

JOINT TRANSIT ADVISORY BOARD (JTAB)

MEETING MINUTES

October 29, 2019

ADVISORY BOARD MEMBERS IN ATTENDANCE

Park City Municipal Corporation:

Matt Dias
Steve Joyce
Brian Beckstrand
Tim Henney
Alfred Knotts
Robbie Smoot
Dustin Strang
Alexis Verson
Scott Burningham
Jerry Benson

Kim Fjeldsted
Vinny Nguyen

Summit County:

Kim Carson
Doug Clyde
Caroline Rodriguez

Others in Attendance:

Shawn Seager
Bev Harrison

I. ROLL CALL

Upon confirmation that quorum was reached, the meeting called to order by Mr. Knotts at 9:00am. All in attendance went around the room and individually stated their name and role within their respective organization.

II. PUBLIC COMMENT/CUSTOMER FEEDBACK

1. Bev-Resident of Silver Summit upset about stop of expansion on 248. She needs to go from Silver Summit and to Prospector. Her family has lived in Park City since 1900's. Very upset that UDOT is no longer doing the expansion off Hwy 248 expansion.
2. E-bike plan rides going down because people have been buying their own E-Bikes. Those numbers are not going to be accurate. Request that they offer residents a discount on an E-Bike purchase.

III. CONSENT ITEMS

- A. Title VI Program
 1. Mr. Knotts-Discussion-Public Works manager will be named Transportation Operations Manager.
 2. Plan will go for 3 years.
 3. Mr. Benson-Civil Rights Program-We will look at benchmarks from changing requirements for 95% on-time performance standards accuracy, our goal is 95%. Our average 80%. Short range transit plan coming later.
 4. Major changes need to be followed up on impact of change
 5. Ms. Rodriguez and staff would like to review report before it goes out.

IV. DISCUSSION ITEMS

- A. **Review/Acceptance of October 29th, 2019 Meeting Minutes** – Minutes Approved

B. Monthly 2019 Ridership Reports

1. Mr. Smoot -reviewed ridership report numbers – September ridership report has been consistent. Biggest positive is the cost per passenger. Spent money to expand service, increased our hours, cost balance out and ridership increase. Customers per hour down, but hours have increased. Seven Pink usually down 20% last year, now down to 6%. Negative Red and Green saw same ridership as last year. Black has good numbers. Brown has dipped will keep eye on.
2. Mr. Knotts-Purple route increased Montague and Steins to better meet employee's schedule.
3. Steve- Purple and Lime calculations wrong. Mr. Smoot will double check.
4. Mr. Smoot will check the report calculations per request from Steve, Mr. Smoot will give a update after meeting. Mr. Smoot explained his numbers to Steve. Steve wants percent change. Mr. Smoot will change report.
5. Steve-Who is using Pink, is it still viable? They ride by query to Canyons Village.
6. Ms. Rodriguez-Proposing to expand Pink line service this winter
7. Mr. Smoot-Combining data sources that are not the same, combined city routes.
8. Mr. Smoot-11 Black data suffered from our switch from hand counting to APC counts hand data suffered December and January data missing.
9. Mr. Smoot-Increase in hours and lag in ridership with increased hours.
10. Ms. Rodriguez-Even though Kimball decreased in ridership, great ridership heat map reflects riders as workers. Last 3 years most active time 3-7pm highest demand.
11. Ms. Rodriguez-Service CVMA connect funded through the county will start November 20th, 2019.

C. Customer Feedback report

1. Mr. Knotts categorized issues to focus on to discuss with supervisor, new hires, hotel staff, etc. Mr. Smoot -This quarter has had the highest numbers of feedback. Requests for service.
2. Ms. Rodriguez-Make sure complaints valid not just miss pickups, education/communication issues. Is it just a misunderstanding?
3. Mr. Knotts-Mr. Nguyen, Ms. Fjeldsted and Jerry will continue on feedback communication on ridership.
4. Ms. Rodriguez -We respond to customer complaints feedback. Mr. Henney Research Driver complaints/training drivers.
 - a. List a percent that we responded to complaints on site. List positive comments as well.
5. Mr. Henney - Better communication on feedback to customers.

D. Winter Service Changes

1. Mr. Burningham-November 25th, 2019 new early winter service morning late night 11:pm -2:00am service
2. Mr. Burningham start up Four Orange to Silver Lake service
3. Mr. Burningham-PC – SLC Connect will start running on weekends.
4. Mr. Burningham-Add 901 and 902 Buses will be added to help service connections.
5. Mr. Burningham-Full winter service will start Dec 6th
6. Mr. Burningham-Red will run to Quinn's Junction with 20 minute frequencies to Deer valley will continue.

