



Park City and Summit County Joint Transit Advisory Board
June 15, 2021

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MEETING AGENDA

Park City and Summit County Joint Transit Advisory Board

MEETING DATE: June 15, 2021
TIME: 10:00 am – 11:00 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>

NOTICE OF ELECTRONIC MEETING AND HOW TO COMMENT VIRTUALLY:

The Chair issued a written determination that because of the public health emergency, conducting a meeting with an anchor location presents a substantial risk to the health and safety of those who may attend in person. This determination is based on the ongoing risks and infection rates statewide and in Summit County. For these reasons, this meeting will be an electronic meeting without an anchor location. Joint Transit Advisory Board members will connect electronically. Public comments will be accepted virtually. To comment virtually, use eComment or raise your hand on Zoom. Written comments submitted before or during the meeting will be entered into the public record but will not be read aloud. For more information on attending virtually and to listen live, please go to www.parkcity.org.

DATED: June 15, 2021

1. Roll Call
2. 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.

3. Consent Items

None

4. Discussion Items

- a. Consideration to Approve the JTAB Meeting Minutes from March 16, 2021
- b. ADA Coordination (Caroline Rodriguez and Kim Fjeldsted)
- c. High Valley Transit District Update (Kim Carson)
- d. Park City Transit Operational Updates (Kim Fjeldsted)

5. Next Meeting



This is the final JTAB meeting

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 or Caroline Rodriguez at (435) 336-3113 or 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)
March 16, 2021 Meeting Minutes**

The JTAB of Park City and Summit County, Utah, met in open meeting on March 20, 2021 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 9:05 AM. All in attendance were recorded and announced by Cindy Stockley.

Attendee Name	Title	Status
Roger Armstrong	Councilor-Summit County	Present
Chris Robinson	Councilor-Summit County	Present
Tim Henney	Councilor-Park City	Present
Steve Joyce	Councilor-Park City	Present
Caroline Rodriguez	Summit County Staff	Present
Jamie Dansie	Summit County Staff	Present
Derrick Radke	Summit County Staff	Present
Matt Leavitt	Summit County Staff	Present
Kim Carson	Board of Directors	Present
Sarah Pearce	Park City Staff	Present
Kim Fjeldsted	Park City Staff	Present
Scott Burningham	Park City Staff	Present
Robbie Smoot	Park City Staff	Present
Andy Stevenson	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:

No public comments

DISCUSSION ITEMS

A. Review/Acceptance and approval of the February 9, 2021 meeting minutes

<p>RESULTS: APPROVED AYES: Board members Steve Joyce, Tim Henney, Chris Robinson, Roger Armstrong,</p>

- **B. Transit Sales Tax Overview- (Derrick Radke)** TST sales tax ordinance was voted on an approved January 1, 2017. County estimated originally that the average would be about \$5million a year county sales tax.
- Combined teams identified and agreed to about \$100Million worth of projects between all of them. The group came up with an amount of \$35.8 million for the first 5 years. Funds are \$10.8 PAG and \$25M from Bond Proceeds. Total spent to date \$26.6M. COG has the authority and makes the decision to councils.
- Resulted in overwhelming success of the Sales Tax Initiatives for Transportation and Transit.
 - 77% Approval for Transportation Infrastructure Projects
 - 69% Approval for Transit Service Improvements
- The remaining projects will need to be readdressed by the COG for priority and recommendation to the County Council.
- It is anticipated that the 5-year programming that was established previously will be followed again.
- The County will likely issue a second series of bonds the amount to be determined by available funds according to County financial policies.

Steve Joyce-Concerned that 90% of our money is tied up to PAG and not being spent. He would like to address the 90% tied up in PAG. Approved \$10.6M we have \$9.6 unspent. Is the process to pull the money back if projects are not getting implemented and completed? Is there a cap on the bond money we should be spent every year? Do we need to think about putting a cap on bonding out projects to make sure we do not max out money and cannot cover other projects?

Derrick Radke-We need to review and push the projects out to spend the money. The remaining projects will need to be readdressed by the COG to priority and recommendation to county councils.

Tim Henny-Asked who has authority over the TST program. Would like to know who would set the program and the authority over the money. Is this an issue with COG or city councils, do we need to review this with the each city councils and bring concerns back to COG? Check and balances will help all of us understand the funding.

Roger Armstrong-Concerned about the amount of money remaining. Would like each entity to look over their projects and make sure that the money still needs to be allocating to the projects.

Caroline Rodriguez-Wanted to make some clarifications. 1. Regarding the counties portion of the Bike Share that money was intended to pay for capital replacement and we have not reached the useful life on the bikes, this money is being used as intended. County does not pay operational fees annually and that is why you do not see an annually debit. 2. The Park City Summit County joined line item SR224 project is currently underway and a consultant has been hired and the reimbursement requests will be coming and the project will be expended in 2021.

Julie Collins: Park City looking programming all of city funds. Reviewing all of our capital projects and applying our funding. Park City just completely the big capital project on the Kearns pedestrian tunnel project which took a lot of staff resources time and spending. We have a few large payments remaining that will be submitted for the project. In addition Park City partnered with UDOT to start on the westbound SR248 bus lane. Our next big capital project will be the Arts

& Culture District to where our capital funds can best be used. Park City Park and Ride with Park City and Summit County. We will be presenting to our council tomorrow.

Matt Leavitt-County fiscal revenue bond policy is they will only distribute maximum annual debt services payment of 50% of the revenue bond money.

Additional Mass Transit Tax AMT-(Matt Leavitt) Transit & Transportation Taxes

State and local governments recognized that infrastructure construction and maintenance were underfunded.

In 2016 Summit County placed two sales tax initiatives on the ballot for voter approval. Both taxes are county-wide.

Additional Mass Transit Tax (2nd Qtr.) – 0.25%

County Option for Transportation Tax (3rd Qtr.) – 0.25%

In 2018 the County Council approved two additional county-wide sales taxes.

County Option for Transportation Infrastructure (4th Qtr.) – 0.25%

County Option for Transit (5th Qtr.) – 0.20%

Current total amount collected from the AMT to date is \$17.9 million.

Uses of the 2nd Quarter are determined by interlocal agreement between Summit County and Park City Municipal.

- Based on point of sale after considering KJ Circulator, 6 Lime, 10 White, 11 Black, and PC/SLC Connect midday service.
- Current monthly average point of sale is 58.2% Summit County and 41.8% Park City Municipal.
- Approximately \$4.0M - \$4.5M has not been utilized by the two transit systems.

County Option for Transportation Infrastructure (4th Qtr)

Recipient entities may use the 4th Quarter for road projects, transportation facility, public transit, forms of conveyance used by the public, or corridor preservation. Uses are determined by the local governing body.

Summit County gets \$750,000 Park City Transit gets \$990,000

Chris Robinson-How is this calculated and divided by tax commission or county. County divides the distribution. We need to have each staff, finance departments and tax commission work together to figure this out.

Steve Joyce-County figured and come up with the amounts that the tax comes up with. We need to figure and work this out between county tax commissions. Feels that the County is getting more of the taxes and park city has a bigger transit system. It seems as though Summit County gets the lion share of the money. One slide shows Park City at 55% POS and another one slide shows 42% POS. We would like this explained and a deeper dive do on the calculations. We would like Qtr. 2, Qtr. 4 we get & Qtr. 5 looked into and figured out after the joint items are pulled out and the percentages should be more 50/50. We need to set a simply format moving forward to be split up money. Summit County is getting \$6.7million and \$1.6million goes to Park City.

Tim Henney-Would like 3rd Qtr clarified. A portion of the tax is taken away from park city. What percent do we keep out of the 100%? He would like the councils to have a work session to go over the TST and the separations. He would like to set up the policies to send to the staff.

Roger Armstrong-We are working on budget and the High Valley Transit we have not have time to discuss the TST. We need to come up with the funding to bring back to board on how is PC funds allocated with the board. As we go forward we have three terms coming about with the separation and launching the Regional transit and need to make sure it is successive as well has working with further regions.

Chris Robinson-Would like to policy clarified from Summit County finance on how the portions are separated. He feels the ball is in Summit counties court to bring back information for Park City to be able to take to their council.

B. High Valley Transit District Update (Kim Carson) Board was setup to include the council members and updated the ordinance. Working on ILA for support services with Summit County. Are hoping to adopt the policy and procedures during council meeting March 25th. Presented a draft service plan last meeting and shared with PC staff and council to present to staff. Hoping to adopt service plan by April 8th. On track to start service on June 30th.

C. Spring Service Proposal (Scott Burningham)

Transit Spring Service

Park City Transit will begin spring service on April 11, 2021. Spring service will have the customary shoulder season reduction in service. The adjustments below are similar to past spring schedules, but with the key reductions. We may need to adjust the service once the Regional service starts up in July. We will be working closely with Summit County and High Valley to connect up with our services.

