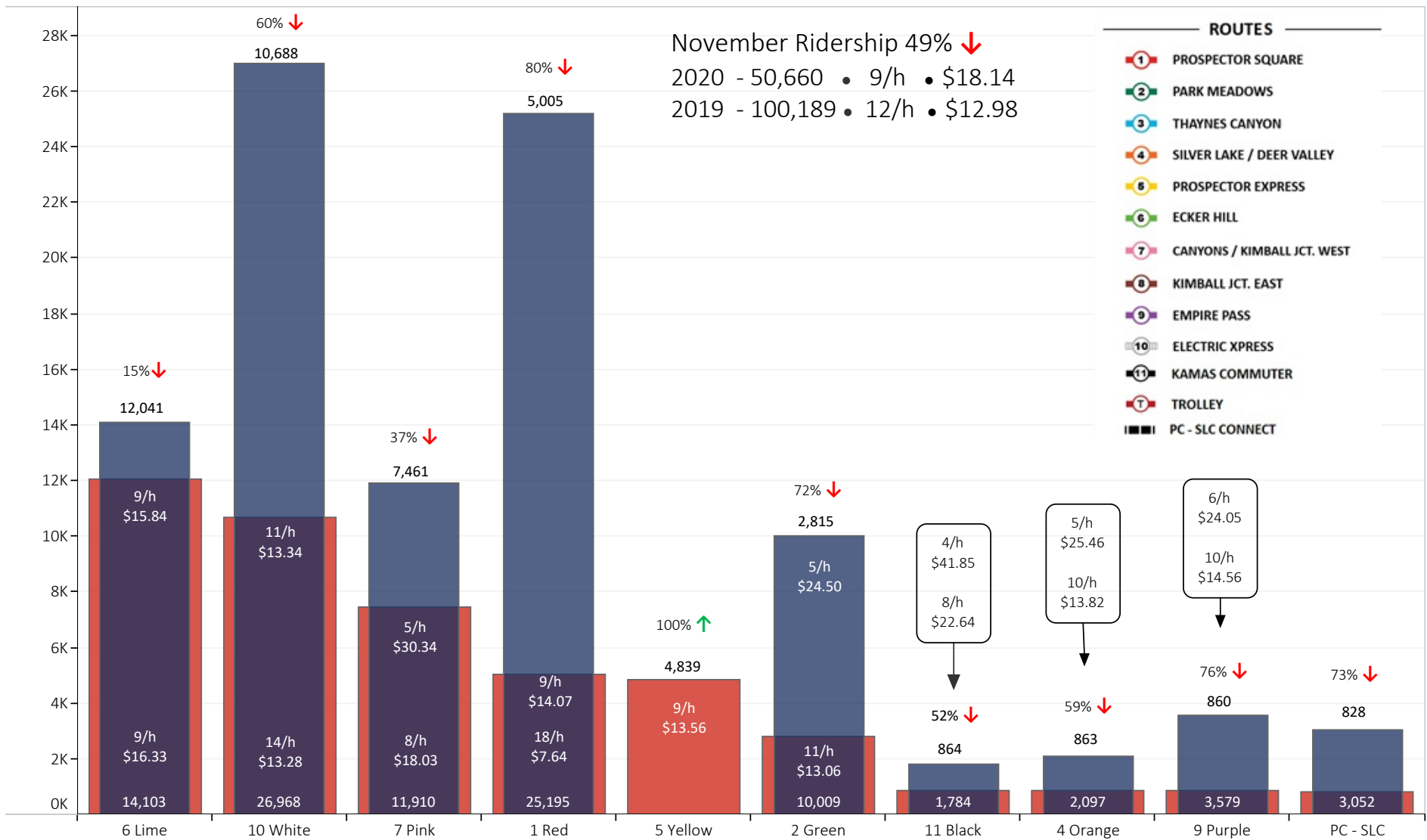
**Exhibit B** – November 12-Month Rolling Ridership Report