7. Mr. Burningham-Two green same routing as current but will extend to Deer Valley.
8. Three blue different routing will run backwards to Thayne's Canyon in the short range transit plan.
9. Mr. Knotts-Prospector HOA meeting last week
10. Mr. Burningham-Red proposed out to Quinn's will be On Demand.
11. Mr. Burningham-Seven 7 extension out to Summit Park. Service Woodward, Meadow, Timberline.
12. Mr. Joyce-how do changes affect our buses/inventory? Paratransit fleet will reuse the Homestake , new cutaways coming.
13. Ms. Rodriguez-Pink extends requests report for requests for trips, missed trip and demand
 - A. What is the name of the App
 - B. Keep the number for dial a ride
 - C. Double map
 - D. Gentleman #2 Suggested keeping name Ride Amigos instead of creating an additional name. Too many apps currently. Mr. Knotts/transit will report back next meeting.

E. Budget forecast

1. Mr. Knotts-budget adopted January. Numbers for last year bill county.
2. Mr. Fisher-county budget good, includes expansion of Pink and 3% increase. County specific and regional cost.

F. Fleet schedule

1. Ms. Fjeldsted-Plan schedule fleet replacement. Mr. Benson designed used a lot of data points. FDA guidelines useful life based on year, mileage, age, replacement cost. Stager throughout the years. Electric buses purchased.
2. Mr. Benson-need this plan to be able to apply for the grant money. Be able to get hands on previous year's money not utilized. 2006 Gillig buses will be getting replaced. Next 5 years 1 1/2 % 1/2 gas to electric replace until 2025. Long term electric buses are not as efficient. Transition to electric comes with more costs. County will pay into fleet replacement each month.
3. Mr. Knotts-160 range now, summer closer to 200 ranges.
4. Mr. Knotts-Inter Local Agreement needs to be discussed in future. Running list of ILA
5. Mr. Joyce-Will the electric buses get better efficiencies in future. Scenario as to not move to all electric and buying diesels along the way.
6. Mr. Smoot -Research conversions rate 2 to 1 in China on electric.
7. Mr. Knotts will run scenarios as why not all electric.
8. Mr. Knotts- White Express Look at the production numbers.
9. Mr. Benson-We assumed that electric buses will not go up 3%, electric bus funding will be available for many years. Congressional meetings to show the impacts in our communities.
10. Ms. Rodriguez-Park City did not sole source any of the funding they meet their procurement requirements through their grant applications.

G. Next Steps in Governances

1. Mr. Knotts-Inter Local Agreement – Update with amendments
 - A. New assets management
 - B. New financial situation
 - C. Work on Amendment to submit within the next 1 to 6 months
 - D. Short Range Transit plan last 2016, submitted proposal to UDOT for LOI for 5304 funds we estimate in will cost 200 to 250K, 80/20% match.

- E. Work through Short Range Transit Plan request the new Inter Local Agreement be hammered out and call out what billing structure look like. Additional services City County wants have it spelled out.
- 2. Electives Rep gentleman-Within the week be ready for a joint meeting.
- 3. Ms. Rodriguez-Request another smaller group meeting to agree within JTAB before going to Council.
- 4. Mr. Knotts-Will need to work with Ms. Rodriguez with a proposed work plan.
- 5. Mr. Dias-will work planning and scheduling JTAB meeting.

H. Mr. Seager Seager-Mountainlands Association (Utah Valley Area)

- 1. Mr. Seager -Move forward with Wasatch County
- 2. Mr. Seager -Got with Majors of Wasatch County, Summit County, Utah County year ago
- 3. Mr. Seager -Transit demands Connection possibility of connecting Wasatch County to Summit County, Summit County to Utah County
- 4. Mr. Seager -Developed 100K scope of work RFQ vendor consulting.
- 5. Mr. Seager -Website-Connectingwasatch.Info See commuter stats, go numbers, advisory meeting which had a lot of interest. November 14th next meeting 11:30 to 1:00 pm.
- 6. Mr. Seager -Work will wrap up January 1, 2020, to see if transit demand exists for Wasatch to Summit, Summit to Utah Counties.
- 7. Mr. Seager-Funded 80/20% with 5304 funds. Park city has 5K UTA has participated as well.
- 8. Mr. Seager-Will bring demand analysis back to JTAB meeting. Will possible create a seed service (Pilot Program) product to present to UDOT.
- 9. Ms. Rodriguez-participants surprised by the price, that not all covered.
- 10. Mr. Knotts-We need to identify some revenue sources.
- 11. Mr. Seager -Surveying going strong. We posted on Radio, Citywide, tables at Silly Mart
- 12. Mr. Seager Denied private funding to not be influenced.

I. Governances

- 1. Mr. Dias-Group should discuss JTAB governances, how time being utilized.
- 2. Mr. Knotts-Skip November and meet as smaller group and resume with full JTAB in December.
- 3. Ms. Rodriguez-prefers smaller meeting.

V. ACTION ITEM(S): Determine standardized timeline for adding agenda items, preparing agenda packet, and making edits therein.

VI. ACTION ITEM(S): Continue working through action items of 'little things – big impact'.

VII. NEXT MEETING *November meeting cancelled due to proximity to December meeting. Scheduled for Thursday December 19, 2019

The meeting was adjourned at 10:36 am

Respectfully submitted:

Cindy Stockley – Park City, Transit Department, JTAB Recorder