- 6 Lime frequencies will reduce from 15 minutes during peak times to 30 minutes and will run from 5:45 am – 11:45 pm.
- The Early Morning/Late Night Citywide service will end.
- 4 Orange services will end.
- 9 Purple services will end.
- New this spring, based on anticipated demand, the Yellow route will stay in service to ensure 15-minute frequency in the Prospector Square area and maintain service in the Bonanza Drive area.
- The Red, Green, and Yellow will remain the same with minor adjustments to time points.
- Pink, White, and Black will remain the same.

RESULTS: APPROVED

AYES: Board members Steve Joyce, Tim Henney, Chris Robinson, Roger Armstrong,

Operational Update (Caroline Rodriguez)

Ridership is still down, but it is starting to move up.

PC-SLC Connect Update- Caroline Rodriguez

We are waiting for more information from UTA on data. They have to have internal meetings before they can report to us.

Operational Updated (Kim Fjeldsted)

Federal mask mandate for Public Transit-The mandate has not been lifted and asked County to help support and relay that information to their riders using transit to help manage the mandate.

American Rescue Plan Act- New funding coming into transit systems. There are stipulations and to use you have to provide that we did not lay off any employees and all money has to be used. We have not laid off any positions other than or normal seasonal operators.

5 Gillig electric buses was the vendor awarded the contract and will be coming our way. UTA did the RFP's with the vendors and UTA awarded Gillig with the contract.

Chris Armstrong-Ask how the charges are being paid that will be paying into the funding.

Kim Fjeldsted- Park City has existing funds in 5311, 5309, VW settlement fund, local match and Part with UTA match. This is summarized in the report presented to Park City Council in April.

Remarkable Rider-Started the Remarkable Rider program and we have our first nominated winner and would like to congratulate rider Bev Harrison. Moving forward anyone can vote for the rider and the drivers will be able to participate in voting. It will be presented and awarded every quarter.

Meeting adjourned at 10:51 AM

Next meeting:

Tuesday, April 20, 2021 at 9:00 AM

Respectfully Submitted:

Cindy Stockley-Park City, Transit Department, JTAB Recorder



MEMORANDUM

Date: June 15th, 2021
To: Joint Transit Advisory Board
From: Park City and Summit County Staff
Subject: Paratransit Service Coordination

Paratransit Service

Beginning July 1, 2021, "Valley Ride" (operated by High Valley Transit) will be providing ADA Complementary Paratransit service. Park City Mobility will continue to provide ADA service as long as the trip begins within Park City boundaries.

With the start-up of Summit County's regional transit system called High Valley Transit, some eligible riders will now be served by Valley Ride. Depending on where the journey ends or begins, there may be some overlap between who provides a rider's ADA Complementary Paratransit service. Both services will remain **fare free**. Riders who are currently eligible for Park City's Paratransit service will be automatically eligible for Valley Ride's service as well.

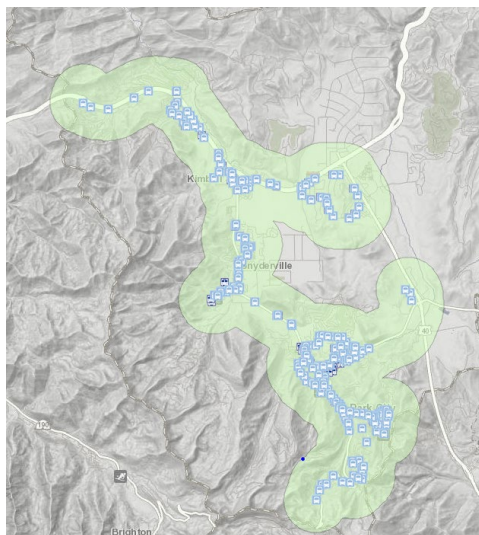
If the trip originates in Park City Municipal's boundaries and ends in Summit County outside of Park City boundaries (within the area Park City Transit is currently servicing as of June 2021*), Park City Transit is responsible for that trip, and the rider should contact Park City ADA dispatch to schedule it.

For the return trip, the rider needs to contact Valley Ride directly, and they will take the rider back to Park City. For round trips within Park City, Park City Mobility will schedule and provide the entire trip. Round trips within the county, outside of Park City, will be scheduled and provided by Valley Transit.

Additional Information:

If you have any questions or comments regarding this item, please contact Kim Fjeldsted, Park City's Transit Manager at Kim.fjeldsted@parkcity.org or Caroline Rodriguez, Summit County's Regional Transportation Planning Director and Acting General Manager for High Valley Transit at crodriguez@highvalleytransit.org.

* Park City Mobility Service Area as of June 2021





MEMORANDUM

Date: June 15, 2021

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

From: Park City Staff

Subject: Monthly Ridership Reports & Feedback Report

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.

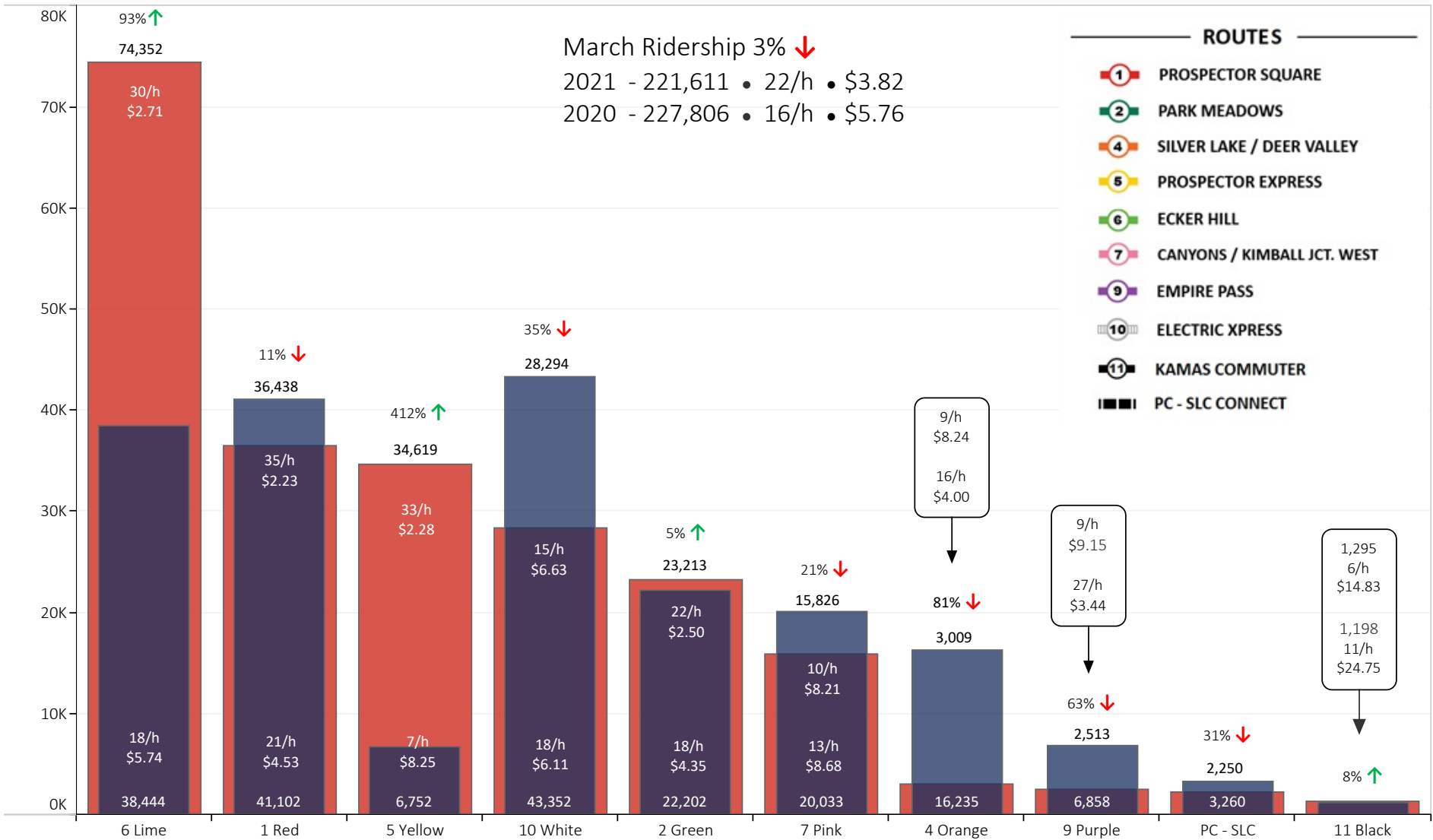
Exhibits:

- Exhibit A.1** – March Fixed-Route Ridership Report
- Exhibit A.2** – April Fixed-Route Ridership Report
- Exhibit A.3** – May Fixed-Route Ridership Report
- Exhibit B.1** – March 12-Month Rolling Ridership Report
- Exhibit B.2** – April 12-Month Rolling Ridership Report
- Exhibit B.3** – May 12-Month Rolling Ridership Report
- Exhibit C.1** – March Daily Total Ridership 1-Year of COVID (March 13, 2020 – April 8, 2021)
- Exhibit C.2** – Current Ridership Trend (January 1, 2021 – June 8, 2021)
- Exhibit D** – Quarterly Feedback Report (January 2021 – March 2021)