**Exhibit C** – Current Ridership Trend (August 1 – December 6, 2020)

# Exhibit A

## Park City Transit - November 2020 Fixed Route Ridership

2019 2020



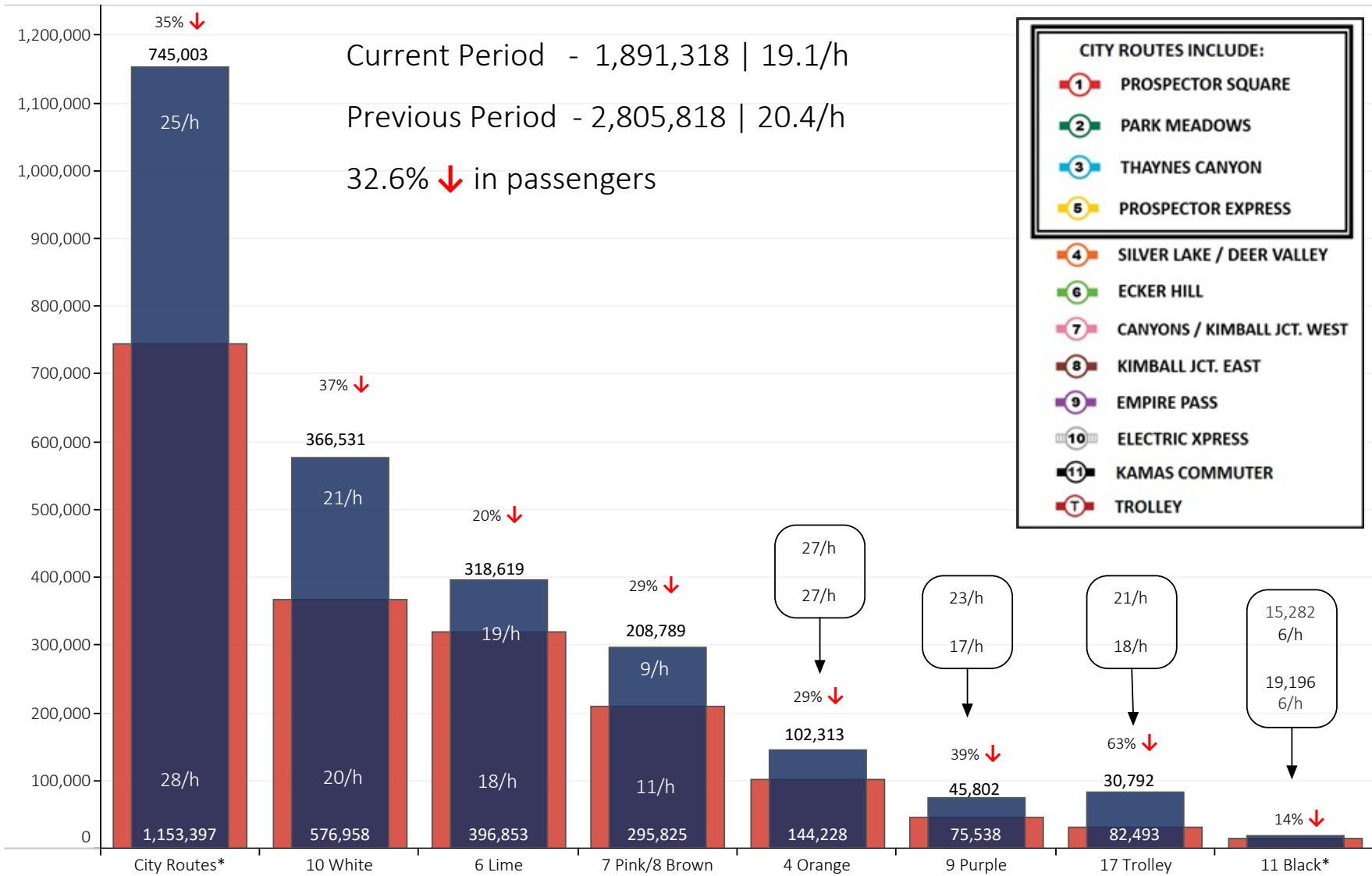
##/h = passengers per service hour, \$###.## = cost per passenger  
 All percentages represent % change.  
 Monthly totals do not include the PC - SLC Connect.  
 Passengers per service hour is rounded to the nearest whole number.  
 Figures at the top of the bar represent 2020. Figures at the bottom of the bar represent 2019.  
 2019 data no longer includes the 8 Brown route.  
 5 Yellow route did not begin until December 6th last year.