Exhibit A.1

Park City Transit - March 2021 Fixed Route Ridership

2020 2021



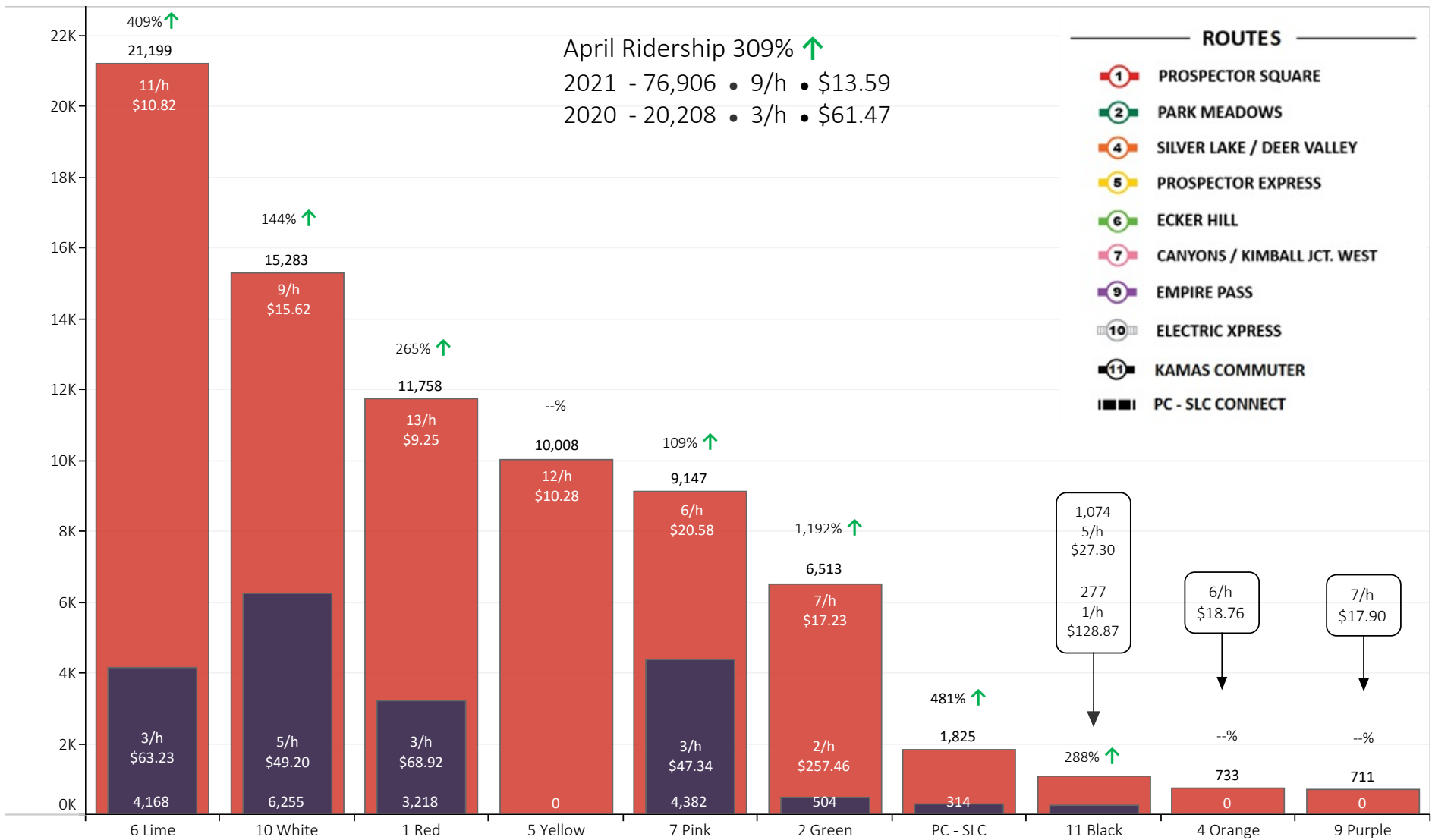
##/h = passengers per revenue hour, \$##.## = cost per passenger
 All percentages represent % change.
 Monthly total ridership does not include the PC - SLC Connect.
 Passengers per service hour is rounded to the nearest whole number.
 Figures at the top of the bar represent 2021. Figures at the bottom of the bar represent 2020.



Exhibit A.2

Park City Transit - April 2021 Fixed Route Ridership

2020 2021



##/h = passengers per revenue hour, \$##.## = cost per passenger

All percentages represent % change.

Monthly total ridership does not include the PC - SLC Connect. 2020 monthly total includes 8 Brown.

Passengers per service hour is rounded to the nearest whole number.

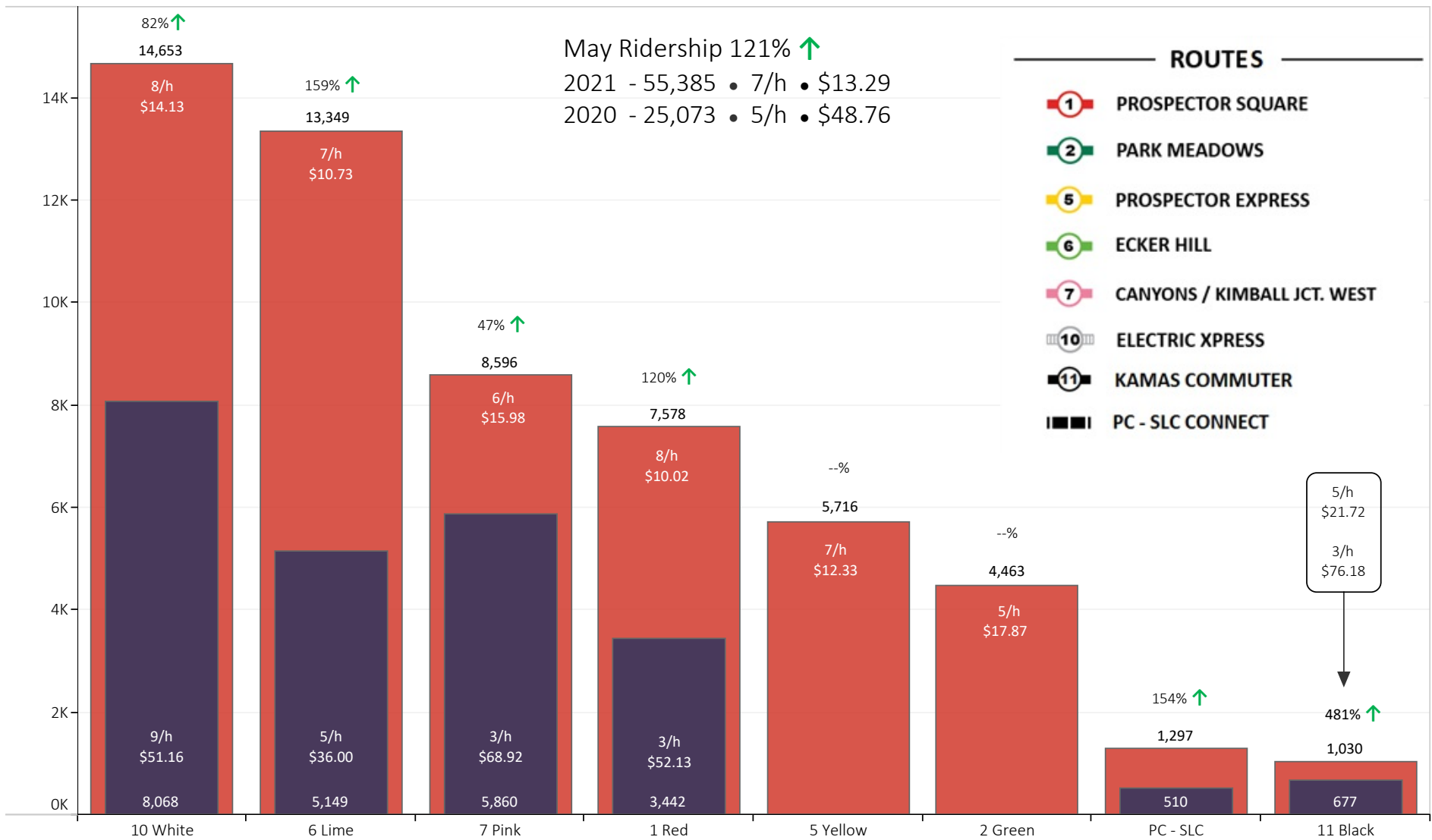
Figures at the top of the bar represent 2021. Figures at the bottom of the bar represent 2020.



Exhibit A.3

Park City Transit - May 2021 Fixed Route Ridership

2020 2021



- ROUTES**
- 1 PROSPECTOR SQUARE
 - 2 PARK MEADOWS
 - 5 PROSPECTOR EXPRESS
 - 6 ECKER HILL
 - 7 CANYONS / KIMBALL JCT. WEST
 - 10 ELECTRIC XPRESS
 - 11 KAMAS COMMUTER
 - PC - SLC CONNECT

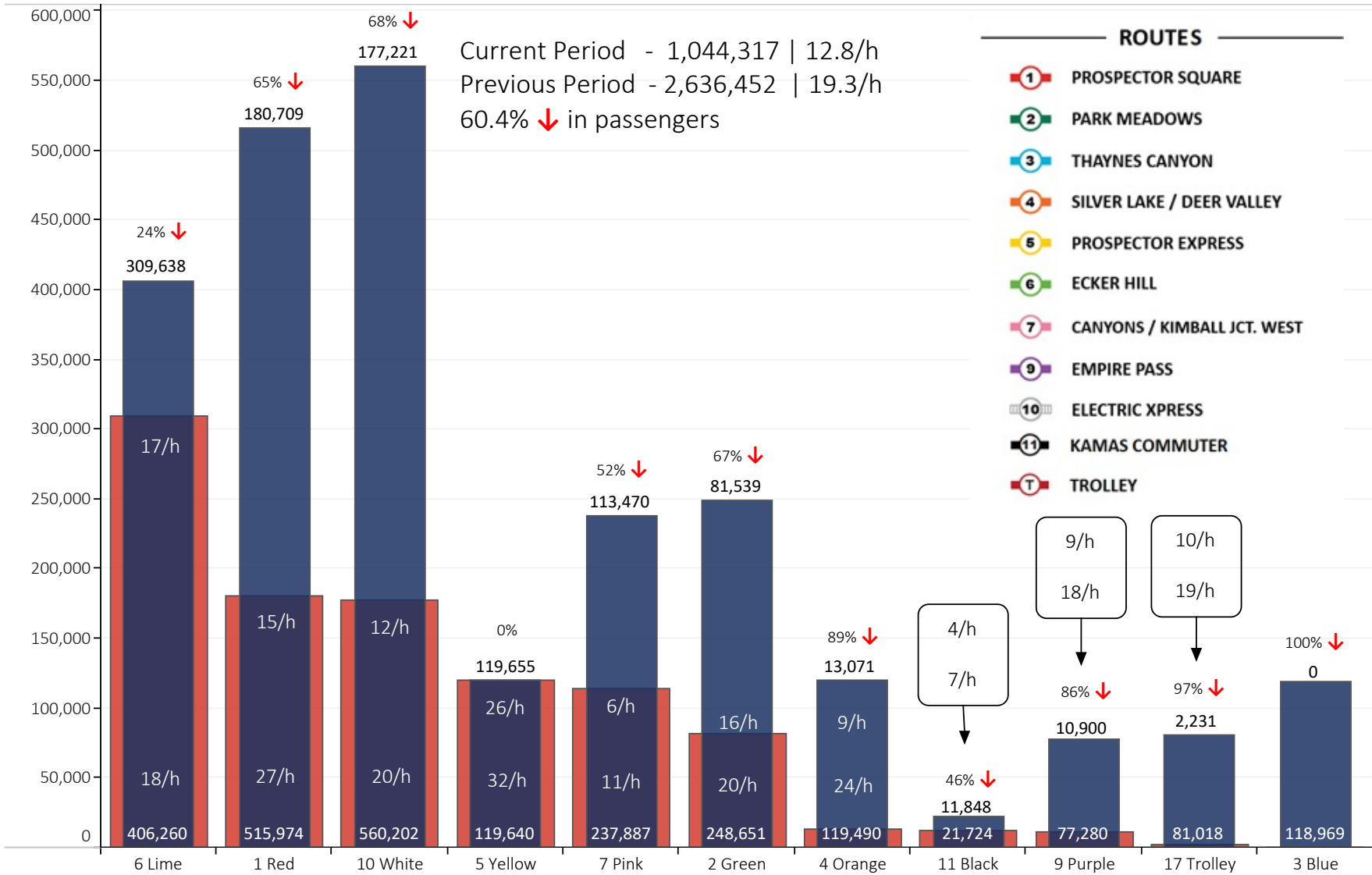
##/h = passengers per revenue hour, \$##.## = cost per passenger
 All percentages represent % change.
 Monthly total ridership does not include the PC - SLC Connect. 2020 monthly total includes 8 Brown.
 Passengers per service hour is rounded to the nearest whole number.
 Figures at the top of the bar represent 2021. Figures at the bottom of the bar represent 2020.



Exhibit B.1

Park City Transit - Monthly Annual Fixed Route Report
(12 months - April - March)

Current 12 Months Previous 12 Months



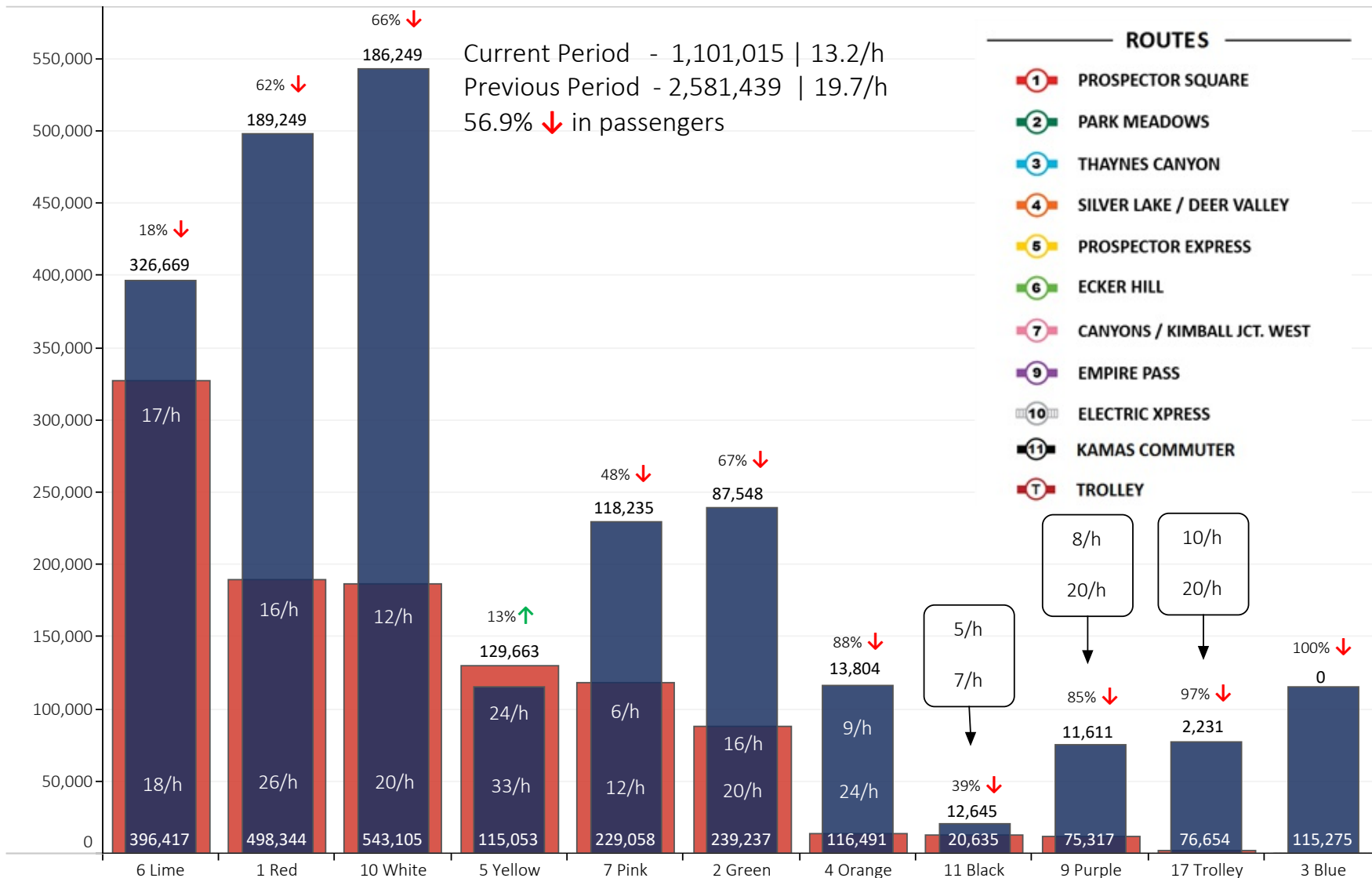
Notes:
##/h = passengers per hour
Some routes contributing to the total are not shown such as AM/PM City Wide and Special Services.