Exhibit B

Park City Transit - Monthly Annual Fixed Route Report  
(12 months - December - November)

Current 12 Months Previous 12 Months



Notes:

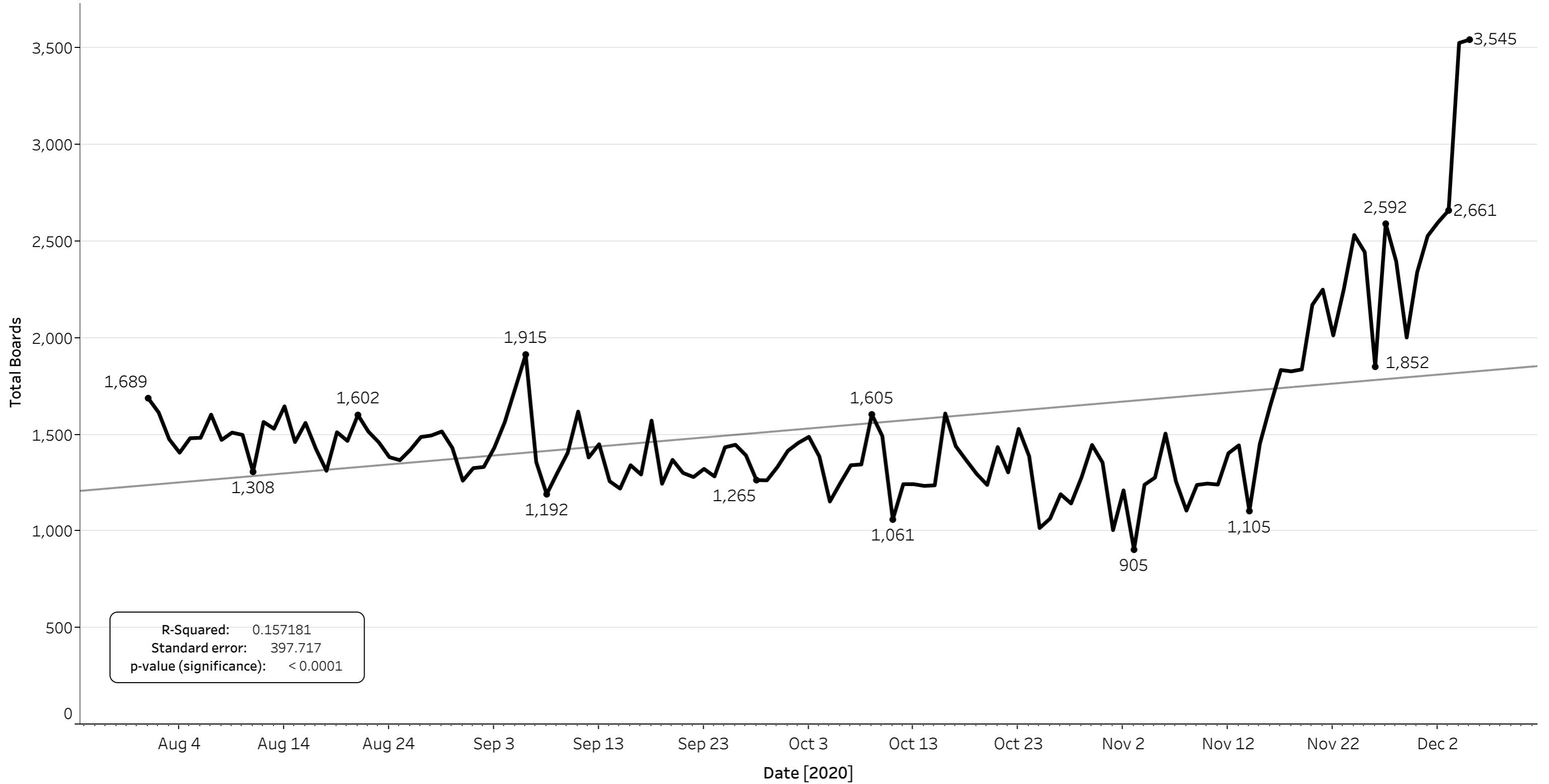
##/h = passengers per hour

Past reporting grouped "City Routes" together. In order to maintain data quality, this method was applied to the most recent reporting months even when routes have been reported individually. Total passengers for the previous period include routes that have been discontinued.



Exhibit C

Total Ridership by Day (August 1 - December 6, 2020)





**MEMORANDUM**

**Date:** December 15, 2020  
**To:** Park City Transit Joint Advisory Board (JTAB)  
**From:** Summit County Staff  
**Subject:** Monthly Ridership Reports

**Background:**

Summit County reports monthly fixed route ridership and service effectiveness metrics for the Trailside Loop, Kimball Junction Circulator and the CV Connect.

**Discussion:**

Review of monthly ridership reports and service effectiveness from November 2020.

**Trailside Loop**

Month-to-month recapture of ridership remains steady, with a nominal drop in passenger boardings between October and November. Year-over-year, the Trailside boardings are still down about 40 percent overall. However, we expect demand to increase during the winter months. Deviation requests continue to grow as riders become more familiar with the app. In November, there were 71 requests for deviations, compared to 58 during the previous month, and we enrolled an additional 32 app users.

Please refer to Exhibit A.

Winter service for the Trailside Loop began December 1, providing 15-minute peak service (6AM –8AM) and 30-minute off-peak service (until 11:30PM).