Exhibit B.2

Park City Transit - Monthly Annual Fixed Route Report
(12 months - May - April)

Current 12 Months Previous 12 Months



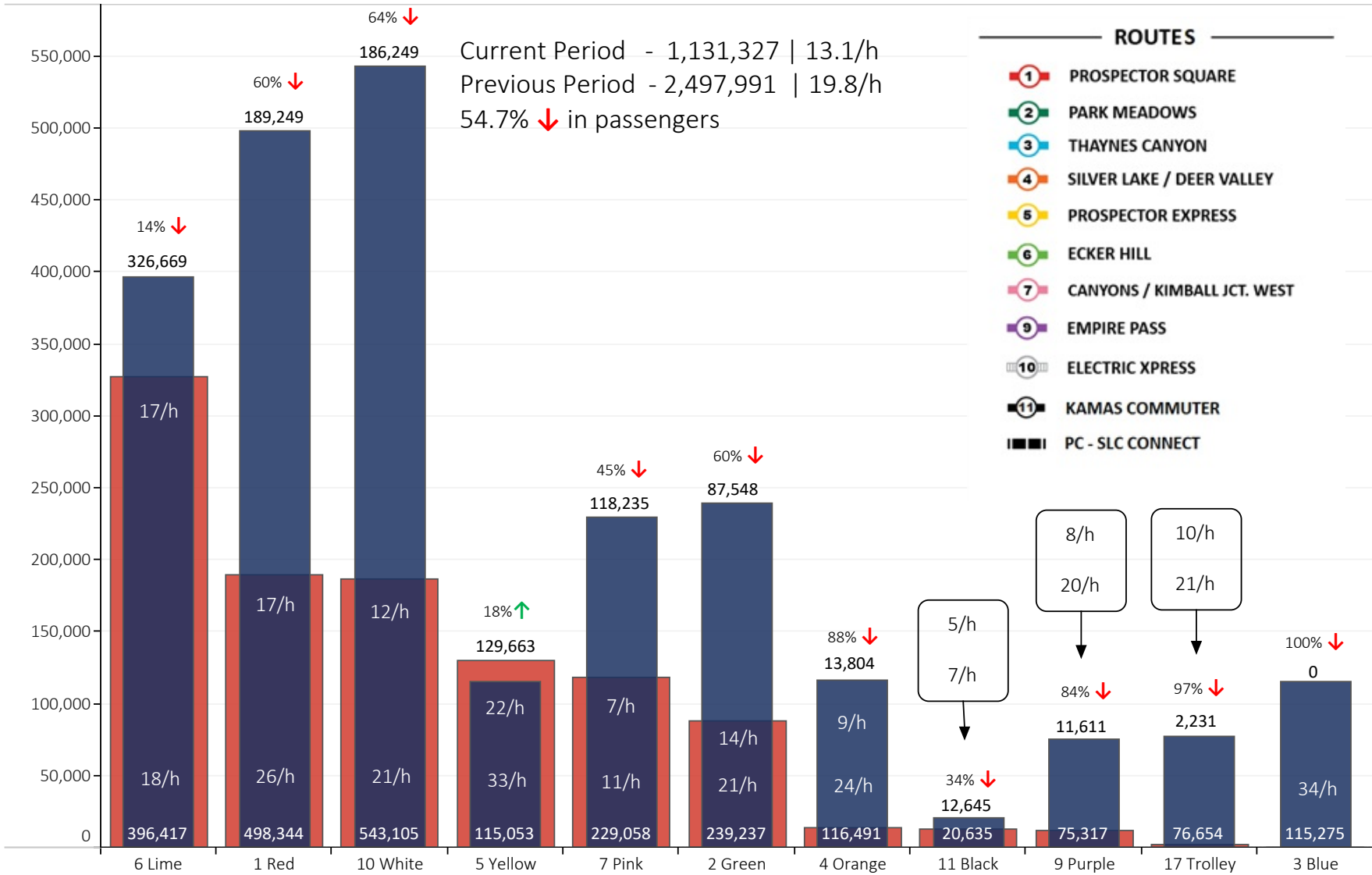
Notes:
##/h = passengers per hour
Some routes contributing to the total are not shown such as AM/PM City Wide and Special Services.



Exhibit B.3

Park City Transit - 12 Month Rolling Fixed Route Ridership Report
(12 months - June - May)

Current 12 Months Previous 12 Months



Notes:
##/h = passengers per hour
Some routes contributing to the total are not shown such as AM/PM City Wide and Special Services.



Exhibit C.1

Total Ridership by Day (March 13, 2020 - April 8, 2021)

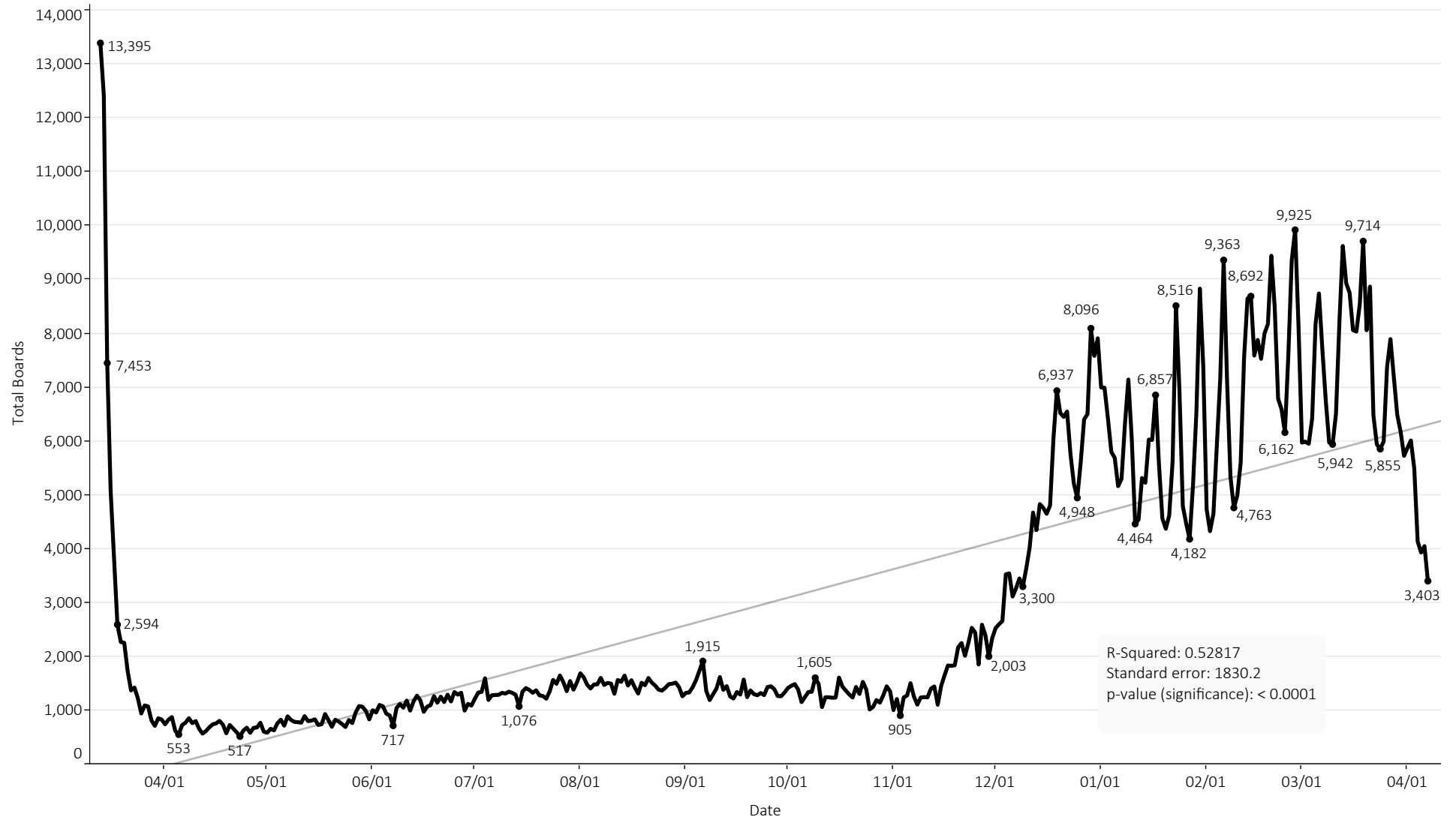


Exhibit C.2

Total Ridership by Day (January 1, 2021 - June 8, 2021)

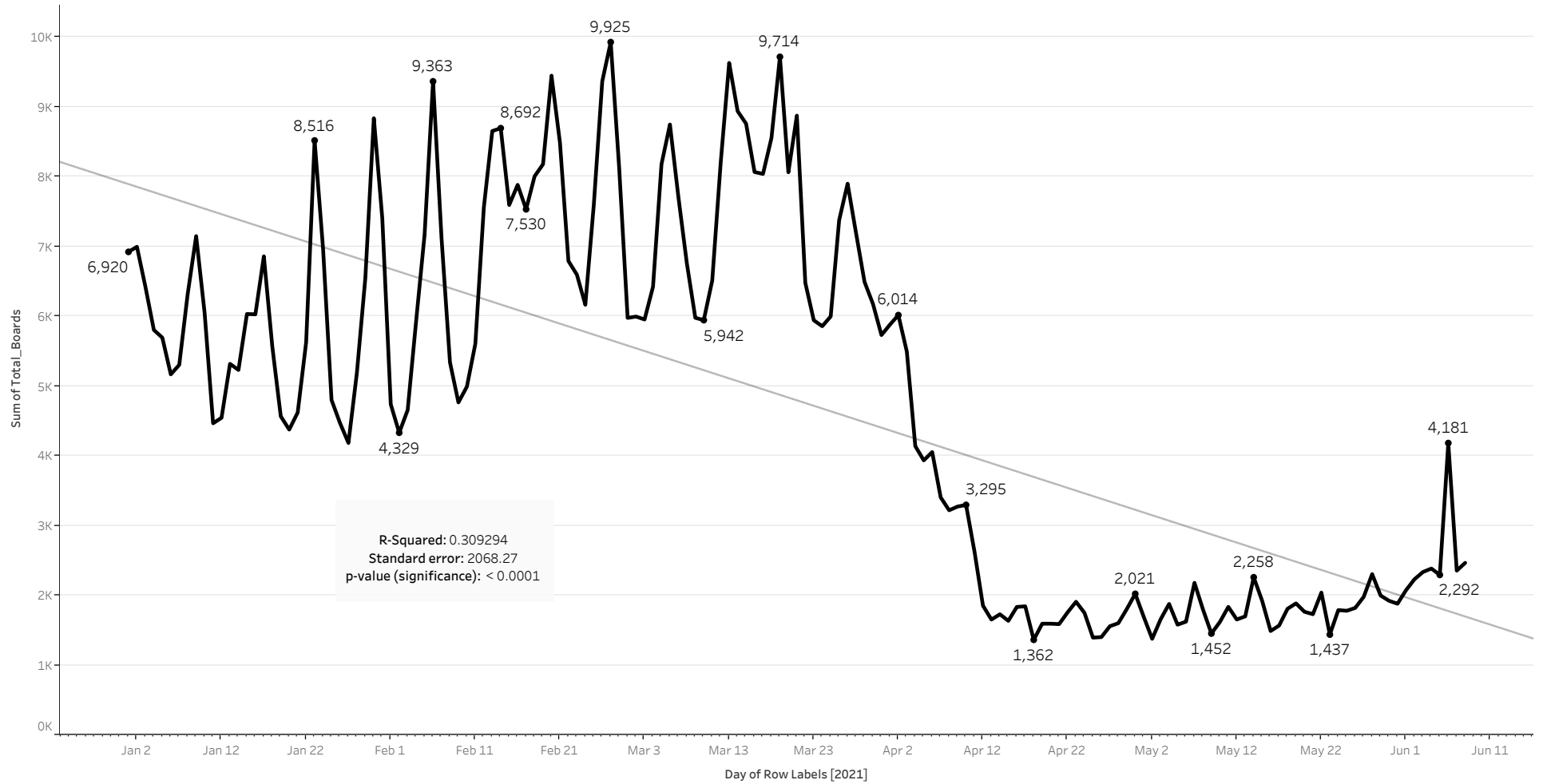
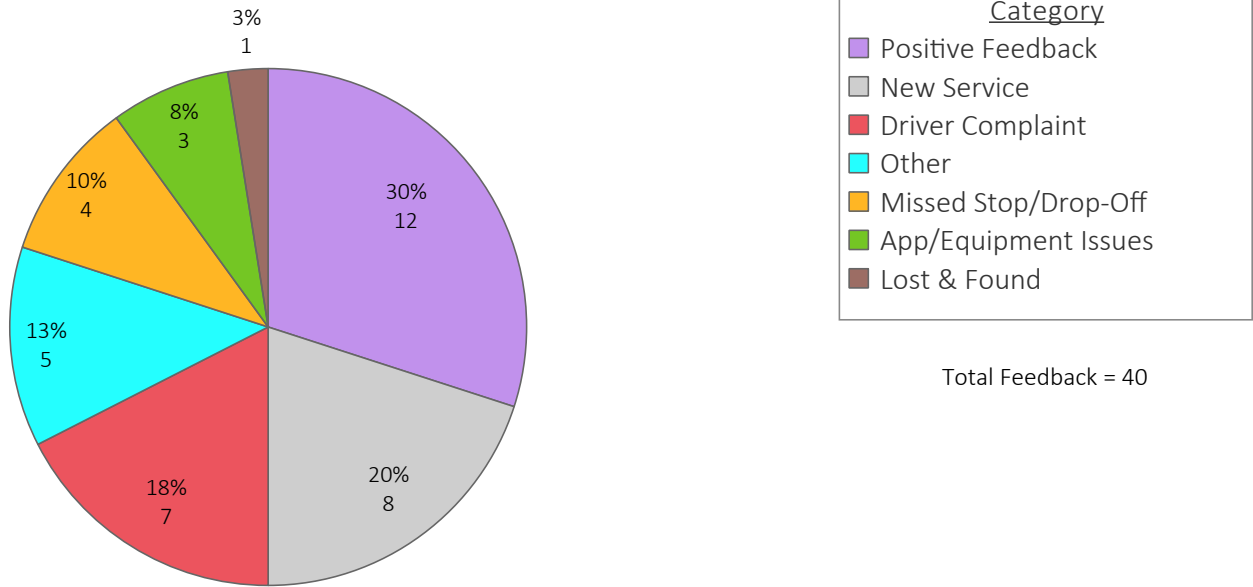
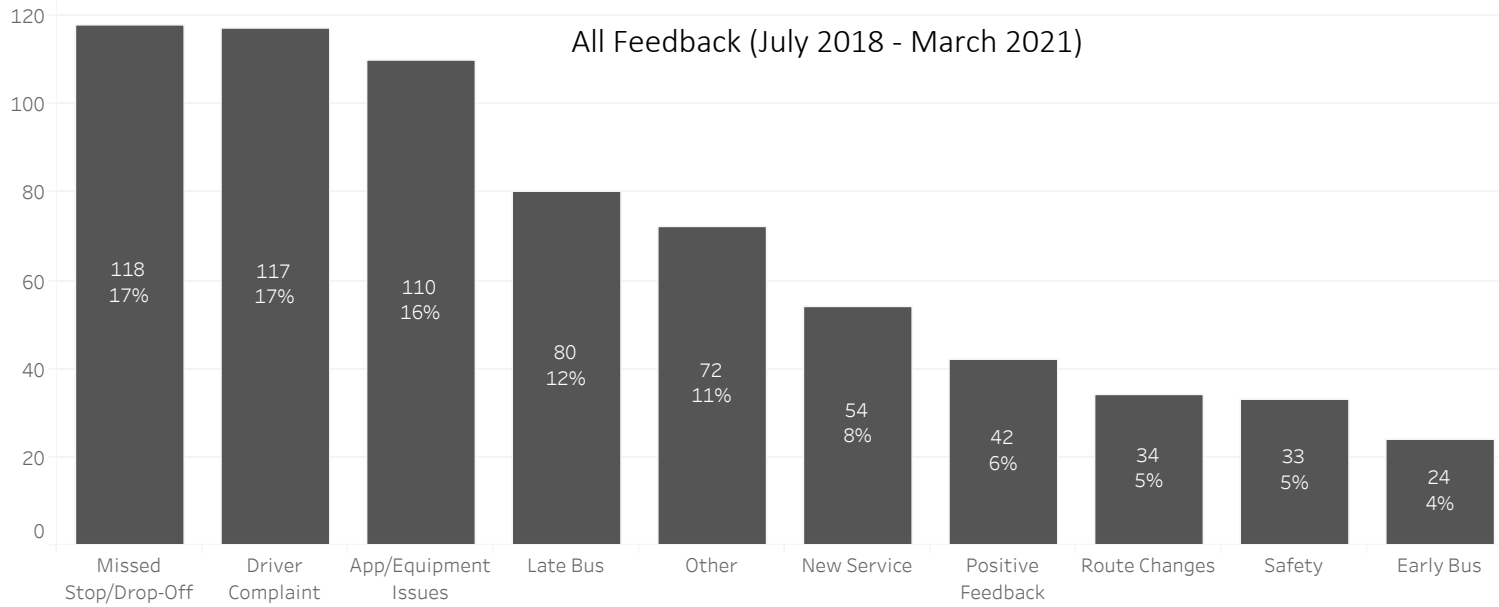


Exhibit D

Feedback (January 2021 - March 2021)



All Feedback (July 2018 - March 2021)





Date: June 15th, 2021
To: Park City Transit Joint Advisory Board (JTAB)
From: High Valley Transit Staff
Subject: Monthly Ridership Reports

Background

High Valley Transit reports monthly fixed route ridership and service effectiveness metrics for the Trailside Loop, Kimball Junction Circulator, CV Connect, and the Micro service.