On-time performance was 93% in November. We received two customer complaints during November, both regarding the same, missed, early morning trip.

**Kimball Junction Circulator**

Ridership is building back on the Circulator service - 583 passengers in October and 644 during November; a ten percent increase. Although still down about 80 percent from 2019, this is a slight improvement from the October 2019-2020 comparison. During November, most riders were boarding/alighting between 2PM and 5PM at either the Kimball Junction Transit Center or the Outlets.

As of December 1, the Circulator has been restored to 15-min frequency, 9AM – 10PM, daily.

Please refer to Exhibit B.

**CV Connect**

The CV Connect On-Demand service began 2020-2021 operations on November 20, 2020. As during the previous ski season, this service is a fully on-demand ride request service operating within the entire Canyons Village area, along with the Red Pine and The Timbers neighborhoods. Transit service is available between 7AM-10PM, daily. This is a fare-free service jointly funded by Summit County and the CVMA. CV Connect ridership just under 2,000 rides to date; 500 of which started or ended within the County-sponsored zone.

**Consistency with Adopted Plan:**

Measuring performance is consistent with the Traffic and Transportation Master Plan and the Transportation Demand Management Plan.

**Additional Information:**

If you have any questions or comments regarding this item, please contact Summit County, Caroline Rodriguez [crodriguez@summitcounty.org](mailto:crodriguez@summitcounty.org) or Jamie Dansie [jdansie@summitcounty.org](mailto:jdansie@summitcounty.org)

**Attachments:**

Exhibit A-8 Brown/Trailside Boardings by Month

Exhibit B-Kimball Junction Circular Boardings by Month