Discussion

Review of monthly ridership reports and service effectiveness from April 2021 and May 2021 and historical comparisons.

Trailside Loop

Ridership decreased 27% from March to April 2021, although is likely a seasonal decrease. For comparison, 8 Brown ridership decreased 45% from March to April 2019. April 2021 had 27% more riders than April 2020, and May 2021 had 5% fewer riders than May 2020. Both April and May 2021 were around 45% of the 8 Brown April and May 2021 ridership.

Please see Exhibit A.

Deviation Requests

March: 4
April: 1
May: 0

Enrolled app users (all time)

March: 282
April: 298
May: 315

On-time performance

March: 95%
April: 95%
May: 97%

Kimball Junction Circulator

Ridership decreased 30% from March to April 2021 and 19% from April to May 2021. This again mirrors seasonal decreases in 2019 pre-COVID, when ridership decreased 55% and 24%, respectively. The Kimball Junction Circulator did not run in April or May 2020, but May 2021 ridership is 260% greater than July 2020 ridership (the first month of operation after the COVID-19 closures).

Key Destinations

Typical with most months, the highest ridership was between 2PM and 6PM and the most popular stops were the Kimball Junction Transit Center and the Outlets.

Please see Exhibit B.

CV Connect

This service is a fully on-demand ride request service operating within the entire Canyons Village Management 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 service ended for the season on April 11, 2021 at the conclusion of Vail's ski season.

CV Connect logged 9,183 trips that carried 21,490 passengers during the month of March; roughly a third of which started or ended in the County-sponsored zone. From April 1-11, the CV Connect logged 1,708 trips that carried 3,790 passengers; roughly a third of which started or ended in the County-sponsored zone. During the CV Connect season (November 20th – April 11th), the service logged 32,246 trips that carried 76,160 passengers. Roughly a third of these trips started or ended in the County-sponsored zone. Total ridership was slightly higher than the 2019/2020 season, which served 75,770 riders.

Micro

High Valley Transit's Micro service launched May 17th, 2021 at 10am. Micro is an on-demand transit service that operates seven days a week from 5am to 1am. Passengers can book rides by using the High Valley Transit app or via telephone. As of May 31st, there were 1,102 accounts created and 199 riders had completed at least one booking.

In the first 15 days of service, Micro served 811 passengers for a total of 654 rides. About 46% of riders were picked up between 12pm and 5:59pm. The Kimball Junction area was the most popular pickup and drop-off location.

Please see Exhibit C.

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 High Valley Transit, Caroline Rodriguez (crodriguez@highvalleytransit.org), Jamie Dansie (jdansie@summitcounty.org), or Isabel Hanewicz (ihanewicz@highvalleytransit.org).

Attachments

Exhibit A – Trailside Ridership, Dec. 2020 – May 2021
Exhibit B – Kimball Junction Circulator Ridership by Month
Exhibit C – Micro Daily Passenger Count, 5/17 – 5/31

Exhibit A

Trailside Ridership, Dec. 2020 - May 2021

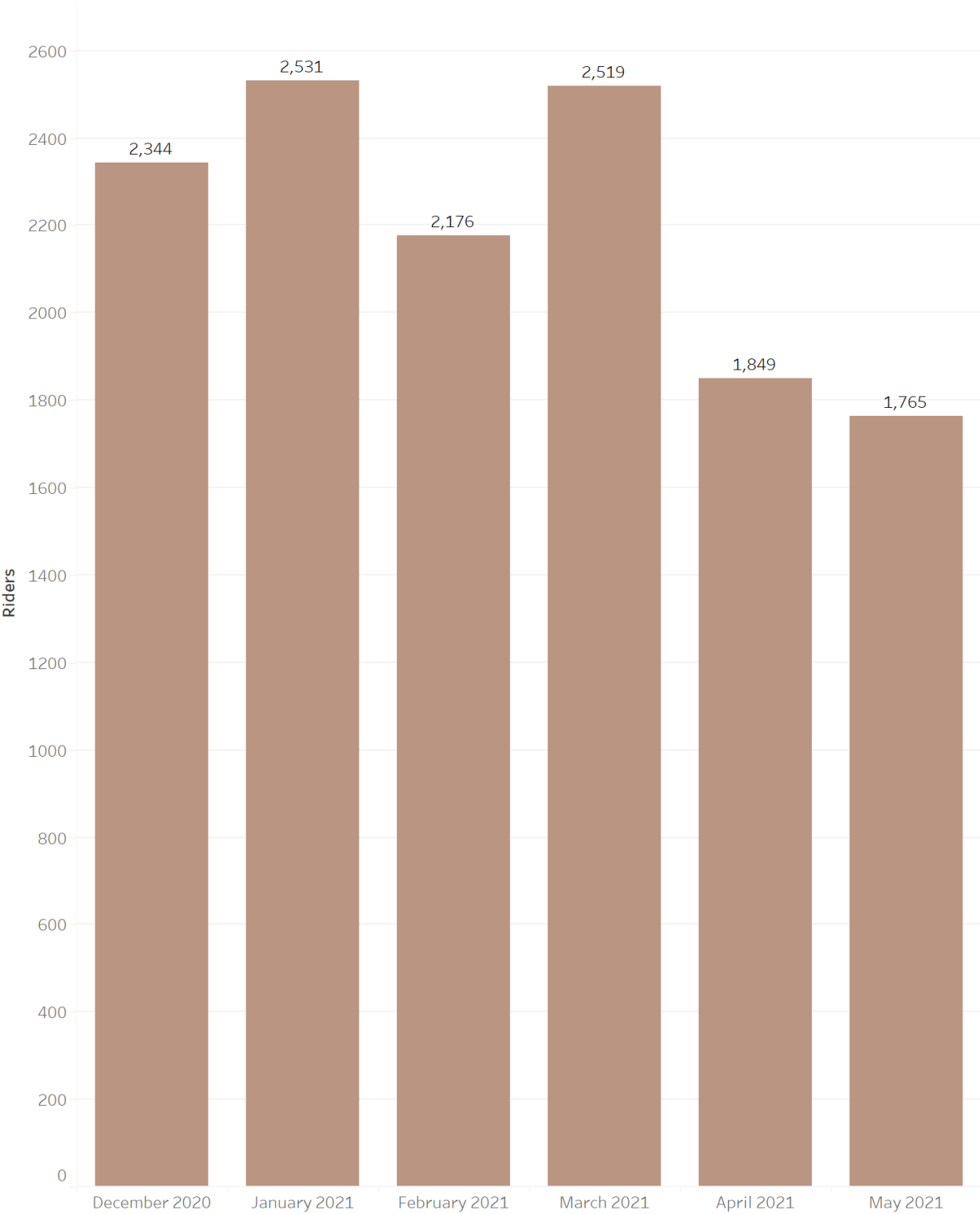


Exhibit B

Kimball Junction Circulator Ridership, Dec. 2020 - May 2021

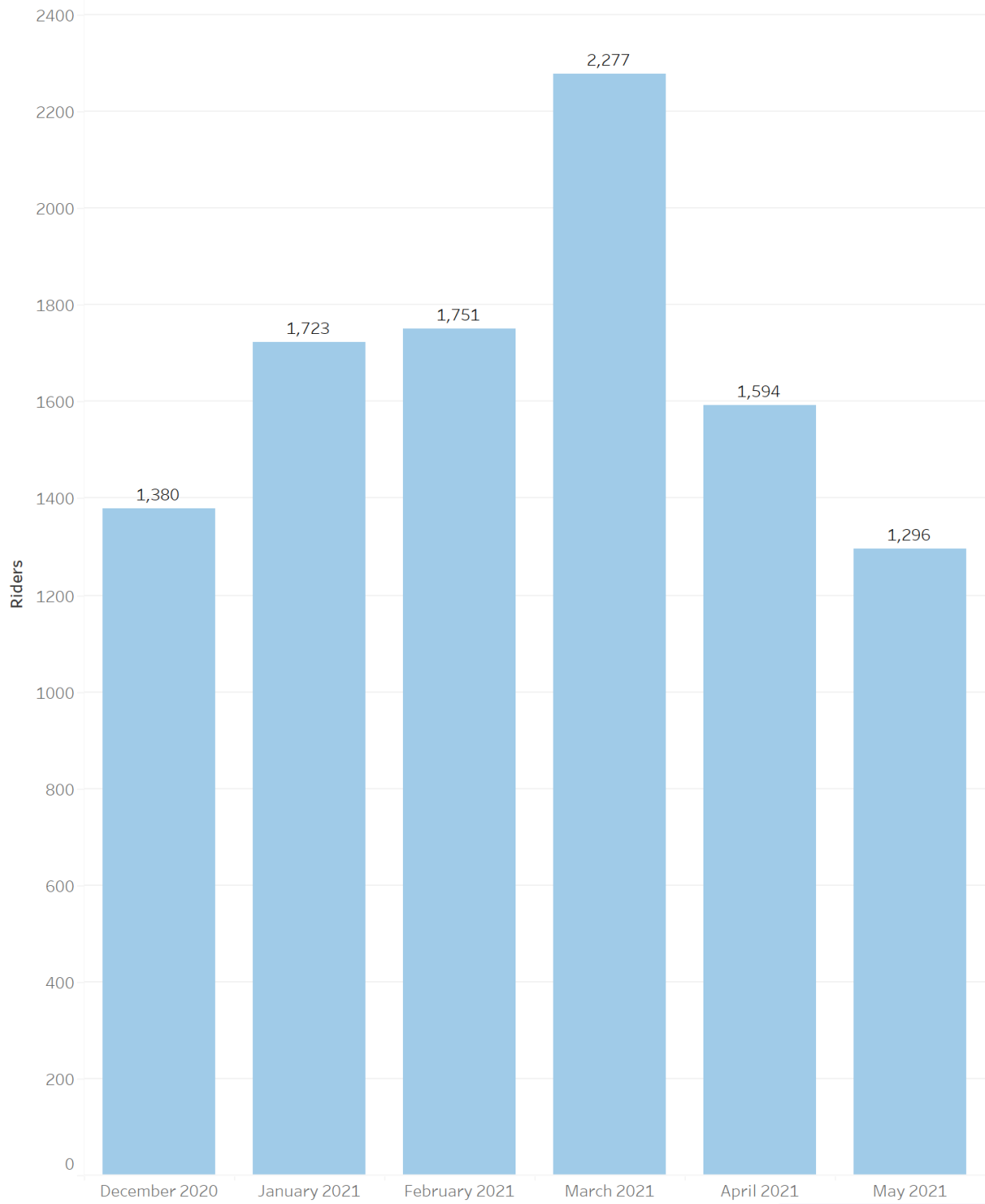
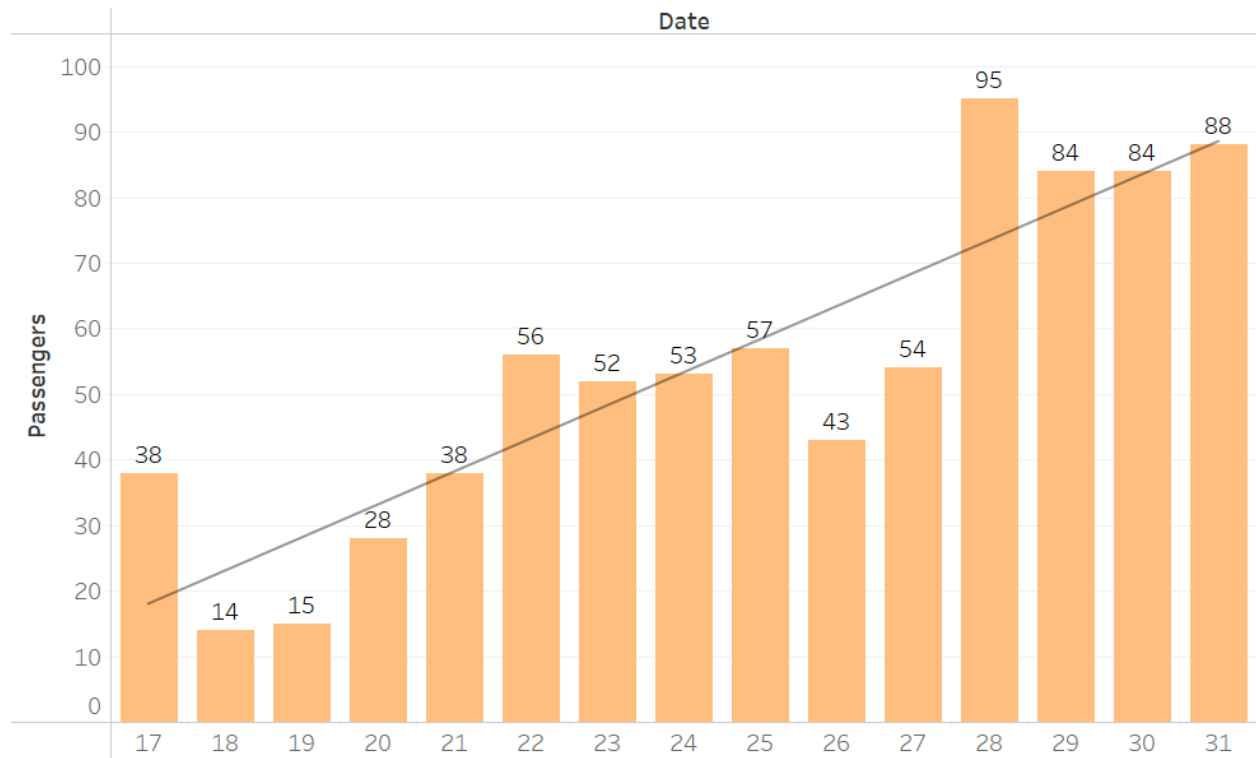


Exhibit C

Micro Daily Passenger Count, 5/17 - 5/31



Appendix

The following tables are provided as additional reference of pre- and post-COVID ridership numbers for 8 Brown/Trailside and the Kimball Junction Circulator.

Exhibit A1 – 8 Brown/Trailside Ridership, Pre- and Post-COVID Comparisons

Exhibit A2 – Kimball Junction Circulator Ridership, Pre- and Post-COVID Comparisons

Exhibit A1

8 Brown/Trailside Ridership, Pre- and Post-COVID Comparisons

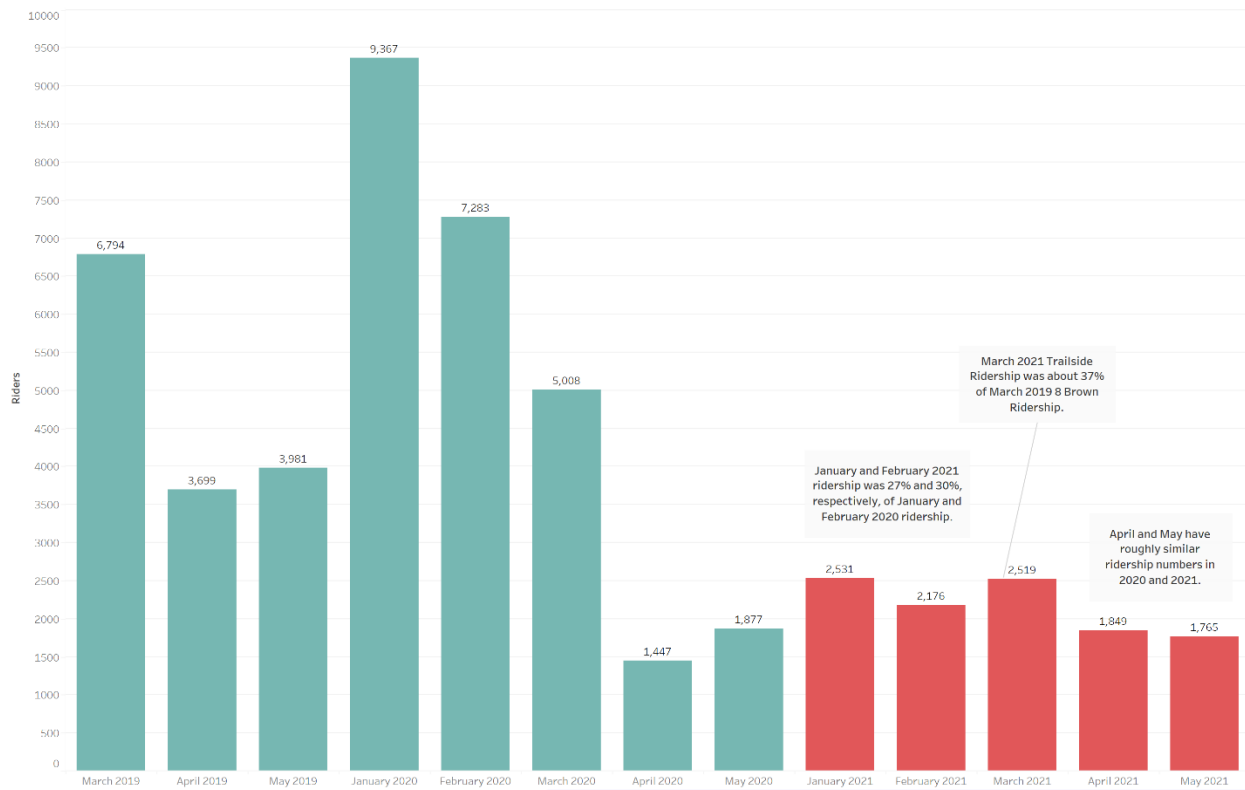


Exhibit A.2

Kimball Junction Circulator Ridership, Pre- and Post-COVID Comparisons

